

PRESCOTT CITY COUNCIL  
COUNCIL STUDY SESSION  
PRESCOTT, ARIZONA  
JUNE 20, 2006

A STUDY SESSION OF THE PRESCOTT CITY COUNCIL WAS HELD ON TUESDAY, JUNE 20, 2006, in the Prescott Municipal Building, 201 S. Cortez Street, Prescott, Arizona.

Mayor Simmons opened the meeting at 3:00 P.M. and asked City Clerk Elizabeth Burke to call the roll, which was as follows:

Present:

Mayor Simmons  
Councilman Bell  
Councilman Blair  
Councilman Lamerson  
Councilman Roecker  
Councilwoman Suttles

Absent:

Councilman Luzius (excused)

□ SUMMARY OF CURRENT OR RECENT EVENTS

Councilman Luzius was absent and attending a water conference in Phoenix.

Manager Steve Norwood commented plan reviews were currently taking longer than normal with people trying to get their plans in before the impact fees take effect and the numbers were staggering – over 400 plan submittals had been received since February which was 40% of the normal annual workload and the same thing would probably happen when Council looks at sewer fees in the near future.

Councilman Lamerson asked if staff had any idea how many plans were attached to assured water and how many to alternative water; staff did not have the answer, but would find out.

Councilman Blair thanked Engineering Services Director Mark Nietupski for setting up the interesting demonstration of pipebursting on Ruth Street.

Mayor Simmons announced the Champions for Charity had taken place over the weekend and he and Councilman Bell had participated and each person competes to see who could raise the most money for their particular charity; they watched movies all night at Harkins Theater and last year had raised between \$50,000 and \$55,000 and the target this year was to try to raise approximately \$75,000 for the 21 charities represented. He was pleased to announce they raised a total of \$115,000.

**I. DISCUSSION ITEMS**

- A. Authorize payment to Concert Architectural Interiors for library meeting room furnishings for the Prescott Public Library from Yavapai Prescott Indian Tribe Gaming Compact funds in the amount of \$25,117.24.**

Recreation Services Director Jim McCasland explained the Yavapai-Prescott Indian Tribe donated \$25,000 to the Library expansion project in January and the Library Aesthetics Committee was in the process of choosing furniture for the library.

Councilwoman Suttles asked if the various donations would be acknowledged on a plaque in the library and Mr. McCasland replied there would be a plaque made for the library listing all the donors.

- B. Resolution No. 3762 - Authorization to accept “Library as Community Focal Point” grant award of 2006 Library Services & Technology Act Funds.**

Recreation Services Director Jim McCasland explained Council approved the submittal of an application for a grant in March, the funding in the amount of \$12,000 had been approved, and the money would be spent on two mailings for the Library, one to announce the reopening and the second to promote services available. There was no match required from the City.

- C. Award of contract for provision of periodical subscription services to EVA Subscription Services in the amount of \$10,679.61 per year for three years, with the option to renew for two additional one-year extensions.**

Recreation Services Director Jim McCasland explained the library was changing subscription vendors this year; and staff was recommending a contract award to EVA Subscription Services for three years with the option to renew for two additional one-year extensions.

- D. Resolution No. 3763 - Extending library leases with Prescott Gateway Mall and Embry Riddle Aeronautical University for temporary library usage.**

Recreation Services Director Jim McCasland explained the library was utilizing off-site spaces while the expansion was being done and the agreements with the Prescott Gateway Mall and Embry-Riddle Aeronautical University would expire at the end of June and an extension of three months was being requested. The Gateway Mall didn't charge rent but did charge for utilities and

rental tax amounting to \$1,887 per month and Embry-Riddle charged \$1,800 per month; the total cost for three months would be \$11,061.

**E. Authorization of Change Order No. 5.24 to the Haley Construction contract in the amount of \$25,037.00 for book drop construction.**

Recreation Services Director Jim McCasland explained the City initiated this change order when staff learned Yavapai County would have funds available in FY07 from library district property taxes. The book drop was removed from the library expansion project when the bids came in higher than expected and it was decided to proceed with the construction of the infrastructure as phase one and the installation of the book drop at a cost of \$73,753 would be done in FY07 as phase two. It would cost less to have it done while the contractor was still on site than to have to bring them back later to do it.

**F. Authorization of Change Order No. 5.25 to Haley Construction contract in the amount of \$54,828.00 for sidewalk and pavement repair.**

Recreation Services Director Jim McCasland explained this project was included in the FY07 Capital Improvements budget and as the contractor was on site the work could be added to Haley's contract. The work would include removal of curb and parking lane paving in front of the Goodwin Street entrance and replacement with new concrete, replacement of valley gutter and extension of the new produce 6" beyond the valley gutter and improvements would be made on the east side of the building as well and the billing would not be received until after the new fiscal year began.

**G. Award of bid for one 5,000 lb. capacity pneumatic-tired forklift, per bid specifications, to Reliable Forklift Sales, LLC, in the total amount of \$23,738.76.**

Public Works Director Craig McConnell explained the forklift would be used at the city's wastewater treatment plant on a daily basis to stock and retrieve heavy pumps and other materials from storage and the machine used propane.

**H. Award of contract to Prescott Newspapers, Inc., dba as The Daily Courier, in an amount of \$11.07 per column inch for straight copy and \$9.23 per column inch for paste-up copy, for furnishing legal advertisement for public notification as required by City Charter and/or State Statutes, effective July 1, 2006.**

City Clerk Elizabeth Burke explained the city was required to publish legal and public notices in the newspaper, only one bid was received from the Daily Courier and was 60 cents per inch over last year's cost.

**I. Resolution No. 3765 - Amending Development Agreement #2004-263 with Glen Wright to permit vehicular access to property from Nolte Drive.**

Community Development Director Tom Guice explained the City entered into a development agreement in December 2004 with Glen Wright relating to property between Nolte Drive and Arthur Drive; at the time it was agreed there would be no access permitted from Nolte Drive and the property could be split into two lots. The property was split and one lot was sold and staff was recommending an amendment to paragraph 4C of the original agreement to allow vehicular access from Nolte Drive. A design had been submitted showing the proposed access from Nolte Drive and this would be reviewed in more detail during the permitting process.

**J. Resolution No. 3766 - Approval of Memorandum of Understanding with NACOG to allow NACOG to administer the Voucher Transit Program for Fiscal Year 2007.**

Community Development Director Tom Guice explained the adoption of Resolution No. 3755 would continue the voucher transit program. Over 30,653 rides were provided in 2006. The Memorandum of Understanding included the following:

- The program was based on residency
- The origination and destinations were limited to the tri-city area
- The public, elderly persons, persons with disabilities or low income persons were eligible for the program.
- Riders paid a \$2.00 co-pay to offset costs of transportation
- NACOG received a 15% administration fee for performing the administrative duties of the program
- The MOU would be extended through June 30, 2007

Other information regarding the program:

- Prescott would be participating in the amount of \$91,362 which included a 25% match by the city.
- Prescott Valley would be participating in the amount of \$75,000 regardless of the amount they received.
- The amount of funding depended on the lottery.

Councilman Bell asked if the Central Yavapai Metropolitan Planning Organization transportation study would change the program and Mr. Guice responded the study would lay the groundwork for transit planning which was a basic need for the community and over a period of time the program may change as other transit opportunities came about.

Tanya Hyatt, contract manager for the NACOG office in Prescott, provided updated figures which showed a 24% increase over last year for the number of people requesting vouchers; the program had been expanded to include the Dewey-Humboldt area and also Camp Verde. Chino Valley also participated in 2006 and would likely do so again in 2007.

**K. Approval of a Special Use Permit for a roof-mounted commercial telecommunications site (T-Mobile/Voice Stream) at Embry Riddle Aeronautical University.**

Community Development Director Tom Guice explained cellular or wireless sites not identified in the Yavapai County plan needed a Special Use Permit; Planning and Zoning Commission voted unanimously to approve the SUP; a cell site would be constructed on the roof of the new Academic Conference Building at Embry-Riddle Aeronautical University campus and would include wall-mounted antennas and roof mounted utility cabinets to house electronic equipment. The addition of this site would improve and expand the service area.

Councilman Blair asked if the City received the revenues or ERAU, and Mr. Guice responded ERAU and the SUP ensured cell sites didn't pop up just anywhere.

**L. Ordinance No. 4544 – Disclaiming any interest in a portion of that certain property described in the Prescott Heights 2<sup>nd</sup> Subdivision described as parcel number 116-17-248.**

Engineering Services Director Mark Nietupski explained the property was located between the Second and Fifth Subdivisions at 1509 Campbell Avenue and was owned by Phillip Blair; there was a question by the title company relating to the existence of an alley and it is believed to be a scrivener's error; a survey has been done and the property does not belong to either subdivision and staff was recommending an ordinance to disclaim any city interest in it. Mr. Blair was in the process of selling his property and needed a clear title in order to proceed.

**M. Approval of Minutes of the June 4, 2006, Prescott City Council Special Meeting, the June 6, 2006 Prescott City Council Study Session/Special Meeting; the June 7, 2006 Prescott City Council Special Meeting, and the June 13, 2006 Prescott City Council Regular Meeting.**

**N. Selection of items to be placed on the Consent Agenda for the Regular Meeting of June 27, 2006.**

Items A through M were selected for the Consent Agenda.

II. ADJOURNMENT OF STUDY SESSION

There being no further business to come before the Prescott City Council, Mayor Simmons ADJOURNED the meeting at 3:35 P.M.

**SPECIAL MEETING**

I. Call to Order

II. Executive Session:

A. Discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property, pursuant to A.R.S. §38-431.03(A)(7)

1. Open space property located in Northwest Prescott, North of Iron Springs Road.

III. Adjournment of Special Meeting

There being no further business to come before the Prescott City Council, Mayor Simmons ADJOURNED the Special Meeting at 4:80 P.M.

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ROWLE P. SIMMONS, Mayor

ATTEST:

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ELIZABETH A. BURKE, City Clerk