

**TOWN OF PRESCOTT VALLEY  
REGULAR COUNCIL MEETING  
MINUTES  
September 10, 2015**

Library Auditorium/Council Chambers  
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 Don Tjiema of the Mountain Valley Church gave the invocation.

3. PLEDGE OF ALLEGIANCE

Vice Mayor Anderson led in the recitation of the Pledge of Allegiance said in unison.

4. ROLL CALL

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

5. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. Chamber of Commerce

Gloria Grose from the Chamber of Commerce announced that the Home, Health and Lifestyle Expo is this weekend and encouraged everyone to attend.

c. James Gregory, promoted to Lieutenant

Prior to going to the promotions ceremony and in light of the 9/11 anniversary, Police Chief Bryan Jarrell thanked the community for the support they give the PD. He showed a stack of thank you cards given to him by the kids from the Boys and Girls Club thanking them for what they do every day.

Chief Jarrell presented the law enforcement career background of James Gregory noting his commendations received and the highlights of his career. Mayor Skoog swore in James Gregory as Lieutenant. Lieutenant Gregory's father pinned the lieutenant's badge on James' uniform. Vice

Mayor Anderson congratulated James and thanked his family for their support of him. Deputy Chief James Edelstein said all Gregory's experience will really help him in this position as well as Prescott Valley. Mrs. Gregory thanked everybody and said how proud she is of James. She knows he will do a good job. Gregory thanked mentor Joe Cappelli, said the Town is a great place to work, then thanked the department saying he is looking forward to all the challenges he will be facing. He is excited about the new position.

Mayor Skoog said Joe Cappelli was an officer with Prescott Valley for many years prior to moving on to the Yavapai College Chief position; now retired.

*b. Mike Williams, promoted to Sergeant*

Chief Jarrell provided the history of Mike Williams 16-year law enforcement career and highlighted the achievements he has made over the years. Mayor Skoog swore Mike Williams into the Sergeant position after which Mike's father and mother pinned the sergeant's badge on his uniform. Mike's wife Val said they are a very proud family. Mike's mother and father came forward expressing pride in him and adding a few good words about their son. Mike thanked his family and friends, especially his mentors former Sergeant Joe Cappelli and Lieutenant Gregory, who are present. Mike dedicated this promotion to his brother Captain Tony A.J. Williams, a fire fighter, who passed away last December.

*d. Introducing PVPD Records Supervisor Denise Ryan*

Chief Jarrell provided Denise's military and career history noting her Army service here and abroad. Denise thanked the PD and council for entrusting her with this position. She is looking forward to serving to the best of her ability.

*6. PROCLAMATIONS*

*a. Constitution Week, Elaine Myers*

Town Clerk Diane Russell read the proclamation after which it was presented to the Daughters of the Revolution. Elaine Myers introduced Chapter members Sue Burke, Dorothy Costanos, Blaire Griffin and Tina Bourdon. The Daughters of the Revolution promote and preserve the constitution, family and history of the U.S.A.

*b. Dystonia Awareness, Antar & Miyoshi Brame*

Town Clerk Diane Russell read the proclamation. Vice Mayor Anderson said that this is something that we don't spend timing discussing. They are proud, as a town, to help make more people aware of this disease. Antar and Miyoshi Brame thanked the council for helping spread awareness of this debilitating disease. They hope to find a cure for it someday. Mrs. Brame encouraged people with debilitating diseases not to give up.

*7. MAYOR'S RECOGNITION AWARD*

a. KPPV 30th Anniversary, Sanford & Terry Cohen

Mayor Skoog called Sanford and Terry Cohen forward to congratulate them for their 30 years in the radio business. Sanford presented a KIHX 'historical' basketball shirt from 30 years ago to be put in the historical museum. Terry said she can't believe it has been 30 years and they are looking forward to the next 30 years. Vice Mayor Anderson and Mayor Skoog said the Cohens have represented the Town very proudly for many years, meant a lot to, and helped the community. Mayor Skoog presented them with a Mayor's Recognition Award.

Council member Nye commented that they are more than appreciated for always being there. They are loved. Council members each expressed appreciation to the couple. Sanford recounted a story of their arrival in Prescott Valley when the population was 3,200 after which he thanked them for this recognition and honor. Town Manager Larry Tarkowski said they are an integral part of this community, as community builders from the beginning, and it continues to this day. Businesses such as theirs make this country strong. They are agile, creative and have done a great job. Council members said Sanford is the *voice of the community* as owner of the KPPV Radio Station. Sanford recognized some of their employees in attendance. Congratulations were expressed by all Council members.

8. CERTIFICATES

a. Certificate of Appreciation to Woody Lewis for 30 years of service

Community Development Director Richard Parker said it nice to see longevity in this community. Richard provided trivia and early conditions of the community back when Woody Lewis started work here in 1985. Woody has contributed to the successes the Town has had. Woody has made this Building Department the best in the Quad City area and possibly the State of Arizona and no one does a better job providing customer service than Woody. He is a problem solver and respected among his colleagues. Richard remarked that former employee Julia Bowers submitted *it was a pleasure serving with him and she greatly respects him*. Because Woody writes everything down and has worn a pocket protector for the last 30 years he was presented with 12 additional pocket protectors in hopes that they can keep him going another 10 years. Council members and the Town Manager said Woody is a fixture around here who gives outstanding customer service and thanked him for his attitude and hard work. Council members added that Woody is quite the gentleman, helpful and knowledgeable, and congratulated him for his 30-year commitment and dedication and encouraged him to continue on with the Town as long as he is willing and able. Woody was given a standing ovation in appreciation. Mayor Skoog presented him with a plaque, pin and a \$600 check. Woody said the time has gone by real fast and it has all been good. He has dealt with a lot of people over the years. He likes his job or he wouldn't be here.

b. Certificate of Appreciation to Joe Scott for 20 years of service

Community Development Director Richard Parker said Joe Scott came to work here in 1995. Joe has an interesting character and demeanor when you talk with him. He comes across very serious

all the time, but he has a wicked sense of humor. He has worked hard, mostly in the background. Joe's graphic artist skills are the best that he has ever seen. He is a magical map maker. He is an AICP certified planner as a practitioner in his job as a planning professional. Joe authorized many chapters in the *General Plan 2025* which was completed in house. Richard congratulated Joe on 20 years and hopes he will stick around at least another 10 years. Town Manager Larry Tarkowski thanked Joe for all the hard work and in getting the developers through the process. Vice Mayor Anderson thanked him for all he has done and continues to do for the Town; they look forward to another 20 years from him. Congratulations were expressed by the other council members saying Joe has strengthened the community and helped it attain the reputation that it has. They look forward to many more years. Joe has made the *General Plan 2025* a viable plan for the Town's future. Mayor Skoog presented Joe with a plaque, pin and \$400 check for his 20 years of service to the Town. Joe thanked the Planning and Zoning Commission, current and past; Director Richard Parker for the opportunity to serve the community and be a part of contributing to the growth and development to what was once a quiet little community into what is a mature and vibrant community. It has been very rewarding. He gave a shout out to all the Com Dev employees over the years and Administrative Staff. Mayor Skoog said they look forward to another 20 years.

#### 9. COMMENTS/COMMUNICATIONS

Council member Mallory reminded everyone that tomorrow night at 6:00 p.m. the 9/11 Ceremony will take place at the Civic Center. Take this opportunity to walk among the Field of Flags Healing Field as they will be taken down Saturday. Council member Nye thanked everyone who has contributed and supported the Healing Field and thanked Mary Mallory for making it possible.

Council member Grossman wished the Jewish community a Happy Jewish New Year. He also reminded everyone that this Saturday March of Dimes, March for Babies Walk/Run beginning at the Freedom Station kicks off at 8:00 a.m. A pancake breakfast will be provided to the participants.

#### 10. CONSENT AGENDA

- a. *Approving the August 27, 2015 Council meeting minutes*
- b. *Approving a new Series 6 Liquor License, Interim Permit and Person Transfer for the Prescott Club dba StoneRidge Golf Course located at 1601 N. Bluff Top Dr., Jesus M. Altamirano, applicant*
- c. *Approving the Public Works purchase of one 2016 3/4 ton Pickup Truck under State Contract pricing in an amount of \$34,944.17 from Sanderson Ford of Glendale*
- d. *Approving Accounts Payable*
- e. *Department Reports*

- f. *Approving the purchase of Rejuvenating Oil Application for the Fiscal Year 2015/2016 to Western Emulsions, Inc. in the total purchase amount of \$29,194.20*
- g. *Authorizing the Police Department to make application for a \$10,000.00 Victim Assistance Grant through the 2015/2016 Arizona Department of Public Safety, Victims of Crime Act Crime requiring 20 percent in matching funds to provide direct dedicated services to victims of crime*
- h. *Authorizing the Police Department to make application for a \$10,000.00 Victim Assistance Grant through the 2015/2016 Arizona Department of Public Safety, Victims of Crime Act Crime requiring 20 percent in matching funds for emergency assistance needs*

Vice Mayor Anderson made the MOTION, seconded by Council Member Nye, to approve all items on the consent agenda, by roll call vote. MOTION carried with 7 ayes and 0 nays.

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

- a. *Consideration of approving an Intergovernmental Agreement with the Yavapai County Flood Control District (YCFCD) to complete final construction plans for the Viewpoint Dr. Floodplain Channelization project*

Public Works Director Norm Davis reported that the Town has a successful partnership with the Yavapai County Flood Control District. Last year 30 percent plans for the whole project corridor were completed. The plans are 100 percent complete and broken into 3 phases. Tonight he would like to see an Intergovernmental Agreement for \$500,000 approved with the District. Phase I is planned to begin construction in January. Norm thanked Yavapai County Supervisor Jack Smith for the funding every year. Supervisor Smith, on behalf of the Board of Supervisors, said they really enjoy the partnership with PV and the worthwhile projects that the Town does with the funds. Smith introduced County personnel also present; County Administrator Phil Bourdon and Director of the Flood Control District Dan Cherry. Smith thanked Norm for these projects that benefit the community.

Council Member Nye made the MOTION, seconded by Council Member Grossman, to approve an Intergovernmental Agreement with the Yavapai County Flood Control District by roll call vote. MOTION carried with 7 ayes and 0 nays.

- b. *Consideration of approving a contract with the Greater Prescott Regional Economic Partnership (GPREP)*

Economic Development Manager Greg Fister said the contract and amount of money, \$40,000, is the same as last year. GPREP Director Mr. Richard Heath said he and his wife are new residents to Prescott Valley having moved recently from Wisconsin. Regional collaboration in 8 counties and 185 agencies is what he was a part of back there. A summary of the GPREP Work Program was distributed to Council Members giving them a detailed overview of the marketing,

recruitment, retention and expansion, research and capacity building, and investor relations plans. GPREP wants to take advantage of the technology available to market the region. Noting that branding is important GPREP developed a logo that can be embroidered on a limited edition of shirts and jackets. Marketing materials specific to the audience will be distributed for our specific regional needs through numerous outlets. He will be attending numerous commercial real estate shows to promote the region. Expansion support; global trade training for exporting know-how; participation in research and capacity building; and building and site inventory are some of the other things they provide. His office is located in the NAU building across from the Prescott Valley Library.

Vice Mayor Anderson said he would recuse himself as he has a business relationship with GPREP. He abstained from any part in the discussion and abstained from the vote.

Council Member Grossman made the MOTION, seconded by Council Member Mallory, to approve the attached contract with the Greater Prescott Regional Economic Partnership (GPREP), by roll call vote. MOTION carried with 6 ayes and 0 nays.

c. Public Hearing: Revised Town Water Rates, Fees and Service Charges

Mayor Skoog opened the Public Hearing.

Mark Lusson, Customer Accounts Manager, said the revenue/expenditure as well as the reasons the Town reviews the rates each year was covered in detail this past June. The purpose of this study lets the Town establish rates depending on the costs to provide the water service, to encourage water conservation and discourage water waste and to ensure that the Town maintains adequate performance management to provide all debt coverage. This study process started in December using four factors to determine necessary rates: a. consumption volume, b. current customers, c. utility operating expenses and d. annual debt service obligations. The number of customers increases 300-400 annually which increases costs. The Water Base Fee with a 5/8 inch meter remains the same as it has since 2006 at \$9.00. With the introduction of the new 3/4 inch meter the Water Base Fee for those who choose to use a larger meter, will be \$11.25. Most customers (Tier 1 with 5/8 inch meter) will not notice any major difference in fees given the minimal \$0.06 cent increase for 0-8 thousand gallons (1.32% increase). Tiers 2 and 3 fees will increase in conjunction with the user's water consumption. PV fees fall in the mid-range of 15 other municipalities.

Management Services Director Bill Kauppi responded to Don Bohlier, Manager of the Diamond Valley Water District, that per the terms of the Development Agreement the fees would increase by 2 percent. The proposal will be sent to them next week.

Council Member Whiting said this proposed rate, fee and service change is well documented and thorough. Council has reviewed it at least three times and it is very fair.

Mayor Skoog closed the public hearing.

- d. Consideration of approving Resolution No. 1929, revising domestic water rates, fees and service charges

Council member Marshall made the MOTION, seconded by Council Member Whiting to approve Resolution No. 1929, revising domestic water rates, fees and service charges by roll call vote. MOTION carried with 7 ayes and 0 nays.

- e. Public Hearing: Amendments to Chapter 13 - Zoning, of the Town Code, Lodging Code Amendments (ZOA15-001)

Mayor Skoog opened the public hearing.

Planner Carmen Ogden said the proposed amendments will remove conflicting and outdated language, update provisions and add development standards to this use. It is an increasingly popular use for homes. She thanked Carol Cornell in the legal department for helping with preparation of the amendments.

Mayor Skoog closed the public hearing.

- f. Consideration of approving Resolution No. 1932 declaring the document "Amendments to Chapter 13 - Zoning" to be a public record for adoption by reference (ZOA15-001)

Council Member Marshall made the MOTION, seconded by Council Member Mallory, to approve Resolution No. 1932 declaring the document "Amendments to Chapter 13 - Zoning" to be a public record for adoption by reference, by roll call vote. MOTION carried with 7 ayes and 0 nays.

- g. Consideration of approving the reading of Ordinance No. 809 by title only on two separate occasions, then place the same on final passage adopting "Amendments to Chapter 13 'Zoning'" (ZOA15-001)

Council Member Mallory made the MOTION, seconded by Council Member Nye, to read Ordinance No. 809 by title only on two separate occasions and then place the same on final passage, by roll call vote. MOTION carried with 7 ayes and 0 nays.

Town Clerk Diane Russell read Ordinance No. 809 by title only for the first reading.

- h. Public Hearing: Minor Amendment to General Plan 2025 (GPA15-002) - Fain Downtown Apartments

Mayor Skoog opened the public hearing.

Community Development Director Richard Parker said Council has considered this subject many times, did a field visit and held a meeting with the Planning and Zoning Commission. Under consideration is 51 acres of commercial designated land in downtown Prescott Valley across

from the Event Center. The developer proposed to amend the Town's *General Plan 2025* to allow multi-family housing on the property. Neighborhood meetings have been conducted and the Planning & Zoning Commission recommended approval of GPA15-002 at its August 10, 2015 meeting.

Parker and Town Attorney Ivan Legler responded to Council Member Marshall that the Prop 207 piece is a routine caution that lawyers require people to sign so that the developer cannot take legal action against the Town.

Mayor Skoog closed the public hearing.

- i. *Consideration of approving Resolution No. 1930 approving GPA15-002, AND to sign any agreement under Proposition 207*

Council Member Marshall made the MOTION, seconded by Council Member Nye, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign Resolution No. 1930 approving GPA15-002, AND to sign any agreement under Proposition 207, by roll call vote. MOTION carried with 7 ayes and 0 nays.

- j. *Public Hearing: Minor Amendment to General Plan 2025 (GPA15-003) - Prescott Valley Town Center Master Circulation Plan*

Mayor Skoog opened public hearing.

Community Development Director Richard Parker said as a part of the General Plan a Circulation Plan identifies certain improvements at intersections. The proposed amendment would allow greater flexibility and give the Council discretion to determine whether roundabouts would be installed at intersections in this area. Parker said he would leave the decision of roundabout placement in other areas of town to the traffic professionals.

Mayor Skoog closed the public hearing.

- k. *Consideration of approving Resolution No. 1931 approving GPA15-003, AND to sign any agreement under Proposition 207*

Council member Anderson made the MOTION, seconded by Council member Marshall, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign Resolution No. 1931 approving GPA15-003, AND to sign any agreement under Proposition 207, by roll call vote. MOTION carried with 7 ayes and 0 nays.

- l. *Consideration of approving Resolution No. 1933 adopting and approving Final Development Plan (FDP15-010) - Granville Unit 9*

Community Development Director Richard Parker said Granville is moving into the last phase of Granville comprising of ninety-six (96) lots on approximately seventy (70) acres generally located north of Santa Fe Loop Road at the intersection of Granville Fairway. This Final

Development Plan proposes smaller lots of single family residential development. They broke ground yesterday with construction expected by January with units ready by spring. Granville is moving north of the Santa Fe Loop for the first time. The plat exceeds or meets the Town standards and will have an emergency access entrance intersecting Santa Fe Loop temporarily until a later date. No golf course is planned by the developer.

Council Member Nye made the MOTION, seconded by Council Member Grossman, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign Resolution No. 1933 adopting and approving a Final Development Plan/Plat (FDP15-010) for Granville Unit 9, by roll call vote. MOTION carried with 7 ayes and 0 nays.

12. COMMENTS FROM THE PUBLIC

No comments were forth coming.

13. MOTION TO CONVENE INTO EXECUTIVE SESSION in order to conduct the annual review and evaluation of the performance of the Town Attorney Ivan Legler. 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.

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

14. RECESS INTO EXECUTIVE SESSION

Mayor Skoog recessed the meeting at 7:23 p.m.

15. RECONVENE INTO REGULAR SESSION

Council reconvened into Regular Session at 7:42 p.m.

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

Council Member Nye made the MOTION, seconded by Vice Mayor Anderson, to rate Town Attorney Ivan Legler with an Exceeds Expectations rating of five (5). [While they recommend him for the highest merit increase possible they agreed to abide by Ivan's wishes to accept no more than a two (2) percent increase.]

17. ADJOURNMENT

Council member Mallory made the MOTION, seconded by Vice Mayor Nye to adjourn the meeting, by roll call vote. MOTION carried UNANIMOUSLY. Mayor Skoog adjourned the meeting at approximately 7:43 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, September 10, 2015.

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

Dated this September 14, 2015

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