

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

**APRIL 2, 2019
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 League called the meeting to order at 4:08 p.m.

2) ROLL CALL

Present: Todd League, Chair; Carrie Gofourth, Vice-Chair; Diego Mendez, Board Member; Richard Coleman, Board Member; Debbe Hacke, Board Member; David Somerville, Board Member

Absent: Donna Armstrong, Board Member; Celia van der Molen, Board Member

Staff Recreation Lead Dallas Gray; Recreation Coordinator Hailey Byrd; Community Services

Present: Director Scott Bruner; Councilmember Lon Turner

3) APPROVAL OF MINUTES

- a) Consideration and possible action to approve March 5, 2019 meeting minutes.

MOVED by Vice-Chair Carrie Gofourth, seconded by Board Member Diego Mendez to approve the March 5, 2019 regular meeting minutes.

AYE: Chair Todd League, Vice-Chair Carrie Gofourth, Board Member Diego Mendez, Board Member Richard Coleman, Board Member Debbe Hacke, Board Member David Somerville

PASSED - Unanimously

4) PARKS & RECREATION MANAGER'S REPORT

Recreation Lead Gray reported the following:

- They are currently recruiting for pool staff.
- The Women's Health and Beauty Expo was successful. There were over \$2,000 worth of donations for giveaways for those in attendance. The feedback was positive and some vendors were able to book clients. There were discussions on having the expo on Mother's Day next year.
- The Easter egg candies were found and there were several prizes to raffle for the upcoming Easter Egg Hunt event.

5) COMMITTEE CHAIR REPORT

a) Committee Chair - Todd League

Chair Todd League reported:

- Bea Coons sent a letter resigning from the Committee. She was removed as the Finance Committee Chair.
- The pool slide had been totally refurbished and painted and the showers were painted. Future work for new budget cycles included painting the lockers, painting the offices and building doors and re-plastering the pool and sealing the cement.
- Memory Park was completed and the playground equipment was installed and was a success.
- The restroom bids have closed and new restrooms will be going in at Memory Park. A water fountain for people and one for dogs will also be put in as part of the bid.
- Scott Bruner was upset about the pickleball people showing up at the Town Council meeting without letting the Parks and Recreation Board know. They needed to work with PRAB and staff.

b) Recreation Committee - Donna Armstrong

c) Aquatics Committee - Carrie Barnes

Vice Chair Carrie Gofourth reported:

- There had been a 25 cent increase at the pool the previous year and there would be another increase of 25 cents for the current year and again the next year. Swim lessons and Aquafit had a \$5.00 price increase with a \$5.00 discount for each child after the first one was enrolled.
- There were approximately 45 applications for the seasonal jobs.
- Jeff Stewart, a certified life guard instructor and fireman, will be training the lifeguards.

d) Parks & Trails - Richard Coleman

Boardmember Richard Coleman reported:

- Two dead trees at the north end of Railway Avenue were supposed to be removed, but could not be seen because of a berm.
- He was working with volunteers to help pull weeds.
- Perkinsville traffic was heavy and fast and there needed to be a hiking sign to help slow traffic.
- Kathy Schultz had written a grant for signage, kiosks, trail markers, and benches and she was waiting to hear about the grant. She needed an exact amount of what was needed and cost. If the grant was awarded, several people, including the Over the Hill Gang and Prescott Parks, would provide expertise to what would be beneficial for the trail and to ensure the Peavine Trail was kept cohesive.

e) Finance Committee - Bea Coons (no longer on Board)

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) Discussion regarding Mud Run price increase.

The Board discussed the following:

- The Mud Run prices for the surrounding area included: Flagstaff which had a limited time special for a free entry plus insurance cost of \$13.50 and a \$1.00 donation. After the special ended, the price was \$60; Maricopa currently had no date for next event and no price available; Payson had no price listed.
- The Towns of Payson and Flagstaff were conducting the mud runs and it appeared the Flagstaff event sites were permanent. The Payson event was held in an arena with small obstacles.
- Chino was the only Town in the tri-city area that had a mudding event.
- The proposed price increase to \$42.50 for the Chino event did not seem unreasonable and Boardmembers wanted to round off the price to either \$42 or \$43. The Board agreed to round the price to \$42. It was suggested that the price could go up a month before the event to \$48 (July 17-August 16) and go up again the day of the event to \$50.
- Brian from Beware who had provided the previous year's t-shirts had agreed to do the event t-shirts again. Last year there was an oversight and he was not paid for several months. He was assured this will not happen again and he will be paid 50% upfront and 50% after the order came in. Part of the delay in the previous year's payment was due to an incorrect post office box and post office delay.
- T-shirt color samples and sizes were discussed. The Board agreed to go with the Ash colored t-shirts.
- If the current t-shirt vendor fell through, Action Graphics AZ would provide the shirts for \$5 each.
- The Board still needs to confirm a date that was not close to Territorial Days. The Board decided to host the Mudder event on August 17, 2019.

MOVED by Vice-Chair Carrie Gofourth, seconded by Board Member Debbe Hacke to accept the fee schedule of \$42 up to July 17, \$48 up to August 16 and \$50 on the event day of August 17.

AYE: Chair Todd League, Vice-Chair Carrie Gofourth, Board Member Diego Mendez, Board Member Richard Coleman, Board Member Debbe Hacke, Board Member David Somerville

PASSED - Unanimously

b) Discussion regarding Flex Program.

The Board discussed the following:

- The community center could take part in the program.
- The Board must decide who would run the program – the community center or the Flex Program. The only management duties were to manage program instructors. The proceeds would go to the community center with the instructor paid out of the proceeds.
- The Program could provide certified instructors if the community center did not have their own.
- The Program would do all the work and the community center would be paid a percentage per person. There was also a monetary bonus if a person used the program more than five times. Staff would have to record the visits of the program participants to ensure payment.
- The Board wanted to have Cyndi Thomas from the Senior Center review the information because of her experience and get a recommendation on how to proceed.

- Boardmember Hacke said she would do the billing for the program at no charge if approved by the Town's Finance Director.
- The Town's approval for the program may be needed before moving forward.

9) **NEW BUSINESS**

a) Discussion regarding the Fourth of July event.

The Board discussed the following:

- Councilmember Lon Turner had been the president of the Parks and Recreation Foundation and helped to get the Fourth of July fireworks back in Chino Valley and kept the Fourth of July event happening throughout the years.
- The representative from Arizona Fireworks wanted to meet with the Mayor, Fire Marshall, and the Chief of Police to discuss their safety protocols and to ensure that all safety mechanisms were properly put in place prior to the Fourth of July fireworks program. The Board and Councilmember Turner believed he could show all the parties that he was a professional and would be able to set off the fireworks safely. He had come to Chino last year in the month of July after the Fourth of July and said that the firework set off location was very safe.
- The Police Department wanted the fireworks set off at Old Home Manor and the citizens be at the park for viewing, but Chair League and Cyndi Thomas wanted the fireworks at the field at the north end of the Park. The owner of the field lived in New Jersey and had been receptive to the fireworks set off from their property.
- Consideration of a laser show if the fireworks could not happen. It was an inexpensive alternative.
- Councilmember Turner explained that the Fourth of July had been handled by volunteers for many years, but the Town was now capable of taking on more than they had before with both financing and staffing. They needed to determine what the Town was capable of doing and see what the volunteers would handle.
- The goal was to raise as much money for the Parks and Recreation Foundation as possible. They had the Fourth of July event in their budget. The budget for the previous year, not including the fireworks had been \$7,000 and not all the funds had been spent. The Town had committed to another \$7,000 for the upcoming year.
- All job candidates that were interviewed have said they would work the Fourth of July. There will be approximately nine lifeguards that will work the event plus volunteers.
- Boardmembers wanted to have the events similar to what had been done the previous year.
- The band and food trucks were a successful part of the event. The Board considered not having concessions and only having food trucks, school concession and non-profits provide food at the event, which would open up the volunteers' time to run more events.
- A pallet of water, watermelons and pies had been donated from Safeway the previous year.
- The goal was for the Town to eventually take over the event.
- The Board will contact different organizations to see if they would be interested in an event booth.
- Consider contacting the High School to have the art class do face painting.
- Consider compensating the volunteers with a half price family pass for the games and bounce houses.
- The inflatable bouncy houses did not need volunteers because staff was provided with them.
- The money made from events and concessions stayed with the Foundation.
- Keep events hosted by non-commercial entities.
- Look into getting a dunk tank.
- Look into small rides, petting zoo and additional events and start reserving Freedom Station inflatables.

- Non-profit events included face painting, concessions, snow cones, and the High School band. There were several local non-profits that could be contacted.
- The objective was to raise money for the Foundation, and they should stick to groups that wanted the funds to stay with the Foundation.
- The Board would use the band Alter Ego again. Last year they charged \$500.
- Security was needed and last year there were two officers and four roaming security people.

10) FUTURE AGENDA SUGGESTIONS

11) ADJOURNMENT

MOVED by Vice-Chair Carrie Gofourth, seconded by Board Member Richard Coleman to adjourn the meeting at 5:34 p.m.

AYE: Chair Todd League, Vice-Chair Carrie Gofourth, Board Member Diego Mendez, Board Member Richard Coleman, Board Member Debbe Hacke, Board Member David Somerville

PASSED - Unanimously

Submitted: April 9, 2019.

By: *Vickie Nipper, Deputy Town Clerk*

Approved: May 7, 2019.