



**MEETING MINUTES
WORK STUDY SESSION
QUEEN CREEK PLANNING & ZONING COMMISSION
QUEEN CREEK COMMUNITY CHAMBERS
20727 E. CIVIC PARKWAY
JULY 8, 2020
IMMEDIATELY FOLLOWING THE 6:00PM REGULAR SESSION**

Following the recommendations from the CDC to help slow the spread of COVID-19, attendance at the Planning Commission meeting is limited to members of the Planning Commission and necessary Town Staff. Some members of the Planning Commission and staff may attend electronically. Others may attend, including the public and media, by accessing and listening to the Planning Commission meeting online at <https://www.queencreek.org/town-hall/town-council/watch-town-council-meetings> and following the instructions on that webpage.

1. Call to Order

The meeting was called to order at 6:57PM.

2. Roll Call (one or more members of the Commission may participate by telephone)

Commissioners in attendance: Smith, Gillette, Spall, Young, and Matheson.

ITEMS FOR DISCUSSION

3. Rittenhouse Road Closure (Troy White, Public Works Director)

Troy White, Public Works Director, introduced himself and began discussing updates related to the Rittenhouse Road closure. Mr. White outlined how the road was originally closed down to allow rebuilding of the bridge over the Queen Creek Wash, with a reopening planned for mid-July. Mr. White stated the road opening will be pushed out, and detailed the extent of the closures and current project status. Mr. White explained how there will be another closure for slabbing to occur on Cloud Road where it meets at Rittenhouse Road near the early part of August, and then in early September to do a waterline pour under the rail spur. Mr. White also discussed that in August, Union Pacific Rail Road requested to close Rittenhouse Road to do their portion of work earlier than initially scheduled.

Mr. White noted the substantial completion date is set to be done prior to the holiday season this year, which the Town is excited about to maintain levels of service during the busier months. Mr. White explained how current traffic counts are down with the circumstances of COVID-19, and the ways the Town has been taking advantage of the lower traffic volumes with such projects. Mr. White mentioned how Mr. Schnepf (Schnepf Farms) and Mr. Rae (Queen Creek Olive Mill) were also pleased with the project's timeline for completion, as the holidays are important when it comes to the economic stimulus and activity near the road being improved.

Mr. White concluded his presentation and thanked the Planning Commission, before opening for questions.

Commissioner Smith asked what would be happening during the interim between when the work is completed near the end of August and the substantial completion date in October? Mr. White responded stating during this time the attention would be turned to improvements north of the bridge to provide an overlay so the adjacent roadway is an all-new surface up to the intersection at Cloud and Rittenhouse Roads.

Commissioner Smith asked how reliable Union Pacific Rail Road would be in completing the job as they've locked it in? Mr. White stated the rail road company is generally good at keeping the completion date realistic, and that they have to make their arrangements ahead of time to ensure their staff is in state and accommodated.

4. Budget Overview (Dan Olsen, Deputy Finance Director)

Dan Olsen, Deputy Finance Director, introduced himself and thanked the Commissioners for the opportunity to present. Mr. Olsen began by outlining the general breakdown of the current budget, highlighting where certain areas of the overall budget are allocated.

Commissioner Smith asked how house permits play into the fiscal budget? Mr. Olsen responded by stating as the Town's population grows, the permit revenue also increases in addition to the stimulus that incoming commercial development contributes to.

Mr. Olsen noted that 71% of the Town's budget is dedicated to infrastructure, which is due to the fact that the Town is currently conducting many improvement projects. Mr. Olsen explained the cost allocations according to a chart that identified where the budget breakdowns can be seen. Mr. Olsen continued on to discuss state share revenues, stating it was higher for the Town this year as opposed to last. Mr. Olsen mentioned how the property tax for Queen Creek was recently decreased this year, due to Council's reduction of the previous levy.

Mr. Olsen briefly detailed the Town's SLID budget, and how it works to cover maintenance of street lights. Mr. Olsen reported the Town purchased all of its street lights from SRP as of last year, and provided information as to how this translates to a slight tax break for those located within a designated SLID area.

Mr. Olsen finished his presentation by providing a more in-depth summary of the infrastructure breakdown mentioned earlier, and then discussed how the Police Reserve, COVID Reserve, and Pension Funding have been adapted due to the current circumstances. Mr. Olsen concluded his presentation by thanking the Planning Commission again and opening for any follow up questions.

Commissioner Spall asked when was the budget revised? Mr. Olsen stated the budget was last revised on March 18th of 2020. Mr. Olsen further clarified this is language-specific, meaning the most recent date when the budget is adjusted is considered as its latest revision.

Commissioner Smith asked with regards to the infrastructure, are any of the improvements creating debt or is the budget in balance? Mr. Olsen replied that much of the infrastructure-related costs are funded through the sale of bonds, as well as developer-paid impact fees.

Commissioner Smith asked what the comparisons of debt to incoming projects and their impact fees currently were? Mr. Olsen stated while impact fees contribute to the Town's overall revenue to offset some of the debt being discussed, the bonds allow for certain projects to occur that result in developers funding the improvements rather than the Town.

ADMINISTRATIVE ITEMS

5. Recent activity update.

None.

6. Summary of Events from members of the Commission and staff. The Commission may not deliberate or take action on any matter in the “summary” unless the specific matter is properly noticed on the Regular Session agenda.

Prior to adjournment, Erik Swanson, Interim Planning Administrator, informed the Commissioners that the next Planning Commission meeting is scheduled for August 12th, 2020.

7. Adjournment

Motion to adjourn at 7:27PM:

1st: Spall

2nd: Matheson

Vote: 5-0

Town of Queen Creek Planning & Zoning Commission

Alex Matheson, Chairman

ATTEST: _____
Steven Ester, Planner I

I, Steven Ester, do hereby certify that, to the best of my knowledge and belief, the forgoing Minutes are a true and correct copy of the Minutes of the July 8, 2020 Work Study Session of the Queen Creek Planning and Zoning Commission. I further certify that the meeting was duly called and that a quorum was present.

Steven Ester, Planner I

Passed and approved on August 12, 2020.