

MINUTES OF THE WORK SESSION OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, HELD AUGUST 10, 2010, AT 6:00 P.M., AT THE CITY COUNCIL CHAMBERS BUILDING, 826 NORTH MAIN STREET, COTTONWOOD, ARIZONA.

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CALL TO ORDER AND ROLL CALL

Mayor Joens called the work session to order at 6:00 p.m. Roll call was taken as follows:

COUNCIL MEMBERS PRESENT

Diane Joens, Mayor  
Karen Pfeifer, Vice Mayor  
Tim Elinski, Council Member  
Duane Kirby, Council Member  
Linda Norman, Council Member  
Terence Pratt, Council Member  
Darold Smith, Council Member

STAFF MEMBERS PRESENT

Doug Bartosh, City Manager  
Dan Lueder, Development Services General Manager  
Kyla Allen, Executive Assistant to the City Manager  
Scott Mangarpan, Project Manager  
Richard Smith, Deputy Clerk

ITEMS FOR DISCUSSION, CONSIDERATION, AND POSSIBLE DIRECTION TO STAFF

INSTALLATION OF HOLIDAY DECORATIONS IN OLD TOWN

Mr. Bartosh stated some months back the city lost its Christmas tree due to a traffic accident. As a replacement, discussions were held with Yavapai Broadcasting about having some kind of holiday light show in Old Town. If the Council approved, it could become a multi-year project to build an Old Town holiday attraction that would draw people every night through the holiday season and not just the night of the Chocolate Walk.

Mr. Dave Kessel, of Cornville, General Manager of Yavapai Broadcasting, showed a video of his home holiday lighting system as well as an example of his lighting work done on a municipal building, and examples to start building an elaborate holiday lighting decoration system of a similar nature in Old Town Cottonwood. It would draw tourists from far and wide because of the press it would receive. It would provide an economic stimulus to the city because of the entertainment experience it would provide. Use of LED lighting might lead to contributions from APS for use of energy efficient lighting. The light show would be free to visitors. Voluntary contributions could be solicited to help defray costs or to donate to charity.

Mr. Kessel stated the proposal for this year was for a mega tree display 25 feet tall, including a 3-foot star on top that would spin. There would be 14 circuits of lights which

would come down in three different colors in changing patterns of color and light. Besides the mega tree, there could be 16 three-foot wide snowflakes and 16 two-foot wide snowflakes attached to the Civic Center which would also be animated.

He showed a video of a display he had done at the Guernsey County Court House in Cambridge, Ohio, demonstrating the different types of lights that could be part of a display. The display was the focus of bus tours to the area. A display here could be expanded to include whole city blocks with an animated lighting display and synchronized sound emanating from speakers mounted on the light posts. This year there would be no sound effects, but the animated display would still provide a focal point at the entry of Old Town.

Council Member Smith asked if the city had roof anchors and extension cords.

Mr. Lueder stated the city had quite a bit and staff could possibly build the tree itself.

Council Member Pratt stated it was a great idea.

Vice Mayor Pfeifer stated light displays were a good means of raising funds and attracting visitors.

Council Member Smith asked how soon things would have to be started.

Mr. Kessel stated he had already ordered much of the equipment.

Mr. Bartosh stated the reason for scaling down the display this year was the tight timeline. The Old Town Association was very supportive as was the Cottonwood Economic Development Council. It would not be possible to go out this year and solicit donations, but he anticipated donations and contributions from local businesses would be sought. Conversations had been held with APS whose representatives would meet with staff in September to discuss projects with possible eligibility for rebates, including this one.

Mr. Kessel asked that there be free signage for Yavapai Broadcasting.

Mr. Bartosh stated the city would provide supplies and Mr. Kessel and Yavapai Broadcasting would supply the expertise and labor to put it in.

Mayor Joens stated the consensus of the Council was supportive. Donations could be given to charity or put to expanding the display.

Mr. Bartosh stated work would be done to obtain donations. He proposed the cost of \$10,000 be split between the contingency funds of the Council and City Manager. There was no need for a vote on this expenditure.

Mayor Joens stated the Council's direction was to proceed.

### ESTABLISHING A NINE HOLE DISC GOLF COURSE AT RIVERFRONT PARK

Mr. Lueder stated this matter had been discussed by the Council previously. At the City Manager's direction it was researched more thoroughly. It was an increasingly popular activity. There were four disc golf courses in Flagstaff, with Thorpe Park averaging 250 players a day. Players currently went to Phoenix in winter since there were no closer locations to play. This could be a year-round activity. To judge interest, staff sought direction to establish a preliminary 9-hole course at Riverfront Park between the two curves on Tenth Street and the river, as outlined on the map in the Council's packets. It would be located on city land and laid out according to the indicated plan so as to minimize interaction with trails. The floodway would provide a huge available area for this. There would be enough warning of possible flooding to allow removal of the baskets until flood waters receded which would be 2 or 3 times a year.

Long term it could be expanded to 18 or 27 holes starting in Old Town at the Jail Trail. The State Park had been amenable but formal approval may take some time. Meantime, the city could start with a 9 hole course and gauge interest. It would promote an economic and tourist boom at minimal cost. The estimated total cost to establish 9 holes would be \$6,000 or less with the majority of that going to purchase baskets.

Mr. Paul Wurzer, of Cottonwood, stated every city on the east coast had several disc golf courses. There was league play and also professional championship matches. He demonstrated the types of discs used and how they were thrown. The sport could be played by people of all ages since it offered good exercise that was low impact.

Council Member Smith asked what the cost to play was.

Mr. Wurzer stated there was no charge to play in public parks.

Council Member Smith asked how the city would get its money back.

Mr. Bartosh stated this was consistent with the city's economic development plan and an opportunity to make more of a connection to the river through Old Town. With the remodel of the Old Town Jail there was an opportunity for a creation of a disc golf store.

Mr. Wurzer stated players were not adverse to driving long distances to play courses they liked. Players from Phoenix and Flagstaff would come and there was the possibility of holding tournaments here which would bring a lot of business to town.

Council Member Pratt stated the Parks & Recreation department had the funds in capital improvement and recreation was an economic driver. This was a great thing and it would draw people here.

Council Member Kirby stated his concern about a lack of control for scheduling.

Mr. Lueder stated it was very fast and people could play 18 holes in an hour. There was little maintenance because there were no groomed tee boxes or fairways. In his experience players took care of the course by picking up garbage and were respectful of others while playing. There was no tee time and no starter. People showed up and played. We would start small and see what the demand was. It would be put on land that could not be used for anything else.

Council Member Pratt stated we would be the first community in the area to have a course.

Mr. Lueder stated Staff Engineer Morgan Scott had already plotted a 27-hole course. Expansion could even be made into Dead Horse Ranch State Park if it proved popular enough. The biggest single cost was baskets. Good ones ran between \$350 - \$400.

Council Member Smith asked who would design the course.

Mr. Lueder stated Mr. Scott and Mr. Wurzer had met and put stakes using GPS. Players from Flagstaff and Phoenix had offered to give advice.

Council Member Smith stated he recommended making it as perfect as could be for the first 9 holes. Once word got out we had a nice course it would make all the difference in the world.

Mr. Lueder stated that was why he liked the idea of having three different pin positions. It reached the people who couldn't afford to play golf or other costly sports.

Mayor Joens stated she had noticed there was no clear cutting of trees or grading of land. She asked what would have to be done to the area.

Mr. Lueder stated brush would be cleared. Natural obstacles were good. Some grass cutting might be required to facilitate play. Impact to the land would be minimal. One other thing was holes by the Jail Trail would form part of a fire break.

Council Member Elinski stated it was a great idea. He would like to see the Jail Trail incorporated as a back entry to tee off points. It should be advertised until the course came up to meet it. It was important to sign it at this early stage.

Mr. Lueder stated part of the plan was to have 27 holes along the river and have people stop at Old Town.

Mr. Bartosh stated staff wanted to move this along quickly and have it in place by winter to attract people from Flagstaff when they could not play there.

Mr. Lueder stated he thought it could be up and running by September.

Mayor Joens stated she had received an e-mail via Council Member Smith from Dr. Bob

Richards, of Cottonwood, expressing concern about the possible adverse interaction of the disc golf course with hiking paths in Riverfront Park.

Mr. Lueder stated the course has been set up to minimize impact on trails and staff would continue to monitor that. He had spoken with officials from Dead Horse Ranch State Park and staff and determined it was not utilized as heavily as the Jail Trail area. There would also be signage.

Mr. Bartosh stated he had responded to Dr. Richards explaining he had played disc golf in the middle of a college campus park with walkways through it. His brother played it in a park. It was not unusual to run into other people on a course. Conflicts were not an issue.

Mr. Wurzer stated he had played 20 different courses, all with trails running through, and never experienced difficulties. Disc golfers were very courteous and watched out for other people. In Fountain Hills there was a walking path around the lake and beside it was a disc golf course.

Council Member Norman asked if parking would be by the first tee.

Mr. Lueder stated parking would be encouraged at the baseball field parking lot and skate park parking lot. There could be informational fliers available about parking. A No Parking area would probably be established near the tee area.

Council Member Pratt stated this would be a first for Cottonwood and probably get a lot of favorable press. It was a great idea which he supported.

Vice Mayor Pfeifer stated it was a great idea.

Mayor Joens stated the Council was supportive, so please proceed.

Mr. Lueder stated staff would keep the Council updated with course maps and progress.

#### DEVELOPMENT OF A NEW CITY HALL BUILDING

Mr. Bartosh stated he had earlier promised to bring this matter before the Council for further discussion. Money had been budgeted for a new city hall. The discussion would address location and some of the services the Council would like to see at city hall. Several areas the Council was interested in were back behind the current city hall, the Nackard property, which the city would have to buy, and Sixth Street and 89A where the city had property.

The thought behind putting city hall here in Old Town was to draw people into Old Town. It would be put at the back of the property and some of the buildings out in front taken out to create a town hall, a recognized meeting place, where the city could do farmers markets, Halloween and Christmas celebrations, and other events like Walkin' On Main which now occurred behind those buildings but would then be out where they were visible on Main

Street, where people going by would see them, stop, and participate. Unlike Prescott, or to a certain extent, Clarkdale, Cottonwood was missing that kind of focal point. The thought was to create a focal point where people would come to meet. He displayed a proposal that had been prepared years ago for a civic center in this area.

Council Member Pratt stated people that had approached him had expressed concern about taking the play area away from the Boys and Girls Club and the fact the park location was not visible from Main Street. City hall should be here in Old Town because putting in on Sixth Street would take the focus away from Old Town.

Council Member Elinski stated he felt strongly it should be in Old Town and liked the location proposed. He liked the concept of getting rid of the current city hall, but felt strongly the other historic buildings should be kept, particularly the Civic Center and old church.

Council Member Kirby stated the property the city owned at Sixth and 89A was prime commercial property. It was worth a lot of money. All the rest of our facilities were located on Sixth Street. The city property could be traded for other property in that area if we wanted to build a new city hall there. It was not absolutely necessary to continue to be in Old Town.

Vice Mayor Joens stated she disagreed. She did not like the Sixth Street location. If it could be put in Old Town and made to be as an old fashioned looking city hall, it would blend with Old Town. It did not need to be beside police and fire departments, the recreation center, or courts.

Council Member Smith asked if the city had \$5 million allocated.

Mr. Bartosh stated yes, but it was intended for use as spending authority if Rough Cut became available. At this point it did not appear it would be available. The owner anticipated it would be built out as some type of spa.

Council Member Smith asked where the \$5 million came from.

Mr. Bartosh stated capital reserve.

Council Member Smith stated he was really concerned about the economy right now. He was concerned the city should hang on to any money it had. He did not believe now was the proper time to be spending \$5 million when everything he read stated we were in for more tough times.

Mr. Bartosh stated it was important to recognize this money could only be used for this purpose and could not be used for operations. If we had the money, now was the time to get it out there and get people in the community working because that was what was going to kick the local economy back into gear. The other benefit of doing it now was construction prices were down and we got a much better buy for our dollar. We could sit on the money

but that would not help the economy.

Council Member Smith asked what the timeline on this would be.

Mr. Bartosh stated unless we bought a building, we were talking just about was the design process costing \$500,000-\$750,000 over the next 12-18 months.

Mayor Joens asked who would be in this building.

Mr. Bartosh stated the folks in city hall now, finance, I.T., H.R., the City Clerk, and economic development. We may want to discuss moving the new business assistance center in. He asked if we wanted to put the front office function of Planning & Zoning and Utility bill payments there too. It would become more of a one-stop shop. It would open up space in some other areas we remodeled, but the city would experience growth in the next 20 years and the space would eventually get used. Staff had had some pretty terrible work spaces. While we could not get them up in salary it was nice to be able to put them in good work spaces. We had seen some vast improvements for Planning and Zoning, Utilities and the court. It was also important in terms of job satisfaction.

Council Member Smith asked if it was decided to go through with this whether the city could put a stipulation saying the architect had to be from someplace local.

Mr. Lueder stated the Supreme Court had rejected that argument several times that preference could be given to locals. One of the things that could be done was to educate locals about Title 34 and the statutes. It was not that they couldn't design a building, but that they were not used to going through the process.

Mr. Bartosh stated it was a process based on qualifications not price.

Mr. Lueder stated it would be by Statements of Qualification (SOQ) because of the dollar amount.

Mr. Bartosh stated then there were very set criteria that had to be used, people who had to be on the interview panel, and we had to be able to justify the decision of who was selected.

Council Member Elinski stated it was important to get the money out there and this was the only thing we could spend it on. City functions would be run much more efficiently if there was a central location. There was a lot of time wasted just going back and forth.

Mr. Bartosh stated now the city was throwing good money after bad with some of the current buildings. Maintenance did a lot of band-aiding and putting more money into buildings that were going to crumble. Many air conditioning systems were old and inefficient. A new facility would ensure for quite some time that operational costs, where we were really hurting, would drop significantly.

Mayor Joens asked if there were any comments from the public, and there were none.

Council Member Elinski stated there were so many buildings in disrepair and the reason why they would eventually crumble was we never kept up on the maintenance. It was something that really needed to be considered. We wanted to build a new city hall that looked historic yet we had all these historic building that we were letting fall apart. A better approach would be to maintain the buildings we did have so there would not be mold issues that came up.

Mr. Bartosh stated staff was taking those steps to budget money to redo the building next door and the Old Town Jail. The Historic Preservation Commission would play into this by identifying what really was historic and worth saving.

Council Member Norman wanted to see city hall behind where it was now. She asked if there could be a new Council Chamber as part of the new building.

Mr. Bartosh stated yes. It would fit more people and be more technologically sound and there would be work space for the Council. The current Chambers could be preserved and were worth restoring.

Council Member Kirby his concern of how we were going to design a new city hall if we had to pay large sums of money to fit those buildings into the design of the new one. That was sometimes very difficult to do. It required a lot more money than just designing a new building. He liked getting all the city's government center on Sixth Street because it centralized all the government services of the city and county in one area.

Vice Mayor Pfeifer stated if there were capital funds she would like to think about preservation of the Civic Center and the old church and bringing them up to snuff. Those were historic buildings.

Council Member Pratt stated just because a building was old did not mean it had historic value. There were buildings that were poorly built when they were built. The Civic Center certainly had value. The debate would be about where the center of Cottonwood was. While there were a lot of services on Sixth Street, he thought it important for the Council to designate Old Town as the center of Cottonwood, so there would be a sense of place. It was our historic district, our entertainment district, the art district, and the one that drew people.

Mayor Joens stated it was the one that gave the small town atmosphere.

Council Member Pratt stated it was the one people came to see. They would not come to walk around Sixth Street but they would come to walk around Old town. Putting city hall there would augment that and give a sense of focus which was really important.

Council Member Smith stated he agreed.

Council Member Elinski stated Planning & Zoning should be moved into the new city hall and

there should be some sort of office where all city bills could be paid, even parking tickets. The one-stop shop was crucial in getting people to come down here and utilize that space.

Mr. Lueder stated regarding the historic versus old argument, the building next door was a great example. The front was well built with blocks and a stamped tin roof. The back was held up by one 2x6. Parts are well built and parts were just kind of thrown together. The front portion, once restored, would be gorgeous. The back portion was a liability. If the front could be saved it would be.

Mayor Joens stated she heard direction to proceed with a design with education. It would be the citizens' building. She asked what kind of exciting things in the design would the citizens want for it.

Mr. Bartosh stated the process would be continually to bring the design back to the Council and do community presentations to get feedback. The main focus would be trying to get a lot of direction from the Council as it moved forward.

Council Member Kirby stated he had been through the new Prescott Valley city hall and he didn't want anything like that one. He wanted simplicity where people who came in the front door would know exactly where they had to go. One could not do that in Prescott Valley. Whatever was designed and wherever it was put, he wanted it to be simple.

Vice Mayor Pfeifer asked if it would be brought to the Council before it was final.

Mr. Bartosh stated absolutely. There would be a lot of dialogue, individually and collectively with the Council, staff, and citizens. We needed something unique befitting Old Town.

Mayor Joens stated the town square concept was a very good idea.

Vice Mayor Pfeifer stated if everyone worked together we would come up with a beautiful product.

Mayor Joens stated the majority felt the location should be right here (in Old Town) and to go ahead and start the procedure for the design.

Mr. Bartosh stated it would be brought back to the Council several times to make sure it fit.

Ms. Lisa Pender, President of the Old Town Association, stated she would love to keep the City Council in Old Town. It would be great to put city hall at the back of the property and move the park to the front. While people had feelings for some of the buildings, sometimes some things had to go. If they were plowed and a park put there, people would be encouraged to get involved, not only with the merchants, but with the park, and there would be a community center. If you went to any really great downtown it was in the middle of town such as Prescott or revitalized Phoenix. It would be a shame to move it away from this area because the Council, Old Town Association, and all the members of Cottonwood have

really worked so hard at bringing Old Town up, slowly but surely, so that it would maintain rather than do the roller coaster ride. As a merchant and Old Town Association member she would love to see city hall kept in Old Town.

ADJOURNMENT

Council Member Kirby moved to adjourn. The motion was seconded by Council Member Smith and carried unanimously. The work session adjourned at 7:28 p.m.

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Diane Joens, Mayor

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Richard Smith, Deputy City Clerk