

**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 13th day of February, 2008, at 5:30 p.m. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

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

Town Staff:
Parks and Recreation Supervisor: Dawn Norman
Public Works Director: Steve Burroughs
Assistant Town Clerk: Janet Perry

Others in Attendance: None

AGENDA ITED: CALL TO ORDER – Vice Chairperson Radoccia called the meeting to order at 5:32 p.m. It was noted that a quorum was present.

AGENDA ITEM: PUBLIC COMMENT – None

AGENDA ITEM: MINUTES - Discussion and consideration of minutes of the Special Meetings held on January 14, 2008 and January 22, 2008.

Commissioner Dehnert moved to approve the minutes as they were written and Commissioner Bezdek seconded the motion. The motion passed unanimously.

AGENDA ITEM: REPORTS- Reports on current events

CHAIRPERSON'S REPORT - None

STAFF REPORT - Parks and Recreation Supervisor Norman reported that the dates and bands for the concerts in the park series had been scheduled. She requested that this item be placed for discussion at the March meeting. Parks and Recreation Supervisor Norman said she would like to discuss volunteer sign ups for the concerts along with preparing a back-up plan. She explained that a plan needed to be established to ensure that there would be no interruption of a concert due to her not being able to attend. She continued to state that last season she was able to attend all of the concerts but felt that it was better to be prepared.

FINANCE REPORT – Parks and Recreation Supervisor Norman asked if the Commissioners had any questions on the finance reports included in the packet. Commissioner Dehnert inquired about the “Less 10% cut” noted on each of the reports. Parks and

Recreation Supervisor Norman explained that it was a reminder of the 10% cut back requested in October for all of the departments. She continued to state that the current finance program used did not have the capability to make the 10% adjustment therefore it is noted on the reports to ensure that each department is continuously aware of the 10% adjustment needed on their budget amounts.

Commissioner Dehnert questioned the new account listed as “Pecharich Memorial Account” on the Donation Report. Parks and Recreation Supervisor Norman explained that the Pecharich family shared that Mr. Pecharich enjoyed walking the perimeter of the park and felt that it would be nice to add lighting to the columns located on the First South Street side. The family requested that monetary donations could be made to the town in memory of Mr. Pecharich and those funds used to make these improvements.

NEW BUSINESS:

Vice Chairperson Radoccia motioned to move Agenda Item 8 before Agenda item 5. Halloween worksession on the agenda. Commissioner Dehnert seconded the motion. The motion passed unanimously.

AGENDA ITEM: BROADWAY ROAD EXTENSION – Discussion on the proposed Broadway Road extension.

Public Works Director Steve Burroughs presented to the board the location and route of the proposed Broadway Road extension. There was discussion on the location and route of the road with respect to the future community park at the effluent site.

Public Works Director Steve Burroughs explained that the proposed road would be an industrial road approximately 30 ft. wide. The town would accrue an easement of 100 feet. This easement would allow shoulder room for trails and bicycle paths. He explained that normally roads have a 40 ft. right-a-way.

There was open discussion on truck usage on the proposed road extension. Public Works Director Steve Burroughs explained that if room allowed the trails could be offset from the road as opposed to running simultaneously.

There was discussion of widening the existing road and bridge. Public Works Director Steve Burroughs informed that there are plans in the future for the widening of the existing road and there was funding available to restore the bridge due to it being listed on the National Historical Register but there was no funding to rebuild it.

Vice Chairperson Radoccia asked what the start date was for this project. Public Works Director Steve Burroughs stated that he currently was waiting to receive the contract back from the engineer and that he plans to take the proposal to Council sometime in March. He also stated that there was approximately \$600,000 of funding available from NACOG which he was waiting to hear on and if approved would become available in July. He explained that a rough estimate of cost to do this project was approximately \$6,500,000. If Council approves the proposal the plan is to begin sometime in July.

Public Works Director Steve Burroughs stated that Clarkdale Minerals has an agreement with the Town to assist with part of the building of this road.

Vice Chairperson Radoccia asked if there would be sidewalks installed along the route. Public Works Director Steve Burroughs stated it all depended on the funding. He explained that the initial plan includes sidewalks but it depended on how much Clarkdale Metals contributes to the project. He continued to explain that the project could be done in phases where the first

phase would include the installation of a gravel road and culverts in Bitter Creek and the second phase would be paving of the road.

There was open discussion on the future community park at the effluent site. Assistant Town Manager Janet Perry stated that with this project the Board needed to focus on the trail as was stipulated in the Design Review Board minutes when Clarkdale Metals applied for site plan approval. She continued to explain that the community park is still a future proposed plan which has not yet been discussed or approved.

Public Works Director Steve Burroughs added that Clarkdale Metals owns some parcels which they plan to dedicate to the town which could be tied into the trail.

Vice Chair Person Radoccia asked if there were plans to incorporate the trail into the build of the road. Public Works Director Steve Burroughs said that the trail could be incorporated into the design and that he is pushing to have the design completed by August. He continued to explain that it is going to be difficult to make sure that there is enough culvert over the wash to include both a trail and the road.

There was open discussion of sidewalks. Parks and Recreation Supervisor Norman reminded that it all depended on the funding as Public Works Director Steve Burroughs had stated previously. Public Works Director Steve Burroughs added that there was a possibility sidewalks could be installed in the 2nd or 3rd phase of the project but it all comes down to the money. He also asked the Board to please keep in mind of the location when planning the trail and whether the trail would be directly next to the road.

Public Works Director Steve Burroughs explained that there were no standards set for an industrial road and that his department is currently working on classifications of roadways. He continued to explain that it would be helpful to incorporate trail standards with respect to road classifications for future use.

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

Commissioner Dehnert said that she had spoke with several residents who suggested that a carnival type event in lieu of the trick-or-treating would possibly help by keeping the kids off the streets. There was open discussion on a carnival type event.

Parks and Recreation Supervisor Norman stated that Commissioner Burroughs was not able to attend the meeting but wanted to share her thoughts on this item. Parks and Recreation Supervisor Norman stated that she received an email from Commissioner Burroughs and also discussed the item over the phone with her. Parks and Recreation Supervisor Norman said that Commissioner Burroughs wanted it on record that she felt very strongly that this event should remain as it is with only minor changes to address crowd control issues and the other items as discussed in prior months and that she felt that there should be no major changes made to the event. Parks and Recreation Supervisor Norman reviewed the email received from Commissioner Burroughs:

“I believe we will have more residences upset with the change of "tradition" than the handful of residences that are upset today.

With that said, I have been thinking of alternatives to our traditional Halloween.

Clarkdale Fall Festival (Last Saturday of September or First Saturday of October) which could include:

- Parade
- Kid Games in the Park
- Pumpkin Carving
- Vendors in the Park
- Car show around the park
- We could have "Made In Clarkdale" exhibit in the auditorium
- Ribbons for best quilt, pies, can goods, etc.
- Dance
- Bands

Other suggestions for Halloween Night:

Still have the Costume Contest in the Park.

Send out another survey to all residents of Clarkdale for suggestions.

Have any resident in Clarkdale set up a booth in the park and pass out candy.”

There was open discussion on the suggestions made by Commissioner Burroughs and the idea of a carnival. Parks and Recreation Supervisor Norman stated that her concern with the carnival idea was Harvestfest was also a carnival themed event and that by offering the same type of event it would be very difficult to get donations and support from local businesses.

Commissioner Bezdek brought up the discussion of what would happen if the town didn't put up the road blocks? There was open discussion on the road blocks and if the town wanted to discontinue the current event how would you stop people from coming.

The board concluded that they were at a stand still and that there was no easy solution. There was open discussion on holding a meeting or a Council Meeting to get ideas from the residents. Parks and Recreation Supervisor Norman pointed out that the Board had a meeting in December and the Council had a meeting in November which both listed Halloween as an agenda item and that both meetings were unsuccessful in producing public participation with regards to this item.

Parks and Recreation Supervisor Norman made the suggestion that press releases and newsletter articles could be issued explaining that the board is seeking out ideas from Clarkdale residents for alternate ideas and suggestions for Halloween.

There was open discussion on a Halloween trolley.

Commissioner Dehnert suggested that the board continue discussing the item throughout the year.

AGENDA ITEM: BOARDS AND COMMISSIONS TRAINING - Discussion on the proposed Town of Clarkdale Boards and Commissions Training.

Parks and Recreation Supervisor Norman informed the Board that the Town Clerk's office was currently working on scheduling an informal training for boards and commissions sometime in March. The Town Clerk requested input from the board on what items they would like to have reviewed at the training.

Commissioner Dehnert stated that she would like to discuss correct protocol of a meeting, for example: agenda and how it works and correct procedure on motions made.

Vice Chair Person Radoccia suggested that Robert's Rules be reviewed.

Commissioner Bezdek shared that she was a new board member and had no background or experience to be able to make a suggestion.

AGENDA ITEM: PROGRAMMING – Discussion on the progress of recreation programs.

Parks and Recreation Supervisor Norman explained that there were only 3 registrants signed up for the art classes. She wanted to inform the board that she will be discussing this with the art instructor and that most likely the classes for this session would be cancelled.

There was open discussion on the cost of the classes. Parks and Recreation Supervisor Norman explained that prior to setting the fees she had researched other programs offered in the Verde Valley and the fee set was lower than all other programs in the area. She continued to state that when considering the length and amount of class time the price was very reasonable as it came to under \$8/hr. which also included class materials and supplies. She said that she intends to move forward with the second session which is set to begin in April with hopes that it will receive a better response.

AGENDA ITEM: ADJOURNMENT – With no further business before the board, the meeting adjourned at 6:45 p.m.

APPROVED:

Maya Radoccia,
Vice Chairperson

SUBMITTED BY:

Dawn Norman,
Parks and Recreation Supervisor