



Town of Chino Valley

MEETING NOTICE TOWN COUNCIL

**REGULAR MEETING
TUESDAY, FEBRUARY 27, 2018
6:00 P.M.**

**Council Chambers
202 N. State Route 89
Chino Valley, Arizona**

A majority of the Councilmembers may attend a private invocation in the Council Conference Room immediately prior to the Council meeting. No Town business will be discussed.

AGENDA

1. **CALL TO ORDER, PLEDGE OF ALLEGIANCE; ROLL CALL**
2. **INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS**
 - a. Presentation by the Water Infrastructure Finance Authority (WIFA) of the WIFA Clean Water Project of the Year Award to the Town. (Joe Duffy, Finance Director)
 - b. Community outreach regarding Yavapai Community College, presented by Rodney Jenkins, Vice President of Community Relations.
 - c. Annual report by the Chino Valley Equestrian Association regarding activities at the Equestrian Park located on Town property.

3. **CALL TO THE PUBLIC**

Call to the Public is an opportunity for the public to address the Council on any issue within the jurisdiction of the Council that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 30 minutes per meeting. Council action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism.

4. **RESPONSE TO THE PUBLIC**

Response to the Public is an opportunity for the Mayor to inform the public about how Town officials addressed matters raised during Call to the Public at a previous meeting.

5. CURRENT EVENT SUMMARIES AND REPORTS

This item is for information only. The Mayor, any Councilmember, or Town Manager may present a brief summary or report of current events, or ask a staff member to provide the same. Presentation on information requested by the Mayor and Council will be made and questions answered. No action will be taken.

- a. Status reports by Mayor and Council regarding current events.
- b. Status report by Town Manager Cecilia Grittmann and/or Town staff members regarding Town accomplishments, and current or upcoming projects.

6. CONSENT AGENDA

All those items listed below are considered to be routine and may be enacted by one motion. Any Councilmember may request to remove an item from the Consent Agenda to be considered and discussed separately.

- a. Consideration and possible action to waive the bidding requirements and approve a Purchase Order Contract with Sanderson Ford to purchase an F350 Utility Service Truck with Crane for a total amount not to exceed \$61,110.10, pursuant to a cooperative purchase from the Arizona State Bid List, Arizona State purchasing contract #ADSP014-063240.
- b. Accept resignation of Julie Van Wuffen from the Planning and Zoning Commission and appoint John McCafferty to the position of Commissioner to complete a three-year term that started February 1, 2016. (Council Appointments Subcommittee)
- c. Consideration and possible action to accept the February 13, 2018 regular meeting minutes. (Jami Lewis, Town Clerk)

7. ACTION ITEMS

The Council may vote to recess the public meeting and hold an Executive Session on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of discussion or consultation for legal advice with the Town Attorney. Executive sessions are not open to the public and no action may be taken in executive session.

8. EXECUTIVE SESSION

Council may vote to recess the Regular Meeting and hold an executive session, which will not be open to the public, for the following purposes.

- a. An executive session pursuant to A.R.S. § 38-431.03(A)(3) for discussion or consultation for legal advice with the Town Attorney regarding the acquisition of a portion of the Prescott Water system and pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with the Town Attorney in order to consider the Town's position and instruct the Town Attorney regarding the Town's position regarding a contract with the City of Prescott related to the Town purchasing a portion of its water distribution system that is the subject of negotiations. (Cecilia Gritman, Town Manager)

9. ACTION ITEMS RESUMED

After the Executive Session, Council will reconvene the Regular Meeting.

10. ADJOURNMENT

Dated this 22nd day of February, 2018.

By: **Jami C. Lewis, Town Clerk**

The Town of Chino Valley endeavors to make all public meetings accessible to persons with disabilities. Please call 636-2646 (voice) or 711 (Telecommunications Arizona Relay Service) 48 hours prior to the meeting to request a reasonable accommodation to participate in this meeting.

Supporting documentation and staff reports furnished to the Council with this agenda are available for review on the Town website at <http://www.chinoaz.net/agendacenter> and in the Public Library and Town Clerk's Office.

CERTIFICATION OF POSTING

The undersigned hereby certifies that a copy of this notice was duly posted at Chino Valley South Campus, Chino Valley Post Office, and Chino Valley North Campus in accordance with the statement filed by the Town Council with the Town Clerk.

Date: _____ Time: _____ By: _____
Jami C. Lewis, Town Clerk

THIS PAGE INTENTIONALLY LEFT BLANK



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

2.a.

Meeting Date: 02/27/2018
Contact Person: Joe Duffy, Finance Director
 Phone: 928-636-2646 x-1211
Department: Finance
Estimated length of Staff Presentation: 5 minutes
Physical location of item: N/A

AGENDA ITEM TITLE:

Presentation by the Water Infrastructure Finance Authority (WIFA) of the WIFA Clean Water Project of the Year Award to the Town. (Joe Duffy, Finance Director)

SITUATION & ANALYSIS:

The WIFA Project of the Year Award was created to recognize the most exceptional WIFA projects. The Town of Chino Valley's project was selected based on performance in resolving water quality/public health issues and exceptional system and project management practices.

Attachments

No file(s) attached.

THIS PAGE INTENTIONALLY LEFT BLANK



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

2.c.

Meeting Date: 02/27/2018
Contact Person: Cecilia Gritman, Town Manager
Department: Town Manager
Estimated length of Staff Presentation: 10 minutes
Physical location of item: Equestrian Park, Old Home Manor

AGENDA ITEM TITLE:

Annual report by the Chino Valley Equestrian Association regarding activities at the Equestrian Park located on Town property.

SITUATION & ANALYSIS:

The Town's contract with CVEA provides for the association to give an annual report to Council.

Attachments

No file(s) attached.

THIS PAGE INTENTIONALLY LEFT BLANK



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6.a.

Meeting Date: 02/27/2018
Contact Person: Frank Marbury, Public Works Director/Town Engineer
 Phone: 928-636-7140 x-1226
Department: Public Works
Item Type: Consent
Estimated length of staff presentation: None
Physical location of item: N/A

AGENDA ITEM TITLE:

Consideration and possible action to waive the bidding requirements and purchase an F350 Utility Service Truck with Crane using cooperative purchase agreement from the Arizona State Bid List.

RECOMMENDED ACTION:

Waive the bidding requirements and approve a Purchase Order Contract with Sanderson Ford to purchase an F350 Utility Service Truck with Crane for a total amount not to exceed \$61,110.10, pursuant to a cooperative purchase from the Arizona State Bid List, Arizona State purchasing contract #ADSP014-063240.

SITUATION AND ANALYSIS:

Summary of Issues and Staff Rationale

In an effort to best utilize town resources, the public works department evaluated the equipment needs for FY 2018. Equipment needed is as follows:

Originally a small dump truck and ¾ ton service truck was proposed. It was determined that purchasing a one-ton service truck for utilities with a crane was determined to be the best fit. The light duty crane will be used for lifting hydrants, small pumps, manhole lids, and other heavy items. Other departments such as Roads, Fleets, and Parks may also benefit from this equipment. The bid used to purchase this equipment is Arizona State purchasing contract #ADSP014-063240.

One Ton Service Truck	\$31,985.00
Service Body and Crane	24,338.14
Sales Tax	<u>4,786.96</u>
Total including tax	\$61,110.10

Fiscal Impact

Fiscal Impact?: Yes
If Yes, Budget Code: Various
Available: \$61,110.10
Funding Source:
 Equipment will be purchased using the Lease Purchase Line of Credit approved this fiscal year.

Attachments

Sanderson Bid
 Sanderson Ford Purchase Order Contract



Government Fleet Sales Managers

Dave Harris	(623) 930-5961	dharris@sandersonford.com
Richard Fowler	(623) 930-5962	rfowler@sandersonford.com
Tony Friedley	(623) 930-5963	tfriedley@sandersonford.com
Bob Allen	(623) 930-5960	ballen@sandersonford.com
Tim McWilliams	(623) 842-8808	tmac@sandersonford.com

Department Fax: (623) 930-5966

Date: 2/14/2018

Customer: Town of Chino Valley

FAX: _____

Vehicle Description: 2018 Ford F350 XL Reg Cab Chass 4x4 169"wb/84"ca (F3H)

******##### State Contract** ADSP014-063240

		Base Price:	<u>\$28,222.00</u>
Upgrade Options:			
1.	6.2L V8 FFV	(996)	std
2.	14000 lbs. GVWR		std
3.	XLT Trim	(643A)	\$2,381.00
4.	Carpet Delete	(166)	-\$47.00
5.	LT 245 BSW AT 17	(TBM)	\$152.00
6.	Rear View Camera Prep	(872)	\$451.00
7.	110V / 400W Outlet	(43C)	\$69.00
8.	Snow Plow Prep Pkg	(473)	\$171.00
9.	Spare Tire/ Wheel	(512)	\$323.00
10.	Trans PTO Prov	(62R)	\$257.00
11.	SYNC System		n/c
12.			
13.	Knapheide 11' serv body quote 12833		\$24,338.14
14.			
Chassis Order Cut Off date 3/2/18 subject to			

Upgrade Options Total:	
Bid Price (w/options):	<u>\$56,317.14</u>
Sales Tax (8.5%):	<u>\$4,786.96</u>
Tire Tax:	<u>\$6.00</u>
Ford Extended Service Plan:	
Total Delivered Price:	<u>\$61,110.10</u>

IMS2 screen capture

Page 1 of 1

CNGP530

VEHICLE ORDER CONFIRMATION

02/14/18 12:02:10

==>

Dealer: F71171

2018 F-SERIES SD

Page: 1 of 2

Order No: 7777 Priority: D3 Ord FIN: QS037 Order Type: 5B Price Level: 820

Ord PEP: 643A Cust/Flt Name: CHINO VAL PO Number:

	RETAIL	DLR INV	RETAIL	DLR INV
F3H F350 4X4 CHAS/C	\$41515	\$39231.00	425 50 STATE EMISS	NC NC
169" WHEELBASE			43C 110V/400W OUTLT	75 69.00
Z1 OXFORD WHITE			473 SNOW PLOW PKG	185 171.00
3 40/20/40 CLOTH			JOB #1 BUILD	
S MEDIUM EARTH GR			512 SPARE TIRE/WHL2	350 323.00
643A PREF EQUIP PKG			61J JACK	NC NC
.XLT TRIM			62R TRANS PTO PROV	280 257.00
54K .TELE TT MIR-PWR			67E XTR XTR HD ALT	NC NC
.AMFM/CD/CLK				
996 6.2L EFI V8 ENG	NC	NC	TOTAL BASE AND OPTIONS	44580 40983.32
44P 6-SPD AUTOMATIC	NC	NC	TOTAL	44580 40983.32
TBM LT245 BSW AT 17	165	152.00	*THIS IS NOT AN INVOICE*	
X4L 4.30 LTD SLIP	350	323.00		
166 CARPET DELETE	(50)	(47.00)	* MORE ORDER INFO NEXT PAGE *	
14000# GVWR PKG			F8=Next	
872 RR CAM & PREP K	\$415	\$381.00	F3/F12=Veh Ord Menu	
91M SYNC SYSTEM	NC	NC		
SP FLT ACCT CR		(1192.00)	QC203011	
FUEL CHARGE		20.32		
DEST AND DELIV	1295	1295.00		
TOTAL BASE AND OPTIONS	44580	40983.32		
TOTAL	44580	40983.32		
THIS IS NOT AN INVOICE				

*FACTORY PRICES, NOT actual**plus- ASIF UPFIT*

Sanderson Ford
Fleet Sales
6400 N. 51st Ave.
Glendale, Ariz 85301
(623) 930-5964
(623) 930-5966 Fax

PURCHASE ORDER CONTRACT
(State of Arizona Bid List)
Contract No. _____

This Purchase Order Contract is made and entered into by and between the Town of Chino Valley, Arizona, a municipal corporation, hereinafter designated as "Town" and Sanderson Ford, hereinafter designated as "Contractor."

RECITALS:

A. Contractor has contracted with the State of Arizona to provide equipment, services or supplies pursuant to State Contract No. ADSP014-063240 (the "State Contract") and any amendments approved by the State; and

B. Pursuant to A.R.S. § 41-2631 *et seq.* and the Chino Valley Town Code § 32.08, Town has authority to utilize state cooperative purchasing contracts and engage contractors under the terms thereof.

CONTRACTOR AND TOWN, FOR THE CONSIDERATION HEREINAFTER SET FORTH, PROMISE, COVENANT AND AGREE AS FOLLOWS:

1. Scope of Work. Contractor shall provide the items listed in the Purchase Order(s) submitted by Town in accordance with the State Contract # . ADSP014-063240 documents as set forth on the State Procurement website, <https://procure.az.gov> as may be amended from time to time which are incorporated herein by reference.

2. Specific Requirements of Town. Contractor shall comply with all specific purchase and delivery requirements and/or options of Town, as specified in the Purchase Order submitted to Contractor.

3. Payment. Payment to the Contractor for the services or supplies provided shall be made in accordance with the price list and terms set forth in the State Contract.

4. Terms of State Contract Apply. All provisions of the State Contract documents, including any amendments, are incorporated in and shall apply to this Contract as though fully set forth herein.

5. Certificates of Insurance. All insurance provisions of the State Contract shall apply, including without limitation, the requirement to name all agencies eligible to use the State Contract as an additional insured. Prior to commencing work under this Contract, Contractor shall furnish Town with a copy of the current Certificates of Insurance required by the State Contract.

6. Term; Renewal. If funds for this Contract are not appropriated or budgeted by July 1, 2018, Town may terminate this contract by giving written notice to

Contractor. Otherwise, this Purchase Order Contract shall commence upon approval and continue through June 30, 2018. All Purchase Orders must be issued by Town prior to expiration or termination of the underlying State Contract.

7. Non-Boycott of Israel. Vendor hereby certifies that it is not currently engaged in, and agrees that for the duration of this Agreement it will not engage in, a boycott of Israel, as that term is defined in A.R.S. § 35-393.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names this _____ day of _____, 2018.

TOWN OF CHINO VALLEY:

CONTRACTOR:

Darryl Croft, Mayor

By: _____
Title: _____

ATTEST:

Jami Lewis, Town Clerk

APPROVED AS TO FORM:

Phyllis Smiley, Town Attorney
Gust Rosenfeld, PLC

EXHIBIT B
SPECIFIC REQUIREMENTS/OPTIONS OF TOWN

Specifications: Per Purchase Order

Schedule of performance: Per Purchase Order

Delivery location: Per Purchase Order

Notices: All notices to Town shall be sent to: Town Manager, 202 North State Route 89, Chino Valley, Arizona 86323

Attach: Certificate of Insurance

THIS PAGE INTENTIONALLY LEFT BLANK



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6.b.

Meeting Date: 02/27/2018
Contact Person: Jami Lewis, Town Clerk
 Phone: 928-636-2646 x-1208
Department: Town Clerk
Item Type: Consent
Estimated length of staff presentation: None
Physical location of item: N/A

AGENDA ITEM TITLE:

Consideration and possible action to appoint a Planning and Zoning Commissioner to fill the vacancy created by the resignation of Julie Van Wuffen and serve for the remainder of the three-year term that began February 1, 2016.

RECOMMENDED ACTION:

Appoint John McCafferty to the position of Planning and Zoning Commissioner to fill the vacancy created by the resignation of Julie Van Wuffen and to serve for the remainder of the three-year term that started February 1, 2016.

SITUATION AND ANALYSIS:

Issue Statement

Julie Van Wuffen submitted her resignation from the Planning and Zoning Commission in December 2017, leaving a vacancy. Additionally, the position for Commission Alternate expired on January 31, 2018. Staff advertised for the position and received 5 applications.

The Appointments Subcommittee conducted interviews on February 16 and voted to recommend that John McCafferty be appointed to the Commissioner position to complete the three year term that began on February 1, 2016.

Applicable "Policy"

Resolution No. 482 "Appointments"

Satisfaction of "Policy"

The policy was satisfied by a 15-day recruitment period and subsequent review by the Appointments Subcommittee.

Summary of Issues and Staff Rationale

Findings of Fact

Fiscal Impact

Fiscal Impact?: No

If Yes, Budget Code:

Available:

Funding Source:

Attachments

February 16, 2018 minutes

DRAFT

MINUTES OF THE PUBLIC MEETING TOWN COUNCIL APPOINTMENTS SUBCOMMITTEE TOWN OF CHINO VALLEY

**FRIDAY, FEBRUARY 16, 2018
2:00 P.M.**

The Town Council Appointments Subcommittee of the Town of Chino Valley, Arizona, convened for a public meeting in the Council Chambers Conference Room, located at 202 N. State Route 89, Chino Valley, Arizona.

Present: Mayor Darryl Croft (Chair); Councilmember Mike Best; Vice-Mayor Lon Turner

Staff Present: Town Clerk Jami Lewis (recorder)

1) CALL TO ORDER

Mayor Croft called the meeting to order at 2:32 p.m.

2) ROLL CALL

3) APPROVAL OF MINUTES

- a) Consideration and possible action to approve the July 11, 2017 minutes.

MOVED by Councilmember Mike Best, seconded by Vice-Mayor Lon Turner to approve the minutes.

Vote: 3 - 0 PASSED - Unanimously

4) OLD BUSINESS

5) NEW BUSINESS

- a) The Council Appointments Subcommittee may vote to recess the public meeting and hold an executive session pursuant to A.R.S. § 38-431.03(A)(1) for interviews with applicants, and discussion or consideration of recommending to the Town Council the appointment of Welles Geary, Robert Johnson, John McCafferty, Christeen Meadors, and Robert Switzer to fill a position on the Planning and Zoning Commission. (Mayor Darryl Croft)

MOVED by Councilmember Mike Best, seconded by Vice-Mayor Lon Turner to go into executive session at 2:33 p.m.

Vote: 3 - 0 PASSED - Unanimously

Mayor Croft reconvened the public meeting at 4:09 p.m.

- b) Consideration and possible action to recommend appointment of applicants to the Planning and Zoning Commission. (Jami Lewis, Town Clerk)

MOVED by Mayor Darryl Croft (Chair), seconded by Councilmember Mike Best to forward recommendation to Town Council of John McCafferty to the Planning and Zoning Commission.

Vote: 3 - 0 PASSED - Unanimously

6) ADJOURNMENT

MOVED by Councilmember Mike Best, seconded by Vice-Mayor Lon Turner to adjourn at 4:09 p.m.

Vote: 3 - 0 PASSED - Unanimously

Submitted: February 17, 2018.

By: *Jami Lewis, Town Clerk*

Approved: _____, 2018.



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6.c.

Meeting Date: 02/27/2018

Contact Person: Jami Lewis, Town Clerk
Phone: 928-636-2646 x-1208

Department: Town Clerk

Item Type: Consent

AGENDA ITEM TITLE:

Consideration and possible action to accept the February 13, 2018 regular meeting minutes. (Jami Lewis, Town Clerk)

RECOMMENDED ACTION:

Accept the February 13, 2018 regular meeting minutes.

Attachments

February 13, 2018 minutes

DRAFT

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

**TUESDAY, FEBRUARY 13, 2018
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 13, 2018.

Present: Mayor Darryl Croft; Vice-Mayor Lon Turner; Councilmember Mike Best; Councilmember Cloyce Kelly; Councilmember Annie Lane; Councilmember Corey Mendoza; Councilmember Jack Miller

Staff Present: Town Manager Cecilia Gritman; Town Attorney Phyllis Smiley; Finance Director Joe Duffy; Police Chief Chuck Wynn; Public Works Director/Town Engineer Frank Marbury; Community Services Director Scott Bruner; Deputy Town Clerk Vickie Nipper; Town Clerk Jami Lewis (recorder); Administrative Technician Kathy Frohock (videographer)

1) **CALL TO ORDER, PLEDGE OF ALLEGIANCE; ROLL CALL**

Mayor Croft called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

2) **INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS**

- a) Proclamation declaring February 26-March 3, 2018 as "Stand With Me, Be Drug Free Week," sponsored by MatForce.

Mayor Croft read the proclamation and presented it to several representatives with MatForce.

3) **CALL TO THE PUBLIC**

Call to the Public is an opportunity for the public to address the Council on any issue within the jurisdiction of the Council that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 30 minutes per meeting. Council action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism.

Craig Brown, Yavapai County District 4 Supervisor spoke about this being "Salute Veterans Week."

4) **RESPONSE TO THE PUBLIC**

Response to the Public is an opportunity for the Mayor to inform the public about how Town officials addressed matters raised during Call to the Public at a previous meeting.

5) CURRENT EVENT SUMMARIES AND REPORTS

This item is for information only. The Mayor, any Councilmember, or Town Manager may present a brief summary or report of current events, or ask a staff member to provide the same. Presentation on information requested by the Mayor and Council will be made and questions answered. No action will be taken.

- a) Status reports by Mayor and Council regarding current events.

Councilmember Best reported on a recent Central Yavapai Metropolitan Planning Organization retreat, which focused on funding roads and streets.

Mayor Croft reported on the upcoming 2018 Citizen's Academy, starting March 1.

- b) Status report by Town Manager Cecilia Gritman and/or Town staff members regarding Town accomplishments, and current or upcoming projects.

Ms. Gritman reported on:

- The next Coffee with the Mayor and Manager to be held on February 28.
- A Town clean up scheduled for March 3.

Town Clerk Lewis reported on the Town's August Primary Election and the candidate nomination process.

- c) Review of the impact from reducing the Manufactured Home Sales Tax Rate from 4% to 2%, effective March 1, 2017. (Joe Duffy, Finance Director)

Mr. Duffy reviewed various statistics related to the manufactured home sales taxes from 2015 to the present:

- While manufactured home sales had increased since the tax reduction, the net cash effect in 2017 was about even, but overall sales had increased.
- He believed the increase was due to both the tax reduction and increased construction activity in general; and the addition of two new manufactured home businesses locating to the Town probably resulted from the tax reduction.
- Staff will continue to monitor this item.

Council asked about numbers from other municipalities. Mr. Duffy stated that he had some, but he could not legally disclose them.

Councilmember Miller commented that he desired to reduce the taxes on all construction sales.

Mayor Croft asked staff to bring this back in a year for an update.

6) CONSENT AGENDA

All those items listed below are considered to be routine and may be enacted by one motion. Any Councilmember may request to remove an item from the Consent Agenda to be considered and discussed separately.

MOVED by Vice-Mayor Lon Turner, seconded by Councilmember Mike Best to accept consent agenda items 6a and b.

Vote: 7 - 0 PASSED - Unanimously

- a) Consideration and possible action to approve Financial Report for the six months ending December 31, 2017. (Joe Duffy, Finance Director)
- b) Consideration and possible action to accept the January 23, 2018 regular meeting minutes. (Jami Lewis, Town Clerk)

7) ACTION ITEMS

The Council may vote to recess the public meeting and hold an Executive Session on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of discussion or consultation for legal advice with the Town Attorney. Executive sessions are not open to the public and no action may be taken in executive session.

- a) Consideration and possible action to direct staff to post and publish the notice of intent to increase admission fees for the Town of Chino Valley Aquatic Facility and the written report and data in support, pursuant to A.R.S. Section 9-499.15. (Scott Bruner, Community Services Director)

Recommended Action: Direct staff to post and publish the Notice of Intent to Increase Admission Fees for the Town of Chino Valley Aquatic Facility and the written report and data in support, pursuant to A.R.S. Section 9-499.15.

Mr. Bruner reported that:

- Aquatic Center fees were last reviewed in 2012. Since then, the General Fund had subsidized the pool at about \$150,000 each year.
- As the recent minimum wage increases, and equipment replacements and upgrades to the facility will push that subsidy higher, staff recommended gradual rate increases to coincide with the minimum wage increases. In response to citizen comments, other changes being recommended pertained to eliminating split sessions and charges for children aged 0-2 years and non-swimmers.
- Tonight's item was to approve the notice of the intended increases and set a public hearing for April 24, at which time he will make a full presentation of the proposed changes.

Councilmember Lane stated that families will be very happy about the session structure changes.

MOVED by Vice-Mayor Lon Turner, seconded by Councilmember Jack Miller to direct staff to post and publish the Notice of Intent to Increase Admission Fees for the Town of Chino Valley Aquatic Facility and the written report and data in support, pursuant to A.R.S. Section 9-499.15.

Vote: 7 - 0 PASSED - Unanimously

- b) Consideration and possible action to waive the bidding requirements and purchase an F350 Utility Service Truck with Crane, Bobcat Compact Track Loader with Mower, and an enclosed John Deere Utility Tractor with Mowers using cooperative purchase agreements with the City of Mesa, Arizona Mohave, and the Arizona State Bid List. (Frank Marbury, Public Works Director/Town Engineer)

Recommended Action: Waive the bidding requirements and approve the following cooperative purchases and agreements:

- (i) From Berge Ford, an F350 Utility Service Truck with Crane for a total amount not to exceed \$62,910.80, pursuant to a cooperative purchase bid by City of Mesa Contract 2016068, Amendment 1.
- (ii) From Clark Equipment Co, dba Bobcat Company, a Bobcat Compact Track Loader with Mower compact track loader with mower and bucket for an amount not to exceed \$52,290.20, pursuant to the Arizona State Contract #ADSP013-035802, May 7, 2019.
- (iii) From Flagstaff Equipment Company, an enclosed John Deere 5115M utility tractor with mowers for an amount not to exceed \$120,075.21, pursuant to a cooperative purchase bid by Arizona Mohave Contract 15G-DEER-0824 (PG 3V).

Mr. Marbury reported on this item:

- Due to the change in leadership in Public Works, department needs being re-evaluated, and in the attempt to do more with less, some of the purchasing requests were different from those which were originally proposed in the budget.
- *Utilities purchases:* (i) Rather than purchasing the originally proposed $\frac{3}{4}$ ton service truck, he was proposing to upgrade the truck with a crane to help several departments with heavy lifting. (ii) As the Roads Department had four large dump trucks with too many miles, rather than purchasing a small dump truck for Utilities, staff preferred to look toward replacing one the Roads' large dump trucks, letting Utilities use the flatbed dumps for smaller tasks and Roads helping with the bigger truck when needed. (iii) The Bobcat was needed to mow infiltration basins and could be used by several departments, and staff could use and rent attachments when needed.
- *Roads purchases:* (i) The budget included purchase of a backhoe, but as Utilities had a fairly new one, which Roads had been borrowing, staff recommended continuing that for another year and providing staff the ability to obtain other needed equipment. (ii) The mower in the budget came in higher than budgeted and they had to upgrade the tractor to handle the mower decks. (iii) Roads will also be requesting a broom sweeper in the future. (iv) If the Town could sell the chip spreader, it could use those funds for one of the 10-wheel dump trucks.
- Staff was recommending that Council only approve items (ii) and (iii) tonight, as the service truck item needed to be postponed because the Mesa bid had expired and staff was now reviewing the state bid.

Council had no questions or comments.

MOVED by Vice-Mayor Lon Turner, seconded by Councilmember Mike Best to waive the bidding requirements and approve the following cooperative purchases and agreements:

- (ii) From Clark Equipment Co, dba Bobcat Company, a Bobcat Compact Track Loader with Mower compact track loader with mower and bucket for an amount not to exceed \$52,290.20, pursuant to the Arizona State Contract #ADSP013-035802, May 7, 2019.
- (iii) From Flagstaff Equipment Company, an enclosed John Deere 5115M utility tractor with mowers for an amount not to exceed \$120,075.21, pursuant to a cooperative purchase bid by

Arizona Mohave Contract 15G-DEER-0824 (PG 3V).

Vote: 7 - 0 PASSED - Unanimously

- c) Consideration and possible action to adopt Ordinance No. 18-843, declaring the document entitled "The 2012-2014 Amendments to the Tax Code of the Town of Chino Valley" to be a public record; and adopting "The 2012-2014 Amendments to the Tax Code of the Town of Chino Valley" by reference; establishing effective dates; providing for severability and providing penalties for violations. (Jami Lewis, Town Clerk)

Recommended Action: Adopt Ordinance No. 18-843, declaring the document entitled "The 2012-2014 Amendments to the Tax Code of the Town of Chino Valley" to be a public record and adopting the same by reference.

Ms. Lewis reported that:

- The Town's Tax Code conformed to the Arizona Model City Tax Code (MCTC), which provided for the various tax options that each municipality elects to impose. Periodically, the Model City Tax Commission makes recommendations to the legislature for amendments to the MCTC, and when enacted, local entities are asked to adopt those changes for their local codes.
- While the legislature enacted certain amendments in 2012-2014, the Town did not find out about them until last year. Adopting this ordinance will bring the Town's tax code back into conformance with the MCTC.

MOVED by Vice-Mayor Lon Turner, seconded by Councilmember Jack Miller to adopt Ordinance No. 18-843, declaring the document entitled "The 2012-2014 Amendments to the Tax Code of the Town of Chino Valley" to be a public record and adopting the same by reference.

Vote: 7 - 0 PASSED - Unanimously

8) EXECUTIVE SESSION

Council may vote to recess the Regular Meeting and hold an executive session, which will not be open to the public, for the following purposes.

- a) An executive session pursuant to A.R.S. & 38-431.03(A)(1) for discussion or consideration of employment, assignment, appointment, or salary of Town Manager, Cecilia Grittman. (Mayor and Council)

MOVED by Vice-Mayor Lon Turner, seconded by Councilmember Cloyce Kelly to hold an executive session.

Vote: 7 - 0 PASSED - Unanimously

9) ACTION ITEMS RESUMED

After the Executive Session, Council will reconvene the Regular Meeting.

Mayor Croft reconvened the meeting at 7:03 p.m.

10) ADJOURNMENT

MOVED by Councilmember Jack Miller, seconded by Councilmember Annie Lane to adjourn the meeting at 7:03 p.m.

Vote: 7 - 0 PASSED - Unanimously

Darryl L. Croft, 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 13th day of February, 2018. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 27th day of February, 2018.

Jami C. Lewis, Town Clerk