

**MINUTES OF A SPECIAL MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON THURSDAY, DECEMBER 6, 2007, IN THE CLARK MEMORIAL LIBRARY, 39 N. NINTH STREET, CLARKDALE, AZ.**

A **SPECIAL** meeting of the Planning Commission of the Town of Clarkdale was held on Thursday, December 6, 2007, at 6:00 p.m., at the Clark Memorial Library, 39 N. Ninth Street, Clarkdale, AZ.

**Planning Commission:**

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

**Staff:**

GIS /Planner	Guss Espolt
Public Works Director	Steve Burroughs

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

**AGENDA ITEM: ROLL CALL:** The GIS/ Planner called roll.

**AGENDA ITEM: MINUTES:** None.

**AGENDA ITEM: REPORTS:**  
**Chairperson's Report:** None.

**Staff Report:** None.

**AGENDA ITEM: PUBLIC COMMENT:** None.

**NEW BUSINESS**

**AGENDA ITEM: WORKSESSION:** Continuation of Form Based Codes.

The Community Development Department's GIS/Planner, Guss Espolt provided the Commissioners with a collage of pictures representing Clarkdale's Downtown Central Business District and Highway 89-A corridor.

Steve Burroughs, Public Works Director, (also an architect), was present and talked about the Spanish Revival of our buildings like the Town's Clubhouse. Through time the architecture has blended with the neo-classical area of the brick homes we see in our town.

The Chairperson provided the Commissioners with a copy of the Sustainability for Arizona/handout for future discussion.

At the January worksession, the GIS/Planner and the Public Works Director will provide an exhibit that will have window structures and home styles regarding special areas.

**AGENDA ITEM: FUTURE AGENDA ITEMS: Continuation of Form Based Codes  
Worksession with exhibits to be provided by staff for discussion.**

**AGENDA ITEM: ADJOURNMENT: Commissioner Regner made a motion to adjourn the meeting. Vice Chairperson Puzas seconded the motion. The motion passed unanimously. The meeting adjourned at 7:00 p.m.**

**APPROVED BY:**

**SUBMITTED BY:**

\_\_\_\_\_  
Amy Bayless  
Chairperson

\_\_\_\_\_  
Guss Espolt  
Community Development  
GIS/Planner

DRAFT

***PLANNING COMMISSION  
DECEMBER 27, 2007***

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF  
THE TOWN OF CLARKDALE, HELD THURSDAY, DECEMBER 27, 2007, AT  
6:00 P.M. IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL  
CLUBHOSUE, 19 N. NINTH STREET, CLARKDALE, ARIZONA.**

The Regular Meeting of the Planning Commission of the Town of Clarkdale that was scheduled for December 27, 2007, was cancelled.

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Amy Bayless  
Chairperson

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Vicki McReynolds  
Administrative Assistant

**DRAFT**

***Board of Adjustment  
December 26, 2007,***

**MINUTES OF A REGULAR MEETING OF THE BOARD OF ADJUSTMENT OF  
THE TOWN OF CLARKDALE HELD WEDNESDAY, DECEMBER 26, 2007, AT  
6:00 P.M. IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL  
CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, ARIZONA.**

The **Regular Meeting** of the Board of Adjustment of the Town of Clarkdale that was scheduled for December 26, 2007, was **cancelled**.

**APPROVED BY:**

**SUBMITTED BY:**

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Anita Simgen  
Chairperson

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Vicki McReynolds  
Administrative Assistant

**MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, DECEMBER 12, 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, December 12, 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
GIS Technician	Guss Espolt
Planner II	Normalinda Zuniga
Administrative Assistant	Vicki McReynolds

**Others in Attendance:** George F. Howard and Memi Perkins.

**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 dated November 14, 2007. Board Member Rhoades motioned to approve the Regular Meeting Minutes of November 14, 2007. Chairperson Scully seconded the motion. The motion passed unanimously

**AGENDA ITEM: REPORTS:**

**Chairperson’s Report:**

Board Member Foutz reported that “Made In Clarkdale” event was going well.

**Staff Report:** The Community Development Director told the Board Members they would receive a schedule for the General Plan update in their January packets. The Design Review Board Members are encouraged to attend future General Plan Committee Meetings.

**AGENDA ITEM: PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing staff to study the matter, or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit his or her comment to five minutes.

George Howard wanted to congratulate The Community Development Director on her appointment to the Northern Arizona Council of Governments.

**NEW BUSINESS:**

**AGENDA ITEM: DISCUSSION & POSSIBLE ACTION:** DRB-2007-53, Parcel #400-06-053E,  
Sign for: St. Thomas of the Valley Episcopal Church located at 601 Eleventh Street.

**Staff Report: Background:** The applicant has submitted an application for Design Review for their signage on the Southeast corner of Hwy 89-A & Clarkdale Parkway. The Episcopal Church has permission to place their sign on the land of Glenarm Land Company with the understanding that the sign will have to be removed upon request of the successor of the property or Glenarm Land Company themselves. What appears to be a conflict of off-premise signage verses the Corridor Commercial Overlay District signage - (this is a temporary sign that must be removed when the property is developed or before).

*The signage follows the sign code in the Zoning Code Chapter 7-6 0.1 Off Premise that states:*

1. *Maximum number equals one (1) per street frontage per parcel on which the sign is placed.*
2. *Maximum size of sign advertising a single use equals thirty-two (32) square feet.*
3. *Maximum size of sign advertising multiple uses equals fifty (50) square feet.*
4. *Minimum separation between off-premise signs equals six hundred (600) feet, includes signs on same or different parcels.*
5. *Minimum separation between off-premise and on-site signage equals two hundred (200) feet.*
6. *Minimum setback equals the required setback of the zone district if the parcel is developed or ten (10) feet if undeveloped.*
7. *Limited to CB, C or I Zone Districts.*
8. *50% of the signage allocated to off-premise advertising shall be deducted from the allowable on-site signage of the advertising parcel.*

*The signage also follows the Zoning Districts Zoning Code Chapter 3-14 D 89-A Corridor Commercial Overlay District that states:*

*“Signage shall be minimal and shall consist of either wall signs or monument signs. Wall sign shall not exceed eight feet in height and monument signs no greater than four feet in height.”*

**Staff Comments:** In addressing the layout/design of the sign for the Episcopal Church the Design Review Board may approve the sign as submitted, conditionally approve with stipulations, or disapprove the application as filed. Staff is proposing some stipulations that we recommend if the Board approves this application.

**Recommended Stipulations:**

1. A temporary sign that must be removed when property is developed or before.

**NOTE:** Staff provided to the Board Members and applicant at the meeting a map indicating the location of two existing signs: Su Casa and Oovah Smoke Shop regarding the minimum separation between off-premise signs (600 ft). which includes signs on same or different parcels.

**Applicant:** George F. Howard stated on December 6<sup>th</sup> they surveyed the property, parcel # 400-06-053E with the County. The Su Casa sign will eventually come down and he was not aware of the 600 feet issue within the Sign Code. "The Episcopal Church Welcomes You" sign is a nationally recognized sign for the church. It is a sign that makes the statement that they are a family oriented community with values. We realize that viewing the sign might be constrained until the widening project for AZ 89-A is completed sometime in 2008.

**Questions to Staff/Applicant:**

**Following are responses to questions from the Board Members:**

- To keep within the 600 foot off-premise sign code, would indeed put the "proposed" sign off the Glenarm property.
- If Su Casa sign is removed, the "proposed" sign would fall within the 600 foot requirement/criteria.
- If the "proposed" sign was put on the Selna's parcel (which is next to Glenarm), it would meet the criteria.
- The pole would be a standard galvanized steel pipe painted with aluminum paint for protection due to aging.
- The bracket attaches to the pole with plated bolts.
- The sign is 24" wide X 30" deep.
- The pole will be planted in the ground with a depth of 30".
- The main sign, "St. Thomas of the Valley Episcopal Church" background is tan.

**Discussion:**

- The background color on "The Episcopal Church Welcomes You" sign finished product will be a cream white. The "information sign"- "Next To Post Office" would be better with a blue background and white letters.
- With all the future development occurring in the area, the applicant tried to research a location that would be highly visible from 89-A.
- Applicant is working the the Selnas on other areas for signage.

**Action:** Board Member Foutz motioned to approve the sign request for the St. Thomas of the Valley Episcopal Church located at 601 Eleventh Street as proposed, with the signs not being too white in color and changing the "Next to Post Office" sign background to be blue with white letters and subject to the Applicant working with Staff to meet the distance requirements for off-premise signage. Board Member Rhoades seconded the motion. The motion passed unanimously.

**AGENDA ITEM: DISCUSSION & POSSIBLE ACTION:** DRB-2007-54, Parcel #400-03-163, Design Review for new sign and remodel for 907 Main Street, Clarkdale Investments building.

**Staff Report: Background:** On February 14, 2007, Memi Perkins, representing Clarkdale Investments came before the Design Review Board to request approval for two wall signs and a

*December 12, 2007*

projecting sign for Clarkdale Investments located 907 Main Street. Staff feels that it is important to include the staff report that went to the Board because it gives background as to the previous sign requests. The February 14, 2007 staff report is below in blue.

They (Clarkdale Investments) have purchased the Antique Emporium at 907 Main Street and will be moving their financial investment business to this location. They are before the Board tonight to seek approval for Design Review of their signs. The applicant is proposing 3 signs for their business at 907 Main Street, they are as follows:

- 1 - The existing illuminated, dual faced, projecting sign measures 3' H X 5'9" W and will be replaced with a dual faced sign that reads "Clarkdale Investments"
- 1 - New sign to be placed on the face of the building measures 6" X 12" made of bronze with turquoise patina finish, will read "Clarkdale Investments"
- 1 - New sign to be placed on the face of the building measures 4" X 12" made of bronze with turquoise patina finish, will read "Drumcliffe LTD"

The Town of Clarkdale Zoning Code Section 7-6, L. states:

L. *Wall Signs*

- 1. *Not allowed on the same wall as a projecting sign.*
- 2. *Maximum number equals one (1) per approved wall area.*
- 3. *Maximum size equals:*
  - a. *In commercial and industrial districts, two (2) square feet per linear foot of approved wall area, each wall considered separately.*
  - b. *For multi-family uses, one (1) square foot per linear foot of approved wall area, each wall considered separately.*
  - c. *For single family uses, two (2) square feet.*
- 4. *Maximum height equals top of wall to which affixed.*
- 5. *Maximum projection from all surfaces equals eighteen (18) inches, with a minimum clearance of eight (8) feet if located over a public right-of-way.*
- 6. *Any one use shall not exceed two (2) wall signs.*

According to the Zoning Code no additional signs are permitted on the same wall as a projecting sign. The applicant is proposing one projecting sign and two (2) additional wall signs.

The illuminated sign meets Town Code requirements but staff would like to make the Board and applicant aware that, Section 7-6, D.5. of the Zoning Code states, "Illuminated signs must be extinguished after 9:00 p.m. or at the close of business whichever is later."

Staff Recommendations/Comments:

Staff would like to note that if the Board decides to accept all three signs for this project, and allowing more than the Zoning Code permits, the Board will be setting a precedent.

The Board unanimously approved this request with the stipulation of "...positioning the signs on the building with the least amount of damage to the bricks." The applicant is before you tonight seeking approval to add another wall sign to the building. The sign will be of same material and color as the previous approved wall signs - they are bronze with turquoise patina finish. See

**EXHIBIT-A** attached for sign size and sample. The sign will be located above the other two approved wall signs, see **EXHIBIT-B** attached.

Clarkdale Investments is also seeking approval for remodeling to the exterior of the building in the rear and the west side of the building. The applicant is proposing to cut and install 2 large clear glass windows 6' wide X 5' tall on the upper portion of the west side of the building. The applicant is also proposing to install three smaller, frosted, 6' wide X 2' tall windows on the lower portion of the west side of the building. See **EXHIBIT-C** for current view and **EXHIBIT D** for proposal.

In addition, the applicant is seeking approval for remodel designs for the rear of the building. The applicant wishes to enlarge the current window openings and replace the windows with French doors and a small balcony that will extend three (3') feet from the building, see **EXHIBIT E** for current view, **EXHIBIT F** for proposed view. The applicant has included **EXHIBIT G** to give the board a visual of the wrought iron work that they intent to utilize on the new balcony. The applicant has stated that the doors and trim will be painted to match the trim on the front of the building.

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 within 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.*

*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 Features, Landscaping, Lighting.**

**Staff Recommendations/Comments:** Staff would like to note that if the Board decides to accept an additional sign to be added to this project, therefore allowing a third wall sign in excess of what is permitted by the Town of Clarkdale's Zoning Code, the Board will be setting a precedent.

**(Approved Wall Area):** Any exterior wall facing a public dedicated street, or containing a primary public entrance/exit to the building, or facing the parking lot of the building.

**Applicant:**

Mem Perkins explained this is a review application to attach one new sign on the front of the building to reflect the name of an additional business at this location and install 2 balconies with 2 sets of French doors on the rear of the building. Two upper windows and three lower windows on the side of the building will also be installed.

The new sign will be bronze with a turquoise patina finish and match existing signs already in place. The new sign will read "Glenarm Land Company". They want to install 2 sets of French doors the same width as the existing opening (4'2") and the height to the existing lintel of 6'6" that open onto balconies that extend 3' out. The balcony railing would be wrought iron and existing wooden lintels would be replaced with steel lintels. The doors would be painted to match the trim on the front of the building.

**Questions to Staff/Applicant:**

**Following are responses to questions from the Board.**

- Clarkdale Investments is one company - a brokerage.
- Drumcliffe is the holding company
- Drilling holes in the mortar for the previous signs did not pose a problem.
- The signs are a "pre-set" size upon ordering.

**Discussion:**

- The number of signs on a building was addressed regarding the existing ordinance: name plates, historic signs, etc.
- Aesthetically 3 separate signs on the building look better than "linking" them together.
- Windows are frosted on the bottom and clear on the top.
- The downspouts on the back of the building will be handled carefully for water routing purposes.
- The electric box will be placed according to safety requirements in relationship to the balconies.
- There will be no overhangs.
- Balconies will not have any lighting.

The improvement to the back of the building/alley area will bring more life and safety to the space. The building will become more functional with the proposed remodel and possibly encourage others to look at their respective alley areas.

**Action:** Board Member Foutz motioned to approve the new name plate sign for Clarkdale Investments building at 907 Main Street, as it meets the flavor of the historic nature of the area, is made of quality material that enhances the appearance of the building, is compatible with the existing signs on the pillar and does not degrade the bricks. Board Member Rhoades seconded the motion. The motion passed unanimously.

Board Member Foutz motioned to approve the remodel for Clarkdale Investments building at 907 Main Street as proposed. Board Member Rhoades seconded the motion. The motion passed unanimously.

**AGENDA ITEM: DISCUSSION & POSSIBLE ACTION:** Discussion and possible action on The Highlands Fence Plan Along Old Jerome Highway.

**Note:** The Verde Highlands, LLC, officially withdrew their fencing request along Old Jerome Highway due to conflicts with the final drainage design.

**DRAFT**

***Design Review Board***  
***December 12, 2007***

**AGENDA ITEM: FUTURE AGENDA ITEMS:**  
**-Miller's Market Sign Request**

**AGENDA ITEM: ADJOURNMENT: Board Member Foutz motioned to adjourn the meeting. Board Member Rhoades seconded the motion. The motion passed unanimously. The meeting adjourned at 7:50 p.m.**

**APPROVED BY:**

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Charles Scully  
Chairperson

**SUBMITTED BY:**

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Vicki McReynolds  
Administrative Assistant

**Minutes of a Regular Meeting of the Library Advisory Board of the Town of Clarkdale,  
Held on December 6, 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 December 6, 2007 at 9:00 a.m. in the Clark Memorial Library, 39 North Ninth Street, Clarkdale, Arizona.

Members: John Stevenson, Chairperson  
Gloria Browne, Vice Chairperson  
Winnie Bohall  
Sue Hill  
Margaret Krznarich  
Roberta Peterson  
Vacancy

Staff: Library Manager Hawken  
Town Clerk Bainbridge

**Others in attendance:** Jean Stevens

**AGENDA ITEM: CALL TO ORDER -**  
Chairperson Stevenson called the meeting to order at 9:00 a.m. and noted that Boardmember Bohall was absent.

**AGENDA ITEM: PUBLIC COMMENT -** None.

**AGENDA ITEM: MINUTES-** Consideration of the minutes of the regular meeting held on November 8, 2007.

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

**AGENDA ITEM: REPORTS ON RECENT EVENTS:**

Chairperson Stevenson -No report.

Staff - Library Manager Hawken reported that she had received a letter of resignation from Jean Stevens stating she does not intend to reapply for the board. She noted a circulation report that will go to the Council this month and the town budget for the library that she had distributed to the members.

**AGENDA ITEM: BOOK SALE -** Discussion and consideration of the book sale

Discussion included the following issues:

1. Chairperson Stevenson stated he would get the change. Boardmember Hill stated there was

\$100 petty cash and recommended \$20 in quarters and \$20 in ones and the rest in fives and tens.

2. The sale will be open when the art show is open. It will be staffed Friday from 5:30 to 9:00 pm and there will be a can on a table for payments during the rest of sale.
3. The sale earned \$947 in 2005 and \$2300 in 2006.

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

The board agreed to skip the January meeting and meet again on February 7, 2008.

**AGENDA ITEM: MEMORIALS -** Discussion and consideration of memorials.

It was noted that there were two plaques in the library stating the donations in memory of someone had been used for a particular project. When they had received other donations, a plaques was made but no particular project was paid for with the funds. It was suggested that the board members consider if there were projects that could be paid for with those funds.

**AGENDA ITEM: FUTURE AGENDA ITEMS-**

1. Memorials.
2. Library Board meeting schedule.
3. Book sale report.
4. Budget requests.

**AGENDA ITEM: ADJOURNMENT -**  
Chairperson Stevenson moved to adjourn the meeting. Boardmember Krznarich seconded and the motion passed unanimously. The meeting adjourned at 9:35 a.m.

**APPROVE:**

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John Stevenson, Chairperson

**SUBMIT:**

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Charlotte Hawken, Library Manager

**Minutes of a Special Meeting of the Heritage Conservancy Board of the Town of Clarkdale, Held on December 12, 2007 at 4:00 p.m. in the Clark Memorial Library, Clarkdale, Arizona.**

A Special meeting of the Heritage Conservancy Board of the Town of Clarkdale was held on December 12, 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 (absent)  
 Linda McDonough  
 Jesus Valdez (absent)  
 Maria Tester

**Staff:** Admin. Assistant Charlotte Hawken  
 Town Clerk Kathy Bainbridge

**Others in attendance:** No one.

**AGENDA ITEM - CALL TO ORDER** – Chairperson Meinke called the meeting to order at 4:14 p.m. and noted that the Vice Chair Wombacher and Boardmember Valdez were absent.

**AGENDA ITEM-PUBLIC COMMENT**– None.

**AGENDA ITEM - CONSIDERATION OF THE MINUTES** – Consideration of approving the minutes of the regular meeting October 17 and November 21, 2007.

Boardmember McDonough moved to approve the minutes as written. Boardmember Tester seconded and the motion passed unanimously.

**AGENDA ITEM - REPORTS:**

*Town Clerk Bainbridge* stated that she was concerned with the Reading Room being open during the New Years Eve Party being planned by the Parks and Recreation Commission. She then left the meeting.

*Chair Meinke* stated that the Council had approved by resolution for the Board to apply for the Preserve America Designation. This designation qualifies the town to apply for Preserve America grants.

He stated that the Town Council had also approved writing a letter of recommendation for the Clarkdale Heritage Center application for legacy status with the Arizona Historical Advisory Commission. The Center is proposing a Copper State Monument in Clarkdale as an Arizona Centennial 2012 Legacy Project.

He also stated that he had written two letters of recommendation for the Jerome Historical Society.

*Administrative Assistant Hawken* noted that the Public Works Department had received a bench donated by the Jerome High School Reunion group, to be placed near the museum/archive building. It will be placed between the building and the Smelter Monument and Public Works Director Burroughs will draw a plan for that area that includes the bench. The plan may need to go to the Design review Board.

**AGENDA ITEM: ARIZONA OFFICE OF TOURISM GRANT** – Report on the Arizona Office of Tourism grant application.

Chairperson Meinke reported that the joint Clarkdale Heritage Center and Town of Clarkdale grant application for historical signs, plaques and markers was approved for \$33,800 by the Arizona Office of Tourism. He stated that he intends to present options for the project for the Board's consideration at their next meeting.

**AGENDA ITEM: ARCHIVE** – Discussion and consideration of the Town of Clarkdale Archive. Chairperson Meinke stated he knows someone who could strip and paint the northwest room and hallways floors of the Archive. It was noted that he would have to be hired through Redi-Help.

Boardmember Tester moved to hire someone to strip and paint the northwest room and hallway of the Archive for an amount up to \$750.00. Boardmember McDonough seconded and the motion passed unanimously.

**AGENDA ITEM: 1932 PLANE CRASH SITE** – Report on the status of the 1932 plane crash site.

This item was tabled to the next meeting.

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

Boardmember McDonough reported that she and Vice Chair Wombacher had looked at the site where it was found. Their research indicates it to be the location of the old Reservation Ranch, which was purchased by United Verde Copper Company. Her initial assessment is that there may have been a water tank for livestock in the area.

**AGENDA ITEM: MEETING DATE AND TIME** – Discussion and consideration of the meeting date and time.

The Board Members agreed the next meeting will be on January 16, 2009 at 4:00 p.m..

**AGENDA ITEM: CEMETERY PROJECT** – Discussion and consideration of the cemetery as a historical entity. This item was tabled to the next meeting.

**AGENDA ITEM: RESTORED FURNITURE** – Discussion and consideration of protecting the Clubhouse furniture.

Issues discussed included the following:

1. The Reading Room, where irreplaceable historic Clubhouse furnishings are stored, should be closed and locked during events.
2. The tops of the wooden tables that are being used should be protected with pads.
3. All historic items should be tagged as such.
4. That their intention is to eventually restore all of the historic furniture.

The Board agreed to recommend that the Reading Room be closed and locked during the upcoming New Year’s Eve Party.

**AGENDA ITEM: LANDMARK STATUS** – Discussion and consideration of Landmark Status.

This is a National Park Service status. Chairperson Meinke and Boardmember Tester will research what is needed to apply.

**AGENDA ITEM: GRANTS** – Discussion and consideration of applying for grants. This item was tabled to another meeting.

**AGENDA ITEM - FUTURE AGENDA ITEMS**

1. Plane crash site report.
2. Cemetery as a historical entity.
3. AZ Office of Tourism grant project.
4. Archive furnishings.

**AGENDA ITEM - ADJOURNMENT** – With no further business, and without objection, the meeting adjourned at 5:45 p.m.

**APPROVED:**

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Drake Meinke, Chairperson

**SUBMITTED:**

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Charlotte Hawken, Administrative Assistant

**Minutes of a Regular Meeting of the Heritage Conservancy Board of the Town of Clarkdale, Held on December 19, 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 scheduled on November 21, 2007 at 4:00 p.m. in the Clark Memorial Library, 39 North Ninth Street, Clarkdale, Arizona, BUT WAS CANCELLED DUE TO THE LACK OF AGENDA ITEMS.

**Board Members:**

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

**Staff:** Admin. Assistant Charlotte Hawken

**APPROVED:**

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Drake Meinke, Chairperson

**SUBMITTED:**

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Charlotte Hawken, Administrative Assistant

15

**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 3<sup>rd</sup> day of December, 2007, at 5:30 p.m. in the Clark Memorial Clubhouse, Men's Lounge, 19 N. Ninth 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  
Assistant Town Manager: Janet Perry  
Public Works Director: Steven Burroughs

Others in Attendance: None

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

**AGENDA ITEM: PUBLIC COMMENT** – The Parks and Recreation Commission invites the public to provide comments at this time. Members of the Parks and Recreation Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01 (G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making comments on a specific agenda item are asked to complete a brief form and submit it to the Parks and Recreation Supervisor during the meeting. Each Speaker is asked to limit their comments to five minutes.

No Public Comment.

**AGENDA ITEM: MINUTES - Discussion and consideration of the minutes of the Regular Meeting held on November 5<sup>th</sup>, 2007, and the Special Meeting held on November 26<sup>th</sup>, 2007.**

Commissioner Radoccia 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** – No Report.

**FINANCE REPORT** - Parks and Recreation Supervisor Norman asked if the Commissioners had any questions on the finance reports included in the packets. There were no questions or requests to review the finance reports.

**NEW BUSINESS:**

**AGENDA ITEM: HALLOWEEN – Discussion of the Halloween on Main Street Event.**

Chairperson Zanolli announced the agenda item and invited the public to give input. Due to no public in attendance Chairperson Zanolli asked the Commissioners if any of them had any items to discuss. With no further discussion Chairperson Zanolli continued to the next agenda item.

**AGENDA ITEM: WORKSESSION – A worksession to discuss and update Commission on the existing Wastewater Treatment Plant and it's decommissioning.**

Steve Burroughs, Public Works Director, provided a PowerPoint presentation on the new wastewater plant design. Director Burroughs explained that in the process of decommissioning the current wastewater plant, the town must include what the land will be used for in the closure plans to ADEQ. Parks and Recreation Supervisor Norman informed the Commissioners that Council requested a joint worksession with the Parks and Recreation Commission to discuss possible future land use of this site. There was discussion on the current waste water treatment plant and the future wastewater treatment plant along with possible recreational land use of the decommissioned plant. After discussion the commission requested a tour of the current wastewater treatment plant scheduled for Saturday, December 15<sup>th</sup>, at 10:00 a.m. and to include the item for discussion on the January 7<sup>th</sup> agenda.

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

Waste Water Treatment Plant Site

Weekly Staff Report

Dorothy Benatz Trail

**AGENDA ITEM: ADJOURNMENT -** With no further business before the Board and without objection, the meeting adjourned at 6:18 p.m.

APPROVED:

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Lynda Zanolli,  
Chairperson

SUBMITTED BY:

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Dawn Norman,  
Parks and Recreation Supervisor