

**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, April 9, 2014, 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

Town Staff:
Community Services Supervisor: Dawn Norman

AGENDA ITEM: CALL TO ORDER – Chairperson Lynda Zanolli called the meeting to order at 5:30 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 October 9, 2013 and the Regular Meeting held on December 11, 2013.

Vice Chair Van Wye motioned to approve the Regular Meeting minutes for October 9, 2013 and December 11, 2013, as written. Commissioner Westcott 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:

- Volunteer Appreciation Event – She expressed her thanks to the Commission for all that they do for our community.
- Art In Public Places – The current exhibit is the Sedona Camera Club. Their exhibit will be on display through April 30th.
- Verde River @ Clarkdale –
 - Save the Date - Planning continues for the Verde River @ Clarkdale Stakeholders meeting to begin Master Planning for the Tuzigoot RAP and the Lower TAPCO RAP. This event will take place on Friday, May 9th. Staff is working with Gunn Communications to fine-tune the invitation list and agenda for this all day event.

- TuziRAP - improvements to the driveway and parking area have been completed. Funds for the project were provided through the Heritage Fund Grant received from the Arizona Game and Fish Department.
- Site development at the Lower TAPCO RAP is underway, with the Public Works Department installing access gates and cutting in the driveway for the entrance to the site. This week, the Community Service Crew from the Yavapai County Adult Probation Department is installing 4-strand cattle fence at the site, which will help with access management. That crew will also be doing general site clean-up, including removal of all remnant campfire sites on the property. We have received great cooperation on the project. Salt River Materials Group donated boulders to be used to help with access control. The first set of boulders now lines the entrance road. Freeport McMoRan donated the two sixteen foot gates for the entrance, which will allow us to develop a full width, two-way traffic road on the site. The Yavapai County Public Works Department is working with the Town on our road permits, allowing the installation of culverts at the entrance, and installation of signage for the site.

NEW BUSINESS:

AGENDA ITEM: LOWER TAPCO RIVER ACCESS POINT (RAP) – A discussion and consideration of Rules of Use for the new Lower Tapco RAP site.

Community Services Supervisor Dawn Norman explained that upon receipt of the Park & Recreation Commission recommendations and guidance received at the March 12, 2014 meeting, on March 25, 2014 Council adopted Ordinance #359 to the Town Code entitled “Park and Recreation Facilities”. As a result, in regards to every Town park and/or recreation facility, there may now be areas in the new Ordinance where the Commission feels additional considerations for each particular location is deserving.

One item the Commission discussed briefly at the March 12th meeting was allowing the use of alcohol at the Lower Tapco site, but no determination had been made. Under the Ordinance, Section 12-1-16 Prohibited Substances, it states: “...No person shall consume, possess or distribute an open container of alcoholic beverages at parks, trails and recreation areas, unless such activity has been allowed through issuance of a permit from the Town, or in the event a particular park, trail, or recreation area has been exempted from this provision.” This allows the Commission to make a recommendation to Council to approve a resolution allowing the use of alcohol at a specific park site or facility.

There was open discussion on allowing the use of alcohol at the Lower Tapco RAP site.

Commissioner Westcott motioned to recommend to Council to approve a resolution to exempt the Lower Tapco River Access Point from Section 12-1-16 Prohibited Substances of Chapter

12 Parks and Recreation Facilities of the Town Code and to allow the use of alcohol at the site. Vice Chair Van Wye seconded the motion. The motion passed unanimously.

AGENDA ITEM: WORKSESSION - A worksession to discuss establishing fees for use at the new Lower TAPCO RAP.

Community Services Supervisor Dawn Norman reviewed the discussion held at the March 12, 2014 meeting with the Commission pertaining to establishing fees. She stated that the Commission was in consensus on considering to offer an annual pass at a discounted rate for Clarkdale residents. There was open discussion on offering an annual pass. Commissioner Westcott stated that an annual pass should be offered to anyone.

There was open discussion on establishing fees per car load. The consensus was to offer a day use fee and annual pass per car load. Those fees should be as follows:

\$5 per day/car
\$50 for annual pass for a non-resident of Clarkdale; and
\$35 for an annual pass for a resident of Clarkdale.

The Commission agreed that as improvements are made to the site the fees should be reviewed and assessed appropriately if an increase is needed.

AGENDA ITEM: WORKSESSION – A worksession to discuss naming the new Verde River/Benatz Trail loop.

Community Services Supervisor Dawn Norman explained that in late 2013, development and construction began to establish a loop trail from the Benatz Trail down to the Verde River around the wastewater treatment plant, over to Tuzigoot Bridge and back to the start point. When complete, this trail will allow users to walk through the bosque, down the wash, and connect with the riverside trail on the east side of the wastewater treatment plant.

This trail development began and has moved forward through coordinated efforts and support of Friends of the Verde River Greenway, Vetra Plex, multiple volunteers, available grant funding and Town staff. On April 2nd, Chair Lynda Zanolli and Commissioner Pete Cure walked the trail with staff to observe the new trail system.

Chairperson Zanolli and Commissioner Cure shared their experience. They highly commended the volunteers for the hard work put in and the major improvements made to the trails.

Community Services Supervisor Norman explained that with the project nearing completion, the process to officially name the trail loop is up for discussion by the Park & Recreation Commission. She continued that she had received input from two of the volunteers who worked on the crew to consider naming the trail, Apache Springs Trail. It was her understanding that there was some historical significance but she was not able to confidently explain it in whole. From a brief conversation with one of the volunteers, they understood that many years ago, the Apaches would bathe in the stream at that location.

There was an open discussion on the name. The Commission was hesitant to consider the name without confirming the historical information first. The discussion continued and the consensus was that the name should include the terms 'river' and 'riparian' or 'habitat', as those terms would catch the interest of all those that drove by and encourage passers-by to stop. The Commission suggested naming the trail: Verde River Habitat Trail.

AGENDA ITEM: WORKSESSION - A worksession to discuss Selna-Mongini Park.

Community Services Supervisor Dawn Norman explained that during Council's recent 2014 Strategic Planning session the question of Selna-Mongini Park and its future was again raised. As a result, the Commission is requested to begin discussions and considerations of that area.

She informed that each year, if the budget has unused funds, the Council can approve to roll the amount over into the following fiscal year. This amount had accumulated over a period of years. The current Council directed staff to review the list of priorities discussed at strategic planning and to earmark those funds to each priority. The amount of \$15,000 has been designated to the Selna-Mongini Park. She continued that both staff and Council recognize that this amount is not sufficient to begin making improvements to the site. Staff is considering using the funds to pursue hiring a consulting team to oversee a public planning process just as is currently being conducted for the Verde River @ Clarkdale sites. With limited staffing in the Community Services Department, this would allow for a professionally conducted planning process with minimal impact on town staff. She continued that the current firm of Gunn Communications has been doing tremendous work and Community Development Director Jodie Filardo has expressed how impressed she has been with working alongside them. The contract for both sites for the Verde River @ Clarkdale was approximately \$15,000 and staff anticipates that because the park is much smaller in size than those of the river sites the bids received should come in below that amount.

Commissioner Cure expressed his concern of utilizing consulting firms. With his past experience, to expend funds to pay for a firm that will produce the ideas for the park, without having the funding to make those improvements just isn't always fiscally sound.

Chairperson Zanolli expressed that she agreed with the direction staff was going. With a small staff, in reality one staff member, to have a professional consulting team with extensive experience conduct the public input process made sense.

There was open discussion on how this could benefit the community. The group discussed the poor condition of the property and that it sits along the highly travelled route and is seen by many visitors on their way to the train station leaving a bad impression of the town. The Commission agreed that the site should be improved because as it sits, it can be perceived the rest of the town is in the same condition discouraging visitors to venture into upper Clarkdale. With it being the first impression to those visiting, it should be a priority.

There was open discussion on the condition of the site and its use as a Little League field.

The consensus of the Commission was as follows:

- The RFP should include a cap amount on the contract amount.

- Supportive of the idea of the public process and input so that the community is leading the direction and determining the use of the site.
- The site should be a neighborhood park. The RFP should try to narrow the definition of that use so that a Regional Park is not considered for that site.
- The process should include a dual canvas and receive input from the neighborhood residents first since they are in the vicinity and will be the majority users of the site.
- The minimal amount should be used to conduct the study.

AGENDA ITEM: VERDE RIVER POKER RUN - A discussion on the Verde River Poker Run event taking place on April 19, 2014.

Community Services Supervisor Dawn Norman reported that there are 43 participants currently registered but that the number grows daily as online registrations continue to come in.

She explained that Clarkdale businesses have been very supportive of the event. Several have donated items for the Clarkdale basket that will be issued to the paddler with the lowest hand of cards, valued at \$400. In addition, several will be offering discounts or specials to participants, varying from a percent off of the total bill to buy one get one-half off. In order to identify the participants to the businesses, a wristband will be issued at check-in.

A post-paddle party will be held in the park 12:30-4:00p.m. A concert in the park is scheduled during that time and 2 G's & a C Note, formerly Martinez Livas, will be performing. In addition, Verde Valley Adventures, known as Sedona Adventures, will be holding their grand opening in conjunction with the town's event. They plan on having Arizona Cardinal Cheerleaders, a money machine booth and a live radio remote. There will be vendors on site but no food vendors will be allowed to participate. This was decided by the committee in order to support Clarkdale businesses and to encourage participants to visit our local eateries.

AGENDA ITEM: CONCERTS IN THE PARK - A discussion on Clarkdale's 2014 Concerts in the Park.

Community Services Supervisor Dawn Norman reviewed the final 2014 Concerts in the Park schedule along with the review and selection process of the bands with the Commission. She stated she was currently seeking volunteers for the concerts and will email the schedule to the Commission.

In addition, the Public Work's staff will be installing electric and water at the Town Park for vendor use. This project is expected to be completed by June 30th and will be funded with the funds that were annually earmarked for the pool operations while it was out of commission.

Community Services Supervisor respectfully requested Chair Zanolli to revisit agenda item: Staff Reports if the Commission had no further questions on the Concerts in the Park.

Chairperson Zanolli stated if there was no objection, she was opening agenda item: Staff Reports.

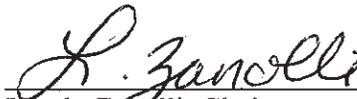
Community Services Supervisor Norman reported that annually the Parks and Recreation Budget includes a line item of \$7,950. This amount was allotted to pool operations for the last two years while it was still in operation but not open to the public. After the pool was placed out of commission, it was determined to keep that funding in the parks and recreation budget for other uses by parks and recreation. This year, staff determined to utilize the funding for Town Park improvements. With the challenge of vendors not being allowed to use generators, it was determined to establish vendor spaces with utility hook-ups, both electric and water. Moving forward, provided that this line item remains in the Parks and Recreation budget, staff intends to seek direction from the Commission on the use of these funds annually.

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

Verde River @ Clarkdale
WWTP/Verde River Trail System - Naming of Trails
Pool Donation Fund

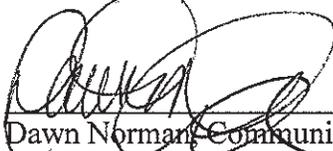
AGENDA ITEM: ADJOURNMENT - With no further business before the Commission and with no objection, the meeting adjourned at 6:50 p.m.

APPROVED:



Lynda Zanolli, Chairperson

SUBMITTED BY:



Dawn Norman, Community Services Supervisor