

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, HELD FEBRUARY 21, 2012, AT 6:00 P.M., AT THE CITY COUNCIL CHAMBERS BUILDING, 826 NORTH MAIN STREET, COTTONWOOD, ARIZONA.

CALL TO ORDER AND ROLL CALL

Mayor Joens called the regular meeting to order at 6:00 p.m. Roll call was taken as follows:

COUNCIL MEMBERS PRESENT

Diane Joens, Mayor
Karen Pfeifer, Vice Mayor
Jesse Dowling, Council Member
Tim Elinski, Council Member
Ruben Jauregui, Council Member
Linda Norman, Council Member

COUNCIL MEMBERS ABSENT

Terence Pratt, Council Member

STAFF MEMBERS PRESENT

Doug Bartosh, City Manager
Marianne Jiménez, City Clerk
Steve Horton, City Attorney
Morgan Scott, Development Services Operations Manager
Rudy Rodriguez, Administrative Services General Manager
Jim Wixom, Public Works & Utilities Maintenance Specialist
Richard Faust, Community Services General Manager
Jason Little, Recreation Manager

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was lead by Andrew Hickey, and he was presented with a certificate of appreciation by Mayor Joens for leading the Pledge.

BRIEF SUMMARY OF CURRENT EVENTS BY MAYOR, CITY COUNCIL AND/OR CITY MANAGER--
THE PUBLIC BODY DOES NOT PROPOSE, DISCUSS, DELIBERATE OR TAKE LEGAL ACTION ON
ANY MATTER BROUGHT UP DURING THIS SUMMARY UNLESS THE SPECIFIC MATTER IS
PROPERLY NOTICED FOR LEGAL ACTION

Mr. Bartosh stated there was a fire over the weekend on Cottonwood Place of a doublewide mobile home which was a total loss, but no one was hurt; the city will take over the operation of the compactor station on March 1 and the hours will be extended; there will be a Mayor's Community Forum tomorrow morning at 9 a.m. which is open to the public and the topic is water; and last Friday our crews cleaned up Oak Wash and Rio Mesa Wash around Fry's and the Home Depot area.

Mayor Joens stated it (Mayor's Community Forum) will be a meet and greet for Tom Whitmer

our new Natural Resources Director who will be talking about water on the state level and how that impacts Cottonwood and the Verde Valley.

Vice Mayor Pfeifer stated she was on the MatForce steering committee and they were diligently going to the doctors and trying to get them to sign up for the program where they can go to the web and see exactly what a patient is taking in the way of prescriptions to avoid over prescribing, doctor shopping, and pill shopping. She heard today that so far the Verde Valley and Sedona doctors have expressed a desire to sign up, so she volunteered her time to go to the doctor's offices to notarize the papers to make it easier for the doctors to sign up.

Council Member Dowling stated on February 14 he attended the bell ringing ceremony at the recreation center for the state's birthday, and on February 15 he attended a focus group at the BAC on items relative to what's limiting agriculture in the Cottonwood area.

Mr. Bartosh announced the legislature did pass a ban against "bath salts" this last week.

Mayor Joens announced the following:

- On February 10 the Greater Arizona Mayors' Association met at the League of Cities and Towns building to discuss pending legislation and our meeting with Legislators on March 5. We had reports from Ken Strobeck of the League of Cities and Towns, Tom Whitmer, Natural Resources Director of Cottonwood, and Kevin Adam, Rural Transportation Advocacy Council.
- February 11 we cosponsored the Cottonwood Regional E-Waste Cleanup Event.
- February 14 she attended the Centennial Bell Ringing Event and the fire department had painted the bell and it was rung 100 times.
- This morning she attended a meeting with Senator Steve Pierce to talk about State Parks. In 2007 Arizona State Parks generated more than \$266 million in total economic impact. The tax benefit to the Arizona state general fund and local governments was over 22 and a half million dollars. She shared with Senator Pierce that 90 percent of the revenue generated for the state comes through cities and towns and businesses in cities and towns.

Mayor Joens then shared a slide show of photos of the E-Waste cleanup. Of the 416 vehicles that deposited E-waste, 182 were from Cottonwood, Verde Village 78, Cornville 60, Clarkdale 37, 21 from other unincorporated areas of Yavapai County, Sedona 20, Jerome 4, Camp Verde 3 and one each from Chino Valley and Rimrock. The event collected a grand total of 35,353 pounds. The event was sponsored by ADEQ, City of Cottonwood, UniSource Energy Services, Stewards of Public Lands and E-Waste Harvesters.

CALL TO THE PUBLIC

There were no comments from the public.

APPROVAL OF MINUTES—Regular Meeting of 2/7/12

Mayor Joens stated she saw a couple of little typos, one was Edessa Carr rather than Odessa, and the other was in a paragraph it said “jest” instead of “gist” under her report.

Council Member Elinski moved to approve the minutes. The motion was seconded by Council Member Norman, and carried unanimously.

OLD BUSINESS

ORDINANCE NUMBER 584—APPROVING AN AGREEMENT FOR THE EXCHANGE OF REAL PROPERTY BETWEEN THE CITY AND ANTHONY M. LOZANO, TONI G. LOZANO, EDWARD M. LOZANO AND ELEANOR LOZANO, FOR THE WEST MINGUS AVENUE RECONSTRUCTION PROJECT; SECOND & FINAL READING

Mr. Scott stated this was the second to last piece of right-of-way needed for the Mingus Avenue project. We are proposing trading a piece of land for it so there was no cost to the city for this. The trade was for approximately 368 square foot of city land for theirs.

Council Member Elinski moved to approve Ordinance Number 584. The motion was seconded by Vice Mayor Pfeifer, and carried unanimously.

Mayor Joens requested the City Clerk read Ordinance Number 584 by title only.

ORDINANCE NUMBER 584

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, APPROVING AN AGREEMENT FOR THE EXCHANGE OF REAL PROPERTY BETWEEN THE CITY AND ANTHONY M. LOZANO, TONI G. LOZANO, EDWARD M. LOZANO AND ELEANOR LOZANO.

CONSENT AGENDA— The following items are considered to be routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Council Member or a citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

EXTENSION OF PREMISES LIQUOR LICENSE PERMIT APPLICATION FROM ERIC S. GLOMSKI, LICENSEE FOR ARIZONA STRONGHOLD VINEYARDS, TO EXTEND THE CURRENT LIQUOR LICENSE TO INCLUDE THE ADMINISTRATION OFFICE BUILDING LOCATED AT 1019 NORTH MAIN STREET AND THE FRONT SIDEWALK AND BACK COURTYARD AREAS OF THE ADJACENT 1021 AND 1023 NORTH MAIN STREET BUILDING

Council Member Jauregui moved to recommend approval of the extension of premises liquor license permit application submitted by Eric S. Glomski, licensee for Arizona Stronghold Vineyards, to include the 1019 building and the front sidewalk area and back courtyard of

the 1021 and 1023 North Main Street building. The motion was seconded by Council Member Norman, and carried unanimously.

NEW BUSINESS—The following items are for Council discussion, consideration, and possible legal action.

WAIVER TO ALLOW SERVING ALCOHOL AND OVERNIGHT CAMPING AT THE COTTONWOOD KIDS PARK LOCATED AT 350 SOUTH 12TH STREET, FOR THE ANNUAL ARIZONA BIKE MULTIPLE SCLEROSIS FOUNDATION'S VORTEX RIDE

Mr. Little introduced Mr. Blaine King, who was with the Arizona MS Foundation. He approached the city last year as it pertained to the possibility of hosting the annual Bike MS ride in Cottonwood, Arizona, at the Cottonwood Kids Park. He was here tonight to ask Council for an exemption whereby the MS Foundation would allow camping and the availability to serve alcohol for the duration of the event.

Mr. King stated Bike MS was a national initiative by the National Multiple Sclerosis Society formerly known as the MS150. This was another avenue for the society to raise funds for research programs and services they provided throughout the state as well as nationally. The event was a two-day 150 mile bike ride that will take people throughout the Verde Valley, but hosted here in Cottonwood at the Verde Valley fairgrounds.

After discussion regarding the number of participants that were hoped to be at least 800 cyclists from the Phoenix area, camping that was held in Heritage Park for a similar event in Florence, and the economic impact the event would have to the Verde Valley, Council Member Dowling moved to approve the waiver to allow serving alcohol and overnight camping at the Cottonwood Kids Park. The motion was seconded by Vice Mayor Pfeifer.

Mr. Horton stated we cannot authorize alcohol; that was the next item. This goes to the local enforcement of any alcohol related ordinance as to the Kids Park, but the permission to actually serve alcohol comes from the state.

Ms. Jiménez stated we have an ordinance that prohibits serving liquor at the Kids Park, that was what the waiver was for, and to allow the camping. The liquor license followed this item. First, the Council had to waive the prohibition of serving the liquor at the Kids Park, followed by the special event liquor license.

Mayor Joens stated she thought they had to go back and rescind that motion.

Council Member Dowling then moved to recommend approval of the use of the Cottonwood Kids Park for the Bike Arizona MS event submitted by Blaine King, applicant for the Arizona MS Chapter Foundation, for an event to serve alcohol and allow overnight camping onsite, thereby waiving section 12.12.020 B. of the City Code during the event for April 13-15, 2012. The motion was seconded by Vice Mayor Pfeifer, and carried unanimously.

SPECIAL EVENT LIQUOR LICENSE APPLICATION SUBMITTED BY THE NATIONAL MULTIPLE SCLEROSIS SOCIETY, ARIZONA CHAPTER, FOR AN EVENT SCHEDULED FOR APRIL 14, 2012, AT THE COTTONWOOD KIDS PARK LOCATED AT 350 SOUTH 12TH STREET

Ms. Jiménez stated now that the Council had waived the prohibition and allowed liquor to be served at the Cottonwood Kids Park for this event, the special event liquor license needed the Council's recommendation of approval or denial. The liquor license application was just being requested for one day, Saturday, April 14, which she believed was for a beer tent.

Mr. King indicated they (the participants) would get two tickets with registration for two beers. All alcohol was donated by New Belgium Brewing. After those two tickets each person would have to pay a nominal fee for an additional beverage.

Ms. Jiménez stated the beer tent would be set up within the Kids Park area.

Council Member Norman moved to recommend approval of the special event liquor license application submitted by the National Multiple Sclerosis Society, Arizona Chapter, for an event scheduled for April 14, 2012, at the Cottonwood Kids Park located at 350 South 12th Street. The motion was seconded by Council Member Dowling, and carried unanimously.

Mr. King stated he was leaving brochures and postcards regarding the event.

CONTRACT WITH EMCOR SERVICES ARIZONA IN THE AMOUNT OF \$32,000 FOR THE DESIGN AND PRECONSTRUCTION SERVICES PORTION OF THE DESIGN/BUILD CONTRACT TO PROVIDE A SOLAR THERMAL SYSTEM AT THE COTTONWOOD RECREATION CENTER

Mr. Mangarpan stated he was asking for direction to go ahead and proceed with the design and pre-construction services with Emcor, a solar company out of Phoenix. It was \$28,000 for the design and an additional \$4,000 for the pre-construction services. This was for the thermal solar for both the recreation center as well as the outdoor pool. This was the basic start of the design process. They would get into the size of the system and figure out how much we can do with the money that we think we have available. He was going to request from them at 30 percent (plans), at which point the design would almost be done to put together the final numbers and come back and make a presentation to the Council. He estimated this should save \$18,200 a year in gas costs, and could be worth up to \$100,000 in rebates. There were six firms that submitted responses to the Request For Qualification that went out, and they interviewed four and narrowed it down to Emcor.

Council Member Elinski questioned if A&P did some of the footwork on this and weren't we going to install the system but nixed it at the last minute.

Mr. Mangarpan stated they put together some basic numbers when we were looking at doing it as a change order because we didn't have it in the original scope. They were one of the firms that submitted this time around, and based on the initial submittal and interviews it was close, but overall the committee thought Emcor was a better choice than A&P.

Council Member Elinski questioned if we were not redesigning something A&P had already designed.

Mr. Mangarpan stated this was completely supplemental to what was over there.

Mayor Joens stated one thing that A&P did do was reinforce the roof, which was something the Council chose to pay a little bit extra for during the project.

Mr. Mangarpan stated the majority of the roof over the pool room itself was beefed up to give us the extra live load that you could put on the roof to allow for solar panels to be up there.

Council Member Dowling questioned what history they had as far as putting these in.

Mr. Mangarpan stated they had installed at least six or seven similar to what we have. They had more than twice as many as the others that submitted.

Mr. Bob Oliphant, of Cottonwood, questioned what is the maximum amount of money that can be put into a change order under section 9.1 and 9.2 of this contract; and it said "a change order will be signed by the city," and questioned who by definition is the city.

Mr. Horton stated in terms of the amount of a change order typically they did not exceed 10 percent of the contract value. There was no firm limit he was aware of, but it goes to whether or not it is something that is related enough to the underlying work that it wouldn't constitute a new project. In his experience, 10 percent was usually the cap that was applied. In terms of who determines that, we would have to refer back to the city's procurement code.

Mr. Bartosh stated they come to the city manager and he reviews them and signs them in compliance with our procurement code that gives him a certain limit he can sign.

Mr. Horton stated everything over \$50,000 was a Council decision.

Council Member Elinski stated one of the things with the design/build contract was there should be less change orders.

Mr. Horton stated on a design/build project where we get a GMP (Guaranteed Maximum Price), as long as we are clear on what the scope is, there shouldn't be any change orders except those when we get into the project and decide we want something other than what is specified in the scope. This procurement model really reduces the volume and amount of change orders.

Council Member Dowling moved to direct staff to proceed with the contract with Emcor Services, Arizona, in the amount of \$32,000, for the design and preconstruction services

portion of the design/build contract to provide a solar thermal system at the Cottonwood recreation center. The motion was seconded by Council Member Elinski, and carried unanimously.

RECONSTRUCTION OF EAST SKYLINE DRIVE WITH THE REMAINDER OF THE PAVEMENT PRESERVATIONS FUNDS FOR FISCAL YEAR 2011-12

Mr. Scott stated earlier this year we reconstructed part of Skyline Drive, which was one of the roads he would say was in the worst condition in this town, using pavement preservation funds. The reason they chose to do that is it was on the list of roads to receive pavement preservation, a chip seal, however, our engineering department looked at it and said it needed reconstruction. What they were asking is to do the same thing on the eastern portion of Skyline Drive. Our engineering department can move forward with the design or work with the contractor on it, and we will be able to keep that under the remainder of the pavement preservation funds.

Mayor Joens stated this was another good project.

Council Member Elinski moved to approve staff moving forward with the reconstruction of East Skyline Drive. The motion was seconded by Vice Mayor Pfeifer, and carried unanimously.

POSSIBLE INSTALLATION OF A FOUR WAY STOP AT THE INTERSECTION OF FIR STREET AND MONTE TESORO DRIVE

Mr. Scott stated this item was brought to the city by the school district who noticed significant congestion at the intersection of Fir and Monte Tesoro. What staff thought had driven this is approximately two years ago the city constructed the Willard Street extension which extended it from Old Town to Dr. Daniel Bright School south of the city limits. It had become a collector street which was a two-way stop at Fir. The engineering department conducted a study that suggested that intersection be a four-way stop. They would place pre-warning signs that there was a traffic control change ahead to let people know.

Mayor Joens questioned if it would be a four-way stop forever or will they eventually make it a two-way, and if they checked with the county on this.

Mr. Scott stated it will be four-way for now and they could always look at doing studies in the future if they think things change. They did check with the county and they were okay with this.

Vice Mayor Pfeifer moved to approve staff moving forward with the installation of a four-way stop at the intersection of Fir Street and Monte Tesoro Drive. The motion was seconded by Council Member Norman, and carried unanimously.

POSSIBLE AWARD AND APPROVAL OF A CONTRACT FOR CITY VEHICLE FLEET MAINTENANCE OPERATIONS TO REESE & SONS TIRE AND AUTOMOTIVE, INC.

Mr. Rodriguez stated staff had been working on this item for some time and had held two pre-bid meetings with the local contractors concerning the vehicle fleet maintenance to get a good handle on the kind of services they would be able to provide the city. After those two meetings staff was able to change the contract and the RFP to accommodate most of the shops. Thirteen bid packets were issued and only four proposals were received. There was a panel of five employees which included fire, police, public works, the purchasing manager, and Jim Wixom. The proposals were evaluated on a number of criteria including cost, approach of the proposal they submitted, the location, their references, a site visit, and the possibility of having a vehicle information database that could be accessed via the internet. After looking over all the proposals it was unanimous that Reese & Sons Tires and Automotive be recommended as the vehicle fleet maintenance provider of choice as they rated the highest in each category of the rating sheet. Their references were checked and there were no issues with them and were all good and pleased with the service being provided. Reese's price matrix was also better than the others. Last fiscal year the city expended a little over \$200,000 in vehicle maintenance services with all the local shops in town. One of the reasons they were trying to consolidate was to improve the quality of service and keep costs down. Jim Wixom, who would be the contract manager for this program, and Neal Dixon from Reese & Sons, were present tonight to answer any questions.

Mr. Dixon stated they felt they could reduce the cost of the expense for the vehicles and have enough personnel and they were looking forward to doing that.

Mayor Joens stated it sounded very efficient to have one employee, Mr. Wixom, taking care of that.

Mr. Wixom stated this would get a better control of the vehicles records wise and a better idea of how much each vehicle or equipment is costing us, which is something we have never had before.

Council Member Dowling stated he knew Mr. Dixon had been involved with a lot of community efforts and worked with the football team, and he was glad to see a local business being able to take part in that.

Vice Mayor Pfeifer stated she agreed.

Mr. Bob Oliphant, of Cottonwood, asked a question about a definition under Section E of the proposal for \$55 an hour for repairs and what constituted a repair; an ordinary oil change in town cost anywhere from \$19 to \$29. He also questioned the overtime potential of \$75 in this contract, will the city authorize the overtime, and will it be monitored by the city so we can keep some tabs on how much is being paid and for what.

Mr. Rodriguez stated at \$55 an hour it did not take an hour to complete an oil change which

was fairly routine. They go by a book rate that tells them this is how much time it should take and if they take over that amount that was their cost. As far as overtime was concerned, if we call them in on a weekend it was not a matter of authorization. The minute we have to call them in on the weekend, on holiday, or late night, it was pretty much going to be overtime cost. Compared to the other rates we had, this was quite a big drop in cost compared to the other proposals we received.

Council Member Dowling moved to award and approve the contract for vehicle fleet maintenance operations to Reese & Sons Tire and Automotive, Inc. The motion was seconded by Council Member Norman, and carried unanimously.

APPROVAL OF SECTION I. INTRODUCTION, AND SECTION 11, SOCIAL MEDIA POLICY, FOR THE CITY'S NEW INFORMATION TECHNOLOGY GUIDE

Mr. Rodriguez stated this is something that has been worked on by Brent Kinney, our IT Manager and himself. The first section, Introduction, was self explanatory. The second section was different. Our social media is something that we have talked about at length in several of our committees. They've talked about getting information out and the lack of marketing that the City of Cottonwood has. With that in mind, we've been looking at using social media, basically Facebook just to begin with, as a venue for us to be able to get information out about things that are going on in the city. It will be a big leap forward as far as getting information out for a lot of things; emergencies--such as road closures, events, or anything that the city is sponsoring. This may be a good venue to start encouraging friends of Cottonwood to sign up to our Facebook account and start getting more information out there. Initially, we would like to have the city manager's office manage the account. We want to consolidate any accounts that are out there to one area. The whole idea behind this is so our city manager and mayor are very well aware of what's going on. Anything that needs to go up on the Facebook will first go to the individual indicated by the city manager and they will then post it on the Facebook account and monitor all traffic on the account and keep the city manager aware of any type of negative comments, good comments, and all the information that is going out. He will know everything that is going on in the city. The whole idea behind the Facebook account is you send out small messages about events, such as, "wine tasting event, March 31, please refer to the city's web site for full information." This is not to post notices of an agenda, or post a whole ordinance. Everything is small, short, and to the point, and referred back to the web site. There are some precautions they put into this, and Mr. Rodriguez then read the notice that would be displayed on the Facebook account regarding posting comments. They did not want this to become a blog where people were going out and blasting the city, city staff, or what the city was doing. This was our way to promote the city and get information out there to people.

Mayor Joens stated she thought it was a good idea to go through the city manager's office. She questioned what would happen if someone is on vacation and there needs to be something posted.

Mr. Bartosh stated when we say the city manager's office it was probably primarily Kyla.

They had thought about that and will be able to handle it.

Mayor Joens stated she just saw one that Sedona does that is so professional, the writing and everything was very professional, and she hoped ours would look even better than that.

Mr. Rodriguez stated he spoke to Debra who helped him with the social media policy and maintained the Facebook account for them (Sedona). They have a media person that goes over things and does rewrites for them. They've done a real good job with theirs and we hope to be better than they are.

Council Member Elinski stated he thought it was a great idea, but was concerned that we have enough staff to make it happen.

Mr. Bartosh stated it was really to get information about events out. He followed the Old Town Association's Facebook and did not see where they got a lot of comments back. It was primarily to get information out.

Council Member Dowling stated it could get overwhelming depending on how it works out. It was definitely a good resource to use to our advantage; we just needed to make sure we keep on it because he could imagine some kid getting on there about 1 a.m. and posts something really goofy and it might be there until 8 the next morning. But somebody can get on there and screen cap it and it's saved forever, so there are some definite hoops to jump through there, and advised they keep their thumb on it because it could get overwhelming very fast.

Mayor Joens stated she liked the idea because she had seen other communities' and she thought it was the way to go. Once the public finds out it's there they are going to be checking out what's going on.

Council Member Norman moved to approve Section 1, Introduction, and Section II, Social Media Policy for the newly developed Information Technology Guide, effective February 22, 2012. The motion was seconded by Council Member Jauregui, and carried unanimously.

AWARD OF THE CONTRACT FOR LEASE PURCHASE FINANCING TO PROCURE VEHICLES AND EQUIPMENT APPROVED IN THE 2011-2012 BUDGET

Mr. Rodriguez stated under the list of the equipment they were wanting to acquire, they may have acquired message boards substantially less than the \$19,500 indicated, and he would sit down with the city manager and find out if there is anything we can substitute for that \$19,500, and if not, this contract will be reduced by that amount. Outside of that we had a total of \$601,000 sent out on a Request for Proposal and only received six bids. Midwest Leasing had the best deal for us at a 2 percent interest rate for a five-year term. They do have a clause that if we pre-pay there is a pre-pay penalty, which he did not think we would be doing. Midwest Leasing was also known as Sun Trust Leasing who have every other lease program with the city and we've done business with them before.

Council member Dowling moved to award the contract for lease purchase finance to Midwest Leasing, Inc., Sun Trust equipment Finance and Leasing Corp., for the acquisition of necessary equipment, and authorize staff to negotiate a final agreement for execution by the Mayor. The motion was seconded by Council Member Elinski, and carried unanimously.

AUTHORIZATION FOR CITY MANAGEMENT TO TREAT THE UPCOMING HIRING PROCESS FOR THE CAT/VERDE LYNX SYSTEM AS AN INTERNAL RECRUITMENT UNDER SECTION 19 OF THE COTTONWOOD EMPLOYEE MANUAL WITH RESPECT TO NAIPTA EMPLOYEES CURRENTLY PERFORMING JOBS WITHIN THE CAT/VERDE LYNX SYSTEM; TO GIVE MANAGEMENT THE DISCRETION TO OFFER CURRENT NAIPTA EMPLOYEES HIRED THROUGH THIS PROCESS THE SAME RATES OF PAY THAT THEY ARE CURRENTLY RECEIVING FROM NAIPTA, EVEN IF THOSE RATES ARE HIGHER THAN THE MIDPOINT FOR THE POSITION; AND TO AUTHORIZE MANAGEMENT TO CREDIT THE CURRENT LEAVE BALANCES OF NAIPTA EMPLOYEES HIRED THROUGH THIS PROCESS

Mr. Faust stated they were starting to go through the process of reintegration of both CAT and Verde Lynx employees from NAIPTA. As this process reversed itself back around we were going to be looking at reintegrating not only the mechanics and process of the system, but also the employees. At this point in time they were looking at approximately 15 employees, which he thought 11 were full-time and 4 part-time employees for both systems. Staff was requesting authorization to treat these employees in the upcoming hiring process in the internal recruitment process. This would be under Section 19 of the Cottonwood Employee Manual with respect to current NAIPTA employees performing jobs within the current system. This would include allowing, but not requiring, city management to hire incumbent NAIPTA employees into equivalent positions within the city's reconstituted transportation system without conducting an external recruitment. We were allowing city management to pay employees hired through this process more than the mid-point of the position if required to pay the employee an equivalent rate to what they are currently receiving from NAIPTA. And treating NAIPTA employees hired in this manner as having completed their probationary periods if they have previously completed a successful probationary period with the city or NAIPTA, and allowing city management to transfer and credit the leave balances of employees hired through this process. Staff was asking Council to authorize staff to maneuver through this to try to bring them on as a holistic group of individuals as it pertains to their salary and their benefit packages. They were currently involved in the Arizona retirement system, so there would be no change there. The only thing we have run into is there is one employee they will have to discuss some terms with who has received a salary increase over this last year and has moved into a higher position level.

Council Member Elinski stated it seemed that essentially we were doing what NAIPTA did for the employees and were just reversing everything, which seemed to make perfect sense to him.

Mr. Faust stated they actually went through an internal process and interviewed employees. We could actually talk with those employees, but the majority were already employees in the

first place and know how they performed.

Mr. Horton stated one distinction might be before CAT employees went to NAIPTA we cashed them out of leave balances and in contrast to that we are taking back on the leave balances they may have from their tenure at NAIPTA.

Mayor Joens asked for an explanation of the mid-point thing and if it meant that NAIPTA pays more than we did.

Mr. Faust stated for all employees, except for one, the majority of them he thought were already over the mid-point of their salary when they were with us.

Mr. Horton stated they had discussed that at some point as we talk about staffing it was really a Council function. Since these positions were no longer part of the city service since CAT moved into NAIPTA the Council should be the one to sign off on the reconstitution of CAT and the positions that will require. Staff will come to the Council with an informed recommendation and reasons for that, and sooner rather than later, will be asking the Council to approve the positions that it will take to operate CAT and Verde Lynx.

Council Member Norman moved to authorize city management to treat the upcoming hiring process for the CAT/Verde Lynx systems as an internal recruitment under Section 19 of the Cottonwood Employee Manual with respect to NAIPTA employees currently performing jobs within the CAT/Verde Lynx system; to give management the discretion to offer current NAIPTA employees hired through this process the same rates of pay that they are currently receiving from NAIPTA even if those rates are higher than the mid-point for the position, and to authorize management to create the current leave balances of NAIPTA employees hired through this process. The motion was seconded by Vice Mayor Pfeifer, and carried unanimously.

CLAIMS & ADJUSTMENTS

Vice Mayor Pfeifer moved to pay the claims. The motion was seconded by Council Member Elinski, and carried unanimously.

ADJOURNMENT

Mayor Joens moved to adjourn. The motion was seconded by Council Member Elinski, and carried unanimously. The regular meeting adjourned at 7:50 p.m.

Diane Joens, Mayor

ATTEST:

Marianne Jiménez, City Clerk

CERTIFICATION OF MINUTES

I hereby certify that the attached is a true and correct copy of the minutes of a regular meeting of the City Council of the City of Cottonwood held on February 21, 2012. I further certify that the meeting was duly called, and that a quorum was present.

Marianne Jiménez, City Clerk

Date