



TOWN COUNCIL
REGULAR MEETING

Council Chambers/Library Auditorium 7401 E. Skoog Blvd. Prescott Valley, Arizona 86314, at 5:30 p.m.

MEETING MINUTES

June 08, 2023

1. CALL TO ORDER AND ROLL CALL

Mayor Palguta called the meeting to order at 5:30 p.m.

Present:

Kell Palguta, Mayor
Lori Hunt, Vice Mayor
Kendall Schumacher, Council Member
April Hepperle, Council Member
Brenda Dickinson, Council Member
Michael Greer, Council Member
Lucy Leyva, Council Member

Absent: None.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was given by Pastor Jeff Jackson from Christ's Church of Prescott Valley followed by the recitation of the pledge of allegiance.

3. CALL TO THE PUBLIC

Public Comment #1: Resident Karen Hunt brought attention to the 79th anniversary of D-Day and the French Gratitude Train that was filled with 50 tons of gifts from the people of France to say "Thank You" to the American people for helping during and after World War II.

4. COUNCIL COMMUNICATIONS: SUMMARY OF CURRENT EVENTS

Council member Dickinson sent her condolences to State Senator Ken Bennett on the loss of his stepdad. She encouraged citizens to view the Council Chat with Community Services Director Casey Van Haren on upcoming

community events and reminded citizens to attend the Woofstock event and the cornhole tournament happening over the weekend.

Vice Mayor Hunt invited everyone celebrating their birthday this month to attend CASA on June 15 (at noon) for cake and ice cream.

5. MANAGER'S REPORT: SUMMARY OF CURRENT EVENTS

Town Manager Gilbert Davidson announced a successful second meeting of the Glassford Dells Steering Committee that happened yesterday and directed citizens to the online report for all the Town activities for this past month.

Council member Dickinson asked if the GDS meetings were open to the public. Davidson answered that the meetings are open to the public and agendas can be found online.

6. CONSENT AGENDA

- 6a.** Regular Town Council Meeting Minutes of May 11, 2023 - Consideration & Possible Action (Approve) [Fatima Fernandez, Town Clerk]
- 6b.** Lease Renewal Northern Arizona University (NAU) - Consideration & Possible Action (Authorize Signature) [Robert Kieren, Deputy Community Services Director]
- 6c.** Proposed Community Facility Districts Policy - Consideration & Possible Action (Authorize Signature) [Katie Pehl, Finance Director]
- 6d.** Annual Authorization Purchase Supplies and Services from Council - Consideration & Possible Action (Authorize Signature) [Katie Pehl, Finance Director]
- 6e.** Annual Update Finance Policy 4-11 "PSPRS Pension Funding" - Consideration & Possible Action (Authorize Signature) [Katie Pehl, Finance Director]
- 6f.** Designating Finance Director as CFO for Annual Expenditure Limitation Report - Consideration & Possible Action (Authorize Signature) [Katie Pehl, Finance Director]

Council Member Kendall Schumacher made the MOTION, seconded by Council Member Michael Greer to approve all items listed under consent agenda by voice vote.

Council Members voted as follows: Mayor Kell Palguta YES, Vice Mayor Lori Hunt YES, Council Members Kendall Schumacher YES, April Hepperle YES, Brenda Dickinson YES, Michael Greer YES, Lucy Leyva YES. NAYS: none. ABSENT: none. MOTION Passed with 7 ayes, 0 nays, 0 absent.

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

- 7a.** TownPlace Suites Hotel by Marriott (FDP23-005) - Consideration & Possible Action (Authorize Signature) [Jessica Barragan, Land Use Planner]

Land Use Planner Jessica Barragan received an application from Dane Beck with Four Seasons Investment Company LLC, for consideration of a Final Development Plan (FDP23-005) for TownPlace Suites by Marriott. She mentioned this project involves a four (4) story hotel consisting of 93 guest rooms with pool and outdoor amenities on approximately three (3) acres located at the southwest corner of Main St. and Florentine Rd.

TownPlace Suites will have 96 parking spaces (4 of which are ADA accessible) and an outdoor patio and pool courtyard will be included. The building height is approximately fifty-nine feet (59'0") as permitted by the current Planned Area Development overlay zoning. Primary access will be from Florentine Road (with secondary fire access to the north off Main Street). Landscaping meets minimum Town standards for quantity and landscaping species.

Mayor Palguta asked for clarification on the employee parking requirements based on the parking analysis. Barragan answered that it will be modified as part of the parking agreement and apologized for not including it beforehand.

Vice Mayor Hunt asked for further clarification on the parking analysis as the report says they would need 93 parking spaces. Barragan clarified that the required amount would be 96 parking spaces total on site not counting the parking agreement.

Council member Schumacher asked if the pool would be indoors. Barragan answered that it would be an outdoor pool.

Mayor Palguta inquired on the estimated time of the break ground. Barragan mentioned that as soon as they get the FDP approval, the developer would like to move forward with permits to start construction.

Vice Mayor Lori Hunt made the MOTION, seconded by Council Member Kendall Schumacher to authorize the Mayor to sign Resolution No. 2023-2318 adopting Final Development Plan FDP23-005 for the TownPlace Suites by Marriott by voice vote.

Council Members voted as follows: Mayor Kell Palguta YES, Vice Mayor Lori Hunt YES, Council Members Kendall Schumacher YES, April Hepperle YES, Brenda Dickinson YES, Michael Greer YES, Lucy Leyva YES. NAYS: none. ABSENT: none. MOTION Passed with 7 ayes, 0 nays, 0 absent.

7b. Cazador Az Consulting Agreement, Water Resources - Consideration & Possible Action
(Approve) [Neil Wadsworth, Utilities Director]

Town Manager Gilbert Davidson explained that staff previously identified the firm of Consilium (consultant Hunter Moore) as one of the resources needed to help staff navigate the various forums and stake holders involved in water management and related issues in Arizona; and the Town entered into an agreement with Consilium to provide these services. That agreement expires on June 30, 2023. The primary Town contact for these services, Hunter Moore, has now left Consilium and has established a new consulting firm called Cazador AZ. Town staff would like to continue the relationship with Moore by entering into a new agreement directly with him that begins May 1, 2023, and ends on June 30, 2024. As part of the transition from Consilium to Cazador AZ, Town staff has negotiated with Consilium to close out that agreement by splitting the payments for May and June between Consilium and Cazador AZ (\$3,750 apiece). Beginning in July, a full reduced payment of \$7,000 a month will be paid to Cazador AZ through the end of term on June 30, 2024.

Vice Mayor Lori Hunt made the MOTION, seconded by Council Member Kendall Schumacher to approve an Agreement with Cazador AZ, LLC. for Consulting Services related to Water Resources from May 1, 2023, through June 30, 2024, in the total amount of \$91,000 by voice vote.

Council Members voted as follows: Mayor Kell Palguta YES, Vice Mayor Lori Hunt YES, Council Members Kendall Schumacher YES, April Hepperle YES, Brenda Dickinson YES, Michael Greer YES, Lucy Leyva YES. NAYS: none. ABSENT: none. MOTION Passed with 7 ayes, 0 nays, 0 absent.

7c. Master Drainage Plan Update - Discussion Only [Ron Pine, Deputy Public Works Director]

Deputy Public Works Director Ron Pine introduced Ricardo Aguirre with WEST Consultants who gave an update on the Town's Master Drainage Plan and the techniques to mitigate stormwater flooding while encouraging natural recharge. Aguirre presented several hydrological models and suggested several engineering concepts that could be incorporated in the Town to mitigate damage, control flooding, and natural recharge to create long-term water security.

The proposed model would cover the jurisdictional area of the Town estimated to be about 62.8 square miles and include the topography, culverts, land use, soil type, footprints, maximum depth and velocities during storm events, and different channels. Aguirre explained that the amount of water that falls onto the jurisdictional limits of the town estimates about 40-to-45-thousand-acre fee per year in which the model would capture as much water as possible into the ground to prevent evaporation. He proposed to rebrand the standards manual with a different approach to harvest the water through the use of decentralized features that use living, natural systems to provide environmental services such as capturing, cleaning and infiltrating stormwater. Aguirre is actively looking for grant and other funding sources opportunities to start these capital improvement projects.

[This agenda item was presented to Council as a discussion only item and there were no motions made.]

7d. Amendments Chapter 8 Business Licensing - Consideration & Possible Action (1st Reading)
[Fatima Fernandez, Town Clerk]

Town Clerk Fatima Fernandez explained that issuing a business license currently conditions the approval of the application upon the completion of various inspections by Town staff and other state and county agencies which extends the customer's wait time before the license is issued. She proposed to amend Article 8-02 by removing the requirement of building inspections at the time of licensing but to preserve the zoning inspection (and fee) at licensing. She added that the obligation to comply with all Town Code requirements will continue to go forward and indicated that licenses may be suspended in the event future inspections show Code violations.

Fernandez added that the repealing of the inspection requirement as a condition of license approval will not be detrimental to the safety and well-being of the community because routine inspections by Town staff and other state and county agencies may still be conducted during the term of applicable business licenses pursuant to Town Code 8-02-090. The only inspection necessary for approval of a business license is a zoning inspection by Town staff to confirm the proposed business complies with the requirements of Chapter 13 of the Town Code. This change will reduce the turnaround time from a couple of weeks to two days and will reduce administrative follow up by both the Town Clerk's office and Development Services on pending business licenses awaiting corrections on their inspections.

Mayor Palguta commended staff for improving our Town services less at the speed of government and more at the speed of business.

Vice Mayor Lori Hunt made the MOTION, seconded by Council Member Kendall Schumacher to read Ordinance No. 2023-923 by title only on two separate occasions, then place the same on final passage by voice vote.

Council Members voted as follows: Mayor Kell Palguta YES, Vice Mayor Lori Hunt YES, Council Members Kendall Schumacher YES, April Hepperle YES, Brenda Dickinson YES, Michael Greer YES, Lucy Leyva YES. NAYS: none. ABSENT: none. MOTION Passed with 7 ayes, 0 nays, 0 absent.

Town Clerk Fernandez read Ordinance No. 2023-923 by title only for the first reading.

8. ADJOURNMENT

Council Member Kendall Schumacher made the MOTION, seconded by Council Member April Hepperle to adjourn the meeting by voice vote.

Council Members voted as follows: Mayor Kell Palguta YES, Vice Mayor Lori Hunt YES, Council Members Kendall Schumacher YES, April Hepperle YES, Brenda Dickinson YES, Michael Greer YES, Lucy Leyva YES. NAYS: none. ABSENT: none. MOTION Passed with 7 ayes, 0 nays, 0 absent.

ATTEST:

APPROVED:

Fatima Fernandez, Town Clerk

Kell Palguta, Mayor

STATE OF ARIZONA)
COUNTY OF YAVAPAI)

ss:
TOWN OF PRESCOTT VALLEY)

CERTIFICATE OF COUNCIL MINUTES

I, Fatima Fernandez, 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 June 08, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this June 29, 2023