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AGENDA

**TOWN OF CAMP VERDE
SPECIAL SESSION
PARKS & RECREATION COMMISSION
473 S MAIN STREET, SUITE 106
MONDAY, OCTOBER 2, 2023 AT 6:30 P.M.
ZOOM MEETING LINK:**

<https://us02web.zoom.us/j/81282836687?pwd=Z2pETjhmOWxCdzNuWjNybUpDY2ZjUT09>

**One Tap Mobile: 1-253-205-0468 or 1-253-215-7799
Meeting ID: 812 8283 6687
Passcode: 447261**

If you want to speak ON ANY ITEM ON THE AGENDA, PLEASE complete the Request to Speak Form

Note: Commission member(s) may attend Meetings either in person or by telephone, video, or internet conferencing.

1. **Call to Order**
2. **Roll Call:** Chairperson Dave Grondin, Vice Chairperson Candra Faulkner, Commissioner Glenda Duncan, Commissioner Mary Hughes, Commissioner Jerry Morris, Commissioner Jeffrey Noonan, and Commissioner Karen Wade
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 Commission requests.
 - a) **Approval of Minutes:**
 - 1) Regular Session – September 11, 2023
 - b) **Set Next Meeting Date and Time:**
 - 1) Monday, November 6, 2023 Regular Session 6:30 p.m.
5. **Special Announcements and presentations:**
 - **There are no Special Announcements or Presentations**

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))
7. **Discussion, consideration, review and possible recommendation regarding prioritizing the building of Pickleball courts, tennis courts, and Disc Golf course at the Sports Complex.** (Staff Resource Michael Marshall)
8. **Update on progress being made on power and status of the concession stand/restroom facility at the Sports Complex.** (Staff Resource Michael Marshall)
9. **Discussion, consideration, and review of items for the Quarterly Report for Council scheduled for October 10, 2023.** (Resource Michael Marshall)
10. **Discussion, consideration, and planning of the Parks and Recreation Commission hosting a sports equipment drive.** (Staff Resource Michael Marshall)
11. **Discussion and review of upcoming Parks and Recreation special events and programs.** (Staff Resource Michael Marshall)
12. **Commission Informational Reports.** These reports are relative to the committee meetings or events that Commission members attended.
13. **Discussion and Direction to staff on topics for future Agenda Items.** (Staff Resource Michael Marshall).
14. **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.
15. **Adjournment**

Note: Pursuant to A.R.S. §38-431.03A.2 and A.3, the Parks and Recreation Commission may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item. 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.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde and the Town Web site on Sept. 26, 2023 at 3:00 p.m.

Shawna Figy

Shawna Figy, Parks & Recreation Supervisor

DRAFT MINUTES
SPECIAL SESSION
THE PARKS & RECREATION COMMISSION
473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
MONDAY, SEPTEMBER 11, 2023
6:30 PM

All Commission meetings will end at 9 PM, any remaining agenda items will be heard at the next Commission meeting.

1. Call to Order

Vice Chairman Candra Faulkner called the meeting to order at 6:30 p.m.

2. Roll Call

Vice Chairman Candra Faulkner, Commissioner Mary Hughes, Commissioner Jeffrey Noonan and Commissioner Karen Wade were present. Chairman Dave Grondin, Commissioner Jerry Morris and Commissioner Glenda Duncan are absent.

Also Present

Parks & Recreation Supervisor Shawna Figy, Town Clerk Cindy Pemberton, and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Commissioner Noonan led the Pledge.

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 requests.

a) Approval of Minutes:

1) Regular Session – August 7, 2023

b) Set Next Meeting Date and Time:

1) Monday, October 2, 2023, Work Session 5:00 p.m.

2) Monday, October 2, 2023, Regular Session 6:30 p.m.

Motion was made by Commissioner Noonan to accept the consent agenda as presented. Second was made by Commissioner Hughes.

Roll Call:

Commissioner Hughes: Aye

Commissioner Wade: Aye

Commissioner Morris: Absent

Commissioner Noonan: Aye

Commissioner Duncan: Absent

Vice Chair Faulkner: Aye

Chairman Grondin: Absent

Motion Passed 4-0.

5. Special Announcements and Presentations:

- There are no Special Announcements or Presentations.

6. Call to the Public for items not on the agenda. (Please complete a Request to Speak Card and turn it 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))

Randy Rosang is asking if a disc golf course can be placed on the Sports Complex Property. *Ruth Bonde* handed out copy of her written statement to Commission Members. She would like the pool (season) be open longer. Her statement included the benefits of using the pool and a list of suggested events that could be held at the pool. She has a petition with over 66 signatures on it.

Dr. Judith Kiriazis wrote a statement that Town Clerk Cindy Pemberton summarized for the Commission regarding the pool, having it open year-round, and the benefits of the pool. She also gave some ideas on how to keep pool open longer, different agencies to contact for assistance and other such ideas.

Karen Fanning (via ZOOM) would also like to have the pool open longer and suggested covering it to create an "indoor pool".

7. Discussion, consideration, review and possible recommendation regarding staffing, programming, wages, and fees specific to Camp Verde Heritage Pool operations. (Staff Resource Shawna Figy)

Parks & Recreation Supervisor Shawna Figy provided Commissioners with the Pool Staffing and Programming Summary, a Snapshot of Pool Revenue, a list of Pool Maintenance Work, Lifeguard Training, the Seasonal Pay Scale and the Town Fee Schedule. Commissioners discussed the struggle of hiring staff with Ms. Figy. She mentioned the cost of heating the pool is also part of the challenge of keeping the pool open longer. **Motion** was made by Vice Chairman Faulkner to make a recommendation to the Town Council that they consider extending both the budget and duration of the Camp Verde Heritage Pool Season. Second was made by Commissioner Noonan.

Roll Call:

Commissioner Hughes: Aye

Commissioner Wade: Aye

Commissioner Morris: Absent

Commissioner Noonan: Aye

Commissioner Duncan: Absent

Vice Chair Faulkner: Aye

Chairman Grondin: Absent

Motion Passed 4-0.

8. Update on the suggested Line Dancing event. (Resource Shawna Figy)

Parks & Recreation Supervisor Shawna Figy went over the instructor's plan to schedule Line Dancing Lessons on Thursdays and dances on Saturdays. Ms. Figy also said they would also like to have food trucks on site during the dances if possible. Commissioner Noonan suggested scheduling a quick refresher about a half hour before the dance. He also added that if they can't get food trucks to attend, have a local organization on site to sell snacks and food to make it more community minded.

9. Discussion, consideration, and review of Town events including Parks & Recreation Goals and sponsorships. (Staff Resource Shawna Figy)

Parks & Recreation Supervisor Shawna Figy reviewed the Parks and Recreation Goals and Objectives. She also gave out a list of Annual Parks and Recreation Events. Ms. Figy said that a NAU Economic Benefit Study shows Camp Verde's Pecan and Wine Festival generates more revenue than the Sedona Wine Festival.

10. **Update on the status and feedback for the Questionnaire to include information collected to date and additional methods to collect and document input and results.** (Staff Resource Shawna Figy)
Parks & Recreation Supervisor Shawna Figy reviewed the Survey Results Summary. Commissioner Noonan would like to have a plan to get the two little league fields completed. Ms. Figy explained this survey would be used to create a list of top priorities to reach for when looking into grants and other funding.
11. **Discussion, consideration, and review of Ryal Canyon Trail Head.** (Staff Resource Shawna Figy)
Parks & Recreation Supervisor Shawna Figy confirmed with Maintenance Staff that Ryal Canyon Trail Head is something the Town does maintain.
12. **Discussion, consideration, and possible recommendation of the Verde Lakes Design Principles and Camp Verde Sports Complex Design Principles.** (Staff Resource Shawna Figy)
Parks & Recreation Supervisor Shawna Figy said the Verde Lakes Design Principles and the Camp Verde Sports Complex Design Principals were brought to the Commission before this is just an overall explanation of what people would expect to see in the facility when they go there. Staff will bring back both of the Strategic Plans at a later date.
Motion was made by Vice Chairman Faulkner to approve the Design Principals Document that Parks and Rec uses to assess these parks. Second was made by Commissioner Noonan.
Roll Call:
Commissioner Hughes: Aye
Commissioner Wade: Aye
Commissioner Morris: Absent
Commissioner Noonan: Aye
Commissioner Duncan: Absent
Vice Chair Faulkner: Aye
Chairman Grondin: Absent
Motion Passed 4-0.
13. **Commission Informational Reports.** These reports are relative to the committee meetings or events that Commission members attended.
Vice Chairman Faulkner said her granddaughter played at the Sports Complex and feels like it needs more signage. She is also sad the pool has been closed for the season.
Commissioner Hughes is also sad the pool is closed for the season.
Commissioner Wade used the pool and suggested putting in a shade. She is also curious why no one uses the slide.
14. **Discussion and Direction to staff on topics for future Agenda Items.** (Staff Resource Shawna Figy).
Vice Chairman Faulkner suggests having a Used Sports Equipment Drive. She would like this topic put on agenda to discuss and see how to make this a possibility. She would also like to add to the Consent Agenda, as recommendations to Council, to add pickle ball/tennis courts and a disc golf area.
15. **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.*
Parks & Recreation Supervisor Shawna Figy had nothing to add to the staff report.

16. **Adjournment:**
Meeting was adjourned at 7:14 p.m.

Chairman Dave Grondin

Parks & Rec Manager Mike Marshall

CERTIFICATION

I hereby certify that the foregoing minutes are a true and accurate accounting of the actions of the Parks & Rec Commission of the Town of Camp Verde, Arizona during the Regular Session held on the 11th day of September 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 11th day of September 2023.

Jennifer Reed

Jennifer Reed, Recording Secretary