

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

**TUESDAY, APRIL 11, 2017
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, April 11, 2017.

Present: Mayor Darryl Croft; Councilmember Annie Lane; Councilmember Corey Mendoza;
Councilmember Jack Miller; Councilmember Lon Turner

Absent: Vice-Mayor Mike Best

Staff Present: Town Manager Cecilia Grittman; Town Attorney Phyllis Smiley (via Skype); Finance Director Joe Duffy; Police Officer Josh McIntire; Development Services Director Ruth Mayday; Library Director Scott Bruner; GIS/CAD/Web Technician Jan Mazy (videographer); Town Clerk Jami Lewis (recorder)

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

Mayor Croft called the meeting to order at 6:02 p.m. and led the Pledge of Allegiance.

2) INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

a) Proclamation Celebrating 10 Years of Service by the Chino Valley Noontimers Lions Club.

Mayor Croft read the proclamation and presented it to Bernie Przybylski and Ruth Farr representing the Noontimers Lions Club.

b) Presentation of Certificate of Achievement for Excellence in Financial Reporting to the Town's Finance Department. (Cecilia Grittman, Interim Town Manager)

Mayor Croft read a description of the award by the Government Finance Officers' Association and presented the Certificate of Achievement to Finance Director Duffy

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.

Councilmember Lane spoke about the Town's upcoming Easter Egg hunt at the Community Center and the Heritage Middle School archery team taking 11 state titles.

Councilmember Mendoza spoke about a recent Roads and Streets Committee meeting and staff's efforts to hire a traffic consultant for the Road 2 North/SR 89 intersection.

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

Ms. Grittman read a letter from a citizen commending the Customer Services Department for excellent service during the building permit process; and spoke about the Council's next study session on April 18 at the Chamber of Commerce offices.

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 Lon Turner, seconded by Councilmember Jack Miller to accept the consent agenda as read.

Vote: 5 - 0 PASSED - Unanimously

- a)** Consideration and possible action to accept the March 14, 2017 regular meeting minutes.
- b)** Consideration and possible action to accept the March 21, 2017 special meeting minutes.
- c)** Consideration and possible action to accept the March 21, 2017 study session minutes.
- d)** Consideration and possible action to accept the March 28, 2017 regular meeting minutes.

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 approve Ordinance No. 17-830 approving the Development Plan for the Village North Planned Area Development and changing the zoning classification of approximately 9.92 acres of real property generally located 1,200 feet east of the intersection of State Route 89 and Road 2 North from MR/MHP-4 (Multi-Family Residential/Mobile Home Park, 4 Acre Minimum) zoning district to MR/MHP-4 zoning district with a Planned Area Development Overlay. Applicant: Don Karcie / Sam Malouff. (Ruth Mayday, Development Services Director)

Recommended Action: Approve Ordinance No.17-830 approving the Development Plan for the Village North Planned Area Development and changing the zoning classification of approximately 9.92 acres of real property generally located 1,200 east of the intersection of State Route 89 and Road 2 North from MR/MHP-4 zoning district to MR/MHP-4 zoning district with a Planned Area Development Overlay, subject to the conditions set forth in the Ordinance.

Ms. Mayday presented on this item:

- *Proposal:* The project, to be located behind the existing Safeway store, proposed 154 apartments in three phases. The applicant will dedicate a 50-foot right-of-way after construction of the east boundary for a future road for interior circulation.
- *Planning & Zoning Commission:* The applicant complied with certain revisions as requested by the Planning and Zoning Commission, which on April 4, voted unanimously to recommend approval.
- *Stipulation:* A traffic impact analysis was stipulated in the ordinance and the applicant will be obligated to make the improvements as required by the analysis.

Town Attorney Smiley clarified that this ordinance approved a rezoning, as well as development plan.

MOVED by Councilmember Lon Turner, seconded by Councilmember Annie Lane to accept the recommended approval of the development plan for the Village North Planned Area Development and changing the zoning classification of approximately 9.92 acres of real property generally located 1,200 east of the intersection of State Route 89 and Road 2 North from MR/MHP-4 zoning district to MR/MHP-4 zoning district with a Planned Area Development Overlay.

Vote: 5 - 0 PASSED - Unanimously

- b) Consideration and possible action to approve contributing \$_____ to Yavapai Regional Transit to support transporting children from the Paulden area to the Chino Valley Aquatics Center for the 2017 swim season. (Cecilia Gritman, Interim Town Manager)

Recommended Action: Approve contributing \$_____ to Yavapai Regional Transit to support transporting children from the Paulden area to the Chino Valley Aquatics Center for the 2017 swim season.

Ms. Grittmann reported that the Town had been working with Yavapai Regional Transit (YRT) on a program to haul children from Paulden to the Chino Valley Aquatics Center. The Town's contribution would go toward maintenance fees for the buses.

Ron Romley, YRT Chair, stated that in order for this program to be cost-effective, it needed more participation than that of the past two years. After conferring with the Paulden Area Community Organization and the Town, they planned to effect this by obtaining donations to transport the kids for free and sponsors to cover entrance costs at the pool. Funds not used this year will carry over into next year.

Mayor Croft suggested a \$1,500 donation. Finance Director Duffy related that the money would come from Council's budget.

MOVED by Councilmember Lon Turner, seconded by Councilmember Jack Miller to approve contributing \$1,500 to Yavapai Regional Transit to support transporting children from the Paulden area to the Chino Valley Aquatics Center for the 2017 swim season.

Vote: 5 - 0 PASSED - Unanimously

- c) Consideration and possible action to authorize staff to submit an application to the USDA-RD for its Rural Development Business Grant in an amount not to exceed \$100,000, and authorize the Mayor to sign the same. (Ruth Mayday, Development Services Director)

Recommended Action: Authorize staff to prepare and submit an application for the USDA-RD Rural Business Development Grant (RDBG) in an amount not to exceed \$100,000, and authorize the Mayor (or in his absence, the Vice-Mayor) to sign the application.

Ms. Mayday reported that:

- The USDA offered an annual competitive grant program for small communities. Last year, awarded grants ranged from \$25,000 to \$70,000.
- Staff desired to apply this year for funding the balance of master planning services by EPS Group for the Old Home Manor Industrial Park. The Town could apply every year for other needs associated with economic and community development.

MOVED by Councilmember Lon Turner, seconded by Councilmember Corey Mendoza to authorize staff to prepare and submit an application for the USDA-RD Rural Business Development Grant (RDBG) in an amount not to exceed \$100,000, and authorize the Mayor (or in his absence, the Vice-Mayor) to sign the application.

Vote: 5 - 0 PASSED - Unanimously

- d) Consideration and possible action to direct staff regarding the process to fill a vacancy on the Town Council created by the resignation of Councilmember Susan Cuka. (Jami Lewis, Town Clerk)

Recommended Action: Direct staff to initiate and follow the process to fill the Council vacancy created by the resignation of Councilmember Susan Cuka as discussed.

Ms. Lewis reviewed staff's proposed process and two-month timeline for recruitment and selection of a new councilmember.

MOVED by Councilmember Lon Turner, seconded by Councilmember Corey Mendoza to direct staff to initiate and follow the process to fill the Council vacancy created by the resignation of Councilmember Susan Cuka as discussed.

Vote: 5 - 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.

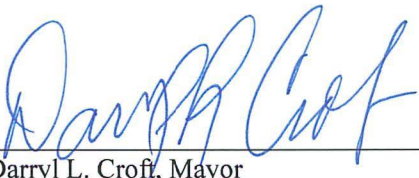
9) ACTION ITEMS RESUMED

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

10) ADJOURNMENT

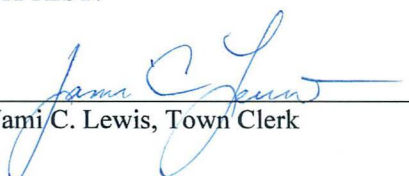
MOVED by Councilmember Jack Miller, seconded by Councilmember Lon Turner to adjourn the meeting at 6:29 p.m.

Vote: 5 - 0 PASSED - Unanimously



Darryl L. Croft, Mayor

ATTEST:

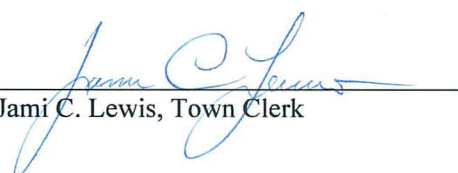


Jami C. Lewis, Town Clerk

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 11th day of April, 2017. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 25th day of April, 2017.



Jami C. Lewis, Town Clerk