

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

TUESDAY, APRIL 8, 2025

5:00 PM

**COUNCIL CHAMBERS | 202 N. STATE ROUTE 89 | CHINO VALLEY,
ARIZONA 86323**

STUDY SESSION

1. CALL TO ORDER; ROLL CALL

Mayor Armstrong called the meeting to order at 5:02 p.m.

Present: Mayor Tom Armstrong, Vice-Mayor Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer, Councilmember Larry Holt, Councilmember Robert Switzer

Absent:

Staff Present: Town Manager Terri Denemy, Town Attorney Andrew McGuire, Human Resources Director Laura Kyriakakis, Development Services Director Laurie Lineberry, Finance Director Katie Pehl, Public Works Director/Town Engineer Frank Marbury, Police Chief Josh McIntire, Lieutenant Amy Chamberlin, Community Services Director Cyndi Thomas, IT Manager Spencer Guest, Audio Visual Technician Nicholas Harwick, Town Clerk Erin N. Deskins

2. Introduction to Geographic Information Systems (GIS) provided by Will Dingee, Assistant Development Services Director.

This item was not called.

3. Presentation, update, and discussion on the Chino Valley Police Department by Joshua McIntire, Chief of Police.

Josh McIntire, Chief of Police, presented the following:

- Gave an update on staffing positions including sworn, civilian, animal control, and volunteer positions. Further discussed scheduling, modified assignments, and staff available for patrol.
- Reviewed the International Association of Chiefs of Police (IACP) opposition to using a per capita ratio as a basis for police staffing decisions. Further discussed the factors staff took into consideration when requesting more officer positions.
 - Provided a breakdown of per capita numbers and staffing status for the surrounding area police departments.

- Gave statistics on the following:
 - Total reports
 - Traffic stops
 - Traffic collisions
 - DUI arrests
 - Total arrests
 - Drug arrests
 - Suspected drug use
- Provided information of Partners Against Narcotics Trafficking (PANT) and some of their statistics from 2024 regarding felony arrests, fatal overdose deaths, search warrants, and drug seizures.
 - Discussed PANT staffing throughout the county and other surrounding areas.
- Gave an overview of the accreditation process the department was going through. The department must meet 156 standards and then show proof that they've met those standards twice to get the accreditation.
 - Achieving accreditation would demonstrate transparency and a commitment to do what is right to the public.

Council and staff discussed the following:

- Councilmember Schacherer inquired if staff had the number of how many of the DUI drivers were locals.
 - Staff stated they didn't have the numbers for that with them, but estimated it was about 50%.
- Councilmember McCafferty inquired if juvenile arrests were all at the schools.
 - Staff estimated that 23 of the juvenile arrests were school related.
- Councilmember Switzer inquired if the majority of Chino Valley arrests were related to domestic violence.
 - Staff stated it was a significant portion.
- Councilmember Holt mentioned the fact that Paulden burglaries and thefts have increased.
 - Staff stated that it is a balancing act. Moving resources into one location dedicated to patrol activities on one side of town leaves the other side of town open to criminal activities.
- Councilmember Switzer inquired how the department was doing on overtime.
 - Staff stated that they were good and were not utilizing a lot of overtime. Staff was working to get officers more training to help mitigate the need for overtime.
- Councilmember Switzer inquired if each squad had a sergeant.
 - Staff stated they do and the sergeants were on the road. FTOs could also step up as the supervisor for a squad if the sergeant was out.
- Councilmember Switzer inquired if the lieutenants were ever out on the streets.
 - Staff stated lieutenants were out just yesterday. Last month the Chief worked a patrol shift from 5:00 p.m. to 2:00 a.m.
- Councilmember McCafferty inquired if the animal shelter facility would be large enough going into the future.
 - Staff stated that the shelter did a good job of reunifying pets with their owners, but guessed that the facility size would need to be increased in the near future. When the facility was over full they had a lot of volunteers to do fostering until more are adopted out.

- Councilmember McCafferty inquired about investigations and how many were opened and closed.
 - Staff stated they were doing well; staff would have to get numbers later as they did not gather them for this meeting. Staff had asked for another detective position.
- Councilmember McCafferty stated that they would like to hear from the prosecutor.
- Mayor Armstrong stated that there had been multiple reports of a small, red SUV passing people on the right on Road 1 East.
 - Staff made note of the matter.
- Mayor Armstrong stated that a former mayor called him and stated that during a medical emergency one ambulance showed up along with five police cars.
 - Staff stated that was typical to allow two people to do CPR and another to grab supplies.
- Staff invited councilmembers on a ride-along.

4. ADJOURNMENT

MOVED by Councilmember Sherri Phillips, seconded by Vice-Mayor Eric Granillo to adjourn the meeting at 5:52 p.m.

AYE: Mayor Tom Armstrong, Vice-Mayor Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer, Councilmember Larry Holt, Councilmember Robert Switzer

NAY: None

7 - 0 Passed – Unanimously

REGULAR MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL

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

Present: Mayor Tom Armstrong, Vice-Mayor Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer, Councilmember Larry Holt, Councilmember Robert Switzer

Absent:

Staff Present: Town Manager Terri Denemy, Town Attorney Andrew McGuire, Officer Tod Cupp (Sgt. at Arms), Human Resources Director Laura Kyriakakis, Development Services Director Laurie Lineberry, Finance Director Katie Pehl, Public Works Director/Town Engineer Frank Marbury, Economic Development Manager Maggie Holmberg, Community Services Director Cyndi Thomas, Court Administrator Ronda Apolinar, IT Manager Spencer Guest, Audio Visual Technician Nicholas Harwick, Town Clerk Erin N. Deskins

2. INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

- a. Annual presentation and update from the Chino Valley Equestrian Association per the terms of their lease agreement.

Trudy Ruth, Chino Valley Equestrian Park President, presented the following:

- New board members had brought new experience and talents to the park.
- Discussed improvements and additions made to the park.
- Gave a list of park affiliates.
- Provided a breakdown of the park's memberships over the years.
- Discussed volunteers and the work they do.
- Gave a list of events held over the last year as well as event attendance.
 - This year they would be expanding their all-breed horse shows, and driving shows.
 - Participants and spectators came from all over the state and even out of state including some from California and New Mexico.
 - The park would be focusing on increasing the number of spectators and participants.
- Provided a list of arena and event sponsors.
- Improvements for the year included a driving court, two round pens, and liberty arena.
- Listed the organizations with which the park conducted community outreach.
- Gave a breakdown of the park's financials.
- Listed the scheduled events for 2025.
- Gave a projected economic impact to the Town of Chino Valley.
- Gave a list of planned improvements for 2025.
- Provided a list of the equestrian park board of directors and their contacts.

Council and Ms. Ruth discussed the following:

- Councilmember Schacherer inquired if the equestrian park finally had the office space.
 - Ms. Ruth stated they did.
- Councilmember Schacherer inquired how the office space was left.
 - Ms. Ruth stated that it was left in nice condition.

- b. Presentation and update from Large Animal Shelters and Emergency Readiness (LASER).

Terri Denemy, Town Manager, presented the following:

- Governor Hobbs presented LASER with the 2024 Governor's Volunteer Award for disaster response in December.
- Presented LASER with a plaque commemorating the recognition.

Karen Magdaleno, LASER Director, and Abby Harbicht, LASER Vice-President presented the following:

- Discussed past fires and evacuations that brought about LASER.

- LASER is one of only three organizations providing emergency sheltering for Yavapai County.
- Provided details on the organization, who they serve, and who they partner with.
- Gave a list of the types of animals they shelter.
- Provided a brief outline of the activation process.
- Outlined volunteer training and requirements (the organization had 74 volunteers, 20% of them live in Chino Valley).
- Gave a breakdown of shelter operations including animal care and documentation.
- Provided details of LASER sites in Prescott Valley and Chino Valley (they would be looking to raise funds to provide shade to the Chino Valley site).
- Listed partners and donors.
- Along with providing shelter, the organization also provides information for emergency preparedness. Their webpage is also a great resource for this information.
- Discussed the costs associated with running the shelters. Shelter services were provided at no cost to owners.

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

Call to the Public is an opportunity for the public to address the Council on any issue within the jurisdiction of the Council that is not on the agenda. Public comment is at the discretion of the Council and not required by law. Individuals are limited to speak for three (3) minutes, yielding of time will not be permitted. The total time for Call to the Public may be up to 30 minutes per meeting. Council action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism. Public comment is invited and encouraged, however, personal attacks on individuals is not appropriate. Disrespectful behavior will not be tolerated; this includes loud outbursts, profanity, and disruptive discussions among our audience.

There were no requests to speak.

4. CURRENT EVENT SUMMARIES AND REPORTS

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

- a. Status reports by Mayor and Council regarding current events.

Councilmember Holt presented the following:

- Police Foundation is having their annual fund raiser on Saturday morning at Memory Park at 7:00 a.m.

Mayor Armstrong presented the following:

- He attended the latest Republican Women of Prescott meeting where a Prescott City Council candidate stated that the reason the Dells needed to be widened was not

because of Prescott traffic, but rather because of Chino Valley residents. He stated he could only laugh at that comment.

- b. Status report by Town Manager Terri Denemy regarding Town accomplishments, and current or upcoming projects.

Terri Denemy, Town Manager, presented the following:

- Construction projects were underway along Reed Road and Outer Loop. Staff anticipated construction would continue for another three weeks.
- The water fill station at Walgreens was closed for street improvement work. The Jerome Junction station would remain open.
- Chino Valley Chamber of Commerce Annual Business and Awards Dinner would be held on Thursday, April 24th at 5:00 p.m. at the Old Home Manor Yavapai College Campus. Email the Chamber director at chinovalley.org.
- Veteran's Car Show would be held Saturday, April 26th from 9:00 a.m. to 3:00 p.m. at Pine Ridge Marketplace (formerly the Gateway Mall).
- Drew Ryn made the top 24 of American Idol.

5. 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 approve the Professional Services Agreement with Heinfeld, Meech & Co, P.C. as the Town's audit firm, to perform professional audit services for the Fiscal Years Ending June 30, 2025, through June 30, 2029.

Recommended Action: Approve the Professional Service Agreement with Heinfeld, Meech & Co, P.C. as the Town's audit firm, to perform professional audit services for the Fiscal Years Ending June 30, 2025 through June 30, 2029.

Katie Pehl, Finance Director, presented the following:

- Provided statute mandating audit services.
- Five requests for proposals were reviewed by five staff members and ranked before looking at pricing proposals. Heinfeld, Meech & Co. was the highest ranked audit firm. Their extensive expertise and audit methodology set them apart. Also, their price per hour factored out as the lowest.
- Reviewed the potential fiscal impact over the next five years. Each year may not use the full projected amounts as there is a portion the Town would not have to pay depending on how many federal awards are received. The FY 2024-25 would include the magistrate court review which happens every three years.

MOVED by Vice-Mayor Eric Granillo, seconded by Councilmember John McCafferty to approve the Professional Service Agreement with Heinfeld, Meech & Co, P.C. as the Town's audit firm, to perform professional audit services for the Fiscal Years Ending June 30, 2025,

through June 30, 2029.

AYE: Mayor Tom Armstrong, Vice-Mayor Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer, Councilmember Larry Holt, Councilmember Robert Switzer

NAY: None

7 - 0 Passed – Unanimously

- b. Consideration and possible action to authorize the Town Manager, in partnership with the Trust for Public Lands and the Prescott Climbers Coalition, to make an application for financial assistance to Arizona State Parks & Trails under the provisions of the Land and Water Conservation Fund Act, Public Law 88-578 for the acquisition of the Upper Sullivans Canyon property.

Recommended Action: Authorize the Town Manager, in partnership with the Trust for Public Lands, to make an application for financial assistance to Arizona State Parks & Trails under the provisions of the Land and Water Conservation Fund Act, Public Law 88-578 for the acquisition of the Upper Sullivans Canyon property.

Terri Denemy, Town Manager, presented the following:

- This item was regarding the potential to apply for a grant for the possible purchase of Upper Sullivan's Canyon. Staff intend for the project to be privately funded, and the Town would take ownership and become managers.

Michael Patrick, Trust for Public Land (TPL) Senior Project Manager, presented the following:

- Progress on the project included the purchase of the state park land and the Fred Harvey historic buildings.
- Remaining projects included extending the Peavine Trail from Road 4 North to Sullivan Lake and acquiring the proposed parcel to complete 25 miles of public ownership of the Verde River.
- Gave details on the parcel and potential contributions.
- Reviewed plans for management, liability mitigation, and funding.

Amanda Lane and David Lovejoy, Prescott Climbers Coalition, presented the following:

- Discussed the region in regard to rock climbing and its value to rock climbers and how that can impact economic development.
- Discussed education and training uses the area offers to schools and organizations such as Prescott College, ERAU, Fire Departments, and Search and Rescue.

Council and staff discussed the following:

- Councilmember Schacherer clarified that this item was authorizing the Town to apply for a grant.

- Staff stated the packet included a draft resolution which does not commit the Council to anything. If the grant was awarded that resolution would come back to Council for approval.
 - Councilmember Schacherer inquired what would happen if the grant did not go through.
 - Staff stated it would not come back to Council if it was not approved.
 - Councilmember Schacherer inquired about the cost to maintain the property if the grant were funded.
 - Mr. Lovejoy stated that it had been an active climbing area for 40 years and no one had spent any money on it. There were ideas about things that could be done to enhance the area, and the Climbing Coalition was willing to partner in those efforts and offer volunteer work, etc. Nothing was required.
- Councilmember Schacherer inquired about parking as the area would become more well known if this were funded.
 - Ms. Lane stated there were parking ideas and there was an area that could be developed and graded out and marked. The Climber Coalition already helped with such projects in other areas.
- Councilmember Holt inquired how they would control access.
 - Ms. Lane stated that the access to climbing was all based on repelling into the canyon using existing features like boulders to build anchors.
 - Mr. Lovejoy stated that it was not a flashflood risk because of the buffer created by the dam in the lake.
- Vice-Mayor Granillo inquired how much would be covered under the grant.
 - Ms. Lane stated it was a matching grant for \$200,000. They just started fund raising and have already raised \$32,000 from 116 donors.
- Vice-Mayor Granillo inquired what the comps were based on to get \$400,000 for 10 acres.
 - Mr. Patrick stated that CBRE did an appraisal about a year and a half ago. There were comps of similar properties that size that justified the price.
 - Vice-Mayor Granillo mentioned that it was in a flood zone.
 - Mr. Lovejoy stated that there were buildable sites and nothing to stop someone from putting in a well.
 - Mr. Patrick stated that he could share the appraisal with the Town.
- Councilmember Switzer inquired if there was a way to get State Parks involved with its proximity to the new state park.
 - Discussion ensued about which entities would use the area and could contribute to enhancements and management.
- Councilmember McCafferty inquired if the Climbers Coalition was familiar with Vantage, Washington.
 - Ms. Lane and Mr. Lovejoy indicated they were not.
- Councilmember McCafferty inquired about a sport route.
 - Ms. Lane stated that putting anchors in this canyon with the petroglyphs would require more discussion.
- Councilmember McCafferty inquired about language in the resolution stating that the Town has submitted and the parks received the application.
 - Staff stated that it was a draft resolution that would be voted on if they received the grant.

- Mayor Armstrong recognized former Supervisor Craig Brown for getting the project started with the State Park.

MOVED by Vice-Mayor Eric Granillo, seconded by Councilmember John McCafferty to authorize the Town Manager, in partnership with the Trust for Public Lands, to make an application for financial assistance to Arizona State Parks & Trails under the provisions of the Land and Water Conservation Fund Act, Public Law 88-578 for the acquisition of the Upper Sullivans Canyon property.

AYE: Mayor Tom Armstrong, Vice-Mayor Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer, Councilmember Larry Holt, Councilmember Robert Switzer

NAY: None

7 - 0 Passed – Unanimously

- c. Consideration and possible action to acquire seven parcels related to the Maintenance Improvement District of the detention basins along Salida Del Sol.

Recommended Action: Authorize the Mayor or his designee to process and record the special warranty deed prepared by the Town Attorney to acquire the seven parcels related to the detention basins for the Maintenance Improvement District for the Del Sol Subdivisions.

Frank Marbury, Public Works Director, presented the following:

- A Maintenance Improvement District (MID) was developed for the Del Sol subdivisions which is maintained by the Town. This item would serve to transfer ownership to the Town to clear up any issues as to the ownership and responsibility for the MID tracts.

Council and staff discussed the following:

- Councilmember Schacherer inquired if the well would be under the MID.
 - Staff stated that would go into the estimation of the annual cost and any assessments for the maintenance of the well would go to the property for the MID along with electrical.

MOVED by Vice-Mayor Eric Granillo, seconded by Councilmember Robert Schacherer to authorize the Mayor or his designee to process and record the special warranty deed prepared by the Town Attorney to acquire the seven parcels related to the detention basins for the Maintenance Improvement District for the Del Sol Subdivisions.

AYE: Mayor Tom Armstrong, Vice-Mayor Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer, Councilmember Larry Holt, Councilmember Robert Switzer

NAY: None

7 - 0 Passed – Unanimously

6. ADJOURNMENT

MOVED by Councilmember John McCafferty, seconded by Councilmember Robert Switzer to enter Executive Session.

AYE: Mayor Tom Armstrong, Vice-Mayor Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer, Councilmember Larry Holt, Councilmember Robert Switzer

NAY: None

7 - 0 Passed - Unanimously

MOVED by Councilmember Phillips, seconded by Vice-Mayor Granillo to adjourn the meeting at 7:18 p.m.

AYE: Mayor Tom Armstrong, Vice-Mayor Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer, Councilmember Larry Holt, Councilmember Robert Switzer

NAY: None

7 - 0 Passed - Unanimously



Tom Armstrong, Mayor

ATTEST:



Erin N. Deskins, Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Town Council of the Town of Chino Valley, Arizona held on the 8th day of April 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 13th day of May, 2025.



Erin N. Deskins, Town Clerk