

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

**MAY 3, 2022
4:00 P.M.**

**CHINO VALLEY COMMUNITY CENTER
1527 N ROAD 1 EAST, CHINO VALLEY, AZ**

Present: Dr. David Somerville, Board Member; Celia van der Molen, Board Member; Donna Armstrong, Vice-Chair; Richard Coleman, Board Member; Laury Holt, Board Member

Absent: Todd League, Chair; Guy Roginson, Board Member

Staff Present: Town Manager Cindy Blackmore; Recreation Coordinator Hailey Byrd; Community Services Manager Cyndi Thomas

1) CALL TO ORDER

Vice-Chair Armstrong called the meeting to order at 4:04 p.m.

2) ROLL CALL

3) APPROVAL OF MINUTES

- a)** Consideration and possible action to approve the January 4, 2022, regular meeting minutes.

MOVED by Board Member Dr. David Somerville, seconded by Board Member Celia van der Molen to approve the January 4, 2022, Regular Meeting Minutes.

AYE: Board Member Dr. David Somerville, Board Member Celia van der Molen, Vice-Chair Donna Armstrong, Board Member Richard Coleman, Board Member Laury Holt

5 - 0 PASSED - Unanimously

- b)** Consideration and possible action to approve the January 26, 2022, study session minutes.

- Members discussed whether specific dollar amounts were discussed for Center Street Park (page 4 in the minutes) and wanted the clerk to review the minutes.
- The lighting for the ballfields needed to be reversed. Lighting for field three was still needed.
- In year three of the board goals, clarify that pool cover referred to a roof system over the pool.

MOVED by Board Member Laury Holt, seconded by Board Member Celia van der Molen to accept the January 26, 2022, Study Session Minutes, with corrections.

AYE: Board Member Dr. David Somerville, Board Member Celia van der Molen, Vice-Chair
Donna Armstrong, Board Member Richard Coleman, Board Member Laury Holt

5 - 0 PASSED - Unanimously

c) Consideration and possible action to approve the February 15, 2022, study session minutes.

- Regarding the Dog Park, a Member wanted the wording “discussion at previous meetings” removed because they believed this was the first meeting it was discussed. (Topic discussed at the January 26, 2022, page 3 of the minutes, Center Street Bullet Point).
- Members requested that the words “The possibility of” be added to the first bullet point under the Pickleball title since it was only a discussion.

MOVED by Board Member Laury Holt, seconded by Board Member Dr. David Somerville to accept the February 15, 2022, Study Session Minutes, with corrections.

AYE: Board Member Dr. David Somerville, Board Member Celia van der Molen, Vice-Chair
Donna Armstrong, Board Member Richard Coleman, Board Member Laury Holt

5 - 0 PASSED - Unanimously

4) **PARKS & RECREATION MANAGER'S REPORT**

Ms. Thomas reported on the following:

- The Parks and Recreation Management report would be combined with the Recreation Committee information.
- Staff made a presentation at the April 12, 2022, Council Study Session to ask about foregoing the Fourth of July celebration. It may or may not be a permanent change, but staff hoped it would be permanent. The funds budgeted for the 4th of July would be transferred to the Territorial Days budget.
- Territorial Days would become a big two-day event, September 2nd & 3rd.
 - On Friday night (September 2nd) there were plans for a band, dancing, and a beer garden. Saturday day (September 3rd) would be similar to past celebrations, but a little bigger.
 - The Prescott portable leased stage would be kept for some scheduled entertainment, including the Prescott Hawaiian Dancers. The school would also have their choir and duet singers performing. Staff wanted to reserve a chunk of time for local entertainment. Staff would advertise it and review possible local entertainment acts.
 - The inflatable kids’ entertainment would be replaced with more of a fair type atmosphere, with a petting zoo, (possible) Ferris Wheel, stilt walkers, jugglers, etc.

- Staff was requesting community groups provide food instead of food trucks.
- Saturday's events would end at 3:00 until the annual corn dinner.
- Council had requested that staff explore the option of having fireworks on Friday night.
- The food truck festival would be August 13, 2022. They were currently at 17-trucks with the goal of 25-trucks. The previous year they had 15 food trucks.
- The Movie in the Park summer series would start in June at Memory Park.
 - June 10 – Space Jam
 - July 8 – Onward
 - August 5 – Back to the Future
- Staff was working with Prescott and Prescott Valley on a cross community event for 2023. A possible date was May 21, 2023. The plan was to have a bicycle race from Chino Valley to Prescott Valley to Prescott. The event would also include things to do for non-bikers. Town would be hosting the opening night. Each Town would have their own beer garden, with all funds going to a school setting. The education foundation was not necessarily onboard with that, but the Lions Club sponsored the Million Word Challenge at all the schools, and they were willing to do it. All the proceeds would go to that, and it would be called Beer for Bucks. The date is flexible, and Prescott would hire an event promoter. They were waiting to hear if that date was available.
- Discussed under Old Business: The family of Wade Parker asked that a plaque not be erected in his honor, and instead requested any funds be put into the Wade Parker Memorial Scholarship Fund.
- Discussed under Old Business: The Mud Run would be put on pause. The Town did not have the staff to run the event and key PRAB members that had helped run the event were no longer members.
- Discussed under Old Business: Fencing along the State line on the Peavine Trail.

5) COMMITTEE CHAIR REPORT

- a) Committee Chair - Todd League
- b) Recreation Committee

Reported under the Parks and Recreation Manager's Report.

- c) Aquatics Committee

Hailey Byrd reported the following:

- 17 lifeguards, eight cashiers, and four pool leads had been hired.
- The target for opening day was Memorial Day weekend (weekend of May 28th). The date could be pushed back due to maintenance issues and parts.
- The final maintenance issues were being completed.
- The soft pool cover would be ready within a few months.
- Pool replastering for the entire pool would begin after the end of the season.
- Employee orientation would be in the next week.
- They hoped to have a maintenance person budgeted for July 1st.
- If they can't open, they would plan something to utilize the staff that had been hired. A

community water fight was suggested.

d) Parks & Trails - Richard Coleman

e) Finance Committee

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.

7) CORRESPONDENCE

8) OLD BUSINESS

a) Update and discussion regarding the Kite Festival.

Staff and Committee Members discussed the following:

- The kite festival was successful.
- The weather balloon was launched but broke away. It rose 65,000 feet before the radiosonde broke away with the parachute.
- The Embry Riddle students were wonderful. The work that went into the kite design was wonderful. They were great with the kids.
- The wind became strong and even the model airplane people had to stop flying their planes.
- The American Kite Flyers Association had issued kites and had become worried about valuable kites that were flying because of the strong winds.
- They managed to fly kites and two boys won prizes from Air Soft for the highest-flying kites.
- They had to close an hour early due to the wind.
- Most of the comments had been positive despite the winds.
- They served over 120 kids.
- The kite organization had discussed sponsoring the event if held again.
- They had 57 glider kits and approximately 47 pinwheels left over that could be used at next year's event.
- Staff thanked Dr. Somerville and Ms. Armstrong for their work on the event and in realizing Dr. Somerville's vision.
- They would consider a different time of year since May tended to be too windy.
- Future ideas included drones and hot air balloons. They had to be careful because they were in a no-fly zone. It took a lot of work to get approval from the FAA for special events.
- If the event were to continue and grow, they could start planning next year's event immediately.

9) NEW BUSINESS

- a) Update and discussion from Town Manager Blackmore regarding vacancy.

Staff and Committee Members discussed the following:

- Town Manager Blackmore introduced herself to the Committee.
- Chair Todd League had resigned.

- b) Discussion from Town Manager Blackmore regarding possible updates/amendments to the by-laws.

Staff and Committee Members discussed the following:

- With the recent resignation, it was a good time to review the Committee's bylaws.
- The Committee had discussed updates previously.
- It was a large board, but they had trouble getting a quorum, which might be something they could fix.
- Staff and Council thought the Board was very important and needed to stay as an advisory board.
- Staff wanted the Committee's input on needs and changes so the Committee by-laws could be updated.
- Changes would be taken to Council for approval.
- Staff thought the number of members should be lower to make it easier to get a quorum.
- Suggestions would be considered and reviewing other board bylaws would assist staff in suggesting any changes and updates.
- Members discussed whether they would vote to approve any changes before it went before Council. Staff would look into it, but were not familiar with boards doing that.
- Members discussed a change in the by-laws that allowed one or two members to not be Town residents.
- Members requested information on how a Parks and Recreation Advisory Board would run in other places, so they had a reference to go by. Staff suggested calling other Towns for a copy of their by-laws.
- Staff wanted all meetings put on pause until the by-laws were updated. Staff did not think it would take long to change.
- Board suggested changes were to get rid of the finance committee report, adjust communication issues between the Board and the Town staff, and more inclusion for the committee in Town events.
- Staff that may be involved in the update included the Town Manager, Ms. Thomas, and possibly the Town Clerk's office.
- By-laws could allow for agenda committee report items to be more general so more topics could be discussed.
- The current by-laws specified that the Chair position needed to be voted on by the Committee Members.
- Staff thanked the Board for all their work. Members could contact the Town Manager with any ideas or issues.

10) FUTURE AGENDA SUGGESTIONS

- Washouts on Peavine Trail
- Future Wind Festival

11) **ADJOURNMENT**

MOVED by Board Member Laury Holt, seconded by Board Member Dr. David Somerville to adjourn the meeting at 4:47 p.m.

AYE: Board Member Dr. David Somerville, Board Member Celia van der Molen, Vice-Chair
Donna Armstrong, Board Member Richard Coleman, Board Member Laury Holt

5 - 0 PASSED - Unanimously

Submitted: May 16, 2022.

By: *Sara Burchill, Deputy Town Clerk*

Approved: July 11, 2023.