

**MINUTES OF THE REGULAR
PARKS RECREATION ADVISORY BOARD
OF THE TOWN OF CHINO VALLEY**

**OCTOBER 4, 2016
4:00 P.M.**

The Parks & Recreation Advisory Board of the Town of Chino Valley, Arizona, met for a Regular Meeting in the Chino Valley Council Conference Room, located at 202 N. State Route 89, Chino Valley, Arizona.

1) CALL TO ORDER

Eric Smith called the meeting to order.

2) ROLL CALL

Present: Carrie Barnes; Deryl Jevons; George Cooper; Celia A. Vander Molen; Eric Smith;
Donna Armstrong

Absent: Todd League

Staff Recreation Supervisor Chris Bartels; Recreation Coordinator Katie Cornelius
Present:

3) APPROVAL OF MINUTES

- a) Consideration and possible action to accept the August 2, 2016, regular meeting minutes.

MOVED by George Cooper, seconded by Deryl Jevons to approve the August 2, 2016 regular meeting minutes.

Vote: 6 - 0 PASSED - Unanimously

4) PARKS & RECREATION MANAGER'S REPORT

- a) Parks and Recreation update.

Recreation Supervisor Chris Bartels provided an update:

- Recreation Coordinator Katie Cornelius is getting up to speed.
- David Jaime is now on the Parks & Recreation staff.
- The Halloween event will take place on 10-31-16 from 12-5:00 pm.
- PRAB is welcome to set up a booth at the event.
- The Town will provide candy.
- The Town will hang 8 strands of café lights at Memory Park so the area should be well lit.

5) COMMITTEE CHAIR REPORT

- a) Committee Chair - Todd League

Todd League was not present,

b) Recreation Committee - Celia Vander Molen

Celia Vander Molen had nothing new to report.

Eric Smith met with Prescott Parks & Recreation Director Joe Baines and Trail & Natural Parkland Coordinator Chris Hosking to discuss the Peavine extension and alignment.

- The holdup in completing the trail is due to the gap at the Prescott Airport.
- A runway extension will be built to the east to accommodate 737's.
- The realignment of the Peavine extension will begin at the trail head near Tri-City Prep on the northeast side of Granite Creek and cross over the at the trailhead at Road 4 South.
- City of Prescott wants to discuss the realignment with Town of Chino Valley Recreation Coordinator and to obtain an endorsement of the alignment and discuss feasibility of having Chino Valley help with trail maintenance.
- This would be new trail construction that would connect the cities.

c) Aquatics Committee - Carrie Barnes

Chris Bartels informed Carrie Barnes that Finance Director Joe Duffy would provide figures for the aquatics center/pool and once he receives them he will review with Carrie Barnes.

d) Parks & Trails - George Cooper

George Cooper will provide a copy of the Prescott Trails newsletter at the next meeting.

6) CALL TO THE PUBLIC

Call to the Public is an opportunity for the public to address the Board concerning a subject that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 15 minutes per meeting. Board action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism.

There was no response to call to the public.

7) CORRESPONDENCE

a) Note of appreciation from local church regarding use of Mud Run Facility.

Chris Bartels received a letter of appreciation from the local church that rented the Mud Run Facility. The church group installed 3 new obstacles and had suggestions for future use and water flow.

The Board discussed the idea that any group that wants to use the Mud Run Facility make an improvement to the course.

8) OLD BUSINESS

- a) Discussion, consideration and possible action regarding the role and/or function of the Parks and Recreation Advisory Board with staff.

The Charter indicates the appointment of a Chair, Vice-Chair and Secretary.

Committee Chair & Vice-Chair

The Committee Chair makes an annual report to Town Council each year in July setting forth the accomplishments, current projects and future plans.

Secretary and/or Designee

The agenda are drafted and posted by the Town Clerk. A secretary or designee can coordinate distribution of the agenda and minutes.

There was discussion that instead of selecting a secretary allow Recreation Coordinator Katie Cornelius to be the designee to perform duties set out in the charter.

Committee Chairs

The board is required to select Committee Chairs for Recreation, Aquatics, Parks & Trails and Finance Committees.

Recreation Committee

Recreation Committee Chair Celia Vander Molen was willing to allow Donna Armstrong to take over the chair position and would help in anyway necessary.

The Recreation Committee already deals with sports, recreation and trails. Donna Armstrong stated that she wants to start discussion about the dog park and will request that it be added to an upcoming agenda.

Aquatics Committee

Carrie Barnes agreed to continue to chair the Aquatics Committee.

Parks & Trails Committee

George Cooper agreed to continue as Parks & Trail Chair and would appreciate any assistance the Recreation Coordinator could provide.

Finance Committee

The Finance Chair helps to develop alternative funding sources and develop budgets for future projects. Eric Smith volunteered to chair the Finance Committee.

Each Chair needs to appoint three people from the community to participate on the committee.

The Board also discussed improving communication between PRAB and the Mayor's Ad Hoc Recreational Committee. Chris Bartels and Committee members Todd League and/or George Cooper will give an update on the Mayor's Ad Hoc Recreation Committee during the Parks & Recreation Manager's Report. Katie Cornelius also attended the last MAHRC meeting and can update PRAB.

The Mayor's Ad Hoc Recreational Committee meetings are every 4th Tuesday at 4:00 pm in the Council Chambers.

MOVED by Donna Armstrong, seconded by Deryl Jevons to select Todd League for Chair and Eric Smith for Vice-Chair.

Vote: 6 - 0 PASSED - Unanimously

MOVED by Donna Armstrong, seconded by Eric Smith that Recreation Coordinator, Katie Cornelius be the committee designee.

Vote: 6 - 0 PASSED - Unanimously

MOVED by Celia A. Vander Molen, seconded by Carrie Barnes accept Donna Armstrong as the Recreation Chair.

Vote: 6 - 0 PASSED - Unanimously

MOVED by Deryl Jevons, seconded by Donna Armstrong to accept Carrie Barnes as Aquatic Chair.

Vote: 6 - 0 PASSED - Unanimously

MOVED by Donna Armstrong, seconded by Eric Smith to accept George Cooper as Parks and Trails Chair.

Vote: 6 - 0 PASSED - Unanimously

MOVED by Donna Armstrong, seconded by Deryl Jevons to accept Eric Smith as Finance Chair.

Vote: 6 - 0 PASSED - Unanimously

- b) Discussion and review the Parks and Recreation short term project priority improvements implementation strategy, receiving updates on high priority items, and revising priorities for Chino Valley facilities and programs for possible 2017 implementation.

Eric Smith provided an overview of the Board's Project Priority Implementation Strategy:

- The Board spent a year developing a list of priorities and took it to Council.
- The Board was ready to go forward with implementation but got sidetracked with other situations that required immediate attention such as keeping the pool open, security issues at the pool and developing a skate park.
- The Board did go forward with developing the Chino Mudder.
- Issues were resolved regarding security at the pool.

There was discussion regarding obtaining grant money for various projects. Coordinator Cornelius is compiling information for various grants that are available and creating a master calendar for 2017 to identify application submission dates.

Many grants can be initiated by submitting a letter of intent. Chris Bartels stated that most grant applications do not require Council approval unless there are matching funds requirements. He still plans to take any grant applications to Council so they are informed and can relay that information to the community.

Eric Smith asked the group to review the list before the November 2016 PRAB meeting and be ready to discuss the following:

- Safety
- Revenue generating
- How easy would project be to accomplish
- How important is the project to you personally
- Any new suggestions

Some of the projects on the list are underway:

- Memory Park playground
- Memory Park bathrooms
- Library

Chris Bartels identified various activities for kids in Chino Valley including:

- Little League
- AYSO
- Pop Warner Football
- Boys and Girl Scouts
- There are additional programs thru the schools and civic organizations.

Chris Bartels plans to complete a comprehensive needs assessment to engage the community and identify other needs including:

- Dance studios
- Theater program
- Soap box derbies
- Community dances

9) **NEW BUSINESS**

a) **DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING DEVELOPMENT AND IMPLEMENTATION OF THE CHINO MUDDER.**

Recreation Coordinator Katie Cornelius provided the following information:

- The Board had previously selected 5/7/2017 for the Chino Mudder but the Whiskey Row Marathon is set for that date.
- The All Day 5K pulled out of the 5/7/2017 date.
- There will be a meeting with the Chino Grinder which is still set for 5/7/2017.
- Recommendation to move the Mudder to June, July or August.
- The Wild West Mud Fest in Prescott Valley was a fund raiser for Boys & Girls Club. The Executive Director for Boys & Girls Club met with Coordinator Cornelius and advised that they will no longer put on the event due to increased cost and decreased attendance.
- The Boys & Girls Club will focus on the Brew Fest in Prescott which brought in almost 6 figures.
- From 2014 to 2016 there have been 1200 Mud Fest participants.
- The Mud Fest earned over \$50,000 in 2015 but only \$27,000 in 2016.
- The Executive Director offered to sell the name, Wild West Mud Fest, including all swag, participant and sponsor lists and documents from 2014-2016.
- The Board directed Coordinator Cornelius to follow-up with Boys & Girls Club regarding the amount of their offer to sell the Wild West Mud Fest.

- The Board discussed August 19 and 26 as possible dates for the Chino Mudder. Coordinator Cornelius will review event calendars for Prescott & Prescott Valley to determine the best date.

Chris Bartels clarified that the Board needs to decide whether to go forward with another Chino Mudder and, if so, are they willing to move the Mudder from 5/7/2017 to another date.

10) FUTURE AGENDA SUGGESTIONS

Make a request through Todd League for increased communication between PRAB and the Mayor's Ad Hoc Recreation Committee.

11) ADJOURNMENT

MOVED by George Cooper, seconded by Donna Armstrong to adjourn the meeting.

Vote: 6 - 0 PASSED - Unanimously

Submitted this 13th day of October, 2016.

By: *Amy Lansa, Town Clerk Assistant*

Approved: November 9, 2016