

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

**Tuesday, October 16, 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 16, 2012 at 4:00 P.M.

Vice Mayor Carl Tenney called the meeting to order.

Members present: Vice Mayor Carl Tenney (Chair), Councilmember Linda Hatch, Mayor Chris Marley
Staff present: Financial Director Joe Duffy, General Services Director Cecilia Watts, Town Manager Robert Smith, Chief Building Official Dan Trout, Town Engineer Ron Gritman, Consultant Pat Walker

3. APPROVAL OF MINUTES

3a. Approval of October 2, 2012 meeting minutes
Councilmember Hatch moved, seconded by Mayor Marley to approve the minutes of October 2, 2012.

4. OLD BUSINESS

4a. Review and Update on User Fee Study
Joe Duffy reported on building fee schedule. The committee directed him to perform a cold review of fees for reasonable and comparable fees.

5. NEW BUSINESS

5a. Discussion regarding Town's Collection Procedures
Joe Duffy reported on the water and sewer billing, and hookup fees

- Expedite cut-off date to 45 days for sewer billing
- RFQ for a collection agency
- Standardize procedure for low income people based on CDBG income qualification levels

5b. Discussion and Review of Town's Revenue Enhancement Options
Pat Walker presented information and the committee discussed revenue enhancement options:

- Water and sewer rate study
- Town's survey
- Sales tax and property tax

5c. Discussion and Update on US Bank Acquisition fund Expenditures
Ron Gritman reported on GADA funds and purchases made through those funds. He discussed difficulty in purchasing certain equipment and alternative equipment of performing these same duties.

5d. Review Strategic Planning Time Line
Pat Walker advised the committee of due dates for presentations of Town Revenue Options.

6. ADJOURNMENT

The committee to meet November 7 at 4p.m. and agreed to adjourn

Submitted this 13th day of November 2012

By: *Liz Hart, Town Clerk Assistant*