

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

Minutes

1. Call to Order

The meeting was called to order at 4:00pm by Chair Steve Mongrain. Vice Chair Brian Blue was present. Commissioners Ellen Parish, Howard Brown, Daniel Heil, Pam Foti, Mary Hendricks, and Jean Marie Rieck were also present. Staff in attendance was Cynthia Nemeth (Parks and Recreation Director) and taking minutes Kayla Cooper (Administrative Specialist II).

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 October 7, 2021

October Minutes were approved.

4. Public Appearances/Introductions/Call to the Public

New Business

5. Parks and Recreation Commission Goals

Vice chair Blue continued the discussion of the Commissions goals and objectives for 2022. Vice Chair Blue shared a document outlining sources of objectives such as the Board of Supervisors and the PRC mission statement along with the basic responsibilities of the Commission. The basic responsibilities included being public liaisons, being the eyes and ears for the Board of Supervisors, replying to reviews and staff projects and reviewing the policies of Parks and Recreation for the community.

Vice Chair then explained that the Commission had two very specific goals last year; One was to help the Friends of Coconino County Parks (FCCP) become a large money maker for Coconino County. Together the PRC and FCCP developed an idea called the Fun Day at the Park at Fort Tuthill County Park. The idea was to get all the partners at Fort Tuthill to come together for a one-day community event that could be a large fundraiser held annually by FCCP. This idea was put on hold due to the COVID-19 Pandemic however Vice Chair Blue recommends that the PRC and FCCP discuss the consideration this idea for the future.

Next Vice Chair Blue explained another goal the PRC had last year which was to engage small communities in the master planning process. During the master Planning process, there was a very consistent message from the small communities, they would like to have ways to build community through events or park amenities to serve them and bring them closer together. As a response to a request for help from some members of the community of Parks, the PRC commissioned Northern Arizona University for a survey of Parks residents and the results came back on a 50/50 basis; 50% of those responding wanted improvement and 50% did not want anything.

With that Vice Chair Blue opened the meeting up for a discussion on ideas and thoughts on previous and future goals and responsibilities.

Commissioner Parish then reminded the PRC to keep in mind the mission statement and that it is about adding value to the Parks and Recreation Department and community and not about making more work but instead complimenting each other.

Chair Mongrain added that we must also keep in mind the Master Plan and recommended that the PRC take more of a team approach instead of an individualized approach based on districts. He recommends that the approach begin with looking at trails. There is a matrix in the Master Plan that summarizes what amenities the communities within Coconino County would like to have and trails is listed as a desired amenity. Chair Mongrain then added that working on items such as trails together would be more beneficial than working on items separately.

Commissioner Brown stated that whatever that PRC does must be within the Commission's powers, within the intent of why the Commission was established, and within the limitations that the PRC has. Commissioner Brown then referenced the PRC orientation materials which states that as an advisory body, PRC shall not take independent action to represent a position or opinion that is not true. He added that it also states that the PRC shall act in an advisory capacity to the Board of Supervisors, shall submit recommendations to the board through the Parks and Recreation Department. Brown then added that whatever the PRC does should be within the acting boundaries.

Vice Chair Blue then asked what should the PRC do as a commission? What can the PRC say they have accomplished?

Commissioner Brown answered that the PRC should submit recommendations to the board. For example, the PRC should pick an area to focus on the trails in that area and then make recommendations to the board on what should be done to them.

Director Nemeth added that the purpose of the Commission is to recommend policy such as fees, procedures, and rules etc., which would be strategic planning through the Master Plan. She then added that another main objective is to be responsive to the community through identifying the needs and being responsive to the needs of the community.

Commissioner Brown then asked the group if the PRC has an obligation to submit or initiate recommendations to the Parks and Recreation Department and the Board of Supervisors.

Director Nemeth answered that traditionally recommendations are an obligation of the PRC, and its Commissioners as the Commissioners are representatives of their Districts and will have the inside information from community members which is very helpful to the Board of Supervisors.

Commissioner Hendricks stated that the trails idea is a great idea as it can be applied to every District. She then added that PRC is aware of the high costs to develop and execute these ideas and that it is a great starting point.

Commissioner Heil then added that collaboration or working with organizations and then overlapping ideas and projects and events would be a great way to share resources and key information.

Vice Chair Blue then summarized the goals and objectives that group discussed and elaborated on possible fundraising opportunities. One specifically was the opportunity to make more money from the campground at Fort Tuthill County Park and to use the campground to engage more park visitors.

Next, Chair Mongrain directed the group on how the PRC will move forward with their goals and responsibilities. He encouraged the PRC to reach out to their communities and to find out what kind of trails they would like to see in their communities so that they could next take that information to the Board of Supervisors.

6. Kanab Outdoor Recreation Summit

Chair Mongrain will gave an update on the Kanab Outdoor Recreation Summit. The summit was a two-day event in Kanab, Utah that offered various outdoor opportunities to go on hikes and ride bikes and paddle boards. There were also numerous presentations on outdoor recreation including a keynote speaker who introduced the East Side Initiative. The initiative is to help mitigate the overcrowding Zion National Park by offering amenities such as an electric shuttle system. With that there is also an idea to build a visitors' center there with housing for recreation-based workers. Next Chair Mongrain discussed and shared the Rural Economic Development Toolkit which is comprised of the 15 best practices of how to guide for creating outdoor recreation opportunities. Lastly, he summarized the presentation on outdoor recreation success stories which gave an understanding of what other communities are doing to succeed.

7. New Chairman Discussion

Chair Mongrain asked the Commissioners to send their nominations for both the Chair and Vice Chair position to Director Nemeth and Administrative Specialist Cooper so that they can begin the process of letting the nominees know that they were nominated.

8. Upcoming Board of Supervisor Agenda Items*

Placeholder Agenda Items*

Pending Date/Time

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

Reports

1. Director's Report

Director Nemeth updated the Commissioners on what is happening at CCPR and Fort Tuthill County Park. The bike park restroom had its ribbon cutting ceremony and the restrooms are officially open for use. Also, CCPR will begin turning dirt at Harrenburg Wash as a part of the Wetland Restoration Project. Next Director Nemeth explained what is happening with the Assistant Director Position at CCPR. She explained that both top two choices declined their job offers for the position and that she is now considering a third option. Lastly Nemeth went over the funding received for the sewer to the campground and the parking lot repair. CCPR has received \$1.1 billion to complete these projects and is working closely with the campground on an agreement in which they will invest in improvements and will extend their agreement for a longer period.

2. Commissioner's Report

Vice Chair reported that he attended the ribbon cutting ceremony and was very impressed with the location and quality of the new restroom.

Commissioner Parish shared a link to the statewide comprehensive outdoor recreation plan for the group to review.

Adjourn

The meeting was adjourned at 5:42 PM.

Notice:

*Next Friends of Coconino County Parks Meeting: November 10, 2021, **Microsoft Teams***

Next Parks and Recreation Commission Meeting: December 2, 2021, Microsoft Teams

**Coconino County
Parks & Recreation Commission**

Steve Mongrain
Steve Mongrain, Chair

**Coconino County
Parks & Recreation Department**

Kayla Cooper
Kayla Cooper
Secretary to the Commission