

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

**DECEMBER 6, 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

Todd League called the meeting to order at 4:00 p.m.

2) ROLL CALL

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

Absent: Carrie Barnes

Staff Recreation Coordinator Katie Cornelius; Lead Parks Maintenance Worker Carlos Meadmore

3) APPROVAL OF MINUTES

- a)** Consideration and possible action to accept the November 9, 2016, regular meeting minutes.

MOVED by George Cooper, seconded by Eric Smith to accept the November 9, 2016 regular meeting minutes.

Vote: 6 - 0 PASSED - Unanimously

4) PARKS & RECREATION MANAGER'S REPORT

5) COMMITTEE CHAIR REPORT

- a)** Committee Chair - Todd League

No report.

- b)** Recreation Committee - Celia Vander Molen

The agenda incorrectly listed Celia Vander Molen as the Recreation Committee Chair. Donna Armstrong is the new Chair and she had nothing to report.

- c)** Aquatics Committee - Carrie Barnes

Not present.

d) Parks & Trails - George Cooper

No report.

e) Finance Committee - Eric Smith

Item 5 e. was inadvertently omitted from the agenda. Eric Smith had nothing to report.

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 from the public.

7) CORRESPONDENCE

There was no correspondence.

8) OLD BUSINESS

a) Consideration, discussion and possible action on final plans for the Chino Family Christmas Tree Lighting & Decorating event in Memory Park on December 10, 2016.

Carlos Meadmore provided an update on the work that had been done and Board members discussed additional details:

- Garland, gold bells and more lights have been purchased to decorate the gazebo, café lights and around the base of the tree.
- A 16' foot live tree was purchased from Prescott Valley Growers.
- The tree will be planted in Memory Park in January 2017.
- A wood fence will be placed around the tree.
- Carlos will arrive at the park at 4:30 pm.
- Board members will be available to help at 5:00 pm.
- Carlos will be Santa and will have an Elf helper.
- At 5:30 pm Santa will be in the gazebo to see kids. Christmas music will be playing.
- At 6:05 pm the Mayor will read The Night Before Christmas. Once the story is read, Santa will flip the switch to turn on all the tree lights and café lights.
- Carlos will decorate the upper part of the tree and they will allow people to hang ornaments around the lower area.
- A resident donated 15 crates of Christmas decorations. Some of those decorations will be available to for people to hang on the tree.
- The Senior Center will provide refreshments including hot chocolate, hot cider and coffee.
- At 7:00 pm the music will stop and Santa will leave.
- There will be a sign on the fence that states that this as a G-rated community tree and they

will not allow ornaments which are:

- Political
- Profanity/offensive language
- Nudity
- Drug or alcohol related
- Any offensive ornaments will be removed from the tree.
- The sign will also state that all ornaments will be disposed of after January 1, 2017.
- Eric Smith volunteered to make poles to hang ornaments on the tree. Eric Smith will come to Memory Park on Thursday to help Carlos.
- The Fire Marshall will not allow bond fires.
- The lights will be on from dusk until dawn until January 4, 2017.

Katie Cornelius will research whether any of the older donated Christmas ornaments could be sold on e-bay to benefit PRAB.

Katie Cornelius provided some ideas to think about for 2017:

- Create a Christmas village and provide various foods.
- Could the Chino Valley Hometown Christmas also take place at Memory Park? The vendor would pay a fee to sell their wares.
- The Christmas event should complement other PRAB plans.

9) NEW BUSINESS

None.

10) FUTURE AGENDA SUGGESTIONS

Discussion of Saturday night dances.

11) ADJOURNMENT

MOVED by Deryl Jevons, seconded by George Cooper to adjourn the meeting at 5:07 p.m.

Vote: 6 - 0 PASSED - Unanimously

Submitted this 13th day of December, 2016.

By: *Amy Lansa, Town Clerk Assistant*

Approved: February 7, 2017