

# SPECIAL MEETING MINUTES

## TOWN OF CHINO VALLEY PARKS & RECREATION ADVISORY BOARD

March 17, 2010

11:00 a.m

**1. MEETING CALL TO ORDER**

*Called to order at 11am*

**2. ROLL CALL**

*Present: Chair Eric Woods, Vice-Chair Albert Gonzales, Sue Spahr, Cheri Romley, Bill Cook, Lori Heiner*

*Absent: Mike Carter*

*Staff: Bob Worthen, Jason Kelly*

**3. APPROVAL OF MINUTES**

*None*

**4. DIRECTOR'S REPORT**

*Mr. Kelly forwarded a magazine to Ms. Romley regarding National Volunteer Recognition Week in April. Staff and Sub Committee to discuss possible recognition options as a part of its Volunteerism Program.*

**5. COMMITTEE PROGRESS REPORTS**

*No reports.*

**6. CALL TO THE PUBLIC**

*None*

**7. CORRESPONDENCE**

*None*

**8. OLD BUSINESS**

- a. Continued from March 9, 2010: Review and possible recommendation to Council to adopt Agreement between Town of Chino Valley and Chino Valley Little League Organization to operate concessions in the Community Center Park for term of April 1 – June 30, 2010.**

*The Board recommended staff include language in the agreement to communicate the Town will pay for annual health department permits, and that the Concessionaire will be responsible for payment of fines for any health department violations.*

*The Board also recommended the Department purchase and install a meter to account for energy consumption in the concession stand and field lights by future user groups. This will allow for accurate readings to calculate cost recovery.*

*The Board discussed possible payment methods for use of the concession stand including a flat fee, hourly rate (i.e. \$5), or percentage of gross revenues. A discussion ensued regarding the equal application for all user groups.*

*The Board recommended staff draft a letter to the User Groups communicating a future change in cost recovery policy effective January 1, 2011.*

*Ms. Romley motioned the Little League Concessions pay the Town a flat fee of \$650 under the current agreement March 25, 2010 through July 16, 2010 along with the adjustments mentioned. Mr. Cook 2<sup>nd</sup>. All voted in favor.*

**9. NEW BUSINESS**

**10. FUTURE AGENDA ITEMS**

**11. ADJOURNMENT**

Dated this 29th day of March, 2010 by: *Jason Kelly*