

**CITY OF PEORIA, ARIZONA  
PINE CONFERENCE ROOM  
December 5, 2023**

A **Regular Meeting** of the **Council Boards and Commissions Subcommittee** of the City of Peoria, Arizona, was convened by Subcommittee in an open and public session at 8401 W. Monroe Street, Peoria, Arizona on December 5, 2023 at 5:32 p.m.

**Members Present:** Subcommittee Chair Patena and Subcommittee Member Edwards

**Members Absent:** Subcommittee Member Beck

**Other Municipal Officials Present:** Chris Hallet, Neighborhood and Human Services Director; Brian Carrico, Family and Youth Services Superintendent; Chris Calcaterra, Parks and Recreation Director; Mike Elliot, Parks and Recreation Deputy Director; Christine Nickel, Human Resources Director; Melissa Westerfield, Human Resources Supervisor; Kevin Burke, Deputy City Manager; Daniel Murillo, Council Assistant; Emily Jurmu, City Attorney; Jill Boltz, Deputy City Clerk; and Kyana Hayes, City Clerk Specialist.

**Note: The order in which items appear in the minutes is not necessarily the order in which they were discussed in the meeting.**

**Consent Agenda:**

Motion was made by Subcommittee Chair Patena, seconded by Subcommittee Member Edwards, to approve the consent agenda.

Upon vote, the motion carried unanimously 2-0.

**1 C. Minutes**

Approved the minutes of the October 11, 2023 Council Boards and Commissions Subcommittee meeting as part of the consent agenda.

**NEW BUSINESS**

**2 R. Board and Commission Interviews**

The Subcommittee interviewed Joan Evans for possible reappointment to the Citizens Commission on Salaries for Elected Officials.

The Subcommittee interviewed Debi Roy and Shawn Hutchinson for possible appointment to the Employee Benefits Trust Board.

The Subcommittee interviewed Aminda Parafinik and Sonia Raftery for possible reappointment to the Parks, Recreation and Community Facilities Board.

The Subcommittee interviewed Joshua Champion for possible reappointment and Joe Clure for possible appointment to the Public Safety Retirement Boards – Fire/Medical and Police.

**3 R. Authorization to Hold an Executive Session**

Motion was made by Subcommittee Member Edwards, seconded by Subcommittee Chair Patena, to authorize the holding of an Executive Session for the purpose of discussions regarding:

- a) Public Safety Retirement Boards – Fire/Medical and Police

Upon vote, the motion carried unanimously, 2-0.

**Subcommittee Chair Patena recessed the meeting to go into Executive Session at 5:58 p.m.**

**EXECUTIVE SESSION**

**4. An Executive Session was convened for the purpose of discussion or consideration of appointments; or discussion or consideration of records exempt by law from public inspections; or discussion or consultation for legal advice with the attorney or attorneys of the public body regarding board or commission member vacancies on the following:**

- (a) Public Safety Retirement Boards – Fire/Medical and Police

**Subcommittee Chair Patena reconvened the meeting in an open and public session at 6:23 p.m.**

**NEW BUSINESS – CONTINUED**

**5 R. Board and Commission Vacancies**

Discussion and possible action to appoint, reappoint, schedule interviews for, or recruit for the following board and commission vacancies:

- (a) Citizens Commission on Salaries for Elected City Officials
- (b) Employee Benefits Trust Board
- (c) Parks, Recreation, and Community Facilities Board
- (d) Public Safety Retirement Boards – Fire/Medical and Police

Motion was made by Subcommittee Chair Patena, seconded by Subcommittee Member Edwards to:

Citizens Commission on Salaries for Elected City Officials

Reappoint Ginger Sanabria as a regular member with a term to expire June 30, 2025.

Reappoint Joan Evans as a regular member with a term to expire December 31, 2025.

Reappoint Reed Webber as a regular member with a term to expire December 31, 2025.

Employee Benefits Trust Board

Defer appointment recommendations until the next meeting.

Parks, Recreation and Community Facilities Board

Reappoint Aminda Parafinik as a regular member with a term to expire June 30, 2025.

Reappoint Sonia Raftery as a regular member with a term to expire June 30, 2025.

Reappoint Katrina Romijn as a regular member with a term to expire December 31, 2025.

Public Safety Retirement Boards – Fire/Medical and Police

Defer appointment recommendations until the next meeting.

Upon vote, the motion was carried unanimously, 2-0.

**6 R. Parks, Recreation, and Community Facilities Board Work Plan**

Chris Calcaterra, Parks and Recreation Director, presented on the 2023/2024 Parks, Recreation and Community Facilities Board Work Plan which included the following information:

- Mission and responsibilities
- 2022-2023 accomplishments
- 2023-2024 goals

Motion was made by Subcommittee Member Edwards, seconded by Subcommittee Chair Patena to approve the Parks, Recreation and Community Facilities Board Work Plan.

Upon vote, the motion carried unanimously, 2-0.

**CALL TO THE PUBLIC: None**

**Updates from staff:**

**7. Possible Board and Commission Code Changes**

Staff presented a brief overview of possible code changes to the Subcommittee. Chris Hallet, Neighborhood and Human Services Director, and Brian Carrico, Family and Youth Services Superintendent, lead a discussion on possible considerations for the Youth Advisory Board.

**8. 2024 Board and Commission Appreciation Event**

Staff presented an update regarding the 2024 Board and Commission Appreciation Event.

**9. 2024 Board and Commission Subcommittee Meeting Calendar**

Staff presented the 2024 Board and Commission Subcommittee Meeting Calendar.

**Reports from Subcommittee: None**

**ADJOURNMENT:**

There being no further business to come before the Subcommittee, the meeting was duly adjourned at approximately 7:20 p.m.

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Bill Patena, Subcommittee Chair

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Kyana Hayes, City Clerk Specialist II