



City of Prescott

City Council - Study Session

September 9, 2025 | 1:00 PM
201 N Montezuma Street
City Council Chambers, 1st 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 Possible Updates to the Prescott City Charter for Approval at a Future Election.
 - B. Presentation & Discussion Regarding an Update on the Willow Lake Management Plan.
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 9/4/25 at 11:00 a.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.

Sarah M. Thornhill

Sarah M. Thornhill, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: September 9 Study Session
DATE: September 9, 2025
DEPT: City Clerk
ITEM #: 3.A
SUBJECT: Presentation & Discussion Regarding Possible Updates to the Prescott City Charter for Approval at a Future Election.

ITEM SUMMARY

This item is for a discussion regarding possible updates to the Prescott City Charter, particularly Article IX, Section 6. Staff is seeking direction from the Council on how to proceed with review and revisions to the Charter.

BACKGROUND

In the fall of 2022 a Mayoral Ad Hoc group was formed to work with staff on a comprehensive review of the City Charter, and as a result of this, thirteen (13) proposed amendments were presented to voters at the 2023 General Election. Twelve of these amendments were approved by the voters, and in the Spring of 2024 the Ad Hoc Committee was dissolved by Mayor Goode without further updates to the Charter. Prior to these amendments, the Charter was last updated in 2011.

Following the August 5, 2025 Primary Election, citizens and members of Council have expressed a desire to review the Charter language as it relates to majority calculations to elect in a city primary election:

Section 6 - Majority to elect in primary At the primary election any candidate who shall receive a majority of all the valid ballots cast at such election for that office shall be declared elected to the office for which he is a candidate, and no further election shall be held as to said candidate. (Amended September 20, 1983; November 2, 2010)

Since at least 2011, the city has calculated a majority based on the adopted Charter language with the following formula: Total ballots, minus overvotes, divided by two, plus one. This calculation differs from general law cities and state statute in that it is based on "ballots" rather than "votes". Following the 2025 Primary Election, all five candidates for Council failed to achieve a majority based on this calculation and have moved forward to the General Election posing the question of whether the Charter language needs to be revised, clarified or brought in line with state statute to avoid future runoff elections.

At this time, staff would like direction from the Council on how they would like to see the language revised or changed, and would recommend direction to work on putting this language together for review by the Council at a future meeting for approval. Once approved by the Council, a proposition could be placed on a Special Election Ballot in 2026 for possible voter approval.

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

None



TO: MAYOR AND CITY COUNCIL
AGENDA: September 9 Study Session
DATE: September 9, 2025
DEPT: Public Works
ITEM #: 3.B
SUBJECT: Presentation & Discussion Regarding an Update on the Willow Lake Management Plan.

ITEM SUMMARY

This item is for the Public Works department and their consultant, Southwest Decision Resources, to provide the Council with an update on the Willow Lake Management Plan progress thus far.

BACKGROUND

Public Works Environmental Services and Community Development Water Resources groups are updating the management plan for Willow Lake to streamline interdepartmental activities, communication, and coordination to balance the best public access, amenities, and recreation opportunities with preservation of water storage capacity and water rights.

The Willow Creek Reservoir has significant management challenges associated with its broad and shallow morphology which creates dramatic changes in water level and shoreline location. The lake's shallow nature and variable water level coupled with Prescott's sudden and intense monsoon storms create a propensity for sediment inflows and thickets of nuisance vegetation. Sediment inflows impact water quality by reducing dissolved oxygen and raising the pH of the lake, which can result in harmful algae blooms, fish kills, and ADEQ impairment status while reducing the storage capacity of the reservoir. Low water levels and excess vegetation also impact recreational use as demonstrated by the current low water level prohibiting citizens from accessing the water for kayaking, fishing, or other recreation.

Increases in citizen use of the lake and surrounding lands has resulted in multiple new parking and trail areas along with the creation of unofficial social trails by visitors that bisect endangered species habitat areas. Dense stands of willows and cottonwoods continue to develop in newly exposed areas, further drawing down the lake level, and leading to large loads of organics deposited in the lake once water levels rise again. The negative effects previously described result in reduced water storage and water quality, reduced recreation opportunities, reduced income from lake access fees and general citizen dissatisfaction.

Public Works has contracted with Southwest Decision Resources to develop a new management plan that centers around building internal coordination within the city and then branching outward to coordination with stakeholders and citizens to ensure the lake and surrounding lands continue to best serve Prescott and its citizens. The management plan will provide the City of Prescott with guidance on trail management and signage, parking and access points, amenities and services recommended for the lake, and strategies to improve and maintain water quality and quantity and manage vegetation, while protecting endangered species and their habitat.

FINANCIAL IMPACT

FY26 Water Resources Approved Expenditure List.

RECOMMENDED ACTION

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

ATTACHMENTS

1. Willow Lake Study Session Presentation



Prescott City Council

Sept 9th, 2025

Jeremy Cordova
Environmental Project Manager

Lisa Clark
Facilitator, Southwest Decision Resources



Update on Willow Lake Management Plan



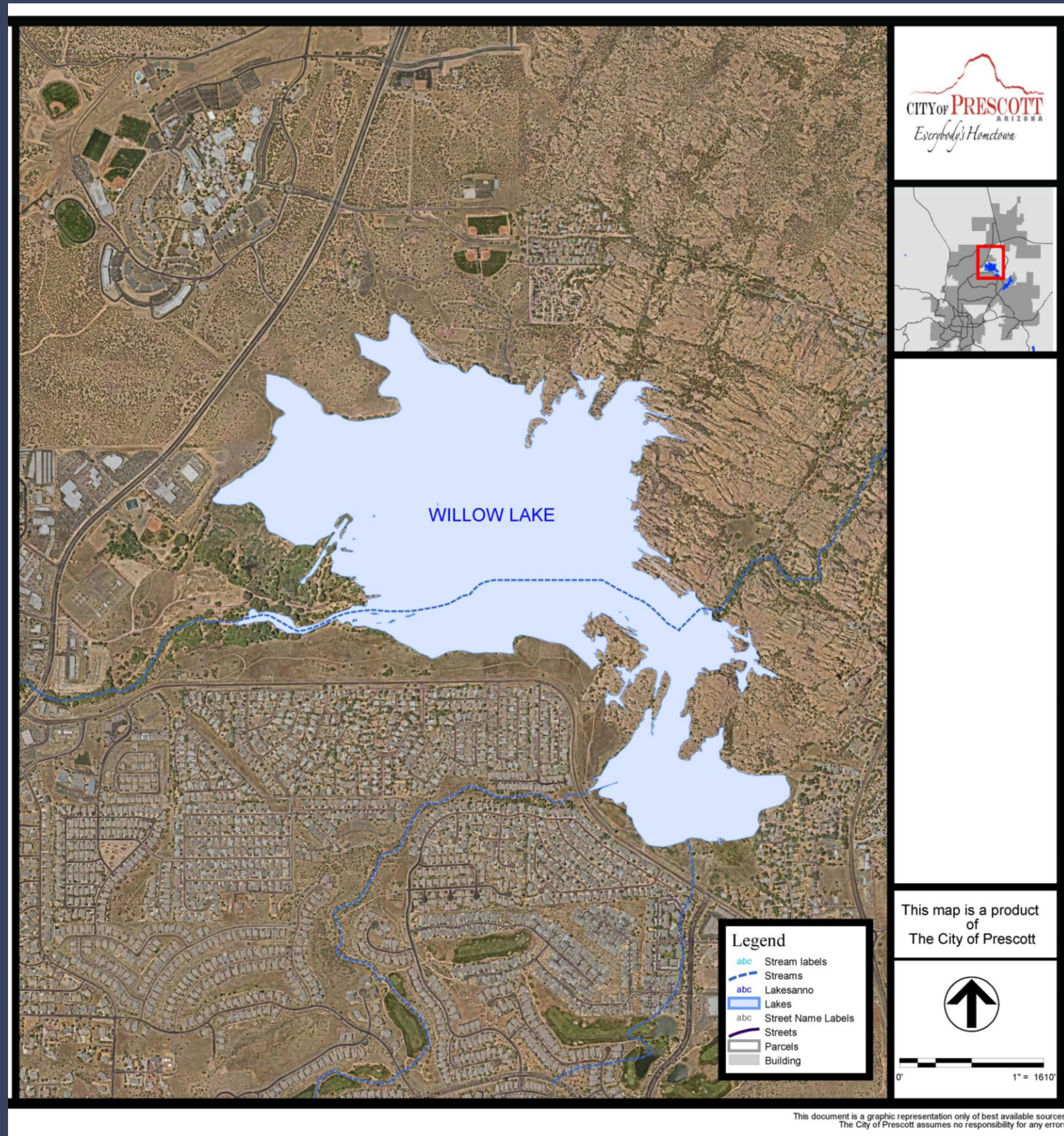
Agenda



- Background and need
- Management Plan approach
 - Process, roles, participants
 - Public engagement
- Timeline and expected engagement with Council
- Questions and input



BACKGROUND



Willow Lake history

- 1912-1914** – Willow and Watson reservoirs constructed
- 1935** – Willow Creek dam built
- 1935-1965** – Channel connecting Watson to Willow constructed
- 1998** – Operational Plan for Watson and Willow Lakes drafted
- 1998** – City acquired land and water from Chino Valley Irrigation District
- 1998** – Watson and Willow Lakes Master Plan developed



BACKGROUND



(Above) Image of Willow Lake, Prescott AZ

Unique values at Willow Lake

- Stores City water – 5,980 acre feet capacity
- Provides recreation – fishing, non-motorized boating, birding, hiking, and more
- Supports wildlife species and riparian habitat
- Most visitors are local; 173k annual visitors compared to 250k visitors at Watson Lake



NEED FOR PLAN

Update past planning

- Watson and Willow 1998 – very unique lakes

Coordinate Departments

- Clear direction to City staff

Meet City goals

- Address low water levels, water quality, sediment, vegetation management, wildlife habitat

Engage the community

- Better meet community needs and educate visitors



(Above) Image of Willow Lake, Prescott, AZ



WHO WE ARE

Team of professional facilitators specializing in:

- Community planning
- Natural resources management
- Place-based collaboration
- Sustainable recreation

Co-leads:

Lisa Clark

Jessica Olson

Support:

Carrie Eberly

Mark Loeth

City Core Team:

Jeremy Cordova, Matt Killeen, Leslie Graser, Brian Ruiz, Jon Hilton, Chris Hosking, Gavino Martinez



Southwest
Decision
Resources



RELEVANT WORK

Verde Front Sustainable Recreation Collaborative (since 2015)

Greater Prescott Trails Planning (2014-2020)

Greater Chino Valley Collaborative (since 2021)

Central Yavapai Metropolitan Planning Organization (since 2025)

Rio de Flag Watershed Planning (2019-2021)

Sedona Community Plan (2022-2024)

Lower Gila River Collaborative (since 2018)

MANAGEMENT PLAN APPROACH

Assessment

Partner and Public
Engagement

Drafts and
Revisions

Adoption and
Continued
Collaboration

Focus on:

Maintaining unique values of Willow Lake

Improving interdepartmental coordination

Building lasting relationships with key partners

Sharing information with the public continuously

Creating a usable plan for City staff to reference

Southwest
Decision
Resources



CITY OF PRESCOTT
ARIZONA

Willow Lake Management Planning Process

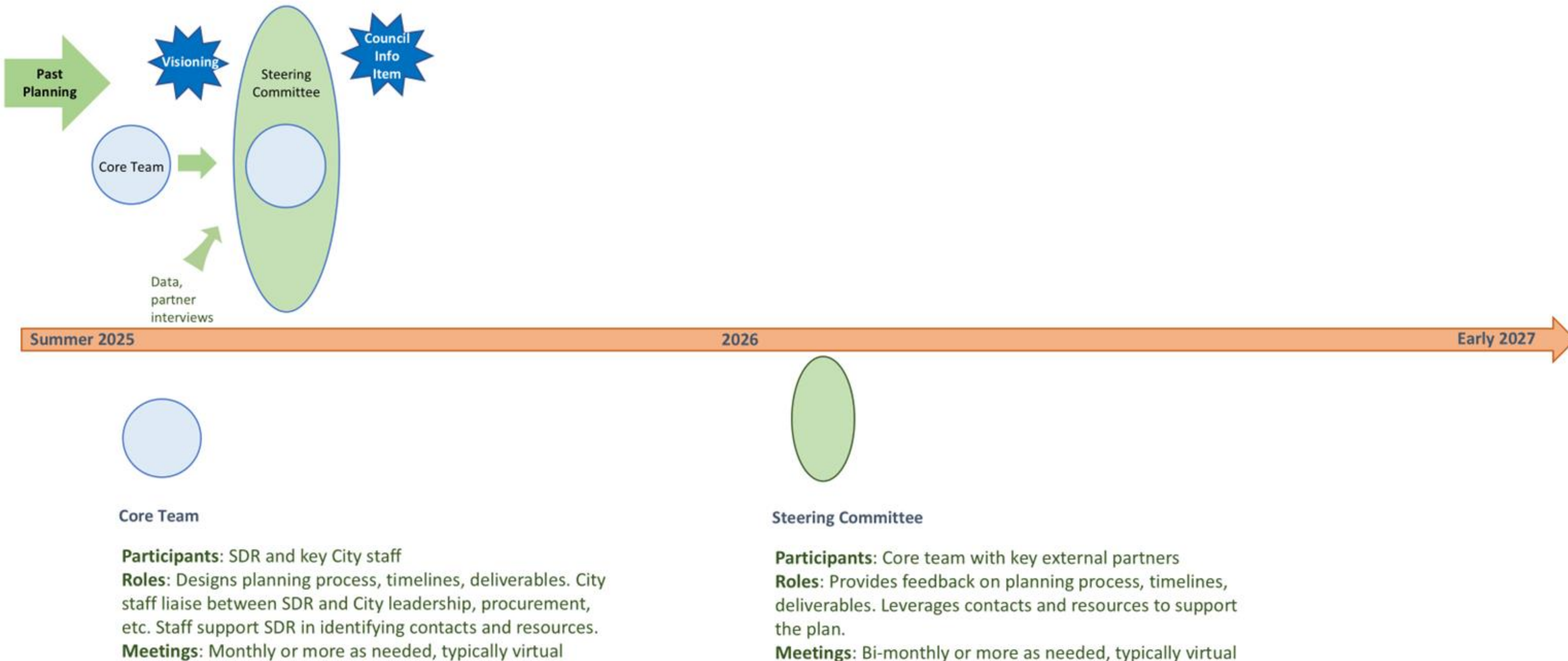
City of Prescott

Assess

Develop Plan Elements

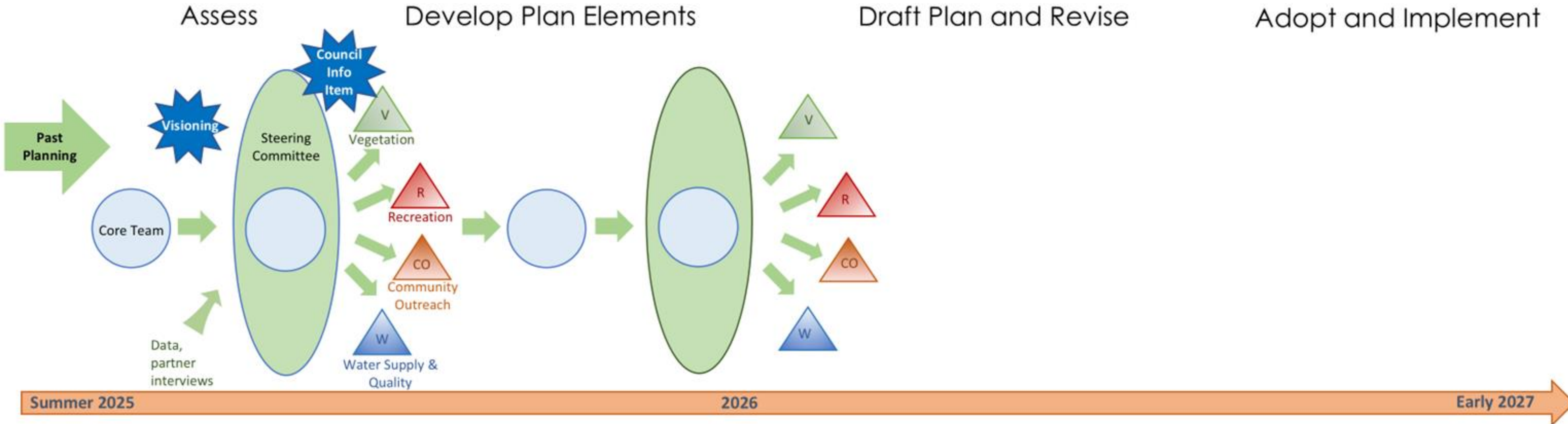
Draft Plan and Revise

Adopt and Implement



Willow Lake Management Planning Process

City of Prescott



Working Groups

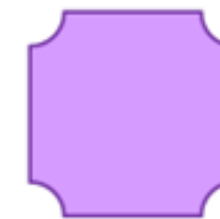
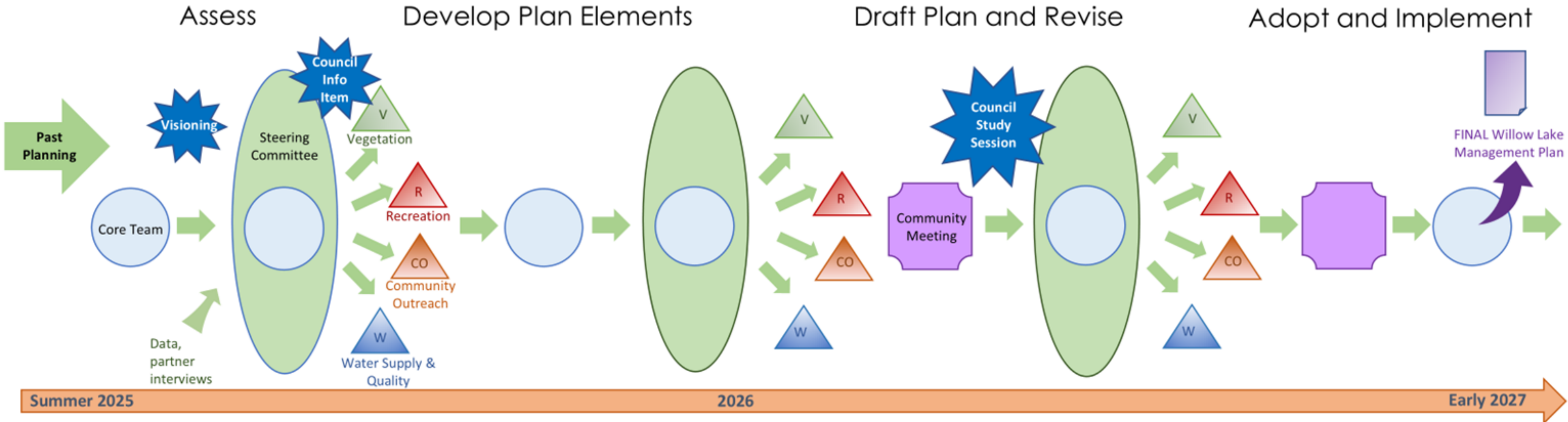
Participants: Subject matter experts and those with implementation responsibilities

Roles: Drafts and reviews plan components. Gathers relevant data and information to share with the group. Identifies issues and opportunities

Meetings: Approximately twice per month during Fall and Winter, less frequently in later phases

Willow Lake Management Planning Process

City of Prescott



Community

Participants: All interested

Roles: Share input to City, learn about Willow Lake and its management, potentially engage in stewardship

Meetings: Two in person public meetings. Potential for virtual information sessions as needed.

NEXT STEPS

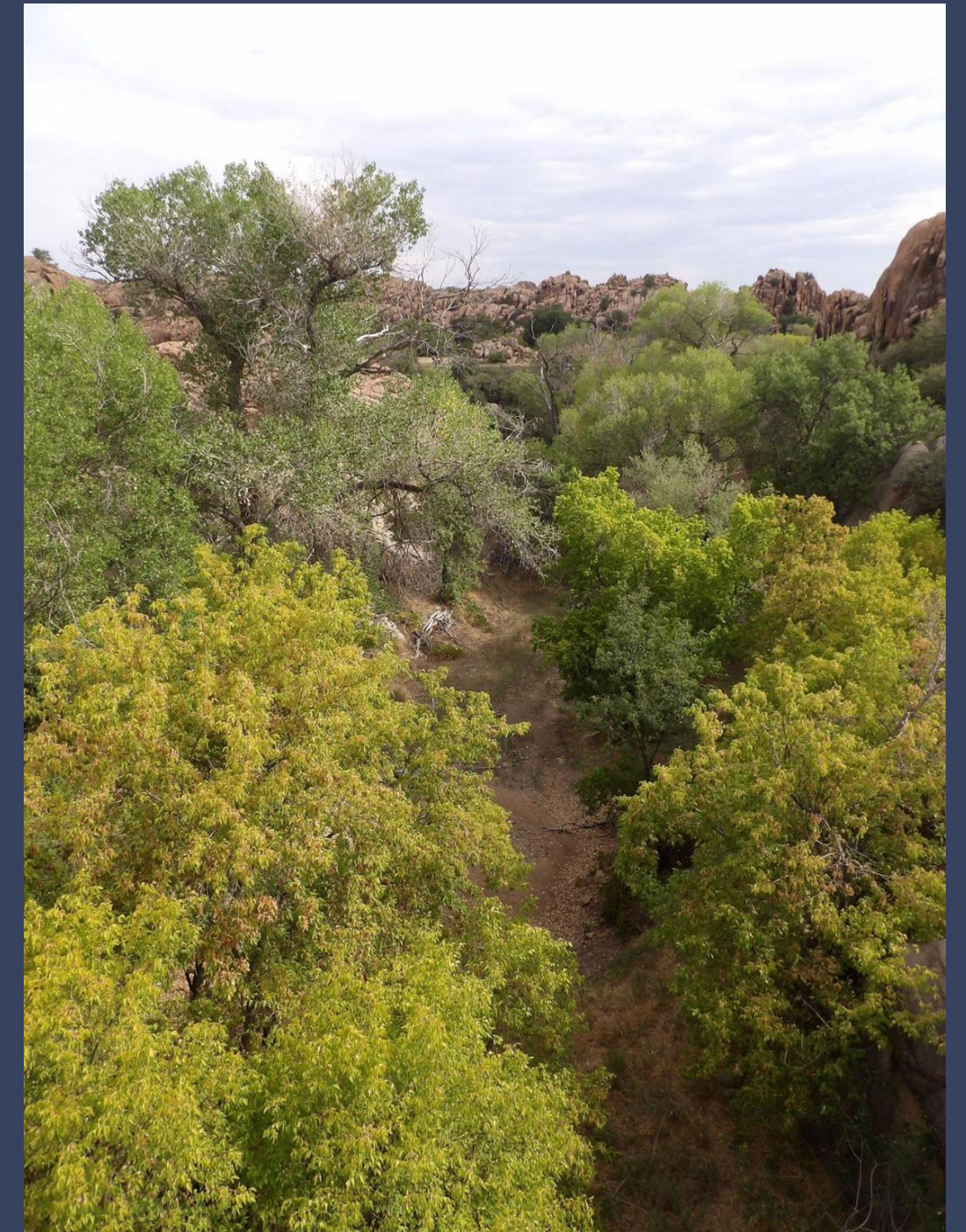
Steering Committee – standing meetings

Working Groups Kickoff Site Visit – September 18

- Site visit to Willow Lake

Council Engagement

- This study session
- Study Session on draft plan content



(Above) Willow Creek just below the dam.



DISCUSSION



(Above) Image of ducks at Willow Lake, Prescott AZ

Thank you!

We appreciate feedback on:

- The approach
- Areas of emphasis for the plan
- Council involvement going forward

