



Town of Chino Valley

MEETING NOTICE

TOWN COUNCIL

REGULAR MEETING
TUESDAY, OCTOBER 25, 2011
6:00 P.M.

Council Chambers
202 N. State Route 89
Chino Valley, Arizona

AGENDA

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

2) INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

2a) Introduction of newly-appointed members to the Municipal Property Corporation, Parks and Recreation Advisory Board, and Senior Center Advisory Board.

2b) Presentation by Pam Pearsall, Yavapai County Assessor, regarding new legislation related to primary occupancy.

3a) 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.

3b) 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.

4) 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.

4a) Report by Shannon Gansz, Recreation Manager, regarding Recreation Department operations.

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.

- 5) Approve the Financial Report for two months ending August 31, 2011 for fiscal year 2011/2012. (Vera Smith, Finance Director)
- 6) Consideration and possible action to approve James Hancock and Michael Murphy as the pool of arbiters to fulfill the requirement of Town of Chino Valley Personnel Policy dated September 12, 2002, Policy No. 815 "Binding Arbitration," Revised April 2, 2003, Section III(B). (Cecilia Watts, General Services Director)

Recommended Action: Accept Consent Agenda items 5 and 6.

ACTION ITEMS

- 7a) PUBLIC HEARING regarding application from Heidi Husk for a new Series 12 (Restaurant) Liquor License for CD's Cattle Co., located at 1150 N. Highway 89 in Chino Valley. (Jami Lewis, Town Clerk)
- 7b) Consideration and possible action to approve application from Heidi Husk for new Series 12 (Restaurant) Liquor License for CD's Cattle Co. (Jami Lewis, Town Clerk)

Recommended Actions:

- (a) Hold Public Hearing.
 - (b) Approve application for a new Series 12 Liquor License transfer for CD's Cattle Co.
- 8) Discussion and possible action relative to authorizing staff to: (a) solicit professional assistance from Ostrander Consultants, Inc. to draft a Section 5311 Grant Application for State Fiscal Year 2012/2013 should Council elect to proceed with applying for the said grant; (b) proceed with hiring part-time staff to manage operations and administrative functions of the Town's Transit Program; (c) implement Ostrander Consultants, Inc. recommended service modifications to migrate from a "Flexi-route" program to a "Dial-a-Ride" service; and (d) explore other service delivery models for possible implementation on July 1, 2012. The current ADOT Fiscal Year (FY) 2011/2012 5311 grant budget includes funding for two types of positions whose functions are: (a) to administer and operate the transit system, and (b) to provide dispatch services and other routine operational tasks. The funding made available in the FY 2011/2012 grant is as follows: \$10,500 for a part time Transit Program Administrator and \$13,500 for a part time Transit Clerk whose duties would include providing dispatch services for the program. The positions in question have a local match requirement which will be met by drawing funds from the Town's LTAF II account as well as a small amount being drawn from the Town's general fund. (Michael Scannell, Town Manager)

Recommended Actions:

- (a) Authorize staff to engage Amy Ostrander of Ostrander Consulting to prepare a grant application for ADOT's 5311 Program for the federal fiscal year beginning October 1, 2012, said application being due to ADOT no later than December 2,

2011; and authorize Mayor Marley to sign and transmit the grant application to ADOT upon its completion.

- (b) Authorize the Human Resources Department to recruit and establish a list of qualified applicants for subsequent hire for the position of Transit Clerk and Transit Administrator. In addition, grant the Town Manager the discretion to merge the two positions in question if he believes that doing so would be in the best interest of the program and provided that said merger of the positions comports with the ADOT 5311 grant guidelines.
 - (c) Direct that staff work with the Transit Advisory Committee on the goal of transitioning the transit program to a Dial-a Ride Model of service delivery and to implement said change as soon as is practicable.
 - (d) Direct the Town Manager and or his designee to transition the governance model for the Town's transit program to a Not for Profit model and to endeavor to achieve said objective no later than June 30, 2012.
- 9) Consideration and possible action to amend Town of Chino Valley Personnel Policy, dated September 2002, Policy No. 700 "Vacations" to increase employee vacation leave bank accrual limits from 240 hours to 320 hours, effective immediately. Upon an employee's termination of employment, there is an additional fiscal impact relating to the unused accrual balance. The impact is usually somewhat offset by the timing gap between when a position is terminated and when it becomes filled. If approved, the difference in the maximum payout upon termination could potentially increase by 80 hours. (Cecilia Watts, General Services Director)
- 10) Consideration and possible action to adopt Resolution No. 11-972, establishing a Mayor's Ad Hoc Water Stewardship Committee. (Jami Lewis, Town Clerk)
- Recommended Action: Adopt Resolution No. 11-972, establishing a Mayor's Ad Hoc Water Stewardship Committee, and direct staff to begin recruitment process to fill the four (4) public positions.
- 11) Consideration and possible action to adopt Resolution No. 11-973, establishing a Mayor's Ad Hoc Flood Control Committee. (Jami Lewis, Town Clerk)
- Recommended Action: Adopt Resolution No. 11-973, establishing a Mayor's Ad Hoc Flood Control Committee, and direct staff to begin recruitment process to fill the three (3) public positions.
- 12) Consideration and possible action to adopt Resolution No. 11-974, establishing a Mayor's Ad Hoc Alternative Energy Committee. (Jami Lewis, Town Clerk)
- Recommended Action: Adopt Resolution No. 11-974, establishing a Mayor's Ad Hoc Alternative Energy Committee, and direct staff to begin recruitment process to fill the three (3) public positions.
- 13) Consideration and possible action to rescind and/or appoint an applicant to the Board of Adjustment and appoint an applicant to the Planning and Zoning Commission. (Jami Lewis, Town Clerk)
- Recommended Action: To be determined per Council discussion.

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).

- 14a)** 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 negotiations and a potential agreement between the Town and Sun Edison LLC regarding the dedication and improvement of certain road(s) and/or other considerations between the Town and Sun Edison. (Tom Kack, Town Attorney)
- 14b)** Consideration and possible action with regard to approving an agreement or accommodation with Sun Edison, LLC regarding roads, access, clarifications, corrections, and development issues.

Recommended Action: To be determined per Council discussion.

- 15)** Council may vote to hold an executive session pursuant to A.R.S. § 38-431.03(A)(3) and (A)(4) and (A)(7) to obtain legal advice from its attorneys and designated representatives and to consider its position and instruct its attorneys, or other designated representatives, regarding Yavapai County's request to purchase property for a Waste Transfer Station on Town Property to be located in or about "Old Home Manner." (Chris Marley, Mayor)

16) ADJOURNMENT

Dated this 20th day of October, 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.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of this notice was duly posted at Chino Valley Town Hall, Chino Valley Post Office, and Chino Valley Aquatic Center in accordance with the statement filed by the Town Council with the Town Clerk.

Date: _____ Time: _____ By: _____
Jami C. Lewis, Town Clerk