

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

**REGULAR MEETING  
ANNOTATED MINUTES  
AGENDA ITEM**

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**CITY COUNCIL CHAMBERS 10:00 AM  
MAY 6, 2015  
COMMISSION ACTION**

- 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, Rodger Ely and Tad Wygal were present. Also present were Public Works Director Kyle Christiansen, Recreation Director Rose Newbold, Maintenance Foreman John Castro and Deputy City Clerk Pamela Galvan.
  - D. Approval of Minutes: Regular meeting from December 3, 2014 Teresa Rodriguez made a motion to approve the minutes. Mike Dulay seconded the motion, and carried 5-0.
  - E. Adopt Agenda Patty Williams made a motion to adopt the Agenda. Rodger Ely seconded the motion, and it carried 5-0.
- II. PRESENTATIONS NONE**
- III. PUBLIC PARTICIPATION NONE**
- IV. AGENDA ITEMS**
- A. Update Cureton Park & Landscaping by Jack in the Box: *Kyle Christiansen and Rose Newbold*
    - Kyle Christiansen pointed out the last things to be done are the driveway ramps and clean out of the concrete drain. The Commission approved the landscape work by Jack in the Box.
    - Cureton Park is almost done with seeding to be done next week. The lights are up, and the tower is not yet completed. Carol mentioned that \$500.00 towards the tower has been donated from various groups.
    - John Castro noted the frames will be going up over the softball dugouts for shade.
    - Carol Glassburn commends the look of Grand Canyon Boulevard.
  - B. Discussion of Tennis Court improvement plan: *Carol Glassburn*
    - Carol Glassburn spoke of a service organization that will possibly take on the tennis court improvement project. She will need a list of items and preliminary figures to make it happen.
    - The Commission recognizes the need to have it resurfaced, cleaned up, and minimal cost for a net and fencing repair.
    - Mike Dulay mentioned he had spoken to a resident who suggested lighting be installed there to eliminate kids hanging out at night. Fellow Commissioners didn't feel that the idea of lighting would be widely accepted by the neighborhood.

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- C. Discussion of signage options for all City parks: *Rose Newbold*
- Patty Williams suggested placing a sign “Closed at dusk.”
  - John Castro reported that his initial estimate for resurfacing the tennis courts is \$7,500 - \$8,000. This includes striping.
  - At its next meeting, the Commission needs to delve deeper into the clean-up and pricing, etc.
  - The resurfacing process was discussed and noted as a costly process.
  - Rose Newbold presented the Commission with a mockup of the sign to be placed at Cureton Park. All Commissioners approved. There will be a dedication and the wording on the sign was specifically requested by the Cureton family. The sign is 4x6 in size. Two signs will be placed, one on Grand Canyon Blvd. and the other on the corner of Grand Canyon Blvd. and Edison. Rose went over the various sizes of signs to be placed at various locations. The signs will be mounted on railroad iron, constructed by Sheldon Johnson.
  - Carol will write a recommendation to the Council.

Patty Williams made a motion that they make a formal recommendation to Council regarding the signs. Teresa Rodriguez seconded the motion, and it carried 5-0.

- D. Discussion of Cowpunchers In-Kind for 2015: *Kyle Christiansen and Rose Newbold*
- Rose Newbold reported that the Cowpunchers have completed all of the In-Kind work. They completed the announcers’ booth, painting of the cook shack, and welded fences. They will be providing control over the rodeo and a work crew to maintain the bathrooms. They will be putting up the orange temporary fencing. The Cowpunchers are the only ones allowed to be in the rodeo grounds; others may camp on the corner property at Rodeo Rd. and Airport Rd.
  - The electrical work is continuing in the rodeo barn.
  - Fencing has been placed around the Fire Dept. to define it from the rodeo grounds.
  - Other interior rodeo barn work is waiting due to budget issues.
- E. Report from Recreation Director: *Rose Newbold*
- Rose Newbold went through her report with the Commission, highlighting the newest addition of annual events with the Flagstaff Kennel Club.
- F. Set next meeting date, time, location and assignments
- The next regular meeting was scheduled for Wednesday, August 5<sup>th</sup>, 10:00 a.m. in City Council Chambers; there may be a special meeting prior to this quarterly meeting in August.

V.

**ADJOURN**

The meeting was adjourned at 10:45 a.m.

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Chairperson Carol Glassburn

ATTEST:

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Deputy City Clerk

**DRAFT**