

**TOWN OF PRESCOTT VALLEY  
REGULAR COUNCIL MEETING  
MINUTES  
March 24, 2016**

Library Auditorium/Council Chambers  
7401 E. Civic Circle  
Prescott Valley, Arizona 86314

1. CALL TO ORDER

Mayor Skoog called the meeting to order at 5:32 p.m.

2. INVOCATION

Pastor Terrell Eldreth, First Southern Baptist Church

3. PLEDGE OF ALLEGIANCE

Student of the Month Julia Fields led in the recitation of the Pledge of Allegiance.

4. ROLL CALL

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

Absent: Council Member Marshall.

5. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. Student of the Month

Council member Whiting introduced Julia Fields from Bradshaw Mountain High School as the Student of the Month. Julia excels in community involvement, activities, academics and leadership skills. Julia embraces the total school experience as a thespian, President of the Thespian Society, and as a 12 Star Thespian. Julia holds the Public Records Officer position for the National Honor Society and serves on the BMHS Public Relations Committee for HOSA promoting careers in health care. She is a member of Soroptomist Club, Alpha Theta Math Club, and Rotary Interact Club. She is the 2016 girl delegate to the American Legion. Julia is a recipient of the ASU Leadership Scholarship program and 1 of 25 students this year receiving the scholarship in the State of Arizona. Principal Kort Miner said students are nominated and voted on by staff/teachers. Julia holds down a waitress job too. Miner commented that "Julia gets it"; she is mature beyond her years. She takes advanced classes and holds a 4.071 GPA and is in the top 13 percent of her class. Julia said she is honored to receive this award and thanked everyone for noting her hard work. She introduced her parents and thanked them as well as Mr. Miner. Julia stated, "What you put in to it is what you get out". Council member Whiting presented a few mementos of the day; a paperweight and certificate to Julia. Her Dad came forward to say he is proud of her and all her hard work.

b. Yavapai College Update – Vice President Steve Walker

The Yavapai College Community Update and Yavapai College District Governing Board Annual Report were distributed to Council by VP of Advancement and Director of the Yavapai College Foundation Mr. Steve Walker. Mr. Walker said he enjoys working with the Town of Prescott Valley most of all due our professionalism, friendliness and we get work done. He thanked Council for the partnership they have with the Town. The college will hold its many evenings of recognitions and honors programs throughout April. Graduation is May 6 in Verde and Saturday May 7 in Prescott. The college has a new VP of Academics and Student Development in Dr. Ron Liss joining Yavapai College on June 1, 2016. The College completed a 5-year update of the strategic plan which he encouraged everyone to take a look at it on the college website.

Mr. Walker said the college capital building plan for the regional health center is still alive; phase 3 of the plan is a few years out. They will need a major university Board of Regents to partner to provide new programming like Allied Health Programing with them, and also help fund raise for the estimated \$30 million building. They hope that it will be NAU. Beginning next fiscal year they plan to execute a \$2 million remodel of the Panther Path Campus. They anticipate assembling more of the Allied Health Programs there over time. Mountain Institute JTED, currently with offices at the airport, will bring more programming to the Panther Path Campus. That will work well for the BMHS students who can walk from the high school to that campus. Mr. Walker responded to Council member Whiting that most of the work will consist of remodeling of existing space, adding office space and lab space. A time table of partnership selection and fund raising is not available at this time.

c. Puente de la Comunidad

Chief Jarrell said Puente de la Comunidad translates into "Bridge to the Community which is an outreach program designed to build and strengthen relationships with all members of the community, especially the Hispanics. His goal is to instill a belief that PVPD will provide equal, fair and unbiased service to all of our citizens. Their first event was held November 15, 2015 with more planned for the future. Officer Rocky Hernandez is in charge of the program. Officer Hernandez said it is nice to belong to a department that recognizes the importance of community policing. Certificates of Appreciation were distributed to Hampton Inn Suites, Alianza, Ballet Folklorico Sol de Mexico, Ballet Folklorico Mexico Lindo and XXX Lucha Libre for their contribution and participation in the event. Representatives were not available from JUAN 107.1 FM, Consultant of Mexico or Tim's Auto Sales.

d. Medal of Valor & Police Commendation - K9 Jake (Postponed until a later date)

## 6. PROCLAMATIONS

### a. Mayors Day of Recognition for National Service

Town Clerk Diane Russell read the proclamation giving recognition to National Service participants. Vice Mayor Anderson commented that it would not be possible for us to achieve many of the things we do in this town without our volunteers. Erika Stone said National Service volunteers have been working in Yavapai since 2006. On Tuesday April 5 they are doing a project with Prescott YMCA where the community volunteers, Americorp and Vista members will be helping prepare the community plots at the YMCA. Go to AZserve.org for more information.

### b. Vietnam Veterans Day

Town Clerk Diane Russell read the proclamation recognizing March 29 as Vietnam Veterans Day after which it was accepted by members of both the American Legion Post 108, and Veterans of Foreign Wars Post 10227. The proclamation was a welcome home for the Returning Vietnam Veterans who did not get the recognition they deserved when they came back. Mayor Skoog thanked them for their service.

### c. National Start by Believing Day

Town Clerk Diane Russell read the proclamation which was then presented to Siri Michel Midelfort with the Yavapai Family Advocacy Center. Mayor Skoog stated this is an extremely important concern as families are the basis of our community. It is very important that we reduce, if not eliminate, the problems of sexual and domestic violence. Many victims are too scared or shameful to come forward. The Family Advocacy Center encourages the victims to come forward knowing that they will be believed, that their issues will be taken to heart and they will be given resources to restore their confidence enough to report it.

Council member Whiting said the Advocacy Center, the Police Department and Family Violence Unit play a big part in providing resources to deal with that. It is a trend that is increasing; not decreasing. This is one way to get the word out to let people know that this is a top priority for Council.

## 7. COMMENTS/COMMUNICATIONS

Council member Grossman announced that on August 20<sup>th</sup> the 'Hope Still Floats' event benefiting the Yavapai Family Advocacy Center will be held. It is a \$50 a plate dinner with more information available at a later date.

Council member Nye added that one rape is too many. She thanked them for putting that unit together, being successful and leading the fight to reduce the senseless domestic violence.

8. CONSENT AGENDA

- a. *Approving the March 10, 2016 Council meeting minutes*
- b. *Approving a Special Event Liquor License for VFW Mingus Mountain Post No. 10227 for Prescott Valley Days to be held on April 22 and 23, 2016 at the Prescott Valley Entertainment District*
- c. *Approving a fireworks contract with Reyman Pyrotechniques/Any Pyro for the 4th of July celebration for a total of \$30,000.00*
- d. *Approving the Board and Commission Selection Committee March 1, 2016 minutes*
- e. *Approving a letter of support for the SR 89A Improvements from Robert Road to SR89*
- f. *Department Reports*
- g. *Approving the Financial Report*
- h. *Approving the Investment Report*
- i. *Approving Accounts Payable*

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

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

- a. *Consideration of authorizing the Mayor to sign Resolution No. 1955 approving FDP16-005 for the community garden*

Community Development Director Richard Parker stated that the community garden is moving from the current 2-acre site behind the old Albertsons/Haggens store to a 7/10 acre site immediately across the street (across Lakeshore from the Library). The Fains offered the property; HUSD has made paved parking available so through a specified use agreement people will be allowed to park on that paved area.

Robin Fox thanked Council for helping them get the community garden started about 4 years ago. Supplies have been moved over to the new garden area, plots are tilled and they are waiting for the water meter to be installed. They look forward to a good harvest. Rental plots are available to anyone interested in growing a garden. They are hoping to get more involvement from the community to come help out; perhaps a greenhouse may come about in the future. Interested people can contact [pvcommunitygarden.org](http://pvcommunitygarden.org).

Council Member Whiting made the MOTION, seconded by Council Member Mallory, to authorize the Mayor (or in his absence the Vice Mayor) to sign Resolution No. 1955 approving FDP16-005 for the community garden, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- b. Consideration of authorizing the Mayor to sign Resolution No. 1956 approving the 2016 Governor's Office of Highway Safety Buckle Up Arizona Enforcement Grant Contract # 2016-CIOT-014 and accept the \$3,000 grant award

Chief Jarrell said the department has been awarded a \$3,000 grant with no fiscal impact to the town.

Council Member Nye made the MOTION, seconded by Council Member Whiting, to authorize the Mayor (or in his absence the Vice Mayor) to sign Resolution No. 1956 approving the 2016 Governor's Office of Highway Safety Buckle Up Arizona Enforcement Grant Contract # 2016-CIOT-014 and accept the \$3,000 grant award, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- c. Consideration of approving a contract with the low bidder, Prescott Valley C&D Landfill, Inc., for disposal services for Clean-Up Day - Spring 2016 in an amount of \$22,657.50

Public Works Director Norm Davis announced that the Spring Clean-up will be held on Saturday May 7th in conjunction with the Chamber of Commerce Team-up to Cleanup. Yavapai County and Dewey-Humboldt partner with a proportional share in the cost of removing their debris. Adopt-a-Street organizations and service group participants will also be working to keep right of ways clean. The Early Bird Lions Club will make home calls to pick up disposables for the elderly or disabled; call 759-3072 for that service. A flyer will be sent out in the month of April Utility Bill.

Staff recommends the hauling services contract be awarded to Prescott Valley C&D Landfill at basically the same price as last year.

Council Member Whiting made the MOTION, seconded by Council Member Nye, to approve a contract with the low bidder, Prescott Valley C&D Landfill, Inc., for disposal services for Clean-Up Day - Spring 2016 in an amount of \$22,657.50, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- d. Consideration of approving the Intergovernmental Agreement with Yavapai County for Clean-Up Day events

Public Works Director Norm Davis said they have had a great participation with Yavapai County since 2004. At this time they are asking for renewal of the agreement for another 10 years so that county residents can participate and pay their proportionate share for the disposal service. Supervisor Jack Smith stated he appreciates this kind of contract since District 5, which is small, doesn't have access to this type of service.

Council Member Nye made the MOTION, seconded by Council Member Whiting, to approve the Intergovernmental Agreement with Yavapai County for Clean-Up Day events, by electronic vote. MOTION carried with 6 ayes and 0 nays.

*e. Consideration of approving the Intergovernmental Agreement with Town of Dewey-Humboldt for Clean-Up Day events*

Public Works Director Norm Davis said we have a working partnership with Dewey-Humboldt to participate in the cleanup day event. We have had an agreement with them since 2008 which expired last year. This is a renewal of the agreement for up to ten years. Council member Whiting commented that this is very helpful for households and neighborhoods. It is a great service we can provide and a great partnership.

Council Member Whiting made the MOTION, seconded by Council Member Mallory, to approve MOTION to approve the Intergovernmental Agreement with the Town of Dewey-Humboldt for Clean-Up Day events, by electronic vote. MOTION carried with 6 ayes and 0 nays.

*10. COMMENTS FROM THE PUBLIC*

No comments were forthcoming.

*11. MOTION TO CONVENE INTO EXECUTIVE SESSION in order to conduct the annual review and evaluation of the performance of the Town Clerk, 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.*

Council Member Nye made the MOTION, seconded by Council Member Whiting, to convene into executive session in order to conduct the annual review and evaluation of the performance of the Town Clerk, Diane Russell, by electronic vote. MOTION carried with 6 ayes and 0 nays.

*12. RECESS INTO EXECUTIVE SESSION*

Mayor Skoog recessed the meeting at 6:42 p.m.

*13. RECONVENE INTO REGULAR SESSION*

Mayor Skoog convened back into regular session at 7:10 p.m.

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

Council member Nye made the MOTION, seconded by Council member Whiting, to recommend the highest salary increase available in recognition of Town Clerk Diane Russell's performance at the highest level.

*15. ADJOURNMENT*

Council member Nye made the MOTION, seconded by Council member Whiting, to adjourn the meeting, by roll call vote. MOTION carried UNANIMOUSLY. Mayor Skoog adjourned the meeting at approximately 7:11 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 Executive Session of the Town Council of the Town of Prescott Valley, held on Thursday, March 24, 2016.

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

Dated this March 29, 2016

---

Diane Russell, Town Clerk