

APPROVED MINUTES
REGULAR SESSION
THE PARKS & RECREATION COMMISSION
473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
MONDAY, JANUARY 8, 2023
5:30 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

Chairman Dave Grondin called the meeting to order at 5:30 p.m.

2. Roll Call

Chairman Dave Grondin, Vice Chair Candra Faulkner, Commissioner Jerry Morris, Commissioner Wayne Smith, Commissioner Jeffrey Noonan, Commissioner Glenda Duncan, and Commissioner Mary Hughes were present.

Also Present

Recreation Supervisor Shawna Figy, Director of Public Works Ken Krebbs, and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Commissioner Smith led the Pledge.

4. Election of Chairperson to a term of office until the first meeting in January 2025. (Staff Resource: Shawna Figy)

Motion was made by Commissioner Morris to nominate Dave Grondin as Chair. Second was made by Vice Chair Faulkner.

Roll Call:

Commissioner Hughes: Aye

Commissioner Smith: Aye

Commissioner Morris: Aye

Commissioner Noonan: Aye

Commissioner Duncan: Aye

Vice Chair Faulkner: Aye

Chairman Grondin: Aye

Motion passed unanimously 7-0.

5. Election of Vice Chairperson to a term of office until the first meeting in January 2025. (Staff Resource: Shawna Figy)

Motion was made by Commissioner Hughes to nominate Jerry Morris as Vice Chair. Second was made by Vice Chair Faulkner.

Roll Call:

Commissioner Hughes: Aye

Commissioner Smith: Aye

Commissioner Morris: Aye

Commissioner Noonan: Aye

Commissioner Duncan: Aye

Vice Chair Faulkner: Aye

Chairman Grondin: Aye

Motion passed unanimously 7-0.

6. **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 – December 4, 2023

b) Set Next Meeting Date and Time:

1) Monday, February 5, 2024, Regular Session 5:30 p.m.

Motion was made by Commissioner Faulkner to accept the consent agenda. Second was made by Commissioner Duncan.

Roll Call:

Commissioner Hughes: Aye

Commissioner Smith: Aye

Commissioner Faulkner: Aye

Commissioner Noonan: Aye

Commissioner Duncan: Aye

Vice Chair Morris: Aye

Chairman Grondin: Aye

Motion Passed 7-0.

7. **Special Announcements and Presentations:**

• **Presentation and update regarding Verde Lakes Community Park progress and plans. Staff Resource: Ken Krebbs**

Director of Public Works Ken Krebbs said there is no update regarding the Verde Lakes Community Park progress since the last meeting, due to losing the Town Manager. Staff is working with Acting Town Manager Gayle Mabery and a meeting is set for Wednesday, January 10th to discuss the lease of the ponds and how to move forward from there.

8. **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))

No public to speak.

9. **Discussion, consideration, review and possible recommendation regarding staffing suggestions for Council regarding Parks & Recreation with emphasis on the Heritage Pool. (Staff Resource Michael Marshall)**

Motion was made by Commissioner Faulkner to support, as a commission, to add a full time Parks and Recreation employee whose primary focus is on pool management. Second was made by Commissioner Hughes.

Roll Call:

Commissioner Hughes: Aye

Commissioner Smith: Aye

Commissioner Faulkner: Aye

Commissioner Noonan: Aye

Commissioner Duncan: Aye

Vice Chair Morris: Aye

Chairman Grondin: Aye

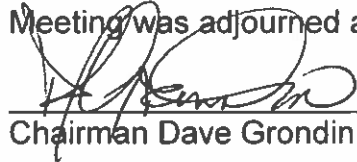
Motion Passed 7-0

10. **Discussion, consideration, review and possible recommendation regarding P & R Commission public survey questions. (Staff Resource Michael Marshall)**
~This item was tabled until the next meeting.
11. **Discussion and review of Parks and Recreation special events and programming. Staff Resource: Michael Marshall**
Shawna Figy reviewed the special events and programming:
- Successful Holiday festivities.
 - Staff is currently working on the Touch A Truck event. There is a push for participants.
 - Staff is registering vendors for the Pecan and Wine Festival.
- Commissioner Faulkner asked if there is anything Commissioners could help with. Ms. Figy said they could always use volunteers at each event. She also added, if you know businesses with large equipment, have them reach out to the Town to participate in the Touch A Truck Event. The more demo and static display the better for the community. She reviewed the groups that will be participating thus far. Having the Commissioners attend would be good for the Commission. Commissioners suggested having paper copies of the survey available to hand out. Commissioner Faulkner recommend going forward with having a booth at every event. Ms. Figy can do a public notice to cover the event if all members want to volunteer in the booth at the same time. She recommends adding an agenda item, "Event Schedule" to the February agenda.
12. **Commission Informational Reports.** *These reports are relative to the committee meetings or events that Commission members attended.*

Commissioner Faulkner attended Grasshopper Basketball games. There were several games the gym was packed. She said it was exciting and fun.
13. **Discussion and Direction to staff on topics for future Agenda Items. (Staff Resource Shawna Figy).**
- Schedule for Commission Booth for Touch a Truck
 - Questions for Survey
 - Update on the Verde Lakes Lease Agreement and possible water adjudication process.
 - Research to see if surrounding municipalities have managed shooting ranges.
 - Disc Golf Course Update
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.*
Recreation Supervisor Shawna Figy
- Handed out the December Staff Report
15. **Adjournment**
Motion was made by Commissioner Hughes to adjourn the meeting. Second was made by Vice Chair Morris.
Roll Call:
Commissioner Hughes: Aye
Commissioner Smith: Aye
Commissioner Faulkner: Aye

Commissioner Noonan: Aye
Commissioner Duncan: Aye
Vice Chair Morris: Aye
Chairman Grondin: Aye
Motion Passed 7-0.

Meeting was adjourned at 6:02 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 8th day of January 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 8th day of January 2024.

Jennifer Reed

Jennifer Reed, Recording Secretary