



BEAUTIFICATION AND PUBLIC ART COMMISSION AGENDA

July 13, 2026 – 4:00 p.m.

City of Flagstaff – Hybrid Meeting – Remote Through Microsoft Teams;
In Person at **Staff Conference Room, Second Floor**

In compliance with Americans with Disabilities Act, if you need assistance to participate in the meeting, please contact Annalisa Hansen, 928-213-2906. Notifications at least 48 hours in advance will enable the City of Flagstaff to make reasonable arrangements.

City Staff: Jana Weldon – Staff Liaison, Annalisa Hansen – Recording Secretary.

The Public is invited to attend this meeting remotely or in-person:

Remote: Please join us via Microsoft Teams by clicking on the following link, which brings you to the live meeting: [Click here to join the meeting](#). Please turn off your camera and mute your microphone except when speaking. If you need an invitation to the meeting, email Annalisa.Hansen@flagstaffaz.gov prior to 3:00 p.m. on the day of the meeting. Please see Public Participation Process in Agenda Item D below.

IN-PERSON: City Hall – Staff Conference Room – Second Floor
211 W Aspen Ave
Flagstaff, AZ 86001

Commissioners are invited to attend either remotely or in-person:

Remote: Please join us via Microsoft Teams by clicking on the following link, which brings you to the live meeting: [Click here to join the meeting](#). Please turn off your camera and mute your microphone except when speaking. If you need an invitation to the meeting, email Annalisa.Hansen@flagstaffaz.gov prior to 3:00 p.m. on the of the meeting.

A. IN-PERSON: City Hall – Staff Conference Room – Second Floor
211 W Aspen Ave
Flagstaff, AZ 86001

B. CALL TO ORDER

C. ROLL CALL:

Michael Rulon, Chair- [Present](#)

Audra Travelbee, Vice-Chair- [Present](#)

Avigail Callan – [Present](#)

Matt McGrath - [Present](#)

Claire Eddleman-Heath- [Present](#)

Carla McCord- [Present](#)

Meredith Curley- [Present](#)

D. PUBLIC PARTICIPATION:

Public comment can be sent to jana.weldon@flagstaffaz.gov, prior to 3:00 p.m. on the day

of this meeting with *Public Comment* in the email subject and it will be read: Or by indicating with a response during this designated public participation section. Public comment is limited to 3 minutes in length. The Arizona Open Meeting Law prohibits the Commission from discussing or acting on an item which is not listed on the prepared agenda. Commissioners 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.

E. APPROVAL OF MINUTES:

1. June Minutes

Commissioner Curley made a motion to approve June minutes pending the remediation of the misspelling of Yvonne Wan's name in item G1. Commissioner Travelbee seconded. All present voted in favor; the motion carried.

F. UPCOMING EVENTS AND ANNOUNCEMENTS:

1. Please look at flagstaff365.com for upcoming events in music, culture, art, and sciences.
2. Commissioner McCord's request for a discussion item for BPAC's role in public art planning for the future Coconino Community College Campus including East Flagstaff Library among other integrations on the campus and surrounding areas will most likely be set on either the August or September agendas.
3. Commissioner McCord's request for direction in the call to artists for future community mosaic project at 4th Street & Lockett will be included in the October retreat.

G. ACTION ITEMS:

1. **Bec Kates Provisional BIA Grantee:** Annalisa Hansen, Community Investment Executive Assistant

This BIA grant was approved provisionally at the May meeting. Grant applicant will present and answer remaining questions BPAC has regarding the youth selection and engagement process. (Presentation time: 5 minutes)

Suggested Action: Review new and previous application materials and discuss. Consider motion to approve BIA grant for Bec Kates.

Bec Kates was not in attendance in person or virtually. No action was taken.

2. **Buffalo Park Water Tank Mural Concept Approval:** Cristen Crujido, Beautification Arts & Sciences Project Administrator

Ms. Crujido will present the proposal selection process and the recommended concept of artist Kayla Newnam for the Buffalo Park Water Tank Mural. The project budget is over \$100,000 and requires approval by Council (Presentation time: 10 minutes)

Suggested Action: Listen to presentation, ask questions, give comments. Consider motion to recommend to Council the proposed design by Kayla Newman for the Buffalo Park Water Tank mural.

Staff presented the project timeline, artwork proposal, evaluation criteria of the proposal, and the artists inspiration for the work. Discussion included refinement of specific plant species, consideration of dead ponderosa pines, appreciation for the attention to detail, and appreciation for the artwork. The proposal will be presented to council and all feedback will be shared with the artist.

A motion to recommend to Council the design proposed by Kayla Newnam was made by Commissioner McCord; Chair Rulon seconded the motion; all present voted in favor. The motion carried.

3. **Beautification in Action Grant Guidelines:** Jana Weldon, Beautification, Arts & Sciences Program Manager

Ms. Weldon will review updated Beautification in Action Grant Guidelines. Guidelines have been revised to add detail on budget and proposal expectations. Language regarding the discouragement of signage has not been amended, open for discussion.

Suggested Action: Listen to presentation, ask questions, give feedback on updated guidelines. Consider motion to approve the updated Beautification in Action Grant Guidelines.

Staff reviewed the revisions to the Beautification in Action Grant Guidelines, including the expansion for expectations for proposed budgets and detailed requirements to include either a visual proposal or a detailed process on how the project goal will be achieved. Staff highlighted current language in the discouraged section regarding signage and invited commissioner input. Discussion included the role signage has in murals.

Chair Rulon moved approve the updated application and guidelines as submitted

with one modification. The line regarding signage in “4. Discouraged” is to be modified to “Would add or have the effect of signage.” Commissioner McGrath seconded the motion. All voted in favor; the motion passed.

4. **October BPAC Meeting and Annual Retreat:** Jana Weldon, Beautification, Arts & Sciences Program Manager

The regular BPAC meeting falls on October 12, 2026, a city holiday, Indigenous Peoples Day, and the annual retreat is traditionally held on the last Friday of October. For the last three years, both the regular meeting and the retreat were successfully held on the same day. Staff recommend combining the meetings again and holding them on either October 23rd or the 30th. Staff ask that Commissioners consult their calendars for conflicts prior to the meeting.

Suggested Action: State conflicts, ask questions, and discuss. Consider a motion to move October 2026 BPAC meeting to and schedule retreat for October 23rd or October 30th.

Chair Rulon motioned to set October 23rd, as the BPAC retreat and October meeting. Commissioner McCord seconded; all present voted in favor. The motion carried.

5. **March BPAC Meeting:** Jana Weldon, Beautification, Arts & Sciences Program Manager

March BPAC Meeting frequently coincides with spring break. Staff propose to permanently move the March BPAC Meeting to the third Monday of March to quell quorum burdens over spring break. Commissioners requested to consult their calendars for conflicts prior to the meeting.

Suggested Action: State conflicts, ask questions, and discuss. Consider motion to reschedule March BPAC Meeting to the third Monday of March.

It was determined there was no conflict with Spring break for 2027 and the item was withdrawn from the agenda. Staff will approach this topic annually to assess spring break scheduling.

6. **Chair and Vice Chair Nominations:** Chair Michael Rulon, Vice Chair Audra Travelbee, Jana Weldon, Beautification, Arts & Sciences Program Manager

Approval of a Chair and Vice Chair occurs at the August meeting. Nominations can occur at this meeting and by email to Ms. Weldon, Jana.Weldon@FlagstaffAZ.gov,

by 5 p.m. Monday, August 4, 2025. Chair Rulon, Vice Chair Travelbee and Ms. Weldon will discuss what is involved for this service. All current members of the Beautification and Public Art Commission are eligible to serve.
(Introductory Comments 5-7 minutes)

Suggested Action: Listen to comments, ask questions, discuss, and possibly nominate.

Chair Rulon self-nominated for an additional term. Vice Chair Travelbee self-nominated for an additional term. Nominations have been recorded.

H. DISCUSSION ITEMS:

1. **Vice-Mayor Sweet's Monthly Report:** Miranda Sweet, Vice-Mayor
Vice-Mayor Sweet will review notable updates from City Council.

Suggested Action: Listen to presentation. Ask questions, give comments and suggestions. Discussion only.

Vice Mayor alerted the commission to the upcoming Downtown Matters Conference, her participation as a speaker, and excitement on Downtown collaboration.

2. **Visitor Center Fence Railing:** Jana Weldon, Beautification, Arts & Sciences Program Manager

Ms. Weldon will give an overview of a small project requested by upper management, to beautify the pedestrian railing along Route 66 along the Visitor's Center. Ms. Weldon will introduce scope parameters for BPAC discussion. Possibilities include simple repaint, repaint with one of the Route 66 emblems already designed, replace with a more decoratively designed fence that still meets all safety requirements.
(Presentation 5 minutes)

Suggested Action: Ask questions, give comments. Discussion only.

Staff presented the project request from leadership and possible pathways to enhance the current fence. Discussion included a desire for cohesion in Route 66 signage, a preference to the modern, Corten Route 66 shields, with FUTs style

fencing. A question was raised about the impact of the Downtown Mile, Rio de Flag, or BNSF alignment, which staff will investigate.

3. **Highlights- Projects Completed in FY26:** Jana Weldon

Ms. Weldon will review some of the highlights and focus of FY26

Suggested Action: Listen to presentation, give comments.

Staff presented the completed project highlights in FY26. Discussion included appreciation for the volume and quality of projects in relation to the size of Flagstaff.

I. REQUESTS FOR FUTURE AGENDA ITEMS:

TO/FROM ITEMS: A vote from additional two commissioner required for any request by a commissioner to add an item to a future meeting, which will occur within the upcoming year.

J. TIME AND DATE FOR UPCOMING MEETINGS:

1. BPAC August meeting: Monday, August 10, 2026, 4:00 p.m.

K. ADJOURNMENT

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted on the Flagstaff City Website on July 8, 2026, in accordance with the statement filed by the Recording Secretary with the City Clerk.

Dated this 8th day of July 2026.

Annalisa Hansen

Annalisa Hansen, Recording Secretary