

# DRAFT

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

**JUNE 5, 2018  
4:00 P.M.**

The Parks and Recreation Advisory Board of the Town of Chino Valley 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

Chair Todd League called the meeting to order at 4:07 p.m.

### 2) ROLL CALL

Present: Todd League, Chair; Carrie Barnes, Board Member; Debbe Hacke, Board Member;  
Donna Armstrong, Board Member

Staff Community Services Director Scott Bruner; Recreation Lead Dallas Gray; Lead Parks  
Present: Maintenance Worker Carlos Meadmore

### 3) APPROVAL OF MINUTES

- a) Consideration and possible action to accept the May 1, 2018 regular meeting minutes.

Boardmembers discussed the following changes:

- Page 3, 8a: Change the wording on the fourth bullet point to “Giving away the old t-shirts to a church or the Boys and Girls Club.”
- Item 5c: The Aquatics report was given by Hailey Byrd, not Carrie Barnes.

MOVED by Board Member Donna Armstrong, seconded by Board Member Debbe Hacke to approve the May 1, 2018 regular meeting minutes as corrected.

**Vote:** 4 - 0 PASSED - Unanimously

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

Recreation Lead Gray reported on the following:

- Fourth of July: The overhead banner was approved and is in the printing stage. The other banners were already picked up.
- Mud Run: Staff has started contacting the 2018 Mud Run sponsors and is updating all 2017 Mud Run information to the 2018 information including dates, contacts, logos, wave times, etc. 14 people were registered so far.
- Mr. Meadmore will help staff locate the Mud course event signs.

- Pool: Attendance was higher for the month than last year; the concession stand also had breaking records; and classes were full.

## 5) COMMITTEE CHAIR REPORT

### a) Committee Chair - Todd League

Chair League reported that:

- He is finishing the last report for the Yavapai Community Foundation for the \$4,000.00 in grant money that was received. The final report is due June 15.
- The possible cancellation of the Fireworks and events and notification to the vendors. The final call will be left to the Mayor.

The Board discussed possible boardmember applicants and how the application process is handled. Chair League explained that the process was handled by the Clerks office and approved by the Council. Boardmember Armstrong confirmed with Town Clerk Jami Lewis that the appointment meeting was scheduled for the June 26 Council meeting. New appointments could be at the July meeting if the paperwork is completed timely. The Board set the next meeting for July 10th and decided to cancel the July 3rd meeting.

### b) Recreation Committee - Donna Armstrong

Boardmember Armstrong suggested pulling Erick Smith and George Cooper's names off the Parks and Recreation Advisory Board Agenda's (Parks & Trails-Cooper/Finance Committee-Smith) because they are no longer boardmembers.

### c) Aquatics Committee - Carrie Barnes

Boardmember Barnes reported that:

- Memorial Day weekend was very busy at the pool.
- They have a new pool crew for the season.
- They had a deep water rescue and everything went well.
- The lifeguards are very attentive and the pool managers have been doing a great job.

The Board discussed the cost for a family larger than 5 people: It is an additional \$3.00 for a child or \$4.00 for an adult for anyone over the first 5 people. There is also a season pass available.

### d) Parks & Trails -

### 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.*

Anna Myslewiec, Owner/Operator of the Hitchin Post Bar-B-Que, stated she has a 27' smoking trailer with an open-air smoker that is fully licensed in Yavapai, Maricopa and Coconino Counties with business licenses in Prescott Valley, Prescott and they have been working with the Town of Chino on getting a brick and mortar site. They are available for events from two to 90,000 people and would like the Town to keep them in mind for events. They have been in business for eight-years and want to bring it to Chino to keep it as local as possible. They have also been working with several agencies to start a large specific food truck venue. The average food truck can service an event of about 2,000 people but their truck can service 5,000-6,000 people by themselves because they are larger and can pump out more food than most trucks.

**7) CORRESPONDENCE**

**8) OLD BUSINESS**

**a) Discussion and review of Chino Mud Run.**

The Board discussed the following:

- The Mud Run website is up and running.
- Changing the online registration cut off times from midnight to 5:00 p.m. with a notice that online registration has closed but that there is day of the race in person registration.
- Running out of t-shirts last year for the day of in person registrations.
- The church group that rented the mud course property provided improvements to the course, which were approved and supervised by Mr. Meadmore. They connected the waterline to George of the Jungle; added another line over to the tires course, making it a wet obstacle; cleaned up the event pits; built up the mounds; donated a thicker plastic for the pit areas; built up some pits and dug other pits deeper; added a volleyball pit by using donated material; and removed the house and concrete pad including all visible debris. The church had approximately 30 kids that may register for the Mud Run event.
- Possibly digging low shallow plastic lined mud pit hole for moms and toddlers and a complete mud village in the future.
- Shade, snack and water necessities.
- Asking for possible local donations from Safeway. There is also a Safeway grant available once a year. All event requests would need to be planned and requested at one time.
- Providing volunteers with a ticket for food with a maximum food donation attached (e.g., good for one hamburger, hot dog, etc.). At the end of the event, tickets and food items will be calculated and the vendors will be paid by the Town.
- Contacting Yavapai College about using the drone during the event again.
- Items still needing to be completed:
  - Contacting sponsors: Olsen's, Dr. Shannon (the event medic) who will also have two event teams, radio station packages and advertising, Chino Review articles, power company's electrical contractor, APS, Ace, and A-2-Z.
  - Phoenix Gazette/Arizona Republic advertisement, at a cost of approximately \$1,500.00 (order after July 1).
  - Posters and banners placement.
  - Advertisement in calendar for Chino Valley Cares.
- Possibly adding a review section for the Mud Run on the Town website or Facebook (if approved).

**9) NEW BUSINESS**

**10) FUTURE AGENDA SUGGESTIONS**

The Board discussed the following:

- Fourth of July Anthem – need someone to sing.
- Boys and Girls – they would like to incorporate the Boys and Girls Club with Town of Chino Valley events. They will be having a teen pool event.

**11) ADJOURNMENT**

MOVED by Board Member Donna Armstrong, seconded by Board Member Debbe Hacke to adjourn at 5:30 p.m.

**Vote:** 4 - 0 PASSED - Unanimously

Submitted: June 20, 2018.

By: *Vickie Nipper, Deputy Town Clerk*

Approved: \_\_\_\_\_, 2018.