

**SUMMARY OF THE MINUTES OF THE COTTONWOOD  
PARKS AND RECREATION COMMISSION  
January 23, 2018**

Present:

Doug Hulse, Chair  
Ann Shaw, Vice-Chair  
John Croslin  
Trevor Gottschalk  
Diane Pothast

Absent:

Edna Ahrens

Also Present:

Richard Faust, Community Services General Manager  
Hezekiah Allen, Recreation Services Supervisor  
Robin Babbitt, Administrative Assistant  
Carla Hover, Yavapai Community Services Program Manager

**CALL TO ORDER**

Commissioner Hulse called the meeting to order at 5:01 pm at the Cottonwood Recreation Center Conference Room.

**MINUTES – NOVEMBER 28, 2017 REGULAR MEETING**

Commissioner Hulse asked for consideration of the November 28, 2017 minutes. Commissioner Croslin motioned to approve the minutes as written. Commissioner Shaw seconded the motion. Motion carried unanimously.

**CALL TO THE PUBLIC**

(This portion of the agenda is set aside for the public to address the Commission regarding an item that is not listed on the agenda for discussion. However, the Commission cannot engage in discussion regarding any item that is not officially listed on the agenda for discussion and/or action (A.R.S. 38-431.02(H).) Comments are limited to a 5 minute time period.)

None

**OLD BUSINESS**

**A. MONTHLY REPORT INFORMATION FOR NOVEMBER AND DECEMBER 2017**

Mr. Faust asked if there were any questions on the monthly report for November and December. Hearing none he reviewed the differences between the revenues from this year and last year.

**B. RECREATION CENTER MONTHLY UTILITY USE AND ANALYSIS (THROUGH DECEMBER)**

Mr. Faust reviewed the recent trends for each of the four utility usages.

**NEW BUSINESS**

**A. COMMISSIONER VACANCY – ABANDONMENT OF SEAT**

Mr. Faust stated that Vanessa DaVee's has been absent from all commission meetings since her appointment. She has not responded to any attempts at contacting her. She was officially removed from her seat on the board according to Arizona Revised Statutes.

**B. BICYCLE ADVISORY COMMITTEE - PRESENTATION**

Carla Hover presented information to the commission regarding the BAC's plans to meet the League of American Bicyclists requirements for Silver status. She discussed their mission and goals for 2018. She also talked about some projects they would like to see completed in the future. She discussed all of this with the commissioners further.

**C. COUNCIL STRATEGIC PLANNING MEETING - REVIEW**

Commissioner Hulse reviewed the three main Parks and Recreation projects that were discussed at the Council's strategic planning meeting. They discussed the needs, objectives and challenges for the 5<sup>th</sup> Street Trail Connection in Old Town, resurfacing the tennis center and completing the Bill Bowden Memorial Park (Viejo/Elm Park).

**D. CITY OF COTTONWOOD – 2017 COMMUNITY SURVEY RESULTS**

Mr. Faust reviewed the Parks and Recreation related data from the recent city community survey. The survey was sent out in water bills.

**E. COTTONWOOD CIVIC CENTER – HISTORICAL RENOVATION PROJECT – CONTRACTOR ACTIVITY REPORT**

Mr. Faust reviewed the general scope of the Civic Center project including contingency items and planned construction meetings. He discussed specifics further with the Commission.

**F. UPCOMING PARKS AND RECREATION SPECIAL EVENTS/PROGRAMS**

Mr. Faust listed the current and upcoming events and programs including youth basketball, co-ed volleyball, Looking Good Cottonwood, Easter Egg Hunt and Brian Mickelsen Memorial run/walk.

**ADJOURNMENT**

Commissioner Gottschalk motion to adjourn the meeting. Commissioner Shaw seconded the motion. Meeting was adjourned at 6:05 pm.