

**SUMMARY OF THE MINUTES OF THE COTTONWOOD
PARKS AND RECREATION COMMISSION
August 27, 2013**

Present:

Doug Hulse
Bill Bowden
Cindy Burton
Al Hilberger
Carol Nielsen
Ann Shaw

Absent:

Bob Richards

Also Present:

Richard Faust, Community Services General Manager
Robin Babbitt, Administrative Assistant

CALL TO ORDER

Commissioner Hulse called the meeting to order at 5:02 pm at the Cottonwood Recreation Center Conference Room.

MINUTES – JUNE 25, 2013 REGULAR MEETINGS

Commissioner Hulse asked for consideration of the minutes from the June 25, 2013 regular meeting. Commissioner Bowden motioned to approve the minutes as written. Commissioner Burton seconded the motion. Motion carried unanimously.

CALL TO THE PUBLIC

Lee Vadnais and Paula Gilpin addressed the Commission regarding changes they would like to see to some of the exercise classes offered at the CRC that are geared toward senior members.

OLD BUSINESS

A. MONTHLY REPORT INFORMATION FOR JUNE AND JULY 2013

Mr. Faust asked if there were any questions on the monthly reports from June and July. There were none.

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

Mr. Faust and the commissioners reviewed the recreation center utility usage for the past few months focusing on water usage increases and why they were occurring.

C. MINGUS UNION HIGH SCHOOL INTERGOVERNMENTAL AGREEMENT DOCUMENT

Mr. Faust reviewed changes requested by Mingus and allowed by the City Council to the IGA for use of the outdoor pool. The commission discussed what the lower fee would mean for other departmental programs. They also requested that Mingus or other large user groups should approach the commission first before taking requests to the City Council.

NEW BUSINESS

A. PARKS & RECREATION COMMISSION SEAT VACANCIES AND COUNCIL APPOINTMENTS

Commissioner Hulse congratulated Ann Shaw and Cindy Burton on their appointments to the Parks and Recreation Commission. He thanked them for stepping up and volunteering.

B. NOMINATIONS FOR COMMISSION CHAIR AND VICE CHAIR

Commissioner Bowden nominated Doug Hulse for chairperson. Commissioner Nielsen seconded the nomination. With no other nominations on the floor, Commissioner Hulse was unanimously voted as chairperson.

Commissioner Nielsen nominated Ann Shaw for vice chairperson. Commissioner Burton seconded the nomination. With no other nominations on the floor, Commissioner Shaw was unanimously voted the vice chairperson.

C. PARKS & RECREATION MISSION STATEMENT

Mr. Faust stated he felt it was time for the department to have an updated mission statement. He read what he had proposed stating he poled over 30 parks departments around the country when putting it together. He asked for the commission's approval to implement the mission statement.

Commissioner Bowden moved that the department implement the new mission statement. Commissioner Shaw seconded the motion. The motion passed unanimously.

D. MARKETING PLAN (DISCUSSION)

Mr. Faust reviewed the draft marketing/advertising plan that was included in the commission packets. He stated that he hoped that the new advertising at the recreation center and in the Leisure Times would bring in between \$5,000 and \$8,000 annually.

E. PARKS & RECREATION COMMISSION FIVE-YEAR PLANNING DOCUMENT

Mr. Faust asked the commissioners to review the attached 2012 five-year planning document and to return to the September meeting with ideas for discussion.

F. 2013 THUNDER VALLEY RALLY AND RHYTHM & RIBS PRODUCTION AGREEMENTS

Mr. Faust reviewed the upcoming signature event Thunder Valley Rally. He explained that a professional promoter is working with the city to get sponsorship money, national musical acts and more participants and spectators.

G. UPCOMING PARKS & RECREATION PROGRAMS/SPECIAL EVENTS

Mr. Faust reviewed the upcoming special events including Rhythm & Ribs, Fall Carnival and Walkin' on Main.

ADJOURNMENT

Commissioner Bowden motioned to adjourn the meeting. Commissioner Burton seconded the motion. Meeting was adjourned at 6:37 pm.