

**TOWN OF PRESCOTT VALLEY
REGULAR COUNCIL MEETING
MINUTES
June 14, 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 Hobby Wiles of the Robert Road Baptist Church gave the invocation.

3. PLEDGE OF ALLEGIANCE

Pastor Wiles led in the recitation of the Pledge of Allegiance.

4. ROLL CALL

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

Absent: Council Member Mallory.

5. OATH OF OFFICE - VICE MAYOR

Magistrate Court Judge Keith Carson gave Council Member Don Tjiema the Oath of Office after which he was seated as the Vice Mayor for FY 2012-2013. Vice Mayor Tjiema expressed his appreciation for Council's trust in him and their support. He introduced his wife Suzanne and thanked her for 37 years of support.

6. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. Chamber of Commerce

Marnie Uhl introduced Christopher Bonner of the new *69 Grill* and Nolan Akin of *The Gold Shop* who each told a little about the products offered by their businesses. Marnie reminded everyone that Prescott Valley Days starts tonight through Sunday with the parade beginning at Yavapai on Florentine at 9:00 a.m. This year's theme is Mardi Gras with beads being tossed to the viewers. A full schedule of events is planned for this celebration. The Balloon Glow is

scheduled for Saturday night starting between 8:00 and 8:30 p.m. on Main Street with parking at Tim's Toyota Center.

b. *First Things First, Claire Louge*

Claire Louge coordinator for *First Things First* stated they are about building a strong foundation in preparing children by getting them ready for school and set for life. She provided background information and the purposes of the program. Questions can be addressed to AZFTF.GOV/BRAINS, 928-776-0062 or email Claire directly at cloung@azftf.gov

7. *COMMENTS/COMMUNICATIONS*

No comments were forthcoming.

8. *CONSENT AGENDA*

a. *Approval of Minutes of May 17, 2012*

b. *Approving the Regularly-Scheduled Town Council Meeting dates for Fiscal Year 2012 - 2013*

c. *Approving an ownership transfer of a Series 6 Liquor License for the Jackass Bar & Grill located at 8156 E. Valley Rd., Brendan L. Fischer, Applicant*

d. *Approving a Special Event Liquor License for the Fireside Grill to serve liquor during their company picnic in Tonto Park North to be held on July 4, 2012*

e. *Department Reports*

f. *Approving submitting a Yavapai Community Foundation Grant application by the Upper Verde River Watershed Protection Coalition to fund projects*

g. *Approving the extension of the Redflex Traffic Systems Agreement for the second one-year renewal period*

h. *Approving the Intergovernmental Agreement with Yavapai County for Unified Emergency Management for FY2012/2013*

i. *Consideration of approving an agreement with Montgomery & Associates for the North Plains Recharge Project for Monitoring Wells and Vadose Zone Piezometers, CIP # E226.2, in an amount up to \$ 45,700*

j. *Approving Accounts Payable for May 15 through May 31, 2012*

Council Member Lasker made the MOTION, seconded by Vice Mayor Tjiema, 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. 1795 approving FDP12-001 for Dorn Model Homes in Quailwood Meadows*

Planner Joe Scott stated that Dorn Homes, the successor-in-interest to Empire, is now requesting to construct four (4) model homes on lots 549 through 552, and develop lots 547 and 548 as off-street parking for the model homes. The homes range in size from 1,412 square feet to 2,273 square feet, and offer a new series of residential products for the Quailwood Meadows development.

Joe Scott introduced Jim Gumby of Dorn Homes who thanked the Town staff for being great to work with and for working with them through some complicated and difficult issues. Four model homes will be completed by July 4th, 2012. They are optimistic about the market and commented that there is a lack of home inventory in our area.

Council Member Nye made the MOTION, seconded by Vice Mayor Tjiema, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign Resolution No. 1795 approving FDP12-001, AND to sign any agreement under Proposition 207, by electronic vote. MOTION carried with 6 ayes and 0 nays.

b. *Consideration of authorizing the Mayor to sign Resolution No. 1796 approving FDP12-002, AND to sign any agreement under Proposition 207 for the Full Swing Sports Center to be located at the Glassford Regional Market Place*

Joe Scott stated that the plan submitted governs the development of an approximately 9,462 square foot structure that will house the Full Swing Sports Center. The proposed project is a Use by Right within the C2-PAD (Commercial; General Sales and Services, Planned Area Development) zoning classification. The plan sets forth compliance with required site development standards, including but not limited to landscaping, parking, and lighting. Signage is also included as a part of this submittal and will be made a part of the FDP upon approval by Town Council.

Council Member Whiting made the MOTION, seconded by Council Member Lasker, to authorize the Mayor (or in his absence, the Vice Mayor) to sign Resolution No. 1796 approving FDP12-002, AND to sign any agreement under Proposition 207, by electronic vote. MOTION carried with 6 ayes and 0 nays.

c. *Consideration of awarding a construction contract to Asphalt Paving & Supply, Inc., in the base bid amount of \$241,254.90 for construction of the Loos Drive Widening Project from Robert Road to Mountain Valley Park Entrance, Phase One (CIP # S339.1) (CDBG)*

Kim Moon CIP Coordinator introduced Mr. Richard Aldridge project engineer of the Loos Drive Widening Project plans. The town received eight (8) bids with the low bid having a fundamental

error and has since been withdrawn. Mr. Aldridge commented that they have the same team that they had for the work on the Viewpoint Drive project. They are ready to work again with Asphalt Paving and Supply.

Council Member Anderson made the MOTION, seconded by Council Member Nye, to approve award of a construction contract to Asphalt Paving & Supply, Inc., in the base bid amount of \$241,254.90 for construction of the Loos Drive Widening Project, Phase One (CIP # S339.1), from Robert Road to the entrance of Mountain Valley Park, by electronic vote. MOTION carried with 6 ayes and 0 nays.

d. Consideration of approving the Town Engineer Agreement with Dava and Associates for two additional years with an expiration date of June 30, 2014

Norm Davis, Public Works Director, commented that we have had a 24-year long relationship with Dava & Associates, since 1988. This contract has been renewed every two years over the past 24 years. Their current fee schedule hasn't changed since 2006 for the professional services they provide. They provide planning, survey and engineering services. We have gained a lot of value in the form of their institutional knowledge over the years.

Council Member Nye made the MOTION, seconded by Council Member Lasker, to approve the Town Engineer Agreement with Dava and Associates, by electronic vote. MOTION carried with 6 ayes and 0 nays.

e. Consideration of awarding each of the following annual contracts to the lowest responsive bidder per the unit prices bid and highest qualified company: the Swath Mowing contract to Larry's Mowing Service, the Striping & Pavement Markings to Traffic Safety, Inc., the Street Sweeping contract to Tryton Enterprises, LLC, AND the Landscape & Weed Control contract to Koehler Enterprises, DBA K-ler Land Works Maintenance

Norm Davis, Public Works Director, commented that these contracts are outsourced to the specialists in their field and those with the specialized equipment that they can keep busy all year. We have a good long-term relationship with each one of these contractors who provide excellent service to the town. Town Manager Larry Tarkowski's complimented Public Works for doing a fine job once again. He also commented that outsourcing is at the direction of Council back in 1989, that the Town should outsource many services resulting in fewer public employees than most cities and towns. We do it by competitively bidding the services out. We have served this community extremely well in terms of saving tax payer revenue over the last 23 or so years.

Council member Nye stated that they contracts were discussed in detail at last week's Work Study Session which is why they are not being discussed in great detail this evening.

Council Member Whiting made the MOTION, seconded by Council Member Anderson, to award the Swath Mowing contract to Larry's Mowing Service, the Striping & Pavement Markings to Traffic Safety, Inc., the Street Sweeping contract to Tryton Enterprises, LLC, and the Landscape & Weed Control contract to Koehler Enterprises DBA K-ler Land Works Maintenance, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- f. Consideration of awarding each annual contract to the lowest responsive bidder per the unit prices bid as follows: the Roadway Material to Asphalt Paving & Supply ,the Asphalt Paving contract to Asphalt Paving and Supply, the Annual Street & Park Concrete contract to Headwaters Construction, LLC, the CMP Culvert contract to Arizona Culvert Co., AND the Solid Waste contract to Patriot Disposal

Norm Davis, Public Works Director, commented that these contracts are annual purchases for materials for road maintenance, drainage projects and solid waste disposal. This allows the town to streamline the process of getting the materials as needed without having to bring it back before Council each time materials are needed. Council member Whiting commented, only as a matter of record for the citizens who have contacted him that the Highway 69 oiling was done by ADOT, not the Town. Mayor Skoog added that SR 69 and 89A are ADOT territory.

Council Member Whiting made the MOTION, seconded by Vice Mayor Tjiema, to award each annual contract to the lowest responsive bidder per the unit prices bid as follows: the Roadway Material to Asphalt Paving & Supply, the Asphalt Paving contract to Asphalt Paving and Supply, the Annual Street & Park Concrete contract to Headwaters Construction, LLC, the CMP Culvert contract to Arizona Culvert Co., AND the Solid Waste contract to Patriot Disposal, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- g. Consideration of awarding a construction contract for the Fiscal Year 2012/2013 annual Chip Seal program to Cactus Asphalt, a division of Cactus Transport, Inc., in the total bid amount of up to \$710,546.93

Norm Davis, Public Works Director, commented that the chip seal contract is a big one with the 25-mile project being done during the summer months. Some large firms bid this job. Hot mix patching of the roads is done prior to the chip sealing. Chip sealing is a quick operation taking only one day, but a notice will be sent out to the residents prior to the job being done. Staff recommends awarding the additive alternates as well to maximize the current budgeting for FY 2012/13. Mayor Skoog asked if this would include Florentine east of Robert Road. Davis said he would look into it. Davis added that the innovative public works staff designed a chute to deliver the hot mix from the back of a dump truck as well as reworking a flat bed truck into a float for the Prescott Valley Days parade.

Council Member Nye made the MOTION, seconded by Council Member Lasker, to award the construction contract for the Fiscal Year 2012/2013 annual Chip Seal program to Cactus Asphalt, a division of Cactus Transport, Inc., in the total bid amount of up to \$710,546.93, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- h. Consideration of awarding the Change Order to the contract with United Fuel & Energy Corp. for fuel, AND the Change Order to the contract with Clean Team Janitorial for janitorial services thereby extending these contracts for Fiscal Year 2012/2013

Public Work Director, Norm Davis, commented that the janitorial annual contract does not have any increase over last year. Vice Mayor Tjiema reiterated that these contracts have been

discussed extensively in the prior Work Study Session and added that Staff has done a great job of making Council's job easy.

Vice Mayor Tjiema made the MOTION, seconded by Council Member Anderson, to approve the Change Order to the contract with United Fuel & Energy Corp. for fuel, AND the Change Order to the contract with Clean Team Janitorial for janitorial services, thereby extending these contracts for Fiscal Year 2012/2013, by electronic vote. MOTION carried with 6 ayes and 0 nays.

10. COMMENTS FROM THE PUBLIC

No comments were forthcoming.

11. ADJOURNMENT

Council Member Nye made the MOTION, seconded by Council Member Whiting, to adjourn the meeting, by electronic vote. MOTION carried with 6 ayes and 0 nays.

Mayor Skoog adjourned the meeting at 6:25 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 Regular Meeting of the Town Council of the Town of Prescott Valley, held on Thursday, June 14, 2012.

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

Dated this June 18, 2012.

Diane Russell, Town Clerk