

**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, January 14, 2015, at 5:30 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

Chairperson:	Shannon Westcott	
Vice Chairperson:	Barbara Van Wye	(Absent)
Commissioners:	Peter Curé	
	Trish Gomez	(Absent)
	Lynda Zanolli	

Town Staff:

Community Services Supervisor: Dawn Norman

Human Resources and Community Services Director: Janet Perry

AGENDA ITEM: CALL TO ORDER – Chairperson Shannon Westcott 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: INFORMATIONAL REPORTS

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

There was no information to report.

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

Community Services Supervisor Dawn Norman reported the following:

- National Park Service River, Trails and Conservation Assistance Program Grant – Staff is scheduled to meet on January 21 and 22 with Joe Winfield, National Park Service Representative, to do a site review of both River Access Points and the trail system located near the Wastewater Treatment Plant.
- Concerts in the Park – Due to the high number of inquiries received from bands to participate in the upcoming season, staff is forming a selection committee made up of one staff member and two Parks and Recreation Commissioners and is developing a selection process.

NEW BUSINESS:

AGENDA ITEM: COMMERCIAL RIVER RUNNER CAPACITIES FOR THE VERDE RIVER @ CLARKDALE – Discussion and possible action relating to the establishment of Commercial River Runner Capacities on the Verde River @ Clarkdale.

Community Services Supervisor Dawn Norman reviewed with the Commission the steps taken with regards to establishing Commercial River Runner Capacities for the Verde River @ Clarkdale. She explained that the Clarkdale Town Council and Parks and Recreation Commission held a Joint Worksession on Tuesday, December 16, 2014 to discuss recommendations that the Town Staff had developed relating to the establishment of Commercial River Runner Capacities on the Verde River @ Clarkdale. The purpose of the December 16th worksession was to receive comments and input from the Council, Parks and Recreation Commission and the general public so that the Town Staff could then revise the capacity recommendations and present the revised recommendations to the Town Council for possible approval at their January 13, 2015 Council meeting.

While the initial capacity recommendations that were the subject of the December 16th discussion were developed with a long-term capacity in mind, the Council and Commission expressed support for taking a more conservative approach to setting initial capacities on the river. With that in mind, the Town Staff is recommending that, instead of setting long-term capacities, that the Council consider setting a capacity limit to be applied only to the 2015 river season. Acknowledging that the Town of Clarkdale is on the leading edge of river recreation issues in the Verde Valley, it makes sense to move more slowly, and re-look at capacity issues on a year-by-year basis during the initial years of the Verde River @ Clarkdale project.

Community Services Supervisor Dawn Norman informed that Council reviewed the proposed recommendations for the 2015 calendar year and approved as presented at the meeting held on January 13, 2015:

- Maximum capacity of 9,200 commercial customers during the 2015 season, allocated as follows:
 - 7,820 commercial recreational (maximum)
 - 1,380 commercial interpretive/educational (minimum)
- Maximum guided trip size of sixteen (16) people per trip, including trip guides.
- Maximum of up to thirty-six (36) unguided commercial recreational customers (in a vessel that meets the Arizona definition of a watercraft) per day.
- Maximum of 20% of the total commercial recreational capacity may be allocated for unguided commercial recreational customers.

There was open discussion on the approved commercial river outfitter capacities. The Commission expressed that they were pleased with the new capacity limits and the approach to assess each year on an annual basis.

AGENDA ITEM: COMMERCIAL OUTFITTER REGULATIONS – Discussion and consideration of a recommendation to Council regarding an Ordinance amending the Town of Clarkdale Town Code to add Article 8-7: Commercial Outfitters; which establishes the Town’s policies for regulating outfitters that offer commercial outdoor recreation services in the Town of Clarkdale and on lands operated by the Town of Clarkdale.

Community Services Supervisor Dawn Norman explained that with the establishment of the Verde River @ Clarkdale project in 2011, the Town of Clarkdale is receiving increasing levels of interest from commercial outfitters who are interested in operating outdoor recreation services on public lands in the Town of Clarkdale and on lands operated by the Town of Clarkdale. While regulation and permitting of outfitters is nothing new to land management agencies across the state and country, it is a new venture for the Town of Clarkdale.

While the Town Staff is well versed in the administration of various permit and license rulemaking and procedures, the Town of Clarkdale does not have an adopted policy to provide a framework for outfitter permitting at this time. To provide clear authority and guidance in the future, the staff has developed a draft ordinance for the Parks and Recreation Commission's review and consideration of making a recommendation to Council. She explained that staff researched other municipalities for outfitter ordinances and discovered that the State of Colorado is the leader on the topic as they have extensive experience working with outfitters and they have adopted state laws pertaining to outfitters. The Colorado ordinance was used as a foundation to draft the ordinance.

While most of the interest we are experiencing is focused on river outfitters at this time, the Town has also received inquiries about other types of outfitting services (for example: guided hikes, guided bird watching, and guided horseback tours). The ordinance has been drafted to apply to all types of outdoor recreation outfitting. Special details that are specific to a given type of outfitting activity would be included as part of the administrative rulemaking, and included in the Commercial Outfitter Permit for that particular activity.

Community Services Supervisor Dawn Norman explained that the proposed ordinance was reviewed by Council and they have expressed that they are in support of this direction.

There was open discussion on the ordinance. Commissioner Zanolli expressed the concern brought forward at the public meeting with regards to outfitters having the appropriate facilities to operate, for example bathrooms for changing rooms. She inquired if this is something that should be incorporated into the ordinance.

Community Services Supervisor Norman explained that the Town Manager has appointed a committee for the River Runner Outfitter Permits. This would be an item to be discussed and considered during that process. She ensured the Commission she would share this concern with the committee members.

There was open discussion regarding enforcement concerns. This included the suggestion of placing a River Ambassador at the dam to help regulate outfitters.

Commissioner Curé motioned to approve an Ordinance amending the Town of Clarkdale Town Code to adopt Article 8-7: Commercial Outfitters; which establishes the Town's policies for regulating outfitters that offer commercial outdoor recreation services in the Town of Clarkdale and on lands operated by the Town of Clarkdale. Commissioner Zanolli seconded the motion. The motion passed unanimously.

AGENDA ITEM: VERDE RIVER @ CLARKDALE ANNUAL MEMBERSHIP – Discussion and consideration of a Verde River @ Clarkdale Annual Membership.

Community Services Supervisor Dawn Norman explained that the Parks and Recreation Commission held a worksession on August 8, 2014 to discuss establishing an annual vehicle access pass for the Verde River @ Clarkdale sites. During that worksession, there was a general consensus of the Commission to create a membership for the Verde River @ Clarkdale supporters with an annual fee of \$40. Staff would like the Commission to consider establishing a resident and non-resident fee for the Verde River @ Clarkdale Membership.

The membership benefits will include:

- Annual Parking Pass for the Verde River @ Clarkdale River Access Points (Lower TAPCO and Tuzigoot River Access Points)
- Membership card
- Membership decal to display on vehicle
- Reduced Town of Clarkdale registration fees for Town of Clarkdale events/activities held at the Verde River @ Clarkdale River Access Points (including the Poker Run)
- Membership benefits expire twelve (12) months from the date of purchase

Verde River @ Clarkdale Annual Parking Pass conditions of use:

1. Annual Parking Pass allows day-use access and parking at all Verde River @ Clarkdale sites for pass holder and passengers in the same vehicle, the number of which shall not exceed the recommended number of passengers for the make and model of vehicle.
2. Pass is not valid without owner's name on it. Pass holder may be asked to show identification.
3. Pass holder shall hang/display the dated "hanging card" from the rearview mirror for entrance and at all times while on the site premises.
4. Pass does not guarantee admission to a site that has been closed, restricted, or reached capacity.
5. It is illegal to copy or alter this pass.
6. Nontransferable, non-replaceable, nonrefundable.
7. Pass expires twelve (12) months from date of membership purchase.

Community Services Supervisor Dawn Norman explained that she reviewed other local municipalities and compared the resident and non-resident fee structure and proposed the fee of \$40 for residents and \$50 for non-residents. This is a 25% difference between resident/non-resident fees which is in line with the other local municipality fee structures.

There was open discussion on the fees and the process of acquiring the membership. It was suggested to have the memberships available at the site to purchase.

Commissioner Zanolli motioned to approve the Verde River @ Clarkdale Annual Membership with the annual fees of \$40 for residents and \$50 for non-residents. Commissioner Curé seconded the motion. The motion passed unanimously.

AGENDA ITEM: VERDE RIVER @ CLARKDALE – Discussion and consideration of naming the day use area and trails located at the Clarkdale Wastewater Treatment Plant site.

The Parks and Recreation Commission held a worksession on April 9, 2014 to discuss naming the Verde River @ Clarkdale trail loop located at the Clarkdale Wastewater Treatment Plant (WWTP). At that time, input had been received from a couple of the trail volunteers to consider naming the trail Apache Springs Trail due to the historical significance of the site. The Commission was hesitant to consider the name without confirming the historical information first.

In November, Mayor Von Gausig had the opportunity to tour all of the Verde River @ Clarkdale sites with Yavapai-Apache elder Vincent Randall. Mr. Randall gave the Mayor a wonderful insight into the area based on Yavapai-Apache history, and also provided the Apache names for places along the river.

The spring that is located near the wastewater treatment plant was called Tu Cho Ha Li'i' (Big Spring) by the Apaches. Staff would like the Parks and Recreation Commission to consider designating the area surrounding the wastewater treatment plant as the "Big Spring Natural Area" on the Verde River @ Clarkdale. This will allow all references to that Verde River @ Clarkdale site with a designated site name, rather than referring to it as the wastewater treatment plant.

The Commission will need to consider a name for the trail loop located at the site. There are not any other traditional names associated with this area, although, as seen on the map on the following page, Mr. Randall also offered information on the history and location of things in the area from growing up here as a youth. There was an area near the WWTP called "Hobo Town", the Indian Schoolhouse was located here, as were the old stockyards. All of these items can be incorporated into interpretive signage at the site. As the Commission concluded to at the April 9th worksession, Staff recommends the Commission to consider a river or natural theme for naming the trail loop: "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."

There was open discussion on the site name. Commissioner Cure' expressed that he wasn't sure about including 'natural area' in the name. The Commission came to a consensus on the naming of the site.

Community Services Supervisor Dawn Norman presented name suggestions received for the trails. She explained these suggestions were received by:

- Attendees at the last Sustainability event
- Trail Volunteers; and
- The Clarkdale-Jerome School 6th Grade Class.

Suggested names received from Sustainability event and trail volunteers:

Deception Trail

Apache Spring

The Swallow Trail
Deception Gulch Trail

Suggested names received from the Clarkdale-Jerome School 6th Grade Class:

Fresh Verde River Spring Trail
Verde Blue Trail
The Stepping Stone Trail
The Trail Of Life
The Old Railroad Trail
The Green Mesquite Trail
Whispering River Trail
Jack Rabbit Trail
Soft Sand Silhouette Trail
Copper's Bridge Trail
Whistle Track Trail
Tuzigoot's Secret
Trickling Spring Trail
Shady Springs Trail
Valley of Datura Trail
Crystal Clear Springs Trail

Community Services Supervisor Norman explained that the list provided by the school was generated through the program offered through the Verde NRCD Ed Center that the Town partners with. Commissioner Zanolli is the Director of Verde NRCD Ed Center and oversees the program. Commissioner Zanolli then explained that she and Town Manager Gayle Mabery had taken the class to the site for one of the field trips and through that experience asked the class if they would provide some name suggestions for the Town to consider.

There was open discussion on the list of suggested names and the name, 'Trail of Life'. The discussion included that the name seemed fitting for the site, with interpretive signage it would support the name - with the abundance of wildlife, the history and significance of the site, the natural vegetation, the running spring and the Verde River. There was a consensus of the Commission to name the trail, the Trail of Life. There was open discussion on the importance of ensuring that the Clarkdale-Jerome School 6th Grade Class received the acknowledgement of naming the trail and that a placard be placed at the site giving them the recognition.

Commissioner Curé motioned to designate and name the area the Big Spring @ the Verde River @ Clarkdale and the trail loop as the Trail of Life, with the acknowledgement to the 6th Grade Class at Clarkdale-Jerome Elementary School for the name. Commissioner Zanolli seconded the motion. The motion passed unanimously.

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

AGENDA ITEM: ADJOURNMENT - With no further business before the Commission and with no objection, the meeting adjourned at 6:26 p.m.

APPROVED:



Shannon Westcott, Chairperson

SUBMITTED BY:



Dawn Norman, Community Services Supervisor