

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

**REGULAR MEETING
10:00 AM
ANNOTATED MINUTES
AGENDA ITEM**

CITY COUNCIL CHAMBERS

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**MAY 04, 2016
COMMISSION ACTION**

I. PROCEDURES

- A. Call to Order Carol Glassburn called the meeting to order at 10:05 a.m.
- B. Pledge of Allegiance Carol Glassburn led the Commission in the Pledge.
- C. Roll Call Chairperson Carol Glassburn, Commissioners Rodger Ely, Patty Williams and Teresa Rodriguez were present. Commissioners Mike Dulay and Tad Wygal were absent. Also present were Interim City Manager Jim Wine, Maintenance Foreman Rob Brothers, Public Works Director Kyle Christiansen, Parks and Recreation Director Rose Newbold and Deputy City Clerk Pamela Galvan.
- D. Approval of Minutes: Regular meeting from February 3, 2016 Commissioner Williams made a motion to approve the minutes with an amendment to item N by replacing *has done* with *discussed*, and *Memorial* with *Monument*. Commissioner Ely seconded the motion, and it carried 4-0.
- E. Adopt Agenda Commissioner Ely made a motion to approve the agenda as presented. Commissioner Rodriguez seconded the motion, and carried 4-0.

II. PRESENTATIONS NONE

III. PUBLIC PARTICIPATION NONE

IV. AGENDA ITEMS

- A. Update on new signs for City Parks: *Rose Newbold & Kyle Christiansen*) Rose said the posts are made for Monument, and Cureton Park. Cureton's sign came in damage and will be replaced, and both signs will be up by next month.
) Commissioner Glassburn explained that all future signs will be uniform throughout the City.
) The "W" at Monument Park will stay.
) Commissioner Glassburn stated that the progress with making the signs uniform throughout the City is quite a milestone for this small Commission.
- B. Update on Glassburn Park improvements: *Kyle Christiansen & Rob Brothers*) Rob said the sidewalks are being dug out, lighting is being mapped, the box cars Santa Fe sign needs a couple of more coats of white paint, and Sheldon is working on railing.
) Drip line irrigation will be installed; some plants will be removed and replaced. This all should be completed soon.
) Commissioner Glassburn likes the progress.
- C. Information regarding) Commissioner Ely met with Tim Pettit, Chief Building

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Monument Park additional monuments: *Rodger Ely*

Inspector regarding lighting and location of additional 2 monuments. The stonework will match the existing stonework.

) The Legions Post has received an artifact from the USSAZ that will be encased in Plexiglas with stonework and a plaque. There was discussion of its placement in the park.

) They are going to sell stones for the monument.

) There is also a Medal of Honor that a monument will be made for.

D. Discussion of CIP projects that may be possible resulting from budget meetings: *Kyle Christiansen & Rose Newbold*

) Rose said she is extremely optimistic over the next several years that projects will take place.

) Road repair to and bathrooms in Buckskinner Park, playground in Cureton Park, improvements to the Rodeo Barn, water catch system off the bleachers, and general improvements.

) Rose is hopeful that a couple of major improvements will happen this year.

) Commissioner Glassburn asked if the electrical in the Rodeo Barn is ever going to take place. Rob said they are trying, but a few things have kept them from doing it yet.

) Rose explained that the electric will be done first because we have the monies; then interior siding, ceiling, drop lighting and doors. Specifically drive through doors for vendors.

) White fencing was mentioned, and noted it will not be done for a while because the barn and retention basin are priority at this time.

) Commissioner Glassburn likes the relationship we have with the Cowpunchers.

) There was discussion of ownership of the icemaker machine, and its need of repair.

E. Discussion enhancements (bricks) at Glassburn Park: *Teresa Rodriguez*

) Commissioner Rodriguez has not made any progress.

) Rose said they can add bricks along the side of the sidewalk at another time.

F. Update on plans for Rodeo Barn & Grounds: *Kyle Christiansen & Rob Brothers*

) Covered in Item D.

G. Discussion regarding "Bark Park": *Patty Williams*

) Commissioner Williams has received 1 bid and is try to get others for a 50' x150' area; she proceeded in holding up a hand drawn diagram of the intended park. The cost is

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\$12,000.00 and includes two gates.

-) Commissioner Glassburn asked what group would be sponsoring the park.
-) Commissioner Williams said the City and the City would maintain.
-) It was recognized that this will have to go before Council, and if a group was sponsoring the plan, it will present better to Council.
-) Rose suggested the back side of the train box car, there is a small area that may work as a small bark park. Ray's Pocket Park already has a dog station. There was discussion of fencing off the area.
-) Kyle will get together with Patty Williams regarding fencing.
- H. Discussion and recommendation for rental fee increase: *Rose Newbold*
 -) Rose said every 3 to 4 years there is discussion of increasing rental fees.
 -) Rose does not feel it is time to increase fees, because we have not done renovations yet. Once the renovations to the barn and other improvements are complete we can address increasing fees; maybe in 2017.
 -) Improvements allow for increases in fees.
 -) Will discuss this again in August.
 -) Pool fees are difficult; we need to increase usage. Right now we are trying to maintain usage.
- I. Report from Recreation Director: *Rose Newbold*
 -) Rose noted the calendar is very busy. She went over her report with the Commission.
 -) Rose mentioned that we are trying to obtain the 21Century Gran again; that it may come back from the Federal Government.
 -) Rose handed out a vision of the future of Recreation for the City of Williams.
- J. Update on filling empty seat on Commission: *Carol Glassburn*
 -) Two seats are available to be filled. We currently have interest from two individuals, Karry-Lynn Moede and Josie Bustillo.
- K. Discussion of topics to include on the August 2016 agenda: *Carol Glassburn*
 -) Update on signs.
 -) Park box car.
 -) Update on Monument Park.
 -) Bark Park fencing.
 -) Fee increase for 2017.

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- L. Set next meeting date, time, location and assignments The next regular meeting is scheduled for Wednesday, August 3, 2016, at 10:00 a.m. in Council Chambers.
- V. *ADJOURN* The meeting was adjourned at 11:14 a.m.

Chairperson Carol Glassburn

ATTEST:

Deputy City Clerk

DRAFT