

**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, June 13, 2012, at 5:30 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

Chairperson: Lynda Zanolli (Attended via internet conferencing)  
Vice Chairperson: Barbara Van Wye  
Commissioners: Debbie Pickard  
Shannon Westcott  
Peter Cure

Town Staff:  
Community Services Supervisor: Dawn Norman  
Community/Economic Development Director: Jodie Filardo  
Senior Planner: Beth Escobar

Others in Attendance: Steve Biasini, Project Manager, Crossroads at Mingus

**AGENDA ITEM: CALL TO ORDER** – Vice Chairperson Barbara Van Wye called the meeting to order at 5:33 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 the minutes of the Regular Meeting held on May 9, 2012.

*Commissioner Westcott motioned to approve the Regular Meeting minutes for May 9, 2012 as written. Commissioner Cure seconded the motion. The motion passed unanimously.*

**AGENDA ITEM: INFORMATIONAL REPORTS**

**CHAIRPERSON'S REPORT** – A report from the Chairperson on current events.  
There was no report.

**STAFF REPORT** – A report from the Community Services Supervisor on current events.

Community Services Supervisor Norman reported on the following:

- The Centennial Plaza Dedication will take place on July 14<sup>th</sup> from 6pm-7pm in the front yard of the Clark Memorial Clubhouse.

**NEW BUSINESS:**

**AGENDA ITEM: Crossroads at Mingus Subdivision Park - Tract F - Discussion and consideration of amenities for the park to be developed on Tract F of the Crossroads at Mingus Subdivision.**

Senior Planner Beth Escobar presented the revised design plan/map produced by the developer along with a drawing and suggestions submitted by resident Karen Daniels.

Senior Planner Escobar explained that the developer took the Parks and Recreation Commission's comments/suggestions and revised the design plan/map which then went to Town Staff for review. The comments/suggestions received from Town Staff were then submitted to the designer for consideration and then implemented into the design plan/map presented to the Commission for review.

The Commission reviewed and had an open discussion on the drawing and suggestions received from resident Karen Daniels.

There was open discussion on access points to the Old Jerome Highway sidewalk and to the park.

The Commission reviewed the design plan/map. There was open discussion on the amenities and their respective locations and maintenance needs.

Senior Planner Escobar explained that the design plan/map presented to the Commission is a preliminary drawing. This preliminary drawing will then go to Design Review Board for review and approval. If approved, then a construction drawing is prepared. That construction plan will then be reviewed by Town Staff, including Public Works. The designer will retain as much natural vegetation as possible.

There was open discussion on the basketball court fencing. The commission expressed the need to extend the fence along with an increase in height in order to discourage kids from accessing Old Jerome Highway.

Senior Planner Escobar reviewed the design plan/map explaining the planned natural terrain, burms and large boulders will help with keeping balls in the park area as well as incorporate using rain water collection.

The Commission had an open discussion on rain water usage. Senior Planner Escobar informed that the designer is reviewing the hydrology report but unfortunately it is not accurate due to the scouring of the lot.

There was open discussion on incorporating a neighborhood watch or security cameras to look over the park facilities.

Commissioner Pickard inquired about the vegetation expressing child friendly plants should be incorporated. Senior Planner Escobar explained that the majority of the approved plants on the native plants list are not "child" friendly.

Project Manager Steve Biasini approached the Commission and requested to review and answer some of the questions and concerns expressed by the Commission:

- He explained that adding small plants to the plan would be easy. The plan was to stay away from the vegetation due to the maintenance needs.
- Granite would be used only in the areas disturbed.

- The developer would have no problem with extending the fence to the basketball court.
- With regards to utilizing rain water - the hydrology of the lot is difficult due to the drainage work on Mescal due to the requirements of the Army Corp of Engineers.

There was open discussion on the use of rain water and the diversion of water from the streets.

Project Manager Steve Biasini reviewed the trail design with Commission. He explained the trail to be constructed north of the project would be a “walk it and build it” approach based on the existing terrain, etc. allowing for minor pruning and as little of demo as possible, utilizing switchbacks.

Commissioner Cure requested that the developer assess another section of the lot that has not been touched or disturbed and try to recreate and match the natural look to the disturbed areas around the trail.

There was open discussion on plants and irrigation and maintenance needs.

Chairperson Zanolli commended Project Manager Biasini on the excellent trail design and stated that she had full confidence that it will be carried out in the final design stages of the park.

There was open discussion on the wash. Discussion included how it will tie in with the trail system, amount and control of run-off water, and Army Corp of Engineers requirements. Project Manager Biasini explained that the wash has to be left as is and will not be touched or disturbed. In construction of the trail they will locate the easiest way in and out of the wash and the pedestrian will manage crossing the wash with the natural channel.

There was open discussion on the slope grade percentage.

**Vice Chairperson Van Wye opened the item to public comment.**

Karen Daniels - Cholla Lane resident. She expressed that she would like the pavilions located by the homes on Cholla moved farther away. She would like for an 80’ buffer as discussed by the Parks and Recreation Commission in February. She reviewed the drawing she submitted with the Commission and stated that on behalf of a member of the Environmental Focus Group she was concerned about the impact of the native habitat of the wildlife. The switchbacks will cause more destruction which in turn will disrupt the rattlesnakes. She continued that if people walk through the area it will be endangering the species and that the trail should be kept closer to the road. She expressed that she was concerned that no one was addressing the wildlife that will be destructed in this project along with the pose of fire danger explaining if someone were smoking a cigarette on the trail they could toss it and start a fire putting all of the homes in danger.

Margarette Mathis - Silver Spur resident. She expressed that she would like a 4 way stop installed at the intersection of Mescal Spur and Old Jerome Highway. The new park will cause an increase in traffic.

**Vice Chairperson Van Wye closed public comment and opened the item for discussion with the Commission.**

Senior Planner Escobar respectfully requested to address Ms. Mathis' statement regarding the 4 way stop. She continued that in the original review of the design plan both public works and the town engineer reviewed the possibility of adding a 4 way stop. At that time it was determined there was no need. With the revision of the development plan and the addition of the park at that location it will drive more traffic which may warrant the need for a sign.

Project Manager Steve Biasini approached the Commission and explained with regards to the trail design as stated earlier the design will happen on the ground due to the existing natural vegetation, wildlife dens, etc., in order to avoid disruption.

Commissioner Pickard expressed her concern of relocating the trail closer to Old Jerome Highway as it may encourage people to get onto the busy road rather staying on the trail. Commissioner Cure added that it may also encourage social paths.

The Commission asked if the revised drawing could come back to them for review and approval. Senior Planner Escobar explained that the Design Review Board is the approving board on the design of the park. The Parks and Recreation Commission's suggestions will be passed on to the Design Review Board for consideration. Parks and Recreation Commissioners are encouraged to attend the Design Review Board meeting and express the concerns but most likely Design Review Board will have the same concerns as expressed by the Parks and Recreation Commission.

**Commissioner Cure motioned to approve the amenities shown in the preliminary design and recommend the project move forward to the Design Review Board for approval with the following stipulations:**

- 1) **Extend the fencing along Old Jerome Hwy. to accommodate balls coming off of north end of basketball court;**
- 2) **Add native shrubs and ground cover that would match existing densities that are on site to the disturbed areas on site;**
- 3) **The final alignment of the trail that will be worked out in the field to minimize disturbance to the existing grade and wildlife habitat while still allowing interest and exploration onto the site; and**
- 4) **Relocate the bike rack from out of the lawn area.**

**Commissioner Pickard seconded the motion. The motion passed unanimously.**

Senior Planner Escobar informed the Commission that the drawing and comments received from resident Karen Daniels will also be presented to the Design Review Board. She addressed the 80' set-back requested by Ms. Daniels, explaining that if lots were being developed there would only be a 10' set-back. She continued that the preliminary design allows for a good amount of room between the facilities and the property lines of the Cholla Lane homes. Staff will request the designer to review and consider this suggestion. In addition, the designer has expressed that he has no problem with the stipulations outlined by the Commission. Senior Planner Escobar thanked the Commission for all their time and commitment to the project.

**AGENDA ITEM: OLD FASHIONED FOURTH OF JULY & CENTENNIAL CELEBRATION – Discussion and update on the 2012 Old Fashioned Fourth of July and Centennial Celebration.**

Community Services Supervisor Norman updated the Commission on the planning of the 4<sup>th</sup> of July activities and the volunteers needed.

**AGENDA ITEM: VENDOR BOOTH PERMITS - Discussion of Vendor Booth Permits.**

Community Services Supervisor Norman explained due to concerns brought forward from complaints received during last year's concerts series and an incident that occurred during the Clarkdale Historical Society & Museum's Fiesta Grande event the Vendor Booth Permits have been revised and new requirements and guidelines have been established. Staff worked extensively with the Fire Chief, Police Chief, Yavapai County Health Inspector and Arizona Municipal Risk Retention Pool, the Town's liability insurance carrier, during this process. In addition, requirements and guidelines used in other municipalities across the state and neighboring communities were considered when developing the new permit application, requirements and guidelines, and procedure.

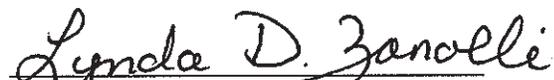
There was open discussion on the new permit and procedures and past issues and experiences with vendors at concerts.

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

*July Meeting Cancelled*

**AGENDA ITEM: ADJOURNMENT**-With no further business before the Commission and with no objection, the meeting adjourned at 6:56 p.m.

APPROVED:

  
Lynda Zanolli, Chairperson

SUBMITTED BY:

  
Dawn Norman, Community Services Supervisor