



City of Prescott

City Council - Voting Meeting

March 12, 2024 | 3:00 PM
201 N Montezuma Street
City Council Chambers, 3rd Floor
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

Mayor Goode called the meeting to order at 3:00 p.m.

2. INTRODUCTIONS / ANNOUNCEMENTS

Mayor Pro Tem Cantelme commented that the City Manager Finalists will participate in a community meet and greet on Thursday, March 21st at the Hassayampa. Citizens may come anytime during the afternoon. The City of Prescott has received \$3 million of Congressional funding for the Prescott Regional Airport.

Mayor Goode commented on WWII Veteran Al Cheney who passed away at the age of 103 recently.

3. INVOCATION - Julie Kozlow with The Jewish Community of Or Atid

4. PLEDGE OF ALLEGIANCE - Councilman Moore

5. ROLL CALL

Phil Goode - Mayor
Connie Cantelme - Mayor Pro Tem
Lois Fruhwirth - Councilwoman
Ted Gambogi - Councilman
Brandon Montoya - Councilman (Excused)
Eric Moore - Councilman
Cathey Rusing - Councilmember

6. PROCLAMATIONS

A. National Social Work Month - March 2024
Councilman Moore presented the Proclamation.

7. OPEN CALL TO THE PUBLIC

A. Truly F. Bracken addressed the Council expressing her gratitude for the Council listening to Citizens on so many issues.

B. Bonnie McMinn addressed the Council regarding the rezoning application for the Rodeo Grounds and low citizen morale. The application has been in process since last year and two Resolutions were brought forward regarding this matter, she feels the staff is withholding information regarding the process and the applications should be included on the city website. The application was submitted on February 14 based on

her knowledge, this is putting undue burdens on the City Clerk's Office to address the requests. She requested that the documents and comments be posted on the website, because of the delay in the citizens being able to see these documents and requested a delay on the April 9th Study Session.

8. CONSENT AGENDA

MOTION BY COUNCILMEMBER RUSING TO APPROVE CONSENT AGENDA ITEMS 8.A. THROUGH 8.F., EXCLUDING ITEM 8.E.; SECONDED BY MAYOR PRO TEM CANTELME: PASSED (6 - 0)

- A. Approval of Meeting Minutes from the February 27, 2024 Study Session, and the February 27, 2024 Voting Meeting.
- B. Approval of Appointment of Members to the Board of Adjustments, CDBG Citizens Advisory Committee, Pedestrian Bicycle & Traffic Advisory Committee, Planning & Zoning Commission, Prescott Preservation Commission, PSPRS Fire Board and PSPRS Police Board; and Approval of Appointment of Chair & Vice Chair for the CDBG Citizens Advisory Committee, Chair & Vice Chair for the Pedestrian Bicycle & Traffic Advisory Committee, and Chair of the Planning & Zoning Commission.
- C. Approval of City Contract No. 2022-168A15, an Amendment to City Contract No. 2022-168 with Dibble for the Planning Phase of the Runway 3R-21L Extension at Prescott Regional Airport - Ernest A. Love Field in an Amount not to Exceed \$132,200.00. Funding is Budgeted and Available in the Airport Fund.
- D. Approval of Acceptance of Arizona Department of Transportation (ADOT) Grant No. E4M3H01P in the Amount of \$19,737 for On-going Planning Work at Prescott Regional Airport - Ernest A. Love Field.
- E. Approval of City Contract Nos. 2023-068A13 & 2023-068A14, Amendments to City Contract No. 2023-068 with Ridgeline Builders LLC for Improvements at 201 N Montezuma Street (New City Hall) in a Combined Amount not to Exceed \$300,271.56. Funding is Available in the General Fund.
Councilman Gambogi pulled this Item for further discussion.

Interim Recreation Services Director Tim Legler addressed the Council regarding the contract and the proposed relocation of the enclosure for the generator.

Mayor Pro Tem Cantelme stated that she felt the bid was high for what the city is getting and would like to see a different process moving forward.

Councilmember Rusing commented that the generator will be diesel and asked for confirmation that if there was an outage there would not be any interruption to service.

Mr. Legler confirmed. The old city hall had a generator that would kick on if needed as well and this is critical infrastructure.

Mayor Goode commented that anytime there is a contract of this size they see bids and asked why that was not the case this time.

Mr. Legler responded that this was done with a job order contract list which speeds up these processes for important projects.

Councilman Moore asked about a natural gas generator and how much would be stored since this is diesel.

Mr. Legler responded that the tank is underneath and will house 75 gallons of diesel. The pressure of natural gas is not enough to power the generator particularly in the winter.

MOTION BY COUNCILMAN GAMBOGI TO APPROVE CITY CONTRACT NOS. 2023-068A13 & 2023-068A14; SECONDED BY COUNCILMAN MOORE: PASSED (6 - 0)

- F. Approval of City Contract No. 2024-124A1, an Amendment to City Contract No. 2024-124 with Managing Results, LLC for Facilitation of the Strategic Plan Implementation in the Amount of \$31,200. Funding is Budgeted & Available in the General Fund.

9. LIQUOR LICENSE

- A. Public Hearing and Consideration for a New Series 18 Distillery Liquor License Application from Jeffrey Craig Miller, Applicant, for Granite Mountain Distillery. Location: 400 N Washington Street.

MOTION BY COUNCILMEMBER RUSING TO CLOSE THE PUBLIC HEARING; SECONDED BY MAYOR PRO TEM CANTELME: PASSED (6 - 0)

MOTION BY COUNCILMEMBER RUSING TO APPROVE ITEM 9.A.; SECONDED BY COUNCILMAN MOORE: PASSED (6 - 0)

10. REGULAR AGENDA

- A. Presentation & Discussion Regarding an Overview of the City's Information Technology (IT) Department.
IT Director Nate Keegan provided a presentation regarding the city department. The staff deal with many abstract things that lead to the framework of technology that we deal with every day, it is like a mosaic.

Divisions:

- * Help Desk
- * Operations
- * IT Applications
- * GIS Coordinator
- * Total of 19 staff members

IT Budget:

- * Cost recovered department
- * FY24 total budget \$3,502,417
- * Personnel 58%, Services & Charges 24%, Supplies 16% and Internal Charges 2%

Strategic Initiatives:

- * Be flexible
- * Collaboration, communication, creativity and critical thinking
- * Mind the horizon
- * Avoid needless complexity
- * Secure by design
- * Let the data flow

IT Trends & Opportunities:

- * Balance the gaze
- * People are the key
- * High temp and complexity
- * Reliance upon technology
- * Utility
- * Information overwhelms
- * Better mousetraps

IT Requests:

- * In 2023 the IT Department received 30,541 tickets for support for an average of 97 per day
- * Over the last year workload has doubled and it has increased over the course of many years as well

Councilmember Rusing asked what IT's role is with the public safety staff.

Mr. Keegan responded that they are IT for the entire Regional Communications Center which goes beyond just city of Prescott, all of western Yavapai County except for Williamson Valley Fire and Yavapai County Sherriff's Office (YCSO). It is complex to juggle that with all of the City Departments needs as well.

Mayor Pro Tem Cantelme asked what types of calls the IT staff receives in that 30,000 per year breakdown.

Mr. Keegan responded that they do have a breakdown of where the calls are coming from and what they are for, that can range to anything from login errors to larger issues. There are two 24/7 on call staff members in the department.

Mayor Goode commented that upon review of the budget in recent years supplies are 50% lower than other services and charges, and if that escalation is anticipated to continue.

Mr. Keegan responded that IT does pay on behalf of other departments and they don't always charge that back from the other departments. Additional systems and features do also increase.

Mayor Goode asked about cybersecurity and ransomware.

Mr. Keegan responded that there is funding for this through the city's risk pool. He added that weakness in systems should be addressed and looked at regularly to avoid problems. There are notices received regularly regarding issues that are happening outside of our system and IT tries to be proactive and think backwards.

Consultant Sadie Sardi provided a presentation to the Council regarding the updated City of Prescott website. She met with and worked with each department individually to determine how the websites should flow and essentially each department has its own site within the larger site with multiple ways to navigate to those departments.

Councilmember Rusing commented that this is a huge improvement from what we had previously, she asked where a citizen would go to contact a Council member.

Ms. Sardi reviewed how to get to the Council page. She also reiterated the importance of each of the departments taking ownership of their pages and ensuring that the information is up to date.

Councilwoman Fruhwirth stated that this was a great project and has heard a lot of public comment about how easy the website is to navigate. She asked how we are in the process of moving from launch into validation of information.

Mr. Keegan responded that as the newness goes away the IT Department is coordinating with department staff regarding what information is, where it should go and if it is necessary to be in a certain place on the website.

City Clerk Sarah Siep highlighted some of the additions that have been made specific to adding pertinent and timely information to landing pages like the Boards and Commissions to make searching for information easier.

Ms. Sardi reviewed the keyword search component and commented that receiving feedback from people as they work on navigating through and can't find something so they can add and update as necessary.

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

- B. Denial of Resolution No. 2023-1869 Authorizing City Staff to Enter into an IGA with the Arizona Department of Transportation (ADOT) to Accept a Federal Highway Safety Improvement Program (HSIP) Grant in the Amount of \$1,040,050 for the Construction of a New Traffic Signal at the Corner of Gail Gardner Way and Fair Street.

Interim City Manager Tyler Goodman addressed the Council and stated that there is no formal presentation for this Item as it has come before Council multiple times already beginning in June 2022 when Council approved the application for the grant. When the funds were awarded, the item was brought

back for approval of acceptance and based on feedback from the community and Council, staff has determined that because this grant cannot be utilized anywhere else in the community, the recommendation is to deny the acceptance of the grant.

Mayor Goode commented on the federal deficit and the dramatic variations in costs to provide a service or project to the community. These things are clearly padded.

Member of the public Sarah-Michelle Tayler addressed the Council regarding maintaining the characteristics of the neighborhood. They would prefer traffic-calming and resources for public safety.

Member of the public Sue Manuel addressed the Council regarding the four-way stop being sufficient for the area and has worked for decades. The traffic light is not wanted.

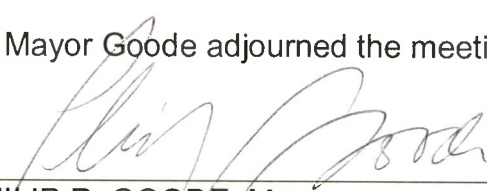
Member of the public Truly Bracken addressed the Council regarding the prior website and CYMPO information, and trying to find the information regarding the proposal for the light. She suggested adding a link on the website to CYMPO so people understand how county wide planning on traffic can impact Prescott citizens. She thanked Council for listening to the citizens.

MOTION BY COUNCILWOMAN CANTELME TO DENY RESOLUTION NO. 2023-1869; SECONDED BY COUNCILMEMBER RUSING: PASSED (6 - 0)

11. ADJOURNMENT

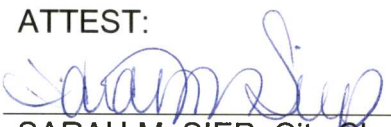
Quote: "The god who gave us life, gave us liberty. Can the liberties of a nation be secure when we have removed the conviction that these liberties are the gift of God." - Thomas Jefferson.

There being no further business to discuss, Mayor Goode adjourned the meeting at 4:33 p.m.



PHILIP R. GOODE, Mayor

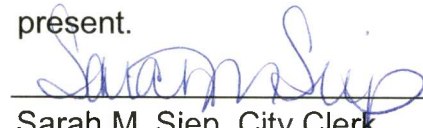
ATTEST:



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 March 12, 2024. I further certify the meeting was duly called and held and that a quorum was present.



Sarah M. Siep, City Clerk

