



Arts & Culture Commission
REGULAR MEETING
7401 E. Skoog Blvd., Auditorium
6:30 p.m., Wednesday, February 20, 2019

MINUTES

1. Call to Order and 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 Franki Gibson. Members absent: Commissioner Nancy Smith. Staff present: Brian Witty, Director, Hope Hooper, Arts & Culture Coordinator and Kathy Wise, Administrative Supervisor.

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 February 20, 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 January 16, 2019 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 January 16, 2019 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 Artist – Wyatt Williams, Leather Artisan

Mr. Williams greeted the commission and thanked them for the opportunity to talk about his leather crafts. He started leather crafts when his father brought home some kits a couple of years ago. He showed photographs of his first projects. After that he thought it would be fun if he started selling small projects. In 2018 he said he was really lucky when he stumbled on to the 2018 Leather Show. He had the opportunity to learn from master craftsmen and expand his product and design and learn high detail carving. He also took a class on belt making and leather crafting. The 2019 leather show will be held open to the public from March 1st through the 3rd. In June 2018 he purchased a Pancake Holster fabrication business specializing in in concealed carry holster including 1911 pistol holsters. Since the Pancake holsters weren't as artistic that he was looking for he started work the Stitching Post Leather Company which is one of the last saddle makers in Northern Arizona. He is now supplying him with stamped spur straps, breast collars, saddle cinches and custom guitar straps. He enjoys working on custom stamped belts, carved belts and cartridge belts. He also makes custom holsters that include custom fitting and design and quality liners for shoulder and



western holsters. Last but not least, he does custom carving. Commissioner Gibson asked about price ranges for his belts; stamped belts cost \$80-\$90 and the florals start at \$150. He's working with the saddle maker company and hopes to become a saddle maker. Commissioner Quisenberry asked how someone would be able to contact him to purchase items. He can be reached at the Stitching Post Leather Company, 928-772-5850.

b. Programs and Classes

Mrs. Hooper greeted the commission presented a slide show of upcoming classes and events.

Nidra Yoga – Release stress and tension by learning the yoga practice for ultimate relaxation. No yoga experience necessary. Classes are held on Tuesdays from 6:30 – 7:30pm.

Explore Arizona by joining Prescott Valley Parks & Recreation for one of our monthly Day Trips. Call us at 928-759-3090 or visit our website at www.pvaz.net to learn more about our upcoming trips.

Acrylic Painting Workshop – Join instructor and artist Tom Blank for a 3 session workshop. Throughout the 3 days students will learn basic acrylic painting skills with a focus on landscape painting. Students will be able to work one-on-one with the instructor to grow their talent. Most supplies are provided – students must provide their own stretched canvas – and students may bring paint, brushes, sketchbooks, pencils and other art supplies as directed. Classes are for ages 15 and up, pre-registration is required. Cost: \$90 per student; Wednesday – Friday, February 27th – March 1st from 8:30-11:30am at the Civic Center, 3rd floor, room 331.

Drawing Workshop – Instructor and artist Tom Blank is teaching a 3 session drawing workshop. Students will learn basic drawing skills and will use those skills to create drawings of big cats, wolves, and hooved animals. Supplies are provided however, students are welcome to bring their own supplies. Classes are for ages 15 and up. Cost: \$60 per student; Wednesday to Friday, 2/20 – 2/22/19 from 8:30am – 10:30am, at the civic center, 3rd floor, room 331.

6. Division/Department Update:

a. Director's Report, January, 2019 – *B. Witty, Director*

ADMINISTRATION:

- Attended Community Budget Open House at Granville Community Center
- Spoke with fireworks vendor confirming operations for New Year's Eve event
- Met with park staff in review of division operations and planning
- Approved department payroll requests
- Spoke with Bill Osborne, Capital Projects Coordinator, in review of door packages and paint schemes for B&G expansion project
- Met with Play It Safe Playgrounds staff in review of inclusive playgrounds
- Attended Parks and Recreation Commission work study meeting in review of Parks and Recreation Master Plan development
- Met with Kathy Wise, Administrative Supervisor, planning out office operations and assignments during her absence from the office
- Met with Hope Hooper, Arts and Culture Coordinator, in review of division operations
- Met with administrative office staff in review of operations and planning
- Hosted department holiday potluck meeting
- Attended Department Head team meeting with Karen Smith, Assistant Town Manager



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- Spoke with Judy Stoycheff, AZ Site Stewards, in review of a request to access the Fitz Maurice Ruins for graduate student project
- Met with Kathy Wise, Administrative Supervisor, in review and completion of Tree City USA application.
- Attended Boys and Girls Club expansion progress meeting
- Attended weekly Department Head meeting with Town Manager
- Hosted annual New Year's Eve Celebration coordination meeting with members of Public Works, Police, and CAFMA
- Met with Dr. Streeter, HUSD Superintendent, in review of upcoming YAM and FAF celebrations, IGA facility scheduling, and possible shared ballfield developments
- Met with Karen Smith, Assistant Town Manager, department updates
- Met with Christina Brooks in review of Monarch Butterfly habitat loss at Granville Unit #6 Park
- Supervised the annual New Year Eve Celebration
- Attended Town website redesign committee meeting
- Met with Buzz Gummer, P&R Commission Chairperson in review of monthly agenda development
- Attended the Arts and Culture Commission's committee and work study meetings
- Met with Andy Sinclair, A&C Commission Chairperson in review of monthly agenda development
- Attended the FRIENDS of PV Parks and Recreation board meeting
- Met with staff in review of Southwest Risk Services Loss Consultant audit results for any compliance items needed
- Spoke with Sue Tone, Prescott Valley Tribune, in review of sculpture donation
- Met with Brady Peck and Jason Elmer in review of Sister City research and council presentation development
- Met with staff in review of Gold Fever Day planning development for April 27th
- Met with members from Dewey Classic Cruisers in review of pending cruise schedule and possible event partnership
- Finalized Master Plan request for proposals with Karen Smith, Assistant Town Manager and Bill Osborne, Capital Project Coordinator
- Attended Community Budget Open House at Stoneridge Community Center
- Completed advertisement for Mater Plan request for proposals
- Met with Jason Elmer, Manager, in review of department operations
- Spoke with Larry Tarkowski, Town Manager, in review of Mayor advisory groups
- Met with Joe Contadino, Granville Developer, in review of park developments
- Met with recreation staff in review of divisional operations and planning
- Approved numerous department direct pay and accounts payable requests
- Attended the Parks and Recreation Commission meeting
- Spoke with Coach Pantalione, Yavapai College, in review of 2019 season
- Attended the Arts and Culture Commission meeting
- Met with Commissioner Wertz, A&C Commissioner, to procure the materials needed for the B&G Club Expansion mosaic artwork project
- Attended Mayor Skoog and Councilmembers Whiting and Rooney celebration
- Completed Town News submissions and review
- Spoke with Marnie Uhl, Chamber of Commerce Director, in review of conflicting Santa participation
- Met with Heidi Foster, Communications Relations Coordinator, in review of department marketing
- Completed department monthly reports
- Completed numerous public service announcements for department services

ARTS AND CULTURE:

Current Services/Accomplishments for the Month:



- Install of new artwork at the Library with Cathy and Jeff Severson's work, they volunteered to assist with the set-up process as well.
- Worked with the gala committee to make decorations for the 2019 Employee Gala
- "Grazing" – the horse sculpture donation
 - Visited Gene Galazan with Bruno on January 4th to choose sculptures, afterwards we showed Gene where the sculptures would be installed along the Summit Trail.
 - Gene sanded and soldered as needed to ensure the sculptures were as safe and secure as possible for public display. We then moved the sculptures to the Summit Trail where Gene and I helped to direct the Parks crew as they positioned the horses. The sculptures were secured with concrete into the ground; the entire process was very smooth with no issues.
- Assisted with Arts and Culture Commission committee meetings, work study meeting, and regular meetings by creating slides, presenting information and taking notes as needed.
- Advertised upcoming events on Community Connections (January 8th) and Saturdays with Marnie (January 10th).
- Assisted with the Polar Bear Splash event; before the event picked up any additional prizes, helped with creating signage (including sponsor banner) and worked at the event on January 5th.
- Met with Cathy Severson to discuss opportunities to work with the Art Guild, and her specifically, for new art classes.
- Went to the HUSD principal's meeting to inform about Youth Art Month and Family Arts Festival
- Met with Paula Stewart to discuss what she is doing with the orchestra at the elementary schools
- Worked with Dani Fisher to set up art classes for kids, she is going to start with a pottery class, drawing class, and watercolor class. Her first classes will start in February
- Worked with Tom Blank to set up art classes for adults including a drawing class and an acrylic painting workshop. His classes will be starting in February as well, he will have one workshop each month for painting and one for drawing each month
- Met with a woman who works with art classes with the VA to see how we could better engage veterans in our events and activities.
- Met with, or talked through email, several artists and entertainers who will be displaying in the 2019 Public Art Exhibit or who were interested in participating in the Theater on the Green summer concert series– I helped them with the application process and sent information along to the Arts and Culture Commissioners to approve.
- Working on the Father's Day concert/car show that we met with the Car Club about; all marketing elements should be ready to go out by the end of February and all elements of the event should be pulled together by that point.

AQUATICS:

Accomplishments/Highlights/Improvements for the Month:

- Work continued on converting the old south side restrooms to family changing rooms
- Planning for summer 2019 with current staff
- Updated marketing materials for 2019
- Updating staff manuals
- Work on sister cities presentation for council
- 14th annual Polar Bear Splash held with 62 polar bears jumping and 300 in attendance
- Replaced the starter on the slide pump that was used to replace components on the recirculation pump
- Preparation for 2019-2020 budget – Capital needs
- Reset gasket on filter backwash valve that settled and was leaking
- Lights purchased for splash pad to be used as security lighting and during evening events to allow splash pad operation – installation in February or March



ATHLETICS:

Accomplishments/Highlights/Improvements for the Month:

- CivicRec
 - Implemented CivicRec usage by Site Supervisors to input scores
 - Added the ability for current teams to register on-site for upcoming leagues
- Spring Softball
 - Registration was opened for spring softball
 - Softballs ordered and received for the spring season
 - Prepare rule updates and umpire clinic
 - Interviewed and hired 1 new official
 - Work with existing umpires to set up an umpires clinic prior to the season
- Winter Volleyball
 - Winter volleyball league started
 - Men's volleyball offered for the first time that staff is aware
 - 2 new officials trained, 1 new site supervisor trained
 - New net placed into service to replace old, worn equipment
 - New volleyballs placed into service
 - HUSD fixed the leaking roof at Glassford Hill Middle School, allowing use of the gym during inclement weather
- Spring Volleyball
 - Early registrations accepted for current teams
- Spring Basketball
 - Spoke with officials to confirm availability
 - Prepared rule updates

COMMUNITY EDUCATION/OUTDOOR RECREATION:

Accomplishments/Highlights/Improvements for the Month:

- The January Day Trip to the Pima Air and Space Museum was a success. Looking forward to next month's trip to the Desert Botanical Gardens.
- I met with Tom Blank who is a backpacker and survivalist teacher with over 20+ years of experience. He has interest in starting a survivalist class with Parks and Recreation as well as hosting monthly hiking trips.
- Roma Korn's Yoga Lite started back up this month after she took a break in December for the holidays.
- Registration for Daddy Daughter Date Night opened on January 1st and is completely full. We are expecting over 100 participants. The event will be held on February 22nd at The Event Spot in Prescott Valley.

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 Bob Edwards, Pronghorn, Amp



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- curbing
- Clean up leaves at Granville and Antelope
- Paint Viewpoint soccer field
- Design irrigation system for new Granville park
- Gather parts list and receive bids for irrigation at new Granville Park
- Replace cutting blade on Gannon box
- Paint Gannon box
- Repair front bucket on backhoe
- Repair rear lift mechanism on Toro Sandpro
- Remove diesel tank from 4221 and install on flatbed trailer with battery and solar charger
- Paint playground curb at American Legion
- Repair backstop fences at 4-plex
- Edge infield arcs at 4-plex
- Remove grass/weeds from infields at 4-plex
- Add infield mix and level fields at 4-plex
- Layout new stations near PD expansion at Civic Center
- Pick up and install horse statues on Summit Trail
- Remove old paint from inside of Pavilion RR
- Paint inside of Pavilion RR
- Saw cut and remove heaving concrete at Fain
- Pour new concrete pad at Fain
- Line trim weeds at MVP
- Trim shrubs and red tip photinias at MVP and pool
- Repair/ replace drain lines for sink at Antelope Park
- Re-install sink at Antelope
- Remove porcelain sinks at Pronghorn
- Install new stainless steel sinks at Pronghorn
- Plow snow w/streets crew
- Take Christmas trees to event center for bonfire
- Install 6 sign posts for G&F bag limit signs at Urban Forest and Fain lake
- Load up Christmas trees at MVP
- Replace light bulbs inside Urban Forest RR
- Cut/remove bushes at Overlook Park
- Replace LED driver on parking lot light at Antelope
- Drag and remove weeds from baseball field infield at Antelope Park
- Snow/ice removal from all park sidewalks
- Put mud flaps on truck 4242
- Remove broken partition door on Men's RR at Quailwood
- Clean mini excavator
- Install new "keep off dam" signs at Fain
- Take depth measurements of Fain Lake
- Pick up bleachers from high school
- Work on capital projects/equipment budget items
- Install new heaters at Viewpoint and Urban Forest
- Patch area of concrete in Skate Park
- Replace/repair 3 lights at Village Square
- Replace flush valve on toilet at MVP
- Oil and fuel filter change on mini excavator
- Trench and install new station at Civic Center for PD expansion
- Spray weeds at MVP



SPECIAL EVENTS:

Accomplishments/Highlights/Improvements for the Month:

- The 2019 Polar Bear Splash was a chilly and fun kick off to the New Year. With 300 people in attendance and 62 polar bears jumping in the pool. The event was the department's second largest on record, second only to the warm, 65 degree event in 2018. This year's event saw a new sponsor in Prescott Valley Heating and Cooling with a heating tent provided for all participants. With the growth of the event a number of people are making this an annual event and are planning on doing it in the future; the department hopes to continue the growth trend and break the record of polar bears (69) in 2020 at the 15th annual event.
- Staff continued to work on the rescheduled Gold Fever Day via meetings with police department to pair up a joint event Badges & Bobbers.
- Staff also began planning for the Eggstravaganza event on April 13th.

Special Event Applications in process in January 2019:

Event	Date	Internal/External	Location	Attendance
Brannock – B-Day Party w/inflatable	2/16/19	Internal	Tonto South	25
Roughrider 100 Motocross Race	2/16-17/19	External	On private property except for crossing Eastridge Dr.	300+
Fisher – Anniversary Party	5/4/19	Internal	Crystal Room	75
Healing Fields Flag Display	9/6-9/13/19	Internal	Civic Center Grounds	150+
Healing Fields Concert	9/7/19	Internal	Theater on the Green	100+
Healing Fields Service	9/11/19	Internal	Theater on the Green	100+

Special Events held on Town property in January 2019:

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

Director Witty stated that a lot of the discussion items tonight will be related largely to our Arts & Culture division and all of its activities. The department is in the budget process. In addition to that the Master Plan process is out. We're looking forward to those quotes coming back in with the review process beginning after March 4th continuing for the next couple of weeks. That selection committee will be going through that process and then making recommendation to council roughly the last week of March with a productive negotiation also taking place at that point in time. We'll have that lined out and completed in the month of April. Then we will be able to give more information back to the commission related to the schedule that the vendor will then produce with all its different elements. We'll have those coming forth in your future schedule. With that being said I'm happy to answer any questions the commission may have concerning the department's report for this month for any of its future activities. Not questions from the commission at this time.



b. Chairperson's Report: *Chairperson Sinclair*

We have a Call for Artists for the Art at the Center Sculptures program. We are looking for artists to display their work. You can find these program brochures here at the library and the Parks and Recreation Department. There are various sculptures around the campus and we are looking to add more sculptures to the area. Our cut-off date for applications is March 29th. Applications are on the Arts & Culture website. So please if you are interested in displaying your artwork at the center contact the Parks and Recreation Department.

We're to get a major snow tonight; about 10 to 20 inches of snow. Coming from the mid-west we call this heart attack snow. It's going to snow when it's about 32-35 degrees. It will be that heavy wet snow. Be careful!

7. Old Business

a. **Youth Arts Month (YAM)** – *Commissioner Quisenberry*

March 1st through April 1st we will have a display of artwork at the Civic Center on the 1st, 3rd and 4th floors and high school art on the 1st and 2nd floors of the Library. There will be an Artists' Reception & Award Ceremony on Wednesday, March 6th from 5:30pm – 7:00pm. Mrs. Hooper added that we would have a special guest at the reception on March 6th; Miss Yavapai County Teen Arizona. She added that a great group from Allianza is helping us with that.

b. Family Arts Festival (FAF) – *Commissioner Quisenberry*

This event is run in conjunction with the EGGstravganza. This event is scheduled for Saturday, April 13th from 9am – Noon with egg hunts starting at noon. If you want to do anything else that day, participate in art booths or see the youth entertainment or get to the petting zoo be sure to get there early. We'll have bouncy castles from Hero Party Rentals. There is a slight charge for that but everything else is free. It's a really great time; we get a lot of folks out. If you can't make it for anything else be sure to get here for the egg hunts. It's really fun to watch the kids going after those eggs. Vice-Chairperson Quisenberry added that if you have a child moving to a new school this is nice opportunity for our community to put their best foot forward and show off what they have to offer specifically. If nothing else there will be art.

Chairperson Sinclair asked staff to clarify the address as it seems to be different. Mrs. Hooper said that with the recent change in council and mayor and congratulations to Mr. Palguta for his recent election. The town has decided and council voted to change Civic Circle to Skoog Blvd. We haven't moved; we're still here; just changed the name of the road. This is acknowledging someone's hard work in our community; Mayor Skoog was a great mayor for us and a great gentlemen and we are happy to honor him in this way.

c. Gold Fever Day – *H. Hooper, Coordinator*

This event has been rescheduled for Saturday, April 27th from 9am – 7pm at Fain Park. This is another free family event with a free fishing clinic, live music (all day!), Sharlot Hall will be there. There will be tours, hikes, games, contests, raffles, just so much going on. We want to celebrate our rich history. Questions please check the website at www.pvaz.net or call the department at 759-3090. Chairperson Sinclair said this is also a good opportunity for the community to meet our law enforcement personnel with Badges & Bobbers (free fishing clinic).



8. New Business

a. Movies Under the Stars – *Commissioner Gibson*

We are preparing for another great season of Movies Under the Stars. We are still looking for sponsors. If you're interested in sponsorship give us a call at 928-759-3090. If not, just come out and enjoy the fantastic features that we'll have beginning Fridays May 24th through Friday, June 28th. On Friday, May 31st we will be having our drive-in movie which is a huge event and if anyone attended last year you know you have to get there early to get a parking spot. It's going to be awesome! We'll be looking for your face in the place! Save the dates! Mrs. Hooper added that if anyone was to arrive late we do set up a seating area in the front so bring your lawn chair just in case you can't see from the back or the lot is full.

Commissioner Smith said that for those that don't know, where is this drive in movie? Mrs. Hooper replied that it will be at the Event Center parking lot.

9. Unscheduled Public Appearance

(Comments from the Public: Those members of the public wishing to address the Arts and Culture 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.)

None.

10. Next Meeting

- a. Work Study Meeting: Wednesday, March 13, 2019, 5:30pm, Conf. Rm 428
- b. Regular Meeting: Wednesday, March 20, 2018, 5:30pm, Auditorium

11. Adjournment

With no further discussion or comments, Chairperson Sinclair asked for motion to adjourn the meeting. **Commissioner Wertz made a motion to adjourn the meeting.** Commissioner Gibson seconded the motion. Motion carried unanimously by those members present. Meeting was adjourned at 6:02 p.m.

Chairperson Andy Sinclair

Respectfully submitted by: Kathy Wise, Administrative Supervisor
March 8, 2019