

**REGULAR MEETING OF
THE COCONINO COUNTY
PARKS & RECREATION COMMISSION
PURSUANT TO A.R.S. § 38-431.02
April 1, 2021
4:00pm
Internet/Web Based Video Conference Call
Microsoft Teams**

Minutes

1. Call to Order

The meeting was called to order at 4:02pm by Chair Steve Mongrain. Vice Chair Brian Blue and Commissioner Ellen Parish, Pam Foti, Howard Brown, Jean Marie Rieck, and Daniel Heil were present. Commissioner Mary Hendricks was present joining at 5:00pm. Staff in attendance was Cynthia Nemeth (Parks and Recreation Director), Rob Morrison (Operations and Maintenance Manager), and taking minutes Mark Yarnall (Special Events Coordinator).

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 Meeting March 4, 2021

The March 4, 2021 minutes have not been completed and finalized. The approval of the March minutes will be approved at May PRC meeting.

4. Public Appearances/Introductions/Call to the Public

There was one member of the public present. Marilyn Hammarstrom from the Fort Tuthill Military History Museum attended the meeting and shared a presentation on the history and background of the Military Museum.

New Business

1. Military Museum Presentation

Marilyn Hammarstrom, President and Director of the Fort Tuthill Military History Museum who has been with the museum since 2013. Marilyn presented and shared a PowerPoint slide show about the Military Museum and the history of Fort Tuthill. Her presentation touched upon the history of the regiment from 1865 through 2021.

Marilyn Hammarstrom's presentation included the background of the name which originated from General Alexander M. Tuthill, how the museum got started, summary of the build out and construction, how the story began, timeline of event leading to 2021, layout of the Fort in 1930, events the museum has produced and facilitated, and where the museum is today such as marketing, guest book, finances, challenges, and how to get involved.

Please note: Marilyn's PowerPoint is large and difficult to share electronically. A physical copy will be provided upon request.

2. Capital Funding Discussion Continued: Action Item

Director Cynthia Nemeth circled back to this topic that was left off from the March meeting and the underlining question of, use remaining conservation easement funds for CCPR capital projects or reserve to leverage on future land acquisitions or other? Director Nemeth gave a brief recap of the information presented in March prior to address the question to the Commissioners.

Director Nemeth expressed, recommended from a staff perspective is putting the funds to capital projects, but also noting holding the funds to see what other kinds of funds maybe become available before putting the funds towards an endowment, other opportunities, etc. Options that were discussed include possibly putting the funds towards the FCCP to larger investment opportunities (BOS approval required), land acquisitions, other investments, and infrastructure plan.

Vice Chair Blue asked, what is the greatest need for the funds? Director Nemeth shared the greatest need is to go towards operations and maintenance, and capital improvements.

Commissioner Brown expressed he is in favor of making a motion based off the options weighed and shared.

Chair Mongrain entertained a formal motion from Commissioner Brown. Commissioner Brown motions to recommend taking no action with respect to the funds other than investigating whether additional funds come in and make better use of the funds with a reexamination of the funds at the beginning of the next budget cycle. Commissioner Parish seconds the motion. There was no further discussion to the motion. No Commissioners opposed. Motions Carries.

3. CCPR Project Updates

Rob Morrison, Operations and Maintenance Manager share a video he produced highlighting the projects the Parks and Recreation Operations and Maintenance staff have accomplish.

The tile of the video presentation is "CCPR Operations & Maintenance 2020 Projects" (running time 7:39). The video can be viewed using the link below...

<https://www.youtube.com/watch?v=lr8HbfuG2o>

4. FunDay at the Fort Update

Commissioner Ellen Parish informed the PRC due to the always changing status of the pandemic, the hesitation of supporters and sponsors backing events this summer, and what the status of the vaccine site will behold the FCCP fundraising event has been postponed until summer 2022.

5. Amphitheater RFP Update

Rob Morrison, Operations and Maintenance Manager updated the PRC on the status of the amphitheater RFP. He reported out there was 4 responses to the RFP multiple individuals from the committee reviewed and interviewed 3 out of the 4 who responded. The committee met for review after the interviews and selected one company based off of their RFP and interviews and will be presenting to the BOS for final approval to move forward with contract negotiations. This meeting will take place on April 6, 2021.

6. Upcoming Board of Supervisor Agenda Items*

April 6, 2021 at 11:00am – Amphitheater RFP Proposal Recommendations (discussion)

May 11, 2021 at 7:30pm – Amphitheater Contract Review (discussion item)

Placeholder Agenda Items*

Pending Date/Time – Capital Funding, Priority Projects, and Future Funds

Pending Date/Time – Fort Tuthill North Entrance Access (work session)

Pending Date/Time – Fort Tuthill Winter Activity & Frontiere RFPs (discussion)

**Confirm agenda item dates and times before attending. Board agenda is subject to last minute changes.*

Reports (10 Minutes)

1. Director's Report

Rob Morrison informed the PRC on current staff updates, such as Mark Yarnall was promoted to Special Events Coordinator, Ricky Conway was promoted to Recreation and Fair Manager. Staff vacancies include Administrative Specialist interview have been scheduled. Other vacancies include a Trades Work I and Trades Worker II, along with seasonal staff.

Projects the department is in the works of looking towards building a restroom by the Bike Park, restrooms in the quad, painting and reroofing the quad buildings.

Northern Arizona Healthcare has been developing meeting and discussions on their potential hospital campus and how the construction and development will impact Fort Tuthill County Park.

2. Commissioner's Report

Noteworthy items from the Commissioners Report included Vice Chair Blue would like updates on Campground (RRM) improvements, the Community of Parks plan for park and recreation updates, and the status of Louise Yellowman County Park on future agenda items. Commissioner Parish noted with the influx on the recreation footprint in Coconino County she is working a group call Recreation Working Group which includes local ranches, Forest Services, Game and Fish, Sheriffs Office, local fire stations, local businesses, National Forest Foundation, National Resource Conservation Core, CCPR, hunting clubs, biking organizations, OHV organizations, and many others to pull resources and collaborate to address the impacts on land and open spaces. An event will take place on June 25th and present information on current impacts and how to inform and educate people and their recreation habits in the area.

Chair Mongrain shared the Parks and Recreation Advisory Board will starting their meetings again. Tom Riggerbach with NavajoYES has agreed to speak to the PRC and how the Navajo Nation interacts with the region.

Adjourn

The meeting was adjourned at 5:57pm.

Notice:

Next Friends of Coconino County Parks Meeting: April 14, 2021, Microsoft Teams

Next Parks and Recreation Commission Meeting: May 6, 2021, Microsoft Teams

**Coconino County
Parks & Recreation Commission**

**Coconino County
Parks & Recreation Department**

Steve Mongrain

Steve Mongrain, Chair

Mark Yarnall

Mark Yarnall
Secretary to the Commission