

MEETING MINUTES

TOWN OF CHINO VALLEY PARKS & RECREATION ADVISORY BOARD

December 1, 2009

5:00 p.m.

1. **MEETING CALL TO ORDER** 5:03 p.m. by chair Eric Woods

2. **ROLL CALL:**

Present: Eric Woods, Bill Cook, Sue Spahr, Cheri Romley, Vicki Warner, Lori Heiner (late arrival: 5:15)

Staff Present: Jason Kelly, Bob Worthen.

Guest: Michael Carter

3. **APPROVAL OF MINUTES:** *November 3, 2009 minutes motion to accept by Cheryl Romley; 2nd by bill Cook: accepted as corrected to reflect Bill Cook and Cheryl Romley present.*

4. **DIRECTOR'S REPORT**

a. **"Phase 3" contract & project update:** *The contract proposal has been rescheduled to Dec. 10th Council meeting. There has been an additional change to the contract after speaking with Risk Management. All present agree to presentation to council with changes to create a partnership between the town and the Recreation Foundation. Amounts of expenditures from donations and per project were discussed. Suggestion was made by Mike Carter re: Mid-Year Budget to allow for adjustments. Jason Kelly will meet with Town Manager on this.*

b. **Community Development Block Grant (CDBG) funding for Parking Lot Project** was presented by Cheryl Romley at Town Council for a request for funds for parking at South end of Community Center Park. Thank you to Cheri from Jason and compliments from board members.

c. **Parks & Recreation Master Plan status:** *work on this project is behind schedule. Facility reports were turned in to Jason Kelly. Needed is land use research for standards to adopt for future planning. There was some discussion about areas such as the retention basin at 4N and Rd. 1 W. Bob Worthen is working on the "in-kind" value for reporting. A Master Plan Study Session will be scheduled in January.*

5. **COMMITTEE PROGRESS REPORTS**

a. **Recreation:** *Sue Spahr: There will be caroling at Country West Park club house. Everyone is invited. Contact Sue for details; notice is also in newspaper. Community Hometown Christmas tree decorating, Chair Eric Woods: Eric, Sue and Jason will be there. Contact Sue for time. Rec. Dept. has decorations and a tree.*

b. **Parks & Trails:** *Bill Cook: Donated boulders have been moved to Trail Head at Perkinsville Rd. Thank you for donation of boulders was discussed. Surfacing is in planning; \$ are needed for the surfacing. Millings are available but have not been approved re: dust control. Plans were discussed re: an acknowledgement plaque to be presented at council meeting for large, ongoing, donor to community facilities and events.*

6. **CALL TO THE PUBLIC:** *None*
7. **CORRESPONDENCE:** *Letter of resignation submitted from Vicki Warner.*
8. **OLD BUSINESS**
 - a. **Consideration and possible recommendation to amend Resolution No. 08-862 to create an Ex-Officio Officer position on the Parks & Recreation Advisory Board for the Chino Valley Recreational Foundation, a 501(c)3 non-profit organization.**

Cheryl Romley moved to amend No. 08-862 to create this position. Bill Cook 2nd. Approved.
9. **NEW BUSINESS**
 - a. **Discussion regarding Town's proposed Water Ordinance and its impact on leisure services.**

Summary was provided by Jason Kelly followed by discussion re: proposed water conservation ordinance and its current and future impact on Parks and Recreation. There will be study sessions set up. Two committees are proposed: Outdoor and Indoor. Cheryl Romley moves the summary of the proposed Water Ordinance and its impact on leisure services be forwarded on to Town Council. 2nd by Sue Spahr. Approved.
10. **FUTURE AGENDA ITEMS:**
11. **ADJOURNMENT:** *Cheryl Romley moved to adjourn at 6:30 p.m. 2nd by Lori Heiner. Adjourned.*

Dated this 17th day of December, 2009 by: Jason Kelly:vw