

**MINUTES**  
**TOWN OF QUARTZSITE**  
**REGULAR MEETING OF THE**  
**PARK & RECREATION COMMITTEE**  
**465 NORTH PLYMOUTH AVENUE**  
**WEDNESDAY, JULY 1, 2015, 10:00 AM**

**CALL TO ORDER:** 10:00 a.m.

**ROLL CALL OF THE BOARD:**

Chairperson: vacant

Board Member: Shanana Rain BearCat, present

Board Member: Henry Ayers, present

Board Member: vacant

Vice-Chairperson: vacant

Board Member: Monica Timberlake, present

Board Member: Pamela Caskey, present

**APPROVAL OF MINUTES:**

None

**BUSINESS**

1. Nominate and vote to elect a Park & Recreation Committee Chairperson.

Committee Member BearCat nominated Committee Member Timberlake, and Committee Member Ayers seconded the motion. The vote was all in favor. Motion Passed.

2. Nominate and vote to elect a Park & Recreation Committee Vice-Chairperson.

Newly elected Committee Chairperson Timberlake nominated Shanana Rain BearCat, and Committee Member Caskey seconded the motion. The vote was all in favor. Motion Passed.

3. Nominate and vote to elect a Park & Recreation Committee Secretary.

There was a discussion regarding the Committee's position of Committee Secretary. Town Manager Miller suggested to the Committee that they table Agenda Item 3 to the next meeting. He reasoned it would give Council the opportunity to review any additional applicants and appoint a full board.

Committee Vice-Chairperson BearCat moved to table to the next meeting, Item 3, 'Nominate and vote to elect a Park & Recreation Committee Secretary,' and Committee Member Ayers seconded the motion. The vote was all in favor. Motion Passed.

4. Discussion and possible action to set regular meeting day and time.

There was discussion regarding which day of the month would best work for everyone. Town Manager Miller said Wednesday mornings would work for him.

Committee Member Caskey moved to have it on the first Wednesday of the month, and it could be changed whenever necessary, at 10:00 a.m. Committee Vice-Chairperson BearCat seconded the motion. The vote was all in favor. Motion Passed.

5. Discussion and review of Park and Recreation Committee Resolution No. 93-23, No. 03-09, and No. 05-10

Town Manager Miller spoke regarding the various changes the Park and Recreation Committee had been through since its beginning. Committee Vice-Chairperson BearCat asked about the mention of the Cemetery in the resolution(s). Town Manager Miller said there would be some overlap, but there is a dedicated Cemetery Board and a dedicated Library Board. He explained that Town staff are set-up with a dedicated Park Department that is like a field crew, and a dedicated Library Department for Town Library programming which includes activities at the community center. He said the Town staff restructuring that took place might cause a need to refine and discuss the goals and objectives of the Committee.

Town Manager Miller said the Committee could create a draft scope and list of goals to recommend to Council and ask them to formalize it in some way in the future. He suggested that for the time being the Committee may start out discussing the strengths and weaknesses of the Park and Recreation programming and facilities to help the Committee to set some parameters.

Committee Vice-Chairperson BearCat suggested that the Committee perform a SWOT analysis at the next meeting.

6. Explore goals and objectives for the Committee.

Town Manager Miller asked for the Committee Members' reasons for volunteering for the Committee.

Committee Member Ayers replied that he wanted to focus the work on providing for the needs of the youth and senior citizens in the Park. He explained the Park should offer activities and events to get people to participate with each other and get involved. He suggested that planning for the future of the Park, as things grow around the Town, be part of the Committee's objectives.

Committee Member Caskey stated her interest in trying to draw everyone together and noted there is a need for families, as units, to have activities.

Committee Chairperson Timberlake wanted to see the Committee coordinate to help with the parades that end at the Park.

Committee Vice-Chairperson BearCat asked that the Committee look at future projects for the Park.

Town Manager Miller spoke regarding community events, volunteers, community support, and non-profit participation. He said the Committee could put a Town Park Action Plan together for

the foreseeable future. He suggested a survey requesting information regarding suggestions and needs be circulated.

Committee Member Ayers brought up the issue of the BLM. Town Manger Miller said the Town's eighty-acre Park is leased from the BLM and discussion followed. He said the Town will not consider applying for a patent until the Town is using all the leased land in a purposeful way. This is one of the requirements of the BLM.

Committee Chairperson Timberlake requested a map of the Park and the uses of the land for the next meeting. She said the Committee could try to create a plan to use all eighty acres.

Committee Vice-Chairperson BearCat asked the Town Manager if he thought it was a good idea to advise the BLM that the Town has an active Park & Recreation Committee now. Town Manager Miller provided some information regarding the Town and the BLM.

Committee Member Caskey moved to open the meeting to the public, and Committee Vice-Chairperson BearCat seconded the motion. The vote was all in favor. Motion Passed.

Joanne Robinson stated her name and asked the Committee, "How do you catch a unique bunny rabbit?" No Committee Member guessed correctly, so Ms. Robinson said, "'Unique' up on him." Ms. Robinson proceeded to share one more cheerful joke, "How do you catch a tame bunny rabbit?" She then said, "'Tame' way."

Town Manager Miller said he could have the proposed Quartzsite in Motion group attend the Committee's next meeting to talk about their ideas for programming in the community center. Town Manager Miller explained that he preferred that the Town not be the administrator of those types of programs due to the Town's resource constraints.

Committee Member Caskey spoke about a grandparents' day.

Town Manager Miller stated there another two major community partners that he and the Committee had not yet talked about leveraging. He said these were the schools and AWC. He explained that does not mean that the Committee is going to be asking for a monetary contribution from either one of those organizations. He said if the Committee could partner with education, people that are trained to deal with the youth could at least be a part of the Town's youth activities processes supplemented by Town staff. He said there are issues that arise, and the Town's primary function is not youth services or early childhood education, so tapping those resources in the community and by going to the experts and partnering with them, it would be a huge benefit to the Town and its community.

Town Manager Miller said the Town is struggling right now, getting along with volunteer ideas, but they are not experts. He said if a health issue should arise, it would be advantageous to have some staff from the schools that may know what to do or be familiar with proper procedures. He said having educators as part of that process is helpful because they may have answers instead of the Town calling around scrambling trying to mediate the situation. He said the Town is doing the best it can with the resources it has, but again it is not the Town's area of expertise, so that is why the Town needs community partners.

Committee Vice-Chairperson said the Committee would like somehow to explore what grant options are available. She spoke of Cenpatico and APS as possible grant sources. She said the Committee could do fund-raisers to an extent and asked Town Manager Miller what kind of limitations the Committee had. Town Manager Miller spoke of possible Open Meeting Law violations, legal issues and limiting fund-raising by the Committee.

There was a discussion of past board experiences with fund-raising and the posting of notices of quorum.

Town Manager Miller stated there was a line item in the existing budget to accommodate funds from fund-raising and associated expenditures.

There was a discussion of the SWOT analysis. SWOT is the acronym for strengths, weaknesses, opportunities, and threats.

7. Discussion of the Open Meeting Law.

The Committee directed staff to email the OML information to the Committee Members.

**CALL TO THE PUBLIC:**

No response.

Committee Vice-Chairperson BearCat moved to adjourn at 10:53 a.m. and Committee Member Ayers seconded the motion. The vote was unanimous. Motion Passed.

**ADJOURNMENT:** 10:53 a.m.

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the meeting of July 1, 2015, of the Park and Recreation Committee of the Town of Quartzsite, Arizona, held on July 1, 2015.

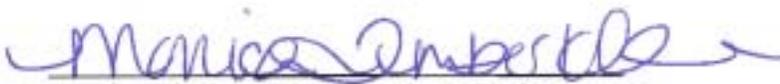
I further certify that the meeting was duly called and held and that a quorum was present.

DATED this 12<sup>TH</sup> day of AUGUST 2015.

  
Tina Abriani, Town Clerk

On behalf of the Board,

Approved:

  
Monica Timberlake, Committee Chairperson