



**PARKS & RECREATION BOARD
MINUTES OF REGULAR MEETING
August 16, 2022 6:00 PM**

**Gilbert Community Center | Gilbert Room
130 N. Oak Street Gilbert, AZ 85233**

BOARD MEMBERS PRESENT:

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

STAFF PRESENT:

Robert Carmona, Parks and Recreation Director
Marshall MacFarlane, Parks and Facilities Manager
Rocky Brown, Parks and Recreation Business Manager
Jennika Horta, Management Analyst
Tyler Smith, Recreation Supervisor
Misty Smith, Outdoor Recreation Coordinator
Krista Trei, Recreation Coordinator
Taryn Cantrell, Recreation Specialist

BOARD MEMBERS ABSENT:

None

PUBLIC PRESENT:

None

1. **CALL TO ORDER:** Chair Ferron called the meeting to order at 6:04PM.
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:** Chair Ferron recognized receipt of zero requests to speak.
5. **OCOTILLO BRIDGE:** David Rutowski with Kimley-Horn provided an update on the Ocotillo Bridge project. Mr. Rutowski discussed the two concept designs which were recently voted on by the community, Palo Verde and Desert Falls. Parks Board members provided their feedback on the designs & cast their vote.
6. **WATER TOWER PLAZA:** Aaron Allan with J2 provided an overview of the Water Tower Plaza project process and requested input on possible design elements. Mr. Allan gauged the importance of each of the current amenities along with feedback on the approach to provide these amenities and others in the future design layout.
7. **FISCAL YEAR 2023 BUDGET & CAPITAL IMPROVEMENT PROJECTS:** Robert Carmona, Parks and Recreation Director, provided an overview of the department's fiscal year 2023 operating budget, one-time budget requests and Capital Improvement Projects. The operating budget includes 5 new FTEs, 107 one-time budget requests (totaling \$6.1 million), and 46 Capital Improvement Projects (25 Parks and Recreation 21 Facilities totaling \$87.2 million). Mr. Carmona introduced the developing project management approach and system the department will implement to complete these projects.
8. **MEETING FEEDBACK REVIEW:** Jennika Horta, Management Analyst, reviewed the feedback provided by the Parks Board Members regarding meeting logistics, format and schedule. The Parks Board came to consensus to meet at various Parks & Recreation Facilities for upcoming meetings.
9. **DEPARTMENT UPDATES:** Chair Ferron opened the floor to all Parks & Recreation staff to provide updates. Marshall MacFarlane, Parks & Facilities Manager, provided an update regarding the work order system implementation and the soft roll out progress. He also discussed the division's proactive approach to water conservation and xeriscape opportunities. Lane Gram, Recreation Manager, provided an update

on the Summer Work Program, the McQueen Park Activity Center courtyard renovation, Kidz Kamp, the Adaptive Swim Party, Mother Son Glow Party and introduced the upcoming Adaptive Assessment. Jennika Horta, Management Analyst, provided a detailed overview of the Commission for Accreditation of Parks and Recreation Agencies (CAPRA) process and the status of Gilbert Parks and Recreation's accreditation. This topic will continue to be presented at future meetings.

10. **MEETING MINUTES:** A motion was made by Member Gonzales, seconded by Member Cannon to approve the minutes of the May 10, 2022 Regular Meeting. Motion carried 6-0.

A motion was made by Member Gonzales, seconded by Vice Chair Kalkman to approve the minutes of the June 7, 2022 Special Meeting. Motion carried 6-0.

11. **REPORT FROM CHAIR & BOARD MEMBERS:** No updates were shared by the Chair or board members.

12. **REPORT FROM COUNCIL LIAISON:** No update was provided by the Council Liaison.

13. **ADJOURNMENT:** The Special meeting was adjourned at 8:33PM.

ATTEST:

Bob Ferron, Chair

Jennika Horta, Staff Liaison