



Minutes
Town Council Regular Session
Community Chambers, 20727 E. Civic Parkway
Wednesday, February 1, 2023
6:30 PM

1) Call to Order:

The Regular Session was called to order at 6:41 p.m.

2) Roll Call:

PRESENT:

Julia Wheatley, Mayor
Jeff Brown, Vice Mayor
Robin Benning, Council Member
Leah Martineau, Council Member
Bryan McClure, Council Member
Dawn Oliphant, Council Member
Travis Padilla, Council Member

3) Pledge of Allegiance:

Led by Council Member Benning.

4) Invocation/Moment of Silence:

Invocation provided by Philip Stowell, Fire Department Chaplain.

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

5.A) Proclamation - Go Red for Women Month

Council Member Oliphant read the proclamation recognizing Go Red for Women Month bringing awareness to women's heart health.

5.B) Proclamation - Black History Month

Vice Mayor Brown read the proclamation for Black History Month honoring the accomplishments made by African Americans. Council presented the proclamation to Paula Fuller, Chair of the Black Heritage Connection.

5.C) Proclamation - International Mother Language Day (February 21, 2023).

Council Member Benning read the proclamation commemorating the multi-cultural diversity of all languages used by people throughout the world.

5.D) Recognition of the NIBRS certification for the Queen Creek Police Department.

Police Chief Randy Brice recognized the accomplishments and teamwork of his staff and celebrated the National Incident-Based Reporting System (NIBRS) certification earned by the Queen Creek Police Department. Chief Brice congratulated Robyn Hall, Benjamin Lau, Mallory Withers, Miriam Cantu, Liana Magda, Jaclyn Thurmond and Dan Ruth on this achievement.

6) Committee Reports:

6.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.

02-01-23 Committee Report 

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

Economic Development Commission (January 25, 2023).

Economic Development Commission Vice-Chair Nancy Hormann presented the report. She said the Commission approved a Facade Improvement Program Application for property located at 20427 E Ocotillo Road; Downtown Development Manager Jennifer Lindley provided updates on the Town Center Downtown Core projects; and Utilities Director Paul Gardner provided an overview of the Utilities Department. The next meeting is scheduled for February 22, 2023.

7) Public Comments:

Staff Sergeant Derick Arellano, Station Commander for Queen Creek Army Recruiting, 21151 E Rittenhouse Rd, Queen Creek asked for the Town's recognition and support for enlistees and future soldiers. He invited everyone to attend the Ruck 4 Freedom 5K March on Feb 11, 2023.

8) Consent Agenda:

8.A) Consideration and possible approval of the January 18, 2023 Regular Session minutes.

Department: Town Clerk's Office


Staff Report 

01-18-23 Minutes_DRAFT.pdf 

- 8.B) Consideration and possible approval of Expenditures \$25,000 and over, pursuant to Town Purchasing Policy. (FY 22/23 Budgeted Items)

Department: Finance


Staff Report 

Expenditures over \$25,000.pdf 


- 8.C) Consideration and possible approval of Project Order #1 Town Contract #2022-062, with Entellus for the Via Del Jardin Wash Crossing Improvements (CIP Project No. D0013) in the amount not to exceed \$418,661. (This is a FY22/23 Budgeted Item)

Department: Capital Improvement Projects

Staff Report 

D0013 Project Location Exhibit 

D0013 Project Site Exhibit 

Project Order #1 - Entellus 


- 8.D) Consideration and possible approval of Delegation Resolution #1516-23 authorizing and directing the Town Manager and/or Capital Improvement Projects Department Director to take any and all action necessary; and to sign any and all documents, contracts, and/or agreements related to construction and completion of Hawes Road Improvement Project from Rittenhouse Road to Ocotillo Road (CIP Project no. A0401) in an amount not to exceed \$756,470. (This is a FY23 Budgeted Item)

Department: Capital Improvement Projects

Staff Report 

A0401 Project Location Exhibit 

A0401 Project Site Exhibit 

Delegation Resolution #1516-23 Exhibit #1 

Staff requested a continuation of Item 8(E) to the February 15, 2023 Council Meeting.

- 8.E) Consideration and possible approval of Resolution 1517-23, a Resolution of the Common Council of the Town of Queen Creek, Arizona, approving the Right of Way Exchange Agreement between the Town and RAB Investment Trust and DBJ Investment Trust for the new Pecos Road and Meridian Road intersection alignment; and authorizing and directing the Mayor, Town Manager, Town Clerk and Town Attorney to take all actions necessary to finalize and effectuate the transaction.

Department: Capital Improvement Projects

Staff Report 




Resolution 1517-23 

Exhibit A 

Site Map 

MOTION: To continue Item 8(E) to the February 15, 2023 Council Meeting.

RESULT: Approved unanimously (7-0)

MOVER: Jeff Brown, Vice Mayor

SECONDER: Robin Benning, Council Member

AYES: Julia Wheatley, Mayor, Jeff Brown, Vice Mayor, Robin Benning, Council Member, Leah Martineau, Council Member, Bryan McClure, Council Member, Dawn Oliphant, Council Member, Travis Padilla, Council Member

MOTION: To approve the Consent Agenda less item 8(E).

RESULT: Approved unanimously (7-0)

MOVER: Robin Benning, Council Member

SECONDER: Jeff Brown, Vice Mayor

AYES: Julia Wheatley, Mayor, Jeff Brown, Vice Mayor, Robin Benning, Council Member, Leah Martineau, Council Member, Bryan McClure, Council Member, Dawn Oliphant, Council Member, Travis Padilla, Council Member

9) **Public Hearing Consent Agenda:**

Mayor Wheatley opened the public hearing. There were no public comments and the public hearing was closed.

- 9.A) Consideration and possible recommendation of approval on a new Series 012 Restaurant Liquor License application submitted by Amy S Nations on behalf of Sauce Pizza & Wine located at 20491 E Rittenhouse Road H2 & H5, Queen Creek.

Department: Town Clerk's Office

Staff Report 


LGB Report_Sauce Pizza & Wine 

QCPD Report_Sauce Pizza & Wine 

- 9.B) Consideration and possible recommendation of approval on a new Series 009 Liquor Store License application submitted by Maria Danielle Burgess on behalf of Circle K Store #2709560 located at 23024 E Riggs Road, Queen Creek.

Department: Town Clerk's Office

Staff Report 

LGB Report_Circle K 


QCPD Report_Circle K 

- 9.C) Consideration and possible recommendation of approval on a new Series 006 Bar Liquor License application submitted by Jared Michael Repinski on behalf of Las Colinas Golf Club?located at 21515 E Village Loop Road, Queen Creek.

Department: Town Clerk's Office

Staff Report 

LGB Report_Las Colinas Golf Club 

QCPD Report_Las Colinas Golf Club 

MOTION: To approve the Public Hearing Consent Agenda less item 9(D).
RESULT: Approved unanimously (7-0)
MOVER: Robin Benning, Council Member
SECONDER: Dawn Oliphant, Council Member
AYES: Julia Wheatley, Mayor, Jeff Brown, Vice Mayor, Robin Benning, Council Member, Leah Martineau, Council Member, Bryan McClure, Council Member, Dawn Oliphant, Council Member, Travis Padilla, Council Member

Vice Mayor Brown pulled Item 9(D) for a separate discussion and vote.

- 9.D) Public Hearing and possible action on case P22-0237 Rili B's Taco Shop Conditional Use Permit, a request from Bryan Ledbetter, Triple B6, LLC, for a Conditional Use Permit (CUP) to allow for the operation of a 24-hour drive-thru restaurant located within 300ft of a residential zoning district, located within Heritage Square commercial center, east of the northeast corner of Ellsworth Heritage Loop roads.

Department: Development Services

Staff Report 

Aerial Exhibit 

Zoning Exhibit 

Site Plan 

Project Narrative 

Staff Presentation

Planner II Mallory Ress presented the Conditional Use Permit (CUP) for Rili B's for a 24-hour drive-thru restaurant which is required because it is within 300 feet of residential. She outlined the project site; surrounding properties; the zoning designations and distances from residential. She noted that staff had added a condition requiring a re-approval after one year, however that condition was removed by the Planning Commission after deliberation at the public hearing. The Planning Commission recommended approval of Case P22-0237 with a 7-0 vote.

Architect Samir Slatewala, representing Rili B's Taco Shop gave a brief overview of the project including distances from residential, drive-thru distances, buffers and landscaping. He outlined the timeline of their project and explained that the CUP for drive-thrus was not in place when his project started.

Bryan Ledbetter, owner of Rili B's Tacos, provided information on the hours of operation and his business model. He gave a background of his company and said they took steps to ensure that noise would not impact the surrounding residential.

Council asked questions regarding setbacks, parking distances, and the distance from drive-thru speaker boxes in relation to the multi-density residential parcel across the street.

MOTION: To approve Item 9(D), Case P22-0237 Rili B's Conditional Use Permit, subject to the Conditions of Approval included in this report.

RESULT: Approved unanimously (7-0)

MOVER: Bryan McClure, Council Member

SECONDER: Leah Martineau, Council Member

AYES: Julia Wheatley, Mayor, Jeff Brown, Vice Mayor, Robin Benning, Council Member, Leah Martineau, Council Member, Bryan McClure, Council Member, Dawn Oliphant, Council Member, Travis Padilla, Council Member


10) Public Hearings:

None.

11) Items for Discussion:

11.A) Discussion and presentation on possible intersection design options.

Department: Capital Improvement Projects

Hawes Road at Queen Creek Road Intersection Design Options 

Public Works Director Mohamed Youssef provided project information and presented design options for the intersection of Queen Creek and Hawes. He explained existing conditions and reviewed the elements of traffic analysis in regards to safety, operational impacts and physical impacts. He said in the interim there will be a temporary signal at the intersection while in design. He provided

the following options:

Option 1 - Traffic Signals (will have a future Level of Service C in 2040)

Option 2 - Roundabout (will have a future Level of Service A in 2040)

Mr. Youssef said the area is well suited for a roundabout and discussed the benefits in regards to cost, maintenance and safety. He provided additional information on roundabouts and said that staff is recommending a roundabout for this location.

Council was in support of a roundabouts and commented on benefits such as traffic safety, reduced speeds and cost. Council said that public outreach for those unfamiliar with roundabouts is important.

Mr. Youssef said that ADOT has many resources in this regard and our communications team will provide information on social media and other avenues to inform residents.

12) Final Action:

- 12.A) Consideration and possible approval of a three-year small government enterprise license agreement in the amount not to exceed \$184,644 with the Environmental Systems Research Institute, Inc.

Department: Information Technology

Staff Report 

EsriSGEA - Renewal2023.pdf 

IT Director Mike Black introduced Geographic Information Systems (GIS) Manager Shawny Ekadis and thanked her for 25 years of service at the Town.

Ms. Ekadis provided an overview of her department and shared several maps that the GIS Division created for various projects, events and to meet a wide variety of town departmental needs. Ms. Ekadis reviewed how mapping and GIS interacts with various town software programs that utilize GIS information and data layers. She discussed the address management system for the Town; asset management tracking and interactive maps available for internal and external customers. She said that the license agreement with Environmental Systems Research Institute Inc (ESRI) has been used since 2008 and offers the Town access to a host of GIS related software and support to help the GIS department meet the needs of the Town.

Council thanked Ms. Ekadis for her presentation and for 25 years of service and were in support of the three-year agreement.

MOTION: To approve a three-year enterprise license agreement in the amount not to exceed \$184,644 with Environmental Systems Research Institute, Inc. (ESRI).

RESULT: Approved unanimously (7-0)

MOVER: Robin Benning, Council Member


SECONDER: Jeff Brown, Vice Mayor

AYES: Julia Wheatley, Mayor, Jeff Brown, Vice Mayor, Robin Benning, Council Member, Leah Martineau, Council Member, Bryan McClure, Council Member, Dawn Oliphant, Council Member, Travis Padilla, Council Member

- 12.B) New utility billing system implementation update and consideration and potential approval of Ordinance No. 807-23, an Ordinance of the Mayor and Common Council of the Town of Queen Creek, Arizona, amending Chapter 10 Health and Sanitation, Section 10-9-13 Rates, Charges, Fees and Payment and amending Chapter 16 Utilities, Section 16-2-8 Deposits, Section 16-2-13 Payment of Bills, Section 16-2-17 Deposit Required After Termination, Section 16-5-1 Definitions, Section 16-5-14 Customer Billing, Section 16-5-15 Payment of Bills; Delinquent Bills; removing the Utilities Late Fee; and repealing conflicting Ordinances and Resolutions.

Department: Finance

Staff Report 

Staff Report New Utility Billing System 

Ordinance 807-23 

Presentation 

Financial Services Manager Jessica Platt presented the implementation of the new utility billing system and the code changes associated with the new software. She provided a background of current billing practices using the current software that is over 20 years old. She said the new software will accommodate new technology and our increased customer base.

She discussed changes and enhancements for the customers, who will have a new unique customer number and account number and a new upgraded customer portal. Ms. Platt said utility rates are not changing and customers can still pay online, use the outdoor drop box, and pay in person and receive assistance at the front desk. She outlined the enhancements to staff operations which will be more efficient, customer friendly and provide better reporting and analytics. She presented a short video that highlighted the customer experience using the new Customer Portal.

Ms. Platt reviewed the customer communication plan and timeline and said there will be more outreach to inform the customer of new features, how to sign up for online service and how to re-enroll in the system. She reviewed the project timeline and said the go-live date will be March 7 and the first new billing statements with the new billing cycles will be sent by early April.

Ms. Platt thanked all the staff involved for their work on this project across many departments. She also thanked Council and management for their patience throughout the process.

Council thanked staff for the efficiencies that the new system will provide for residents and staff. Council discussed the timeline for new billing, account set-up, and cost-saving in regards to paperless billing.

Vice Mayor Brown asked what percentage of customers are using electronic billing. Ms. Platt said only 30% of customers use paperless billing at this time and incentives to sign up on E-bill will be provided in the future.

There was additional discussion on the monthly water bill insert and how to provide timely information with the switch to multiple billing cycles. Communications and Marketing Manager Constance Halonen-Wilson said we are moving towards a link to E-News and we are evaluating potential changes to keep the information relevant.

MOTION: To approve Ordinance No. 807-23, an Ordinance of the Mayor and Common Council of the Town of Queen Creek, Arizona, amending Chapter 10 Health and Sanitation, Section 10-9-13 Rates, Charges, Fees and Payment and amending Chapter 16 Utilities, Section 16-2-8 Deposits, Section 16-2-13 Payment of Bills, Section 16-2-17 Deposit Required After Termination, Section 16-5-1 Definitions, Section 16-5-14 Customer Billing, Section 16-5-15 Payment of Bills; Delinquent Bills; removing the Utilities Late Fee; and repealing conflicting Ordinances and Resolutions.

RESULT: Approved unanimously (7-0)

MOVER: Robin Benning, Council Member

SECONDER: Bryan McClure, Council Member

AYES: Julia Wheatley, Mayor, Jeff Brown, Vice Mayor, Robin Benning, Council Member, Leah Martineau, Council Member, Bryan McClure, Council Member, Dawn Oliphant, Council Member, Travis Padilla, Council Member

The Regular Session recessed at 8:36 p.m. and reconvened at 8:41 p.m.

12.C) Consideration and possible approval of FY 2022-23 revenue budget amendments totaling \$6,884,527 (all funds) and presentation of the 5-Year Operating Budget Revenue Forecast.

Department: Finance

Staff Report 

Mid Year Budget Adjustments Staff Report 

Presentation 

Finance Director Scott McCarty provided a detailed review of FY23 revenue budget amendments and said some revenues are being increased or decreased based on the economy and other factors as follow:

1. Revenue reductions approved by Council will be effective July 1, 2023 amounting to \$1.5M with the reduction of water replenishment fees, a freeze on property taxes for 5 years and the elimination of streetlight taxes.

2. Overview of the Economy - Mr. McCarty said uncertainty due to looming recession, inflation, interest rates and other factors are making projections challenging. Mr. McCarty outlined how the economy at the federal, state and local levels impact our revenues. He provided a list of Queen Creek strengths in areas such as sales tax revenue; budget reserves; demographics and our local economy.

3. 5-Year Operating Budget Forecast - Mr. McCarty outlined the tools used to estimate revenues and provided an in-depth report on forecasts and actual revenues. He noted that our revenues have exceeded the budget for the last 11 years. He reviewed the 3-step process to project revenues with an increase of \$148M for FY23-24. He presented the FY21-22 actuals vs the FY 23-24 Budget and said we expect a 30% increase in total revenues. He reviewed projections for population, single family permits, sales tax, new commercial and state shared revenues.

Mr. McCarty presented Council with options for revenue budget adjustments to provide flexibility to deal with economic uncertainty.

Council thanked staff for the presentation and had comments on state shared revenues, inflation and diversity in regards to revenue sources.

MOTION: To approve FY 2022-23 revenue budget amendments totaling \$6,884,527.

RESULT: Approved unanimously (7-0)

MOVER: Jeff Brown, Vice Mayor

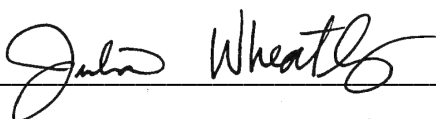
SECONDER: Dawn Oliphant, Council Member

AYES: Julia Wheatley, Mayor, Jeff Brown, Vice Mayor, Robin Benning, Council Member, Leah Martineau, Council Member, Bryan McClure, Council Member, Dawn Oliphant, Council Member, Travis Padilla, Council Member

13) Adjournment:

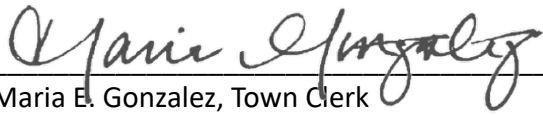
The Regular Session adjourned at 9:15 p.m.

TOWN OF QUEEN CREEK



Julia Wheatley, Mayor

ATTEST:

A handwritten signature in black ink, appearing to read "Maria E. Gonzalez", written over a horizontal line.

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 Town Council Regular Session Minutes of the February 1, 2023 Town Council 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: 2/15/2023