

Minutes of the Chino Valley Parks and Recreation Advisory Board, June 18, 2008, 4:30 pm, at the Aquatic Center

The Chino Valley Parks and Recreation Advisory Board (PRAB) Held a Regular Meeting open to the Public on Wednesday, June 18, 2008 at 4:30 pm at the Chino Valley Aquatic Center, Conference Room at 1615 North Road 1 East, Chino Valley, Arizona.

Action Taken during the meeting was as follows:

- 1) *Meeting Call to Order:* Meeting called to order by Eric Woods at 4:45 pm in the conference room at the Aquatic Center.
- 2) *Roll Call:* Present: Eric Woods, Albert Gonzales, Sue Spahr, Vicki Warner, Cheryl Romley
Absent: Marianne Wear, Grant Turley. Staff Present: Dean Smith, Jason Kelly, Bob Worthen, John Willoughby, Amy Larsen
- 3) *Approval of Minutes:* Accepted as written.
- 4) *Director's Report:* John Willoughby: John indicated that he would be retiring on June 27th. Jason Kelly has been appointed to act as Parks & Recreation & Senior Services Interim Director. Jason will formally assume duties Mon. June 30th. Letter has been sent to Yavapai County Trails Committee (YCTC) in support of Transwestern Pipeline. 2008/2009 budget is due for approval on June 26th. All departments have lost staff; P and R is down two staff members. John expressed his appreciation for the work of the PRAB committees. He introduced guests Kim Bartels and Lori Heiner. John discussed the change in meeting start time (4:30 p.m. from 5:00 p.m.)
- 5) *Committee Reports:*
 - a. Aquatics – Jason Kelly: Printouts on committee report provided. Two meetings of the Aquatics Committee; 1st meeting: brought members up to date on state of Aquatics; 2nd: meeting postponed. Overview of program. Marianne Wear resigned from committee. Jason introduced Lori Heiner as a prospective new Board member.
 - b. Parks & Trails – Vicki Warner: Overview of meeting and projects. Priority items identified as Peavine Trail, xeriscaping of the N.W. ballfield and dog park. Copy of newspaper article on dog park was discussed. 335 tons of surface material for dog training area are now on-site. Temporary fencing and boulders will be coming soon. Discussion on Peavine Trail situation revealed that Cortez Enterprises had erected fences/locked gates blocking travel to Prescott. Historically this route has been used, and is currently promoted as non-motorized/alternative travel.

c. Recreation – Sue Spahr: Sue introduced Kim Bartels as a member of the committee. Sue would like to recruit a senior, teenager and some general population members. Sue is interested in creating surveys about recreational needs.

d. Finance – Cheryl Romley: No report. Looking for old surveys, and ideas for new survey. Requests Chair of each committee to serve on Finance Committee. Discussion of importance of creative fundraising. Tentative budget is available on line. Cheryl will research and analyze the numbers re: Staff/Budget. John provided copies of the 2002 and 2004 Town surveys. John provided copies of the 2002 and 2004 Town surveys.

6) *Call to Public*: No member of the public addressed the Board.

7) *Correspondence*:

a. John Willoughby: Marianne Wear's resignation. Eric Woods read letter of resignation aloud on John's request.

b. Vicki Warner: Copy of letter addressed to Bob Worthen provided with correction re: YCTC Transwestern Pipeline letter.

c. Vicki Warner: Letter written by John Willoughby, Parks & Recreation Director, in support of a trail along the Transwestern Pipeline route, read aloud.

8) *Old Business*:

a. Parks & Recreation Master Plan - Jason Kelly: Jason provided copy of overview of master plan. Community input important via surveys, community forums. PRAB to be driving force in plan creation. Copies of Prescott and Prescott Valley's master plans are available for reference. Master Plan provides substantial tool for long-range planning. John indicated that a master plan also gives credibility to fund raising, grant seeking (wants and needs), and bonding for recreational facilities. Jason Kelly attended seminar on writing P and R master plans. Synopsis is available for reference. All committees to have input on surveys compilation.

b. Sustainability Strategies. John Willoughby/Cheryl Romley: needs to be on every Agenda. No report at this time.

c. Dog Park Council Presentation. The Council Agenda Action Form has been completed and this item is scheduled to be on Agenda, Thurs. June 26th '08 presentation by group: Chino Valley Dog Park Fundraising Committee. Concept of a dog park was approved as a CIP item in 2006 for Old Home Manor. It has since been moved to Community Center Park (CC) location and is now part of the CC conceptual. The dog park will partially replace the lake feature. John discussed Heritage Grant reimbursements for Phase III features and projects.

- 9) *New Business:*
- a. Resignation of Marianne Wear.
 - b. Board recommendation of new member. Jason Kelly introduced and provided some background on Lori Heiner, who has an extensive background in Aquatics. Her application is to be submitted to Town selection committee upon PRAB recommendation. She is part of the summer staff, but a temporary employee may serve on committee.
Motion: Sue Spahr moved that Lori Heiner be recommended to serve on PRAB Committee; 2nd by Cheryl Romley. Unanimous recommended.
 - c. CC Park Phase III Amphitheater: John Willoughby indicated that the Chino Valley Recreational Foundation has expressed interest in endorsing this plan as a central focus, including design aspects. Phase III has begun with the moving Of dirt onto the site for dog park. The Phase III project has been moved from 2007/2008 budget to 2009/2010 budget. P and R is faced with task of getting the support of many groups including the Recreational Foundation, dog groups, and general community for support, and is hoping to enlist a solid volunteer corps.
- 10) *Future Agenda Items:*
- a. Presentation from Chino Valley Dog Park Fundraising Committee to be placed on July agenda.
 - b. Update on Parks and Recreation Master Plan.
 - c. Sustainability Strategies.
- 11) *Other Business:*
- a. Cheryl Romley had requested that committee chairs serve as members of Finance Committee. Lori Heiner, Aquatics, if appointed is willing to serve; Grant Turley, Aquatics, was volunteered (not present to decline); Eric Woods, Parks & Trails, is willing to serve (with condition of combining meeting dates).
 - b. John explained steps to Cheryl Romley for requesting and distributing copies of budget documents.
 - c. A list of committee members was requested. Committee Chairs should have these available at the July meeting.
- 12) *Adjournment:* Motion to adjourn by Cheryl Romley; 2nd Albert Gonzales. Meeting was adjourned at 5:50 pm.

*Submitted this 24th day of June, 2008. Vicki Warner, acting Secretary
Approved as corrected: 7-16-08 : vw*