**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 13, 2010, at 5:30 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

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| Chairperson: | Lynda Zanolli | |
| Commissioners: | Barbara Van Wye | |
| | Jesse Kennen | (Absent) |
| | Debbie Pickard | |
| | Shannon Westcott | (Arrived at 5:50 p.m.) |

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

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 May 12, 2010 and the Special Meeting held on June 16, 2010.**

***Commissioner Van Wye motioned to approve the Regular Meeting minutes for May 12, 2010, and the Special Meeting minutes for June 16, 2010, as written. Commissioner Pickard seconded the motion. The motion passed unanimously.***

**AGENDA ITEM: INFORMATIONAL REPORTS**

**CHAIRPERSON'S REPORT – A report from the Chairperson on current events.**
Chairperson Zanolli had no items to report.

**STAFF REPORT – A report from the Community Services Supervisor on current events.**
Community Services Supervisor Norman informed the Commission of the following:

- Introduced and welcomed new Commissioners Debbie Pickard and Shannon Westcott.
- Apologized to the Board for neglecting to include the election of Chairperson and Vice Chairperson on this month's agenda. The Board will elect these positions in November.
- The Board will be reviewing, discussing and considering the Verde Valley Regional Trails Plan in November. She will email digital documents via email but will also have hard copies available.
- Clark Memorial Library re-opened on October 11th. Commissioners were invited and encouraged to visit the library and see the remodel.
- Board and Commission Training is scheduled for Wednesday, November 3rd, 6-8 p.m. in

the Men's Lounge. All Boards and Commissions are encouraged to attend as the Clerk will be reviewing Arizona's Open Meeting Law and the Public Service Handbook.

**NEW BUSINESS:**

**AGENDA ITEM: CLARKDALE POOL – An update and discussion on the fundraising campaign to re-open the Clarkdale Pool for the 2011 season.**

Community Services Supervisor Norman updated the Commission on the progress of the Jump In! Open the Pool! Fundraising Committee stating that to date, $11,471.53 had been raised. She explained that several fundraising events have been held including a spaghetti dinner hosted by Main Street Café and Pizzeria where the owner and staff donated their time to work the event. She continued that the Committee will be holding a BBQ in the Park on Halloween and that other events will be planned throughout the upcoming months and that she will keep the Commission apprised.

**AGENDA ITEM: HALLOWEEN – An update and discussion on the 2010 Halloween event.**

Community Services Supervisor Norman reviewed the evening's scheduled activities with the Commission.

Community Services Supervisor Dawn Norman informed:

- Solicitation letters for candy donations were mailed in September and that donations were slowly coming in.
- Resident packets were delivered to all of the residents in Upper Clarkdale on Main, First North and First South Streets. She reviewed the resident packet with the Commission.
- Surveys were included in the resident packet. The last survey was given in 2008. The survey results will be a review of the event and where improvements could be made helping in the planning of the event.
- Volunteers were still needed.

There was open discussion on the event and the items covered by Community Services Supervisor Dawn Norman.

**AGENDA ITEM: PARKS AND RECREATION MASTER PLAN – A work session to discuss the Parks and Recreation Master Plan.**

Community Development Director Sherry Bailey apologized to the Commission explaining the schedule presented to the Commission on the General Plan Update has changed. The General Plan Update is now scheduled to be presented to the Town Council in October. As she had previously explained to the Commission all of the items in the General Plan dovetail with the Parks and Recreation Master Plan. Community Development Director Sherry Bailey distributed a draft of Chapter 1 of the Parks and Recreation Master Plan and asked the Commission to review the chapter and bring any comments or revisions to the November meeting.

There was open discussion on the maps and if the Commission should keep any of the items that were previously distributed to them. Community Development Director Bailey instructed the Commission to dispose of all items that were distributed to them prior to this meeting.

Community Development Director Bailey reviewed the approval process of the Parks and Recreation Master Plan explaining when the Parks and Recreation Commission has completed reviewing and revising the draft the Commission will then meet with the Planning Commission for their review and approval. It will then go to Council, a Public Hearing will be held, and then back to Council for approval. Once the Master Plan is approved by Council it will then be an addendum to the General Plan.

**AGENDA ITEM: HIGHLANDS SUBDIVISION PARKS - A discussion on the Highlands Subdivision Parks.**

Community Development Director Sherry Bailey informed the Commission that the Highlands project is now moving forward. She reviewed the location of the development with the Commission explaining that the Commission had approved the park facilities in the current development agreement a couple years ago. The Highlands are now proposing an amendment to the development agreement.

The proposed amendment would be in 3 phases. Sewer has been an issue and these issues have now been resolved as their will be an expansion and upgrade to the Town's sewer system. 1/3 of the homes would be hooked up to the current sewer system with the remaining homes being hooked up after the expansion and upgrade is completed. This positive resolution alleviates the need for the treatment package plant, the negative is that this eliminates the treated effluent to water the parks. There was open discussion on watering options including rainwater/run off harvesting.

Community Development Director Bailey explained that a number of changes need to be made to the original plan for the development, plat for the development and lot changes. In the current agreement the Town agreed to take ownership of the parks when completed. The Commission has had many discussions in the past on how future parks will be maintained and concluded that they should be maintained by the homeowner's association. The current agreement contradicts this and places the responsibility on the Town.

The Highlands have proposed eliminating the park with the bathrooms and the pocket park at lots 205-212 in exchange for a large community park approximately 4.5 acres on a wash. This park would be at the treatment package plant site.

Community Development Director Bailey reviewed the approved plans and the proposed plans with the Commission. She explained that the parks would be part of the first phase.

There was open discussion on the trails within the development, connectivity of the trails to neighboring subdivisions, and the type of trails.

Community Development Director Bailey stated that the developer is proposing to keep the park in the back as approved, a natural park with no grass. She continued the developer would like direction from the Commission on what type of park and facilities the Commission would like to

see in the new proposed community park keeping in mind that without water there would be no green grass and that the Town is responsible for upkeep and maintenance.

There was open discussion on the maintenance of the parks and the impact on the Town. The Commission agreed that with the two parks there was room for conceptually two different uses.

The Parks and Recreation Commission proposed the following for Highlands to consider:

- Open Space for lots #227-307.
- The proposed community park to be an active park with grass, a basketball court, a plaza, and restrooms with water.

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

***Parks and Recreation Master Plan***
***Halloween Recap***
***Verde Valley Regional Trails Plan***
***Highland Subdivision Parks***

**AGENDA ITEM: ADJOURNMENT**-With no further business before the board and with no objection, the meeting adjourned at 6:57 p.m.

APPROVED:

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Lynda Zanolli
Chairperson

SUBMITTED BY:

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Dawn Norman
Community Services Supervisor