

**MINUTES OF THE REGULAR MEETING
OF THE FINANCE COMMITTEE OF THE TOWN OF CHINO VALLEY**

**Tuesday, October 2, 2012
4:00 P.M.**

The Finance Committee of the Town of Chino Valley, Arizona, convened for a regular meeting in the Chino Valley Council Chambers conference room, located at 202 N. State Route 89, Chino Valley, Arizona, on Tuesday, October 2, 2012 at 4:00 P.M.

Vice Mayor Carl Tenney called the meeting to order.

Members present: Vice Mayor Carl Tenney (chair), Mayor Chris Marley, Councilmember Linda Hatch
Staff present: General Services Director Cecilia Watts, Supervisor Cyndi Thomas, Town Manager Robert Smith, Chief Building Official Dan Trout, Chief Chuck Wynn, Associate Planner David Nicolella, Town Engineer Ron Gritman, Financial Director Joe Duffy, Human Resources Analyst Tiffany Resendez

3. APPROVAL OF MINUTES

3a. Approval of August 21, 2012 meeting minutes

3b. Approval of September 18, 2012 meeting minutes

Mayor Chris Marley moved, seconded by Vice Mayor Carl Tenney to approve the minutes of the August 21, 2012 meeting and September 18, 2012 meeting Passed

4. OLD BUSINESS

5. NEW BUSINESS

5a. Review and Update on User Fee Study

The committee discussed user fee rates for the following departments.

Senior Center Cyndi Thomas presented recommendation for the senior center:

- Facility rental for non-profit organizations
- Recommend changing facility rental fee schedules
- Facility rental fees based on hourly, weekly, monthly
- Trip transportation charges
- Meal charges

Police Department

Chuck Wynn presented recommendation for animal control and the police department:

- Increase in dog license fees
- Increase dog license late fee
- Animal impound fee increase
- Remove Transportation fee as ACO does not provide that service
- Raise adoption fee on unaltered animal \$18.00 to \$25.00
- Rate for inoperable vehicle inspection vs. operable vehicle inspections
- Rate for fingerprinting

Dan Trout discussed Building service fees:

- Reduction of building permit fee
- Cost recovery for some of the user fees

David Nicolella discussed Zoning service fees:

- Recording minor land division fee
- Land use fee, sandwich board or banner fees based monthly
- Monument sign fee, a one-time permanent sign fee
- Land use condition site plan review fee
- Annexation fees
- Land use general plan amendments fee
- Text amendment fee, split fee based on attorney involvement

Ron Grittman recommended 100% cost recovery fees for the Engineering Department.

- Grading inspection fee

5b. Review and discussion regarding Community Survey

The committee discussed the Community Survey. They vetted questions for presentation to Council and the public. The survey, along with a letter explaining the reason for the survey would be mailed to all Town's registered voters or the survey could be filled out on line.

5c. Review and discussion regarding Economist.com Water and Wastewater Rate Study

The committee reviewed and discussed three water and wastewater rate options presented by Dan Jackson.

6. ADJOURNMENT

The committee adjourned.

Submitted this 9th day of October 2012

By: *Liz Hart, Town Clerk Assistant*