

**TOWN OF PRESCOTT VALLEY  
REGULAR COUNCIL MEETING  
MINUTES  
May 22, 2014**

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

Rabbi Adele Plotkin gave the Invocation.

3. PLEDGE OF ALLEGIANCE

Council member Anderson led in the recitation of the Pledge of Allegiance.

4. ROLL CALL

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

Mayor Skoog asked Council if there was any objection to moving item number 11. Comments from the Public forward to accommodate Mr. Russell Morrison who has a graduation to attend. Receiving none, Mr. Morrison came forward.

11. COMMENTS FROM THE PUBLIC

Mr. Morrison commented that this is his third year coming back to ask if council could do something about the soft, sticky tar chip sealing job done on his cul-de-sac. He said that Mr. Tarkowski and the Public Works Director have both viewed the cul-de-sac and offered fixes of putting down either sand or gravel. The Town paid for this shoddy job. He wants council to go see it first hand on a hot day. He asked should something go wrong with the chip sealing what provisions were written into the contract to protect the town.

Town Manager Larry Tarkowski responded that there is a 12 or 24 month warranty associated with any work that a contractor does for the town. The warranty has expired on this project. Tarkowski added that the oil is good and the stone is good. The contractor did their job.

Mr. Morrison disagreed and again invited everyone to come see for themselves whether the contractor did a good job. Further, he commented that there is not another street in this town that looks this bad. He feels it needs to be redone. He will be back next month with a list of signatures of people who have come by and seen this. He asked that the town show that it is interested in where it puts its money. Several Council members said they viewed his street the first year he brought it to their attention.

5. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. *Chamber of Commerce (POSTPONED)*

6. PROCLAMATIONS

a. Public Works Week

Town Clerk Diane Russell read the proclamation after which it was presented to Public Works Director Norm Davis. Davis accepted the proclamation on behalf of the public works and utilities departments. They celebrated the day with a bar-b-que lunch for their department's employees.

7. COMMENTS/COMMUNICATIONS

Vice Mayor Nye invited everyone to the Library second floor to see the new art at the center piece. It is called Douglas the Dragon. It will make you smile.

8. CONSENT AGENDA

a. *Approving the April 30 Special Work Study, May 1 Work Study, May 8 Council meeting minutes*

b. *Approving a new Series 12 Liquor License Application for 4KOLTREV dba Bogeys Grill located at 1030 N. Prescott Country Club Blvd. Dewey; Kevin R. Leffler, applicant*

c. *Approving an Employment Contract with Randy Schurr to serve a two (2) year contracted period as Administrative Hearing Officer*

d. *Accepting quit claim deeds from HUSD for Right-of-Way and Drainage Improvements for Loos Drive Phase 4 CIP S339.4*

e. *Monthly Department Reports*

f. *Monthly Financial Report*

g. *Council Investment Report*

h. *TPT Quarterly Tax Report*

i. *Approving Accounts Payable for April 28 thru May 11, 2013*

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

9. *OLD BUSINESS (FOR ACTION)*

a. *Consideration of approving the second reading and passage of Ordinance No. 792 - approving Zoning Map Change (ZMC13-005) - Glassford Heights*

Town Clerk Diane Russell read Ordinance No. 792 by title for the second reading after which Mayor Skoog asked shall the ordinance pass? The ordinance passed with 7 ayes and 0 nays.

b. *Consideration of approving the second reading and passage of Ordinance No. 793 amending town code Chapter 18 Â§18-01-050 (Arts and Culture Commission)*

Town Clerk Diane Russell read Ordinance No. 793 by title for the second reading after which Mayor Skoog asked shall the ordinance pass? The ordinance passed with 7 ayes and 0 nays.

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

a. *Consideration of authorizing the Mayor to sign Resolution No. 1877, adopting the Tentative Budget for the Town of Prescott Valley for Fiscal Year 2014-15, AND giving notice of a public hearing on June 26, 2014*

Management Services Director Bill Kauppi said no changes were made at the budget hearings so the budget will be set at \$70,470,696 an increase of twelve (12) percent over last year. The budget could be reduced after Council's approval of the budget tonight, but it cannot be increased. A condensed version of the budget book will be available in the Town Manager's Office, one at the Reference Desk in the Library and hopefully next week on the website for public viewing. Vice Mayor Nye commented that we are well ahead of other communities in passing our tentative budget. Kauppi said it is a team effort pulling this together. Council member Mallory added that it is exciting to know that the library will be open on Monday's again and the pool open on Sunday's.

Council Member Marshall made the MOTION, seconded by Council Member Mallory, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign Resolution No. 1877, adopting the Tentative Budget for the Town of Prescott Valley for Fiscal Year 2014-15, and giving notice of a public hearing on June 26, 2014, by electronic vote. MOTION carried with 7 ayes and 0 nays.

- b. Consideration of approving an Agreement with PLP Prescott Valley, LLC and the Prescott Valley Shopping Center, LP (a Fain entity), AND approving an Amendment to the Town Engineer Agreement with Dava & Associates for professional services in the amount of \$2,000

No comments or discussion ensued.

Council Member Grossman made the MOTION, seconded by Council Member Anderson, to approve an Agreement with PLP Prescott Valley, LLC and the Prescott Valley Shopping Center, LP (a Fain entity), AND approve an Amendment to the Town Engineer Agreement with Dava & Associates for professional services in the amount of \$2,000, by electronic vote. MOTION carried with 7 ayes and 0 nays.

- c. Consideration of approving the Amended Memorandum of Understanding (MOU) with NACOG for the continued implementation of the Voucher Transit System through Fiscal Year 2014/2015

Public Works Director Norm Davis said this is a long standing contract with NACOG, a well-received program and a council focus for many years. CYMPO praised Prescott Valley as the only municipality that fiscally supports this Voucher Transit System. By approving the MOU ahead of the new fiscal year the program will continue seamlessly into the new fiscal year. Council member Mallory commented that Davis was recognized last night for taking care of the community with this program.

Vice Mayor Nye made the MOTION, seconded by Council Member Mallory, to approve the Amended Memorandum of Understanding with NACOG for the continued implementation of the Voucher Transit System through Fiscal Year 2014/2015 pending all final FY 14/15 Budget approvals, by electronic vote. MOTION carried with 7 ayes and 0 nays.

- d. Consideration of approving the following contract Change Orders:

- a.) *the Change Order to the contract with Bennett Oil Company for Fuel Services, AND*
- b.) *the Change Order to the contract with Koehler Enterprises, dba: K-ler Land Works Maintenance for Landscape Services, AND*
- c.) *the Change Order to the contract with Traffic Safety, Inc. for Street Striping Services, AND*
- d.) *the Change Order to the contract with Tryton Enterprises, LLC for Street Sweeping Services, AND*
- e.) *the Change Order to the contract with Larry's Mowing Service for Swath Mowing Services, thereby extending these contracts for Fiscal Year 2014/2015*

Public Works Director Norm Davis covered this agenda item in great detail at last week's Work Study session. He commented that these are long standing annual contracts with vendors who appreciate the long term relationship with the town. We get very good service for the expenditure. The contracts do not have any increases in fees.

Council Member Marshall made the MOTION, seconded by Vice Mayor Nye, to approve: a.) the Change Order to the contract with Bennett Oil Company for Fuel Services, AND b.) the Change Order to the contract with Koehler Enterprises, dba: K-ler Land Works Maintenance for Landscape Services, AND c.) the Change Order to the contract with Traffic Safety, Inc. for Street Striping Services, AND d.) the Change Order to the contract with Tryton Enterprises, LLC for Street Sweeping Services, AND e.) the Change Order to the contract with Larry's Mowing Service for Swath Mowing Services thereby extending these contracts for Fiscal Year 2014/2015, by electronic vote. MOTION carried with 7 ayes and 0 nays.

*e. Consideration of awarding each annual contract to the lowest responsive bidder per the unit prices bid as follows:*

*a.) the Roadway Material to Asphalt Paving & Supply, Inc., AND*

*b.) the Asphalt Paving contract to Asphalt Paving & Supply, Inc., AND*

*c.) the Annual Street & Park Concrete contract to Asphalt Paving & Supply, Inc., AND*

*d.) the CMP Culvert contract to Arizona Culvert Company, AND*

*e.) the Solid Waste contract to Waste Management of Arizona, AND*

*f.) the Portable Toilet services contract to Patriot Disposal, Inc.*

Public Works director Norm Davis detailed this agenda item at last week's work study meeting. These material delivery contracts are rebid annually to keep current with commodity prices. Parks and Recreation used several of these contracts last year for the Tonto South Park improvements. The prices came in at zero percent increase.

Vice Mayor Nye made the MOTION, seconded by Council Member Whiting, to approve award of each annual contract to the lowest responsive bidder per the unit prices bid as follows: (a) the Roadway Material to Asphalt Paving & Supply, Inc., AND (b) the Asphalt Paving contract to Asphalt Paving & Supply, Inc., AND (c) the Annual Street & Park Concrete contract to Asphalt Paving & Supply, Inc., AND (d) the CMP Culvert contract to Arizona Culvert Company, AND (e) the Solid Waste contract to Waste Management of Arizona, AND (f) the Portable Toilet services contract to Patriot Disposal, Inc., by electronic vote. MOTION carried with 7 ayes and 0 nays.

*f. Consideration of taking the following actions related to the potential acceptance of a public utility easement from Humboldt Unified School District for the Bradshaw HS Sewer Line*

Up-Sizing Project, CIP # W362

Utility Operations Manager Mark Kieren said this is the most frequented trouble line in town. It is a six inch line with a moderate slope which has been problematic over the past five years and getting worse. The new eight inch pipe will begin at the north end of Starlight run through the high school property ending at a tie in on the northeast side of Panther near the entrance to Bradshaw Mountain High School. He anticipates a 45-day turn around on the project. The line is about 1/2 mile long including extra slope on the eight inch pipe. The project will require oversight by the town engineer and was bid out and successfully won by LB Contracting LLC. They are working closely with the high school on scheduling. An easement from HUSD is included in this project. The additional capacity with the bigger pipe and slope should be more than enough going into the future. Tarkowski added that there will not be any new construction that will add to this line. There will be an extension that goes down Prescott East Highway eventually.

Council Member Grossman made the MOTION, seconded by Council Member Anderson to approve award of a construction contract to the lowest responsive bidder, L B Contracting LLC, in the amount of \$373,460, AND approve an Amendment to the Town Engineer Agreement with Dava & Associates for construction period services in the amount of \$34,300, AND approve associated Budget Transfers as detailed in the Fiscal Analysis, AND accept the Public Utility Easement from HUSD, by electronic vote. MOTION carried with 7 ayes and 0 nays.

11. Comments from the Public

No additional comments from the public were forthcoming.

12. ADJOURNMENT

Vice Mayor Nye made the MOTION, seconded by Council Member Whiting, to adjourn the meeting, by electronic vote. MOTION carried with 7 ayes and 0 nays.

Mayor Skoog adjourned the meeting at 6:12 p.m.

ATTEST:

APPROVED:

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Diane Russell, Town Clerk

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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, May 22, 2014.

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

Dated this May 23, 2014

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Diane Russell, Town Clerk