

**NOTICE OF A REGULAR MEETING
OF THE PARKS AND RECREATION COMMISSION
OF THE TOWN OF CLARKDALE**

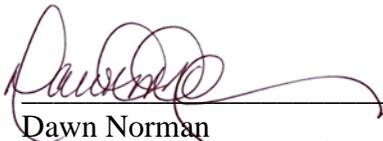
In accordance with Resolution #215 of the Town of Clarkdale, and Section 38-431.02, Arizona Revised Statutes,

NOTICE IS HEREBY GIVEN that the Parks and Recreation Commission of the Town of Clarkdale will hold a Regular Meeting on Wednesday, November 14, 2012, at 5:30 p.m., in the Ladies' Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona. Members of the Clarkdale Parks and Recreation Commission will attend either in person or by telephone, video or internet conferencing. All members of the public are invited to attend.

The undersigned hereby certifies that a copy of this notice was duly posted on the Community Development Building bulletin board, located at 890 Main Street, Clarkdale, Arizona on the _____ day of November, 2012, at _____ a.m./p.m.

Dated this 8th day of November, 2012.

By:



Dawn Norman
Community Services Supervisor

ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR DISCUSSION AND POSSIBLE ACTION, UNLESS OTHERWISE NOTED.

1. CALL TO ORDER

2. PUBLIC COMMENT – The Parks and Recreation Commission invites the public to provide comments at this time. Members of the Parks and Recreation Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01 (G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making comments on a specific agenda item are asked to complete a brief form and submit it to the Parks and Recreation Supervisor during the meeting. Each Speaker is asked to limit their comments to five minutes.

3. MINUTES-Discussion and consideration of the minutes of the Regular Meeting held on June 13, 2012.

4. INFORMATIONAL REPORTS

CHAIRPERSON'S REPORT – A report from the Chairperson on current events.

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

NEW BUSINESS:

5. CHAIRPERSON AND VICE CHAIRPERSON – Discussion and consideration of electing Chairperson and Vice Chairperson.

6. HALLOWEEN - A discussion on the 2012 Halloween event.

7. SANTA COMES TO CLARKDALE – A discussion on the 2012 Santa Comes to Clarkdale event.

8. CAROLING IN THE PARK - A discussion on the 2012 Caroling in the Park event.

9. CLARKDALE POOL - A work session to discuss the Clarkdale Pool.

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

11. ADJOURNMENT

Reasonable accommodations may be requested by contacting Town Hall at (928) 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.

**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 14th 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 4th 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



Staff Report

- Agenda Item:** HALLOWEEN – A discussion on the 2012 Halloween event.
- Staff Contact:** Dawn Norman, Community Services Supervisor
- Meeting Date:** November 14, 2012
- Background:** Staff will debrief and review the results from the 2012 Halloween event.
- Recommendation:** This item is scheduled as a discussion only, and no official action is necessary from the Commission.



Staff Report

Agenda Item: **SANTA COMES TO CLARKDALE** – A discussion on the 2012 Santa Comes to Clarkdale event.

Staff Contact: Dawn Norman, Community Services Supervisor

Meeting Date: November 14, 2012

Background: Staff will provide an update to the Commission on the progress of the 2012 Santa Comes to Clarkdale event planning.

Recommendation: This item is scheduled as a discussion only, and no official action is necessary from the Commission.



Staff Report

Agenda Item: **CAROLING IN THE PARK** – A discussion on the 2012 Caroling in the Park event.

Staff Contact: Dawn Norman, Community Services Supervisor

Meeting Date: November 14, 2012

Background: Staff will provide an update to the Commission on the progress of the 2012 Caroling in the Park event planning.

Recommendation: This item is scheduled as a discussion only, and no official action is necessary from the Commission.



Staff Report

Agenda Item: **CLARKDALE POOL** – A work session to discuss the Clarkdale Pool.

Staff Contact: Community Services Supervisor Dawn Norman

Meeting Date: November 14, 2012

Background:

The Clarkdale Municipal Swimming Pool was closed in 2009 and 2010 due to the impact of the nation's unprecedented recession on the Town's budget. In 2011, as a result of the dedicated fundraising efforts of community members and town staff, and with the support of the Town Council, we were able to open the pool for 3 days per week for the swim season.

Unfortunately, after the 2011 pool season wrapped up, a number of significant issues with the pool's infrastructure were identified as needing repair or complete replacement. The following are the issues that must be addressed:

- The gutter/skimmer system on the pool has reached its 20-year life and what had been a small leak in that system has developed into a leak of such significance that it cannot be allowed to continue. After careful monitoring of water loss while the pool was open in 2011, and continued monitoring since that time, staff has determined that we lose approximately 6,500 gallons of water per day when the pool pump system is in operation. The gutter/skimmer system has to be functional in order for the Town to operate a pool for use by the public. We've developed a method to bypass the gutter/skimmer (thereby eliminating the continuing leaks), but that only serves to temporarily avoid the leak issue, and will not make the pool functional until the gutter/skimmer system is replaced.
- The pool's plaster shell is beyond its useful life. Large pieces are flaking off in the pool which causes maintenance and safety hazards. The pool needs to be completely replastered.
- Various other pool equipment has failed or is about to fail. The pump of the Kiddie Pool failed and the Sand Filter on the main pool is failing. The pump on the main pool is over 30 years old and inefficient.
- There are new federal regulations under the Americans with Disabilities Act (ADA) that began on 3/12/12. Neither the main pool nor the kiddie pool currently meet the new requirements. Both will need to be retrofitted in order to provide appropriate access to persons with disabilities. In addition, the pool's current restroom and shower facilities in the Clark Memorial Clubhouse are not accessible to people with disabilities and cannot be easily retrofitted. With this in mind, and because health

regulations require that all patrons must rinse off before entering the pool, the construction of accessible restroom and shower facilities outside of the Clark Memorial Clubhouse and in close proximity to the pool will be required.

Both the Pool Committee and the Parks and Recreation Commission have expressed support for the Town to conduct further investigation into whether it is practical to make repairs to the existing pool's infrastructure; or whether a complete demolition and replacement would be more cost effective and efficient. The Town staff solicited estimates from multiple sources in order to explore costs associated with pool alternatives. Unfortunately, with no definitive design plans in place, the ability to collect accurate cost estimates is limited. What is evident is that there is a need for a significant initial capital investment, followed by a commitment to an appropriate level of on-going annual operational funds if the Town of Clarkdale wants to have a functional Municipal Swimming Pool.

Over the past 6 months, staff met with three pool contractors, Shasta Commercial & Olympic, CDC Pool's Inc, and Phoenician Pools. To date, the Town has received cost estimates from Shasta and CDC. The results are as follows:

Shasta Commercial & Olympic proposed the following options:

1. Renovation of Existing Lap Pool - \$306,500

This includes removal of existing gutter system, removal of interior finish and tile, removal of pool deck, wall, and floor areas required in order to install new plumbing, installation of new plumbing (return lines, drains, etc.), reinforce pool structure and resurface interior with plaster, install new waterline, deck depth and lane marker tiles, install new skimmer system (replacing gutter system), replace removed deck areas, install ADA Lift and anchor, remove old mechanical equipment and install new mechanical equipment, all required County and Town permits, and design drawings and structural engineering.

2. Remove and Replace Lap Pool with new Lap Pool - \$365,000

This includes: Removing existing pool and deck, maintenance equipment, and all plumbing and electrical and replacing with a new pool, deck, plumbing, electrical, mechanical equipment and ADA Lift.

3. Remove Kiddie Pool and Replace with Splashpad - \$125,000

This includes removing kiddie pool and deck and existing plumbing and installing splashpad with 24 spray nozzles, plumbing and electrical, and maintenance equipment. This splash pad does not include water toys which is approximately an additional \$125,000.

CDC Pool's Inc. proposed the following option:

1. Renovation of Existing Lap Pool - \$213,076

This includes removal of existing gutter system, removal of interior finish and tile, removal of pool deck, wall, and floor areas required in order to install new plumbing, material testing for presence of asbestos, installation of new plumbing (return lines, drains, etc.), reinforce pool structure and resurface interior with BAJA Mini Pebble (10-year full warranty/materials and labor), rebuild and contour existing ramp and 2-custom made handrails as required by ADA, install new waterline, deck depth, race lane markers, and 'No Diving' tiles, install new skimmer system (replacing gutter system), replace removed deck areas, remove existing underwater lights and replace with L.E.D. clear light fixtures w/ dawn to dusk solar photo eye switch, remove existing mechanical equipment and install new mechanical equipment.

Please note that these cost estimates only address the renovation or replacement of the pool and bringing them up to ADA compliance. Cost estimates to build an ADA accessible bathroom/shower room would be in addition to these costs.

At this point in time, the Town has \$23,683 set aside in the donation fund that is left over from the money that was raised to open the pool in 2011. In addition, the Town has continued to budget \$7,950 per year for the utilities, chemicals and staff time that are necessary to maintain the pool in its unused state.

At this time, the Town staff is seeking direction from the Commission on the desire for continued pursuit of options to re-establish a municipal pool in Clarkdale.

Recommendation: This item is scheduled as a work session only, and no official action is necessary from the Commission.