

**TOWN OF PRESCOTT VALLEY  
REQUEST FOR COUNCIL ACTION  
Date: October 11, 2012**

**SUBJECT:** Arizona State Parks Board Intergovernmental Agreement Contract No. PR13-033 Site Steward Program

**SUBMITTING DEPARTMENT:** Parks and Recreation

**PREPARED BY:** Brian Witty, CPRP, Parks and Recreation Director

**AGENDA LOCATION:** Comments/Communications , Consent , Work/Study ,  
New Business , Public Hearing , Second Reading

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**ATTACHMENTS:** A) Intergovernmental Agreement Contract No. PR13-033 Site Steward Program

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**SUMMARY/BACKGROUND:** On October 15, 2002, the Town of Prescott Valley entered into an Intergovernmental Agreement (IGA) with the Arizona State Parks Board (ASPB) to establish a “Site Steward Program” to preserve and protect the archeological resources situated within our Town’s boundaries. This intergovernmental agreement was for a five-year term and was expected to be renewed at expiration for one additional five-year term unless terminated at an earlier date. The additional renewal occurred and the additional term has now run.

The value of this service is far-reaching. Not only do the volunteer site stewards visit our archeological sites often, they record and report evidence of looting, vandalism and any other damage to the sites. Site Stewards are also available to Town staff for related activities. These duties are performed without compensation to the Steward.

Our current Site Stewards have been very instrumental in providing educational tours of the Barlow Massick property and the Fitzmaurice Ruins to schools and community groups. Arizona State Parks provides the Town with quarterly reports verifying the activities of our Site Steward and attendees.. Therefore, at the invitation of the ASPB, Town staff proposes that the Town enter into a second IGA to continue the Site Steward Program on the same terms.

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**OPTIONS ANALYSIS:** The Council may approve the IGA or direct staff to pursue other options.

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**ACTION OPTION:** Motion to approve the Intergovernmental Agreement No. PR13-033 Site Steward Program with the Arizona State Parks Board, **OR** Motion not to approve this IGA. **VOTE.**

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**RECOMMENDATION:** Staff recommends approval of this Intergovernmental Agreement with the Arizona State Parks Board.

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**FISCAL ANALYSIS:** As approved volunteers the Town does agree to provide the Site Stewards with workers’ compensation insurance for any injury incurred while performing their activities upon Town property. In addition, each party assumes the salary and other administrative costs which are attributable to its own employees and volunteers who perform duties under this Agreement. The Parks and Recreation Dept and other departments have budgeted for these costs.

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**REVIEWED BY:**

Management Services Director \_\_\_\_\_

Town Clerk \_\_\_\_\_

Town Attorney \_\_\_\_\_

Town Manager \_\_\_\_\_

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**COUNCIL ACTION:**

Approved  Denied  Tabled/Deferred  Assigned to \_\_\_\_\_