



**Minutes**  
**Town Council Regular Session**  
Community Chambers, 20727 E. Civic Parkway  
Wednesday, December 20, 2023  
5:30 PM

**1) Call to Order:**

The meeting was called to order at 5:30 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 Oliphant.

**4) Invocation/Moment of Silence:**

Pastor Caleb of Rock Point Church provided the invocation.

Mayor Wheatley called for a moment of silence for Preston Lord and for our neighboring communities who faced similar tragedies and in honor of Jamiere Jenkins and Hailey Stephens.

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

**5.A) Recognition of Casteel High School Baseball Team, 5A State Champions**

Mayor Wheatley recognized the Casteel High School Baseball Team, who won the 5A State Championship. The team had an impressive 27-6 season and Council recognized the coach and team with a photo at the dias.

5.B) Proclamation: FAFSA Awareness Month

Mayor Wheatley read the proclamation. She encouraged Queen Creek and local students to complete the Free Application for Federal Student Aid (FAFSA) to access resources to help pay for college and career training programs.

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.

Council Committee Reports 

6.B) Committee and outside agency reports (only as scheduled):  
1) None.

7) **Public Comments:**


None.

8) **Consent Agenda:**

8.A) Consideration and possible approval of the December 6, 2023 Regular Session minutes.

**Department:** Town Clerk's Office


Staff Report 

Minutes 12-06-23.pdf 

8.B) Consideration and possible approval of Expenditures \$25,000 and over, pursuant to Town Purchasing Policy. (FY 23/24 Budget Items)

**Department:** Finance

Staff Report 

Expenditures over \$25,000 122023.pdf 


8.C) Consideration and possible approval of a design services project order #2 under contract 2023-004 with WSP USA for wastewater improvements (CIP Projects No. WW104) totaling \$64,509 in accordance with the Wales Ranches Phase 5 Purchase Agreement and related budget adjustments.

**Department:** Capital Improvement Projects

Staff Report 

[WW104 Staff Report.pdf](#) 

[WW104 Project Location Map.pdf](#) 


[WSP Environmental and Infrastructure Inc. Project Order #2.pdf](#) 

[WSP Environmental and Infrastructure Inc. Proposal.pdf](#) 


- 8.D) Consideration and possible approval of Amendment #2 to the contract with Kimley-Horn and Associates for Chandler Heights (Sossaman Road to Hawes) and Sossaman (Via del Verde across Sonoqui Wash to Via Del Olivos) roadways and waterline designs (CIP Projects No. A0602, A0903, WA167, WA065), increasing the contract amount by \$180,006 for a total amended contract not to exceed amount of \$1,287,957 and a budget adjustment from CIP Contingency totaling \$180,006.


**Department:** Capital Improvement Projects

[Staff Report](#) 

[A0602 Project Location Exhibit.pdf](#) 

[Kimley-Horn and Associates Design Services Contract.pdf](#) 

[Amendment #1.pdf](#) 

[Proposed Amendment #2.pdf](#) 

- 8.E) Consideration and possible approval of the First Amendment to increase the original purchase contract amount for the ambulance purchases from Professional Sales and Services, LC. in the amount of \$243,300 and budget adjustment of \$243,300.

**Department:** Fire & Medical

[Staff Report](#) 

[First Amendment to Agreement #2022-078.pdf](#) 

- 8.F) Consideration and possible approval of Sustainable Water Allocation Agreement between the Town and Basha Bottling Co., LLC to facilitate the rights, duties and obligations in relation to the pumping, treatment and transportation of water from the Town well.

**Department:** Utilities


[Staff Report](#) 


[Agreement](#) 


- 8.G) Consideration and possible approval of Amendment #4 to Delegation Resolution #1386-21 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 Meridian Road: Cherrywood Drive to Combs Road and Meridian Road: Queen Creek Road to Germann Road (CIP Projects No. A1505, A1507 and WA022) increasing the total Resolution amount by \$2,987,151 for a total amended Resolution not to exceed \$26,596,015 and a budget adjustment from CIP Contingency totaling \$1,050,000.


**Department:** Capital Improvement Projects

Staff Report 

Fiscal Impact.pdf 

DR 1386-21 Amendment 4 Project Location Exhibit.pdf 


Delegation Resolution 1386-21 Amendment 4.pdf 

Delegation Resoluton 1386-21 Amendment 4 Exhibit 1.pdf 

- 8.H) Consideration and possible approval of Resolution 1554-23 supporting the Foreign Trade Zone designation for LG Energy Solution Arizona, Inc., advanced manufacturing facilities; authorizing the Town Manager to enter into an intergovernmental agreement with the City of Phoenix related to the Foreign Trade Zone; and authorizing the Mayor, Town Manager, Town Clerk and Town Attorney to negotiate, finalize, approve and take other actions and execute such other documents as needed to implement the Foreign Trade Zone designation.

**Department:** Economic Development


Staff Report 

Resolution 1554-22 

- 8.I) Consideration and possible approval of Resolution 1555-23 and approving an Intergovernmental Agreement between the Town of Queen Creek and the Arizona Department of Revenue regarding the uniform administration, licensing, collection, and auditing of transaction privilege tax, use tax, severance tax, jet fuel excise and use tax and rental occupancy taxes imposed by the State and/or the Town.

**Department:** Finance

Staff Report 

Resolution 1555-23 - 2023 

Intergovernmental Agreement between the Town of Queen Creek and the State of Arizona Department of Revenue regarding TPT administration.

Appendix A: Arizona Department of Revenue Confidentiality Requirements

Appendix B: Arizona Department of Revenue Required Reports and Data Fields

Appendix C: Required Forms JT-1, TPT-2, and TPT-EZ

- 8.J) Consideration and possible approval of Resolution 1556-23 approving the Purchase and Development Agreements with Creation RE LLC for the proposed development on the +/- 6.8 Acres of Town owned land located on the northeast corner of Ellsworth Loop Road and East Ocotillo Road in Queen Creek; and authorizing the Mayor, Town Manager, Town Attorney and Town Clerk to take all actions necessary to negotiate, finalize, execute, and implement the agreements.

**Department:** Economic Development

Staff Report

LGE Creation Purchase Agreement.pdf

LGE Creation Development Agreement.pdf

Resolution 1556-23 LGE Creation PSA and DA.pdf

*Council Member Martineau pulled Consent Agenda Item 8(H) and staff pulled Consent Agenda Item 8(J) for a separate vote.*

*Council Member Martineau recused herself from voting on Consent Agenda Item 8(J) due to a conflict.*

**MOTION:** To approve the Consent Agenda, less Items 8 (H) and 8(J).

**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

**MOTION:** To approve Consent Agenda Item 8(H), Resolution 1554-23 supporting the application for the activation of the Foreign Trade Zone (FTZ) site for LG Energy Solution Arizona, Inc., as more fully set forth in the Resolution.

**RESULT:** Approved (5-2)

**MOVER:** Robin Benning, Council Member

**SECONDER:** Bryan McClure, Council Member

**AYES:** Julia Wheatley, Mayor, Jeff Brown, Vice Mayor, Robin Benning, Council Member, Bryan McClure, Council Member, Dawn Oliphant, Council Member

**NAYS:** Leah Martineau, Council Member, Travis Padilla, Council Member

**MOTION:** To approve Consent Agenda Item 8(J), Resolution 1556-23 approving the Purchase and Development Agreements with Creation RE LLC for the +/- 6.8 acres of Town owned land located on the northeast corner of Ellsworth Loop Road and East Ocotillo Road in Queen Creek and authorizing the Mayor, Town Manager, Town Attorney and Town Clerk to take all actions necessary to negotiate, finalize, execute, and implement the agreements.

**RESULT:** Approved (5-1)

**MOVER:** Dawn Oliphant, Council Member

**SECONDER:** Robin Benning, Council Member

**AYES:** Julia Wheatley, Mayor, Robin Benning, Council Member, Bryan McClure, Council Member, Dawn Oliphant, Council Member, Travis Padilla, Council Member

**NAYS:** Jeff Brown, Vice Mayor


**ABSENT:** Leah Martineau, Council Member

9) **Public Hearing Consent Agenda:**

9.A) Consideration and possible recommendation of approval on a Series 007 Beer and Wine Bar Liquor License application submitted by William Thomas Lacy on behalf of Pecan Lake Entertainment located at 25000 S 206th Street, #102, Queen Creek.

**Department:** Town Clerk's Office

Staff Report 

Rule R19-1-702 (9-24-22).pdf 


LBG Public Report\_Amended.pdf 

QCPD Report 

- 9.B) Consideration and possible recommendation of approval on a Series 007 Beer and Wine Bar Liquor License application submitted by Gary Lee McCartney on behalf of The Sacred Pint located at 22020 S Ellsworth Road, Queen Creek.

**Department:** Town Clerk's Office

Staff Report 

Rule R19-1-702 (9-24-22).pdf 

LGB Public Report\_Amended.pdf 

QCPD Report.pdf 

Mayor Wheatley opened the Public Hearing. There were no comments from the public or Council, and the Public Hearing was closed.

**MOTION:** To approve the Public Hearing Consent Agenda.

**RESULT:** Approved unanimously (7-0)

**MOVER:** Jeff Brown, Vice Mayor

**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) Presentation of the 2023 Citizen Survey Results


Communications & Marketing Manager Constance Halonen-Wilson outlined the purpose of the Citizen Survey and introduced Kathryn DeBoer, West Group Research, to present the results of the 2023 Citizen Survey.

Ms. DeBoer said the survey provided several ways for residents to respond and said they had a high response rate. She addressed the overall opinions of the residents in several areas in comparison to previous years. Key findings showed that Queen Creek residents had favorable ratings for the Town and results remained steady from previous surveys. She said, while there have been some minor reductions in some areas, it can be attributed to rapid population growth. (See complete survey attached).

Council recognized the challenges in some areas like traffic and discussed some of the positive accomplishments and highlights Queen Creek has made since

the last survey. Council said the feedback from the survey is very valuable and they are committed to make improvements.

2023 Citizen Survey Presentation 

2023 Citizen Survey 

11.B) Presentation about the upcoming Citizen Leadership Institute

Amber Gough, Community Outreach Specialist, presented an overview of the Citizen Leadership Program (CLI). She said there have been 700 graduates since 1995 and said the program engages residents and provides valuable information on how the Town and local government work. She said the program feeds into our volunteer program and we continue to see high engagement rates and volunteerism with the CLI graduates. Ms. Gough provided information on 2024 session and said there are currently 61 participants registered. She said the feedback from the CLI alumni has been very positive.

Council appreciated the program and the volunteer hours and community involvement from residents as a result of the program.

CLI Presentation 

11.C) Presentation and update on the Town's website refresh

John Zetmeir, Digital Media Specialist, provided an overview of the Town website project. He said the Town's Corporate Strategic Plan calls for a refresh every five years. The refresh will be conducted with our current provider, Granicus, for cost-saving updates with new technology. Mr. Zetmeir presented Council with different options and color palettes to consider. He discussed Town branding and some of the new features and options that are available for the home page.

Mr. Zetmeir explained the next steps and said tonight he is looking for direction on a basic template and color scheme and more details will be provided at a later date once we proceed further into the redesign process.

Council discussed the color palettes and commented on branding, Town logos, search features and homepage buttons. The consensus from Council was to stay with the green and brown color palette which is in line with the Town's branding and use a black Town logo.

Town Manager Bruce Gardner added that information will be provided at Council briefings for your feedback and this item could be brought back to Council for final review and feedback.

Website Refresh Presentation 

11.D) Presentation and Discussion on Town Center/Downtown Core Plan Update 2024



Downtown Development Manager Jennifer Lindley provided a brief history of the 2017 Town Center Plan and the vision for the area. She said there is an increased interest in private investment in the downtown and consulting firm, SWABACK was brought back to develop the Town Center/Downtown Core Update through 2029 for Council to consider.

Jeff Denzak, SWABACK Architects & Planners, presented the update to Council and said the focus is the downtown core. He said the updated report tonight is a summary for future consideration and he outlined key items to focus on for the next five years. He discussed how the report is organized using a multifaceted approach. Mr. Denzak said this plan will build on previous work that has been completed; dynamic changes from the last plan; new recommendations identified by priority levels; and key next steps. Mr. Denzak asked the Council to review the plan and the recommendations to make sure they align with expectations and then provide feedback.

Council inquired about the timeline for review and had a brief discussion on branding and identity for the downtown core area, including street naming for the "Old" Ellsworth Road area.

#### Town Center/Downtown Core Plan Update 2024

#### 11.E) Presentation and Discussion on the creation of a Town Youth Commission

Mayor Wheatley introduced the item and spoke about the importance of creating a Town Youth Commission and engaging with our youth and also to encourage participation in local government and volunteerism.

Mayor Wheatley also recognized the work being done with our partners at "For our Town Queen Creek", which is a collaborative partnership between the Town and the Chamber and brings together nonprofits, faith-based organizations, schools and businesses. *For Our Town* will be holding their next meeting on January 23 and intend to discuss issues relating to our youth, including teen mental health and teen violence.

Community Services Director Marnie Schubert said it is important to engage with the youth of the community in a meaningful way and listen to their thoughts, ideas and concerns. She outlined the purpose and duties of a Youth Commission and discussed logistics. Ms. Schubert said the suggested ages are 13-17 and they must be Queen Creek residents. The Youth Commission will be an official committee formed in the same manner as all other Town boards, committees and commissions. She discussed the Youth Commission member opportunities and said the programming should be based on input provided by the youth.

Ms. Schubert said the next steps include establishing by-laws; communication to schools; establishing a budget; recruitment and interview processes; and the development of a Youth Commission Work Plan. She said the by-laws and the Youth Commission Work Plan would need Council approval the same as all other boards and committees.

Council was in full support of forming a Youth Commission and getting the youth involved. Discussion and comments were as follows:

- Age range for members
- Name of the commission (suggestion for the Mayor's Youth Advisory Commission)
- Diverse student membership on the Commission is important
- Listen to the students to see what they are focused on; youth engagement is important
- Involve community business leaders (opportunity for youth to learn what different businesses do)
- Issues facing our youth today were discussed
- Get participants from district schools, charter schools and home schools
- Have volunteer projects similar to Citizen Leadership Institute (perhaps a Youth Citizen Leadership Institute could be considered in the future)
- Budget and costs to form a commission; consider business sponsorships
- Involve area schools, colleges and tech schools to learn about future career opportunities

Ms. Schubert thanked Council for the feedback and said staff will start work on this in early 2024 and will be back to Council with the by-laws, the application process, and initial budget numbers. She said she will keep Council updated throughout the process to get feedback to help guide the program to meet Council's desired outcome.

Youth Commission 2024 Presentation 

11.F) Updated Financial Scrapbook

Staff Report 

Finance Director Scott McCarty updated Council on financial accomplishments that are rooted in the Corporate Strategic Plan. He outlined the approach that the Town takes to balance revenues and expenditures and maintain financial stability. He thanked Council for the leadership and direction that they provide to staff and said as a growing town we have a lot of opportunities. Mr. McCarty acknowledged the experienced and dedicated staff in Queen Creek and appreciated the freedom to explore ideas to implement policy decisions.

He said some results are easily measurable (187.2M in savings), others results are not as easy to measure and pertain to cost avoidance or acting on good ideas and forward thinking from staff and Council. Mr. McCarty reviewed cost savings in areas of debt repayment, infrastructure cost sharing, tax and fee reductions and one time savings. He said this year tax reductions amounted to \$13.1M in annual savings and will continue to increase.

Council appreciated the presentation to highlight the accomplishments over the years in the form of a scrapbook. They thanked Mr. McCarty and staff for their expertise and efforts to save money for the tax payers.

Presentation 

**12) Final Action:**

None.

**13) Adjournment:**

The meeting adjourned at 7:52 p.m.

TOWN OF QUEEN CREEK

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Julia Wheatley, Mayor

ATTEST:

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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 December 20, 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: \_\_\_\_\_