

**SUMMARY OF THE MINUTES OF THE COTTONWOOD
PARKS AND RECREATION COMMISSION
March 23, 2021**

Present:

Ann Shaw, Chair
Doug Hulse
Kimberly Bird
Edna Ahrens, Vice-Chair

Absent:

Christopher Young
Donna Fulton
Paul Anderson

Also Present:

Jak Teel, Parks and Recreation Manager
Rudy Rodriguez, Deputy City Manager
Julia Root, Administrative Services and Senior Programming

CALL TO ORDER

Chairmen Shaw called the meeting to order at 5:00 pm in the Cottonwood Recreation Center Cottonwood Room.

MINUTES – October 27, 2020 REGULAR MEETING

Chairmen Shaw asked for consideration of the minutes of the August 25, 2020 meeting. Commissioner Hulse motioned to approve the minutes as written. Commissioner Kelly seconded the motion. Motion carried unanimously.

CALL TO THE PUBLIC

(This portion of the agenda is set aside for the public to address the Commission regarding an item that is not listed on the agenda for discussion. However, the Commission cannot engage in discussion regarding any item that is not officially listed on the agenda for discussion and/or action (A.R.S. 38-431.02(H).) Comments are limited to a 5-minute time period.)

None.

OLD BUSINESS

A. MONTHLY REPORT INFORMATION FOR FEBRUARY 2021

Jak Teel, Parks and Recreation Manager, discussed the February 2021 Monthly report and stated that it was a good month in cost recovery efforts at 48%. Especially compared to February 2020, which was pre-pandemic, and although utilities have yet to be included this month it is still comparable to last year. Memberships are also back on the rise at 374 in memberships with 85 being renewals with the remaining being new memberships. Gas and electric finally leveling out due to upgrades with HVAC and creating operational

hours for cooling and heating. However, the cooling system will be used a lot more as the summer approaches. Commissioner Ahrens inquired about previous operation standards for the heating and cooling of the building. Mr. Teel described that they were none. However, with the updates, they have been able to create zones within the building with occupied and unoccupied times. It is an ongoing project to zone out the remainder of the facility which will help create cost-effective savings in specific areas. In the past, the City used specific software to control room temps that were going unutilized. With Went live in the middle of February 2021 hoping it will reduce costs. Commissioner Shaw stated that we'll keep an eye to make sure that costs are being saved.

NEW BUSINESS

A. RECENT AND UPCOMING PARKS & REC. PROGRAMS / SPECIAL EVENTS

Youth Sports

Mr. Teel gave updates about Youth Sports and stated that the City of Cottonwood was unable to run a youth sports program at this time. However, the Parks and Recreation Department has partnered with local who runs Showtime Sports, a basketball program, to utilize outdoor courts from now until the end of April and this has so far been a success. Little league is scheduled to start up soon. Tournaments starting this weekend. Sold out and rain might deter the game. Volleyball tournament, not league, in the works, to start soon.

Commissioner Kelley inquired how this affects public gatherings in public spaces. Mr. Teel explained that individuals or groups with more than 50 people who request to use public spaces have to submit a mitigation plan that meets the minimum safety requirements that the State has in place. If it meets those requirements it has to meet the City of Cottonwood requirements then it goes posted to the State of Arizona Human and Health Services website. Once approved and posted City staff will check in on the day of events to make sure they are following protocols and meeting specific requirements during the event.

Commissioner Kelley inquired what is the requirements were for before 50 persons for events. Mr. Teel clarified the City of Cottonwood can approve internally does not have to go to the state for approval.

Outdoor Pool

To open fully for the summer – plan being put in place for approval. Swim lessons will be available. Swim hours will be expanding and will be more kid-friendly but also being friendly for everyone else. No shared time and space between lap swim members and water aerobics members.

Commissioner Shaw expressed her like of the proposed schedule from last year.

Underwater Easter Egg Hunt

April 3 – 12:00 pm – 6:00 pm ages 0-10. Participants will enter through the gymnasium and play carnival-style games. Rotate to the pool to collect eggs in the water. Each egg will have a laminated prize inside. Will then exit to the party room to trade in prizes and exit through the side door. Not separated by age group. Kept at a 25 limit so does not have to be approved by the county or state. Just must follow internal rules by wearing masks and sanitizing shared equipment. Doing this to spacing people out better to meet Covid requirements for social distancing. Received a donation of \$400.00 to get a bounce house.

B. DISCUSSION ON POSSIBLE RECOMMENDATION ON CHANGES TO THE NEW MONTHLY REPORT

Already received some feedback to the monthly report but here in an official capacity – will remove off of future agendas – included to have a formal discussion. Commissioner Shaw asked for clarification if anyone wanted any changes. All is good.

C. UPDATE ON THE RIVERFRONT PARK MASTER PLAN.

Mr. Teel prepared a PowerPoint presentation to share with the commission. Discussed working with the Department of Housing to finalize the environmental review. Been approved through every other process just need a DOH stamp. Then can move on to the next step of the process. Have also been working with Excerptay to create the community engagement process. The public will be able to vote on a specific play structure between 4 different designs. The community will be involved 100 in the process end goal is a play area that the community picked and built together. Voting mechanisms will include going to various schools and doing a presentation and in-person vote will have public forums and an online form. Mr. Teel (has slide show going) references various viewpoints of the play structures. The equipment will be 'blocked off' and separated from the soccer fields. The tree lining is what is separating the play structure from the soccer field. Commissioner Ahrens inquired about what type of filling the structure would sit it. Mr. Teel explained that it will be filled with wood chips because it stays ADA compliant longer while being economically efficient. Blue rubber causes issues with mowing, solid rubber mats are not cost-effective, and sand does not stay ADA compliant by the end of the day which led to the decision in wood chips. The city will also create a flyer with a forced ranking system concept for the public to go through and vote on the most desired structure. Currently collaborating with flagstaff as they just went through a similar process and will mimic their online voting mechanism. Each decision concept has an additional 6000 charge making a "community park build 'will allow to cut costs down. Will reach out to Home Depot to help. If needs to be professionally done it will be. Like pouring concrete. Community build will happen within one weekend. Within a 1 ½, it should be completed. This location was chosen through the parks and recreation master plan. Plan to start by the end of April first week of May – Specifically completed by July 12. Was not high on the list but it will be interactive and taking equipment to a whole new level. More healthy and ideal for kids.

D. UPDATE ON THE RIVERFRONT TRAIL.

Mr. Teel gave updates to the Commission on Riverfront Trail. The April timeline is on track to completion even due to weather issues. The updated trail includes additional access points, boulders that have been placed for the intention of off-road vehicles, orange security tape blocks off the community rock garden. The goal is to create decorative careens if we get enough rocks in the community rock garden for the start of the trailhead. The community rock garden was started during spirit week during Valentine's. None of the rocks would be near the river. The overall project is going well, big and wide. It will eventually connect around riverfront park the where the play equipment is and be a 2-mile circle. It will not go under the bridge on 10th street but will connect to the jail trail.

E. BOARD AND COMMISSION CONSOLIDATION DISCUSSION.

Mr. Teel stated that there is no additional info but the goal is to decommission and recreate as a workgroup. The idea is to eliminate the open meeting so we could have more flexibility. Rudy Rodriguez, Deputy City Manager, described the benefits of decommissioning such as the group can decide what is needed and what is not such as an agenda and meeting minutes. Will be able to have open discussions without being confined to agendas, no quorums. Can make an additional decision such as post-meeting minutes online if wanted but not required. Commissioner Shaw inquired about the timeline – Mr. Rodriguez stated will we plan to take this proposal to the City council in May. Commissioner Kelley inquired if it was a City decision or a Parks and Recreation decision. Mr. Teel explained that the City decided to consolidate the number of commissions that we have which was a direction from the City Council.

F. FUTURE AGENDA ITEMS SUGGESTIONS

ADJOURNMENT

Commissioner Hulse motioned to adjourn the meeting. Chairmen Shaw seconded the motion. Meeting was adjourned at 5:42 pm.