

**MINUTES OF THE SPECIAL MEETING OF THE
CAPITAL IMPROVEMENT PROGRAM CITIZEN'S ADVISORY
COMMITTEE OF THE TOWN OF CHINO VALLEY
THURSDAY, NOVEMBER 20, 2025
2:00 PM
COUNCIL CHAMBERS | 202 N. STATE ROUTE 89 | CHINO VALLEY,
ARIZONA 86323**

1. CALL TO ORDER, ROLL CALL

Chair Warren called the meeting to order at 2:02 p.m.

Present: Committee Member Sherry Klein, Committee Member Gary Warren, Committee Member Rob Zazueta
Absent: Committee Member Michael Ditta, Committee Member Charles Brown
Staff Present: Finance Director Katie Pehl, Public Works Director/Town Engineer Frank Marbury, Assistant Engineer Steven Sullivan, Executive Analyst Jessi Sorteberg (arrived at 2:09 p.m.), Deputy Town Clerk Sara Burchill

2. APPROVAL OF MINUTES

- a. Consideration and possible action to approve the minutes from the March 20, 2025, regular meeting.

There was no discussion on this item.

MOVED by Committee Member Rob Zazueta, seconded by Committee Member Sherry Klein to approve the minutes from the March 20, 2025, regular meeting.

AYE: Committee Member Sherry Klein, Committee Member Gary Warren, Committee Member Rob Zazueta

NAY: None

3 - 0 Passed - Unanimously

3. NEW BUSINESS

- a. Consideration and possible action to select a Chair and Vice-Chair.

Committee Member Zazueta suggested keeping the appointments as they are currently.

MOVED by Committee Member Rob Zazueta, seconded by Committee Member Sherry Klein to keep the current Chair and Vice-Chair assignments.

AYE: Committee Member Sherry Klein, Committee Member Gary Warren, Committee Member Rob Zazueta

NAY: None

3 - 0 Passed - Unanimously

- b. Consideration and possible action regarding the meeting schedule for the upcoming budget process.

Staff reviewed the proposed meeting schedule and stated the dates can change based on Council discussions.

Discussion ensued regarding virtual options for members to attend meetings.

MOVED by Committee Member Sherry Klein, seconded by Committee Member Rob Zazueta to approve the meeting schedule as presented by staff.

AYE: Committee Member Sherry Klein, Committee Member Gary Warren, Committee Member Rob Zazueta

NAY: None

3 - 0 Passed - Unanimously

- c. Update and possible discussion on the status of capital projects for FY 25-26.

Katie Pehl, Finance Director, and Frank Marbury, Public Works Director, presented the following:

- Reviewed the final budget that was approved by Council and the proposed schedule for the next 5 years and whether the projects would be funded through loans or the Town's general fund.
- Drainage projects (Granite Creek, Perkinsville Road, and Cemetery Draw) were delayed by the government shutdowns. Staff was working on cost-benefit analyses related to stabilization efforts on Perkinsville Road.
- The Pool Deck Resurfacing is moving forward and should be done before pool season. It will go to Council for approval.
- Park Improvements are moving forward, but there has only been one review so far with the engineer and landscape architect.
- Council moved the shooting range bathrooms to FY 26-27 as they were hoping to get some funding from other agencies that utilize the shooting range. Staff had about \$80,000 saved up from shooting range donations.
- Fill station improvement design and engineering were in process.
 - Discussed improvements in revenues at the fill station due to Council-approved rate changes.
- The WIFA loan for the new well design engineering has not yet been approved by Council.
- The water reclamation facility just received approval from Council for debt authorization to fund this project. This project is a high priority to avoid permit violations by exceeding nitrate levels in the treated water.
- The Fred Harvey Farm has been taken over by the Town. The Bond House had asbestos testing done in October. Staff was waiting for the results so they could begin cleaning. The

goal is to have an event and meeting facility and combine with the State Park for public use.

- The PFAS treatment at the Bright Star well is an ADEQ project, and they are funding and building the project. However, the Town has to purchase some extra land for the project and is working with the property owner on that piece. The Town will take over maintenance of the facility once complete.
- Discussed the streets project as was directed by Council in October and the reasons they decided to remove some of the streets recommended by the committee. Council did approve staff to do Perkinsville Road if the bids come in low enough to accommodate doing so.

d. Consideration and possible discussion regarding potential capital project priorities for FY 26-27.

Katie Pehl, Finance Director, and Frank Marbury, Public Works Director, presented the following:

- Briefly discussed very tentative plans for the next five budget years and potential funding opportunities for various projects.
- Asked the committee to bring forward any needs they believe the Town should address.
 - The committee pointed to streets again as the top priority.
 - Staff suggested they bring in a list of suggested streets to go over at the February meeting.
- A public survey will be going out to the community in early December so they can communicate what areas they feel are the highest priority.
- Discussed a Transportation Alternative Grant for the southern Peavine connection design to be followed by an additional grant for the construction of the connection.

4. ADJOURNMENT

MOVED by Committee Member Gary Warren, seconded by Committee Member Sherry Klein to adjourn the meeting at 2:45 p.m.

AYE: Committee Member Sherry Klein, Committee Member Gary Warren, Committee Member Rob Zazueta

NAY: None

3 - 0 Passed - Unanimously

Submitted: December 1, 2025

By: *Sara Burchill, Deputy Town Clerk*

Approved: March 26, 2026