



**MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
PARKS & RECREATION COMMISSION
473 S. MAIN STREET, SUITE 106
MONDAY, JUNE 2, 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 Administrative Clerk Laura Keesler.
- 3) **Pledge of Allegiance**
Commissioner Hughes 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 – May 5, 2025
 - b) **Set Next Meeting Date and Time:**
 - 1) Monday, July 7, 2025 at 6:00 p.m.
 - 2) Monday, August 4, 2025 at 6:00 p.m.

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

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))

There were no speakers.

- 6) **Oath of Office for newly appointed Parks and Recreation Commissioner Victoria O'Malley.** Staff Resource: Town Manager Miranda Fisher.

Administrative Clerk Laura Keesler swore in the newly appointed Parks and Recreation Commissioner Victoria O'Malley. Commissioner O'Malley was then seated at the dais for the remainder of the meeting.

- 7) **Presentation and discussion regarding a new policy addressing golfing in the Town's parks.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks and Recreation Manager Figy noted that concerns have been raised regarding golfing in town parks, and the new policy explicitly prohibits golfing in Town parks.

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

Motion was made by Vice Chairperson Faulkner, to move to approve the new "no Golfing" policy proposed by Parks and Recreation staff. Second was made by Commissioner Hughes.

Roll Call:

Commissioner Hughes: Aye
Commissioner Duncan: Aye
Commissioner McKay: Aye
Commissioner Salsman: Aye
Commissioner O'Malley: Aye

Vice Chair Faulkner: Aye
Chair Grondin: Aye
Motion Passed: 7-0

- 8) **Discussion and consideration of Parks & Recreation Commission liaison appointments to committees and working groups.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks and Recreation Manager Figy stated at the May 5, 2025, Parks and Recreation Commission meeting, the Commission expressed interest in serving on various Town Committees and Working Groups to represent the Town.

Town Manager Fisher stated there are seven groups the Commission members have the opportunity to serve on. Town Manager Fisher responded to questions from the Commission.

The Commission identified the following liaisons for each group:

- Technical Advisory Group: Chair Grondin
- Tourism Working and Engagement Group: Commissioner Duncan
- Verde Valley Dark Sky Chapter: Commissioner O'Malley
- Heritage Pool: Commissioner Hughes
- Sports Complex: Chair Grondin
- Verde Lakes Recreation Corporation: Commissioner Duncan
- Parks and Recreation Master Plan: Vice Chair Faulkner and Commissioner McKay.

- 9) **National Fitness Campaign Update.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher indicated that the Town Council provided direction to proceed with the item and would like to see the project funded even if it cannot happen under the Sports Complex Grant.

Town Manager Fisher responded to questions from the Commission.

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

Parks and Recreation Manager Figy presented an overview of the proposal from Swamp Poets, noting that the financial terms were consistent with what the Town typically pays for musical performances at Town events.

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

- 11) **Update on the Heritage Pool renovations.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks and Recreation Manager Figy provided an update on the pool pump, filtration system and chemical system for the Heritage Pool.

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

- 12) **Update on the Parks & Recreation Master Plan.** Staff Resource Parks & Recreation Manager Shawna Figy.

Parks and Recreation Manager Figy stated Special Initiatives Manager Cliff Bryson will be coordinating with the Kimley Horn to start the implementation for the Parks and Recreation Master Plan.

Town Manager Fisher stated the kick-off event for the Parks and Recreation Master Plan will be held on July 29, 2025, from 4:00 p.m. to 7:00 p.m. at the Library.

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

- 13) **Presentation, discussion, and possible action regarding the Fort Verde Days Grand Marshal final nominations and parade theme.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks and Recreation Manager Figy distributed a handout containing a nomination for Grand Marshal that had not been included in the Parks and Recreation Commission meeting packet. Manager Figy informed the Commission that a vote on the Grand Marshal and parade theme would be required during the meeting.

Each Commission member submitted their nominations and parade theme suggestions to staff in writing.

Town Manager Fisher announced the Commission's top three Grand Marshal nominees, as determined by the vote: 1. Jim Bleak, 2. Mary Phelps, and 3. Jackie Baker. Parks and Recreation Manager Figy stated the candidates will be presented for a public vote. By vote, the Commission also selected "Heart of Arizona" as the official parade theme.

Town Manager Fisher and Parks and 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.

Chair Grondin and Vice Chairperson Faulkner reported on current events they attended.

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

Parks & Recreation Manager Shawna Figy.

Parks and Recreation Manager Figy reported on current and past events as well as responded to questions from the Commission.

16) **Adjournment**

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

Roll Call:

Commissioner Hughes: Aye

Commissioner Duncan: Aye

Commissioner McKay: Aye

Commissioner Salsman: Aye

Commissioner O'Malley: Aye

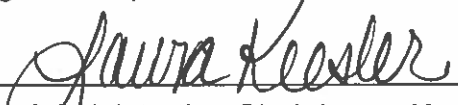
Vice Chair Faulkner: Aye

Chair Grondin: Aye

Motion Passed: 7-0

Chairman Grondin adjourned the meeting at 7:11 p.m.

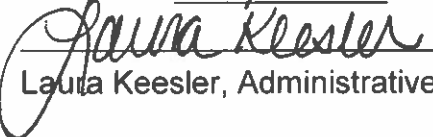

Chair Dave Grondin


Administrative Clerk Laura Keesler

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 2nd day of June, 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of July, 2025.


Laura Keesler, Administrative Clerk