



Minutes of the Chino Valley Parks and Recreation Advisory Board May 21, 2008, 5pm, at the Aquatic Center

The Chino Valley Parks and Recreation Advisory board Held a Regular Meeting open to the Public on Wednesday, May 21, 2008 at 5:00 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 John Willoughby at 5:01 pm in the conference room at the Aquatic Center.

Introduction: Welcome and introduction of members.

- 2) *Roll Call:* All members present except Eric Woods and Cheryl Romley.

- 3) *Approval of Minutes:* First Board meeting; no minutes to approve.

- 4) *Director's Report:* John Willoughby distributed and discussed Resolution #08-862 which, when adopted by Council in January, created the PRAB. John also discussed the roles and responsibilities of the Board, its officers and its standing committees, and procedural protocol.

- 5) *Election of Officers:* Following discussion, the following members were nominated for office.

- a. Chairperson: Eric Woods. Moved, Sue Spahr; Second, Vicky Warner. Passed.
- b. Vice-Chairperson: Albert Gonzales. Moved, Vicky Warner; Second, Marianne Wear. Passed
- c. Secretary: Grant Turley. Moved, Marianne Wear; Second, Sue Spahr. Passed.

- 6) *Standing Committee Chairperson Appointments:* Following discussion of roles and responsibilities, Vice-Chairperson Albert Gonzales made the following appointments to chair standing committees.

- a. Parks and Trails – Vicky Warner (staff contact, Bob Worthen)
- b. Recreation – Sue Spahr (staff contact, Amy Larsen)
- c. Aquatics – Marianne Wear (staff contact, Jason Kelly)
- d. Finance – Cheryl Romley (staff contact, John Willoughby)

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



8) *Correspondence*: None

9) *Old Business*: None

10) *New Business*:

- a. Parks and Recreation Master Plan: John Willoughby discussed the need to create a parks and recreation master plan to address current and future needs of the community. This plan would act as a road map for short and long term development and growth. John Suggested that the PRAB would be instrumental in the development of this instrument, and that the process would last about one (1) year. Plans from other communities could and should be researched.
- b. Sustainability Strategies: John Willoughby indicated that all areas of parks, recreation and aquatics were increasingly challenged to find and implement new and creative strategies for ongoing sustainability; and that PRAB and each standing committee should consider this in future committee meetings.
- c. Meeting Schedule: The PRAB will meet on the third Wednesday of each month at 4:30 pm in the Aquatic Center conference room.
- d. Transwestern Pipeline: Vicki Warner submitted a letter indicating that the Yavapai County Trails Committee is working to have a trail dedicated along the new Transwestern Pipeline for recreational use. She is requesting that the Town draft a letter of support for this dedication. John Willoughby will submit an agenda item for Council consideration.

10) *Future Agenda Items*:

- a. Parks and Recreation Master Plan
- b. Sustainability Strategies

11) *Adjournment* : Meeting was adjourned at 5:59 pm.

Submitted this 28th day of May, 2008.

John T. Willoughby. Director, Parks and Recreation

