NOTICE OF A REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION OF THE TOWN OF CLARKDALE
WEDNESDAY, NOVEMBER 9, 2022 AT 5:00 PM

In Person: Clark Memorial Clubhouse, 19 N. Ninth St., Clarkdale AZ
OR
Join Zoom Meeting
https://us02web.zoom.us/j/83421170403?pwd=N3VnU3RFL3FuYzJBN1ZITW5jcTJWdz09

Meeting ID: 834 2117 0403
Passcode: 896272

Town of Clarkdale Vision

The Town of Clarkdale connects our unique history, proximity to the Verde River, and small-town charm to a future with a vibrant economy.
We cultivate an environment where residents and businesses can thrive; providing services and jobs for our residents and capitalizing upon tourism.
We sustainably enhance our infrastructure, support the arts and education, and develop recreational opportunities to create a bright future for our entire community.

PURSUANT TO A.R.S. §38-431.02, NOTICE IS HEREBY GIVEN that the Parks and Recreation Commission of the Town of Clarkdale will hold a Regular Meeting on Wednesday, November 9, 2022, at 5:00 PM. Members of the Parks and Recreation Commission will attend either in person, by telephone or via Zoom. A quorum of Town Council members may be present at this meeting; however, they will not deliberate or take any action on items. All members of the public are welcome to attend.

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

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PUBLIC COMMENT**
   The Parks and Recreation Commission invites the public to provide comments at this time. Members of the Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01 (G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date. Persons interested in making

comments on a specific agenda item are asked to complete a brief form and submit it to the Commission Liaison during the meeting. Each Speaker is asked to limit their comments to five minutes.

4. INTRODUCTIONS

A. Introduction of newly appointed Advisory Member, Robyn Aasmundstad.

5. REPORTS

A. Halloween Event Updates

B. NACOG - CDBG Grant for Caballero Park

C. Selna-Mongini Park Remediation Progress

D. Copper Penny Park Pickleball

E. Holiday Event Updates

6. MINUTES

A. Approval of Minutes

Discuss, consider and act upon the draft minutes from the meeting held on Oct. 12, 2022.

7. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

A. Parks and Recreation Strategic Plan

Discuss proposed elements of the 2022 Parks and Recreation Strategic Plan.

8. FUTURE AGENDA ITEMS

Parks and Recreation Commission may propose items to be placed on a future agenda. This item is for discussion only.

9. ADJOURNMENT

Values

Values are the guiding principles that provide an organization with purpose and direction. The Town of Clarkdale's organizational values are:

COPPER
Customer focused

Open, transparent and equitable
Preserving our history, charm, and environment
Planning for a sustainable future
Economic and social resiliency
Resourceful and innovative

Mission

The Town of Clarkdale serves the community by providing amenities, infrastructure, services, and public safety to enhance quality of life. We are stewards of our history while we sustainably and resiliently plan for the future with an emphasis on community engagement and transparency.

Persons with a disability may request reasonable accommodations by contacting the Town Hall at (928) 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.

Staff Report

Item Number: 6.A.

Agenda Item: **Approval of Minutes**
Discuss, consider and act upon the draft minutes from the meeting held on Oct. 12, 2022.

Staff Contact: Joni Westcott, Parks Manager

Meeting Date: November 9, 2022

Strategic Goal:

- Goal Area 2 - Enhance the quality of life for residents, businesses, and visitors to Clarkdale.

Background: Review of draft minutes from the meeting held on Oct. 12, 2022.

Budget Impact: No budget impact.

Recommendation: Staff recommends approval of the draft minutes from the meeting held on Oct. 12, 2022.

MINUTES OF A REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION OF THE TOWN OF CLARKDALE
WEDNESDAY, OCTOBER 12, 2022, AT 5:00 PM

Members Present: Chairperson Backus and Council Members Cheryl Kessel, Ben Kramer, and Gail Worden

Other Municipal Officials Present: Joni Westcott, Parks and Recreation Manager; Chell Smart, Parks and Recreation Specialist

Audience: Approximately two members of the public were present.

1. **CALL TO ORDER -** *Chairperson Backus called the meeting to order at 5:00 p.m.*

2. **ROLL CALL** - All members present.

3. **PUBLIC COMMENT**
   Carol Schmidt noted that she lives at Crossroads subdivision and commented regarding pickleball concerns. She requested that improvements be made to the pickleball area at Copper Penny Park.

4. **INTRODUCTIONS**
   A. *Introduction of new Commissioner, Becky Keck.*

5. **REPORTS**
   A. Event Updates
   Parks and Recreation Manager Joni Westcott provided event updates on the following topics: Upcoming events, Concerts, Halloween, Selna Mongini Park, CDBG for Caballero Park and Trails.

   B. Action Minutes Policy
   Parks and Recreation Manager Joni Westcott provided an update on the Action Minutes Policy that was approved by Council on Sept. 13, 2022.

   C. Call to the Public
   Parks and Recreation Manager Joni Westcott discussed the Attorney General's opinion regarding responses by individual members of a public body during a Call to the Public.

6. **MINUTES**

A. Approval of Minutes

Consider and act upon the approval of the draft minutes from the meeting held on Sept. 14, 2022.

Action: Approve the Sept. 14, 2022, Parks and Recreation minutes.

Motion: Chairperson Backus

Second: Commissioner Kramer

Vote: **4-0**

Voting Member	Aye/Nay
Chairperson Allyn Backus	Aye
Vice Chairperson Cheryl Kessel	Aye
Commissioner Ben Kramer	Aye
Commissioner Jeri Miuccio	Absent
Commissioner Becky Keck	Aye

7. DISCUSSION ONLY

A. PARKS AND RECREATION STRATEGIC PLAN

Discussion took place regarding updates to the 2022 Parks and Recreation Strategic Plan Vision and Mission Statements. The following were agreed as the Vision and Mission Statements to move forward with:

Vision Statement:

It is our vision to create a happy and healthy community where residents can live, learn, and play together.

Mission Statement:

Enhance the quality of life in Clarkdale by providing safe, equitable and beautiful community public spaces and recreational opportunities that promote and sustain our unique environment, resources, and history.

Values:

Connections *– Connect people, trails, and outdoor recreation spaces. Collaborate and develop partnerships to share resources and further shared goals.*

Education *– Identify, promote, and develop educational opportunities especially those focused on the natural and cultural history of our area.*

Equity *–Provide evenly distributed parks, facilities, and program services in a just, fair, and equitable manner, so that residents from all neighborhoods and of diverse backgrounds, physical abilities, age groups, races and genders can access Clarkdale's recreation resources in a non-discriminatory manner.*

Quality of life *– Encourage play, quality of life, fun and entertainment in Clarkdale.*

Safety *– Design and promote a safe and healthy environment for all who work and play in our parks, facilities, and programs.*

Stewardship *– Preserve and expand open spaces including the Verde River, parks, and trails to meet the needs of current and future residents.*

Sustainability *– Plan for a sustainable future for parks and recreation in Clarkdale while meeting the needs of the present without compromising the ability of future generations to meet their own needs. Decisions related to sustainability can have long-term impacts on the environment, society, culture, and economy, therefore we commit to practicing sustainability by considering a full range of potential impacts before moving forward with balanced and responsible decisions.*

Volunteerism *– Support, encourage and celebrate volunteerism in our community.*

B. 2022 WINTER HOLIDAY EVENT PLAN

Discussion took place regarding the 2022 Holiday event plans. The following direction was advised:

- Hold Santa Comes to Clarkdale event.
- Library will be reached out to regarding covering crafts.
- Use polaroid photos.
- Consider the caroling event if a community partner would like to take on that event.
- Invite carolers to the Santa event.
- Look into outsourcing beverages and snacks for the Santa event.
- Look into all white lights for 2023 gazebo decorating.

8. FUTURE AGENDA ITEMS

Parks and Recreation Commission proposed the following items to be placed on a future agenda:

1. *Parks and Recreation Strategic Plan*
2. *Copper Penny Park Pickleball Court*
3. *Town Park Bathrooms*

9. ADJOURNMENT - *Chairperson Backus adjourned the meeting without objection at 6:42 p.m.*

APPROVED:

_____

Chairperson, Allyn Backus

SUBMITTED BY:

_____

Parks and Recreation Specialist, Chell Smart

Staff Report

Item Number: 7.A.

Agenda Item: **Parks and Recreation Strategic Plan**
Discuss proposed elements of the 2022 Parks and Recreation Strategic Plan.

Staff Contact: Joni Westcott, Parks Manager

Meeting Date: November 9, 2022

Strategic Goal:

- Goal Area 2 - Enhance the quality of life for residents, businesses, and visitors to Clarkdale.
- Goal Area 3 - Enhance the quality and availability of parks, recreation, and cultural opportunities.

Background: As part of the continuing work to develop a Parks and Recreation Strategic Plan, staff will review the Parks and Recreation Operations Guide with Commissioners and then assist with a brainstorm session to identify the Strengths, Weaknesses, Opportunities, and Threats (SWOT) regarding recreation and parks in Clarkdale.

Budget Impact: No budget impact.

Recommendation: Develop a SWOT analysis of recreation and parks in Clarkdale as part of the Parks and Recreation Strategic Plan.