

NOTICE OF THE REGULAR AND POSSIBLE EXECUTIVE SESSION OF THE CHINO VALLEY TOWN COUNCIL

**JULY 26, 2011
6:00 P.M.**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Chino Valley Town Council and to the general public that the Chino Valley Town Council will hold a Regular Meeting open to the public on **Tuesday, July 26, 2011 at 6:00 p.m.** in the Chino Valley Council Chambers, located at 202 N. State Route 89, Chino Valley, Arizona. Members of the Town Council will attend either in person or by telephone conference call. As indicated in the agenda, the Chino Valley Town Council may vote to go into Executive Session, which will not be open to the public, to discuss certain matters.

RULES FOR ADDRESSING THE COUNCIL – AMENDED MAY 13, 2010

It is the Council's desire to hear public comment on agenda items. Because it is important to maintain order during the meeting, please adhere to the following rules of order if you wish to speak:

- 1) Members of the public wishing to speak must be first recognized by the Chairman.
- 2) Please state your name and whether or not you are a Town resident in an audible tone for the record.
- 3) TIME LIMIT: 3 MINUTES PER PERSON.
- 4) Remarks shall be limited to the agenda item under consideration.
- 5) All remarks shall be directed to the Mayor and to any or all members of the Council.
- 6) A person wishing to make a presentation that exceeds the three-minute time limit should make such a request of the Town Clerk prior to the meeting.
- 7) Members of the public are expected to observe rules of propriety and decorum.
- 8) Speakers shall not discuss employee performance, employee evaluations, or employee health, family or personal matters.

The **Agenda** for the meeting is as follows:

- 1) **Call to Order, Invocation; Pledge of Allegiance; Roll Call.**
- 2) **Introductions, Presentations and Proclamations**
 - 2a) Introduction of **newly-appointed members** to the Industrial Development Authority, Municipal Property Corporation, Parks and Recreation Advisory Board, and Senior Center Advisory Board.

2b) Recognition of Barb Linnert upon her **retirement** after 13 years of service.

2c) Presentation regarding **Drake Cement**.

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. At the conclusion of an open call to the public, individual members of the Council may respond to those who have addressed the Council, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the Council shall not discuss or take legal action on matters raised during an open Call to the Public unless the matters are properly noticed for discussion and legal action.

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.

4) Mayor/Council/Manager Report

This item is for information only. Presentation on information requested by the Mayor and Town Council will be made and questions answered. No action will be taken.

4a) **Introduction** of Liz Hart, Town Clerk Assistant/Records Technician.

4b) Update on **Transit Program** status by Ron Romley, Transit advocacy group member.

4c) Update on used vactor truck **purchase** by Public Works Director Ron Gritman.

Consent Agenda

All those items listed below may be enacted by one motion and approved as consent agenda items. Any item may be removed from the consent agenda and considered separately if a member of the Council so requests.

5) Consideration and possible action to approve the March 8, 2011 Regular Meeting **minutes**.

6) Consideration and possible action to approve the Arizona State Purchasing Cooperative Agreement with the State of Arizona **Procurement Office**.

7) Consideration and possible approval of Professional Services Agreement with **PW Consulting Services** for Paul Wenbert to conduct two workshops with Town Council and one workshop with Town Staff focusing on Team-Building and Strategic Planning for an amount not to exceed \$4,800. Funding to come from

Training and Seminars expenditure line in the Mayor and Council budget in the General Fund.

Staff recommended motion: Move to accept Consent Agenda items 5-7.

Action Items

- 8) Presentation of the Organizational Assessment report of the Development Services Department and Engineering Division of the Public Works Department prepared by **PW Consulting Services**, LLC (Paul Wenbert), dated July 12, 2011; followed by discussion and possible action relative to implementing one or more of the recommendations set forth in said report.

Staff recommended motion: Move to approve changes recommended by Mr. Wenbert of PW Consulting Services, LLC in his organizational assessment of the Development Services Department and Engineering Division of the Public Works Department, dated July 12, 2011; and authorize staff to implement such changes.

- 9) Consideration and possible action to appoint Mayor and Councilmembers and/or staff members to represent the Town, and designate alternates, to the various **water-related entities**.

Staff recommended motion: Move to appoint Mayor and Councilmembers and/or staff members to represent the Town, and appoint alternates, to various entities per Council discussion.

- 10) Discussion and possible action to review and make recommendation to the Yavapai County Supervisors regarding the proposed **County redistricting** maps.

Staff recommended motion: Move to make recommendation to the Yavapai County Supervisors regarding the proposed County redistricting maps per Council discussion.

- 11) *Continued from July 1, 2011:* Consideration and possible action to approve (1) the purchase of an Avaya IP Office 500 **Communications System**, including all hardware, software, and licensing, which will be located at the 1020 W. Palomino building and will service every department utilizing the Town's computer network connections, in an amount not to exceed \$114,911 and (2) a Professional Services Agreement with **Four D LLC** for installation services in an amount not to exceed \$16,550. Funding to come from a variety of sources as outlined in the staff report, with the expense to be offset by savings realized by replacing current Qwest analog service lines with 2 Primary Rate Interface (PRI) digital service connections, fax line reductions, Police call recording service reductions, and staff hour savings, which cost savings have been reflected in the fiscal year 2011/2012 Tentative Budget.

Staff recommended motion: Move to approve (1) the purchase of an Avaya IP Office 500 Communications System including all hardware, software, licensing in an amount not to exceed \$114,911 and (2) a professional services agreement with Four D LLC for installation services in an amount not to exceed \$16,550.

- 12) Consideration and possible action to adopt **Resolution No. 11-964**, ordering that an ad valorem tax be fixed, levied and assessed on the assessed value of all real and personal property within the boundaries of each **Street Lighting Improvement District** in amounts specified in the filed Statements and Estimates; and providing for certified copies of this Resolution and Order to be delivered to the Yavapai County Board of Supervisors and the Arizona Department of Revenue; and providing that this Resolution shall be effective after its passage and approval according to law. The Street Lighting Improvement Districts are located within the Bright Star subdivision.

Staff recommended motion: Move to adopt Resolution No. 11-964, ordering that an ad valorem tax be fixed, levied and assessed on the assessed value of all real and personal property within the boundaries of each Street Lighting Improvement District in amounts specified in the filed Statements and Estimates; and providing for certified copies of this Resolution and Order to be delivered to the Yavapai County Board of Supervisors and the Arizona Department of Revenue; and providing that this Resolution shall be effective after its passage and approval according to law.

- 13) Consideration and possible action to direct staff regarding the pursuit of a land exchange between property owned by the Town of Chino Valley, a portion of Assessor's Parcel No. 306-01-019F located on the Northwest corner of Perkinsville Road and Santa Fe Trail in Old Home Manor, and **Chino Valley Fire District** property located at 238 N. State Route 89.

Staff recommended motion: Move to authorize Town staff to develop an agreement between the Town of Chino Valley and the Chino Valley Fire District for a land exchange between APN 306-01-019F and 5.0 acres of Old Home Manor Property, as a no cash deal to the greatest extent possible.

- 14) *Continued from July 1, 2011:* Consideration and possible action to authorize the Police Department to expend approximately \$11,500 to expand the current fenced **impound yard** at the Police Department to accommodate additional vehicles impounded under A.R.S. § 28-3511. Funds to come from the Police Impact Projects expenditure line in the Police Impact Fee Fund.

Staff recommended motion: As staff did not have sufficient time to prepare the analysis requested by Council, move to continue item to the next regular meeting.

- 15) Council may vote to hold an **Executive Session** pursuant to A.R.S. § 38-431.03(A)(3) and (A)(4) to obtain legal advice and consider its position and instruct its attorneys regarding issues on water transportation/pipeline taxes due to the Town from the City of Prescott and negotiations to settle issues regarding the same.

16) **Adjournment.**

Dated this 20th day of July, 2011.

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 636-1787 (TDD) 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/clerk/townagenda.shtml>, and in the Public Library and Town Clerk's Office.