

**MINUTES OF THE REGULAR MEETING OF THE
TOWN COUNCIL OF THE TOWN OF CHINO VALLEY
TUESDAY, APRIL 14, 2026**

5:00 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 6:02 p.m.

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

Absent:

Staff Present: Town Manager Terri Denemy, Town Attorney Andrew McGuire, Officer Wade Payne (Sgt. at Arms), Executive Analyst Jessi Sorteberg, Executive Assistant Mike Coomer, Town Magistrate Angela Bradshaw-Napper, Human Resources Director Laura Kyriakakis, Development Services Director Laurie Lineberry, Public Works Assistant Director/Town Engineer Steven Sullivan, Fleet Manager Matthew Green, Finance Director Katie Pehl, Police Chief Josh McIntire, Community Services Director Cyndi Thomas, Economic Development Manager Maggie Holmberg, Audio Visual Technician Nicholas Harwick, Deputy Town Clerk Sara Burchill, Town Clerk Erin N. Deskins

2. INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

- a. Presentation of Proclamation for Stand with Me, Be Drug Free Week.

Chief McIntire briefly discussed the Town's partnership with MATFORCE and their impact on the local community and the State of Arizona.

Ivy Chamberlin introduced Abner Chang, Youth Council Member.

Abner Chang briefly discussed MATFORCE's mission, volunteer force, and the education and resources they provide to students, parents, and caregivers.

Mayor Armstrong read and presented the Proclamation to Ms. Chamberlin.

- b. Presentation of Proclamation for Fair Housing Month.

Mayor Armstrong read and presented the proclamation for Fair Housing Month.

- c. Presentation from Arizona Public Service (APS) on Fire Mitigation and Public Safety Power Shutoff Program.

Frank Sanderson, Northern Arizona Division Director for APS, presented the following:

- APS priorities included safety and reliability.

- Reviewed preventative measures APS takes to protect their infrastructure from wildfires, including clearing vegetation in easements and rights-of-way, patrolling lines to identify potential risks, fire wrapping wooden poles, etc.
- Discussed APS's "no re-close" policy, which uses devices that open the breakers if a fault is detected. Under milder conditions, it will re-close, but during times of heightened risk, it will stay open until someone goes out to inspect it.
- Discussed the cameras that have been installed on APS systems that allow them to zoom in on the lines and view any issues along the lines. They also have cameras on mountain tops and radio towers and provide a 360-degree view of the area to keep APS apprised of fires in the area.
- Poles are outfitted with weather stations to help APS assess various areas for fire risk.
- Reviewed emergency shutoff procedures and notification to local leadership and communities.

Council commended APS on the work they do.

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.

Sara Burchill, Deputy Town Clerk, stated that 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.

Larry Holt presented the following:

- Chino Valley Memorial Foundation will be hosting the Yavapai County and Law Enforcement Memorial for National Peace Officer's Memorial Day on May 15th at 10:00 a.m. at the 9/11 Memorial.

Mayor Armstrong presented the following:

- Groundbreaking at Old Home Manor was held at 4:00 p.m. this afternoon. T-Mobile is giving the Town \$50,000 to move and expand the Frisbee golf course. He

recognized Cyndi Thomas, Maggie Holmberg, Jessi Sorteberg, and Terri Denemy for their work on the project.

- The Territorial Stroll would be held on Saturday, April 18th to raise funds for the Chino Valley K-9 Unit.

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

Terri Denemy, Town Manager, presented the following:

- The Town was seeking volunteers for the following advisory boards:
 - Capital Improvement Program Citizen's Advisory Committee
 - Building Advisory Board
 - Parks & Recreation Advisory BoardMore information about those boards can be found on the Town website. Applications due by Thursday, April 23rd at 5:00 p.m.
- Citizens Academy will be held on Wednesdays starting May 6th through June 9th from 5:30 to 7:30 p.m. Enrollment is free.
- Free Dump Day will be held at Old Home Manor on Friday, May 15th and Saturday, May 16th from 9:00 a.m. to 3:00 p.m.
- The Town Clerk's Office is accepting nomination papers for Write-In Candidates for the July 21, 2026, Primary Election. Contact the Clerk's Office for more information.
- The Mayor has been doing podcasts to keep the community informed. They can be found on the Town's YouTube page.

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.

MOVED by Vice-Mayor Eric Granillo, seconded by Councilmember Larry Holt to approve Consent Agenda items a, b, and c.

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

NAY: None

6 - 0 Passed - Unanimously

- a. Consideration and possible action to approve a budget capacity transfer in the amount of \$49,459 from the general fund contingency to the police impoundment special revenue fund and to approve the purchase of a Skydio X10 Unmanned Aerial System for \$49,458.59 for the Police Department.
- b. Consideration and possible action to approve Ordinance No. 2026-964 amending Town Code Chapter 110, General Licensing Provisions, regarding business licenses.

- c. Consideration and possible action to approve the March 24, 2026, regular meeting and 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. Consideration and possible action to (i) appoint John Ginn to fill the vacant position on the Town Council, and (ii) administer the Oath of Office to the newly appointed Councilmember.

Recommended Action: Appoint John Ginn to fill the vacant position on the Town Council and administer the Oath of Office.

Erin Deskins, Town Clerk, presented the following:

- The Appointments Subcommittee met on March 19th to review applications for the vacant position and recommended John Ginn with a 2-1 vote.
- Mr. Ginn has reviewed the legal requirements of the Open Meeting Law and is eligible to have the oath of office administered and be seated immediately.

Council discussed the following:

- Councilmember Switzer stated that when the Appointments Subcommittee met, the situation at the time was different with there being potentially five names on the ballot with packets not yet having been turned in. Four people turned in applications for the appointment, two of which were running for Council, one of which will now be on the ballot. He wanted to discuss having that applicant appointed to the Council for continuity of Council. He noted that Mr. Ginn is his neighbor and a fine, upstanding citizen.
- Councilmember Holt stated that he agreed with Councilmember Switzer and stated that he has worked with Mr. Ginn before, but felt it would be better to bring in an applicant who has "a foot in the door."
- Councilmember McCafferty stated that Mr. Ginn is an upstanding citizen, but felt it made the most sense for the Town, and is in the public interest, to bring in an applicant who would very likely be elected to the Council in July.
- Vice-Mayor Granillo stated that he felt Mr. Ginn was the right choice and hoped he would come on for the appointment and decide to run in the next election.
- Mayor Armstrong stated that he stands with the recommendation of the Appointments Subcommittee.

Erin Deskins, Town Clerk, clarified that there were four applications for a councilmember seat, not Mayor.

MOVED by Councilmember Robert Switzer, seconded by Councilmember Larry Holt to appoint John Stankewicz to fill the vacant position on Town Council.

AYE: Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember

Larry Holt, Councilmember Robert Switzer

NAY: Mayor Tom Armstrong, Vice-Mayor Eric Granillo

4 - 2 Passed

- b. Consideration and possible action to approve the Purchase and Sale Agreement and Economic Development Agreement with Chino Valley Rodeo Drive, LLC, in the amount of \$786,500.

Recommended Action: Approve the Purchase and Sale Agreement and the Economic Development Agreement with Chino Valley Rodeo Drive, LLC, in the amount of \$786,500.

Maggie Holmberg, Economic Development Manager, presented the following:

- Gave a few details on the proposed RV Park including parcel size, amount of spaces, and amenities to be offered.
- Discussed the economic impact to the Town during the construction and operational phases.

Terri Denemy, Town Manager, presented the following:

- The incentive being offered to the developer is estimated by Rounds Consulting Group to be paid back to the Town much sooner than 10 years, but if not, the Town is still protected and would get a payment back from the developer in the case they do not reach their incentive marks via TPT. All gift clause requirements have been met, and the Town will be made whole or more.

Pat Cantelme, Sr., Developer, presented the following:

- He stated it had been a wonderful opportunity working with Town staff and felt this RV Park was a good opportunity for Chino Valley Rodeo Drive, LLC, and hoped it would be a good opportunity for the Town.

Council, staff, and the developer discussed the following:

- Councilmember Holt inquired how long it would be before the project got started.
 - Mr. Cantelme stated that they need to start on the engineering to move the wash and extend the road, water, and sewer. They hope to begin within 15 months.
- Councilmember Switzer stated that he felt this was a great opportunity for the developer and the Town.

Mayor Armstrong stated there was a request to speak on the item.

Regina Pecoraro, COO of Compass Training Center, presented the following:

- Since they opened in 2019, they have hosted shooting competitions with hundreds of people who didn't stay in Town, rather in the surrounding cities and towns.
- She stated this RV Park would be a benefit to the Town and bring in a lot of tax money.
- She asked the Council to consider a yes vote.

MOVED by Vice-Mayor Eric Granillo, seconded by Councilmember Robert Switzer to approve the Purchase and Sale Agreement and Economic Development Agreement with Chino Valley Rodeo Drive, LLC, in the amount of \$786,500.

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

NAY: None

6 - 0 Passed - Unanimously

- c. Consideration and possible action to award a Cooperative Purchasing Agreement to Cactus Asphalt for the FY26 Street Improvements Project in an amount not to exceed \$2,950,000.

Recommended Action: Award a cooperative purchasing agreement to Cactus Asphalt for the FY26 Street Improvements project for an amount not to exceed \$2,950,000.

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

- Gave an overview of the proposed project in the amount of \$2,870,933 with a contingency of \$71,066.
- Geotechnical testing and roadside drainage rehab has already been completed.

Council and staff discussed the following:

- Councilmember Holt inquired if staff would be figuring out a way to get the culverts clean.
 - Staff stated that would start next week.
- Councilmember Switzer stated for public awareness that this project would span 13 miles. Prior to this, the Town would only be able to complete about three miles of total rehabilitation. It may not last as long, but will last a long time and the Town is getting much more for the money and a lot more roads improved.
- Councilmember McCafferty inquired if this when through the Capital Improvement Program Citizen's Advisory Committee.
 - Staff stated it went through them and then came to Council for discussion and adjustments. Staff took more steps that have not been done previously to make sure the roads can handle the improvement long term.

MOVED by Vice-Mayor Eric Granillo, seconded by Councilmember John McCafferty to award a Cooperative Purchasing Agreement to Cactus Asphalt for the FY26 Streets Improvements Project in an amount not to exceed \$2,950,000.

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

NAY: None

6 - 0 Passed - Unanimously

- d. Consideration and possible action to approve a budget capacity transfer in the amount of \$302,591 from the wastewater fund to the capital asset replacement fund, highway user revenue fund, and water fund, and to approve the purchase of a 2024 Vac Con Truck for \$392,975.

Recommended Action: a) Approve the budget capacity transfer in the amount of \$302,591 from Wastewater Fund to the following funds:

\$121,823 to the Capital Asset Replacement Fund

\$90,384 to the Highway User Revenue Fund

\$90,384 to the Water Fund; **and**

b) Approve the purchase of a 2024 Vac Con Truck in the amount of \$392,974.70 from Enviro-Clean, for use by Wastewater, Water, Streets, and Parks.

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

- Gave specifics on the proposed truck purchase and compared it to the Town's current truck.
- Discussed how the truck would be functional to multiple departments and outlined the funding of the vehicle from various funds.

Council and staff discussed the following:

- Councilmember Switzer inquired if the vehicle came with a warranty.
 - Staff stated that factory standard warranty on the chasis is for five years. Pumps and other components are between one and five years.
- Councilmember McCafferty inquired if the purchase of the vehicle would impact water and sewer rates.
 - Staff stated it would not go up because of this purchase. Staff stated that purchases such as this could impact rates in the long term, however, because staff has split the allocation of funding for this the wastewater fund will only be impacted by \$90,000 rather than \$600,000. However, staff will be running a new rate model.
- Councilmember Switzer commended staff for their work on this.

MOVED by Vice-Mayor Eric Granillo, seconded by Councilmember Larry Holt to approve a budget capacity transfer in the amount of \$302,591 as presented by staff, and approve the purchase of a 2024 Vac Con Truck for \$392,974.70 from Enviro-Clean for use by wastewater, water, streets, and parks.

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

NAY: None

6 - 0 Passed - Unanimously

- e. Consideration and possible action to approve Resolution No. 2026-1305, authorizing the submission of an application for FY26 State Community Development Block Grant (CDBG) funds; certifying that said application meets the community's previously identified housing and community development needs and the requirements of the state CDBG program; and

authorizing all actions necessary to implement and complete the activities outlined in said application.

Recommended Action: Approve Resolution 2026-1305.

Jessi Sorteberg, Executive Analyst, presented the Resolution to the Council.

MOVED by Vice-Mayor Eric Granillo, seconded by Councilmember Robert Switzer to approve Resolution No. 2026-1305, authorizing the submission of an application for FY26 State CDBG funds; certifying that said application meets the community's previously identified housing and community development needs and the requirements of the state CDBG program; and authoring all actions necessary to implement and complete the activities outlined in said application.

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

NAY: None

6 - 0 Passed - Unanimously

- f. Public hearing, consideration, and possible action to accept funds from the Arizona Department of Housing for the Town of Chino Valley's three-year rotational Community Development Block Grant (CDBG) and authorizing the Mayor to sign said application upon completion by NACOG and Town Staff.

Recommended Action: (i) Hold Public Hearing
(ii) Approve the Senior Center Capacity Expansion Project as the Town's selected project for 2026 CDBG funding.

Jessi Sorteberg, Executive Analyst, presented the following:

- Discussed the CDBG program, who funds it, and who it is meant to benefit.
- Reviewed the qualifications projects must meet to receive the CDBG funds.
- Gave an overview of the past projects the Town has completed with CDBG funds.
- Reviewed the next steps of the process along with deadlines and when the Town can expect contract documents.
- Listed the proposed projects and staff's recommendation based on public input.
- Gave an overview of the proposed project including the scope, cost, and additional funds the Town would need to contribute.

Council and staff discussed the following:

- Councilmember Switzer inquired what would happen to the contingency money if the Town didn't spend it all.
 - Staff stated their understanding is that both applications have to be submitted at the same time and anything not spent would go back. The Town has a possibility to be awarded more money if another community does not pursue the process.

- Councilmember Switzer felt it would be prudent to apply for some extra as a buffer.
- Councilmember McCafferty clarified that they could not apply NACOG money to the Senior Center for another seven years due to restrictions on how often the money could be spent on a senior center.
 - Staff stated that was correct.
- Mayor Armstrong inquired who the final approval would be.
 - Staff stated HUD is the final approval. The application is provided to NACOG, and they move it up the ladder.

Mayor Armstrong opened the public hearing.

There were no requests to speak.

Mayor Armstrong closed the public hearing.

MOVED by Vice-Mayor Eric Granillo, seconded by Councilmember Larry Holt to accept funds from the Arizona Department of Housing for the Town of Chino Valley's three-year rotational CDBG and authorizing the Mayor to sign said application upon completion by NACOG and Town Staff.

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

NAY: None

6 - 0 Passed - Unanimously

7. ADJOURNMENT

MOVED by Councilmember Sherri Phillips, seconded by Vice-Mayor Eric Granillo to adjourn the meeting at 7:20 p.m.

AYE: Mayor Tom Armstrong, Vice-Mayor Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, 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 14th day of April 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 12th day of May, 2026.

Erin N. Deskins

Erin N. Deskins, Town Clerk