

**TOWN OF PRESCOTT VALLEY  
REGULAR COUNCIL MEETING  
MINUTES  
April 28, 2016**

Library Auditorium/Council Chambers  
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

Reverend Pamela Schmaling, Anglican Church of the Holy Spirit gave the invocation.

3. PLEDGE OF ALLEGIANCE

Student of the Month Emma Williams led in the pledge of allegiance said in unison.

4. ROLL CALL

Present: Mayor Skoog, Vice Mayor Anderson, Council Member Grossman, Council Member Mallory, Council Member Marshall, Council Member Nye, and Council Member Whiting.

5. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. Student of the Month

Emma Williams was recognized as the Student of the Month by the Prescott Valley Rotary Club and Bradshaw Mountain High School. BMHS Principal Kort Miner said each month a student is recognized by staff members of the school. Emma is a well-rounded student showing maturity beyond her years and makes everyone around her better. She carries a 4.47 GPA, is in the top 4 percent of her class, has a job, takes college and honor classes and is involved in sports activities. She thanked her parents, the administration of BMHS and the Town of Prescott Valley for this recognition. She hopes to come back to the community after college. Council member Whiting congratulated her and presented her with certificate designating her as student of the month and a paper weight to remind her of this occasion. Her parents stated how very proud of her they are and grateful to BMHS which has helped her accomplish everything she set out to do because of the preparation they provided Emma with.

b. Contractors Association Build Arizona Award

Public Works Director Norm Davis said the Enterprise Parkway project was an award winning project. It opens up access to Highway 69 from the industrial area. A ribbon cutting is scheduled in May. Davis recognized project partners: the Fain Signature Group, Jeff Wasowicz, Gordon Bowers, Mike Parades, Alvin Stump, Chris Gras (Asphalt Paving & Supply) and the Arizona Commerce Authority. This project helps the town reach its goal for additional economic development and job creation. Chris Gras, Alvin Stump, Mike Parades, Gordon Bowers, Jeff Wasowicz each thanked the Town and each of the partners for their involvement in this project.

6. PROCLAMATIONS

a. National Honor and Remember Month

Town Clerk Diane Russell read the proclamation after which Mayor Skoog presented it to Paulette Martone, Jasmine Crowl and Sean Kriner. They invited everyone to attend the 5K on May 28 and the service on May 30 to recognize those who sacrificed for us.

b. Fair Housing Month

Town Clerk Diane Russell read the proclamation after which it was presented to Carmen Ogden. Ogden said it is an honor to represent the Town in accepting this proclamation regarding fair housing. Council member Nye commented that it is through the Owner Occupied Housing Program that the Town is able to assist folks whose homes are in need of repair. Ogden explained the program and provided statistical data about it.

7. CERTIFICATES

a. *Certificate of Appreciation to Kristi Jones for 15 years of service-rescheduled to May 26*

Tabled.

8. COMMENTS/COMMUNICATIONS

No comments were forthcoming.

9. CONSENT AGENDA

a. *Approving the April 7, 2016 Work Study and April 14, 2016 Council meeting minutes*

b. *Approving a professional services agreement with Gervasio & Assoc. for forensic engineering services on the Library*

c. *Approving a Special Event Liquor License for Eagle Management and Events, LLC on behalf of Prescott Trail Riders to sell alcoholic beverages during the Prescott Valley Grand Prix to be held on May 28 and May 29, 2016*

- d. *Approving the transfer of funds from the Information Technology Computer Software account to the Capital Equipment account*
- e. *Approving the transfer of funds in the amount of \$8,335.00 from the Police Department's FY2015/16 Operations Budget to Capital Budget*
- f. *Department Reports*
- g. *Financial Report*
- h. *Investment Report*
- i. *Accounts Payable*

Council Member Mallory made the MOTION, seconded by Vice Mayor Anderson, to approve all items listed on the consent agenda, by electronic vote. MOTION carried with 7 ayes and 0 nays.

*10 OLD BUSINESS (FOR ACTION)*

- a. *Second reading, by title only, of Ordinance No 815 - amendments to Utility Regulations for Water & Wastewater Service*

Town Clerk Diane Russell read Ordinance No. 815 by title only for the second reading. Mayor Skoog asked, "Shall the Ordinance pass?"

Ordinance No. 815 passed with 7 ayes and 0 nays, by electronic vote.

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

- a. *Consideration of appointing Ron Culver as the Citizen Board Member to the Personnel Board*

Vice Mayor Anderson said one position on the Personnel Board became open for the Citizen Board Member position due to the resignation of Michael Flannery effective at the term ending on April 25, 2016. He was first appointed to the Personnel Board on June 28, 2012 to an existing term with an expiration date of April 25, 2014 and then reappointed to a second term with the expiration date of April 25, 2016.

The Boards and Commissions Selection Committee invited Ron Culver, the current Citizen Alternate Board Member, to consider stepping into the Citizen Board Member position. He accepted and submitted a signed letter of intent. Vice Mayor Rick Anderson and Council members Lora Lee Nye and Mary Mallory are recommending the appointment of Ron Culver to

fill the vacancy made by Michael Flannery's departure, with a term renewal date of April 25, 2018.

Council Member Nye made the MOTION, seconded by Council Member Mallory, to appoint Ron Culver as the Citizen Board Member to the Personnel Board, by electronic vote. MOTION carried with 7 ayes and 0 nays.

*b. Consideration of reappointing Fernando Gonzalez as the Non-Exempt Employee Member to the Personnel Board*

Vice Mayor Anderson stated that on April 25, 2016, Fernando Gonzalez' term on the Personnel Board as the Non-Exempt Employee Member will come due for renewal. He submitted the renewal application letter choosing to be reappointed. Fernando Gonzalez was first appointed to a partial term as the Non-Exempt Employee Member on the Personnel Board September 26, 2013. This re-appointment will be his 3rd consecutive term. Vice Mayor Rick Anderson, Council Members Lora Lee Nye and Mary Mallory and are recommending the reappointment of Fernando Gonzalez for a term with a renewal date of April 25, 2018.

Council Member Mallory made the MOTION, seconded by Council Member Nye, to reappoint Fernando Gonzalez as the Non-Exempt Employee Member to the Personnel Board, by electronic vote. MOTION carried with 7 ayes and 0 nays.

*c. Consideration of reappointing Geni LeQuesne as the Non-Exempt Alternate Employee to the Personnel Board*

Vice Mayor Anderson, stated that on April 25, 2016, Geni LeQuesne's term on the Personnel Board as the Non-Exempt Alternate Employee Member will come due for renewal. She submitted the renewal application letter choosing to be reappointed. Geni LeQuesne was first appointed to a partial term as the Non-Exempt Alternate Employee Member on the Personnel Board March 12, 2014. This re-appointment will be her 2nd consecutive term. Vice Mayor Rick Anderson, Council Members Mary Mallory and Lora Lee Nye and are recommending the reappointment of Geni LeQuesne for a term with a renewal date of April 25, 2018.

Vice Mayor Anderson made the MOTION, seconded by Council Member Mallory, to reappoint Geni LeQuesne as the Non-Exempt Alternate Employee to the Personnel Board, by electronic vote. MOTION carried with 7 ayes and 0 nays.

*d. Consideration of authorizing the Mayor to sign Resolution No. 1958 approving FDP16-003, AND to sign any agreement under Proposition 207 (Riliberto 's)*

Planner Carmen Ogden said this is a request by Dhan Management for a Final Development Plan for the development of approximately two thousand and eighty seven (2087) square feet for a fast food drive through restaurant and associated parking on approximately four tenths (.40) acre located in the Town and Country Shopping Center, along Pav Way, next to Chase Bank.

The proposed site is located in a C2-PAD (Commercial; General Sales and Services – Planned Area Development) zoning district, as established by Ordinance No. 143 on September 11, 1986, related to the development of a four tenths (.40) acre pad along the frontage road in the Town and Country Shopping Center. The applicant has provided a project site plan, parking plan and proposed building elevations.

The Final Development Plan FDP16-003 is in compliance with the Prescott Valley *General Plan 2025* and all applicable Town Codes. It also meets (or will meet) the requirements for commercial PAD's under the Town Code [particularly the requirements under Town Code §§13-19-060(K) (L) and (M), 14-020-050(F), and 14-04-080].

Council Anderson mentioned that he thought a convenience store closed about a year and a half ago on that property which Ogden confirmed.

Council Member Grossman made the MOTION, seconded by Council Member Nye, to authorize the Mayor (or in his absence, the Vice Mayor) to sign Resolution No. 1958 approving FDP16-003, AND to sign any agreement under Proposition 207 for Riliberto's, by electronic vote. MOTION carried with 7 ayes and 0 nays.

- e. Consideration awarding a construction contract to the lowest responsive bidder, Earth Resources Corporation, LLC in an amount up to \$61,204.00 for the Glassford Hill Summit Trail Parking Lot - CIP# P41.1, and approve an Amendment to the Town Engineer Agreement with Dava & Associates in an amount of \$12,150.00 (Glassford Hill Trail)

It has been a long term goal of the Town of Prescott Valley to enhance public access to the top of Glassford Hill. It is 2.1 miles to the top of the mountain with an elevation difference of 940 feet. This topic has been the focus of many discussions and has been included in planning efforts and exhibits showing future trails. In March 2010, the Town contracted with the Town Engineer, Dava & Associates, Inc., to provide professional survey and engineering services related to the design of a pedestrian trail that would reach the summit of Glassford Hill from existing Town lease / ROW property near the Town's "Summit Water Tank". Town staff has recently completed construction of the trail which is now in use.

As part of this effort, Town staff has also identified the need for parking accommodations at the trail head located on Castle Drive. An amendment to the Town Engineer Agreement with Dava Associates authorized design of a trailhead parking area. On Monday, April 11, 2016, the Town received a total of two (2) bids for construction services at the trail head of the Glassford Hill Trail parking lot with NCU grant and Enterprise Fund funding. They would like to get started on the job with the good bid they received.

Public Comment:

Darcie Padea lives in a house that her husband and she built on Castle Drive with a 99 year lease on the property. This site was selected as they were told that nothing would ever happen on that land (which is across the street from her house). Now the Town is going to build a parking lot right across the street from their house. They are used to seeing the antelope, cows and other

wildlife which will leave the area once a parking lot is built. This may be good for the Town, but bad for them. This trail will be turned into a trail for ATVs, motorcycles, cars and trucks. They found out 2 days ago that in a few days the parking was going to be built which will have a great effect on both of them. The Padeas chose this area as it had no street lights and you see the sky at night. The parking lot means added traffic. This has completely changed their lives with this. Mrs. Padea is protesting this.

Town Manager Tarkowski said no lighting will be installed in the parking lot so the dark sky will remain and a berm will be installed between the homes and parking lot.

Council Member Whiting made the MOTION, seconded by Council Member Marshall, to award a construction contract to the lowest responsive bidder, Earth Resources Corporation, LLC in an amount up to \$61,204.00 for the Glassford Hill Summit Trail Parking Lot - CIP# P41.1, and approve an Amendment to the Town Engineer Agreement with Dava & Associates in an amount of \$12,150.00, by electronic vote. MOTION carried with 7 ayes and 0 nays.

*f. Consideration of awarding the Mowing Services contract for Fiscal Year 2016/2017 to Swept Away, LLC, (dba: Tryton Enterprises, LLC) for a contract amount not to exceed \$39,419.04*

Public Works Director Norm Davis stated that the tentative budget for Fiscal Year 2016/2017 includes funding for annual Mowing Services under Landscaping. This work consists of providing right-of-way mowing services for the Town of Prescott Valley on an 'as needed' basis for Fiscal Year 16/17. Areas to be mowed include Highway 69, PV Pipeline Multi-use Path, Lakeshore Drive, Town owned lots, and the Viewpoint Drive beltway.

Council Member Nye made the MOTION, seconded by Council Member Marshall, to award the Mowing Services contract for Fiscal Year 2016/2017 to Swept Away, LLC, (dba: Tryton Enterprises, LLC) for a contract amount not to exceed \$39,419.04, by electronic vote. MOTION carried with 7 ayes and 0 nays.

*g. Public Hearing – Alternative Expenditure Limitation/Home Rule*

Mayor Skoog opened the public hearing.

Town Manager Tarkowski said this is the second public hearing about the Home Rule Option. The voters have approved the Home Rule Option every four years since the early 1980s. This option allows the Town to prepare and operate under a budget based on today's population and needs as opposed to what the state would allow.

Council member Nye asked that the voters understand the dire circumstances a no vote would put the town in. She asked, "Do you want the state to decide or the citizens decide what the level of service will be for the next four years?" The Home Rule Option would give us local control for today and the future rather than the state deciding for the town.

Mayor Skoog closed the public hearing.

12 COMMENTS FROM THE PUBLIC

Mr. Lyle Gustafson complimented Norm Davis in his response to his questions regarding the monument, but was the town aware of the limited visibility when turning left from Civic Circle onto Lakeshore. The cross traffic is blocked and someone is going to get hurt there. That problem could be alleviated by erecting stop signs on Lakeshore. He requested that a turnabout not be placed there, but to consider stop signs as it is unmanageable accident waiting to happen. In addition, Gustafson said Las Flores has pot holes and asked "how do we get them fixed".

13. ADJOURNMENT

Council Member Mallory made the MOTION, seconded by Vice Mayor Anderson, to adjourn the meeting, by electronic vote. MOTION failed with ayes and nays.

Mayor Skoog adjourned the meeting at 6:51 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, April 28, 2016.

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

Dated this May 5, 2016

  
Diane Russell, Town Clerk

