



Town of Prescott Valley
Parks and Recreation Department
7501 E. Skoog Blvd.
Prescott Valley, AZ 86314
928.759.3090
Fax 928.759.5505

**Arts and Culture Commission
Regular Meeting**
Wednesday, January 16, 2019
Prescott Valley Public Library Auditorium
7401 E. Skoog Blvd., Prescott Valley, AZ

Minutes

1. Call to Order & Welcome –

Chairperson Sinclair called the meeting of the Arts and Culture Commission to order at 6:30 p.m.

2. Roll Call

Members present: Chairperson Andy Sinclair, Vice-Chairperson Lindsay Quisenberry, Commissioner Robert Wertz, and Commissioner Nancy Smith. Members absent: Commissioner Franki Gibson Staff present: Brian Witty, Director, Hope Hooper, Arts & Culture Coordinator and Mary Lou Arnold, Administrative Support I.

3. Approval of Agenda

Chairperson Sinclair asked if there were any changes to the agenda. Hearing none he asked for a motion to approve the minutes as presented.

Commissioner Smith made a motion to approve the agenda of the January 16, 2019 meeting as presented. Vice-Chair Quisenberry seconded the motion. Motion carried unanimously by those members present.

4. Approval of Minutes

Chairperson Sinclair asked if there were any changes to the November 14, 2018 Work Study meeting minutes or the November 14, 2018 Regular meeting minutes. Hearing none he asked for a motion to approve the minutes as presented.

Vice-Chair Quisenberry made a motion to approve the November 14, 2018 Work Study minutes and the November 14, 2018 Regular meeting minutes as presented. Commissioner Smith seconded the motion. Motion carried unanimously by those members present.

5. Announcements/Presentations: 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. Guest Artists – Cathy & Jeff Severson are currently hanging their work in the Town of Prescott Valley Public Library for the month of January.

Cathy brought two examples of their work; one is a photograph by Jeff of the Milky Way taken in Borrego Springs, CA. The second piece displayed is one of her current collage/mixed media pieces. The theme of their display is "Journeys" which is representative of their journey through 40 years of married life and finding outlets to do together, including ballroom dancing, salsa, photography and painting.

- b. Upcoming Programs and Classes: *Hope Hooper, Coordinator*

- i. **New Year, New You** - update on new and existing classes available to the community through the Parks and Recreation Department. New art classes are



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offered for youth ages 5 – 12 including “Mudpuppies”, “Waterdogs for Kids” and “Intro to Life Drawing”. For more information and to register for these and all classes, visit the Town’s website at <https://secure.rec1.com/AZ/prescott-valley/catalog>

6. Division/Department Update: *for review and possible actions*

a. Director’s Report, **November, 2018:** *Director Witty*

ADMINISTRATION:

- Met with Kathy Wise, Administrative Supervisor, in development of weekly planning agenda
- Met with staff in review of Gene Galazan sculpture donation to Art at the Center program
- Spoke with Commissioner Wertz in review of Create A Tree commission entry for committee discussions
- Approved department payroll requests
- Met with park staff in review of division operations and planning
- Spoke with pyro technician in review of New Year Eve event planning
- Met with Karen Smith, Assistant Town Manager, “MY NEW BOSS” in weekly department review
- Spoke with Councilwoman Rooney and Nye in review of Holiday Parade of Lights entry and participants
- Attempted to meet with Commissioner Danny Avalos, Parks and Recreation Commission in review of attendance/participation.
- Spoke with Commissioner Smith, Arts and Culture, in review of Art at the Center applications
- Met with Hope Hooper, Arts and Culture Coordinator, in review of division operations
- Spoke with Briana Hetzel and Brady Peck, Coordinators, in review of MLB Pitch Hit and Run program in partnership with B&G Club/Little League
- Spoke with Steven Zraick, Assistant Town Attorney, in review of Mtn. Valley Park
- Met with Karen Smith, Assistant Town Manager, and Boyd Robertson, Deputy Public Works Director, in review of submitted plans and current work efforts by developer at the Granville Unit 6 park location
- Met with administrative office staff in review of operations and planning
- Prepared necessary Citizen Academy materials and presentation for delivery by Deputy Town Manager
- Completed Ice Skating program transfer and website link updates for communications from PV Event Center
- Attended the Arts and Culture Commission’s meeting
- Met with Karen Smith, Assistant Town Manager, and Larry Tarkowski, Town Manager, in review of Mtn. Valley Park playground
- Attended Boys and Girls Club expansion progress meeting
- Met with Heidi Foster, Communications Relations Coordinator, in review of department marketing
- Attended weekly Department Head meeting with Town Manager
- Assisted with Mayor Skoog’s banquet decorations
- Attended the FRIENDS of PV Parks and Recreation board meeting
- Met with members of the Police Department in review of pairing the 2nd Annual Badges and Bobbers event with the rescheduled Gold Fever Day in April
- Met with Jason Elmer, Manager, in review of department operations



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- Attended Parks and Recreation Commission work study meeting in review of Parks and Recreation Master Plan development
- Spoke with Kyle Behrens, Daktronics, in review of scoreboard installation in Mtn. Valley Park
- Attended George Andersen Park playground pre-construction meeting with playground manufacturer and installation team
- Met With Ted Lenard, Prescott Pro Sound, in review of Mtn. Valley Park 4-plex public address/sound system
- Conducted department orientation session for newly elected Councilmember's
- Participated in Wellness Committee program
- Provided introductions of department staff member to the Boys and Girls Club staff
- Coordinated receipt of donated gymnasium lights from MUSCO
- Meet with Gerald Szostak, Boys and Girls Club Director, in review of facility use times custodial assignments, and pending art project for staff/youth members
- Attended Town Council Budget Retreat
- Met with Tim Nolan, Arizona Recreation Design in review of Mtn. Valley Park playground project
- Met with Buzz Gummer, P&R Commission Chairperson in review of monthly agenda development
- Met with Nancy Smith, Arts and Culture Commission, in review of gymnasium color pallet and materials
- Met with Commissioners Sinclair and Smith in review of Art at the Center program developments
- Met with Brieanne Wetzel, Athletic Coordinator, in review of 2019 preliminary field allocations
- Attended PV Historical Society Founders Day luncheon and assisted presentation speaker
- Met with recreation staff in review of divisional operations and planning
- Completed department monthly reports
- Approved numerous department direct pay and accounts payable requests
- Completed numerous public service announcements for department services
- Attended Parks and Recreation Commission work study and regular meetings
- Spoke with Andy Sinclair, A&C Commission Chairperson in review of monthly agenda development

ARTS AND CULTURE:

Current Services/Accomplishments for the Month:

- IFEA (International Festival and Event Association) webinar on November 1
- Meet and greet with all Recreation staff and PV B&G staff
- Met with Kirsti LaVecha, artist, to discuss hanging opportunities for the Public Art Exhibit in 2019. Discussions have led to a solo show in May with possibility of teaching through Art Club.
- Managed classes (piano, guitar, ballet, tap, hula, crochet, and knitting). Acquired schedules from instructors for the next quarter, made changes to classes as needed, moved the piano as needed, made payments, and answered inquiries
- Radio and other advertising opportunities: KQNA 11/6, Hot Topics with Marnie 11/7, Saturdays with Marnie 11/15, KQNA 12/20
- Met with Ted Leonard to discuss date opportunities for 2019 Theater on the Green concerts, 4th of July availability, EGGstravaganza availability, etc.



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- Member of the decoration committee for the town employee Gala and discussed potential themes and how they would be executed
- Spoke with Gene Galazan several times throughout the month as we moved forward on his proposal to donate horse sculptures to the Town – currently the donation has been approved by the Art at the Center Committee as well as the entire Arts and Culture Commission, I helped to prepare the RFCA to introduce the donation to the Town Council on Dec. 20, 2018.
- Helped prepare for and attended the Arts and Culture Commission work study meeting on November 14th
- Reviewed list of recipients for the Art at the Center Call and converted as many as possible to receive the Call via email to save money on postage for hard copy calls, shared with Heidi Foster to convert to appropriate format to send to printer
- Notified Gold Fever Day participants of new event date and requested their presence – some have not returned communication yet but they were the groups that have typically been difficult to get ahold of and none of them are instrumental to the event, all major pieces are still in play
- Created new flyers for all arts and culture related classes and upcoming events
- Create- A-Tree:
 - Created maps and reviewed spaces in the Library for trees
 - Took in applications and answered phone calls and emails related to the event
 - Sent out reminders and notifications to participants
 - Created signage for the participants and the voting (People’s Choice)
 - Helped with set-up and helped new commissioners understand their role in set-up
- Cleaning at Quailwood storage
- Pictures with Santa – picked up decorations and other items with help from Bryce, prepared signage, communicated parade information with other staff, and worked at the event
- Working with Louna (instructor: knit/crochet/sewing) to understand how to use or read the online listing for her class.

AQUATICS:

Accomplishments/Highlights/Improvements for the Month:

- Continued efforts toward converting the old south side restrooms to family changing rooms
- Copper pipe replacement started
- Planning for summer 2019 with current staff
- Winterization of systems complete
- Updated marketing materials for 2019
- Updating staff manuals
- Work on sister cities information for council
- Prep for Polar Bear Splash & New Year’s Eve
- Donation requests for Polar Bear Splash delivered
- Parts ordered to replace worn gaskets on hand dryers

ATHLETICS:

Accomplishments/Highlights/Improvements for the Month:

- Field Allocations
 - Preliminary assignments were finalized this month.



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- All prelim field allocation meetings were held this month with the exception of those organizations that did not set up a meeting with me to go over findings and any additional requests by sports organizations. All meetings went well and there were no issues regarding assignments.
- 2019 field allocations are completely finalized and ready to be entered into REC1's calendar.
- All meeting room requests will be sent to administrative staff for reservation entry.
- Men's USA Softball Tentative Tournament
 - Brian, Jason, Nick and I met with Bobby Pena to go over all tournament dimensions, requests, size, etc. this month. All of us were in agreeance; we believe Town of Prescott Valley can successfully host this tournament. Bobby was given all the appropriate information needed and he will be submitting payment next month to hold his tentative reservation dates in June of 2019.
- Winter Volleyball
 - Registration for winter volleyball opened up this month
 - We currently have 22 teams registered
 - Currently we have no teams signed up for Thursday evenings – we do have a waiting list for Women's A and B; at the end of next month it should be looked at for possible expansion for that league if participation deems necessary and we have the availability on Thursday evenings.

COMMUNITY EDUCATION/OUTDOOR RECREATION:

Accomplishments/Highlights/Improvements for the Month:

- The November day trip to the Scottsdale Museum of the West was cancelled. We needed a minimum of 5 participants, but only had 3. We should have high numbers for the December day trip.
- Jann Watt's Dog Obedience course started on November 7th with 4 participants for this first course.
- Starting this month as department leader for the Wellness Committee.
- PBS donations have been split up between the coordinators and I will be reaching out to businesses next month.
- Working on a proposal for a Community Walking Club.
- The December Calendar of Events has been published and I will be delivering it to all schools.
- January and February day trips have been planned, but not yet posted on Rec 1. We will be traveling to the Grand Canyon in late January and I have rescheduled the original trip for November to take place in February.

PARKS:

Accomplishments/Highlights/Improvements for the Month:

- Polish all stainless steel in our restrooms at various parks
- Replenish janitorial supplies
- Clean all shop areas
- Clean up storage rooms at various parks
- Broom/blow off sidewalks at various parks
- Remove trash/debris from Urban Forest Lakes
- Gopher control at Antelope, CASA, Civic, Bob Edwards, Sunflower
- Drag and chalk fields at 4-plex
- Run sprinklers on all turf areas



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- Mow all turf areas
- Line trim Bob Edwards, Civic Center, Antelope
- Cut weeds and mow at Urban and MVP
- Load up and haul off grass clippings from MVP
- Clean up debris and trash from flooding at Bob Edwards Park
- Blow off sidewalks/parking lots at Mtn. Valley
- Vacuum turf at Viewpoint
- Water tree at B&G Club
- Mark corners on soccer fields at Bob Edwards and Pronghorn, Amp
- Shut down irrigation to all parks
- Repair multiple drip line leaks at MVP
- Primer flat bed for new Town work truck
- Spray weeds at Mtn. Valley, George Andersen
- Spread DG at George Andersen
- Turn on and test heaters in park RR and plumbing chases
- Install block heater plug on truck
- Put new RP cove on backflow device at Tonto South
- Remove weeds and flowers in planting beds at Tonto South
- Excavate and install pavers at Tonto South on parking lot edge and around planting beds
- Plot and paint soccer field on Viewpoint
- Repair and run new drip lines at Sunflower Park
- Trim trees at Tonto South
- Remove two dead trees at American Legion and two at Tonto South
- Plant two trees at South and two trees at American Legion
- Cut down/remove two dead trees at Dog Park
- Sand blast/prep flatbed for priming/painting
- Put float on trailer, decorate with lights
- Install memorial plaque on tree at Urban Forest
- Trim trees at B&G club
- Excavate around fountain at dog park, place leach rock, set pavers and spread new DG
- Paint flag pole at George Andersen
- Paint picnic tables at George Andersen
- Excavate and set forms for curb at Tonto North
- Pour concrete for curb at Tonto North
- Remove forms from curbing
- Repair/install new disconnect for scoreboard on Field 1 at the 4-plex
- Bring back tables/chairs from Amp complex to the shop
- Replace heater at Viewpoint in RR
- Adjust light timers at Viewpoint and Mtn. Valley
- Replace ISO valves on sinks at the Pavilion RR-MVP
- Trim shrubs at CASA
- Cut down dead trees at Barlow Massick's house
- Remove and replace section of concrete at George Andersen
- Remove and replace slab of concrete at Viewpoint
- Begin cleaning up leaves at Granville and Antelope

SPECIAL EVENTS:

Accomplishments/Highlights/Improvements for the Month:



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- Staff continued to work on the resurrection of Gold Fever Day, and met with police department to pair up to hold a joint event in April for Gold Fever Day/ Badges & Bobbers.
- Staff have begun gathering donations for Polar Bear Splash and creating an activity list for the day. Special guests for the event are being secured and food for the pancake breakfast has been discussed.

Special Event Applications in process in November, 2018:

Event	Date	Internal/External	Location	Attendance
Polar Bear Splash	1/5/19	Internal	MT Valley Splash	150+

Special Events held on Town property in November, 2018:

Event	Date	Internal/External	Location	Attendance
Deming - Home School-Dance Mixer	11/3/18	Internal	Crystal Rm & Terrace	100+
Lee - Wedding Ceremony	11/3/18	Internal	Fain Park	25
Gutkowski - B-day with inflatable	11/17/18	Internal	Tonto South - RM1	25
Festival of Lights and Pictures with Santa	11/30/18	Internal	Civic Center Grounds	100+

b. Director's Report, **December 2018:** *Director Witty*

ADMINISTRATION:

- Met with park staff in review of division operations and planning
- Approved department payroll requests
- Met with Briana Heltzel, Athletic Coordinator, in review of field allocation processing
- Spoke with Channel 56 staff consider commission meetings and missing website materials
- Attended Parks and Recreation Commission work study meeting in review of Parks and Recreation Master Plan development
- Hosted department potluck
- Attended New Year's Eve coordination meeting
- Spoke with Bobby Pena, sport tournament organizer in review of submitted application and ultimately it withdrawal
- Met with Commissioner Wertz and staff members of the Boys & Girls Club in review of cooperative programming for the development of ribbon cutting mosaic artwork for the gymnasium project
- Attended the Arts and Culture Commission's work study meeting
- Attended Boys and Girls Club expansion progress meeting
- Attended weekly Department Head meeting with Town Manager
- Conducted park facility tour with Karen Smith, Assistant Town Manager
- Attended the FRIENDS of PV Parks and Recreation board meeting
- Hosted George Andersen Park playground ribbon cutting ceremony



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- Met with Kathy Wise, Administrative Supervisor, in development of weekly planning agenda
- Met with Tim Nolan, Arizona Recreation Design in review of Mtn. Valley Park playground project
- Met with Cody Rose, PV Youth Football Association, in review of field allocations
- Met with members of the PV Pickleball Association in review of planning efforts and request for transfer of development funds to the FRIENDS
- Completed George Andersen Park playground inspection and approval with vendor
- Met with Hitmen Football Association, in review of field allocations
- Completed RFCA's seeking approvals for sculpture donations and Mtn. Valley Park playground equipment
- Met with Karen Smith, Assistant Town Manager, department updates
- Met with Hope Hooper, Arts and Culture Coordinator, in review of division operations
- Completed Town News submissions and review
- Met with Jason Elmer, Manager, in review of department operations
- Met with recreation staff in review of divisional operations and planning
- Approved numerous department direct pay and accounts payable requests
- Met with Yavapai Youth Soccer League, in review of field allocations
- Met with Commission Smith and B&G Club representative in review of tiles, and cabinetry for gymnasium project
- Met with Commissioner Gibson in review of Commission and committee operations
- Attended CASA board meeting
- Coordinated efforts for council elect members Holiday Festival of Light parade float
- Spoke with Marnie Uhl, Chamber of Commerce Director, in review of conflicting Santa participation
- Attended Holiday Festival of Light, Pictures with Santa, and Create-A-Tree ceremony
- Attended Parks and Recreation Commission semi-annual parks tour
- Confirmed Commissioner Danny Avalos resignation from the Parks and Recreation Commission due to attendance/participation issues
- Met with Kell Palguta, Mayor Elect, in review of possible future department operations
- Met with administrative office staff in review of operations and planning
- Spoke with Rick Chase, CAFMA Fire Marshall, in review of operations for New Year's Eve event
- Met with Heidi Foster, Communications Relations Coordinator, in review of department marketing
- Met with PV Pickleball Association in review of facility development specifications for Granville Unit 6 park
- Spoke with Scott Gurtin, AZGFD, in need for pending Community Fishing Program signage
- Co-hosted Healing Field staff appreciation luncheon
- Secured facility use sponsorship of the New Year's Eve celebration from the Fain Signature Group
- Attended the Arts and Culture Commission's committee and work study meetings
- Attended Community Budget Open House meeting in Quailwood
- Met with staff in review of Tree City USA and Growth Award 2018 reporting and 2019 applications
- Attended MI Window donation check presentation and community challenge for B&G Club gymnasium project
- Spoke with pyro technician in review of New Year Eve event planning
- Spoke with Steven Zraick, Assistant Town Attorney, in review of Mtn. Valley Park



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- Spoke with Supt Dan Streeter, HUSD, in review of facility use processing and participation in the upcoming Youth Arts Month and Family Arts Festival
- Attended the Arts and Culture Commission's meeting
- Spoke with Kyle Behrens, Daktronics, in review of scoreboard installation in Mtn. Valley Park
- Secured Mtn. Valley Park 4-plex public address/sound system quotations
- Met with Buzz Gummer, P&R Commission Chairperson in review of monthly agenda development
- Completed department monthly reports
- Completed numerous public service announcements for department services

ARTS AND CULTURE:

Current Services/Accomplishments for the Month:

- Participated in the Gold Fever Day coordination meeting with Brian Witty, Jason Elmer, Brady Peck, and James from the Police Department. We reviewed dates, times, the schedule for GFD and Badges & Bobbers, any elements that may be problematic, and general event information to ensure that the departments are on the same page for the combined event
- Met with Andree Cohen to discuss potential art opportunities for 2019, including public art exhibit and teaching opportunities
- Met with Dani Fisher who has interest in being an instructor with us to discuss potential teaching opportunities
- Attended several meetings as a member of the Employee Gala Committee to discuss progress on decorations, invitations, theme, etc.
- Prepared for and attended Arts and Culture Committee meeting with Commissioner Quisenberry
- I went to the XLIVE conference in Las Vegas, December 9th through the 12th. This conference was focused on event planning. I went to seminars in a wide range of topics including: how to work better with sponsors, engaging the public, reducing liability/risk
- Went to various local businesses seeking donations for the Polar Bear Splash throughout the month of December (20+ businesses visited in Prescott, Dewey, and Prescott Valley).
- Spoke with Israel and Cameron at the Arizona Theatre Company about a program in the spring for theater in Prescott Valley. They requested that we help them to find two teachers who are experienced in playwriting and acting that could teach for these classes
- Spoke with Marnie Uhl in helping spread the word to the theater groups she works with and reaching out to local theater groups and other individuals in the area who would be appropriate. Two contacts have been passed on to Israel and Cameron already.
- Completed payment authorizations as needed throughout the month and help various instructors; moving piano, updating schedules for the spring season, and communicating any issues/building closures/etc.
- Met with Coleen Bomschlegel to discuss the duties of Arts and Culture Commission as she has interest in participating in that commission. We also discussed the various art



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programs that we both work on and brainstormed possible opportunities to work together or at least help each other.

- Radio/TV:
- Chamber Radio on December 5th to discuss NYE and PBS
- Community Connection (Channel 56) on December 18th
- Saturdays with Marnie on December 20th

AQUATICS:

Accomplishments/Highlights/Improvements for the Month:

- Work continued to convert the old south side restrooms to family changing rooms
- Copper pipe replacement completed
- Planning for summer 2019 with current staff
- Updated marketing materials for 2019
- Updating staff manuals
- Work on sister cities information for council
- Prep for Polar Bear Splash & New Year's Eve
- Donation requests for Polar Bear Splash follow up
- Preventative maintenance performed on hand dryers
- Replaced the starter on the slide pump that was used to replace components on the recirculation pump
- Replaced failed choke toroid on salt system
- Worked on finding electrical problem with the salt system that is keeping one of the new expansion cells from operating, unable to complete diagnosis without continuous system operation, will complete in April when the system is started up
- Preparation for 2019-2020 budget – Capital needs

ATHLETICS:

Accomplishments/Highlights/Improvements for the Month:

- Field Allocations
 - Preliminary assignments were finalized this month.
 - 2019 field allocations are finalized including entry into REC1
 - All meeting with the organizations have been completed
- Winter Volleyball
 - Registration for winter volleyball completed this month
 - 22 teams registered
 - Men's leagues for Thursday nights formed and an additional Women's A league

COMMUNITY EDUCATION/OUTDOOR RECREATION:

Accomplishments/Highlights/Improvements for the Month:

- December day trip to the Desert Botanical Gardens cancelled due to weather, but rescheduled for February 2019
- Roy Jenkins will not be holding Be a Better Basketball Camp in January, but will return in February



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- Jason and I sat down with Janet Leuer from HUSD to discuss and confirm facility scheduling at HUSD locations
- Went out to businesses within the community to ask for donations for the upcoming Polar Bear Splash
- Helped organize for the New Year's Eve event. Because of unexpected weather the event was sized down to only the bonfire and fireworks. Even with the weather the event was well received and there were approximately 100 participants.
- Lisa Van Wormer let us know that she will not be holding Yoga Nidra during the month of January
- Created flyer to promote Daddy Daughter Date Night
- Created a flyer to help promote classes and activities in support of "New Year Resolutions".

PARKS:

Accomplishments/Highlights/Improvements for the Month:

- Polish all stainless steel in our restrooms at various parks
- Replenish janitorial supplies
- Clean all shop areas
- Clean up storage rooms at various park
- Broom/blow off sidewalks at various parks
- Remove trash/debris from Urban Forest Lakes
- Gopher control at Antelope, CASA, Civic, Bob Edwards, Sunflower
- Cut weeds at Urban and MVP
- Blow off sidewalks/parking lots at Mtn. Valley
- Water tree at B&G club
- Mark corners on soccer fields at Edwards and pronghorn, Amp
- Excavate and set forms for curb at American Legion
- Pour concrete for curb at American Legion
- Remove forms from curbing
- Clean up leaves at Granville and Antelope
- Cut and remove asphalt at tonto North
- Excavate and place AB subgrade at Tonto North
- Compact subgrade at Tonto North
- Lay 23 tons of asphalt on parking lot at Tonto North
- Set up new work truck
- Remove and replace tool boxes on 4232
- Replace deck boards on 20' big tex trailer
- Cut down and haul off 3 willows at Antelope
- Replace light at Tonto South
- Switch out colored light lenses at Urban Forest Fountain
- Replace light bulb at Skate park
- Pick up pallets for new year's eve bon fire
- Turn water off and drain RR lines at Sunflower, Andersen, Legion, CASA,
- Repair leaks in drip at Quailwood



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- Install window covers on RR at Pronghorn
- Work on washed out areas at pronghorn with gannon box
- Put all flags to half mass
- Install flatbed on truck 4242
- Install u bounce on playground at MVP
- Pick up leaves at tonto South, tonto North, Legion
- Repair backpack blower
- Oil change on John Deere 110 tractor
- Dig up, tap into lateral, and run new sprinkler head at Bob Edwards
- Run 4 new valve wires across soccer field at Quailwood
- Run conduit to new irrigation clock location at Quailwood
- Run valve wires from old clock to new location at Quailwood
- Pick up Musco lights/controls for B&G club
- Meet with T-Mobile about location of lines at MVP
- Order and receive delivery of new infield groomer machine

SPECIAL EVENTS:

Accomplishments/Highlights/Improvements for the Month:

- Staff continued to work on the rescheduled Gold Fever Day via meetings with police department to pair up a joint event Badges & Bobbers.
- Staff have begun gathering donations for Polar Bear Splash and creating activity list for the day. Special guests for the event are being secured and food for the pancake breakfast has been discussed.
- Pictures with Santa and the Civic Center Holiday Lights were again successful events
- Staff has also been coordinating efforts with Police Dept. and Central AZ Fire and Medical Authority for the New Year's Eve Event

Special Event Applications in process in December, 2018:

Event	Date	Internal/External	Location	Attendance
Polar Bear Splash	1/5/19	Internal	MT Valley Splash	150+

Special Events held on Town property in December, 2018:

Event	Date	Internal/External	Location	Attendance
New Year's Bonfire & Fireworks	12/31/18	Internal	Event Center	100+

Director Witty added that the New Year's Eve activities other than the bonfire and fireworks were canceled due to the heavy snow; support staff was redirected to assist with snow removal and safety. Still 100 brave souls were on site to enjoy the bonfire and fireworks.

Vice Chair Quisenberry asked what the commission can do to help with upcoming events. Director Witty advised that the commission's assistance with Youth Arts Month, Family Arts



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Festival, Gold Fever Days, Movies under the Stars, Theater on the Green and other events can be discussed during work studies. Commission outreach with partners and vendors is part of those work study planning meetings.

Commissioner Wertz asked about the status of the Master Plan. Director Witty explained RFQ #P450 solicitation for bid is live on the Town of Prescott Valley website as of this date (January 16, 2019) and is slated for Town Council review in April; there is no selection or hard data as yet. Commissioner Wertz asked if this commission will have the opportunity for input; Director Witty stated that will be part of the process.

c. Chairperson's Report –*Chairperson Sinclair*

Chairperson Sinclair wished everyone a happy new year and expressed his hope that the community was able to enjoy the Valley of Lights, the Civic Center lights, Create a Tree and the fireworks display. He also thanked Commissioner Wertz for a job well done on the Arts & Culture Commission's submission for Create a Tree. Vice Chair Quinsenberry thanked Commissioner Wertz for a great job.

Chairperson Sinclair also invited the community to participate in our Public Art Display, and advised of our current call to artists for the outdoor sculpture for Art at the Center, which has a deadline of March 29, 2019.

7. Old Business

a. Create-A-Tree Peoples' Choice Award - *H. Hooper, Coordinator*

Thirty-six artfully created trees were on display in the library in 2018. This year was a record for number of votes in our annual Create a Tree exhibit, with 982 votes cast for the Peoples' Choice Award. Bragging rights this year go to *Shin Pu Ren Karate 20th Anniversary Tree* with 131 votes received. Lori from Shin Pu Ren shared the vision of the tree and how the different steps on the ladder contained the different steps or belt ranks in achieving levels of accomplishment in karate. The tree was decorated with belts, medals and trophies the studio has won in local and national competitions over the past twenty years.

b. New Year's Eve Report - *B. Witty, Director*

Despite Mother Nature's appearance with nearly 5 inches of snow, we still had almost 100 brave souls attend the bonfire and early fireworks display. Unfortunately we had to cancel the other events due to staff being reassigned to plowing snow and community safety. Mr. Witty shared a wonderful photograph of the Civic Center taken on New Year's Eve with the fireworks in the sky submitted by Mr. Charles Able. Mr. Witty thanked all the Town staff and pyro-technicians who braved the snowy weather to organize the bonfire and two fireworks displays. Hopefully next year Mother Nature will be kinder.

c. Boys & Girls Club Sculpture Project – *Commissioner Wertz*

Commissioner Wertz stated that the project will begin next Wednesday, January 23rd with a team of 12 youth in designing and creating a public artwork in conjunction with the anti-graffiti mural and in concert with the Boys and Girls Club. The project will be a wall mounted sculpture and he is excited to begin the process of guiding these young people in this creative process of expression. Building dedication is anticipated to be in April or May, giving Mr. Wertz and the 12 young people the months of February and March to develop and bring their vision to completion.



Town of Prescott Valley
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8. New Business

a. 2019 Public Art Exhibit schedule – *H. Hooper, Coordinator*

Ms. Hooper presented the Public Art Display calendar for 2019. Opportunities for display are available for the months of July and August 2019 and for 2020. Applications can be found on the Town website at: <http://www.pvaz.net/305/Arts-and-Culture>

b. Theater on the Green 2019 submissions – *H. Hooper, Coordinator*

Ms. Hooper also gave an update on the 2019 Theater on the Green entertainment series. Concerts are being scheduled along with Movies under the Stars and other free family entertainment. Several new entertainer applications have been received and are under review. If you are interested in performing at Theater on the Green you can find the application online at: <https://az-prescottvalley.civicplus.com/630/Theater-on-the-Green>

Ms. Hooper also gave updates on scheduled events coming up in 2019, including Gold Fever Days, Movies under the Stars, and live concerts. More information on these and all events brought to you by the Town of Prescott Valley can be found on the Town website at <http://pvaz.net>

9. Unscheduled Public Appearances

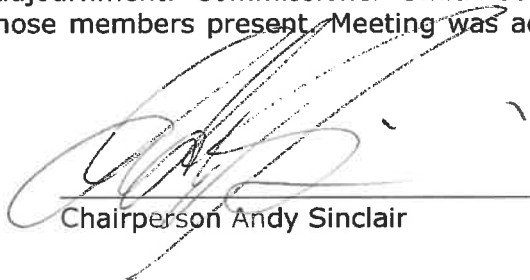
None.

10. Next Meeting

- a. Work Study Meeting: Wednesday, February 13, 2019, 5:30pm, Conf. Rm. 428
- b. Regular Meeting: Wednesday, February 20, 2019, 5:30pm, Auditorium

11. Adjournment

With no further discussion or comments, Chairperson Sinclair called for motion to adjourn. Vice Chair Quinsberry motioned for adjournment. Commissioner Smith seconded the motion. Motion carried unanimously by those members present. Meeting was adjourned at 6:16 p.m.



Chairperson Andy Sinclair

Respectfully submitted by: Mary Lou Arnold, Administrative Support I
January 16, 2019