

**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, Jan. 12, 2022, at 5 p.m. in the Clark Memorial Clubhouse Men’s Lounge, 19 N. Ninth Street, Clarkdale, Arizona.

Chairperson: Allyn Backus
Vice Chairperson: Cheryl Kessel
Commissioners: Gail Worden
Nick Wegman (Absent)
Cynthia Malla

Town Staff:
Parks and Recreation Manager: Joni Westcott
Parks and Recreation Coordinator: Chell Smart

AGENDA ITEM: CALL TO ORDER – Meeting was called to order at **5:04 p.m.** by Chairperson Backus.

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

AGENDA ITEM: REPORTS

CURRENT EVENTS- A brief summary of current events. The Commission will not propose, discuss, deliberate, or take action on any legal matter in the summary.

CHAIRPERSON’S REPORT- There was no Chairperson’s Report.

STAFF REPORT – Upcoming events:

- **Clarkdale Rocks Gem and Mineral Show, Feb. 25 -27, 2022**
- **Clarkdale Car Show, March 12, 2022**

SPECIAL INTEREST REPORTS- A summary of information on topics of interest to the Commission. The Commission may discuss these items but will not take legal action on any matter listed.

Special Interest Reports- A summary of information on topics of interest to the Commission. The Commission may discuss these items but will not take legal action on any matter listed.

2022 Concert Season updates:

Staff has received 23 applications for bands who are interested in performing in the 2022 Concert series. The deadline to apply is Saturday, Jan. 15 at midnight. Concert dates are as follows:

June 4 & 18

July 9 & 23

Aug. 6 & 20

Sept. 10 & 24

Concert times are still under review. The plan is to bring back the 50/50 raffle this year and volunteers will be needed to assist with the sales. A sign-up sheet will be presented to Commissioners in February.

Kerry Snyder from the Clarkdale Downtown Business Alliance has volunteered to serve on the band selection committee. Commissioner Kessel volunteered to assist.

2021 Holiday Events update:

Santa Comes to Clarkdale: 207 children visited with Santa at the Town Park gazebo. It was a beautiful day and great success.

Holiday Music Program: New programming with community partners, Clarkdale Jerome Elementary School and Mingus Union High School, created a successful holiday music event in our Town Park. Attendees totaled 472 during the Clarkdale Jerome Elementary School and Mingus Union High School (MUHS) performances and about 73 remained for caroling with the MUHS choir. The Clarkdale Jerome PTO served hot cocoa for donations.

Lighting and decorations: The Clarkdale Jerome art students provided over 300 ornaments for the tree. Staff received many positive community comments regarding the gazebo decorations. There were issues with the animatronics during the season with damage due to rough play and wind. Mrs. Claus lost her head and our tree bent in half during the windstorm. Staff will evaluate more durable options for 2022.

Town Park Gazebo Construction update:

An architect has been solicited to review the historic construction plans for the gazebo to provide input. The project start date is still on the horizon and staff is hopeful that the completion of the construction will be accomplished prior to the start of the concert season. Parks and Recreation staff will be a part of the conversation regarding lighting, sound, and electric options for the gazebo.

Verde River @ Clarkdale:

Freeport McMoRan –Staff received notice from Freeport McMoRan that the diversion dam removal project is slated to start next week. The project will start slow and pick up speed. Staff has reached out with questions regarding their use of Lower TAPCO River Access Point, signage pertaining to public safety (message/placement) and press release information. We have

expressed that per public comment, we would like to leave the Access Point open and available to the public for general recreation such as picnicking, fishing, walking dogs, etc.

The anticipated dam removal completion date is now scheduled for April 1. Freeport has agreed to allow Lower TAPCO to remain open as long as launch areas are securely closed during removal.

Outfitter paid trips totaled 5,321 for the 2021 season. The number of trips provided last month was inaccurate. This is still the highest season since 2015.

NACOG – CDBG grant public meeting:

Commissioners have been invited to attend the Jan. 11 (6 p.m.) and Jan. 25 (3 p.m.) Clarkdale Town Council meeting in the Clark Memorial Clubhouse Men’s Lounge to discuss the Community Development Block Grant. Caballero Park is on the list of projects being considered.

Manager Westcott proposed renovation of Caballero Park as a CDBG project at the Jan. 11 Council meeting. The next Council meeting on Jan. 25 will be the final public meeting where proposed projects will be discussed.

AGENDA ITEM: MINUTES – Approval of the minutes of the Regular Meeting held on November 10th, 2021.

An error was noted in the Chairperson’s Report, that the Car show will not include a chili cookoff.

Action: Approval of the minutes of the Regular Meeting held on Nov. 10, 2021, with noted changes.

Motion: Chairperson Backus

Second: Commissioner Worden

Vote:

Voting Member	Aye/Nay
Chairperson Allyn Backus	Aye
Vice Chairperson Cheryl Kessel	Aye
Commissioner Cynthia Malla	Aye
Commissioner Nick Wegman	Absent
Commissioner Gail Worden	Aye

AGENDA ITEM: ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON – Discussion and consideration of electing Chairperson and Vice Chairperson of the Parks & Recreation Commission.

Each year the Commission elects a chairperson and a Vice Chairperson for the Parks and Recreation Commission.

The role of the Chairperson is:

- Ensure that meetings operate efficiently, and that decorum is maintained.
- Work closely with the staff liaison to develop agendas and review the requested agenda items.
- Ensure that the meetings are run as closely as practical by Robert’s Rules of Order and that they move along without delay.
- Be open enough to allow individuals to speak without being unfairly restricted.
- Make sure that items that are not on the agenda are not discussed.
- See that the Commission considers the major issues and does not become sidetracked by insignificant concerns.
- Attempt to educate the public as to the process and policies of the Town.
- Attempt to bridge the differences that may exist among the opinions of the Commissioners to reach a consensus.
- Build an atmosphere where it is okay to disagree if you are not disagreeable.
- Be the last representative to give his/her opinion after all others have spoken.

The role of the Vice Chairperson is:

- Complete the tasks of the Chairperson when/if they are not available.

Manager Westcott invited Commissioners to discuss who should fill the positions of Chairperson and Vice Chairperson. A discussion was had, and the following decision was made:

Action: Motion to elect Allyn Backus as the Chairperson of the Parks & Recreation Commission

Motion: Commissioner Malla

Second: Commissioner Worden

Vote:

Voting Member	Aye/Nay
Chairperson Allyn Backus	Aye
Vice Chairperson Cheryl Kessel	Aye
Commissioner Cynthia Malla	Aye
Commissioner Nick Wegman	Absent
Commissioner Gail Worden	Aye

Action: Motion to elect Cheryl Kessel as the Vice-Chairperson of the Parks & Recreation Commission

Motion: Commissioner Malla

Second: Commissioner Worden

Vote:

Voting Member	Aye/Nay
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Chairperson Allyn Backus	Aye
Vice Chairperson Cheryl Kessel	Aye
Commissioner Cynthia Malla	Aye
Commissioner Nick Wegman	Absent
Commissioner Gail Worden	Aye

AGENDA ITEM: SELNA MONGINI PARK WORK SESSION – A work session to review Selna Mongini Park plan changes relating to a phased approach.

Due to the project cost of the Selna Mongini Park plan, staff will present a two (2) phased approach to achieve plan completion. In addition, updates will be provided on project developments.



Manager Westcott updated the Commission on the Land Water Conservation Fund (LWCF) grant which was submitted on Dec. 17. Jan. 6, Staff was notified that the application had been reviewed and was moved forward to the Arizona Outdoor Review Commission.

A slide show was presented:

SELNA MONGINI PARK

PARKS & RECREATION MEETING
1/12/22

GRANT UPDATE

- LWCF & HERITAGE FUND GRANTS SUBMITTED 12/17/21
- 1/6-RECEIVED NOTICE THAT APPLICATIONS WERE REVIEWED AND RECOMMENDED FOR FULL FUNDING TO ARIZONA OUTDOOR RECREATION COORDINATING COMMISSION (AORCC) OF ARIZONA STATE PARKS AND TRIALS
- 1/11 - AORCC APPROVED APPLICATIONS TO MOVE FORWARD TO ARIZONA STATE PARKS BOARD (ASPB)
- 1/20 - ASPB WILL REVIEW FOR APPROVAL



WATER FEATURE COST ANALYSIS

- MORE FUNDING IS NEEDED - BOISE
- ASPT DEEMED IT A LOWER PRIORITY
- AMPHITHEATER AND SHADE STRUCTURE

TOWN CAPITAL IMPROVEMENT PLAN	\$657,728
FREEPORT MCMORAN REMEDIATION	\$277,859
ADDITIONAL MATCH SOURCES	\$100,477
\$1,036,064	
GRANT FUNDING = \$1,500,000	
TOTAL PROJECT = \$2,536,064	

The Selna Mongini Grant Application scored 77 by Arizona State Parks. This was the highest score of any application submitted in the last year with Arizona State Parks. Felicia Coates regularly contacted Arizona State Park grants staff with questions, and this reflected positively in the final scoring. On Jan. 20, Arizona State Parks Board will review the recommended grant submissions including the Selna Mongini grant application.

Manager Westcott explained that once the final budget was created for the park project in whole the cost came in at \$4 million. There was a lack of matching funds to cover the difference in what the Town Council had approved as matching funds for the project during their 2021 budget planning. A conversation with Arizona State Parks was had to brainstorm elements of the project that could be moved into a second phase. That conversation led staff to move the water feature and other educational related elements to the second phase. This brought the budget to where it needed to be to for grant submittal. The next plan is to complete a marketing campaign to promote the water feature with the hopes of finding funding support.

On Jan. 20, Arizona State Parks will decide whether to approve the \$500,000 grant. Once that is approved, it will move on to the Federal level to pursue the \$1 million Land Water Conservation Fund grant.

Commissioner Worden asked who will take ownership over the implementation phase of the construction project after funding is secured. Westcott noted that discussion is currently underway and will rely in part on the new Public Works Director who will be hired in the coming weeks. Funding for a Project Manager is included in the budget as well. Commissioner Kessel inquired about whether remediation can start as soon as funding is approved. Westcott noted that funding will have to be officially accepted and some initial steps will be taken before any work on site can take place, including any matched in-kind work.

Public engagement for the Selna Mongini Park Plan included placement of the Park Plan in the January Small Talk and posting on the Town website. The public was invited to attend the February Parks & Recreation Commission meeting. The target area for the fliers in Lower Clarkdale is still being researched. The school and the public will both be consulted on the playground equipment.

AGENDA ITEM: PARK PLAYGROUND SAFETY REPLACEMENT PROGRAM- Discussion and possible action regarding options for replacement of the Town Park play system.

Staff presented the Town of Clarkdale Five Year Capital Improvement Plan relating to the Park Playground Safety Replacement Program in July 2021. At that time Commissioners made the decision to make full replacement of the play equipment at Town Park the first-year priority.

The following direction was given to staff by the Commission in November 2021:

- Consider replacing the items with very similar items first.
- Solicit community partners to contribute to the playground replacement fund.
- Safe surfacing and foam padding for fall zones should be considered.
- Consider formation of a Park Planning Committee. Include teachers, residents, a commission member, a student on the committee.
- Swings should remain.

Staff has reached out to playground equipment providers for quotes on a similar system to that currently located at the park. Due to the holidays and vacations the process has been slow.



PO Box 1160
 Cedar Crest NM 87008-1160
 Fax 505.281.0155
 Toll Free 800.457.5444
 www.exerplay.com



DATE: 12/8/2021
 NUMBER: SS120821-6
 TERMS: Net 30

QUOTATION prepared for:

Town of Clarkdale
 Option 1

Please Issue Purchase Order to:

Exerplay, Inc
 Fax or Email PO to: 505-281-0155 or stefani@exerplay.com
 Copy to be faxed or emailed to Mohave Educational Services:
 928-718-3232 or orders@mesc.org
 Contract # 190-EXER-0221

ITEM	DESCRIPTION	QTY	COST	TOTAL
Project	TOWN PARK - PLAYGROUND EQUIPMENT, INSTALLATION			
	LANDSCAPE STRUCTURES, INC.			
LSI	PlayBooster® (5-12 years) Design 210720A	1	55,345.00	55,345.00T
Disc - Moh...	Mohave Contract Discount - Contract #190-EXER-0221		-5.00%	-2,767.25T
Freight	Freight/shipping charges (150-21-1776)	1	4,148.00	4,148.00T
Install	Playground Equipment Installation at 103 hours (05832)	103	159.00	16,377.00T
Site Prep	Site Prep: Installation of Fence at 14 hours	14	159.00	2,226.00T
Msg I	Pricing is for the above listed material and installation only and does not include storage, security, site preparation, prevailing wages, TERO contract specifications and wages, permitting, or any applicable bonds. Any necessary permits or special inspections are the responsibility of the General Contractor or End Owner. To obtain a performance/payment bond, please add 3.5%, plus appropriate tax, of the total to this quote. - NOTE - ExerPlay reserves the right to revise pricing if any portion of this quote is changed or removed and may result in a delay in ordering materials for this project. There will be a 3.5% fee added to your invoice if you choose to pay by credit card.			
JG	For more information please contact Justin Galion at (928) 533-4224, or justin@exerplay.com - PRICING IS GOOD FOR 30 DAYS - Sales Tax: CD-YAV-015-C			
			5,312.56	5,312.56

REP
 JG

Quote prepared by Stefani Schmuker
 stefani@exerplay.com

TOTAL	\$80,641.31
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Staff has reached out to two companies requesting options for play equipment at Town Park. One of the companies has sent an option that is similar in nature to what is currently on site. A second company will be providing an alternative quote and play equipment design that will be on the next agenda. The budget for this playground equipment requires that it be spent this fiscal year, so this is a high priority for completion.

Commissioner Worden noted that she appreciates the natural colors of the proposed design. The Commission agreed that they would like to see another proposed design before a selection is made.

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

Concerts in the Park

Park Playground Safety Replacement Program

AGENDA ITEM: ADJOURNMENT

With no objection, meeting adjourned at 6:01 p.m.

APPROVED:

DocuSigned by:

Allyn Backus

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Chairperson, Allyn Backus

SUBMITTED BY:

DocuSigned by:

Chell Smart

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Parks and Recreation Coordinator, Chell Smart