

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

**TUESDAY, FEBRUARY 22, 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 22, 2011.

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

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

Staff Present: Town Manager Michael Scannell, Management Assistant Cecilia Watts, Town Attorney Tom Kack, Finance Director Vera Smith, **Police Chief Pat Huntsman, Development Services Director Pat Clingman,** Associate Planner David Nicolella, Town Engineer/Public Works Director Ron Gritman, 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)** Recognize Curtis Skousen for 4 years of service and Dorothy Schmidt for 3.5 years on the **Planning and Zoning Commission**.

Mayor Bunker recognized Curtis Skousen for his service on the Planning and Zoning Commission. Ms. Schmidt was not present.

3) Call to the Public

Eric Owens, owner of Del Rio Drilling and Pump, spoke about his belief that the Mayor was using the aquifer's declining water table as a political tactic to push through a supersized sewer and water agenda. Mayor Bunker stated that it was not his, nor the Town's, intent to hook everyone to Town utilities, and he believed that a regional solution for safe yield could be achieved.

Creagon McConnell, President of the Paulden Area Community Organization, asked about the Town's plans for mitigation of Paulden's groundwater and the Verde River, as well as effluent, and standard practices to be employed with regard to the Town's intent to import water from the Paulden area. Mayor Bunker explained that the Town was years away from such plans, it would follow whatever regulations were required, and any such plans would be presented to the public.

4) **Mayor/Council/Manager Report**

Councilmember Baker spoke about his objection to Council being compared to Nazis, as was inferred in a Letter to the Editor in the Chino Valley Review.

Vice-Mayor Romley announced that a grand opening and ribbon cutting for the Chino Valley Transit System would be held on March 5 at Memory Park.

Consent Agenda

- 5) Appoint Joseph Abbate to the **Parks and Recreation Advisory Board** to fill a position vacated by resignation with term ending June 30, 2011.
- 6) Adopt **Resolution No. 11-952** creating the Chino Valley Transit Advisory Committee to advise Mayor and Council regarding services and policies applicable to the public transit system.
- 7) Authorize staff to encumber legal fees in the amount of \$14,566.44 relative to the Court challenge on **Referendum** No. REF 10-01. Funds to come from non-departmental legal services expenditure line in the General Fund.

Jerry Blackhawk, Paulden resident, asked about the subject of the Referendum. Mayor Bunker related that it was about the proposed KOA campground.

Vice-Mayor Romley MOVED, seconded by Councilmember Hatch, to accept Consent Agenda items 5-7. The motion PASSED unanimously 7-0.

Action Items

- 8) Approve Professional Services Agreement with **BMA Architects**, Planners & Landscape Architects, LLC, for \$4,800.00 plus expenses in an amount not to exceed \$5,300.00 to provide Master Planning services for the Town's South Campus site, consisting of approximately 4.85 acres and located at 202 N. State Route 89, as well as including the approximately 0.5 acre adjacent parcel addressed as 238 N. State Route 89, which includes the Chino Valley Fire District's metal and modular buildings. Funds to come from General Government Impact Fee Fund, to be disbursed from General Government Impact Fees Projects line item.

Associate Planner David Nicolella reported that:

- For many years, Town departments had experienced chronic space issues causing overcrowding and cluttering of the existing Town buildings.
- In recent years, the Town took the following steps to address the situation: (i) In May 2009, the Town acquired the former Yavapai Community College building on State Route 89 (South Campus) in an exchange for land at Old Home Manor; (ii) Thereafter, Council directed staff to relocate the Council Chambers to the South Campus; and (iii) In 2010, Council retained BMA Architects ("BMA") to design renovation plans for the South Campus to relocate approximately 13 staff members from the current Town Hall.

- As the South Campus building renovation was now in process, staff deemed it fitting to retain BMA to draw up a conceptual master plan for the 4.85 acre site, including, but not limited to, access, parking, vehicular and pedestrian circulation, future building locations, landscaping, and open space needs. Staff anticipated that the master plan could be completed by the end of April for no more than \$4,800.
- The Town Manager had also begun discussions with Fire Chief John Ginn regarding a land swap between the Town and the Chino Valley Fire District to allow the Town to acquire an approximately 0.5 acre parcel, upon which were located the Fire District's metal and modular buildings, that was adjacent to the South Campus.
- The current Town Hall building was approximately 3,400 square feet and relocating its staff to the South Campus would make available a significant amount of office space, including the former Council Chambers. Staff was proposing to engage Council in a discussion on the best plans to utilize the vacant facility and the possibility of employing BMA to assist in the process after the beginning of the next fiscal year.

Council asked about the lack of storage for Police evidence and how decisions would be made for using the space. Town Manager Michael Scannell stated that although the Police Department did need help, the Town needed a thoughtful process to determine the highest and best use of all space in the Town Hall complex. Peter Bourgois with BMA explained that they would interview employees and take an inventory of current space to determine how it was used and how spaces related to each other. They would do this for the South Campus first and then the vacated space at the North Campus.

Vice-Mayor Romley MOVED, seconded by Councilmember Echols, to approve Professional Services Agreement with BMA Architect, Planners & Landscape Architects, LLC, for \$4,800 plus expenses in an amount not to exceed \$5,300 to provide Master Planning services for the South Campus site, as well as the approximately 0.5 acre adjacent parcel owned by the Chino Valley Fire District; and to direct staff to initiate discussion with BMA Architects to develop a proposal on how to best utilize the vacant office space at Town Hall, which would not be scheduled until the beginning of the next fiscal year. The motion PASSED unanimously 7-0.

9) Discussion and possible action regarding Town representation during Yavapai County's **Comprehensive Plan** update process.

Mayor Jim Bunker and Town Manager Michael Scannell reported that:

- State law required that municipalities and counties develop plans to take a proactive approach to managing future growth and development and to update those plans at least every 10 years.
- The County's Comprehensive Plan was last updated in 2003 and they were beginning the process for another update, which they hoped to have ready for approval by the Board of Supervisors by August 2012.
- As Chino Valley was within Yavapai County and was affected by County planning policies, and as the Town was embarking on an update of its own General Plan, Mayor Bunker had suggested discussing the merits of having Town representation during the County's update process.

Councilmember Baker MOVED, seconded by Councilmember Hatch, to direct the Town Manager to select any and all staff members he felt appropriate to attend Comprehensive Plan meetings with Yavapai County. The motion PASSED unanimously 7-0.

- 10)** Approve October 28, 2010 Regular Meeting **minutes**. (Absent: Councilmember Baker)

Councilmember Hatch MOVED, seconded by Councilmember Tenney, to approve the October 28, 2010 minutes. The motion PASSED 6-0 with 1 abstention by Councilmember Baker.

- 11)** Approve November 9, 2010 Regular Meeting **minutes**. (Absent: Councilmember Baker)

Vice-Mayor Romley MOVED, seconded by Councilmember Hatch, to approve the November 9, 2010 minutes. The motion PASSED 6-0 with 1 abstention by Councilmember Baker.

- 12)** Approve December 7, 2010 Study Session **minutes**. (Absent: Councilmembers Baker and Moore)

Vice-Mayor Romley MOVED, seconded by Councilmember Echols, to approve the December 7, 2010 minutes. The motion PASSED 5-0 with 2 abstentions by Councilmembers Baker and Moore.

- 13a)** Council may vote to hold an **executive session** pursuant to A.R.S. § 38-431.03(A)(3) and (4) to obtain legal advice and to consider its position and, if so determined, to instruct its attorneys regarding the claim pending against the City of Prescott for sales taxes related to the transport of water in, about or through the Town of Chino Valley.

(Council heard this item after item 14 but it is retained here for clarity.)

Councilmember Tenney MOVED, seconded by Councilmember Hatch, to go into executive session. The motion PASSED unanimously 7-0 at 7:05 p.m. Councilmember Moore left the meeting after the executive session and Mayor Bunker reconvened the meeting into open session at 7:40 p.m.

- 13b)** Possible action regarding the claim pending against the City of Prescott for sales taxes related to the **transport of water** in, about or through the Town of Chino Valley.

Council took no action on item 13b.

- 14)** 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 attorneys and to consider its position and instruct its attorneys regarding pending and potential water resource contract negotiations.

(Council heard this item after item 12 but it is retained here for clarity.)

Councilmember Baker MOVED, seconded by Councilmember Hatch, to go into executive session. The motion PASSED unanimously 7-0 at 6:31 p.m. Mayor Bunker reconvened the meeting into open session at 7:04 p.m.

15) Adjournment.

Vice-Mayor Romley MOVED, seconded by Councilmember Tenney, to adjourn the meeting. The motion PASSED unanimously 6-0 at 7:41 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 22nd day of February, 2011. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 26th day of April, 2011.

Jami C. Lewis, Town Clerk