

**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, May 14, 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 5:33 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 March 12, 2014 and the Regular Meeting held on April 9, 2014.

Commissioner Curé motioned to approve the Regular Meeting minutes for March 12, 2014 and April 9, 2014, 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:

- Booth Permit Fees – On May 15th, Town Council approved a new fee structure for Park Booth Permits. Previously, vendors or organizations who wished to attain a Booth Permit to participate at any event in the Town Park were required to purchase an annual Clarkdale Business License if they intended to sell items or transact business where money changes hands, this included silent auctions or accepting donations. This fee was in addition to the Town's Booth Permit Fee. Staff found this to be a challenge to those who had no intent to participate year round and only wanted to participate at a single event, such as the Old-Fashioned Fourth of July. This has caused interested vendors or organizations to not partake due to not knowing if it will be cost effective for them to invest \$48 for the one event. The new structure simplifies and streamlines the process. This includes:
 - i. A base fee of \$15/day for each vendor booth.

- ii. A fee slightly higher than the base fee which includes an additional \$5 for a 'day-use' business license for those who intend to sell items or transact business where money changes hands and do not want to purchase an annual business license.
 - iii. Elimination of the Non-resident and Resident fees as this status is not applicable in this setting.
- Art in Public Places Exhibit - WORD IS ART—Beth Courtwright-Detwiler, May – June 30th. Ms. Courtwright-Detwiler uses masking tape, oils and ceramics. The artist free-handed an original work of art in library entry way using multiple colored tapes.
 - Concert in the Park – A special pre-season concert sponsored by AZ We Dance is scheduled for Friday, May 16th, 6-7pm, featuring Notorious.
 - Staff member Carolyn Gary has submitted her letter of resignation as she is retiring. Her last day of service is May 15th. She has been with the library for 6 ½ years and will be missed. The Town is seeking a candidate to fill an Administrative Assistant I for the Community Services Dept. The position will assist in all job duties within the department, including library and parks and recreation. This is a part-time position with 20 hours per week and is posted on the Town's website.

NEW BUSINESS:

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

Community Services Supervisor Dawn Norman reported on the following:

- Verde River @ Clarkdale Vision workshop - Friday, May 9th –
 - a. Approximately 70 stakeholders attended – representation from many organizations: City of Cottonwood, Camp Verde, National Park Service, Prescott National Forest, Freeport MacMoRan, business owners, and residents.
 - b. An overview of the Verde River @ Clarkdale project was presented, an introduction to the two river access points (RAPs), site tours of the two RAPs, a keynote presentation from Staci Williams, Blue Trails Coordinator for American Rivers, on Recreational Opportunities on American Rivers – What Has and Hasn't Worked? And lastly, a group visioning exercise to identify potential recreational uses at the sites – 10 tables each with map – each group installed what they would like to see as far as facilities at each location, then everyone reviewed all of the maps and put input on what they liked, what they didn't like. Those 10 maps of both sites will be reviewed by staff and will then be morphed into one map for each site to present at the open house scheduled on June 12th.
 - c. June 12th, 6pm-7:30pm – An open house is scheduled for the public to view and give input on the outcome derived from the workshop on May 9th.

There was open discussion on the Verde River @ Clarkdale Master Plan. Chairperson Zanolli asked for confirmation that the Parks and Recreation Commission would be included in the review and approval process for the Master Plan for Verde River @ Clarkdale prior to Council's review and approval of the plan. Community Services Supervisor Dawn Norman stated that it was her understanding the Parks and Recreation Commission would review the proposed Master Plan prior to being presented to Council as back in October this was the direction received from Town Manager Gayle Mabery but she would confirm this. The Commission then expressed that they would like clarification from the Town Manager as to the Commission's role in the decision process of the river access point sites.

- Update on TAPCO –
 - a. Fencing/Trench – Fencing installed and trench to remain to provide additional security.
 - b. Signage and kiosks
 - c. Designated parking areas
 - d. Boat Launches –
 - i. A commercial boat ramp for outfitters, etc.
 - ii. A public boat ramp for general public use.
 - e. Portable toilets have been relocated and are near the boat launch sites
 - f. River Ambassador Program
 - g. A soft-opening is scheduled for Wednesday, June 18th, with a brief ceremony and ribbon cutting. This will be the official opening day for the site.
 - h. A grand opening will be held in the fall.

There was open discussion on the river access points. Chairperson Zanolli inquired as to what the construction plans were for the two boat ramps. Her concern was the impact on both the habitat and erosion. She continued that there are several types of ramps. Community Services Supervisor Dawn Norman explained that staff would utilize natural resources to stabilize the ramps but that no definitive improvement plans had been determined at that time.

There was open discussion on the trash and Community Services Supervisor Norman stated that the current plan is to implement 'Pack it in; Pack it out'.

AGENDA ITEM: VERDE RIVER POKER RUN – Review and discussion on the 2014 Verde River Poker Run.

Community Services Supervisor Dawn Norman reported that both the Town and Verde River Valley Nature Organization, partner of the event, were both pleased with the results of the first annual Verde River Poker Run. There was a total of 70 participants and over 40 volunteers to operate the event. Two debrief meetings have been scheduled – on May 20th a safety/logistics meeting is scheduled and on May 29th a meeting with the event partner is scheduled for an overview of the event and the final financial report.

AGENDA ITEM: POOL DONATION FUND – Discussion and consideration of the Pool Donation Fund.

Community Services Supervisor Dawn Norman informed that the pool donation account currently holds approximately \$26,000. In addition, the Parks and Recreation FY13-14 budget has a line item of \$7950 which was annually earmarked for pool operations, but now is assigned as a general line item to Parks and Recreation. This year's funding has been assigned to do the water and electrical improvements in the Town Park for the designated Vendor area. She continued that at this point, staff anticipates that this line item will be included in the FY14-15 Town budget, but it is not guaranteed until Town Council approves the FY14-15 budget.

Staff would like for the Commission to take into consideration all of the funding outlined and discuss possible projects.

There was open discussion on:

- The different parks and the improvements needed. This included Mongini Park and the Lower TAPCO River Access Point.
- The Commission discussed that at the time of the pool closure, there was a consensus of the Commission to ensure that the donated pool funds would be used for a water feature and not used for the planned river access points. The Commission agreed with this decision.
- Pool site - what could be done with that area along with the safety issues and challenges with the site.

Commissioner Westcott stated that residents have expressed to her their concern that the money raised for the pool will be used for something else. She continued that a splash pad would be an alternative in line with what the money was originally raised for.

There was an open discussion on installing a splash pad at Mongini Park as it would be a great improvement that would draw from all over the Verde Valley since there was not a facility of this type in the area. There was a consensus on the idea.

There was open discussion on the concern of the pool donation funds being allocated to other projects, such as the river access points, and the Commission wanted to ensure that those funds were protected for the Parks and Recreation Commission to consider using at one of the existing Town Parks.

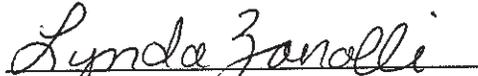
Commissioner Curé motioned to recommend that the pool donation funds not be used at the River Access Point park sites and that the Parks and Recreation Commission would like to investigate the use of those funds on another park location project. Commissioner Westcott seconded the motion. The motion passed unanimously.

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

Verde River @ Clarkdale
Mongini Park

AGENDA ITEM: ADJOURNMENT - With no further business before the Commission and with no objection, the meeting adjourned at 6:41 p.m.

APPROVED:


Lynda Zanolli, Chairperson

SUBMITTED BY:


Dawn Norman, Community Services Supervisor