

NOTICE AND AGENDA

OPEN SPACES COMMISSION
MONDAY
JANUARY 26, 2026

HYBRID MEETING
FLAGSTAFF AQUAPLEX
AND [MICROSOFT TEAMS](#)
1702 N FOURTH STREET
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 Jacqueline Thomas
Co-Chair Bruce Fox
Commissioner Mary Norton (P&Z Liaison)
Commissioner William Kluwin

Commissioner Molly Joyce
Commissioner Lina Wallen
Commissioner Nat White
Councilmember Representative: David Spence

3. **Land Acknowledgment**

The Flagstaff Open Spaces 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 December 8, 2025 [Minutes](#)**

5. **Open Call to the Public**

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. Parks, Recreation, Open Space, and Events Division (PROSE) Master Plan Update
Informational update. Receive an informational update on the Parks, Recreation, Open Space, and Events Division (PROSE) Master Plan process and discuss steps for preparation.
- B. Open Space 2026 Project Update
Informational update. Receive an informational update on Open Space projects.
- C. Open Spaces Commission Chair/Co-chair Selection
Decision item. Consider appointments for the Chair and Co-chair positions of the Open Spaces Commission.

7. **Reports and Updates**

- A. Council Representative Report, Council Representative David Spence

- B. Planning and Zoning Commission Representative Report, Representative Mary Norton
- C. Open Space Management Report, Robert Wallace and Sylvia Struss
- D. PROSE Monthly Newsletter, [December 2025](#).

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 Wednesday, January 21st, at 3 P.M. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this 21st day of January, 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.



Open Spaces Commission

4.

From: Lori Reynolds, PROSE Admin Specialist

DATE: 01/26/2026

SUBJECT: Approval of December 8, 2025 [Minutes](#)

STAFF RECOMMENDED ACTION:

Executive Summary:

Attachments

December 8, 2025 Minutes

MINUTES

OPEN SPACES COMMISSION
MONDAY
DECEMBER 8, 2025

HYBRID MEETING
FLAGSTAFF AQUAPLEX
AND [MICROSOFT TEAMS](#)
1702 N FOURTH STREET
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 Jacqueline Thomas - Present	Commissioner Molly Joyce - Absent until 5:26 PM
Co-Chair Bruce Fox - Present	Commissioner Lina Wallen - Present
Commissioner Mary Norton (P&Z Liaison) - Present	Commissioner Nat White - Present
Commissioner William Kluwin - Present	Councilmember Rep: David Spence - Present

Staff present: Rebecca Sayers (PROSE Director), Robert Wallace (Open Space Supervisor), Sylvia Struss (Open Space Coordinator), Lori Reynolds (Administrative Specialist)

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.

Read by Chair Thomas.

4. **Approval of [October 27, 2025 Minutes](#)**

Commissioner Wallen motioned to approve the October 27, 2025 minutes. Commissioner Fox seconded the motion. All Commissioners present approved the motion.

5. **Open Call to the Public**

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.

Read by Chair Thomas. No comments or questions were received.

6. **Business Items**

- A. **Open Space Capital Improvement Project Priorities**

Commissioners were asked for their input on project items they would like to see funded in future fiscal years. Robert Wallace shared with Commissioners a list of various projects the Commission had previously selected and their priority rankings -- highest priority at the top and future priorities toward the bottom. The Commission reflected and discussed the prioritization of these capital improvement projects.

Robert shared highlights on different projects, mentioning that PROSE staff were trying to be realistic about funding and the projects that they could accomplish, giving them something to show for the community

while enhancing Flagstaff's Open Spaces. Rebecca Sayers added that the Capital Improvement Plan was developed by looking at the funding, per year, that could be available for each project. This included consideration for grants available for application and staff available to help implement each step of the

consideration for grants available for application and staff available to help implement each step of the process. The Commission discussed projects and decided that they wanted to focus on completing the McMillan Mesa and Observatory Mesa projects, and then focus on Picture Canyon -- removing Picture Canyon's restroom project from the ten-year plan but not the priority list.

Commissioner Fox motioned to remove the Picture Canyon toilet project from the ten-year plan and reallocate those funds to support McMillan Mesa project first, followed by Observatory Mesa's initial round of projects, and then Picture Canyon. Commissioner White seconded the motion. All Commissioners present were in favor of the motion.

B. Parks, Recreation, Open Space, and Events Division (PROSE) Master Plan Update

Rebecca Sayers informed Commissioners that PROSE is finalizing the review process for a consultant group. The selected consultant group will assist PROSE with the development of their Master Plan. Commissioners briefly discussed what their roles could be when the consultant group is selected and the Plan begins to take shape.

C. Observatory Mesa Natural Preserve Name Change Implementation Plan

Robert briefly explained the implementation plan that he created for Observatory Mesa, including timelines.

- Phase 1: Internal Coordination, 2025-2026
- Phase 2: Website and Document Updates (2026-2027)
- Phase 3: Signage Design, Production, and Installation (2027-2029)
- Phase 4: Continues Signage Design, Production, and Installation (2032-2035)

D. Jack Welch Memorial Bridge Update

Robert informed the Commission that the Jack Welch Memorial Bridge dedication was a success and had a good turnout. The public event honoring Jack Welch included a unveiling of the memorial plaque and accompanying Hopi artwork. He shared pictures of the dedication with Commissioners and noted that the Parks Department assisted with the art and plaque installation.

7. Reports and Updates

A. Council Representative Report, Council Representative David Spence

Councilmember Spence commented on how impressive he thought the turnout was at the Jack Welch Memorial Bridge dedication.

B. Planning and Zoning Commission Representative Report, Representative Mary Norton

Commissioner Norton informed the Parks and Recreation Commission that the Pine Canyon extension did pass. It was the first test of a conditional use permit that applied to a golf course for the city.

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

Sylvia Struss shared with Commissioners that the next full moon hike is scheduled for Saturday, January 3, 2026. She added that she has been working on trying to figure out how to fix the potholes on the drive to Picture Canyon trailhead, and is replacing and fixing interpretive signs at Picture Canyon. She also mentioned that the City of Flagstaff is planning a citywide volunteer appreciation video of thanks that will come from different city departments.

D. PROSE Monthly [Newsletter, October 2025](#) and [November 2025](#)

The October and November 2025 newsletters were acknowledged for their robust content. No additional comments were made.

8. Informational Items To and From Commissioners and Staff

No comments were received from Commissioners or Staff.

9. Potential Future Agenda Items

Future items for discussion include:

- Update on the John Wesley Powell as it will be released to the public for review and comment. When the draft is released, this item will be added to the agenda -- either for February or March's meeting. The Commission will be encouraged to provide their feedback at that time.
- Update on LASS Cap - Development Services staff are working with a consultant on the final draft of recommendations. A presentation will be arranged for the Open Spaces Commission prior to the final draft being released for public review. When the LASS Cap draft is released, this will be added back onto the agenda for the Commission to discuss.
- Next steps with Observatory Mesa. Review what can be accomplished in 2026.
- Robert asked Commissioners to reach out to him if they had anything else they would like to see on future agendas.

10. Adjournment

Chair Thomas adjourned the meeting at 5:55 PM.



Open Spaces Commission

6. A.

Co-Submitter: Rebecca Sayers, Parks, Recreation, Open Space, and Events Director

From: Robert Wallace, Open Space Supervisor

DATE: 01/26/2026

SUBJECT: Parks, Recreation, Open Space, and Events Division (PROSE) Master Plan Update

STAFF RECOMMENDED ACTION:

Informational update. Receive an informational update on the Parks, Recreation, Open Space, and Events Division (PROSE) Master Plan process and discuss steps for preparation.

Executive Summary:

The PROSE Division is moving forward with the next steps in developing a comprehensive Master Plan to guide programming, operations, and capital planning across the division. This planning process presents an important opportunity to identify and incorporate Open Space initiatives, priorities, and long-term needs. Staff will provide a brief update on the timeline, process, and anticipated opportunities for Commission input as the Master Plan progresses.



Open Spaces Commission

6. B.

From: Robert Wallace, Open Space Supervisor

DATE: 01/26/2026

SUBJECT: Open Space 2026 Project Update

STAFF RECOMMENDED ACTION:

Informational update. Receive an informational update on Open Space projects.

Executive Summary:

The Open Space Section will provide a high-level overview on 2026 projects.



Open Spaces Commission

6. C.

Co-Submitter: Rebecca Sayers, Parks, Recreation, Open Space, and Events Director

From: Robert Wallace, Open Space Supervisor

DATE: 01/26/2026

SUBJECT: Open Spaces Commission Chair/Co-chair Selection

STAFF RECOMMENDED ACTION:

Decision item. Consider appointments for the Chair and Co-chair positions of the Open Spaces Commission.

Executive Summary:

The Open Spaces Commission typically discusses and appoints the Chair and Co-chair positions on an annual basis. The Commission will have the opportunity to decide and vote on who will fill the Chair and Co-chair positions.



Open Spaces Commission

7. D.

From: Lori Reynolds, PROSE Admin Specialist

DATE: 01/26/2026

SUBJECT: PROSE Monthly Newsletter, [December 2025](#).

STAFF RECOMMENDED ACTION:

Executive Summary:

Attachments

December 2025 Newsletter



PARKS, RECREATION, OPEN SPACE, AND EVENTS

DECEMBER 2025
NEWSLETTER

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

Director's Reflection on 2025

As we wrap up an incredible year, I want to celebrate our team's amazing accomplishments!

The Parks section completed two milestone projects: new sport courts at Bushmaster Park that was the culmination of the first BBB Recreation funded capital project in over ten years, and a new park at the Murdoch Center, which is the first addition to the park system since Foxglenn Park, enhancing our community spaces and bringing joy to countless residents and visitors alike. Recreation courageously piloted new programming and operational efficiencies, introducing fresh and exciting activities that have been a hit with our community.

The Open Space section developed and gained Council approval for the Observatory Mesa Trail Plan, a 4-year project, and hosted nearly 2,000 youth for tours of our protected lands, inspiring the next generation of environmental stewards.

The Events and Marketing section had a phenomenal year with sold-out athletics programming, a dazzling new 4th of July drone show, record-breaking attendance at the Winter Wonderland tree lighting, and near-viral success on social media, showcasing the vibrant spirit of our city.

Reflecting on my 25th year with the city, I am honored and thrilled to work with such an incredible team. As Helen Keller once said, "Alone we can do so little; together we can do so much." Congratulations on an outstanding 2025, and let's make 2026 even more spectacular!

– Rebecca Sayers, PROSE Director



PARKS

New Art Installations at Cleo Murdoch Park

Two new sculptures have been installed at Cleo Murdoch Park through a partnership with the City of Flagstaff Beautification, Arts & Sciences program and the Southside Community Association. The pieces include Rustle by artist Beth Nybeck and the Historic Dunbar School Plaque by Marie Jones, celebrating creativity and community heritage.



Sculpture at Cleo Murdoch



Fencing at McMillan Mesa Park

Projects

Taking advantage of the great weather, Parks has completed several improvements, including installing 200 linear feet of new steel FUTS-style fencing at McMillan Mesa Park and adding new steel kiosk signs at select parks such as Bushmaster, Buffalo, Mobile Haven, and Smokerise.

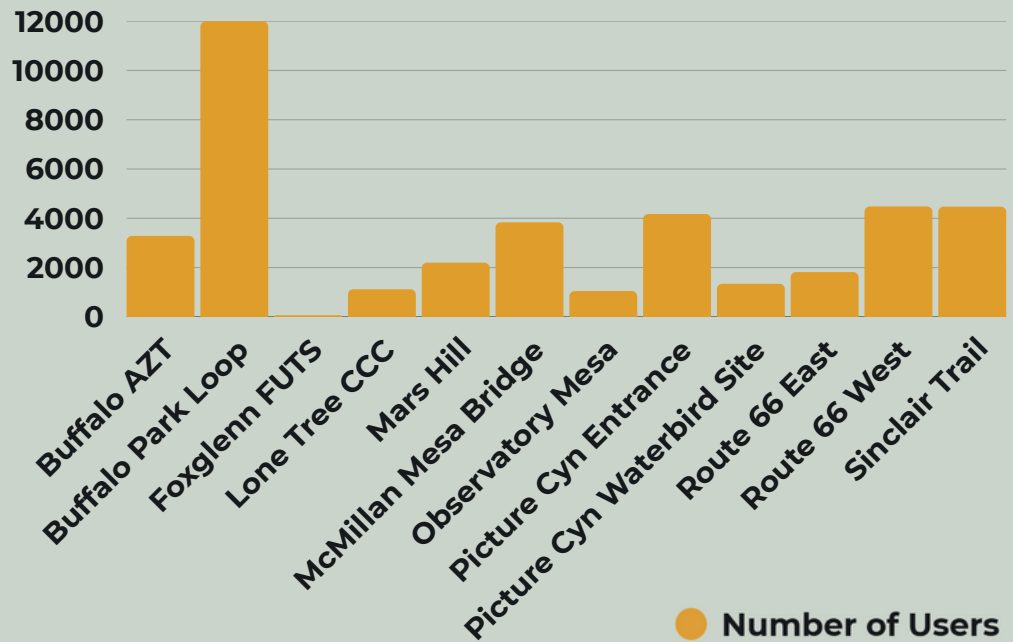
Parade of Lights

Parks took the lead for PROSE to join the Parade of Lights again this year, building on last year's float design with a festive twist on The Island of Misfit Toys theme.



Parade float

November 2025 Trail Counts



● Number of Users

RECREATION



Youth Basketball 2025



Youth Basketball 2025

Jr Suns Youth Basketball League

Over 200 youth players have registered for this season's Jr. Suns League at Hal Jensen Recreation Center. Games begin on January 10, 2026, with 23 teams across three divisions ready to hit the court.

Weight Room Expansion at Joe C. Montoya Community & Senior Center

Staff at the Joe C. Montoya Community & Senior Center partnered with Facilities Maintenance to transform an old office and storage room into an open workout area for stretching, bodyweight exercises, and cardio equipment. This upgrade creates a welcoming area for residents to focus on health and wellness—and it was made possible entirely through generous community donations.



The new space

New Electric Zamboni at Jay Lively Activity Center

Jay Lively Activity Center received a new 552AC Electric Zamboni. Rink staff installed the FastICE system and coordinated with Facilities Maintenance to mount the Laser Leveling System inside the ice rink. Ice rink staff recently took the Zamboni on the ice and had a successful first ice cut! The new EV Zamboni supports the City of Flagstaff's Carbon Neutrality Plan by reducing emissions and improving indoor air quality. Jay Lively Activity Center is the first municipal and second ice rink in the state of Arizona with an electric Zamboni.

New Electric Zamboni





OPEN SPACE

Jack Welch Memorial Bridge Dedication and Art Installation at Picture Canyon

On December 7, the community came together to dedicate the Jack Welch Memorial Bridge at Picture Canyon, honoring the remarkable legacy of Jack Welch—an advocate, site steward, and former Flagstaff Citizen of the Year. A commemorative plaque celebrating Jack’s contributions was donated by the JWalkers hiking group. Open Space Steward Diana “Frenchie” Henry helped secure a Beautification, Arts and Sciences grant that brought to life artwork by Hopi artist Duane Koyawena. The artwork’s design reflects the natural and cultural significance of Picture Canyon, incorporating traditional Hopi symbols, the preserve’s logo, and imagery representing life, guidance, and the enduring presence of loved ones. The event included a group hike and food donations for the local food bank. Open Space staff, City Council members, and community members joined in to celebrate Welch’s lasting impact and the cultural meaning behind the installation. This tribute ensures Jack’s memory lives on while highlighting Indigenous influences and the importance of stewardship for this cherished space. Special thanks to Parks staff for their assistance with installation and to all community members who helped turn this vision into reality.



Artist Duane Koyawena and Frenchie with the artwork



Group photo from the dedication event

OPEN SPACE

The white deer on McMillan Mesa



Science Communication Through Art with Summit High School

Students wrapped up the Science Communication Through Art project this quarter by exploring creative ways to connect art and nature. They worked with watercolors, pastels, and colored pencils while studying artist Andy Goldsworthy's work. Activities included making sound maps, creating textured pieces, and finishing with a visit to McMillan Mesa to design ephemeral art using natural materials. One student crafted an oak tree from Gambel oak leaves and sticks, photographed it for her portfolio, and then returned the items to their natural state.



Student photographing their work

FACTS After-School Program

Open Space Educator Ashlee Fliney visited De Miguel and Marshall Magnet schools to lead outreach focused on "Leave No Trace and Open Space." Students played Litter Tag and then created skits to teach each other about the 10 Essentials for outdoor adventures. These interactive activities helped students learn how to enjoy nature responsibly while having fun.



Ashlee leading an activity

EVENTS, MARKETING & ATHLETICS



Winter Wonderland 2025

Winter Wonderland & Tree Lighting

This year's Winter Wonderland and Tree Lighting event was an incredible success, drawing approximately 18,000 attendees throughout the day! The Events and Marketing team led the coordination and on-the-ground efforts, but this celebration wouldn't have been possible without the amazing support from our Recreation staff, Parks team and other partners. From craft tables and bounce houses to the obstacle course, scavenger hunt, hot cocoa stations, and seamless setup and cleanup—everyone's hard work made everything run smoothly. A heartfelt thank you goes out to all partners and supporters of this event including Discover Flagstaff, the Downtown Business Alliance, Bigfoot BBQ for donating hot cocoa, Flag Tag AZ, and all who joined in to make this event unforgettable.



Santa after the tree-lighting



Crafts



Live music

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SOCIAL MEDIA TO
SEE MORE PHOTOS,
REELS AND EVENTS!**

