

**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, December 9<sup>th</sup>, 2009, 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)  
Commissioners: Krysta Dehnert  
Bethany Bezdek  
Barbara Van Wye (Absent)  
Jesse Kennen

Town Staff:  
Community Services Supervisor: Dawn Norman  
Community Development Director: Sherry Bailey

Others in Attendance: None

**AGENDA ITEM: CALL TO ORDER** – Vice Chairperson Dehnert 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 Meeting held on October 14, 2009.**

*Commissioner Bezdek motioned to approve the Regular Meeting minutes for October 14, 2009, as written. Commissioner Kennen seconded the motion. The motion passed unanimously.*

**AGENDA ITEM: REPORTS- Reports on current events**

**CHAIRPERSON'S REPORT** – None.

**STAFF REPORT** – Community Services Supervisor Norman reported the following to the Parks and Recreation Commission:

1. Open Meeting Law and Records Training for Boards and Commissions is scheduled for January 6<sup>th</sup> at 5:30-7:30. The training will be held in the Men's Lounge. A postcard with the details was mailed to each board/commission member. All board and commission members are urged to attend. This is a great opportunity for members to ask questions or inquire about situations that may arise. The State of Arizona Assistant Ombudsman will be attending the training offering information and will be available for questions.
2. Grant update – The federal government has not issued any awards to date. Due to the overwhelming response of applicants for both broadband and public computer centers it was posted that the public computer center awards will be announced in January. Community Development Director Bailey informed that a grant opportunity is available through the Bill and Melinda Gates Foundation and that the Town will pursue and apply for the grant.
3. New Year's Eve Celebration and Ball Drop – This year's event has been cancelled and will be considered next year. Factors in determining this decision included the challenge

of enlisting volunteers to work at the event along with the main factor of soliciting financial sponsorships to fund the event. Staff was concerned that these resources may be exhausted after the successful support of the Town's 4<sup>th</sup> of July, Halloween and Santa events.

**FINANCE REPORT** – The Commission reviewed the financial reports for the months of September, October and November.

**NEW BUSINESS:**

**AGENDA ITEM: WORKSESSION – A work session to discuss the Parks and Recreation Master Plan.**

Community Development Director Bailey stated that the Town has been working on many major projects, including the Clarkdale Sustainability Park concept, seeking stimulus funding as well as the General Plan update.

In working on the General Plan update, the General Plan Update Committee is incorporating information presented by each of the Focus Groups as well as information provided by the Parks and Recreation Commission. This is to ensure the information in the General Plan is consistent with the Parks and Recreation Master Plan. The main element of the General Plan affecting the Parks and Recreation Master Plan is the Open Space section. All of the work performed to date by the Parks and Recreation Commission has been incorporated into Chapter 4 of the General Plan update.

Community Development Director Bailey distributed a working document of Chapter 4 of the General Plan update. Community Development Director Bailey informed that the General Plan Update Committee agreed to amend the document as directed by the Parks and Recreation Commission's recommendations.

Community Development Director Bailey reviewed the neighborhoods and subdivisions along with possible future projects and the proposed required park acreage ratio with the Commission. There was open discussion on the neighborhoods and subdivisions along with possible future projects.

Community Development Director Bailey reviewed the working draft of Chapter 4 of the General Plan update explaining that the update will have a new chapter titled Environmental Stewardship. This chapter will be comprised of several elements in the current General Plan, one of which is Open Space, rather than separate chapters for each of the elements.

The Commission reviewed the Open Space introduction and expressed that they were in consensus with the General Plan Update Committee.

Community Development Director Bailey reviewed the Open Space Goals, Objectives and Policies developed by the Open Space Update Committee with the Commission explaining that the General Plan Update Committee took into consideration several important factors presented by the Parks and Recreation Commission which developed from the mini-charette including the importance of promoting healthy lifestyles and open space versus developed park areas and the importance of the Town to sustain open space when developers came in.

There was open discussion on the required park acreage ratio standard.

Commissioner Kennen questioned what the definition of Open Space was and how it was to be interpreted. Community Development Director Bailey responded that Open Space was undisturbed, natural land which can include a social or developed trail.

Commissioner Bezdek expressed the concern of tight restrictions on open space and the use of the land. She would like to be able to offer recreational opportunities which encourage the use of the open space by all residents, using the example that not everyone likes to walk on dirt/undeveloped trails and if a developed paved trail was incorporated through the open space it could be used by mothers with strollers or bicyclists in addition to all other trail users. Community Development Director Bailey responded that Parks and Recreation Commission will discuss and define those factors and incorporate them into the Parks and Recreation Master Plan alleviating her concern.

There was open discussion on the goal of connectivity throughout Clarkdale and adjoining communities and ensuring connectivity through open space to developed areas.

Community Development Director Bailey stated that the Parks and Recreation Commission is charged with designating standards to existing trails, dedicated trails, social trails and proposed trails. She continued that trails belong in an open space for the use of the land.

Commissioner Kennen posed the question if the Commission was able to restrict future installation of trails in open space. He wanted to ensure that there were no loop holes allowing for a crazy amount of trails to be built throughout an open space limiting the amount of trails installed in an open space.

Community Development Director Bailey stated that the Commission will be discussing and working on each of the standards outlined in the mini-charette, including trails and that the Commission can start with the trails.

Commissioner Bezdek stated she wanted to make certain that the Commission discussed the recreational use of open space in future discussions.

**AGENDA ITEM: DISCUSSION – Discussion of the 2009 Santa in Clarkdale Event.**

Community Services Supervisor Norman informed the Commission that this year's event was very successful. The volunteers from the Clarkdale Lions Club, Made In Clarkdale/Clarkdale Chamber and the Vineyard were tremendous as well as the Fire District. 68 children had their pictures taken with Santa along with many families taking advantage of the holiday photo opp. It was apparent that the new Santa had experience as he knew how to deal with the scared or crying children.

Community Services Supervisor Norman reviewed the expenses resulting from the event and informed of possible future purchases for next year's event.

Vice Chairperson Dehnert stated the gazebo decorations looked great but asked if there was any way to remove the yellow caution tape. There was open discussion on the gazebo decorations. Community Services Supervisor Norman explained the necessity for the caution tape due to safety issues. There was open discussion on the safety issues presented. Vice Chairperson Dehnert stated she understood the need for the caution tape but asked if it was possible to remove some of the tape so that there wasn't such a large amount. Community Services Supervisor Norman stated she would see if this was possible.

At the request of Community Services Supervisor Norman, Vice Chairperson Dehnert reopened Agenda Item: Staff Report.

Community Services Supervisor Norman reported that she had met with Sedona's Parks and Recreation Department Manager and Supervisor last month. Initially the invite included other parks and recreation departments in the region but they did not participate. She continued that they intend to continue with scheduling quarterly meetings hoping that it will evolve into a regional parks and recreation department meeting. This allows the opportunity to share what is happening in each of the communities as well as roundtable discussions on items and challenges that each department may be coping with.

Community Services Supervisor Norman reported that she had emailed the Commission a report on the results of this year's Halloween event. She continued that it was a record breaking year with over 1,500 trick-or-treaters participating and that everything went great. The volunteers were exceptional helping with separating the candy, delivering the candy, assisting with the costume contest and managing the roadblocks. She informed that the two hour time allotment for the event was highly supported by the participating residents on Main Street and that she had not received any negative feedback. She informed that the same timeframe and plans would be carried out next year.

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

**Parks and Recreation Master Plan**  
**Pool**

**AGENDA ITEM: ADJOURNMENT**-With no further business before the board and with no objection, the meeting adjourned at 6:52 p.m.

APPROVED:

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Krysta Dehnert  
Vice Chairperson

SUBMITTED BY:

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Dawn Norman  
Community Services Supervisor