

**TOWN OF PRESCOTT VALLEY
REGULAR COUNCIL MEETING
MINUTES
April 11, 2013**

Library Auditorium
7401 E. Civic Circle
Prescott Valley, Arizona 86314

1. CALL TO ORDER

Vice Mayor Tjiema called the meeting to order at 5:30 p.m.

2. ROLL CALL

Present: Vice Mayor Tjiema, Council Member Lasker, Council Member Mallory, Council Member Nye, Council Member Anderson, and Council Member Whiting.

Absent: Mayor Skoog.

3. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

- a. *R. Davis - West. Regional Terrorism Liaison Officer of the Year (PULLED FROM AGENDA APRIL 10)*

4. PROCLAMATIONS

- a. National Volunteer Week

Town Clerk Diane Russell read the proclamation after which Ron Culver, HR Volunteer Coordinator, introduced himself. Ted Johnson introduced Allison Messerly the Library Coordinator with 120 volunteers donating 10,566 hours last year alone. Interim Police Chief James Edelstein introduced Corrine Shaw who works with Gene McFarland coordinating 50 volunteers who donated over 12,000 hours in 2012. Council members recognized and noted the indebtedness owed our volunteers to help our community and the town.

- b. National Library Week

Town Clerk Diane Russell read the proclamation after which Council members thanked library staff for making the library an innovative community resource. Ted Johnson said they are looking forward to the future and honor the people who are here. They will continue bringing whatever they can to improve the quality of their life.

c. Fair Housing Month

Town Clerk Diane Russell read the proclamation accepted by Com Dev Planner Ruth Mayday. Council member Nye said they are proud of all the efforts Mayday makes. Mayday said this proclamation is part of what they do when they put together grant applications so she continues to appreciate their continued support. Council member Whiting said they went through a lot updating the Housing section of the *General Plan 2025* and they should recognize what we do as well as the impact we have because of her efforts.

5. COMMENTS/COMMUNICATIONS

Council member Whiting summarized what the discussions he heard at the April CYFD meeting: approval of an IGA with Prescott Valley; move CYFD meetings to this auditorium to be taped and televised (died for lack of a second on the motion); tax increase due to CYFD budget increase; and consideration of an alternative method to keep the tax flat and reduce the budget at the May 21, 2013 2:00 p.m. meeting at 9601 E. Valley Road. CYFD is looking for public input regarding their budget and tax assessment.

6. MAYOR'S RECOGNITION AWARD

a. *Greg Krzmarzick*

Town Clerk Diane Russell read the Mayor Recognition Award for his Administrator service to the Good Samaritan Society of Prescott Valley. Greg said it has been an honor to serve the seniors for the last 6.5 years. He is moving to Sioux Falls.

7. COMMENTS/COMMUNICATIONS

Council member Anderson thanked everyone in attendance for their patience through the long Community Facilities District meeting.

8. CONSENT AGENDA

a. *Approval of Minutes of March 21 Work Study & March 28, 2013 Regular & Executive Session Minutes*

b. *Approving Accounts Payable for March 16 through March 31, 2013*

Council Member Nye made the MOTION, seconded by Council Member Lasker, to approve all items listed on the consent agenda, by electronic vote. MOTION carried with 6 ayes and 0 nays.

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

a. Presentation by John Munderloh, Water Resources Manager: Prescott Valley's participation in, and activities related to, water resource-related organizations

Water Resources Manager John Munderloh presented a list of the five water committee memberships, the related annual membership dues and purpose of each.

- Groundwater Users Advisory Council (GUAC) - ground water model of the Prescott AMA Yavapai County Water Advisory
- Committee (WAC) - first generation regional model encompassing a third of northern Arizona including the Big Chino Basin
- Northern Arizona Municipal Water Users Association (NAMWUA) - crafted most significant water bill in a decade, HB 2338 Water Augmentation Authorities and statewide communication
- Upper Verde River Watershed Protection Coalition (UVRWPC) - watershed restoration initiative of \$80,000
- Comprehensive Agreement #1 Monitoring and Modeling Committee approved September 2012 with Prescott and SRP and Town, mutual recognition of existing water rights, monitoring and modeling committees, guidelines of operation, fund and fiscal procedures (Prescott is the fiscal agent), money in fund now. A monitoring plan has been developed and field work has begun using the Northern Arizona Ground (NARGRM).

Munderloh presented the significance of participation in these groups noting that some of these groups are more productive than others. The town is a responsible water provider living under the some of the most stringent groundwater rules in this country. There is no future growth without additional water and state approval. Discussion ensued.

*NOTE: Handout attached.

b. Consideration of authorizing the Mayor to sign a letter to the Yavapai County Water Advisory Committee requesting a reduction in membership

Water Resources Manager John Munderloh indicated that this 15 member board was established in 1999 to reduce tensions between the Prescott area and Verde Valley. In 2011 they reached a stalemate regarding the proper use of the Northern Arizona Regional Groundwater Flow Model and a plenary session was called by the Town of Prescott Valley and City of Prescott. Two meetings occurred in March and a number of items came out of those discussions. One: the Board of Supervisors which had 3 members now has 5 members, none of whom chose to sit on the board for a one-year trial period. The WAC Coordinator will be the communication link between the Yavapai County Board of Supervisors and WAC Committee. Yavapai County remains the fiscal and contracting agent for the WAC. The WAC will meet as necessary or at a minimum of 2 times per year rather than monthly. Second: the Verde Valley and Prescott Area will form their own separate committees to address local water issues. The WAC will continue to work on its 3 core missions/issues.

WAC dues are based on a population basis so we paid \$41,578 last year. With the \$130,000 carry over from last year and the WAC only needing \$207,000 this year then the suggested 50 percent reduction in dues across the board would do no harm to the WAC – about a \$20,000 reduction in dues for Prescott Valley this next year. These actions will be reevaluated after one year and adjusted as necessary. This letter proposes that if this 50 percent reduction cannot be agreed upon, that we state that the town intends to terminate its participation on the WAC committee effective July 1, 2013.

Council member Nye commented that she and Munderloh tried to deal with this in the most recent WAC meeting. They were totally unsuccessful. Unfortunately, the newspaper reported that they proposed that no dues be paid when they only asked for a reduction in dues. If the Board had acted according to their mission statement we would not be facing this issue. Council member Nye apologized saying she is offended and embarrassed that we are here. Nye continued with that she cannot look our citizens in the face knowing that we have one more really tough budget year and there is \$130,000 non-allocated in a fund. There isn't any community including the County that cannot benefit from this 50 percent reduction. This is a no harm decision. It is a logical progression of the economic budget realities we are all facing. No one is being blindsided by this.

Council Member Nye made the MOTION, seconded by Council Member Anderson, to approve the letter to the Yavapai County Water Advisory Committee requesting a reduction in membership dues in consideration of its substantial carry-over and focus on core-functions, by electronic vote. MOTION carried with 6 ayes and 0 nays.

c. Consideration of authorizing the Mayor to sign Resolution No. 1829 approving FDP13-001 for Backstreet Mini Storage, AND to sign any agreement under Proposition 207

Com Dev Planner Ruth Mayday commented that on December 8, 2011, Town Council approved a Final Development Plan (FDP11-004) upon the adoption of Resolution 1772 for a proposed outdoor market in the Antelope Meadows Commercial Center. Mr. Lemelson is now going forward with a Backstreet Mini Storage. The Final Development Plan calls for a number of buildings to be constructed as small warehouse/storage facilities that would be rented to the general public. The owner, Larry Lemelson, approached town staff in January of 2013 with a multi-phased plan. The proposed plan offers two building footprints to accommodate the needs of individual users. Plan A is comprised of four (4) 20' x 20' units within a square 40' X 40' structure; Plan B is similar but offers two (2) 20' X 30' units coupled with two (2) 20' X 20' units within a rectangular 20' x 50' building footprint. The interior demarcation of both plans can be altered as necessary for certain users; however, the footprint of the building will not change. This project is sited within the Antelope Meadows Commercial Center, which was annexed to the Town upon adoption of Ordinance 585 on April 29, 2004. At the time of annexation, the land was given the zoning classification of M1-PAD (Industrial; General Limited, Planned Area Development) and a Land Use Designation of Planned Area Development 5-II, which allows for development of area to support industrial and other higher intensity uses. This use is supported by existing M1-PAD zoning and its PAD 5-II designation in the *General Plan 2025*.

Council member Anderson asked whether this project would allow him to have enough signage. Mr. Lemelson of Asset Acquisition LLC and Back Street Mini-warehouses said that signage has always been an issue for them. They propose a 2 x 3 foot sign on each individual unit and one 50 square foot sign on the property. Most of these units will house small business operators that do not require walk in traffic or store frontages. Council member Nye commended him for this way to meet needs. Each mini warehouse will have a 10 foot garage size door and a 3 foot door in a 20 x 20, 400 square foot unit. He will provide sewer, water, trash and internet in the \$400 per month fee. This is a perfect solution for incubator businesses and downsizing. It is their intent to have the opening the first week in June.

Council Member Whiting made the MOTION, seconded by Council Member Mallory, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign Resolution No. 1829 approving FDP13-001, AND to sign any agreement under Proposition 207, by electronic vote. MOTION carried with 6 ayes and 0 nays.

d. Consideration of authorizing the Mayor to sign Resolution No. 1830 approving FDP13-005 for Dick's Sporting Goods, AND to sign any agreement under Proposition 207

Com Dev Planner Ruth Mayday said Dick's Sporting Goods is prepared to do a roll out of their first 35,000 square foot prototype building on an approximately one acre (40,000 square foot) lot adjacent to the existing Sam's Club within the Crossroads shopping center. Rob Schramm with Kitchell said they are excited to have this number one operator in this category coming here. It is a large Fortune 500 company - very sound. They have been looking at the Crossroads site for the last four years and are now stepping up. It has been a difficult five years especially in retail. We are lucky to have them. He is hoping to have the building constructed by mid-September. Will Grinstad, Project Manager for Dick's Sporting Goods, commented they are excited to be here. They intend to begin construction by the end of this month (April) with an opening by mid-October. They anticipate hiring 33 part-time people and 3 full-time people with an additional 24 temporary people for setup of the store.

Council Member Whiting made the MOTION, seconded by Council Member Lasker, to authorize the Mayor (or in his absence, the Vice Mayor) to sign Resolution No. 1830 approving FDP13-005, AND to sign any agreement under Proposition 207, by electronic vote. MOTION carried with 6 ayes and 0 nays.

e. Consideration of authorizing the Mayor to sign ADOH Contract #302-13 for \$440,000 in HOME funds from the Arizona Department of Housing

Com Dev Planner Ruth Mayday stated \$400,000 of the grant award would go to housing rehab and \$40,000 would go to administrative costs. The environmental review period will be done on April 18 and they will be able to start spending the money on April 19.

Council Member Anderson made the MOTION, seconded by Council Member Nye, to authorize the Mayor (or in his absence, the Vice Mayor) to sign ADOH Contract #302-13 for \$440,000 in HOME funds from the Arizona Department of Housing, by electronic vote. MOTION carried with 6 ayes and 0 nays

- f. Consideration of approving an amendment to the engineering agreement for Dava & Associates in an amount of \$60,140.00 for design services of the Viewpoint Drive at Spouse Drive Intersection Improvements, CIP # S168.2

Public Works Director Norm Davis said Viewpoint Drive Connector is a multi-year funded project to ultimately provide connectivity for Viewpoint Dr. from the Town Civic Center to SR 89A. In anticipation of new roadway connectivity between Manley and Roundup, intersection improvements on Viewpoint Drive at both Long Look Dr. and Spouse Dr. will prove beneficial for future traffic mobility. Intersection improvements at Long Look are currently under construction and will be complete by this July 1st. Next fiscal year 2013/14 capital budget anticipates construction funding for intersection improvements at the Viewpoint/Spouse intersection.

Dava & Associates has provided preliminary design for roadway widening improvements at the Viewpoint/Spouse intersection and submitted a cost proposal to complete final design plans. These design services can be completed by an Amendment to the Town Engineer Agreement. Fund balance is available in this year's FY 2012/13 budget line item for the Viewpoint Dr. Connector funded from the one-third cent sales tax as recommended in the 2002 Street Committee Report.

Davis said it is important to complete the intersections first to have the intersections in place before the traffic would begin using that roadway. Davis showed photos of the work underway on Viewpoint and Spouse. The ultimate goal of this project is not to just provide traffic mobility and manage storm water but also to build the linear park which has been in place for a long time.

Council Member Mallory made the MOTION, seconded by Council Member Lasker, to approve the Amendment to the Town Engineer Agreement for Dava & Associates in an amount of \$60,140.00, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- g. Consideration of authorizing the Mayor to sign a funding agreement with the Arizona Department of Housing accepting \$296,084 in Community Development Block Grant funding from the FY 2012 State Special Project funding

Deputy Town Manager Ryan Judy said on November 8, 2012, the Town Council authorized staff to apply for a competitive Community Development Block Grant – State Special Project. This grant is an annual competitive grant open to all “non-entitlement” entities outside of Maricopa and Pima Counties. Staff and Council went through a public participation and evaluation process and Council directed staff to apply for approximately \$300,000 in funding to install curb, gutter, & sidewalk on Loos Drive from Robert Rd to Hoffman and to complete drainage improvements and street widening along the remaining Mountain Valley Park frontage. The Town was informed that it was selected as a funding recipient for the full amount requested to construct this project. The awarded \$296,084 amount will fund expenses for Loos Drive Phase 3 that will include a sidewalk on the north side of Loos Dr between Robert Rd and the Acorn Montessori School and continue the drainage improvements on the south side along the Mountain Valley Park frontage. There are no matching dollar requirements. Phase 2 is in the planning stages and will continue these improvements through Ranger Rd. Phase 2 should be

ready to go out to bid the first of May with construction starting in June. Council member Whiting said he is always happy to see our tax dollars come back to our community in the form of federal funding.

Council Member Whiting made the MOTION, seconded by Council Member Nye, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign a funding agreement with the Arizona Department of Housing accepting \$296,084 in Community Development Block Grant funding from the FY 2012 State Special Project funding round, by electronic vote. MOTION carried with 6 ayes and 0 nays.

h. Consideration of approving a budget transfer in the amount of \$37,292.56 from the Town Contingency Fund for the purchase of PVPD ballistic vests

Interim Chief Edelstein said this request is for funding to buy 18 protection vests total - 15 for the officers, 2 for canine units and 1 for the SWAT medic. The concealable body armor that he wears is purchased through federal ballistic vest grant funds which cannot be used to purchase this type of vest. Over the last 3 or 4 years the federal grants have been reduced by about two thirds. They are asking Council for approval of the use of contingency funds to properly outfit their personnel with new vests.

Council Member Mallory made the MOTION, seconded by Council Member Anderson, to approve this budget transfer in the amount of \$37,292.56 from the Town Contingencies, as outlined in the Fiscal Analysis, by electronic vote. MOTION carried with 6 ayes and 0 nays.

10. COMMENTS FROM THE PUBLIC

No comments were forthcoming.

11. ADJOURNMENT

Council Member Anderson made the MOTION, seconded by Council Member Mallory, to adjourn, by electronic vote. MOTION carried with 6 ayes and 0 nays.

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, Diane Russell, 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, April 11, 2013.

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

Dated this April 16, 2013

Diane Russell, Town Clerk

HANDOUT (John Munderloh, Water Resources Manager)
Town of Prescott Valley
Water Committee Membership and Expenses

Water Group	Authority for Enactment	Annual Cost
Groundwater Users Advisory Council	ARS §45-420	Indirect payment through pump tax - \$10,517 in 2013
Yavapai County Water Advisory Committee	Yavapai County Board of Supervisors Resolution 116, 1999 (Amended, 2007) Intergovernmental Agreement (IGA), September 2000	\$41,578 - Membership Dues
Northern Arizona Municipal Water Users Association	Intergovernmental Agreement, 2002	\$3,061 - Membership Dues
Upper Verde River Watershed Protection Coalition	Intergovernmental Agreement; June 6, 2006	\$44,000 - Membership Dues
Monitoring and Modeling Committees	Comprehensive Agreement #1, September 2012 (with Salt River Project and City of Prescott)	\$3,644 - FY 2013 \$203,000 - FY 2014
Total		\$102,800 FY13 \$302,156 FY14

Highlights of significant activities since the last Council update in April, 2012:

Groundwater Users Advisory Council (GUAC):

- Update of the Prescott AMA Groundwater Model determined that previous estimates of natural recharge to the Prescott AMA were approximately 20% low in previous estimates. This model is a Fourth-Generation model that has been in development since the early 1990s.
- Work continues on the Fourth Management Plan for the Prescott AMA.

Yavapai County Water Advisory Committee (WAC):

- Examined the Northern Arizona Regional Groundwater Flow Model (NARGFM) by the USGS and determined that the model has several key deficiencies in the Upper Big Chino area, including allocation of recharge, consideration of high-water table grasslands (phreatophytic conditions), and consideration of structural influence of the Playa Formation (aka Clay Plug). The NARGFM is a First-Generation Model.
- The WAC has also put considerable effort in the examination of its function and organization as requested by the Town and City of Prescott Councils. Information related to this effort is provided in a separate agenda item.

Northern Arizona Municipal Water Users Association (NAMWUA):

- Supported crafting of a water bill – HB 2338, Water Augmentation Authorities. Bill has been deferred until next session pending concerns raised by Yuma-area agricultural interests, Arizona Cattle Growers and the Sierra Club.

Upper Verde River Watershed Protection Coalition (UVRWPC):

- Received a grant for the Watershed Restoration Initiative, created a Restoration Task Force and is busy developing a Restoration Plan
- Provides regional water conservation information and outreach through Water Smart

Comprehensive Agreement #1 (CA #1) Monitoring and Modeling Committee:

1. CA #1 was approved at a Joint Session of Town and City of Prescott Council on September 19, 2012.
2. Committee and Committee Guidelines of Operation initiated
3. Fund and Fiscal Procedures established (Prescott is Fiscal Agent)
4. Money transferred into Fund
5. The Monitoring Committee is implementing the Monitoring Plan with technical assistance from USGS and ADWR. The Monitoring Plan is conceptual and requires additional detail. Field work for site evaluation of monitoring equipment will begin in April
6. The NARGFM model is an integral part of the Monitoring Plan design work – it is being used to determine the best locations for monitoring equipment. The NARGM is also being planned as the basis for more detailed modeling.