1) CALL TO ORDER; ROLL CALL

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

2) Presentation and discussion regarding the introduction of Town Street Maintenance and Cross Section Maps.

Frank Marbury, Town Engineer, presented the following:

- Council may have seen the maps before as they had been presented to the Roads & Streets Committee and some Council meetings in the past.
- This proposal was an effort to better inform the citizens of which roads the Town maintained.
- Staff was proposing to accept the map as the official street map of the Town of Chino Valley. If adopted a street would have to come to Council for approval to be added to the map for Town maintenance. This would require standard improvements such as paving and drainage.
  - This process had previously been done for the Heritage Pointe subdivision.
- The green streets were currently maintained by the Town, the pink streets were not maintained. Right-of-way (ROW) was not always present in either classification.
  - Gave details of some of the issues with various roads in Town where ROW was dedicated but never fully developed, ROW was acquired for sewer lines and some parts of the road were in that ROW and sometimes it wasn’t, etc.

Council and staff discussed the following:

- Council inquired if any of the pink streets were privately owned.
  - Staff stated that some of them were. Most of them were simply easements, most of
them did not have ROW.

- Some Councilmembers requested a printed map they could study and bring back to make comments on.
- Council inquired if staff could tell them why the pink roads weren’t maintained.
  - Staff stated the short answer was because the Town had never maintained them before. Some citizens would mention to staff that the Town used to give them a courtesy blade every now and then but if it wasn’t supposed to be maintained the Town should never have been there in the first place.
  - Council stated that a lot of the roads weren’t even there.
  - Staff stated that they could label the roads that were on the map but not there, and the roads that were there but not dedicated.
  - Council stated that would help them to know what was going on with the roads because the current map didn’t tell them much.
  - Staff stated that it would take a while to produce that map. The question of whether there was ROW was a much bigger issue and the Town might not have the staff to handle a map detailing those issues.
- One councilmember was surprised that the Town did not maintain Commercial Way or Industrial Drive.
- Council inquired if there were citizens who asked the Town to assume responsibility for unmaintained roads and if there was a reason why the Town would or would not pursue that action.
  - Staff stated that citizens have made those requests. Part of the reason for this Study Session was to determine what pink roads, if any, the Council would like to turn green.
  - Council inquired if staff had recommendations on which roads they should look at.
  - Staff stated the proposed map was the recommendation.
- One councilmember said they’d like to see dedicated roads maintained by the Town.
- Andrew McGuire, Town Attorney, stated that if an unmaintained road hadn’t been constructed to the Town standard the Town has not accepted the road and therefore not responsible for maintaining it.
  - Staff stated there were a lot of roads like this from the 1990s where they assume the Town told people they had to dedicate a portion of the ROW before they would issue a building permit. So they gave up 25 feet of ROW to get a building permit, but the road may or may not connect to anything and was never required to be improved to any standard.
- Council inquired if the Town had the manpower and funds to take on the additional roads, or if the Town was obligated to bring the roads into maintenance.
  - Staff stated the Town was not obligated.
  - Andrew McGuire, Town Attorney, stated that it was pretty common to have platted subdivisions that were never developed and never had the improvements to roads done. If the Town were to try building infrastructure without the plans for the subdivision they’d be doing a redesign.
- Staff stated they often get calls from citizens asking why their road isn’t being maintained when it was only an easement, but had a street sign was because Town Code allowed for citizens to get a street sign it had at least three addressable parcels, but it did not have to be Town maintained.
- Council inquired if any of the pink roads were up to standard that the Town had not assumed responsibility for.
  - Staff stated that none of them were.
  - One councilmember clarified that until roads were brought up to standard the Town should not consider assuming responsibility for them.
  - Staff stated that was their recommendation, barring some sort of topographic
or geologic anomaly that prevented the ability for the road to be brought to standard, but Council could vote otherwise.

Frank Marbury, Town Engineer, presented the following:

- Presented a proposed map and street section diagram as standards for developers.
  - Most of the roads between Road 1 East and Road 1 West were more of an urban section with curbs and gutters.
  - The lower traffic streets would include a bike lane and regular sidewalks. Higher traffic areas would include a multi-use path to get bicycles off the road where it was safer. If Perkinsville ever finished building, a multi-use path would be in front of that subdivision.
  - Beyond Road 1 East and Road 1 West were the rural sections which were a typical road with five-foot shoulders giving room for vehicles to get off the road if needed, room for trash cans, and pedestrians.
  - Some sections of road were not fully dedicated to one road type or the other depending on how they build out in the future.
  - Staff would include these maps along with the Town Maintenance maps to have documentation of Council accepting both.

3) ADJOURNMENT

Mayor Miller adjourned the meeting at 5:26 p.m.

Jack W. Miller, Mayor

ATTEST:

Erin N. Deskins, Town Clerk

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 10th day of October, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 14th day of November, 2023.

Erin N. Deskins, Town Clerk