

**TOWN OF PRESCOTT VALLEY
REGULAR COUNCIL MEETING
MINUTES
November 17, 2011**

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 Hobby Wiles of the Robert Road Baptist Church gave the invocation.

3. PRESCOTT VALLEY POLICE DEPARTMENT COLOR GUARD PRESENTS COLORS

4. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was said in unison.

5. PRESCOTT VALLEY POLICE DEPARTMENT PROMOTION CEREMONY

Town Clerk Diane Russell read the biographies about James Edelstein and Art Askew. Each commander took the Oath of Office after which their wives Sarah and Allison, respectively, pinned a Commander's badge on each of them.

Chief Fessler commented that these two gentlemen are very talented individuals who will help him take the agency to the next level. He thanked both Sarah and Allison for supporting James and Art.

Both Commanders Edelstein and Askew thanked council for their support, their wives and families for their support and giving them the foundation that has gotten them where they are today. They expressed appreciation to their fellow officers present this evening as well as the ones who have gone before.

Council expressed confidence and thanks to Chief Fessler and the department.

7. RECESS FOR REFRESHMENTS

Mayor Skoog recessed the meeting for refreshments at 5:21 p.m.

8. RECONVENE

Mayor Skoog reconvened the meeting at 5:59 pm.

6. CITIZENS ACADEMY GRADUATION

Ryan Judy, Deputy Town Manager, introduced each Citizen Academy participant who then came forward to receive their Citizens Academy Certificate for Academic Citizenry. A total of 25 people graduated from this 13th Citizens Academy. Over 250 people total have graduated from the classes.

9. ROLL CALL

Present: Council Member Tjiema, Mayor Skoog, Council Member Mallory, Vice Mayor Lasker, Council Member Nye, Council Member Schmitt, and Council Member Anderson.

10. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. Chamber of Commerce

Marnie Uhl introduced Turc Hartman with Able & Ready Painting - Remodeling who talked about the services they offer saying he has grown from one employee and a truck to over 30 employees. He thanked Council for supporting local contractors and allowing him time to talk this evening.

Marnie announced that November 21st is the turkey drive being held at the Fry's store to feed the hungry. They hope to collect 2,500 turkeys for the Yavapai Food Bank. Marnie also stated that November 24th at 6:00 p.m. is the opening day of the Valley of the Lights until December 30th. Also, the Early Bird Lions Club Christmas tree lot opens the day after Thanksgiving on the 26th.

11. PROCLAMATION

a. National American Indian Heritage Month

Town Clerk Diane Russell read the proclamation celebrating National American Indian Heritage Month. Kathy Mookmar and Dorothy Castol representing the Daughters of the American Revolution accepted the proclamation from Mayor Skoog.

12. CERTIFICATES

a. Certificate of appreciation to Richard Parker for 15 years of service

Town Manager Larry Tarkowski recalled a few shared experiences that he and Richard have shared over the years. Tarkowski commented that Richard is representative of this Team as a professional, he is innovative and has a 'can do' attitude.

Parker commented that he is fortunate to work for such a great organization and complimented council for their unique leadership. He has a strong multi faceted staff that operates without him being here. He introduced his wife Kim. Parker said he is proud to represent this organization state-wide and nationally which gives him a great deal of pleasure. Kim said she is very lucky and proud of Richard and the job that Richard has done.

Debbie Jerome presented him with 'unique gifts' of appreciation for his service. Council members expressed their appreciation to Richard for his professionalism, knowledge and dedication. He cares about this community in ways that are special. He has empowered his staff members who have great loyalty to him and the town.

A short PowerPoint celebrating/spoofing his 'crystal anniversary' was shown by Ruth Mayday and Fernando Gonzalez. Mayor Skoog and Vice Mayor Lasker presented Richard with a Plaque of Appreciation for his 15 years of service along with a pin and check.

b. Certificate of appreciation to Britt Grubbs for 5 years of service

Parks and Recreation Director Brian Witty read the accolades about Britt Grubbs for his 5 years of dedicated service to the town. Mayor Skoog and Vice Mayor Lasker presented Britt with a Certificate of Appreciation and a five year pin.

Britt said the first five years of been fantastic and he looks forward to additional years of working for the Town. Without his coworkers they couldn't accomplish what they do. Debbie Jerome presented Britt with some 'special gifts' from the Parks and Recreation Department.

13. COMMENTS/COMMUNICATIONS

Council member Nye announced that the State Sanctioned Centennial Celebration Yavapai Centennial Gala will be held February 14, 2012, Statehood Day, with a dinner, a concert and ending with fireworks. Tickets can be purchases for \$35 per person at Tim's Toyota box office. Tickets are going fast.

Mayor Skoog announced that NAU is holding a prestigious basketball game here in Prescott Valley against BYU on November 30. Tarkowski encouraged everyone to attend this high level basketball game right here in Prescott Valley.

14. CONSENT AGENDA

- a. Approval of Minutes - October 27, 2011 Regular & Executive Session; November 3, 2011 Work Study*

- b. *Approving a new Series 12 Liquor License Application for Danny Z's Pizza and Wings located at 3040 N. Windsong Drive, Ste 101; Daniel A. Vargo, applicant*
- c. *Approving a power easement across Tract A, Unit 13 to APS for the Prevent Child Abuse property for parking lot lights*
- d. *Approving the four Revised APS Solar Renewable Energy Credit Purchase Agreements as required by APS due to changes in solar panels equipment, AND to approve the APS Master Interconnection Agreement with four associated Interconnection Schedules, to connect the solar panels to the APS grid*
- e. *Approving the budget transfer outlined in the fiscal analysis to fund the purchase of uniforms, gear and firearms for new and reserve officers*
- f. *Department Reports*
- g. *TPT Tax Report*
- h. *Monthly Financial Report*
- i. *Council Investment Report*
- j. *Approving Accounts Payable*

Vice Mayor Lasker 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.

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

a. *Public Hearing*

Mayor Skoog opened the public hearing.

Ryan Judy said the town is a member of NACOG whose members agreed to a four-year cycle to receive proceeds in an amount up to \$600,000 in CDBG grant funds that must be used for specific purposes. In addition, State Special Projects Fund monies in the amount of up to \$300,000 are also available for numerous purposes. For a project to be eligible, it must be discussed at this public hearing and meet the criteria. After tonight's presentations, Council will prioritize whatever projects are discussed then vote on a project decision at a later meeting. SSP asks for one project only with no division of funds.

Staff proposes the completion of the Loos Drive Widening project Phase II with the \$600,000. Staff proposes the completion of the improvements in front of Mtn. View Elementary School with the \$300,000.

Robin Burke, representing Stepping Stones Agencies, said the agency shelters 160 families a year. They are asking for funding in the amount of \$28,770 for state-mandated custom made bunk beds in the shelter; flooring, sinks, cabinets and mirrors; window screens and a security gate; redo the parking lot and general repair of paint and siding.

Laura Norman, representing West Yavapai Guidance Clinic, said they opened in June 2000 in Prescott Valley on Windsong Drive. They have an outpatient facility next door to the clinic. They are asking for \$30,000 in funding, possibly less for an HVAC system. It is tough to make the necessary repairs when the grant funds have dried up. They serve low to moderate income people.

Charles Shepner, representing St. Vincent DePaul Conference established in 1987, said they manage a 240 square foot pantry and office providing food and financial aid. They feed 50 families a week and need a bigger pantry for storage. They have raised \$35,000 for that but are requesting (from the regional grant) an amount of \$50,000 - \$100,000 to provide the assistance that the local communities need helping the working poor and poverty stricken.

Gary Marks, representing Prescott Valley Economic Development Foundation, said they hope to establish a Micro Enterprise Loan Program for small businesses. Funds would be used for credit enhancement, loans grants and loan guarantees and establishment of revolving loans. The objective is to give small businesses the opportunity to expand and grow their business or for start up businesses that just need a small loan to get their business established. PVEDF hopes for \$180,000 in funding which is 30% of the \$600,000 available hoping to leverage it up to \$1 million. Most Micro Loan programs will run from \$2,000 up to \$50,000 per loan with the average being \$13,000 per loan. With that, 10-15 businesses could qualify for potential loans. A review committee would review each loan application to ensure they meet established guidelines. The interest rate would be in the range of 4 - 8 percent.

Mayor Skoog closed the public hearing.

b. Consideration of re-appointing Jack Smith to the Planning and Zoning Commission to a term with a renewal date of October 31, 2014

Council Member Tjiema made the MOTION, seconded by Council Member Schmitt, to re-appoint Jack Smith to the Planning and Zoning Commission to a term with a renewal date of October 31, 2014, by electronic vote. MOTION carried with 7 ayes and 0 nays.

c. Consideration of re-appointing Carm Staker to the Municipal Property Corporation Board to a term with a renewal date of November 18, 2014

Council Member Schmitt made the MOTION, seconded by Council Member Mallory, to re-appoint Carm Staker to the Municipal Property Corporation Board to a term with a renewal date of November 18, 2014, by electronic vote. MOTION carried with 7 ayes and 0 nays.

d. Consideration of authorizing the Mayor to sign Resolution No. 1770 appointing Steven

Zraick as a Deputy Town Attorney

Ivan Legler commented that a committee helped his department select a Deputy Town Attorney from a set of high quality candidates. Mr. Zraick has done work in public service, is well qualified and fits in very well with the staff. Legler looks forward to having him on board. He will start on the job next Monday.

Council Member Mallory made the MOTION, seconded by Council Member Nye, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign Resolution No. 1770 approving the appointment of Steven Zraick as a Deputy Town Attorney in accordance with Town Code §3-02-050, by electronic vote. MOTION carried with 7 ayes and 0 nays.

e. Consideration of approving an Amendment to the Town Engineer Agreement with Dava & Associates in an amount not to exceed \$274,300 for the Viewpoint Drive Connector Improves design services and approve the budget transfer in the amount of \$25,000

Norm Davis said this subject was covered in depth last week in work study but he would cover the highlights of the project. The Viewpoint Drive Connector will connect Roundup Dr. to Manley Dr. and take some of the traffic load off of Glassford Hill Rd. and Robert Rd. In essence, it connects the Civic Center all the way through to SR89A. It will initially be a 2-lane road and ultimately increased to 4 lanes as needs increase. The Agua Fria Park will someday be developed and situated along this corridor. A Multi-use Path is also designed in the plan. This is a multi-year design project to be finished next year with potential construction beginning in the spring of 2013. This project would be funded by the third cent sales tax for roadway improvements as recommended in the 2002 Street Committee Report.

Council Member Tjiema made the MOTION, seconded by Council Member Mallory, to approve the Amendment to the Town Engineer Agreement with Dava & Associates in an amount not to exceed \$274,300.00 for design services and approve the budget transfer in the amount of \$25,000.00, by electronic vote. MOTION carried with 7 ayes and 0 nays.

f. Consideration of awarding the Library - Café / Coffee Bar Concessionaire contract to Stephanie Burkett

Ryan Judy said the town followed the same basic process they did when the library initially opened to find a concessionaire. The business that proposed to return the highest amount back to the town was that of Stephanie Burkett at the rate of 25 percent. Nye expressed concern wondering - can Mrs. Burkett stay in the business for the long-term while building a clientele. Council will do what they can to assist her through that time. Mallory said some staff still works on Monday even though the library is closed on Mondays. Anderson said they will do everything they can do to help her. Sandwich boards can be placed on Civic Circle to help promote the business. Council wants her to succeed.

Vice Mayor Lasker made the MOTION, seconded by Council Member Tjiema, to approve awarding of the Library - Café / Coffee Bar Concessionaire contract to Stephanie Burkett, by electronic vote. MOTION carried with 7 ayes and 0 nays.

16. COMMENTS FROM THE PUBLIC

No comments were forthcoming.

17. ADJOURNMENT

Council Member Mallory made the MOTION, seconded by Vice Mayor Lasker, to adjourn, by electronic vote. MOTION carried with 7 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, November 17, 2011.

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

Dated this November 29, 2011

Diane Russell, Town Clerk