

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

**MONDAY, JUNE 11, 2018  
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**

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

**2) ROLL CALL**

Present: Corey Mendoza, Chair; James Wise, Committee Member; Doug Federico, Committee Member; Ron Romley, Committee Member

Absent: Jack Miller, Councilmember; Robert Johan, Committee Member; Dean Echols, Committee Member

Staff Present: Darryl Croft, Mayor; Cecilia Grittman, Town Manager; Frank Marbury, Public Works Director/Town Engineer; Joe Duffy, Finance Director; Vickie Nipper, Deputy Town Clerk, Recorder

**3) APPROVAL OF MINUTES**

- a) Consideration and possible action to accept the May 14, 2018 regular meeting minutes.

Because Mayor Croft is not a voting member of the Roads and Streets Committee, the vote on the approval of the Roads and Streets Regular Meeting Minutes dated May 14, 2018, will be ratified at the next meeting.

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

Mr. Marbury reported on the following:

- Road 1 East: The design issue was brought up by property owners who requested that the Frontage Road maintain access to the Kalinich roundabout. ADOT has agreed to tentatively allow one-way movement for people leaving their properties to get to the roundabout. The plans are being developed for ADOT's review. The Town would be responsible for the increased cost for the additional concrete.
- Road 1 East: The low water crossing bids were opened and will be sent to Council for approval. Two bids were received, with the apparent low bidder being AP&S at \$143,000 for the three crossings. There was also an alternate bid for either an asphalt or concrete crossing. Staff recommended the asphalt at a substantially lower price.
- Road 1 North Turn Restrictions: There have not been any meetings with ADOT, but the Committee could discuss with ADOT the possible option of a no-left-turn during peak hours.
- Road 2 South and Road 1 West all way stop: The engineer was still analyzing the information

and hoped to have a report by the next meeting.

- Traffic Counts: The Public Works Department typically does traffic counts every three years with this year being the third year. There will be tube counters out throughout town for traffic counting purposes.

**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 and possible action regarding chip seal program.

Mr. Marbury and the Committee discussed the following:

- The bids were advertised, a pre-bid meeting was held, and two contractors attended the meeting.
- Staff decided to take out the MC800 oil and replace it with the CRS2P because the MC oil would need a week of cure time before it could be swept, rolled and the second layer of chip seal added. The CRS2P can cure within the same day and both layers of chip seal could be added on the same day. There was no significant difference in cost. Road 1 East was not part of this project, and the millings were being analyzed to determine the appropriate oil to use to rejuvenate the millings.

- b) Discussion and possible action regarding road maintenance funding.

Joe Duffy, Finance Director, Mr. Marbury, and the Committee discussed the following:

- Funding proposal: If the Committee and the Town were considering using property tax to fund road maintenance, the process needed to begin immediately. Staff would put numbers together and Mr. Marbury would need a couple months to assemble a detailed 20-year plan to present to the community that would show the roads that would be fixed and how the work would be done. Staff recommended approaching the work with a colored map showing the different types of roads, materials, categories and maintenance but leaving out timelines for the work.
- Critical timeline: August – Committee approval; September – Council Study Session with presentation of 20-year plan and possible decision to proceed; October through December – present the plan and information to the community.
- Property tax: A ½% property tax would provide a levy of approximately \$380,000, at a cost of \$100 per year on a \$200,000 assessed home. A 1% property tax rate would generate \$761,000 per year at a cost of \$200 a year on that same home. Commercial properties were assessed at a higher rate than residential properties. The average residential property would pay \$57.48 per year at ½% or \$115 at 1%. The average commercial property would pay \$231 per year at ½% or \$478 at 1%.
- Pavement management program proposal: The Town would need to use clear language

regarding how the money would be used and should consider rights-of-way and utility relocation. The Town can cut the property tax level down in the future if they choose to do so. The first Revenue stream would begin in Fiscal Year 2020. The tax could have a sunset period, with a suggested 10 to 20-year time period

- Property tax law: State law limits the property tax increase to 2% per year to existing property owners. A public hearing would be required regarding the truth in taxation process. New construction would be taxed at existing rates and as the community grew, there would be a natural growth of funds. The Town's assessed value went up 6% last year. With the current growth of the community, there could be a 2-5% increase in funding in the short term, but when considering the ups and downs of the economy, Mr. Duffy considered a 2% growth over the long term as the average.
- Funding amounts necessary: The amounts needed to maintain and improve the roads included approximately \$300,000 HURF money (30% of total HURF funds) that was available for capital improvements on Town roads.
- Bonding option: The Town could use the property tax revenue stream to pay off the bonds and borrow in increments or the Town could also pay as they go using the increased property tax revenue stream. The Committee did not recommend using bonds.
- Road classifications: Mr. Marbury identified these as residential, collector and arterial streets. The Town could consider implementing a 7- to 8-year cycle for pavement preservation. Main arterials would need maintenance work approximately every 5 years. They discussed dirt roads and how to maintain the roads. In August, he will bring back the mileage of the roads from worst to best: dirt, surfaced neighborhood streets and networks streets that were collector and arterials.

## 9) NEW BUSINESS

- a) Discussion and possible action regarding Federal Grants. Central Yavapai Metropolitan Planning Organization (CYMPO) is considering applying for a federal BUILD grant that may involve Chino Valley.

Mr. Marbury and the Committee discussed the following:

- The CYMPO committee recommended an executive board approval for a new federal grant called the BUILD grant, which is similar to the TIGER grant.
  - States were scheduled to receive approximately \$150 million dollars each. The total grant value for all states is \$1.5 billion with 30% going to rural communities.
  - Grant applications were limited to \$1 million for rural areas. The project cannot be smaller than \$1 million nor larger than \$25 million, with a 100% federal match for rural areas.
  - The recommended project was estimated to be \$20-23 million for the project design and construction amount. It would go from North of the Perkinsville roundabout, continue through Road 3 North and the roundabout at Road 4 North, build a roundabout at Road 5 North, and widen the road to four lanes with medians. It included a possible roundabout at Road 3 North, but right of way requirements might modify that plan. A stoplight would be included at State Route 89 and Road 1 North.
  - There were not many rural areas of the State that had 30,000 vehicles a day, which was an incentive for the project.
  - The Town was using CYMPO because they have the mechanisms in place including a grant writer to apply for the grant. All the money would go to ADOT. The town was securing the money for their project.
- b) Discussion and possible action regarding Road 2 North relating to the DOWL Engineering traffic impact analysis update.

Mr. Marbury and the Committee discussed the following:

- The study that DOWL completed looked at the overall effect of multiple developments along Road 2 North between the Road 1 East and Road 1 West corridor. With the possible addition of the Brook Apartment building, Mr. Marbury had the study revised with the added impact of the high-density development.
- The recommendation with that development included was that Road 2 North would need to be expanded to a three lane road between Road 1 East and Road 1 West, with three lanes in each direction and a double left turn lane to accommodate all the turning movements on the road. They also recommended bike lanes and pedestrian sidewalks. Mr. Marbury proposed an alternative as a detached pathway that would separate pedestrians from traffic, but it would have the same net affect.
- The other major impact if traffic increased enough at the State Route 89 signal, would require the addition of a right turn lane coming from the west side by Walgreens headed southbound and there would need to be an expansion of the footprint to put in a right turn only lane, which would mean moving the signal in and re-timing the signal.
- The addition of multiple developments would warrant the road expansion.
- There were concerns about traffic moving to other roads and the effect of that movement.
- The current level of service at the intersection light at State Route 89 was adequate, but the driveways leaving Safeway and the Post Office had a failing level of service, and there were no adequate solutions provided.
- The Town could consider a commercial access road corridor behind the businesses, and water and sewer could be run down that corridor, but currently there was no right of way access.
- They needed to review who owned the rights-of-way in front of Walgreens and Safeway and the size of those rights-of-way.
- Council should be aware of the DOWL Report when making zoning changes due to the limited expansion area.

**10) FUTURE AGENDA SUGGESTIONS**

**11) ADJOURNMENT**

Moved by Mayor Croft, Seconded by Committee Member Wise to adjourn the meeting at 5:31 p.m.  
Vote: 5 - 0 Passed - Unanimously

Submitted: June 26, 2018.

By: *Vickie Nipper, Deputy Town Clerk*

Approved: July 9, 2018.