

**MINUTES OF THE REGULAR COUNCIL MEETING
OF THE TOWN COUNCIL OF THE TOWN OF CHINO VALLEY**

**TUESDAY, FEBRUARY 8, 2011
6:00 P.M.**

The Town Council of the Town of Chino Valley, Arizona met for a Regular Meeting in the Chino Valley Council Chambers, located at 202 N. State Route 89, Chino Valley, Arizona, on Tuesday, February 8, 2011.

Mayor Bunker called the meeting to order at 6:00 p.m.

Council Present: Mayor Jim Bunker and Councilmembers Joel Baker, Dean Echols, Linda Hatch, Gloria Moore (by conference phone), and Carl Tenney.

Council Absent: Vice-Mayor Ron Romley.

Staff Present: Town Manager Michael Scannell, Management Assistant Cecilia Watts, Town Attorney Tom Kack, Police Chief Pat Huntsman, Police Officer Dan Beal, Development Services Director Pat Clingman, Town Engineer/Public Works Director Ron Grittmann, Recreation Coordinator Shannon Gansz, Transit Coordinator Jason Kelly, and Town Clerk Jami Lewis (recorder).

Councilmember Tenney gave the invocation and Councilmember Baker led the pledge of allegiance.

2) Introductions, Presentations and Proclamations

- 2a)** Presentation of a **patriotic award** by Luke Sefton, Northern Arizona Chair of Employers in Support of the Guard and Reserves, to Police Chief Patricia Huntsman in recognition of her cooperation with police officers in the National Guard and Military Reserves.

Luke Sefton and Bob Bell spoke about the Employers in Support of the Guard and Reserves, a volunteer agency of the Department of Defense that assisted employers with their duties and responsibilities toward employee reservists and guards. Mr. Sefton then presented a “Freedom Award” to Chief Huntsman, the Police Department, and the Town of Chino Valley in recognition of their support of service men and women. Chief Huntsman dedicated the award to all the men and women in the military.

- 2b)** Administer ceremonial **Oath of Office** to Planning and Zoning Commission appointees.

Town Clerk Jami Lewis administered the Oath of Office to Chuck Merritt, Florence Sloan, and Francia Sparzynski.

2c) Chamber Update by Ab Jackson, Chief Executive Officer, Chino Valley Area Chamber of Commerce.

Ab Jackson reported on the second edition of the Chino Valley Lodging and Dining Guide; February's \$20 on the 20th shop local program; the Business of the Month, Circle C Construction; Citizens Academy progress; mayor and council candidate interviews on KQNA radio; and the Home Health and Business Expo on March 10.

3) Call to the Public

No one from the public spoke.

4) Mayor/Council/Manager Report

Mayor Bunker reported on the following meetings: Open Night with the Mayor on February 9, Safe Yield Committee meeting on February 13, and Yavapai County Comprehensive Plan kickoff meetings for the Chino Valley area on March 1 in Skull Valley, March 2 in Prescott, and March 10 in Paulden.

Consent Agenda

Council set down item 8.

- 5)** Approve October 5, 2010 study session **minutes**.
- 6)** Approve October 14, 2010 regular meeting **minutes**.
- 7)** Adopt **Resolution No. 11-951** approving Intergovernmental Agreement between the Town of Chino Valley and the Chino Valley Unified **School District** for facility use between the parties, for a 2-year period beginning January 26, 2011.

Councilmember Baker MOVED, seconded by Councilmember Tenney, to accept Consent Agenda items 5, 6 and 7. The motion PASSED unanimously 6-0.

- 8)** Authorize the Police Department to apply for, and accept and expend funds not to exceed \$50,000 from an Arizona Game and Fish Department grant to continue development and construction of the **police shooting range** located at Old Home Manor. This is a matching grant, which will be matched with in kind labor, materials, and/or value of Town-owned property. Grant activity will be recorded to the Arizona Game and Fish Department Grant revenue and expenditure lines in the Grants Fund.

Council and the public asked about the Town's matching portion and the ultimate scope of the project. Police Chief Pat Huntsman, Town Engineer Ron Gritman, and Councilmember Baker explained that the Town's 50% match would be in land, with no hard dollars to be expended. The first phase, costing \$50,000, would include eight acres for a pistol and rifle range specifically for Police use. Game and Fish had pledged \$100,000 per year for subsequent phases up to 25-30 acres total, with the second phase to be open for public use. Once complete, the state-of-the-art facility will be available for training of Town personnel and other agencies.

Chris Marley, resident, thanked Councilmember Baker and the Police Department for their efforts on this project.

Councilmember Baker MOVED, seconded by Councilmember Echols, to accept Consent Agenda item 8. The motion PASSED unanimously 6-0.

Action Items

- 9) **PUBLIC HEARING** and possible authorization to staff to submit a grant application to the Arizona Department of Transportation (ADOT) for Section 5311 **Rural Transportation Grant** Program funding for the administration and operation of a public transit system for State Fiscal Year 2011/2012, October 1, 2011 through September 30, 2012. Total funding amount for this program is \$85,325, including a local match valued at \$28,603 which shall be met through volunteer service hours, Town personnel and operating allocations, advertising revenues, Local Transportation Assistance Fund (LTAF) II grant funding, and the Town's general fund.

Acronyms used in this item:

ADOT (Arizona Department of Transportation)
LTAF II (Local Transportation Assistance Fund)
SFY (State Fiscal Year)

Transit Coordinator Jason Kelly reported that:

- Staff presented the details of this grant at a study session on February 3, 2011 and proposed to submit a grant application to ADOT for continuation of the Town's transit program for a second year. This grant cycle coincided with the state fiscal calendar of October 1, 2011 through September 30, 2012.
- The proposed second year transit operation mirrored the current scope of service: a curb-to-curb, deviated fixed route service not to exceed 24 hours per week, operating four days per week, with local service to be provided within Chino Valley two days weekly, and regional service to Prescott two days weekly to provide access to medical facilities, as well as connect to Prescott Citibus. The program was structured to "flex" off route, not to exceed one-half mile, to pick-up individuals with mobility limitations. The Town had also been contacted by a private taxi service who expressed interest to connect in Prescott, too.
- The total proposed budget was \$85,325, with Federal funding of \$53,222 and the Town's local match valued at \$28,603. The local match would be met as follows: 52% through LTAF II grant monies and the Town's general fund match; 45% through in-kind service hours by volunteer drivers and Town in-kind contributions of staff, salaries, and existing operating expenses; and 3% from advertising revenues, provided by the business community's advertisements on the bus.
- As the current ridership of 0.5 riders per service hour was lower than projected, Council would have the opportunity to review the program's status in July 2011, which was the target date for the program to reach the increased ridership benchmark of two riders per service hour. Between now and then, staff was implementing a marketing campaign to inform the public about the program and increase ridership.

- If Council approved continuing the program, it would be asked to approve the SFY 2011/2012 Section 5311 Intergovernmental Agreement in August 2011, with a final commitment date 30 days later.

Council asked about further LTAF II funding. Mr. Kelly reported that the state had repealed future LTAF funding and was making the last distribution within the next few months. The Town had enough of those funds to last through the end of the subject grant cycle.

Council believed that if the system did not get enough riders, it would indicate that the Town did not need the program and would not be able to afford to continue it.

Councilmember Baker MOVED, seconded by Councilmember Hatch, to OPEN the Public Hearing. The motion PASSED unanimously 6-0. As no one from the public spoke, Councilmember Baker MOVED, seconded by Councilmember Hatch, to CLOSE the Public Hearing. The motion PASSED unanimously 6-0.

Councilmember Baker MOVED, seconded by Councilmember Echols, to approve Action Item 9. The motion PASSED unanimously 6-0.

- 10) Approve the **Financial Report** for six months ending December 31, 2010 for fiscal year 2010/2011.

Town Manager Michael Scannell reported that at six months, the Town had \$66,419.00 net revenues over expenditures and revenues were tracking in line with the Town's projected expectations.

Councilmember Tenney commended staff for keeping in line with the budget.

Councilmember Baker MOVED, seconded by Councilmember Hatch, to approve the Financial Report for six months ending December 31, 2010 for fiscal year 2010/2011. The motion PASSED unanimously 6-0.

- 11a) Council may vote to hold an **executive session** pursuant to A.R.S. § 38-431.03(A)(3) and (A)(4) to obtain legal advice from its attorney and to consider its position and instruct its attorneys and/or other designated representatives regarding defects, maintenance and design issues, and claims concerning the Community Center Park Aquatic Center and ball fields and improvements and buildings thereon.

Councilmember Baker MOVED, seconded by Councilmember Hatch, to go into executive session. The motion PASSED unanimously 6-0 at 6:50 p.m. Mayor Bunker reconvened the meeting into open session at 7:44 p.m.

- 11b) Possible action regarding defects, maintenance and design issues, and claims concerning the **Community Center** Park Aquatic Center and ball fields and improvements and buildings thereon.

Council took no action on item 11b.

12) Adjournment.

Councilmember Baker MOVED, seconded by Councilmember Tenney, to adjourn the meeting. The motion PASSED unanimously 6-0 at 7:44 p.m.

Jim Bunker, Mayor

ATTEST:

Jami C. Lewis, Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Town Council of the Town of Chino Valley, Arizona held on the 8th day of February, 2011. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 12th day of April, 2011.

Jami C. Lewis, Town Clerk