

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

**AUGUST 16, 2023
1:30 P.M.**

**CHINO VALLEY COMMUNITY CENTER
1527 N ROAD 1 EAST, CHINO VALLEY, AZ**

Present: Chair Celia van der Molen; Vice-Chair Larry Holt; Board Member Jeffrey Crandell;
Board Member Susie Jarvis; Board Member Michael Pickett

Staff Community Services Director Cyndi Thomas; Senior Recreation/Events Coordinator

Present: Hailey Byrd; Recreation/Events Coordinator Morgan Heiner; Facilities and Parks Manager
Jason Olson; Deputy Town Clerk Sara Burchill

1) CALL TO ORDER

Chair van der Molen called the meeting to order at 1:32 p.m.

2) ROLL CALL

3) APPROVAL OF MINUTES

- a)** Consideration and possible action to accept the July 11, 2023, special meeting minutes.

MOVED by Board Member Jeffrey Crandell, seconded by Vice-Chair Larry Holt to approve the July 11, 2023 minutes with the correction to the typo "chili cook Ooff" on page two.

AYE: Chair Celia van der Molen, Vice-Chair Larry Holt, Board Member Jeffrey Crandell, Board
Member Susie Jarvis, Board Member Michael Pickett

5 - 0 PASSED - Unanimously

4) PARKS & RECREATION ADVISORY BOARD LIAISON REPORT

Jason Olson, Facilities and Parks Manager, presented the following:

- The Chino Valley Cemetery would soon become part of the parks system. Staff was going through the process of getting the land into Town control. They would then work on figuring out the operations side of it.
- The pool had been operating well with no major issues since the 2” main break under the slab which caused it to shut down for three or four days. Although water got into the building, it did not seem to cause any damage. The pool would close in 18 days.
- Staff was still working on getting a date for resurfacing of the pool.
- Parks hired another full-time maintenance worker and now had enough people for two crews. Two staff members were taking care of the north campus, Town Hall, and the new Police Department. The rest of the staff would take care of the Community Center.
- All the fields had been edged and Staff was trying to keep up with the weeds.

Morgan Heiner, Recreation and Events Coordinator, presented the following:

- The pool had to close a few times because they didn’t have the necessary staff due to sick calls. They had a solid staff this year who wanted to work, but many of them were still in school which had just started up again, so mornings could be tough, and some got full-time jobs. Afternoons and weekends were well staffed.
- Toddler and lap swim had been well attended. 4:00 p.m. – 8:00 p.m. depended on the day and weather; weekends were busier.

The Board and Staff discussed the following:

- One member asked about seniors working for the pool.
 - Staff stated that it was required to be CPR and first aid certified, which could be rigorous. They had tried hiring some older adults before and one was able to work while the others did not make it to opening day.

Hailey Byrd, Senior Recreation and Events Coordinator, presented the following:

- Her focus right now was Territorial Days, which was going well.
- Ms. Byrd provided a Territorial Days packet to the Board. This would be their first year adding a third day.
- Staff started working on the Harvest Festival partnering with Yavapai College to provide bounce houses.
- Staff would soon be gearing up for Halloween.
- Movie in the park would be held on Friday.

Cyndi Thomas, Community Services Director, presented the following:

- The Town needed performers for Territorial Days. Staff was focusing on 15-minute acts, but would allow more time for bands to account for set up and tear down.

5) **CALL TO THE PUBLIC**

Call to the Public is an opportunity for the public to address the Board concerning a subject that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 15 minutes per meeting. Board action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism.

6) **CORRESPONDENCE**

7) **OLD BUSINESS**

- a) Consideration and continued discussion regarding strategic planning of the Board members' priorities.

The Board and Staff discussed the following:

- Last month the Board talked about priorities with the first priority being youth. Staff wanted to further discuss what that meant, how the Town could serve youth and how the Board could make that a priority.
- The Board and staff briefly discussed offering various events.
- Sports were discussed in different capacities such as Town facilitated or by partnering with outside organizations. Currently the Town only offered the complex, not organized, league sports. The Town did not have the number of fields needed nor the correct sizes for different age groups. There were also not enough lit fields. Discussion ensued regarding possible solutions and their challenges including building more fields at Old Home Manor, fabricating the current fields.
- The Board and staff discussed how often 10 – 16-year-olds used the pool.
 - Staff mentioned that there had been discussion about swim teams or having work out times for youth. Some sports groups did use the pool for lap swim and other workouts, along with the Fire Department.
- One member stated that more was needed from 6:00 p.m. – 8:30 p.m. as most of the current events were held during the day. Staff stated the pool was open until 8:00 p.m. during the week and the schedule could be amended based on need. The Town would need partners to provide more manpower.
- The Board discussed partnering with the equestrian center for summer activities/programs.
- Discussion ensued regarding whether there's really nothing for kids to do in Town or if what is offered is just not what the youth would prefer.
 - The Board discussed what kids had requested to have available to them, particularly a skate park. Staff stated that the insurance for a skate park nearly exceeded the entire Recreation budget.
- The Board discussed whether a lack of activities was the issue, or if transportation to get kids to activities was the issue.
 - Discussion ensued about whether having a proper trail system would help so that kids could safely get around Chino via walking or bicycling.
 - The Board and staff discussed that Chino did have a transportation system with Yavapai Regional Transit (YRT). It was on a fixed route but would pick people up if they were within one mile of a bus stop. It was currently free to ride. The pool parking lot was a stop for YRT. The Board could look at partnering with Yavapai Transit.
 - There was discussion about partnering with YRT for the Paulden Plunge to include Chino Valley kids. Staff discussed the rules and parameters around Paulden Plunge because it was funded by State money.
 - The Board and Staff discussed using Town vehicles to pick up and transport people for certain events.
 - Discussion ensued regarding the safety of public transportation and community perception of the safety of public transportation. Staff felt that the town shouldn't focus on how to get children to events.
 - The Board felt that it was an issue but might not be a priority for them to address.
 - The board discussed other options for travel/trails, including foot bridges over Highway 89.
 - Staff mentioned that the Town had a concept on paper to connect the Peavine to the

West side of Town to provide other opportunities for connectivity for bike riders, equestrians, walkers and runners.

- The Board discussed whether more children would walk/bike to school if there were sidewalks or a trail system not connected to the roads. Flagstaff's trail system was mentioned as an example. Safety of a trail system was also discussed.
- The Board asked how they could find people to partner with and whether they needed to go to them or wait for partners to come to the Town.
 - Staff stated it would be a little of both. The leagues were already facilitated, so the Board would need to determine what else was available and how the Town could find someone to help facilitate it.
- The Board began discussing that their focus should be on partnering and getting the word out (marketing and advertising) rather than development.
 - Staff asked about a light up marquee. Something like this would have to be approved by ADOT (if it were to be placed along Highway 89). Locations discussed included Town Hall and the Community/Aquatic Center.
 - One member looked up the cost of marquees and they were about \$3,000.
 - Members and staff also discussed working with the high school to replace the slide letter board sign for an additional marquee signs.
 - Members discussed that the boards could also be used to communicate emergencies.
- Discussion ensued about "pop-up micro games" and how the Town could facilitate them.
 - Staff suggested that events such as this should be consistent to gain traction with the community. Consistency would also help parents to be able to plan for transportation for their children to attend.
 - Staff suggested making pop-up sports, partners, and events as one category. The Town could purchase all the equipment and partner with an organization to run the event. Then use marquees to let people know about them.
- Lights on the fields were still a priority, but the pop-ups and marquees should be above that.
- The Board's priorities were outlined as follows:

1. Marquee
2. Pop-up sports
3. Trail System
4. Light field 4

- Staff asked what the board would want to take to a public meeting (as required in the bylaws) and present in a survey.
 - The Board wanted to take the issue of advertising to the meeting and use the survey to ask people how they get their information and how they would like to receive information.
 - One member felt that all the issues needed to be taken to the meeting in a survey to get the public's opinion and get buy-in. Other members felt it should be narrowed down to the higher priorities.
 - Surveys could be done in a multi-faceted fashion (survey monkey, social media, etc.)
 - Staff brought up long-term priorities and goals and asked about bringing them to the public. Members felt that going beyond five years wouldn't be helpful as things would change in that amount of time.
- Discussion ensued about moving the dog park to Center Street Park and building pickleball courts at the current dog park and where those projects should be placed on the priority list.
 - Board members further discussed the reasons and needs for these projects including the amount of people playing pickleball, how much would be needed for each project, and the benefits and possible downsides of the project. The Chino Valley Pickleball Club would be looking for grants and other funding to help with the project.
 - Staff had heard that people might not accept the dog park at Center Street Park and

suggested that the survey would be a good opportunity to ask that question.

- Members discussed that the trails would be an ongoing project and should be a priority each year.
- Members and Staff discussed different options for indoor courts such as a metal building/barn that would make the project more feasible in three years rather than five years.
- 1st year priorities
 - Recreational opportunity improvements.
 - Dog park
 - Trails
- 2nd year priorities
 - Pickleball
 - Lighting
 - Trails
- 3rd year priorities
 - Trails
 - Metal barn (multi-use facility/indoor courts)
- Beyond
 - Trails
 - Multi-use facility

8) NEW BUSINESS

- a)** Consideration and possible discussion regarding the planning of a Community Meeting.

The Board and Staff discussed the following:

- Staff felt that the Board needed to set a date for the meeting in order to get ready for it.
- The survey would be part of the meeting.
- The meeting would help to have some answers as to the Community's priorities to prepare for budget talks in February.
- Various timeframes, dates, and locations were discussed.
- The Board decided on December 4, 2023, at 6:00 p.m. at the Community Center.

- b)** Consideration and possible discussion regarding providing a letter of support for grant opportunities for the Peavine Trail.

Cyndi Thomas, Community Services Director, presented the following:

- Part of the Town's responsibility before connecting the Peavine was fencing the Town's portion of the trail which was two miles each way.
- A one-quarter mile portion of the trail was just sand which presented a couple challenges with the likelihood of the fencing or even the trail being washed away. ADOT had a transportation grant that would allow the Town to receive funds to help plan how to accommodate that creek bed. Staff would be asking for about \$100,000 and the Town would have a 5.7% match.
- Staff needed support letters for the grant and was asking the Board if they would like Staff to draft a support letter for the Chair to sign.
- The Board agreed.

9) **FUTURE AGENDA SUGGESTIONS**

a) Consideration and possible discussion regarding the next meeting date and time.

- The Board discussed various dates and scheduled the next meeting for September 13, 2023, at 1:30 p.m. at the Community Center.

10) **ADJOURNMENT**

MOVED by Vice-Chair Larry Holt, seconded by Board Member Jeffrey Crandell to adjourn the meeting at 3:17 p.m.

AYE: Chair Celia van der Molen, Vice-Chair Larry Holt, Board Member Jeffrey Crandell, Board Member Susie Jarvis, Board Member Michael Pickett

5 - 0 PASSED - Unanimously

Submitted: August 31, 2023.

By: *Sara Burchill, Deputy Town Clerk*

Approved: September 13, 2023.