

MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
PARKS & RECREATION COMMISSION
473 S MAIN STREET, SUITE 106
MONDAY, JUNE 5, 2023 AT 6:30 P.M.

1. **Call to Order**
2. **Roll Call:** Chairperson Dave Grondin, Commissioner Glenda Duncan, Commissioner Mary Hughes, Commissioner Jerry Morris, Commissioner Jeffrey Noonan, and Commissioner Karen Wade were present. Candra Faulkner was absent

Also Present: Parks & Recreation Manager Mike Marshall, Parks & Recreation Supervisor Shawna Figy
3. **Pledge of Allegiance**
Glenda Duncan Led the 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 Commission requests.
 - a) **Approval of Minutes:**
 - 1) Regular Session – May 1, 2023
 - 2) Work Session – May 22, 2023
 - b) **Approval of Verde Lakes Design Principles and Verde Lakes Strategic Development Plan**
 - c) **Set Next Meeting Date and Time:**
 - 1) Monday, July 3, 2023 at 6:30 p.m.

Chair Person Grondin, requested removing items B to a future date and remove item C.

A motion by Grondin seconded by Morris Commission voted to approved the Minutes as presented. Motion passed 6-0

Roll Call Vote:

- Dave Grondin-aye
- Glenda Duncan-aye
- Mary Hughes-aye
- Jerry Morris-aye
- Jeffrey Noonan-aye
- Karen Wade-aye

5. **Special Announcements and presentations:**
 - **There are no Special Announcements or Presentations**

Chairman Grondin thanked staff and everyone involved who helped with the tour.

6. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Commission from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

No Public Comment

7. **Discussion, Consideration and Possible Approval of a Questionnaire that can be used by the Commission and Parks & Recreation to gather information from the public, to include information about survey methods, the previous survey conducted by Finance, and the press release.** (Staff Resource Michael Marshall)

Parks & Recreation Manager Mike Marshall indicated the Risk Manager and other Staff members have reviewed the questionnaire with a few concerns. Parks & Recreation Supervisor Shawna Figy explained the survey can be done thru a google based program.

Staff and Commission discussed placing the questionnaire on the web site, emailing, Facebook along with other locations.

Commission discussed having the following questions

- 1) Are you a Camp Verde resident? If not, where do you live?
- 2) What programs or park amenities would you like to see offered through Parks & Recreation?
- 3) Do you utilize Town Facilities? Figure out a way to include check boxes for the different facilities (Butler, Sports Complex, Pool, Meeting rooms, Ramadas, Gym, Verde Lakes, Arturo, Rezzonico, Skate Park(if so, how often?
- 4) Do you attend Town events, if so what events? Have check boxes on

survey.

5) If you do not utilize P&R facilities, or attend P&R events, can you tell us why?

6) Would you support a name change for the Camp Verde Sports Complex? If so, what is your suggestions?

On a motion by Mr. Noonan seconded by Commissioner Wade the Commission voted to accept the Parks & Rec Questionnaire, as amended.

Roll Call Vote:

- Dave Grondin-aye
- Glenda Duncan-aye
- Mary Hughes-aye
- Jerry Morris-aye
- Jeffrey Noonan-aye
- Karen Wade-aye

8. **Presentation and update on the status of the Capital Improvement Project (CIP) Gazebo project.** (Staff Resource Michael Marshall)

Marshall explained the Gazebo is still under review, it is a public works item under CIP projects, so there is nothing to report.

9. **Presentation, Discussion, and Review of the possible commercial kitchen project.** (Staff Resource Michael Marshall)

Marshall advised Commission, the Commercial Kitchen is an Economic Development project, not a Parks & Recreation project. Working with Partners, Verde Valley Farmers Market, Local First Az. Separate from commercial kitchen that Parks & Recreation. Physical location would be former Methodist Kitchen on 1st Street. A Grant has been applied for. In response to questions asked Mike informed Commission they would not be shutting down the Parks & Recreation Kitchen, that is used by various organizations.

10. **Commission Informational Reports.** These reports are relative to the committee meetings or events that Commission members attended.

In response to questions regarding the Phil England Facility Mike explained it is not a part of the Parks & Recreation program.

Commission had no updates or reports.

11. **Discussion and Direction to staff on topics for future Agenda Items.** (Staff Resource Michael Marshall).

- Find out about Tennis Court Construction-grants

- Information on Camp Verde Recreation Association
- Food Truck Vendors at Sports Complex
- Forming Special District to improve Parks
- Approval of Verde Lakes Design Principles and Verde Lakes Strategic Development Plan

Commission questioned having a Special Session on July 10, 2023 because the July 3, 2023 was cancelled.

Town Clerk stated if the person who made the motion to cancel the July 3, 2023 would rescind the motion, and the person that seconded agreed, the Commission could make a new motion to schedule a meeting on July 10, 2023.

Mr. Morris rescinded his motion for setting next meeting, Chairman Grondin rescinded his motion and made a motion to hold the Next Meeting on July 10, 2023 at 6:30 p.m. Commission Hughes seconded. **Motion passes 5-1**

Roll Call Vote:

- Dave Grondin-aye
- Glenda Duncan-nay
- Mary Hughes-aye
- Jerry Morris-aye
- Jeffrey Noonan-aye
- Karen Wade-aye

Staff report Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Commission and public of such events and activities. The Commission will have no discussion, consideration, or take action on any such item, except that an individual Commission member may request that the item be placed on a future agenda.

Michael Marshall stated the Monthly Staff report is in the packet. Summer Camp is under way, reminded Commission they could always contact staff if they had questions regarding the report. Commission reviewed the report, questioning Staff Continues working on the Verde Lakes Community Park Improvement and asked for this item to be placed on the future agenda.

12. **Adjournment**

Motion by Noonan seconded by Wade Meeting adjourned at 7:28 p.m.

Roll Call Vote:

- Dave Grondin-aye
- Glenda Duncan-aye
- Mary Hughes-aye
- Jerry Morris-aye


- Jeffrey Noonan-aye
- Karen Wade-aye


Chairman Dave Grondin


P&R Manager Mike Marshall

Certification

I hereby certify that the foraging minutes are a true and accurate accounting of the actions of the Parks & Recreation Commission of the Town of Camp Verde, Arizona during the Regular Session held on June 5, 2023. I further certify that the meeting was duly called and held and a quorum was present.


P&R Manager Mike Marshall

