

**TOWN OF FLORENCE
COMMUNITY SERVICES ADVISORY BOARD
REGULAR MEETING AGENDA**

Chairman David Lewis
Vice-Chair Carolyn Davis
Joseph Bracco Jr.
Lawrence M. Gutierrez
Kathleen Leaman
Hunter Macfie
Tabitha Macfie
Kellie Mendoza
Marian Palaia



Viney Jones Library and
Community Center
778 N. Main Street
Florence, AZ 85132
(520) 868-7500
www.florenceaz.gov
Meet 2nd Thursdays

Thursday, June 8, 2023

6:00 PM

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the Town of Florence Community Services Advisory Board and to the general public that a Regular Meeting of Florence Community Services Advisory Board will be held on Thursday, June 8, 2023 at 6:00 p.m. at the Town of Florence Viney Jones Library and Community Center, 778 N. Main Street, Florence, AZ.

To attend the meeting noticed below by technological means, members of the public may:

1. *Join virtually using the link below:*

[Join via ZOOM](#)

2. *To call in and listen, please dial:*

Telephone: (346) 248 7799 or (669) 900 6833

Meeting ID: 832 0730 8618

Passcode: 103116

Members of the public may submit written comments relating to this meeting to Teresa Graciano-Bustillos, Community Services Administrative Assistant, by emailing Teresa.Graciano@FlorenceAZ.gov at any time until one hour prior to the posted start time for the meeting. Please be sure to include your name and address for the record as well as the meeting date (and Agenda Item #, if applicable) in the subject of your email.

1. CALL TO ORDER:

- 2. ROLL CALL:** Chairman Lewis ____, Vice-Chair Davis ____, Boardmember Bracco ____, Boardmember Gutierrez ____, Boardmember Leaman ____, Boardmember H. Macfie ____, Boardmember T. Macfie ____, Boardmember Mendoza ____, Boardmember Palaia ____.

3. PLEDGE OF ALLEGIANCE

4. NEW BUSINESS

- a. **Discussion/Approval/Dissapproval** of regular meeting minutes of August 11, 2022, October 13, 2022, November 10, 2022, January 12, 2023, and February 9, 2023
- b. **Introduction** of the New Community Services Director Paul King
- c. **Discussion/Approval/Disapproval** of the public art request application

5. DEPARTMENT UPDATES – INFORMATION ONLY

6. CALL TO THE PUBLIC/BOARD RESPONSE

Call to the Public for Comment is limited to issues within the jurisdiction of the Town of Florence Community Services Advisory Board. Council rules limit public comment to three minutes. Individual board members may respond to criticism made by those commenting, may ask the staff liaison to review a matter raised, or may ask that a matter be placed on future agenda.

7. CALL TO THE BOARD – CURRENT EVENTS ONLY

8. ADJOURNMENT

POSTED THIS 7TH DAY OF JUNE 2023, BY PATRICIA BUCHANNAN, DEPUTY TOWN CLERK, AT 775 NORTH MAIN STREET, FLORENCE, ARIZONA, AND AT WWW.FLORENCEAZ.GOV.

PURSUANT TO TITLE II OF THE AMERICANS WITH DISABILITIES ACT (ADA), THE TOWN OF FLORENCE DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY REGARDING ADMISSION TO PUBLIC MEETINGS. PERSONS WITH A DISABILITY MAY REQUEST REASONABLE ACCOMMODATIONS BY CONTACTING THE TOWN OF FLORENCE ADA COORDINATOR, AT (520) 868-7574 OR (520) 868-7502 TDD. REQUESTS SHOULD BE MADE AS EARLY AS POSSIBLE TO ALLOW TIME TO ARRANGE THE ACCOMMODATION.

TOWN OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD

MINUTES OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD REGULAR MEETING HELD ON THURSDAY, AUGUST 11, 2022, AT 6:00 P.M.

CALL TO ORDER

Chairman David Lewis called the meeting to order at 6:00 P.M.

ROLL CALL:

Present: Chair Lewis, Vice-Chair Davis, Boardmember Bracco, Boardmember Hagemann, Boardmember H. Macfie, Boardmember T. Macfie

Absent: Boardmember Gutierrez, Boardmember Leaman, Boardmember Mendoza

PLEDGE OF ALLEGIANCE

Chairman Lewis led the Pledge of Allegiance.

HERITAGE PARK UPDATE

Staff Liaison Alison Feliz discusses update on the master plan concept from 2019. Plans included a lake, shaded bleachers, updated bathrooms, area lighting, Ramada improvements, improved irrigation, updated skate park, sand volleyball court, updated horseshoe and shuffleboard pits and walking trails. The plan had been scheduled for the fiscal year 2026-2027, but since the concept was shared out, zoning has since changed for most of Heritage Park to Commercial/Residential. The Territory Square project will also impact any updates to Heritage Park. Staff will come at a future meeting about Heritage Park and how to proceed.

FLORENCE TEEN CLUB UPDATE

Recreation Coordinator, Erasmo Mendivil, discusses taking over the program. First event was Teen Bingo, which the Town partnered with Florence Copper, and they provided the prizes for the games. There were 57 registered participants, but 38 in actual attendance. Erasmo hopes to have more events like the Teen Bingo to get feedback from teens on what type of activities or events they would like to have put on through the Florence Teen Club.

INCLUSIVE OPTIONS FOR FUTURE PROGRAMMING

Liaison Feliz discusses what is in our Activity Guidebook in regard to special accommodations with what participants may need to participate in programs and events. Liaison Feliz also stated that the registration software asks a series of questions in regard to participant details, i.e., if there is any special accommodation. The Activity Guide also includes the time frame the Department needs to accommodate requests, a minimum of 72 hours is needed per ADA, but,

if possible, more than 72 hours is suggested due to our remote location. Public may request special accommodations by emailing and calling both the Town of Florence Clerk's office and the Community Services Director.

DISCUSSION/APPROVAL/DISAPPROVAL in entering into an intergovernmental agreement (IGA) between Pinal County, City of Apache Junction, and the Town of Florence to support the development of the Central Arizona Project "CAP" National Recreation Trail

Liaison Feliz informed the Board that the Central Arizona Project has been working with Pinal County and the City of Apache Junction for a trail along the CPA canal. The trail would be 336 miles in length and go from Tucson to the Colorado River. The Florence Town segment would be approximately 5.9 miles long with a potential of 2 trail heads. The biggest cost of this project is going to be fencing.

On motion by Boardmember T. Macfie, seconded by Boardmember Hagemann, and carried (6 to 0) to approve the recommendation for Town Council in enter into an intergovernmental agreement (IGA) between Pinal County, City of Apache Junction, and the Town of Florence to support the development of the Central Arizona Project "CAP" National Recreation Trail

MOON, MARS, AND BEYOND GRANT

Liaison Feliz discusses the hiring of the new Library Manager, Lisa Lewis. Lisa comes from the City of Show Low and is bringing with her a Space and Science Institute grant called Moon, Mars and Beyond. Lisa is already working hard for Florence; she is due to start work on August 24th. Discussion gets brought up about maybe working with the schools for field trips.

STEAM AND GO GRANT

Liaison Feliz stated that Library Manager, Lisa Lewis, applied for the STEAM and Go grant from the Arizona State Library and we received notification that we were awarded the grant.

AZ ON TRACK SUMMER CAMP GRANT

Liaison Feliz stated that Ms. Lewis is the President for the Arizona Library Association (AzLA) and she was able to bring this grant to us for the Summer Reading Program, the grant is for \$41,222.50.

SPECIAL EVENT UPDATE THROUGH DECEMBER 31, 2022

Liaison Feliz updated the Board of up-and-coming events. The first event coming up is a PG 13 Drive in Movie on October 7, 2022. Florence Makes a Difference Day will be October 22, 2022, really hoping to get different business involved. Fright fest will be October 31, 2022, and will include a Trunk or Treat event. Junior Parada will be on Saturday, November 26th. December

has several events that include the Hometown Holiday Light parade, Jingle Bell Jog, Breakfast with Santa, and movie in the park.

The Chamber of Commerce also has several events coming up and can be found on their web site.

The Pinal County Historical Museum also has some events coming up and can be found on their website as well.

The Historic Florence Foundation, Inc. will be hosting events at the Charles Whitlow Rodeo Grounds, the first event is scheduled for September 3rd, and it is a Sheep and Calf Riding event. The Volkswagen Roundup is from Friday, November 11 through November 13th.

DIVISION REPORTS

Liaison Feliz briefly updated the Board on Little League Park. New fencing is going up and new dug out along with irrigation. Library Story Walk is being put up. Senior center is gearing up for their Grandparent's Day event.

DEPARTMENT UPDATES – INFORMATION ONLY

CALL TO THE PUBLIC/BOARD RESPONSE

CALL TO THE PUBLIC FOR PUBLIC COMMENT ON ISSUES WITHIN THE JURISDICTION OF THE TOWN OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD. COUNCIL RULES LIMIT PUBLIC COMMENT TO THREE MINUTES. INDIVIDUAL MEMBERS MAY RESPOND TO CRITICISM MADE BY THOSE COMMENTING, MAY ASK STAFF TO REVIEW A MATTER RAISED OR MAY ASK THAT A MATTER BE PUT ON A FUTURE AGENDA. HOWEVER, MEMBERS SHALL NOT DISCUSS OR TAKE ACTION ON ANY MATTER DURING AN OPEN CALL TO THE PUBLIC UNLESS THE MATTERS ARE PROPERLY NOTICED FOR DISCUSSION AND LEGAL ACTION.

CALL TO THE BOARD – CURRENT EVENTS ONLY

ADJOURNAMENT

On motion by Boardmember T. Macfie, seconded by Boardmember Hagemann, and carried (6-0) to adjourn the meeting at 6:42 P.M.

Approved:

David Lewis, Board Chair

TOWN OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD

MINUTES OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD REGULAR MEETING HELD ON THURSDAY, OCTOBER 13, 2022, AT 6:00 P.M.

CALL TO ORDER

Chair David Lewis called the meeting to order at 6:05 P.M.

ROLL CALL:

Present: Chair Lewis, Boardmember Gutierrez, Boardmember Hagemann, Boardmember Leaman, Boardmember Mendoza, Council Liaison Anderson, Staff Liaison Feliz
Absent: Vice-Chair Davis, Boardmember Bracco, Boardmember H. Macfie, Boardmember T. Macfie

PLEDGE OF ALLEGIANCE

Vice-Chair Davis led the Pledge of Allegiance.

DISCUSSION/APPROVAL/DISAPPROVAL to approve the regular minutes from the following meeting dates: June 10, 2021; August 12, 2021; October 14, 2021; *June 8, 2022; July 14, 2022, and September 8, 2022

**June 8, 2022, is not a valid scheduled meeting date, the correct meeting date should be July 8, 2021. The July 8, 2021, meeting minutes will be brought to the Board for approval at a later meeting.*

On motion by Boardmember Hagemann, seconded by Boardmember Leaman, and carried (5 to 0) to approve the regular meeting minutes from the following meeting dates: June 10, 2021; August 12, 2021; October 14, 2021; July 14, 2022, and September 8, 2022.

DISCUSSION/APPROVAL/DISAPPROVAL to recommend staff to begin conversations with the Food Truck League and/or other food truck organizations and report back to the Board with information

Liaison Alison Feliz informed the Board that Staff had previous conversations with the Food Truck League about starting a Food Truck event here in Florence. The League had requested a \$1,000 to \$1,500 guarantee for vendor participation since most food trucks are traveling from the Maricopa County area. Liaison Feliz asked the Board if they are still interested in making these types of events available to the Community.

Liaison Feliz stated the reason staff reached out to the Food Truck League is because its very time consuming for staff to coordinate food truck vendor participation and the league already has the database and contacts to coordinate events.

Boardmember Mendoza asked how often food truck events will happen in Florence. Liaison Feliz stated that the food trucks will be every Friday, but it will be split between Downtown Florence and Anthem.

Boardmember Mendoza asked if Florence has the population to sustain this program and suggested doing it once a month at the 3rd Friday event.

Liaison Feliz conveyed that the 3rd Friday events are put on by the Chamber of Commerce to promote Downtown businesses and maybe bringing in an outside business and they are hesitant in bringing outside vendors that may take away from the Main Street merchants.

Boardmember Gutierrez mentioned that Fridays are generally game days for High School sports, and recommended staff think of a different day of the week to host the Food Truck Roundup.

Chair Lewis mentioned that this is only to decide whether or not for Staff to start conversations with the Food Truck League for possible events. There is no guarantee that the Food Truck Roundup will happen.

Boardmember Hagemann suggested making it a seasonal event to avoid the heat in the Summer and also benefit from the increase of winter visitors that come to Florence for the winter months. Boardmember Hagemann also mentioned that in Florence Gardens, a food truck organized to come on Wednesdays and suggested staff to contact Florence Gardens to check where they find their vendors.

Boardmember Leaman suggested switching the day of the week for food trucks to come, instead of Friday, maybe a Wednesday or Thursday night.

Boardmember Mendoza supported Boardmember Leaman's suggestion on changing the day of the week. Boardmember Mendoza stated that everyone is aware of "Food Truck Fridays" to be in certain Cities and if the day is changed, there will be more choices for the public to choose from, for example go to Florence on Wednesday and then go to the Food Truck Fridays in a different city.

Liaison Feliz asked the Board to clarify what staff will be asking the Food Truck League. Liaison Feliz listed different inquiries the Board needs answers to: Will the Food Truck League be interested in coming out on a Saturday? What guarantees are they wanting in regard to revenue?

On motion by Boardmember Gutierrez, seconded by Boardmember Hagemann, and carried (5 to 0) to approve the recommendation for staff to begin conversations with Food Truck League and/or other food truck organizations and report back to the board with information.

CHARLES WHITLOW RODEO GROUNDS UPDATES

Liaison Feliz informed the Board that the Historical Florence Foundation has started doing some events out at the Rodeo Grounds first was Sizzlin' Summer Bull riding series, but they took the bull riding off and transitioned into the Sheep and Calf riding from September through October. The events were well attended with about 500 spectators at each event. Maintenance of the grounds is ongoing.

DEPARTMENT REPORT

Liaison Feliz updated the Board on the Community Services monthly report. Liaison Feliz stated she may change the format to include photos.

CALL TO THE PUBLIC/BOARD RESPONSE

CALL TO THE PUBLIC FOR PUBLIC COMMENT ON ISSUES WITHIN THE JURISDICTION OF THE TOWN OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD. COUNCIL RULES LIMIT PUBLIC COMMENT TO THREE MINUTES. INDIVIDUAL MEMBERS MAY RESPOND TO CRITICISM MADE BY THOSE COMMENTING, MAY ASK STAFF TO REVIEW A MATTER RAISED OR MAY ASK THAT A MATTER BE PUT ON A FUTURE AGENDA. HOWEVER, MEMBERS SHALL NOT DISCUSS OR TAKE ACTION ON ANY MATTER DURING AN OPEN CALL TO THE PUBLIC UNLESS THE MATTERS ARE PROPERLY NOTICED FOR DISCUSSION AND LEGAL ACTION.

CALL TO THE BOARD – CURRENT EVENTS ONLY

Boardmember mentioned the Homecoming reunion will be at the Charles Whitlow Rodeo Grounds.

ADJOURNAMENT

On motion by Boardmember Leaman, seconded by Boardmember Gutierrez, and carried (5-0) to adjourn the meeting at 6:30 P.M.

Approved:

David Lewis, Board Chair

TOWN OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD

MINUTES OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD REGULAR MEETING HELD ON THURSDAY, NOVEMBER 10, 2022, AT 6:00 P.M.

CALL TO ORDER

Vice-Chair Carolyn Davis called the meeting to order at 6:00 P.M.

ROLL CALL:

Present: Vice-Chair Davis, Boardmember Bracco, Boardmember Gutierrez, Boardmember Leaman, Boardmember H. Macfie, Boardmember T. Macfie, Boardmember Mendoza
Absent: Chair Lewis, Boardmember Hagemann

PLEDGE OF ALLEGIANCE

Vice-Chair Davis led the Pledge of Allegiance.

INTRODUCTION OF LIBRARY MANAGER – LISA LEWIS

Library Manager, Lisa Lewis, introduced herself to the Board. Ms. Lewis stated she came from the City of Show Low where she worked for six years. Ms. Lewis mentioned she has over 21 years of Library experience. Ms. Lewis informed the Board that the library is a pilot Library for the NASA program “Mission to Mars”.

Liaison Feliz added she and the Community Services staff are very happy Lisa is here and she has seen and heard good comments from patrons, staff, and visitors about the library programs.

INVITATION TO ATTEND LITTLE LEAGUE RIBBON CUTTING CEREMONY

Liaison Feliz invited the Board to the Little League ribbon cutting ceremony.

DISCUSSION/APPROVAL/DISAPPROVAL to host Food Truck events in Historic Downtown Florence, AZ.

Boardmember Mendoza shared with the Board that some of the businesses around the Anthem Community have already started a food truck night. The event takes place once a month on the second Wednesday of the month. Boardmember Mendoza wanted to inform staff as to avoid conflicting with this event.

Recreation Coordinator, Erasmo Mendivil, informed the Board that he met with the Food Truck League to discuss hosting the Food Truck Roundup on Saturday nights in Downtown Florence. Discussions are still ongoing, a schedule has not been made, but Mr. Mendivil mentioned the Food Truck Roundup would not be held on the Saturdays that the Farmer’s Market holds their

event, which is on the second and fourth Saturday of the month. Mr. Mendivil mentioned that to start, the Food Truck Roundup will be once a month on the third Saturday and if the event is a success additional Saturdays may be added. The following dates are tentative events dates that Staff gave to the League for consideration: January 21, February 18, and March 18, 2023.

Liaison Feliz mentioned the Food Truck League had decided not to charge us the \$1,000 - \$1,500 minimum as mentioned in previous meetings.

Boardmember Bracco asked about how many Food trucks can fit on the 6th Street and Main Street lot and if the Food Truck Round up is just open to the Food Truck League vendors?

Liaison Feliz stated that about seven food trucks may fit on the lot and the League is open to having local vendors participate as well.

Boardmember T. Macfie, mentioned in the previous community she lived at in Mesa, they had a food truck event that significantly grew, and it was very family oriented, and she hopes Florence can have the same success.

On motion by Boardmember Gutierrez, seconded by Boardmember Bracco, and carried (7 to 0) to approve to host Food Truck events in Historic Downtown Florence, AZ.

DEPARTMENT UPDATES – INFORMATION ONLY

Liaison Feliz mentioned staff is currently looking for judges for the Junior Parada and Hometown Holidays Parade and asked Boardmembers to email Erasmo Mendivil and Alicia Marrufo to volunteer.

CALL TO THE PUBLIC/BOARD RESPONSE

CALL TO THE PUBLIC FOR PUBLIC COMMENT ON ISSUES WITHIN THE JURISDICTION OF THE TOWN OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD. COUNCIL RULES LIMIT PUBLIC COMMENT TO THREE MINUTES. INDIVIDUAL MEMBERS MAY RESPOND TO CRITICISM MADE BY THOSE COMMENTING, MAY ASK STAFF TO REVIEW A MATTER RAISED OR MAY ASK THAT A MATTER BE PUT ON A FUTURE AGENDA. HOWEVER, MEMBERS SHALL NOT DISCUSS OR TAKE ACTION ON ANY MATTER DURING AN OPEN CALL TO THE PUBLIC UNLESS THE MATTERS ARE PROPERLY NOTICED FOR DISCUSSION AND LEGAL ACTION.

Council Liaison Kristen Rodriguez mentioned to the Board that she has an individual interested in donating paint and supplies for a mural to be painted in Florence. The location and artist will need to be obtained by the Board. The vision for the mural is to have an interactive, “Instagram ready”, background for residents and visitors to use, something like the “Angel wings” that are popular.

CALL TO THE BOARD – CURRENT EVENTS ONLY

Boardmember Mendoza asked the matter of Public Art be placed on a future agenda for further discussion and possibly finalizing a plan as she has seen a lot of public interest on this subject.

Boardmember T. Macfie expressed that public art that unites us as a community as she has observed a separation of “Anthem” and “Historic Florence” in meetings and in public interactions would be amazing along with the Food Truck events for our Community.

ADJOURNMENT

On motion by Boardmember Leaman, seconded by Boardmember T. Macfie, and carried (7-0) to adjourn the meeting at 6:29 P.M.

Approved:

David Lewis, Board Chair

TOWN OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD

MINUTES OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD REGULAR MEETING HELD ON THURSDAY, JANUARY 12, 2023, AT 6:00 P.M.

CALL TO ORDER

Chair Lewis called the meeting to order at 6:00 P.M.

ROLL CALL:

Present: Chair Lewis, Vice-Chair Davis, Boardmember Bracco, Boardmember Hagemann, Boardmember Leaman, Boardmember H. Macfie, Boardmember T. Macfie, Boardmember Mendoza

Absent: Boardmember Gutierrez

PLEDGE OF ALLEGIANCE

Chair Lewis led the Pledge of Allegiance.

DISCUSSION/APPROVAL/DISAPPROVAL to recommend the FY24 Community Services Capital Improvement Project (CIP) items to the Florence Town Council

Liaison Feliz went over the CIP items that the Department has generated for Council consideration for the new fiscal year. Some of the items listed were trail work and interpretive signage at Poston Butte Preserve, mini excavator for Park Maintenance, new bleachers, fence repairs, and improvements to the sand volleyball courts at Heritage Park, skate park furnishing improvements, new location or structure for Park Maintenance shop, decomposed granite at parks and facilities, installation of synthetic turf at Territory Square centers (Library and Community Center and Aquatic Center), utility vehicle for Community Services staff, removal and relocation of IT Building, update fitness equipment, and the addition of hydration stations.

Liaison Feliz advised Boardmembers to attend Council meetings and during the call to public they can voice their opinions on CIP items.

On motion by Boardmember Hagemann, seconded by Vice-Chair Davis, and carried (8 to 0) to approve to recommend the FY24 Community Services Improvement Project (CIP) items to the Florence Town Council.

DISCUSSION/APPROVAL/DISAPPROVAL to continue to allow in-person and Zoom meeting options for the Community Services Advisory Board

Liaison Feliz asked the Board for their opinions on continuing to allow both in-person and Zoom meeting options for future Community Services Advisory Board meetings.

Boardmember Hagemann stated that having the hybrid meeting options will help greatly for members that are unable to attend in person.

Boardmember Mendoza stated that having the flexibility to still attend the meeting when issues arise like family members are ill, or someone is having car trouble having the ability to still attend the meeting virtually is very helpful.

Boardmember T. Macfie mentioned that the Zoom program has the option for closed captioning as well as audio.

On motion by Vice-Chair Davis, seconded by Boardmember T. Macfie, and carried (8 to 0) to continue to allow in person and Zoom meeting options for the Community Services Advisory Board.

DISCUSSION/APPROVAL/DISAPPROVAL to managing the Food Truck Roundup events internally

Liaison Feliz updated the Board on the Food Truck Roundup events. The last time Liaison Feliz spoke to the Board about the conversations that staff were having with the Food Truck League, she informed the Board that the vendors were not going to be requesting a \$1,500 guarantee payment per night. In short, if the vendor doesn't generate \$1,500 in revenue per evening, then the Town will have to supplement the funds. Upon review, Liaison Feliz advises the Board to have staff manage the Food Truck events internally.

Vice-Chair Davis asked if the League was requesting \$1,500 per event or per truck and if managing internally will be feasible with staff wages being spent to coordinate these events. Liaison Feliz clarified that the \$1,500 would be per truck/per event and that coordinating the event internally wouldn't be an issue as far as the wages, but it will be a greater workload for the Coordinator.

On motion by Boardmember Mendoza, seconded by Boardmember Bracco, and carried (8 to 0) to approve for the Food Truck Roundup events to be managed internally.

DEPARTMENT UPDATES – INFORMATION ONLY

Liaison Feliz asked the Board if anyone is interested in volunteering at the 37th Annual Historic Florence Home Tour; there are two shifts 9:30 am – 1 pm and 12:30 pm – 4 pm. Staff and homeowner may provide historical data on the homes. There is also a volunteer meeting/training.

Liaison Feliz mentioned the Community Services Department had their staff retreat after a two year pause on January 10th. Liaison Feliz stated that 22 staff attended, each division collaborated with Mission, Vision, and Values statements. It was a fun, informative retreat and even though the mission statement was not completed, liaison Feliz anticipates it will be soon.

Liaison Feliz informed the Board that she had asked to step down as Community Services Director and resume her role as the Recreation Superintendent. Ms. Feliz's ultimate goal is to be the Community Services Director again, but she believes there is still a lot of growth and knowledge she needs to obtain to better serve her community.

CALL TO THE PUBLIC/BOARD RESPONSE

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CALL TO THE BOARD – CURRENT EVENTS ONLY

Boardmember Mendoza asked to put the mural discussion and Color Run event on a future agenda.

Boardmember Leaman suggested the Town online calendar doesn't list all the events that are going on in town and believes that is a missed opportunity for the public, and businesses to have that information available.

Chair Lewis mentioned he had a lot of fun being Santa Claus for the Santa Calls participants. Chair Lewis would like to bring back the Home Holiday Decorating contest for this year.

Boardmember Leaman mentioned that the Christmas parade was awesome, she was amazed on how many people were present.

ADJOURNMENT

On motion by Boardmember Mendoza, seconded by Boardmember Hagemann, and carried (8-0) to adjourn the meeting at 7:09 P.M.

Approved:

David Lewis, Board Chair

TOWN OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD

MINUTES OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD REGULAR MEETING HELD ON THURSDAY, FEBRUARY 9, 2023, AT 6:00 P.M.

CALL TO ORDER

Chair David Lewis called the meeting to order at 6:00 P.M.

ROLL CALL:

Present: Chair Lewis, Vice-Chair Davis, Boardmember Bracco, Boardmember Gutierrez, Boardmember Leaman, Boardmember H. Macfie, Boardmember T. Macfie,
* *Boardmember Mendoza arrived at 6:03 pm*

Absent: Boardmember Hagemann

PLEDGE OF ALLEGIANCE

Chair Lewis led the Pledge of Allegiance.

DISCUSSION OF THE FLORENCE MURAL PROGRAM

Liaison Feliz asked the Board for further information on the mural program. Ms. Feliz asked if the Board is still interested in moving forward with the program and if so, what ideas, locations, artist recommendations or know of other municipalities that have a mural program that we can reference.

Chair Lewis stated he believes the mural program is a good idea and he would like to see one or two murals in the Downtown area.

Boardmember Gutierrez mentioned that in previous meetings, the discussions seem to lead to more social media ready murals for example the angel wings, but he couldn't think of a location where something like this will work.

Boardmember Mendoza mentioned she liked the idea if the skate park is built, maybe incorporate a mural wall.

Boardmember Gutierrez suggested staff reach out to local business owners and see if there is any interest for their business to have a mural painted on their building. Having murals on buildings will get people to walk through Main Street and visit the businesses.

Boardmember Leaman suggested instead of the angel wings, possibly doing a cowboy or old west theme or preferably something more historic or specific to Florence.

Boardmember T. Macfie suggested a mural of a scene from a movie that was filmed in Florence.

Council Liaison Buccellato mentioned the Community of Williams, Arizona capitalizing on Route 66, it's what they are known for, and they have many visitors.

Boardmember Mendoza suggested that each Boardmember submit their ideas and artist information at the next meeting.

Liaison Feliz stated that she would prefer Staff put together a Public Art Policy and Procedure before we can move forward with any planning, but it may take some time as staff will research other municipalities mural programs.

DEPARTMENT UPDATES – INFORMATION ONLY

Liaison Feliz mentioned the Town had the Community Betterment Program assist in cleaning out some brush from town facilities, and they did an amazing job and appreciate the assistance.

The Library Manager, Lisa Lewis, informed the Board that the library applied for four different grants and two of the four have been awarded. One of the grants was a partnership with University of Arizona for \$5,000 which helped start the Women and Self-Care program. The other grant was from the Network of the National Libraries of Medicine for \$20,000 to expand our healthy lifestyle programming and having cooking demos at the library. Another grant the library applied for was with the Arizona State Library and the \$35,000 funding is coming from the Institute of Museum and Library Services, if awarded, the funding will be used to start a homeschool collection, for families that homeschool, and a partnership with the University of Arizona Extension for a greenhouse at the Community Garden and other gardening programs and supplies.

CALL TO THE PUBLIC/BOARD RESPONSE

CALL TO THE PUBLIC FOR PUBLIC COMMENT ON ISSUES WITHIN THE JURISDICTION OF THE TOWN OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD. COUNCIL RULES LIMIT PUBLIC COMMENT TO THREE MINUTES. INDIVIDUAL MEMBERS MAY RESPOND TO CRITICISM MADE BY THOSE COMMENTING, MAY ASK STAFF TO REVIEW A MATTER RAISED OR MAY ASK THAT A MATTER BE PUT ON A FUTURE AGENDA. HOWEVER, MEMBERS SHALL NOT DISCUSS OR TAKE ACTION ON ANY MATTER DURING AN OPEN CALL TO THE PUBLIC UNLESS THE MATTERS ARE PROPERLY NOTICED FOR DISCUSSION AND LEGAL ACTION.

CALL TO THE BOARD – CURRENT EVENTS ONLY

Boardmember Leaman asked to have the Special Event process put on the next agenda, so she can have a better understanding of what it all entails. Also, Boardmember Leaman would like to

get feedback about the CIP budget and what can Boardmembers do to speak to Council and promote our projects.

Boardmember Gutierrez asked if the StoryWalk story will be changed out.

Mr. Lewis stated that the story will be replaced soon.

ADJOURNAMENT

On motion by Boardmember Gutierrez, seconded by Boardmember Mendoza, and carried (8-0) to adjourn the meeting at 6:25 P.M.

Approved:

David Lewis, Board Chair



**TOWN OF FLORENCE
COMMUNITY SERVICES
ADVISORY COMMITTEE
ACTION FORM**

**AGENDA ITEM
4b.**

MEETING DATE: June 8, 2023

DEPARTMENT: Community Services

STAFF PRESENTER: Paul King, Community Services Director

SUBJECT: Introduction of the New Community Services
Director

- Action
- Information Only
- Public Hearing
- Resolution
- Ordinance
 - Regulatory
 - 1st Reading
 - 2nd Reading
- Other

STRATEGIC PLAN REFERENCE

- Community Vitality
- Economic Prosperity
- Leadership and Governance
- Partnerships and Relationships
- Public Safety
- Transportation and Infrastructure
- Statutory
- None

RECOMMENDED MOTION/ACTION:

N/A

BACKGROUND/DISCUSSION:

Paul is a certified Park and Recreation Professional with a Bachelor of Science degree in Parks and Recreation Resource Management from Colorado Mesa University in Grand Junction, Colorado and has over 26 years of full-time experience in municipal parks and recreation management. Paul is excited to be a part of bringing quality of life programs, events, and experiences to the Florence community and excited to help the town of Florence Community Services team through his experience in managing Parks operations, Recreation facilities and amenities, project management, personnel management and developing efficiency improvements.

A VOTE OF NO WOULD MEAN:

N/A

A VOTE OF YES WOULD MEAN:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

N/A



**TOWN OF FLORENCE
COMMUNITY SERVICES
ADVISORY COMMITTEE
ACTION FORM**

**AGENDA ITEM
4c.**

MEETING DATE: June 8, 2023

DEPARTMENT: Community Services

STAFF PRESENTER: Alison Feliz, Recreation Superintendent

SUBJECT: Public Art Request Application

- Action**
- Information Only**
- Public Hearing**
- Resolution**
- Ordinance**
 - Regulatory**
 - 1st Reading**
 - 2nd Reading**
- Other**

STRATEGIC PLAN REFERENCE

- Community Vitality
- Economic Prosperity
- Leadership and Governance
- Partnerships and Relationships
- Public Safety
- Transportation and Infrastructure
- Statutory
- None

RECOMMENDED MOTION/ACTION:

Discussion/Approval/Disapproval of the public art request application

BACKGROUND/DISCUSSION:

Following the conversation on the Public Art Policy, the Community Services Advisory Board suggested that the Recreation Division create an application for the public to request art on their property. With the input and suggestions from the board, the Recreation Division created the Public Art Request application. With this application the public can request artwork to be included on their property. The application includes specifics such as dimensions of the space available, a photo of the space, material, type of artwork requested, and why the area would benefit from a public art installation.

A VOTE OF NO WOULD MEAN:

The Recreation Division will not use the Public Art Request Application

A VOTE OF YES WOULD MEAN:

The Recreation Division will utilize the Public Art Request Application

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

Public Art Request Application



Community Services Public Art Request Application

Applicant Name: _____

Phone: _____ Email: _____

Applicant Address: _____

City: _____ State: _____ Zip Code: _____

Requested Public Art Location/Address: _____

1. Select the variety of requested public art (circle one):

Sculpture Mural Mixed Media Other: _____

2. Requested public artwork dimensions (include units): _____

3. Provide a brief description of the requested public art piece.

4. Explain why this location needs or would benefit from a public art installation.

- Please attach the following upon application submittal:
 - Photo of requested public art location

Please submit completed application and photo attachment:

Paige Gangloff
Recreation Coordinator
Paige.gangloff@florenceaz.gov
(520) 868-8329



MEMORANDUM

To: Town Manager
From: Paul King, Community Services Director
Date: June 5, 2023
Re: June 2023 Department Report

Upcoming Events/Programs:

Date	Time	Event	Host	Venue
Continuous	3:00 pm 3rd Wednesday	Anime Club	Library Division	Library
Continuous	Tuesdays 11:00 am	Storytime	Library Division	Library
Continuous	10:00 am	Tech Time	Library Division	Library
Continuous	4th Wed 11:00 am	Homeschool Happenings	Library Division	Library
Continuous	Fridays 10:00 am	Baby Sensory Time	Library Division	Library
Continuous	4:00 pm	Tween Time	Library Division	Library
Continuous	4:00 pm	Teen Time	Library Division	Library
Continuous	4:00 pm	GED Classes	Library Division	Library
Continuous	5:00 pm	AZ Speaks	Library Division	Library
Continuous	2:00 pm Wednesday	Early Release Programs	Library Division	Library
Continuous	12:30 pm	D & D Club	Library Division	Library
Continuous	10:00 am	Geri - Fit	Library Division	Library

Continuous	11:00 am	Adult Craft	Library Division	Library
Continuous	Wednesdays 7:00 am	Biscuits & Gravy	Senior Division	Senior Center
Continuous	Mon-Fri 9am	Cards/Games and Wii Bowling	Senior Division	Senior Center
Continuous	Thursdays	Bingo	Senior Division	Senior Center
Continuous	Tue & Fri	Exercise	Senior Division	Senior Center
Continuous	Mon-Fri 9am	Walk the block Club	Senior Division	Senior Center
Continuous	2nd & 4th Wed at 12:30 pm	Cornhole	Senior Division	Senior Center
Continuous	Tue 5:30 pm	Los Pequeños	Recreation Division	Community Center
Continuous	Mon & Wed 5:45 pm	ZUMBA	Recreation Division	Community Center
Continuous	Tue & Thu 6:45 pm	Crouching Tiger Martial Arts	Recreation Division	Community Center
2nd and 4th Sat each month	8:00 am - 12:00 pm	Farmer's Market	Greater Florence Chamber of Commerce	McFarland State Park
3rd Fridays of the month October-April	5:00 pm	3rd Fridays	Greater Florence Chamber of Commerce	Downtown Historic Main Street
Tuesdays, Wednesdays, Thursdays, & Saturdays May 23rd to July 15th	4:30pm to 6:30pm Practices(T,W,TH) 8am to 12:30pm Meets (Sat)	Shark Swim Team	Recreation Division	Aquatic Center
Thursday, June 1st	6pm to 8pm	Teen night at the aquatic Center- Summer Kickoff	Recreation Division	Aquatic Center

		2023		
Saturday, June 10th	11am to 12pm	Junior Lifeguard Mock interview and Pre Qualification test	Recreation Division	Aquatic Center
Tuesdays- Thursdays, June 6th-15th and June 20th- 29th	Morning and Evenings Times Vary	Swim Lessons (2 sessions)	Recreation Division	Aquatic Center
Fridays, June 2nd- July 14th	6pm to 8pm	Family Friday Nights at the Aquatic Center	Recreation Division	Aquatic Center
Tuesday, July 4th	1pm to 5pm	Freedom Fest Pool Party	Recreation Division	Aquatic Center
Tuesdays and Thursdays	Varies	Jr NBA Youth Basketball	Recreation Division	FK8 Gym
Friday, June 16	5pm to 8:45pm	Teen Extreme Night	Recreation Division	Heritage Park
Tuesday, July 4	5pm to 9:00pm	Freedom Fest	Recreation Division	Territory Square Multi Purpose Fields

Project Updates:

None

Community Services Boards:

- The Community Services Advisory board next regular meeting date is June 8, 2023
- The Charles Whitlow Rodeo Grounds Advisory Board regular meeting is scheduled for June 22, 2023

Park Maintenance Division Report

Community Betterment:

-

Recreation Division Report

Recreation/Aquatics/Special Events Programs

Activity	Sales	Participants	Revenue	Notes
R.E.C.Club Before and After	50	78	\$999.02	
Summer Intersession	222	45	\$12,276.81	
Crouching Tiger Martial Arts	31	24	\$1,550	
Los Pequeños	n/a	n/a	n/a	No Longer Our Program
ZUMBA	13	13	\$325	
Aquatic Center Membership	24	24	\$1,410.86	
Sharks Swim Team	45	89	\$1,405	Pre-registered
Junior Lifeguard	2	2	\$0	Free Program
Swim Lessons (Morning)	97	201	\$1,890	Pre-registered
Swim Lessons (Evening)	99	160	\$1,655	Pre-registered
Jr NBA Youth Basketball	27	124	\$840	Pre-registered
Jr NFL Youth Football	5	12	\$245	Pre-registered
Durable Medical		16		Free Program

Equipment				
Teen Extreme Night	62 Pre Registered for Event 3 Resource Vendors	TBD	N/A	Free Event
Freedom Fest	7 Food Vendors 3 Non Food Vendors as of 6/7	TBD	N/A	Free Event

Facility Use Permits

Number of Facility Use Permits	Number of Bookings	Generated Revenue
38	138	\$1,240.00

Fitness Center – Membership Package

Fitness Package	Sales	Total	Revenue
Employee Membership	7		Free
Adult - Monthly	233		\$4,580
Adult -Six Months	5		\$495
Adult - 12 Months	3		\$594
Senior/Youth - Monthly	109		\$1,378
Senior/Youth - Six Months	4		\$264
Senior/Youth - 12 Months	2		\$264
Drop-In Fitness	2		\$12

Miscellaneous Fees	0		\$0
Refund	0		\$0
Monthly Total			\$7,587

- Estimated member visits throughout the month: **2,373**
 - 1,948 visits from 5am to 7:29pm
 - 425 visits from 8pm to 4:49am

Senior Center Division Report

Programming Highlights:

- July 4th Indoor BBQ Picnic and Patriotic Bingo
- Lunch Date-At local restaurant to support local Business- LB INN June 24
- Thrift Store Shopping Spree-June 14th
- Mixing up Memories-Prepare Seniors Favorite Childhood “Memory”

Activity	Total Participants
Alzheimer's Support Group	6
Assist seniors with DES applications/end of life arrangements, etc.	10
Assisted walking Club with Leo	26
Bingo	266
Birthday Cards	8
Biscuits & Gravy	246
Hot Topics - Senior Meeting	18
Building Use	1,171
Friday Movies	15
Congregate meals at Center	518
Coolidge Shopping	4
Cornhole	6
Craft Class	7
Delivered Food Boxes to vulnerable seniors	15
Dollar Store	3
Dinner Club - Cracker Barrel	10
Exercise with Rhoda	47
Friday's hot meal provided by Staff	105
Games/Shuffleboard/Pool/Bunko/WII Bowling	220
Grief Support Group	21
Healthy Eating/Nutritional Information Provided - Lou	15
New Senior enrollment	05

Public Computer use	21
Tech Time	04
Safeway Anthem Shopping/errands performed by staff	3
Health for Life - Esmeralda	10
Healthy Bingo - Adela	8
Wii Bowling	92
Lavender Farm Trip	27
Mother's Day Celebration	39
Volunteer Hours	14/224.5 volunteer hours

Accomplishments:

- Traveled **1,105 miles** in combination with **489** trips. Performed **10** additional errands for seniors and had **255 van** riders for the month of April.
- The Give-A-Lift program provided **17** clients with Priority Medical outings resulting in 75 total trips, **34.50** hours, and **581** additional transportation miles. These trips were provided by **1** Give-A-Lift employee.

Library Division Report

Highlights: May highlights: The library held two Maker Space Certification workshops in May. The workshop showed participants how to use the different equipment in the maker space so they are able to use the equipment for personal projects. We had a total of 27 people who participated. Our first annual Mommy, Me & Tea program was held on May 13th and was very successful. The library was awarded three grants for projects that will begin in the new fiscal

year. \$4,000 LSTA Grant to develop a Homeschool Collection, \$23,000 LSTA Grant to bring Citizen Science programming to the library and a \$20,000 grant from the National Network of Libraries of Medicine to start a Healthy Living Program.

May Statistics

- 4,614 total items circulated
- 85 library cards were issued
- 343 computer sessions were held
- 333 total items were placed on hold
- 1,733 wireless sessions were held
- 5,738 user visits
- 446 person(s) attended 37 in-person program(s)
- 82 person(s) participated in passive program(s)

May Programs

5/2/2023	Geri-Fit
5/2/2023	Storytime
5/3/2023	Picking Up STEAM
5/3/2023	Maker Space Certification Workshop
5/4/2023	Geri-Fit
5/4/2023	Shake It Up Baby
5/4/2023	Tween Time
5/5/2023	Baby Sensory Time
5/5/2023	Tech Time
5/9/2023	Geri-Fit
5/9/2023	Storytime
5/9/2023	Tech Time
5/10/2023	Picking Up STEAM
5/11/2023	Geri-Fit

5/12/2023	Baby Sensory Time
5/13/2023	Mommy, Me & Tea
5/16/2023	Geri-Fit
5/16/2023	Storytime
5/16/2023	Creative Cahoots (Adult Program)
5/17/2023	Picking Up STEAM
5/18/2023	Geri-Fit
5/18/2023	Teen Time
5/19/2023	Baby Sensory Time
5/19/2023	Family Pizza Party
5/19/2023	Women & Self-Care
5/23/2023	Geri-Fit
5/23/2023	Storytime
5/24/2023	Homeschool Happenings
5/24/2023	Picking Up STEAM
5/24/2023	Maker Space Certification Workshop
5/25/2023	Geri-Fit
5/25/2023	Shake It Up Baby
5/26/2023	Baby Sensory Time
5/30/2023	Geri-Fit
5/30/2023	Storytime