

**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 Wednesday, July 9<sup>th</sup>, 2008, at 5:30 p.m., in the Community Development Building Conference Room located at 39 N. Ninth Street, Clarkdale, Arizona.

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

Town Staff:  
Parks and Recreation Supervisor: Dawn Norman  
Assistant Town Manager: Janet Perry  
Others in Attendance: None

**AGENDA ITEM: CALL TO ORDER** – Vice Chairperson Radoccia called the meeting to order at 5:30 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 Regular Meetings held on May 14<sup>th</sup>, 2008 and June 11<sup>th</sup>, 2008.

**Commissioner Dehnert motioned to approve the Regular Meeting minutes for May 14, 2008, as written. Commissioner Bezdek seconded the motion. The motion passed unanimously.**

**Commissioner Dehnert motioned to approve the Regular Meeting minutes for June 11, 2008, as written. 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 MATForce, the Yavapai County Substance Abuse Coalition, has established a \$4,000 scholarship fund for youth in Yavapai County who desire to participate in park, recreation or sport program and are in need of financial assistance to pay the registration costs. The \$4,000 will be distributed to 10 agencies/organizations in Yavapai County. She continued that a letter of interest for the Town of Clarkdale was submitted. She stated that the deadline to submit interest was June 25<sup>th</sup> but no

additional information with regards to when the approved agencies/organizations would be announced.

**FINANCE REPORT** – Parks and Recreation Supervisor Norman reported that a finance report had not yet been received. She continued that she felt that the delay was due to the Finance Department working on balancing the budget along with establishing the 2008-2009 Budget.

### **NEW BUSINESS:**

#### **AGENDA ITEM: DISCUSSION –Discussion of the 2008 Fourth of July Event in the Park.**

Parks and Recreation Supervisor Norman reviewed the event and activities with the Commission. She stated that she had sent out a request for a debriefing of the event to all those who participated. She asked for their input on the event, what they felt worked or didn't work and for any suggestions or ideas for next year's event.

Parks and Recreation Supervisor Norman reviewed the funds received from the game ticket sales and balloon stand sales and compared them to last year's event. She stated that the game ticket sales brought in \$553.00 and in 2007 sales brought in \$469.00. She continued that the balloon stand brought in \$84.00 as opposed to the cotton candy sales last year which totaled \$116.00. She explained that the decision to alternate the balloons in place of the cotton candy was not a good decision financially, as the cotton candy was more profitable. There was open discussion on the aspect of it being a good alternate choice from a parent's stand point. Parks and Recreation Supervisor Norman stated that she was thinking of offering both the cotton candy and balloons along with the addition of popcorn for next year.

Parks and Recreation Supervisor Norman informed that this year's parade had 77 entries and last year had 70, an increase of 7 entries. There was open discussion on the length of the parade seeming shorter due to the participants staying together as opposed to having wide gaps between the participants like last year.

Parks and Recreation Supervisor Norman shared that there were two parade entries which included horses and that the parade rules with regards to pets should be more clearly defined to define 'pets' and their intended participation in future events. The Commission discussed this further and concluded that they would revisit the parade rules prior to next year's event.

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

Parks and Recreation Supervisor Norman stated that, after newsletter solicitation from residents, no response has been received with suggestions or feedback on the event. She has been

contacted by a local church group who is interested in volunteering for this year's event and will pursue that. There was open discussion on the volunteers needed and how this group could assist.

**AGENDA ITEM: DISCUSSION – Discussion of installing a drop box at the Town Park.**

Vice Commissioner Radoccia explained that, having recently attended an event in the park, the use of a drop box would have better facilitated the task of picking up and dropping off the water key during Town Hall hours, Monday through Friday. Her thought was the possibility of placing a drop box at the park so that the patron could drop the key on the day of the event rather than have to make the additional arrangements to visit Town Hall during working hours. There was open discussion on alternate options. Parks and Recreation Supervisor Norman stated that she was not familiar with the procedures in place but would look into this further and if there was an alternate option that we could provide to our patrons.

**AGENDA ITEM: WORKSESSION – A worksession to discuss the 2008-2009 Parks and Recreation Budget.**

Assistant Town Manager informed that the preliminary budget was presented to the Council at last night's meeting. She explained that staff and Council did not have definite information on the State Budget and State Shared Revenue/HURF funding until yesterday and that these figures along with tax revenues comprise a percentage of the Town's revenue budget line. There is now a reported 6% loss in the state HURF funding. There was open discussion on the budget process. Assistant Town Manager Perry explained that the Council will initially adopt the preliminary budget which will set the maximum figures, following with the final budget adoption.

There was open discussion on the list of items presented to Council to be considered next year if the Town revenue projections fall short. Vice Chair Radoccia expressed her concern of closing the pool and losing the Concerts in the Park. Parks and Recreation Supervisor Norman explained the pool closure and limiting the number of concerts were items on a "what if" list which was created in order to prepare for future additional budget cuts, if the need for that arose. She continued that this list is only a "what if" list explaining that these items would be considered by Council only if the Town's projections fell short and as it stands the items on the list will be budgeted for the 2008-2009 year.

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

General Plan Update  
2008-2009 Budget  
Halloween

**AGENDA ITEM: ADJOURNMENT**-With no further business before the board, the meeting adjourned at 6:15 p.m.

APPROVED:

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Maya Radoccia, Vice Chairperson

SUBMITTED BY:

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Dawn Norman, Parks and Recreation Supervisor