

NOTICE AND AGENDA

PARKS AND RECREATION COMMISSION
MONDAY
MAY 19, 2025

IN-PERSON ONLY
SUSTAINABILITY OFFICES
419 N. MOGOLLON ST, FLAGSTAFF, AZ 86001
4:00 P.M.

1. **Call to Order**

2. **Roll Call**

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

Chair Stephen Parsons	Commissioner Jill Christensen
Vice Chair Austin Kerr	Commissioner Josh Stackhouse
Commissioner Neil Frazier	Vacant
Commissioner Autumn Layden-McLeod	Councilmember Representative: Anthony Garcia

3. **Land Acknowledgement**

The Flagstaff Parks and Recreation 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 April 21, 2025 Minutes**

5. **Public Comment**

This portion of the meeting is for items that are NOT on the agenda. The Commission cannot act on items presented during the public participation of the agenda. The Commission is prohibited by the open meeting law from discussing or considering the item until the item is officially placed on an agenda. Please limit comments to five minutes.

6. **Discussion Items**

- A. Meet the Park Ranger, Thomas McKenna
Informational only
- B. Visit Future Indigenous Community Cultural Center
Informational only
- C. Visit the area around the Frances Short Duck Pond for future Beautification Arts Sciences rotating art displays
Informational only

7. **Reports and Updates**

- A. Council Representative Report, Council Representative Anthony Garcia
- B. PROSE Monthly Newsletter, April 2025.

8. **Informational items to and from Commissioners and Staff**

9. **Agenda Items for next meeting**

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 May 14, 2025, at 3:00 p.m. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this 14th day of May, 2025.

Lori Reynolds

Lori Reynolds, Administrative Specialist

ADDITIONAL INFORMATION: In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Lori Reynolds (lori.reynolds@flagstaffaz.gov) at least two business days prior to the scheduled meeting time to enable the City to make reasonable arrangements.



Parks & Recreation

4.

From: Lori Reynolds, PROSE Admin Specialist

DATE: 05/19/2025

SUBJECT: Approval of April 21, 2025 Minutes

STAFF RECOMMENDED ACTION:

Executive Summary:

Attachments

Approval of April 21, 2025 Minutes

DRAFT MINUTES

PARKS AND RECREATION COMMISSION
MONDAY
APRIL 21, 2025

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

1. Call to Order

Chair Parsons called the meeting to order at 4:01 p.m.

2. Roll Call

Note: one or more commissioners may be in attendance through other technological means

Stephen Parsons (Chair) - present	Jill Christensen - present (Teams)
Austin Kerr (Co-Chair) - present (Teams)	Josh Stackhouse - absent
Neil Frazier - present	Vacancy
Autumn Layden-McLeod - present (Teams)	Councilmember Anthony Garcia - present (Teams)

Staff and Others Present

Amy Hagin, Assistant Parks and Recreation Director
Haley Reynolds, Events and Marketing Manager
Rebecca Sayers, Parks, Recreation, Open Space, and Events Division Director
Anne Dunno, Mountain Line
Heather Dalmoin, Mountain Line
Claire Addleman-Heath, Norris Design

3. Land Acknowledgment

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4. Approval of Minutes - March 17, 2025

Commissioner Frazier motioned to approve the March 17, 2025 minutes as written. Co-Chair Kerr seconded. The vote was unanimous in favor of approval.

5. Public Comment

This portion of the meeting is for items that are NOT on the agenda. The Commission cannot act on items presented during the public participation of the agenda. The Commission is prohibited by the open meeting law from discussing or considering the item until the item is officially placed on an agenda. Please limit comments to five minutes.

There was no public comment.

6. Discussion Items

A. Civic Space at the Downtown Connection Center

Amy Hagin presented on the future Civic Space at the Downtown Connection Center off Phoenix Ave and S. Beaver Street. The project is in a conceptual stage with suggested amenities such as a splash pad, food truck area, green space, trees, an art piece and pathways. The project held community outreach over a lengthy period by Mountain Line and consultants and hinges on the Rio de Flag project completion, which is currently slated for the year 2028.

B. Upcoming Special Events Season

Haley Reynolds discussed the upcoming season filled with signature events such as Concerts in the Park and larger-scale events with a 4th of July Drone Show, and privately produced events like Art in the Park, music festivals and parades.

C. Sport Courts at Bushmaster Park Update

Amy Hagin updated the Commission on the upcoming capital project that will be in front of City Council on May 6th, 2025, seeking approval of a construction contract with Hope Construction in the amount of \$2,168.892. A formal procurement process, an Invitation for Bids, was completed in April with the lowest responsible bidder identified. If approved, the project would commence on May 7th, 2025, and be completed by November 2025.

7. City Council Liaison Report - Councilmember Anthony Garcia

Councilmember Garcia shared information regarding the Land Availability and Suitability Study and Code Analysis Project and asked that the community get involved with filling out the questionnaire.

8. Reports - Monthly Highlights of Parks, Recreation, Open Space, and Events

A. PROSE March 2025 Monthly Newsletter

9. Informational Items to and from Commissioners and Staff

- Field trip for the next meeting in May

10. Agenda Items for the Next Meeting

- Thorpe Park field trip including Indigenous Community Cultural Center
- Meet the Park Ranger, Thomas McKenna

11. Adjournment

Chair Parsons adjourned the meeting at 5:01 p.m.



Parks & Recreation

6. A.

From: Amy Hagin, Assistant Parks and Recreation Director

DATE: 05/19/2025

SUBJECT: Meet the Park Ranger, Thomas McKenna

STAFF RECOMMENDED ACTION:

Informational only

Executive Summary:

Informational only



Parks & Recreation

6. B.

From: Amy Hagin, Assistant Parks and Recreation Director

DATE: 05/19/2025

SUBJECT: Visit Future Indigenous Community Cultural Center

STAFF RECOMMENDED ACTION:

Informational only

Executive Summary:

Informational only



Parks & Recreation

6. C.

From: Amy Hagin, Assistant Parks and Recreation Director

DATE: 05/19/2025

SUBJECT: Visit the area around the Frances Short Duck Pond for future Beautification Arts Sciences rotating art displays

STAFF RECOMMENDED ACTION:

Informational only

Executive Summary:

Informational only



Parks & Recreation

7. B.

From: Lori Reynolds, PROSE Admin Specialist

DATE: 05/19/2025

SUBJECT: PROSE Monthly Newsletter, April 2025.

STAFF RECOMMENDED ACTION:

Executive Summary:

Attachments

April 2025 Newsletter



PARKS, RECREATION, OPEN SPACE, AND EVENTS

APRIL 2025 NEWSLETTER

*Connecting our community through people, parks,
natural areas, and programs.*



Electric lawn mower



Electric line
trimmer

Electrification of Small Equipment Begins in Parks

In partnership with the City's Sustainability Division, the Parks Section has taken an exciting step toward reducing emissions by beginning the transition to using electric small equipment. This initiative is funded through the Energy Efficiency and Conservation Block Grant, supporting efforts aligned

with the City's Carbon Neutrality Plan.

In April, Parks received a suite of new electric tools. These included lawn mowers, leaf blowers, pressure washers, line trimmers, battery packs, and chargers. These energy-efficient tools have just recently deployed in the field, helping to reduce noise, improve air quality, and lower the City's overall carbon footprint. Parks is proud to contribute to Flagstaff's sustainability goals by integrating cleaner, quieter equipment into daily operations.



Electric
leaf blower



PARKS

Irrigation Training Field Day

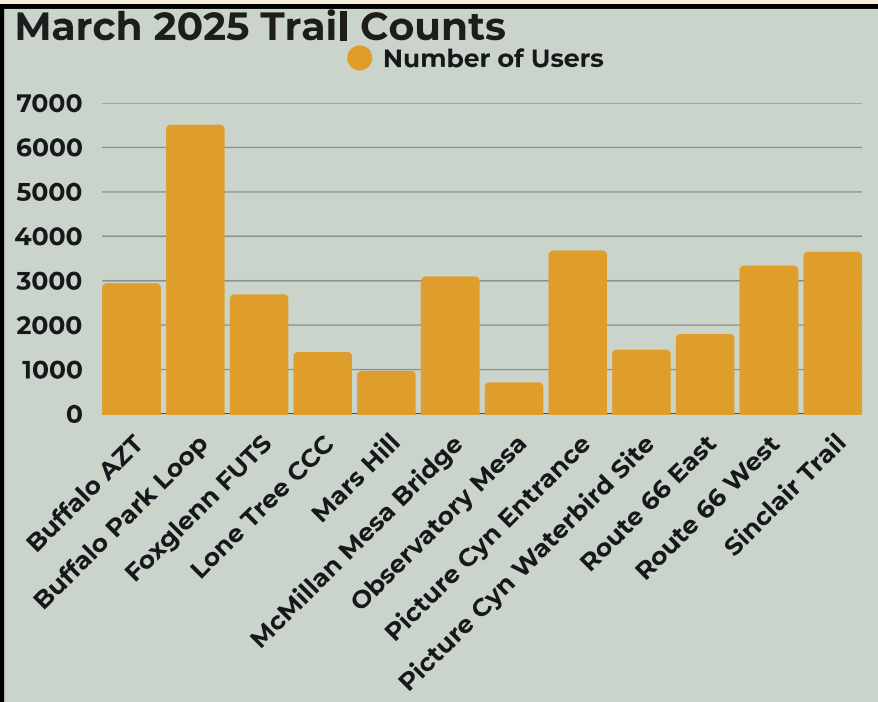
Parks held a hands-on irrigation field day to help staff refresh their skills in preparation for the upcoming season. The training provided practical experience with irrigation system components and maintenance as the team prepares to activate the system for spring and summer operations.



Lynold Herder leading the training

Seasonal Hiring for Summer Operations

As the summer season approaches, the Parks Section kicked off recruitment in April for seasonal temporary maintenance staff. Interested applicants can find the seasonal job listing and apply through the City of Flagstaff’s official recruitment page. This is a great opportunity to work outdoors, gain valuable experience, and contribute to the care of our community’s beloved public spaces.





PROSE
PARKS, RECREATION,
OPEN SPACE & EVENTS

WE ARE HIRING!

Positions:

- ▶ Parks Maintenance Worker (Full Time & Temporary)
- ▶ Parks Technician

APPLY ONLINE

<https://www.governmentjobs.com/careers/flagstaff>



Dancing at Daddy Daughter Ball



RECREATION

Hal Jensen Recreation Center Daddy Daughter Ball

The 2025 Daddy Daughter Ball, themed “An Enchanted Evening,” was a memorable night for all who attended. With 70 participants, the evening featured dinner catered by Oregano’s, lively entertainment from DJ Elijah Smith, and professional portraits by Once Upon a Time Portraits.

Thank you to everyone who helped make this event so special!



Dancing at Daddy Daughter Ball



Flagstaff Aquaplex
OPEN SUNDAYS!
Starting May 11th
9:00am - 3:00pm

Aquaplex Open Sundays Starting May 11th!

The Aquaplex will begin offering Sunday hours starting May 11th, and will be open from 9:00 AM to 3:00 PM.

New Pricing for Personal Training at the Aquaplex

Affordable, flexible options now available for solo or partner personal training sessions.



AARP Tax Assistance at Joe C. Montoya Community & Senior Center

AARP concluded their free tax preparation services at JCM. This annual program primarily supports seniors and individuals with limited income. JCM provided the space at no cost, and AARP volunteers assisted both scheduled appointments and walk-ins. Over 400 tax returns were filed during their time on-site.



Flagstaff Aquaplex PERSONAL TRAINING



Whether you are looking to lose weight, build strength or maintain consistency in your workouts, our trainers are here to help!

- All fitness levels welcome
- Individualized workouts
- Open to ages 15+

Sign up at the Aquaplex Front Desk or Fitness Floor.

Questions?
☎ (928) 213-2304
✉ Brian.Wilson@flagstaffaz.gov



Pricing

Your first session is a **FREE** personalized fitness assessment!

ONE SESSION	\$35
THREE SESSIONS	\$90
SIX SESSIONS	\$150

TRAIN SOLO OR WITH A FRIEND

Each session can accommodate one or two participants. Bring a workout partner and they'll receive **50% off their rate!**



OPEN SPACE

Greater Observatory Mesa Area Trail Plan to be Presented to City Council May 13th

The Flagstaff City Council will review and discuss the Greater Observatory Mesa Area Trail Plan during its work session on Tuesday, May 13, 2025, beginning at 3:00 PM. The public is encouraged to attend in person or online. The final draft of the plan reflects extensive public engagement, including three public meetings, multiple comment periods, and discussions at Open Spaces Commission meetings.

Archaeology Hike at Picture Canyon

In celebration of Arizona Archaeology and Heritage Awareness Month, more than 40 outdoor enthusiasts joined our Open Space Steward volunteers for a guided archaeology hike at Picture Canyon Preserve. Participants learned about the area's rich cultural history while enjoying its scenic natural beauty.

Education & Field Trips

This spring, Open Space welcomed over 100 students and educators to Picture Canyon for hands-on, place-based learning:

- Thomas Elementary 5th Graders partnered with the Arizona Trail Association and Open Space for trail maintenance and native seed planting as part of the AZT Seeds of Stewardship program.
- Flagstaff High School Earth Science students participated in five days of curriculum-enriching field trips, exploring watersheds, geology, and sustainability through guided hikes and reflective activities.
- Flagstaff Cooperative Preschool students enjoyed a nature walk with Open Space educators, observing wildlife and visiting cultural landmarks like the Waterbird Petroglyph.



Field trip at Picture Canyon



Kids visiting the Waterbird site

Greater Observatory Mesa Trail Plan



CITY COUNCIL REVIEW



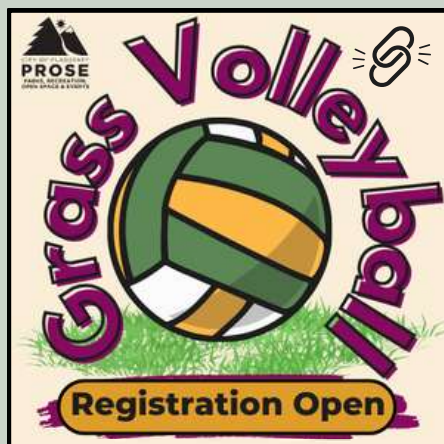
Tuesday, May 13th
3:00PM

FLAGSTAFF CITY HALL
211 W Aspen Ave Flagstaff, AZ 86001



The Greater Observatory Mesa Area Trail Plan will be presented to Flagstaff City Council on Tuesday, May 13th. The public is welcome to attend in person or online.

EVENTS, MARKETING & ATHLETICS



Grass Volleyball Registration Open

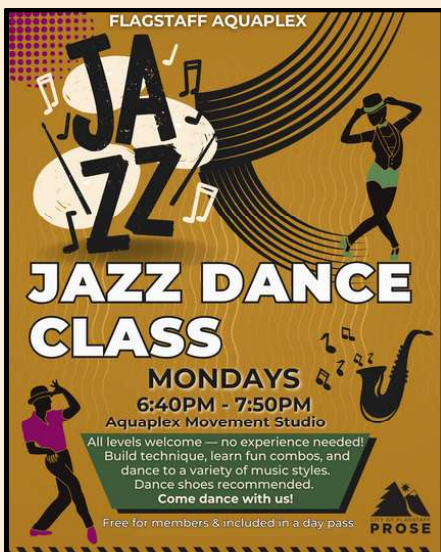
Summer Grass Volleyball registration is now open! The season begins July 1st, and will be every Tuesday evening from 6:00 PM to 10:00 PM at Thorpe Softball Field. Teams of 6 can register for \$275. Register online through Webtrac.

Aquaplex Upcoming Events & Programs

Aquaplex Futsal Tournament

The Aquaplex is putting on a Futsal Tournament on **Sunday, May 18th!** Anyone age 12 and up is welcome to sign up. Registration is \$50 per team. Warm-up will begin at 9:00 AM, with games starting at 10:00 AM and running until the tournament wraps up around 5:00 PM. Whether you're playing for fun or going for the win, it's a great way to spend the day on the court. Teams can sign up online.

Jazz Dance Class at the Aquaplex



The Aquaplex now offers a fun and energetic jazz dance class every Monday from 6:40 to 7:50 PM. This technique-based class welcomes all skill levels, and no prior dance experience is required. Dance shoes are recommended. Free for members and included with a day pass.



Kids Summer Day Camp

Summer fun at the Aquaplex is just around the corner! Designed for ages 6-11, our camp runs weekly from June through July, packed with exciting activities like swimming, rock climbing, games, crafts, and a new theme each week! Register today online or at the Aquaplex!



New Programs at Joe C. Montoya Community & Senior Center

Flagstaff SKETCHERS

Do you enjoy drawing and sketching?

Discover the joy of Urban Sketching – a global movement of people who come together to sketch life on location! Whether you're an experienced artist or just getting started, you're welcome here. We'll offer tips on materials for beginners, and plan local meetups where we'll gather, sketch, and share our world through art. No experience needed – all levels welcome!

MEET-UPS:

First Monday of each month

10:00am - 11:00am

First Wednesday of each month

3:00pm - 4:00pm

Joe C. Montoya Community & Senior Center

(928) 213-2765

PROSE

FREE
No pre-
registration
needed!

Flagstaff Sketchers

Open to all skill levels, from beginners to experienced artists, this group meets monthly to sketch, observe, and connect through art. Tips on materials are available for those just starting out. Monthly meet-ups are held every first Monday from 10:00 to 11:00 a.m. and every first Wednesday from 3:00 to 4:00 p.m. Participation is free and pre-registration is not required.

Raise your Voice Creative Writing Workshop Series

Raise Your Voice

Creative Writing Workshop Series

Joe C. Montoya Community & Senior Center

Weekly on Wednesdays

10:00AM - 11:00AM

Unleash Your Creativity Through Writing
Join us for a fun, welcoming workshop where you'll explore the joy and power of creative writing alongside others. Whether you're a seasoned writer or just starting out, you'll find inspiration through a variety of prompts and exercises designed to spark your imagination. No experience needed—just bring your curiosity, your favorite writing materials, and an open mind. Sharing and discussion are encouraged but never required.

Come write, discover, and connect!

More information on our website (928) 213-2765

FREE
No registration
required

This creative writing workshop series offers a supportive space filled with inspiring prompts, a welcoming atmosphere, and optional opportunities to share. No experience is needed—just bring an open mind and something to write with. Meets weekly on Wednesdays from 10:00 AM – 11:00 AM and is free and open to the public. Pre-registration is not required.

Jay Lively Activity Center Upcoming Events & Programs

Adult Hockey League

The summer sessions for Adult Hockey League B and D Division are now open for registration. Our D division is geared toward beginner players who want to enjoy the game in a supportive team-based format. Our B Division is for advanced and intermediate players looking for a competitive, high-tempo game in a league structured format. Registration closes May 23rd. Games begin June 1st. Register online through Webtrac.

Annual Maintenance Closure

Don't forget—Jay Lively Activity Center will be temporarily closed from May 5th through 24th for annual maintenance and deep cleaning.

Jay Lively Activity Center

ADULT HOCKEY LEAGUE

Join our B Division—for advanced and intermediate players looking for a competitive, high-tempo game in a structured league format.

REGISTRATION CLOSES: May 23rd

GAMES BEGIN: June 1st

Games are Sunday, Tuesday & Thursday nights at Jay Lively Activity Center

CLICK HERE TO SIGN UP!

PROSE

Jay Lively Activity Center

ADULT HOCKEY LEAGUE

Join our D Division—perfect for beginner-level recreational players who want to enjoy the game in a supportive, team-based format.

REGISTRATION CLOSES: May 23rd

GAMES BEGIN: June 1st

Games are Sunday nights at Jay Lively Activity Center

CLICK HERE TO SIGN UP!

PROSE

Stay connected!



JAY LIVELY ACTIVITY CENTER ANNUAL MAINTENANCE CLOSURE

May 5th - 24th

