

# City of Prescott

## City Council - Study Session



February 25, 2025 | 1:00 PM  
201 N Montezuma Street  
City Council Chambers, 3rd Floor  
Prescott, AZ 86301

### AGENDA

The following Agenda will be considered by the **Prescott City Council** at its **Study Session** pursuant to the Prescott City Charter, Article II, Section 13. Notice of the meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02. One or more members of the Council may be attending the meeting through the use of a technological device.

#### Viewing & Participation

This meeting may be viewed on Channel 64, Facebook Live or on the City's website: [City of Prescott Live Meeting Feed](#)

Public comments for Council may be submitted through the City website: [Public Comment Form](#)

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCUSSION**
  - A. Presentation & Discussion Regarding the FY2025 Midyear Budget Report.
  - B. Presentation, Discussion & Direction Related to Ingress and Egress Requirements.
  - C. Presentation, Discussion & Direction Regarding Loud Vehicles and Noise Restrictions.
  - D. Presentation, Discussion & Direction Related to City Leases.
4. **ADJOURNMENT**

Upon a public majority vote of a quorum of the City Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));
- (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- (3) Discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03(A)(3));
- (4) Discussion or consultation with the city's attorneys regarding the city's position regarding

contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. § 38-431.03(A)(4));

(5) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5));

(6) Discussion, consultation or consideration for negotiations by the city or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6));

(7) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

### **CERTIFICATION OF POSTING OF NOTICE**

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on 2/20/25 at 12:00 p.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.

*Sarah M. Siep*

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Sarah M. Siep, City Clerk



TO: MAYOR AND CITY COUNCIL  
AGENDA: February 25 Study Session  
DATE: February 25, 2025  
DEPT: Finance  
ITEM #: 3.A  
SUBJECT: Presentation & Discussion Regarding the FY2025 Midyear Budget Report.

## ITEM SUMMARY

This item is for a review of the FY2025 budget and performance through the first six months of the year. This discussion provides an overview of the city's twenty-eight budgetary departments in eighteen different funds. A fund is an accounting entity defined as a self-balancing set of accounts and a budgetary department is a functional unit that the Council has appropriated monies to in the budgetary process. Staff will also review the FY2026 budget concerns, schedule and process.

## BACKGROUND

The funds and departments are divided into two broad categories, proprietary and governmental.

### Proprietary

There are nine proprietary funds, each of which is its own budgetary department. Proprietary funds are used to report functions for which a user fee is charged to cover the cost of providing the goods or services. If the customers are external to the organization, enterprise funds are used; and if the customers are internal to the organization, internal service funds are used.

### Enterprise Funds

1. Water
2. Wastewater
3. Solid Waste/Transfer Station
4. Golf Course
5. Airport

### Internal Service Funds

1. Central Garage
2. Self-Insurance
3. Engineering
4. Facilities Maintenance

### Governmental

The other nine funds and nineteen budgetary departments are considered Governmental because their primary funding source is taxes and their function is governmental in nature. As a comparison, in a Proprietary fund you use water and pay a fee based on the amount of water used; in a Governmental fund taxes are assessed and there is no direct correlation to the amount of taxes you pay and the amount of services you receive.

These Governmental funds are divided into three types: Debt Service, Special Revenue and General.

### Special Revenue Funds

Seven of our funds and budgetary departments are considered Special Revenue funds because the

proceeds of specific revenue sources are restricted or committed to expenditures for specific purposes or for a grant. Here are the funds and their restrictions:

1. Streets Fund - transportation
2. Transient Occupancy Tax Fund - tourism promotion and recreation development
3. Impact Fees Fund - purpose the impact fee was assessed
4. Grants Fund - purpose of the grant
5. Acker and Trust Fund - purpose in the trust document

### **General Fund**

The General Fund accounts for all financial resources except those required to be accounted for in the previously discussed funds. The primary source of funding is taxes, both locally collected and those collected by other governments on behalf of the City. In addition to the taxes, there are some minor user fees accounted for in this fund. Several of the administrative functions accounted for in this fund are partially funded by the other funds of the City. The twelve budgetary departments accounted for in this fund are:

1. City Council
2. City Clerk
3. City Court
4. City Manager
5. Legal Department
6. Budget & Finance
7. Community Development
8. Recreation Services
9. Library
10. Police
11. Fire
12. Regional Communications

### **FINANCIAL IMPACT**

There is no fiscal impact associated with this item at this time.

### **RECOMMENDED ACTION**

This item is for discussion only. No formal action will be taken.

### **ATTACHMENTS**

1. 2025 Mid-Year Presentation Slides



1

## **Fiscal Year 2026 Budget Considerations**

- Legislative attacks on cities revenues
  - Residential Rentals eliminated 12/31/2024 (\$2.3m annually)
  - Food Tax (Est annual loss \$10.4m (General Fund \$6.9m and Streets Fund \$3.5m))
- Reduced State Shared revenues
- Continue funding employee market compensation plan
- Public Safety expansion needs, operating and capital
- Water and Wastewater capital
- Funding approach for fluctuating Unfunded Pension Liability (UPL) in the City's Public Safety Personnel Retirement System (PSPRS) trust funds

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**Prescott Police and Fire PSPRS  
Unfunded Pension Liability (UPL) Tiers 1 & 2**

	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>
Prescott Fire (023)	\$45,111,795	\$36,490,742	\$29,237,657	\$22,863,294	\$11,540,733	\$6,286,897	\$ 3,212,968	\$ 1,972,752
Prescott Police (024)	41,320,813	32,554,886	26,833,023	20,287,847	10,806,309	2,388,153	672,998	1,615,717
<b>Total UAL</b>	<b>\$86,432,608</b>	<b>\$69,045,628</b>	<b>\$56,070,680</b>	<b>\$43,151,141</b>	<b>\$22,347,042</b>	<b>\$8,675,050</b>	<b>\$ 3,885,966</b>	<b>\$ 3,588,469</b>
Funding Ratio	30.1%	46.3%	58.5%	69.4%	84.4%	94.4%	97.6%	97.9%

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**PSPRS Unfunded Pension Liability (UPL)**

- This year Police UPL increased \$942,000
- UPL will fluctuate over time because:
  - Actuarial assumption change
  - Actual experience is different than actuarial assumption
- The fluctuations in UPL need to be addressed to maintain the financial health of the City’s PSPRS trust funds.
- Staff proposes to add the following to the City’s current Pension Funding Policy.

Proposed addition to policy

*PSPRS participating departments with a UPL will deposit any unencumbered operating surpluses annually to their PSPRS trust account until it is fully funded.*

- The updated Pension Funding Policy will be on the March 11<sup>th</sup> agenda

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**City of Prescott Taxable Activity Report  
Fiscal Year to Date as of December**

	<u>FY 2025</u>	<u>% Change</u>	<u>FY 2024</u>	<u>% Change</u>	<u>FY 2023</u>	<u>% Change</u>	<u>FY 2022</u>
Retail Sales	762,064,203	-0.50%	765,885,823	4.83%	730,630,162	2.86%	710,329,002
Construction	114,591,653	14.44%	100,133,479	-0.10%	100,234,449	25.94%	79,586,515
Utilities	55,637,373	10.31%	50,437,060	8.43%	46,517,003	6.40%	43,718,319
Residential Rental	59,800,172	-6.24%	63,777,025	8.68%	58,682,999	14.97%	51,041,108
Commercial Rental	43,077,240	5.25%	40,930,060	12.10%	36,511,321	6.57%	34,259,573
Rental of Personal Property	23,630,139	2.06%	23,153,834	9.11%	21,221,565	0.66%	21,082,518
Restaurant and Bars	93,125,834	-2.72%	95,726,693	7.96%	88,666,447	12.01%	79,159,168
Online Retail Sales	61,611,816	10.35%	55,834,240	17.15%	47,660,144	6.71%	44,663,205
Hotels and Motels	27,597,672	-2.56%	28,323,178	-1.67%	28,805,332	1.24%	28,453,552
Use Tax	36,064,120	-22.89%	46,766,803	12.74%	41,480,335	-7.38%	44,784,298
All Other Businesses	17,543,786	-3.03%	18,092,271	3.11%	17,547,036	0.54%	17,452,040
	<u>1,294,744,008</u>	<u>0.44%</u>	<u>1,289,060,466</u>	<u>5.84%</u>	<u>1,217,956,793</u>	<u>5.49%</u>	<u>1,154,529,298</u>

Note: Excludes Audit Adjustments

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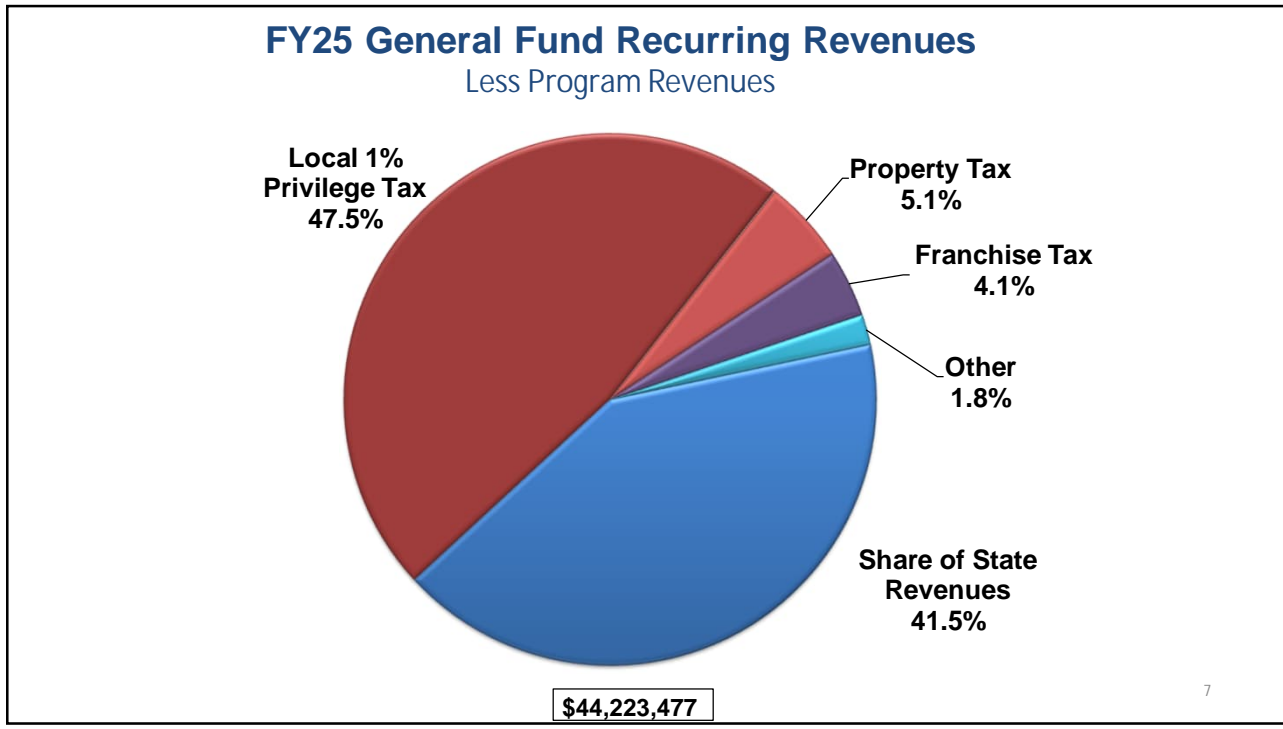
**City of Prescott Transient  
Lodging (Bed) Tax Collection**

	<u>FY 2025</u>	<u>% Chg</u>	<u>FY 2024</u>	<u>% Chg</u>	<u>FY 2023</u>	<u>% Chg</u>	<u>FY 2022</u>
July	\$ 158,095	-4.91%	\$ 166,256	-2.26%	\$ 170,100	8.36%	\$ 156,977
August	140,327	0.18%	140,069	4.67%	133,816	-0.22%	134,107
September	133,942	-7.26%	144,429	-0.18%	144,691	4.34%	138,678
October	142,549	0.79%	141,437	-5.78%	150,114	-2.18%	153,464
November	103,828	-3.53%	107,633	-5.13%	113,458	-2.89%	116,831
December	118,286	-4.43%	123,763	2.89%	120,283	-1.11%	121,635
Subtotal	\$ 797,027	-3.22%	\$ 823,586	-1.07%	\$ 832,461	1.31%	\$ 821,692
January			103,789	-0.91%	104,738	-1.88%	106,745
February			105,570	2.18%	103,312	-4.99%	108,737
March			145,314	-1.23%	147,130	2.28%	143,855
April			149,296	9.44%	136,419	-14.19%	158,986
May			150,551	1.61%	148,168	-4.51%	155,170
June			145,499	-4.46%	152,289	3.66%	146,912
Total			<u>\$ 1,623,604</u>	<u>-0.06%</u>	<u>\$ 1,624,518</u>	<u>-1.07%</u>	<u>\$ 1,642,096</u>

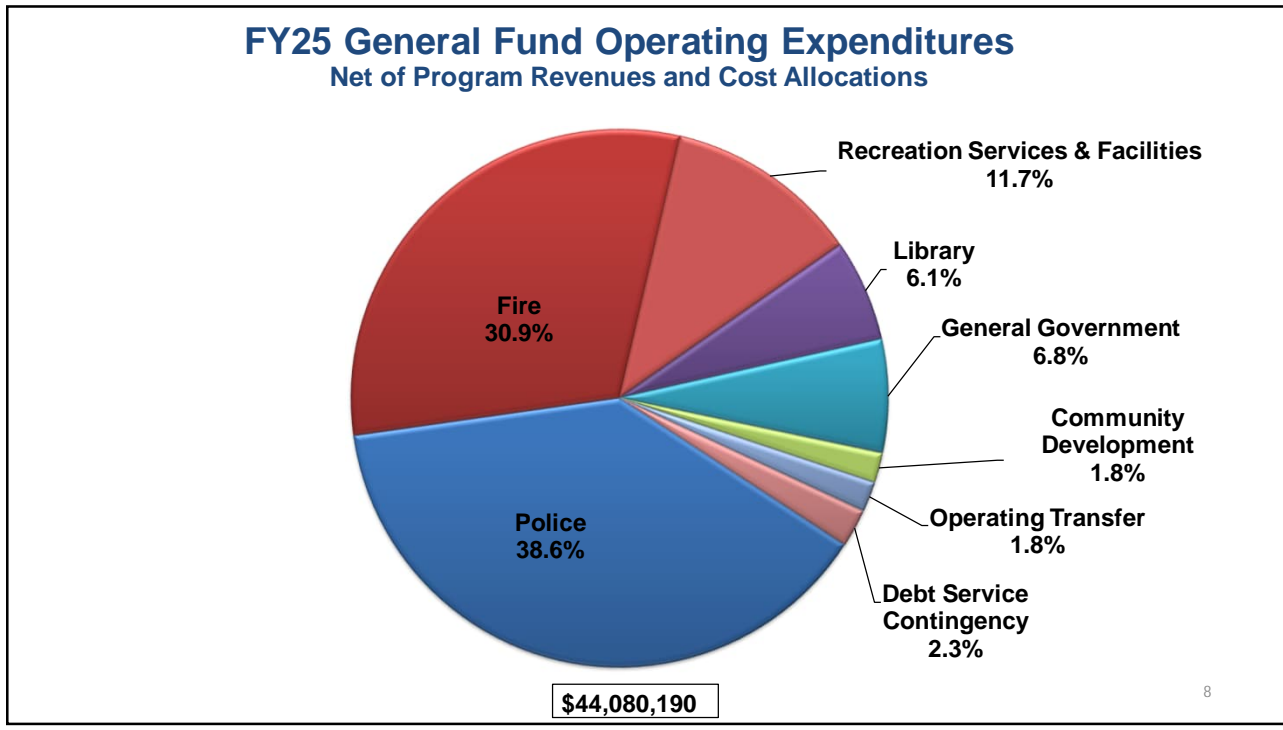
Note: Excludes Audit Adjustments

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**Year-to-Date Expenditures (All Funds)  
through December 31, 2024**

(Note: 50% of year complete)

	2025 Adopted Budget	Expended as of 12/31/2024	% Spent YTD
Operating Budget	\$ 136,325,133	\$ 60,442,481	44%
Capital Budget	122,088,210	19,855,985	16%
Contingencies	19,200,000		0%
Debt Service for Airport Land	1,000,000		0%
Subtotal Contingencies	20,200,000	-	0%
<b>Total</b>	<b>\$ 278,613,343</b>	<b>\$ 80,298,466</b>	

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**Year-to-Date Revenues (All Funds) through December 31, 2024**

(Note: 50% of year complete)

	FY25 Budget	Received as of 12/31/2024	% of Budget
<b><u>Operating Revenues</u></b>			
Tax Revenue	\$ 57,901,710	\$ 29,061,198	50.2%
Intergovernmental	26,697,536	12,977,594	48.6%
Licenses and Permits	226,100	127,752	56.5%
Charges for Services	71,483,072	38,629,898	54.0%
Fines and Forfeitures	323,800	188,487	58.2%
Investment Income	388,500	2,650,766	682.3%
Miscellaneous	188,516	297,113	157.6%
Internal Service	8,687,515	4,108,342	47.3%
Subtotal Operating Revenues	\$ 165,896,749	\$ 88,041,149	
<b><u>Non-Operating Revenues</u></b>			
Intergovernmental	21,771,014	4,269,402	19.6%
Gifts and Donations	666,740	258,857	38.8%
Proceeds from Debt	50,887,224	9,235,215	18.2%
	<b>\$ 239,221,727</b>	<b>\$ 101,804,623</b>	

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**Year-to-Date Expenditures (All Funds) through December 31, 2024**

(Note: 50% of year complete)

	FY25 Budget	Expended as of 12/31/224	% Spent YTD
<b>Operating Expenditures</b>			
General Government	\$ 11,127,832	\$ 5,546,440	49.8%
Airport	2,981,212	1,321,946	44.3%
Community Development	3,375,262	1,184,238	35.1%
Fire	16,972,317	6,714,544	39.6%
Library	3,238,359	1,500,916	46.4%
Police and Court	20,643,287	8,918,875	43.2%
Public Works	63,311,870	28,877,234	45.6%
Recreation Services	11,767,452	5,069,918	43.1%
Regional Communications	2,316,402	1,098,606	47.4%
Non-Departmental	5,791,140	209,764	3.6%
<b>Subtotal Operating</b>	<b>141,525,133</b>	<b>60,442,481</b>	<b>42.7%</b>
<b>Non-Operating Expenditures</b>			
Airport Capital	17,161,602	1,345,072	7.8%
Public Safety Capital	16,788,676	1,889,693	11.3%
Public Works Capital	81,117,085	14,333,064	17.7%
Other Capital	7,020,847	2,288,156	32.6%
Capital Contingency	15,000,000	-	0.0%
<b>Subtotal Capital</b>	<b>137,088,210</b>	<b>19,855,985</b>	<b>14.5%</b>
<b>Total Expenditures</b>	<b>\$ 278,613,343</b>	<b>\$ 80,298,465</b>	

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**FY2026 Budget Process**

(items in red are public meetings)

- Department missions, objectives, performance measures (January 24)
- Operating budgets submitted, base budget adjustment scenarios, and new personnel and reclassifications requests (February 14)
- **Mid-Year FY25 budget report to Council (February 25)**
- Capital/Grant requests due (March 7)
- City-wide fee schedule update due (March 14)
- City Manager Budget Review Meetings (March 24 - April 4)
- Revised Capital estimated endings and final department AELs due (April 11)
- **FY26 Budget available to Council and Public for review (April 24)**
- **Council budget workshop (May 16)**
- **Adoption of tentative budget (June 10)**
- **Publish budget and notice of hearing**
- **Final hearing and adoption of final budget (June 24)**
- **Set property tax rates (July 8)**

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TO: MAYOR AND CITY COUNCIL  
AGENDA: February 25 Study Session  
DATE: February 25, 2025  
DEPT: City Manager  
ITEM #: 3.B  
SUBJECT: Presentation, Discussion & Direction Related to Ingress and Egress Requirements.

## ITEM SUMMARY

This item agendaizes a conversation about city ingress and egress requirements as requested by Mayor Pro Tem Cantelme and Councilmember Rusing.

## BACKGROUND

The land development code, fire code, and general engineering standards all play a role in determining road widths, each with a distinct focus and influence. The fire code is written to ensure access for emergency vehicles, particularly with respect to fighting structure fires that are assumed to have originated in or around a single structure but do not address evacuation or competing traffic flow. The land development code regulates how new developments are designed and ensures proper road layout for public safety, mobility, and emergency response. General engineering standards set technical specifications for road construction to ensure durability, drainage, and structural integrity.

These plans all work together to establish criteria for road widths. The fire code sets the minimum width needed for emergency access; the land development code incorporates fire code requirements and regional transportation plans to establish general requirements to balance safety, traffic, and neighborhood design; and General engineering standards ensure that the roads that are constructed will last and support all types of vehicles.

Other codes or requirements may also apply in a specific situation. For example, areas in the Wildland Urban Interface (WUI) may be required to implement road widths that provide access for combatting a wildfire, which requires significantly more equipment, rather than a single-structure fire contained to a single parcel.

This item is intended to allow for Council discussion of City ingress and egress requirements. Direction may include reviewing and updating the land development code, researching potential code amendments with respect to fire specifically, enhancing emergency management planning efforts, or another option not yet considered here.

## FINANCIAL IMPACT

There is no fiscal impact associated with this item.

## RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken, however, staff is seeking direction on the topic presented

## ATTACHMENTS

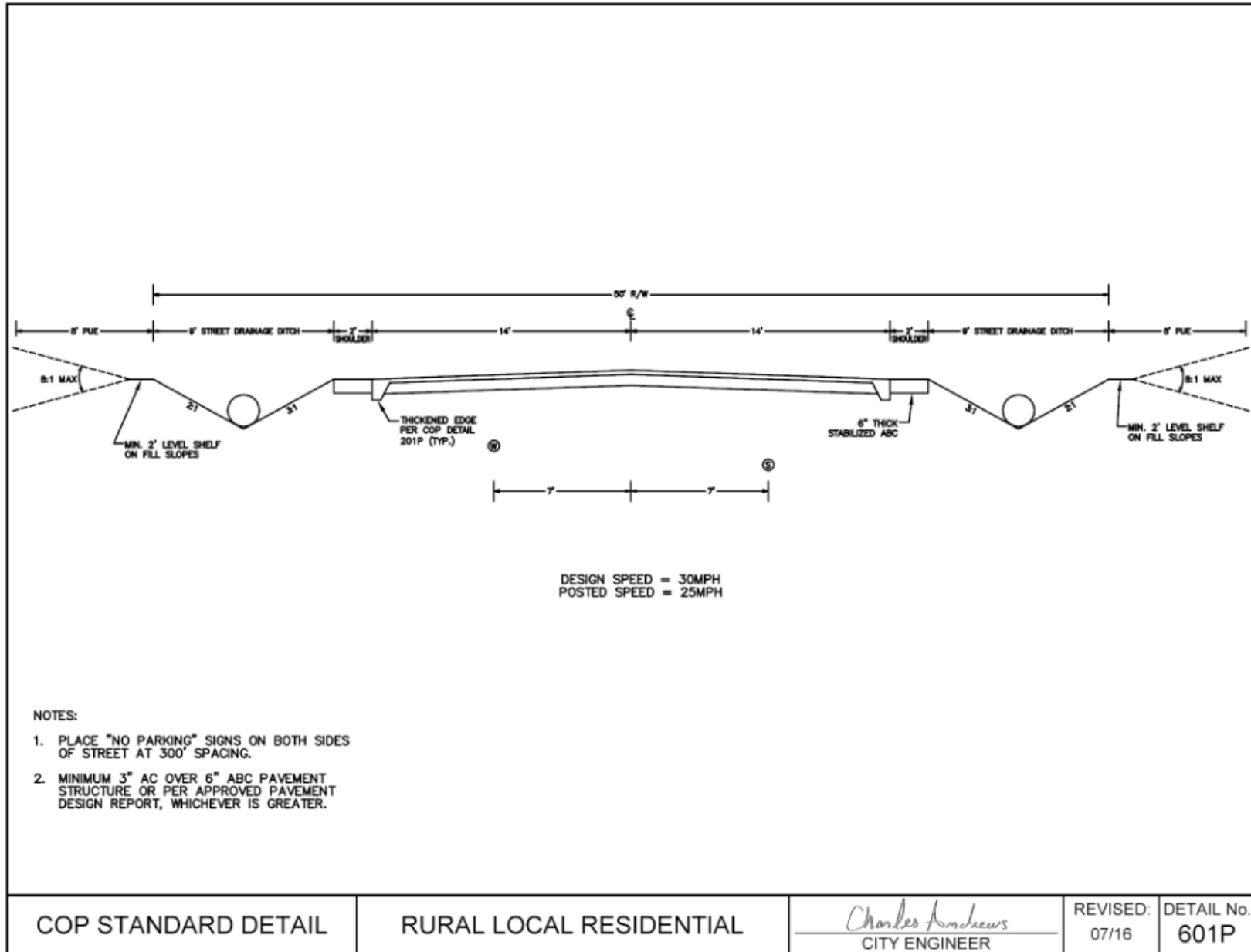
1. Standards Street Widths

## 2. Ingress & Egress Discussion Presentation

Prescott General Engineering Standards

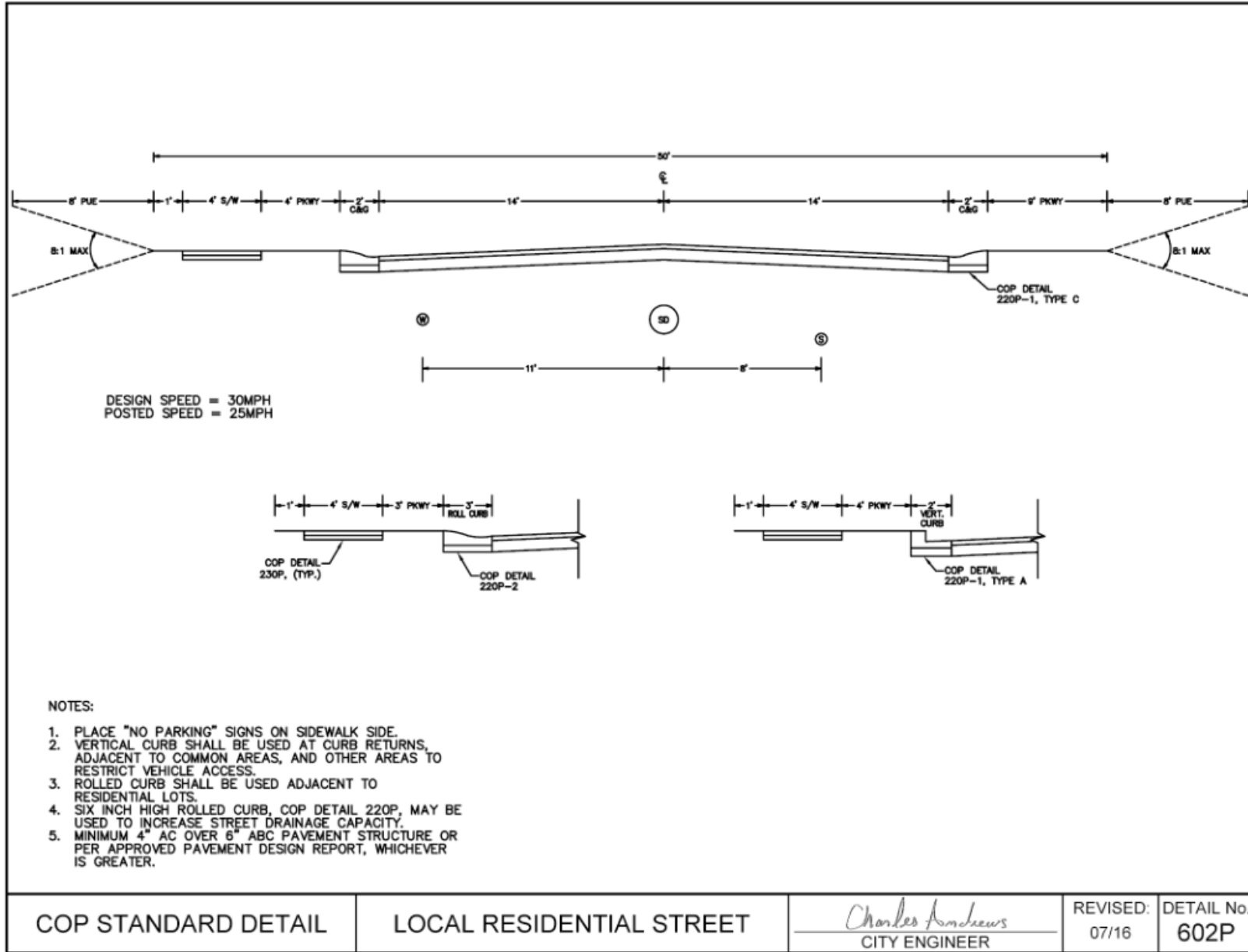
601P Rural Local Residential X-Section

Shoulder to Shoulder is 32 Feet



602P Rural Local Residential X-Section

Shoulder to Shoulder is 32 Feet



COP STANDARD DETAIL

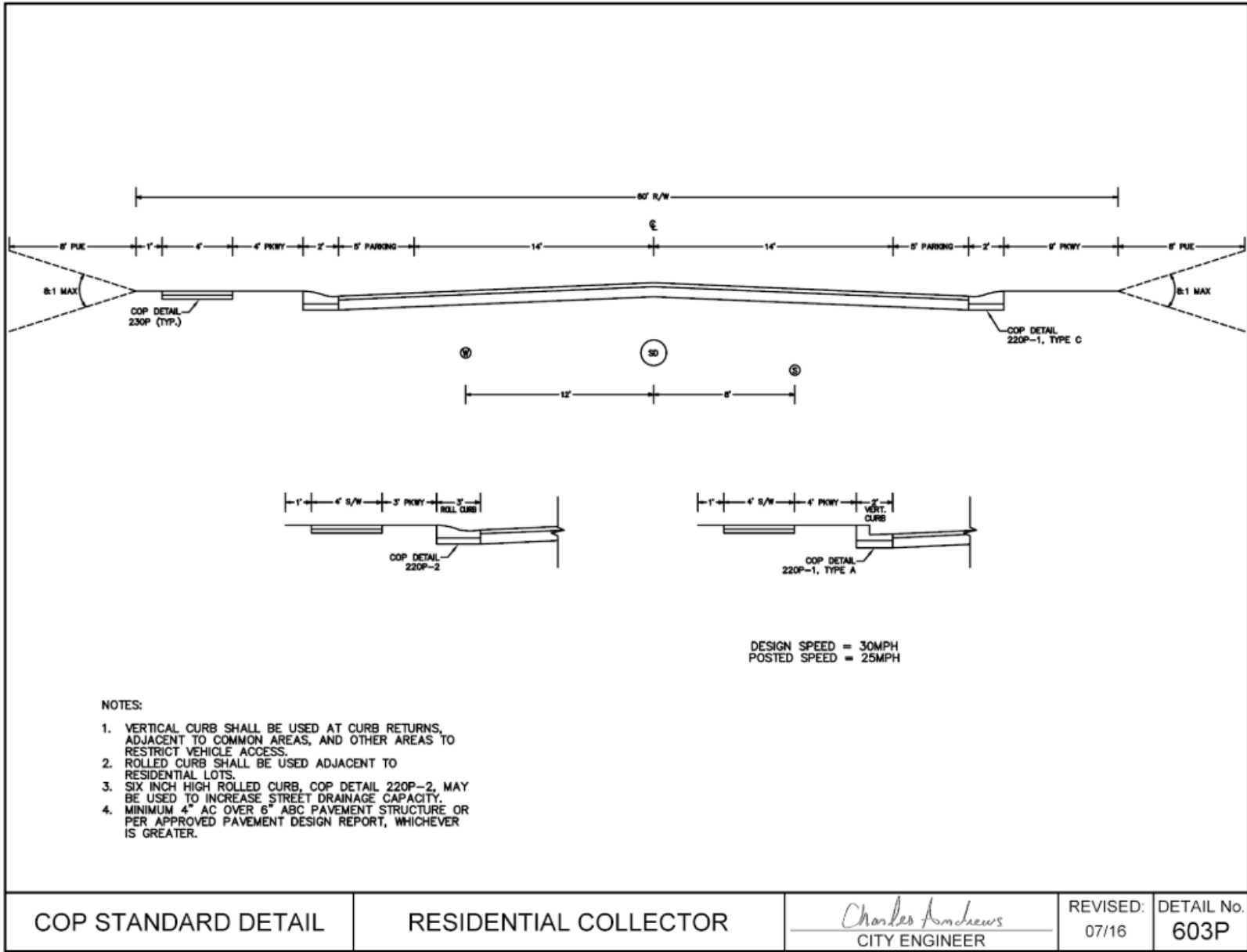
LOCAL RESIDENTIAL STREET

*Charles Andrews*  
CITY ENGINEER

REVISED: 07/16

DETAIL No. 602P

603P Residential Collector  
Shoulder to Shoulder is 42 Feet



7.4.3 / Streets

**A. Street Layout**

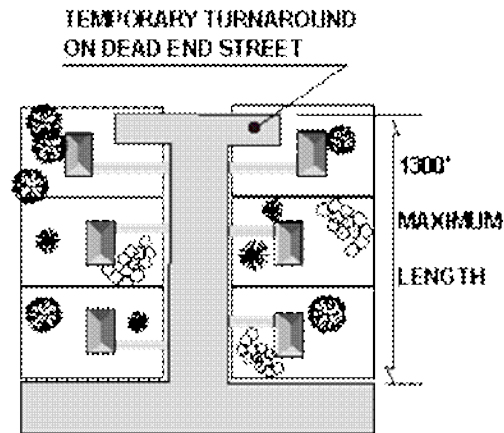
Adequate streets shall be provided by the subdivider such that the arrangement, character, extent, width and grade of each shall conform to the General Plan, transportation plans and specific area plans, and shall be considered in their relation to existing and planned streets, to the topographical conditions, to the public safety and convenience and to their appropriate relationship to the proposed use of the land to be served by such streets.

**B. Relation to Adjoining Street Systems**

Where beneficial to the neighborhood pattern, existing streets in adjacent or adjoining areas shall be continued in the new development, and in alignment therewith. Whenever connections to anticipated or proposed surrounding streets are required by this section, the right-of-way shall be extended and the street developed to the property line of the subdivided property (or to the edge of the remaining undeveloped portion of a single tract) at the point where the connection to the anticipated or proposed street is expected. The City may also require a temporary turn-around to be constructed at the end of such streets pending their extension when such turn-around appears to facilitate the flow of traffic or accommodate emergency or service vehicles.

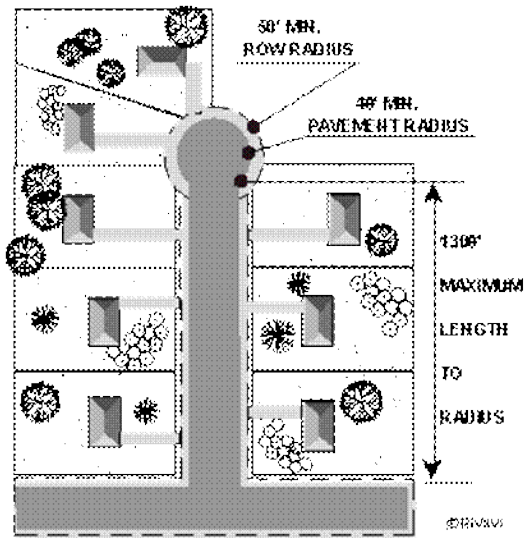
**C. Dead-End Streets**

Dead-end streets shall be prohibited except short stubs to permit extension. Temporary turnarounds shall be required where the street stub exceeds one lot or 100 feet in length. The developer shall provide a sign at the stub declaring that the particular street shall connect with any future development. No temporary dead-end street in excess of 1,300 feet may be created.



**Commentary:**  
Dead-end streets are solely intended to provide for future access to adjoining property development.

**D. Cul-de-Sacs**



Cul-de-sacs shall not exceed 1300 feet in length to the beginning of the cul-de-sac radius, and shall terminate in a turnaround with a minimum right-of-way radius of 50 feet, and with a minimum outside edge-of-pavement radius of 40 feet. The City may require shorter cul-de-sac lengths based on a consideration of public safety factors, including but not limited to density, slopes, street capacity and fuel load. No cul-de-sac in excess of 1,300 feet may be created.

# Ingress and Egress Requirements *Road Widths Codes and Standards*

Overview of Fire Code, Land Development Code, and Engineering Standards

February 25th, 2025



# Introduction

- Road widths are influenced by multiple regulatory codes and standards.
- Key factors include:
  - Fire Code
  - Land Development Code
  - General Engineering Standards
  - Regional Transportation Plans
- Each plays a distinct role in shaping road design and function.



# Fire Code

- Focuses on firefighting requirements, typically for single-structure fires.
- Does not address evacuation or competing traffic flow.
- Sets minimum width for emergency response. This is generally no less than 20 feet and up to 26 feet for specific situations.
- Sets secondary access requirements based on size of development and specific aspects of a project. This can be offset with fire sprinklers.



# Special Considerations – Wildland Urban Interface (WUI)

- Areas in WUI require additional road width considerations that the fire code and the WUI code do not address (Single structure focus).
- These requirements may exceed typical single-structure fire standards.
- This includes factors such as access accommodating wildfire response, involving significantly more equipment, and simultaneous resident evacuation.



# Land Development Code

- Governs the design of new developments.
- Establishes general road layout requirements.
- Balances public safety, mobility, and emergency response.
- Incorporates fire code requirements and regional transportation plans.
- Regional transportation plans should be used to guide local application as they support the overall capacity related to emergency evacuation.



# General Engineering Standards

- Defines technical specifications for road construction.
- Ensures durability, drainage, and structural integrity.
- Supports all types of vehicles, from passenger cars to emergency apparatus.
- Sets the minimum road width in Prescott at 28 feet with no exceptions granted.



# How These Codes Work Together

- **Fire Code:** Establishes the minimum emergency access width.
- **Land Development Code:** Integrates fire code and regional transportation plans to create balanced road requirements.
- **General Engineering Standards:** Ensures that roads are built to last and function effectively.
- **Regional Transportation Plans:** Guide considerations in local planning and connectivity in General Plans and ensure connectivity beyond city limits.



# Staff Recommendations

- Consult regional transportation plans to ensure modeling assumptions are consistent.
- Determine the most optimal placement of design standards given our review process and unique risk.
- Criteria for evaluating enhanced requirements needs to be based on best practices and industry standards.
- Limitations of the standards need to be understood.
- Long-term maintenance of standards need to be considered.
- Enhance emergency management planning.
- Explore additional options for improving ingress and egress.



# Council Discussion & Potential Actions

- Review and update the land development code and ensure consistency between other codes that influence future projects.
- Research potential fire code amendments.
- Enhance emergency management planning.
- Explore additional options for improving ingress and egress.



# Conclusion & Next Steps

- Coordinated approach is essential for safe and functional roadways, each regulation has its place and intent.
- Codes and Standards are one part of of an overall system to ensure preparedness and response.
- Council policy direction can help improve emergency response and preparedness.
- Staff appreciates council input for considerations and direction on these items.





TO: MAYOR AND CITY COUNCIL  
AGENDA: February 25 Study Session  
DATE: February 25, 2025  
DEPT: City Manager  
ITEM #: 3.C  
SUBJECT: Presentation, Discussion & Direction Regarding Loud Vehicles and Noise Restrictions.

## ITEM SUMMARY

This item agendaizes a conversation regarding loud vehicles as requested by Mayor Pro Tem Cantelme and Councilmember Fruhwirth.

## BACKGROUND

Prescott City Code Chapter 5-4 prohibits "the creating, permitting or allowing of any unreasonably loud and disturbing noise within the city limits." The chapter defines an "unreasonably loud and disturbing noise" as "noise of such character, intensity or duration as to be detrimental to the life or health or well-being of any individual, or as to disturb the public peace and quite of a neighborhood, family or person."

Related to this chapter, several community members have reached out to council with complaints about loud vehicles in their neighborhoods. This item is an opportunity to discuss those concerns and potential remedies.

## FINANCIAL IMPACT

There is no fiscal impact associated with this item.

## RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken, however, staff is seeking direction on the topic presented.

## ATTACHMENTS

1. Prescott City Code Chapter 5-4
2. Arizona Revised Statutes\_Noise Levels

## CHAPTER 5-4: UNNECESSARY NOISE PROHIBITED

### SECTIONS:

#### 5-4-1: LOUD NOISE PROHIBITED:

#### 5-4-2: SPECIFIC ACTS PROHIBITED:

#### 5-4-3: EXCEPTIONS:

#### 5-4-4: STATUTORY CONSTRUCTION:

#### 5-4-5: TEMPORARY EXCEPTIONS:

#### 5-4-6: VIOLATIONS AND PENALTIES:

##### 5-4-1 LOUD NOISE PROHIBITED:

The creating, permitting or allowing of any unreasonably loud and disturbing noise within the city limits is hereby prohibited. An "unreasonably loud and disturbing noise" is hereby defined as noise of such character, intensity or duration as to be detrimental to the life or health or well-being of any individual, or as to disturb the public peace and quiet of a neighborhood, family or person. (Ord. 4053, 11-14-2000)

##### 5-4-2 SPECIFIC ACTS PROHIBITED:

(A) The playing of any radio, stereo, player, or other sound device, including, but not limited to, loudspeakers or other devices for reproduction or amplification of sound, from a public street, public property or public right of way, which can be heard seventy five feet (75') or more away.

(B) Noise emanating from the operation of portable machinery for stone crushing or grinding, or rock crushing or grinding at a temporary construction site, which disturbs the public peace and quiet of a neighborhood, family or person, unless specifically allowed by action of the city council, and in that event under such terms, conditions and limitations as set forth in the council's approval.

(C) The operation of a motor vehicle in such a manner as to cause the tire or tires to squeal or screech.

(D) The use of outdoor loudspeakers for the purposes of outdoor communication.

(E) Outdoor noise occurring during the course of construction at a temporary construction site which is generated by blasting, excavation, generators or heavy equipment (including, but not limited to,

backhoes, tractors, concrete trucks, dump trucks, jackhammers and air compressors) shall only be allowed between the hours of six o'clock (6:00) A.M. through eight o'clock (8:00) P.M. Monday through Saturday, unless expanded hours of operation are specifically allowed by action of the city council, after a public comment meeting, and in that event under such terms, conditions and limitations as set forth in the council's approval. (Ord. 4053, 11-14-2000)

### **5-4-3 EXCEPTIONS:**

None of the terms or prohibitions as set forth in this chapter shall apply to or be enforced against:

(A) Any governmental vehicle or activity while engaged in necessary public business.

(B) Any private vehicle or activity while engaged in necessary public business at the request of a governmental entity, provided, however, that said private vehicle or activity shall not be exempt from the provisions of subsection [5-4-2\(E\)](#) of this chapter.

(C) Excavations or repairs of water or sewer lines or utilities by or on behalf of a governmental entity or utility company.

(D) The provisions of subsection [5-4-2\(A\)](#) of this chapter shall not apply to special events, concerts, parades, sporting events and similar activities which are taking place on public property with the permission or consent of that public entity.

(E) The provisions of subsection [5-4-2\(D\)](#) of this chapter shall not apply to:

1. Presently established and existing businesses which have an outdoor loudspeaker system as of September 1, 2000;
2. The use of intercoms for two-way communications, where the conversation cannot be heard beyond the property line upon which the intercom is located;
3. Special events, concerts, parades, sporting events and similar activities which are taking place on public property with the permission or consent of that public entity.

(F) The provisions of subsection [5-4-2\(E\)](#) of this chapter shall not apply to refueling activities and maintenance and repair of vehicles and equipment at temporary construction sites.

(G) Any property owner or lessee working on property owned or leased by him or her shall be exempt from the Sunday prohibition as set forth in subsection [5-4-2\(E\)](#) of this chapter; provided, however, that the remaining provisions of this chapter shall apply. (Ord. 4053, 11-14-2000)

**5-4-4 STATUTORY CONSTRUCTION:**

In determining whether a disturbance has occurred, the "reasonable person standard" shall be utilized. (Ord. 4053, 11-14-2000)

**5-4-5 TEMPORARY EXCEPTIONS:**

(A) In the event that it is necessary to produce or emit objectionable noise for a temporary, limited period of time, the city council, after a public comment meeting, may permit an exception to the provisions of this chapter, and in that event under such terms, conditions and limitations as set forth in the council's approval.

(B) In the event that it is necessary to produce or emit objectionable noise for a temporary, limited period of time, and the necessity of producing or emitting said noise is of an emergency nature affecting the health or safety of persons or property, city council approval pursuant to subsection (A) of this section shall not be required; provided, however, that if said noise is to continue for a period of more than twenty four (24) hours, then upon application to the city manager or his designee, the city manager or his designee may permit an exception to the provisions of this chapter, and in that event under such terms, conditions and limitations as set forth in the foregoing approval. (Ord. 4053, 11-14-2000)

**5-4-6 VIOLATIONS AND PENALTIES:**

(A) The remedies herein are cumulative, and the city may proceed under one or more such remedies.

(B) Any person who is convicted of a violation of this chapter shall be guilty of a misdemeanor, and upon conviction thereof shall be punished as provided in section [1-3-1](#) of this code.

(C) Any owner, responsible party or other person having control over a structure or parcel of land who causes, permits, allows, facilitates or aids or abets any violations of any provision of this chapter, shall be guilty of a misdemeanor, and upon conviction thereof shall be punished as provided in section [1-3-1](#) of this code.

(D) Any owner, responsible party or other person having control over a construction project or business who causes, permits, allows, facilitates or aids or abets any violations of any provision of this chapter, shall be guilty of a misdemeanor, and upon conviction thereof shall be punished as provided in section [1-3-1](#) of this code.

(E) A violation of this chapter is hereby declared to be a public nuisance. In the event of a continuing violation of this chapter, the city attorney is hereby authorized to pursue a request for injunctive relief in a court of competent jurisdiction. In the event that an injunction is issued pursuant to this

subsection, the court may also award reasonable attorney fees in favor of the city. (Ord. 4053, 11-14-2000)

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The Prescott City Code is current through Ordinance 2024-1875, and legislation passed December 10, 2024.

Disclaimer: The city clerk's office has the official version of the Prescott City Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

City Website: <https://www.prescott-az.gov/>

City Telephone: (928) 777-1100

Codification services provided by [General Code](#)

## Arizona Revised Statutes

### 28-955. Mufflers; noise and air pollution prevention; emissions control devices; civil penalty; exception

- A. A motor vehicle shall be equipped at all times with a muffler that is in good working order and that is in constant operation to prevent excessive or unusual noise.
- B. A person shall not use a muffler cutout, bypass or similar device on a motor vehicle on a highway.
- C. The engine and power mechanism of a motor vehicle shall be equipped and adjusted to prevent the escape of excessive fumes or smoke.
- D. Beginning with motor vehicles and motor vehicle engines of the 1968 model year, motor vehicles and motor vehicle engines shall be equipped with emissions control devices that meet the standards established by the director of environmental quality.
- E. A person who violates this section is subject to a civil penalty of at least one hundred dollars.
- F. This section does not apply to an electrically powered motor vehicle.

### 28-955.01. Motorcycles; noise level equipment; unauthorized equipment

- A. A person shall not operate or as an owner allow the operation of a motorcycle in this state that is not equipped with the manufacturer's original muffler or other original noise reduction equipment or with a replacement muffler or replacement noise reduction equipment capable of reducing the noise levels below the maximum operating noise levels established pursuant to 40 Code of Federal Regulations section 205.152.
- B. A person shall not use a muffler cutout, bypass or similar device on a motorcycle operated in this state

### 28-955.02. Motorcycle noise level rules

- A. The department shall establish by rule maximum operating noise levels for motorcycles operated in this state.
- B. The rules shall:
  - 1. Provide for varying maximum operational noise levels for motorcycles, categorized by year of manufacture and speed of operation of the motorcycle.
  - 2. Be based on noise reduction levels achieved by reasonable and prudent operation of a motorcycle and proper maintenance of the noise reduction equipment.



TO: MAYOR AND CITY COUNCIL  
AGENDA: February 25 Study Session  
DATE: February 25, 2025  
DEPT: City Manager  
ITEM #: 3.D  
SUBJECT: Presentation, Discussion & Direction Related to City Leases.

## ITEM SUMMARY

This item agendaizes a conversation about city leases as directed by the Council in follow up to a citizen petition received in October 2024.

## BACKGROUND

The Mayor and Council directed staff to schedule this Study Session as part of their Tuesday, November 5, 2024 Voting Meeting. In that meeting, the Council denied a petition proposing amendments to the city code related to leases of city property and establishing additional regulations for these leases. Council requested further discussion to address seven topics of interest:

1. *Lease data.* What additional data does the Council need to understand the scope and process for approving city leases;
2. *Lease versus license.* A lease is a contract that gives a tenant exclusive use of a property. A license is permission to use another organization's property. Leases and licenses are both used by the City but are not always subject to the same regulations. For example, the City Charter requires leases, which tend to have a more significant impact, to be approved through an ordinance process that is noticed to the public; but licenses, which tend to have a shorter term and smaller impact, can be administratively approved.
3. *Analysis to lease or license.* What information is needed to lease or license property from the City? There is not a standard practice here and often that is because the nature of each lease can be different. The city may lease or license a public space to a nonprofit for an event, a caretaker unit for employee housing, or a community amenity for long-term operation and management. Some of the possible criteria mentioned in the November 5 meeting include an appraisal to determine market rates, tax returns and other financial information, business plans, and proof of insurance. Is there standard information the council will like to see for every lease, regardless of circumstantial details, or principles that should be built into a policy?
4. *Analysis to amend or modify.* What information is needed to modify city property? Is there a dollar value that might trigger a more robust approval process? Would that more robust process require additional studies, etc.?
5. *Leases to city staff.* Are the Mayor and Council comfortable with continuing to lease property to city staff for living quarters? If so, are there any specific criteria that might apply in this scenario?
6. *Maintenance.* What maintenance should be required of lessees?
7. *Noticing requirements.* Are there noticing requirements that should be implemented for some or all city leases?

In accordance with the Prescott City Charter, the Council may lease any land, building or part thereof owned by the city by public auction, sealed bids or negotiation. All such leases shall be

approved by ordinance of the City Council. Prior to the approval and execution of any such lease, the city shall publish a Notice of Intent to Lease City Property at least one time per week for two weeks. However, the Council may, in its discretion, reject any and all offers. At this time staff is requesting direction from the Council to inform the development of a policy or ordinance relating to the lease or license of real property owned by the city.

## **FINANCIAL IMPACT**

There is no fiscal impact associated with this item at this time.

## **RECOMMENDED ACTION**

This item is for discussion only. No formal action will be taken, however, staff is seeking direction on the topic presented

## **ATTACHMENTS**

1. City Lease List
2. Item 3.D.\_City Leases Presentation

# Facilities

Property Description	Lease Name	Amount	Frequency	GL Code	# of spaces	Annually
<b>Parking Garage</b>						
	Tracy Homer	270.00	Quarterly	7456620-6760	2	1,080.00
	Susan Roberts	405.00	Quarterly	7456620-6760	3	1,620.00
	Al Miner/Karen	540.00	Annual	7456620-6760	1	540.00
	Amador Prieto	45.00	Monthly	7456620-6760	1	540.00
	Matt Brassard	540.00	Semi-Annual	7456620-6760	2	1,080.00
	Pam Risaliti/ Susan Roberts	270.00	Semi-Annual	7456620-6760	1	540.00
	Joshus Chapman	45.00	Monthly	7456620-6760	1	540.00
	Kelly Vallow	270.00	Semi-Annual	7456620-6760	1	540.00
	Jim Vanzant	270.00	Semi-Annual	7456620-6760	1	540.00
	David Vanek	270.00	Semi-Annual	7456620-6760	1	540.00
	Tracy DeMonte	540.00	Annual	7456620-6760	1	540.00
	Scott Stanford	1,080.00	Annual	7456620-6760	2	1,080.00
	Matt Hart	270.00	Quarterly	7456620-6760	2	1,080.00
	Adrian Prieto	45.00	Monthly	7456620-6760	1	540.00
	Taylor Roos	45.00	Monthly	7456620-6760	1	540.00
	Linda Harrison	540.00	Annual	7456620-6760	1	540.00
	Rick Custance	135.00	Quarterly	7456620-6760	1	540.00
	Rose Gowen	45.00	Monthly	7456620-6760	1	540.00
	Dalton Dunham	540.00	Annual	7456620-6760	1	540.00
	Katie Dufort	90.00	Monthly	7456620-6760	2	1,080.00
	Leonel Gallegos	45.00	Monthly	7456620-6760	1	540.00
	Myles Baxter	135.00	Quarterly	7456620-6760	1	540.00
	Tracy Taylor	45.00	Monthly	7456620-6760	1	540.00
	Cathy Rasmussen	1,080.00	Annual	7456620-6760	2	1,080.00
<b>Rodeo Grounds</b>						
Rodeo Grounds 4-H Building	Yavapai County U of A Extension Rodeo Organization	36,000.00	Annually	1006613-6760		36,000.00
<b>Other Facilities</b>						
Old City Hall Annex	Center for the Future	2,500.00	Monthly	1003420-6760-21007		30,000.00
Fire Station 75	Lifeline Ambulance	1,791.63	Monthly	2339999-6760		21,499.56
Ruger	Ruger	1,250.00	Quarterly	1009999-6760		5,000.00
Mingus tank	Flagstaff Radio Inc	33,470.00	Annually	1009999-6760		33,470.00
Solar Site	Arizona Public Service	24,174.27	Annually	1009999-6760		24,174.27
Camp	Friendly Pines Camp	22,218.62	Annually	1009999-6760		22,218.62
CBS Billboard Sign at Sheldon	CBS Outdoor	291.67	Monthly	1009999-6760		3,500.04
The Adult Center of Prescott	The Adult Center of Prescott	1.00	Annually	1009999-6760		1.00
The Adult Center of Prescott	Prescott Meals on Wheels	1.00	Annually	1009999-6760		1.00
Alarcon Street	Boys and Girls Club	1.00				1.00
<b>Parking Rentals</b>						
Right-of-Way Use 300 Block of West Willis	Oaks Professional Bldg Partnership	10.00	Monthly	1009999-6760		120.00
Yearly Parking Agreement	First Baptist Church	100.00	Annually	1009999-6760		100.00
Chamber Parking Lot	Chamber of Commerce	-	Annually			-
Hilton Parking Lot	Hilton Garden Inn	1,275.00	Monthly	1009999-6760		15,300.00
Right of Way Parking	Sunglass Emporium	600.00	Annually	1009999-6760		600.00
Annual Parking 3 spaces	James Ferguson	360.00	Annually	1009999-6760		360.00
Right of Way Parking	Arizona State Savings and Credit Union	840.00	Annually	1009999-6760		840.00
2 Parking Spaces	Goodwin Street LLC	240.00	Annually	1009999-6760		240.00
2 Parking Spaces	Goodwin Street Partners	240.00	Annually	1009999-6760		240.00
<b>Recreation Facilities Rentals/Licensing</b>						
Watson Lake	Parking, Camping, Grassy Areas, Ramadas, and Full Park					
Willow Lake	Parking and Ramadas					
Goldwater Lake	Parking, Ramadas, and Ceremony Pad					
Granite Creek Park	Ramadas and Grassy Areas					
Peavine	Parking					
Constellation	Parking					
Flinn Park	Ramadas					
Vista Park	Ramadas					
Ken Lindley Park	Ramadas					
Multipurpose Athletic Fields	14 Fields					
Activity Center	Gym and Flagstone Room					
Adult Center						
Kayak and Canoe Concessionaire	Watson and Goldwater Lakes					
Pioneer Park	Pickle Ball Courts, Inline Skating Ring, and Snack Bars					
Contracted Instructors	Tennis, Pickle Ball, and Woman Boot Camp Fitness					
<b>Employee tenants / Caretakers</b>						
Goldwater	Tim Legler			Services In Lieu of Rent & Utilities Allowance		
Willow	Vacant/In transition			Services In Lieu of Rent & Utilities Allowance		
Watson	Zachary McClintock			Services In Lieu of Rent & Utilities Allowance		
Chino Valley Well field	Baldauf					
<b>Grazing Leases</b>						
Big Chino Water Ranch	Kieckhefer Foundation	4,800.00	Annual	7059999-6760-09670, 7109999-6760-096		4,800.00
Big Chino Water Ranch	K4 Ranch	10,000.00	Annual	7059999-6760-09670, 7109999-6760-096		10,000.00
Glassford Hill						
<b>Golf Course</b>						
Centennial Center						
Land Lease from Airport	Golf Course to Airport Fund	95,951.04	Annual	7409999-6760		95,951.04
Golf Carts						
<b>Wireless Communication Sites</b>						
Indian Hills (Country Club Dr)	SPRINT PROPERTY SERVICES	30,960.96	Annually	1009999-6765		30,960.96
Indian Hills (Country Club Dr)	AT&T WIRELESS-NEW CINGULAR WIRELESS PCS	21,995.00	Annually	1009999-6765		21,995.00
Sundog & Prescott Lakes	CINGULAR WIRELESS LLS ATTN-NTWK RE ADMN	30,413.00	Annually	1009999-6765		30,413.00
AZ2 Pony Soldier (1471 Seirra Vista Drive)	VERIZON WIRELESS (VAV) LLC	14,000.04	Annually	1009999-6765		14,000.04

AZ2 Goodwin (Ground Lease)	VERIZON WIRELESS (VAW) LLC	14,000.04	Annually	1009999-6765	14,000.04
AZ2 INDIAN GARDEN	VERIZON WIRELESS (VAW) LLC	30,647.74	Annually	1009999-6765	30,647.74
North Reservoir/Mingus Tank	VERIZON WIRELESS (VAW) LLC	36,099.29	Annually	1009999-6765	36,099.29
North Reservoir/Mingus Tank	VOICESTREAM PCS III CORP	39,799.47	Annually	1009999-6765	39,799.47
1475 Sundog Ranch Road	ALLTEL COMMUNICATIONS/AMERICAN TOWER	26,533.11	Annually	1009999-6765	26,533.11
North Reservoir/Mingus Tank	AT&T WIRELESS-NEW CINGULAR WIRELESS PCS	21,955.00	Annually	1009999-6765	21,955.00
Prescott HWY 89 - (1481 Sundog Ranch Rd)	T-Mobile USA	2,004.21	Monthly	1009999-6765	24,050.52

## Airport Commercial Tenants

LEASEE/LICENSEE/PERMITTEE	PHYSICAL LOCATION	CURRENT RATE	CURRENT ANNUAL REVENUE
AmeriFlight, Inc. (Other License Agreement)	Landing Fees Only	\$2.00 per 1,000 lbs MGLW	\$2,947.12
Avis Budget Car Rental, LLC (Other License Agreement)	6630 Airport Ave. 6524 Janine Dr.	\$2,500.00 or 10% of gross revenue which ever is greater	\$165,306.63
Civil Air Patrol (Commercial License Agreement)	6508 Janine Dr. "Quonset Hut"	\$10.00/year	\$10.00
Cutter Aviation (Ground Lease)	2220 Clubhouse Dr. "Land"	\$16,650.06	\$199,800.72
Cutter Aviation (Ground Lease)	2370 Melville Rd. "Fuel Farm"	\$1,665.15	\$19,981.80
Desert Aviation (Ground Lease)	2335 Ruger Rd.	\$635.23	\$7,622.76
Embry-Riddle University (ERAU) (Commercial License Agreement)	6543 Crystal Ln. (West Ramp)	\$1,089.64	\$13,075.68
Embry-Riddle University (ERAU) (Commercial License Agreement)	6543 Crystal Ln. (Executive Hangar Q)	\$8,239.95	\$98,879.40
Embry-Riddle University (ERAU) (Ground Lease)	2181 Sweginnis Loop (7.16 acres)	\$3,773.87	\$45,286.44
Embry-Riddle University (ERAU) (Ground Lease)	2181 Sweginnis, 2190 Sweginnis & 2195 Sweginnis Loop, 6470 Corradi, 6476 Corradi, 6482 Corradi & 6492 Corradi Way (4.3 acres)	\$2,152.28	\$25,827.36
Embry-Riddle University (ERAU) (Ground Lease)	Ruger Rd. (12.573 acres) "SAFE Complex"	\$17,838.71	\$214,064.52
Guidance Helicopters Inc. (Ground Lease)	6585 & 6595 Crystal Ln. "Six Pack"	\$151.14	\$1,813.68
Guidance Helicopters Inc. (Ground Lease)	6540 Crystal Ln. "Admin. Building"	\$349.94	\$4,199.28
Leighnor Aircraft, LLC (Commercial Lease Agreement)	6565 Crystals Ln.	\$4,450.64	\$53,407.68
Leighnor Aircraft, LLC (Commercial License Agreement)	6418 MacCurdy Dr.	\$1,900.28	\$22,803.36
Leighnor Aircraft, LLC (Hangar Permit)	Hangars C1, C3, C5, D1, D3+storage	\$2,048.61	\$24,583.32
Leighnor Aircraft, LLC (Ground Lease)	South Ramp	\$3,643.47	\$43,721.64
Leighnor Aircraft, LLC (Ground Lease)	Grass Tie-Downs	\$192.43	\$2,309.16
JDS Family Partnership (Ground Lease)	6485 Wilkinson, 6487 Wilkinson & 6501 Wilkinson Dr., 2202 Melville, 2204 Melville, 2206 Melville & 2208 Melville Rd. "Rittaire LLC"	\$3,996.78	\$47,961.36
Juliet Tango (Ground Lease)	2220 Melville, 2222 Melville, 2224 Melville & 2226 Melville Rd. (Phase 1) "Monarch Hangars"	\$4,099.25	\$49,191.00
Juliet Tango (Ground Lease)	Phase 2 "Monarch Hangars"	\$3,498.65	\$41,983.80
MH Properties, LLC (Commercial License Agreement)	6565 Crystal Ln. "E-1 Hangar"	\$2,163.65	\$25,963.80
MH Properties (Facility Lease)	6587 Crystal Ln. "E-2 Hangar"	\$1,324.88	\$15,898.56
NorthAire LLC (Self-Fueling Permit)	6501 Wilkinson Dr.	\$100.00 \$1,500.00/ application & every renewal thereafter	\$1,200.00
Portable Hangarowner Association (Facility Lease)	2251 Ruger Rd.	\$2,176.79	\$26,121.48
SkyWest Airlines Inc. (Terminal Lease)	6630 Airport Ave.	\$5,403.83	\$64,845.96

Sturm Ruger (Other License Agreement)	200 Ruger Rd. "Parking Spaces"	\$199.75	\$2,397.00
Sturm Ruger (Other License Agreement)	200 Ruger Rd. "Parking Spaces"	\$211.61	\$2,539.32
Susie's Skyway Restaurant (Other Lease)	6500 MacCurdy Dr.	\$1,457.74	\$17,492.88
TacAero/Hood Tech Corp Aero (Ground Lease)	6575 Crystal Ln.	\$134.67	\$1,616.04
Transportation Security Administration (TSA) (Terminal Lease)	6500 MacCurdy Dr.	\$2,164.17	\$25,970.04
US Department of Transportation (FAA) (Facility Lease)	6490 Wilkinson Dr.	\$7,363.04	\$88,356.48
US Department of Transportation (FAA) (Ground Lease)	6490 Wilkinson Dr. (Land Lease, DTFAWN-16-L-00134)	\$3,340.00/Warehouse \$8,047.35/Parking Area	\$11,387.35
US Forest Service (USFS) (Ground Lease)	2400 Melville Rd.	\$3,305.13	\$39,661.56
US Forest Service (USFS) (Self-Fueling Permit)	2400 Melville Rd.	\$100.00 \$1,500.00/ application & every renewal thereafter	\$1,200.00
WLD, LLC (Ground Lease)	2341 Ruger Rd.	\$2,125.13	\$25,501.56
Yavapai College (TTF Permit)	220 Ruger Rd.	\$1,315.84	\$1,315.84

## Airport Hangar & Tie-Downs

Tie Downs			
	FY26 Anticipated		
Standard Tie-Downs	\$ 17,075.52		
Pull Through Tie-Downs	\$ 2,925.60		
	<b>\$ 20,001.12</b>		
B Hangers		12	161 Hangers
	FY26 Anticipated		
B-01	\$ 5,203.68		
B-02	\$ 5,203.68		
B-03	\$ 5,203.68		
B-04	\$ 5,203.68		
B-05	\$ 5,203.68		
B-06	\$ 5,203.68		
B-07	\$ 5,203.68		
B-08	\$ 5,203.68		
B-09	\$ 5,203.68		
B-10	\$ 5,203.68		
B-STOR N	\$ 2,826.00		
B-STOR S	\$ 2,826.00		
TOTAL:	\$ 52,036.80		
C Hangers		12	
	FY26 Anticipated		
C-01	\$ 4,289.16		
C-02	\$ 4,289.16		
C-03	\$ 4,289.16		
C-04	\$ 4,289.16		
C-05	\$ 4,289.16		
C-06	\$ 4,289.16		
C-07	\$ 4,289.16		
C-08	\$ 4,292.76		
C-09	\$ 4,292.76		
C-10	\$ 4,292.76		
C-STOR N	\$ 2,333.88		
C-STOR S	\$ -		
TOTAL:	\$ 42,902.40		
D Hangers			
	FY26 Anticipated		
D-01 Leh&Nair	\$ 7,827.36		
D-02	\$ -		
D-03	\$ 7,827.36		
D-03-STOR	\$ 3,888.48		
D-04	\$ -		
TOTAL:	\$ 15,654.72		
F Hangers		16	
	FY26 Anticipated		
F-01	\$ 4,289.16		

F-02	\$ 4,289.16
F-03	\$ 4,289.16
F-04	\$ 4,289.16
F-05	\$ 4,289.16
F-06	\$ 4,289.16
F-07	\$ 4,289.16
F-08	\$ 4,289.16
F-09	\$ 4,289.16
F-10	\$ 4,289.16
F-11	\$ 4,289.16
F-12	\$ 4,289.16
F-13	\$ 4,289.16
F-14	\$ 4,289.16
F-02-STOR N	\$ 1,889.88
F-13-STOR S	\$ 2,203.32
TOTAL:	\$ 60,048.24

G Hangers

	FY26 Anticipated
G-01	\$ 4,907.52
G-02	\$ 4,907.52
G-02-STOR N	\$ 2,133.60
G-03	\$ 4,907.52
G-04	\$ 4,907.52
G-05	\$ 4,907.52
G-06	\$ 4,907.52
G-07	\$ 4,907.52
G-08	\$ 4,907.52
G-09	\$ 4,907.52
G-10	\$ 4,907.52
G-11	\$ 4,907.52
G-12	\$ 4,907.52
G-13	\$ 4,907.52
G-14-STOR S	\$ 1,455.51
TOTAL:	\$ 63,797.76

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H Hangers

	FY26 Anticipated
H-01	\$ 4,511.16
H-02	\$ 4,511.16
H-02-STOR N	\$ 2,333.88
H-03	\$ 4,511.16
H-04	\$ 4,511.16
H-05	\$ 4,511.16
H-06	\$ 4,511.16
H-07	\$ 4,511.16
H-08	\$ 4,511.16
H-09	\$ 4,511.16
H-10	\$ 4,511.16

16

H-11	\$ 4,511.16
H-12	\$ 4,511.16
H-13	\$ 4,511.16
H-13-STOR S	\$ 2,333.88
H-14	\$ 4,511.16
TOTAL:	\$ 63,156.24
I Hangers	
	FY26 Anticipated
I-01	\$ 4,511.16
I-02	\$ 4,511.16
I-02-STOR N	\$ 2,333.88
I-03	\$ 4,511.16
I-04	\$ 4,511.16
I-05	\$ 4,511.16
I-06	\$ 4,511.16
I-07	\$ 4,511.16
I-08	\$ 4,511.16
I-09	\$ 4,511.16
I-10	\$ 4,511.16
I-11	\$ 4,511.16
I-12	\$ 4,511.16
I-13	\$ 4,511.16
I-13-STOR S	\$ 2,333.88
I-14	\$ 4,511.16
TOTAL:	\$ 63,156.24
J Hangers	
	FY26 Anticipated
J-01	\$ 5,033.76
J-02	\$ 5,033.76
J-02-STOR S	\$ 186.51
J-03	\$ 5,033.76
J-04	\$ 5,033.76
J-05	\$ 5,033.76
J-06	\$ 5,033.76
J-07	\$ 5,033.76
J-08	\$ 5,033.76
J-09	\$ 5,033.76
J-10	\$ 5,033.76
J-11	\$ 5,033.76
J-12	\$ 5,033.76
J-13	\$ 5,033.76
J-14	\$ 5,033.76
J-14-STOR N	\$ 2,538.60
TOTAL:	\$ 70,472.64
K Hangers	
	FY26 Anticipated
K-01	\$ 13,315.68

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K-02	\$ 13,315.68
K-03	\$ 13,315.68
TOTAL:	\$ 39,947.04
L Hangers	
	FY26 Anticipated
L-01	\$ 5,033.76
L-02	\$ 5,033.76
L-01-STOR N	\$ 2,712.72
L-03	\$ 5,033.76
L-04	\$ 5,033.76
L-05	\$ 5,033.76
L-06	\$ 5,033.76
L-07	\$ 5,033.76
L-08	\$ 5,033.76
L-09	\$ 5,033.76
L-10	\$ 5,033.76
L-10-STOR S	\$ 2,712.72
L-11	\$ 5,033.76
TOTAL:	\$ 55,371.36
M Hangers	
	FY26 Anticipated
M-01	\$ 4,580.76
M-02	\$ 4,580.76
M-02-STOR S	\$ 2,355.72
M-03	\$ 4,580.76
M-04	\$ 4,580.76
M-05	\$ 4,580.76
M-06	\$ 4,580.76
M-07	\$ 4,580.76
M-08	\$ 4,580.76
M-09	\$ 4,580.76
M-10	\$ 4,580.76
M-11-STOR N	\$ 2,146.68
M-11	\$ 4,580.76
TOTAL:	\$ 50,388.36
N Hangers	
	FY26 Anticipated
N-01	\$ 4,580.76
N-02	\$ 4,580.76
N-02-STOR S	\$ 2,390.64
N-03	\$ 4,580.76
N-04	\$ 4,580.76
N-05	\$ 4,580.76
N-06	\$ 4,580.76
N-07	\$ 4,580.76
N-08	\$ 4,580.76
N-09	\$ 4,580.76

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N-10	\$ 4,580.76
N-11-STOR N	\$ 1,437.00
N-11	\$ 4,580.76
TOTAL:	\$ 50,388.36
O Hangers	
	FY26 Anticipated
O-01	\$ 4,580.76
O-02	\$ 4,580.76
O-02-STOR N	\$ 2,355.72
O-03	\$ 4,580.76
O-04	\$ 4,580.76
O-05	\$ 4,580.76
O-06	\$ 4,580.76
O-07	\$ 4,580.76
O-08	\$ 4,580.76
O-09	\$ 4,580.76
O-10	\$ 4,580.76
O-11	\$ 4,580.76
O-11-STOR S	\$ 2,146.68
TOTAL:	\$ 50,388.36
P Hangers	
	FY26 Anticipated
P-01	\$ 19,652.76
P-02	\$ 19,652.76
P-03	\$ 19,652.76
TOTAL:	\$ 58,958.28
	<b>\$ 736,666.80</b>
Shades	
1 thru 10	FY26 Anticipated
	\$ 1,483.40
	<b>\$ 17,800.80</b>
Storage	
	FY26 Anticipated
	<b>\$ 49,688.67</b>

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# Leases of City Property

February 25th, 2025



# Introduction

- Citizen petition proposed possible changes to City Code relating to leases of City property.
- Petition was denied, but Council requested further discussion of some of the proposed Code changes.



# Current Regulations on Leasing City Property

- Charter (Lease approved by Ordinance, two week notice)
- City Code (Primarily Airport Related)
- Council Policy (Leases below market rate must include description of public benefit warranting such consideration)



# Lease Valuation

- Does Council want to codify current policy?
  - Each new lease requires a fair-market rental appraisal
  - Where any lease is below market value, presentation to Council must include rationale for deviation from market rate

# Lessee Background Information

- What information should the City require prior to leasing City property?
  - Past tax returns
  - Other financial information
  - Business Plan
  - Operating budget



# Lessee Improvements

- What information should the City require prior to allowing tenant improvements?
  - Expected return on investment
  - Future Maintenance Costs
  - Market Demand of Proposed Improvements
- Should these requirements trigger at certain cost thresholds?



# Caretaker Units

- The City currently owns 4 caretaker units?
- Caretaker units generally house employees with special responsibility of a property
- Does Council want to establish specific criteria for selection of such responsibilities?
- Does Council want to limit use of caretaker units by City employees? If so, what should be done with such units?



# Public Notice Prior to Lease

- Does Council want a public comment period in excess of open meeting law requirements and current Charter requirements prior to Council approval?



# Conclusion & Next Steps

- Depending on Council direction, Staff will draft Code/Policy amendments for Council vote.

