

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON MONDAY, OCTOBER 15, 2007, IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.

A REGULAR meeting of the Planning Commission of the Town of Clarkdale was held on Monday, October 15, 2007, at 6:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

Planning Commission:

Chairperson	Amy Bayless	Present
Vice Chairperson	Dave Puzas	Present
Commissioners	Jorge Olguin	Present
	Sarah Vinson	Absent

Staff:

Community Development Director	Sherry Bailey
GIS Technician	Guss Espolt
Administrative Assistant	Vicki McReynolds

AGENDA ITEM: CALL TO ORDER: The Chairperson called the meeting to order at 6:00 p.m.

AGENDA ITEM: ROLL CALL: The Administrative Assistant called roll.

AGENDA ITEM: MINUTES: Consideration of the Regular Meeting Minutes of September 17, 2007. Commissioner Puzas made a motion to approve the minutes of September 17, 2007. Commissioner Olguin seconded the motion. The motion passed unanimously.

AGENDA ITEM: REPORTS:

Chairperson's Report: This Saturday will be the first Heritage Dance for the season with Sentimental Journey.

Staff Report: This year the Boards & Commissions Conference will be on December 7th with a broader agenda than in the past. Staff will advise Commissioners of the details. Guss Espolt, our GIS Technician presented a Town of Clarkdale Subdivision & Overlay District map to the Commissioners. There is a zoning map for viewing on the Town's website.

AGENDA ITEM: PUBLIC COMMENT: None.

NEW BUSINESS

AGENDA ITEM: ELECTIONS: For Chairperson and Vice Chairperson.

Commissioner Puzas motioned to elect Commissioner Bayless as Chairperson. Commissioner Olguin seconded the motion. Commissioner Bayless accepted the nomination and was elected unanimously. Commissioner Olguin motioned to elect Commissioner Puzas as Vice Chairperson. Chairperson

Bayless seconded the motion. Commissioner Puzas accepted the nomination and was elected unanimously.

AGENDA ITEM: DISCUSSION & POSSIBLE ACTION: Discussion and possible action of changing the regular scheduled meeting day from the 3rd Monday of each month, to the 4th Thursday of each month.

Action: Vice Chairperson Puzas motioned to approve the change with the following stipulation: November meeting will be the 3rd Thursday in the Town of Clarkdale Library, December meeting will be cancelled, January 2008 will begin with the 4th Thursday of each month. Commissioner Olguin seconded the motion. The motion passed unanimously.

AGENDA ITEM: DISCUSSION: Follow up discussion from Prop 207 Workshop of October 4, 2007.

Following are areas discussed:

- Commissioners stated the “fear factor” is less than what was originally thought, i.e., “recommending the public follow set standards vs. “forcing” them to.
- There is a definite need to develop “Standards”
- Executive Sessions would allow more freedom for discussion
- The Community Development Director said Mr. Sims (from the Prop 207 Workshop) will work with our Attorney to “possibly” follow what Paradise Valley does regarding “form based”.
- Form based codes/setting up standards will include informing the public and allow the Commissioners to “move forward” more quickly
- Commercial District/89-A will be the next upcoming area to develop standards
- Commissioners want to be proactive vs. reactive
- Form based typically looks at appearance (other areas need to be considered: noise, odors, etc.)
- Prop 207 can be seen as a positive
- Public input is very important for the future

The Community Development Director shared that the Town has a unique opportunity regarding Clarkdale Minerals Corp. They are looking to annex 460 acres and want to do a development plan.

- Conduct a focus charrette with the public during the next 6 months to gather input
- Town Council and Planning Commission will play a role in this process.
- KEY POINT: The Commissioners want to assist in educating the public and involving them.

AGENDA ITEM: DISCUSSION: Paradise Valley Ordinances

Many of the points discussed in the Prop 207 Agenda Item cross over in to the Paradise Valley Ordinances discussion. The Special Use Permit Guidelines handout Table of Contents covered:

- General Purpose
- Lighting
- Open Space Criteria
- Buildings

The Community Development Director will email Mr. Sims to highlight points as she understands them. He can then go over it with our Attorney and the information can be brought back to the Planning Commission at a later date.

AGENDA ITEM: DISCUSSION: STaR Division Newsletter, Small Town and Rural Planning Division, (A Division of the American Planning Association.) Handout provided in packets.

- The Division Newsletter will be provided to the Commissioners
- If the Commissioners find an item of interest in the Newsletter, it could possibly be brought up as a future agenda item.
- Staff will include the Newsletter as they come up

AGENDA ITEM: FUTURE AGENDA ITEMS:

- November meeting discussion of a possible joint meeting with Town Council (in January?)
- Outline of Charrette formalities

AGENDA ITEM: ADJOURNMENT: Vice Chairperson Puzas motioned to adjourn the meeting. Commissioner Olguin seconded the motion. The motion passed unanimously. The meeting adjourned at 7:25 p.m.

APPROVED BY:

SUBMITTED BY:

Amy Bayless
Chairperson

Vicki McReynolds
Administrative Assistant

MINUTES OF A REGULAR MEETING OF THE BOARD OF ADJUSTMENT OF THE TOWN OF CLARKDALE HELD WEDNESDAY, OCTOBER 24, 2007, IN THE CLARK MEMORIAL LIBRARY, 39 N. NINTH STREET, CLARKDALE, AZ.

A Regular Meeting of the Board of Adjustment of the Town of Clarkdale was held on Wednesday, October 24, 2007, at 6:00 p.m. in the Clark Memorial Library.

Board of Adjustment:

Chairperson	Anita Simgen	Present
Vice Chairperson	Lee Daniels	Present
Board Members	Richard Dehnert	Present
	Robyn Prud'homme-Bauer	Present
	Larry Conners	Present

Staff:

Building Official	Mike Baker
Administrative Assistant	Vicki McReynolds
GIS Technician	Guss Espolt

Others in Attendance: None.

AGENDA ITEM: CALL TO ORDER: The Chairperson called the meeting to order at 6:00 p.m.

AGENDA ITEM: ROLL CALL: Administrative Assistant called roll.

AGENDA ITEM: MINUTES: Consideration of minutes from the regular meeting of July 25th, cancelled meeting of August 22nd and September 26, 2007. Board Member Dehnert made a motion to approve the regular minutes of July 25, cancelled meeting of August 22nd and September 26, 2007. Board Member Conners seconded the motion. The motion passed unanimously.

AGENDA ITEM: REPORTS:

Chairperson's Report: The Chairperson welcomed the two new Board Members, Robyn Prud'homme-Bauer and Larry Conners. It was recommended that the Members try to attend the December 7th Boards & Commissions Conference as it will be very informative with several new topics.

The Board Members discussed Prop 207 as it relates to the Board and how it impacts the potential applicant, the Town, etc. For those who did not attend the workshop on October 4th, the handout will be copied to the members. The Board felt there should

be a follow up discussion "after" the December 7th Conference regarding Prop 207 at a later meeting.

Staff Report: The GIS Technician provided maps that he created for the Board Members to utilize, (Streets of Clarkdale and the Zoning & Street Map).

The Building Official welcomed the two newest members to the Board and expressed sincere gratitude for everyone's participation on the Board of Adjustment. He stated that their decisions are of the utmost importance as there are no appeals for this Board except the Civil Courts. The Building Official provided the new members handouts as it relates to their role on the Board of Adjustment. If anyone has any questions, please feel free to contact Mike Baker at the Community Development Department.

AGENDA ITEM: PUBLIC COMMENT: None.

NEW BUSINESS

AGENDA ITEM: ELECTIONS: For Chairperson and Vice Chairperson.

Board Member Dehnert made a motion to elect Board Member Simgen as Chairperson. Board Member Conners seconded the motion. Board Member Simgen accepted the nomination and was elected unanimously. Board Member Prud'homme Bauer made a motion to elect Board Member Daniels as Vice Chairperson. Chairperson Simgen seconded the motion. Board Member Daniels accepted the nomination and was elected unanimously.

AGENDA ITEM: CONSIDERATION AND POSSIBLE ACTION: Board of Adjustment Meeting Location Change. Approval of relocating the regular scheduled Town of Clarkdale meetings to the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ starting November 28, 2007.

Board Member Dehnert made a motion to relocate the regular scheduled Town of Clarkdale meetings to the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ starting November 28, 2007. Chairperson Simgen seconded the motion. The motion passed unanimously.

AGENDA ITEM: FUTURE AGENDA ITEMS:

-After the Boards & Commissions December 7th Conference - A follow up meeting to discuss Prop 207 at a later meeting

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**Board of Adjustment
October 24, 2007**

AGENDA ITEM: ADJOURNMENT: Board Member Dehnert motioned to adjourn the meeting. Vice Chairperson Daniels seconded the motion. The motion passed unanimously. The meeting adjourned at 6:30 p.m.

APPROVED BY:

Anita Simgen
Chairperson

SUBMITTED BY:

Vicki McReynolds
Administrative Assistant

MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, OCTOBER 10, 2007, AT 6:00 P.M. IN THE CLARKDALE LIBRARY BUILDING, 39 N. NINTH STREET, CLARKDALE, AZ.

A Regular Meeting of the Design Review Board of the Town of Clarkdale was held on Wednesday, October 10, 2007, at 6:00 p.m. in the Clarkdale Library Building, 39 N. Ninth Street, Clarkdale, AZ.

Board Members:

Chairperson	Charles Scully	Present
Vice Chair	Marsha Foutz	Present
Board Members	Dennis Rhoades	Present

Staff:

Community Development Director	Sherry Bailey
Planner II	Normalinda Zuniga
GIS Technician	Guss Espolt

Others in Attendance: Jim Spears, Dennis & Geri Branaman, Ron Black, Soledad Barjas, Stan & Lynn Makow, Karen Maddy, Barak Speed, Prisca Moreland.

AGENDA ITEM: CALL TO ORDER: The Chairperson called the meeting to order at 6:00 p.m.

AGENDA ITEM: ROLL CALL: The Planner II called roll.

AGENDA ITEM: MINUTES: Consideration of the Special Meeting Minutes dated September 26, 2007. Board Member Rhoades motioned to approve the minutes of September 26, 2007. Board Member Foutz seconded the motion. The motion passed unanimously

AGENDA ITEM: REPORTS:

Chairperson's Report: The Chairperson reported there will be a Verde Valley Housing Task Force Meeting on October 25th at 12:00 p.m. at the Yavapai County Building. Board Member Foutz noted there will be a workshop at Mingus High School regarding Greywater Harvesting.

Staff Report: There will be a Boards & Commissions Conference on December 7th. Staff will contact Board Members and Commissioners to see who would like to attend.

AGENDA ITEM: PUBLIC COMMENT: Jim Spears, Verde Highlands, LLC, showed pictures of street signs that have been compiled. The street signage was approved a month ago.

NEW BUSINESS:

AGENDA ITEM: DISCUSSION & POSSIBLE ACTION: DRB-2007-48 Design Review for new signage on front of building at 1151 W. Hwy 89-A, Parcel Number 406-26-313A, Titan Trucking.

Staff Report: Background:

Mr. Barak Speed owner of Titan Trucking has submitted an application for design review for a sign to be placed on the east side of his building visible from Hwy 89-A. The material of the sign is vinyl, colors

DRAFT

*Design Review Board
October 10, 2007*

and graphics as shown on pictures provided in packet. The proposed sign complies with the Town of Clarkdale Zoning Code. Section 7-3 F states: No one use may utilize more than a total number of three (3) on-premises signs in conformance with this code (under canopy signs shall not count toward the maximum) per street frontage, and provided that no one use shall exceed a maximum of four (4) on-premises signs.

Staff Recommendation: The Board may choose to approve, approve with stipulation or deny this application. Staff recommends approval.

Applicant: Mr. Barak explained the signage: the size, location and the plywood that is there currently will be painted the same color as the building, then the sign over it. He referred the members to the pictures that were provided.

Questions to Staff/Applicant:

The Board Members received clarification from the applicant the material used for the sign, location and color.

Discussion: The Board stated they would rather see the plywood beneath the sign painted white.

Action: Board Member Foutz made a motion to approve DRB-2007-48 sign request as proposed by Barak Speed of Titan Trucking, with the stipulation that the plywood beneath the sign be painted white. Board Member Rhoades seconded the motion. The motion passed unanimously.

AGENDA ITEM: DISCUSSION & POSSIBLE ACTIONS: DRB-2007-49-Design Review for The Newstand, front entrance, located at 911 N. Main Street, Parcel Number 400-03-161.

Staff Report:

Prisca Moreland is the applicant and the owner of The Newstand bar, located within the Clarkdale Historic District at 911 N. Main Street. Mrs. Moreland is seeking Design Review approval for changes she would like to make to the exterior of her building. The applicant is attempting to comply with the Smoke Free Arizona Act by providing a separate area for smokers to utilize while frequenting her establishment.

Mrs. Moreland would like to remove the door, windows and knee high wall that face Main Street and replace them with a security door with screening, and security bars with screening (see renderings and photos in your packet). After discussing these alterations with the Arizona Department of Health Services, these alterations do meet the Smoke Free Arizona Act requirements. Mrs. Moreland's property is listed as a contributing building within the Clarkdale Historic District which received designation in 1998. Changes to the building may result in compromising its integrity and therefore no longer considered a contributing building in the Clarkdale Historic District.

As stated in Section 17-4-2 of the Town Code:

The purpose of the Design Review Board is to review the exterior design of proposed new buildings, proposed alterations to buildings and major development or redevelopment projects which do not include new buildings with the Town of Clarkdale, in order to insure that new development or redevelopment is compatible with the surrounding environment, and to preserve and protect the integrity and character of the Town of Clarkdale, as applicable.

October 10, 2007

The Design Review Board shall review applications for design approval of new construction, alterations, additions, or renovations to existing buildings or structures and shall have the power to approve, conditionally approve, or disapprove all such requests. The decisions will be based on the following criteria:

ARCHITECTURAL MERIT, PROPORTION, OPENINGS, PATTERN, SPACING, ENTRANCES-PORCHES & PROJECTIONS, MATERIAL-TEXTURE & COLOR, ROOFS, ARCHITECTURAL DETAILS, ACCESSORY DETAILS, ACCESSORY FEATURES, LANDSCAPING AND LIGHTING.

Applicant:

Prisca Moreland explained the renderings that were submitted to the Board Members in their packets. The screen door will be for exiting only. Prisca offered the Board Members to stop by and see her place.

Discussion:

After discussing the proposed front entrance as it related to the renderings provided, the Community Development Director stated the Building Inspector can look at the building and see if there are any other possible alterations to be considered as compared to what has been presented this evening.

The Board Members agreed this agenda item, (The Newstand), front entrance, located at 911 N. Main Street, be continued to the next Design Review Board meeting.

AGENDA ITEM: DISCUSSION & POSSIBLE ACTIONS: DRB-2007-50/SPR-2007-20 Design Review and Site Plan Review for The Highlands Wastewater Treatment Package Plant.

Staff Report: Background:

The Highlands Development Agreement calls for the construction of a Class A Wastewater Treatment Plant that can accommodate the residential and commercial areas within this development. This plant is to be the bridging plant until the Town of Clarkdale finishes construction of our new treatment plant. At that time this plant will become a backup emergency plant for this side of Clarkdale or the Plant will be removed.

This is a Class A treatment plant and the treated effluent will be used on the parks within The Highlands, the landscaping for the commercial areas and as a backup it will be piped to the cemetery. The holding and treatment tanks are buried at the site. There are two percolation ponds on site for use if the site during a storm, the system is inundated and cannot process the water quickly enough. The Highlands group will have management of this plant and will be held accountable for control of the site including managing any standing water that may be in the ponds.

There is one building, 34' X 16', to be built on the site. The chemical storage for treatment is located at one end and the building houses a small work area/office, utility and a wash area. The site is to be fenced with six foot cedar fencing with landscaping on the outside of the fencing. At this time the landscaping has not been determined. The landscape choice is waiting for input from the Public Works Director since this will ultimately be a Town facility. Any plantings will be kept low and will be on the Town approved plant list.

Site Plan Review:

Section 17-W-A-(4)(5) under **APPLICABILITY OF REVIEW** calls for site plan review when *"The establishment of a new commercial or industrial use even if no buildings or structures are proposed, including uses such as gravel pits, cemeteries, golf courses, and other nonstructural commercial or industrial uses. The construction or expansion of paved areas or other impervious surfaces, including*

DRAFT

Design Review Board

October 10, 2007

walkways access drives, and parking lots involving an area of more than two thousand five hundred (2,500) square feet.”

Staff requests that the Design Review Board review the application in accordance with the Approval Standards and Criteria outlined in Chapter 11 and Zoning requirements in chapter 3.

-Utilization of the Site: Building Placement, Building Entrances, Building Orientation

-Traffic Access & Parking: Adequacy of the Road System and Access into the Site, Access way location and spacing, Internal Vehicular Circulation

-Pedestrian Access

-Storm Water Management

-Erosion Control

-Water Supply

-Sewage Disposal

-Utilities

-Natural Features

-Groundwater Features

-Groundwater Protection

-Water Quality Protection

-Hazardous, Special and Radioactive Materials

-Capacity of the Applicant

-Solid Waste Management

-Floodplain Management

-Exterior Lighting

-Buffering

-Noise

-Storage Materials

Design Review

The criteria listed below are the standard by which proposed building design is evaluated.

ARCHITECTURAL MERIT, PROPORTION, OPENINGS, PATTERN, SPACING, ENTRANCES-PORCHES & PROJECTIONS, MATERIAL-TEXTURE & COLOR, ROOFS, ARCHITECTURAL DETAILS, ACCESSORY FEATURES, LANDSCAPING, LIGHTING.

Staff Comments

The Design Review Board may approve the plan as submitted, conditionally approve with stipulations, or disapprove this application as filed. Staff is proposing some stipulations that we recommend if the Board approves this application.

Recommendation

Staff has reviewed the application and site plan and recommends approval. If the Board decides to approve the application, staff requests that the following stipulations be included:

1. All exterior lighting must meet the Town of Clarkdale lighting codes.
2. The landscape plan must meet the Public Works Director's recommendations.
3. A mosquito abatement plan must be submitted to the town for approval.

Staff: Staff gave background on the history of the project. One issue that was raised with this development of 240 homes was the Town wouldn't be able to handle sewage of this amount for the homes. Applicant was directed to install a temporary sewer plant until the Town sewer system was upgraded and able to handle the new development. Now the Town has decided that it may be in the Town's best interest to keep the plant and use as a back up for this part of the town.

Applicant: Jim Spears explained the difference between a Package Plant vs. Waste Water Treatment Plan. A Package Plant is removable. The pump house is to be below grade and is the control building. All tanks are below the ground. Design of the control building will be stucco with a sloped roof. The access of the building will be off Mescal Spur. The pond is not a settling pond, it is a percolation pond.

Questions to Staff/Applicant:

Following are responses from questions of the Board:

- The neighbors have been notified only by a posted sign. (The Board asked that a presentation be given to the neighbors).
- Lighting at night will be only at the control building.
- A 6 foot cedar fence will keep people out of the ponds. (The fence does go all the way to the ground).
- As far as other residents in Mescal Spur being hooked up, the Community Development Director discussed the idea of a facilities district.
- The plants use for commercial purposes can't be answered at this time.
- There is a backup generator at the plant in case the power goes out.
- Applicant showed residents access road coming off Mescal Spur
- Some resident's concern was to soften the look/impact of the cedar fence.

Ron Black-1575 Cholla: Had concerns about the pump house measurements.
Answer from Applicant: 8 feet in height and 30' long X 16' wide

Soledad Barjas: Asked applicant when there is a problem, is that when the plant will be used?
Answer from Applicant: The Town's plant is not going to be ready by the time this development occurs, so this temporary plant will be in place to handle this development's wastewater.

Stan Makow-820 Mescal Spur: This is a temporary plant, when will this be removed?
Answer from Applicant: This is an indefinite use.

The Community Development Director commented on the landscaping: The Town wants to be actively involved in the landscaping as the Town will be maintaining it. The landscaping plan will come before the Board at a later date.

Discussion:

Following areas were noted:

- Shingle roof possibly to be brown
- Stucco will be tan
- Only security lighting on the control building
- Building will not be visible by surrounding neighbors
- Fence to be natural cedar

/s/

Action: Board Member Foutz motioned to approve SPR-2007-20 noting that the visible left 6 foot cedar fence is rounded on top and exterior of the fence has velvet mesquite, with other landscaping to be determined in the future. The gate will be cedar slats. Board Member Rhoades seconded the motion. The motion passed unanimously. Board Member Foutz motioned to approve DRB-2007-50 as designed with the brown roof, tan stucco and not visible from the street. Board Member Rhoades seconded the motion. The motion passed unanimously.

AGENDA ITEM: ELECTIONS: For Chairperson and Vice Chairperson.
Board Member Foutz motioned to elect Board Member Scully as Chairperson. Board Member Rhoades seconded the motion. Board Member Scully accepted the nomination and was elected unanimously.
Board Member Rhoades motioned to elect Board Member Foutz as Vice Chairperson. Chairperson Scully seconded the motion. Board Member Foutz accepted the nomination and was elected unanimously.

AGENDA ITEM: FUTURE AGENDA ITEMS:

AGENDA ITEM: ADJOURNMENT: Board Member Rhoades made a motion to adjourn the meeting. Board Member Foutz seconded the motion. The motion passed unanimously. The meeting adjourned at 7:35 p.m.

APPROVED BY:

SUBMITTED BY:

Charles Scully
Chairperson

Normalinda Zunida
Planner II

Minutes of a Regular Meeting of the Library Advisory Board of the Town of Clarkdale, Held on October 4, 2007 at 9:00 a.m. in the Clark Memorial Library, Clarkdale, Arizona

A regular meeting of the Library Advisory Board of the Town of Clarkdale was held on October 4, 2007 at 9:00 a.m. in the Clark Memorial Library, 39 North Ninth Street, Clarkdale, Arizona.

Members: John Stevenson, Chairperson
Roberta Peterson, Vice Chairperson
Gloria Browne
Sue Hill (absent)
Margaret Krznarich
Vacancy
Vacancy

Staff: Library Manager Hawken

Others in attendance: Jean Stevens

AGENDA ITEM: CALL TO ORDER -

Chairperson Stevenson called the meeting to order at 9:05 a.m. and noted that Boardmember Hill was absent.

AGENDA ITEM: PUBLIC COMMENT - None.

AGENDA ITEM: MINUTES- Consideration of the minutes of the regular meetings held on June 7, August 2 and September 6, 2007.

Boardmember Browne moved to approve the minutes. Boardmember Krznarich seconded and the motion passed unanimously.

AGENDA ITEM: REPORTS ON RECENT EVENTS:

Chairperson - No report.

Staff - No report.

AGENDA ITEM: ELECTION OF OFFICERS -

Discussion and consideration of the election of officers.

Boardmember Peterson nominated John Stevenson as chairperson. Boardmember Krznarich seconded and the motion passed unanimously.

Boardmember Krznarich nominated Gloria Browne as vice-chairperson. Boardmember Peterson seconded and the motion passed unanimously.

AGENDA ITEM: MEETING SCHEDULE - Discussion and consideration of the meeting schedule.

Chairperson Stevenson moved to change the meeting schedule to the second Thursday at 9:00 am. Boardmember Krznarich seconded and the motion passed unanimously.

AGENDA ITEM: BOOK SALE - Discussion and consideration of the Ice Cream Social.

General discussion about donated book storage and the use of the Ladies Lounge.

AGENDA ITEM: FUTURE AGENDA ITEMS-

1. Library Survey
2. Library Board meeting schedule.
3. Book sale.

AGENDA ITEM: ADJOURNMENT -With no further business and without objection, the meeting adjourned at 9:30 a.m.

APPROVE:

John Stevenson, Chairperson

SUBMIT:

Charlotte Hawken, Library Manager

**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 the 1st day of October, 2007, at 5:30 p.m. in the Finance Building Conference Room, 890 Main Street, Clarkdale, Arizona.

Chairperson: Lynda Zanolli
Vice Chairperson: Maya Radoccia
Commissioners: Krysta Dehnert (Absent)
Bethany Bezdek
Alice Burroughs

Town Staff:
Parks and Recreation Supervisor: Dawn Norman

Others in Attendance: Robyn Prudhomme' Bauer

AGENDA ITEM: CALL TO ORDER – Chairperson Zanolli called the meeting to order at 5:35 p.m. It was noted that a quorum was present.

AGENDA ITEM: PUBLIC COMMENT –

Robyn Prudhomme' Bauer, Clarkdale, stated that she would like the Parks and Recreation Board to discuss installing a safe pathway for pedestrians along Clarkdale Parkway. She explained that there are many pedestrians using the route include walking groups and that it is a safety concern to many citizens. She requested that that the Board include this item on the next agenda.

AGENDA ITEM: MINUTES - Discussion and consideration of minutes of the Regular Meeting held on September 4th, 2007.

Chairperson Zanolli moved to approve the minutes as they were written and Commissioner Burroughs seconded the motion. The motion passed unanimously.

AGENDA ITEM: REPORTS –

CHAIRPERSON'S REPORT – No Report.

STAFF REPORT - Parks and Recreation Supervisor Norman informed the Board that the Concerts in the Park brochure had been completed. She reviewed the brochure with the Board. There was open discussion on the brochure. Parks and Recreation Supervisor Norman stated that Saturday's concert was the last concert in the series and that she would like to request additional help from the Board. Her plan was to focus on getting the surveys completed while the board members sell the 50/50 raffle tickets. Parks and Recreation Supervisor Norman continued to state that she was very successful with getting concert attendees to complete the survey at the Sentimental Journey concert since the Lions Club handled the 50/50 raffle.

FINANCE REPORT - Parks and Recreation Supervisor Norman reviewed the August Financial Reports with the Board.

NEW BUSINESS:

AGENDA ITEM: CHAIR AND VICE CHAIR – Discussion and consideration of appointing chairperson and vice chairperson.

Commissioner Burroughs moved to nominate Commissioner Zanolli as Chairperson and Commissioner Radoccia seconded the motion. The motion passed unanimously. Commissioner Zanolli moved to nominate Commissioner Radoccia as Vice Chairperson and Commissioner Burroughs seconded the motion. The motion passed unanimously.

VERDE VALLEY THEATRE – Discussion and consideration of the proposed workshop/program presented to Verde Valley Theatre in partnership with Parks and Recreation.

Verde Valley Theatre Representative Robyn Prudhomme' Bauer informed that there would not be a workshop offered for the Christmas Pageant as proposed due to scheduling conflicts. The theater proposes that the workshops be offered in the spring, either March or April. She stated that Christine McNeil would teach the workshop and would limit the class size to 10-12 children. She said the theatre would like the Parks and Recreation Board to assist in promoting the workshops and making arrangements for the location of the classes. She informed that the theatre would have sign up sheets at the Christmas Pageant auditions to see what type of interest there was. Parks and Recreation Supervisor Norman offered to assist with seeking out the interest at the Clarkdale-Jerome School.

Verde Valley Theatre Representative Roby Prudhomme' Bauer distributed a flyer announcement regarding the Christmas Pageant auditions. There was discussion regarding the auditions and the children's roles in the performance.

Commissioner Radoccia inquired about the rehearsals and what type of commitment would the children be required to make. Verde Valley Theatre Representative Roby Prudhomme' Bauer explained that rehearsals would be held 2 to 3 nights per week until the performance date got closer at which time the number of rehearsals held would increase.

There was discussion regarding the workshops and the concensus of the Board was very supportive of the concept. The Board agreed that they would like to continue discussions with the theatre until all the specifics are set in place.

AGENDA ITEM: PARK USE RULES AND REGULATIONS – Discussion and consideration of the park use rules and regulations.

Parks and Recreation Supervisor Norman reviewed the current Park Use Agreement, Town Ordinance regarding Park Rules and permits, and information received from the town's risk pool with the Board.

There was open discussion on the rules, park rentals and liability insurance. There was discussion that the User's Agreement needed to be revised to clarify to user's that the park is still open to the public's use and that the gazebo is the only part of the park that is being rented.

There was open discussion on the resolution and what constituted the requirement of attaining a park use permit. There was discussion that the resolution was not clear and concise on establishing required park use permits. There was open discussion regarding the use of alcohol in the parks. The Board requested that staff seek information and research allowing alcohol use in the parks and to prepare a beginning draft of a new User's Agreement and resolution on permit uses and requirements.

AGENDA ITEM: HALLOWEEN - Discussion and consideration of the upcoming Halloween on Main Street event.

Parks and Recreation Supervisor Norman explained what is planned for Halloween and informed the Commissioners that volunteers were needed to assist with: dividing the candy for the residents, distribution of the candy to the residents and judging of the costume contest.

AGENDA ITEM: POOL – Discussion and consideration of purchasing pool system equipment.

Parks and Recreation Supervisor Norman stated that she will be meeting with a salesperson from Aquatic Environmental Systems tomorrow. She informed that she had an estimated amount as to what the system would cost but that she would have the proposal available at the next meeting for their approval to move forward with the purchase.

AGENDA ITEM: NEW YEAR'S EVE EVENT – Discussion and consideration of a New Year's Eve Event.

Parks and Recreation Supervisor Norman stated that she has not yet scheduled entertainment for the evening. She explained that she is still researching and planning ideas for the event and that she has sought out interest from the town employees as to who would assist with the event. There was open discussion on entertainment, food, entrance fees, volunteers, and scheduled time of dropping of the ball.

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

Clarkdale Parkway Pedestrian Walkway
Park Use Rules, Regulations and Rentals
New Year's Eve Event
Programming
Santa in the Park
Pool

AGENDA ITEM: ADJOURNMENT - With no further business before the Board, the meeting adjourned at 6:55 p.m.

APPROVED:

Lynda Zanolli,
Chairperson

SUBMITTED BY:

Dawn Norman,
Parks and Recreation Supervisor

Minutes of a Regular Meeting of the Heritage Conservancy Board of the Town of Clarkdale, Held on October 17, 2007 at 4:00 p.m. in the Clark Memorial Library, Clarkdale, Arizona.

A Regular meeting of the Heritage Conservancy Board of the Town of Clarkdale was held on October 17, 2007 at 4:00 p.m. in the Clark Memorial Library, 39 North Ninth Street, Clarkdale, Arizona.

Board Members:

- Chairperson Drake Meinke
- Vice Chairperson Gerald Wombacher
- Linda McDonough
- Jesus Valdez
- Maria Tester

Staff: Admin. Assistant Charlotte Hawken

Others in attendance: Kathy Bainbridge.

AGENDA ITEM - CALL TO ORDER –

Chairperson Meinke called the meeting to order at 4:05 p.m. and noted that the board had a new member present, Maria Tester. He introduced the new Town Clerk, Kathy Bainbridge.

AGENDA ITEM-PUBLIC COMMENT– None.

AGENDA ITEM - CONSIDERATION OF THE MINUTES – Consideration of approving the minutes of the regular meeting September 17, 2007. Board member McDonough moved to approve the minutes. Vice Chairperson Wombacher seconded and the motion passed unanimously. Boardmember Tester abstained as she was not present at the meeting.

AGENDA ITEM - REPORTS: Administrative Assistant Hawken noted that Cherry Street Woodworks delivered the restored octagonal wooden table to the Ladies Lounge today and it looks great. She stated that she spoke to the Arizona Office of Tourism about the reimbursement request for the museum/archive renovation grant. The request has been processed and payment is in the works, but she did not know the amount.

AGENDA ITEM: ARIZONA OFFICE OF TOURISM GRANT – Report on the Arizona Office of Tourism grant application. Chairperson Meinke reported he has been contacted twice about clarifying portions of the grant application for historical signs, plaques and markers, which leads him to expect they are considering funding it.

AGENDA ITEM: PULLEYS AND HOOKS – Discussion and consideration of the possible acquisition of several pulleys and hooks. The Board

Members agreed to move these items to the Archive while they investigate their probable origin.

AGENDA ITEM: ARCHIVE – Discussion and consideration of the Town of Clarkdale Archive. Board member Valdez stated that the security grating for the outside of the double window in the middle archive room has been modified, painted and installed. He and Boardmember McDonough agreed they would find the gratings (originally used on the inside of the auditorium windows to protect them from basketballs) for the two single windows and he would prepare and install them. They also agreed to coordinate moving the archive furniture into place and moving the United Verde Copper Company journals.

There was discussion about the difficulty of performing archive tasks and meet the requirement to post the gathering of three or more board members.

AGENDA ITEM: 1932 PLANE CRASH SITE –

Report on the status of the 1932 plane crash site. Boardmember Valdez reported that the Forest Service is holding onto the site information, but have no interest in the site and are doing nothing with the information, yet they won't release it so that the board can do something with it. He stated that he has not heard from Jim Byrkit about the status of the draft of an article about the crash site that he planned to submit to Arizona Highways.

AGENDA ITEM: MEETING DATE AND TIME –

Discussion and consideration of the meeting date and time. The Board Members agreed to continue meeting on third Wednesdays at 4:00 pm in the library. The next meeting will be on November 21st.

AGENDA ITEM - FUTURE AGENDA ITEMS

1. Grants.
2. Plane crash site report.
3. Landmark status.
4. Report on donated pullys and hooks.
5. Cemetery as a historical entity.

AGENDA ITEM - ADJOURNMENT – With no further business, and without objection, the meeting adjourned at 5:46 p.m.

APPROVED:

Drake Meinke, Chairperson

SUBMITTED:

Charlotte Hawken, Administrative Assistant