



City of Prescott  
**Civic Enhancement Committee**

May 30, 2024 | 3:30 PM  
201 N Montezuma Street  
Council Chambers, 3rd Floor  
Prescott, AZ 86301

**MINUTES**

**1. CALL TO ORDER**

Chair Wiens called the meeting to order at 3:30 p.m.

**2. ROLL CALL**

Susan Wiens, Chair  
Christopher Briggs, Member  
Timothy Holt, Member (Arrived at 3:35 p.m.)  
George Snyder, Member  
James Whiting, Member

**3. DISCUSSION & ACTION ITEMS**

A. Approval of the March 28, 2024, Civic Enhancement Committee Meeting Minutes.

**MOTION BY MEMBER SNYDER TO APPROVE THE MINUTES AS PRESENTED; SECONDED BY MEMBER BRIGGS: PASSED (5-0)**

**4. PRESENTATIONS**

A. Presentation & Discussion Regarding an Update and Overview of Financials for the Acker Trust Grant Program.

Finance Director, Mark Woodfill, provided a presentation to the Committee regarding the current status of the Acker Trust Grant program financials. There is \$570,305 in the account, and typically \$15,000 has been disbursed annually to the local non-profits. The total budgeted from interest income is \$14,500, with the actual balance at \$12,455, according to Mr. Woodfill.

Recreation Services Director, Joe Baynes, commented that it has been common that less was allocated than requested over the past years. There are still a few months for the current balance to reach the budgeted amount.

Member George Snyder inquired about higher allocations. Per Mr. Baynes, if the allocation is greater than the current interest, it would build back up. Some years have been higher or lower than previous.

B. GRANT APPLICANT PRESENTATIONS

Each presenter was allotted 15 minutes total for presentation / Q&A.

### Arizona Philharmonic, Inc.

Arizona Philharmonic representative, Abby Coffey, presented to the Committee on behalf of the organization. Arizona Philharmonic is seeking funding for a composition outreach project for 350 third grade students in the Prescott Unified School District (PUSD), that will incorporate learning to play the recorder as well as compose a piece that will be performed twice by the Arizona Philharmonic mentoring high school musicians. Additional benefits include cognitive development for reading and math, emotional expression, hand-eye coordination, and discipline. Ms. Coffey expressed her gratitude for the Acker Trust and the support received in past years.

Member Snyder asked Ms. Coffey if the amount requested were not provided in full or partial, would the program continue.

Ms. Coffey confirmed it would continue through additional funding opportunities in Phoenix.

Chair Wiens requested information about how many events occur, as well as whether this organization was part of a parent organization.

Ms. Coffey responded that there are six to eight season performances. Arizona Philharmonic was founded in 2018 under their own status, and under parent organization Chaparral Arts previously.

Member Snyder commented that with 77 hours of teaching 300 students, there must be classroom visitation.

Ms. Coffey responded stating that the teaching artists are highly trained, equipped with curriculum, and work with PUSD to ensure that there is little impact to teachers.

### One Stage Family Theater

One Stage Family Theater representative Shana Lujan presented to the Committee. One Stage Family Theatre is a non-profit community theatre program that produces both children and family shows. Begun in 2016, One Stage has proudly performed many shows including hundreds of local children. Ms. Lujan explained that the funding requested is for a summer theatre camp for approximately 80 children.

Member Briggs inquired about auditions and eligibility.

Ms. Lujan explained that all who audition are eligible, as cast and/or stage managers. Audition opportunities are announced through the organization webpage and social media.

Member Snyder asked if the amount requested was not provided in full or partial, by what other means would the program continue.

Ms. Lujan replied that the organization would find a way to continue the program.

*or employee to determine whether the discussion or consideration should occur at a public meeting. A.R.S. 38-431.03(A)(1) & (3):*

- A. Discussion, Consideration and Recommendation(s) Regarding Applicants for the Acker Trust Grant Program.

## **7. ADJOURN EXECUTIVE SESSION**

The Executive Session was adjourned at 4:21 p.m. and the open meeting was reconvened.

## **8. RECONVENE CIVIC ENHANCEMENT COMMITTEE MEETING**

- A. Consideration of Recommendation(s) for Awards of Acker Trust Grant Program Funds.

Discussion took place among the Committee members regarding the setting of the budget for the Acker Trust Grant Program.

Member Briggs asked Mr. Baynes if there have been years when no funding was provided.

Mr. Baynes responded that there has, but it is rare.

Member Holt commented that keeping a total award amount at or below the interest balance may have effects long-term and is personally comfortable going slightly above.

Chair Wiens agreed with Member Holt.

**MOTION BY MEMBER SNYDER TO LIMIT THE AWARD BUDGET TO THE INTEREST BALANCE, EXCEPT IN EXTREME CIRCUMSTANCES. MOTION FAILED DUE TO A LACK OF SECOND.**

**MOTION BY CHAIR WIENS TO SET THE AWARD BUDGET AT \$22,500. MOTION FAILED DUE TO A LACK OF SECOND.**

Member Briggs reminded the Committee that funds did not appear to be critical to the programs presented by the applicants, therefore, even partial award amounts to the requests would be appreciated by the applicants.

Member Briggs proposed not setting the budget prior to ranking applicant award recommendations.

Mr. Baynes responded that thus far it has been set first, however, ranking can take place first if so desired. The budget would then be based on the sum of the recommended award amounts.

Members of the Commission shared their rankings, 1 through 4 (4 being the highest), and totals were calculated based on averages.

The averages were as follows:

- 3.25 – Arizona Philharmonic Inc.
- 2.25 – One Stage Family Theater
- 1.25 – POPS Symphony Orchestra Music Memory Concert
- 3.25 – Prescott Western Heritage Foundation

### POPS Symphony Orchestra Music Memory Concert

Representatives Joseph and Debbie Place, for POPS Symphony Orchestra Music Memory Concert, presented to the Committee. Funding for the advancement of musical culture in the community, particularly for children, is being sought for the organization. Mr. and Mrs. Place shared that the goals of their mission include education, enrichment, and entertainment within the local community through the advancement of musical culture and education withing the local schools. The focus is on, but not limited to, classical concert experiences.

Member Snyder inquired about where the majority of students come from.

Mr. Place responded that students are both local, and as far away as Cottonwood and Clarkdale.

### Prescott Western Heritage Foundation

Prescott Western Heritage Foundation Representative, Pam Kellogg Merkel, presented to the Committee. The organization strives to preserve the City's Western Heritage through education and plans to add music to the children's programs. The funding requested would serve to purchase instruments, including older and traditional, to enhance field trip programs for third and fourth grade students. The motto is "teaching through fun and interaction" per Ms. Kellogg Merkel.

Chair Wiens requested information on how many children engage annually, and the process involved.

Ms. Kellogg Merkel responded that 350-400 children engage annually, through collaboration and interaction with PUSD and other educational organizations.

Member Snyder asked if the amount requested were not provided in full or partial, would the program continue.

Ms. Kellogg Merel responded that it would not progress as quickly. There is commitment to the program, and it would progress at a slower pace.

## **5. CALL TO ENTER EXECUTIVE SESSION**

*Upon a public majority vote of the members constituting a quorum, the Committee may hold an executive session that is not open to the public for the purposes set forth below. When the executive session ends, the Committee may adjourn or return to open session.*

**MOTION BY MEMBER BRIGGS TO CONVENE EXECUTIVE SESSION; SECONDED BY MEMBER SNYDER; PASSED (5-0)**

## **6. EXECUTIVE SESSION**

*Legal advice from the City's attorneys and discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee, or employee of any public body, except that, with the exception of salary discussions, an officer, appointee, or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee, or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee,*

Discussion took place among the members, encompassing which programs best fulfilled the Acker Trust Grant requirements, which programs were the most hands-on, which programs were most engaging, and which programs included long-term plans versus a one-time event.

Members of the Commission shared a second round of their rankings, again with 1 through 4 (4 being the highest), and totals were calculated based on sums. Total blended scores were as follows:

3.25 – Arizona Philharmonic Inc.

Funding Request - \$9,831

2.25 – One Stage Family Theater

Funding Request - \$12,000

1.25 – POPS Symphony Orchestra Music Memory Concert

Funding Request - \$10,994.35

3.25 – Prescott Western Heritage Foundation

Funding Request - \$1,000

**MOTION BY CHAIR WIENS TO RECOMMEND ACKER TRUST GRANT FUNDING TO ARIZONA PHILHARMONIC INC IN THE AMOUNT OF \$9,831; MOTION SECONDED BY MEMBER BRIGGS: PASSED (5-0)**

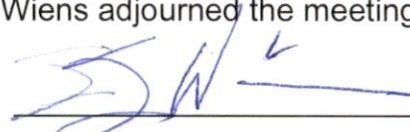
**MOTION BY MEMBER SNYDER TO RECOMMEND ACKER TRUST GRANT FUNDING TO ONE STAGE FAMILY THEATER IN THE AMOUNT OF \$2,000; MOTION SECONDED BY MEMBER BRIGGS: PASSED (5-0)**

**MOTION BY MEMBER BRIGGS TO RECOMMEND NO FUNDING FOR POPS SYMPHONY ORCHESTRA MUSIC MEMORY CONCERT; MOTION SECONDED BY MEMBER HOLT: PASSED (5-0)**

**MOTION BY MEMBER <sup>HOLT NW</sup>BRIGGS TO RECOMMEND ACKER TRUST GRANT FUNDING TO PRESCOTT WESTERN HERITAGE FOUNDATION IN THE AMOUNT OF \$1,000; MOTION SECONDED BY MEMBER BRIGGS: PASSED (5-0)**

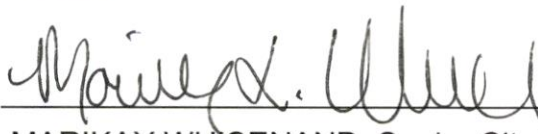
## 9. ADJOURNMENT

There being no further business to discuss, Chair Wiens adjourned the meeting at 4:55 p.m.



SUSAN WIENS, Chair

ATTEST:



MARIKAY WHISENAND, Senior City Clerk Specialist

6/27/24

Date