

**TOWN OF PRESCOTT VALLEY
REGULAR COUNCIL MEETING
MINUTES
JULY 10, 2008**

Magistrate Court/Council Chambers
Civic Center
7501 E. Civic Circle
Prescott Valley, Arizona 86314

1. *CALL TO ORDER*
2. *INVOCATION*
3. *PLEDGE OF ALLEGIANCE*
4. *ROLL CALL*

The meeting was called to order by Mayor Skoog at 5:30 p.m. in the Magistrate Courtroom/Council Chambers. Pastor Joseph Berna, Bethel Baptist Church, gave the Invocation after which a special Mayor's Recognition appreciation certificate was read and presented to Pastor Berna. The Pledge of Allegiance was said in unison as lead by Ben Harper. The following council members were present for roll call:

Harvey Skoog	Mayor
Harold Wise	Vice-Mayor
Fran Schumacher	Council member
Bob Edwards	Council member
Mike Flannery	Council member
Mary Baker	Council member
Lora Lee Nye	Council member

5. *ANNOUNCEMENTS & PRESENTATIONS*
 - a. *YCFA Achieve Academy, Gena Hatfield*

Gena Hatfield, Director of YCFA Achieve Academy, spoke about the 7th year of operation of the Achieve Academy at the Yavapai County Fairgrounds.

- b. *West Yavapai Guidance Clinic, Laura Norman & Diana Dalsass*

Laura Norman and Diana Dalsass, West Yavapai Guidance Clinic, updated the council on what services the Guidance Clinic provides for the residents within the Town of Prescott Valley.

Vice-Mayor Wise asked about the delay of the opening of the new Windsong office. Laura Norman said that the delay is due to the fact that this a higher level of care than is previously offered in Prescott. This will be a Medicare A certified psychiatric hospital, which means more can be done for the elders in the community. They are currently on the list for hospital licensure to come and tour the facility and give their review. The list of hospitals in the State for review is very high. Because there is already a facility in Prescott, there is not a crisis need for this certification.

c. Chamber of Commerce introduction of new businesses

Marnie Uhl, Executive Director of the Prescott Valley Chamber of Commerce, introduced new business owner, Jourdon Wheeler, owner of Tri City Janitorial. They can be reached at 928-277-4517.

Marnie Uhl also reported that she has been in communication with Arizona Highways television who will be coming here in August to do some taping or broadcasting. The content of the show is unknown at this time.

6. COMMENTS/COMMUNICATIONS

Council member Nye spoke about the Town's outstanding police department. The Town of Prescott Valley community is very supportive and proud of the police department. Unfortunately, the Town's budget can not supply all of the needs of the department. Last night a meeting was held and a foundation was formed, which will be headed by Marnie Uhl, Executive Director of the Prescott Valley Chamber of Commerce. The turnout for this initial meeting was very low and she is encouraging people to attend the next meeting which will be held on August 11 at 7:00 p.m. at the police department, 7601 E. Civic Cr. Citizens are needed for fundraising ideas. One of the items needed is police vests. Chief Maxson reported that the price of these vests is from \$800 to \$1400 each. Officers have to front half of this when they begin working at the police department. The PD has requested that a revolving account be set up by the foundation. The officers will then pay that amount back to the foundation.

7. CONSENT AGENDA

a. Approval of Minutes – June 26, 2008

b. Liquor License

Approving a new Series 12 (restaurant) liquor license for the Pizza Roundup located at 150 S. Highway 69; Kristie K. Leffler applicant

c. Accepting multiple right-of-way, public utility and temporary construction easements for the Bison Lane Path from Fain Land and Cattle Co. and Prescott Valley Signature Entertainment, LLC

d. Approving a corrected Agreement with Clarke Riedy, sculptor, for an art piece to complete the Police Operations Building Expansion, in an amount of \$60,000.00 (CIP #F20.1)

e. Approving Accounts Payable for June 20 thru July 3, 2008

Vice-Mayor Wise made the MOTION, seconded by Council member Nye, to accept the consent agenda, as read, by electronic vote. MOTION carried with 7 ayes and 0 nays.

8. NEW BUSINESS

a. Consideration of designating a Vice Mayor to serve during the absence or disability of the Mayor

Mayor Skoog stated that the Vice-Mayor has been serving the council for the last year. It was expressed that after one year the position of Vice-Mayor would be reviewed for possible rotation.

Council member Nye stated that she was surprised about the verbiage in the council action because it was her understanding that it was already decided last year, at this time, that this was going to be reviewed annually by ballot vote.

Council member Schumacher asked if the procedure was set for every year. Her thought is that the person who has been on the council the longest is the Vice-Mayor and then on to the next person on a rotating basis.

Town Manager, Larry Tarkowski, stated that what has been surmised from Council input this evening is that this will be brought back to Council in twelve months for Vice-Mayor selection.

Town Clerk, Diane Russell, distributed ballots to the Mayor and Council. After counting the ballots cast, Diane reported that the majority voted for Council member Schumacher to be the Vice-Mayor.

Council member Nye made the MOTION, seconded by Council member Baker, to designate Council member Fran Schumacher as Vice-Mayor, by electronic vote. MOTION carried with 7 ayes and 0 nays.

- b. Consideration of authorizing the Mayor to sign Resolution No. 1592 declaring the intent to form the Viewpoint Community Facilities District No. 1 and setting the time, date and location of the public hearing on formation*

Town Attorney, Ivan Legler, stated that due to the fact that he is a member of a church, which is a property owner in the area of the CFD formation in Viewpoint, he will not participate in the creation of the CFD. He will not participate or answer questions on this issue. Assistant Town Attorney, Colleen Auer, has been assigned to this project.

Planner, Ruth Mayday, reported that during the May 1, 2008 Work/Study Session, Town Council discussed the possibility of forming the Viewpoint Community Facilities District to finance infrastructure improvements to serve commercial and residential properties adjacent to the existing Viewpoint and Pronghorn Ranch communities. Petitions have been presented to Town staff by owners of more than 25% of the land within the boundaries of the proposed district, requesting that Town Council now adopt a Resolution declaring its Intent to Form a Community Facilities District; set the time, date, and location of a Public Hearing on Formation, and the place where objections to formation must be filed.

Proposed improvements for the district would include installation of water mains, a new off-site water storage tank, diversion of wastewater from existing lines to new lines, roadway extensions and widening, signaling of the intersection at Viewpoint Drive and Pronghorn Ranch Parkway, and other improvements deemed necessary.

Planner, Ruth Mayday, clarified that the landowners and homeowners in Pronghorn Ranch and Viewpoint will not be assessed as part of this CFD. Town Manager, Larry Tarkowski, for the benefit of the people who have called the Town regarding this issue, asked if people who live in Viewpoint or Pronghorn Ranch would be a part of this CFD. The response was no.

The proposed Viewpoint CFD is comprised of twenty parcels of land owned by nine entities, and totals 209.4 acres, lying south of The Viewpoint and Pronghorn Ranch communities and north of Highway 89A.

Given the proximity of this land to residential developments (The Viewpoint, Pronghorn Ranch) and Highway 89A, it is likely that this area will develop as a mix of commercial and retail uses. However, this area currently lacks adequate wastewater and water facilities to serve the potential uses that could be developed by right in the subject area. No roadway exists to serve the properties west of Viewpoint Drive, and traffic volumes at the Viewpoint Drive/Pronghorn Ranch Road intersection are such that dedicated turn lanes and a traffic signal are warranted.

Council member Flannery asked why is it necessary to call this the Viewpoint CFD when the only reference to Viewpoint is that it is on Viewpoint Drive. The response was that this area is known as Viewpoint and was not meant to confuse or mislead people. Town Manager, Larry Tarkowski, responded that the name Viewpoint could be modified throughout the documents if necessary to help eradicate the confusion.

Council member Schumacher asked if there are any residential sections in this area. The response was that there are a couple of parcels that are currently zoned residential but they will probably not stay residential. Council member Schumacher suggested that perhaps the CFD could be called the Viewpoint Commercial or Retail Center CFD. But if there are residential areas there then perhaps it could not be called that. Council member Nye suggested that the CFD be called Northside. Council member Edwards suggested that future names not be duplicated to reduce confusion.

Planner, Ruth Mayday, added that the public hearing date that was in the original Resolution needs to be changed to August 14, 2008 meeting from the July 24, 2008 meeting. The actual meeting will be on August 14, 2008 and has been corrected in the Resolution that is in the Council packet.

Council member Nye made the MOTION, seconded by Council member Schumacher, to authorize the Mayor (or in his absence, the Vice Mayor) to sign Resolution No. 1592 declaring its intent to form Viewpoint CFD No. 1, set the time, date, and location of the Public Hearing on Formation, and designate the place where objections to the formation of the CFD must be filed, by electronic vote. MOTION carried with 7 ayes and 0 nays.

c. Consideration of renewing the Town Engineer Agreement with Dava and Associates

Boyd Robertson, Deputy Public Works Director, stated that Dava and Associates has, by professional services agreement, been the "Town Engineer" for the last twenty years. This agreement has been renewed on several occasions by Council action with the last renewal extending the expiration date to June 30, 2008. This agreement, if approved, is for two additional years with an expiration date of June 30, 2010.

Dava and Associates has proposed to continue to provide the first ten hours per month of Principal Engineer services at the discounted hourly rate of \$60.00 per hour. Additional work is billed on a time and material basis. Due to the current economic conditions Dava and Associates has proposed no increases in their fees for the extent of this contract. These proposed fees are below the national and regional fees for comparable engineering firms.

Council member Baker made the MOTION, seconded by Vice-Mayor Wise, to approve the Town Engineer Agreement with Dava and Associates, by electronic vote. MOTION carried with 7 ayes and 0 nays.

d. Consideration of authorizing the Mayor to sign the Arizona Water and Wastewater Agency Response Network (AZWARN) Intergovernmental Agreement and letter in support of grant funding

Utilities Director, Neil Wadsworth, reported that AZWARN is the Arizona Water and Wastewater Agency Response Network. It is a newly created program with the sole purpose to facilitate mutual aid to utilities in the event of an emergency. This program is supported through the leadership of the Arizona Water Pollution and Control Association (AWPCA), recently renamed the Arizona Water Association (AZWA).

The goal of AZWARN is to set up a network of utilities that can assist each other in the event of an emergency, whether the emergency is large or small. Often, even small emergencies (as determined by each individual utility) can leave a utility without equipment or personnel to not only deal with the emergency, but also to continue the normal daily operations needed to keep the utility running. This network facilitates a quicker response to emergencies by: 1) having an agreement in-place before an emergency, 2) providing on-call assistance, and 3) providing a list of equipment, crew capabilities and costs. The benefits provided by being a part of this network include meeting FEMA requirements, ensuring that reimbursement issues are addressed and in place, providing manpower that is skilled in the area of concern and reducing response times.

At this time, there are no costs associated with joining this program. In the future, there may be a fee to participate to cover costs such as a part-time coordinator. The City of Phoenix has recently submitted a grant application to the State Homeland Security Grant Program (SHSGP) funding on behalf of AZWARN to help establish this program in Arizona. A copy of a letter of support for this grant is also included in this packet for your consideration. Should the future costs outweigh the benefits, there is an established method to disengage the Town from the program.

Vice-Mayor Wise asked if this is a statewide program. The response was yes and it is just getting started. There are currently ten communities that have signed this agreement. In northern Arizona, Flagstaff was the fifth city to sign. Camp Verde Sanitary District signed the agreement yesterday, making them number ten. We will be number eleven. Vice-Mayor Wise said that the main point is that this is a good project. He hopes this does not go down the road of being another layer of bureaucracy where we end up with a fair amount of dollars going to this program. And he hopes it is not misused by a higher level than our municipality. Utilities Director, Neil Wadsworth, responded that we can withdraw from the program at any time.

Council member Flannery made the MOTION, seconded by Council member Edwards, to authorize the Mayor (or in his absence, the Vice Mayor) to sign the AZWARN Agreement and letter in support of grant funding, by electronic vote. MOTION carried with 7 ayes and 0 nays.

9. COMMENTS FROM THE PUBLIC

Scott Helfenstine, board member of the Prescott Valley Economic Development Foundation, thanked the Town for the support of the organization. This is a good public/private partnership.

Council member Nye wanted to thank Vice-Mayor Wise for the outstanding job he has done fulfilling his responsibility as Vice-Mayor. Vice-Mayor Wise thanked the Council for the time he served as Vice-Mayor and appreciated the opportunity.

10. ADJOURNMENT

Council member Nye made the MOTION, seconded by Council member Baker to adjourn the meeting, by electronic vote. MOTION carried with 7 ayes and 0 nays. Mayor Skoog adjourned the meeting at 6:30 p.m.

ATTEST:

APPROVED:

Diane Russell, Town Clerk

Harvey Skoog, Mayor

STATE OF ARIZONA)
COUNTY OF YAVAPAI) ss:
TOWN OF PRESCOTT VALLEY)

CERTIFICATE OF COUNCIL MINUTES

I, Candice McElhaney, Deputy Town Clerk of the Town of Prescott Valley, Arizona, hereby certify that the foregoing minutes are a true and correct copy of the Minutes of the Regular Meeting of the Town Council of the Town of Prescott Valley, held on Thursday, July 10, 2008.

I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 15th day of July, 2008

Candice McElhaney, Deputy Town Clerk