



Town of Prescott Valley  
Parks and Recreation Department  
7501 E. Skoog Blvd  
Prescott Valley, AZ 86314  
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Parks and Recreation Commission  
7401 E. Skoog Blvd, Auditorium  
6:30 p.m., Tuesday, January 8, 2019

### Minutes

1. **Call to Order & Welcome** –*Chairperson Gummer*  
Chairperson Gummer called the meeting of the Parks & Recreation Commission to order at 6:30pm.
2. **Roll Call**  
Members present: Chairperson Buzz Gummer; Vice-Chair Brett Poliakon, Commissioner Ron Brinkman; Commissioner Elaine Fahlman, Commissioner Pat Fraher and Commissioner Kevin Trovini. Staff present: Brian Witty, Parks & Recreation Director; and Cindy Casetta, Administrative Support.
3. **Approval of Agenda**  
Chairperson Gummer asked if there were any changes to the agenda. Hearing none he asked for a motion to approve the agenda as presented.  
  
**Commissioner Brinkman made a motion to approve the January 8, 2019 agenda as presented.** Commissioner Trovini seconded the motion.
4. **Approval of Minutes:** December 11, 2018 Work Study meeting minutes  
**Commissioner Poliakon made a motion to approve the December 11, 2018 Work Study minutes as presented.** Commissioner Brinkman seconded the motion.
5. **Scheduled Announcements** – Commission, Public and Staff  
*(If discussion by the Commission is necessary, that item will be moved to another place on the agenda and considered separately.)*
  - a. Prescott Valley Event Center, Ice Skating Opportunities: Director Witty congratulated the Prescott Event center for a successful Ice Skating season and recognized the new name for the facility as the Finley Toyota Center.
  - b. Programs and Classes – Director Witty reviewed upcoming classes and events available through the Parks Department including the Day Trip to the Pima Air & Space Museum; Be a Better Basketball Player; New Year New You fitness and wellness classes; Making Socks, Tai Chi, Guitar and Piano classes. He also mentioned Daddy Daughter Date Night on February 22<sup>nd</sup> at the Event Spot. Chairperson Gummer commented there is certainly plenty to do in Prescott Valley.
6. **Department Update** – For Review and Possible Action
  - a. Director's Report, November and December, 2018 – *B. Witty, Director*
    1. Director Witty asked for any questions on the reports submitted.

Commissioner Fahlman commented regarding cutting down bad trees at Antelope Park including a particularly bad willow tree at the northeast corner of the park that she had received a call about. Was impressed by the time she went back to the park that the tree had been taken down. Director Witty commented that willows have a relatively short lifespan and that a bad windstorm had revealed the

condition of the tree. Staff used the opportunity to conduct a hazardous trees education session which assisted with accessing the health of the tree and how to properly remove without injury to staff or loss of equipment. The event also helped to finalize both a Arizona Forestry grant program and Tree City USA certification element. Commissioner Fahlman also asked what type of fertilizer is used on the grass at all the parks and the Civic Center. Director Witty explained that prep work (depending on the time of year) focuses on moisture and nutrients. The fertilizer is in a pellet form (and different chemical compounds) to drive to the roots in the winter to help survive cold or dry spells.

Commissioner Trovini – question regarding the status of gopher control. Director Witty commented it is an unfortunate challenge right now and is common across the town especially in parks on athletic field. The department does not use poison control because of visiting pets but instead utilizes trapping.

Commissioner Trovini asked the status of the Men’s USA Softball Tournament holding their event in Prescott Valley. Director Witty that the tournament will not be taking place here this year. The Organizer was not successful in his bid with the parent organization. Director Witty indicated that tournaments such as this will vary locations from year to year. This is very typical in securing tournaments by all hosts.

b. Chairperson’s Report – *B. Gummer*

1. Commissioner Gummer

Commissioner Gummer quoted from a report on how parks help with health and wellness and listed points emphasizing benefits including being venues for safe and physical activity. He also described a new initiative mentioned in the report called the 10 Minute Walk Campaign – a vision of having a park within 10 minute walk a goal for all in the community. Two hundred twenty mayors across the country have signed on. Commissioner Gummer mentioned the new playground at George Anderson has helped to bring in older kids and younger kids playing together. He has been seeing more parents interacting and walking around the playground rather than sitting on a bench while their child plays. He also mentioned Mt. Valley Park and the new equipment coming in and is excited because we are focused on the future and encouraging kids to play and interact.

7. **Tree Advisory Board Business**

a. Chairperson’s Report – *B. Gummer*

i. *2018 Tree City USA and Growth Award Report*

ii. *2019 Tree City USA and Growth Award Application*

Chairperson Gummer stated that both the 2018 Tree City and Growth reports have been submitted to the Arizona State Forester and they have accepted and approved both.

Director Witty said the state will now forward to the National board for approval and receipt of recognition. Results generally are received between February and March commission meetings. Director Witty

spoke with the State Forester and they are very pleased with our submission.

8. **Old Business**

- a. Capital Improvement Projects Update - *B. Witty, Director*
  - a. Finalized Projects
    - i. Office copier/printer
    - ii. Quailwood playground swings
    - iii. AZ Game & Fish Community Fishing program is going very well, signs have been delivered and will be installed. There are changes in limits which the signs will reflect. Urban Lakes are stocked with catfish and Fain has trout.
  - b. Recently Completed Projects:
    - i. Utility tractor
    - ii. Mt. Valley Park parking lots coating and striping
    - iii. George Anderson Park playground
    - iv. Athletic field infield groomer
  - c. Projects in Progress –
    - i. Volleyball gym equipment
    - ii. Mt Valley Park scoreboard/sound system
    - iii. Mt Valley Park playground
    - iv. Boys & Girls Club Expansion
    - v. Department Master Plan
    - vi. Activity Room media system
    - vii. Arts & Culture sculpture program
    - viii. AZ State Land application for trail connection with City of Prescott
    - ix. Granville Unit #6 Park playground, pickleball courts and ramada
- b. Department Master Plan Update - *B. Witty, Director*
  - a. Director Witty thanks commissioners for their help on the plan. He presented scheduled milestones and corresponding due dates to the commissioners. Currently the request for proposals is being advertised with a due date of March 4<sup>th</sup>.
- c. New Year's Eve Report - *B. Witty, Director*
  - a. Director Witty described the fireworks and bonfire. The event went well in spite of the weather (4+” inches of snow). Approximately 100 people were in attendance for the bonfire and first fireworks show at 8:30. Both the fire district and police department were unable to attend due to weather and related community needs by the first responders thus eliminating the hot chocolate and s`mores. Director Witty thanked staff and pyrotechnics vendors for their help and a good event in spite of weather. Gummer congratulated Parks staff on a good job.
- d. Polar Bear Splash Report - *B. Witty, Director*
  - a. Director Witty described great event and turnout with 62 bears participating in the 41 degree water. Donut eating contest had 25 kids, the duck races had 208, and the successful defense of the Ice Princess crown. This was our 2<sup>nd</sup> largest event in in terms of bear in the events 14 year history. Director Witty thanked all the sponsors including Big O Tire as all jumpers received hats and oil changes; the Thomas's who assisted with event, along with AZ Hometown Radio for their media coverage. Congratulations to all of our sponsors who were able to help. The tremendous sense of community in PV is greatly appreciated. Commissioners complimented event and staff.

9. **New Business**

a. Granville Unit 6 - *B. Witty, Director*

i. Inclusive Playground Project

The playground must be ADA compliant as all of the other towns' equipment fulfills that requirement. However, there is a great opportunity in establishing this particular site via its' new construction, as the towns first inclusionary playground. The department has determined a vendor that it will be working with to establish a community engagement and education throughout design process. The vendor also seeks to create the project as national demonstration/focus site generating attention through the country.

ii. Advisory Committee Recruitment

Director Witty strongly believes this playground project is wise investment and desires to immediately begin qualified community recruitment to work in concert with staff to gain input and knowledge. Director Witty seeks commission support on this concept. Our delivery goal is June 1<sup>st</sup> so the playground operational for the summer recess session. Commissioner Brinkman stated that this sounds like a good idea. This would include school system educators, medical professionals; organizations; families; and staff who have experience in these with our community toward developing the playground. The budget is more than Geo Anderson and supports the implementation of this concept. Chairperson Gummer stated that outside input will help Commission. All commissioners were in agreement.

10. **Other**

Director Witty updated the commission on the Mt Valley Park playground. He reviewed the presentation made to the Town Council via Commission's Request For Council Action (RFCA) with the sites reconfiguration. Commissioner Fahlman inquired about the availability of all funds Director Witty confirmed that they are ready and approved. He indicated that the schedule for construction will be done in March and ready by April in time for the upcoming youth soccer tournaments. Commissioner Brinkman asked if the quotes and Council direction was within the budget. Director Witty stated the project is in line with the allocated budget and allows responsible contingency. He will also be seeking approval for any remaining contingency to be transferred from this project to Granville playground project.

All Commissioners were very excited that Council is supporting new projects such as these.

Director Witty commented that in the beginning of his tenure the economy was not doing so well and the department worked hard maintained the grounds, facilities and programs. Now that situation has changed and Council is able to make funds available helping the department excel with projects such as the B & G club gymnasium partnership, tractors, playgrounds, etc.

Chairman Gummer thanked the staff for all of their hard work in preparing and providing the fantastic holiday events including the parade, pictures with Santa, lights, and holiday tree display.

11. **Unscheduled Public Appearances**

*(Comments from the Public: Those members of the public wishing to address the Parks and Recreation Commission need not request permission in advance. We ask that you please provide your name and address for the record prior to providing any comments. Any remarks provided tonight shall be addressed to the Commission as a whole and not any*

*member thereof. Such remarks shall be limited to five (5) minutes per person, as indicated by the timer, unless additional time is granted by the Chairperson. At the conclusion of the unscheduled comments, individual members of the Commission may respond to the item addressed at the discretion of the Chairperson, or they may ask the Director to review the matter or ask that the matter be placed upon a future agenda.)*

12. **Next Meeting**

- a. Regular Meeting: Tuesday, February 12, 2019, 6:30pm, Auditorium
- b. Work Study Meeting: Tuesday, February 26, 2019, 6:30pm, Auditorium

13. **Adjournment**

With no further questions or comments, Chairperson Gummer asked for a motion to adjourn the meeting.

**Commissioner Brinkman made a motion to adjourn the January 8, 2019 meeting.** Vice-Chair Poliakon seconded the motion. Motion carried unanimously by those members present. Meeting was adjourned at 7:38 p.m.

  
Chairperson Buzz Gummer

Respectfully submitted by: Cindy Casetta, Administrative Support  
January 8, 2019

