



**MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
PARKS & RECREATION COMMISSION
473 S. MAIN STREET, SUITE 106
MONDAY, MAY 5, 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 Mary Hughes, Commissioner Zach McKay, and Commissioner Charlotte Salsman.

Also Present

Town Manager Miranda Fisher, Parks and Recreation Manager Shawna Figy and Town Clerk Leah Rhodes.

- 3) **Pledge of Allegiance**
Commissioner Salsman 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 the Commission requests.

a) **Approval of Minutes:**

- 1) Regular Session – April 7, 2025

b) **Set Next Meeting Date and Time:**

- 1) Monday, June 2, 2025 at 6:00 p.m.
- 2) Monday, July 7, 2025 at 6:00 p.m.

Motion was made by Commissioner Salsman to approve the next meeting dates, times, and approve the meeting minutes. Second was made by Commissioner Hughes.

Roll Call:

Commissioner Hughes: Aye

Commissioner Duncan: Aye
Commissioner McKay: Aye
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) **Presentation of the updated FY25-30 Strategic Plan and the FY26 Action Plan.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher provided an overview of the Town of Camp Verde's Strategic Plan as well as the recreation and activity goals for the Parks and Recreation Department.

Town Manager Fisher responded to questions from the Commission.

- 7) **Presentation of the Capital Improvement Project Plan budget proposals for the Parks & Recreation Division.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Figy stated the Parks and Recreation had several requests which included a new shuttle bus, Perry Weather warning system, facility reservation software, Parks and Recreation Master Plan, Redinger Ramada stairs, and Butler tennis court resurfacing. Not all projects were approved by the Town Manager for consideration in the in the FY26 CIP budget but are all part of the 5-year plan at this point. Currently, the master plan, Perry Weather warning system, and facility reservation software are a part of the FY26 proposed budget. Parks & Recreation Manager Figy stated some of the projects have been on the CIP list for previous years and will remain there until approved or removed due to the possible Council decision to move in a different direction.

Parks & Recreation Manager Figy responded to questions from the Commission.

- 8) **Presentation of Draft Character Area Maps and Goals/Strategies for the General**

Plan Update. Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher stated as part of the General Plan update process, the Technical Advisory Group (TAG) has been working closely with staff to develop draft Character Area maps, goals, and strategies for the Town of Camp Verde. Town Manager Fisher provided an overview of the character areas and stated she would like the Commission's feedback.

Town Manager Fisher responded to questions from the Commission.

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

Parks & Recreation Manager Figy stated staff had met with Kimley Horn and the initial kickoff with the community is on July 29, 2025 at the Town of Camp Verde library.

Chair Grondin stated he would like the Commission Members to be involved in the process.

- 10) **Update on a Request for Proposal for an outside party to host and organize a concert series.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Figy stated at the April 16, 2025 Town Council meeting, the Council approved the release of a Request for Proposal (RFP) for a concert series, and the RFP was released on April 17, 2025.

- 11) **Update on the pool discussions regarding renovations of the existing Heritage Pool and development of a new pool at the Sports Complex.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks and Recreation Manager Figy reported that Landmark Aquatics delivered a presentation to the Council outlining proposed renovations and associated costs for the existing Heritage Pool, as well as the development of a new pool at the Sports Complex. Manager Figy noted that the Council has expressed concerns regarding the renovations at the current pool, particularly as the Town does not own the property on which the existing pool is situated.

Town Manager Fisher stated she will be meeting with the School District to explore the Town's available options

Parks & Recreation Manager Figy provided an update of the ongoing pool renovations and stated the Heritage Pool is expected to open on May 23, 2025.

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

- 12) **Discussion, consideration, and possible recommended approval Resolution 2025-1180, supporting the Town's participation in the National Fitness Campaign and committing to securing the necessary match funding.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher stated The National Fitness Campaign is a nationwide initiative that partners with municipalities, schools, and other organizations to create accessible, free-to-the-public outdoor fitness spaces.

Town Manager Fisher stated she is seeking approval from the Parks & Recreation Commission to recommend approval to the Town Council to adopt the Resolution that will allow the Town to formally accept the grant award and continue efforts to finalize the match funding strategy.

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

Motion was made by Vice Chairperson Faulkner recommend approval of Resolution 2025-1180, supporting the Town's participation in the National Fitness Campaign and committing to securing the necessary match funding. Second was made by Commissioner McKay.

Roll Call:

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

- 13) **Discussion regarding the Town of Camp Verde's 40th Anniversary celebration.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks and Recreation Manager Figy announced that the Town of Camp Verde will commemorate its 40th anniversary in December 2026. In anticipation of this significant milestone, staff propose forming a committee that includes representatives from the Parks and Recreation Commission.

Several commissioners expressed interest, and Town Manager Fisher suggested initiating the committee with Vice Chair Faulkner, Commissioner Hughes, and Commissioner Duncan.

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

- 14) **Commission Informational Reports.** These reports are relative to the committee

meetings or events that Commission members attended.

The Commission reported on current events and events they attended.

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

Parks & Recreation Manager Figy reported on past and current events within the Town.

Town Manager Fisher stated the Parks and Recreation Commission Members will be provided with a Town email address.

- 16) **Adjournment**

Motion was made by Commissioner Salsman to adjourn the meeting. Second was made by Commissioner Duncan.

Chairman Grondin adjourned the meeting at 7:22 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 5th day of May, 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 2 day of June, 2025.



Leah Rhodes, Town Clerk