

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

**JULY 2, 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 4:01 p.m.

**2) ROLL CALL**

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

Absent: Steven Werkheiser, Board Member

Staff Present: Recreation Lead Dallas Gray; Recreation Coordinator Hailey Bryd

**3) APPROVAL OF MINUTES**

- a) Consideration and possible action to accept the June 4, 2019, meeting minutes.

MOVED by Board Member Donna Armstrong, seconded by Vice-Chair Carrie Gofourth to approve the June 4, 2019, regular meeting minutes as corrected.

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

**Vote:** 7 - 0 PASSED - Unanimously

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

Recreation Coordinator Gray reported the following:

- Fourth of July event was ready to go. May sell food out of the concessions stand because there would only be two food trucks available, but they would allow coolers for private food but no alcohol. The Town had the lowest cost kids' activities compared to Prescott and Prescott Valley and expected a big turnout. The Arizona Rangers would be working the gates.
- Overlooked the Fourth of July events, service animals, fireworks and staffing needs.

**5) COMMITTEE CHAIR REPORT**

a) Committee Chair - Todd League

b) Recreation Committee - Donna Armstrong

Board Member Armstrong reported that the Committee is working on pickle ball courts.

c) Aquatics Committee - Carrie Gofourth

Vice-Chair Gofourth reported:

- Gave a brief report of the pool events.
- Had to evacuate the pool because of a chemical room smell, but found nothing after eight different air quality tests.

d) Parks & Trails - Richard Coleman

Board Member Coleman reported:

- Working on weeds
- Will be working to get volunteers to help with trails
- The tree had been moved off the trail and would be cut up when the grant money was received.

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 Flex Program. (Continued from 6-4-19 meeting)

Board Members discussed the following:

- The Board Member that had been working on this item was no longer a Board Member.
- A brief description of the exercise program was discussed as well as some issues with the program including lack of equipment, storage space, and class facilitators.
- The Aquatics facility was closed once the pool season was over and there was a pool access liability that could be a problem for off-season use but this area could be a consideration in future years for use for this program. The off-season use of this facility should be given to Mr. Bruner to bring up at a future Council retreat session for consideration.
- The recreation center lacked WIFI and lost a lot of business because of that.
- There were many classes already offered at the recreation center and the senior center. Many senior activities were held at the senior center and seniors may not want to utilize the recreation center for classes.

MOVED by Vice-Chair Carrie Gofourth, seconded by Board Member David Somerville to no longer pursue the Flex Program.

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

**Vote:** 7 - 0 PASSED - Unanimously

**b)** Discussion and possible action regarding Mud Run (Continued from 6-4-19 meeting)

Board Members discussed the following:

- Staff had not worked on the medals but had looked into bibs, which would be handed out to all participants. The bibs could have custom designs, could be waterproof and all weather. Designs would be done over the phone, but the Board needed to approve the bib purchase first.
- Medals would continue to be given to first, second and third place finishers in the competition level.
- The current number of people registered was 24 which was on track for previous years.
- The coupon codes had been processed and were in the system.
- The Mud Run Facebook page had 706 people interested or going to the event. The early advertisement for the event was useful. Staff would find out if the Mud Run Event could be boosted on Facebook if money was donated for the advertisement push. Staff would look for a Mud Run page with a listing of upcoming events to advertise Chino's event.
- Consider making a web page called Arizona Mud Runs and have the Chino event listed.
- The T-shirt purchase through a sponsorship with Findley Toyota had not progressed with the new representative, who was extremely difficult to get in touch with. The t-shirt order did not need to be processed until two weeks before the event. Staff would try to find another sponsor who would be interested in a t-shirt sponsorship. Staff discussed other possible sponsors and the necessary timeline needed to lock in those sponsors. Possible sponsors included: Coca Cola Bottler, Home Depot, Big 5, Fann Contracting and other contractors, military recruiters, and a new local rental car company.
- There would be approximately 400 t-shirts at a cost of \$2400 plus tax.
- There was a shaved ice truck person that was interested in being at the event. The Board thought this might be a perfect food truck item for the event and agreed she should be invited to participate in the event.
- The Board discussed how they would feed the volunteers if there were no food trucks at the event. It was discussed that if food was provided, it should be simple food like hot dogs, hamburgers and kettle corn. Food vendors had to be licensed and approved by the health inspector. The Board thought a limited menu would be best. Vouchers for food items would be provided to volunteers.
- The Board discussed asking a local pizza restaurant to donate pizzas for volunteers and staff.
- There would not be water bottles in the participant bags but the Board discussed temporary tattoos with the Mud Run logo.
- Volunteers were needed for all areas during the event. There was a soccer team that was interested in helping. Board Members discussed asking members of the VA Hospital that might be interested in volunteering.
- The Board discussed items that needed to be organized and the date of the Mud Run Event – August 17, 2019.
- Parking areas needed to be confirmed.
- Posters and flyers.

- Marketing.
- The previous MC for the event had not returned messages.
- Contact Kathleen Finlayson for administrative support, student involvement, marketing and possible promotion at the university.
- Advertisement in surrounding area papers was expensive. Staff had contacted the news station but had not heard back.
- There was not a doctor on board. Consider advertisement on Facebook that a Physician's Assistant was needed and would be provided four free tickets for their volunteer service.
- Reviewed the list of items that needed to be done and discussed who would complete the task.
- Discussed, for upcoming years, having a second mud run held at night. The obstacles and trails would need to be lit and glow in the dark items could be used. The temperature would be cooler and there was no one else doing a night mud run. There could be a beer garden and a live band for a full event.

MOVED by Board Member Donna Armstrong, seconded by Board Member Diego Mendez to move forward with the bibs.

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

**Vote:** 7 - 0 PASSED - Unanimously

c) Discussion and possible action regarding Pickle Ball. (Continued from 6-4-19 meeting)

Board Members discussed the following:

- Possible locations for pickle ball courts included:
  - The cat park because of onsite electrical and water but it lacked parking.
  - The tennis courts at the high school which were on Town property. This was a viable option and was being pursued by various people.
  - The basketball courts at Memory Park.
  - The Fletcher Town Center area had at one time planned pickle ball courts as part of a development area.
- Spoke to Peg Travers about funding options and discovered Prescott uses bed tax for funding.
- The Town's courts could be done in three stages.
- The pickle ball association would be responsible for all the equipment which would allow for multi-use courts. The Town could start with two courts and expand as the sport grew.
- A local pickle ball association may be necessary if they wanted to donate money with a guiding body to make financial decisions.
- The Town Mayor had directed the Board to put information together for staff to present to the Council for consideration.
- Board and staff members could provide a tour of all the areas with interested and relevant parties.
- Any recommendations to staff should come from the Board as a whole with the recommendation that it should be presented to the Council.

d) Discussion and possible action regarding changing the meeting day of the Parks and Recreation Advisory Board. (Continued from the 6-4-19 meeting)

Board Members discussed the following:

- Reviewed the letter written by Cyndi Thomas regarding changing the PRAB meeting dates.
- Ms. Thomas requested the meetings be changed to Monday or Thursday's before 4:00 p.m.
- Average meetings lasted two hours.
- The Board discussed what would work for each member to determine if the dates and times specified would work for their schedule.
- Several people could not do an earlier meeting because of work schedules.
- The Board did not want to lose half the members because of meeting days and/or time changes.
- The Board discussed changing the day to the first Thursday at 4:00 p.m.
- An informal written poll of each Board Member was taken to determine if changing the date of the meeting would work. By the majority of the written poll, the meeting day and time will not change.
- Meetings will remain on the first Tuesday of the month at 4:00 p.m.

**9) NEW BUSINESS**

**10) FUTURE AGENDA SUGGESTIONS**

- Mud Run (old business)
- Pickle ball (old business)

**11) ADJOURNMENT**

MOVED by Board Member Donna Armstrong, seconded by Board Member Celia van der Molen to adjourn the meeting at 5:56 p.m.

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

**Vote:** 7 - 0 PASSED - Unanimously

Submitted: July 11, 2019.

By: *Vickie Nipper, Deputy Town Clerk*

Approved: August 6, 2019.