



Town of Chino Valley

MEETING NOTICE TOWN COUNCIL

STUDY SESSION
Thursday, September 6, 2012
6:00 P.M.

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

AGENDA

- 1) **CALL TO ORDER; ROLL CALL**
- 2) Presentation, review, and discussion of User Fee Study and Recommendations dated August 2012, prepared by Heinfeld, Meech & Co. (Robert Smith, Town Manager)
- 3) Discussion regarding the proposed Old Home Manor Industrial Park which consists of five, forty-acre parcels, identified as Assessor's Parcel Numbers 306-02-001J, L, N, S and U, located on the west side of the Town's Old Home Manor Property. (David Nicolella, Associate Planner)
- 4) Discussion regarding the possible extension of Road 1 East between Road 4 South and the future alignment of Road 5 South. (Ron Gritman, Town Engineer)
- 5) **ADJOURNMENT**

Dated this 30th day of August, 2012.

By: **Jami C. Lewis, Town Clerk**

The Town of Chino Valley endeavors to make all public meetings accessible to persons with disabilities. Please call 636-2646 (voice) or 636-1787 (TDD) 48 hours prior to the meeting to request a 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/clerk/townagenda.shtml>, and in the Public Library and Town Clerk's Office.

CERTIFICATION OF POSTING

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

Date: _____

Time: _____

By: _____
Jami C. Lewis, Town Clerk



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Study Session

Item No. 2.

Meeting Date: 09/06/2012
Contact Person: Cecilia Watts, General Services
 Phone: 928-636-2646 x-1202
Item Type: Presentation Only
Estimated length of Staff Presentation: 45 minutes
Physical location of item: N/A

Information

AGENDA ITEM TITLE:

Presentation, review, and discussion of User Fee Study and Recommendations dated August 2012, prepared by Heinfeld, Meech & Co. (Robert Smith, Town Manager)

SITUATION & ANALYSIS:

The Town engaged Heinfeld, Meech & Co. to perform a User Fee Study utilizing two different methodologies: 1) Cost Recovery at different recovery levels (100%, 85%, and 70%) and 2) Comparison of fees to other local municipalities to ensure we were market-competitive. The study was restricted to the following departments: Development Services, Engineering (Subdivision & Planned Area Development), Town Clerk, Animal Control, Library Services, Recreation, Aquatics, and Senior Center.

Heinfeld, Meech & Co. developed a Cost Allocation Plan as a model to determine indirect costs associated with User Fees. A full-cost rate was developed under Appendix A which annotates cost recovery of both direct and indirect costs for full recovery. This Cost Allocation Plan incorporated any salary adjustments that were recommended by the Town's consultant for the newly incorporated Comp and Class plan. They worked directly with each department to understand and determine the materials, supplies, amortization and depreciation that are necessary to capture the full cost to deliver services. Overhead costs were also calculated.

A survey was also conducted to gather market fees from nearby municipalities; this is exhibited in Appendix B. These communities include Prescott Valley, Prescott, Yavapai County, and Camp Verde.

Heinfeld, Meech & Co.'s general recommendation is that the Town set most fee levels to recover the full cost of providing the service.

Attachments

Fee recommendations-Recreation

Fee recommendations-Library

Fee recommendations-GIS

Fee recommendations-Town Clerk

User Fee Study

Recreation

After reviewing the user fee study there are several recommendations in which I have for the said fees. Previously I completed some research of my own with regards to fees and I compared our fees to Prescott, Prescott Valley & Camp Verde. Looking at the market adjusted fees in which you are being asked to approve I have several recommendations. Also, when looking at fees I feel that we also need to look at the members of our community who use the buildings, fields & ramadas. We currently have various set fees and I will provide you with our current fee along with my recommendation with regards to lowering or raising each fee. (It should be noted that I handle all of our current reservations for the recreation buildings, fields, ramadas & aquatic facility.)

Building Rentals:

	Current	Market Adjusted	My Recommendation
Private	\$18.00/hour	\$37.06/hour	\$36.00/hour
Non-Profit	\$12.00/day	\$37.06/day	\$36.00/day
Co-Sponsored	\$12.00/day	\$37.06/day	Not needed
Commercial	\$30.00/hour	\$37.06/hour	\$60.00/hour
Building Deposit (refundable)	\$240.00	n/a	\$250.00
Key Deposit (refundable)	\$53.00	n/a	\$100.00

Currently, we have more users that are non-profit and private. I strongly feel that we could do away with the co-sponsored fee as it is one that I have never used or seen anyone use. The recommendations run very close to the market adjusted. I have spoken with all of our yearly users as well as the private users we have for the building(s) and they all feel that our current rental fees are quite low in comparison to other cities in the area.

Ramada Rentals:

	Current	Market Adjusted	My Recommendation
Half Day	\$18.00	\$18.43	\$36.00
Full Day	\$36.00	\$18.43	\$72.00
Deposit (refundable)	\$30.00	n/a	\$100.00

Field Rentals:

	Current	Market Adjusted	My Recommendations
CV Youth League	No charge	\$107.71 (one-time fee)	\$100.00 (one-time fee)
CV Youth Tourney	\$48.00/field per day	\$65.63/field per day	\$65.00/field per day
Non-CV Youth League	\$12.00/hour per field	\$26.47/hour per field	\$25.00/hour per field
Adult League	\$12.00/hour per field	\$26.47/hour per field	\$25.00/hour per field
Deposit (refundable)	\$30.00	n/a	\$500.00

Concession Stand: (Community Center Park)**Current**

\$15.00/day

Recommendation

\$36.00/day

\$240.00 – Refundable deposit

\$53.00 – Refundable key deposit

\$250.00 – Refundable deposit

\$100.00 – Refundable key deposit

We currently draft up concession agreements for all users (AYSO, CVLL & Girls' Softball) and the fees are outlined within each agreement. These agreements are put together by the Recreation Manager and then signed by the Mayor.

Aquatic Center

The fees at the aquatic center were raised before the summer of 2011. The only fees that were raised were the daily admission and season passes. We did however raise the price of season passes prior to opening the summer of 2012 because we had the extended schedule approved which had us open more days.

Daily Admission:

	Current	Market Adjusted	My Recommendation
Child (0-5yrs.)	\$0.75	\$0.91	\$1.00
Youth (6-17 yrs.)	\$2.00	\$2.41	\$2.50
Adult (18-54yrs.)	\$3.00	\$3.62	\$3.50
Senior (55 and older)	\$2.50	\$3.02	\$3.00
Family (up to 5)	\$12.00	\$14.49	\$12.50
Non-Swimmer	\$1.00	n/a	\$1.00

Season Passes:

	Current	Market Adjusted	My Recommendation
Child (0-5yrs)	\$40.00	\$43.47	\$45.00
Youth (6-17yrs.)	\$79.00	\$86.93	\$85.00
Adult (18-54yrs.)	\$118.00	\$130.40	\$130.00
Senior (55 and older)	\$85.00	\$94.18	\$95.00
Family (up to 5)	\$180.00	\$202.84	\$200.00

When calculating the price for season passes we should also take into consideration the number of days in which we are open in which patrons are able to use the pass. I have not done this with my current recommendations because I am not sure what our season will run next year.

Learn to Swim (Child group swim lessons)

	Current	Market Adjusted	My Recommendation
8 classes/session	\$40.00	\$71.53	\$40.00

Adult swim lessons

	Current	Market Adjusted	My Recommendation
4 – 1 hour classes	\$40.00	\$66.87	\$40.00

Aqua Fit

	Current	Market Adjusted	My Recommendation
9 – 1 hour classes	\$45.00	\$145.84	\$45.00

Private Swim Lessons (Adult or Child)

	Current	Market Adjusted	My Recommendation
Private lesson	\$20.00/hour	\$25.00/hour 9 sessions	\$20.00/hour

Aquatic Center Rental**2 Hour Minimum**

	Current	Market Adjusted	My Recommendation
Facility	\$70.00/hour	\$70.03/hour	\$70.00/hour
Lifeguards(3) up to 200 people	\$12.00/hour per guard	\$10.06/hour per guard	\$12.00/hour per guard
Lifeguards(4) 201-400 people	\$12.00/hour per guard	\$10.06/hour per guard	\$12.00/hour per guard
Slide	\$30.00/hour	\$10.00	\$30.00/hour

A minimum pool rental is for 2 hours, if there is a rental for longer you just multiply the above fees time the number of hours.

It is my recommendation that the fees for swimming lessons and aqua fit remain the same. The current fees are higher than other pools in the area and with our current fees we have good turn outs. By raising the said fees to the market rate we will have no customers and no one will be attending our classes.

Recreation and aquatics are a quality of life, yes I feel we need to have a cost recovery in both areas but I feel that when it comes to the aquatic facility it is a gradual increase, otherwise there will be no attendance and no point in having a pool. The residents of Chino Valley appreciate that we have a pool as it provides them with something to do locally during the summer months where they do not have to drive out of town. If we raise the fees for aqua fit and swim lessons all of our current participants and new customers will be driving to Prescott and Prescott Valley to utilize the services there because they are offered at a lower cost.

Chino Valley Public Library
August 2012

Fee	Current Fee	70% Cost Recovery	Market Adjusted	TOCV Library Recommendation
Photocopies (per page) *	.10	-	-	.10
Printouts from Public Access Comp *	.10	-	-	.10
Purchase of 3.5" diskette/thumb drive *	1.00	-	-	1.00
Purchase of CD-ROM disk *	1.00	-	-	1.00
Library Card – New	N/C	-	-	N/C
Library Card – Replacement	3.00	2.00	2.83	3.00
Overdue items – per day				
Chino Valley Library	.10	.55	.78	.10
Yavapai Library Networks	.10	.55	.78	.10
Outside YLN	.10	.55	1.00	.10
Items Placed on Hold & Not Picked Up				
From Chino Valley Library	N/C	N / C	-	N/C
From other YLN Libraries	.50	.88	1.25	.50
Outside YLN Libraries	1.00	.88	1.25	1.00
Item Lost or Destroyed – Replacement Cost + \$5.00 processing fee				
Processing Fee per item (CV Library)	5.00	3.30	4.72	5.00
YLN Libraries	5.00	3.30	4.72	5.00
Outside YLN Libraries	5.00	3.30	4.72	5.00
Items Referred to Outside Agency for Collection + Library Labor and Admin Costs				
Collections for Chino Valley **	25.00	4.94	7.06	N/A
Other YLN Libraries **	25.00	4.94	7.06	N/A
Outside YLN Libraries **	25.00	4.94	7.06	N/A

Notes:

* This function is handled by the Friends of the Library. They maintain public printers at the Library.

** This service is no longer needed nor used.

GIS Division
August 2012

Fee	Current Fee	70% Cost Recovery	Market Adjusted	TOCV GIS Recommendation
Chino Valley GIS Division				
Maps (GIS) – 8.5" x 11"	3.00	8.67	12.38	5.00
Maps (GIS) – 11" x 17"	5.00	8.69	12.42	10.00
Maps (GIS) – 24" x 36"	10.00	18.03	25.75	20.00
Maps (GIS) – 36" x 48"	30.00	18.77	26.82	25.00
Prescott Valley				
8.5" x 11"	5.00			
11" x 17"	10.00			
24" x 36"	20.00			
36" x 48"	25.00			
Prescott				
8.5" x 11"	N/P			
11" x 17"	N/P			
24" x 36"	N/P			
36" x 48"	N/P			
Yavapai County				
8.5" x 11"	2.00			
11" x 17"	5.00			
24" x 36"	10.00			
36" x 48"	15.00			
Camp Verde				
8.5" x 11"	5.00			
11" x 17"	5.00			
24" x 36"	30.00			
36" x 48"	30.00			

Note: GIS Technician suggests rates be same as rates that Prescott Valley charges.

USER FEE RECOMMENDATIONS - TOWN CLERK

Prescott Valley	Prescott	Dewey-Humboldt	Yavapai County	Clarkdale	Camp Verde	Cottonwood	Williams	Flagstaff	Town Current	100% Recovery	Market Adjusted	Staff Recommendation
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Staff recommendations that differ from the consultant more than rounding down/up to nearest dollar are highlighted in yellow and outlined below.
Fees NEW to the schedule are highlighted along the entire row.

BUSINESS LICENSES

New or Change in Ownership or Location

Business license fee (year)	45.00	N/A	N/A	N/A	30.00	50.00		25.00	20.00	61.00	98.49	98.49	50.00	(1)
Processing fee (one time for all yearly licenses)	15.00									30.00	32.25	32.25	33.00	
Inspection (hour)	15.00-20.00									56.00	54.57	54.57	Eliminate	(2)
Renewal fee (year)	45.00					15.00				61.00	8.35	15.00	50.00	(1)
Update fee						10.00				10.00	14.06	14.06	14.00	
Late fee (NEW: not on schedule, but in code)							10.00			100%	N/A	N/A	100%	(2)
Mobile merchant (year)										61.00	98.49	98.49	50.00	(1)
Transient merchant (day)									46.00	61.00	98.49	98.49	50.00	(1)
Special event vendors (day)	15.00					25.00			15.00	21.00	13.64	13.64	14.00	

(1) Although the proposed fee does not come close to full cost recovery to process a new license, the remainder is re-cooped by subsequent renewal fees.

Council could elect to not recover the cost of maintaining the initial process in the hopes of spurring more business.

As the Town has the highest rates in the region and the Town is taking a business-friendly position, staff recommends *reducing* the annual rate.

(2) The Inspection Fee has not been charged in at least 12 years.

The late fee is not on the schedule, but it is in the Town Code.

Festivals (special events)

Filing	15.00					50.00			46.00	61.00	35.47	35.47	36.00	
License (day)	120.00			50.00						119.00	114.50	114.50	115.00	

Peddlers/solicitors

Filing fee (year)	20.00	50.00							46.00	102.00	59.79	59.79	60.00	
Per worker	5.00	10.00								9.00	21.09	21.09	21.00	

Special business

Swap meets (year)	45.00									404.00	345.32	345.32	346.00	
Auctions (year)	45.00			50.00						303.00	136.92	136.92	137.00	
Telephone co.(year)										353.00	136.92	136.92	353.00	(3)

(3) These were set higher to compensate for the fact that telephone was considered a "utility," yet were not franchised.

Sexually Oriented Businesses

Investigation	500.00									1,062.00	264.06	264.06	1,062.00	(4)
License fee (year)	500.00									1,062.00	264.80	264.80	1,062.00	(4)
Worker fee (year)										1,062.00	73.23	73.23	1,062.00	(4)

(4) These fees were set high intentionally (along with highly restricted zoning) to discourage this type of establishment, as the community preferred to limit the activity.

Reducing the fees may make it more attractive for these types of businesses.

	Prescott Valley	Prescott	Dewey-Humboldt	Yavapai County	Clarkdale	Camp Verde	Cottonwood	Williams	Flagstaff	Town Current	100% Recovery	Market Adjusted	Staff Recommendation
<i>Liquor licenses (year)</i>													
Application fee		354.00				250.00							N/A
All types	375.00	662.00		200.00	100.00	50.00				303.00	249.49	249.49	Eliminate (5)
Beer & wine only	200.00	354.00		200.00	100.00	50.00				252.00	249.49	249.49	Eliminate (5)
Beer only		354.00		200.00	100.00	50.00				202.00	249.49	249.49	Eliminate (5)
Offsale: all types	200.00			200.00	100.00	50.00				252.00	249.49	249.49	Eliminate (5)
Offsale: beer & wine only	150.00	266.00		200.00	100.00	50.00				202.00	249.49	249.49	Eliminate (5)
Offsale: beer only				200.00	100.00	50.00				152.00	256.13	256.13	Eliminate (5)
Series #4 Wholesaler (NEW)													202.00 (5)
Series #6 Bar (NEW)													303.00 (5)
Series #7 Beer & Wine bar (NEW)													252.00 (5)
Series #9 Liquor Store (NEW)													252.00 (5)
Series #10 Beer & wine store (NEW)													152.00 (5)
Series #11 Hotel/Motel (NEW)													252.00 (5)
Series #12 Restaurant (NEW)													303.00 (5)
Series #13 Domestic Farm Winery (NEW)													252.00 (5)
Series #14 Private club (NEW)													252.00 (5)
Special event	75.00	62.00		50.00	25.00	50.00				0.00	55.93	55.93	50.00 (6)
Extension of premisis		0.00			5.00	100.00 / year				N/A	N/A	N/A	50.00 (6)

(5) These fees were originally set higher due to the anticipated increase of police patrol and presence at liquor establishments, *as well as* the additional processing time.

As staff involvement is greater or lesser, depending upon the type of establishment, and to stay in line with the graduated structure of Prescott and Prescott Valley, staff recommends retaining the current fees.

Also, the Town's current schedule does not accurately reflect the State's current licensing schedule. Staff recommends renaming the categories to reflect the liquor series.

This will not change any current fees for existing liquor establishments.

(6) The Town has never charged for these types of liquor licenses. Staff recommends doing so now close to 100% recovery.

	Prescott Valley	Prescott	Dewey-Humboldt	Yavapai County	Clarkdale	Camp Verde	Cottonwood	Williams	Flagstaff	Town Current	100% Recovery	Market Adjusted	Staff Recommendation
RECORDS FEES													
Agenda packets (printed each)				14.00		0.10 / page				12.00	19.22	19.22	Per image cost (7)
Transcription (hour)										20.00	29.09	29.09	7.50 per image (8)

(7) As this is rarely done, and packet size varies, staff recommends going to a per image cost.

(8) The consultant recommended going to a per page fee.

	Prescott Valley	Prescott	Dewey-Humboldt	Yavapai County	Clarkdale	Camp Verde	Cottonwood	Williams	Flagstaff	Town Current	100% Recovery	Market Adjusted	Staff Recommendation
Recordings – audio cassette tape	15.00			2.00 + 2.00/hr						5.00	14.49	14.49	Eliminate
Recordings - floppy										2.00	10.76	10.76	Eliminate
Recordings – CD Rom	20.00			2.00 + 2.00/hr		5.00	0.75		5.00	2.00	10.76	10.76	Eliminate
Recordings – DVD/VHS	20.00			2.00 + 2.00/hr		5.00	0.75		5.00	10.00	14.58	14.58	Eliminate
Recordings - CD/DVD (NEW)													15.00
CD/DVD (NEW: as records storage device only)													2.00
(9) No one has requested audio cassette recordings, and floppy disks are no longer used. Staff recommends eliminating those fees, as well as those for CD Rom and DVD/VHS, as VHS is no longer used, and combining CD and DVD.													
Photocopies – 8.5x11	0.25	0.25	0.25		0.15	0.25	0.25	0.25	0.50	0.25	0.36	0.36	0.25
Photocopies – 8.5x14	0.25	0.25	0.25		0.15	0.25	0.25	0.25		0.35	0.38	0.38	0.35
Photocopies – 11x17	0.25	0.25	0.25		0.15	0.25	0.25	0.25		0.50	0.47	0.47	0.50
Publications													Eliminate entire entry
Report cover										actual supply cost	6.45	6.45	Actual cost + \$2.00 (fully loaded labor rate)
Fax per image					1.00					1.00	1.18	1.18	1.25
Scanning (NEW: per image)										0.25	N/A	N/A	0.25

(10) As none of our region charges more than \$0.25, staff does not recommend increasing this fee. (Flagstaff's website listed the fee as \$0.50, but they verbally affirmed that they still charge \$0.25 per image.)

(11) We used to run numerous copies of publications, such as the Town Code, UDO, General Plan, etc., before they were placed on the web, and those fees were based on \$0.15 per image.
Now that these publications are on the web and we no longer keep copies for sale, staff recommends going to the general per image fee.

(12) The consultant's fee came from the actual cost of a report cover plus the fully loaded labor rate.
As we may use differently styles of covers with different rates, it seemed appropriate to restructure it to the actual cost of the cover plus the labor rate.

(13) Staff started charging this fee awhile ago upon checking with the State, as to send records electronically often requires the same amount and type of labor (or more, if records have to be copied first).

Subscriptions (year)

Agendas (printed)										N/A	N/A	N/A	34.00
Agendas (email)				14.00						24.00	33.64	33.64	34.00
Agendas (fax)										30.00	51.43	51.43	50.00
Agendas (mail)										30.00	103.13	103.13	103.00
Agenda packets (printed annual)										288.00	402.09	409.09	409.00
Business licenses monthly report (annual)										24.00	N/A	N/A	34.00
Agenda packets (printed each)				14.00		0.10 / page				12.00	19.22	19.22	Per image cost

Prescott Valley	Prescott	Dewey-Humboldt	Yavapai County	Clarkdale	Camp Verde	Cottonwood	Williams	Flagstaff	Town Current	100% Recovery	Market Adjusted	Staff Recommendation
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Research

Commercial records requests only	25.00 flat rate		28.00 + copy cost	varies						Varies	46.96	46.96	47.00
Commercial request - business license list (NEW)	25.00 flat rate		28.00	varies		200.00				N/A	N/A	N/A	0.17 per business

(14)

(14) The Town started charging this rate a couple years ago after market research was done; commercial requests are by state law to be provided at the current commercial value. As this item is requested is often, staff recommends adding it to the fee schedule. Other commercial requests will need to be determined on an individual basis.

Miscellaneous

Notary – per signature										2.00	3.53	2.00	2.00 (maximum per state law)
Mailing requests										Varies	6.38	6.38	Actual postage + \$2.00 (fully loaded labor rate)
Mailing and emailing										varies	6.63	6.63	Eliminate
Other										varies	8.12	8.12	Eliminate

(15)

(15)

(15) These costs are covered in other areas.



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Study Session

Item No. 3.

Meeting Date: 09/06/2012
Contact Person: David Nicolella, Development Services
 Phone: 928-636-2646 x-1217
Item Type: N/A
Estimated length of Staff Presentation: 30 minutes
Physical location of item: N/A

Information

AGENDA ITEM TITLE:

Discussion regarding the proposed Old Home Manor Industrial Park which consists of five, forty-acre parcels, identified as Assessor's Parcel Numbers 306-02-001J, L, N, S and U, located on the west side of the Town's Old Home Manor Property. (David Nicolella, Associate Planner)

SITUATION & ANALYSIS:

The proposed Old Home Manor Industrial Park will require the following actions to accomplish the Industrial Park Designation and are numbered in order of priority:

1. Determining Fiscal Impact.
2. Exhaustive research on existing Ordinances and Resolutions relating to the Old Home Manor Property (OHM). The following are some examples of existing Ordinances and Resolutions relating to OHM:
 - a. In 1988, Ordinance No. 118 rezoned 90 acres from AR to C-1, 210 acres from AR to M-1, and 80 acres from AR to I-1.
 - b. In 1988, Resolution No. 216 was adopted the "Old Home Manor Land Use Plan" to reflect the zoning districts specified in Ordinance No. 118.
 - c. In 1989, Council authorized and received funding for a survey of the OHM property. At this time Town staff is not able to locate the survey.
 - d. In 1995, Resolution No. 443 designated 560 acres for recreational use.
 - e. In 1998, Resolution No. 576 designated OHM as a Community Facilities District.
3. Hiring a survey company to create a "Declaration of Survey " for the Old Home Manor Industrial Park including the following:
 - a. The five, forty-acre parcels which include Assessor's Parcel Numbers 306-02-001J, L,

- N, S, and U.
- b. One hundred foot ingress/egress easements along all parcel lines (50 feet on each side of the property line).
- c. Legal access.
- d. Identifying the existing sewer lines and the waste water treatment facility that runs through the area.
- e. Identify the closest water, sewer and gas lines.

The Town's Engineer gave a guestimate of \$7,000 to create a "Declaration of Survey " for the Old Home Manor Industrial Park and to perfect legal access. The last piece of missing right-of-way would be placed in the existing Peavine Trail area "See attached Map". Once this portion of the Peavine Trail, highlighted in green, becomes public right-of-way, the Town will have continuous public right-of-way from SR 89 to the southwest corner of Old Home Manor Industrial Park.

4. The 2003 General Plan Future Land Use Map observations:

- a. It appears that Old Home Manor does not have a Future Land Use Designation in the 2003 General Plan.
- b. According to the Future Land Use Map, OHM is not in the following Future Land Use Designation:
 - 1. Industrial Overlay
 - 2. Industrial Overlay – Amended Area
 - 3. Special Development Areas
- c. It appears that the Industrial Overlay Land Use would be the most appropriate Future Land Use Designation for the OHM Industrial Park.

5. The 2003 General Plan policy statements which support's the proposed Industrial Park:

- a. E-1.2 Identify targeted commercial and industrial districts.
- b. LU-5.3 Designate sites for commercial and industrial uses in appropriate locations to increase the Town's employment base and employment opportunities for residents.
- c. Industrial "I". This district is intended to provide for and encourage industrial development within the Town while ensuring that such activities will in no manner affect in a detrimental way any of the surrounding districts. Permitted uses include quarries, mines, feed lots and concrete plants.

6. Discussions on the appropriate zoning district's for the proposed Industrial Park:

- a. "I" Industrial zoning permits concrete plants and similar uses
- b. "CH" Commercial Heavy zoning permits manufacturing and all permitted and Conditional Uses in the "CL" Commercial Light Zoning
- c. "PL" will allow for government uses which are necessary to serve the public

7. Holding the following public hearing for the zone changes:

- a. Neighborhood Meeting (October 1, 2012)
 - b. Planning Commission Hearing (October 16, 2012)
 - c. Town Council Meeting (October 30, 2012)
-

Attachments

Discription of the Old Home Manor Industrial Park

Old Home Manor Aerial

Future Land Use Map

Zoning Map

Needed right-of-way

Impact on existing Master Plan

Old Home Manor Industrial Park – Concept

1. Establishment of an Industrial Park at Old Home Manor

- a. Acreage on the west side of old home manor could be designated an industrial park and state enterprise zone benefits could benefit the park.
 - i. The west side of the Old Home Manor acreage is closest to existing infrastructures that would serve the park, and is also adjacent to existing commercial zoned property and is closest to access to highway 89.
 - ii. Initial extension of water and sewer service to the park might be subsidized by the Town by rebating sales taxes back to initial businesses that pay to get water & sewer to the industrial park. Subsequent users would pay connection fees to offset Town costs for such extension.
 - iii. Regional participation in economic development would be sought to assist in natural gas extension to the park.
- b. A range of zoning could be used across the 200 acre Industrial Park to encourage not only primary industry, but also commercial activities which might support or leverage primary industry.
- c. Old Home Manor Lands could be leased, not sold, which may preclude the Active Water Management Area requirements for water rights assignments.
 - i. Leasing the land – incoming businesses could enjoy a long term (99 year) lease which would amortize rents such that the first five years rents were charged at \$1 per year – to help ease land costs for startups.
 - ii. Businesses that moved out, in order to expand or cease existence, would leave behind a building that the Town could use for future business development
- d. Regional economic development funding, for technical assistance as well as infrastructure extension and predevelopment costs might be accessible through NACOG, ASET and others.
- e. Assistive funding from APS may be available to create the extension of infrastructure which would serve the Industrial Park (along the western boundary of the property) as well as a power generating facility in the North-Western corner of OHM near the APS power distribution yard (see below).

2. Power Generation Created at the Industrial Park

- a. Creation of a power plant that is fueled by waste water treatment plant (wwtp) sludge, a by-product of the sewerage treatment process, as well as other biomass fuel sources as needed – Drake will have access to wood at \$30 a ton via rail spur (might be an alternate source of fuel). The landscaping crews and public wishing to dispose of yard cuttings also could be a source of alternate fuel for the plant.

- i. Other municipalities are paying landfill tipping fees of \$40+ per ton, to dispose of this waste product which can be a biofuel for power generation. The power plant could be paid to accept fuel for the plant. Sources of fuel would be the Town of Chino Valley, Prescott, Prescott Valley and Flagstaff
- ii. Flagstaff is mixing their sludge with composting materials to create planting medium/fertilizer – but this process is labor intensive and probably doesn't generate enough income to fully offset the cost of producing the medium/fertilizer...it might be expected that sludge from Flagstaff would be available if Chino's receiving fees were competitively low.
- iii. The power plant's steam turbines could be run off polished effluent from the wwtp. 2MW power system requires some 80 Acre Feet of water annually to operate – which is about 25% of the effluent volume currently discharged at our wwtp . Discharge from the power plant could either be polished and reclaimed to run the turbines again or could be polished and discharged into the wwtp recharge basins to recharge the aquifer in the active water management area. If insufficient in terms of volume, surface water runoff could be captured and collected for use to supplement wwtp flows, as well as industrial flows from nearby well water sources.
- iv. Waste heat from the power plant could be used to process (dry?) received primary sludge (if necessary) into a more efficient fuel source for the power plant. It could also be used to process other raw biomass sources into fuel for the power plant or it could be used by a third party to process raw biomass into a primary component of another biomass product process, or to process biomass into a basic product like pellets or chips.
- b. The steam source for the power plant could be overbuilt, to provide steam to other Industrial Park businesses that might need boiler/steam resources for their production processes. Provision of steam as a service to the businesses would be another source of revenue at the Industrial Park – or could be yet another inventive if offered at a discount to incoming businesses.
- c. Power from the plant could be used to offset municipal power demand (to save the Town Money), and surplus power from the plant could be marketed locally (at the Industrial Park) at a discount to provide incentives to future businesses.
- d. Planning, Technical Assistance and Development funds from APS and other sources (such as USDA) may be available to help fund the development of the plant so Town's investment is minimal.

OLD HOME MANOR INDUSTRIAL PARK

306-02-001J, L, N, S & U

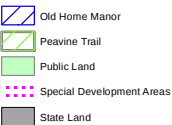
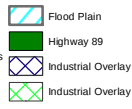
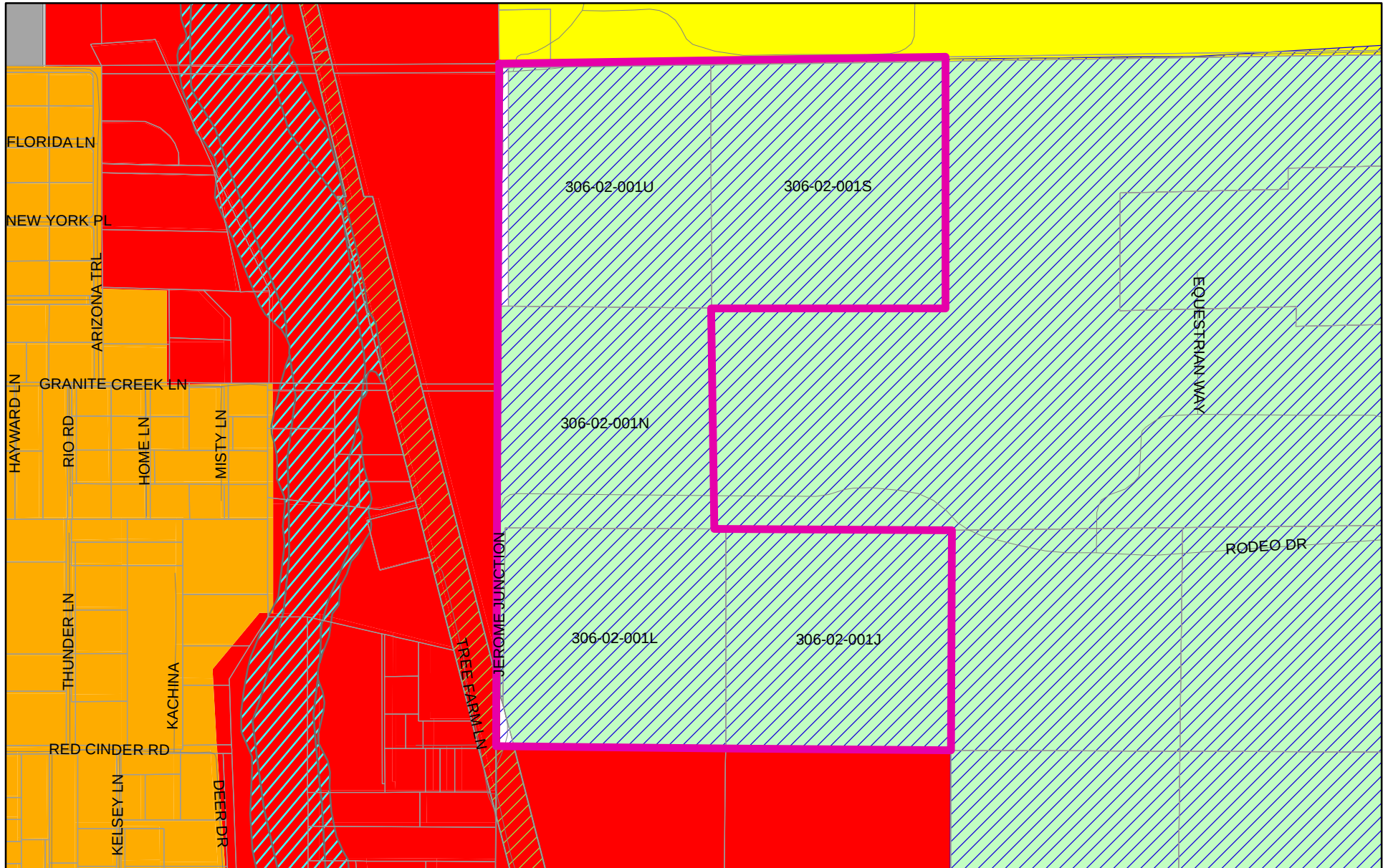
AERIAL MAP



OLD HOME MANOR INDUSTRIAL PARK

306-02-001J, L, N, S & U

GENERAL PLAN - AMENDED FUTURE LAND USE MAP



1 inch = 800 feet

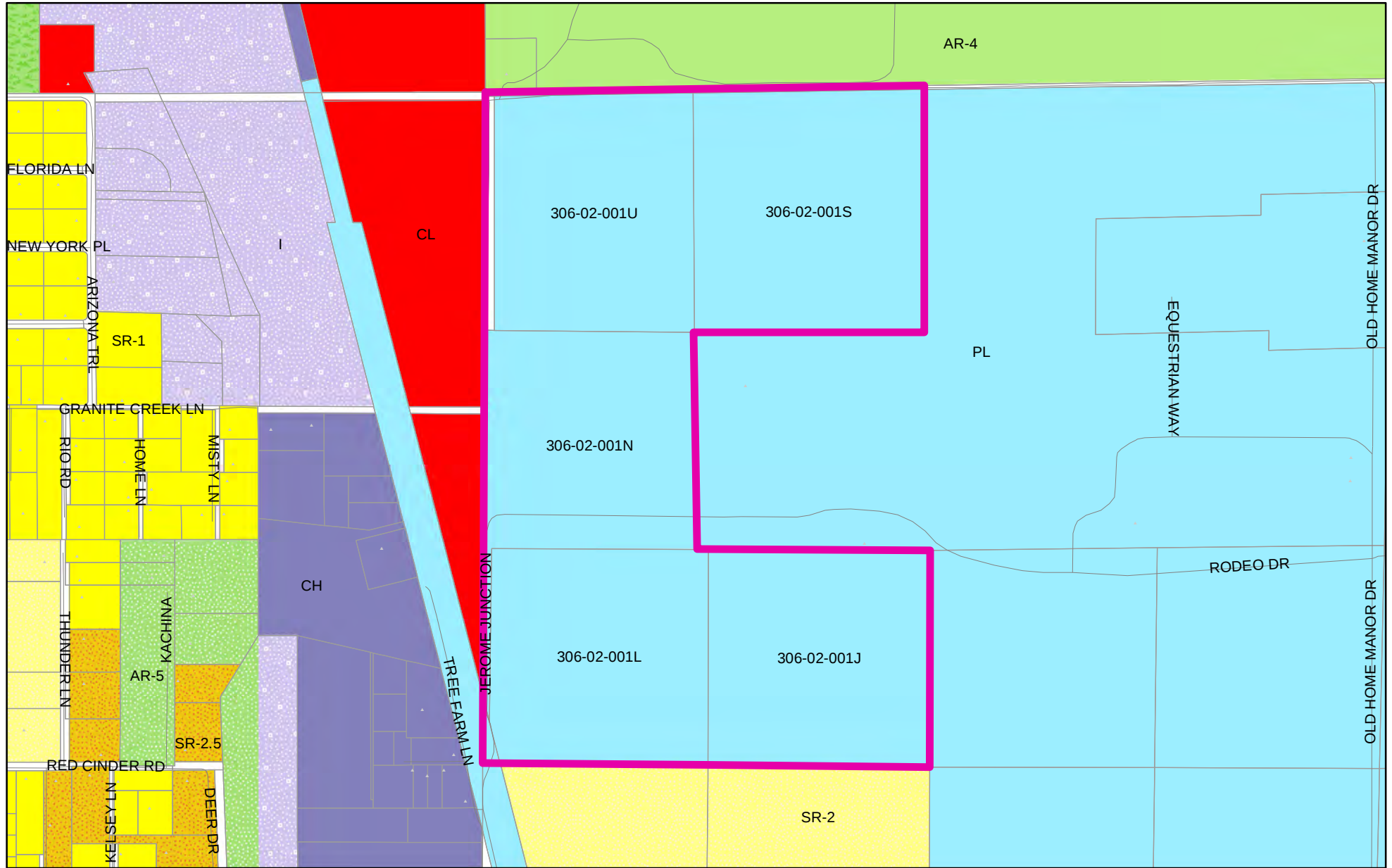


The Town of Chino Valley assumes no responsibility for errors, omissions, and/or inaccuracies in this mapping product.

OLD HOME MANOR INDUSTRIAL PARK

306-02-001J, L, N, S & U

ZONING MAP



Town of
Chino Valley

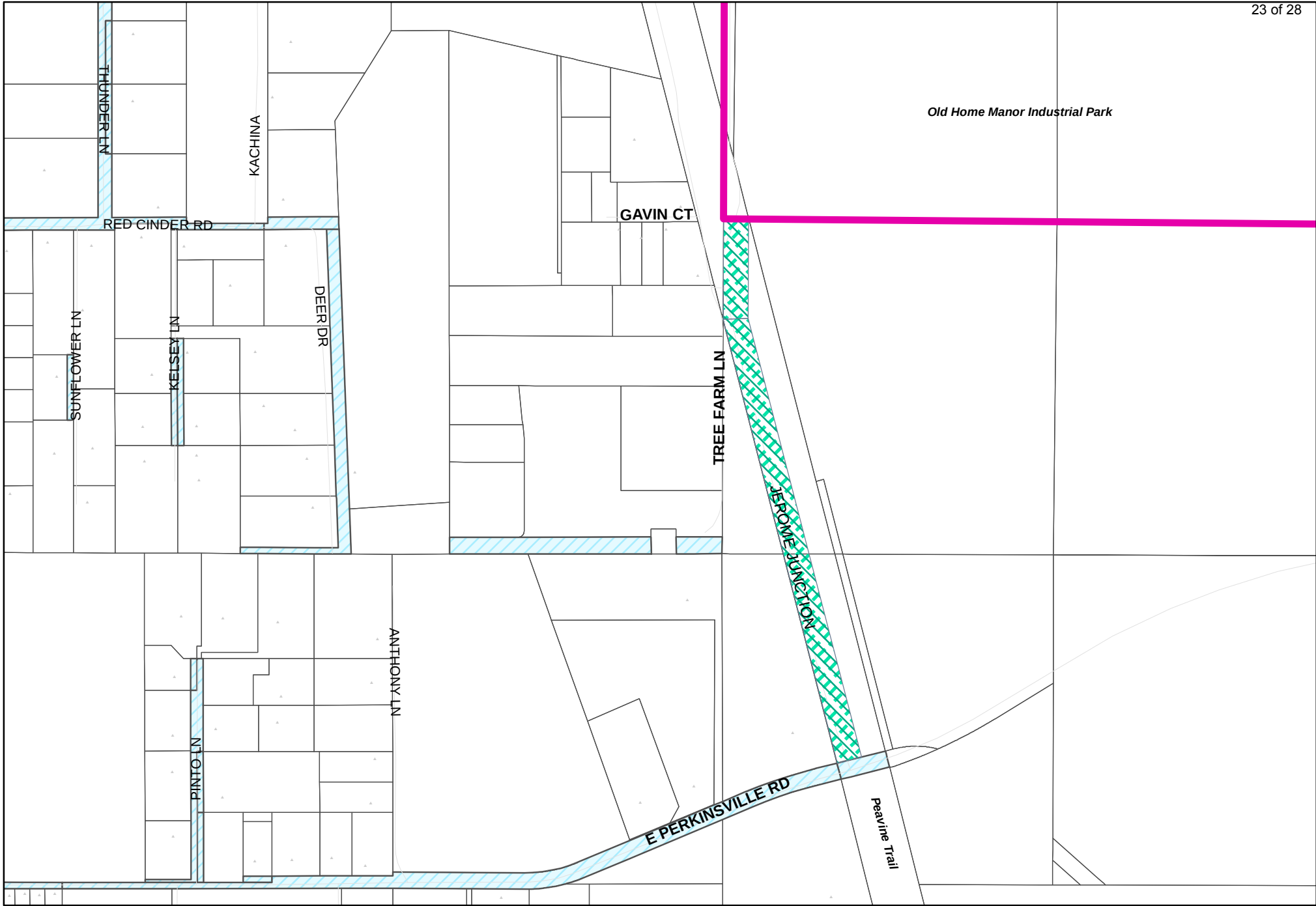
202 N State Route 88
Chino Valley, AZ 86323
(928) 636-2646 FAX (928) 636-2144

Town Boundary 082308	Zoning	CL/AR-5	PL	SR-0.16	AR-36	MR1
Chino_Parcels081312	AR-5	CH	SR-2.5	MR-1/MHP-4	SR-1.6	MHP-4
OHM_Industrial_Park	CL	CH/AR-5	SR-1	State	OS	I/CH
StreetNames2009	CL/AR-5	I	SR-2	AR-4	MR1/CL	

1 inch = 800 feet



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- Chino_Parcels081312
- StreetNames2009
- OHM_Industrial_Park
- Right of Way - Needed - Version 2
- Right of Way - Existing

Old Home Manor Industrial Park
Needed Right-of-Way - Version 2
100 ft on east side of property line

1 inch = 500 feet

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N



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Study Session

Item No. 4.

Meeting Date: 09/06/2012

Contact Person: Ron Gritman, Public Works
Phone: 928-636-2646 x-1223

Item Type: N/A

**Estimated length
of Staff Presentation:** 15 minutes

Physical location of item: Road 1 East between Road 4 South and the future alignment of Road 5 South

Information

AGENDA ITEM TITLE:

Discussion regarding the possible extension of Road 1 East between Road 4 South and the future alignment of Road 5 South. (Ron Gritman, Town Engineer)

SITUATION & ANALYSIS:

The Highway 89 widening project consists of the construction of a raised divided median with two lanes both northbound and southbound between Outer Loop Road and the future alignment of Road 5 South and a divided roadway between the future alignment of Road 5 South and Deep Well Ranch Road. Deep Well Ranch Road is a new east/west roadway that is approximately 1,000' north of the existing Ruger Road.

The Arizona Department of Transportation (ADOT) will be presenting the project to the Town Council at the September 11, 2012 meeting. The project is currently phased to have this portion of the project under construction the summer of 2013 with the southerly portion between Deep Well Ranch Road and Highway 89A in 2015/16.

Because the raised median between Outer Loop Road and the future alignment of Road 5 South will take away the left turn movement onto Highway 89, the Town of Chino Valley may be able to participate in improvements that will afford better traffic flow to the region.

On July 11, 2012, ADOT held a meeting with local business where extensive discussion took place regarding the project. On July 20, 2012, I received a letter from Mr. Dennis Colgan regarding other possible solutions. Over the last several weeks, staff has had discussions with ADOT regarding potential alternative.

Staff has prepared a conceptual map depicting the extension of Road 1 East from Road 4 South to approximately Road 4-1/2 South with two east/west connectors. One would align with the entrance to Windy Valley Plaza and the second would be along the property line of the parcel immediately south of the storage facility.

The second alternative, shown in dashed lines on the conceptual map. This alternative would extend Road 1 East south from approximately Road 4-1/2 South to the approximate location of the future Road 5 South alignment. ADOT has committed that if the Town will extend Road 1 East in accordance with this alternative, they will install a left turn movement from the Road 5 South alignment to southbound Highway 89 consistent with what was installed at Road 3 South and Highway 89. This intersection has a left side acceleration lane southbound that will allow a vehicle to accelerate and merge into traffic. Attached is an aerial photo of the Road 3 South intersection depicting this possibility.

All roadways will be constructed by Town of Chino Valley forces and must be public rights-of-way or public easements (ROW.) By these roadways being public ROW, ADOT will provide all the millings and asphalt cuttings from the Highway 89 project for the Town to use as construction materials. While a roadway made up of millings does not provide the most perfect of surfaces, the use of these materials will the Town to construct these roadways with little Town funds.

Attachments

Conceptual Road 1 East

Road 3 South Configuration



