

**TOWN OF PRESCOTT VALLEY
REGULAR COUNCIL MEETING
MINUTES
April 9, 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 Charlie Hail of the Prescott Valley Church of the Nazarene gave the Invocation.

3. PLEDGE OF ALLEGIANCE

Gerald Szostack 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.

5. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. Boys & Girls Club Update

Gerald Szostack, Executive Director of the Boys and Girls Club, said that the after school and summer program has been assisting kids 6 to 18 years of age for the last 15 years. Their focus is on 4 key areas of success: a) academics - assisting the kids with homework; b) healthy lifestyles - engaging the kids in physical activities every day; c) good character and citizenship - centering on community service; d) and have fun with the kids. Back in February 2014 the Boys and Girls Clubs of America suspended operations of the two Boys and Girls Clubs of Central Arizona in Prescott Valley and Prescott due to lack of funding and a bad 'vibe' at the clubs. Steps were taken by the Phoenix organization to revise the club by providing some leadership and back-office assistance giving Gerald the time to focus on program funding to make the program sustainable again. Since then two full-time staff members have been hired, they have cleaned up the club, installed new computers, added new (to them) 15 passenger buses, added new financial and HR policies and procedures. They also lowered the membership fees. Five staff members have been hired and put through a staff training program including development practices. Even

with the problems last year, they saw 300 kids go through last year's summer program. They served 475 kids since reopening both clubs. The club currently has 7 board members, one of whom is PVPD Police Chief Bryan Jarrell. Parks & Rec Director Brian Witty and his staff assisted with the successful Wild West Mud Fest held in the Entertainment District. The club plans a second annual Mud Fest in September 2015. The donor base increased as good news spread about what the club does so that they are now able to build up a non-profit reserve account for a 'rainy day'. 2015 has seen tremendous growth in the club with a daily attendance of about 105 kids; on busy days 120 kids attend. They are almost outgrowing the facility, but the beauty of it is they have the park right outside the door. The club is looking for basketball court funding that could be built next to the club building. The club holds teen nights every other Friday 6:00 - 8:00 p.m. They also try to run open gym a couple of hours a month at Mountain View School to serve teens. Gerald said he hopes to bring a Junior Suns Program to Prescott Valley in conjunction with some of the schools. He said Boys and Girls Clubs should have sports activities and should be running leagues. The Board has a goal to add 8 additional dedicated Board Members and would like to increase the individual giving by 52 percent by educating the public about what the club is doing. Gerald encourages the Council to tour the club house.

Town Manager Larry Tarkowski thanked the Phoenix organization for providing assistance when it was needed and said they have done an outstanding job of fixing what was broken to grow the program.

b. Team Up to Clean Up

Chamber of Commerce Gloria Gross said Team-up to Clean-up is May 2, 2015. The Chamber partners with the Town to help collect unwanted disposables. Pizza, hot dogs, T-shirts and bags are given to the volunteers. If you want to volunteer meet at 9:00 a.m. at the Chamber of Commerce.

c. Chamber of Commerce Graduates

Gloria announced that eleven people graduated from the Chamber of Commerce Business Academy. Graduates Ms. Lesa West, Victoria Mench and Debby Gatto said they enjoyed the academy, learned a lot and encouraged others to 'catch up' with the times (social media). Another Academy will be held in the fall.

Gloria also reminded everyone that the Chamber's Golf Tournament is 2 weeks from Saturday, on April 25.

d. Citizen of the Month

Heidi Foster said Marys Dunn was nominated by PVPD Officers Paul Hines and Dave McNally in recognition for her free grooming services of the K-9s Kio and Jake and her donations for the dog's needs. Dunn is a groomer at Kennel Kamp Village. Foster read the plaque after which Council member Steven Marshall presented it to Dunn with Council's appreciation.

Officer Hines said she taught him a lot about how to care for the dog and how to provide a good foundation for the dog's needs. The relationship has grown to become family. Officer McNally said it is a joy to see Dunn every other week and talk about the dogs. The dogs are well taken care of and healthy.

Dunn said this is an honor, but they have given her and her family a lot more than she has given them.

6. PROCLAMATIONS

a. Arbor Day

Town Clerk Diane Russell read the proclamation after which Mayor Skoog and Vice Mayor Nye presented it to the Parks & Recreation Commission members Michelle Tissot, Elaine Fahlman, Danny Avalos and Ron Brinkman. Brinkman invited the public to Arbor Day being held at Antelope Park 10:00 a.m. until noon. Volunteers are needed to do the tree inventory on May 9. Avalos thanked the Council for their involvement and understanding of how important the parks are to our community, not only aesthetically but in bringing the community together. Fahlman said the parks have always meant a great deal to her after having grown up in a city. Tissot thanked them for supporting the parks and being a part of what they are working hard to do.

Tarkowski said it is appropriate that the Arbor Day celebration is being held at Antelope Park. The trees at the park are now 45 or 50 feet tall were planted by the Town using a Forestry Grant years ago. Council member Mallory said this group works well together and does a great job.

b. National Library Week 2015

Town Clerk Diane Russell read the proclamation. Casey Van Haren and Megan Hammond accepted the proclamation from Mayor Skoog and Vice Mayor Nye. Nye commented that a big piece of her heart is involved in this library and she still likes to hold a book. We are a blessed community for all the various programs held for all ages at the library.

Van Haren and Hammond expressed their appreciation for the Council's and the community's support. It is a blessing.

c. National Volunteer Week

Town Clerk Diane Russell read the proclamation after which it was presented to Heidi Foster. Vice Mayor Nye commended Heidi for the tremendous improvements in growth of our Volunteer Central and her dedication to it.

Foster said in just over the year and a half she has been doing this she is "blown away" with the dedication and the desire to give of our 230 volunteers in this community now working in many departments. They save taxpayer money and give of themselves. On April 22 the Town will sponsor the first Volunteer Appreciation Banquet to show appreciation to all the volunteers.

7. COMMENTS/COMMUNICATIONS

Vice Mayor Nye announced the April 11 at 5:30 p.m. dedication of the new improved stage and amphitheater expansion event called *Theatre on the Green*. Families are encouraged to attend with their lawn chairs, lap robes and snacks.

Council member Steven Marshall announced the April 18 *Prescott Valley Stand up for Veterans* event 9 a.m. – 5 pm. at the PV Event Center. A job fair is included along with lunch for the veterans. Invite any veterans you may know. Vice Mayor Nye thanked Marshall for all the heart and hard work he has put into this event.

8. CONSENT AGENDA

- a. *Approving the March 26, 2015 Council meeting minutes*
- b. *Approving a new Series 12 Restaurant Liquor License and Interim Permit for Randall's LLC located at 1030 N. Prescott Country Club Blvd. Dewey (formerly Bogey's Grill); Randall J. Bonneville, applicant*
- c. *Approving a Permanent Extension of Premises/Patio Permit for existing Liquor License #06130055 for Barefoot Bob's Billiards located at 8367 East Pecos Drive; applicant, Cheryl A. Soto*
- d. *Approving the purchase of a 2009 Dodge, Model 5500 Bucket Truck from I80 Equipment, Inc. in the amount of \$75,000*
- e. *Approving the attached Right-of-Way Agreement with the Arizona State Land Department for the Northside Sewer Project, CIP #W280.3*
- f. *Approving Accounts Payable*

Council Member Mallory made the MOTION, seconded by Council Member Anderson, to approve all items listed on 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. *Public Hearing: Zoning Map Change (ZMC15-001) - Enterprise Parkway*

Mayor Skoog opened the public hearing.

Planner Carmen Ogden said this 5,800 acre parcel is adjacent to the Enterprise Parkway improvement which was annexed in January 2015. The adjacent property is zoned M1 PAD (Industrial; General Limited-Planned Area Development). This would be the appropriate zoning for this property to encourage development. Ogden added that M1-PAD is the only district that

allows sexually-oriented businesses. Therefore the Planning and Zoning Commission voted unanimously to forward a recommendation of approval to the Town Council for ZMC15-001 with the following conditions:

1. Uses allowed under Subsection 13-17-020(A)(12), Sexually-Oriented Businesses, be prohibited in the subject area.
2. Required participation by applicants to turn lane improvements commensurate with the traffic generated by future development as determined by traffic studies and approved by the Town Engineer.

No public or Council comments were forthcoming. Vice Mayor Nye commented that this is indicative of a high degree of trust of the Council for Staff. Mayor Skoog closed the public hearing.

Council member Whiting commented that Council members are proud to indicate to other municipalities that they are improving the Town's access to the Town's industrial area to attract bigger and better businesses to that area.

b. Consideration of approving the reading of Ordinance No. 804 by title only on two separate occasions, then place the same on final passage approving Zoning Map Change (ZMC15-001) Enterprise Parkway

Vice Mayor Nye made the MOTION, seconded by Council Member Marshall, to read **Ordinance No. 804** by title only on two separate occasions, and then place the same on final passage, by electronic vote. MOTION carried with 7 ayes and 0 nays.

Town Clerk Diane Russell read Ordinance No. 804 by title only for the first reading.

c. Public Hearing: Zoning Map Change (ZMC15-002) - Jones

Mayor Skoog opened the Public Hearing.

Community Development Director Richard Parker said Council reviewed this a couple of weeks ago as a General Plan amendment having received a recommendation from the Planning and Zoning Commission to amend the plan. This recommendation is congruent with the Town's General Plan. No one has attended the public meetings to discuss this. No public comments were forthcoming.

Mayor Skoog closed the Public Hearing.

d. Consideration of approving the reading of Ordinance No. 805 by title only on two separate occasions, then place the same on final passage approving Zoning Map Change (ZMC15-002) - Jones

Council Member Grossman made the MOTION, seconded by Council Member Anderson, to read **Ordinance No. 805** by title only on two separate occasions, and then place the same on final passage, by electronic vote. MOTION carried with 7 ayes and 0 nays.

Town Clerk Diane Russell read Ordinance No. 805 by title only for the first reading.

Mayor Skoog said that Vice Mayor Nye commented earlier that there is a high degree of trust of the Council to Staff. He thinks that holds true for the community of the staff as well.

e. Consideration of approving a supplemental Maintenance Agreement with EPNG (El Paso Natural Gas) for the construction of a Multi-Use Path on the PV Pipeline Right-of-Way

Public Works Director Norm Davis said this easement was obtained twenty-four years ago (1991) to be used as a multi-use path. This project is funded by four federal grants totaling \$2 million that will pay for this multi-use path running along the El Paso gas line. The Use/Maintenance Agreement required by Kinder Morgan (EPNG) assures them integrity of the gas line in regards to the multi-use path. Construction may begin as soon as the Fall of 2015. This piece of the path will provide connectivity between Mountain Valley Park and Antelope Park, and the Coyote Springs Elementary, Bradshaw Mountain East High Campus and Mountain Valley Schools. ADOT will administer the contract and federal reporting.

Council Member Marshall made the MOTION, seconded by Council Member Whiting, to approve the attached supplemental Maintenance Agreement with EPNG for the construction of a Multi-Use Path on the PV Pipeline Right-of-Way, by electronic vote. MOTION carried with 7 ayes and 0 nays.

f. Consideration of approving a contract with the low bidder, Waste Management of Arizona, Inc., for disposal services for Clean-up Day - Spring 2015 in an amount of \$31,990.25

Public Works Director Norm Davis said Saturday, May 2 8:00 a.m. - 4:00 p.m. is the *Clean-up Day* event. Flyers about the event are being distributed via the utility billings through the month of April. Waste Management of Arizona Inc. submitted the lowest bid for disposal services in the amount of \$31,990.25. The Chamber of Commerce, Yavapai County and Dewey Humboldt will be participating in the event too. As a reminder streets are available for *Adopt-a-Street* if anyone is interested. The fee schedule is the same this year: \$2 per car, \$5 per pickup truck. Arrangement can be made to have ‘stuff’ picked up by the Early Bird Lions Club by calling Public Works at 759-3070.

Council Member Marshall made the MOTION, seconded by Council Member Grossman, to approve a contract with the low bidder, Waste Management of Arizona, Inc., for disposal services for Clean-up Day - Spring 2015 in an amount of \$31,990.25, by electronic vote. MOTION carried with 7 ayes and 0 nays.

g. Consideration of adopting the attached NOTICE under ARS §9-511.01 to modify (and, in some cases, increase) Water & Wastewater System Capacity and Water Resource Charges and set a public hearing date to consider said proposal

Utility Director Neil Wadsworth stated that Town contracted with Raftelis Financial Consultants, Inc. to perform a study of the Town’s water and wastewater system capacity charges in order to update those charges with the goal to eliminate the dual fee structure and look at a different

method of assessing those fees. The study determined that the new fees are very similar to what the fees currently are. Single-family water and system wastewater fees north of 89A came down by \$227 per house and south of 89A they went up by \$32. Currently water and waste water system capacity charges for residential is a flat/fixed fee; multifamily fees are based on a percentage of residential; commercial fees are based on the number of fixture units and undefined customer types are based on meter size. Staff is proposing to base everything on meter size. Apartment (80%) and hotel (50%) fees are currently assessed on a specific percentage of the single family residential dollar amount, multiplied by the number of units or rooms built. Yet the demand on the system by hotels is typically only twenty-five percent of what a single family resident might use. Apartments typically use around thirty percent. The proposed use of a meter size assessment method is fairer as it will eliminate that fee discrepancy.

The commercial side of the study received mixed results as fixture unit counts don't always accurately reflect the water usage of that facility. Also, the requested meter size is probably larger than needed, so under the new methodology, based on meter size, the Town would end up charging them more than they actually would under the fixture unit side. If they put in the appropriate size meter the fees are very comparable. Expansion of the facility without a need to increase the meter size will not require any additional fees. Staff also wants to apply this same methodology to the water resources charge which was not a part of the Raftelis Study. The results only change the fee by a couple of dollars for single family residential. As the meter gets bigger, the fee gets bigger. Wadsworth proceeded to present hypothetical figures for multiple customer types.

Council Member Mallory made the MOTION, seconded by Council Member Marshall, to adopt the attached NOTICE under ARS §9-511.01 to modify (and, in some cases, increase) Water & Wastewater System Capacity and Water Resource Charges and set a public hearing date to consider said proposal, by electronic vote. MOTION carried with 7 ayes and 0 nays.

10. COMMENTS FROM THE PUBLIC

Chino Valley Fire District Chief Scott Freitag said some unfortunate cuts and some tough decisions had to be made to make the Chino Valley Fire District sustainable for the future. The Public Safety Personnel Retirement System (PSPRS) is an issue for police and fire departments throughout the state. Due to some negative publicity, he clarified that he is not saying that PSPRS Administration refuses to reform which is in fact not the case. The PSPRS Administration has been working for reform as has the Professional Fire Fighters of Arizona putting forth plans that cut benefits to current members within the system and limited those benefits to current retirees. Because it is a constitutional item, action has to be taken by the legislature via referendum or consensus of seventy-five percent of the legislature. They are hoping for reform in the next legislative session. Our local legislators are supportive of PSPRS reform and have championed the cause. The April 21 CYFD Board meeting discussion of the draft budget will provide final direction after which he will come back before council to discuss the budget and Central Yavapai moving forward.

Vice Mayor Nye asked for rumor control. Freitag responded with CYFD will not be making cuts and closing stations this year. If those PSPRS increases continue at 6-10 percent, they will be in

danger of laying off fire fighters. The Board will continue to put forth fiscal plans that show a break over where the tax rate begins to come down. Right now they are hamstrung by costs that are handed to them that they have no control over. They are working diligently to stick to a plan cutting where they need to cut, but jobs and station closers are not on the docket now or in the future for CYFD.

11. MOTION TO CONVENE INTO EXECUTIVE SESSION in order to conduct the annual review and evaluation of the performance of the Town Clerk/Risk Manager Diane Russell. The executive session is scheduled pursuant to Arizona Revised Statutes Section 38-431.03(A)(1), which allows for discussion or consideration of employment, assignment or appointment of a public officer, appointee or employee.

Vice Mayor Nye made the MOTION, seconded by Council Member Whiting, to convene into executive session, by electronic vote. MOTION carried with 7 ayes and 0 nays.

12. RECESS INTO EXECUTIVE SESSION

Mayor Skoog recessed the meeting at 7:01 p.m.

13. RECONVENE INTO REGULAR SESSION

Council reconvened into regular session at 7:18 p.m.

14. ACTION (IF ANY) RELATED TO EXECUTIVE SESSION ITEMS

Council Member Anderson made the MOTION, seconded by Council Member Whiting, that Council award Town Clerk Diane Russell the maximum allowable increase based on her performance this year. MOTION carried UNANIMOUSLY.

15. ADJOURNMENT

Council member Whiting, seconded by Council member Anderson, to adjourn the meeting, by roll call vote. MOTION carried UNANIMOUSLY. Mayor Skoog adjourned the meeting at approximately 7:18 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, April 9, 2015.

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

Dated this April 14, 2015

Diane Russell, Town Clerk