

MEETING MINUTES

TOWN OF CHINO VALLEY
PARKS & RECREATION ADVISORY BOARD
Sept. 7, 2010
4:00 p.m.

1. MEETING CALL TO ORDER

4:05pm by Vice-Chair Mike Carter

2. ROLL CALL

Present: Sue Spahr, Bill Cook, Albert Gonzales, Lori Heiner

Absent: Erick Woods, Cheri Romley

Staff: Shannon Gansz, Jason Kelly, Dean Smith, Bob Worthern, Stephania Dills,

3. APPROVAL OF MINUTES:

a. August 3, 2010

Ms. Spahr motioned to approve Aug. 2, 2010 minutes; Mr. Cook 2nd; Approved

4. CALL TO THE PUBLIC

None

5. ANNOUNCEMENTS

a. Miscellaneous staff announcements

STAFFING: *Mike Scannell secured approval from Council for monies to be reallocated for more part-time and full time staff with the Town.*

CAMERON PROPERTY: *Money reallocated from Water Resource Director budget to maintain through July 1 of next year. Council authorized \$30,000 for maintenance of property and \$60,000 to go to other services and needs. Expenses we have been incurring to be pulled from this fund and setting up mtg with property managers to take care of this process.*

UNIVERSAL CONCESSION AGREEMENT: *Scheduled to go to Council this Thursday Sept. 9, 2010.*

EVENTS SUMMARY: *The Town held it's first week long of events Mr. Kelly asking for input from staff.*

Report from Shannon Ganz on Territorial Days in the Park; "Dinner and A Movie". Both events not in the negative. Had hoped for bigger turn outs. All in all both events were positives.

Ms. Spahr's input about Pancake Breakfast was visitors also down, the Corn Dinner had good turn out, people from Prescott, P.V. and Phoenix. More people likely to come from farther away for one weekend event rather than two weekends.

- b. Miscellaneous Advisory Board announcements

None

6. COMMITTEE PROGRESS REPORTS

Parks & Trails:

- a. *Mr. Cook reported Memory Park Trail is complete for now, took two days, suggested to Bob if more edging is desired could be done.*
- b. *Trailhead paving job; chip material poor quality. Surfacing to be corrected before putting blocks down. Mr. Kelly to follow up this week as to status.*
- c. *Still working on sign ordinance for Trailhead area.*
- d. *Peavin Status: Proposal to put solar plant on Cortez property, control 2 mi of property between 4 and 5 south. Comment to work with City of Prescott so we want to connect. Status unknown as of now. George Sheets talking to Cortez owner Paul Roberts to come to some agreement and open new lines of communication for a resolution of this issue.*

Aquatics: *Ms. Heiner reported on year end attendance; revenues and breakdown of programs. Dollar Nights a success. Suggested having a year to year comparison for revenue.*

Recreation: *Ms. Spahr suggested the need for more activities for the middle school age children maybe movies, dances more activity through November through March.*

Finance: *No Report*

Cost-Recovery: *Committee not on agenda. Mr. Kelly forwarded a copy of cost-recovery chart to Mr. Scannell, Town Manager he seemed impressed with content but this suggested this needs to be done by the town as a whole, not just P&R, was recommended by Mr. Scannell using professional consultants. This would not meet January, 2011 deadline that was outlined for this project would take several more months.*

Volunteerism: *No Report*

7. CORRESPONDENCE

8. OLD BUSINESS

- a. ***Continued from August 3, 2010: Review and possible recommendation to Council to adopt instructor agreements for revenue-sharing programs.***

Ms. Gansz informed board, Prescott does not charge for business license, if instructor for the good of the community and Prescott Valley the same, instructor's paid from percent of fees charged. Need to further study at this time, was continued for next meeting.

9. NEW BUSINESS

- a. Review and discussion of Sub-Committee Goals/Objectives, and possible scheduling of PRAB's annual presentation to Council on September 23, 2010

AQUATICS COMMITTEE: FY 10/11 Goals

1. *Set up pool transit program maybe tied to new transit system in Chino*
2. *Set up swim team*
3. *Find revenue source to keep pool open longer*
4. *Revive deleted aquatic activities (movie at the pool, theme party nights, dances)*
5. *Develop programs in physical education within school system*
6. *Expand on this years special needs programming*
7. *Expand pool hours to meet the community's needs.*

RECREATION COMMITTEE: FY 10/11 Goals

1. *Reinstate original events/services prior to budget cuts*
2. *Offer Winter Programming (Youth, Adult, Family, Senior)*
3. *Recruit & schedule instructor partnerships*
4. *Offer fitness/wellness (Healthy Living)*
5. *Advocate and sell benefits of partnerships with Community Services*

FINANCE COMMITTEE: FY 10/11 Goals

1. *Develop Annual Operating and Program Budgets*
2. *Develop a plan to achieve 100% sustainability*
3. *Develop and implement a 5 and 10 year Program for Parks and Recreation including financials*

PARKS & TRAIL COMMITTEE: FY 10/11 Goals

1. *Complete Parks Rules and Ordinances*
2. *Signage for Parks*
3. *Trailhead Improvements*
4. *Master Trails Plan*
5. *Continue w/Phase 3*

COST DISTRIBUTION: FY 10/11 Goals

1. *Create policy for Dept Structure and Fee Calculated cost distribution of the expenditures budget for Parks and Recreation into (10) areas.*
2. *Have Town Council establish a "Percentage and Structure Policy" for those costs to be utilized and recovered doing business, budgeting and establishing fees in each of the (10) areas.*
3. *Establish what areas the General Fund will support and by how much through Councils recovery requirements in an eventual policy that will assist with fee structures and budgeting.*
4. *Have a policy illustrating effectiveness in spending and fee accountability, General Funding Justification and a commitment visible to the public in all (10) areas.*
5. *Have a policy to assist in maintaining levels of staffing as needed, provide accountability concerning growth and its cost, monitor the level of public program support and participation, have flexibility with General Funding support, establish public fee and program commitments and create improved administrative and operation decision making for funding all (10) areas.*

No action taken regarding annual presentation to Council.

10. ADJOURNMENT

Mr. Spahr motioned to adjourn, *Mr. Gonzales 2nd*; *Approved.*

Dated this 30th day of July, 2010 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.