

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

**ANNOTATED MINUTES
AGENDA ITEM**

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**May 3, 2012
COMMISSION ACTION**

I. PROCEDURES:

- A. Call to Order Chairperson Carol Glassburn called the meeting to order at 9:59 a.m.
- B. Pledge of Allegiance The group recited the Pledge of Allegiance.
- C. Roll Call Present were Chairperson Glassburn and Commissioners Jeff D'Arpa, Teresa Rodriguez, Patty Williams and Tad Wygal. This constituted a quorum. Commissioner Patricca was not in attendance. Staff members present were Recreation Director Rose Newbold, City Manager Brandon Buchanan, and Administrative Assistant Pamela Galvan. Councilman James Wurgler was present.
- D. Approval of Minutes: March 1, 2012 & April 1, 2012 Jeff D'Arpa made a motion to approve the minutes of March 1, 2012 & April 1, 2012. The motion was seconded by Teresa Rodriguez, and it carried 5-0.
- E. Adopt Agenda Teresa Rodriguez made a motion to adopt the agenda as presented. The motion was seconded by Patty Williams, and it carried 5-0.

II. PUBLIC PARTICIPATION

NONE

- F. Acceptance of resignation from Jim Windourn
 - Carol Glassburn announced the resignation of Jim Winbourn.Teresa Rodriguez made a motion to accept Jim Winbourn's resignation and Jeff D'Arpa seconded the motion. The motion carried 5-0.
- G. Appointment of Vice Chair
 - Patty Williams offered to fill the Vice Chair position.The Commission unanimously voted yes.
- H. Update current status of landscape plan of "Stage" area: Brandon Buchanan
 - Utilities will be going in this weekend.
 - Regular street lights will be installed.
 - Water will be in today.
 - Paving should be done by the Bar-B-Q weekend.
 - There was additional discussion about lighting.
- I. Update current status of Cataract Lake County Park: Carol Glassburn
 - Chairperson Glassburn will be attending the County Parks & Rec meeting tonight and will report tomorrow.
 - Construction is being pushed back to the end of June.
 - Project needs additional \$200,000.00.
 - City funding \$7,000.00 for electrical.
 - Pits are ready.
 - Ramada is coming down.
- J. Discussion and update on Rec Park completion: Rose
 - Recreation Park looks good; completed.
 - Waiting on playground timbers.

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- Newbold
- Gravel will fill in where the weeds are.
 - Rose thanked everyone for a job well done.
- K. Report from Recreation Director: Rose Newbold
- Rose proceeded to go through her report with the Commission.
 - Williams Youth Center Project has a fund balance of \$1,545.00 and still receiving donations.
 - April was a busy month. City and the Chamber are working to keep the events updated.
 - The month of May will include events surrounding National Train Days, etc.
 - Kiwanis Community Yard Sale is cancelled.
 - The pool is being de-hibernated and opening May 26th
 - Friends of the Aquatic Center have pledged \$2,000.00 toward free swim lessons to the community.
 - The shade structure is going up at the shooting range.
 - The city crew is hauling cinder from the Moonset pit to the range for grooming purposes.
 - The grant fund programs are ending this month; searching for funds to keep the programs alive. Lost grants worth \$7,000.00; need \$6,000.00 to bring back 3 programs.
 - Equipment has been donated by previous grant funds for programs.
 - The Recreation Park is as complete as it can be until the landscape timbers arrive.
- L. Old Business
- There was an inquiry on application yet received. Pamela Galvan noted “one” had been received thus far.
 - Habitat for Humanity is having a rummage sale on the weekend of June 2, 2012.
 - Coconino County will be holding a waster pick up at the rodeo grounds.
- M. New Business
- Chairperson Glassburn expressed her thoughts on changing the commissions’ schedule of monthly meetings, to perhaps semi-monthly or even quarterly. Feels it is no longer necessary because of the efficiency of The City Manager and the Parks & Rec Director; goals are accomplished.
 - Monument Park is on hold.
 - Cost of stage parking lot (90,000.00) has people upset.
 - Clean and Beautiful will help with Monument Park later this summer.

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- Football team to help with Monument Park.

N. Set next meeting
date, time, location
and assignments

The next meeting will be on Thursday,
July 5, 2012, at 10:00 in Council Chambers.

III. ADJOURN

The meeting was adjourned at 10:24 a. m.

Chairperson Carol Glassburn

ATTEST:

City Clerk