



**NOTICE OF A REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
OF THE TOWN OF CLARKDALE
WEDNESDAY, SEPTEMBER 10, 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, September 10, 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 three

minutes unless a different amount of time is noted on the agenda or is determined by the Presiding Officer or by a majority vote of the Council.

4. REPORTS

A. No reports submitted.

5. UPDATES

A. Copper Penny Park Pickleball

Update only on a concern regarding the Copper Penny Park pickleball court.

6. MINUTES

A. Approval of Minutes

Discuss, consider, and act upon the draft minutes from the Special Meeting held on July 23, 2025.

7. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

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

Discussion only about Selna Mongini S.T.E.A.M. Park status.

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

Discussion only about security considerations for Selna Mongini STEAM Park.

8. ACTION ITEMS

A. 2025 Santa Comes to Clarkdale Event Plan

Discuss, consider, and act upon the 2025 Santa Comes to Clarkdale Event Plan.

B. Town of Clarkdale Park Hours Community Survey Proposal

Discuss, consider, and act upon the Town of Clarkdale Park Hours Community Survey Proposal.

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.

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: 5.A.

Agenda Item: **Copper Penny Park Pickleball**
Update only on a concern regarding the Copper Penny Park pickleball court.

Staff Contact: Joni Westcott, Parks and Recreation Director

Meeting Date: September 10, 2025

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses, and visitors to Clarkdale.
- Goal Area 2 - Enhance the quality and availability of parks, recreation and cultural opportunities.

Background: Staff was recently made aware of some social media comments regarding the pickleball courts at Copper Penny Park and will be following up on the concerns.

Budget Impact: No impact.

Recommendation: Update only.



Staff Report

Item Number: 6.A.

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- Agenda Item:** **Approval of Minutes**
Discuss, consider, and act upon the draft minutes from the Special Meeting held on July 23, 2025.
- Staff Contact:** Joni Westcott, Parks and Recreation Director
- Meeting Date:** September 10, 2025
- Strategic Goal:** Not applicable.
- Background:** Approval of minutes.
- Budget Impact:** No budget impact.
- Recommendation:** Approval of the minutes from the Special Meeting held on July 23, 2025.



**SUMMARIZED MINUTES OF A SPECIAL MEETING OF THE
PARKS AND RECREATION COMMISSION
OF THE TOWN OF CLARKDALE
WEDNESDAY, JULY 23, 2025 AT 5:00 PM**
(To listen to the full audio/video of the meeting,
Please visit www.clarkdale.az.gov – agendas and minutes)

Members Present: *Chairperson Cheryl Kessel; Vice Chair Ben Kramer; Commissioners - Becky Keck, Robyn Aasmundstad, John Jones, and Youth Advisor, Jalexa Villegas.*

Other Municipal Officials Present: *Joni Westcott, Parks and Recreation Director; Chell Smart, Manager of Parks and Communications.*

Audience: *Two members of the public were present in the audience or on zoom.*

1. **CALL TO ORDER** – *Chairperson Kessel called the meeting to order at 5:06 p.m.*
2. **ROLL CALL** – All members present.
3. **PUBLIC COMMENT** – *Windy Jackson, a Clarkdale resident, commented on concerns related to the Selna Mongini S.T.E.A.M. park, and her easement, in the Lower Clarkdale neighborhood.*
4. **COMMISSIONER REPORTS** – No Commissioner Reports were given.
5. **UPDATES**
 - A. **Concerts in the Park**
Updates were provided.
 - B. **Fourth of July**
Updates were provided.
6. **MINUTES**
 - A. **Approval of Minutes**
Discuss, consider, and approve the draft minutes from the regular meeting held on Feb. 12, 2024.

Action: Approval of minutes from the regular meeting held on Feb. 12, 2025.

Motion: *Vice Chair Kramer*

Second: *Commissioner Keck*

Vote: Approved 5-0

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

7. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

A. Selna Mongini S.T.E.A.M. Park Project Status

Discussion only regarding the Selna Mongini S.T.E.A.M. Park project status took place.

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

Discussion only on the Selna Mongini S.T.E.A.M. Park Capital Campaign took place.

C. Selna Mongini S.T.E.A.M. Park Grand Opening

Discussion only regarding the Selna Mongini S.T.E.A.M. Park Grand Opening event took place.

8. ACTION ITEMS

A. 2025 Halloween Event

Discussion took place regarding the 2025 Halloween Event plan, and Commissioners made suggestions regarding ways to improve the event.

Action: *Move to continue the Halloween event with best practices applied, including having a group category at the beginning and an enthusiastic announcer for the event, and hand out awards quickly at the end instead of calling the awardees at the end.*

Motion: *Vice Chair Kramer*

Second: *Commissioner Aasmundstad*

Vote: Approved 5-0

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

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

Discussion took place regarding the proposed S.T.E.A.M. Park Anatomy and Physiology workout station and location.

Action: *Move to approve the location and installation of the Selna Mongini STEAM Park Workout Station.*

Motion: *Vice Chair Kramer*

Second: *Commissioner Keck*

Vote: Approved 5-0

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

9. FUTURE AGENDA ITEMS

Parks and Recreation Commission did not propose items to be placed on a future agenda. This item is for discussion only.

10. ADJOURNMENT – 6:31 p.m.

Chairperson, Cheryl Kessel

SUBMITTED BY:

Manager of Parks and Communications/ Town PIO, Chell Smart



Staff Report

Item Number: 7.A.

Agenda Item: **Selna Mongini S.T.E.A.M. Park Status**
Discussion only about Selna Mongini S.T.E.A.M. Park status.

Staff Contact: Joni Westcott, Parks and Recreation Director

Meeting Date: September 10, 2025

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses, and visitors to Clarkdale.
- Goal Area 2 - Enhance the quality and availability of parks, recreation and cultural opportunities.

Background: The Selna Mongini S.T.E.A.M. Park is now open to the public and is already well-used. Staff will provide updates on the following items:

- Grand Opening event including public response.
- Contractor punch list items remaining and timeline.
- Upcoming S.T.E.A.M. items to be installed.
- Park signage.

Budget Impact: N/A

Recommendation: Discussion only. No action required.



Staff Report

Item Number: 7.B.

Agenda Item: **Selna Mongini S.T.E.A.M. Park Security**
Discussion only about security considerations for Selna Mongini STEAM Park.

Staff Contact: Joni Westcott, Parks and Recreation Director

Meeting Date: September 10, 2025

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses, and visitors to Clarkdale.
- Goal Area 2 - Enhance the quality and availability of parks, recreation and cultural opportunities.

Background:

Ensuring the safety and security of Clarkdale's parks is critical to encouraging public use, protecting public investments, and fostering community pride. The following summary provides background information on current considerations for Selna Mongini (SM) Park, input from the Police Department, and best practices from Crime Prevention Through Environmental Design (CPTED) and other Arizona municipalities.

Police Department Input- Staff recently met with Chief Taylor to discuss considerations for park security specific to the Selna Mongini S.T.E.A.M. Park:

- Risk Evaluation: PD will assess Selna Mongini Park for graffiti, damage, and safety risks and share a recommendation with the Parks team.
- Neighborhood Park Watch: Conduct a park-focused meeting with nearby neighbors that includes an officer from the Police Outreach Program (POP) to discuss what park neighbors can do to help keep the park secure. This meeting would provide residents with information about what should be of concern and who to contact if they see something. Surveillance signage could be added to the park.
- Lighting Considerations: Keep a few lights on after closure; explore motion/sound-activated lights.
- Cameras: Low-cost options exist, but questions remain about

effectiveness, data storage, and resources to manage the data.

Best Practices for Park Safety

Design and Maintenance (CPTED and NRPA Standards)

- Lighting and Sightlines – Install quality lighting on paths/playgrounds; trim shrubs below 2 ft, raise tree canopies above 6 ft.
- Defined Entrances/Boundaries – Clear signage, fencing, and vegetation design help direct access.
- Ongoing Maintenance – Quick removal of graffiti, repairs, and routine inspections (NRPA: visible upkeep fosters perceived safety).

Community Engagement

- Neighborhood Watch and Volunteers – Encourage resident involvement and trained volunteer patrols (NRPA: inclusive engagement builds ownership and trust).
- Community Events – Increase positive park use to deter unwanted activity.

Technology

- Surveillance Cameras – Install at entrances and parking areas.
- Mobile Alerts – Explore community reporting and notification tools.

Considerations for Selna Mongini STEAM Park:

- Begin community engagement through a neighborhood meeting.
- Install “Park is under surveillance” signs.
- Review the Police Department assessment when complete for recommendations that might include additional lighting or camera placement options.

Budget Impact: No current impact.

Recommendation: Discussion only. No action required.



Staff Report

Item Number: 8.A.

Agenda Item: **2025 Santa Comes to Clarkdale Event Plan**
Discuss, consider, and act upon the 2025 Santa Comes to Clarkdale Event Plan.

Staff Contact: Chell Smart, Manager of Parks and Recreation and Communications/PIO

Meeting Date: September 10, 2025

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses, and visitors to Clarkdale.
- Goal Area 2 - Enhance the quality and availability of parks, recreation and cultural opportunities.

Background: The annual Santa Comes to Clarkdale event was hosted at the Clark Memorial Clubhouse in 2025, but has also been hosted in the Town Park. Popular features of this event include:

- Photos with Santa.
- Free cookies and hot cocoa.
- Writing station for letters to Santa.
- Craft station.
- In-line games and activities.

The proposed event plan for the 2025 Santa Comes to Clarkdale event includes all suggestions from Parks and Recreation Commission after the 2024 event.

Proposed 2025 event plan:

- Time: Dec. 6 from noon to 2 p.m.
- Location: Clark Memorial Clubhouse Men’s Lounge, Town Park, or the S.T.E.A.M. Park.
- Photos taken with attendees’ own camera or phone.
- In-line games and activities as a part of the event.
- Play holiday music via the Town’s speaker system.

- Children can stand in front of Santa to allow more children to visit Santa, rather than sitting.
- Crafts are popular; they will expand so more children can be at the table at once.
- Letters to Santa was a hit last year. Additional templates for younger kids will be provided.
- Santa will be requested to stay until 2:30 p.m. this year (end time will still be advertised as 2 p.m.).
- Other considerations could include an ugly sweater or best holiday get-up contest.

Budget Impact: 01-5-2602-7801 Parks and Recreation General Budget \$1,000.

Recommendation: Staff recommends consideration and approval of the 2025 Santa Comes to Clarkdale event plan, including recommendations from the Commissioners regarding location and activities.



Staff Report

Item Number: 8.B.

Agenda Item: **Town of Clarkdale Park Hours Community Survey Proposal**
Discuss, consider, and act upon the Town of Clarkdale Park Hours Community Survey Proposal.

Staff Contact: Chell Smart, Manager of Parks and Recreation and Communications/PIO

Meeting Date: September 10, 2025

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses, and visitors to Clarkdale.
- Goal Area 2 - Enhance the quality and availability of parks, recreation and cultural opportunities.

Background: Park hours in the Town of Clarkdale are currently defined in Town Code as “daylight only unless otherwise posted on site.” In practice, posted hours vary by park:

- **Town Park:** 7 a.m. – 9 p.m.
- **Selna Mongini S.T.E.A.M. Park:** 6 a.m. – 9 p.m.
- **Centerville Park:** 7 a.m. – 10 p.m. (restrooms 8 a.m. – dark)
- **Copper Penny Park:** 6 a.m. – 9 p.m.
- **Skyline Park:** 6 a.m. – 9 p.m.
- **River Parks:** Day use only.

As park use has grown, especially following recent improvements, the Town has identified the need to evaluate and potentially update the hours policy across the entire park system.

Best practices:

The National Recreation and Park Association (NRPA) recommends gathering community input before finalizing hours. Common park hour sample policies include:

- **Daylight hours only** for parks in residential areas without adequate lighting.
- **Extended evening use (up to 9 p.m. or 10 p.m.)** for parks with

lighting, or during programmed events.

- **Seasonal or program-based flexibility** to allow special events (e.g., star-gazing, concerts).
- **Explicit prohibitions** on overnight use, camping, or occupation.
- **Ongoing evaluation** using usage, safety, and maintenance data.
- **Bathroom hours** should align with park hours.

Public outreach plan:

A community survey is recommended to guide the policy update. The Commission is asked to consider and recommend outreach methods including:

- Online and paper surveys (Town website, Small Talk newsletter, social media).
- Flyers with QR codes delivered to neighborhoods near parks.
- A-frame signage with survey QR codes at parks.
- In-person interviews with Park Stewards, staff, and door-to-door in key neighborhoods.

A 30-day period is recommended for the survey to remain open. The survey goal is 350 responses, providing a 95% confidence level with $\pm 5\%$ margin of error. A minimum of 150 responses from residents living near parks is recommended to ensure neighborhood representation.

Survey questions (English/Spanish):

1. When should parks without lighting close?
 - At sunset.
 - Other: _____.
2. When should parks with adequate lighting close?
 - 9 p.m.
 - 10 p.m.
 - Other _____.
3. Which park do you live near?
 - Town Park
 - Selna Mongini STEAM Park
 - Copper Penny Park
 - Centerville Park
 - Skyline Park
 - Lower TAPCO or Tuzigoot River Access Point
4. Do you live immediately adjacent to a park?
 - Yes
 - No
5. Open comment: If you have additional thoughts or concerns about park hours, please share with us:
 - _____.

Evaluation:

Once new hours are in place, the Town will track:

- **Usage data:** Are parks used during extended hours?
- **Safety data:** Did calls for service or vandalism change after new hours were introduced?
- **Maintenance data:** Did litter, restrooms, or turf wear increase after new hours were introduced?

A one-year re-evaluation will follow any adopted change.

Once the survey is complete, results will be brought back to the Commission for another discussion on appropriate park hour policy, which may include any of the following:

- **Neighborhood parks without lighting** to remain open sunrise to sunset, also known as “daylight hours” only, unless otherwise posted.
- **Parks with adequate lighting** to remain open sunrise to 9 p.m. or 10 p.m. (based on survey input).
- **Programmed extensions of park hours** (with staff present and/or lighting) may be approved by the Town Manager or Parks Manager, not to exceed 10 p.m.
- **Overnight use, camping, and occupation** remain prohibited.
- **Seasonal adjustments** may be made following community notice and evaluation of usage, safety, and maintenance data.
- **Bathroom hours** should align with park hours.

This approach builds in flexibility, simplifies Town park hour policies, and ensures that park hours balance Clarkdale’s needs with neighborhood fit.

Budget Impact: No budget impact.

Recommendation: Staff recommends that PRC approve the proposed public outreach plan and suggest outreach methods.