



The Town of Prescott Valley
Parks and Recreation Department
7501 E. Skoog Blvd.
Prescott Valley, AZ 86314
928.759.3090
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**Parks and Recreation Commission
Regular Meeting**

7401 E. Skoog Blvd, Auditorium
6:30 p.m., Tuesday, April 13, 2021

Minutes

1. Call to Order & Welcome

Vice-Chairperson Pierce called the meeting of the Parks & Recreation Commission to order at 5:30 p.m.

2. Roll Call

Parks & Recreation Commission Members present: Vice-Chairperson Bill Pierce, Commissioner Kay Gorman, Commissioner Scott Byrum, and Commissioner Gary Cabato. Members absent: Chairperson Brett Poliakon, Commissioner Zach Moss and Commissioner Pete Peterson. Staff Present: Robert Kieren, Deputy Director and Brandi Silbaugh, Volunteer Coordinator.

3. Approval of Agenda

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

Commissioner Byrum made a motion to approve the April 13, 2021 agenda as presented. Commissioner Moss seconded the motion. Motion carried unanimously by those members present.

4. Approval of Minutes:

Vice-Chairperson Pierce asked if there were any changes to the minutes for the February 9, 2021 Regular Meeting. Hearing none he asked for a motion to approve the minutes as presented.

Commissioner Caboto made a motion to approve the March 9, 2021 Regular Meeting minutes as presented. Commissioner Byrum 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.)

a. Introduction of new commissioner – Pete Peterson
N/A

b. Staff Introduction: Brandi Silbaugh, Volunteer Coordinator
Brandy said she has been with the Town for 2 years coming from Yavapai College as an Aid Advisor. She was in charge of the redo to their sign system (electronic sign system). She was also an Assistant to the Dean of Services. She took over the volunteer program at the Library from Shannon. It has been very successful. Brandi presented the revitalized Adopt-a-Park program to get it going again. Vice-Chairperson Pierce said that Brandi does a tremendous job and he's glad to see her move up with the department. Continuing, Brandi said the drive-up is completely staffed with volunteers. This is the busiest service point. We have 141 strong in volunteers. Commissioner Byrum asked if a group signs up to volunteer would they



go through Council or Parks & Recreation? Brandi said it would be Parks Recreation. She is also working with Isabella to connect Adopt a Park with art maintenance and trail maintenance. Commissioner Gorman asked if we get lots of volunteers will we lose staff. The answer is "no". This program is to help staff get more projects completed. Continuing Brandi said that Volunteer Appreciation is next week. We put this event on for our volunteers by hosting a banquet. It's a national organization. We are in the process creating software that will go through Community Services. Right now they would contact her directly. If you would like to volunteer go to PVAZ.net and apply on volunteer page. Brandi said she can be reached at 928-759-3096. Continuing she very much hopes to increase the volunteers for Parks & Recreation just like the library. Director Van Haren added that Brandi does an amazing job with our volunteers and I appreciate all that you do.

c. Programs, Classes and Special Events

- EGGstravaganza event report:

Mr. Kieren said this was a huge event considering it was a drive through. We had 301 cars, estimating 5 per car equals 1,500 participants. Eight volunteers donated 33 hours towards the event. Eight vendors (DePalma's Martial Arts, Lessons by Lexe, Heritage Zoo, Hero Party Rentals, AZ Hometown Radio, Big O Tires, NAZ Wranglers, PVPD, and Sign Gypsies) donated their time, performances and goodies for the kids. The Heritage Zoo brought out a few animals. Thank you to Sign Gypsies for making the welcome sign. We made 1,000 goodie bags for the kids and gave out 800 of those bags.

- Program and Class report:

Total number of programs for the month: 12
Total number of instructors for the month: 9
Total number of classes offered this month: 55

Participants by age group:

0-5: 19 students
6-11: 109 students
12-17: 60 students
18-59: 88 students
60+: 313 students

- Aquatics Update:

Hired 26 pool staff. Swim Lessons Manager & Lifeguard Manager received LGI certification. Continued pool and deck improvements and repairs completed by the Parks Crew. Upcoming: Lifeguard Certifications will be held 4/22 - 4/25 and 4/29 - 5/2. All staff orientation on May 14th. Pool opens May 29!

Commissioner Byrum said that the occupancy numbers were weird last season, but people will show up. Mr. Kieren said we are going to keep maximum occupancy at the 150 number for this year unless something changes.

- Adult Sports Update:

Mr. Kieren reported that Spring Volleyball is in full swing. 4 divisions were offered: Women's A and B, Co-Ed A and B. 21 total teams signed up. Co-ed league is held on Tuesday nights, Women's League, Wednesday nights. End of season tournaments will be held the week of May 3rd.



Mr. Kieren said he can't say enough about Jordan; he's doing a stellar job!

Spring Softball end of the season tournament will take place April 26th. We offered 5 divisions: Men's 1, 2, 3 and Co-ed 2, 3 totaling 35 teams. Co-ed league played Monday nights; Men's league played on Wednesday nights. End of season tournament will be the week of April 26th. Commissioner Byrum asked if someday we could do Inter-city softball league with Prescott? Mr. Kieren said like the best of the quad-cities? That would be a fantastic tournament!

6. Department Update – For Review and Possible Action

- a. Chairpersons Report – *B. Poliakon, Chairperson*
N/A
- b. Tree Advisory Board
 - Arbor Day Celebration:
Mr. Kieren said that Arbor Day would be held virtually this year. Facebook Live Arbor Day Celebration. Mountain Valley Park, Friday, April 30th, 2021. Live on Facebook at 10am. Learn how to plant trees and why we plant trees, with Prescott Valley Parks & Recreation staff. There will be an Arbor Day short story read by Marnie Uhl from the Prescott Valley Chamber of Commerce.

7. Old Business

- a. Spray Pad Update – *R. Kieren, Deputy Director*
Mr. Kieren reported that the spray features are in and concrete is expected within the next two weeks. The concrete can be poured now that subgrade work is done. Other incidentals are getting finished. It looks simple but there is more to it. When it's complete the fixtures will be covered. Continuing, Mr. Kieren said there has been a delay on the holding tank but we're staying positive that we'll be done soon. Commissioner Byrum asked if the hours of spray pad will be the same as the park. Mr. Kieren said they would be a little different because early mornings and evenings are still a bit chilly. Vice-Chairperson Pierce asked how will people know when it's done? Mr. Kieren said that PSA's would go out and also posting on the Town website or call the office at 759-3090.
- b. MVP Restroom Update
 - a. Expanded metal color recommendations
Mr. Kieren reported that the contractor has been selected and looking for notice to proceed on April 26th. The project was awarded to a bidder out of Phoenix. They stated they will be using Prescott Valley workers.

Mr. Kieren asked the commission for their input on color scheme. The example shown fits in with the other structures at the park but he wanted to see what the commission thought of the colors. Vice-Chairperson Pierce asked which way the structure will face. To which Mr. Kieren said the front faces south towards the pavilion. The hunter green color was brought up by the commission to which Mr. Kieren said that that color is dynamic. Commissioner Gorman asked how the blue would hold up. Mr. Kieren replied that this color has been holding up at Boys & Girls Club. Commissioner Byrum thought that the blue might be mistaken for a Men's restroom. Mr. Kieren said the final decision will be made tomorrow. The facility



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should be substantially complete by August. Total completion is set on or before September 9th. The only issue we would run into is the 4th of July event.

8. New Business

a. George Andersen Solar Lighting – *R. Kieren, Deputy Director*

Mr. Kieren said that staff was offered a solar lighting pole for free. The fixture will be mounted on south side of the park. After evaluating the light coverage, they may put one on the north side of the park. After dark it will go into a safety setting not as bright as earlier in the evening. The slide shows that the playground will be able to have extended daily use until 10pm. Vice-Chairperson Pierce said you might want to notify the nearby houses even though it probably won't be a concern.

9. Department Director's Report – *Casey Van Haren, Director Community Services*

We have had a whirlwind gearing up for our event season. On Wednesdays we meet with coordinators on events status. We are going to be into full swing. This is a great group with lots of energy. We've held interviews for the Community and Outdoor Coordinator position and have a great candidate. If she accepts, we are going to have a dynamite staff. She likes their risk taking and excited for the town with what we have planned. She has been to the pool and the amount of work that has been going on to get it ready for the season. Nick is a great Parks manager. He knows the parks and the needs throughout. Marisa is going to be out soon to have a baby and Robert and I will be taking over. This has been a great learning experience. I learn something new every day. Commissioner Gorman said I think we're lucky to have you. Continuing, Mrs. Van Haren said that Brandi Silbaugh is going to do a great job getting volunteers for the Parks. Vice-Chairperson Pierce said you and staff has done an amazing job during the pandemic. Hopefully, we're on the upward.

10. Unscheduled Public Appearances

None

11. Next Meeting

a. Regular Meeting: Tuesday, May 11, 2021 at 5:30 p.m., Auditorium

12. Adjournment

With no further questions or comments, **Commissioner Byrum made a motion to adjourn the meeting.** Vice-Chairperson Pierce seconded the motion. Meeting adjourned at 6:08 p.m.

Secretary, Scott Byrum

Respectively submitted by: Kathy Wise, Administrative Support II
April 14, 2021