

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

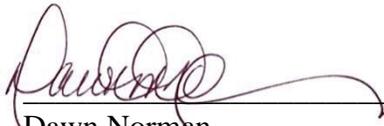
In accordance with Resolution #215 of the Town of Clarkdale, and Section 38-431.02, Arizona Revised Statutes,

NOTICE IS HEREBY GIVEN that the Parks and Recreation Commission of the Town of Clarkdale will hold a Regular Meeting on Wednesday, July 8, 2015, 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 1st day of July, 2015, at 4:00 p.m.

Dated this 1st day of July, 2015.

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. 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.

4. **MINUTES** - Discussion and consideration of the minutes of the Regular Meeting held on May 13, 2015.

NEW BUSINESS:

5. **ELECTION OF VICE CHAIRPERSON** – Discussion and consideration of electing Vice Chairperson of the Parks & Recreation Commission.
6. **FY14-15 PARKS & RECREATION BUDGET** – An update and discussion on the FY14-15 Parks & Recreation Budget.
7. **MOVIES IN THE PARK** – An update and discussion on the Movies in the Park Program.
8. **CONCERTS IN THE PARK** – An update and discussion on the 2015 Concerts in the Park.
9. **CLARKDALE’S OLD-FASHIONED 4TH OF JULY** – An update and discussion on the 2015 Old-Fashioned 4th of July event.
10. **COMMUNITY SERVICES COMMISSION** – A discussion on the formation of a Community Services Commission.
11. **BIG SPRINGS NATURAL AREA TRAIL SYSTEM** – Discussion and consideration of naming the trail system at the Big Springs Natural Area.
12. **FUTURE AGENDA ITEMS** – Listing of items to appear on future agendas.
13. **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, May 13, 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 (Absent)
Vice Chairperson: Barbara Van Wye (Absent)
Commissioners: Peter Curé
Trish Gomez
Lynda Zanolli

Town Staff:
Community Services Supervisor: Dawn Norman

AGENDA ITEM: CALL TO ORDER – Community Services Supervisor Dawn Norman called the meeting to order at 5:30 p.m. It was noted that a quorum was present.

Community Services Supervisor Dawn Norman opened the floor for a motion to appoint a Commissioner to serve as Chair to oversee the meeting due to the absence of both Chairperson Westcott and Vice Chair Van Wye.

Commissioner Cure' motioned to appoint Commissioner Zanolli to serve as Chair to oversee the meeting. Commissioner Gomez seconded the motion. The motion passed unanimously.

Commissioner Zanolli accepted and took over the meeting.

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:

- Concert in the Park – Friday, May 15, 6-7pm, featuring the Great Bear Trio. This concert is sponsored by AZ Dance. Staff was able to secure the SRMG TV Times ad to promote this season's concerts. The ad was published on May 1st.
- Selna-Mongini Ball Field –
 - The grass is growing in and close to being ready to be played on.
 - The Arizona Combat Baseball Club has acquired a donation of material for the warning track. They will be installing the material and new bases. They plan to do the fence repairs and painting of the dugouts and trash cans in the next couple

- Ambassadors:
 - Depending on outcome of outfitter capacities issued – their schedule will be modified for busy times.
 - Expansion of program – Addition of a Safety Boater. This is still in the beginning stages of implementation. A kayak, safety gear, and 1st Aid kit have been purchased. To date, we have had an occasional presence on the river with no set schedule.
- Verde River @ Clarkdale Memberships:
 - The membership application has been modified to include a 2nd name for parking placard.
 - A total of 4 memberships have been sold.
- Commissioner Zanolli shared information on the Verde NRCD (Natural Resource Conservation District) Ed Center contest. The challenge was to understand the community's connections to the river. Everyone in the class researched one community member and wrote an essay. The community was displayed on a class board including pictures and connections. The prize for this contest was a trip down the Verde River from Lower TAPCO to Tuzigoot RAP. The river trips were Tuesday, May 12, and Thursday, May 14. The contest was sponsored by WREP (NAU Water Research and Education Program) and Verde NRCD. NAU grad students provided onsite learning activities focusing on river and riparian health.

Commissioner Zanolli shared that Verde Adventures was hired for the two floats. A few days prior to the trips, Commissioner Zanolli learned that Verde Adventures had not yet secured their permits in Clarkdale. Once receiving this information, Commissioner Zanolli contacted Verde Adventures who then asked if they could change the float to the Camp Verde stretch. This was not an option due to the coordinating of buses, lunches, timeframes, etc. Commissioner Zanolli reached out to one of the new outfitters, South by Southwest, who was able to accommodate them. She informed that they did an exceptional job. In addition, the Town had Ambassadors, both at the site and on the water, who also did an outstanding job.

Commissioner Cure' shared that he had visitors from out of town and he contacted Verde Adventures to do the float from TAPCO to Tuzi. He was informed by the company that they weren't doing the Clarkdale stretch as it was non-navigable and they suggested the Camp Verde stretch. There was open discussion on Verde Adventures and their operations in Clarkdale.

Tuzigoot River Access Point:

- Town Manager Mabery is planning to meet with AZ State Parks to discuss implementing the same operation plan as used at TAPCO RAP, this includes:
 - Installation of gate and closure in conjunction with TAPCO hours.
 - Issuing of Special Event Permits – the Town of Clarkdale to oversee the issuance of permits.

Verde River Poker Run is scheduled for October 3rd. This is the same day that the Downtown Business Alliance holds Clarktoberfest.

Big Spring Natural Area Trail System – Mrs. Bustya’s 6th grade class will be submitting a list of name suggestions by the end of May for the Commission to consider. This will be on the Commission’s next agenda.

AGENDA ITEM: MOVIES IN THE PARK – A discussion on offering outdoor movie showings.

For several years, Staff has been wanting to implement offering outdoor movie showings. Due to costs and staffing issues, staff was not able to consider doing so. The results from the Community Services Survey reflect that the community supports this type of programming/events and staff would like to move forward with the program.

Community Services Supervisor Norman presented to the Commission the plans for offering outdoor movie showings. She explained that the movie showings would be offered throughout the town, including the Town Park, Selna Ball Field, Centerville Park, Caballero Park and Lower TAPCO. The discussion included the purchasing of outdoor cinema equipment and an estimated date as to when the program could be launched.

AGENDA ITEM: DONATION FUNDS – Discussion and consideration to approve the use of donation funds to purchase outdoor cinema equipment.

As presented in the previous agenda item, staff would like to offer outdoor movie showings. In order to do so, outdoor cinema equipment will need to be purchased. Staff is working with several vendors on customized outdoor cinema equipment packages and price quotes. To date, costs received are estimated around \$12,000-\$14,000. The FY14-15 Parks and Recreation budget has \$7,950 for programming. These funds along with funding from the library budget and library donation accounts total to \$10,950. Staff would like to request funds from the Parks and Recreation Donation Account to cover the difference. The Parks and Recreation general donation account has approximately \$3,950. Community Services Supervisor Norman explained that the programming funds must be expended by June 30th and items purchased must be in hand by June 30th. Projects started in this fiscal year must be completed by June 30th in order for the funding to be used.

Commissioner Zanolli had some concerns with spending that large amount on the equipment. Community Services Supervisor Norman explained that this is a one-time, lifetime purchase and the equipment could be used for various programming ideas including but not limited to astronomy, photography, gaming, and sports event showings. In addition, the equipment is portable which gives the flexibility for location. She explained that the City of Cottonwood purchased their outdoor equipment many years ago and they continue to use it, including for this year’s Verde Valley Open Air Cinema program. Commissioners Cure’ and Gomez agreed with staff and stated this would be a great investment for the community. Commissioner Gomez stated that she liked that the movies would be offered in the various neighborhoods.

Commissioner Zanolli inquired if the \$7950 could be utilized on installing a water feature as the Commission has previously discussed. Community Services Supervisor Norman explained that in order for the funds to be used the project would have to be completed fully by June 30th and it was not feasible for that type of project to meet that requirement. Commissioner Cure' added that the cost for that type of project would exceed \$50,000.

Commissioner Cure' motioned to approve the use of donation funds to purchase outdoor cinema equipment. Commissioner Gomez, seconded the motion. The motion passed unanimously.

AGENDA ITEM: CLARKDALE'S OLD-FASHIONED 4TH OF JULY – A discussion on the 2015 Old-Fashioned 4th of July event.

Community Services Supervisor Dawn Norman reported the following:

- Pre-Planning Meeting scheduled with Police Chief, Fire Chief and Public Works Director and Superintendent. Meetings will continue up until the week of the event. In addition to the normal planning discussion, emergency procedures and planning will also be included.
- Schedule of Events - Review and discussion on the scheduled activities and performances. The activities will begin at 7 am with the event concluding at 11 am.
- Volunteers - Review and discussion of the volunteer opportunities. The Vineyard Christian Church has been contacted and they will be assisting with recruiting volunteers.

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 6:42 p.m.

APPROVED:

Shannon Westcott, Chairperson

SUBMITTED BY:

Dawn Norman, Community Services Supervisor



Staff Report

Agenda Item: **FY14-15 PARKS & RECREATION BUDGET** – An update and discussion on the FY14-15 Parks & Recreation Budget.

Staff Contact: Community Services Supervisor Dawn Norman

Meeting Date: July 8, 2015

Background: Staff will review and update the Commission on the FY14-15 budget.

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



Staff Report

Agenda Item: **MOVIES IN THE PARK** – An update and discussion on the Movies in the Park Program.

Staff Contact: Community Services Supervisor Dawn Norman

Meeting Date: July 8, 2015

Background: Staff will update the Commission on the Movies in the Park program.

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



Staff Report

Agenda Item: **CONCERTS IN THE PARK** – An update and discussion on the 2015 Concerts in the Park.

Staff Contact: Community Services Supervisor Dawn Norman

Meeting Date: July 8, 2015

Background: Staff will update the Commission on the 2015 Concerts in the Park.

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



Staff Report

Agenda Item: **CLARKDALE'S OLD-FASHIONED 4TH OF JULY** – An update and discussion on the 2015 Old-Fashioned 4th of July event.

Staff Contact: Community Services Supervisor Dawn Norman

Meeting Date: July 8, 2015

Background: Staff will review the 2015 Old-Fashioned 4th of July event with the Commission.

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



Staff Report

Agenda Item: **COMMUNITY SERVICES COMMISSION** – A discussion on the formation of a Community Services Commission.

Staff Contact: Community Services Supervisor Dawn Norman

Meeting Date: July 8, 2015

Background: In 2009, Council's Strategic Planning agenda focused primarily on preparing Clarkdale to meet serious and continuing economic challenges. Among the numerous ideas and strategies discussed during that session was a community outreach concept which included combining Parks & Recreation and Library services, along with an increased focus on volunteer services. A Community Services Department was formed to facilitate this vision.

Since 2009, the Community Services Department has worked on presenting the department as such, steering from being identified as Parks and Recreation or Library since the department includes both operations.

At that time, one of the items for future consideration, was to eliminate the Parks & Recreation Commission and Library Advisory Board and form a Community Services Commission. This Commission would be an advisory board to the Council relating to community services.

This is the beginning discussion on the formation and future of the new Commission and how it relates to the current Parks & Recreation Commission and Library Advisory Board.

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



Staff Report

Agenda Item: **BIG SPRINGS NATURAL AREA TRAIL SYSTEM** – Discussion and consideration of naming the trail system at the Big Springs Natural Area.

Staff Contact: Dawn Norman, Community Services Supervisor

Meeting Date: July 8, 2015

Background: On January 14, 2015, the Commission reviewed several names submitted for the trail system located at the Big Springs Natural Area. At that time, the Commission made a recommendation to Council to designate and name the trail loop as the Trail of Life, ensuring that an acknowledgement be given to the 6th Grade Class at Clarkdale-Jerome Elementary School for the name.

On February 10, 2015, the recommendation was brought forward to Council to consider and approve the name ‘Trail of Life’. The Council was very supportive of requesting the CJES 6th Grade Class to submit ideas for the name. There was concern with “Trail of Life” and how the name would be perceived without explanation. The thought was because the name submissions were made prior to receiving the history on the site that maybe if the class had that information along with the area name, the name submissions would be more in line with the area name. After discussion, it was decided to ask the class to re-submit 3 name choices to be considered by the Parks & Recreation Commission and Council.

The request was sent to the 6th Grade Class at Clarkdale-Jerome School. Mrs. Bustya’s 6th Grade Class submitted the following name suggestions:

- Cow Springs
- Blooming Flower Trail
- Verde Blue Trail
- Crystal Spring Trail
- Whispering Snake Trail
- Hobo Spring Trail
- Schoolhouse River Trail
- The Little Spring Walk
- The Historical River Trail
- Tuzigoot's Retreat
- Mesquite's Shadow

Mrs. Scott’s class was not able to participate due to projects her class was already committed to.

Recommendation: Staff recommends that the Commission approve a name for the trail loop located at the Big Springs Natural Area.