

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

**TUESDAY, JUNE 9, 2020
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, June 9, 2020.

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

Absent: Councilmember Annie Perkins

Staff Present: Town Manager Cecilia Gritman; Town Attorney Andrew McGuire(remotely); Human Resources Director Laura Kyriakakis; Public Works Director/Town Engineer Frank Marbury; IT Manager Spencer Guest (videographer); Officer Todd Hyslip (Sergeant-at-Arms); Town Clerk Jami Lewis (recorder)

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

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.

Darelyn Rock, resident, spoke about her family doing due diligence with regard to buying property in Town to split and build a home, only for the split to be denied by the Town after her family spent tens of thousands of dollars. She encouraged the Town Council to approve an amendment to Section 154 of the Unified Development Ordinance, which would provide the only way they could build their home and also continue to support property owners' personal rights.

Allen Foster, resident, spoke about concerns with the change in interpretation regarding lot splits, as he believed the Town's interpretation conflicted with other municipalities within the State, changed suddenly without notification to the public, and took away some citizens' personal property rights. He did not believe the Council had been given accurate information about the matter, and he hoped the Council would meet with him.

Ryan Roberts, resident and local surveyor in Town, also spoke about the lot split issues, the public being treated rudely by staff, some lot splits being allowed while others were not, and the

inference that certain lot splits were being denied due to his involvement as surveyor. He also objected to his letter not being read during the previous meeting's Call to the Public.

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.

Councilmember Best reported on the 50th Anniversary Committee's meetings and collecting items for the time capsule.

Councilmember Mendoza reported that the Roads and Streets Committee would start meeting again in July.

Mayor Croft recognized the Senior Center for hosting a veterans meeting and spoke about future meetings.

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

Cecilia Gritman reported on:

- Write-in candidates for Mayor and Council having until June 25 to file.
- Proposition 450 details on the Town's website.
- A virtual councilmember candidates' forum on June 29, sponsored by the Chamber of Commerce and the League of Women Voters.
- An outpouring of citizen support for the local Police Department during the nation's difficult time and the department continuing with a positive attitude.
- The library's positive social media interaction with the community during the pandemic.
- The Aquatic Center being scheduled to open by the end of the week with a capacity of 225 people, and drinks and snacks to be provided through vending machines.

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 Jack Miller, seconded by Councilmember Mike Best to approve Consent Agenda items 6 (a) and (b).

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

6 - 0 PASSED - Unanimously

- a) Consideration and possible action to adopt Resolution No. 2020-1171 approving the designation of applicant's agent form submission to the Arizona Department of Emergency and Military Affairs which designate the Town's Finance Director as the Town's Agent for applying for certain public assistance; and authorizing the Mayor and Finance Director to execute and deliver said application on behalf of the Town of Chino Valley. (Joe Duffy, Finance Director)
- b) Consideration and possible action to approve the May 26, 2020, 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 adopt Resolution No. 2020-1167, approving an Intergovernmental Agreement (IGA) with the State of Arizona (State) authorizing the contribution of \$125,000 toward the construction costs for improvements along Road 1 North in conjunction with the construction of a new traffic signal and road widening. (Frank Marbury, Public Works Director/Town Engineer)

Recommended Action: Adopt Resolution No. 2020-1167, approving an IGA with the State authorizing the contribution of \$125,000 toward the construction costs for improvements along Road 1 North in conjunction with the construction of a new traffic signal and road widening.

Mayor Croft reported that CYMPO (Central Yavapai Metropolitan Planning Organization) was considering contributing \$62,500 to this project.

Mr. Marbury presented the following:

- This item pertained to a continuing partnership with ADOT on the signal project at Road 1 North and Highway 89. This was an ADOT led project, which total cost was projected at approximately \$1.3 million.
- Previously, the Town had contributed \$75,000 for design and the County contributed approximately \$100,000. This additional cost would be for the Road 1 North portion of project improvements, which would tie in Road 1 North with the signal and the added lanes.
- Staff recommended approving the additional funds instead of reducing the scope of the project and modifying the motion to also authorize and direct the Town Manager to seek a contribution of \$62,500 from funds available to CYMPO. If approved, staff will seek a recommendation from the CYMPO advisory committee to request the executive board for available funds.

Alvin Stump, ADOT District Engineer, spoke about the project's history and reported that:

- The signal project was on the expensive side because there was so much roadwork tied to the project. The original price had been close to \$2 million, which they had managed to reduce. Construction prices in the last year increasing by 30% brought the price to about \$1.3 million.
- When a project was advertised, they had to have the funding to cover the engineers estimate. Taking out additional scopes of the project had been discussed, but if possible, it was better to keep current design.
- They were still looking at reducing some additional costs on the highway paving. Although there were some areas for possible savings, they were still working on finalizing the design, and were aiming to advertise the project in August 2020.

Mr. Stump, Staff and Council further discussed the following:

- The IGA had a clause for a 50/50 split for any additional funds, which costs were unknown until the contractor bids were received. This was typical of these types of contracts.
- If the bids came in over the engineer's estimate, ADOT would come back to the Town for additional funding or another option could be to not move forward or award the project. The scope could be reduced at that time and then re-advertised.
- The price estimate was from the firm that did the design work and the contracts and specs department checked the estimated cost as well. Reducing the mainline paving could reduce the cost of the project by approximately \$100,000.

Public Comment:

Craig Brown, Yavapai County Supervisor suggested that the IGA language provide 'up to \$125,000', so that the Town was paying only half the difference of whatever the number might be. CYMPO had been dealing with the project for almost five years, and he thought there was a very good chance that they would go along with that extra expenditure. He would not be surprised if the bids came in under the estimated amount or right on the amount.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Mike Best to adopt Resolution No. 2020-1167, approving an IGA with the State authorizing the contribution of \$125,000 toward the construction costs for improvements along Road 1 North in conjunction with the construction of a new traffic signal and road widening, and authorize and direct the Town Manager to seek a contribution of \$62,500 of the \$126,000 from funds available to CYMPO.

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

6 - 0 PASSED - Unanimously

- b) Consideration and possible action to approve the Professional Services Agreement with Peckham and McKenney to act as the Town's executive search firm and to assist in the full recruitment process for the next Town Manager in an amount not to exceed \$25,000. (Laura Kyriakakis, Human Resources Director)

Recommended Action: Approve the Professional Services Agreement with Peckham and McKenney to act as the Town's executive search firm, to assist in the full recruitment process for the next Town Manager in an amount not to exceed \$25,000.

Laura Kyriakakis presented the following:

- The Town Manager had provided Council with a notice of retirement, which was to take place in the first quarter of calendar year 2021.
- A recruitment subcommittee would oversee the process of hiring a new Town Manager. The subcommittee had interviewed the top three search firms and were recommending Peckham and McKenny as the executive search firm to assist with the Town Manager selection process.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Cloyce Kelly to approve the Professional Services Agreement with Peckham and McKenney to act as the Town's executive search firm, to assist in the full recruitment process for the next Town Manager in an amount not to exceed \$25,000.

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

6 - 0 PASSED - Unanimously

- c) Consideration and possible action to approve the Fifth Amendment to the Accountability Contract and Scope of Services with Chino Valley Area Chamber of Commerce for Fiscal Year 2020/2021 in the amount of \$60,000 for general support. (Cecilia Grittmann, Town Manager)

Recommended Action: Approve the Fifth Amendment to Accountability Contract and Scope of Services with the Chino Valley Area Chamber of Commerce for Fiscal Year 2020/2021 in the amount of \$60,000 for general support.

Town Manager Grittmann introduced several Chamber of Commerce executives in the room and related that the funding request of \$60,000 was the same as the current fiscal year. There was no change in the scope of services, but the Town's Economic Development Department was a larger part of the contract outreach.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Cloyce Kelly to approve the Fifth Amendment to Accountability Contract and Scope of Services with the Chino Valley Area Chamber of Commerce for Fiscal Year 2020/2021 in the amount of \$60,000 for general support.

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

6 - 0 PASSED - Unanimously

8) **ADJOURNMENT**

MOVED by Councilmember Lon Turner, seconded by Councilmember Cloyce Kelly to adjourn the meeting at 6:35 p.m.

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

6 - 0 PASSED - Unanimously


Darryl L. Croft, Mayor

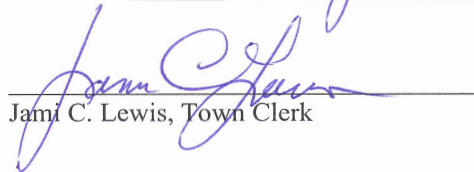
ATTEST:


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 9th day of June, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 23rd day of June, 2020.


Jami C. Lewis, Town Clerk