

# DRAFT

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

**JUNE 2, 2020  
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.

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

Absent: Diego Mendez, Board Member; Steven Werkheiser, Board Member; Billie James, Board Member

Staff Present: Community Services Director Scott Bruner; Recreation Lead Dallas Gray; Recreation Coordinator Hailey Byrd; Economic Development Project Manager Maggie Tidaback

### 1) CALL TO ORDER

Chair League called the meeting to order at 4:15 p.m.

### 2) ROLL CALL

### 3) APPROVAL OF MINUTES

- a) Consideration and possible action to approve the December 3, 2019, special meeting minutes.

MOVED by Board Member Donna Armstrong, seconded by Board Member David Somerville to approve the December 3, 2019, special meeting minutes.

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

**6 - 0 PASSED - Unanimously**

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

- Staff had been on call during the months of the pandemic to answer calls, emails, and doing some work, and had just gone back full time to the office.
- Staff was working on the Fourth of July event and opening the aquatic center.
- The staff was in the process of working out the events for the Fourth, which would be dependent on the Governor's upcoming announcement regarding the pandemic and the Fire Chief's fire report.
- The Mud Run had been cancelled after significant discussion and a final Town Manager administrative decision.

## 5) COMMITTEE CHAIR REPORT

### a) Committee Chair - Todd League

### b) Recreation Committee - Donna Armstrong

### c) Aquatics Committee - Carrie Gofourth

- The pool season would start June 12<sup>th</sup>.
- The physical distancing guidelines were based on CDC recommendations and was available with the new schedule online.
- There would be no swim lessons or aquafit for the season. Season passes would be available at a discounted price because of the short season. There would be lap and open swim and dollar family swim.
- The new sanitizing process would be implemented by staff every 30-minutes and there would be six-foot markers for social distancing purposes outside. Hand sanitizing stations would be placed around the facility.
- Any person with symptoms of sickness would be asked to stay home.
- Patrons were asked to come ready to swim to reduce traffic in the restrooms and the restroom capacity would be monitored by staff.
- There would be no concessions for the season but food and drink would be available through the vending machines.
- Extra staff was hired to help run the facility to help implement the new rules.
- Cameras were placed throughout the facility for extra security.
- They would run at half capacity with 225 patrons instead of 450.
- The Paulden Plunge had been cancelled.

### d) Parks & Trails - Richard Coleman

- Yavapai Trail Association brought two park benches and two counters. The benches had been dedicated to the Connection Trail to Prescott and to the Sun Corridor Trail. The Sun Corridor Trail would go from Douglas, AZ to Las Vegas, NV.
- The counters were tied in with the Prescott Trail System computer system.
- There was an average of 100 people per day using the trail.
- Mr. Coleman was going out two to three days a week to pull weeds.
- Prescott Parks put railing on the bridge at the request of the equestrian users. It was part of the Yavapai Trails Association grant.
- The bridge required significant maintenance.
- Gravel was to be spread out by the Yavapai Trails Association. They would try to get staff out to spread the gravel.

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.*

**7) CORRESPONDENCE**

**8) OLD BUSINESS**

a) Discussion and possible action regarding the Wind Festival.

- It was too late to plan anything for the current year.
- The idea was good and it would go on as a top event for the 2021 calendar year.
- If the Mud Run was dropped, it would be a good replacement and the Town Manager liked the event. The Board thought that getting the Town Manager to approve the event before her retirement would be beneficial.
- Table the item until the November meeting.

b) Discussion and possible action regarding the Magical Mystery Tour that involves local businesses.

- Plan a scavenger hunt based on the Amazing Race.
- The participants started at a point of origin and would have to perform a simple task. Once completed, they would get a clue to the first location. They would again have to complete a task for that vendor or business and the vendor would give a clue to the next location.
- The board brought in the Economic Development Project Manager Maggie Tidaback to join the meeting to hear about the event.
- It would provide fun and publicity for area businesses and Chino Valley and for the 50<sup>th</sup> Anniversary.
- The winning team or person would get a prize that would be donated by the businesses.
- Ms. Tidaback thought it needed more planning to determine how the businesses and the Town would be promoted. Board Members thought the tasks that were being performed would draw onlookers and more business to the vendors.
- Ms. Tidaback wanted to know the demographics of the participants and thought teens and kids would not be interested. She thought it would be beneficial to call businesses to see if they would be interested in participating. She thought more research was necessary on the actual outcomes and the event.
- It was explained this was the first meeting the Board had discussed the event and it was possibly going to be an additional event that would be added to the Mystery Tour. Overall, it was meant to be a fun event and not necessarily an economic boost to the community. It would put the business name out to the community.
- The Chamber of Commerce could become involved.
- The staff and Board members thought spring would be a good time of year for the event and would be something for the community to look forward to. The upcoming events and pandemic situation would make it difficult to have in the current year.
- Board members could come up with names of businesses and ideas for the businesses to bring

back at the next meeting.

- Staff supported the Board and their ideas but were overwhelmed with the current pandemic situation and making current events and facilities work in the face of the current situation.

## 9) **NEW BUSINESS**

### a) Discussion and possible action regarding the upcoming scavenger hunt.

- Scavenger Hunt for fun through Parks and Rec.
- Goal was to enrich the communities by being a part of paying it forward and doing things for other people. The scavenger hunt would be built around that idea by helping non-profits, less fortunate people, etc.
- There would be teams of two with at least one adult.
- The registration money would be set aside for a prize. A business would sponsor the teams. Teams would be given clues and then they would go to another business or participants location.
- A detailed description of the event was provided to the Board.
- Every event or part of the experience would be giving back or helping someone during the Christmas holiday season.
- Scavenger ideas included ringing bells for the Salvation Army, flash mobbing and singing Christmas songs and accepting donations for a nonprofit, make Christmas cookies in a controlled environment.
- Every time a task was completed a picture would be taken and sent back to a command center so they could get the next clue to continue.
- The end result would include cookies and a Christmas karaoke. Whoever had the most points would be the winner and would choose a nonprofit organization of their choice to receive the pot of money.
- There needed to be a minimum and maximum number of participants.
- The point was about giving back and not winning the event.
- Needed to contact the non-profits to get things started.
- They would try to get as much donated as possible so that there was minimal expense to the event.
- The next step would include preliminary research on possible participants.
- There was a question about how the events being planned could help contribute to the Town's park and rec program and raise money for things like a dog park. However, Board members thought they were moving away from that process as a group.
- The group discussed possible activities to raise money for parks and rec. They discussed having dogs using the pool after the season for a fee. They also discussed dog diving as a fundraiser.
- Board members discussed other ideas to help raise funds for parks and rec facilities.
- Board members discussed if some of the event ideas was stepping out of the parks and rec realm and was more appropriate for Chamber of Commerce events.
- The board discussed if they were making choices on how to grow and improve parks and rec for the Town.
- Part of the planning process was helping to bring people back together after the quarantining of the pandemic.
- If an event was promoting a business, how would those businesses give back to the parks and rec department.
- The board discussed gearing and raising money from events for specific parks and rec needs.
- Amphitheater funds was used for the Memory Park playground.

**10) FUTURE AGENDA SUGGESTIONS**

- Old Business: Magic Mystery Tour and Scavenger Hunt
- Christmas Scavenger Hunt

**11) ADJOURNMENT**

MOVED by Board Member Donna Armstrong, seconded by Vice-Chair Carrie Gofourth to adjourn the meeting at 5:32 p.m.

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

**6 - 0 PASSED - Unanimously**

Submitted: June 18, 2020.

By: *Erin Deskins, Deputy Town Clerk*

Approved: MONTH DAY, 2020.