

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

**TUESDAY, MAY 23, 2023
6:00 P.M.**

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

Present: Mayor Jack Miller (remote, left at 6:22pm); Vice-Mayor Eric Granillo; Councilmember Annie Perkins; Councilmember Tom Armstrong; Councilmember John McCafferty; Councilmember Sherri Phillips; Councilmember Robert Schacherer

Staff Town Manager Cindy Blackmore; Town Attorney Andrew McGuire; Development Services

Present: Director Laurie Lineberry; Administrative Services Director Joe Duffy; Human Resources Director Laura Kyriakakis; Police Chief Chuck Wynn; Officer McKenzie Szymanski (Sgt at Arms); Public Works Director/Town Engineer Frank Marbury (remote); Senior Planner Will Dingee; Community Services Director Cyndi Thomas; Public Information Officer Tricia Lewis; Audio Visual Technician Lawrence Digges; Deputy Town Clerk Sara Burchill; Town Clerk Erin N. Deskins

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

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

2) INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

- a)** Presentation and update from Thomas Stultz, Yavapai Regional Transit Manager, regarding the Paulden Plunge.

Thomas Stultz, Yavapai Regional Transit (YRT), presented the following:

- The Paulden Plunge was YRT's premier event providing transportation and admission to the pool for children that didn't have a chance to get out and socialize. It was a good program for the children and sometimes they brought their parents, they shop and dine in Chino, go to Senior Center, etc.
- YRT had a small amount of funds left from last year as they faced a few challenges with the opening late, and there were no children booked for the last week.
- He was asking for support as had been given last year in the sum of \$3,000. The program had also been supported by the Kiwanis Club, Elks, and other local agencies.

Mr. Stultz and Council discussed the following:

- Council asked how many kids were involved in the program. Mr. Stultz was expecting about 400. In 2019 it was just under 400. 2022 was a little less due to the issues mentioned. The program would provide service for eight full weeks, four days a week, Monday, Tuesday, Thursday, and Friday.

- b) Presentation and update from John Courtis, Interim Volunteer Director for the Chino Valley Area Chamber of Commerce.

John Courtis, Interim Volunteer Director for the Chino Valley Area Chamber of Commerce, presented the following:

- He wanted to give an update on the last seven weeks.
- He was working to evolve the chamber to a “3C chamber.” The three C’s stood for Convener of engaged individuals, Champion of small business, and Conveyor of great ideas for the community.
- Since fixing the office’s signage they had seen increased traffic in the office and calls to the office from people looking for information and asking about events.
- They had also changed their branding and messaging to promote the fact that it was the town’s official visitor center. Their revenues had increased due to some of the small changes they had made.
- In addition to providing clearer signage, they installed a rack out front with visitor information for when no one was in the office. 18 guides had been picked up this month alone. Six visitors had come in the office asking about area events.
- Mr. Courtis was working to create a culture of gratitude. They created a pull up sign for events that included the chairman circle, Town logo, Daily Courier, and the Arizona Hometown Radio Group, etc.,
- Most members of the town were giving money to the Chamber in an inspirational fashion, not transactional. Smaller business might be more transactional. The Chamber was aiming to serve both.
- There had also been work done on the website including the addition of logos of partners’ businesses that go straight to their websites.
- Mr. Courtis stated that they would be building a board of directors with business people. He had already some nice yes’s.
- He was also working on maintaining compliance with bylaws to maintain their 501(c)(6) status.
- Mr. Courtis was working on creating and promoting an annual list of local events. The Chamber would be doing fewer events and focusing on quality, not quantity.
- There was cleanup work to be done on the member list and database which had almost 400 members in it, but there were only 164 paying members.
- The Chamber was preparing to publish an official visitors guide. The Courier offered a profit-sharing program. The guide would include a page for the Town and a letter from the Mayor.
- Mr. Courtis planned to hand over a stable organization to the new director, but would continue on as an advisory board member.
- He was also working on moving the Arizona Tourist Information sign.

- c) Introduction and presentation of Town of Chino Valley new employee hires.

Laura Kyriakakis, HR Director, presented the following:

- The last time she had presented to Council was November 8, 2022 and it had been a busy recruitment year
- Since last time the Town had onboarded 13 new team members, 22 total in this fiscal year.

- Ms. Kyriakakis presented new employees, described their positions, and provided their start dates.

3) CALL TO THE PUBLIC- Individuals requesting to speak, please complete a Speaker Comment Card and return to the Clerk.

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 at the discretion of the Council and not required by law. Individuals are limited to speak for three (3) minutes, yielding of time will not be permitted. 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. Disrespectful behavior will not be tolerated; this includes loud outbursts, profanity and disruptive discussions among our audience.

Susie Jarvis, Chino Valley Pickleball Association, presented the following:

- She was giving an update on what the Chino Valley Pickleball Association had accomplished. They were now a corporation, had their tax ID, and were filing for their 501(c)(3) which they hoped to have completed this week. They now had 90 members, and more families were reaching out to participate. 22 people showed up today to play, but there were only four courts which could accommodate 16 people, and they were continuing to average that on weekdays. They were seeing 24 to 26 on the weekends.
- She introduced the association's board members.

Jeff Crandel, Chino Valley Historical Society (CVHS), presented the following:

- He had seen in the tentative town budget that there was some appropriation for the Historical Society. He asked for careful consideration for that. The Historical Society had been open every Saturday in all of April and May, and had 200 people come through to view the facilities and displays. The Society had also brought in outside speakers for their meetings and had 35 to 40 attendees at the meetings. Mr. Crandel believed that CVHS was a valuable asset and resource to the Town, culturally and educationally. The funds would help to improve their facilities and programs and they would appreciate the support.

Rachelle Fernow presented the following:

- Thanked the Councilmembers who had expressed condolences to her over the last few months.
- The Prescott Area Association of Realtors would be hosting a food drive in front of Safeway from 9:00 a.m. to 3:00 p.m. They would be accepting food goods, cash donations, and gift certificates and 100% of the proceeds would be going back to the Chino Valley Food Bank. Ms. Fernow would be volunteering from 11:00 a.m. to 1:00 p.m.
- Last week the combine had come by her home to mow the right of way and it shredded whatever garbage was along the right-of-way and she had to do a lot of cleaning up. She was requesting that someone go ahead of the combine to clean up litter, or organize a volunteer group to clean up litter before the combine came through. She stated that she was happy to assist however she could.

Mayor Miller exited the meeting at 6:22 p.m.

Beth Vicory presented the following:

- She wanted to let the public know about a free health care clinic including dental care and eye exams being held at the Findlay center on June 8th and 9th.

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 stated that school was out for summer and graduation would be held tomorrow.

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

Cindy Blackmore, Town Manager, presented the following:

- Town offices would be closed on Monday, May 29th for the Memorial Day holiday. The Town would reopen for normal business hours on Tuesday.
- The Town Clerk was accepting applications for the Roads and Streets Committee through May 31st. Anyone interested could find more information on the town website.
- The General Plan comment period was still open. The Town welcomed all comments from the public. To do that please visit the website makeitchinogeneralplan.com
- It was National Public Works week. Ms. Blackmore wanted to recognize the Public Works Department for all the important work they do.
- Work would begin on Road 1 East between Center Street and Road 1 South. Residents should expect delays.

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.

Councilmember Schacherer requested to pull Consent Agenda Item 5(a) to inquire as to what the estimate of expenses were.

MOVED by Councilmember Tom Armstrong, seconded by Councilmember John McCafferty to approve Consent Agenda Items b, c, d, and e.

AYE: Vice-Mayor Eric Granillo, Councilmember Annie Perkins, Councilmember Tom Armstrong, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

6 - 0 PASSED - Unanimously

- a) Consideration and possible action to adopt Resolution No. 2023-1224, approving the proposed statements and estimates of expenses of the Town of Chino Valley Street Lighting Improvement Districts for fiscal year 2023/2024.

Joe Duffy, Finance Director, presented the following:

- This item was for the lighting district in Brightstar which was divided into three separate districts. The appendix broke down how much each district was levied. The total for all three was \$3,900. The County would bill the property owners in Brightstar on their property tax bill which would then be remitted to the Town. The Town would then pay the APS bill for the street lights.

MOVED by Councilmember Annie Perkins, seconded by Councilmember John McCafferty to approve item 5(a).

AYE: Vice-Mayor Eric Granillo, Councilmember Annie Perkins, Councilmember Tom Armstrong, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

6 - 0 PASSED - Unanimously

- b) Consideration and possible action to approve Resolution No. 2023-1229 authorizing the use of \$400,000 out of the Town's General Fund Contingency Account to reduce the Public Safety Personnel Retirement System (PSPRS) unfunded liability amount.
- c) Consideration and possible action to approve the Second Amendment to the Construction Contract with Danson Construction, LLC for the Chino Valley Police Department new police facility for a no-cost time extension.
- d) Consideration and possible action to approve a cooperative purchasing agreement with Shasta Industries, Inc., for job order contracting pool construction services with a not-to-exceed amount of \$510,000; to approve Job Order Contract (JOC) #1 for pool refinishing and ADA lift installation for an amount not to exceed \$360,000; and to approve JOC #2 for mechanical work for an amount not to exceed \$100,000.
- e) Consideration and possible action to approve the April 25, 2023, Regular Meeting Minutes.

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 Resolution No. 2023-1223, approving a Tentative Budget for the fiscal year 2023-2024 and proposed expenditure limitation for the same year, in the amount of \$45,150,500 and setting a public hearing date of June 27, 2023, on the tentative budget and adoption of the final budget.

MOVED by Vice-Mayor Eric Granillo, seconded by Councilmember Tom Armstrong to continue this item to the June 13, 2023 Council Meeting.

AYE: Vice-Mayor Eric Granillo, Councilmember Annie Perkins, Councilmember Tom Armstrong, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

6 - 0 PASSED - Unanimously

- b) Public hearing, consideration, and possible action regarding the "Homestead" Preliminary Plat located at the Northeast corner of West Road 3 South and South Road 1 West from applicant Jay Bates, on behalf of Right Homes.

Will Dingee, Assistant Development Services Director, presented the following:

- This was a request for approval for the Homestead Subdivision Preliminary Plat. This was the second time the project was coming before Council. The first time was for the rezone of the parcel. The applicant was in attendance.
- The property was 20 acres in size, zoned Single Family Residential, one acre minimum, and located at the northeast corner of West Road 3 South and South Road 1 West. The proposal consisted of 15 one acre lots with a newly created east/west roadway, dubbed Farley Way. There would be drainage tracts and road improvements along South Road 1 West and landscaping along South Road 1 West. The property would be served by well and septic
- Staff received one letter of opposition citing water, road conditions, and traffic as concerns.
- Planning & Zoning provided a recommendation of approval with the conditions of approval found in attachment a.

Council and staff discussed the following:

- Council inquired how the road would hold up to service trucks going to the end of the road and turning around. Frank Marbury, Town Engineer, stated that street would be designed to accommodate trucks, school buses, and emergency vehicles.
- Council inquired if the road would be dedicated to the Town. Mr. Marbury stated that the cul-de-sac would be a public street.
- One councilmember stated that the General Plan talked about the percentage of manufactured homes and asked if this subdivision was included in the 44% mentioned? Will Dingee stated that number was specific to currently placed homes.

Jay Bates, Applicant, and Council discussed the following:

- Council inquired about the ability to hook up to Prescott water. Mr. Bates stated that it was too far, as it only reached Road 2 South. Mr. Bates stated that he had obtained an assured water supply certificate from the State.
- One councilmember made mention of condition number four, which stated that new buyers would sign a noise and odor disclosure acknowledging the nearby slaughterhouse. Mr. Bates stated a lot of people had moved in and out of the area a lot and it hadn't seemed to be an issue yet.

VM Granillo opened the Public Hearing.

Rachelle Fernow presented the following:

- She stated that, to her knowledge, none of the existing homes had to sign a disclosure of noise or smell which she thought could be a deterrent to selling the properties.
- In the previous budget meetings, Joe Duffy had talked in depth about the Town's waste water management plant losing money, and idea was to increase fees on those tied into those utilities. She felt there was a flaw in the UDO regarding the distance to tie into Town utilities. She stated there was a trend with this specific developer in that his properties used to be 1,200 sq. ft. lots, but now they were all one acre with the intent of avoiding tying into Town services. She didn't see how the Town would survive if developers were not held accountable to tie into infrastructure. She stated the Town was borrowing from the General Fund to pay for the deficit in the wastewater treatment plant and the cost would now be passed onto the citizens who were already struggling. She stated developers could afford to tie in. She stated the flaw in the UDO needed to be addressed.

Jay Bates, applicant, presented the following:

- As far as the disclosure, he stated that was on him and his company and that no one else could dictate if they should or shouldn't as they were taking the risk.
- He stated that he built 75 houses in Chino and hooked up to sewer and water a lot. It was just a matter of the cost being effective. If utilities were 600 to 1,000 feet away, the cost was prohibitive. There was a proposed project on Road 2 North which would be 70 homes and they would all be on Town sewer and water.

VM Granillo closed the Public Hearing.

MOVED by Councilmember John McCafferty, seconded by Vice-Mayor Eric Granillo to approve the preliminary plat.

AYE: Vice-Mayor Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips

NAY: Councilmember Annie Perkins, Councilmember Tom Armstrong, Councilmember Robert Schacherer

3 - 3 FAILED

7) ADJOURNMENT

MOVED by Councilmember Sherri Phillips, seconded by Councilmember Tom Armstrong to adjourn the meeting at 6:42 p.m.

AYE: Vice-Mayor Eric Granillo, Councilmember Annie Perkins, Councilmember Tom Armstrong, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

6 - 0 PASSED - Unanimously



Jack W. Miller, Mayor

ATTEST:



Erin N. Deskins

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 23rd day of May, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 11th day of July, 2023.

Erin N. Deskins

Erin N. Deskins, Town Clerk