

PRESCOTT CITY COUNCIL
CAUCUS
TUESDAY, JUNE 18, 2013
PRESCOTT, ARIZONA

MINUTES OF THE CAUCUS OF THE PRESCOTT CITY COUNCIL HELD ON JUNE 18, 2013, in the COUNCIL CHAMBERS located at CITY HALL, 201 SOUTH CORTEZ STREET, Prescott, Arizona.

◆ **CALL TO ORDER**

Mayor Kuykendall called the meeting to order at 3:00 P.M.

◆ **ROLL CALL**

Present:

Mayor Kuykendall
Councilman Blair
Councilman Carlow
Councilman Kuknyo
Councilman Lamerson
Councilman Scamardo

Excused:

Councilman Arnold

I. DISCUSSION ITEMS

A. Council will receive an update and discuss each of the following:

City Manager McConnell introduced the discussion items.

1. Downtown issues identified at Council Caucus of April 16, 2013

Councilman Kuknyo explained that Councilman Arnold is absent due to the fire and the fact that he is standing by in case he needs to evacuate his mother.

Downtown Post Office

Alison Zelms, Deputy City Manager, presented. She called attention to two draft letters. In researching the Post Office closures, she found there is no indication that the downtown post office is on a current closure list. She asked Council if she should send a letter now or wait until something happens. Council said they felt it would be better to leave well enough alone. No letter will be sent.

Parking Garage

a. Vehicle operation.

Ms. Zelms said the remaining concern is the two posts located just inside the garage. She reported the garage entry was retrofitted to provide wider ingress/egress after the April Council Caucus. A site visit is being scheduled with Councilman Arnold and

Councilman Kuknyo to review operation. Field and Facilities is looking for a flush mount pole to ease vehicle operation.

- b. Research technology and equipment that will allow parking enforcement to identify first offenders, and associated cost.

Ms. Zelms said the proposal is to do a simple move forward and use existing personnel and track. The Police Department is aware of this and will work with a simplified approach with a warning on the first offense. If more technology/software is determined to be useful, it will have to be submitted in the FY 15 budget.

Councilman Kuknyo said this is a move to improve circulation and to help the visitors. Councilman Blair suggested that Alison contact the City of Tempe. They recently installed solar powered meters.

Councilmen did not object to the suggestion made by Deputy City Manager Zelms to move forward with a verbal warning and hold off on new software.

Daniel Mattson, Prescott resident, said he is opposed to parking meters and feels there are many others who would agree.

Kendall Jaspers, Downtown Partnership, said he supports the idea for verbal warnings, but he doesn't think it will help circulation. Parking is not a revenue source. Having people leaving happy is always a good thing. He would like to see this go forward. We need to look at parking for our visitors.

- c. Explore option to engage private sector to provide transportation from parking garage to key locations.

Councilman Blair said he originally brought this up. He thought this might be an opportunity for someone in the private sector to charge a minimal fee, but still make money, and offer this service to our downtown visitors.

Councilman Lamerson asked if there was any code that would prohibit something like this from happening. City Manager McConnell said there is not.

- d. Develop working group to provide recommendations to Council about improved signage downtown

Ms. Zelms said Staff is moving forward with this and planning the first meeting to be scheduled for August 2013.

- e. Consider program to provide parking passes to downtown businesses during special events on an individual event basis.

Kendall Jaspers said this is something worth addressing. There may be an opportunity for a partnership. Anything that encourages regular use of the parking garage is a good idea.

Tourism and Special Event Enhancements

- a. Encourage and send letter of support to Western Heritage Foundation for downtown banner and lighting ideas.

A letter has been drafted and is waiting Council approval. Ms. Zelms described staff's suggestions for a banner program.

- b. Engage owners of the fire-damaged location on Whiskey Row in dialog for possible temporary passageway between parking garage and Whiskey Row.

Mr. McConnell said he attended a meeting this morning on this item. He learned a permanent façade with a walk through is to be bid for construction in July. It doesn't look like we will have the scaffolding down by the 4th of July.

Councilman Kuknyo said he likes this and feels it will be an enhancement to the parking garage.

- c. Request input from Tourism Advisory Committee (TAC) regarding events appropriate for downtown and/or other venues, funding and status designations and other changes to event management/approval.

Ms. Zelms said this is ongoing. Tourism is working to outline the current approval process, develop recommendations for changes, and review with the Events Committee and TAC. The focus now is on the 2-14 events.

Ms. Zelms pointed out that everyone wants their event downtown during the busy season and this creates issues.

- d. Investigate IGA with School District for use of Mile High Middle School football field for events.

Ms. Zelms reported Staff is reviewing existing IGA (between Parks and Recreation and PUSD) and identifying possible events/uses. Parks and Recreation does currently have an IGA with the school district but it does not include the fields. Staff will contact the school district and see if this is a possibility. We need to identify what would work in that location.

Kendall Jaspers reported they (PDP) have an agreement with the school district to rent that field out for the vendors to park their cars and their trailers during the big events. We need to keep this in mind when having discussions with the school district.

- e. Investigate opportunities to increase Phoenix media coverage of events.

Ms. Zelms reported we do promote our events. Many individual producers advertise for their own events. Mr. Prince said he talks to news media almost on a daily basis. It is more of an issue of resource allocation. We are working closer with channel 12 and channel 3.

- f. Send letter of thanks to the Board of Supervisors for allowing the Courthouse lawn to be used for the Whiskey Off Road.

Ms. Zelms said a draft letter has been written. She asked Council to look over the draft letter and provide comments. The finished letter will be sent to each Supervisor.

- g. Create database and related procedure to enhance communication with downtown business owners.

Ms. Zelms said Staff is working closely with the Downtown Partnership to access this type of information. Update and information gathering should occur as part of the PDP annual walking audit.

Councilman Kuknyo said communication is very important. This will make sure everyone knows what is going on in the City of Prescott.

Kendall Jaspers commented. We can only do so much and then the responsibility is on the business to read the information and communicate back.

Circulation/Safety

Mr. Nietupski, Public Works Director presented. He said Staff are open to talk to the cab companies.

- a. Meet with cab companies to discuss possible solutions to current problems
- b. Eliminate taxi cab parking stall next to Sam Steiger crosswalk that is not used.
- c. Explore improved or alternative way for delivery trucks to park and make deliveries at all hours.

Mr. Nietupski pointed out locations to place signs. If there are no objections from Council, Staff will implement. Council did not have any objections.

Mr. Nietupski offered suggestions for Whiskey Row alley that be implemented very quickly.

- d. Alleyway loading zones and congestion.

Mr. Nietupski suggests modifying the alley way to northbound one-way operation, marking a 11' through lane on the east side of the alley by installing a 6' wide stripe, one way arrows, one way signing, and two (2) Do Not Enter signs on Gurley Street. To the west of this stripe, three (3) 9' wide varying length loading zone (parking) areas will be designated with "LOADING ZONE" markings and white striping. In areas near the dumpsters and parking garage access aisles, no parking will be posted with signing and "NO PARKING" markings. This will result in a 11' clear northbound through lane and three loading zone areas all on the west side of the alley reducing congestion in the alley. Council supported this suggestion.

- e. Paint and enforce center lane on both sides of crosswalks as No Parking

The Police Department will enforce the 50' loading, parking, and standing restrictions for both locations. Signing will aid in the enforcement.

f. Evaluate traffic signal at Granite and Goodwin to be activated only for major special events.

Mr. Nietupski suggested utilizing traffic control during the events to keep the traffic flowing. Using an officer makes sense and would be efficient.

OTHER

- a. Explore idea of City entry sign
- b. Investigate possibility of vehicle pull-off at City entry, to include tourism information and kiosk

Ms. Zelms suggests talking to the Chamber of Commerce and asking them to take the lead on both of these items.

Councilman Blair suggested having a repeating list of activities and events going on in the city playing on a local radio station.

Councilman Kuknyo said a sign welcoming people to Prescott would be a good thing to have.

Dave Mauer, Chamber of Commerce, said none of us can provide enough information, as there is always the need for more information. He would be happy to have conversations. He agreed that a welcoming sign to Prescott is needed.

- c. Review Parks and Recreation Master Plan

B. Group Recovery Homes

Jon Paladini presented. DHS regulations affect only those recovery homes licensed by DHS. There is a list of medical facilities that provide medical services. It will be up to DHS whether or not the services these recovery homes offer if they fall within the definitions.

If the recovery home is regulated by the state, what other types of regulations will apply? Municipalities don't really have the ability to regulate personnel and staff, treatment plans, transportation, discharge, medical records keeping and food service.

However, there are some areas where the City will have the ability to regulate:

- ✓ Physical plant
- ✓ Safety
- ✓ Wnvironmental standards

There is a 50 page document that DHS has that lists the new regulations that will be effective on July 1, 2013. DHS will be the enforcing body of these regulations. The City can adopt similar regulations by Ordinance to have in our City Code.

Mayor Kuykendall said he supports adopting regulations and enforcing code to continue the quality of life in Prescott. He is not in favor of tagging along, but to take the lead.

Councilman Kuknyo said he thinks the problem is the little businesses in our neighborhood. We need to support the people who are doing it right. We need to fix the problem.

Mr. Paladini said when DHS adopts these regulations it regulates only the licensed facilities. If the City adopts regulations they would apply to licensed and unlicensed facilities. There are standard physical plant standards. There are emergency and safety standards. All similar uses would have to apply. Mr. Paladini said we could issue a business license to help us find solutions. There currently is no registration for businesses that don't pay a TTP.

Councilman Kuknyo said this is a big problem and we need to address it. Do you really want a house next to you with 7 or 8 meth addicts?

Councilman Blair said having a onetime Business License Fee would allow us to report these homes to the state and would allow the Police Department and the Fire Department to be aware of the locations. There are locations in the City that do not have the sewage capacity to handle these group homes. Mr. Paladini concurred.

Mr. Paladini reviewed the environmental standards. He said the City could impose regulations, related to health and safety.

Using Newport Beach as an example, Mr. Paladini reviewed residential care facilities zoning that City has used to regulate group homes.

Mayor Kuykendall announced that due to prior commitments of four Councilmen, the meeting would need to adjourn. He asked Mr. Paladini to bring back a model based on Newport Beach. Mr. Paladini said he will work with Community Development.

C. Tourism project on Access 15

Ms. Zelms presented and reported that Cable One has done the installation. They are experiencing some problems with the equipment and the project may not be completed until August.

II. REPORTS

A. Legislative Update

Alison Zelms said she would give an update in a week.

III. IDENTIFICATION OF ITEMS FOR FUTURE CAUCUS MEETINGS

A. Council Identified Items

No items were identified.

IV. ADJOURNMENT

There being no further business to be discussed, the Prescott City Council Caucus of June 18, 2013, adjourned at 5:00 P.M.

MARLIN D. KUYKENDALL, Mayor

ATTEST:

LYNN MULHALL, City Clerk