

**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 7th day of May, 2007, at 5:30 p.m. in the Finance Building Conference Room, 890 Main Street, Clarkdale, Arizona.

Chairperson: Lynda Zanolli
Commissioners: Maya Radoccia
Krysta Dehnert
Ron Black
Vacant

Town Staff:
Parks and Recreation Supervisor: Dawn Norman
Admin. Services Director/Town Clerk: Joyce Driscoll

Others in Attendance: Robyn Prodhumme-Bauer, Verde Valley Theatre

AGENDA ITEM: CALL TO ORDER – Chairperson Zanolli called the meeting to order at 5:30 p.m. It was noted that a quorum was present.

AGENDA ITEM: PUBLIC COMMENT – No Public Comment.

AGENDA ITEM: MINUTES - Discussion and consideration of minutes of the Regular Meeting held on April 2, 2007.

Commissioner Black moved to approve the minutes as they were written and Commissioner Dehnert 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 Kat Thorp accepted the Pool Manager’s position and that they were currently interviewing applicants for lifeguard positions. Parks and Recreation Supervisor Norman apprized the Board that the Town Council approved the pool rates recommended by the Parks and Recreation Board.

Parks and Recreation Supervisor Norman informed the board that 241 surveys had been returned and that she had created a spreadsheet to compile the data and that she was currently in the process of data entry.

Parks and Recreation Supervisor Norman informed the Board that the two bronze plaques had been ordered for the Dorothy Benatz Trail and would take approximately 5 – 6 weeks.

Parks and Recreation Norman stated that she had good news, two applications had been received for the board vacancy.

FINANCE REPORT - Parks and Recreation Supervisor Norman and Administrative Services Director Driscoll reviewed the finance reports for the months of March and April with the Parks and Recreation Board.

NEW BUSINESS:

Chairperson Zanolli moved to move Agenda Items 6 and 7 before Agenda Item 5 Verde Valley Theatre on the Agenda. Commissioner Dehnert seconded the motion. The motion passed unanimously.

AGENDA ITEM: 2007 FOURTH OF JULY EVENT - Discussion and consideration of the annual Fourth of July Event in the Park.

Parks and Recreation Supervisor Norman informed the Board that Parks and Recreation may be receiving funds from the donation made by the Yavapai Apache Tribe to the Town of Clarkdale. Commissioner Black inquired as to what the amount was that may be allocated to Parks and Recreation. Administrative Services Director Driscoll stated it was approximately \$3,400. Parks and Recreation Supervisor Norman explained that she would like the Board's approval to use some of these funds, if made available, to purchase new Fourth of July games, both to add to the current inventory of games and to replace some of the games which need to be taken out of commission. Parks and Recreation Supervisor Norman stated that by adding additional games to the inventory would help alleviate some of the congestion and line waiting at the kids' games during the event. Commissioner Black inquired if she had an amount established for what she needed. Parks and Recreation Supervisor Norman explained that she had not established an amount yet because she had just received the information about the funds last week. She stated her intentions were to use only a portion of the funds for the games.

Commissioner Black motioned to approve that the funds donated by the Yavapai-Apache Tribe be made available to Parks and Recreation Supervisor Norman to use at her discretion for the purchasing of Fourth of July games. Commissioner Dehnert seconded the motion. The motion passed unanimously.

AGENDA ITEM: TUZIGOOT DAY USE AREA – Discussion and consideration of the Tuzigoot Day Use Area.

Parks and Recreation Supervisor Norman informed the Board that she had not had the opportunity to meet with State Parks Ranger Max Castillo to discuss the Tuzigoot Day Use Area. She explained that he had been busy coordinating the National Trails Day event which was held this past Saturday, May 5th, and that she would be meeting with him this month. Parks and Recreation Supervisor Norman stated that she had briefly spoke to Pam Ravenwood, Planner II, who was the previous Parks and Recreation liaison. She stated that State Parks was willing to work with the Town of Clarkdale but that they had no funding to make any improvements to the site and did not foresee any future funding available.

AGENDA ITEM: VERDE VALLEY THEATRE – Discussion and consideration of the proposed holiday play presented by Verde Valley Theatre in partnership with Parks and Recreation.

Chairperson Zanolli asked if the discussion could start with the Theatre addressing the questions that the Board had drafted at the last Parks and Recreation meeting.

- Was the event going to be extended to other schools in addition to Clarkdale-Jerome School? For example, private schools in the area.
- What was the Parks and Recreation Board's role in refreshments? Who will provide the refreshments?
- What are the ages for the 15 to 20 children needed for the cast?
- Pricing – what are the ages considered for the free child admission? 8th grade and under?
- Need clarification on the Parks and Recreation Board's responsibilities regarding contacting the Clarkdale-Jerome School and other schools.
- Matinees – Is this for school field trips? If so, what if no teachers want to participate?
- Clarification that there is no charge for school classes attending the show.
- Would refreshments be served during the matinees when school classes would be attending? Would this be ideal to do?

Robyn Prudhomme Bauer, Verde Valley Theatre Representative, explained that the invitation would be open to all schools throughout the Verde Valley, including private and charter schools. The theatre would prepare the flyers and provide the copies to the Parks and Recreation Commission to be handed out to the schools. Commissioner Black offered to help with contacting the local schools. There was discussion on which schools the invitation could be extended to.

There was discussion regarding refreshments and what the Parks and Recreation Board's role would be during the production. Robyn Prudhomme Bauer, Verde Valley Theatre Representative, stated that the refreshments would be provided by the theatre group and the Parks and Recreation Board would assist with serving the refreshments.

There was discussion regarding the matinees. Chairperson Zanolli asked what days the matinees were scheduled for. Robyn Prudhomme Bauer, Verde Valley Theatre Representative, stated that the matinees would be held on Wednesday, November 28th, and Thursday, November 29th. She continued to explain that the invitation would not be extended to a whole school, that specific teachers would receive the invitations, such as art teachers, theater teachers, and then targeted/specific age groups, like 2nd through 4th grades. She also explained that the matinees would be open performances meaning the public could attend and that they were not only for the school groups.

The Board reviewed the proposal dated March 6, 2007, made by Verde Valley Theatre. There was discussion regarding the ticket sales for children and the "Children get in free" stated on the proposal. Robyn Prudhomme Bauer, Verde Valley Theatre Representative, explained that free entry to the performance would be offered only to children attending with a paying parent, that school groups would not get in free, they would pay a group rate. Commissioner Black inquired what the group rate would be. Robyn Prudhomme Bauer, Verde Valley Theatre Representative, was not sure at this time and that was an item that she would have to discuss with the Verde Valley Theatre Board.

There was discussion on what the capacity limit was for the auditorium and the concern of inviting several school groups and the possibility of exceeding the occupancy limit. Robyn Prudhomme Bauer, Verde Valley Theatre Representative, stated that the matinees would be on a first come, first serve basis and that reservations would need to be made by the school groups. She said that the theatre would take care of the reservations.

There was discussion on what the age limit would be for the free admission. Robyn Prudhomme Bauer, Verde Valley Theatre Representative, requested direction from the Parks and Recreation Board. There was discussion that the free admission would be offered to children in 8th grade and under.

There was open discussion on serving refreshments during the evening performances only and that refreshments would not be served during the matinees.

There was discussion on what time the matinees would be held and the concern of different schools having different time schedules and requirements such as transportation. The concern of whether the children and adult actors would be able to perform at matinees was also discussed.

Robyn Prudhomme Bauer, Verde Valley Theatre Representative, explained that the Parks and Recreation Board's role would be to attend the performances and help with handing programs out at the door, assisting with the refreshments, and helping with promoting the event. Parks and Recreation Supervisor Norman asked if the Theatre would like for her to handle the press releases on the event and Robyn Prudhomme Bauer, Verde Valley Theatre Representative, said that the theatre would like for her to distribute the press releases as it would be helpful.

Robyn Prudhomme Bauer, Verde Valley Theatre Representative, stated that reservations were encouraged and that reservations could be made either by calling the Verde Valley Theatre or online on the theatre's website.

There was discussion on children attending for free and that children would only be able to get in free with a paying adult. There was open discussion on if a limit would be set for the amount children that would be able to receive free admission with one paying adult. Robyn Prudhomme Bauer, Verde Valley Theatre Representative, informed that no limit would be set, as long as the child was attending with a paying adult then the child or children would get in free.

There was discussion on the supervision of the children attending at both the matinees and the evening performances. Robyn Prudhomme Bauer, Verde Valley Theatre Representative, explained that it was the attending adult or adults' responsibility to supervise the children whether the children attended with a teacher or parent, they would be responsible for the children.

There was discussion on the ages of the cast members. Robyn Prudhomme Bauer, Verde Valley Theatre Representative, stated that she did not know the exact ages of the children needed but it would be determined by the director of the play.

There was discussion on the group charge for the school classes attending the performance and that not all school children would be able to pay an admission fee. Commissioner Radoccia suggested that Parks and Recreation offer scholarships to the children who would not attend due to not being able to pay the admission fee. There was discussion regarding Parks and Recreation offering scholarships.

There was discussion on distributing flyers to the schools and serving only water at the matinees. Commissioner Dehnert volunteered to take flyers to American Heritage School.

There was discussion on the group rate for the matinees.

Commissioner Black volunteered to work with Kristine McNeil, Verde Valley Theatre Member.

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

Verde Valley Theatre
Tuzigoot Day Use Area
Fourth of July Event
Mongini Park Improvements
Update on Trails Coalition
Highlands Trail System and Green Belt

AGENDA ITEM: ADJOURNMENT - With no further business before the Board, the meeting adjourned at 6:25 p.m.

APPROVED:

Maya Radoccia,
Vice Chairperson

SUBMITTED BY:

Dawn Norman,
Parks and Recreation Supervisor

ATTEST:

Joyce Driscoll,
Administrative Services Director/Town Clerk