



**MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
PARKS & RECREATION COMMISSION
473 S. MAIN STREET, SUITE 106
MONDAY, MARCH 3, 2025 at 6:00 P.M.**

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

1) Call to Order

Chairman Grondin called the meeting to order at 6:00 p.m.

2) Roll Call.

Chairperson Dave Grondin, Vice Chairperson Candra Faulkner, Commissioner Glenda Duncan, Commissioner Jerry Morris, Commissioner Mary Hughes, Commissioner Zach McKay (absent), and Commissioner Charlotte Salsman.

Also Present

Town Manager Miranda Fisher, Parks and Recreation Manager Shawna Figy and Acting Deputy Town Clerk Jadie Edwards.

3) Pledge of Allegiance

Commissioner Duncan led the Pledge.

- 4) Consent Agenda** - All those items listed below may be approved by one motion 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 – January 6, 2025
- 2) Work Session/Site Tour – February 3, 2025

b) Set Next Meeting Date and Time:

- 1) Monday, April 7, 2025 at 6:00 p.m.
- 2) Monday, May 5, 2025 at 6:00 p.m.

Motion was made by Vice Chair Faulkner to approve the next meeting dates and times, and approving the meeting minutes. Second was made by Commissioner Duncan.

Roll Call:

Commissioner Hughes: Aye
Commissioner Morris: Aye
Commissioner Duncan: Aye
Commissioner McKay: Absent
Commissioner Salsman: Aye
Vice Chair Faulkner: Aye
Chair Grondin: Aye
Motion Passed: 6-0

- 5) **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to Town Staff).** 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 comments.

- 6) **Sesquicentennial Park Presentation.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Shawna Figy stated this is a presentation from members of the community who are interested in making improvements to Sesquicentennial Park, specifically the addition of a new pavilion and possible other monuments. The group is interested in starting a non-profit and collecting donations or doing fundraisers to complete this project.

Charlie German presented to the Commission the improvements of the Sesquicentennial Park project.

Charlie German, Parks & Recreation Manager Figy and Town Manager Fisher answered questions from the Commission.

The Commission made recommendations to Charlie German and the group on the design of the new proposed gazebo.

The Chair and Commission directed Charlie German to come back with a design to the gazebo that is more historic for the Town.

Motion was made by Vice Chair Faulkner to table the item and directed the group to come back with changes to the design. Second was made by Commissioner Salsman.

Roll Call:

Commissioner Hughes: Aye
Commissioner Morris: Aye
Commissioner Duncan: Aye
Commissioner McKay: Absent
Commissioner Salsman: Aye
Vice Chair Faulkner: Aye
Chair Grondin: Aye
Motion Passed: 6-0

7) **Dark Sky Presentation.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Miranda Fisher introduced Dave Inman, a volunteer delegate with the International Dark Sky Association, and a founding member and former board chair of the Camp Verde Dark Sky Community, Inc. Dave Inman presented to the Parks and Recreation Commission about what it means to be a designated Dark Sky community.

Town Manager Fisher stated the strategic plan includes a year one action plan goal of educating the Parks and Recreation Commission and Council about Dark Sky. Town Council and the Planning and Zoning Commission will receive a similar presentation in March.

Dave Inman presented to the Commission dark sky initiatives, such as reducing light pollution and gaining International Dark Sky designations, which have turned pristine night skies into valuable economic assets for many communities.
Dave Inman and Town Manager Fisher answered questions from the Commission.

8) **Discussion and Review of Fort Verde Days Grand Marshal Selection.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks and Recreation Manager Shawna Figy stated the Commission requested a review of the process used by Parks & Recreation staff to determine the Grand Marshal for the Fort Verde Days parade.

Parks & Recreation Manager Figy discussed with the Commission the Grand Marshal selection process that the Parks & Recreation Department follows.

Parks & Recreation Manager Figy and Town Manager Fisher answered questions from the Commission.

The Commission gave direction to Parks & Recreation Manager Figy on suggestions of future selection of the Fort Verde Days Grand Marshal.

Public comment:

Jennifer Dutton spoke on her concerns regarding the selection of the Fort Verde Days Grand Marshal Selection.

- 9) **Parks & Recreation Commission Quarterly Report.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Chairperson Grondin reviewed the Quarterly update that will be presented to the Town Council.

Town Manager Fisher noted that the Town Manager meet and greet did not occur in Q4.

- 10) **Update on the Parks and Recreation Master Plan Request for Proposal.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Figy shared that the Parks & Recreation Master Plan Request for Proposal was put out to bid in January. Parks & Recreation staff and Martin Smith, the Town's Capital Improvements Project Manager, held a pre-bid meeting on January 22nd with 12 participants on the virtual call. All bids were due February 19th. Four bids were received, and a review committee has been established, who will meet the first week of March to discuss the proposal and determine who they are recommending the contract be awarded to.

Parks & Recreation Manager Figy and Town Manager Fisher answered questions from the Commission.

Public comment:

Manny Minjarez spoke on concerns regarding water in the ponds at the Verde Lakes Park.

- 11) **Tourism Community Survey.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher stated the Town of Camp Verde is calling on community members to make their voices heard through a Community Tourism Survey. As part of the Town's strategic plan, enhancing tourism-related revenue is a key goal to promote sustainable growth and economic vitality. The survey is open through March 7, 2025. The Town has worked with Culture Access Group to better understand and respond to the needs of their community stakeholders.

Town Manager Fisher answered questions from the Commission.

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

The Commission presented their Informational Reports.

Parks & Recreation Manager Figy answered questions from the Commission.

- 13) **Update on Parks & Recreation current programming and events.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Figy presented an update to the Commission on current programing and events.

14) **Adjournment**

Chairman Grondin adjourned the meeting at 7:30 p.m.


Chair Dave Grondin


Town Clerk Leah Rhodes

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 3rd day of March, 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 10 day of April, 2025.


Leah Rhodes, Town Clerk