

**TOWN OF PRESCOTT VALLEY
REGULAR COUNCIL MEETING MINUTES
October 23, 2008**

Magistrate Court/Council Chambers
Town of Prescott Valley
7501 E. Civic Circle
Prescott Valley AZ 86314
5:30 p.m.

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 Don Tjiema, of Mountain Valley Church of God gave the Invocation after which the Pledge of Allegiance was said in unison as led by Pastor Tjiema. Mayor Skoog presented Pastor Tjiema with a certificate of appreciation.

The following Council members were present for roll call.

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

5. *ANNOUNCEMENTS & PRESENTATIONS*

- *Lizbet Jauregui - student at Liberty Traditional School*

Miss Jauregui recounted her experience as a student ambassador with People to People this summer and thanked town staff and family who helped her raise the scholarship funds to make it possible for her to participate.

6. *CERTIFICATES*

- *Certificate of appreciation to Pat Ruiz for 10 years of service*

A plaque and pin were presented by Mayor Skoog to Pat Ruiz for 10 years of service. Town Clerk, Diane Russell read comments submitted by the Police Department staff.

7. *PROCLAMATION*

- *All Faiths, One Prayer Day*

Proclamation was read and presented to representative Lynn Nelson by Mayor Skoog.

8. COMMENTS/COMMUNICATIONS

Vice Mayor Schumacher asked if there was a place where the One Prayer Day was being held. Mayor Skoog answered that it was a national day of prayer and it was not being held at a specific location.

9. CONSENT AGENDA.

- a. *Authorizing the Mayor to sign **Resolution No. 1614** approving an application for an Emergency Repair Grant AND **Resolution No. 1615** approving an application for a Home Rehabilitation Grant*
- b. *Approving Reversionary Plat RP08-008 adjusting property lines of Lots 87, 88, 103 and 104 of Prescott Country Club Unit 6, and adding additional property to Lot 88 to accommodate a garage addition*
- c. *Approving a deed of Release and Reconveyance on a lien in the amount of \$12,205.00 on property located at 3700 N. Catherine as part of an Owner Occupied Housing Rehabilitation Grant (154-02)*
- d. *Approving Departmental Monthly Statistical Reports:*
 - Community Development*
 - Library*
 - Parks and Recreation*
 - Police Department*
 - Public Works*
 - Town Clerk*
- e. *Approving the Management Services Monthly Financial Report*
- f. *Approving the Council Investment Report*
- g. *Approving Accounts Payable for October 3 through October 16, 2008*

Mayor Skoog asked for further explanation of item 9a. and item 9c. Community Development Director, Richard Parker spoke specifically about the two items to clarify how the Housing Rehabilitation Grants are processed. Vice Mayor Schumacher made the MOTION, seconded by Council member Wise, to approve all items on the consent agenda as stated, by roll call vote. MOTION carried with 5 ayes and 0 nays.

10. UNFINISHED BUSINESS (FOR ACTION)

- a. *Consideration of approving the second reading, by title only, and passage of **Ordinance No. 718** approving Zoning Map Change (ZMC08-003) rezoning four (4) HUSD school sites from residential to public land designation*

Diane Russell, Town Clerk read **Ordinance No. 718** by title only for the second reading. Mayor Skoog asked shall the Ordinance pass and asked the Town Clerk to call the roll. **Ordinance No. 718** passed with 5 ayes and 0 nays.

- b. *Consideration of approving the second reading, by title only, and passage of **Ordinance No. 719** approving Zoning Map Change (ZMC08-002) rezoning five (5) parks from various residential and commercial land use designations to public land designation*

Diane Russell, Town Clerk read **Ordinance No. 719** by title only for the second reading. Mayor Skoog asked shall the Ordinance pass and asked the Town Clerk to call the roll. **Ordinance No. 719** passed with 5 ayes and 0 nays.

11. NEW BUSINESS (FOR REVIEW, COMMENT, AND/OR POSSIBLE ACTION)

- a. Consideration of authorizing the Mayor to sign **Resolution No. 1613** adopting revisions to Town Personnel Policy No. 2-04 “Compensation” related to out-of-classification work*

Human Resources Director, Danielle Bowman explained how the year-long hiring freeze has affected the personnel population in various departments. This policy will permit a reassignment in personnel from overstaffed departments to understaffed departments for an initial six-month period without affecting the salaries of the staff if they move to a lower paying position.

The Mayor and Council members Flannery and Wise commented that this was a good solution and recommended the policy change which had been discussed in detail at Work/Study and commended Ms. Bowman for the work to change the policy.

MOTION was made by Council member Wise, seconded by Council member Edwards, to approve **Resolution No. 1613** by roll call vote. MOTION carried with 5 ayes and 0 nays.

b. Public Hearing

Open Public Hearing

Extension of the Alternative Local Expenditure Limitation

Close Public Hearing

Mayor Skoog declared the public hearing open. Town Manager, Larry Tarkowski introduced the Alternative Local Expenditure Limitation/Home Rule option which provides for Cities and Towns in Arizona to exceed the budget limits set forth by the State of Arizona. Management Services Director, Bill Kauppi further explained the procedures for the process and the benefit of adopting a Home Rule option that comes up for approval every four years. He compared State versus Home Rule examples of the expenditure information across four categories. The Town of Prescott Valley has adopted the Home Rule option since 1981. As no further discussion was forthcoming, the public hearing was declared closed by Mayor Skoog.

c. Public Hearing

Open Public Hearing

Zoning Map Change (ZMC08-004) rezoning from RCU-70 (Residential; Conditional Use Permit) to M1-PAD (Industrial; General Limited – Planned Area Development) on approximately two hundred and four (204) acres and, to M2-PAD (Industrial; Heavy – Planned Area Development) on approximately twenty six (26) acres for a total of approximately two hundred and thirty (230) acres comprised of three (3) separate parcels generally located on the north and south side of Valley Road, between Mendecino Drive, and Fain Road

Close Public Hearing

Mayor Skoog declared the public hearing open. Community Services Director, Richard Parker showed slides to illustrate the property sites that encompass the area to be considered for rezoning. The areas have been recently annexed and are in the 30-day waiting period for approval. He explained the planned use for the site as a salvage yard. He introduced Vanessa Hickman who commended Mr. Parker and staff for the excellent job on this project. Mayor Skoog declared the public hearing closed as no further comments were forthcoming.

- d. *Consideration of authorizing the first reading of **Ordinance No. 721** by title only on two separate occasions, approving Zoning Map Change (ZMC08-004)*

MOTION was made by Vice Mayor Schumacher, seconded by Council member Edwards, to approve the first reading of **Ordinance No. 721** by roll call vote. MOTION carried with 5 ayes and 0 nays. Diane Russell, Town Clerk read **Ordinance No. 721** by title only for the first reading.

- e. *Public Hearing*

- Open Public Hearing*

- Zoning Map Change of approximately 5.2 acres that lies in T.15 N., R.1.W Section 35 south of and adjacent to Viewpoint subdivision from RS-PAD to C3-PAD (Commercial; Minor Industrial – Planned Area Development) to construct a storage unit facility (ZMC08-005)*

- Close Public Hearing*

Mayor Skoog declared the public hearing open. Planner, Ruth Mayday explained the zoning changes and showed maps of the proposed project of a self-storage facility adjacent to the Viewpoint subdivision. She clarified the plans for compliance as to screening and mechanical issues. Developers have met with the Viewpoint homeowners association to address their concerns. Ms. Mayday noted the town staff considerations before the final development plan is presented to Council for consideration. Vice Mayor Schumacher and Council member Flannery asked for some clarifications on lighting and traffic. Community Development Director, Richard Parker explained that the dark sky ordinance applies and spoke about motion lighting and security cameras. Mr. Gelatka commented on lighting and traffic and future development. Council member Wise asked about the logistics of the site. Mr. Gelatka has met with individual property owners and worked out all their concerns as to walls and landscaping. The plans for the storage facility have been changed in consideration of the concerns expressed by the adjacent property owners. Mayor Skoog declared the public hearing closed as no one had any further comments.

- f. *Consideration of authorizing the first reading of **Ordinance No. 722** by title only on two separate occasions, approving Zoning Map Change (ZMC08-005)*

MOTION was made by Council member Wise, seconded by Council member Flannery to approve the first reading of **Ordinance No. 722**, by roll call vote. MOTION carried with 5 ayes and 0 nays. Diane Russell, Town Clerk read **Ordinance No. 722** by title only for the first reading.

- g. (i). *Consideration of authorizing the first reading of **Ordinance No. 723** by title only on two separate occasions, approving revisions to the Town Business License requirements pertaining to compliance with the Legal Arizona Workers Act*

Assistant Town Attorney, Colleen Auer gave an explanation as to the three items (11g. i, ii and iii) that will change town code to comply with the Legal Workers Act and the e-verify system. There was discussion by Vice Mayor Schumacher, Council members Flannery and Wise with Ms. Auer about the technicalities of these state mandated revisions.

MOTION was made by Council member Wise, seconded by Council member Flannery to approve the first reading of **Ordinance No. 723** by roll call vote. MOTION carried with 5 ayes and 0 nays. Diane Russell, Town Clerk read **Ordinance No. 723** by title only for the first reading.

- ii. *Consideration of authorizing the first reading of **Ordinance No. 724** by title only on two separate occasions, approving revisions to the Town Purchasing Procedures pertaining to compliance with the Legal Arizona Workers Act*

MOTION was made by Council member Flannery, seconded by Vice mayor Schumacher to approve the first reading of **Ordinance No. 724** by roll call vote. MOTION carried with 5 ayes and 0 nays. Diane Russell, Town Clerk read **Ordinance No. 724** by title only for the first reading.

- iii. *Consideration of authorizing the first reading of **Ordinance No. 725** by title only on two separate occasions, approving revisions to the Town Economic Incentive procedures pertaining to compliance with the Legal Arizona Workers Act*

MOTION was made by Council member Wise, seconded by Council member Edwards to approve the first reading of **Ordinance No. 725** by roll call vote. MOTION carried with 5 ayes and 0 nays. Diane Russell, Town Clerk read **Ordinance No. 725** by title only for the first reading.

- h. *Consideration of authorizing the Mayor to sign **Resolution No. 1616** approving Final Development Plan (FDP08-021) granting a waiver from Town Code requirements for signage of the Comfort Inn and Suites*

Planner, Ruth Mayday and Community Services Director, Richard Parker presented on screen examples of the comprehensive sign package for the Comfort Inn and Suites. They noted that the illustrations are the standard for this hotel chain and this resolution will grant a third side sign which is more than the standard two as written in town code. It was noted that because of the distance of this hotel from Highway 69 this step makes sense for adequate signage that can be seen. All other provisions are consistent with FDP08-021 as submitted in August 2008 by Perry Wieweck of A&B Sign Company, agent for Comfort Suites.

MOTION was made by Vice Mayor Fran Schumacher, seconded by Council member Wise, to sign **Resolution No. 1616** approving FDP 08-021 and to sign any agreement under Proposition 207 by roll call vote. MOTION carried with 5 ayes and 0 nays.

- i. *Consideration of authorizing the Mayor to sign **Resolution No. 1617** approving Final Development Plan (FDP08-022) waiving certain screening requirements in Article 13-26-050 amending FDP05-014*

Planner, Ruth Mayday explained the modifications to Tim's Toyota Center. Photos were shown of the painted rooftop equipment which has effectively lessened visual impact of the mechanical equipment. Peter Bourgois of BMA Architects spoke briefly to confirm the reasoning for the painting which is to blend equipment into the background of the building.

MOTION was made by Vice Mayor Fran Schumacher, seconded by Council member Wise, to sign **Resolution No. 1617** approving FDP 08-022 and to sign any agreement under Proposition 207 by roll call vote. MOTION carried with 5 ayes and 0 nays.

- j. Consideration of authorizing the Mayor to sign **Resolution No. 1618** canvassing the October 14, 2008 election and ordering the formation of the Northside Community Facilities District No. 1*

Town Clerk, Diane Russell gave a summary and background of the Northside CFD No. 1 formation and subsequent election held on October 14, 2008 and asked council to approve **Resolution No.1618** accepting and approving the canvass of the election and formation of NCFD No.1.

MOTION was made by Council member Wise, seconded by Council member Edwards, to approve **Resolution No. 1618** canvassing the October 14, 2008 election AND ordering formation of the Northside Community Facilities District (NCFD) No. 1 by roll call vote. MOTION carried with 5 ayes and 0 nays.

- k. Consideration of authorizing the Mayor to sign **Resolution No. 1619** expressing the Town Council's policy of participating actively in on-going local, national and worldwide efforts to explore and implement best practices which result in sustainability of its program and service levels*

Town Clerk, Diane Russell presented a statement summarizing the best practices toward ensuring economic and environmental sustainability for now and into the future. Council member Flannery asked for clarification of town code 03-03-030 of the Town Manager's involvement as outlined in this proposed resolution which seemed to mean to him that the town manager could set policy. In response, Town Manager, Larry Tarkowski stated that adoption of this resolution would enable him to take into consideration best sustainability practices when considering town programs. An example of this could be replacement of vehicles through attrition with alternate fuel vehicles or smaller more fuel efficient vehicles. He further advised that any proposed changes to policy would be done according to established procedures.

MOTION was made by Vice Mayor Fran Schumacher, seconded by Council member Edwards, to authorize the Mayor to sign **Resolution No. 1619** adopting a policy of considering "sustainability" in its various policies, programs and procedures, by roll call vote. MOTION carried with 5 ayes and 0 nays.

- l. Consideration of approving reimbursement to Granville Development Company in the amount of \$25,750.23 for professional engineering services for a storm water discharge analysis required for the Glassford Hill Interceptor Channel Project*

Public Works Director, Norm Davis explained that the Glassford Hill Interceptor Channel is complete and this reimbursement represents the final invoice for professional services to be

paid to Granville Development Co. in the amount of \$25,750.23. The money was budgeted for and is available to pay the sum. Mr. Davis commented that the project is very beneficial as it serves many entities and works very well.

MOTION was made by Council member Flannery, seconded by Vice Mayor Schumacher, to approve the reimbursement to Granville Development Company in the amount of \$25,750.23 for professional engineering services for a storm water discharge analysis, by roll call vote. MOTION carried with 5 ayes and 0 nays.

m. Consideration of approving an Intergovernmental Agreement with ADOT for reimbursement to the Town of \$500,000.00 from a Transportation Enhancement Grant for the Bison Lane Multi-use Path Project (CIP#S171)

Public Works Director, Norm Davis stated that this Intergovernmental Agreement with ADOT is the next step to secure the \$500,000.00 grant for this 5,000 foot multi-use path that will provide connectivity to serve so much of our community.

MOTION was made by Council member Flannery, seconded by Vice Mayor Schumacher to approve the Intergovernmental Agreement with the Arizona Department of Transportation for reimbursement of the Bison Lane Multi-use Path in the amount of \$500,000.00 by roll call vote. MOTION carried with 5 ayes and 0 nays.

12. COMMENTS FROM THE PUBLIC

No comments were forthcoming from the public.

13. ADJOURNMENT

MOTION made by Vice Mayor Schumacher, seconded by Council member Wise, to adjourn the meeting, by roll call vote. MOTION carried with 5 ayes and 0 nays.

Mayor Skoog adjourned the meeting at 7:28 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, June Catanzarite, Customer Service Rep/Town Clerk Department 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, October 23, 2008. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 12th day of November 2008

June Catanzarite, Customer Service Rep/Town Clerk Dept