MINUTES OF A REGULAR MEETING
OF THE PARKS AND RECREATION COMMISSION
OF THE TOWN OF CLARKDALE

A Regular Meeting of the Parks and Recreation Commission of the Town of Clarkdale was held on Wednesday, September 14, 2011, at 5:30 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

Chairperson:	Lynda Zanolli
Commissioners:	Barbara Van Wye
	Debbie Pickard (Absent)
	Shannon Westcott
	Vacant

Town Staff:
Community Services Supervisor: Dawn Norman

Others in Attendance: None

AGENDA ITEM: CALL TO ORDER – Chairperson Zanolli called the meeting to order at 5:31 p.m. It was noted that a quorum was present.

AGENDA ITEM: PUBLIC COMMENT - There was no public comment.

AGENDA ITEM: MINUTES - Discussion and consideration of minutes of the Regular Meeting held on August 10, 2011.

Commissioner Westcott motioned to approve the Regular Meeting minutes for August 10, 2011 as written. Commissioner Van Wye seconded the motion. The motion passed unanimously.

AGENDA ITEM: INFORMATIONAL REPORTS

CHAIRPERSON'S REPORT - A report from the Chairperson on current events.
Chairperson Lynda Zanolli had no items to report.

STAFF REPORT – A report from the Community Services Supervisor on current events.
Community Services Supervisor Norman reported on the following:

- Art in Public Places - The new exhibit features the Mingus Union High School Fine Art Students. The exhibit will continue through October 31st.
- Zumba continues on Tuesday and Thursday mornings at 9 a.m. and Wednesdays at 5:30 p.m.
- This year's concerts in the park brought in high numbers, both in attendance and in the 50/50 raffles. The 50/50 for the Burnett Family Bluegrass concert was $404 and the last concert of the season featuring Cadillac Angels brought in over $450. The Commission was thanked and commended for doing a remarkable job this season.
- Congratulated Lynda Zanolli and Barbara Van Wye on their re-appointment to the Parks and Recreation Commission. Peter Cure was also appointed to fill the vacant seat. He has an extensive background in serving for his community. He holds and architectural degree and has served on the City Council, Planning and Zoning

Commission and Parks and Recreation Commission for the City of Cave Creek. In addition he has served on the Clarkdale Board of Adjustment.

NEW BUSINESS:

AGENDA ITEM: CLARKDALE'S OLD FASHIONED 4TH OF JULY – A discussion on the 2011 Old Fashioned 4th of July event and activities.

Community Services Supervisor Dawn Norman stated that the 2011 event was a success thanks to all of the hard work provided by the volunteers and individuals involved.

She informed that the storm that blew in that afternoon damaged some of the canopies and caused the loss of one large canopy owned by the Town, one large canopy owned by and borrowed from Salt River Materials and both of the Library canopies. Filing an insurance claim was explored but considering the amount of required deductible it did not seem plausible to file a claim to recoup the loss. Salt River Materials was gracious about the incident and loss and did not require the Town to replace the canopy nor pay for the loss of the item. Prior to the 2012 event, staff will look into the cost of replacing one of the large canopies.

Community Services Supervisor Norman reviewed a list of items that will be considered for next year's event:

1. Volunteer start time at 5:30 a.m. vs. 5:00 a.m.
2. Fire engine rides - 7:30-8:45 a.m. and 9:30-10:45 a.m.
3. Relocate pancake breakfast drink station to be near the grill set-up which will then initiate the relocation of the first aid station.
4. Tickets/coupons for volunteers for free pancake breakfast in order to ensure that they receive their complimentary breakfast provided by the Fire District and Police Department.
5. Include the parade participant certificates in the town hall water station bin.

There was open discussion on the Kids' Parade. Community Services Supervisor Norman stated that there were a couple of issues that arose with the parade entries, one of which was the allowance of the entry of a goat. During the clean-up and break down of the event, it was expressed by two of the parade volunteers that they disagreed with the adopted parade rules therefore they did not enforce the rules at the registration table. Community Services Supervisor Norman expressed that this poses a challenge with volunteers but when selecting the appointment of volunteers in the future it will be important to ensure that they are in support of the Commission's decisions and comply with the rules set. A copy of the parade rules and the minutes from June 10, 2009, establishing and adopting the parade rules was distributed to the Commission. There was open discussion on the rules and how they were developed.

Commissioner Westcott expressed that as the Parade Coordinator she experienced a challenge with the volunteers at the registration table as she had to remind the volunteers of the rules throughout registration yet they continually chose to disregard them. She stated that there were entries allowed that did not fall under the guidelines of the parade rules, one entry had a mule

and another had 2 miniature horses. This put her in an awkward situation when having to explain to the parade entrants that they were not able to participate. She continued that she was not able to oversee all of the registrants which ended up allowing for a goat to be in the parade.

There was open discussion on the importance of the parade rules being enforced and followed.

Commissioner Westcott stated that the Kids' Parade was important, not only because it is loved by so many but because of the history of how it came to be. She suggested that next year the mothers who held the first parade should be asked to judge since it will be the Centennial Celebration. The Commission was in agreement.

Chairperson Zanolli noted to include that a review of the condition of the games be done early in order to allow for any needed repairs. She suggested that the school be responsible for maintaining and repairing the games if they are benefitting from them. She inquired on behalf of a Vineyard member if the Vineyard would be able to have the same opportunity as the school in operating the games. Community Services Supervisor Norman stated that she would need to look into it but believed that if allowed it would open up the opportunity for any other church or outside organization to want to do the same. She continued that the school was gracious enough to step in years ago and take the responsibility on, alleviating the Town from the cost of the prizes in addition to the organization of the activity.

There was open discussion on the games. Commissioner Westcott suggested adding old-fashioned games from early times such as sack races, pie/watermelon eating contests, 3 legged races, etc. for the Centennial Celebration. The consensus of the Commission was to ask the Centennial Committee to undertake this activity for the 4th of July/Centennial Celebration.

AGENDA ITEM: HALLOWEEN - A discussion on the 2011 Halloween event.

Community Services Supervisor Dawn Norman informed the Commission that planning is underway. Over 70 solicitation letters for donations were mailed out. Volunteer recruitment has begun and a list of volunteer opportunities will be emailed to the Commissioners. There was open discussion on the volunteer tasks, dates, and times. An article on the event and the need for volunteers is included in the September Small Talk.

Community Services Supervisor Norman stated that staff discussed the suggestion of scheduling the costume contest in the middle of the event, 7 p.m. After discussing and considering the logistics, it would be very difficult to implement the change. With only one staff member on duty it would not be attainable to carry out all of the needed tasks in the timeline. It would require the one staff member to be in 2 places at times. For example, at 7:45 pm the staff member needs to pick up the town truck to have ready at 8pm the pick-up of the cones and road blocks. If the contest was still taking place this would be difficult to do. The current timeline allows for the staff member to carry out the necessary tasks within the event's timeline. The costume contest will begin at 6 p.m. This will allow for children with working parents to participate.

AGENDA ITEM: CLARKDALE POOL - A discussion on the Clarkdale Pool.
Community Services Supervisor Norman reviewed the end of season report with the Commission. A comparison of attendance records including 2011 was distributed to the Commission. There was open discussion on attendance. Community Services Supervisor Norman noted that the pool was only operating 3 days per week verses 6 days as in previous years and both the Discovery and Yavapai-Apache programs were no longer operating in Clarkdale. Taking this into consideration attendance was in line with the last two seasons the pool was open. In addition, there were 53 swim lesson and 8 Jr/Sr Lifeguard participants this season compared to 54 and 3, respectively, in 2008. That was impressive considering the pool was closed for two seasons.

Community Services Supervisor Norman commended Pool Manager Erin Estes and the pool staff in accomplishing what they did. She explained that this staff was compiled of all first year guards and that they were trained in half the time as previous staff due to a 3 day work week verses 6 days. In addition, they all obtained Water Safety Instructor certifications allowing for them to teach swim lessons.

The fundraising/donation account for the pool has approximately $30,000 still remaining. There are still ongoing expenses which will be paid from the account such as water, electricity and chemicals. In addition, there are some repairs that need to be considered prior to opening next season. The kiddie pool pump needs to be replaced due to a crack in the casing and re-plastering of the lap pool is long overdue. There was open discussion on the condition of the pool and the water usage.

Community Services Supervisor Norman informed that a meeting with Town Manager Gayle Mabery and Community Services Director Janet Perry is scheduled to review the season as well as discuss needed repairs, continuing fundraising efforts and the summer of 2012.

AGENDA ITEM: FUTURE AGENDA ITEMS – Listing of items to appear on future agendas.

Crossroads at Mingus
Halloween
Blue Trails/Verde River Update
Work Session with Clarkdale Centennial Committee

AGENDA ITEM: ADJOURNMENT-With no further business before the board and with no objection, the meeting adjourned at 6:32 p.m.

APPROVED:

Lynda D. Zanolli

Lynda Zanolli, Chairperson

SUBMITTED BY:

Dawn Norman, Community Services Supervisor