

**MINUTES OF THE STUDY SESSION, REGULAR MEETING,
AND SPECIAL MEETING OF THE
TOWN COUNCIL OF THE TOWN OF CHINO VALLEY
TUESDAY, JUNE 25, 2024
5:00 PM
COUNCIL CHAMBERS | 202 N. STATE ROUTE 89 | CHINO VALLEY,
ARIZONA 86323**

STUDY SESSION

1. CALL TO ORDER; ROLL CALL

Mayor Miller called the meeting to order at 5:00 p.m.

Present: Mayor Jack Miller; Vice-Mayor Tom Armstrong; Councilmember Annie Perkins; Councilmember Eric Granillo - remote; Councilmember John McCafferty; Councilmember Sherri Phillips; Councilmember Robert Schacherer

Absent:

Staff Present: Town Manager Cindy Blackmore; Town Attorney Andrew McGuire; Assistant Town Manager/Human Resources Director Laura Kyriakakis; Public Affairs Director Terri Denemy; Development Services Director Laurie Lineberry; Finance Director Katie Pehl; Chief of Police Chuck Wynn; Deputy Chief of Police Josh McIntire; Community Services Director Cyndi Thomas; Economic Development Manager Maggie Holmberg (arrived at 5:34 p.m.); Audio Visual Technician Lawrence Digges; Deputy Town Clerk Sara Burchill; Town Clerk Erin N. Deskins

2. Discussion and update regarding an employee housing Intergovernmental Agreement with the Chino Valley Unified School District.

Chuck Wynn, Chief of Police, presented the following:

- Staff had presented to Council a year and a half ago regarding options for workforce housing as a recruitment tool. It was difficult to find something suitable with sewer and water.
- Last year, the school district built 10 mini-homes near the elementary school, which had done really well. They were now looking at adding some duplexes near the high school and the Town had the option to team up with them.
- Introduced John Scholl and Cindy Daniels.

John Scholl, CVUSD Superintendent, presented the following:

- The 10 mini-homes that Chief Wynn mentioned were made for \$1.5 million, \$500,000 of which came from a grant administered by the Yavapai County Education Service Agency as a federal grant through the Department of Education.
- Another opportunity for a much larger grant was coming up this fall and he felt that partnering with the fire district and the Town would make it more attractive. The grant would be a 90% match, and they anticipated each partner having to put in \$100,000. The grant had to go through a school district, but they could bring in partners.
- The district was looking at putting the buildings in the northeast corner of the high school field, anticipating \$3 million total with \$100,000 from each partner.
- The plan was to have four duplex units, eight dwelling units total. Half would be for the district as they were providing the land and 1/3 of cost, two units to the Town for police officers, and two units to CAFMA. Each unit would be three bedrooms, two baths. The utilities available were Town sewer, City of Prescott water, and APS for electricity. There would be no gas service. Water and sewer would be paid through rent and individually metered for APS.
- Provided diagrams and mock-ups of the facilities.
- Provided general information on the grant process.
- Next steps included getting general feelings on the project, then working on the IGA. A letter of interest would be needed from each board/council to move forward.

Council, Mr. Scholl, and staff discussed the following:

- Council inquired if the original housing units near the elementary school were for teachers only.
 - Mr. Scholl stated it was for teachers and staff, and they even had an employee of one of their contractors stay in them for a while through a waiver. But teachers had the priority.
- Council inquired if it was discriminatory against other Town staff members to only allow use by the police department.
 - Mr. Scholl stated that was a discussion for the Town. The district was experiencing difficulty finding teachers and it was a recruitment tool to hire teachers.
 - Discussion ensued regarding Town residents living in the units.
 - Mr. Scholl stated that the units would be on school property which would require any residents to get fingerprint cards. Outside those types of requirements, what the Town decided to do with them was up to the Council.
- Council inquired about the units being on City of Prescott water and if there was any way around it.
 - Mr. Scholl stated that the school's water system was maxed out due to irrigation. There was a loop of Prescott water that fed the campus for fire protection and was the best option for the project. The cost would be passed on to the occupants.
- Council inquired about the cost of rent and the length of time people could live in the units.
 - Mr. Scholl stated those issues would be determined at a later time. Staff members felt that the cost of rent should be the same for everyone, whether teacher, fire, or police. There had not been discussions about specific length or amounts. There were other things to consider as well, such as what portion would go to utilities, state law dictates regarding how the district can spend

teacher housing money once collected, etc. The Town may not have those rules, or the rules may be different. It would all have to be looked into at a later date.

- One councilmember felt they couldn't make a decision if they didn't know about rent and length of residency.
- Mr. Scholl stated there was no decision being made tonight, it was early in the process and premature to figure out answers to those questions when they didn't know if the Council would even be interested.
- Another councilmember clarified that the purpose of the presentation was to learn about the project and get some level of commitment, so the district could continue with their process.
- Council inquired if it would hinder the school's ability to move forward if the Town wanted to hear more but did not end up signing an IGA.
 - Mr. Scholl stated that he wasn't sure as it was a little premature to say. He didn't think it would be a project killer, they might just need to reconfigure depending on what CAFMA wanted to do.
- Council inquired about the size and rent for the smaller units that were recently built.
 - Mr. Scholl stated they were 375 square feet and rent for \$550/month.
 - The majority of Council expressed interest in learning more.

3. Discussion and update regarding the Chino Valley Cemetery.

Terri Denemy, Public Affairs Director, presented the following:

- Ownership of the cemetery was being transferred from the private non-profit organization Chino Valley Cemetery Association (CVCA) to the Town.
- John Ginn was a valued partner in the project and could help with questions.
- Provided a brief history of the cemetery.
- Gave a brief overview of the cemetery and its processes/production.
- Final steps included:
 - ALTA survey
 - Phase 1 assessment
 - Title Report & Title Insurance
 - Meeting with Funeral Homes
- Actions required by Council included:
 - Transfer of property and cemetery funds
 - Adoption of Town Code amendments
 - Adoption of Cemetery Rules & Regulations
- Council would review the following tonight:
 - Current CVCA Regulations,
 - Proposed Code amendments
 - Proposed Rules & Regulations
- Staff reviewed the rules and regulations and codes from other municipalities with cemeteries to see how they operated. Some things required codification, others were more operational and could be set through rules and regulations.
- Presented the Cemetery Association rules and regulations.
 - Much of the rules and regulations staff tried to keep consistent.
- Presented the Town Code Draft (Chapter 91).
 - The first sections were standard terminology language.
 - Gave an overview of the Town code including hours, accounting & funds,

- burial, interment, and disinterment.
- Gave a brief overview of the proposed Rules & Regulations, some of which were carried over from the Town Code.
 - Discussed scenarios that would allow exceptions, including residency restrictions and dates of burial.
- Public Works would be taking care of maintenance and Public Works administration would be taking care of interment administration with the Town Clerk as a backup.
- Grave opening/closing would be contracted out until the staff was trained.

Council and staff discussed the following:

- Council inquired why the Town was assuming authority over the cemetery.
 - Staff stated that it had been managed on a volunteer basis, and it was a lot of work. Those who were involved were looking to retire, and they were not finding others willing to step up. There was also a great amount of history and historical significance to the cemetery.
 - Mayor Miller stated that he and John Ginn had talked about it and decided to bring it to the Town.
- Council inquired how long it took to get a headstone placed.
 - Mr. Ginn stated that it depended on the size and weight of the headstone because if they were placed too early they would settle and sink into the ground. The usually recommended six months to a year before placement.
- Council inquired what the oldest burial was.
 - Staff stated the first legitimate recorded burial was 1922, while the oldest person was born in 1848.
- Council inquired how much it would cost to finish the cemetery.
 - Staff stated the association had done a great job, and had 50 volunteers come in and do a big clean-up before Memorial Day. There was not a lot that needed to be done. Staff thought the Town might want to improve some signage and waste bins and those items would be brought to Council at a later time.
- One councilmember felt it could use some more rock for when it gets muddy during rain events.

4. ADJOURNMENT

MOVED by Councilmember Sherri Phillips, seconded by Councilmember Annie Perkins to adjourn the meeting at 5:48 p.m.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

NAY: None

7 - 0 Passed - Unanimously

REGULAR MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL

Mayor Miller called the meeting to order at 6:01 p.m. and led the Pledge of Allegiance.

Present: Mayor Jack Miller; Vice-Mayor Tom Armstrong; Councilmember Annie Perkins; Councilmember Eric Granillo - remote; Councilmember John McCafferty; Councilmember Sherri Phillips; Councilmember Robert Schacherer

Absent:

Staff Present: Town Manager Cindy Blackmore; Town Attorney Andrew McGuire; Officer Dianne Enriquez (Sgt at Arms); Assistant Town Manager/Human Resources Director Laura Kyriakakis; Public Affairs Director Terri Denemy; Development Services Director Laurie Lineberry; Finance Director Katie Pehl; Public Works Director/Town Engineer Frank Marbury - remote; Chief of Police Chuck Wynn; Deputy Chief of Police Josh McIntire; Lieutenant Amy Chamberlin; Sergeant Jon Szymanski; Officer Dylan Wilhide; Community Services Director Cyndi Thomas; Economic Development Manager Maggie Holmberg; IT Manager Spencer Guest; Audio Visual Technician Lawrence Digges; Deputy Town Clerk Sara Burchill; Town Clerk Erin N. Deskins

2. INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

- a. Introduction of the Chino Valley Police Department's newest officer, Dylan Wilhide, and update of recent promotions regarding Lieutenant Amy Chamberlin and Sergeant Jon Szymanski by Deputy Chief McIntire.

Josh McIntire, Deputy Police Chief, presented the following:

- Introduced Amy Chamberlin and gave an overview of her background. She was selected to fill the role of Lieutenant and will oversee the patrol division.
- Introduced John Szymanski and gave an overview of his background. He was selected to fill the role of Sergeant and was assigned to supervise a squad within the patrol division.
- Introduced Dylan Wilhide and gave an overview of his background. He would be serving as a patrol officer.

- b. Update on recent promotions of Terri Denemy to Public Affairs Director and Laura Kyriakakis to Assistant Town Manager / Human Resources Director.

Cindy Blackmore, Town Manager, presented the following:

- Changes were made based on Council's priority for a more effective government. The changes would allow more responsive and transparent operation.

- Introduced Terri Denemy.
 - Ms. Denemy was happy to be able to use creative media to increase transparency, communication, and public outreach.
- Introduced Laura Kyriakakis.
 - Ms. Kyriakakis thanked Ms. Blackmore for an opportunity that would maximize staff efficiencies without adding a new position to payroll and found it to be a creative solution that was fiscally responsible, but satisfied a leadership need.

c. Presentation from the Parks & Recreation Advisory Board.

Cyndi Thomas, Community Services Director, presented the following:

- Parks & Recreation Advisory Board (PRAB) bylaws were updated in 2023 which stated that an update would be given to Council once per year.
- Introduced the board members in attendance.

Celia van der Molen, Parks & Recreation Advisory Board (PRAB) Chair, presented the following:

- Gave a brief history of her background.
- The goal of the presentation was to outline the Board's focus over the last year and make sure they were in line with Council's focus, particularly they wanted to make sure they were adhering to the 2040 General Plan, specifically sections PRN-1 and PRN-2.
- The Board sent out a survey to the community and asked what was most important to their families. Over 60% said adventure/outdoor activities.
- Short-term goals included:
 - Adding amenities to existing parks.
 - Adding lighting to existing ball fields.
 - Creating master plans for parks and trails.
 - Connection of the Peavine Trail to Prescott.
- Long-term goals included:
 - Focusing on Old Home Manor (OHM) and what could be done there in the next five to 10 years.
 - Amphitheater and activity lawn, adding outdoor activities such as additional ball fields and courts, and a multi-use building.
 - Adding more outdoor activities.
- Provided aerial views of the parks and discussed plans for each including:
 - Pickleball courts
 - Restrooms
 - Passive parks
 - Non-regulation ball fields
 - Improving landscaping
 - Adding playground equipment
 - Provided a schematic that the Board had developed in past years for OHM.
 - The Board understood that many of these were big ticket items, and they wanted to be sensitive to that and were exploring alternative funding opportunities.
 - The Board was also focused on making sure that everything they proposed

would link to the new State Park as it was a valuable asset to the community.

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 that is not on the agenda. 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 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. 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.

Mayor Miller presented the following:

- Coffee with Cops would be held tomorrow at Overflow at 8:00 a.m.

- b. Status report by Town Manager Cindy Blackmore regarding Town accomplishments, and current and upcoming projects.

Cindy Blackmore, Town Manager, presented the following:

- Movie Night at the Pool was scheduled for Friday, June 28th.
- The All American Bash was scheduled for July 6th and would include contests, games, music, and food.
- Territorial Days were scheduled for August 31st through September 1st.

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.

Councilmember Perkins announced conflict of interest on item 5(a) and recused herself.

Councilmember McCafferty removed item 5(b).

MOVED by Vice-Mayor Tom Armstrong, seconded by Councilmember John McCafferty to approve Consent Agenda item a.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

NAY: None

6 - 0 Passed – Unanimously

- a. Consideration and possible action to approve the Professional Services Agreement with Mark Holmes LLC for professional water consulting services for up to five years, beginning July 1, 2024, for an annual amount not to exceed \$70,000 and a maximum aggregate not to exceed \$350,000.
- b. Consideration and possible action to approve the Second Amendment to the Accountability Contract between the Town of Chino Valley and the Chino Valley Chamber of Commerce, renewing the contract for an additional term from July 1, 2024, through June 30, 2025.

Council inquired about the financial impact of the item as the staff report stated N/A under that heading.

- Staff stated that the contract was for up to \$60,000 paid in three installments over the year and was included in the budget.

MOVED by Vice-Mayor Tom Armstrong, seconded by Councilmember John McCafferty to approve Consent Agenda item 5(b).

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

NAY: None

6 - 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 award a professional services agreement to Sketch Landscape Architecture Studio, LLC, for preliminary planning and landscape documents for

three existing Town of Chino Valley parks for \$125,000.

Recommended Action: Award a professional services agreement to Sketch Landscape Architecture Studio, LLC, for preliminary planning and landscape documents for three existing Town of Chino Valley parks for \$125,000.

Cyndi Thomas, Community Services Director, presented the following:

- One of the PRAB priorities was completing Community Center Park Phase Three. Staff had money budgeted to look at design, concept, and documents for all parks, including Community Center Park, Appaloosa Meadows, and Center Street Park.
- This was just for design, not construction, but would hopefully make plans shovel ready. Staff was not asking for funding, but to proceed with the design concepts, so when money does become available, staff would be able to move forward.

Council and staff discussed the following:

- Council inquired about Appaloosa Meadows which was currently used as water retention for the nearby development.
 - Staff stated they were looking at the west side, which was completely flat.
- Council asked for clarification that Center Street was the park commonly known as Cat Park.
 - Staff stated that was correct.
- Council inquired if the designs would include engineering.
 - The consultant stated that the plans would include engineering as well.

MOVED by Vice-Mayor Tom Armstrong, seconded by Councilmember John McCafferty to award a professional services agreement to Sketch Landscape Architecture Studio, LLC, for preliminary planning and landscape documents for three existing Town of Chino Valley parks for \$125,000.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

NAY: None

7 - 0 Passed – Unanimously

- b. Consideration and possible action to approve the Second Amendment to the Amended Lease Agreement between the Town of Chino Valley and Yavapai County Community College District memorializing the extension of the current lease for an additional ten-year term, through April 18, 2035.

Recommended Action: Approve the Second Amendment to the Amended Lease Agreement between the Town of Chino Valley and Yavapai County Community College District memorializing the extension of the current lease for an additional ten-year term, through April 18, 2035.

Terri Denemy, Public Affairs Director, presented the following:

- This item had been brought to Council on February 27, 2024, and there was a request to negotiate regarding motorized sports vehicles. Staff explored that request, but ultimately, the college was not interested in modifying the language of the lease.
- The current lease to renew for another 10 year term only required that the college notify the Town at least a year in advance of their intent to renew, and it would automatically renew. Bringing the item to Council as a Second Amendment was an action to memorialize that fact.

Council and staff discussed the following:

- Council inquired if they would be able to negotiate in 2025.
 - Staff stated that they were in their second 10-year term and would have another term thereafter to automatically renew through the same process.

MOVED by Vice-Mayor Tom Armstrong, seconded by Councilmember Sherri Phillips to approve the Second Amendment to the Amended Lease Agreement between the Town of Chino Valley and Yavapai County Community College District memorializing the extension of the current lease for another ten-year term, through April 18, 2035.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Eric Granillo, Councilmember Sherri Phillips

NAY: Councilmember Annie Perkins, Councilmember John McCafferty, Councilmember Robert Schacherer

4 - 3 Passed

- c. Public Hearing regarding Resolution No. 2024-1257, relating to the Town's Final Budget for Fiscal Year 2024/2025 and the proposed expenditure limitation for the same year, in the amount of \$52,457,308.

Recommended Action: Hold the Public Hearing.

Katie Pehl, Finance Director, presented the following:

- The budget proposed was \$52,457,308.
- Provided pie charts to show revenues and expenditures.
- Provided an explanation of revenues and what expenditures they covered.

Council and staff discussed the following:

- Council inquired if there was a plan to address the wastewater funds trending negatively.
 - Staff stated that Chino Valley was in a unique situation with the small scale of customers. The rate changes approved by Council in December would help combat that and staff would continue to monitor the fund to make sure it was on track.
- Council inquired about the Governor signing bills that moved money away from the WIFA fund and what impact that might have on the Town.

- Staff stated that it would potentially impact the Town's ability to get any forgivable interest loans, and it might be more competitive. However, the Town was a disadvantaged water and wastewater system and would hopefully be seen as a priority.
- Council inquired about \$1 million out of the \$7.8 million in rollovers which staff stated was budgeted as operations.
 - Staff stated it was the split between one-time operating expenses and capital. \$1 million was for things budgeted for one-time operations.
 - Councilmember McCafferty inquired if it would be possible to pull 10% from the remaining \$6.8 million for the Town Manager/Council to decide where it should go later should they choose to fund pickleball courts or install ballfield lighting or pay off a WIFA loan.
 - Andrew McGuire, Town Attorney, stated that the budget as adopted was just a budget document. Transfers within line items after adoption were permitted throughout the year and the Council could give that direction at any time without making modifications to the budget document.
 - Councilmember McCafferty stated that his intent was to take 10% off the rollovers to be able to use it for something tangible.
- Council inquired if there were penalties for paying off WIFA loans early.
 - Staff stated that, typically, they could be paid off early.
- Council inquired if the purchase of land at Del Rio Springs would include buildings that could be a liability.
 - Staff stated that the item was just a placeholder. The piece of property did have buildings of historical significance and the Town had been approached to see if there was interest in buying it. Staff put in the placeholder as recommended by the Capital Improvements Program Citizens Advisory Committee. If the budget was approved with that placeholder, staff would bring the item back to Council with supporting documents and data for discussion and decision. The Town was not committed to a purchase by approving the budget.
 - Councilmember Schacherer stated that he went on a tour of the land and the buildings were presented as a highlight and wondered why other entities did not want to purchase it.
 - Staff stated that Trust for Public Land wanted to buy the property, but they could only get so much funding, and they did not have enough to purchase it. They still had the option on it, and they were looking for other ways to obtain the property, so they approached the Town to see if there was interest.
 - Councilmember Schacherer stated that the only thing to do with the buildings was demolish them.
- Vice-Mayor Armstrong stated that a lot of questions and discussion led him to review the entirety of the budget, and he found nothing wrong with it.
- Council inquired about the in-progress items on the rollovers being about \$2.5 million and if that would bring down the \$7.8 million figure.
 - Staff stated that if it was not completed by June it had to be rolled over as the Town paid for any expenditures that actually occurred during the year. In progress construction would get an in-progress billing for whatever was completed on June 30th and that would be paid out of the current year's

budget, but anything after that date would be paid out of the next year's budget. There needed to be enough in the rollover as staff could not be sure if some of the projects would end on June 30th.

- Council inquired about vehicles that Fleet was requesting in lieu of the vehicles requested last budget year and if those vehicles could still be purchased.
 - Staff stated that the fleet truck was more expensive than they thought it would be due to additional options they wanted on it. Staff did not include that on the rollover list, but rather put in a new supplemental item. Although it was in the current year's budget, they would not be spending any of that money.

Mayor Miller opened the Public Hearing.

There were no requests to speak on this item.

Mayor Miller closed the Public Hearing.

- Councilmember Perkins stated that the public had been raising concerns about recent changes in departments and proposed having all employees participate in an anonymous survey of their department heads and the Town Manager before merit increases went into effect.
 - Staff and Council discussed the feasibility of getting such a task completed by the end of the fiscal year.
 - Andrew McGuire, Town Attorney, stated that he wasn't sure that the request fit in with this item, but they were free to use funds to direct the manager to have a task of that sort funded. There were no policy documents to go along with the Town budget, so there wasn't a place for that action tonight, but could be directed to happen for the next evaluation period.
 - Councilmember Perkins clarified that the request was for the current merit increases.
 - Andrew McGuire, Town Attorney, stated that if Council wanted to take the merit increase away they could do that.
 - Council inquired if they could reinstate merit raises at a later date if they were taken out of the budget.
 - Staff stated they could not.
 - Staff stated there were pros and cons to 360-type reviews, and they were used less and less because employees sometimes used them as a tool to affect their boss if they weren't well liked. The Town currently used a pay-for-performance process.
 - Andrew McGuire, Town Attorney, stated that he didn't think there was anything outside the Council's authority to fulfill that request, but he was concerned about the timing and other concerns that he couldn't speak about in this forum.

MOVED by Vice-Mayor Tom Armstrong, seconded by Councilmember Annie Perkins to adjourn into Executive Session at 6:59 p.m.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

NAY: None

7 - 0 Passed - Unanimously

The regular meeting reconvened at 7:38 p.m.

- d. Public Hearing regarding Resolution No. 2024-1263, relating to the Statements and Estimates of Expenses of the Town of Chino Valley Street Lighting Improvement Districts for Fiscal Year 2024/2025, which shall constitute the budgets of the Districts for Fiscal Year 2024/2025.

Recommended Action: Hold the Public Hearing.

Katie Pehl, Finance Director, presented the following:

- The total expenditures for the Chino Valley Street Lighting District were \$4,350. Staff would bring another item to Council on June 9th to have the tax levy set for the district.

Mayor Miller opened the Public Hearing.

There were no requests to speak on this item.

Mayor Miller closed the Public Hearing.

- e. Public Hearing regarding Resolution No. 2024-1265, relating to the Statement and Estimate of Expenses of the Del Sol Maintenance Improvement District for Fiscal Year 2024/2025, which shall constitute the budget of the District for Fiscal Year 2024/2025.

Recommended Action: Hold the Public Hearing.

Katie Pehl, Finance Director, presented the following:

- This was regarding maintenance on the common areas of Del Sol. This was the first year the Town would be setting a budget for the district.

Mayor Miller opened the Public Hearing.

There were no requests to speak on this item.

Mayor Miller closed the Public Hearing.

7. ADJOURNMENT

MOVED by Councilmember Sherri Phillips, seconded by Vice-Mayor Tom Armstrong to adjourn the meeting at 7:41 p.m.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

NAY: None

7 - 0 Passed – Unanimously

SPECIAL MEETING

1. CALL TO ORDER; ROLL CALL

Mayor Miller called the meeting to order at 7:41 p.m.

Present: Mayor Jack Miller; Vice-Mayor Tom Armstrong; Councilmember Annie Perkins; Councilmember Eric Granillo - remote; Councilmember John McCafferty; Councilmember Sherri Phillips; Councilmember Robert Schacherer

Absent:

Staff Present: Town Manager Cindy Blackmore; Town Attorney Andrew McGuire; Officer Dianne Enriquez (Sgt at Arms); Assistant Town Manager/Human Resources Director Laura Kyriakakis; Public Affairs Director Terri Denemy; Development Services Director Laurie Lineberry; Finance Director Katie Pehl; Public Works Director/Town Engineer Frank Marbury - remote; Chief of Police Chuck Wynn; Deputy Chief of Police Josh McIntire; Lieutenant Amy Chamberlin; Sergeant Jon Szymanski; Officer Dylan Wilhide; Community Services Director Cyndi Thomas; Economic Development Manager Maggie Holmberg; IT Manager Spencer Guest; Audio Visual Technician Lawrence Digges; Deputy Town Clerk Sara Burchill; Town Clerk Erin N. Deskins

2. Consideration and possible action to approve Resolution No. 2024-1257, relating to the Town's Final Budget for Fiscal Year 2024-2025 and the proposed expenditure limitation for the same year, in the amount of \$52,457,308.

Council and staff discussed the following:

- Council raised concerns regarding the increase in personnel (28.5%) vs the increase in town residency (8%) and revenue.
 - Councilmember McCafferty proposed curbing government growth and removing additional staff positions except two part-time positions (one for the court and one for the library) and use the saved revenue to pay off a WIFA loan. Councilmember McCafferty felt that the Town was spending too much on salaries and benefits and not enough on tangible projects with direct benefits to the community.
 - Another councilmember agreed with removing the additional staff positions and felt that the land purchase at Del Rio Springs should also be removed.
- Councilmember Perkins stated that the request for the anonymous staff survey of department heads could not be accomplished for this budget but cautioned staff that the people of Chino Valley were having a hard time processing the amount the Town was spending on staff and requested that transparency be increased, possibly by sharing the bi-weekly reports that were sent to Council.

- Council further inquired about what staff positions would be lost if only the two part-time positions were approved.
 - Staff clarified that the positions to be omitted would include one streets maintenance worker, one parks maintenance worker, two police officers, and one part-time police services specialist.
 - Some councilmembers struggled with cutting the officer positions.
 - Staff clarified the Police Department's staffing position. The added positions would take the department to 34 officers, not 37 as previously stated in a prior study session.
 - Council suggested giving the Police Department over hire authority to gap periods of time when someone leaves or is out on extended sick leave.
 - Council and staff continued to discuss the intricacies of the department and the challenges of staffing to provide the officers with 10-hour shifts.
 - Council asked if parks would be able to make do without an additional maintenance worker.
 - Staff stated they had hoped to convert a part-time position to a full-time position for the added cemetery maintenance and make up for the added landscaping for the Police Department.
 - Staff stated the streets worker was to help with some of the new hot mix asphalt equipment the department was looking at getting.

MOVED by Vice-Mayor Tom Armstrong, seconded by Councilmember Sherri Phillips to approve Resolution No. 2024-1257 adopting the Fiscal Year 24/25 final budget and establishing the Fiscal Year 2024-2025 expenditure limitation.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember Sherri Phillips

NAY: Councilmember John McCafferty, Councilmember Robert Schacherer

5 - 2 Passed

[The vote on the original motion took place after the motion to amend was voted on]

MOVED by Councilmember John McCafferty, seconded by Councilmember Robert Schacherer to AMEND the original motion to fund only two half-time positions (part-time court clerk and part-time library) for this fiscal year.

AYE: Councilmember John McCafferty, Councilmember Robert Schacherer

NAY: Mayor Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember Sherri Phillips

2 - 5 Failed

3. **Consideration and possible action to approve Resolution No. 2024-1263, relating to the Statements and Estimates of Expenses of the Town of Chino Valley Street Lighting Improvement Districts for Fiscal Year 2024-2025, which shall constitute and are approved as the final budgets of the Districts for Fiscal Year 2024-2025.**

There was no discussion on this item.

MOVED by Vice-Mayor Tom Armstrong, seconded by Councilmember Sherri Phillips to approve Resolution No. 2024-1263 relating to the statements and estimates of expenses of the Town of Chino Valley Street Lighting Improvements District for Fiscal Year 24-25 which shall constitute and are approved as the final budgets of the Districts for Fiscal Year 2024-2025.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

NAY: None

7 - 0 Passed – Unanimously

4. **Consideration and possible action to approve Resolution No. 2024-1265, relating to the Statement and Estimate of Expenses of the Del Sol Maintenance Improvement District for Fiscal Year 2024/2025, which shall constitute and are approved as the final budget of the District for Fiscal Year 2024/2025.**

There was no discussion on this item.

MOVED by Vice-Mayor Tom Armstrong, seconded by Councilmember Annie Perkins to approve Resolution No. 2024-1265 relating to the statements and estimates of expenses of the Del Sol Maintenance Improvement Districts for Fiscal Year 24-25 which shall constitute and are approved as the final budget of the District for Fiscal Year 24-25.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

NAY: None

7 - 0 Passed – Unanimously

5. **ADJOURNMENT**

MOVED by Councilmember Sherri Phillips, seconded by Councilmember John McCafferty to adjourn the meeting at 8:05 p.m.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

NAY: None

7 - 0 Passed – Unanimously



Jack W. Miller, 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 Study Session, Regular Meeting, and Special Meeting of the Town Council of the Town of Chino Valley, Arizona held on the 25th day of June, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 13th day of August, 2024.

Erin N. Deskins

Erin N. Deskins, Town Clerk