



**REGULAR MEETING OF
THE COCONINO COUNTY
PARKS & RECREATION COMMISSION
PURSUANT TO A.R.S. § 38-431.02
August 6, 2020
4:00pm
Internet/Web Based Video Conference Call
Microsoft Teams**

Minutes

1. Call to Order

The meeting was called to order at 4:03pm by Chair Steve Mongrain. Vice Chair Michelle Wesson, Commissioners Mary Hendricks, Pam Foti, Brian Blue, and Ellen Parish were all in attendance. Commissioner Joshua Stackhouse was excused. 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 July 2, 2020

There were no amendments made to the minutes.

Commissioner Brian Blue made a motion to approve the July 2, 2020 minutes.

Commissioner Pam Foti seconds the motion. The minutes were approved unanimously.

4. Public Appearances/Introductions/Call to the Public

There was one member of the public present. Jeff Stein from the Friends of Coconino County Parks attended the PRC meeting.

New Business

1. Fort Tuthill Amphitheater Contract Renewal (45 Minutes)

Director Cynthia Nemeth shared her presentation she prepared for the county Board of Supervisors for the August 11th meeting. Director Nemeth informed the Commissioners that

R-Entertainment has the option to renew their contract for another 5 years and that the Board of Supervisors wanted an overview of the contract and R-Entertainment's performance over the past 5 years. The contract includes for the independent contractor to provide management and operational services for the promotion, coordination, and staffing of the amphitheater. R-Entertainment had the contract for 5 years, then another Request for Proposal (RFP) where R-Entertainment was awarded the contract for 5 years and the option to extend for another 5 years upon mutual agreement of both parties. The contract states that the contract holder is responsible for concessions, box office, event and technical equipment, parking, janitorial, housekeeping, and event set-up and break-down. The county is responsible for contract management, facility and ground maintenance, liquor license, and venue appliances and equipment such as, walk-in cooler, ice machine, and speaker hoists. Director Nemeth added the current contract expires on November 15, 2020, and current compensation to the county is \$2 per ticket sold or \$40,000, whichever is greater, and after 17,500 of all tickets sold the county receives an additional \$10,000, but has never been reached with their contract goal of hosting 20 events per year.

Some challenges R-Entertainment has address discussed by Director Nemeth include inability to promote from highway 89A, industry trends and changes, financial challenges due to the scale of the venue for local promoters, promotional efforts outside of Coconino County, and Labor day black out dates due to the County Fair.

The successes Director Nemeth presented include support to nonprofits, support to FCCP during the County Fair, early bird county rates, and performers like the venue.

Director Nemeth also shared the economic contributions R-Entertainment provided for example, supporting nonprofits with musical instrument auctions, information booths, and comp tickets for fundraising. An average of \$85,400 per year in wages for local hirers, local business support, 60% of amphitheater visitors are from outside Coconino County, and most recently bringing in over 20,000 lbs. of non-perishable food donations for the Nations COVID-19 food drive. Additionally Director Nemeth noted that R-Entertainment helps grow and support local festivals, and intends to invest up to \$100,000 in the next two years to develop more festivals, strives to make northern AZ the state capital for summer festivals, provide access to community groups and support nonprofits.

Options for the Board of Supervisors moving forward that Director Nemeth shared are not renewing for second 5 year period, renew a shorter term, or renew for another 5 years.

Chair Mongrain asked the question, there are 20 dates for R-Entertainment to produce events therefore, does that provide other available dates for use of the amphitheater? Director Nemeth responded through the contract there are blackout dates for current annual events, and after the 20 dates are booked that leaves availability however, due to the entertainment industry there is opportunities to book entertainers on short notice and exceed the 20 dates. Two questions Commissioner Brian Blue had for Director Nemeth were what is staff's recommendation and is R-Entertainment receiving any COVID-19 relief? Director Nemeth's response is yes, staff is recommending a renewal and yes, R-Entertainment is not being held to the \$40,000 payback due to R-Entertainment not being able to host any events due to the pandemic.

The PRC expressed their support with staff recommendations but would like to see dates not used by R-Entertainment open for local and community events, and overall utilized more when R-Entertainment is not occupying the venue. Director Nemeth agreed.

2. Fort Tuthill North Entrance Access (35 Minutes)

Director Cynthia Nemeth addressed this topic as a future Board of Supervisors agenda topic for August but has been postponed. Director Nemeth continues with informing the PRC that Northern Arizona Healthcare Corporation has purchased 15 joining parcels that equal 160 acres north of Fort Tuthill. Their intent is to build a new medical campus which may cause the regional plan to be amended because with the sharing of the north boarder there may be impacts on the park as development occurs. Director Nemeth shared a parcel map that shows the Fort Tuthill property and how the northern parcels are adjacent to one another. Jeff Stein from the FCCP is instrumental in this project, so Director Nemeth let Jeff take over the discussion and share more information. Jeff shared the future maps and layouts of what is being envisioned with property layout, new road networks, how development impacts current trail systems.

Director Nemeth shared with the PRC different considerations and impacts with this development such as land use, developmental impacts on the park, circulation, and public safety. Director Nemeth also shared the Fort Tuthill Master Plan layout with expanding and developing more amenities in the northern area of the park that must be considered moving forward. Director Nemeth went through some of the drafted guiding principles with the development such as, preserving open spaces and buffers to preserve the natural character of the park landscape and experience. Other principles include life safety needs, limiting access points, meeting day to day operations, hosting events, minimizing trail/road crossings, and working with partners/stockholders for best possible outcome for all parties involved.

Chair Mongrain mentioned working with a healthcare organization it would be great work together with promoting healthy habits and utilizing the park. Commissioner Brian Blue agrees and would recommend the healthcare facility when developing their design consider their campus as an extension of the park. Commissioner Ellen Parish also agrees and thinks that's a great idea for the healthcare campus to join our community's culture and area by developing a healthcare campus that will benefit all parties.

3. Themed Events at Fort Tuthill Subcommittee (10 Minutes)

Chair Steve Mongrain discussed the topic of forming a subcommittee to focus on the Funday at the Fort fundraising opportunity for the FCCP. Chair Mongrain added in July's meeting all Commissioners volunteered to be part of the subcommittee however, with follow up discussion with Steve Peru (FCCP) a smaller subcommittee would be more effective such as 2 members from PRC, 2 members from FCCP, and 2 CCPR staff members. Chair Mongrain asked Commissioner Brian Blue and Ellen Parish to represent the PRC in the Funday at the Fort subcommittee, which they have agreed. The remaining Commissioners support Commissioner Blue and Parish to represent the PRC in the subcommittee.

Chair Mongrain makes a motion that Commissioners Ellen Parish and Brian Blue be approved to represent the PRC with the Funday at the Fort subcommittee. Commissioner Mary Hendricks seconds the motion. No Commissioners opposed.

4. Joint PRC and FCCP Meeting (10 Minutes)

Chair Steve Mongrain addressed the upcoming joint PRC and FCCP meeting and begin to discuss the development of an agenda. Director Nemeth mentioned she would like to see the Funday at the Fort fundraising/subcommittee as an item. Commissioner Brian Blue

recommends having a subcommittee meeting prior to the joint meeting, and Director Nemeth agreed.

Commissioner Blue asked, who are the other members of the subcommittee? Director Nemeth confirmed Dave Nash and Steve Hoshor will represent FCCP, and Cynthia Nemeth and Mark Yarnall will represent CCPR.

5. Upcoming Board of Supervisor Agenda Items*

August 11, 2020 at 3:00pm – Utility Easement i.e. DW Tower (consent item)

August 11, 2020 at 3:00pm – Contract with Flagline Trails (consent item)

August 11, 2020 at 4:00pm – Fort Tuthill Amphitheater Contract Renewal Discussion

September 1, 2020 at 2:15pm – Water Advisory Committee Draft

September 22, 2020 at 2:15pm – Fort Tuthill North Entrance Access

October 6, 2020 at 2:15pm – Parks and Rec. Fees Cost Recovery Policy Review

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

Reports (10 Minutes)

1. Director's Report

Director Cynthia Nemeth reported to the Commissioners the tentative Board of Supervisors upcoming agenda items and reminded the group all dates are subject to change.

Director Nemeth also informed the PRC the current construction project that are underway; the cell phone tower, wastewater project, and the Sheep Crossing extension to the FUTS segment. She also reminded everyone of the upcoming Virtual County Fair during the Labor Day weekend. Director Nemeth closed by mentioning CCPR staff member Cait Kelly has a new position within the Health and Human Services Department.

2. Commissioner's Report

Commissioner Brian Blue and Director Nemeth discussed the early process of some community members of Parks, AZ is requesting the development of a new park in their area. Commissioner Ellen Parish shared she has started teaching an outdoor yoga class out at Mormon Lake on Thursday and Saturday mornings.

Chair Steve Mongrain mentioned there was a recent election in Page, AZ and Mayor Levi Tappan lost to Bill Diak who was mayor prior to Levi Tappan.

Adjourn

The meeting was adjourned at 5:58pm.

Notice:

Next Friends of Coconino County Parks Meeting: August 20, 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