

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

**TUESDAY MAY 14, 2019
6:00 P.M.**

The Town Council of the Town of Chino Valley met for a Regular Meeting in the Chino Valley Council Chambers, located at 202 N. State Route 89, Chino Valley, Arizona, on Tuesday, May 14, 2019.

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

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

Staff Present: Town Manager Cecilia Grittman; Town Attorney Andrew McGuire; Finance Director Joe Duffy; Police Chief Chuck Wynn; Community Services Director Scott Bruner; Administrative Technician Kathy Frohock (videographer); Town Clerk Jami Lewis (recorder)

Mayor Croft called the meeting to order at 6:01 p.m. and led the Pledge of Allegiance.

2) INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

- a) Proclamation declaring May 24-25, 2019 as "*Poppy Days*," sponsored by the American Legion Auxiliary. (Mayor Croft)

Mayor Croft read the proclamation and presented it to representatives with the American Legion Auxiliary.

- b) Proclamation regarding *Memorial Day* and the *National Moment of Remembrance* on May 27, 2019. (Mayor Croft)

Mayor Croft read the proclamation and recognized the veterans in the room.

- c) Presentation to the Town by Tim Prater of a flag certificate from the Sons of the American Revolution, Prescott Chapter. (Mayor Croft)

Mr. Prater presented a Certificate of Accommodation to the Town in recognition of exemplary patriotism and display of the U.S. flag, and spoke about the Sons of the American Revolution organization.

- d) Report by Lorette Brashear, Director, Chino Valley Area Chamber of Commerce, regarding the recent Chino Valley Job Fair. (Cecilia Grittman, Town Manager)

Ms. Brashear introduced Katherine Anderson with Yavapai College, who reported that the February job fair had 55 business attending, 231 registered job seekers, and seven reported hires during the fair.

- e) Presentation regarding a request for funding for the Yavapai Family Advocacy Center. (Chuck Wynn, Police Chief)

Chief Wynn related that Yavapai Family Advocacy Center ("the Center") provided services for the public and the police department that included sexual assault exams, forensic interviewing, and counseling services.

Missy Sikora, Director of the Center, presented an overview of the organization's services. Key points were:

- The Center provided services to all victims of interpersonal crime, such as child abuse, sexual assault, domestic violence, sex trafficking, elder abuse, and stalking.
- 70-75% of the referrals came through law enforcement agencies throughout Yavapai County. The remaining referrals were from other agencies or self-referral.
- The organization was a non-profit and part of Prevent Child Abuse Arizona (PCAA). Becky Ruffner, the executive director of PCAA, was introduced.
- All services were free of charge to the victims. Funding came from federal, state and private grants. Local jurisdictions had also started funding the organization. An annual \$125,000 in funding had also been received from PANT, but due to dwindling PANT funds, YFAC had decided to approach local communities for funding assistance.
- In 2018, services were provided to 887 victims, with 100 of them coming from the Chino Valley area.

Councilmember Perkins thanked the organization for its services. Mayor Croft stated that this would be placed on the next agenda.

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. If listed below, there may also be a presentation on information requested by the Mayor and Council and questions may be answered. No action will be taken.

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

- b) Status report by Town Manager Cecilia Grittmann regarding Town accomplishments, and current or upcoming projects.

Ms. Grittmann reported on the:

- Annual Town cleanup;
- Town's participation in the upcoming Home Show; and
- Pool opening.

- c) Presentation of educational video produced by Arizona Clean Elections pertaining to the Town's May 21 Special Election. (Cecilia Grittmann, Town Manager)

Ms. Grittmann reported that Arizona Clean Elections had contacted the Clerk's Office about doing a video on the upcoming ballot initiatives. Clean Elections, a State agency, had stated that the Town had a very transparent elections website and that there was a lot of information provided compared to other communities. The videos had been posted on the Town website. The group watched one of the three videos.

- d) Update from the Police Department regarding distracted driving, the new State Law, and the Town's Distracted Driving Ordinance. (Chuck Wynn, Police Chief)

Chief Wynn reported that:

- The governor signed a new law regarding distracted driving. Arizona towns and counties passing their own legislation had pressured the state into action.
- The Town and State ordinances were very similar, with the Town's being slightly more restrictive, in that the State legislation allowed drivers to text at stop lights or railroad crossings. The State had postponed handing out citations until January 2021. In the interim, a warning could be written.
- The Town would be enforcing its law until 2021, but would be unable to cite the stricter Town regulations after the State's law was implemented. The Town will repeal its legislation in December 2020.

- e) Report by Councilmember Mike Best, Chair of the 50th Anniversary Committee, regarding committee progress.

Councilmember Best reported that:

- The 50th Anniversary was September 21, 2020, with recognition to take place during the traditional Labor Day weekend celebrations.
- Commemorative activities included a book about the history of Chino Valley, memorabilia items for auction, raffle or sale, Chino recognition nights with the Northern Arizona Suns, a three-on-three basketball tournament; and a time capsule.
- Committee meetings were held monthly at the Community Center.

- f) Presentation and challenge by Kathy Frohock for Town employees to participate in the Green Bag Program that was presented during the April 23, 2019 Call to the Public. (Cecilia Grittmann, Town Manager)

Ms. Frohock reported that:

- Employees were being encouraged to participate in the green bag challenge that was presented by Abby Daniels at the previous meeting, which was a drive to address hunger in Chino Valley schools. The department that collected the most food would get a free pizza lunch.
- The general public was encouraged to participate as well. Two contest months were scheduled for May and July.

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.

Town Attorney McGuire pointed out that Item 6b had an error in the description and the motion should include approving the contract as presented.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Mike Best to approve Consent Agenda items (a), (b) as the contract states, (c) and (d).

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

PASSED - Unanimously

- a) Consideration and possible action to approve Agreement for Professional Consulting Services between the Town of Chino Valley and Mark Holmes, LLC for the purpose of providing professional water consultation for 2 years, beginning July 1, 2019, through June 30, 2021, for an amount not to exceed \$30,000 per year. (Cecilia Grittman, Town Manager)
- b) Consideration and possible action to approve the Agreement for Presiding Magistrate Services between the Town of Chino Valley and Mary E. Hamm, Magistrate, to serve as the Presiding Town Magistrate for the Town effective July 1, 2019 through June 30, 2021, in an amount not to exceed \$62,400 annually plus any annual increase ~~(both merit and cost of living)~~ given regular full-time employees. (Cecilia Grittman, Town Manager)
- c) Consideration and possible action to approve the Professional Consulting Agreement between the Town of Chino Valley and Matt Santos for communication services for Fiscal Year 19/20 in an amount not to exceed \$21,600 year. (Cecilia Grittman, Town Manager)
- d) Consideration and possible action to accept the April 23, 2019, 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 approve the Fourth Amendment to Accountability Contract and Scope of Services between the Town of Chino Valley and the Chino Valley Area Chamber of Commerce for Fiscal Year 19/20 in the amount of \$60,000 of general support, and a match up to \$3,000, if approved, for an Arizona Office of Tourism Grant. (Cecilia Grittmann, Town Manager)

Recommended Action: Approve the Fourth Amendment to Accountability Contract and Scope of Services between the Town of Chino Valley and the Chino Valley Area Chamber of Commerce for Fiscal Year 19/20 in the amount of \$60,000 of general support, and a match up to \$3,000 if approved for an Arizona Office of Tourism Grant.

Ms. Grittmann reported that this was the fourth year of the same contract. She had worked with the Chamber president and director on changes to the contract. While the Chamber had received \$5,000 from the Town previously for the volunteer program, the program would now be handled in-house. The contract also included a Town match up to \$3,000 if the Chamber was awarded a Tourism Grant.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Lon Turner to approve the Fourth Amendment to Accountability Contract and Scope of Services between the Town of Chino Valley and the Chino Valley Area Chamber of Commerce for Fiscal Year 19/20 in the amount of \$60,000 of general support, and a match up to \$3,000 if approved for an Arizona Office of Tourism Grant.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

PASSED - Unanimously

- b) Consideration and possible action to approve the Accountability Contract between the Town of Chino Valley and Yavapai Regional Transit, contributing \$1,700.00 to support transporting children from the Paulden area to the Chino Valley Aquatics Center for the 2019 swim season. (Scott Bruner, Community Services Director)

Recommended Action: Approve the Accountability Contract between the Town of Chino Valley and Yavapai Regional Transit, contributing \$1,700.00 to support transporting children from the Paulden area to the Chino Valley Aquatics Center for the 2019 swim season.

Mr. Bruner spoke about the pool opening and introduced Ron Romley, Chair and founder of Yavapai Regional Transit (YRT), who spoke about the transit system and the Paulden Plunge program:

- At the Arizona Transit Association's annual conference, YRT was awarded the Outstanding Rural Transit System of the Year for the State of Arizona.
- The 2019 Paulden Plunge was done in partnership with the Paulden Foundation, led by Terra McPherson and Jane Anderson. Last year they signed up 94 kids and this year they anticipated that many or more. This was the fifth year for the Paulden Plunge and they had approximately \$3,000 in carryover funds. Last year, YRT and the Paulden Foundation gave the Town \$1,182 in swimming pool entry sponsorship fees for the program.
- Sponsored donations for the year were down from previous years. The Kiwanis Club of Prescott donated \$1,500 the previous year and would be donating the same amount for

the current year. YRT was requesting a donation of \$1,700 from the Town that would be used for the bus that was dedicated to this program.

Councilmembers thanked everyone for their contributions to this program.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Annie Perkins to approve the Accountability Contract between the Town of Chino Valley and Yavapai Regional Transit, contributing \$1,700.00 to support transporting children from the Paulden area to the Chino Valley Aquatics Center for the 2019 swim season.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

PASSED - Unanimously

- c) Presentation, discussion, and possible action regarding a brief summary of the proposed budget for Fiscal Year 2019/2020. (Joe Duffy, Finance Director)

Mr. Duffy presented key points of the proposed FY 2019/2020 budget:

- Last year, \$25,525,000 was budgeted and \$19,000,00 of those funds will be spent. Next year's budget was up to \$29,000,000 due to some significant capital projects.
- The general fund had a balance of over \$573,000 due to an intake of more revenue and less expenditures than was budgeted. These funds would go into the reserve balance. All other funds also had a positive balance.
- A general fund proposal was to take \$1.5 million and transfer it to capital improvement funds for capital projects to be determined at an upcoming meeting. The reserve fund balance after the \$1.5 million transfer would still be over \$5 million.
- The Council will have a budget review meeting and then adopt a tentative budget at the next Regular Council Meeting.

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 Lon Turner, seconded by Councilmember Cloyce Kelly to adjourn the meeting at 7:00 p.m.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

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 14th day of May, 2019. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 11th day of June, 2019.

Jami C. Lewis, Town Clerk