

**TOWN OF CHINO VALLEY  
PARKS & RECREATION ADVISORY BOARD  
REGULAR MEETING MINUTES**

**TUESDAY, DECEMBER 6, 2011  
4:00pm**

The Parks and Recreation Advisory Board of the Town of Chino Valley, Arizona convened for a regular meeting on Tuesday, December 6, 2011 at the Aquatic Center Conference Room, located at 1615 N. Road 1 East, Chino Valley, Arizona. Mike Carter called the meeting to order at 4:00pm.

**ROLL CALL:**

Members present: Mike Carter, Sue Spahr, Cheryl Romley, Eric Smith, Alicia Steinberg

Members Absent: William Cook, William Barlow

Staff present: General Services Director Cecilla Watts, Recreation Manager Shannon Gansz

Guest present: Councilmember Lon Turner

**3. APPROVAL OF MINUTES:**

3a November 1, 2011

Cheryl Romley moved; Eric Smith seconded; passed

**4. PARKS AND RECREATION DIRECTOR'S REPORT:**

4a. Discussion as requested by Board Member Smith by e-mail per recent Council Action  
Cecilia Watts discussed the Council's Strategic Planning process and the Council's brief discussion regarding recreation.

4b. Department Report

Shannon Gansz reported on items she is working on – Concessions agreement, Park signs, and an aquatic's manual.

Shannon and Cecilia discussed the Council agenda item on repairs at the Aquatic Center and the Council's approval of \$64,000 in improvements. Also discussed the skate park, the rodeo grounds, and the Town's insurance carrier coming in February to perform an assessment to determine their risk.

Eric Smith mentioned that if we close the skate park there might be some anger so we should perhaps consider some alternatives. Shannon is looking into possible grants for the skate park but there is limited funding available. He suggested the Advisory Board might be able to help in this endeavor.

4c. Financial Statement (Recreation & Aquatics)

**5. COMMITTEE CHAIR REPORTS:**

5a. Parks & Trails Committee – Bill Cook, No report available.

5b. Recreation Committee – Sue Spahr, Chair Sue Spahr mentioned that the December teen night event was cancelled but there will be a dance in January.

5c. Finance Committee – Cheryl Romley, No report available.

**6. CALL TO THE PUBLIC:** No call to the public.

**7. CORRESPONDENCE:** No correspondence.

**8. OLD BUSINESS:**

8a. Continue discussion of staff drafted PRAB Bylaws and all future board direction and recommended internal changes

Cecilia Watts had incorporated by-law recommended changes directly into the by-laws per Mr. Carter's request. The Advisory Board would like to review these items and bring suggestions to next month's meeting. Cheryl Romley asked staff to check with the Clerk's office to determine if a secretary is a \*mandated\* position.

**9. NEW BUSINESS:** No new business

**10. FUTURE AGENDA SUGGESTIONS:**

Community Center Phase III – funding balances and possible suggestions for using funds (with permission) in a different fashion. Discussion regarding the Dog Park, funding as well as possible plans.

Continued discussion regarding the by-laws.

11. **ADJOURNMENT 5:10PM**  
Dated this Monday, December 6, 2011  
By: Cecilia Watts, General Services Director

DRAFT