MINUTES OF THE STUDY SESSION AND REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF CHINO VALLEY

TUESDAY, JULY 12, 2022
5:00 P.M. AND 6:00 P.M.

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

Present: Mayor Jack Miller; Vice-Mayor Annie Perkins; Councilmember Tom Armstrong; Councilmember Eric Granillo; Councilmember Cloyce Kelly; Councilmember John McCafferty - remotely; Councilmember Lon Turner - remotely (arrived 5:10)

Staff Present: Town Manager Cindy Blackmore; Town Attorney Andrew McGuire; Assistant to the Town Manager Terri Denemy; Development Services Director Laurie Lineberry; Police Chief Chuck Wynn; Public Works Director/Town Engineer Frank Marbury; Senior Planner Will Dingee; Planner Bethan Heng; Library Director Scott Bruner; Community Services Manager Cyndi Thomas; Audio Visual Technician Lawrence Digges; Deputy Town Clerk Sara Burchill; Town Clerk Erin N. Deskins

1) CALL TO ORDER; ROLL CALL

Mayor Miller called the meeting to order at 5:00 p.m.

2) Presentation and discussion by Matrix Design Group regarding the General Plan Process. (Laurie Lineberry, Development Services Director)

Laurie Lineberry introduced the Town's General Plan (Plan) Consultant, Terri Hogan, representing the Matrix Design Group.
Terri Hogan presented the following:

- The Matrix Design Group (MDG), an employee-owned company, was founded in 1999. They had an office in the Phoenix area as well as locations nationwide. They had 175 people employed in the company.
- They had done plans nationwide and into US territories. They did General Plans and Military Conceptual Planning.
- They had several centers of excellence, and the Town would be working with their Planning and GIS (mapping) centers.
- Public outreach was statutorily required and was a four-part process.
- The company was award winning for their public outreach program and their projects.
- MDG had completed approximately 30 general plans for cities, towns, and counties within Arizona, which were overviewed. Their forte was smaller rural communities. They also provided zoning code rewrites and development plan review. They had completed over 100 plans across the nation.
- The mapping component would be a large part of the Town's plan. They had experts to do 3D modeling, assessments, and interactive mapping. There were several mapping

tools that could be available, including a pictorial history of the Town.

- Public engagement and branding were very important. They would work with the Town's project management team early in the process to create a branding logo that met the Town's specifications, and that logo would be used throughout the process and into implementation. It gave a consistent message to the public, from start up to ratification, about the Plan.
- A review of MDG's award winning projects was provided.
- The management team was highlighted. They had a redundant process to ensure there was always someone communicating and available. All staffing and resources would be within MDG and not subcontracted out.
- Stakeholders to be involved in the process included ADOT, water resources, energy companies, school districts, and Chamber of Commerce. More would be involved once the process started. There would also be an ambassador program.
- The project schedule would be a 12-month process, with nine phases, and several phases running concurrently.
    - The process would begin with existing conditions, including studies and mapping.
    - Public outreach would be started early on, and a public participation plan would be created with staff that would look at the best venues and how to get as many people participating in the process as possible.
    - Status reports would be concurrent and MDG would be continually meeting with staff.
    - Tasks five through nine would begin the Plan process itself, and work would begin on the Topic areas. The Town's two statutory requirements, land use and circulation, would be studied, as would water resources, public facilities, open space, economic development, and other elements the Town wanted to highlight.
    - The adoption process would include the Planning Commission, who would make a recommendation to the Council for adoption. Due to the Town's growth, they were required to go through a ratification process that required a public vote for final ratification.
    - MDG would produce the final Plan.
- The most critical component of the process was community involvement. The Plan needed to be a community vision for the future of the Town. Their process was inclusive, informative, and validating. The process included community meetings and citizen education. The Town could do whatever they wanted, and MDG would explain possible consequences for those decisions and possible solutions. They would listen and address what people were saying regarding the future of the Town.
- The public participation process would include the traditional meetings, flyers, surveys, and focus groups. MDG would be going to a variety of events to help educate the community about the Plan process. They would also use digital and virtual methods that included a virtual method for getting public input. They wanted to provide as many ways for people to give their input as possible. They would also create a special project website that would be linked to the Town's website.
- Individual focus group meetings would be scheduled in the process. MDG would work with staff about the best people to meet with.
- Planning Commission and Town Council workshops could be done in several different formats, including joint and separate meetings. Town Hall community meetings could also be included.
- Some Towns chose to have their Planning Commission be the Steering Committee to help steer and direct the Plan effort. Other communities preferred to have General Plan Advisory Committee's that included several facets of the community. MDG was

flexible with that.

- The Ambassador Program was an extension of the MDG program to get information out to the community. With staff's help, they could pick key members of the community stakeholders, and they would be given extra education, toolboxes, and flyers that could be handed out to the community. They would be encouraged to participate in the Plan and with the community. The group was very important at the end of the process during ratification as they continued to educate the community during the process.
- There were communities that had plans that failed the ratification process, but MDG had never had a Plan that failed. This was due to community involvement and implementation of the community vision.
- The interactive mapping tool would be through the Town's website and was app based. It would cover the entire Town. Icons tailored for the Town could include things like land use, noise, etc. that would allow users to comment on issues, such as too much dust somewhere, more retail needed, etc. This allowed people to give information passively without going to a public meeting.
- MDG understood that the Town was not happy with the existing Plan in terms of how it attracted growth, and how it was not retaining the character they wanted. They were excited to work on the process with the Town and to understand what the community meant by rural character and to help put the tools and policies in place that would help guide that better.

Council and Ms. Hogan discussed the following:

- The verbiage of the icons was fully customizable. A reported issue could include a concern about a safety issue which could be plugged in at an intersection with comments. The City of Page was currently using the icon features.

3) Discussion regarding the new process for festivals and events within the Town limits. (Laurie Lineberry, Development Services Director and Cyndi Thomas, Community Services Manager)

Development Services Director Laurie Lineberry presented the following:

- At the Council March strategic meeting, priority areas were developed, one of which was to encourage and support an event-friendly environment by putting together a simple and comprehensive event process and providing appropriate support and promotion for events.
- Staff had developed a process and application form for special events and festivals.
- The current code process was challenging. Staff developed the following process:
  - Contact the Community Services Manager to determine if the venue is available.
  - The Community Services Manager would tentatively schedule the event and refer them to Development services for a pre-operations meeting with representatives from all involved departments, including CAFMA.
  - An additional meeting would be held with any agencies that could have an issue, concern, or request.
  - They would meet with the applicant to discuss the details of the event, and it would be determined at that meeting if there were any special necessary requirements (bathrooms, dust control, traffic control, etc.)
  - Everything after that meeting would go to the Community Services Manager, who would process the application and share it with all departments and be the point of contact for the event representative. The Community Services Manager

would also issue the final permit.

- This process would allow all parties to be part of the planning process and know what was going on.
- The process would be an electronic process and all the departments would be coordinated together.

Council and staff discussed the following:

- The current process was not owned by any particular department. There were forms on the website, the form used depended on the department contacted, and the forms were often not routed to other departments. The necessary departments would be notified upfront in the new process.
- The maximum timeframe for the process was 60 days. Event planners needed to contact the Town 60 days prior to the event, and staff would move quickly through the process. It would not take staff 60 days to complete the process.
- Venue conflicts would be resolved on a first come first served basis, but they would also look at how to accommodate both groups to the best of staff's ability. This could include offering different venues or possibly splitting a venue.
- Each event would be looked at by the necessary departments, including Police and the Roads crew, who would help determine necessary requirements like traffic control. Once determined, staff would look at the event planner to see if they had the capability to handle the necessary requirements or if Town departments needed to be contracted out to help meet those requirements. Staff wanted to ensure everyone had the capability and the equal rights to use the Town's facilities. Staff would continue to use or encourage the event planner to use their outside resources, such as the Arizona Rangers, who could assist with parking or security.

4) Discussion regarding the creation of a Building Advisory Board. (Laurie Lineberry, Development Services Director)

Development Services Director Laurie Lineberry presented the following:

- The Town's current code had about two sentences about an appeals board, but the Building Official needed a Building Advisory Board as well as the appeals board.
- Staff was recommending that the Town create a Building Advisory and Appeals Board that the Council appointed. They would be available for when a decision was made by the Building Official that a building applicant disagreed with. The Board would hear any unresolved issues.
- The Board would also help with developing new building codes.
- Staff recommended a five-year term for a seven-member body, with three licensed general contractors, one licensed plumber, one electrician or mechanical contractor, one engineer or architect, and one citizen-at-large that was associated with the construction industry (realtor or appraiser).

Council and staff discussed the following:

- Members were concerned about the difficulty of getting professional people to volunteer for the Board, especially with a five-year term. Staff thought the professionals would have a stake in how the codes were written and interpreted and would want to be part of the process. The term limits could be changed if necessary.
- The skill set of the professional was the most important requirement.

Public Comment

Juliann Baker – She thought there was a lot of policy required for events and building for a Town of approximately 13,000 people. She thought it was oversized for a Town of their size.

5) Discussion regarding camping within Town limits. (Will Dingee, Senior Planner)

Development Services Director Laurie Lineberry and Police Chief Wynn presented the following:

- The Town did not have anything that prevented anyone from camping overnight in a parking lot in the industrial or commercial areas. If property owners posted something on their property, code enforcement could ask people to move, but it was a long process.
- The Council could adopt an Ordinance in the Town Code (not UDO) that did not allow for overnight camping in these areas, then the Police Department could get involved and the process would be quicker than a code enforcement officer.
- The Police had seen the problem of people parking in the McDonalds parking lot for days or weeks at a time. The Police reached out to the management companies, but they were often out of Town or the State. The Town could not be the victim of trespassing, and it was challenging getting the property owner to testify on the issue. An Ordinance would allow the Town to pursue the issue. The Police would use common sense and would allow someone that needed to rest for a couple of hours, which was different than people taking up residence in parking lots.

Council and staff discussed the following:

- People would be provided a copy of the Ordinance, so that just moving locations would not work. People would be provided a written warning and a citation if they just moved to a new location.
- Members thought it was a good example of why the Town needed an RV Park somewhere.
- Members did not want to see it become too strict for those just pulling off for the night.
- The new code would at some point have to escalate to criminal or there would be no way to enforce repeat offenders.

6) ADJOURNMENT

MOVED by Councilmember Cloyce Kelly, seconded by Councilmember Eric Granillo to adjourn the meeting at 5:48 p.m.

AYE: Mayor Jack Miller, Vice-Mayor Annie Perkins, Councilmember Tom Armstrong, Councilmember Eric Granillo, Councilmember Cloyce Kelly, Councilmember John McCafferty - remotely, Councilmember Lon Turner - remotely (arrived 5:10)

7 - 0 PASSED - Unanimously

REGULAR MEETING
TUESDAY, JULY 12, 2022
6:00 P.M.

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

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

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

All members of Council and Staff previously mentioned were present except Planner Bethan Heng.

2) INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

a) Volunteer Recognition - Koby Scherer and Ryan Hannon - Disc Golf CoursePresentation of special recognition to volunteers Koby Scherer and Ryan Hannon, who were instrumental in the design and installation of the Town's new Executive Disc Golf Course, presented by Scott Bruner, Special Projects Manager and Cyndi Thomas, Community Services Manager. (Terri Denemy, Assistant to the Town Manager)

Special Projects Manager, Scott Bruner presented the following:

- Ryan Hannon was unable to attend the meeting because he was out of Town, but Koby Scherer attended the meeting.
- The disc golf course had been on the project list for several years, and the project process began in February, when the material was ordered from a vendor. The vendor was also supposed to do the installation but had to drop out due to severe medical issues.
- Staff received a call out of the blue from Mr. Scherer, who wanted to be involved and help in the project. Staff explained the situation and Mr. Scherer wanted to help. They also got the help of Mr. Hannon, who was a member of the Prescott Disc Club.
- Mr. Hannon fine-tuned the original course and decided where the pads and pins would be located from the plans he had received from staff.
- It was a team effort between staff and the two volunteers.
- A special thanks was given to Mr. Scherer for his donation of cement, t-pads, and signage hardware.
- Since the project was completed by volunteers and staff, they saved the Town $3,513.27.
- Community Services Manager, Cyndi Thomas, read and presented a certificate of appreciation to Mr. Scherer.

b) Update by the Chino Valley Area Chamber of CommercePresentation and update by the Chino Valley Area Chamber of Commerce. (Lorette Brashear, Chamber President/CEO)

This item was postponed to a later date.

c) Capacity Analysis on Road 2 NorthPresentation and discussion regarding a Water and Sewer Capacity Analysis on Road 2 North. (Frank Marbury, Public Works Director/Town Engineer)

Public Works Director/Town Engineer presented the following:

- This item, regarding the sewer and water capacity analysis on Road 2 North, was discussed at the Utility Committee meeting. They had recommended bringing the item before Council for information, discussion, and feedback.
- There had been significant development and there was a potential for significant future development on Road 2 North. Much of the development was currently in the planning stages.
- There had not been any master planning or capacity analysis completed for the water and sewer systems. The current systems put in were oversized and initially had plenty of capacity, but staff was starting to worry about the existing capacity with all the potential development.
- The potential existed to overcommit the Town's assurances to serve new developments. When new developments came in and submitted their designs through Planning and Development, engineering for Town water and sewer had to issue an assurance through Will Serve Letters, to the State. This assured that Town's utilities would serve the development. Once the letters were issued, the Town had an obligation to serve them. Staff wanted to make sure the Town actually had the capacity to serve the developments.
- The Town's sewer had approximately 2,250 customers. The additional development on Road 2 could add up to 1,000 more customers through single family homes and apartment units.
- The masterplan provided the guidelines for pipe sizes and line locations. The Town did not currently have a detailed masterplan, but it was a project plan for fiscal year 23/24, the year after the General Plan was completed.
- Sewer capacity depended on pipe sizes and the slope of the pipe. Flatter slopes provided less capacity because it moved slower.
- The necessary water and sewer pipe sizes for Road 2 North was unknown for all the developments' combined capacity.
- Staff put some numbers together that included single family and apartment units for a worst-case scenario.
- CivilTec had modeled the Town's water and sewer system as part of the Old Home Manor integrated water masterplan. Staff was suggesting piggybacking on that analysis to use for the current system to determine if future development could be supported with some of the lines the Town already had.
- The information from the analysis could be retained and incorporated into an overall masterplan.
- The cost for the analysis was just under $40,000 for the modeling work and engineering analysis. The Town Manager could authorize a workorder for that amount under the Town's procurement code, and they had the money available in the Engineering Professional Services line item, but staff might need more of those funds later in the year.
- This could result in development agreements for the Council to consider based off some of the expansion in the water and sewer system.
- Staff recommended that the Town Manager approve the analysis but wanted to open the discussions with Council.
- The Town's water resources consultant, Mark Holmes was available for any questions.
- Members were all in agreement that it was a good idea to move forward.

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 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 Granillo reported on the Stuff the Bus program by the Firefighter Angels Foundation on July 23, 2022, and Essence would be having one on July 24, 2022. He thanked Larry and Joanne Holt for raising money for Officer Lopez.
- Councilmember Perkins reported on the 9th annual Wade Parker Memorial Softball Tournament. Wade grew up in Town and was one of 19 that perished in the Yarnell Hill fire. From this the Wade Parker Memorial Scholarship was formed. This year there were 16 teams that played, and with the other activities and food, over $10,000 was raised. There were three scholarships awarded to Trevor Stazenski, Abby Polacek, Dakota McMains, all community kids who were planning careers in public safety.
- Councilmember Armstrong attended the grand opening of the Old Soul Floral shop. He went to Lake Havasu City for a rural Arizona education roundtable headed by Paul Gosar. There was a lot of things coming up, including Critical Race Theory on the upcoming ballot. People could either ban it or pass it and their kids would learn it.

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.

Item 5(d) was pulled to be discussed individually.

MOVED by Vice-Mayor Annie Perkins, seconded by Councilmember Tom Armstrong to approve Consent Agenda Items 5 a, b, c, e, and f, as written.

AYE: Mayor Jack Miller, Vice-Mayor Annie Perkins, Councilmember Tom Armstrong, Councilmember Eric Granillo, Councilmember Cloyce Kelly, Councilmember John McCafferty - remotely, Councilmember Lon Turner - remotely (arrived 5:10)

7 - 0 PASSED - Unanimously

a) Awarding of the General Plan Rewrite Contract Consideration and possible action to award a Professional Services Contract to Matrix Design Group, Inc., to rewrite the Town's General Plan for an amount not to exceed $300,000. (Laurie Lineberry, Development Services Director)

b) Minor Subdivision Final Plat - Green Acres - Applicant Allen FosterConsideration and possible action to approve the Green Acres Minor Subdivision Final Plat to divide approximately 15 acres into three 5-acre parcels located on the north side of Center Street approximately 1000' east of the intersection of Road 1 East and East Center Street. (Will Dingee, Senior Planner)

c) PSA - Michael Taylor Architects - Senior Center Kitchen ImprovementsConsideration and possible action to award a Professional Services Agreement (PSA) for design and post design services for the Community Development Block Grant (CDBG) Senior Center Kitchen and Parking Lot Renovation Project to Michael Taylor Architects, Inc. in an amount not to exceed $45,000. (Terri Denemy, Town Manager's Office)

d) PDR Amendment - PV Growers - Medical Marijuana Cultivation Site.Consideration and possible action to approve the amendment to the existing Medical Marijuana Protected Development Right Site Plan, PDR16-003, for PV Growers to allow for a reduction in the square footage of greenhouses and the addition of a processing/drying building. (Will Dingee, Senior Planner)

Senior Planner, Will Dingee, presented the following:

- This item was requested by the Cox family, who currently had an active Protected Development Right (PDR) to cultivate medical marijuana.
- A review of the property location was provided.
- The PDR was Council-approved in 2016 and would be active until July 2023. There was currently no Council approved site plan on file, but they had the ability to develop the site in accordance with the site plan until the PDR expired.
- The applicant was requesting to eliminate two of the three greenhouses on the 2016 site plan and replace them with a new processing building and an onsite grow room. The processing plant would be used to process dry packages for transportation, and the grow room would be used for starter plants.
- All of the requests were consistent with medical marijuana cultivation sites. Every other medical marijuana facility with a PDR in Town, had a processing building and starter room.

Council and staff discussed the following;

- The zoning for the property was Commercial Light, but the PDR allowed them to operate as legal non-conforming.
- This was for onsite processing to transport out of the facility.

MOVED by Vice-Mayor Annie Perkins, seconded by Councilmember Tom Armstrong to approve Consent Agenda Items 5(d) as written.

AYE: Mayor Jack Miller, Vice-Mayor Annie Perkins, Councilmember Tom Armstrong, Councilmember Eric Granillo, Councilmember Cloyce Kelly, Councilmember John McCafferty - remotely, Councilmember Lon Turner - remotely (arrived 5:10)

7 - 0 PASSED - Unanimously

e) Heritage Pointe Phase 3 Conditional AcceptanceConsideration and possible action to approve Resolution No. 2022-1218 to accept the Heritage Pointe Subdivision Phase 3 street and public infrastructure improvements subject to a two-year warranty period. (Frank Marbury, Public Works Director / Town Engineer)

f) Resolution 2022-1204 CVSLID Tax LevyConsideration and possible action to adopt Resolution No. 2022-1204, levying and assessing an ad valorem tax on the assessed value of all real and personal property within the boundaries of the Town of Chino Valley Street Lighting Improvement Districts (CVSLID) for fiscal year 2022-2023, pursuant to Section 48-616, Arizona Revised Statutes. (Joe Duffy, Administrative Services Director)

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) Text Amendment - Guest House Rentals - TA-2022-07Public Hearing and consideration and possible action to approve Ordinance 2022-920 amending the Town of Chino Valley Unified Development Ordinance by amending certain provisions of Chapter 2 related to the meaning of words and terms, and certain provisions of Chapter 4 related to guest houses. (Laurie Lineberry, Development Services Director)

Recommended Action: (i) Hold Public Hearing (ii) Approve Ordinance No. 2022-920

*Referred back to Planning & Zoning for the August 2nd meeting and Public Hearing continued to the August 23rd Council Meeting.

Development Services Director, Laurie Lineberry, presented the following:

- This was a text amendment on guest houses that first came to the Council in a study session in November. The Planning Commission had two study sessions and a public hearing. There were changes made to the text during each of the meetings.
- The text amendment would allow guest houses with certain provisions to be rented. The key provision was that the property owner had to live in one of the units on the property. This protected the neighbors and prevented absentee landlords. The property owner could live in either unit.
- There were already provisions in the residential code that allowed certain sized guest homes, which would not change.
- They would be requesting a document be signed and recorded with the County

recorder. This would go with the property and show up in title searches.
- The original requirement of a stick-built structure was changed by the Planning Commission to include manufactured homes, but they had to be new models.

Council and staff discussed the following:

- The guest unit would not have a separate address, and structures would be listed as unit A or B.
- The requirement of the property owner living onsite meant that it was their primary residence and that both units would not be rented out to different people and the property owner lived elsewhere.
- There were definitions in State law that distinguished between manufactured homes and mobile homes.
- The two property units could be made architecturally compatible through roof design, building colors, or exterior structure embellishments, to be approved during the permitting stage.
- Under Additional Requirements (E), manufactured homes and mobile homes would be removed from the text.
- Manufactured homes had HUD labels from Arizona Department of Housing, which was not the case with park models or travel trailers.
- If there were an existing property that had a double-wide trailer used by the property owner and another behind it that was used for family that no longer lived there, staff would need to look at the dates for each unit and determine if it could be accommodated. If the second home was older than ten years, it would not meet the new provision. The Town attorney explained that if it were considered legal at the time the change was made, then it could be considered a legal non-conforming use. This was a defense if the Town were to enforce their codes and consider it illegal.

Mayor Miller opened the public hearing.

- Robert Switzer – Planning and Zoning Commissioner, explained that when discussed during their study sessions, they had stipulated that if it were a stick built primary residence, the secondary residence would also need to be stick built. Stick built and manufactured homes could not be mixed together. The architectural elements would also need to match both residences. Staff explained that the Commission had discussed that but had not made a motion specifically stating that. It was something that the Council could enforce. Mr. Switzer also thought that the Commission wanted to require manufactured homes to be on a foundation. Members wanted clarification from the Commission about their intent for the text changes.
- Sandra Tuttobene – questioned what" new" was and thought that her definition could be different than someone else. She thought that “new manufactured home” should be defined. There was also a requirement for only one utility meter, and she thought some people would want to revenue produce it and asked that it be defined better. She also wanted to know more about the requirement of no separate utility. She questioned how CC&R’s would be considered.
- Larry Holt – questioned if existing zoning needed to be met. If he lived in zone R1, he should not be allowed to put a rental on his property. He agreed with Ms. Tuttobene about the separate Town sewer and water hook up requirement. A lot of properties were not hooked up with the Town.

Mayor Miller closed the public hearing.

Council and staff discussed the following:

- "New" was supposed to be the current year at the time of the permit.
- The reason separate meters were not allowed was because code did not allow the units to be rented. It could be addressed with the Commission when they sent it back to them.
- If the property was on a well, they would share the well and it would be up to the County to share septic and water.
- The Town was not a party to CC&R's and did not enforce them. The Town's zoning code was their set of regulations. CC&R's were a private contract between the property owners. The property owners could be stricter than the Town, and any CC&R regulations would need to be enforced by the property owners.
- In the single-family residential districts with one acre or more, a guest house was allowed. An SR1 and greater required 1,200 square feet of livable space or 50% gross square footage of the primary residence. An AR property was 1,200 square feet or 75% of the gross square footage of the primary residence, whichever was larger.

MOVED by Vice-Mayor Annie Perkins, seconded by Councilmember Tom Armstrong to defer Ordinance 2022-920, amending the Town of Chino Valley Unified Development Ordinance by amending certain provisions of Chapter 2 related to the meaning of words and terms, and certain provisions of Chapter 4 related to guest houses back to Planning & Zoning Commission August 2, 2022 meeting, and return the Item to Town Council on August 23, 2022, and continue the Council Public Hearing on August 23, 2022.

AYE: Mayor Jack Miller, Vice-Mayor Annie Perkins, Councilmember Tom Armstrong, Councilmember Eric Granillo, Councilmember Cloyce Kelly, Councilmember John McCafferty - remotely, Councilmember Lon Turner - remotely (arrived 5:10)

7 - 0 PASSED - Unanimously

b) Mayor and Council Member CompensationConsideration and possible action to approve Resolution 2022-1217, repealing Resolution 18-1124, and fixing and setting the annual compensation for the offices of Mayor and Councilmember at $9,000 and $6,000, respectively, effective as of the first regularly scheduled meeting in December 2022. (Terri Denemy, Assistant to the Town Manager)

Recommended Action: Approve Resolution 2022-1217, repealing Resolution 18-1124 dated June 26, 2018, and fixing and setting the compensation of Mayor and Councilmembers at $9,000 per year and $6,000 per year, respectively, which shall become effective at the beginning of a new term.

Terri Denemy, Assistant to the Town Manager, presented the following:

- The Town Manager and Human Resources Offices collaborated to look at where the current elected official's compensation and stipend schedule was.
- The services of the members of the Council required significant time commitments and financial sacrifices. Their services extended beyond their regularly scheduled meetings and included other boards and committees.
- The stipends would provide compensation for the service and time commitments of the Council.
- The last time the stipend was updated was 2018, 2016, and 1983.
- The Mayor currently received $500 monthly, and staff was proposing it be raised to

$750.
- Councilmembers received $300 monthly, and staff was proposing $500.
- The Town was currently second to last in total compensation for Council. The proposed increase moved them to be consistent with other regional areas.
- The action would require a repeal of Resolution 18-1124 to be replaced by Resolution 2022-1217.
- It would become effective after the general election in November.

Council and staff discussed the following:

- Some members had a difficult time approving their own raises.
- Members discussed the time commitment to the position.
- The stipend was taxed.

Public Comment

- Juliann Baker- questioned why the Council was making the decision. She thought it should be a decision that the people made. She thought the citizens should decide if they paid their elected officials or not. She did not have a problem with the stipend, because there was a huge amount of work just being a citizen attending the meetings. She had a hard time with the Town deciding who would be paid and how much. It was a poor community. Some Town employees were making four or five times the mean income that the Town made. The people of the Town had no say in the amount of pay. She thought the elected officials should get paid and they get rid of the Town Manager and other people. The people should vote on it. Town Attorney McGuire explained that the Town had a limited number of things that could be referred to the voters, and this was not one of them. The voters were capable of an initiative by themselves. The current process was set in code. Ms. Baker questioned the type of initiative. Mr. McGuire explained it would be a ballot initiative with the citizens of Town amending the Town Code provision about who set the compensation. It would also need to have a mechanism regarding whether each future increase would be voted on or provide a process for future increases. They could also petition the Council to make an amendment to the code.
- John Garden – did not have an issue with an increase. He was not even up there yet, and he felt like he was underpaid. He was surprised by the lack of people applying for Council positions. He did not think people took into consideration how much time was put into the position. He thought a higher stipend could attract more candidates.

MOVED by Vice-Mayor Annie Perkins, seconded by Councilmember Lon Turner - remotely (arrived 5:10) to approve Resolution 2022-1217, repealing Resolution 18-1124 dated June 26, 2018, and fixing and setting the compensation of Mayor and Councilmembers at $9,000 per year and $6,000 per year, respectively, which shall become effective at the beginning of a new term.

AYE: Mayor Jack Miller, Vice-Mayor Annie Perkins, Councilmember Tom Armstrong, Councilmember Cloyce Kelly, Councilmember John McCafferty - remotely, Councilmember Lon Turner - remotely (arrived 5:10)

NAY: Councilmember Eric Granillo

6 - 1 PASSED

7) ADJOURNMENT

MOVED by Councilmember Lon Turner - remotely (arrived 5:10), seconded by Councilmember Cloyce Kelly to adjourn the meeting at 6:56 p.m.

AYE: Mayor Jack Miller, Vice-Mayor Annie Perkins, Councilmember Tom Armstrong, Councilmember Eric Granillo, Councilmember Cloyce Kelly, Councilmember John McCafferty - remotely, Councilmember Lon Turner - remotely (arrived 5:10)

7 - 0 PASSED - Unanimously

____
Jack W. Miller, Mayor

SEAL

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 12th day of July, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 23rd day of August, 2022.

Erin N. Deskins
____
Erin N. Deskins, Town Clerk

CERTIFICATE OF EVIDENCE

CREATED: 2022-08-24 18:53:05 UTC

CREATED BY:
Erin Deskins

SIGNER:
Jack Miller
Phone:
Email: milatlak@gmail.com

ADDITIONAL SIGNERS:
Erin Deskins

AUTHENTICATIONS

IP VERIFICATION / GEOLOCATION
2022-08-24 19:40:27 UTC
IP Address: 72.24.254.17
iPhone / iOS 15.6 / Mobile Safari 15.6

LOCATION: 35.2467°, -106.7232° / Rio Rancho, NM, 87124, United States

DOCUMENTS

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2022_07_12_CC_SS_RG_MN.pdf
~~14 Pages~~

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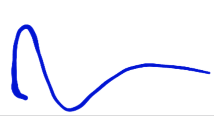
Jack Miller
08.24.2022



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SKHPKT84306

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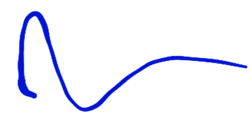
2022-08-24 | 19:40:34	SIGNATURE	Document 1 Page 14	
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CERTIFICATE OF EVIDENCE

CREATED: 2022-08-24 18:53:11 UTC

CREATED BY:
Erin Deskins

SIGNER:
Erin Deskins
Phone:
Email: edeskins@chinoaz.net

ADDITIONAL SIGNERS:
Jack Miller

AUTHENTICATIONS

IP VERIFICATION / GEOLOCATION
2022-08-24 21:15:56 UTC
IP Address: 24.116.33.214
PC / Windows 10 / Edge 104.0.1293

LOCATION: 34.61°, -112.3157° / Prescott Valley, AZ, 86315, United States

DOCUMENTS

Document
2022_07_12_CC_SS_RG_MN.pdf

~~14 Pages~~

SIGNATURE
~~Erin Deskins~~
08.24.2022

Erin N. Deskins

CERTIFIED
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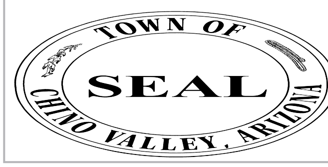
2022-08-24 | 21:16:15	SIGNATURE	Document 1 Page 14	
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