

NOTICE AND AGENDA

PARKS AND RECREATION COMMISSION
MONDAY
APRIL 20, 2026

IN-PERSON ONLY
BUSHMASTER PARK
3150 N ALTA VISTA DR.
FLAGSTAFF, AZ 86004
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
Vice Chair Austin Kerr
Commissioner Neil Frazier
Commissioner Camille Diab

Commissioner Lisa Lamberson
Commissioner Jill Christensen
Commissioner Josh Stackhouse
Councilmember Rep: 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 [March 16, 2026 Minutes](#)**

5. **Open Call to the Public**

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. Tour of Sport Courts at Bushmaster Park - Onsite Informational tour only
- B. New Software Discussion onsite at Bushmaster Park Informational only

7. **Reports and Updates**

- A. Council Representative Report, Council Representative Anthony Garcia
- B. PROSE Monthly Newsletter ([March 2026](#))

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 April 16th, 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 16th 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.



Parks & Recreation

4.

From: Lori Reynolds, PROSE Admin Specialist

DATE: 04/20/2026

SUBJECT: Approval of [March 16, 2026 Minutes](#)

STAFF RECOMMENDED ACTION:

Executive Summary:

Attachments

Approval of March 16, 2026 Minutes

MINUTES

PARKS AND RECREATION COMMISSION
MONDAY
MARCH 16, 2026

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 4:00 PM.

2. Roll Call

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

Chair Stephen Parsons, Present
Co-Chair Austin Kerr, Absent
Commissioner Neil Frazier, Present
Commissioner Camille Diab, Absent

Commissioner Lisa Lamberson, Present
Commissioner Jill Christensen, Absent
Commissioner Josh Stackhouse, Present
Councilmember Rep: Anthony Garcia, Present

Staff present: Rebecca Sayers (PROSE Director), Tyrone Johnson (Recreation Manager), Haley Reynolds (Events & Marketing Manager), Lori Reynolds (Administrative Specialist), Sarah Holditch (Events & Marketing Coordinator)

3. Land Acknowledgement

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Read by Chair Parsons.

4. Approval of Minutes from [February 23, 2026 Parks and Recreation Commission and Open Spaces Commission's Joint Meeting](#)

Commissioner Lamberson moved to approve the February 23, 2026 minutes as attached. Commissioner Frazier seconded the motion. Motion carried.

5. Open Call to the Public

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.

Read by Chair Parsons. No comments were received.

6. Discussion Items

A. Parks Maintenance Updates

Rebecca Sayers provided updates on winter Parks projects, noting progress due to an unusually dry season. Improvements at Continental Park included new dugout roofs, repainting of dugouts and the concession building, new scoreboards with updated league branding, and construction of a new staircase to the announcer booth. Additional work included installation of asphalt millings in a parking

area near Thorpe Park (serving a Little League field) to replace dirt surfacing and reduce mud. The project was funded through deferred maintenance funds. Staff are currently preparing ball field infields for the upcoming season.

In response to a question regarding unused snow removal funds, Rebecca clarified that any remaining funds return to the general fund.

Rebecca also noted a potential need for earlier seasonal irrigation due to the unseasonably warm winter/spring we have experienced, which will lead to a need for extended watering this year.

B. Recreation center updates

Tyrone Johnson reported facility upgrades across all recreation centers, including the installation of security cameras (minimum of 12 per site) and staff training on the use of the new camera system. The cameras were installed to enhance security and provide data on facility usage and entry points.

Staffing efforts are ongoing at each facility for seasonal hiring. Recent hires include a Recreation Coordinator I at Jay Lively Activity Center (JLAC) and a Recreation Coordinator II at the Aquaplex. Additional hiring is underway, including more lifeguards (with several hired and six fully trained), front desk staff (offers extended), recreation assistants, a rink guard position, and a permanent position, Recreation Coordinator I, at Joe C. Montoya Community and Senior Center.

Annual maintenance closures are scheduled for May 4--13 at the Aquaplex and through May 17 at JLAC. Work will include pool draining, cleaning, painting, and general maintenance. JLAC will undergo deep cleaning and dasher board, glass, and paint maintenance. The electric vehicle Zamboni at JLAC is operational, with minor adjustments ongoing to optimize performance.

Joe C. Montoya Community and Senior Center has been busy with programming, including tax assistance and dance programs.

Hal Jensen Recreation Center's new e-sports area is nearing completion. It features virtual reality (VR) consoles, arcade games, and other new gaming systems. Final setup includes Wi-Fi access with user credential controls. A ribbon-cutting event is being considered when the e-sports area is fully open. Tyrone added that there would be additional upcoming events at Hal Jensen including a Teen Summit in collaboration with community partners and the annual Daddy-Daughter Dance.

C. Events and Athletics Updates

Haley Reynolds provided a brief update on the change in the allocation process for PROSE's athletic program. This is the first year they are implementing changes to the allocation process, assigning use based on three seasons instead of annual allocations. She expects that she'll receive more feedback from various user groups on how the new allocation process works later this Spring/Summer.

Events

Concerts in the Park:

Haley shared that they have a call for musicians out for this summer's upcoming Concerts in the Park series. They will determine which parks will host those events once they have selected musicians for each event date. They have reached out to Coconino County Parks and Recreation to see if they would like to partner again and host a Concert in the Park at one of their locations.

4th of July Drone Show (Foxglenn Park):

Haley reported that the drone show will return to Flagstaff this year but will be based in Foxglenn Park. They will be using the same vendor, increasing from 350 drones last year to 400 this year. The location was selected based on public feedback to allow on-site viewing. The launch area will be on the back soccer fields. Pre-event activities will include a stage with music, bounce houses, and food trucks. A portion of Butler Avenue will be closed; however, shuttle service from NAU and the mall will be provided. Additional parking options closer to Foxglenn are being explored. Staff is also exploring use of the FUTS system, including a possible bike valet/check. In response to a question about capacity, Haley indicated the ball fields can accommodate up to 50,000 people, though attendance is anticipated to be closer to 15,000--20,000. The event's focus will be for on-site attendance rather than

remote viewing this year, though staff are still looking at ways to provide remote or streamed viewing.

Route 66 Centennial Event:

A Commissioner asked if PROSE would be doing anything for Route 66's 100-year celebration. Haley noted that the City's Economic Vitality Division will host a Route 66 centennial event on June 6, featuring a street fair, classic car show, and 3D chalk art at Aspen Avenue/Heritage Square, concurrent with the Hullabaloo event. PROSE will not be hosting a separate event for the Route 66 celebration.

7. Reports and Updates

A. Council Representative Report, Council Representative Anthony Garcia

Councilmember Garcia was appreciative of the Commission's work and did not have any new information to share.

B. PROSE Monthly Newsletter ([February 2026](#))

Commissioner Lamberson asked where community members could view the newsletter. Sarah Holditch replied that it is posted on the city webpage and on PROSE's social media pages, and Rebecca added that the City Manager shares it with City Council.

8. Informational items to and from Commissioners and Staff

Rebecca shared that Commissioners can expect to receive additional information from staff on the approved BBB budget plan at their May meeting.

9. Agenda Items for next meeting

- Follow-up regarding the status of Cheshire Park name change.
- Change of April 20th Parks and Recreation Commission meeting location to the Hal Jensen Recreation Center.
- Review of term limits for Commissioners and election of Chair and Vice Chair.

10. Adjournment

Chair Parsons adjourned the meeting at 5:05 PM.



Parks & Recreation

6. A.

From: Amy Hagin, Assistant Parks and Recreation Director

DATE: 04/20/2026

SUBJECT: Tour of Sport Courts at Bushmaster Park - Onsite

STAFF RECOMMENDED ACTION:

Informational tour only

Executive Summary:

Tour of the newly developed capital improvement project.



Parks & Recreation

6. B.

From: Amy Hagin, Assistant Parks and Recreation Director

DATE: 04/20/2026

SUBJECT: New Software Discussion onsite at Bushmaster Park

STAFF RECOMMENDED ACTION:

Informational only

Executive Summary:

Informational only



Parks & Recreation

7. B.

From: Lori Reynolds, PROSE Admin Specialist

DATE: 04/20/2026

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

STAFF RECOMMENDED ACTION:

Executive Summary:

Attachments

PROSE March 2026 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

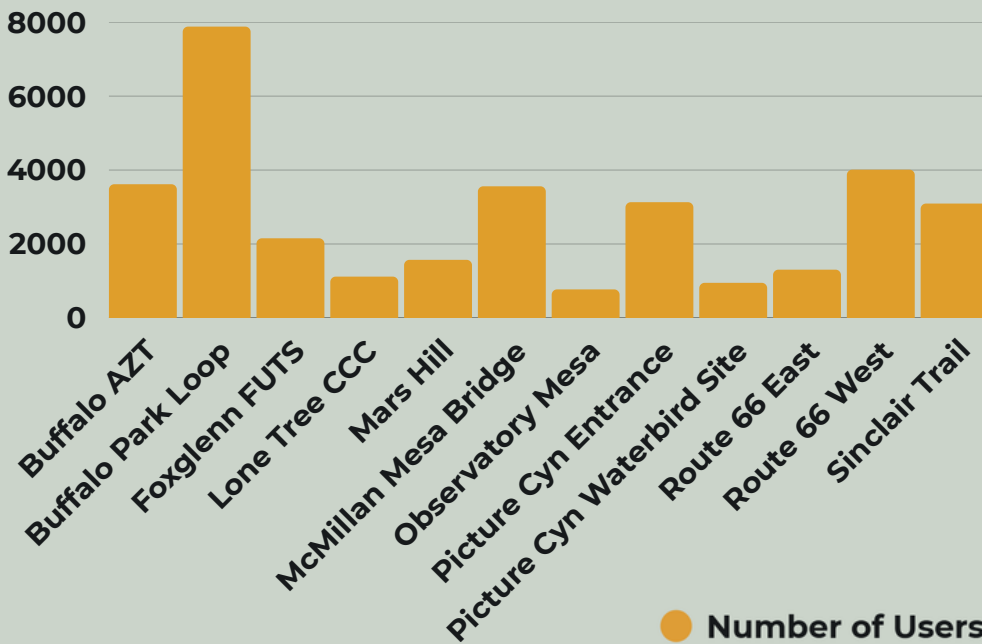
Milling Project at Thorpe Park Little League Fields

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

