

## NOTICE AND AGENDA

**OPEN SPACE COMMISSION  
MONDAY  
10/23/23**

**IN PERSON  
2:30 - 5:30 PM  
MCALLISTER RANCH  
FIRST RIGHT AFTER CITY OF PUBLIC WORKS  
3200 W ROUTE 66  
FLAGSTAFF, AZ 86001**

**1. Call to Order**

**2. ROLL CALL**

*NOTE: One or more Commissioner may be in attendance through other technological means.*

Chair William Wilson

Vice Chair Bruce Applin

Commissioner Mary Norton (P&Z Liaison)

Commissioner Bruce Fox

Commissioner Jacqueline Thomas

Commissioner Lina Wallen

Commissioner Nat White

Councilmember Representative: Deborah Harris

**3. Land Acknowledgment**

The Flagstaff Open Space Commission humbly acknowledges the ancestral homelands of this area's Indigenous nations and original stewards. These lands, still inhabited by Native descendants, border mountains sacred to Indigenous peoples. We honor them, their legacies, their traditions, and their continued contributions. We celebrate their past, present, and future generations who will forever know this place as home.

**4. Approval of Minutes**

**5. Public Comment**

At this time, any member of the public may address the Commission on any subject that is not scheduled before the Commission on this day. The Arizona Open Meeting Law prohibits the Commission from discussing or taking action on an item which is not listed on the prepared agenda. Commission members may, however, respond to criticism made by those addressing the Commission, ask staff to review a matter, or ask that a matter be placed on a future agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.

**6. Business Items**

**A. Council Update Approval**

**B. Observatory Mesa Trail Planning - Mark Loseth**

**7. Reports and Updates**

**A. Council Representative Report - Councilmember Deborah Harris**

- B. Planning and Zoning Commission Representative Report - Commissioner Mary Norton
- C. Open Space Management Report - Staff
- 8. Informational Items To and From Commissioners and Staff
- 9. Potential Future Agenda Items
- 10. Adjournment

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on \_\_\_\_\_, at \_\_\_\_\_ a.m./p.m. This notice has been posted on the City's website and can be downloaded at [www.flagstaff.az.gov](http://www.flagstaff.az.gov).

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Koren Brown, Administrative Specialist

ADDITIONAL INFORMATION: In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Koren Brown ([koren.brown@flagstaffaz.gov](mailto:koren.brown@flagstaffaz.gov)) at least two business days prior to the scheduled meeting time to enable the City to make reasonable arrangements.



**Open Spaces Commission**

**4.**

**From:** Koren Brown, Administrative Specialist

**DATE:** 10/23/2023

**SUBJECT:** **Approval of Minutes**

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**STAFF RECOMMENDED ACTION:**

**Executive Summary:**

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**Attachments**

September Minutes

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**Form Review**

Form Started By: Koren Brown

Started On: 10/18/2023 04:44 PM

Final Approval Date: 10/18/2023

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**MINUTES**

**OPEN SPACE COMMISSION  
MONDAY  
SEPTEMBER 25, 2023**

**HYBRID MEETING  
FLAGSTAFF AQUAPLEX  
AND MICROSOFT TEAMS  
1702 N FOURTH STREET  
4:00 P.M.**

**1. Call to Order**

The meeting was called to order by Chair Wilson at 4:03 pm.

**2. Roll Call**

*NOTE: One or more Commissioner may be in attendance through other technological means.*

**PRESENT**

Chair William Wilson  
Commissioner Mary Norton (P&Z Liaison)  
Commissioner Bruce Fox  
Commissioner Jacqueline Thomas  
Commissioner Lina Wallen  
Commissioner Nat White

**NOT PRESENT**

Vice-Chair Bruce Applin  
Councilmember Deborah Harris

**STAFF & OTHERS**

Rebecca Sayers - PROSE Director  
Robert Wallace - Open Space Supervisor  
Sylvia Struss - Open Space Coordinator  
Sarah Holditch - Open Space Coordinator  
Koren Brown - Admin Specialist  
Mark Loseth - SDR

**3. Land Acknowledgment**

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**4. Approval of Minutes**

It was requested to revise minutes to not attribute comments to individuals. Minutes were motioned to approve by Commissioner White, seconded by Commissioner Thomas. Commissioner Thomas abstained due to absence. Vote to approve minutes as amended was unanimous.

**A. August Minutes****5. Public Comment**

At this time, any member of the public may address the Commission on any subject that is not scheduled before the Commission on this day. The Arizona Open Meeting Law prohibits the Commission from discussing or taking action on an item which is not listed on the prepared agenda. Commission members may, however, respond to criticism made by those addressing the Commission, ask staff to review a matter, or ask that a matter be placed on a future

agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.

No public comment.

## 6. Business Items

- A. Open Space Terminology Text Amendment Update.** Robert Wallace. Requested Action: Informational, Discussion.

Objective to revise Open Space terminology as defined by Community Development to distinguish between City Open Space and Community Development spaces. The terminology has previously been: "Common Open Space, Outdoor Open Space, and Private Open Space". The revisions are intended to clarify and further contextualize planning.

There will be upcoming public hearing dates:

- Oct 11<sup>th</sup> – P&Z Commission Work Session
- Oct 25<sup>th</sup> – P&Z Commission Public Hearing
- Nov 21<sup>st</sup> – Council Public Hearing – first read
- Dec 5<sup>th</sup> – Council Public Hearing – second read

The Commission recommends adding a definition for legally designated open space in the text.

- B. Water Services Reliability Roundtable Update.** All. Requested Action: Informational, Discussion.

This was an informational, one-hour session to discuss water interests and gather feedback from the community to shape an outreach plan as the city undergoes a rate study for water, wastewater, and reclaimed water services. Recapped strategic plan, future challenges with infrastructure, work force, and climate change and potential strategies to address.

- C. November/December Combined Meeting Planning.** All. Requested Action: Informational, Discussion.

Upcoming meeting date changes

- Next meeting October 23, 2023, 2:30 PM – 5:30 p.m. on site at Public Works
- Cancelled Monday, November 27 meeting.
- Cancelled Monday, December 25 meeting.
- New meeting date Monday, December 11, 4-6 pm (this will take the place of the Nov/Dec meetings)

- D. Prioritization Multi-year Project Planning.** Rebecca Sayers, PROSE Director. Requested Action: Informational, Discussion.

This item was selected to be moved to a future agenda to provide additional time for the other agenda items.

- E. Council Update Planning.** All. Requested Action: Informational, Discussion, Decision.

The annual update from the Commission to City Council is scheduled for October 31, 2023. The Commission reviewed the draft presentation and talking points. Commissioners provided recommended changes and asked staff to update the documents for their review and approval at their next meeting.

- F. Observatory Mesa Trail Planning.** Mark Loseth (SDR) and City staff. Requested Action: Informational, Discussion, Decision.
- Public Input Synthesis
  - Single-use vs. multi-use
  - Directional trails

The Commission reviewed the Public Feedback Synthesis for the Observatory Mesa Trail Plan and the draft Trail Plan for the Greater Observatory Mesa area.

The Commission provided some feedback on the organization of the Public Feedback Synthesis. There was also thought, and concern expressed that the community feedback does not provide sufficient data for making important decisions related to the draft Trail Plan. Staff provided clarification that the Public Feedback Synthesis is meant to be a summary of public feedback that identifies the themes that are important to the public so that we can consider what was heard from the community and help base plan decisions to make sure the Trail Plan is representative of the community.

The Commission shared some comments on ensuring that the Trail Plan upholds the original intent for the Bond Fund that voters approved. PROSE Director, Rebecca Sayers, shared that the 2004 funds for Observatory Mesa were for acquisition. The bond also has some language about the intended use being “permanent natural open spaces for public use,” and for “wildlife habitat protection and conservation of observatory viewing quality.” The Open Space Section believes that the Trail Plan is in line with those goals as it emphasizes protecting wildlife, reducing the number of trails and restoring many of them to a natural state, and providing signage and access to the public. Staff will send the publicity pamphlet for the 2004 bond fund to commissioners for their review.

Commissioners discussed several features of the Trail Plan, focusing on elements that they find concerning. Topics included:

- Concern that the plan is more weighted towards bike use rather than walkers/hikers or other users.
- The need to ensure that the plan preserves space for wildlife and enhanced experience.
- Ensuring parking for better access to allow access for users, especially walkers/hikers.
- Single use vs multi use, specifically thoughts that single use caters towards bikes and may not benefit other users.
- Directional Trails and how they would reduce the non-bike user’s ability to make short out and back trips.
- The lack of easily accessible shorter loops that are important for walkers/hikers.
- E-bike appropriateness.

## **7. Reports and Updates**

- A. Council Representative Report.** Council Representative Deborah Harris

Council Representative Deborah Harris was not present.

- B. Planning and Zoning Commission Representative Report.** P & Z Representative Mary Norton

There were no reports.

**C. Open Space Management Report.** Robert Wallace and Sylvia Struss

This item was omitted for time.

**8. Informational Items To and From Commissioners and Staff**

No items to report.

**A. PROSE NEWSLETTER**

**9. Potential Future Agenda Items**

There were no new items to add.

Commissioners requested that the next meeting be a field visit to the Observatory Mesa Natural Area so that they could see the focus area of the draft Trail Plan. Staff will work to identify and schedule the field trip.

**10. Adjournment**

The meeting adjourned at 6:04 pm.



**Open Spaces Commission**

**6. B.**

**From:** Koren Brown, Administrative Specialist

**DATE:** 10/23/2023

**SUBJECT:** Observatory Mesa Trail Planning - Mark Loeth

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**STAFF RECOMMENDED ACTION:**

**Executive Summary:**

- Single-use vs. multi-use
  - Directional trails
  - Balance between recreation and preservation
  - E-bikes use
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**Attachments**

*No file(s) attached.*

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**Form Review**

Form Started By: Koren Brown

Started On: 10/09/2023 02:38 PM

Final Approval Date: 10/09/2023

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**Open Spaces Commission**

**7. C.**

**From:** Koren Brown, Administrative Specialist

**DATE:** 10/23/2023

**SUBJECT:** Open Space Management Report - Staff

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**STAFF RECOMMENDED ACTION:**

**Executive Summary:**

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**Attachments**

PROSE September Newsletter

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**Form Review**

Form Started By: Koren Brown

Started On: 10/09/2023 02:46 PM

Final Approval Date: 10/09/2023

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# PROSE

## PARKS, RECREATION, OPEN SPACE, AND EVENTS

September 2023

### Buffalo Park Accessibility Trail

Congratulations to the Parks Section on their successful completion of the Buffalo Park Accessibility Trail.

The grant funded project included two-miles of trail replacement along with six-pieces of adaptive equipment.

Thank you to those who came out to celebrate on September 13 and the Arizona Daily Sun for their feature on the project.

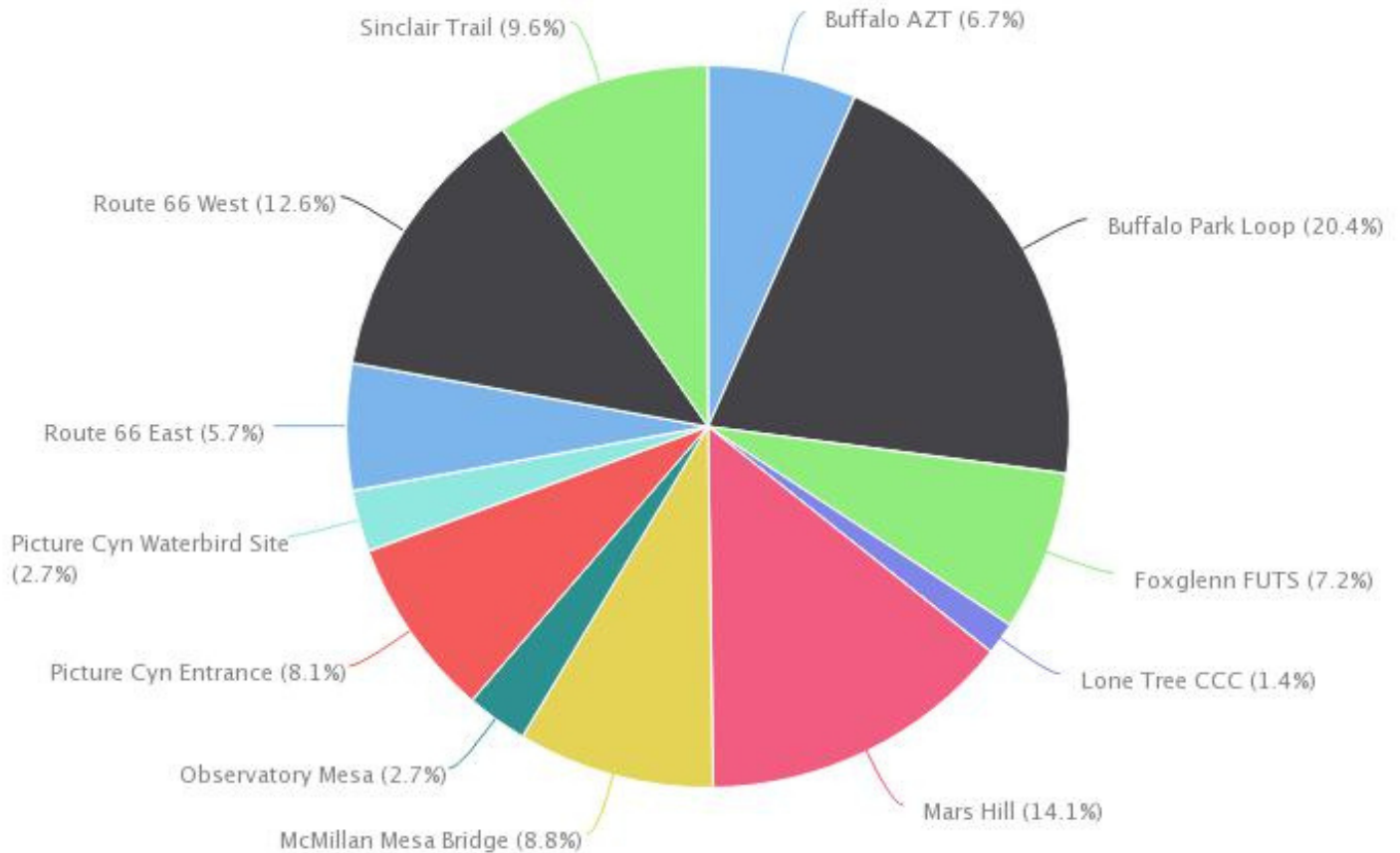


Above: Staff speak with Rachel Simukonda, chairperson of the Commission on Inclusion and Adaptive Living at the Buffalo Park Celebration  
Left: Rachael utilizes a new piece of adaptive equipment  
Below: New mile marker signage along the trail



# Compare Sites

2023-08-01 to 2023-08-31



Site Name	Daily Average
Buffalo AZT	112.9 (6.7%)
Buffalo Park Loop	346 (20.4%)
Foxglenn FUTS	121.6 (7.2%)
JW Powell	0 (0.0%)
Lone Tree CCC	24.5 (1.4%)
Mars Hill	238.4 (14.1%)
McMillan Mesa Bridge	149 (8.8%)
Observatory Mesa	46.5 (2.7%)
Picture Cyn Entrance	136.9 (8.1%)
Picture Cyn Waterbird Site	46.5 (2.7%)
Route 66 East	96 (5.7%)
Route 66 West	213 (12.6%)
Sinclair Trail	162.8 (9.6%)

## Trails Count

The month of August stayed the course with a daily average of 1700 commuters and users along the FUTS.

The Aquaplex Anniversary Membership Drive, which occurred September 7-9, brought in \$31,345.32 with a total of 253 passes sold. Congratulations to the Aquaplex team for their hard work leading up to and during the membership drive. Miss the sale? Don't worry, the next membership drive will take place in January.



Night Court began this month at Hal Jensen Recreation Center. The program partners with the Flagstaff Police Department to play 5x5 basketball with youth grades 6th-12th.

Night Court will occur the third Friday of each month from 9:00pm-11:00pm.

Below: Erika Rose Alexander teaching youth during an acting workshop

Erika Rose Alexander hosted a youth acting workshop at Hal Jensen teaching participants vocal exercises, how to project their voices, and improv.

Erika is a Flagstaff native, American actress, writer, producer, entrepreneur and activist best known for her roles as Pam Tucker on *The Cosby Show* and Maxine Shaw on the sitcom *Living Single*.



# Plein Air in Open Spaces!



Fri 9/22 3-5pm  
Buffalo Park  
Sat 9/23 10am-2pm  
Wheeler Park  
Sat 9/30 10am-noon  
Picture Canyon

Art supplies and easels provided!  
All ages and abilities welcome!



Open Space has been hard at work pulling weeds before seeds drop. They wrapped up the Wednesday Weed Pull events and will continue with occasional volunteer events as they come.

Open Space submitted another application for the Heritage Grant Fund to extend our educational programs and received approval for an ELC AmeriCorps position. More educational events are on the horizon!



Above: Volunteers with  
knapweed

Above Right: before weed pull

Below Right: after weed pull

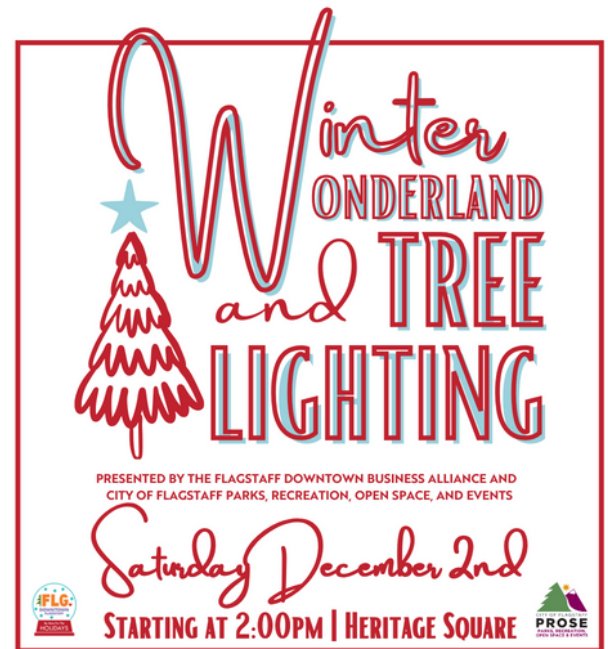


Above: Students participate in warm-up stretches with Phoenix Suns dancers.

The Phoenix Suns and APS hosted a Phoenix Suns Court Take Over and Clinic on Monday, September 25, 2023.

The take over was a long overdue celebration of the court resurfacing done at Ponderosa Park. FUSD students along with the general public came out and participated in basketball drills, dancing, and more!

Save the date for the annual Winter Wonderland and Holiday Tree Lighting. A partnership with the Downtown Business Alliance brings the community a free event full of music, crafts, yummy treats, and a visit from Santa to light the tree!



## Upcoming Events in Flagstaff

**First Friday Art Walk**  
October 6  
Heritage Square

**Oktoberfest**  
October 7  
Wheeler Park

**Flagstaff Community Market**  
Sunday Morning  
City Hall Parking Lot

**Flagstaff Urban Flea Market**  
October 14  
City Hall Parking Lot



[flagstaff.az.gov/prose](http://flagstaff.az.gov/prose)



## Open Spaces Commission

9.

**From:** Koren Brown, Administrative Specialist

**DATE:** 10/23/2023

**SUBJECT:** Potential Future Agenda Items

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### STAFF RECOMMENDED ACTION:

#### Executive Summary:

Next Meeting: December 11, 2023

- Observatory Mesa Trail Planning. (December)
- Commission Collaborations, (P&R and OSC).
- Prioritization Multi-year Project Planning. Rebecca Sayers, PROSE Director.
- BBB Fund Allocations.
- Don Weaver Trail Alignment Proposal.

#### Connection to PBB Priorities/Objectives, Carbon Neutrality Plan & Regional Plan:

##### Priority Based Budget Key Community Priorities and Objectives

\*\*\*Reference Priorities and Objective documents at: S:\- City of Flagstaff\COUNCIL - AGENDAQUICK & PRESENTATIONS\*\*\*

##### Carbon Neutrality Plan

\*\*\*Reference Priorities and Objective documents at: S:\- City of Flagstaff\COUNCIL - AGENDAQUICK & PRESENTATIONS\*\*\*

Please contact Nicole Antonopoulos or Jenny Niemann for questions and assistance.

##### Regional Plan

\*\*\*Reference Regional Plan Desk Guide at: S:\- City of Flagstaff\COUNCIL - AGENDAQUICK & PRESENTATIONS\*\*

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### Attachments

*No file(s) attached.*

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### Form Review

Form Started By: Koren Brown

Started On: 10/09/2023 02:43 PM

Final Approval Date: 10/09/2023

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