



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

**Parks and Recreation Commission  
Regular Meeting**

7401 E. Skoog Blvd, Auditorium  
6:30 p.m., Tuesday, May 14, 2019

**Minutes**

**1. Call to Order & Welcome –**

Chairperson Gummer called the meeting of the Parks & Recreation Commission to order at 6:30pm.

**2. Roll Call**

Members present: Chairperson Buzz Gummer, Commissioner Ron Brinkman; Commissioner Elaine Fahlman, Commissioner Kevin Trovini, Commissioner Pat Fraher and Commissioner Lori Hunt. Members absent: Vice-Chairperson Brett Poliakon. Staff Present: Brian Witty, Parks & Recreation Director; and Kathy Wise, Administrative Supervisor.

**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 Fahlman made a motion to approve the May 14, 2019 agenda as presented. Commissioner Brinkman seconded the motion. Motion carried unanimously by those members present.**

**4. Approval of Minutes:**

Chairperson Gummer asked if there were any changes to the minutes for the November 13, 2018 work study minutes, the November 13, 2018 regular meeting minutes, the November 27, 2018 work study meeting minutes, or the April 9, 2019 regular meeting minutes. Hearing none he asked for a motion to approve the minutes as presented.

November 13, 2018 work study meeting minutes:

November 13, 2018 Regular meeting minutes:

November 27, 2018 Work Study Meeting Minutes:

April 9, 2019 Regular Meeting Minutes:

**Commissioner Brinkman made a motion to approve the, 2019 Regular meeting minutes as presented. Commissioner Brinkman seconded the motion. Motion carried unanimously by those members present.**

**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.)Hi*

**a. Programs and Classes**

To register for any of these classes/day trips please contact Parks and Recreation at 928-759-3090 or visit our website at [www.pvaz.net](http://www.pvaz.net).

Red Rock Day Trip – Thursday, May 23<sup>rd</sup> – Explore some of Sedona’s best sites in the comfort of a jeep! After the tour we’ll grab lunch at Oak Creek Brewery. Cost is \$75 per person. Only 5 spots left!



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Find your inner peace: Parks and Recreation offers an assortment of classes to help you get started on your fitness journey! All classes are catered to all levels of experience and ability. Choose from Yoga Lite, Chair Yoga, Morning Yoga, Yoga Nidra – Guided Meditation, New! Evening Yoga and New! Tai Chi.

Hike Woodcote Trail – Tuesday, May 21<sup>st</sup> – Join Tom Blank and explore Woodcote Trail on Mingus Mountain!

Mountain Valley Splash opens on Saturday, May 25<sup>th</sup>, Open swim from 1 to 4:30pm. Learn to Swim! Swim lesson sign ups begins on Saturday, May 18<sup>th</sup>.

b. Upcoming Special Events

i. Movies Under the Stars

2019 Movie Schedules:

- May 24<sup>th</sup> – Spider-Man: Into the Spider-Verse (PG)
- May 31<sup>st</sup> – Shrek (PG) – Drive in movie @ the Event Center
- June 7<sup>th</sup> – The Greatest Showman (PG)
- June 14<sup>th</sup> – The Princess Bride (PG)
- June 21<sup>st</sup> – Ralph Breaks the Internet (PG)
- June 28<sup>th</sup> – Hook (PG)

FREE EVENT! Brought to you by the Prescott Valley Arts & Culture Commission. Prescott Valley Civic Center Amphitheater. Movies begin at 7:45pm.

- The Mingus Mountain BopTet – Saturday, May 25<sup>th</sup>, 5pm to 7pm. Theater on the Green, 7501 E. Skoog Blvd. Free to the public! Penny's Place food truck on site! Outdoor concert bring chairs or picnic blankets and please leave pets and alcohol at home.

ii. Father's Day Concert & Car Show

Saturday, June 15<sup>th</sup> starting at 10am, Civic Center Campus, 7501 E. Skoog Blvd. Celebrate Dad with a fun, FREE event! 10am – 2pm: Car Show hosted by Dewey Classic Cruisers & Sky City Audio DJ. 2pm: LIVE MUSIC from Neon Circus (Brooks & Dunn Tribute Band). ALL DAY: Hero Party Rentals Inflatables, games, contests, food trucks, and MORE!

**6. Department Update – For Review and Possible Action**

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

**ADMINISTRATION:**

- Met with Hope Hooper, Arts and Culture Coordinator, in review of division operations
- Coordinated materials for Specialty IPR for a 640-Acre parcel of State Trust Land to be developed for Karen Smith, Assistant Town Manager
- Met with administrative office staff in review of operations and planning
- Attended Boys and Girls Club expansion construction progress meeting
- Attended weekly Department Head meeting with Town Manager
- Met with Karen Smith, Assistant Town Manager in review of Master Plan final interview meeting and interview questions
- Attended the Town Council meeting presenting the Granville Unit 6 Park inclusive playground project
- Attended the Master Plan Finalist interviews



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- Met with Jason Elmer, Manager, in review of department operations
- Met with department staff in review of divisional operations and planning
- Completed department monthly reports
- Attended Mtn. Valley Park playground expansion walk thru for acceptance
- Approved department payroll requests
- Met with Karen Smith, Assistant Town Manager, in review of department operations and developments
- Met with Buzz Gummer, Parks and Recreation Commission Chairperson in review of monthly agenda development
- Met with Heidi Foster, Communications Relations Coordinator, in review of department marketing
- Met with the Universal Home team along with Karen Smith, Assistant Town Manager and Boyd Robertson, Deputy Public Works Director, in review of progress related to the Granville Unit 6 park
- In cooperation with Bill Osborn, Capital Projects Coordinator, completed contract negotiations with PROS Consulting for departments Master Plan project
- Attended the annual Art at the Center jury meeting for the review of the projects participant works and submittals
- Met with Andy Sinclair, Arts & Culture Commission Chairperson in review of monthly agenda development
- Met with representatives from the General Acrylics in the review of site for construction of pickleball courts development at Granville Unit #6 Park
- Conducted final interview with Ms. Melissa Gilardoni for the Athletic Coordinator Hope Hooper, Arts and Culture Coordinator; and Bryce Schauwecker, Community Ed Coordinator
- Met with Boys and Girls Club Executive Director and Board President in review of the Gymnasium expansion
- Met with Commissioner Nancy Smith in review of the Lakeshore Sculpture project
- Attended the Parks and Recreation Commission's regular meeting
- Attended the Arts and Culture Commission's work study meeting
- Hosted the Mtn Valley Park playground expansion ribbon cutting ceremony
- Attended the Town Council meeting in support of the Dept Master Plan consultant presentation and received the annual Arbor Day proclamation
- Attended the Friends of Parks and Recreation Foundation meeting.
- Prepared Commission meeting packets
- Finalized preparation for annual Family Arts Festival and EGGstravaganza community special event
- Spoke with members of the Healing Field logistic team in review of operations for future committee meeting report
- Approved numerous department direct pay and accounts payable requests
- Completed numerous public service announcements for department services

#### **ARTS AND CULTURE:**

##### **Current Services/Accomplishments for the Month:**

- Installed Art Saboski paintings at the Library on April 3<sup>rd</sup>, take down April 30<sup>th</sup> and install of Kirsti Lavikka paintings on the afternoon of April 30<sup>th</sup>.
- Helped instructors as needed throughout the month; DPAs for payment, moving piano, answering questions, changing online schedules, creating flyers, set-up and was on site for a guitar recital (Pete West students) on April 26<sup>th</sup>, photographed Tom and Dani classes to help with promotions, and helped Ms. Sue with Family Arts Festival related items for her students' performance
- Visited EGG sponsors as the bunny as an additional promotion for the event – pictures were then posted on social media in an effort to increase incentives for event sponsors



- Practiced for and participated in the Town's Volunteer Banquet, helped to organize volunteers for making masks for guests at the event.
- Attended a Special Event Roundtable in Phoenix to learn more about the challenges, successes, and processes of other municipalities so that we can improve our own services.
- Radio and marketing opportunities included Signals AZ 2 minute interview for website, Talk of the Town (Chamber, KQNA), and commercial spots as the bunny for AZ Hometown Radio for EGG.
- Attended and planned for Arts & Culture work study and regular meetings
- Prepared a slideshow for and attended the Art at the Center jury process; took notes throughout and walked Commissioners to outside sites to plan for installation.
- Met with Gene Galazan to ensure accepted sculpture for Art at the Center was sturdy/durable based on Commissioners' recommendation to do so – the sculpture is sound and scheduled for installation the week of May 6<sup>th</sup>.
- Scheduled installation for Gary Slater's new loan for Art at the Center; Parks crew (Bruno) poured a new pad for the piece and scheduled to assist with install.
- Helped to prepare items for Arbor Day
- EGGstravaganza
  - Communicated with sponsors, schools for booths, performance groups, volunteers, Hero Party Rentals, and sound techs for the event
  - Created maps, signage, schedule, and photo booth walls for the event
  - Set-up, worked at the event, and tear-down
- Gold Fever Day
  - Met with Terry from the site stewards to discuss plans for Fitzmaurice Tours at GFD
  - Met with Woody Wampler to discuss Gold Panners' Association of Phoenix role at GFD
  - Met with PD, fire, Game and Fish, other Parks & Rec employees, and volunteers to ensure all aspects of GFD ready for event
  - Reviewed site maps and finalized all schedule items for GFD
  - Made posters, organized prizes, hauled items to the Park, helped to pick up items from Sharlot Hall, created a parking plan for staff/ volunteers, communicated with vendors/PD/fire/G&F/Parks/volunteers about all relevant aspects of the event, helped to get items back to office and various parks after event
  - Set-up, worked at the event, and tear-down

### **AQUATICS:**

#### **Accomplishments/Highlights/Improvements for the Month:**

- Lifeguard class conducted
- Pool heater placed in service for the season
- Pool mechanical systems started and operating
- South side family changing rooms were plumbed
- Deck concrete patched
- Deck power washed
- Replaced one 220v outlet around the pool, 2 more need to be replaced
- New privacy screen installed

### **ATHLETICS:**

#### **Accomplishments/Highlights/Improvements for the Month:**

- Civic Rec
  - Com Dev booked the auditorium through 2025 for meetings resulting in a large increase in internal facility rentals
- Spring Softball
  - League play ongoing, tournament May 12<sup>th</sup>



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- Attendance numbers down due to late night games 2 weekends and fewer games than March
- Spring Volleyball
  - League play ongoing, tournament May 14<sup>th</sup> & 15<sup>th</sup>
- Spring Basketball
  - League play ongoing, tournament May 9<sup>th</sup>
- Summer Kickball
  - Registration opened

### **COMMUNITY EDUCATION/OUTDOOR RECREATION:**

#### **Accomplishments/Highlights/Improvements for the Month:**

- Jason and I met with Alex and Greg from Public Works to discuss the potential "Prescott Valley 5K | 10K | Half Marathon". It was agreed that the courses of the race will need to be redrawn and that is currently being worked on for approval.
- Hope and I attended the APRA Special Events Roundtable and had the opportunity to discuss common issues that communities face with special events and ideas to better events in the future.
- The 2019 Eggstravaganza was successful and the Lonesome Valley Wranglers 4-H club's petting zoo was a huge hit with the public who attended the event. The club was excited to be there and looks forward to working with us for future events.
- The April Day Trip went off without a hitch and those who participated said they really enjoyed the trip. We went to Saguaro Lake and toured the lake itself in the famous "Desert Belle". We had a full registration with a waiting list of 5 people.
- The schedule of Day Trips for the rest of the year has been created and published for the public to see. The goal getting the entire schedule out was for those interested to be able to plan ahead and create a larger interest in the trips. Each individual trip will not be open for registration until the month of that trip.
- Mary Pat Azevedo is starting a new class called Evening Yoga starting on Tuesday, April 30<sup>th</sup>. The yoga class is an all levels class and focuses on a mix of yoga styles. Classes are held Tuesdays and Thursdays from 5:30 – 6:30 pm in hopes to provide an opportunity to those who are unable to attend yoga in the morning.

### **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
- 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, Viewpoint, Pronghorn, Amp, Antelope
- Clean up weeds and leaves at Urban Forest
- Aerate Tonto N. Tonto S, Sunflower, Andersen, Legion, CASA, Antelope
- Fertilize common area turf at parks
- Seed areas at Civic Center near PD expansion
- Repair broken sprinkler heads at Civic Center, Viewpoint, MVP, Bob Edwards
- Repair tire on spreader



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- Fill in holes in turf with top soil at Antelope, Quailwood, Viewpoint
- Dig up and repair main line leak at Quailwood
- Dig up and repair leak at MVP playground
- Replace 4 valve box lids at Pronghorn
- Replace valve box lid at MVP playground
- Replace solenoid on valve at MVP
- Drag and prep baseball and softball fields at Amphitheater
- Drag, prep, chalk fields at 4-plex for softball
- Spread EWF at Granville Park
- Haul EWF to Granville playground
- Remove bushes at MVP playground
- Paint wooden bench at dog park
- Spray weeds at MVP, Sunflower, Viewpoint, American Legion, Old Town
- Groom soccer 1 and t-ball fields
- Weed abatement at Mtn. Valley
- Drag fields at Antelope for baseball
- Paint foul lines at 4-plex and Antelope
- Mow sports fields and civic center
- Mow all turf areas
- Patch concrete at Skate Park
- Change blades/mow height on Jacobsen mowers
- Seed areas at Tonto South
- Seed soccer field at Bob Edwards Park
- Plot and paint soccer fields at MVP, Antelope, Quailwood, Viewpoint, Bob Edwards
- Line trim weeds at Legion, Tonto South, Tonto North, Sunflower, CASA, Andersen, Fain, MVP, Antelope, Viewpoint, Urban Forest
- Mow weeds at Urban Forest, MVP, Sunflower, Antelope, Andersen,
- Spread DG around playground at MVP
- Plant 5 trees for Arbor Day at Sunflower Park
- Repair drive line for broom mower
- Drag fields at Sunflower and Andersen for little league
- Cut/trim trees at Fain Lake
- Cut cat tails at Fain Lake
- Paint ramadas at Fain Lake
- Vacuum turf at MVP, Viewpoint, Antelope, Sunflower, Tonto N
- MVP ribbon cutting for playground
- Move t-ball backstops for YSL soccer tournament and then again for little league
- Broom parking lot at Antelope
- Line trim grass around trees and ditches at Civic Center, Antelope, Bob Edwards
- Work Eggstravaganza event-set up and take down
- Remove broken interactive play panel on MVP playground and replace with barrier
- Repair fence at Skate Park
- Add culverts and AB to Lynx Creek for pedestrian access
- Remove wooden walking bridge from Lynx creek
- Remove trees and debris from dam at Fain Lake
- Apply blue pond dye to Urban Forest lakes to help reduce the PH
- Set up and work Gold Fever Day event
- Replace fuel pump on AR522 mower



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**Special Event Applications in process in April 2019:**

<b>Event</b>	<b>Date</b>	<b>Internal/External</b>	<b>Location</b>	<b>Attendance</b>
Carry the Load	May,19	External	PV roadways	25
Fisher - Anniversary Party	5/4/19	Internal	Crystal Room	75
Acorn Montessori	5/24/19	Internal	MVP 2 & 3	100+
Williams Grad Party	5/25/19	Internal	MVP Pavillion	80
Potter's House	5/27/19	External	MVP Pavilion	150
Potter's House	6/1/19	External	MVP Bball Crt	30
AZ SonShine Run	6/2/19	External	Event Center	100
PV Methodist Church Picnic	6/9/19	Internal	MVP Pavilion	70
Potter's House B-Ball	6/15/19	External	MVP B-ball crt	30
Car Show & Concert	6/15/19	External	CC Amp & Lakeshore	2000
Mt. Zion picnic	6/29/19	External	MVP Pavillion	50
Potter's House	8/3/19	External	CC Amp	100+
Potter's House	9/2/19	External	MVP Pavilion	150
Healing Fields Flag Display & Memorial service (9/11/19)	9/6-9/13/19	Internal	Civic Center Grounds	150+
Healing Fields Concert	9/7/19	Internal	Theater on the Green	100+
YRMC Employee Picnic	9/14/19	External	CC Amp & Grounds	500+
PV Marathon Run	9/2019	External	CC Amp & Grounds	200+
Moore Wedding Ceremony	10/5/19	Internal	Fain Park	100

**Special Events held on Town property in April 2019:**

<b>Event</b>	<b>Date</b>	<b>Internal/External</b>	<b>Location</b>	<b>Attendance</b>
EGG/Family Art Festival	4/13/19	Internal	CC Amp	1000+
Prevent Child Abuse	4/27/19	Internal	Greenspace	300
Gold Fever Day	4/27/19	External	Fain Park	1,100
Inglesia Vida Nueva	4/28/19	Internal	Am. Legion	50

Director Witty said he wanted to bring one element to the commission's attention that you will be getting an item of correspondence from us. We are soon to be scheduling a soft opening and ribbon cutting event for the gymnasium expansion at the Boys & Girls Club. So look forward to that coming. We are looking at a late afternoon opportunity possibly late Thursday around 4 p.m. He is encouraging everyone to come join us. We will be able to open the doors and show the progress they are making. The Boys & Girls Club staff will be hard at work wrapping up their school year as well as training their



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staff and taking enrollment for their summer session. We've had the great pleasure of meeting not only the Boys & Girls Club administration but also the Northern Arizona administration as they work out activity and facility use schedules so all partners in this development are able to work to the fullest capacity. The facility is gorgeous with polished concrete floors, stainless steel restroom fixtures, hand air dryers, baby changing stations and a gorgeous NBA style incised floor for our partner the Northern Arizona Suns. There will be six basketball goals that are adjustable and one full sized volleyball court laid out in the center of the basketball area. There is also a designated Arizona Suns training room and a warm and inviting reception area. We are very excited to have this resource partners as well as our community to have this resource.

**b. Chairperson's Report –B. Gummer**

Chairperson Gummer said he liked and supported the idea of the town doing a Parks Master Plan and how it will be a big help planning the future for Prescott Valley Parks and Recreation.

Commissioner Brinkman said we need the community to share their input to assist in the creation of this 10 year plan. Director Witty added the parks and recreation systems are designed to be used by the community. Sustainability comes from a long term planning process. It should be based on community input. It is our plan in the sense of community. We will be making a variety of announcements throughout the year with opportunities for public engagement, surveys, community interfacing. There will be a lot coming forward. He encourages those that are interested in the community as well as the Parks & Recreation Master Plan to please sign up to share your input. There is also the town website called e-notification to be notified by a variety of town information.

**7. Tree Advisory Board Business**

**a. Chairperson's Report – B. Gummer**

Chairperson Gummer said that he along with Director Witty, Arborist Dana Diller and Vice-Chairperson Brett Poliakon came up with a plan to meet our Tree City goals. We will submit those plans and continue the process to apply for another year of being a Tree City USA designee. Chairperson Gummer said they have an appointment scheduled and hope to have that plan ready to bring it back to the commission regarding programs and community engagement etc. This is not just a fiscal year program but for a year into the future for Tree City USA and Growth Award objectives. Director Witty said that one of the challenges for the commission is how to commemorate our 15<sup>th</sup> year as a Tree City. We have to look at opportunities to celebrate our success for the 14 years as a Tree City community.

Arbor Day Review – Sunflower Park: Acorn Montessori School had 100-125 youngsters in attendance as well as residents from our surrounding neighborhood as well as our 2 lovely lady commissioners. We planted 5 trees with the youngsters help. We were also a benefactor from a neighbor for our Tree City program. A lovely lady reached out to a local company to donate a tree. Thanks to the Early Bird Lions Club for providing the hot dogs, buns, and condiments. The Town kicked in for water. We were able to feed all of our participants

**8. Old Business**

**a. Granville Unit #6 Park Updates – B. Witty, Director**

We were successful in our inclusive playground. It's on its way of its development and shipment. We were also successful in securing the 4 pickleball courts.





Expecting a substantial completion by July 1. Operationally there is concrete work to facilitate. Once the courts are place we can make the curbing. We are also looking forward the restroom completion. The developer still has the responsibility of the restroom. All amenities should be ready for the public at the end of June. The courts will need some curing time. We have the full package, 4 courts, nets, fencing and lighting. All that will be turnkey for us. In next fiscal year we will be creating bid documents for the irrigation system and landscaping. In addition to that will be the last element for use will be the ramada. Commissioner Fraher asked for the developer to turn over the project to us didn't have to do turf etc. Director Witty said that the developer was responsible for the infrastructure, street etc. Staff will manage and supervise the turf and irrigation installation. This part of the project will start at the beginning in July. Commissioner Fraher asked if the plan was for seed. Director Witty said yes. As it is an athletic field base as well as open space. Not as instant but is much healthier. We want to find ourselves on the back side of the monsoon season. We have seen this even wash away seed.

## 9. New Business

### a. Review FY 19/20 Meeting Schedule – *B. Witty, Director*

Director Witty said that the commission normally takes off the months of July and December for summer vacations and the holidays. If that is in the best interest of everyone we will move forward in our June meeting asking as an action item so we can place posting notices. Commissioner Brinkman said this has worked for years with vacations in July and the holidays. Hopefully the commission agrees. Director Witty said that staff is flexible. The Master Plan and other discussion points would be scheduled in advance with the commission. If we have to trigger July and/or December we can do that. Chairperson Gummer said that the 2<sup>nd</sup> Tuesdays have been working.

### b. Review FY 19/20 Election of Officers - *B. Witty, Director*

Director Witty said that on an annual basis in June the commission will elect commission officers such as chair, vice-chair and secretary. The current chair cannot service more than 2 consecutive terms. Currently Chairperson Gummer will be completing one term so is eligible for another year. Vice-chair Poliakon or any other commissioners can come forward if they would like to.

### c. Granville Park Naming – **Action Requested** – *B. Witty, Director*

Director Witty said that during our last meeting and prior discussions encouraged by the Mayor to reach out to the community for the naming of what we have been calling Granville Unit 6 Park. The list was narrowed down to these 3 choices: Granville Park, Summit View and Santa Fe Station. A total of 660 survey responses were received. Granville Park received 120 votes for 18.18% of the vote. Summit View received 267 votes for 40.45% of the vote. Santa Fe Station received 273 votes for 41% of the vote. Director Witty said if the commission so wishes to accept these results or they can request another approach. Commissioner Brinkman said he would be happy to accept the results since we go out to the community for responses. Director Witty asked the commission for a roll-call vote.

Commissioner Brinkman – Santa Fe Station

Commissioner Fraher – Santa Fe Station although he doesn't like the Station at the end. Director Witty added there is a historical connection with the Santa Fe railroad. Commissioner Fraher said "Park" flows not "Station". To Ron's point the community has spoken.



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Commissioner Trovini - Agrees as with those comments and asked staff if it would be considered adding "Park" to the end of the name.

Commissioner Hunt - Santa Fe Station

Commissioner Fahlman - Santa Fe Station

Director Witty asked for clarification if the commission as a whole prefers Santa Fe Station or Santa Fe Station Park. It was unanimous among the commissioners for Santa Fe Station Park.

Chairperson Gummer said that the commission was asked for input; we should honor what the public has voted for.

**Commissioner Brinkman made a motion to rename Granville Unit 6 Park to Santa Fe Station Park as dictated by the public votes. Commissioner Fahlman seconded the motion. Motion carried unanimously by those members present.**

#### 10. Other

Commissioner Hunt thanked Director Witty for the tour.

#### 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.)*

None.

#### 12. Next Meeting

a. Regular Meeting: Tuesday, June 11, 2019, 6:30pm, Auditorium

#### 13. Adjournment

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

**Commissioner Hunt made a motion to adjourn the May 14, 2019 meeting. Commissioner Brinkman seconded the motion. Motion carried unanimously by those members present. Meeting was adjourned at 6:30 p.m.**

  
Chairperson Buzz Gummer

Respectively submitted by: Kathy Wise, Administrative Supervisor  
June 7, 2019