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MINUTES

TOWN OF CAMP VERDE

REGULAR SESSION

PARKS & RECREATION COMMISSION

473 S MAIN STREET, SUITE 106

MONDAY, MARCH 4, 2024 AT 5:30 P.M.

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/83873245747?pwd=MVo1UGxvZVdPZzd2cnpHek50dThQZz09>

One Tap Mobile: 1-253-205-0468 or 1-253-215-7799

Meeting ID: 838 7324 5747

Passcode: 567982

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** Chairman Dave Grondin called the meeting to order at 5:30 PM.
2. **Roll Call:** Chairperson Dave Grondin, Vice Chairperson Jerry Morris, Commissioner Candra Faulkner, Commissioner Glenda Duncan, Commissioner Mary Hughes (absent), Commissioner Jeffrey Noonan, and Commissioner Wayne Smith
3. **Pledge of Allegiance** Commissioner 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) Work Session – February 5, 2024, at 4:30 p.m.
 - 2) Regular Session – February 5, 2024, at 5:30 p.m.
 - b) **Set Next Meeting Date and Time:**
 - 1) Monday, April 1, 2024, Work Session at 4:30 p.m.
 - 2) Monday, April 1, 2024, Regular Session at 5:30 p.m.

On a **motion** by Commissioner Faulkner, seconded by Commissioner Smith, the Commission **moved** to approve the Consent Agenda except for item a1.

Roll Call:

Commissioner Smith: Aye
 Commissioner Hughes: Absent
 Commissioner Faulkner: Aye
 Chairman Grondin: Aye
 Vice Chairman Morris: Aye
 Commissioner Noonan: Aye
 Commissioner Duncan: Aye

Motion Carried: 6-0

5. Special Announcements and presentations:

- **Presentation and information regarding Camp Verde Youth Football and their use of Butler Park Football field as their “Home” field along with needed improvements.** Resource: Jeremy Brady

Jeremy Brady, Vice President of Camp Verde Youth Football and Cheer, spoke to the Commission regarding field use and improvements for Camp Verde Youth Football. He proposed installing a scoreboard at the Football/Soccer field at Butler Park. Their regulations state that they must have a lined field, scoreboard, goal post, and a game clock to play their games. With Camp Verde High School Football Field, no longer being available to them, they need a place in the town to play. The Sports Complex would be their first option, but they do not have confidence in setting up games there, because they’ve had many issues that arise when they have tried. Mr. Brady and a few other locals are willing to get the process started in getting the scoreboard installed at Butler Park. This scoreboard will have a conversion kit to be able to do Football and Soccer. This proposal will only have material costs associated with it, as the labor will be donated.

Parks and Recreation Supervisor Mike Marshall stated that he thinks this would be a good solution and good use of the field. He anticipates that there may be some CIP money available to complete this project.

Vice Chairman Morris wondered if it was possible to get some sponsorship for the scoreboard.

Mr. Brady told him it’s very possible. They will do whatever they need to do as a league to get this project completed.

The Commission agreed that this scoreboard would be a great addition to the town.

- **Update on Town Council Strategic Planning Update.** (Staff Resource : Michael Marshall)

Mr. Marshall shared that the plan is still in draft form and has not been released to the public. He believes it will go before the Council for approval in April. He stated that the Parks and Recreation master plan is one of the strategic goals that the Council would like to see happen. They would also like to see an increase in community engagement events.

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))

Bryson Brady spoke regarding Camp Verde Youth Football. He would like to see this item moved forward.

7. **Discussion, consideration, review and possible recommendation regarding parks and recreation CIP and Parks and Recreation Budget update.** (Staff Resource Michael Marshall)

Chairman Grondin tabled this item. It will be moved to a Work Session on April 1st at 4:30 PM.

8. **Discussion, consideration, review, and possible recommendation regarding the Camp Verde Youth Football presentation.** (Staff Resource: Michael Marshall)

This agenda item was moved up to Item 6. All the other items followed suit.

Before the motion, the Commission clarified the total price of the scoreboard.

On a **motion** by Commissioner Faulkner, seconded by Commissioner Morris, the Commission moved to recommend to the Town Council that they move forward with this proposal by Brady Custom Builders to put in the new scoreboard at Butler Park for Football and Soccer usage this season.

Roll Call:

Commissioner Smith: Aye

Commissioner Hughes: Absent

Commissioner Faulkner: Aye

Chairman Grondin: Aye

Vice Chairman Morris: Aye

Commissioner Noonan: Aye
Commissioner Duncan: Aye
Motion Carried: 6-0

9. **Discussion, consideration, review, and possible recommendation regarding P&R Commission public survey questions.** (Staff Resource Michael Marshall)

Question number two on the survey is going to be taken off.

Chairman Grondin would like to see the survey posted at the pool as soon as it's open. He would also like to see question #5 on Survey 1 moved to question #2 on Survey 2.

Commissioner Faulkner would like to see the wording narrowed down, and the questions more concise to keep the attention of the readers.

Ultimately, the Commission was not very pleased with the survey. They felt the questions needed to be more concise, where readers aren't lost in the large amounts of wording. However, the questions need to be engaging, to get people thinking and talking about what they want for Camp Verde.

Mr. Marshall stated that they will do whatever they need to do to get this survey out to as many people as possible. He would like to table this to the April Work Session as well.

10. **Discussion and review of Parks and Recreation special events and programming.** (Staff Resource: Michael Marshall)

Mr. Marshall reviewed with the Commission the success of Touch-a-Truck, stating that this year they had around 4,000 people compared to last year's 2,500. They had a similar number of exhibitors.

The next event is the Pecan and Wine Festival in mid-March. Parks and Rec will plan on having the Commission join them in their tent. They can also volunteer at the welcome booth.

He also shared that the online registration for events is working very well. Corn Fest indoor registration filled up in just a few hours.

Grasshopper Basketball is finishing up. They had the highest number of 5th-8th graders this year and praised their staff for that.

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

Commissioner Morris was disappointed that the Commission was not more involved in Touch-a-Truck. He would like to see the Commission's role be more relevant at

events.

Commissioner Faulkner felt that Touch-a-Truck was a great success. She got a lot of feedback walking around talking to people and vendors. She was disappointed that vendors were leaving early.

Mr. Marshall agreed with her but felt that holding vendors at any event is difficult.

Commissioner Smith would like to see pamphlets of the town's trip brought to different events.

The entire Commission praised Touch-a-Truck.

12. **Discussion and direction to staff on topics for future Agenda Items.** (Staff Resource: Michael Marshall)

Mr. Marshall shared that the Verde Lakes meeting was cancelled last month and is also cancelled this month.

Commissioner Morris wondered if Finance Director Mike Showers could join them for the Parks and Rec budget discussion, to offer a better explanation of the budget.

Chairman Grondin told the Commission they can e-mail him if there is anything that comes up that they would like to see on future agendas.

13. **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.

Mr. Marshall stated that he will e-mail the staff report for February.

He wanted to emphasize that Placer AI does a great job giving reliable and accurate counts for how many people are at events.

He also shared that the Parks and Recreation is still short staffed this month.

14. **Adjournment** Chairman Grondin adjourned the meeting at 6:25 PM.

On a **motion** by Commissioner Faulkner, seconded by Commissioner Morris, the Commission moved to adjourn the meeting.

Roll Call:

Commissioner Smith: Aye

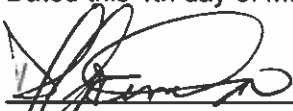
Commissioner Hughes: Absent

Commissioner Faulkner: Aye
Chairman Grondin: Aye
Vice Chairman Morris: Aye
Commissioner Noonan: Aye
Commissioner Duncan: Aye
Motion Carried: 6-0

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 & Rec 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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