

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

**TUESDAY, SEPTEMBER 27, 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, September 27, 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 Gritman; Town Attorney Phyllis Smiley (via Skype); Finance Director Joe Duffy; Police Lieutenant Vince Schaan; Public Works Director/Town Engineer Michael Lopez; Development Services Director Ruth Mayday; Town Clerk Assistant Amy Pyeatt-Lansa; Town Clerk Jami Lewis (recorder)

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

Mayor Marley called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Mayor Marley called for a moment of silence in honor of the late former Councilmember Don Wojcik and the late former Town employee Emil Kalinich.

2) INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

- a) Yavapai College Community Update, presented by Steve Walker, Vice President for Advancement and Foundation.

Mr. Walker spoke about enrollment and tuition costs, programs, engineering grants, Chino Agribusiness Center, Regional Economic Development Center, and potential Chino Valley job fair.

- b) Quarterly update by Arlene Alen, Executive Director of the Chino Valley Area Chamber of Commerce.

Ms. Alen spoke about a new mission and vision, membership and retention, Visitor Center statistics, programs and services, and community events.

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.

County District 4 Supervisor Craig Brown spoke about the engineering study for the Center Street/Williamson Valley connector being done in a year.

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 desired community activities; school bus replacements; and Williamson Valley/Center Street connector.

Mayor Marley reported that this information was provided to the Town recreation department, school district, and county supervisor.

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.

Councilmember Best reported on CYMPO items: Road 1 North signal and SR 69 widening.

Councilmember Turner reported on the delivery schedule for the new screens for the wastewater treatment plant.

Mayor Marley reported on a recent Old Home Manor Recreational Committee meeting.

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

Mr. Smith had nothing to report.

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 Mike Best to approve consent agenda items 6a and b.

Vote: 7 - 0 PASSED - Unanimously

- a) Consideration and possible action to accept the August 31, 2016 special meeting minutes. (Jami Lewis, Town Clerk)

- b) Consideration and possible action to accept the September 13, 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 to approve the ground lease agreement between the Town of Chino Valley and the Chino Valley Equestrian Association for an initial 5 year term, beginning August 9, 2016 through July 31, 2021 for property located at Old Home Manor. (Cecilia Grittman, Assistant Town Manager)

Recommended Action: Approve the ground lease agreement between the Town of Chino Valley and the Chino Valley Equestrian Association for an initial 5 year term, beginning August 9, 2016 through July 31, 2021 for property located at Old Home Manor.

Councilmember Cuka stated that although she was a member of the Equestrian Association, she had no financial interest in the Association, and thus no conflict of interest.

Town Attorney Smiley advised that the dates of the agreement on the agenda item were incorrect and should be October 1, 2016 through September 30, 2021.

Ms. Grittman presented on this item:

- The Association had been working with the Mayor's Ad Hoc Old Home Manor Recreational Committee on the proposed lease. Council provided input in March and June 2016.
- Changes from the original draft agreement pertained to: a new location, site plan, and survey; use of Town buildings; and an inventory of equipment assumed from the old rodeo grounds. It also addressed Council's concerns related to: equipment inventory and possible equipment transfer from the Cameron property; utility extensions; Town right of entry in lieu of an inspection schedule; and responsibility for traffic control.
- The Town had been planning for some time to develop a centralized Public Works facility adjacent to the wastewater treatment plant. In the meantime, the Public Works Roads Department will share their modular office building with the Association; and the Town's maintenance facility and Quonset hut will transition over to the Association within five years.

Architect Sergio Martinez presented the new site plan. He also reported that the Association's non-profit status had been approved; they were working on a budget for next year and a sponsorship program; and there were about seven producers committed to using the facility between April and October.

MOVED by Vice-Mayor Darryl Croft, seconded by Councilmember Mike Best to approve the ground lease agreement between the Town of Chino Valley and the Chino Valley Equestrian Association for an initial 5 year term, beginning October 1, 2016 through September 30, 2021 for property located at Old Home Manor.

Vote: 7 - 0 PASSED - Unanimously

- b) Consideration and possible action to adopt Resolution No. 16-1092 authorizing the application for a Clean Water State Revolving Fund (CWSRF) loan from the Water Infrastructure Finance Authority of Arizona (WIFA) for expenses related refinancing the USDA Debt and constructing the Center Street Sewer Line Extension, in an amount not to exceed \$640,000.(Joe Duffy, Finance Director)

Recommended Action: Adopt Resolution No. 16-1092 authorizing the loan application.

Mr. Duffy and Public Works Director Michael Lopez presented on this item:

- Council approved the Center Street sewer line extension project in November 2015, the engineering contract in March 2016, and an amended hookup policy in March 2016.
- On September 20, 2016, staff informed Council of a shortfall in the project's budget. This agenda item would authorize staff to apply with WIFA for additional funding. WIFA, which favored this project for environmental reasons, will consider this request on October 19. WIFA's approval did not obligate the Town to accept the loan.
- The loan and contract award will come back to Council on November 8. Staff hoped that the bids, to be received in October, would come in significantly less and the Town would not have to borrow as much.
- If Council approved these items on the current timeline, staff hoped to complete the project in January 2017, weather permitting.

Council and staff discussed the following:

- *Project scope:* The overall scope of the project had not changed, but culverts and other items affected by the project were not addressed early on. These could be addressed now before going to bid, during the bid process as deductive bid alternatives or addendums, or during negotiations with the contractor before executing the contract. Staff's goal was to get as many homes as possible on sewer in the Mollie Rae subdivision.
- *Bid process:* The bid process would take about four weeks. If the bids came in high, staff would have to look at eliminating some items; if the bids were way out of line, staff could start over. The best case scenario would be to shave items during the bid process.
- *Final decision:* Staff will have the final analysis and project price on November 8. Council could make a final decision at that time.

Councilmember Turner stated that he was meeting with Mr. Lopez tomorrow to go over the new project budget to discuss options for getting the project as close to the original number as possible.

MOVED by Vice-Mayor Darryl Croft, seconded by Councilmember Lon Turner to adopt Resolution No. 16-1092 authorizing the loan application.

Vote: 7 - 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.

MOVED by Vice-Mayor Darryl Croft, seconded by Councilmember Jack Miller to recess into executive session after a 10-minute break at 7:16 p.m.

Vote: 7 - 0 PASSED - Unanimously

- 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 regarding a contract with Prescott Sportsmen's Club related to management of the Chino Valley Shooting Range Facility that is the subject of negotiations. (Mayor and Council)

9) ACTION ITEMS RESUMED

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

Mayor Marley reconvened the regular meeting at 8:08 p.m.

- a) Consideration and possible action regarding a contract with Prescott Sportsmen's Club related to management of the Chino Valley Shooting Range Facility. (Mayor and Council)

Mayor Marley reported that Council consulted with its attorney during the executive session.

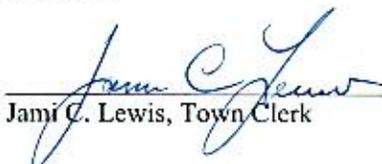
10) ADJOURNMENT

MOVED by Councilmember Mike Best, seconded by Councilmember Lon Turner to adjourn the meeting at 8:08 p.m.

Vote: 7 - 0 PASSED - Unanimously


Chris Marley, Mayor

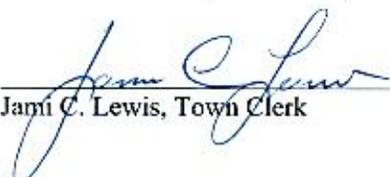
ATTEST:


Jami C. Lewis, Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Town Council of the Town of Chino Valley, Arizona held on the 27th day of September, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 25th day of October, 2016.


Jami C. Lewis, Town Clerk