

CITY OF WILLIAMS PARKS AND RECREATION (P & R) COMMISSION

**ANNOTATED MINUTES
AGENDA ITEM**

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**NOVEMBER 4, 2011
COMMISSION ACTION**

I. PROCEDURES:

- A. Call to Order Chairperson Carol Glassburn called the meeting to order at 5:30 p.m.
- B. Roll Call Present were Chairperson Glassburn, and Commissioners Bobby Patricca, Teresa Rodriguez, Patty Williams, and Jeff D'Arpa. This constituted a quorum. Staff members present were Recreation Director Rose Newbold and City Clerk/HR Director Susan Kerley. Present from the Coconino County Parks and Recreation Department were Mike Conner and Regina Salas. The landscape architectural firm of Olsson Associates was represented by Jeff Kratzke and Randall Kopff. Jon Hansen of Plateau Engineering, Inc., was also present.
- C. Adopt Agenda Carol Glassburn pointed out that the purpose of this meeting was to gather the public's input and not to make any decisions, but, ultimately, to make a recommendation of the concept to City Council.

***II. SPECIAL
MEETING
AGENDA ITEMS***

- A. Review of changes in plans to re-develop Cataract Lake County Park resulting from public input to date: Mike Conner
- Mike Conner made the following points:
- They are trying to start constructing the Park next spring. The target date for having the plans approved is the end of December.
 - On September 14th, a meeting was held to bring the concept line to the public. About 50 people attended this meeting.
 - The Master Plan does not have to be done all at once.
 - \$1.3 million has been budgeted for the project, and the Plan presented at this meeting exceeds that amount by about 50%.
 - We need to prioritize the most important elements of the Park to hold onto. There is a need to get a sense of what's most important for the community of Williams.
- Jeff Kratzke added:
- This is a unique context and site. It is surrounded on the north by residential neighbors and, otherwise, by the forest. What kinds of opportunities does this site present?
 - The Master Plan includes pedestrian circulation throughout the Park, even though there are no truly flat areas in the Park.
 - We need to think about the existing facilities and uses along with potential uses. Camping use will go away.
 - The Plan will minimize disturbance to trees and existing characteristics.

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- We need to recognize the border between the Park and the residential area to the north and consider vegetation versus walls to protect this border,
- This Master Plan has been developed to include the public’s wants, desires, and needs on the 15-acre site. One suggestion for a dog park was excluded because the site is not conducive to this usage. It would take a minimum of two acres. This site does not present this opportunity and space.
- The designers took the big picture approach with constant awareness of budget.
- Walkways must be ADA-compliant, and this is more challenging because of the grades.
- There is two-lane, two-way circulation then a one-way loop road into the parking area, placed in between trees and a boat launch area.
- The restroom is the only architectural feature, the only building.
- Other features include active play areas, ramadas, pedestrian walkways possibly with unpaved surfaces, shoreline recreation opportunities within the shoreline zone. There could be shade structures and seating nodes in this passive zone that would be designed with attention to the historical high water mark.

Mike Connor said they were anxious to prioritize the elements and asked Commissioners to add their highest and lowest priorities. Their list included:

<u>Priority</u>	<u>Least</u>
Restroom	Concrete
Ramada	Perimeter Wall
Playground	Beach Area
Boat Ramp	Hard surface on East side
Fishing Access (Platforms)	S.W. trail looping to water
Benches & Trash Cans Along Trail	

Commissioners agreed that a wall defining the northern boundary would be very expensive, that restrooms come before ramadas, and ramadas before a playground.

Chairperson Glassburn noted that an estimate from APS is needed as soon as possible for including underground utilities.

B. Discussion and recommendation to the City Council regarding the

Patty Williams made a motion, seconded by Teresa Rodriguez, to make a recommendation of the concept to City Council, requesting their favor in considering the Master Plan, with consideration of the available budget and other factors in further development of the

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Cataract Lake Co.
Park Master Plan:
Carol Glassburn

Master Plan. The motion carried 4-0.

Chairperson Glassburn asked that this item be put on the City Council Agenda for the December 8th meeting. Carol, Jeff D'Arpa, and Rose Newbold will write a Staff Report for Council members prior to this meeting. Next Wednesday the Master Plan will be presented to the Coconino County Parks & Recreation Commission. Ms. Glassburn thanked those from Flagstaff for coming over to Williams for this meeting with the P & R Commission and the public.

III. ADJOURN

Commissioner Patricca made a motion to adjourn that was seconded by Commissioner D'Arpa. The motion carried 4-0, and the meeting was adjourned at 6:35 p.m.

Chairperson Carol Glassburn

City Clerk

ATTEST:

DRAFT