



**PARKS & RECREATION BOARD  
MINUTES OF REGULAR MEETING  
May 10, 2022 6:00 P.M.**

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

**BOARD MEMBERS PRESENT:**

Bob Ferron, Chair  
Ben Kalkman  
Scott Williams  
Brian Cannon  
Paul Gonzales  
Cody Zeimer  
Florence Daniels  
Whitney Pitt

**STAFF PRESENT:**

Robert Carmona, Parks and Recreation Director  
Marshall MacFarlane, Parks and Facilities Manager  
Lane Gram, Recreation Manager  
Jennika Horta, Management Analyst

**BOARD MEMBERS ABSENT:**

Holly Pitrusky

**PUBLIC PRESENT:**

None

1. **CALL TO ORDER:** Chair Ferron called the meeting to order at 6:01PM.

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. **FACILITIES DIVISION PERFORMANCE MEASURES:** Chair Ferron requested this agenda item be tabled until a later meeting.

A motion was made by Member Cannon to table this agenda item, seconded by Member Pitt. Motion carried 8-0.

6. **SISTER CITIES GARDEN:** Jennika Horta, Management Analyst, presented an update on the Sister Cities Garden project. Parks Staff was recognized for their incredible contribution to the garden construction. The Parks Board was informed of the Gilbert Sister Cities Board's plans to host a formal grand opening in the Fall of 2022.

7. **MEETING FORMAT & TOPICS:** Robert Carmona, Parks and Recreation Director, requested the Parks Board's feedback on the meeting format and topics to be discussed. With many new members, the opportunity to adjust to their needs and interests had arrived. Chair Ferron requested meetings be held in various locations, without virtual options if unavailable. This would present the opportunity for tours and interactions with staff, facilities and programs. Member Gonzales requested the Parks Board Members be more involved and utilized per their expertise and interests. Member Williams explained that firsthand experience with all projects and offerings would expedite the orientation to the department. Chair Ferron

noted that there were subcommittees previously for specific tasks and projects. Member Williams requested a status update on all current projects as well as a status on how many of the action items from the master plan were completed. Member Pitt requested a review of the department budget in August as well as an overview of the Fall Event Planning process, budget and schedule.

To provide further feedback, a survey link was provided to the board members.

**8. DEPARTMENT UPDATES:**

- a. **Administration** – Director Carmona provided an update on the proposed budget for the upcoming fiscal year and the Transportation Master Plan.
- b. **Parks & Facilities Division** – Marshall MacFarlane, Parks & Facilities Manager, provided an update on the involvement with the CIP Process and the standards being developed for projects in the future. He also informed the Board of the progress at the Fleet Shop, University Building, 911 Dispatch, Emergency Operations Center, Family Advocacy Center and Muni I.
- c. **Recreation Division** – Lane Gram, Recreation Manager, provided an update on the Spring events held by the Recreation Team. Member Gonzales requested the Recreation Coordinators present to the Board soon. Member Kalkman requested a marketing update be included in each meeting.
- d. **Business Division** – Rocky Brown, Business Manager, was unable to attend this month’s meeting.
- e. **CAPRA** – Jennika Horta, Management Analyst, proposed the Parks Board Members review CAPRA more thoroughly in future meetings. To begin, an overview of the accreditation requirements and the standards will be provided. Subsequently, specific standards will be reviewed each month.

**9. PARKS AND RECREATION BOARD MINUTES:** A motion was made by Vice Chair Kalkman to approve the April 19, 2022 Regular Meeting minutes as presented, seconded by Member Gonzales. Motion carried 8-0.

**10. REPORT FROM CHAIR & BOARD MEMBERS:** No updates or reports were provided from the Chair or board members.

**11. REPORT FROM COUNCIL LIASION:** No updates or reports were provided on behalf of Vice Mayor Yentes.

**12. REPORT FROM STAFF LIAISON:** No updates or reports were provided from staff.

**13. ADJOURNMENT:** The Regular meeting was adjourned at 7:04PM.

ATTEST:

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Bob Ferron, Chair

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Denise Merdon, Staff Liaison