

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

Boardmember Leaman
Boardmember Bracco
Boardmember Hitchcock
Boardmember Gutierrez
Boardmember Little
Boardmember Jaimes
Boardmember Smith
Boardmember Ezzai
Boardmember Fedor, Youth Liaison



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

Thursday, October 9, 2025

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, October 9, 2025, at 6:00 p.m. at the Town of Florence Community Center, 778 N. Main Street, Florence, AZ.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PRESENTATION**
 - a. Summer Aquatic Season – Jonathan Wubbena
- 5. NEW BUSINESS**
 - a. Discussion/Approval/Disapproval of Recommendation of regular meeting minutes of September 11, 2025
 - b. Discussion/Update of Community Services Capital Improvement Projects for Fiscal Year 25/26 (Jarod Thiele and Paul King)
 - c. Discussion/Update of the Community Services Advisory Board FY26 Goals (Paul King)
- 6. DIRECTOR'S UPDATE**
 - a. Discussion/Update of monthly activities and updates in the Community Services Department (Paul King)
- 7. 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.

8. CALL TO THE BOARD – CURRENT EVENTS ONLY

9. ADJOURNMENT

POSTED THIS 3RD DAY OF OCTOBER 2025, BY IAN NEWCOMB, DEPUTY TOWN CLERK, AT 775 NORTH MAIN STREET, FLORENCE, ARIZONA, AND AT WWW.FLORENCEAZ.GOV.

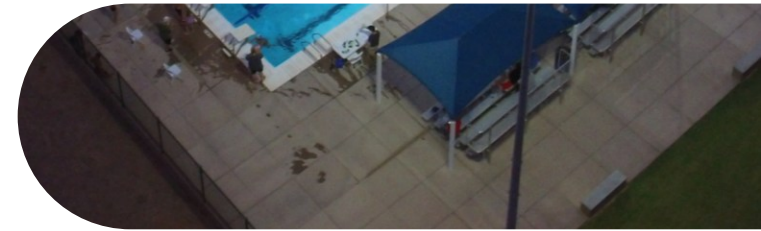
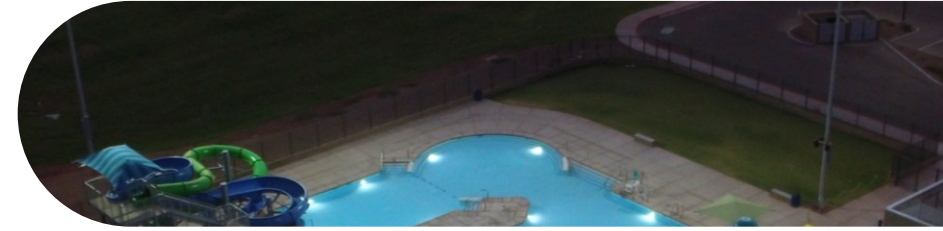
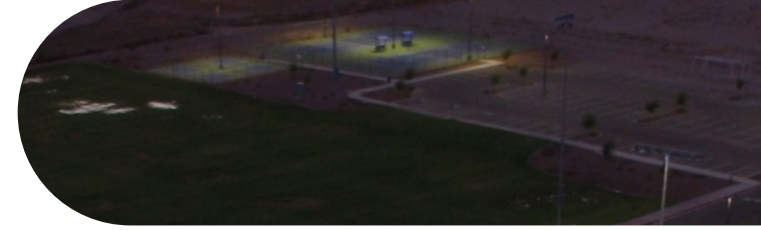
*****PURSUANT TO TITLE II OF THE AMERICANS WITH DISABILITIES ACT (ADA), THE TOWN OF FLORENCE DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY REGARDING ADMISSION TO PUBLIC MEETINGS. PERSONS WITH A DISABILITY MAY REQUEST REASONABLE ACCOMMODATIONS BY CONTACTING THE TOWN OF FLORENCE ADA COORDINATOR, AT (520) 868-8300 OR 711 TDD. REQUESTS SHOULD BE MADE AS EARLY AS POSSIBLE TO ALLOW TIME TO ARRANGE THE ACCOMMODATION. *****



FLORENCE AQUATIC CENTER 2025 SEASON

Jonathan Wubbena

October 9th, 2025



Moments and Memories



Aquatic Center Usage – 305 Hours / 11,509 Participants

Operation	Available Hours	Total Participants	Revenue	Staff/Volunteer Hours
Open Swim	231	10,063	\$27,812.00	5,117
Swimming Lessons	24	258	\$5,160.00	720
Sharks Swim Team	48	71	\$3,550.00	208
Junior Lifeguard	6	2	\$0.00	6
Opening Day	4	280	\$0.00	85
Memorial Day	4	241	\$658.00	85
Freedom Fest	4	487	\$0.00	162
Labor Day	4	107	\$280.00	85
10 th Anniversary	3	92	\$0.00	68
Teen Nights	5	87	\$176.00	119



Usage Comparisons – 2024 VS 2025

2024

Operation	Total Participants	Revenue
Open Swim	10,256	\$28,396.00
Swimming Lessons	365	\$7,300.00
Sharks Swim Team	77	\$3,850
Junior Lifeguard	2	\$0.00
Opening Day	315	\$0.00
Memorial Day	401	\$1,108.00
Freedom Fest	-	-
Labor Day	121	\$336.00
Teen Nights	126	\$256.00

2025

Operation	Total Participants	Revenue
Open Swim	10,063	\$27,812.00
Swimming Lessons	258	\$5,160.00
Sharks Swim Team	71	\$3,550.00
Junior Lifeguard	2	\$0.00
Opening Day	280	\$0.00
Memorial Day	241	\$658.00
Freedom Fest	487	\$0.00
Labor Day	107	\$280.00
Teen Nights	87	\$176.00





Looking Ahead

- Community Survey and Needs Assessment
- Capitol Improvement Projects
 - Plaster
 - Painting
 - Fencing
 - Turf
- Goals
 - Increased Recruitment
 - Raising Standard of Care





THANK

YOU!

Jonathan Wubbena

(520) 868-8329

Jonathan.Wubbena@florenceaz.gov

<https://www.florenceaz.gov/parks-and-recreation/>

TOWN OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD

MINUTES OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD REGULAR MEETING HELD ON THURSDAY, SEPTEMBER 11, 2025, AT 6:00 P.M.

CALL TO ORDER

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

ROLL CALL:

Present: Chair Leaman, Vice-Chair Bracco, Boardmember Hitchcock, Boardmember Jaimes, Boardmember Smith, Boardmember Ezzai, Boardmember Gutierrez, Youth Liaison Fedor

Absent: Boardmember Little

PLEDGE OF ALLEGIANCE

Chair Leaman led the Pledge of Allegiance.

HOME TOUR UPDATE – KYLE WRIGHT

Kyle Wright, Recreation Coordinator for the Town of Florence Community Services Department presented to the Board on the 2026 Historic Home Tour themed "From the Frontier with Love" on February 14th from 10 AM to 4 PM in downtown Main Street. The House Committee has secured six houses for the tour, including the John Club, Bob Miller House, Kathy Adams House, Clark House, CG Valley News Window, and the 1891 Second Courthouse. The event aims to attract 1,500 to 2,000 visitors and will feature trolley transportation, retail vendors, interactive booths, and demonstrations of old-time crafts and food preparation. Kyle asked the Boardmembers to provide feedback and ideas to enhance the event's success.

The Board discussed ways to enhance Florence's historic home tour and highlighted the town's history and culture. Ideas included storytelling, historical reenactments, drama club performances, and interactive activities for children. They suggested involving local families, schools, volunteers, and businesses to help manage events such as gold panning, building projects, and scavenger hunts.

To encourage visitors to stay longer, the Board proposed spreading attractions across downtown, incorporating sites like the courthouse, old restaurants, and the Jacob Sutter House. They also considered themed experiences, such as photo stations with Western costumes, Titanic-style name badges, wax museum displays, and cardboard cutouts of historical figures.

Family-friendly options were a key focus. The Board discussed balancing activities for children with homeowners' concerns. One proposal was to create a supervised "kid zone" on Main Street, with limited child activities offered at select homes.

The Board emphasized the importance of volunteers, possibly including members of the former 1800 Club, to help manage stations and role-play historical characters. They also suggested engaging couples with Valentine's Day themes, using interactive photo opportunities, and partnering with groups like the Heritage Foundation to promote the event through social media.

Overall, the goal is to create a dynamic, family-friendly home tour that showcases Florence's history while encouraging visitors to explore multiple locations downtown.

Kyle expressed his appreciation to the Boardmembers for their feedback and stated that he would present the ideas to staff for consideration and potential inclusion in the event.

DISCUSSION/APPROVAL/DISAPPROVAL OF RECOMMENDATION OF MINUTES OF AUGUST 21, 2025, SPECIAL MEETING

On motion by Vice-Chair Bracco, seconded by Boardmember Ezzai, and carried (8-0) to approve the minutes of August 21, 2025, special meeting

DISCUSSION AND UPDATE OF THE COMMUNITY SERVICES ADVISORY BOARD FY26 GOALS

Wildflower Project:

Liaison King discussed challenges related to town rights-of-way and maintenance, and requested the Board consider Poston Butte as an alternative location.

Javelina Project:

Boardmember Jaimes reported that the Javelina Project remains in production at the Art Center.

Teen Center:

Liaison King reported on the recent Pajama Party event at the Senior Center, noting strong attendance and positive feedback.

Shade at Little League Park:

Liaison King reported that the shade structure over the Little League bleachers has been completed.

Founder's Day:

Liaison King reported that the Founder's Day celebration will be incorporated into the Historic Home Tour scheduled for February.

DISCUSSION/UPDATE OF MONTHLY ACTIVITIES AND UPDATES IN THE COMMUNITY SERVICES DEPARTMENT

Liaison King updated the Board on field maintenance and overseeding plans for various parks in the area. Numerous capital improvement projects are underway and briefly update the Board of the signage project for the Charles Whitlow Rodeo Grounds.

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.

No public comment.

CALL TO THE BOARD – CURRENT EVENTS ONLY

Chair Leaman expressed excitement for the upcoming Home Tour and appreciation for the creativity and ideas shared by the Board.

Boardmember Ezzai commented on the value of presenting the recent library renovations and updates to the Florence Unified School District. Ezzai noted that a prior presentation had been made before the renovations and suggested that staff provide an updated presentation to showcase the improvements and available resources for students. Ezzai emphasized that the library provides a safe space and valuable opportunities for youth, and expressed support for ensuring the district is informed of these enhancements. Boardmember Ezzai also expressed enthusiasm for the teen events and the collaborative efforts to promote them. Ezzai stated support for the continuation of the program and indicated a willingness to assist in sharing information. Ezzai emphasized the importance of providing activities that engage teens.

Boardmember Hitchcock expressed enthusiasm for the upcoming year and support for increased collaboration between the library and local schools. She noted that many schools outside the immediate area may not be aware of the valuable programs the library offers, and expanding outreach could help engage more families.

Boardmember Hitchcock also mentioned the Charles Whitlow Rodeo Grounds Advisory Board approved the signage for the Rodeo Grounds that will be presented to Council, and she expressed excitement about that development.

Boardmember Hitchcock highlighted the large number of events scheduled at the rodeo grounds this year—66 in total—and encouraged everyone to attend and help promote them. Ms. Hitchcock specifically noted that barrel racing events take place on Thursdays. She concluded by encouraging families to participate in these community events, emphasizing the many exciting activities taking place at the rodeo grounds.

Boardmember Smith expressed enthusiasm for the many upcoming events and appreciation for the collaborative nature of the board. She highlighted how board members are able to openly share and exchange ideas in a welcoming and supportive environment. While some ideas may be met with humor, she emphasized that all contributions are valued. She noted that this positive atmosphere allows small concepts—often beginning as simple bullet points—to grow into impactful, well-developed initiatives.

Boardmember Gutierrez commented that it is encouraging to see the Board’s goals actively progressing. He noted that several initiatives are moving forward, including Javelina public art, ongoing teen center programming, and the installation of shade structures at the Little League fields, something he believes will be especially appreciated by parents. He expressed pride in being part of the board, stating that it’s rewarding to see continued momentum and ongoing accomplishments.

Vice Chair Bracco encouraged the Board to volunteer for the Annual Florence Makes a Difference Day, that will be hosted on October 18th.

Boardmember Jaimes agreed with the previous comments and thanked fellow board members for their energy and creativity, recognizing the collaborative efforts that drive progress.

Council Liaison Buccellato stated she signed up for Make a Difference Day and shared her past experiences helping veterans.

Youth Liaison Fedor shared his excitement for the upcoming Home Tour. He mentioned that although he attended the event a few years ago, he had not returned, assuming it would be the same. However, he now sees the effort being made to expand and diversify the event and expressed his enthusiasm for attending this year. He also expressed his appreciation for the opportunity to participate, stating he was excited about being involved and thanked the board for including him.

Liaison King informed the Board of the Community Center and Pool 10-Year Anniversary event scheduled for September 20, which will include demonstrations and program highlights.

ADJOURNAMENT

On motion by Boardmember Gutierrez, seconded by Boardmember Hitchcock, and carried (8-0) to adjourn the meeting at 7:05 P.M.

Approved:

Kathleen Leaman, Board Chair



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

**AGENDA ITEM
5a.**

MEETING DATE: October 9, 2025

DEPARTMENT: Community Services

STAFF PRESENTER: Paul King, Community Services Director; Jarod Thiele, Admin Project Manager

SUBJECT: Fiscal Year 2026 CIP Project Update

- Action
- Information Only
- Public Hearing
- Resolution
- Ordinance
- Bid Docs on File
- Other

RECOMMENDED MOTION/ACTION:

Not Applicable

BACKGROUND/DISCUSSION:

The Fiscal Year 2026 Capital Improvement Plan has projects assigned to the Community Services Department. Staff will review capital project highlights and status as of the end of the first quarter of the FY.

A VOTE OF NO WOULD MEAN:

Not Applicable

A VOTE OF YES WOULD MEAN:

Not Applicable

FINANCIAL IMPACT:

Fund Name: Not Applicable

Contract Amount: Not Applicable

Contingency Amount: Not Applicable

Total Requested Amount: Not Applicable

FY 26 Budgeted Item: Not Applicable

FY 26 Budgeted Amount: Not Applicable

GL Code: Not Applicable

TOF Contract Number: Not Applicable

ATTACHMENTS:

Community Services FY 26 CIP project list

Community Services CIP Projects - FY26

PROJECT		BUDGET
1	POC-52 Aquatic Center Perimeter Fence	\$ 50,000.00
2	POC-76 Aquatic Center Slide Resurfacing	\$ 26,000.00
3	POC-77 Aquatic Center Pool Plaster	\$ 450,000.00
4	POC-71 Cemetery - Landscape Design	\$ 25,000.00
5	POC-81 HP Restripe Parking lot	\$ 39,500.00
6	POC-44 HP Shade for Swings	\$ 50,000.00
7	POC-51 HP Soccer/Football Field Renovations	\$ 23,000.00
8	POC-079 High Profile Parking Lot	\$ 74,000.00
9	POC-57 Main Street Park Re-Design	\$ 60,000.00
10	POC-48 Maintenance Building/Shop	\$ 100,000.00
11	POC-54 Mini Storage	\$ 175,000.00
12	POC-80 Parking Lot Repairs	\$ 36,000.00
13	POC-59 Security Lights	\$ 160,000.00
14	POC-58 Synthetic Turf	\$ 176,000.00
15	POC-50 Rodeo Grounds Master Plan	\$ 75,000.00
16	POC-26 Trails - CAP Development	\$ 103,000.00
17	POC-73 Trails - Poston Butte East	\$ 25,000.00
18	POC-72 Trails - Poston Butte Signage	\$ 68,000.00
19	Main Street Park Restrooms	\$ 125,000.00
EQUIPMENT		
20	Aquatic Chaise Lounge Chairs	\$ 31,000.00
21	Fitness Center - Equipment Replacement	\$ 51,000.00
22	Library - RFID System	\$ 57,000.00
23	LL - Shade over Bleachers	\$ 145,000
24	Parks - Special Event mobile fencing	\$ 10,000.00
25	Parks - Pickleball Court Net System	\$ 8,000.00
26	Parks - Turf Aerator	\$ 14,000.00
27	Parks - Turf Vacuum	\$ 12,500.00
28	Vehicle - Bucket Truck	\$ 250,000.00
29	Vehicle - Rec Passenger Van	\$ 48,000.00
30	Vehicle - Parks 2500 Truck	\$ 55,000.00
31	Vehicle - Parks Tractor	\$ 92,000.00
32	Library Flooring - Facilities project CS is PMing	\$ 67,000.00
33	DG needed for Cemetery roads	\$ 45,000.00
34	Phase II Heritage playground - swings	
36	Well site constructed at Rodeo Grounds	
37	Fire Truck Shade	
38	J Lopez Monument Sign	



TOWN OF FLORENCE COMMUNITY SERVICES ADVISORY BOARD ACTION FORM

AGENDA ITEM 5b.

MEETING DATE: October 7, 2025

DEPARTMENT: Community Services

STAFF PRESENTER: Paul King, Community Services Director

SUBJECT: Community Services Advisory Board FY26 Goals Update

- Action
- Information Only
- Public Hearing
- Resolution
- Ordinance
- Bid Docs on File
- Other

RECOMMENDED MOTION/ACTION:

Not Applicable

BACKGROUND/DISCUSSION:

Staff will discuss the progress on the FY26 Community Services Advisory Board goals. Staff will collect feedback from board members on items discussed:

1. Wildflower Project

Staff are investigating options for permission to plant seeds in Poston Bute Preserve.

2. Javelina Project

Two javelina sculptures, generously donated by CSAB members, are awaiting delivery from the artist. No town funding will be required for this project.

3. Teen Center

Staff are coordinating a pilot program to host six teen night events at the Dorothy Nolan Senior Center from 6-9pm during FY26. The First event was scheduled for September 5, 2025. Additional event dates include November 14th, January 30th, March 6th, April 24th, May 29th. Specific Outreach targeting FUSD schools has been implemented with a strong partnership with the school district administrative and teaching staff.

4. Shade at Little League

This project is included in the FY26 Capital Improvement Plan Budget approved by Town Council on June 3rd. Installation of this project and the bleacher shade at Jason Lopez Memorial Park ballfields are completed.

5. Historic Home Tour - Founder's Day

The planning of the Historic Home Tour event is continuing. This event will have additional activities with the intention of keeping the home tour the focal point, while providing historical and heritage themed activities and entertainment that will keep eventgoers in the downtown area for the afternoon. Staff will gain the entire board's feedback and ideas during the presentation.

A VOTE OF NO WOULD MEAN:

Not Applicable

A VOTE OF YES WOULD MEAN:

Not Applicable

FINANCIAL IMPACT:

Fund Name: Not Applicable

Contract Amount: Not Applicable

Contingency Amount: Not Applicable

Total Requested Amount: Not Applicable

FY 26 Budgeted Item: Not Applicable

FY 26 Budgeted Amount: Not Applicable

GL Code: Not Applicable

TOF Contract Number: Not Applicable

ATTACHMENTS:

Not Applicable