

DRAFT

TOWN OF CHINO VALLEY TOWN COUNCIL ECONOMIC DEVELOPMENT SUBCOMMITTEE MINUTES

TUESDAY, FEBRUARY 21, 2017
3:00 P.M.

The Town Council Economic Development Subcommittee of the Town of Chino Valley, Arizona, convened for a public meeting in the Council Chambers Conference Room, located at 202 N. State Route 89, Chino Valley, Arizona.

1) **CALL TO ORDER**

2) **ROLL CALL**

Present: Susie Cuka, Councilmember (Chair); Darryl Croft, Mayor; Corey Mendoza, Councilmember

Staff Present: Cecilia Grittmann, Interim Town Manager
Michael Lopez, Public Works Director/Town Engineer
Ruth Mayday, Development Services Director

Attendees: Arlene Alen

3) **APPROVAL OF MINUTES**

- a) Consideration and possible action to accept the January 17, 2017 meeting minutes.

MOVED by Mayor Darryl Croft, seconded by Councilmember Corey Mendoza to accept the January 17, 2017 meeting minutes.

Vote: 3 - 0 PASSED - Unanimously

4) **CALL TO THE PUBLIC**

Call to the Public is an opportunity for the public to address the Subcommittee concerning a subject that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 15 minutes per meeting. Committee 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.

There was no response to call to the public.

5) **OLD BUSINESS**

There was no old business.

6) NEW BUSINESS

- a) Presentation, discussion and possible action regarding EPS Group's proposal for a master plan to develop Old Home Manor Industrial Park.

EPS - Engineers Planners & Surveyors

Information was presented by planner, Jackie Guthrie, Brandon Sawyer, civil engineer and Tom Snyder, landscape architect. Architect, Sergio Martinez was not present at the meeting.

Brandon Sawyer

- EPS is an Arizona based firm established in 2003. There are 200 plus years of experience within the company. They employ 130 people with offices in Mesa, Tucson and Avondale.
- The firm has been the contract city engineer for Litchfield Park, Wickenburg, Wilcox, City of Buckeye, City of Tolleson and the Pine-Strawberry Water District.
- In the City of Tolleson they assisted with the creation of what has become the industrial center of the Valley which includes distribution hubs for Pepsico, Saralee, Albertsons & Frys.
- The firm is familiar with how to meet the needs of a smaller communities.
- Things that were considered with the industrial park in Buckeye were the optimal location relative to I-10, the railroad and truck routes.
- Water & sewer availability.
- Communications has to be available for WIFI and internet.
- It is unclear whether I-40 is too far from Chino Valley or if it is in a favorable proximity to I-40.

Jackie Guthrie

- As a planner she has worked with cities, towns and tribal communities including Eloy, Queen Creek, and Benson, Gilbert and Casa Grande as well as the Pinetop/Lakeside trail system. She has also worked with private sector developers and clients.
- EPS created their first General Plan for the Town of Queen Creek and over the past 20 years has developed 7 additional plans. The firm also created General Plans for Benson and the City of Chandler.
- She helped to develop Cotton Center in South Phoenix which is an example of an industrial park in a smaller area like Chino Valley.

Tom Snyder

- As a landscape architect he has worked on master planning of industrial, commercial, retail, medical and mixed-use sites.
- He worked with ADOT/ Town of Superior Streetscape and Gateway on US 60. The firm developed, designed & implemented the streetscape which included landscape, civil engineering, drainage and infrastructure.
- Developed Heritage Park in Marana to include a 5000 sf splash pad with an agrarian theme.
- Currently working on the Scottsdale Boardwalk at Talking Stick Resort which is a 40 acre project to create a destination place to include an entertainment district with canals and waterfront.
- The Old Home Manor Industrial Park could link the industrial park with the community and connect to open spaces, schools and existing residential areas.

Land use concept

- Old Home Manor is an 800 acre area of Town owned land with a designated 200 acre Industrial Park on the west end. Access to the site is poor and road improvement is required.

Project Approach

- Identify the economic base for Chino Valley.
- Team with Town of Chino Valley.
- Need input from stakeholders including real estate agents, developers, local business and general public
- Build flexibility into the industrial park.
- EPS will use Skype, video conferencing and Go to Meeting as well as emails and texts to communicate with the Town staff. This will save money.

EPS plans to create this master plan in phases.

- A. Master Plan Documentation – Phases 1-9 with various Tasks to be completed in each Phase.
- B. Zoning/Planned Area Development (PAD) overlay – Tasks 1-3
- C. Covenants, Codes & Restrictions (CC &R's) – Tasks 1-2
- D. Development Assistance – Tasks 1-7

The costs for each Phase or Task is identified.

Comments by the Committee and Town Staff after the presentation:

- The EPS cost 250,000 which is \$100,000 more than Dowl.
- EPS included every possible thing the Town might want.
- Presentation was extensive & detailed.
- Review Scope & Fee and decide what work the Town wants to have done.
- Like the idea of public participation
- They have already worked on the horse park project for the Town
- They have worked with similar sized towns in Arizona
- The Conceptual Plan needs to be created first.

- b) Presentation, discussion and possible action regarding Dowl Engineering's proposal for a master plan to develop Old Home Manor Industrial Park.

Eric Neal - Project Manager (6 months) and Reid Stapleton Master Planner (1 year) at Dowl Engineering. They presented a proposal for a Master Plan to develop the Old Home Manor Industrial Park.

Dowl Engineering has done industrial master plans all over the western states. Their master plans have received "Shovel Ready Certification."

What does the Town want to achieve? They would work with the Town to establish guiding principles. They would obtain market input for the site and identify the character and market dynamics that would make a company want to relocate to Chino Valley.

They have created a matrix of Industries which include

- Industry Profiles
- Typical site required, size for each type of industry, grade, land contours
- Rail Access
- Water, sewer, gas & electricity availability

Phase 1

- Meet with economist or an expert review panel made up of local realtors, brokers and business owners to gather information and identify market dynamics.
- Review Matrix of Industries and what is needed for various industries.

Phase 2

- What are the existing condition of the site?
- Work with Town GIS specialist to create a base map.
- Use market industry profiles to develop plan and answer questions such as:
 - Where is the front door/entry into the industrial park?
 - How to create a sense of arrival?
 - They would work to understand the recreational desires for the site.
 - During Phase 2 they would create 3 alternative master plans.

Phase 3

- Refine the 3 alternative master plans.
- Traffic analysis

Phase 4-5

- Identify water, sewer needs to create master plan.
- Identify power and private utilities providers.
- Determine infrastructure cost.

Phase 6

- Create an artistic master plan.
- Construction cost estimate for each phase.
- Work with the Town regarding recommended industries.
- Design uses.
- What frontage improvements are required?
- Delve into what a realistic user is going to want in the master plan and tailor to the possibilities
- The master plan should present to prospective buying usable information to sell lots and/or convince industries to come to Chino Valley.

Eric Neal estimated a timeline of 6 months to create the master plan. The cost estimate for the 6 phases is about \$25,000 per phase and would cost \$125,000 to \$150,000. The front end work could be done and then other phases added as needed. Eric Neal explained that Dowl Engineering is located in large cities all over the west and has offices in Tempe and Tucson. Many Dowl offices are located in small towns and built on small town engineering.

Ruth Mayday stated that Jim Rounds is doing an economic assessment.

Michael Lopez liked the idea of using a focus group in order to get an understanding of the local market.

Lee Borst and John Kuzicki of Realty Executives were present.

The Committee decided to have another Economic Development Committee meeting on March 7, 2017 to discuss the proposals. Ruth Mayday and Michael Lopez will review the 2 plans and make a recommendation to the Committee at the March 7th meeting.

7) **ADJOURNMENT**

MOVED by Councilmember Corey Mendoza, seconded by Councilmember (Chair) Susie Cuka to adjourn the meeting.

Vote: 3 - 0 PASSED - Unanimously

Dated this 14th day of March, 2017.

By: *Amy Lansa, Town Clerk Assistant*

Approved: _____