

**TOWN OF CHINO VALLEY
COUNCIL APPOINTMENTS SUBCOMMITTEE
MINUTES**

**MONDAY, FEBRUARY 23, 2015
4:00 P.M.**

The Appointments Subcommittee of the Town Council of the Town of Chino Valley, Arizona, convened for a public meeting in the Council Chambers Conference Room, located at 202 N. State Route 89, Chino Valley, Arizona.

Present: Vice-Mayor Darryl Croft (Chair); Councilmember Mike Best; Councilmember Lon Turner

Staff Present: Development Services Director Ruth Mayday; Town Clerk Jami Lewis (recorder)

1) CALL TO ORDER

Vice-Mayor Croft called the meeting to order at 4:07 p.m.

2) ROLL CALL

3) APPROVAL OF MINUTES

- a) Approve December 4, 2014 minutes.

MOVED by Councilmember Mike Best, seconded by Councilmember Lon Turner to approve item 3a.

Vote: 3 - 0 PASSED - Unanimously

4) OLD BUSINESS

- a) Consideration and possible action regarding the procedure for appointing members to the Planning and Zoning Commission.

Ms. Lewis reported that on January 13, 2015, Council approved the Planning and Zoning Commission Position Description, Training Requirements, and Selection Process. However, they adopted the document without addressing item #6 of the Selection Process regarding follow-up performance review.

MOVED by Vice-Mayor Darryl Croft (Chair), seconded by Councilmember Lon Turner to approve the procedure with item #6.

Vote: 3 - 0 PASSED - Unanimously

5) NEW BUSINESS

- a) Discussion and possible action to review applications, conduct interviews with selected applicants, and make recommendation to Council for appointment to the Planning and Zoning Commission.

The Subcommittee interviewed four candidates for two positions on the Planning and Zoning Commission: Deryl Jevans, Anne Lane, Michael Bacon, and Claude Baker. They asked applicants about their reasons for applying; their ability to comply with the requirements in the Position Description, Training Requirements, and Selection Process; general knowledge of planning and zoning; specific knowledge about the Town's organization and regulations; and case scenarios.

Following the interviews, members ranked the applicants. Ms. Mayday requested that the Subcommittee select two applicants to fill the vacant positions, as well as an alternate.

MOVED by Councilmember Lon Turner, seconded by Councilmember Mike Best to recommend Annie Lane and Michael Bacon for the Planning and Zoning Commission, with Claude Baker as alternate.

Vote: 3 - 0 PASSED - Unanimously

- b) Discussion and possible action to review applications, direct staff to schedule interviews with selected applicants, and make recommendation to Council for appointment to the Parks and Recreation Advisory Board, Public Safety Retirement Board, Industrial Development Authority, and Municipal Property Corporation.

The Subcommittee reviewed applications for the following public bodies.

Parks and Recreation Advisory Board (PRAB) – Applications from Paula Cooper and Deryl Jevons to fill vacant position with term ending June 30, 2015.

MOVED by Councilmember Mike Best, seconded by Councilmember Lon Turner to recommend Deryl Jevons for PRAB.

Vote: 3 - 0 PASSED - Unanimously

Public Safety Retirement Board (PSRB) – Application for re-appointment from Cheryl Romley for term ending June 30, 2016.

Industrial Development Authority (IDA) – Application from John Coomer for one of two vacant positions with terms ending June 30, 2015 and June 30, 2017.

MOVED by Councilmember Mike Best, seconded by Councilmember Lon Turner to recommend John Coomer for the IDA, for term ending in 2017.

Vote: 3 - 0 PASSED - Unanimously

Municipal Property Corporation (MPC) – Application for re-appointment from John Coomer for term ending June 30, 2017.

MOVED by Councilmember Mike Best, seconded by Councilmember Lon Turner to recommend John Coomer for MPC.

Vote: 3 - 0 PASSED - Unanimously

6) ADJOURNMENT

MOVED by Councilmember Mike Best, seconded by Vice-Mayor Darryl Croft (Chair) to adjourn the meeting at 6:05 p.m.

Vote: 3 - 0 PASSED - Unanimously

Dated this 25th day of February, 2015.

By: *Jami C. Lewis*

Approved: July 6, 2015.