



**MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
PARKS & RECREATION COMMISSION
473 S. MAIN STREET, SUITE 106
MONDAY, MAY 4, 2026 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

Vice Chair Faulkner called the meeting to order at 6:00 p.m.

- 2) Roll Call** Chairperson Candra Faulkner, Vice Chairperson Mary Hughes, Commissioner Glenda Duncan, Commissioner Victoria O'Malley, Commissioner Doug Ashley, and Commissioner Shane Gerhardt (absent).

Also Present:

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

3) Pledge of Allegiance

Commissioner O'Malley 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 – April 6, 2026

b) Set Next Meeting Date and Time:

- 1) Regular Session Monday, June 1, 2026 at 6:00 p.m.
2) Regular Session Monday, July 6, 2026 at 6:00 p.m.

Motion was made by Commissioner O'Malley to approve the next meeting dates, times, and meeting minutes, seconded by Commissioner Gerhardt.

Roll Call:

Commissioner Duncan: Aye
Commissioner O'Malley: Aye
Commissioner Ashley: Aye
Commissioner Gerhardt: Absent

Vice Chairperson Hughes: Aye
Chairperson Faulkner: Aye
Motion Passed: 5-0

- 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))

Public Comment:

Ruth Bonde expressed interest in the funding allocated to the Heritage Pool and inquired whether the Town plans to employ a professional pool maintenance staff member.

Town Manager Fisher advised Ms. Bonde to remain for the meeting to hear the discussion on Item 7.

- 6) **Presentation of the FY27 Strategic Plan and Action Plan.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher provided an overview of the FY27 Strategic Plan and Action Plan, highlighting the strategic focus areas of legislative advocacy, infrastructure capacity, strategic growth and economic vitality, revenue stability, and workforce development.

- 7) **Update on the Parks & Recreation FY27 projected Capital Improvement Project funding requests.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher highlighted the Parks and Recreation projects that are currently identified for FY27 CIP funding:

- Sports Complex Construction
- Sports Complex Concession Stand Equipment: \$12,000 (cash)
- Sports Complex Drainage Study: \$50k (grant)
- Parks & Recreation Master Plan: \$20k (cash)
- Heritage Pool Renovations
- Equestrian Center Seating
- Equestrian Center Arena Paneling
- New Shuttle Bus
- Security Cameras
- Impact Fee Study

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

- 8) **Update on Camp Verde Sports Complex projects.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Figy stated that staff continue to advance the completion of Phase 1 of the Sports Complex. While the park is currently open to the public and available for use, several infrastructure elements and amenities remain under construction or unfinished. Parks & Recreation Manager Figy also noted that several accomplishments have been completed over the past month.

Town Manager Fisher stated the Chamber of Commerce will be hosting a ribbon cutting for the Sports Complex once the concession stand is done.

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

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

Parks & Recreation Manager Figy stated that Kimley-Horn and ETC Institute completed the statistically valid survey and compiled the survey results of a total of 310 surveys collected. Kimley-Horn will begin compiling and consolidating data collected through the website, in-person events, and the survey process to identify overall themes and develop recommendations supporting those themes. The next phase will include preparation of the draft Master Plan, followed by the final report. A work session with the Commission and Town Council will be scheduled to review the draft plan and provide feedback prior to finalization.

- 10) **Discussion regarding Parks & Recreation Commission involvement in Corn Fest activities.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Figy stated staff are looking for assistance in providing activities at Corn Fest. Parks & Recreation Figy mentioned a few ideas such as bobbing for corn contest, corn eating contest or watermelon eating contest.

The Commission decided to help assist with a bobbing for corn or corn eating contest.

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

- 11) **Discussion regarding development of working agreements for the Town Council, Boards and Commissions.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher stated that as part of ongoing efforts to strengthen governance practices and organizational effectiveness, the Town is working to establish Working Agreements for Council, Boards, and Commissions. These agreements are intended

to complement existing governing documents, including the Council Code of Conduct and Agenda & Minutes Policy, by defining shared expectations for how members interact, communicate, and conduct business.

Town Manager Fisher stated she would like the Commission to write down their responses to the following questions:

- What behaviors make a governing body effective?
- What behaviors make meeting productive and respectful?
- What expectations should the Commission have of each other?
- What expectations should the Commission have of staff?

The Commission discussed their responses.

Town Manager Fisher responded to questions from the Commission.

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

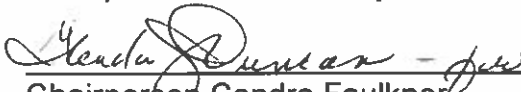
The Commissioners reported on past events they attended.

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

Parks & Recreation Manager reported on past, current and upcoming events and responded to questions from the Commission.

- 14) **Adjournment**

Chairperson Faulkner adjourned the meeting at 7:28 p.m.

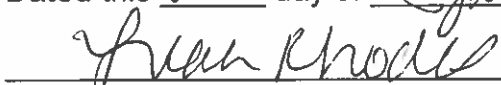

Chairperson Candra Faulkner


Town Clerk Leah Rhodes

CERTIFICATION

I hereby certify that the foregoing minutes are a true and accurate accounting of the actions of the Parks & Recreation Commission of the Town of Camp Verde, Arizona, during the Regular Session held on the 4th day of May 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 2 day of June, 2026


Leah Rhodes, Town Clerk