

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

**JANUARY 4, 2022
4:00 P.M.**

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

Present: Dr. David Somerville, Board Member; Celia van der Molen, Board Member; Donna Armstrong, Vice-Chair; Richard Coleman, Board Member; Laury Holt, Board Member
Absent: Todd League, Chair; John McCafferty, Board Member; Guy Roginson, Board Member
Staff Present: Community Services Director Cyndi Thomas; Assistant to the Town Manager Terri Denemy

1) CALL TO ORDER

Vice-Chair Armstrong called the meeting to order at 4:02 p.m.

2) ROLL CALL

All members present except Todd League and Guy Roginson
Staff Present: Cyndi Thomas and Terri Denemy

3) APPROVAL OF MINUTES

- a)** Consideration and possible action to approve the September 9, 2021, special meeting minutes.

MOVED by Board Member Dr. David Somerville, seconded by Board Member Laury Holt to accept the September 9, 2021, special meeting minutes as published.

AYE: Board Member Dr. David Somerville, Board Member Celia van der Molen, Vice-Chair
Donna Armstrong, Board Member Richard Coleman, Board Member Laury Holt

5 - 0 PASSED - Unanimously

4) PARKS & RECREATION MANAGER'S REPORT

Ms. Thomas reported on the following:

- Shared pictures of the Town Halloween and Christmas events. The Halloween event had been changed dramatically and had positive reviews. They had 34 vendors at the event. Members discussed that a large percentage of children at the Halloween event were not local. There was some concern about it but also positivity that information was getting out. The Christmas event had also been changed, and Ms. Thomas provided a brief overview for the Members. Members discussed not doing a tree lighting event, having one focal point Christmas tree, and the Menorah Lighting at Memory Park.
- There had been organizational changes within the Departments. Parks and Facilities were in the same building but were separated from the recreational staff. The recreational staff now had a designated space for a meeting room, classroom, and events. Scott Bruner was no longer part of Community Services, so Ms. Thomas was now the Community Services Director.
- Members discussed the Town's events being family oriented and expanding future events to include adult activities and events.

5) COMMITTEE CHAIR REPORT

- a) Committee Chair - Todd League
- b) Recreation Committee
- c) Aquatics Committee

Ms. Thomas reported:

- They were beginning to get ready for the summer season. They would advertise for jobs by the end of February, with hiring completed no later than mid-March.
- For the re-plastering of the pool project, they would be using a State contractor, so they did not have to go out to bid. Since a spring re-plaster would close the pool down for three to four weeks, it was decided to complete the project in the fall.
- A pool cover was on order, so the pool could be winterized.
- The responsibilities of the pool would be divided, with the maintenance side going to the Parks and Facilities Department and the Recreational and Aquatics staff conducting the administrative part. They were considering hiring for a half-time aquatics specialist and a half-time facility maintenance position.
- They would be updating the fees and requesting Council approval.
- They would have classes only if they could find instructors. The YMCA, Yavapai College, and Town had all been unable to hire instructors the previous year.

- d) Parks & Trails - Richard Coleman

- There had been a trail washout near Road 2 North. The trail disappeared into a canyon. There was another washout further north on the trail that was even bigger. Within a year or two, the trail in those areas would be completely gone. Adding sand, rocks, and gravel could help keep the area maintained to prevent further erosion. Staff would pass the information on.
- Area trail washouts were further discussed. The Town owned the trail and would be liable for

injuries.

- Members thought staff should bring them to the trails that they often discussed as part of their regular meeting.

e) Finance Committee

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.

- Larry Holt – spoke as a community member to report that the 9/11 Committee had become the Chino Valley Memorial Foundation, a 501(c)(3) organization. They were considering adding a Wade Parker memorial at the softball fields where the Memorial Tournament was held annually.
- Terri Denemy – explained that the Board had the support of the Town Manager’s office. She was impressed with the role of the Town’s Advisory Committees. An important role of the Town was the succession plan for the next generation, and she thanked staff for their roles.

7) **CORRESPONDENCE**

There had been a phoned-in complaint that the plane on the 9/11 memorial plaque was the incorrect model. Due to expense of changing it, it would not be changed. It was not about the plane; it was about the attack.

8) **OLD BUSINESS**

a) Discussion and possible action regarding the Wind and Kite festival.

Dr. Somerville reported the following:

- There had been a meeting with Ms. Thomas to outline what the subcommittee could and could not do. The minutes of the meeting were provided to the Board.
- The festival would be on April 9, 2022, the Saturday before Easter. They were going to have it at Old Home Manor near the ball field. It would start in the morning around 9:00 a.m. until mid-afternoon.
- The festival would start out small with a kite contest and a couple other events. It would be a small trial event.
- A letter was written to Embry Riddle Dean of Engineering to get the students involved in the festival by teaching engineering and designing of kite building the morning of the event. A budget for materials would be submitted to staff. They would have a kite contest for ugliest and prettiest.
- They would be contacting a local NOAA representative to get a weather balloon for the event.
- They would report on the events to the Board monthly.
- If the results of the festival were good, they would expand the event and have it annually.
- Members discussed lack of knowledge about the status of the Mud Run event. The airsoft

group had moved their operations to the area.

9) NEW BUSINESS

- a) Consideration and discussion regarding Board goals for 1, 3, and 5 years.

Members discussed the following:

- PRAB’s goals, objectives, and role and what the board saw for their future.
- Staff suggested calling a PRAB study session to talk about the future of the Board.
- The way the group was structured in the past, they had the ability to plan events, but the bylaws did not say they were an event planning group. The Kite Festival was approved by the Recreation Department and was good moving forward.
- They needed to determine the role of the advisory board and how to proceed.
- A PRAB study session was scheduled for January 25, 2022 at 10:00 a.m.

- b) Consideration and discussion regarding capital projects for 1, 3, and 5 years.

10) FUTURE AGENDA SUGGESTIONS

The Tournament of Posies Parade – Aim was celebrating Town’s uniqueness as a growing center for greenhouse plants and produce and a venue for sports and outdoor activities. (Territorial Events inclusion). The goal was to have floats and displays made from real and artificial flowers. Invite schools and sports club to hold various tournaments around Town. Memory Park or Old Home Manor could open for a flower, vegetable, and craft market.

11) ADJOURNMENT

MOVED by Board Member Laury Holt, seconded by Board Member Celia van der Molen to adjourn the meeting at 5:03 p.m.

AYE: Board Member Dr. David Somerville, Board Member Celia van der Molen, Vice-Chair Donna Armstrong, Board Member Richard Coleman, Board Member Laury Holt

5 - 0 PASSED - Unanimously

Submitted: January 13, 2022.

By: Sara Burchill, *Deputy Town Clerk*

Approved: May 4, 2022.