



**MINUTES OF A REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
OF THE TOWN OF CLARKDALE
WEDNESDAY, FEBRUARY 8, 2023 AT 5:00 PM**

Members Present: *Chairperson Allyn Backus, Vice Chair Cheryl Kessel; Commissioners - Ben Kramer, Becky Keck, Jeri Miuccio, Alternate Commissioner Robyn Aasmundstad.*

Other Municipal Officials Present: *Joni Westcott, Parks and Recreation Manager; Chell Smart, Parks and Recreation Specialist and Public Information Officer.*

Audience: *One member of the public was present in the audience or on zoom.*

- 1. CALL TO ORDER–** *Chairperson Backus called the meeting to order at 5:04 p.m.*
- 2. ROLL CALL-** *All members present.*
- 3. PUBLIC COMMENT-** *No public comment.*

4. REPORTS

A. Copper Penny Park Pickleball

Staff met with the developer to assess improvements that may be needed for the pickleball court. The developer agreed to explore options of a bonding agent that could attach to the current rock substrate and create a hard surface next to the court. Other ideas will be explored if the bonding agent doesn't work. A fence is also being considered to prevent balls from rolling into the riprap area. The Town will provide the materials needed and the developer has agreed to provide the labor.

B. Verde River @ Clarkdale

Permits for Verde River Outfitters are being processed. TAPCO surfacing is expected to be completed by March 1.

C. Caballero Park Updates

Bids are due on Feb. 9, 2023. The bid request was amended to include drainage infrastructure. This addition may require some financial tradeoffs with other requested park elements but is seen as essential.

D. Concerts in the Park Updates

Thirty-nine bands applied to perform in the 2023 Concerts in the Park series. Band selection will meet to determine the final lineup and then bands will be notified.

E. Selna Mongini Updates

The Land Water Conservation Fund grant has officially been submitted to National Parks for review. The award notice is anticipated in April or May of 2023.

F. Event Updates

The Gem and Mineral Show returns to Clark Memorial Clubhouse on Feb. 22 – Feb. 25. The Clarkdale Downtown Business Alliance is hosting the Car Show in March 11 this year. On March 18, the Historical Society is holding a plant sale fundraiser in the parking lot of Clark Memorial Clubhouse.

5. MINUTES**A. Approval of Minutes**

Discuss, consider and act upon the approval of the draft minutes from the regular meeting held on Jan. 11, 2023.

Action: Approval of minutes from the regular meeting held on Jan. 11, 2023.

Motion: Commissioner Kramer

Second: Vice Chair Kessel

Vote: Approved 5-0

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

6. DISCUSSION ITEMS ONLY - NO ACTION TAKEN**A. Trails Master Plan**

Discussion only regarding the selection of a Trails Master Plan vendor.

Manager Westcott presented the following slideshow presentation on the proposed Trails Master Plan:

Parks & Recreation

Trails Master Plan



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Why a Trails Master Plan?

2020 Parks and Recreation Survey guided staff to include trails in the General Plan.

Currently only a few official trails that Clarkdale can claim.

Many trails have been proposed but Clarkdale doesn't have a guide on the best plan forward.

CHOOSING THE RIGHT COMPANY

- Thorough investigation into possibilities
- Phone interviews
- Extensive follow-up Zoom meetings with two companies to determine the most comprehensive and implementable product to guide the Town into the future with respect to recreational trails of all types.



Trails Master Plan Objectives

- To serve as a guide and implementation tool for the development and management/maintenance of trails in Clarkdale.
- To meet the recreational needs of the Clarkdale community

Trail Master Plan Criteria

- Address community interest regarding trails.
- Increase trail opportunities within the Town and beyond consistent with the Town Strategic Plan, the General Plan and the Park & Recreation Commission Vision and Mission statement.
- Accommodate a variety of trail users in a safe and environmentally sensitive manner.
- Provide equitable and inclusive access to trails.
- Site trails in areas highlighting Clarkdale's culture and history (Native American, railroad, etc.)
- Provide trail connectivity to surrounding communities and forest land.
- Promote Clarkdale sustainably.

STRENGTHS
OF TOP
COMPANY



PHASE 1

FOUNDATION

February - March



Needs and Opportunities

April



Site tour

Focus group work

Opportunities map

Preliminary Recommendations

May - June



Preliminary conceptual Trails Master Plan map.

Public open house.

Online public survey.

Master Plan

July

FINAL CONCEPTUAL TRAILS MASTER PLAN MAP.

MASTER PLAN DOCUMENT DRAFT AND FINAL. ONLINE PUBLIC REVIEW OF DOCUMENT.

PRESENTATION TO PARKS AND RECREATION COMMISSION AND COUNCIL FOR ADOPTION.

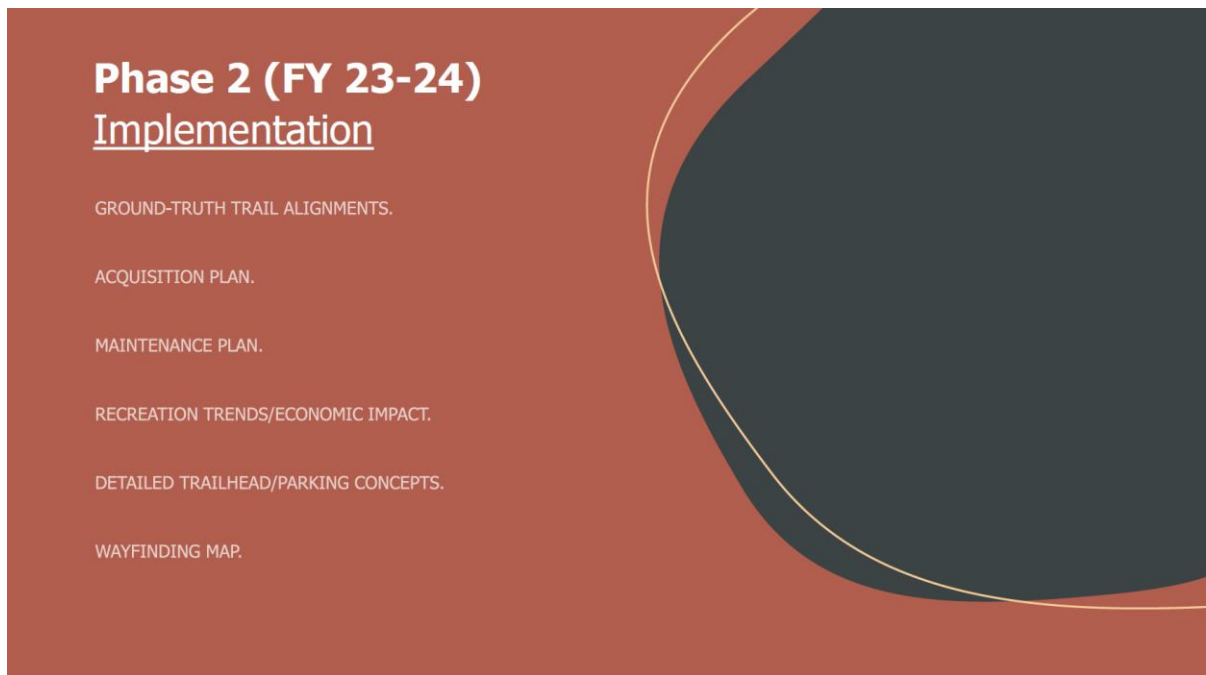
PHASE 2 (FY 23-24)

IMPLEMENTATION

Review Current Capital Projects/Funding Sources/Budget.

Implementation Action Plan.

Prioritize trail segments.



A discussion was had regarding the process of selecting a company to provide a Trails Master Plan for the Town. The cost of Phase I is \$40,000. Phase II, which is quoted at \$32,000, would need to be budgeted in the future. Commissioners agreed that the vetting process has been thorough. Town Council will receive a presentation regarding the company selected for the Trails Master Plan on Feb. 14. Commissioners are welcome to attend and show their support. Public Works will also be a partner in developing the Trails Master Plan, and they may pursue their own Transportation Master Plan in the future which would work in conjunction with this plan.

B. Parks and Recreation Strategic Plan

Discussion only regarding the final S.W.O.T. analysis results and determine how those elements fit into the Town Strategic Plan and General Plan related to Parks and Recreation in Clarkdale.

Discussion was had regarding the Parks and Recreation Strategic Plan. The S.W.O.T. analysis that the Commissioners have been developing was compared with the Town of Clarkdale's current Strategic Plan (viewable in the Parks and Recreation Commission Feb. 8 agenda packet). The following items were identified and compared between the two plans, and it was agreed that the parks related priorities listed in the Town's Strategic Plan would be included in the Parks and Recreation Strategic Plan. Future steps will include comparison with the Town of Clarkdale's General Plan.

2/8/23 Discussion and Rough Draft Comparing S.W.O.T. analysis to Town of Clarkdale Strategic Plan

Strengths Prioritized

1. Quality of events.

- a. Actively work to keep the heart of the community, downtown, vibrant through economic development activities, code enforcement, public*

infrastructure investment and maintenance.

- b. Identify those aspects of the town that give it the "small town charm" and retain them.*
- c. Partner with other entities for events and programming; specifically, those that support the environment, sustainability, and the arts.*

2. Volunteering.

- a. Conduct outreach to promote diverse board participation and volunteerism and build upon the robust board process.*
- b. Identify those aspects of the town that give it the "small town charm" and retain them. (Ongoing)*

3. Staff accessed grant funding.

4. Park access.

- a. Complete Selna Mongini park project.*

5. Verde River Access Points.

- a. Continue to enhance services and amenities related to the Verde River. (Bathrooms, RAPS, dust control and parking.)*
- b. Continue operations of Verde River.*

Weaknesses Prioritized

1. Limited resources, including a maintenance plan.

- a. Add a public works staff member to ensure park maintenance goals are met.*
- b. Annually update or replace aging park infrastructure. Work toward establishing a five-year replacement plan.*

2. More public involvement.

- a. Ensure all park amenities are listed on the website.*
- b. Seek ways to grow inclusiveness in the Town through workgroups, public forums, focus groups, surveys and relationship building.*
- c. Equitable access to parks in all neighborhoods.*

4. Lack of trails in Clarkdale.

- a. Evaluate bike lanes for new/reconstruction of roadways.*
- b. Actively work on a plan to connect our neighborhoods through trails, sidewalks, pathways, and bike lanes.*
- c. Actively work to keep the heart of the community, downtown, vibrant through economic development activities, code enforcement, public infrastructure investment and maintenance.*

- d. Produce a map showing Trails and future connectivity. (2023/2024)*
- 5. Offer more classes.*
 - a. Develop an education program along the Verde River regarding its historic importance to Clarkdale (trading route, home to Sinaguas, Yavapais and Apaches). 2023/2024*
 - b. Develop specific programming for each park.*

Opportunities Prioritized

- 1. Master planned trail connectivity should be prioritized and include maps and strategic plans. These plans should include connectivity to neighboring communities and the Verde Valley Circle Trail.*
 - a. Actively work to keep the heart of the community, downtown, vibrant through economic development activities, code enforcement, public infrastructure investment and maintenance.*
 - b. Produce a map showing Trails and future connectivity. (2023/2024)*
- 2. Promote educational and stewardship opportunities in parks with a focus on the Verde River ecosystem.*
 - a. Educate new residents about water and fire and its impact on sustainability on Clarkdale. (Ongoing)*
 - b. Continue to enhance services and amenities related to the Verde River. (Bathrooms, RAPS, dust control and parking.)*
 - c. Continue operations of Verde River.*
- 3. Beautification of neighborhoods through parks, including public art elements.*
 - a. Identify those aspects of the town that give it the "small town charm" and retain them. (Ongoing)*
 - b. Complete Selna Mongini park project.*
 - c. Update the gazebo.*
 - d. Implement a park maintenance schedule.*
 - e. Annually update or replace aging park infrastructure. Work toward establishing a five-year replacement plan.*
 - f. See strategy for an arts incubator in Goal 4.*
- 4. Creation of Strategic Plan.*
- 5. Increase resources through grant pursuit, municipal funding, volunteerism, shared services, community partnerships, developer agreements, etc.*
 - a. Partner with other entities for events and programming; specifically, those that support the environment and sustainability as well as the arts.*

Threats Prioritized

- 1. Loss of talented grant writers/loss of volunteers.*
- 2. Encroachment of open space corridors.*
- 3. Failing to have developers prioritize parks, trails, and open space as part of developer agreements.*
 - a. Continue working with developers to add parks and amenities to new developments.*
- 4. Staffing and budget limitations.*
- 5. Council priorities changing over time.*

7. FUTURE AGENDA ITEMS

Parks and Recreation Commission did not propose items to be placed on a future agenda.

8. ADJOURNMENT - *Chairperson Backus adjourned the meeting without objection at 6:28 p.m.*

APPROVED BY:

Allyn Backus

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Chairperson, Allyn Backus

SUBMITTED BY:

Chell Smart

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Parks and Recreation Specialist and Public Information Officer, Chell Smart