

**MINUTES OF THE FLORENCE TOWN COUNCIL MEETING HELD ON MONDAY, FEBRUARY 2, 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, Montañó, Guilin, Anderson

**COUNCIL PICTURES (5:00 p.m. to 6:00 pm.)**

On motion of Vice-Mayor Walter, seconded by Councilmember Anderson, and carried to adjourn to Council pictures.

On motion of Councilmember Hawkins, seconded by Vice-Mayor Walter, and carried to adjourn from Council pictures.

**INVOCATION (6:00 p.m.)**

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.**

Ms. Ruth Harrison, Florence resident, requested a work session be held to review the plan to resurface Main Street to ensure the historic importance of the roadway is preserved.

Mayor Rankin requested staff to schedule a work session regarding the Main Street resurfacing project.

Ms. Cathy Adam, Historic District Advisory Commissioner, stated she would like to see more emphasis on the Town's Adaptive Reuse Program to improve the historical

buildings in the core of Florence and encourage the owners of these buildings to utilize the programs available to them before the buildings become a public safety concern.

Mayor Rankin requested staff to provide Council with a report of the programs that are available to the landowners of the historical buildings and how the programs can be used to improve the safety and quality of the buildings while preserving their historical value.

**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.**

**Award of 2015 Fleet Replacement Bids:**

- i. **One 2015 Ford Explorer for the Parks and Recreation Department from Chapman Ford, in an amount not to exceed \$26,539.11;**
- ii. **Two 2015 Chevrolet Silverado 2500HDs (one for the Public Works Department and one for the Utilities Department) from Garrett Motors, in an amount not to exceed \$61,078.90;**
- iii. **One 2015 Dodge Ram 2500 Crew 4x4 for the Utilities Department from Larry H. Miller Dodge Ram, in an amount not to exceed \$49,726.67;**
- iv. **Two 2015 Chevrolet Tahoes for the Police Department from Midway Chevrolet, in an amount not to exceed \$65,009.30.**

**Authorization to enter into an Intergovernmental Agreement between the Town of Florence and the Arizona Department of Transportation for the purpose of utilizing the Traffic and Criminal Software, a mobile crash reporting system, necessary to create electronic crash reports and issue citations through a secured wireless network.**

**Enter into an Intergovernmental Agreement between the Town of Florence and the Pinal County Sheriff's Office for the purpose of providing additional manpower necessary to provide law enforcement services to those persons in attendance at the Country Thunder Events.**

**Approval of accepting the register of demands ending December 31, 2014, in the amount of \$2,826,092.52**

On motion of Vice-Mayor Walter, seconded by Councilmember Montañó, and carried to approve the Consent Agenda, as written with the exception of item 7a iv.

**7a iv. Two 2015 Chevrolet Tahoes for the Police Department from Midway Chevrolet, in an amount not to exceed \$65,009.30.**

On motion of Councilmember Woolridge, seconded by Councilmember Montaña, and carried to approve item 7a iv. Councilmember Guilin recused herself as she has a family member who is a K-9 Police Officer.

## **UNFINISHED BUSINESS**

Mr. Charles Montoya, Town Manager, 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). Public Hearing and First Reading held on January 20, 2015.**

Mr. Mark Eckhoff, Community Development Director, stated the ordinance was reviewed at the public hearing on January 20, 2015.

Councilmember Anderson stated that he researched street right-of-ways and that the U.S. Department of Transportation states each travel lane should be 10 to 12 feet wide per lane not including additional width to permit street parking. He stated that the PUD plan states that each travel lane will be 14 feet wide. He inquired if the intent is to allow street parking within the 14 feet?

Mr. Eckhoff stated that the proposed right-of-way for the PUD is 50 feet total width which includes the traffic lanes, curbing and gutters. He stated that this is the standard for the Town's Small Area Transportation Plan for residential streets and the proposed street plan is the same as the streets in the Anthem development.

Mayor Rankin inquired if there are dividing lines on the streets in Anthem denoting the travel lanes, and if the streets in Anthem were reviewed by the Fire Chief for compliance with the Fire Codes.

Mr. Eckhoff stated that the streets in Anthem do not have dividing lines. He stated that the streets/right-of-ways in Anthem have a total width of 40 feet which includes the travel lanes, curbs, gutter and sidewalks. He stated the Johnson Ranch Estates PUD is planned to have a 50 foot, all inclusive right-of-ways with 30 feet from curb to curb.

Mr. Peter Zick, Fire Chief, stated that the Department drove the streets of Anthem to ensure a fire truck could safely travel through the community and the crew did not encounter any area that the truck could not safely travel. He stated that the Department additionally reviewed the 2006 International Fire Codes that were adopted by the Town which state unless a street is less than 26 feet wide there is no mandate to restrict parking.

Councilmember Montaña inquired if the fire truck can pass through the streets of Anthem if vehicles are parked on each side of the road.

Chief Zick stated that the fire truck can safely pass through the streets of Anthem if vehicles are parked on both sides of the street.

On motion of Councilmember Hawkins, seconded by Councilmember Montaño, and carried to adopt Ordinance No. 625-15.

## **NEW BUSINESS**

**Discussion/Approval/Disapproval of issuing a Notice of Award to Garney Companies, Inc. for the North Florence Reservoir and Pump Station for the amount of \$1,716,000; and, authorize the Mayor to execute the contract documents on behalf of the Town.**

Mr. John Mitchell, Utilities Director, stated the North Florence Reservoir and Pump Station project is intended to supplement needed water supplies to north Florence. He stated the new storage reservoir was designed to be able to store a minimum of 540,000 gallons, which is equivalent to the fire flow storage requirements.

Mayor Rankin inquired if the location for the reservoir/tank and if there will be any disruption to the residents in the area when it is being installed or brought on-line.

Mr. Mitchell stated that the location has ample space for the new reservoir/tank and the residents in the area will not experience any disruption in service as the existing tank will be fully operational.

Mayor Rankin inquired as to how the facility will be secured.

Mr. Mitchell stated the facility will meet all required national security codes and will have a block wall around it with a secured entrance.

On motion of Councilmember Montaño, seconded by Councilmember Guilin, and carried to issue a Notice of Award to Garney Companies, Inc., for the North Florence Reservoir and Pump Station in an amount not to exceed \$1,716,000; and authorize the Mayor to execute the contract documents on behalf of the Town.

Mr. Montoya read Resolution No. 1495-15 by title only.

**RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, APPROVING A TOWN CORE INCENTIVE PLAN REQUEST FOR PINAL COUNTY APN 202-07-0890 (CASE PZC-06-15-INF).**

Mr. Eckhoff stated that the Town has many tools to facilitate redevelopment and encourage new development within the core area of Town where smaller lots, older structures and various nonconforming situations can present challenges. He stated these tools help to merge the need to preserve the past while understanding the necessity of moving forward and adapting to ongoing market changes.

Mr. Eckhoff stated a recent situation arose on a downtown property with two potentially historic nonconforming homes on a single lot. Staff recognized the need to use the

Town's resources to help these homes be rehabilitated and occupied. He stated the request by the Town on behalf of the parcel owners is to approve the following deviations from Town Codes on Pinal County Assessor Parcel No. 202-07-0890:

- The two existing homes on the Single-Family Residential (R1-6) zoned parcel shall be considered a permissible and legal use.
- Each of the two homes shall be permitted to have their own (separate) connections for utilities (electricity, water, sewer, etc.).
- Existing nonconformities related to lot size and setbacks shall be grandfathered, subject to meeting applicable building and fire codes.

Mr. Eckhoff stated that the Planning and Zoning Commission reviewed the request and found that it is consistent with the intent of the Town Core Infill Incentive Plan and that there were findings to support the approval of the request. The Planning and Zoning Commission has forwarded a unanimous favorable recommendation to the Mayor and Town Council, subject to any conditions deemed necessary by the Town Council.

Mayor Rankin inquired what the status is of the third structure on the parcel. He stated that the third structure is a garage that has a living facility within it.

Mr. Eckhoff stated that staff was not aware of a third livable structure on the parcel. He stated that one unit would be the primary residence, the second unit would be a rental home and the third unit in question is an accessory unit on the lot. He stated that a stipulation could be added to the resolution limiting the use of the building as an ancillary building only.

Mr. Montoya stated that the owners who purchased the property a year ago were unaware of the issues on the parcel and under the current codes for the Town; staff was not able to provide them with a Certificate of Occupancy. Additionally, Arizona Public Service was not able to provide them service accounts as the US Postal Service only recognized one address for the parcel. He stated that the request for deviation is to resolve the two issues and provide the owners the approvals they need to move forward on their rehabilitation and renovation plans for the parcel.

Councilmember Hawkins stated that he toured the lot and spoke to the owners who confirmed that the two units are to be livable buildings and the third unit will be a garage and/or storage building.

Mr. Eckhoff stated that he would recommend a stipulation be added to the resolution limiting the use of the third building as an accessory unit, not a dwelling unit. He stated that the stipulation would provide clarity to the resolution.

On motion of Councilmember Woolridge, seconded by Councilmember Hawkins, and carried to adopt Resolution No. 1495-15 with stipulation that the third structure may only be used as an accessory unit, not as a dwelling unit.

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Mr. Montoya read Resolution No. 1496-15 by title only.

**RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, AUTHORIZING THE ADOPTION OF OWNER OCCUPIED HOUSING REHABILITATION GUIDELINES DATED JANUARY 2015 IN RELATION TO HOME, COMMUNITY DEVELOPMENT BLOCK GRANT, AND STATE HOUSING FUNDS FOR HOUSING REHABILITATION ACTIVITY.**

Mr. Ernest Feliz, Grants and Assessment Manager, stated the Owner-Occupied Housing Rehabilitation Guidelines are being revised per requirements of Arizona Department of Housing. These changes include the clarification of rehabilitation standards to comply with local building codes, formal explanation of the pre-bid conference process, clarification of homeowner participation, and involvement in the rehabilitation process. He stated the changes made are required as part of an application the Town intends to submit for Community Development Block Grant State Special Project funds in the amount of \$300,000. He stated if awarded, the Town will be able to repair approximately five homes.

On motion of Councilmember Montaña, seconded by Councilmember Woolridge, and carried to adopt Resolution No. 1496-15.

**Discussion/Approval/Disapproval of a Change Order to the Library/Recreation Complex design-build contract with Low Mountain Construction increasing the Guaranteed Maximum Price by \$450,000 to \$13,139,225 for the relocation of the San Carlos Irrigation Project Irrigation canal in Territory Square.**

Mr. Brian Hughes, Parks and Recreation Director, stated as Town staff and the Low Mountain Construction Design-Build Team worked through the master planning portion of the project it became clear that the San Carlos Irrigation Project (SCIP) and San Carlos Irrigation and Drainage District (SCIDD) irrigation canals that border the project site on the east and south would need to be relocated permanently so as to not interfere with the Library/Recreation Complex project or future projects in Territory Square. He stated that Town staff and the Design-Build Team began discussions with SCIP and SCIDD exploring options for the permanent relocation of the irrigation canals. He stated the recommended realignment and construction exceeds the scope of work originally proposed by Low Mountain Construction with regards to the irrigation canals.

Mr. Hughes stated that the canal project was an unknown when the initial project was developed and approved. He stated that revised SCIP/SCIDD alignment and piping is being done concurrent with efforts to master plan utility corridors and future major roadway extensions on the Territory Square site. This work takes a long term view on the development of the project. He stated the change provides better access to the site from 1<sup>st</sup> Street and Main Street and allows these frontages to be more pedestrian friendly. The new route of the SCIP/SCIDD irrigation canals removes the alignment from areas that are planned to have vertical development in the future and will make the Territory Square project more attractive for future municipal and/or private development.

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Mr. Hughes stated that the precise funding for this scope of work could not be fully determined until the development of conceptual engineering plans and the submittal of such plans, along with other permitting information and fees were submitted to the appropriate regulatory authorities and their reviewing agencies. He stated that the most recent estimated cost from Low Mountain to relocate the irrigation canals is \$570,971. He stated that staff is recommending that an additional \$450,000 in funding be allocated specifically for this project with the balance of the funding coming from existing project funds. The additional funding is available in the current budget as a result of projects that will not occur.

Councilmember Hawkins stated that originally the plan was to place pipes in the current location of the canals and bury them with the cost reflected in the original approval of the Library/Recreation complex. He inquired as to how those funds are being used and if they are being redirected towards this proposal.

Mr. Montoya stated that the original plan for the canals was to keep them in their current location and tile them. He stated the SCIP/SCIDD authorities would not engage in conversation regarding this project until all plans and fees had been submitted. It was during this process that staff was able to obtain information regarding best long-term resolution for the canals. He stated in the original proposed and approved plan, the fees were best estimate based on the information that could be obtained.

Councilmember Montaño stated that he was of the understanding that the original approved funds were for the work of Low Mountain Construction and the fees that are being requested for SCIP/SCIDD canal relocation are fees that need to be paid directly to SCIP/SCIDD authorities.

Mr. Montoya stated that the original cost estimation was roughly \$200,000 to tile the canals. He stated the full cost estimate to move the canals is \$600,000. The \$450,000 that is being requested will be added to the original approved amount to fully fund the cost to move the canals. He stated when the project was approved; staff stated that there were two areas that they were unsure of, which were furniture and fixtures and equipment. He stated the team is trying to fund furniture and equipment through valued engineering; the second area is the canals. He stated that the SCIP/SCIDD canals are out of the control of staff and the Design-Build Team.

Mayor Rankin inquired if Low Mountain will be doing the construction and if the funds will be going to Low Mountain or SCIP/SCIDD.

Mr. Montoya stated that Low Mountain will oversee the canal project and SCIP/SCIDD may have some of their crews do the work but the work will be through SCIP/SCIDD and to their specifications. He stated that staff will breakout the project from the overall Library/Recreational project to ensure funds are used appropriately.

Councilmember Anderson is concerned that the consultants missed or underestimated this cost and what else in the plan may have they underestimated or not anticipated.

Councilmember Anderson stated that he is not in favor of change orders and would like to see something cut from the plan to pay for the relocation of the canals.

Councilmember Woolridge stated that she is never in favor of spending more money but when undertaking any type of a construction project you have to expect items to come up that could not be anticipated and need to be done to ensure the project is completed correctly.

On motion of Councilmember Montañó, seconded by Councilmember Woolridge, to approve a change order to the Library/Recreation Complex design-build contract with Low Mountain Construction increasing the Guaranteed Maximum Price by \$450,000 to \$13,139,225 for the relocation of the San Carolos Irrigation Project Irrigation canal in Territory Square.

Roll Call:

Mayor Rankin – Yes  
Vice-Mayor Walter – Yes  
Councilmember Woolridge – Yes  
Councilmember Hawkins – No  
Councilmember Montañó – Yes  
Councilmember Guilin – Yes  
Councilmember Anderson – No

Motion Passed: Yes: 5; No: 2

## **DEPARTMENT REPORT**

### **Manager's Report**

#### **Department Reports**

**Community Development**  
**Courts**  
**Finance**  
**Fire**  
**Library**  
**Parks and Recreation**  
**Police**

The Department Reports were received and filed.

Councilmember Guilin stated that she commends Chief Hughes for his detailed and informative report.

Councilmember Montañó inquired what the status was on the 911 service that is to be provided to the Town of Superior.

Mr. Daniel Hughes, Chief of Police, stated that the Town of Superior is still in the process of installing the equipment. Once the equipment is operational, the Town will start providing 911 services to the Town of Superior.

Councilmember Anderson inquired as to the status of paving Attaway Road and the remaining curve area of Hunt Highway.

Mr. Montoya stated that staff is working with SCIP/SCIDD regarding the Attaway Road paving project and that Mr. Mitchell has been working with the County in regards to completing the paving on the Hunt Highway curve just south of the fire station and is estimating the paving project to be done in March 2015.

### **CALL TO THE PUBLIC**

There were no comments.

### **CALL TO THE COUNCIL**

Councilmember Guilin stated that she attended the Historical Advisory Commission meeting and found the members of the Commission are very conscientious and informative regarding the history of our Town.

Mayor Rankin stated there are many events coming up in town including the Historical Home Tour this month.

### **ADJOURN TO EXECUTIVE SESSION**

**For the purpose of discussion amongst the Florence Town Council with regards to hiring an in house town attorney pursuant to A.R.S. §38-431.03(A)(1).**

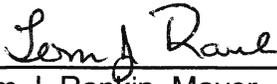
On motion of Vice-Mayor Walter, seconded by Councilmember Hawkins, and carried to adjourn to Executive Session.

### **ADJOURNMENT FROM EXECUTIVE SESSION**

On motion of Councilmember Montaña, seconded by Councilmember Hawkins, and carried to adjourn from Executive Session.

### **ADJOURNMENT**

On motion of Councilmember Montaña, seconded by Councilmember Woolridge, and carried to adjourn the meeting at 7:35 pm.

  
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Tom J. Rankin, Mayor

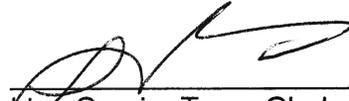
ATTEST:



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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 February 2, 2015, and that the meeting was duly called to order and that a quorum was present.



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Lisa Garcia, Town Clerk