

**TOWN OF PRESCOTT VALLEY
REGULAR COUNCIL MEETING
MINUTES
April 26, 2012**

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 Kirk Anderson of the Emmanuel Lutheran Church gave the invocation after which he led in the recitation of the Pledge of Allegiance.

3. PLEDGE OF ALLEGIANCE

Vice Mayor Lasker presented Pastor Kirk Anderson with a Certificate of Appreciation for his service to the town.

4. ROLL CALL

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

5. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. Tree City USA Growth Award

Elise Rockstad of the Arizona State Forestry Division recognized the Town of Prescott Valley for our seven continued years of participation in the Tree City USA program. The Town is also being given an additional honor, the Growth Award. There about 3,400 communities in the country that are Tree City USA recognized of which there are 19 communities in the state of Arizona. Brian Witty, Parks and Recreation Director and members of the Parks & Recreation Commission Ron Brinkman and David Manship accepted the awards. Witty thanked the state for the awards and helping our community grow additional trees.

b. Service Award to Keith Burley

Richard Parker, Community Development Director introduced Mr. Burley a long standing member of the Planning & Zoning Commission. Mr. Keith Burley was presented with a service award for his seven years of service on the Planning and Zoning Commission. Mr. Burley will now fill the position of Hearing Officer for the Town dealing with Code Compliance issues.

c. Centennial Sculpture

Council member Nye announced the Arts & Culture Commission selection of “Not So Gentle Tamer” by Bob Boze Bell, of which limited editions will be produced for sale to benefit the purchase of the ten foot statue of the same in honor of Arizona's Centennial year 2012. The statue will be placed at the intersection of Lakeshore and end of Lake Valley Road. Ed Riley owner of Bronzsmith gave an overview of how we got to this point and what will happen from here. Different sizes of the statue will be available at different prices with half of the proceeds from those sales going toward the large statue. Drop by Bronzsmith to see it anytime at 7331 E. 2nd Street, Prescott Valley.

Kevin Pitts, acting President of the Prescott Area Art Trust (founded by his grandmother in the 1980s), said they have not been able to put together a project until now. They are very excited about it. They have used this model before to do other monuments such as “Early Settlers” in front of the Apache Lodge.

6. CERTIFICATES

a. Certificate of Appreciation to Brian Witty for 5 years of service

Town Clerk Diane Russell read the accolades about Brian Witty for his five years of service. Brian wears many hats during this period of economic downturn. Vice Mayor Lasker presented Brian with a Certificate of Appreciation and a pin for his five years. Brian thanked everyone for their help and assistance as well as the trust and confidence he has been shown. Thanks also to the staffs of other departments that they partner with.

Deputy Town Manager Ryan Judy thanked Brian for the great job he does. It was long after he started that we did a hiring freeze and budget cutbacks. He had about a one-year honeymoon period, if that. He has done a great job with the department, with the staffing he has. He keeps his head held high and makes the best of what he has, and done a superb job for the town.

b. Certificate of Appreciation to Gloria Monreal for 5 years of service

Town Clerk Diane Russell read the accolades about Gloria Monreal. Kathy Hellman thanked Gloria for being such an asset to her and helping her hold the department together. She hopes that she plans to stay with us for many more years. Gloria can go as far as she wants in this job. Vice Mayor Lasker presented a Certificate of Appreciate, a pin and bouquet of flowers for her five years of service. Gloria introduced her family members in attendance.

7. COMMENTS/COMMUNICATIONS

Council member Nye announced that renovations are planned for the amphitheatre outside of the Town Hall. The area that the statue will be located in will also be expanded to accommodate the statute better.

Town Manager Larry Tarkowski stated a private group is doing the fundraising and are engaged in the construction of the statue which will be turned over to the town. It will be located on town property as discussed previously at on Lakeshore Drive at the intersection with Lake Valley Road. This will require the relocation of a streetlight, the installation of another streetlight, moving some vegetation and doing some concrete work. Civic Center plans that were eliminated from the original 1999 building plans will see a continuation of those efforts as funds allow. This will be part of the budgeting process.

Council member Mallory announced her son is back from Afghanistan. We still have so many troops over there so that we can be safe here in our country. Let's keep them in our prayers and thoughts.

Council member Tjiema said limited editions will be sold of the statue discussed earlier. Tjiema announced tomorrow night's movie in the library auditorium "Seven Days in Utopia" to begin at 7:00 p.m. A golf pro is scheduled to speak (instruction and etiquette) at 5:30 p.m. prior to the movie.

Council member Anderson reminded everyone about the Spring Fashion Show on May 5 between 11:00 a.m. and 2:00 p.m. at CASA Senior Center. It is a joint fund raiser between CASA Meals on Wheels and Neighbor to Neighbor. Tickets are \$20 in advance and \$25 at the door.

Council members Mallory and Nye announced a Rummage Sale held on the lawn outside the PD sponsored by the Police Foundation from 8:00 a.m. until 2:00 this Saturday. They use these funds to purchase additional things needed. Drop the Drugs Day is the same day prior to the rummage sale. Drop the drugs off at the police station for destruction.

8. CONSENT AGENDA

- a. *Approval of Minutes - April 5 WS, April 12 Regular & Executive, April 19 WS*
- b. *Authorizing the Mayor to sign a letter to the State approving the annual Off-track Pari-mutuel Wagering License of Turf Paradise for Antelope Lanes*
- c. *Authorizing library staff to submit an application for Library Services and Technology Act (LSTA) Grant for Virtual Reference and Related Services*
- d. *Department Reports*
- e. *Approving the Financial Report*
- f. *Approving the Investment Report*
- g. *Approving Accounts Payable for April 1 through April 15, 2012*

Council Member Anderson made the MOTION, seconded by Council Member Mallory, 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. *Consideration of appointing Charles Masarra to the Planning & Zoning Commission to a term expiring October 31, 2012*

Vice Mayor Lasker commented that a committee of Council members Nye and Tjiema and herself recommend the appointment of Charles Masarra to complete the unexpired term on the Planning and Zoning Commission. Mr. Masarra stated he is excited to serve again on the Planning and Zoning Commission. Council member Whiting said that this commission does a lot of work and he thinks Mr. Masarra will be a good replacement on the commission.

Council Member Whiting made the MOTION, seconded by Council Member Tjiema, to appoint Charles Musarra to a term expiring October 31, 2012 on the Planning and Zoning Commission, by electronic vote. MOTION carried with 7 ayes and 0 nays.

b1. *Consideration of authorizing the Mayor to sign the Letter of Acceptance for \$330,000 in HOME funds from the Arizona Department of Housing*

Ruth Mayday Planner said this action authorizes the town to accept a \$330,000 grant for housing rehab activities in the town. This is considered a forgivable loan as long as the recipient resides in the home they don't have to pay it back. If they do sell the home the town does get reimbursed and returns the money to the state. Richard Parker, Community Development Director, said Ruth is the one who puts in the hard work to make sure we get this grant each year for the fourth year. Parker and Mayday expressed thanks to Vikie Anderson, Kristi Jones and Mark Kramer. Council member Anderson acknowledged the fact that Ruth makes this money go much further than it was ever intended which the town can be very proud of.

Council Member Nye made the MOTION, seconded by Council Member Whiting, to authorize the Mayor (or in his absence, the Vice Mayor) to sign the Letter of Acceptance for \$330,000 in HOME funds from the Arizona Department of Housing, by electronic vote. MOTION carried with 7 ayes and 0 nays.

b2. *Consideration of authorizing the Mayor to sign ADOH Contract #308-12 for \$330,000 in HOME funds*

Ruth Mayday Planner commented that this action is to authorize the Mayor to sign the contract.

Council Member Whiting made the MOTION, seconded by Council Member Mallory, to authorize the Mayor (or in his absence, the Vice Mayor) to sign ADOH Contract #308-12 for \$330,000 in HOME funds from the Arizona Department of Housing, by electronic vote. MOTION carried with 7 ayes and 0 nays.

- c. Consideration of a approving the fireworks display contract with Dynamic Pyrotechnic Services/Any Pyro for the 4th of July celebration for a total of \$25,000.00

Brian Witty stated that the Town has worked for several years with Any Pyro for the July 4th Fireworks of over 1,000 pieces. We are satisfied with their service, specialized hand crafted fireworks and would like to continue with the company.

Council Member Mallory made the MOTION, seconded by Council Member Tjiema, to approve the fireworks display contract with Dynamic Pyrotechnic Services/Any Pyro for the 4th of July celebration for a total of \$25,000.00, by electronic vote. MOTION carried with 7 ayes and 0 nays.

- d. Consideration of authorizing the Mayor to accept and reassign the incentives with APS and sign the four SECOND REVISED APS Solar Renewable Energy Credit Purchase Agreements numbered 17560, 17592, 17593, and 17594

Kim Moon, CIP Coordinator, said this is a straight forward item to finalize a revision for the final owner of the solar systems and the final production of both solar sites. A ribbon cutting is scheduled for Tuesday, May 1 at 2:00 at the Tank Farm, at the north end of Prescott East Highway. Town Attorney, Ivan Legler added that investors are getting more careful than they used to be. They want to make sure every I is dotted and T is crossed which is why we continually have to revise documents. We are close to having this exciting project done thanks to Kim and Ruth. Council member Nye added that shared at today's NACOG meeting that we are one of three communities who reported completing solar field projects in their towns.

Council Member Mallory made the MOTION, seconded by Vice Mayor Lasker, to authorize the Mayor (or, in his absence, the Vice Mayor) to accept and reassign the incentives with APS and sign the four SECOND REVISED APS Solar Renewable Energy Credit Purchase Agreements numbered 17560, 17592, 17593, and 17594, by electronic vote. MOTION carried with 7 ayes and 0 nays.

- e. Consideration of approving the award of a construction contract to the lowest responsive bidder, Asphalt Paving & Supply, Inc., in an amount up to \$178,286.70 for the Lake Valley Road Pavement Rehabilitation - CIP# S355, and approve the amendment to the engineering contract for Dava & Associates in an amount of \$7,944.00

Ray Smith, Engineering Division Manager, said it is only fitting with the new sculpture at the end of Lake Valley Road and Lakeshore that we improve the road coming up to it. We will be removing the old asphalt and replacing it with new asphalt.

Council Member Tjiema made the MOTION, seconded by Council Member Mallory, to approve the award of a construction contract to the lowest responsive bidder, Asphalt Paving & Supply, Inc., in an amount up to \$178,286.70 for this project, and approve the amendment to the engineering contract for Dava & Associates in an amount of \$7,944.00, by electronic vote. MOTION carried with 7 ayes and 0 nays.

f. Consideration of approving the submittal of an application for the Edward Byrne Memorial Justice Assistance Grant (JAG) FY2012 Local Program

Chief Fessler commended Commanders Edelstein and Askew and Candace Manibusan for the research and writing this grant. Through this program the town is allocated \$11,571. The grant is in two parts. First is the enhancement of records management system which includes an archiving module. Electronically storing records would be most beneficial and cost saving. The module would be built into the ADIS system allowing for automatic archiving. The current method requires that each report be scanned and then recorded. With this module they can access reports easily and all reports will be readily available and accessible. Laserfiche doesn't have a search function such as this. Currently about 25 percent of their shelving in the evidence area has stored records and with the states' stringent mandates on the police reports this will be an incredible manpower savings. IT supports this venture. The second part is the emergency response medical kits (trauma kits) provided for police cars. There is no fiscal impact to the town for this grant.

The fire department will provide training about the Quick Clot Kits after receipt of the emergency response kits.

Council Member Nye made the MOTION, seconded by Council Member Whiting, to approve the submittal of an application for the Edward Byrne Memorial Justice Assistance Grant (JAG) FY2012 Local, by electronic vote. MOTION carried with 7 ayes and 0 nays.

g. Consideration of authorizing the Mayor to sign Resolution No. 1788 adopting the ASLAPR records retention schedules

Town Clerk, Diane Russell, stated that within the past year, the Arizona State Library Archives and Public Records (ASLAPR) updated Arizona Revised Statutes in §41-151 pertaining to Records Management and many of the related Records Retention and Disposition Schedules bringing them into the 21st century. Council approved the adoption of several new Records Retention Schedules and approved the revised Records Management Program Policy 5-01 and Records Retention Policy 5-03 through Resolution No. 1763 at its September 22, 2011 regular council meeting. Tonight we request that Council authorize the Mayor to sign Resolution No. 1788 adopting the additional revised Arizona State Library, Archives and Public Records Retention and Disposition Schedules. The attached updated retention schedules proposed for adoption will provide for further contemporary management of additional records series. Council member Nye commented that it is common sense.

Council Member Nye made the MOTION, seconded by Vice Mayor Lasker, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign Resolution No. 1788 adopting the revised Arizona State Library, Archives and Public Records Retention and Disposition Schedules, by electronic vote. MOTION carried with 7 ayes and 0 nays.

10. COMMENTS FROM THE PUBLIC

Public Comment

Gail LaPointe stated that she would like to see a change in some of the traffic signals in Prescott Valley. We are approaching \$4.00 a gallon for gas. She gets upset when she has to sit at an intersection for a red light with no cross traffic in the intersection. She talked to a couple of gentlemen about changing a couple of them, but was not satisfied. She is approaching council to see if they could come up with some ideas about this. People agree with her.

Tarkowski suggested she speak with Norm Davis if she hasn't already. She has. There are certain standards and guidelines associated with the timing of signal lights. We are still waiting for a part on the signal light at Lakeshore and Windsong because it was destroyed in an accident. He can tell the difference at that intersection. That signal has a timed recall with a camera that tells the signal light when someone pulls up and triggers the timer to give the green light. We have a one of the premier experts in signal lights and signal light timing who owns a consulting firm down in the valley. He is recognized nationwide for his work in this field. He comes up twice a year by contract and evaluates our signal lights and timings.

Ms. LaPointe continued that she is not an expert on traffic signals but she drives those roads and knows that they could be changed. The expert down in the valley doesn't live here in this small town where traffic flows at 25 mph. Some of these lights could be four way stops. At the time of the accident Windsong and Lakeshore were four way stops. Traffic flowed just fine. The light she goes through a few times a day is 90 seconds, she was told. She suggested 45 seconds or a four way stop. It would be conducive to traffic flowing just as fast or clear or safely. She does not want to hear from someone who doesn't live here about how our traffic in Prescott Valley should flow. She wondered is there another step she can take. She is seriously looking for a change for this because she is not the only one who feels this way.

Mayor Skoog said he thought we are due to review this anyway.

Tarkowski said he would pass the message along to the Public Works Director and see when the last evaluation was completed, double check the timing standards specified by the federal government and find out where we are with those. The town does not have the right to override standards set by the Federal government. He will ask Norm Davis to see if any tweaking of the timing is needed.

Tarkowski gave Ms. LaPointe his card and suggested she meet with him so he could explain why a signal light is in a particular location (met warrants, met seven standards that the federal government uses from Manual on Uniform Traffic Control). It specifies when a signal goes in, when it is no longer a four way stop, and a number of things. None of our traffic control devices in PV have been put up without careful consideration and meeting federal guidelines. Making modifications to that is not something that you just do without engineering studies that meet the federal standards not something that someone just says we should change this or that. Again he encouraged her to get together with him.

Ms. LaPointe said she did not mean to be disagreeable but Prescott Valley is still a reasonably small town. Federal standards are not always the best for Prescott Valley. She knows that if she

had to do a petition that she could get signatures because there are people that live in this town that travel these roads everyday that would like to have this changed.

Tarkowski encouraged her to meet with him.

Mayor Skoog he appreciated her comments and said she is not alone.

No additional comments were forthcoming.

11. ADJOURNMENT

Council Member Mallory made the MOTION, seconded by Council Member Tjiema, 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, April 26, 2012.

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

Dated this May 1, 2012

Diane Russell, Town Clerk