

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

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

1. CALL TO ORDER

Mayor Skoog called the meeting to order at 5:43 p.m.

2. ROLL CALL

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

3. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. Chamber of Commerce

No announcements were forthcoming.

b. Healing Field - Council member Mallory

Council member Mallory expressed her appreciation to photographer Randy McCrae for the framed photos he took of the 'Healing Field' and then donated to the Town to be hung in the Library or Town Hall. Mallory also expressed her appreciation for everything that this whole project has brought forward. The Healing Field has brought the community together and they feel a part of it. Mallory unveiled the photos. She announced that we will have 3,000 flags flying in the Healing Field this year which should be up by Friday, September 6. She can be reached at (928) 533-8896 with any questions.

4. COMMENTS/COMMUNICATIONS

Vice Mayor Nye announced the last 2012 Arizona Centennial event which is the dedication of the "Not so Gentle Tamer" sculpture on Saturday, July 27th, at 10:00 a.m. She encouraged everyone to attend. The band Arizona Country will be playing, the Elk's Opera House Guild will be here and the Arizona Rangers too. This gift will be dedicated to the "Art at the Center" that will celebrate this monumental piece of sculpture. Seating will be available.

5. CONSENT AGENDA

- a. *Approving Minutes of July 11 Council & July 18, 2013 Work Study meetings*
- b. *Approving the routine destruction of Town Records that have surpassed their retention date*
- c. *Approving the FY 2013-14 Agreement with Prevent Child Abuse*
- d. *Approving expenditures in the amount of \$15,923.21 for site work at the statue exterior Civic Center Remodel Project (CIP # F322)*
- e. *Approving the proposed Assignment & Assumption Agreement dated July 17, 2013 between Arcadis and Raftelis for Professional Services in an amount not-to-exceed \$86,800 for a Development Impact Fee Study Update*
- f. *Approving the Department Reports*
- g. *Approving the Financial Report*
- h. *Approving the Investment Report*
- i. *Approving Accounts Payable for July 1 thru 15, 2013*

Council Member Anderson made the MOTION, seconded by Council Member Mallory, to approve all items on the consent agenda, by electronic vote. MOTION carried with 7 ayes and 0 nays.

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

- a. *Public Hearing - Fiscal Year 2013 Community Development Block Grant (CDBG) funds through the State Special Projects (SSP) program*

Mayor Skoog opened the first public hearing for CDBG.

Deputy Town Manager Ryan Judy commented that requirements/limitations exist for the uses of this funding. He stressed that we will not be displacing anyone from their homes with these funds. Most recent projects have included improvements to Loos Drive, Unit 5 and the Multi-use Path. Loos Phase I, II and III are under design and 60 percent done. The project the Town is proposing for this next round of funding is an extension to those prior improvements called Loos Phase IV extending from Hoffman to Katie Circle East. A sidewalk will be added and curb and gutter and larger storm drainage further down Loos, which should finish off the street improvements on the south side fronting Mountain View Elementary School. A meeting is scheduled next week to prioritize the projects.

Mayor Skoog asked if anyone from the public has a project proposal that they would like considered.

Stephanie Parish, representing Stepping Stones, reported a project that they would like consideration of funding for. Stepping Stones is a domestic violence center and they are requesting \$28,020 for three items: a) new security gate for the emergency shelter, b) new HVAC for the transitional housing, and c) new flooring for the transitional housing. These programs serve about 250 women and children every year and 94 percent of them are low income.

Council member Marshall submitted for consideration that there are about 80 to 90 homeless veterans in Prescott Valley and three to four hundred in the Prescott Area. He said homeless veterans meet all three of those requirements and asked that some of those funds be made available to help our homeless veterans.

Deputy Town Manager Judy explained that they would have to have some form of specific project in mind to bring forward to this public hearing. Nothing formal has been prepared but it is something that can be discussed in the future as a priority.

In response to Council member Whiting, Judy said it depends who they are serving as to placement of these projects. If it is street improvements you have to define a service area which has to meet the qualifying criteria.

American Legion Post 140 and District Service Officer for the American Legion and Junior Commander for the VFW Richard Imburgia came forward to reiterate Council member Marshall's request stating these veterans need help.

As no other comments were forthcoming, Mayor Skoog closed the public hearing.

Mayor Skoog introduced Yavapai College President Dr. Penny Wills. Wills said they held an appreciation luncheon today on campus held for those who assisted with the fire tragedy. She was touched by the number of volunteers from their own facility and staff who tried to help during that time. She also acknowledged that she is here tonight representing the Prescott Valley Economic Development Foundation (PVEDF).

b. Consideration of approving the reading of Ordinance No. 773 by title only on two separate occasions, and then place the same on final passage - Galpin Ford (ZMC13-001)

Community Development Director Richard Parker said there was a drafting error in the ordinance. A condition of approval from the Planning and Zoning Commission regarding the limitations of the uses in the C3 use district was omitted. This has since been corrected in this ordinance being put forth for a first reading again. It was just a stipulation for clarification.

Council Member Marshall made the MOTION, seconded by Council Member Mallory, to read Ordinance No. 773 by title only on two separate occasions, and then place the same on final

passage - Galpin Ford (ZMC13-001), by electronic vote. MOTION carried with 7 ayes and 0 nays.

Town Clerk Diane Russell read the ordinance by title only for the first reading.

c. Consideration of authorizing the Mayor to sign Resolution No. 1843 adopting the amended Town Administrative Policy No. 1-06 related to the disposition of unclaimed property

Town Manager Larry Tarkowski said this is a housekeeping matter addressing changes to the laws which were established providing procedures for responsible disposition of unclaimed money and property coming into the custody of the Town and remaining unclaimed after due notice. HB 2455 repealed the requirement that a court order be obtained for the sale and/or disposition of all unclaimed firearms. Therefore, we need to amend Town Policy to reflect these legislative changes. Most of the unclaimed property comes through the Police Department.

Council Member Grossman made the MOTION, seconded by Council Member Mallory, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign Resolution No. 1843 adopting the amended Town Administrative Policy No. 1-06 related to the disposition of unclaimed property, by electronic vote. MOTION carried with 7 ayes and 0 nays.

d. Consideration of approving the new Administrative Services Agreement with ICMA for the 401 and 457 Plans

Human Resources Director Karen Smith said this updated agreement sets the administrative responsibilities and services of ICMA, the standard for the industry protection for IMCA and a permanent waiving of administrative fees of our employee ICMA fund portfolios and administration fees from the Town. Employees are contributing 7 percent; the Town is contributing 9 percent at this time to the 401 Plan employee accounts. On the 457 Plan, the employees can contribute up to \$16,500 each year unless over 50 years of age in which case through 'catch up' they can contribute \$22,000 per year.

Town Manager Tarkowski added that Prescott Valley is one of the rare communities in Arizona that is not a defined 'benefit' program, but a defined 'contribution' program. Therefore, this Town will not be faced with unfunded legacy costs to fund a retirement program for the employees.

Vice Mayor Nye added she wished that other communities will follow suit. Mayor Skoog added that we want our employees to be able to retire when they want to and in decent shape.

Council Member Mallory made the MOTION, seconded by Vice Mayor Nye, to approve the new Administrative Services Agreement with ICMA for the 401 and 457 Plans, by electronic vote. MOTION carried with 7 ayes and 0 nays.

e. Consideration of approving the Reimbursement Agreement per Town Code §14-04-070 with Granville Development Co. for upsizing wastewater line extensions

Utilities Director Neil Wadsworth said this development agreement is for the upsizing of the Granville Subdivision wastewater line on the west side of Glassford Hill Road on an extension of the Santa Fe Loop Rd. Through the existing agreement with Granville, the Town would be reimbursing Granville for the upsizing of lines beyond Granville's use, but they must wait for the sales of homes to gradually get the money back. With the economy right now, developers cannot fund projects up front out-of-pocket and wait for that money to come back. Through this agreement, which requires them to upsize some sewer lines for our use, we would pay them for the upsizing work to be performed now.

Wadsworth responded to Council member Whiting that he does not anticipate this happening in many other areas in town. Granville is centrally located in Town, unlike other planned communities here, and sewer lines run through there to potential other development areas that must be planned for the future.

Town Manager Tarkowski recognized the Utility Department for their foresight and master plan. Because of this, we do not have to rip up the roads to upsize pipes. We are now in the 20th year of the wastewater treatment and collection business. Tarkowski responded to Council member Marshall that the developer is only required to install what they need for their development. The Town must provide for future development in this area.

Council Member Whiting made the MOTION, seconded by Council Member Grossman, to approve the Reimbursement Agreement per Town Code §14-04-070 with Granville Development Co. for upsizing wastewater line extensions, by electronic vote. MOTION carried with 7 ayes and 0 nays.

f. Consideration of approving an Intergovernmental Agreement with the Central Yavapai Fire District (CYFD) for CYFD Board meeting recordings and broadcasting services by the Town of Prescott Valley

Town Manager Tarkowski commented that this is the agreement with CYFD that Council requested for transparency of the CYFD meetings. The service will be provided, as directed by Council, at no cost to CYFD. By a 3 to 2 vote the CYFD Board approved moving to this auditorium site to have their meetings televised live, web streamed and recorded.

Council Member Mallory made the MOTION, seconded by Vice Mayor Nye, to approve an Intergovernmental Agreement with the Central Yavapai Fire District (CYFD) for CYFD Board meeting recordings and broadcasting services by the Town of Prescott Valley, by electronic vote. MOTION carried with 7 ayes and 0 nays.

g. Consideration of authorizing the Mayor to sign Resolution No. 1844 adopting the 3rd Amendment to the Development Agreement as shown in the Restated & Amended Development Agreement with YK Commercial Realty, LLC and PVL, LLC at Crossroads

Economic Development Manager Greg Fister said we have a 2005 development agreement with Kitchell Development Company [developer of Crossroads] expiring in 2025. Kitchell would like to have the agreement extended by 38 months in exchange for 185 acres of vacant property

owned by them that could be used for open space or recreational purposes. If this agreement is approved, the Town would receive the property within 60 days of agreement approval. However, the Town will not have to start making quarterly payments until 2025 through 2028. The property is within the area of Fain Park and Glassford Hill north and west. Prescott Parks and Recreation sees great potential for interlinking trails with Prescott Valley.

Folks in the community have told Council member Mallory that they are happy about the thought of keeping Glassford Hill hillside as open space. Vice Mayor Nye added that the Parks and Recreation Commission members were really motivated with the thought of bringing bicycling and other events here to augment what already exists here. The extension of Fain Park appeals to her as a lot of her friends live in Victorian Village who are happy that the other side of the creek cannot be developed if this is approved.

Fister pointed out that this land is zoned residential or commercial with a little manufacturing zoning too. Eventually P & Z Commission will rezone it to Public Land.

Town Manager Tarkowski responded to Council member Whiting that we have to get title to the land prior to consideration of rezoning which may happen sometime after the first of the year. Council Member Marshall thanked Larry Tarkowski and Bill Kauppi for explaining all this to him. Tarkowski also confirmed for Marshall that once the land has been rezoned to open space, it will be permanent. After that the P&Z Commission will go through their planning process. The recently held election in Spring 2013 showed that voters approved the *General Plan 2025* which calls for Glassford Hill to remain open space and everything in our view shed remain open space above the elevation set by Kia (car dealership).

Council member Grossman said the future potential for this area for recreational purposes is outstanding. His friends in the “Over the Hill Gang” can’t wait to get started building trails in that area. In addition, the impact and visual view from SR69 as public land will be beneficial to our community.

Council Member Marshall made the MOTION, seconded by Council Member Grossman, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign Resolution No. 1844 adopting the 3rd Amendment to the Development Agreement as shown in the Restated & Amended Development Agreement with YK Commercial Realty, LLC and PVL, LLC at Crossroads, by electronic vote. MOTION carried with 7 ayes and 0 nays.

7. COMMENTS FROM THE PUBLIC

No comments were forthcoming.

8. ADJOURNMENT

Council Member Mallory made the MOTION, seconded by Council Member Whiting, to adjourn, by electronic vote. MOTION carried with 7 ayes and 0 nays. Mayor Skoog adjourned the meeting at 6:34 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 Regular Meeting of the Town Council of the Town of Prescott Valley, held on Thursday, July 25, 2013.

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

Dated this July 29, 2013

Diane Russell, Town Clerk