

## A G E N D A

WORK SESSION OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, TO BE HELD AUGUST 10, 2011, AT 5 P.M., AT THE COTTONWOOD COUNCIL CHAMBERS BUILDING LOCATED AT 826 NORTH MAIN STREET, COTTONWOOD, ARIZONA.

- I. CALL TO ORDER
- II. ROLL CALL
- III. ITEMS FOR DISCUSSION, CONSIDERATION, AND POSSIBLE DIRECTION TO STAFF:

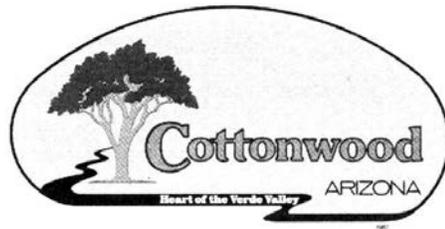
**Comments regarding items listed on the agenda are limited to a 5 minute time period per speaker.**

1. INTRODUCTION OF THE VERDE VALLEY HUMANE SOCIETY BOARD MEMBERS AND EXECUTIVE DIRECTOR.
  2. PLANNING & FUTURE DIRECTION OF THE VERDE VALLEY HUMANE SOCIETY.
  3. STATUS OF THE VERDE VALLEY HUMANE SOCIETY BUILDINGS & OPPORTUNITIES FOR POSSIBLE COLLABORATION WITH THE VERDE VALLEY HUMANE SOCIETY.
- IV. ADJOURNMENT

Pursuant to A.R.S. § 38-431.03.(A) the Council may vote to go into executive session on any agenda item pursuant to A.R.S. § 38-431.03.(A)(3) Discussion or consultation for legal advice with the attorney or attorneys of the public body.

The Cottonwood Council Chambers is accessible to the disabled in accordance with Federal "504" and "ADA" laws. Those with needs for special typeface print or hearing devices may request these from the City Clerk (TDD 634-5526.) All requests must be made 24 hours prior to the meeting.

Members of the City Council will attend either in person or by telephone conference call.



City of Cottonwood  
Public Works Department

Date: 08/08/2011

Marianne Jimenez,  
City Clerk

The following are notes from my walk thru of the Verde valley Humane Society with members of the Board of Directors:

### **Old Facility**

The existing foam roof is severely deteriorated due to lack of maintenance. I'm not sure of the age of the roof but I would have to guess at least 20 years old. It doesn't look like it's ever been recoated. Recoating with an elastomeric paint every 7 to 10 years is usually recommended. I have requested an inspection and proposal from a local foam roofing contractor and should have the info in a day or two.



One of the three evaporative coolers serving the kennel area is not working and will need to be serviced. May need to have the fan motor and water pump replaced. Area exhaust fan needs cleaning.

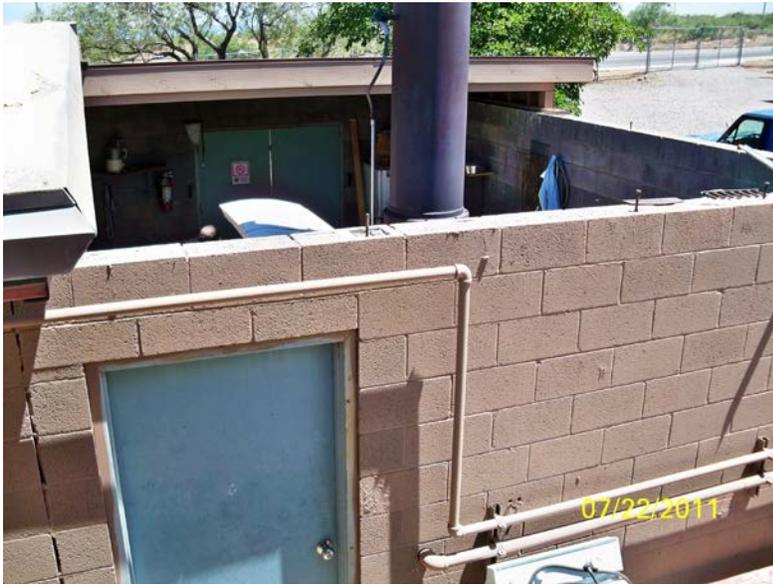


In several areas the lighting and electrical wiring needs to be repaired.



Food storage should be moved out of a poorly constructed storage shed with no heat or cooling. Could be moved into the old lobby area but this would require additional heavy duty storage shelving, exact quantity would have to be determined.

The crematorium needs to be serviced and may require relining of the burn box. It was also requested that some sort of shade structure be installed above the crematorium to shade the control panel and workers.



Several doors and door hardware will need to be replaced.



Fencing at outdoor runs needs repair and they would like to construct a fenced in play area for exercising the dogs.

Several areas need wall patching and painting.



### **New Facility**

The HVAC system is not set up correctly for the way some of the spaces are being used. The large room housing cats was originally designed to be the director's office and has inadequate air exchanges. Animal areas need a high volume of outside air supply to keep the air fresh and to minimize the spread of communicable diseases. Ventilation in the dog kennel and cat areas will also need to be reviewed for proper air changes and area isolation.

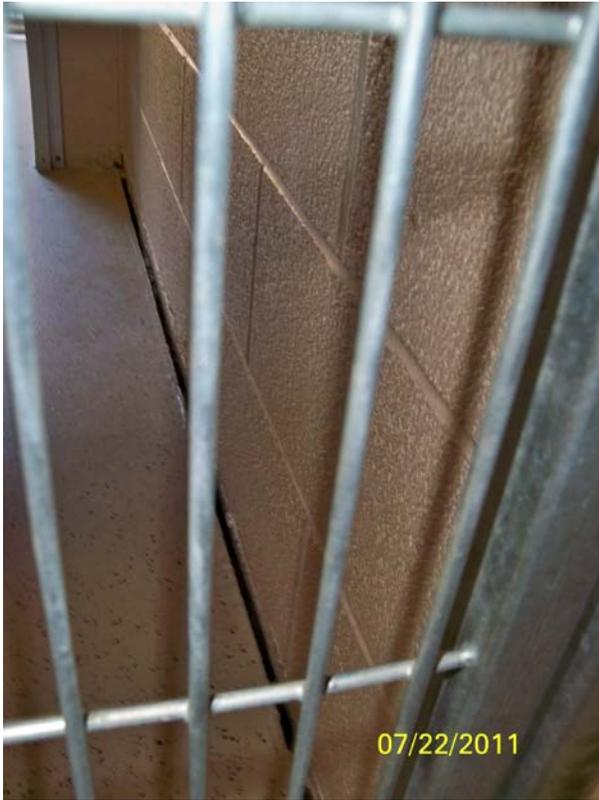
Ceramic floor tile with grout joints is used in some of the animal areas and was probably not the best choice of material. At a minimum this tile needs to be resealed to make it easier to keep clean.

Installation of two gates and fencing (10 lf) in the central courtyard will allow staff to keep animals separated during play time.

Construction of nine (4' x 8') outside runs will allow staff to relocate ½ of the dogs while the kennels are being cleaned due to a drainage design that requires the inside kennels to drain through the outside kennels.

Roll down shades should be installed on the east kennel glazing (2 windows and 2 doors) to help cut down on the heat load in the kennel.

Expansion joints within the kennels need to be recaulked.



Scott Mangarpan  
City of Cottonwood  
Project Manager