

**TOWN OF PRESCOTT VALLEY
WORK STUDY MEETING
MINUTES
June 20, 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. Roll Call

Present: Council Member Whiting, Mayor Skoog, Council Member Grossman, Council Member Mallory, Vice Mayor Nye, and Council Member Marshall.

Absent: Council Member Anderson.

6. Presentation and Discussion regarding PVEDF and a 3-year agreement

Gary Marks distributed a packet of Prescott Valley Economic Development Foundation publications (PVEDF), direct mailers, site specific publications, a list of trade shows either participated in or attended and a regional Labor Availability Report that are used for commercial marketing purposes. Marks highlighted many of the marketing efforts and accomplishments of the past few years. Marks responded to Council member Grossman that skilled labor comes from the study by Pathfinders who compiled the report. (Quad City, Arizona Area Labor Availability Report attached to minutes) Pathfinders does telephone and on-sight interviews talking with employers to find out if the skill set fits the work that they are doing. Nobody has 100 percent of that data about what that skill set really is. Each company has a different level of requirements of skill sets. Within the targeted area there is a new comparative analysis being done by CDRE that will provide an analysis about the different sectors of industry that our region can be made more attractive and competitive for. Grossman explained that his concern was that a company might come here and bad mouth the town after finding that the skill set they need is not available.

Vice Mayor Nye said that Yavapai College provides education to existing and prospective employer's employees. Marks replied to Council member Mallory that typically a panel of existing employers meet with a prospective employer to answer any of their questions.

Town Manager Larry Tarkowski stated that Gary has understated PVEDF's role which is to we retain the jobs that we have here already.

Council member Nye commented that they are very well aware of what he is doing and how important it is for us to look at this as a regional economic development market. Marks clarified

that regional economic development is when a business is looking at expansion or coming into an area. These businesses do not see just the individual towns. They are looking at a 'regional' market including the labor that it can draw from regionally typically within a 30-minute commute time. The region looks at the regional assets to attract them and bring more business and industry. Each of the communities packages their best assets that will meet the needs of that business .

Greg Fister said the Town of Prescott Valley has been under contract with PVEDF since 1996. Next week council will have the opportunity to approve the fourth multi-year contract which is the same as the last three years. There is no increase in funding, no change in the number of jobs that we would like to see come in and funding is \$150,000 first year – a 25 percent decrease from our highest funding back in 2007-08, due to the economy. The second and third year will be based on the town's budget allowing flexibility year to year. Lockheed Martin, Superior Industries etc. is what justifies this contract, added Vice Mayor Nye.

3. Presentation: Prevent Child Abuse

Prevent Child Abuse Representatives Kena Vanderpool and Kathryn Chapman talked about building a Family Support Center at the site of the old Town Hall/Library. In 2008, they got a 15-year lease and are now developing a 'one-stop shop' to serve Yavapai County. In the old Town Hall is the Yavapai Family Advocacy Center of which Kathryn Chapman is the director. They held a ribbon cutting for the over 14,000 square foot building that houses the Department of Economic Security in 2009 (now over 22,000 square feet) and then they built their corporate headquarters with a ribbon cutting in March, 2013.

Chapman expressed her appreciation for Council taking the time to hear her talk about the Yavapai Family Advocacy Center which is located at the corner of Bob Drive and Yavapai. She showed slides of the remodeled building exterior and interior making it as victim and child focused as possible. Their mission is to assist victims of interpersonal crimes by reducing trauma, ensuring a thorough investigation and enhancing prosecution through multi-disciplinary team response. They provide advocacy, mental health services, medical services, support law enforcement and CPS and work with the Yavapai County Attorney's Office to hold offenders for these types of crimes. They are a Nationally Accredited Child Advocacy Center serving all of Yavapai County using the same best practices that are seen nationwide. They served 393 individuals in 2012, 165 of them children and 228 adults (mostly parents). An average 415 individuals are served per year. They see many child physical abuse and neglect issues with child sexual abuse being the largest abuse typically at the hands of a family member. They also help domestic abuse victims, elder abuse and some stalking and harassment. The multi-disciplinary response team of law enforcement, Yavapai County Attorney, Child Protective Services, medical and mental health professionals all work together to hold the offenders accountable. They do about 155 forensic interviews a year on average with about 88 percent of them being children from age 3 up to adults. It can cost up to \$3,400 at the emergency room to have the exams done. It is only \$675 for their acute exams and \$400 for chronic exams at their facility. They also provide mental health counseling, grieve recovery therapy, solution focus therapy and crisis counseling and personal advocacy. They help with orders of protection and support groups, education and resources. The two Victim Advocates unite to investigate and offer care. The

reported outcomes show 92 percent of the victims reported increased knowledge and understanding of violence, abuse and neglect and its effect in their life. Safety outcomes are high so they know they are providing some valuable services. One hundred percent of the victims reported increased knowledge of community resources and ninety-eight demonstrated how to continue their personal safety. If they can get to a victim right after an incident this reduces the life-long consequences that they will have on them. It will stop the symptoms of abuse later on when they become teenagers or young adults. She welcomed everyone to visit the facility at any time to see it. They also do mandatory reporting to all schools and day care centers helping them understand what child abuse is, what physical and sexual abuse, neglect and emotional abuse looks like so they are more likely to make reports to CPS about this. They are very active out in the community educating folks about these issues. The 2013 budget is \$259,230. They receive additional funding through grants, national organizations, foundations, PANT, cities and towns with \$6,000 from PV based on population.

Council member Nye commented that she was a volunteer at one time and abhors the need for this but feels we are truly blessed to have them here. She has seen this process and experienced it firsthand. She is grateful that they are still funded and that they are there for the victims. She thanked them for maintaining the quality. Council member Marshall said what they do is pretty awesome. Council member Whiting said he has visited the facility many times and it is a unique one-of-a-kind resource in our community.

Chapman said a person referred to the facility may be there 4-6 hours depending on whether they wish to pursue counseling or become active in support groups or meet with a victim advocate. It is their choice. They work with the TIP program on a variety of things – child abuse response team and being a part of the victim response.

Council member Mallory thanked her, saying she could not imagine not having them here to respond to a victim's needs, especially children. Council member Grossman called the program incredible and applauded them for the work they do and bring to the community.

4. Presentation: CASA Senior Center

Mary Wise and Betty Robinson introduced a few Central Arizona Seniors Association (CASA) Board members who were in attendance Richard Ken, Carol Mason and Mona Rapsobor. Robinson thanked Council for their support throughout the year. Robinson has been with CASA 15 of its 30 years in existence. Mary Wise is her partner. CASA is an adult activity center and offers the Meals on Wheels program. Their budget has grown over the years from \$100,000 up to \$500,000 now. Originally the membership was less than 250. It is now over 900. Their motto is "Seniors are Not in the Way, They Made the Way". The Meals on Wheels program was taken over by CASA four years ago. They have served over 10,400 meals during the first five months of this year some of it to Meals on Wheels the other to in-house diners. They drive over 6,000 miles a year delivering Meals on Wheels and donate over 2,000 volunteer hours. Seventy of the CASA members are over ninety years old. Socialization is important to their clients and a big part of their mission. The drivers are vetted, know the clients through the Meals on Wheels programs and readily realize a problem with one of them. Wise said they offer general exercise classes, balance classes in July and August, card games, dancing - something going all the time.

Bingo on Tuesday and Saturday and their gift shop are their fund makers. They have a food room supplied by the grocery stores and warehouse stores provided for the members and then opened to the public. They also have the Prescott Valley Emergency Food Bank. A four-course well balanced nutritious lunch is available for \$2.50 and special days have entertainment 11:30 to 12:30.

Council member Grossman said they have a great program. Council member Mallory agreed and noted that they reach out to each other and socialize. Council member Nye added CASA is a "Point of Pride". Mayor Skoog said the Meals on Wheels program has really improved since CASA took it over. Robinson added that art classes are taught by 3 artists every week which has really taken off and they are doing some great work. Membership is \$25.00 per year for anyone over 18 years of age.

5. Presentation: Yavapai County Humane Society

Ed Boks thanked Prescott Valley for its support saying that our whole region is now considered the safest area for pets for the lowest euthanasia rate in the United States. Boks said they may be the only contract vendor that the Town has that is working very hard to put themselves out of business. One of the ways they want to do that is they recently got a grant from a couple of foundations to purchase 10 microchip scanners to help locate lost animals. Each animal they adopt out is micro chipped. When an animal gets lost often times the first thing that Animal Control does is bring the animal to the shelter where it is held for several days. Just caring for the animals is a lot of the cost. If the animal can be scanned while still in the field they can take it directly home and the animal never suffers the trauma of an animal shelter experience and the Town doesn't have to pay for the cost of the impound and care of that animal. Every Friday they micro chip about 100 animals. Boks presented the micro ship scanners to Interim Chief James Edelstein. The micro chip program is detailed on the Humane Society website for those interested in knowing more about it.

7. Discussion regarding the Governor's Office of Energy Policy Sunshot Initiative: Rooftop Solar Challenge Grant

Kim Moon and Ruth Mayday said this is a two-phase grant program which will ultimately be a three phase project. This was funded on a competitive basis with the US Department of Energy. In 2011, the federal government issued a Funding Opportunity Announcement for the Sunshot Initiative: Rooftop Solar Challenge Grant. Once the RFP went out they were asked to join in due to previous success in implementing some commercial and residential solar/photovoltaic projects. For Phase I they partnered with the Governor's Office of Energy, the City of Flagstaff, the City of Tucson and ASU. The purpose of the program was to actively participate on a committee to influence solar policy issues that currently exist on a nationwide basis. The objective for the first part was to reduce the soft costs associated with solar, reduce barriers to home owners and businesses that want to take advantage of solar or photovoltaic installations in reducing their energy costs.

Because the minimum population threshold was 500,000 persons, the State of Arizona coordinated one (1) grant for participating municipalities and other political subdivisions across

the state. The Governor's Office of Energy Policy (GOEP) will be taking the lead in applying for Phase II as well; a supporting Letter of Intent has been submitted. Additionally, the GOEP has indicated that they would like Prescott Valley to continue to coordinate efforts in the Quad-city area.

The purpose of Phase I was to address issues with permitting and interconnection processes, net metering and interconnection standards, financing options, and planning and zoning issues.

Interconnection was one of the sticking points statewide and that is one of the reasons they were glad they were participating as much of the emphasis was on the soft costs. This is one of the areas that slows the process down and costs money. The committee is working with a lot of the localities and utilities to resolve these issues to get the process sped up.

Prescott Valley does not offer financial assistance similar to that offered by the City Phoenix's Solar Phoenix program. The only way the quad city area could do that is if we all went together. However, there are enough private sector opportunities for people to get financing that staff felt that is not something the Town needs to undertake.

State law precludes prohibitions on solar installation on rooftops. The only thing they can change is height issues with ground mounted solar panels, but those are a very small portion of the installations in Town. The committee is arguing for some rather aggressive model codes that she doesn't believe fits the needs in this community as we have some good planning codes in place to handle this. The community seems to be taking full advantage of the solar opportunities and pursuing it through zoning is really the way to promote it. In 2012, the Town issued 78 residential solar permits and 6 commercial solar permits. In 2013, the Town issued 51 residential solar and 1 commercial solar permits to date.

Because of the success the committee had with Phase I, Phase II is the next competitive round they have applied for. They are to make subsidy-free solar energy cost competitive with conventional forms of energy by the end of the decade. Soft costs currently make up 30 to 40 percent of installation costs and are a challenge to reduce. Phase II is \$12 million in funding nationally. By participating in this they hope to make some software upgrades to offer on-line solar permitting. The application proposes that IK Consultants work with participants in implementing an online permitting process. The Town of Prescott Valley has a long standing relationship with IK Consulting and anticipates that the Town will receive benefits in excess of the 10% in-kind contribution of staff time, which is anticipated to be \$9,000. Arizona has teamed up with Nevada and a couple of other jurisdictions and utilities to move the program forward. This is an opportunity for Prescott Valley to test the online permitting and plan review on a small scale prior to investing capital in a wholesale revamping of the permit process and keep Prescott Valley at the forefront of developing programs and show we are ready to meet the challenges and opportunities of the 21st century.

Mayday explained to council that a market barrier is something that is slowing down the process of getting into a market such as a municipality that is really slow in issuing permits or that charge extra for plan review because it is solar it takes it a lot longer to get processed. The purpose of this is to bring down the soft costs because the hard costs (actual panels etc.) have come down

greatly over the past five years. These are the delays with APS and other utilities for interconnectivity and the associated costs of the same.

Kim Moon added that solar vendors offer financing programs through their own businesses and we are working toward making it easier and understandable for homeowners to get solar panels if they so desire

Council member Whiting questioned how many people buy something off the shelf versus going to a company that does this for them and how does that reflect in the soft costs that the committee is trying to reduce. Mayday replied that she does not think they have ever issued a do-it-yourself permit. A permit would be involved either way as electricity is involved requiring inspections.

Council member Grossman commented that he has personally been interested in getting solar and wind energy. With 12 panels it would only provide 28 percent of the electricity he needs. The costs of it were prohibitive and he would never see a return on his investment. After pricing it, he sees it as being unaffordable to the homeowner. He stated that he is surprised that Arizona hasn't gotten in on this much earlier.

Moon responded that Arizona is a good opportunity for sunshine solar panels in the state. Unfortunately, a lot of the incentives and tax breaks are no longer available that were a few years ago. There is an opportunity for net metering to sell the energy back to APS.

Council member Whiting questioned how they arrived at the amount they are awarded. Moon said participation of staff time (\$9,000) is based on the recommendations from the Rooftop Solar Challenge Workshop report on their analysis of our soft cost process. While we do really well on interconnection and the preapproved plan called 'Plan in a Can', we can benefit from offering more on line services.

Council member Mallory questioned whether an HOA needed to be contacted prior to doing this. Mayday said a HOA cannot discriminate against rooftop solar.

Moon added that the Town is a sponsor of the Eco Loco event and will have some solar vendors there if anyone has any questions. The event will be held at the Civic Center.

8. *Discussion regarding proposed revisions to the Water and Wastewater Rates, Fees and Charges*

Bill Kauppi said he would be presenting the results of the water survey study but prior to beginning that, he introduced Tim Henry, Customer Accounts Manager, who started working with the town about six months ago and assisted Kauppi with the study. Kauppi said the purpose of the study is to assure that the rates are set to cover the costs of the service and to encourage conservation and discourage waste. The three tiered system is working. To accomplish this they develop multi-year financial projections and the rate study is completed annually then used as a model. It provides the number and type of customers, volume consumption, utility department budget and actual revenues in relation to the annual debt obligation. There is a slight upward

trend in water/wastewater consumption and customers. He conservatively projects 70 new wastewater and 80 new water customers a year.

The average monthly usage is hovering around 5,000 gallons per month. Operating revenues (including capacity fees associated with new housing starts) have jumped up in both water and wastewater this year as have annual operating expenses. Annual debt service obligations dropped on the sewer side due to bond refinancing and a buy down of the principle with reserve money. Kauppi and Henry compiled and reviewed the historical data and then detailed the future debt obligation, projected cash balances and cash reserve ratio along with capital expenditures. Because of our strong cash reserves and debt service coverage ratios staff recommends no increase in water/wastewater base or volume fees this fiscal year. The model does not indicate that any rate changes need to be made at this point.

Town Manager Tarkowski said he has had several emails and phone calls based on the presentation done at the last council meeting regarding the OMI contract going up. People were afraid rates would go through the roof. He reminded council that the Town has a very well run utility department and very well run enterprise funds and yes costs go up. There will be a time that water and wastewater will cost more, but not this year. We are in the bottom one-third of similarly sized municipalities for utility rates largely in part to outsourcing the operation and maintenance of the system.

Council member Mallory commented that she knows folks will be happy and she is very thankful that rates are not increasing this year.

9. *Presentation and Discussion regarding PVPD traffic division deployment related to October 4, 2013*

Interim Police Chief James Edelstein said on October 3, 2013 the contract with Redflex expires. The process for capturing violations for red lights and speeding by the photo radar is going to stop. The results could be no change or a significant increase in collisions. Studies show that it could be determined by which intersection you are talking about. A recent study showed a decrease in collisions at one intersection while other intersections experienced no change and at another there was an increase in collisions. It is difficult to predict and mitigate any effects from this. Currently, the PD has two sworn personnel in traffic. It will take about another 2-3 months beyond the contract expiration finishing up existing records in photo radar. Several mitigation plans are in place to replace the photo enforcement. Patrol officers will be reassigned to traffic duties to write citations. A decoy car will be deployed around town to reduce speed and red light violations. The PD has a goal set that each patrol officer on each shift is to make at least one traffic stop and write a warning or citation focusing on the two areas of speeding and red light violations. They have a decent funding stream from the GOHS for overtime of enforcement. Because they need to measure the effect of the removal of photo radar, they will have Public Works deploy some loops in the current photo radar areas to measure speeds. Accidents statistics will be gathered and reviewed. They will continue to work with Redflex which will provide the PD with statistics on the violations at those areas. However, Redflex will not be taking photographs and the cameras will be removed. The sensors they currently have are in the roadways where we have traditionally had photo enforcement which provides a very simple

avenue to obtain that data to show any changes in driver behavior (no affiliated fees). For prevention, the speed trailer will also be deployed to photo enforcement areas especially near the high school. The PD will measure the effects having the loops to measure speeds, access to accident statistics in prior photo enforcement locations, work with Redflex for statistics on violations in those areas where the sensors are already in and they will be gathering data for enforcement and prevention.

Council member Nye expressed concerned about her neighborhood streets were children are playing and increased speeders. She is dreading this change on behalf of the children in the area.

Council member Whiting said the high school is a concern and what might happen. Edelstein responded that he is aware of the pedestrian and vehicle traffic in that area and will be prepared to address that. Two sworn personnel are deployed on a motorcycle 90 percent of the time except in bad weather. Three other patrol officers are also certified on motorcycles will be used in traffic enforcement especially at intersections due to their maneuverability. The PD currently has three Hondas and one Harley Davidson motorcycle. Edelstein credited Lt. Woods for putting this report together. Sgt. Postula and Cpl. Caswell will be the two be the two motor officers working traffic enforcement every day.

10. Adjournment

Mayor Skoog adjourned the meeting at 7:10 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, 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 Work Study Meeting of the Town Council of the Town of Prescott Valley, held on Thursday, June 20, 2013.

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

Dated this June 25, 2013

Diane Russell, Town Clerk