

NOTICE AND AGENDA

OPEN SPACES COMMISSION
MONDAY
APRIL 27, 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 Rep: David Spence

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 February 23, 2026 [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. **Vice-Chair Appointment**

Each year the commission votes on the chair and vice-chair appointments for the commission. In January 2026, the chair position was appointed. The Commission should now consider the appointment of the vice-chair position for the Open Spaces Commission.
Decision Item.

- B. **Rescheduling of the Open Spaces Commission May Meeting**

The Commission's May meeting falls on the Memorial Day. The Commission should consider an alternative date.
Discussion Item.

- C. **Parks, Recreation, Open Space, and Events Division (PROSE) Master Plan Update and Discussion**

The Commission will receive an informational update on the Parks, Recreation, Open Space, and Events Division (PROSE) Master Plan process, followed by time for group discussion on the Commission's future recommendation regarding plan elements.
Informational update and discussion item.

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](#) (March 2026)

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 April 23, at 12 p.m. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this 23rd day of April, 2026.

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: 04/27/2026

SUBJECT: Approval of February 23, 2026 [Minutes](#)

STAFF RECOMMENDED ACTION:

Executive Summary:

Attachments

February 23, 2026 Minutes

MINUTES

JOINT PARKS & RECREATION / OPEN SPACES COMMISSION
MONDAY
FEBRUARY 23, 2026

HYBRID MEETING
FLAGSTAFF AQUAPLEX
AND [MICROSOFT TEAMS](#)
1702 N FOURTH STREET
4:00 P.M.

1. Call to Order

Open Spaces Commission Chair Thomas called the meeting to order at 4:04 PM.

2. Roll Call

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

OPEN SPACES

Chair Jacqueline Thomas, present
Co-Chair Bruce Fox, present
Commissioner Mary Norton (P&Z Liaison), present
Commissioner Molly Joyce, present
Commissioner Lina Wallen, present
Commissioner Nat White, present
Commissioner William Kluwin, present
Councilmember Rep. David Spence, present

PARKS AND REC

Chair Stephen Parsons, present
Co-Chair Austin Kerr, present
Commissioner Neil Frazier, absent
Commissioner Camile Diab, absent
Commissioner Lisa Lamberson, present
Commissioner Jill Christensen, present
Commissioner Josh Stackhouse, absent
Councilmember Rep. Anthony Garcia, absent

Staff present: Rebecca Sayers (PROSE Director), Amy Hagin (Assistant PROSE Director), Robert Wallace (Open Space Manager), Haley Reynolds (Events and Marketing Manager), Tyrone Johnson (Recreation Manager), Gino Leoni (Parks Manager), Lori Reynolds (Administrative Specialist), Sarah Holditch (Events and Marketing Coordinator), Sylvia Struss (Open Space Coordinator), Ashlee Fliney (Open Space Education Coordinator)
Open Space Interns: Aryelle Reynolds, George Wilson, and Grace Harris.

3. Land Acknowledgment

The Flagstaff Parks and Recreation Commission and the Open Spaces Commission humbly acknowledge 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 Minutes

Parks & Recreation Commission: [December 2025 Minutes](#)

- For the Parks and Recreation Commission's last minutes on December 15, 2025, Commissioner Parsons motioned to approve the minutes. Commissioner Lamberson seconded the motion. All Parks and Recreation Commissioners present approved the motion.

Open Spaces Commission: [January 2026 Minutes](#)

- For the Open Spaces Commission's last minutes on January 26, 2026, Commissioner Fox motioned to approve the minutes. Commissioners Norton and Joyce seconded the motion. All Open Spaces Commissioners approved the motion.

5. Public Comment

At this time, any member of the public may address the Commissions on any subject that is not scheduled before the Commissions on this day. The Arizona Open Meeting Law prohibits the Commissions 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 Commissions, ask staff to review a matter, or ask that a matter be placed on a future agenda. To address the Commissions 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. Parks, Recreation, and Open Space 5-Year Capital Improvement Plan review and approval

Rebecca Sayers shared with Commissioners an overview of the 5-Year Capital Improvement plan and why the Commissions are responsible for reviewing and approving the plan annually. This is a part of the City of Flagstaff's annual budgeting process, giving PROSE staff an opportunity to share with the City's budget team that both Commissions had reviewed and approved the plan. Referencing the [PROSE 5-Year Capital Improvement Plan's spreadsheet on the screen](#), Rebecca noted that the estimated revenue over the next five years is lower than last year's estimates. Budget Section staff adjusted their revenue projections based on actual revenues received to date during the current fiscal year.

Amy Hagin provided updates on various Parks and Recreation projects including:

- Sports Courts (Bushmaster Park)
 - Project is substantially complete, any remaining work to be completed will be done by the end of this fiscal year (June 30, 2026).
- Highland Mesa Park
 - The project is still in the design stage and the overall completion of the park will be carried forward into the next fiscal year.
- Heritage Square Restroom
 - Concept design is complete. It is being moved to construction design and then will go out to bid, moving further work on the restroom into the next fiscal year.
- Ponderosa Park Reconstruction
 - Currently waiting for the stormwater project to wrap up before park reconstruction can begin and is funded beginning in fiscal year 2026-27.
- Thorpe Park Annex (former public works yard buildings)
 - Working on repurposing the large stone building (former Fleet facility) into the future Indigenous Cultural Community Center.
- Cheshire Park Expansion
 - The project is currently funded this fiscal year. Some of that has been spent on a topographic survey and a soils report for the proposed eight (8) acres north of the existing Cheshire Park.
 - Seeking to apply for a one-million-dollar match from the Land Water Conservation Fund grant in this upcoming fiscal year.
- Continental Park Expansion
 - In fiscal years 2026/27 to 2027/28, the team will be working on the design of the park's expansion that would extend from the existing Continental Park up towards I-40.
- Hal Jensen Recreation Center HVAC in Gym -- Project work and installation remain ongoing

Open Space project updates from Robert Wallace:

- City Council has approved for Open Space to receive an allocation of the BBB funds.
 - This upcoming fiscal year, they will receive their first allocation, which will go towards the McMillan Mesa Natural Area (MMNA) trail rehab project. Open Space staff are also working on a grant for a new signage project at MMNA, installing kiosks and interpretive signs.
- Open Space future land acquisition
 - Brief overview of funds that are allocated towards potential land acquisition; easements,

trail connections, property purchase that complements existing PROSE managed areas to implement the Open Space System.

- Picture Canyon Natural and Cultural Preserve (PCN&CP) restroom
 - Costs for a restroom will be a more expensive project than originally anticipated. The Open Spaces Commissioners decided those funds should be reallocated to another priority. Staff moved the funds to support the Open Space system (land acquisition)
- Observatory Mesa Natural Preserve Trail Plan
 - The plan has been completed and approved by City Council and the State Parks board. Open Space staff are currently having the trails mapped within a 30-meter corridor. This is part of four phases taking place across multiple fiscal years.
 - They are eligible to apply for a motorized grant for Observatory Mesa because of an existing Forest Service easement that passes through their property. If successfully awarded the grant, Open Space staff could use the funds to address restoration issues, fencing projects, and signage.

Councilmember Spence requested that budget items refer to the full names of the Open Space areas that the Open Spaces Commission has spent time working on changing, including using their full names in general discussion.

- McMillan Mesa Natural Area
- Picture Canyon Natural and Cultural Preserve
- Observatory Mesa Natural Preserve

Commissioner Thomas requested the Commissions provide a motion for approval of the 5-year plan as presented. Commissioner Fox motioned for the approval of the 5-year plan. Commissioner Wallen seconded the motion. All Commissioners present approved the motion.

B. PROSE Master Plan Update

Rebecca informed Commissioners that a contractor for the PROSE master plan had been selected. If Commissioners are interested in viewing the proposed contract, it will be available in the March 3, 2026 City Council agenda.

Following potential approval on March 3rd, the contractor will be routed for signatures, which may take up to three weeks, then staff will have a kick-off meeting with the contractor. Rebecca added that the contractor understands that they will also be working with two commissions and have included in their budget time to meet with both.

Robert updated Open Space Commissioners on the request from the previous month's meeting for them to review other city master plans for open spaces. This discussion item will be moved to their March meeting. In reviewing other master plans, Commissioners were asked to see if there was something specific that they would like included in the Open Space portion of the master plan.

C. FUTS Discussion on Operational Maintenance, Development

Amy shared with Commissioners general information regarding the Flagstaff Urban Trail Systems (FUTS) and explained a few operational concerns. FUTS has been a frequent topic for both Commissions, especially when it comes to the operational maintenance of existing trails and the addition of future trails. She acknowledged that while FUTS is a great asset, PROSE staff are not necessarily involved in the development and decision-making related to new trails. They are, though, responsible for maintaining any new trail and the existing trails, too. Another concern mentioned was that FUTS trail types have not been fully defined. For example, commuter versus recreational paths.

Carlton Johnson (City of Flagstaff Transportation Planner) provided insight, echoing similar concerns. From a developer's point of view, trails are secondary when they build. However, Carlton agrees that the sentiment of the community is that the urban trails system is an asset that began with the first step of recreational trails connecting all areas of the city, but that also functions as a transportation element between neighborhoods, not just one side of the city to the other.

Rebecca added that for this asset to the community, PROSE needs to figure a way to put more operation and maintenance funds into FUTS. The city's transportation division has completed a five-year maintenance plan for asphalt trails, but there is no plan in place for concrete and aggregate trails other than routine maintenance that is currently done by Parks staff.

Commissioners discussed the need for better defined trail definitions and emphasized that the FUTS, as an asset, makes Flagstaff a more desirable place to live.

7. City Council Liaison Reports

Councilmember David Spence, liaison for the Open Spaces Commission, recognized the work that Martin Ince put into FUTS and the loss of a great asset when he retired, as well as the need for additional FUTS connections. Commissioner Norton asked if when new development plans come across City Council's desk, are the locations of FUTS trail segments taken into consideration. Councilmember Spence replied that by the time those plans get to City Council, they are nearly a done deal when they have already taken into consideration items such as climate action, affordable housing, trails, and meeting city codes for sidewalks and storm drainage.

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

A. PROSE Monthly Newsletter: [January 2026](#)

There were no questions on the monthly newsletter.

9. Informational items to and from Commissioners and Staff

Commissioner Norton shared that on the upcoming Wednesday the Planning and Zoning Commission would be hearing a rezoning case for Mill Town. This development focuses on the land across from the junction of University Dr. and S. Milton Rd, the location of a former ADOT building.

10. Potential Future Agenda Items

Commission meetings in March:

- Both Commissions:
 - Work on definitions for FUTS
 - Decide whether they would like to meet with the master plan contractor in a joint meeting or separately.
- Open Spaces Commissioners:
 - May research and share specific action items related to open spaces that they would like to see in the master plan.

11. Adjournment

Chair Thomas requested a motion to adjourn the meeting at 6:19 pm. Commissioner Lamberson motioned to adjourn the meeting and Commissioner Joyce seconded the motion.



Open Spaces Commission

6. A.

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

From: Robert Wallace, Open Space Supervisor

DATE: 04/27/2026

SUBJECT: Vice-Chair Appointment

STAFF RECOMMENDED ACTION:

Each year the commission votes on the chair and vice-chair appointments for the commission. In January 2026, the chair position was appointed. The Commission should now consider the appointment of the vice-chair position for the Open Spaces Commission.
Decision Item.

Executive Summary:

None



Open Spaces Commission

6. B.

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

From: Robert Wallace, Open Space Supervisor

DATE: 04/27/2026

SUBJECT: Rescheduling of the Open Spaces Commission May Meeting

STAFF RECOMMENDED ACTION:

The Commission's May meeting falls on the Memorial Day. The Commission should consider an alternative date.

Discussion Item.

Executive Summary:

None



Open Spaces Commission

6. C.

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

From: Robert Wallace, Open Space Supervisor

DATE: 04/27/2026

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

STAFF RECOMMENDED ACTION:

The Commission will receive an informational update on the Parks, Recreation, Open Space, and Events Division (PROSE) Master Plan process, followed by time for group discussion on the Commission's future recommendation regarding plan elements.
Informational update and discussion item.

Executive Summary:

None



Open Spaces Commission

7. D.

From: Lori Reynolds, PROSE Admin Specialist

DATE: 04/27/2026

SUBJECT: PROSE Monthly [Newsletter](#) (March 2026)

STAFF RECOMMENDED ACTION:

Executive Summary:

Attachments

Newsletter



PARKS, RECREATION, OPEN SPACE, AND EVENTS

MARCH 2026
NEWSLETTER

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



Youth Summit



Teen Summit at Hal Jensen Recreation Center

Hal Jensen Recreation Center proudly hosted its inaugural Teen Summit—a day designed to inspire teens to connect, reflect, and grow in a positive, supportive environment. The summit featured engaging workshops including mindfulness yoga, guided journaling, and motivational sessions led by special guest speakers.

The event kicked off strong with eighteen teens in attendance. While participation tapered as the day went

on, the experience provided valuable lessons that will help us strengthen engagement and elevate next year's summit. We are excited to build on this foundation and continue creating meaningful opportunities for Flagstaff teens. We extend a heartfelt thank-you to our incredible community partners: Native Americans for Community Action, Northern Arizona University, CAVIAT, Coconino County, Tynkertopia, and the Coconino Coalition for Children & Youth.



Mental health affirmation stickers

PARKS



New park sign

New Park Welcome Signs

Parks has been collaborating with the Economic Vitality team to develop new, uniform signage for all city parks. The updated signs will improve accessibility by incorporating QR codes and universal symbols, making park rules clearer and easier for all visitors to understand.



New parking surface

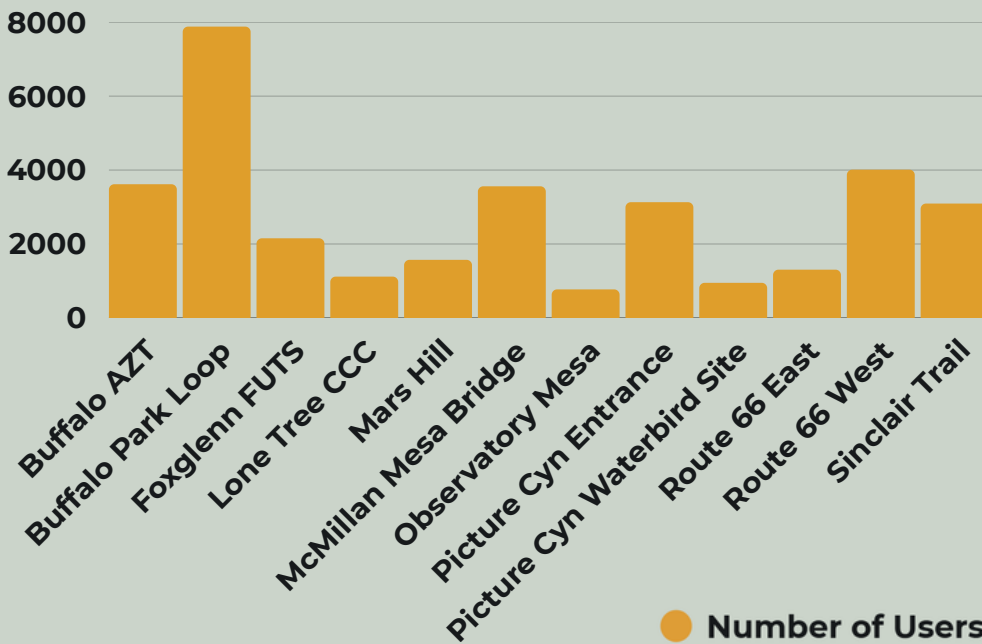
Milling Project at Thorpe Park Little League Fields

The Parks team recently completed a milling placement project at the Little League parking lot. This effort was made possible by securing and stockpiling approximately 600 cubic yards of millings from last fall's FUTS Asphalt Repair and Rehabilitation project. A contractor applied the millings to the dirt lot to reduce dust and discourage unsafe vehicle behavior. This improvement has been a long-standing need, and the Parks team extends appreciation to the FUTS repair crew for their cooperation and support in making it happen.



Field work

February 2026 Trail Counts



● Number of Users

Ballfield Preparation

The Parks team has been busy preparing all city athletic fields for the April 1st season kickoff. Seasonal maintenance included activating irrigation systems, realigning base pegs, completing clay work around field areas, laser-leveling infields, and managing transitions between grass and infield surfaces. Their efforts ensure user groups receive safe, well-manicured fields for spring play.



Foosball

RECREATION

Aquaplex Spring Break Camp

The Aquaplex Spring Break Camp welcomed eighteen youth for a week of fun—from pool games to hands-on STEAM and arts and crafts activities. With a new structure led by our Recreation Coordinator, Taylor Todd, the camp ran smoothly and offered a great preview of what is ahead for Summer Camps.



Ice skating



Rock climbing

Hal Jensen Recreation Spring Break Activities

Spring Break activities at Hal Jensen Recreation Center were a hit, drawing strong participation throughout the week. Youth enjoyed daily games like whiffleball, dodgeball, kickball, and basketball, along with arts and crafts, a cooking class, and a movie in the gym. Highlights also included field trips to Jay Lively for ice skating, PuttTek for mini golf, and Starlite Lanes for bowling.



Dirty hands from a STEAM project



Bowling



Mini-Golf



OPEN SPACE

Archeology and Heritage Awareness Hike at Picture Canyon

Open Space hosted a guided Archeology hike at Picture Canyon, in celebration of Arizona Archaeology and Cultural Awareness Month. Volunteer and retired Archaeologist Neil Weintraub did a wonderful job providing information about the archaeological significance of Picture Canyon, as well as more recent history. NAU intern George Wilson helped to wrangle the thirty participants.



Archeology Hike

Tree City USA Recognition

The City of Flagstaff has once again been approved by the AZ Department of Forestry & Fire Management to be a Tree City USA for 2026. Although Arbor Day nationally and in Phoenix is April 24th, that is not an ideal time to plant a tree in

Flagstaff. Flagstaff will recognize

Arbor Day on August 25th of each year and Open Space will plan an event to celebrate.



Tree City
— USA —



Tree City USA
Recognition

ARIZONA
DEPARTMENT OF FORESTRY
& FIRE MANAGEMENT

CONGRATS!

YOUR 2025 TREE CITY USA
APPLICATION HAS BEEN APPROVED
BY AZ STATE FORESTRY



Field Trip at Picture Canyon

Science Saturday

Outdoor Education Highlights

Open Space has been busy leading and assisting with a range of programs and events in the community.

- Girl Scouts Hiking Series: Troops from across Arizona spent three days exploring Open Space sites, earning patches as they learned Leave No Trace, first aid, local archaeology, and survival skills at all three Open Spaces.
- Flagstaff High School Earth Science: Students joined Open Space staff for a guided hike at Picture Canyon to support their settlement-planning project, focusing on geology, environmental quality, and cultural history. One more trip is planned for April.
- Aquaplex Spring Day Camp: Open Space led a “Restoration Superheroes” activity where campers created seed balls and learned how they can help restore local habitats.
- Science Saturday at Willow Bend: Staff hosted an “Awesome Archaeology” booth highlighting Picture Canyon plants and how archaeologists use botanical clues to understand historic sites.



Flag High students at Picture Canyon

EVENTS, MARKETING & ATHLETICS

Call for Musicians and Food Trucks for the 4th of July

Events and Marketing is in planning mode for summer events including the 4th of July celebration. A call for musicians as well as food trucks is currently open until April 17th. Interested musicians and vendors will need to send an email to SpecialEvents@flagstaffaz.gov.

4TH OF JULY CALL FOR FOOD TRUCKS



To vend at our 4th of July
celebration

Please send a an email with
your interest and menu to:

SpecialEvents@flagstaffaz.gov

Deadline to Apply:
April 17th



4TH OF JULY CALL FOR MUSICIANS



FAMILY FRIENDLY

To play at our 4th of July
celebration

Send your demo to:

SpecialEvents@flagstaffaz.gov

Deadline to Submit:
April 17th



Hal Jensen Recreation Center Presents:

Daddy Daughter Ball



Tennis Shoes & Tiaras

Saturday, April 18th

5:00 PM - 8:00 PM

Hal Jensen Recreation Center

\$50/ couple + \$20/ each additional
Semi-formal attire recommended



CLICK TO REGISTER

Or register at Hal Jensen or the Aquaplex front desk

All ages and genders welcome

928-213-2760

Upcoming Events & Programs



Daddy Daughter Ball

Saturday April 18th | 5:00 PM - 8:00 PM | Hal Jensen Recreation Center

Join us for this year's Daddy Daughter Ball, themed "Tennis Shoes and Tiaras". All ages and genders are welcome. Come enjoy an evening of dancing, professional photography, crafts, and a delicious dinner. Semi-formal attire is recommended.

Tickets at \$50/ couple + \$20 for each additional person. Register online, at Hal Jensen or the Aquaplex front desk.

Aquaplex Summer Camp

Select weeks throughout June & July | Monday - Friday | 8:00 AM - 5:00 PM | Ages 5-12

Summer is just around the corner and the Aquaplex is gearing up for some fun filled weeks packed with swimming, games, arts and crafts, and more!

Member Price: \$120

Non-Member Price: \$150

Register Online or at the Aquaplex front desk.

Flagstaff Aquaplex

SUMMER DAY CAMP



Ages: 5 - 12

Monday - Friday

8:00 AM - 5:00 PM

One-Week Sessions

June 1 - 5	July 13 - 17
June 8 - 12	July 20 - 24
June 15 - 19	July 27 - 31

CLICK HERE TO REGISTER



Member Price:

\$120

Non-Member Price:

\$150

928-213-2300



CELEBRATE TRAILS DAY



Saturday, April 25th

Buffalo Park / McMillan Mesa

9:00 AM - Adaptive bike demos with High Country Adaptive Sports

10:00 AM - Group bike ride around the McMillan Mesa Loop Trail with PROSE

11:30 AM - Hike the Nate Avery Loop Trail & try adaptive exercise equipment

CLICK HERE FOR DETAILS



Celebrate Trails Day

Saturday, April 25th | 9:00 AM - 1:00 PM | Buffalo Park / McMillan Mesa

Join Open Space and High Country Adaptive Sports to celebrate National Trails Day! High Country Adaptive Sports will be doing bike demos followed by a group bike ride around the McMillan Mesa Loop Trail and then a walk around the Nate Avery Loop Trail to learn about and try out the adaptive exercise equipment. Come hang out, meet new trail buddies, and celebrate our beautiful trails in Flagstaff!



Glow Night at Hal Jensen Recreation Center

Friday, May 1st | 5:00 PM - 7:00 PM (Ages 7-11) & 7:00 PM - 9:00 PM (Ages 12-17) |

Hal Jensen Recreation Center

We will be turning off the lights and playing games that glow in the dark! Free pizza and drinks provided.

FOLLOW US ON
SOCIAL MEDIA



Hal Jensen Recreation Center

GLOW NIGHT

We'll turn off the lights and brighten the gym with black lights, glow tape, glow paint, glow sticks, and glow wristbands—everything you need to light up the night!

FRIDAY, MAY 1ST

5:00 PM - 7:00 PM (Ages 7 - 11)

7:00 PM - 9:00 PM (Ages 12 - 17)

Dodgeball | Soccer | Whiffle Ball
Basketball and More!

Free pizza and drinks!

📞 928-213-2760

