DATE:	June 13, 2025
TO:	Mayor and City Council Members
FROM:	Tom Whitmer, Acting City Manager
SUBJECT:	Bi-Weekly Management Report



Police Department

Director Torrez Visits the Cottonwood Police Department

On Thursday, June 11, 2025, Director Torrez from the Arizona Department of Governors Highway Safety visited the Cottonwood Police Department. We had a productive conversation about traffic safety in Cottonwood, including ongoing challenges on highways 89A and 260. We also discussed future grant opportunities to help improve road safety. During the visit, Director Torrez was pleased to reconnect with our top volunteer, Darrell Sterrett, highlighting the strong community partnerships that support our efforts.



Welcome Officer Grace Sauer

We are proud to introduce the newest member of the Cottonwood Police Department, Officer Grace Sauer. She graduated from the Northern Arizona Regional Training Academy (NARTA) Class 58 on June 5, 2025. Grace has shown outstanding dedication, resilience, and professionalism throughout her academy training, and we're excited to welcome her to the CPD family officially. She begins the next phase of her journey, field training, where she'll continue developing her skills and serving the Cottonwood community. Please join us in congratulating Officer Sauer on this incredible milestone!



16th Annual Arizona Leadership, Education and Development Academy

Last week Commander Braxton, along with officers and agents from the Prescott, Maricopa, Apache Junction, Surprise, and Northern Arizona University Police Departments, and FBI participated in the 16th Annual Arizona Leadership, Education and Development Academy otherwise known as ALEAD for a weeklong instruction course for high school-aged children to learn more about leadership and civic engagement. This tuition-free, weeklong course, sponsored by graduates of the Arizona chapter of the FBINAA, features high school youth from around the state held on the campus of Northern Arizona University. During the week, they engage in team building, leadership exercises, activities, and a trip to the Grand Canyon in Flagstaff Extreme culminating in a commencement ceremony. The next session will be in June 2026.



Fire Department

Extreme Heat Warning & Near-Critical Fire Weather Conditions

The Cottonwood Fire Department warns of extreme heat and critical fire conditions for the next few days. Please take precautions when outside.

	National National Oc		dministration	Weather Forecast Office Flagstaff, AZ Thursday, Jun 12, 2025		
Extreme Heat	Warning &	Near-Cr	itical Fire Update	Weather Cond	ditions - Thu	irsday PM
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nws.flagstaff@noaa.gov or call (928) 774-4414.

GRAPHICS

City Council

Coffee with Council

The City of Cottonwood held its second "Coffee with Council" event on Thursday, June 12, 2025, at Queen B Vinyl Cafe. The event was well-attended by the public, who enjoyed coffee and pastries while participating in meaningful discussions. The featured topic was the Arizona Department of Transportation (ADOT) Airport Pavement Management System (APMS) for the Cottonwood Municipal Airport. This event provided an

opportunity for the public to meet Airport Manager Rod Propst and ask community questions. The Mayor, Vice Mayor, Councilmembers, Airport Commission members, Acting City Manager, and City staff also engaged in the conversation.











Public Works

Phase 1 of the Main Street Improvements Project - Portion of Main Street to be closed

On Monday, June 9, 2025, crews began constructing Phase 1 of the Main Street Improvements Project. Phase 1 will commence with storm drain improvements along Main Street (between Cactus Street and Yavapai Street) and concrete improvements as needed throughout all stages. This work will require a full road closure of Main Street to pedestrians and vehicles (as shown on the map), which will be in effect 24 hours a day until Phase 1 is complete in mid-July. Please follow the marked signage to get to your destination.

Work will occur Monday through Friday, from 5:00 a.m. to 5:00 p.m. Public parking lots and businesses will remain open and accessible throughout the construction. Various transit stops will be closed within Old Town during construction. Passengers are advised to use the open transit stop at Cactus Street and Main Street.

For more information about this project, visit www.cottonwoodroadconstruction.com or call the project hotline at (928) 405-0111. To stay informed with weekly construction updates, subscribe to the eNewsletter by emailing info@cottonwoodroadconstruction.com.



Community Development

Community Development Outreach

The Building Department will hold its 2024 Code Update Outreach on Tuesday, June 17, 2025, from 3:00 p.m.

to 5:00 p.m., at the City of Cottonwood Recreation Center, Cottonwood Room, 150 S 6th Street, Cottonwood, AZ 86326. Effective July 1, 2025, the Community Development and Fire Department will adopt and begin enforcing the 2024 International Codes and the 2025 Fee Schedule. This training session is for anyone in the building community as it is designed to provide an overview of the key updates to the 2024 International Residential Code, revisions to the International Fire Code as they pertain to one- and two-family dwellings, and a review of the new fee schedules and local Code amendments.



Planning & Zoning Commission Meeting

The Cottonwood Planning and Zoning Commission will meet on Monday, June 16, 2025, at 6:00 p.m. The meeting will take place at the City Council Chambers—Riverfront, 1083 E. Riverfront Road, Cottonwood, AZ.

The following items are scheduled for Old Business:

• DR-25-003 – Circle K at 89A and 12th Street – Revised Screening Wall

The following items are scheduled for New Business:

- CUP-25-001 A request for a Conditional Use Permit to exceed allowed maximum number, area, and height of signs
- DR-25-005 R Squared Powersports
- CUP-25-002 Conditional Use Permit to allow side-by-side vehicle rentals
- DR-25-006 CTW Helicopter Hangars
- ZO-25-001 Section 310: Historic Preservation Ordinance text amendment

Historic Preservation Commission Meeting

The Cottonwood Historic Preservation Commission will meet on Wednesday, June 25, 2025, at 6:00 p.m. The meeting will take place at the City Council Chambers—Riverfront, 1083 E. Riverfront Road, Cottonwood, AZ.

Parks, Recreation, Library

Growing Community Through School Partnerships and Literacy

In May, the Cottonwood Public Library's Youth Services team proudly expanded its partnerships with local schools, reaching hundreds of students with a shared goal: to keep kids reading, learning, and connected all summer. By visiting classrooms and speaking directly with students at Cottonwood Community School, Mountain View Preparatory, and American Heritage Academy, staff reached 876 children with a warm, enthusiastic invitation to join the Summer Reading Challenge. These visits sparked curiosity, encouraged participation, and built stronger relationships with educators across Cottonwood.

Youth Services also participated in the Imagination Library's kindergartenreadiness event, connecting with 125 families and helping many children receive their first library cards. These moments plant the seeds of lifelong learning and show families that the library is here to grow with them. We're proud to serve as a trusted partner to our local schools and families, and we're committed to making the library a joyful, accessible hub for youth literacy and community connection. For more information about the Summer Reading Challenge or Youth Services programs, please contact Danielle at (928)340-2791 or <u>dave@cottonwoodaz.gov</u>





Summer Reading Challenge is HERE at the Cottonwood Public Library

Kids, get ready to read your way to some seriously awesome prizes. Just 30 minutes a day is all it takes to unlock tickets, treats, cool experiences, and tons of surprises. The fun runs through July 14th, and you won't want to miss out. Huge thanks to our incredible sponsors who are powering up the prize fun: Cottonwood Bookmarks-Friends of the Cottonwood Public Library, The Rec, The Pop Up Market, Game On, Out of Africa, Blazin' M, The Verde Canyon Railroad, Annie's, Old Town Rock Shop, The Hive, The Neighborhood Coffee Shop, Gayle's Chocolates, Wholesome Cafe, Bing's Burger Station, R&R Pizza, The Krow, The Human Bean, Calavera, Black Bear Diner, Dairy Queen, Sonic, Scottsdale Public Library with First Books, Arizona State Parks, and Arizona State Library.

Ready to join the fun? Visit <u>cottonwoodaz.gov/library</u> and click the Reading Challenge Sign-Up tab Stop by the library at 100 South 6th Street Or call us at (928) 340-2788 for more info

Let's Color Our World with stories, adventures, and EPIC prizes!

Summer Reading Challenge Makes the Cottonwood Journal Newspaper

The Cottonwood Journal newspaper featured the Cottonwood Public Library's Summer Reading Program. In the article, a local mother who moved from Flagstaff five years ago praises the library staff for offering such a valuable program for our youth. You can view the article here: <u>Cottonwood Public Library's Summer Reading Program Starts</u>.

Riverfront Gets Its New Playground - Partial Park Closure

The City of Cottonwood Parks & Recreation Department is excited to announce that construction will begin on the new community-selected playground at Riverfront Park. As part of this long-awaited upgrade, the playground and a small section of the open field area will be closed to the public beginning Monday, June 16, 2025, to allow for the safe installation of the new structure. This project is the result of your input through our Pick Your Playground campaign, and now it's time to bring your choice to life.

Weather permitting, the new playground will be installed according to the following schedule:

- Playground installation: June 16 June 25
- PIP Installation: June 26 June 28
- EWF Installation: July 1 July 2
- Playground open for use: July 3

We appreciate your patience during this brief closure and look forward to welcoming you back soon to enjoy the

exciting new play space you helped choose. For updates, please follow us on Facebook at facebook.com/CWPARD. If you have questions or concerns, please get in touch with Jak Teel at <u>jteel@cottonwoodaz.gov</u> or call 928-639-3200.





Daddy Daughter Date Night

Daddy Daughter Date Night tickets are on sale until June 18, 2025. The event will occur on June 20, 2025, at the Cottonwood Community Clubhouse. Visit <u>Catalog - Cottonwood, AZ</u> to buy your tickets today.

Youth Volleyball Camp

Our 2025 Youth Volleyball Camp was a big success. A total of 54 kids attended the camp: 19 were 1st—4th graders, and 35 were 5th—8th graders. They spent five days learning about volleyball. The group worked on hand placement, how to move, hitting the ball, setting, spiking, and working as a team. On the last day of the camp, they each received a volleyball and a t-shirt. Chelsey Booth ran the camp with the help of some Mingus volleyball players.

Summer Cinema Series

Our 2025 Summer Cinema Series started off strong. Our first showing on June 7, 2025, welcomed over 150 attendees who enjoyed watching Moana 2. It was a great evening at the outdoor pool, and we look forward to our next event in July. Follow facebook.com/CWPARD for more information coming soon.









Missoula Children's Theatre

Parks & Rec is hosting the Missoula Children's Theatre program this week. Local youth will perform a musical

production of The Snow Queen featuring a cast of 45 local youth. Tickets for their 3:00 p.m. & 5:30 p.m. shows on Saturday, June 14, 2025, are on sale now at <u>Catalog -</u> <u>Cottonwood, AZ</u>, or you can buy tickets at the door.

Fantastic Family 4th of July

The 26th Annual Fantastic Family 4th of July event will be returning to the Cottonwood Kids Park on Thursday,

July 4, 2025, from 4:00 p.m. to 9:30 p.m. Join us for a fun-filled evening that will include food, games, a VFW patriotic salute, and our fireworks show, which will start at about 9:00 p.m. Be sure to follow facebook.com/CWPARD for any updates.



Youth Summer Camp Goes to Out of Africa

The Youth Center Summer Camp went on a field trip to Out of Africa, where the kids saw many animals and had the opportunity to feed the giraffes during the safari tour.





MUHS Basketball Team & Rec Center Partner for Summer Youth Camp Article

Mingus Union High School's basketball team will collaborate with the Cottonwood Recreation Center to offer a youth basketball camp from June 23 to June 27, 2025. You can view the article here: <u>MUHS Basketball Team & Rec Center Partner for Summer Youth Camp</u>

Vandalism Awareness and Outreach Initiative

In response to a recent increase in vandalism, particularly graffiti in and around public restrooms, Parks and Recreation staff created an educational pamphlet to raise awareness and encourage community involvement in protecting our public spaces. As part of this outreach, staff visited local parks to engage directly with park users, offering water and snacks while promoting shared responsibility and pride in these community assets. The goal is to foster stronger relationships, reduce vandalism, and encourage reporting of inappropriate behavior. Please find the English and Spanish pamphlets attached.

Tourism & Economic Development

SHOP Cottonwood Newsletter

The latest issue of the SHOP Cottonwood Newsletter 2025 was distributed on June 11, 2025, by the Tourism & Economic Development Department. We look forward to continuing to provide informative material for our local businesses and the community. To read this week's issue or to subscribe to receive future issues, please visit the <u>SHOP Cottonwood Newsletter</u>.

Administration

Office Closures and Department Updates for Juneteenth

The City of Cottonwood administrative offices will be closed on Thursday, June 19, 2025, in observance of Juneteenth.

The Cottonwood Public Library will be closed on June 19, 2025, and reopen on June 20, 2025, at 9:00 a.m.

The Cottonwood Municipal Court will be closed on June 19, 2025, and reopen on June 20, 2025, at 8:00 a.m.

The Cottonwood Recreation Center will remain open on Juneteenth and operate during regular business hours. The outdoor pool will also operate during regular hours: lap swim from 10:00 a.m. to 12:00 p.m., recreation swim from 12:00 to 4:00 p.m., and evening lap swim from 4:00 to 6:00 p.m. Group exercise classes (indoors and outdoors) will be canceled on June 19, 2025, in observance of the holiday.

Cottonwood Area Transit (CAT) will not offer regular bus service on June 19, 2025. The Verde Shuttle will operate regular bus service on all routes on that day. The CAT administrative offices will be closed on June 19, 2025, and reopen on Friday, June 20, 2025, at 8:00 a.m.

Public Safety will be working regular hours, and emergency utility personnel will be on call and available. Call (928) 634-0186 to contact emergency utility personnel after business hours, on weekends, and holidays.

Juneteenth, also commonly known as Freedom Day, is celebrated on June 19 and marks the date the last enslaved African Americans were freed in Texas. This day, the oldest known celebration commemorating the end of slavery in the United States, has become a day for African Americans to celebrate their freedom, history, culture, and achievements. The City of Cottonwood wishes everyone a safe holiday weekend.



If you have any questions, please don't hesitate to reach out.

Thank you.

Tom Whitmer Acting City Manager

Attachments: Brochures - Protecting Our Parks A Community Call To Action

WE ALL DESERVE BETTER

OUR PARKS BELONG TO EVERYONE. WHEN ONE PERSON VANDALIZES PUBLIC SPACES, IT AFFECTS ALL OF US, ESPECIALLY FAMILIES AND YOUNG CHILDREN.

VANDALISM IS ILLEGAL

IT'S ALSO UNNECESSARY, AVOIDABLE, AND A VIOLATION OF COMMUNITY TRUST. JOIN US IN MAKING OUR PARKS SAFE AND RESPECTFUL FOR ALL. TOGETHER, WE CAN PRESERVE THE BEAUTY AND INTEGRITY OF OUR PUBLIC SPACES.

Help protect our public spaces!



"Inspiring a Vibrant Community"

PROTECTING OUR PARKS A COMMUNITY CALL TO ACTION





HELP US KEEP OUR PARKS SAFE, CLEAN AND FAMILY FRIENDLY

- REPORT VANDALISM
- RAISE AWARENESS
- BE THE DIFFERENCE

WHAT'S HAPPENING?

OUR PARKS HAVE BEEN THE REPEATED TARGET OF VANDALISM AND GRAFFITI, INCLUDING OFFENSIVE LANGUAGE, IMAGES, AND INTENTIONAL DAMAGE.

THESE ACTS:

- DEFACE PUBLIC PROPERTY
- EXPOSE YOUNG CHILDREN TO INAPPROPRIATE CONTENT
- COST YOUR PARKS AND MAINTENANCE DEPARTMENTS VALUABLE TIME AND TAXPAYER MONEY
- DISRUPT THE SAFE AND WELCOMING ENVIRONMENT WE WORK HARD TO CREATE



HOW CAN YOU HELP?

Be Observant USE OUR PARKS REGULARLY? BE A SET OF EYES AND EARS FOR OUR TEAM

Report It

SEE SOMETHING SUSPICIOUS OR NOTICE NEW DAMAGE? Call 928-639-3200 OR REPORT ANONYMOUSLY 1-800-932-3232 Call 911 to Report Activity in Progress



Share the Message

SPREAD AWARENESS. TALK TO YOUR NEIGHBORS. HELP US GROW A NETWORK OF PARK ADVOCATES

Scan to file a report



THE TRUE COST

Every incident of vandalism means:

- \$100 \$500 PER CLEANUP
- STAFF DIVERTED FROM OTHER
 COMMUNITY SERVICES
- DELAYS IN RESTROOM ACCESS OR Temporary closures
- A SENSE OF DISRESPECT FOR SHARED
 PUBLIC SPACES

These costs add up financially, emotionally, and socially.

- FIXING DISPENSERS
- REPAINTING WALLS AND STALLS
- REPLACING BROKEN FIXTURES
- COVERING OR REMOVING VULGAR CONTENT

Let's stop this cycle together!

TODOS MERECEMOS ALGO MEJOR

NUESTROS PARQUES PERTENECEN A TODOS. CUANDO UNA PERSONA DAÑA LOS ESPACIOS PÚBLICOS, NOS AFECTA A TODOS, ESPECIALMENTE A LAS FAMILIAS Y A LOS NIÑOS PEQUEÑOS.



"Inspiring a Vibrant Community"

PROTEGIENDO NUESTROS PARQUES Un llamado a la acción comunitaria

EL VANDALISMO ES ILEGAL.

TAMBIÉN ES INNECESARIO, EVITABLE Y UNA VIOLACIÓN DE LA CONFIANZA DE LA COMUNIDAD. ACOMPÁÑANOS A CREAR PARQUES SEGUROS Y RESPETUOSOS PARA TODOS. JUNTOS, PODEMOS PRESERVAR LA BELLEZA Y LA INTEGRIDAD DE NUESTROS ESPACIOS PÚBLICOS.

Ayuda a proteger nuestros espacios públicos. Î



AYÚDANOS A MANTENER NUESTROS Parques seguros y limpios

- REPORTA EL VANDALISMO
- CREA CONCIENCIA
- SÉ LA DIFERENCIA

¿QUÉ ESTÁ PASANDO?

NUESTROS PARQUES HAN SIDO REPETIDAMENTE OBJETO DE VANDALISMO Y GRAFITI, INCLUYENDO LENGUAJE OFENSIVO, IMÁGENES Y DANOS INTENCIONALES.

ESTAS ACCIONES:

- DAÑAN LA PROPIEDAD PUBLICA
- EXPONEN A LOS NIÑOS PEQUEÑOS A contenido inapropiado.
- CUESTA A NUESTROS
 DEPARTAMENTOS DE PARQUES Y
 MANTENIMIENTO TIEMPO VALIOSO
 Y DINERO DE LOS
 CONTRIBUYENTES.
- INTERRUMPEN EL AMBIENTE SEGURO Y ACOGEDOR QUE TRABAJAMOS ARDUAMENTE PARA CREAR.

¿COMO PUEDES AYUDAR?



Sé Observante

¿USA NUESTROS PARQUES CON REGULARIDAD? Sé un par de ojos y oídos para nuestro equipo.

Repórtalo

¿VES ALGO SOSPECHOSO O Notas daños nuevos? Llama 928-639-3200 O Reporta de Forma Anónima 1-800-932-3232 Llama al 911 para Reportar una actividad en curso.



Comparte el mensaje.

SDIFUNDE LA INFORMACIÓN. Hablen con sus vecinos. Ayúdanos a crear una red de defensores de los parques.

Escanea para reportar un reporte



EL VERDADERO COSTO

Cada incidente de vandalismo significa:

- \$100 \$500 POR LIMPIEZA
- PERSONAL DESVIADO DE OTROS SERVICIOS
 COMUNITARIOS
- RETRASOS EN EL ACCESO A LOS BAÑOS O Cierres temporales
- UNA SENSACIÓN DE FALTA DE RESPETO POR Los espacios públicos compartidos

Estos costos se acumulan: financiera, emocional y socialmente.

- REPARACIÓN DE DISPENSADORES
- REPINTAR DE NUEVAMENTE PAREDES Y BAÑOS
- REEMPLAZAR INSTALACIONES DAÑADAS
- CUBRIR O ELIMINAR CONTENIDO VULGAR

¡Pongamos fin a este ciclo todos!