

MINUTES OF THE TOWN OF FLORENCE COUNCIL MEETING HELD ON MONDAY, OCTOBER 3, 2016, AT 6:00 P.M., IN THE FLORENCE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA. THE AGENDA FOR THIS MEETING IS AS FOLLOWS:

CALL TO ORDER:

Mayor Rankin called the meeting to order at 6:01 p.m.

ROLL CALL:

Rankin, Walter, Woolridge, Hawkins, Guilin, Anderson, Wall

MOMENT OF SILENCE

Mayor Rankin called for a moment of silence in recognition of all those who serve to protect all of our citizens and in remembrance of 9/11.

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.

Mr. Terry Thomas, Florence resident, stated that in the course of selling his home it was discovered by the lender that the home is in a Federal Emergency Management Association (FEMA) designated flood zone. He stated that he purchased the home in 2010 and brought the following documents for Council's review:

- The appraisal report which indicates that the home is not in a FEMA designated flood zone nor is it in a special flood hazard area.
- Public Report for Unit 40, which is the Sun City neighborhood that the house is in. Page 3 of the report has the flooding and drainage section and page 4 has a section that reads no building envelopes fall within the floodplain, as modeled.
- Standard Flood Hazard Report – Determination Form, which was supplied by Coralegic. This report was supplied by the lender of the buyers who are purchasing his home, and is the report that they are basing their determination on.
 - Box No. 4 Flood Zone AE states that the home is in the flood zone.
 - Section C – Item No.1 states that federal flood insurance is available and mandated.

Mr. Thomas is trying to determine how this happened. The Coralegic Report contains a copy of the FEMA map, and according to the overlay, it indicates a portion of his home is in the floodplain. He stated he does not have any concrete evidence that states that they are not in

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the floodplain nor does he believe the lender will side with him. He received a copy of the FEMA letter that was addressed to Mayor Rankin, dated May 4, 2015, from Pulte, which references the Letter of Map Revision (LOMR).

Mr. Thomas stated that based on his understanding there are approximately 100 homes that fall within the FEMA flood zone. This affects not only his home but approximately 99 other homes. He stated that this is of great concern with regards to the sale of his home because the lenders are requiring that flood insurance be obtained for the home, which will not cost more than \$15,000. He stated once the buyer is faced with this cost, they will no longer be a buyer for his home.

Mr. Thomas has spoken previously with Vice-Mayor Walter and Councilmember Anderson regarding this matter. He stated that the Town Manager has also been of great assistance and appreciates any assistance that he can get from the Town Council.

Mayor Rankin asked that Mr. Brent Billingsley, Town Manager, provide a presentation to Council, for approval regarding this situation. He stated once approved, the presentation will be presented to the public.

ADJOURN TO MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 1

On motion of Councilmember Woolridge, seconded by Vice-Mayor Walter, and carried to adjourn to Merrill Ranch Community Facilities District No. 1.

Discussion/Approval/Disapproval of the Professional Services Agreement with EPS Group, Inc., for Community Facility District No. 1 engineering services, in an amount not to exceed \$250,000. (Chris Salas)

Mr. Chris Salas, District Engineer, stated that this requirement is per the Development Agreement, and outlined in Appendix B. There are different tasks that the Town Engineer and the District Engineer perform. The third party engineer is to review all of the documents as well as the requests for the General Obligation Bonds.

Chairman Rankin inquired if the Community Facilities District (CFD) or the General Fund will pay for the services.

Mr. Salas stated that the CFD will pay for the services.

Boardmember Wall inquired if this is a replacement of a previous engineer who was involved with this CFD.

Mr. Salas stated the agreement is for a replacement of the previous engineer. The District Manager cancelled all of the existing engineering contracts. He stated that all contracts were revised and new contracts are being issued.

Mr. Brent Billingsley, District Manager, stated that all of the old contracts ended. The Town went through a State required qualification-based selection process under State Procurement Law. The Town advertised for a Request for Statement of Qualifications (RSOQ), received

proposals, reviewed the proposals, held interviews, scored the interviews, and made qualification-based selections. He stated that the request is a not-to-exceed amount and it does not mean that the full amount will be spent. He stated that the contract is for two years.

Chairman Rankin inquired if this item will come before the Board each time money is spent.

Mr. Billingsley stated that the work for the CFD engineers is clearly defined in terms of what their tasks are and is related to reviewing of specific documents. He stated that nothing would come to the Board with regards to the CFDs.

Chairman Rankin inquired if the Board will be updated as to how much is being spent from the approved amount.

Mr. Salas stated that the Board will be updated annually as part of the budget process.

Boardmember Anderson stated that while he was on the Planning and Zoning Commission, he does not recall there being any comments of an independent engineer approving the plats that the Commission approved.

Mr. Billingsley stated that the scope of work is not to design projects or oversee construction, so nothing would go before the Commission that the engineers would be involved with. They are a third party reviewer that:

- Ensures that Pulte and the Town are treating each other well and that both are treating the public well.
- Regarding projects that are being scoped, the cost to do those improvements, the bid results, and the packages that are assembled to go to the street for bonds.

Boardmember Hawkins stated that they will not be doing any engineering work and are only doing review work to ensure that everything is being done properly.

Mr. Billingsley stated that the typical duties assigned to the Community Facilities District Engineer are outlined in Exhibit A, which is as follows:

Exhibit "A" Scope of Work/Services

PROPOSED SCOPE OF WORK for Community Facilities District (CFD) On-Call engineering services:

The consultant will perform Community Facilities District (CFD) engineering services, including but not limited to, the following:

1. Coordinate with Town staff to obtain all necessary information needed to provide the services requested, such as assessor's files, copies of plats, boundary maps, assessments, bond sales and budget information. The Town will provide available information, such as maps, easements, right-of-ways, HOA information, street inventory, acceptance information, GIS data, etc. Maintain Arizona Registration as a Professional Engineer and stamp final plans, plats, reports and related documents upon approvals.

2. Examine phasing boundaries within the CFD, conduct analysis of benefit and proportionality, and apply appropriate methodology in conformance with state law and trends in recent court case rulings. The firm will propose, if appropriate, reconfiguration of any phasing or project boundaries. In undertaking this analysis, past CFD Engineer's Reports should be examined.
3. Prepare and submit to the District Clerk all aspects of the annual Engineer's Report, up to and including, the Final Report. The report must satisfy all legal requirements.
4. Provide all documents in digital format for posting on the Town's website, if necessary and take all steps necessary to ensure compliance with all requirements.
5. Attend up to two (2) Town Council meetings annually related to the CFD. Follow up and assist with administrative corrections to reports and/or tax roll. Attend meetings with Town staff, as requested by the Town.
6. Review facilities, engineer's estimates, invoices, plan sets, etc. within the CFD as necessary to assist District Staff with engineering analysis and recommendations.
7. Review properties that are eligible but are not currently included in any CFD, and provide recommendations as to how to best structure the current District so that these areas can be incorporated into the District in the future.
8. CFD engineer shall review and make recommendations for applications for changes in ownership of major landowners in districts; review, analyze and make recommendations related to developer requests for reimbursement; assist in reviews associated with development agreements and modifications to land use plans.
9. The consultant should review any proposals to increase or decrease assessment amounts, if appropriate, and make any and all necessary recommendations to the Town. The consultant will advise on the required tasks regarding assessments and provide assistance with the process.
10. Assist the Town in addressing property owners with questions concerning Special Districts, assessments, and other related CFD issues.

Mr. Billingsley stated that the individuals that do the ratings as the Town sells the bonds to pay for the public improvements are very interested in the third party review.

Mr. Salas stated that he can include updates in the Public Works staff report.

Vice-Chairman Walter asked Mr. Salas to upload some of the existing documents that they previously discussed. She stated that some of the confusion lies within the previous contract that was originally dated March 7, 2005 and did not have an expiration date. She stated that the Town is only expending approximately \$25,000 annually and she had questioned the significant increase in budgeting to a maximum of \$250,000 per CFD.

Vice-Chairman Walter stated that the District Manager previously explained to her that the Town will be accepting the additional projects that the Town had fallen behind schedule on and needed to catch up on. She now understands what this item is for and understands the amount that has been set. She stated that this information needs to be better communicated in the agenda packet and by doing so will alleviate the need for additional questions and promote true transparency.

Vice-Chairman Walter inquired if the third party would have caught the flooding issue.

Mr. Billingsley stated that the third party would not have caught the flooding issue as they do not review those types of items. He stated the CFD is a separate governmental body established to assess property owners in the area for regional improvements. Their only function will be those regional improvements, as defined, and in making sure that the proper process, under Arizona State Law, is followed. The property values are applied to those improvements and the proper reimbursements are attached to the actual sale of the bonds.

Mr. Salas stated that he has met with the District Manager to discuss the flooding issue. Things have been put in place and they are working on an agreement. The agreement has been sent to Pulte and their attorneys on different ways of locking lots that are in the floodplain.

Mr. Salas stated that with regards to items slipping through, staff is working on measures to ensure that items do not slip through and they will use a different approach. He stated that there will not be an easy mechanism for a slip through to occur. He stated that they are working with Community Development and utilizing the software program that will have multiple fail safes in place.

Chairman Rankin inquired if the dam at the Magma Flood Dike has been completed.

Mr. Billingsley stated that when they met with the Pinal County Flood Control District last week, it was indicated to himself and Mr. Salas that the certification of the dam was complete or near completion. The Town has not been provided with any record to that fact.

Chairman Rankin inquired if Pulte would be advised of the completion.

Mr. Billingsley stated that he does not know and that would be a question for Pulte. He stated that the Town would not be notified either because it is outside of the Town's area. The Town is the Floodplain Manager for Florence only.

Mr. Salas stated that Baxter, the engineer for Pulte, had indicated to him that they are aware of the change in hydrology.

Chairman Rankin inquired if it is up to them to apply for the LOMR change and how long the process takes.

Mr. Salas stated that they are in the process of the LOMR change.

Mr. Billingsley stated that Pulte has applied for three LOMRs. He stated the first LOMR was in 2007, the second was in 2015, and the third is under review at this time. He stated that once approved, FEMA provides the maps.

On motion of Boardmember Guilin, seconded by Vice-Chairman Walter, and carried to approve the Professional Services Agreement with EPS Group, Inc., for Community Facility District No. 1 engineering services, in an amount not to exceed \$250,000.

ADJOURN FROM MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 1

On motion of Boardmember Woolridge, seconded by Boardmember Hawkins, and carried to adjourn from Merrill Ranch Community Facilities District No. 1.

ADJOURN TO MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 2

On motion of Councilmember Woolridge, seconded by Councilmember Hawkins, and carried to adjourn to Merrill Ranch Community Facilities District No. 2.

Discussion/Approval/Disapproval of the Professional Services Agreement with EPS Group, Inc., for Community Facility District No. 2 engineering services, in an amount not to exceed \$250,000. (Chris Salas)

On motion of Boardmember Wall, and seconded by Boardmember Hawkins, and carried to approve the Professional Services Agreement with EPS Group, Inc., for Community Facility District No. 2 engineering services, in an amount not to exceed \$250,000.

ADJOURN FROM MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 2

On motion of Boardmember Woolridge, seconded by Boardmember Anderson, and carried to adjourn from Merrill Ranch Community Facilities District No. 2.

PUBLIC HEARING AND PRESENTATIONS

Public Hearing on an application received from Theresa Morse, Old Pueblo Restaurant, LLC, located at 505 S. Main Street, Florence, Arizona, for an interim permit for a new Series 12 Restaurant Liquor License, and for Council recommendation for approval or disapproval of stated license. (Lisa Garcia)

Ms. Lisa Garcia, Deputy Town Manager/Town Clerk, stated that staff posted the location on September 13, 2016. The application is required to be posted for 20 days. She stated they did not receive any public comments either for or against during the required posting period. Staff is requesting that Council forward a favorable recommendation.

Mayor Rankin inquired if this was for new ownership of the restaurant.

Ms. Garcia stated that the Town has not been informed of any change in ownership of the restaurant. Staff has only been informed about the liquor license.

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

On motion of Councilmember Wall, seconded by Councilmember Guilin, and carried to forward a favorable recommendation to the to the Arizona Department of Liquor Licenses and Control on an application received from Theresa Morse, Old Pueblo Restaurant, LLC, located at 505 S. Main Street, Florence, Arizona, for an interim permit for a new Series 12 Restaurant Liquor License .

Proclamation declaring October 9 - 15, 2016, as Fire Prevention Week. (Mayor Rankin)

Mr. Brent Billingsley, Town Manager, read the proclamation into the record.

Mayor Rankin declared October 9 – 15, 2016 as Fire Prevention Week.

Mayor Rankin gave a brief overview of the history of the Fire Department and how it went from a volunteer Fire Department to a full time Fire Department. He commended the firefighters for the service they provide to the citizens and thanked them for their service.

Presentation and acceptance of a \$1,500 donation from Avangrid Renewables, for the purchase of smoke detectors. (David Strayer)

A representative from Avangrid Renewables presented a \$1,500 check to Mayor Rankin for the Town of Florence Fire Safety Program. He stated that it is their pleasure to work with the community and build a relationship.

Mayor Rankin thanked Avangrid Renewable and appreciates their organization for recognizing the Fire Department.

Mr. David Strayer, Fire Chief, thanked Avangrid Renewables for their donation and stated that they will use the money to purchase smoke detectors for their elderly fire safety program. The focus will be to replace old smoke detectors in the homes of the elderly and this will increase the safety of our community.

On motion of Councilmember Guilin, seconded by Vice-Mayor Walter, and carried to accept a \$1,500 donation from Avangrid Renewables, for the purchase of smoke detectors.

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. **Approval of a partial acceptance of the improvements for the Anthem at Merrill Ranch Subdivision Unit 2 Station 10+40 through Station 16+00, prior to the start of the warranty period, which shall be the date of this approval. (Chris Salas)**
- b. **Approval of a partial acceptance of the improvements for the Anthem at Merrill Ranch Subdivision Unit 15 Station 10+40 through Station 18+40, prior to the start of the warranty period, which shall be the date of this approval. (Chris Salas)**

- c. Approval of a partial acceptance of the improvements for Anthem at Merrill Ranch Spirit Way IV Station 35+50 through 48+00, prior to the start of the warranty period, which shall be the date of this approval. (Chris Salas)
- d. Acceptance of the public improvements for the Anthem at Merrill Ranch Subdivision Unit 16. (Chris Salas)
- e. Acceptance of the public improvements for the Anthem at Merrill Ranch Subdivision Unit 36. (Chris Salas)
- f. Acceptance of the public improvements of Anthem at Merrill Ranch Spirit Loop IV Arch, as of October 4, 2016, prior to the start of the warranty period. (Chris Salas)
- g. Authorization to enter into Intergovernmental Agreement Number 2016-03, regarding reimbursement of overtime and overtime employee-related expenses incurred due to the Florence Police Department's participation in the Pinal County Narcotics Task Force's Arizona Criminal Justice Commission (ACJC) Grant # DC-17-010. (Jennifer Evans)
- h. Authorization to purchase one Hydra-Stop Valve Insertion Tool for the Public Works Department, in the amount not to exceed \$62,500, and waive the requirement for formal bids as described in Section 5.6311 in the Purchasing Policy. (Chris Salas)
- i. Authorization to enter into a Groundwater Savings Agreement with Pinal County Water Augmentation Authority, the Town of Florence, and Maricopa-Stanfield Irrigation & Drainage District, to create and implement a Groundwater Savings Project. (Brent Billingsley)
- j. Approval of the Greater Florence Chamber of Commerce's Special Event Liquor License application to the Arizona Department of Liquor Licenses and Control, for their Softball Tournament, to be held at Heritage Park, on November 19, 2016. (Lisa Garcia)

k. Resolution No. 1601-16:

Ms. Lisa Garcia, Deputy Town Manager/Town Clerk, read Resolution No. 1601-16 by title only.

A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, APPROVING A FACILITIES PROTECTION AGREEMENT BETWEEN THE SALT RIVER PROJECT AGRICULTURAL IMPROVEMENT AND POWER DISTRICT ("SRP"), AN AGRICULTURAL IMPROVEMENT DISTRICT ORGANIZED AND EXISTING UNDER THE LAWS OF THE STATE OF ARIZONA, AND THE TOWN OF FLORENCE, AN ARIZONA MUNICIPAL CORPORATION, ("TOWN") FOR THE BONNYBROOKE SOLAR PROJECT AND AUTHORIZING EXECUTION BY THE TOWN MANAGER OF ALL SUPPORTING DOCUMENTS. (Mark Eckhoff)

- i. Approval of accepting the register of demands ending August 31, 2016, in the amount of \$2,088,226.74. (Gabe Garcia)**

On motion of Councilmember Hawkins, seconded by Councilmember Anderson, and carried to approve the consent agenda, as written, with the exception of Item f and Item i.

- f. Acceptance of the public improvements of Anthem at Merrill Ranch Spirit Loop IV Arch, as of October 4, 2016, prior to the start of the warranty period. (Chris Salas)**

Mr. Billingsley stated that Mr. Sales, Public Works Director, asked to have Item F tabled.

On motion of Councilmember Hawkins, seconded by Vice-Mayor Walter, and carried to table the Acceptance of the public improvements of Anthem at Merrill Ranch Spirit Loop IV Arch, as of October 4, 2016, prior to the start of the warranty period.

On motion of Mayor Rankin, seconded by Councilmember Hawkins, and carried to enter into an Executive Session, per A.R.S. § 38-431.03.A(4) for the purpose of discussion and consultation with the Town's attorneys for legal advice regarding contract negotiations.

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

- i. Authorization to enter into a Groundwater Savings Agreement with Pinal County Water Augmentation Authority, the Town of Florence, and Maricopa-Stanfield Irrigation & Drainage District, to create and implement a Groundwater Savings Project. (Brent Billingsley)**

Mr. Billingsley stated that the Town approves an agreement with Pinal County Groundwater Augmentation Authority (PCWAA) annually and alternates every other year between the Maricopa Stanfield Irrigation Drainage District and the Central Arizona Drainage District with respect to the Town's allocated 2,048 acre feet of Central Arizona Project water. If approved, the Town can receive payment from PCWAA and Maricopa-Stanfield irrigation Drainage District.

On motion of Councilmember Anderson, seconded by Vice-Mayor Walter, and carried to enter into a Groundwater Savings Agreement with Pinal County Water Augmentation Authority, the Town of Florence, and Maricopa Stanfield Irrigation & Drainage District, to create and implement a Groundwater Savings Project.

NEW BUSINESS

Discussion/Approval/Disapproval of the Professional Services Agreement with EPS Group, Inc., for General Civil On-Call Engineering Services, in an amount not to exceed \$500,000. (Chris Salas)

Mr. Salas stated that the requirements for all of the engineering items, inclusive of General Civil On Call Engineering Services and Utility On Call Engineering Services, under the Arizona Revised Statutes, Title 34, Chapter 6, states that engineers should be selected upon

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qualifications and not price. The Town solicited for on call engineers and they were ranked based on their qualifications. The six engineers that were selected were the most qualified.

Mr. Salas stated that every government entity has a list of on call engineers and it is normal practice for towns and cities to operate (inaudible) in the Public Works Department.

Mr. Salas stated that the Town of Florence has a defined process for working with its on call engineers. The engineers will be issued one task at a time and the tasks will go to the three respective disciplines. He stated that the three engineers will get the rough scope of work. They will refine that scope of work and submit it back with a (inaudible), schedule, and a revised scope of work. He stated that while they are not picking based on the lowest price, the system over the last ten years that has been used has effectively kept the consultants honest with one another.

Mr. Salas stated that the on call engineer contract will be utilized for work as defined by the approved current CIP and current fiscal budget. The on call engineers can also be utilized by Council/Town Manager priorities. He provided examples of Council/Town Manager priorities that resulted in expedited services through the use of on call engineers. There are instances that are not CIPs but require engineering services and the on call engineers enable staff to work efficiently and effectively.

Mr. Billingsley clarified an issue that occurred in Maricopa where there was a high chemical composition in the soil that was causing what was perceived to be degradation of the concrete throughout the entire Town. This became a very hot topic for the Council. Staff was able to use one of their on call engineers to do destructive and non-destructive testing and provide reporting to the Council with respect to whether those chemical issues were endangering structures in the Town.

Mr. Salas stated that Mr. Billingsley will post the items on the agenda for information only, as they are approved. Council will have the ability to see the work as it is being performed and that it fits within the CIP and the budget.

Mr. Salas stated that the contracts are for a not-to-exceed amount. He stated he can provide the listing of projects should Council desire.

Mr. Billingsley stated that Council approved a budget that included several CIP projects that amount to millions of dollars. In order to design for those projects, the Town needs to have the project development, funds available, and the availability to quickly move with respect to design. The dollar amounts for both the utility and general civil are not arbitrarily chosen. They are percentage based on the projects that are expected to be completed within the next two fiscal years.

Vice-Mayor Walter inquired of Mr. Salas what projects he was going to present for the on call engineering.

Mr. Salas stated the following projects:

- Florence Gardens Phase IV, which includes drainage improvements, survey, and construction documents,

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- Florence Gardens Phase V – future year
- Attaway/Hunt Intersection Improvement
- Well No. 1 – Equipping

Mr. Billingsley stated that the Town's website has a CIP tool in which you can obtain updates on CIP projects. He stated that once the outside consultants are on board and they are assigned to different projects, their information will be placed on the website as well. He stated that the CIP is posted on the website.

Mayor Rankin inquired when the Town went out for bid.

Mr. Billingsley stated that the Town started the process approximately 10 weeks ago. He explained the process from the issuance of the RSOQs to awarding a contract.

Mayor Rankin stated that it was during the budget process that Council approves the projects and staff would then utilize the on call engineers to do design. He inquired how much money has been earmarked for engineering services for all of the departments.

Mr. Billingsley stated that an engineering fee was not designated as a budget line item. He stated that it is done project by project. He stated that the engineering costs are approximately 10% of the project. He noted that the contracts have gone through legal review and the firms have agreed to and have signed the contracts.

Mr. Billingsley stated that staff will do another qualifications based selection in approximately 1 ½ years.

Councilmember Guilin inquired if the \$500,000 is accumulative for all three engineers and not \$500,000 per engineer. She stated it appears as though Council is awarding a total of \$1.5 million in engineering fees.

Mr. Salas stated that it is \$500,000 per engineer over the course of two years.

Mr. Billingsley reiterated that the engineers are not guaranteed \$500,000 each; the total is dependent on how many projects they are awarded. The cap that they can receive is \$500,000 over the course of two years. He stated that this provides the staff the availability to have the most qualified engineers to work with the Town and gives the Town the ability to move quickly when it is time to move on projects.

Councilmember Guilin commended Mr. Billingsley on this process. She stated that the Town has never done anything like this before. The process is very clear cut as to who is eligible to bid on the individual engineering services.

Vice-Mayor Walter stated that she has received concerns that it appears as though the Council is approving up to \$3,050,000 on the agenda. The concern was which CIP items would be addressed and in what phases will they be addressed. She understands that the website has a CIP tool which the residents can access.

Vice-Mayor Walter stated that the Town is forming a Strategic Plan and the Town is working with a consultant and citizens are participating in the process. It was understood by some of those participants that the CIP would be revisited after the strategic planning presentation was made to ensure that the Town is going in the right direction.

Vice-Mayor Walter stated that there were concerns voiced that some of the money was being set aside to get a jump start on the recreation center. She stated that Mr. Billingsley said that it would not be one of the items that are handled with these funds.

Vice-Mayor Walter requested that Mr. Billingsley notify Council when they reach the \$24,000 threshold of monies expended, specifically when Council is asked to approve contracts of up to \$500,000. She asked that this be built into the process.

Councilmember Hawkins stated that it would defeat what Council is doing by approving the contracts now. He stated that the proposed process streamlines the process.

Vice-Mayor Walter stated that in her conversations with Mr. Billingsley, he will still keep the Council apprised of the amounts to be expended for each of the projects. The Council will not need to approve the engineering for each project separately.

Mayor Rankin inquired if the Council approves the contracts, if it will eliminate the procurement process.

Mr. Billingsley stated that if the contracts are approved the individual task orders do not have to come back to Council for approval. Individual task orders with the engineering companies, up to \$500,000, can be added to the consent agenda for information purposes only, but it would not be contingent upon Council approval because Council would have already approved the contract.

Mr. Billingsley stated that no one has approached him about a recreation center, nor does he believe there is a recreation center approved in the CIP. He stated that it would not be an eligible project unless Council amended the CIP to make it a project. He stated that the contracts are for general civil engineers and utility engineers. It includes water, sewer, roads, structures, and traffic signal, and does not include buildings.

Mr. Billingsley stated that the meaning of an on-call contractor is to award the work specific to the projects that Council has already approved in the budget with their funding sources. He stated if there are specialty items, staff would request it from Council.

Mr. Billingsley stated that the contract is for two years with the ability to extend the duration of the contract; however, the do-not-exceed dollar amount would remain status quo. He stated that the Town still needs to remain under the expenditure limitation and within the approved budget.

Mr. Billingsley stated that the on call consultants are present in the audience should Council have any questions for them.

On motion of Councilmember Hawkins, seconded by Councilmember Guilin, and carried to approve the Professional Services Agreement with EPS Group, Inc., for General Civil On-Call Engineering Services, in an amount not to exceed \$500,000.

Discussion/Approval/Disapproval of the Professional Services Agreement with T.Y. Lin International, for General Civil On-Call Engineering Services, in an amount not to exceed \$500,000. (Chris Salas)

On motion of Councilmember Guilin, seconded by Councilmember Hawkins, and carried to approve the Professional Services Agreement with T.Y. Lin International, for General Civil On-Call Engineering Services, in an amount not to exceed \$500,000.

Discussion/Approval/Disapproval of the Professional Services Agreement with Wilson and Company, Inc., for General Civil On-Call Engineering Services, in an amount not to exceed \$500,000. (Chris Salas)

On motion of Councilmember Guilin, seconded by Councilmember Hawkins, and carried to approve the Professional Services Agreement with Wilson and Company, Inc., for General Civil On-Call Engineering Services, in an amount not to exceed \$500,000.

Discussion/Approval/Disapproval of the Professional Services Agreement with Hazen & Sawyer, for Utility On Call Engineering Services, in an amount not to exceed \$350,000. (Chris Salas)

On motion of Councilmember Anderson, seconded by Councilmember Guilin, and carried to approve the Professional Services Agreement with Hazen & Sawyer, for Utility On Call Engineering Services, in an amount not to exceed \$350,000.

Discussion/Approval/Disapproval of the Professional Services Agreement with Water Works Engineers, LLC, for Utility On Call Engineering Services, in an amount not to exceed \$350,000. (Chris Salas)

On motion of Councilmember Woolridge, seconded by Councilmember Wall, and carried to approve the Professional Services Agreement with Water Works Engineers, LLC, for Utility On Call Engineering Services, in an amount not to exceed \$350,000.

Discussion/Approval/Disapproval of the Professional Services Agreement with WestLand Resources, Inc., for Utility On Call Engineering Services, in an amount not to exceed \$350,000. (Chris Salas)

On motion of Councilmember Guilin, seconded by Councilmember Anderson, and carried to approve the Professional Services Agreement with WestLand Resources, Inc., for Utility On Call Engineering Services, in an amount not to exceed \$350,000.

TOWN MANAGER'S REPORT

Mr. Billingsley stated that the Town has applied for two grants: one is for a street sweeper from MAG and the other is Safe Routes to School Grant through MAG and ADOT, specific to school

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crossings. He stated that the local McDonald's provided \$250 to the Fire Department and it will be used for the smoke detector program; and \$250 to the Police Department that will be used for a medical alert program.

Mr. Billingsley stated that he attended the tree planting ceremony at Heritage Park because Florence was recognized as part of the Tree City USA Program. He stated that the Arizona State Forestry provided the Town with a mesquite tree that was placed in the park. The Town held a nice ceremony and he thanked Parks and Recreation Advisory Boardmember Pinson and Boardmember Smith for attending. He stated that there are 23 programs in Arizona and the trees will be tracked by the Arizona State Forestry for the next 50 years.

Mr. Billingsley announced the following events:

- Movie in the Park
 - Zootopia
 - Saturday, October 15, 2016 at 7:00 pm
- Florence High School Homecoming Parade on Main Street
 - Friday, October 21, 2016 at 1:00 pm
- Florence Carnival
 - October 27 – 31, 2016
 - Heritage Park
- Halloween Fright Fest
- Monday, October 31, 2016 from 5:30 – 8:30 pm
- Heritage Park

Mr. Billingsley congratulated the Water Utility Division of the Public Works Department. He stated that ADEQ performed its annual inspection of the Water Utility last week and the Town passed its inspection and were found to be in full compliance.

Mr. Billingsley provided a presentation on the Capital Improvement Program, in which he outlined the following:

- Project Updates & Status
 - Florence Gardens Retention - Complete
 - HOA requested Public Works assistance to clean out an existing retention basin area
 - Better storm water retention- reduced flooding
 - Removed 150 tons of over growth and debris
 - Did not remove desert vegetation around the outside of the retention basin
 - Removed everything that impeded flow and percolation
 - Diversion Dam Road - Complete
 - First of Two Phases – Town Phase
 - Utility relocation, curbing, paving, and significant amount of intersection improvements
 - Improvement to local irrigation ditches in the area
 - Added syphon under the highway
 - Drainage improvements
 - Provide roadway expansion for increased commercial traffic flow at Diversion Dam Road/State Route 79.
 - Prepare for ADOT signalization of intersection.

- Widened ½ mile of Diversion Dam Rd. between SR79 and Bowling Rd.
 - Realigned SCIDD Irrigation pipeline.
- Second Phase – ADOT Phase
 - Traffic signal to be installed
- Desoto Sewer Line Replacement - Complete
 - 30 foot section of clay pipeline was removed and replaced at the correct elevation.
 - Three sewer services were replaced during this project.
 - Crews repaired the base of the manhole. They poured concrete on the base and created a trough to assist with flow.
 - Crews (Utility & Streets) backfilled, compacted the trench and replaced asphalt.
 - All design and construction was done in house with Town staff
- North WWRF Retrofit/Repair - Phase 1 Complete
 - Installation 200' of new influent sewer line.
 - Basin isolation valves and piping installed; used for maintenance and low flow.
 - Installation 300' of new effluent recharge line used for maintenance of retention pond.
 - Grading work around screen and sand filter area.
 - Phase I is complete
- Sequence Batch Reactor (**SBR**) Repair/Restoration - Complete
 - There are 4 SBRs at the South Wastewater Treatment Plant
 - Had not been cleaned or repaired since plant was put into operation.
 - SBRs was drained, cleaned and repaired and new equipment was installed as necessary
 - Basin power washed and checked for deterioration.
 - Two mixer pumps rebuilt and reinstalled.
 - Decanter unit restored with new actuators.
 - Influent and discharge pipe re-coated with epoxy.
 - Installation of new sludge pump
 - Size is 20 feet deep and as wide as a football field in both directions
 - Primary way to treat waste at wastewater treatment plan.

DEPARTMENT REPORTS

Community Development

Courts

Finance

Fire

Library

Parks and Recreation

Police

Vice-Mayor Walter inquired about the status of the Main Street Project.

Mr. Salas stated that the project is on schedule. The completion date is in early November.

Vice-Mayor Walter inquired if the lights have been determined, and if so, has the business owners been advised of what the lights will be like.

Mr. Salas stated that the lights were chosen some time back. He does not know if Mr. Knudson, Assistant Town Manager, has shared this with the business owners.

Vice-Mayor Walter inquired if there is a safety plan in place for the Homecoming Parade on October 21, 2016. She stated that the Florence Unified School District students from kindergarten to high school will be lining the streets.

Mr. Billingsley stated that he met with Mr. Salas and Mr. Dan Hughes, Police Chief regarding the parade. Chief Hughes stated that there will be a volunteer presence and the contractor will ensure that the barricades that are up are per the Manual Uniform Traffic Control Devices (MUTCD) and that everything is safe. Removing the barricades would make things less safe.

Vice-Mayor Walter inquired if there is an update on the Florence Gardens infill and the infrastructure on the roads with the rain runoff.

Mr. Billingsley stated that the Florence Gardens HOA contacted the Town regarding the retention basin. He stated that the retention basin has been cleaned and that the Public Works crew cleaned the weeds behind the houses as well.

Mr. Salas stated that Mr. Dan Cisco, Public Works Superintendent, is working with the National Guard to partner with them on the project because they want to use the property for potential training grounds. He stated that if the partnership does not happen, they have received quotes for mobilizing equipment to the area and to do additional construction as well as placing "No Trespassing" signs on the property and filling in the holes. He stated that the barricades will remain until such time as the signs are installed.

Mr. Billingsley stated that the barbed wire fence is actually a construction fence that was installed by the developer and has rotted over time. There may be more of a liability issue if the Town removes the fence without first installing the "No Trespassing" signs. He stated that they did get advice from the insurer and the project will be very expensive to regrade the entire site. He suggested a future executive session regarding the trenches as they are not at collapsing depth. He stated that they are in discussion with the National Guard; however, the Town has no control over their schedule.

Mayor Rankin stated that he brought this issue to Council when he was approached by citizens in the Florence Gardens area.

Vice-Mayor Walter stated that the Florence Gardens citizens are approaching her as well as for the same issue.

The Department Reports were received and filed.

CALL TO THE PUBLIC

Councilmember John Anderson, Florence Resident, asked for more information on the "Tip A Cop" event on October 21, 2016 at the Anthem Grill.

Mr. Terry Tryon, Police Lieutenant, stated that the "Tip A Cop" Program benefits the torch run for challenged individuals. The police officers are in uniform and work in restaurants to bus tables, take out drinks, etc. and the tips that are received are donated to the Special Olympics.

CALL TO THE COUNCIL – CURRENT EVENTS ONLY

Vice-Mayor Walter thanked Mr. Billingsley for the presentation on the CIP completed projects. There has been a significant amount of progress made in the last few months.

Vice-Mayor Walter thanked Mr. Billingsley for his prompt response in regards to the flooding concern that was brought to his attention. She stated he is working very hard to mitigate the problem.

Vice-Mayor Walter asked staff to include more information on the agenda items that are being presented to Council. She stated that this will alleviate the need for so many questions. She stated that it also is for more transparency going forward.

Vice-Mayor Walter asked that the durable medical equipment program be advertised.

Mayor Rankin stated that October is Domestic Violence Awareness Month. He stated that Town Hall will be lit purple for October in recognition of domestic violence. He stated that it is important to address domestic violence and report the issue to local enforcement.

Mayor Rankin stated the benefit for Gabby Lara is October 15, 2016. She is a local student who is battling cancer and invited the public to attend.

Mayor Rankin stated it was his honor to present a proclamation to Olga Cathemer for her 100th Birthday. He stated that September 28, 2016 was declared "Olga Cathemer Day" in honor of her birthday. She taught school in Florence for many years.

ADJOURN TO EXECUTIVE SESSION

An Executive Session will be held during the Council Meeting for legal matters pursuant to A.R.S. Section 38-431.03(A)(3) and (A)(4) d 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 regards to pending litigation in the U.S. District Court for the District of Arizona: (Case No. CV-14-01304-PHX- BSB) Walt Hunter and Jarris A. H. Varnrobinson Von Zombie v. Town of Florence, et al.

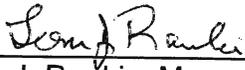
On motion of Councilmember Hawkins, seconded by Councilmember Guilin, and carried to adjourn to Executive Session.

ADJOURN FROM EXECUTIVE SESSION

On motion of Councilmember Anderson, seconded by Councilmember Wall, and carried to adjourn from Executive Session.

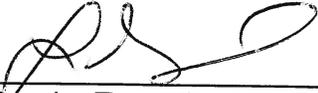
ADJOURNMENT

On motion of Councilmember Wall, seconded by Councilmember Anderson, and carried to adjourn the meeting at 8:35 p.m.



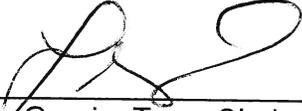
Tom J. Rankin, Mayor

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 October 3, 2016, and that the meeting was duly called to order and that a quorum was present.



Lisa Garcia, Town Clerk