



Section 1

Project Summary and Participants



1.0 Project Summary and Participants

1.1 Project Summary

This report summarizes results and recommendations of a Needs Assessments, Feasibility, Development/Operational Plan and Concept Design for a new Community Center in Cottonwood, Arizona. The study was conducted during the fall of 2004 with revisions throughout 2005, and sought to accomplish the following tasks:

- Determine the need for an indoor recreation facility with both community and user group input
- Develop recommendations with staff and the Park and Recreation Board for a facility program including type and capacity of spaces
- Prepare a site selection study and provide concept design studies for a recommended site
- Prepare a conceptual site plan illustrating outdoor uses such as entry plazas, patios, play areas, vehicular flow, parking layout, landscaping and over-all acreage required, including potential for phasing (if applicable)
- Prepare a concept layout and building design including graphic representations of floor plans and exterior building elevations
- Develop construction cost budgets for all components of project development
- Develop a budget to project operation and maintenance costs for the proposed facility
- Propose an operational structure for the facility including facility management options, staffing models, maintenance standards and mission statement of the proposed facility

1.2 Project Participants

Many persons were involved in this study in one or more of the workshop activities. A partial list of participants follows:

- Verde Valley Medical Center
- Yavapai College
- Mingus School District
- Home Educators
- County Community Health Programs
- Verde Santa Fe Community Committee
- Verde Village Property Owners Association
- Happy Hooper Dance Group
- Cottonwood Square Dance Group
- Youth and Adult Sports Groups
- Old Town Weight Room
- Adult Volleyball
- Mingus Mountain Cloggers
- American Youth Soccer
- Lap Swimmers
- Mingus High School Swim & Dive Team
- Cottonwood Clippers
- Cottonwood Pool Divers
- Adult Men's Basketball
- Kiwanis
- Sedona Parks and Recreation Commission
- Camp Verde Park & Recreation
- Clarksdale Park & Recreation
- Verde County



- Catholic Social Services
- Boys and Girls Club
- Cement Group
- Chamber of Commerce
- Cottonwood Police Department
- Cottonwood Fire Department
- Cottonwood Parks and Recreation Department
- Cottonwood Parks and Recreation Commission
- Cottonwood Public Works
- Cottonwood City Manager
- Cottonwood City Accountant
- Cottonwood Community Development
- Cottonwood Transportation Department
- Cottonwood City Clerk

Design Consulting Team

Chuck Musgrave, Barker Rinker Seacat Architecture
Craig Bouck, Barker Rinker Seacat Architecture
Ken Ballard, Ballard*King & Associates

1.3 Project Process

The Needs Assessment included 18 tasks sequentially planned and executed in workshops. The assumptions, choices, and decisions of the Steering Committee, regarding each and every aspect of the Needs Assessment were guided by citizen input. Cottonwood Citizens attended public workshops to learn about, and participate in the planning process. Multiple focus groups—see previous section for participants—were conducted to better understand issues of particular interest to those populations. A summary of the process is included in the Appendix

1.4 Mission Statement

The Cottonwood Recreation Center seeks to reach out to City and County citizens of all ages and abilities and sustainably fulfill the need for indoor recreation activities demonstrating Cottonwood's commitment to continually improve the quality of life in the Verde Valley.