

SAN TAN VALLEY TOWN COUNCIL

Wednesday, October 1, 2025 | 6:00pm

San Tan Valley County Complex, Bronze Room

31505 N Schnepf Rd. San Tan Valley, Arizona 85140

1. CALL TO ORDER

At 6:00 P.M. Acting Town Clerk Garrett Glover called the meeting to order. Mr. Glover gave a brief statement about the important duties of the first town council meeting. Mr. Glover also gave notice of the public posting locations.

2. ROLL CALL

Councilmembers Physically Present:

Councilmember Tyler Hudgins

Councilmember Bryan Hunt

Councilmember Gia Jenkins

Councilmember Daren Schnepf

Councilmember Brian Tyler

Councilmember Rupert Wolfert

Councilmembers Present Virtually:

Councilmember Daniel Oakes

3. PLEDGE OF ALLEGIANCE – INVOCATION

Mr. Glover led the Pledge of Allegiance, followed by the Invocation by Ken Bell.

4. BUSINESS BEFORE THE COUNCIL

A. Presentation and discussion regarding the roles and responsibilities of the Mayor and Vice Mayor. *(Presentation by Allen Quist, Municipal Attorney)* Overview of the traditional functions and duties of the Mayor and Vice Mayor within an Arizona municipal structure, followed by possible Council discussion.

Allen Quist gave a presentation on the statutory responsibility of the town selecting the Mayor. Mr. Quist gave an outline of the legal duties of the Mayor, and core functions the Mayor is responsible for. Mr. Quist then explained the Council-Manager form of government, and the councils power in hiring and firing a town manager, who is in charge of administering town functions.

Councilmember Hunt asked a question relating to the additional time commitment a mayor might face, and potential complications with having a full time job. Mr. Quist answered stating the Mayors do have an additional time commitment, but many still are able to have a full time job.

B. Discussion and selection of MAYOR for the Town of San Tan Valley. Pursuant to A.R.S. §§ 9-232(C) and 9-236, the Town Council shall select a Mayor from among its members. The Council will conduct a nomination process, followed by deliberation and action to select one councilmember to serve as Town Mayor for a term ending upon the seating of the elected Council following the 2026 council election cycle.

Mr. Glover gave an outline on the process to select a Mayor, and then opened the floor to nominations.

Councilmember Tyler nominated Daren Schnepf.

Councilmember Jenkins nominated Rupert Wolfert

Councilmember Wolfert nominated Tyler Hudgins

Councilmember Hunt nominated himself

Councilmember Oakes nominated Daren Schnepf

With no further nominations, Mr. Glover closed the floor to nominations, and gave each nominated councilmember an opportunity to speak.

Councilmember Wolfert asked if it was possible to withdraw his name from the list of nominees. Mr. Glover explained that he may decline the nomination, or Councilmember Jenkins could withdraw her nomination of him. Councilmember Wolfert then declined his nomination for Mayor.

Councilmember Schnepf expressed gratitude for being nominated. He further stated his respect for the council, and his desire to work with the council and citizens of the town.

Councilmember Hudgins complimented the County on the Council selection process, and admired the amount of council applications received. Councilmember Hudgins expressed gratitude for being chairman of the incorporation process, and stated that Incorporation is a lengthy process,

and there is much that still needs to be done by July 1st. Councilmember Hudgins stated he could bring communication skills to the office of Mayor to assist the town.

Councilmember Hunt stated that any councilmember would do an excellent job, and each councilmember brings experience to the council. Councilmember Hunt stated that he has leadership and training experience with his job, and has a love for public speaking that he wants to apply to the office of Mayor.

Mr. Glover then opened the floor to open discussion. Councilmember Schnepf asked what would happen in the event of a tie. Mr. Glover explained a tie would not be possible with 7 voting members, as the motion would be on an individual, and whichever motion that receives a majority would pass.

Councilmember Wolfert stated that all three candidates are well qualified, and it would be a difficult decision.

With no further discussion, Mr. Glover then asked for a motion.

Councilmember Tyler made a motion to select Councilmember Daren Schnepf as Mayor of the Town of San Tan Valley. Councilmember Wolfert second the motion. Mr. Glover then proceeded with a Roll Call Vote:

Councilmember Tyler Hudgins: Nay

Councilmember Bryan Hunt: Nay

Councilmember Gia Jenkins: Aye

Councilmember Daniel Oakes: Aye

Councilmember Daren Schnepf: Aye

Councilmember Brian Tyler: Aye

Councilmember Rupert Wolfert: Aye

Motion to select Councilmember Daren Schnepf as Mayor of the Town of San Tan Valley passed 5-2.

Mr. Glover then passed the gavel to Mayor Schnepf to preside over the remainder of the meeting.

C. Discussion and possible selection of VICE MAYOR for the Town of San Tan Valley. The Council may conduct a nomination process, followed by deliberation and possible action to select

one councilmember to serve as Vice Mayor for a term ending upon the seating of the elected Council following the 2026 election cycle.

Mayor Schnepf outlined the procedures for selecting the Vice Mayor for the town of San Tan Valley, and then opened the floor to nominations.

Councilmember Wolfert nominated Tyler Hudgins.

Councilmember Hunt nominated himself.

With no further nominations, Mayor Schnepf closed the floor to nominations, and gave each nominee a chance to speak.

Councilmember Hudgins stated it would be an honor to serve.

Councilmember Hunt stated it would be an honor to serve as well.

Mayor Schnepf opened the floor to discussion.

Councilmember Wolfert stated his reasons for nominating Councilmember Hudgins, referring to his work on the Incorporation committee. Councilmember Tyler concurred with the statements.

Councilmember Tyler moved to select Tyler Hudgins as Vice Mayor for the Town of San Tan Valley. Councilmember Jenkins second. Mayor Schnepf called for a roll call vote.

Councilmember Tyler Hudgins: Aye

Councilmember Bryan Hunt: Aye

Councilmember Gia Jenkins: Aye

Councilmember Daniel Oakes: Aye

Councilmember Brian Tyler: Aye

Councilmember Rupert Wolfert: Aye

Mayor Daren Schnepf: Aye

Motion to select Councilmember Tyler Hudgins as Vice Mayor of the Town of San Tan Valley passed 7-0.

Mayor Schnepf congratulated Vice Mayor Hudgins

D. Discussion and possible appointment of Garrett Glover as Interim Volunteer TOWN CLERK for the Town of San Tan Valley. Pursuant to A.R.S. § 9-237, every incorporated town shall have a Town Clerk responsible for maintaining records and performing other administrative duties. The Council will consider appointing Garrett Glover as Interim Volunteer Town Clerk, effective immediately, to assist with these administrative functions.

Mayor Schnepf presented the agenda item on the appointment of Garrett Glover as Interim Volunteer Town Clerk. Mayor Schnepf stated that background on Mr. Glover was also presented to the council. Mayor Schnepf opened the floor to discussion.

Councilmember Jenkins moved to appoint Garrett Glover as Interim Volunteer Town Clerk for the Town of San Tan Valley. Vice Mayor Hudgins second. The motion passed unanimously by voice vote.

E. Presentation and discussion regarding key municipal formation steps and legal transition for the Town of San Tan Valley. (*Presentation by Allen Quist, Municipal Attorney*) Overview of key legal, financial, and operational steps necessary to transition San Tan Valley from incorporation to municipal independence.

Allen Quist gave a presentation on key municipal formation steps and legal transition for the Town of San Tan Valley. Mr. Quist gave a timeline, outlined required services, as well as discretionary services. Mr. Quist outlined the current timeframe, based on the Order of Incorporation, and next steps for State Shared Revenue funds. Mr. Quist explained the council's key role in the processes to come.

F. Presentation, discussion, and possible appointment of Pierce Coleman PLLC as TOWN ATTORNEY and approval of legal services agreement. (*Presentation by Justin Pierce, Pierce Coleman PLLC, followed by Council discussion and possible action.*) Consideration of the appointment of Pierce Coleman PLLC to serve as Town Attorney, pursuant to A.R.S. § 9-237, including a presentation of the proposed legal services agreement and possible Council action.

Justin Pierce presented information about his law firm. He provided statistics on other municipalities his firm represents, and areas his firm has been able to help. Justin Pierce gave praise to Mr. Quist. Mr. Pierce outlined benefits of contracting with his firm compared to hiring in-house attorneys. Mr. Pierce gave a cost estimate of \$95,000 a month for legal services. Mr. Pierce gave examples of adjusting fees for other municipalities in the State that use his firm for legal fees.

Councilmember Hunt asked Mr. Pierce about the amount of hours of work being charged. Mr. Pierce responded that there will be a lot of upfront work, but then it will drop off.

Councilmember Wolfert asked a question about reimbursement expenses. Mr. Pierce responded stating the amount would be small, and used the U.S. Census as an example of an expense.

Councilmember Jenkins asked about the contract renewal. Mr. Pierce answered stating it is for convenience for the council, and the council may still terminate at any time.

Councilmember Oakes asked questions about special services and litigation. Mr. Pierce clarified that most litigation relating to notices of claim are handled by insurance companies, but his firm stays in the loop. Oakes asked several follow up questions. Mr. Pierce explained the fee structure further.

Councilmember Jenkins stated her desire to have a monthly statement for the sake of transparency. Mr. Pierce was happy to provide it.

Mayor Schnepf asked questions about rate adjustments and transparency.

Councilmember Hunt moved to appoint Pierce Coleman PLLC as Town Attorney and to approve the Legal Services Agreement. Vice Mayor Hudgins Seconded. The motion passed unanimously by voice vote.

G. Discussion and possible adoption of Ordinance No. 2025-01 establishing Council meeting schedule. The Council will discuss possible meeting locations, dates, and times prior to taking possible action.

The council requested legal suggestions into a potential meeting schedule, Mr. Quist suggested twice a month. The council discussed scheduled availability, with Wednesday being a consensus. The location of the meeting was discussed, with Central Arizona College, and the San Tan Valley complex being suggested. The County Complex had open availability on Wednesday and was offered at no cost.

Councilmember Wolfert moved to adopt Ordinance No. 2025-01, with the council meeting at 6pm on the 1st and 3rd Wednesday of each month at the San Tan Valley County Complex. Councilmember Jenkins Seconded. The motion passed unanimously by voice vote.

H. Discussion and possible adoption of a statement designating posting locations for public meeting notices. Pursuant to A.R.S. § 38-431.02, the Council will consider adoption of a statement identifying the physical and electronic locations where notices of public meetings will be posted, including meetings of the Town Council, boards, commissions, committees, and subcommittees.

Councilmember Jenkins moved to approve Agenda Item 4(H) as presented. Councilmember Hunt Seconded. The motion passed unanimously by voice vote.

I. Discussion and possible adoption of Resolution No. 2025-01 establishing financial disclosure requirements for officials. Pursuant to A.R.S. § 38-545, the Council will consider adoption of a resolution prescribing standards of financial disclosure applicable to local public officers in the Town of San Tan Valley, consistent with state law requirements. Council discussion and possible action may follow.

Councilmember Tyler moved to adopt Resolution No. 2025-01. Councilmember Wolfert Seconded. The motion passed unanimously by voice vote.

J. Presentation and discussion regarding options for filling key municipal staffing needs through temporary staffing and consulting services. (*Presentation by Allen Quist, Municipal Attorney*) Overview of options available to the Town to fill essential administrative, financial, and operational roles through agreements with firms such as Interim Public Management, Pat Walker Consulting, and Educational Services, Inc. (ESI), followed by possible Council discussion and action.

Allen Quist gave a presentation and overview of the key staffing needs that the new municipality needs to fill. Key positions included town manager, town clerk, and finance director. Mr. Quist outlined 3 potential options for addressing temporary staffing needs, Interim Public Management, LLC (IPM), Pat Walker Consulting LLC, and Educational Services, Inc (ESI). IPM presented a retainer letter for council approval to find candidates for key town roles.

Councilmember Wolfert asked if the candidates from these staffing firms would only be interim, or if there was a possibility for a permanent role.

Vice Mayor Hudgins asked if the search for a permanent role would need to start over if they only fill the role temporarily.

Mayor Schnepf asked about the exclusivity term in the IPM agreement. Mr. Quist outlined the terms for the agreement, and mentioned there was a representative to speak.

Vice Mayor Hudgins asked if an IMP representative could speak.

Mr. Cross, former COO of IMP, offered himself to answer the questions of the council.

Councilmember Wolfert asked a question about the timeline terms of the agreement. Mr. Cross explained the timeframe starts once the agreement is approved. Councilmember Wolfert asked about IPM's history with the Town of Tusayan. Mr. Cross confirmed IPM worked with Tusayan's incorporation effort.

Councilmember Tyler asked Mr. Cross about potentially expanding the agreement 30 days out. Mr. Cross elaborated that the timeframe, and scope of search can be expanded.

Mayor Schnepf asked Mr. Cross about his role in the selection process. Mr. Cross stated that he has no role, and is only serving as a liaison.

Mayor Schnepf stated that the item could be tabled, or approved, and asked for a motion.

Councilmember Jenkins moved to table item 4(J). Councilmember Hunt seconded.

Councilmember Tyler stated it was important to start the process now to hire a Town Manager, and disagreed with the idea of tabling the item.

Vice Mayor Hudgins asked to hear Councilmember Jenkins' and Councilmember Hunt's position on tabling the item

Councilmember Jenkins stated she would like to do more research on the matter to reach the best decision for the Town of San Tan Valley.

Mayor Schnepf asked Mr. Quist the legal impact of the Agreement. Mr. Quist stated that it would be 30 days of lost time pursuing other options if IPM does not find anyone for the rolls.

Councilmember Hunt asked if another group was available to present. Mr. Quist stated they could be present at a future meeting. Councilmember Hunt followed up by asking when the item would be heard again if the council tables the item. Mr. Quist stated it could be heard at the next meeting.

Mayor Schnepf clarified that the motion to table could need to be modified. Councilmember Jenkins modified her motion to table item 4(J) until October 15th.

Councilmember Wolfert agreed with Councilmember Tyler's comments.

Mayor Schnepf called for a roll call vote:

Councilmember Bryan Hunt: Aye

Councilmember Gia Jenkins: Aye

Councilmember Daniel Oakes: Aye

Councilmember Brian Tyler: Nay

Councilmember Rupert Wolfert: Nay

Vice Mayor Tyler Hudgins: Nay

Mayor Daren Schnepf: Nay

Motion to table failed to pass 3-4

Councilmember Tyler moved to approve the Agreement with IMP to find key municipal staff. Vice Mayor Hudgins seconded.

Vice Mayor Hudgins asked if the Town was required to hire all three of the positions. Mr. Quist stated the Town was not required to hire any of the candidates.

Mayor Schnepf called for a roll call vote:

Councilmember Bryan Hunt: Aye

Councilmember Gia Jenkins: Nay

Councilmember Daniel Oakes: Nay

Councilmember Brian Tyler: Aye

Councilmember Rupert Wolfert: Aye

Vice Mayor Tyler Hudgins: Aye

Mayor Daren Schnepf: Aye

Motion to approve the IMP agreement passed 5-2

K. Presentation and discussion regarding the League of Arizona Cities and Towns.

(Presentation by Tom Belshe, Director, League of Arizona Cities and Towns) Mr. Belshe will provide an overview of the League's role, services, and resources available to municipalities, followed by Council discussion on how the League may assist the Town of San Tan Valley.

Tom Belshe, Director, League of Arizona Cities and Towns gave a presentation on his organization. Mr. Belshe gave information about all the different municipalities across the state. He outlined his organization's structure, and services provided. Mr. Belshe gave a brief overview of the legislative process, and his organization's role in lobbying for the interests of municipalities. He also presented on presentations on technical assistance his organization can provide.

Vice Mayor Hudgins thanked Mr. Belshe for his help.

Councilmember Jenkins commented that she requested the Finance Manual from the League, and received it, and thanked Mr. Belshe for his help.

5. REQUEST FOR FUTURE AGENDA ITEMS

Members of the Town Council may request that items be placed on a future agenda. *No discussion or action will be taken at this time other than identifying topics for future consideration, in accordance with Arizona's Open Meeting Law.*

Councilmember Hunt asked a question if there were already items on the agenda for the next meeting. Mr. Quist stated that there will be some, and that he will work with the clerk, mayor and vice mayor.

Mayor Schnepf requested an agenda item for the council to discuss events in the town. The mayor also asked to have some call to the public guidelines discussed.

Councilmember Hunt asked if ideas for future agenda items could be emailed to the clerk. Mr. Quist said yes.

6. CALL TO THE PUBLIC

Citizens desiring to speak on any issue within the jurisdiction of the Town may do so at this time. Comments shall be limited to three (3) minutes per person, subject to adjustment based on time constraints or meeting management needs at the discretion of the Mayor. All comments shall be addressed to the Town Council as a whole. At the conclusion of the Call to the Public, individual Council Members may: (1) Respond to criticism made by those who have spoken, (2) Direct staff to review or follow up on the matter, and/or (3) Request that the matter be placed on a future agenda.

Ms. Stockton, of San Tan Valley, stated her desire to volunteer with the Town, and requested information on upcoming Town Elections.

Pinal County Supervisor Mike Goodman, of San Tan Valley, stated upcoming events in San Tan Valley. Supervisor Goodman stated his desire to help the new Town achieve success.

Deborah, of San Tan Valley, requested the meeting room to be warmer, she congratulated the council. She asked the council for clarification on upcoming elections, and the location of council agendas.

Cameron, of San Tan Valley, asked about additional volunteer opportunities and committees. She asked if a moratorium could be placed on commercial zoning with the County.

Ms. Holman, of San Tan Valley, stated she was initially against incorporation, but is excited to see what the council will do.

Mayor Schnepf directed staff to look into the questions of elections, agenda postings, and the question of a moratorium.

7. EXECUTIVE SESSION

The Town Council may vote to convene into Executive Session, pursuant to A.R.S. § 38-431.03(A)(3) and (A)(4), for the following item:

A. Discussion or consultation with the Town Attorney regarding contract negotiations with Rural Metro and the legal parameters of executive sessions.

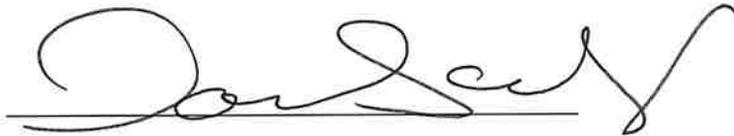
Vice Mayor Hudgins moved the council convene into executive session for discussion and consultation on item 7(A). Councilmember Wolfert Seconded.

Councilmember Wolfert moved to adjourn the executive session and reconvene the regular meeting. Councilmember Jenkins Seconded.

8. ADJOURNMENT

Vice Mayor Hudgins moved to adjourn the regular meeting. Councilmember Hunt Seconded.

SAN TAN VALLEY TOWN COUNCIL

A handwritten signature in black ink, appearing to read 'Daren Schnepf', written over a horizontal line.

Daren Schnepf, Mayor

ATTEST:

A handwritten signature in black ink, appearing to read 'Garrett Glover', written over a horizontal line.

Garrett Glover, Interim Town Clerk

