

MINUTES OF A REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION OF THE TOWN OF CLARKDALE SCHEDULED ON TUESDAY, AUGUST 18, 2003 IN THE CLARK MEMORIAL LIBRARY, BASEMENT MEETING ROOM, 55 N. NINTH STREET, CLARKDALE, ARIZONA.

A Regular Meeting of the Parks and Recreation Commission of the Town of Clarkdale scheduled on Tuesday, August 18, 2003 at 1:00 pm in the Clark Memorial Library, Basement Meeting Room Clarkdale, Arizona.

Parks and Recreation Commission:

Chairperson:	Tom Evans (absent)
Vice Chairperson:	Elizabeth Rose Augusto
Commissioners:	James Parsons
	Rodney Fielitz
	Amy Manhardt

Staff:	Gayle Mabery, Town Manager
	Joyce Driscoll, Town Clerk
	Chris Keller, Administrative Assistant
	Nancy Elkins, Administrative Assistant

Others in attendance: None

Vice Chairperson Augusto called the meeting to order at 1:00 pm and noted that Chairperson Evans was absent.

MINUTES: Consideration of the minutes of the Regular Meeting held July 21, 2003 and the Special Meeting held August 5, 2003. Vice Chairperson Augusto stated that she has several corrections to the minutes of 7-21-03 and has revised copies for replacement. Vice Chair Augusto questioned minutes of boards/commissions included in the council packets. Town Clerk Driscoll explained that those copies are in draft form. Vice Chair Augusto continued to read off several paragraphs that she felt were incorrect and should be changed to reflect her revised copies, Commissioners' Manhardt, Parsons and Fielitz opposed continuing with Vice Chairperson Augusto's changes as they felt it was not necessary to "rehash" every detail, taking into consideration the amount of time taken away from the important issues that were to be discussed.

Commissioner Parsons moved to accept the minutes of July 21, 2003 as read, Commissioner Fielitz seconded and the motion carried 3 to 1, with Vice Chairperson Augusto opposing.

Commissioner Parsons made a motion to accept the minutes of the Special meeting of August 5, 2003, Commissioner Fielitz seconded the motion.

Vice Chairperson Augusto stated that she felt her comment on page 3 of the minutes regarding the gazebo post's did not reflect her true statement. She then passed out a revised copy of corrections to the minutes of August 5, 2003, Commissioner Fielitz withdrew his second to the motion.

Commissioner Parsons moved to accept the minutes of the Special meeting of August 5,2003 to read "Special" meeting instead of "Regular", and on page 3, 2nd sentence to read "historical posts", Commissioner Manhardt seconded and the motion passed unanimously.

REPORTS: Vice Chairperson's Report: Vice Chairperson Augusto reported that she attended the town council meeting of 8-12, giving the commission handouts of statements made to the council regarding recommendations on replacing or restoring the gazebo. Vice Chairperson Augusto also reported that Chairperson Evans submitted his resignation from the Parks/Recreation Commission.

Staff Report: Town Manager Mabery reported that Tom Evans resignation has not been accepted by the council, 2 members requested the opportunity to talk to him and ask that he remain on the commission. There will be discussion and a decision at the September 9th, Regular meeting.

Town Manager Mabery stated that an investor has inquired about the property that includes the Orianta Trail. He is waiting to see a development plan before making any final decisions. Vice Chairperson Augusto inquired as to what that means for the Commission, Town Manager Mabery stated that if the property is sold, the Orianta Trail will not be included in the trails plan.

OLD BUSINESS:

CABALLERO PARK - *Consideration of changes/additions to Caballero Park and making a recommendation to the Clarkdale Town Council.* Town Clerk Driscoll stated she had the town crew look at the monkey bars that Commissioner Fielitz offered to donate for Caberello Park. She reported that the crew felt the monkey bars in storage was a better choice, due to the fact the equipment to be donated was in several pieces. Town Clerk Driscoll noted that the monkey bars in storage were removed from the upper town park to place new equipment.

Town Clerk Driscoll stated that a complaint was registered with the town by a neighbor of Caberello Park regarding children climbing and damaging their fence to retrieve balls that would go over their fence when playing soccer. The complaintee felt that the kids were using the swing set as a goal and suggested the town purchase goals to be placed at either end of the park. Town Clerk Driscoll displayed pictures of the park and neighbors fence to the Commission. After further discussion it was the consensus of the Commission to do an onsite tour of town parks before placing additional equipment.

Vice Chairperson Augusto moved to table this item until the next regular meeting

and after the onsite tour of town parks, Commissioner Parsons seconded and the motion carried unanimously.

PARK EVENTS - *Consideration of possible events to be held in Town Parks.*

This item was tabled until the next regular meeting.

NEW BUSINESS:

WORKSESSION - *A worksession regarding meeting structure, parliamentary procedure and staff and board/board member responsibilities.* Town Clerk Driscoll reviewed the pros and cons of parliamentary procedures. She noted that in the “by the book” rules of the procedures, Chairperson’s do not vote when motions are made. When there is a call for question, that means there will be no additional discussion. The need for clear and correct wording is important, noting that before a motion is final, the town council will have staff read it first.

Regarding the seventy-two (72) rule that minutes are to be typed after a meeting, Town Manager Mabery explained that the motions, time’s the meeting started and finished and those in attendance are the legal requirements. She stressed the importance of a comfortable working relationship or partnership between a board/commission and the staff liaison. Board members and commissioners cannot give direction to town staff.

Town Clerk Driscoll reviewed the role of staff. Town staff’s role is to provide factual information to assist board/commission’s and town council in making their decisions. Depending on the project(s) that require’s a staffmember’s time, is determined by that staff member’s supervisor. Document’s that are created by a board or commissioner becomes a town document. Copies of information, etc. can be done at the town hall office, then added to the meeting packets.

Discussion continued regarding the election of officers. Voting in officers in June may be premature for new board members coming on board, however, there are also lengths of terms to consider.

FUTURE AGENDA ITEMS - Orianti trail update, review and explanation of budget report, hike/bike concept, consideration of changes to the meeting time, discussion of parks/recreation activities/responsibilities, report on parks/recreation assets, discussion of town park events, consideration of date and time for tour of parks, election of chairperson.

ADJOURNMENT. With no further business before the Commission, the meeting adjourned at 2:30 p.m.

Submitted:

Chris Keller, Administrative Assistant

Approved:

Attest:

Elizabeth-Rose Augusto, Vice Chairperson

Joyce Driscoll, Town Clerk