

MINUTES (Corrected)
REGULAR SESSION
PARKS and RECREATION COMMISSION
TOWN OF CAMP VERDE
MEETING ROOM
CAMP VERDE MARSHALS OFFICE
646 SOUTH FIRST STREET
Tuesday, August 05, 2008
5:30 P.M.

Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Commission motions to facilitate future research.
Public input, where appropriate, is heard prior to the motion.

1. **Call to Order**

The meeting was called to order at 5:30 p.m.

2. **Roll Call**

Chairperson Whatley, Vice Chairperson Ellington, Commissioners Tobish, Teague, Clawson and Goetting were present; Commissioner George was absent.

Also Present: Parks & Recreation Director Lynda Moore, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Ellington.

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 so requests.

a. **Approval of the Minutes:**

1.) June 3, 2008 5:30 p.m.

b. **Set Next Meeting, Date and Time:**

1.) Regular Session - September 2, 2008 5:30 p. m.

On a motion by Tobish, seconded by Clawson, the Consent Agenda was unanimously approved as presented, with the addition of a Special Session set for August 11, 2008 at 5:30 p.m. to discuss possibly scheduling a Community Meeting regarding the Skate Park.

The Commission briefly discussed a suggestion for a meeting with the community on recent Skate Park issues and related input from the Southwest Risk representative.

5. **Call to the Public for Items not on the Agenda**

There was no public input.

6. **Update of the June 11, 2008 Special Session presentation by Ed Bantel, Southwest Risk in regards to insurance concerns for special events vendors, programs and the skate park followed by possible discussion.**

Parks & Recreation Director Lynda Moore presented the subject update that was followed, in part, by a discussion on insurance required for special events vendors. Moore advised the Commission that the rental forms are in the process of being revised to include the notice of required insurance pertaining to all vendors, including non-profits. During discussion of a recent complaint regarding Skate Park issues, Moore said

that Mr. Bantel had advised that by posting the notices regarding No Smoking and No Bicycles, the Town had met the requirement to relieve the Town of liability. The Commission plans to follow up on the Skate Park problems including requesting input from the community. Further resolution of the liability question will need to be acted upon by the Town Council.

7. **Update on the development of Black Bridge Park followed by possible discussion. Discussion may include but is not limited to entry road, restrooms fencing and signage.**

Director Moore explained that she will be meeting with the Town Engineer and Street Inspector regarding completion of the AB-paved road and parking lot. Moore also reviewed the plans for the restrooms and fencing, and a brief discussion was held on the question of signage indicating the name of the park, which has not yet been finalized by the Council.

8. **Update on the possible award of bid to RBF Consulting for the development of a Community Park Master Plan.**

Moore outlined the process for selecting the Consultant that was narrowed down from 27 responses to the RFP's to three highly qualified consulting firms. There was also comment from the members on the thorough presentations made by the applicants during the selection process. Moore said that the Council has scheduled the award of the bid to RBF Consulting at its Regular Meeting tomorrow night. Also, a meeting with the Yavapai-Apache Nation for their participation and input will be scheduled as one of the three public meetings that will be required during the development phase.

9. **Report and update on the 2008 Cornfest and upcoming 2008 Fort Verde Days, followed by possible discussion.**

Moore reported on the success of the recent Cornfest, adding that the final financial report remains to be completed; the only complaint received was the lack of beer being available, an issue which the Commissioners agreed should be readdressed and reconsidered for the Cornfest for next year, including the suggestion that the event should be held for two days instead of one. Moore reviewed plans for the upcoming Fort Verde Days schedule of events. The Parade applications have been sent out, and the Vendor applications will include the insurance requirement. Moore also described the efforts to gather and share stories of the history of Camp Verde at the sit-down dinner to be held in the gym on Saturday night.

10. **Update on the progress of the proposed teen center followed by possible discussion.**

For those not aware of the location, Moore said that the metal building next to the Marshal's Office was authorized by the Council for the new Teen Center; Joe Perez has reported that \$22,500 has already been received from grants and donations. Moore outlined the participation by the Youth Commission members, the Boys & Girls Club and the Youth Coalition. The Youth Coalition will be meeting this Thursday at 4:30 p.m. in the Parks & Recreation Conference Room to discuss plans for the Teen Center. The target date for opening of the Teen Center is set for October 18th. It was also announced that the Boys & Girls Club has selected an employee who has been named to oversee the Center activities.

11. **Presentation and update of the Camp Verde Youth Coalition, followed by**

possible discussion.

Moore named the various groups comprising the Camp Verde Youth Coalition, and added that the Teen Center is only a small portion of what the Youth Coalition is working on. They are currently distributing flyers regarding the upcoming meeting in an effort to generate interest and participation from all members of the community; there will be speakers and open discussion at the meeting this Thursday in the Parks & Rec Conference Room.

12. **Directors Report, followed by possible discussion.**

Moore reviewed highlights from her written report, and there were several suggestions regarding Movie Night plans, including having one Movie Night behind the school as an alternate to Butler Park. Several of the upcoming events were also briefly discussed.

13. **Commission Informational Reports**

Ellington expressed concern that much more should be done to educate the public on all that the Parks & Recreation department does for the community; there are currently some misconceptions that result in credit mistakenly being given to the schools or Chamber of Commerce in connection with activities. Ellington requested an **Agenda item for discussion of promoting recognition of Parks & Recreation.**

Tobish commented on the success of the Cornfest. She also requested an **Agenda item to discuss having a class on Roberts Rules of Order.**

Goetting also said he enjoyed the Cornfest, and would prefer making it a two-day event. Goetting said that the upcoming Spiders movie deserves a different level of promotion for Movie Night, and requested an **Agenda item for discussion of promotion ideas.**

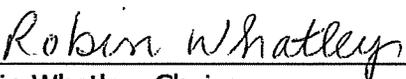
Teague offered kudos to the Maintenance Department, commenting that Butler Park has never looked as good as it does right now. He also added his regret that he probably will not continue as a Commissioner when his term expires in September, but said he would always be available to volunteer help, and expressed good wishes for the group if he does not return.

Clawson agreed on the need for Parks & Recreation to be properly recognized for their efforts, and added that many calls mistakenly come in to the Chamber of Commerce under the assumption that the Chamber is in charge.

Whatley expressed gratitude to all the volunteers who had worked on the Cornfest, and thanked Jessie Jones for her fine support and great job.

14. **Adjournment.**

On a motion by Goetting, seconded by Tobish, the meeting was adjourned at 6:50 p.m.



Robin Whatley, Chairperson

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Parks & Recreation Commission of the Town of Camp Verde during the Regular Session of the Parks & Recreation Commission, Camp Verde, Arizona, held on the 5th day of August 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 3rd day of Sept., 2008

Margaret Harper
Margaret Harper, Recording Secretary