



# PARKS & RECREATION BOARD MEETING

Tuesday, January 18, 2022  
Regular Meeting - 6:00 PM

Public Safety Training Facility – Echo Classroom  
6860 S Power Rd, Gilbert, AZ 85297

[Microsoft Teams Virtual Meeting Option](#)

Board Members: Bob Ferron, Chair  
David Boudinet  
Rebecca Hill

Holly Pritulsky  
Jason Geroux  
Ben Kalkman

Scott Williams  
Paul Gonzales  
Cody Ziemer

<u>Est. Time:</u>	<u>Standing Agenda Items</u>	<u>Staff Member:</u>	<u>Board Action:</u>
6:00 PM	1. Call to Order	Bob Ferron	Report Only
	2. Roll Call	Jennika Horta	Report Only
	3. Pledge of Allegiance	Bob Ferron	Report Only
	4. Communication from citizens present *	Bob Ferron	Report Only
<b><u>Presentations</u></b>			
<b><u>Agenda Items</u></b>			
6:10 PM	5. New Employees	Department Staff	Report Only
6:20 PM	6. Paseo Master Plan	Chad Atterbury	Discussion; possible action by Motion
6:50 PM	7. Sister Cities Garden Project Update	Jennika Horta	Discussion; possible action by Motion
7:15 PM	8. Department Updates a. Administration b. Parks & Facilities Division c. Recreation Division d. Business Division e. CAPRA	Department Staff	Discussion; possible action by Motion
<b><u>Administrative Items</u></b>			
7:30 PM	9. Parks and Recreation Board Minutes a. December 7, 2021 Regular Meeting	Board Members	Discussion; possible action by Motion
<b><u>Communications</u></b>			
7:40 PM	10. Report from Chair & Board Members	Bob Ferron	Report Only
	11. Report from Council Liaison	Councilmember Yentes	Report Only

	12. Report from Staff Liaison	Denise Merdon	Report Only
	<u>Conclusion</u>		
8:00 PM	13. Adjournment	Board Members	Discussion; possible action by Motion

The next regular meeting is on February 15<sup>th</sup>, 2022\* at 6:00 p.m. Location to be determined. Persons needing any type of special accommodations are asked to notify the Clerk's Office at (480) 503-6871 at least 72 hours prior to the scheduled time.

\*Members of the audience may address the Board on any item not on the agenda and that is within the jurisdiction of the Parks and Recreation Board. The Parks & Recreation Board response is limited to responding to criticism, asking staff to review a matter commented upon, or asking that a matter be put on a future agenda.



**PARKS & RECREATION BOARD  
MINUTES OF REGULAR MEETING  
December 7, 2021 6:00 P.M.**

**Southeast Regional Library – Shakespeare Room  
and Microsoft Teams**

**BOARD MEMBERS PRESENT:**

Bob Ferron, Chair  
Holly Pritulsky  
Rebecca Hill  
Cody Ziemer  
Scott Williams  
Ben Kalkman

**STAFF PRESENT:**

Robert Carmona, Parks and Recreation Director  
Marshall MacFarlane, Parks and Facilities Manager  
Jennika Horta, Management Analyst  
Dawn Prince, Assistant Town Manager  
Denise Merdon, Recreation Supervisor  
Dan Wilson, Recreation Supervisor

**BOARD MEMBERS ABSENT:**

Paul Gonzales  
Jason Geroux  
David Boudinet

**PUBLIC PRESENT:**

Cecilia Chen, Gilbert Sun News

1. **CALL TO ORDER:** Chair Ferron called the meeting to order at 6:02PM.

2. **ROLL CALL:** Roll call was taken, and it was determined that a quorum was present.

3. **PLEDGE OF ALLEGIANCE:** All present recited the Pledge of Allegiance.

4. **COMMUNICATION FROM CITIZENS PRESENT:** Members of the audience may address the Board on any item not on the agenda that is within the jurisdiction of the Parks and Recreation Board. The Board's response is limited to responding to criticism, asking staff to review a matter commented upon, or asking that a matter be put on a future agenda.

No members of the public requested to speak.

5. **NEW EMPLOYEES:** There were no new employees to introduce during the meeting. Robert Carmona, Parks and Recreation Director, announced that to address recent vacancies Jennika Horta is the Interim Recreation Manager and that the recruiting for the permanent position and the Parks Manager will begin next week.

**6. CACTUS YARDS ANNUAL REPORT:**

Dan Wilson, Recreation Supervisor, provided a brief history of Cactus Yards. He noted that the annual report provides information on fiscal years 2020 and 2021. The pandemic created small decreases in program registration and attendance as capacities and adult softball were limited for a period of time. Fiscal year 2021 saw an increase in revenue from \$1.2 million to \$1.5 million. While reviewing the figures, Member Kalkman requested information on the revenue split between the Town and the concessionaire, Craft Culinary. Mr. Wilson noted that the split is a tiered approach ranging from 8 – 10%.

Director Carmona mentioned that while there is a focus on cost recovery, and we're happy to be at 83%, there is still room for growth while also providing programming and amenities to the community.

Member Pritulsky expressed interest in utilizing a field for wiffle ball, senior leagues and team building opportunities for companies/groups.

Member Williams requested staff's perspective on Legacy Sports opening nearby. Staff is looking forward

to the added amenity to the East Valley and hopes to collaborate with Legacy when possible. A decrease in participation and attendance at Cactus Yards is not expected, as we've currently received requests for three times the amount of booking periods offered for calendar year 2022.

Mr. Wilson announced that Cactus Yards has been named the National Complex of the Year by the United States Specialty Sports Association. This is the first time in the award's 30-year history that an Arizona facility has received the award. To celebrate the occasion, the association will present the award to the Town and staff at the December 14, 2021 Town Council Meeting.

**7. DEPARTMENT UPDATES:**

- a. **Administration** – Director Carmona announced that along with the Cactus Yards award at the December Town Council Meeting, the Arizona Parks and Recreation Association will also be presenting an award to Councilmember Anderson. The Councilmember was selected as the 2021 Outstanding Public Official. The Board was invited to attend the department holiday party on December 16<sup>th</sup> from 11 – 1PM at Cactus Yards.
- b. **Parks & Facilities Division** – Marshall MacFarlane provided an update that the facilities division is currently working on 7 large projects while also beginning a transformation of the division with a new Assistant Facilities Manager. In the parks division, the team is focusing on sustainability and reduced water usage as well as landscape associated with the renovation of Municipal Building I.
- c. **Recreation Division** – Jennika Horta provided a recap of the fall events throughout the recreation centers. She also informed the Board of playground and shade replacement projects currently underway for fiscal year 2020 and 2021. The department will be completing the shade inventory with the fiscal year 2021 projects. Every Town playground will have shade by July 1, 2021 as well as additional shade provided at multiple locations.
- d. **Business Division** – Denise Merdon provided a recap of the Gilbert Days events as well as the upcoming holiday events hosted by the Town.
- e. **CAPRA** – Jennika Horta provided an update on the quarterly meetings for each CAPRA chapter.

**8. PARKS AND RECREATION BOARD MINUTES**

Member Pritulsky motioned to approve the minutes of the regular meeting of November 9, 2021 as written, seconded by Member Williams. Motion carried 4-0, with Member Kalkman abstaining from the vote.

**9. REPORT FROM CHAIR & BOARD MEMBERS:**

Chair Ferron encouraged all members to attend the December Town Council meeting. Member Kalkman congratulated staff on the recent award and recognition.

**10. REPORT FROM COUNCIL LIASION:**

No updates were provided from Councilmember Yentes.

**11. ADJOURNMENT:**

The Regular meeting was adjourned at 7:00PM.

ATTEST:

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Bob Ferron, Chair

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Denise Merdon, Staff Liaison