

**CHAPTER 2-20
OPEN SPACES COMMISSION**

SECTIONS:

- [2-20-001-0001](#) CREATION OF THE COMMISSION
- [2-20-001-0002](#) TERMS OF OFFICE
- [2-20-001-0003](#) DUTIES
- [2-20-001-0004](#) OPEN SPACES LONG RANGE MANAGEMENT PLAN COMPONENTS
- [2-20-001-0005](#) MEETINGS; ATTENDANCE

2-20-001-0001 CREATION OF THE COMMISSION

There is hereby created an advisory body to be called the "Open Spaces Commission" ("Commission") consisting of the following seven (7) regular members all of whom shall be appointed by the City Council, except for the designee from the Planning and Zoning Commission: one (1) member from the Planning and Zoning Commission; and six (6) public at-large members. All Commission members shall be voting members. A Chairperson shall be selected by a majority vote of those members at a meeting called for that purpose. (Ord. No. 2007-08, Amended, 02/06/2007; Ord. 2014-28, Amended, 11/18/2014; Ord. 2015-22, Amended, 01/05/2016; Ord. 2024-16, Amended, 06/18/2024 (Res. 2024-22))

2-20-001-0002 TERMS OF OFFICE

Appointments from the Planning and Zoning Commission to the Open Spaces Commission shall be for no longer than the remaining term of the designee. Terms of all other appointees shall be for three (3) years. (Ord. 2024-16, Amended, 06/18/2024 (Res. 2024-22))

2-20-001-0003 DUTIES

- A. It shall be the Commission's duty to advise the City Council on acquisition, preservation, and alternatives for open space land management.
- B. The duties of the Commission shall also include, but not be limited to: Reviewing and advising the City Council on the development of an open spaces long range management plan and policies to provide broad, long-term direction for planning and decision-making for open space lands.
- C. Advising and assisting the Mayor and City Council on ways to educate and involve the community on the value, protection, and stewardship of open space lands.
- D. Advising and assisting the Mayor and City Council on ways to work collaboratively with other governmental entities, organizations, and departments to advance and ensure the implementation of the Open Spaces Long Range Management Plan and the current Flagstaff Regional Plan.
- E. Advising and assisting the Mayor and City Council regarding regional open space issues as well as to any

regional open spaces coalition that may be formed in the future relative to lands designated as open space in the Greater Flagstaff Area Open Spaces and Greenways Plan.

F. Obtaining public input and participation in various programs such as environmental education and interpretation on the use, operation, and management of open space and providing information concerning the goals, projects, and operations of the Open Space Section.

G. With respect to the parks and recreation portion of the Bed, Board and Booze Tax allocated under Chapter 3-06, Hospitality Industry Tax Revenues, the Commission shall make joint recommendations, along with the Parks and Recreation Commission, to the Council concerning the annual budgetary allocation of the parks and recreation portion of this tax, to include but not be limited to:

1. Developing parks and recreation facilities, open space, and programs as needed to benefit the community and its visitors.
2. Funding for the Flagstaff Urban Trails System development and maintenance.
3. Developing, acquiring, and distributing material to promote parks and recreation.
4. Retaining of appropriate staff to implement approved programs. (Ord. 2024-16, Amended, 06/18/2024 (Res. 2024-22))

2-20-001-0004 OPEN SPACES LONG RANGE MANAGEMENT PLAN COMPONENTS

A. The components of the Open Spaces Long Range Management Plan shall include, but not be limited to:

1. Program goals, management decision-making processes, and implementation techniques for resource preservation.
2. Policies to provide the framework for more issue- or site-specific planning and implementation.
3. Criteria for the acquisition of lands that are consistent with open space goals and policies set forth in the Open Spaces Long Range Management Plan.
4. Plans for the management of the open spaces to achieve the goals of the Open Spaces Long Range Management Plan using such studies and data as property inventories, the nature and significance of the natural and cultural resources, plant and animal species ecosystems, existing uses and conditions, and interactions and connections between natural areas and between developed and undeveloped areas.
5. Developing, identifying, and recommending the use of various methods, such as intergovernmental agreements, rights-of-way for access, and grants, to assure protection of critical open space lands.
6. Policies to monitor, maintain, enhance, and restore, where necessary, natural and cultural resources, uses, accesses, trails, and facilities.

7. Public participation, education, and interpretive programs. (Ord. 2024-16, Amended, 06/18/2024 (Res. 2024-22))

2-20-001-0005 MEETINGS; ATTENDANCE

The Commission shall meet on a quarterly basis, at a minimum, at such times, dates, and locations as determined by the members, except that the Chairperson may call a special meeting with not less than twenty-four (24) hours' notice. All other rules or procedures shall be established by the members so long as the rules are consistent with State law, including the Open Meetings Law, the City Charter, and this chapter.

A quorum shall consist of four (4) voting members of the Commission.

A regular Commission member who is absent for three (3) consecutive regular meetings may be removed from the Commission by a vote of the City Council. (Ord. 2003-03, Enacted, 02/04/03; Ord. 2007-08, Amended 02/06/2007; Ord. 2016-30, Amended, 07/05/2016; Ord. 2024-16, Amended, 06/18/2024 (Res. 2024-22))