



PLEASE SILENCE ALL ELECTRONIC COMMUNICATION DEVICES. THANK YOU.

NOTICE OF POSSIBLE QUORUM OF THE CITY OF BUCKEYE PLANNING AND ZONING COMMISSION OR OTHER COUNCIL APPOINTED BOARD: PLEASE NOTE THAT THERE MAY BE A QUORUM PRESENT BUT THERE WILL BE NO VOTING TAKING PLACE BY THE CITY PLANNING AND ZONING COMMISSION OR OTHER COUNCIL APPOINTED BOARD AT THIS MEETING.

**CITY OF BUCKEYE
COMMUNITY SERVICES ADVISORY BOARD
MARCH 20, 2024
AGENDA**

**Buckeye Senior Center
201 E. Centre Avenue
Buckeye, AZ 85326
6:00 p.m.**

The doors will be open to the public at least 15 minutes prior to the start time of the meeting. Board members have the option to attend this meeting remotely - for questions please contact Sarah Hughes at 623-349-6320. FOR INFORMATION REGARDING PUBLIC PARTICIPATION, PLEASE VISIT: <https://www.buckeyeaz.gov/government/cityclerk/meeting-agendas-minutes/meetings-agendas-minutes>

Accessibility for all persons with disabilities will be provided upon request. Please telephone your accommodation request (623) 349-6911, 72 hours in advance if you need a sign language interpreter or alternate materials for a visual or hearing impairment.

Voting Members will either attend in person or by telephone conference call or video presentation. Items listed may be considered in any order.

1. Call to Order/Pledge of Allegiance/Roll Call

2. Comments from the Public - Members of the audience may comment on any item of interest.

Board Action: Open Meeting Law does not permit Board discussion of items not specifically on the agenda.

3. Approval of Minutes

Board Action: Discussion and possible motion to approve minutes.

3.A. [3.A. Community Services Advisory Board to approve meeting minutes from the January 17, 2024 Community Services Advisory Board meeting.](#)

[Board Action: Motion to approve](#)

4. New Business

- 4.A** 4.A. Community Services Strategic Plan Share Out
Presentation by Annie Frisoli of Creating Community LLC

Board Action: Discussion Only

- 4.B** 4.B. Appointment of Members to the Re-Evaluation of Library Materials Subcommittee
Presentation by Elizabeth Garcia, Library Manager

Board Action: Discussion only

- 4.C** 4.C. Community Services General Obligation Bond Proposed Projects
Presentation by Miranda Gomez, Community Services Director

Board Action: Discussion only

5. Community Services Director's Report

The Director may present a brief summary of current events, however, there will be no discussion, deliberation or action taken on any information presented.

6. Comments from the Chair and Board Members

The Board Members may present a brief summary of current events. The board cannot propose, discuss, deliberate or take action on any of the information presented.

7. Adjournment

Board Action: Chair to Adjourn

CITY OF BUCKEYE
Regular Community Services Advisory Board
COUNCIL ACTION REPORT

MEETING DATE: 03/20/24	AGENDA ITEM: 3.A. 3.A. Community Services Advisory Board to approve meeting minutes from the January 17, 2024 Community Services Advisory Board meeting. <i>Board Action: Motion to approve</i>
DATE PREPARED: 03/13/24	DISTRICT NO.:
STAFF LIAISON:	
DEPARTMENT: Community Services	AGENDA ITEM TYPE: Minutes

ACTION/MOTION: (This language identifies the formal motion to be made by the Council)
 3.A. Community Services Advisory Board to approve meeting minutes from the January 17, 2024 Community Services Advisory Board meeting.

Board Action: Motion to approve

SUMMARY

Items related to a project or facility location must include an attached vicinity map for Council Review.

ATTACHMENTS:

[1.17.24 CSAB Meeting Minutes.pdf](#)



CITY OF BUCKEYE
Community Services Advisory Board Meeting
January 17, 2024
Minutes

HYBRID MEETING

**Program Room, Coyote Library
21699 W. Yuma Road
Buckeye, AZ 85326
6:00 P.M.**

1. Call to Order/ Pledge of Allegiance/Roll Call

Community Services Advisory Board Chair, Brett Benninghoff called the meeting to order at 6:10 p.m.

Board Members Present: Chair Brett Benninghoff, Vice Chair, Terry Vrabec, Anastazia McMurray, Matthew Dudley, Joanna Brace, Garnett Sailor, Randal Kidd, Caleb Elms, Holly Roehl, Nathan Madden, Jack Lynch, Kathy Rossetti, Sebastian Trupiano, Riley Quinlan

Board Members Absent: Martin Enriquez Garcia, Jim Roth

City Staff Present: Community Services Director, Miranda Gomez; Library Manager, Elizabeth Garcia, Library & Museum Administrator, Chris Larson, Deputy Director, Robert Wisener, Deputy Director Kelby Mieras, Digital Librarian, Janene Van Leeuwen, Administration and Project Manager, Sarah Hughes, Senior Center Manager, Phil Yabes, Recreation Manager, Jessica Thompson, Parks Manager, Mark Bianco, Recreation Coordinator Erin Fort, Management Assistant Chelsea Furman-Kosut, Management Assistant Roger Ratley and Librarian Peter Grant.

2. Comments from the Public – Members of the audience may comment on any item of interest

No comments from the public.

3. Approval of Minutes

3. A. Board to approve meeting minutes of September 25, 2023 from the Community Services Advisory and Library Advisory joint board meeting.

Joanna Brace made a motion to approve the minutes and Board Member McMurray seconded. Motion approved unanimously.

3.B. Board to approve meeting minutes of October 30, 2023, from the Library Advisory Board meeting.

Nathan Madden made a motion to approve, and Board Member Trupiano seconded. Motion approved unanimously.

4. New Business

4. A. Election of 2024 Community Services Board Chair

Brett Benninghoff nominated Terry Vrabec as the new Community Services Advisory board chair. Board Member Dudley made a motion to approve the nomination and Board Member McMurray seconded. Motion approved unanimously.

4.B. Election of 2024 Community Services Advisory Board Vice-Chair

Terry Vrabec nominated Kathleen Rossetti to serve as the new Community Services Advisory Board vice chair. Board Member Benninghoff made a motion to approve, and Board Member McMurray seconded. Motion approved unanimously.

4.C. Community Services Advisory Board Bylaws Revisions and Updates

Administration and Project Manager Sarah Hughes presented the suggested changes and revisions to the Community Services Advisory Board bylaws. These changes are a result of the combination of the Community Services Advisory and Library Advisory boards and will temporarily increase the board membership to 16, removes the Council liaison and will allow the department director to remove people from the board for poor attendance and will allow for the establishment of a Re-Evaluation of Library Materials sub-committee. The board felt that the suggested changes regarding the sub-committee were not fair and did not want the sub-committees' review decision to be final and asked that the sub-committee come back to the board for a final vote on their recommendation. The board voted to approve the bylaws as amended and the election of the sub-committee will be made at the next board meeting.

4.D. Sundance Park Veteran's Memorial Design

Deputy Director Robert Wisener presented the new Sundance Park Veteran's memorial that will be in the new section of Sundance Park. The memorial is intended to be reflective and will honor our military and first responders. Members of the board and Patriotic committee were consulted and provided feedback about the design which was incorporated into the drawing revisions. This project is on track to be completed by June of 2024. Board Member Trupiano made a motion to approve the concept and Board member McMurry seconded. Motion approved unanimously.

4.E. Recreation Coaches Incentive Program

Recreation Coordinator Erin Fort presented the proposed Youth Sports Coaches Credit Incentive and asked the board to consider increasing the credit to \$70 which is the current cost of a sports registration. Currently, volunteer coaches who meet six of the eight criteria are given a \$50 incentive to use towards a class registration of their choice, which leaves a gap for the coaches to make up. The board agreed that the volunteer coaches should earn a credit towards classes but opted to remove a specific dollar amount and state that coaches can earn the cost of a class registration, which will allow for class costs to increase and allowing staff the flexibility to continue the program without bringing those changes to the board. Nathan Madden made a motion to approve, and Board Member Sailor seconded. Motion approved unanimously.

5. Community Services Director's Report

Community Services Director Miranda Gomez provided a summary of past and upcoming events, such as the 10th Annual Race to the Runway Marathon which took place on January 6 at Buckeye Airport. She also reminded the board members of the Buckeye Days Parade which is taking place on Saturday January 27th. She announced two internal promotions: Sarah Hughes to Administration and Project Manager and Kim Anderson to Recreation Superintendent. Lastly, she announced that staff is working with Kimley Horn, the consultant who will help us create our new Parks and Recreation Master Plan.

6. Comments from Board Members

Brett Benninghoff: Congratulations to the new chair and vice chair.

Chair Terry Vrabec: Thank you, Team Miranda, and everyone. Amazing work! Thanked Brett for his service and congratulated Kathy for her nomination.

Vice Chair Kathleen Rossetti: Thanked the board for nominating her and she is excited to be a part of the new board.

Anastazia McMurray: Amazing job to everyone and she appreciated being a part of the veteran memorial design process.

Garnett Sailor: Thanked everyone for their service and hard work and for the food. The food was wonderful.

Randal Kidd: Thank you and great job to everyone.

Matthew Dudley: Great job and thanked Brett for his service as the chair and congratulated Terry on his nomination. Really enjoyed the Marathon and is looking forward to the Air Fair.

Joanna Brace: Thanked staff great job. Really looking forward to being part of the newly formed board.

Jim Roth: Absent

Martin Enriquez Garcia: Absent

Jack Lynch: Erin did a great job presenting.

Holly Roehl: Glad to be a part of the newly combined board.

Caleb Elms: No comment.

Riley Quinlan: Excited to be part of the new board and looking forward to this next year.

7. **Adjournment**

Library Advisory Board Chair Kathleen Rossetti adjourned the meeting at 7:27 p.m.

Terry Vrabec, Board Chair

ATTEST:

Sarah Hughes, Administration & Project Manager

I hereby certify that the foregoing minutes are a true and correct copy of the Community Services Advisory Board Meeting held January 17, 2024. I further certify that the meeting was duly called and that a quorum was present.