

DRAFT

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

**TUESDAY, JULY 9, 2019
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, July 9, 2019.

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

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; Community Services Director Scott Bruner; Finance Director Joe Duffy; Public Works Director/Town Engineer Frank Marbury; Development Services Director Joshua Cook; Economic Development Project Manager Maggie Tidabeck; Police Chief Chuck Wynn; Administrative Technician (videographer) Kathy Frohock; Deputy Town Clerk (recorder) Vickie Nipper

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

Vice Mayor Miller let the Pledge of Allegiance.

2) INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

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.

- Beth Vicory, Eagle Level Frontier Girl – Shared information on the Summer Fun Kids Program activities at the Chino Valley Library.

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) William Nick, Co-owner of the CBD Connection, had concerns regarding the inability to post signage out on the street.

Vice Mayor Miller stated that staff had met with the owners of CBD Connection after the last meeting and staff reviewed their current permitted signage, which was found to be undersigned per the Town's code. Staff met with the owners onsite and discussed options for increasing the size of their permitted signage from the existing six square feet to approximately 64 square feet. The total square footage was dependent on the total length of the store front.

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 asked Scott Bruner to come forward and asked that he thank all staff and volunteers that helped with the Fourth of July celebration for their time and services for what turned out to be a great event. Mr. Bruner also thanked the other groups that assisted in the event.
 - Councilmember Best spoke about the upcoming 50th Anniversary Committee Meeting.
- b) Status report by Town Manager Cecilia Grittman regarding Town accomplishments, and current or upcoming projects.

Town Manager Grittman reported on the following:

- Gave a reminder of the upcoming Council Study Session and meetings.
- Thought the Fourth of July was very well done and thanked staff.

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 Mayor Darryl Croft, seconded by Councilmember Mike Best to approve the Consent Agenda Item a and b.

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

Vote: 7 - 0 PASSED - Unanimously

- a) Consideration and possible action to adopt Resolution No. 2019-1144, levying and assessing an ad valorem tax on the assessed value of all real and personal property within the boundaries of the Town of Chino Valley Street Lighting Improvement Districts (CVSLID) for fiscal year 2019-2020, pursuant to Section 48-616, Arizona Revised Statutes. (Joe Duffy, Finance Director)

- b) Consideration and possible action to accept the June 18, 2019, 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 approve the License and Concessionaire Agreement between the Town of Chino Valley and Compass Training Center Arizona related to the management of the Chino Valley Shooting Facility. (Joe Duffy, Finance Director)

Recommended Action: Approve the License and Concessionaire Agreement between the Town of Chino Valley and Compass Training Center Arizona related to the management of the Chino Valley Shooting Facility.

Joe Duffy discussed the following:

- The Town had sent out RFP's for the management of the Chino Valley Shooting Facility and received two proposals.
- The proposals were reviewed and scored and the Compass Training Center was selected based on the submitted proposals and the scoring criteria.
- The Concessionaire Agreement had been reviewed by Council at their last study session.

MOVED by Mayor Darryl Croft, seconded by Councilmember Annie Perkins to approve License and Concessionaire Agreement between the Town of Chino Valley and Compass Training Center Arizona related to the management of the Chino Valley Shooting Facility.

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

Vote: 7 - 0 PASSED - Unanimously

- b) Consideration and possible action to award a Design-Build contract to JEBSCO Construction Companies, LLC for the Utility's Shop Building at Old Home Manor and Memory Park Restrooms in the amount of \$103,320.00 for Pre-Construction Services. (Frank Marbury, Public Works Director/Town Engineer)

Recommended Action: Award a Design-Build contract to JEBSCO Construction Companies, LLC for the Utility's shop building at Old Home Manor and Memory Park restrooms in the amount of \$103,320.00 for Pre-Construction Services.

Frank Marbury and Town Attorney McGuire discussed the following:

- Staff thought the best prices for design and bidding for the two buildings were through the design build bidding process.
- Town Attorney McGuire explained the types of bidding processes. The design build process allowed the Town more latitude in the design and construction.
- The Town received six submittals. Mr. Marbury reviewed the contractor and submittal qualification process. The highest ranked submittal was from JEBCO Construction Companies.
- Mr. Marbury reviewed the cost proposal and services which included a small amount of post design services.
- The design process would come back to Council at 90% completion with a guaranteed maximum price for construction with contingencies and exclusions.
- The total cost for this portion of the contract was \$103,320 and the total budget for the projects was \$470,000.
- The design costs would not change even if the square footage and size of the utility building changed.

MOVED by Mayor Darryl Croft, seconded by Councilmember Cloyce Kelly to Award a Design-Build contract to JEBCO Construction Companies, LLC for the Utility's shop building at Old Home Manor and Memory Park restrooms in the amount of \$103,320.00 for Pre-Construction Services.

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

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 Mayor Darryl Croft, seconded by Councilmember Mike Best to postpone item 8a until the July 23rd Council meeting.

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

Vote: 7 - 0 PASSED - Unanimously

- a) An executive session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with attorneys for the Town in order to consider the Town's position and instruct the attorneys for the Town regarding the Town's position regarding a potential intergovernmental agreement with the City of Prescott relating to water service.

9) ACTION ITEMS RESUMED

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

10) ADJOURNMENT

MOVED by Councilmember Lon Turner, seconded by Councilmember Mike Best to adjourn the meeting at 6:22 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

Vote: 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 9th day of July, 2019. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 23rd day of July, 2019.

Vickie L. Nipper, Deputy Town Clerk