

**MINUTES OF THE REGULAR MEETING OF THE
TOWN COUNCIL OF THE TOWN OF CHINO VALLEY
TUESDAY, JANUARY 13, 2026**

6:00 PM

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

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

Mayor Armstrong called the meeting to order at 6:01 p.m. and led the Pledge of Allegiance.

Present: Mayor Tom Armstrong, Vice-Mayor Eric Granillo - remote (disconnected from the meeting at 7:10 p.m.), Councilmember John McCafferty - remote, Councilmember Sherri Phillips, Councilmember Robert Schacherer, Councilmember Larry Holt, Councilmember Robert Switzer

Absent:

Staff Present: Town Manager Terri Denemy, Town Attorney Andrew McGuire, Officer McClendon (Sgt. at Arms), Executive Analyst Jessi Sorteberg, Human Resources Director Laura Kyriakakis, Development Services Director Laurie Lineberry, Assistant Development Services Director Will Dingee, Senior Planner Jessica Barragan, Finance Director Katie Pehl, Town Engineer/Assistant Public Works Director Steven Sullivan, Fleet Manager Matthew Green, Police Chief Josh McIntire, Community Services Director Cyndi Thomas, Audio Visual Technician Nicholas Harwick, Deputy Town Clerk Sara Burchill, Town Clerk Erin N. Deskins

2. INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

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. 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 on items not on the agenda 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.

Laura Chan, not a Town of Chino Valley resident, presented the following:

- She wanted two items to be made public before the February 23rd meeting:
 - A GIS overlay by Chino Valley of the proposed airfield including the Prescott airport class D airspace, Paulden, Chino Valley, and the Prescott Valley communities of Poquito Valley, Antelope Meadows, and Mingus Meadows.

- An updated Embry Riddle flight pattern which was briefly shown during the January 6th meeting.
- She stated the demonstration flight done on January 5th entered from Paulden and deviated from the proposed route.

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 wished the Mayor and his wife a happy 50th anniversary, and Terri Denemy, Town Manager a happy birthday.

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

Terri Denemy, Town Manager, presented the following:

- There would be more meetings coming up regarding the airstrip. Staff was working on final details and residents should check the website for updates.
- Monday is Martin Luther King day. Town offices will be closed.
- She attended the Women in Business luncheon as the keynote speaker. It was good to see how much the chamber had grown.

5. CONSENT AGENDA

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

John McCafferty requested to pull item 5d.

MOVED by Councilmember Robert Switzer, seconded by Councilmember Robert Schacherer to approve Consent Agenda items a, b, and c.

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

- a. Consideration and possible action to approve a Master Services and Purchasing Agreement and Addendum with Axon Enterprise, Inc., for Axon Fleet 3 services for an amount not to exceed \$268,704.12.
- b. Consideration and possible action to approve the December 9, 2025, regular meeting minutes.
- c. Consideration and possible action to approve the December 17, 2025, special meeting minutes.
- d. Consideration and possible action to appoint applicants to fill vacancies on Planning & Zoning Commission (P&Z), Board of Adjustment (BOA), and Parks & Recreation Advisory Board (PRAB) per the recommendations of the Appointments Subcommittee.

Councilmember McCafferty inquired if there were any in-person interviews conducted. He felt that it should be included in the process of selection as it was in the past. Councilmember Switzer agreed.

Mayor Armstrong stated there was a limited number of applicants and didn't think interviews would have been especially helpful.

Erin Deskins, Town Clerk, stated that staff could bring another item for Council discussion and vote.

MOVED by Councilmember Robert Switzer, seconded by Councilmember Sherri Phillips to approve Consent Agenda item d.

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. 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 or deny an Infrastructure Repayment Agreement with Highlands Townhomes, LLC, for the construction of water and wastewater main extensions related to the Highlands Apartments project in an amount not to exceed \$197,200 utilizing contingency funds.

Recommended Action: Approve or deny an Infrastructure Repayment Agreement with Highlands Townhomes, LLC, for the construction of water and wastewater main extensions

related to the Highlands Apartments project in an amount not to exceed \$197,200 utilizing contingency funds.

Terri Denemy, Town Manager, presented the following:

- She discussed the limited financial resources of the Town and the spirit of the community to control growth and, therefore, the importance of cautiously evaluating development and how the Town should negotiate development.

Steven Sullivan, Town Engineer/Assistant Public Works Director, presented the following:

- Discussed the location of the development and location of nearby utilities, and the history of the project.
- Discussed the developer's plans for the project and specifics of the development.
- Discussed the purpose, cost of the project, as well as cost of the repayment agreement.

Council and staff discussed the following:

- Councilmember Schacherer inquired who approved the original improvement plan on August 29, 2025.
 - Staff stated that engineering approved the plans.
- Councilmember Schacherer referred to Town Code § 51.057, stating that the Council had worked hard to make sure that all developers would need to pay to hook up to utilities and that this agreement would open the door for any developer to expect the same treatment. He also questioned where the money was coming from.
 - Staff stated that this project was entitled before Council adopted those changes to the code.
 - Councilmember Schacherer then questioned why they should have to follow current building codes.
 - Andrew McGuire, Town Attorney, stated the distinction was between administrative building codes and requirements and land use entitlements for which there are protected rights after the land use entitlements are included, and the two could not be equated. This is an additional opportunity for the Town to gain access to infrastructure it wouldn't otherwise have.
 - Staff stated the money would be coming from the contingency fund, which is money the Town budgets for "just in case" items that come up throughout the year. Any amount coming from the contingency is presented to Council.
 - Andrew McGuire, Town Attorney, stated that the developer's original and revised plans both include connection to the sewer. The difference between the plans is that one enables the Town to utilize sewer for more properties in the future. The ask by the Town caused the reimbursement request, not the approval of the plans. The connection obligation is still there and not being changed.
 - Councilmember Schacherer stated that he did not feel that the Town should pay for it.
 - Councilmember Switzer asked for clarification on the project and specifically asked what the Town is getting if it's denied, and if it's approved, and if the sewer would be extended beyond the property.

- Staff stated that the developer was asking for the location between his easterly property line and Allerton as well as additional depth.
- Andrew McGuire, Town Attorney, stated that there is an approved set of plans that do not include reimbursement, and a second set of plans that include reimbursement.
- Staff stated that the current code also requires taking utilities to the end of the property. That did not happen in this instance causing a gap.
- Councilmember Switzer inquired what the code stated in 2005 when the entitlements were given.
 - Staff stated that they did not have that answer off-hand.
- Discussion ensued regarding sunset clauses on entitlements.
- Councilmember McCafferty inquired if the sewer plant would be able to accommodate the new units if developed before the EQ basins are constructed.
 - Staff stated that it was accounted for in the design report.
- Councilmember McCafferty inquired if the Town would be in the black after collecting buy-in fees if they chose to approve the repayment agreement.
 - Staff stated the Town would be in the black by about \$80,000. Monthly fees would bring about \$2,000 per month.
- Councilmember McCafferty inquired if the project benefited public interest financially.
 - Staff stated they felt it would. The Town has previously seen little growth in the water and sewer connections. This would also allow the Town to get more connections later on.
- Councilmember McCafferty inquired if the revised depth would be consistent with the Integrated Water Master Plan into account.
 - Staff stated that was correct, and it addresses future needs.

Council and TJ Brown, applicant, discussed the following:

- Councilmember Schacherer inquired if he was planning to build if they did not approve the repayment agreement.
 - Mr. Brown stated that he was surprised by the conversation. He purchased the property in 2021. He stated that the sewer ends at Allerton and Road 1 North. His project is topographically on a mound. Public Works discovered that if they build at the previously planned depth of five feet, they would not be able to continue the line to and across Highway 89 to service those properties. Town staff requested Mr. Brown draw a new set of plans that would allow that to happen. This would require a depth of 20 feet. Staff recommended that the Town pay the additional cost. He was not asking the Town to subsidize the project or pay for the water and sewer extension, but to pay the additional costs that benefit the Town. He stated this did not benefit him, and was actually a burden.
- Councilmember Holt inquired when the applicant planned to start construction.
 - Mr. Brown stated they were ready and should have people living there within a year.
- Vice-Mayor Granillo inquired how many more houses might be able to hook up to sewer in the future.
 - Staff stated everything from this location to 89 and west of 89 whether commercial or residential.

- Discussion ensued about whether there needed to be further discussion on the ordinance regarding water and sewer hookups in the future.
- Councilmember McCafferty clarified that the developer is willing to pay all the fees to satisfy his requirement for the sewer pursuant to the ordinance being referenced. However, for the public interest of allowing his system to go further west, it would require a depth deeper than he is required to go. Therefore, he was asking for help to benefit everyone to the west. He has no obligation to build his system to benefit those properties.

MOVED by Councilmember Robert Switzer, seconded by Councilmember John McCafferty to approve an Infrastructure Repayment Agreement with Highlands Townhomes, LLC, for the construction of water and wastewater main extensions related to the Highlands Apartments project in an amount not to exceed \$197,200 utilizing contingency funds.

Councilmember Holt discussed adding a sunset clause of 12 months to start construction.

Andrew McGuire, Town Attorney, stated that the term of the agreement is set to three years, effective as of this meeting, or until the obligations are satisfied.

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

NAY: Councilmember Robert Schacherer

6 - 1 Passed

- b. Consideration and possible action to accept the right-of-way dedication for Peppertree Place in connection with Highlands Apartments.

Recommended Action: Accept the right-of-way dedication for Peppertree Place in connection with Highlands Apartments.

Steven Sullivan, Town Engineer/Assistant Public Works Director, presented the following:

- Discussed staff's request for the right-of-way dedication based on Town Code.

Council and staff discussed the following:

- Councilmember Schacherer inquired why the Town needed the 25 feet when it couldn't even complete a road.
 - Staff stated that a road could not be completed at this time, but there would also be a water main constructed in that future right-of-way for continuation northerly to have an additional waterline loop.
- Councilmember Schacherer inquired if the Town would ever have to put any kind of road there.
 - Staff stated that would be ideal, but right now it would just house the waterline. The proposal is for it to remain dirt because the new project does not access it. It would be part of the unmaintained roadways in town.
- Councilmember Switzer inquired why the developer wasn't being asked to make it a road.
 - Staff stated that was negotiated out a long time ago.

- Councilmember Switzer felt that if it was supposed to be a road, it should be a road, and the developer should pay for it.
 - Staff stated the negotiation was part of a PAD that was approved and that's the entitlement that this property holds.
- Councilmember Switzer inquired if they could get rid of Peppertree Lane.
 - Andrew McGuire, Town Attorney, stated there are properties to the north that would be landlocked if Peppertree was no longer there. The Town does not have any obligation to improve or continue the road through to the other side.

Council and TJ Brown, applicant, discussed the following:

- Discussion ensued regarding ingress and egress of Peppertree Place an APS switchbox that cannot be moved or changed.
- Mr. Brown suggested not dedicating the right-of-way, allowing the Town access for utilities, and he would maintain that portion of land.
 - Discussion ensued regarding the particulars of a utility easement.
- Councilmember McCafferty inquired if a utility easement would in any way jeopardize access to sewer or water lines?
 - Staff stated it would grant the same access as long as it is indicated as a public ingress/egress utility easement.

MOVED by Councilmember Robert Switzer, seconded by Councilmember Larry Holt to continue the right-of-way dedication for Peppertree Place in connection with the Highlands Apartments to abandon the dedication and item and create a public ingress/egress utility easement instead.

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 award a Cooperative Purchasing Agreement to Shasta Industries, Inc. for the Aquatic Center Pool Deck Resurfacing Project for \$202,400.

Recommended Action: Award a Cooperative Purchasing Agreement to Shasta Industries, Inc. for the Aquatic Center Pool Deck Resurfacing Project for \$202,400.

Steven Sullivan, Town Engineer/Assistant Public Works Director, presented the following:

- Discussed the deterioration of the pool deck, the risks it imposes, and the proposed replacement.

Council and staff discussed the following:

- Councilmember Holt stated that this was already approved during budget discussions.

MOVED by Councilmember Robert Switzer, seconded by Councilmember Robert Schacherer to award a Cooperative Purchase Agreement to Shasta Industries, Inc. for the Aquatic Center

Pool Deck Resurfacing Project for \$202,400.

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

- d. Consideration and possible action to approve Resolution No. 2026-1298 ratifying the previously submitted grant application and authorizing acceptance of the Arizona State Parks Off-Highway Vehicle Grant Award for the Chino Valley Regional OHV Staging Area at Old Home Manor.

Recommended Action: Approve Resolution No. 2026-1298.

Jessi Sorteberg, Executive Analyst, presented the following:

- This item is to acknowledge the application to OHV Parks Grant Program to bring safe OHV recreational use to the region.
- Discussed the location of the proposed staging area at Old Home Manor.
- Gave an overview of the design and specifics of the staging area.
- Discussed the estimated cost of the entire project, but this request is only for the engineering and surveys of the project.
- Discussed the application reviews completed by staff.

Council and staff discussed the following:

- Councilmember Schacherer inquired if the Town would be paying \$1,000,000.
 - Staff stated that this grant application is for design and puts the Town in a good position to show completion of the surveys and grant, and then be in line to apply for construction funds. It might not still be a 0% match at that time as that can change.
- Councilmember McCafferty inquired if this would be consistent with the Town's recreation goal for Old Home Manor.
 - Staff stated it is, and also give the Town multi-use potential for other amenities that are out there.

MOVED by Councilmember Robert Switzer, seconded by Councilmember Larry Holt to approve Resolution No. 2026-1298 ratifying the previously submitted grant application and authorizing acceptance of the Arizona State Parks Off-Highway Vehicle Grant Award for the Chino Valley Regional OHV Staging Area at Old Home Manor.

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

NAY: None

6 - 0 Passed - Unanimously


7. ADJOURNMENT

MOVED by Councilmember Sherri Phillips, seconded by Councilmember Robert Switzer to adjourn at 7:11 p.m.

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

NAY: None

6 - 0 Passed - Unanimously



Tom Armstrong, Mayor

ATTEST:



Erin N. Deskins

Erin N. Deskins, Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Town Council of the Town of Chino Valley, Arizona held on the 13th day of January, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 10th day of February, 2026.

Erin N. Deskins

Erin N. Deskins, Town Clerk