

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

**TUESDAY, MAY 26, 2020
6:00 P.M.**

The Town Council of the Town of Chino Valley met for a Regular Meeting in the Chino Valley Council Chambers, located at 202 N. State Route 89, Chino Valley, Arizona, on Tuesday, May 26, 2020.

Present: Mayor Darryl Croft; Vice-Mayor Jack Miller; Councilmember Mike Best; Councilmember Cloyce Kelly; Councilmember Corey Mendoza; Councilmember Annie Perkins; Councilmember Lon Turner

Staff Present: Town Manager Cecilia Gritman; Town Attorney Andrew McGuire (remotely); Finance Director Joe Duffy; Development Services Director Joshua Cook; Public Works Director/Town Engineer Frank Marbury; Human Resources Director Laura Kyriakakis; Officer Jeff Pizzi (Sergeant-at-Arms); IT Manager Spencer Guest (videographer); Town Clerk Jami Lewis (recorder)

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

Mayor Croft called the meeting to order at 6:03 p.m. and led the Pledge of Allegiance.

2) **INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS**

- a) Update regarding Yavapai College, presented by Rodney Jenkins, Vice-President of Community Relations and Student Development, and Richard Hernandez, Director of Regional Economic Development Center (REDC) and Small Business Development Center (SBDC).

Mr. Jenkins spoke about launching programs that enhanced the standard of living and quality of life for students and the community, including:

- A construction science program to provide training in techniques and strategies for developers to build houses at a fraction of the cost and time with 3D printing.
- A new fermentation program to add to the existing winery program.
- Strategies to decrease and eliminate the cost of college through the Arizona Promise program, which would give approximately \$4,000 per Arizona student to attend community college, as well as HB2790 that would allow community colleges within Arizona to offer four-year degrees.
- Open Education Resources (OER) textbook-free classes.
- Marketing strategies and working to remove the barriers for those not able to attend.
- Strategies to retain all employees during the pandemic; student attendance increasing by 20%, courses 100% online currently and working to be 75% online in the future.
- Working with the federal government to build a 40,000 square foot building to house a cooperative area for educators and businesses.

Mr. Hernandez spoke about:

- REDC helping entrepreneur business startups and maintenance, or helping existing businesses that need some form of help.

- The SBDC being a congressionally funded arm of the Small Business Association.
- Area organizations coordinating efforts to help businesses with available federal programs during the pandemic.
- The 3D printing, which could build a 2,000 square foot home, helping developers to provide affordable housing to the community.

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.

Mayor Croft read an item submitted by Kim Beasley, owner of Lucy's Bar & Grill and Danny B's Fish & Chips, regarding an invitation to the class of 2020 to participate in the Danny Beasley Community Essay Contest with the theme, "How I will use my Cougar experience to better my community?"

Mayor Croft referenced a submittal from Allen Foster, with Chino Valley High School, who voiced concern about the Town's lot split policy. Mayor Croft reported that there would be a presentation on June 30 during a Council study session and directed staff to invite Mr. Foster to the meeting.

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. If listed below, there may also be a presentation on information requested by the Mayor and Council and questions may be answered. No action will be taken.

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

Mayor Croft reported on:

- Current COVID-19 cases in Chino Valley and asking citizens to follow the guidelines set by the President and Governor regarding physical distancing and face masks.
- The June 9 Council meeting protocols.
- The recent Town Manager Recruitment Subcommittee meeting and status of seeking an executive search firm.

Councilmember Perkins reported on business leaders in Town sponsoring a 2020 high school seniors' ball on June 20th at the Windmill House.

Councilmember Best reported on the 50th Anniversary celebration committee meeting on June 3rd.

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

Town Manager Gritman reported on:

- The dates that Town Departments would be opening and any limitations.
- The Fourth of July celebration having no alcohol due to the Department of Liquor not processing any special event liquor licenses.
- The August Mud Run being cancelled as there was no way to comply with CDC guidelines.
- The deadline for the public to apply for Town committees and boards.
- Details for Proposition 450 (Home Rule) on the August ballot being available on the Town website.
- Mingus Springs Charter School holding a drive-by 8th grade graduation ceremony.

- c) Status report by Development Services Director Joshua Cook regarding Development Services activities.

Mr. Cook reported on:

- Third quarter (January-March) statistics, including citations, neighborhood meetings, and permit applications submitted and issued.
- A review of upcoming development plans, rezoning issues, and land development.
- Continuing off site signage review until July due to needing to address subdivision and lot split issues.

- d) Report by Development Services Director Josh Cook regarding the updated schedule for Town discussions on lot splits.

Mr. Cook reported that Staff had been working with legal counsel to finalize a draft of the entire subdivision regulations chapter in the UDO. The proposed amendment will be presented to the UDO Subcommittee first, then to Council at a work session at the end of June, then to the Planning and Zoning Commission in mid-July, and the final draft presented to Council in August.

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 Jack Miller, seconded by Councilmember Mike Best to approve the Consent Agenda Items (a), (b), (c) and (d).

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

- a) Consideration and possible action to revise and renew Tow Company Services Agreements with ACT Towing, Custom Towing, and Tri-City Towing, effective July 1, 2020, through June 30, 2021. (Chuck Wynn, Police Chief)
- b) Consideration and possible action to adopt Resolution No. 2020-1165, adopting the Fiscal Year 2021 Pension Funding Policy for the Town of Chino Valley Public Safety Personnel Retirement System. (Joe Duffy, Finance Director)
- c) Consideration and possible action to adopt Resolution No. 2020-1160, approving the proposed statements and estimates of expenses of the Town of Chino Valley Street Lighting Improvement Districts for fiscal year 2020/2021, and setting a date for the public hearing on the proposed statements and estimates for June 23, 2020. (Joe Duffy, Finance Director)
- d) Consideration and possible action to approve the May 12, 2020, 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 approve funding for Yavapai Regional Transit for FY 2020/2021 in the amount of \$ _____ (per Council discussion). (Cecilia Grittman, Town Manager)

Recommended Action: Approve funding for Yavapai Regional Transit for FY 2020/2021 in the amount of \$ _____.

Town Manager Crittman recounted:

- Ron Romley from Yavapai Regional Transit (YRT) had requested funding from the Town of up to \$35,000 for the next fiscal year.
- The Town had not funded them for several years except for specific services or events. Early on, the Town had donated buses that were not being used. The transit system had been a success and staff had put in a lot of effort to make it successful.
- YRT was a non-profit business. They received federal funding that required a match. The people using the buses paid a small fee.

Council discussed funding a percentage of the request and if things continued to move forward in a positive direction, consider funding the remaining balance in January 2021.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Annie Perkins to approve funding for Yavapai Regional Transit for FY 2020/2021 in the amount of \$20,000.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

- b) Consideration and possible action regarding the Memorandum of Understanding between the Town of Chino Valley and the Chino Valley Police Officers Association. (Laura Kyriakakis, Human Resources Director)

Recommended Action: Accept staff recommendation regarding the Memorandum of Understanding between the Town of Chino Valley and the Chino Valley Police Officers Association.

Laura Kyriakakis presented the following:

- The Chino Valley Police Officers Association (CVPOA) per Town Code had the right to meet and confer with Town management and submit a proposal related to wages, benefits, safety regulations and other working conditions by January 15th of every year.
- Staff received the letter from CVPOA on January 28th and the letter and the Town's response were provided to Council.
- The CVPOA Vice-President and she, the Town Manager's designee, had a productive meeting to discuss the Association's request and the Town's response. They agreed upon four requests and responses that resulted in no financial or fiscal impact to the Town's budget.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Mike Best to accept staff recommendation regarding the Memorandum of Understanding between the Town of Chino Valley and the Chino Valley Police Officers Association.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

- c) Consideration and possible action to adopt Resolution No. 2020-1159, approving a Tentative Budget for the fiscal year 2020/2021 and proposed expenditure limitation for the same year, in the amount of \$24,407,900 and setting a public hearing date of June 23, 2020, on the tentative budget and adoption of the final budget. (Joe Duffy, Finance Director)

Recommended Action: Adopt Resolution No. 2020-1159, approving a Tentative Budget and proposed expenditure limitation for FY 2020/2021, in the amount of \$24,407,900 and setting June 23, 2020, as the date for the public hearing on the tentative budget and for adoption of the final budget for FY 2020/2021.

Joe Duffy reported that this would adopt the tentative budget that set the expenditure limitation. If approved, the Council could not adopt a final budget for more than the \$24,407,900.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Cloyce Kelly to adopt Resolution No. 2020-1159, approving a Tentative Budget and proposed expenditure limitation for FY 2020/2021, in the amount of \$24,407,900 and setting June 23, 2020, as the date for the public hearing on the tentative budget and for adoption of the final budget for FY 2020/2021.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

- d) Consideration and possible action to adopt Resolution No. 2020-1167, approving an Intergovernmental Agreement (IGA) with the State of Arizona (State) authorizing the contribution of \$125,000 toward the construction costs for improvements along Road 1 North in conjunction with the construction of a new traffic signal and road widening. (Frank Marbury, Public Works Director/Town Engineer)

Recommended Action: Adopt Resolution No. 2020-1167, approving an IGA with the State authorizing the contribution of \$125,000 toward the construction costs for improvements along Road 1 North in conjunction with the construction of a new traffic signal and road widening.

Frank Marbury reported:

- ADOT District Engineer Alan Stump was unable to attend the meeting.
- The cost for the project had overrun over the years. The current agreement focused on the work at Road 1 North. Staff recommended that Council approve the cost sharing agreement for the IGA for \$125,000 instead of cutting out part of the scope of the project.
- The scope dealt with pavement work on the west side by the hospital and shopping center, and if it were to overrun the \$125,000, there was a clause that the Town and ADOT would split the overrun amount.

Upon questions from Council, Mr. Marbury added:

- The City of Prescott was going to do their own paving work on the east side of Road 1 North for a new pump station driveway. There was no specific work for Prescott's pump station that was part of the scope.
- The actual amount of the project will not be known until bids were received. The 50/50 blind split was concerning and the representative for ADOT was supposed to address the issue with Council.
- This project had been delayed for years and the cost kept rising, so a decision needed to be made so the project could be funded. Staff believed the additional cost was worth it.

Council preferred to delay a decision until Mr. Stump could attend the meeting so they could speak with him. Mr. Marbury did not object to delaying it until the next meeting.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Cloyce Kelly to table the item until the June 9, 2020, meeting and have ADOT representation available with more detailed explanations.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

- e) Consideration and possible action to approve the Cooperative Purchasing Agreement with Construction Product Marketing, LLC to survey and clean the Town's wastewater collection system in the amount of \$72,520. (Frank Marbury, Public Works Director/Town Engineer)

Recommended Action: Approve the Cooperative Purchasing Agreement with Construction Product Marketing, LLC to survey and clean the Town's entire wastewater collection system for the amount of \$72,520.

Frank Marbury reported:

- This was for a budgeted project for sewer system cleaning. The system was 15 years old and the Town needed to start looking at routine cleaning and system upkeep.
- They found an alternative solution to target the cleaning and get the most for the money. The company would use a sonar technique to find the clogs and clumps of materials so that cleaning could be targeted to only the areas that needed treatment. The hope was to save money for upcoming years.

Upon further questions from Council, Mr. Marbury added:

- The Town's Vactor truck was not able to do this, as it was designed to only vacuum out manholes. This company would use a method to clear the system to clean the lines in between the manholes.
- The item did not go to committee because it had been previously brought to Council during budget sessions.
- Staff's original plan had been to budget \$75,000 annually, but with this system, it could be done semi-annually.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Cloyce Kelly to approve the Cooperative Purchasing Agreement with Construction Product Marketing, LLC to survey and clean the Town's entire wastewater collection system for the amount of \$72,520.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

- f) Consideration and possible action to award contract to J. Co. Contracting, LLC for construction of the Road 3 North Flood Control Project in the amount of \$93,396.50. (Frank Marbury, Public Works Director/Town Engineer)

Recommended Action: Award contract to J. Co. Contracting, LLC for construction of the Road 3 North Flood Control Project in the amount of \$93,396.50.

Frank Marbury reported that:

- This was a flood control project brought to the Council several years earlier and was number two on a list of five important projects.
- The drainage work was located at Road 3 North across from the Development Services and Public Works offices. It went underneath the road and connected to the Appaloosa Meadows Subdivision.
- Previous erosion work had begun to fail and Staff had done a test project using gunite to reinforce the ditch section, which was working well. They were proposing to extend that for the whole length of the ditch to tie into the concrete portion of the ditch to Appaloosa.

- The contract cost was under budget and the money would come from County flood control funding from property taxes.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Cloyce Kelly to award contract to J. Co. Contracting, LLC for construction of the Road 3 North Flood Control Project in the amount of \$93,396.50.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

8) ADJOURNMENT

MOVED by Councilmember Lon Turner, seconded by Councilmember Cloyce Kelly to adjourn the meeting at 7:14 p.m.

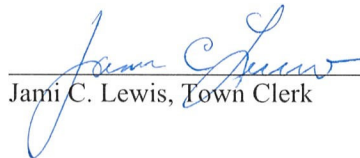
AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously



Darryl L. Croft, Mayor

ATTEST:

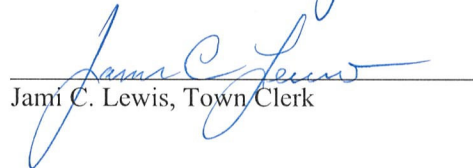


Jami C. Lewis, Town Clerk

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 26th day of June ~~May~~, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of June, 2020.



Jami C. Lewis, Town Clerk