

**TOWN OF PRESCOTT VALLEY  
REGULAR COUNCIL MEETING MINUTES  
August 13, 2009**

*Magistrate Court/Council Chambers  
Town of Prescott Valley  
7501 E. Civic Circle  
Prescott Valley, AZ 86314  
5:30 p.m.*

1. *CALL TO ORDER*
2. *INVOCATION*
3. *PLEDGE OF ALLEGIANCE*
4. *ROLL CALL*

The meeting was called to order by Mayor Skoog at 5:30 p.m. in the Magistrate Courtroom/Council Chambers. Dennis Sullivan of Landmark Missionary Baptist Church gave the Invocation after which the Pledge of Allegiance was said in unison as led by Pastor Sullivan. Mayor Skoog presented Pastor Sullivan with a certificate of appreciation. The following council members were present for roll call.

<i>Harvey Skoog</i>	<i>Mayor</i>
<i>Lora Lee Nye</i>	<i>Vice Mayor</i>
<i>Richard Anderson</i>	<i>Council member</i>
<i>Mike Flannery</i>	<i>Council member</i>
<i>Patty Lasker</i>	<i>Council member</i>
<i>Fran Schumacher</i>	<i>Council member</i>
<i>Harold Wise</i>	<i>Council member</i>

5. *ANNOUNCEMENTS & PRESENTATIONS*

a. *Chamber of Commerce introduction of new members, Marnie Uhl*

Karen Benson from the Chamber introduced two new member businesses:

1. Dennis Frue, from Truly Nolen, spoke about the variety of services offered for pest control. He stressed that their products are organic and they offer free inspections.
2. Victoria McWorthy and Lance Spears from Ca'to Salon & Day Spa took over the business in May. They have added some new services including teeth whitening and foot detox and homeopathic services. Ms. McWorthy stated that she had taken over the business from her daughter. Mr. Spears commented that they donate services for fundraisers.

Karen Benson announced the Chamber's upcoming quarterly breakfast that will be held on Tuesday, August 18th at the StoneRidge Grill and also the Business Health and Community Showcase being held at Tim's Toyota Center on Saturday, August 22nd.

b. *Appreciation Plaque to Dale Fitzner for service on the Arts and Culture Commission, October 2004 thru June 2009*

Vice Mayor Nye presented Dale Fitzner with a plaque for his service on the Arts and Culture Commission. Mr. Fitzner thanked the Town Council and staff for their support. Council member Flannery commented about Dale's commitment and service to Prescott Valley. Larry Tarkowski also commented about Dale's service on the board of Yavapai College.

## 6. PROCLAMATIONS

### a. Patriotism Week

Exalted Ruler Polk from the Elks Club accepted the Patriotism Week Proclamation from Vice Mayor Nye as read by Town Clerk Diane Russell.

## 7. CERTIFICATES

### a. Certificate of appreciation to Debbie Spedding for 15 years of service

Parks and Recreation Director Brian Witty read the recognition statements for Debbie Spedding the "Recreation Goddess" and her 15 years of service. Debbie received a certificate of appreciation, a 15 year pin, a US Savings bond and a gift certificate. She thanked many people and staff members both past and present over her years with the town. All the council members praised Debbie for her dedication to the town.

### b. Certificate of appreciation to Edward Bills for 15 years of service

Town Clerk Diane Russell read the recognition statements about Detective Bills. Ed was presented a certificate of appreciation, 15 year pin, a US Savings Bond and a gift certificate. Chief Maxson commended Bills as one of the best detectives in the southwest. Council member Flannery and Vice Mayor Nye spoke to praise his excellent police work.

### c. Certificate of appreciation to David Riley for 5 years of service

Police Officer David Riley was not present at this specific time on the agenda. He was presented with his 5 year pin and certificate of appreciation right after the Consent Agenda was approved before New Business.

### d. Certificate of appreciation to Lea Duke for 5 years of service

Diane Russell read the recognition statements about Lea Duke. Lea received her certificate of appreciate and 5 year pin. All the council members complimented Lea and her service to the town.

## 8. COMMENTS/COMMUNICATIONS

No comments or communications were forthcoming.

## 9. CONSENT AGENDA

### a. Approval of Minutes – July 23, 2009 (Regular and Executive Sessions)

### b. Authorizing the Mayor to sign the Yearly Intergovernmental Agreement with the Yavapai Free Library District accepting passed through funds in the amount of \$245,140

### c. Authorizing the Mayor to sign **Resolution No. 1662** acknowledging the receipt of the low bids for the Owner Occupied Housing Rehabilitation program

### d. Accepting a grant award from the Arizona Commission on the Arts in an amount up to \$5,880

- e. *Approving an Architectural Agreement with Stroh Architects, Inc. for professional design services for the Civic Center Building Remodel project CIP#F322 in the amount of \$27,000*
- f. *Council Investment Report*
- g. *Approving Accounts Payable for July 7 thru August 6, 2009*
- h. *Liquor License*  
 Approving a Special Event Liquor License for a fund raising event to be held at the Pony Espresso Café located at 3101 N. Robert Rd. benefiting the Prescott Valley Old Town Park on September 19, 2009, 5:00 – 10:00 p.m.

Council member Lasker excused herself from the proceedings and vote on the Consent Agenda due to a conflict of interest with Item 9h - approving a special event liquor license.

Council member Schumacher made the MOTION, seconded by Vice Mayor Nye, to approve all items on the Consent Agenda, by electronic vote. MOTION carried with 6 ayes and 0 nays. Council member Lasker returned to the meeting.

David Riley was recognized at this time for his 5 year service award by Mayor Skoog. Vice Mayor Nye and Council member Flannery added comments to commend Officer Riley for the excellent service he has given the Town.

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

- a. *Consideration of appointing Karyl Colozze to the Library Board of Trustees to fill an existing term with a renewal date of June 30, 2012*

Council member Flannery stated that he and Council members Schumacher and Lasker interviewed Karyl Colozze for the Library Board position. They all recommend her appointment.

Council member Flannery made the MOTION, seconded by Council member Schumacher to appoint Karyl Colozze to the Library Board of Trustees to fill an existing term with a renewal date of June 30, 2012, by electronic vote. MOTION carried with 7 ayes and 0 nays.

- b. *Consideration of appointing Sonya Liadis to the Arts & Culture Commission to fill a full term with a renewal date of June 30, 2012*

Council member Flannery recommended Sonya Liadis for appointment to the Arts & Culture Commission. Vice Mayor Nye and Council member Schumacher thanked Sonya for coming forward to volunteer for the commission.

Council member Flannery made the MOTION, seconded by Council member Schumacher, to appoint Sonya Liadis to the Arts & Culture Commission to fill a full term with a renewal date of June 30, 2012, by electronic vote. MOTION carried with 7 ayes and 0 nays.

- c. *Consideration of authorizing the Mayor to sign **Resolution No. 1663** declaring the 2009 Amendments to the Tax Code for the Town of Prescott Valley to be a public record under ARS §9-802*

Finance Director Jim Clemens and Tax Auditor Sarah Herzog were in attendance to answer questions pertaining to the amendments to the tax code. Herzog stated that most of items are housekeeping and retroactive to conform to the state tax code.

Council member Wise made the MOTION, seconded by Council member Anderson, to authorize the Mayor sign Resolution No. 1663 declaring the 2009 Amendments to the Tax Code for the Town of Prescott Valley to be a public record under ARS §9-802 , by electronic vote. MOTION carried with 7 ayes and 0 nays.

- d. Consideration of authorizing the first reading of **Ordinance No. 735** by title only adopting the 2009 Amendments to the Tax Code for the Town of Prescott Valley declared a public record by Resolution No. 1663*

Council member Flannery made the MOTION, seconded by Vice Mayor Nye, to authorize the first reading of **Ordinance No. 735** by title only adopting the 2009 Amendments to the Tax Code for the Town of Prescott Valley declared a public record by Resolution No. 1663 by electronic vote. MOTION carried with 7 ayes and 0 nays.

Town Clerk Diane Russell read Ordinance No. 735 by title only for the first reading.

- e. Consideration of authorizing the Mayor to sign **Resolution No. 1661** amending the Owner Occupied Housing Rehabilitation program guidelines*

Town Planner Ruth Mayday spoke about the second round of Owner Occupied Housing Rehabilitation program. The amendments to the guidelines will make it possible to completely replace two older mobile homes with used mobiles instead of trying to fix them as it is more cost effective.

Council member Schumacher made the MOTION, seconded by Vice Mayor Nye to authorize the Mayor to sign Resolution No. 1661 amending the Owner Occupied Housing Rehabilitation program guidelines by electronic vote. MOTION carried with 7 ayes and 0 nays.

- f. Consideration of awarding the Mountain Valley Park Concessionaire contract to Cheryl Ruth, doing business as 'Babe Ruth Concessions'*

Parks & Recreation Director Brian Witty previewed the Mountain Valley Park Concession contract. He introduced Cheryl Ruth and her son Tyler, owners of Babe Ruth Concessions and recommended the contract be awarded.

Vice Mayor Nye made the MOTION, seconded by Council member Flannery, to authorize the Mayor to award the Mountain Valley Park Concessionaire contract to Cheryl Ruth, doing business as 'Babe Ruth Concessions' by electronic vote. MOTION carried with 7 ayes and 0 nays.

- g. Consideration of adopting a Notice of Intention to make proposed revisions (including possible increases) to Town water and wastewater rates, fees and charges and to set a public hearing on the proposal for the September 24, 2009*

*regular Council meeting and to propose making revisions to the Town's General Administrative Fees and Charges*

Management Services Director Bill Kauppi stated that the first step in this process requires the posting of the Notice of Intention report which can be viewed in the Town Clerks office and Town Managers office. Most of the rates changes (if approved) will take effect November 1st with the administrative changes taking effect on September 24, 2009. Rates are going up for some customers in order to equalize rates throughout the town making rates the same for customers in all areas.

The Mayor invited public comment by Jerry Walker a resident from Viewpoint. Mr. Walker was concerned that only Viewpoint was having their rates raised. It was explained by the Mayor and Town Manager how this change will equalize the rates because the older areas of town paid for water to the newer areas and now this rate increase will pay back the older customers by making all rates the same. Mr. Walker stated that he felt the public was not given information. Mr. Kauppi added that information will be inserted in utility bills next month. It is a three-year process to complete the scheduled rate changes. There will be one more year of equalizing rates before all rates are the same.

Council member Anderson made the MOTION, seconded by Council member Flannery, to adopt a Notice of Intention to make proposed revisions (including possible increases) to Town water and wastewater rates, fees and charges and to set a public hearing on the proposal for the September 24, 2009 regular Council meeting and to propose making revisions to the Town's General Administrative Fees and Charges by electronic vote. MOTION carried with 7 ayes and 0 nays.

- h. Consideration of authorizing the Mayor to sign a letter of support for the Yavapai County, CYMPO and ADOT funding application for American Recovery and Reinvestment Act (ARRA) Discretionary Grant funds for the Fain Road/Viewpoint Drive TI/State Route 89A widening project*

Public Works Director Norm Davis introduced the information shown on screen for the area of roads proposed widening project. Davis commented on the cooperative efforts of CYMPO, ADOT and Yavapai County to support the ARRA funding.

Council member Wise made the MOTION, seconded by Council member Flannery, to authorize the Mayor to sign a letter of support for the Yavapai County, CYMPO and ADOT funding application for American Recovery and Reinvestment Act (ARRA) Discretionary Grant funds for the Fain Road/Viewpoint Drive TI/State Route 89A widening project by electronic vote. MOTION carried with 7 ayes and 0 nays.

- i. Consideration of authorizing the Mayor to sign an Intergovernmental Agreement with ADOT for American Recovery and Reinvestment Act of 2009 (ARRA) funding in the amount of \$1,574,160.00 for the Glassford Hill Overlay Project (Long Look to SR89A) (CIP#\$320)*

Norm Davis stated that ADOT has to lead the process for the Glassford Hill Overlay Project according to federal guidelines and criteria. This IGA is one of the steps in the project. Council member Flannery commended Davis for his patience in waiting for the

funding from ARRA. Council member Wise asked Davis how many jobs the project may generate. Davis was unsure as to the numbers, but stated that the project would only take a few weeks to complete.

Council member Flannery made the MOTION, seconded by Vice Mayor Nye, to authorize the Mayor to sign an Intergovernmental Agreement with ADOT for American Recovery and Reinvestment Act of 2009 (ARRA) funding in the amount of \$1,574,160.00 for the Glassford Hill Overlay Project (Long Look to SR89A) (CIP#S320) by electronic vote. MOTION carried with 7 ayes and 0 nays.

- j. Consideration of authorizing the Mayor to sign **Resolution No. 1664** approving the revised Public Works Dept fee schedule, including new fees for participation in Clean-up Day events*

Norm Davis stated that this fee schedule is new. Public works staff has looked at fee recovery that will be a pass through fee that has previously been paid by the town. The proposed fees will recover approximately half the actual cost of the disposal expenses. Notice would go out with water billings to advise customers of the fee schedule. Council members agreed that the proposed fees are a reasonable solution to cutting the cost of Clean up Day.

Vice Mayor Nye made the MOTION, seconded by Council member Schumacher, to authorize the Mayor to sign Resolution No. 1664 approving the revised Public Works Dept fee schedule, including new fees for participation in Clean-up Day events by electronic vote. MOTION carried with 7 ayes and 0 nays.

- k. Consideration of approving an Agreement with Shephard-Wesnitzer, Inc., in the amount of \$87,580 for design and construction period professional services for the Viewpoint Drive Extension, Civic Circle to Long Look Project (CIP # S321)*

Deputy Town Manager Ryan Judy stated that there were twelve requests for proposals received for this federally funded grant project. It was determined that Shephard-Wesnitzer is the most qualified. Richard Aldridge from Shephard-Wesnitzer stated that the planning will be completed by December with construction anticipated to begin in February.

Council member Wise made the MOTION, seconded by Council member Anderson, to approve an Agreement with Shephard-Wesnitzer, Inc., in the amount of \$87,580 for design and construction period professional services for the Viewpoint Drive Extension, Civic Circle to Long Look Project (CIP # S321) by electronic vote. MOTION carried with 7 ayes and 0 nays.

#### *11. COMMENTS FROM THE PUBLIC*

No comments from the public were made.

#### *12. ADJOURNMENT*

Vice Mayor Nye made the MOTION, seconded by Council member Schumacher, to adjourn the meeting by electronic vote. MOTION carried with 7 ayes and 0 nays.

Mayor Skoog adjourned the meeting at 7:44 p.m.

ATTEST:

APPROVED:

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Diane Russell, Town Clerk

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Harvey Skoog, Mayor

STATE OF ARIZONA)  
COUNTY OF YAVAPAI)ss:  
TOWN OF PRESCOTT VALLEY)

CERTIFICATE OF COUNCIL MINUTES

I, June Catanzarite, Town Clerk Department, 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, August 13, 2009.

I further certify that the meeting was duly called and held and that a quorum was present.  
Dated this 2nd Day of September, 2009

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June Catanzarite, Town Clerk Department