

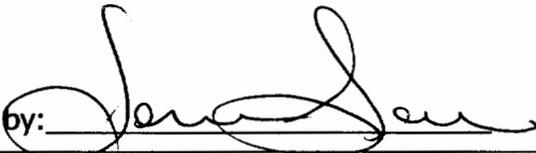


**AGENDA
REGULAR SESSION
PARKS and RECREATION COMMISSION
of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
Tuesday, August 7th, 2007
5:30 P.M.**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda** - All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of the Commission so requests.
 - a. **Approval of the Minutes:**
 - 1) June 5th, 2007.
 - 2) July 3rd, 2007 Cancelled
 - b. **Set Next Meeting, Date and Time:**
 - 1) Regular Session – September 4th, 2007.
5. **Call to the Public for Items not on the Agenda** Pursuant to ARS §38-431.01.G, Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Council from taking any action on items not on the agenda, except to respond to criticism made by those who have addressed the public body, ask staff to review a matter, or ask that a matter be included on a future agenda.

Public input may be invited on the following:
6. **Discussion and update of the proposed Community Park located at the Old Airstrip Site.**
7. **Discussion, consideration and possible approval to set date for a Parks & Recreation Commission Retreat.**
8. **Discussion and update on the SLIF Grant and plans to work at Black Bridge Park.**

9. **Discussion and update on the profit and loss for the Crawdad Festival, Independence Day Celebration, Cornfest and Summer Program.**
10. **Discussion and update on upcoming Events and programs.**
11. **Director's Report.**
12. **Commission Informational Reports:** Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for informing the public of events and activities. The Commission will take no discussion, consideration or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.
13. **Adjournment.**

Posted by:  Date/Time: August 2, 2.00pm

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk.

**MINUTES
REGULAR SESSION
PARKS and RECREATION COMMISSION
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
Tuesday, June 5th, 2007
5:30 P.M.**

Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Commission motions to facilitate future research.
Public input, where appropriate, is heard prior to the motion

1. **Call to Order**

The meeting was called to order at 5:30 p.m.

2. **Roll Call**

Chairperson Trapper Moore, Commissioners Ellington, Wilson and Clawson were present; Commissioner Mason arrived at 5:47 p.m.; Commissioner Teague was absent; Vice Chairperson Parker was absent, having submitting his resignation.

Also Present: Parks & Recreation Director Lynda Moore and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Clawson.

4. **Consent Agenda** - All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of the Commission so requests.

a. **Approval of the Minutes:**

1) May 1st 2007.

b. **Set Next Meeting, Date and Time:**

1) Regular Session – July 3rd, 2007.

On a motion by Ellington, seconded by Clawson, the Consent Agenda was unanimously approved as presented, noting that the meeting scheduled for July 3, 2007 is canceled.

Discussing the regular session for July 3rd, it was agreed that because of possible lack of a quorum on the eve of the holiday, the meeting should be canceled.

5. **Call to the Public for Items not on the Agenda**

There was no public input.

6. **Discussion and update of the proposed Community Park located at the Old Airstrip Site.**

Parks & Rec Director Moore reported that the Council has decided to select the option prepared by Finance Director Bullard whereby the Town could bond \$4.3 million for purchase of as much of the proposed Forest Service 223 acres as possible for that amount. \$300,000 of the bond would be committed from the Parks Fund annual revenue. It is hoped that the Forest Service will not require another appraisal, but will come back with an offer of land for the \$4.3 million. Mayor Gioia and Interim Town Manager are in the process of setting up a meeting with the Forest Service to discuss the purchase. Moore confirmed that the \$1 million now in the Parks Fund for improvements will not be affected; also the Fire District plans to purchase two acres of the property.

7. **Discussion on fingerprinting for volunteers working with youth.**
Moore said that this item was inadvertently duplicated by Item 10, and requested that any discussion take place under Item 10; the Commission agreed with that request.
8. **Discussion and update on Black Bridge Park.**
Moore said that the archaeological study will commence around July 1st and will take approximately six weeks, after which the Town will be able to determine how to proceed with the road and other improvements. Moore is preparing and will be sending out the bid for the restrooms, and within two to three weeks it will be possible to start cutting the planned trail.

Public Input

Robin Whatley wondered if thought had been given to developing the Park site and the Library site together, which she believes is a viable solution and would provide parking spaces.

9. **Discussion and update on 07/08 Budget.**
Moore commented that the budget sessions went very well this year. Although funding was not included for a Special Events Coordinator, there was generous funding for the Parks expenses so that the needed improvements can be taken care of, especially at Butler Park. Moore noted that every other department received funding for additional staff.
10. **Discussion and update regarding fingerprinting and background checks for volunteers.**
Moore said she had included an article in the agenda packet regarding the subject of fingerprinting and background checks that emphasizes the importance of checking out volunteers. Moore said that in the basketball program alone, there will be around 100 volunteers that work with children. The Town does not have a policy for background checks of volunteers; however, Moore explained that she will be presenting a request to Council tomorrow night for direction to add such a requirement to the Personnel Manual. Since the agenda did not provide for any formal action, Moore suggested that the members might want to attend the Council meeting to lend their verbal support for the request. The cost of fingerprinting and background checks was briefly discussed; Moore confirmed that the Parks budget included the necessary funding.
11. **Director's Report.**
Moore reviewed highlights of her written report, including the problem with the well pump at Butler Park, the issue of graffiti removal, and the positive impact of the Crawdad Festival on the Town. Although it appears that income from the event may end up on the negative side, the Town businesses were extremely busy throughout the weekend and benefited from the great numbers of visitors and tourists who had come to Town for the event. Moore said that the plan for next year is to cut back to two days instead of the three, which will also keep expenses down somewhat. The playground equipment is ready to be installed at Verde Lakes Park, and the next priority is starting work on the trails at Black Bridge Park. Moore added a special commendation to Jim Ellington for his work at the Crawdad Festival above and beyond the call of duty.
12. **Commission Informational Reports:**
Mason reported on the Corvette Car Show sponsored by the Chamber during the Crawdad Festival. The event will be sanctioned by the Corvette Club next year, which

will increase the participation by the Corvette Club members, and will again be held during the Crawdad Festival.

Wilson said he had received very positive comments from friends who had visited on Saturday to attend the Crawdad Festival.

Ellington wanted to thank Danny Parker for all the work he has done on the Commission during the last six years, adding that he will be missed.

Clawson apologized for not contributing more time to the Festival than she did; Moore assured her that she was a great help.

13. **Adjournment.**

On a motion by Clawson, seconded by Ellington, the meeting was adjourned at 5:54 p.m.

Trapper Moore, Chairperson

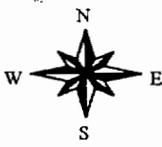
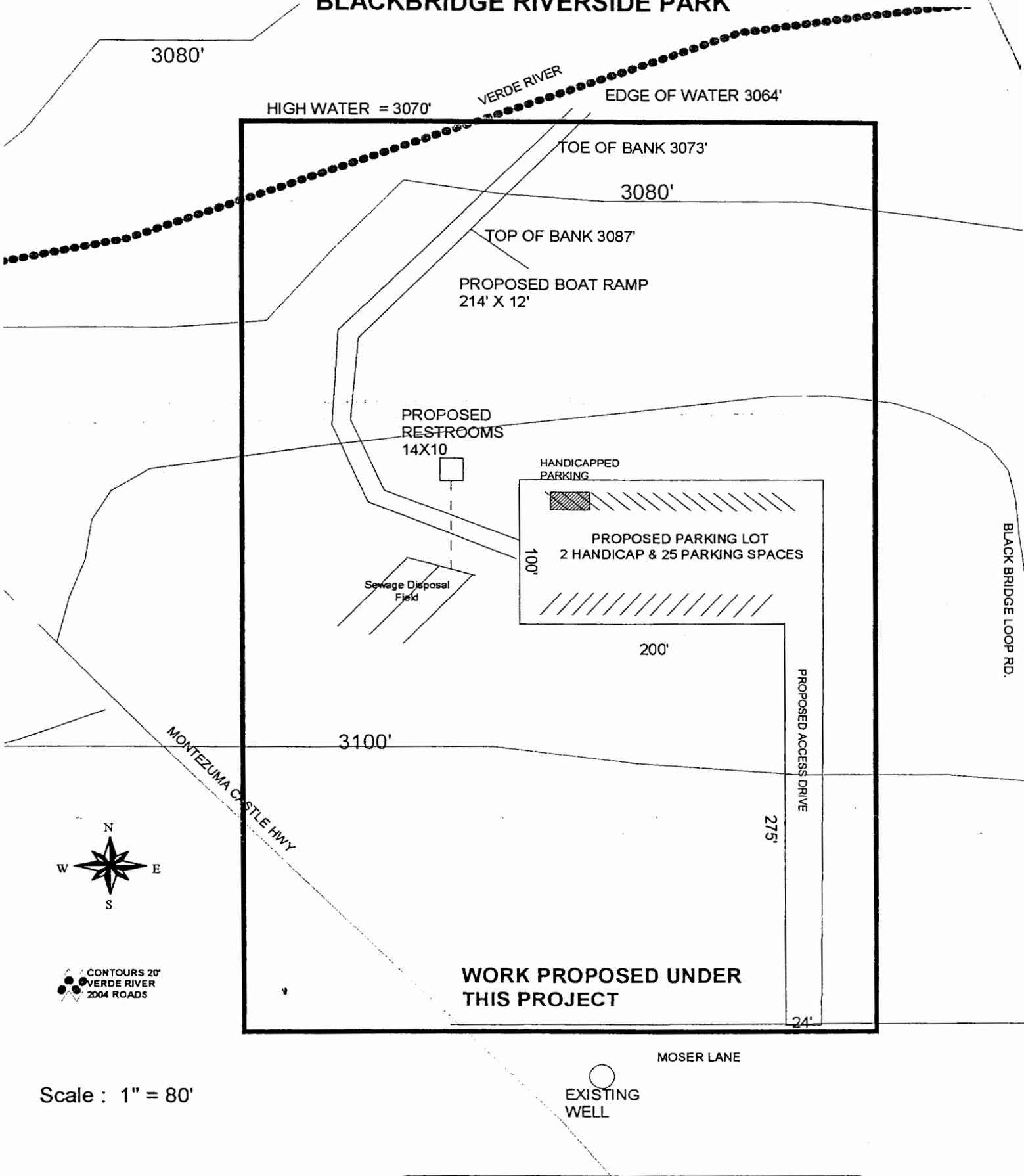
CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Parks & Recreation Commission of the Town of Camp Verde during the Regular Session of the Parks & Recreation Commission, Camp Verde, Arizona, held on the 5th day of June 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2007.

Margaret Harper, Recording Secretary

SITE MAP BLACKBRIDGE RIVERSIDE PARK




 CONTOURS 20'
 VERDE RIVER
 2004 ROADS

**WORK PROPOSED UNDER
THIS PROJECT**

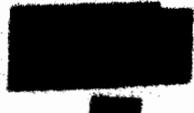
Scale : 1" = 80'

6 ft Green Coated Chain Link

BLACK BRIDGE LOOP

01/08

10/07/08



11150 W. 111th St
6.4 Green Coast Chain Link

BLACK BRIDGE LOOP

01/08/21

Good
Co

DRAFT

**Summer Program 07
Money Report**

Money Spent on Program

Cooking Class \$287.89
Arts & Crafts Class \$56.98

Total Exspence \$371.52

Money Brought in from Registration

5 Children Enrolled at \$40 \$200
4 Children Enrolled at \$30 \$120
8 Children Rechived Scholarships

Total Revenue \$320.00

Staff Time \$3,381.00

Total Profit/Loss \$3,432.52

8/2/2007

**Profit & Loss Statement
Independence Day
July 4, 2007**

REVENUE

Start Bank	\$ 200.00
Entrance Fees	\$ -0-
Vendors	\$ -0-
Sponsorship	\$5,000.00
Food Sales etc	\$ 275.00

\$ 5,475.00

COSTS AND EXPENSES

Event Advertising	\$ -0-
Banners/Signage	\$ -0-
Entertainment	\$ -0-
Food	\$ 346.35
Insurance	\$ -0-
Special Event Supplies	\$5,283.36
Start Bank	\$ 200.00
Equipment Rental	\$ -0-
AZ Department of Revenue	\$ 22.97

\$5,852.68

EVENT INCOME/LOSS

<\$ 377.67>

OTHER INCOME/EXPENSE

*Total payroll expense for 5 employees

\$1,112.47

Net Profit/Loss

<\$1,490.14>

* Includes all payroll withholdings

Profit & Loss Statement
Corn Festival
July 14, 2007

REVENUE

Start Bank	\$ 600.00	
Vendors	\$ 1,060.00	
Food Sales	\$ 1,892.40	
Sponsorship	\$ -0-	
		<u>\$3,552.40</u>

COSTS AND EXPENSES

Advertising	\$ 500.00	
Equipment Rentals	\$ 1,116.78	
Entertainment	\$ 500.00	
Food	\$ 1,278.56	
County Health Dept. License	\$ 192.00	
Supplies	\$ 335.42	
Banners	\$ 86.56	
Waste Removal	\$ -0-	
Contract Labor	\$ -0-	
AZ Dept of Revenue/Tax	\$ 158.02	
Start Bank	\$ <u>600.00</u>	
		<u>\$ 4,767.34</u>

EVENT INCOME/LOSS

<\$1,214.94>

OTHER INCOME/EXPENSE

*Total payroll expense for 6 employees

\$1,713.76

Net profit/loss

<\$2,928.70>

* Includes all payroll withholdings

Profit & Loss Statement
Crawdad Festival
June 1st, 2nd & 3rd, 2007

REVENUE

Start Bank	\$ 14,000.00
Door	\$ 12,899.81
Vendors	\$ 1,795.00
Food Sales	\$ 20,835.00
Sponsorship	\$ 1,000.00

\$ 50,529.81

COSTS AND EXPENSES

Advertising	\$ 4,816.64
Equipment Rentals	\$ 3,913.92
Entertainment	\$ 5,000.00
Food	\$ 22,540.51
Lodging	\$ 211.62
Security	\$ 330.00
County Health Dept. License	\$ 108.00
Tent Labor	\$ 3,074.00
Judging	\$ 250.00
Supplies	\$ 1,551.01
Banners	\$ 260.04
Waste Removal	\$ 730.80
Contract Labor	\$ 1,000.00
Az Dept of Revenue/Tax	\$ 2,816.86
Start Bank	<u>\$ 14,000.00</u>

\$ 60,603.40

EVENT INCOME/LOSS

<\$10,073.59>

OTHER INCOME/EXPENSE

*Total payroll expense for 8 employees

\$9,275.42

Net profit/loss

<\$19,349.01>

* Includes all payroll withholdings

7/18/2007

COMMISSION QUARTERLY REPORTS

Article 4-2-B1 of the Town Code:

At the first regular meeting of each calendar quarter, the chairperson, or his or her designee, will provide a **written and verbal report** to the Mayor and Council summarizing the board or commission activities during the prior quarter, identify upcoming activities and review any problems, concerns or proposals. Such reports are to be submitted to the Town Manager in advance of the meeting for inclusion in the Council meeting packets.

At the July 25, 2007 Council Hears Planning and Zoning Council meeting staff was directed to arrange a procedure where one representative from each Commission will come before the Council at a Work Session each quarter, as a group, for the Council to receive their Quarterly Reports and to be able to have dialog with them.

The following schedule has been created for Commissions to meet with Council during the 2nd Wednesday Work Session:

	Meeting Date & Reporting Period
Third Quarter 2007	October 10, 2007 (For July, August & September 2007)
Fourth Quarter 2007	January 09, 2008 (For October, November & December 2007)
First Quarter 2008	April 9, 2008 (For January, February & March 2008)
Second Quarter 2008	July 11, 2008 (For April, May & June 2008)
Third Quarter 2008	October 8, 2008 (For July, August & September 2008)
Fourth Quarter 2008	January 14, 2009 (For October, November & December 2008)

Written reports need to be to the Clerk's Office the by noon on Wednesday, prior to the Meeting date.

395 South Main Street
Camp Verde, AZ. 86322
(928) 567-0535
Fax 567-1540
Email lmoore@cvaz.org

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Parks & Recreation

August / September 2007

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*Parks & Recreation and
Street amenities increase
tourism and retain
businesses, contributing to
the economic health of
Camp Verde*

ON THE DRAWING BOARD by Lynda Moore

First I would like to welcome Robin Whatley to the commission. I look forward to working with Robin and I know she will be an asset to the commission. As you all know the July meeting was cancelled due to the July 4th holiday. Thanks to Cliff Castle Casino for once again sponsoring the fireworks show for the community. It was really a good show. Summer Program is going great and the kids are having a ball. I'm told that their favorite class and instructor is Miss Jessie in the cooking class. The Fort Verde Days Committee met in July and has selected a theme and grand marshal for the 51st Annual Fort Verde Days. We decided that it is time to put the past behind and look to the future. This years theme is "Community Inspirations" and the Grand Marshal is Clifford Larson. Clifford has overcome, accomplished and is a true role model for the youth in our community. I hope that you have had a chance to stop by the Farmer's Market on Saturday mornings. It is held at every Saturday from 8am to noon at the Town Ramada and draws people from as far away as Phoenix. The Hunter Education class was a huge success as always and had close to 50 students again this summer. The famous cannon has finally arrived and work will begin in the next two weeks to build a pad in front of the Parks & Rec. building to display it. We are also in the process of ordering 6-8 period uniforms and 4 dresses. Once we complete all of this we will be able to close out the Arizona Office of Tourism Grant and we will move forward with starting a volunteer group who will assist in keeping the cannon polished and learn to shoot it. Staff has been busy with the Cornfest, changing banners; they just completed a face-lift to the backside of the Library and will start working to finish Verde Lakes Park this week. The sprinkler system at Butler Park has been calibrated to match the pressure with the pump, so we are able to adequately water the park again. Butler has also been aerated and fertilized. Along with some good rain the park is beautiful. I encourage everyone to visit Butler, Arturo and Sunnyside Park. The guys are doing a great job and the parks look great. We do have a mosquito problem at Sunnyside, although there is no sign of West Nile, we have posted signs encouraging everyone to protect themselves and wear mosquito repellent. We also installed speakers outside of the Council Chambers. Since our last meeting we have hired for the position of Parks Worker. Mike Dumas, Darrell Payne and Damen Yeager are in Colorado Springs this week attending a NRPA Park Maintenance Resource Management School. I am currently working to plan the Block Party, Pioneer Days and Fort Verde Days. If anyone is interested in sitting on a committee just let me know. I will be meeting with the Main Street Merchants this week to talk about their involvement in the Block Party. I would love any suggestions that the Commission might have on some fun ideas for this event. Until next month, keep enjoying your summer.

RECREATION by Joe Perez

June saw a lot of really good programs come and go. One of these programs was a start back up of our summer program for children. Classes like Sports, Model Cars, Rocketry, Archery, Cooking, Dance & Cheerleading were enjoyed by youth of the community. Another Program that was enjoyed by the youth was Golf Lessons at Beaver Creek Golf Club. Children ages 6 to 18 had a weeklong session with golf pro Chad Seekins. The children learned to Putt,

Chip, and Drive during their lessons at Beaver Creek. One of the more recent programs that was offered was the Hunter Education Class. Over 50 young people had the chance to learn hunter safety and wildlife identification. A Field Day a Friday in June made for a very exciting experience for all.

Three up and Coming Events are being planed for August and September, along with the start of our 3 on 3 Basketball League. Another league that is being offered for the first year is our Kickball League for adults and children. Look for all this fun at you local Parks & Recreation Department.

The Annual Block Party is set to take place on Saturday August 18, 2007 from 6:00 p.m. to 11:00 p.m. One of the many attractions that will be taking place the night of the Block Party on Main Street will be our Annual Ping Pong Championship. This Ping Pong tournament is an open tournament for anyone interested in participating, with registration open the night of the event from 6:00 p.m. to 7:00 p.m. The tournament begins at 7:00 p.m. by the Town Hall Offices. Winners in each age group will be awarded.

Exactly Six years following the attack on America, citizens of Camp Verde will come together in a commemoration ceremony to honor the victims of September 11. The commemoration ceremony honors the victims of the attacks on the World Trade Center, Pentagon, airline flight takeovers and the American military service personnel who have died in the battle against terrorism while other members of the service continue to fight. American Legion posts across America are energizing their communities to ensure that the innocent victims will never be forgotten. The ceremony will begin by recognizing emergency service personnel who have remained strong throughout the entire ordeal on the attack of America and who have upheld the honor of patriotism. The ceremony will take place Tuesday, September 11 at noon at the Camp Verde Town Community Center Ramada behind Parks and Recreation on Holloman Street .

Registration is now being accepted in the Parks and Recreation office for the 2007 Montezuma Castle 10k and 2 mile run/walk. The date of the race will be Saturday September 29, 2007 beginning at 8:00 a. m. The start of the race and check in will both be at Sunnyside Park. Once the race has started runners will head toward and run down our beautiful downtown Main Street to Pecan lane and finish at Montezuma Castle National Monument for the 10K runners. The 2 mile run/walk will start from Sunnyside park, go to the Community Center and then back to Sunnyside Park. The race will include two divisions; Overall Men and Overall Women with age categories in 12 and under, 13 to 17, 18 to 35, 36 to 50, 51 to 60, 61 and over. Also everyone will be encouraged to visit the National Monument the day of the race because it's National Public Lands Day and admission to Montezuma Castle is free.