

**MINUTES OF THE SPECIAL MEETING OF THE
CAPITAL IMPROVEMENT PROGRAM CITIZEN'S ADVISORY
COMMITTEE OF THE TOWN OF CHINO VALLEY**

WEDNESDAY, AUGUST 5, 2026

4:00 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 4:00 p.m.

Present: Chair Gary Warren, Committee Member Rob Zazueta, Committee Member Charles Brown

Absent: Vice-Chair Michael Ditta

Staff Present: Public Works Director Ryan Anderson, Town Engineer Steven Sullivan, Streets Manager Paul Smith, Deputy Town Clerk Sara Burchill

2. APPROVAL OF MINUTES

- a. Consideration and possible action to approve the March 26, 2026, special meeting minutes.

MOVED by Committee Member Rob Zazueta, seconded by Committee Member Charles Brown to approve the March 26, 2026, special meeting minutes.

AYE: Committee Member Gary Warren, Committee Member Rob Zazueta, Committee Member Charles Brown

NAY: None

3 - 0 Passed - Unanimously

3. NEW BUSINESS

- a. Consideration, discussion, and possible action regarding the proposed Street Improvement Project for FY 26 - 27

Ryan Anderson, Public Works Director, presented the following:

- Staff recently completed the streets program for FY26 and are hoping to get FY27 projects completed by winter. There were funds left unused from the last fiscal year, so staff wanted to get the project done early, so those funds could be utilized in case there is a surplus again.
- Presented the streets staff felt were the most critical that should be done in the upcoming program with the funded \$2 million.
- Reviewed the Pavement Management Report from 2024 that recommends a \$7.4 million budget to reduce backlog and discussed staff's plans to reduce the backlog growth by performing roadway maintenance on 9.2 miles of streets.

- Staff discussed each proposed road, their condition, and the proposed work.

Committee members and staff discussed the following:

- The Committee inquired how much of the proposed work staff anticipate completing before winter.
 - Staff anticipated all of it being done if they could present it to Council and have it awarded this month and plan to start the first or second week of September to have it done before mid-October.
- The Committee inquired about the process and why some roads sat with the chip but no seal for several weeks.
 - Staff stated that it was an issue with the contractor and staff would be presenting a different contractor for the next project. Staff is also proposing a different process to get a better outcome for the upcoming project.
- The Committee inquired if staff had a list of priorities of where to start.
 - Staff stated they do not, they just hoped to do all 24 roads ASAP.
- The Committee inquired about areas around Road 4 1/2 North and their condition since the storms.
 - Staff stated there wasn't any damage, but there is a wash that runs over the road there and at Reed Road and Road 5 North. To fix that issue would require a large box culvert and an elevation change, which would be very costly.
- The Committee inquired how large of an area the pothole crew is able to fix.
 - Staff stated that they just got a new machine that can do larger areas than they could previously but did not specify a measurement.

MOVED by Committee Member Rob Zazueta, seconded by Committee Member Charles Brown to recommend approval of staff recommended 9.2 miles of roadwork.

AYE: Chair Gary Warren, Committee Member Rob Zazueta, Committee Member Charles Brown

NAY: None

3 - 0 Passed - Unanimously

4. ADJOURNMENT

MOVED by Committee Member Charles Brown, seconded by Committee Member Rob Zazueta to adjourn the meeting at 4:17 p.m.

AYE: Committee Member Gary Warren, Committee Member Rob Zazueta, Committee Member Charles Brown

NAY: None

3 - 0 Passed - Unanimously

Submitted: August 12, 2026.

By: *Sara Burchill, Deputy Town Clerk*

Approved: