

**MINUTES OF A SPECIAL MEETING OF THE PARKS AND RECREATION  
COMMISSION OF THE TOWN OF CLARKDALE**

A Special Meeting of the Parks and Recreation Commission of the Town of Clarkdale was held on the 26<sup>th</sup> day of November, 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 Bethany Bezdek Alice Burroughs

Town Staff:	
Parks and Recreation Supervisor:	Dawn Norman
Town Manager:	Gayle Mabery
Assistant Town Manager:	Janet Perry

Others in Attendance:                      None

**AGENDA ITEM: CALL TO ORDER** – Chairperson Zanolli called the meeting to order at 5:34 p.m. It was noted that a quorum was present.

**AGENDA ITEM: PUBLIC COMMENT –**

No Public Comment.

**AGENDA ITEM: WORKSESSION – A worksession to discuss the Halloween on Main Street Event.**

Town Manager Gayle Mabery briefed the commission on the history of the Halloween on Main Street event along with past issues and how they were addressed. In addition, she discussed the statistics for this year's event and the steps the staff took in order to address the large number of attendees.

There was open discussion on other Halloween Events scheduled throughout the Verde Valley. Parks and Recreation Supervisor Dawn Norman reviewed the Halloween Survey results with the commission. There was discussion on the final results.

There was open discussion on concerns voiced by Upper Clarkdale residents and different options and alternate solutions to address some of these concerns.

Town Manager Gayle Mabery discussed the upcoming December 3<sup>rd</sup> Parks and Recreation regular meeting. Given the potential attendance at that meeting of community members, the discussion focused on proper conduct for public meetings.

**AGENDA ITEM: WORKSESSION – A worksession to discuss the roles of the Parks and Recreation Commission and liaison.**

There was discussion on the roles of the Commission and liaison. Town Manager Gayle Mabery verified that each Commissioner had received a Board and Commissions Handbook when appointed to the Commission which outlines the duties and responsibilities as a Parks and Recreation Commissioner. She continued to explain that the Parks and Recreation Commission Statement of Policy and Goals are included within the handbook. There was discussion on the Board and Commissions Handbook.

Town Manager Gayle Mabery described different communication tools that could be used between the Commission and the liaison and that it was a matter of discussion amongst the Commission on what their expectations were and what they were comfortable with. There was discussion on the forms of communication between the Commissioners and the liaison and items to be included.

**AGENDA ITEM: ADJOURNMENT** - With no further business before the Board and without objection, the meeting adjourned at 6:55 p.m.

APPROVED:

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Lynda Zanolli,  
Chairperson

SUBMITTED BY:

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Dawn Norman,  
Parks and Recreation Supervisor