1. Town Council - Agenda

   Documents: 2016_04_12_CC_RG_AG.PDF

2. Town Council - Agenda Packet

   Documents: 2016_04_12_CC_RG_PK.PDF

3. Town Council - Action Taken

   Documents: 2016_04_12_CC_RG_AT.PDF

Town of Chino Valley

MEETING NOTICE
TOWN COUNCIL

REGULAR MEETING
Tuesday, April 12, 2016
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

**An invocation will be given at the beginning of the meeting by a member of Council. Persons who do not wish to participate may remain in the lobby during the invocation and will be notified by Town staff when the invocation is finished. The Council will pause briefly to allow those in the lobby to enter before proceeding with the Pledge of Allegiance and the rest of the meeting.*

The invocation is solely the expression of the religious belief of the speaker and is not an endorsement of those beliefs by other Council members or by the Town of Chino Valley. Religion is a personal matter, independent of the function of government. The purpose of the invocation is to solemnize the legislative proceedings of the Council. It is not intended to advance, proselytize, disparage, or denigrate any other religion, belief, or non-belief or to coerce others to participate. No stigma or different treatment of persons who choose to participate or who choose not to participate will be tolerated.

2. INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

a. Presentation by Phil Goode regarding the Prescott Courthouse Veteran's Memorial update and memorial service. (Robert Smith, Town Manager)

b. Proclamation for the Honor and Remember organization, supporting efforts to establish a recognizable symbol to honor our Military fallen and their families. (Cecilia Grittman, Assistant Town Manager)

c. Proclamation declaring April 21, 2016 as "PowerTalk 21® Day," sponsored by Mothers Against Drunk Driving Arizona. (Mayor Chris Marley)

d. Proclamation declaring April 2015 "Fair Housing Month." (Cecilia Grittman, Assistant Town Manager)

3. CALL TO THE PUBLIC

Call to the Public is an opportunity for the public to address the Council on any issue within the jurisdiction of the Council 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 criticism.

4. 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.

a. Comments regarding Public Record Request inquiry.

5. 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.

a. Status reports by Mayor and Council regarding current events.

b. Status report by Town Manager Robert Smith regarding Town accomplishments, and current or upcoming projects.

6. 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.

a. Consideration and possible action to accept the March 8, 2015 regular meeting minutes. (Jami Lewis, Town Clerk)

b. Consideration and possible action to accept the March 15, 2015 study session minutes. (Jami Lewis, Town Clerk)

7. ACTION ITEMS

The Council may vote to recess the public meeting and hold an Executive Session on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of discussion or consultation for legal advice with the Town Attorney. Executive sessions are not open to the public and no action may be taken in executive session.

a. Consideration and possible action to modify the invocation portion of the Council meeting. (Mayor Chris Marley)

Recommended Action: Modify the invocation as directed.

b. PUBLIC HEARING regarding Resolution No.16-1078, proposing an extension of the alternative expenditure limitation—home rule option. (Joe Duffy, Finance Director)

Recommended Action: Hold public hearing.

c. Consideration and possible action to adopt Ordinance 16-814, to rezone approximately 2.31 acres of real property, located at 868 Adams Dr., Chino Valley, Arizona, consisting of a portion of the North half and the Northeast quarter of Section 15, Township 16N, Range 02W, Gila and Salt River Base and Meridian (Yavapai County Assessor's Parcel number 306-20-103) from Single Family Residential, 2.5-acre minimum (SR-2.5) to Single Family Residential, 1-acre minimum (SR-1) zoning district. (Applicant: Jeb Merlyn) (James Gardner, Associate Planner)

Recommended Action: Approve Ordinance No. 16-814, changing the zoning on approximately 2.31 acres of real property generally located at 868 Adams Drive from Single Family Residential 2.5-acre minimum (SR-2.5) to Single Family Residential, 1-acre minimum (SR-1) zoning district.

d. Consideration and possible action to:
1. Review and conceptually approve a proposal by the Friends of the Library to construct an addition to the Library of approximately 400 square feet, for which the Friends of the Library will bear all costs of design and construction, unless otherwise authorized by the Town Council; and

2. Authorize the Town of Chino Valley Public Works Department to facilitate the relocation of existing utilities (gas and water) prior to the construction of the Library Expansion in an amount not to exceed $7,500.00. (Michael Lopez, Acting Public Works Director/Town Engineer)

Recommended Action:
1. Approve in concept the Friends of the Library's proposal to construct an addition to the Library of approximately 400 square feet with the Friends to pay all design and construction costs except as otherwise authorized by the Town Council; and

2. Authorize the Town of Chino Valley Public Works Department to facilitate the relocation of existing utilities for the construction of the Library Expansion in an amount not to exceed $7,500.00.

8. EXECUTIVE SESSION

Council may vote to recess the Regular Meeting and hold an executive session, which will not be open to the public, for the following purposes.

a. An executive session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with the Town Attorney in order to consider its position and instruct the Town Attorney regarding the Town's position in pending litigation or settlement discussions conducted in order to resolve litigation in the matter of Hatch v. Town of Chino Valley. (Phyllis Smiley, Town Attorney)

b. An executive session pursuant to A.R.S. § 38-481.03(A)(1) for discussion or consideration of employment, assignment, salaries, or disciplining of Town Manager Robert Smith. (Mayor Marley; Vice-Mayor Croft)

9. ACTION ITEMS RESUMED

After the Executive Session, Council will reconvene the Regular Meeting.

10. ADJOURNMENT

Dated this 7th day of April, 2016.

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 711 (Telecommunications Arizona Relay Service) 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/agendacenter and in the Public Library and Town Clerk's Office.

CERTIFICATION OF POSTING

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

Date:_____ Time:_____ By:_____

Jami C. Lewis, Town Clerk

Town of Chino Valley

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Tuesday, April 12, 2016
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2. INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

a. Presentation by Phil Goode regarding the Prescott Courthouse Veteran's Memorial update and memorial service. (Robert Smith, Town Manager)

b. Proclamation for the Honor and Remember organization, supporting efforts to establish a recognizable symbol to honor our Military fallen and their families. (Cecilia Grittman, Assistant Town Manager)

c. Proclamation declaring April 21, 2016 as "PowerTalk 21® Day," sponsored by Mothers Against Drunk Driving Arizona. (Mayor Chris Marley)

d. Proclamation declaring April 2015 "Fair Housing Month." (Cecilia Grittman, Assistant Town Manager)

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Recommended Action: Modify the invocation as directed.

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Recommended Action: Hold public hearing.

c. Consideration and possible action to adopt Ordinance 16-814, to rezone approximately 2.31 acres of real property, located at 868 Adams Dr., Chino Valley, Arizona, consisting of a portion of the North half and the Northeast quarter of Section 15, Township 16N, Range 02W, Gila and Salt River Base and Meridian (Yavapai County Assessor's Parcel number 306-20-103) from Single Family Residential, 2.5-acre minimum (SR-2.5) to Single Family Residential, 1-acre minimum (SR-1) zoning district. (Applicant: Jeb Merlyn) (James Gardner, Associate Planner)

Recommended Action: Approve Ordinance No. 16-814, changing the zoning on approximately 2.31 acres of real property generally located at 868 Adams Drive from Single Family Residential 2.5-acre minimum (SR-2.5) to Single Family Residential, 1-acre minimum (SR-1) zoning district.

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By: ***Jami C. Lewis, Town Clerk***

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CERTIFICATION OF POSTING

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Date:_____ Time:_____ By:_____

Jami C. Lewis, Town Clerk

TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting **Item No. 2. a.**

Meeting Date: 04/12/2016

Contact Person: Robert Smith, Town Manager
Phone: 928-636-2646 x-1201

Department: Town Manager

Estimated length of Staff Presentation:

Physical location of item: Prescott Courthouse Square

AGENDA ITEM TITLE:

Presentation by Phil Goode regarding the Prescott Courthouse Veteran's Memorial update and memorial service. (Robert Smith, Town Manager)

SITUATION & ANALYSIS:

Mr. Goode is working to update the Veteran's Memorial at the Courthouse in Prescott, and will present information about that and an upcoming memorial service on June 14, 2016.

Attachments

No file(s) attached.

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TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting **Item No. 2. b.**

Meeting Date: 04/12/2016

Contact Person: Cecilia Grittman, Assistant Town Manager
Phone: 928-636-2646 x-1202

Department: General Services

Estimated length of Staff Presentation: 5 minutes

Physical location of item: N/A

AGENDA ITEM TITLE:

Proclamation for the Honor and Remember organization, supporting efforts to establish a recognizable symbol to honor our Military fallen and their families. (Cecilia Grittman, Assistant Town Manager)

SITUATION & ANALYSIS:

The Town of Chino Valley is partnering with the Honor and Remember Organization in the month of May, 2016, and will fly the Honor and Remember flag the entire month of May at the Chino Valley Public Library. Representatives from the organization will be present to accept the proclamation and speak about their organization.

The Honor and Remember Organization is a national organization committed to the establishment of a tangible symbol of gratitude as a visible public reminder to all Americans; perpetually recognizing the sacrifice of our Military fallen heroes and their families. The organization proposes the Honor and Remember flag as a national emblem for that purpose.

1. Why do we need this remembrance flag?

Men and women have been serving in the United States military and dying for our country for more than 200 years. They represent a unique and distinct category of individuals, along with the families that sent them, that deserve a symbol of recognition, a visual emblem of honor. Until the Honor and Remember Flag was conceived, there was no such nationally recognized symbol. As a nation we have flags that symbolize everything; each state has their own flag, every branch of the service has their own flag, the POW/MIA have their own flag, every veteran's organization has their own flag, every college, high school, organization and so on. Yet the one single group that sacrificed to allow us to fly every flag freely have no public recognition. It is important that their lives and their families be specifically remembered and thanked.

None of us would willingly give our loved ones to be sacrificed for freedom's cause, it is simple human nature. However someone's loved ones are being sacrificed so that ours don't have to. The least we can do is be thankful. How do we show gratitude without something tangible, not knowing who these families are or where they live. The Honor and Remember Flag becomes that perfect visible expression.

The Honor and Remember Flag is not a replacement to our Stars and Stripes, or to the POW/MIA flag,

nor is it intended to diminish their meaning or stature. It was thoughtfully established to fill a void and complete the circle of tribute. With all three, we comprehensively and publicly give tribute to those veterans who served, those who are captured and need to be brought home, those who are still missing and need to be found and those we know who gave the ultimate sacrifice. Let none be forgotten.

2. Why now?
There are many reasons why it is important to establish the Honor and Remember Flag as a national symbol in this generation. The most important one is that there exists today the largest contingent of living veterans of any time in our history. These veterans comprise in large part one of the greatest groups of least honored soldiers in our history: the Vietnam War veterans. All total however it is still a relatively small number in regard to the general citizenry.

It is important that this small percentage of those who served this country and understand the impact of sacrifice, educate those civilians who will never otherwise understand. Once our military shrinks and our veterans pass, the education will cease. Honor and Remember is a unique, out of the box opportunity to bring a patriotic message to a civilian population.

For those who lost their lives and their families, the Honor and Remember Flag serves as a way for the rest of us to express, perhaps belatedly, our gratitude for their sacrifice. It is important that all veterans rally in support of the Gold Star families to leave this lasting symbol of public thanks. We all should be doing something; ask yourself if not this then what? There are not many opportunities in a lifetime to leave behind a national legacy, we need your help.

3. Doesn't the American flag honor the fallen?
The flag of the United States of America is our nation's symbol and identifies us as Americans. It is the umbrella which represents every underlying aspect of our country. It actually takes on a different context or meaning wherever it is displayed; Public buildings, private homes, sports stadiums, Olympic events, caskets or even the moon. Like any other nation's flag it does not stand for anything specific. Ask any citizen what our flag means to them and you will get a dozen different responses. Does it represent sacrifice? Absolutely! However, the American flag also stands for our constitution, the unity of our people, the diversity of our nation, the triumph of our accomplishments and the right to protest or to be burned. It is the symbol of freedom many die to defend, rather than a tangible emblem to specifically honor those who gave their lives. See the answer to question #1.

Our sons and daughters, throughout history, died to preserve its meaning but it does not particularly represent them, they represent the flag, which represents our entire country. Here is how the symbolism of the American flag was originally designed and explained:

The U.S. flag consists of thirteen horizontal stripes, seven red alternating with 6 white. The stripes represent the original 13 colonies; the stars represent the 50 states of the Union. The colors of the flag are symbolic as well: Red symbolizes hardiness and valor; White symbolizes purity and innocence; Blue represents vigilance, perseverance, and justice.

Attachments

Proclamation Honor & Remember

5k flyer

Honor & Remember

Office of the Mayor

202 N. State Route 89
Chino Valley, AZ 86323
(928) 636-2646

PROCLAMATION

Honor and Remember Month of Remembrance
May 2016

Whereas, *the freedom and security that citizens of the United States enjoy today are direct results of the bloodshed and continued vigilance given by the United States Armed Forces over the history of our great nation; and*

Whereas*, the sacrifices that such members of the United States Armed Forces, and of the family members that support them, have preserved the liberties that have enriched this nation making it unique in the world community; and*

Whereas*, May is nationally proclaimed as Honor and Remember Month of Remembrance for all of our fallen military, all generations, all causes of death and service branches; and*

Now, Therefore*, I, Chris Marley, Mayor of the Town of Chino Valley, do hereby encourage all citizens of Chino Valley, Arizona, to join me in recognizing May 2016 as Honor and Remember Month of Remembrance, and join me in showing our gratitude by the appropriate display of the American Flag and the Honor and Remember Flag to be displayed for the month of May 2016.*

In Witness Whereof*, I have hereunto set my hand and caused the Seal of the Town of Chino Valley to be affixed this 12th day of April 2016.*

Chris Marley, Mayor

ATTEST: Jami C. Lewis, Town Clerk

Perpetually Recognizing the Sacrifice of our Military Fallen Heroes and their Families

2nd Annual Honor and Remember Memorial

5K Run/Walk

Arizona Fallen Military

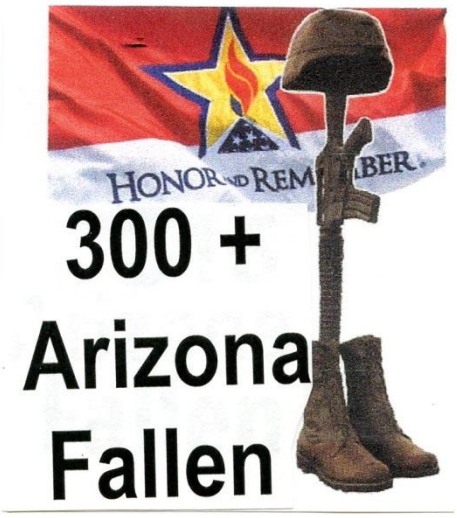
May 28, 2015 @ 10:00am

Registration begins at 9:00am

Starting/Ending point is Prescott Valley Iron King Trail
Glassford Hill Rd & Santa Fe Loop

$20.00 registration includes t-shirt~ after 5/13/2016 $25
Proceeds benefit Honor and Remember - Arizona

Online Registration at www.HonorandRemember.org/events
For more information contact: Laura@HonorandRemember.org ~ or
Paulette @ 928-458-0327



Perpetually Recognizing the Sacrifice of Our Military Fallen Heroes and their Families

2nd Annual Honor and Remember

Memorial Day Event

Monday, May 30, 2016 @ 2:00 p.m.

Recognizing Arizona's Military Fallen Heroes

Prescott Valley Civic Center, 7501 E. Civic Circle, Prescott Valley, AZ

Appetizers prepared by U.S. Vets Culinary Team

Special Guests:

Congressman Gosar, Prescott Valley Mayor, Harvey Skoog, (TBD) Prescott Mayor, Harry Oberg, Chino Valley Mayor, Cottonwood Mayor, Veterans Memorial Pipers Corps,

www.HonorandRemember.org

For more information: Paulette Martone 928-458-0327

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TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting **Item No. 2. c.**

Meeting Date:	04/12/2016
Contact Person:	Liz Hart, Deputy Town Clerk/Records Technician Phone: 928-636-2646 x-1210
Department:	Council
Estimated length of Staff Presentation:	None
Physical location of item:	N/A

AGENDA ITEM TITLE:

Proclamation declaring April 21, 2016 as "PowerTalk 21® Day," sponsored by Mothers Against Drunk Driving Arizona. (Mayor Chris Marley)

Attachments

Proclamation PowerTalk 21

Office of the Mayor

202 N. State Route 89
Chino Valley, AZ 86323
(928) 636-2646

PROCLAMATION

PowerTalk 21® Day – April 21, 2016

Whereas, *the Town of Chino Valley recognizes the importance of parents talking with their children about alcohol in order to reduce the risks and dangers posed to children and communities; and*

Whereas, *high school students who use alcohol or other substances are five times more likely to drop out of school or believe good grades are not important; and*

Whereas, *27 percent of middle school students try alcohol before graduating from 8th grade, significantly increasing the risk that they will develop alcohol problems later in life; and*

Whereas, *teen alcohol use kills 4,700 people each year, more than all other illegal drugs combined; and*

Whereas, *the majority of kids say their parents are their primary influence when it comes to decisions about drinking alcohol; and*

Whereas, *PowerTalk 21® day, started by Mothers Against Drunk Driving® (MADD) in 2011, is established on April 21, 2016, to encourage parents and caregivers to embrace their important role in influencing America's youth and their decisions about drinking alcohol; and*

Whereas, *to equip parents to talk with their teens about alcohol, MADD Arizona on April 21 will host Power of Parents® workshops to give parents the tools to effectively talk with their children about alcohol to protect them; and*

Whereas, *I urge all citizens to join in the local and national efforts to raise awareness of the importance of parents and children talking together about alcohol to reduce the risks and dangers posed to children and communities; and*

Now, Therefore, *I, Chris Marley, Mayor of the Town of Chino Valley, do hereby proclaim April 21st as PowerTalk 21® Day in Chino Valley, Arizona, and urge all of our citizens to recognize this observance.*

In Witness Whereof, *I have hereunto set my hand and caused the Seal of the Town of Chino Valley to be affixed this 12th day of April 2016.*

_____
Chris Marley, Mayor

ATTEST: _____
Jami C. Lewis, Town Clerk

TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting **Item No. 2. d.**

Meeting Date:	04/12/2016
Contact Person:	Cecilia Grittman, Assistant Town Manager Phone: 928-636-2646 x-1202
Department:	General Services
Estimated length of Staff Presentation:	5 minutes
Physical location of item:	N/A

AGENDA ITEM TITLE:

Proclamation declaring April 2015 "Fair Housing Month." (Cecilia Grittman, Assistant Town Manager)

SITUATION & ANALYSIS:

One of the requirements for Federal Housing dollars (such as the CDBG grant, or the Housing Rehab grant), is for a governmental entity receiving the funds to declare the month of April as "Fair Housing Month." The Town has done this consistently every year. We also had a representative from the SW Housing spend an afternoon in our community to address any fair housing issues a citizen may face.

Attachments

Proclamation Fair Housing Month

Office of the Mayor

202 N. State Route 89
Chino Valley, AZ 86323
(928) 636-2646

PROCLAMATION

FAIR HOUSING MONTH
APRIL 2016

***Whereas**, The Civil Rights Act of 1968 (The Fair Housing Act) and the Fair Housing Amendments Act of 1988 ensure full and fair access to housing opportunity; and*

***Whereas,** April 2016 marks the 47th Anniversary of the signing of the Fair Housing Act; and*

***Whereas,** shelter is a basic human need and when shelter is denied, the quality of human life is greatly diminished; and*

***Whereas**, people must not be denied equal access to and enjoyment of housing because of race, color, national origin, religion, sex, disability or familial status; and*

***Whereas,** the Town of Chino Valley recognizes and values the efforts of those who seek to reduce barriers to full and fair housing opportunity; and*

***Whereas,** April is designated nationally as Fair Housing Month;*

***Now, Therefore,** I, Chris Marley, Mayor of the Town of Chino Valley, do hereby proclaim **April** as **Fair Housing Month** in Chino Valley, Arizona, and encourage all citizens to work for equal housing opportunity in our own communities.*

In Witness Whereof,** I have hereunto set my hand and caused the Seal of the Town of Chino Valley to be affixed this **12th** day of **April 2016.

_____
Chris Marley, Mayor

ATTEST: _____
Jami C. Lewis, Town Clerk

TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting **Item No. 6. a.**

Meeting Date: 04/12/2016

Contact Person: Jami Lewis, Town Clerk
Phone: 928-636-2646 x-1208

Department: Town Clerk

Item Type: Consent

AGENDA ITEM TITLE:

Consideration and possible action to accept the March 8, 2015 regular meeting minutes. (Jami Lewis, Town Clerk)

RECOMMENDED ACTION:

Accept the March 8, 2015 regular meeting minutes.

Attachments

March 8, 2016 minutes

D R A F T

MINUTES OF THE REGULAR MEETING
OF THE TOWN COUNCIL OF THE TOWN OF CHINO VALLEY

TUESDAY, MARCH 8, 2016
6:00 P.M.

The Town Council of the Town of Chino Valley, Arizona, met for a Regular Meeting in the Chino Valley Council Chambers, located at 202 N. State Route 89, Chino Valley, Arizona, on Tuesday, March 8, 2016.

Present:	Mayor Chris Marley; Vice-Mayor Darryl Croft; Councilmember Susie Cuka; Councilmember Jack Miller; Councilmember Corey Mendoza; Councilmember Lon Turner
Absent:	Councilmember Mike Best
Staff Present:	Town Manager Robert Smith; Assistant Town Manager Cecilia Grittman; Town Attorney Phyllis Smiley; Finance Director Joe Duffy; Police Chief Chuck Wynn; Police Lieutenant Vince Schaan; Police Officer Jody Villalobos; Assistant Public Works Director/Town Engineer Michael Lopez; Utility/Recreation Supervisor Chris Bartels; Development Services Director Ruth Mayday; GIS/CAD/Web Technician Jan Mazy; Deputy Town Clerk Liz Hart; Town Clerk Jami Lewis (recorder)

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

Mayor Marley called the meeting to order at 6:00 p.m.

Town Attorney Phyllis Smiley attended the meeting via Skype.

2) INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

a) Presentation by the Mayor's Ad Hoc Old Home Manor Recreation Committee. (Chris Marley, Mayor)

Mayor Marley reviewed:

- The Old Home Manor ("OHM") Committee's purpose and members.
- A proposed intake process for groups desiring to use space at OHM.
- Current and proposed future uses at OHM, proposed equestrian uses, and potential shared uses, such as parking and restroom facilities.

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. 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 criticism.

Todd League with Overflow Coffee spoke about another accident at Road 1 North and State Route 89 and his hope that the Road 1 North signal project scheduled for 2018 will be moved up.

Amanda Cordova with El Charro Norte spoke about her inability to have business signage on the highway due to Town regulations.

4) 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.

5) 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.

a) Status reports by Mayor and Council regarding current events.

Vice-Mayor Croft spoke about the Citizen's Academy that started last week.

b) Status report by Town Manager Robert Smith regarding Town accomplishments, and current or upcoming projects.

Mr. Smith reported on the 2016 election and upcoming Home Rule presentations and public hearings.

6) 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.

MOVED by Vice-Mayor Darryl Croft, seconded by Councilmember Jack Miller to approve consent agenda items 6a and b.

Vote: 6 - 0 PASSED - Unanimously

a) Consideration and possible action to accept the February 9, 2016 regular meeting minutes. (Jami Lewis, Town Clerk)

b) Consideration and possible action to accept the February 16, 2016 regular meeting minutes. (Jami Lewis, Town Clerk)

7) ACTION ITEMS

The Council may vote to recess the public meeting and hold an Executive Session on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of discussion or consultation for legal advice with the Town Attorney. Executive sessions are not open to the public and no action may be taken in executive session .

a) Consideration and possible action to direct staff to develop a land use agreement with the Chino Valley Equestrian Association for use of current Rodeo Grounds at Old Home Manor ("OHM"), as well as develop a longer term lease for an additional 80 acres of land at OHM. (Cecilia Grittman, Assistant Town Manager)

Recommended Action: Direct staff to develop a land use agreement with the Chino Valley Equestrian Association for use of current Rodeo Grounds at Old Home Manor, as well as develop a longer term lease for an additional 80 acres of land at OHM.

Councilmember Cuka declared a conflict of interest, as she was the president of the equine association, and recused herself from this item.

Mr. Bartels reported that the Chino Valley Equestrian Association ("Association"), a pending non-profit, had been working with the OHM Committee and staff to resurrect the rodeo grounds as an equine and events facility. There was limited accessibility to infrastructure at the site, but staff intended to work with stakeholders to mitigate infrastructure expenses.

Danielle Feller, Association board member, spoke about an explosion of interest in equine events in Chino Valley, committees being formed, and producers already wanting to schedule events.

Gary Gang, Association board member, presented the results of an equine survey demonstrating the need for this type of facility in the area.

Sergio Martinez, equestrian center architect, presented a proposed facility design, economic impact analysis, anticipated management and operations issues and costs, and potential users. He then responded to several questions by Council:

- 99.9% of such facilities owned by a municipality were non-profit.
- The estimated cost for the whole facility was $4.5 to $5 million, which would be phased depending upon funding. The covered arena, the largest ticket item, was $1.5 million.
- The Association was looking for the facility to be self-sufficient without any financial help from the Town.
- Until the Town had infrastructure, the Association could use portable water and lights to get started soon.

MOVED by Vice-Mayor Darryl Croft, seconded by Councilmember Lon Turner to direct staff to develop a land use agreement with the Chino Valley Equestrian Association for use of current Rodeo Grounds at Old Home Manor, as well as develop a longer term lease for an additional 80 acres of land at OHM with the stipulation that all development and design go back to the engineering department.

Vote: 5 - 0 PASSED

Other: Councilmember Susie Cuka (RECUSE)

Mayor Marley recessed the meeting at 6:59 p.m. and reconvened it at 7:11 p.m., at which time Councilmember Cuka returned to the dais.

b) Consideration and possible action to amend the Town Code and Unified Development Ordinance of the Town of Chino Valley to reflect proposed changes in requirements for connections to the Town's sanitary sewer system. (Ruth Mayday, Development Services Director)

Recommended Action: Amend the Town Code and Unified Development Ordinance of the Town of Chino Valley to reflect proposed changes in requirements for connections to the Town's sanitary sewer system.

Ms. Mayday reviewed Council's preferences based on their last discussion, as well as further recommendations by staff for the Code amendments.

Mandatory connections

- *Council preferences:* (i) Mandatory connection if extension is within 400 feet of commercial property; non- mandatory for residential; (ii) Mandatory connection for new commercial construction within 400 feet; (iii) Reduce connection fees to 50% of actual cost during construction; and (iv) Apply to all current and future projects.
- *Staff recommendations:* (i) Incentivize residential connections; (ii) Mandate connection for multi-family housing to keep multi-family housing near SR 89; and (iii) Include existing residential connection cost in financing; amortize fees over 10 years at 5%; require payoff at transfer of ownership.

Triggers for Mandatory Connection

- *Council preferences:* (i) No mandatory connection for sewer failure; and (ii) Mandatory for new construction within 400 feet of property line.
- *Staff recommendations:* (i) Mandatory connection for failures within 400 feet of the existing main; and (ii) Mandatory connection for remodel/addition increases of fixture units by 50%.

Ms. Mayday reviewed state and county triggers for mandatory connection. The Town currently operated under a county, municipal, or sanitary district ordinance requiring connection.

Suzanne Ehrlich with the Yavapai County Development Services Environmental Unit reported that:

- ADEQ rules dictated that septic repairs relating to the tank, distribution box, or trenches or leach lines needed a permit.
- If a system failed and the sewer was to the property line, the state mandated connection.
- If Town staff provided a list of Town parcels potentially affected by sewer, County staff could flag those parcels in their system.

Ms. Ehrlich, staff and Council discussed:

- Homeowners' options for when a septic needed expanding, especially on lots with configuration issues.
- Safe yield considerations.

- Stipulating lot sizes for mandatory connection.
- Issues associated with remodeling and additions related to septics.
- Septic system "failure" and those being "unrepairable."

Council modified their preference to require mandatory connection for unrepairable septic system failures. They did not prefer staff's second recommendation relating to remodel/addition increases.

Incentives for New Developments

- *Council preferences:* (i) No dry-line installation at present—consider in the future; (ii) Require gravity for medium-density subdivisions; (iii) Incentives for connections should be considered on a case-by-case basis; and (iv) No septics for large commercial; package plant okay; prefer connection.
- *Staff recommendations:* (i) Require dry line installation at four dwelling units per acre for residential and for all commercial; (ii) Future sewer design shall expand gravity system; (iii) Size and scope of improvements is basis for incentives; and (iv) Package treatment plants and septic tanks should not be allowed for commercial.

Council and staff discussed:

- The Town Code currently not allowing any package treatment plants.
- Issues with elevations, gravity systems, and lift stations in the Town.
- Using sales tax reimbursement tools to rebate for off-site improvements.
- Most developers wanting sewer and water, not package plants or septics.
- Concern with large development off the highway and no access to sewer.
- Options for developments north of the gravity area marked by Granite Creek Lane.
- Bringing this item with the code amendments to the next meeting.

Ms. Smiley advised that these changes will also require Unified Development Ordinance amendments, and those will first need to go through the Planning and Zoning Commission public hearing process.

Council modified their preference to allow package plants north of Granite Creek Lane until sewer came by, at which point developments will have to connect.

MOVED by Vice-Mayor Darryl Croft, seconded by Councilmember Jack Miller to postpone a decision until the Code and UDO are amended and brought back before the Council.

Vote: 6 - 0 PASSED - Unanimously

c) Consideration and possible action to approve the Agreement for Professional Consulting Services with Lyon Engineering, Inc., for the preparation of engineering construction plans for the Center Street Sewer Main Extension project in the amount not to exceed $60,005.00. Funds to come from Sewer Enterprise Fund. (Michael Lopez, Acting Public Works Director/Town Engineer)

Recommended Action: Approve the Agreement for Professional Consulting Services with Lyon Engineering, Inc., for the preparation of engineering construction plans for the Center Street Sewer Main Extension project in the amount not to exceed $60,005.00.

Mr. Lopez presented on this item:

- This project was associated with the WIFA loan refinance and running sewer to Mollie Rae subdivision.
- While Council had hoped to have the buy-in fees resolved before taking any more action on this item, the project was now reaching a critical timeframe.
- As the Town's procurement process was outdated, and would not be resolved in time for this item, and as Lyon was already intimate with the Mollie Rae project, staff was asking that Council exercise its authority to waive the bid process for this project,.
- Engineering costs had increased since last year, but they were still at the standard 10% of the total project.

Council preferred that no trenches be dug until the Code and UDO amendments were done. Staff stated that no trenches would be dug under this contract.

MOVED by Vice-Mayor Darryl Croft, seconded by Councilmember Corey Mendoza to waive procurent bid process and approve the Agreement for Professional Consulting Services with Lyon Engineering, Inc., for the preparation of engineering construction plans for the Center Street Sewer Main Extension project in the amount not to exceed $60,005.00.

Vote: 6 - 0 PASSED - Unanimously

d) Consideration and possible action to approve the Agreement for Professional Consulting Services with CivilTec Engineering, Inc., for the preparation of engineering construction plans for the Old Home Manor Industrial Park project in an amount not to exceed $196,185.00. Funds to come from EDA grant and accounted for in the Grants Fund. (Michael Lopez, Acting Public Works Director/Town Engineer)

Recommended Action: Approve the Agreement for Professional Consulting Services with CivilTec Engineering, Inc., for the preparation of engineering construction plans for the Old Home Manor Industrial Park project in an amount not to exceed $196,185.00.

Mr. Lopez presented on this item:

- Staff solicited Requests for Proposals (RFP) for this item and had two submittals, both of which were eligible.
- The EDA reviewed and approved the item, but as they did not approve Town staff performing the inspections, CivilTec was required to expand its original scope of work, increasing the cost by $27,000 over the amount requested in the agenda item.
- To accommodate the increase, staff will have to decrease expenses somewhere else—probably administration costs or contingencies—but they intended to do it in a way to keep as much pipe in the ground as possible.
- If the Town satisfied all these requirements now, the Town will be better positioned to work with the EDA in the future.

Town Attorney Smiley suggested, since the dollar amount was greater than the amount on the agenda, that Council not take action and bring it back on the March 22 consent agenda.

MOVED by Vice-Mayor Darryl Croft, seconded by Councilmember Corey Mendoza to postpone the decision on item (d) until the next meeting and place it on the consent agenda with the correct dollar amount.

Vote: 6 - 0 PASSED - Unanimously

8) EXECUTIVE SESSION

Council may vote to recess the Regular Meeting and hold an executive session, which will not be open to the public, for the following purposes.

9) ACTION ITEMS RESUMED

After the Executive Session, Council will reconvene the Regular Meeting.

10) ADJOURNMENT

MOVED by Councilmember Jack Miller, seconded by Vice-Mayor Darryl Croft to adjourn the meeting at 8:27 p.m.

Vote: 6 - 0 PASSED - Unanimously

_____
Chris Marley, Mayor

ATTEST:

_____
Jami C. Lewis, Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Town Council of the Town of Chino Valley, Arizona held on the 8th day of March, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 12th day of April, 2016.

_____
Jami C. Lewis, Town Clerk

TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting **Item No. 6. b.**

Meeting Date: 04/12/2016

Contact Person: Jami Lewis, Town Clerk
Phone: 928-636-2646 x-1208

Department: Town Clerk

Item Type: Consent

AGENDA ITEM TITLE:

Consideration and possible action to accept the March 15, 2015 study session minutes. (Jami Lewis, Town Clerk)

RECOMMENDED ACTION:

Accept the March 15, 2015 study session minutes.

Attachments

March 15, 2016 minutes

D R A F T

MINUTES OF THE STUDY SESSION
OF THE TOWN COUNCIL OF THE TOWN OF CHINO VALLEY

TUESDAY, MARCH 15, 2016
6:00 P.M.

The Town Council of the Town of Chino Valley, Arizona, met for a Study Session in the Chino Valley Council Chambers, located at 202 N. State Route 89, Chino Valley, Arizona, on Tuesday, March 15, 2016.

Present: Mayor Chris Marley; Vice-Mayor Darryl Croft; Councilmember Mike Best; Councilmember Susie Cuka; Councilmember Jack Miller; Councilmember Corey Mendoza; Councilmember Lon Turner

Staff Present: Town Manager Robert Smith; Assistant Town Manager Cecilia Grittman; Finance Director Joe Duffy; Human Resources Director Laura Kyriakakis; Assistant Public Works Director/Town Engineer Michael Lopez; Utilities Maintenance Technician David Jaime; Development Services Director Ruth Mayday; GIS/CAD/Web Technician Jan Mazy; Town Clerk Assistant Amy Lansa; Town Clerk Jami Lewis (recorder)

1) CALL TO ORDER; ROLL CALL

Mayor Marley called the meeting to order at 6:00 p.m.

2) Presentation and discussion regarding the Town's August 30, 2016 primary election and the Alternative Expenditure Limitation (Home Rule Option) ballot measure. (Joe Duffy, Finance Director; Jami Lewis, Town Clerk)

Mr. Duffy reviewed the ballot measure, including:

- History and purpose of the 1980 expenditure limitation initiative.
- Expenditure Limitation options and those used by other Arizona municipalities.
- State-imposed limit versus Home Rule.
- Difference between a "yes" and "no" vote.

Key points were:

- Chino Valley citizens had approved the Alternative Expenditure Limitation—Home Rule Option every four years from 1985 through the present.
- For the next four fiscal years, under the state limit, the Town could spend only approximately $9 million to provide services to the community, while under Home Rule, the Town could spend approximately $20 million.
- A "yes" vote will continue the Home Rule option for the next four years; a "no" vote will place the Town under the state-imposed limit for the next two years.

Ms. Lewis reviewed the Town's educational outreach plan for the ballot measure, including:

- Key dates and action steps related to hearings, formal ballot measure proposal, and voter

information pamphlet.
- Staff's role in educating Council, staff, and public, and prohibitions on staff regarding outreach.
- Council's role in outreach activities.
- Outreach materials used.

Council suggested that staff redefine "general government" on the Home Rule versus State Limit chart.

3) Presentation and discussion regarding potential savings by refunding the GADA 2007A and 2010 Excise Tax Bonds. (Joe Duffy, Finance Director)

Mr. Duffy reviewed the Town's debt history and the loans staff was proposing to refinance. The purpose of refinancing was to take advantage of lower interest rates. If the Town could not get a good interest rate, staff would not pursue the proposal. Based on a projected interest rate of 2.25%, the Town would save a total of $341,000 for a cash savings of $30,000 per year.

4) Presentation and discussion regarding the Performance Management and Evaluation Process. (Laura Kyriakakis, Human Resources Director)

Ms. Kyriakakis reviewed the forms, proposed process, and timeframes for the evaluation, as well as the differences between the annual performance evaluation and performance management, including strategic planning, setting and weighting goals, and common pitfalls.

Key points were:

- Mr. Smith's completed self-evaluation was forwarded to Council this afternoon.
- Each councilmember will complete a Performance Appraisal Form individually; then she will combine the responses into one presentation for the actual performance review with the whole Council. Councilmembers could use Mr. Smith's proposed goals and the 2014 strategic plan for suggested goals.

Council and staff discussed whether or not the councilmembers' comments should be compiled as a group or if their individual comments should be noted. Mr. Smith related that he desired feedback from them as individuals during the review process. Ms. Kyriakakis stated that she would include the councilmembers' initials on the evaluation points and comments.

5) Discussion regarding a reorganization to separate the positions of Director of Public Works and Town Engineer by adopting Ordinance No. 16-810 amending Town Code Title V Public Works, Chapter 50 General Provisions, Subchapter Utility Department, Section 50.15 Public Works Director; and approving a revision to the Town of Chino Valley Organizational Chart. (Councilmember Lon Turner; Councilmember Corey Mendoza)

Mr. Smith presented an overview of the Public Works Department's structures from 2012 until the present, and proposed changes. Key points were:
- The department's current structure did not fit with the Council's recent strategic planning goals, which had a strong public works emphasis. The Town needed the technical ability and management approach to accomplish the goals.
- As one person could not successfully lead the department's six major missions, staff proposed to hire a town engineer who would report to the public works director and

supervise streets, water, and sewer.
- The proposed structure was similar to several other communities surveyed.
- Town Code requirements were defined for the public works director, but not the town engineer position. The Town needed an engineer who had more operations knowledge so the public works director could lead the department and not be buried in daily utilities operations.

Council and staff discussed:

- The lack of personnel to keep up with the public works workload.
- Ensuring that any changes would not put current employees in a position that they were not prepared for.
- Other possible structures.
- The current acting public works director's technical skills and management approach.

Mayor Marley recessed the meeting at 7:51 p.m. and reconvened it at 7:59 p.m.

Acting Public Works Director/Town Engineer Lopez spoke about:

- His background, his experience with the Town and other entities, and what he had done since becoming acting director.
- Reasons for the proposed structure, where he was overloaded, and the need to hire or outsource to meet current demands.

Council and staff discussed:

- Operational distinctions between the public works director and town engineer positions, as well as other public works staff.
- The town manager hiring a town engineer before the restructuring was complete.

Mr. Smith stated that human resources was advertising for an engineer now, as they needed the professional support soon, but he would do more research if Council so requested. Staff supported this proposal and hoped for Council's support.

Council recommended that staff not make any changes until councilmembers reviewed the material and brought their comments back to a future meeting or study session.

6) ADJOURNMENT

MOVED by Councilmember Jack Miller, seconded by Councilmember Mike Best to adjourn the meeting at 8:39 p.m.

Vote: 7 - 0 PASSED - Unanimously

_____
Chris Marley, Mayor

ATTEST:

_____
Jami C. Lewis, Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Study Session of the Town Council of the Town of Chino Valley, Arizona held on the 15th day of March, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 12th day of April, 2016.

_____
Jami C. Lewis, Town Clerk

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TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting **Item No. 7. a.**

Meeting Date: 04/12/2016

Contact Person: Liz Hart, Deputy Town Clerk/Records Technician
Phone: 928-636-2646 x-1210

Department: Council

Item Type: Action Item

Estimated length of staff presentation: None

Physical location of item: N/A

AGENDA ITEM TITLE:

Consideration and possible action to modify the Council meeting invocation policy and practice.

RECOMMENDED ACTION:

Motion to modify the Council meeting invocation policy and practice as directed.

SITUATION AND ANALYSIS:

Issue Statement
Applicable "Policy"
Satisfaction of "Policy"
Summary of Issues and Staff Rationale
Findings of Fact

Fiscal Impact

Fiscal Impact?: None
If Yes, Budget Code:
Available:
Funding Source:

Attachments

Oath of Office
1st Amendment

OATH OF OFFICE

State of Arizona, County of Yavapai, I, name, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution and Laws of the State of Arizona; that I will bear true faith and allegiance to the same, and defend them against all enemies, foreign and domestic, and that I will faithfully and impartially discharge the duties of the Office of board/committee member of the Town of Chino Valley to the best of my ability, so help me God (or so I do affirm).

_____

name

State of Arizona)
§
County of Yavapai)

I, Liz Hart, Deputy Town Clerk, do hereby certify that on the _____ of _____, 2016, name duly affirmed his/her Oath of Office of board/committee member of the Town of Chino Valley, Yavapai County, Arizona, and that I administered said Official Oath.

_____

Liz Hart, Deputy Town Clerk

Amendment I

FREEDOM OF RELIGION, SPEECH, PRESS, ASSEMBLY, AND PETITION

Passed by Congress September 25, 1789. Ratified December 15, 1791. The first 10 amendments form the Bill of Rights

Congress shall make no law **respecting** an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the Government for a redress of grievances.

SELECT A CLAUSE OF THE FIRST AMENDMENT

CLAUSES OF THE FIRST AMENDMENT

What's this?

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TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting **Item No. 7. b.**

Meeting Date:	04/12/2016
Contact Person:	Joe Duffy, Finance Phone: 928-636-2646 x-1211
Department:	Finance
Item Type:	Action-Presentation
Estimated length of staff presentation:	10 minutes
Physical location of item:	N/A

AGENDA ITEM TITLE:

Public Hearing regarding Resolution No.16-1078 proposing an alternative expenditure limitation and referring it to the votes of the Town of Chino Valley.

RECOMMENDED ACTION:

Hold public hearing.

SITUATION AND ANALYSIS:

This is the second of two required public hearings on the alternative expenditure limitation (Home Rule).

Home Rule relates to the Town's budget process as prescribed by state law. All Arizona cities and towns are required to have a balanced budget where spending (expenditures) cannot exceed available income (revenues). State law also mandates an expenditure limitation amount, determined by the state, that the Town cannot exceed, regardless of its revenues unless the Town adopts and the voters of the Town approve either an alternative expenditure limitation (Home Rule) or a permanent base adjustment. The state-imposed expenditure limitation is determined by a state commission by using a formula based on revenue and expenditure levels from 1979 and adjusted based on increases in population. It does not take into account increased revenues and is, in fact, far below the revenue levels that the Town currently operates under. A municipality may, if the municipality's voters approve, adopt an alternative method for setting the municipality's expenditure limit ("alternative expenditure limitation").

There are 4 options that authorize municipalities to exceed their state-imposed expenditure limitation, as well as an Emergency Override option, which allows a municipality to exceed its expenditure limitation in the event of a disaster in which either the governor or the Town Council declares an emergency. The other options are:

- One-Time Override – Allows a city or town to exceed the state-imposed limitation for one year for a specific purpose. Voter approval is required.
- Capital Projects Accumulation – This option is most appropriate for communities where the

state-imposed limitation is sufficient except in the area of capital outlays. This option has become obsolete and is not being used by any Arizona municipalities. As the state-imposed limitation is not sufficient for the Town, staff does not recommend this option.

- Permanent Base Adjustment – Allows a municipality to permanently adjust the base that the state will use to calculate the expenditure limitation. Voter approval is required. If approved by the voters, the base used to determine the expenditure amount will not revert to the 1979 levels and will remain at the same level as approved by the voters until some other action is taken by the voters. As this option requires a longer term commitment staff believes the Town's citizens would prefer additional opportunities to be involved in the Town's budgeting process, staff is not recommending this option at this time. However, as the Town's financial condition continues to improve, staff may be proposing this option for approval by the voters in a 2018 election.
- Alternative Expenditure Limitation (Home Rule) – Allows a municipality to set a spending limit based upon current and projected revenues and local service demands. Voter approval is required and it is only effective for four years. If it is not approved again after four years, the expenditure limit reverts to the state-imposed limitation, based on the 1979 amounts. As this option appears to fit the community's needs the best at the present time, staff recommends that Council refer it to the Town's voters for approval at the August 30, 2016 primary election.

The Town currently operates under the Home Rule Option, which was originally approved in 1985, and has been approved every four years since. The Town's current Home Rule Option expires in 2017. If approved by the voters, the new Home Rule will become effective in the 2017-2018 fiscal year.

The Town Council has three possible options to propose to the voters:

- Propose an extension of the Home Rule Option for another 4 years;
- Propose another option;
- Propose nothing and revert to the default state-imposed expenditure limitation.

In order to adopt Home Rule, Council must hold two public hearings to hear public comment. After the second public hearing, Council must adopt, in a special meeting, a resolution (Exhibit "A") proposing Home Rule and placing it on a Town election ballot. The Home Rule proposition must be referred to the voters at a regular election at which candidates are nominated or elected to the Town Council. Staff therefore recommends that the proposal be placed on the August 30, 2016 primary election ballot.

For more information on the Home Rule Option, see the attachment – Frequently Asked Questions about Alternative Expenditure Limitation – Home Rule Option.

Finance staff has prepared the financial analysis required by law prior to placing the question before the voters. Those documents include a summary analysis, summary analysis worksheet, and a detailed analysis. These analyses contain the calculations for determining the state-imposed limitation and the projected AEL under the Home Rule option for the next four fiscal years. *NOTE: The figures in the exhibits described below have been updated from the March 22 agenda item due to receiving the final revised inflation figures from the state.*

The summary analysis delineates four things:

- The estimated expenditure limitation (or budget cap) that the Town will be allowed to expend for the next four fiscal years under the Home Rule Option (paragraph 2).
- The budgetary purposes (Town services and operations) for which the Town will use its expenditure authority (paragraph 3).
- The estimated expenditure limitation that the Town will be allowed to expend for the next four fiscal years under the state-imposed limitation (paragraph 4).

- The amount of revenues estimated to be available to fund the Town's operations (paragraph 5).

The summary analysis worksheet is used to compute the total expenditures under the state imposed limitation, which includes as its base the Town's revenues from 1979-80 and its 1978 population.

The detailed analysis includes:

- A synopsis of the summary analysis (paragraphs 2 & 3).
- The amounts estimated to be expended in specific areas for Town services and operations (1st table).
- Estimated revenues from federal, state, and local sources (2nd table).

All of this assumes that the revenues the Town receives will continue to be available as they have been for the past four years.

Should Council approve Resolution No. 16-1078 on April 12, 2016, staff will place the Home Rule proposal on the August 30, 2016 ballot. Should Council not approve the Resolution, the item will not be placed on the ballot and the Town's expenditure limitation will revert to the state-imposed limitation, effective July 1, 2017.

Fiscal Impact

Fiscal Impact?: Yes

If Yes, Budget Code:

Available:

Funding Source:

This item and a subsequent election, if approved by Council, will determine the Town's spending limit for the next two to four fiscal years.

Attachments

Home Rule FAQs

Final Summary Analysis

Final Summary Analysis Worksheet

Final Detailed Analysis

FREQUENTLY ASKED QUESTIONS

ALTERNATIVE EXPENDITURE LIMITATION – HOME RULE OPTION

What is the *Expenditure Limitation*?

- Chino Valley, like all cities and towns in Arizona, is required to have a balanced budget where spending (expenditures) cannot exceed available revenues.
- Additionally, in 1980, Arizona voters approved a constitutional amendment designed to limit the annual expenditures of all Arizona cities and towns. The law requires that each municipality cap its annual expenditures by adhering to a budgetary limit on its expenditures that is set by the state. This is known as the *state-imposed expenditure limitation*.
- As Arizona's municipalities began experiencing the growth that we still see today, with their revenues and budget demands growing, it became clear that the state formula, set according to the economic climate of the late seventies, no longer reflected the revenue and expenditure needs of a rapidly growing state.
- The Arizona Constitution was then amended to provide options to accommodate these growing financial needs. One of these options allows voters to authorize their city or town council to adopt an alternative method for setting their municipality's expenditure limit. This is known as the *Alternative Expenditure Limitation* (Home Rule).
- If the city or town has approved Home Rule, each fiscal year, the city or town council adopts an expenditure limitation in conjunction with adoption of its budget. Expenditures can not exceed that limitation, thereby creating the required balanced budget.

What are the Options authorized by law for a city or town to exceed its state-imposed expenditure limitation?

- Emergency Override – Provides for governor or city/town council to allow for expenditures in excess of the state-imposed limitation in the event of a disaster.
- One-Time Override – Allows a city/town to exceed the state-imposed limitation for one year for a specific purpose.
- Capital Projects Accumulation – This option is most appropriate for communities where the state-imposed limitation is sufficient except in the area of capital outlays. This option is not currently being used by any Arizona municipalities.
- Permanent Base Adjustment – Allows a municipality to permanently adjust the state's base expenditure amount used to formulate the municipality's expenditure limitation, rather than using 1979 as adjusted as required by the 1980 voter-approved proposition. Once approved by the voters, it does not expire.
- Alternative Expenditure Limitation (Home Rule) – Allows a municipality to set its own spending limitation based upon current and projected revenues and local service demands. It is effective for four years. At the end of the four-year term, if a new Home Rule is not approved by the voters, the expenditure limitation reverts to the state-imposed limitation.

MUNICIPALITIES & EXPENDITURE LIMITATIONS – 2016

STATE-IMPOSED	CAPITAL PROJECTS	PERMANENT BASE	HOME RULE
11	0	25	55

Why *Home Rule* for Chino Valley?

- Home Rule permits the Chino Valley Town Council to set a spending limit based upon local priorities instead of making budget decisions based on a state-imposed formula. Hence, budget decisions are made at "home."
- Home Rule does *not* enable the Town to spend more than the revenues it receives. Should the Town receive fewer revenues than budget projections, Town officials are required by law to reduce expenditures to maintain a balanced budget.
- Chino Valley operated under the state limitation until 1985, when Chino Valley citizens voted to approve the Home Rule Option for the first time. Chino Valley voters have extended the Home Rule Option every four years since then.
- The Town's current Home Rule expires in June 2017 and the Town Council will be asking the voters to extend it another four years at the Town's Primary Election on August 30, 2016.
- The Town is recommending the Home Rule Option over the other options, because it best fits the Town's current circumstances. More specifically:
    - The One-Time Override does not apply to the Town at this time.
    - The state-imposed limitation under the Capital Projects Accumulation is not sufficient for the Town at this time.
    - The Permanent Base Adjustment requires a longer term commitment, would bind future Town Councils, and tends to be more favorable during a stable economy.

What effect does Home Rule have on revenues and taxes?

- Home Rule does not increase or decrease the revenues that the Town receives from sales taxes and state shared revenues or from any other source.
- Home Rule has *no* impact on taxes or tax rates. It does not change the Town's sales tax rate.

What is the difference between Home Rule and the state-imposed limitation?

- The expenditure limitation was originally adopted in 1980 and the formula for the state limitation is based on revenues and population from 1979.
- While the state limitation for subsequent years permits increased spending limits using a population growth factor and an inflation factor, those factors are *not* calculated from *actual* revenues, population growth, or inflation.

- When the state limitation formula was originally developed in 1980, Chino Valley had a population of 2,400 and revenues of $255,094.
- As the Town has grown, so have its revenues, operating costs, and demand for services. Today, the Town has a population of about 11,000 and it projects to receive approximately $19,688,500 in revenues during fiscal year 2017-2018.

STATE LIMIT VS. HOME RULE – PROJECTIONS – 2017-2021

	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
State imposed expenditure limitation plus exclusions	$8,564,329	$9,172,407	$9,100,545	$9,345,848
Estimated revenues received from any source	$19,688,500	$21,149,050	$20,588,250	$21,047,150
Additional dollars available with Home Rule	$11,124,171	$11,976,643	$11,487,705	$11,701,302

<u>What happens if the voters APPROVE the Home Rule?</u>

- The Home Rule will remain in effect for the next four consecutive fiscal years.
- The voters will authorize the Council to set the Town's expenditure limitation based on current and projected revenues and needs while remaining within the broad budgetary limits prescribed by the state.
- The Town will adopt an expenditure limitation for the Town based on the Home Rule each of the four next fiscal years during the budget process.
- After four years, the Mayor and Council may ask the voters to extend it again or propose another alternative expenditure limitation or one of the other options available at that time.

<u>What happens if the voters DO NOT APPROVE the Home Rule Option?</u>

- The Town will lose the ability to set its budget based on current needs and revenues and will be required to limit Town expenditures to the state imposed formula for at least two consecutive fiscal years (until it can be approved by the voters at another election).
- Projections indicate that approximately 57% of the Town's overall budget for the next two years would have to be eliminated.
- Although the Town will still receive revenues approximating the estimates above, revenue amounts in *excess* of the state limitation will remain unavailable for two years, as state law will prevent the Town from expending those funds to provide general government services.

What do we need to know about voting on the proposal?

- The Town is proposing to place the proposal on the August 30, 2016 ballot.
- Registered voters will receive a voter information pamphlet with voting information, as well as much of the material presented here on Home Rule.
- Individuals or a group can file an argument for or against the Home Rule to be published in the voter information pamphlet. Submit arguments to the Town Clerk's office by June 1, 2016, notarized, and accompanied by an $80 submittal fee.

TOWN OF CHINO VALLEY, ARIZONA
ALTERNATIVE EXPENDITURE LIMITATION

(Home Rule Option)

SUMMARY ANALYSIS

The voters of the Town of Chino Valley in 2013 adopted an alternative expenditure limitation (Home Rule Option). The purpose of this election is for the continued use of the Home Rule Option.

Pursuant to the Arizona State Constitution, the Town of Chino Valley seeks voter approval to adopt a Home Rule Option to apply to the town for the next four years beginning in 2017-2018. Under the Home Rule Option if approved by the voters, the town estimates it will be allowed to expend approximately $19,688,500 in 2017-2018, $21,149,050 in 2018-2019, $20,588,250 in 2019-2020, and $21,047,150 in 2020-2021.

With approval of the Home Rule Option, the town will utilize the expenditure authority for all local budgetary purposes including; General Government; Grants; Public Safety; Parks & Recreation; Aquatics; Library; Senior Center; Magistrate; Prosecutor; Planning & Building; Public Works & Engineering; Roads; Water & Sewer Utilities; Capital Improvements; and Debt Service.

Under the state-imposed limitation, after considering the constitutionally allowed exclusions, the town estimates it will be allowed to expend approximately $8,617,101 in 2017-2018, $9,226,396 in 2018-2019, $9,147,352 in 2019-2020, and $9,399,993 in 2020-2021 for the operation of your local government.

The amount of revenue estimated to be available to fund the operation of your town government is $19,688,500 in 2017-2018, $21,149,050 in 2018-2019, $20,588,250 in 2019-2020, and $21,047,150 in 2020-2021. These revenue estimates are the same under the Home Rule Option or the state-imposed expenditure limitation.

Any and all dollar figures presented in this summary are estimates only and are based upon information available at the time of preparation of this analysis. The budget and actual expenditures in any of the four years may be more or less than expenditures noted above depending on available revenue.

If no alternative expenditure limitation is approved, the state-imposed expenditure limitation will apply to the town.

TOWN OF CHINO VALLEY, ARIZONA
ALTERNATIVE EXPENDITURE LIMITATION

(Home Rule Option)

SUMMARY ANALYSIS WORKSHEET

POPULATION FACTOR COMPUTATION

Fiscal Year	Prior Fiscal Year Population	÷	1978 Population	=	Population Factor
2017-2018	11,440	÷	2,400	=	4.7667
2018-2019	11,650	÷	2,400	=	4.8542
2019-2020	11,870	÷	2,400	=	4.9458
2020-2021	12,100	÷	2,400	=	5.0417

STATE-IMPOSED EXPENDITURE LIMITATION

Fiscal Year	1979-80 Base	x	Population Factor	x	Inflation Factor	=	Projected State-Imposed Expenditure Limitation	+	Estimated Exclusions	=	Total Expenditures Under State-Imposed Limit
2017-2018	$255,094	X	4.7667	X	2.9594	=	$3,598,503	+	$5,018,598	=	$8,617,101
2018-2019	$255,094	X	4.8542	X	3.0179	=	$3,736,998	+	$5,489,398	=	$9,226,396
2019-2020	$255,094	X	4.9458	X	3.0813	=	$3,887,504	+	$5,259,848	=	$9,147,352
2020-2021	$255,094	X	5.0417	X	3.1467	=	$4,046,995	+	$5,352,998	=	$9,399,993

TOWN OF CHINO VALLEY, ARIZONA
ALTERNATIVE EXPENDITURE LIMITATION
(Home Rule Option)
DETAILED ANALYSIS

Pursuant to the Arizona State Constitution, the Town of Chino Valley as authorized by Resolution No. 16-1078 passed on April 12, 2016 will seek voter approval to adopt an alternative expenditure limitation (Home Rule Option) to apply to the Town for the next four years beginning in 2017-2018.

Under a Home Rule Option if approved by the voters, the Town estimates it will be allowed to expend approximately $19,688,500 in 2017-2018, $21,149,050 in 2018-2019, $20,588,250 in 2019-2020, and $21,047,150 in 2020-2021.

With approval of the Home Rule Option, the Town will utilize the expenditure authority for all local budgetary purposes including: General Government; Grants; Public Safety; Parks & Recreation; Aquatics; Library; Senior Center; Magistrate; Prosecutor; Planning & Building; Public Works & Engineering; Roads; Water & Sewer Utilities; Capital Improvements; and Debt Service. We estimate that the expenditures for the next four years under the Home Rule Option will be as follows:

ESTIMATED AMOUNTS TO BE EXPENDED IN SPECIFIC AREAS

Purpose	2017-2018	2018-2019	2019-2020	2020-2021
General Government	$ 3,107,800	$ 3,211,500	$ 3,218,950	$ 3,297,350
Grants	3,500,000	3,800,000	3,500,000	3,500,000
Public Safety	2,869,800	2,921,200	3,023,150	3,052,400
Parks & Recreation	418,100	427,650	437,300	437,600
Aquatics	248,700	252,000	255,350	258,750
Library	318,200	323,650	329,200	334,850
Senior Center	260,350	265,700	271,150	276,650
Magistrate	278,300	284,300	289,900	295,600
Prosecutor	134,200	136,700	139,200	141,600
Planning & Building	548,900	558,450	568,450	578,650
Public Works & Engineering	125,750	128,100	130,500	132,950
Roads	940,250	1,004,550	1,019,100	1,070,950
Water & Sewer Utilities	2,212,900	2,203,650	2,213,750	2,211,500
Capital Improvements	3,983,500	4,746,050	4,263,250	4,464,150
Debt Service	741,750	885,550	929,000	994,150
Total Expenditures	$19,688,500	$21,149,050	$20,588,250	$21,047,150

If approved, the expenditures authorized will be funded from revenues obtained from federal, state and local sources. It is estimated that the amount of revenue from each source for the next four years will be as follows:

ESTIMATED AMOUNTS OF REVENUE FROM EACH AND ANY SOURCE

Source	2017-2018	2018-2019	2019-2020	2020-2021
Federal	$ 3,225,000	$ 3,525,000	$ 3,225,000	$ 3,225,000
State	4,391,500	4,514,500	4,639,500	4,769,500
Local	12,072,000	13,109,550	12,723,750	13,052,650
Total Revenues	$19,688,500	$21,149,050	$20,588,250	$21,047,150

PAGE 2
ALTERNATIVE EXPENDITURE LIMITATION
DETAILED ANALYSIS

In determining the revenue sources to fund the authorized additional expenditures under the alternative expenditure limitation, it is assumed that the federal, state and local revenues received by the Town will continue to be available in 2017-2018 as they have for the past four (4) years. Their continued availability is also assumed for the next three (3) consecutive years following 2017-2018.

Any and all dollar figures shown in this analysis are estimated figures only and are based upon information available at the time of preparation of this report. The budgets and actual expenditures in any given year may be more or less than the figures noted above depending on available revenues. The actual expenditure limitation for each fiscal year shall be adopted as an integral part of the budget for that fiscal year.

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TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting **Item No. 7. c.**

Meeting Date:	04/12/2016
Contact Person:	James Gardner, Associate Planner Phone: 928-636-2646 x-1295
Department:	Development Services
Item Type:	Action Item - Presentation
Estimated length of staff presentation:	10 minutes
Physical location of item:	868 Adams Dr., Chino Valley, AZ, 86323

AGENDA ITEM TITLE:

Consideration and possible action to adopt Ordinance 16-814, to rezone approximately 2.31 acres of real property, located at 868 Adams Dr., Chino Valley, Arizona, consisting of a portion of the North half and the Northeast quarter of Section 15, Township 16N, Range 02W, Gila and Salt River Base and Meridian (Yavapai County Assessor's Parcel number 306-20-103) from Single Family Residential, 2.5-acre minimum (SR-2.5) to Single Family Residential, 1-acre minimum (SR-1) zoning district. Applicant: Jeb Merlyn. Staff: James Gardner

RECOMMENDED ACTION:

This request will not have a detrimental effect on persons residing in the vicinity and is appropriate for the subject parcel and surrounding properties, given the proximity to other Single-Family Residential, 1-acre minimum (SR-1) zoning. Staff recommends approval of Ordinance 16-814, to rezone the parcel from SR-2.5 to SR-1.

Move to approve Ordinance No. 16-814, changing the zoning on approximately 2.31 acres of real property generally located at 868 Adams Drive from Single Family Residential 2.5-acre minimum (SR-2.5) to Single Family Residential, 1-acre minimum (SR-1) zoning district.

SITUATION AND ANALYSIS:

Issue Statement

The purpose of this request is to rezone subject parcel 306-20-103, consisting of approximately 2.31 acres. The subject parcel is located in Section 15, Township 16 North, Range 2 West of the Gila and Salt River Base and Meridian, Yavapai County, Arizona. The property is located at 868 Adams Dr., west of State Route 89, on the north side of Adams Dr. Surrounding zoning districts include SR-1 to the west, east, and south, and SR-2.5 to the north. This parcel sits approximately 600 feet west of State Route 89, where parcels are zoned CL in the area, as well as a single parcel zoned PL – the Arizona Department of Transportation's (ADOT) materials yard.

The property is zoned Single-Family Residential, 2.5-acre minimum (SR-2.5) and the applicant would like to rezone to Single-Family Residential, 1-acre minimum (SR-1). The applicant is interested in

rezoning the property to SR-1 for the purpose of splitting the parcel, adding a manufactured home to the vacant parcel created by the lot split, and renting that manufactured home to renters. The newly created parcel will be to the west of the existing home onsite, where the application/property owner resides.

Summary of Issues and Staff Rationale

History

The subject parcel, located north of Adams Dr., is part of an unrecorded "subdivision", known colloquially as Adams Acres. Adams Acres is bounded to the south by Adams Dr., the north by Road 3 North, the west by Road 1 East, and the east by the rear property line of the commercial properties fronting on State Route 89. (See Figure 1, in attached staff brief)

The surrounding parcels have been divided either prior to being in Town limits or without the benefit of a Town issued land split application – which was created with Ordinance number 443, passed on January 15, 2001. The surrounding properties consist primarily of one-acre parcels, with the exception of the parcels to the north and northeast, both of which are 2.5-acre parcels.

Discussion with Public Works on future water infrastructure improvements have indicated a possibility of a water line serving Adams Dr. in the future, once right-of-way is acquired for the entire length. Currently, the water will be served via a shared well with the existing home.

A neighborhood meeting was held on February 17, 2016, at which 3 neighbors were in attendance. One neighbor stated concern of water levels dropping, and the inclusion of another home on the parcel. This concern does not fall within our purview, however, due to the fact that the home is on an exempt well, and the well permit is issued by the Arizona Department of Water Resources (ADWR). The Planning and Zoning Commission unanimously voted on March 1, 2016, to forward the application to the Town Council with the recommendation of approval.

Findings of Fact

The subject parcel is zoned Single-Family Residential, 2.5-acre minimum (SR-2.5) and the applicant would like to rezone to Single-Family Residential, 1-acre minimum (SR-1).The request to rezone will not be materially detrimental to persons residing in the vicinity adjacent to the property, to the neighborhood, or to the public welfare. The request to rezone is in general conformance with the zoning classifications in the immediate area. The proposed rezone is in conformance with the General Plan's Future Land Use (FLU) Map, which identifies the State Route 89 corridor and all property between Road 1 East and Road 1 West as commercial/residential mixed use, and although this rezone will not contain any commercial uses, it will have a higher density residential use, which is called for the in the Town General Plan.

Fiscal Impact

Fiscal Impact?: None

If Yes, Budget Code:

Available:

Funding Source:

N/A

Attachments

Ordinance 16-814

Legal Description Exhibit A
Zoning Map
Site Plan
Staff Brief

ORDINANCE NO. 16-814

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CHINO VALLEY, ARIZONA, APPROVING A CHANGE OF ZONING AND AMENDMENT TO THE OFFICIAL ZONING MAP FOR APPROXIMATELY 2.31 ACRE(S) OF REAL PROPERTY GENERALLY LOCATED AT 868 ADAMS DRIVE, CHINO VALLEY, ARIZONA, FROM SINGLE-FAMILY RESIDENTIAL - 2.5 ACRE MINIMUM (SR-2.5) ZONING DISTRICT TO SINGLE-FAMILY RESIDENTIAL - 1 ACRE MINIMUM (SR-1) ZONING DISTRICT; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, PROVIDING FOR NON-SEVERABILITY; AND PROVIDING PENALTIES.

WHEREAS, the Town Council has determined that this amendment to the Official Zoning Map conforms with the Town of Chino Valley General Plan and any applicable Specific Area Plan, neighborhood, or other plan, and any overlay zoning district; and

WHEREAS, all required public notice was provided and all required public meetings and hearings were held in accordance with applicable state and local laws; and

WHEREAS, the Planning and Zoning Commission, by a vote of _7_-_0_ recommends approval of the rezoning;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Common Council of the Town of Chino Valley, Arizona, as follows:

Section 1. In General.

1. The Change of Zoning and amendment to the Official Zoning Map is hereby approved for property consisting of approximately 2.31 acre(s) of real property, as legally described in Exhibit A and as shown on the Zoning Exhibit (map) in Exhibit B (the "Property"), both attached hereto and incorporated herein by this reference, changing the zoning on the Property from Single-Family Residential - 2.5 Acre Minimum (SR-2.5) Zoning District To Single-Family Residential – 1 Acre Minimum (SR-1) Zoning District.

2. The Property described in Paragraph 1 of this Section shall be used and developed in accordance with the Town of Chino Valley Unified Development Ordinance

Section 2. Providing for Repeal of Conflicting Ordinances.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 3. Providing for Non-Severability.

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, then this entire ordinance is invalid and this ordinance shall have no force or effect.

Section 4. Providing for Penalties.

Any person found responsible for violating this Ordinance shall be subject to the civil sanctions and habitual offender provisions set forth in Sections 1.10 and 1.11 of the Town of Chino Valley Unified Development Ordinance. Each day a violation continues, or the failure to perform any act or duty required by this zoning ordinance, the Unified Development Ordinance or by the Town of Chino Valley Town Code continues, shall constitute a separate civil offense.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Chino Valley, Arizona this 12th day of April, 2016 by the following vote:

AYES: _____ ABSENT: _____

NAYS: _____ ABSTAINED: _____

APPROVED this 12th day of April, 2016.

_____
Chris Marley, Mayor

ATTEST:

_____
Jami C. Lewis, Town Clerk

APPROVED AS TO FORM:

_____
Phyllis L. N. Smiley, Town Attorney

The following exhibits are attached hereto and incorporated herein:

1. Exhibit A - Legal Description
2. Exhibit B - Zoning Exhibit (map)

I, JAMI C. LEWIS, TOWN CLERK, DO HEREBY CERTIFY THAT A TRUE AND CORRECT COPY OF THE ORDINANCE NO. 16-814 ADOPTED BY THE COMMON COUNCIL OF THE TOWN OF CHINO VALLEY ON THE 12th DAY OF APRIL, 2016, WAS POSTED IN THREE PLACES ON THE _____ DAY OF _____, 2016.

_____
Jami C. Lewis, Town Clerk

B: 4951 P: 415 2013-0022682 WD
04/18/2013 12:17:23 PM Page 2 of 2

Exhibit "A"

Lot 6 Adams Acres, an unrecorded plat of a portion of the North half of the Northeast quarter of Section 15, Township 16 North, Range 2 West, Gila and Salt River Base and Meridian, Yavapai County, Arizona. Said Lot 6 being more particularly described as follows:

COMMENCING at the Northeast corner of Section 15;

Thence South 00 degrees, 16 minutes, East along the East line of Section 15, 676.96 feet;

Thence South 89 degrees 53 minutes West parallel to the North line of Section 15, 990 feet to the True Point of Beginning;

Thence North 89 degrees 53 minutes East parallel to the North line of Section 15, 330 feet;

Thence North 00 degrees 16 minutes West parallel to the East line of Section 15, 338.49 feet;

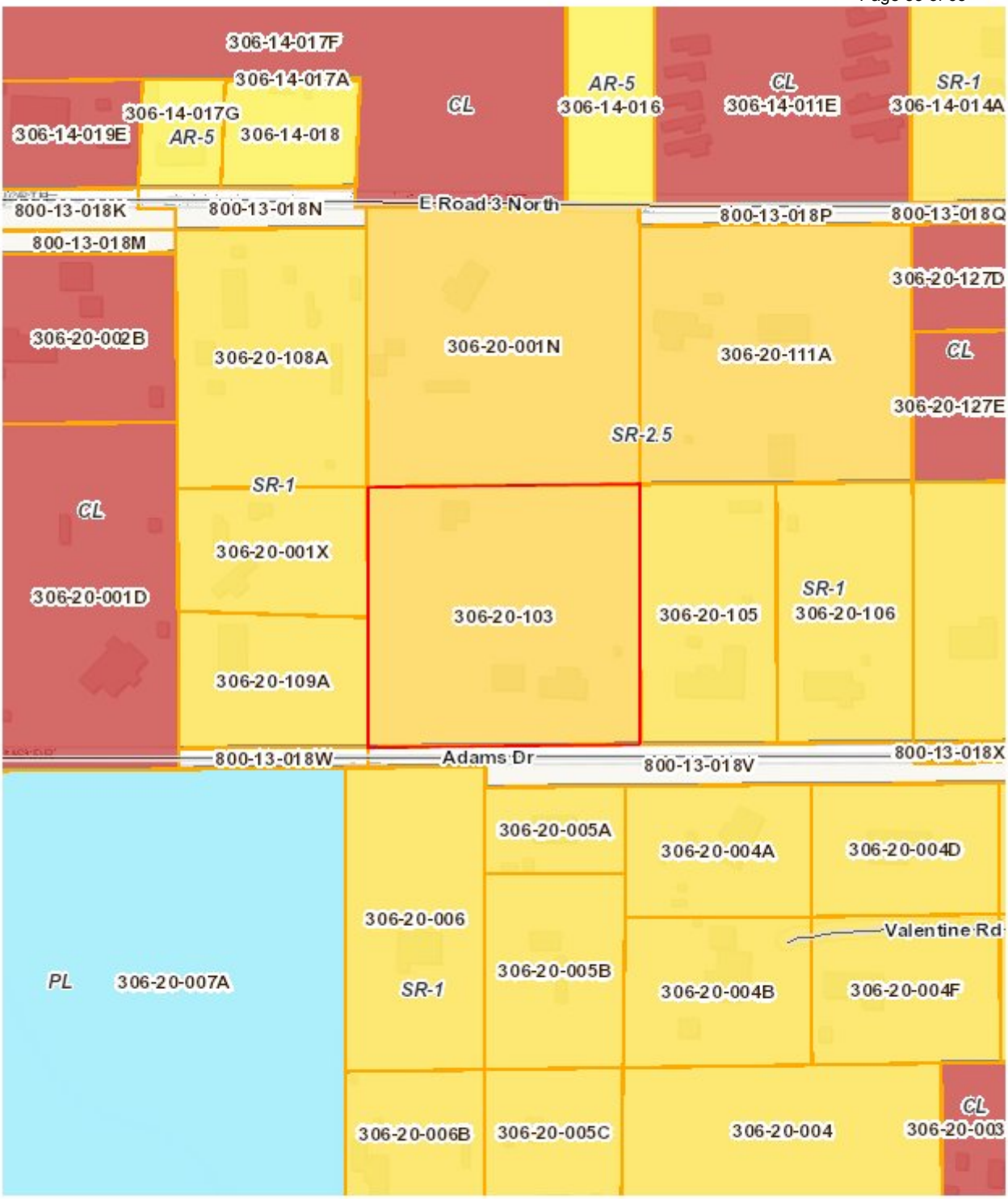
Thence South 89 degrees 53 minutes West parallel to the North line of Section 15, 330 feet;

Thence South 338.49 feet to the True Point of Beginning.

EXCEPT any part lying within the South 643.8 feet of the North half of the Northeast quarter of Section 15.

ALSO EXCEPT any portion of the above described property lying within that parcel of land described in Dedication of Public Highway recorded in Book 2364 of Official Records, page 11 and in Book 2368 of Official Records, page 960.

Z



Disclaimer: Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. The information is provided subject to the express condition that the user knowingly waives any and all claims for damages against Yavapai County that may arise from the use of this data.

Map printed on: 2.23.2016

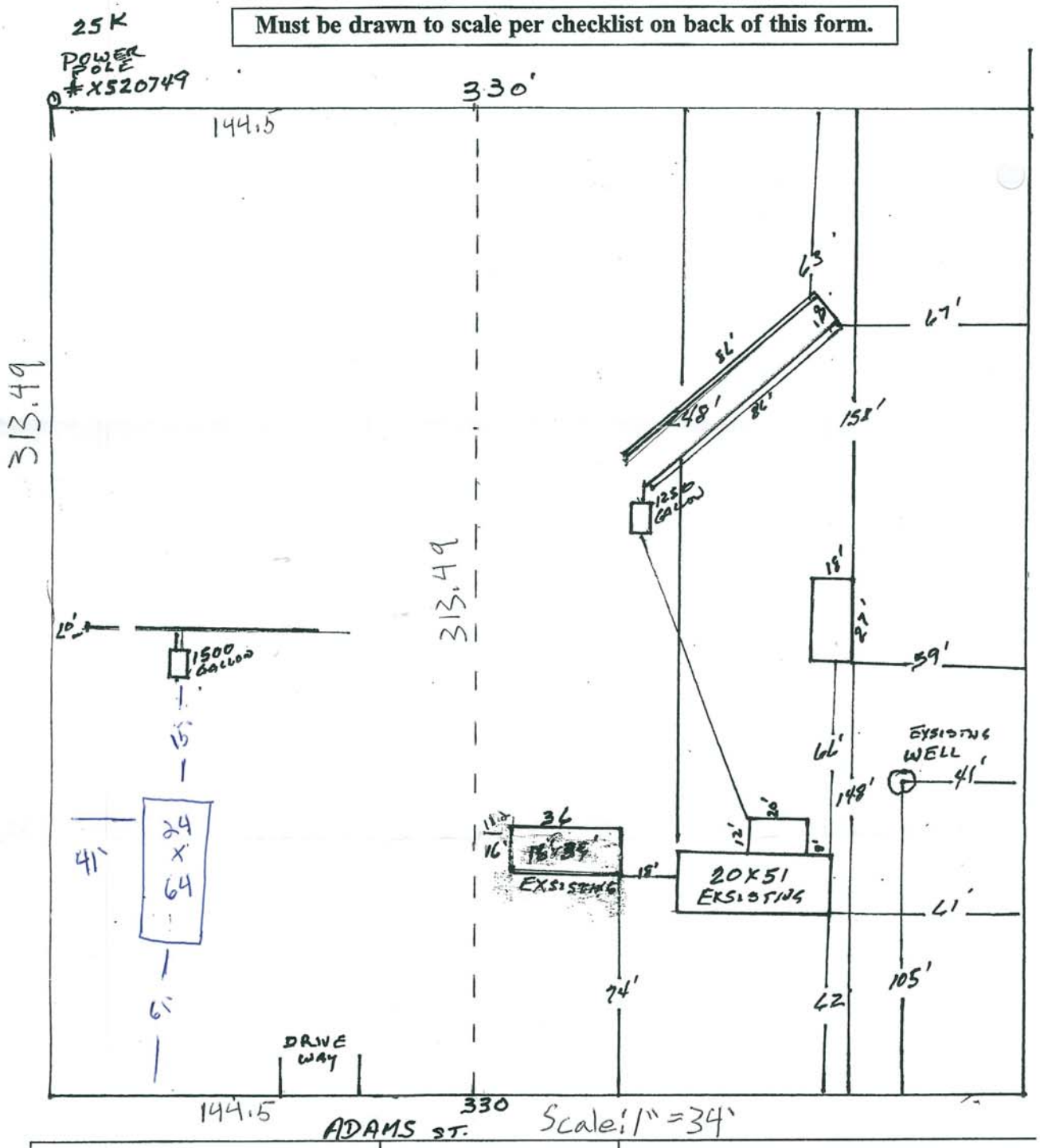
Yavapai County Coordinated Permit Process
Plot Plan Sketch and Affidavit

I certify that I am authorized by the property owner to make this application, that all information provided for this application is correct and that this plot plan, as part of the permit, indicates all structures (including fences, walls, and pads), correct property and building dimensions; setback distances; legal access and easements; road cuts; walls and/or any water course (including washes, drainage ditches etc.) on or within 50' ; 100' and 200' respectively of the property. We agree to conform to all applicable laws of this jurisdiction.

Signature _____ Date _____

Area Map for parcels exceeding 2 acres or with dimensions over 300' .

Must be drawn to scale per checklist on back of this form.



LAND USE APPROVAL BY:	DATE:	TOTAL SHIELDED LUMENS:

Development Services Department
1982 N. Voss Drive #203
Chino Valley, AZ 86323

928-636-4427
928-636-6937
www.chinoaz.net

Planning and Zoning Commission Staff Brief

Date: March 1, 2016

Agenda Item: ZC 16-001

Location: 868 Adams Dr.; Parcel #: 306-20-103

Summary

The purpose of this request is to rezone subject parcel 306-20-103, consisting of approximately 2.31 acres. The subject parcel is located in Section 15, Township 16 North, Range 2 West of the Gila and Salt River Base and Meridian, Yavapai County, Arizona. The property is located at 868 Adams Dr., west of State Route 89, on the north side of Adams Dr. Surrounding zoning districts include SR-1 to the west, east, and south, and SR-2.5 to the north. This parcel sits approximately 600 feet west of State Route 89, where parcels are zoned CL in the area, as well as a single parcel zoned PL – the Arizona Department of Transportation's (ADOT) materials yard.

The property is zoned Single-Family Residential, 2.5-acre minimum (SR-2.5) and the applicant would like to rezone to Single-Family Residential, 1-acre minimum (SR-1). The applicant is interested in rezoning the property to SR-1 for the purpose of splitting the parcel, adding a manufactured home to the vacant parcel created by the lot split, and renting that manufactured home to renters. The newly created parcel will be to the west of the existing home onsite, where the application/property owner resides.

History

The subject parcel, located north of Adams Dr., is part of an unrecorded "subdivision", known colloquially as Adams Acres. Adams Acres is bounded to the south by Adams Dr., the north by Road 3 North, the west by Road 1 East, and the east by the rear property line of the commercial properties fronting on State Route 89. (See Figure 1, below)

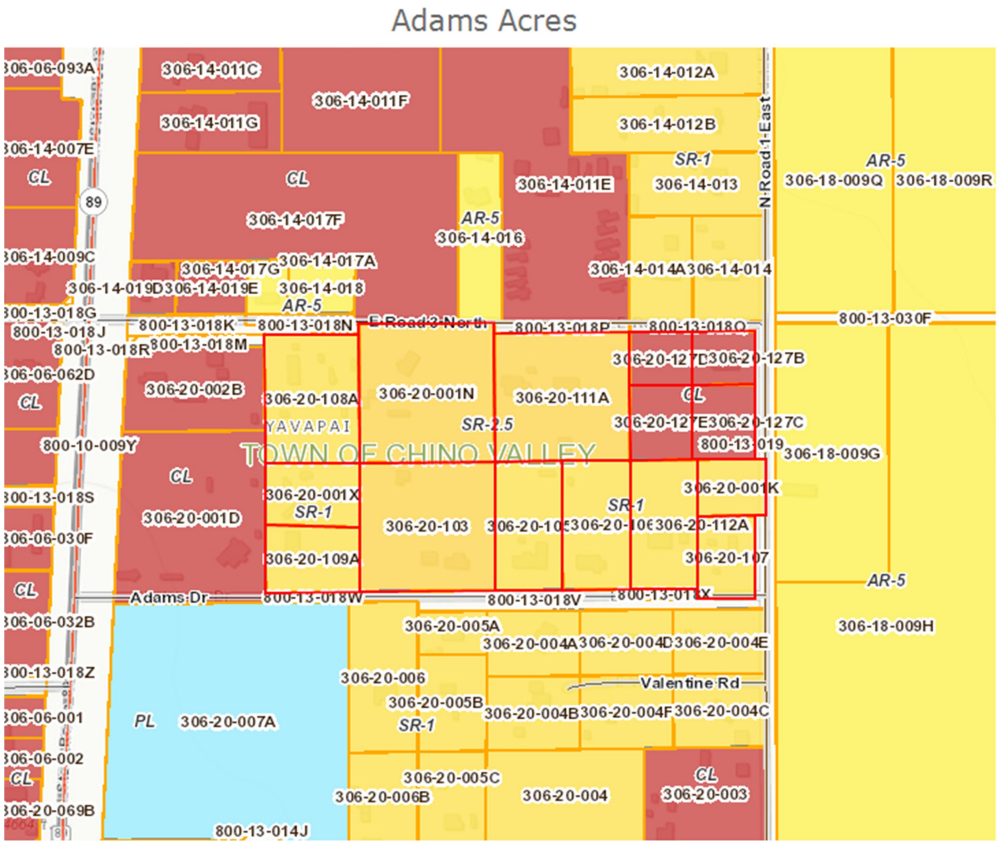


Figure 1, Adams Acres (parcels outlined in Red)

The surrounding parcels have been divided either prior to being in Town limits or without the benefit of a Town issued land split application – which was created with Ordinance number 443, passed on January 15, 2001. The surrounding properties consist primarily of one-acre parcels, with the exception of the parcels to the north and northeast, both of which are 2.5-acre parcels.

Discussion with Public Works on future water infrastructure improvements have indicated a possibility of a water line serving Adams Dr. in the future, once right-of-way is acquired for the entire length. Currently, the water will be served via a shared well with the existing home.

A neighborhood meeting was held on February 17, 2016, at which 3 neighbors were in attendance. One neighbor stated concern of water levels dropping, and the inclusion of another home on the parcel. This concern does not fall within our purview, however, due to the fact that the home is on an exempt well, and the well permit is issued by the Arizona Department of Water Resources (ADWR).

Technical Review

Technical Review was not required for this rezone – the proposed development is a single-family home, which does not require a technical review.

Development Services Department
1982 N. Voss Drive #203
Chino Valley, AZ 86323

928-636-4427
928-636-6937
www.chinoaz.net

Findings of Fact

The subject parcel is zoned Single-Family Residential, 2.5-acre minimum (SR-2.5) and the applicant would like to rezone to Single-Family Residential, 1-acre minimum (SR-1).The request to rezone will not be materially detrimental to persons residing in the vicinity adjacent to the property, to the neighborhood, or to the public welfare. The request to rezone is in general conformance with the zoning classifications in the immediate area.

Recommendation

This request will not have a detrimental effect on persons residing in the vicinity and is appropriate for the subject parcel and surrounding properties, given the proximity to other Single-Family Residential, 1-acre minimum (SR-1) zoning.

Staff recommends approval of Ordinance 16-814, to rezone the parcel from SR-2.5 to SR-1.

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TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting **Item No. 7. d.**

Meeting Date:	04/12/2016
Contact Person:	Michael Lopez, Assistant Public Works Director/Town Engineer Phone: 928-636-2646 x-1226
Department:	Public Works
Item Type:	Action Item
Estimated length of staff presentation:	5 minutes
Physical location of item:	Town of Chino Valley Library

AGENDA ITEM TITLE:

Consideration and possible action to:

1. Review and conceptually approve a proposal by the Friends of the Library to construct an addition to the Library of approximately 400 square feet, for which the Friends of the Library will bear all costs of design and construction, unless otherwise authorized by the Town Council; and
2. Authorize the Town of Chino Valley Public Works Department to facilitate the relocation of existing utilities (gas and water) prior to the construction of the Library Expansion in an amount not to exceed $7,500.00.

RECOMMENDED ACTION:

Move to:

1. Approve in concept the Friends of the Library's proposal to construct an addition to the Library of approximately 400 square feet with the Friends to pay all design and construction costs except as otherwise authorized by the Town Council; and

2. Authorize the Town of Chino Valley Public Works Department to facilitate the relocation of existing utilities for the construction of the Library Expansion in an amount not to exceed $7,500.00.

SITUATION AND ANALYSIS:

Issue Statement

The Town of Chino Valley owns the Library building. The Friends of the Library ("Friends") is a 501(c)(3) organization that assists the Library and raises money to support Library activities. To raise money for the Library, the Friends sells books on Amazon.com. To continue the sales, the Friends needs more space and would like a dedicated area to use at the Library. The Friends have proposed to construct an addition to the Library building of approximately 400 square feet, for which the Friends will bear all costs of design and construction unless otherwise authorized by the Town Council.

Summary of Issues and Staff Rationale

Members of Staff have been working with the Friends to assist in the Friends' proposal to expand the

existing Library building to facilitate the Friends' efforts to raise money for the Library by selling books on Amazon.com that are either duplicates or not needed by the Library for other reasons. The Friends are willing to pay for architectural and design plans and construction services for the addition. Without formal Town approval, the Friends engaged an architect to design the addition. Staff prepared the necessary civil plans and cost estimates to determine the scope of services required to relocate the existing utilities for the new Library Storage Facility Expansion.

The Friends' architect obtained construction bids or estimates without review of the bid packet, process or proposed contract by the Town Attorney. The architect chose a local contractor to construct the addition. The Town Attorney is now reviewing the process to ensure that it complies with all applicable statutory and Town procurement requirements for public buildings. If the requirements were not met, the project may need to be re-bid. If the Council conceptually approves the project, the Town Attorney will prepare, for Council's approval, an agreement with the Friends setting forth the responsibilities of the Town and the Friends with respect to the project and authorizing the Friends' use of the space for its fundraising efforts after construction is completed. We anticipate having these agreements ready for Council approval on April 26.

In the meantime, the project, as designed by the architect, will require the gas and water lines to the Library to be relocated on Town Property. These utility relocations must occur prior to the construction of the addition. The Public Works Department proposes to do some of the work in-house and engage subcontractors to do a portion of the work. Approval by the Council will authorize the Public Works Department to proceed with the work with funding coming from the Town's contingency fund. Staff is requesting approval of the relocation efforts in order to keep the project moving while the Town Attorney reviews the documents prepared to date and prepares an agreement between the Town and the Friends for Council's approval.

Findings of Fact

The Town Council finds that the Library expansion project as proposed by the Friends of the Library will be of benefit to the Library, the Town, and the residents of the Town and that the use of contingency funds in the amount proposed is a reasonable use of Town funds and will not be detrimental to the operations of the Town.

Fiscal Impact

Fiscal Impact?: yes

If Yes, Budget Code: 01-71-5241

Available: $7,500

Funding Source:

Funds to come from the Facilities Maintenance Budget.

Attachments

No file(s) attached.

TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting **Item No. 8. a.**

Meeting Date:	04/12/2016
Contact Person:	Phyllis Smiley, Town Attorney
Department:	Town Attorney
Estimated length of Staff Presentation:	None
Physical location of item:	N/A

AGENDA ITEM TITLE:

An executive session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with the Town Attorney in order to consider its position and instruct the Town Attorney regarding the Town's position in pending litigation or settlement discussions conducted in order to resolve litigation in the matter of Hatch v. Town of Chino Valley. (Phyllis Smiley, Town Attorney)

SITUATION & ANALYSIS:

N/A

Attachments

No file(s) attached.

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TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting **Item No. 8. b.**

Meeting Date:	04/12/2016
Contact Person:	Jami Lewis, Town Clerk Phone: 928-636-2646 x-1208
Department:	Town Clerk
Item Type:	Executive Session
Estimated length of staff presentation:	None
Physical location of item:	N/A

AGENDA ITEM TITLE:

An executive session pursuant to A.R.S. § 38-481.03(A)(1) for discussion or consideration of employment, assignment, salaries, or disciplining of Town Manager Robert Smith.

RECOMMENDED ACTION:

Recess the regular meeting and reconvene in executive session for the purpose stated in the Agenda.

SITUATION AND ANALYSIS:

An executive session pursuant to A.R.S. § 38-481.03(A)(1) for discussion or consideration of employment, assignment, salaries, or disciplining of Town Manager Robert Smith.

Fiscal Impact

Attachments

Evaluation form

TOWN OF CHINO VALLEY ARIZONA
Management Performance Appraisal Form

NAME: _____ JOB CLASSIFICATION: _____

DEPARTMENT: _____ DIVISION: _____

APPRAISAL PERIOD: From: _____ To: _____

Performance Ratings: (Unsatisfactory - 0) (Satisfactory - 1) (Above Satisfactory -2) (Not Rated -NR)

Performance Factors	Performance Rating	Comments
1. Job Knowledge - Current knowledge in the field of management of municipal government.		
2. Work Product - Work product is of high quality and quantity.		
3. Planning - Develops, organizes, and carries out plans to sustain and improve the organization.		
4. Communications - Communications are transmitted in a timely manner, in the correct format, and to the desired audience that easily understands the message. Listens attentively and acknowledges receipt of the message.		
5. Team Building - Is the team leader and is continually developing the skills and abilities of team members.		
6. Leadership - Models professionalism in dress and actions and motivates his/her subordinates and others to greater performance.		
7. Customer Service - Frequently interacts with citizens and interested business and non-profit organizations resulting in successful interventions and establishing positive relationships.		
8. Manager/Town Council Interactions - Communicates effectively with Town Council members, individually and at scheduled meeting, to inform and receive feedback.		
9. Financial Management - Develops budgets and establishes controls to monitor expenditures. Makes timely financial reports to the Council. Forecasts future financial needs and recommends methods for increasing revenues to meet these needs.		

TOWN OF CHINO VALLEY ARIZONA
Management Performance Appraisal Form

Performance Factors	Performance Rating	Comments
10. Economic Development - Establishes an economic development program to recruit business and industry. Trains staff and provides facilities in support of the economic development activities. Coordinates with Chamber of Commerce and other community leaders to facilitate the ED effort.		
11. Staffing -Ensures that the Town is properly staffed and that employee compensation and benefits are sufficient to retain employees within current financial constraints. Provides professional develop activities to increase staff productivity.		
12. Personal and Time Management - Devotes sufficient time to conduct the business and affairs of the Town. Efficiently manages the work load during office hours and attends meetings and other activities outside of regular work hours that benefit the Town. .		

Organizational Goals (Identify five (5) major goals for the appraisal period)

Goal	Level of Accomplishment
Goal #1:	
Goal #2:	
Goal #3:	
Goal #4:	
Goal #5:	

Appraiser: _____ Date: _____
Employee: _____ Date: _____
Appraiser and Employee may attach additional pages of constructive comments.

Town of Chino Valley

MEETING NOTICE
TOWN COUNCIL

REGULAR MEETING
Tuesday, April 12, 2016
6:00 P.M.

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

AGENDA

ACTION TAKEN

1. CALL TO ORDER, INVOCATION*; PLEDGE OF ALLEGIANCE; ROLL CALL

**An invocation will be given at the beginning of the meeting by a member of Council. Persons who do not wish to participate may remain in the lobby during the invocation and will be notified by Town staff when the invocation is finished. The Council will pause briefly to allow those in the lobby to enter before proceeding with the Pledge of Allegiance and the rest of the meeting.*

The invocation is solely the expression of the religious belief of the speaker and is not an endorsement of those beliefs by other Council members or by the Town of Chino Valley. Religion is a personal matter, independent of the function of government. The purpose of the invocation is to solemnize the legislative proceedings of the Council. It is not intended to advance, proselytize, disparage, or denigrate any other religion, belief, or non-belief or to coerce others to participate. No stigma or different treatment of persons who choose to participate or who choose not to participate will be tolerated.

2. INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

a. Presentation by Phil Goode regarding the Prescott Courthouse Veteran's Memorial update and memorial service. (Robert Smith, Town Manager) **HEARD**

b. Proclamation for the Honor and Remember organization, supporting efforts to establish a recognizable symbol to honor our Military fallen and their families. (Cecilia Grittman, Assistant Town Manager) **READ**

c. Proclamation declaring April 21, 2016 as "PowerTalk 21® Day," sponsored by Mothers Against Drunk Driving Arizona. (Mayor Chris Marley) **READ**

d. Proclamation declaring April 2015 "Fair Housing Month." (Cecilia Grittman, Assistant Town Manager) **READ**

3. CALL TO THE PUBLIC **HEARD**

Call to the Public is an opportunity for the public to address the Council on any issue within the jurisdiction of the Council 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 criticism.

4. 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.

a. Comments regarding Public Record Request inquiry. **REPORTED**

5. 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.

a. Status reports by Mayor and Council regarding current events. **NO ACTION**

b. Status report by Town Manager Robert Smith regarding Town accomplishments, and current or upcoming projects. **PRESENTED**

6. 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.

a. Consideration and possible action to accept the March 8, ~~2015~~ 2016 regular meeting minutes. (Jami Lewis, Town Clerk) **APPROVED**

b. Consideration and possible action to accept the March 15, ~~2015~~ 2016 study session minutes. (Jami Lewis, Town Clerk) **APPROVED**

7. ACTION ITEMS

The Council may vote to recess the public meeting and hold an Executive Session on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of discussion or consultation for legal advice with the Town Attorney. Executive sessions are not open to the public and no action may be taken in executive session .

a. Consideration and possible action to modify the invocation portion of the Council meeting. (Mayor Chris Marley) **MODIFIED***

Recommended Action: Modify the invocation as directed.

**Moved the location of the invocation to the executive chambers for Council-only prayer immediately preceding the Council meetings, followed by the Call to Order and Pledge of Allegiance, and directed staff to modify the existing agenda to reflect that change.*

b. PUBLIC HEARING regarding Resolution No.16-1078, proposing an extension of the alternative expenditure limitation—home rule option. (Joe Duffy, Finance Director) **HELD**

Recommended Action: Hold public hearing.

c. Consideration and possible action to adopt Ordinance 16-814, to rezone approximately 2.31 acres of real property, located at 868 Adams Dr., Chino Valley, Arizona, consisting of a portion of the North half and the Northeast quarter of Section 15, Township 16N, Range 02W, Gila and Salt River Base and Meridian (Yavapai County Assessor's Parcel number 306-20-103) from Single Family Residential, 2.5-acre minimum (SR-2.5) to Single Family Residential, 1-acre minimum (SR-1) zoning district. (Applicant: Jeb Merlyn) (James Gardner, Associate Planner) **APPROVED**

Recommended Action: Approve Ordinance No. 16-814, changing the zoning on approximately 2.31 acres of real property generally located at 868 Adams Drive from Single Family Residential 2.5-acre minimum (SR-2.5) to Single Family Residential, 1-acre minimum (SR-1) zoning district.

d. Consideration and possible action to: **APPROVED**

1. Review and conceptually approve a proposal by the Friends of the Library to construct an addition to the Library of approximately 400 square feet, for which the Friends of the Library will bear all costs of design and construction, unless otherwise authorized by the Town Council; and

2. Authorize the Town of Chino Valley Public Works Department to

facilitate the relocation of existing utilities (gas and water) prior to the construction of the Library Expansion in an amount not to exceed $7,500.00. (Michael Lopez, Acting Public Works Director/Town Engineer)

Recommended Action:
1. Approve in concept the Friends of the Library's proposal to construct an addition to the Library of approximately 400 square feet with the Friends to pay all design and construction costs except as otherwise authorized by the Town Council; and

2. Authorize the Town of Chino Valley Public Works Department to facilitate the relocation of existing utilities for the construction of the Library Expansion in an amount not to exceed $7,500.00.

8. EXECUTIVE SESSION

Council may vote to recess the Regular Meeting and hold an executive session, which will not be open to the public, for the following purposes.

a. An executive session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with the Town Attorney in order to consider its position and instruct the Town Attorney regarding the Town's position in pending litigation or settlement discussions conducted in order to resolve litigation in the matter of Hatch v. Town of Chino Valley. (Phyllis Smiley, Town Attorney) **HELD**

b. An executive session pursuant to A.R.S. § 38-481.03(A)(1) for discussion or consideration of employment, assignment, salaries, or disciplining of Town Manager Robert Smith. (Mayor Marley; Vice-Mayor Croft) **POSTPONED**

9. ACTION ITEMS RESUMED **NO ACTION**

After the Executive Session, Council will reconvene the Regular Meeting.

10. ADJOURNMENT

Dated this 7th day of April, 2016.
(Action Taken April 12, 2016)
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 711 (Telecommunications Arizona Relay Service) 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/agendacenter and in the Public Library and Town Clerk's Office.

CERTIFICATION OF POSTING

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

Date:_____ Time:_____ By:_____

Jami C. Lewis, Town Clerk