

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

REGULAR MEETING

CITY COUNCIL CHAMBERS 10:00

AM

ANNOTATED MINUTES

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AUGUST 03, 2016

AGENDA ITEM

COMMISSION ACTION

I. PROCEDURES

- A. Call to Order Vice-Chair Patty Williams called the meeting to order at 10:07 a.m.
- B. Pledge of Allegiance Patty Williams led the Commission in the Pledge.
- C. Roll Call Vice-Chair Patty Williams, Commissioners Rodger Ely, Kerry-Lynn Moede, Teresa Rodriguez, and Tad Wygal were present. Chair Carol Glassburn was absent. Also present were City Manager Skylor Miller, Public Works Director Kyle Christiansen, Parks and Recreation Director Rose Newbold, and Administration Assistant Jan Shirley.
- D. Approval of Minutes: Regular meeting from May 4, 2016 Commissioner Ely made a motion to approve the minutes with the following amendments: Item C, second bullet point should read: "The City of Williams..." to replace "The Legions Post...". Fourth bullet point should read: "There is also a Williams Medal of Honor recipient that a monument will be made for." Item E, first bullet, should read: "Commissioner Rodriguez had not made any progress regarding commemorative bricks for BSNF personnel." Item E, second bullet point, replace "brinks" with "bricks". Item J: correct spelling of "Karry" to "Kerry". Commissioner Wygal seconded the motion; motion carried 5-0.
- E. Adopt Agenda Commissioner Rodriguez made a motion to approve the agenda as presented. Commission Ely seconded the motion; motion carried 5-0.

II. PRESENTATIONS NONE

III. PUBLIC PARTICIPATION NONE

IV. AGENDA ITEMS

- F. Introduction of new City Manager and Commissioner: *Rose Newbold*) Rose introduced the new City Manager Skylor Miller and the new Commissioner Kerry-Lynn Moede.
- G. Update on signs for City Parks: *Rose Newbold*) The signs at Cureton Park are not yet installed but should be up in the next couple of weeks. The sign at Monument Park is installed and looks good. And the Visitor Center signs also look good.

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- H. Update on train car area:
Skylor Miller) The railing is installed and is scheduled to be painted. The lighting inside and outside the car are scheduled to be installed. Commissioner Wygal strongly encouraged lighting inside the car. This rail car bridge is one of only three in the country.
- I. Update regarding Monument Park and additional monuments:
Rodger Ely) About \$8000 in donations has been raised. Have gone before City Council and to Tim Pettit regarding the design. Commissioner Ely is researching Frederick Platten and Commissioner Moede suggested he be in touch with Tom Way, a local historian. Hope to have the dedication and unveiling during Memorial Day next year.
) Commissioner Williams said that the *Williams-Grand Canyon News* and other community groups need to be aware that the correct name of the park is Monument Park, not Memorial Park.
- J. Discussion of CIP status:
Rose Newbold) Rose handed out and reviewed the City of Williams Parks Capital Improvement Projects (CIP) and Maintenance Needs, which the Commissioners discussed. The Commissioners agreed to review the CIP annually in August.
- K. Update on plans for Rodeo Barn & Grounds:
Kyle Christiansen) Hope to have the electric done this year.
) Grounds: discussed fencing and needs of the Cowpunchers.
) This was also discussed in detail during CIP report.
- L. Discussion regarding "Bark Park":
Patty Williams) Vice Chair Williams received a drawing from Buffalo Fence. Commissioners agreed that until the location of the park is settled, there is not a big rush on determining the fencing. Suggestions included a four- to five-foot fence with a roll guard at the top.
) Proposed location is a half-acre on the far east end of Railway near Spoiled Rotten Boutique.
) The park may be more for visitors and needs to look nice with perhaps low maintenance plants along the fence to dress it up.
- M. Report from Recreation Director:
Rose Newbold) Rose gave an update for August.
) Movies in the Park is a new event to be held in Cureton Park; sponsored by Family Harvest Church. Rose envisions different youth groups taking turns selling concessions for fundraising. Could move into Skate Park during inclement weather.
) Cataract Park: Interim City Manager Jim Wine and Rose discussed adding disk golf. Came up with a design for a 9-hole course and a proposal was sent to the County for its

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approval. Cost to the City would be about \$6000, and maintenance is low. Skylor helped design a course in Cincinnati, and suggested finding and enlisting the aid of a local Northern Arizona group. Skylor indicated that the best courses are in the woods and up/down hills.

- N. Update on filling empty seat on Commission: *Patty Williams*) Need to advertise more. Suggestions included advertising on Facebook; AZWilliamsChat; word-of-mouth; posting flyers at the library, the pool, the Rec Center, and placing an ad in *The News*.
- O. Discussion of topics to include on the November 2016 agenda: *Patty Williams*) Updates on work at rodeo grounds: Kyle Christiansen
) Disk golf at Cataract Park: Rose Newbold
) Bark Park: Patty Williams
) Signs
) Monument Park
) New Commissioner
) Report on Cook Shack improvements: Rodger (Kiwanis)
) Report from Recreation Director
) The next meeting is scheduled for Wednesday, November 2, 2016 at 10:00 a.m. in Council Chambers
- P. Set next meeting date, time, location and assignments: *Patty Williams*) The next meeting is scheduled for Wednesday, November 2, 2016 at 10:00 a.m. in Council Chambers.
- V. **ADJOURN**) The meeting was adjourned at 11:20 a.m.

Chairperson Carol Glassburn

ATTEST:

Administrator