City of Prescott

Charter Review Committee

June 1, 2026 | 2:30 PM
201 N. Montezuma Street
Council Chambers, 1st Floor
Prescott, AZ 86301

MINUTES

1. **CALL TO ORDER**
   Chair McMinn called the meeting to order at 2:30 p.m.

2. **ROLL CALL**
   Bonnie McMinn - Chair
   Rod Moyer - Vice Chair (Arrived at 2:50 p.m.)
   Michael Broggie - Member
   Michael Gjede - Member
   Ralph Hess - Member

3. **DISCUSSION & ACTION ITEMS**

   A. Approval of Minutes from the May 18, 2026 Charter Review Committee Meeting.
   MOTION BY MEMBER GJEDE TO APPROVE THE MINUTES AS PRESENTED; SECONDED BY MEMBER BROGGIE: PASSED (4 - 0)

   B. **CONTINUED ITEM**: Discussion & Possible Action Regarding an Update to the Prescott City Charter Establishing Certain Restrictions on Development Agreements by City Council
   Chair McMinn stated that today's meeting is to finalize amendments that have already been reviewed by the Committee. She doesn't anticipate any additional charter amendments be forwarded to the Council for the November 2026 Election cycle. Any future meetings before the election will focus on education and outreach.

   Deputy City Attorney Alane Moore provided an overview of the language provided by the legal department in response to previous Committee discussion. Powers of the city section was amended, and open space requirements were added based on those discussions as well.

   Member Gjede asked about new paragraph 5 "unless expressly approved by the voters..." and if it is really necessary because it could significantly delay things. Things like this should be approved by the Council.

   Ms. Moore responded that, based on the last meeting, the desire of the Committee was to have the developer bear that burden and not the voters, this would allow for the city to bear the cost.

   City Attorney Joseph Young arrived and added that there could be an opportunity for workforce or senior housing that would meet a need and criteria is different where it would go to the voters.

Council Liaison Cathey Rusing commented that the purpose of the amendment is to relieve the burden of the citizens to fund private development. With projects like Deep Well Ranch, the city has to fund bringing utilities to property and a deal was made with AED that was completely unrealistic and unsustainable. Amendments should be in the charter to protect the taxpayers. She suggested eliminating "shall" in paragraph 5 and changing it to "must", and "shall not" to "will not" to make it crystal clear.

Mr. Young stated that "shall" is the formal of "will" or "must" so he doesn't see a need for the change, but if the Committee would like to see it revised, he can do so. The language is a prohibition on adding property at a later time. The intent is to have three separate Charter Amendments as follows: 1. Article VIII, Section 14; 2. Article I, Section 3; and 3. Open Space for Article I, Section 4.

Member of the public Mary Frederickson addressed the Committee and stated that with regard to the "shall" versus "will" language, and suggested that "must" or "will" is firmer.

Mr. Young stated that the Committee could make the motion with the amendment of the language if they'd like to do so.

Member Hess stated that the language should be left as the Legal Department recommended it. The enforceability issue doesn't have anything to do with the language.

MOTION BY MCMINN TO APPROVE THE PROPOSED BALLOT LANGUAGE WITH REVISION IN PARAGRAPH 5 TO BE FORWARDED TO COUNCIL FOR APPROVAL; SECONDED BY MEMBER GJEDE: PASSED (5 - 0)

C. Presentation, Discussion & Possible Action Regarding Requested Updates to the Prescott City Charter Article VIII, Section 2 - Related to Appraisals and Valuation Requirements.

Chair McMinn commented that this amendment is about stewardship of resources and making sure that acquisitions are supported by appraisals and that those are available to the public before the Council votes on them.

Member Hess asked if appraisals are limited to purchase only, and what the intent is.

Mr. Young responded that the intent is to apply to purchases. However, exchanges could also be applicable if the Committee chose to do so. Something along the lines of "purchase or exhange of property..." would be appropriate and could be added. He further stated that this section would not apply to leases because it is outside the scope of this particular amendment.

Council Liaison Rusing stated that it should be clear that the appraiser is a licensed professional.

Member Gjede said he is comfortable with the amendment as it was written.

MOTION BY VICE CHAIR MOYER TO APPROVE THE PROPOSED BALLOT LANGUAGE WITH THE ADDITION OF THE WORD "EXCHANGE" TO BE FORWARDED TO COUNCIL FOR APPROVAL; SECONDED BY MEMBER BROGGIE: PASSED (5 - 0)

D. Presentation & Discussion From Staff Regarding Upcoming Meeting Schedule. City Clerk Sarah Thornhill reviewed the proposed revised schedule based on Committee discussion at their May 18 Meeting and requests from Chair McMinn. The schedule can be amended at the discretion of the Committee, but staff's preference would be to establish a regular and consistent meeting schedule done in a similar way as the other city Boards, Commissions and Committees.

Member Hess stated that he preferred the original proposed schedule, and added that if there are no meetings before November or December the Committee will be jammed up for time for any revisions in 2027. His preference would be to continue to meet on a monthly basis beginning in July so they can begin looking at future amendments without a compressed timeline.

Chair McMinn stated that she likes having the meeting in July to look at the education and to be focused on looking at future agendas.

Member Gjede stated that public education is not the Committee's role.

Mr. Young agreed.

Vice Chair Moyer agreed that meeting once a month is important in order to have a more relaxed approach to review of future proposed amendments.

Committee consensus to establish the regular meeting date as the 3rd Monday of each month at 2:30 p.m. beginning on July 20th.

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

4. ADJOURNMENT

There being no further business to discuss, Chair McMinn adjourned the meeting at 3:15 p.m.

Bonnie L McMinn

BONNIE MCMINN, Chair

ATTEST:

for:

SARAH M. THORNHILL, City Clerk