JOINT & REGULAR MEETING OF
THE COCONINO COUNTY
PARKS & RECREATION COMMISSION
PURSUANT TO A.R.S. § 38-431.02
August 1, 2019
4:00pm
Mess Hall

Minutes

Joint Meeting

1. Tour of the Frontiere Property (30 minutes)
   Cynthia Nemeth, Parks and Recreation Director, and Brian Grube, Parks and Recreation
   Assistant Director lead a tour of the Frontiere Property.

   Cynthia Nemeth, Parks and Recreation Director, kicked-off the tour of the Frontiere Property
   by giving a little background about how the County became the owner of the property.

2. Call to Order
   The meeting was called to order at 9:45 a.m. by Steve Peru, Chair of the Friends of Coconino
   County Parks. In attendance were Board Members of the Friends of Coconino County Parks,
   Dave Nash, Steve Hosher, Kayla Hutchison, Jeff Stein, and Parks and Recreation
   Commissioners Michelle Wesson, Steve Mongrain, Mary Hendricks, Pam Foti, Joshua
   Stackhouse, and Chair Ellen Parish. Brian Blue, Diane Lenz and Beth Tucker were absent.
   Staff in attendance were Cynthia Nemeth, Terri Plasman, Brian Grube, Liz Krug, and Rob
   Morrison.

3. Review each Entity’s Role (30 minutes)
   Steve Peru, Chair of the Friends of Coconino County Parks, spoke about the roles of the
   Friends Board Members. Steve spoke about Paul Babbitt and his role as a mentor to the
   Friends. He also noted the group has a 501c3 non-profit status and that one of their objectives
   is to serve Coconino County Parks and Recreation as a fundraising entity. The Friends Board
   is governed by a set bylaw, have perused grants, and recruits volunteer to serve beer at the
   Coconino County Fair, another one of their fundraising mechanisms. The Friends have
   contributed funds for several purchases that have impacted Fort Tuthill County Park. These
   purchases include volleyball nets, a mini excavator. In addition, they had a hand in helping
   with the Fort Tuthill Snow Park. The Friends commissioned an Economic Impact Study from
   NAU to assess the Snow Park’s impact in Flagstaff.

4. Break
5. **Upcoming Initiatives for each Entity (15 minutes)**
   Steve Peru, Chair of the Friends of Coconino County Parks, and Cynthia Nemeth, Parks and Recreation Director, talked about a list of initiatives such as the Master Plan, permanent restrooms at Fort Tuthill, the Harrenburg Wash wetland restoration project, and many others.

   Ellen Parish, Chair of the Parks and Recreation Commission, spoke about the Commissioners mission of engaging with citizens within their districts and they really enjoyed visiting the outlying areas of Coconino County during the public input process of the Master Plan. The Commission is looking forward to visiting outlying communities again. Steve Mongrain spoke about Page, which is in the district he represents. Steve is on the Parks and Recreation Advisory Board in Page and he is very passionate about serving that community. In addition, Steve is part of the Regional Trails Alliance initiative developed by Lena Fowler, Board of Supervisor.

6. **Opportunities for Collaboration (15 minutes)**
   The two groups discussed opportunities for collaboration, and the Friends would like to have a liaison that would attend the Parks and Recreation Commission meetings and vise versa. A discussion about volunteering at the beer booth during the County Fair proceeded and the Commissioners were asked to consider supporting the effort.

7. Lunch

**Regular Meeting**

1. **Call to Order**
   The meeting was called to order at 12:15p.m. by Chair Ellen Parish. Commissioners Michelle Wesson, Steve Mongrain, Mary Hendricks, Pam Foti, and Joshua Stackhouse were present. Commissioners Beth Tucker, Diane Lenz, and Brian Blue were absent. Staff in attendance were Brian Grube and Terri Plassman.

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 June 6, 2019**
   Commissioner Mary Hendricks made a motion to approve the June 6, 2019 minutes, and Commissioner Pam Foti 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.

5. **Frontiere Update** (15 minutes)
   Cynthia Nemeth, Parks and Recreation Director, will provide an update on the Frontiere Rental Progress.

   Brian Grube, Parks and Recreation Assistant Director, reported that there have been at least 50 inquiries for Frontiere. To date there are three paid bookings. One is a wedding, another is a rental by Northern Arizona University, and third one is a retreat for the County’s Human Resources Department. Brian also reported that special events at Fort Tuthill are going strong with the Celtic Festival taking place this weekend, the Festival in the Pines during the 4th of July weekend, and the Commercial Building being rented every weekend this season and every weekend in 2020.

6. **Coconino County Fair Update** (15 minutes)
   Cynthia Nemeth, Parks and Recreation Director, will give an update on the Coconino County Fair.

   Brian Grube, Parks and Recreation Assistant Director, reported the Coconino County Fair currently has 58 vendors committed with 14 of them being new. Forty-eight temporary staff have been hired to work the Coconino County Fair.

**Reports (15 Minutes)**

**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 Grube, Parks and Recreation Assistant Director, reported:

- The permanent cell tower discussion will go before the Board of Supervisors on August 27, 2019
- The water tank for the rain harvesting will be directed to the Water Advisory Committee that is begin developed as an advisory group.
- The Posse Concession and the Secretary buildings have been torn down
- The stem wall at Frontiere has been removed
- Light bulbs have been replaced at several parks with more energy efficient LED bulbs
- Louise Yellowman County Park has been heavily used and being down one Tuba City maintenance staff, team members from Flagstaff are assisting more frequently with maintenance responsibilities at the park
The Fort Tuthill County Park sewer line is being reviewed by the County Attorney.

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.

Nothing to report currently.

Adjourn
The meeting was adjourned at 12:58pm.

Coconino County Parks & Recreation Commission

[Signature]
Ellen Parish, Chair

Coconino County Parks & Recreation Department

[Signature]
Terri Plassman
Secretary to the Commission