



**Regular and Possible Executive Session
Queen Creek Town Council**

Community Chambers, 20727 E. Civic Parkway

April 15, 2020

5:30 PM

1. Call to Order:

2. Roll Call: (Members of the Town Council may attend electronically and/or telephonically)

Gail Barney	Mayor	Present
Julia Wheatley	Vice Mayor	Present
Robin Benning	Council Member	Present via WebEx
Jeff Brown	Council Member	Present via WebEx
Jake Hoffman	Council Member	Present
Dawn Oliphant	Council Member	Present via WebEx
Emilena Turley	Council Member	Absent

3. Pledge of Allegiance:

Led by Mayor Barney.

4. Invocation/Moment of Silence:

A moment of silence for all the men and women in uniform that ensure a safe place to live. This includes the Queen Creek Fire and Medical department, all the local MCSO officers, and the public safety dispatchers who work tirelessly to serve as a vital link between our community and fire, medical, and law enforcement. Thank you for always answering the call.

5. Ceremonial Matters (Presentations, Proclamations, Awards, Guest Introductions and Announcements):

A. Citizen Leadership Institute Graduation

The Mayor described the Citizen Leadership Institute as a program that gives citizens a change to learn about the various functions of the departments that are necessary to run a successful municipality. He recognized Debra Kuffner and the Town's Communications, Marketing and Recreation team's hard work to ensure students have a full, rewarding and informative experience. The Mayor noted that although the Citizen Leaders could not be present, the Town recognizes and thanks them for their participation and on behalf of the Council, wished each graduate the best in their future endeavors. See attachment for graduate list.

B. Proclamation: Week of the Young Child (April 11-17, 2020)

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The proclamation for Week of the Young Child is an opportunity to focus public attention on the needs of young Arizona children and their families and was read by Mayor Barney.

C. Proclamation: National Public Safety Telecommunicators Week (April 12-18, 2020)

The proclamation for National Public Safety Telecommunicators Week is an opportunity to recognize and thank our public safety dispatchers for always answering the call and keeping our fire, medical and law enforcement safe; read by Mayor Barney.

6. Committee Reports:

A. Council summary reports on meetings and/or conferences attended. This may include but is not limited to Phoenix-Mesa Gateway Airport; MAG; East Valley Partnership; CAG. The Council will not propose, discuss, deliberate or take legal action on any matter in the summary unless the specific matter is properly noticed for legal action.

See attached report. Councilman Hoffman noted that he was present for the White House COVID-19 Briefings with Local Government on April 8 and April 15.

B. Committee and outside agency reports (only as scheduled)

1. None.

7. Public Comments: *Members of the public may address the Town Council on items not on the printed agenda and during Public Hearings. Please address the Town Council by sending an email to PublicComment@queencreek.org by 6:30 p.m. on April 15, 2020 (limited to 500 words – identify your name, address and whether you wish your comment to be read at the meeting or just submitted as part of the written record). The Town Council may not discuss or take action on any issue raised during public comment until a later meeting. Speakers are limited to three (3) minutes each. Only one comment (either by email or by WebEx) per person per Agenda Item will be allowed and comments without identifying name and address will not be read or submitted as part of the written record.*

The Mayor invoked his privilege as Chair and moved the Executive Session (Item 8) to the end of the Agenda.

9. Consent Agenda: *Matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion and one vote. Members of the Town Council and or staff may comment on any item without removing it from the Consent Agenda or remove any item for separate discussion and consideration.*

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MOTION:	To approve the Consent Agenda
RESULT:	Adopted unanimously (6-0)
MOVER:	Jake Hoffman, Council Member
SECONDER:	Julia Wheatley, Vice Mayor
AYES:	Barney, Wheatley, Benning, Brown, Hoffman, Oliphant
ABSENT:	Turley

- A. Consideration and possible approval of Expenditures over \$25,000. (FY20 Budgeted Items)
 - 1. East Valley Wellness Center LLC - Medical Exams for Fire Personnel: \$40,000 (Fire & Medical)
 - 2. L.N. Curtis & Sons - Emergency Allied Equipment to outfit the newly purchased fire apparatus: \$161,355 (Fire & Medical)
- B. Consideration and possible approval of an On-Call Project Order with Sunrise Engineering for engineering services for the Schnepf Road Waterline from Chandler Heights to Combs Road (WA250) in an amount not to exceed \$151,525; and necessary budget adjustments.
- C. Consideration and possible approval of a Cooperative Purchase Agreement with Southwest Waterworks Contractors in an amount not to exceed \$1,000,000 annually for as needed services for Well and Booster Equipment Maintenance and Repairs per the City of Scottsdale Contract #19RP028; FY 20 budgeted item.
- D. Consideration and Possible Approval of a Cooperative Purchasing Agreement with AJP Electric through Maricopa County Job Order Contract No. 16060 and Work Order #1 for Traffic Signal Improvements along the Ironwood Improvement Project (A2220) in an amount not to exceed \$473,765. (FY19/20 Budgeted Item)
- E. Consideration and Possible Approval of an Intergovernmental Agreement between the Town of Queen Creek and Pinal County for the improvements to Gary Road.
- F. Consideration and possible approval of the "Final Plats" for Shea Homes at Johnson Farms Parcels 4B, 4C & 4C-HD, and 6D, a request by Trilogy Encanterra Construction LLC.
- G. Consideration and possible approval of the "Final Plat" of QC Commons, a request by Riggs Ellsworth 40 LLC & JWN Riggs 40 LLC.

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- H. Consideration and possible approval of Resolution 1340-20 of the Mayor and common Council of the Town of Queen Creek, Arizona declaring that certain right-of-way located within the Town of Queen Creek and described as a portion of Domingo Road right-of-way is no longer necessary for public use as a roadway; and vacating said right-of-way abandoned, subject to reservation of a public use easement.
- I. Consideration and possible approval of the March 4, 2020 and March 18, 2020 Regular Session Minutes.

10. Items for Discussion: *These items are for Town Council discussion only and no action will be taken. In general, no public comment will be taken.*

- A. Discussion and update on FY 20-21 budget.

Town Manager John Kross prefaced the presentation of the FY20-21 Budget by noting the uncertainties regarding COVID-19 and the substantial downward pressure it is having on revenues, requiring staff to once again define critical essential services to the community and do our best to present a budget that preserves the CIP, transportation program, elements of public safety program and utilities.

Finance Director Scott McCarty discussed the Town's approach and process in addressing the financial impacts of COVID-19 on the Town Manager's recommended FY20-21 budget. He noted that the financial impacts are tied to the severity and duration of the health crisis, and that the consumer confidence is strongly tied to the labor pool. The uncertainty creates hesitation to spend money and described the three types of recovery that visually appear as a short "v", medium "u" or long "nike swoosh".

Scott noted that there is a lack of information due to the unprecedented environment everyone is experiencing. He ensured the Council that processes, and methods are in place to measure activity timely and adjust accordingly as we continue through the year, and the impacts will vary by sector, i.e. retail, food services, tourism, entertainment. Queen Creek is focused on the various sectors and believe they will rebound differently. Scott indicated that whatever federal stimulus come out, it is critical, and the Town must look ahead by a year when thinking of long-term decisions.

The State financial perspective is that the environment is highly unpredictable. The pandemic will have implications until at least end of FY21. The Joint Legislative Budget Committee reports an FY21 shortfall of \$1.1B but could vary by \$500M in either direction.

The Town's perspective is that all categories of revenues and expenditure are under review and prioritized. Restaurants and bars make up ~15 percent of the sales tax and this will be down substantially, perhaps as much as 50% for FY21. General Retail sales and construction sales taxes will also be impacted, and figures will be revised downward,

including corresponding fees paid for building reviews and services. Staff is finalizing scenarios that will give the Council options throughout the fiscal year to adequately make timely adjustments depending on the length of the "economic sudden stop."

Scott indicated that there is no plan to use any of the \$21M in reserve to mitigate revenue reductions; however, depending on the duration and severity, it could be brought back to Council for further discussion/action. He noted that Public safety and transportation remain a town council priority and the FY20/21 budget will include the creation of a Police Department, the build of two new fire stations, a rebuild of one station and resource center; and will continue with the 10-yr transportation plan. There will be a re-balance of the 5-yr operating budget plan (not just in FY20/21). Staff is doing everything possible to protect the existing essential service levels and to identify expense reductions that directly correlate to revenue reductions.

Scott discussed efforts to develop multiple expense reduction packages based on severity and duration of revenue loss requiring Council direction to implement how staff navigates through it; conversations to begin late summer/early fall. Process matters, we need to monitor, report, discuss and reconcile in order to have some indication every 30-days of how things are.

Scott concluded the presentation with an outline of the key budget dates. The Mayor and Council expressed their appreciation for staff's proactive thinking and action.

B. Discussion and update on Town activities pertaining to the Coronavirus COVID-19 Pandemic.

Relative to the management and response to the pandemic, Town Manager Kross gave an overview of significant dates. On March 16th, the Joint Information Center (JIC) was activated as part of the Emergency Operations Center and continues to meet daily, with direction from the State Emergency Operations Center (EOC). On March 18th, the Mayor and Town Council approved a proclamation declaring a local emergency. On March 19th, the lobby to the Municipal Services Building closed to the public. On April 4th, park amenities that made it difficult to socially distance were closed.

Currently, there's no indication to fully activate the EOC. The EOC Plan adopted in 2007, has a provision requiring all departments to have a Continuity of Operations Plan (COOP) to ensure critical and essential services remain intact as best as possible.

Town Manager Kross noted the JIC's activity with local, regional state, federal and other COVID-19 related meetings/groups; continuity of business operations; business outreach and assistance efforts in navigating through various available programs; and continuous communication by the Town to issue accurate and timely information to the community by trusted resources.

Fire Chief Vance Gray is the lead of the JIC and provided a brief overview of the Emergency Operations Plan, which provides the direction / guidance for handling any size of events and the impacts to the community. The EOP also outlines 12 specific events that can have a direct impact to the Town. The EOC is embedded within the EOP, and Town Manager Kross is the EOC Director and Emergency Management Coordinator Joe LaFortune assists the EOC Director. To date, JIC members have attended (21) various meetings at the local, regional, federal and otherwise to gather information and implement what's possible during this pandemic.

Economic Development Director Doreen Cott shared what Economic Development has been doing regarding business outreach and assistance efforts. An action plan with objectives were developed to stay connected with local business and provide them with necessary resources to assist.

Communications, Marketing and Receptions Director Marnie Schubert noted the daily updates to staff and Council provided by the Town Manager. She noted the development of a dedicated web page (www.queencreek.org/covid-19) for everything related to COVID-19 and is updated daily. To date, there have been 2,400 unique views. Staff has issued eight COVID-19 releases with a 31% open rate indicating resident's interest in information. Town communication will continue across all social media channels with two campaigns engaging the community and an employee spotlight to show the community that the Town continues to run.

The Mayor and Council expressed their appreciation for the update and staff's efforts.

- 11. Public Hearing Consent Agenda:** *Matters listed under the Public Hearing Consent Agenda are considered to be routine and will be enacted by one motion and one vote. Please address the Town Council on any of the items on the Public Hearing Consent Agenda by sending an email to PublicComment@queencreek.org (limited to 500 words – identify your name, address and whether you wish your comment to be read at the meeting or just submitted as part of the written record) or by WebEx (instructions at QueenCreek.org/WatchMeetings). Speakers are limited to three (3) minutes each. Only one comment (either by email or by WebEx) per person per Agenda Item will be allowed and comments without identifying name and address will not be read or submitted as part of the written record.*

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MOTION:	To approve the Public Hearing Consent Agenda
RESULT:	Adopted unanimously (6-0)
MOVER:	Julia Wheatley, Vice Mayor
SECONDER:	Jake Hoffman, Council Member
AYES:	Barney, Wheatley, Benning, Brown, Hoffman, Oliphant
ABSENT:	Turley

- A. Public Hearing and possible approval of a Series 10 Beer and Wine Store license application submitted by Andrea Dahlman Lewkowitz on behalf of Trader Joe's #286, 21186 S. Ellsworth Loop Road, Queen Creek (Queen Creek Marketplace).
- B. Public hearing for "Schnepf Farms Annexation", Case P19-0218, a proposed annexation of multiple parcels totaling approximately 99 acres, located at the northwest corner of Riggs and Rittenhouse Roads

12. Public Hearings: *If you wish to speak to the Town Council on any of the items listed as a Public Hearing, please address the Town Council by sending an email to PublicComment@queencreek.org (limited to 500 words – identify your name, address and whether you wish your comment to be read at the meeting or just submitted as part of the written record) or by WebEx (instructions at QueenCreek.org/WatchMeetings). Speakers are limited to three (3) minutes each. Only one comment (either by email or by WebEx) per person per Agenda Item will be allowed and comments without identifying name and address will not be read or submitted as part of the written record.*

A. None.

13. Final Action: *If you wish to speak to the Town Council on any of the items listed under Final Action, please address the Town Council by sending an email to PublicComment@queencreek.org (limited to 500 words – identify your name, address and whether you wish your comment to be read at the meeting or just submitted as part of the written record) or by WebEx (instructions at QueenCreek.org/WatchMeetings). Speakers are limited to three (3) minutes each. Only one comment (either by email or by WebEx) per person per Agenda Item will be allowed and comments without identifying name and address will not be read or submitted as part of the written record.*

A. None.

8. Motion to Adjourn into Executive Session (to be held in the Ironwood Conference Room in the Community Chambers Building) for the following purposes):

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MOTION:	To adjourn into Executive Session at 6:55 p.m.
RESULT:	Adopted unanimously (6-0)
MOVER:	Robin Benning, Council Member
SECONDER:	Jake Hoffman, Council Member
AYES:	Barney, Wheatley, Benning, Brown, Hoffman, Oliphant
ABSENT:	Turley

- A. Discussion and consultation with the Town's attorney for legal advice and with the Town's representatives regarding the Arizona Corporation Commission actions related to Johnson Utilities. A.R.S. 38-431.03(A)(3) & (4)
- B. Discussion and consultation with the Town's attorney for legal advice and with the Town's attorney and Town's representatives regarding potential water rights agreements. A.R.S. 38-431.03(A)(3) & (4)
- C. Discussion and consultation with the Town's attorney for legal advice and with the Town's representatives regarding annexations and providing utility services. A.R.S. 38-431.03(A)(3) & (4)
- D. Discussion and consultation with the Town's attorney for legal advice and with the Town's attorney and Town's representatives regarding a potential pre-annexation agreement regarding the Empire Point development. A.R.S. 38-431.03(A)(3) & (4)
- E. Discussion and consultation with the Town's attorney for legal advice and with the Town's attorney and Town's representatives to consider the Town's position and instruct its attorneys regarding a pending lawsuit: Encanterra Residents Against Annexation vs. Town of Queen Creek. A.R.S. 38-431.03(A)(3) & (4)
- F. Discussion and consultation and with the Town's attorney for legal advice and with the Town's attorney and Town representatives and/or consideration regarding employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of the public body. This is regarding the selection and employment or appointment of a Chief of Police. A.R.S. 38-431.03(A)(1) and (3).

14. Adjournment

The Regular Session reconvened and adjourned at 7:59 p.m.

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TOWN OF QUEEN CREEK



Gail Barney, Mayor

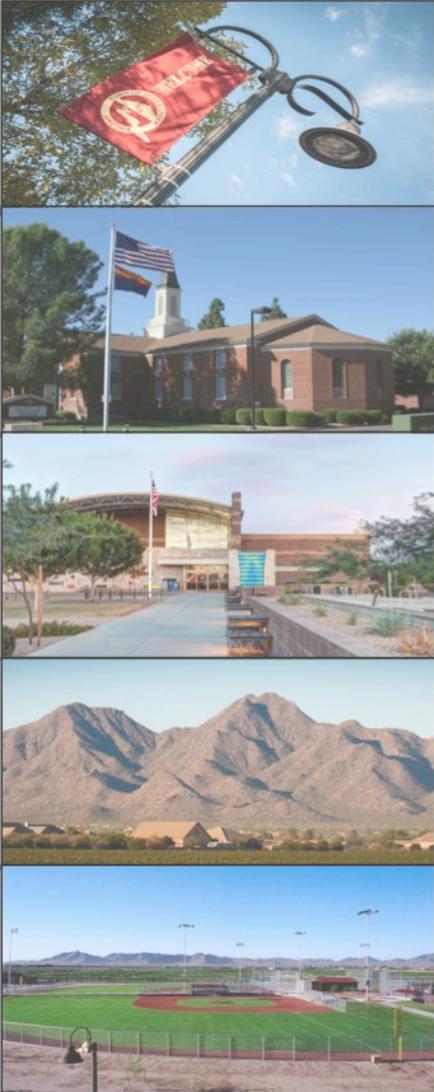
ATTEST:



Maria E. Gonzalez, Town Clerk

I, Maria E. Gonzalez, do hereby certify that to the best of my knowledge and belief, the foregoing Minutes are a true and correct copy of the Minutes of the April 15, 2020 Regular Session of the Queen Creek Town Council. I further certify that the meeting was duly called and that a quorum was present.

Passed and approved on May 20, 2020.



Council Committee Reports (1)

- 04/02 – Governor's Office Mayors COVID-19 Update (Barney)
- 04/02 – Conference Call with Senator Sinema (Barney)
- 04/02 – Maricopa County Public Health COVID-19 Update Call for Municipal Leadership (Benning, Brown, Oliphant, Wheatley)
- 04/03 – RLG (Virtual) Power Lunch - The New Economy (Brown)
- 04/08 – White House COVID-19 Briefing with Local Government Officials (Barney, Brown)
- 04/08 – University of Arizona COVID-19 Response Telephone Town Hall (Brown)
- 04/09 – GPEC – Regional Report: Global Supply Chain (Brown)
- 04/09 – Governor's Office Mayors COVID-19 Update (Barney)
- 04/09 – Conference Call with Congressman Gosar (Barney)
- 04/09 – Maricopa County Public Health COVID-19 Update Call for Municipal Leadership (Benning, Brown, Oliphant, Wheatley)



Council Committee Reports (2)

- 04/09 – Conference call with Senator Sinema (Barney)
- 04/10 – RLG – The New (Virtual) Power Lunch - The New Economy E4 (Brown)
- 04/13 – Governor's Office Mayors COVID-19 Daily Update (Barney)
- 04/13 – MAG Regional Council Executive Committee Meeting (Barney)
- 04/15 – White House COVID-19 Briefing with Local Government Officials (Barney, Brown)