

**SUMMARY OF THE MINUTES OF THE COTTONWOOD
PARKS AND RECREATION COMMISSION
September 24, 2013**

Present:

Absent:

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

Also Present:

Richard Faust, Community Services General Manager
Ryan Bigelow, Recreation Program Supervisor
Hezekiah Allen, Aquatics/Special Event Supervisor
Robin Babbitt, Administrative Assistant
Lee Vadnais, CRC Member

CALL TO ORDER

Commissioner Hulse called the meeting to order at 5:00 pm at the Cottonwood Recreation Center Conference Room.

MINUTES – AUGUST 27, 2013 REGULAR MEETINGS

Commissioner Hulse asked for consideration of the minutes from the August 27, 2013 regular meeting. Commissioner Bowden motioned to approve the minutes as written. Commissioner Nielsen seconded the motion. Motion carried unanimously.

CALL TO THE PUBLIC

None

OLD BUSINESS

A. MONTHLY REPORT INFORMATION FOR AUGUST 2013

Mr. Faust asked if there were any questions on the monthly report from August. There were none.

Mr. Bigelow reviewed the attached report from Silver Sneakers. They audited the recreation center giving the facility a high rating but also suggested ways to attract and retain more senior members.

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

Mr. Faust asked if there were any questions on the recreation center utility usage through August. There were none.

NEW BUSINESS

A. RECREATION CENTER PROGRAMMING – LETTER TO COMMISSIONERS FROM LEE VADNAIS (DISCUSSION)

Lee Vadnais addressed the commission on a number of suggestions she had to market the recreation center and to help its cost recovery. She discussed her ideas with the commissioners who explained that most of her suggestions had come up for discussion before but weren't applicable to this facility or this community. They thanked her for her interest in seeing the facility prosper.

B. REVIEW AND DIRECTION TO STAFF – HOLIDAY HOURS (RECREATION CENTER OPERATIONS – RYAN BIGELOW)

Mr. Bigelow distributed a copy of the recreation center holiday schedule to commissioners and reviewed the usage and revenues for each holiday over the last three years.

After discussion, Commissioner Bowden motioned that staff have the ability to close on New Year's Day, Easter and Mother's Day if they so desire. Commission Nielsen seconded the motion. Motion passed 6 to 1.

C. PARKS & RECREATION COMMISSION FIVE-YEAR PLANNING DOCUMENT (2012 DOCUMENT ATTACHED)

Mr. Faust and the commissioners discussed what projects they felt were important to include on the five-year plan. These projects included completing the Viejo/Elm Park by adding a play apparatus, fixing up the restrooms at Riverfront and Garrison Parks, building a restroom at the Cottonwood Kid's Park, the Master Plan Study, resurfacing the tennis center, parkland acquisitions and the urban trail system. A new item added to the plan was a pump track to be installed at Riverfront Park.

The commissioners discussed these projects and a finalized copy will be presented at the next regular meeting.

D. 2013 THUNDER VALLEY RALLY REVIEW/EVENT CRITIQUE (HEZ ALLEN)

Mr. Allen reviewed the recent Thunder Valley Rally event. He reported on the attendance, parking issues, complaints, accolades and ideas to make the event better in 2014.

E. UPCOMING PARKS & RECREATION PROGRAMS/SPECIAL EVENTS

Mr. Allen discussed the upcoming Rhythm & Ribs event. He reviewed the musical entertainment and the new KCBS barbecue contest. He also discussed how the promoters were working with them as partners.

F. UPCOMING MEETINGS – JOINT CITY COUNCIL AND LIBRARY ADVISORY BOARD & JOINT PLANNING & ZONING COMMISSION MEETINGS

Mr. Faust stated that the joint library/Council meeting would be Thursday, October 3 at the Public Safety Building. He also stated that the joint Planning & Zoning meeting would be Thursday, October 10 at the recreation center. Both meetings were planned for 6:00 pm.

ADJOURNMENT

Commissioner Bowden motioned to adjourn the meeting. Commissioner Nielsen seconded the motion. Meeting was adjourned at 7:07 pm.