MINUTES OF A SPECIAL MEETING
OF THE PARKS AND RECREATION COMMISSION
OF THE TOWN OF CLARKDALE

A Special Meeting of the Parks and Recreation Commission of the Town of Clarkdale was held on Wednesday, August 20, 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	(Absent)
	Peter Cure	

Town Staff: Community Services Supervisor: Dawn Norman
Community & Economic Development Director: Jodie Filardo

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 May 14, 2014.
Commissioner Curé motioned to approve the Regular Meeting minutes for May 14, 2014, as written. Vice Chairperson 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:
  a. The current balance in the Concerts in the Park account - $7,876.00. These are funds raised by the 50/50 raffles and sponsorships.
  b. Next concert –Saturday, August 23rd, featuring Burnett Family Bluegrass. The scheduled volunteers are Chairperson Zanolli in the #1 position and Commissioner Pickard.
  c. The final concert for the 2014 season is September 6th, featuring Aces N Eights. The scheduled volunteers are Chairperson Zanolli in the #1 position and Commissioner Cure.
  d. Concerts in the Park received the 2014 Reader's Choice Award for Best Free Entertainment. This has been added to the list of announcements to make at the concerts.

e. A sincere thank you to the Commissioners for years of support of overseeing and operating the concerts. The Town recognizes the huge responsibility placed upon the Commissioners and the challenges in operating with volunteers only. Staff is currently working on an alternate arrangement to cover the concerts utilizing the River Ambassadors starting in 2015.

- In September, two Parks and Recreation Commission terms expire. A Board and Commission Interview Committee has been created and will hold interviews for applicants the end of August/beginning September. The appointments will be made by Council in September so those appointed will begin their terms in October.

NEW BUSINESS:

AGENDA ITEM: WORKSESSION: VERDE RIVER @ CLARKDALE MASTER PLAN – Discussion regarding the Verde River @ Clarkdale Master Plan.

Community & Economic Development Director Jodie Filardo presented the master plans for the two river access points, Tuzi RAP and Lower TAPCO RAP prepared by Gunn Communications, and their partner, Peak Engineering. These plans will be presented to Town Council for review and comments on August 26, 2014.

These plans are based on community input from the stakeholders meeting held May 9th, which included the input by the 80 participants and the public open house held on June 12th.

The plans incorporate the consensus items identified by community members at these two meetings. These amenities include parking areas, locations for ADA accessible composting toilets, boat launch areas, ramadas, trailer and RV parking areas, beach access areas and trails for both sites. The Lower Tapco RAP plan includes infrastructure already installed by the town, including the fee station and information kiosk.

The Tuzi RAP plan includes the two ADA parking spaces and the ADA trail and viewing platform constructed by the Town using Heritage Grant Funds.

Once adopted the plans will serve as guides for the development of these two areas. Peak Engineering will be providing cost estimates for completion of the items listed at each location. This information will assist in both the planning of the sites as well as procurement of funding for development through grants and other sources.

There was open discussion on the amenities and the timeline for the installation/construction. Community & Economic Development Director Filardo explained that the development will be done in phases. She stated that an archeological survey will be conducted on both sites and she is hopeful that the costs will be covered by the Walton Family Foundation grant.

Chairperson Zanolli inquired if any surveys have been conducted with regards to the cuckoos on Cuckoo Island as they are classified as an endangered species. If not, a survey will need to be

performed prior to any work being done. Community & Economic Development Director Filardo stated she would pass the information on to the engineers.

There was open discussion on the location of some of the amenities and the distance from the river. Community & Economic Development Director Filardo explained that the placement was driven by the flood zones.

There was open discussion on removing the paintball site at Tuzi RAP. Community & Economic Development Director Filardo shared that the stakeholders meeting outcome resulted in the group not wanting to have the paintball/airsoft area. She continued that it is owned by the Arizona State Parks therefore, they are the ultimate decision makers as the land owners. She continued that Arizona State Parks believes by providing the dedicated space allows better control. If the area wasn't provided they would conduct their sport elsewhere along the river creating multiple use areas.

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

Community Services Supervisor Dawn Norman updated the Commission on the following, there was open discussion on each item:

- The Town received the first reporting and payment from Verde Adventures, Inc. on usage for kayak tours, tubes and tube trackers from April 19-June 30, 2014. Outfitter payments to the Town of Clarkdale were $1,300 per week for the first 10 weeks of operations (for a total of $13,000). These fees have covered all of the expenses/costs in the first 10 weeks of operations, including payroll for the Ambassadors, the portable toilet, and trash collection. In addition, a total of $952 has been collected from the Self-Pay donations during the first 5 weeks Lower TAPCO RAP was open to the public.

- The installation of the site's first historic interpretive sign featuring the history of the nearby TAPCO plant has been installed at the park entrance, next to the Self-Pay Station. Local resident Tim Coons documented the history of TAPCO for a comprehensive exhibit featured by the Clarkdale Historical Society and Museum. The facts shared at the site are a result of Tim's research. In addition to the history of TAPCO, visitors will also find a site map, river safety information, and the rules for use of the River Access Point at this entry kiosk.

- Town Staff are scheduling debrief meetings for Lower Tapco RAP in order to review operations and rectify issues that arise. This includes amenities, River Ambassadors, short-term and long-term goals and appointment of tasks to complete.

- Hours of operation – During the summer months the gate hours have been 6am-8pm. With the shorter daylight hours, staff will be implementing a shorter day use time. In order to ensure RAP users are aware of the time the gate will close, a sign is being ordered to install at TAPCO that will allow the flexibility to change the time posted for closure.

- Three picnic tables from the pool have been installed in the picnic area. The designated picnic area is the same location that the tents were set-up for the public opening dedication ceremony.

- Tuzi RAP Agreement with Arizona State Parks – Since the inception of the Town accepting the co-management of the site, it has been discovered that there are some needed changes and improvements needed to the agreement. There are items that are not addressed or that lack clarity that has prompted Town Manager Mabery to work on improving the agreement. We are hopeful that the Town will be able to address some of the challenges and issues that have arisen with the site.

- Staff worked with volunteer, Cynthia Malla, to write and submit a grant application for the Rivers, Trails and Conservation Assistance Program offered by the National Park Service. The grant application is for planning assistance with developing a trail system to connect Lower Tapco RAP, Tuzi RAP, Dorothy Benatz Trail, Tuzigoot National Park and Dead Horse State Park.

AGENDA ITEM: WORKSESSION: VERDE RIVER @ CLARKDALE ANNUAL VEHICLE ACCESS PASS – A worksession to discuss an annual vehicle access pass for the Verde River @ Clarkdale sites.

Community Services Supervisor Dawn Norman explained vehicles accessing the Lower TAPCO River Access Point are required to complete a Vehicle Access Pass to display in their windshield upon each visit to the site. At this time, no fees have been established but a donation of $5 is suggested to support the efforts of the site development and maintenance. To date, the average collected per vehicle are as follows:

June	$3.41
July	$3.92
August	$4.06

Average collection/vehicle: $3.78

Although, the long-term goal is to establish a day-use fee for the site there are many challenges that accompany a mandatory day-use fee:

- Not everyone carries cash/checks
- Requires a higher level of staff coverage
- Increases enforcement requirements for staff

The Lower TAPCO RAP is being frequented by many locals who are returning users, the most of which are strong supporters of the river and the efforts of the Town of Clarkdale. It has been suggested by several of the returning users/supporters to establish an annual fee as they complete a vehicle access pass and submit a donation at each of their visits. By establishing an annual vehicle access pass, frequent users of the site would pay one fee and have a mirror placard to display. This would give them the convenience of not having to stop to complete the pass as well as allow them to contribute to the cause of the site.

Community Services Supervisor Dawn Norman shared the idea of creating a membership for Verde River @ Clarkdale supporters. The membership fee would be an annual payment and members would receive an annual vehicle access pass, a sticker to display on their car, or some other type of memorabilia.

There was a general consensus of the Commission to create a membership for the Verde River @ Clarkdale supporters. There was open discussion on a name for the program/membership. Community Services Supervisor Norman asked the Commission to think about ideas for the name and to email those ideas to her so that they could be presented to them at the next meeting for consideration. Commissioner Cure shared "ISCREAM" for "I support Clarkdale's River Environment and Management".

There was open discussion on establishing a fee and the costs associated with each membership. Community Services Supervisor Norman shared some examples of placards for the vehicle access pass. There was concern for the placards that expiration dates are done in writing due to the effect of the sun fading the writing. It was suggested to look into placards that have the months and years to hole punch. The consensus of the Commission was an annual $40 membership fee.

AGENDA ITEM: CLARKDALE'S OLD FASHIONED 4TH OF JULY – A review and discussion on the 2014 Old Fashioned 4th of July event.

Community Services Supervisor Dawn Norman presented the following to the Commission:

In order to conduct this year's 4th of July event there were 48 volunteers assisting with the set-up/breakdown and operations of the event. This does not include the volunteers provided by: Clarkdale-Jerome School to operate the children's games, VFW Post 7400 for the Raising of the Colors, Cottonwood Community Band members, Fire District, Verde Valley Ambulance and lastly, this year's performer, Katy Russell, all of which volunteered their time. The Town is very fortunate to have so many community members come together in order to provide one of the largest annual events held by the Town of Clarkdale.

A comparison was made to the previous year's event:

	2014	2013
Volunteers	48	50
Pancake Breakfasts Served/Sold	615	800 (proceeds were going to the Prescott Hot Shots)
Kids' Parade Entries	62	65
Vendors	13	6
Cost/Expenditures	$675	$970

AGENDA ITEM: WORKSESSION: SELNA-MONGINI PARK – A worksession to discuss Selna-Mongini Park.

During Council's 2014 Strategic Planning session the question of Selna-Mongini Park and its future was again raised. As a result, the Commission began discussions on the park site at the Regular Meeting on May 14, 2014 along with the use of the $15,000 designated funds and

concluded that the park should be made a priority. After that meeting, on June 10th, the Council reclassified those funds to be used elsewhere. After discovering this reclassification, Community Services Supervisor met with Town Clerk/Finance Director Kathy Bainbridge. The Town Clerk explained that the Parks and Recreation Commission could request to Council to re-classify the $15,000 back to Mongini-Selna Park.

The Commission requested for Staff to ask Council to re-classify the $15,000 to Mongini-Selna Park.

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

Verde River @ Clarkdale
Mongini-Selna Park

AGENDA ITEM: ADJOURNMENT - With no further business before the Commission and with no objection, the meeting adjourned at 6:49 p.m.

APPROVED:

Lynda Zanolli

Lynda Zanolli, Chairperson

SUBMITTED BY:

Dawn Norman, Community Services Supervisor