

**MINUTES OF THE REGULAR MEETING  
ROADS AND STREETS COMMITTEE  
TOWN OF CHINO VALLEY**

**MONDAY, MARCH 11, 2019  
4:00 P.M.**

The Roads and Streets Committee of the Town of Chino Valley convened for a public meeting in the Council Conference Room, located at 202 N. State Route 89, Chino Valley, Arizona.

**1) CALL TO ORDER**

**2) ROLL CALL**

Present: Corey Mendoza, Chair; James Wise, Committee Member; Jack Miller, Vice-Chair; Robert Johan, Committee Member; Ron Romley, Secretary

Absent: Doug Federico, Committee Member; Dean Echols, Committee Member

Staff Frank Marbury, Public Works Director/Town Engineer

Present:

**Chair Corey Mendoza called the meeting to order at 4:02 p.m.**

**3) APPROVAL OF MINUTES**

- a) Consideration and possible action to approve February 11, 2019 meeting minutes.

MOVED by Secretary Ron Romley, seconded by Committee Member Robert Johan to approve the February 11, 2019 regular meeting minutes.

AYE: Chair Corey Mendoza, Committee Member James Wise, Vice-Chair Jack Miller, Committee Member Robert Johan, Secretary Ron Romley

PASSED - Unanimously

**4) PUBLIC WORKS/TOWN ENGINEER'S REPORT**

- a) Snow Storm Update – An update of public works' response to the recent 2' snow storm and its effect on the Town Roads.

Mr. Marbury reported on the following:

- Road Department was able to clear most arterial streets.
- Sanded slick spots with cinders and cleared Town parking lots.
- For future planning in emergencies, the department will develop a better emergency communication plan with all departments in one location to answer phones during off business hours. Departments will be researching ways to work together including fleet, police

department, parks and roads departments to determine necessary equipment, services, planning and budget requirements.

- Many roads had been damaged from the snow and the snow melt. The subgrade was some of the weakest he had seen in Arizona. The parking lot around the public works building was destroyed as well as several roads. Staff would work on the roads as time and resources allowed using cold mix or hot mix skin patch.
- The Reed Road chip seal crumbled apart and the Town was in discussions with the contractor because the road was under a 2-year warranty. The contractor would be asked to provide an engineer's analysis and if they didn't believe it is a warranty issue, they needed to provide an explanation as to why it was not.
- Similar issues occurred around the State.

- b) Project Updates – Updates on 2019 Road Projects including CDBG Paving and potential slurry seal and overlay projects.

Mr. Marbury explained that staff was continuing to work on the bid documents for CDBG to include required legal language.

- c) Road 1 North Signal project update – CYMPO and ADOT are working to come up with funding options.

Mr. Marbury reported on the following:

- The plans were 95 percent complete and the engineering portion was complete.
- The next step was Right-of- Way acquisition for a few areas of right of way that were needed for the signal and sidewalk grants. The grant process could take up to a year.
- Worked with CYMPO and ADOT to get the necessary construction money and determine a way to pool money from the different agencies for the project. They were also trying to swap some of the federal funding with state funding (HURF Exchange – the State swapped their state dollars for the federal dollars to use on their federal projects) to save money by reducing the number of federal requirements.
- The grant money had been officially awarded to the Verde Valley.
- Chino had put \$75,000 towards the project plans and the County and ADOT each provided approximately twice that amount.
- The Town's construction contribution if any, had not been determined.
- The City of Prescott had a driveway on the highway and if they were able to get a driveway on Road 1 North, it could get Prescott involved in the project.
- Historical structures within the project area.

**5) COMMITTEE CHAIR REPORT**

**6) CALL TO THE PUBLIC**

*Call to the Public is an opportunity for the public to address the Board 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. Board 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.*

**7) CORRESPONDENCE**

**8) OLD BUSINESS**

- a) Discussion of utility cut details – Open discussion and possible direction to staff regarding standard details for utility trench construction.

Committee Members and Mr. Marbury discussed the following:

- Mr. Marbury provided three different sets of details including the Maricopa Association of Governments (MAG), the City of Prescott published Quad City detail, and the Town of Prescott Valley which was the same two set process Town of Chino Valley had used.
- The two-step process worked well for the Town’s roads and their time constraints.
- The T cut used by the Quad Cities provided additional support and reduced cracking.
- The differences between the three types of services, plating, compaction and material.
- Mr. Marbury received a proposal from a local consultant to update the Town’s details by using Prescott Valley, Prescott, ADOT details and modifying the MAG specifications. The update would be posted on the Town’s website as the Town’s specifications and details.
- Which plan or combination of plans would work best for the Town.
- Recommended a three-year moratorium on utility cuts for new asphalt roads except in emergencies.
- Warranty issues and additional costs added to bids and proposals. The two-year warranty was becoming more common.
- Mr. Marbury would implement any updates and changes to the Town’s specifications and details for committee review.

**9) NEW BUSINESS**

- a) Road Maintenance Ballot Measure Discussion – Open Discussion of items associated with the Road Maintenance Ballot question.

Committee Members and Mr. Marbury discussed the following:

- The Committee could not advocate for one position or the other using Town resources.
- Committeemembers could verify the facts of the issue but not state an opinion.
- Staff developed a Frequently Asked Questions flyer to overview the important facts of the ballot measure.

**10) FUTURE AGENDA SUGGESTIONS**

Old Highway 89 and Reed Road maintenance IGA with the County.

Moved by Committee Member Romley, seconded by Committee Member Johan to not hold the next meeting until May 13, 2019 unless an issue came up before that time. Vote 5-0 Passed Unanimously

**11) ADJOURNMENT**

MOVED by Vice-Chair Jack Miller, seconded by Secretary Ron Romley to adjourn the meeting at 5:04 p.m.

AYE: Chair Corey Mendoza, Committee Member James Wise, Vice-Chair Jack Miller, Committee Member Robert Johan, Secretary Ron Romley

PASSED - Unanimously

Submitted: March 14, 2019.

By: *Vickie Nipper, Deputy Town Clerk*

Approved: June 10, 2019.