

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

**MAY 7, 2019  
4:00 P.M.**

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

**1) CALL TO ORDER**

Chair League called the meeting to order at 4:00 p.m.

**2) ROLL CALL**

Present: Todd League, Chair; Carrie Gofourth, Vice-Chair; Diego Mendez, Board Member; Donna Armstrong, Board Member; Richard Coleman, Board Member; Debbe Hacke, Board Member; David Somerville, Board Member; Celia van der Molen, Board Member

Staff Recreation Lead Dallas Gray; Recreation Coordinator Hailey Bryd; Parks Supervisor Jason  
Present: Olson

**3) APPROVAL OF MINUTES**

- a) Consideration and possible action to approve April 2, 2019 meeting minutes.

Boardmembers corrected the first sentence under New Business to reflect the following changes: Councilmember Lon Turner was currently the Chairman of the Parks and Recreation Foundation.

MOVED by Board Member Donna Armstrong, seconded by Board Member Celia van der Molen to approve the April 2, 2019, regular meeting minutes as corrected.

AYE: Chair Todd League, Vice-Chair Carrie Gofourth, Board Member Diego Mendez, Board Member Donna Armstrong, Board Member Richard Coleman, Board Member Debbe Hacke, Board Member David Somerville, Board Member Celia van der Molen

PASSED - Unanimously

**4) PARKS & RECREATION MANAGER'S REPORT**

Recreation Lead Gray reported that the pool staff had been hired and were being trained for the opening of the pool. Staff was also working on upcoming events.

**5) COMMITTEE CHAIR REPORT**

- a) Committee Chair - Todd League

**b) Recreation Committee - Donna Armstrong**

Ms. Armstrong requested the role of the recreation committee chair be clearly defined so that she would understand what was expected of the position. Chair League explained that the position had not changed and Ms. Armstrong should continue to perform the duties as she had in the past.

**c) Aquatics Committee - Carrie Gofourth**

Ms. Gofourth reported that the pool would be opening soon and the final staff training was underway. The new rates had been implemented.

Ms. Byrd explained that the pool would be opening the upcoming weekend and the first school would be using the pool on the upcoming week.

**d) Parks & Trails - Richard Coleman**

Mr. Coleman reported on the following:

- The Over the Hill Gang was still working on the Peavine Trail connection.
- The trees on the trail would be removed.
- Discussed possible grant funds.

The Board discussed the possibility of the development of a housing subdivision consisting of 180 acres north of Bright Star and southwest of East Perkinsville that would be close to the Trail. The Trail would be protected from any development. The Board discussed if the developer could be asked to help develop the portion of the trail near the subdivision.

Councilmember Lon Turner helped to clarify the role of the Parks and Recreation Department with the continued involvement of the Parks and Recreation Advisory Board (PRAB). Any projects that PRAB or the Recreation Foundation supported would be taken to the Recreation Department staff, who would then present it to the Council if appropriate. The Board could draft a letter to the Recreation Department staff regarding the developer assistance on the trail and then the staff would take the appropriate measures to move it forward. This would help take some of the workload off the volunteers.

Boardmembers discussed how the involvement of staff would change their role in the production and development of activities, facilities and trails, with the Board becoming more of an advisory board for the recreation staff rather than an event board.

**e) Finance Committee -**

This position may no longer be necessary because finances would be run by the Town. There would be no change in how the Fourth of July would be handled and all the money would remain with the non-profits. The Board would raise money at events, but may not have any further say on how the raised funds would be used. Chair League would get further details regarding finances and report back to the Board.

6) **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.*

7) **CORRESPONDENCE**

8) **OLD BUSINESS**

Board Members discussed the following regarding:

*The Mud Run:*

- The website was live and running.
- Updated the Active site but the wave times needed to be capped. Staff would need to do a mock registration to see if the caps worked.
- The first responders' wave had been removed because it was not successful.
- Needed to hype and emphasize the costume wave this year.
- An amputee group wanted to participate through a sponsorship group that would participate in the actual event to raise support and awareness for the group. They were interested in free or discounted tickets.
- Staff had reached out to Phoenix news station for a phone interview and were waiting to hear back.
- Will reach out to Yavapai Exceptional Industry (YEI) to see if they wanted to participate.
- Radio station – get involvement from the local radio station for free publicity in exchange for free Mud Run tickets same as the Board had done last year.
- Obtain an Affinity RV with air conditioning with medic available or talk to Police about using the mobile command center.
- Contact AMR Lifeline to see if there was an EMT they could provide. They could have a team participate.
- Will talk to Findlay Toyota about a sponsorship for either the t-shirts or the medals. They could also sponsor a BBQ and pay for the food which would eliminate the food truck. Any money raised would come back to the Mud Run. Staff would get numbers for medals and shirts to present to them. They could have Findlay set up their slide for the finish line and call it the Findlay Finish.
- Needed to get new signs as the signs were previously ruined.
- Olson's sponsorship provided hay bales which will be needed again.
- Star Island Motorsports wanted to have quads available for transport at the event but the quads may tear up the event site. They could find another way to get them involved.

*Flex Fitness Program:*

- Lifeguards could do classes and would be trained for free.
- The training fee could be waived.
- The lifeguards would be paid through the program.
- Ms. Thomas needed to talk to Boardmember Hacke to get the information.

*Pickle Ball:*

- Citizens continue to be interested in a Chino Pickleball court.
- The Chair gave the numbers from the Prescott Pickleball court expansion which came in at \$113,000 which was for a brand-new facility.
- The Board needed to send a directive to Scott Bruner and Cyndi Thomas to gather information to present to Council.
- The Board needed to put a list of projects together and get a firm number of PRAB's budget. Once the Board had the numbers, they could make a recommendation to Staff about possible projects. The information could also be used to assist the Board in getting donations for projects.
- Councilmember Turner said that Ms. Thomas would most likely be the Boards staff contact. She wanted to be more involved but was on the School Board and the PRAB and School Board meetings conflicted. If the PRAB meetings could be changed so that Ms. Thomas could attend, it would benefit the Board. The meeting change would have to be on the Agenda and voted on. Staff will determine what days Ms. Thomas would be available

## 9) NEW BUSINESS

- a) Discussion and possible action related to an offer by NAU Recreation Instructor Kathleen Finlayson for the Town and/or Parks and Recreation Advisory Board to partner with her and/or students on selected activities. (Councilmember Lon Turner)

Ms. Finlayson presented the following:

- She was the Parks and Recreation Management Instructor at Northern Arizona University, and wanted to offer assistance to the Board by helping with research, assigning projects to her class for masterplans, needs assessments, strategic plans, capital improvement plans, trails, and other projects.
  - She could help write grants.
  - She will have a summer Special Events Class that could help with the Town's events but she could not require students to volunteer because she would have to provide transportation from Flagstaff, but a requirement of the class, is that students must volunteer at one special event and then write a report.
  - There was an intern program where interns could either be paid for or volunteer their time.
  - Any volunteer services she provided was wide open on what it could cover and was only limited by imagination.
- b) Discussion and possible action to approve a donation of free tickets to the Mud Run and/or half day free Ramada rental to the Arizona Municipal Clerks Association for a scholarship raffle. (Jami Lewis, Town Clerk)

Town Clerk Jami Lewis presented the following:

- She was a member of the Arizona Municipal Clerks Association (AMCA).
- AMCA held an annual meeting and training sessions where all the municipalities brought items to auction off. The money earned was used to provide scholarships for other clerks and staff that wanted to attend the annual meeting but did not have the budget.
- West Yavapai County cities and towns wanted to showcase the area and Clerk Lewis thought the Mud Run represented the area in a fun way. She was hoping to get tickets to the Mud Run donated and was working on getting a half day Ramada rental.
- The Board agreed to donate four to six tickets.

## 10) FUTURE AGENDA SUGGESTIONS

Pickleball (old business)  
Mud Run (old business)  
Flex Program (old business)  
Changing the day of PRAB meetings (new)

**11) ADJOURNMENT**

MOVED by Chair Todd League, seconded by Board Member Debbe Hacke to adjourn the meeting at 5:33 p.m.

AYE: Chair Todd League, Vice-Chair Carrie Gofourth, Board Member Diego Mendez, Board Member Donna Armstrong, Board Member Richard Coleman, Board Member Debbe Hacke, Board Member David Somerville, Board Member Celia van der Molen

PASSED - Unanimously

Submitted: May 13, 2019.

By: *Vickie Nipper, Deputy Town Clerk*

Approved: June 4, 2019.