

**TOWN OF PRESCOTT VALLEY  
REGULAR COUNCIL MEETING  
MINUTES  
July 24, 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 - Reverend Pamela Schmaling, Anglican Church of the Holy Spirit

Reverend Schmaling gave the invocation.

3. PVPD POSTING OF COLORS

Prescott Valley Color Guard posted the flags.

4. PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited in unison.

5. ROLL CALL

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

6. PROMOTION CEREMONY - BRANDON BONNEY, LIEUTENANT

Chief Jarrell shared the facts about Brandon Bonney's many career roles, community service and his educational background. Bonney, who has worked for the Town of Prescott Valley PD since 1996, has earned the reputation of being a trusted and respected supervisor and leader in the agency.

Mayor Skoog swore Lieutenant Brandon Bonney into his new office with the PVPD. Brandon thanked the police department for this opportunity saying he is really excited for the new position and glad to be a part of this growing department. Mayor and Council members congratulated Brandon and expressed their appreciation to him and the department for their service to the Town.

7. RECESS

Mayor Skoog recessed the meeting at 5:42 p.m. for refreshments.

8. RECONVENE

Mayor Skoog reconvened the meeting at 5:52 p.m.

9. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. Wreaths Across America - Irene Reed for Commander Larry Lamper

Irene Reed, a member of the Scottish American Military Society Post 1297, said that *Wreaths Across America* is a national event. The Post will be placing live wreaths on Veterans grave sites at the Prescott National Cemetery on December 13, 2014 at 10:00 a.m. A fund raising event is planned for July 30, 2014 from 4:00 to 9:00 p.m. at Chili's Restaurant where 15 percent of participating diner's checks will be donated to the cause. Each wreath costs \$15.00. Council member Mallory encouraged people to participate.

b. Yavapai Regional Transit - Ron Romley

Ron Romley, Chairman of the Board for Yavapai Regional Transit, came forward and thanked everyone for coming to their ribbon cutting and open house. CYMPO and Yavapai Regional Transit (YRT) together with the Flagstaff Transit Authority (NATA) are working together on a proposal. He asked that Chris Bridges explain what it is they are trying to accomplish.

Chris Bridges, representing CYMPO, thanked Prescott Valley for all the work that has been done and pointed out that PV is the only muni who continues to support the Voucher Program supplying rides for folks who need them. Bridges said Yavapai Regional Transit is a private non-profit organization operating a fixed route transit system between Chino Valley and Prescott. Since the ribbon cutting, there has been a steady increase of Town of Prescott Valley residents requesting that Yavapai Regional Transit system expand into Prescott Valley. Chris said that the biggest hurdle to that has been providing the matching funds for what is called section 5307 Urban Transit money. CYMPO is directly apportioned about \$1.1 million annually that they are not utilizing because they do not have the local match money. Today they ask for the town's letter of support for YRT in this effort to expand into PV as well as the partnership with NATA. Town Manager Tarkowski has inspired them to look for a sustainable funding source in order to fund the match. They are here asking for money. CYMPO has a lot of Federal money that they need to use given their demand for transit services - projected 1.3 million riders this year. What the transit providers have is a lot of local match and the need for the Federal money. He proposed an IGA between NATA, CYMPO and YRT to swap Federal monies in exchange for NATA providing training, grant writing and setting YRT in the right direction for a long-term sustainable system. They in turn would be paying for the local match. The trial period proposed is 3-5 years.

Ron stated ADOT has already approved this idea. The citizenry of Prescott Valley is very interested as noted by the numerous phone calls YRT has received. YRT has 3 buses, soon to be 4 buses, and are trying to figure out how to incorporate PV into the system without having 1.5 hour delays. YRT is a 501(c) (3) organization and is difficult to raise money. The match money needed is about \$150,000 of which NATA will bring \$200,000 to \$300,000 to YRT per year. Town Manager Larry Tarkowski commented that Norm Davis (PW) has a letter signed in 2010 supporting a similar application in his file that could be updated and signed if council agrees. Council agreed.

Council member Mallory stated this cooperative effort is a good thing that Ron can make happen. Council members agreed that this looks promising and thanked Ron and his wife for their tenacity and vision to make this happen.

Ron thanked the Council for all the support they have shown over the past few years. They have already been told that they will receive a grant next year too. Things look good.

## *10. PROCLAMATIONS*

### *a. Child Support Awareness Month*

Town Clerk Diane Russell read the proclamation after which it was presented to Cynthia Cooley who expressed their appreciation for the proclamation. Ms. Cooley supervisors the Division of Child Support office for Yavapai County.

## *11. COMMENTS/COMMUNICATIONS*

- a.) Vice Mayor Nye introduced Fire Chief Scott Freitag newly appointed over the combined Chino Valley and Central Yavapai Fire Departments. Chief Freitag commented that under the joint management agreement, each agency will retain their agency name. He will be wearing a uniform that equally represents both organizations. It is time to look at different operational modes in the best interest of our communities to provide the best and most fiscally responsible service possible. Freitag said the Fire District will be taking a more active role with the Town to continue to build and strengthen the partnership. He distributed his business card to council members. Mayor Skoog commented that things have improved a lot and they appreciate that. Freitag thanked Chief Scott Bliss who served as interim Chief for several months in the absence of a Fire Chief.

Town Manager Larry Tarkowski congratulated Chief Freitag and welcomed him. He expressed appreciation for the direction that CYFD has been taking in the last 12 months. They have reduced their budget significantly for the new fiscal year and applaud the efficiencies they are looking to gain by better management practices. He looks forward to continued cooperation with regional dispatch and such things as that to provide the economies of scale going forward.

Council member Whiting introduced himself as the liaison to the CYFD and welcomed the new chief.

- b.) Council member Grossman attended the Goodwill Career Center Grand Opening stating that the Center is looking for employers with job openings and potential employees to work at those jobs. The Center provides services to assist in connecting the two. Council member Grossman said they show you how to write a resume, they do mock interviews and hold job fairs. This is a great opportunity for all. Vice Mayor Nye added that employers attended the opening and were actively hiring people.

12. CONSENT AGENDA

- a. *Approving the July 10, 2014 Council meeting minutes*
- b. *Accepting a Warranty Deed for Lot 8440, Unit 19 property from Mr. Allen Spratley*
- c. *Monthly Department Reports*
- d. *Monthly Financial Report*
- e. *Council Investment Report*
- f. *Approving Accounts Payable for June 30 through July 14, 2014*

Council Member Mallory made the MOTION, seconded by Vice Mayor Nye, to approve all items listed on the Consent Agenda, by electronic vote. MOTION carried with 6 ayes and 0 nays.

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

- a. *Consideration of reappointing Steve Jarpe to the Building Board of Appeals to a term with a renewal date of July 30, 2016*

Vice Mayor Nye said that on July 30, 2014 Steve Jarpe's term on the Building Board of Appeals will come up for renewal. He submitted the renewal application letter requesting to be reappointed. Steve Jarpe was first appointed on the Building Board of Appeals in October 2006. This reappointment will be Steve Jarpe's 4th re-appointment and 5th consecutive term. Vice Mayor Nye and Council Members Anderson and Mallory are recommending the reappointment of Steve Jarpe to a term with a renewal date of July 30, 2016.

Council Member Anderson made the MOTION, seconded by Council Member Mallory, to reappoint Steve Jarpe to the Building Board of Appeals to a term with a renewal date of July 30, 2016, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- b. *Consideration of reappointing Joshua Salicos to the Building Board of Appeals to a term with a renewal date of July 30, 2016*

Council member Anderson said that on July 30, 2014 Joshua Salicos' term on the Building Board of Appeals will come up for renewal. He submitted the renewal application letter requesting to be reappointed. Joshua Salicos was first appointed on the Building Board of Appeals in August 2012. This reappointment will be Josh Salicos 2nd re-appointment and 3rd consecutive term. Vice Mayor Nye and Council Members Anderson and Mallory are recommending the reappointment of Joshua Salicos to a term with a renewal date of July 30, 2016.

Joshua said it is a pleasure to serve the Town. He commented they did the Town Code changes which he enjoyed.

Vice Mayor Nye made the MOTION, seconded by Council Member Mallory, to reappoint Joshua Salicos to the Building Board of Appeals to a term with a renewal date of July 30, 2016, by electronic vote. MOTION carried with 6 ayes and 0 nays.

c. Consideration of reappointing Paul Winter to the Building Board of Appeals to a term with a renewal date of July 30, 2016

Council member Mallory said that on July 30, 2014 Paul Winter's term on the Building Board of Appeals will come up for renewal. He submitted the renewal application letter requesting to be reappointed. Paul Winter's was first appointed on the Building Board of Appeals in August 2010. This reappointment will be Paul Winter's 2nd re-appointment and 3rd consecutive term.

Vice Mayor Nye and Council Members Anderson and Mallory are recommending the reappointment of Paul Winter to a term with a renewal date of July 30, 2016.

Council Member Mallory made the MOTION, seconded by Council Member Anderson, to reappoint Paul Winter to the Building Board of Appeals to a term with a renewal date of July 30, 2016, by electronic vote. MOTION carried with 6 ayes and 0 nays.

d. Consideration of approving the reading of Ordinance No. 795 by title only on two separate occasions, then place the same on final passage Amending Town Code Article 10-04 "WEAPONS (DISCHARGE)"

Chief Jarrell commented that this is a housekeeping matter change Town Code to mirror state law which allows discharge of a firearm within a half mile of an occupied building with the owner's permission.

Council Member Grossman made the MOTION, seconded by Council Member Whiting, to approve the reading of Ordinance No. 795 by title only on two separate occasions, and then place the same on final passage amending Town Code Article 10-04 Weapons Discharge, by electronic vote. MOTION carried with 6 ayes and 0 nays.

Town Clerk Diane Russell read Ordinance No. 795 for the first reading.

e. Consideration of authorizing the Mayor to sign Resolution No. 1882 approving FDP14-

004, AND to sign any agreement under Proposition 207 (Crossroads Parcel C, Shops 2&7)

Planner Carmen Ogden said this is a request by Rob Schramm of Kitchell Development (on behalf of YK Commercial Realty LLC) and Clay Chiappini is here representing Mr. Schramm. They request the approval of a Final Development Plan (FDP 14-004) for a portion of Parcel C, parcels 2 and 7 of the Crossroads commercial development, located south of State Route 69. The Plan provides for development of approximately 15,561 square feet of new commercial space (including related parking areas) on approximately 2 acres. The Plan further provides an exception for Shops 2 and 7 to the Crossroads Comprehensive Sign Package as previously adopted by Resolution No. 1575 (April 10, 2008) by providing additional tenant wall signage for improved visibility at these particular locations. On August 11, 2005, the Town Council approved a second amendment to the Crossroads development agreement (Res 1375) to encourage commercial development of an approximately 72 acre area north of SR 69 (Parcels A and B) and an approximately 51 acre area south of SR 69 (Parcel C), in accordance with a site map adopted therein. Staff subsequently approved building permits for construction of Home Depot and a nearby spec building on Pad D (Parcel A), and construction of Sam's Club and Cracker Barrel (Parcel C). Then, on November 29, 2007, the Council approved a zoning map change (Ord 702) to add the PAD overlay district to existing C2 (Commercial; General Sales and Services), PM (Performance Manufacturing) and M1 (Industrial; General Limited) zoning districts in Parcels A and C. Therefore, on April 9, 2009 the Council approved FDP 09-002 for development of the remaining 14 acres of Parcel A (including Hobby Lobby, Dollar Tree, and spec buildings on Pad B) (Res 1639). On July 9, 2009, the Council approved FDP 09-003 for development of the Chase Bank building in Parcel C (Res 1656). On December 8, 2011, the Council approved FDP 11-005 for development of a Carl's Jr. operation in Parcel C (Res 1773). On April 11, 2013, the Council approved FDP 13-005 for development of a Dick's Sporting Goods facility in Parcel C (Res 1830). And on June 27, 2013, Council approved Resolution No. 1841, for development of 165,758 square feet of commercial space on Parcel C, known as Majors 2,3,4,5,6,7,8, and Shop B (FDP 13-008). This FDP 14-004 essentially finalizes development of Parcel C south of SR 69.

FDP 14-004 (a) is in compliance with the Prescott Valley General Plan 2025 and all applicable Town Codes. It also meets (or will meet) the requirements for commercial PAD's under the Town Code [particularly the requirements under Town Code §§13-19-060(K) (L) and (M), 14-020-050(F), and 14-04-080].

Clay Chiappini, with Butler Design Group in Phoenix, said these new developments will provide more infill to the Crossroads Development. They were pleased with the Sprouts opening and look forward to the TJ Max and Ulta businesses having the same reception in the community. The proposed buildings will be occupied; they are not spec buildings. This will also help drive additional in line measures so they will be back in the next few months to amend the plan again to get more buildings next to the Dick's, Sprouts, TJ Max and Ulta line up.

Vice Mayor Nye commented that they appreciate the detailed information provided by the developer to allow them to make an informed decision. Mayor Skoog said it is just not more buildings; this brings more jobs and sales tax revenue too. Council member Whiting queried

whether Chiappini could share who is coming into the two buildings. Chiappini said final leases have been negotiated and when everything is signed that information will be forthcoming.

Council Member Whiting made the MOTION, seconded by Vice Mayor Nye, to authorize the Mayor to sign Resolution No. 1882 approving FDP14-004, AND to sign any agreement under Proposition 207 (Crossroads Parcel C, Shops 2&7), by electronic vote. MOTION carried with 6 ayes and 0 nays.

f. Consideration of authorizing the Mayor to sign Resolution No. 1883 approving FDP14-005, AND to sign any agreement under Proposition 207 (Garrett Walker Model Home)

Planner Carmen said that Town Council is being asked to consider approval of a Final Development Plan (FDP14-005) for the siting of one (1) model home and associated off-street parking on two (2) lots in Unit 12 of the Pronghorn Ranch master planned community.

The subject parcel was annexed into the Town of Prescott Valley upon the adoption of Ordinance 453 on February 25, 1999, which also gave the parcel a zoning classification of RCU-70, and approved the Antelope Village (now known as Pronghorn Ranch) Master Plan and Preliminary Development Plan, among other things.

The property was assigned a number of zoning classifications upon the adoption of Ordinance 486 on May 25, 2000, which included R1L-PAD (Residential; Single Family Limited; Planned Area Development). The Planned Area Development process as set forth in Article 13-19 of Town Code allows for Model Home complexes, including off-street parking as part of an approved Final Development Plan.

The applicant, Scott Raney, acting on behalf of Garrett-Walker Homes, has submitted a Final Development Plan (FDP14-005) that sets forth the site plans for one model home and required off-street parking to meet the standards set forth in Town Code.

Staff has reviewed the plans as submitted and finds them in compliance with existing zoning and land use designations, and therefore supports the approval and adoption of FDP14-005.

Scott Raney representing Garrett Walker Homes came forward. He said Mr. Garrett started building homes in Phoenix back in the 1990s. Mr. Garrett met Mr. Jake Walker a resident of Prescott and they teamed up to start home building about a year and a half ago. They closed 25 house last year and target to close 128 this year. They have 30 lots in Pronghorn Ranch and hope to acquire more. They also have lots in Bright Star in Chino Valley.

Vice Mayor Nye made the MOTION, seconded by Council Member Grossman, to authorize the Mayor to sign Resolution No. 1883 approving FDP14-005, AND to sign any agreement under Proposition 207 (Garrett Walker Model Home), by electronic vote. MOTION carried with 6 ayes and 0 nays.

g. Consideration of approving Amendment #3 to the Intergovernmental Agreement with ADOT for the PV Pipeline Multi-use Path Phase 3

Public Works Director Norm Davis said this project involves Federal funding which requires an IGA. The Town has been participating with the Arizona Department of Transportation (ADOT) in the construction plan development for the PV Pipeline Multi-use Path funded with Federal Transportation Enhancement grant funds. Final construction plans and estimate are complete but a shortfall exists for awarded grant funding for project. The project cannot go to bid without adequate funding. ADOT worked with CYMPO to find additional funding of \$100,000 to cover the shortfall which requires an Amendment to the Joint Project Agreement (JPA) with ADOT. The reduced scope of the project from \$1.3 million down to \$1.2 million does not impact the wholeness of the project. The amendment adds money to the project to fund the current scope. The grant funding does require a Town 5.7% grant match for this additional funding is \$5,944.00 which can be funded with existing monies. Plans are 100 percent and ADOT considers this a 'go' project. ADOT will administer this project with Federal funding. This ADA path will provide continuity between the PV Pipeline through existing pathways at Mountain Valley Park, through the Urban Forest and all the way to connect the Powers Multi-use path to Antelope Park. He thanked both ADOT and CYMPO for finding the funding to make this project go forward.

Council Member Grossman made the MOTION, seconded by Council Member Mallory, to approve Amendment #3 to the Intergovernmental Agreement with ADOT for the PV Pipeline Multi-use Path Phase 3, by electronic vote. MOTION carried with 6 ayes and 0 nays.

*h. Consideration of awarding of a construction contract to the lowest responsive bidder, Capital Improvements LLC, in an amount of \$1,176,000.00 AND approving an Amendment to the Town Engineer Agreement with Dava & Associates Inc. for professional services in the amount of \$90,110.00*

Utility Director Neil Wadsworth stated this project involves installation of a new sewer system north of 89A south of Viewpoint subdivision to stimulate commercial growth in that area. Dava and Associates completed the design that was started by them several years ago. The original concept was for developers to provide primary funding for infrastructure, however, the model was not financially viable; especially in light of the economic downturn over the last few years. In order to encourage development, Town Council considered a work study presentation for building the trunk line via sewer enterprise funds on November 7, 2013. It is proposed that the monies expended will be recouped from developer connection fees based upon proportional use of the conveyance system. The original estimated cost of the trunk line was between \$1.2 million and \$1.5 million dollars.

It was put out to bid several weeks ago. Ten bids were received with an average of about \$1.5 million. The original engineer's estimate was over \$2 million. Town staff had \$1.4 budgeted but with escalating costs they lowered the scope of the work to \$1.7 million. They are also proposing to amend the contract with Dava and Associates for construction administration. They have a 180-day construction period. The project should be done in early spring if Council chooses to approve the award. Council members said the timing is perfect given the economy.

Council Member Whiting made the MOTION, seconded by Vice Mayor Nye, to award a construction contract to the lowest responsive bidder, Capital Improvements LLC, in an amount of \$1,176,000.00 AND approving an Amendment to the Town Engineer Agreement with Dava &

Associates Inc. for professional services in the amount of \$90,110.00, by electronic vote. MOTION carried with 6 ayes and 0 nays.

14. COMMENTS FROM THE PUBLIC

No comments were forthcoming.

15. ADJOURNMENT

Council Member Mallory made the MOTION, seconded by Council Member Whiting, to adjourn the meeting, 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, July 24, 2014.

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

Dated this July 25, 2014

\_\_\_\_\_  
Diane Russell, Town Clerk