

**BOARD OF ADJUSTMENT**

**OCTOBER 28, 2009**

**NOTICE IS HEREBY GIVEN THAT THE REGULAR MEETING OF THE BOARD OF ADJUSTMENT OF THE TOWN OF CLARKDALE, SCHEDULED FOR WEDNESDAY, OCTOBER 28, 2009, AT 6:00 P.M. IN THE CLARK MEMORIAL LIBRARY, 39 N. NINTH STREET, CLARKDALE, AZ, IS CANCELLED.**

**Dated this 19th day of October, 2009**

**TOWN OF CLARKDALE**

**By:**

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**Walt Good**

**Deputy Town Clerk**

**MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, OCTOBER 14, 2009, AT 6:00 P.M. IN THE CLARK MEMORIAL LIBRARY, 39 N. NINTH STREET, CLARKDALE, AZ.**

A Regular Meeting of the Design Review Board of the Town of Clarkdale was held on Wednesday, October 14, 2009, at 6:00 p.m. in the Clark Memorial Library, 39 N. Ninth Street, Clarkdale, AZ.

**BOARD MEMBERS:**

Chairperson	Marsha Foutz	Present
Vice Chair	Elaine Sakelarios	Present
Board Members	Charles Scully	Present
	Michelle Hayman	Excused
	Robyn Prud'homme-Bauer	Present

**STAFF:**

GIS Planner	Guss Espolt
Administrative Assistant	Vicki McReynolds

**Others In Attendance: None.**

**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 of September 9, 2009. Board Member Prud'homme-Bauer motioned to approve the Regular Meeting Minutes of September 9, 2009. Board Member Foutz seconded the motion. The motion passed unanimously.

**AGENDA ITEM: REPORTS:**

**Chairperson's Report:** Vice Chairperson Sakelarios asked Staff about the rules for banners specifically at Las Palapas. Staff stated they did address the banners with the owner and gave them a copy of the Town Code. Olsen Grain's banners were considered clutter and were taken down. Staff will get copies of State Law / signs that are "grandfathered in" for their review.

**Staff Report:** Staff reminded the Board Members their November 11th meeting falls on Veteran's Day holiday. The November meeting will take place the following day, November 12, 2009.

**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. **There was no public comment.**

**NEW BUSINESS:**

**AGENDA ITEM: ELECTIONS: ELECTIONS FOR CHAIRPERSON AND VICE CHAIRPERSON.**

**Board Member Scully motioned to appoint Board Member Foutz as Chairperson. Board Member Prud'homme-Bauer seconded the motion. Board Member Foutz accepted the nomination and was elected unanimously. Board Member Scully motioned to appoint Board Member Sakelarios as Vice Chairperson. Board Member Prud'homme-Bauer seconded the motion. Board Member Sakelarios accepted the nomination and was elected unanimously.**

**-Welcome two Board Members:** Welcome to Elaine Sakelarios, (who previously served on the Design Review Board) and welcome to Robyn Prud'homme-Bauer, who has served on many of the Boards and Commissions in the past several years. The Design Review Board is now a full five member board. Both Board Members Sakelarios and Prud'homme-Bauer stated the importance of the Design Review Board and the role it plays in the Town of Clarkdale's future.

**AGENDA ITEM: PUBLIC HEARING: DRB-090173-Verizon Wireless-Carl Taskes-Cell Tower/Building Request.**

Staff stated the applicant, Carl Taskes, called to say he would not be able to attend this meeting as he had to go out of state. The applicant asked for his request to be continued to the next Design Review Board Meeting in November for discussion only. Mr. Taskes is working on the Fire Department location with simulated photos. He will also bring a map to show how far the cell coverage will be.

The Board Members stated the scale, proportion and lighting of the cell tower request are some very important factors that the applicant needs to address.

Staff will bring the FCC Book to the next meeting for Board Members review.

The Board Members would like to generate a list of questions for the applicant for his review prior to the November meeting. Staff will coordinate the list and send it to Mr. Taskes.

**AGENDA ITEM: ACTION: The applicant, Carl Taskes, could not make this meeting and asked for his request to be continued to the next Design Review Board Meeting.**

**Board Member Prud'homme-Bauer motioned to continue this item to the next meeting. Board Member Scully seconded the motion. The motion passed unanimously.**

**DRAFT**

**Design Review Board  
October 14, 2009**

**Staff was given direction to email to the Board Members prior to the next meeting, the first Staff Report with photos for their review. Staff will also remind the members to provide any questions regarding the Verizon Wireless, Cell Tower request, so that they can be sent to Mr. Taskes prior to the next meeting.**

**AGENDA ITEM: FUTURE AGENDA ITEMS:**

**-Verizon Wireless – November 12, 2009**

**-AGENDA ITEM: ADJOURNMENT: Chairperson Foutz motioned to adjourn the meeting. Vice Chairperson Sakelarios seconded the motion. The motion passed unanimously. The meeting adjourned at 7:15 p.m.**

**APPROVED BY:**

**SUBMITTED BY:**

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**Marsha Foutz  
Chairperson**

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**Vicki McReynolds  
Administrative Assistant II**

**MINUTES OF A REGULAR MEETING OF THE  
HERITAGE CONSERVANCY BOARD OF THE TOWN OF CLARKDALE**

A Regular Meeting of the Heritage Conservancy Board of the Town of Clarkdale was held on, October 21, 2009 at 4:00 p.m. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street,, Clarkdale, AZ.

**Board Members:** Chairperson Drake Meinke  
Vice Chairperson Gerald Wombacher  
Paul Peck  
Jesus Valdez  
Isabel Erickson

**Staff:** Library Manager Charlotte Hawken  
Assistant Town Manager Janet Perry  
Community Services Supervisor Dawn Norman

**Others in attendance:** Patricia Williams

**AGENDA ITEM: CALL TO ORDER** – Chairperson Meinke called the meeting to order at 4:04 p.m. and noted that all members were present.

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

**AGENDA ITEM: CONSIDERATION OF THE MINUTES** – Consideration of the minutes of the regular meeting held on September 16, 2009.

*Board Member Erickson moved to approve the minutes as written. Vice Chairperson Wombacher seconded and the motion passed unanimously.*

**AGENDA ITEM: REPORTS**

**CHAIRPERSON'S REPORT** - Chairperson Meinke reported that the Clarkdale Heritage Center is looking for volunteers for the December Home Tour. He welcomed new member Paul Peck.

**STAFF REPORT** – Library Manager Hawken stated that two batches of blueprints had been copied, the Arizona Historical Records Advisory Board grant supply order would be completed soon and then the furniture pads would be ordered.

Community Services Supervisor Norman stated there have been many great comments made by Council and staff members about the look and use of the Reading Room.

**AGENDA ITEM: CHAIR AND VICE CHAIR** – Discussion and consideration of appointing Chairperson and Vice Chairperson.

*Board Member Erickson moved to appoint Gerald Wombacher as president.*

Board Member Wombacher declined and Board Member Erickson withdrew the motion.

**Board Member Erickson moved to appoint Drake Meinke as chairperson and Gerald Wombacher as vice chairperson . Board Member Wombacher seconded and the motion passed unanimously.**

**AGENDA ITEM: ARCHIVE POLICY MANUAL –Discussion and consideration of amendments to the Town of Clarkdale Archive Policy Manual.**

Community Services Supervisor Norman reviewed the proposed amendments with the Board:

1. Reformatted structure of Contents page and other general formatting throughout the document;
2. Section III – Verbiage amended to acknowledge future changes as a part of the adopted document;
3. Section V – Verbiage amended to clarify authority of Collections Manager and include a term of service for that position. This change will provide consistency with other Town appointed terms;
4. Sections VI, IX and X all contain minor amendments to verbiage in order to provide clarity and consistency with other Town documents;
5. Section XIV – Verbiage amended to clarify the difference between access by Town staff as opposed to non-staff access requests.

**Vice Chairperson Wombacher moved to approve the proposed amendments to the Town of Clarkdale Archive Policy manual. Board Member Valdez, seconded and the motion passed unanimously.**

Vice Chairperson Wombacher asked that all Board Members learn the Archive procedures for times when the Collection Manager is not available. Chairperson Meinke noted that a state team will do training with the awardees of the grants when the current Arizona Historical Record Advisory Board grant is completed and reported on.

There was open discussion on Co-Collection Manager positions. Board Member Erickson noted that she is seeking a sample job description for the Collection Manager.

**AGENDA ITEM: EXHIBITION LOAN REQUEST – Discussion and consideration of an Exhibition Loan Request from the Clarkdale Heritage Center for the Verde Valley Country Club Plaque.**

Community Services Supervisor Norman informed that the museum expressed their intention is to display the plaque outside the Museum. Chairperson Meinke opened the item to public comment. Patricia Williams stated the item came from Phelps Dodge with a letter signed by a Phelps Dodge Representative, which cannot be located. She continued that there is no Deed of Receipt for the item. Patricia Williams reported on the history of the item and its location. It was noted that the Center is willing to take it as is. There was open discussion on securing the item.

**Chairperson Meinke moved to approve the Exhibition Loan Request from the Clarkdale Heritage Center for the Verde Valley County Club Plaque stipulating that the item be securely installed. Board Member Erickson seconded and the motion passed unanimously.**

**AGENDA ITEM: DISPLAY CASE – Discussion and consideration of appointing the Clarkdale Heritage Center to manage the display case located in the Ladies' Lounge.**

Community Services Supervisor Norman explained that at last month's worksession in the Reading Room the Board had decided to move the display case into the Ladies' Lounge with the intent to manage the display case. She continued that when she met with Clarkdale Heritage Center Board Members Cindy Emmett and Mary Lou Estlick they had expressed the Center's interest in managing the display case.

There was open discussion on the following:

1. The locations of the display case, wood box and bank counter.
2. Proposed displays would be on town history.
3. Rotating every six months or when requested by the Heritage Conservancy Board.
4. The displays would help Clarkdale Heritage Center meet a requirement in their lease agreement with the town to provide displays in town buildings.

**Board Member Erickson moved to appoint the Clarkdale Heritage Center to manage the display case located in the Ladies Lounge. Vice Chairperson Wombacher seconded and the motion passed unanimously.**

**AGENDA ITEM: EXHIBITION LOAN REQUEST – Discussion and consideration of an Exhibition Loan Request from the Clarkdale Heritage Center for Staley collection photographs of the interior of the Ladies Lounge, Men's Lounge, Reading Room and Gymnasium of the Clark Memorial Clubhouse for a display in the Ladies Lounge display case.**

**Board Member Erickson moved to approve the Exhibition Loan Request from the Clarkdale Heritage Center for Staley Collection photographs of the interior of the Ladies Lounge, Men's Lounge, Reading Room and Gymnasium of the Clark Memorial Clubhouse for a display in the Ladies Lounge display case. Vice Chairperson Wombacher seconded and the motion passed unanimously.**

**AGENDA ITEM: CLARKDALE'S KIOSKS ABOUT HISTORY– Discussion of Clarkdale's Kiosks about History, part of an Arizona Tourism Grant.**

This item was tabled to the next meeting.

**AGENDA ITEM: MEN'S LOUNGE PIANO – Discussion and consideration to approve funding to tune the piano located in the Men's Lounge.**

Chairperson Meinke stated that he had asked for this item to be included on the agenda. He continued that he had received quotes ranging between \$90-\$120.

Community Services Supervisor Norman informed that the Clarkdale Heritage Center has a professional musician who has volunteered to play during the historic buildings tour in December.

Chairperson Meinke stated that the Board had tuned the piano in 1999 for a Clubhouse Tour. There was open discussion on the condition of the piano and tuning the piano.

Board Member Valdez expressed his concern of ensuring that the individual hired to tune the piano was certified. There was open discussion on professional tuners and their credentials.

There was open discussion on the benefits to tuning the piano. Community Services Supervisor Norman shared that if the piano was tuned she could seek a volunteer to play at the Parks and Recreation Santa event held in December.

**Board Member Erickson moved to get the Men's Lounge piano tuned by a professional tuner for not more than \$250 to be paid from the Heritage Conservancy Board Donations account. Chairperson Meinke seconded.** Board Member Valdez stated he would like to research available tuners before voting on this. **The motion passed unanimously.**

Board Member Valdez asked to be excused from the meeting.

**With no objections, Chairperson Meinke moved Agenda Item 12. WORKSESSION – A worksession to discuss the arrangement of furnishings in the Reading Room after Agenda Item 14.**

**AGENDA ITEM: ARIZONA'S CENTENNIAL CELEBRATION – Discussion and consideration of Arizona's Centennial Celebration.**

Chairperson Meinke stated he is looking for volunteers to work on a committee to develop Clarkdale Centennial celebration projects.

Assistant Town Manager Perry requested that a member or members of the Heritage Conservancy Board represent the Town at the Yavapai County Centennial meetings in preparing for the State Centennial. The representative(s) would act as a liaison and report back to the Town Council, Heritage Conservancy Board and Town Staff. The next meeting will be on October 26<sup>th</sup> at 10:00 a.m. in the Yavapai County Building in Cottonwood. Community Services Supervisor Norman noted that the State has asked Arizona municipalities and counties to celebrate the state centennial throughout 2012. She continued that the Yavapai County Centennial Committee has been working on several projects and are trying to coordinate celebrations at each of the municipalities throughout the county.

**Chairperson Meinke moved for the Heritage Conservancy Board to take on participating on the Yavapai County State Centennial Committee to represent the Town of Clarkdale. Vice Chairperson Wombacher seconded and the motion passed unanimously.**

**AGENDA ITEM: CLARKDALE HERITAGE DANCES – Discussion and consideration of the Clarkdale Heritage Dances.**

Patricia Williams reviewed the financial results from the current and previous years. She reported that only 40 people attended the October 4, 2009 dance. There was open discussion on other events held in conjunction with the dance effecting attendance. Patricia Williams stated that she has made an arrangement with Sentimental Journey to issue payment in January for the October, November and January dances.

There was open discussion on the April 2009 survey results indicating attendees were willing to pay more than the \$5.00 entrance fee. Board Member Erickson reviewed pricing she had gathered from other dance admission fees ranging from \$6-\$9.

There was open discussion on admission fees and how to split the responsibilities and income and expenditures between the Heritage Conservancy Board and the Clarkdale Heritage Center.

**Chairperson Meinke moved to approve the entrance fee to be increased from \$5.00 to \$7.50 beginning in January 2010. Vice Chairperson Wombacher seconded and the motion passed unanimously.**

The Board members agreed to splitting all income and costs 50-50 between the Heritage Conservancy Board and the Clarkdale Heritage Center and to help with the work for the dances. The vote was tabled in order to allow staff to seek direction from the Finance Department on establishing financial procedures and to receive input from the Clarkdale Heritage Center.

**AGENDA ITEM: WORKSESSION – A worksession to discuss the arrangement of furnishings in the Reading Room.**

Community Services Supervisor Norman shared with the Board several of the comments received after Council held an executive meeting in the Reading Room. She continued that the Reading Room is now being utilized for town and regional meetings.

Assistant Town Manager Perry explained that the Reading Room is not on the facility list for rental. It will be exclusively used for meetings and will not be open for Operation Graduation or other events.

The Board expressed they would like to see the Reading Room arranged as close as possible to its original set up. The Board Members agreed for Town Staff to arrange the room as needed using historic photos as a guide.

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

1. Kiosks
2. Dances
3. Collection Manager appointment
4. Report on AHRAB grant final report

**AGENDA ITEM: ADJOURNMENT – With no further business and without objection the meeting adjourned at 6:05 pm.**

**APPROVED:** \_\_\_\_\_  
Drake Meinke, Chairperson

**SUBMITTED:** \_\_\_\_\_  
Charlotte Hawken, Library Manager

**MINUTES OF A REGULAR MEETING OF THE GENERAL PLAN UPDATE COMMITTEE OF THE TOWN OF CLARKDALE HELD ON MONDAY, OCTOBER 19, 2009, IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.**

A Regular Meeting of the General Plan Update Committee of the Town of Clarkdale was held on Monday, October 19, 2009 at 4:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

**Planning Commission:**

Chairperson	Janet Regner	Present
Vice Chairperson	Lew Dodendorf	Present
Committee Members	David Gordon	Present
	Ida deBlanc	Present
	Jack VanWye	Present
	Karen Daniels	Present
	Lisa O'Neill	Present
	Ruth Wicks	Present

**Staff:**

Community Development Director                      Sherry Bailey

**Others In Attendance:** Janet Perry.

**AGENDA ITEM: CALL TO ORDER:** The Chairperson called the meeting to order at 4:00 p.m.

**AGENDA ITEM: ROLL CALL:** The Community Development Director called roll.

**AGENDA ITEM: MINUTES:** Committee Member Wicks motioned to approve the Regular Meeting Minutes of September 21, 2009. Committee Member O'Neill seconded the motion. The motion passed unanimously.

**AGENDA ITEM: REPORTS:**

**Chairperson's Report:** The Chairperson reminded the Committee Members of the joint meeting with the Planning Commission at 5:00 p.m. on October 22, 2009 at the Men's Lounge.

**Staff Report:** Staff had no report.

**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 comments to **FIVE** minutes.

**There was no public comment.**

**OLD BUSINESS:**

**AGENDA ITEM: DISCUSSION:** Replacement for Committee Member Sakelarios.

This being a discussion only, there were **no actions** taken. The Community Development Director updated the committee on the progress being made to replace Committee Member Sakelarios.

**NEW BUSINESS**

**AGENDA ITEM: CONTINUED REVIEW & DISCUSSION: Clarkdale General Plan – Chapter One – with changes for review.**

This being a discussion only, there were **no actions** taken. Staff was given direction to correct the final draft and include a copy in the packet for next month's regular meeting.

**AGENDA ITEM: DISCUSSION: Chapter Four – Environmental Stewardship**

This being a discussion only, there were **no actions** taken. Staff was given direction to bring the corrected chapter for review at the next regular meeting.

**AGENDA ITEM: DISCUSSION: -Discussion towards moving on to additional chapters.**

This being a discussion only, there were **no actions** taken. Staff was given direction to have Chapter Five ready for review at the next regular meeting.

**AGENDA ITEM: RECAP: Meeting Accomplishments.**

The Chairperson recapped the changes made to the chapters and reminded everyone of the joint meeting on Thursday.

**DRAFT**

***General Plan Update Committee  
October 19, 2009***

**AGENDA ITEM: FUTURE AGENDA ITEMS:**

It was requested that an agenda item be added for the next meeting that would recap the process agreed upon at the joint meeting.

**AGENDA ITEM: ADJOURNMENT: Committee Member Dodendorf motioned to adjourn the meeting. Committee Member Daniels seconded the motion. The motion passed unanimously. The meeting adjourned at 5:15 p.m.**

**APPROVED BY:**

**SUBMITTED BY:**

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**Janet Regner**  
Chairperson

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**Sherry Bailey**  
Community Development Director

**MINUTES OF A SPECIAL JOINT MEETING OF THE GENERAL PLAN UPDATE COMMITTEE WITH THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON THURSDAY, OCTOBER 22, 2009, IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.**

A **SPECIAL JOINT** meeting of the General Plan Update Committee with the Planning Commission of the Town of Clarkdale was held on Thursday, October 22, 2009 at 5:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

**General Plan Update Committee**

Chairperson	Janet Regner	Present
Vice Chairperson	Lew Dodendorf	Excused
Committee Members	David Gordon	Present
	Ida deBlanc	Excused
	Jack VanWye	Present
	Karen Daniels	Present
	Lisa O'Neill	Excused
	Ruth Wicks	Present

**Planning Commission:**

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

**Staff:**

Community Development Director	Sherry Bailey
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**Others In Attendance:** None.

**AGENDA ITEM: CALL TO ORDER:**

- Planning Commission - Called the meeting to order at 5:00 p.m.
- General Plan Update Committee – Called the meeting to order at 5:00 p.m.

**AGENDA ITEM: ROLL CALL:**

- Planning Commission – Roll call was taken.
- General Plan Update Committee – Roll call was taken.

**DRAFT**

**General Plan Update Committee  
October 22, 2009**

**AGENDA ITEM: PUBLIC COMMENT:** There was no public comment.

**AGENDA ITEM: DISCUSSION:** The Planning Commission and the General Plan Update Committee working through the process of updating the General Plan together.

-Discussion occurred about how we put everything together.

-Chairperson Regner of the General Plan Update Committee explained where the Committee is to date. Chapter One will set the tone and lay the foundation for the rest of the General Plan.

-Near completion of a chapter, the Planning Commission will receive an email of it.

-Roles will be better defined as the process moves forward.

-The General Plan Committee will keep the Planning Commission in the loop.

-Need to have a public meeting on Chapter One.

-There will be a joint special meeting with the Planning Commission and the General Plan Update Committee on November 19, 2009 at 5:00 p.m. in the Town Hall Community Room.

-The Planning Commission will move their "regular" meeting from November 26<sup>th</sup> to a "Special" meeting on November 19, 2009, at 6:00 p.m., in the Town Hall Community Room (following the joint meeting).

**This agenda item being for discussion only, there were no actions taken.**

**AGENDA ITEM: ADJOURNMENT:**

- **General Plan Update Committee** – Committee Member Van Wye motioned to adjourn the meeting. Committee Member Wicks seconded the motion. The motion passed unanimously.

-**Planning Commission** – Commissioner Regner motioned to adjourn the meeting. Commissioner Bayless seconded the motion. The motion passed unanimously.

**The meeting adjourned at 6:00 p.m.**

**APPROVED BY:**

**SUBMITTED BY:**

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**Janet Regner**  
Chairperson

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**Sherry Bailey**  
Community Development Director

**NOTICE OF A REGULAR MEETING OF THE  
LIBRARY ADVISORY BOARD OF THE TOWN OF CLARKDALE**

Pursuant to Resolution No. 215 of the Town of Clarkdale, and Section 38-431.02, Arizona Revised Statutes, **NOTICE IS HEREBY GIVEN** that the Library Advisory Board of the Town of Clarkdale will hold a Regular meeting on **Thursday, October 1, 2009 at 9:00 a.m.** in the **Administration Community Room, 39 North Ninth Street, Clarkdale, Arizona.**

Dated this 24<sup>th</sup> day of September

POSTED:

BY:

Charlotte Hawken, Library manager

DATE: 9/24/09

TIME: 4:00 P.M.

**THIS MEETING HAS BEEN CANCELLED DUE TO LACK OF AGENDA ITEMS.**

**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, October 14<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  
Commissioners: Krysta Dehnert  
Bethany Bezdek  
Barbara Van Wye  
Jesse Kennen

Town Staff:  
Community Services Supervisor: Dawn Norman  
Assistant Town Manager: Janet Perry

Others in Attendance: None

**AGENDA ITEM: CALL TO ORDER** – Chairperson Zanolli called the meeting to order at 5:36 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 September 9, 2009.**

**Chairperson Zanolli motioned to approve the Regular Meeting minutes for September 9, 2009, as written. Commissioner Bezdek 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. Cities & Towns Week will be observed October 19-23<sup>rd</sup>. This week is set aside to highlight local government's essential contribution to our citizens. To celebrate this week, on October 22<sup>nd</sup>, Kindergarten and First Grade students from the Clarkdale-Jerome School will tour town facilities to learn about municipal government. First, they will be greeted by Mayor Von Gausig. They will then meet Gail Sadler from the U.S. Census Bureau and learn about the upcoming 2010 Census. The group will then have a hands-on tour of a fire truck, ambulance, and a police cruiser - where they will get to meet K-9 Officer Laser. In addition, the group will hear about the town's water service provided by the Utilities Department and explore the Clark Memorial Library where they will get to experience Storytime.

In addition, the Town is holding a poster contest for the Clarkdale-Jerome School 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> grade classes. This year's theme is "If I were a Town of Clarkdale employee my job would be...". The students' artwork will be on display in the library and can be viewed Thursday, October 15<sup>th</sup> – Saturday, October 24<sup>th</sup>.

**FINANCE REPORT** – Community Services Supervisor Norman informed that she had just received the finance reports therefore she did not have time to fully review them. In a brief review of the reports she did note there were some items she needed to address with Finance. She will review the revised reports with the Commission at next month's meeting.

**NEW BUSINESS:**

**AGENDA ITEM: CHAIR AND VICE CHAIR – Discussion and consideration of appointing Chairperson and Vice Chairperson.**

Commissioner Dehnert motioned to nominate Commissioner Zanolli as Chairperson. Commissioner Bezdek seconded the motion. The motion passed unanimously.

Commissioner Bezdek motioned to nominate Commissioner Dehnert as Vice Chairperson. Commissioner Zanolli seconded the motion. The motion passed unanimously.

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

Agenda Item was tabled to the next regular meeting.

**CLARKDALE SUSTAINABILITY PARK CONCEPT – Discussion of the Clarkdale Sustainability Park concept.**

Assistant Town Manager reviewed the proposed Clarkdale Sustainability Park Concept with the Commission and distributed brochures. There was open discussion on the proposed elements of the park which could include a plasma converter, solar panels, algae field, as well as other energy-producing technologies.

Assistant Town Manager stated that the Mayor and Town Manager have been and will continue presenting the concept to other municipalities, legislators and interested parties. She continued that they have received positive responses so far to the presentation. The presentation was made to Council at last night's meeting. Council supports the project but expressed caution in two areas: funding, because they do not want to see added financial burden on residents; and staff's time, already strained and not wanting time devoted to this project to overburden or affect services..

Assistant Town Manager Perry stated that a feasibility study will be conducted. The Town will seek grant money to fund the study which should cost approximately \$200,000. There was open discussion on the feasibility study and what it would produce.

Commissioner Kennen expressed his concern of the choice of the Pecks Lake area explaining it is such a pristine natural area and to incorporate an industrial area just doesn't seem to fit in.

Assistant Town Manager Perry informed that there are other sites being considered for the project. There was open discussion on the choice of location.

Assistant Town Manager Perry explained that we are at the beginning stages of planning the project and encouraged the Commission to participate in the process. She informed that information is available on the town website and currently the town is working on a dedicated website and email for the Clarkdale Sustainability Park.

**AGENDA ITEM: DISCUSSION – Discussion of the 2009 Halloween on Main Street Event.**

Community Services Supervisor Norman reviewed the current plans and updated the Commission on the status of the event. She informed the Commission that the Town has received \$1,073 in monetary donations and \$620 in gift cards. These amounts are comparable to last year's donations. She continued that candy donations are down from last year so far but there is still time for donations to come in.

Community Services Supervisor Norman reviewed the current volunteer sign-ups and scheduling of the tasks with the Commission. There was open discussion on the volunteer opportunities.

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

Community Services Supervisor Norman informed the Commission that this year's event will be held on Saturday, December 5<sup>th</sup> from 11 am to 1 pm in the Men's Lounge. She continued that a replacement for Santa has been found thanks to the help of the Van Wye's. Clay Conboy has many years of experience serving as Santa Claus including city events in Prescott along with working at malls. He is very similar to the previous Santa where he does not do it for personal financial gain, he donates all related revenues to a local charity in Prescott.

Community Services Supervisor Norman informed that the this year's event will offer the same activities as last year: photo and visit with Santa, a free picture frame ornament, hot chocolate and cookies, and making an ornament for the Town tree with Made in Clarkdale artists.

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

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

Community Services Supervisor Norman updated the Commission on the status of the Library Public Computer Center Grant. The NTIA, the federal agency reviewing the grants, asked the Governor's of each state to prioritize the projects that were submitted in their states.

Governor Brewer formed a review committee to make a recommendation to her on the prioritization. The Committee's rankings were released last week and Clarkdale's Library grant was not included in any of the three categories ranked. The Governor will now review the Committee's recommendations and then forward her prioritizations to the NTIA. The NTIA is not bound to honor to Governor's rankings, but will take them into consideration.

The town did receive some good news last week, which came in the form of a letter of support for our project from Congresswoman Ann Kirkpatrick. In addition to providing the letter to the town, the Congresswoman sent the letter directly to the federal agency that is reviewing the applications.

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

**Holiday Event w/ Santa**  
**Parks and Recreation Master Plan**  
**Re-cap of Halloween**

**AGENDA ITEM: ADJOURNMENT-**With no further business before the board and with no objection, the meeting adjourned at 6:42 p.m.

**APPROVED:**

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Lynda Zanolli  
Chairperson

**SUBMITTED BY:**

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Dawn Norman  
Community Services Supervisor

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON THURSDAY, OCTOBER 22, 2009, IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.**

A **REGULAR** meeting of the Planning Commission of the Town of Clarkdale was held on Thursday, October 22, 2009 at 6:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

**Planning Commission:**

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

**Staff:**

Community Development Director	Sherry Bailey
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**Others In Attendance:** None.

**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 of September 24, 2009. Commissioner Bayless motioned to approve the Regular Meeting Minutes of September 24, 2009. Vice Chairperson Olguin seconded the motion. The motion passed unanimously.**

**AGENDA ITEM: REPORTS:**

**Chairperson's Report:** None.

**Staff Report:** None.

**AGENDA ITEM: PUBLIC COMMENT:** There was no public comment.

**NEW BUSINESS**

**AGENDA ITEM: ELECTIONS: ELECTION FOR CHAIRPERSON AND VICE CHAIRPERSON.**

**Commissioner Puzas motioned to appoint Commissioner Olguin as Chairperson. Commissioner Regner seconded the motion. Commissioner Olguin accepted the nomination and was elected unanimously. Commissioner Puzas motioned to appoint Commissioner Regner as Vice Chairperson. Chairperson Olguin seconded the motion. Commissioner Regner accepted the nomination and was elected unanimously.**

**AGENDA ITEM: DISCUSSION: BOB TREADWAY, Futurist, "Leading Over the Horizon: A Vision for Arizona's Cities & Towns".**

The Commissioners received in their packets prior to the meeting the handout by Bob Treadway, Futurist. Mr. Treadway's "How to Look Into the Future" uses a weather forecaster's approach. Don't predict. Forecast.

Forecast: Foresight that takes uncertainty into account and adjusts with time and new information. Track, understand, and move closer to the uncertainties. The following outlines the areas covered in Mr. Treadway's presentation.

- Uncertainties
- Flexible Foresight
- Economic Outlook
- Optimistic V (15% probability)
- Probable U (60% probability)
- Plateau Bounce (35% probability)
- Three R's: Reboot, Reset, Rethink

The Commissioners discussed the handout and key points for Clarkdale.

**This agenda item being for discussion only, there were no actions taken.**

**AGENDA ITEM: DISCUSSION: The Broadband and Library Projects – presented by the Community Development Director.**

-The Community Development Director updated the Commissioners on the Broadband and Library Projects and will continue to give updates as the information becomes available.

**This agenda item being for discussion only, there were no actions taken.**

**DRAFT**

*Planning Commission  
October 22, 2009*

**AGENDA ITEM: FUTURE AGENDA ITEMS:**

- Chapter 12
- PTM Enterprises
- Mountain Gate Update
- Sustainability Park

**AGENDA ITEM: ADJOURNMENT: Vice Chairperson Regner motioned to adjourn the meeting. Commissioner Puzas seconded the motion. The motion passed unanimously. The meeting adjourned at 6:40 p.m.**

**APPROVED BY:**

**SUBMITTED BY:**

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**Jorge Olguin**  
Chairperson

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**Sherry Bailey**  
Community Development Director

**MINUTES OF A SPECIAL JOINT MEETING OF THE PLANNING COMMISSION WITH THE GENERAL PLAN UPDATE COMMITTEE OF THE TOWN OF CLARKDALE HELD ON THURSDAY, OCTOBER 22, 2009, IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.**

A **SPECIAL JOINT** meeting of the Planning Commission with the General Plan Update Committee of the Town of Clarkdale was held on Thursday, October 22, 2009 at 5:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

**Planning Commission:**

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

**General Plan Update Committee**

Chairperson	Janet Regner	Present
Vice Chairperson	Lew Dodendorf	Excused
Committee Members	David Gordon	Present
	Ida deBlanc	Excused
	Jack VanWye	Present
	Karen Daniels	Present
	Lisa O'Neill	Excused
	Ruth Wicks	Present

**Staff:**

Community Development Director	Sherry Bailey
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**Others In Attendance:** None.

**AGENDA ITEM: CALL TO ORDER:**

- Planning Commission - Called the meeting to order at 5:00 p.m.
- General Plan Update Committee – Called the meeting to order at 5:00 p.m.

**AGENDA ITEM: ROLL CALL:**

- Planning Commission – Roll call was taken.
- General Plan Update Committee – Roll call was taken.

**AGENDA ITEM: PUBLIC COMMENT: There was no public comment.**

**AGENDA ITEM: DISCUSSION: The Planning Commission and the General Plan Update Committee working through the process of updating the General Plan together.**

- Discussion occurred about how we put everything together.
- Chairperson Regner of the General Plan Update Committee explained where the Committee is to date. Chapter One will set the tone and lay the foundation for the rest of the General Plan.
- Near completion of a chapter, the Planning Commission will receive an email of it.
- Roles will be better defined as the process moves forward.
  - The General Plan Committee will keep the Planning Commission in the loop.
- Need to have a public meeting on Chapter One.
- There will be a joint special meeting with the Planning Commission and the General Plan Update Committee on November 19, 2009 at 5:00 p.m. in the Town Hall Community Room.
- The Planning Commission will move their “regular” meeting from November 26<sup>th</sup> to a “Special” meeting on November 19, 2009, at 6:00 p.m., in the Town Hall Community Room (following the joint meeting).

**This agenda item being for discussion only, there were no actions taken.**

**AGENDA ITEM: ADJOURNMENT:**

**-Planning Commission –** Commissioner Regner motioned to adjourn the meeting. Commissioner Bayless seconded the motion. The motion passed unanimously.

**- General Plan Update Committee –** Committee Member Van Wye motioned to adjourn the meeting. Committee Member Wicks seconded the motion. The motion passed unanimously.

**The meeting adjourned at 6:00 p.m.**

**APPROVED BY:**

**SUBMITTED BY:**

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**Dave Puzas**  
Chairperson

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**Sherry Bailey**  
Community Development Director