

**Open Space Acquisition Advisory Committee
General Meeting
June 11, 2008
PRESCOTT, ARIZONA**

MINUTES OF THE **General Meeting** OF THE **Open Space Acquisition Advisory Committee** held on **June 11, 2008** in the **City Hall, Lower- Level Conference Room** located at **201 S. Cortez St**, Prescott, Arizona.

1. Roll Call & Approval of Minutes from 5/14/08 Meeting –

Members Present: Michael Byrd, Jeff Low, Walt Anderson, Dan Campbell, Valarie Isley, Jim Lawrence, Ed Lutz, and Ron Smith. **Members Not Present:** Brad Bergamini, Jeri Smith-Fornara, Bruce McKeeman, and Steve Walker.

Others Present: Councilwoman Lopas, Councilman Luzius, Jim Boyd, Michelle Stacy

Michael Byrd and Walt Anderson suggested that the following corrections:

- Item 1 and 2: Change Fonara to Fornara.
- Item 2: Change Petit to Pettit
- Item 3: Change who to whom; tat to that
- Item 4: Change last sentence from “It is” to “Committee members are encouraged...”
- Item 5: Change smith to Smith
- Item 6: 1st paragraph, change Council to Planning and Zoning Commission; 2nd paragraph, change Open Space Advisory Council to Open Space Advisory Commission
- Item 7: 1st paragraph, clarify that the parcel is 6 acres, not the entrance; 3rd paragraph, change 2 acre parcels to 2-acre parcels.
- It was suggested to not have the executive session notes put in the minutes document, but rather have two separate minute documents for regular session and executive session minutes.

Walt made a motion to accept the minutes as amended. Valarie seconded the motion. Motion approved unanimously.

2. Introduction of Guests

There were no guests present at the meeting.

3. Discussion of conversion from Committee to Commission

The committee is entertaining the idea of changing its name for the Open Space Acquisition Advisory Committee to the Open Space Acquisition Advisory Commission. Councilwoman Lora Lopas met with City Attorney Gary Kidd and Elizabeth Ruffner to discuss the effect and process of the possible transition.

Several members engaged in discussion on the advantages and disadvantages of becoming a commission. Some of the questions raised were:

- When is the best time to submit an ordinance to Council for approval?
- Would we have opposition from the present Council?
- Would changing the status give the commission more clout with developers when dealing with Open Space?
- Would there be any pitfalls with changing the name in regards to Open Meeting Laws?
- Would a commission maintain the integrity of committee personnel and special members?

Upon further discussion, it was recommended that an ordinance be written up and submitted to council as soon as possible. The Open Space master Plan should be included in the ordinance. A significant improvement in relations between commission members, developers and City staff is anticipated as a result of the title change.

A motion was made by Dan Campbell to move forward with the idea of changing the name from "Committee" to "Commission" by creating and submitting a draft ordinance by the next meeting, July 9, 2008 so that it can be forwarded to City Council for approval. The motion was seconded by Valarie Isley, Motion was approved unanimously.

4. Working Group Updates

Outreach Group: Michael Byrd and Prescott Creeks did a 7 minute presentation piece for Cable One. If the committee is interested, he would like to do another presentation on Open Space and Watson Woods. Valarie Isley stated that she would coordinate with fellow members to get information and ideas for the piece.

Development Review: Jim Lawrence informed the committee that it is too late to change P & Z codes on the Fann Granite Dells Estate property. The annexation process is already in motion and the committee is encouraged to improve on process in preparation for the next annexation. Councilwoman Lopas informed the committee that the next annexation will be for commercial property, but that the committee should be prepared to weigh in on any property before the annexation process is started.

5. Presentation- Open Space Master Plan Council Update by Jeff Low

Jeff Low presented the updated version of the Open Space Master plan. Per the meeting held on May 14, 2008, changes were being made to highlight the main areas of the Granite Dells property. It was recommended that there be two separate headings for the Granite Dells Area: "Granite Dells: Watson Lake" and "Granite Dells: Wildlife Corridor". It was also recommended to remove Miller Creek from the Granite, Miller, Willow Creek Corridor heading. The Planning and Zoning Commission would like to have a public use introduction to the Granite Dells area description added. Walt

Anderson and Ron Smith said they would work on this section of the Master Plan for a final presentation to the plan next meeting.

Planning and Zoning Commission would also like to have a section added in regards to open space maintenance. The committee agreed that it should be best described as "management" rather than maintenance. The goal of the committee is to have volunteers perform maintenance on the open space land with a budget of \$45,000 in management funds for the year.

Jeff Low and Michael Byrd will also go through the recommendation section and make changes as needed for the updated plan.

6. Consideration of funding mechanism(s) for management of acquired open space

The committee is looking for ways to possibly maintain outside funding for open space acquisition. Avenues that are being looked into are having possible land and/or money donations, or creating an endowment or trust fund. The committee will need to check with City Finance director, Mark Woodfill to find out about finance management and with Kristi Edwards of the Yavapai Community Foundation, for instructions on how to create a foundation and become a 501-C-3 Non-Profit.

7. Executive Session

A. Discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property, pursuant to A.R.S. 38-431.03(A)(7).

i. Properties in the Granite Dells area



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8. Adjournment

Meeting was adjourned at 7:23pm.

9. Next Scheduled Meeting: 7/9/08

Michael Byrd

NAME OF CHAIRMAN, Chairman

Michelle Stacy

NAME OF MINUTE PREPARER