

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

REGULAR MEETING
ANNOTATED MINUTES
AGENDA ITEM

I. PROCEDURES:

- A. Call to Order Carol Glassburn called the meeting to order at 10:00 a.m.
- B. Pledge of Allegiance Led by Carol Glassburn.
- C. Roll Call Chairperson Carol Glassburn, Vice Chairperson Patty Williams, Commissioners Teresa Rodriguez, Mike Dulay and Rodger Ely were present. Commissioner Tad Wygal arrived late. Also present were City Manager Brandon Buchanan, Public Works Director Kyle Christiansen, Recreation Director Rose Newbold and Maintenance Foreman John Castro.
- D. Approval of Minutes: Regular meeting from December 3, 2014 Teresa Rodriguez made a motion to approve the minutes of December 3, 2014. Rodger Ely seconded the motion, and carried 5-0.
- E. Adopt Agenda Teresa Rodriguez made a motion to adopt the Agenda. Patty Williams seconded the motion, and carried 5-0.

II. PRESENTATIONS NONE

III. PUBLIC PARTICIPATION NONE

IV. AGENDA ITEMS

- F. Update Cureton Park & Landscaping by Jack in the Box: *Kyle Christiansen and Rose Newbold (Brandon Buchanan was able to attend and provided the plans and presentation of the landscaping project)*
- Brandon Buchanan brought the plans for the landscaping that is being placed in and around the area at the east bound onramp to I-40 and Grand Canyon Blvd., west of the Jack in the Box. All Commissioners present were very impressed with the plan and agreed that it will be a great improvement to that area.
 - Kyle Christiansen reviewed the current state of the improvements at Cureton Park, including the new multi-use field, irrigation plans, fences, sidewalks, lighting and the parking lot that will be created at Edison and 3rd Street, south of the Little League field.
 - Rose Newbold went over the initial plan for the new playground picnic area. This would include the ramada that will be recycled from Cataract Park, a new playground with swings, picnic tables, trash cans and locking BBQ's. Initial estimated cost is \$75,000 to \$80,000.
- G. Review all Projects on spreadsheet: *Carol Glassburn*
- Carol Glassburn thanked City staff for their work on prioritizing the improvements needed for all the Recreation facilities, noting that costs will be adjusted, as the majority of the initial spreadsheet was estimated costs only. Brandon Buchanan agreed that this will be useful with planning and budgeting for these improvements. Carol Glassburn stated that the Clean and Beautiful Committee has \$10,000 designated to donate to the City for beautification purposes. The City may use these funds at their discretion.

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- H. Discussion of Tennis Court improvement plan: *Carol Glassburn*
- John Castro reported that his initial estimate for resurfacing the tennis courts is \$7,500 - \$8,000. This includes striping.
- I. Discussion of signage options for all City parks: *Rose Newbold*
- Rose Newbold informed the Commission that the signs that were in the original sign plan from 2009 would be extremely costly, approximately \$10,000 to \$12,000 per sign. A new option, costing approximately \$1,500 to \$2,000 per sign, is being proposed. A sample of the materials used for these types of signs (HDPE) was passed around. The Commission agreed that this material would work well for the park signage. The Commission told Rose to proceed with acquiring quotes on the actual signs for Cureton Park, Bucksinner Park, Monument Park and possibly Glassburn Train Park. One or more signs can be purchased as funds become available.
- J. Discussion of appointment of P & R Chairman and Vice Chairman: *Carol Glassburn*
- Mike Dulay made a motion that Carol Glassburn remain as Chairperson. The motion was seconded by Teresa Rodriguez and carried 5-0. Rodger Ely made a motion that Patty Williams continue as Vice Chairperson. The motion was seconded by Mike Dulay and carried 5-0. Tad Wygal arrived after this vote.
- K. Discussion of County Work Crew schedule & Projects: *Carol Glassburn*
- Carol Glassburn stated that the listing provided was going to be a useful tool for all parties involved. Carol asked that the west end triangle be included in the listing. Rose Newbold stated that she would make that change immediately. Carol Glassburn requested that the report of hours and uses for this work crew be kept by Rose Newbold for reporting purposes. Rose will create this spreadsheet and will keep it current.
- L. Discussion of Cowpunchers In-Kind for 2015: *Kyle Christiansen and Rose Newbold*
- Rose Newbold provided the Commissioners with copies of the cover letter with the agreed upon In-Kind work that Cowpunchers will complete this year. Kyle Christiansen and Rose Newbold have worked with the Cowpunchers board on grounds control and water issues. Carol Glassburn stated that the Chamber Ambassadors will be available to help with control but that they will not have enough personnel for all areas and the Cowpunchers will need to provide more people to complete the control plan. Rose will be sure that the Cowpunchers are aware that more personnel will need to be provided by them for this purpose.
 - Tad Wygal arrived and was quickly informed of what had transpired throughout the meeting. He inquired about the usage and equipment that will be available on the multi-purpose field as it relates to the T-Ball League. Brandon relayed to him that the field, being multi-use would be grass (no infield), a portable backstop would be available when T-Ball needed it, and the bases would be of the removal sandbag variety.

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- M. Report from Recreation Director: *Rose Newbold*
- Rose Newbold showed the most recent community event listing to the Commission and requested that the Commissioners convey to everyone that they may encounter in the community that this information can be easily found on the City website www.williamsaz.gov and the www.williamschamber.org websites. Rose has produced 30+ contracts for the events currently scheduled in 2015.
- N. Old Business
- None
- O. New Business
- Patty Williams informed the Commission that Edie Phillips had recently passed away. Edie was involved in many community clubs and organizations and she was very involved with the Friends of the Williams Aquatic Center. Patty asked if a tree with a dedication plaque could be placed at the pool in her honor. It was agreed that this would need to be funded by another organization, not the City, and that it would need to be a tree that required minimal maintenance. It was agreed by all present that this would be a fitting tribute to Edie.
- P. Set next meeting date, time, location and assignments
- The next meeting will be on May 6, 2015 at 10:00 a.m. in Council Chambers.
- V. **ADJOURN** The meeting was adjourned at 10:45 a.m.

Chairperson Carol Glassburn

ATTEST:

Recreation Director