



PARKS & RECREATION BOARD MEETING

Tuesday, April 19, 2022
Regular Meeting - 6:00 PM

Southeast Regional Library – Assembly Room
775 N Greenfield Rd, Gilbert, AZ 85234

[Microsoft Teams Virtual Meeting Option](#)

Board Members: Bob Ferron, Chair
Ben Kalkman, Vice Chair
Brian Cannon

Florence Daniels
Paul Gonzales
Whitney Pitt

Holly Pitrusky
Scott Williams
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. Oath of Office	Vice Mayor Yentes	Report Only
	5. Communication from citizens present *	Bob Ferron	Report Only
<u>Presentations</u>			
<u>Agenda Items</u>			
6:15 PM	6. Maricopa County Library District Annual Report	Troy Reed	Discussion; possible action by Motion
6:40 PM	7. Park Development	Robert Carmona	Discussion; possible action by Motion
7:10 PM	8. Long Range Infrastructure Plan: Playgrounds & Shade Projects	Jennika Horta	Discussion; possible action by Motion
7: 25 PM	9. Department Updates a. Administration b. Parks & Facilities Division c. Recreation Division d. Business Division e. CAPRA	Department Staff	Discussion; possible action by Motion
<u>Administrative Items</u>			
7:40 PM	10. Parks and Recreation Board Minutes a. February 15, 2022 Regular Meeting b. March 15, 2022 Regular Meeting	Board Members	Discussion; possible action by Motion
7:45 PM	11. May Meeting Schedule	Bob Ferron	Discussion; possible action by Motion
<u>Communications</u>			

7:50 PM	12. Report from Chair & Board Members	Bob Ferron	Report Only
	13. Report from Council Liaison	Vice Mayor Yentes	Report Only
	14. Report from Staff Liaison	Denise Merdon	Report Only
	<u>Conclusion</u>		
8:00 PM	15. Adjournment	Board Members	Discussion; possible action by Motion

The next regular meeting is 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
February 18, 2022 6:00 P.M.**

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

BOARD MEMBERS PRESENT:

Bob Ferron, Chair
Holly Pritulsky
Scott Williams
Ben Kalkman
Paul Gonzales
Cody Zeimer

STAFF PRESENT:

Robert Carmona, Parks and Recreation Director
Marshall MacFarlane, Parks and Facilities Manager
Jennika Horta, Interim Recreation Manager
Denise Merdon, Recreation Supervisor
Alexander Jones, PKID Administrative Assistant
Ryan Blair, CIP Project Manager

BOARD MEMBERS ABSENT:

Jason Geroux
Rebecca Hill

PUBLIC PRESENT:

Kimley-Horn Representatives

1. **CALL TO ORDER:** Chair Ferron called the meeting to order at 6:00PM.

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. **OCOTILLO BRIDGE:** Four well-designed concepts for the Ocotillo bridge project were presented at the meeting by Kimley-Horn, which featured a variety of Gilbert and Arizona-based design themes. An emphasis was placed with the future in mind, leaving space and room for future building projects around the bridge throughout the Park. The Board Members had a number of questions, which included such observations as whether or not the middle section of the bridge would connect to the park below for pedestrian traffic.

Despite the increase in prices and wait-times for construction, it is anticipated that the design will be finished in the Spring of 2023, with the bridge's construction planned to be finished two years later.

6. **GILBERT PARKS & REC FOUNDATION:** Jennika gave an update on the Parks and Recreation Foundation, established in 2015, which included the Foundation's current Director and Board Member. Jennika also unveiled the Backyard Bash, the Foundation's annual fundraising event is to be held in April, sponsored by Haydon Building Corp.

7. **DEPARTMENT UPDATES:**

- a. **Administration** – Director Carmona gave a synopsis on current recruitment within the department, citing that several positions have not yet been filled.
- b. **Parks & Facilities Division** – Marshall MacFarlane gave an update on the new work order system, which is close to completion.

- c. **Recreation Division** – The tragic passing of Jenn Myers and subsequent impact on the Parks & Rec Department was appropriately discussed. The ground-breaking for the new North Water Treatment Plant -- set for March 2nd, 2022 – was also mentioned.
- d. **Business Division** – Denise Merdon discussed recent special events and the exorbitant increase in ticket sales over recent years.
- e. **CAPRA** – Jennika Horta acknowledged that the annual report is due by the end of May.

8. PARKS AND RECREATION BOARD MINUTES

Chair Ferron motioned to approve the minutes of the regular meeting of January 18, 2022 as written. Motion seconded by Member Kalkman and carried unanimously.

9. REPORT FROM CHAIR & BOARD MEMBERS:

No reports were provided from the Board Members.

10. REPORT FROM COUNCIL LIASION:

No updates were provided from Vice-Mayor Yentes, who was unable to attend.

11. REPORT FROM STAFF LIASON:

No updates or reports were mentioned from the liaison.

12. ADJOURNMENT:

The Regular meeting was adjourned at 7:15PM.

ATTEST:

Bob Ferron, Chair

Denise Merdon, Staff Liaison



**PARKS & RECREATION BOARD
MINUTES OF REGULAR MEETING
March 15, 2022 6:00 P.M.**

**Public Safety Building – Training Room 6
and Microsoft Teams**

BOARD MEMBERS PRESENT:

Bob Ferron, Chair
Holly Pritulsky
Scott Williams
Ben Kalkman
Paul Gonzales
Cody Zeimer

STAFF PRESENT:

Robert Carmona, Parks and Recreation Director
Marshall MacFarlane, Parks and Facilities Manager
Lane Gram, Recreation Manager
Rocky Brown, Business Manager
Jennika Horta, Management Analyst
Denise Merdon, Recreation Supervisor
Aimee Yentes, Vice Mayor
Kyle Mieras, Development Services Director
Chris Bridges, Transportation Plan Manager

BOARD MEMBERS ABSENT:

Jason Geroux
Rebecca Hill

PUBLIC PRESENT:

Kittelson & Associates Representatives

1. **CALL TO ORDER:** Chair Ferron called the meeting to order at 6:05PM.
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:** Robert Carmona, Parks and Recreation Director, introduced Lane Gram as the new Recreation Manager for the department. Lane discussed her background and her excitement in joining the department.

6. **TRANSPORTATION MASTER PLAN:** Chris Bridges, Transportation Plan Manager introduced the Transportation Master Plan project and Kittelson & Associates as the plan development partner. Kittelson presented the draft transportation master plan as it relates to parks and recreation facilities and amenities. A Transportation Master Plan is currently in development and will address Gilbert's auto-dependence to reach parks and recreation facilities. Our current trail system and bike network is discontinuous and not suitable for all riders. The master plan will propose a complete, connected bike network that is comfortable and safe for people of all ages and abilities. This guiding document will help us make biking a viable transportation option by providing standards, recommendations and prioritized goals to address. At completion, our multi-use path network will increase by 200% from 40 miles to 122 miles.

Questions and comments:

Vice Mayor Yentes asked if the plan would reduce congestion. Kittelson responded that the hope is to create the infrastructure to promote short trip usage of bikes.

Member Ziemer asked if micromobility is addressed. The team is exploring the current micromobility options as well as those to be developed in the future and merging those uses and possibilities into a technology playbook.

Vice Mayor Yentes inquired about how behavior changes will be tracked after implementation. The team informed the group that goals with measurable performance measures were developed at the beginning of the project for this purpose.

Robert Carmona thanked the project team for their work on this project over the last 18 months and for presenting this plan and their findings to the board.

7. LONG RANGE INFRASTRUCTURE PLAN: Director Carmona presented an update on the Long Range Infrastructure Plan. The presentation was a portion of the presentation provided to Town Council during the March 2022 Spring Retreat. The plan addresses infrastructure and asset needs in a predictable, systematic approach that improves the reliability, performance, and useful life of the asset while lowering the total cost of ownership. With over \$700 million in assets, the plan includes infrastructure analysis, the budget required to maintain all assets, a plan to acquire the budget necessary, and steps for operationalization. This plan and allocated budget are one of very few across the nation and the outcome of which will create a fund reaching \$11.9 million annually by 2025.

Member Williams inquired about the Town's purchasing process and Member Ziemer requested information on the process of adding assets as they are acquired or constructed.

7. DEPARTMENT UPDATES:

- a. **Administration** – Director Carmona informed the board of the Spring Financial Retreat held by Town Council earlier in the month. Parks and Recreation presented the Long Range Infrastructure Plan update and a presentation regarding Park Development. The Park Development presentation will be presented to the board at the April meeting.
- b. **Parks & Facilities Division** – Marshall MacFarlane informed the board that the new work order system will be implemented soon. The technicians in Parks and Facilities have recently completed their training on the system. A Six Sigma subject expert within the Town has been integrated into the process to provide efficiencies in the transition and process.
- c. **Recreation Division** – Lane Gram informed the board that her time so far has been spent touring the facilities and meeting with the staff. She is becoming acquainted with the division and any special projects ongoing within it.
- d. **Business Division** – Rocky Brown provided an update on the aquatics programming and staffing for the season.
- e. **CAPRA** – Jennika Horta acknowledged that the annual report is due by the end of May.

8. PARKS AND RECREATION BOARD MINUTES

Chair Ferron noticed an error in the draft minutes of the February meeting. The update from the Board and the Council Liaison need to be switched.

9. REPORT FROM CHAIR & BOARD MEMBERS: Chair Ferron requested staff look into the reservation of tennis courts at Gilbert Regional Park by non-Gilbert residents. Member Williams requested a list of all plans in development and special projects ongoing within the department.

10. **REPORT FROM COUNCIL LIASION:** No updates or reports were mentioned from Vice Mayor Yentes.

11. **REPORT FROM STAFF LIASON:** Denise Merdon provided the schedule of upcoming special events, including Boots in the Park, Global Village, Family Nights, Concerts in the Park and KaPow.

12. **ADJOURNMENT:**

The Regular meeting was adjourned at 7:55PM.

ATTEST:

Bob Ferron, Chair

Denise Merdon, Staff Liaison