

**TOWN OF FLORENCE
REGULAR MEETING
AGENDA**

PURSUANT TO A.R.S. § 38-431.02, NOTICE IS HEREBY GIVEN TO THE MEMBERS OF THE FLORENCE TOWN COUNCIL AND TO THE GENERAL PUBLIC THAT THE FLORENCE TOWN COUNCIL WILL HOLD A MEETING OPEN TO THE PUBLIC ON TUESDAY, FEBRUARY 17 2014, AT 6:00 P.M., IN THE CHAMBERS OF TOWN HALL, LOCATED AT 775 NORTH MAIN STREET, FLORENCE, ARIZONA.

1. CALL TO ORDER

2. ROLL CALL: Rankin __, Walter __, Woolridge __, Hawkins __, Montaña __, Guilin __, Anderson __.

3. MOMENT OF SILENCE

4. PLEDGE OF ALLEGIANCE

5. CALL TO THE PUBLIC

Call to the Public for public comment on issues within the jurisdiction of the Town Council. Council rules limit public comment to three minutes. Individual Councilmembers may respond to criticism made by those commenting, may ask staff to review a matter raised or may ask that a matter be put on a future agenda. However, members of the Council shall not discuss or take action on any matter during an open call to the public unless the matters are properly noticed for discussion and legal action.

6. PRESENTATION

a. Presentation by the Greater Florence Chamber of Commerce recognizing Holiday Inn Express and Suites as the Business of the Month.

7. CONSENT: All items on the consent agenda will be handled by a single vote as part of the consent agenda, unless a Councilmember or a member of the public objects at the time the agenda item is called.

a. Recommendation of approval to the Arizona Department of Liquor Licenses and Control on the Greater Florence Chamber of Commerce's application for a Special Event Liquor License for their First Thursday Mixer on March 5, 2015.

b. Recommendation of approval to the Arizona Department of Liquor Licenses and Control on the San Tan United Sports Academy's application for a Special Event Liquor License for their Spring Festival Community Event on March 14, 2015.

- c. **Recommendation of** approval to the Arizona Department of Liquor License and Control on Kokopelli Moon Saloon's application for a Temporary Extension of Premises Patio Permit.
- d. **Recommendation of** approval of the purchase of a SCBA communication system from L. N. Curtis & Sons, in an amount not to exceed \$34,993.
- e. Approval of the **January 5, January 20, and January 26, 2015** Town Council minutes.
- f. Receive and file the following board and commission minutes:
 - i. **November 19, 2015** Historic District Advisory Commission minutes.
 - ii. **October 15, 2014** Parks and Recreation Advisory Board minutes.
 - iii. **December 18, 2014** Planning and Zoning Commission minutes.

8. NEW BUSINESS

- a. **Discussion/Approval/Disapproval** of Resolution No. 1497-15: A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, APPROVING A WAIVER OF FEES FOR FLORENCE APARTMENTS ASSOCIATES, LLC.
- b. **Discussion/Approval/Disapproval** to approve the Town of Florence 2015 General Plan Amendment application and hearing schedule.
- c. **Discussion/Approval/Disapproval** of issuing a Notice of Award to Garney Companies, Inc., for the South Wastewater Treatment Plant Filtration System Project, in an amount not to exceed \$859,000 and to authorize the Mayor to execute the contract documents on behalf of the Town.
- d. **Discussion/Approval/Disapproval** to proceed with the demolition of the Cuen Building.
- e. **Discussion/Approval/Disapproval** of accepting Jo Cochran's resignation from the Historic District Advisory Commission.
- f. **Discussion/Approval/Disapproval** of appointing Jo Cochran, Georgine Duncan, and Debra Hansen to the Arts and Culture Commission.

9. **MANAGER'S REPORT**

10. CALL TO THE PUBLIC

11. CALL TO THE COUNCIL

12. ADJOURN TO EXECUTIVE SESSION

For the purpose of discussion or consultation for legal advice with the Town Attorneys regarding conflict of interest laws in accordance with A.R.S. §38-431.03(A)(3).

13.ADJOURNMENT FROM EXECUTIVE SESSION

14.ADJOURNMENT

Council may go into Executive Session at any time during the meeting for the purpose of obtaining legal advice from the Town's Attorney(s) on any of the agenda items pursuant to A.R.S. § 38-431.03(A)(3).

POSTED ON FEBRUARY 12, 2015, BY LISA GARCIA, TOWN CLERK, AT 775 NORTH MAIN STREET, 1000 SOUTH WILLOW STREET, FLORENCE, ARIZONA, AND AT WWW.FLORENCEAZ.GOV.

*****PURSUANT TO TITLE II OF THE AMERICANS WITH DISABILITIES ACT (ADA), THE TOWN OF FLORENCE DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY REGARDING ADMISSION TO PUBLIC MEETINGS. PERSONS WITH A DISABILITY MAY REQUEST REASONABLE ACCOMMODATIONS BY CONTACTING THE TOWN OF FLORENCE ADA COORDINATOR, AT (520) 868-7574 OR (520) 868-7502 TDD. REQUESTS SHOULD BE MADE AS EARLY AS POSSIBLE TO ALLOW TIME TO ARRANGE THE ACCOMMODATION.*****



TOWN OF FLORENCE COUNCIL ACTION FORM

AGENDA ITEM 7a.

MEETING DATE: February 17, 2015

DEPARTMENT: Administration

STAFF PRESENTER: Lisa Garcia, Deputy Town
Manager/Town Clerk

SUBJECT: Greater Florence Chamber of Commerce's
Special Event License Application

- Action
- Information Only
- Public Hearing
- Resolution
- Ordinance
 - Regulatory
 - 1st Reading
 - 2nd Reading
- Other

RECOMMENDED MOTION/ACTION:

Recommendation to the Arizona Department of Liquor Licenses and Control on the Greater Florence Chamber of Commerce's application for a Special Event Liquor License for First Thursday Mixer in March, on March 5, 2015.

BACKGROUND/DISCUSSION:

The Greater Florence Chamber of Commerce has submitted an application for a Special Event License. The purpose of a Special Event License is to allow charitable, civic, fraternal, political, or religious organizations to sell and serve spirituous liquor for consumption as a fundraiser. Special event licenses may be issued for no more than a cumulative total of 10 days in a calendar year. The fee for a Special Event License is \$25 per day, payable to the Arizona Department of Liquor License and Control. The \$25 check will be forwarded to the Arizona Department of Liquor Licenses upon Council's approval.

FINANCIAL IMPACT:

None

STAFF RECOMMENDATION:

Staff recommends the Council forward a favorable recommendation to the Arizona Department of Liquor Licenses and Control.

ATTACHMENTS:

Application

Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix AZ 85007-2934
www.azliquor.gov
(602) 542-5141

FOR DLLC USE ONLY

Event date(s):

Event time start/end:

APPLICATION FOR SPECIAL EVENT LICENSE

Fee= \$25.00 per day for 1-10 days (consecutive)

A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. §44-6852)

IMPORTANT INFORMATION: This document must be fully completed or it will be returned.

The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event. If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control (see Section 15).

SECTION 1 Name of Organization: Greater Florence Chamber of Commerce

SECTION 2 Non-Profit/IRS Tax Exempt Number: 86-0683213

SECTION 3 The organization is a: (check one box only)

- Charitable (501.C) Fraternal (must have regular membership and have been in existence for over five (5) years)
 Religious Civic (Rotary, College Scholarship) Political Party, Ballot Measure or Campaign Committee

SECTION 4 Will this event be held on a currently licensed premise and within the already approved premises?

Yes No

Name of Business

License Number

Phone (include Area Code)

SECTION 5 How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation (look in special event planning guide) and check one of the following boxes.

- Place license in non-use
 Dispense and serve all spirituous liquors under retailer's license
 Dispense and serve all spirituous liquors under special event
 Split premise between special event and retail location

(If not using retail license, submit a letter of agreement from the agent/owner of the licensed premise to suspend the license during the event. If the special event is only using a portion of premise, agent/owner will need to suspend that portion of the premise.)

SECTION 6 What is the purpose of this event? On-site consumption Off-site (auction) Both

SECTION 7 Location of the Event: Florence Paralegal Service

Address of Location: 310 N. Main Street Florence Pinal Arizona 85132
Street City County/State Zip

SECTION 8 Will this be stacked with a wine festival/craft distiller festival? Yes No

SECTION 9 Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Section 1. (Authorizing signature is required in Section 13.)

1. Applicant: Gilloon James Jan. 30, 1957
Last First Middle Date of Birth

2. Applicant's mailing address: PO Box 929 Florence Arizona 85132
Street City State Zip

3. Applicant's home/cell phone: (602) 785-2538 Applicant's business phone: (520) 868-9433

4. Applicant's email address: Florencechamber@gmail.com

SECTION 10

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?
 Yes No (If yes, attach explanation.)

2. How many special event licenses have been issued to this location this year? 2
 (The number cannot exceed 12 events per year; exceptions under A.R.S. §4-203.02(D).)

3. Is the organization using the services of a promoter or other person to manage the event? Yes No
 (If yes, attach a copy of the agreement.)

4. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name Greater Florence Chamber of Commerce Percentage 100%
 Address 24 W. Ruggles Florence Arizona 85132
Street City State Zip

Name _____ Percentage _____
 Address _____
Street City State Zip

5. Please read A.R.S. §4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT UNLESS THEY ARE IN AUCTION SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE"

6. What type of security and control measures will you take to prevent violations of liquor laws at this event?
 (List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

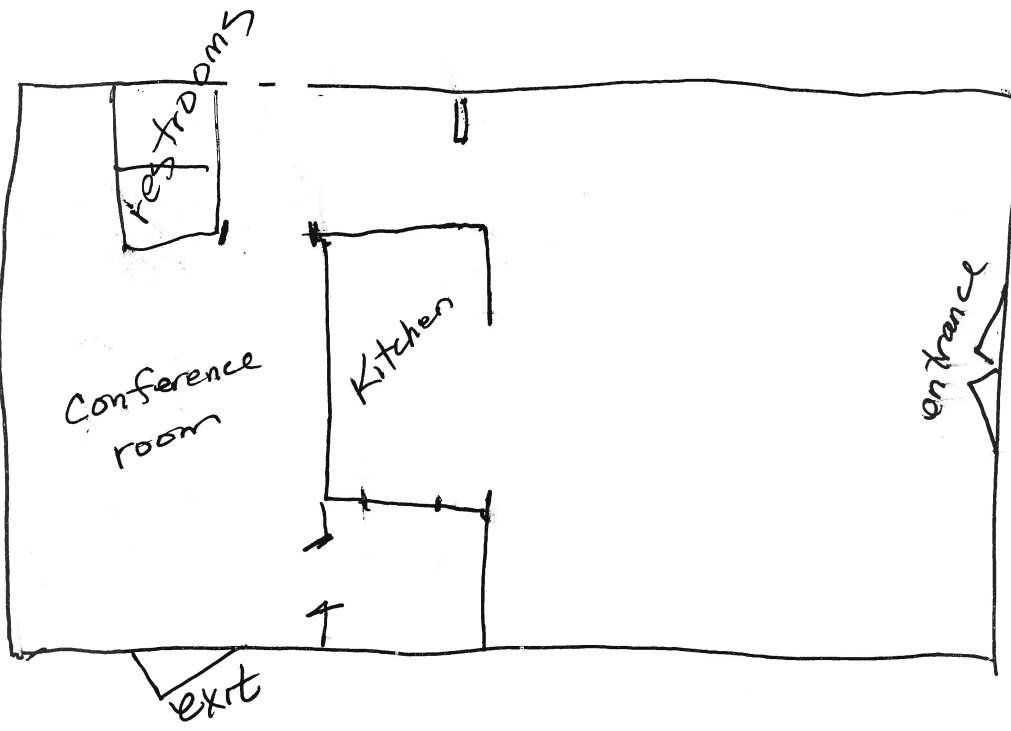
0 Number of Police 0 Number of Security Personnel Fencing Barriers

Explanation: Inside Event with Front Entrances and Back Entrances

SECTION 11 Date(s) and Hours of Event. May not exceed 10 consecutive days.
 See A.R.S. §4-244(15) and (17) for legal hours of service.

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>03/05/15</u>	<u>Thursday</u>	<u>4:30pm</u>	<u>6:30pm</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

N



Main Street

SECTION 13 This section is to be completed only by an Officer, Director or Chairperson of the organization named in Section 1.

I, James Gilloon declare that I am an OFFICER, DIRECTOR, or CHAIRPERSON
(Print full name)

appointing the applicant listed in Section 9, to apply on behalf of the foregoing organization for a Special Event Liquor License


X [Signature] Executive Dir. 2/5/15 520-868-9433
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 5 February 2015
Day Month Year

State Arizona County of Pinal

My Commission Expires on: 7-4-16
Date

[Signature]
Signature of Notary Public



SECTION 14 This section is to be completed only by the applicant named in Section 9.

I, James Gilloon declare that I am the APPLICANT filing this application as
(Print full name)

listed in Section 9. I have read the application and the contents and all statements are true, correct and complete.

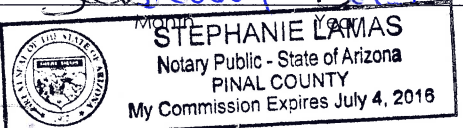
X [Signature] Executive Director 02/05/15 520-868-9433
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 5 February 2015
Day Month Year

State Arizona County of Pinal

My Commission Expires on: 7-4-16
Date

[Signature]
Signature of Notary Public



The local governing body may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction: http://www.azliquor.gov/assets/documents/homepage_docs/spec_event_links.pdf.

SECTION 15 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(government official) (Title)

on behalf of _____
(City, Town, County) Signature Date Phone

FOR DEPARTMENT OF LIQUOR LICENSES AND CONTROL USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: _____



TOWN OF FLORENCE COUNCIL ACTION FORM

AGENDA ITEM 7b.

MEETING DATE: February 17, 2015

DEPARTMENT: Administration

STAFF PRESENTER: Lisa Garcia, Deputy Town
Manager/Town Clerk

SUBJECT: San Tan United Sports Academy Special Event
License Application

- Action
- Information Only
- Public Hearing
- Resolution
- Ordinance
 - Regulatory
 - 1st Reading
 - 2nd Reading
- Other

RECOMMENDED MOTION/ACTION:

Recommendation to the Arizona Department of Liquor Licenses and Control on the San Tan United Sports Academy's application for a Special Event Liquor License for the Spring Festival Community Event on March 14, 2015.

BACKGROUND/DISCUSSION:

The Greater Florence Chamber of Commerce has submitted an application for a Special Event License. The purpose of a Special Event License is to allow charitable, civic, fraternal, political, or religious organizations to sell and serve spirituous liquor for consumption as a fundraiser. Special event licenses may be issued for no more than a cumulative total of 10 days in a calendar year. The fee for a Special Event License is \$25 per day, payable to the Arizona Department of Liquor License and Control. The \$25 check will be forwarded to the Arizona Department of Liquor Licenses upon Council's approval.

FINANCIAL IMPACT:

None

STAFF RECOMMENDATION:

Staff recommends the Council forward a favorable recommendation to the Arizona Department of Liquor Licenses and Control.

ATTACHMENTS:

Application

ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL

800 W Washington 5th Floor
Phoenix AZ 85007-2934
(602) 542-5141



400 W Congress #521
Tucson AZ 85701-1352
(520) 628-6595

APPLICATION FOR SPECIAL EVENT LICENSE
 Fee = \$25.00 per day, for 1-10 day events only
 A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. § 44-6852)

PLEASE NOTE: THIS DOCUMENT MUST BE FULLY COMPLETED OR IT WILL BE RETURNED.

****APPLICATION MUST BE APPROVED BY LOCAL GOVERNMENT**

DEPT USE ONLY
L.I.C.#

1. Name of Organization: SanTan United Sports Academy

2. Non-Profit/I.R.S. Tax Exempt Number: 45-5305598

3. The organization is a: (check one box only)

Charitable Fraternal (must have regular membership and in existence for over 5 years)

Civic Political Party, Ballot Measure, or Campaign Committee

Religious

4. What is the purpose of this event? Spring Festival Community Event

5. Location of the event: 3313 N. Anthem Way Florence Pinal 85132
Address of physical location (Not P.O. Box) City County Zip

Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Question #1. (Signature required in section #18)

6. Applicant: Hernandez, Ruben 2-8-1977
Last First Middle Date of Birth

7. Applicant's Mailing Address: 270 E. Hunt Highway Stella #173 SanTan
Street City State Zip

8. Phone Numbers: (402) 442-4625 () ()
Site Owner # Applicant's Business # Applicant's Home #

9. Date(s) & Hours of Event: (Remember: you cannot sell alcohol before 10:00 a.m. on Sunday)

	Date	Day of Week	Hours from A.M./P.M.	To A.M./P.M.
Day 1:	<u>3/14/15</u>	<u>Sat</u>	<u>11 AM / 5 PM</u>	<u>5 PM</u>
Day 2:	_____	_____	_____	_____
Day 3:	_____	_____	_____	_____
Day 4:	_____	_____	_____	_____
Day 5:	_____	_____	_____	_____
Day 6:	_____	_____	_____	_____
Day 7:	_____	_____	_____	_____
Day 8:	_____	_____	_____	_____
Day 9:	_____	_____	_____	_____
Day 10:	_____	_____	_____	_____

SanTan Valley, AZ, 85143

10. Has the applicant been convicted of a felony in the past five years, or had a liquor license revoked?
 YES NO (attach explanation if yes)
11. This organization has been issued a special event license for 1 days this year, including this event
(not to exceed 10 days per year).
12. Is the organization using the services of a promoter or other person to manage the event? YES NO
If yes, attach a copy of the agreement.
13. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds.
THE ORGANIZATION APPLYING MUST RECEIVE 25% of the gross revenues of Alcoholic Beverage Sales.

<u>Name</u>	<u>Address</u>	<u>Percentage</u>
San Tan United Sports Academy	270 E. Hunt Hwy	25%

(Attach additional sheet if necessary)

14. Knowledge of Arizona State Liquor Laws Title 4 is important to prevent liquor law violations. If you have any questions regarding the law or this application, please contact the Arizona State Department of Liquor Licenses and Control for assistance.

NOTE: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.
"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT PREMISES:"

15. What security and control measures will you take to prevent violations of state liquor laws at this event?
(List type and number of security/police personnel and type of fencing or control barriers if applicable)

2 # Police Fencing
 # Security personnel Barriers

Alcohol Area signed + fully fenced w/ officer stationed at entrance.

16. Is there an existing liquor license at the location where the special event is being held? YES NO
If yes, does the existing business agree to suspend their liquor license during the time period, and in the area in which the special event license will be in use? YES NO
(ATTACH COPY OF AGREEMENT)

Name of Business () Phone Number

17. Your licensed premises is that area in which you are authorized to sell, dispense, or serve spirituous liquors under the provisions of your license. The following page is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades or other control measures and security positions.

THIS SECTION TO BE COMPLETED ONLY BY AN OFFICER, DIRECTOR OR CHAIRPERSON OF THE ORGANIZATION NAMED IN QUESTION #1

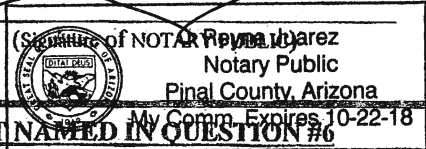
18. I, Ruben Hernandez, declare that I am an Officer/Director/Chairperson appointing the applicant listed in Question 6, to apply on behalf of the foregoing organization for a Special Event Liquor License.

X [Signature] President 2-3-15 480-747-8152
(Signature) (Title/Position) (Date) (Phone #)

Same as below

State of Arizona County of Pinal
The foregoing instrument was acknowledged before me this 3rd February 2015
Day Month Year

My Commission expires on: 10/22/2018
(Date)



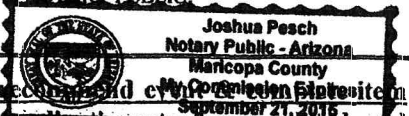
THIS SECTION TO BE COMPLETED ONLY BY THE APPLICANT NAMED IN QUESTION #6

19. I, Ruben Hernandez, declare that I am the APPLICANT filing this application as listed in Question 6. I have read the application and the contents and all statements are true, correct and complete.

X [Signature] Arizona Maricopa
(Signature) State of County of
The foregoing instrument was acknowledged before me this 27 January 2015
Day Month Year

My commission expires on: 09/21/2015
(Date)

[Signature]
(Signature of NOTARY PUBLIC)



You must obtain local government approval. City or County MUST record and certify the application. #20. The local city or county jurisdiction may require additional applications to be completed, and additional licensing fees before approval may be granted.

LOCAL GOVERNING BODY APPROVAL SECTION

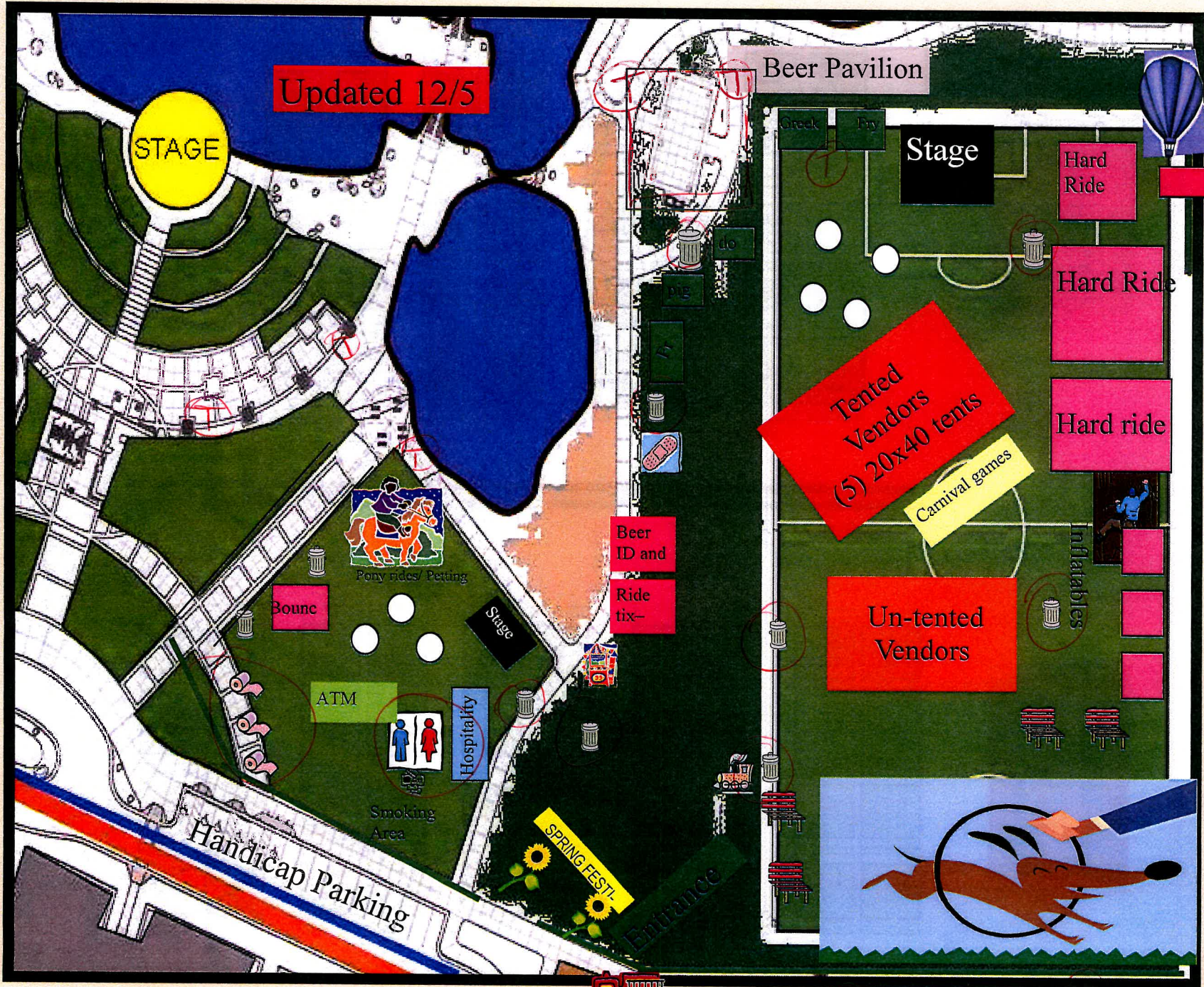
20. I, _____ hereby recommend this special event application
(Government Official) (Title)
on behalf of _____
(City, Town or County) (Signature of OFFICIAL) (Date)

FOR DLLC DEPARTMENT USE ONLY

Department Comment Section:

(Employee) (Date)

APPROVED DISAPPROVED BY: _____
(Title) (Date)



Spring Festival Map (Draft)

Additional Restrooms *



TOWN OF FLORENCE COUNCIL ACTION FORM

AGENDA ITEM 7c.

MEETING DATE: February 17, 2015

DEPARTMENT: Administration

STAFF PRESENTER: Lisa Garcia, Deputy Town Manager/
Town Clerk

SUBJECT: Recommendation to the Arizona Department of
Liquor License and Control on an Application for
a Temporary Extension of Premises Patio Permit.

- Action
- Information Only
- Public Hearing
- Resolution
- Ordinance
 - Regulatory
 - 1st Reading
 - 2nd Reading
- Other

RECOMMENDED MOTION/ACTION:

Recommendation of approval to the Arizona Department of Liquor License and Control on Kokopelli Moon Saloon's application for a Temporary Extension of Premises Patio Permit.

BACKGROUND/DISCUSSION:

The Kokopelli Moon Saloon is participating in the Town's Road to Country Thunder event on April 4, 2015, from 2:00 pm to 11:00 pm. The Road to Country Thunder is a battle of the bands. The winner will perform at the Country Thunder event on Wednesday, April 8, 2015.

Any business that has an active Arizona Liquor License can apply for a permit that temporarily extends the area where alcohol is served beyond the licensed boundaries. There is no cost for the temporary extension/patio permit. Arizona Statutes and regulation that apply are: R19-1-311, ARS § 4-244.31, § 4-244.20, and § 4-207.01

FINANCIAL IMPACT:

None

STAFF RECOMMENDATION:

Council to forward a recommendation of approval to the Arizona Department of Liquor Licenses and Control.

ATTACHMENTS:

Application

Subject: Kokopelli Moon Saloon Extension of Premises
Page 1 of 1

Meeting Date: February 17, 2015

Arizona Department of Liquor Licenses and Control
600 W Washington 5th Floor
Phoenix AZ 85007-2934
www.azliquor.gov
(602) 542-5141

FOR D/LLC USE ONLY
Date payment received: _____
CSR initials: _____

APPLICATION FOR EXTENSION OF PREMISES/PATIO PERMIT
This application must be returned to the Department of Liquor
(Notice: Allow 30-45 days to process permanent change of premises)

Permanent change of area of service. **A NON-REFUNDABLE \$50 FEE WILL APPLY.** Specific purpose for change: _____

Temporary change for date(s) of: 04/04/15 through 04/04/15 List specific purpose for change: _____

1. Licensee's Name: Ritter Patricia Rose
Last First Middle

2. Mailing Address: P.O. Box 1760 Florence AZ 85132
Street City State Zip

3. Business Name: Kokopeli Moon Saloon License # 06110069

4. Business Address: 255 No. Main St. Florence AZ 85132
Street City State Zip

5. Contact phone: 520 868-3700 Business phone: 520 868-0858

6. Email: ritterlawgroup@gmail.com

7. Is extension of premises/patio complete?
 N/A Yes No If no, what is your estimated completion date? ____/____/____

8. Do you understand Arizona Liquor Laws and Regulations?
 Yes No

9. Does this extension bring your premises within 300 feet of a church or school?
 Yes No

10. Have you received approved Liquor Law Training?
 Yes No If yes, when does your Certificate expire? Date: ____/____/____

11. What security precautions will be taken to prevent liquor violations in the extended area?
Security will be provided by Florence Police Department

12. **IMPORTANT:** ATTACH THE REVISED FLOOR PLAN CLEARLY DEPICTING YOUR LICENSED PREMISES AND WHAT YOU PROPOSE TO ADD.

Barrier Exemption: an exception to the requirement of barriers surrounding a patio/outdoor serving area may be requested. Barrier exemptions are granted based on public safety, pedestrian traffic, and other factors unique to a licensed premise. List specific reasons for exemption:

Investigation Recommendation: Approval Disapproval by: _____ Date: ____/____/____

➡ OBTAIN APPROVAL FROM LOCAL GOVERNING BODY BEFORE SUBMITTING TO THE DEPARTMENT ◀

➡ After completing the application, please take this application to your local Board of Supervisors, City Council or Designate for their recommendation. This recommendation is not binding on the Department of Liquor.

This change in premises is RECOMMENDED by the local Board of Supervisors, City Council or Designate:

(Authorized Signature) (Title) (Agency) Date

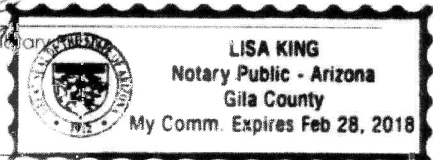
I, Patricia Rose Pfeffer, declare that I am the APPLICANT and, under penalty of perjury, making the foregoing application. I have read this application and the contents and all statements are true, correct and complete.
(Print full name)

x Patricia Rose Pfeffer Owner 02/09/15 520 668-3700
(Signature) Title/Position Date Phone #

The foregoing instrument was acknowledged before me this 02/09/15
Day Month Year

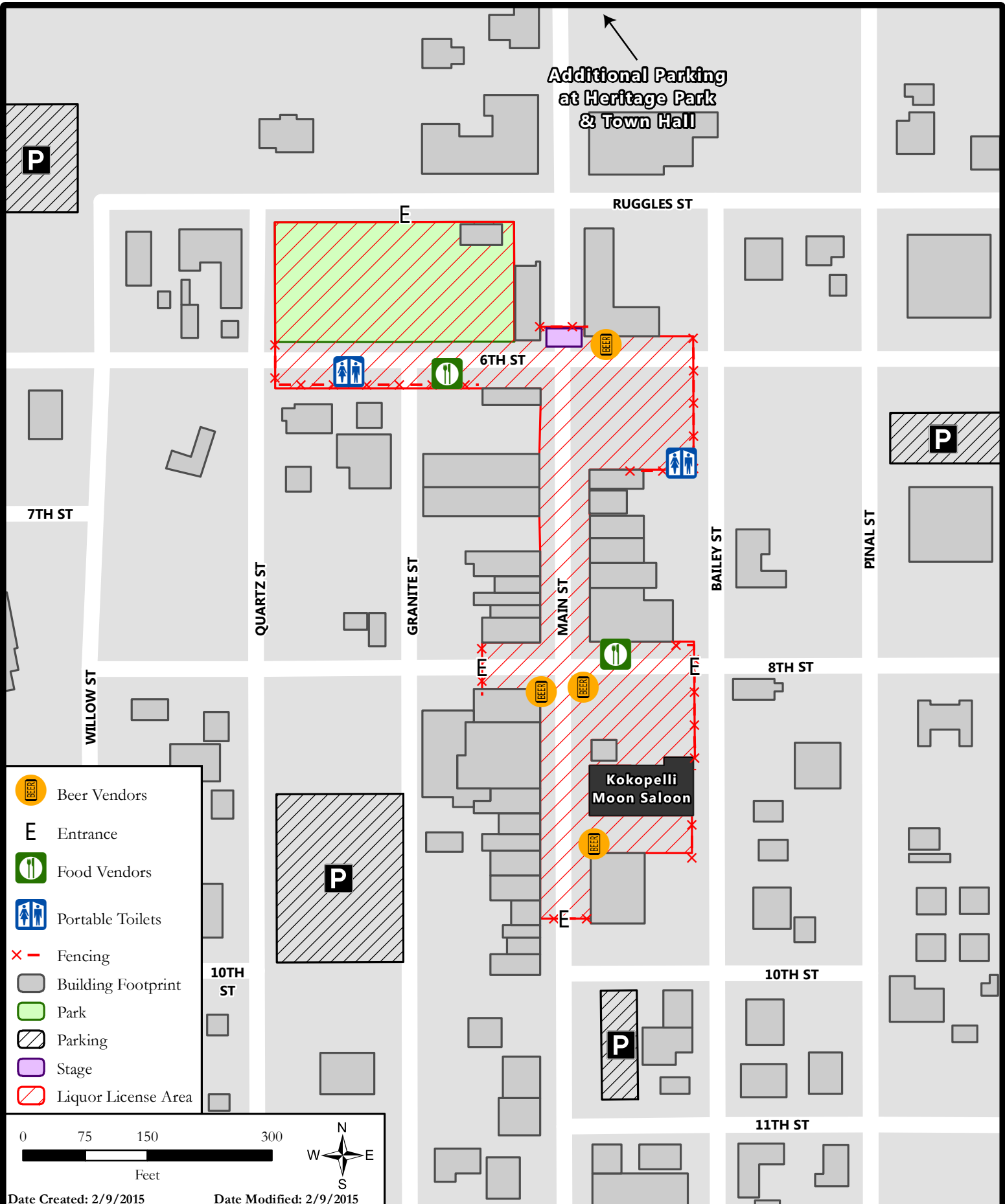
State Arizona County of Pinal Gila

My Commission Expires on: 2/28/18 Lisa King
Date Signature of Notary













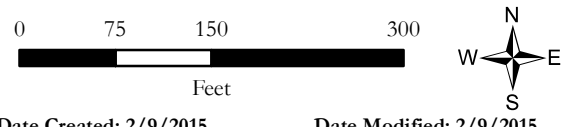
Investigation Recommendation: Approval Disapproval by: _____ Date: ____/____/____

Director Signature required for Disapprovals _____ Date: ____/____/____



Additional Parking
at Heritage Park
& Town Hall

-  Beer Vendors
-  Entrance
-  Food Vendors
-  Portable Toilets
-  Fencing
-  Building Footprint
-  Park
-  Parking
-  Stage
-  Liquor License Area




Date Created: 2/9/2015 Date Modified: 2/9/2015

This map is created for reference purposes only and is to be used at your own risk. The Town of Florence makes no warranty as to the accuracy or completeness of the information contained in this map and assumes no liability for any errors or omissions contained therein, nor for any direct, indirect, or consequential damages which may be caused by its use. It is the user's responsibility to verify all information contained herein. 2015-17

Road to Country Thunder
Saturday April 4, 2015
2:00 PM to 10:00 PM



Town of Florence

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 7d.
MEETING DATE: February 17, 2015 DEPARTMENT: Fire STAFF PRESENTER: Peter Zick, Fire Chief SUBJECT: Purchase of Drager SCBA communications system from L. N. Curtis & Sons		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other

RECOMMENDED MOTION/ACTION:

Approval of the purchase of a Drager SCBA from L. N. Curtis & Sons, in an amount not to exceed \$39,993.

BACKGROUND/DISCUSSION:

During the 2013-2014 budget process, \$35,000 was allocated in CIP to fund a communications system designed to enhance the communication between crew members and improve the clarity of messages over the radio during times when fire crews were wearing SCBAs. The project was not completed during that year due to testing and compliance issues during the development of the system and was not cleared for distribution at the end of the budget cycle. The system was developed and now meets all requirements for NFPA and OSHA. Due to our current brand of SCBA, a sole source vender in Arizona was used. L. N. Curtis & Sons is the only vendor authorized to distribute equipment for Drager.

FINANCIAL IMPACT:

This project would be funded using funds that were allocated in the 2013-2014 budget process that was rolled over to the current 2014-2015 budget. The total cost for the project is \$34,993.00.

STAFF RECOMMENDATION:

Staff recommends approving the purchase of Drager SCBA communications system from L & N Curtis.

ATTACHMENTS:

Sole Source Form
Quote

011 516 506

41063

Town of Florence
Sole Source/Emergency Purchase Justification
Purchases over \$1,000

Note: Exemption from competitive bidding is allowed only in the existence of an emergency or when it is clearly determined to be impractical to procure through the competitive bidding process. The department director shall submit this form to the Town Manager for approval before procuring materials or services.

Vendor Name: L N Curtis & Sons Date 21-Jan-15
Commodity (general description) 28 voice amplifier communications system for self contained breathing apparatus
Dollar Amount \$34,993.90 (If over \$10,000, must go to Town Council for approval)

Sole Source

Check all entries that apply:

- Purchase Request is made to the original manufacturer or provider; There are no regional distributors. (Item * must also be checked.)
- Purchase Request is made to the only area distributor of the original manufacturer or provider. (Item * must also be checked.)
- * This is the only known item that will meet the specialized needs of the department or perform the intended functions.
- Parts/equipment are not interchangeable with similar parts of another manufacturer.
- Parts/equipment are required from this vendor to provide standardization.
- The elements of time and, therefore, cost to the town override the potential cost savings realized through standard purchasing procedures.
- None of the above apply. Detailed explanation for sole source request is contained in the attached memorandum.

Emergency

Check all entries that apply. At least two of the following conditions must be met:

- Human life is in danger
- A natural disaster or act of God requires immediate action.
- An unanticipated circumstance poses a threat to city property.
- A situation exists where work on a specific project will stop or be adversely affected unless immediate action is taken.

Justification: This is the only Distributor of these items in this area.

On the basis of the foregoing, I recommend competitive procedures be waived and the material or service be procured as a sole source or emergency purchase as indicated above.

Signature of Department Director [Signature] Date 1-21-15

Review by Finance Director [Signature] Date 1/26/15

Approved by Town Manager [Signature] Date 1/21

[Handwritten mark]

(phone) 602-453-3911
 (toll free) 877-453-3911
 (fax) 602-453-3910
 azsales@lncurtis.com

L.N.CURTIS & SONS

TOOLS FOR HEROES® since 1929

Southwest Division
 4647 South 33rd St.
 Phoenix, AZ 85040
 www.LNCURTIS.com

QUOTATION

DATE 01/16/15	TERMS NET 30 DAYS	F.O.B. DEST BT	BASE CODE	QUOTATION NO. 5036726-00
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TO: TOWN OF FLORENCE FIRE DEPT
 ATTN CHIEF SAMPLE
 72 EAST 1ST STREET
 FLORENCE, AZ 85132

This quotation subject to acceptance within 30 days. Shipment contingent upon strikes, fires, accidents or other delays beyond reasonable control for the company. L.N. Curtis and Sons retains ownership and title to all equipment until fully paid for in legal money of the United States of America. All prices quoted subject to applicable Federal, State, County or City Taxes and Licenses.

L.N. CURTIS AND SONS

By BRENDON NORTON

QUANTITY	UNIT	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
28	EA	R58821 DRAGER	THANK YOU FOR THIS OPPORTUNITY TO QUOTE. WE ARE PLEASED TO OFFER REQUESTED ITEMS AS FOLLOWS. IF YOU HAVE ANY QUESTIONS, NEED ADDITIONAL INFORMATION, OR WOULD LIKE TO PLACE AN ORDER, PLEASE CONTACT: TRAVIS SPARKS - (520)-709-6360 or TSPARKS@LNCURTIS.COM BRENDON NORTON - (877)-453-3911 or BNORTON@LNCURTIS.COM *TRANSPORATION IS INCLUDED IN BELOW PRICING. FPS VOICE AMPLIFIER W/ JEDI MOTOROLA FITTING	1154.00	32312.00
				Sub Total	32312.00
				Sales Tax	2681.90
				Total	34993.90

Last Page

MINUTES OF THE FLORENCE TOWN COUNCIL MEETING HELD ON MONDAY, JANUARY 5, 2015, AT 5:00 P.M., IN THE CHAMBERS OF TOWN HALL, LOCATED AT 775 NORTH MAIN STREET, FLORENCE, ARIZONA.

CALL TO ORDER

Mayor Rankin called the meeting to order at 5:00 pm.

ROLL CALL:

Present: Rankin, Walter, Woolridge, Hawkins, Guilin, Anderson
Absent: Montañó

ADJOURN TO EXECUTIVE SESSION

For the purpose of discussion and consultation with the Town's attorneys for legal advice and to consider the Town's position and instruct its attorneys in regard to pending litigation in Pinal County Superior Court: Town of Florence v. Florence Copper, Inc., CV 2013-02511. A.R.S. 38-431.03(A)(3) and (4).

On motion of Vice-Mayor Walter, seconded by Councilmember Guilin, and carried to adjourn to Executive Session.

ADJOURN FROM EXECUTIVE SESSION

On motion of Vice-Mayor Walter, seconded by Councilmember Anderson, and carried to adjourn from Executive Session.

INVOCATION

Mayor Rankin called for a moment of silence.

PLEDGE OF ALLEGIANCE

Mayor Rankin led the Pledge of Allegiance.

CALL TO THE PUBLIC

Call to the Public for public comment on issues within the jurisdiction of the Town Council. Council rules limit public comment to three minutes. Individual Councilmembers may respond to criticism made by those commenting, may ask staff to review a matter raised or may ask that a matter be put on a future agenda. However, members of the Council shall not discuss or take action on any matter during an open call to the public unless the matters are properly noticed for discussion and legal action.

There were no public comments.

PRESENTATIONS

Florence Town Council Meeting Minutes
January 5, 2015
Page 1 of 7

Acceptance of two awards from the Arizona Chapter of the American Planning Association for the 2014 Distinguished Historic Landmark Award and 2014 Best Ordinance/Regulation Award.

Mr. Mark Eckhoff, Community Development Director, stated that the Town was honored with two awards at the 2014 Arizona American Planning Association Conference. The awards were for the Brunenkant Bakery Building Stabilization Project and for the Territory Square Zoning District Project. The American Planning Association recognized the creativity that went into creating a unique type of zoning district that has a strong focus on form, character, sustainability and developing a true sense of place.

Mr. Eckhoff thanked the Council, Wayne Costa, Town Engineer, and Swan Architects for their work on the Brunenkant Bakery Building Stabilization Project and Swaback Partners for their assistance in developing the Territory Square Zoning District document.

Mayor Rankin stated that winning these types of awards is a rarity and to be honored with two in one year is astounding. He recognized everyone involved with the projects and their vision, encapsulating the history of the Town and its future.

CONSENT: All items on the consent agenda will be handled by a single vote as part of the consent agenda, unless a Councilmember or a member of the public objects at the time the agenda item is called.

Authorization to enter into a Professional Services Agreement with the Baxter Design Group, LLC.

Authorization to enter into a Professional Services Agreement with Lee Engineering, LLC.

Authorization to enter into an Intergovernmental Agreement with Pinal County for Election and Recorder Services to conduct a May 19, 2015 special mail ballot election.

Authorization to enter into an Intergovernmental Agreement between the Town of Florence and the Town of Superior for the purpose of providing fire department dispatching services for the Superior Fire Department to include ambulance service.

Resolution No. 1491-15:

Ms. Lisa Garcia, Deputy Town Manager/Town Clerk read Resolution No. 1491-15 by title only.

A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, RENAMING WEST SPIRIT WAY, FLORENCE, ARIZONA, TO WEST SPIRIT LOOP, FLORENCE, ARIZONA.

Recommendation of Approval to the Arizona Department of Liquor Licenses and Control on Florence Gardens Mobile Home Association's applications for a Special Event Liquor License for their Annual Style Show-Annual Fund Raiser on March 17, 2015.

Recommendation of Approval to the Arizona Department of Liquor Licenses and Control on the Greater Florence Chamber of Commerce's applications for a Special Event Liquor License for their First Thursday Mixer on February 5, 2015.

Approval of accepting the register of demands ending November 30, 2014 in the amount of \$2,449,658.37.

On motion of Vice-Mayor Walter, seconded by Councilmember Guilin, and carried to approve the Consent Agenda, as written, with the exception of items 9b, 9d and 9h.

9b. Authorization to enter into a Professional Services Agreement with Lee Engineering, LLC.

Councilmember Anderson inquired as to what services Lee Engineering will be providing.

Mr. John Mitchell, Interim Public Works Director, stated the agreement is to capture the work that Lee Engineering has already been providing the Town, establishing a procedure for approving and awarding individual projects through the use of the task orders, which is consistent with current purchasing policy procedures.

Mr. David Brueggemann, Lee Engineering, LLC, stated that the project for Fire Station 2 is to complete the plans for the emergency signal on Hunt Highway that were started approximately 1½ years ago. The second project is to conduct a study at the intersection of Hunt Highway and Attaway. There are Federal guidelines that require specific studies to be done before a signal light can be installed. The studies are being completed, and include the amount of curvature at the intersection and other safety aspects that need to be considered for a traffic signal.

On motion of Councilmember Anderson, seconded by Vice-Mayor Walter, and carried to approve item 9b of the Consent Agenda, as written.

9d. Authorization to enter into an Intergovernmental Agreement between the Town of Florence and the Town of Superior for the purpose of providing fire department dispatching services for the Superior Fire Department to include ambulance service.

Mayor Rankin inquired if the agreement is with the Town of Superior or if the Fire Department a district.

Ms. Lisa Garcia, Deputy Town Manager/Town Clerk, stated that the Fire Department is a department within the Town of Superior. She stated that the Superior Fire Department contacted the Florence Dispatch Center requesting fire dispatch services. The Florence Dispatch Center has the capability and capacity to regionalize and provide services to other public safety departments in addition to those of Florence Police and Fire. The Town of Florence will be indemnified in the contract and will be compensated for these services.

Mayor Rankin inquired if the Town of Superior responds to areas outside of its Town limits.

Mr. Mark Pryor, Town of Superior, stated that the Town covers a 70 square mile area that goes up to Gonzales Pass and down to Oaks Flats.

On motion of Councilmember Hawkins, seconded by Councilmember Woolridge, and carried to approve item 9d of the Consent Agenda, as written.

9h. Approval of accepting the register of demands ending November 30, 2014 in the amount of \$2,449,658.37.

Councilmember Anderson inquired about the payment to Hills Brothers Corporation for the restock of sodium bisulfate.

Mr. Mitchell stated that the sodium bisulfate is used at the Waste Water Treatment Plant.

On motion of Councilmember Anderson, seconded by Councilmember Hawkins, and carried to approve item 9h of the Consent Agenda, as written.

NEW BUSINESS

Ms. Garcia read Resolution No. 1492-15 by title only.

A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, ORDERING AND CALLING A SPECIAL ELECTION TO BE HELD ON MAY 19, 2015, IN AND FOR THE TOWN OF FLORENCE, ARIZONA, TO SUBMIT TO THE QUALIFIED ELECTORS OF THE TOWN THE QUESTION OF SHALL THE TOWN OF FLORENCE REGAIN LOCAL CONTROL AND EXCEED THE STATE-IMPOSED EXPENDITURE LIMITATION FOR FISCAL YEAR 2015-2016 BY \$15,000,000, TO ALLOW THE TOWN TO ADOPT A BUDGET NO GREATER THAN THE AMOUNT THAT WAS ADOPTED FOR FISCAL YEAR 2014-2015?

Ms. Garcia stated the resolution calls for a Special Election on May 19, 2015, for the purpose of asking the qualified voters of the Town of Florence if the Town shall regain local control and exceed the state-imposed expenditure limitation for Fiscal Year 2015-2016 by \$15,000,000. She stated that if the voters authorize a specific amount in excess of the state imposed expenditure limitation, they would be providing the ability to

develop a budget that will maintain the current level of services that the citizens of Florence have come to expect in areas of police, fire, economic and community development, parks and recreation, water, wastewater and sanitation services. She stated if the voters do not pass the election, the Town will still receive but will not be able to spend the over \$24,000,000 in revenue it will collect in the 2015-2016 Fiscal Year for the services stated.

On motion of Councilmember Guilin, seconded by Councilmember Hawkins, and carried to adopt Resolution No. 1492-15.

Discussion/Approval/Disapproval of Board and Commission Appointments to and authorization for staff to continue to accept application until all seats are filled.

- I. Appointment of Tom Celaya and Ann Rankin to the Arts and Culture Commission with terms to expire on December 31, 2017, assigning Tom Celaya as the Chair for a one year period as per code.**
- II. Appointment of Cathy Adam, Debbie Novotny, and Michael Fitzgerald* to the Historic District Advisory Commission with Terms to expire December 31, 2017.**
- III. Appointment of Alfred Celaya, Louis Henry Padilla, and Peter Villa Verde to the Industrial Development Authority with terms to expire December 31, 2020.**
- IV. Appointment of Sheree Berber, Eugene Horan and Talma Harman to the Joint Library Advisory Board with a term to expire December 31, 2016. Appointment of Trudy Kelm as Alternate to the Joint Use Library Advisory Board with a term to expire December 31, 2016.**
- V. Appointment of Shawn Gibson and Robert Smidt* to the Parks and Recreation Board with terms to expire December 31, 2017**
- VI. Appointment of Billie Jo Garcia and Bruce Fenstermaker to the Planning and Zoning Commission with terms to expire December 31, 2017.**

Ms. Garcia stated that the Clerk's office began taking applications for the board and commission positions in October 2014. She stated that she, and Mayor Rankin, reviewed the applications on December 29, 2014 and did not have enough applicants to fill the open positions. They felt it was important to bring the applications to Council without interviews as there will still be open positions if the current applicants are approved.

Ms. Garcia stated that the Board and Commission members only serve on one committee which is the historical standard for the Town.

Councilmember Hawkins inquired on the amount of openings on the Industrial Development Authority and asked for confirmation on the length of the term.

Ms. Garcia stated that there are currently four openings on the IDA with a recommendation to fill three of those positions. She stated that the term for the committee is for five years, which is set by state statute.

On motion of Councilmember Woolridge, seconded by Councilmember Guilin, and carried to approve the appointments to the boards and commissions as stated and authorize staff to continue to accept applications for all open positions until filled.

DEPARTMENT REPORT

Manager's Report

Department Reports

Community Development

Courts

Finance

Fire

Library

Parks and Recreation

Police

Utilities

The Department Reports were received and filed.

CALL TO THE PUBLIC

Ms. Mary Battle, Florence resident, stated the Florence Woman's Club will hold its annual Fashion Show Luncheon on January 17, 2015. All proceeds from the event will go to the Florence High School and the Poston Butte High School scholarship funds. Tickets are available at the Florence Visitor Center. She stated that the Mosaic Church is hosting a free concert at the Women's Club tomorrow night.

CALL TO THE COUNCIL

Councilmember Hawkins thanked the Community Development Department for their actions in resolving a residential home construction issue. Councilmember Woolridge stated that she would like to thank all those who volunteer for the boards and commissions and all of their hard work and efforts on those committees.

Councilmember Anderson stated that Mount Athos Restaurant was recognized in the AAA magazine this month. He said it was recognition for the restaurant and for the Town.

Vice-Mayor Walter wished everyone a Happy New Year. She encouraged residents to review the Parks and Recreation programs on the Town website and sign up for programs.

Mayor Rankin stated that the Town has many projects that will be completed this year including the library and aquatic center. He stated that his hope will be for Main Street extension to be completed as well. He thanked the staff for their hard work and dedication last year and looks forward to another great year, moving the Town forward as one cohesive community.

ADJOURNMENT

On motion of Councilmember Hawkins, seconded by Councilmember Woolridge, and carried to adjourn the meeting at 6:56 pm.

Tom J. Rankin, Mayor

ATTEST:

Lisa Garcia, Town Clerk

I certify that the following is a true and correct copy of the minutes of the Florence Town Council meeting held on January 5, 2015, and that the meeting was duly called to order and that a quorum was present.

Lisa Garcia, Town Clerk

MINUTES OF THE FLORENCE TOWN COUNCIL MEETING HELD ON MONDAY, JANUARY 20, 2015, AT 6:00 P.M., IN THE CHAMBERS OF TOWN HALL, LOCATED AT 775 NORTH MAIN STREET, FLORENCE, ARIZONA.

CALL TO ORDER

Mayor Rankin called the meeting to order at 6:02 pm

ROLL CALL:

Present: Rankin, Walter, Woolridge, Hawkins, Montañño, Guilin, Anderson

INVOCATION

Pastor Kevin McGinnis, Florence Police Department Chaplin and Senior Pastor at Mosaic Church of the Nazarene, led the invocation.

PLEDGE OF ALLEGIANCE

Mayor Rankin led the Pledge of Allegiance

CALL TO THE PUBLIC

Call to the Public for public comment on issues within the jurisdiction of the Town Council. Council rules limit public comment to three minutes. Individual Councilmembers may respond to criticism made by those commenting, may ask staff to review a matter raised or may ask that a matter be put on a future agenda. However, members of the Council shall not discuss or take action on any matter during an open call to the public unless the matters are properly noticed for discussion and legal action.

PUBLIC HEARINGS

Application by the WLB Group, Inc., on behalf of Johnson Ranch Estates, LLC., And Majestic Ranch, LLC ,for a Minor General Plan amendment to the Town's 2020 General Plan Future Land Use Map, and for Discussion/Approval Disapproval of Resolution No. 1493-15.

Ms. Lisa Garcia, Deputy Town Manager/Town Clerk, read Resolution No. 1493-15 by title only.

RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, APPROVING THE JOHNSON RANCH ESTATES MINOR GENERAL PLAN AMENDMENT FOR (CASE PZC-01-15-GPA).

Mr. Mark Eckhoff, Community Development Director, stated that the Minor General Plan Amendment to the Town's 2020 General Plan Future Land Use Map being requested is to change the land use designation on approximately 1,266 acres from Low Density

Residential, Medium Density Residential, High Density Residential 1 and Community Commercial to Master Planned Community. The intent of the amendment is to amend the land use designation on the site to allow the opportunity to modify the project over time without having to amend the plan each time. He stated that future amendments would be completed through the zoning amendment process which is easier for a development of this size. The project qualifies for the Master Plan Community category based on the size of the project, there being a master developer, a development agreement and PUD zoning that will guide the details specific to this development.

Mr. Eckhoff stated that the Planning and Zoning Committee has forwarded a favorable recommendation to Council.

Councilmember Anderson inquired as to what the high-density product will be for the project.

Mr. Eckhoff stated that the project will most likely not have super high-density projects. He stated that the developer is hoping to have a variety of densities including a range of lot sizes from one acre to quarter acre lots for single family residential homes, possibly an RV Resort and condominiums and/or attached town homes.

Councilmember Anderson inquired what the financial impact the amendment would have to the Town.

Mr. Eckhoff stated there would be a financial impact on the Town in regards to the zoning and subsequent subdivision and development requests by amending the General Plan. The Town will also experience financial benefits through permitting fees, developing fees, sales taxes and property taxes that will be generated once the project gets through the zoning process.

Councilmember Anderson inquired if estimated costs have been calculated for the financial impact to the Town for services it will provide and inquired what the impact fees will be for the project.

Mr. Eckhoff stated a five acre site has been set aside for a fire station with a police sub-station that will service the area in the development agreement and zoning documents. He stated that services are currently being provided by the Town to this area and the future facility will be phased in as the project develops over time. The impact fees are the standard fees charged by the Town. He stated that the standard impact fee for this project on a single-family home is estimated at \$3400 to \$4000 which is substantially less than the Town's regular impact fee estimated at \$12,000. He stated that Johnson Utilities will be servicing the project which accounts for the reduction in the impact fee.

Councilmember Montaña stated that the project has a plan to develop a school for the community and he is recommending that the developer work with the Florence Unified School District to ensure that a proper facility is built within the allotted time frame of five years.

Mr. Eckhoff stated that Mr. Johnson and his development team believe it is important to the project to have one school if not more for the community and intend to work with the Florence Unified School District.

Mayor Rankin opened the public hearing. There were no public comments, Mayor Rankin closed the public hearing.

On motion of Councilmember Hawkins, seconded by Vice-Mayor Walter, and carried to adopt Resolution No. 1493-15.

Public Hearing on request for an amendment to the Florence Ranch Planned Unit Development to amend and replace with the Johnson Ranch Estates Planned Unit Development. First Reading of Ordinance No. 625-15:

Ms. Garcia read Ordinance No. 625-15 by title only.

AN ORDINANCE OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, APPROVING THE JOHNSON RANCH ESTATES PLANNED UNIT DEVELOPMENT (PZC-02-15-PUD).

Mr. Eckhoff stated that the request is for an amendment to the Florence Ranch PUD to amend and replace the existing PUD with the Johnson Ranch Estates PUD. He stated that proposed change provides for a significant variety of residential, commercial, mixed use and other land uses for a well-rounded master planned community. The mixed use area is intended to provide a flexible development zone that would include: residential, town center, a senior and assisted living facility, recreational vehicle resort and/or commercial components. He stated that a proposed equestrian center hopes to capitalize on the project's location and utilize the connecting washes to access rural areas including the Town's rodeo grounds.

Mr. Eckhoff stated that the density envisioned for the project is 3.8 dwelling units per acre. The land use intensities within the project have been graduated to buffer lower intensity land uses from the higher intensity uses. The commercial parcels will be accessed directly from major roadways to minimize traffic within the residential neighborhoods.

Mr. Eckhoff stated that there have been two changes to the recommended stipulations of the Johnson Ranch Estates PUD. He stated that the first being in Item 6 which references sidewalks. The intent for the project is to have sidewalks on both sides of the streets built to Town standards but to allow the Town's Engineer and Community Development Director to have flexibility when going through the subdivision process to allow for modifications or to waive the sidewalk requirement when there is a minimum of a quarter acre lot size. He stated this flexibility would be with the larger lots and or horse property areas where sidewalks would not be appropriate. He stated the next recommended change is to Item 7 which speaks to the floodplain and 404 wash areas of the project. He stated the change is to minimize encroachment of development into these areas that need to be properly maintained for flood control and drainage

purposes. He stated that FEMA floodplain and 404 washes shall be conveyed to and maintained by one or more homeowner and/or Property Owner Associations established for Johnson Ranch Estates.

Mr. Eckhoff stated that the Planning and Zoning Commission has forwarded a unanimous favorable recommendation to Council.

Councilmember Hawkins inquired as to what type of RV Resort is being planned.

Mr. Eckhoff stated the intent is to have an RV Resort which would include park models and drivable RVs.

Councilmember Anderson inquired to the set-backs for the residential homes.

Mr. Eckhoff stated that the standard setback for residential homes is a minimum of five feet by five feet. He stated that depending on the lot size or home design, bay windows, pop outs, etc. will be allowed to encroach a maximum of two feet into one side of the minimum side yard setback.

Councilmember Anderson inquired if the street size proposed of 28 feet is adequate for service trucks and vehicles to access when residents are parking on the street?

Mr. Eckhoff stated that the PUD does stipulate that the project is subject to a traffic impact analysis with review and approval of the Town Engineer. He stated that the 28 foot wide street is envisioned for the larger lot areas where street parking would not be more prevalent to the large lot lifestyle. He stated the project will be required to meet the Town's standards and will be a high quality product.

Vice-Mayor Walter stated that she would like to see at least one sidewalk on either side of a roadway.

Mr. Eckhoff stated that in the area of the larger lots or equestrian lots, a traditional sidewalk may be a bridal trail or a decomposed rock path which would be more conducive to the anticipated lifestyle of these lots.

Mayor Rankin inquired as to whom will maintain these nontraditional type sidewalks.

Mr. Eckhoff stated that all right-of-ways will be maintained by the Town of Florence. He stated if a gated enclave is developed to Town standards, then those areas would be maintained by a private entity or an Association.

Mayor Rankin opened the public hearing. There were no public comments; Mayor Rankin closed the public hearing.

Public Hearing on an application received from Roger Kenneth Burton for the Giant Store #647, located at 520 N. Pinal Parkway, Florence, Arizona, for a New

Series 10 beer and wine license; and for Council recommendation for approval or disapproval of said license.

Ms. Lisa Garcia, Deputy Town Manager/Town Clerk, stated the Town Clerk's Office received the application and posted it at the Giant Store #647 for the required 20 days. The Town has not received any complaints regarding the application. Town staff recommends that the Town Council approve the application.

Councilmember Hawkins inquired if the request was to renew their current license.

Ms. Garcia stated that the request is for a new license under the name of the new owner.

Mayor Rankin opened the public hearing. There were no public comments. Mayor Rankin closed the public hearing.

On motion of Councilmember Guilin, seconded by Councilmember Montaña, and carried to submit a recommendation for approval to the Arizona Department of Liquor License and Control on the application submitted by Roger Kenneth Burton, Giant Store #647, located at 520 N. Pinal Parkway, Florence, Arizona.

Public Hearing on an application received from Roger Kenneth Burton for the Giant Store #650, located at 649 N. Pinal Parkway, Florence, Arizona, for a New Series 10 beer and wine license; and for Council recommendation for approval or disapproval of said license.

Ms. Lisa Garcia, Deputy Town Manager/Town Clerk, stated the Town Clerk's Office received the application and posted it at the Giant Store #650 for the required 20 days. The Town has not received any complaints regarding the application. Town staff recommends that the Town Council approve the application.

Mayor Rankin opened the public hearing. There were no public comments. Mayor Rankin closed the public hearing.

On motion of Councilmember Hawkins, seconded by Councilmember Guilin, and carried to submit a recommendation for approval to the Arizona Department of Liquor License and Control on the application submitted by Roger Kenneth Burton, Giant Store #650, located at 649 N. Pinal Parkway, Florence, Arizona.

CONSENT: All items on the consent agenda will be handled by a single vote as part of the consent agenda, unless a Councilmember or a member of the public objects at the time the agenda item is called.

Resolution No. 1494-15

Ms. Lisa Garcia read Resolution No. 1494-15 by title only.

A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, ADOPTING A RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN FOR FY 2015, AS REQUIRED UNDER SECTION 104(d) OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974 AS AMENDED.

Accept a grant of \$99,280 from the Arizona State Library, Archives and Public Record's State Grants-in-Aid Construction Program to offset the cost of constructing the Children's Collection Area of the new library facility.

Favorable recommendation to the Arizona Department of Liquor Licenses and Control on the Florence Gardens Home Owners Association's Special Event License to host a dance and appreciation dinner on February 7, 2015.

Favorable recommendation to the Arizona Department of Liquor Licenses and Control on the Coolidge-Florence Elks Lodge's application for a Special Event License for the annual Prison Run being held at the Charles Whitlow Rodeo Grounds on February 8, 2015.

Favorable recommendation to the Arizona Department of Liquor Licenses and Control on the Assumption of Blessed Virgin Mary Roman Catholic Church's application to host a fundraiser on February 14, 2015.

Favorable recommendation to the Arizona Department of Liquor Licenses and Control on the Greater Florence Chamber of Commerce's Special Event License to host a Casino Night on February 21, 2015 at Sun City Union Center Anthem Merrill Ranch.

Favorable recommendation to the Arizona Department of Liquor Licenses and Control on Caliente Casa de Sol's application to host a Spring Fling Fundraiser – Woodstock Bar on February 21, 2015.

Favorable recommendation to the Arizona Department of Liquor Licenses and Control on Caliente Casa de Sol's application to host a Spring Fling Fundraiser – Talent Show on February 24, 2015.

Favorable recommendation to the Arizona Department of Liquor Licenses and Control on Caliente Casa de Sol's application to host a Spring Fling Fundraiser – Chicken Challenge on February 25, 2015.

Favorable recommendation to the Arizona Department of Liquor Licenses and Control on Caliente Casa de Sol's application to host a Spring Fling Fundraiser – Casino Night on February 27, 2015.

Favorable recommendation to the Arizona Department of Liquor Licenses and Control on Caliente Casa de Sol's application to host a Spring Fling Fundraiser – Horse Races on March 1, 2015.

Approval of the December 15, 2014 Town Council minutes.

Receive and file the following board and commission minutes:

- i. October 8, 2014 Historic District Advisory Board minutes.**
- ii. October 15, 2014 Joint-Use Library Advisory Board minutes.**

On motion of Councilmember Montaña, seconded by Councilmember Anderson, and carried to approve the items on the Consent Agenda as submitted, excluding item 7a.

7a. Resolution No. 1494-15: Adoption of A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, ADOPTING A RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN FOR FY 2015, AS REQUIRED UNDER SECTION 104(d) OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974 AS AMENDED.

Vice-Mayor Walter inquired as to how the selection process works and does the Town have applicants.

Mr. Ernest Felix, Grants and Assessments Manager, stated that based on Housing Rehabilitation guidelines adopted previously by Council, applicants are selected in a chronological order of when the application was submitted and the Town does have a list of applicants at this time.

On motion of Vice-Mayor Walter, seconded by Councilmember Hawkins, and carried to adopt Resolution No. 1494-15.

NEW BUSINESS

Introduction of Town Lobbyist Mario E. Diaz & Associates

Ms. Garcia stated that the Town filed a Request for Qualification to solicit for a Town lobbyist. She stated that Mr. Charles Montoya, Town Manager, reviewed all responses and has entered into contract with Mario E. Diaz & Associates.

Mr. Mario E. Diaz, President of Mario E. Diaz & Associates, introduced Melissa Keckler, Director of Government Relations and Charles Fisher, Senior Associate. He stated that his company is a bipartisan firm conducting work at the Arizona Capital for 15 years. He has worked for Congressman Ed Pastor and State Attorney, United States Attorney General and Governor Janet Napolitano. He is honored to be representing the Town of Florence at the Arizona State Capital.

Mayor Rankin welcomed the team from Mario E. Diaz & Associates. He stated that there are four things that are at the top of the list for the lobbyist team to watch:

- Shared Revenue which Governor Ducey has stated will be reduced in the near future.
- Any action on the Copper Mine situation,
- Incorporation legislation

- Anything to do with water.

MANAGER'S REPORT

Ms. Garcia reminded Council of the work sessions planned over the next four months and if Council has any other topics to add to the sessions to please contact her or Mr. Montoya.

CALL TO THE PUBLIC

There were no comments.

CALL TO THE COUNCIL

Councilmember Anderson stated that the Congressional Town Hall scheduled for January 23, 2015 is a great opportunity to let our Representative know what is important to the Town and citizens and encouraged members to attend this event.

Councilmember Montañó stated that the flyer is out for the Historical Home Show on February 14, 2015. He stated that it is a great walking tour for the entire family.

Councilmember Hawkins stated that he would like to remind everyone that the EPA Open House and public hearing on the Florence Copper in-situ recovery project is scheduled for January 22, 2015 at the Florence High School gym.

Vice-Mayor Walter stated that she would like to have Council review the selection process for the CDBG Grant and have it be a selection process based on a set criteria of need verses chronological date order of application submission.

Mayor Rankin stated that he is pleased to see the our State Representatives coming to Town, crossing party lines to do what is best for our Town and State. He thanked everyone for their prayers, cards and well wishes.

ADJOURN TO EXECUTIVE SESSION

For the purpose of discussion or consultation for legal advice with the Town Attorneys regarding open meeting laws in accordance with A.R.S. 38-431.03 (A)(3).

On Motion of Vice-Mayor Walter, seconded by Councilmember Guilin, and carried to adjourn to Executive Session.

ADJOURN FROM EXECUTIVE SESSION

On Motion of Vice-Mayor Walter, seconded by Councilmember Montañó, and carried to adjourn from Executive Session.

ADJOURNMENT

On motion of Councilmember Montaña, seconded by Councilmember Hawkins, and carried to adjourn the meeting at 7:29 pm.

Tom J. Rankin, Mayor

ATTEST:

Lisa Garcia, Town Clerk

I certify that the following is a true and correct copy of the minutes of the Florence Town Council meeting held on January 20, 2015, and that the meeting was duly called to order and that a quorum was present.

Lisa Garcia, Town Clerk

MINUTES OF THE FLORENCE TOWN COUNCIL MEETING HELD ON MONDAY, JANUARY 26, 2015, AT 6:00 P.M., IN THE CHAMBERS OF TOWN HALL, LOCATED AT 775 NORTH MAIN STREET, FLORENCE, ARIZONA.

CALL TO ORDER

Mayor Rankin called the meeting to order at 6:00 p.m.

ROLL CALL:

Present: Rankin, Walter, Hawkins, Montaña, Guilin, Anderson
Absent: Woolridge

WORK SESSION

Discussion on the use of Community Facilities District Financing.

Mr. Mike Farina, Finance Director, stated that in 2005 Town Council formed two Community Facility Districts (CFD) in Anthem at Merrill Ranch, having recognized the ability of a CFD to provide for the construction and/or acquisition of public infrastructure that might otherwise be more costly or not provided at all. He stated that under state statute, the CFDs may issue tax-exempt General Obligation (GO) bonds which are generally used for regional improvements and Special Assessment (SA) bonds which are generally used for local neighborhood improvements. He stated that the Town Council serves as the Board of Directors of the CFDs.

Mr. Mark Reader, Managing Director with Stifel Nicolaus, stated that GO bond monies are used for regional public infrastructure payable and secured by property taxes. He stated that SA bond monies are used for local public infrastructure which includes roads, streets, curbs, gutters, water and waste water. He stated the Town has an SA bond of \$3500.00 per lot. The taxes are collected by Pinal County through the property tax collection process; however, in some cases, the Town bills and collects the assessments directly.

Mr. Reader stated that currently District 1 has \$3.8 million in GO bonds and \$3.5 million in SA bonds. District 2 has \$4.7 million in Go bonds and \$2.9 million in SA bonds. He stated that the CFD Public Policy Objectives are:

- Growth should pay for itself
- Regional public infrastructure improvements funded with general obligation bond proceeds.
- In-track public infrastructure funded with special assessment bond proceeds
- Consistent secondary property tax rate and special assessments between the District No. 1 and No. 2

He stated that CFDs are regulated by the Arizona State Statutes and are throughout the State of Arizona including in the towns of Coolidge and Casa Grande and are usually for the development of large projects like a master planned community.

Mr. Reader stated that the underwriting criteria for the sale of bonds are conservative, prudent and well thought out. The Town's general rule is to have a lien value of four to one. He stated that GO bonds are based on the as assessed values of the home and will go up as the value of the home increases and so will the secondary tax obligation. The secondary tax rate is \$3.25 per \$100 of secondary assessed valuation. The operations and maintenance secondary tax rate is \$.30 per \$100 of secondary assessed valuation. The SA bond of \$3,500 is amortized over 25 years although some lots owners choose to pay the entire amount in full.

Councilmember Guilin stated that interest is a charge on the SA bond and the Town stops taking one-time payments in April of each year in preparation of the closing of the physical year to properly calculate the interest.

Vice-Mayor Walter thanked Mr. Farina for including the pay-off amount on the yearly tax bill as it was not previously provided and is helpful to the lot owners in the Districts.

Councilmember Anderson inquired as to the differences between the two bonds and what is exactly paid for by each of them.

Mr. Reader stated that Special Assessment (SA) bonds are primarily used for the in-tract public infrastructure which includes roads, streets, curbs, gutters, water and waste water that benefits a specific lot. General Obligation (GO) bonds are for regional infrastructure improvement items which include Fire Stations and major artery roadways within the project.

Mr. Reader stated that the Anthem at Merrill Ranch CFDs are progressing slowly with the following lot sale update provided by Pulte Homes, LLC:

- CFD No. 1 654 in Sun City
- CFD No. 1 418 in Parkside
- CFD No. 1 17% sold with 1072 lots out of 6400 planned

- CFD No. 2 394 in Sun City
- CFD No. 2 692 in Parkside
- CRD No. 2 37% sold with 1086 lots out of 2945 planned

Mr. Reeder stated that the commercial portion of the project is progressing slowly and that Pulte Homes, LLC, is committed and significantly invested in the project and the Town.

Mr. Reader stated that the overlapping jurisdiction and tax rates for CFD No. 1 and No. 2 is \$18.85 per \$100 of assessed value for those who own property within the

boundaries of the districts. He stated the average tax range for the State is between \$20.00 and \$21.00 per \$100 of assessed value.

Mayor Rankin inquired if the State pays for a portion of the primary tax obligation.

Mr. Reader stated that the State does have a homeowner rebate program that depending on the primary tax rate does pay a portion of the tax obligation.

Ms. Lisa Garcia, Deputy Town Manager/Town Clerk, inquired as to how a District is formed.

Mr. Michael Cafiso, Attorney with Greenburg Traurig, stated that a District is formed by obtaining a petition with 100% of the landowners signing agreeing to the development of the District. Then at a duly called Council meeting, the Council will approve the formation of the District. He stated the District may sell GO bonds if approve at an election of qualified electors or landowners within the District. To be sold at public sale, the bonds must receive a minimum investment grade rating by a nationally recognized bond rating agency. He stated that the bond amount for District No. 1 is \$1.3 billion and District No. 2 is \$100 million. He stated these amounts are based on the estimated costs for the projects and taking in account for inflation and general changes to the project during development.

Councilmember Anderson inquired if a CFD can be dissolved.

Mr. Cafiso stated that a CFD cannot be dissolved while it has debt.

Mr. Reader stated that over time they do review credit ratings and look to refinance bonds to obtain a better interest rate. He stated that the current credit rating for both districts is BBB minus; low investment grade, which is considered good as both districts are in the early stage of developments.

Ms. Garcia inquired what the reality would be if a Board did not vote in favor for a bond issue.

Mr. Reader stated that the Board has full authority over the District. He stated before a bond measure becomes before the Board, public hearings are held and with approval the measure will come before the Board. He stated that if the Board does not approve the bond then the Developer would have to decide if they would fund the infrastructure attached to the bond themselves or provide a less quality product or no product at all.

Councilmember Anderson stated he believes that the residents of the Districts are subsidizing Pulte Homes, LLC, and are paying back Pulte's loan.

Mr. Cafiso stated that this is a policy question but pointed out that the development of CFDs and use of bonds helps to develop a better quality product. He recommended speaking with the Pulte Homes, LLC directly.

Mr. Charles Montoya, Town Manager, stated that the development and use of CFDs is nationwide and helps Towns to grow and develop. Without the use of the CFDs, Developers may choose to build a less quality product or increase the cost of the home to cover the expense of the infrastructure.

Vice-Mayor Walter inquired as to who makes up the qualified voters in a CFD.

Mr. Cafiso stated a qualified voter is anyone who owns property in the CFD.

Councilmember Anderson requested a complete breakdown from Pulte Homes, LLC on the bond fund expenditures.

Mayor Rankin called for a ten minute recess.

Mayor Rankin called the meeting to order.

Discussion on Council Rules of Procedures and possible amendments.

Ms. Garcia stated that this is an opportunity for the Council to review and amend the Rules of Procedures that were last amended in 2012 to ensure they are working properly. She reviewed the changes that were done in 2012 which included;

1. 1.2 Parliamentarian: The Council Liaison shall serve as Parliamentarian for each respective Board, Commission, or Committee.
2. 4.1 Regular Meetings: Exclude the last meeting in December as a regular meeting.
3. 6.2 Regular Meetings: Moment of Silence/Prayer/Invocation added before the Pledge of Allegiance and adding a second Call to the Public at the end of the meeting.
4. 6.3 Special Meetings: Added a second Call to the Public at the end of the meeting.
5. 6.6 Roll Call Attendance: Remove; the Mayor may then ask for a motion to excuse those council members absent, if any.
6. 6.13 Recess/Break: A member of Council may call for a recess/break if necessary.

4.1 Regular Meetings: Exclude the last meeting in December as a regular meeting.

Ms. Garcia stated that she would like to remove “excluding the last meeting in December” to allow for the swearing in of new council members and to allow for Town business to keep moving forward.

Mayor Rankin stated he agrees that Council should hold two meeting a month to ensure the Town business is completed in a timely manner.

4.3 Special Meetings: the Mayor or Town Manager or at the request of three council members shall call a special meeting.

Ms. Garcia stated that council members have inquired as to why it takes three council members to call a special meeting.

Councilmember Anderson stated that he is concerned with the policy as it appears to be contradictive to the Open Meeting Law where there might be a quorum if more than three council members are called to obtain the requirement of three.

Ms. Garcia stated that she would obtain a legal review of the policy for Council.

4.4 Work Sessions: Work sessions shall be held the second or fifth Monday of the month when necessary.

Ms. Garcia stated that the council members have inquired as to why work sessions are scheduled inconsistently. She stated that work sessions are meetings that are planned to provide additional information and education on specific topics or items. Special meetings are called when there is a time-sensitive topic that needs Council’s attention.

Mayor Rankin stated he would like to see the policy changed to state that work sessions will be held on any Monday other than those of a regularly scheduled Council meeting.

4.7 Meetings to be Open To The Public

Ms. Garcia stated that she would like to change the language regarding convenience copies being provided to Homeowner Associations. She stated that many times the notices and information are not distributed to the members. She stated that she would like to change the language to state that citizens can register directly on the Town’s website and receive the curtsy email notification directly from the Town.

Council agreed to the change.

5.3 Distribution of Notices and Agendas

Vice-Mayor Walter inquired as to the difference between 5.3 Distribution of Notices and Agendas and 7.3 Council Packets. She stated that 5.3 states notices and agendas shall be posted no less than 24 hours prior to the meetings which is a legal requirement and 7.3 states council packets will be provided no less than 72 hours prior to a meeting.

Mr. Montoya stated that recently there has been a need to obtain legal documents from outside sources that has delayed the distribution of the packets.

Ms. Garcia stated it is the Clerk's office goal to obtain all necessary information for the topics on the agenda and distribute packets on the Thursday before a meeting. She stated that she will work with all departments to meet the Thursday request. She stated that the language will be changed in 7.3 to reflect this.

6.2 Regular Meetings: Moment of Silence/Prayer/Invocation added before the Pledge of Allegiance and adding a second Call to the Public at the end of the meeting.

Councilmember Hawkins stated that he would like to see the Call to the Public be limited to 3 minutes per speaker.

Mayor Rankin stated that he would not be in favor of limiting anyone from speaking at a Council meeting with or without a speaker form completed.

Councilmember Anderson stated he is in favor of the second call to the public as it allows members of the audience who have a comment on something that was covered during the meeting to share their thoughts.

Councilmember Montaña stated that during a recent training with the League of Cities and Towns, it was pointed out that meetings are to be conducted with observation by the public audience and it is the Council's decision if they will have a call to the public and when during the meeting it will take place. He stated that the requirement of a form being completed to speak assists in proper documentation of the meeting. He stated he has observed that the second call to the public at the end of the meeting is more of a time to express anger instead of providing prudent information.

Mayor Rankin stated he believes it is good practice to allow Town members to express their opinions before and after the meeting.

Ms. Garcia stated Councilmember Montaña is correct that it is up to the individual councils whether or not there will be a call to the public during a meeting. She stated it is current policy of Town Council to have two calls to the public at a regular meeting; one at the beginning of the meeting and one at the end of the meeting, one call to the public at the end of a special meeting and during a work session, there is not a call to the public.

Mr. Garcia recapped based on discussion this evening, no changes will be made to policy but the need for completing a speaker form will be encouraged and limiting speakers to 3 minutes will be used.

6.7 Action Items; A request to schedule an appearance before Town Council shall be submitted to the Town Clerk for review by the Town Manager not less than seven days prior to the Town Council meeting at which the person desires the item to be heard.

Ms. Garcia stated that the policy originally stated 14 days prior but there is a need to reduce the request window to seven days to accommodate submissions being processed in a timely fashion.

Councilmember Anderson inquired as to why the Town Manager needs to review a request to have an item put in front of Council. He stated that he was previously denied the opportunity to speak to the Council on topics that he believes were under the authority of the Council.

Ms. Garcia stated that it is Council policy to have an item brought forward that is under the authority of the Council. An item that is not under the Council's authority cannot be an action item on an agenda. She stated for example would be a request that is under the authority of Pinal County verses the Town of Florence. She stated that anyone who requests a topic on the agenda and it is determined that the topic is not under the authority of the Council, that the Clerk's office does advise that the person they can speak to the Council during the Call to the Public and through that process the Council can direct staff to place the topic on a future agenda for discussion.

Ms. Garcia recommended that language be added that stated that anyone who is not satisfied with the response of Administration can come before the Council during the Call to the Public portion of a council meeting and at that time Council can direct staff to place the topic on a future agenda if they deem it is within their authority. Council members concurred with the change.

Mayor Rankin stated that a person has two options if not satisfied with Administration; they can speak with a council member or go through the Call to the Public.

9.2.6 Order and Decorum; Any council member may call for a previous question on any issues under debate. The call for previous question must receive a second and then receive at least a two-thirds vote.

Ms. Garcia stated that there had been confusion on how to call for the question and wanted to make sure Council understands the process. She stated that a call for the question occurs when a council member believes there has been enough discussion and wants to vote. She did stated that the word previous will be removed as it is a typographical error.

15.1 Regularly Scheduled or Unscheduled Boards, Commissions and Committees

Ms. Garcia stated that the Art and Culture Commission has been added and recommends that Council dissolve the Redevelopment Advisory Commission and have Council take on those responsibilities as the Commission if and when needed. She stated that in the last three years there has not been any business related to the Commission to act upon. She stated that Mr. Mannato, prior Town Attorney, stated it would not be a conflict to have Council take on the role of the Commission.

Mayor Rankin inquired if there was a way to change or adjust the responsibilities of the Commission and charge the Commission with a new mission.

Mr. Jess Knudson, Assistant Town Manager, stated that the Commission does not have any standing responsibilities to act on to keep the Town operations moving forward.

Mr. Montoya stated that the Town does not have any active redevelopment projects for the Commission. If and when in the future there is a project, a Commission can be put in place.

Council members concurred with the change.

15.2 Recommendations for Appointments to Boards, Commissions and Committees

Ms. Garcia stated that appointments have occurred this year where Council approved appointments without interviews as there were not enough applicants to fill the open positions. She stated this process will be added to the procedure for when this situation happens again.

Council members concurred with the change.

15.5.D Terms, Vacancies, Removal; Individuals may serve as a voting member on more than one regularly scheduled or unscheduled boards, commissions and committees at one time.

Ms. Garcia stated that she would like to remove the item so the policies match the philosophy of the Council.

Council agreed with the removal of item 15.5.D.

15.5.E.1 Terms, Vacancies, Removal; A member ceasing to be a Florence resident unless the Town Council has provided that such member may be a non-resident.

Ms. Garcia stated that with the annexation pending and the change in the Library; going from a District library to a Town library, there are people on boards and commissions

that will no longer qualify for their position. She inquired if Council would like her to write an Ordinance regarding living within the Town boundaries.

Council agreed that all members should be residents of the Town and requested Ms. Garcia to write the ordinance.

15.6 Alternates

Ms. Garcia stated that alternates only serve on a board or commission in an event of a vacancy. She stated that alternates are not a part of the quorum nor may they step in when a quorum is not met. The only time an alternate can participate by voting in the meeting or be a part of quorum is when they are sworn in as an active member.

Council requested this topic to be table for further review at a future meeting.

17.C Code of Ethics; Conduct of Members

Ms. Garcia stated that staff is not the policing agent for Council. Council needs to police themselves.

Councilmember Hawkins inquired about conflict of interest for Council members.

Ms. Garcia stated that if a council member feels they have a conflict of interest on a topic in front of Council to obtain a written legal opinion from the Town Attorney stating the nature of the conflict in relation to the agenda item. She stated this protects the council member and the Florence public image.

Discussion on Invocation Policy

Councilmember Hawkins stated that he has received comments from concerned citizens regarding the Invocation not being non-denominational.

Ms. Garcia stated that there was a court ruling in June 2014 that you can be denominational specific when speaking in front of a town council.

Councilmember Montaña stated that he would prefer the invocation to be a moment of silence.

Ms. Garcia stated that she provided Council with material regarding the ordinances that need to be changed to be compliant with the policies and procedures of the Town a discussed and approved. She stated that she will be writing a resolution regarding the change in the Invocation policy for Council approval.

Discussion on Administrative Section of the Town Code.

Ms. Garcia stated that she had provided the Administrative section of the Town Code to Council for informational purposes.

Discussion on scheduling for Formal Town Council Pictures.

Ms. Garcia stated that pictures will be on Monday, February 2, 2015, in Council chambers starting at 5:00 p.m. She also stated that she needed biographical updates for each Council member.

CALL TO THE COUNCIL

ADJOURNMENT

On motion of Councilmember Hawkins, seconded by Vice-Mayor Walter, and carried to adjourn the meeting at 8:15 pm.

Tom J. Rankin, Mayor

ATTEST:

Lisa Garcia, Town Clerk

I certify that the following is a true and correct copy of the minutes of the Florence Town Council meeting held on January 26, 2015, and that the meeting was duly called to order and that a quorum was present.

Lisa Garcia, Town Clerk

**TOWN OF FLORENCE
HISTORIC DISTRICT ADVISORY COMMISSION
SPECIAL MEETING MINUTES**

SPECIAL MEETING OF THE HISTORIC DISTRICT ADVISORY COMMISSION OF THE TOWN OF FLORENCE HELD WEDNESDAY, NOVEMBER 19, 2014, AT 6:00 PM, IN THE CHAMBERS OF TOWN HALL, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.

CALL TO ORDER

Chairman Wheeler called the meeting to order at 6:00 pm.

ROLL CALL

Present: Wheeler, Smith, Reid, Cochran, Adam and Tapia.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Smith.

DISCUSSION/APPROVAL/DISAPPROVAL of the minutes of the special meeting conducted on October 8, 2014.

On motion of Commissioner Reid, seconded by Commissioner Adam, and carried to approve the minutes with corrections of the special meeting conducted on October 8, 2014.

NEW BUSINESS

CASE HDAC-10-14-DR (FLORENCE COLLECTIBLES, COINS & STUFF)

DISCUSSION/APPROVAL/DISAPPROVAL of a Design Review signage application for the "Florence Collectibles, Coins & Stuff" retail establishment located at 260 North Main Street in Florence, Arizona.

Heath Reed, Town Planner, stated this historic commercial building was built in 1898 as a flat roof adobe structure. This building is one of the few remaining examples of the adobe-walled regional/vernacular wood support earth-roofed Sonoran or Spanish Colonial architectural tradition still standing on Main Street. The building has been utilized for commercial uses from a restaurant, bank, office and recently as a retail shop. This property is zoned Downtown Commercial (DC) which allows retail uses.

The owner has met with staff and submitted an application for Design Review for signage at the 260 North Main Street location. The awning sign and a suspended sign

will be located on the front of the awning and under the awning. The awning sign will be 8" x 72". The suspended sign will be 18" x 36".

The design will contain black/green lettering with a white background. Staff recognizes that the location and style of the sign is a good fit for this location and follows the Florence Town Site Historic District Preservation Design Guidelines for awning and suspended signs.

The font that the applicant is proposing is not one of the three options suggested within the Guidelines. However, the font is close to the suggested fonts within the Florence Town Site Historic District Preservation Design Guidelines and is still legible and easy to read with a color comparison that is not intrusive or loud and distracting. The colors provide significant contrast between the background of the sign and the letters. Staff notes that the design of the sign does not clash with current signs within the area.

Staff found that this request was in compliance with applicable Town Codes and hereby recommended approval to the Historic District Advisory Commission for the Design Review application HDAC-10-14-DR, subject to the following conditions:

1. Construction of signage shall conform to the exhibits presented on November 19, 2014.
2. Design Review approval shall expire in one (1) year from this approval (November 19, 2014) if a building permit is not issued for the subject site/project within said period.
3. Signage shall comply with all applicable Town Codes, including all applicable building, fire and engineering codes.

The applicant spoke stating he is opening his business in this location so the building will not sit vacant or be torn down and so he can support Main Street. He requested that the Commission allow him to have three separate signs, all to hang from the awning.

The Commission asked various clarifying questions to the applicant, all of which the applicant answered sufficiently.

The applicant stated he chose not to use one of the Town recommended fonts due to readability and cost.

The Commission and Mr. Reed discussed adding additional font suggestions in the future.

On motion of Commissioner Smith, seconded by Commissioner Cochran, and carried to approve the Design Review signage application for the "Florence Collectibles, Coins & Stuff" retail establishment located at 260 North Main Street in Florence, Arizona.

COMMISSION BOARD ELECTION

Heath Reed, Town Planner, stated there is the vacant seat of Vice-Chair which the Board should nominate a Commission member to fill. Only Commissioners in attendance may vote, nominate someone to fill the seat or nominate themselves to fill the seat. Mr. Reed opened the floor for nominations.

Commissioner Cochran nominated Commissioner Cathy Adam. There were no other nominations. Commissioner Adam accepted the nomination.

On motion of Commissioner Smith, seconded by Commissioner Cochran and carried to approve the Commissioner Board Election of Cathy Adam as the Vice-Chair of the Historic District Advisory Commission.

CALL TO THE PUBLIC/COMMISSION RESPONSE

Call to the Public for Comment is limited to issues within the jurisdiction of the Town of Florence Historic District Advisory Commission. Individual Commission members may respond to criticism made by those commenting, may ask staff liaison to review a matter raised, or may ask that a matter be put on a future agenda.

Ruth Harrison, Florence resident, inquired if the Commission might be able to find a way to encourage the owner of the consignment store to repair and repaint the outside of the building.

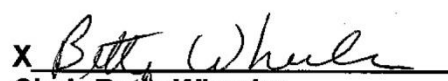
The Commissioners stated that is outside of their jurisdiction and recommended that Ms. Harrison contact the "3F" organization that has been painting buildings within the town.

CALL TO THE COMMISSION

The Commission reminded those in attendance to not forget the Parada Parade event, which will be held on Saturday, November 29, 2014 at 10:00 am.

ADJOURNMENT

The meeting was adjourned at 6:28 pm by Chairman Wheeler.

x 
Chair Betty Wheeler

TOWN OF FLORENCE PARKS AND RECREATION ADVISORY BOARD

MINUTES FROM THE REGULAR MEETING HELD ON TUESDAY, OCTOBER 15 2014 AT 4:30 P.M. IN THE COUNCIL CHAMBER OF TOWN HALL, LOCATED AT 775 N. MAIN STREET, FLORENCE, AZ.

1. CALL TO ORDER

Chairman Revis called the meeting to order at 4:33 P.M.

2. ROLL CALL

Present: Jaclyn Revis, Shawn Gibson, Connie Stephens

Absent: Don Pinson, Donald Woolridge, Mayor Tom Rankin, and Council Liaison Tara Walter

3. DISCUSSION/APPROVAL/DISAPPROVAL OF THE APRIL 24, 2014 AND JULY 24, 2014 PARKS AND RECREATION ADVISORY BOARD MEETINGS.

On motion by Board member Gibson, seconded by Board member Stephens, and carried to approve the April 24, 2014 and July 24, 2014 meeting minutes.

4. NEW BUSINESS:

a. Welcome New Advisory Board Member Connie Stephens

Mr. Bryan Hughes introduced and welcomed new Board Member Connie Stephens.

b. Padilla Park Update

Bryan updated the Board of the near completion of Padilla Park which is about 99% complete; there are still dedication plaques that need to be installed along with signage of Park and Splash Pad Rules. Bryan commented that he is getting quotes for shade sails that will be placed over the performance pad. Mr. Hughes reminded the Board Members that the Padilla Park Dedication will be on Thursday, Oct. 23, 2014 at 6:00 pm with the first Concert in the Park to follow at 7:00 pm. Mr. Hughes indicated that someone asked if the west lawn may be reserved for weddings at Padilla Park; Mr. Hughes indicated that in the future this could be a possibility. Board Member Gibson asked if pictures of the whiskey bottles would be displayed. Mr. Hughes said indeed the pictures are already up at the Park for Public view.

c. Territory Square- Library/Recreation Complex Project Update

Mr. Hughes indicated that he will be meeting with a Rep. from Swaback, the Territory Square designer, for ideas on how the building should look like. The building visage will be consistent with history, but modern. Chairman Revis asked where handicapped parking will be. Mr. Hughes indicated handicapped parking will be close to the building. Member Gibson asked if Low Mountain will be working with local vendors on the construction of Territory Square. Mr. Hughes replied that he wasn't sure if they would seek local vendors, but Low Mountain has worked with local restaurants for the Ground Breaking Ceremony and might ask them for help on the Opening ceremonies. Member Stephens asked if the Town preferred contractors to work with local businesses. In response to Ms. Stephens's question, Mr. Hughes said he was not sure, but would look into it. Member Gibson asked if there will be snacks or beverages sold at the pool area of the new complex. Mr. Hughes replied that there is a space for a vendor to come in or we can also place vending machines.

d. Territory Square- Fitness and Recreation Center Project Update

At the July work session for the Library, Council asked if the Fitness Center would be moved. Mr. Hughes let Council know that as of right now the Fitness Center will stay in its current location. Mr. Hughes was instructed by Council to research the cost to have the Fitness Center built by the new complex. At the following Council meeting, Council approved to send out an RFQ for the Fitness Center. At the pre-submittal meeting, 35 people attended from 29 different construction companies. Council will then have to decide if the Town should move forward. Member Stephens asked if the Advisory Board makes any recommendations. Mr. Hughes said not on this particularly because it came directly from Council.

e. Capital Improvement Projects Update

Mr. Hughes updated the Advisory Board of upcoming Capital improvements. Currently there is the ball field lighting which is budgeted for \$150,000; we are looking at purchasing lights directly from manufacturer. Other projects include, replacing the water fountain at the dog park, installing water drinking fountains at Main Street Park, irrigation upgrades.

f. Board Member Terms

Mr. Hughes let Board members know, if their appointment expiration date was approaching and if they were still interested in being on our Advisory Board that they needed to re-apply.

5. UNFINISHED BUSINESS

a. Parks and Recreation Staff and Advisory Board Planning Retreat Recap

Mr. Hughes thanked Member's Gibson and Revis for participating in our mission, vision, values statements, once it's drafted Council will have to approve. Member Stephens asked if we didn't have a mission statement already. Mr. Hughes indicated he didn't know of one for our Department.

b. Discussion of the Tree City USA program

Mr. Hughes said he will be working with Lena Austin, from Future Forward, on receiving donated trees to the Town. Mr. Hughes wants to make sure our Department is following all the guidelines for Tree City, USA.

c. Discussion of the Playful City USA program

Mr. Hughes indicated the Parks and Recreation Department will be establishing a play committee made up of Advisory Board members, Parks Staff and a local business owner. He also indicated we will be starting the application process by April 2015.

6. CALL TO THE PUBLIC/BOARD RESPONSE

Ruth Harrison suggested going onto the Arbor Day website to get pertinent information on proper care of trees. Ms. Harrison also inquired about Home Tour. Ruth also commented on the trees planted at Padilla Park, she believes the trees are too small and young, does not reflect the design sketch that was circulated. Ms. Harrison also commented about a tree at Jacques Square that is not looking in shape.

CALL TO THE PUBLIC FOR PUBLIC COMMENT ON ISSUES WITHIN THE JURISDICTION OF THE TOWN OF FLORENCE PARKS AND RECREATION ADVISORY BOARD. COUNCIL RULES LIMIT PUBLIC COMMENT TO THREE MINUTES. INDIVIDUAL MEMBERS MAY RESPOND TO CRITISIM MADE BY THOSE COMMENTING, MAY ASK STAFF TO REVIEW A MATTER RAISED OR MAY ASK THAT A MATTER BE PUT ON A FUTURE AGENDA. HOWEVER, MEMBERS SHALL NOT DISCUSS OR TAKE ACTION ON ANY MATTER DURING AN OPEN CALL TO THE PUBLIC UNLESS THE MATTERS ARE PROPERLY NOTICED FOR DISCUSSION AND LEGAL ACTION.

7. CALL TO THE BOARD

None

8. ADJOURNMENT

On motion made by Member Gibson, seconded by Member Stephens, and carried to adjourn the meeting at 5:35 P.M.

Approved:



Jaclyn Revis, Chairman

Posted 23 day of January 2015, by Maria Hernandez, Deputy Town Clerk, at 775 North Main Street and 1000 South Willow Street, Florence, Arizona 85132 and at www.florenceaz.gov.

******PURSUANT TO TITLE II OF THE AMERICANS WITH DISABILITIES ACT (ADA), THE TOWN OF FLORENCE DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY REGARDING ADMISSION TO PUBLIC MEETINGS. PERSONS WITH A DISABILITY MAY REQUEST REASONABLE ACCOMMODATIONS BY CONTACTING THE TOWN ADA COORDINATOR, AT (520)868-7574 OR (520)868-7502 TDD. REQUESTS SHOULD BE MADE AS EARLY AS POSSIBLE TO ALLOW TIME TO ARRANGE THE ACCOMMODATION.******

**TOWN OF FLORENCE
PLANNING AND ZONING COMMISSION
REGULAR MEETING MINUTES**

REGULAR MEETING OF THE TOWN OF FLORENCE PLANNING AND ZONING COMMISSION HELD THURSDAY, DECEMBER 18, 2014 AT 6:00 PM AT TOWN HALL COUNCIL CHAMBERS LOCATED AT 775 NORTH MAIN STREET, FLORENCE, ARIZONA.

CALL TO ORDER

Vice-Chair Putrick called the meeting to order at 6:00 pm.

ROLL CALL:

Present: Vice-Chair Putrick, Commissioner Petty, Commissioner Pranzo, and Commissioner Garcia.

PLEDGE OF ALLEGIANCE

Vice-Chair Putrick led the Pledge of Allegiance.

DISCUSSION/APPROVAL/DISAPPROVAL of the minutes of the regular meeting conducted on September 18, 2014 and October 16, 2014.

On motion of Commissioner Petty, seconded by Commissioner Pranzo, and carried to approve the regular meeting minutes of September 18, 2014 and October 16, 2014.

NEW BUSINESS - PUBLIC HEARING:

CASE PZC-01-15-GPA

(JOHNSON RANCH ESTATES MINOR GENERAL PLAN AMENDMENT)

PRESENTATION/DISCUSSION/RECOMMENDATION for an application by The WLB Group, Inc. on behalf of Johnson Ranch Estates L.L.C. and Florence Majestic Ranch, LLC for a Minor General Plan Amendment to the Town's 2020 General Plan Future Land Use Map to change the land use designation on approximately 1,266 acres from Low-Density Residential (LDR), Medium Density Residential 1 (MDR1), High Density Residential 1 (HDR1) and Community Commercial (CC) to Master Planned Community (MPC). This change would

facilitate a subsequent zoning amendment on the site, which is generally located adjacent to State Route 79 and north and south of Florence-Kelvin Highway.

Gilbert Olgin, Senior Town Planner, stated the proposed project known as Johnson Ranch Estates encompasses 1,266 acres located near the intersection of State Highway 79 and Florence-Kelvin Highway in Florence, Arizona. The property was annexed into the Town in 2000 and 2008. The current Florence Ranch Planned Unit Development zoning on the site was approved in 2008.

The intent of this General Plan Amendment is to amend the land use designation on the site to Master Planned Community (MPC). The minimum size for any property to apply for the MPC designation is 640 acres or greater. All properties within the MPC shall be under the control of one master developer, have a Planned Unit Development (PUD) zoning classification and be subject to a development agreement between the Town and the master developer. Factors such as locations, uses, areas, intensities and densities within the MPC shall be flexible, providing land use decisions regarding said factors are guided by good planning principles, a PUD development guide and the governing development agreement. The applicant meets all the minimum requirements for the MPC designation.

This property is currently designated in the General Plan for a variety of land uses and densities. These land use designations match the land use districts that are currently established by the existing Florence Ranch Planned Unit Development. However, the applicant desires to amend the General Plan to reflect the diversity of uses within the proposed Johnson Ranch Estates PUD. The different land uses proposed by the PUD amendment are as follows: housing (with a variety of styles and lot sizes), commercial conveniences, open space and recreation amenities, an equestrian facility, senior and assisted living and a recreational vehicle resort.

When the Planning and Zoning and Town Council are considering an amendment to the General Plan, the applicant must justify the need for Minor Amendment to the General Plan through a series of questions:

1. Why is the current land use/circulation classification not suitable?

The current land use designations for this property match the land use districts within the Florence Ranch PUD. However, these land use designations are not entirely consistent with the development vision of the current property owners. This new vision is as described in the proposed amendment to the Florence Ranch PUD. As is stated in the Florence 2020 General Plan, the Master Planned Community land use designation is intended to allow for innovation in design. This project provides for both, and as such, the MPC land use designation is appropriate for this property. Also,

this property contains 1,266 acres, thereby meeting this minimum requirement for the MPC designation.

2. Does the proposal conform with land use goals?

A. Support the goals and policies of the General Plan;

This proposed amendment would contribute to the future growth of the Town of Florence in a manner that provides balanced growth. It will provide for a healthy balance between residential, commercial, service, equestrian, recreational vehicle, open space, recreational and other land uses. It will also assist in providing for an orderly pattern of land use types and intensities. This will allow both the property owner and the Town of Florence to properly plan for the future infrastructure and services that would be required to serve this project.

This proposed amendment is consistent with the land use goals of the 2020 General Plan for the following reasons:

- Establishes an orderly pattern of land uses and intensities.
- Provides opportunity for new growth and development.
- The proposed land uses are compatible with the existing terrain.
- Provides a diversity of housing, services and activities to serve the everyday needs of future residents of the community, of Florence and of those visiting the area.
- Will create a logical arrangement of land uses to create harmony between different land uses.

The proposed amendment is also consistent with the circulation goals of the General Plan for the following reasons:

- Contributes to the development of a safe and efficient transportation system through the improvement, where and if necessary, of the Florence-Kelvin Highway (an arterial road within the property) and State Route 79 (an ADOT owned and maintained right-of-way).
- Constructs collector roads through the property to facilitate easy access to the arterial roadways and local streets.

This project will also conform to the parks, trails and open space goals by providing quality recreational spaces for its future residents. One of the primary open space features of this project will involve a wash enhancement project providing both active and passive recreational opportunities.

This proposed amendment would allow the property to assist the Town of Florence in reaching its economic development goals. The commercial portions of the property would provide sales tax generating uses and future jobs. Overall, development of the site should have a positive impact on the Town of Florence.

B. Conform to the proposed range of land uses, densities, and intensity of uses, hierarchy of transportation systems; and

This requested amendment proposes a wide range of land uses, including different densities of residential and commercial. This requested amendment also proposes an amended alignment for the Florence-Kelvin Highway. In the future, the roadway would extend west of State Route 79 rather than turning to the southwest as shown on the current General Plan. Otherwise, the roads constructed within this property will be in conformance with the alignments shown in the 2020 General Plan.

C. Avoid creation of isolated uses that will cause incompatible community form and a burden on services and circulation systems?

This project is located immediately adjacent to State Route 79 in an area in close proximity to the downtown area of the Town of Florence. There are other projects planned for the area (Majestic Ranch, Sunaire Ranch and Red Stone Ranch) and planning is currently ongoing to provide for the necessary logical and cost efficient infrastructure in the area.

3. What unique physical characteristics of the site present opportunities or constraints for the development under the existing classification?

The property is currently vacant land and has never been developed. The property slopes generally from southeast to northwest at an approximate slope of 1%. There are three washes that traverse the site, some of which are considered to be under the jurisdiction of the U.S. Army Corps of Engineers. The vegetation on the site is sparse, with somewhat higher densities of vegetation occurring in the wash areas. There are few constraints to development offered by the property. The physical nature of this site makes it highly suitable for development as proposed.

4. What is the ability and capacity of the water and sewer system to accommodate development that may occur as a result of the General Plan Amendment without system extensions or improvements?

Johnson Utilities, LLC (JUC), or an entity under common control with JUC, will provide wastewater services for the site. The Town of Florence is currently the Designated Management Agency and provider of wastewater for this area. JUC wishes to provide wastewater collection, conveyance and treatment for the Johnson Ranch Estates PUD and potentially certain properties around it. As such, the process of obtaining the necessary approvals and permits to accomplish this goal has begun.

Physical improvements would involve the infrastructure required for a wastewater system, including a wastewater treatment plant, a network of collection pipes and potentially a pipe system that would provide delivery of effluent to the project.

Johnson Utilities, LLC (JUC), or entity under common control with JUC, will provide potable water to the project.

The Town of Florence is currently the water provider for this area. However, JUC wishes to provide potable water for the Johnson Ranch Estates PUD and potentially certain properties around it.

Physical improvements would involve the construction of a water system, which would include wells, booster stations, storage tanks and a network of distribution pipes.

5. What is the ability of existing police and fire department personnel to provide adequate emergency services according to acceptable response standards set by the community?

Police and fire protection for the property would be served by the Town of Florence. The existing fire station is located at 72 E. 1st Street in Florence and the existing police station is located at 425 N. Pinal Street in Florence. Both of these facilities are located within approximately 13 miles of the subject property and can provide service to the property.

The project will provide a 5-acre site for police, fire and municipal services at a location mutually agreed upon by the owner and the Town of Florence.

6. What is the ability of the proposed public and private open space, recreation, schools, and library facilities to meet the projected demand of future development without reducing services below community standards?

The future development of this property will provide open space consistent with the Parks, Trails and Open Space Element of the General Plan. The recreational facilities within the project will meet the recreational needs of future residents without reducing services below community standards.

The property would be served by the Florence Unified School District. The schools closest to the site are Florence K-8 and Florence High School.

7. What is the proposed fiscal impact of future development based on evaluation of projected revenues and the additional cost of providing public facilities and services to accommodate projected increases or decrease in population and development that could occur as a result of the General Plan amendment?

The proposed amendment includes approximately 29 acres of commercial land that is intended to provide retail goods needed by the community on a daily basis. The Town of Florence would capture a 2% sales tax on transactions that occurred within this future commercial area, providing additional operating revenue for the Town.

The Town of Florence also has a Transaction Privilege (Sales) Tax on construction contracting. The Town tax rate on construction contracting is 4% of taxable income and would apply to construction activities on this project.

Also, this project will generate revenues for the Town of Florence via plan review fees, building permit fees and utility franchise fees.

8. How will the proposed amendment affect the ability of the community to sustain the physical and cultural resources, including air quality, water quality, energy, natural and human-made resources necessary to meet the demands of present and future residents?

This project will meet all local, State and Federal regulations that are applicable to the future uses as proposed by this application. The property will connect to water and wastewater systems that are regulated by the Arizona Department of Environmental Quality. As such, the project will contribute to the protection of the water resources in the area.

The project also does not propose any uses that will emit extraordinary pollutants into the air. Energy needs, such as electric power and natural gas, will be provided by local utility providers. By planning the future land uses of the property today, these utility companies will also be able to plan and anticipate serving this property in the future. They will be able to estimate the

number of future customers and develop preliminary strategies to provide service to this new area without sacrificing service to existing customers.

Also, as previously mentioned, the introduction of commercial uses will generate sales tax revenue that may provide additional financial resources required to meet the service and amenity demands of present and future residents of the Town of Florence.

9. What changes, if any, in Federal or State Laws or policies substantiate the proposed amendment?

This requested General Plan amendment is consistent with the statutes of the State of Arizona as well as with the amendment procedures established by the Town of Florence for amendments to the Town of Florence 2020 General Plan. This application is being submitted in conformance with the procedures of the Town of Florence for Minor General Plan Amendments that have been established in accordance with State statutes.

Findings:

- The Master Planned Community (MPC) designation has been identified for suitable areas within the Town's Planning Area;
- The proposed designation will provide a mixture of uses that will provide diversity in housing, commercial conveniences and employment;
- The properties in the subject area should be affected in a positive way by this Minor General Plan Amendment as the amendment may encourage more diverse housing types and additional market base for employment and in retail goods and services; and
- The proposed Minor General Plan Amendment is in compliance with the goals, objectives and strategies of the Town's 2020 General Plan.

Public Participation:

The Town has reached out to all Town residents and other property owners through a public participation process that includes:

- A notice for the Planning and Zoning Commission public hearings was mailed to all property owners within three hundred (300) feet of the site;

- Property Posting (Signs) - Notice of Public Hearing for a Minor General Plan Amendment was posted on the site in two locations;
- Advertisements in the local Town paper;
- One public hearing for the Planning and Zoning Commission; and
- Town Council public hearing.

Staff has received public inquiries on this case, though no direct support or opposition has been indicated.

In accordance with the findings presented on this request, staff recommended approval of this Minor General Plan Amendment, subject to the following condition:

1. Any conditions deemed necessary by the Planning and Zoning Commission.

Robert Longaker with The WLB Group on behalf of the property owners, stated he would be happy to answer any questions.

Commissioner Pranzo asked the applicant about taxes and is concerned about water being provided by an entity other than the Town. Does the owner intend to sale the right back to the Town? Mr. Longaker responded that the owner does not intend to sale it back to the Town. Johnson Utilities or another subsidiary would be the agency to provide water to the area.

It was discussed that the project is going to be done in phases and slowly in order to keep costs down and keep housing affordable for sale.

Vice-Chair Putrick opened the public hearing.

Rosalind Switzer, a non-Florence resident, inquired if any of the roads would feed out to the county roads to the east, rather than being internal and feeding into the major arterials.

Mr. Olgin answered that this question pertains more to the PUD, where this presentation is focused more on the designation. He stated it may be best for Ms. Switzer to ask her question at the following presentation.

Vice Chair Putrick closed the public hearing.

On motion of Commissioner Garcia, seconded by Commissioner Pranzo, and carried to forward a favorable recommendation to Town Council.

CASE PZC-02-15-PUD

(JOHNSON RANCH ESTATES PLANNED UNIT DEVELOPMENT)

PRESENTATION/APPROVAL/DISAPPROVAL This is a request by The WLB Group, Inc. on behalf of Johnson Ranch Estates, LLC and Florence Majestic Ranch, LLC for approval of the following:

Gilbert Olgin, Senior Town Planner, stated that this is a request for an amendment to the Florence Ranch PUD to amend and replace the existing PUD with the Johnson Ranch Estates Planned Unit Development (PUD). The Johnson Ranch Estates PUD proposes a master planned community of approximately 1,266 acres generally located adjacent to State Route 79 and north and south of Florence-Kelvin Highway.

BACKGROUND:

The purpose of this report is to request an amendment to the existing Florence Ranch Planned Unit Development (PUD) zoning, which will result in a new PUD for Johnson Ranch Estates.

The proposed Johnson Ranch Estates PUD, covering approximately 1,266 acres in the southeast area of Florence, establishes a new land development vision for the subject land. The basic zoning rules and development standards for the proposed master planned community are established for this project via the PUD document. Additional layout studies and design details will be forthcoming at the time of future Design Review and Subdivision submittals. The proposed PUD strives to be consistent with the goals and objectives of the Town of Florence 2020 General Plan.

The PUD zoning mechanism adds flexibility, creativity and variety over conventional zoning applications to help create successful communities. This PUD proposes a significant variety of residential, commercial, mixed use and other land uses for a well-rounded master planned community. The primary land use category within this project will be detached single-family residential homes. Within this category, there are various types of lot sizes and housing projects envisioned to supply options for first time and move up homeowners. Single-family attached housing product will provide additional housing opportunities for future residents of the community. In addition to housing, approximately 324 acres has been designated as a mixed use development area. This mixed use area is intended to provide a flexible development zone that would include the following types of uses: residential, town center, a senior and assisted living facility, recreational vehicle resort and/or commercial components. Commercial focused parcels are located at the confluence of some major roadways. A

proposed equestrian center hopes to capitalize on the project's location near the Town's rodeo grounds and surrounding horse properties.

Growth continues to come to the Florence market due to the Town's progressive character, proximity to the Phoenix and Tucson metropolitan areas, increasing economic opportunities and attractive rural quality of life. As growth occurs, it will be important to provide varied housing opportunities and new areas to support the increased demands for commercial uses.

The end result with this project is to take advantage of compact development design and to create a wide variety of housing opportunities; ultimately creating a walkable community with a strong sense of place, preserved open spaces and natural beauty.

ANALYSIS:

The Johnson Ranch Estates PUD will provide the following land uses:

- Single Family Residential District (SFR).
- Medium Density Residential District (MDR).
- Commercial and Mixed Use District (C/MU).
- Utility and Wastewater Reclamation Facility District (U/WRF).

All of these uses will be served by a hierarchy of roadways, consisting of arterial roads, collector roads and local streets.

The diverse housing opportunities in this project, which equate to an overall maximum gross density of 3.8 dwelling units per acre, and surrounding areas will provide the population base to support the local commercial areas envisioned within this project.

The land use intensities within this project have been graduated to buffer lower intensity land uses from the higher intensity uses. Medium density residential and open space is positioned to act as a buffer between the low intensity single-family housing and the higher intensity commercial and mixed-use. Moreover, commercial and mixed-use have been primarily located in the central portion of the site such that these areas are buffered by land uses that lie within the Johnson Ranch Estates PUD. Commercial parcels will be accessed directly from major roadways to minimize traffic within the residential neighborhoods.

In order to better familiarize the Planning and Zoning Commission and the Town Council with more details of the PUD document, the following site data contained within the PUD is highlighted.

Site Data

Proposed Land Use	Gross	Density	Units^B
Single Family Residential	476	4.0	1,904
Medium Density Residential	244	6.5	1,586
Mixed-Use	324	4.4	1,412
Open Space/Wash	135 ^C		
Arterial/Collector Road ROW	25		
<i>Residential Subtotal</i>	<i>1,204</i>	<i>4.1</i>	<i>4902</i>
Local Commercial	29		
Utility/Wastewater	18		
Equestrian Center	15		
<i>Non-Residential Subtotal:</i>	<i>62</i>		
Total	1,266	3.9	4,902*

- A. All acreage is approximate.
- B. All unit counts are shown as maximum units allowed.
- C. The 135 acres of open space represents 11% of the residential area of the PUD.

*Note that 4,264 dwelling units are permitted on the property on the east side of State Route 79 and 638 dwelling units are permitted on the property west of State Route 79.

RESIDENTIAL/COMMERCIAL

Single Family Residential District (SFR)

The single-family residential component of the project occupies approximately 476 gross acres. This residential area has been planned in a vibrant and sustainable manner to set forth a safe, effective and attractive pedestrian-friendly environment that encourages connectivity and interaction. The single-family residential component of this project is targeting a density of 4.0 dwelling units per acre. A maximum of 1,904 single family lots are proposed with an appropriately balanced mix of lots.

Medium Density Residential District (MDR)

The medium density residential component of this project will have a maximum density of 6.5 dwelling units per acre and will occupy approximately 244 gross acres. A maximum of 1,586 lots/units are proposed, with a mixture of product types. The Johnson Ranch Estates PUD was planned for diversity with sensitivity to the planned land uses within the development and to the surrounding areas. Therefore, medium density residential areas are located to buffer higher intensity uses from the lower intensity single-family residential areas to the maximum extent possible. To achieve diversity, the design is proposed to include a mix of

medium density residential parcels including traditional single-family residential housing, single-family detached cluster housing, and/or single-family attached.

Commercial and Mixed Use District (C/MU)

The combined acreage of the Commercial and Mixed Use areas shall equal 353 acres.

The strict commercial (LC) component of the project consists of 29 gross acres. The purpose of the local commercial areas in this PUD is to provide the future residents of this community with local shopping centers that can meet their daily commercial needs. Commercial parcels are located along main thoroughfares at major intersections.

Development on the commercial sites would occur based on the rate of surrounding growth and market demand. The types of end users may vary, but it is expected that the following types of community-oriented businesses could occupy the commercial sites: grocery store, department store, drug store, gas station, restaurants, and other appropriate retail, office, health care and service uses and as supported by the size and scale of the subject parcels. Commercial areas are needed as the Town grows and as discussed in the Town's General Plan.

The Mixed Use (MU) component of the project totals approximately 324 gross acres. The mixed-use parcels are located in the central, interior portion of the property and are planned for flexibility and a variety of uses. Development of the MU parcels would occur based on the rate of surrounding growth and market demand. The MU areas have been planned for a variety of uses, and it is expected that the following primary uses would be located within these parcels: various residential development; town center; recreational vehicle resort; equestrian facility; senior and assisted living facility; and local commercial.

The town center component of the MU area is envisioned as a neighborhood scale commercial area focused around open space areas. The center might contain the following types of uses: grocery store, hardware store, coffee shop, and general smaller retail shops providing goods and service needed on a daily basis. The center is intended to serve the future residents of the PUD, but the design and types of facilities hope to encourage shoppers and visitors from outside of the project.

UTILITY/WASTEWATER RECLAMATION FACILITY DISTRICT (U/WRF)

This district consists of 18 acres and the following uses are permitted:

- All utility infrastructure, including but not limited to wastewater reclamation facility and electrical substation.
- Recreational vehicle storage.
- Open space and recreational amenities.

TRANSPORTATION

The subject site is located adjacent to State Route 79 and both north and south of Florence-Kelvin Highway. State Route 79 is the primary north-south arterial corridor in this future growth area. State Route 287, which is approximately 1/2 mile northwest of the site, provides a major east-west arterial corridor that leads to adjacent communities and also ultimately provides access to Interstate 10. The Town of Florence downtown core is approximately two miles to the northwest of the Johnson Ranch Estates PUD.

The property owner proposes an amended alignment for the Florence-Kelvin Highway. In the future, the roadway would extend west of State Route 79 rather than turning to the southwest as shown on the current 2020 General Plan. Otherwise, the roads constructed within this property will be in conformance with the alignments shown in the 2020 General Plan. In addition, this project is located immediately adjacent to State Route 79 in an area in close proximity to the Downtown area of the Town of Florence.

A Traffic Impact Analysis (TIA) will be prepared in accordance with current Town of Florence guidelines and submitted at the time of preliminary plat or site plan review. This analysis will determine the nature and timing of arterial roadway improvements that are required for the development of this property.

OPEN SPACE

The single-family residential portion of the PUD will have at least 15% open space. Open space for the site will consist of a wash enhancement project, a network of pedestrian pathways, ramadas, sport courts, turf play areas, landscape buffers along the arterial and collector roadways and open space areas within individual subdivisions. Pathways are connected by sidewalks and streets so the recreation system is highly accessible.

The landscape design concept for the open space areas will include the use of shade trees, shrubs, ground cover, and areas of turf for passive and active recreation. Plant material selections will be adaptable to the desert low water environment. Open space tracts for the PUD shall be improved, i.e., landscaped, paths installed, etc. concurrent with the development phase in which the landscaping or amenities are located. All residential open space areas, including landscaping within adjacent rights-of-way, will be maintained by a Homeowner's

Association in accordance with recorded Covenants, Conditions and Restrictions (CC&Rs).

Park areas within residential parcels will contain multiple amenities to encourage both passive and active recreational usage. Amenities may include ramadas, picnic tables, tot lots, sport courts and walkways. Turf play areas may also be provided for additional activities. Final landscape and amenity plans are subject to review and approval by the Town's Community and Development Director upon the review and approval of final plats for the Johnson Ranch Estates PUD.

PUBLIC SERVICES

Police and fire protection will be provided by the Florence Police and Fire Departments. Medical services are available in Florence through the Florence Public Health Clinic. Emergency care is available at the Casa Grande Regional Medical Center, Banner Hospital in San Tan Valley and in Phoenix metro-area hospitals.

The property lies within the Florence Unified School District. The following schools will provide educational services:

- Florence K-8 – 1000 S. Main Street
- Florence High School (Grades 9-12) - 1000 S. Main Street

The project anticipates providing a maximum 14-acre elementary school site. The school site will be donated to the Florence Unified School District with a provision that if the school site is not developed within 5 years, ownership of the school site will revert back to the previous owners.

The project will provide a 5-acre site for police, fire and municipal services at a location mutually agreed upon by the owner and the Town of Florence. This site may be located in any zone within this PUD.

UTILITIES

Water will be provided by Johnson Utilities Company (JUC). The Town of Florence is currently the water provider for this area. However, JUC wishes to provide potable water for the Johnson Ranch Estates PUD and potentially certain properties around it. As such, the process of obtaining the necessary approvals and permits to accomplish this goal has begun.

Wastewater collection and treatment will be provided by Johnson Utilities Company (JUC). The Town of Florence is currently the Designated Management Agency and provider of wastewater for this area. However, JUC wishes to provide wastewater collection, conveyance and treatment for the Johnson Ranch

Estates PUD and potentially certain properties around it. As such, the process of obtaining the necessary approvals and permits to accomplish this goal has begun.

GENERAL PLAN:

Staff noted an amendment to the General Plan has been requested and is being processed concurrently with this PUD amendment. The request is for this property to be designated as Master Planned Community (MPC). The proposed zoning is consistent with the proposed MPC.

PUBLIC PARTICIPATION:

The Town has reached out to all Town residents and other property owners through a public participation process that includes:

- A notice for the Planning and Zoning Commission public hearings was mailed to all property owners within three hundred (300) feet of the site;
- Property Posting (Signs) - Notice of Public Hearing for a Planned Unit Development was posted on the site in two locations;
- Advertisements in the local Town paper;
- One public hearing for the Planning and Zoning Commission; and
- Town Council public hearing and action meetings.

Staff has received public inquiries on this case, though no direct support or opposition has been indicated.

Planning Staff offered the following findings for the consideration of the Planning and Zoning Commission and Town Council:

1. The proposed Planned Unit Development (PUD) zoning, as conditioned, will be consistent with the proposed General Plan land use designation of MPC.
2. The proposed PUD, as conditioned, is consistent with the Development Agreement applicable to the subject site and project.
3. Utility infrastructure is being developed within this PUD to support growth and development within the PUD and surrounding areas.

Staff found that the proposed Johnson Ranch Estates PUD, as conditioned, will be in compliance with the Town's General Plan and is in the interest of the general welfare, health and safety of the public and therefore recommends that the Planning and Zoning Commission forward to the Town Council a favorable recommendation for this application, subject to the following conditions:

1. The development of the subject site as described in Exhibit A, shall be in conformance with the Johnson Ranch Estates Planned Unit Development (PUD) development book dated December 8, 2014 (or as amended), as well as any applicable Development Agreements, Town ordinances and codes including all applicable planning, building, fire, engineering and Design Review requirements.
2. Property Owners agree to waive claims for diminution in value pursuant to Proposition 207 [A.R.S. 12-1134] pursuant to the waivers attached hereto as Exhibit B.
3. The extent of all on-site and off-site improvements required by the Town, as well as the phasing of such, shall be subject to further Town Engineer and Community Development Department reviews and approvals of development/construction plans and engineering reports.
4. Final plans for grading, drainage, wash modifications, infrastructure phasing, right-of-way dedications, roadway improvements, roadway development standards, intersection alignments, water systems and wastewater systems are subject to the review and approval of the Town Engineer, Utilities Director, and/or Community Development Director.
5. All design and construction aspects impacting State Route 79 shall be subject to ADOT's review and approval. Unless otherwise approved by ADOT, the Town requires that right-of-way be dedicated or reserved for the future widening of the highway to a major arterial roadway standard; highway improvements are provided per a Traffic Impact Analysis (TIA) approved by ADOT and the Town of Florence; and the intersection of Florence-Kelvin Highway and State Route 79 be in accordance with the TIA and the recommendations of ADOT and the Town of Florence.
6. Sidewalks shall be provided along both sides of all roadways, except where the Community Development Director and Town Engineer may waive or modify such requirement upon further review of any single-family residential subdivisions where there is a minimum required quarter acre lot size.

7. No structures shall be permitted within a regulatory floodplain and/or an erosion-prone or 404 wash area without the approval of the Floodplain Manager or their designee. No residential, commercial, or mixed use lots or parcels shall extend into a regulatory floodplain or 404 washes. FEMA floodplain and 404 washes shall be conveyed to and maintained by one or more Homeowner and/or Property Owner Associations established for Johnson Ranch Estates.
8. Agricultural uses permitted within this PUD prior to the development of parcels within the PUD shall be limited to those uses allowed within the Town's RA-10 Zoning District.
9. Limited barbed wire fencing may be utilized in accordance with applicable Town codes pertaining to fencing and safety on the U/WRF parcel or on any parcel that contains critical public infrastructure such as potable water wells, electrical sub-stations, wastewater treatment plants and similar facilities. As residential development occurs within the PUD or earlier, all such facilities shall be surrounded by masonry walls and the barbed wire fencing installed in a manner to where it cannot be viewed by the general public.
10. Wireless communication facilities within the PUD shall only be permitted within the Local Commercial (LC) or U/WRF zones and shall only exceed a maximum height of 28 feet with an approved Conditional Use Permit.
11. Residential uses shall only be permitted within parcels designated SFR, MDR or MU, except that Parcel A may be developed with minimum quarter acre size lots for single-family residential development if this parcel is not used for commercial uses and providing that no individual residential driveways are located along State Route 79 or Florence-Kelvin Highway.
12. When residential uses are planned within the MU District, development proposals shall be subject to the review and approval of a Design Review application to present how the residential product is adequately vertically and/or horizontally integrated into the MU development areas. If the housing product is not adequately vertically and/or horizontally integrated into the MU development areas, free standing development parcels shall be established for the stand alone residential development areas in a manner compatible with the surrounding MU development.
13. Within single-family residential subdivisions where the minimum lot size is no less than one acre, the subdivision may allow up to two horses per acre on each lot within said subdivision.

14. Where precise development standards have not been established for a particular use within the PUD, the PUD may follow the development standards for the closest conventional zoning district, e.g., Recreational Vehicle Park/Subdivision for a planned RV Resort.
15. Parcel FF may be developed as a MU zone if the minimum fifteen acre equestrian center is relocated to parcels CC or Z as permitted by the PUD.
16. Prior to any non-utility or essential roadway development of Johnson Ranch Estates, a Design Review application shall be made to further establish and define the general character of the overall development in order to confirm the project's compliance with the Town's General Plan Community Character Element, which has established the initial Rural Southeast Florence character area guidelines for the subject area.
17. Any additional conditions deemed necessary by the Planning and Zoning Commission.

The Commission had general clarification questions, which Staff answered sufficiently.

Commissioner Petty inquired if the applicant was aware of and had seen all 16 stipulations.

The applicant stated that they had seen them, they had read through all of them, and they are in agreement with them.

Vice-Chair Putrick opened the public hearing.

Rosalind Switzer, a non-Florence resident, stated her question is in regards to traffic. She would like to know if she has to wait for the traffic impact analysis to be released in order to see if there will be any plans for roads coming from the east of the subdivision.

Mr. Olgin stated that once the traffic analysis is complete, staff will have more information on which roads will be developed first and the location of street lights if needed. He stated there will be more information once the traffic impact analysis is complete.

On motion of Commissioner Petty, seconded by Commissioner Pranzo and carried to forward a favorable recommendation to Town Council.

NEW BUSINESS

CASE PZC-32-14-PP

(ANTHEM AT MERRILL RANCH PRELIMINARY PLAT UNIT 36)

PRESENTATION/APPROVAL/DISAPPROVAL of a Preliminary Plat application for Anthem at Merrill Ranch Unit 36 submitted by Wood/Patel and Associates Inc. on behalf of Pulte Group Inc. The subject site is approximately 23 acres in size and is located east of Hunt Highway and north of Merrill Ranch Parkway, Florence, Arizona 85132.

Unit 36 lies within the Sun City portion of Anthem at Merrill Ranch. Currently, the subject site is vacant land that is being prepared for grading as the community continues to grow.

Heath Reed, Town Planner, presented that the Preliminary Plat for Unit 36 includes sixty nine (69) single-family residential lots with two points of ingress/egress into the subdivision. Both of these access points are off of the main collector road Spirt Way. The unit will also be connected to a future subdivision to the north, Unit 32. The typical lot varies between 53'x125' (6,625 SF) and 65'x115' (7,475 SF). Lot sizes will range between 6,095 SF to 12,074 SF due to unit configuration.

The proposed density of this subdivision is 2.95 dwelling units per acre. This subdivision expands the current and planned network of green belts and walking trails for Anthem at Merrill Ranch with 7.33 acres dedicated to open space within the community. The zoning for this Preliminary Plat is PUD (R-1), Planned Unit Development (Single-Family Residential) and complies with said zoning.

- The Preliminary Plat is in conformance with all zoning codes within the Anthem at Merrill Ranch Planned Unit Development (PUD).
- The Preliminary Plat has two points of access into the community.
- The Preliminary Plat meets the density and open space requirements of the Anthem PUD.

Staff recommends that the Planning and Zoning Commission approve this Preliminary Plat, subject to the following conditions of approval.

1. Development of subdivision shall comply with all applicable Town codes, including all applicable planning, building, fire, and engineering requirements.

2. The applicant shall address any final comments on the Preliminary Plat by the Town Engineer prior to the Final Plat going to Town Council.
3. Developer/Property owner responsible for all applicable street dedications and improvements at the time the subdivision is developed, except as otherwise approved by the Town of Florence.
4. Final plans for right-of-way and easement dedications and/or abandonments that may be provided for via the Final Plat or other means are subject to the review and approval of the Town Engineer.
5. Any additional conditions deemed necessary by the Planning and Zoning Commission.

Commission members had concerns regarding the lack of entrance and exit points within Sun City.

Staff and Commission members had a lengthy discussion regarding a lack of access points within the subdivision and the Commission being deeply concerned regarding this issue. The Commission would like Pulte to have more access points per plat for convenience and emergency purposes.

On motion of Commissioner Petty, seconded by Commissioner Garcia and carried to approve a Preliminary Plat application for Anthem at Merrill Ranch.

CALL TO THE PUBLIC/ COMMISSION RESPONSE:

Call to the Public for public comment on issues within the jurisdiction of the Planning and Zoning Commission. Individual Commission members may respond to criticisms made, may ask staff to review a matter raised or may ask that a matter be put on a future agenda.

No public comments.


CALL TO THE COMMISSION

Commissioner Petty inquired if a traffic signal is going to be installed at Diversion Dam Road and Highway 79.

Vice-Chair Putrick stated that the County Board of Supervisors came into possession of a bond. The expansion of Hunt Highway and corrections on Ironwood to add turnouts, along with the extension of Gantzel Road has now been financed. The projected completion date is by the end of 2017.

ADJOURNMENT

The meeting was adjourned at 7:12 pm. by Vice-Chair Putrick.

X 

Vice-Chair Putrick



TOWN OF FLORENCE COUNCIL ACTION FORM

AGENDA ITEM 8a.

MEETING DATE: February 17, 2015

DEPARTMENT: Administration

STAFF PRESENTER: Jess Knudson
Assistant Town Manager

SUBJECT: Resolution No. 1497-15: to waive applicable fees in the amount of \$80,000 and support the Florence Sunrise Apartments LLC tax credit application to the Arizona Department of Housing to request funding for the acquisition and substantial rehabilitation of three low income affordable housing complexes in Florence.

- Action
- Information Only
- Public Hearing
- Resolution
- Ordinance
 - Regulatory
 - 1st Reading
 - 2nd Reading
- Other

RECOMMENDED MOTION/ACTION:

Motion to adopt Resolution No. 1497-15: **A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, APPROVING A WAIVER OF FEES FOR FLORENCE APARTMENTS ASSOCIATES, LLC.**

BACKGROUND/DISCUSSION:

A request has been made to the Town of Florence to approve the waiver of certain plan review, building permit, development impact fees and/or other fees, in an amount no greater than \$80,000, to be incurred during the substantial rehabilitation construction project of three apartment complexes in Florence, Arizona.

Florence Apartments Associates, LLC, is submitting a tax credit application to the Arizona Department of Housing (ADOH) to request funding for the acquisition and substantial rehabilitation of three low income affordable housing complexes in Florence.

This proposal encompasses the combining of three separate Florence, AZ USDA-RD 515 apartment complexes into one single LLC ownership. Two of the existing properties are on adjoining lots and cannot be distinguished from one another visually: Florence Heights Apartments and Western Sunrise Villas. The third property is Widdowfield Manor and is located in central Florence off of Butte Avenue. If the applicant is successful, the complexes will be renamed "Florence Sunrise Apartments."

A critical component of a successful tax credit application to ADOH is receiving 10 points for "Local Government Contribution". This Contribution must be 2% of direct construction costs in an amount not to exceed \$80,000. Florence Apartments Associates, LLC, is requesting a waiver of fees in the amount of:

Plan Review Fees: \$10,000
Building Permit Fees: \$16,000
Development Impact Fees: \$64,000
Total Fees Waived: \$80,000

The waiver of fees by the Town is contingent upon a tax credit award from ADOH to Florence Sunrise Apartments LLC. If Florence Sunrise Apartments LLC, is unsuccessful in receiving a tax credit from ADOH, the Town is not bound to the waiving of fees.

Because of the extremely competitive nature of the tax credit application process, Florence Sunrise Apartments LLC, will not have a chance of winning without the 10 points associated with the Town's contribution.

Florence Sunrise Apartments LLC, asserts that this rehabilitation will create jobs, provide income to the community and will continue to provide safe affordable housing to those very low income community members most in need. They estimate that the direct hard cost of construction to be approximately \$3,900,000. They further assert that this amount of hard construction dollars will increase the overall economic activity by the purchase of local goods and services over an expected six to nine month build-out. Similarly, there are a significant number of site visits and inspections and other "soft costs" which will also increase local economic activity. In addition, Florence Sunrise Apartments LLC, states that during post construction, they will be providing a number of tenant services such as after school educational support, computer and job training, preventative health for a minimum period of ten years, generating income to employed community members of over \$250,000.

These existing apartment complexes were constructed between 25 and 30 years ago and although maintained relatively well, many of their initial components and system are well beyond their useful life and most require replacement. The original plans were for all two-bedroom apartments, which, according to Florence Sunrise Apartments LLC, is currently not fully meeting today's low income rent demand for one-bedroom and three-bedroom units. Therefore, as part of the proposal Florence Sunrise Apartments LLC, intends to do major new construction on at least one half of the units (30 units) by:

1. Converting ten two-bedroom units to one-bedroom units.
2. Converting eighteen two-bedroom units into three-bedroom units, some of which will have two baths when feasible (slab on grade original construction does not allow this to be done in all three-bedroom units).
3. Make two units fully handicapped accessible and adapted two two-bedroom units. These units will be substantially altered and with new space, bedroom, and bath added.

With constructing 18 additional bedrooms at the complex, the number of occupants will increase by 27 individuals (using the ADOH and Rural Development standard of 1.5 occupants per bedroom). Presently, the 58 unit project has no community spaces and

Florence Sunrise Apartments LLC, proposes to build a fully accessible and functional community space including a classroom, computer room, handicapped bathroom and general spaces for parties and group functions with a full kitchen.

In addition, they will be implementing a wide range of energy efficiency improvements; improving the overall unit amenities, such as adding dishwashers, in addition to considerable site work to address water drainage problems and to make the site compliant with ADA standards.

Lastly, upgrades to water meters will be needed to provide service efficiencies and to accommodate planned project modifications. As such, this is where the Development Impact Fees for water and wastewater would be applicable. As noted, this is an area where the Town has the opportunity to provide a waiver of fees.

FINANCIAL IMPACT:

The Town would waive fees in an amount not to exceed \$80,000.

STAFF RECOMMENDATION:

Staff recommends the adoption of Resolution No. 1497-15.

ATTACHMENTS:

Resolution No. 1497-15

RESOLUTION NO. 1497-15

A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, APPROVING A WAIVER OF FEES FOR FLORENCE APARTMENTS ASSOCIATES, LLC.

WHEREAS, a request has been made to the Town of Florence to approve the waiver of certain plan review, building permit, impact fees and/or other fees to be incurred during the substantial rehabilitation construction project of the Florence Sunrise Apartments Development, which consists of the current Florence Heights Apartments, Western Sunrise Villas and Widdowfield Manor Apartments. The three parcels contain 11 existing residential buildings and provide apartment housing units for 58 very low-income households; and

WHEREAS, approval of this waiver of fees for this low income residential housing rehabilitation project would allow for the increased quality of life for Florence's at-risk population; and

WHEREAS, approval of this request would allow for each of the three subject apartment complexes to have increased energy efficiency, improved indoor air quality and allow for the upgrading of water meters to provide for the larger family units with connections for utilities (electricity, water, sewer, etc.); and

WHEREAS, approval of this request would cause a direct and indirect positive fiscal impact for the Town and residents of Florence from the increased property value and the economic impact of services needed during and post construction; and

WHEREAS, the following estimated fee waivers are necessary for the success of this rehabilitation to proceed: Plan Review Fee Waiver in an amount not to exceed \$10,000; Building Permit Fee Waiver in an amount not to exceed \$16,000; and Development Impact Fee Waiver, related to the proposed upsizing of water meters, in an amount not to exceed \$64,000; and

WHEREAS, it is understood that the preceding Fee Waivers are estimates based upon preliminary budget and development plans submitted to ADOH and not detailed, reviewed or approved construction plans, therefore, the Town shall have the right to adjust the preceding ratios or elect to provide credits in other forms so long as the total credit equals, but does not exceed, \$80,000; and

WHEREAS, the requested fee waivers shall only become effective upon the successful award of Low Income Housing Tax Credits from Arizona Department of housing (ADOH) and the submittal of complete construction plans for the proposed rehabilitation project and the payment of all applicable Town fees necessary to obtain final building permits; and

WHEREAS, in order to facilitate and encourage the promptness of the proposed rehabilitation project, this resolution shall become null and void, if approved, if this project is not completed within 18 months from the date this resolution; and

WHEREAS, it is understood that this resolution is non-transferable and any waiver of fees shall be in full compliance with applicable State Statutes and local regulations and policies; and

WHEREAS, said proposal has been considered by the Council and the request has been found to be consistent with the intent of the Towns desire to provide affordable housing; be supported by findings and the favorable recommendation of Town staff; and be favorable to the general welfare, health and safety of the public. Thus, a determination has been made that this Request for a Waiver of Fees for Florence Apartments Associates, LLC should be approved.

THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Florence, Arizona, as follows:

The Mayor and Council of the Town of Florence hereby approve this resolution approving a waiver of fees for Florence Apartments Associates, LLC.

PASSED AND ADOPTED by the Mayor and Council of the Town of Florence, Arizona, this 17th day of February 2015.


Tom J. Rankin, Mayor

ATTEST:

APPROVED AS TO FORM:

Lisa Garcia, Town Clerk

Clifford L. Mattice, Town Attorney

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 8b.
MEETING DATE: February 17, 2015 DEPARTMENT: Community Development STAFF PRESENTER: Mark Eckhoff, AICP Community Development Director SUBJECT: 2015 General Plan Amendment Application and Hearing Schedule		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other

RECOMMENDED MOTION/ACTION:

Motion to approve the Town of Florence 2015 General Plan Amendment application and hearing schedule.

BACKGROUND/DISCUSSION:

The Town Code does not specifically address the application process for General Plan Amendments; however, the Town’s 2020 General Plan does define Minor and Major Amendments to the General Plan, and thus, an application process with hearing dates is required to process such applications. An application has been created to define the process for General Plan Amendments and to set forth the 2015 schedule for such applications.

Adoption of the General Plan Amendment application will set forth an official process for hearing 2015 General Plan Amendments. Of particular importance is the process and schedule for Major General Plan Amendments, which can only be heard once a year. The Town Council will note that the Planning and Zoning Commission will have two meetings, each in a different location, to hear Major General Plan Amendments. One of the Commission’s two hearings will be at the Sun City Anthem at Merrill Ranch Union Center. The State of Arizona requires an increased level of public participation for Major General Plan Amendments and holding a meeting in Anthem at Merrill Ranch provides the opportunity to have a public hearing outside of the Town core.

FINANCIAL IMPACT:

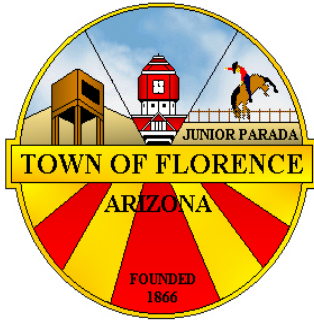
The Town pays a nominal fee to utilize the meeting space at the Sun City Anthem at Merrill Ranch Union Center, which is included in the Community Development budget. For 2015. The fee is \$250.

RECOMMENDATION:

Motion to approve the Town of Florence 2015 General Plan Amendment application and hearing schedule.

ATTACHMENT:

Town of Florence 2015 General Plan Amendment application and hearing schedule



TOWN OF FLORENCE

GENERAL PLAN AMENDMENT PROCESS Application & Checklist

Community Development Department

P.O. Box 2670

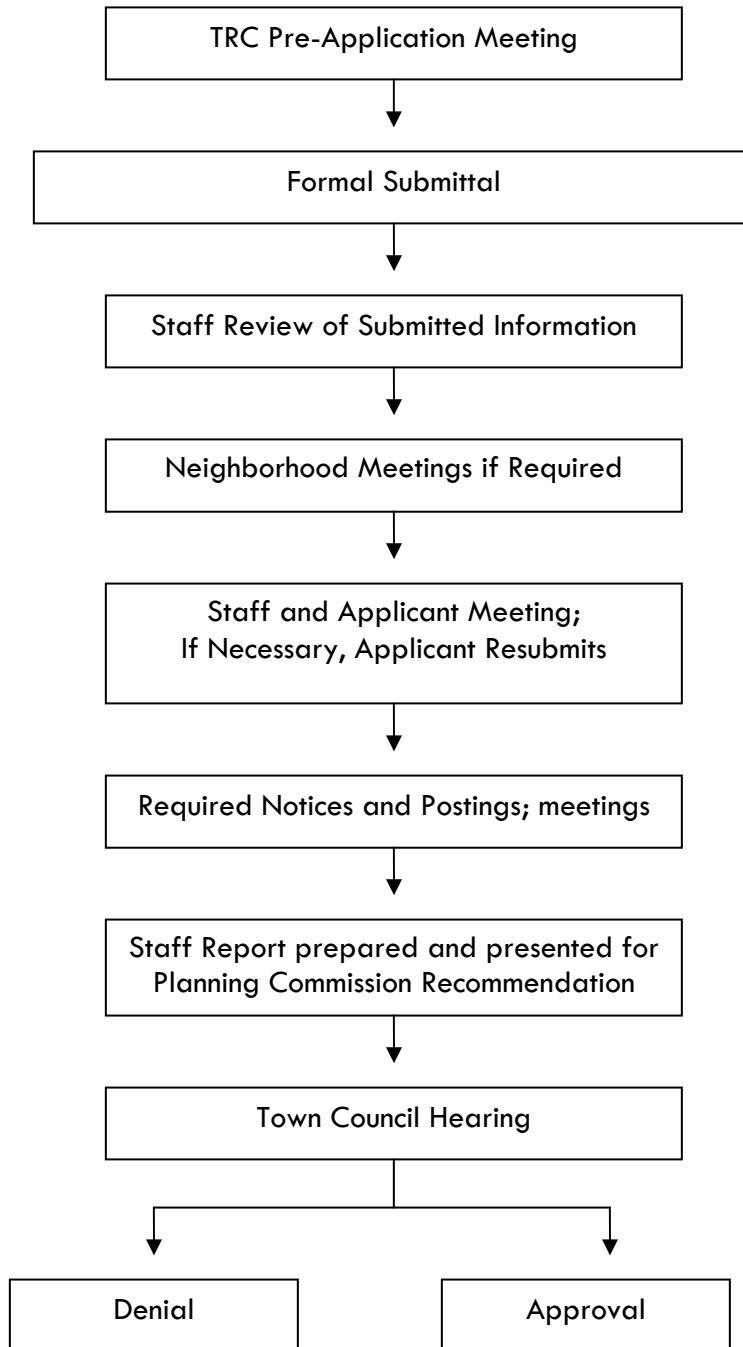
224 West 20th Street

Florence, Arizona 85132

(520) 868-7575

www.florenceaz.gov

TYPICAL GENERAL PLAN AMENDMENT PROCESS



GENERAL PLAN AMENDMENT APPLICATION PROCEDURES

The following information is provided to assist in the preparation and submittal of an application for a General Plan map or text amendment for property within the Town of Florence.

It is important to note that since an amendment may affect the entire community, adjacent jurisdictions, schools and public utilities, the analysis of a General Plan Amendment request must be comprehensive in nature and address all potential impacts.

1. **Pre-Application Review Process** – Prior to filing an application for a General Plan Amendment, the applicant must participate in a Pre-Application review meeting with the Community Development Department and Technical Review Committee (TRC).
2. **Application Filing** – For an application to be accepted, the applicant must provide all of the required information described on the submittal checklist at the time of formal submittal. Ensuring the accuracy of the request is the responsibility of the applicant. Applications will not be accepted or processed without an adequate description of the "Request" being submitted. Incomplete applications will not be accepted.
 - a. **Major Amendments** – Applications for Major Amendments to the General Plan will be considered once a year. The Florence 2020 General Plan defines what constitutes a Major Amendment. Submittals are accepted based on the schedule provided in this application.
 - b. **Minor Amendments** – Minor General Plan Amendments include any change to the 2020 General Plan not defined as a Major Amendment. Applications may be filed at any time during the year.
3. **Staff Review** – Upon receiving a complete application, the submitted information will be routed to Town staff and applicable agencies for timely review and comment. After this review is completed, the comments are consolidated and returned to the applicant. The applicant is responsible for addressing staff comments and submitting revised plans.
4. **Neighborhood Meetings** – Neighborhood meetings beyond the required minimum Town hearings may be required for certain General Plan Amendments, as deemed necessary by the Community Development Director. Applicants will be required to set up and conduct these meetings. Efforts shall be made to encourage public participation.
5. **Public Notice** – Except for requests limited to text amendments, the Town will prepare the public notice to mail to surrounding property owners and provide a

copy to the applicant. The notice for the first public hearing must be mailed by the applicant at least fifteen (15) calendar days prior to the date of the hearing to the following:

- a. All property owners of record within three hundred (300) feet of the site.
- b. To the owner, if the application is initiated by a person other than the owner; and
- c. Any person or group who has requested notice in writing.

The Community Development Director may expand the notification area set forth in this section if it is determined that the potential impact of the project extends beyond the required notification boundary. The applicant must submit a signed affidavit of mailing prior to public hearing. Failure of the applicant to provide evidence of mailing will result in a postponement of the public hearing item. The applicant will be charged a fee for the postponement. In the event that the Town handles the mailing, the applicant affidavit of mailing shall not be applicable.

Minor or Major General Plan Amendments initiated by the Town for text changes or more extensive and sometimes, Town-wide, map changes may call for an adjustment of the individual notification process as approved by the Community Development Director.

The Town will send public hearing notices to the local newspaper of general circulation in accordance with State and local requirements.

6. **Property Posting (Sign)** – Notice of Public Hearing for a General Plan Amendment must be posted at least fifteen (15) calendar days prior to the date of each public hearing. The applicant is responsible for posting and maintaining the sign on the property, subject to the following specifications and requirements:
 - a. Posting, maintenance, and removal of signs are the responsibility of the applicant;
 - b. Signs should not be removed until after the case is acted upon by the Town Council or, in the case of an application that is withdrawn, not until the withdrawal is officially accepted by the Town;
 - c. The applicant must remove all signs within ten (10) days after final action on the case. If the sign is not removed on time, the Town will remove the sign and charge the applicant a removal fee;
 - d. The signs must comply with the attached sign criteria, except as may be modified by the Community Development Director;
 - e. The applicant must submit a signed and dated affidavit of posting, and color photos of the posted signs prior to the public hearing; and

- f. Failure of the applicant to provide evidence of posting could result in a postponement of the public hearing.

Minor or Major General Plan Amendments initiated by the Town for text changes or more extensive and sometimes, Town-wide, map changes may call for an adjustment of the sign posting requirements as approved by the Community Development Director.

7. **Public Participation Plan for Town-Initiated Application**

The Town may choose to develop a unique Public Participation Plan (PPP) for Town-initiated applications, particularly in the case of Major General Plan Amendments. Items in a PPP used by the Town could include a combination of public meetings, open houses, presentations, workshops, signs, display advertisements and other notification and participation methodologies/tools so long as minimum set State criteria is met.

8. **Staff Reports** – After the staff comments have been addressed and the project has been scheduled for the public hearings, the Community Development Department will prepare reports describing and evaluating the proposed project and making recommendations to the Planning and Zoning Commission and Town Council. Copies of the staff reports will be made available to the public and sent to the applicant prior to each public hearing.
9. **Planning and Zoning Commission Hearing** – The Planning and Zoning Commission will conduct at least one public hearing for a Minor General Plan Amendment and at least two public hearings for Major General Plan Amendments. The Planning Commission Major General Plan Amendment hearings schedule is included in this application. Regular meetings are held at Florence Town Hall, 775 North Main Street. The applicant or a project representative should be present at the hearing. Upon hearing the case, the Commission may forward a recommendation for approval, approval with modifications, or denial of a General Plan Amendment request to the Town Council. For General Plan Amendments, a tied vote shall be considered a recommendation for denial. The Commission may continue/table a Minor General Plan Amendment case as deemed necessary.
10. **Town Council Hearing** – Regular Town Council hearings occur on the first and third Monday of each month at 6:00 p.m. and are held in the Council Chambers, 775 North Main Street. The applicant or project representative must be present at the hearing. The Town Council will approve, approve with modifications and/or conditions, or deny the application. Approval of any Major General Plan amendment requires an affirmative vote by at least two-thirds of the members of the Council.

11. **Withdrawals** – A General Plan Amendment application that has been acted upon by the Planning and Zoning Commission may not be unilaterally withdrawn by an applicant/property owner after such action has occurred. The Town Council shall vote on whether to accept or not accept a request to withdraw an application. If the request for withdraw is not accepted, the matter shall move forward through the Town Council’s General Plan Amendment Public Hearing process.

12. **Inactive Cases** – All applications need to be actively pursued to a decision. If no activity has occurred on an application for 180 days, the application will be determined to be inactive, deemed to be withdrawn and the file will be closed. At least thirty (30) days prior to that date the staff will notify the applicant in writing. The applicant may submit a written request that the application remain active, with an explanation for the inactivity. The Community Development Director may grant an extension for up to 180 days for good cause if there is a reasonable belief that the application will be actively pursued during the extension period.

GENERAL PLAN AMENDMENT TYPICAL MINIMUM CONTENT REQUIREMENTS

1. Project Narrative

- Description of proposed General Plan changes;
- If a Text Amendment, a detailed explanation of the proposed text changes;
- Explanation on how the proposed change is compatible with adjacent properties and other elements of the General Plan;
- An analysis/assessment of how the proposed amendment will impact the overall balance and mixture of land uses within the Town's Planning Area; and
- Explanation on the availability of public utilities and services.

2. Land Use or Circulation Exhibit

- Vicinity Map;
- Scale, north arrow, and dimensions;
- Existing roadways;
- Table indicating proposed roadway classifications.
- Proposed land use classification boundaries;
- Adjacent land use classifications within 300 feet;
- Project Data Table:
 - Gross acres;
 - Current and proposed General Plan Classification(s); and
 - Percent of total acreage in each land use classification.

3. Market Study (if applicable)

The Town may require a market study to be performed to evaluate the economic and fiscal impact of the proposed amendment on the Town and other land uses. Market studies will be the financial responsibility of the applicant and contracted by the Town to ensure objectivity.

NARRATIVE STATEMENT/PROJECT JUSTIFICATION

A narrative is required for Town evaluation of all proposed General Plan Amendments. At a minimum, the narrative must address the following questions:

1. Why is the current land use/circulation classification not suitable?
2. Does the proposal conform with land use goals? Will the proposed change in land use or circulation do the following:
 - a. Support the goals and policies of the General Plan;
 - b. Conform to the proposed range of land uses, densities, and intensity of uses, hierarchy of transportation systems; and
 - c. Avoid creation of isolated uses that will cause incompatible community form and a burden on services and circulation systems?
3. What unique physical characteristics of the site present opportunities or constraints for the development under the existing classification?
4. What is the ability and capacity of the water and sewer system to accommodate development that may occur as a result of the General Plan Amendment without system extensions or improvements?
5. What is the ability of existing police and fire department personnel to provide adequate emergency services according to acceptable response standards set by the community?
6. What is the ability of the proposed public and private open space, recreation, schools, and library facilities to meet the projected demand of future development without reducing services below community standards?
7. What is the proposed fiscal impact of future development based on evaluation of projected revenues and the additional cost of providing public facilities and services to accommodate projected increases or decreases in population and development that could occur as a result of the General Plan Amendment?
8. How will the proposed amendment affect the ability of the community to sustain the physical and cultural resources, including air quality, water quality, energy, natural and human-made resources necessary to meet the demands of present and future residents?
9. What changes, if any, in Federal or State laws or policies substantiate the proposed amendment?

GENERAL PLAN AMENDMENT CHECKLIST

REQUIRED MATERIALS	Applicant Checklist	Staff Verification
Application		
Fee Please review the fee schedule for applicable fees (all fees are Non-Refundable).		
Project Narrative		
Owner's Authorization Form		
4 copies – Traffic Impact Analysis (if required by Traffic Engineer)		
Market Study (if required by the Town)		
Legal Description (Metes and bounds description required for unplatted property) including total gross acreage, sealed and signed by a registered engineer or surveyor (8.5" x 11")		
Pinal County Assessor Parcel Map (8.5" x 11") (Highlight project area and provide parcel numbers)		
Documentation of the Neighborhood Meeting including:		
A typed listing of persons that attended the meeting Including their names, addresses, and telephone numbers.		
Minutes of the meeting addressing neighborhood concerns, topics discussed, and how the applicant addressed such concerns.		
Copy of the letter notifying property owners of the meeting.		
Land Use or Circulation Exhibit (N/A for text amendments):		
Initial 10 copies – Blueline, blackline or color prints (24" x 36") folded to approximately (9" x 12")		
Initial 10 copies – 11" x 17" versions of above noted exhibit		
1 copy – (8.5" x 11") laser print or photo reduction (photocopy of color rendered plan not acceptable)		
1 copy – (8.5" x 11") PMT (Photo Mechanical		

Transfer) must be submitted following an initial staff review, but prior to scheduling the item for a Planning Commission agenda. PowerPoint exhibits may be substituted.		
Neighborhood Notice (N/A for text amendments):		
A parcel map highlighting properties within 300 feet.		
Typed names and addresses of all property owners identified on highlighted parcel map.		

STAFF TRANSMITTAL (Potential list of application recipients)

- | | |
|---|---|
| <input type="checkbox"/> Florence Administration | <input type="checkbox"/> Tohono O'odham Indian Nation |
| <input type="checkbox"/> Florence Community Development | <input type="checkbox"/> Florence Unified School District |
| <input type="checkbox"/> Florence Public Works | <input type="checkbox"/> Bureau of Land Management |
| <input type="checkbox"/> Florence Parks and Recreation | <input type="checkbox"/> City of Coolidge |
| <input type="checkbox"/> Florence Fire | <input type="checkbox"/> CAAG |
| <input type="checkbox"/> Florence Police | <input type="checkbox"/> Arizona State Land Department |
| <input type="checkbox"/> Pinal County | <input type="checkbox"/> Arizona Department of Commerce |
| <input type="checkbox"/> Town of Queen Creek | <input type="checkbox"/> MAG |
| <input type="checkbox"/> Gila River Indian Community | |

APPLICATION FOR GENERAL PLAN AMENDMENT

PROJECT NAME: _____

APPLICATION TYPE: Major Minor Text (Major)

1. Property Owner: Name: _____
 Address: _____
 Phone: _____ Fax: _____
 Email: _____

2. Applicant/Developer: Name: _____
 Address: _____
 Phone: _____ Fax: _____
 Email: _____

3. Address or Location of Property: _____

4. Legal Description of Property: If applicable, include Lot(s), Block(s), and Subdivision Name:

Tax Parcel Numbers: _____
Gross Acres: _____

5. Current Land Use Classification(s): _____

6. Proposed Land Use Classification(s): _____

SIGNATURE OF PROPERTY OWNER or REPRESENTATIVE DATE

FOR STAFF USE ONLY:

CASE NO. _____	APPLICATION DATE AND TIME _____
PERMIT NO. _____	FEE \$ _____
PZ HEARING DATES _____	
TC HEARING DATE _____	REVIEWED BY: _____

OWNER'S AUTHORIZATION FORM

This sheet must be completed if the applicant for an Annexation, General Plan Amendment, Planned Unit Development, Zone Change, Conditional Use Permit, Design Review and/or Preliminary/Final Plat, is **not** the owner of the property.

I/we, the Undersigned, do hereby grant permission to: _____

to act on my/our behalf for the purpose of obtaining one or more of the following: Annexation, General Plan Amendment, Planned Unit Development, Zone Change, Conditional Use Permit, Design Review and/or Preliminary/Final Plat on the following described property:

Owner(s)

Signature

Print or Type Name

Address

Telephone

STATE OF ARIZONA)
)
County of _____)

ss

On this _____ day of _____, 20 ____, before me, the undersigned Notary Public, personally appeared _____, known to me to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged that _____ executed the same.

IN WITNESS WHEREOF, I hereto set my hand and official seal.

My commission expires:

Notary Public

POSTING REQUIREMENTS

Florence Code requires posting of a sign (or signs) announcing a Public Hearing regarding certain land-use actions a minimum of fifteen (15) days before the date of the Hearing. These actions include General Plan Amendments, Conditional Use Permits, Special Use Permits, Rezoning and Variance Requests. It shall be the responsibility of the applicant to erect and maintain the sign on the subject property as well as maintain the current public hearing information on the sign until formal decision of the case has been made by Town Council. It shall also be the responsibility of the applicant to remove the sign after final disposition of the case. The attached Affidavit of Sign Posting must be provided to the Community Development Department within twenty-four (24) hours of the posting. A general sign format to follow is provided below.

	TOWN OF FLORENCE]- 3"
	(Planning & Zoning) or (Town Council)]- 3"
	Public Hearing Notice]- 4"
	(space)	
3" -[(Action Requested)	
	(space)	
2" -[(Project description and location)	
	(space)	
2" -[(Time of Hearing),]- 2"
2" -[(Date of Hearing),]- 2"
	600 North Main	More Information: Town of Florence Community Development Department
2" -[Street]- 2"
2" -[Florence, Arizona]- 2"
	520-868-7575	

- Contact the Community Development Department regarding number and placement of signs.
- Body of sign to be brilliant yellow and lettering to be black.
- Minimum Sign dimensions shall be 4' X 8' with lettering as noted above.
- Height of sign shall be at least 6 feet from finished grade to the top of the sign.
- Sign shall be made of weather resistant material.
- Placement and maintenance of sign is applicant's responsibility.
- Applicant must post sign at least 15 calendar days prior to the hearing date.
- Applicant must remove sign within 10 working days of final action.
- The Community Development Director may allow changes to sign format so long as all sign content requirements are met.

AFFIDAVIT OF SIGN POSTING

Applicant Name: _____

Project Name/Location: _____

I confirm that the site has been posted as required by Town of Florence Community Development Department. A picture of the sign(s) posted on the subject site has also been submitted.

Applicant/Representative Signature

Date

STATE OF ARIZONA)
)
County of _____) ss

On this _____ day of _____, 20 ____, before me, the undersigned Notary Public, personally appeared _____, known to me to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged that _____ executed the same.

IN WITNESS WHEREOF, I hereto set my hand and official seal.

My commission expires:

Notary Public

Return completed notarized affidavit and picture to the Community Development Department within forty - eight (48) business hours of the posting.

MINOR GENERAL PLAN AMENDMENT PLANNING AND ZONING COMMISSION

2015 MEETING SCHEDULE

Minor General Plan Amendments will be heard and acted upon by the Planning and Zoning Commission at one of their regularly scheduled meetings that occur on the first and third Thursday of the month. Meetings are held in the Town Hall Council Chambers (775 N. Main St.) starting at 6:00 p.m. Meeting dates, times, and/or locations may be changed if deemed necessary by the Town. Proper notice of such changes will be provided.

All meetings of the Planning and Zoning Commission are open to the Public.

Complete applications and fees are due to the Community Development Department by 12:00 p.m. (noon) on the deadline date.

Scheduling of your request for consideration by the Planning and Zoning Commission is contingent upon receipt of a complete application. Additional factors, such as review periods and minimum public notification requirements, will determine when your request is heard by the Planning and Zoning Commission. The applicant will be notified of their application's status.

A pre-application meeting with the Town's Technical Review Committee is required for most development applications. Applicant must set a meeting time with the Community Development Department prior to the submittal deadline.

A separate Planning and Zoning meeting schedule is provided for the consideration of Major General Plan Amendments.

MAJOR GENERAL PLAN AMENDMENT PLANNING AND ZONING COMMISSION

2015 MEETING SCHEDULE

Special meeting dates, times and locations have been set for the consideration of Major Amendments to the Town's General Plan by the Planning and Zoning Commission as stated below. Meeting dates, times, and/or locations may be changed if deemed necessary by the Town. Proper notice of such changes will be provided.

All meetings of the Planning and Zoning Commission are open to the Public.

The following is the 2015 Planning and Zoning Commission meeting schedule for Major General Plan Amendments (contact the Town Clerk for Town Council meeting information):

Submittal Deadline	Notice in Newspaper	*First Meeting Date
May 4, 2015	August 13, 2015	September 3, 2015 (Thursday)
	Notice in Newspaper	*Second Meeting Date
	August 27, 2015	September 17, 2015 (Thursday)
	Notice in Newspaper	Town Council Meeting.
	October 1, 2015	October 19, 2015


Complete applications and fees are due to the Community Development Department by 12:00 p.m. (noon) on the deadline date.

Scheduling of your request for consideration by the Planning and Zoning Commission is contingent upon receipt of a complete application. The applicant will be notified of their application's status.

A pre-application meeting with the Town's Technical Review Committee is required for Major General Plan Amendment applications. If you are submitting for a Major General Plan Amendment the applicant must set a meeting time with Community Development Department prior to the submittal deadline. Application materials will be distributed to meet 60-day review and comment requirements.

*Two Planning and Zoning Commission meetings are required to promote public participation. The first meeting will be held at a location other than Florence Town Hall unless otherwise noticed by the Town. The second meeting will be held in the Town Hall Council Chambers at 775 N. Main St. unless otherwise noticed by the Town. Both

meetings to be held at 5:30 pm unless otherwise noticed. The Town reserves the right to adjust meeting dates, times and/or locations so long as proper notice is provided.

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 8c.
MEETING DATE: February 17, 2015 DEPARTMENT: Utilities Department STAFF PRESENTER: John V. Mitchell, Utilities Director SUBJECT: Issuance of a Notice of Award to Garney Companies, Inc. for the South Wastewater Treatment Plant Filtration System Project		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <ul style="list-style-type: none"> <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other

RECOMMENDED MOTION/ACTION:

Motion to issue a Notice of Award to Garney Companies, Inc., for the South Wastewater Treatment Plant Filtration System Project in an amount not to exceed \$859,000 and authorize the Mayor to execute the contract documents on behalf of the Town.

BACKGROUND/DISCUSSION:

The South Wastewater Treatment Plant Filtration System Project (Project) is a Water Infrastructure Finance Authority (WIFA) funded project. The Town executed loan documents with WIFA in late 2009. The Project at the time was defined as providing for an advanced treatment process (i.e. filtration) and possible plant expansion.

In June 2014, the Town approved a task order with Waterworks Engineers for the design and preparation of construction documents for the filtration design, and for expansion of the south wastewater treatment plant from its current approved capacity of 2.5 MGD to 4 MGD. This action is for the installation of the filtration system and not to expand the wastewater treatment plant. Expansion will occur when demands warranted it.

Bids were opened on January 21, 2015, with eight companies submitting bids. The bids ranged from a low of \$859,000 to a high of \$1,305,528. The apparent lowest responsive and responsible bidder is Garney Companies, Inc., at \$859,000. The bid tabulation sheet is attached.

FINANCIAL IMPACT:

The current budget identifies approximately \$1,300,000 in WIFA funds for this project.

STAFF RECOMMENDATION:

Staff recommends that a Notice of Award be issued to Garney Companies, Inc., in an amount not to exceed \$859,000, and authorize the Mayor to execute contract documents on behalf of the Town.

ATTACHMENTS:

Bid tabulation sheet
Notice of Award

**Town of Florence
Bid Tabulation Sheet**

Date Prepared: January 21, 2015

Prepared By: Maria Hernandez, Deputy Town Clerk



Verbal (only allowed when \$5,000 or less)

Written/Fax (mandatory when over \$5,000; attach bids)

Formal Sealed Bid: # Title: South WWTP Filtration System Bid Due Date: January 21, 2015 Bid Due Time: 3:00 pm

Forwarded to Utilities Department

Vendor name Contact Person Phone/Fax	Bid Schedule	Addendum # 1 (1/8/15) Acknowledged	Addendum #2 (1/15/5) Acknowledged	Bid Bond	List of Proposed Subcontractors	List of Proposed Suppliers	Evidence of Authority	Contractor's License No.	Total	Comments	
1 RKS Plumbing & Mechanical, Inc. 23659 N. 35th Drive Glendale AZ 85310 PH # 602-996-1866	Yes	Yes	Yes	Yes	Yes	Yes	Yes	206709 / 223612	Lump sum price for all work & misc equipment associated w/filtration Sys Proj, except for the filters	\$491,000.00	1 original no copies
									Lump sum bid price for the filtration system.	\$530,000.00	
									Total Bid:	\$1,021,000.00	
2 Jonovich Companies 501 S. Broad Street Globe AZ 85501 PH # 928-425-8300	Yes	Yes	Yes	Yes	Yes	Yes	Yes	106519	Lump sum price for all work & misc equipment associated w/filtration Sys Proj, except for the filters	\$478,000.00	1 original 3 copies
									Lump sum bid price for the filtration system.	\$460,000.00	
									Total Bid:	\$938,000.00	
3 Garney Companies 60 E. Rio Salado Parkway, Suite 900 Tempe AZ 85281 PH # 602-470-0001	Yes	Yes	Yes	Yes	Yes	Yes	Yes	074957	Lump sum price for all work & misc equipment associated w/filtration Sys Proj, except for the filters	\$419,000.00	1 original 3 copies
									Lump sum bid price for the filtration system.	\$440,000.00	
									Total Bid:	\$859,000.00	
4 Currier Construction, Inc. 36 N. 56th Street Phoenix AZ 85034 PH # 602-274-4370	Yes	Yes	Yes	Yes	Yes	Yes	Yes	093689 A 126128 B-1 126127 B	Lump sum price for all work & misc equipment associated w/filtration Sys Proj, except for the filters	\$406,806.00	1 original 3 copies
									Lump sum bid price for the filtration system.	\$482,816.00	
									Total Bid:	\$889,622.00	
5 Fann Environmental, LLC 6708 Corsair Ave. Ste A Prescott AZ 86301 PH #	Yes	Yes	Yes	Yes	Yes	Yes	Yes	206365 A 249529 B 276357 K11	Lump sum price for all work & misc equipment associated w/filtration Sys Proj, except for the filters	\$404,000.00	1 original 3 copies
									Lump sum bid price for the filtration system.	\$640,490.00	
									Total Bid:	\$1,044,490.00	
6 Felix Construction 1326 W. Industrial Dr. Coolidge AZ 85128 PH #	Yes	Yes	Yes	Yes	Yes	Yes	Yes	070935 A	Lump sum price for all work & misc equipment associated w/filtration Sys Proj, except for the filters	\$449,300.00	1 original 3 copies
									Lump sum bid price for the filtration system.	\$470,000.00	
									Total Bid:	\$919,300.00	

7	MGC Contractors, Inc. P O Box 61748 Phoenix AZ 85082-1748 PH #	Yes, altered the North Reservoir & Booster pump station Bid schedule	Yes	Yes	Yes	Yes	Yes	Yes	Yes	069949 071441	Lump sum price for all work & misc equipment associated w/filtration Sys Proj. except for the filters Lump sum bid price for the filtration system. Total Bid:	\$518,900.00 \$480,000.00 \$998,900.00	1 copy 3 originals
8	Weber Water Resources 16825 S. Weber Drive Chandler AZ 85226-4112 PH #	Yes	Yes	Yes	Yes	Yes	yes	Yes		146267 KA 146266 L 11 146265 KB 1	Lump sum price for all work & misc equipment associated w/filtration Sys Proj. except for the filters Lump sum bid price for the filtration system. Total Bid:	\$855,528.00 \$450,000.00 \$1,305,528.00	1 original 3 copies

Attach additional page(s), if necessary

Vendor Selected _____ Address _____

Justification (if not lowest price) _____

Department Head Approval _____ Date _____
 Finance Director Approval _____ Date _____
 Town Manager Approval _____ Date _____

*If over \$10,000, must go to Town Council for approval.
 Attach this approved for to purchase request with written quotes, if applicable.

NOTICE OF AWARD

Date of Issuance: February 2, 2015

Owner:	Town of Florence	Owner's Contract No.:	SU-08
Engineer:	Water Works Engineers	Engineer's Project No.:	
Project:	South WWTP Filtration System	Contract Name:	South WWTP Filtration System

Bidder: Garney Companies, Inc.

Bidder's Address: 60 E. Rio Salado Parkway, Suite 900, Tempe, Arizona 85281

TO BIDDER:

You are notified that Owner has accepted your Bid dated January 21, 2015 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: South WWTP Filtration System.

The Contract Price of the awarded Contract is: \$ 859,000.00.

Three unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner three counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.


Owner: Town of Florence

Authorized Signature

By: Tom Rankin

Title: Mayor

Copy: Engineer

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 8d.
MEETING DATE: February 17, 2015 DEPARTMENT: Community Development STAFF PRESENTER: Mark Eckhoff, AICP Community Development Director SUBJECT: Cuen Building Demolition		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other

RECOMMENDED MOTION:

Motion to proceed with the demolition of the Cuen building.

BACKGROUND/DISCUSSION:

The Cuen Building is an example of Transformed Sonoran architecture. Available evidence suggests that the building was originally built as a residence and shop by Francisco Cuen, a butcher. This brick and adobe then housed Florence’s first telephone exchange.

As initially constructed, the building was L-shaped, with two one room wide wings. The building interior was extensively remodeled in 1910 for use as Florence’s first telephone central office. At about this time, the structure’s 11th Street wing was shortened. The building continued in use as the Town’s telephone exchange until after 1941. By 1960, it had become the office of attorneys Tom Fulbright and Ernest McFarland. Fulbright, a prominent Florence lawyer, served as Pinal County District Attorney and later as Attorney for the Town of Florence. For the past few decades, the building has been unoccupied and continually deteriorating.

Unfortunately, multiple penetrations into the building have allowed the elements to accelerate deterioration (bricks, plaster, adobe, etc.) and permitted pigeons to roost in the building. The north wall, roof and chimney cannot be saved. The building is completely gutted inside. Beyond structural concerns, these conditions present aesthetic and other issues that are repeatedly noted by downtown visitors and patrons of the Fitness Center.

Over the past seven years, a few minor improvements have been made to stabilize the structure on an interim basis. On October 7, 2013, the Mayor and Council of the Town of Florence accepted the donation of the Cuen building from Langley Momentum Historical, LLC. A 2013 external and internal assessment of the facility with Town staff and Swan Architects confirmed that action was needed to demolish, stabilize, Subject: Cuen Building Demolition HDAC-02-14-D Meeting Date: February 17, 2015
Page 1 of 3

rehabilitate or re-construct the subject building. When staff discussed the options for this building with the Historic District Advisory Commission (HDAC) and the Town Council in 2014, staff was directed to hold off on the building demolition while the Town sought out other options. Per Town Code, in order to proceed with a demolition permit for any structure within the Historic District, a demolition permit needs to be approved by the HDAC.

Unfortunately, auction attempts on the building proved to be unsuccessful. Those that staff spoke to were concerned about the very poor condition of the building and lack of a viable return on investment because of the renovation costs, small square footage and slow economy. Efforts to obtain donations towards this building renovation also proved unsuccessful.

Staff again presented the demolition option to the HDAC last month. In reviewing this matter, the Commission considered the results of a cost analysis by Swan Architects to rehabilitate/re-construct the Cuen Building. Utilizing this and other information, the HDAC determined that the structure could not be preserved in an economical manner. With its ongoing deterioration, staff and the HDAC also believes that the Cuen building may ultimately present a public safety hazard.

Though staff and the HDAC are reluctant to see this building lost, staff contends that the building is too far gone to save in an economically viable manner. Instead, it may be time to proactively demolish this building rather than to watch it naturally deteriorate and become more of a hazard.

If the building is demolished, the site most likely will be used for a basic open area along Main Street. Staff would like to grade the site and top it with decomposed granite. Some benches and/or planters would help to fill the void. A historical plaque might be added to the site as well. As the economy rebounds and interest in downtown grows, it would be advisable to market and sell the property for redevelopment purposes.

FINANCIAL IMPACT:

The cost to demolish the building, grade the site and to cover the site with decomposed granite should be between \$15,000 and \$20,000.

Demolition costs are substantially less than the costs to stabilize (\$91,000.00) or renovate/rehabilitate the building (\$177,100).

RECOMMENDATION:

On January 28, 2015, the HDAC unanimously recommended that the subject building be demolished.

Consistent with the HDAC's recommendation, the Mayor and Council of the Town of Florence may make a motion to proceed with the demolition of the Cuen building.

ATTACHMENTS:

- Swan Architects, Inc. estimate for stabilization of the Cuen building
- Swan Architects, Inc. estimate for rehabilitation/re-construction of the Cuen building



October 21, 2013

Mark Eckhoff, AICP, CFM
Director of Community Development
Town of Florence

Re: Cuen Building

Dear Mr. Eckhoff,

The following probable costs are to stabilize the Cuen Building. However, we also included the restoration/ replacement of exterior doors and windows so the building's exterior is more attractive to prospective tenants.

Architectural

- Postpone construction of west porch until a grant can be obtained.
- Restore rather than replace original or early wood windows. Install 3/4"-thick, low -E, insulated glass.
- Do not remove sound stucco from exterior walls. This will only damage the existing clay bricks and adobe blocks. Restore exterior stucco walls.

Structural

- Reinforce existing rafters with new 2x rafters sistered to existing.
- Install steel pipe columns below existing and/or new ridge beam.
- Mechanically attach rafters to top of west brick wall and east wood frame wall.
- Delete east and west glulam beam, columns, and caisson footings.
- Install new plywood sheathing over entire roof prior to installing felt and corrugated metal roof panels.

Mechanical

No work

Electrical

No work

Probable Stabilization Costs	
October 21, 2013	
Selective Demolition/Sawcutting	\$ 5,000
Concrete	\$ 4,000
Adobe Block/Brick Rehabilitation	\$ 18,000
Miscellaneous Steel	\$ 2,000
Rough Carpentry	\$ 13,000
Stucco/Plaster	\$ 3,000
Skylight Weatherproofing	\$ 1,500
Metal Roof Panels	\$ 5,000
Wood Doors/Hardware	\$ 5,000
Wood Windows	\$ 4,000
Sealants	\$ 1,500
Paint	\$ 3,000
	Subtotal \$ 65,000
Contingency (10%)	\$ 6,500
Contractor Overhead and Profit (19%)	\$ 12,350
Bonds, Insurance, and Taxes (11%)	\$ 7,150
	Total Probable Costs: \$ 91,000

Sincerely,



Jeffrey A. Swan, AIA
President



September 30, 2013

Mark Eckhoff, AICP, CFM
Director of Community Development
Town of Florence

Re: Cuen Building

Dear Mr. Eckhoff,

We have reviewed the previously completed contract documents and have the following cost-saving recommendations.

Architectural

- Postpone construction of west porch until a grant can be obtained.
- Restore rather than replace original or early wood windows. Install 3/4"-thick, low -E, insulated glass.
- Relocate restroom to northeast corner of building. This is the smaller of the two existing east rooms and could also be used as an office equipment/work room with a kitchenette. Verify if sewer and water can be obtained in 11th Street.
- Do not remove sound stucco from exterior walls. This will only damage the existing clay bricks and adobe blocks. Restore stucco finishes.

Structural

- Reinforce existing rafters with new 2x rafters sistered to existing.
- Install steel pipe columns below existing and/or new ridge beam.
- Mechanically attach rafters to top of west brick wall and east wood frame wall.
- Delete east and west glulam beam, columns, and caisson footings.
- Install new plywood sheathing over entire roof prior to installing felt and corrugated metal roof panels.

Mechanical

- Route restroom exhaust fan through east wood stud wall rather than roof.

Electrical

- Reduce by at least 50 percent the number of electrical receptacles and lighting fixtures.


Probable Renovation/Rehabilitation Costs September 30, 2013	
Selective Demolition/Sawcutting	\$ 8,000
Concrete/Asphalt	\$ 10,000
Adobe Block/Brick Rehabilitation	\$ 13,000
Miscellaneous Steel	\$ 2,000
Rough Carpentry	\$ 12,000
Gypsum Drywall	\$ 7,000
Stucco/Plaster	\$ 10,000
Skylight Restoration	\$ 5,000
Wood Doors/Hardware	\$ 8,000
Wood Windows	\$ 4,000
Floor Covering	\$ 3,000
Paint	\$ 3,000
Miscellaneous/Accessories	\$ 1,500
Mechanical	\$ 10,000
Plumbing	\$ 18,000
Electrical	\$ 12,000
Subtotal	\$ 126,500
Contingency (10%)	\$ 12,650
Contractor Overhead and Profit (19%)	\$ 24,035
Bonds, Insurance, and Taxes (11%)	\$ 13,915
Total Probable Costs:	\$ 177,100

Probable Reconstruction Costs September 30, 2013	
Demolition Costs – 1,003 s.f. x \$8/s.f.	\$ 8,024
Construct Replica Building – 1,003 s.f. x \$175/s.f.	\$ 175,525
Subtotal	\$ 183,549
Contingency (10%)	\$ 18,355
Contractor Overhead and Profit (19%)	\$ 34,874
Bonds, Insurance, and Taxes (11%)	\$ 20,190
Total Probable Costs:	\$ 256,969

Sincerely,



Jeffrey A. Swan, AIA
President

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 8e.
MEETING DATE: February 17, 2015 DEPARTMENT: Administration STAFF PRESENTER: Lisa Garcia, Deputy Town Manager/ Town Clerk SUBJECT: Acceptance of the resignation of Jo Cochran from the Historic District Advisory Commission		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other

RECOMMENDED MOTION/ACTION:

A motion to accept the resignation of Jo Cochran from the Historic District Advisory Commission.

BACKGROUND/DISCUSSION:

Jo Cochran has submitted a letter of resignation from the Historic District Advisory Commission so she may serve on the Arts and Culture Commission. The current policy does not allow residents to serve on more than one commission at one time. Ms. Cochran's first choice is to serve on the Arts and Culture Commission. Based on her extensive qualifications, Ms. Cochran has been recommended for a seat on the Arts and Culture Commission.

FINANCIAL IMPACT:


None

STAFF RECOMMENDATION:

Staff recommends the acceptance of Jo Cochran's resignation from the Historic District Advisory Commission.

ATTACHMENTS:

None

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 8f.
MEETING DATE: February 17, 2015 DEPARTMENT: Administration STAFF PRESENTER: Lisa Garcia, Deputy Town Manager/ Town Clerk SUBJECT: Appointment of Jo Cochran, Georgine Duncan, and Debra Hansen to the Arts and Culture Commission		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other

RECOMMENDED MOTION/ACTION:

A motion to appoint the recommended applicants to the Arts and Culture Commission.

BACKGROUND/DISCUSSION:

The Town Council appointed two commissioners to the Arts and Culture Commission during the January 5, 2015 Town Council meeting. Four additional applications have been received since that time for the three remaining positions. The Mayor agreed the two seated commissioners and Town Council Liaison would serve as the interview panel to recommend three applicants for the open seats. The panel interviewed applicants on February 11, 2015 and recommend the appointment of Jo Cochran, Georgine Duncan, and Debra Hansen to the Arts and Culture Commission. Recommendations are made based on each applicant's qualifications and availability to serve on the commission. Appointment of these individuals will complete the five-member board.

FINANCIAL IMPACT:

None

STAFF RECOMMENDATION:

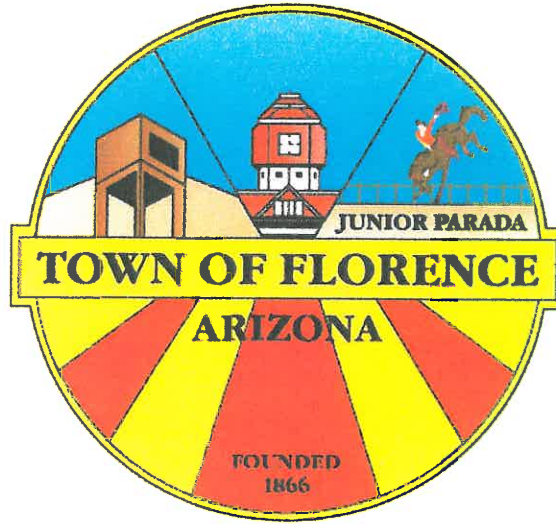
Staff recommends appointments of Jo Cochran, Georgine Duncan, and Debra Hansen to the Arts and Culture Commission.

ATTACHMENTS:

Applications

On hold per Joas of

12/29/2014.



Board and Commission Application

NAME Jo Cochran

DATE 10/29/2014

Date Received: _____

Appointed on: _____ to _____ Board/Commission

Term Expires: _____

Board and Commission Application

Name: <u>Jorganne Cochran</u>		Date: <u>10/29/2014</u>
E-Mail Address: <u>jnrcochran@msn.com</u>		
Street Address: <u>3742 N. Monument Dr.</u>		Mailing Address: <u>Same</u>
Home Telephone: <u>(520) 723-4715</u>		Work Telephone: <u>cell (719) 322-1603</u>
Occupation: <u>Educator (retired)</u>		Best Time to Call: <u>anytime</u>
Do you own commercial property or operate a business in Florence? <u>no</u>		
Work/Business Name: <u>ASU Lifelong Learning</u>		
Work/Business Address: <u>Merrill Ranch (Sun City) Union Center 3925 N. Sun City Blvd, Florence 85132</u>		
Length of Residency in Florence: <u>6 yrs</u>		Are you a Registered Voter <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are you now, or have you ever served on a board, commission or committee for the Town of Florence? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <u>HDAC</u>		
If yes, please give name of board, commission and/or committee and dates served: <u>HDAC</u>		

BOARD OR COMMISSION PREFERENCE(S): Refer to last page for list of boards and commissions (Please list no more than two boards, commissions in order of preference) (Humanities)

<p>1 <u>Historic District Advisory Commission</u> <i>presently on commission</i></p>	<p>2 <u>Arts and Culture Commission</u> <i>wish to become a member</i></p>
--	--

If appointed, how much time would you be able to devote to the board or commission?
 Hours per week? 15 hr Hours per month? 40 hr

Employment History		
Employment Period	Employer's Name and Address	Title
<u>2010 - Present</u>	<u>ASU Lifelong Learning</u>	<u>Site/Program Coordinator</u>
<u>2003 - 2010</u>	<u>Director of Curriculum</u>	<u>American School of Tegucigalpa</u>
<u>See Resume attached</u>		
Education		
Name of School, College or University you attended	Degree	Year
<u>Univ of Colorado Denver</u>	<u>M.A. (Ed. Admin)</u>	<u>10</u>
<u>Colorado State University</u>	<u>B.F.A. (Fine Arts)</u>	
Civic Activities - Service Organizations		
<u>HDAC member</u>		

What personal and professional experience or background can you contribute to the board or commission? Program development, research experience, grant-funding, admin. expertise, passion for building new alliances

What is the most significant contribution you can make as a member of the board or commission for which you are applying? positive attitude toward growth and ability to compromise during change

Please state in what ways you have been involved in the Florence community and what prompted you to apply for appointment to the Town's boards and commissions. During my 6 years living in the Florence community, I have adopted it as my hometown. By serving on the HDAC and working in "new" Florence, I am anxious to unify

I understand that if a subject is presented for discussion to a board or commission where you have a conflict of interest, I will excuse myself from the discussion and abstain from voting. (For more information on conflict of interest, please contact the Town Attorney).

the Florence Community

I understand that boards and commissions shall have no administrative authority unless specifically required by Federal or State Law, or Intergovernmental Agreement. Members of boards and commissions shall serve without compensation.

I further understand that to be considered for appointment to a board or commission I must be at least eighteen (18) years of age (except youth representatives), a qualified elector, and a resident of Florence unless a motion, resolution, or ordinance creating a board or commission specifies otherwise.

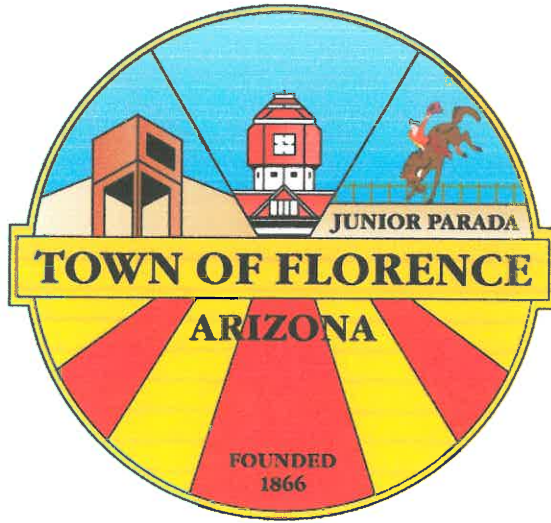
I further understand that my attendance at all regularly scheduled meetings is critical even if I am an alternate member and that the Town Council may appoint a replacement for members who are chronically absent from regular meetings. If a member is absent without an excuse from three (3) or more consecutive meetings, the Town Council may remove this member from the board or commission and appoint another (subject to Town Council approval) to serve the remainder of the term. I also understand that this application is considered a public record.

Applicant's Signature: Joyanne Cochran

All applications are kept on file for one year. During that time, your application will be considered when there is an opening for the board or Commission for which you have applied.

- Please notify the Town Clerk's Office at 520-868-7552 if you move or no longer wish to be considered for appointment.
- Please feel free to attach a resume and/or copies of any certificates pertinent to the appointment you are seeking.
- Mail or deliver your completed application to: Town of Florence, Town Clerk's Office, 775 North Main Street, P.O. Box 2670, Florence, AZ 85132

* Application must be completely filled out in order to be considered *
THANK YOU FOR YOUR INTEREST IN THE TOWN OF FLORENCE



Board and Commission Application

NAME Georgine Duncan

DATE 1/22/15

Date Received: _____

Appointed on: _____ to _____ Board/Commission

Term Expires: _____

Board and Commission Application

Name: <u>Georginie J. Duncan</u>		Date: <u>01/22/15</u>
E-Mail Address: <u>jwduncanjr@hotmail.com</u>		
Street Address: <u>2352 N. Palo Verde DR</u>		Mailing Address: <u>Same</u>
Home Telephone: <u>281-744-6271</u>		Work Telephone:
Occupation: <u>Retired</u>		Best Time to Call: <u>Anytime</u>
Do you own commercial property or operate a business in Florence? <u>NO</u>		
Work/Business Name:		
Work/Business Address:		
Length of Residency in Florence: <u>24yrs</u>		Are you a Registered Voter <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are you now, or have you ever served on a board, commission or committee for the Town of Florence? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes, please give name of board, commission and/or committee and dates served:		

BOARD OR COMMISSION PREFERENCE(S): Refer to last page for list of boards and commissions (Please list <u>no more</u> than two boards, commissions in order of preference)			
1	<u>Arts and Culture Commission</u>	2	

If appointed, how much time would you be able to devote to the board or commission?	
Hours per week? <u>4-5</u>	Hours per month? <u>16-20</u>

Employment History		
Employment Period	Employer's Name and Address	Title
<u>2007 2013</u>	<u>Lone Star Community College</u>	<u>STAFF Administrative Assis.</u>
<u>1992 1999</u>	<u>Follett Corporation Amherst, N.Y. University of Buffalo</u>	<u>Customer Service Manager POS INSTALLER, TRAINER</u>

Education		
Name of School, College or University you attended	Degree	Year
<u>Lone Star College Montgomery, Comroe, TX</u>		<u>2008 2010</u>
<u>University of Buffalo</u>	<u>—</u>	<u>1984 1986</u>

Civic Activities – Service Organizations

Lone Star College Scholarship Committee. University of Buffalo

Women's Club. Volunteer Usher for various Buffalo, NY theaters.

Volunteer for Buffalo Garden Walk tours & Local museums.

EASTERN DISTRICT

What personal and professional experience or background can you contribute to the board or commission? I have been involved in some capacity all my life in the arts. Participated in many concerts, fundraising events and promotions.

What is the most significant contribution you can make as a member of the board or commission for which you are applying? Dedicated commitment, ~~also~~ Cultural diversity. Ability to look beyond a problem for a logical solution.

Please state in what ways you have been involved in the Florence community and what prompted you to apply for appointment to the Town's boards and commissions. Volunteer in any capacity as needed for Coolidge Performing Arts center, Desert Song Community Choir, Santan Valley Choir.

I understand that if a subject is presented for discussion to a board or commission where you have a conflict of interest, I will excuse myself from the discussion and abstain from voting. (For more information on conflict of interest, please contact the Town Attorney).

I understand that boards and commissions shall have no administrative authority unless specifically required by Federal or State Law, or Intergovernmental Agreement. Members of boards and commissions shall serve without compensation.

I further understand that to be considered for appointment to a board or commission I must be at least eighteen (18) years of age (except youth representatives), a qualified elector, and a resident of Florence unless a motion, resolution, or ordinance creating a board or commission specifies otherwise.

I further understand that my attendance at all regularly scheduled meetings is critical even if I am an alternate member and that the Town Council may appoint a replacement for members who are chronically absent from regular meetings. If a member is absent without an excuse from three (3) or more consecutive meetings, the Town Council may remove this member from the board or commission and appoint another (subject to Town Council approval) to serve the remainder of the term. I also understand that this application is considered a public record.

Applicant's Signature: Georgene J. Duncan

All applications are kept on file for one year. During that time, your application will be considered when there is an opening for the board or Commission for which you have applied.

- Please notify the Town Clerk's Office at 520-868-7552 if you move or no longer wish to be considered for appointment.
- Please feel free to attach a resume and/or copies of any certificates pertinent to the appointment you are seeking.
- Mail or deliver your completed application to: Town of Florence, Town Clerk's Office, 775 North Main Street, P.O. Box 2670, Florence, AZ 85132

* Application must be completely filled out in order to be considered *

THANK YOU FOR YOUR INTEREST IN THE TOWN OF FLORENCE

RECEIVED

JAN 22 2015

Florence
Town Clerk's Office

Board and Commission Application

Name: <i>Debra A. Hansen</i>	Date: <i>1-22-15</i>
E-Mail Address: <i>dhansen55@msn.com</i>	
Street Address: <i>2112 N. Daisy Ct. Florence</i>	Mailing Address: <i>Same</i>
Home Telephone: <i>520-723-1983</i>	Cell/Work Telephone: <i>303-332-2993</i>
Occupation: <i>Artist</i>	Best Time to Call:
Do you own commercial property or operate a business in Florence?	
Work/Business Name: <i>DS Designed</i>	
Work/Business Address: <i>2112 N. Daisy Ct.</i>	
Length of Residency in Florence: <u>5</u>	Are you a Registered Voter <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are you now, or have you ever served on a board, commission or committee for the Town of Florence? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, please give name of board, commission and/or committee and dates served:	

BOARD OR COMMISSION PREFERENCE(S): Refer to last page for list of boards and commissions (Please list no more than two boards, commissions in order of preference)

1	<i>Arts + Culture</i>	2	
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If appointed, how much time would you be able to devote to the board or commission?

Hours per week? _____ Hours per month? _____

Employment History		
Employment Period	Employer's Name and Address	Title
<i>4/09 - 2/10</i>	<i>Six and Gering Insurance</i>	<i>Administrative</i>
<i>2/06 - 4/09</i>	<i>Lannon Realty</i>	<i>Administrative</i>
<i>6/1983 - 7/1990</i>	<i>First Federal Bank</i>	<i>Management</i>

Education		
Name of School, College or University you attended	Degree	Year
<i>Rolla HS, Rolla, MS</i>	<i>HS</i>	<i>1979</i>
<i>Some College</i>		

Civic Activities - Service Organizations

Leadership Jefferson County, Colorado served on steering committee for 6 years. Chaired one year - Helped Create Leadership Jeffco Youth March of Dimes walk organizer for Bank.

What personal and professional experience or background can you contribute to the board or commission?

I have served on 4 chaired special committees both as a volunteer and as a part of my job. I have been an activist for many years. Most recently, I served 2 years on the Arden Neighborhood Rep Committee - Chaired for 1 year.

What is the most significant contribution you can make as a member of the board or commission for which you are applying?

My leadership experience.

Please state in what ways you have been involved in the Florence community and what prompted you to apply for appointment to the Town's boards and commissions.

I am applying to do what I can to increase the presence of art in the community where I live.

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Applicant's Signature:

Debra A. Hansen

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- Please notify the Town Clerk's Office at 520-858-7552 if you move or no longer wish to be considered for appointment.
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- Mail or deliver your completed application to: Town of Florence, Town Clerk's Office, 775 North Main Street, P.O. Box 2670, Florence, AZ 85132

* Application must be completely filled out in order to be considered *
THANK YOU FOR YOUR INTEREST IN THE TOWN OF FLORENCE

RECEIVED
 JAN 13 '2015
 Florence
 Town Clerk's Office

W. J. [Signature]



Board and Commission Application

FAXED

01-13-2015

NAME Roger Degler

DATE Jan 13, 2015

Date Received: January 15, 2015

Appointed on: _____ to _____ Board/Commission

Term Expires: _____

Board and Commission Application

Name: <u>Roger Degler</u>	Date: <u>Jan 13, 2015</u>
E-Mail Address: <u>roger.degler@gmail.com</u>	
Street Address: <u>85132 7307 W. Millerton Way, Florence, AZ</u>	Mailing Address: <u>Same</u>
Home Telephone: <u>520-233-6444</u>	Work Telephone: <u>480-980-0438</u>
Occupation: <u>Electronic/Software Engineer</u>	Best Time to Call: <u>Evening, weekend, or Any</u>
Do you own commercial property or operate a business in Florence? <u>Yes</u>	
Work/Business Name: <u>Arizona Sunsets - Degler Photography</u>	
Work/Business Address: <u>7307 W. Millerton Way, Florence AZ 85132</u>	
Length of Residency in Florence: <u>7 1/2 yrs</u>	Are you a Registered Voter <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are you now, or have you ever served on a board, commission or committee for the Town of Florence? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, please give name of board, commission and/or committee and dates served:	

BOARD OR COMMISSION PREFERENCE(S): Refer to last page for list of boards and commissions (Please list <u>no more than two</u> boards, commissions in order of preference)			
1	<u>Florence Arts and Culture Commission</u>	2	<u>none</u>

If appointed, how much time would you be able to devote to the board or commission?	
Hours per week? _____	Hours per month? <u>6</u>

Employment History		
Employment Period	Employer's Name and Address	Title
<u>29 yrs^{to present}</u>	<u>Telonics, Inc 932 E Impala Ave, Mesa, AZ 85204</u>	<u>Engineer</u>
<u>1975-1986</u>	<u>Motorola, Inc</u>	<u>Engineer</u>

Education		
Name of School, College or University you attended	Degree	Year
<u>ASU</u>	<u>none</u>	

Civic Activities - Service Organizations
<u>Serve on the Church Board at Mosaic Church of the Nazarene, Anthem</u>

What personal and professional experience or background can you contribute to the board or commission? Personal experience of selling my photos at various Art Shows over the last 6 years. To a small degree I have been involved with groups promoting Arts in Coolidge and Apache Junction.

What is the most significant contribution you can make as a member of the board or commission for which you are applying? I have a growing passion for the Arts - especially photography, and for seeing the city of Florence thrive.

Please state in what ways you have been involved in the Florence community and what prompted you to apply for appointment to the Town's boards and commissions. I was contacted by Jennifer Evans, after meeting and talking with her at an Art Show in Sun City Anthem.

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Applicant's Signature: Roger Wegler

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THANK YOU FOR YOUR INTEREST IN THE TOWN OF FLORENCE

MEMORANDUM

To: Mayor and Town Council
From: Charles Montoya, Town Manager
Cc: Lisa Garcia, Deputy Town Manager/Town Clerk
Department Heads
Date: February 17, 2015
Re: Weekly Update



Department Updates

Community Development

- Working on two Final Plats for Anthem
- Reviewing new standard home plans for Anthem
- GIS has transferred to Community Development and is now in new Community Development office due to ease in public access and customer service
- Ongoing work on Territory Square projects (CLOMR, LOMR, Library and Aquatics Center)
- Ten SFR permits issued for Anthem in January
- Received report that ADOT received many comments in favor of Town's position on NS Freeway
- Ongoing support on upcoming Taco Bell and Solar Farm projects
- Working with Pulte on plans for signage at new Anthem Grille
- Working with Mosaic Church to facilitate their development efforts on new Anthem church
- Replaced one side of Silver King Marketplace sign

Economic Development

- Business Survey – I.T. staff assisted with setting up the survey so that it can be completed online. Contact information from the business license list will be used to send out the survey.
- Urban Land Institute Trends Day – Attended the informative day-long conference in Phoenix to learn about the state of the housing industry and commercial development in Arizona.
- Silver King – The electric transfer was completed by APS on Wednesday and power was restored by noon. A meeting was held on Thursday with the Pinal County Environmental Health Manager to discuss the scope of tenant improvements needed in Suite 201 so the Fudge Shop can move into the space. A rough estimate for improvements is \$25,000, but Carroll Michael is working on a more accurate estimate this week. I believe there is only \$5,000 available for the T.I. The manager of the Fudge Shop has indicated they have no additional funds to pay for a T.I. They are willing to stay in Suite 101 if the project is cost prohibitive.

Finance Department

- Working on 2015/2016 budget.
- Reviewed and submitted continuing disclosure reports for outstanding CFD bonds.
- Continued work on existing housing rehabilitation grant.
- Processed library grant application.

Information Technology Department

- Completed move to new building.
- Initiated discussions with design firms for Town Web site overhaul.
- Completed IT-related portion of the Community Development Department's move to their new building.
- Coordinated and reviewed technical specifications for the new Library and Aquatic Center infrastructure requirements.
- Completed fire response maps for the Fire Department.
- Completed the potential annexation map for the Community Development and Fire Departments.
- Completed General Plan, Zoning, Town Limits, Historic District and Downtown Address Maps for Community Development.
- Modified the Home Tour map with updates.
- Completed a map for Public Works outlining maintained roads for a MAG report.

Library

- Rose Bebris attended "The Library in the 21st Century" offered by the Arizona Library Association and Syracuse University on February 4th.
- Library staff is partnering with the Emerging Technology Librarian at the Pinal County Library District on a County-wide application to the State Library for digital conversion equipment, such as VHS-to-DVD, cassette-to-MP3, and photo scanners. If the application is successful, the equipment will be a nice addition to the new library's technology programming room and a wonderful resource for Florence residents. We receive many requests for this type of equipment.
- 2,235 total items were circulated between Saturday, January 31st and Friday, February 6th.
184 holds were placed. 380 computer users were recorded in the computer lab. The average computer use session was 45.763 minutes. For the week of January 25th – January 31st, there were 447 wireless sessions.
- Upcoming Program –
 - Laugh and learn from some very tall and mostly true tales at the Florence Community Library! On Saturday, February 21, at 4:30 pm, the Friends of the Florence Community Library will sponsor cowboy poet Michael "Coyote" Peach, who will present his program "Deceptions, Lies and Alibis."
 - Peach is a published author and poet, as well as a certified interpreter of cultural and natural resources. Meet and marvel at

quirky characters from Southwest history, including a tornado-riding con man, a naked horse thief, and a killer camel. Leave with a smile and a few stories for the campfire.

- This program was made possible by the Arizona Humanities Council and the Friends of the Florence Community Library.

Parks and Recreation

- Work on the Heritage Park Ball Field Lighting Project continues. Trenching is complete and wire pulled. Lights should be operational next week.
- Staff met to discuss a potential new event, the Road to Country Thunder. The event would be a street festival in historic downtown featuring a “Battle of the Bands” with the winner performing at Country Thunder Music Festival. More details to come!

Public Works Admin / Engineering

- DBA Construction started work on sidewalk, curb, gutter and speed hump work north of High School. Concrete will be poured on January 28, 2015. Project should be complete in approximately 4 weeks.
- Replacement vehicles have been scheduled for Council approval February 2, 2015.
- Staff met with Pinal County officials regarding their assistance in paving the deteriorated section of Hunt Highway, west of Attaway Road. The County will provide a cost estimate to the Town within the next 30 to 45 days and schedule their contractor to complete the work.
- Completed placement of permanent barricades for Sunrise Estates Phase II subdivision.
- Assisted the Utility Department with adjusting a manhole to grade at the Plant Road and Butte intersection.
- Watered, graded and rolled shoulders on Florence Heights Drive.
- Received new water truck.

Utilities

- Sun Western Construction is continuing work on Well 3B. Completion Mar/Apr 2015.
- Apache Underground and Excavation is continuing work on the Bailey Street Waterline project. Completion in early April 2015.
- Currier Construction continuing work on the SWWTP effluent pump station/chlorine modifications/administration building project.
- Bids for the filter project at the SWWTP (WIFA funded) have been opened. Council award on February 17, 2015.
- Bids for the North Florence Water Tank project have been opened. Council award scheduled for February 2, 2015.
- Quotes are being obtained for annual well tank inspections. Project will be scheduled after a purchase order is generated for this project. Estimated cost is around \$6200.
- The Utilities Department has relocated to 224 W. 20th Street.