

**TOWN OF CHINO VALLEY
MEETING MINUTES
PARKS & RECREATION ADVISORY BOARD
April 3, 2012
4:00 PM**

Mike Carter called the meeting to order. 4:00 pm

Members present: Alicia Steinberg, Mike Carter (Chair), Sue Spahr, Cheryl Romley, Bill Cook
Staff present: Shannon Gansz, Cecilia Watts

3. APPROVAL OF MINUTES

3a. December 2011

Cheryl Romley moved, Alicia Steinberg seconded. Passed

4. PARKS AND RECREATION DIRECTOR'S REPORT

Shannon Gansz reported on the following;

- She attended the Prescott Parks & Recreation advisory Board, which was a good opportunity to meet their members and staff.
- Pool repairs completed by Shasta and working on getting regular maintenance completed.
- Pool opens May 25 through August 5 and an extended session August 6 to September 3.
- Currently accepting applications for positions at the aquatic center. Will tentatively have all staff hired by April 23
- Aquatic center received scholarship money from Chino Valley Recreational Foundation for swim lessons. Last year had 114 children take lessons and hoping to increase this year.
- All registration forms and schedules are on Town's website under aquatics.
- Will be starting a junior lifeguard program for ages 11-14.
- The skate park is being dismantled and removed due to risk and safety issues under the recommendation of Risk Management and Council's direction. She met with the Chino Valley Recreational Foundation and they have stepped up to form a committee with members of the community to do fund raising and such to get money to have a new skate park built for the children. The first meeting is April 14
- World of Life Church sponsored the Easter egg hunt on April 7.
- May 12 the recreation department has team up with Prescott Tennis Association holding a free tennis sessions at the high school from 10-11. Every Friday during the months of June and July will offer tennis for children 5-10 years of age. A low cost program and participants can enroll in either session or both.
- Two triathlons June 3 And July 14
- In June, July, August, and September on the second Saturday of those months World of Life Church will be hosting family fun nights at the ball field. Tentatively scheduled to have movies on three of those months and have a concert on one month. There will be no charge for these events.

Cecilia Watts reported on the following items:

- Spring Fest on May 19 is at the Windmill House and is not Town hosted. There will be a car show and approximately 40 vendors.
- Shannon Gansz will apply for a grant opportunity from Drake Cement for the skate park. Cecilia spoke with Mike Fann regarding the cost and issues with building the Prescott skate park. There is a meeting on April 14th at 1:30 at the recreation building regarding the skate park and funding for a new park.
- Regarding the rodeo grounds has gone to council to dismantle bleachers and announcers stand.
- The committee asked about the new Town manager and the situation at Town. Cecilia Watts advised Vera had resigned and her functions were being addressed by part-time CPAs who have experience with the Town's finance. Comp and class study presentation on April 19 at 4:00p.m. the fee study done by Heinfield-Meech will be incorporated into next year's budget.
- Report advising approximately 118,000 in impact fees, unexpended Heritage Grant money of \$5,700 and unexpended phase 3 donations 65,000 of that 25,000 from Yavapai Prescott Tribe for the amphitheater. 40,000 for amphitheater and the dog park. SB1525 money has to be spent in a certain amount of time.

5. COMMITTEE CHAIR REPORTS

5a. Parks & Trails Committee – Bill Cook, Chair - no information

The committee discussed the future of the Parks and Trails Committee preparing future projects, and a staff liaison to assist. Cheryl Romley asked about survey plat and Shannon Gansz will locate them.

5b. Recreation/Aquatics Committee – Sue Spahr, Chair – advised at the January dance only two children showed up. The Police Canine was present to interact with the children. The fire department also came to the dance.

The plans for Out of Africa were canceled due to cost and Freedom Station trip also canceled as not enough children signed up. The events are on hold during the summer months and will resume in the fall.

Cheryl Romley asked about a pool and ride program. Shannon Gansz advised that open swim is Sunday through Saturday 1-4:30 and the bus does not run late enough to get the children home. Cheryl Romley will check with Transit Advisory Committee to check the possibility of expanding the bus schedule.

5c. Financial Committee – Cherri Romley, Chair There is no money.

6. CALL TO THE PUBLIC: no public

7. CORRESPONDENCE

Letter to the advisory board from Bill Barlow regarding his resignation.

8. OLD BUSINESS

8a. Current Bylaw Evaluation and possible changes.

The committee went through the current by-laws. Changes suggested to Resolution 08-862

Section 2-C change ...Town Council meeting in July an annual report... to January.

Section 3-E: add temporary employees as those not eligible to serve and delete the second sentence.

Section 5-A The Board shall meet monthly not quarterly as suggested earlier.

Section 6-A Officers of the Board shall be a chairperson, vice-chairperson and secretary. Delete secretary replace with board member at large.

Section 6 C-1 Set the agenda for meetings on the board and so advise the secretary no less... change secretary to clerk

Section 6-E The secretary; or designee, shall changes secretary to town clerk.

Section 7: COMMITTEES

Section 7-A the board shall create such special committees as it deems necessary. Delete standing committee shall include : parks/trails, recreation, aquatics and finance.

Section 7-B annual July meeting

Section 7-D Each committee chair shall appoint at least 3 members selected from community members who are actively involved in Parks and Recreation...change shall to may an change at least three members selected from to members selected.

Cheryl Romley exited at 5:30 p.m.

Section 7G the duties of the Recreation Chair shall include the following. Change Recreation Chair to recreation/aquatics

Section 7-G 4 7H combine

Section 7-I delete sections 1-4

Section 8

A. any agenda request shall be presented to the chairperson of secretary at least one week prior to a board meeting. Change to staff member.

B. The chairperson shall determine the items to be placed on the agenda. Insert staff and chairperson.

Section 10

A. except in emergencies a board member shall notify the chairperson or the secretary of any intended... delete the words or the secretary

B. In the event that a board member misses three consecutive meetings without excuses by the chairperson or secretary, or in the event that a board member misses 5 regular meetings without being excuses by chairperson or secretary with a twelve month period the board shall forward a recommendation to the Parks and recreation director for consideration of the Council of removal of said board member. Change excuses by to notifying, misses (5) five regular meetings to (3) three, being excuses by, change to notifying and delete secretary, change with to within, change Parks and Recreation Director to Parks and Recreation Manager

9. NEW BUSINESS- None discussed.

10. FUTURE AGENDA SUGGESTION

- Impact fees
- Dog park
- General plan park information

11. ADJOURNMENT

Sue Spahr moved, William Cook seconded passed 5:57p.m.

Submitted this 10 day of July 2012

By: *Liz Hart, Town Clerk Assistant*