

**TOWN OF PRESCOTT VALLEY
REGULAR COUNCIL MEETING
MINUTES
March 12, 2015**

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 Tim Blau gave the invocation.

3. PLEDGE OF ALLEGIANCE

Police Chief Bryan Jarrell led in the recitation of the Pledge of Allegiance said in union.

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.

5. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. Comfort Dog Program - Don Laughlin, John & Kim Voss

Don and Marline Laughlin, Pastor Tim Blau, John Voss, Lana Kirkeeng and Mark Gatzemeyer came forward with Titus, the Comfort Dog, representing the *Lutheran Church Charities Through Crisis*. They are all certified and trained dog handlers for Titus. Blau stated that seven churches throughout the country sent Canine Comfort Dogs here just after the Hotshot firemen's deaths. The specially trained dogs, like Titus, provide comfort to those going through sadness or tragedy. While Titus belongs to the Trinity Lutheran Church, he is available to assist people of all ages going through sadness or a difficult transition in life. Thirteen different people take him every day to homes, nursing homes, schools, hospitals and events. You can follow his activities on [facebook.com/TitusComfortDog](https://www.facebook.com/TitusComfortDog) or call 928 772-8845 for more information. Laughlin stated they have started a similar program called the *Care 9 Ministry to the Military* to help military veterans returning home with transitioning back into civilian life or who may be having difficulties or stress in their life.

b. Chamber of Commerce

Zack Hurt, Chamber of Commerce Membership Services, introduced Wanda Haustus, Director of Education at Gummy Bear Childcare which is licensed for the care of 35 children, DES approved and Empower approved. They care for infants through school age children and are open Monday through Friday 6 a.m. to 6:00 p.m. Their facility is located at 8416 E. Spouse; phone 928 772-0303. Wanda added that they are excited about the float they will be entering in the Prescott Valley Days parade.

Zack Hurt announced the upcoming Pronghorn Golf Classic on April 25th, Team Up to Clean Up, the Battle of the Bands in May and PV Days June 18th through 21st. For more information about any of these events call the Chamber at 772-8857, go to PVChamber.org or stop by the Chamber at 7120 Pav Way.

c. Citizen of the Month

Communications Relations Coordinator Heidi Foster said March's Citizen of the Month has not arrived; however, she announced that the selection for March is Liz Gitten, President of the Yavapai Soccer Club which has 700 plus players in the quad city area. Liz manages a Board of Directors of 14 and has been a very positive influence on children and parents in the Prescott Valley area. She is very involved in extracurricular activities for youth in the area even as a parent of 6 children of her own. She has a calm demeanor and a hard work ethic. She can be seen any Saturday during the season from 7:00 a.m. to 2:00 p.m. out at the soccer fields making sure everything goes right. She has done a great job of moving the organization forward and getting leaders and business owners together to build strong community ties for the kids. Liz wants to hear what families want and need for their soccer program thereby bridging the gap between the board room and the field. She has sought out the most skilled professionals to help her lead including Hugh Bell (former high school and college soccer coach). Her goals are teaching the love of soccer, showing respect for other athletes, coaches and officials and also keeping volunteers excited and motivated.

Heidi stated they are looking for nominations of people who go above and beyond and are great citizens of our community for Citizen of the Month. She encouraged people to nominate people by calling her at 928 759-3123.

Liz Gitten came into the meeting just after Jason Kaufman received his certificate. At that time Council member Steven Marshall and Heidi Foster presented her with her plaque and congratulated her for being the March Citizen of the Month. Liz said 800 families are in the club so she doesn't work alone. She expressed appreciation for the 100 team volunteers who help carry the load at the club. Council member Marshall said he appreciates what she is doing because she is keeping the kids in the community busy by giving them something to do.

6. CERTIFICATES

a. Certificate of Appreciation to Jason Kaufman for 15 years of service

Chief Bryan Jarrell said Jason comes from a family with generations of New York law enforcement officers. The family wanted something different for Jason so they sent him to Arizona. He attended and received an Aerospace Degree from Embry Riddle in 1993, but in his heart he knew he wanted to be in law enforcement. He worked his way up from Detention Officer with YCSO then in 2000 he was welcomed to the PVPD. He has worked his way up to Corporal and is an instructor at NARTA and holds many other training certificates in numerous law enforcement fields. Jason has received many awards, commendations and certificates. Jason is married to April and has a beautiful daughter, Brooklyn, who is also here tonight. Jason is a person of high integrity and superior character. The department and community are fortunate to have Jason serving this town.

Mayor Skoog added that he doesn't do it alone. There is a special person who works with him. Normally behind every good man is a good woman. "This lady doesn't stand behind you, she is by his side". Mayor Skoog invited April and Brooklyn forward. April said she is proud of Jason - he is the best man that she knows. He conducts his personal life the same way as his public life with integrity and honor.

Vice Mayor Nye said she recognized him as a man who strives and would not take 'no' for an answer. Jason epitomizes everything Council is proud of and thanked him on behalf of the community. Council member Mallory thanked him and said Jason has an amazing history with all the things he has accomplished. We are blessed to have him here and appreciate, support and depend on his commitment to this town. Council members thanked Jason for 15 years of service to the community saying they all appreciate what he does every day. Jason exemplifies what many of what our other officers try to achieve.

Mayor Skoog presented Jason with a plaque, pin and a check for his 15 years of service. Jason thanked the Council for allowing him to do what he loves to do. He also thanked his wife and family, the chief and his Lieutenant who have all been an inspiration to him.

7. COMMENTS/COMMUNICATIONS

Council member Grossman participated, for the second time, in the Wildland Fire Academy being held at Embry Riddle. He found it was a very interesting and rewarding experience. Six hundred and eighty-one students went through the class. All the instructors are volunteers. Students pay a fee to attend this \$250,000 event paid for by community donations.

Council member Marshall announced the *Stand up for Veterans Job Fair* Saturday April 18th from 9-5 at the PV Event Center to include a Service Fair for Veterans too.

8. CONSENT AGENDA

- a. *Approving the February 19 Work Study and February 26, 2015 Regular Minutes*
- b. *Approving Reversionary Plat RP15-001, Universal Homes*

- c. *Approving the refutation of all bids received on January 26, 2015 for the purchase of Bucket Truck for the Streets Department*
- d. *Approving Accounts Payable of February 17 to March 2, 2015*
- e. *Quarterly TPT Report*

Council Member Marshall made the MOTION, seconded by Council Member Anderson, to approve the Consent Agenda, by electronic vote. MOTION carried with 7 ayes and 0 nays.

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

a. *Consideration of appointing Albert Wood to the Board of Adjustment*

Vice Mayor Nye said one position on the Board of Adjustment became open when Arda Rutherford resigned October of 2014 due to her new appointment to the Planning & Zoning Commission on October 23, 2014. Ms. Rutherford was first appointed to the Board of Adjustment on March 13, 2012 to fill an existing term and then re-appointed on January 23, 2014 to a second term with a renewal date of January 31, 2017.

The vacancy was advertised and one (1) application was received. Vice Mayor Lora Lee Nye and Councilmember Mary Mallory conducted the interview and are recommending the appointment of Albert Wood to fill the vacancy made by Arda Rutherford's departure, with a term renewal date of January 31, 2017.

Council Member Mallory made the MOTION, seconded by Vice Mayor Nye, to appoint Albert Wood to the Board of Adjustment, by electronic vote. MOTION carried with 7 ayes and 0 nays.

b. *Consideration of appointing Geni LeQuesne to the Personnel Board*

Vice Mayor Nye said one position on the Personnel Board became open when Jan Bear retired from the Town's employ effective February 27, 2015. Jan Bear was first appointed to a full term as the non-exempt alternate employee member on the Personnel Board May 27, 2004 with a term renewal date of April 25, 2006 and then reappointed to five (5) more consecutive terms with the last term with a renewal date of April 25, 2016.

The vacancy was advertised and two (2) applications were received. Vice Mayor Lora Lee Nye and Councilmember Mary Mallory conducted the interviews and are recommending the appointment of Geni LeQuesne to fill the vacancy made by Jan Bear's departure, with a term renewal date of April 25, 2016.

Vice Mayor Nye added that it was hard to choose between two exemplary employees. They selected Geni LeQuesne to fill the position.

Geni came forward with her daughter Aimee and said she has been with the town 14 years which will be 15 years in October. While she really hadn't been prepared to talk she was encouraged by Vice Mayor Nye to say why she wants to serve on this board. Geni said she feels she has the time to volunteer and thought it is a good time to do it.

Vice Mayor Nye added that they were impressed with the background work Geni has done. Mallory said she has amazing detail and ethics in the things that she has done. She is going to be a great asset to this board.

Council Member Mallory made the MOTION, seconded by Council Member Anderson, to appoint Geni LeQuesne to the Personnel Board, by electronic vote. MOTION carried with 7 ayes and 0 nays.

c. Consideration of approving the initial funds to the Census Bureau to conduct a mid-decadal census

Community Development Director Richard Parker said this is an effort to better assess the population in the Town of Prescott Valley with the resultant benefit of the potential increase of revenue sharing dollars currently based on the 2010 census. The town has continued to grow since 2010 and continued to do so even during the recessionary period. Parker believes there is a large gap between the current state population numbers and what it should actually be. Therefore, they are proposing a mid-decadal census to better assess the population. The town would benefit from the additional revenues that otherwise it would not. The cost for this census is approximately \$750,000. Council is being asked to approve the IGA with the Census Bureau and cut a check for approximately \$350,000 and change to pay the Census Bureau for their staff work to get the ball rolling, start hiring enumerators and be on site to assist in the process. The census taking would begin in the next fiscal year. A Public Relations process will be undertaken by the town, over and above what the Census Bureau does, to engage the citizenry so they know that their response counts. State shared revenue money is allocated for every resident so that the town can provide the necessary services to the community. Parker is confident that the expended dollars will be reimbursed to the town quickly plus the hundreds, if not millions, of dollars over and above what it would cost to conduct this mid-decadal census.

Town Manager Tarkowski said the significant cost will be recovered, he believes, the first year of the increase in state shared revenue. Other Arizona communities are conducting mid-decadal census too which will result in a reduction of the amount of state shared revenues to us if we do not conduct a mid-decadal census too.

Parker responded to several questions from the Council as follows. He commented that undercounts from the last census will be overcome by people knocking on doors instead of sending out a mailer. They will be using the GIS data sets showing where every house is. He assured Council that we will exceed the State number by several thousand. The vacancy rate is not as high as it was in 2010 (at 12 percent) which historically had not been higher than 5 percent. Other challenges include those who may not want to be found and the Spanish speaking folks which Parker assured Council will be addressed. They will determine the number of folks

who will not open the door via a survey. He hopes that only a small number will not respond to the census taker.

Town Manager Tarkowski said we have an annual agreement with the state that withholding of the 15 % state shared revenues interests are protected through the League of Arizona Cities and Towns. There has been some change in the tax law/collection process resulting in a small hit on these funds by the Department of Revenue. Every Arizona city and town will take the hit. He cautioned that additional legislation to take more of that state shared revenue may come forth during this open legislative session.

Council member Mallory commented that she realizes it is a substantial amount of money, but she knows the Town of Prescott Valley does a great job in everything they do and so she believes this effort is an investment in our community. Parker interjected that houses are being built in the town and being filled with other than local residents. While the growth is not at the 12 or 14 percent rate it was pre-recession, it is more robust than other communities in Arizona. We need to take advantage of that. Council member Whiting commented it is an investment in our future and he is looking for numbers that exceed the expectations.

Council Member Grossman made the MOTION, seconded by Council Member Anderson, to approve the Memorandum of Understanding with the Census Bureau to conduct a Special Census for the Town of Prescott Valley, and (b) approve the transfer from Special Revenue Community Development Grant fund to the General Fund Non Departmental budget in the amount of \$328,387, by electronic vote. MOTION carried with 7 ayes and 0 nays.

d. Consideration of approving Enterprise Parkway Project - CIP# E364 Change Order #3, in an amount of \$48,018.16

Public Works Director Norm Davis said construction on Enterprise Parkway is going well. The owners of the adjacent Prescott Valley Business Park approached the Town with a request to widen Enterprise Parkway now and add a left turn lane to accommodate future connection of Academy Way to allow access from the Business Park. Financing and construction of such a connection could be postponed until actual development of a new business occurs and could be imposed as a cost on the business. However, it is being requested now as a Town cost in the amount of \$44,250.56 for economic development purposes. At the same time, it is proposed that the change order include a new concrete box culvert costing \$3,767.60 in order to avoid conflicts with existing fiber optic utilities.

Vice Mayor Nye made the MOTION, seconded by Council Member Mallory, to approve Enterprise Parkway Project - CIP# E364 Change Order #3, in an amount of \$48,018.16, by electronic vote. MOTION carried with 7 ayes and 0 nays.

e. Consideration of approving Northside Sewer Installation Project CIP# W280.3 - Change Order #2 with Capital Improvements LLC, in an amount of \$23,567.42

Utility Operations Manager Mark Kieran said the project went fairly well. Incidental adjustments had to be made to accommodate a sewer line alignment to avoid conflict with an existing natural

gas line, an adjustment to a receiving manhole to accommodate force mains, and an adjustment to contract quantities to reflect as-built quantities.

Council Member Grossman made the MOTION, seconded by Council Member Anderson, to approve Northside Sewer Installation Project CIP# W280.3 - Change Order #2 with Capital Improvements LLC, in an amount of \$23,567.42, by electronic vote. MOTION carried with 7 ayes and 0 nays.

f. Consideration of approving Resolution No. 1907 approving FDP15-001 for Little Dealer Little Prices

Town Planner Carmen Ogden said Little Dealer Little Prices is putting in a 20,000 square foot facility along with associated parking and accessory uses on approximately eleven acres. On January 22, 2015, upon adoption of Resolution No. 1902, the Town Council approved a development agreement between the Town and Prescott Valley Investment Group, LLC to develop the said property as a Regional RV Sales Center. The current zoning classification and underlying Land Use designation of Commercial, Minor Industrial are appropriate for this use. The project will develop in two phases. Installation of a temporary sales office to be used for the selling of recreational vehicles while the main building is under construction will constitute Phase 1. Construction and completion of the permanent dealership will constitute Phase 2. The temporary sales office will be removed when the permanent dealership is completed.

Council Member Marshall made the MOTION, seconded by Council Member Anderson, to approve Resolution No. 1907 approving FDP15-001 for Little Dealer Little Prices, by electronic vote. MOTION carried with 7 ayes and 0 nays.

10. COMMENTS FROM THE PUBLIC

No comments were forthcoming.

11. ADJOURNMENT

Council Member Mallory made the MOTION, seconded by Council Member Marshall, to adjourn the meeting, by electronic vote. MOTION carried with 7 ayes and 0 nays.

Mayor Skoog adjourned the meeting at 6:30 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, March 12, 2015.

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

Dated this March 13, 2015

Diane Russell, Town Clerk