NOTICE IS HEREBY GIVEN that the Community Services Commission of the Town of Clarkdale will participate in a Joint Worksession with the Town of Clarkdale Common Council on Wednesday, February 13, 2018 at 6:00 p.m. in the Clark Memorial Clubhouse Men’s Lounge, 19 N. Ninth Street, Clarkdale, Arizona. Members of the Community Services Commission will attend either in person or by telephone, video or internet conferencing. All members of the public are invited to attend.

The undersigned hereby certifies that a copy of this notice was duly posted on the Community Development Building bulletin board, located at 890 Main Street, Clarkdale, Arizona on the 9th day of February, 2018 at 9:00 a.m.

Dated this 9th day of February, 2018.

By:

Joni Westcott
Community Services Supervisor

ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR DISCUSSION AND POSSIBLE ACTION, UNLESS OTHERWISE NOTED.

1. CALL TO ORDER

2. JOINT WORKSESSION WITH THE TOWN COUNCIL AND THE COMMUNITY SERVICES COMMISSION – A Joint Worksession to review the 2018 priorities, roles and responsibilities of the Community Services Commission, and for the Council and Commission to discuss issues of mutual concern relating to parks and recreation programs, facilities and issues.

3. ADJOURNMENT

Reasonable accommodations may be requested by contacting Town Hall at (928) 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.
STAFF REPORT

Agenda Item: JOINT WORKSESSION WITH THE TOWN COUNCIL AND THE COMMUNITY SERVICES COMMISSION – A Joint Worksession to review the 2018 priorities, roles and responsibilities of the Community Services Commission, and for the Council and Commission to discuss issues of mutual concern relating to parks and recreation programs, facilities and issues.

Staff Contact: Joni Westcott, Community Services Supervisor

Meeting Date: February 13, 2018

Background:
Section 1.C of the Clarkdale Public Service Handbook offers the following relating to Boards and Commissions: “Commissions and Boards are standing bodies established by Town ordinance and appointed by the Town Council to provide ongoing citizen input on major policy areas.

Commissioners are uniquely situated in the government organization. They are an integral part of the Town Government structure, working with Town Council, staff and the public.

Commissions focus attention on specific issues, weigh community values in making recommendations to the Town Council, and thoroughly research and review alternatives to accompany formal recommendations to the Town Council. In addition, commissioners are sometimes asked to participate in a volunteer capacity for a departmental program.

The strength and the success of Clarkdale Town Government are to a large degree reflective of the quality of service performed by these volunteers who serve without pay.”

The Clarkdale Public Handbook also identifies the need for there to be reciprocal communication between the Town Council and the Town’s Boards and Commissions. It notes, “The commissions should be aware of the long and short term goals and policies of the Town Council. In turn, the Town Council should remain receptive to new ideas which are presented by the commissions.”
In order to facilitate enhanced opportunities for communications between the Council and our Boards and Commissions, Town staff has scheduled a series of Joint Worksessions between the Council and various boards and commissions throughout 2018. Each worksession will include a review of the Clarkdale Town Code’s Establishment and Purpose Statements for the particular Board or Commission, a discussion of the priorities that the Board or Commission has for the upcoming year, and any other topics of interest put forth by the Council or Commission. These worksessions are meant to open dialogue between the Council and the Boards/Commissions, and for each to make the other aware of long and short term goals and policies relating to the Commission/Boards area of responsibility.

The first Joint Worksession for 2018 includes the Community Services Commission. Established in December, 2015 after the dissolution of the Library Advisory Board and the Parks and Recreation Commission, the Community Services Commission, the Commission’s charge includes issues involving recreation, parks and libraries. This relatively new Commission was formed with seven members, who represented the remaining members of both the Library Advisory Board and the Parks and Recreation Commission. In alignment with the membership requirements for other Boards and Commissions, the Commission’s total membership was reduced to include 5 seats as attrition occurred in their membership.

The Clarkdale Town Code outlines the establishment and purpose for the Community Services Commission as follows:

Section 17-3-1 Community Services Commission Establishment and Purpose

The Community Services Commission shall serve at the appointment of the Town Council. It shall act in an advisory capacity to the Town Council in matters pertaining to and in the advancement of sound Community Services planning and programming as follows:

A. Assist the Town Council in the purchase, sale, lease, acquisition or disposal of lands, structures and facilities for current or future use for libraries, parks or recreation.

B. Assist the Town Council in establishing general priorities and continuing plans relating to libraries, parks and recreation.

C. Assist the Town Council on policies, rules, and regulations relating to the operation, use, care and maintenance of areas and structures owned, leased or otherwise acquired by the Town for use as libraries, parks and recreation.

D. Assist the Town Council in developing fees and revenues in support of libraries, parks and recreation.

E. Make recommendations to the Town Council regarding receipt, acceptance or acquisition by gift, bequest or device any real and personal property for libraries, parks and recreation.

During 2016 and 2017, at the Council’s direction, the Commission identified their top priorities for focus going forward. Over the past few months, the Commission has revisited those priority focus areas, and have identified a number of goals for focus during 2018. They are pleased to
share those priorities with the Council, and looking forward to discussion on a number of other
issues of mutual interest, including:

- Potential amendments to the Town Code relating to the purpose and name of the
  Commission
- The future use of the Clarkdale Pool Donation Fund
- The role, if any, of the Commission in the development and/or future use of outdoor
  venues at the Clark Memorial Clubhouse
- The Commission’s desire to play a more active role in the Verde River @ Clarkdale
  initiative

The general outline for the Joint Worksession is as follows:

A) Introduction of Council and Board/Commission Members
B) Review of the Clarkdale Town Code’s Establishment and Purpose Statements for the
   Board/Commission
C) Review of Board/Commission Vision & Mission
D) Review of Board/Commission Priorities for Upcoming Year
E) Issues of Further Interest or Needing Clarification or Discussion Between Council and
   the Board/Commission

**Recommendation:** This is a work session only and no Council or Commission action is
required.