



**NOTICE OF A REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
OF THE TOWN OF CLARKDALE
WEDNESDAY, FEBRUARY 12, 2025 AT 5:00 PM**

In Person: Clark Memorial Clubhouse, 19 N. Ninth St., Clarkdale AZ

OR

Join Zoom Meeting

<https://us02web.zoom.us/j/85998911182>

Meeting ID: 859 9891 1182

Unless otherwise stated, the public will have physical access to the meeting place 15 minutes prior to the start of the meeting.

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, February 12, 2025, 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 Parks and Recreation Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01, 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 Clerk or liaison during the meeting. Each speaker is asked to limit their comments to five minutes.

4. INTRODUCTIONS

A. Introduction of new Commissioners

Director Joni Westcott will introduce the following new Commissioners:

- Jalexa Villegas - Parks and Recreation Commission Youth Advisor.
- Diane Lenz - Parks and Recreation Commission Advisory Member.

5. UPDATES

A. Local Events

Update only on upcoming local events.

B. Town Park Gazebo

Update only on the progress of the Town Park Gazebo construction.

C. Selna Mongini S.T.E.A.M. Park Construction

Update only on the Selna Mongini S.T.E.A.M. Park construction.

D. Tuzigoot River Access Point Updates

Update only on changes taking place at Tuzigoot River Access Point (RAP).

6. MINUTES

A. Approval of Minutes

Discuss, consider, and act upon the draft minutes from the Regular Meeting held on Dec. 11, 2024.

7. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

A. Selna Mongini Park S.T.E.A.M. Elements and Signage

Discussion only regarding Arizona State University (ASU) educational signage and other S.T.E.A.M. items planned at the Park.

B. Bike Month

Discussion only regarding Bike Month activities.

8. NEW BUSINESS

A. Chairperson Selection

Discuss, consider, and act upon the selection of a new Chairperson.

B. Vice Chairperson Selection

Discuss, consider, and act upon the selection of a new Vice Chairperson.

C. Commissioner Reports

Discuss, consider and act upon the addition of a Commissioner Reports section to be included on the Parks and Recreation monthly agenda.

9. FUTURE AGENDA ITEMS

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

10. 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.

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Staff Report

Item Number: 5.A.

Agenda Item:**Local Events**

Update only on upcoming local events.

Staff Contact:

Joni Westcott, Parks and Recreation Director

Meeting Date:

February 12, 2025

Strategic Goal:

- Goal Area 1 – Preserve and celebrate Clarkdale’s unique, complex history.
- 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.
- Goal Area 4 – Strengthen and diversify our economy through cultivating a business-friendly climate for business attraction and strategically capitalizing upon tourism.

Background:

The Town of Clarkdale and its partners will be hosting the following upcoming events:

- Gem and Mineral Show from Feb. 21 – Feb. 23.
- 14th Annual Clarkdale Car Show on March 8.
- Clarkdale Historical Society and Museum Plant Sale on March 29.
- Clarkdale Gravel Race at Lower TAPCO on April 4.
- Clarkdale Criterium on April 5.
- Volunteer Appreciation on April 17.
- Clarkdale Beer Festival on May 17.

Budget Impact:

No budget impact.

Recommendation:

No recommendation. Update only.



Staff Report

Item Number: 5.B.

Agenda Item: **Town Park Gazebo**
Update only on the progress of the Town Park Gazebo construction.

Staff Contact: Joni Westcott, Parks and Recreation Director

Meeting Date: February 12, 2025

Strategic Goal:

- Goal Area 1 – Preserve and celebrate Clarkdale’s unique, complex history.
- 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: Staff will provide construction updates on the Town Park Gazebo.

Budget Impact: No impact.

Recommendation: Update only.



Staff Report

Item Number: 5.C.

<u>Agenda Item:</u>	Selna Mongini S.T.E.A.M. Park Construction Update only on the Selna Mongini S.T.E.A.M. Park construction.
<u>Staff Contact:</u>	Joni Westcott, Parks and Recreation Director
<u>Meeting Date:</u>	February 12, 2025
<u>Strategic Goal:</u>	• 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.
<u>Background:</u>	Staff will provide Selna Mongini S.T.E.A.M. Park construction updates.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	Update only.



Staff Report

Item Number: 5.D.

Agenda Item: **Tuzigoot River Access Point Updates**
Update only on changes taking place at Tuzigoot River Access Point (RAP).

Staff Contact: Joni Westcott, Parks and Recreation Director

Meeting Date: February 12, 2025

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:

The Town has received notice from Arizona State Parks (ASP) that per directions from the Arizona State Parks Board (ASPB), they plan to implement a \$7 per-vehicle day-use parking fee at Tuzigoot RAP. This transition for regular park users may be difficult. Staff will be working with ASP to develop signage and public outreach to share this information. Town Ambassadors will not be expected to oversee or enforce any part of this new fee process. A start date has not been specified.

The Town will be closing/opening the Tuzigoot RAP gate daily with mimicked signage for Lower TAPCO RAP -Gate Hours Open from 7 a.m. to one hour after sunset. Implementation will begin when the signs arrive and are installed. One will be placed on the gate and one on the kiosk within the park. Clarkdale PD and Public Works staff are responsible for opening and closing the gates at both Lower TAPCO and Tuzigoot RAP's daily.

Arizona Game and Fish will be supplying a new life jacket loaner station to be placed at Tuzigoot RAP near the trail leading to swimming areas. It should arrive by the end of February.

Budget Impact: No budget impact.

Recommendation: Discussion only.



Staff Report

Item Number: 6.A.

<u>Agenda Item:</u>	Approval of Minutes Discuss, consider, and act upon the draft minutes from the Regular Meeting held on Dec. 11, 2024.
<u>Staff Contact:</u>	Joni Westcott, Parks and Recreation Director
<u>Meeting Date:</u>	February 12, 2025
<u>Strategic Goal:</u>	Not applicable.
<u>Background:</u>	Approval of minutes.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	Approval of the minutes from the Regular Meeting held on Dec. 11, 2024.



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

- 1. CALL TO ORDER** – 5 p.m.
- 2. ROLL CALL** - Chairperson Kessel, Commissioners Aasmundstad, Keck, and Jones present in person. Vice Chair Kramer present via Zoom.
- 3. PUBLIC COMMENT** – No public comment.
- 4. UPDATES**
 - A. 2024 Santa Comes to Clarkdale Event**

Update was given regarding the 2024 Santa Comes to Clarkdale Event.

B. Selna Mongini S.T.E.A.M. Park

Update was given regarding Selna Mongini S.T.E.A.M. Park.

5. MINUTES

A. Approval of Minutes

Discuss, consider, and act upon the draft minutes from the Regular Meeting held on Nov. 13, 2024.

Action: **Approval of minutes.**

Motion: *Commissioner Keck*

Second: *Commissioner Aasmundstad*

Vote: Approved 5-0

Voting Member	Aye/Nay
Chairperson Cheryl Kessel	Aye
Vice Chairperson Ben Kramer	Aye
Commissioner Robyn Aasmundstad	Aye
Commissioner Becky Keck	Aye
Commissioner John Jones	Aye

6. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

A. Parks Memorial Dedication Policy

Discussion was had regarding creating a Parks Memorial Dedication Policy.

B. Selna Mongini Park Signage

Discussion was had regarding Arizona State University (ASU) Project Cities educational signage for the Selna Mongini Park project.

7. NEW BUSINESS

A. 2025 Concerts in the Park

Discuss, consider, and act upon the 2025 Concerts in the Park schedule.

Action: **Approval of the 2025 Concerts in the Park schedule.**

Motion: *Commissioner Aasmundstad*

Second: *Commissioner Jones*

Vote: Approved 5-0

Voting Member	Aye/Nay
Chairperson Cheryl Kessel	Aye

Vice Chairperson Ben Kramer	Aye
Commissioner Robyn Aasmundstad	Aye
Commissioner Becky Keck	Aye
Commissioner John Jones	Aye

8. FUTURE AGENDA ITEMS

Chairperson Kessel proposed that an update on Youth Advisor recruitment be placed on a future agenda for discussion. Commissioner Aasmundstad requested that updates from the Bicycle Advisory Committee be placed on a future agenda for discussion.

9. ADJOURNMENT - Chairperson Kessel adjourned the meeting without objection at 6:03 p.m.

Chairperson, Cheryl Kessel

SUBMITTED BY:

Assistant Manager of Parks and Communications/PIO, Chell Smart

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Staff Report

Item Number: 7.A.

Agenda Item:**Selna Mongini Park S.T.E.A.M. Elements and Signage**

Discussion only regarding Arizona State University (ASU) educational signage and other S.T.E.A.M. items planned at the Park.

Staff Contact:

Chell Smart, Assistant Manager of Parks and Communications/PIO

Meeting Date:

February 12, 2025

Strategic Goal:

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

Signage was introduced by ASU students to the Parks and Recreation Commission on Dec. 11, 2024.

The final drafts have been presented for final consideration. The following educational themes are explored through the signage:

1. Water conservation.
2. Water-wise choices.
3. Verde River ecosystem.
4. Recycling impact on water use.
5. Solar energy.
6. Bench exercises.
7. Fun in the sun safety tips.

The Commission is asked to share feedback to help prioritize which signs should be included and which signs will be paired with specific learning stations in the park. Suggestions for how staff should adapt the signage to best meet educational goals are also welcome. Staff will share the latest draft of the signage.

S.T.E.A.M. items have been added to the park plan due to successful fundraising through the Selna Mongini S.T.E.A.M. Park Capital Campaign initiative. Staff will share the progress of the campaign and newly added items.



Budget Impact: No budget impact.

Recommendation: Discussion only, no action needed.



Staff Report

Item Number: 7.B.

Agenda Item:

Bike Month

Discussion only regarding Bike Month activities.

Staff Contact:

Joni Westcott, Parks and Recreation Director

Meeting Date:

February 12, 2025

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:

May is National Bike Month, promoted by the League of American Bicyclists and celebrated in communities from coast to coast. In the past, Yavapai County Community Health Services (YCCHS) initiated and led a one-week bike promotion in May. Recently, the Bicycle Advisory Committee (BAC) and YCCHS met to discuss a Verde Valley wide promotion of National Bike Month with each community participating and promoting one or more bike events throughout the month of May. Staff will share some of the ideas presented at the BAC meeting and discuss some options for Clarkdale's participation.

Budget Impact:

No impact.

Recommendation:

Discussion only.



Staff Report

Item Number: 8.A.

Agenda Item:**Chairperson Selection**

Discuss, consider, and act upon the selection of a new Chairperson.

Staff Contact:

Joni Westcott, Parks and Recreation Director

Meeting Date:

February 12, 2025

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:

Each year the Commission as a whole selects a chairperson for the group.

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, as long as you are not disagreeable.
- Be the last representative to give his/her opinion after all others have spoken.

Commissioners will discuss and select a new Chairperson for the Parks and Recreation Commission.

Budget Impact:

No budget impact.

Recommendation: Staff recommends that the Commission select a Chair for the Parks and Recreation Commission.



Staff Report

Item Number: 8.B.

<u>Agenda Item:</u>	Vice Chairperson Selection Discuss, consider, and act upon the selection of a new Vice Chairperson.
<u>Staff Contact:</u>	Joni Westcott, Parks and Recreation Director
<u>Meeting Date:</u>	February 12, 2025
<u>Strategic Goal:</u>	• 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.
<u>Background:</u>	Each year the Commission selects a Vice Chairperson. The Vice Chairperson's role is to complete the tasks of the Chairperson if they are not available.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	Staff recommends that the Commission select a Vice Chair for the Parks and Recreation Commission.



Staff Report

Item Number: 8.C.

Agenda Item:**Commissioner Reports**

Discuss, consider and act upon the addition of a Commissioner Reports section to be included on the Parks and Recreation monthly agenda.

Staff Contact:

Joni Westcott, Parks and Recreation Director

Meeting Date:

February 12, 2025

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:

Parks and Recreation Commissioners are active in the community beyond regular monthly meetings. Monthly reports on community activity participation can be beneficial not only to the public but to other Commissioners, Town Council, and staff, as well. Staff proposes consideration of adding a Commission Reports section to the monthly agenda. Commissioners can then include a written monthly report to staff to be included with the monthly agenda packet and provide a brief report verbally during the meeting.

Budget Impact:

No impact.

Recommendation:

Staff recommends the approval of adding a Commissioner Reports section to the monthly Parks and Recreation agenda.