

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

**TUESDAY, JUNE 21, 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, June 21, 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; Human Resources Director Laura Kyriakakis; Development Services Director Ruth Mayday; Town Clerk Jami Lewis (recorder)

1) CALL TO ORDER; ROLL CALL

Mayor Marley called the meeting to order at 6:02 p.m.

2) Presentation by Climatec and discussion regarding an energy savings program for the Town. (Robert Smith, Town Manager)

Town Manager Smith introduced Brandon Woodward with Climatec and reported that:

- Climatec helped local governments and agencies provide energy efficiency for electrical savings. Staff began looking into this project two years ago.
- Mr. Woodward reviewed the Town's physical plant more than once, as well as LED and equipment subsidies through APS, and proposed a 10-year break-even period that paid for the construction project.
- After the initial proposal, staff asked Mr. Woodward about including relocation of certain ballfield light standards in the project to allow for tournaments and such.

(Councilmember Turner arrived at 6:04 p.m.)

Mr. Woodward introduced Lou Lagomarsino, Energy Tech, and presented the proposed program:

- Climatec developed self-funding building modernization energy-efficient projects for school districts and municipalities to: address unfunded maintenance needs; provide budget relief; reduce maintenance costs; and improve efficiency.
- The Town currently spent \$300,000 per year on energy use. This proposal would allow the Town to use maintenance and operations savings to fund the upgrades.
- The recommended upgrades included: LED lighting; occupancy sensors; building automation controls; HVAC replacements; APS utility rate analysis; and the possible option for ballfield lighting.

(Councilmember Miller arrived at 6:15 p.m.)

Mr. Woodward continued:

- Total facility improvements were estimated at \$500,000-\$700,000, with first year savings of \$60,000-\$80,000 and total lifecycle savings of \$1.5-\$2.0 million. Lifecycle was based on 10-15 years. Break-even would occur around year nine without the ballfield lights.
- Climatec had done such projects with the Chino Valley Unified School District and 40 municipalities or school districts across Arizona. He reviewed the CVUSD project.

Council, Mr. Woodward, and staff discussed:

- *APS utility rate changes:* Upcoming rate increases were factored into the project.
- *Savings numbers:* There were energy savings and operational savings, and there were some more components that needed to be identified before the final project could be presented.
- *Ballfield lights:* Staff wanted Council's feedback on the concept of including these in the project.
- *HVAC ductwork:* This was not included in the proposal, but they could inspect it and provide a quote.
- *Procurement:* The contract was structured as a lease, and the savings in the agreement were guaranteed. More often, rather than going out for bid, entities used cooperative purchasing through the SAVE (Strategic Alliance for Volume Expenditures) contract, in which the Town participated.

Council asked Mr. Woodward to provide detailed lifecycle savings and instructed staff to have Climatec evaluate the ballfield lights and bring final numbers.

- 3) Presentation, review and discussion of the first draft of the Strategic Plan 2016. (Ruth Mayday, Development Services Director)

Ms. Mayday led a review and discussion of the most recent draft of the 2016 Strategic Plan. She reported that, once outlined, staff will enter timelines on the objectives. Mr. Smith added that Council goals will be added in this format to the Strategic Plan.

Discussion topics included:

- *KRA 2, Goal 1-Industrial and Commercial Development Plan:* Proposed Central Business District and benefits other than tax abatement; reviewing this with the County Assessor; district boundaries; incentives for re-development; and Community facilities districts and enterprise zones related to Old Home Manor.
- *KRA 2, Goal 2-Road/Transportation Circulation Plan:* Alternate circulation for Road 2 North/SR 89 intersection; policy regarding multi-use paths; and protecting roads from separate trash trucks.
- *KRA 3, Goal 2-Citizen Engagement:* Monthly permit information on the web; monthly or quarterly reporting; other means to engage community; and community survey methods.
- *Strategic Plan in general:* Certain agenda items generated by the Strategic Plan; level of detail to include in the KRA action items and adding items as needed; refining the schedules quarterly; and how the Strategic Plan connected to the General Plan.
- *Other Strategic Plan elements:* Procurement process and how staff evaluated cost benefits, control points, and layers of management and control; possible opportunities for the community to participate in the decision-making process; and the public process with regard to Planning and Zoning Commission items.

Council asked staff to include a legend for abbreviations used in the charts.

Staff asked Council to provide comments on this draft to Ms. Mayday by July 12, and she will:

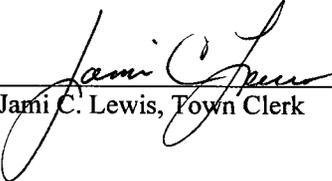
- Research Survey Monkey and other online and offline survey methods.
- Add trash truck issue to the roads improvement Goal.
- Bring back updated item for review on July 19.

4) ADJOURNMENT

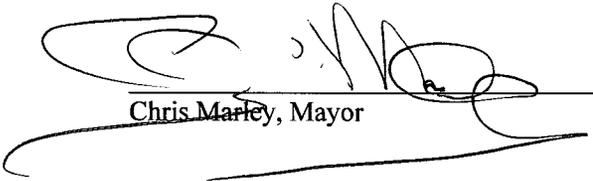
MOVED by Vice-Mayor Darryl Croft, seconded by Councilmember Jack Miller to adjourn the meeting at 7:29 p.m.

Vote: 7 - 0 PASSED - Unanimously

ATTEST:



Jami C. Lewis, Town Clerk

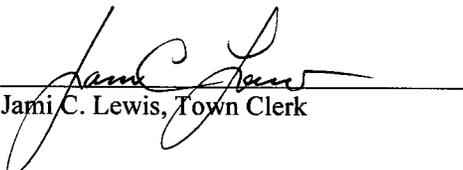


Chris Marley, Mayor

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 21st day of June, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 26th day of July, 2016.



Jami C. Lewis, Town Clerk