



PARKS & RECREATION BOARD MEETING

Tuesday, June 21, 2022
Regular Meeting
6:00 PM

Municipal Center Building II
Conference Room 100
90 E. Civic Center Drive Gilbert, AZ 85296

Board Members: Bob Ferron, Chair
Ben Kalkman, Vice Chair
Brian Cannon
Florence Daniels
Paul Gonzales
Whitney Pitt
Holly Pritulsky
Scott Williams
Cody Ziemer

AGENDA ITEMS	PRESENTER
Call to Order	Chair Ferron
Roll Call	Jennika Horta
Pledge of Allegiance	Chair Ferron
Communication from citizens present*	Chair Ferron
Ocotillo Bridge	Kimley-Horn
Water Tower Plaza	J2 Design
Fiscal Year 2023 Budget & Capital Improvement Projects	Robert Carmona
Meeting Feedback Review	Jennika Horta
Department Updates a) Administration b) Business Division c) Parks & Facilities Division d) Recreation Division e) CAPRA Accreditation f) Upcoming Events	Department Staff
Meeting Minutes a) May 10, 2022 Regular Meeting b) June 7, 2022 Special Meeting	Chair Ferron
Report from Chair & Board Members	Board Members
Report from Council Liaison	Vice Mayor Yentes
Adjourn	Chair Ferron

The next Regular Meeting of the Parks and Recreation Board will be held August 16, 2022 at 6:00PM. The location 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
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 Pitruslky

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:

Bob Ferron, Chair

Denise Merdon, Staff Liaison



**PARKS & RECREATION BOARD
MINUTES OF SPECIAL MEETING
June 7, 2022 6:00 P.M.**

Microsoft Teams

BOARD MEMBERS PRESENT:

Bob Ferron, Chair
Ben Kalkman, Vice Chair
Scott Williams
Brian Cannon
Paul Gonzales
Cody Zeimer
Holly Pitrusky
Whitney Pitt

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
Aimee Yentes, Vice Mayor
Amanda Jenkins, Assistant Town Attorney

BOARD MEMBERS ABSENT:

Florence Daniels

PUBLIC PRESENT:

Curtis Barton
Adam Port
Anton Rosandic

1. **CALL TO ORDER:** Chair Ferron called the meeting to order at 6:01PM.
2. **OATH OF OFFICE:** Vice Mayor Yentes completed the Oaths of Office for two reappointed members, Ben Kalkman and Scott Williams.
3. **ROLL CALL:** Roll call was taken, and it was determined that a quorum was present.
4. **PLEDGE OF ALLEGIANCE:** All present recited the Pledge of Allegiance.

RECESS SPECIAL MEETING AND RECONVENE IN EXECUTIVE SESSION

A motion was made by Vice Chair Kalkman, seconded by Member Gonzales, to recess Special Meeting and reconvene in Executive Session pursuant to:

- a) A.R.S. §§ 38-431.03(A)(7) for discussion and consultation with Town representatives concerning the lease of Town-owned property within Gilbert Regional Park located at the southwest corner of Queen Creek and Higley Roads; and
- b) A.R.S. §§ 38-431.03(A)(3), (4) & (7) for discussion and consultation with designated Town representative and legal advice from the Town Attorney on potential lease(s) of real property at Gilbert Regional Park.

Motion carried 8-0, with Member Daniels absent.

THE EXECUTIVE SESSION WAS ADJOURNED AT AND THE SPECIAL MEETING WAS RECONVENED.

5. **ADJOURNMENT:** The Special meeting was adjourned at 7:56PM.

ATTEST:

Bob Ferron, Chair

Jennika Horta, Staff Liaison

