

**TOWN OF PRESCOTT VALLEY  
REGULAR COUNCIL MEETING  
MINUTES  
April 25, 2013**

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

1. CALL TO ORDER

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

2. INVOCATION - Pastor Charlie Hail, Prescott Valley Nazarene Church

Pastor Hail gave the invocation.

3. PRESCOTT VALLEY POLICE DEPARTMENT COLOR GUARD PRESENTS COLORS

Prescott Valley Police Department Color Guard posted the flags.

4. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was said in unison.

5. PRESCOTT VALLEY POLICE DEPARTMENT PROMOTION CEREMONY - SGT. MIKE MORRIS

Mayor Skoog gave the Oath of Office to Officer Mike Morris. Interim Chief Edelstein called forth Mrs. Shea Morris to pin the sergeant's badge on Mike's uniform. Edelstein and Lt. John Woods extolled the virtues of Officer Morris who is being promoted to Sergeant after his 12-year career with the police department. Each of Mike's family spoke about their pride and love for him.

Council members thanked him for his dedication and service to the community, congratulated him on this milestone in his career and reiterated their admiration and pride for the Prescott Valley police officers.

Morris introduced and thanked the additional family and friends in attendance for coming, as well as the PVPD for giving him this opportunity.

6. RECESS FOR REFRESHMENTS

Mayor Skoog called for a brief recess in recognition of Sergeant Morris's promotion.

7. RECONVENE

Mayor Skoog reconvened the meeting.

8. ROLL CALL

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

9. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. Chamber of Commerce

Gloria Grose representing the Chamber, introduced Jamie DeForge of Edward Jones located at Florentine and Robert Rd. They are a full service brokerage firm and he talked about the additional services they provide. Paul McCauley was introduced by DeForge as a new colleague soon to open an office in PV.

b. Student of the Month, Isaac Delamater

Council member Whiting introduced Rotary Club and Bradshaw Mountain High School Student of the Month Isaac Delamater for his academic and volunteer efforts. He is a member of DECA, the honor society, and is salutatorian for his class. Court Miner, Principal of Bradshaw School said Isaac is very involved in his school and the community. Student of the month is nominated by the teachers who recognized him as a leader. Isaac thanked everybody for this award after which he introduced his family in attendance. He was awarded a Certificate and a paper weight to commemorate this day.

10. PROCLAMATIONS

a. Youth Week

Town Clerk Diane Russell read the Youth Week proclamation.

b. Nurses Week

Town Clerk Diane Russell read the Nurses Week proclamation. John Amos of YRMC introduced their Chief Nursing Officer Susan Briscoe and noted that nurses are the heart of their organization working 24/7. Susan thanked everyone for the recognition of all the nurses. Michael Berlowe Director of Nursing for the Good Samaritan Society said it is an honor to be a part of tonight's program stating that theirs is a very rewarding job. Pamela James, Director of Outpatient Nursing for West Yavapai Guidance Clinic thanked everyone for this honor on behalf of the psychiatric nurses. Rhonda Kyanko, Director of Nursing for Mountain Valley

Rehabilitation Hospital said they are honored to be receiving the proclamation and are thankful for the support of the council the six years they have been in Prescott Valley.

Council member Nye said she worked in the medical field most of her career and said council recognizes the differences that nurses make and challenges they rise to every day. Council member Whiting added that we are thankful for all these medical resources in our community.

*c. Mental Health Month*

Town Clerk Diane Russell read the Mental Health Month proclamation after which it was presented to Tina Blake, West Yavapai Guidance Foundation Development Coordinator and Barbara Barker member of the West Yavapai Guidance Board. Blake thanked the council for the support and announced the 'Pathways to Wellness' theme for this month and that they will be holding a benefit concert in May to support mental health awareness. Barker gave a little personal background information as a graduate of the treatment center and said how grateful she is to have it available to her.

Council member Nye said the public doesn't recognize how large the footprint of this organization is in Prescott Valley. We are blessed to have them here to serve the citizenry here who have that need. Council member Whiting commented that West Yavapai plays a big part in providing services to those who need them.

*d. Arbor Day*

Town Clerk Diane Russell read the Arbor Day proclamation after which it was presented by Mayor Skoog to Parks and Recreation Director Brian Witty. Witty expressed his appreciation for this and announced that from 10:00 a.m. until noon tomorrow Acorn Montessori students, Mountain View Elementary and AAEC high school students will be in Tonto South Park planting trees and going through some tree education with prizes and awards. Saplings will be given to those attending in celebration of Arbor Day. Prescott Valley will also be receiving the Town's eighth annual Tree City USA Award. Prescott Valley is 1 of 3,400 communities in the nation and 1 of 22 in the state receiving this award. Prescott Valley will also be receiving its second Tree City USA Growth Award.

*e. Municipal Clerks Week*

Vice Mayor Don Tjiema read the proclamation after which it was presented to Prescott Valley Municipal Clerk Diane Russell. Russell thanked Mayor and Council for this honor after which Mayor Skoog expressed his appreciation for her service to the town and encouraged Russell to keep up the good work.

*11. COMMENTS/COMMUNICATIONS*

*a. Intergovernmental Agreement with Central Yavapai Fire District*

Town Manager Larry Tarkowski said the Town worked on an agreement with CYFD offering this facility to hold their meetings. The Town rents out the auditorium and/or lets governmental entities reserve this room for meetings. Some of the CYFD Board had expressed a desire to move to a more public and accessible building so that their meetings would have the benefit of a greater audience. So this facility was offered to them along with our Channel 15 crew for recording and web streaming of those meetings. The CYFD Board suggested this be done through an IGA rather than a more informal reservation arrangement. Along with use of the facility the Town offered recording of, and web streaming of, those meetings, and the use of our Channel 15 crew. A \$2,000 annual fee was proposed to offset the costs to provide those services. The CYFD Board failed to approve that IGA at their last board meeting where the motion died for lack of a second. Their minutes reflect that there was concern about the \$2,000 fee. A Council member suggested to him that the fee be dropped and he should discuss it with Council as it important that we see how the property tax dollars are being spent in our community. This is Council's opportunity to direct staff to maintain the \$2,000 fee or suggest any modifications to the IGA that they believe are appropriate. Mayor Skoog commented that the IGA was not included in the packet so they have not had the opportunity to read it.

Steve Rutherford who is present tonight representing the CYFD Board said that several months ago he proposed to Channel 15 staff an agreement to move forward with this IGA. At the CYFD special meeting held on April 2 (from which he was absent) that idea died for lack of a second on the motion made by Board member Horton. He is appreciative that Council is revisiting this. The two issues raised at the board meeting were the cost (may not be an appropriate use of taxpayer money) and a concern about getting bumped from the location on a week's notice due to a conflict of scheduling of the room. He feels a week's notice is fair and appropriate as other provisions can be made such as moving to the court room or another room. If necessary, Channel 15 could move to the CYFD center where the meetings are currently held. He feels there are good resolutions to those concerns and pleased that the Town is addressing this issue of transparency and helping other governmental entities to hopefully provide that transparency.

Council member Lasker recommended a full commitment to waive the fee and to the reservation for the block of time needed for CYFD meetings. Tarkowski clarified that would be doable if we could get a six month notice of when their meetings are. We schedule council meetings for a 12 month period. There has been a great deal of movement of meetings at CYFD and special meetings called. For example, if the room is already reserved by the PD for training we are not going to bump 300 people from all over the state to go ahead and listen to a speaker here. That is why that clause is in the IGA. As long as we have plenty of advanced notice of a meeting, absolutely it will not get bumped. Lasker added that regularity of meeting dates/times are key to any organization. Tarkowski added that periodically even a regularly scheduled meeting gets bumped.

Council member Mallory questioned whether we charge other municipalities who want to use this facility? Tarkowski responded that we have not had a request from another municipality to use it. We have had the MPO and he doesn't recall whether there is a charge or not. Typically there is no cost to other governmental entities unless there is a cost over and above the normal meeting, such as televising the meeting. Mallory commented that she wants to ensure

consistency across the board of facility users so that a precedent is not set with CYFD regarding charges.

Council member Lasker added that this is us not just anybody else. This is for our citizens, this is our fire department that protects our citizens. It is not like we are renting it out to any other kind of organization so whatever our normal policy is that we should waive that for this group.

Rutherford doesn't know of any reason why the board could not give advance notice of its meetings. He qualified that the CYFD Board did not sanction him to be here tonight. Recently the Board did take action to change the meeting time and days to the third Tuesday of every month at 2:00 p.m. to accommodate holiday and availability of the room schedules.

Council member Anderson responded to Mallory's comment that the key difference is that the CYFD is a taxing authority. As such the residents are entitled to see and hear how their tax dollars are being spent in a public meeting. MPO is not spending their tax dollars directly. There is a distinct difference on whether the Town charges for the use of this facility. If a civic organization wants to use this building, he thinks they will pay for the use of this building and thought it appropriate to do so. He also feels it is appropriate to waive the fee for the CYFD Board in the interest of our citizens.

Council member Mallory said she doesn't have a problem with the citizens seeing what is going on. Her concern is that if we waive the fee for CYFD she wants to make sure that it is not being done just for them. That wouldn't be fair.

Tarkowski said the HUSD fees were also waived in the past. HUSD now rotates meetings between the schools but Channel 15 staff does go to those locations to record them. Council member Nye said reciprocity is involved with other municipalities. For instance Prescott doesn't charge this municipal entity for use of their facility. Most of the charges are for outside groups.

Vice Mayor Tjiema asked Rutherford if \$2,000 was really that big of a pinch on the overall budget. Rutherford responded that \$2,000 is not a big pinch for CYFD in his opinion. The CYFD budget proposed at the April 2 meeting was for over \$18 million.

Council member Whiting said he agreed with Lasker that the availability of these resources should be something that we want to share and let other people utilize as well. We want to take this opportunity to collaborate more with CYFD plus provide the public accountability and transparency in terms of how they conduct business like we conduct our business. This is something the public wants to know and understand - how CYFD works in the Town of Prescott Valley.

Rutherford responded to Council member Nye that there is nothing that he is aware of that precludes CYFD having this conversation again. It is just a matter of a Board member requesting that it be done. He is happy to do that as he is fully supportive of the transparency effort.

Tarkowski will notify CYFD that the fee will be dropped in a modified IGA. If there is any rescheduling that would have to be made for some conflict, we will offer to send our Channel 15 crew to another site to video/audio that meeting so that it could be web streamed.

Council member Anderson said people who do not have computers/internet access can view the meetings on the library computers or attend the meetings in person or make a public record request of the meeting. Tarkowski confirmed for Rutherford that a link from the Town to CYFD website is still a part of the IGA.

Vice Mayor Tjiema added that the issue is not who has cable - the issue is transparency in CYFD meetings. Tarkowski said he would make the modifications to the IGA and if CYFD does approve this it will come back to council for approval at some point in time.

b. Council member Mallory announced to everyone that on April 30 at Abia Judd School in Prescott, Ken Bennett will be speaking about the condition of education in our state at 6:00 p.m. Please take the opportunity to attend as the education of children is all of our responsibility.

## 12. CONSENT AGENDA

a. *Approval of Minutes of April 11 Council & April 18, 2013 Work Study meetings*

c. *Department Reports*

d. *Financial Report*

e. *Investment Report*

f. *Approving Accounts Payable for April 1-12, 2013*

Vice Mayor Tjiema made the MOTION, seconded by Council Member Whiting, to pull item (12b.) for discussion and approve all remaining items on the Consent Agenda, by electronic vote. MOTION carried with 7 ayes and 0 nays.

b. *Accepting a surcharge per course enrollment from NCU in the approximate amount of \$50,000 as required by their 2004 Development Agreement with the Town*

Vice Mayor Tjiema pulled the item for discussion about where the funds will be used. Tarkowski provided a history of, and projects funded, by NCU. The Town entered into a development agreement with NorthCentral University on March 25, 2004, for providing services to the campus location of its new facility, including extension of a road and utilities to the site.

As part of the 10-year development agreement, NorthCentral is required quarterly to submit to the Town a \$2 surcharge per course enrolled. The agreement states that the Town and NCU shall decide mutually how best to program these funds. In the past they have funded the YRMC Birthing Center, Virtual Reality Room and collection enhancement at the library, plus the

YRMC Breast Center. This agreement expires in March 2014. After receiving a proposal from the Town, NCU has agreed to donate to the following projects:

- \$25,000 to the Centennial “Not So Gentle Tamer” statue to be placed near the intersection of Lakeshore & Lake Valley
- \$15,000 to the 2013 Healing Field, a memorial of 3,000 flags to honor those lost on 9/11
- \$10,000 to plant additional trees on the Civic Center Campus

This program will have a life after this agreement expires as a balance of roughly \$250,000 is still available providing funding for about another five years after this. The funds can be targeted for specific projects that may be brought forward with an overall benefit to the Town.

Vice Mayor Tjiema made the MOTION, seconded by Council Member Whiting, to approve the donation, by electronic vote. MOTION carried with 7 ayes and 0 nays.

Council member Nye announced that the “Not So Gentle Tamer” was cut into eighteen pieces to be bronzed beginning this morning. Hopefully it will be finished by the end of May.

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

a. Consideration of re-appointing Darlene Packard as citizen board member on the Personnel Board to a term ending April 25, 2015

Vice Mayor Tjiema commented that Darlene Packard expressed an interest in serving on the Personnel Board again. Council members Lasker and Nye thanked her for her work and service to this community. She was thanked for her service on the board already.

Vice Mayor Tjiema made the MOTION, seconded by Council Member Whiting, to reappoint Darlene Packard as citizen board member on the Personnel Board to a term ending April 25, 2015, by electronic vote. MOTION carried with 7 ayes and 0 nays.

Darlene commented it is her honor and privilege to serve the community.

b. Consideration of re-appointing John Duke as citizen board member on the Personnel Board to a term ending April 25, 2015

Vice Mayor Tjiema, Council members Lasker and Nye thanked John Duke for making himself available to serve on the Personnel Board. Council thanked him for being available to the Town.

John said he is grateful for this as it gives him an opportunity to give back to the great Town of Prescott Valley. He has enjoyed his time on the Board. Council member Whiting added that John came on the Board at a very significant time for the Town.

Council Member Nye made the MOTION, seconded by Council Member Whiting, to reappoint John Duke as citizen board member on the Personnel Board to a term ending April 25, 2015, by electronic vote. MOTION carried with 7 ayes and 0 nays.

c. Consideration of re-appointing Ryan Judy as an exempt employee member on the Personnel Board to a term ending April 25, 2015

Vice Mayor Tjiema commented that Ryan Judy is an exemplary employee and we can certainly use him on the Personnel Board. Council members Lasker and Nye agreed that he should be reappointed.

Council Member Nye made the MOTION, seconded by Council Member Whiting, to reappoint Ryan Judy as an exempt employee member on the Personnel Board to a term ending April 25, 2015, by electronic vote. MOTION carried with 7 ayes and 0 nays.

d. Consideration of re-appointing Richard Parker as an exempt alternate employee member on the Personnel Board to a term ending April 25, 2015

Vice Mayor Tjiema said Richard Parker is another good employee stepping up to serve on the Personnel Board. Council members Lasker and Nye agreed he should be voted in.

Vice Mayor Tjiema made the MOTION, seconded by Council Member Lasker, to reappoint Richard Parker as an exempt alternate employee member on the Personnel Board to a term ending April 25, 2015, by electronic vote. MOTION carried with 7 ayes and 0 nays.

e. Consideration of approving an agreement with Granite Basin Engineering, Inc. to provide professional design and construction administration services in the amount of \$45,000 for the 2nd Street Waterline Installation Project, CIP # W352

Utility Director Neil Wadsworth said a new water line would be located on 2nd Street from Ace Hardware east to near the NAPA Store. The Town does not currently have a water line on 2nd Street so all the businesses are served either from the water line on 1st Street or south of 2nd Street. This water line will provide more inter-connectivity and provide more fire hydrants/protection in that commercial area and provide some flexibility for property owners in the areas. If owners of some of those lots facing both 1st and 2nd Streets want to split those lots in the future they don't have to worry about getting water. The properties facing 2nd Street won't have to come through an easement or something off of 1st Street. Seven hydrants will be added to arrive at more consistency with commercial development (around 400 feet). This is a \$200,000 construction project plus a \$45,000 fee for engineering services for the design and construction period services.

Ben Husan with Granite Basin Engineering said the seven hydrants will be placed with two on 1st Street, two or three on 2nd Street and another one on 3rd Street. This will provide a loop system with no dead ends.

Council Member Nye made the MOTION, seconded by Vice Mayor Tjiema, to approve an agreement with Granite Basin Engineering, Inc. to provide professional design and construction administration services in the amount of \$45,000 for the 2nd Street Waterline Installation Project, (CIP # W352), by electronic vote. MOTION carried with 7 ayes and 0 nays.

f. Consideration of approving the proposed application for the Lowe's Charitable and Educational Foundation (LCEF) Grant for Tonto North Park neighborhood playground

Parks and Recreation Director Brian Witty said they have gone through a pre-application process with the Lowe's Store Manager in Prescott. The application for funding can range up to \$50,000, but are finding the most success in the \$25,000 range. The Town has an open site on North Tonto Park for a playground which could be funded by this grant along with in-kind staff services, volunteer services and contributions from the community. Progress with this project will be contingent upon success with this grant application to be submitted at the end of this month. The playground equipment to be installed is designed for children age 12 and under.

Council members Nye and Whiting stated that the fact that the Town is providing a safe place with upgraded equipment will make the residents in the area very happy. Nye continued that she sees this in-kind opportunity to bring this neighbor together to create a pride in them. Council member Lasker state that parks really do unite neighborhoods and neighbors.

Council Member Lasker made the MOTION, seconded by Council Member Whiting, to approve the proposed application for the Lowe's Charitable and Educational Foundation Grant for Tonto North Park neighborhood playground, by electronic vote. MOTION carried with 7 ayes and 0 nays.

14. COMMENTS FROM THE PUBLIC

Marty Grossman announced that he drives by the underutilized Tonto North Park every day and feels this project will be a tremendous asset to the neighborhood.

Regarding last week's field trip out to the shooting range, when he went through the PVPD Citizens Academy they went through where the SWAT officers have to stand to practice 100 yard shots. Basically this is from across the road making them fire across the road over current places where people could easily be walking. The safety factor alone was tremendous. Now with the dedicated eight lane 100 yard shooting range, the SWAT officers will get better training and will be able to set up better tactical and operational practice. The community will be a much safer community and the range will be a much safer place for them to practice. He was thankful that he was able to see it. As Past President of the Police Foundation he is glad to see our officers are being made safer for this.

15. ADJOURNMENT

Council Member Mallory made the MOTION, seconded by Council Member Whiting, to adjourn the meeting, by electronic vote. MOTION carried with 7 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 25, 2013.

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

Dated this May 2, 2013

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Diane Russell, Town Clerk