

**DUE TO THE STATE'S COVID-19 PANDEMIC,
THIS MEETING WILL BE HELD VIA ZOOM.
PLEASE REFER TO PAGE 4 FOR PARTICIPATION
INSTRUCTIONS.**



Town of Chino Valley

**MEETING NOTICE
TOWN COUNCIL**

**REGULAR MEETING
TUESDAY, FEBRUARY 9, 2021
6:00 P.M.**

**Council Chambers
202 N. State Route 89
Chino Valley, Arizona**

A majority of the Councilmembers may attend a private invocation in the Council Conference Room immediately prior to the Council meeting. No Town business will be discussed.

AGENDA

- 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE; ROLL CALL**
- 2. INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS**
 - a.** Quarterly update by the Chino Valley Area Chamber of Commerce. (Lorette Brashear, Chamber of Commerce Director)

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. Individuals who wish to speak, please state your first and last name and if you reside in Chino Valley Town Limits.

4. 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.
- b. Status report by Town Manager Cindy Blackmore regarding Town accomplishments, and current or upcoming projects.

5. 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.

- a. **p.5** Consideration and possible action to approve the Financial Report for the six months ending December 31, 2020. (Joe Duffy, Administrative Services Director)
- b. **p.15** Consideration and possible action to approve the Council Entity appointments and the Council Subcommittee appointments. (Erin N. Deskins, Town Clerk)
- c. **p.23** Consideration and possible action to approve January 12, 2021, regular meeting minutes. (Erin N. Deskins, Town Clerk)
- d. **p.33** Consideration and possible action to approve January 19, 2021, study session minutes. (Erin N. Deskins, Town Clerk)

6. 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. **p.41** Consideration and possible action to accept the Comprehensive Annual Financial Report and the Annual Expenditure Limitation Report for the fiscal year ended June 30, 2020, as prepared by Henry & Horne, LLP, Certified Public Accountants. (Joe Duffy, Administrative Services Director)

Recommended Action: Accept the Comprehensive Annual Audited Financial Report and the Annual Expenditure Limitation Report for the fiscal year ended June 30, 2020, as prepared by Henry & Horne, LLP, Certified Public Accountants.

- b. **p.43** Consideration and possible action to (i) approve the 70% Police Building Design, (ii) approve the First Amendment to Professional Services Agreement with Stroh Architecture, Inc. for completion of construction plans and (iii) authorize and direct staff to arrange for financing options and to solicit bids for construction. (Chuck Wynn, Police Chief)

Recommended Action: (i) Approve the 70% Police Building Design, (ii) approve the First Amendment to Professional Services Agreement with Stroh Architecture, Inc. for completion of construction plans and (iii) authorize and direct staff to arrange for financing options and to solicit bids for construction.

- c. **p.69** Consideration and possible action to approve the two-year extension of the protective development rights for Chino Valley Farms to continue the development of their site for the cultivation of medical marijuana. (Will Dingee, Planner)

Recommended Action: Approve the two-year extension of the protective development rights for Chino Valley Farms to continue the development of their site for the cultivation of medical marijuana.

- d. **p.83** Consideration and possible action to approve and adopt Chapter 117 of the Town Code regulating Recreational Marijuana. (Joshua Cook, Development Services Director)

Recommended Action: Approve and adopt Chapter 117 of the Town Code regulating Recreational Marijuana.

7. **ADJOURNMENT**

**EXECUTIVE SESSION
TUESDAY, FEBRUARY 9, 2021
6:30 P.M.**

**Council Chambers
202 N. State Route 89
Chino Valley, Arizona**

AGENDA

1. **CALL TO ORDER; ROLL CALL**
2. An executive session pursuant to A.R.S. § 38-431.03(A)(3) for discussion or consultation for legal advice with the Town Attorney regarding pending lawsuit.(Cindy Blackmore, Town Manager)
3. **ADJOURNMENT**

Dated this 4th day of February, 2021.

By: *Erin N. Deskins, Town Clerk*

The Town of Chino Valley endeavors to make all public meetings accessible to persons with disabilities. Please call 636-2646 (voice) or 711 (Telecommunications Arizona Relay Service) 48 hours prior to the meeting to request reasonable accommodation to participate in this meeting.

Supporting documentation and staff reports furnished to the Council with this agenda are available for review on the Town website at <http://www.chinoaz.net/agendacenter>, and in the Public Library and Town Clerk's Office.

COUNCIL MEETING COVID-19 ATTENDANCE PROCEDURE

The Chino Valley Town Council is committed to social distancing to slow the potential spread of COVID-19 Coronavirus or other communicable diseases, as well as continue to abide by the Open Meeting Laws. Meeting Attendance Options:

Video and telephonic attendance options for public only meetings are as follows:

- Watch and listen by joining the Town of Chino Valley Facebook page for live-streaming
- Watch and listen by joining the Zoom Webinar on the internet using your computer or mobile device (instructions below)
- Listen only by dialing in by phone to the Zoom Webinar (instructions below)

Call to the Public Participation:

Submit your comments via email to clerks@chinoaz.net or drop off your typed or hand-written note in the Utility Payment Drop Box outside the Town Hall lobby, 202 N. State Route 89, no later than Tuesday, February 9th, at 12:00 noon.

Join Zoom Webinar: <https://us02web.zoom.us/j/81326335529>

Telephone: 877 853 5247 (toll free) or 888 788 0099 (toll free)

iPhone one-tap:US: +13462487799,,81326335529# or +16699009128,,81326335529#

Webinar ID: 813 2633 5529

CERTIFICATION OF POSTING

The undersigned hereby certifies that a copy of this notice was duly posted at Chino Valley South Campus, Chino Valley Post Office, and Chino Valley North Campus in accordance with the statement filed by the Town Council with the Town Clerk.

Date: _____ Time: _____ By: _____
Erin N. Deskins, Town Clerk



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

5. a.

Meeting Date: 02/09/2021
Contact Person: Joe Duffy, Finance Director
 Phone: 928-636-2646 x-1211
Department: Finance
Estimated length of staff presentation: None
Physical location of item: N/A

AGENDA ITEM TITLE:

Consideration and possible action to approve the Financial Report for the six months ending December 31, 2020. (Joe Duffy, Administrative Services Director)

RECOMMENDED ACTION:

Approve Financial Report for the six months ending December 31, 2020.

SITUATION AND ANALYSIS:

The Finance Department prepares Financial Reports for the Mayor, Council, Staff and Community.

Upon Council approval, the reports will be posted on the Town's website.

The report includes the following sections:

Revenue and Expense Summary - This section details the Revenues and Expenditures of each fund. Comparing the year to date figures to the current year's annual budget and the prior year's month to date figures.

Major Revenue Summary - This section details the year to date figures for the Town's eight major revenue sources that account for 75% of the Town's Revenue.

Other Information - This section details other pertinent financial and statistical information including the amount of Contingencies Fund that have been allocated this fiscal year and a debt summary.

The Finance Director will supplement these reports with periodic presentations and other information throughout the fiscal year.

Fiscal Impact

Fiscal Impact?: No

If Yes, Budget Code:

Available:

Funding Source:

Attachments

December 2020 Report

Town of Chino Valley

Arizona

Financial Report



To The Town Council

For the Six Months Ending December 31, 2020 50% of the Fiscal Year*

* Tentative and Preliminary prior to annual audit

Town of Chino Valley						
Revenue and Expense Summary						
For the Six Months Ending December 31, 2020 50% of the Fiscal Year*						
			Actual vs Prior Year			
	Actual Year to Date FY 2019-20	Actual Year to Date FY 2020-21	Amount	% FY 2020-21/ FY 2019-20	Annual Budget FY 2020/21	% of Budget YTD
GENERAL FUND						
General Fund Revenues by Category						
Franchise Taxes	\$ 35,493	\$ 52,581	\$ 17,088	48%	\$ 129,000	41%
Tax Revenues	\$ 2,726,973	\$ 3,342,099	\$ 615,126	23%	\$ 5,642,000	59%
Licenses & Permits	\$ 222,464	\$ 300,591	\$ 78,127	35%	\$ 464,000	65%
Intergovernmental	\$ 1,877,196	\$ 2,713,485	\$ 836,289	45%	\$ 3,957,500	69%
Charges for Services	\$ 60,100	\$ 11,274	\$ (48,826)	-81%	\$ 136,500	8%
Fines and Forfeitures	\$ 57,342	\$ 64,856	\$ 7,514	13%	\$ 183,000	35%
Other Revenues	\$ 13,013	\$ 7,380	\$ (5,633)	-43%	\$ 6,000	123%
Contributions and Donations	\$ 335	\$ -	\$ (335)	-100%	\$ 1,500	0%
Investment Earnings	\$ 56,321	\$ 2,750	\$ (53,571)	-95%	\$ 121,000	2%
Transfers In	\$ 200,000	\$ 200,000	\$ -	0%	\$ 400,000	50%
Total Revenues	\$ 5,249,237	\$ 6,695,016	\$ 1,445,779	28%	\$ 11,040,500	61%
Total revenues for the General Fund are up \$1,445,779 or 28% over the previous fiscal year. Total Tax Revenues are up 23% primary due to increased sales tax collections. Intergovernmental Revenues are up 45% due to the Arizona Cares Act receipt of \$503,460. Licenses and Permits are up reflecting and increase in Building Permits and Plan Check Fees.						

Town of Chino Valley						
Revenue and Expense Summary						
For the Six Months Ending December 31, 2020 50% of the Fiscal Year*						
			Actual vs Prior Year			
	Actual Year to Date FY 2019-20	Actual Year to Date FY 2020-21	Amount	% FY 2020-21/ FY 2019-20	Annual Budget FY 2020/21	% of Budget YTD
General Fund Expenditures by Department						
Prosecutor	\$ 55,698	\$ 58,548	\$ 2,850	5%	\$ 127,800	46%
Town Clerk	\$ 91,395	\$ 185,799	\$ 94,404	103%	\$ 287,200	65%
Town Manager	\$ 209,841	\$ 210,308	\$ 467	0%	\$ 443,700	47%
Human Recourses	\$ 110,511	\$ 132,200	\$ 21,689	20%	\$ 267,200	49%
Municipal Court	\$ 135,429	\$ 150,166	\$ 14,737	11%	\$ 318,100	47%
Finance	\$ 204,093	\$ 224,078	\$ 19,985	10%	\$ 472,400	47%
Management Information Systems	\$ 144,071	\$ 114,234	\$ (29,837)	-21%	\$ 314,300	36%
Mayor and Council	\$ 22,859	\$ 25,550	\$ 2,691	12%	\$ 51,200	50%
Planning	\$ 99,981	\$ 83,882	\$ (16,099)	-16%	\$ 260,800	32%
Building Inspection	\$ 91,008	\$ 132,732	\$ 41,724	46%	\$ 323,500	41%
Code Enforcement	\$ 64,854	\$ -	\$ (64,854)			
Police	\$ 1,669,323	\$ 1,766,269	\$ 96,946	6%	\$ 3,449,700	51%
Animal Control	\$ 61,362	\$ 73,373	\$ 12,011	20%	\$ 166,600	44%
Recreation	\$ 97,773	\$ 73,111	\$ (24,662)	-25%	\$ 158,800	46%
Library	\$ 147,960	\$ 173,931	\$ 25,971	18%	\$ 385,300	45%
Senior Center	\$ 157,321	\$ 154,027	\$ (3,294)	-2%	\$ 333,200	46%
Parks Maintenance	\$ 390,715	\$ 288,694	\$ (102,021)	-26%	\$ 580,700	50%
Aquatic Center	\$ 108,477	\$ 36,168	\$ (72,309)	-67%	\$ 293,700	12%
Facilities Maintenance	\$ 172,522	\$ 426,010	\$ 253,488	147%	\$ 508,100	84%
Fleet Maintenance	\$ 123,084	\$ 81,556	\$ (41,528)	-34%	\$ 277,400	29%
Engineering	\$ 202,662	\$ 211,504	\$ 8,842	4%	\$ 487,000	43%
Customer Service	\$ 83,213	\$ 55,826	\$ (27,387)		\$ 94,200	59%
Non Departmental	\$ 391,029	\$ 722,032	\$ 331,003	85%	\$ 1,939,600	37%
Total Expenditures	\$ 4,835,181	\$ 5,379,998	\$ 544,817	11%	\$ 11,540,500	47%
Total Revenue Over (Under) Total Expenditures	\$ 414,056	\$ 1,315,018	\$ 900,962		\$ (500,000)	
GENERAL FUND (Continued)						
Total General Fund Expenditures are up \$544,817 or 11% compared to last fiscal year. Each department should be under 50% of budget. Town Clerk is up this fiscal year due to the cost of the recent election. Human Resources is higher due to the Town Manager recruitment expenses. Building is up due to combining with code enforcement this fiscal year. Facilities Maintenance is up to due to the Memory Park Restroom expenses. Non Departmental is up due to the increased transfer to the HURF Fund for road improvements. In total General Fund Departments are at 47% of their budget.						

Town of Chino Valley						
Revenue and Expense Summary						
For the Six Months Ending December 31, 2020 50% of the Fiscal Year*						
			Actual vs Prior Year			
	Actual Year to Date FY 2019-20	Actual Year to Date FY 2020-21	Amount	% FY 2020-21/ FY 2019-20	Annual Budget FY 2020/21	% of Budget YTD
HIGHWAY USER REVENUE FUND						
Total Revenues	\$ 798,800	\$ 833,064	\$ 34,264	4%	\$ 1,031,000	81%
Transfers From General Fund					\$ 675,000	
Expenditures						
Road Maintenance	\$ 383,464	\$ 543,239	\$ 159,775	42%	\$ 1,706,000	32%
Total Revenue Over (Under) Total Expenditures	\$ 415,336	\$ 289,825	\$ (125,511)		\$ -	
Total Hurf Fund Revenues are up 4% over the prior fiscal year due to increased transfers from the General Fund. Expenditures are up 42% due to completing the Road 2 North maintenance project.						
WATER ENTERPRISE FUND						
Water Revenues	\$ 472,135	\$ 562,425	\$ 90,290		\$ 784,000	
Total Revenues	\$ 472,135	\$ 562,425	\$ 90,290	19%	\$ 784,000	72%
Expenditures						
Water Utility Operations	\$ 286,750	\$ 475,586	\$ 188,836		\$ 680,700	
Debt Service/Reserve	\$ 7,498	\$ 7,738	\$ 240		\$ 70,500	
Water System Acquisition						
Total Expenditures	\$ 294,248	\$ 483,324	\$ 189,076	64%	\$ 751,200	64%
Total Revenue Over (Under) Total Expenditures	\$ 177,887	\$ 79,101	\$ (98,786)		\$ 32,800	
Total Water Enterprise Fund Revenues are up 19% due to a 13% increase in water service fee revenue. Water Buy in fees are up 43% compared to last fiscal year indicating continued growth in the number of customers. Total expenditures are up 64% due to continued work on the new building.						
SEWER ENTERPRISE FUND						
Total Revenue	\$ 1,012,395	\$ 1,103,129	\$ 90,734	9%	\$ 2,355,000	47%
Expenditures						
Sewer	\$ 307,485	\$ 791,827	\$ 484,342		\$ 1,449,600	
Debt Service/Reserve/Capital	\$ -	\$ -	\$ -		\$ 1,381,100	
Total Expenditures	\$ 307,485	\$ 791,827	\$ 484,342	158%	\$ 2,830,700	28%
Total Revenue Over (Under) Total Expenditures	\$ 704,910	\$ 311,302	\$ (393,608)		\$ (475,700)	
Total Sewer Enterprise Fund Revenues are up 9% primarily due to an increase in the number of sewer accounts. Total expenditures are up due to continued work on the new building.						

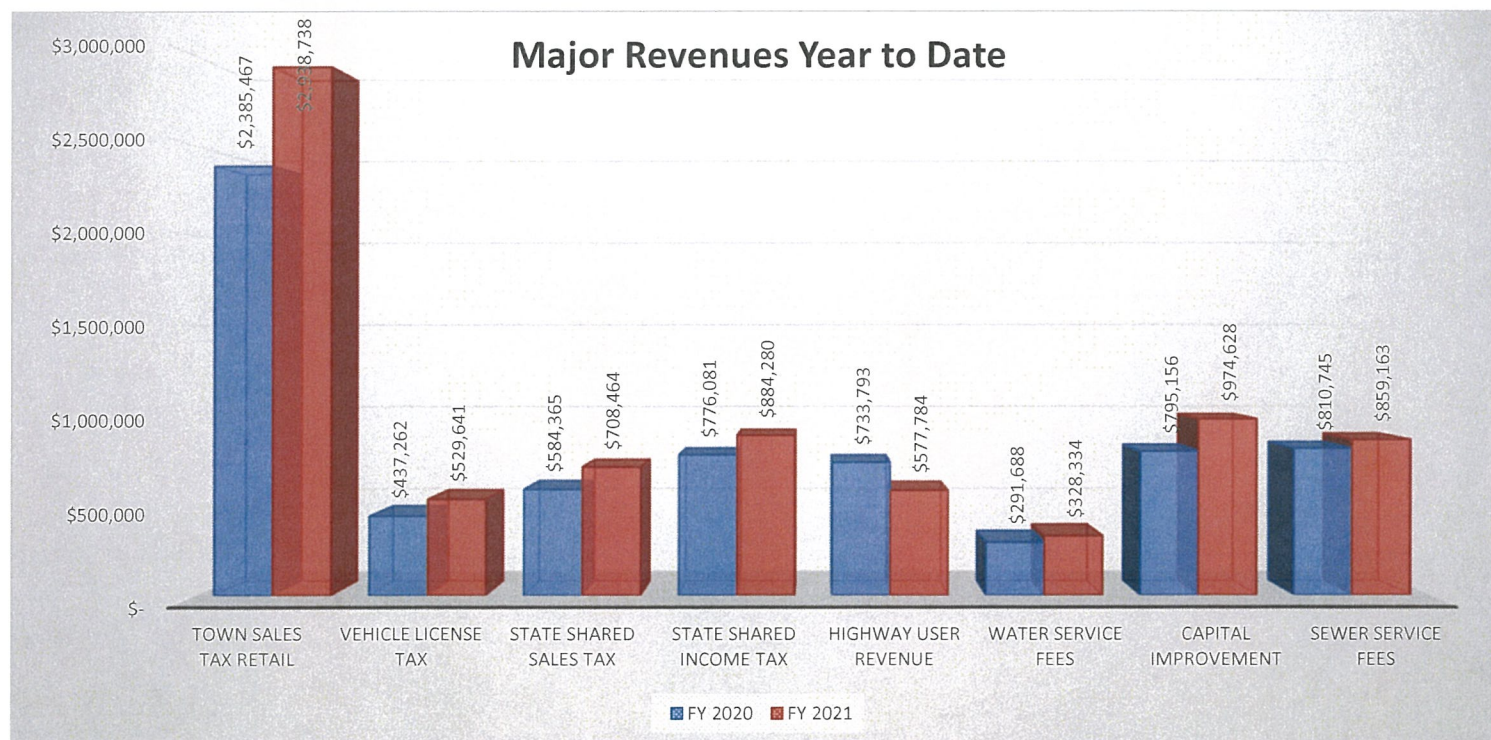
Town of Chino Valley						
Revenue and Expense Summary						
For the Six Months Ending December 31, 2020 50% of the Fiscal Year*						
			Actual vs Prior Year			
	Actual Year to Date FY 2019-20	Actual Year to Date FY 2020-21	Amount	% FY 2020-21/ FY 2019-20	Annual Budget FY 2020/21	% of Budget YTD
CAPITAL IMPROVEMENT FUND						
Sales Tax Revenue	\$ 908,992	\$ 1,113,914	\$ 204,922	23%	\$ 1,887,000	
Transfer From General Fund	\$ 322,950		\$ (322,950)			
Misc. Capital Projects	\$ -				\$ 2,000,000	
Yavapai Drainage District					\$ 130,000	
Total Revenues	\$ 1,231,942	\$ 1,113,914	\$ (118,028)	-10%	\$ 4,017,000	28%
Yavapai Drainage District	\$ 4,735	\$ 118,936	\$ 114,201			
Capital Improvements	\$ 350,246	\$ 320,995	\$ (29,251)		\$ 3,550,000	
Transfers	\$ 645,499	\$ 686,496	\$ 40,997		\$ 1,373,000	
Total Expenditures	\$ 995,745	\$ 1,007,491	\$ 11,746	1%	\$ 4,923,000	20%
Total Revenue Over (Under) Total Expenditures	\$ 236,197	\$ 106,423	\$ (129,774)		\$ (906,000)	
Capital Improvement Fund Tax Revenues are up 23% over last fiscal year. Expenditures are up 1%. Transfers are up in line with the amount budgeted this fiscal year.						

Town of Chino Valley						
Revenue and Expense Summary						
For the Six Months Ending December 31, 2020 50% of the Fiscal Year*						
			Actual vs Prior Year			
	Actual Year to Date FY 2019-20	Actual Year to Date FY 2020-21	Amount	% FY 2020-21/ FY 2019-20	Annual Budget FY 2020/21	% of Budget YTD
OTHER MINOR FUNDS						
Other Minor Funds -Revenues						
CDBG Grant	\$ 318,600		\$ (318,600)			
Grants Fund	\$ 88,158	\$ 199,032	\$ 110,874		\$ 3,500,000	
Special Revenue Fund Court	\$ 13,316	\$ 10,196	\$ (3,120)		\$ 26,100	
Capital Asset Replacement	\$ 1,685	\$ 141	\$ (1,544)		\$ 14,000	
Special Revenue Fund PD	\$ 4,465	\$ 985	\$ (3,480)		\$ 12,000	
CVSLID Districts	\$ 3,447	\$ 2,242	\$ (1,205)		\$ 4,200	
Total Revenues	\$ 429,671	\$ 212,596	\$ (217,075)	-51%	\$ 3,556,300	6%
CDBG Grant	\$ 444,625		\$ (444,625)			
Grants Funds	\$ 82,268	\$ 344,868	\$ 262,600		\$ 3,500,000	
Special Revenue Fund - Court	\$ 13,674	\$ 5,968	\$ (7,706)		\$ 43,500	
Capital Replacement Fund	\$ -	\$ 14,664	\$ 14,664		\$ 150,000	
Special Revenue Fund PD	\$ 11,600	\$ 1,305	\$ (10,295)		\$ 34,000	
CVSLID Districts	\$ 1,895	\$ 1,913	\$ 18		\$ 4,000	
Total Expenditures	\$ 554,062	\$ 368,718	\$ (185,344)	-33%	\$ 3,731,500	10%
Total Revenue Over (Under) Total Expenditures	\$ (124,391)	\$ (156,122)	\$ (31,731)		\$ (175,200)	
TOTAL ALL FUNDS						
Total Revenue All Funds	\$ 9,194,180	\$ 10,520,144	\$ 1,325,964	14%	\$ 22,783,800	46%
Total Expenditures All Funds	\$ 7,370,185	\$ 8,574,597	\$ 1,204,412	16%	\$ 25,482,900	34%
Total Revenue Over (Under) Total Expenditures All Funds	\$ 1,823,995	\$ 1,945,547	\$ 121,552		\$ (2,699,100)	
(1) Budget does not include Carryover Amounts from Prior Fiscal Years						
(2) Year to date amounts include actual expenditures paid to date.						

Town of Chino Valley
Major Revenue Summary
For the Six Months Ending December 31, 2020 50% of the Fiscal Year*

					Actual vs Prior Year	
	Actual Year to Date FY 2019-20	Annual Budget FY 2020-21	Actual Year to Date FY 2020-21	% of Budget YTD	Amount	%
Town Sales Tax Retail	\$ 2,385,467	\$ 5,000,000	\$ 2,938,738	59%	\$ 553,271	23%
Vehicle License Tax	\$ 437,262	\$ 890,000	\$ 529,641	60%	\$ 92,379	21%
State Shared Sales Tax	\$ 584,365	\$ 1,275,000	\$ 708,464	56%	\$ 124,099	21%
State Shared Income Tax	\$ 776,081	\$ 1,600,000	\$ 884,280	55%	\$ 108,199	14%
Highway User Revenue	\$ 733,793	\$ 1,020,000	\$ 577,784	57%	\$ (156,009)	-21%
Water Service Fees	\$ 291,688	\$ 523,000	\$ 328,334	63%	\$ 36,646	13%
Capital Improvement	\$ 795,156	\$ 1,675,000	\$ 974,628	58%	\$ 179,472	23%
Sewer Service Fees	\$ 810,745	\$ 1,677,000	\$ 859,163	51%	\$ 48,418	6%
Major Revenues Y.T.D.	\$ 6,814,557	\$ 13,660,000	\$ 7,801,032	57%	\$ 986,475	14%
Total Revenue All Funds	\$ 9,194,180	\$ 22,783,800	\$ 10,520,144	46%	\$ 1,325,964	14%
	74%	60%	74%			

The Major Revenues are up \$986,475 or 14% over the prior fiscal year. Highway User Revenue is down do to a one time payment of \$197,802 last fiscal year. Town Sales Tax Retail is up 23% . Water Service Fees are up 13% and Sewer Service Fees are up 6%. Total combined revenue for all funds are up 14% or \$1,325,965 over last fiscal year.



Contingency Funds Budget					
For the Six Months Ending December 31, 2020 50% of the Fiscal Year*					
	Actual Year to Date FY 2020-21	Annual Budget FY 2020-21			
General Fund Budget	\$ -	\$ 500,000			
Town Manager Recruitment	\$ 14,364				
General Fund Balance	\$ 14,364	\$ 500,000			
HURF Fund Budget	\$ -	\$ 60,000			
Water Fund Budget	\$ -	\$ 40,000			
Sewer Fund Budget	\$ -	\$ 75,000			
Total Contingency Fund	\$ -	\$ 675,000			
Town of Chino Valley					
Annual Debt Service Summary By Fund					
Fiscal Year Ended June 30, 2021					
Debt Issue	Date Issued	Original Amount	Outstanding Amount as of June 30, 2020	FY 2021 Principal	FY 2021 Interest
General Government					
National Bank GADA Refi	7/1/2016	\$ 3,346,000	\$ 2,397,000	\$ 326,000	\$ 41,724
US Bank Series 2010	12/15/2010	\$ 7,280,000	\$ 6,925,000	\$ 280,000	\$ 306,238
		\$ 10,626,000	\$ 9,322,000	\$ 606,000	\$ 347,962
Water Enterprise Fund					
US Bank Series 2010	12/15/2010	\$ 745,000	\$ 370,000	\$ 55,000	\$ 15,475
Sewer Enterprise Fund					
WIFA 2007	1/10/2007	\$ 1,580,000	\$ 678,777	\$ 89,236	\$ 16,260
WIFA 2008	1/11/2008	\$ 4,853,000	\$ 2,457,393	\$ 278,178	\$ 61,324
WIFA 2014	12/30/2014	\$ 2,963,671	\$ 2,329,413	\$ 134,602	\$ 44,116
WIFA 2015	11/23/2015	\$ 4,259,646	\$ 3,731,485	\$ 145,503	\$ 84,056
WIFA 2016	11/23/2015	\$ 50,354	\$ 10,282	\$ 10,282	\$ -
WIFA 2017	2/27/2017	\$ 292,659	\$ 257,755	\$ 11,624	\$ 5,919
		\$ 13,999,330	\$ 9,465,105	\$ 669,425	\$ 211,675
Total Town of Chino Valley Debt		\$ 25,370,330	\$ 19,157,105	\$ 1,330,425	\$ 575,112



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

5. b.

Meeting Date: 02/09/2021
Contact Person: Erin Deskins, Town Clerk
 Phone: 928-636-2646 x-1208
Department: Town Clerk
Estimated length of staff presentation:
Physical location of item:

AGENDA ITEM TITLE:

Consideration and possible action to approve the Council Entity appointments and the Council Subcommittee appointments. (Erin N. Deskins, Town Clerk)

RECOMMENDED ACTION:

Approve the Council Entity appointments and the Council Subcommittee appointments

Fiscal Impact

Attachments

2021 Council entity appointment
 Council subcommittees update

ENTITY		REP	APPOINTED DATE	ALT	APPOINTED DATE	CURRENT STATUS
a)	Upper Verde River Watershed Protection Coalition (UVRWPC)	Councilmember Lon Turner	12/11/2018	Vice-Mayor Corey Mendoza	12/11/2018	Position typically filled by elected official.
b)	UPRWPC Technical Advisory Committee (TAC)	Assistant Town Engineer	12/11/2018	Town Engineer	12/11/2018	Position typically filled by staff members and/or technical community members
c)	Northern Arizona Municipal Water User's Association (NAMWUA)	Mayor Jack Miller	1/10/2017	Vice-Mayor Corey Mendoza	12/11/2018	Position typically filled by elected official.
d)	NAMWUA Technical Advisory Committee (TAC)	Consultant Mark Holmes	9/1/2018	Town Engineer	12/11/2018	Position typically filled by staff members and/or technical community members
e)	Central Yavapai Metropolitan Planning Organization (CYMPO)	Councilmember Tom Armstrong	1/26/2021	Vice-Mayor Corey Mendoza	1/10/2017	Position typically filled by elected official.
f)	CYMPO Technical Advisory Committee (TAC)	Town Engineer	6/28/2011	Assistant Town Engineer	12/11/2018	Position typically filled by staff members and/or technical community members
g)	Northern Arizona Council of Governments (NACOG) Regional Council	Mayor Jack Miller	1/26/2021	Vice-Mayor Corey Mendoza	1/26/2021	Position typically filled by elected official.
h)	Greater Arizona Mayors Association (GAMA)	Mayor Jack Miller	1/26/2021	Vice-Mayor Corey Mendoza	1/26/2021	Position typically filled by mayor; alternate typically filled by Vice-Mayor.
i)	League Resolutions Committee	Mayor Jack Miller	1/26/2021	Vice-Mayor Corey Mendoza	1/26/2021	Position typically filled by mayor; alternate typically filled by Vice-Mayor.
j)	Yavapai Regional Medical Center (YRMC) Council of Electors	Mayor Jack Miller	1/26/2021	Councilmember Annie Perkins	1/26/2021	Position typically filled by elected official.
k)	Chamber of Commerce	Councilmember Cloyce Kelly	6/27/2017	Councilmember Eric Granillo	1/26/2021	The Chamber typically elects a representative from the Council with Council ratifying the action.

l)	Arizona Municipal Risk Retention Pool (AMRRP)	Town Manager Cindy Blackmore	2/1/2021	HR Director Laura Kyriakakis	1/10/2017	Appointee may be elected official or staff member, who may participate in nominations for this board.
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ENTITY		REP		APPOINTED DATE		ALT	APPOINTED DATE	CURRENT STATUS
m)	Yavapai Combined Trust (YCT)	HR Director, Laura Kyriakakis		3/27/2012		HR Analyst Tiffany Resendez	3/13/2018	Positions typically filled by staff members.
n)	Liaison to Chino Valley Fire District (CVFD) Board	Mayor Jack Miller		10/13/2015		Councilmember Annie Perkins	1/26/2021	First-time position in 2013.
o)	Prescott Regional Airport Master Plan Committee-Planning Advisory Committee (MPAC)	Mayor Jack Miller		1/26/2021		Councilmember Annie Perkins	1/26/2021	Committee was established in October 2016.
p)	Yavapai County Unified Emergency Management Advisory Committee	Police Chief Chuck Wynn		12/11/2018		Police Lt. Randy Chapman	12/11/2018	Position may be filled by elected official or staff member (as of 9/6/18, MOU is not approved)

Rev. 2-9-2021

DESCRIPTION OF ENTITIES	
a)	UVRWPC consists of representatives from Prescott, Prescott Valley, Chino Valley, Yavapai County, and the Yavapai Prescott Indian Tribe; and one of its actions has been to appoint a Safe Yield Workgroup to develop a plan for the Prescott Active Management Area to reach safe yield by 2025.
b)	Technical Advisory Committee under UVRWPC .
c)	NAMWUA was formed to give Northern Arizona entities a stronger voice with state and federal governments with regard to water allocation matters.
d)	Technical Advisory Committee under NAMWUA .
e)	CYMPO is a partnership of Chino Valley, Prescott, Prescott Valley, Yavapai County, and the Arizona Department of Transportation that was established in June 2003 by federal mandate when the region achieved a population of 50,000. Its purpose is to cooperatively plan the transportation future of the Central Yavapai region that fell within the 401.46 square miles of the MPO Planning boundary. The member agencies of CYMPO are represented on the Executive Board by elected officials. The positions of Chair, Chair emeritus, Vice-Chair, and Secretary-Treasurer are rotated between Chino Valley, Prescott, Prescott Valley and Yavapai County on a yearly basis.
f)	Technical Advisory Committee under CYMPO .
g)	NACOG is a nonprofit membership corporation representing local governments to provide a wide variety of services within the four Arizona counties of Apache, Coconino, Navajo, and Yavapai. It is governed by a Regional Council comprised of public and private sector officials that are appointed or elected by their respective governments, who work together to address similar issues faced by the cities, towns, and counties in the NACOG region. It also assists local governments and other local groups to take advantage of common economic and other resource opportunities.
h)	GAMA was established to provide mayors from communities in northwest and north-central Arizona a forum to discuss and organize on common interests unique in rural Arizona regarding matters being heard before the state and federal levels of government.
i)	The League Resolutions Committee meets at the Annual Conference to discuss the proposed policies for the next legislative session. Their actions are ratified at the League's Annual Business Meeting and became the League's Policy Statement for the next legislative session.
j)	YRMC Council of Electors nominates candidates for the hospital administrative governing board. In 2000, they requested that local entities, including Chino Valley, appoint an elected official to serve on this council. Joel Baker served on it from 2000 until June 2011.
k)	Chino Valley Area Chamber of Commerce exists to promote economic growth, serve as a voice for the business community, and enhance the quality of life for Chino Valley. It routinely appoints a councilmember to its board.
DESCRIPTION OF ENTITIES	
l)	AMRRP , a not-for-profit corporation, is owned and operated by its Members in a cooperative effort to provide protection from losses to Members' resources and claims due to the services provided by municipal government. The Town purchases its casualty and property insurance through this entity.

m)	YCT is the entity through whom the Town contracts with for medical insurance for its employees.
n)	CVFD is the local fire district, a special taxing district (not part of the Town government).
o)	The MPAC supports the Prescott Municipal Airport and provides local insight and acts as a link between their respective citizens and the planning team.
p)	The YCUEMAC provides Yavapai County citizens with information associated with emergency management, to minimize losses from disasters and enhance and protect the citizens' quality of life; and advise the Yavapai County Office of Emergency Management.

Rev. 2-9-21

ENTITY	CONTACT	PHONE	EMAIL
Yavapai County Water Advisory Committee (WAC)			
WAC Technical Advisory Committee (TAC)			
Upper Verde River Watershed Protection Coalition (UVRWPC)			
UPRWPC Technical Advisory Committee (TAC)			
Northern Arizona Municipal Water User's Association (NAMWUA)			
NAMWUA Technical Advisory Committee (TAC)			
Central Yavapai Metropolitan Planning Organization (CYMPO)			
CYMPO Technical Advisory Committee (TAC)			
Northern Arizona Council of Governments (NACOG) Regional Council			
NACOG Economic Development Committee			
Greater Arizona Mayors Association (GAMA)			
League Resolutions Committee			
Yavapai Regional Medical Center (YRMC) Council of Electors	Jackie Kendig (replaced Kathy White)	771-5768	
Chamber of Commerce			
Arizona Municipal Risk Retention Pool (AMRRP)			
Yavapai Gala Centennial Committee			
Central Arizona Partnership (CAP) Regional Economic Development (RED) Team			

COUNCIL SUBCOMMITTEES as of February 9, 2021

Subcommittee	Members	Staff Liaison/Participant(s)
Appointments	Jack Miller Tom Armstrong Lon Turner	Town Clerk (Liaison)
Economic Development	Annie Perkins (Chair) Eric Granillo Tom Armstrong	Economic Devt. Proj. Mgr. (Liaison) Town Manager Chamber CEO
Finance	Tom Armstrong Cloyce Kelly Corey Mendoza	Finance Director (Liaison) Town Manager
Public Safety	Annie Perkins Eric Granillo Jack Miller	Police Chief (Liaison) Town Manager
UDO Update (Ad Hoc)	Lon Turner (Chair) Cloyce Kelly Corey Mendoza	Devt Services Director (Liaison) Town Manager
Roads & Streets Committee	Corey Mendoza (Chair) Tom Armstrong	Town Engineer (Liaison)
Water & Utilities	Lon Turner (Chair) Corey Mendoza Eric Granillo	Town Engineer (Liaison) Town Manager

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

5. c.

Meeting Date: 02/09/2021

Contact Person: Erin Deskins, Town Clerk
Phone: 928-636-2646 x-1208

Department: Town Clerk

Item Type:

AGENDA ITEM TITLE:

Consideration and possible action to approve January 12, 2021, regular meeting minutes. (Erin N. Deskins, Town Clerk)

RECOMMENDED ACTION:

Approve January 12, 2021, regular meeting minutes.

Attachments

1-12-21 draft minutes

DRAFT

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

TUESDAY, JANUARY 12, 2021
6:00 P.M.

CHINO VALLEY COUNCIL CHAMBERS 202 N. STATE ROUTE 89, CHINO VALLEY, AZ

Present: Mayor Jack Miller; Vice-Mayor Corey Mendoza; Councilmember Annie Perkins;
Councilmember Lon Turner; Councilmember Eric Granillo; Councilmember Tom Armstrong

Absent: Councilmember Cloyce Kelly

Staff Present: Town Manager Cecilia Grittman; Town Attorney Andrew McGuire (remotely); Administrative
Services Director Joe Duffy; Public Works Director/Town Engineer Frank Marbury; Development
Services Director Joshua Cook; Planner Will Dingee; Officer Bill Burns (Sergeant at Arms); IT
Manager Spencer Guest (videographer); Deputy Town Clerk Traci Lavelle (recorder); Town Clerk
Erin Deskins

Attendees: Mark Holmes, Water Services Consultant

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

Mayor Miller called the meeting to order at 6:04 p.m. and led 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.

4) **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.
 - Councilmember Perkins reported the Chino Valley Unified School District voted for pre-kindergarten through fifth grade to return to hybrid learning, and grades six through twelve to remain distant learning. AIA would not be canceling winter sports, which would be discussed further by the school district at a special meeting.
- b) Status report by Town Manager Cecilia Grittmann regarding Town accomplishments, and current or upcoming projects.
 - She and the Mayor met with Buz Mills, who had been elected to the Chino Valley Fire District.
 - A Study Session was scheduled for the upcoming week.

5) **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 Corey Mendoza, seconded by Councilmember Lon Turner to approve Consent Agenda Items 5 (a) and (b) as written.

AYE: Mayor Jack Miller, Vice-Mayor Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner, Councilmember Eric Granillo, Councilmember Tom Armstrong

6 - 0 PASSED - Unanimously

- a) Consideration and possible action to approve Resolution No. 2021-1179 authorizing the Town Manager, Town Clerk, Human Resources Director and the Police Chief to execute checks and other items for, and on behalf of the Town of Chino Valley. (Joe Duffy, Administrative Services Director)
- b) Consideration and possible action to approve the December 8, 2020, regular meeting minutes. (Erin N. Deskins, Town Clerk)

6) 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 adopt Ordinance No. 2021-893 amending the Town of Chino Valley Unified Development Ordinance, Chapter 154, by amending Section 2.1, Meanings of Words and Terms and Section 4.9, Outdoor Storage, by adding the definition and regulations of a Metal Storage Container. (Will Dingee, Assistant Planner)

Recommended Action: Adopt Ordinance No. 2021-893 amending the Town of Chino Valley Unified Development Ordinance, Chapter 154, by amending Section 2.1, Meanings of Words and Terms, and Section 4.9, Outdoor Storage, by adding the definition and regulations of a Metal Storage Container.

This item was tabled to be addressed at the upcoming February 16, 2021, Study Session and to continue the public hearing and vote on the item to the March 9, 2021, Town Council Regular Meeting.

MOVED by Vice-Mayor Corey Mendoza, seconded by Councilmember Annie Perkins to table the item to March 9, 2021, Regular Council Meeting.

AYE: Mayor Jack Miller, Vice-Mayor Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner, Councilmember Eric Granillo, Councilmember Tom Armstrong

6 - 0 PASSED - Unanimously

- b) Consideration and possible action to adopt Ordinance No. 2021-894 amending the Town of Chino Valley Unified Development Ordinance, Chapter 154, by amending Section 4.28, Front Yard And Street Side Yard Building Setbacks When Adjacent To A Street, by amending setback requirements and how setbacks are measured, and the addition of language for alleviations and exemptions. (Will Dingee, Assistant Planner)

Recommended Action: Adopt Ordinance No. 2021-894 amending the Town of Chino Valley Unified Development Ordinance, Chapter 154, by amending Section 4.28 Front Yard And Street Side Yard Building Setbacks When Adjacent To A Street, by amending setback requirements and how setbacks are measured, and the addition of language for alleviations and exemptions.

Will Dingee presented the following:

- Council adopted Ordinance 2020-885 in September, which amended the Town Subdivision Regulations and included a reduction of required right-of-way dedications.
- The reduction could not be retroactive, so any development approved prior to the adoption of the new language had more right-of-way dedication requirements than was now currently required.
- Staff presented the draft language to the UDO Subcommittee in October, who directed

- staff to present it to the Planning and Zoning Commission at their December meeting.
- There was no public comment at the meeting, but staff had received several calls in support of the amendment.
- Staff and the Planning and Zoning Commission recommend Council approve the item.

MOVED by Vice-Mayor Corey Mendoza, seconded by Councilmember Tom Armstrong to adopt Ordinance No. 2021-894 amending the Town of Chino Valley Unified Development Ordinance, Chapter 154, by amending Section 4.28, Front Yard and Street Side Yard Building Setbacks When Adjacent to A Street, by amending setback requirements and how setbacks are measured, and the addition of language for alleviations and exemptions.

AYE: Mayor Jack Miller, Vice-Mayor Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner, Councilmember Eric Granillo, Councilmember Tom Armstrong

6 - 0 PASSED - Unanimously

- c) Consideration and possible action to approve the Assured Water Supply Credit Purchase Agreement with Laverne D. and Linda R. Wallace Trust, for 375 acre feet of Extinguishment Credits in the amount of \$90,000.00 plus administrative fees. (Frank Marbury, Public Works Director/Town Engineer)

Recommended Action: Approve the purchase agreement with Laverne D. and Linda R. Wallace Trust, for 375 acre feet of Extinguishment Credits in the amount of \$90,000.00 plus administrative fees.

Mark Holmes presented the following:

- The Town had been notified by the Laverne D. and Linda R. Wallace Trust that they were offering the Town the right to purchase 375 acre feet of extinguishment credits.
- The credits were a valuable water resource asset.
- The credits were used to obtain certificates of assured water supply.
- The \$90,000 amounted to \$240 per acre foot. A Town Ordinance required the Town to sell their water credits for \$250 per acre credit.
- The Town had a very small number of extinguishing credits and the purchase would bolster the portfolio by 5%.
- If the Town did not buy the credits, they could be purchased by someone else.

MOVED by Vice-Mayor Corey Mendoza, seconded by Councilmember Lon Turner to approve the purchase agreement with Laverne D. and Linda R. Wallace Trust, for 375 acre feet of Extinguishment Credits in the amount of \$90,000.00 plus administrative fees.

AYE: Mayor Jack Miller, Vice-Mayor Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner, Councilmember Eric Granillo, Councilmember Tom Armstrong

6 - 0 PASSED - Unanimously

- d) Consideration and possible action to approve the Partnership Agreement with The Nature Conservancy, and accept the grant award of \$75,000 for use in cost sharing for updates to the Northern Arizona Regional Groundwater Flow Model. (Frank Marbury, Public Works Director/Town Engineer)

Recommended Action: Approve the Partnership Agreement with The Nature Conservancy and accept the grant award of \$75,000 for use in cost sharing for updates to the Northern Arizona Regional Groundwater Flow Model.

Items 6 (d) and (e) were presented together.

- This was a historic collaborative opportunity between the Town and The Nature Conservancy, and would also include EHS Support, LLC.
- The Town had previously obtained an analysis of Assured Water Supply issued by the Arizona Department of Water Resources (ADWR) in 2008. It had been for a large volume of water. Once the permit was issued to the Town and locked up it protected the water supply for ten years.
- In 2018, the Town tried to renew the permit for analysis of Assured Water Supply, but the ADWR required a new groundwater model referred to as the Northern Arizona Regional Groundwater Flow Model (NARGFM).
- Initially the Town partnered with EHS Support, LLC to complete a Phase I work plan for how NARGFM could be constructed and developed, which was provided at no cost to the Town. EHS also met with ADWR to review the work plan and make some determinations for the next steps.
- A project overview was provided to the Council.
- The Nature Conservancy was interested in the development of an ADWR peer review NARGFM model to perform their own analysis in and around the Upper Verde River, therefore the Town and The Nature Conservancy had aligned goals.
- The cost for the Town to submit a NARGFM model would be approximately \$153,000. The Nature Conservancy was proposing a \$75,000 grant to the Town and deliver to them a peer reviewed model once the Town's analysis had been completed.
- EHS Support had completed Phase I, which determined what was required by ADWR for the NARGFM development.
- Staff and The Nature Conservancy supported the EHS Support, LLC scope of work for Phase II and III in the amount of \$153,833 through a Professional Services Agreement.
- Once the Town was issued a certificate of assured water supply permit, the Town could take the next steps of developing mitigation strategies for when the Town will be able to import water from the Big Chino. The Nature Conservancy was also interested in those developments, so there could be a future partnership opportunity with the Town.
- There was competition and time was of the essence for the work. Others were working to lock up their water supply from the Big Chino, so the goal was to get the analysis done at the earliest possible time to safeguard the Town's water interest.
- Town staff recommended approval of the Partnership Agreement with The Nature Conservancy, the \$75,000 grant and sharing the NARGFM work with The Nature Conservancy.
- Town staff recommended approval of the EHS Support, LLC professional services agreement.

MOVED by Vice-Mayor Corey Mendoza, seconded by Councilmember Eric Granillo to approve the Partnership Agreement with The Nature Conservancy and accept the grant award of \$75,000 for use in cost sharing for updates to the Northern Arizona Regional Groundwater Flow Model.

AYE: Mayor Jack Miller, Vice-Mayor Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner, Councilmember Eric Granillo, Councilmember Tom Armstrong

6 - 0 PASSED - Unanimously

- e) Consideration and possible action to approve the Professional Services Agreement with EHS Support, LLC for completion of the updates to the Northern Arizona Groundwater Flow Model in an amount not to exceed \$153,883.00. (Frank Marbury, Public Works Director/Town Engineer)

Recommended Action: Approve the Professional Services Agreement with EHS Support, LLC for completion of the updates to the Northern Arizona Groundwater Flow Model in an amount not to exceed \$153,883.00.

This item was presented by Mark Holmes under Item d.

MOVED by Vice-Mayor Corey Mendoza, seconded by Councilmember Lon Turner to approve the Professional Services Agreement with EHS Support, LLC for completion of the updates to the Northern Arizona Regional Groundwater Flow Model in an amount not to exceed \$153,883.00.

AYE: Mayor Jack Miller, Vice-Mayor Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner, Councilmember Eric Granillo, Councilmember Tom Armstrong

6 - 0 PASSED - Unanimously

- f) Consideration and possible action to approve emergency authorization for replacement of the permeate piping system at the Wastewater Treatment Plant. The cost for the work totaled \$77,965.00 and was performed by Double Down Construction. (Frank Marbury, Public Works Director/Town Engineer)

Recommended Action: Approve emergency authorization for replacement of the permeate piping system at the Wastewater Treatment Plant. The cost for the work totaled \$77,965.00 and was performed by Double Down Construction.

Frank Marbury presented the following:

- This was for emergency repair work at the Wastewater Treatment Plant.
- There was a break in November of the permeate piping system. The pipes were located outside the concrete basins at the plant. Since it was a vacuum system, it was difficult finding the leaks.
- The water was filtered and clean.

- The repair work consisted of repair tape over the piping and was only temporary.
- The only responsive company that had the availability, manpower and could come during the low flow periods was Double Down Construction.
- Because of the risk, staff moved ahead with the emergency repair. If the normal procurement rules had been followed, it would have been a six to twelve month process and the repair work could not be delayed that long.
- The finished work should last 15 to 20 years.
- Staff was requesting Council approve the emergency authorization for \$77,965 for the repair work.

Council and staff discussed the following:

Staff verified that Double Down Construction had the manpower to perform the necessary work. Town staff was also available to assist. Some larger companies could not break off from their current work to do the Town's project. Double Down was a local contractor.

MOVED by Vice-Mayor Corey Mendoza, seconded by Councilmember Annie Perkins to approve emergency authorization for replacement of the permeate piping system at the Wastewater Treatment Plant. The cost for the work totaled \$77,965.00 and was performed by Double Down Construction.

AYE: Mayor Jack Miller, Vice-Mayor Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner, Councilmember Eric Granillo, Councilmember Tom Armstrong

6 - 0 PASSED - Unanimously

- g) Consideration and possible action to award a construction contract to VSS International, Inc. for the FY 21 Slurry Seal Project in the amount of \$1,093,000. (Frank Marbury, Public Works Director/Town Engineer)

Recommended Action: Award a construction contract to VSS International, Inc. for the FY 21 Slurry Seal Project in the amount of \$1,093,000.

Vice-Mayor Mendoza recused himself from this item due to a conflict of interest.

Frank Marbury presented the following:

- As part of the Capital Improvement process through study sessions and Council meetings, this project had been formulated to perform slurry seal operations in various neighborhoods throughout Town.
- A review of the project neighborhoods was provided for Council.
- The original estimate for work was \$1.4 million dollars. Plans were developed and advertised for bid. The only bidder was VSS International, Inc. for \$1,093,000.
- Staff thought it was a good competitive bid and recommended awarding the contract.

Council and staff discussed the following:

- The Town had not used VSS International, Inc. before and staff thought this was the only slurry project the Town had done. It was a specialized method.

MOVED by Councilmember Lon Turner, seconded by Councilmember Tom Armstrong to award a construction contract to VSS International, Inc. for the FY 21 Slurry Seal Project in the amount of \$1,093,000.

AYE: Mayor Jack Miller, Councilmember Annie Perkins, Councilmember Lon Turner, Councilmember Eric Granillo, Councilmember Tom Armstrong

5 - 0 PASSED

- h)** Consideration and possible action to authorize staff to purchase +/- 3 acres referred to as 2590 Tree Farm Lane, Chino Valley, in an amount of \$85,000.00 with additional fees and commission of \$4,600.00, for a total of \$89,600.00. (Frank Marbury, Public Works Director/Town Engineer)

Recommended Action: Authorize staff to purchase +/- 3 acres referred to as 2590 Tree Farm Lane, Chino Valley, in an amount of \$85,000.00 with additional fees and commission of \$4,600.00 for a total of \$89,600.00.

Cecilia Grittmann presented the following:

- This had been discussed previously in executive session.
- The property was located near the lift station.
- Town contacted the seller's agent, and the \$85,000 price was agreed upon. This amount was within the range discussed by Council in Executive Session.

MOVED by Vice-Mayor Corey Mendoza, seconded by Councilmember Annie Perkins to authorize the purchase of +/- 3 acres referred to as 2590 Tree Farm Lane, Chino Valley in an amount of \$85,000.00 with additional fees and commission of \$4,600.00 for a total of \$89,600.00.

AYE: Mayor Jack Miller, Vice-Mayor Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner, Councilmember Eric Granillo, Councilmember Tom Armstrong

6 - 0 PASSED - Unanimously

7) **ADJOURNMENT**

MOVED by Councilmember Lon Turner, seconded by Councilmember Annie Perkins to adjourn the meeting at 6:35 p.m.

AYE: Mayor Jack Miller, Vice-Mayor Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner, Councilmember Eric Granillo, Councilmember Tom Armstrong

6 - 0 PASSED - Unanimously

Jack W. Miller, Mayor

ATTEST:

Erin N. Deskins, 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 _____ day of _____, 2021. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 2021.

Erin N. Deskins, Town Clerk



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

5. d.

Meeting Date: 02/09/2021

Contact Person: Erin Deskins, Town Clerk
Phone: 928-636-2646 x-1208

Department: Town Clerk

Item Type: Consent

AGENDA ITEM TITLE:

Consideration and possible action to approve January 19, 2021, study session minutes. (Erin N. Deskins, Town Clerk)

RECOMMENDED ACTION:

Approve January 19, 2021, study session minutes.

Attachments

01-19-21 draft minutes

DRAFT

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

TUESDAY, JANUARY 19, 2021
6:00 P.M.

CHINO VALLEY COUNCIL CHAMBERS
202 N. STATE ROUTE 89, CHINO VALLEY, AZ

1) CALL TO ORDER; ROLL CALL

Present: Mayor Jack Miller; Vice-Mayor Corey Mendoza; Councilmember Tom Armstrong (remotely); Councilmember Eric Granillo; Councilmember Cloyce Kelly; Councilmember Annie Perkins; Councilmember Lon Turner

Staff Present: Town Manager Cecilia Grittman; Assistant Town Attorney Joseph Estes (remotely); Finance Director Joe Duffy; Police Chief Chuck Wynn; Public Works Director/Town Engineer Frank Marbury; Development Services Director Joshua Cook; Assistant Planner Will Dingee; Administrative Technician Kathy Frohock (videographer); Deputy Town Clerk Traci Lavelle; Town Clerk Erin Deskins

Mayor Miller called the meeting to order at 6:03 p.m.

2) Review and discussion of the proposed regulations for recreational marijuana. (Joshua Cook, Development Services Director)

Joshua Cook and Joseph Estes presented the following:

- Staff had been working on the regulation language for recreational marijuana. Language was used from both City of Prescott and the County.
- Language included purpose statement definitions which defined items such as marijuana products, testing facilities, etc.
- A dual license from the state was required for those that wanted to sell recreational marijuana.
- Different towns had implemented their own rules, including complete bans on recreational marijuana, dual licensing requirements, and open recreational licensing sales.
- Licenses will be State issued, and there will not be a large number of licenses in the beginning.
- There was a distance requirement between dispensaries which would further limit the number of establishments.
- The Town already allowed medical marijuana sales and cultivation sites. The changes that needed to happen to local requirements included testing facilities prohibitions.
- UDO Section 4.30 regarding medical marijuana would also need to be modified to reference Town Code Section 117.

- An exemption clause needed to be added to Section 117-5 for the existing PDR facilities.

Council members and staff discussed the following:

- The State was allowing those who were licensed to cultivate medical marijuana priority to apply for and receive the dual license to cultivate recreational marijuana.
- The Town did not require grow house, cultivation and dispensaries to be tied together. The current marijuana sites in Town were not considered dispensaries. They cultivated and shipped the product to another site for processing. The Department of Health had required any cultivating sites to be attached to a dispensary site in order to be licensed. Any future licensed marijuana cultivation sites would need to follow State Statutes and Town regulations, including being in the Industrial Zone.
- Old Home Manor (OHM) Business Park had excluded greenhouses completely and it was not an industrial zoned area.
- The definitions of public space and open area was defined in the draft language.
- Someone could have both a cultivation/distribution site and a dispensary, but they could not be on the same site per the specified regulations in Section 117-4.
- Under the current code, any individual who wanted to cultivate and extract, had to be located in an industrially zoned site, or a site that had the protected development right.
- Extraction and infusion were the process of making or using the product into something else such as baked goods or gummy candies. The definitions of both could be added to the Code and the UDO.
- The current language in Town Code for medical marijuana specified that retail sales were not allowed in a cultivation facility. Infusion needed to be located on the same site as the dispensary or cultivation facility. Section 117 only addressed recreational marijuana. The UDO would reference the Section 117 only and the current medical marijuana language needed to be updated. Town Code would not reference the UDO. Town Code would regulate all recreational marijuana and the UDO would continue to be the only Town regulation to address medical marijuana within the Town.
- Further modifications could be made to the UDO in the future.
- It would be up to the State to determine the number of licenses issued and how they would be issued to the counties. The towns and municipalities would determine where the facilities could be located. The Town could limit the number of facilities through UDO language and criteria. It was unclear what the difference was between a medicinal consumer location and cultivators who grew the product when it came to dual licensing.
- Town Code did not have to be heard by Planning and Zoning but any changes to the UDO would need to go to the Planning and Zoning Commission first.

3) Consideration and discussion regarding moving forward with completing the 70% Police Building Design and financing the construction of a new Police Department. (Chuck Wynn, Police Chief)

Chief Wynn, Joe Duffy, Douglas Stroh – Stroh Architecture, Richard Aldridge – Civiltec, Bill Otwell – Otwell Architecture, William Waldron – Stroh Architecture presented the following:

- Chief Wynn provided an overview of the current facility, department needs, locations and the new project development and process. Issues included:
 - The building was too small, was in poor shape, was not ADA compliant, and could not be accredited.
 - There was only one restroom for staff and the public.
 - The holding cell area required male and female juveniles be separated by sight and

- sound to be accredited and the current site was out of compliance.
 - The officer area functioned as a lunchroom, changing area and evidence processing area. The cells were adjacent to the area and it was loud.
 - There was a storage shortage issue.
 - The lobby could not provide privacy for victims or social distancing during the current pandemic situation.
 - There was not any meeting space.
- The proposed building was 16,725 square feet and offered potential for expansion. It provided all the necessary space and needs that the current location was lacking. The building would allow the department to become ADA compliant and to be certified.
 - It was recommended by the consultants and ADOT that the facility driveway that currently existed not be permanently closed but have a locked gate that could be accessed in an emergency. The current entrance would be replaced by a two way drive access. The consultants had been working with ADOT during the design phase. ADOT originally wanted to have a turn lane but their traffic engineers had advised that was not necessary. ADOT had generally agreed with the consultants to eliminate the turn lane and put in a 36' wide driveway with a left and right exit lane and a separate entrance lane.
- The design process included:
 - Touring the current facility and touring two other facilities. One was the Prescott Police department designed by the Town's architects in 1989 and it was currently used exactly as it had been designed. The Prescott Valley Police facility was also toured.
 - There had been two program sessions and two design meetings with staff and consultants. The design incorporated high security and energy efficiency. Their buildings were designed to be virtually maintenance free.
 - The final design reflected input from a dozen people in the department from organized meetings.
 - There were at least eight to ten years built in for growth in the future before it would outgrow the area. The site plan would allow expansion of at least another 10,000 square feet for building.
 - The design was reviewed with Council.
 - The building was elevated above flood elevation but during a 100 year event there was a potential for storm water to bypass around the facility. The water would be channeled away from the building.
 - Facility water and sewer utilities were over viewed.
 - The final floor plan was presented. It had been further refined since the previous plan was presented to Council.
 - The proposed roof was rubber and had a 30 year lifespan. The building was steel and concrete blocks and required little maintenance.
- The construction period would last about 14 months.
- Abacus, a professional estimating company, provided an estimate report at \$6.2 million. This cost was for the total package including landscaping and furniture.
- When it was put out to bid, it would include bid alternates to enable the Town to cut down the price if necessary.
- The total building price was currently \$6,378,000. It would cost approximately \$100,000 to finance the project. The Town had budgeted approximately \$1 million dollars and would need to finance approximately \$5.6 million. A 20 year loan with a 3% interest rate would have an annual payment of \$343,000-\$376,000. A 25 year loan would be between \$287,000 and \$322,000. Staff recommended a 25 year loan, but the Town could afford the 20 year loan as well. If the Town put an additional \$1 million down, it would be very tight, but would have substantial annual savings. Staff reviewed the HURF funds

and explained that because the fund revenue was estimated conservatively, the Town would do better than projected and have approximately \$12.2 million dollars. Expenditures were handled in the same manner. This allowed the Town to build their reserve funds. The fund balance in June 2021 was estimated to be \$6.3 million but would most likely be higher. There would be approximately \$2.4 million in road improvements with the HURF funds and CARE Act funds. Staff reviewed the future road budget funding, refinancing current loans for annual savings and other funding matters for Council. The Town was in good financial condition and could afford the loan and to maintain the roads.

Council Members, architects and staff discussed the following:

- The public meeting space was designed to hold 200 people in a seating scenario. It was 1,002 square feet and had a catering kitchen for events.
- Entering the highway from the facility was not any safer than their current location, but it was faster and avoided residential and backstreets to get to the highway.
- The North entrance would have a locked gated entrance with Knox Box key access. It would typically be locked and closed and not accessible to the public. ADOT was requiring the closure over concerns of adjacent driveway turn lane conflicts.
- There were concerns regarding emergency vehicles getting out to the highway during heavy traffic periods. If the other driveway was open it could be used as a merge lane for officers. The cost of a turn lane was very high because of utility relocations. The cost of the turn lane with utility relocation was approximately \$100,000. There was also an issue with a third lane used for turning, and people coming and going weaving to avoid one another. There could be emergency warning flashing lights installed on the highway in the future, with a budget of approximately \$200,000.
- As part of the landscaping plan, there were detention ponds for storm water and water harvesting.
- The building size would be appropriate for at least 10 years but depended on population growth. The expansion growth size was a minimum of 10,000 square feet but could go as high as 14,000 square feet. The two story design provided better site utilization and allowed for future expansion. The building design itself was also designed for expansion and a circulation pattern. The lobby space and main entrance to the building was a two story space and very open, allowing for circulation to the North and South which would accommodate future expansions. The estimated future growth space allowance was generous and most likely could be pushed to 20 or more years. The design purposely included a large amount of open space that could accommodate cubicles when necessary.
- The water retention could also accommodate future expansion of the building by expanding the existing basin.
- The Conex boxes contained case files and had to be retained for 99 years. The containers would most likely be moved to the shooting range area. The active cases would remain at the new building.
- The 25 year loan period was a good option because it kept a better cash flow to the Town, but staff thought either a 20 or 25 year loan were both good options. The Town could pay more money to pay it off early.
- Members were concerned about the \$1.6 million estimated cost to continue to maintain the roads and it was expected that the annual cost would continue to rise. Staff explained the flip side was that if the Town did not build the Police building for five years, the cost to build would also rise. Council would also be studying road and police impact fees as well. Online shopping and local shopping due to the pandemic had helped the Town's sales tax budget. Members did not see the online sales numbers going down in the future.

- Members discussed financing and the financial impact of building the police facility. Staff explained that construction sales tax revenue was up 12%, but it had not increased as much as retail sales. Total construction revenue for the Town was approximately \$1.5 million annually. Members also discussed different financial options for the Police facility loan and possible future road and infrastructure funding options from the State.
- The Town wanted to hold on to the old police facility but were unsure of the direction. Development services needed space, but their building was in good shape. The public works department needed to be gutted and remodeled. Whomever moved to the building, would have expenses that came with it. Staff had put estimated budget placeholders for the future project but didn't have knowledge of the project scope or cost.
- The State had not addressed the HURF fund since 1991. It might be something they address at some point in the future. The Town also had to be out of the Roads building by September 2021 because of the equestrian lease.
- Members discussed being careful about the amount of money they put down and not overextending their finances and limiting the ability to address other Town projects. The benefits of both the 20 year and 25 year loan terms were discussed. Staff explained that a bond was locked in for the first ten years and could not be prepaid. The money could be put away for ten years and when that time had passed, it could be applied to the bond. Most members supported the \$1 million down and 25 year loan terms.
- The new building would not require additional staff to maintain the facility or landscaping. Any additional maintenance was minimal.
- Staff explained why the PSPRS refinancing was not a good option for the Town.
- Members shared future concerns about the location versus worsening traffic conditions.
- A member questioned how emergency access could be acquired to Center Street for the ability to access the traffic light. Staff explained there was a 30 foot City of Prescott easement for a high pressure waterline. It would be an expensive option because the Town would have to acquire the property and address drainage issues. The City of Prescott was not opposed to a road over the waterline as long as the construction didn't bust a waterline. That route would take the police back through a residential neighborhood. Members thought the best solution was ADOT approved traffic lights that could be activated during an emergency, similar to the Fire Departments. It would also be less expensive than a driveway to Center Street.
- Members questioned keeping the current building as a substation and erecting a new facility at Old Home Manner. Staff explained that they were trying not to split up department staff because it was not cohesive. They were a very interactive department.
- Members discussed their reservations regarding the facility. Some Members had concerns about the location and potential traffic problems and accidents. Other Members thought that no matter where the facility was located, they would have to contend with the highway. All members agreed warning lights would be beneficial.
- Members asked staff to research the cost of warning lights and come back with new numbers. They would still need ADOT approval. The consultants had been working with them and could discuss the possibility of warning lights.
- There were concerns that interest rates would increase substantially, but staff believed they would remain steady for several years. Staff was more concerned about inflation and the prices of building material going up, building material was difficult to get, as was labor.
- It would take 15 weeks to prepare construction documents and four and a half weeks to bid the project, and a couple of weeks to prepare the contracts. It could be out to bid by mid-May.
- Staff could start the financing and refinancing, and have the money in the bank within 100 days.
- The Item could be added to the next Council meeting Agenda.

AYE: Mayor Jack Miller, Vice-Mayor Corey Mendoza, Councilmember Tom Armstrong (remotely), Councilmember Eric Granillo, Councilmember Cloyce Kelly, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

- 4) Review and discussion regarding rosters for Council subcommittees and entity appointments. (Erin Deskins, Town Clerk)

Mayor Miller explained that the suggestions were his and were not definite:

- Upper River Watershed Coalition: Turner and Alternate Mendoza
- Northern Arizona Municipal Water Association: Miller and Alternate Mendoza
- Technical Advisory Committee: Mark Holmes and Town Engineer
- SYMPO: Armstrong and Alternate Mendoza
- SYMPO Technical: Town Engineer and Assistant Town Engineer
- NACOG: Mayor and Alternate Mendoza
- GAMA: Miller and Alternate Mendoza
- League Resolutions: Miller and Alternate Mendoza
- Yavapai Regional Medical Council of Electors: Miller and Alternate Perkins
- Chamber of Commerce: Kelly and alternate Granillo
- Arizona Municipal Risk: Town Manager and alternate Kyriakakis
- Yavapai Combined Trust: Kyriakakis and alternate Resendez
- Liaison to Chino Valley Fire District: Miller and alternate Perkins
- Prescott Regional Airport Master Committee: Miller and alternate Perkins
- Appointments Committee: Miller, Armstrong, Turner
- Economic Development: Perkins, Granillo, Armstrong
- Finance Committee: Armstrong, Kelly, Mendoza
- Public Safety: Perkins, Granillo, Miller
- UDO: Turner, Kelly, Mendoza
- Roads and Streets: Kelly and Armstrong
- Water and Utilities: Turner, Mendoza, Granillo

AYE: Mayor Jack Miller, Vice-Mayor Corey Mendoza, Councilmember Tom Armstrong (remotely), Councilmember Eric Granillo, Councilmember Cloyce Kelly, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

- 5) ADJOURNMENT

MOVED by Councilmember Lon Turner, seconded by Councilmember Annie Perkins to adjourn the meeting at 8:18 p.m.

AYE: Mayor Jack Miller, Vice-Mayor Corey Mendoza, Councilmember Tom Armstrong (remotely), Councilmember Eric Granillo, Councilmember Cloyce Kelly, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

Jack W. Miller, Mayor

ATTEST:

Erin N. Deskins, Town Clerk

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 _____ day of _____, 2021. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 2021.

Erin N. Deskins, Town Clerk



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6. a.

Meeting Date: 02/09/2021
Contact Person: Joe Duffy, Finance Director
 Phone: 928-636-2646 x-1211
Department: Finance
Estimated length of staff presentation:
Physical location of item: N/A

AGENDA ITEM TITLE:

Consideration and possible action to accept the Comprehensive Annual Financial Report and the Annual Expenditure Limitation Report for the fiscal year ended June 30, 2020, as prepared by Henry & Horne, LLP, Certified Public Accountants. (Joe Duffy, Administrative Services Director)

RECOMMENDED ACTION:

Accept the Comprehensive Annual Audited Financial Report and the Annual Expenditure Limitation Report for the fiscal year ended June 30, 2020, as prepared by Henry & Horne, LLP, Certified Public Accountants.

SITUATION AND ANALYSIS:

Henry & Horne, LLP was retained by the Town to complete the audit for the fiscal year ended June 30, 2020.

The audit has been completed, and the final reports have been issued.

Other Pertinent Documents Available Upon Request:

Appendix 6a-1. A printed copy of the report is being provided to Council and pertinent staff separately. The report is available on the Town's website at <http://www.chinoaz.net/AgendaCenter> with the February 9, 2021, Council Meeting documents.

Fiscal Impact

Fiscal Impact?: None
If Yes, Budget Code:
Available:
Funding Source:

Attachments

No file(s) attached.

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6. b.

Meeting Date: 02/09/2021
Contact Person: Marrilee Easton, Civilian Officer
 Phone: 928-636-4223 x-1283
Department: Police
Estimated length of staff presentation: None
Physical location of item: n/a

AGENDA ITEM TITLE:

Consideration and possible action to (i) approve the 70% Police Building Design, (ii) approve the First Amendment to Professional Services Agreement with Stroh Architecture, Inc. for completion of construction plans and (iii) authorize and direct staff to arrange for financing options and to solicit bids for construction. (Chuck Wynn, Police Chief)

RECOMMENDED ACTION:

(i) Approve the 70% Police Building Design, (ii) approve the First Amendment to Professional Services Agreement with Stroh Architecture, Inc. for completion of construction plans and (iii) authorize and direct staff to arrange for financing options and to solicit bids for construction.

Fiscal Impact

Fiscal Impact?: Yes
If Yes, Budget Code: 05-90-5541
Available: 294,667
Funding Source:

Attachments

Estimate of Probable Cost
 Schedule
 PSA - Stroh Architecture - First Amend.



**CHINO VALLEY POLICE FACILITY - REVISION 1
CHINO VALLEY, ARIZONA**

DESIGN DEVELOPMENT ANALYSIS

November 4, 2020

**Prepared for
Stroh Architecture**

**Prepared by
Abacus Project Management, Inc.**

**3030 North Central Avenue, Suite 803
Phoenix, AZ 85012
P 800 518 0876 / F 602.296.0114
www.AbacusPM.com**

CHINO VALLEY POLICE FACILITY - REVISION 1

Design Development Analysis

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Section VII	Alternate 2 - Totals Summary
Section VIII	Alternate 2 - Estimate Detail

**3030 North Central Avenue, Suite 803
Phoenix, AZ 85012
P 800 518 0876 / F 602 296 0114
www.AbacusPM.com**

PROJECT
Project
Level of Estimate
Cost Estimate Summary

	CHINO VALLEY POLICE FACILITY - REVISION 1	Total Cost
	Division 2 - Sitework	\$748,383
	Division 2 - Interior Demolition	\$0
	Division 3 - Concrete	\$179,305
	Division 4 - Masonry	\$254,277
	Division 5 - Metals	\$438,916
	Division 6 - Wood & Plastics	\$54,628
	Division 7 - Thermal & Moisture Protection	\$515,201
	Division 8 - Doors & Windows	\$255,250
	Division 9 - Finishes	\$543,565
	Division 10 - Specialties	\$49,706
	Division 11 - Equipment	\$86,900
	Division 12 - Furnishings	\$4,032
	Division 13 - Special Construction	\$0
	Division 14 - Conveying Systems	\$85,000
	Division 15 - Mechanical Systems	\$519,839
	Division 16 - Electrical	\$438,996
	Sub Total	\$4,173,997
	General Conditions (7%)	\$292,180
	Sub Total	\$4,466,177
	Overhead and Profit (5%)	\$223,309
	Sub Total	\$4,689,486
	Bond & Insurance (3%)	\$140,685
	Sub Total	\$4,830,171
	Design Contingency - 1%	\$48,302
	Sub Total	\$4,878,472
	Construction Contingency - 3%	\$146,354
	Sub Total	\$5,024,827
	Sales Tax (Special) - (6.7%)	\$336,663
	Sub Total	\$5,361,490
	Escalation (6 months at 3%/year)	\$75,372
	Total Construction Cost	\$5,436,862
	Total Cost Per Square Foot	
	16,725 SF	\$325.07 sf

Project
Project
Level of Estimate
Cost Estimate Detail

	CHINO VALLEY POLICE FACILITY - REVISION 1	Quantity (Units)	Unit	Unit Cost	APM Total	APM Total
	Division 2 - Sitework					
	Construction Survey & Staking, Mag Sp 105.8	1	LS	\$5,000.00	\$5,000	
	Swppp, Erosion Control Devices And Seeding Mag Sp 107.15	1	LS	\$25,000.00	\$25,000	
	Mobilization, Mag 109.10	1	LS	\$10,000.00	\$10,000	
	Traffic Control, Mag Sp 401, Yc Sp Item 18	1	LS	\$7,500.00	\$7,500	
	Quality Control Testing Mag, Sp 106.9	1	LS	\$10,000.00	\$10,000	
	Removal Of Existing Improvements	1	LS	\$20,000.00	\$20,000	
	Cut/Fill	5,500	CY	\$5.00	\$27,500	
	Unsuitable Material Allowance	100	CY	\$25.00	\$2,500	
	Sawcut Existing Ac Pavement, Mag 340.3	40	LF	\$10.00	\$400	
	Subgrade Preparation, Mag 301	5,410	SY	\$5.00	\$27,050	
	3" Ac, Mag C-3/4" Over 8" Abc	5,410	SY	\$42.00	\$227,220	
	Concrete Sidewalk Per Qcsd 230Q With 4" Abc	7,625	SF	\$5.50	\$41,938	
	Curb Ramp, Mag 236-4	3	EA	\$750.00	\$2,250	
	Curb And Gutter, Mag 220, Type A, With 4" Abc	590	LF	\$15.00	\$8,850	
	Single Curb, Mag 222, Type A, With 4" Abc	1,280	LS	\$12.50	\$16,000	
	Curb And Gutter With 4" Abc, Adot C-05.10, Type G	60	LF	\$18.00	\$1,080	
	6' Wide Concrete Valley Gutter, Mag 240	1,270	SF	\$7.50	\$9,525	
	6" Hdpe Landscape Drain Pipe	17	LF	\$20.00	\$340	
	Detention Basin Outlet Concrete Structure	1	LS	\$1,250.00	\$1,250	
	Under Wall Bubbler Drains, Mag Type G Double Catch Basins With Grates And 18" Pc Throu	30	EA	\$500.00	\$15,000	
	Parking/Ada Signs (5), Striping And Crosswalks (1,660 Lf @ 4" Wide Equivalent)	1	LS	\$7,500.00	\$7,500	
	Ada Handicap Parking Symbol	9	EA	\$175.00	\$1,575	
	Sidewalk Scupper, Mag 203 (13' Long)	1	EA	\$1,500.00	\$1,500	
	Riprap, D50 = 8" , Thickness 16"	21	SY	\$50.00	\$1,050	
	12" Hdpe Storm Drain With Slurry Backfill	162	LF	\$65.00	\$10,530	
	Security Gate and Controls	1	EA	\$15,000.00	\$15,000	
	Masonry Wall with Footing	2,080	LF	\$30.00	\$62,400	
	WATER & SEWER UTILITIES				\$0	
	Building Water Service (2")	285	LF	\$25.00	\$7,125	
	Building 2" Water Meter - City Of Prescott	1	EA	\$4,500.00	\$4,500	
	Building CI350 Dip 6" Fire Line	165	LF	\$50.00	\$8,250	
	Building CI350, Dip 8" Water Main	260	LF	\$65.00	\$16,900	
	Remote Fire Department Connection (Dry Line)	80	LF	\$70.00	\$5,600	
	Fire Hydrant Assembly With 6" Dip Waterline (30 Lf)	1	LS	\$1,500.00	\$1,500	
	Sewer Cleanout	2	EA	\$150.00	\$300	
	4" Building Sewer Service	195	LF	\$50.00	\$9,750	
	New Gas Line, Size Per Mpe - Approx 600 Lf From Existing Meter	600	LF	\$30.00	\$18,000	
	Impact Fees Allowance	1	LS	NIC	NIC	
	ADOT Lane Improvements Allowance	1	LS	\$30,000.00	\$30,000	
	Landscape & Irrigation Allowance	1	LS	\$75,000.00	\$75,000	
	25' Parking Lot Lights with foundation base	3	EA	\$4,500.00	\$13,500	
	Sitework Total					748,383
	Division 2 - Interior Demolition					
	No Scope In This Division	0		\$0.00	\$0	
	Division 2 - Interior Demolition Totals					0
	Division 3 - Concrete					
	Foundation - Concrete	96	CY	\$400.00	\$38,400	
	Foundations - Forms	1,782	SF	\$8.00	\$14,256	
	Foundations - Excavate	630	CY	\$18.00	\$11,340	
	Foundations - Backfill	534	CY	\$15.00	\$8,010	
	Concrete Foundation Stem Wall	77	SF	\$30.00	\$2,310	
	4" Slab On Grade/Moisture Barrier/Base	9,711	SF	\$6.25	\$60,694	
	6" Slab On Grade/Moisture Barrier/Base - Sallyport	934	SF	\$7.50	\$7,005	
	Slab On Metal Deck	6,080	SF	\$5.50	\$33,440	
	Premium for thickend slab for File Storage	385	SF	\$10.00	\$3,850	
	Division 3 - Concrete Totals					179,305
	Division 4 - Masonry					
	4x8x16 Masonry - Skin (Integral Color with Dry Block Additive)	7,020	SF	\$17.50	\$122,850	
	8x8x16 Masonry - Skin (Integral Color with Dry Block Additive)	1,034	SF	\$20.50	\$21,197	
	Ledge Stone Sandstone - Skin	940	SF	\$25.00	\$23,500	
	8" CMU Interior Partitions	6,195	SF	\$11.50	\$71,243	
	8" CMU Interior - Grout 100%	6,195	SF	\$2.50	\$15,488	

Project
Project
Level of Estimate
Cost Estimate Detail

	CHINO VALLEY POLICE FACILITY - REVISION 1	Quantity (Units)	Unit	Unit Cost	APM Total	APM Total
	Division 4 - Masonry Totals					254,277
	Division 5 - Metals					
	Structural Steel - Columns (1.5/SF)	13	TNS	\$4,500.00	\$56,700	
	Floor Framing - (6#/SF)	18	TNS	\$4,500.00	\$82,350	
	Roof Framing (5#/SF)	27	TNS	\$4,500.00	\$119,700	
	Misc Steel @ 1.5#/SF	13	TNS	\$4,500.00	\$56,475	
	Canopy/Eyebrow Framing	10	TNS	\$4,500.00	\$44,145	
	Bollards	6	EA	\$1,000.00	\$6,000	
	Metal Floor Deck	10,645	SF	\$3.25	\$34,596	
	Metal Roof Deck	6,080	SF	\$2.50	\$15,200	
	Roof Access Stair With Rails	1	EA	\$1,500.00	\$1,500	
	Ladder from Low Roof to High Roof	1	EA	\$1,500.00	\$1,500	
	Stairs with Railings	2	FLTS	\$10,000.00	\$20,000	
	Elevator Pit Ladder	1	EA	\$750.00	\$750	
	Division 5 - Metals Totals					438,916
	Division 6 - Wood & Plastics					
	Treated Interior Blocking	16,725	SF	\$0.15	\$2,509	
	Treated Roof Blocking	10,676	SF	\$0.25	\$2,669	
	Counter at Report Desk	21	LF	\$100.00	\$2,100	
	Counter at Evidence Storage	16	LF	\$100.00	\$1,600	
	Break Room Cabinet with Countertop	10	LF	\$425.00	\$4,250	
	Wall Cabinet at Break Room	13	LF	\$125.00	\$1,625	
	Vanity Counter	30	LF	\$200.00	\$6,000	
	Counter at Women	3	LF	\$125.00	\$375	
	Base Cabinet Kitchen	8	LF	\$425.00	\$3,400	
	Counter at Kitchen	15	LF	\$200.00	\$3,000	
	Wall Cabinet at Kitchen	12	LF	\$125.00	\$1,500	
	Base Cabinet at Copy	6	LF	\$425.00	\$2,550	
	Base Cabinet at Coffee	8	LF	\$425.00	\$3,400	
	Shelves at Storage	5	EA	\$750.00	\$3,750	
	Cabinet at 2nd Floor Bathroom	2	EA	\$500.00	\$1,000	
	Cabinets below Work Table	24	LF	\$350.00	\$8,400	
	Work Table 6x6	1	EA	\$1,500.00	\$1,500	
	Mailboxes at Reports	1	LS	\$5,000.00	\$5,000	
	Division 6 - Wood & Plastics Totals					54,628
	Division 7 - Thermal & Moisture Protection					
	Fluid Applied Air Barrier	12,381	SF	\$6.00	\$74,286	
	Rigid Cavity Wall Insulation	1,246	SF	\$2.00	\$2,492	
	6" Exterior Wall Batt Insulation	12,381	SF	\$1.25	\$15,476	???
	12" - R38 Batt Insulation	10,677	AF	\$2.75	\$29,362	
	80Mil TPO Roof System	10,677	SF	\$15.00	\$160,155	
	Roof up Parapet	3,000	SF	\$8.00	\$24,000	
	Coping	717	LF	\$25.00	\$17,925	
	Walk Pads	568	LF	\$7.50	\$4,260	
	Canopy/Eyebrow	188	SF	\$10.00	\$1,880	
	Canopy at Entrance	592	SF	\$10.00	\$5,920	
	Canopy at Garage	183	SF	\$10.00	\$1,830	
	Roof Hatch	1	EA	\$2,000.00	\$2,000	
	Metal Panels	4,633	SF	\$35.00	\$162,155	
	Densglass Ceiling at Patio	101	SF	\$9.50	\$960	
	Sealants/Caulking - Allowance	1	LS	\$5,000.00	\$5,000	
	Firestopping Allowance	1	LS	\$2,500.00	\$2,500	
	Sound Batt Allowance	1	LS	\$5,000.00	\$5,000	
	Division 7 - Thermal & Moisture Protection Totals					515,201
	Division 8 - Doors & Windows Totals					
	HM Frame/SC Wood Door - 3-0 x 7-0 - Single	49	EA	\$750.00	\$36,750	
	HM Frame/SC Wood Door - 3-0 x 7-0 - Double	3	EA	\$1,400.00	\$4,200	
	Single Security Door/Frame at Holding Cells	5	EA	\$3,000.00	\$15,000	
	Single Security Door/Frame at Holding Area	5	EA	\$3,000.00	\$15,000	
	Security Hardware	10	EA	\$2,000.00	\$20,000	
	Security View Window at Juvenile Holding Cell - Allowance	1	LS	\$1,500.00	\$1,500	

Project
Project
Level of Estimate
Cost Estimate Detail

	CHINO VALLEY POLICE FACILITY - REVISION 1	Quantity (Units)	Unit	Unit Cost	APM Total	APM Total
	HM Frames/HM Ext Door - Single	4	EA	\$950.00	\$3,800	
	Int Doors - Add For View Windows	7	EA	\$150.00	\$1,050	
	Interior Finish Hardware - Per Leaf	55	EA	\$450.00	\$24,750	
	Exterior Finish Hardware - Per Leaf	7	EA	\$750.00	\$5,250	
	Card Readers	42	EA	\$750.00	\$31,500	
	Exterior Alum/Glass Storefront Door - Double	1	EA	\$2,500.00	\$2,500	
	Exterior Alum/Glass Storefront Door - Single	1	EA	\$1,750.00	\$1,750	
	Exterior Alum/Glass Storefront Windows	422	SF	\$50.00	\$21,100	
	Exterior Alum/Glass Storefront	66	SF	\$50.00	\$3,300	
	Exterior Curtainwall - Structural Glazed w/Vertical Mullions	530	SF	\$75.00	\$39,750	
	Interior Glass	29	SF	\$50.00	\$1,450	
	Glass at Reception Counter with pass thru and drawer	13	LF	\$125.00	\$1,625	
	Exterior Roll-up Doors - 12 x 10 Electric	2	EA	\$5,000.00	\$10,000	
	Exterior Roll-up Doors - 10 x 10 Electric	1	EA	\$4,500.00	\$4,500	
	Coiling Shutter at Catering Kitchen	49	SF	\$75.00	\$3,675	
	Mirror at Gym			NIC	NIC	
	Glass Handrail	17	LF	\$400.00	\$6,800	
	Division 8 - Doors & Windows Totals					255,250
	Divison 9 - Finishes					
	2x2 ACT	10,373	SF	\$4.00	\$41,492	
	Gyp Bd Ceiling	204	SF	\$6.00	\$1,224	
	Secure Gyp Bd Ceiling	582	SF	\$6.00	\$3,492	
	Security Mesh above Secure Gyp Clg	582	SF	\$12.50	\$7,275	
	MR Gyp Bd Ceiling	1,423	SF	\$6.50	\$9,250	
	Metal Studs & Gyp Bd BS - Interior Partition	21,427	SF	\$7.50	\$160,703	
	Metal Studs, Sheathing & Gyp Bd OS - Exterior Wall	12,381	SF	\$9.50	\$117,620	
	Bulkhead	32	SF	\$10.00	\$320	
	Paint Open Structure	2,352	SF	\$2.50	\$5,880	
	Paint Gyp Walls	42,314	SF	\$1.20	\$50,777	
	Epoxy Paint CMU Walls - Holding, Shower & SallyPort	10,864	SF	\$3.50	\$38,024	
	Paint Frame/Stain Interior Doors - Single	59	EA	\$45.00	\$2,655	
	Paint Frame/Stain Interior Doors - Double	3	EA	\$75.00	\$225	
	Paint Frame/ Exterior Doors - Single	4	EA	\$45.00	\$180	
	LVT	10,812	SF	\$6.50	\$70,278	
	Rubber Base	3,306	LF	\$2.50	\$8,265	
	Ceramic Tile	1,027	SF	\$11.00	\$11,297	
	Sealed Concrete	2,096	SF	\$1.25	\$2,620	
	Ceramic Tile Base	355	LF	\$11.00	\$3,905	
	Carpet Tiles	180	SY	\$45.00	\$8,085	
	Division 9 - Finishes Totals					543,565
	Division 10 - Specialties					
	Interior Signage - Allowance	1	LS	\$3,000.00	\$3,000	
	Exterior Letters - 24"	27	EA	\$400.00	\$10,800	
	Bench at Holding Cell	22	LF	\$49.00	\$1,078	
	Acc's at Holding Toilet Allowance	1	LS	\$250.00	\$250	
	Closet Rod & Shelf	4	LF	\$35.00	\$140	
	Bench at Lockers	30	LF	\$50.00	\$1,500	
	Lockers at Men & Women			NIC	NIC	
	Fold Down Adult Changing Table	1	EA	\$2,500.00	\$2,500	
	Toilet Compartments - Hdcp	4	EA	\$1,650.00	\$6,600	
	Toilet Compartments - Standard	5	EA	\$1,400.00	\$7,000	
	Toilet Compartments - Urinal Screens	3	EA	\$350.00	\$1,050	
	Handicap Grab Bars	8	EA	\$55.00	\$440	
	Toilet Tissue Holder - Double Roll	12	EA	\$45.00	\$540	
	Toilet Seat Cover Dispenser	11	EA	\$75.00	\$825	
	Sanitary Napkin Dispenser	4	EA	\$425.00	\$1,700	
	Sanitary Napkin Disposal	8	EA	\$85.00	\$680	
	Coat/Towel Hooks	9	EA	\$12.00	\$108	
	Framed Mirror - 2'-0W x 3'-6"H	12	EA	\$135.00	\$1,620	
	Hand Soap Dispenser	11	EA	\$35.00	\$385	
	Paper Towel Disp/Waste Receptacle	10	EA	\$275.00	\$2,750	
	Seat Cover Dispenser	11	EA	\$75.00	\$825	
	Electric Hand Dryer at Public Restrooms	4	EA	\$1,150.00	\$4,600	
	Fire Extinguisher	6	EA	\$65.00	\$390	
	Fire Extinguishers Cabinets	5	EA	\$150.00	\$750	
	Fire Extinguisher Brackets	1	EA	\$25.00	\$25	
	Marker Board Allowance			NIC	NIC	

Project
Project
Level of Estimate
Cost Estimate Detail

	CHINO VALLEY POLICE FACILITY - REVISION 1	Quantity (Units)	Unit	Unit Cost	APM Total	APM Total
	Mop and Broom Holder	2	EA	\$75.00	\$150	
	Division 10 - Specialties Totals					49,706
	Division 11 - Equipment					
	Physical Fitness Equipment			\$15,000.00	\$0	
	Fingerprinting Equipment	1	LS	\$5,000.00	\$5,000	
	High-Density File Storage - Allowance	1	LS	\$50,000.00	\$50,000	
	Flagpoles	1	EA	\$3,500.00	\$3,500	
	Evidence Lockers - Allowance	6	EA	\$1,500.00	\$9,000	
	Drying Cabinet			NIC	NIC	
	CSI Lab Equipment			NIC	NIC	
	Bicycle Storage & Repair			NIC	NIC	
	Tactical Storage Units			NIC	NIC	
	Eyewash & Decontamination (Sallyport)			See Divison 15		
	Refrigerator		EA	\$2,200.00	\$0	
	Dishwasher	2	EA	\$650.00	\$1,300	
	Disposal	2	EA	\$250.00	\$500	
	Microwaves			NIC	NIC	
	Duress Alarm System			NIC	NIC	
	AVV Equipment - Docket Display			NIC	NIC	
	AVV Equipment - Monitors in Lobby/Waiting			NIC	NIC	
	AVV Equipment - Break Room TV(s)			NIC	NIC	
	AVV Equipment - Paging/Intercom System			NIC	NIC	
	Walk-In Cooler/Cold Storage	68	SF	\$150.00	\$10,200	
	Walk-In Freezer	37	SF	\$200.00	\$7,400	
	Gun Box at Salley Port			NIC	NIC	
	K-9 Pens			NIC	NIC	
	Shelves at Kitchen Storage Allowance			NIC	NIC	
	Cubicles - 7x7			NIC	NIC	
	Division 11 - Equipment Totals					86,900
	Division 12 - Furnishings					
	Blinds - Exterior Punched Windows	422	SF	\$6.00	\$2,532	
	Walk-off Entrance Mats - Allowance	1	LS	\$1,500.00	\$1,500	
	Furniture, Fixtures, and Equipment	1	LS	NIC	NIC	
	Division 12 - Furnishings Totals					4,032
	Division 13 - Special Construction					
	No Scope In This Division	0		\$0.00	\$0	
	Division 13 - Special Construction Totals					0
	Division 14 - Conveying Systems					
	Elevator - 2 Stop	1	LS	\$85,000.00	\$85,000	
	Division 14 - Conveying Systems Totals					85,000
	Divisions 15 - Mechanical					
	FIRE PROTECTION SYTEMS	16,725	SF	\$ 2.50	\$41,813	
	Fire Protection Systems					
	Plumbing Systems					
	PLUMBING FIXTURES & DRAINS					
	WC-1, standard water closet w/ trim, flush valves, complete	3	Each	\$ 990.00	\$2,970	
	WC-2, ADA water closet w/ trim, flush valves, complete	2	Each	\$1,055.00	\$2,110	
	WC-3, Juvenile type in holding cell & secure areas	4	Each	\$1,560.00	\$6,240	
	WC-4, water closet, unisex restroom	4	Each	\$1,075.00	\$4,300	
	UR-1, urinal w/ flush valve and trim, complete	3	Each	\$921.00	\$2,763	
	LAV-1, ADA type wall mtd w/ trim	1	Each	\$531.00	\$531	
	LAV-2, Vandal resistant, ADA type wall mtd w/ trim	9	Each	\$795.00	\$7,155	
	ST, Shower w/ drain, ADA type single piece Fbgls per schedule	5	Each	\$1,120.00	\$5,600	
	ESH, Emerg'y shower w/ trim complete	1	Each	\$1,448.00	\$1,448	
	SK-1, Stainless steel w/ trim, complete	2	Each	\$521.00	\$1,042	
	SK-2, ADA type, double comp't Stainless Steel, vandal resistant	1	Each	\$890.00	\$890	

Project

Project

Level of Estimate

Cost Estimate Detail

	CHINO VALLEY POLICE FACILITY - REVISION 1	Quantity (Units)	Unit	Unit Cost	APM Total	APM Total
	MS, Janitor mop sink & trim	2	Each	\$1,500.00	\$3,000	
	Fixture rough-ins and final connections	37	Each	\$275.00	\$10,175	
	Shower drains	6	Each	\$312.00	\$1,872	
	Floor drain w/ trap primer, complete	2	Each	\$379.00	\$758	
	Hose bibbs	1	Each	\$165.00	\$165	
	SANITARY WASTE & VENTS					
	4" Underground sanitary waste piping, Serv weight CI	185	LF	\$27.00	\$4,995	
	3 "	105	LF	\$24.70	\$2,594	
	2 "	140	LF	\$21.00	\$2,940	
	Excavation/backfill for U/G sanitary piping	430	LF	\$8.75	\$3,763	
	4" Above grade sanitary waste & vents piping w/ fitgs, CI no-hub	145	LF	\$19.90	\$2,886	
	3 "	120	LF	\$18.51	\$2,221	
	2 "	425	LF	\$16.70	\$7,098	
	Pipe hangers/supports	69	Each	\$20.00	\$1,380	
	VTR assemblies	4	Each	\$325.00	\$1,300	
	Wall & floor sleeves w/ caulking	50	Each	\$22.00	\$1,100	
	Cleanouts, interior (per code)	12	Each	\$288.00	\$3,456	
	Exterior cleanout @ grade, 2-way	3	Each	\$398.00	\$1,194	
	Exterior cleanout @ grade	1	Each	\$301.00	\$301	
	ROOF DRAINAGE SYSTEM (Not yet shown on drwgs)					
	Roof Drain	4	Each	\$600.00	\$2,400	
	Overflow Drain	4	Each	\$500.00	\$2,000	
	Drain Piping	208	LF	\$44.00	\$9,152	
	DOMESTIC WATER SYSTEM					
	Water heater WH-1 , 30 gallon storage tank, gas fired	1	Each	\$788.00	\$788	
	Water heater WH-2 , 75 gallon storage tank, gas fired	1	Each	\$995.00	\$995	
	WH-1 expansion tank, " Amtrol Therm-x-trol" 2 gal capacity	1	Each	\$312.00	\$312	
	WH-2 expansion tank, " Amtrol Therm-x-trol" 4.5 gal capacity	1	Each	\$492.00	\$492	
	Gas flue vent piping and combustions air intake	2	Each	\$585.00	\$1,170	
	Reduced press zone BFP w/ fittings, complete	1	Each	\$982.00	\$982	
	Recirc pump RP-1, 2 gpm w/ accessories per schedule PO.2	1	Each	\$598.00	\$598	
	Recirc pump RP-2, 2 gpm w/ accessories per schedule PO.2	1	Each	\$598.00	\$598	
	Water hammer arrestors	7	Each	\$87.00	\$609	
	2" Type L copper pipe & ftg's	45	LF	\$18.76	\$844	
	1 "	135	LF	\$16.90	\$2,282	
	3/4 "	575	LF	\$14.77	\$8,493	
	1/2 "	645	LF	\$12.95	\$8,353	
	DW pipe insulation	1,400	LF	\$4.78	\$6,692	
	Pipe hangers w/ saddles	140	Each	\$27.50	\$3,850	
	Pipe sleeves w/ caulking	1	Allow	\$400.00	\$400	
	Leak testing of system per spec's	1	Allow	\$850.00	\$850	
	DW clean & sanitize system per spec's	1	Allow	\$1,000.00	\$1,000	
	Pipe ID and flow arrow indicators	1	Allow	\$250.00	\$250	
	NATURAL GAS PIPING SYSTEM					
	3" Connect to gas meter (meter by local utility)	1	Each	\$225.00	\$225	
	3" Sch/40 Blk steel pipe & threaded ftg's	55	LF	\$25.60	\$1,408	
	1 1/2 "	65	LF	\$17.89	\$1,163	
	1 "	100	LF	\$16.32	\$1,632	
	3/4 "	300	LF	\$14.50	\$4,350	
	Pipe hangers/supports	52	Each	\$25.00	\$1,300	
	Gas pressure regulators	1	Allow	\$1,000.00	\$1,000	
	Gas dirt legs	16	Each	\$84.00	\$1,344	
	Connects at equip't	16	Each	\$75.00	\$1,200	
	PLUMBING SUBTOTAL	\$152,976				
	HVAC Systems					
	HVAC Equipment					
	AHU-1, Carrier, 1200 cfm supply, gas heating w/ OCU-1	1	Each	\$6,800.00	\$6,800	
	AHU-2, Carrier, 1200 cfm supply, gas heating w/ OCU-2	1	Each	\$6,800.00	\$6,800	
	AHU-3, Carrier, 1200 cfm supply, gas heating w/ OCU-3	1	Each	\$6,800.00	\$6,800	
	AHU-4, Carrier, 1200 cfm supply, gas heating w/ OCU-4	1	Each	\$6,800.00	\$6,800	
	OCU support pads	4	Each	\$275.00	\$1,100	
	MERV-8 filters for AHUs above	4	Sets	\$190.00	\$760	
	7-day programmable t'stats for each unit	4	Each	\$400.00	\$1,600	
	Refrigerant piping to condensing units (OCU-1 thru 4) above	620	LF	\$21.56	\$13,367	
	RTU-1 , Carrier roof top unit, 4 tons AC capacity -16 SEER	1	Each	\$5,100.00	\$5,100	
	RTU-2 , Carrier roof top unit, 3 tons AC capacity -16 SEER	1	Each	\$4,775.00	\$4,775	
	RTU-3 , Carrier roof top unit, 3 tons AC capacity -16 SEER	1	Each	\$4,775.00	\$4,775	
	RTU-4 , Carrier roof top unit, 6 tons AC capacity	1	Each	\$9,000.00	\$9,000	
	RTU-5 , Carrier roof top unit, 3 tons AC capacity -16 SEER	1	Each	\$4,775.00	\$4,775	

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Cost Estimate Detail

	CHINO VALLEY POLICE FACILITY - REVISION 1	Quantity (Units)	Unit	Unit Cost	APM Total	APM Total
	RTU-6 , Carrier roof top unit, 7.5 tons AC capacity	1	Each	\$11,250.00	\$11,250	
	RTU-7 , Carrier roof top unit, 6 tons AC capacity	1	Each	\$9,000.00	\$9,000	
	RTU-8 , Carrier roof top unit, 4 tons AC capacity -16 SEER	1	Each	\$5,100.00	\$5,100	
	RTU-9 , Carrier roof top unit, 4 tons AC capacity -16 SEER	1	Each	\$5,100.00	\$5,100	
	RTU-10 , Carrier roof top unit, 4 tons AC capacity -16 SEER	1	Each	\$5,100.00	\$5,100	
	Roof curbs & hoisting/setting RTU's above	10	Each	\$895.00	\$8,950	
	MERV-8 filters for RTUs above	10	Sets	\$220.00	\$2,200	
	7-day programmable t'stats for each RTU unit	10	Each	\$500.00	\$5,000	
	Condensate drain lines for HVAC equip't	120	LF	\$12.00	\$1,440	
	Heat pump, Mitsubishi Unit, at IT room	1	Each	\$5,675.00	\$5,675	
	Louvers L-1 thru L-4, 8x8, 750 fpm	4	Each	\$340.00	\$1,360	
	EH-1 Unit heater, electric 1.5 KW rated	1	Each	\$489.00	\$489	
	EF-1 Fan, 700 cfm, exhaust roof mtd w/ curb	1	Each	\$1,400.00	\$1,400	
	EF-2 thru EF-7, ceiling exhaust fans	6	Each	\$255.00	\$1,530	
	EF-8 Fan, roof mounted w/ curb, 250 cfm	1	Each	\$485.00	\$485	
	AIR DISTRIBUTION					
	Sheetmetal ductwork w/ fittings & supports	12,135	Lbs	\$7.89	\$95,742	
	Duct insulation	10,229	SF	\$4.66	\$47,668	
	Flexible pre-insulated duct	579	LF	\$6.40	\$3,702	
	Fan wall caps	2	Each	\$122.00	\$244	
	Supply air diffusers	89	Each	\$110.00	\$9,790	
	Return air grilles	43	Each	\$89.00	\$3,827	
	Exahust grilles	7	Each	\$78.00	\$546	
	HVAC MISCELLANEOUS					
	Automatic temp controls & wiring to wall mtd Tstats above	1	Allow	\$20,000.00	\$20,000	
	Startup, commissioning, test & balance	56	Hours	\$125.00	\$7,000	
	HVAC SUBTOTAL	\$325,051				
	Division 15 - Mechanical Totals					519,839
	Division 16 - Electrical					
	Electrical Systems					
	POWER DISTRIBUTION					
	SES 600A, 120/208V, 3PH 4-Wire, Nema 3R entrance	1	Each	\$7,890.00	\$7,890	
	500A Main circuit Breaker	1	Each	\$987.00	\$987	
	200A/3PH CB	2	Each	\$290.00	\$580	
	Surge Arrestor (TVSS) 480V, 100KA	1	Each	\$470.00	\$470	
	New Utility Meter	1	Each	\$750.00	\$750	
	Bussed Space	20	LF	\$31.00	\$620	
	20"x 4"x 1/4" CU Service Ground Buss	1	Each	\$475.00	\$475	
	Neutral Buss	1	Each	\$340.00	\$340	
	#3/0 CU Main Bonding Jumper	35	LF	\$7.80	\$273	
	#3/0 CU for Service Grounding	35	LF	\$7.80	\$273	
	#4 CU Ground to electrode and Ground Rods	35	LF	\$2.67	\$93	
	Cadweld for Ground rod	2	Each	\$225.00	\$450	
	Concrete encased CU grounding electrode conductor	20	LF	\$19.00	\$380	
	#6 CU to External inter-system Bonding termination	20	LF	\$17.50	\$350	
	Grounding Electrode 3/4" x 10'	2	Each	\$268.00	\$536	
	4" EC w/ pullwire for serice feeders	80	LF	\$12.33	\$986	
	600A ATS 480Y 3P	1	Each	\$5,640.00	\$5,640	
	3/4" UG Conduit from ATS to Standby Genset	35	LF	\$6.90	\$242	
	#14 stranded CU for ATS control	175	LF	\$0.99	\$173	
	700 KCMIL from 500A MCB to 500A breaker on gen	120	LF	\$46.00	\$5,520	
	2 AWG CU Ground	60	LF	\$33.00	\$1,980	
	Gen Controller DM550	1	Each	\$1,290.00	\$1,290	
	Remote Annunciator Kohler RSA III	1	Each	\$2,400.00	\$2,400	
	1/2 "C from Controller to Annuciator	10	LF	\$4.80	\$48	
	2 1/2" C from SES Buss to Panels	170	LF	\$9.97	\$1,695	
	3/0 AWG CU from SES Buss to Panels M1 and P1N	510	LF	\$6.90	\$3,519	
	#4 AWG Ground from SES Buss to Panels M1 and P1N	170	LF	\$2.58	\$439	
	Elevator Main Disconnect Module 200A/3PH/480V	1	Each	\$1,450.00	\$1,450	
	#3 AWG CU Elevator Main Disconnect to Panel M1	20	LF	\$2.98	\$60	
	#8 AWG Ground from Elevator Disconnect to Panel M1	10	LF	\$1.49	\$15	
	2 " Conduit from Elevator Disconnect to Panel M1	10	LF	\$8.18	\$82	
	Panel M1 200A MLO 208Y/120V 3PH 4 wire	1	Each	\$1,235.00	\$1,235	
	Panel P1N 200A MLO 208Y/120V 3PH 4 wire	1	Each	\$1,235.00	\$1,235	
	Panel M2 100A MLO 208Y/120V 3PH 4 wire	1	Each	\$920.00	\$920	
	Panel P2N 100A MLO 208Y/120V 3PH 4 wire	1	Each	\$920.00	\$920	
	Panel P1S 100A MLO 208Y/120V 3PH 4 wire	1	Each	\$920.00	\$920	
	2 1/2" Conduit from PNL P1N to P1S	50	LF	\$14.89	\$745	

**Project
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Cost Estimate Detail**

	CHINO VALLEY POLICE FACILITY - REVISION 1	Quantity (Units)	Unit	Unit Cost	APM Total	APM Total
	#3 AWG CU from Panel P1N to P1S	150	LF	\$2.98	\$447	
	#8 AWG Ground from Panel P1N to P1S	50	LF	\$1.49	\$75	
	#10 AWG wire from PNL P1S to Standby Genset	255	LF	\$1.12	\$286	
	#10 Ground	85	LF	\$1.12	\$95	
	3/4" Conduit	85	LF	\$5.66	\$481	
	Emergency Genset Nat Gas 131KW/171KVA 475A 480/277	1	Each	\$65,000.00	\$65,000	
	2/0 AWG CU 24" B/G	14	LF	\$15.44	\$216	
	3/4" x 10' Ground Rod	1	Each	\$275.00	\$275	
	Exothermic Welds	3	Each	\$175.00	\$525	
	Disconnect Switch for condensing unit (no spec)	2	Each	\$150.00	\$300	
	Disconnect Switch for Fan unit (no spec)	2	Each	\$120.00	\$240	
	HVAC equip't connections	1	Lot	\$10,000.00	\$10,000	
	WP J-Box for Fire Bell Connection	1	Each	\$35.00	\$35	
	4'x8'X3/4" Telephone Backboard	1	Each	\$160.00	\$160	
	#6 Ground for Backboard	10	LF	\$1.88	\$19	
	Duplex Receptacles	111	Each	\$75.00	\$8,325	
	Duplex receptacle for refridgerator	2	Each	\$75.00	\$150	
	Duplex for Coffee Machine	1	Each	\$75.00	\$75	
	Duplex receptacle for Treadmill	5	Each	\$75.00	\$375	
	Duplex for Copy Machine	1	Each	\$75.00	\$75	
	Ceiling Mounted J-box for Cord Reel w/L5-20R simplex	1	Each	\$35.00	\$35	
	Quad Receptacles	35	Each	\$112.00	\$3,920	
	GFCI Duplex Receptacles	2	Each	\$90.00	\$180	
	WP GFCI Duplex Receptacle	1	Each	\$146.00	\$146	
	Conduit & wiring for recpls	1,659	LF	\$9.98	\$16,557	
	DATA & COMMUNICATIONS/ AV					
	Flush Floor Box w/Phone/Data/Power	4	Each	\$380.00	\$1,520	
	TV receptacle	2	Each	\$225.00	\$450	
	Data Receptacle	56	Each	\$175.00	\$9,800	
	TV outlet plaster ring, Hubbell coverplate	1	Each	\$89.00	\$89	
	Nema 6-30R Dedicated Receptacle	1	Each	\$124.00	\$124	
	AV drops, conduit/raceway & boxes	1	Allow	\$6,500.00	\$6,500	
	Data conduit, wiring, tray, cabling	1,200	LF	\$9.80	\$11,760	
	LIGHTING SYSTEM					
	Type A 2'X4" LED recessed troffer w/#12 lens	103	Each	\$388.00	\$39,964	
	Type A4 2'x4" LED surface mount LED troffer	16	Each	\$397.00	\$6,352	
	Type A4E 2'x4" LED surface mount LED troffer w/EM	4	Each	\$432.00	\$1,728	
	Type AE 2'X4" LED recessed troffer w/#12 lens w/EM	26	Each	\$409.00	\$10,634	
	Type B 2x2 LED w/ Curved Linear prismatic lens	20	Each	\$346.00	\$6,920	
	Type BE 2x2 LED w/ Curved Linear prismatic lens w/EM	8	Each	\$381.00	\$3,048	
	Type EM2 Architectural emergency light	3	Each	\$450.00	\$1,350	
	Type EX Thermoplastic LED exit w/battery backup	15	Each	\$299.00	\$4,485	
	Type R6 6" LED downlight	52	Each	\$301.00	\$15,652	
	Type R6E 6" LED downlight w/EM	9	Each	\$327.00	\$2,943	
	Type S2 1x4 LED Surface mount wrap	4	Each	\$277.00	\$1,108	
	Type W WL2 2' wall bracket	10	Each	\$80.00	\$800	
	Wall Pod push button nPODM-DX	36	Each	\$125.00	\$4,500	
	OCC Sensor Switch WSX-PDT	35	Each	\$214.00	\$7,490	
	OCC Sensor Ceiling Mount NCM-PDT-10	47	Each	\$238.00	\$11,186	
	Dimming Power Pack n-light nPP16-D	24	Each	\$133.00	\$3,192	
	J-Box	84	Each	\$31.00	\$2,604	
	Fan Rated J-box	2	Each	\$39.00	\$78	
	Fan Control Switch	1	Each	\$140.00	\$140	
	Conduit & wiring to lighting fixtures	2,700	LF	\$12.44	\$33,588	

Project
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Level of Estimate
Cost Estimate Detail

	CHINO VALLEY POLICE FACILITY - REVISION 1	Quantity (Units)	Unit	Unit Cost	APM Total	APM Total
	FIRE ALARM & LIFE SAFETY					
	FA Control panel, voice evacuation type	1	Each	\$6,500.00	\$6,500	
	Surge protection for FACP	1	Each	\$375.00	\$375	
	Continuous Relay for FACP	1	Each	\$450.00	\$450	
	1 1/2" Conduit @ FACP	25	LF	\$12.00	\$300	
	12" Ground Buss @ FACP	1	Each	\$300.00	\$300	
	FA Devices	1	Allow	\$20,000.00	\$20,000	
	Conduit & signal wiring to devices	1	Allow	\$5,000.00	\$5,000	
	Connect to flow switch	1	Each	\$300.00	\$300	
	Connect to tamper switch	1	Each	\$345.00	\$345	
					\$0	
	Electrical Systems - Site	1	LS	\$25,000.00	\$25,000	
	Electrical for Sliding Gate	1	LS	\$5,000.00	\$5,000	
					\$0	
	AV Components Systems (Rough In)	16,725	SF	\$1.00	\$16,725	
	Security Systems (Rough In)	16,725	SF	\$1.00	\$16,725	
					\$0	
	Division 16 - Electrical Totals					438,996
	Subtotal				\$4,173,997	\$4,173,997

[illegible]

Item No.	ALTERNATE 1 - CHINO VALLEY POLICE FACILITY	Quantity (Units)	Unit	Unit Cost	Total	
1	Division 2 - Sitework					
2	Trash Enclosure Concrete Approach (6" Concrete)	510	SF	\$10.00	\$5,100	
3	Trash Enclosure - Allowance	1	EA	\$30,000.00	\$30,000	
						35,100
4	Division 2 - Interior Demolition					
5	No Scope In This Division					0
6	Division 3 - Concrete					
7	No Scope In This Division					0
8	Division 4 - Masonry					
9	No Scope In This Division					0
10	Division 5 - Metals					
11	No Scope In This Division					0
12	Division 6 - Wood & Plastics					
13	No Scope In This Division					0
14	Division 7 - Thermal & Moisture Protection					
15	No Scope In This Division					0
16	Division 8 - Doors & Windows					
17	No Scope In This Division					0
18	Division 9 - Finishes					
19	No Scope In This Division					0
20	Division 10 - Specialties					
21	No Scope In This Division					0
22	Division 11 - Equipment					
23	No Scope In This Division					0
22	Division 12 - Furnishings					
23	No Scope In This Division					0
22	Division 13 - Special Construction					
23	No Scope In This Division					0
24	Division 14 - Conveying Systems					
25	No Scope In This Division					0
26	Division 15 - Mechanical					
27	No Scope In This Division					0
28	Division 16 - Electrical					
29	No Scope In This Division					0
30	Alternate 1 Chino Police Facility Subtotal				\$35,100	

35,100

[illegible]

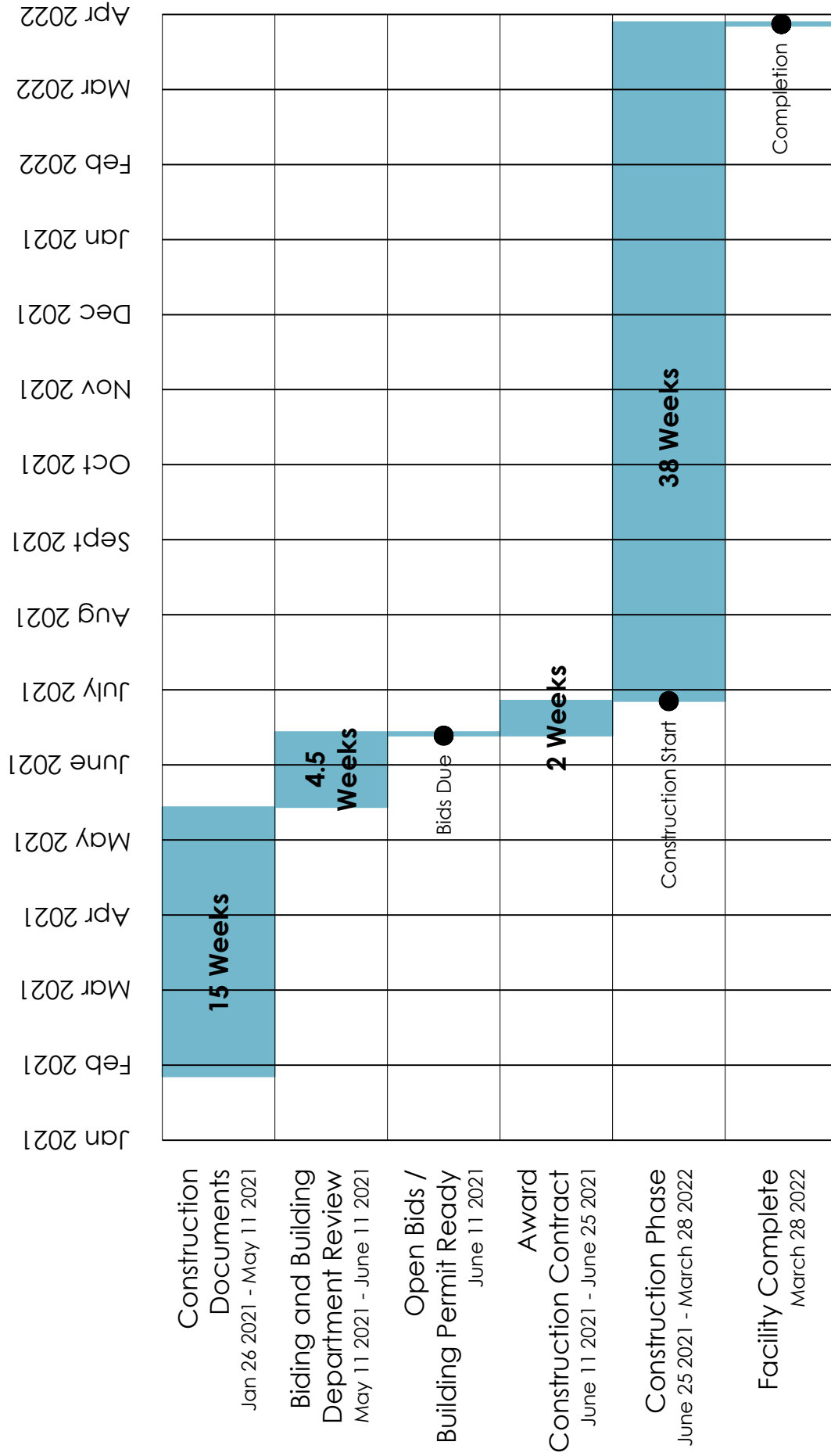
Item No.	ALTERNATE 2 - CHINO VALLEY POLICE FACILITY	Quantity (Units)	Unit	Unit Cost	Total	
1	Division 2 - Sitework					
2	Parking Structure w/Solar Panels & 23 lights Allowance	8,444	SF	\$100.00	\$844,400	
3						
						844,400
4	Division 2 - Interior Demolition					
5	No Scope In This Division					0
6	Division 3 - Concrete					
7	No Scope In This Division					0
8	Division 4 - Masonry					
9	No Scope In This Division					0
10	Division 5 - Metals					
11	No Scope In This Division					0
12	Division 6 - Wood & Plastics					
13	No Scope In This Division					0
14	Division 7 - Thermal & Moisture Protection					
15	No Scope In This Division					0
16	Division 8 - Doors & Windows					
17	No Scope In This Division					0
18	Division 9 - Finishes					
19	No Scope In This Division					0
20	Division 10 - Specialties					
21	No Scope In This Division					0
22	Division 11 - Equipment					
23	No Scope In This Division					0
22	Division 12 - Furnishings					
23	No Scope In This Division					0
22	Division 13 - Special Construction					
23	No Scope In This Division					0
24	Division 14 - Conveying Systems					
25	No Scope In This Division					0
26	Division 15 - Mechanical					
27	No Scope In This Division					0
28	Division 16 - Electrical					
29	No Scope In This Division					0
30	Alternate 2 Chino Police Facility Subtotal				\$844,400	

844,400

Chino Valley Police Facility

Proposed Design and Construction Schedule

January 26, 2021



**FIRST AMENDMENT
TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE TOWN OF CHINO VALLEY
AND
STROH ARCHITECTURE, INCORPORATED**

THIS FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT (this “First Amendment”) is entered into as of February 9, 2021, between the Town of Chino Valley, an Arizona municipal corporation (the “Town”), and Stroh Architecture, Incorporated, an Arizona corporation (the “Consultant”).

RECITALS

A. The Town and the Consultant entered into a Professional Services Agreement dated March 24, 2020, for the Consultant to provide the 30% schematic design of a new police station and budget estimate (the “Agreement”). All capitalized terms not otherwise defined in this First Amendment have the same meanings as set forth in the Agreement.

B. The Town has determined that additional services by the Consultant are necessary for the Consultant to (i) complete the design through construction documents and (ii) provide bidding and construction services (collectively, the “Additional Services”).

C. The Town and the Consultant desire to enter into this First Amendment to (i) extend the term of the Agreement, (ii) modify the Scope of Work to include the Additional Services and (iii) provide for the increase in compensation to the Consultant for the Additional Services.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing introduction and recitals, which are incorporated herein by reference, the following mutual covenants and conditions, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Town and the Consultant hereby agree as follows:

1. **Term of Agreement.** The term of the Agreement is hereby extended and shall remain in full force and effect until June 30, 2022, unless terminated as otherwise provided pursuant to the terms and conditions of the Agreement.

2. **Scope of Work.** Consultant shall provide the Additional Services as set forth in the Proposal, attached hereto as Exhibit 1 and incorporated herein by reference.

3. **Compensation.** The Town shall increase the compensation to Consultant by \$294,667.00, plus printing, mailing and shipping costs, for the Additional Services at the rates set forth in the Fee Proposal, attached hereto as part of Exhibit 1, resulting in an increase of the aggregate not-to-exceed compensation from \$148,057.00 to \$442,724.00, plus printing, mailing and shipping costs.

4. Effect of Amendment. In all other respects, the Agreement is affirmed and ratified and, except as expressly modified herein, all terms and conditions of the Agreement shall remain in full force and effect.

5. Non-Default. By executing this First Amendment, the Consultant affirmatively asserts that (i) the Town is not currently in default, nor has been in default at any time prior to this First Amendment, under any of the terms or conditions of the Agreement and (ii) any and all Consultant claims, known and unknown, relating to the Agreement and existing on or before the date of this First Amendment are forever waived.

6. Conflict of Interest. This First Amendment and the Agreement may be canceled by the Town pursuant to ARIZ. REV. STAT. § 38-511.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year first set forth above.

“Town”

TOWN OF CHINO VALLEY,
an Arizona municipal corporation

Jack W. Miller, Mayor

ATTEST:

Erin N. Deskins, Town Clerk

APPROVED AS TO FORM:

Andrew J. McGuire, Town Attorney
Gust Rosenfeld, PLC

“Consultant”

STROH ARCHITECTURE,
INCORPORATED, an Arizona corporation

By: _____
Douglas D. Stroh, President

EXHIBIT 1
TO
FIRST AMENDMENT
TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE TOWN OF CHINO VALLEY
AND
STROH ARCHITECTURE, INCORPORATED

[Proposal]

See following pages.



STROH ARCHITECTURE INC.

December 1, 2020

Joe Duffy, CPA
202 N. State Route 89
Chino Valley, AZ 86323

Re: 70 % Construction Document Phase Chino Valley Police Station

PROPOSAL

The preliminary scope of services as we know it is as follows:

Produce construction documents to build a new approx. 16,725 S.F. two story structure.

▣ Basic Services ▣

The Architect's Basic Services consist of: architecture; structural, mechanical, plumbing, electrical and civil engineering, landscape architecture and cost estimating.

Construction Document Phase

Based on the approved Design Development documents and any further adjustments in scope or quality of the project authorized by the Owner, the Architect shall prepare, for approval by the Owner, Construction Documents consisting of drawings and specifications setting forth in detail the requirements for the construction of the Project.

The Architect shall submit the drawings to the town and Building Departments for a building permit and the Architect shall follow through with any revision required to obtain said permit. The Owner shall pay all building permit fees.

Chino Valley Police Station Construction Phase
Chino Valley, AZ
12/01/2020
Page 2 of 4

Construction Documents

One set of electronic PDF drawings and one specification book will be delivered to the Owner.

Bidding and Negotiation

A pre-bid conference with the prospective subcontractors and submittal review is included in this phase.

Construction Services Phase

The Architect will provide administration of the contract between the Owner and Contractor. The Architect will review all shop drawings and product submittals from the Contractor. The Architect will review the progress of the construction monthly and the Contractor's pay requests monthly and provide any clarifications requested by the Contractor.

▣ Additional Services ▣

The Additional Services described, but not necessarily limited to the following, are not included in the Basic Services and shall be considered extras to this proposal and shall be paid for by the Owner. The Additional Services shall only be provided if confirmed in writing by the Owner.

- Making revisions in the Drawings, Specifications or other documents when such revisions are inconsistent with approvals or instructions previously given by the Owner, including revisions made necessary by adjustments in the Owner's program or Project budget.
- Providing special surveys, environmental studies and submissions required for approvals of the governmental authorities or others having jurisdiction over the Project.
- Providing any other services not otherwise included in this proposal or not customarily furnished in accordance with generally accepted architectural practice.

Chino Valley Police Station Construction Phase
 Chino Valley, AZ
 12/01/2020
 Page 3 of 4

Hourly Rates for Additional Services:

Principal Architect	\$ 150 / hour
Principal Engineer	\$ 150 / hour
Project Manager	\$ 120 / hour
Architectural Production	\$ 100 / hour
Engineering Production	\$ 100 / hour
Clerical Production	\$ 55 / hour

▣ Owner's Responsibilities ▣

The Owner shall provide full information regarding requirements for the Project, which shall set forth the Owner's objectives, schedule, constraints and criteria, including space requirements, special equipment, systems and site requirements.

▣ Opinions of Probable Construction Cost ▣

In providing opinions of probable construction cost, the Client understands that the Architect has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the Architect's opinions of probable construction costs are made on the basis of the Architect's professional judgment and experience. The Architect makes no warranty, express or implied, that the bids or the negotiated cost of the Work will not vary from the Architect's opinion of probable construction cost.

▣ Summary of Services Included ▣

Basic Services Included:

- Architecture
- Structural Engineering
- Mechanical Engineering
- Plumbing Engineering
- Electrical Engineering
- Civil Engineering
- Landscape Architecture
- Errors & Omissions Insurance

Chino Valley Police Station Construction Phase
Chino Valley, AZ
12/01/2020
Page 4 of 4

Compensation for the Basic Services listed above shall be as follows:

Project to be billed monthly based on percentage of completion.

Construction Documents Complete	\$274,183.00
Bidding Services	\$5,000.00
Construction Services	\$14,484.00
Total Compensation	\$294,667.00

See Exhibit A for fees breakdown.

In the event of termination, suspension or abandonment of the project, which is not the fault of the Architect, the Architect shall be compensated for services performed prior to the termination, suspension or abandonment, together with any reimbursable expenses.

Reimbursable Expenses shall be as follows:

- Printing Expenses: At cost
- Mailing and Shipping Expenses: At cost



Douglas Stroh

STROH ARCHITECTURE, INC

70% Professional Fees Schedule

Construction Documents

Architecture		\$150,675.00
Electrical Engineering		\$14,000.00
Mechanical Engineering		\$14,000.00
Structural Engineering		\$34,000.00
Cost Estimating		\$19,032.00
Landscape Architecture		\$12,700.00
Civil Engineering		\$29,776.00
Task 1 – 60% Site Grading & Drainage Plans	\$7,956.00	
Task 2 – 60% Off-Site Plans	\$4,694.00	
Task 3 – Meetings and Coordination	\$1,188.00	
Task 4 – 60% Drainage Report (BODR not included)	\$4,080.00	
Task 5 – 60% Water & Sewer Design	\$3,352.00	
Final Design		
Task 1 – Final Grading & Drainage Plans	\$2,692.00	
Task 2 – Final Off-Site Plans	\$1,814.00	
Task 3 – Meetings and Coordination	\$350.00	
Task 4 – Final Water & Sewer Design	\$1,082.00	
Task 5 – Final Drainage Report	\$680.00	
Task 6 – ADOT Coordination & Permitting	\$1,888.00	
Total Construction Document Fees		\$274,183.00
Bidding & Construction Services		
Architecture		\$8,750.00
Mechanical Engineering		\$2,000.00
Electrical Engineering		\$2000.00
Structural Engineering		\$3,000.00
Civil Engineering		\$4,734.00
Meetings & Site Observations (4 site visits)	\$2,708.00	
RFI's	\$838.00	
Project Coordination and Close Out	\$1,188.00	
Total Bidding & Construction Services Fees		\$20,484.00
Total 70% Phase Fees		\$294,667.00
TOTAL ARCHITECTURAL & ENGINEERING FEES		\$441,724.00



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6. c.

Meeting Date: 02/09/2021
Contact Person: Will Dingee, Planner
 Phone: 928-636-4427 x-1233
Department: Development Services
Estimated length of staff presentation: 5 minutes
Physical location of item: 2550 North Road 1 East

AGENDA ITEM TITLE:

Consideration and possible action to approve the two-year extension of the protective development rights for Chino Valley Farms to continue the development of their site for the cultivation of medical marijuana. (Will Dingee, Planner)

RECOMMENDED ACTION:

Approve the two-year extension of the protective development rights for Chino Valley Farms to continue the development of their site for the cultivation of medical marijuana.

SITUATION AND ANALYSIS:

See attached documents

Other Pertinent Documents Available Upon Request:

Consideration and possible action to approve the two-year extension of the protective development rights for Chino Valley Farms to continue the development of their site for the cultivation of medical marijuana. (Will Dingee, Planner)

Recommended Action: Approve the two-year extension of the protective development rights for Chino Valley Farms to continue the development of their site for the cultivation of medical marijuana.

Fiscal Impact

Fiscal Impact?: N/A
If Yes, Budget Code:
Available:
Funding Source:

Attachments

Staff Memo
 Applicants Project Narrative

PDR History
Updated Site Plan



MEMORANDUM

Applicant: Mike O'Connor-Masse
Property Owner: Mike O'Connor-Masse
Address: 2550 & 2572 North Road 1 East
Parcel: 306-14-029J & 306-14-001R

RE: Chino Valley Farms Protective Development Rights Extension

Town Council approved the Protective Development Rights (PDR) for the cultivation of medical marijuana for Chino Valley Farms in February of 2016. It allowed for 12 acres of property to be developed for the cultivation of medical marijuana over three phase in the form of greenhouses totaling 220,416 square feet. Part of the original approval of the PDR was that the applicant was given five (5) years to complete their development plan with the ability to ask for a two (2) year extension. The applicant has completed Phase 1 and is asking for an extension of two years in order to complete Phase 2 and Phase 3.

Town Staff is forwarding a recommendation of approval to Town Council to approve the two-year extension of the protective development rights for Chino Valley Farms to continue the development of their site for the cultivation of medical marijuana.

Project Narrative:

The Protected Development Rights Plan (PDR) initially approved Feb 23, 2016 and in effect March 22, 2016 was originally staged in a 3-phase expansion approach. Phase 1 was to convert 2 existing greenhouses into medical marijuana greenhouses. This was completed. Phase 2 and 3 were for construction of new greenhouses – each of which would be an additional 100,000sf. These phases were never developed.

The current proposal is for a greenhouse structure that would encompass approximately 65,000sf. A portion of the structure would include a headhouse containing bathrooms, lunchroom & plant dry and trim room. Location of building is shown on attached site plan with appropriate setbacks. State requirements for a 6ft perimeter fence will be implemented as well. Landscaping as required by the Town of Chino Valley.

The original parcels described in the PDR were 306-14-029j, 306-14-001N & 306-14-046. 306-14-029J remains as it was in 2016. 306-14-001N and 306-14-046 have been combined into a new parcel – 306-14-001R. A 1-acre section was carved out and approved under a recent Town of Chino Valley CUP. This 1-acre parcel (306-14-046A) is no longer part of the PDR.

I would like to extend the PDR an additional 2 years to develop the proposed structure.

I've included some background documentation on the PDR, a current site plan with the proposed building location, an architectural rendering of the structure and the County document showing the new parcel numbers (the current site plan includes the new parcel numbers - the rendered version does not).

Thank you

Mike O'Connor-Masse



Development Services Department
1982 Voss Drive #201
Chino Valley, AZ 86323

928-636-4427
928-636-6937
www.chinoaz.net

To: Mayor & Council
From: Ruth Mayday, Development Services Director
Re: Chino Valley Farms
Date: 2/18/2016

In advance of next Tuesday's meeting, I wanted to provide you with additional information regarding this specific project.

This Protected Development Rights Plan (PDR Plan) consists of three (3) parcels of land that encompass 12 acres +/- . Of the 12 acres, the applicant is requesting to protect the right to develop medical marijuana uses on a portion of parcels 306-14029 J, 306-14-001N, and 306-14-046. This plan calls for the conversion of existing greenhouses from cultivation of vegetables to medical marijuana, and an additional 5 acres +/- of MMJ cultivation as Phases 2 and 3.

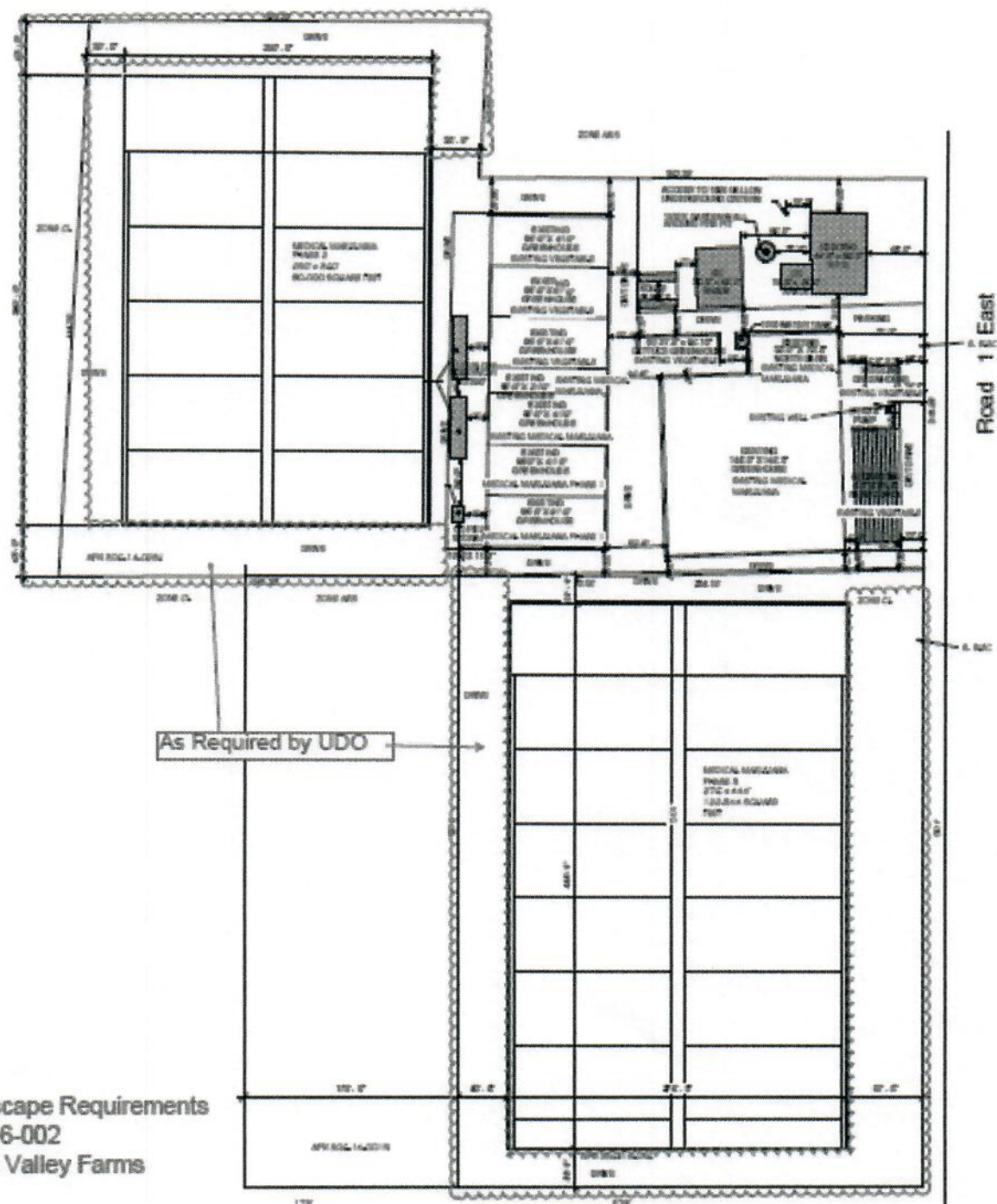
Commercial development is subject to the site development standards set forth in the UDO. These regulate the manner and placement of signage, exterior lighting, landscape, and so forth; the applicant is required to illustrate compliance with development standards on the Site Plan that is a part of the building permit application and approval. For a permitted use, staff cannot require improvements or site development standards in excess of what is required by code, unless the applicant is also requesting a Planned Area Development (PAD) overlay.

In this case, Council is reviewing a Protected Development Rights Plan rather than a site plan. While the two are similar in appearance, they have different purposes. Rather than lay out the details of a commercial site as a Site Plan does, the fundamental purpose of the PDR Plan is to preserve the right to develop a specific use on a specific piece of property as described in a legal description attached to and made a part of the PDR Plan. In addition, the statute allows a city or town to establish additional requirements for submittal and approval of a PDR plan, and also entitles the town to establish such terms and conditions. (ARS §9-2102 (C) and (I).

This site has operated as a greenhouse for some time; given the location of the existing greenhouses and the minimal impact of converting them to medical marijuana cultivation, staff does not recommend additional landscaping at this time. However, Phases 2 and 3 will require additional landscaping to buffer it from adjoining properties. Staff recommends increasing the landscaping on and around the MMJ use to better buffer it from roadways and surrounding residential uses. While the UDO requires only a 10' landscaping strip along road frontages, the ability to establish additional terms and conditions as afforded by ARS §9-2102 (C) and (I) entitle the Town to require development standards in excess of what is ordinarily required.

The attached PDR Plan shows where staff proposes the additional landscaping requirements, which should adequately buffer the Medical Marijuana uses from the surrounding residential and commercial uses.

928-636-4427
928-636-6937
www.chinoaz.net



**Landscape Requirements
PDR16-002
Chino Valley Farms**

Kenneth Mohn Architect
 3915 West Roadrunner Drive
 Chino Valley, Arizona 86323-4691
 Office: 928-710-5530

January 25, 2016

Protected Development Rights Plan

Ruth Mayday and James Gardner
 Town of Chino Valley
 1020 West Palomino Road
 Chino Valley, Arizona
 86323

Name
 Michael & Kathleen O'Connor-Masse
 2572 North Road 1 East
 Chino Valley, Arizona 86323

RE: Chino Valley Farms
 2550 North Road 1 East
 Chino Valley, Arizona 86323

Project information

This is an existing vegetable farm and medical marijuana green house facility.

In the future, there will be 2 new construction phases for medical marijuana.

Phase 1: Convert 2 existing vegetable green houses to medical marijuana

Phase 2: Construct a new green house for medical marijuana

Phase 3: Construct a new green house for medical marijuana

Address: 2550 North Road 1 East

Address:

APN:	306-14-0291	2550 NRD1E	Zone CL	Area 6.05 acres
APN:	306-14-001n	no address	Zone AR5	Area 2 acres
APN:	306-14-046	2514 NRD1E	Zone CL	Area 4.1 Acres

Lot area; 12.15 acres, 529,254 square feet

Building data

Existing vegetable green houses: 20,396 sf

Existing medical marijuana green houses: 28,128 sf

Phase 1 medical marijuana green houses

Convert existing vegetable green houses

To medical marijuana: 7,872 sf

Phase 2 medical marijuana green house new: 99,360 sf

RECEIVED
 JUL 8 - 2010
 TOWN OF CHINO VALLEY
 ENGINEERING DEPT.

RECEIVED
 JAN 25 2016

• Page 2

January 25, 2016

Phase 3 medical marijuana green house new: 99,360 sf

Setbacks

Front: 30'
Side: 10 feet
Rear: 10 feet
Building height: 50 feet
Lot coverage max: None.



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

Item No. 7. b.

Meeting Date: 02/23/2016
Contact Person: Ruth Mayday, Development Services Director
Department: Development Services
Item Type: Action-Presentation
Estimated length of staff presentation: 10 minutes
Physical location of item: 2550 N. Road 1 East

AGENDA ITEM TITLE:

Consideration and possible action to approve a Protected Development Rights Plan (PDR Plan) for the property located at 2550 N. Road 1 East.

RECOMMENDED ACTION:

Because the PDR Plan as submitted meets the requirements set forth in ARS §9-1202 and will ensure the landowner(s)' right to develop the subject property as described in the plan for a period of five (5) years, staff recommends approval of the PDR Plan with the additional landscaping requirements as set forth in the Landscaping Requirements PDR 16-002 attached hereto and made a part herewith.

MOTION: I move that we approve PDR Plan 16-002 for the property located at 2550 N. Road 1 East, including the Landscaping Plan PDR 16-002 attached hereto and made a part herewith, encompassing approximately 12.15 acres as described herein.

SITUATION AND ANALYSIS:

Issue Statement

On January 26, 2016, the Town Council approved Ordinance No. 16-811, amending the Unified Development Ordinance (UDO) to allow the cultivation of Medical Marijuana only in the I (Industrial) zoning district. Prior to the effective date of the amendments (February 26, 2016), medical marijuana cultivation is permitted in several other zoning districts, either by right or with a conditional use permit.

There are owners of existing facilities in these zoning districts whose planned expansions will not be permitted when the amendments become effective. Through the approval of a Protected Development Rights Plan ("PDR Plan" or "Plan") owners of land currently zoned for cultivation of medical marijuana will preserve their right to expand.

Summary of Issues and Staff Rationale

ARS §9-1201 et seq. establish the Protected Development Right Plan (PDR Plan), specific requirements for the plans, and length of term of approval, among other things. The purpose of a PDR plan is to grant landowners the right to develop a specific property in the manner set forth in the plan, as long as the development occurs within a specific period of time. To establish this right, the plan must be approved by the legislative body (after meeting the requirements set forth in the statute). The application of recent amendments to the UDO regarding Medical Marijuana cultivation facilities will change several

existing or under construction medical marijuana cultivation facilities into legal, non-conforming uses that, among other things, cannot be expanded or intensified. In other words, upon the effective date of Ordinance 16-811, those with existing medical marijuana facilities will not be able to increase the size of the facility beyond its footprint on February 25, 2016. Landowners have made significant financial investments in these facilities; implementation and approval of the PDR Plan will preserve the right to expand these existing uses for a minimum of five (5) years for phased plans. Additionally, approving a PDR Plan for these properties will provide the owners/developers reasonable certainty, stability, and fairness in the development process and secure the reasonable investment backed expectations of the landowner.

The PDR Plan does not entitle the applicant to a building permit. The plan confers on the landowner the right to undertake and complete the development and use of the property under the terms and conditions of, and as shown on the PDR. An approved plan is valid for three (3) years for a non-phased development and five (5) years for a phased plan; the approval can be extended for an additional two (2) years at the discretion of the municipality; the rights afforded by approval are attached to and run with the land.

The applicant, Kenneth Mohn Architect, acting on behalf of Chino Valley Farms, submitted a complete application, project narrative, and PDR Plan on or about January 25, 2016. The Plan encompasses approximately 12.5 acres to be developed in three (3) phases. As each phase develops, more detailed site plans may be required. Phase 1 will expand cultivation of medical marijuana to two (2) additional existing greenhouses of approximately 4,000 sf each (3,936 sf). Phases 2 and 3 propose the construction of one additional 99,360 sf greenhouse per phase; Phase 2 is located behind the existing greenhouses, while Phase 3 is located on APN's 306-14-001N and 306-14-046 and proposes one (1) 99,360 sf greenhouse.

Findings of Fact

Staff has reviewed the PDR Plan and finds that it meets the requirements as set forth in ARS §9-1202, including the identification of the proposed uses. Staff finds that approval of the Plan that "granting a protected development right to undertake and complete the development shown on the plan will promote reasonable certainty, stability and fairness in the land use planning and regulatory process and secure the reasonable investment backed expectations of the landowner." (ARS §9-1202 (F)). Staff finds that the plan as submitted constitutes a phased plan and should be approved for the period of five (5) years, as requested.

Fiscal Impact

Fiscal Impact?: No

If Yes, Budget Code:

Available:

Funding Source:

Attachments

Chino Valley Farms Site Plan PDR 16-002

Chino Valley Farms legal description 1_2

Chino Valley Farms legal description 2_2

PDR 16-002 Narrative

CVF Memo

CVF Landscaping Requirements PDR 16-002



Development Services Department
1982 Voss Drive #201
Chino Valley, AZ 86323

928-636-4427
928-636-6937
www.chinoaz.net

Technical Review Comments Development Services Department Planning and Zoning

Project: Chino Valley Farms - PDR Plan Date: 2/24//2016

Site Address: 2154 N. Road 1 East, Chino Valley, AZ 86323

Applicant: Mike O'Connor

Reviewer: James Gardner, Planner

Planning: The proposed project **is** in general conformance with the General Plan (GP), which has designated this location as a **commercial/multifamily residential**. The proposed **medical marijuana use** is in general conformance with these commercial/multifamily land uses. **No** General Plan Amendment will be required.

Zoning: The subject parcels are currently zoned CL, which allows for Medical Marijuana Cultivation, as proposed in the PDR Plan. On 2/26/16, this use will no longer be permitted, which is the purpose of this PDR Plan – this PDR Plan extends those rights into the future.

Site Plan: Site plan lacks information on parking, either existing or proposed, and also lacks landscaping plan.

Landscaping

Landscape requirements as modified by Town Council at the Regular Meeting on 2/23/16

Refuse disposal areas and roof-mounted mechanical equipment must be screened from public view.

Minimum landscaping requirements are as follows:

1. One (1) tree per 20 linear feet; 75% must be 15 gallons and 25% must be 24" box or greater.
2. Four (4) shrubs per 400 square feet of required landscape area; minimum 5 gallon
3. All required plantings shall be mulched and maintained with shredded hardwood/cypress bark or gravel mulch and mulched in a continuous bed.



Development Services Department
1982 Voss Drive #201
Chino Valley, AZ 86323

928-636-4427
928-636-6937
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4. Ground covers shall be planted in continuous beds and spaced to achieve substantial cover within two (2) years.

Please refer to UDO Chapter 4.26 for complete requirements

Parking

Off Street Parking and Loading standards can be found in Chapter 4.22 of the UDO.

UDO 4.22.4 B(2) requires Asphaltic Concrete over A.B. for all parking, loading, and maneuvering spaces.

Please refer to Chapter 4.22 for complete requirements

Lighting

Floodlighting by light projection above the horizontal plane is prohibited.

All outdoor lighting shall be located, aimed, or shielded to minimize light trespass.

Mercury vapor light fixtures or lamps are prohibited.

A lighting plan for all outdoor lighting will be required and light fixtures will be required to illuminate the parking lot.

Please refer to UDO Chapter 4.24 Outdoor Lighting for complete requirements.

Signage

Signage is by separate permit. Sign requirements can be found in UDO Chapter 4.21, and depending on timing of this project, the sign requirements, which will be amended this year, may be subject to new requirements, please check at time of permit application.

Signage for medical marijuana uses are prohibited by state statute, however, for other proposed uses, signage is as permitted by UDO Section 4.21.



Chino Valley Farm
Commercial Greenhouses



Jeffrey L. Zucker Architect LEED, AIA

P.O. Box 5542, Oracle, Az. 85623
Website: <http://jeffreylzucker.com/>

Phone: (928)925-5745
Email: zucker.jeffrey@gmail.com

Preliminary Not for Construction



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6. d.

Meeting Date: 02/09/2021
Contact Person: Joshua Cook, Development Services Director
 Phone: 928-636-4427 x-1217
Department: Development Services
Estimated length of staff presentation: 5 minutes
Physical location of item: N/A

AGENDA ITEM TITLE:

Consideration and possible action to approve and adopt Chapter 117 of the Town Code regulating Recreational Marijuana. (Joshua Cook, Development Services Director)

RECOMMENDED ACTION:

Approve and adopt Chapter 117 to the Town Code regulating Recreational Marijuana.

SITUATION AND ANALYSIS:

See Attached Staff Report

Other Pertinent Documents Available Upon Request:

N/A

Fiscal Impact

Fiscal Impact?: N/A

If Yes, Budget Code:

Available:

Funding Source:

Attachments

Staff Report - Recreational MJ
 Chapter 117 Tracked Changes
 Chapter 117 Final Document
 ORD 2021-895



TOWN OF CHINO VALLEY COUNCIL MEETING Staff Report February 9, 2021

APPLICATION SUMMARY

Applicant:	Town of Chino Valley
Request:	Consideration and possible action to amend the Town of Chino Valley Town Code to add regulations and requirements pertaining to recreational marijuana as Chapter 117.

BACKGROUND

DISCUSSION

Proposition 207, which legalizes the sale, cultivation and use of recreational marijuana (RMJ) within the State, was approved by the voters in November 2020. In response, communities around the State have drafted ordinances regulating RMJ within their municipal boundaries. The proposition leaves open various methods for local regulation of RMJ, but most local governments have opted for the “dual licensee” approach. Under this approach, RMJ may only be sold or cultivated by an entity that is approved by the State to sell and dispense Medical Marijuana (MMJ); this also applies to the one existing testing facility in the Town. The City of Prescott and Yavapai County have already adopted provisions that are similar to one another. In order to afford the greatest level of uniformity in the area, the proposed Town regulations follow the Prescott format very closely.

NEW LANGUAGE

The proposed provisions will add a new section to the Town Code to regulate RMJ in a manner similar to MMJ. As only “dual licensee” business would be permitted to operate in the Town, the zoning restrictions on MMJ facilities will essentially cover the RMJ facility as well. A subsequent minor amendment to the UDO will follow to add language specifically addressing RMJ to conform to the MMJ provisions.

STAFF RECOMMENDATION

Staff recommends the Town Council adopt Chapter 117 to the Town Code to regulate the sale, cultivation, extraction, infusion and testing of recreational marijuana.

CHAPTER 117: RECREATIONAL MARIJUANA REGULATIONS

Section

§ 117-1	Purpose.
§ 117-2	Definitions.
§ 117-3	Marijuana Prohibited on Public Property.
§ 117-4	Marijuana Establishment Prohibited; Dual Licensee Exception.
§ 117-5	Marijuana Testing Facility Prohibited; Exception for Existing Medical Marijuana Testing Facility .
§ 117-6	Marijuana Cultivation Facility Prohibited.
§ 117-7	Marijuana Product Manufacturing Facility Prohibited.
§ 117-8	Individual's Primary Residence for Personal Use.
§ 117-9	Retail Sales from Marijuana and Marijuana Products.
§ 117-10	Violations.
§ 117-11	Enforcement; Penalties.

§ 117-1 PURPOSE.

It is the purpose of this chapter to regulate recreational marijuana to protect the health, safety, and welfare of the community. Except as allowed by law for personal, private use, the Town of Chino Valley enacts reasonable regulations and requires compliance with laws for the retail sale, cultivation, and manufacturing of marijuana or marijuana products in a marijuana establishment or marijuana testing facility and the cultivation, processing, and manufacturing of marijuana in a primary residence. Nothing in this chapter is intended to promote or condone the sale, cultivation, manufacture, transport, production, distribution, possession, or use of marijuana or marijuana products in violation of any applicable law.

§ 117-2 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

CHEMICAL EXTRACTION. The process of removing a particular component of a mixture from others present, including removing resinous tetrahydrocannabinol from marijuana.

CHEMICAL SYNTHESIS. The production of a new particular molecule by adding to, subtracting from, or changing the structure of a precursor molecule.

CONSUME, CONSUMING, and CONSUMPTION. The act of ingesting, inhaling, or otherwise introducing marijuana into the human body, including the inhaling or exhaling of smoke or vapor from an electronic device that can be used to deliver

marijuana or marijuana products to a person, including, but not limited to, an electronic or vaping cigarette, equipment, or pipe.

CONSUMER. An individual who is at least twenty-one (21) years of age and who purchases marijuana or marijuana products.

CULTIVATE and CULTIVATION. To propagate, breed, grow, prepare, and package marijuana.

DELIVER and DELIVERY. The transportation, transfer, or provision of marijuana or marijuana products to a consumer at a location other than the designated retail location of a marijuana establishment.

DEPARTMENT. The State of Arizona Department of Health Services or its successor agency.

DUAL LICENSEE. An entity that holds both a nonprofit medical marijuana dispensary registration and a marijuana establishment license.

ENCLOSED AREA. A building, greenhouse, or other structure that:

- (1) Has a complete roof enclosure supported by connecting walls that are constructed of solid material extending from the ground to the roof;
- (2) Is secure against unauthorized entry;
- (3) Has a foundation, slab, or equivalent base to which the floor is securely attached; and
- (4) Meets performance standards ensuring that cultivation and processing activities cannot be and are not perceptible from the structure in terms of not being visible from public view without using binoculars, aircraft, or other optical aids and is equipped with a lock or other security device that prevents access by minors.

EXTRACTION. The process of extracting or separating resin from marijuana to produce or process any form of marijuana concentrates using water, lipids, gases, solvents, or other chemicals or chemical processes.

MANUFACTURE and MANUFACTURING. To compound, blend, extract, infuse, or otherwise make or prepare a marijuana product.

MARIJUANA. All parts of the plant of the genus cannabis, whether growing or not, as well as the seeds from the plant, the resin extracted from any part of the plant,

and every compound, manufacture, salt, derivative, mixture, or preparation of the plant or its seeds or resin; and includes cannabis as defined in A.R.S. § 13-3401; but does not include industrial hemp, the fiber produced from the stalks of the plant of the genus cannabis, oil or cake made from the seeds of the plant, sterilized seeds of the plant that are incapable of germination, or the weight of any other ingredient combined with marijuana to prepare topical or oral administrations, food, drink, or other products.

MARIJUANA CONCENTRATE:

- (1) Means resin extracted from any part of a plant of the genus cannabis and every compound, manufacture, salt, derivative, mixture or preparation of that resin or tetrahydrocannabinol.
- (2) Does not include industrial hemp or the weight of any other ingredient combined with cannabis to prepare topical or oral administrations, food, drink or other products.

MARIJUANA ESTABLISHMENT. An entity licensed by the Department to operate a single retail location at which the licensee may sell marijuana and marijuana products to consumers, cultivate marijuana, and manufacture marijuana products.

MARIJUANA PRODUCTS. Marijuana concentrate and products that are composed of marijuana and other ingredients and that are intended for use or consumption, including edible products, ointments, and tinctures.

MARIJUANA TESTING FACILITY. The Department or another entity that is licensed by the Department to analyze the potency of marijuana and test marijuana for harmful contaminants.

NONPROFIT MEDICAL MARIJUANA DISPENSARY. A nonprofit entity as defined in A.R.S. § 36-2801(12).

OPEN SPACE. A public park, public sidewalk, public walkway, or public pedestrian thoroughfare.

PERSON. An individual, partnership, corporation, association, or any other entity of whatever kind or nature.

PROCESS and PROCESSING. To harvest, dry, cure, trim, or separate parts of the marijuana plant.

PUBLIC PLACE. Has the same meaning prescribed in the Smoke-Free-Arizona Act, A.R.S. § 36-601.01.

SMOKE. To inhale, exhale, burn, carry, or possess any lighted marijuana or lighted marijuana products, whether natural or synthetic.

TOWN. Means the Town of Chino Valley, an Arizona municipal corporation.

§ 117-3 MARIJUANA PROHIBITED ON PUBLIC PROPERTY.

- (A) The use, sale, cultivation, manufacture, production, or distribution of marijuana or marijuana products is prohibited on property that is occupied, owned, controlled, or operated by the Town.
- (B) It is unlawful for an individual to smoke or consume marijuana or marijuana products in a public place or open space in the Town.

§ 117-4 MARIJUANA ESTABLISHMENT PROHIBITED; DUAL LICENSEE EXCEPTION.

- (A) To the fullest extent allowable by law, the operation of a marijuana establishment is prohibited, except where authorized for a dual licensee who:
 - (1) Operates both a nonprofit medical marijuana dispensary and marijuana establishment cooperatively in a shared location; and
 - (2) Has not forfeited or terminated the nonprofit medical marijuana dispensary registration from the Department.
- (B) Operation of a marijuana establishment is further subject to the following conditions and limitations:

~~(1) Shall not be more than one marijuana establishments operating in the Town.~~

(1) ~~(2)~~ Shall be allowed in only non-residential zoning districts as specified by the Town's Unified Development Ordinance.

(2) ~~(3)~~ Shall not be located within 300 feet of a residentially-zoned property. This distance shall be measured from the lot line of the property on which the business is conducted or proposed to be conducted to the property boundary line of the residentially zoned property.

(3) ~~(4)~~ Shall not be located within 300 feet of a preschool; kindergarten; elementary; secondary or high school; place of worship; public park; or community center. This distance shall be measured from the ~~lot~~property line of the property on which the business is conducted or proposed to be conducted to the property line of the protected use.

- (4) ~~(5)~~ Shall be located in a permanent building on an established foundation adhering to Town building codes and shall not include any temporary, portable, or self-powered mobile facilities, or trailer, cargo container, or motor vehicle.
- (5) ~~(6)~~ Shall have operating hours not earlier than 9 a.m. and not later than 8 p.m.
- (6) ~~(7)~~ Shall not provide drive-thru services or offsite deliveries of marijuana or marijuana products.
- (7) ~~(8)~~ Shall not allow a person to consume marijuana or marijuana products on the premises or provide outdoor seating areas.
- (8) ~~(9)~~ Shall provide for proper disposal of marijuana remnants or by-products. The remnants or by-products shall not to be placed within the facility's exterior refuse containers, Town trash can, bin, or other Town facility, or in any park refuse container unless authorized by the Town.
- (9) ~~(10)~~ Shall not emit dust, fumes, vapors, or odors into the environment from the facility and shall ensure that ventilation, air filtration, building, and design standards are compatible with adjacent uses and the requirements of adopted building codes of the Town.
- (10) ~~(11)~~ Shall not sell marijuana or marijuana products, except as permitted by state law to consumers.
- (11) ~~(12)~~ Shall not display or keep marijuana or marijuana products that are visible from outside the premises.
- (12) ~~(13)~~ Shall comply with applicable county health regulations for food preparation and handling.
- (13) ~~(14)~~ Shall comply with applicable laws to safely and securely engage in extraction processes.
- (14) ~~(15)~~ Shall submit a written security plan to the Chino Valley Police Department that describes the actions taken to deter and prevent unauthorized entrance into limited access areas, including use of security equipment, exterior lighting to facilitate surveillance, and electronic monitoring such as video cameras.

§ 117-5 MARIJUANA TESTING FACILITY PROHIBITED; EXCEPTION FOR EXISTING MEDICAL MARIJUANA TESTING FACILITY.

~~To~~(A) Except as set forth in this Section, to the fullest extent allowable by law, the operation of a marijuana testing facility is prohibited in the Town. A marijuana testing facility may be permitted for a location that:

- (1) Was operated as a medical marijuana testing facility, under the appropriate authorization from the State, prior to the adoption of this Chapter.
- (2) Will be operated for the purposes of testing recreational marijuana only by a dual licensee cooperatively in a shared location with the prior-existing medical marijuana testing facility.

(B) Operation of a marijuana testing facility is further subject to the following conditions and limitations:

- (1) Shall not be more than one marijuana testing facility operating in the Town.
- (2) Shall be allowed in only non-residential zoning districts as specified by the Town's Unified Development Ordinance.
- (3) Shall not be located within 300 feet of a residentially-zoned property. This distance shall be measured from the lot line of the property on which the business is conducted or proposed to be conducted to the property boundary line of the residentially zoned property.
- (4) Shall not be located within 300 feet of a preschool; kindergarten; elementary; secondary or high school; place of worship; public park; or community center. This distance shall be measured from the property line of the property on which the business is conducted or proposed to be conducted to the property line of the protected use.
- (5) Shall be located in a permanent building on an established foundation adhering to Town building codes and shall not include any temporary, portable, or self-powered mobile facilities, or trailer, cargo container, or motor vehicle.
- (6) Shall not allow a person to consume marijuana or marijuana products on the premises or provide outdoor seating areas.
- (7) Shall provide for proper disposal of marijuana remnants or by products. The remnants or by-products shall not to be placed within the facility's exterior refuse containers, Town trash can, bin, or other Town facility, or in any park refuse container unless authorized by the Town.

- (8) Shall not emit dust, fumes, vapors, or odors into the environment from the facility and shall ensure that ventilation, air filtration, building, and design standards are compatible with adjacent uses and the requirements of adopted building codes of the Town.
- (9) Shall not sell marijuana or marijuana products, except as permitted by state law to consumers.
- (10) Shall not display or keep marijuana or marijuana products that are visible from outside the premises.
- (11) Shall comply with applicable county health regulations for food preparation and handling.
- (12) Shall comply with applicable laws to safely and securely engage in extraction processes.
- (13) Shall submit a written security plan to the Chino Valley Police Department that describes the actions taken to deter and prevent unauthorized entrance into limited access areas, including use of security equipment, exterior lighting to facilitate surveillance, and electronic monitoring such as video cameras.

§ 117-6 MARIJUANA CULTIVATION FACILITY PROHIBITED.

Except as provided in §§ 117-4 and 117-8, to the fullest extent allowable by law, the operation of a cultivation location at which the licensee cultivates marijuana, processes marijuana, and manufactures marijuana products, but from which marijuana and marijuana products may not be transferred or sold to consumers, is prohibited in the Town.

§ 117-7 MARIJUANA PRODUCT MANUFACTURING FACILITY PROHIBITED.

Except as provided in §§ 117-4 and 117-8, to the fullest extent provided by law, the operation of a manufacturing location at which the licensee manufactures marijuana products and packages and stores marijuana and marijuana products, but from which marijuana and marijuana products may not be transferred or sold to consumers, is prohibited in the Town.

§ 117-8 INDIVIDUAL'S PRIMARY RESIDENCE FOR PERSONAL USE.

To the fullest extent allowable by law, marijuana possession, consumption, processing, manufacturing, transportation, and cultivation is permitted in a residential zoning district in the Town and is subject to the following conditions and limitation:

- (A) It shall be unlawful for any individual who is at least twenty-one (21) years of age to possess, transport, cultivate, or process more than six (6) marijuana plants.
- (B) It shall be unlawful for two or more individuals who are at least twenty-one (21) year of age to possess, transport, cultivate, or process more than twelve (12) marijuana plants at the individuals' primary residence.
- (C) Except as provided by A.R.S. § 36-2801 *et al.* and this Section, it shall be unlawful for an individual to otherwise cultivate marijuana in a residential zoning district within the Town limits.
- (D) Individuals shall not process or manufacture marijuana by means of any liquid or gas other than alcohol that has a flashpoint below one hundred (100) degrees Fahrenheit.
- (E) Kitchen, bathrooms, and primary bedroom(s) shall be used for their intended use and shall not be used primarily for residential marijuana processing, manufacturing, or cultivation.
- (F) A residence shall not emit dust, fumes, vapors, or odors into the environment and individuals shall ensure that ventilation, air filtration, building, and design standards are compatible with adjacent uses and the requirements of adopted building codes of the Town.
- (G) Cultivation shall be limited to a closet, room, greenhouse, or other enclosed area on the grounds of the residence equipped with a lock or other security device that prevents access by minors.
- (H) Cultivation shall take place in an area where the marijuana plants are not visible from public view without using binoculars, aircraft, or other optical aids.

§ 117-9 RETAIL SALES FROM MARIJUANA AND MARIJUANA PRODUCTS.

To the fullest extent allowable by law, the sale of marijuana and marijuana products is authorized within the Town from a marijuana establishment and is tangible personal property, as defined in A.R.S. § 42-5001, and subject to the transaction privilege tax in the retail classification and use tax.

§ 117-10 VIOLATIONS.

- (A) It is unlawful and a violation of this article for a person to sell, cultivate, process, manufacture or transport marijuana or marijuana products if the person fails to meet all the requirements in this article or state law, including the Department's rules.

- (B) It is a violation of this article for any person to provide false information on any permit application.
- (C) Each day any violation of any provision of this article shall continue shall constitute a separate offense.

§ 117-11 ENFORCEMENT; PENALTIES.

- (A) Violations of this article are in addition to any other violation enumerated within Town ordinances or the Town Code and in no way limits the penalties, actions, or abatement procedures which may be taken by the Town for any violation of this article, which is also a violation of any other ordinance or Code provision of the Town or federal or state law. Conviction and punishment of judgment and sanction against any person under this article shall not relieve such person from the responsibility of correcting prohibited conditions, or removing prohibited structures or improvements, and shall not prevent the enforced correction or removal thereof.
- (B) Penalty: Violations of any provision of this article shall be Class 1 misdemeanors, which may be adjudicated and enforced as set forth in Town Code § 10.99.

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Moved cell	
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ORDINANCE NO. 2021-895

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CHINO VALLEY, ARIZONA, DECLARING THE DOCUMENT ENTITLED “RECREATIONAL MARIJUANA REGULATIONS (FEBRUARY 9, 2021),” AS A PUBLIC RECORD; ADOPTING THE “RECREATIONAL MARIJUANA REGULATIONS (FEBRUARY 9, 2021)” BY REFERENCE; AMENDING THE CODE OF THE TOWN OF CHINO VALLEY, ARIZONA, TITLE XI, BUSINESS REGULATIONS, BY ADOPTING A NEW CHAPTER 117, RECREATIONAL MARIJUANA REGULATIONS; RELATED TO THE REGULATION OF RECREATIONAL MARIJUANA; IMPOSING FEES; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR PENALTIES; AND DECLARING AN EMERGENCY.

WHEREAS, marijuana contains tetrahydrocannabinol (“THC”), which remains on Schedule I of the Controlled Substances Act pursuant to 21 U.S.C. § 811 *et seq.*, and any possession and use is a violation of federal law pursuant to 21 U.S.C. § 841 *et seq.*; and

WHEREAS, the Arizona Medical Marijuana Act, ARIZ. REV. STAT. § 36-2801 *et seq.*, and Title 9, Chapter 17 of the Arizona Administrative Code, allow the establishment and operation of nonprofit medical marijuana dispensaries in the Town of Chino Valley according to a prescribed statutory and regulatory process; and

WHEREAS, the statewide ballot measure I-23-2020, known as “Smart and Safe Arizona Act” was certified as Proposition 207, placed on the November 3, 2020, general election ballot, and approved by voters; and

WHEREAS, the Smart and Safe Arizona Act contains provisions: (i) authorizing the possession, consumption, purchase, processing, manufacturing or transporting of marijuana by an individual 21 years of age or older; (ii) authorizing possession, transport, cultivation or processing of marijuana plants in a primary residence by adults 21 years of age or older; (iii) allowing a nonprofit medical marijuana dispensary or other non-dispensary applicant to apply to the State of Arizona Department of Health Services (the “Department”) to become a licensed marijuana establishment authorized to engage in the retail sale, cultivation, and manufacturing of marijuana; and (iv) allowing the Department, or another entity designated by the Department, to become a marijuana testing facility to test the potency of marijuana and detect any harmful contaminants; and

WHEREAS, the Town of Chino Valley finds that the Smart and Safe Arizona Act authorizes marijuana establishments to use chemical extraction or chemical synthesis, including butane and other flammable gases, to extract marijuana concentrate, which poses a threat to the health, safety, and security of the community and increases the responsibilities of law enforcement and other Town of Chino Valley departments to respond to violations of state and local laws, including building, electrical, and fire codes; and

WHEREAS, the Town Council seeks to protect public health, safety, and welfare by enacting reasonable zoning regulations to limit the number of marijuana establishments and marijuana testing facilities in the Town of Chino Valley; and

WHEREAS, that certain document entitled “Recreational Marijuana Regulations (February 9, 2021),” one paper copy and one electronic copy maintained in compliance with ARIZ.

REV. STAT. § 44-7041 of which are on file in the office of the Town Clerk as required by ARIZ. REV. STAT. § 9-802 and are available for public use and inspection during normal business hours, which Recreational Marijuana Regulations (February 9, 2021) are hereby declared to be public records, which public records are hereby referred to, adopted and made a part hereof as if fully set forth in this Ordinance and which are hereby ordered to remain on file with the Town Clerk.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Common Council of the Town of Chino Valley, Arizona, as follows:

Section 1. The recitals above are hereby incorporated as if fully set forth herein.

Section 2. The Chino Valley Town Code, Title XI (Business Regulations), is hereby amended by adding a new Chapter 117 (Recreational Marijuana Regulations), to read as set forth in that certain document entitled "Town of Chino Valley Recreational Marijuana Regulations (February 9, 2021)," which document is hereby adopted by reference and incorporated herein by reference as if fully set forth in this Ordinance.

Section 3. All ordinances and parts of ordinances in conflict with the provisions of this Ordinance or any part of the Town of Chino Valley Recreational Marijuana Regulations (February 9, 2021) adopted herein by reference are hereby repealed.

Section 4. If any section, subsection, sentence, clause, phrase or portion of this Ordinance, or any part of the Code adopted herein by reference, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

Section 5. Violation of any provision of this Ordinance shall be subject to the following penalties as set forth in the Town of Chino Valley Recreational Marijuana Regulations (February 9, 2021) and provided herein:

1. Except as otherwise provided in ARIZ. REV. STAT. § 36-2853, violation of any provision of this Ordinance is a class one misdemeanor.
2. Violation of this Ordinance is in addition to any other violation enumerated within the Town ordinances or the Town Code and in no way limits the penalties, actions or abatement procedures that may be taken by the Town for any violation of this Ordinance, that is also a violation of any other ordinance or code provision of the Town or Federal or State law. Conviction and punishment or judgment against any person under this Ordinance shall not relieve such person from the responsibility of correcting prohibited conditions, or removing prohibited structures or improvements, and shall not prevent the enforced correction or removal thereof.
3. Marijuana establishment permits may be revoked by the Town for violation of any provision of this Ordinance, for any violation of the requirements of the permit, or if the Department revokes the license for the establishment.

Section 6. Because of the urgent need for implementation of Town regulations in response to the Smart and Safe Arizona Act (Proposition 207), the immediate operation of this Ordinance is necessary for the preservation of health, safety, and welfare. An emergency is hereby declared to exist and this Ordinance shall be in full force and effect immediately upon adoption by the Town Council.

Section 7. In accordance with Article II, Sections 1 and 2, Constitution of Arizona, the Town Council has considered the individual property rights and personal liberties of the residents of the Town before adopting this ordinance.

Section 8. The Mayor, the Town Manager, the Town Clerk and the Town Attorney are hereby authorized and directed to take all steps necessary to carry out the purpose and intent of this Ordinance.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Chino Valley, Arizona, this 9th day of February, 2021.

Jack W. Miller, Mayor

ATTEST:

Erin N. Deskins, Town Clerk

APPROVED AS TO FORM:

Gust Rosenfeld PLC, Town Attorney
By: Andrew J. McGuire

I hereby certify the above foregoing Ordinance No. 2021-895 was duly passed by the Council of the Town of Chino Valley, Arizona, at a meeting held on February 9, 2021, and that quorum was present, and that the vote thereon was _____ ayes and _____ nays and _____ abstentions. Council members were absent or excused.

Erin N. Deskins, Town Clerk