



**MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
PARKS & RECREATION COMMISSION
473 S. MAIN STREET, SUITE 106
MONDAY, SEPTEMBER 8, 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 Victoria O'Malley, Commissioner Zach McKay (Absent), 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

Chairman Grondin 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 – July 7, 2025

b) Set Next Meeting Date and Time:

- 1) Monday, October 6, 2025 at 6:00 p.m.
2) Monday, November 3, 2025 at 6:00 p.m.

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

Roll Call:

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

- 6) **Update on the Sports Complex.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Figy provided an update on the parking lot and sidewalk lighting at the Sports Complex.

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

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

Town Manager Fisher provided an update on the Camp Verde Unified School District Board meeting that was held on August 28, 2025.

Town Manager Fisher will provide the Commission a copy of the Letter that the Town aims to send to the District regarding the desire to acquire the land the pool sits on.

Town Manager Fisher answered questions from the Commission.

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

Parks and Recreation Manager Figy distributed business cards with a QR code that directs people to a survey for feedback on the master plan.

The Parks and Recreation Team held a meeting on September 8, 2025, with Kimley - Horn to discuss the kick-off meeting scheduled for September 18, 2025.

Parks and Recreation Manager Figy provided an update on the stakeholders list and the timeline for reaching out to them with Town Manager Fisher. **Presentation of General Plan Draft Elements: Open Space, Outdoor Recreation, Trails,**

Environment & Land Use, Water Element and Historical. Staff Resource: Town Manager Miranda Fisher

Town Manager Fisher reviewed the General Plan elements with the Commission. Fisher explained that the complete draft of the General Plan will be finalized by the end of this month to begin circulating it for public feedback.

Town Manager Fisher answered questions from the Commission.

- 9) **Q2 2025 Parks & Recreation Update before Council.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher announced that Chairman Grondin will present the Q2 2025 Parks & Recreation update to Council.

Chairman Grondin asked for feedback on his statement to Council regarding the Commission's Q2 2025 accomplishments and activities.

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

The Commission reported on current events they attended.

Vice Chair Faulkner voiced concern about the turnout of the Dive-In Movie at the Heritage Pool.

Commissioner Duncan voiced concern regarding Corn Fest, noting the car dealership closed early and patrons could not do a test drive.

Commissioner Salsman announced her resignation from the Parks and Recreation Commission Board and read a letter addressed to Chairman Grondin and Town Manager Fisher.

- 11) **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.

Parks and Recreation Manager Figy provided the Commission with a handout of the Parks & Recreation Monthly Report for August.

Commissioner Hughes voiced concern of the Petticoats contest dates for Fort Verde Days.

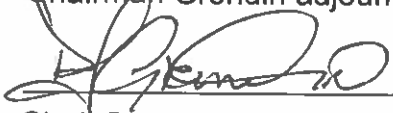
- 12) **Adjournment**

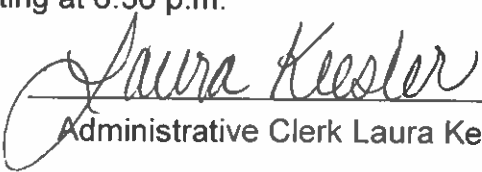
Motion made by Vice Chair Faulkner second by Commissioner Duncan

Roll Call:

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

Chairman Grondin adjourned the meeting at 6:36 p.m.

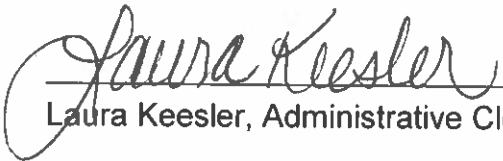

Chair Dave Grondin


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 8th day of September, 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 6 day of October, 2025.


Laura Keesler, Administrative Clerk