

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

**TUESDAY, MARCH 12, 2013
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, March 12, 2013.

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

Present: Vice-Mayor Carl Tenney; Councilmember Mike Best;
Councilmember Darryl Croft; Councilmember Dean
Echols; Councilmember Linda Hatch

Absent: Mayor Chris Marley; Councilmember Lon Turner

Staff Robert Smith, Town Manager; Cecilia Watts, General
Present: Services Director; Sharon Sargent-Flack, Town Attorney;
Joe Duffy, Finance Director; Ron Grittman, Town
Engineer/Public Works Director; Dan Trout, Building
Official; Liz Hart, Town Clerk Assistant; Jami Lewis
(recorder), Town Clerk

Attendees: Police Officer Cody Johnson, Utilities Crew Leader Joe
Grassi

Vice-Mayor Tenney called the meeting to order at 6:00 p.m.

Councilmember Hatch gave the invocation and Vice-Mayor Tenney led the
Pledge of Allegiance.

2) INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

a) Introduction of new Planner, Dennis Price. (Robert Smith, Town Manager)

Mr. Price was not present.

3) CALL TO THE PUBLIC

Call to the Public is an opportunity for the public to address the Council concerning a subject 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 speaker remarks.

Jule Brown, speaking for his father-in-law, Mike Coury, asked about the status of Council discussions in 2000 regarding the Windy Valley annexation, the Town helping her father-in-law develop his property, and the current Council revisiting the matter. Vice-Mayor Tenney recounted that in 2000, the Town made certain commitments and was in the process of extending road improvements in the area that will exceed \$200,000.

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.

Council had nothing to report.

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.

Councilmember Best recognized several businesses and organizations for their efforts to improve the entry sign on the south end of town, including Arizona Public Service, Morning Lions, Tom's Print Shop, and Chino Rentals.

Town Manager Robert Smith reported that Cable One had installed public access Wi-Fi at the South Campus.

Councilmember Hatch reported on a free website through the Northern Arizona Council of Governments on which northern Arizona businesses and business activities could be advertised.

- a) Presentation of Certificate of Appreciation from Ken Bennett, Secretary of State, regarding use of Council Chambers for the Centennial Ballot Proposition Town Hall.

Town Clerk Jami Lewis presented the certificate to Council and reported that Secretary Bennett had also sent a letter thanking the Town for use of the Council Chambers.

- b) Presentation of preliminary revenue projections for the Fiscal Year 2013/2014 budget. (Council Finance Committee; Joe Duffy, Financial Director)

Mr. Duffy reported on the budget process and current revenue projection for the next fiscal year:

- Staff was creating a new budget format for the next fiscal year, as well as a revenue manual to increase accuracy of projections, summarize all revenues over the last 10 fiscal years, and project all revenues forward for the next 10 years.
- All revenues were projected to stay even or increase two percent (2%) each year unless other data was available, and these will be updated throughout the budget process.
- Vehicle License Tax and Highway User Revenue Funds were projected to remain flat, while state shared income and sales taxes were increased a total of \$168,000.
- There was a \$250,000 fiscal year 2012/2013 increase in construction sales tax, contributing to an overall increase of over \$1 million in Town sales tax.
- Overall, future revenues were projected very conservatively, and they appeared to have stabilized and started to show some growth.

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 Councilmember Linda Hatch, seconded by Councilmember Darryl Croft to approve Consent Agenda items 6a, 6b and 6c.

Vote: 5 - 0

Other: Mayor Chris Marley (ABSENT)

Councilmember Lon Turner (ABSENT)

- a) Consideration and possible action to approve the February 12, 2013 Regular Meeting minutes.

- b) Consideration and possible action to authorize Chino Valley Transit to submit a Yavapai County Community Foundation grant application in the amount of \$9,037.00 and authorize the Town of Chino Valley to act as fiscal agent for the grant. (Ed Steinback, Transit Manager)
- c) Consideration and possible action to approve Change Order number 1 to the Professional Services Agreement with Stroh Architects in the amount of \$500.00 for the Library expansion. Funds to come from Library Impact Fees. (Ron Gritman, Public Works Director)

7) **ACTION ITEMS**

- a) Consideration and possible action to authorize the Mayor on behalf of Council to sign a letter to Arizona Department of Transportation (ADOT) supporting a continuation of the State Route 89 Chino Valley Limits to Deep Well Ranch Road Project. (Vice Mayor Tenney; Councilmember Croft)

Acronyms used in this item:

ADOT (Arizona Department of Transportation)

CYMPO (Central Yavapai Metropolitan Planning Organization)

Councilmember Croft reported that:

- On February 20, 2013, the CYMPO Executive Board discussed the potential of ADOT modifying its proposed Five-Year Program to possibly eliminate the SR 89–JCT SR 89A to Deep Well Ranch Road Widening Project due to a budget shortfall.
- This is a continuation of the SR 89 Chino Valley Limits to Deep Well Ranch Road Project and the elimination of this important project could severely impact traffic operations and safe, efficient movement of people, goods and services.
- CYPMO was asking local jurisdictions to send a letter to ADOT and the State Transportation Board requesting that they keep this project in their Five-Year Program.

Moved by Councilmember Darryl Croft, seconded by Councilmember Linda Hatch to authorize the Mayor on behalf of Council to sign a letter of support to ADOT regarding a continuation of the State Route 89 Chino Valley Limits to Deep Well Ranch Road Project.

Vote: 5 - 0

Other: Mayor Chris Marley (ABSENT)

Councilmember Lon Turner (ABSENT)

- b) Consideration and possible action to approve amendment to Professional Services Agreement (PSA) with Red Oak Consulting and approve assignment of PSA dated November 13, 2012, between the Town and Red Oak Consulting to Arcadis U.S. Inc. for the calculation of the Town's Development Impact Fees. (Cecilia Watts, General Services Director)

Moved by Councilmember Linda Hatch, seconded by Councilmember Dean Echols to table item 7b to the March 26, 2013 meeting.

Vote: 5 - 0

Other: Mayor Chris Marley (ABSENT)

Councilmember Lon Turner (ABSENT)

- c) Consideration and possible action to approve the purchase of a used 2008 Bearcat BC-2002 Self Propelled Chip Spreader in the amount of \$105,000.00. Funds to come from Debt Service Fund Capital Expenditures line for vehicles/equipment purchases. (Ron Grittmann, Public Works Director)

Acronym used in this item:

HURF (Highway User Revenue Funds)

Town Engineer Ron Grittmann reported that:

- \$235,697 generated from the second defeasance of the Greater Arizona Development Authority loans in 2011 were committed to the acquisition of vehicles and equipment. Staff originally searched for a hot mix vehicle but could not find one, so they then looked for and found this chip spreader.
- Staff inspected the equipment and found it to be in exceptional condition and that it will fit the Town's needs. It will be used for intersections and will stretch HURF funds.
- The Town had about \$80,000 for chip sealing and staff was hoping to do 1.5 miles of new roads and chip seal the worst streets, starting with the Damian Loop area. When using the chip spreader, staff will also need to rent a boot truck to use with it; rental costs fluctuated, as they were based on oil prices.
- The chip spreader will be delivered from Texas free of charge and will be funded through cooperative purchasing. The acquisition fund will have a projected balance of \$5,482 after this purchase.

Town Manager Robert Smith added that this piece of equipment would cost less to operate than the hot mix vehicle, and the Town's part-time Engineer was working on road specifications that will still provide good roads, but also stretch the HURF dollars.

Moved by Councilmember Linda Hatch, seconded by Councilmember Mike Best to approve the purchase of a used 2008 Bearcat BC-2002 Self Propelled Chip Spreader from Ronald Wagner & Company in the amount of \$105,000.00.

Vote: 5 - 0

Other: Mayor Chris Marley (ABSENT)
Councilmember Lon Turner (ABSENT)

8) EXECUTIVE SESSION

Council may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the Town's attorneys on any of the above agenda items pursuant to A.R.S. § 38-431.03(A)(3).

Council held no executive sessions.

9) ADJOURNMENT


Chris Marley, 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 12th day of March, 2013. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of April, 2013.


Jami C. Lewis, Town Clerk