

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
FEBRUARY 01, 2017
COMMISSION ACTION**

I. PROCEDURES

- A. Call to Order Vice-Chairman Patty Williams called the meeting to order at 10:04 a.m.
- B. Pledge of Allegiance The pledge was recited.
- C. Roll Call Vice-Chair Patty Williams, Commissioners Rodger Ely, Kerry-Lynn Moede, Teresa Rodriguez, and Tad Wygal were present. Also present were Public Works Director Kyle Christiansen, Parks and Recreation Director Rose Newbold, and Administrative Assistant Sue Bennett. Absent was Chairman Carol Glassburn.
- D. Approval of Minutes: Regular meeting from February 01, 2017 Commissioner Moede made a motion to approve the minutes as presented. Commissioner Teresa seconded the motion with the noted changes as discussed, the motion carried 5-0.
- E. Adopt Agenda Commissioner Ely made a motion to approve the agenda as presented. Commissioner Moede seconded the motion, the motion carried 5-0.

II. PRESENTATIONS

Leah Payne; Animal Control Officer, presented location pictures for Bark Park; Bark Park rules; discuss a design for an enclosed entry to allow dogs to adjust to park prior to entering the park.

III. PUBLIC PARTICIPATION

NONE

IV. AGENDA ITEMS

- F. Discussion of Bark Park: *Patty Williams*
- Extensive discussion relating to the Bark Park; options of possibly using less than 16,000 square foot of space as presented and consider using 8,000 square foot. Materials needed, two benches, two trash cans and 2 waste containers. Leah has discussed with Chief to patrol area and offer maintenance (waste disposal) or contact Kyle for other Maintenance required. Area will have a 4-foot chain link fencing, possibly planting shrub around outside perimeter. Checking into additional bids for fencing, benches as well as water stations were presented. Suggestion was made to prepare a more complete/detail proposal giving details and possible options in assistance with funds; raffles, donations.
- G. Discussion of "Christmas 2017 Wish List" donation program: *Carol Glassburn*
- In Chairman Glassburn absence; we will present this agenda item if necessary at our next meeting.
- H. Update Monument Park USS Arizona & Delander
- Rose explained the Delander Monument; was created and lit with candles when six locals were serving in Desert Storm,

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monument: *Roger Ely,*
Carol Glassburn

candles were lit until all six had returned home. Discussed possibly obtaining a plaque to address this monument. USS Arizona installation will occur in the Spring, Brick program in place and ongoing.

- I. Discussion and scheduling of Spring Park re-inspections: *Carol Glassburn*
- Inspections of the following: Cataract Park; Buckskinner Park; Tennis Court; Recreation Center; Glassburn Park; Monument Park; Tot’s Park; Cureton park; Williams Rodeo Grounds – if time allows the commissioners will do a quick inspection of each area and submit an inspection form to Kerry Lynn for consolidation of information onto a data base.
- J. Report from Recreation Director: *Rose Newbold*
- Written report provided.
- K. Discussion of topics to include on May 3, 2017 agenda
- Detailed proposal for “Bark Park” considering the actual use of Park to determine the correct area, with the bids for all materials. Leah Payne will bring rules for signs that will be specific to our facility.
 - Update on USS Arizona.
 - Review park inspections for continued recommendations regarding ongoing improvements status.
- L. Set next meeting date, time, location and assignments
- May 3, 2017 at 10:00 a.m.
- V. **ADJOURN**
- The meeting was adjourned at 11:10 a.m.

Chairperson Carol Glassburn

ATTEST:

Administrator