



PARKS AND RECREATION COMMISSION
Virtual Meeting – [Click here to join the meeting](#)
April 18, 2022 4:00 p.m.



DRAFT MINUTES

Members

- | | |
|---|--|
| <input checked="" type="checkbox"/> Commissioner Richard Conway (Chair) | <input checked="" type="checkbox"/> Commissioner Austin Kerr |
| <input type="checkbox"/> Commissioner Brenda Linskey | <input type="checkbox"/> Commissioner Ryan Martin |
| <input checked="" type="checkbox"/> Commissioner Stephen Parsons (Co-Chair) | <input checked="" type="checkbox"/> Commissioner Dana Rowden |
| <input checked="" type="checkbox"/> Commissioner Josh Stackhouse | |

Councilmember / Liaison to the City Council

- Councilmember Regina Salas

Staff and Others Present

Rebecca Sayers – PROSE Director
Beck Thomas – PROSE Administrative Specialist
Amy Hagin – Parks and Recreation Manager

Call to Order

The meeting was called to order at 4:07 pm.

1. Roll Call
Chair Conway, Co-Chair Parsons, and Commissioners Kerr and Rowden were present for roll call. Josh Stackhouse joined the meeting at 4:27 pm.
2. Approval of the March 21, 2022 Meeting Minutes
A motion was made by Commissioner Parsons to approve the March 21, 2022 minutes as written. The motion was seconded by Commissioner Kerr. Motion passed unanimously.
3. Public Participation
No public participation was given.
4. Discussion Items
 - A. Commission meetings – Return to in-person/hybrid options and location
PROSE Director Rebecca Sayers said that we hope to begin hybrid meetings (in person and virtual options available) at the Aquaplex beginning in May, pending equipment availability and training to set up the room for the virtual participants.
 - B. Project review and updates

West Side Park

Parks and Interim Recreation Manager Amy Hagin began by describing the location of the West Side Park behind the Staples complex off Woodlands Village Boulevard. West Side Park would be roughly 5 acres and be categorized as a neighborhood park. Access is still needed through Residential Owner Association (ROA) land to access the city’s land. Hagin mentioned sidewalk and edge improvements to enhance pedestrian access safety and usability of the park. The total cost of building this park was estimated at \$1,500,000. The Commission

asked a question regarding environmental impacts and the Carbon Neutrality Plan to which Hagin responded that there is no reclaimed water access making grass maintenance harder and less sustainable, and the impacts of removing the trees. As such, it will be the PROSE team's recommendation to not install a grass area at this during the public engagement process. The Commission also asked about the need for a parking lot for a neighborhood park meant for foot/bike/trail access. Hagin responded that a parking lot may not be needed at all, but if one is included it will be small.

Hagin offered to send out a previous concept map from 2018 for the park including a parking lot, play structure, slackline course, ramada, rock-outcropping, and sport courts. Hagin stated next steps include working with the ROA on access, and then outreach to the neighboring communities to gather insight on what is wanted for the park. Hagin detailed that a park creation project typically could take about 18 months and she could see this park being finished in 2024.

Pickleball courts

Hagin said that funding for permanent Pickleball Courts is anticipated, with the number and location in development. Currently, it is estimated that four to six potentially lighted courts are possible, but a better estimate will be released with the Fiscal Year 2022-2023 budget. The Commission asked about revenue generation from these courts and if there are court fees or reservation fees that can be collected on these Pickleball courts. Sayers stated that a fee structure for other sport court amenities is already approved by Council, with exclusive use by reservation generating a revenue source. Sayers mentioned that use of these courts by the community for public drop-in play is intended to be free and accessible to all.

Thorpe Park play structure

Hagin began by showing a Google Street View of the existing play structure at Thorpe Park. She then showed a model of the new play structure that has been purchased and is slated for delivery at the end of April. The Commission asked if there are any other changes involved with updating this play structure such as retaining walls. Hagin responded that Soft-fall flooring will be put in as pour-in-place surfacing that matches the other play structure was not possible in this project's budget at this time.

Recreation projects

Hagin detailed the carpet replacement at Joe C. Montoya Community and Senior Center. Additionally, two new pieces of fitness equipment were purchased for Joe C. Montoya and Hal Jensen.

C. Buffalo Park grant

There is a 2-mile, heavily trafficked trail for more than 14,000 trail users per year. Hagin said this trail would be the first "designated accessible trail" in Flagstaff and of the 59-mile Flagstaff Urban Trail System. This project, in coordination with community members and multimodal transportation planner, would be deemed as 100% accessible. Concrete would be colored to match the landscape and be fully connected to accessible concrete parking spaces and to the existing accessible restrooms. The Commission also asked about existing exercise stations located along the trail, and Hagin responded that six of these exercise structures will be replaced out of the 18. For the grant funding, a cultural resource study was submitted to Arizona State Parks and will be evaluated over 2-4 weeks. Once State Parks approves the study, they will submit to the City a grant agreement that will need to be approved by City Council.

5. City Council Liaison Reports – Councilmember Regina Salas

Council member Regina Salas updated the Commission on the City Council vacancy and the process in applying for the open position. Salas also mentioned the Council's two-day budget retreat taking place this week at the Aquaplex.

6. Reports – Monthly highlights of Parks and Recreation, Open Space

Chair Conway asked if there were any questions regarding the monthly highlights and congratulated Ryan Reynolds and Daniel Carrick on their promotions to Recreation Supervisors.

7. Informational items to and from Commissioners and Staff

Sayers mentioned that the first in-person public design meeting for the Thorpe Park Annex is slated for 12-2pm on April 30. Results of the public survey will be discussed, along with a presentation, and breakout groups will go through a “build a park” exercise and compatibility of programming and existing uses.

Chair Conway mentioned their recent presentation to the Council. They mentioned that the Unfunded Capital list was brought up to Council among other Parks and Recreation Commission projects.

8. Agenda Items for May 16, 2022 meeting

- A. Creating a Friends of Flagstaff Parks and Recreation Related Group – Commissioner Stackhouse
- B. Grant Opportunities

Adjournment

The meeting adjourned at 5:19 pm.