



**REGULAR MEETING OF
THE COCONINO COUNTY
PARKS & RECREATION COMMISSION
PURSUANT TO A.R.S. § 38-431.02
July 2, 2020
4:00pm
Internet/Web Based Video Conference Call
Microsoft Teams**

Minutes

1. Call to Order

The meeting was called to order at 4:08pm by Chair Steve Mongrain. Vice Chair Michelle Wesson and Commissioners Brian Blue, Pam Foti, Mary Hendricks, Ellen Parish, and Joshua Stackhouse were present. Staff in attendance was Cynthia Nemeth (Parks and Recreation Director) and taking minutes Mark Yarnall (Administrative Specialist III).

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 4, 2020

No amendments were made to the minutes.

Commissioner Brian Blue made a motion to approve the June 4, 2020 minutes.

Commissioner Mary Hendricks seconds the motion. The minutes were approved unanimously.

4. Public Appearances/Introductions/Call to the Public

There were no members of the public present.

New Business

1. Future Joint PRC and FCCP Meeting (10 Minutes)

Chair Steve Mongrain opened the discussion to the Commission on having a joint meeting with the Parks and Recreation Commission and the Friends of Coconino County Parks.

Considerations included hosting the meeting in the fall possibly in September or October at the Frontiere property where social distancing can be practiced.

Commissioner Blue expressed the importance of having a joint meeting whether it is an in person meeting or held virtually. Commissioner Hendricks agrees a joint meeting should be held in either setting.

Director Nemeth added there is possible availability at the Frontiere property to host a joint meeting on non-reserved date. She also expressed that the property can be scheduled and blocked out, but if guidance's does not allow for the gathering during COVID-19 pandemic then a virtual meeting will be hosted. Chair Mongrain supported the idea of planning and scheduling a joint meeting at Frontiere, but if the venue needs to be changed to virtual through Microsoft Team that would be okay.

Plans will move forward in scheduling an in person meeting. The joint meeting will take place of the standing monthly PRC meeting.

2. Parks and Recreation Commission Implementation Plan (70 Minutes)

Chair Mongrain discussed and shared the latest updates to the PRC Implementation Plan. Before diving into the plan and next step Chair Mongrain asked for Commissioner Blue to share and expand more on his findings after reaching out to vendors based out of Fort Tuthill. Commissioner Blue shared his talk with Flagstaff Biking Organization that they were not too interested in aggressively participating but would attend and put an information booth together for the event. The Gem and Mineral Society is very excited about the idea, love the idea about getting more exposure to their facility, and would participate. Flagstaff Disc Golf is onboard with the idea and participating. The Military Museum showed high interest as well. Commissioner Blue shared his 'Possible Next Steps & Organizational Structure' document and suggesting setting up an event committee focusing on the themed events at Fort Tuthill. He also suggested planning for spring of 2021 (ample planning time) for event kickoff post COVID-19 pandemic.

Commissioners discussed keeping the FCCP in mind with the planning to make sure the event stays centered around being a fund raising opportunity for the FCCP. Commissioner Parish also voiced the importance of this event being a fund raising opportunity for the FCCP and suggested running a beer/beverage garden day of the event. Commissioner Parish also added a great host the first event is a 'get to know Fort Tuthill' to reintroduce the community to the park and exercise current park resources and amenities. The other Commissioners on the board agreed.

Chair Mongrain explored the idea more with the Commission in developing an event committee. At first talks event committee volunteers from the PRC include Commissioner Foti, Wesson (varying on availability), Parish, Blue, and Chair Mongrain. FCCP and department staff will be recruited for the event committee as well. Next steps discussed included PRC/FCCP Chairman conversation and developing a committee, and then finalizing the committee at the fall 2020 joint PRC/FCCP meeting.

The Commissioners discussed a timeline of when the event would take place, and how frequently. The discussion lead to a standing once a month event falling on X day however, Director Nemeth also reminded the Commission of current events taking place at the park therefore, coordinating schedules/events will need to be considered.

Chair Mongrain presented to the Commission the updates to the Implementation Plan centered specifically around directive two, “Engage the County-Wide Community in Delivery of Services”. Chair Mongrain referenced page 69-71 from the Parks and Recreation Master Plan where 12 focus groups throughout the county gave input with requests and what they wanted to seek out of the Parks and Recreation department regarding services. Director Nemeth mentioned a past conversation to reach out to these communities and ask how the department can help specific communities with their request and develop an action plan to reach their goals

EP – who requested what? Staff did the leg work no need for the commission to follow up.
CN – instead of creating bubbles, reach out to what their needs are via parks and recreation.
What is the action plan to reach this goal?

3. Upcoming Board of Supervisor Agenda Items*

August 11, 2020 at 4:00pm – Fort Tuthill Amphitheater Contract Renewal Discussion
August 25, 2020 at 4:00pm – Fort Tuthill North Entrance Access
September 1, 2020 at 1:15pm – Parks and Rec. Fees Cost Recovery Policy Review
September 1, 2020 at 2:15pm – Water Advisory Committee Draft

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

Reports (10 Minutes)

1. Director’s Report

Cynthia Nemeth, Parks and Recreation Director reported out that the Fort Tuthill Amphitheater contract has an additional 5 year renewal instead of entertaining a renewal for one year.

Sheep Crossing Extension project is moving forward and there is possibility of the county taking over the operations and maintenance that crosses over on county property.

The County fair is moving forward with the virtual fair, and staff had a meeting with the Health and Human Services on what an in person auction would look like if the department moves forward with that aspect of the fair.

An Executive Order from Governor Ducey came out stating no larger than 50+ groups events. Parks and Recreation staff is looking into the events coming up and what needs to be cancelled and/or can be held while following COVID-19 precaution plans.

2. Commissioner’s Report

Vice Chair Michelle Wesson asked for clarification regarding the projects on the Urban Trial i.e. Mt. Dell Diversion Water Project and the Drainage Project to address flooding that they are separate project. Director Nemeth confirmed they are separate projects.

Commissioner Brian Blue mention Raymond Park could use maintenance attention including basketball nets replaced, replacement fencing, and the baseball field being dragged and weeded.

Chair Steve Mongrain shared that Page, AZ is starting to get busy with tourism, and Page City Council had an emergency meeting and discussed forcing people to wear masks when entering public spaces/buildings. Chair Mongrain added he was reappointed to the Parks and Recreation Advisory Board (PRAB) for another 3 years, but are currently not meeting due to budget constraints ect...

No other reports from the Commissioners.

Adjourn

The meeting was adjourned at 5:39pm.

Notice:

*Next Friends of Coconino County Parks Meeting: July 16, 2020, **Microsoft Teams***

*Next Parks and Recreation Commission Meeting: August 6, 2020, **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