



MARANA TOWN COUNCIL
REGULAR COUNCIL MEETING
NOTICE AND AGENDA

11555 W. Civic Center Drive, Marana, Arizona 85653
Council Chambers, March 5, 2024, at or after 6:00 PM

Ed Honea, Mayor
Jon Post, Vice Mayor
Patti Comerford, Council Member
Jackie Craig, Council Member
Herb Kai, Council Member
John Officer, Council Member
Roxanne Ziegler, Council Member

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Marana Town Council and to the general public that the Town Council will hold a meeting open to the public on March 5, 2024, at or after 6:00 PM located in the Council Chambers of the Marana Municipal Complex, 11555 W. Civic Center Drive, Marana, Arizona.

ACTION MAY BE TAKEN BY THE COUNCIL ON ANY ITEM LISTED ON THIS AGENDA. Revisions to the agenda can occur up to 24 hours prior to the meeting. Revised agenda items appear in *italics*.

As a courtesy to others, please turn off or put in silent mode all electronic devices.

Meeting Times

Welcome to this Marana Town Council meeting. Regular Council meetings are usually held the first and third Tuesday of each month at 6:00 PM at the Marana Municipal Complex, although the date or time may change and additional meetings may be called at other times and/or places. Contact the Town Clerk or watch for posted agendas for other meetings. This agenda may be revised up to 24 hours prior to the meeting. In such a case a new agenda will be posted in place of this agenda.

Speaking at Meetings

If you are interested in speaking to the Council during the Call to the Public or Public Hearings, you must fill out a speaker card (located in the lobby outside the Council Chambers) and deliver it to the Town Clerk prior to the convening of the meeting.

All persons attending the Council meeting, whether speaking to the Council or not, are expected to observe the Council rules, as well as the rules of politeness, propriety, decorum and good conduct. Any person interfering with the meeting in any way, or acting rudely or loudly will be removed from the meeting and will not be allowed to return.

Accessibility

To better serve the citizens of Marana and others attending our meetings, the Council Chambers are wheelchair and handicapped accessible. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Town Clerk at (520) 382-1999. Requests should be made as early as possible to arrange the accommodation.

Agendas

Copies of the agenda are available the day of the meeting in the lobby outside the Council Chambers or online at www.maranaaz.gov under Agendas and Minutes. For questions about the Council meetings, special services or procedures, please contact the Town Clerk, at (520) 382-1999, Monday through Friday from 8:00 AM to 5:00 PM.

This Notice and Agenda Posted no later than 24 hours prior to the meeting, at the Marana Municipal Complex, 11555 W. Civic Center Drive, the Marana Operations Center, 5100 W. Ina Road, and at www.maranaaz.gov under Agendas and Minutes.

REGULAR COUNCIL MEETING

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE/INVOCATION/MOMENT OF SILENCE

APPROVAL OF AGENDA

CALL TO THE PUBLIC

At this time any member of the public is allowed to address the Town Council on any issue within the jurisdiction of the Town Council, except for items scheduled for a Public Hearing at this meeting. The speaker may have up to three minutes to speak. Any persons wishing to address the Council must complete a speaker card located outside the Council Chambers and deliver it to the Town Clerk prior to the commencement of the meeting. Individuals addressing a meeting at the Call to the Public will not be provided with electronic technology capabilities beyond the existing voice amplification and recording capabilities in the facilities. Pursuant to the Arizona Open Meeting Law, at the conclusion of Call to the Public, individual members of the Council may respond to criticism made by those who have addressed the Council, and may ask staff to review the matter, or may ask that the matter be placed on a future agenda.

PROCLAMATIONS

MAYOR AND COUNCIL REPORTS: SUMMARY OF CURRENT EVENTS

MANAGER'S REPORT: SUMMARY OF CURRENT EVENTS

PRESENTATIONS

- P1 Relating to Public Works; presentation, discussion, and possible direction regarding the draft Town of Marana Five-Year Capital Improvement Program for Fiscal Years 2025 through 2029 (Fausto Burruel, Jing Luo, Jim Conroy)

CONSENT AGENDA

The Consent Agenda contains items requiring action by the Council which are generally routine items not requiring Council discussion. A single motion and affirmative vote will approve all items on the Consent Agenda, including any resolutions or ordinances. Prior to a motion to approve the Consent Agenda, any Council member may remove any item from the Consent Agenda and that item will be discussed and voted upon separately.

- C1 Resolution No. 2024-020: Relating to Budget; approving the transfer of \$75,000 in budgeted expenditure authority from the General Fund contingency line item to the Pima Association of Governments Fund in the fiscal year 2023-2024 budget for a Transportation Art by Youth project to be installed near the Marana Regional Airport along Avra Valley Road (Andrea De La Cruz)
- C2 Approval of Marana Town Council Special Meeting/Retreat Summary Minutes of February 14 - 16, 2024 and of Marana Town Council Regular Meeting Summary Minutes of February 20, 2024 (David L. Udall)

LIQUOR LICENSES

BOARDS, COMMISSIONS AND COMMITTEES

COUNCIL ACTION

ITEMS FOR DISCUSSION / POSSIBLE ACTION

- D1 Presentation: Relating to Finance; presentation, discussion and possible direction on proposed changes to the Town of Marana Comprehensive Fee Schedule and other various rate and fee adjustments (Yiannis Kalaitzidis)
- D2 Relating to Development and Public Works; update, discussion, and possible direction regarding public and private projects and development applications on the Town's [Marana Current and Proposed Projects](#) internet site (Jason Angell)
- D3 Relating to Legislation and Government Actions; discussion and possible action or direction regarding all pending state, federal, and local legislation/ government actions and on recent and upcoming meetings of other governmental bodies (Terry Rozema)

EXECUTIVE SESSIONS

Pursuant to A.R.S. § 38-431.03, the Town Council may vote to go into executive session, which will not be open to the public, to discuss certain matters.

- E1 Executive Session pursuant to A.R.S. §38-431.03 (A), Council may ask for discussion or consideration, or consultation with designated Town representatives, or consultation for legal advice with the Town Attorney, concerning any matter listed on this agenda for any of the reasons listed in A.R.S. §38-431.03 (A).

FUTURE AGENDA ITEMS

Notwithstanding the Mayor's discretion regarding the items to be placed on the agenda, if three or more Council members request that an item be placed on the agenda, it must be placed on the agenda for the second regular Town Council meeting after the date of the request, pursuant to Marana Town Code Section 2-4-2(B).

ADJOURNMENT



Council-Regular Meeting

P1

Meeting Date: 03/05/2024

To: Mayor and Council

Submitted For: Fausto Burruel, Public Works Director

From: Jennifer Flood, Public Works Deputy Director

Date: March 5, 2024

Strategic Plan Focus Area:

Proactive Public Services

Strategic Plan Focus Area Additional Info:

GOAL: PRIORITIZE INFRASTRUCTURE AND MAINTENANCE THAT SUPPORT NEW GROWTH AND DEVELOPMENT IN A PROACTIVE AND SUSTAINABLE MANNER.

STRATEGY: Continue annual updates to the 5-year Capital Improvement Plan to ensure public infrastructure is provided and maintained in a proactive manner.

Subject: Relating to Public Works; presentation, discussion, and possible direction regarding the draft Town of Marana Five-Year Capital Improvement Program for Fiscal Years 2025 through 2029 (Fausto Burruel, Jing Luo, Jim Conroy)

Discussion:

Providing infrastructure is a primary function of a local government. Maintaining public safety, adequate transportation systems, parks and recreation facilities, adequate water and wastewater systems, Town services, and the community's quality of life are all heavily dependent on how the Town handles infrastructure issues. As part of the programming of the Town budget, the Town Council adopts a five-year Capital Improvement Program (CIP). The CIP is a comprehensive, five-year plan of capital projects that will support the continued growth and development of the Town. The CIP establishes the Capital Budget, which is the capital outlay portion of the annual budget. The CIP is used in implementing the General Plan and supporting the Town's adopted Strategic Plan by developing a prioritized schedule of short-range and long-range community capital needs,

evaluating projects, and analyzing the community's ability and willingness to pay for them in the most cost-effective way. The Town uses the CIP as its method in determining future infrastructure requirements and planning the financing of facilities to maintain service levels provided to Town citizens. The CIP covers a five-year planning horizon (Fiscal Years 2025-2029) and identifies infrastructure and facility projects that the Town will undertake during this timeframe as well as the funding sources available for projected expenditures. Town staff solicits input from various departments for capital improvement projects. Finance reviews fund balances for each fund, current fiscal year-end estimates, and upcoming fiscal year budget and provides five-year revenue projections. Staff reviews and revises the Town's five-year CIP on an annual basis. Projects for the upcoming fiscal year will be programmed as a part of the budget adoption. Town staff will present the program for Council input. Direction given will be used to finalize next year's capital budget.

Financial Impact:

Most of the programmed capital projects are aligned with revenue sources dedicated for their particular area such as transportation fund, impact fees, federal and state funds, and water capital fund. There are some projects that will make requests of the general fund. The final program will be brought before council as a part of the FY2025 budget adoption.

Staff Recommendation:

Staff recommends that Council provide feedback and direction on the draft 5-year Program.

Suggested Motion:

No motion is necessary; staff seeks Council feedback and direction.

Attachments

No file(s) attached.



Council-Regular Meeting

C1

Meeting Date: 03/05/2024

To: Mayor and Council

Submitted For: Andrea De La Cruz, Assistant to the Town Manager

From: Andrea De La Cruz, Assistant to the Town Manager

Date: March 5, 2024

Strategic Plan Focus Area:

Thriving Commerce, Vibrant Community

Subject: Resolution No. 2024-020: Relating to Budget; approving the transfer of \$75,000 in budgeted expenditure authority from the General Fund contingency line item to the Pima Association of Governments Fund in the fiscal year 2023-2024 budget for a Transportation Art by Youth project to be installed near the Marana Regional Airport along Avra Valley Road (Andrea De La Cruz)

Discussion:

The budget for fiscal year 2023-2024 was adopted on June 20, 2023 and set the legal level of budgetary control at the department level for the General Fund and at the fund level for all other funds. Town Council approval is required for budgetary transfers between the General Fund departments, between funds, and for any transfer of contingency.

The purpose of this item is to request the transfer of budget authority from the General Fund contingency line item to the Pima Association of Governments (PAG) Fund of \$75,000 for a Transportation Art by Youth (TABY) public art project to be installed near the Marana Regional Airport along Avra Valley Road.

The Town applied for and was recently awarded \$75,000 in grant funding for a TABY project through PAG. PAG's Transportation Planning Committee approved the project on February 21, 2024; pending a notice to proceed. This public art project will be designed and constructed by Marana High School students, under the supervision of a contract artist.

The PAG Fund in the 2023-2024 Town budget does not currently have adequate expenditure authority for the \$75,000. Town staff seeks approval to transfer the required \$75,000 expenditure authority from the General Fund contingency.

The design concept will be presented to Town Council at a later date for feedback and approval.

Financial Impact:

Fiscal Year: 2024
Budgeted Y/N: N
Amount: \$75,000

As this project might not be completed in the current fiscal year, staff will plan to carry forward estimated unspent budget authorization to the following fiscal year.

Staff Recommendation:

Staff recommends approval of the transfer of funds for the TABY art project.

Suggested Motion:

I move to adopt Resolution No. 2024-020, approving the transfer of \$75,000 in budgeted expenditure authority from the General Fund contingency line item to the Pima Association of Governments Fund in the fiscal year 2023-2024 budget for a Transportation Art by Youth project to be installed near Marana Regional Airport along Avra Valley Road.

Attachments

Resolution No. 2024-020

MARANA RESOLUTION NO. 2024-020

RELATING TO BUDGET; APPROVING THE TRANSFER OF \$75,000 IN BUDGETED EXPENDITURE AUTHORITY FROM THE GENERAL FUND CONTINGENCY LINE ITEM TO THE PIMA ASSOCIATION OF GOVERNMENTS FUND IN THE FISCAL YEAR 2023-2024 BUDGET FOR A TRANSPORTATION ART BY YOUTH PROJECT TO BE INSTALLED NEAR THE MARANA REGIONAL AIRPORT ALONG AVRA VALLEY ROAD

WHEREAS on June 20, 2023, the Town Council adopted the fiscal year 2023-2024 budgetary document and overall financial plan which set the legal level of budgetary control at the department level for the General Fund and at the fund level for all other funds; and

WHEREAS the Town applied for and was recently awarded \$75,000 in grant funding for a Transportation Art by Youth (TABY) project through the Pima Association of Governments (PAG); and

WHEREAS the project will be designed and constructed by Marana High School students under the supervision of a contracted artist and the project will be installed near the Marana Regional Airport along Avra Valley Road; and

WHEREAS the Town Council desires to transfer budgeted expense authority in the fiscal year 2023-2024 budget of \$75,000 from the General Fund Contingency line item to the PAG Fund for the TABY project; and

WHEREAS transferring budget capacity from the General Fund Contingency line item of \$75,000 within fiscal year 2023-2024 to the PAG Fund will not significantly impact the General Fund; and

WHEREAS reallocations of budgeted expense authority between funds are necessary from time to time; and

WHEREAS the Council finds that the reallocations addressed by this resolution are in the best interest of the Town of Marana and its citizens.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, ARIZONA, AS FOLLOWS:

SECTION 1. The transfer of up to \$75,000 in budgeted expense authority from the General Fund Contingency line item to the PAG Fund for costs related to the TABY project in the fiscal year 2023-2024 budget is hereby approved.

SECTION 2. The Town's Manager and staff are hereby directed and authorized to undertake all other and further tasks required or beneficial to carry out the terms, obligations, and objectives of this resolution.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, ARIZONA, this 5th day of March, 2024.

Mayor Ed Honea

ATTEST:

APPROVED AS TO FORM:

David L. Udall, Town Clerk

Jane Fairall, Town Attorney



Council-Regular Meeting

C2

Meeting Date: 03/05/2024

To: Mayor and Council

From: David L. Udall, Town Clerk/ Assistant Town Attorney

Date: March 5, 2024

Subject: Approval of Marana Town Council Special Meeting/Retreat Summary Minutes of February 14 - 16, 2024 and of Marana Town Council Regular Meeting Summary Minutes of February 20, 2024 (David L. Udall)

Attachments

Special Council Meeting / Retreat Summary Minutes, 02/14-16/2024

Regular Council Meeting Summary Minutes, 02/20/2024

DRAFT SUMMARY MINUTES



MARANA TOWN COUNCIL SPECIAL COUNCIL MEETING/RETREAT

Crowne Plaza Resort, One North San Marcos Pl, Chandler, AZ 85225, Palomino Room
February 14 - 16, 2024

Ed Honea, Mayor
Jon Post, Vice Mayor
Patti Comerford, Council Member
Jackie Craig, Council Member
Herb Kai, Council Member
John Officer, Council Member
Roxanne Ziegler, Council Member

SPECIAL COUNCIL MEETING/RETREAT SUMMARY MINUTES

[Each item on the agenda was subject to presentation, discussion, and possible direction from Council. All agendized times in the left column are approximates only. Actual times are included in the body of the minutes.]

Wednesday, February 14, 2024 Mayor Honea called the meeting to order at 3:04 PM and asked the Town Clerk to call the roll. All Council Members were present, constituting a quorum.

3:00PM - Welcome to City of Chandler
3:30PM Guests: Mayor Kevin Hartke and City Manager Joshua Wright

[Actual start time was 3:04 PM.]

City of Chandler Mayor Kevin Hartke addressed the Marana Town Council and welcomed them to the City of Chandler. He provided summary of what makes Chandler unique, including how it attracts and retains job opportunities within the City. He warned the Council against allowing data centers within the Town limits, citing that they take up a lot of power and land, but provide no jobs. **City Manager Joshua Wright** said the data centers also generate noise issues. He said it was a tone problem rather than a volume

DRAFT SUMMARY MINUTES

problem that affected some people but not others, and that they have been getting a lot of complaints. **Mayor Hartke** said one of the bills in the State Legislature would allow development by right, which would exacerbate the issue if passed.

Mr. Wright welcomed the Council to Chandler as well and said he knows many of the current Council Members and staff, as he worked for the Town 13 years ago. He said he was proud to start his career in Marana and said it is an amazing town doing great things. He then outlined the history and statistics related to the City of Chandler and said much of its development now consists of infill projects. He said downtown Chandler has been through a renaissance as a result of City leaders long-range planning efforts. He said development now is self-propelling. **Mr. Wright** explained how the City attracts and retains jobs in the City and how it manages its water resources and infrastructure for long-term planning.

Mayor Hartke said that the City preemptively enacted an ordinance a few years ago stating that if anyone was able to develop property within the City limits by right that they were required to bring their own water.

Mayor Honea asked how water recharge and reuse fit in Chandler's water planning. **Mayor Hartke** said that Chandler's water table was rising because of the amount of recharge the City was doing. He explained the City had an agreement with the Gila River Indian Community that allowed them to trade a gallon of recycled water for a gallon of Central Arizona Project (CAP) water, which insulated them from CAP cuts. He said they are also making toilet-to-tap plans, but that they are not there yet due to the high cost. He commented that Phoenix and Scottsdale plan on doing this on a limited basis sometime soon. **Mr. Wright** explained that data centers did allow for water to be recycled over and over again. He also explained that the City is undertaking efforts to bring recharged water across the Phoenix Valley physically back to the portion of the aquifer under Chandler. He said these endeavors move Chandler's "paper water" so it is physically under their own feet.

Vice Mayor Post asked if the City had a property tax. **Mr. Wright** said it had both a primary and secondary property tax and that businesses pay property tax in Chandler. **Mayor Hartke** said every municipality has its own recipe for where it gets its money from, and that Chandler spread out a little tax over a lot of places so it did not need to charge a lot to a single sector. Discussion ensued between **Vice Mayor Post** and **Mr. Wright** concerning the differences between Pima County taxes and Chandler's.

DRAFT SUMMARY MINUTES

Council Member Ziegler asked if Chandler had an airport and said the Town has been trying to put its airport in the black. **Mayor Hartke** said Chandler also does not break even with its airport but said the value of the airport is that the surrounding land lends itself to businesses, such as manufacturing, that provide the City with an economic engine. **Mr. Wright** said the challenge with the Marana Regional Airport is its remote proximity to Interstate 10.

3:30PM - Progress update from direction given at 2023 Council Retreat / 2024 Council
4:15PM Retreat overview
Presentation by: Terry Rozema and Erik Montague

[Actual start time was 3:47 PM.]

A copy of the presentation slides is on file with the Town Clerk's Office. Please see the slides for details regarding the presentation.

Marana Town Manager Terry Rozema provided a review of last year's Council retreat. **Deputy Town Manager Erik Montague** provided the Council with an update regarding completed action items since receiving feedback from the Council at last year's retreat, along with action items that are currently ongoing. Clarifying questions were asked and answered throughout the presentation. Please see the presentation slides for a list of completed and ongoing action items.

Regarding the completed action item of meeting with **State Land Commissioner Robyn Sahid**, **Mr. Rozema** said it was clear that the State Land Department is interested in Marana and that they have some ideas for staying away from the Preserve, washes, etc. **Council Member Ziegler** asked if renegotiating the lease with the State Land Department was discussed, and **Mr. Rozema** said those discussions have not taken place yet and that the discussions are preliminary at this point. **Mayor Honea** said this was the first time a State Land Commissioner has come to Marana and wanted to meet with Town representatives and was encouraged that the Department was making the effort. **Council Member Ziegler** expressed concern and said it might be worth discussing whether the Town should be engaging with State Land at all. **Mr. Rozema** highlighted that the parties are in the very early stages of negotiations.

Regarding the ongoing action item of Sunset Clauses and Development Agreements, **Council Member Ziegler** asked if the Town could add escalator clauses in development agreements or renegotiate them. **Town Attorney Jane Fairall** said that if developers come to the Town seeking a change to their

DRAFT SUMMARY MINUTES

development agreement, then the Town has more negotiation leverage to add clauses in. She said the Town will take it into consideration going forward. **Mr. Rozema** said language could also be added to require certain amenities rather than dollar amounts, which change over time. **Ms. Fairall** said Town staff has already had conversations like this with developers.

Council Member Ziegler expressed frustration that the Town now needed to pull amenities out of the Saguaro Bloom park. **Mr. Rozema** said the Town has worked through a lot of the issues and will get the vast majority of the amenities in phase one or phase two of the park, which will quickly follow phase one.

Council Member Craig asked if the Town had sunset clauses for water in development agreements. **Ms. Fairall** and **Mr. Montague** explained that water is obligated to development when a final plat is signed, and that the obligation cannot be automatically rescinded.

Mr. Rozema then outlined the focus for this year's Council retreat. Please see the presentation slides and agenda/minutes headings for details.

4:15PM -
5:00PM

Employee Retention: Discussion regarding possible employee benefits and compensation adjustments for FY 2025
Presentation by: Terry Rozema

[Actual start time was 4:14 PM.]

A copy of the presentation slides is on file with the Town Clerk's Office. Please see the slides for details regarding the presentation.

Mr. Rozema said the Town has been evaluating employee retention options in several areas and showed several tables comparing benefits on a regional level associated with leave, compensation, and insurance. Additional slides were shown calculating hypothetical changes to parental leave, shift pay, on-call pay, and comp leave. Clarifying questions were asked and answered throughout the presentation. For details regarding the comparison tables and calculations, please see the presentation slides.

Council Member Ziegler said the Town did a compensation study a couple of years ago. **Mr. Rozema** said that because the Town was the first in the region to complete its compensation study, the surrounding jurisdictions used ours as a comparison to elevate their numbers. He also said there are positions within the organization that the Town is having extreme difficulty

DRAFT SUMMARY MINUTES

in filling and that adjustments are needed in a few areas to help the Town be competitive.

Mr. Rozema explained that there are 54 new position requests. **Vice Mayor Post** and **Council Member Comerford** expressed surprise at that number, and **Vice Mayor Post** asked how many of the positions were ones that were declined the previous year and now needed again. **Mr. Montague** said there are no intentional vacancies that are coming back. **Mr. Rozema** said the Town was in a good financial position with the money saved from last year. He said the Town won't get close to authorizing all 54 positions, but it will be able to authorize some of them. He said other things needed to be considered as well, such as the retention of current employees.

Council Member Comerford recommended closing the Town from Christmas to New Years for all except essential employees and requested a cost-benefit analysis. She said there are not a lot of customers coming through the door during that time, and that if the Town is looking for incentives to attract and retain people, that week off (as holiday time) would set Marana apart. **Mr. Rozema** said there are cost, appearance, and public expectation perspectives that need to be considered, but that a cost-benefit analysis could be done.

Mayor Honea adjourned the meeting for the day at 4:39 PM.

**Thursday,
February
15, 2024**

7:30AM - Breakfast at Hotel
8:15AM

Mayor Honea called the meeting to order at 8:15 AM and asked the Town Clerk to call the roll. All Council Members were present, constituting a quorum. **Mayor Honea** then led the pledge of allegiance.

8:15AM - North Marana Development and Entitlements: Discussion regarding the
9:15AM Town's vision for North Marana
By: Jason Angell

[Actual start time was 8:17 AM.]

A copy of the presentation slides is on file with the Town Clerk's Office. Please see the slides for details regarding the presentation.

DRAFT SUMMARY MINUTES

Development Services Director Jason Angell presented on development in North Marana. During his presentation, several maps were shown. Please see the presentation slides for various depictions of North Marana. Clarifying questions were asked and answered during his presentation.

Mr. Angell said that the Town has approved many developments in North Marana and has to date only built out a fraction of those units. He then provided updates on several specific developments and highlighted where they were on the maps.

Mr. Angell explained that while the development sounds like a lot in North Marana, there are only two or three subdivision projects that are ready to kick off. He said that if other subdivisions don't get going soon that fiscal-year 2026 will be a difficult year for single-family residence permit numbers. He also said the Monarch development is in the best position to proceed, but that there are some infrastructure evaluations that need to take place.

Vice Mayor Post expressed surprise that there were only two subdivision projects ready to go. **Council Member Comerford** said the developers need to put in the infrastructure. **Mr. Angell** agreed, and **Mr. Rozema** said that the Monarch development does not have as much financial capital some other developers and cannot put in all of the infrastructure at once. Because the Town does not want it patched in, it is working with Monarch to come up with a phase-in plan.

Mr. Angell explained that the groups listed on the map on slide 5 of the presentation slides have discussed possibly wanting industrial development on their properties and posed the question of what kind of industrial uses the Town would want to allow, since industrial can be very broad.

Vice Mayor Post commented that he thought the Town was developing in a way that had more commercial to the south and residential in the north, but that it appeared to be flip-flopping. He said this is a good conversation for the Town to have.

Council Member Ziegler said the Town needs to start saying no to projects. She said the Town is in a position where it can better select what types of development it wants to attract. She said the Town needs to consider first and foremost what the residents of Marana want.

Vice Mayor Post said that putting in data centers, for example, could bring a lot of money into the Town over a ten-year period that could help shape the

DRAFT SUMMARY MINUTES

Town in a way the Town desires. He said the question in his mind was where to put that kind of development, and to first investigate and determine when and whether to say no to a project or to explore where to put it.

Mr. Angell said there are not many property owners in North Marana that own large acreage anymore, which is attractive to developers because it is easier to deal with one property owner instead of multiple owners of smaller properties.

Mr. Angell then showed a proposed new concept for the Villages of Tortolita development on slide 6 of the presentation slides and explained that the developer would like to develop 950 acres of the property as industrial. **Ms. Fairall** said the developer does not have the rezoning for it yet but does own the property.

Council Member Craig and **Council Member Ziegler** asked why industrial was suddenly desired in so many places in the Town. **Mr. Rozema** said it probably is not something new, but is something new to Marana. **Mr. Angell** said once the Town crossed the 50,000 population threshold, it was on the radar for more development. **Council Member Ziegler** commented that she liked the idea of Chandler's bring-your-own-water ordinance discussed the previous day.

Mr. Angell said the big question in light of today's discussion is what the Council would like to see in North Marana. **Mr. Rozema** highlighted that the upcoming presentation relating to having a vibrant downtown in North Marana.

Mayor Honea commented that the Barnett Channel was essential for development on the east side of the freeway, and **Mr. Angell** agreed that drainage improvements would be a major factor for some of the planned development in North Marana to turn on. He said drainage was on the agenda for discussion in the afternoon.

Council Member Ziegler said that the Town has been and will continue to be a growth community, but she would like to see projects like Downtown Marana to be prioritized and to see infill developed before more expansion into outlying areas. She is not in favor of data centers because it does not seem like there much the community gets back from them.

[Council Member Craig stepped out of the meeting for a phone call at approximately 8:57 AM.]

DRAFT SUMMARY MINUTES

Vice Mayor Post said the Town has been good at welcoming residential development, and asked how it could do that more for businesses. He asked whether the Town would like to simply be a bedroom community or if it will attract more businesses and jobs. He said it is more about guiding development in the Town rather than saying no to it. He commented that it is very expensive to be a bedroom community because of all of the maintenance of roadways and other infrastructure involved in residential development. **Mr. Angell** reminded the Council of the maintenance cost discussion from last year's Council retreat in March and commented that if the Town was a bedroom community, it eventually would need to impose a property tax to pay for upkeep.

Mr. Rozema agreed that the Town does not want to become a Town of "no," but that it can now be selective in what opportunities it takes and is in a better position to help craft how it would like North Marana to look.

Council Member Ziegler said that people come to Marana because it is open for business and agreed with **Vice Mayor Post's** comment about guiding development to areas the Council would like them to build rather than declining it altogether. She said many residents want the Town to be a bedroom community, but that the Town will die if it remains that way. She said Chandler focused on residents and employment and tied jobs back to the community.

[Council Member Craig rejoined the meeting at approximately 9:05 AM.]

Mr. Angell said the world has changed a lot since many of the Town's codes were written. As an example, he said many of the code provisions were written to account for Black Friday shopping at shopping centers, which have huge parking lots to accommodate for that once a year but otherwise have a lot of vacant parking spaces. He also recommended that the Council look into the Eastmark development in Mesa which was planned for something different but was overtaken by data centers and distribution centers due in part to the way Mesa's codes had been written. **Ms. Fairall** said that the Town needs to define data centers in its code and address where they should go and not go in its zoning code. **Mr. Angell** said Mesa did not have a definition for data centers and interpreted them as indoor storage.

Council Member Kai agreed that the Town could not remain a bedroom community and that more jobs were needed in the Town.

DRAFT SUMMARY MINUTES

[A break was taken from 9:16 AM until 9:24 AM. All Council Members were present upon the conclusion of the break.]

9:15AM - Downtown Marana: Discussion regarding vision and concept for a possible
10:15AM Downtown Marana Master Plan
By: Scott Stitler and Terry Rozema

[Actual start time was 9:24 AM.]

Mr. Scott Stitler was introduced to the Council, who presented several slides containing depictions of what Downtown Marana could look like. He described his experience in developing Downtown Tucson and other downtowns in the country, and he said he hopes Marana will be his last project before he retires. He said he hoped to develop the south parcel of land owned by the Town located across from the new Community and Aquatics Center first and then to develop property he owns northward off of Sandario Road in a second phase. He showed depictions of what his current vision for downtown looked like, drawing inspiration from Mule Alley at the Stockyards in Fort Worth, Texas. He said the goal would be to give people a reason to come to Downtown Marana and to make it a memorable destination. Clarifying questions were asked and answered during his presentation.

Vice Mayor Post said he liked the presented vision for Downtown Marana and recommended that the Town not think too small when it comes to developing Downtown. He said there is a hunger for things to do in this area and said not to underestimate the need for a venue in this area. **Council Member Craig** said she loved the conceptual design presented and **Council Member Ziegler** and **Council Member Comerford** said they were excited about it. **Mayor Honea** said it was a great concept, and that much more detail was needed. **Mr. Rozema** said the details would be forthcoming in a development agreement. He said the first step is to see if the Council was on board with the concept.

10:15AM - *[A morning break was taken from 10:55 AM until 11:06 AM. All Council Members*
10:30AM *were present after the break.]*

10:30AM - Preliminary Financial Outlook for FY 2025 and discussion regarding options
12:00PM and challenges for funding growth
By: Yiannis Kalaitzidis

[Actual start time was 11:06 AM.]

DRAFT SUMMARY MINUTES

A copy of the presentation slides is on file with the Town Clerk's Office. Please see the slides for details regarding the presentation.

Finance Director Yiannis Kalaitzidis presented on the Town's current financial outlook. For details, including graphs, charts, and tables, please see the presentation slides. Clarifying questions were asked and answered during this presentation.

During his presentation, **Mr. Kalaitzidis** said there were several considerations related to the opening of the Community and Aquatics center next year. **Council Member Comerford** and **Council Member Kai** asked what type of fees would be assessed to those who utilize the center. **Mr. Montague** said the Town would look at what other jurisdictions are doing and bring back options for the Council to consider. **Council Member Kai** asked if the half-cent sales tax could be utilized to offset some of the cost otherwise recovered by center fees. **Mr. Rozema** said that decision would ultimately be up to the Council.

Discussion also occurred regarding the Town loaning itself money from its reserve fund for projects and then reimbursing the fund through impact fee collection. **Vice Mayor Post** said he was fine with this as long as it is considered a real transaction, meaning the Town reserve fund would be paid back.

12:00PM -
1:00PM

Lunch at Hotel

[A lunch break was taken from 12:10 PM until 12:50 PM. All Council Members were present after the break concluded.]

1:00PM -
3:00PM

Transportation Planning and Projects: Update on Transportation Master Plan and discussion of major transportation projects.

By: Fausto Burruel

[Actual start time was 12:50 PM.]

A copy of the presentation slides is on file with the Town Clerk's Office. Please see the slides for details regarding the presentation.

Public Works Director Fausto Burruel provided an update on the Transportation Master Plan and presented on some of the Town's major transportation projects. For details regarding his presentation, including maps and photographs, please see the presentation slides. Clarifying

DRAFT SUMMARY MINUTES

questions were asked and answered during his presentation, including about project timelines, funding sources, and developer contributions.

During his presentation, **Mr. Burruel** explained that the Cortaro Road interchange improvements was the Town's number one ask in the RTA Next program and that the Tangerine improvements was its number two ask. He said the Town is looking into other funding sources, including grants, for the design and construction of the Moore Road interchange. He also highlighted the need for improvements to the Marana Road interchange.

Council Member Ziegler asked if the Town had contingency plans in the event RTA Next did not happen. **Mr. Rozema** said the Town and surrounding jurisdictions are exploring other options, including forming their own RTA if this one does not go through.

Council Member Ziegler said she would rather have the Town fix Cortaro Road instead of building the Moore Road interchange. **Vice Mayor Post** said Cortaro Road will happen even if the Moore Road interchange is constructed. **Council Member Ziegler** said there would be a lot of angry people if Moore is constructed before Cortaro, and **Mr. Rozema** said Moore Road would not be built before Cortaro is improved. **Council Member Ziegler** said her concerns were resolved and that she was now in favor of the Moore Road interchange. **Mr. Burruel** said the Moore Road interchange would need to occur before the Tangerine interchange is redone, and **Vice Mayor Post** agreed, saying the Town would shut down if that were not the case.

Council Member Comerford said the Town needs to be concerned about the businesses on Cortaro Road if three interchanges are worked on in a row. **Council Member Ziegler** agreed, and said the Town needed to ensure people still had access to the businesses during construction. **Mr. Rozema** and **Mr. Burruel** said it would be challenging, but that conversations were already underway to address the concern.

[A break was taken from 2:22 PM until 2:33 PM. All Council Members were present after the break concluded.]

Discussion occurred regarding the Twin Peaks/Rattlesnake Pass Road Widening Project depicted on slide 20 of the presentation slides, including regarding the developer's contribution. **Mr. Burruel** asked if there was an appetite to phase the project, building the portion in front of the development and the rest at a later date. **Mayor Honea** recommended it be completed in

DRAFT SUMMARY MINUTES

just one phase. **Council Member Ziegler** agreed, and there appeared to be a consensus among the Council Members.

3:00PM - Afternoon Break
3:15PM

[An afternoon break was taken from 2:52 PM until 3:00 PM. All Council Members were present after the break concluded.]

3:15PM - Drainage Planning and Projects: Discussion regarding planning for growth,
4:30PM including discussion regarding Barnett Channel and Marana Road Channel, drainage assets and maintenance, possible funding opportunities, and related topics
By: Fausto Burruel

[Actual start time was 3:00 PM.]

A copy of the presentation slides is on file with the Town Clerk's Office. Please see the slides for details regarding the presentation.

Mr. Burruel presented on drainage planning and projects in the Town. For details regarding his presentation, including maps and photographs, please see the presentation slides. Clarifying questions were asked and answered during the presentation, including regarding current channelization of flows, funding opportunities, and ancillary projects that may be needed for the drainage improvements.

During his presentation, **Mr. Burruel** explained the need for the Barnett Channel and Marana Channel, as depicted in the presentation slides. He said the Barnett Channel project would need to be constructed all at the same time, instead of in phases, in order for it to operate properly. He said the Barnett Channel would take certain properties out of the flood plain and would allow for more developable land. **Mayor Honea** agreed and highlighted that it is the properties east of the freeway that would benefit the most from the channel.

Council Member Craig commented that the Town would be losing water that could percolate into its aquifer if flows are diverted through the Barnett Channel into the Santa Cruz River.

Mr. Burruel provided two concepts for the Barnett Channel, as depicted in the presentation slides: a linear park, which would necessitate the removal of Barnett Road, or a concrete channel that would not. He explained the pros and cons of both concepts, as detailed in the slides.

DRAFT SUMMARY MINUTES

Mayor Honea said he was not in favor of eliminating Barnett Road. **Council Member Craig, Vice Mayor Post, Council Member Ziegler, and Council Member Comerford** said they were in favor of the linear park concept. **Council Member Officer** asked if the Town was prepared to maintain a large linear park. **Mr. Rozema** said a linear park would attract funding for the channel from the Pima County Flood Control District and could benefit Downtown Marana but said the main point for this meeting was to discuss the need for the channel and how to fund it.

Mr. Burruel then explained the need for the Marana Channel, as depicted in the presentation slides. He said this channel would not take properties out of the flood plain but would allow for more developable land.

Mr. Burruel also explained the need for the Town to develop a plan to maintain the drainage infrastructure it already has responsibility for and drainage infrastructure which will come to it in the future. He said the Public Works department is primarily funded by dedicated highway funding that cannot be used for drainage infrastructure outside of the Town's right-of-ways, and provided examples outlined in the presentation slides. He discussed potential funding opportunities, including the pros and cons of funding through a stormwater utility versus funding through the general fund. Please see the presentation slides for details.

Mayor Honea said the Town's utility tax would be pretty high if it added a stormwater utility.

Vice Mayor Post said the first thing the Town needed to do was to stop accepting drainage infrastructure as public facilities and leave them for the HOAs to maintain. He said the Town should not take on additional infrastructure until it has a line item in the budget for how it will pay for it. He also said it would be good to bring the Pima County Flood Control District to the table regarding the maintenance of the Santa Cruz River and watersheds.

Mr. Montague said part of the conversation needs to involve whether the Town wants HOAs to maintain significant infrastructure projects that affect the Town. **Vice Mayor Post** said the Town should then require that the HOA's pay the Town for the maintenance. **Mr. Burruel** said part of the problem is that the Town currently does not have the staff needed to inspect drainage infrastructure or provide enforcement. He also said when the Town allows for a LOMR or CLOMR, the Town must be a backstop for the maintenance of

DRAFT SUMMARY MINUTES

the drainage infrastructure. **Mr. Burruel** said he was requesting a supervisor related to drainage infrastructure this year. **Council Member Comerford** and others expressed favor towards that idea.

Council Member Ziegler asked about outsourcing drainage maintenance. **Mr. Burruel** said even if it were outsourced, the Town would still need staff on hand to have internal control over it.

Mr. Burruel said the purpose of this discussion was to receive feedback on funding sources and that a comprehensive plan would be presented at a later date. **Mayor Honea** said he was not in favor of a special taxing district as a funding source.

Mayor Honea adjourned the meeting for the day at 4:27 PM.

**Friday,
February
16, 2024**

Mayor Honea called the meeting to order at 8:14 AM and asked the Town Clerk to call the roll. **Council Member Kai** was absent. All other Council Members were present, constituting a quorum. **Mayor Honea** led the pledge of allegiance and a moment of silence.

7:30AM -
8:15AM

Breakfast at Hotel

8:15AM -
10:00AM

Water and Water Reclamation: General update and discussion regarding water resources, including DAWS update, water/water reclamation infrastructure long-range and system-wide planning, water quality issues, and funding challenges

By: Jing Luo

[Actual start time was 8:14 AM.]

A copy of the presentation slides is on file with the Town Clerk's Office. Please see the slides for details regarding the presentation.

Water Director Jing Luo provided an update on the Town's modification of its Designation of Assured Water Supply (DAWS), water resource acquisitions, infrastructure, long-range and system-wide planning, paper sewer capacity, the Town's water reclamation facility, water quality and PFAs, and funding. For detailed information, including graphs, charts, maps, and images, please see the presentation slides. Clarifying questions were asked and answered during this presentation.

DRAFT SUMMARY MINUTES

Dr. Luo provided an update on the Colorado River shortage. She said last winter was a very good snow year that brought the elevation of Lake Powell up by 60 feet and temporarily relieved the drought situation. She said Lake Mead is now at Tier 1 instead of Tier 2, and **Mr. Montague** highlighted that this means the Town will get a portion of its Non-Indian Agricultural (NIA) Central Arizona Project (CAP) water that was lost with Tier 2. **Dr. Lou** also provided a summary of where the Town was in its drought preparedness plan. Please see the slides for more information.

Regarding the Town's DAWS, **Dr. Luo** explained that the red line in slide 7 of the presentation slides constitutes the Town's existing DAWS limit. The Town is seeking a modification of its existing DAWS to ensure it has enough capacity for continued development. **Mr. Montague** said the DAWS ensures the Town does not run out of paper capacity and said the DAWS process takes a long time to complete. **Dr. Luo** explained that it submitted its application in May of 2022 and received a letter of completeness on December 22, 2023. Objections were received during the public comment period. The Town anticipates receiving final approval in March or April of 2024.

Regarding water resource acquisitions, **Dr. Luo** said the Town is currently heavily reliant on Central Arizona Groundwater Replenishment District (CAGR) water and is aiming to maximize its renewable water supply. She highlighted that, pursuant to recommendations from the Town's nine-month water resources task force, the Town is positioned to purchase 12,000 acre-feet of long-term storage credits (LTSCs) from the Tohono O'odham Nation and that a purchase and sale agreement would be coming before Council on February 20, 2024.

Vice Mayor Post said this purchase was beneficial from a sustainability standpoint because the water is pulled from our own aquifer. He recommended we purchase more water from the Nation. **Mayor Honea** agreed. **Vice Mayor Post** recommended the Town purchase from the Nation each year, if possible. **Mr. Montague** said part of the plan was to obtain as many renewable resources as possible instead of one-time credits. **Council Member Craig** asked if the physical water was actually going into our aquifer. **Council Member Comerford** said it was and was therefore a double benefit.

Vice Mayor Post said he would like to see a reserve "fund" of water resources in the same way the Town contributes to its reserve fund financially. He recommended setting aside water every year and adding more than the Town uses to develop a good portfolio over time. He asked **Mayor Honea** if a policy to that effect could be brought before Council as an agenda item.

DRAFT SUMMARY MINUTES

Dr. Luo provided an update on the Santa Cruz River Effluent Recharge project and said the Town has received a three million dollar grant from the Water Infrastructure Finance Authority of Arizona (WIFA) to develop this project. **Dr. Luo** also summarized the Town's effort to purchase a long-term effluent lease/credit from the Cortaro-Marana Irrigation District (CMID). Please see the presentation slides for more information. Discussion occurred regarding the Town's willingness to engage with CMID and the Bureau of Reclamation, and **Mr. Rozema** said the Town would re-engage with CMID at the Board level to get the ball rolling again.

Dr. Luo then provided updates regarding the Marana Water Reclamation Facility (WRF) and its plan for renewable water supplies. Please see the presentation slides for details, including images and charts. She requested Council feedback and input.

Mayor Honea commented that the water table is going up in Marana, and that the primary concern was having enough water credits. He highlighted a couple of current Legislative efforts that might be beneficial to Marana in that regard.

Dr. Luo provided an update on the Town's water conservation programming, and said the Town received a grant from WIFA for its rebate program. Please see the presentation slides for more detailed information.

Vice Mayor Post praised the use of smart water meters and said he was not a fan of rainwater harvesting. **Mayor Honea** agreed regarding rainwater harvesting, praised low-flow toilets, and recommended adding regulations mandating them in new development. **Mr. Rozema** said most manufacturers now build efficient appliances. **Council Member Ziegler** said most home models have efficient appliances and that they help sell houses. She did not think a mandate was necessary. **Council Member Comerford** and **Council Member Craig** said rainwater harvesting might make sense to some residents. **Vice Mayor Post** said it is important to provide education and outreach. **Mr. Montague** said part of the grant funding involved education and outreach.

Mr. Montague said that the Town's conservation program will change over time based on community needs. He said a few examples were provided at this meeting, but that the vision was for this to be administratively handled rather than each conservation device coming before Council. **Council Member Craig** said that approach made sense.

DRAFT SUMMARY MINUTES

Dr. Luo presented on long-range, system-wide planning related to sewer, the water reclamation facility, and on the Town's current paper sewer capacity. She said the Town is currently above its paper capacity limit but has plenty of physical capacity. She said Town staff initiated a meeting with the Arizona Department of Environmental Quality (ADEQ) in November of 2023 and secured assurances that it could continue development activities in the Town notwithstanding the paper capacity issue. **Mr. Rozema** complemented the Water Department on its work and said if the old rule held, the Town would be required to build expensive treatment plants that wouldn't be used for ten years just to keep up with paper capacity, which did not make sense. Please see the presentation slides for details.

Dr. Luo provided an update on the East Tangerine 16-inch X-Zone Transmission Line and the Marana Park Reservoir/Well project. **Dr. Luo** also provided an update related to PFAS and where the Town will need to install additional treatment plants. **Mr. Montague** said that federal regulations will be forthcoming that will require the construction of additional treatment facilities to treat PFAS. Please see the presentation slides for more detail, including maps, charts, and images.

Mayor Honea asked if the Marana Park well will need PFAS treatment. **Dr. Luo** confirmed Marana Park is one of the facilities that will need treatment, and that the site is the first priority in the Town's proposed treatment installation plan.

Vice Mayor Post asked if the treatment plant costs would be borne by water customers. **Mr. Montague** said it would be challenging to put capital costs on water rates, but that the Town would need to figure out how to incorporate what rates will be for operation and maintenance costs of the treatment facilities once they are constructed. **Council Member Comerford** asked if the PFAS litigation would provide payment. **Ms. Fairall** said the litigation would provide some relief, and that future claims would be allowed as part of the settlement. **Vice Mayor Post** said it was interesting that the federal government is set to impose regulation on thousands of small communities across the country without any means for federal assistance and recommended it would be good to wait to see if the federal government decides to provide funding before assessing ratepayers.

Dr. Luo provided an update on funding opportunities the Water Department has taken advantage of and of funding challenges. Please see the presentation slides for specifics.

DRAFT SUMMARY MINUTES

Vice Mayor Post asked if the Town has considered selling or giving away some of its smaller water systems that are not tied into the main system. **Mayor Honea** commented that the water projects presented are important because they involve the health and welfare of the Town's citizens and asked if money for the projects can be borrowed from its reserve fund and paid back by enterprise funds. **Mr. Montague** said he believes that is the case. **Mayor Honea** said he does not want the Town to raise water rates if possible.

10:00AM - Morning Break & Hotel Check-out
10:45AM

[A morning break was taken from 10:33 AM until 10:57 AM. All six Council Members participating in this day's meeting were present when the break concluded.]

10:45AM - Facilities Master Plan: Update on the Facilities Master Plan (FMP) and
12:00PM discussion regarding location of future town facilities
By: Andrea De La Cruz and Facilities Master Plan Consultants: Chad Billings and Emily Kutzler

[Actual start time was 10:57 AM.]

A copy of the presentation slides is on file with the Town Clerk's Office. Please see the slides for details regarding the presentation.

Assistant to the Town Manager Andrea De La Cruz introduced the topic and the **Facilities Master Plan Consultants, Chad Billings and Emily Kutzler**. **Mr. Billings** provided an overview of the purpose and timeline of the Facilities Master Plan and its progress thus far. He also outlined the Plan's mission, goals, and guiding principles. **Ms. Kutzler** summarized their findings, including projected staff growth projections per department and current and future square footage needs, and she outlined the conditions of each of the Town's facilities and recommended possible solutions for each one. Clarifying questions were asked and answered throughout the presentation. For specifics, please see the presentation slides, which include charts and maps of potential future site locations for some facilities and recommended solutions.

Council Member Comerford was surprised at the recommendation that the entire Marana Municipal Complex needed to be remodeled. **Ms. Kutzler** said the remodel would not involve gutting the building and that it would be

DRAFT SUMMARY MINUTES

phased. **Mr. Billings** said it was more about reorganizing office space for better efficiencies in a new work environment.

Mr. Billings presented the Council with a couple of options for their consideration, feedback, and direction. The first was to either provide a new Marana Operations Center (MOC) location near the Airport for the Public Works Department or to keep Public Works there and move the other departments utilizing the MOC elsewhere. The second was to either provide a new police substation for the police department in a more centrally located area along Twin Peaks and I-10 or to utilize the MOC as the substation.

Regarding the first option, **Vice Mayor Post** said he liked the idea of locating Public Works at the proposed Airport location. He said it lends itself to future growth for the Town and is in a central location for the department. He said it also puts them close to Avra Valley Road, which is a good road for hauling equipment. **Mr. Montague** said one of the considerations was operational efficiencies. **Mr. Rozema** said it would also put the management of Public Works closer to the management of one of their divisions (the Airport).

Regarding the second option, in answer to questions from Council Members, **Mr. Rozema** said the MOC building's exterior would need some upgrades primarily related to security, but that the interior was already equipped as a substation. He said most arrests take place in the areas of Ina Road and Cortaro Road in the Town.

Council Member Ziegler said it would be most efficient to utilize the MOC as a substation.

Ms. De La Cruz said town staff would continue to work with the consultants to draft a report and would bring it back before Council.

12:00PM - Lunch at Hotel
1:00PM

[A lunch break was held from 11:51 AM until 12:25 PM. All six Council Members participating in this day's meeting were present after lunch concluded.]

1:00PM - Parks and Recreation Master Plan: Update on the Parks and Recreation
2:00PM Master Plan and discussion regarding upcoming and future projects, including discussion of the development of regional parks, by developers or the Town, and timing relative to funding sources
By: Jim Conroy

DRAFT SUMMARY MINUTES

[Actual start time was 12:25 PM.]

A copy of the presentation slides is on file with the Town Clerk's Office. Please see the slides for details regarding the presentation.

Parks and Recreation Director Jim Conroy provided updates related to various completed and ongoing Parks and Recreation projects, including the following:

- the Honea Heights Neighborhood Park project (completed),
- the El Rio CMID Turnout (completed),
- the Pole Barn Restoration project (completed),
- the Gladden Farms Dog Park project (completed),
- the Loop Improvement project (completed),
- the Tortolita Preserve Trailhead project (completed),
- the Gladden Farms New Baseball Fields project (completed),
- the Community and Aquatics Center project (under construction),
- the Cal Portland Section of the Loop Trail project (under construction),
- the Honea Heights Neighborhood Park – Phase II project (in design),
- the Tangerine Sky Park – Phase II project (in design),
- the Saguaro Bloom Community Park Phase I project (going to out to bid soon),
- the Saguaro Bloom Community Park Phase II project (in design),
- and the El Rio Recreation Area, Water Quality, and Disc Golf Course projects.

Clarifying questions were asked and answered during the presentation. For more information, including maps, charts, and images, please see the presentation slides.

Vice Mayor Post said he was impressed with how the El Rio Preserve turned out. **Mr. Conroy** said it was a win for the community and said teachers and students often utilize the amenity.

Vice Mayor Post also commented during the presentation that it was very important for the Town to take care of its children in general and highlighted the work of little leagues and swim teams. **Council Member Comerford** and **Council Member Ziegler** said any baseball fields constructed should be constructed with lighting. Regarding the Community and Aquatic Center update, **Vice Mayor Post** said the Town needs more hotels because the center will draw in a lot of people to Marana.

DRAFT SUMMARY MINUTES

Regarding the Cal Portland Segment of the Loop Path project, **Mayor Honea** and **Vice Mayor Post** said the path was a great asset to the community and **Mayor Honea** said it ties us all together.

Regarding the Saguaro Bloom Community Park projects, **Council Member Ziegler** asked if the sports courts were taken out of the park. **Mr. Conroy** said they were taken out of Phase 1 but will be in Phase II which should move forward next year. **Council Member Ziegler** said that was fine as long as they remain part of the park.

Mr. Conroy asked the Council for feedback regarding what the Town should do with the existing pool in Ora Mae Harn District Park once the Aquatics Center opens and showed slides with possible options. Please see the presentation slides for details.

Council Member Ziegler recommended pickle ball courts. **Mayor Honea** recommended a building that could be used for events. **Mr. Rozema** said there was also a need for additional parking at the park, and suggested the filled-in pool could be utilized for that purpose.

Mr. Conroy asked the Council if new regional parks should be Developer-driven projects or if the Town should assume design and development responsibility for these large-scale projects.

Mayor Honea said development agreements need triggers – for example, a developer would need to build the park before pulling the 400th building permit. He said that dollar amounts should no longer be used in these agreements. **Ms. Fairall** said the Town cannot put the project in the Town's infrastructure improvement plan without a dollar amount.

Mr. Rozema said the direction being sought from the Council at this meeting was whether the Town should build the parks itself to ensure they meet Town standards and then have the developers pay for it (i.e., developer paid, Town driven). **Vice Mayor Post** and **Council Member Ziegler** said they agreed with this approach and that it is important for the Town to keep control of these projects.

Mr. Conroy asked what the Council's vision was for the timing of projects relative to available cash flow (e.g. collection of impact fees).

Vice Mayor Post said bonding for individual departments might be in order. **Council Member Ziegler** asked if the Town could utilize a loan from the

DRAFT SUMMARY MINUTES

general fund and repay it with impact fees. **Ms. Fairall** said that was an option. **Vice Mayor Post** recommended development agreements that required developers to pay for parks at certain trigger points so the developers front the money instead of the Town through the general fund.

Mayor Honea adjourned the meeting at 1:53 PM.

CERTIFICATION

I hereby certify that the foregoing are the true and correct minutes of the Marana Town Council Special Meeting/Retreat held on February 14 – 16, 2024. I further certify that a quorum was present.

David L. Udall, Town Clerk



MARANA AZ

ESTABLISHED 1977

**MARANA TOWN COUNCIL
REGULAR COUNCIL MEETING**

11555 W. Civic Center Drive, Marana, Arizona 85653
Second Floor Conference Center, February 20, 2024, at or after 6:00 PM

Ed Honea, Mayor
Jon Post, Vice Mayor
Patti Comerford, Council Member
Jackie Craig, Council Member
Herb Kai, Council Member
John Officer, Council Member
Roxanne Ziegler, Council Member

SUMMARY MINUTES

[Note: The meeting location was modified to take place upstairs in the Second Floor Conference Center as a result of unforeseen HVAC issues in the Council Chambers on the day of the meeting. Signage was posted at the Marana Municipal Complex, including on the doors of the Council Chambers, to provide notice of the room change.]

CALL TO ORDER AND ROLL CALL

Mayor Honea called the meeting to order at 6:01 PM and directed the Town Clerk to call the roll. **Council Member Officer** was absent. All other Council Members were present, constituting a quorum.

PLEDGE OF ALLEGIANCE/INVOCATION/MOMENT OF SILENCE: Led by **Mayor Honea**.

APPROVAL OF AGENDA

Mayor Honea asked for a motion to approve the agenda.

Regular Council Meeting Summary Minutes
February 20, 2024

Page 1 of 7

Vice Mayor Post moved to approve the agenda as presented. Council Member Kai seconded the motion. Motion passed, 6-0.

CALL TO THE PUBLIC

PROCLAMATIONS

PR1 Proclamation Recognizing 20 Years of the Marana Police Volunteers Program (David L. Udall)

Town Clerk / Assistant Town Attorney David Udall read the proclamation as **Mayor Honea** presented it to its recipient.

MAYOR AND COUNCIL REPORTS: SUMMARY OF CURRENT EVENTS

Council Member Ziegler, Council Member Craig, Council Member Comerford, Vice Mayor Post, and Mayor Honea praised the Council Special Meeting/Retreat held the week prior. Vice Mayor Post said it was the best retreat he had ever been to and **Mayor Honea** recommended it occur at the same place next year.

MANAGER'S REPORT: SUMMARY OF CURRENT EVENTS

Town Manager Terry Rozema said the Town issued 59 single-family residential permits so far in February. Last February, there were 67 total permits issued. He highlighted a Valentines event at the Town's Senior Center and the Town's Concerts in the Courtyard series, which is growing in popularity. He said construction on the Community and Aquatics Center is well under way, and that the construction team is catching up on some delays caused by winter rains. He reminded the Council of the upcoming Gladden Farms Baseball Fields ribbon cutting event on March 1 and the Founders Day Signature Event on March 16.

PRESENTATIONS

P1 Relating to Budget; presentation of second quarter results (July-December) for the Town's General Fund and other selected major funds for the 2023-2024 fiscal year (Yiannis Kalaitzidis)

Finance Director Yiannis Kalaitzidis presented the second quarter results for the Town's General Fund and other selected funds for the 2023-2024 fiscal year. A copy of the presentation slides is on file with the Town Clerk's Office. For more detailed information, please see the presentation slides.

P2 Relating to Strategic Planning; presentation and discussion regarding the Town's progress in implementing the Marana Strategic Plan Five (Andrea De La Cruz)

Assistant to the Town Manager Andrea De La Cruz provided an update on the Town's progress in implementing the Marana Strategic Plan Five. A copy of the presentation slides is on file with the Town Clerk's Office. For more detailed information, please see the presentation slides.

CONSENT AGENDA

The Consent Agenda contains items requiring action by the Council which are generally routine items not requiring Council discussion. A single motion and affirmative vote will approve all items on the Consent Agenda, including any resolutions or ordinances. Prior to a motion to approve the Consent Agenda, any Council member may remove any item from the Consent Agenda and that item will be discussed and voted upon separately.

C1 Resolution No. 2024-014: Relating to Development; approving a release of assurances for Tangerine Business Park Blocks 1-10 and Common Areas and accepting public water improvements for maintenance (Jason Angell)

C2 Resolution No. 2024-015: Relating to Personnel; approving and adopting amendments to the Town's Personnel Policies and Procedures, revising Chapter 4 - Employment Benefits and Leaves, Section 4-1-5 "Request for Vacation Leave" and Chapter 5 - Work Rules and Employee Discipline, Policy 5-1 "Hours of Work" and Section 5-5-5 "Grounds for Disciplinary Action" (Curry C. Hale)

C3 Resolution No. 2024-016: Relating to Utilities; approving and authorizing the Mayor to sign the Intergovernmental Agreement between the Town of Marana and Pima County for the Bike Path Construction & Cost Sharing (Jing Luo)

C4 Resolution No. 2024-017: Relating to Water; approving and authorizing the Mayor to sign an agreement for construction of water facilities under private contract with Trico Electric Cooperative, Inc. (David L. Udall)

C5 Approval of Regular Council Meeting Summary Minutes of February 6, 2024 (David L. Udall)

Regular Council Meeting Summary Minutes
February 20, 2024

Page 3 of 7

Council Member Ziegler moved to approve the consent agenda. Council Member Kai seconded the motion. Motion passed, 6-0.

LIQUOR LICENSES

L1 Relating to Liquor Licenses; recommendation to the Arizona Department of Liquor Licenses and Control regarding an application for an owner transfer of a series #007 Beer and Wine Bar liquor license submitted by Mark Wayne Hoelsing on behalf of Quarry Pines Golf Club, located at 8480 North Continental Links Drive, Tucson, Arizona 85743 (David L. Udall)

Mr. Udall informed the Council that Town staff reviewed the application and that it was posted for the required 20-day notice period. He said Town staff recommended an order of approval be submitted to the Arizona Department of Liquor Licenses and Control.

Vice Mayor Post moved to approve and submit to the Arizona Department of Liquor Licenses and Control an order recommending approval of an application for an owner transfer of a series #007 Beer and Wine Bar liquor license submitted by Mark Wayne Hoelsing on behalf of Quarry Pines Golf Club, located at 8480 North Continental Links Drive, Tucson, Arizona 85743. Council Member Kai seconded the motion. Motion passed, 6-0.

BOARDS, COMMISSIONS AND COMMITTEES

B1 Resolution No. 2024-018: Relating to Benefits; appointing Yiannis Kalaitzidis as a Trustee for the Marana Health Care Benefits Trust for a four-year term and making additional Trustee appointments for the Marana Health Care Benefits Trust, retroactively effective from November 20, 2023 (David L. Udall)

Mr. Udall explained that all five Trustee positions are now vacant. He said two resigned ahead of the conclusion of their current term expiring in November of 2025. He said the Town's Finance Director and the other two Trustees reached the end of their four-year terms in November of 2023. Town Staff has solicited applications to fill four of the five vacant positions and has received two applications from **Steve Crooks** and **Tamera Bhatti**. These applicants meet the minimum requirements set forth in the Trust Document.

He explained that the Council-appointed Trustees will begin serving immediately upon appointment and will serve four-year terms, retroactively beginning on November 20, 2023. The other two vacancies, whose terms are set to expire on November 19, 2025, will

Regular Council Meeting Summary Minutes
February 20, 2024

be filled at a later date. For the fifth position, **Mr. Udall** said Town staff recommended the Council reappoint **Mr. Kailitzidis** to serve as a Trustee with a four-year term, also retroactively beginning on November 20, 2023. **Mr. Udall** said **Mr. Crooks** was present at the meeting and left the decision to the Council's Pleasure.

Vice Mayor Post moved to adopt Resolution No. 2024-018, appointing Yiannis Kailitzidis, Steve Crooks, and Tamera Bhatti to the Marana Health Care Benefits Trust Board as described in Resolution No. 2024-018. Council Member Kai seconded the motion. Motion passed, 6-0.

COUNCIL ACTION

A1 Resolution No. 2024-019: Relating to Water; approving and authorizing the Mayor to sign a purchase and sale agreement for long term storage credits with the Tohono O'odham Nation (Jing Luo)

Water Director Jing Luo said this item involves the purchase of 12,000 acre-feet of long term storage credits (LTSCs) from the Tohono O'odham Nation. She said it is important for the Town to adopt proactive measures to secure its water future and that these LTSCs will be utilized in the same area where they are recharged.

Council Member Ziegler moved to adopt Resolution No. 2024-019. Vice Mayor Post seconded the motion. Motion passed, 6-0.

ITEMS FOR DISCUSSION / POSSIBLE ACTION

D1 Relating to Legislation and Government Actions; discussion and possible action or direction regarding all pending state, federal, and local legislation/government actions and on recent and upcoming meetings of other governmental bodies (Terry Rozema)

Mr. Rozema provided an update on legislative activities in the State, including on the following bills:

- SB 1665: Allows developers to seek review of permit applications by a third party if the Town does not complete its review within 15 days, but would leave the liability for any errors with the Town. The Town is opposing this bill.
- HB 2750: Takes away cities and town's rights to regulate housing. The bill passed through the House Committee of the Whole. The Town is opposing this bill.

- HB 2721: Allows duplexes, triplexes, etc. as of right in single-family residential zones. The Town is opposing this bill.
- HB 2309: This bill would render government property excise taxes (GPSETS) useless to municipalities trying to attract economic development. The Town is opposing this bill.
- HB 2273: Authorizes the Department of Corrections to perform a study about utilizing the Marana prison as a short-term transition facility for inmates about to be released.

Mr. Rozema answered clarifying questions during his update.

Mayor Honea asked if some of the housing bills have traction to pass. **Council Member Criag** and **Ms. De La Cruz** said it is a possibility because they are supported by both political parties in the Legislature.

Council Member Ziegler asked whether Pima County closing its asylum seeker program will affect Marana and cause migrants to move in that direction. **Mr. Rozema** said we don't know for sure, but that generally the outlying areas, like Marana, are not destination areas for migrants.

EXECUTIVE SESSIONS

Pursuant to A.R.S. § 38-431.03, the Town Council may vote to go into executive session, which will not be open to the public, to discuss certain matters.

E1 Executive Session pursuant to A.R.S. §38-431.03 (A), Council may ask for discussion or consideration, or consultation with designated Town representatives, or consultation for legal advice with the Town Attorney, concerning any matter listed on this agenda for any of the reasons listed in A.R.S. §38-431.03 (A).

E2 Executive Session pursuant to A.R.S. § 38-431.03(A)(1) for discussion, consideration, and possible interviews of candidates for appointment to the Marana Heath Care Benefits Trust Board.

E3 Executive session pursuant to A.R.S. § 38-431.03(A)(3) and (4), discussion or consultation for legal advice with the Town's attorneys and to consider the Town's

position and instruct its attorneys regarding contemplated litigation to recover costs to remedy water quality issues resulting from perfluorinated compounds contamination. **Mayor Honea** asked for a motion to go into executive session.

Vice Mayor Post moved to go into executive session. Council Member Ziegler seconded the motion. Motion passed, 6-0.

[An executive session was held from 6:54 PM until 7:01 PM.]

Once back in open session, Vice Mayor Post moved to direct the Town Attorney and Town staff to proceed as discussed in executive session. Council Member Comerford seconded the motion. Motion passed, 6-0.

FUTURE AGENDA ITEMS

Notwithstanding the Mayor's discretion regarding the items to be placed on the agenda, if three or more Council members request that an item be placed on the agenda, it must be placed on the agenda for the second regular Town Council meeting after the date of the request, pursuant to Marana Town Code Section 2-4-2(B).

Mayor Honea asked for any future agenda items. There were no requests to add future agenda items.

ADJOURNMENT

Mayor Honea asked for a motion to adjourn the meeting.

Vice Mayor Post moved to adjourn the meeting. Council Member Kai seconded the motion. Motion passed, 6-0. Meeting adjourned at 7:03 PM.

CERTIFICATION

I hereby certify that the foregoing are the true and correct minutes of the regular Town Council meeting held on February 20, 2024. I further certify that a quorum was present.

David L. Udall, Town Clerk



Council-Regular Meeting

D1

Meeting Date: 03/05/2024

To: Mayor and Council

From: Yiannis Kalaitzidis, Finance Director

Date: March 5, 2024

Strategic Plan Focus Area:
Not Applicable

Subject: Presentation: Relating to Finance; presentation, discussion and possible direction on proposed changes to the Town of Marana Comprehensive Fee Schedule and other various rate and fee adjustments (Yiannis Kalaitzidis)

Discussion:

Since 2009, the Town has reviewed its town-wide, Comprehensive Fee Schedule annually to ensure that the Town is continuing to cover its costs, where appropriate, and that it is charging fair and equitable fees to its customers.

Staff conducted this year's review of the Comprehensive Fee Schedule with the following goals in mind:

- Ensure that fees reflect the actual cost of providing programs and services to customers, where appropriate.
- Identify opportunities to streamline, consolidate and modernize the application and use of our fees to encourage/facilitate development.
- Eliminate errors, inconsistencies and unused items within the existing comprehensive fee schedule.

This evening we are only asking Mayor and Council to review the list of proposed changes and provide staff with feedback and direction regarding proposed changes. Information received tonight will be incorporated into the proposed changes which will be brought back for consideration and possible approval on May 21, 2024.

Pursuant to A.R.S. Section 9-499.15, the Town will properly post notice of possible changes to the Comprehensive Fee Schedule. This statute requires that the Town provide notice on its website of any new or increased fees for businesses at least 60

days before the meeting at which the new fees and/or fee increases will be considered for approval.

Staff Recommendation:

Council's pleasure.

Suggested Motion:

Council's pleasure.

Attachments

Proposed Fee Updates
Presentation - Proposed Fee updates

Instructions for changes to fee schedule:

- 1) The current comprehensive fee schedule can be found at: [SPD 20191007 FY2024 Comprehensive Fee Schedule \(00066030\).DOC \(squarespace.com\)](#)
- 2) Elimination, modification, or addition in the Category/Change requested column in the red row.
- 3) Additions will be indicated by a double underline.
- 4) Deletions to existing language will be indicated with ~~striketrough~~.

CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
Modification/Elimination/Addition	EDITS				
	FINAL CHANGES				

CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
---------------------------	-----------------	--------	-----------------	-------	-------------------

DEPARTMENT: Development Services					
Modification	Drainage Report	\$650.00	Per application	<u>Includes up to 3 submittals, \$150 for each additional submittal.</u> Revisions to accepted submittals are \$150 each <u>submittal</u> .	The quality of submittals has significantly decreased in the last 2 years. A submittal should be able to obtain approval within 3 reviews. We are adding a resubmittal fee to capture the additional cost of reviews that go beyond 3 reviews. Currently approx. 50% of the applications are going beyond 3 reviews
	Drainage Report	\$650.00	Per application	Includes up to 3 submittals, \$150 for each additional submittal. Revisions to accepted submittals are \$150 each submittal.	
Modification	Grading Plan Review	\$1300.00	Per application	<u>Includes up to 3 submittals, \$390 for each additional submittal.</u> Revisions to accepted plans are <u>\$390</u> each <u>submittal</u> ~~30% of original fee.~~	The quality of submittals has significantly decreased in the last 2 years. A submittal should be able to obtain approval within 3 reviews. We are adding a resubmittal fee to capture the additional cost of reviews that go beyond 3 reviews. Currently approx. 15% of the applications are going beyond 3 reviews

CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
	Grading Plan Review	\$1300.00	Per application	Includes up to 3 submittals, \$390 for each additional submittal. Revisions to accepted plans are \$390 each submittal.	
Modification	Construction Plan Review	\$1300.00	Per application	<u>Includes up to 3 submittals, \$390 for each additional submittal.</u> Revisions to accepted plans are <u>\$390 each submittal</u> ~~30% of original fee.~~	The quality of submittals has significantly decreased in the last 2 years. A submittal should be able to obtain approval within 3 reviews. We are adding a resubmittal fee to capture the additional cost of reviews that go beyond 3 reviews. Currently approx. 20% of the applications are going beyond 3 reviews
	Construction Plan Review	\$1300.00	Per application	Includes up to 3 submittals, \$390 for each additional submittal. Revisions to accepted plans are \$390 each submittal.	
Modification	Development Plan Package	\$5180 Base + \$70 per acre	Per application	~~One-time fee~~ includes review of development plan, landscape plan, and improvement plans, title, drainage, geotechnical, and traffic reports <u>for up to 3 submittals, \$930 for each additional submittal.</u> Revision to accepted plans are charged 30% of the original fee.	The quality of submittals has significantly decreased in the last 2 years. A submittal should be able to obtain approval within 3 reviews. We are adding a resubmittal fee to capture the additional cost of reviews that go beyond 3 reviews. Currently approx. 40% of the applications are going beyond 3 reviews

CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
	Development Plan Package	\$5180 Base + \$70 per acre	Per application	Includes review of development plan, landscape plan, and improvement plans, title, drainage, geotechnical, and traffic reports for up to 3 submittals, \$930 for each additional submittal. Revision to accepted plans are charged 30% of the original fee.	
Modification	Special Event Permit – Minor less than 1000 attending	\$50.00	Per application	Includes safety inspection, right of-way and traffic control review if applicable to the event. Does not apply to events where ~~park exclusive use~~ <u>Special Event Park Package</u> fee is paid.	Special Event Park Package verbiage provides consistency with the naming convention in the permit processing software. Aligns with changes requested by Parks
	Special Event Permit – Minor less than 1000 attending	\$50.00	Per application	Includes safety inspection, right of-way and traffic control review if applicable to the event. Does not apply to events where Special Event Park Package fee is paid.	
Modification	Special Event Permit – Major 1000 or more attending	\$1000.00	Per application	Includes safety inspection, right of-way and traffic control review if applicable to the event. Does not apply to events where ~~park exclusive use~~ <u>Special Event Park Package</u> fee is paid.	Special Event Park Package verbiage provides consistency with the naming convention in the permit processing software. Aligns with changes requested by Parks

CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
	Special Event Permit – Major 1000 or more attending	\$1000.00	Per application	Includes safety inspection, right of-way and traffic control review if applicable to the event. Does not apply to events where Special Event Park Package fee is paid.	

CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
---------------------------	-----------------	--------	-----------------	-------	-------------------

DEPARTMENT: Parks					
Modification	~~Park Rental Bundle~~ <u>Special Event Park Package- Minor less than 1000 attending</u>	\$500.00	Per park/Per date	Reservation of ~~all designated~~ rentable park spaces, utilities, Event Application Fee, Beer & Wine Permit. (Additional fees ~~for liquor license~~ may apply for public events). <u>Event</u> Application can be submitted up to 6 months in advance.	Providing clarity on minor and major events for Park special event packages. Align verbiage with Town code regarding special events.
	Special Event Park Package- Minor less than 1000 attending	\$500.00	Per park/Per date	Reservation of designated rentable park spaces, utilities, Event Application Fee, Beer & Wine Permit. (Additional fees may apply for public events). Event application can be submitted up to 6 months in advance.	
Addition	<u>Special Event Park Package- Major 1000 or more attending</u>	<u>\$1500.00</u>	<u>Per park/Per date</u>	<u>Reservation of designated rentable park spaces, utilities, Event Application Fee, Beer & Wine Permit. (Additional fees may apply for public events). Event application can be submitted up to 6 months in advance.</u>	Provides clarification on special event park package fee for major events of more than 1000 attending. Verbiage will align with Town code.
	Special Event Park Package- Major 1000 or more attending	\$1500.00	Per park/Per date	Reservation of designated rentable park spaces, utilities, Event Application Fee, Beer & Wine Permit. (Additional fees may apply for public events).	

CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
				Event application can be submitted up to 6 months in advance.	
Modification	Facility Cancellation Fee for: Park Facility Rental: Multi-Purpose, Baseball, Softball Field, Basketball Court, Tennis Court or Volleyball Court, available turf areas; Standard Ramada Rental; Event Ramada Rental; ~~Park Rental Bundle~~ ; Youth Non-Profit Contract User Groups; Park Facility Rental; Multi-Purpose, Baseball, Softball Field, Basketball Court, Tennis Court or Volleyball Court (Premium Hour Fee)	10% of ~~Refund~~ <u>Reservation</u> Amount	Per Reservation Cancellation	~~Any cancellations to a reservation must be submitted in writing or by email at least three days before the reservation date. The Facility Cancellation Fee will apply to cancellations made less than three days before the reservation date.~~ <u>Fee is applied for all customer-requested cancellations. Fee is not applied for Town-initiated cancellations. Online processing (convenience) fees are non-refundable and are not included in calculating the amount of the Facility Cancellation Fee. Refund requests must be submitted in writing at least four days in advance of reservation date and can be emailed to marana.parks@maranaaz.gov. Does not apply to Park Rental Package.</u>	Changes will make the fee language consistent with our refund policy.
	Facility Cancellation Fee for: Park Facility Rental: Multi-Purpose, Baseball, Softball Field,	10% of Reservation Amount	Per Reservation Cancellation	Fee is applied for all customer-requested cancellations. Fee is not applied for Town-initiated cancellations. Online processing (convenience) fees	

CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
	Basketball Court, Tennis Court or Volleyball Court, available turf areas; Standard Ramada Rental; Event Ramada Rental; Youth Non-Profit Contract User Groups; Park Facility Rental; Multi-Purpose, Baseball, Softball Field, Basketball Court, Tennis Court or Volleyball Court (Premium Hour Fee)			are non-refundable and are not included in calculating the amount of the Facility Cancellation Fee. Refund requests must be submitted in writing at least four days in advance of reservation date and can be emailed to marana.parks@maranaaz.gov . Does not apply to Park Rental Packages.	
Modification	Parks & Recreation Activity Registration or Refund Administration Fee	10% of <u>Program</u> Amount	Per cancellation or refund	~~All refunds, unless refund not due to the fault of the customer, are subject to a 10% Administrative Fee, and online processing (convenience) fees are nonrefundable. Refund requests must be emailed to marana.parks@maranaAZ.gov. Fee is applied for all customer-requested cancellations. Fee is not applied for Town-initiated cancellations. Online processing (convenience) fees are non-refundable and are not included in calculating the amount of the Facility Cancellation Fee. Refund~~	Special Event Park Permit verbiage provides consistency with the naming convention in the permit processing software.

CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
				<u>requests must be submitted in writing at least four days in advance of reservation date and can be emailed to marana.parks@maranaaz.gov</u>	
	Parks & Recreation Activity Registration or Refund Administration Fee	10% of Program Amount	Per cancellation or refund	Fee is applied for all customer-requested cancellations. Fee is not applied for Town-initiated cancellations. Online processing (convenience) fees are non-refundable and are not included in calculating the amount of the Facility Cancellation Fee. Refund requests must be submitted in writing at least four days in advance of reservation date and can be emailed to marana.parks@maranaaz.gov	

CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
DEPARTMENT: Police					
Addition	<u>Video Review/Redaction Fee</u>	<u>\$46.00</u>	<u>Per video hour reviewed</u>	<u>Minutes reviewed in excess of video-hour reviewed shall be rounded down to the nearest hour. For victim requests, the fee shall be waived as required by A.R.S. §39-127.</u>	Adding fee per ARS 39-129. This fee will be used to supplement the cost of employing individuals responsible for reviewing and redacting various forms of video for public records requests.
	Video Review/Redaction Fee	\$46.00	Per video hour reviewed	Minutes reviewed in excess of video-hour reviewed shall be rounded down to the nearest hour. For victim requests, the fee shall be waived as required by A.R.S. §39-127.	
DEPARTMENT: Court					
Modification	~~Fee for Taking Default Judgment~~ <u>Fee for processing a case default</u>	\$65.00	~~Per judgment~~ <u>Per case default</u>	Town Magistrate may waive fee based on defendant's financial report or in the interests of justice	July 22, 2019 / Ordinance No. 2019.015
	Fee for processing a case default	\$65.00	Per case default	Town Magistrate may waive fee based on defendant's financial report or in the interests of justice	



Comprehensive Fee Schedule Update

Yiannis Kalaitzidis, CPA
Finance Director



March 5, 2024

BACKGROUND & FY 2025 GOALS

- First comprehensive schedule in 2009
- Commitment to maintaining the schedule
- Goals in comprehensive fee schedule update
 - Standardize fees across departments
 - Ensure fees are fair, equitable and reflect the value of services provided to customers
 - Eliminate errors, inconsistencies and unused items within the existing comprehensive fee schedule
 - Identify opportunities to streamline, consolidate and modernize to encourage/facilitate development

FY 2025 CHANGE SUMMARY

- Total of 12 Requested Changes for FY 2025 Update
 - Added Fees: 2
 - Eliminated Fees: 0
 - Total Modification to Existing Fees: 10
 - Clarifications: 10
 - Increases: 0
 - Decreases: 0

FY 2024-2025 TIMELINE

Fiscal Year 2024-25	
Dates:	Task Description:
December 4, 2023	Comprehensive Fee Schedule kick-off (email distribution)
January 5, 2024	Comprehensive Fee Schedule proposed changes to Finance
January 10, 2024	Comprehensive Fee Schedule proposed changes to committee members
January 23, 2024	Comprehensive Fee Schedule committee meeting #1
February 12, 2024	Review & discussion proposed changes with Manager's Office
February 14, 2024	Outreach to MPA/SABA/ other relevant stakeholders
March 5, 2024	Council study session
March 14, 2024	Comprehensive Fee Schedule Notice of Proposed Changes
May 21, 2024	Possible adoption date of new fee structure

Notice of intent to consider changes posted at least 60 days prior to meeting (ARS §9-499.15)

Outreach to possible stakeholders

DEVELOPMENT SERVICES PROPOSED CHANGES

Proposed Modifications:

- Drainage Report
- Grading Plan Review
- Construction Plan Review
- Development Plan Package
- Special Event Permit- Minor less than 1000 attending
- Special Event Permit- Major 1000 or more attending

PARKS & RECREATION: PROPOSED CHANGES

Proposed Fee Modifications:

- Special Event Park Package- Minor less than 1000 attending
- Special Event Park Package- Major 1000 or more attending
- Facility Cancellation Fee
- Parks & Recreation Activity Registration or Refund Administration Fee

POLICE DEPARTMENT & COURTS: PROPOSED CHANGES

Police Department Proposed Fee Addition:

- Video Review/Redaction Fee

Courts Proposed Modifications:

- Fee for processing a case default

DISCUSSION