

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

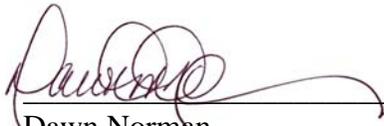
In accordance with Resolution #215 of the Town of Clarkdale, and Section 38-431.02, Arizona Revised Statutes,

NOTICE IS HEREBY GIVEN that the Parks and Recreation Commission of the Town of Clarkdale will hold a Regular Meeting on Wednesday, October 9, 2013, at 5:30 p.m., in the Men's 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 3rd day of October, 2013, at 4:00 p.m.

Dated this 3rd day of October, 2013.

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 August 14, 2013.

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

6. WORKSESSION: Discussion regarding the Verde River @ Clarkdale Request for Proposal.

7. CROSSROADS AT MINGUS - An update and discussion on the Crossroads at Mingus Development.

8. HALLOWEEN – A discussion on the 2013 Halloween event.

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

10. 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, August 14, 2013, at 5:30 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

Chairperson: Lynda Zanolli
Vice Chairperson: Barbara Van Wye
Commissioners: Debbie Pickard (Absent)
Shannon Westcott
Peter Cure (Absent)

Town Staff:
Community Services Supervisor: Dawn Norman

AGENDA ITEM: CALL TO ORDER – Commissioner Lynda Zanolli 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 June 12, 2013.

Commissioner Westcott motioned to approve the Regular Meeting minutes for June 12, 2013 as written. Vice Chair Van Wye seconded the motion. The motion passed unanimously.

AGENDA ITEM: INFORMATIONAL REPORTS

CHAIRPERSON'S REPORT – A report from the Chairperson on current events.
None.

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

Community Services Supervisor Dawn Norman reported on the following:

- Concerts in the Park -
 - Inclement weather and safety issues - If the weather poses a safety concern for attendees the volunteer has the full authority to cancel the concert. This includes lightening, heavy rain, or high winds. The volunteer in charge has full discretion to make the call.
 - Complaint received regarding smoking and dogs. As an effort to try to alleviate, please make the announcements prior to the concert start and at the half way mark during the 50/50 drawing.
 - Clarkdale Concerts in the Park received the 2013 Readers' Choice Awards for Best Free Entertainment. The Clarkdale Concerts in the Park has received this award consecutively since 2005.
 - The next concert is scheduled for Saturday, August 24th, featuring The Shri Blues Band.

- The Parks and Recreation Commission has three terms expiring on September 30th. Just a reminder that the application deadline is September 3rd.

NEW BUSINESS:

AGENDA ITEM: CLARKDALE'S OLD FASHIONED 4TH OF JULY – A discussion on the 2013 Old Fashioned 4th of July event.

Community Services Supervisor Dawn Norman reviewed the 2013 event with the Commission. There was open discussion on start/set-up time, pancake breakfast, old-fashioned picnic games and races, volunteers, volunteer assignments and the parade. Community Services Supervisor Dawn Norman expressed how thankful she was for everyone's participation, Parks and Recreation Commissioners, community volunteers, Clarkdale-Jerome School, town staff, fire district and the Vineyard Church. She continued that everyone did an exceptional job and the Vineyard was the key component as without their participation it would have been difficult to hold the event as they supplied the majority of the volunteers to operate the event.

Commissioner Westcott expressed her appreciation for this year's volunteers. She stated that all those she worked with at the parade and the old-fashioned games were wonderful to work with. Commissioner Westcott shared that there was a Chihuahua Club entered into the parade. She stated that they had a few children participate in the group which allowed their participation but thought that this should be reviewed prior to next year's event as there was a larger number of adults without children. Community Services Supervisor Norman stated that she would contact the club prior to next year's event to inform them of the parade rules in hopes that the group adhere to the parade rules and recruit children to walk the dogs.

Community Services Supervisor Dawn Norman shared the 2013 4th of July Incident Action Plan (IAP) with the Commission. She explained that the Town's emergency response teams are responsible to ensure that all town departments are ready to respond to an emergency situation. Each municipality is required to hold an emergency practice event in order to ensure that all responding are up to date and understand how to operate and plan under an emergency/catastrophic event, such as a flood, shooting, fire, etc. In 2012, the 4th of July and Halloween events were chosen for the Town's annual practice events. There was open discussion on the IAP.

AGENDA ITEM: VERDE RIVER @ CLARKDALE - An update and discussion on the Verde River @ Clarkdale.

Community Services Supervisor Dawn Norman presented a Power Point presentation to the Commission with updates on the progress on the Verde River @ Clarkdale. There was open discussion on:

- TAPCO RAP - next steps in the project;
- The work performed and completed at each project site - TuziRAP and TAPCO RAP;
- The water route from TAPCO RAP to TuziRAP;
- Brewer's Tunnel Diversion; and
- Emergency Planning.

The Commission expressed that they were pleased on the progress of the project and were looking forward to future discussions and planning for the Verde River @ Clarkdale.

AGENDA ITEM: WORKSESSION ON REGULATION, FEES AND USE OF TOWN PARKS - A worksession to review and discuss Regulations, Fees and Use of Town Parks.

Community Services Supervisor Norman requested the notes prepared by the Commissioners. There was general discussion on the assignment and where to start on the draft of the working document. Community Services Supervisor Dawn Norman reiterated that this will be an ongoing project and will schedule discussions and worksessions for future agendas so the Commission can continue to work on it. A general outline will be created as a starting point that the Commission can build on to and expand.

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

Regulation, Fees and Use of Town Parks
Halloween

AGENDA ITEM: ADJOURNMENT-With no further business before the Commission and with no objection, the meeting adjourned at 6:30 p.m.

APPROVED:

Lynda Zanolli, Chairperson

SUBMITTED BY:

Dawn Norman, Community Services Supervisor



Staff Report

Agenda Item: **WORKSESSION:** Discussion regarding the Verde River @ Clarkdale Request for Proposal.

Staff Contact: Beth Escobar

Meeting Date: October 9, 2013

Background:

The Verde River @ Clarkdale is one of two key projects under the Sustainable Clarkdale Initiative. The project is funded in part by a Walton Family Foundation grant. As part of the grant obligations, staff has recently released a *Request for Proposal* (RFP) for a Master Plan. This Master Plan will focus on development of a site design and facilities for each of the two river access points (RAP), TuziRAP and TAPCO RAP, which define the end points of the stretch of the Verde River being developed by Clarkdale.

The TuziRAP site is approximately 61 acres and is located within the Town of Clarkdale boundaries. The property is owned by Arizona State Parks. The Town has an agreement with state parks to co-manage this property.

TAPCO RAP is approximately 4 miles upriver and outside the Town boundaries. The site is approximately 90 acres and leased by the Town from the property owner, Freeport McMoRan Inc.

The RFP will be released in early Fall of 2013. A notice will be published in both the Verde Independent and Red Rock News. Copies of the RFP will be sent to the four engineering firms currently contracted by the Town. The bid is anticipated to be awarded by the end of this year, with a completion date by the middle of 2014.

The Master Plan for the Verde River @ Clarkdale will provide a variety of public opportunities to connect with the river. The plan shall include site design and facilities concepts for each of the river access point locations. The goal is to create a comprehensive plan connecting the two sites through the river. The Town recognizes each site will develop according to separate time schedules based on available funding and ownership approval.

Based on initial funding received from Arizona Game & Fish and their Heritage Grant Fund, the first improvements as part of the overall Verde River @ Clarkdale project include the completion of an American Disabilities Act-compliant parking area with two van accessible parking spaces, an approximately 300-foot barrier-free trail and a 192 square-foot viewing platform at the TuziRAP site. In addition, further improvements underway include the stabilization of the driveway from the road connection to the ADA parking spaces. With



Staff Report

volunteer support at both TuziRAP and TAPCO RAP, trail grooming, site preparation and the creation of rudimentary boat launches have been performed.

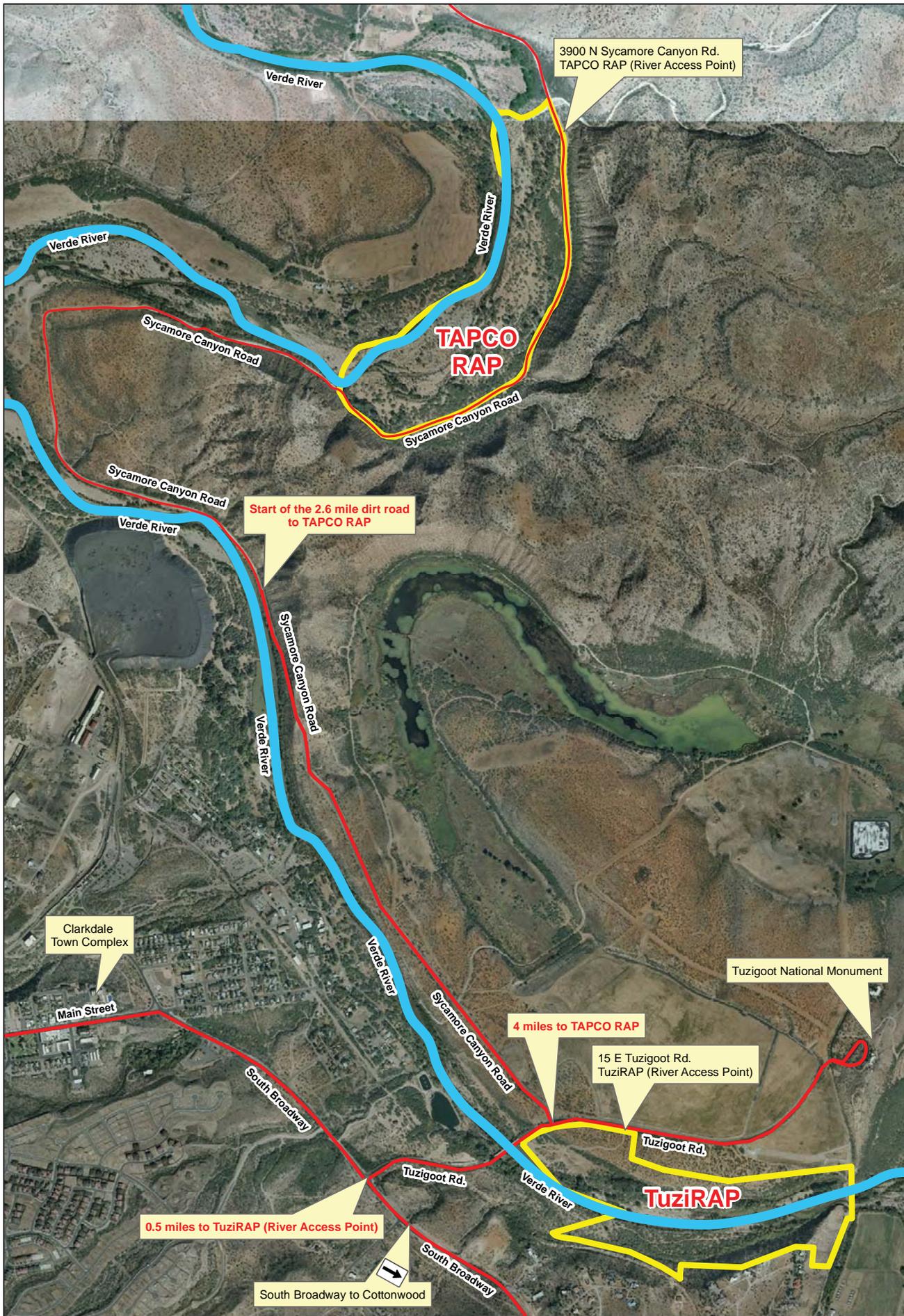
In addition, Town Council has allocated specific funding for development of both sites. A Phase One site plan and budget is currently being developed by staff for the TAPCO RAP site.

The scope of work for the RFP includes conducting a series of public meetings to garner input regarding site design and possible facilities development at both sites. In addition, the team awarded the project will be responsible for identifying sources for funding construction at each site.

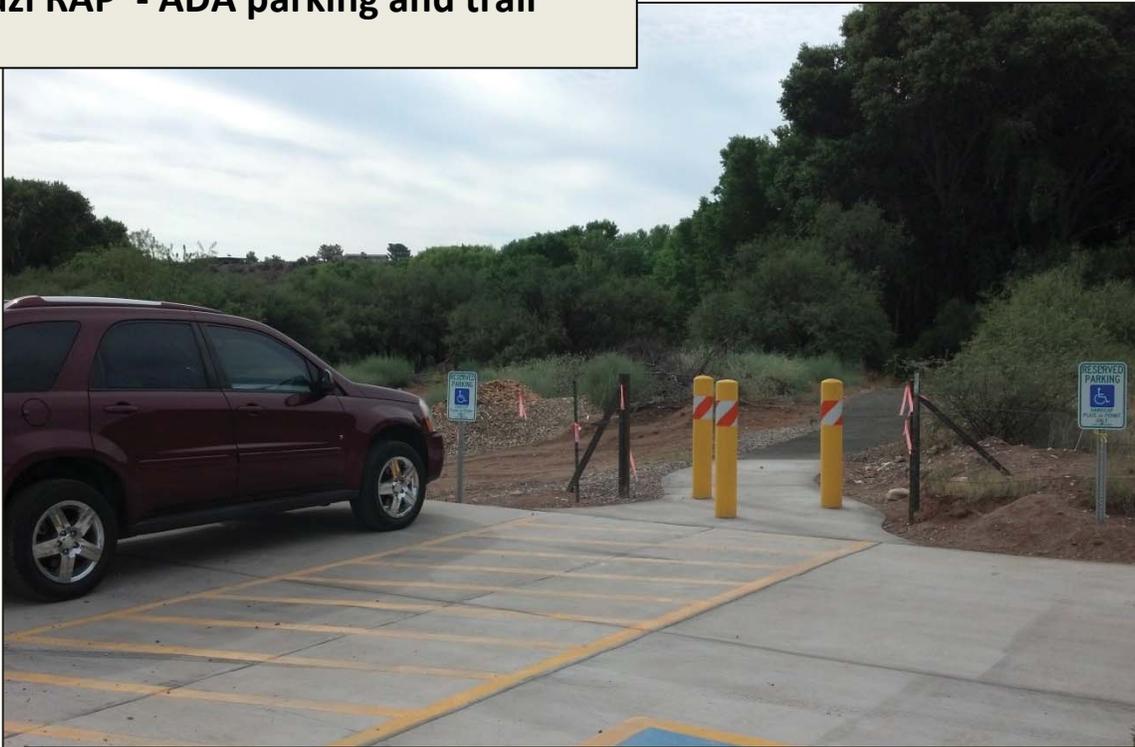
As this will be a Town project, members are encouraged to participate in the public meetings to ensure their suggestions are included in the design process. All boards and commissions will receive email notification when these meetings are scheduled.

Attachments:

1. Phase 1 development map
2. Pictures of TuziRAP and TAPCO RAP



Tuzi RAP - ADA parking and trail



View from platform from end of ADA trail –Tuzi RAP



TAPCO RAP boat launch under construction





Staff Report

Agenda Item: **CROSSROADS AT MINGUS** - An update and discussion on the Crossroads at Mingus Development.

Staff Contact: Beth Escobar, Senior Planner

Meeting Date: August 14, 2013

Background: Staff will update the Commission on the Crossroads at Mingus Development.

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



Staff Report

Agenda Item: **HALLOWEEN** – A discussion on the 2013 Halloween event.

Staff Contact: Community Services Supervisor Dawn Norman

Meeting Date: October 9, 2013

Background: Staff will present to the Commission the progress on the plans for the 2013 event and update the Commission on the activities scheduled.

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