

City of Prescott

Civic Enhancement Committee



September 26, 2024 | 3:30 PM
201 N. Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

AGENDA

The following Agenda will be considered by the **Civic Enhancement Committee** at their meeting to be held **September 26, 2024**. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCUSSION & ACTION ITEMS**
 - A. Presentation & Discussion Regarding Training for Board Commission & Committee Members.
Recommended Action: This item is for discussion only. No formal action will be taken.
 - B. Approval of the June 27, 2024 Civic Enhancement Committee Meeting Minutes.
Recommended Action: MOVE to approve the meeting minutes as presented
4. **UPDATES**
 - A. Presentation & Update from Director Joe Baynes Regarding the Recreation Services Department.
 - B. Presentation & Update from Director Melissa Orr Regarding the Prescott Library.
 - C. Staff Announcements & Upcoming Meeting Schedule.
5. **ADJOURNMENT**

Upon a public majority vote of a quorum of the Board, the Board may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));
- (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- (3) Discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03(A)(3));
- (4) Discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. § 38-431.03(A)(4));

- (5) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5));
- (6) Discussion, consultation or consideration for negotiations by the city or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6));
- (7) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on 9/19/24 at 11:00 a.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.



Sarah M. Siep, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: September 26 Civic Enhancement Committee Meeting
DATE: September 26, 2024
DEPT: City Clerk
ITEM #: 3.A
SUBJECT: Presentation & Discussion Regarding Training for Board Commission & Committee Members.

ITEM SUMMARY

Committee members will receive a presentation from staff regarding expectations and processes for Board, Commission and Committee Members, as well as an brief overview of open meeting law requirements.

BACKGROUND

None.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

1. BCC Member General Training



Board Commission Committee Member Training

Effective | Fall 2024



Open Meeting Law

- All agendas must be followed as posted.
 - Items may be taken out of order, if necessary, at the discretion of staff or the BCC Chair
 - If an item needs to be moved to a future meeting, a motion to postpone or defer must be made
 - Only one subject may be before the Committee at a time
 - Discussion on topics which are not on the posted agenda is prohibited



Open Meeting Law & Meeting Process

- Staff Liaisons shall read the Item Title to introduce each item & discussion will take place as follows:
 - Staff will present the item
 - The Committee will discuss
 - Public comment (if any) will be taken – speakers are limited to three (3) minutes each
 - Motion, second, and vote (when applicable)
 - When all items on the agenda have been discussed, the Chair will adjourn the meeting (no motion is necessary for this action)



Discussion vs. Action Items



Below the description of each item on the agenda is stated whether the item is an action item or for discussion only.

- Discussion only items
 - Staff will present
 - Committee will discuss
 - Chair will take public comment
- Action items
 - Staff will present
 - Committee will discuss
 - Chair will take public comment
 - Chair will call for a motion, second, vote
 - Staff liaison will announce pass or fail and vote (ie “Passes 6-0”)

DISCUSSION & ACTION ITEMS

- A. Approval of the June 10, 2024 Pedestrian, Bicycle & Traffic Advisory Committee Meeting Minutes.
Recommended Action: MOVE to approve or approve with changes the minutes as presented
- B. Presentation & Discussion Regarding Westridge Drive Traffic Concerns.
Recommended Action: MOVE to approve or deny recommendations for Westridge Drive Traffic Concerns.
- C. Presentation & Discussion Regarding Sign Request for Lee Boulevard.
Recommended Action: MOVE to approve or deny sign request for Lee Boulevard.
- D. Presentation & Discussion Regarding Ongoing Project Updates.
Recommended Action: This item is for discussion only. No formal action will be taken.

Making a Motion

- If a Committee member wishes to speak, they must be recognized by the Chair.
- A motion can be made by any member of the Committee, including the Chair.
 - The motion should be in this format: I move to (approve, deny, defer, etc) the (June 10, 2024 minutes) (as presented, with changes, etc)
 - I second the motion
 - Staff liaison states “all in favor”; “any opposed”
 - Vote
 - Staff liaison announces vote “Passes 6-0”



Public Participation



City BCCs allow public comment following discussion regarding items on the posted agenda.

- For all public comment
 - Members of the public must complete a comment card
 - When the Chair has opened the floor to public comment, Staff liaisons will call each person separately and give them three (3) minutes to speak
 - Members of the public may only address the Committee regarding the item being discussed



TO: MAYOR AND CITY COUNCIL
AGENDA: September 26 Civic Enhancement Committee Meeting
DATE: September 26, 2024
DEPT: City Clerk
ITEM #: 3.B
SUBJECT: Approval of the June 27, 2024 Civic Enhancement Committee Meeting Minutes.

ITEM SUMMARY

This item is for the approval of the June 27, 2024 Civic Enhancement Committee Meeting Minutes. Staff recommends approval of minutes as presented.

BACKGROUND

None.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

MOVE to approve the meeting minutes as presented

ATTACHMENTS

1. June 27, 2024 CEC Minutes



City of Prescott

Civic Enhancement Committee

June 27, 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, Excused
Linda Nichols, Member
George Snyder, Member
James Whiting, Member

3. DISCUSSION & ACTION ITEMS

A. Approval of May 30, 2024, Prescott Preservation Committee Meeting Minutes.

MOTION BY MEMBER BRIGGS TO AMEND THE MINUTES TO INCLUDE EXECUTIVE SESSION MINUTES; SECONDED BY CHAIR WIENS

Staff Liaison Marikay Whisenand informed the Committee that the minutes of an executive session must be read and acted upon only in executive session. Therefore, the minutes remain as presented.

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

B. Presentation & Discussion Regarding Resolution No. 4279-1488 – Art Donation Criteria.

Recreation Services Director, Joe Baynes presented the Art Donation criteria to the Committee. The following information was reviewed:

Resolution No.4279-1488 Enactments:

Now, Therefore, Be It Resolved By The Council Of The City Of Prescott As Follows:

Section 1. That certain document entitled "Guidelines for Acceptance of Public Art", is attached hereto as Exhibit A, and is hereby declared to be a public record.

Section 2. That the City Clerk is hereby directed to maintain a copy of the above referenced public document on file at all times for inspection by the public.

Section 3. That the "Guidelines for Acceptance of Public Art" is the official policy of the City of Prescott governing the process for the acceptance of public art.

Mr. Baynes reviewed and discussed the Guidelines for Acceptance of Public Art, covered under Exhibit A of the Resolution.

He explained that the process begins with the Civic Enhancement Committee, a process formerly through the Art in Public Places Committee and is finalized by City Council. The process involves the following:

- Eligible offers of artworks from artists, owners, businesses, organizations, individuals or other entities shall be submitted by the donor to the Committee for proper processing.
- Some projects may require certain expertise outside the scope of the standing Committee. On such occasions, the Committee will enlist the services of necessary experts to assist in the review process, which may include consultation with pertinent staff members, other City commissions and committees, and/or related stakeholders.
- Upon reviewing and examining the artwork and evaluating the proposed gift, loan and/or bequest the Committee will make a recommendation to the City Council regarding acceptance or non-acceptance of the artwork.
- The City Council will consider the recommendations of the Committee during a regular City Council Meeting, at which time, public comment may be accepted. The City Council shall accept or decline the artwork for the City. After receipt of the City Council's decision, the Committee will formally notify the prospective donor of the City Council's decision in writing.

The site selection process was presented next by Mr. Baynes. Site location for the placement of donated works is also an involved process and requires close cooperation between members of the Committee, other affected city boards, committees and commissions and City personnel.

There are several factors to consider when determining an acceptable location for the art, according to Mr. Baynes. In some cases, the proper site will be obvious. In others, there may or may not be an ideal or feasible location that meets all the requirements. When evaluating potential art sites, it should be asked whether art has the ability to:

- Contribute to awareness of Prescott's history and cultural identity
- Be of the highest quality
- Enhance the aesthetic character of the community's public spaces
- Advance the public understanding of art
- Not place an undue burden on the City for maintenance, security, or public safety

Member Briggs commented that compatibility was not included in the presentation.

Ms. Whisenand explained that the resolution and exhibit were not included in their entirety within the presentation, however, the main points were covered in today's meeting.

Mr. Baynes concurred.

This item was for discussion only. No formal action was taken.

C. Presentation, Discussion & Possible Action Regarding Sculpture Art Donation from Marcella Hirschy for the Granite Creek Trail.

A brief summary regarding the art donation was provided by Ms. Whisenand. The Granite Creek Trail Art Project Group recently completed the Granite Creek Mural to enhance the corridor, and desires additional art in the area. Proposed sculptures have been donated for placement in the area. During the March 28, 2024, Civic Enhancement Committee meeting, recommended action was postponed, allowing a site walk through on June 6, 2024, of the area to determine placement and further discussion.

Chair Wiens invited Granite Creek Trail Art Project representative, Barbara Nelson, to address the committee.

Ms. Nelson referred to site selection criteria within Exhibit A, as discussed under Item 3.B, particularly the aesthetic quality and public engagement guidelines. The large sculptures would be visible from Montezuma Street and create tourist curiosity and interest, according to Ms. Nelson. She requested a recommendation to Council from the Committee to approve the art donation and site location.

Regarding Ms. Nelson's statement, Committee Council Liaison, Eric Moore, explained that it involved two issues rather than one. One is accepting art donations. The second is the site location. He encouraged the Committee to carefully consider and discuss each separately.

Ms. Nelson agreed with Councilmember Moore and conceded that there were two separate issues.

Member Nichols asked if there were a cost involved, such as maintenance as an example.

Ms. Nelson referred to the rendering of the art and said the Granite Creek Trail Art Project Group may be willing to put together a fund for maintenance and repair.

Art installation representative, Johnathan Decker, addressed the committee. He referenced another trail project within the City years ago and stated that the bases for the art pieces being discussed today would be more substantial. One may also require concrete for bolting.

Member Briggs requested confirmation that the Group would, not could, provide funding for installation, to which Ms. Nelson confirmed yes.

Member Briggs expressed concerns regarding safety, as the red sculpture has sharp points.

Ms. Nelson commented that the sculpture was nine feet tall, with the sharper areas at top. She added that signage regarding safety could accompany the sculpture.

Member Briggs clarified his concern and referenced one of the sharp points at the four foot middle portion of the sculpture.

Mr. Decker commented that the sharper points are slightly rounded over at quarter inch thick.

City Attorney Joe Young commented that the sharper points are not an immediate safety concern, however, the acute angle and platform stability could be.

Member Briggs requested that Mr. Young please comment on ADA guidelines and any potential related burdens.

Mr. Young deferred to Mr. Baynes, stating that it was more of a factual decision.

Mr. Baynes explained that adjustments can be made to the trail for ADA compliance.

Mr. Young commented on the site selection and advised that the first determination should be the acceptability of the art donation. The second following determination should be the site selection.

Member Briggs asked Ms. Nelson to confirm that the information she distributed during today's meeting and the site walk through included information on the artists.

Ms. Nelson replied that she forgot to include the information.

Member Briggs requested Ms. Nelson review aloud the requirements in the submissions.

Ms. Nelson provided the artist's history. Mr. Hirschy was a multi medium artist who spent time with his wife, Mrs. Hirschy, creating pieces of art, painting on fabrics and canvases, and designing large sculptures in their 6th Street studio.

Mrs. Hirschy addressed and thanked the Committee for their time and expressed the importance of the art community.

Member Briggs, referring to himself as a non-artist, requested a better understanding of the significance of the sculptures.

Mr. Decker explained that the artist used to bring paper models to him, with a desire to create large versions. He added that one of the items contains a piece from a mining pontoon.

Ms. Nelson shared history about Mr. and Mrs. Hirschy as well, distributed flyers to the Committee members, and referenced the importance of broadening the art style within the City of Prescott.

Member Nichols asked if the art was similar to the sculpture garden at Yavapai College, to which Ms. Nelson confirmed yes.

Chair Weins invited comments from the Committee members.

Member Snyder stated that the art project was noble, and the proposed location suits it as there isn't much there in that location. He added that he doesn't agree that Prescott should be an eclectic art town, as it is more western.

Member Nichols commented that she agreed with Snyder, however, would like to see room for more variety in art. The art itself is fine, and if Joe Baynes is ok with maintenance, then she is ok with the location.

Chair Wiens stated that she liked the location, and the sculptures would be a good addition.

Member Briggs had no further comments.

Councilmember Moore reminded the Committee that the potential art donation acceptance should be separate from location, to prevent random placement of art within the City in the future.

Mr. Young stated that it is important to address how guidelines are established. For example, the vote for the art acceptance should occur first, then discussion could take place for a location. If a site is not located for various reasons, the art acceptance becomes void.

MOTION BY MEMBER SNYDER TO RECOMMEND COUNCIL ACCEPTANCE OF THE HIRSCHY SCULPTURE ART DONATION; MOTION SECONDED BY CHAIR WIENS: PASSED (4-1), MEMBER BRIGGS DISSENTING

MOTION BY MEMBER SNYDER TO RECOMMEND COUNCIL ACCEPTANCE OF THE HIRSCHY SCULPTURE ART DONATION GRANITE CREEK TRAIL SITE LOCATION; MOTION SECONDED BY CHAIR WIENS: PASSED (5-0)

4. UPDATES

A. Update From Recreation Services Department.

Mr. Baynes shared that while this Committee involves more than art in public places, the same holds true for the Recreation Services Department. He provided a presentation to the Committee and discussed the multiple Divisions of Department. In summary, the goals and missions of the Department include the following:

- To preserve, protect and enhance the parklands, public open spaces, trails and lakes of the City of Prescott for the benefit of its citizens and the ecological health of the region.
- To maintain leisure services system that is responsive to and directed by the diverse and changing needs of the community we serve.
- To plan for the future growth and expansion of park facilities, lake properties, open spaces, trails and recreation programs.
- To construct, operate and maintain parks, recreation facilities, trails and open space in a safe, aesthetically pleasing and efficient manner.

B. Staff Announcements & Upcoming Meeting Schedule.

Upcoming Civic Enhancement Committee meetings are scheduled to take place September 26 at 3:30pm, and December 19 at 3:30pm.

5. ADJOURNMENT

There being no further business to discuss, Chair Wiens adjourned the meeting at 4:37 p.m.

SUSAN WIENS, Chair

ATTEST:

MARIKAY WHISENAND, Senior City Clerk Specialist

Date



TO: MAYOR AND CITY COUNCIL
AGENDA: September 26 Civic Enhancement Committee Meeting
DATE: September 26, 2024
DEPT: City Clerk
ITEM #: 4.A
SUBJECT: Presentation & Update from Director Joe Baynes Regarding the Recreation Services Department.

ITEM SUMMARY

Department Director Joe Baynes will provide an update to the Committee regarding Recreation Services. These updates will take place at each quarterly meeting.

BACKGROUND

None.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: September 26 Civic Enhancement Committee Meeting
DATE: September 26, 2024
DEPT: City Clerk
ITEM #: 4.B
SUBJECT: Presentation & Update from Director Melissa Orr Regarding the Prescott Library.

ITEM SUMMARY

Department Director Melissa Orr will provide an update to the Committee regarding the city Library. These updates will take place at each quarterly meeting.

BACKGROUND

None.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: September 26 Civic Enhancement Committee Meeting
DATE: September 26, 2024
DEPT: City Clerk
ITEM #: 4.C
SUBJECT: Staff Announcements & Upcoming Meeting Schedule.

ITEM SUMMARY

Staff will provide an update to the Committee on recent Council action take regarding the city's Art Donation Policy and next steps.
As a reminder, the next meeting of the Civic Enhancement Committee is scheduled for Thursday, December 19.

BACKGROUND

None.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

None