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MINUTES
TOWN OF CAMP VERDE
WORK SESSION
PARKS & RECREATION COMMISSION
473 S MAIN STREET, SUITE 106
MONDAY, MARCH 4, 2024 AT 4:30 P.M.

<https://us02web.zoom.us/j/83323975368?pwd=MThLWC9mVnJLVitUSnRvNUJwc1Uvdz09>

One Tap Mobile: 1-253-205-0468 or 1-253-215-7799
Meeting ID: 833 2397 5368
Passcode: 217002

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

1. **Call to Order** Chairman Grondin called the meeting to order at 4:30 PM.
2. **Roll Call:** Chairman Dave Grondin, Vice Chairman Jerry Morris, Commissioner Glenda Duncan, Commissioner Mary Hughes (absent), Commissioner Candra Faulkner, Commissioner Jeffrey Noonan, and Commissioner Wayne Smith

Also Present. Parks and Recreation Manager Mike Marshall, Acting Deputy Town Clerk Jadie Edwards, Recording Secretary Mary Frewin

3. **Discussion and review regarding parks and recreation CIP and Parks and Recreation Budget update.** (Staff Resource Michael Marshall)

Parks and Recreation Manager Mike Marshall began by giving the Commission a rundown of what was in the packet before them.

The packet contained information on:

- FY24 Capital Improvement Plan projects approved by the Council
- FY25 proposed CIP projects to go before the Commission and the Council
- Parks and Recreation FY 2023-2024 Budget
- Tentative Parks and Recreation Survey Questions

During this Work Session, Mr. Marshall took time to go over each approved CIP project, giving an update on the status of each.

Additionally, he shared with the Commission the CIP projects that they will be sending before both the Commission at the Regular Session later this evening, and then Council for approval in FY25. Mr. Marshall stated that these proposed projects were decided on due to their high need in the community. The council will be looking to the Commission as the voice of the public for which projects are the most dire in need.

Mr. Marshall also passed out a Municipal Accounting Standards and Practices paper, to help the Commission better understand the Parks and Recreation Budget.

Commissioner Morris requested that in the future the town's Finance Director be in attendance for additional support in looking over the budget.

4. Discussion about P&R Commission public survey questions and methodology. (Staff Resource Michael Marshall)

Additionally in the packet, was a copy of PRC Survey Questions draft for review and feedback.

Mr. Marshall and the Commission reviewed and discussed these questions.

The Commission will have the opportunity to approve or alter these questions in the Regular Session.

5. Discussion regarding the role of the Parks and Recreation Commission at events. (Staff Resource Michael Marshall)

Many members of the Commission attended Touch a Truck and felt that they would like their presence at Parks and Recreation Events to be interactive and effective. They would like to be in the same tent as the Parks and Recreation staff. This would give them an opportunity to partner with the Parks and Recreation, as well as get to know the community.

6. Adjournment Chairman Grondin adjourned the meeting at 5:27 PM.

CERTIFICATION

I hereby certify that the foregoing minutes are a true and accurate accounting of the actions of the Parks and Recreation Commission of the Town of Camp Verde, Arizona during the Regular Session held on the 4th day of March 2024. I further certify that the meeting was duly called and held and that a quorum was present. Dated this 4th day of March 2024.



Chairman Dave Grondin



Parks & R Manager Mike Marshall

Mary Frewin

Mary Frewin, Recording Secretary

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 2/27/2024 at 10:00 a.m.

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