

**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  
AUGUST 02, 2017  
COMMISSION ACTION**

***I. PROCEDURES***

- A. Call to Order Vice-Chairman Patty Williams called the meeting to order at 10:00 a.m.
- B. Pledge of Allegiance The pledge was recited.
- C. Roll Call Chairman Carol Glassburn, Vice-Chair Patty Williams, Commissioners Rodger Ely, Kerry-Lynn Moede, and Teresa Rodriguez, were present. Tad Wygal was absent. Also present were Parks and Recreation Director Rose Newbold, and Administrative Assistant Sue Bennett.
- D. Approval of Minutes: Regular meeting from February 01, 2017 Commissioner Ely made a motion to approve the minutes as presented. Commissioner Rodriguez seconded the motion, and it carried 4-0.
- E. Adopt Agenda Commissioner Rodriguez made a motion to approve the agenda as presented. Commissioner Ely seconded the motion, and it carried 4-0.

***II. PRESENTATIONS***

*None*

***III. PUBLIC PARTICIPATION***

*None*

***IV. AGENDA ITEMS***

- F. Discussion of Bark Park: *Patty Williams* ) We are waiting for final approval before going forward with the bids presented. When a new City Manager is selected we will resubmit. This will be funded from BBB budget. Issue was addressed regarding the liability, Rose will discuss with Pam Galvan, City Clerk to determine the City's liability and if it is feasible to proceed with Bark Park project.
- G. Discussion of "Christmas 2017 Wish List" donation program: *Carol Glassburn* ) The Christmas 2017 Wish List is a list of items that will be presented to the Council as action items, such as City Christmas Tree, Parade, etc. Committee will address this list in more detail at the November Meeting.
- H. Update Monument Park USS Arizona: *Rodger Ely* ) The design is done and they are working on the stone problem. Cinder block is ready. Requesting that the City maintenance do the trenching necessary for the electrical, and the Legion will install the electrical. Rodger will get a drawing of trenching being requested.
- I. Discussion Delander monument electrical: *Rodger Ely* ) Mr. Delander has all electrical in place. This item is complete.

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- J. Report on City sound system stored in the Staged building: *R. Newbold* ) Rose had the PA system completely looked over and was informed that our system is fully functional and can be used for small events. If it is used for any other event that is larger in capacity it will not be adequate.
- K. Report from Tennis Court Group: Kerry-Lynn Moede, *Connie Freson* ) Connie has researched options in obtaining a possible grant for the Tennis Courts. The courts will need to be completely demolished and redone in order to assist in funds; the grant option is very promising. Connie will continue to check into other funding avenues that are offered to the communities/cities.
- L. Discussion and scheduling of Spring Park re-inspections: *Carol Glassburn* ) Kerry-Lynn Moede presented the consolidated report of the Commissions inspection of all the parks. Read and discussed each park issue, along with Rose addressing the ones that were complete or still in process.
- M. Quick Update of CIP: *Rose Newbold* ) Rose followed up with her CIP list of items completed and the ones still in process. They were compiled onto an excel spreadsheet, will be updated and emailed to the committee.
- N. Report from Recreation Director: *Rose Newbold* ) Rose presented her report. Written report provided.
- O. Discussion of topics to include on November 1, 2017 agenda: *Carol Glassburn* ) Update on the 2017 Christmas Wish List.  
) Update on Council presentation of CIP report.  
) Tennis Court Updates.
- P. Set next meeting date, time, location and assignments ) November 1, 2017 at 10:00 a.m.
- V. **ADJOURN** ) The meeting adjourned at 11:10 a.m.

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Chairperson Carol Glassburn

ATTEST:

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Administrative Assistant