REGULAR MEETING OF
THE COCONINO COUNTY
PARKS & RECREATION COMMISSION
Pursuant to A.R.S. § 38-431.02
February 7, 2019
4:00pm
Mess Hall

Minutes

1. Call to Order
The meeting was called to order at 4:06 p.m. by Chair Ellen Parish, Vice Chair Steve Mongrain, Commissioners, Pam Foti, Brian Blue, Diane Lenz and Michelle Wesson were present. Commissioner Mary Hendricks attended by phone. Commissioner Beth Tucker was absent. Staff in attendance were Cynthia Nemeth, Terri Plassman, Gretchen Povlsen and Brian Grube.

2. Parks and Recreation Commission Purpose
The purpose in establishing the Coconino County Parks & Recreation Commission (PRC) is to provide a citizen body responsive to the communities and people of Coconino County and to recommend a policy regarding the development and operations of a well-balanced system of parks, programs, trails and events.

3. Approval of the minutes from January 3, 2019
Commissioner Pam Foti made a motion to approve the January 3, 2019 minutes. Commissioner Steve Mongrain seconded the motion. The minutes were approved unanimously.

4. Public Appearances/Introductions/Call to the Public
There were no members of the public present at the meeting.

New Business

1. Partner Update – (15 minutes)
Cynthia Nemeth, Parks and Recreation Director will update the Commission on partner revenue.

Brian Grube, Parks and Recreation Assistant Director, provided a hand out that gave the following information on each partner, their basic contract revenue share models, income, attendance and utility responsibility. The document was provided as a White Paper and will be presented to the Board of Supervisors as an update.

Parks and Recreation Commission Minutes
January 4, 2018
2. **Frontiere Alternatives – (15 minutes)**
   Cynthia Nemeth, Parks and Recreation Director, will update the Commission on the outcome of the Board of Supervisors Work Session and next steps for the Frontiere Property.

   Brian Grube, Parks and Recreation Assistant Director, provided the results of the Board of Supervisors meeting on Alternatives for the Frontiere Property. The Board of Supervisors would like the Parks and Recreation Department to manage the Frontiere Property at this time and see where it goes by marketing it for weddings, retreats and other events. The Department has a scheduled meeting to discuss the possibility of running Frontiere through the Special Events Division.

3. **Goals set by the Commission in 2016/2017 – (45 minutes)**
   Commissioners will review the 2016/2017 goals and discuss accomplishments and future goals.

   The Commission discussed the goals that were developed in 2016/2017. Snow Play was on the top of their list and the Commission supported the Snow Play effort. The Commission would like to continue to support more improvements to Snow Play such as an ice-skating rink and other winter recreation activities. The consensus is that there is much more that could be offered. Another goal could be to learn about other cities within Coconino County like Page, Fredonia, and Williams. Chair Ellen Parish encouraged the Commission to visit outlying areas within each Commissioner’s district. She would like to attend community functions in Blue Ridge, for example, since they are in her District.

4. **Fiscal Year Budget Preparation – (30 minutes)**
   Review questions presented by Gretchen Povlsen, Administrative Manager, at the previous meeting.

   Gretchen Povlsen, Administrative Manager, had asked the Commission to answer four Questions at the December meeting about budget concerns. The Commission gave Gretchen many great ideas. They mentioned if there were funds available to put them into Louise Yellowman County Park, they are interested in grooming the trails for cross country skiing and snow shoeing. Additionally, the split rail fence and climbing wall are in need of repair at Raymond Park. Fredonia needs a pool and the campground and equestrian facilities at Fort Tuthill County Park could also use funding. The Commission supporting requesting funds to support the Master Plan.
5. **Upcoming Board of Supervisor Agenda Items**
   March 12, 2019 – Water Harvesting Tank: 3:00pm
   April 9, 2019 – Winter Snow Play Impacts at Fort Tuthill
   April 16, 2019 – Frontiere Rental Operations
   *Confirm agenda item dates and times before attending. Board agenda is subject to last minute changes.*

**Reports (15 Minutes)**

1. **Director’s Report**
   Cynthia Nemeth, Parks and Recreation Director, will update the Commission on the status of events and activities for the Parks and Recreation Department.
   
   - Brian mentioned that a new Urban Wildlife Planner has been hired. The position will be split 25% of the time with Community Development, 25% with Parks and Recreation and 50% with Arizona Game and Fish. This individual will be housed at Game and Fish.
   
   - Brian mentioned that Snow Play is making snow and they started on December 23 and opened for operations on December 26, 2018. Approximately 1600 people per day have attended. They have several food trucks and it has been very busy.
   
   - Brian mentioned that the property donated to the Parks and Recreation Department in Kachina adjacent to Raymond Park closed on December 31, 2018.
   
   - Brian mentioned that the North Pole Experience season is complete with no major issues. The Department will look to secure a traffic plan between NPX and Flagstaff Snow Park prior to next year’s operations.

2. **Commissioners’ Reports**
   The Commissioners will give input on future agenda items, and/or give updates on issues or activities that have occurred since the last commission meeting.
   
   - Commissioner Steve Mongrain reported that Page is working on the trail at Horseshoe Bend and that visitors are parking along the road way and are receiving tickets. It is a very dangerous situation. The skate park is in progress as well as Grandview Knoll.
• Commissioner Ellen Parish reported that she made a New Year’s Resolution to get to Blue Ridge and attend one of their community meetings.

Adjourn

The meeting was adjourned at 5:58 pm.

Coconino County
Parks & Recreation Commission

Ellen Parish, Chair

Coconino County
Parks & Recreation Department

Terri Plassman
Secretary to the Commission