

DRAFT

MINUTES OF THE REGULAR MEETING TOWN COUNCIL APPOINTMENTS SUBCOMMITTEE TOWN OF CHINO VALLEY

**TUESDAY, OCTOBER 27, 2020
4:00 P.M.**

**COUNCIL CHAMBERS
202 N. STATE ROUTE 89, CHINO VALLEY, AZ**

Present: Mayor Darryl Croft (Chair); Councilmember Mike Best; Councilmember Lon Turner
Staff Vice Mayor Jack Miller (observer); Development Services Director Joshua Cook; Town Clerk Jami
Present: Lewis (liaison); Deputy Town Clerk Erin Deskins (recorder)

1) CALL TO ORDER

Mayor Croft called the meeting to order at 4:00 p.m.

2) ROLL CALL

3) APPROVAL OF MINUTES

- a) Consideration and possible action to approve the June 16, 2020, regular meeting minutes.

MOVED by Councilmember Mike Best, seconded by Councilmember Lon Turner to approve the June 16, 2020, regular meeting minutes.

AYE: Mayor Darryl Croft (Chair), Councilmember Mike Best, Councilmember Lon Turner

3 - 0 PASSED - Unanimously

4) OLD BUSINESS

5) NEW BUSINESS

- a) Consideration and possible recommendation to the Council regarding filling a position on the Planning and Zoning Commission to be vacated in December, 2020.

Members and Staff discussed the following:

- Tom Armstrong would be vacating a position and David Somerville was the Alternate.
- Dianna Voegele and David Somerville applied for a position. Ms. Lewis explained that she had also provided all applications that had been on file for the past 2.5 years.
- Members stated that Ms. Voegele and Mr. Somerville had proven to be good candidates.
- Councilmember Best recommended placing David Sommerville in the open seat because he had already been a member, with Dianna as the Alternate.

MOVED by Councilmember Mike Best, seconded by Councilmember Lon Turner to approve David Sommerville for Planning and Zoning Committee and Dianna Voegele as alternate.

AYE: Mayor Darryl Croft (Chair), Councilmember Mike Best, Councilmember Lon Turner

3 - 0 PASSED - Unanimously

- b) Consideration and possible recommendation to the Council regarding filling a vacancy on the Board of Adjustment.

Town Clerk Jami Lewis presented the following:

- The alternate resigned the position due to health reasons and the pandemic.
- A replacement should also be named in the event Sandra Tuttobene is removed or resigned from her position on the Board. Director Cook supported Dianna Voegele being appointed to complete that seat's term.

MOVED by Councilmember Lon Turner, seconded by Councilmember Mike Best if Mrs. Tuttobene resulted in a resignation or being removed from the board, that Mrs. Dianna Voegele be appointed to complete that seats term and recruit for an alternate position. Should the meeting result in retaining Mrs. Tuttobene, Ms. Voegele would be appointed to the alternate seat position.

AYE: Mayor Darryl Croft (Chair), Councilmember Mike Best, Councilmember Lon Turner

3 - 0 PASSED - Unanimously

- c) Review and discussion of a proposal to restructure the Parks and Recreation Advisory Board and establish new bylaws, and possible action to develop a process for the restructuring.

Members and Staff discussed the current status of the Board:

- Staff had hoped to move forward with restructuring the Parks and Recreation Advisory Board (PRAB) after their last meeting, but it remained unresolved and an additional meeting to discuss the future of the board had been scheduled. The Town Manager had suggested that this subcommittee determines the process for appointing the new members of the restructured board.
- PRAB will have their next regular meeting next Tuesday. Before that, Mayor Croft will meet with the Town Manager, staff, supervisors and the supervisors of the volunteer group. The leaders needed to come together and come to a determination of the future of the group.
- Councilmember Turner explained that PRAB members had been concerned about the appointment of a librarian and senior center director to head the recreation department with no knowledge of what had been going on in the past but came in ready to take charge. The people on the Board had run and organized every recreational event in Town over the last ten years all by themselves, and suddenly they were told they were not following the rules. This resulted in hurt feelings. It needed to be handled in a delicate way or the Town would lose all the volunteer

members.

- Mayor Croft desired that all the people involved get together as a group and decide what they wanted, not meet as separate groups against each other. He had wanted groups to occasionally report to Council and few did. Council never found anything out unless it was in the news.
- Councilmember Turner explained that the PRAB board was never really a board the way it was designed, but more of an event's committee. Members liked the way the board operated and did not want to change how they operated.
- Mayor Croft stated that was what they needed to be, but he wanted someone from that group to report to the Council.
- Ms. Lewis related that the board had bylaws since 2008 and new members always got copies of them, but based on recent comments made, some members appeared to think they operated under some form of autonomy. But in the past, they had put a five year plan together, as the PRAB board was intended to do.
- They had not operated as the PRAB board showed on paper, but as more of an events status and making major events happen in Town.

Members offered suggestions:

- There needed to be training for the Board, so they could better understand their role.
- A new PRAB Board may not be appropriate for the current board members. The PRAB board could be something separate and the current group could be left alone to be event coordinators, working directly with the recreation department.
- If the current board wanted to step away from the current requirements and continue to operate as they have been with the events, it would be fine, but the Town needed the PRAB board to exist on some level. Interested members could consider being on the official PRAB board, which would have nothing to do with the event people. Its role was to study what the community wanted, what was attainable and how it could be achieved and then bring it to the Council for consideration. The event people worked with the recreation department and made events happen.
- There is no place, when working with volunteers, for a staff member acting as a drill sergeant. Staff members might need training on how to work and deal with volunteers.
- The everyday jobs of the two employee supervisors was very different than working with an event group that wanted to put on events. If the staff was unable to tap into the knowledge of the group, a lot of time was being wasted.
- The goal to present at the upcoming meeting was to have the PRAB board with three members, have the current people on the board (if not interested in a position on the PRAB board) become a part of the working event committee. There would no longer be a need for quorums, and they could just work as a committee.
- While staff thought the group had an issue with the committee reporting to staff, Mayor Croft wanted both staff members and the chair and vice chair go meet together to determine how things could get accomplished.
- Recreation funding and donations should be kept separate from the general fund.
- It needed to be explained that the PRAB board would have nothing to do with events, and the current entity was needed as it currently worked. The volunteer events committee would not work under, but with, staff. Staff would support the group and would not be in charge of the group.

6) **ADJOURNMENT**

MOVED by Councilmember Lon Turner, seconded by Councilmember Mike Best to adjourn the meeting at 4:30 p.m.

AYE: Mayor Darryl Croft (Chair), Councilmember Mike Best, Councilmember Lon Turner
3 - 0 PASSED - Unanimously

Submitted: November 17, 2020.

By: Traci Lavelle, *Deputy Town Clerk*

Approved: MONTH DAY, 2020.