

**MINUTES OF THE PUBLIC MEETING  
TOWN COUNCIL APPOINTMENTS SUBCOMMITTEE  
TOWN OF CHINO VALLEY**

**THURSDAY JUNE 14, 2018  
4:00 P.M.**

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

**1) CALL TO ORDER**

Mayor Croft called the meeting to order at 4:01 p.m.

**2) ROLL CALL**

Present: Mayor Darryl Croft (Chair); Councilmember Mike Best

Absent: Vice-Mayor Lon Turner

Staff Present: Town Clerk Jami Lewis (recorder)

**3) APPROVAL OF MINUTES**

- a) Consideration and possible action to approve the March 13, 2018 public meeting minutes.

MOVED by Councilmember Mike Best, seconded by Mayor Darryl Croft (Chair) to approve the minutes from March 13, 2018.

**Vote:** 2 - 0 PASSED - Unanimously

**4) OLD BUSINESS**

- a) Consideration and possible action to approve revisions to the Planning and Zoning Commission interview questions.

Town Clerk Lewis reviewed the proposed draft changes, which arose from comments during recent interviews and to make some language clearer.

MOVED by Mayor Darryl Croft (Chair), seconded by Councilmember Mike Best to approve revisions to the Planning and Zoning Commission interview questions.

**Vote:** 2 - 0 PASSED - Unanimously

**5) NEW BUSINESS**

- a) Consideration and possible action to recommend appointments to the Board of Adjustment.

Staff Report summary:

- 4 expirations; 0 vacancies
- 2 applicants: 1 current member; 1 new applicant
- Committee status: 1 current member opted to not reapply for appointment and staff was unable to reach Marcus Walker who did not submit an application for reappointment. There will still be one vacancy if the recommended applicants are appointed.
- Staff recommendation: Recommend reappointment of Beverly Duffy and appoint Robert Switzer to 3-year term starting August 1, 2018; and reappoint Gwen Rowitsch to 1-year term starting August 1, 2018.

Councilmember Best stated that he saw Mr. Walker regularly and will find out if he is still interested. Mayor Croft suggested recommending reappointment now and then if he is not able to serve, he could formally resign.

Mayor Croft and Councilmember Best preferred to recommend appointment of Beverly Duffy, Marcus Walker, and Robert Switzer to a three-year term starting August 1, 2018, and Gwen Rowitsch to a one-year term starting August 1, 2018.

- b)** Consideration and possible action to recommend appointments to the Public Safety Retirement Board.

Staff Report summary:

- 2 expirations; 0 vacancies
- 2 applicants: 2 current members
- Committee status: As PSRB is a body that requires a particular skill set and experience level, citizen appointees are usually sought by association, rather than recruitment at large.
- Staff recommendation: Recommend reappointment of Cheri Romley and Vince Schaan to 4-year terms starting July 1, 2018.

Mayor Croft and Councilmember Best preferred to recommend appointment of Cheri Romley and Vince Schaan to 4-year terms starting July 1, 2018.

- c)** Consideration and possible action to recommend appointments to the Industrial Development Authority.

Staff Report summary:

- 0 expirations; 2 vacancies
- 1 applicant: 1 new applicant
- Committee status: There will still be 1 vacancy if the recommended applicant is appointed.
- Staff recommendation: Recommend appointment of John McCafferty to complete a 6-year term that started July 1, 2016.

Ms. Lewis stated that while Mr. McCafferty was also on the Planning and Zoning Commission, there would be no conflicts with him serving on this board as well.

Mayor Croft and Councilmember Best preferred to recommend appointment of John McCafferty to complete a 6-year term that started July 1, 2016.

- d) Consideration and possible action to recommend appointments to the Municipal Property Corporation.

Staff Report summary:

- 2 expirations; 1 vacancy
- 2 applicants: 2 current members
- Committee status: If the subcommittee was favorable with recommending John McCafferty to the Industrial Development Authority (IDA), staff suggested contacting him about serving on the Municipal Property Corporation (MPC) as well.
- Staff recommendation: (a) Recommend reappointment of Travis Bard and Jack Miller to 3-year terms starting July 1, 2018; and (b) Direct staff to contact John McCafferty about serving on the MPC, and if he is amiable, recommend appointing him to complete a 3-year term that started July 1, 2017.

Members and staff discussed finding someone new to fill the vacancy, but as both the IDA and MPC had the same members and finding new members was difficult, they did not object to staff contacting Mr. McCafferty.

Mayor Croft and Councilmember Best preferred to: (a) recommend reappointment of Travis Bard and Jack Miller to 3-year terms starting July 1, 2018; and (b) direct staff to contact John McCafferty about serving to complete a 3-year term that started July 1, 2017.

- e) Consideration and possible action to recommend appointments to the Parks and Recreation Advisory Board.

Staff Report summary:

- 2 expirations; 3 vacancies
- 9 applicants: 2 current members; 1 former member; 1 repeat applicant; 5 new applicants
- Committee status: One current member lived outside Town limits; one current member applying for reappointment lived outside Town limits; and 3 new applicants lived outside Town limits. Only 3 members residing outside Town limits are permitted. The staff liaison recommended Diego Mendez and Richard Coleman.
- Staff recommendation: Recommend appointment of Carrie Barnes, Todd League, and Diego Mendez to 2-year terms starting July 1, 2018; and Richard Coleman and Bea Coons to complete 2-year terms that started July 1, 2017.

Members reviewed the new applications and noted that Richard Coleman had been volunteering time on the Peavine Trail; Bea Coons had just completed the Citizens' Academy; and Diego Mendez had worked hard on the Mud Run.

Mayor Croft and Councilmember Best preferred to recommend appointment of Carrie Barnes, Todd League, and Diego Mendez to 2-year terms starting July 1, 2018; and Richard Coleman and Bea Coons to complete 2-year terms that started July 1, 2017.

- f) Consideration and possible action to recommend appointments to the Roads and Streets Committee.

Staff Report summary:

- 3 expirations; 0 vacancies
- 3 applicants: 3 current members
- Staff recommendation: Recommend reappointment of Robert Johan, Jack Miller, and James Wise to 3-year terms starting July 1, 2018.

Mayor Croft commented on the fact that some applications lacked resumes or summaries, and he preferred that new applicants be required to include some description of what they would bring to the position.

Mayor Croft and Councilmember Best preferred to recommend appointment of Robert Johan, Jack Miller, and James Wise to 3-year terms starting July 1, 2018.

- g)** Consideration and possible action to recommend appointments to the Senior Center Advisory Board.

Staff Report summary:

- 4 expirations; 0 vacancies
- 4 applicants: 4 current members
- Staff recommendation: Recommend reappointment of Nancy Best, Anita DeMello, Joyce English, and Kathy Farber to 2-year terms starting July 1, 2018.

Mayor Croft and Councilmember Best preferred to recommend appointment of Nancy Best, Anita DeMello, Joyce English, and Kathy Farber to 2-year terms starting July 1, 2018.

**6) ADJOURNMENT**

Submitted: June 18, 2018.

By: *Jami C. Lewis, Town Clerk*

Approved: January 8, 2019.