

## A G E N D A

WORK SESSION OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, TO BE HELD AUGUST 10, 2010, AT 6 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. INSTALLATION OF HOLIDAY DECORATIONS IN OLD TOWN. (Pages 2-4)
  2. ESTABLISHING A NINE HOLE DISC GOLF COURSE AT RIVERFRONT PARK. (Pages 5-7)
  3. DEVELOPMENT OF A NEW CITY HALL BUILDING. (Page 8-9)
- 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

City of Cottonwood, Arizona  
City Council Agenda Communication



Meeting Date: August 3, 2010

**Subject: Holiday (Christmas) Decorations**

Department: Administration

From: Doug Bartosh, City Manager

**REQUESTED ACTION**

Staff is requesting direction from the City Council regarding the installation of holiday decorations in Old Town.

**If the Council desires to approve this item the suggested motion is: N/A**

**BACKGROUND**

During this spring, the pine tree in front of the Civic Center was removed when a vehicle left Main Street and ran into the tree. The tree was so badly damaged that it required removal. This tree has been used in past years as the focal point for our holiday decorations in Old Town and the location of the annual tree lighting ceremony. Staff has been considering other options for trees and holiday decorations when we were approached by Dave Kessel from Yavapai Broadcasting who was interested in helping the city place holiday decorations at a location in Cottonwood that would serve as the focal point for our holiday celebrations. The logical location considered was Old Town as that is the site of the previous celebrations to include the tree lighting, the Chocolate Walk, and the culmination of the Christmas Parade. Mr. Kessel advised us that he and the owner of the Yavapai Broadcasting, Grant Haffley, have completed holiday decorations at several locations in Ohio where Mr. Haffley owns other radio stations. Mr. Kessel has also installed quite a display at his home in Cornville.

The displays they create are composed of lights that are choreographed to music and it is all computerized. The intent would be to start with a small display this year such as a fabricated Christmas tree that would display a light show to music along with some lights installed down Main Street in Old Town. If the initial project was successful, we would expand the project North on Main Street in Old Town to create a holiday light show through Old Town.

**JUSTIFICATION/BENEFITS/ISSUES**

The loss of the tree precipitated the need to find an alternative tree or celebration point. By creating an electronic light show, we hope to encourage guests into the Old Town area every night of the holiday season not only to experience the holiday lights, but also to shop in the local stores. We believe as the display grows, it has the potential to attract people from the entire region similar to Los Abrigatos.

**COST/FUNDING SOURCE**

The City would provide the funding for all of the equipment and lights and Yavapai Broadcasting would provide all the labor and expertise in constructing the display. Our crews, with direction from Yavapai Broadcasting, would help install the equipment. We anticipate that the first year expenses would not exceed \$10,000 with additional costs in future years as we expand the display. We have funding available through the City Council and City Managers contingency fund to get the project started as we are on a tight time line at this point in the year. It is very likely that at least some of the costs could be offset with donations from business, contributions from the Old Town Association, and the Cottonwood Economic Development Committee. We would budget for future expansions of the project.

**REVIEWED BY:**

City Manager: ARB

City Attorney: SAH

**ATTACHMENTS**

# 2010 Cottonwood Holiday Decorating Worksheet

## #1 48 Channel Cottonwood MegaTree

ITEM	QTY	COST	TOTAL
Red LED Strings	30	\$15.00	\$450.00
Green LED Strings	30	\$17.00	\$510.00
Blue LED Strings	30	\$15.00	\$450.00
Strobes	50	\$10.00	\$500.00
Wire & Sockets	1	\$300.00	\$300.00
Tree Winch	1	\$40.00	\$40.00
Hook Head	1	\$50.00	\$50.00
Pulley Head	1	\$65.00	\$65.00
3-D Star Topper	1	\$125.00	\$125.00
1 1/4" Mast	1	\$80.00	\$80.00
Controller Boxes	3	\$395.00	\$1,185.00
Hardware	1	\$200.00	\$200.00
Sequencing	1	\$800.00	\$800.00
YBC Discount	1	-\$500.00	-\$500.00
			<b>\$4,255.00</b>

### SPECIFICATIONS

3-D Star	3'
Mast Height	22'
Diameter	16'
Radius	8'
Circumference	50.24'
String	28 (2 X 14)
String Length	23.4'
String Spacing	1.8' (at base)

### CHANNELS

Red	14
Green	14
Blue	14
Strobes	1
Star	3
	<b>46</b>

### NOT IN BID

Mast Installation  
Guy wire and anchors  
String installation  
Fencing and security  
Insurance

## #2 32 Channel Building Snowflakes

ITEM	QTY	COST	TOTAL
36" Snowflakes	16	\$65.00	\$1,040.00
24" Snowflakes	16	\$45.00	\$720.00
Controller Boxes	2	\$395.00	\$790.00
Sequencing	1	\$150.00	\$150.00
YBC Discount	1	-\$150.00	-\$150.00
			<b>\$2,550.00</b>

### NOT IN BID

Installation  
Roof Anchors  
Extension Cords



Total Project Price: **\$6,805.00**

City of Cottonwood, Arizona  
City Council Agenda Communication



Meeting Date: August 10, 2010

**Subject: Proposed Disc Golf Course**

Department: Development Services

From: Dan Lueder

**REQUESTED ACTION**

Discuss a proposal for establishing a nine hole disc golf course

**If the Council desires to approve this item the suggested motion is: N/A**

**BACKGROUND**

Staff has previously discussed the feasibility of the City establishing a disc golf course to encourage healthy exercise and bring economic development to Cottonwood. The cost to construct the first nine holes course would be approximately \$6,000 and funds are budgeted in the Riverfront Park capital improvement line item. A disc golf course can make use of land unsuitable for other sports, activities or development. This differentiates disc golf from most other outdoor sports that require specialized sport facilities, buildings or extensive land development. Once installed, a disc golf course has few maintenance costs associated with upkeep and operation. In addition disc golf can be played year round, rain (snow), or shine. A small basic disc golf course can be built on as little as two acres of land. A full championship course usually is built on one to two acres per hole.

Well designed disc golf courses are environmentally friendly and utilize an area's existing topography. Varied terrain is an advantage. Trees, shrubs, hills, creeks and lakes offer more obstacles and challenge to a course. There is no clear-cutting of trees, grading of land, costly fertilizer, or mowing maintenance necessary. Courses have been installed on old landfills, around reservoirs and in areas where there is a hundred year-flood buffer. In addition, the sport attracts positive and dedicated disc golf players and disc golf clubs who bring a beneficial element to the area.

**JUSTIFICATION/BENEFITS/ISSUES**

Disc golf is an environmentally friendly health sport whose participants tend to take an active role in the course and the surrounding areas, making sure the course is in good shape and taken care of. The closest existing courses are in Flagstaff which has a limited season due to the climate. Establishing a disc golf course in Cottonwood would allow for year round play and draw a large number of participants who would also frequent our commercial establishments.

**COST/FUNDING SOURCE**

General fund

**REVIEWED BY:**

City Manager:



City Attorney:



**ATTACHMENTS**

Proposed course layout



# CITY OF COTTONWOOD

## Streets Map



- INDICATES START POINT
- INDICATES BASKET

SCALE 1:3,000

- Legend**
- City Boundary
  - Verde River
  - Edge of Road
  - Yavapai County Parcels

City of Cottonwood, Arizona  
City Council Agenda Communication



Meeting:      Date: August 10, 2010  
Subject:       Regarding the Replacement of a New City Hall  
Department: Administration  
From:          Doug Bartosh, City Manager

**REQUESTED ACTION**

Staff is requesting City Council direction regarding the development of a new city hall.

**If the Council desires to approve this item the suggested motion is:**

N/A

**BACKGROUND**

In recent months, the City Council and staff have been considering methods to begin the design and construction of a new city hall. The 2010-11 budget provides funding for the design and possible purchase of a facility for city hall. There have been several locations discussed including the purchase of the large Rough Cut building which the owner has indicated will be built out as a spa facility which makes this building unavailable for purchase. Staff is requesting direction from the City Council regarding the preferred location as a few locations have been discussed. Other locations discussed include the following.

- In the field area behind the current city hall
- On the property owned by Joe Nackard On Main St. and 6<sup>th</sup> Street
- The city owned property at 6<sup>th</sup> Street and Hwy 89A

Staff is also requesting direction regarding the City Council's preference regarding city services that should be offered at city hall. The intent was to try and consolidate most citizen contact services at city hall with the goal of creating a one-stop-shop for city services.

**JUSTIFICATION/BENEFITS/ISSUES**

While the city has made good progress in improving city facilities and work space, the main face of the city, city hall, remains in an unacceptable condition. The building is old and never designed to serve as a city hall. Other offices generally located in city hall are housed in

separate buildings requiring employees and citizens to walk between buildings to accomplish tasks; even necessitating the crossing of Main Street to get from one office to the next. Recent environmental tests of city hall have discovered mold in the walls and high levels of bacteria in the flooring. The air conditioning systems are old and the antiquated design and construction of the building makes it very energy inefficient both in the winter and summer. Finally, the current city hall facilities do not represent the city very well in terms of image and efficiency.

**COST/FUNDING SOURCE**

Funding is available through the 2010-11 General Fund Capital budget for the design and/or purchase of a building and land suitable for city hall. A new city hall has been included in the 5 year Capital Plan for at least the last 5 years and this is the year that was proposed for designing a new city hall.

**REVIEWED BY:**

City Manager: AB

City Attorney: ✓ SAH

**ATTACHMENTS**