

**TOWN OF PRESCOTT VALLEY  
REGULAR COUNCIL MEETING  
MINUTES  
November 8, 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 Joe Berna of the Bethel Baptist Church gave the invocation.

3. PLEDGE OF ALLEGIANCE

Pastor Berna led in the recitation of the Pledge of Allegiance which was recited in unison.

4. ROLL CALL

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

Absent: Council Member Anderson.

5. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. Chamber of Commerce

Chamber of Commerce Membership Director, Gloria Gross introduced Mike Baccus, Manager of Arrowseal. Baccus came forward and told council a little about his business of sealing ductwork leaks in homes to make them more energy efficient thereby reducing energy costs.

Gloria reminded everyone that the Chamber of Commerce Valley of Lights opening night will be Thanksgiving evening.

b. Student of the Month, Josiah Cilano

Student of the Month Josiah Cilano of Bradshaw Mountain High School was introduced by Council member Whiting. Josiah was recognized for his academic standing, extracurricular activity involvement, community and church involvement, participation on varsity teams and in several school clubs. He was presented with a certificate and a paperweight as the November

Student of the Month. Josiah plans to become an officer in the Air Force. Principal Court Miner of Bradshaw Mountain High School added that no matter what Josiah sets out to do he excels at it. He is a well-rounded student who is first in his class. Josiah introduced his family members in attendance.

c. AAEC and FFA Update, CJ and Brooke Williams

Mr. CJ Williams Principal of AAEC School stated how supportive everyone in this community is of the school. Brooke Williams was introduced as an AAEC junior student and President of the AAEC Future Farmers of America (FFA) Prescott Valley Chapter. Brooke highlighted points of pride about the school pertaining to student achievement and community connection from her personal experience. The students take pride in all they do at the school. In their first year the school was designated as an 'A' rated school by the Arizona Department of Education. AIMS scores were well above the norm in reading, writing and mathematics. She proceeded to tell about extracurricular activity achievements and the numerous volunteer hours the students have donated to the programs they are involved in. The school's second annual Holiday Boutique will be held November 17 from 10 a.m. until 3:00 p.m. on the campus. The teachers and staff care about each student and provide the support necessary to go above and beyond. She loves that she can work on a college degree while still in high school through the unique partnership between AAEC and Yavapai College. "Every day is an adventure."

Mr. Williams said the students are passionate and driven. This year they have 175 students, last year they had 75 students. Next year they expect the class size to grow toward their 300 student capacity.

Council member Nye said the knowledge of this school's excellence is well known, being spoken about in other jurisdictions and has brought excitement to education. Council member Whiting said he was glad to see this school come to fruition and it just adds another element to the unique campus we have here in Prescott Valley. Council member Mallory commented that Brook's energy is inspiring! Brook has a great future. Council member Lasker said we can really be proud of our kids, and the great educational opportunities for them here in Prescott Valley. Mayor Skoog thanked both principals for bringing these students to our attention and for the great job they are doing. Principal Williams reminded everyone that November 17 is the *Holiday Boutique* at the school 10:00 a.m. - 3:00 p.m. on the campus. Many vendors will be there from all over the community.

6. CERTIFICATES

a. Certificate of Appreciation to Kim Moon, 10 years

Town Clerk Diane Russell read the accolades submitted about Kim Moon. Council Member Nye added that Kim is the epitome of the quality of employee we have in Prescott Valley by word, deed and action. She thanked her for the relationship she feels she has with her. Council Member Lasker said Kim is the personification of patience and creativity. Council Member Whiting added that Kim is at the pulse of PV and involved with the things improving our community - library, solar complex and civic center renovations. Council Member Mallory appreciates Kim's

patience in explaining things. Vice Mayor Tjiema stated she is a wonderful mother and a great employee, coordinating so many activities - she keeps the world spinning. Council appreciates her dedication and contributions to the community.

Ruth Mayday said it is an honor and privilege, and a lot of fun working with Kim. If it were not for Kim the solar project would not have happened. She is methodical in her thinking and very good at moving from point A to point B. Kim fears no project regardless of size. Kim takes her job seriously, understands how it affects the community and does an awesome job.

Mayor Skoog presented Kim with a 10-year plaque and pin for her ten years of service. Kim thanked everyone for the honor and introduced her husband James Wheeler and her two daughters Isabella and Emily Wheeler. "Working for the Town of Prescott Valley is like family – it is like waking up and breathing in the morning" – it is what she does. Her husband, James, commented that at the end of the day, Kim does make a difference in the Town of Prescott Valley - job well done. Her daughter stated how proud she is of her mom Kim.

7. COMMENTS/COMMUNICATIONS

Council Member Nye commented that Kim Moon is assisting in the design and implementation of the location where the Centennial Monument will be located. The community is invited, on November 17<sup>th</sup>, to go to Bronzsmith on Second Street for the Open House and Reception for the citizens to "go meet" the 10-foot tall statue No So Gentle Tamer. The reception will be from 10:00 a.m. until 1:00 p.m. Nye announced that fund raising efforts for the project have passed the half way mark as of today.

8. CONSENT AGENDA

- a. *Approval of Minutes of October 18 Work Study & October 25, 2012 Council meeting*
- b. *Accounts Payable for October 12 thru 26, 2012*

Council Member Nye made the MOTION, seconded by Council Member Lasker, to approve all items listed on the consent agenda, by electronic vote. MOTION carried with 6 ayes and 0 nays.

9. OLD BUSINESS (FOR ACTION)

- a. Consideration of approving the second reading, by title only, and passage of Ordinance No. 771 adopting revisions to Zoning Ordinance Amendment (ZOA12-001) Sign Code

Town Clerk Diane Russell read Ordinance No. 771 by title only for the second reading. Mayor Skoog asked "Shall the ordinance pass?" The Ordinance passed with 6 ayes and 0 nays.

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

- a1. Public Hearing Open Public Hearing Community Development Block Grant Close Public

Hearing

Mayor Skoog opened the Public Hearing.

Deputy Town Manager Ryan Judy stated this is the second public hearing that is part of the public participation process to apply for a CDBG grant. The first hearing was held on October 11<sup>th</sup> at which one project was submitted for Phase 3 of the Loos Drive improvements. Phase 3 adds a sidewalk to the north side of the road from Robert to the Acorn Montessori School and completes the drainage improvements on the south side of the road. Staff is in the process of getting an RFQ ready to submit to the engineers. This application is for a State Special Project Fund competitive statewide grant.

No comments were forthcoming from the public.

Mayor Skoog closed the Public Hearing.

*a2. Consideration of authorizing the Mayor to sign Resolution No.1817 to authorize the application for CDBG SSP project funding and adopting Resolution No. 1818 the anti-displacement and relocation assistance plan*

Council Member Whiting made the MOTION, seconded by Vice Mayor Tjiema, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign Resolution No.1817 to authorize the application for CDBG SSP project funding and adopting Resolution No. 1818 the anti-displacement and relocation assistance plan as required by CDBG, by electronic vote. MOTION carried with 6 ayes and 0 nays.

*b. Consideration of the Re-Appointment of Robert Cohen to the Municipal Property Corporation Board of Directors*

Vice Mayor Tjiema and Council members Nye and Lasker stated how much they appreciate Robert Cohen's dedication to the position as he heads into a third consecutive term. They are recommending the re-appointment of Robert Cohen to a term with a renewal date of November 18, 2015.

Vice Mayor Tjiema made the MOTION, seconded by Council Member Lasker, to approve the re-appointment of Robert Cohen to the Municipal Property Corporation Board of Directors, by electronic vote. MOTION carried with 6 ayes and 0 nays.

*c. Consideration of approving an Intergovernmental Agreement for facilities usage with Humboldt Unified School District*

Parks & Recreation Director Brian Witty said this IGA plays a key role in the planned provision of recreational and leisure activities and it serves as an update in the practices that will be employed in utilizing each other's facilities for such services. The updated IGA: 1) clarifies the relationship between both entities; 2) anticipates existing needs and future growth in terms of

scheduling use and sharing facilities; 3) removes previous maintenance aspects that are the essential responsibility of each principal party; and 4) will supersede any former agreements between the Town and HUSD regarding shared use of facilities.

Council Member Whiting made the MOTION, seconded by Council Member Mallory, to approve the Intergovernmental Agreement (IGA) with Humboldt Unified School District (HUSD), by electronic vote. MOTION carried with 6 ayes and 0 nays.

*d. Consideration of approving an Extension of Agreement for Consulting and Other Services with Burgess & Niple, Inc., in conjunction with partners in the Upper Verde River Watershed Protection Coalition to provide program management services for the Coalition and to complete the projects identified and approved by the Coalition Board.*

John Munderloh Water Resources Manager said this is a simple contract with a minor amendment. The Upper Verde River Watershed Protection Coalition (Coalition) was created by an Intergovernmental Agreement (IGA) between the Town of Prescott Valley and other jurisdictions in the area to address water management issues in the Prescott Active Management Area and to protect the base flows of the Upper Verde River. Council member Nye is our member on that Coalition Board. In November 2007, the Coalition hired the engineering firm Burgess & Niple, Inc. (B&N) to provide program management services for the Coalition and to complete the projects identified and approved by the Coalition Board.

The initial contract with B&N expires on November 27, 2012. On October 24, 2012, the Coalition Board approved a 7-month extension of the contract that introduces cost-saving measures such as reduced hourly fees and a reduced meeting schedule. The contract amendment, which will expire at the end of the fiscal year (June 30, 2013), establishes a trial period for the change in services and provides time to negotiate a longer-term program management contract. Participating members are the City of Prescott, Yavapai County, Yavapai Prescott Indian Tribe and Town of Chino Valley along with the Town of Prescott Valley.

B&N was initially selected through a competitive bid process initiated in July 2007. On October 24, 2007, the Coalition Board approved the contract with B&N to provide program management services for the Coalition and to complete the projects identified and approved by the Coalition Board. This contract extension, like the original contract, requires final approval by the elected Councils or Boards that are members of the Coalition and the signature of the Mayors or Chairman of those jurisdictions.

Council member Nye said the coalition has some ongoing projects that they are excited about and so this continuity will be helpful. Munderloh added that every member entity will have to approve this contract amendment. Over the next seven months the contract will be evaluated and a decision made as to whether to issue a new contract to Burgess and Niple or go back to competitive bid or whatever. More than likely it will be a new contract issued.

Vice Mayor Tjiema made the MOTION, seconded by Council Member Whiting, to approve the Mayor's signature on the agreement for Burgess & Niple Inc. to include consulting and other services, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- e. Consideration of awarding a Contract with Drill Tech, Inc. in the amount of \$59,335.00 for construction of Recharge: Monitoring Wells and Vadose Zone Piezometers Project, CIP # E226.WP

CIP Coordinator Kim Moon showed photos of progress made on the North Plains Recharge project. Basins 1 thru 3 are under construction with two more basins to go. Tonight's construction contract is only for the monitoring wells and purchase of the piezometers. Piezometers are about 50 feet deep (generally above the water table) and monitoring wells are below the water table. Council member Whiting commented this is a needed investment in our long-term plan to recharge our aquifer and reach safe yield. Moon added this is a part of our plan for capturing the recharge credits as part of our larger portfolio. Council member Whiting commented that this is a needed investment in our future and looks forward to getting it started.

Council Member Lasker made the MOTION, seconded by Vice Mayor Tjiema, to approve award of the Contract with Drill Tech, Inc. in the amount of \$59,335.00 for construction of recharge: Monitoring Wells and Vadose Zone Piezometers Project, CIP # E226.WP, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- f. Consideration of approving a Professional Services Agreement with Lyon Engineering for design services for a total amount of \$225,000.00 for the Agua Fria Floodplain Revision & Unit 16 Stormwater Mitigation Study - CIP # E340

Public Works Director Norm Davis said this project, funded by flood control dollars, was discussed in depth last week. Staff sent out requests for qualifications, shortlisted the contractors and entered into negotiation with Lyon Engineering to come up with a scope and fee for the work to be done in the Agua Fria design area for floodplain, drainage and roadway improvements. Davis confirmed that this plan would address 25- and 100-year storm events that impact mobility in Prescott Valley. We are a step ahead with any storm drainage improvements we can make. This is Yavapai County Flood Control dollars paying for this project.

Vice Mayor Tjiema made the MOTION, seconded by Council Member Mallory, to approve a Professional Services Agreement with Lyon Engineering for design services for a total amount of \$225,000.00, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- g. Consideration of awarding a construction contract to the lowest responsive bidder, Earth Resources Corporation, in an amount up to \$165,850.04 for the Western Boulevard Stormwater Management Improvement Project - Phase 3, CIP# E328.3, and approving an Engineering Agreement with Lyon Engineering in an amount of \$26,650.00

Public Works Director Norm Davis said this Western Blvd. Stormwater Management Improvement Project Phase 3 is funded with Flood Control District funds also. This phase is the last and smallest phase in this project. The bid came in under the engineers estimate so an additive alternate (rock rip-rap) was included to fully enhance the scope of the project. The full scope of the project is funded with the \$275,000 budget. Improvements will begin on November 15 and will last approximately two months with a scheduled completion date of January 2013.

Staff was complimented for their consideration of the public by sending out notifications prior to the construction beginning and ensuring that people have access and egress options. Thanks to Ray Smith for procuring this for our town.

Council Member Whiting made the MOTION, seconded by Council Member Mallory, to award a construction contract to the lowest responsive bidder, Earth Resources Corporation, in an amount up to \$165,850.04 for the Western Boulevard Stormwater Management Improvement Project - Phase 3, CIP# E328.3, and approving an Engineering Agreement with Lyon Engineering in an amount of \$26,650.00, by electronic vote. MOTION carried with 6 ayes and 0 nays.

*h. Consideration of approving Change Order #8 to the construction contract with Danson Construction, LLC, in the bid amount of \$22,725.00 for the Civic Center Remodel Project (CIP # F322)*

CIP Coordinator Kim Moon commented that change orders to date have been administratively approved. This particular change order covers modifications to HVAC, furniture, security changes, cabinet relocation, scan door modifications and is well within the scope of necessary modifications and within the budget. Council member Lasker said she is really impressed with how well the work is coming along. Moon added she noticed that the employees are pitching in, being helpful and patient during the remodel.

Vice Mayor Tjiema made the MOTION, seconded by Council Member Lasker, to approve Change Order #8 to the construction contract with Danson Construction, LLC, in the bid amount of \$22,725.00 for the Civic Center Remodel Project (CIP # F322), by electronic vote. MOTION carried with 6 ayes and 0 nays.

*i. Consideration of approving an Out of Scope Letter Agreement with Ch2MHill/OMI in the amount of \$13,981.00 as requested for the Elephant Eye Well site regarding upgrades and incorporation of new SCADA controls into the Town's SCADA system*

Utility Director Neil Wadsworth explained that SCADA stands for Supervised Control and Data Acquisition which is a high powered computer system. Staff is not only upgrading pipes and valves, but also adding in computer controls that will operate and control the well site from the main office. It also brings the Elephant Eye Well site into the system already in place for controlling and monitoring the majority of the town wells. Wadsworth said the advantage to this well site is we have switched to a different utility rate schedule with APS. Hours of operation will be restricted to late evening or early morning to achieve lower power usage rates which will be controlled through the SCADA system.

Council member Whiting commented that it is important to take care of water resources and utilize less cost opportunities - it is a good investment.

Council Member Whiting made the MOTION, seconded by Vice Mayor Tjiema, to approve an Out of Scope Letter Agreement with CH2M HILL OMI for SCADA Control upgrades to the Elephant Eye well site, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- j. Consideration of approving an Out of Scope Letter Agreement with Ch2MHill/OMI in the amount of \$67,637.00 as requested for the North Plains Recharge Project regarding incorporation of new SCADA controls into the Town's SCADA system

Utility Director Neil Wadsworth said this is another phase of the North Plains Recharge project. This is the computer controller and monitoring equipment for reporting from that facility to the Arizona Department of Water Resources. The equipment tracks the amount of water being held in the ponds, how much is being pumped out and how much is being recharged back into the ground. OMI would be putting the controls together and getting the actual physical equipment. In the future, another phase for installation of those monitors will be brought before council.

Vice Mayor Tjiema made the MOTION, seconded by Council Member Mallory, to approve the Out of Scope Letter Agreement with CH2M HILL OMI for SCADA Controls associated with the North Plains recharge Project, Phase 1, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- k. Consideration of approving Resolution No. 1816 adopting Final Development Plan (FDP12-004) by Granite Basin Engineering, Agent for Ralph J. Ronalter, Jr. and Baseline Development for a Tractor Supply Store

Planner Ruth Mayday said we have an application for a Final Development Plan submitted by Granite Basin Engineering, on behalf of Baseline Development for a Tractor Supply Company coming to us from the Midwest. The proposed building is approximately 22,000 square feet on a three acre portion of APN 103-05-254V in the Eastridge unified commercial development. This parcel is located south of State Route 69, west of Truwood Drive, and north of Eastridge Drive. The store will front highway 69 and has a large outside storage area. This will be their flagship store in Arizona.

The subject parcel lies in Section 24, T14N, R1W. The current zoning classification of C2-PAD (Commercial; General Sales and Service, Planned Area Development) was approved through the adoption of Ordinance 480, and subsequently reaffirmed upon the approval of Resolution 1153, which set forth a development agreement between The Town of Prescott Valley, Eastridge Investments, and Prescott Valley Joint Venture. The current zoning classification and underlying Land Use designation of Community Commercial are appropriate for this use. Slides were shown of the proposed site and elevation of the store. The proposed plan provides adequate on-site parking and circulation, and will substantially comply with the submitted plan.

David Long (PV Development, a division of Baseline) with development group David Benner (Granite Basin Engineering) were introduced and commented that they are anxious to get the project started.

Council member Nye said this business is going to thrive here as it fits the community and area so well. Nye added that Prescott Valley has a reputation of companies that locate here just keep expanding.

The company anticipates hiring 10-15 employees. They expect to open in the 2nd part of 2013.

Mayday and Legler explained that the Prop 207 waiver came as a result of an initiative. It is a standard document we use to remove the town from liability for anything that the town may do that may diminish the value of property.

Council Member Lasker made the MOTION, seconded by Vice Mayor Tjiema, to authorize the Mayor (or in his absence, the Vice Mayor) to sign Resolution No. 1816 approving FDP12-004, and sign the Proposition 207 waiver, by electronic vote. MOTION carried with 6 ayes and 0 nays.

#### 11. COMMENTS FROM THE PUBLIC

##### Public Comments:

1. Marty Grossman announced that the next PVPD Foundation meeting is scheduled for November 12 at 6:00 p.m. at the PD Training Room. The foundation supplies funds for unbudgeted items for the PVPD officers. Everyone is invited to attend.

In addition, he announced a 'Salute to Heroes' event that will be held sometime in March 2013. It is a great family event with first response vehicles, K-9s etc.

Regarding tonight's meeting all the agenda items show how progressive and professional this town is in what we do and how we look after things; that we look to the future to make this town the great town it is. Any citizen should be proud to live here for what we do and the way everyone conducts business. Seeing another new business coming here is an inspiration for others to join them in coming to PV.

2. Larry Bloom said at 6194 North Union (the house next door to him) the elderly owner died two to three years ago and she was a hoarder. The state has a lien on, and owns the property. At one time she had 27 birds and 5 dogs. The house is unlocked and there is feces, feathers, medication, booze everyone. Kids get in there. The place should be boarded up as a health hazard. He has talked to the Health Department, Richard Parker, Fernando Gonzalez and the Mayor's office. He has not been able to get a response. Can the town have someone clean that up and board it up? Dennis Brown at CYFD took pictures and took them to the Mayor's office but he does not know where the pictures ended up. "Surely someone has the authority to enter this unlocked residence and clean, board it up and be sure it is locked."

Tarkowski asked Mr. Bloom to call Richard Parker again as we have had such situations in town that we have been involved with in trying to find the owner [of a property] then abating the issue. Mr. Bloom said he is tired of trying to call these people constantly. Parker has his number. Mr. Bloom continued with, "why he cannot get the Health Dept out there – he has no idea".

#### 12. ADJOURNMENT

Council Member Whiting made the MOTION, seconded by Council Member Lasker, to adjourn, by electronic vote. MOTION carried with 6 ayes and 0 nays. Mayor Skoog adjourned the meeting at 7:08 p.m.

ATTEST:

  
Diane Russell, Town Clerk

APPROVED:

  
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 8, 2012.

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

Dated this November 15, 2012

  
Diane Russell, Town Clerk

