



TOWN COUNCIL NOTICE & AGENDA

STUDY SESSION
TUESDAY, FEBRUARY 10, 2026
5:00 PM

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

***AMENDED* AGENDA – Removed Executive Session**

- 1. CALL TO ORDER; ROLL CALL**
- 2. Discussion regarding a requirement for a roll call vote for all Town Council action.**
- 3. Presentation and discussion by Katie Pehl, Finance Director, regarding the Aquatics Fee Analysis.**
- 4. Presentation and discussion by Katie Pehl, Finance Director, regarding property tax options.**
- 5. ADJOURNMENT**



TOWN COUNCIL NOTICE & AGENDA

REGULAR MEETING
TUESDAY, FEBRUARY 10, 2026
6:00 PM

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

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**
 - a. Presentation by Josh McIntire, Chief of Police, on Chino Valley Police Department's achievement in receiving their Agency Accreditation.
 - b. Presentation of the Chino Valley Police Jr. Cadets being awarded for placement in the 2026 Chandler Tactical Competition.

- c. Presentation and update by Vinny Gallegos, YPLAN Executive Director.
- d. Presentation and update by Katie Pehl, Finance Director, regarding the October-December 2025 quarterly financial report.

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.

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

5. CONSENT AGENDA

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

- a. Consideration and possible action to approve the January 13, 2026, regular meeting minutes.
- b. Consideration and possible action to approve the January 20, 2026, joint study session minutes.

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. Discussion, update, consideration, and possible action to delay the Permanent Base Adjustment ballot measure previously recommended.

Recommended Action: Delay the Permanent Base Adjustment ballot measure that was previously recommended.

- b. Consideration and possible action to authorize the submission of an application to the U.S. Department of Transportation's BUILD Grant Program to develop a corridor rehabilitation and paving extension design for East Perkinsville Road.

Recommended Action: Staff recommends that the Town Council authorize the submission of an application to the U.S. Department of Transportation's BUILD Program to develop a rehabilitation design for East Perkinsville Road.

- c. Discussion and possible action to require the Appointments Subcommittee conduct interviews of Planning & Zoning applicants when vacancies occur.

Recommended Action: No staff recommendation.

7. ADJOURNMENT

Dated this 3rd day of February, 2026.

By: *Erin N. Deskins, Town Clerk*

The Town of Chino Valley endeavors to make all public meetings accessible to persons with disabilities. Please call 928-636-2646 (voice) or 711 (Telecommunications Arizona Relay Service) 48 hours prior to the meeting to request reasonable accommodation to participate in this meeting. Citizens will have access to the meeting room 30 minutes prior to the start time of each meeting.

Council meetings are live-streamed on Town of Chino Valley website, www.chinoaz.net.

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: _____

Erin N. Deskins, Town Clerk



TOWN COUNCIL AGENDA ITEM STAFF REPORT

AGENDA ITEM # 2
MEETING DATE: 2/10/2026
CONTACT PERSON: Erin Deskins, Town Clerk
ITEM TYPE: Presentation

AGENDA ITEM TITLE:

Discussion regarding a requirement for a roll call vote for all Town Council action.

SUMMARY:

On January 5, 2026, Councilmember Switzer filed a Council Request for Council Agenda Item form, with support from Councilmember Holt, to the Town Clerk's office requesting a discussion on this topic. The form is attached.

PREVIOUS ACTION:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT?

N/A

ATTACHMENTS:

1.	CM Switzer request for Study Session on roll call votes - redacted
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CHINO VALLEY
ARIZONA

RECEIVED
JAN 05 2026
BY: E. Deskins

Town Clerk
202 N. State Route 89
Chino Valley, AZ 86323
Phone (928) 636-3130
clerks@chinoaz.net; www.chinoaz.net

**PUBLIC/COUNCIL REQUEST
FOR COUNCIL AGENDA ITEM**

(Public: Please fill out the **BOLDED** items only)

Regular Meeting Special Meeting Study Session

COUNCILMEMBER

REQUESTING (if applicable): ROBERT SWITZER

CONTACT PERSON: SAME PHONE: [REDACTED]

ORGANIZATION (if applicable):

Report/Presentation Only Consent Action Estimated Time Needed: 15 min.

PLEASE DESCRIBE YOUR AGENDA ITEM REQUEST AND LIST ATTACHMENTS (if any):

REQUIRE YOU CAN VOTE FOR ALL COUNCIL VOTES.

BACKGROUND INFORMATION:

ADMIN USE ONLY

RECOMMENDED MOTION:

Move to

DATE SCHEDULED:

TIME:

FISCAL IMPACT?

If Yes, Budget Code: (if known)

Available: \$

COUNCIL SPONSORS:

RLA

Councilmember (print and initial)

LARRY HOLY

Councilmember (print and initial)



TOWN COUNCIL AGENDA ITEM STAFF REPORT

AGENDA ITEM # 2a
MEETING DATE: 2/10/2026
CONTACT PERSON: Marrilee Easton, Civilian Officer Supervisor
ITEM TYPE: Presentation

AGENDA ITEM TITLE:

Presentation by Josh McIntire, Chief of Police, on Chino Valley Police Department's achievement in receiving their Agency Accreditation.

SUMMARY:

Chief McIntire would like to announce our recent achievement in receiving our accreditation through the Arizona Law Enforcement Accreditation Program (ALEAP). This will include recognizing Lieutenant Chapman for his hard work and dedication to this intensive task.

PREVIOUS ACTION:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT?

N/A

ATTACHMENTS:

None



TOWN COUNCIL AGENDA ITEM STAFF REPORT

AGENDA ITEM # 2b
MEETING DATE: 2/10/2026
CONTACT PERSON: Marrilee Easton, Civilian Officer Supervisor
ITEM TYPE: Presentation

AGENDA ITEM TITLE:

Presentation of the Chino Valley Police Jr. Cadets being awarded for placement in the 2026 Chandler Tactical Competition.

SUMMARY:

- 1st Place Female Pistol Shoot
- 2nd Place High Risk Vehicle Stop
- 2nd Place Incident Command
- 3rd Place Patrol Bike Rodeo

PREVIOUS ACTION:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT?

N/A

ATTACHMENTS:

None



TOWN COUNCIL AGENDA ITEM STAFF REPORT

AGENDA ITEM # 2c
MEETING DATE: 2/10/2026
CONTACT PERSON: Terri Denemy, Town Manager
ITEM TYPE: Presentation

AGENDA ITEM TITLE:

Presentation and update by Vinny Gallegos, YPLAN Executive Director.

SUMMARY:

Vinnie Gallegos, YPLAN Executive Director, will give a presentation on the updated work plan, funding formulas, and Chino Valley's annual contribution to YPLAN in the amount of \$77,447.35. An action item to consider approval of the funding allocation will come before Council on a future agenda.

PREVIOUS ACTION:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT?

N/A

ATTACHMENTS:

None



TOWN COUNCIL AGENDA ITEM STAFF REPORT

AGENDA ITEM # 5a
MEETING DATE: 2/10/2026
CONTACT PERSON: Erin Deskins, Town Clerk
ITEM TYPE: Consent/Minutes

AGENDA ITEM TITLE:

Consideration and possible action to approve the January 13, 2026, regular meeting minutes.

STAFF RECOMMENDATION:

Approve the January 13, 2026, regular meeting minutes.

ATTACHMENTS:

1.	2026 01 13 CC RG MND wWM
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**MINUTES 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, 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 _____ day of _____, 2026.

Erin N. Deskins, Town Clerk



TOWN COUNCIL AGENDA ITEM STAFF REPORT

AGENDA ITEM # 5b
MEETING DATE: 2/10/2026
CONTACT PERSON: Erin Deskins, Town Clerk
ITEM TYPE: Consent/Minutes

AGENDA ITEM TITLE:

Consideration and possible action to approve the January 20, 2026, joint study session minutes.

STAFF RECOMMENDATION:

Approve the January 20, 2026, joint study session minutes.

ATTACHMENTS:

1.	2026_01_20_CC_PZ_JOINT_SS_MND_wWM
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**MINUTES OF THE JOINT STUDY SESSION OF THE
TOWN COUNCIL AND PLANNING & ZONING COMMISSION
OF THE TOWN OF CHINO VALLEY**

TUESDAY, JANUARY 20, 2026

5:30 PM

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

1. CALL TO ORDER, ROLL CALL

Mayor Armstrong called the meeting to order at 5:34 p.m.

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

Absent:

Commissioners Present: Chair Chuck Merritt, Vice-Chair Gary Pasciak, Commissioner Teena Meadors, Commissioner Richard Zamudio (arrived at 5:35 p.m.), Commissioner Michael Ditta, Commissioner Joseph Morabito

Absent: Commissioner William Welker

Staff Present: Town Manager Terri Denemy, Town Attorney Andrew McGuire - remote, Officer Tod Cupp (Sgt. at Arms), Executive Assistant Mike Coomer, Development Services Director Laurie Lineberry, Assistant Development Services Director Will Dingee, Community Services Director Cyndi Thomas, Economic Development Manager Maggie Holmberg, IT Support Technician Matt Widner, Audio Visual Technician Nicholas Harwick, Deputy Town Clerk Sara Burchill, Town Clerk Erin N. Deskins

Mayor Armstrong stated that anyone disrupting the meeting would be asked to leave. He reminded councilmembers, commissioners, and staff to speak loudly so their voices would be picked up by the microphones.

Councilmember McCafferty expressed thanks to the Commission for the work they do.

2. DISCUSSION ITEMS

- a. Discussion regarding ZC-2025-03 and CUP-2025-05 for the Perkins Airfield Project. Discussion will be between Town Council, Town Planning and Zoning Commission, the Applicant Team, and Town Staff.

Laurie Lineberry, Development Services Director, presented the following:

- Staff compiled questions asked by the Council and the Commission in a topic format and would be reviewing them throughout the meeting, including questions regarding the zoning and General Plan.

Will Dingee, Assistant Development Services Director, presented the following:

- Discussed the Agricultural Residential 36-Acre Minimum (AR-36) zoning district and its history within the Town Code. Airports were added as a conditional use, not a permitted

use, by design to require case-by-case review to preserve Council's discretion on such matters.

- Explained conditional uses, how they are approved, and the process for such and specifically discussed airstrip considerations.
- Reviewed the General Plan including Heavy Industrial (HI) zoning, which references airports and helipads, and where that zoning is located within the Town.
- Stated that the staff's role is to evaluate and present proposed projects, but it's the Council's decision on whether to move forward with the project.

Tom Perkins, President of Perkins Ranch, Inc., presented the following:

- Thanked the Council and Commission for the opportunity to address them and work out issues they may have.
- Introduced representatives from Perkins Ranch (Ranch Lawyer Heidi Short, Perkins Ranch, Inc. Vice President Danny Perkins, Perkins Ranch, Inc. Treasurer Debbie Perkins), Embry-Riddle Aeronautical University (ERAU) (Dean of the College of Aviation Dr. Ken Witcher, Vice-President for Facilities Scott Gesele), and GMC (Vice President, Aviation Tennessee and Kentucky Mark Paslick).
- Gave an overview of the proposed location for the airstrip, and its relation to the nearest residences.
- Reviewed the proposed timeline and phases of the project.
- Discussed the aircraft that would be used at the airstrip.
- Listed the operations timing, noise impacts, and comparisons.
- Discussed traffic and access near and to the airstrip.
- Provided a brief overview of the full build-out plan.
- Gave a broad overview of the Prescott airspace (Class D) and the proposed Chino Valley airspace (Class G).
- Discussed regulations on airspace and aircraft equipment tracking and documenting aircraft movements.
- Reviewed the test flights and the circuits they completed.
- Discussed ERAU's safety record for aviation.
- Discussed costs of the project and who would be paying them.
- Discussed the sell-off of farmland in Chino Valley and the desire of the Perkins family to keep as much land as possible undeveloped.
- Discussed provisions the Perkins Ranch provides for the pronghorn.
- Gave an overview of the Cottonwood airport and gave a comparison of it to the proposed airstrip.

Dr. Witcher presented the following:

- Gave a brief overview of the Daytona Beach Research Park including employment, salaries, external funding provided, internship numbers, etc.
- Discussed the demographics of Daytona Beach and how it compares it to the Town of Chino Valley.

Council, Commission, Applicant, representatives, and staff discussed the following:

- Chair Merritt asked for clarification on a "flight" and other descriptions.

- Mr. Perkins stated that there are training flights, or mission flights. A training flight includes pre-flight tasks, maneuvers or operations, such as touch-and-goes, landing back at the training site, post-flight tasks, and a debrief.
- Chair Merritt spoke to the concerns he had heard from others about 50 flights per day.
 - Dr. Witcher clarified that they are proposing 20 take-offs and 20 landings (40 operations) maximum per hour average.
- Chair Merritt stated there were concerns about rotary wing and jet aircraft because they're louder, and limiting the type of aircraft that could fly in.
 - Mr. Perkins stated that during Phase 1, only Cessna 172s would be landing. Otherwise, it would be on a case-by-case basis if someone from the Town requested to let someone land. Those cases would be coordinated with the Town for approval (but no jets or helicopters). However, in Phase 3 and 4, if a business owner wanted to come on a small jet or a corporate helicopter to check on a business, he thought the Town would be welcoming of that. Mr. Perkins felt that outright limiting the type of aircraft didn't make sense.
- Chair Merritt felt there should be a timeframe for review of the Conditional Use Permit (CUP) to mitigate any issues that come up during the first few years of operation.
 - Mr. Perkins stated that he and ERAU would be agreeable to that.
 - Chair Merritt further stated that P&Z should have a study session at every development level.
- Chair Merritt stated that the CUP should have a mechanism to address road improvement during construction and continued road maintenance going forward.
 - Mr. Perkins presented a letter (attached to these minutes) from Rodney Cruz, ERAU COO, and discussed tax incentives for the Town of Chino Valley. He further stated that ERAU has agreed to improve the road after the project is complete, but most road improvements would come in Phases 3 and 4, possibly Phase 2.
 - Mayor Amrstrong clarified that road improvements would come in the form of a development agreement.
- Chair Merritt stated that there needed to be a mechanism to limit the runway length to avoid use of larger aircraft.
 - Mr. Gesele stated that there is no room for a larger runway than what is being proposed.
- Chair Merritt clarified that CAFMA development expenses should be covered by Perkins and ERAU and not through the tax fund.
 - Mr. Perkins stated that ERAU and the Perkins' would work on that together. Taxpayers would not incur those initial costs.
- Chair Merritt stated that the airfield should remain private and not expand in the future to a public airfield or airport.
 - Mr. Perkins stated it would stay in the family.
- Chair Merritt stated that noise reduction and mitigation should be a top priority and hoped to have the majority of flights done before Noon.
- Chair Merritt referred to a conversation about the Perkins' releasing the Town of a prior water commitment.
 - Mr. Perkins stated that he talked to Ms. Lineberry and Ms. Denemy about rewriting the pre-annexation agreement. He discussed the history of water relations between the Perkins' and Chino Valley and the Perkins' and Prescott and expressed a desire to heal those bonds so they could work together to make Chino Valley a water provider.

- Chair Merritt stated that the use of the ADSB system should be written into the CUP or development agreement.
 - Mr. Perkins suggested a quarterly update for ERAU to provide those numbers to the Town.
 - Chair Merritt felt that it should start out as a monthly update.
 - Mayor Armstrong stated that he was unsure if the Town had the ability to require the aircrafts be ADSB equipped.
 - Mr. Perkins stated all ERAU aircraft are equipped with the equipment. Mr. Perkins offered a ride-along to the Council and Commissioners.
- Chair Merritt stated that there should be a time limit on the CUP to get the project done.
 - Mr. Perkins stated that he would be heading up the project and would be nudging ERAU and the Town to move the project along as quickly as possible.
- Commissioner Meadors inquired about where the APS lines would be coming from.
 - Mr. Paslick stated that it would likely be coming up Perkinsville Road and everything would be underground.
- Commissioner Zamudio inquired if they had any specifics yet about the firehouse, staffing, and equipment.
 - Mr. Perkins stated they did not have those specifics yet, but everything built would be done top rate, no tin siding, the structures would be brick, etc.
- Commissioner Zamudio inquired if the night flights could be shortened.
 - Mr. Perkins stated that the students need night flight time, and it can be difficult to get that time in the warmer months when the sun goes down so late.
- Commissioner Morabito discussed the Great Western Connector as a potential way to increase the success of the airstrip. He stated that people were concerned about what-ifs, but growth means progress, and he felt this would be a great way to bring better jobs so that kids could live and work here.
- Commissioner Ditta stated that ERAU does a great job, but he struggled on whether he wanted an airstrip in the Town. He discussed the amount of flight operations and inquired if they would continue to use the Prescott and Cottonwood airports.
 - Dr. Witcher stated that they would have to continue to use public accessible airports.
- Commissioner Ditta inquired if missed flights due to rain would be made up in the following days.
 - Dr. Witcher stated that they would be made up.
- Commissioner Ditta referred to an article in Signals AZ stating that a new site would reduce flight congestion and noise in populated parts of the country and inquired what noise the article was referring to.
 - Dr. Witcher stated that an additional airfield would allow them to reduce percentages and pull some of the congestion off of some fields like Cottonwood.
 - Mr. Perkins stated that Prescott is so full of circuit training and pilots often must sit on taxi ways for a half hour as only a maximum of four aircraft can be in a circuit at a time. Mr. Perkins equated restricting the number of planes that can utilize the airstrip to restricting a gas station to only 50 cars per day and stated that planes coming in pays the bills.
- Commissioner Ditta referred to comments stating that if they don't accept the airstrip they'll put in houses.
 - Mr. Perkins stated that they didn't want houses there and they don't want to sell any of the land.

The meeting recessed at 7:00 p.m.

The meeting resumed at 7:03 p.m.

- Councilmember Switzer stated that he would like the flight path to stay over the wash away from Chino Valley, Mingus, Coyote Springs, and Poquito Valley, and have aircraft get into the airstrip pattern sooner to avoid going over homes on MA Perkins.
 - Discussion ensued regarding uncontrolled airspace and flight paths depending on weather conditions.
- Councilmember Switzer inquired where the holding pattern would be when aircraft are unable to return to PRC.
 - Dr. Witcher stated they hold over the fairgrounds in Prescott Valley. Mr. Perkins stated they can also climb and hold at 2,000 or 3,000 feet.
- Councilmember Switzer inquired if the maximum of four aircraft in the pattern would hold even through Phase 4.
 - Dr. Witcher stated that is their current standard operating procedure and is standard for all airfields.
- Councilmember Switzer inquired if ERAU can commit to using unleaded fuel in the future.
 - Dr. Witcher stated that the FAA is currently trying to mandate getting away from leaded fuel by 2030.
- Councilmember Switzer inquired if CAFMA would be responding to any calls at the airfield during Phase 1, prior to the fire station being built. He also inquired about funding for ongoing operations, equipment, and staffing, and if they would respond in adverse weather, and expressed concern that their apparatus might not make it there on the dirt road.
 - Mr. Perkins stated that the pre-annexation agreement provides fire and police protection. Specifics regarding funding would be worked out by CAFMA. Mr. Perkins stated that if there was adverse weather, flights would not occur.
 - Councilmember Switzer clarified that the addition would increase CAFMA's budget and would require more taxes.
- Councilmember Switzer inquired when ERAU would have onsite security.
 - Mr. Perkins stated the airfield could be secured at the gates. Once growth occurred during Phases 2 and 3, then security would be added.
- Councilmember Switzer inquired if a portion of the land to the east and west of the airstrip could be dedicated as a wildlife corridor.
 - Mr. Perkins stated he had no problem taking care of the antelope.
- Councilmember Switzer stated that he would like to have the development agreement done prior to any vote.
 - Staff suggested that a condition of the CUP should be a development agreement approved by Council. It would be onerous to get a development agreement completely done, but the project should not be able to start until there is a development agreement in place.
 - Councilmember Switzer clarified that if the development agreement would be voted down there would be no project.
- Councilmember McCafferty agreed that the CUP should have a window for permit issuance such as four to five years to allow the Town to address any unforeseen issues. He also wanted some method to dedicate parts of Perkinsville Road that are currently not dedicated.

- Councilmember McCafferty inquired where ERAU was doing night operations. He further inquired about changing the times to range from sunrise to sunset to mitigate impact.
 - Dr. Witcher stated that they are doing them at Prescott Field or Deer Valley Field.
 - Mr. Perkins stated they did not want to go from sunrise to sunset because having night operations was good for both parties.
- Councilmember Switzer inquired if the airstrip would remain VFR only through Phase 4.
 - Mr. Perkins stated that an IFR approach had been addressed in GMC's development and discussed the design in more detail.
- Councilmember McCafferty referred to a Board of Supervisor meeting where Clarkdale expressed concerns over a non-binding friendly flying agreement and inquired about creating a binding agreement and the ramifications of violating such.
 - Dr. Witcher stated that after that Board of Supervisor's meeting he now meets every month with the Mayor of Clarkdale, Mayor of Cottonwood, Cottonwood Airport Manager, and County Supervisor from that district. He stated they discuss what's working, what's not working, and what can be done differently. Since that meeting, they discussed ingress/egress to keep ERAU off Clarkdale's area, and things have been much better.
- Councilmember Schacherer inquired about the daily total and what 5% of Operations Daily Total would amount to.
 - Dr. Witcher stated it would be based off the projection of 40 operations average maximum per hour, and they won't put more than four aircraft in a pattern. The maximum operation timeframe would be from 6:00 a.m. to Noon.
 - Further discussion ensued regarding decibel levels and whether the noise levels of the test flight were accurate without having done a touch-and-go operation.
- Councilmember Schacherer inquired about the airstrip lights and if there would there be a beacon.
 - Mr. Perkins stated that the lights would stay on for about five minutes. They are not big lights like seen at Prescott.
 - Mr. Paslick stated that a rotating beacon is part of the lighting package because it's a private airfield, but it's not necessary. They're only used when the airfield goes Instrument Flight Rules (IFR).
- Councilmember Schacherer asked for clarification on when the CAFMA station would be built.
 - Discussion ensued regarding the CAFMA station and the desire to have it built before any other buildings are constructed.
 - Further discussion ensued regarding funding for operation of the CAFMA station.
- Councilmember Holt inquired about ERAU's projected growth for the next five years.
 - Mr. Witcher stated that they are currently investing in taking up to a maximum of about 5,000 students total in the next 15–20 years. Currently, they are at 3,300 students.
- Councilmember Holt inquired if it would be possible to cut the hours at 10:00 p.m. and just revert back to Prescott at that point.
 - Mr. Perkins stated that would probably work in the winter, but would be tight in the summer.
- Councilmember Holt inquired how many student crashes ERAU has had in the past 10 years.
 - Mr. Witcher stated that they have not had any.
- Councilmember Holt inquired if they were planning for security during the after-hours of construction.

- Mr. Gesele stated they typically leave that up to the contractors since it's their equipment.
- Further discussion ensued regarding companies who have done prior projects and adding security into the contracts.
- Councilmember Holt inquired if the Prescott runway extension would further impact people in north Prescott Valley.
 - Discussion ensued regarding flight patterns, equipment, and approach requirements.
 - Further discussion ensued regarding property values and whether they go up or down around an airport.
- Councilmember Holt inquired why they don't just build the airstrip 6,000 feet to start with.
 - Mr. Perkins stated the COO could possibly get an extra bid to do that, but they were trying to make some money back during the first phase.
- Vice-Mayor Granillo stated that there are plenty of automobile accidents down Perkinsville Road, and law enforcement has to go out there anyway, and didn't see that as a concern.
- Vice-Mayor Granillo revisited the numbers on crashes.
 - Dr. Witcher stated they track incidents, accidents, and crashes. Since 2020, there have been 17 accidents. The last time there was a fatality was 2004.
- Vice-Mayor Granillo inquired if there would be a helipad for helicopters to land.
 - Mr. Perkins stated that helicopters can land anywhere, there was no helipad planned.
- Vice-Mayor Granillo inquired about the size of executive planes that might come in during Phases 3 and 4.
 - Mr. Perkins stated they would be smaller ones as a large aircraft could not land on this size of airstrip. Further discussed the logistics of allowing other aircraft to land.
- Vice-Mayor Granillo asked for more information on how the airstrip gets paid for planes to land, referring to Mr. Perkins's analogy of only allowing 50 cars per day at a gas station.
 - Mr. Perkins stated that a private airstrip requires landowner's permission to land, and they could choose to charge a fee, but they would not charge the ones who built the airstrip.
- Vice-Mayor Granillo inquired about leasing of the hangars.
 - Mr. Perkins stated that he wanted to invest his money in one of the hangars and ERAU has offered to lease a hangar. Mr. Perkins wanted to take some of the operations from Prescott airport for students, instructors, and mechanics to live in Chino Valley and bring benefit to the Town and revenue streams to the Perkins family.
- Discussion ensued regarding take-offs and taxi backs as a way to create less noise, as is done at airports like Cottonwood, when additional planes enter the pattern, and how this procedure might affect nearby residents.
- Commissioner Morabito clarified that ZC-2025-03 was just serving to rezone the land to AR-36. The second part would be the CUP which would apply to ERAU.
 - Staff stated that was correct. The February 3rd meeting would bring the zone change and the subsequent CUP for P&Z recommendation.

Mayor Armstrong thanked the public for maintaining decorum. He also thanked Town staff and the Perkins family for presenting the information.

3. ADJOURNMENT

Mayor Armstrong adjourned the meeting at 8:00 p.m.

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 Joint Study Session of the Town Council and the Planning & Zoning Commission of the Town of Chino Valley, Arizona held on the 20th day of January, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 2026.

Erin N. Deskins, Town Clerk

DRAFT



TOWN COUNCIL AGENDA ITEM STAFF REPORT

AGENDA ITEM # 6a
MEETING DATE: 2/10/2026
CONTACT PERSON: Terri Denemy, Town Manager, Katie Pehl, Finance Director
ITEM TYPE: Action Item

AGENDA ITEM TITLE:

Discussion, update, consideration, and possible action to delay the Permanent Base Adjustment ballot measure previously recommended.

SUMMARY:

In December, Council authorized staff to begin the process of pursuing a Permanent Base Adjustment to the Town's state-imposed expenditure limitation. Since that time, several large-scale development and infrastructure projects have moved into active consideration. These projects have the potential to significantly affect the Town's long-term revenue base, but their timing, scope, and ultimate approval are uncertain at this time.

It would be more beneficial to wait for clearer direction on these projects before establishing a permanent expenditure base, but the timelines required to place a Permanent Base Adjustment measure on the 2026 ballot do not allow the Town to delay a decision until those project outcomes are all known. Ballot language development, legal review, Auditor General review, Council actions, and election coordination must occur well in advance and by the time project decisions are finalized, the Town would be beyond the window necessary to properly place a measure before voters.

The Permanent Base Adjustment would permanently reset the Town's expenditure base, and is most effective when future revenue levels are more predictable. Moving forward now would require the Town to establish a permanent base without knowing whether projected development-related revenues will actually materialize. Conversely, if those projects do not move forward, setting the base too high could create future structural pressure. The Town remains under voter-approved Home Rule, which provides full local control of the expenditure limit through 2028. Home Rule continues to allow the Town to adopt budgets based on actual revenues and community priorities, with no reduction in operational authority.

Delaying pursuit of a Permanent Base Adjustment will allow the Town to:

- Monitor whether anticipated development and economic activities materialize
- Base any future permanent adjustment on more accurate revenue data
- Avoid resetting the base at a level that may not reflect long-term financial conditions
- Continue operating without constraint under existing Home Rule authority

Staff recommends postponing further action on the Permanent Base Adjustment at this time, continuing under Home Rule, and re-evaluating the Permanent Base Adjustment in approximately four years, once revenue trends are clearer.

PREVIOUS ACTION:

On November 18, 2025, staff presented this item to Council as an option for Council to consider on a future agenda. The item was brought back on December 9, 2025, consent item 5(a) passed with a 7/0 vote to authorize staff to proceed with a Permanent Base Adjustment ballot measure.

STAFF RECOMMENDATION:

Delay the Permanent Base Adjustment ballot measure that was previously recommended.

FISCAL IMPACT?

Postponing the Permanent Base Adjustment avoids immediate election-related costs and does not affect the Town’s current budgeting authority. The Town will continue operating under voter-approved Home Rule, which provides full flexibility to adopt budgets based on available revenues.

Deferring action also reduces the risk of establishing a permanent expenditure base that does not align with future revenue levels, thereby supporting long-term fiscal stability.

ATTACHMENTS:

None



TOWN COUNCIL AGENDA ITEM STAFF REPORT

AGENDA ITEM # 6b
MEETING DATE: 2/10/2026
CONTACT PERSON: Jessi Sorteberg, Executive Analyst
ITEM TYPE: Action Item

AGENDA ITEM TITLE:

Consideration and possible action to authorize the submission of an application to the U.S. Department of Transportation's BUILD Grant Program to develop a corridor rehabilitation and paving extension design for East Perkinsville Road.

SUMMARY:

The Chino Valley Town staff seek to submit an application to the U.S. Department of Transportation's Better Utilizing Investments to Leverage Development (BUILD) Program for a planning grant to prepare a rehabilitation design for East Perkinsville Road. The project will develop a corridor-level design to rehabilitate and extend pavement along approximately 6.5 miles, replacing the current piecemeal approach and enabling a durable, near-term construction solution.

The proposed planning effort will evaluate pavement condition, drainage performance, and rehabilitation alternatives to avoid repeated pavement failure and produce a shovel-ready design. Completion of this design is necessary before the Town can responsibly move forward with repaving and long-term maintenance of the corridor.

The BUILD program typically requires a 20% local match. However, the required match may be reduced to as little as 0% because the Town qualifies as a "rural community" under the BUILD Notice of Funding Opportunity (NOFO). The total estimated cost for design and pre-construction services is \$3,500,000 and the Town will be applying for the grant as 100% federally funded. The final match determination will be made by USDOT and if a Town match ends up being required, staff will bring the grant agreement back to Council for consideration and possible approval.

Under the FY 2026 BUILD NOFO, applications are due February 24, 2026, with award announcements expected no later than June 28, 2026. If awarded, BUILD funds must be obligated, meaning a signed and executed grant agreement is in place, by September 30, 2030, and all awarded funds must be expended by September 30, 2035, in order to remain eligible for reimbursement.

With this understanding, staff requests Council authorization to submit the application.

PREVIOUS ACTION:

N/A

STAFF RECOMMENDATION:

Staff recommends that the Town Council authorize the submission of an application to the U.S. Department of Transportation's BUILD Program to develop a rehabilitation design for East Perkinsville Road.

FISCAL IMPACT?

The Town intends to apply for funding through the U.S. Department of Transportation BUILD Grant Program for the corridor rehabilitation and paving extension design for East Perkinsville Road. Based on the project's location within a qualifying rural area under program criteria, the Town is eligible to request up to 100% federal funding, and the application will be structured accordingly.

If the grant is awarded at 100% of eligible design and pre-construction costs, no local match would be required and staff would proceed in accordance with the grant award. If the award provides less than 100% federal funding, staff will return to Council for consideration of acceptance of the grant and identification of a funding source for any required local contribution before moving forward.

ATTACHMENTS:

None



TOWN COUNCIL AGENDA ITEM STAFF REPORT

AGENDA ITEM # 6c
MEETING DATE: 2/10/2026
CONTACT PERSON: Erin Deskins, Town Clerk
ITEM TYPE: Action Item

AGENDA ITEM TITLE:

Discussion and possible action to require the Appointments Subcommittee conduct interviews of Planning & Zoning applicants when vacancies occur.

SUMMARY:

During the January 13, 2026, Town Council meeting, members of the Council requested this topic be brought back at a later date for discussion and possible future requirements of the Appointments Subcommittee regarding P&Z applicants.

PREVIOUS ACTION:

N/A

STAFF RECOMMENDATION:

No staff recommendation.

FISCAL IMPACT?

N/A

ATTACHMENTS:

None
