



Members of the public may submit written comments relating to this meeting to Town Clerk Lisa Garcia by emailing [lisa.garcia@florenceaz.gov](mailto:lisa.garcia@florenceaz.gov) at any time until one hour prior to the posted start time for the meeting. Please be sure to include your name and address for the record as well as the meeting date (and Agenda Item #, if applicable) in the subject of your email.

If any member of the public has difficulty connecting to the meeting, they are invited to contact the Town of Florence Information Technology Helpdesk at (520) 868-7543.

The agenda for this meeting is as follows:

**1. CALL TO ORDER**

**2. ROLL CALL:** Tara Walter, John Anderson, Karen Wall, Kristen Larsen, Michelle Cordes, Judy Hughes

**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. 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 the August 3, Regular Meeting, August 3 Special Meeting, August 10, August 17, and August 31, 2020 Meeting minutes. (Lisa Garcia)
- b. Receive and file the following board and commission minutes:
  - i. May 21, 2020 and August 20, 2020 Planning and Zoning Commission Meeting minutes.
  - ii. July 22, 2019, August 14, 2019, and September 10, 2019 Ad Hoc Sign Code Committee Meeting minutes.

**7. NEW BUSINESS**

- a. Approval to authorize the Town Manager to enter into a Renewable Power and Energy Audit Agreement with Ameresco, to conduct an Investment Grade Audit of Town facilities. (Ben Bitter)
- b. Approval to authorize the Town Manager to enter into an agreement with Arizona Public Service (APS), to participate in the APS Solar Communities Program.
- c. Resolution No. 1749-20: Discussion/Approval/Disapproval of A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, TO AUTHORIZE THE

APPLICATION FOR A DRINKING WATER PROJECT LOAN FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA. (Brent Billingsley)

- d. **Resolution No. 1750-20:** Discussion/Approval/Disapproval of A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, TO AUTHORIZE THE APPLICATION FOR A WASTEWATER PROJECT LOAN FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA. (Brent Billingsley)

## **8. MANAGER'S REPORT**

## **9. CALL TO THE PUBLIC**

## **10. CALL TO THE COUNCIL – CURRENT EVENTS ONLY**

## **11. ADJOURNMENT TO EXECUTIVE SESSION**

For the purposes of discussions or consultations with designated representatives of the public body and/or legal counsel pursuant to A.R.S. Sections (A)(3), (A)(4) and (A)(7) to consider its position and instruct its representatives and/or attorneys regarding:

- i. Town's position and instruct its attorneys regarding request for proposals issued for rental space in Town facilities.
- ii. Discussion on possibility of purchasing land.

## **12. ADJOURNMENT FROM EXECUTIVE SESSION**

## **13. 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). One or more members of Council may appear for part or all of the meeting including Executive Session telephonically.

**POSTED ON SEPTEMBER 16, 2020, BY LISA GARCIA, TOWN CLERK, AT 775 NORTH MAIN STREET, FLORENCE, ARIZONA, AND AT [WWW.FLORENCEAZ.GOV](http://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 711 TDD. REQUESTS SHOULD BE MADE AS EARLY AS POSSIBLE TO ALLOW TIME TO ARRANGE THE ACCOMMODATION.\*\*\***

**MINUTES OF TOWN OF FLORENCE COUNCIL REGULAR MEETING HELD ON MONDAY, AUGUST 3, 2020, AT 6:00 P.M., IN THE FLORENCE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.**

***SPECIAL NOTICE REGARDING PUBLIC MEETINGS***

*Due to the risks to public health caused by the possible spread of the COVID-19 virus at public gatherings, the Town of Florence has determined that public meetings will be indefinitely held through technological means. Meetings will be open to the public through technological means. In reliance on, and in compliance with, the March 13, 2020 Opinion issued by Attorney General Mark Brnovich, and in conjunction with the Emergency Proclamation signed by Mayor Tara Walter, on March 18, 2020. The Town of Florence provides this special advance notice of the technological means through which public meetings may be accessed. While this special notice is in effect, public comment at meetings will only be accepted through written submissions, which may or may not be read aloud during meetings.*

**CALL TO ORDER**

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

**ROLL CALL:**

Present: Walter, Anderson, Wall, Larsen, Hughes  
Absent: Cordes

**MOMENT OF SILENCE**

Mayor Walter called for a moment of silence.

**PLEDGE OF ALLEGIANCE**

Mayor Walter 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.

**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.**

**Approval to enter into a contract with Zumar Industries Inc., to purchase various street, warning, and informational signs, as well as poles and pole accessories for all signage within the Town of Florence, in an amount not to exceed \$35,000.**

**Approval of an agreement for professional services with The WATS Guys, utilizing Direct Selection, in an amount not to exceed \$60,000.**

**Approval of accepting improvements to Anthem Merrill Ranch Unit 35B and starting the warranty period effective August 3, 2020.**

**Approval of the assignment and transfer of the Communications and Internet of Things Service Agreement between the Town of Florence, and Milandr, Inc., to IoT Advent, Inc.**

**Approval of accepting the register of demands ending June 30, 2020, in the amount of \$3,101,808.78.**

On motion of Councilmember Wall, seconded by Councilmember Larsen, and carried (5-0) to approve the Consent Agenda, as written.

## **MANAGER'S REPORT**

Mr. Brent Billingsley, Town Manager, stated that Arizona Public Service provides grants for solar. Vice-Mayor Anderson submitted an interest submission along with the Town submitting a grant application for the program. The Town was not awarded the grant initially; however, one of the originally recipients declined, and the Town was offered the award. APS notified staff on July 28, 2020, that APS will be implementing the program for utility-owned solar distributed generation on covered parking at the Town of Florence Community Center and will install an approximate 198 kW-ac system. APS will pay all costs associated with the installation, ownership, operation and maintenance of the system. The Town will receive covered parking and rebates on its electrical bills for the next 20 years.

Mr. Billingsley stated In June, the United Food Bank reached out to the Town regarding their intent to stop providing food distribution in Florence. This decision was based on several factors; however, Florence felt like it was a much-needed service and partnered with them to continue service to the residents. United Food Bank shared with the Town what their issues were, including food storage and assistance with distribution. The Town, with a number of other entities got together and formulated a plan in which to assist.

Mr. Billingsley stated that Police Chief Bruce Walls agreed to take the lead in building collaboration between community members, non-profits, and the faith-based organizations in Town. A group of volunteers has been established, a food storage site has been identified, and our first food distribution event was held at Heritage Park on July 31, 2020, which went very well. He stated that 200 food boxes were distributed with a need for 100 more. United Food Bank will be back with the boxes for distribution.

Mr. Billingsley stated that several volunteers from Tucson, Apache Junction and several local organizations came to assist, which included: Curt Nelson, First Baptist Church, Word of Life Ministries, Desert Rock Church, Florence Baptist Church, Higher Dimensions Church, Florence

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Unified School District, United Food Bank, Florence Lions Club and Town of Florence staff volunteers.

Mr. Billingsley provided an update on the following projects:

- Construction is complete on the Silver King Marketplace Balcony with the exception of light fixtures that are on backorder
- Gila River Bridge Replacement has been delayed by one year and is scheduled for 2023
- 500 Smart meters have been installation for the Smart Cities Project
  - All commercial meters have been installed
  - Currently installing residential meters
- Drunk buster vehicle has been received
  - Comes with specialized goggles used to teach the youth about the dangers of drinking and driving

Mr. Billingsley outlined the various services that the Town is offering during this time. The newest service is Books on Wheels in which users of the Congregate Meal Program or Homebound Meal services, through the Senior Center, can now receive library materials through this partnership at no additional cost to the Town. The Town will also be offering Tutor-On-Demand in the near future and is seeking volunteers for anyone wishing to assist.

Mr. Billingsley outlined the following services being offered:

- Curbside service for meal pickup at the Senior Center
- Congregate Meal Program
- Shopping for Seniors
- Telephone Reassurance Program
- Give-A-Lift Program is limited at this time to medical rides only
- Zoom Phone-In Bingo will be starting soon
- Zumba in the Park will be starting soon
  - Participants will be properly distanced from one another
- Take and Make Kits
- Rec on the Go Program
- Corona Kick Rocks
- Durable Medical Equipment
- Yoga in the Park will be starting soon
- Sand Volleyball may be starting soon

Mr. Billingsley stated that staff is trying to be creative and come up with programming that are fun and get people to go out and exercise. He stated that the rock painting has been very successful and explained that the goal is to have people paint rocks and place them throughout Town. Whoever finds the rocks are to take a picture with the rock and post it on the Town's social media sites.

Mayor Walter inquired about the grant that was received for the "thumper" for the Fire Department.

Mr. Billingsley stated that the Fire Department submitted a grant and was funded for a system that is placed on a patient's chest and does chest compressions for you.

Councilmember Larsen inquired how often will the food bank take place.

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Mr. Billingsley stated that initially it was to be distribution only for dry goods but has evolved to distribution and food bank and the distribution will be done on a monthly basis.

## **DEPARTMENT REPORTS**

**Community Development**

**Community Services**

**Courts**

**Finance**

**Fire**

**Police**

**Public Works**

The Department Reports were received and filed.

## **CALL TO THE PUBLIC**

There were no public comments.

## **CALL TO THE COUNCIL – CURRENT EVENTS ONLY**

Councilmember Wall stated that she is excited about the solar project at the Community Services Department. She thanked all those who assisted with the food bank and it is good to see a need being met. She congratulated the Main Street Fabric Company in the opening of their business.

Councilmember Hughes encouraged everyone to vote tomorrow.

Councilmember Larsen stated that she is proud of everything that is happening in Florence.

Vice-Mayor Anderson congratulated all of the candidates for running for office. He wished all of the candidates' good luck. He discussed the striping on the streets in the downtown area. He stated that the Town needs to do their job in cleaning up the Town and needs to restripe the downtown with better paint. He has also spoken with Chief Walls regarding the vandalism in his neighborhood in which someone has been egging cars and houses. He asked anyone to see the youth after curfew to please call the police.

Mayor Walter stated that staff will be reviewing costs for restriping. She is thankful for the projects that the Community Services Department is implementing. She encouraged everyone to know where their polling place is and to vote.

## **ADJOURNMENT**

On motion of Vice-Mayor Anderson, seconded by Councilmember Larsen, and carried (5-0) to adjourn the meeting at 6:32 p.m.

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Tara Walter, Mayor

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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 August 3, 2020, and that the meeting was duly called to order and that a quorum was present.

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Lisa Garcia, Town Clerk

**MINUTES OF THE TOWN OF FLORENCE COUNCIL SPECIAL MEETING HELD ON MONDAY, AUGUST 3, 2020, AT 6:30 P.M. (OR IMMEDIATELY FOLLOWING THE REGULAR AUGUST 3, 2020 COUNCIL MEETING), IN THE FLORENCE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.**

***SPECIAL NOTICE REGARDING PUBLIC MEETINGS***

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**1. CALL TO ORDER**

Mayor Walter called the meeting to order at 6:35 p.m.

**2. ROLL CALL:**

Present: Walter, Anderson, Wall, Larsen, Hughes

Absent: Cordes

**3. ADJOURNMENT TO EXECUTIVE SESSION**

On motion of Vice-Mayor Anderson, seconded by Councilmember Larsen, and carried (5-0) to adjourn to Executive Session.

**For the purposes of discussions or consultations with designated representatives of the public body and/or legal counsel pursuant to A.R.S. Sections 38-431.03 (A)(3), (A)(4) and (A)(7) to consider its position and instruct its representatives and/or attorneys regarding:**

- a. Town's position and instruct its attorneys regarding pending litigation in the U.S. District Court for the District of Arizona: (Case No. CV-14-01304-PHX-DMF) Walt Hunter and Jarris A.H. Varnrobinson Von Zombie v. Town of Florence, et al.**

**4. ADJOURNMENT FROM EXECUTIVE SESSION**

On motion of Councilmember Larsen seconded by Councilmember Wall, and carried (5-0) to adjourn from Executive Session.

**5. ADJOURNMENT**

On motion of Councilmember Hughes, seconded by Vice-Mayor Anderson, and carried (5-0) to adjourn the meeting at 7:13 p.m.

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Tara Walter, 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 August 3, 2020, and that the meeting was duly called to order and that a quorum was present.

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Lisa Garcia, Town Clerk

**MINUTES OF THE TOWN OF FLORENCE COUNCIL WORK SESSION HELD ON MONDAY, AUGUST 10, 2020, AT 6:00 P.M., IN THE FLORENCE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.**

**SPECIAL NOTICE REGARDING PUBLIC MEETINGS**

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**CALL TO ORDER**

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

**ROLL CALL:**

Present: Tara Walter, John Anderson, Karen Wall, Kristen Larsen, Michelle Cordes  
Absent: Judy Hughes

**WORK SESSION ON THE CARES ACT FUNDING.**

Mr. Benjamin Bitter, Intergovernmental and Communications Manager/PIO, provided a presentation in which he outlined the following:

- Background
  - The Coronavirus Aid Relief, and Economic Security Act, also known as the CARES Act, is a \$2.2 trillion economic stimulus bill passed by the 116<sup>th</sup> US congress and signed into law by President Donald Trump in March 2020.
  - The Act provided funding of various forms and was distributed through various mechanisms.
- CARES Act Distribution
  - Individuals - Estimated \$560 billion
  - Public Health - \$153.5 billion
  - State and local governments - \$339.8 billion
  - Small businesses - \$377 billion
  - Big Corporations - \$500 billion
  - Education/other - Estimated \$43.7 billion
  - Safety Net - \$26 billion
- CARES Act Fund
  - Individual Relief - \$300 billion
    - Direct payment to taxpayers

- Up to \$1,200 per adult, plus \$500 for each dependent
- Unemployment Benefit Increase - \$260 billion
- Major Industry Loans - \$208 billion
- Small business loans - \$300 billion
- Paycheck Protective Program - \$300 billion
- CARES Act Funding for Small Businesses
  - Funding Options – in addition to traditional SBA funding programs, the CARES Act established several new temporary programs to address the COVID-19 outbreak.
  - Paycheck Protective Program
    - This loan program provides loan forgiveness for retaining employees by temporarily expanding the traditional SBA 7(a) loan program.
  - EIDL
    - This loan will provide economic relief to small businesses and non-profit organizations that are currently experiencing a temporary loss of revenue.
  - SBA Express Bridge Loans
    - Enables small businesses who currently have business relationship with an SBA Express Lender to access up to \$25,000 quickly.
  - SBA Debt Relief
    - SBA is providing a financial reprieve to small businesses during the COVID-19 pandemic.
- CARES Act Creation of the Coronavirus Relief Fund
  - \$150 billion fund
    - Tribes - \$8 billion
    - US Territories - \$3 billion
    - State Local - \$139 billion
      - Arizona - \$2,822,399,972
        - Five largest cities/counties - \$965,412,263
        - State retains - \$1,416,241,990
        - 101 small cities/towns/counties - \$440,745,718
          - Florence receives - \$3,148,226
- CARES Distribution to Cities
  - Federal guidance from U.S. Department of Treasury said that 45% of the funds received by the State should be allocated to cities, town, and counties.
    - Under the scenario, Arizona cities, towns and counties would receive \$1,270,079,987.
    - Through the AZCARES Fund, cities, towns, and counties received only \$440,745,718.
    - This equates to only 34.7% of the amount that should have been allocated under the Treasury guidelines.
    - Furthermore, cities in Maricopa County and Pima County received access to a greater percentage of funds, due to those counties receiving an allocation directly from the federal government.
- AZCARES Fund
  - Florence was allocated \$3.1 million from the Governor's AZCARES Fund.
  - These funds were meant to cover the costs of Public Safety response to the COVID-19 pandemic.
  - To receive the funds, we submitted payroll costs/projections from March 1, 2020 through December 31, 2020.

- The Town's public safety expense during this time justified the \$3.1 million reimbursement into the General Fund.
- Concerns
  - There may not be any more money allocated to local governments.
  - The Town's Fiscal Year 2020-2021 budget proposed to reduce fund balance by \$1.7 million. Retaining AZCARES Funding could help reduce the impact on the Town's "rainy day" funds.
    - How do we balance our desire to assist small businesses within our community, with our need to maintain the vital services that these funds were meant to protect (e.g. public safety)?
    - Giving money to small businesses could violate the Arizona Constitution.
- Concern 1 – New Stimulus Package?
  - Congress has debated various proposals for another stimulus package.
  - Partisan proposals have come out of both chambers.
    - HEROES Act – passed by House
    - HEALS Act – proposed by Senate Leadership
  - Compromise
    - Both bills include additional funding for:
      - Individual stimulus payments
      - Additional unemployment benefits
      - Expansion of the Payroll Protection Program
      - Over \$100B in new funding for schools
- Concern 2 – Recent Increased Expenses
  - The Town does not have access to PPP or EIDL
  - Like other businesses, the Town has seen a loss of revenue and increased expenses for certain items used in response to COVID-19.
    - These include:
      - Emergency Communications/mobile radios
      - Technology upgrades
      - Citizen Complaint Portal
      - Technology, laptop, etc.
      - Personal protective equipment
      - Plexiglass and other physical protections
      - Business license fee waivers
      - Increased jail costs
      - Federally mandated leave (and associated overtime) due to FFCRA
      - Additional turnout gear
      - Revenue loss (due to closure of pool, Parks and Recreation programming, slower economy due to pandemic, etc.)
      - COVID leave given to certain frontline employees
      - Matching funds required for FEMA public assistance
      - Event cancellations (Country Thunder, Rodeos, etc.)
- Concern 3 – Arizona's Gift Clause
  - Found in Arizona Constitution, Article 9, Section 7 and reads as follows:

“Neither the state, nor any county, city, town, municipality, or other subdivision of the state shall ever give or loan its credit in the aid of, or make any donation or grant by subsidy or otherwise, to any individual, association, or corporation, or become a subscriber to, or a shareholder in, any company or corporation, or become a joint owner with any person, company, or corporation.”

- Money can be provided to other entities if giving money or subsidy promotes a public purpose.
- Each expenditure of money must be analyzed like the consideration in any contract. In other words, is the city/town getting a direct benefit from something that is of equal or similar value in return for what they are giving?
- Other Communities
  - Queen Creek
    - \$5.2 million direct, plus benefits from Maricopa County’s \$399 million
      - \$500,000 (10% total to local businesses)
        - Grant program to reimburse businesses for costs incurred in connection with enhanced sanitation, employee safety, and customer safety.
        - Eligible businesses include non-profit, small businesses located at a physical, commercial address in Queen Creek that hold a valid Queen Creek business license.
        - Grant money will be distributed based on the number of full-time equivalent employees (FTE) or contractors the business employed on March 1, 2020. For each FTE or contractor, the grant program will provide \$500 per employee to be used to offset the expenses in connection with enhanced sanitation, employee safety, and customer safety. Maximum eligible award per business is \$12,500. Businesses can begin applying on July 20, 2020 by visiting [InvestTheQC.com/Together](http://InvestTheQC.com/Together).
    - Maricopa
      - \$6 million direct
        - \$1.7 million (28% of total) to local businesses and non-profits
          - Small Business Reemergence Program - \$1.35 million
          - Non -Profit Program - \$350,000
        - Includes assistance for mortgage and lease payments from March to May and any personal protective equipment related expenses
        - Program does not include funding for lost revenue
        - Funding cycle closed in late July
          - Council ultimately authorized \$569,000 of grants (or 10% total).
    - Scottsdale
      - \$29.6 million direct, plus benefits from Maricopa County’s \$399 million
        - \$8.5 million (29% total to local businesses)
          - \$3 million for care for vulnerable citizens
          - \$450,000 for residential utility assistance program
          - \$5 million for business assistance programs
        - \$21.1 million (71% of total) for city operations and expenses
          - \$3.1 million for community facilities safety upgrade
          - \$1.5 million for arts and culture programs
          - \$100,000 for public health communications

- \$2.2 million for city buildings; safety retrofits
  - \$871,232 for telework/technology expenses
  - \$1.3 million for personal protective equipment, sanitation, cleaning
  - \$2.2 million for emergency response
  - \$2 million for future COVID-19 resurgence preparation
  - \$4 million for public safety
  - \$3.8 million for unallocated funds remaining
- Recommended Guidelines to Follow
    - Reimburse expenses that have assisted in improving the “public health” within the Town of Florence.
      - Under U.S. Treasury guidance, CARES funds must be spent by December 31, 2020. To ensure adequate processing time, the Town should receive applications through October 31, 2020.
      - Grants should be provided instead of loans. Loan processing requires immense administrative burden and slow processes.
      - Require physical brick-and-mortar storefront in the Town limits. Do not duplicate or overlap programs offered by Pinal County.
      - Must have held a Town business license as of January 1, 2020
      - Cannot reimburse for lost revenue
  - Recommended Guidelines
    - Must be a qualified “small business” as defined by the Small Business Act (15 USC 631 *et. seq.*), that has implemented a program designed to undertake activities and will incur continuing expenses in connection with enhanced sanitation. <http://www.sba.gov/federal-contracting/contracting-guide/basic-requirements>
    - Provide up to \$500 per employee reimbursement and/or utility payment, up to \$10,000 per business. Cap total grant amount at \$300,000 to local businesses (or about 10% of total allocation). First come, first serve basis.
  - Eligibility Criteria
    - Reimbursement will be for costs incurred in connection with enhanced sanitation, employee safety, and customer safety, which may include, but is not limited to:
      - Disinfection of interior spaces and other high touch areas of small businesses
      - Provision for personal protective equipment (including respirator masks, general face masks and gloves) for employees and customers, and the implementation of policies and practices that require employees and customers to wear respirator and/or general face masks
      - The installation and maintenance of any physical barriers, such as plexiglass shields, booths and other barriers designed to limit the exposure of customers and employees to droplets and/or aerosols.
      - Creation of signage and programs designed to allow for delivery of goods, or curbside pickup of goods, along with the dedication of parking areas for such purposes
      - Installation and maintenance of HVAC system to include MERV13 or higher air filters
      - Employment expenses related to the above activities
      - Businesses can apply for utility reimbursement for water, wastewater and electrical utilities paid while the “Stay at Home Order was in effect (i.e., the months of March, April and May).
      - As these services are necessary for the public health of the community, they are deemed eligible for reimbursement.

- The combined maximum grant award between protective equipment reimbursement and utility reimbursement is \$500 per employee (up to \$10,000 total per business).
- Application/Approval Process
  - Businesses will submit application and copy of receipts and supporting documents.
  - Review Board, consisting of a representative from Finance, Grants, Legal, and Administration, will review the application for completeness and conformity of eligibility criteria.
  - Review Board will gather recommendations and place these on the Consent Agenda for the next available Town Council agenda.
  - Every two weeks, Council will have a chance to approve the recommendations of the Review Board.
- Direction
  - Town staff will adapt this recommendation to the desires of Council and present the ultimate program guidelines and application materials for Council Action at the September 7, 2020 Town Council Meeting

Vice-Mayor Anderson inquired if older buildings in the downtown area apply to have their HVAC systems replaced.

Mr. Bitter stated that the grant would be to upgrade to provide for better quality of air and has been scrubbed of potential virus such as a MERC 13 filtration system or a UV sanitization system.

Councilmember Wall inquired what the businesses' greatest needs are, if there is consideration for non-profits, and for businesses that received other sources of grants/loans, will they be considered or disqualified.

Mr. Bitter stated that non-profits have received extra amounts of funding as well as have had access to other pots of money and programs. Small businesses were not eligible for several programs that non-profits were. He noted that providing funding for non-profits is very complicated because there are 25 different types of non-profits under the Federal Tax Code and it is very difficult to define a non-profit. Churches are considered non-profit.

Mr. Bitter stated that if the Town were to include non-profits, they will also need to certify that they have not received any additional funding through the federal government. In Florence, one small business received funding of over \$150,000 and approximately 60 have received funding of less than \$100,000. Names of those businesses were not disclosed to the Town but was provided a listing of the types of businesses who received funding. Based on this information received, it indicates that numerous non-profits have received funding.

Mr. Bitter suggested that if Council chooses to include nonprofits, that separate pots of funding be allocated and caps be set for both non-profits and small businesses to ensure that the majority of the money is getting into the small businesses and being rejuvenated throughout our economy.

Mayor Walter inquired why small businesses would not be required to certify that they received funding if non-profits would be required to do so. She stated that there are some small businesses that have applied multiple times and have received nothing while others have received funding.

Mr. Bitter stated that the intent is to get the money disbursed quickly which is why staff opted for the “first come first served” approach. He stated that they could ask the small businesses if they have already received a Paycheck Protection Program (PPP) Loan, to wait until after those who have not received those funds. Effectively, the Town would be waiting until October to ensure that everyone who has not received any funding gets first preference. He stated that the Council has the ability to provide that directive.

Mr. Roger Biede, Executive Director, Greater Florence Chamber of Commerce, stated that the businesses concerns are not putting up the plexiglass as there are no sales and the lack of people coming out. He stated the amount being allotted seems minimal and the plan does not seem well thought out. He stated that reimbursing the businesses for the protection expenses will not help.

Councilmember Wall stated that \$500 per employee seems minimal. She would prefer that the Town develop a sliding scale because the proportionate cost is more for the smaller businesses rather than larger businesses.

Vice-Mayor Anderson stated that he agrees with Councilmember Wall’s suggestion.

Mr. Bitter stated that Mr. Biede referenced loss of sales, which equates to loss of revenues. He stated that everyone is experiencing loss of revenue; however, under the CARES Act, there is specific guidance from the Department of Treasury that states that the funds cannot be used for the replacement of revenue.

Mr. Bitter stated that staff tried to create a program that may be applicable to everyone such as reimbursement for utility bills. Once funds are received, it is up to the business as to how they choose to spend it. This is a legal way in which the Town can provide funding.

Mayor Walter stated that she has contacted and received information from other municipalities on how they were utilizing the funds and has provided this information to Council. She asked Mr. Biede if he had any suggestions on how the monies can be utilized.

Mr. Biede suggested a marketing campaign to bring people to Florence. He agrees with Councilmember Wall’s suggestion of a sliding scale.

Councilmember Cordes stated that Supervisor Goodman stated that they are using their money for grants for up to \$30,000 for overhead such as rent, utilities, and possibly property taxes. She clarified that if you are in the Town of Florence, you will not qualify for the Pinal County grants. She stated that the Town can assist with rent and utilities. She does not believe it should be dependent on the number of employees they have, but rather based on their expenses. It is important to support the businesses.

Councilmember Cordes stated that Apache Junction does not exempt businesses who received funding for PPP to apply for their grants as that loan is specific for payroll protection. She stated that the Town may be able to reimburse for all of the safety items as well as rent and utilities. She is concerned about losing businesses in Town, which Florence cannot afford to lose. She also suggested that they look at their business last year compared to this year so they can better understand the impact that COVID-19 has had on their business and understand how the Town can better help them.

Mayor Walter stated that Maricopa County is electing to assist their cities and towns as well as those in unincorporated areas whereas Pinal County will only assist those in unincorporated areas.

Mr. Biede inquired if businesses that do not have brick and mortar can be included. They may have been the businesses that were hit the hardest. There may be potential for them to be on Main Street in the future.

Mr. Bitter stated that the program was designed to be the most legally defensible while providing the maximum benefit that can be provided to the community. The focus is on public health, as outlined in the statute. Staff needed to ensure that the grants were not used for something that could potentially create a lawsuit for the Town in the future. He stated that if you do not have a brick and mortar you are not assisting in the public health because no one is coming to your location and there is no public interaction. He stated PPE, sneeze guards, etc. can be justified reimbursable expenses because they fit in the legal definition of assisting in public health. The utilities (water, electricity, and gas) reimbursements were also included because their definitions were also outlined in the statute. Rents and mortgages were not included because it may be unfair to businesses who own their property and do not have rent or mortgage. It was also difficult to justify how rent or mortgage benefits public health.

Mr. Bitter stated staff did discuss their programs with several other communities in the state and discussed what their weaknesses were to ensure that the Town created a program that provided the maximum amount of benefit, while providing the Town with the least amount of liability. This is not a perfect program and there have been reasonable suggestions.

Mayor Walter inquired if the Town could partner with the Greater Florence Chamber of Commerce for them to facilitate the funding.

Mr. Bitter stated that the Treasury guidance is very specific on how federal funds can be utilized and there are not provisions in which the staff is comfortable to provide this to other organizations. This has been delegated to the Town to reimburse for its public safety expenses and we must still adhere to those guidelines.

Mayor Walter inquired if the department heads have expressed their needs. A portion of the funding will go into the programs and services that the Town provides to the community.

Mr. Bitter stated that the department heads are all aware of what the recommendation to Council would be. He stated that staff does not know what may be coming or how long this will last and how it will affect everyone. Adjustments will be made as needed.

Councilmember Larsen stated that she does not feel that 10% is enough. She inquired where the 90% will be expensed to and would like non-profits to be included. She agrees that it needs to be a brick and mortar. She stated that a qualifier would be if the entity had to provide a service they normally would not or if they had to expand on what they normally provided. In her opinion, air conditioning units is a justifiable expense if they never had an air conditioning unit before. The air conditioning unit is now providing an air filtration system that they never had before and are now helping to protect the public. She wants to ensure that funds are being provided. She does not understand how other entities can provide for rent coverage and the Town is not. She requested that this be explored further.

Councilmember Larsen requested that the cap be increased. She would like an opportunity to review what Mayor Walter provided to Council. She thinks the program is a good starting point but their needs to be further discussion because there is not enough included.

Mayor Walter inquired if staff considered the total amount of employees and what if every employee utilized the 10 days of COVID-19 leave. It is her understanding that since schools are closed, an employee can take up to 12 weeks with 2/3 payment to care for their children. The payment would come from that funding. She wants to ensure that the Town is planning for that as well as public safety and resurgence.

Mr. Bitter stated that they did consider the costs associates with resurgence. He stated that no employees took COVID-19 leave. He stated that the cost could be as high as \$1 million if each employee had to take the 10 days of COVID-19 leave, which does not include childcare leave, nor associated overtime. Most communities are setting aside 50% of their funding for something that may exist in the future and 25% to 45% for existing expenses. He noted that Coolidge is not allocating any funds to the community because they feel this is the one chance to have funding for the city organization and they need to protect the funds and revenues as best as possible.

Councilmember Cordes inquired where the money from the \$300,000 that is set aside for grants be allocated to, if it is not all awarded.

Mr. Bitter stated that all funds received were based on the Town's anticipated public safety expenses. The Town will spend \$3.1 million between March 1, 2020 and December 31, 2020 in the Town's response to COVID-19. This will be the Town's cost to fighting the pandemic. There have been some communities that have had specific allocation to pay down their PSPRS debt if the full amount allocated for grants is not utilized.

Councilmember Cordes inquired how the Fire and Police Departments increase their expenses during the pandemic in comparison to the businesses. She requested to see the figures and justification for those increases. She requested for more time to evaluate all the information provided. She stated that there may be conversations on how some of the items were derived and it may be that staff spoke to the Mayor; however, the Council has not been privy to those conversations.

Councilmember Cordes stated that there are entities who received much more than the Town did and they are providing funds to such organizations as the food banks, non-profits and

businesses to cover expenses that differ from the Town's guidelines. Her opinion is that the Town is being too restrictive and does not want any lawsuits, but she still wants the Town to be as giving as possible. She does not feel that 10% is sufficient. She thinks all businesses should benefit from the funding as they are the ones who keep Florence going. She requested that a member of the community at large be included on the Review Committee for the grants.

Mayor Walter stated that the information that she sent to Council before the meeting was recently received and she has not had time to review it either. She stated that all information is being provided to Council as a whole, and not solely to her.

Mayor Walter stated that though the Town received \$3.1 million, there is still monies that the municipalities are due, in her opinion. She stated that citizens received stimulus money through the CARES Act, and there were other programs available. She stated that the \$3.1 million is above what has already been provided. Many communities have set aside between 10% and 20% to help businesses in the community. She inquired if Mr. Biede's suggestion of a marketing campaign is feasible.

Mr. Bitter reiterated the basis for the program outlined and the concern to mitigate future lawsuits. He further explained that the Department of Treasury, outlined under the federal guidelines the following: all public safety costs budgeted from March 1, 2020 – December 31, 2020 are assumed to be COVID-19 related for administrative convenience. It is not that the public agencies have seen an increase in costs of \$3.1 million, but rather they have seen a total cost of \$3.1 million to respond to COVID-19 and that is how it had to be justified to the Governor's Office. By no means is staff saying that it has cost an additional \$3.1 million over and above everything that the Town budgeted, but rather public safety's response is \$3.1 million. Of that, the Town can utilize the funds for a variety of measures.

Mr. Bitter stated that staff has created a legal framework and will be happy to have another work session prior to Council action.

Mayor Walter suggested that Council have an opportunity to review the information that was provided to them during the presentation as well as the information provided from the other communities. She asked for suggestions to be forwarded to Mr. Bitter, Ms. Garcia, and Mr. Mattice so they can be incorporated into a follow-up presentation. She opened the suggestions to the public as well.

Ms. Lisa Garcia, Deputy Town Manager/Town Clerk, asked that the work session be moved to August 31, 2020.

Mayor Walter stated that the work session will be held on August 31, 2020.

Vice-Mayor Anderson stated that he would like to hear from the businesses. He would like to know what they really need and how the Town can assist.

Mr. Biede stated that he can have businesses attend the next work session to provide feedback.

Mayor Walter stated that of the \$3.1 million, the Town needs to be cognizant that the Town is able to take care of their obligations under the federal mandates in response to COVID-19. Florence has had one of the lowest number of employees out with COVID-19.

Mr. Biede inquired if the Town could reimburse itself for monies expended for COVID-19 related items. That money would now be part of the Town's budget and could be used for other items and would not fall under the restrictive guidelines.

Mr. Bitter stated that the requirements stay with the money, so that would not be a feasible option. The Town has chosen to remain conservative and use the funding for its intended purpose by following outlined guidance of the Treasury Department.

Councilmember Wall inquired what the public safety budget was prior to COVID-19. It is her understanding that the funding received should only be used for COVID-19 related items. She inquired what the anticipated amount is between what is budgeted and what the actual expenses are. This may provide a better understanding of how much is available to assist businesses with, while still following the guidelines.

Councilmember Larsen stated that she believes the Town is being too conservative. She agrees with Mr. Biede with regards to the Town using reimbursement monies for other purposes. Other communities are assisting with rent, etc. and she does not understand why Florence is the exception to the rule.

Mayor Walter asked for clarification on employees' time during the initial pandemic with regards to employees telecommuting, staggering time, and working full time.

Mr. Bitter explained that the Town staggered employees so that it would have minimum exposure between groups and would have redundancy to ensure that there would be coverage and services would continue in case a group of individuals contracted COVID-19. The Town tried to remain equitable since not all jobs are able to telecommute. The classifications were classified as essential, emergency-critical, and non-essential. Extra leave has been provided to those individuals who were required to continue to work on a daily basis. Other individuals were provided paid leave and allowed to stay home. This results in increased expense as extra leave was paid out to emergency-critical classified employees.

Mayor Walter asked Mr. Bitter to include the following information that he is going to send out to Council:

- Department expensed incurred for providing services above-and-beyond what is normally covered and/or new services
- Social connectivity for those who did not have access to technological means

## **ADJOURN TO EXECUTIVE SESSION**

**Discussion and possible action to authorize the holding of an Executive Session during the Council Meeting for the purposes of discussions or consultations with designated representatives of the public body and/or legal counsel pursuant to A.R.S. Sections 38-431.03 (A)(3), (A)(4) and (A)(7) to consider its position and instruct its representatives and/or attorneys regarding:**

- a. **Town’s position and instruct its attorneys regarding pending litigation in Maricopa County Superior Court: Town of Florence v. Florence Copper, Inc. CV2015-000325, including counterclaims.**
- b. **Town’s position and instruct its attorneys regarding Arizona Department of Environmental Quality proceedings, related to Water Quality Appeals Board Case No. 16-002, including appellate proceedings to reviewing courts.**
- c. **Discussion or consultation regarding Southwest Environmental Utilities.**

On motion of Councilmember Larsen, seconded by Councilmember Wall, and carried (5-0) to adjourn to Executive Session.

**ADJOURN FROM EXECUTIVE SESSION**

On motion of Councilmember Wall, seconded by Vice-Mayor Anderson, and carried (5-0) to adjourn from Executive Session.

**ADJOURNMENT**

On motion of Councilmember Wall, seconded by Vice-Mayor Anderson, and carried (5-0) to adjourn the meeting at 8:52 p.m.

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Tara Walter, 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 August 10, 2020, and that the meeting was duly called to order and that a quorum was present.

---

Lisa Garcia, Town Clerk

**MINUTES OF THE TOWN OF FLORENCE COUNCIL REGULAR MEETING HELD ON MONDAY, AUGUST 17, 2020, AT 6:00 P.M., IN THE FLORENCE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.**

**SPECIAL NOTICE REGARDING PUBLIC MEETINGS**

*Due to the risks to public health caused by the possible spread of the COVID-19 virus at public gatherings, the Town of Florence has determined that public meetings will be indefinitely held through technological means. Meetings will be open to the public through technological means. In reliance on, and in compliance with, the March 13, 2020 Opinion issued by Attorney General Mark Brnovich, and in conjunction with the Emergency Proclamation signed by Mayor Tara Walter, on March 18, 2020. The Town of Florence provides this special advance notice of the technological means through which public meetings may be accessed. While this special notice is in effect, public comment at meetings will only be accepted through written submissions, which may or may not be read aloud during meetings.*

**CALL TO ORDER**

Vice-Mayor Anderson called the meeting to order at 6:00 p.m.

**ROLL CALL:**

Present:       \*\*\*Tara Walter, John Anderson, Karen Wall, Kristen Larsen, Michelle Cordes,  
                  Judy Hughes  
                  (Mayor Walter arrived late)

**MOMENT OF SILENCE**

Vice-Mayor Anderson called for a moment of silence.

**PLEDGE OF ALLEGIANCE**

Vice-Mayor Anderson 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**

**Introduction of Ben Littlefield, Superintendent of Casa Grande Ruins.**

Mr. Roger Biede, Executive Director, Greater Florence Chamber of Commerce, stated that the Casa Grande Ruins is a local tourist attraction. Many will come to visit the Casa Grande Ruins and then to Florence to visit our sites.

Mr. Ben Littlefield, Superintendent of Casa Grande Ruins, stated that this is his first posting as Superintendent. He is new to Arizona. He provided a brief overview of his work history and how he became the Superintendent. He is excited to work with the local community and various groups. He outlined the following regarding the Casa Grande Ruins:

- Re-opened in June 2020, following the closure due to the pandemic
- Visitation is consistent for this period
- Eliminated the Fee Program in March 2019
- Friends Group sponsoring a pollinating garden
  - Will provide distance learning equipment to reach classrooms who otherwise would not be able to visit
- Support from Congress to expand unit boundary which includes a parcel of land that is the Town of Florence's municipal boundary.

### **Presentation regarding Florence considering becoming Autism Certified Town.**

Mr. Roger Biede, Executive Director, Greater Florence Chamber of Commerce, stated that Mesa, Arizona, has become the first autism certified town world-wide. He explained that one in six people are affected by autism and do not attend many day-to-day activities and events because of their sensory issues. The City of Mesa's Tourism Director has personal experience with a family member having autism and thought it would be great to educate the community about autism and how to work with someone who has it.

Mr. Biede suggested that the Town have a work session to discuss working towards a certification for Florence. This means that front facing and client facing employees would obtain certifications. Their level of interaction will vary on the type of certification needed. Obtaining buy-in from the many stakeholders is vital. Some things may be as simple as signage notifying someone of loud noises that may be emitted which may affect a specific sensory.

Mr. Biede outlined the benefits to a family if a city/town is autism certified.

Ms. Amy Kennett, Florence Unified School District Educator, spoke of the benefits of Florence becoming an autism certified town, which included:

- Area schools
  - Having the training can make the difference to better help the students
- Employment for those with autism
  - Can work in local businesses or open their own business
- Transportation
  - Option to be able to commute
  - Can bring them into the shops, library, etc.
- Will be treated with respect and kindness
  - Will frequent the community and businesses because they are accepted
- Specialty housing
  - Want to live independently but in a safe community

Ms. Kennett has several letters of support from local residents on becoming an autism certified town and read a letter from Sheena Smith, Educator with Florence Unified School District, as one example of the support they received.

Mr. Biede stated that there is much more to discuss, including cost and requested a work session so he can discuss this further with the Council. He stated that there has been an increase in profitability to the businesses that are located within a certified city/town as well as increase in moral and grants.

Mr. Biede stated that Mayor Walter has spoken with the Mayor of the City of Mesa and discussed grants. The cost for certification varies per individual and there will be an upfront expense. This program can affect many people.

Councilmember Cordes stated that the Florence Fudge Shop offers employment to high school students that are uniquely intellectually designed and learns life skills while employed. She thinks this is a wonderful idea and would like to have a partnership with the Florence Unified School District and various business owners where autistic children can find employment. Becoming autism certified may help them achieve their goal as well.

Ms. Lisa Garcia, Deputy Town Manager/Town Clerk, stated that the next date available for a work session will be September 14, 2020.

Councilmember Wall stated that this is an excellent opportunity since it is very important for families with autism to have the ability to participate socially, intellectually, and educationally in the public space. She is supportive of this effort. She understands that it is a large project and will entail several stakeholders; and there is a lot of education that would need to take place. It would be a measurable benefit to the Town.

### **Presentation on Enterprise Fleet Management.**

Mr. Chris Salas, Public Works Director, stated that he was skeptical of the program at first but understands that there are benefits in utilizing Enterprise Fleet Management.

Mr. John Bell, Enterprise Fleet Management, provided a presentation, in which he outlined the following:

- The Enterprise Story
  - In the early 1940's Jack Taylor answered the call of duty and joined the Navy during World War II.
  - Jack was a decorated naval aviator and flew off both the USS Essex and the USS Enterprise.
  - When Jack returned home to St. Louis, he founded what would become Enterprise with seven cars in the basement of a Cadillac dealership.
  - We are still privately held and Chrissy Taylor, Jacks granddaughter, is our CEO.
  - Today, we operate two-million vehicles in over 10,000 locations. We buy and sell around one-million vehicles each year.
  - Enterprise Fleet Management has over 50 locations and manages over 500,000 vehicles. We have 20 employees in AZ.
- Current Fleet Situation

- Current fleet age is negatively impacting the overall budget and fleet operations
    - 81% of the light duty fleet is currently 10 years or older
    - 15 years is the current age of the fleet
    - 26 years is the time it would take to cycle the entire fleet at current acquisition rates
    - Older vehicles have higher fuel costs, maintenance costs, reduce productivity due to increased downtime, and less safety features.
  - Identify an effective vehicle life cycle that maximizes potential equity at time of resale creating a conservative savings of \$434,139 in 10 years
    - Shorten the current vehicle life cycle from over 25 years and 195,000 miles to three years and 25,000 miles
    - Streamlined resale process for future leased vehicles to maximize return of equity (average 12% above auction and speed of sale 10 – 20 days)
    - Over 83% reduction in maintenance costs by vehicle remaining under factory warranty coverage.
    - Continually reduce the overall fuel spend by finding the most fuel-efficient vehicle in the class and right typing the fleet to the use.
  - Increase employee safety with newer vehicles
    - Currently, 14 vehicles predate anti-lock brake standardization (2007)
    - Currently, 23 vehicles predated electronic stability control (ESC) standardization (2012)
      - ESC is the most significant safety invention since the seatbelt: (IIHS)
- Budget Model Analysis

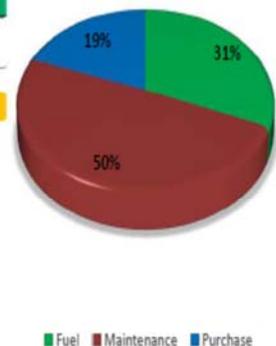
Current Fleet	26	Fleet Growth	-0.88%	Proposed Fleet	25
Current Cycle	26.00	Annual Miles	7,900	Proposed Cycle	3.20
Current Maint.	\$200.00			Proposed Maint.	\$34.04
Maint. Cents Per Mile	\$0.30	Current MPG	10	Price/Gallon	\$2.00

- Fleet Cost Analysis

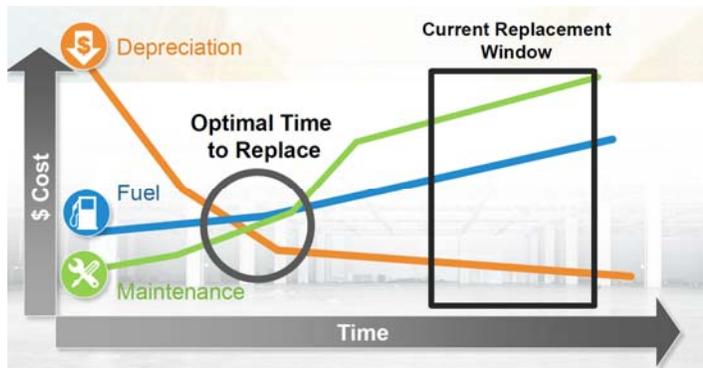
Fiscal Year	Fleet Mix			Fleet Cost								Annual
	Fleet Size	Annual Needs	Owned	Leased	Purchase	Lease*	Equity (Owned)	Equity (Leased)	Maintenance	Fuel	Fleet Budget	
Average	26	1.0	26	0	24,360	0			62,400	39,520	126,280	0
'20	25	21	4	21	0	107,611	-59,868	-1,489	18,179	30,913	95,346	30,934
'21	25	5	0	25	0	128,727	-35,940	-78,799	10,213	29,274	53,476	72,804
'22	25	12	0	25	0	128,727	0	-21,553	10,213	29,274	146,661	-20,381
'23	25	5	0	25	0	128,727	0	-78,799	10,213	29,274	89,415	36,864
'24	25	12	0	25	0	128,727	0	-153,788	10,213	29,274	14,426	111,854
'25	25	16	0	25	0	128,727		-78,799	10,213	29,274	89,415	36,864
'26	25	12	0	25	0	128,727		-21,553	10,213	29,274	146,661	-20,381
'27	25	5	0	25	0	128,727		-78,799	10,213	29,274	89,415	36,864
'28	25	12	0	25	0	128,727		-21,553	10,213	29,274	146,661	-20,381
'29	25	5	0	25	0	128,727		-211,033	10,213	29,274	-42,819	169,099

10 Year Savings	\$434,139	Avg. Sustainable Savings	\$40,413
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- Effective Vehicle Life Cycle



- Safety



Vice-Mayor Anderson inquired how much time will it take to replace all of the Town’s vehicles.

Mr. Bell stated that they would lease 21 vehicles the first year and five the following year. Based on current budget, it may need to be extended an additional year. They are flexible to assist the Town with their needs.

Mr. Salas stated that the Town has a CIP which outlines the vehicles that are to be replaced. Mr. Bell is proposing a series of vehicles that can be leased for the same price in the first year. The Town will be able to get more for the actual expenditure under the first limit. The budget was already set when staff researched the program. Staff could bolster the budget for the next year if the Town would like to lease more vehicles. Initially, they only were looking at Public Works Fleet and has now grown Town-wide. The inclination is to replace more Police vehicles. They would be leasing eight police vehicles rather than purchase three. His concern is to ensure that they save money in the long run. The purpose of the presentation is to give the Council an opportunity to familiarize themselves with the possibility of utilizing this program and the option of moving forward with this in the near future.

Councilmember Cordes inquired about the specialized equipment that is installed in public safety vehicles. She inquired how the Town is absorbing the cost of removing the equipment and re-installing the equipment on the new vehicle every two years. She asked if the public safety vehicles come equipped with everything that is needed. She asked what happens to the equipment when they sell the vehicles.

Mr. Bell stated that the vehicles come fully outfitted. They work with the Town's current vendor to get the vehicles fully outfitted. They are able to save money by shortening the life cycle. When keeping the vehicle longer, you are not able to use the same parts because the vehicle's body style change and the parts cannot be re-used. They can predict when the body change will happen, and they can reuse up to 50% of the installed equipment.

Ms. Garcia read the questions posed in the chat, which included the following:

Mike, no last name provided, inquired if the Town is self-insured.

Ms. Garcia explained that the Town is insured through Southwest Risk and is not self-insured.

Ms. Courtney Ramirez, Florence resident, inquired why Florence does not shop local, such as Garrett Motors for the vehicles.

Ms. Garcia explained that the Town bids the vehicles through the bid process and explained how the bid process works.

Councilmember Wall stated that all of the Town vehicles have GPS and asked if that equipment will be transferred to the leased vehicles.

Mr. Salas stated that the equipment will be transferred. Enterprise uses a GPS system and it will be integrated.

Councilmember Wall inquired what the total amount of vehicles that the Town has.

Mr. Salas stated that the Town has slightly more than 50 vehicles.

Councilmember Hughes inquired what will happen to the personnel who handle fleet maintenance.

Mr. Salas stated that the plan is to move one of the employees into the Wastewater Department so there will be no loss of jobs. They will not be able to continue with the same amount of mechanics. They will still need mechanics to do the work on Public Works vehicles.

Vice-Mayor Anderson inquired about the grants to purchase vehicles. How can that funding be used.

Mr. Salas stated that they will need to review the details of the grant to determine how the funds can be used. He will discuss this with Mr. Bell and Ms. Jennifer Evans, Management Analyst.

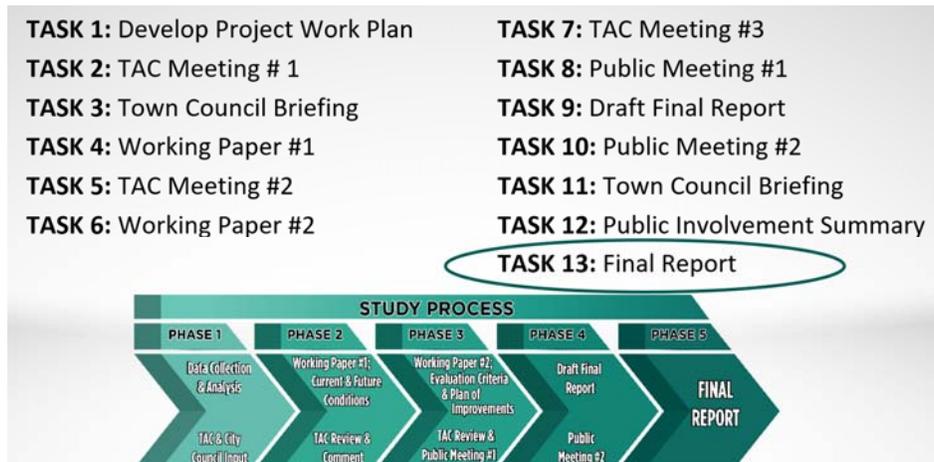
Mr. Salas explained how the savings is derived from leasing a vehicle versus purchasing a vehicle. Enterprises has the capability of offloading the vehicles through their million plus sales that they do countrywide, which is something the Town is not able to do.

### **Presentation on the Florence Transportation Study.**

Mr. Salas explained the various avenues that the public could view the Florence Transportation Planning Study and provide public input. All comments were incorporated, and the presentation is for the final version of the Florence Transportation Planning Study.

Kevin Kugler, Project Manager, Michael Baker International, provided a presentation in which he outlined the following for the Florence Transportation Planning Study:

- Project Status



- Transportation Needs and Issues

- ▶ Improve E/W Connectivity
- ▶ Functional Classifications
- ▶ Roadway Cross sections
- ▶ Safety Considerations
- ▶ Bike & Ped Mobility – connection Merrill Ranch, Five Parks and downtown
- ▶ Town Regulations & Policies – site triangle, bus bay, truck routes, subdivision connectivity

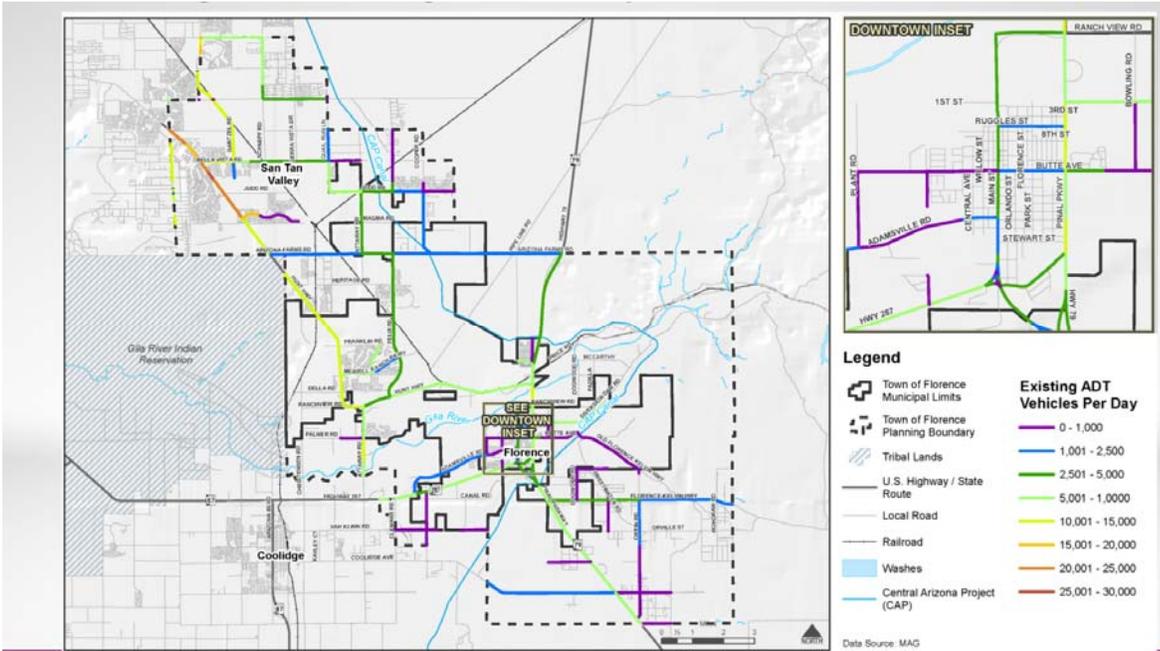
**Local Multimodal Issues**

- Finalize alignment of North/South Corridor
- Identify/designate Truck Routes
- Calibrate functional classifications to align with future needs
- Plan for bike and pedestrian viability between existing and planned subdivisions

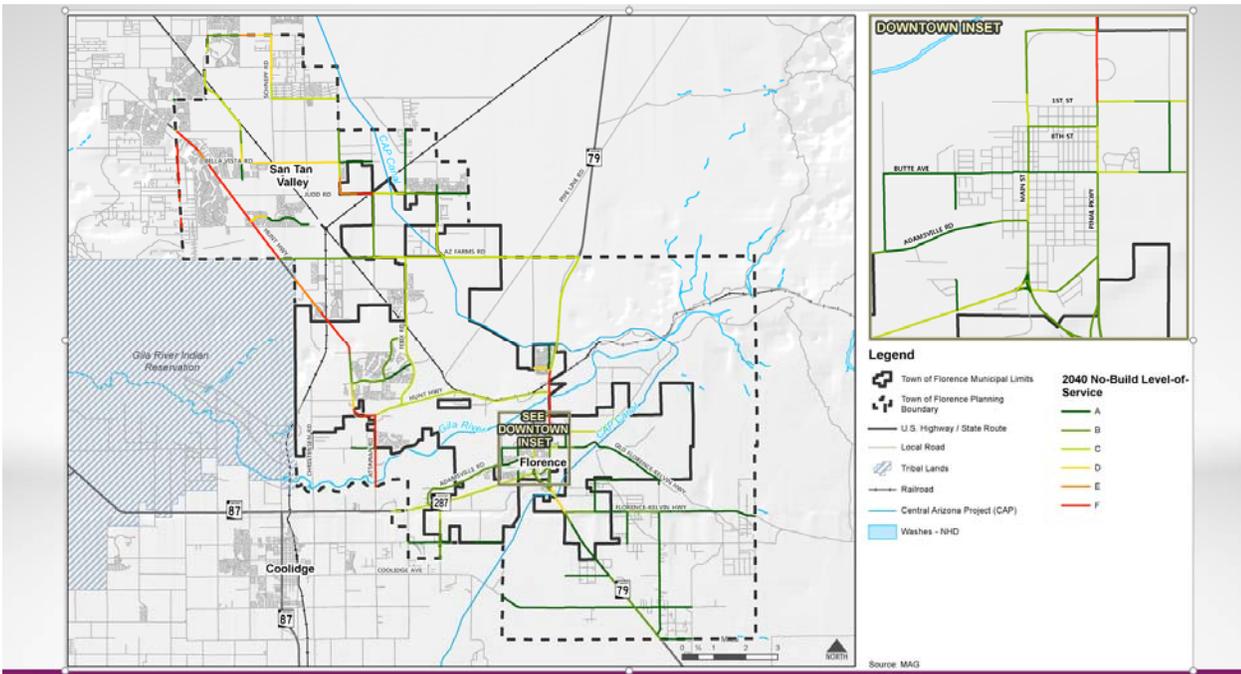
- Future Growth & Vehicle Trip Projections

- Evaluated existing average daily traffic and roadway level of service
- Existing transportation plan reflects surplus capacity – pre-recession condition
- Collaborated with MAG in preparing the travel demand model for Florence
- Process included sorting out some glitches in MAG data sets, led to delays

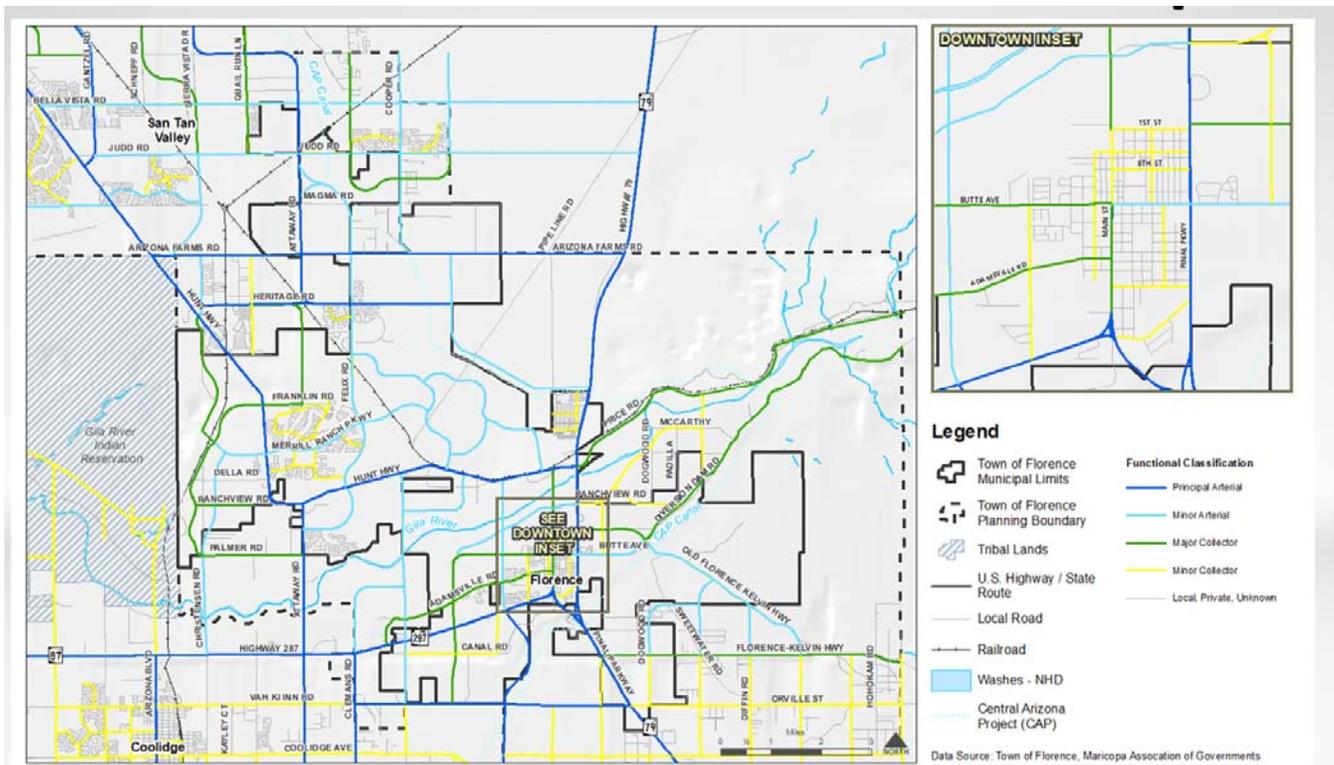
- LOS is determined by the ratio of traffic volume on the roadway versus the capacity of the roadway
  - Apply 2040 growth projections against the 2015 roadway network
  - Analysis of growth rates for every roadway conducted = average annual growth rate of 4%
  - 4% growth rate is fairly progressive and exceeds annual population growth rate = confidence in the results
- Existing Average Daily Traffic (ADT)



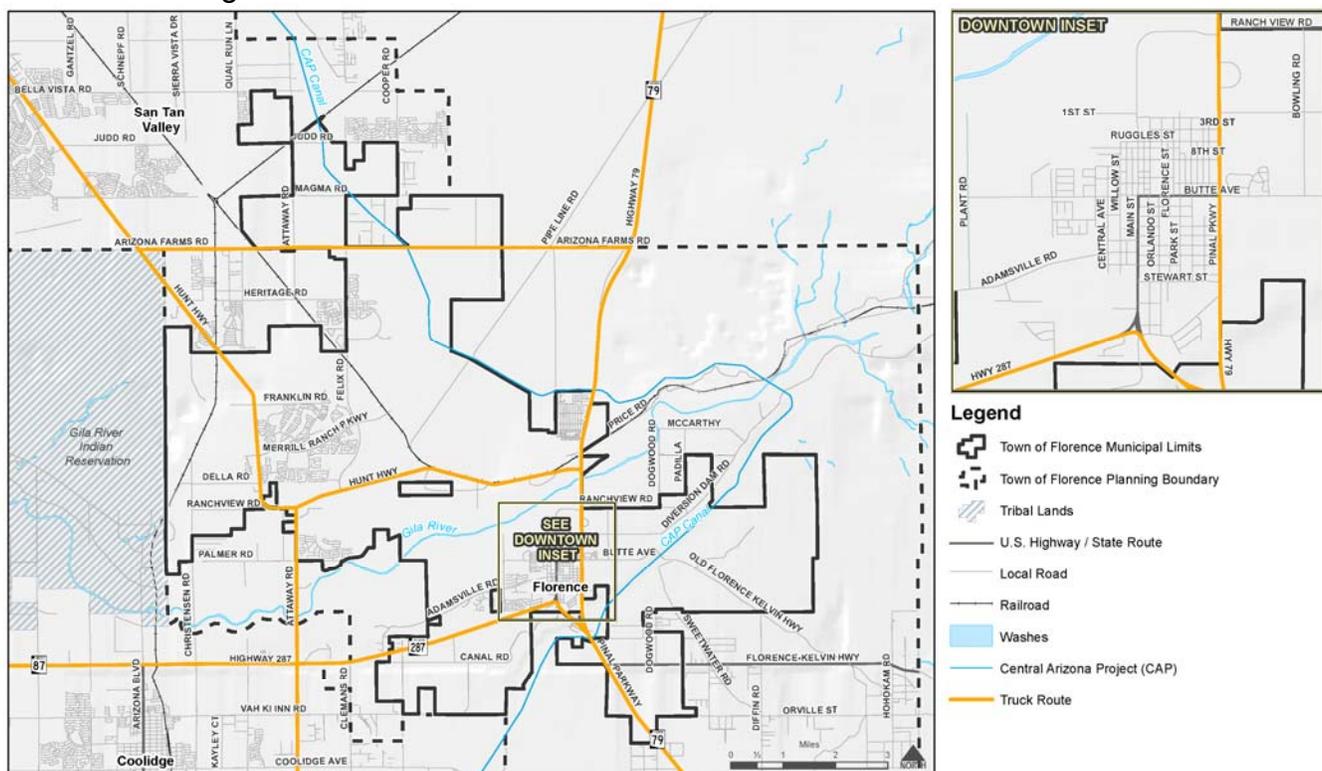
- 2040 No Build Level of Services



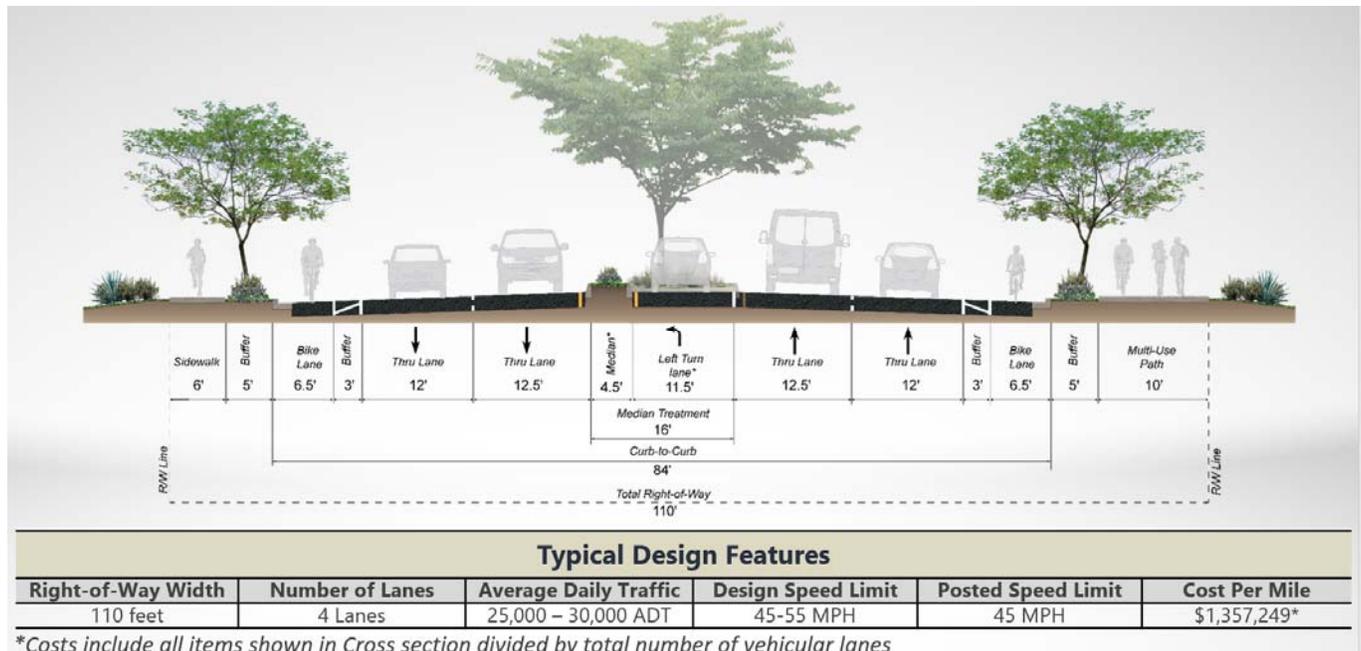
- 2040 Functional Classification Map



- Truck Routing Plan



- Sample Roadway Cross Section



- Recommended Roadway Improvements

Roadway Segment	2040 No Builds		2040 Built		Implementation Phase <sup>1</sup>	Cost <sup>2</sup>
	# of Lanes	LOS	# of Lanes	LOS		
Judd Road: Quail Run Road to Attaway Road	2	E	4	B	Short-Term: Coordinate with Pinal County	\$2,714,498
					Mid-/Long-Term: Construct upon annexation	
Quail Run Road: Judd Road to 0.5 miles North	2	E	3	B	Short-Term: Coordinate with Pinal County	\$1,141,980
					Mid-/Long-Term: Construct upon annexation	
Hunt Highway: Stone Creek Drive to Paseo Fino Way	4	F	6	C	Short-Term: Coordinate with Pinal County	\$2,128,878
					Mid-/Long-Term: Construct upon annexation	

Hunt Highway: Paseo Fino Way to Bella Vista Road	3	E	6	B	Short-Term: Coordinate with Pinal County	\$1,232,508
					Mid-/Long-Term: Construct upon annexation	
Hunt Highway: Bella Vista to Arizona Farms Road	2	F	6	B	Short-Term: Coordinate with Pinal County	\$10,644,387
					Mid-/Long-Term: Construct upon annexation	
Hunt Highway: S. of AZ Farms Road to Mirage Avenue	2	E	F	B	Short-Term: Coordinate with Pinal County	\$4,885,214
					Mid-/Long-Term: Construct upon annexation	
Hunt Highway: Mirage Avenue to Franklin Road	2	F	4	C	Near-Term Construction	\$3,473,432
Hunt Highway: Fire Station #2 to Attaway Road	2	F	4	C	Near-Term Construction	\$1,747,920
SR 79: Gila Drive to Hunt Highway	2	F	4	C	Mid-Term Construction	\$1,568,647
SR 79: Hunt Highway to Ranch View Road	2	F	4	D	Long-Term Construction	\$1,680,693
SR 79: Ranch View Road to 1 <sup>st</sup> St	2	F	4	C	Long-Term Construction	\$1,187,690
Attaway Road: South of Hunt Highway <sup>3</sup>	2	F	4	C	Mid-Term Construction	\$13,653,927
<b>Total Cost</b>						<b>\$21,787,071</b>

<sup>1</sup> The Implementation Phase is a recommendation and is subject to change. Near-Term refers to 0-5 years, Mid-Term is 5-10 years, and Long-Term is 10+ years after publication

<sup>2</sup> Cost estimates are to be considered preliminary planning-level cost estimates

<sup>3</sup> First half-mile of this recommendation is within Town of Florence limits and coordination with Pinal County is required for the southern extension.

- Recommended Intersection Safety Improvements

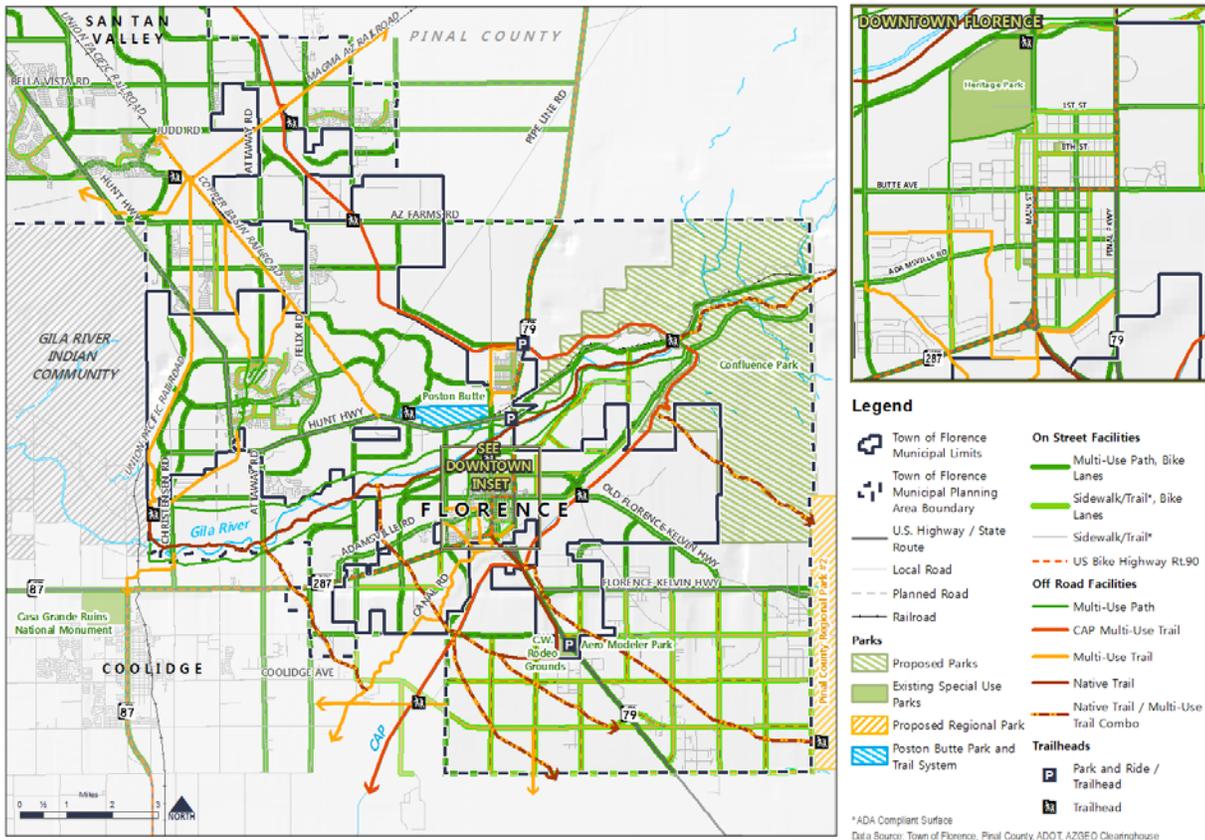
<b>Intersection Location</b>	<b>Concern</b>	<b>Recommendation</b>	<b>Implementation Phase<sup>1</sup></b>	<b>Cost<sup>2</sup></b>
Hunt Highway/ Felix Road	Incomplete Intersection, poor lighting, sight visibility.	Install lighting at the intersection, refresh painting, install edge lines, intersection improvements to increase visibility.	Short-Term (design currently underway)	\$65,100
Hunt Highway/ Arizona Farms Road	Elevated intersection, no lighting, tight radius.	Reevaluate radii, install lighting, refresh pavement marking.	Short-Term (Pinal County design currently underway)	\$37,580
Felix Road/ Judd Road	Lighting, sight visibility	Intersection improvement to improve sight visibility, lighting on the west side of Felix Road and on Judd Road	Long-Term	\$50,174
Hunt Highway/ Attaway Road	Sight visibility, high northbound right-turn volumes	Intersection improvement to improve sight visibility, lighting on the west side of Felix Road and on Judd Road	Short-Term	\$32,777
Hunt Highway/ SR 79	Heavy eastbound right-turn traffic volumes, safety.	Install an eastbound right-turn lane, install a traffic signal, restripe the intersection, install rumble strips.	Short-Term (In conjunction with ADOT bridge project to signalize the intersection in 2021)	\$39,645
SR 287/ Attaway Road	High number of crashes, education and enforcement issues.	Coordinate with Coolidge to complete an RSA.	Short-Term	\$25,000
SR 79/ SR 287	Capacity issues.	Roundabout is currently in the design phases.	Short-Term	N/A
Hunt Highway/ Bella Vista Road	Safety - high number of crashes, lot of	Coordinate with Pinal County to complete an RSA,	Short-Term	\$25,000

	rear-ends and left-turns.	evaluate left-turn phases, review signal timing and clearance intervals.		
Bella Vista Road/ Gantzel Road	Safety – high number of crashes, lot of rear-ends.	Complete an RSA, review signal timing and clearance intervals	Short-Term: Conduct RSA Mid-Term: Construction	\$25,000
<b>Total Cost:</b>				<b>\$300,276</b>

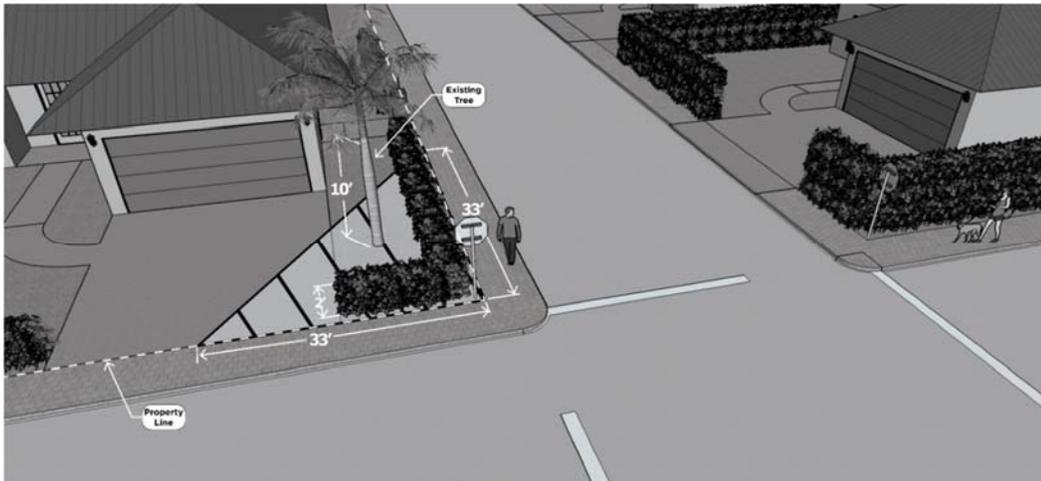
<sup>1</sup> The Implementation Phase is a recommendation and is subject to change. Near-Term refers to 0-5 years, Mid-Term is 5-10 years, and Long-Term is 10+ years after publication.

<sup>2</sup> Cost estimates are to be considered preliminary planning-level cost estimates.

- Existing & Planned Bicycle Facilities



- Additional Recommendations



- Site Visibility Triangle
- Bus Bay Spec's – MAG and ADOT
- Adaptive Streets – low investment aesthetic and traffic operational improvements to surplus ROW streets (80-ft vs. 100 ft)
- Policies to connect existing and planned neighborhoods
- Public Open House Feedback
  - Public Meeting #2 – January 21, 2020 – Council Chambers Foyer
    - Boards Presented:
      - Transportation Needs & Issues
      - Existing & Future Average Daily Traffic
      - Proposed Roadway Cross Sections
      - Roadway Functional Classifications & Truck Route Plan
      - Existing & Proposed Bicycle & Pedestrian Facilities
      - Roadway Improvement Recommendations
      - Recommended Intersection Safety Improvements
- Public Comments & Discussion Included
  - Attendees were happy to see intersection improvements addressed.
  - Participants expressed excitement over additional Gila River crossings and enhanced east-west connectivity.
  - Community was pleased to see more opportunities for citizens to walk and bike safely, as well as ride their horses.
  - Public's primary concern was related to the impending roundabout (not a part of this project).

Vice-Mayor Anderson inquired about the traffic light that was to be installed at the intersection of State Route 79 and Hunt Highway. Florence has discussed this with ADOT and were told that it would be part of the bridge replacement project which has been moved out another two years. He inquired as to how this will be incorporated into the Plan and for ADOT to pay their portion.

Mr. Kugler stated that it is still a recommendation of this report. There is nothing about ADOT's recent process of re-evaluating their TIF based on modifications of COVID revenue. ADOT has

had to modify the programming and budgeting of their TIF based on the revised revenue projections on a statewide basis.

Mr. Salas stated that he will talk to ADOT and provide follow-up to Council.

Vice-Mayor Anderson inquired if a temporary traffic light can be installed until a permanent light is installed. It is his understanding that ADOT wants to widen the road and install turn lanes.

### **CERT Vehicle Presentation.**

Mr. David Strayer, Fire Chief, stated that years back the Town started a Community Emergency Response Team (CERT) in conjunction with Pinal County and their office of Emergency Management. The program has been very successful, and they have had numerous deployments. They were able to acquire a trailer last year that is equipped with a variety of tools and supplies necessary to respond to various types of emergencies.

Chief Strayer stated that they did not have a vehicle to pull the trailer. Pinal County was able to acquire grant money to purchase the truck. The grant covered 75% of the cost and Florence paid the remaining 25%. The truck has been received and is now in service.

Vice-Mayor Anderson inquired where the vehicle will be stationed.

Chief Strayer stated the truck and trailer will be located at Station No. 2 in Bay 3.

### **Drunk Busters Cart Presentation.**

Mr. Bruce Walls, Police Chief, stated that on July 27, 2020 the Town took possession of the Drunk Busters Cart, which was a grant award from the Governor's Office of Highway Safety, valued at \$1875.35. The cart will be used to help promote the dangers of drunk driving to the youth by using DUI goggles that simulate impairment. Youth drivers will operate the cart on a designated course to show the simulated effects of alcohol/drug impairment. The cart will be used at the Youth Citizen Academy, the high school and community events.

**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 contract with Waxie Sanitary Supply, for operational and janitorial supplies and related custodial equipment and services, in an amount not to exceed \$40,000 through June 30, 2020.**

**Approval of the GIS Enterprise License Agreement renewal for three-years with Environmental Systems Research Institute in an amount not to exceed \$89,827.50.**

**Approval of the May 26 Special Meeting, July 6 Regular Meeting, July 20 Special Meeting and July 20, 2020 Regular Meeting minutes.**

On motion of Councilmember Cordes, seconded by Councilmember Larsen, and carried (5-0) to approve the Consent Agenda, as written.

## **UNFINISHED BUSINESS**

### **Ordinance No. 697-20:**

Vice-Mayor Anderson read Ordinance No. 697-20 by title only.

### **AN ORDINANCE OF THE TOWN OF FLORENCE, ARIZONA AMENDING SECTION 150.300 (TECHNICAL CODES) OF THE TOWN OF FLORENCE CODE OF ORDINANCES BY AMENDING THE 2012 INTERNATIONAL FIRE CODE.**

Ms. Barbara Rice, Community Development Director, stated that the Ordinance was initially presented to Council on June 15, 2020. She provided a presentation on amendments to the Fire Code, in which she outlined the following:

- Background information
  - In May 2019, the Town of Florence adopted the 2012 International Model Codes for Construction, including the International Fire Code as the Technical Codes of the Town.
  - At that time, amendments to all the codes were made where they were necessary to serve the specific needs and resources of the community.
  - In May 2020 it was discovered that some amendments were not in the best interest of business development and growth. These amendments were regarding occupancy sprinkler thresholds.
  - Staff met to evaluate these amendments and bring them in line with other occupancy threshold requirements and meet the intent of the code.
  - The proposed amendments are consistent with best practices, other amendments for occupancies throughout and do not reduce life safety or property protection.
- Proposed amendment changes and impact
  - Amend Section 202.1 General Definitions of the 2012 IFC as follows:  
TIRES, BULK STORAGE OF. Storage of tires where the area available for storage exceeds ~~20,000 cubic feet (566 m<sup>3</sup>)~~ 10,000 cubic feet.
    - This definition was inadvertently left out in 2019 when section 903.2.9.2 was amended. That section relates to the sprinkler threshold for bulk tire storage and is also being amended to align with the definition.
  - Amend Section 903.2.1.2 of the currently adopted 2012 IFC as follows:  
903.2.1.2 Group A-2. An automatic sprinkler system shall be provided for Group A-2 occupancies where one of the following conditions exists:
    1. The fire area exceeds ~~2,500~~ 5,000 square feet.
    2. The fire area has an occupant load of 100 or more.
    3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
      - A-2 occupancies include restaurants and bars with occupant loads 50 or higher.
      - At our current 2,500 square feet threshold, a small coffee shop, sandwich shop, wine bar/tasting room, restaurant, etc. within a structure would be required to sprinkler even if their net occupant load were below 100 occupants. Examples: Old Pueblo (3,111 square feet) and Taco Bell (2,911 square feet).

- Fire operations experiences show that firefighters utilizing hose lines are fairly successful in suppressing or controlling a fire in fire areas 5,000 square feet or less. (Model code has 5,000 square feet threshold)
- Staff recommends amending fire area to 5,000 square feet.
- Amend Section 903.2.3 of the currently adopted 2012 IFC as follows:  
903.2.3 Group E. An automatic sprinkler system shall be provided for Group E occupancies as follows:
  1. Throughout all Group E fire areas greater than ~~zero (0)~~ 5,000 square feet in area.
  2. Throughout every portion of educational buildings below the lowest level of exit discharge serving that portion of the building.

Exception: An automatic sprinkler system is not required in any area below the lowest level of exit discharge serving that area where every classroom throughout the building has at least one exterior exit door at ground level.

- Educational Group E occupancy includes schools, colleges, and day care centers with less than five children under the age of 2 ½ years.
- These occupancies have a great deal of fire protection features including alarms and fire-resistant construction in egress, etc. Emergency evacuation plans and drills are required.
- These fire protection systems came about due to large loss of life fire in the early 1900's and have been responsible for the prevention of fire fatalities in these occupancies.
- Staff recommends amending the fire area threshold to 5,000 sq. feet.
- Amend Section 903.2.4.1 of the currently adopted 2012 IFC as follows:
- 903.2.4.1 Woodworking Operations. An automatic sprinkler system shall be provided throughout all Group F-1 occupancy fire areas that contain woodworking operations in excess of ~~zero (0)~~ 2,500 square feet in area which generate finely divided combustible waste, or which use finely divided combustible materials.
  - Woodworking operations are limited to 2,500 square feet without sprinklers per the unamended IFC.
  - While these occupancies present an explosion and fire hazard, other codes require ventilation systems and explosion proof electrical installations to reduce ignition sources. The fire code has requirements for housekeeping, storage, etc. to limit fuel load and prevent fires.
  - Our current code could limit the pursuit of businesses who may want to open shops for production and retail sale of wood products.
  - Staff recommends amending the code to reflect the 2,500 square feet fire area threshold in the model code.

- Amend Section 903.2.6 of the currently adopted 2012 IFC as follows:  
903.2.6 Group I. An automatic sprinkler system shall be provided throughout buildings with a Group I fire area in excess of zero (0) square feet.

Exceptions:

1. An automatic sprinkler system installed in accordance with Section 903.3.1.2 shall be permitted in Group I-1 facilities.
2. An automatic sprinkler system installed in accordance with Section 903.3.1.3 shall be allowed in Group I-1 facilities when in compliance with all of the following:
  - 2.1. A hydraulic design information sign is located on the system riser.
  - 2.2. Exception 1 of Section 903.4 is not applied; and
  - 2.3. Systems shall be maintained in accordance with the requirements of Section 903.3.1.2.

3. An automatic sprinkler system is not required where day care facilities classified as a Group I occupancy do not exceed 5,000 square feet in area, are at the level of exit discharge and every room where care is provided has at least one exterior exit door.
4. In buildings where Group I-4 day care is provided on levels other than the level of exit discharge, an automatic sprinkler system in accordance with Section 903.3.1.1 shall be installed on the entire floor where care is provided and all floors between the level of care and the level of exit discharge, all floors below the level of exit discharge, other than areas classified as an open parking garage.
  - Group I occupancies include assisted living facilities, prisons, hospitals, and daycare with more than five children under the age of 2 ½, etc.
  - Exception 1 allows for NFPA 13R sprinkler system in certain I occupancies if the facility is no more than four stories tall. This type of system is allowed in motels, hotels, apartment buildings and provides adequate fire protection.
  - Exception 2 allows for NFPA 13D sprinkler systems in I occupancies that are congregate living facilities in townhouses. This is acceptable fire protection based on occupancy limitations, residency and construction type.
  - Exception 3 allows the exemption of fire sprinklers in buildings that are one story where each room that children are cared for have an external exit to the outside. This would apply to child daycare facilities that are classified as I occupancy due to the number of children less than 2 ½ years of age. I occupancy buildings have stringent construction requirements regarding fire resistant construction, alarm requirements, exit requirements, emergency drills, evacuation plans, etc.
  - The fire code requires all I occupancies to be sprinklered with the exceptions described. These exceptions provide for sprinkler system options that are less coverage but still save lives. By amending the Code, there would be better opportunity for these occupancies to build here.
- Amend Section 903.2.9 of the currently adopted 2012 IFC as follows:  
 903.2.9 Group S-1. An automatic sprinkler system shall be provided throughout all buildings containing a Group S-1 occupancy where one of the following conditions exists:
  1. A Group S-1 fire area exceeds ~~zero (0)~~ 5,000 square feet.
  2. A Group S-1 fire area is located more than three stories above grade plane.
  3. The combined area of all Group S-1 fire areas on all floors, including any mezzanines, exceeds ~~zero (0)~~ 5,000 square feet.
  4. A Group S-1 fire area used for the storage of commercial trucks or buses where the fire area exceeds 5,000 square feet.
  5. A Group S-1 occupancy used for the storage of upholstered furniture or mattresses exceeds 2,500 square feet.
  - S-1 occupancies include storage of textiles, furniture, mattresses, grain, paper and other combustible products.
  - These storage occupancies pose fire risks due to combustible fuel load.
  - The model code and our amendments have the furniture and mattress storage sprinkler threshold at 2,500 square feet. As this commodity poses the highest risk, it would not make sense to have other storage sprinkler thresholds be below this size.
  - Under the current code, a 320 square feet storage building being proposed would require automatic fire sprinklers.
  - Staff recommends the proposed sprinkler storage threshold to be 5,000 square feet
- Amend Section 903.2.9.1 of the currently adopted 2012 IFC as follows:

903.2.9.1 Repair Garages. An automatic sprinkler system shall be provided throughout all buildings used as repair garages in accordance with Section 406.8 of the International Building Code, as shown:

1. Buildings having two or more stories above grade plane, including basements, with a fire area containing a repair garage exceeding ~~zero (0)~~ 5,000 square feet.
  2. Buildings no more than one story above grade plane, with a fire area containing a repair garage exceeding ~~zero (0)~~ 5,000 square feet.
  3. Buildings with repair garages servicing vehicles parked in basements.
  4. A Group S-1 fire area used for the repair of commercial trucks or buses where the fire area exceeds ~~zero (0)~~ 5,000 square feet.
- Reducing repair garage sprinkler threshold to zero (0) greatly impedes economic development opportunities for auto, motorcycle, farm equipment and other repair shops including Discount Tire, Pep Boys, or small businesses. The current code requires sprinklers throughout other occupancies that have a repair garage including government facilities, retail, and fleet shops.
  - Fire risk is due to flammable and combustible liquids, ignition sources from welding, grinding, mechanical equipment, compressed gases. Other requirements in the fire code specifically regulate these risks to reduce the likelihood of fire.
  - Staff recommends a 5,000 square feet sprinkler threshold for consistency and best practice.
- Amend Section 903.2.9.2 of the currently adopted 2012 IFC as follows:

903.2.9.2 Bulk Storage of Tires. Buildings and structures where the area for the storage of tires exceeds ~~zero (0) cubic~~ 10,000 cubic feet shall be equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1.

- The definition of bulk tire storage is 20,000 cubic feet and represents storage larger than what would normally be found in typical retail stores. This amount poses an extraordinary fire protection hazard.
  - Our current code would reduce the definition and limit tire shops or retail businesses with any tire storage. Auto parts stores or other retail business that have tire storage would need fire sprinkler systems throughout the building. Large fleet operations would have to sprinkler the entire building.
  - Staff recommends the 10,000 cubic feet threshold based on hazard and fire department resources.
- Action
    - Staff Recommends Council Adopt Ordinance No. 697-20, amending the current Town of Florence Fire Code to be consistent with other occupancy amendments and current fire protection best practices.
    - Adoption of the proposed amendments will promote economic development and growth opportunities for businesses in the Town of Florence.

Councilmember Cordes inquired if the 5,000 square feet includes mercantile.

Ms. Rice stated that the 5,000 square feet includes mercantile. She would like this explained in lament's term so that the public can understand the changes and that everything is covered.

Councilmember Cordes is pleased to see the modifications to assist the businesses.

On motion of Councilmember Larsen, seconded by Councilmember Wall, and carried (5-0) to adopt Ordinance No. 697-20.

## **NEW BUSINESS**

Resolution No. 1747-20:

Vice-Mayor Anderson read Resolution No. 1747-20 by title only.

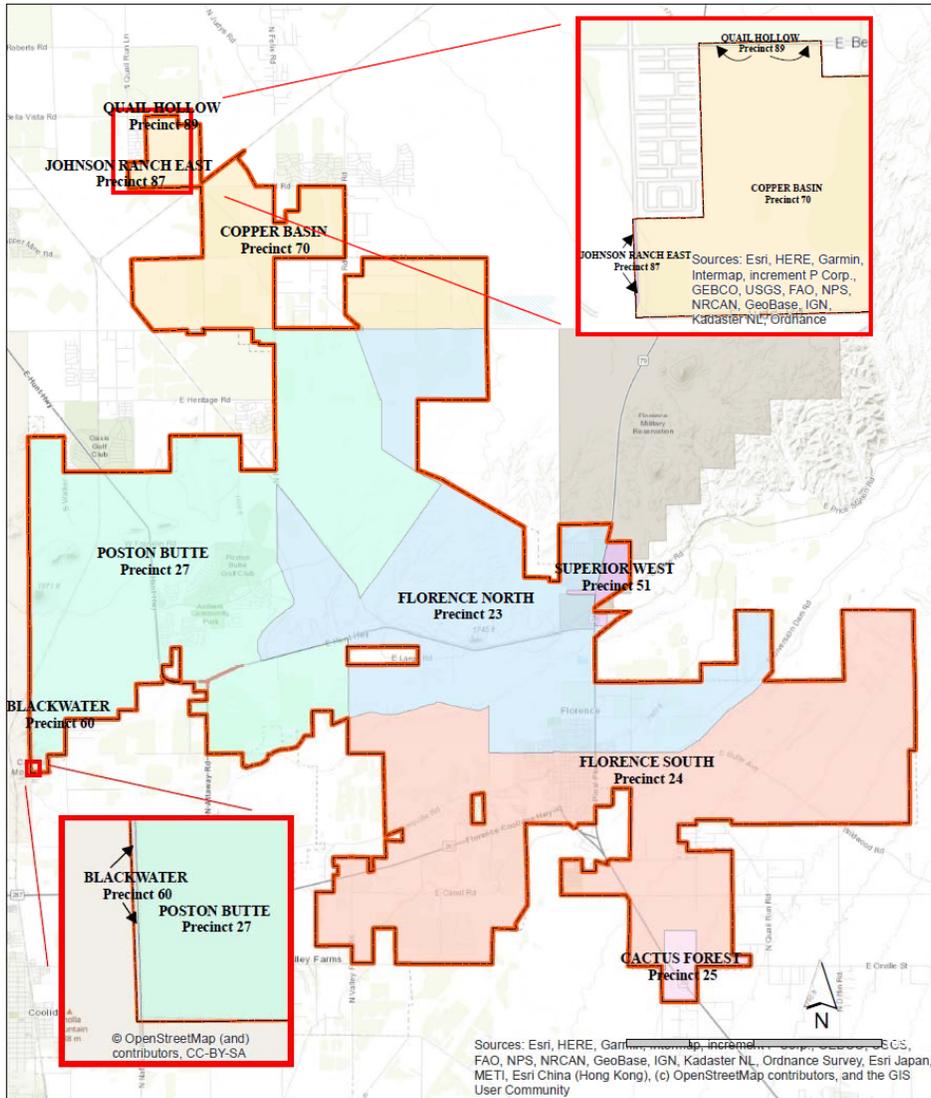
### **A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, DECLARING AND ADOPTING THE RESULTS OF THE PRIMARY ELECTION HELD ON AUGUST 4, 2020.**

Ms. Lisa Garcia, provided a presentation on the 2020 Primary Election results, in which she outlined the following:

- Election Information
  - Primary Election was held August 4, 2020.
    - Registered Voters 7,043
    - Ballots Cast 3,138
    - Voter Turnout 44.45%
    - How did people vote?
      - Mail Ballots 83.56 %
    - Polls 16.44 %
- Votes Received
  - Mayor
    - Kyle A. Larsen 1,054
    - Gary Pranzo 541
    - Tara Walter 1,417
  - Councilmember
    - John K. Johnston 729
    - Kristen Larsen 1,538
    - Johnie Mendoza 977
    - Gary Mittendorf 823
    - Arthur "Snake" Neal 1,120
    - Jeff Reel 557
    - Bill Tanner 1,017
    - Vallarie Woolridge 940
- Being Elected in the Primary
  - To be elected in the Primary, a person needs to receive 50% of the votes, rounded up. In the race for Council, the total number is divided by three, and then divided in half, and the number is rounded up.
  - Mayoral Race:
    - 3,012 total votes divided in half = 1,506
  - Council Race:
    - 7,701 total votes divided by three = 2,567
    - 2,567 divided in half = 1,283.5 and rounded up = 1,284
- Certificate of Election
  - Kristen Larsen – 1,538 Votes

- Certificate of Nomination
  - Mayoral Seat (1)
    - Tara Walter 1,417 Votes
    - Kyle A. Larsen 1,054 Votes
  - Council Seats (2)
    - Arthur "Snake" Neal 1,120 Votes
    - Bill Tanner 1,017 Votes
    - Johnie Mendoza 977 Votes
    - Vallarie Woolridge 940 Votes

- Active Voters by Precinct



## TOWN OF FLORENCE VOTER PRECINCT



- Seven precincts listed in the Town of Florence
- Precinct No. 25 included Cactus Forest
  - You will see more people voting in this precinct as people move into that area.
- Precinct No. 51 includes Superior West
  - Had one voter
- Copper Basin Precinct
- Blackwater Precinct
  - Is Attaway Road in the Town of Florence
  - No one will ever live on the road; however, it will still show as a precinct within in the Town limits.

- Statistics

<b>ELECTION</b>	<b>REGISTERED VOTERS</b>	<b>VOTES CAST</b>	<b>VOTER TURNOUT PERCENTAGE</b>
Primary 2002	2,458	798	32.5%
Primary 2004	3,276	940	28.7%
Primary 2006	3,270	264	8.0%
Primary 2008	3,269	745	22.79%
Primary 2010	3,976	1,332	33.43%
General 2010	3,827	1,639	43.83%
Primary 2012	4,122	2,144	52.0%
General 2012	3,948	1,869	47.3%
Primary 2014	4,176	1,505	36.04%
General 2014	4,299	2,436	56.66%
Primary 2016	4,930	2,037	41.32%
General 2016	5,176	4,104	79.28%
Primary 2018	5,820	2,312	39.73%
Primary 2020	7,043	3,138	42.23%

- Consistent increase in voter turnout

- General Election Important Dates

- August 17, 2020                      Canvass Votes
- September 18, 2020                Review of Sample Ballot on website
- September 24, 2020                Write in Paperwork Due for anyone wanting to be a write in
- October 2, 2020                      Post Sample Ballot
- October 5, 2020                      Voter Registration Closes
- October 7, 2020                      Early Ballots Distributed
- October 23, 2020                    Last Day for Early Ballot Requests
- November 3, 2020                    Election Day
- November 23, 2020                Last Day to Canvass Vote
- December 7, 2020                  Swearing in Ceremony

Vice-Mayor Anderson inquired if Copper Basin is now part of Florence’s voting area.

Ms. Garcia stated the solar plant that is located in the Copper Basin area is part of the Copper Basin voting district; the name does not refer to the subdivision itself.

Councilmember Cordes inquired if the Town has worked out with Pinal County as to where the location will be for the Anthem voters. She stated that the fire station was not a good location.

She did not like that people had to park in the dirt. The incline was problematic for anyone who had a disability. She would prefer that the Town find a different location.

Ms. Garcia stated that Pinal County's typical place for voting is the Anthem Community Center and they were not able to use the facility as the polling site this year. Pinal County reached out to the Town to utilize the fire station. Pinal County did tour the fire station to ensure that it was an acceptable location. She commended the Fire Department and Public Works Department in getting the facility and its surrounding prepared for the election.

Ms. Garcia did reach out to Pinal County and advised that we did not think it was an acceptable location due to the amount of work that was required for preparations for a second entrance, preparation of the parking lot and difficulty in ensuring social distancing. Pinal County is looking for an alternate polling place. She will advise the Council once Pinal County finds an alternate location.

Councilmember Cordes inquired as to who paid for all of the preparations.

Ms. Garcia stated that the Town paid approximately \$1,643 to prepare the site. The Town has submitted the bill to Pinal County for reimbursement.

On motion of Councilmember Larsen, seconded by Councilmember Wall, and carried (5-0) to adopt Resolution No. 1747-20.

## **MANAGER'S REPORT**

There was no Manager's Report presented.

Ms. Garcia asked if anyone has suggestions on how the AZCARES funding should be spent to forward your suggestions to the Council, Ben Bitter or Roger Biede and they will forward to staff.

## **CALL TO THE PUBLIC**

There were no public comments.

## **CALL TO THE COUNCIL – CURRENT EVENTS ONLY**

Councilmember Hughes stated that she is encouraged that the COVID numbers are going down and inquired when the Council may resume their meetings in the chambers.

Ms. Garcia stated that she will speak to the COVID Committee and provide a report to Council.

Councilmember Cordes asked that everyone check on their neighbors. She stated that there have been challenges with opening the schools. The Florence Unified School District (FUSD) will not open until October 5, 2020 tentatively. She feels that it was a wise decision of the school board and the Superintendent. The District opened a technology lab/assistance center for those who need assistance and social distancing will be practiced. The District is offering online resources and workshops for parents and caregivers such as a support group.

Councilmember Wall encouraged the public to submit ideas and suggestions on what is most helpful for the businesses to continue to operate during the pandemic. She asked that suggestions on how the remaining balance of the AZCARES funding should be spent be submitted as well. There will be a work session on August 31, 2020 to discuss these topics. The Chamber of Commerce is working with the Town on a grant for marketing businesses in the Town which will benefit members of the business community.

Councilmember Larsen asked that everyone provide their feedback on the AZCARES funding. She stated that many people are struggling with online learning. She inquired the status of the tutor program that the Community Services Department advertised.

Mr. Hezekiah Allen, Community Services, stated that they are currently seeking volunteers for the program.

Mayor Walter thanked everyone who voted. She is looking forward to the August 31, 2020 Work Session to formulate a plan on how to spend the AZCARE funding.

## **ADJOURNMENT**

On motion of Councilmember Wall, seconded by Councilmember Cordes, and carried (5-0) to adjourn the meeting at 7:50 p.m.

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Tara Walter, 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 August 17, 2020, and that the meeting was duly called to order and that a quorum was present.

---

Lisa Garcia, Town Clerk

**MINUTES OF THE TOWN OF FLORENCE COUNCIL WORK SESSION HELD ON MONDAY, AUGUST 31, 2020, AT 6:00 P.M., IN THE FLORENCE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.**

**SPECIAL NOTICE REGARDING PUBLIC MEETINGS**

*Due to the risks to public health caused by the possible spread of the COVID-19 virus at public gatherings, the Town of Florence has determined that public meetings will be indefinitely held through technological means. Meetings will be open to the public through technological means. In reliance on, and in compliance with, the March 13, 2020 Opinion issued by Attorney General Mark Brnovich, and in conjunction with the Emergency Proclamation signed by Mayor Tara Walter, on March 18, 2020. The Town of Florence provides this special advance notice of the technological means through which public meetings may be accessed. While this special notice is in effect, public comment at meetings will only be accepted through written submissions, which may or may not be read aloud during meetings.*

**CALL TO ORDER**

Mayor Walter called the meeting to order at 6:00 pm.

**ROLL CALL:**

Present: Tara Walter, John Anderson, Karen Wall, Michelle Cordes, Judy Hughes

Absent: Kristen Larsen

**WORK SESSION ON THE CARES ACT FUNDING.**

Mayor Walter stated that due to the economic downturn as a result of the COVID-19 pandemic, Town Council has challenged Town staff to propose a program whereby funds can be invigorated into the local economy. The proposal before the Council is a result of the suggestions received from our business community, those gathered by the Chamber of Commerce, and has been framed by discussions that staff has had with Council in the recent past, including the Work Session held on August 10, 2020.

Mayor Walter stated that the Returning Stronger Grants are the resulting plan that will be discussed at this work session. The grants reimburse businesses for their assistance in protecting public health during the COVID-19 pandemic. Eligible businesses, non-profits, and foodbanks will be able to receive reimbursements for the public health measures that they implemented. This program would provide community funding of up to \$500,000 for Personal Protection Equipment (PPE) and physical equipment costs that enhance the safety of visitors and staff of their Florence-based business, including home-based businesses or non-profit. Brick-and-mortar businesses would also be eligible for a reimbursement for rent, mortgage, water, sewer, and electrical utility costs in the months of March, April, and May, as these utilities further promoted the health and safety of the general public and workforce. Each business would be eligible for up to \$10,000 reimbursement between the differing types of public health expenses (PPE, foodbank reimbursements, and rent/utilities). Funding would be on a first-come-first-served basis, until the maximum amount of \$500,000 is reached.

Mayor Walter stated that in Florence, 63 small businesses have already received Payroll Protection Program forgivable loans of up to \$150,000, and one Florence business received a loan of between \$150,000 and \$300,000. These businesses range from non-profit organizations to LLCs and independent contractors to self-employed businesses. Staff does not have the data on how many may have also applied for or received Economic Injury Disaster Loans or other Small Business Administration (SBA) grants/loans. Applicants will be required to sign an affidavit certifying that they have not received other federal funds to cover the costs for which they are requesting reimbursement.

Mayor Walter stated that businesses would have until October 31, 2020 to apply to the Town for reimbursement of these expenses. An application will be developed, and businesses will submit receipts and a completed and signed application, including the affidavit. Applications would be reviewed by an internal Audit Panel, selected by the Town Manager. This panel exists simply to ensure that applications are complete, and that they meet program criteria. As applications are approved, the team will forward recommendations to the Town Council at the next available regular council meeting.

Mayor Walter stated that staff recommends that the Florence Returning Stronger grant provide up to \$500,000 to local small businesses, reimbursing successful recipients for costs associated with improving public health.

Mr. Benjamin Bitter, intergovernmental and Communications Manager/PIO, stated that staff has tried to come up with a program or plan that would provide money to local businesses in a way that is legal, easy to apply for and would provide the maximum amount of money going into the local economy. Staff has developed a program and has discussed this with the Budget Committee and each Councilmember.

Mr. Bitter provided an overview of the Returning Stronger Grant Program, Helping Florence Businesses Improve Public Health, which entailed the following:

- AZCARES Fund
  - Florence was allocated \$3.1M from the Governor's AZCARES Fund.
  - These funds are meant to cover the costs of Public Safety response to the COVID-19 pandemic.
    - Has covered the costs for last fiscal year and will cover the cost for this fiscal year.
  - To receive the funds, we submitted payroll costs/projections from March 1st, 2020 through December 31st, 2020.
  - The town's public safety expenses during this time justified the \$3.1M reimbursement into the General Fund.
- Local Economic Support
  - In light of the heavy economic toll this pandemic has had on local businesses, Council asked Staff to propose a program to infuse money into the local economy.
  - The Returning Stronger Grant Program is a combination of Council feedback, local business feedback, best practices, and legal safeguards that will allow the Town to reimburse businesses for the measures they have undertaken to assist the Town in fulfilling its role to protect public health.
- Comments from the Chamber
  - Improve the County-owned lot on North Main with benches and semi-permanent structures to facilitate a farmer's market or similar.

- Invest an amount into the Rodeo Grounds to bring it back to something that people want to come to rather [than] a last resort.
  - Condemn those buildings that pose a risk to the health and welfare of our citizens and restore or at least stabilize.
  - Hire or set up a temporary SBDC office in Florence, perhaps coordinate with Chamber for a specific dedicated person working with only Florence businesses to maximize grant/loan assistance and info.
  - I would suggest supporting any existing businesses that have the need, then have the town target one of the old Main Street building(s) that needs the least amount of work needed. Use the funds to assist the owner bring it up to code.
  - On the question posed on disbursement, I would suggest the Sheriff's Posse & the American Legion are ideal candidates. Both only exist to serve the town and residents with no financial gain. The cancellation and/or delay of events for non-profits hits them, and subsequently the community at large, especially hard.
  - Additional Fire Station at Arizona Farms Road and Felix Road
  - New Town Indoor Gym & Fitness Center.
  - I'd like to see the bricks and mortar businesses that were mandated to shut down be compensated for the weeks they were shut down. Maybe 1k per week to the business itself and x amount of dollars per employee. Maybe compensate all brick and mortar businesses during the shutdown but help the ones that were mandated to shut down the most. Business is still very weak in town, maybe that issue needs to be addressed as well? Another type of food bank for the residents that were affected financially by the shutdown. Purchase masks and hand sanitizer for all brick and mortar businesses to hand out to customers to use.
  - Offer [COVID-19]testing, thermometers, and masks free to the small business in the community.
  - How about providing cotton masks for every store to hand out and a bottle of hand sanitizer for each business?
  - Some of the projects suggested are long term projects that are capital projects.
- Other Communities
- Looked at allocations received from the State
  - Looked at how much they distributed to the community at large
  - Many communities received double than what the Town received, yet the Town will be distributing the same amount to the community
    - Town wants to be as flexible as possible while still complying with the legal constraints outlined.
  - The average amount being disbursed is 14%; the Town is disbursing 16%

City	County	Allocation	Amount to Community	% to businesses	Amount reserved	% reserved	Amount for internal use	% for internal use	Documentation?
Pinal County	Pinal	\$ 27,170,006	\$ 5,400,000	20%	0%	\$ 21,770,006	80%	App., Criteria	
Apache Junction*	Pinal/Maricopa	\$ 4,887,430	\$ 1,221,858	25%	0%	\$ 3,665,573	75%	App., Criteria	
Casa Grande	Pinal	\$ 6,731,338	\$ 999,350	15%	\$ 4,531,988	67%	\$ 1,200,000	18%	App., Criteria
Coolidge	Pinal	\$ 1,507,410	\$ -	0%	\$ -	0%	\$ 1,507,410	100%	n/a
Eloy	Pinal	\$ 2,253,079	\$ 167,725	7%	\$ -	\$ -	\$ 2,085,354	93%	Program descriptions
Maricopa	Pinal	\$ 5,984,522	\$ 559,563	9%	\$ -	\$ -	\$ 5,424,959	91%	App., Criteria **Final allocation amounts
Queen Creek*	Pinal/Maricopa	\$ 5,842,506	\$ 500,000	9%					App., Criteria, Article
Superior	Pinal	\$ 364,855	\$ 97,000	27%	\$ 169,000	46%	\$ 95,000	26%	Email
		<b>Average</b>	Pinal	14%					

City	County	Allocation	Eligibility criteria										
			Outside of boundary?	Rent?	Months?	Utilities?	PPE?	Non-profits?	Home-based?	Max award?	2nd Round?	Max award?	
Pinal County	Pinal	\$ 27,170,006	N	Y	6	Y	EGIPSTW	N	N	N	\$ 15,000	Y	\$ 30,000
Apache Junction*	Pinal/Mar	\$ 4,887,430	N	Y	4	Y	EGISW	Y	Y	N	\$ 10,000	N	n/a
Casa Grande	Pinal	\$ 6,731,338	N	Y	3	Y	EGIPSTW	Y	Y	N	\$ 10,000	N	n/a
Coolidge	Pinal	\$ 1,507,410	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	n/a	n/a
Eloy	Pinal	\$ 2,253,079	Y	Y	n/a	Y		Y	Y	n/a	n/a	n/a	n/a
Maricopa	Pinal	\$ 5,984,522	Y	Y	3	N		Y	Y	N	No cap	?	?
Queen Creek*	Pinal/Mar	\$ 5,842,506	N	N	n/a	n/a		Y	N	Y	\$ 12,500	N	n/a
Superior	Pinal	\$ 364,855	N	N	n/a	n/a		N	N		n/a	N	n/a
							E = Electric						
							G = Gas						
							I = Internet						
							P = Phone						
							S = Sewer						
							T = Trash						
							W = Water						

- Updated Town Recommendation
  - Recommendation is to remain as broad as possible to be able to get as much money as possible into the local economy to provide stability into the businesses that they need.
  - Reimburse expenses that have assisted in improving the “public health” within the Town of Florence.
  - Under U.S. Treasury guidance, CARES funds must be spent by December 31, 2020. To ensure adequate processing time, the Town should receive applications through October 31, 2020
  - Grants should be provided instead of loans. Loan processing requires immense administrative burden and slow processes.
  - Do not duplicate or overlap programs offered by Pinal County or the Federal Government.
  - Must have held a Town business license as of January 1st, 2020, and currently hold a valid Town business license.
  - Cannot reimburse for lost revenue.
  - food banks, and non-profits within the Town of Florence.
  - Brick-and-mortar businesses are eligible for up to \$10,000 per business of Rent/Utility reimbursement. They are also eligible to apply for PPE and modification reimbursements.
  - Florence-based Non-profits and home-based businesses are entitled to apply for PPE reimbursement in an amount up to \$10,000 per business.
  - Food banks are eligible for up to \$10,000 of reimbursement for services provided to the community. Receipts are required for reimbursement.
  - Cap total grant allocation at \$500,000 to local businesses (in line with Casa Grande and Maricopa, who each received more funds than Florence).
  - First come, first served basis.
  - Businesses must sign an affidavit certifying that they have not received any other federal funding to cover these costs (e.g., SBA loan, Local First AZ loan).
- Eligibility Criteria
  - Brick-and-mortar businesses can also apply for utility reimbursement for water, wastewater, and electrical utilities paid for up to three months. This is not available for nonprofits or home-based businesses.
  - As these services are necessary for the public health of the community, they are deemed eligible for reimbursement.
  - The combined maximum grant award between rent/mortgage assistance, protective equipment reimbursement, and utility reimbursement is \$10,000 total per business.

- Reimbursement will be for costs incurred in connection with enhanced sanitization, employee safety, and customer safety, which may include, but is not limited to:
  - Disinfection of interior spaces and other high touch areas of small businesses
  - Provision of personal protective equipment(including respirator masks, general face masks and gloves) for employees and customers, and the implementation of policies and practices that require employees and customers to wear respirator and/or general face masks
  - The installation and maintenance of any physical barriers, such as Plexiglass shields, booths, or other barriers designed to limit the exposure of customers and employees to droplets and/or aerosols
  - Creation of signage and programs designed to allow for delivery of goods, or curbside pickup of goods, along with the dedication of parking areas for such purposes
  - Installation and maintenance of additional hand sanitizer stations
  - Installation and/or maintenance of HVAC systems to include MERV 13 or higher air filters
  - Employment expenses related to the above activities
- Application/Approval Process
  - Eligible entities will submit an application, a copy of applicable receipts, and supporting documents.
  - An Audit Panel, designated by the Town Manager, will review the application for completeness and conformity with eligibility criteria.
    - Panel does not determine “right or wrong” but “completeness of submittal.”
  - Audit Panel will gather completed applications and place these on the Consent Agenda for the next available Town Council agenda.
  - Every two weeks, Council will have a chance to approve the recommendations of the Audit Panel.
- Affidavit
  - Applicants will be required to sign an affidavit as part of their application, certifying that they have not and will not receive other Federal funds for these same expenses.
    - Federal and State mandate
  - Other programs include the Payroll Protection Program, Charitable Giving Incentives, Economic Injury Disaster Loan, Employee Retention Tax Credit, Unemployment Benefit reimbursement, Economic Stabilization Fund, and the Arizona Small Business Rent and Mortgage Relief Grant program (administered by LocalFirstAZ), among others.
    - If applicants have received these funds, they must show that those funds have been used to cover costs not associated with the costs for which they have applied for reimbursement under the Returning Stronger Grants.
- CARES Act Funds
  - Major Industry Loans - \$208 billion
  - Small Business Loans - \$300 billion
  - Paycheck Protection Program - \$300 billion
  - From Federal Guidance

Nonexclusive examples of ineligible expenditures<sup>2</sup>

The following is a list of examples of costs that would not be eligible expenditures of payments from the Fund.

4. Expenses that have been or will be reimbursed under any federal programs, such as the reimbursement by the federal government pursuant to the CARES Act of contribution by States to State unemployment funds.

- Direction
  - Town staff will adapt this recommendation to the desires of Council and present the ultimate program guidelines and application materials for Council Action at the September 8, 2020 Town Council Meeting.
- Reference
  - Education/other: \$43.7 billion (estimated)
  - Individuals: \$560 billion (estimated)
  - Public Health: \$153.5 billion
  - Big Corporations: \$500 billion
  - Small businesses: \$377 billion
  - State and local governments: \$339.8 billion
  - Safety net: \$26 billion
- Funding Options
  - In addition to traditional SBA funding programs, the CARES Act established several new temporary programs to address the COVID-19 outbreak.
    - Payroll Protection Program
      - This loan program provides loan forgiveness for retaining employees by temporarily expanding the traditional SBA9(a) loan program.
    - EIDL
      - This loan will provide economic relief to small business and non-profit organizations that are currently experiencing a temporary loss of revenue.
    - SBA Express Bridge Loans
      - Enables small businesses who currently have a business relationship with an SBA Express lender to access up to \$25,000 quickly.
    - SBA Debt Relief
      - The SBA is providing a financial reprieve to small businesses during the COVID-19 pandemic.

Councilmember Hughes asked to increase the amount to \$1,000,000 rather than the \$500,000. She would not like to see anyone turned away within the timeframe. She liked that the home-based businesses are included since they are vital to the community. She would also like for staff to assist businesses on what they can be reimbursed for, such as scheduled dates and times for them to come and meet with staff.

Mr. Bitter stated that there are several avenues in which staff can assist the businesses in determining what they can be reimbursed for. The application is very simple and straight-forward and as businesses are applying for funding, he expects there to be dialogue between the applicant and the Audit Panel. With regards to the amount, Council can elect to raise the cap on funding at a future meeting if they are getting close to the \$500,000, dependent on how much has been expensed to date.

Councilmember Cordes inquired when the application process will start.

Mr. Bitter stated that if Council approves the program at the September 8, 2020 Council meeting, staff can start taking applications on September 9, 2020. The draft application will be included in the September 8, 2020 agenda packet.

Vice-Mayor Anderson inquired about HVAC units for the non-profit's buildings. He inquired if they could apply and if they can obtain more than \$10,000 since the systems can cost as much as \$30,000.

Mr. Bitter stated that the Town does not have the expertise to determine the type of HVAC system they are requesting, and this would utilize most of the budgeted funds. The Town is trying to provide a basis in which they can obtain some funding for reimbursement for the outlined items. The entities can then use the funding however they choose once they receive the reimbursement.

Vice-Mayor Anderson stated that it would be difficult for non-profits to utilize this program.

Mr. Bitter stated that the gift clause with the Arizona State Constitution prohibits the Town from providing funding without receiving equal value in return. If the Town were to purchase an HVAC system, it would be a public investment in a private entity, whether it is a non-profit or a business.

Councilmember Cordes stated that the Town is supporting non-profits as they are listed; however, the Town is unable to fund large purchases.

Councilmember Wall stated that many of the requests are divided between two categories: supporting individual business with reimbursing them for Covid-19 related expenses; and ways to improve the economic health of the entire town's businesses. She is supportive of both efforts. She would like to see the Town focus on supporting the individual businesses at this time. She would also support a program for marketing for all Town businesses through Local First Arizona or another type of support program.

Councilmember Wall stated that the redrafted proposal is reasonable. It may not meet everyone's needs or wants; however, it is a great compromise and presents leadership in comparison with what other communities are doing. She is in support of the proposal as it has been presented.

Mayor Walter posed several scenarios regarding reimbursement.

Mr. Bitter explained how the various scenarios would be processed. He explained the importance of the affidavit. He noted that there are mechanisms in place in this budget and future budgets for marketing. There is an Economic Development Director position in the budget with the focus being on marketing the downtown area and the Town as a whole. They have also budgeted for the wayfinding signs. The Greater Florence Chamber of Commerce has also applied for a \$50,000 grant from the Arizona Office of Tourism which would require a \$25,000 match.

Mayor Walter stated the programs are being put in place to have Florence come back stronger, post Covid-19.

Vice-Mayor Anderson is in support of increasing the program amount to \$1 million. He stated that many of the letters received are for things that cannot be covered by the program. He inquired if staff is going to respond to them.

Mr. Bitter stated that staff will respond to the letters and this work session will serve as a primer for future discussions. The Town is committed to the business community and we want to see them succeed. Florence is doing what it can to adjust to the new normal post Covid-19.

Councilmember Wall stated in discussion with staff, she suggested that rent on Town properties not be increased as previously planned; however, she did not see this in the proposal. She would prefer that the rents be increased once the economy is healthier. She also suggested that the Town cover rent or mortgage for the Town businesses for more than the three months outlined. It took more than three months for them to see improvements in their economic health. She suggested that the rent/mortgage reimbursement be for six months.

Councilmember Cordes stated that the rent increase would be reviewed in October. She also asked for the rent/mortgage reimbursement be for six months. The businesses may have only been closed for three months; however, the businesses are still being impacted.

Mayor Walter and Vice-Mayor Anderson are also in support of increasing the rent/mortgage reimbursement for six months.

Councilmember Cordes asked that Mr. Roger Biede, Executive Director, Greater Florence Chamber of Commerce, update the Council on feedback received from the businesses.

Mr. Bitter stated that the comments he collected were included in the presentation.

Councilmember Cordes stated that emails were received today. She asked that comments be submitted a minimum of 24 hours before a meeting to ensure that Council is able to research, follow-up and provide a response at the meeting.

## **ADJOURNMENT**

On motion of Vice-Mayor Anderson seconded by Councilmember Wall, and carried (5-0) to adjourn the meeting at 6:53 p.m.

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Tara Walter, 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 August 31, 2020, and that the meeting was duly called to order and that a quorum was present.

---

Lisa Garcia, Town Clerk

**TOWN OF FLORENCE  
PLANNING AND ZONING COMMISSION**

**REGULAR MEETING ACTION MINUTES**

**MINUTES OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FLORENCE REGULAR MEETING HELD ON THURSDAY, MAY 21, 2020, AT 6:00 P.M., COMMISSION MEMBERS AND STAFF ATTENDED TELEPHONICALLY.**

**1. CALL TO ORDER**

**Chairman Pranzo called the meeting to order at 6:18 pm**

**2. ROLL CALL:**

<b>Chairman Pranzo</b>	<b>Present</b>
<b>Vice-Chair Frost</b>	<b>Present</b>
<b>Commissioner Smidt</b>	<b>Absent</b>
<b>Commissioner Simmonds</b>	<b>Present</b>
<b>Commissioner Proulx</b>	<b>Present</b>

**3. PLEDGE OF ALLEGIANCE**

**4. DISCUSSION/APPROVAL/DISAPPROVAL of the minutes of the regular meetings conducted on February 20, 2020.**

**On a motion by Vice-Chair Frost, seconded by Commissioner Simmonds, and carried by a 3-0 vote, to approve the regular meeting minutes from February 20, 2020.**

**Commissioner Proulx joined the meeting.**

**5. OLD BUSINESS**

**A. PRESENTATION/APPROVAL/DISAPPROVAL of a Preliminary Plat application for Anthem at Merrill Ranch Unit 62 (PZ-20-16) submitted by Pulte Homes. The subject plat is located east of Hunt Highway and north of the Merrill Ranch Parkway/west of Felix Road.**

Town Planner Maricella Benitez gave a short presentation on the preliminary plat for Unit 62. Commissioner Proulx asked if the preliminary plat included a second egress as the main site plan only shows one. Ms. Benitez said the staff report shows the second access point going through Tract B and coming out through the golf course into Unit 68. Vice-

Chair Frost commented that under General Notes, point four talks about storm water retention, but it is missing wording that says it will work properly and if it does not, then the developer must fix it. The engineer representing Pulte, Jared Baxter, stated he understood, and the wording the Vice-Chair was looking for will show up in the final plat. The Commission can add the stipulation to the pre-plat approval, and it will not inhibit the design work. Vice-Chair Frost asked Staff to look for this in all future preliminary plats and his second comment pertained to sheet nine. He said the dead-end cul-de-sacs should be labeled as "Court" and not "Drive".

**On motion by Commissioner Simmonds, seconded by Vice-Chair Frost, and carried by a 4-0 vote, to approve with conditions the Preliminary Plat application for Anthem at Merrill Ranch Unit 62 (PZ-20-16).**

**B. PRESENTATION/APPROVAL/DISAPPROVAL** of a Preliminary Plat application for Anthem at Merrill Ranch Unit 70 (PZ-20-17) submitted by Pulte Homes. The subject plat is located east of Hunt Highway and north of the Merrill Ranch Parkway along the northern most portion of Sun City Boulevard.

Ms. Benitez gave a short presentation on the preliminary plat for Unit 70. Vice-Chair Frost asked about the 60 ft. El Paso Natural Gas easements, as seen in sheets three and four, along the north side of the development and through to the west side. He asked how developers are accounting for these easements through these residential lots. Mr. Baxter stated nothing is occupied in those easements, and Pulte is working with El Paso Gas to abandon those easements prior to the design of the final plat. There is no intention to place high pressure gas lines in those easements. The easements are only placeholders until they are abandoned. Vice-Chair Frost asked if it was alright to stipulate the change. Mr. Baxter agreed.

Vice-Chair Frost commented on the possibility of people hiding from police in the retention basin in the far north-western corner of the development. Mr. Baxter said Tract E is a possible site for retention, and this comment has previously been noted, but they have seen not problems with the retention basin before, especially with the open wall concept of the development. Vice-Chair Frost discussed going over this issue with the Florence Police Department. He said that this design may not be acceptable in future plans.

Chairman Pranzo asked if the easement was scheduled to be abandoned but was not yet abandoned. Mr. Baxter said that the easements were place holders for El Paso Gas until the Master Plan was developed. They now want to place their gas lines along roadways such as Sun City Boulevard. Chairman Pranzo was concerned about these easements due to similar cases with the mine and both the Commission and Mr. Baxter agreed to the stipulation that the easements be abandoned before the submission of the final plat.

**On motion by Chairman Pranzo, seconded by Commissioner Simmonds, and carried by a 4-0 vote, to approve the Preliminary Plat application for Anthem at Merrill Ranch Unit 70 (PZ-20-17) with conditions, comments, and the stipulation that the northern gas line easement be abandoned.**

**C. PRESENTATION/APPROVAL/DISAPPROVAL** of Preliminary Plat applications for Anthem at Merrill Ranch Unit 72 (PZ-20-18) submitted by Pulte Homes. The subject plats are located east of Hunt Highway and north of the Merrill Ranch Parkway along the northern most portion of Sun City Boulevard.

Ms. Benitez gave a short presentation on the preliminary plat for Unit 72. Vice-Chair Frost said he had the same concerns about the El Paso Gas easements and asked for the same stipulation that the easement be abandoned before proceeding to final plat.

**On motion by Vice-Chair Frost, seconded by Commissioner Proulx, and carried by a 4-0 vote, to approve the Preliminary Plat application for Anthem at Merrill Ranch Unit 72 (PZ-20-18) with conditions, comments, and the stipulation that the northern easement is abandoned.**

**D. PRESENTATION/APPROVAL/DISAPPROVAL** of a Design Review application (PZ-20-20) for the Desert Rock Church new worship center located at 9230 W. Franklin Road, Florence, Arizona 85132, APNS 200-24-0470 and 200-24-0480.

**Commissioner Proulx recused himself from the case.**

Ms. Benitez gave a short presentation on the application for the new Desert Rock Church worship center. Vice-Chair Frost noted that the landscape palette showed six Sissoo trees in close proximity to the main structure. He said the Sissoo tree's root structure can damage buildings, and it may be a risk in the future. Pastor Joey Bilbrey said he will let the architect know about the risk and possibly look at another type of tree. Mr. Harmer stated that any future changes to the landscape should continue to follow the Arizona Department of Water Resources landscape palette to reduce water use.

**On a motion by Vice-Chair Frost, seconded by Commissioner Simmonds, and carried by a 3-0 vote, to approve with conditions the Design Review application (PZ-20-20) for the Desert Rock Church.**

## **6. PRESENTATIONS**

### **A. General Plan Update**

The General Plan is progressing through the first phase of the process, which is data gathering and community assessment. The plan is on schedule, and the virus has not hindered progress. Depending on when public gathering restrictions are relaxed, Staff will create a schedule for future public meetings.

**B. Redevelopment Plan Update**

The consultants are on schedule and making progress in drafting the Redevelopment Plan.

**C. Future Agenda Items/Information Only**

A zoning text amendment is on hold. Staff is trying to sort out the hearing so there can be smooth public notification and outreach. An application for a Major General Plan Amendment has been submitted, and Staff will distribute the information later next week. The Town Council will be given a presentation on the Major General Plan Amendment. Staff will send out the 60-day notice and review to various agencies on a contact list. The General Plan Amendment is for an approximately 360-acre recreational facility that will include professional level sports, training, rehabilitation, and camps. It is associated with two universities and possibly some professional sports franchises. It is part of the north planning area and will include an annexation of property. Staff is waiting for the annexation to be submitted. The investors are a mix of professional sports figures and private money.

**7. CALL TO THE PUBLIC/COMMISSION RESPONSE:**

No public comments were submitted prior to the meeting.

**8. CALL TO THE COMMISSION- CURRENT EVENTS ONLY.**

None

**9. ADJOURNMENT**

**On motion by Commissioner Proulx, seconded by Vice-Chair Frost, and carried by a 4-0 vote, to adjourn the meeting at 6:53 pm.**

  
\_\_\_\_\_  
Gary Pranzo

  
\_\_\_\_\_  
Date

**TOWN OF FLORENCE  
PLANNING AND ZONING COMMISSION**

**REGULAR MEETING MINUTES**

**MINUTES OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FLORENCE REGULAR MEETING HELD ON THURSDAY, AUGUST 20, 2020, AT 6:00 P.M., COMMISSION MEMBERS AND STAFF ATTENDED TELEPHONICALLY and VIA ZOOM.**

**1. CALL TO ORDER**

Chairman Pranzo called the meeting to order at 6:08 pm

**2. ROLL CALL:**

Chairman Pranzo	Present
Vice-Chair Frost	Present
Commissioner Smidt	Present
Commissioner Simmonds	Present
Commissioner Proulx	Present

**3. PLEDGE OF ALLEGIANCE**

**4. DISCUSSION/APPROVAL/DISAPPROVAL** of the minutes of the regular meeting conducted on May 21, 2020.

**On motion by Chairman Pranzo, seconded by Commissioner Simmonds, and carried by a 5-0 vote, to approve the minutes of the regular meeting from May 21, 2020.**

**5. NEW BUSINESS**

- A. PRESENTATION/PUBLIC HEARING** to receive comments regarding a Major General Plan Amendment application for (PZ-20-21) submitted by Grinder Sports Group, Inc. for an approximately 360 acre residential, commercial, and recreational mixed-use development. (Note: a second Public Hearing is scheduled for September 3, 2020, at which time the Planning and Zoning Commission may take formal action).

Town Planner Larry Harmer summarized the land use changes put forward by the General Plan Amendment and discussed the process the applicants will need to pursue in order to build. The Grinder Sports Group, Inc. had several representatives present via Zoom and Lyndon Estill gave a PowerPoint presentation on the future site plan of the project on behalf of the applicant's team. He gave a tour of the athletic facilities and

commercial layout and discussed how the parking and traffic was set up to accommodate visitor needs. He pointed out there would be a fire and police station to service the development included in the site plan. Chairman Pranzo opened the public hearing.

Chris Funk, 10340 E. Primrose Lane: He is excited about the number of soccer fields, but as a soccer fan, he asked if there will be the capability of an indoor soccer facility. He said it is roughly the size of a hockey ring.

Mr. Estill said there a multitude of opportunities to include one in the future phasing of the project. Indoor soccer is increasing in popularity, but the developers need to access the community's needs. They need to make sure a facility like that will be utilized to its full potential. Mr. Funk stated the closest indoor soccer facility is the Barney family indoor center on Queen Creek road. If it is possible to incorporate later that would be awesome. Mr. Estill said that type of facility is not in the current phasing, but some of the current places could be converted to fit that need.

Valerie Blaser, 10614 E. Wildflower Lane: She was new to the process and is there an approximate time for possible groundbreaking? She had read that it may be the end of next year, but she was not sure if it was soon or five years down the road.

Mr. Harmer stated that most of the planning processes could happen concurrently. If everything goes forward smoothly then everything could be done by the second quarter of next year. He cannot speak for all the construction drawings and engineering, but as far as processing time and applications, Staff is looking at some time in late spring to mid-summer. The permitting part will stretch out the timeline but starting construction next year is not out of the question. Project Manager Cory Shepard stated the project is a phased approach. The biggest part is mass grading, infrastructure, and site utilities, but the early part of the second quarter is a feasible idea about when they could start moving dirt.

Ms. Blaser asked where all the parking is going to take place and if it is in the shopping area, then would shuttle busses ferry visitors from the commercial center to the fields? Mr. Estill said there is ample parking throughout the complex and there is an opportunity to utilize the entertainment district for additional parking and there will be a shuttle to help flow. When he said he wanted to control the traffic, he meant visitors will have facilities near their fields or venue, so families do not have to walk across the complex.

Ms. Blaser asked for an elaboration on the water and wastewater treatment facility. Grinders Engineer Elijah Williams said the site is dependent on receiving sufficient water and they are looking into the water demand for this site as well as the providers. Ms. Blaser asked if it is not 100 percent guaranteed that Johnson utilities would be the supplier and other water utilities were being considered.

Mr. Harmer read into the record: John Snellenberger, 11313 E. Miracle Court: Is Johnson Unities going to have a hand in this project. Their ability to handle a project like this is at best doubtful. Mr. Harmer responded that this application is for a General Plan Amendment to allow for the land use only. It does not approve the project directly. The applicant will still have to negotiate a Development Agreement with the Town. They are proposing to provide water and wastewater facility as part of the overall project and will work with Johnson Utilities to reach an agreement as to providing adequate water and wastewater facilities. They will also need to apply for appropriate zoning with detailed site plans before permits can be issued. There will be discussions between the Applicant, Town, and Johnson Utilities to see to what degree the developers will need to complete infrastructure.

Ms. Benitez read in a comment by email from Bonnie Bariola at 2149 W. Cheyenne Dr., Chandler, AZ. Her questions were which company is the sports complex being built under: Sports Grinders Inc. or Sports Grinder LLC. They both had the same mailing address. She noted that one has an "s" at the end and the other does not. Mr. Estill clarified that the Grinder Sports Group, Inc., and incorporated companies are the project entities moving forward. The Grinders Sports Inc. is the non-profit that currently operates youth sports programs and sponsors youth athletics for families that need the support. Chairman Pranzo stated the impact of the question is whether Grinders will be a non-profit and the answer is it will not. It is regular corporation or LLC.

Mr. Funk said that Magma Ranch is part of the County and has a subscription with Rural Metro for emergency services. He asked if service from Rural Metro will go away and tax money will go toward Town services instead. Mr. Harmer said that answer would have to go to the Town attorney because Magma Ranch is not inside the Town limits at this time and he is not sure of any mutual-aid agreements. If Magma Ranch was annexed into the Town, then the Town service would cover the community. Council Liaison Vice-Mayor Anderson said Magma has to annex into the Town before they can get police and fire protection. The residents have to request the annexation. Mr. Funk asked about possible annexation. Mr. Harmer said he could discuss the process with him offline and the process of annexation is outlined on the Town of Florence website in the Community Development webpage.

Commissioner Proulx asked if a similar project is operating or if this project is a new experiment in Florence. Mr. Estill said the closest facility of this operating style and capacity is Disney Wide World of sports in Orlando, Florida. That facility is roughly 75 percent the size of theirs, and there is a little bit of uncharted waters when it comes to overall capacity and capability of the size of this project. Commissioner Proulx asked how this project will be financed and if there is sufficient capital. Mr. Harmer said Staff does not get into their financial situation since it is private, but they have included their financial advisor in their development team. Mr. Estill said he will not discuss the financial situation since the development agreement is still ongoing. Once the

agreement has been settled, then the developers will release more of their financial plans.

Commissioner Proulx asked about how long it would take to complete the project. Mr. Shepard stated the project will be completed in two phases. The first phase will be constructing the fields and that might be completed by the end of 2022. The second phase will be the buildings and those may be completed by 2025.

Commissioner Smidt asked about the single ingress and egress from Judd Road. He asked if the Town would make improvements to Judd or Felix to extend into that area. Mr. Harmer said the Developers will be charge of their share of road improvements and surface infrastructure. This will be outlined in the development agreement. Commissioner Smidt asked if they would have to cut Felix all the way through. Mr. Harmer said he would have to ask the administration and get back to him on the answer. Council Liaison Vice-Mayor Anderson said the Town is also in discussion with the County on possible road improvements.

Vice-Chair Frost asked if they were looking at additional phases to expand the scope of the project to other properties. Mr. Estill stated they have entered into conversations with other landowners, but they are looking at possible expansion to add services to ancillary roads. Vice-Chair Frost asked about storm water retention on-site. Mr. Williams said the water drains from the northeast to the southwest and the layout of the site has plenty of room for retention. They will conduct an analysis to fully understand the retention requirements. The site will have retention based on the Town requirements. Vice-Chair Frost commented on the use of artificial turf on most fields to conserve water resources and he noticed the large green landscaping with natural trees and grass. He wanted to know if the trees are in line with the Arizona Water Resource low water use plant pallet. Mr. Harmer said the Development Code requires adherence to Arizona Department of Water Resource plant list. Staff will be looking for this item in future reviews.

Chairman Pranzo expressed his concern for the part of Florence south of the Gila River. He pointed out that there is tremendous development to the north of the Gila River, while the southern part of Florence is continuing to deteriorate. He noted there will be more commercial stores and residential homes to expand from the project. Going forward, Chairman Pranzo asked that future planning include the southern part of Florence in order help disperse the potential prosperity.

Chairman Pranzo closed the public hearing.

## **6. PRESENTATIONS**

### **A. General Plan Update**

The General Plan Update is in progress. If the new land uses from the General Plan Amendment is approved, then the changes will be reflected in the General plan Update. The General Plan process is proceeding but being unable to hold public meetings has

slowed down progress. The background and early information collection are taking place now. Staff has reviewed some early drafts and progress on the General Plan Update will continue deep into next year.

**B. Redevelopment Plan Update**

Staff has the draft of an interactive webpage. The webpage covers the contents of the Redevelopment Plan and Staff will be reviewing it internally first. The draft is based on the outcomes from the public meetings, and the plan is progressing toward a second public review after Staff completes their evaluation.

**C. Future Agenda Items/Information Only**

A request for a zoning text amendment will come through in order to add “churches” as an allowable use in the Downtown Commercial zone. Another request will come through to rezone a downtown property for future small-scale retail. A Design Review application will come forward for the new Circle K at Hunt Highway and Merrill Ranch Parkway. A few other projects are still drawing up applications.

**7. CALL TO THE PUBLIC/COMMISSION RESPONSE:**

Town Council Liaison Vice-Mayor Anderson said Director Chris Salas presented a public transportation study and the study went over street widths. Vice-Chair Anderson stated that Mr. Salas pointed out that the standard street width in Florence is 50 ft. in width, except in PUD areas. The presentation is on the website and Vice-Mayor Anderson stated he could have Mr. Salas come and present to the Commission.

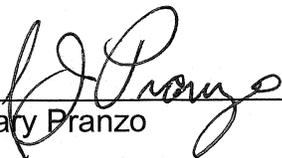
Chairman Pranzo asked if the standard street width was 50 ft. Vice-Mayor Anderson said there are multiple street widths, but the smallest internal street width is 50 ft. Chairman Pranzo suggested Mr. Salas give his presentation. Mr. Harmer said he would talk to Mr. Salas and schedule a date for the presentation.

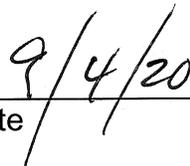
**8. CALL TO THE COMMISSION- CURRENT EVENTS ONLY.**

Commissioner Proulx asked when the Commission may meet in-person again. Mr. Harmer said he was not sure.

**9. ADJOURNMENT**

**On motion by Commissioner Smidt, seconded by Chairman Pranzo, and carried by a 5-0 vote, to adjourn the meeting at 7:08 pm.**

  
\_\_\_\_\_  
Gary Pranzo

  
\_\_\_\_\_  
Date

# **TOWN OF FLORENCE AD HOC SIGN CODE COMMITTEE WORK SESSION AGENDA**

## **REGULAR MEETING MINUTES**

**MINUTES OF THE AD HOC SIGN COMMITTEE OF THE TOWN OF FLORENCE  
REGULAR MEETING HELD ON MONDAY, JULY 22 2019, AT 6:00 P.M., IN THE  
TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE,  
ARIZONA.**

### **1. CALL TO ORDER**

**Mayor and Committee Chair Walter called the meeting to order at 6:00 pm.**

**2. ROLL CALL:** Walter\_\_P, Larsen\_\_P, Cordes\_\_P, Johnson\_\_P, Perez-Cerros\_\_P,  
Doughty\_\_P, Christ\_\_A.

### **3. WORK SESSION ON THE DRAFT SIGN CODE FOR THE TOWN OF FLORENCE**

Mr. Harmer gave a short presentation on permitted off-premise signs. The Ad Hoc Committee initiated a general discussion regarding promoting the businesses within the Town. The discussion points and thoughts are noted below:

- Focus on bandit signs or yard signs, kiosk signs, and wayfinding signs.
- Signs that advertise non-local businesses should be removed. If the advertised business is local, then only take down bandit signs if there is a complaint.
- Wayfinding signs are a preferred method. Florence currently has one kiosk sign, but it is oriented for those on foot near Jacques Square.
- Proximity of A-frame signs to property is important. The draft code specifies that they should be in front of businesses or on property boundaries.
- Current methodology for off-site signage removal is based on complaint.
- Establish criteria for handmade A-frame and maybe set up a design review process.
- There are currently no off-premise signs allowed in the Town or ADOT Rights-of-Way. Consider designating certain areas for signage.
- Bandit signs help businesses that are off-the-beaten track, not just in the Downtown.
- Bandit signs for local businesses only but with contact information on the sign.
- For bandit signs, restricting certain types of business could open up the Town to be sued.
- Everyone agrees bandit or A-frame signs need contact information.
- Churches and daycares with A-frame signs with a time limit can be an option.

- Policy that is equitable for everyone but clear in regulation on A-frame and bandit signs.
- Wayfinding signs that point to Downtown from Anthem Marketplace area.
- The possibility of a monument digital sign by Fire Station 2 or on Town owned land.
- A concern was possible light pollution from Town impacting Military base in Florence.
- Design review of brightness and light visibility for digital signs.
- Not listed in draft code but set certain criteria for time limits on specific signage.
- Redefine off-premise signage and other definitions for clear intent.
- Discussed a sign overlay for Anthem and other specific areas so everyone doesn't have to follow broad regulations on signs.

#### Murals:

- "You are Here" map/mural but where in the Town?
- How do murals impact historical buildings and their exterior preservation?
- People want something to take a picture with. Tagging the location of the picture will help put Florence on the map in the digital world.
- A topic for the Arts Commission to discuss and discuss Design Review.

Staff will research language, schedule another work session, and discuss possible policies with Town Attorney.

#### **4. CALL TO THE PUBLIC**

Ruth Harrison Florence, AZ

- Bandit signs should be illegal in Florence except for time limited real estate signs.
- Likes the idea of repainting old historic signs but not the idea of murals on historic buildings.
- Focus should be protecting the historic component and increasing the quality of life in the downtown area.

#### **5. CALL TO THE BOARD**

#### **6. ADJOURNMENT**

The meeting was adjourned at 7:16 pm.

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Tara Walter, Mayor and Committee Chairman

# **TOWN OF FLORENCE AD HOC SIGN CODE COMMITTEE WORK SESSION AGENDA**

## **REGULAR MEETING MINUTES**

**MINUTES OF THE AD HOC SIGN COMMITTEE OF THE TOWN OF FLORENCE  
REGULAR MEETING HELD ON MONDAY, AUGUST 14, 2019, AT 5:00 P.M., IN THE  
TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE,  
ARIZONA.**

### **1. CALL TO ORDER**

**Committee Member Larson called the meeting to order at 5:08 pm.**

**2. ROLL CALL:** Walter P, Larsen P, Cordes P, Johnson P, Perez-Cerros P,  
Doughty P, Christ A.

### **3. NEW BUSINESS**

- Approval of the July 22, 2019 Minutes.
- Mr. Harmer went over possible modifications in the sign code draft for A-frame and off-premise signs.
- Committee Member Perez-Cerros arrived at 5:11 PM.
- The Committee agreed a “sunset” clause would help understand what policies work.
- The number of on-premise and off-premise must be regulated so the streets are not filled with signage, especially around election season.
- Proposed A-frame signs could be in the Florence right-of way and/or on private property with written permission.
- Proposed off-premise signs be allowed a certain distance from the business. The sign must have the business name and contact information.
- A-frame signs can be allowed in the right-of-way adjacent to the business in conformance with ADA requirements, but not in the median of a roadway.
- The Committee Members agreed on the size of A-Frame signs as written in the draft amendment.
- A-frame signs should have some form of anchorage and the sign is the liability of the business owner.
- Outside of their own property lines, a schematic and application should be needed for an off-premise sign.
- An application for an off-premise sign would require a one-time fee. The application must show where the off-promise sign will be located, the type, and how they will look.
- Off-premise signs can be located on private property with the permission of the landowner, but not in public or ADOT right-of-way.

- The number of off-premise signs will be regulated but not the distance from the business.
- The Committee Members agreed on the size of off-premise signs, and they agreed off-premise signs should have contact info and be out only during business hours. Some Members discussed the difficulties of getting employees or owners to pick up their off-premise signs after business hours.
- Discussed wayfinding signs and kiosk signs and agreed Council accepted these sign types. The Chamber of Commerce will help develop regulations for wayfinding and kiosk signage.
- The Committee members suggested a time limit for off-premise signs but enforcing the time limit would be difficult.
- Committee Member Walter arrived at 6:38 PM.
- An initial suggestion was for a business to get one A-frame sign for the business frontage and follow the requirements outlined in the current sign code draft. Then, the business owner can have up to two or three off premise signs, which could be off-premise. The Committee members agreed, initially, on one A-frame sign for each store/street frontage that follows requirements as set forth in the sign code draft. Then, each business can have one off-premise sign, which can be either a bandit or A-frame sign. The off-premise sign will go through an application process. The policy can be enacted for a year and then the Town can decide whether this is a viable solution or if more needs to be done.
- The next work session meeting will be September 10<sup>th</sup> at 5:30 PM.

**On motion by Committee Member Johnson, seconded by Committee Member Cordes, and carried 4-0, to approve the July 22, 2019 Minutes.**

#### **4. CALL TO THE PUBLIC**

Ruth Harrison Florence, AZ stated A-frame signs should be on each property but only during business hours. She agreed that off-premise signs should be allowed for real estate, but no other off-premise signs. She said that enforcement of off-premise signs would be difficult.

#### **5. CALL TO THE COMMITTEE**

Committee agreed that they appreciate everyone coming out to the meeting and taking part.

#### **6. ADJOURNMENT**

The meeting was adjourned at 7:16 pm.

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Tara Walter, Mayor and Committee Chairman

**TOWN OF FLORENCE  
AD HOC SIGN CODE COMMITTEE  
WORK SESSION AGENDA**

**REGULAR MEETING MINUTES**

**MINUTES OF THE AD HOC SIGN COMMITTEE OF THE TOWN OF FLORENCE  
REGULAR MEETING HELD ON MONDAY, SEPTEMBER 10, 2019, AT 5:30 P.M., IN  
THE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET,  
FLORENCE, ARIZONA.**

**1. CALL TO ORDER**

**Mayor and Committee Chair Walter called the meeting to order at 5:30 pm.**

**2. ROLL CALL:** Walter\_\_P, Larsen\_\_P, Cordes\_\_P, Johnson\_\_P, Perez-Cerros\_\_P,  
Doughty\_\_P, Christ\_\_A.

**3. New Business**

a. Approval of the August 14, 2019 Meeting Minutes

The Meeting Minutes were approved by general consensus.

**4. WORK SESSION ON THE DRAFT SIGN CODE FOR THE TOWN OF FLORENCE**

Mr. Harmer gave a short summary of the changes on the permitted off-premise signs draft. The Ad Hoc Committee initiated a short discussion regarding the changes. The discussion points are noted below:

- They agreed to the previous changes.
- The Committee agreed to add that downward facing lighting, solar light, internal backlights and non-moving screens should be allowed for A-frame signage.
- They added a sentence that stated Periodic “Special Events” sponsored or authorized by the Town of Florence are exempt from these sign regulations.

The Committee agreed through general consensus to all changes and the Sign Code draft.

**5. CALL TO THE PUBLIC**

**6. CALL TO THE BOARD**

**7. ADJOURNMENT**

The meeting was adjourned at 6:00 pm.

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Tara Walter, Mayor and Committee Chairman

	<b>TOWN OF FLORENCE COUNCIL ACTION FORM</b>	<b><u>AGENDA ITEM</u></b> <b>7a.</b>
<b>MEETING DATE:</b> September 21, 2020  <b>DEPARTMENT:</b> Administration  <b>STAFF PRESENTER:</b> Ben Bitter, Intergovernmental and Communications. Manager  <b>SUBJECT:</b> Energy Savings in Town Facilities (Investment Grade Audit)		<input checked="" type="checkbox"/> <b>Action</b> <input type="checkbox"/> <b>Information Only</b> <input type="checkbox"/> <b>Public Hearing</b> <input type="checkbox"/> <b>Resolution</b> <input type="checkbox"/> <b>Ordinance</b> <input type="checkbox"/> <b>Regulatory</b> <input type="checkbox"/> <b>1<sup>st</sup> Reading</b> <input type="checkbox"/> <b>2<sup>nd</sup> Reading</b> <input type="checkbox"/> <b>Other</b>
<b>STRATEGIC PLAN REFERENCE:</b> <input type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnerships and Relationships <input checked="" type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Public Safety <input type="checkbox"/> Statutory <input type="checkbox"/> None		

**RECOMMENDED MOTION/ACTION:**

Staff recommends that the Town Council authorize the Town Manager to enter into a Renewable Power and Energy Audit Agreement with Ameresco, to conduct an Investment Grade Audit of Town facilities.

**BACKGROUND/DISCUSSION:**

Much of the Town’s equipment is outdated or nearing the end of its useful life. The most visual evidence of this is at Town Hall, where HVAC systems were not designed to manage a commercial/office building. The HVAC at Town Hall consists of residential units that are not optimized to provide appropriate energy and comfort controls for the facility.

In order to understand the Town’s current infrastructure and utility usage and to make recommendations for improvements that would result in energy and other utility savings for the Town, staff has been in contact with a couple of Energy Savings Companies (ESCOs). After a panel interview, staff is recommending that Ameresco be selected to conduct the investment grade audit.

The investment grade audit is the first step that will come to Council. The idea is that over the course of the next 10-20 years, the Town will replace old and outdated equipment with new and efficient equipment. Instead of budgeting for the replacement of these items, the Town will be able to utilize the energy savings derived from the new and more

efficient equipment to pay for the upgrades. In fact, at the conclusion of the investment grade audit, Ameresco would come back to Town Staff and the Town Council with a proposal listing all of the Energy Conservation Measures (ECMs), where the projected savings derived from implementing the ECMs equal or exceed the cost of implementing the ECMs (as measured over what is generally a 10-20 year financing term). ECMs may include anything from solar-covered parking to air diffusers at the Wastewater Plant to switching to LED streetlights.

If the Council chooses to go to construction at the time of audit completion, there would be no cost of the Investment Grade Audit. If the Council chooses **not** to move forward with the contract, the Town would be responsible for paying \$.05/square foot (sq. ft.) of audited space (based on 106,447 sq. ft. of facilities, for a total of \$5,322.35).

The program is generally separated into two phases, each with several distinct elements. The first phase is project development (investment grade audit) and the second phase is implementation of the identified projects (construction). The components of the project development phase are included in the Renewable Power and Energy Audit Agreement before you tonight.

The results of the project implementation phase will be incorporated into one or more energy savings contracts. Staff will be returning to the Council at a subsequent date to request approval of any energy savings contracts.

Perhaps the biggest benefit of conducting energy improvements through an Energy Savings Contractor is that the ESCO financially guarantees the conservation measures will pay for themselves over the life of the project. Each year, the ESCO will be required to verify that the measures achieved the projected savings. If there are any shortfalls, the ESCO would have to write the Town a check for the difference. This minimizes the risk for the Town and ensures quality equipment throughout our organization.

The contract was procured through a cooperative contract with the City of Tucson #[161436-01](#), expiration: October 18, 2021.

#### **A VOTE OF NO WOULD MEAN:**

The Town will not pursue a comprehensive facility improvement strategy and will continue to schedule repairs and replacement through the Capital Improvement Plan.

#### **A VOTE OF YES WOULD MEAN:**

The Town will enter into an agreement to pursue an investment grade audit on all Town facilities.

#### **FINANCIAL IMPACT:**

If the Town goes to a construction phase with Ameresco, the investment grade audit will have no cost. If the Town does not proceed to construction, the cost of the audit will be

\$5,322.35. The Town could then use the audit to self-implement or contract out the individual measures.

**ATTACHMENTS:**

Renewable Power and Energy Audit Agreement

## **RENEWABLE POWER AND ENERGY AUDIT AGREEMENT**

THIS RENEWABLE POWER AND ENERGY AUDIT AGREEMENT (the "Audit Agreement") is entered into as of the 21st day of September (the "Effective Date") by and between the Town of Florence, Arizona whose principal offices are located at 775 N. Main Street, Florence, AZ 85132 (the "Owner") and Ameresco, Inc., with an address of 2375 E Camelback Road, Suite 400, Phoenix, Arizona 85016 ("Ameresco"). Ameresco and Owner are also referred to individually as "Party" and collectively as the "Parties".

Whereas, the Owner desires that Ameresco perform a Renewable Power and Energy Audit (as hereinafter defined) at its facilities generally located within the Town of Florence (the "Premises");

Whereas, performance of the Renewable Power and Energy Audit constitutes the first phase ("Phase 1") of a renewable power and energy conservation project (the "Project").

Whereas, if Ameresco is directed by the Owner to proceed with the implementation of the recommendations following the Renewable Power and Energy Audit, the second phase of the Project ("Phase 2") will consist of the final design and installation of renewable power and energy conservation measures described and recommended in the Renewable Power and Energy Audit Report (defined below).

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Owner and Ameresco agree as follows.

### **ARTICLE 1 PHASES OF PROJECT**

#### **1.1 Phase I -- Energy Audit.**

(a) After execution of this Audit Agreement, Ameresco will conduct a Renewable Power and Energy Audit at the Premises. As used in this Audit Agreement, "Energy Audit" means a process including (i) the collection of data related to Owner's use and operation of the Premises, observations of the Premises, determination of base year water and energy consumption, financial analysis of the cost and benefit of energy and water conservation measures and renewable energy projects that are recommended to be installed at the Premises, and (ii) the preparation of a detailed Energy Audit Report, which analyzes current energy consumption at the Premises, recommendations for energy efficient equipment upgrades, energy conservation measures and a detailed analysis of implementation costs, anticipated energy savings resulting from such improvements and assumptions upon which the projected savings are based. The Energy Audit Report is intended to provide the Owner with the information

necessary for the evaluation of the costs and benefits of proceeding with the second phase of the Project.

(b) Should Ameresco determine, in its sole discretion, at any time before the completion of the Energy Audit Report that the anticipated energy and/or water conservation savings cannot be achieved at the Premises in compliance with the financial criteria mandated by federal or state laws pertaining to energy conservation programs, Ameresco will provide written notice to Owner and cease all further Energy Audit activities, in which case Owner will not be charged for any Energy Audit activities performed by Ameresco.

## 1.2 Energy Audit Price.

(a) Owner shall compensate Ameresco for the Energy Audit by paying Ameresco a fee of \$5,322.35 ("Energy Audit Price") based on 106,447 s.f. of facilities at a cost of \$.05/s.f.

(b) In the event that Ameresco does not provide an Energy Audit that provides a viable project that meets the technical and financial requirements of A.R.S. 34-105, the Owner shall not be responsible for compensating Ameresco for the Energy Audit Price as noted in section 1.2 (a).

The Energy Audit Price shall be fully-earned, due and payable to Ameresco no later than sixty days after the date Ameresco submits the Energy Audit Report to Owner, unless the Parties proceed to Phase 2, as described in section 1.3 below.

## 1.3 Phase 2 – Implementation.

(a) If the Owner decides to proceed with the design and implementation of the energy and water conservation measures described in the Energy Audit Report or identified as part of the Energy Audit, the Parties shall execute a mutually-acceptable energy services agreement (the "ESA"). If the Parties enter into an ESA which includes the scope of work in the Energy Audit Report, Ameresco will not bill Owner for the Energy Audit Price but will include such Price(s) in the cost of the work to be performed under the ESA.

(b) In the event Owner decides not to proceed with the implementation of the energy conservation measures or Owner has not executed an ESA with Ameresco within sixty (60) days after receiving the Energy Audit Report, Owner shall pay Ameresco the Energy Audit Price within thirty (30) calendar days from receipt of a proper invoice. Late payments shall accrue interest daily at a rate of twelve percent (12%) per annum, or the maximum interest rate permitted by law, whichever is less, for each calendar day following the due date until payment is made.

(c) Owner acknowledges that the price for the Project is based on the market cost as of the date of the Energy Audit Report, for steel, copper and similar

raw materials incorporated into equipment and material used for the Project. Price increases for such equipment and materials after the Audit Report(s) were issued may either result in a project price increase or a corresponding decrease in the project size.

#### 1.4 Other Terms and Conditions.

(a) Ameresco's receipt of an executed copy of this Audit Agreement shall serve as notification to Ameresco to proceed with the Energy Audit. Ameresco will thereafter promptly initiate the Work.

(b) In the event that the Owner decides not to implement the work proposed by Ameresco under the Energy Audit Report, the Owner agrees to not implement the work itself or through any other contractor for a period of two years. Ameresco does not assume responsibility to Owner for the anticipated energy savings projected in the Energy Audit Report if Owner selects another firm for the design and implementation of the energy conservation measures or chooses to implement the Work with its own forces.

(c) Owner hereby agrees to provide timely and complete access to all necessary property and energy consumption cost records for the three years preceding the commencement of Ameresco's services.

#### 1.5 Miscellaneous Terms and Conditions.

(a) This Audit Agreement is hereby executed as of the Effective Date, written above.

(b) The signatories hereto represent that they have been duly authorized to enter into to this Audit Agreement on behalf of the Party for whom they sign.

(c) The laws of the State of Arizona shall govern the interpretation and enforcement of the terms and conditions stated herein.

(d) This Audit Agreement may not be amended unless in writing signed by authorized representatives of both Parties.

(e) Neither Party may assign this Audit Agreement to another party without the prior written consent of the non-assigning Party, which will not be unreasonably withheld, delayed or conditioned. No un-consented-to assignment will be legally binding upon the non-assigning Party.

AMERESCO, INC.

By: \_\_\_\_\_  
Name:  
Title:

OWNER

By: \_\_\_\_\_  
Name: Brent Billingsley  
Title: Town Manager

ATTEST:

\_\_\_\_\_  
Lisa Garcia, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Clifford L. Mattice, Town Attorney

**SCHEDULE A  
FACILITIES LIST**

Anthem Fire Station
Aquatic Center
Street Lights
Police Evidence
Brunenkant Building
Silver King Marketplace
Community Development
Town Hall
Wells
North WWTP
South WWTP

	<b>TOWN OF FLORENCE COUNCIL ACTION FORM</b>	<b><u>AGENDA ITEM</u> 7b.</b>
<b>MEETING DATE:</b> September 21, 2020  <b>DEPARTMENT:</b> Administration  <b>STAFF PRESENTER:</b> Ben Bitter, Intergovernmental and Communications Manager  <b>SUBJECT:</b> APS Solar Communities Program		<input checked="" type="checkbox"/> <b>Action</b> <input type="checkbox"/> <b>Information Only</b> <input type="checkbox"/> <b>Public Hearing</b> <input type="checkbox"/> <b>Resolution</b> <input type="checkbox"/> <b>Ordinance</b> <input type="checkbox"/> <b>Regulatory</b> <input type="checkbox"/> <b>1<sup>st</sup> Reading</b> <input type="checkbox"/> <b>2<sup>nd</sup> Reading</b> <input type="checkbox"/> <b>Other</b>
<b>STRATEGIC PLAN REFERENCE:</b> <input checked="" type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnerships and Relationships <input type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Public Safety <input type="checkbox"/> Statutory <input type="checkbox"/> None		

**RECOMMENDED MOTION/ACTION:**

Staff recommends that the Town Council authorize the Town Manager to enter into an agreement with Arizona Public Service (APS), to participate in the APS Solar Communities Program.

**BACKGROUND/DISCUSSION:**

In 2018, the Town of Florence applied to enroll in the APS Solar Communities Program. The Program is designed to expand APS’ energy generation across Arizona by installing photovoltaic panels on property owned by rural governments. As a benefit, APS provides the service free of charge to the municipalities, and continues to own, operate, and maintain the structures throughout the course of the agreement. Additionally, the rural governments benefit by receiving a stipend each month.

In 2018, shortly after submitting our application for solar-covered parking at the Library and Community Center, the Town was informed that it was put on a wait list due to excess demand in the program. In July 2020, the Town received word that APS has now selected Florence to receive a PV system, due to the completeness of our submittal and APS’ availability of funding.

In addition to receiving the free solar PV system and covered parking, if the Town moves forward with the project, the Town will also receive a \$495 per month credit on its utility bill for the next twenty years.

Of note in the agreement, in Section 5, APS has requested an easement on the property to connect the panels to the transformer. Construction documents have not yet been drafted, and the attached schematic is a general estimate as to the ultimate design of the system. If Council approves this action tonight, the legal description for the final easement will be approved at a later date.

**A VOTE OF NO WOULD MEAN:**

The Town will not participate in the APS Solar Communities Program.

**A VOTE OF YES WOULD MEAN:**

The Town will enter into an agreement with APS to participate in the APS Solar Communities Program.

**FINANCIAL IMPACT:**

There is no cost to the Town. The Town will earn a \$495/month credit (\$5,940 per year) for allowing the structure on Town property. This credit will last the life of the project (or 20 years), for a grand total credit of \$118,800.

**ATTACHMENTS:**

APS Solar Communities Program Agreement  
Draft Schematic for Town of Florence Solar PV System



## APS Solar Communities Program Agreement Rural Government Municipality

This Agreement is entered into as of July 28, 2020, by and between Arizona Public Service Company, an Arizona corporation (“APS”), and Town of Florence, a rural government. APS and Town of Florence may be referred to herein individually as a “Party” and collectively as the “Parties.”

### RECITALS

- A. By Decision No. 76295 (August 2017), the ACC approved a program now known as the APS Solar Communities Program (the “Program”). APS is implementing the Program for utility-owned solar distributed generation on covered parking at the Town of Florence listed above.
- B. “System” is defined as a solar photovoltaic generation Facility.
- C. APS will install and, for a period of 20 years, own and operate Systems at the Town of Florence.
- D. Town of Florence desires to have a System installed on its property and will comply with the terms and conditions set forth below.
- E. “Rural Government” means rural Arizona incorporated cities and towns with populations of less than 150,000 not contiguous with or situated within a Metro Area.

The parties agree as follows:

- 1. APS will install an approximately 198 kW-ac System on property owned by Town of Florence and located at 778 N Main St. Florence, AZ 85132 (the “Property”). APS will own, operate and maintain the System.
- 2. APS will pay all costs associated with the installation, ownership, operation and maintenance of the System.
- 3. APS will install the lighting fixtures attached to the parking structure and will be responsible for the operation and maintenance of the lighting fixtures for the first 3 years. Town of Florence acknowledges, however, that APS’s inspection of the lighting fixtures will only occur once annually and that Town of Florence is responsible, during its routine maintenance of its property, for notifying APS if it observes that the lighting is off or not working. Following the 3 year period, Town of Florence shall be solely responsible for the installation, operation, and maintenance of the lighting fixtures.

4. Town of Florence desires to participate in the APS Solar Communities program and agrees to allow APS to install, own, operate and maintain the System at the Property for the purpose of generating electricity that will be delivered to the APS grid. Town of Florence agrees to reasonably cooperate with APS, APS's installer, and any subcontractor in order to facilitate timely installation of the System.
5. Town of Florence will grant APS a 20 year easement in the form attached to this agreement as Exhibit A, on the Property for the purpose of installing, owning, operating and maintaining a System.
6. In exchange for the installation of the System, for so long as this agreement is in effect, Town of Florence will receive a monthly incentive of \$495 for the participation in this Program.
7. The Parties agree that APS may need to disclose the information in connection with its regulatory filing or to otherwise satisfy its regulatory requirements. In the event that APS intends to disclose any of the Information to the ACC, or any employee, staff member, consultant, or agent thereof, it shall give Town of Florence prompt prior written notice of its intention so that Town of Florence may seek a protective order or other appropriate remedy. In the event that a protective order or other remedy is not obtained, Town of Florence waives APS' compliance with the terms hereof with respect to such Information. Nothing herein shall be deemed to permit Town of Florence to disclose the Information to the ACC, or any other party, unless such disclosure is otherwise permitted herein. The Parties understand and agree that Town of Florence is subject to Arizona's Public Records Law and Town of Florence may not keep information related to this Agreement confidential unless explicitly authorized by Arizona's Public Records Law.
8. This Agreement shall become effective upon execution by both Parties.
9. This Agreement is a binding contract. To the extent that either Party incurs any costs in connection with this Agreement or the subject matter hereof, such costs shall not be reimbursable by the other Party.
10. This Agreement is subject to cancellation for conflict of interest pursuant to A.R.S. § 38-511.
11. Either APS or the Town of Florence may terminate this agreement upon providing 90 days' advance written notice to the other party. Upon termination by either party, APS will remove the solar array at its cost. As of the effective date of the termination, APS will no longer pay the monthly incentive to the CUSTOMER and APS' easement shall terminate. Upon termination of the agreement, APS agrees to promptly execute all documentation necessary to terminate APS' easement.
12. All notices under this Agreement shall be provided to Parties as follows:
  - a. Town of Florence:
    - i. CUSTOMER REPRESENTATIVE
  - b. APS:

i. Devon Rood – [devon.rood@aps.com](mailto:devon.rood@aps.com)

13. This Agreement constitutes the entire agreement of the Parties with respect to its subject matter and supersedes all other oral or written representations.

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be executed by the respective authorized representatives as of the date first set forth above.

**ARIZONA PUBLIC SERVICE COMPANY      Town of Florence**

By: \_\_\_\_\_

By: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_  
Brent Billingsley, Town Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

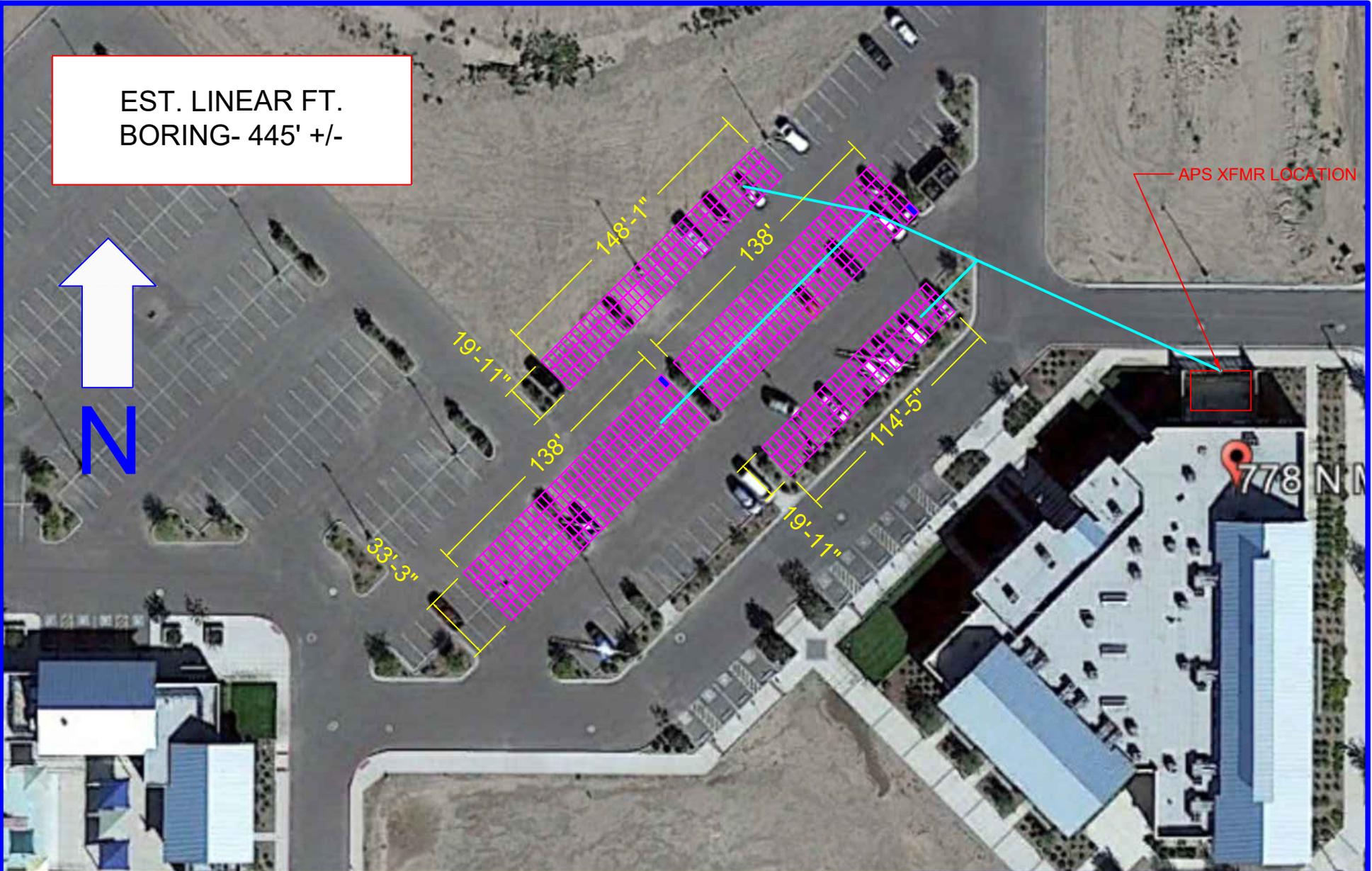
ATTEST:

\_\_\_\_\_  
Lisa Garcia, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Clifford L. Mattice, Town Attorney

EST. LINEAR FT.  
BORING- 445' +/-



TOWN OF FLORENCE  
778 N. MAIN ST  
FLORENCE, AZ 85132

PVSYST: 432,250 kWh  
SYSTEM SIZE: 240.75 kW (DC), 198.00 kW (AC)  
MODULES: (642) REC 375TP2SM72 375W  
1000V DC SYSTEM, 277/480V AC SYSTEM

Company: Sun Valley Solar Solutions LLC

Modules: (642) x REC 375TP2SM72 375W (10°)

240.75 kW DC System  
Inverters: (5) SMA SUNNY TRIPOWER 30000TL-US 198.00 kW AC System  
(2) SMA SUNNY TRIPOWER 24000TL-US

Drawn By: MARK AUSDAHL

7/27/2020

SCALE: 1/64" = 1'-0"

Drawing: 2

Site Plan

Related Drawings: 1

	<b>TOWN OF FLORENCE COUNCIL ACTION FORM</b>	<b><u>AGENDA ITEM</u></b> <b>7c.</b>
<b>MEETING DATE:</b> September 21, 2020  <b>DEPARTMENT:</b> Administration  <b>STAFF PRESENTER:</b> Brent Billingsley, Town Manager  <b>SUBJECT:</b> Resolution No. 1749-20: WIFA Drinking Water Financing Authorization		<input checked="" type="checkbox"/> <b>Action</b> <input type="checkbox"/> <b>Information Only</b> <input type="checkbox"/> <b>Public Hearing</b> <input checked="" type="checkbox"/> <b>Resolution</b> <input type="checkbox"/> <b>Ordinance</b> <input type="checkbox"/> <b>Regulatory</b> <input type="checkbox"/> <b>1<sup>st</sup> Reading</b> <input type="checkbox"/> <b>2<sup>nd</sup> Reading</b> <input type="checkbox"/> <b>Other</b>
<b>STRATEGIC PLAN REFERENCE:</b> <input type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnership and Relationships <input checked="" type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Public Safety <input type="checkbox"/> Statutory <input type="checkbox"/> None		

**RECOMMENDED MOTION/ACTION:**

Adoption of Resolution No. 1749-20: A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, TO AUTHORIZE THE APPLICATION FOR A DRINKING WATER PROJECT LOAN FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA.

**BACKGROUND/DISCUSSION:**

Resolution No. 1749-20 will authorize the Town Manager to pursue financial assistance from the Water Infrastructure Finance Authority of Arizona in an amount not to exceed \$9,100,000 for Drinking Water Capital Improvement Projects.

The Water Infrastructure Finance Authority of Arizona (WIFA) operates as a "bond bank" and can issue water quality bonds for water infrastructure. Their diverse borrower portfolio and AAA credit rating allow them to pass the savings to borrowers. WIFA never charges application fees, closing costs, or origination fees. All loans receive a discounted interest rate, lowering the borrower's interest costs to between 70 and 95% of WIFA's tax-exempt cost of borrowing.

The Drinking Water Program helps public and private water systems across Arizona provide a permanent, independent source of low-cost financing. Under the Drinking Water Program, WIFA provides various types of assistance, including loans, technical assistance, and forgivable principal. Loan terms vary and may include an interest rate discount and repayment periods of up to 30 years.

In 2019, WIFA made some changes to the Drinking Water forgivable principal offerings. These changes expanded the eligibility criteria for borrowers to receive Forgivable Principal. Forgivable principle is essentially a grant that reduces the balance of the financing principal.

Town Staff has identified five potential projects for WIFA financing:

1. Advanced Metering Infrastructure: \$1,630,000
2. Five Parks Water Transmission Main: \$2,500,000
3. North Florence Backup Well and 1,000,000 storage tank: \$2,300,000
4. North Florence System Transmission Main: \$2,420,000
5. Well #5 Refitting/zonal packing: \$250,000

The Town currently has no debt in the Water Enterprise Fund.

Passing the Authorization Resolution is required to apply for WIFA financing. If approved, project applications are due Oct 23, in order to be placed on the agenda for the December 17, 2020, WIFA Board meeting.

**A VOTE OF NO WOULD MEAN:**

Town staff would not pursue WIFA financing for Drinking Water projects.

**A VOTE OF YES WOULD MEAN:**

Town staff would submit financing applications to WIFA for infrastructure financing and forgivable principal.

**FINANCIAL IMPACT:**

None at this time. If successful, staff would come back to Council in the future for consideration of financing agreements with WIFA.

**ATTACHMENTS:**

Resolution No. 1749-20

**RESOLUTION NO. 1749-20**

**A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, TO AUTHORIZE THE APPLICATION FOR A DRINKING WATER PROJECT LOAN FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA.**

**WHEREAS**, the Town of Florence, of Pinal County, has identified a need for a drinking water capital improvement project; and

**WHEREAS**, pursuant to Arizona Revised Statutes §9-571, the Town of Florence may obligate the revenues generated by its [water] system to repay a loan from the Water Infrastructure Finance Authority of Arizona; and

**WHEREAS**, the Town of Florence, of Pinal County, certifies that the population of the community is under 150,000 in population as of the most recent U.S. Census data; and

**WHEREAS**, the Town of Florence population at the time of this request is 27,422, which meets the requirement under A.R.S. § 9-571; and

**WHEREAS**, it is in the Town of Florence's best interest to pursue and apply for financial assistance from the Water Infrastructure Finance Authority of Arizona of an amount not to exceed Nine Million, One Hundred Thousand dollars for Drinking Water Capital Improvement Projects.

**NOW, THEREFORE, BE IT RESOLVED** by the Town of Florence, Pinal County, Arizona as follows:

Section 1. The Mayor, Council, Town Manager, Finance Director, and Public Works Director, of the Town of Florence, is hereby authorized to apply for Drinking Water Capital Improvement financial assistance from the Water Infrastructure Finance Authority of Arizona.

Section 2. The Mayor, Council, Town Manager, Finance Director and Public Works Director, are each authorized to take such actions as are necessary to apply for financial assistance in an amount not to exceed \$9,100,000.00 payable from revenues of the water system.

Section 3. All actions of the officers and agents of the Town of Florence which conform to the purposes and intent of this resolution and which further the completion of the application as contemplated by this resolution, whether heretofore or hereafter taken, are hereby ratified, confirmed and approved. The proper officers and agents of the Town of Florence are hereby authorized and directed to do all such acts and things and to execute and deliver all such application documents on behalf of the Town of Florence as may be necessary to carry out the terms and intent of this resolution.

**PASSED AND ADOPTED** this 21<sup>st</sup> day of September 2020.

\_\_\_\_\_  
Tara Walter, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Lisa Garcia, Town Clerk

\_\_\_\_\_  
Clifford L. Mattice, Town Attorney

	<b>TOWN OF FLORENCE COUNCIL ACTION FORM</b>	<b><u>AGENDA ITEM</u></b> <b>7d.</b>
<b>MEETING DATE:</b> September 21, 2020  <b>DEPARTMENT:</b> Administration  <b>STAFF PRESENTER:</b> Brent Billingsley, Town Manager  <b>SUBJECT:</b> Resolution No. 1750-20: WIFA Clean Water Financing Authorization		<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1 <sup>st</sup> Reading <input type="checkbox"/> 2 <sup>nd</sup> Reading <input type="checkbox"/> Other
<b>STRATEGIC PLAN REFERENCE:</b> <input type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnership and Relationships <input checked="" type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Public Safety <input type="checkbox"/> Statutory <input type="checkbox"/> None		

**RECOMMENDED MOTION/ACTION:**

Adoption of Resolution No. 1950-20: A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, TO AUTHORIZE THE APPLICATION FOR A WASTEWATER PROJECT LOAN FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA.

**BACKGROUND/DISCUSSION:**

Resolution No. 1750-20 would authorize the Town Manager to pursue financial assistance from the Water Infrastructure Finance Authority of Arizona in an amount not to exceed \$5,100,000 for Clean Water Capital Improvement Projects.

The Water Infrastructure Finance Authority of Arizona (WIFA) operates as a "bond bank" and can issue water quality bonds for water infrastructure. Their diverse borrower portfolio and AAA credit rating allow them to pass the savings to borrowers. WIFA never charges application fees, closing costs, or origination fees. All loans receive a discounted interest rate, lowering the borrower's interest costs to between 70 and 95% of WIFA's tax-exempt cost of borrowing.

The Clean Water Program helps public and private wastewater systems across Arizona provide a permanent, independent source of low-cost financing. Under the Clean Water Program, WIFA provides various types of assistance, including loans, technical assistance, and forgivable principal. Loan terms vary and may include an interest rate discount and repayment periods of up to 30 years.

In 2019, WIFA made some changes to the Clean Water forgivable principal offerings. These changes expanded the eligibility criteria for borrowers to receive Forgivable Principal. Forgivable principle is essentially a grant that reduces the balance of the financing principal.

Town Staff has identified four potential projects for WIFA financing:

1. SBR aeration/mixing redesign and retrofit: \$2,000,000
2. SWWTP headworks improvements: \$1,750,000
3. Main Street sewer main replacement: \$1,000,000
4. Expand recharge facility capacity: \$350,000

The Town currently has \$2,438,058 of debt from a 2010 WIFA financing agreement.

Passing the Authorization Resolution is required to apply for WIFA financing. If approved, project applications are due Oct 23, in order to be placed on the agenda for the Dec 17 WIFA Board meeting.

**A VOTE OF NO WOULD MEAN:**

Town staff would not pursue WIFA financing for Clean Water projects.

**A VOTE OF YES WOULD MEAN:**

Town staff would submit financing applications to WIFA for infrastructure financing and forgivable principal.

**FINANCIAL IMPACT:**

None at this time. If successful, staff would come back to Council in the future for consideration of financing agreements with WIFA.

**ATTACHMENTS:**

Resolution No. 1750-20

**RESOLUTION NO. 1750-20**

**A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, TO AUTHORIZE THE APPLICATION FOR A WASTEWATER PROJECT LOAN FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA.**

**WHEREAS**, the Town of Florence of Pinal County has identified a need for a wastewater capital improvement project; and

**WHEREAS**, pursuant to Arizona Revised Statutes §9-571, the Town of Florence may obligate the revenues generated by its [wastewater] system to repay a loan from the Water Infrastructure Finance Authority of Arizona; and

**WHEREAS**, the Town of Florence of Pinal County certifies that the population of the community is under 150,000 in population as of the most recent U.S. Census data; and

**WHEREAS**, the Town of Florence population at the time of this request is 27,422, which meets the requirement under A.R.S. § 9-571; and

**WHEREAS**, it is in the Town of Florence's best interest to pursue and apply for financial assistance from the Water Infrastructure Finance Authority of Arizona of an amount not to exceed Five Million One Hundred Thousand dollars for Wastewater Capital Improvement Projects.

**NOW, THEREFORE, BE IT RESOLVED** by the Town of Florence, Pinal County, Arizona as follows:

Section 1. The Mayor, Council, Town Manager, Finance Director, and Public Works Director, of the Town of Florence is hereby authorized to apply for Wastewater Capital Improvement financial assistance from the Water Infrastructure Finance Authority of Arizona.

Section 2. The Mayor, Council, Town Manager, Finance Director and Public Works Director, are each authorized to take such actions as are necessary to apply for financial assistance in an amount not to exceed \$5,100,000.00 payable from revenues of the wastewater system.

Section 3. All actions of the officers and agents of the Town of Florence which conform to the purposes and intent of this resolution and which further the completion of the application as contemplated by this resolution, whether heretofore or hereafter taken, are hereby ratified, confirmed and approved. The proper officers and agents of the Town of Florence are hereby authorized and directed to do all such acts and things and to execute and deliver all such application documents on behalf of the Town of Florence as may be necessary to carry out the terms and intent of this resolution.

**PASSED AND ADOPTED** this 21<sup>st</sup> day of September 2020.

\_\_\_\_\_  
Tara Walter, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Lisa Garcia, Town Clerk

\_\_\_\_\_  
Clifford L. Mattice, Town Attorney