



Town of Chino Valley

MEETING NOTICE TOWN COUNCIL

**REGULAR MEETING
TUESDAY, OCTOBER 8, 2019
6:00 P.M.**

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

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

AGENDA

1. **CALL TO ORDER, PLEDGE OF ALLEGIANCE; ROLL CALL**
2. **INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS**
3. **CALL TO THE PUBLIC**

Call to the Public is an opportunity for the public to address the Council on any issue within the jurisdiction of the Council that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 30 minutes per meeting. Council action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism.

4. **RESPONSE TO THE PUBLIC**

Response to the Public is an opportunity for the Mayor to inform the public about how Town officials addressed matters raised during Call to the Public at a previous meeting.

- a. Comments regarding a project to make improvements to the 9/11 monument at the entrance to the Town's shooting range.
- b. Comments regarding a proposed apartment complex project application that was to go before the Planning and Zoning Commission on October 1, 2019.

5. CURRENT EVENT SUMMARIES AND REPORTS

This item is for information only. The Mayor, any Councilmember, or Town Manager may present a brief summary or report of current events. If listed below, there may also be a presentation on information requested by the Mayor and Council and questions may be answered. No action will be taken.

- a. Status reports by Mayor and Council regarding current events.
- b. Status report by Town Manager Cecilia Grittmann regarding Town accomplishments, and current or upcoming projects.
- c. Presentation of Key to the Town to Chino Valley resident Jordan Ownby, 2019 Miss Rodeo AZ. (Mayor Croft)
- d. Report regarding water fill station upgrades. (Mike Bovée, Utilities Manager)
- e. Report regarding the 2020 General Election and candidate packets. (Jami Lewis, Town Clerk)

6. CONSENT AGENDA

All those items listed below are considered to be routine and may be enacted by one motion. Any Councilmember may request to remove an item from the Consent Agenda to be considered and discussed separately.

- a. Consideration and possible action to grant a utility easement to Arizona Public Service Company (APS) for the installation of underground electrical service to the cell tower site at Town Hall. (Frank Marbury, Public Works Director/Town Engineer)
- b. Consideration and possible action to approve the September 17, 2019, study session minutes. (Jami Lewis, Town Clerk)
- c. Consideration and possible action to approve the September 24, 2019, regular meeting minutes. (Jami Lewis, Town Clerk)

7. 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 provide direction to staff regarding proposed improvements at the Old Home Manor Business Park. (Frank Marbury, Public Works Director/Town Engineer)

Recommended Action: Direct staff regarding proposed improvements at the Old Home Manor Business Park.

8. EXECUTIVE SESSION

Council may vote to recess the Regular Meeting and hold an executive session, which will not be open to the public, for the following purposes.

- a. An executive session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with attorneys for the Town regarding a potential intergovernmental agreement with the City of Prescott relating to water service. (Cecilia Grittmann, Town Manager)

9. ACTION ITEMS RESUMED

After the Executive Session, Council will reconvene the Regular Meeting.

10. ADJOURNMENT

Dated this 3rd day of October, 2019.

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 711 (Telecommunications Arizona Relay Service) 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/agendacenter> 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 South Campus, Chino Valley Post Office, and Chino Valley North Campus in accordance with the statement filed by the Town Council with the Town Clerk.

Date: _____ Time: _____ By: _____
Jami C. Lewis, Town Clerk

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6. a.

Meeting Date: 10/08/2019
Contact Person: Frank Marbury, Public Works Director/Town Engineer
 Phone: 928-636-7140 x-1226
Department: Public Works
Item Type: Consent
Estimated length of staff presentation: None
Physical location of item: 202 N State Route 89

AGENDA ITEM TITLE:

Consideration and possible action to grant a utility easement to Arizona Public Service Company (APS) for the installation of underground electrical service to the cell tower site at Town Hall.

RECOMMENDED ACTION:

Approve and execute a utility easement to Arizona Public Service Company (APS) for the installation of underground electrical service to the cell tower site at Town Hall.

SITUATION AND ANALYSIS:

On December 11, 2018, Town Council approved the Fourth Amendment to the Lease Agreement and the Memorandum of Fourth Amendment to Lease Agreement with Sun State Towers III, LLC. Within this amendment, a 5' utility easement was granted to Sun State Towers III, LLC which runs just north of the block wall on the south side of the Town Hall property and then north-easterly behind the parking lot curb. The easement is for electrical service to the cell tower.

On August 7, 2019, APS indicated that they will require an 8' utility easement that overlays the existing 5' utility easement in order to provide power to the cell tower.

Fiscal Impact

Fiscal Impact?: 0

If Yes, Budget Code:

Available:

Funding Source:

Attachments

Easement

SE - 22 - 16N - 2W
34.748480, -112.455587
APN: 306-23-047F
NWP-19-141
WA401156
PJF – DAM

TOWN OF CHINO VALLEY-APS UTILITY EASEMENT

TOWN OF CHINO VALLEY, a municipal subdivision of the State of Arizona, (hereinafter called “Grantor”), is the owner of the following described real property located in Yavapai County, Arizona (hereinafter called “Grantor’s Property”):

SEE EXHIBIT “A” ATTACHED HERETO AND MADE A PART HEREOF

Grantor, for and in consideration of One Dollar (\$1.00) and other valuable consideration, receipt of which is hereby acknowledged, does hereby grant and convey to **ARIZONA PUBLIC SERVICE COMPANY**, an Arizona corporation, (hereinafter called “Grantee”), and to its successors and assigns, a non-exclusive right, privilege, and easement, 8 feet in width or as further described in attached exhibits at locations and elevations, in, upon, over, under, through and across, a portion of Grantor’s Property described as follows (herein called the “Easement Premises”):

SEE EXHIBIT “B” ATTACHED HERETO AND MADE A PART HEREOF

Grantee is hereby granted the right to: construct, reconstruct, replace, repair, operate and maintain electrical lines, together with appurtenant facilities and fixtures for use in connection therewith, for the transmission and distribution of electricity to, through, across, and beyond Grantor’s Property; and install, operate and maintain telecommunication wires, cables, conduits, fixtures and facilities solely for Grantee’s own use incidental to supplying electricity (said electrical and telecommunication lines, facilities and fixtures collectively herein called “Grantee Facilities”). Grantee shall at all times have the right of full and free ingress and egress to and along the Easement Premises for the purposes herein specified.

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Grantor shall not locate, erect or construct, or permit to be located, erected or constructed, any building or other structure or drill any well within the limits of the Easement Premises. However, Grantor reserves all other rights, interests and uses of the Easement Premises that are not inconsistent with Grantee's easement rights herein conveyed and which do not interfere with or endanger any of the Grantee Facilities, including, without limitation, granting others the right to use all or portions of the Easement Premises for utility or roadway purposes and constructing improvements within the Easement Premises such as paving, sidewalks, landscaping, driveways, and curbing. Notwithstanding the foregoing, Grantor shall not have the right to lower by more than one foot or raise by more than two feet the surface grade of the Easement Premises without the prior written consent of Grantee, and in no event shall a change in the grade compromise Grantee's minimum cover requirements or interfere with Grantee's operation, maintenance or repair.

Grantee shall not have the right to use the Easement Premises to store gasoline or petroleum products, hazardous or toxic substances, or flammable materials; provided however, that this prohibition shall not apply to any material, equipment or substance contained in, or a part of, the Grantee Facilities, provided that Grantee must comply with all applicable federal, state and local laws and regulations in connection therewith. Additionally, the Easement Premises may not be used for the storage of construction-related materials or to park or store construction-related vehicles or equipment except on a temporary basis to construct, reconstruct, replace, repair, operate, or maintain the Grantee Facilities.

Grantor shall maintain clear areas that extend: 1) 3 feet from and around all edges of all switching cabinet pads and 2 feet from and around all edges of all transformer pads and other equipment pads, and 2) a clear operational area that extends 10 feet immediately in front of all transformer, switching cabinet and other equipment openings, and 3) a 6 feet by 6 feet hot-stick operating area off the front left corner of all transformers. No obstructions, trees, shrubs, large landscape rocks, fences, fixtures, or permanent structures shall be placed by Grantor within said clear areas; nor shall Grantor install landscape irrigation or sprinkler systems within said clear areas. Landscape irrigation or sprinkler systems installed adjacent to the clear areas shall be installed and maintained so that the transformers, switching cabinets or any other equipment do not get wet by spray or irrigation.

Grantee shall exercise reasonable care to avoid damage to the Easement Premises and all improvements thereon and agrees that following any installation, excavation, maintenance, repair, or other work by Grantee within the Easement Premises, the affected area, including without limitation, all pavement, landscaping, cement, and other improvements permitted within the Easement Premises pursuant to this easement will be restored by Grantee to as close to original condition as is reasonably possible, at the expense of Grantee.

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Grantor reserves the right to require the relocation of Grantee Facilities to a new location within Grantor's Property; provided however, that: (1) Grantor pays the entire cost of redesigning and relocating Grantee Facilities; and (2) Grantor provides Grantee with a new easement in a form and location acceptable to Grantee and at no cost to Grantee. Upon the acceptance by Grantee of a new easement and after the relocation of Grantee Facilities to the new easement area, Grantee shall abandon its rights to use the Easement Premises granted in this easement. The easement granted herein shall not be deemed abandoned except upon Grantee's execution and recording of a formal instrument abandoning the easement.

If any of Grantee's electric facilities in this easement are not being used or are determined not to be useful, Grantor may request that the facilities that are no longer needed be removed and that portion of the easement be abandoned. Grantee will execute and record a formal instrument abandoning the easement, or a portion thereof. Any facilities that are determined to still be needed for Grantee's electrical system can be relocated pursuant to the above relocation requirements.

Grantee shall not have the right to transfer, convey or assign its interests in this easement to any individual, corporation, or other entity (other than to an affiliated entity of Grantee or an entity that acquires from Grantee substantially all of Grantee's electric distribution facilities within the area of Grantor's Property) without the prior written consent of Grantor, which consent shall not be unreasonably withheld. Grantee shall notify Grantor of the transfer, conveyance or assignment of any rights granted herein.

The covenants and provisions herein set forth shall extend and inure in favor and to the benefit of, and shall be binding on the heirs, administrators, executors, successors in ownership and estate, assigns and lessees of Grantor and Grantee.

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IN WITNESS WHEREOF, **TOWN OF CHINO VALLEY**, a municipal subdivision of the State of Arizona, has caused this Utility Easement to be executed by its duly authorized representative, this ____ day of _____, 20__.

APPROVED AS TO FORM:

TOWN OF CHINO VALLEY
Darryl L. Croft – Mayor

City Attorney

By: _____
Darryl L. Croft – Mayor

ATTEST:

City Clerk

STATE OF _____ }
 } ss.
County of _____ }

This instrument was acknowledged before me this ____ day of _____, 20__ by
Darryl L. Croft, Mayor of the Town of Chino Valley.

IN WITNESS WHEREOF I hereunto set my hand and official seal.

Notary Seal

Notary Public

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EXHIBIT “A”

(LEGAL DESCRIPTION OF GRANTOR’S PROPERTY)

Grantor’s property as recorded in Book 4671 of Official Records, page 122, on file in the Yavapai County Recorder’s Office, Yavapai County, Arizona, more particularly described as follows:

That portion of the Southeast Quarter of Section 22, Township 16 North, Range 2 West, of the Gila and Salt River Base and Meridian, in the Town of Chino Valley, County of Yavapai, State of Arizona, described more particularly as follows:

Commencing at the south quarter corner of said Section 22, being marked by a 3 inch diameter brass cap monument;

Thence N02°17’59”E (Basis of Bearings for this description), (N01°50’50”E Record) along the north-south mid section line of said Section 22, a distance of 938.43 feet (938.44 feet Record) to the northwest corner of the land described as Exception Tract B in deed to the Yavapai County Community College District recorded in Book 4275, Page 94 of Official Records, in the office of the Recorder of said County, said point being marked with a ½ inch diameter rebar capped LS 12005, and being the TRUE POINT OF BEGINNING;

Thence continuing N02°17’59”E (N01°50’50”E Record) along said north-south mid section line, a distance of 384.44 feet (384.42 feet Record) to the northwest corner of the land described in said deed recorded in Book 4275, Page 94 of Official Records;

Thence S89°58’45”E (N89°33’09”E Record) along the north line of said land, a distance of 342.52 feet (342.51 feet Record) to the northwest corner of the land described as Exception Tract C in said deed, said point being marked by a ½” diameter rebar capped LS 12005;

Thence S02°59’47”W (S02°33’30”W Record) along the west line of said Tract C, a distance of 75.00 feet to the southwest corner of said Tract C;

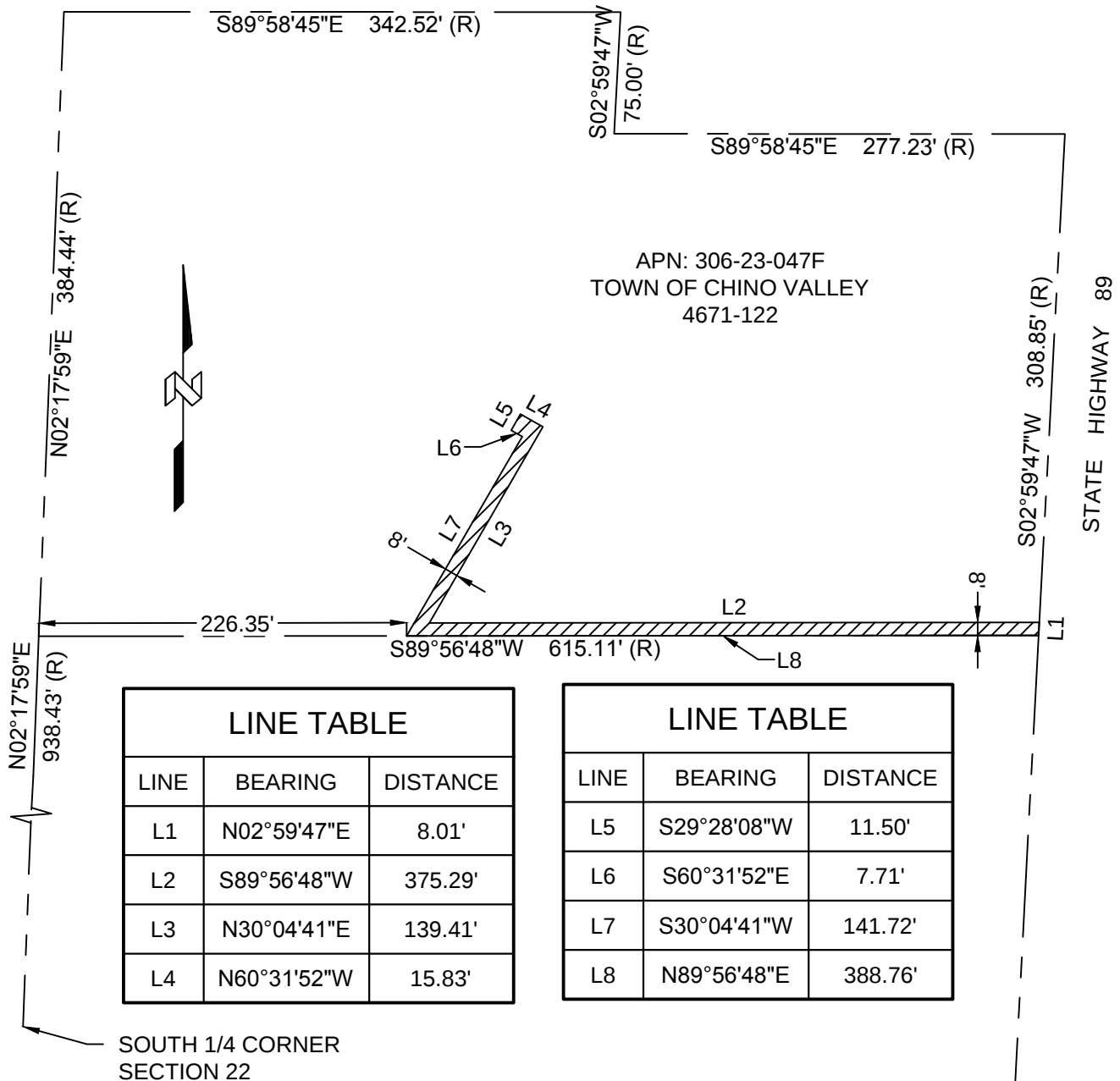
Thence S89°58’45”E (N89°33’09”E Record) along the south line of said Tract C, a distance of 277.23 feet to the westerly right-of-way of State Highway 89 as described in Book 340, Page 46 of Official Records of said County;

Thence S02°59’47”W (S02°33’30”W Record) along said right-of-way, a distance of 308.85 feet (309.06 feet Record) to the southeast corner of said land described in deed to Yavapai County Community College District;

Thence S89°56’ 48”W (S89°29’ 55”W Record) along the south line of said land, a distance of 615.11 feet (615.16 feet Record) to the TRUE POINT OF BEGINNING.

EXHIBIT "B"

SKETCH SHOWING LOCATION AND LIMITS OF
UTILITY EASEMENT



LINE TABLE		
LINE	BEARING	DISTANCE
L1	N02°59'47"E	8.01'
L2	S89°56'48"W	375.29'
L3	N30°04'41"E	139.41'
L4	N60°31'52"W	15.83'

LINE TABLE		
LINE	BEARING	DISTANCE
L5	S29°28'08"W	11.50'
L6	S60°31'52"E	7.71'
L7	S30°04'41"W	141.72'
L8	N89°56'48"E	388.76'

LEGEND

EASEMENT AREA

PROPERTY LINE

W#: WA401156

DATE: 07-25-2019

SE 1/4 SEC 22 T 16N R 2W

SCALE: 1"=100'

R/W: PJF

SURVEY: JC

DRAWN BY: JC

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6. b.

Meeting Date: 10/08/2019

Contact Person: Jami Lewis, Town Clerk
Phone: 928-636-2646 x-1208

Department: Town Clerk

Item Type: Consent

AGENDA ITEM TITLE:

Consideration and possible action to approve the September 17, 2019, study session minutes. (Jami Lewis, Town Clerk)

RECOMMENDED ACTION:

Approve the September 17, 2019, study session minutes.

Attachments

September 17, 2019 Minutes

DRAFT

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

**TUESDAY SEPTEMBER 17, 2019
6:00 P.M.**

The Town Council of the Town of Chino Valley met for a Study Session in the Chino Valley Council Chambers, located at 202 N. State Route 89, Chino Valley, Arizona, on Tuesday, September 17, 2019.

Present: Mayor Darryl Croft; Vice-Mayor Jack Miller; Councilmember Mike Best; Councilmember Cloyce Kelly; Councilmember Corey Mendoza; Councilmember Annie Perkins; Councilmember Lon Turner

Staff Present: Town Manager Cecilia Grittmann; Finance Director Joe Duffy; Human Resources Director Laura Kyriakakis; Police Chief Chuck Wynn; Public Works Director/Town Engineer Frank Marbury; Development Services Director Joshua Cook; Community Services Director Scott Bruner; Administrative Technician Kathy Frohock (videographer); Deputy Town Clerk Vickie Nipper (recorder)

1) CALL TO ORDER; ROLL CALL

Mayor Croft called the meeting to order at 6:00 p.m.

2) Consideration and discussion regarding capital projects for Fiscal Year 2019/2020. (Joe Duffy, Finance Director)

Director Duffy presented town facilities needs:

- *Facilities study:* A Facilities Committee had been meeting over the last year and a half to review future facility needs for the Town. Most facilities were currently cramped with equipment and staff. Issues included different departments sharing buildings, administrative staff split between two locations, small working spaces, non-compliance with ADA regulations and safety matters.
- *Proposed changes:* The first facility that should be addressed was the Police Department, which was undersized and ADA non-compliant. Staff's recommendation was that of a new police facility on the South Campus and Town Hall would move into the remodeled Police facility. Human Resources would move into the remodeled Police evidence building. Several years out, the Public Works building would be remodeled and two to three employees would move to the Town Hall building. The Court would relocate to the current Town Hall facility.
- *Funding:* There would need to be enough funding to cover both the new Police facility and the remodeled old police facility/Town Hall. He recommended putting money aside for the remodel to cover the cost directly with cash and borrow the money for the construction of the Police facility, but pay cash for the design phase. The Human Resources relocation would be a small project that could be paid for out of pocket.

Chief Wynn presented more details on problems with the Police Department facility:

- *Space and split resources:* The Police outgrew their 4,000 square foot facilities approximately 15-years ago. Evidence storage took up 2/3 of the space as well as additional storage sheds and Conex boxes. Police staff was split between two buildings.
- *Serious privacy issues:* There was nowhere to have a private conversation. Meetings, debriefings and interviews often had to happen offsite or in the Police parking lot. The lobby was very small and they could serve no more than one citizen at a time. There were no public restrooms and people had to be escorted into the secured door. Victims had no privacy when being interviewed and people in the lobby could overhear the conversations. The holding cell did not allow the separation of men and women. People often had to be held in interview rooms or patrol cars to provide the required separation.
- *Location:* The facility was located in a residential area away from the center of Town. The highway location would provide much better response times. Accreditation was not obtainable in the current facility. Accreditation was a set of national standards based on the size of the department.
- *Health and safety:* The same tables were used for processing unsanitary evidence and eating. There was also no separation of rooms for people working and those on break, causing constant distractions. There was not a properly secured sally port.
- *Current needs:* What they needed included appropriate restrooms with showers and changing areas, larger lobby to serve at least two citizens at the same time, industry-standard holding cells, proper break room, community meeting and staff training room, all staff under one roof, and a secure sally port area.

Mr. Duffy continued to present information on a new police facility:

- *Procurement:* The Public Safety Committee and town attorney recommended using Construction Management at Risk (CMAR) for the procurement process. This would take about two years to design, bid, and build the facility, and an additional year to remodel the old police facility.
- *Costs:* Staff did not know the cost of building a new facility, so the idea was to put out a Request for Proposals for CMAR to hire a designer and ask for previous experience and costs of the construction to get some ballpark figures. It would cost \$3.5 to \$5 million or more and staff expected there would be several local and out of town firms responding to the RFP.
- *Funding:* Pay for design with Capital Improvement money. With low interest rates of 4%, the payments would be approximately between \$224,000 and \$320,000. There were currently interest rates as low as 2%, which was a good time to borrow money. The Town could afford the payment for a 25-year loan.

Council and Staff discussed the following:

- *Need:* Council generally agreed that the Police Department had legitimate needs.
- *Lack of funds for roads:* Council expressed concerns about the lack of funds to properly care for the roads and the fact that any borrowed money needed to be paid back. One suggestion was to borrow funds and split them equally for roads and buildings, or put the same amount from other funding sources into roads. Mr. Duffy explained that loans for roads were typically for major rebuilds, such as Road 2 North, that would last 20 years. It was not advisable for chip sealing or overlays, since payments would be made for 20 years on projects that would only last seven.
- *Construction costs:* Council noted that construction costs were high and the Town's ability

to make the payment assumed the economy would not change. It would be nice if the Town could take advantage of the low interest rate. The Public Safety Subcommittee and other councilmembers wanted a tighter cost estimate for new facility construction. The Town could pursue the design RFP to determine that.

- *Funding:* Mr. Duffy stated that municipalities often borrowed money to pay for large-scale, long-term construction projects. He believed that even with an economic downturn, the Town could make the payment. Based on the current fiscal condition, the projected payments for a facility would be about half of each year's rollover amount. The other half could go toward roads. Mr. Duffy related that USDA had a grant program. Staff would look into that. Council asked about other procurement methods. Mr. Duffy stated that the federal government does a leaseback program in which a private developer builds a facility and leases it to the government. At the end of the term, the building reverted to the government. The net cost to the Town would be more but the annual cost may be less.
- *Facility:* The Police Department had never had appropriate space. The size range could be from approximately 12,000 square feet to 25,000 square feet. A two-story building could provide the necessary privacy, public space, and training space for many years.
- *Transferring Police Department to County:* This idea had been discussed several years ago and the public did not support it. Chief Wynn stated that the Town already partnered with the County on dispatch, records management, and computers. While county response time to the Town was 20-30-minutes, the local Police response time was three minutes.
- *Construction Management RFP:* Mr. Duffy recommended that Staff put together the construction management RFP for the Council agenda, which would help determine the construction cost of the facility. Public Works Director Marbury stated that he will check on process for a CMAR RFP.

Council recommended that staff bring the RFP to the next Council meeting for consideration.

Mr. Duffy spoke about the next Capital Improvement Projects on the list:

- *Old Home Manor:* Several development ideas had been discussed, with funding coming from Capital Improvement funds:
 - Spec building - \$600,000 minimum
 - Lot development - \$700,000 minimum
 - Gas line - \$700,000 minimum
 - Fiber Optics - \$100,000
- *Pay down debt:* Paying down the Town's last line of credit in the amount of \$500,000, related to police vehicles and equipment would save the Town approximately \$17,000 in interest and free up \$173,000 in cash each year that could be used to pay cash for items like new police cars and general government equipment.
- *Infrastructure:* Public Works had several road projects and water and sewer extension projects.

Council and Staff discussed Old Home Manor (OHM) in greater detail:

- *Previous discussions:* Council had discussed different development ideas for the OHM area including a large spec building, smaller buildings, and recruiting a large manufacturing company, but a general consensus would be required prior to moving forward.
- *Utility Subcommittee recommendation:* Utility Subcommittee members stated that they had discussed moving forward with the sewer and water extension, but their recommendation never came to Council. The Subcommittee thought it was feasible to put in the infrastructure for four to six lots that could then be developed by interested parties.

- *Current plans:* Mr. Duffy stated that the Town had the money budgeted to start infrastructure development. Monument signs were in the budget, as was asphalt. Staff needed to provide a step-by-step plan along with the cost for development, but they needed to know about the next step. Staff provided an overview of where gas lines, fiber optics, water, and sewer lines were currently installed near OHM.
- *Councilmember visions:* Council members each expressed their future vision for OHM. Ideas given were: attracting core employers like a large manufacturer to bring jobs and money; focus on economic development since the property tax failed; budget \$1 million dollars to develop road, curb, and utilities at six different buildable lots; need to research land disposition options with regard to leasing or selling, and returns on investment; having something for developers to see and attracting a subcontractor for a major manufacturer; putting in core utilities, but not subdivide lots prior to development; needing more than dirt; and putting in RV park.

Council preferred to focus on sewer and water, gas, fiber optic, signs, roads, and identify plots for development. They requested that staff:

- Provide infrastructure numbers to present to Council for approval.
- Research return on investment before putting too much money into OHM.

Frank Marbury presented on East and West Road 2 North:

- *East Road 2 North:* The Roads and Streets Committee recommended concentrating roadwork based on traffic and perceived needs. The road best meeting that criteria was Road 2 North, from State Route 89 to Road 1 East, the busiest road in Town with 7,000 trips per day.
- *Studies:* A recent traffic study recommended two travel lanes and a turn lane. The 2007 transportation study recommended a multi-use path on one side to connect the Peavine Trail to Del Rio School and would loop in the Community Center and Territorial School.
- *Design:* Design would take one year to 18 months and could include some right-of-way and utility design. Code required a 100-foot right-of-way, but he recommended the three-lane section be done with 80 feet.
- *Costs:* Underground utilities would be possible at an estimated cost of at least \$750,000. The cost of moving the current poles was unknown and would need to be researched. Staff estimated drainage costs at \$600,000. Construction was estimated at \$2 million. The pavement needed to be replaced even if the road was not widened. The total staff estimated cost was \$3.2 million. If money was to be borrowed for a project, this one would be a good rate of return.
- *West Road 2 North:* This project would mainly extend utilities from Walgreens to Del Rio School. Estimated total cost was \$4.6 million. The cost included utilities and three lane streets. If some of the planned apartments were built and the zoned 180 acres were split and developed in the future, the prospective connection fees could bring in approximately \$11 million.

Council and Staff discussed the Road 2 North project in more detail:

- *Development:* Currently, traffic on West Road 2 North was about 4,000, but there was a potential for three large developments.
- *Concern:* Council commented that the post office area was dangerous. Mr. Marbury stated that unfortunately, the traffic study had no remedy for problems with the Safeway/Post

Office driveways.

- *First Steps:* Mr. Marbury related that he would prefer to develop the scope of work for the project with a 15% design concept. A design consultant would be needed to determine the estimated cost of construction.
- *Impact fees:* Staff stated that this was an option to help pay for road improvements and the entire Town could be considered an impact zone for Road 2 North, but there were a lot more rules now than there were several years ago. It is a long process to adopt new fees.

Mr. Duffy reported on the debt paydown option. If all the Town did was Old Home Manor, they would not spend it all in same budget year. Paying off the debt would save only \$17,000 total in interest, but would free up approximately \$150,000-\$175,000 to purchase two police vehicles and one or two other vehicles as needed with cash from this point forward.

Council members believed this was a good idea.

Council and Staff discussed the project options and costs:

- Council preferred to get some cost estimates done for the Police Department, East and West Road 2 North, and OHM.
- Council wanted the OHM numbers soon. Mr. Marbury stated he could possibly provide a proposal in October of what it would take to get a 15% design number for OHM and Road 2 North.
- Council wanted more information on impact fees at a future study session.

3) Consideration and discussion regarding a proposal for possible utility extensions in various sections of town. (Frank Marbury, Public Works Director/Town Engineer)

Director Marbury presented on potential project areas near current utility lines between Road 2 North and Perkinsville that were seeing development now:

- These projects would be paid from enterprise funds.
- East Perkinsville came before the Council during a recent call to the public. Staff had received an estimate from a Contractor that was high and was double the staff's estimate. Staff would have to break negotiations with the current contractor before pursuing other estimates or bids. The public procurement process would take up to three months.
- Homeowners needed an answer to move forward with their home building. Four homes were under construction on Smith Court, but the contractor's estimates were triple Staff's estimate. If staff started over, it would be six months.

Council and Staff discussed this matter in more detail:

- The Town's goal had been to get more homes on Town utilities and the recharge system, but most felt that if the Town was not ready, it was not fair to hold people up.
- Council discussed the problem with lot splits and connecting to utilities that were not located there already. They need to develop guidelines for the future.
- Staff explained that through Town Code, the Town had the authority to require connecting to Town utilities on anything similar to a subdivision.
- Council questioned enacting a moratorium on lot splits until the Town was prepared for the development. Development Services Director Cook explained that a lot of these issues were arising because of the Unified Development Ordinance's definition of public way. The Code would need to be changed to deal with that issue. The UDO Subcommittee could get a

code change within three months. This would still allow lot splits, but would require 100 feet of frontage for each lot and as well as a road.

Council preferred that Smith Court and Perkinsville be able to move forward with private wells and sceptics, and Mr. Cook and Mr. Marbury will work on new language for public way and bring it back as soon as possible.

4) ADJOURNMENT

MOVED by Vice-Mayor Jack Miller, seconded by Mayor Darryl Croft to adjourn the meeting at 7:35 p.m.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

Darryl L. Croft, Mayor

ATTEST:

Jami C. Lewis, Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Study Session of the Town Council of the Town of Chino Valley, Arizona held on the 17th day of September, 2019. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 8th day of October, 2019.

Jami C. Lewis, Town Clerk

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6. c.

Meeting Date: 10/08/2019

Contact Person: Jami Lewis, Town Clerk
Phone: 928-636-2646 x-1208

Department: Town Clerk

Item Type: Consent

AGENDA ITEM TITLE:

Consideration and possible action to approve the September 24, 2019, regular meeting minutes. (Jami Lewis, Town Clerk)

RECOMMENDED ACTION:

Approve the September 24, 2019, regular meeting minutes.

Attachments

September 24, 2019 Minutes

DRAFT

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

**TUESDAY SEPTEMBER 24, 2019
6:00 P.M.**

The Town Council of the Town of Chino Valley met for a Regular Meeting in the Chino Valley Council Chambers, located at 202 N. State Route 89, Chino Valley, Arizona, on Tuesday, September 24, 2019.

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

Present: Mayor Darryl Croft; Vice-Mayor Jack Miller; Councilmember Mike Best; Councilmember Cloyce Kelly; Councilmember Corey Mendoza; Councilmember Annie Perkins; Councilmember Lon Turner

Staff Present: Town Manager Cecilia Grittmann; Town Attorney Andrew McGuire (electronically); Human Resources Director Laura Kyriakakis; Public Works Director/Town Engineer Frank Marbury; Development Services Director Joshua Cook; Planner Alex Lerma; Police Lieutenant Randy Chapman; IT Manager Spencer Guest (videographer); Town Clerk Jami Lewis (recorder)

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

2) INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

3) CALL TO THE PUBLIC

Call to the Public is an opportunity for the public to address the Council on any issue within the jurisdiction of the Council that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 30 minutes per meeting. Council action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism.

Cindy Daniels, Assistant Superintendent, Chino Valley Unified School District, spoke about the Chino Valley Education Foundation, which was founded one year ago to support the students, staff and families of Chino Valley Unified School District. Support included weekend meal bags for the Hungry Kids Project, extracurricular activities for students unable to pay for Pay to Play, field trips, college application fees, college sports recruiting fees, sports trip equipment, etc.. Public donations to the foundation were tax-credit eligible.

Larry Holt, Homestead Mesa resident, spoke about a zoning application for the Grove Apartments and expressed concern about its size, additional population, incompatibility with surrounding zoning, increased traffic, increased crime, and high cost of the units.

Beth Vicory, Eagle Level Frontier Girl, spoke about her commitment to raised funds to provide a bronze plaque for the Town's 911 Memorial.

4) **RESPONSE TO THE PUBLIC**

Response to the Public is an opportunity for the Mayor to inform the public about how Town officials addressed matters raised during Call to the Public at a previous meeting.

5) **CURRENT EVENT SUMMARIES AND REPORTS**

This item is for information only. The Mayor, any Councilmember, or Town Manager may present a brief summary or report of current events. If listed below, there may also be a presentation on information requested by the Mayor and Council and questions may be answered. No action will be taken.

- a) Status reports by Mayor and Council regarding current events.
- b) Status report by Town Manager Cecilia Gritman regarding Town accomplishments, and current or upcoming projects.

Town Manager Gritman reported that as the Mayor had asked that the temporary sign language discussion be expedited, it would be discussed during Council's study session on October 15.

6) **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.

Council set down item 6b for discussion.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Mike Best to approve the Consent agenda Items as written, 6(a), (c), (d) and (e).

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

- a) Consideration and possible action to authorize staff to pay off the remaining balance of the lease purchase agreement with Zions Bank related to the purchase of various pieces of equipment in 2017, in the amount of \$503,820.18. (Joe Duffy, Finance Director)
- b) Consideration and possible action to approve expenditure of GOHS Grant Funds in the amount of ~~\$24,300~~ \$15,900 for STEP enforcement overtime, related materials, and supplies. (Chuck Wynn, Police Chief)
- c) Consideration and possible action to approve Letter of Engagement for Legal Services from Brandon J. Kavanagh with Mangum Wall Stoops & Warden (MWSW) to represent the Town of Chino Valley Board of Adjustment with general matters. (Jami Lewis, Town Clerk)

- d) Consideration and possible action to appoint Michael Pereda to fill the vacancy on the Public Safety Retirement Board (PSRB) created by the resignation of Vince Schaan, with term ending June 30, 2022. (Laura Kyriakakis, Human Resources Director)
- e) Consideration and possible action to approve the September 10, 2019, regular meeting minutes. (Jami Lewis, Town Clerk)

7) ACTION ITEMS

The Council may vote to recess the public meeting and hold an Executive Session on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of discussion or consultation for legal advice with the Town Attorney. Executive sessions are not open to the public and no action may be taken in executive session.

- a) Consideration and possible action to adopt Ordinance 2019-872, rezoning approximately 2.05 acres of real property from the AR-5 (Agricultural Residential 5-Acre Minimum) zoning district to the SR-1 (Single Family Residential 1-Acre Minimum) zoning district. The property is located 460 feet east of the northeast corner of West Center Street and Sycamore Vista Drive at 1370 West Center Street, Assessor's Parcel Number 306-21-010T. (Alex Lerma, Planner)

Recommended Action: Adopt Ordinance 2019-872 to rezone approximately 2.05 acres of real property from AR-5 zoning district to SR-1 zoning district with the conditions recommended by staff.

Town Planner Lerma presented the following:

- The applicants were requesting a rezone to the closest zoning classification to fit their property conditions, which was SR-1. The property was considered legal non-conforming based on the zoning classification. It was currently zoned Agriculture Residential 5 acre minimum, but the lot size of the property was only 2.05 acres.
- The property was surrounded by medium and low-density residential properties and subdivisions.
- There was a 12-inch sewer line abutting the property on Center Street.
- There were no attendees at the neighborhood meeting.
- At the Planning and Zoning Commission hearing, commissioners questioned the proposed conditions related to sewer connection and right-of-way. Public Works Director Marbury had explained that the sewer connection conditions were modeled after the County's and the third condition required an additional 25-foot right-of-way along Center Street. Commissioners wanted to ensure that the fence located in the front yard could remain through a revocable permit and not be removed until the road was widened.
- Staff and Commission recommended approval with the following stipulations:
 - Any new construction shall be required to hook up to Town sewer.
 - Any modification or expansion to existing buildings that would require the replacement of a septic tank must hook up to Town sewer.
 - Property owner shall provide an additional 25' of right-of-way along Center Street.

Council, Town Attorney, staff, and property owners Barbara and Duane Laster further discussed the item:

- *Sewer connection:* The Lasters asked if the old mobile home that had its own septic on the property that would be removed and replaced by a new home could hook up to the

existing septic or would be required to hook up to sewer. Mr. Marbury explained that hooking up to the sewer would depend where the new lot lines were, but generally new construction that had frontage to a sewer line required sewer connection. With this property, if the County allowed a septic, they could use septic or hook to Town sewer at their expense if they wished. The stipulations attached to the rezone of the property were developed before the last Council study session, where this subject was discussed. He suggested removing stipulations one and two and let the code take care of itself. The Lasters did not have an issue with hooking to Town sewer. Town Attorney McGuire clarified that the best time to ask for stipulations for property was during a rezone request, but staff was correct in that the code would handle some issues. Council thought the intent of the Commission with the sewer lines was clear and that the sewer could be put down the easement to the new property and the conditions should remain.

- *Zone change purpose:* The Lasters explained that they wanted to split the property so family could build and be near them, and since the surrounding properties were one acre, they thought it would be possible.
- *Right-of-Way:* Staff explained that the revocable permit would allow the fence to remain until the Town improved the roadway. When a property was split, a 50-foot ingress/egress and utility easement, called a public way, was required. If this property had an east-west lot split, the easement would be required.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Mike Best to adopt Ordinance 2019-872 to rezone approximately 2.05 acres of real property from AR-5 zoning district to SR-1 zoning district with the conditions recommended by staff.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Annie Perkins, Councilmember Lon Turner

7 - 0 PASSED - Unanimously

- b) Consideration and possible action to approve the Town of Chino Valley Personnel Policy and Administrative Guideline Manual, Town Vehicle Use Policy #465, revisions dated September 24, 2019. (Laura Kyriakakis, Human Resources Director) (Laura Kyriakakis, Human Resources Director)

Recommended Action: Approve the revised Town Vehicle Use Policy #465, dated September 24, 2019, in the Town of Chino Valley Personnel Policy and Administrative Guideline Manual.

Human Resource Director Laura Kyriakakis presented the following:

- The Town's vehicle use policy had not been updated for 17 years. Staff researched other entities to ensure the Town's was in line.
- The proposed provisions applied to all employees and elected officials. The assignment of all department vehicles was based upon job description and department need. The department heads who had vehicles could assign the vehicles in a manner consistent with workload and employee function. Town vehicles and equipment could only be used for official Town business and personal use was prohibited.
- Changes to the policy included:
 - Driver's license requirements and experience.
 - The Town reserving the right to utilize a GPS tracking system on all Town vehicles to ensure the vehicles were used efficiently.
 - Employees' responsibility of following all traffic laws when driving a Town

- vehicle.
- o Clarification on the requirements for take home vehicles.
- o The IRS code for the use of business vehicles as a taxable fringe benefit outlined.
- o New state and local law pertaining to the use of cell phones.

Council and Staff discussed authorship. Ms. Kyriakakis explained that the policy was revised by the HR department and not by a committee which was the reason the HR Network was utilized.

Mayor Croft recessed the meeting at 6:43 p.m. to address a medical issue. He reconvened the meeting at 7:36 p.m. without Councilmember Perkins, who did not return, and Vice-Mayor Miller, who returned later.

Council and Staff further discussed employee vehicle use. Ms. Kyriakakis clarified the language regarding vehicle use during commute to and from work or the job site, and when an employee was officially on the clock. The policy language had been used in practice, but had not officially been part of the policy. The Town allowed de minimis use of vehicles when an employee was officially off work or on an official break.

Vice-Mayor Miller returned to the meeting at 7:42 p.m.

MOVED by Councilmember Lon Turner, seconded by Councilmember Cloyce Kelly to approve the revised Town Vehicle Use Policy #465, dated September 24, 2019, in the Town of Chino Valley Personnel Policy and Administrative Guideline Manual.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Lon Turner

6 - 0 PASSED - Unanimously

- c) Consideration and possible action to approve the Town of Chino Valley Personnel Policy and Administrative Guideline Manual, Grievances and Appeals Policy # 805, revisions dated September 24, 2019. (Laura Kyriakakis, Human Resources Director)

Recommended Action: Approve the revised Grievances and Appeals Policy #805, dated September 24, 2019, in the Town of Chino Valley Personnel Policy and Administrative Guideline Manual.

Human Resource Director Laura Kyriakakis presented the following:

- The current grievance and appeal process was established for regular employees to provide just and equitable methods for resolution of complaints and problems, but it had proved to be inefficient and cumbersome, requiring regular active staff to participate in judging personnel issues of coworkers if a grievance was appealed to a certain level.
- The new process would continue to provide employees with a just and equitable method for resolving complaints and problems, but would be done in a more effective and efficient manner and provide a harmonious relationship between employees and supervisors.
- Changes included:
 - o Grievance and appeals processes were distinct and separate mechanisms. The grievance would resolve less severe problems and the appeals procedure would be

- used for more serious matters.
- o The grievance process would begin with the immediate supervisor. If not resolved, it would move to the department head, followed by final review to be done by the Town Manager through the HR director. The Town Manager would render the final decision and the grievance may not be appealed to a grievance officer.
- o The appeal method would be submitted to the HR director and the Town Manager and an independent hearing officer would be notified. The Town would have a list of at least three licensed and experienced attorneys. The independent hearing officer would have prehearing duties and would preside over the closed door hearing, unless the appellant requested an open hearing.
- o The appeal process required the independent hearing officer to submit findings to the Town Manager. The Town Manager or designee would review the findings and recommendations and inform the appellant of the decision and it would be final.
- o In both the appeals and grievance process, the Town Manager had the final decision.

Council asked about a grievance against a Town Manager. Town Attorney McGuire explained that a grievance would still end up with the Town Manager, but the employee could seek a different avenue if unhappy with the decision. It was difficult to have the Town Council involved with personnel and grievance matters because of their lack of authority over employees. If the Town Manager chose to hear an appeal or grievance without asking a third party to hear the grievance, the Town Council could consider that during their evaluation of the Town Manager. The aggrieved employee could then file with the Superior Court.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Mike Best to approve the revised Grievances an Appeals Policy #805, dated September 24, 2019, in the Town of Chino Valley Personnel Policy and Administrative Guideline Manual.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best,
Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Lon Turner

6 - 0 PASSED - Unanimously

- d) Consideration and possible action to adopt Resolution No. 2019-~~1176~~ 1146, approving the Intergovernmental Agreement (IGA) between the Town of Chino Valley and the Yavapai County Flood Control District for Fiscal Year 2019-2020 financial contribution of \$145,000 from the District to the Town for flood control improvements. (Frank Marbury, Public Works Director/Town Engineer)

Recommended Action: Adopt Resolution No. 2019-1176, approving the IGA between the Town of Chino Valley and the Yavapai County Flood Control District for Fiscal Year 2019-2020 financial contribution of \$145,000 from the District to the Town for flood control improvements.

(Scrivener's note: The resolution number on the agenda was incorrect; the resolution number in the packet, no. 2019-1146, was correct.)

Public Works Director Frank Marbury presented the following:

- This was an annual item pertaining to flood control. The town normally received \$110,000 per year, but they were rolling some over for the current year. The funds would be used for two projects.

- One was a Road 3 North drainage ditch wherein the erosion mats had failed. This project had been on a council priority list, had already been designed, and was ready to go to bid.
- The other project would be to reroute water that went through the Chino Meadows II subdivision to alleviate flooding. The design process on this multi-year project was just beginning and the work would be done in phases.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Mike Best to adopt Resolution No. 2019-1146, approving the IGA between the Town of Chino Valley and the Yavapai County Flood Control District for Fiscal Year 2019-2020 financial contribution of \$145,000 from the District to the Town for flood control improvements.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Lon Turner

6 - 0 PASSED - Unanimously

8) EXECUTIVE SESSION

Council may vote to recess the Regular Meeting and hold an executive session, which will not be open to the public, for the following purposes.

MOVED by Vice-Mayor Jack Miller, seconded by Councilmember Cloyce Kelly to adjourn to Executive Session at 8:04 p.m.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Lon Turner

6 - 0 PASSED - Unanimously

- a) An executive session pursuant to A.R.S. & 38-431.03(A)(1) for discussion or consideration of employment, assignment, appointment, or salary of Town Manager, Cecilia Grittmann. (Mayor and Council)

9) ACTION ITEMS RESUMED

After the Executive Session, Council will reconvene the Regular Meeting.

Mayor Croft reconvened the regular meeting at 8:46 p.m. and stated no decision had been made.

10) ADJOURNMENT

MOVED by Councilmember Lon Turner, seconded by Councilmember Mike Best to adjourn the meeting at 8:46 p.m.

AYE: Mayor Darryl Croft, Vice-Mayor Jack Miller, Councilmember Mike Best, Councilmember Cloyce Kelly, Councilmember Corey Mendoza, Councilmember Lon Turner

6 - 0 PASSED - Unanimously

Darryl L. Croft, Mayor

ATTEST:

Jami C. Lewis, 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 24th day of September, 2019. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 8th day of October, 2019.

Jami C. Lewis, Town Clerk

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

7. a.

Meeting Date: 10/08/2019
Contact Person: Frank Marbury, Public Works Director/Town Engineer
 Phone: 928-636-7140 x-1226
Department: Public Works
Item Type: Action
Estimated length of staff presentation: 20 minutes
Physical location of item: Old Home Manor Business Park

AGENDA ITEM TITLE:

Consideration and possible action to provide direction to staff regarding proposed improvements at the Old Home Manor Business Park.

RECOMMENDED ACTION:

Provide direction to staff regarding proposed improvements at the Old Home Manor Business Park.

SITUATION AND ANALYSIS:

Town staff has developed preliminary cost estimates (attached) as discussed at the September 17, 2019 Study Session.

Fiscal Impact

Fiscal Impact?: No
If Yes, Budget Code:
Available:
Funding Source:

Attachments

OHM Budget Numbers

Old Home Manor Business Park



LAND-USE LEGEND

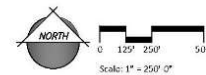
	RESEARCH & DEVELOPMENT
	LIGHT INDUSTRIAL
	MEDIUM INDUSTRIAL
	OPEN SPACE

KEYNOTES

- 1 TRAIL HEAD
- 2 MULTI-USE TRAIL
- 3 ENTRY MONUMENT
- 4 INDUSTRIAL PARK INTERIOR ROAD
- 5 OLD HOME MANOR ENTRY DRIVE
- 6 RESEARCH & DEVELOPMENT
- 7 LIGHT INDUSTRIAL
- 8 MEDIUM INDUSTRIAL
- 9 OPEN SPACE

PROJECT DATA

GROSS SITE AREA	±200 ACRES
RESEARCH & DEVELOPMENT LOT #	13
LIGHT INDUSTRIAL LOT #	8
MEDIUM INDUSTRIAL LOT #	9
TOTAL LOT #	30



PLANT LEGEND

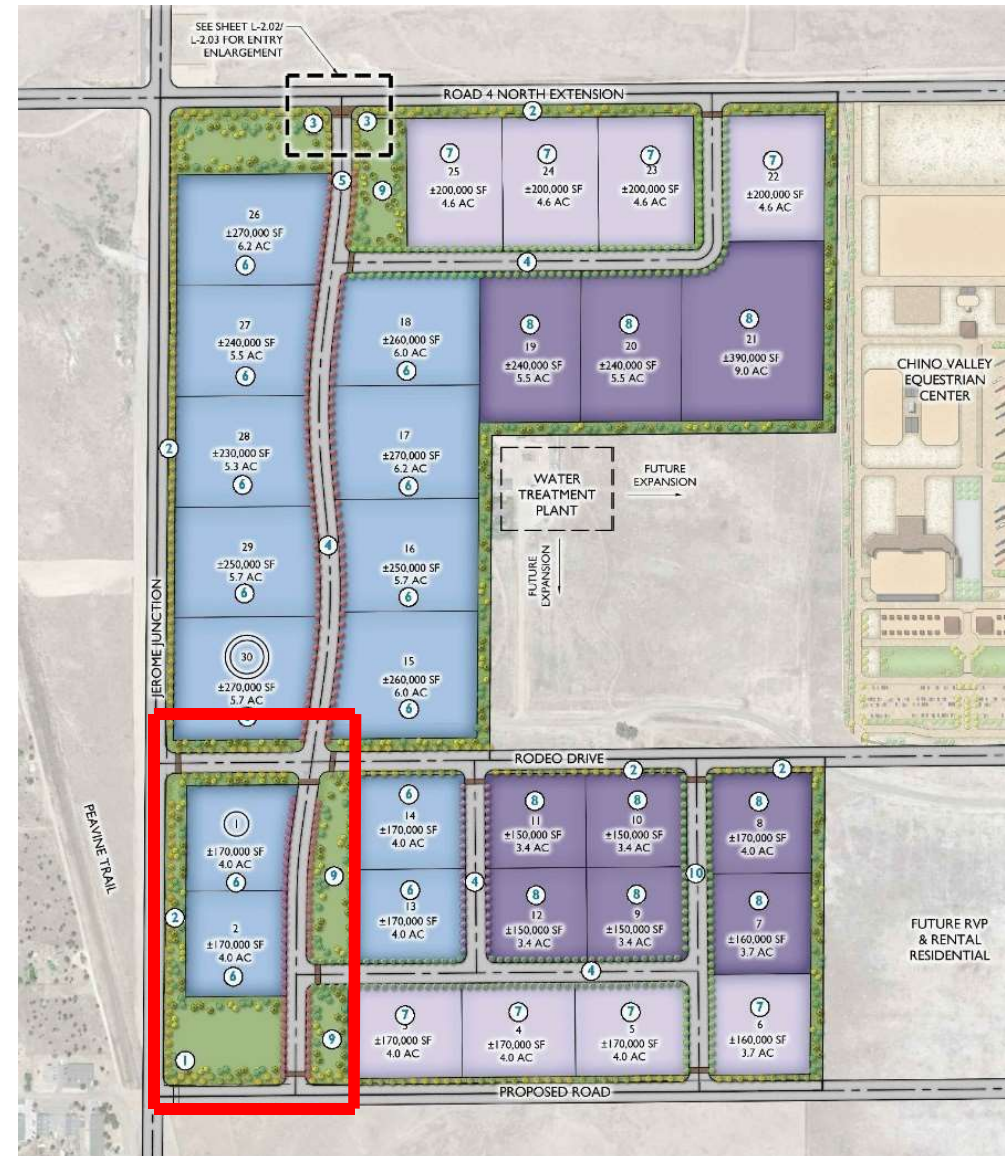
SYMBOL	SCIENTIFIC NAME	COMMON NAME	SIZE
	<i>Acer spicatum</i>	Box Elder Maple	36" Box
	<i>Ambrosia arundinacea</i>	American Bristle Grass	36" Box
	<i>Chenopodium</i>	Chenopodium	36" Box
	<i>Cyperus alternifolius</i>	Arundo Donax	36" Box
	<i>Fraxinus velutina</i>	Box Tree	36" Box
	<i>Juniperus communis</i>	Juniper	36" Box
	<i>Pinus strobus</i>	White Pine	36" Box
	<i>Populus tremula</i>	European Larch	36" Box
	<i>Populus nigra</i>	Black Poplar	36" Box
	<i>Prunus virginiana</i>	Chokeberry	36" Box
	<i>Quercus prinus</i>	White Oak	36" Box
	<i>Salix babingtonii</i>	Willow	36" Box

<u>SHRUB/ACCENTS</u>	<u>COMMON NAME</u>	<u>SIZE</u>
<i>Agave parryi</i>	Parry Agave	5-Gal
<i>Arctostaphylos patula</i>	Planchetia Shrub	5-Gal
<i>Encelia latifolia</i>	Turquoise Bush	5-Gal
<i>Koeberlinia racemosa</i> (rare)	Winter Fat	5-Gal
<i>Muhlenbergia capensis</i>	Creeping Charger Grass	5-Gal
<i>Muhlenbergia laevis</i>	Deer Grass	5-Gal
<i>Muhlenbergia laevis</i> 'Lax'	America's Claw Pithy	5-Gal
<i>Prosopis juliflora</i> 'Honey Flax'	Flax Plant (Invasive)	5-Gal
<i>Sarcobatus laevis</i>	Joshua	5-Gal
<i>Sarcobatus strictus</i>	Joshua	5-Gal
<i>Yucca filamentosa</i>	Decade Yucca	5-Gal
<i>Yucca stricta</i>	Domino Yucca	5-Gal

Preliminary Cost Estimate

Option 1

Streets	\$774,515
Lot Grading	\$206,500
Drainage	\$73,600
Water	\$146,200
Sewer	\$123,500
Natural Gas	\$650,000
Fiber Optic	\$50,000
Power	\$250,000
Misc	\$90,000
Subtotal	\$2,364,315
Design/Con Eng (20%)	\$472,863
Contingency (20%)	\$472,863
Total	\$3,310,041



Preliminary Cost Estimate

Option 2

Streets	\$1,259,455
Lot Grading	\$425,500
Drainage	\$363,647
Water	\$249,500
Sewer	\$207,000
Natural Gas	\$650,000
Fiber Optic	\$100,000
Power	\$250,000
Misc	\$120,000
Subtotal	\$3,625,102
Design/Con Eng (20%)	\$725,020
Contingency (20%)	\$725,020
Total	\$5,075,142

