



MEETING MINUTES
Chino Valley Parks & Recreation Advisory Board
November 19, 2008
4:30 p.m.
1615 North Road 1 East, Chino Valley

1. **Meeting Call to Order:** 4:30pm

2. **Roll Call:**

Present: Eric Woods, Albert Gonzales, Vicki Warner, Lori Heiner, Sue Spahr

Absent: Grant Turley, Cheri Romley

Staff: Jason Kelly

3. **Approval of Minutes:** October 15, 2008

Ms. Heiner moved to accept the minutes with corrections. Mr. Gonzales 2nd.

4. **Staff Report**

- *Budget Update: the Town budget is currently holding strong however future estimates show state shared revenues are predicted to be short 4-8%. PRAB and staff will need to work together to be creative in delivering existing programming with the understanding finances will be affected. Finance Department is seeking creative solutions to balancing the budget.*
- *The Town is seeking new revenue streams and implementing cost savings measures. With PRAB committee input the Department has drafted a preliminary plan and will be submitting to administration for review. The purpose is to look for short and long range revenue for sustainable operations (for example, increasing fees, instituting property taxes or community facilities districts, etc). This plan mirrors components of a master plan. Members of PRAB request review of the final plan before submitted to Council.*
- *Received a \$500 grant from National Parks & Recreation Association for archery program*
- *Hosted Neighborhood meeting regarding proposed site of Dog Park. No objections received.*
- *Scheduling grant amendment for dog park on December Council Agenda. Mr Gonzales volunteered to represent PRAB.*
- *Solicited partnership/internship opportunities with NAU Recreation Management program*
- *Chamber Event: CV Hometown Christmas, Dec 12 & 13. Mr. Gonzales and Ms. Spahr volunteered to represent PRAB with an entry.*
- *"Willoughby Field" sign installed at CC Park F-3*
- *Preliminary design of turf removal with parking extension and other amenities on CC Park F-5*
- *Researching park signage/policies/rules in conjunction with Code Enforcement*
- *On-going research for Park Ranger/Adopt-A-Park program*
- *Halloween Event*
 - *Approx 2500 attended Trick or Treat Party, 900 attended the Swamp*
 - *300 community service hours, 40 volunteers*

- 48 booths
- Sponsorship: \$1700
- Cost: \$4300
- Revenue: \$1300
- Recovery: 30% (operation only)
- Special thanks to Cheri Romley and Sue Spahr for representing PRAB
- October Teenami
 - National Honor Society supervised first program at CC Park (50 patrons)
 - Recovery: 100%
 - Soliciting MATForce for future partnership/sponsorship
- Fall Softball League concludes Nov 21
- Coordinating with fitness instructor for the addition of 5 new programs to be phased in over time with the possibility of \$1000 revenue. Adding Pilates first.
- Upcoming & Ongoing Programs: Teenami: Sadi Hawkins Dance, Teenami: New Year's Luau Bash, Game Night, Pilates, Adult Drop in Bball, Painting Class
- Coordinating with CVUSD & Americorps Chapter to host Arctic Plunge event at the aquatic center in Jan/Feb

5. Committee Reports:

a. Parks and Trails

P&T Committee dedicated its November meeting to a preliminary review and critique of the draft revenue report.

b. Recreation

The Recreation Committee proposed to assist in creating new programs such as Christmas Caroling for the homebound and Game Night. Chair Woods requested the Recreation Committee continue working with staff to facilitate progressive policies and programs for the future residents.

c. Aquatics

The Aquatics Committee dedicated its November meeting to a review of the draft revenue report. Ms Heiner will be coordinating with Mr Turley regarding grants for aquatics services.

d. Finance

Jason Kelly presented on behalf of Ms. Romley. The Finance Committee recommended the revenue report include more detailed financial data and offered creative methods of delivering the concepts.

6. Call to the Public:

No Report

7. Correspondence:

Parks & Recreation received a letter of resignation from Board Member Grant Turley. Chair Woods recognized Mr Turley for his service. All should consider a replacement for this position. Jason will research policy regarding a replacement.

8. Old Business:

a. Updates regarding **PRAB Goals & Objectives**

PRAB will present a mid-year progress report including its goals and objectives with a target date of January 15, 2008. Chair Woods recommended PRAB condense the goals & objectives into a paragraph vision statement for the current and future residents, and emphasized the Board begin developing a vision for future services (balance current operations with future vision). PRAB will discuss its presentation during the next meeting on December 17 (or January 6 at the P&T Committee) with the possibility of each Board member discussing their areas of responsibility at Council.

b. Updates and clarification regarding **Home Rule ballot issue**

This referendum dictates the amount of revenues the local government can spend. Under Home Rule option the Town can spend 100% of its existing revenues for current needs & services. Under the State Expenditure Option the Town can spend approximately 53% of its revenues for the next two years, thereby severely impacting services. PRAB can submit an argument for the Home Rule proposition in the voter pamphlet (cost is \$80) and become information diplomats when in the public. Jason will be meeting with the youth sport organizations regarding this referendum.

c. Update regarding **Parks & Recreation Master Plan Process**

Mr. Gonzales briefly addressed the master plan for P&R. This tool emphasizes future service planning, acquisition, financing, etc. PRAB needs to become an integral driver of this process.

9. New Business:

a. Discussion regarding draft **Cost Savings & Revenue Implementation Plan**

See staff report above.

b. Review of **Community Center Park Field 5 turf removal & parking plan**

In an effort to conserve water staff has drafted a conceptual plan for removing turf at the CC Park Field 5. The benefits are decreased water use and increased parking while still preserving space for multi-functional use. This field will continue to be utilized by all user groups however there must be a plan for creating parking pursuant to Town Code and Development Services Department. Staff will continue soliciting vendors for possible financial contribution to the project. No resolution was met on this issue and will be tabled until the next meeting.

10. Future Agenda Items: Open to floor.

11. Adjournment:

Ms. Spahr moved to adjourn. Ms. Heiner 2nd.

Dated this 3rd day of December, 2008.

By: *Jason Kelly*

The Town of Chino Valley endeavors to make all public meetings accessible to persons with disabilities. Please call 636-9780 (voice) or 636-1787 (TDD) 48 hours prior to the meeting to request a reasonable accommodation to participate in this meeting. Supporting documentation and staff reports furnished to the Parks and Recreation Advisory Board with this agenda are available for review in the Parks and Recreation Office at 1615 North Road 1 East.