



CITY COUNCIL VOTING MEETING

VOTING MEETING MINUTES

TUESDAY, JANUARY 25, 2022, 3:30 PM

201 S. Cortez Street
Prescott, AZ 86303
City Council Chambers

Phil Goode, Mayor

Cathey Rusing, Mayor Pro Tem
Brandon Montoya, Councilman
Eric Moore, Councilman

Jessica Hall, Councilwoman
Steve Sischka, Councilman
Clark Tenney, Councilman

MINUTES OF THE VOTING MEETING OF THE PRESCOTT CITY COUNCIL VOTING MEETING HELD ON JANUARY 25, 2022, IN THE 201 S. CORTEZ STREET PRESCOTT, AZ 86303 CITY COUNCIL CHAMBERS.

1. CALL TO ORDER

Mayor Goode called the meeting to order at 3:33 p.m.

2. INTRODUCTIONS / ANNOUNCEMENTS

Councilman Tenney announced that The Fire Board of Appeals is seeking applications for upcoming vacancies and congratulated Prescott Regional Airport on being named the 18th busiest airport in the nation and 3rd busiest in Arizona.

3. INVOCATION - Pastor Dan Hurlburt with Prescott United Methodist

4. PLEDGE OF ALLEGIANCE - Councilman Montoya

5. ROLL CALL

Phil Goode	Mayor
Cathey Rusing	Mayor Pro Tem
Jessica Hall	Councilwoman
Brandon Montoya	Councilman
Eric Moore	Councilman
Steve Sischka	Councilman
Clark Tenney	Councilman

6. PROCLAMATIONS

A. Presentation & Proclamation for National Downwinders Day - January 27th

Councilman Sischka presented the Proclamation.

Sherri Hanna thanked Mayor & Council and provided information regarding the Downwinders and showed an informational video. Wade Searle from Congressman Gossar's Office read a letter of support.

B. 25th Anniversary Prescott Sons of the American Revolution - February 22nd

Mayor Goode presented the Proclamation.

7. PRESENTATIONS

A. Presentation to Public Works Director Craig Dotseth in Recognition of the Arizona APWA 2021 Professional Manager of the Year

City Manager Michael Lamar presented the award to Mr. Dotseth and thanked him for his service to the City of Prescott.

B. Prescott Downtown Partnership Update & Presentation

PDP Executive Director Audrey Yamomoto provided a presentation to Council regarding PDP. The PDP is a business membership based organization formed in 1999 to advocate for downtown businesses.

8. OPEN CALL TO THE PUBLIC

a. Eric Bewley – Willow Creek Inn

Addressed Council regarding the Willow Creek Inn project, restoring the old restaurant into a wedding venue/event venue. Have had issues with city staff and requested a meeting with the Mayor but was rejected, has not heard back from any other member of Council. This is a “cancel Council”. Wanted to say thank you to one staff member that helped them, George Worley.

b. Nancy Bewley – Planning & Zoning, Community Development Department

Addressed Council regarding the Willow Creek Inn. Five months of trying to obtain a permit, started off on the wrong foot but they believe they have fixed that and have not even received a temporary Certificate of Occupancy. George Worley told them they are “grandfathered in” as a restaurant.

c. Barbara Jacobsen

Addressed Council regarding chipping and fires in her neighborhood and concerns regarding issues that will happen this fire season. Need properties and vacant lots be required to be fire wise and conduct a risk assessment and sustainability report.

d. Rev Patty Willis

Addressed Council regarding fire issues in the Haisley neighborhood and surrounding trails. Must listen to the earth to save it for the future with a climate risk assessment.

e. Terri Stephens – Willow Creek Inn

Addressed Council regarding the atmosphere and revenue that the Willow Creek Inn could provide the community of Prescott.

f. Andrew Stephens – Willow Creek Inn

Addressed Council as a friend of the Bewleys who have purchased the Willow Creek Inn. There is a lot of history with this building.

g. Mike Maclean – Mullen Way Infrastructure Project

Addressed Council regarding the Mullen Way Infrastructure Project. Residents don't have water service and have been asking for it for some time.

h. Yvonne Dorman - Water

Addressed Council regarding issues on Mullen Way and in her neighborhood regarding Annexation of the area that has been sitting on the backburner for over 25 years. There are issues with access for safety vehicles.

9. CONSENT AGENDA

MOTION BY COUNCILMAN MOORE TO APPROVE CONSENT AGENDA ITEMS 9.A. THROUGH 9.E.; SECONDED BY COUNCILMAN TENNEY: PASSED [6 – 0] COUNCILMAN SISCHKA ABSENT FOR VOTE

- A. Approval of Minutes from the January 4, 2022 Strategic Plan Workshop, the January 11, 2022 Executive Session, the January 11, 2022 Study Session and the January 11, 2022 Voting Meeting.
- B. Approval to Auction Items at Surplus Auction with Harris Auction.
- C. Approval of City Contract No. 2022-145 with CentralSquare Technologies for Inform Public Safety Software Maintenance & Support using Monterey County, California Contract No. A-13000 Pricing in an Amount Not to Exceed \$146,367.53. The City of Prescott Portion Funding is Available in the Fire and Police Funds.
- D. Approval of City Contract 2022-146, a \$440,886.00 Grant with the Arizona Department of Transportation for Pavement Preservation Work on Runway 12-30 at Prescott Regional Airport with a Local Share Payment in the Amount \$48,987.00. Funding is Available in the Airport Fund.
- E. Approval of City Contract 2022-147, a \$175,987.00 Grant with Arizona Department of Transportation for Pavement Preservation Work on Runway 3L-21R at Prescott

Regional Airport which requires a 10% local Share Payment in the Amount \$19,554.00. Funding is Available in the Airport Fund.

10. REGULAR AGENDA

- A. Approval of FNP20-009, a Final Plat for Astoria PH 2A Consisting of 84 Dwelling Units in a BG (Business General Zoning District). Location: APN 105-04-002T. Property Owner: Mike Fann. Applicant: Kevin Horton- Lyon Engineering and Surveying.

City Planner Tammy Dewitt provided a presentation to Council regarding the final plat. Preliminary plat approved in 1998, approving number of lots per phase and concept plan was approved in 2006 to define the layout/WSA21-016 was approved last year by Council. Total of 710 residential units, 118 platted for Falcon Point with 592 available for the current area. Residential lots but not single family, this is in substantial conformance even though they are coming forward with single family lots and went from 126 down to 84 units.

Mayor Pro Tem Rusing commented that this Phase has been discussed for many years with the HOA who believe it is a substantial change from the Master Plan, the road was never intended to be the main access to the neighborhood. She is concerned about public safety and fire access.

Ms. Dewitt responded that the primary access during construction will be a temporary road until a future road is constructed.

Councilman Sischka stated that on the original concept map there was 126 in the concept and he'll now be building only 84, not doing nearly what he could've done and is giving more open space.

Ms. Dewitt added that per the preliminary plat there are still more than 500 lots left for the development, could do multi-family in that area as well but these will be detached single family residences which is more in tune with the area that is already developed.

Councilman Moore echoed Councilman Sischka's comments but added that he also has concerns regarding access and wonders why they are not doing a permanent road right now.

Planning Manager George Worley responded that the road alignment must be done a specific way because of topography which crosses four pieces of property with four different owners that all need to be negotiated with.

Councilman Tenney said that he is pleased about the density but is also curious about ingress/egress for the development.

Mayor Goode echoed Council concerns regarding the temporary egress.

Mr. Worley added that the road will eventually connect with Smoke Tree and will mirror the conceptual plan but is dependent on coordination with the city's approval and negotiations with the property owners in right-of-way.

Ms. Dewitt added that there are two phases for this portion of the development.

Kevin Horton with Lyon Engineering addressed Council regarding the project and the need to split the project into multiple phases due to sewer/utility access and roadway access due to rights-of-way. They have tried to work with the other property owners to construct the road but they have experienced difficulties in doing so, there is an emergency ingress/egress acceptable to fire department access. When the additional 16 lots are done in the next phase the Smoke Tree connector will be completed. Public Works has fully vetted this project.

Deputy Fire Chief Thomas Knapp stated that whether an access is permanent or temporary it has to meet the standards of the Department and they have done so otherwise they would not be able to move forward otherwise it wouldn't be at this level. This is not uncommon.

Member of the public Robert Sisley addressed Council as the President of the Prescott Lakes HOA, and stated that there are several Master Plans for the area. There are three areas that tie in and there are concerns regarding the ingress/egress on Smoke Tree. This is going from 126 down to 100 (84 then 16 when the road is connected), so he feels the Board of Directors will be supportive because there is more open space and less lots, however, there is a major concern of the residents regarding the connector road between the two developments in question was never intended to be the main access.

Councilman Moore asked why the temporary road cannot be made a permanent road until the Smoke Tree connector is accomplished.

Mr. Horton addressed Council, stating that they have vetted this through the City Traffic Engineer and the existing road network has plenty of capacity for the additional use. This is interim condition until the next phase and cannot get the road completed until the negotiations are done with the multiple property owners. The logistics of converting the road to permanent do not make sense from a variety of perspectives. Construction traffic is very different than vehicular traffic.

Developer Mike Fann addressed Council and stated that the temporary road will meet standards for construction vehicles, fire/safety but it is not built to city standards and creates a liability for regular vehicular traffic. He added that the road which will be used as the main connector was always intended to be the connection point. Traffic Engineer Ian Mattingly has reiterated that the design capacity will handle all of Astoria and what is proposed here as well.

Councilman Moore commented that the gate creates issues at the light.

Mr. Fann commented that the gates have loop detectors that will not close if there is someone there.

Mayor Pro Tem Rusing asked if the roads will be private and gated.

Mr. Fann responded that they will be built to city standards but will be private.

Member of the public Tom Rusing addressed Council stating that he can't imagine approving a development without guaranteed access. This would've been better at a study session to figure out all of the details.

Councilman Tenney commented that city staff determined that there is adequate ingress/egress and are not being asked to address that today, only being asked to address whether this is in substantial conformance.

Interim City Attorney Matt Podracky confirmed that Council is simply looking to see if it is in substantial conformance with the Preliminary Plat which this is.

Mayor Goode commented that it is difficult to approve it when the extension of Smoke Tree is up in the air, but Council is being asked to make a decision on whether this is substantial conformance.

MOTION BY COUNCILMAN SISCHKA TO APPROVE ITEM 10.A.; SECONDED BY COUNCILMAN TENNEY: PASSED [6 – 1] MAYOR PRO TEM RUSING DISSENTING

- B. Approval of PLN21-003, a Preliminary Plat for Forest Hylands Townhome Subdivision, a 22-lot Townhome Subdivision. Location: APN 109-12-038, a 1.225 Acre Parcel on the Southwest Corner of White Spar Road and Forest Hylands. Site Zoning: BG (Business General). Property Owner: Prescott Hylands LLC.

City Planner Tammy Dewitt provided a presentation to Council regarding the proposed Preliminary Plat for a 22-lot townhome subdivision off Whitespar. Meets all code requirements and has been reviewed for individual platting and meters, livable area on second floor. Project is in conformance and has been unanimously recommended by the Planning & Zoning Commission, Water Issues Subcommittee also recommended approval for the water service application.

Mayor Goode asked what the control mechanism is for access to Forest Hylands.

Ms. Dewitt responded that it will be gated.

Councilman Montoya asked if any of the Planning & Zoning Commissioners expressed any concerns that Council should know about.

Planning Manager George Worely responded that it was only the emergency access on Forest Hylands.

Councilman Sischka commented that he lives in the neighborhood, and this will be a great improvement to the entrance compared to the restaurant that is currently there.

MOTION BY MAYOR PRO TEM RUSING TO APPROVE ITEM 10.B.; SECONDED BY COUNCILMAN MOORE: PASSED [7 – 0]

- C. Approval or Denial of Water Service Application No. WSA21-006, Submitted by Jerry Palmer Architects, LTD, on Behalf of Property Owner Prescott Hylands, LLC.
Location: APN 09-12-038.

Deputy Public Works Director Gwen Rowitsch provided a presentation to Council regarding the water service application for the 22-unit townhome subdivision. Passed unanimously through the Water Issues Subcommittee.

Councilman Montoya commented that this is a good infill project but added that given water budget discussions and the proposed draft policy he has reservations about water service applications moving forward during that process. This is a minimal amount of water, but he does have issues.

Councilman Tenney asked about current water versus what the anticipated water usage would be.

Ms. Rowitsch responded that the restaurant historically uses .42-acre feet per year and the development is estimated at 4.08 acre feet per year.

MOTION BY COUNCILMAN SISCHKA TO APPROVE ITEM 10.C.; SECONDED BY COUNCILMAN MONTOYA: PASSED [7 – 0]

- D. Approval of City Contract No. 2022-144 for the Unbudgeted Purchase of One (1) 2022 Peterbilt Commercial Front Load Refuse Vehicle from Allstate Peterbilt using Sourcewell Contract No. 060920-PMC Pricing in the Amount of \$303,333.00.

Public Works Director Craig Dotseth provided a presentation to Council regarding the unbudgeted purchase of a failed front load garbage truck. The vehicle is fourteen years old, and the motor has completely failed, would be approximately \$60,000 to bring it back onto the streets but it is already past its typical lifecycle and is not fiscally responsible to do so. There is funding to cover the costs, but it is not part of the budgeted expenses. Have been working on a proposal for pricing for three trucks to be in FY23 for replacement in a better process. Total price will be not to exceed \$330,936.31.

Councilman Montoya thanked staff for addressing his questions in advance of the meeting and asked what the city might get for the current vehicle at auction.

Fleet Services Manager Justin Hill responded probably \$15,000-\$25,000 more than likely but this is just an estimate.

City Manager Michael Lamar discussed how the Fleet Review Board looks at what the need is for equipment and vehicles in advance of each fiscal year, with supply chain issues they are having to look more at these.

MOTION BY COUNCILMAN TENNEY TO APPROVE ITEM 10.D.; SECONDED BY COUNCILMAN MONTOYA: PASSED [7 – 0]

- E. Approval for Community Development Department to Apply for Heritage Fund Grant for Funding in FY2023.

Historic Preservation Specialist Cat Moody provided a presentation to Council regarding the application for grant funding. If awarded will come back to council for approval to accept. Property must be national registry eligible; this is a match grant at 40% from the city which can be in-kind services.

Proposed Projects:

- * Update and Reprint Historic Homeowners Guide (guide dates from 2008, city paid \$4k for creation, needs minor updating, bulk of costs will be in printing, no longer have booklets available until we reprint)
- * Historic Preservation Master Plan Update (current plan adopted in 1998, produced on a typewriter, work has begun on the project – document scanned/text OCR'd/text recognition errors corrected/etc.)

Councilman Montoya asked who is involved in the master plan development.

Ms. Moody responded that her predecessor did it and a local architect was involved as well. Will need some supplemental manpower to get us through the process currently.

Mayor Goode commented on how proud Council should be of the Historic Preservation Commission we have in Prescott.

MOTION BY COUNCILMAN SISCHKA TO APPROVE ITEM 10.E.; SECONDED BY COUNCILMAN TENNEY: PASSED [7 – 0]

- F. Approval for the Fire Department to Apply for a Three to Four-Year No Match Federal Emergency Management Administration (FEMA) Staffing for Adequate Fire Response (SAFER) Grant.

Deputy Fire Chief/Fire Marshall Thomas Knapp provided a presentation to Council regarding the SAFER Grant which updates each year. This year there is a zero match and no retention required, all expenses are covered. Grant amount is \$2,959,000 and no administrative fees. Will return to Council prior to acceptance for approval, over the next four years the department will see eight employees retire which needs to be forecasted for so bringing replacement people on now will have the Department where they are currently at when those retirements happen.

Councilman Montoya asked for clarification that this will allow the hiring of new employees for forecasted retirements in the future.

Mr. Knapp confirmed and added that there is no requirement for retention. Fire service only has four major grants that are available to Departments.

Mayor Goode commented that this is an example of how much the city needs additional fire capability as it grows as a community. This opportunity to be ahead of the demands for personnel needs to be taken.

MOTION BY COUNCILMAN TENNEY TO APPROVE ITEM 10.F.; SECONDED BY COUNCILMAN MONTOYA: PASSED [7 – 0]

G. Legislative Update.

Deputy City Manager Tyler Goodman provided an update to Council regarding the 930 bills that have been introduced so far during the Legislative Session.

Deadlines to Introduce:

- * Senate - January 31
- * House - February 7

Focuses:

- * Affordable Housing – concept of by-right development has come up and is being looked at
- * Short term Rentals – many bills but none addressing the issues that cities have been discussing for years
- * SB1245 Tobacco – carryover bill from last year; preempts cities from regulations (not yet scheduled for committee)
- * HB2316 Guns in Public – carryover from last year as well (scheduled for committee tomorrow)
- * SB1275 Fireworks – ban during specific times except for 4th of July
- * PSPRS - SB1085, SB1084, HB2035

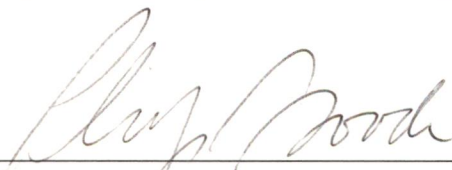
This item was for discussion only, no formal action was taken.

H. Presentation and Discussion Regarding the Granite Creek Area Plan.

Consultant Leslie Dornfeld had to leave the meeting before this presentation could take place and staff advised that the Item would be tabled to a future meeting.

11. ADJOURNMENT

There being no further business to discuss, Mayor Goode adjourned the meeting at 6:14 p.m.



PHILIP R. GOODE, Mayor

ATTEST:



SARAH M. SIEP, City Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Voting Meeting of the City Council Voting Meeting of the City of Prescott, Arizona held on January 25, 2022. I further certify the meeting was duly called and held and that a quorum was present.

Dated this 11th day of February, 2022.



Sarah M. Siep for:
Sarah M. Siep, City Clerk