



APPOINTMENTS SUBCOMMITTEE NOTICE & AGENDA

**SPECIAL MEETING
WEDNESDAY, MARCH 4, 2026**

1:00 PM

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

AGENDA

- 1. CALL TO ORDER, ROLL CALL**
- 2. APPROVAL OF MINUTES**
 - a. Consideration and possible action to approve the December 22, 2025, meeting minutes
- 3. NEW BUSINESS**
 - a. Consideration, discussion, and possible action regarding next steps and timeline to fill a vacancy on the Town Council due to the recent resignation of Bob Schacherer.
 - b. Consideration and possible action to approve an amendment to the Appointment Subcommittees Charter.
- 4. ADJOURNMENT**

Dated this 26th 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.

Supporting documentation furnished to the Appointments Subcommittee with this agenda are available for review on the Town's website at www.chinoaz.net and in the Town Clerk's Office.

CERTIFICATION OF POSTING

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

Date: _____ Time: _____ By: _____
Erin N. Deskins, Town Clerk



APPOINTMENTS SUBCOMMITTEE AGENDA ITEM STAFF REPORT

AGENDA ITEM # 2a
MEETING DATE: 3/4/2026
CONTACT PERSON:
ITEM TYPE: Consent/Minutes

AGENDA ITEM TITLE:
Consideration and possible action to approve the December 22, 2025, meeting minutes

SUMMARY:

PREVIOUS ACTION:

STAFF RECOMMENDATION:

FISCAL IMPACT?

ATTACHMENTS:

1.	2025 12 22 AS SP MND wWM
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**MINUTES OF THE SPECIAL MEETING OF THE
APPOINTMENTS SUBCOMMITTEE OF THE
TOWN OF CHINO VALLEY
MONDAY, DECEMBER 22, 2025
3:30 PM**

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

1. CALL TO ORDER, ROLL CALL

Mayor Armstrong called the meeting to order at 3:35 p.m.

Present: Mayor Tom Armstrong, Vice-Mayor Eric Granillo, Councilmember Robert Switzer

Absent:

Staff Present: Deputy Town Clerk Sara Burchill

2. APPROVAL OF MINUTES

- a. Consideration and possible action to approve the December 16, 2025, regular meeting minutes.

There was no discussion on this item.

MOVED by Vice-Mayor Eric Granillo, seconded by Councilmember Robert Switzer to approve the December 16, 2025, regular meeting minutes.

AYE: Vice-Mayor Eric Granillo, Mayor Tom Armstrong, Councilmember Robert Switzer

NAY: None

3 - 0 Passed - Unanimously

3. NEW BUSINESS

- a. Consideration and possible recommendation to Town Council to fill a vacancy on Planning & Zoning due to the recent resignation of Commissioner Jeff Pizzi.

The Subcommittee discussed the following:

- Possible legal regulations around accepting and not accepting resignations from Planning & Zoning Commissioners.
- Discussed the remaining applications that were not recommended for appointment at the last Appointment Subcommittee meeting.
- Members' individual opinions on who should be recommended for appointment.

MOVED by Councilmember Robert Switzer, seconded by Vice-Mayor Eric Granillo to recommend the previously recommended alternate of Steve Stotz to a permanent position, and recommend Mark Schuerman for the alternate position.

AYE: Vice-Mayor Eric Granillo, Mayor Tom Armstrong, Councilmember Robert Switzer

NAY: None

3 - 0 Passed - Unanimously

4. ADJOURNMENT

Mayor Armstrong adjourned the meeting at 3:42 p.m.

Submitted: December 22, 2025

By: *Sara Burchill, Deputy Town Clerk*

Approved:

DRAFT



APPOINTMENTS SUBCOMMITTEE AGENDA ITEM STAFF REPORT

AGENDA ITEM # 3b
MEETING DATE: 3/4/2026
CONTACT PERSON:
ITEM TYPE: Action Item

AGENDA ITEM TITLE:

Consideration and possible action to approve an amendment to the Appointment Subcommittees Charter.

SUMMARY:

PREVIOUS ACTION:

STAFF RECOMMENDATION:

FISCAL IMPACT?

ATTACHMENTS:

1.	DRAFT Amended Charter 2-11-26
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DRAFT

Town of Chino Valley

COUNCIL SUBCOMMITTEE CHARTER: APPOINTMENTS SUBCOMMITTEE

SUBCOMMITTEE'S PURPOSE:	Consists of 3 Councilmembers appointed by the Town Council to make recommendations to Council for appointments to the Town's public bodies and other related matters
SUBCOMMITTEE REQUIREMENT	Whenever there are more applicants than positions available regarding Planning & Zoning appointments, subcommittee shall conduct interviews of applicants prior to any recommendation to Town Council. <i>*approved 02/10/2026 Town Council meeting*</i>
MEMBERSHIP:	3 members, appointed by the Council
QUORUM:	2 members
OFFICERS:	Chair, appointed by Mayor
MEETING FREQUENCY:	Regular Meetings to be held in May/June and December/January of each year
MEETING DAY & TIME:	As needed
MEETING LOCATION:	Council Chambers Conference Room 202 N. State Route 89
STAFF LIAISON:	Town Clerk
LIAISON'S RESPONSIBILITIES:	<ul style="list-style-type: none">• Meeting agenda• Meeting packets• Meeting minutes• Council agenda staff reports
MEETING AGENDA:	<ol style="list-style-type: none">1) CALL TO ORDER2) ROLL CALL3) APPROVAL OF MINUTES4) OLD BUSINESS5) NEW BUSINESS6) ADJOURN