

**MINUTES OF THE STUDY SESSION  
OF THE TOWN COUNCIL OF THE TOWN OF CHINO VALLEY**

**TUESDAY, MAY 9, 2023  
5:00 P.M.**

**CHINO VALLEY COUNCIL CHAMBERS  
202 N. STATE ROUTE 89, CHINO VALLEY, AZ**

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

Staff Present: Town Manager Cindy Blackmore; Town Attorney Andrew McGuire (remote); Assistant to the Town Manager Terri Denemy; Administrative Services Director Joe Duffy; Human Resources Director Laura Kyriakakis; Public Works Director/Town Engineer Frank Marbury; Street Superintendent Mark Davis; Streets Foreman Paul Smith; Community Services Director Cyndi Thomas; Public Information Officer Jean Knight; Audio Visual Technician Lawrence Digges; Town Clerk Erin N. Deskins

**1) CALL TO ORDER; ROLL CALL**

Mayor Miller called the meeting to order at 5:01 p.m.

**2) Discussion regarding the proposed 5-Year Capital Improvement Plan (CIP). Will include a review of the comprehensive Roads capital improvement needs and costs, followed by proposed 5-Year CIP Plans for Streets, Water, Sewer and General fund.**

Frank Marbury, Town Engineer, presented the following:

- The CIP plan concentrated on streets.
- Mr. Marbury introduced Mark Davis, Streets Superintendent, and Paul Smith, Streets Foreman.
- Staff had looked at the whole network of Town roads and what the ultimate solution would be if money were no object. Staff came up with \$86 million to fix everything in an ultimate solution. That wasn't achievable. The \$86 million figure included \$5 million in design, \$4 million in Right-of-Way (ROW) acquisition, \$10 million in utility extensions, \$67 million in road construction. Divided by 10 years, it would be about \$9 million per year.
- \$50 million would be in the major roads carrying most of the traffic, and \$36 million would be in local roads that were starting to see degradation.
- Mr. Marbury provided a breakdown of the projects contained in the "ultimate solution."
- Staff developed a map of what the major roads would ideally look like. Towards the center of Town there would be three-laned roads with bike lanes and sidewalks near denser populations such as Chino Meadows, Highlands Ranch, and Bright Star. Between Perkinsville Road and 2 North there would be 10-foot-wide sidewalks or multi-use paths

to get bike traffic off the roadway. The more rural sections with larger lots would be basic two-lane roads with a wider paved shoulder for cars to get off if they broke down or people needed to walk. It would also provide more pavement to put out garbage cans so the edges of the roads wouldn't experience edge failure. Around the boundaries and outskirts of town, an unpaved pathway would be provided to create a trail system. This would provide a place to walk, bike, or for equine use.

- Next year staff would utilize the Pavement Management System. Mr. Marbury presented a graph showing how a road degraded, at what rate, and at what cost over time.
- Mr. Marbury presented another map showing the reality of what staff was working with, which included eight different projects that staff was looking at to replace or repair what was currently there. The dollar amounts did not include extras like widening the roads or curbs.
  - Mr. Marbury outlined the future planned roads projects starting with Road 1 East starting at Juniper going past Territorial School to Perkinsville Road. This project would include looking at some pipes under the road.
- Most projects did not include utilities. However, staff did recommend including utilities in Luna Estates behind the McDonald's and Up In Smoke BBQ or at least getting utilities to the commercial buildings. Staff also recommended utilities for the Yavapai Mobile Home Estates behind Bon Fire.
- Mr. Marbury presented a map that outlined the neighborhoods that were suddenly needing road maintenance after large storms like Sunrise, Chino Lakes, and Vista Grande.
- Mr. Marbury presented a 10-11 year program as a priority list starting with East Road 2 North, followed by Reed Road, Perkinsville Road over two years, West Road 4 North, Chino Meadows (phase 1), Road 1 West, Center Street, Chino Meadows (phase 2), East Road 4 North, and Outerloop. Staff hoped to have a better plan next year after completing the Pavement Management Program.

Cindy Blackmore, Town Manager, presented the following:

- Laying out the "ultimate solution" was a good exercise for staff to give them a reality check and lay out plans for additional funding in the coming years.
- Until the Town was able to obtain an additional funding source, this would be the level of funding the Town could put towards roads in the coming years.

Council and staff discussed the following:

- Council asked if the Town had equipment to do some of the work without putting out bids.
  - Mr. Marbury stated that the Town was not set up with the size crew or equipment that would be needed to do the hot asphalt paving that was needed. However, the Town did recently acquire a roller to do some of the heavier patching jobs that were needed.
    - Andrew McGuire, Town Attorney, stated that there were two encumbrances to self-performed work:
      - the Town was prohibited from doing work other than through the procurement methods allowed by the state;
      - there was a small exception that allowed for horizontal construction to do a small amount using a formula that was calculated based on the annual price deflator, which was usually around a couple hundred thousand dollars.
- Council asked if it would be more useful to move the money suggested for Rodeo Drive to another road that was used more often.
  - Mr. Marbury stated that was why it had been put on the side, because it was part of

the Old Home Manor Master Plan that was developed and it would be dependent on money availability. Money from the sale of that land would also be used to support new infrastructure.

- Council mentioned the harsh conditions of Road 1 West on the south end of town and on the north end of Town from the school to Road 3 North.
  - Mr. Marbury stated that road was starting to "alligator" and could use some attention, even though they weren't on the list. He suggested chip sealing as a band aid until some of the other roads could get worked on. The Pavement Management Program would really help to identify which roads needed attention first.
- Council asked if the estimates were so high because they all included utility installation under the roads.
  - Mr. Marbury stated that approximately \$10 million of the \$86 million estimate was for utilities. The most recently awarded bid was for \$4.3 million and half of that was to install utilities.
- Council asked about the quoted amounts for "right-of-way."
  - Mr. Marbury stated those dollar amounts were in reference to acquiring the right-of-way. There were some areas where the Town did not own enough roadway or even any of it. The "ultimate solution" map showed roads based on an 80-foot right-of-way. The rights-of-way in town varied from 0-50 feet. Almost every road would need to be widened to 80 feet.
- Council asked if there was any way to tie in roads and infrastructure projects to additional funds or if any federal funds were available.
  - Ms. Blackmore stated that Maggie Tidaback, Economic Development Project Manager, was always looking for funding and could usually get a little bit every year. The Town had received a large amount of money from the federal government over the last few years and was able to do large projects because of them, but that money was drying up now.
  - Mr. Marbury stated that one grant avenue that was being pursued was improvements for the Perkinsville flooding and Granite Creek crossing.
- Council asked what the annual payment would be and for how long if the Town were to borrow \$90 million.
  - Joe Duffy, Finance Director, estimated off the top of his head, with current interest rates, that it would be six to seven million dollars per year for probably 20 to 25 years. The problem with borrowing for road work was that you don't want to borrow longer than the asset would survive.
- Ms. Blackmore stated that staff did a lot of work on roads this year and not quite as much on water and sewer as far as dollar amounts and planning, but they were planning to continue working on that.

Mr. Marbury presented the following:

- Staff was currently in contract negotiations for an Integrated Water Master Plan. It would be looking at fresh water, sewer water, storm water, and recharge water, not just the pipes in the ground.
- Staff had some money allocated for capital projects with money set aside for new wells and reservoirs. The Road 1 East project that was currently under contract included a water main from 1 East to Fletcher Court. This was funded with some Recovery Act money which could go to utilities.
- The Town was also under design for extending water and sewer on Perkinsville Road under the highway. There was a little delay trying to figure out how to get under the highway, but those issues were worked out and design was moving forward once again.
- The new fill station was purchased and should be installed in the next fiscal year on Jerome Junction and Gavin Court. Staff had hoped to get it on the West side of the Town

where most of the water needs were, but the network hadn't gone that far yet. Mr. Marbury stated that once the new station was up he'd like to close the one on 2 North temporarily to fix the road which had been torn up from all the standing water, but that couldn't be done until there was a second fill station.

- Council asked if there were more people using hauled water on the west side of Town than the east side of Town.
  - Mr. Marbury stated that was his belief. The water was dropping about two and a half feet per year and the older, western wells were starting to dry up both inside and outside Town limits. Two-thirds of fill station customers were outside Town limits. The east side of Town had shallower wells, and were shallower still the farther north you go because everything flowed North in Chino Valley. Typically, the customers that needed to haul were on the west side. Most private water companies were in the center of town or on the east side.
- There wasn't much more in the Master Plan to show how to develop the water system. They might look at starting to acquire the private companies, although controversial.
- Staff was mainly looking at improvements around the sewer plant like drying beds and filters. The plant expansion would be getting a cost benefit analysis to determine how much expansion was needed, whether it was the best location for the plant, and if it was the best place to put money, and the most economical treatment type. Once staff got the results from that analysis, they would then go out for design to figure out expansion of the plant.
- Mr. Marbury stated that an I&I survey was an infiltration and inflow survey. They were seeing an extra 50,000-60,000 gallons coming into the plant during storms, and this survey would try to find out where that water was coming in whether it was breaks in the line, manholes that were not sealed properly, etc. This was important to know because too much fresh water could hurt the plant.

### 3) ADJOURNMENT

MOVED by Councilmember Sherri Phillips, seconded by Councilmember Tom Armstrong to adjourn the meeting at 5:47 p.m.

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

**7 - 0 PASSED - Unanimously**

ATTEST:



*Erin N. Deskins*

Erin N. Deskins, Town Clerk

Jack W. Miller, Mayor

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 9th day of May, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 13th day of June, 2023.

*Erin N. Deskins*

\_\_\_\_\_  
Erin N. Deskins, Town Clerk