



**MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
PARKS & RECREATION COMMISSION
473 S. MAIN STREET, SUITE 106
MONDAY, NOVEMBER 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 meeting to order at 6:00 p.m.
- 2) **Roll Call.** Chairperson Dave Grondin, Vice Chairperson Candra Faulkner (absent), Commissioner Glenda Duncan (absent), Commissioner Mary Hughes, Commissioner Victoria O'Malley, Commissioner Zach McKay arrived 6:01 p.m.

Also Present

Special Initiatives Manager Cliff Bryson, Parks and Recreation Manager Shawna Figy and Deputy Town Clerk Laura Keesler.

- 3) **Pledge of Allegiance**
Commissioner McKay 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 – October 6, 2025

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

- 1) Special Session Thursday, November 6, 2025 at 6:00 p.m.
- 2) Regular Session Monday, December 1, 2025 at 6:00 p.m.
- 3) Regular Session Monday, January 5, 2026 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 Commissioner O'Malley.

Roll Call:

Chair Grondin: Aye
Vice Chair Faulkner: Absent
Commissioner Duncan: Absent

Commissioner McKay: Aye
Commissioner O'Malley: Aye
Commissioner Hughes: Aye
Motion Passed: 4-0

- 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) **Review and feedback on the Draft 2026 General Plan.** Staff Resource: Special Initiatives Manager Cliff Bryson

Special Initiatives Manager Cliff Bryson provided an update on the review and feedback process for the General Plan. He informed the Commission that the staff is currently gathering feedback from both the public and staff members. Bryson encouraged the community and Commission to review the draft before submitting their input online.

Special Initiatives Manager Cliff Bryson answered questions from the Commission.

- 7) **Installation of soil monitoring equipment at Community Center Field and Arturo Park.** Resource: Chairperson David Grondin

Chair Grondin introduced Chip Norton from the Verde National Resource Conservation District (VNRCD) who shared about the soil monitoring equipment that will be installed at the Community Center field and Arturo Park. Mr. Norton addressed the Commission regarding conservation, irrigation, and the resources available through the VNRCD.

Mr. Norton and Parks and Recreation Manager Figy answered questions from the Commission.

- 8) **Discussion regarding possible improvements to Arturo Park.** Staff Resource: Chairperson David Grondin

Chairman Grondin expressed concerns regarding Arturo Park, specifically about parking and potential improvements to enhance the area. He would like to discuss adding three parking bays; this is simply a discussion item and not included in the

Capital Improvement Plan (CIP). Parks and Recreation Manager Figy informed the commission that the fall material was replaced during this fiscal year.

No Action was taken.

Parks and Recreation Manager Figy addressed questions from the commission.

- 9) **Update on the Heritage Pool and Public Pool Survey.** Staff Resource: Parks & Recreation Manager Shawna Figy

Parks and Recreation Manager Figy provided the Commission an update about the Heritage Pool and requested feedback from the Commission regarding the survey that will be sent out to the public in November.

Chairman Grondin suggested that development impact fees be included in the list of possible funding options.

Parks and Recreation Manager Figy answered questions from the Commission.

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

Parks and Recreation Manager Figy informed the Commission that Kimley-Horn is gathering public feedback and shared some of the comments received at the kickoff event in September and Fort Verde Days.

Parks and Recreation Manager Figy answered questions from the Commission.

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

Commissioner McKay, Commissioner Hughes, Commissioner O'Malley, and Chairman Grondin reported on current events they attended.

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

Parks and Recreation Manager Figy reported on Fort Verde Days attendance and provided an overview of the event as well as upcoming events. Parks and Recreation Manager Figy answered questions from the Commission.

- 13) **Adjournment**

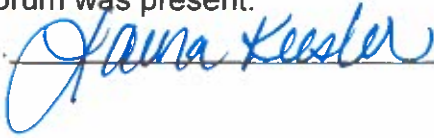
Chairman Grondin adjourned the meeting at 6:49 p.m.


Chair Dave Grondin


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

Dated this 1 day of December, 2025. 
Laura Keesler, Deputy Town Clerk