

**TOWN OF CHINO VALLEY
PARKS & RECREATION ADVISORY BOARD
REGULAR MEETING MINUTES
TUESDAY, OCTOBER 11, 2011
4:00PM**

The Parks and Recreation Advisory Board of the Town of Chino Valley, Arizona convened for a regular meeting on Tuesday, October 11, 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 4:01PM

Members Present: Mike Carter, (chair) Sue Spahr, Cheryl Romley, Bill Barlow

Members Absent: Bill Cook

Guest: Alicia Steinberg

Staff Present: General Service Director Cecilia Watts, Town Engineer/Public Works Director Ron Grittman, Liz Hart (recorder)

3. REVIEW AND APPROVAL OF SEPTEMBER 7, 2011 MINUTES

Cheryl Romley moved; Bill Barlow seconded; passed.

4. PARKS AND RECREATION DIRECTOR'S REPORT

4a. Staff Items

Ron Grittman presented a brief overview of Parks and Aquatics maintenance projects, and advised of the Heinfield Meech fee study.

Cecilia Watts advised that she and Shannon Gansz developed some goals for the Parks and Recreation Division:

- Halloween tailgate party.
- Working on exploring options for recreational facilities for the town to use as the school cancelled the reciprocal use agreement they had with the Town
- Work with the Springfest Committee on a change of direction for the 2012 Spring Fest, as the Town's event follows a Chamber event that provides similar activities.
- Develop a standardized user/events agreement form and fee agreement.
- Develop a "Volunteer" packet, which will go through attorney and council for approval.
- Extend the pool season for next year and therefore increase the amount for season passes.
- Develop a pre-teen night to encompass different age groups.

5. COMMITTEE CHAIR REPORTS

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

5b. Recreation Committee – Sue Spahr - Nothing to report.

5c. Finance Committee – Sheri Romley - Nothing to report.

6. CALL TO THE PUBLIC; - No one spoke.

7. CORRESPONDENCE; - No correspondence was presented.

8. OLD BUSINESS

8a. Board Member/Staff Updates concerning Past Discussions of Changes and or Direction

The Board discussed what they believed their roles are and requested from staff a first draft of amended by-laws and what the committee should focus on.

9. NEW BUSINESS - No new business

10. FUTURE AGENDA SUGGESTIONS

- November develop a preliminary mission statement.
- Suggested by-law amendments

11. ADJOURNMENT

Cheri Romley moved; Bill Barlow seconded. Motion passed at 5:15PM

Dated this 13 day of September, 2011

By: *Liz Hart, Town Clerk Assistant*