

**MINUTES OF THE SPECIAL  
PARKS RECREATION ADVISORY BOARD  
OF THE TOWN OF CHINO VALLEY**

**MARCH 28, 2017  
4:00 P.M.**

The Parks & Recreation Advisory Board of the Town of Chino Valley, Arizona, met for a Special Meeting in the Chino Valley Council Conference Room, located at 202 N. State Route 89, Chino Valley, Arizona.

**1) CALL TO ORDER**

Vice-Chair Eric Smith called the meeting to order at 1:12 p.m.

**2) ROLL CALL**

Present: Carrie Barnes; Deryl Jevons; Eric Smith; Donna Armstrong

Absent: Todd League; George Cooper

Staff Present: Lead Parks Maintenance Carlos Meadmore

**3) Consideration and discussion regarding status and planning for the August 26, 2017 Chino Mudder.**

Vice-chair Smith confirmed Parks and Recreation Advisory Board's interest in hosting in another Mudder.

The board discussed success and areas of improvement, areas of focus, planning calendar, town staff role vs. volunteers, meeting schedule, fees schedule, computer system, registration application, and age group for marketing. Also suggested having course map layout with registration.

Problems:

1. Onsite registration 5-10 minutes for sign up.
2. Distribution of participant bags after the race not prior.
3. Parking too far from the event. Needs more signage on where to park for the event.
4. Mudder ground; need more gravel at the entrance, chairs for registration, tables and water at the first aid station, need proper set up for the bag check. Change layout to limit spectators and work vehicles from crossing track.
5. Berm restoration was timely and labor intensive. Causing questions of Track route.
6. Improved shower facility. Water pressure issued need greater pump.
7. Walk the entire course to ensure course is ready as some of the obstacles did not have water in them. Need to saturate water pits earlier during prior week.
8. Suggested course and facility modifications.
9. Bigger foot ledge on the up and over obstacle 19.
10. Climbing blocks or rope on wall number 7.
11. Lower tires or raise water level obstacle 15.
12. Directional signage, unknown what function of obstacle 13.
13. More rows of barrier flagging to make one crawl under banner obstacle 16.
14. Lack of adequate water in obstacles 6 and 3.

15. Define course layout between obstacle 16 & 17.
16. More definition to show divided obstacles for shared obstacle 8, 14, 18.
17. Size appropriate lean on me.
18. Youth sized t-shirts.
19. Additional wall obstacles, which graduate in size.
20. Additional knee and crawl through muddy sites.
21. Radio per obstacle station.
22. Food vendors on site.
23. Live music.
24. Event in progress signage in yellow.
25. Signage for highway to event.
26. Ask APS about inflatable, 1 K course for little kids.
27. Photographer to post on line pictures for purchase for the participants.
28. Additional volunteers need to cover obstacles, registration, check in, first aid station, bag check.

#### Marketing:

1. Build obstacles and get donation from sponsors.
2. Fliers, banners, radio spots, email blasts, home town radio, comps, face book proms, town web site, event page.
3. Fund raising.

Tracking expense costs vs. incoming funds.

#### Volunteers and employee time

1. Jeep posse for a donation.
2. Use of employees from other departments.
3. Use of probationers.
4. Yavapai College & Embry Riddle volunteers.

Vice-chair Smith commended the committee and the board in getting the 2016 event together.

The board discussed the following Calendaring for 2017 event:

#### April

1. Statewide tourism calendaring.
2. Save the date banners in various Town locations.
3. Walk and assess the course.
4. Radio promos.
5. Newspaper information registration.
6. Gmail account.
7. General email address for Parks and Recreation Advisory Board.
8. Fee schedule and waves of teams.
9. Website and face book page.

#### May

1. Course review continued if needed.

2. Info to CVUSD students
3. Mudder promotional display at July 4 event, library, & Aquatic center.
4. Live broadcast, power, and generator.

Fee schedule:

1. Individual, Tandem (2), Group (4).
2. Pre-registration and day of event.
3. Price increase.

Wave schedule:

1. Earlier start time.
2. First wave competitive schedule 8:30 a.m. with awards.
3. Time between waves 30 minutes.
4. Two family waves includes children and other are adult (non-family) waves.
5. Costume wave with awards.

- 4) Consideration and discussion regarding agenda item topics for the regular meeting of April 4, 2017.

1. Staff updates.
2. P.A. system.

- 5) ADJOURNMENT

MOVED by Donna Armstrong, seconded by Deryl Jevons to adjourn the meeting.

**Vote:** 4 - 0 PASSED - Unanimously

Submitted this 5th day of April, 2017.

By: *Jami Lewis, Town Clerk*

Approved: May 2, 2017