



MARANA TOWN COUNCIL
REGULAR COUNCIL MEETING
NOTICE AND AGENDA

11555 W. Civic Center Drive, Marana, Arizona 85653
Council Chambers, June 4, 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 June 4, 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

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. 2024-052: Relating to Administration; designating Yiannis Kalaitzidis as the Chief Fiscal Officer for officially submitting the Fiscal Year 2025 Expenditure Limitation Report to the Arizona Auditor General (Libby Shelton)
- C2 Resolution No. 2024-053: Relating to Administration; adopting the Town of Marana Public Safety Personnel Retirement System Pension Funding Policy for fiscal year 2024-2025 (Yiannis Kalaitzidis)
- C3 Resolution No. 2024-054: Relating to Intergovernmental Relations; approving and authorizing the Town Manager to execute a Lobbying Services Agreement with Triadvocates, LLC for Fiscal Year 2025 (Andrea De La Cruz)
- C4 Resolution No. 2024-055: Relating to Personnel; approving and adopting amendments to the Town's Personnel Policies and Procedures, revising Chapter 4 - Employment Benefits and Leaves by amending Policy 4-16 "Parental Paid Time Off" (Curry C. Hale)
- C5 Resolution No. 2024-056: Relating to Public Works; approving and authorizing the Mayor to sign a Letter Agreement with the United States Department of Energy Western Area Power Administration (WAPA) for the relocation of certain WAPA facilities as part of the Twin Peaks Road/Rattlesnake Pass road project (Jane Fairall)

- C6 Approval of Study Session Summary Minutes of May 14, 2024 and approval of Regular Council Meeting Summary Minutes of May 21, 2024 (David L. Udall)

LIQUOR LICENSES

- L1 Relating to Liquor Licenses; recommendation to the Arizona Department of Liquor Licenses and Control regarding an application for a new series #007 Beer and Wine Bar liquor license submitted by Spencer Tracy Brown on behalf of Hawaii Fluid Art, located at 6401 Marana Center Boulevard, Suite 800, Tucson, Arizona, 85742 (David L. Udall)

BOARDS, COMMISSIONS AND COMMITTEES

- B1 Resolution No. 2024-057: Relating to Boards, Commissions and Committees; appointing Jannine Beyer as Trustee for the Marana Health Care Benefits Trust Board, effective immediately, for a term ending on November 19, 2025 (David L. Udall)

COUNCIL ACTION

- A1 PUBLIC HEARING: Resolution No. 2024-058: Relating to Community and Neighborhood Services; approving and adopting the Town of Marana Plan Year 2024 Annual Action Plan for the Town of Marana Community Development Block Grant Program and authorizing the Town Manager to transmit the Annual Action Plan document to the United States Department of Housing and Urban Development (Lisa Shafer)

ITEMS FOR DISCUSSION / POSSIBLE ACTION

- D1 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)
- D2 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

C1

Meeting Date: 06/04/2024

To: Mayor and Council

From: Libby Shelton, Deputy Town Attorney

Date: June 4, 2024

Strategic Plan Focus Area:
Not Applicable

Subject: Resolution No. 2024-052: Relating to Administration; designating Yiannis Kalaitzidis as the Chief Fiscal Officer for officially submitting the Fiscal Year 2025 Expenditure Limitation Report to the Arizona Auditor General (Libby Shelton)

Discussion:

A.R.S. §41-1279.07 requires each political subdivision to provide to the auditor general by July 31 each year the name of the chief fiscal officer (CFO) designated by the governing board of the political subdivision to submit the current fiscal year's annual expenditure limitation report (AELR). In the past, the Town has accomplished this by filling out the reports requested by the auditor general. However, the auditor general is now requiring that the Town submit documentation of the Council's official designation, in the form of a resolution. The attached resolution appoints the Town's Finance Director, Yiannis Kalaitzidis, as the Town's CFO for purposes of submitting the AELR.

Staff Recommendation:

Staff recommends approval of the resolution appointing Yiannis Kalaitzidis as the Town's CFO for purposes of submitting the AELR for FY 2025.

Suggested Motion:

I move to adopt Resolution No. 2024-052, designating Yiannis Kalaitzidis as the Chief Fiscal Officer for officially submitting the Fiscal Year 2025 Expenditure Limitation Report to the Arizona Auditor General.

Attachments

Resolution No. 2024-052

MARANA RESOLUTION NO. 2024-052

RELATING TO ADMINISTRATION; DESIGNATING YIANNIS KALAITZIDIS AS THE CHIEF FISCAL OFFICER FOR OFFICIALLY SUBMITTING THE FISCAL YEAR 2025 EXPENDITURE LIMITATION REPORT TO THE ARIZONA AUDITOR GENERAL

WHEREAS A.R.S. §41-1279.07(E) requires each county, city, town, and community college district to annually provide to the Auditor General by July 31 the name of the Chief Fiscal Officer the governing body has designated to officially submit the current year's annual expenditure limitation report (AELR) on the governing body's behalf; and

WHEREAS, the Town of Marana Mayor and Council desire to designate Yiannis Kalaitzidis as the Town's Chief Fiscal Officer; and

WHEREAS entities must submit an updated form and documentation for any changes in the individuals designated to file the AELR; and

WHEREAS the Town Council finds that adopting this resolution designating the Town's Finance Director, Yiannis Kalaitzidis, as the Town's Chief Fiscal Officer for this purpose is in the best interests of the Town and its citizens.

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

SECTION 1. The recitals above are hereby incorporated as if fully set forth herein.

SECTION 2. Yiannis Kalaitzidis is hereby designated as the Town's Chief Fiscal Officer for purposes of submitting the fiscal year 2025 AELR to the Arizona Auditor General's Office on the governing body's behalf.

PASSED AND ADOPTED by the Mayor and Council of the Town of Marana, Arizona, this 4th day of June, 2024.

Mayor Ed Honea

ATTEST:

APPROVED AS TO FORM:

David L. Udall, Town Clerk

Jane Fairall, Town Attorney



Council-Regular Meeting

C2

Meeting Date: 06/04/2024

To: Mayor and Council

From: Yiannis Kalaitzidis, Finance Director

Date: June 4, 2024

Strategic Plan Focus Area:
Not Applicable

Subject: Resolution No. 2024-053: Relating to Administration; adopting the Town of Marana Public Safety Personnel Retirement System Pension Funding Policy for fiscal year 2024-2025 (Yiannis Kalaitzidis)

Discussion:

Arizona Revised Statutes (A.R.S.) §38-863.01 requires that all jurisdictions that participate in the Public Safety Personnel Retirement System (PSPRS) must annually adopt and post on the governing body's website a PSPRS pension funding policy for employees who were hired before July 1, 2017 (Tier 1 & 2). It excludes the health premium subsidy/benefit and employees hired on or after July 1, 2017 (Tier 3) funds.

The attached document is the annual update of the Town's PSPRS Funding Policy, compiled using the League of Arizona Cities and Towns model policy along with feedback received from Council during the first adoption of the policy on May 7, 2019. There are no significant changes from the prior year policy.

The League's draft policy allows each jurisdiction to develop different options on how to maintain an appropriate funding ratio for the pension plan or, at its simplest form, allows the Town to do nothing more than memorialize our current obligations and practices. Our obligations have always stemmed from the actuarial reports prepared annually for the pension plan.

The policy includes the following element as required by state statute:

- Formally accepts the employee's share of the assets and liabilities under the

system based on the system's actuarial valuation report

The policy also includes funding objectives that address:

- How to maintain stability of the Town's contributions to the pension plan
- How and when the Town's funding requirement will be met
- Defines the Town's funded ratio target under the system and the timeline for reaching the targeted funded ratio

All amounts, the ratio and the funded ratio target and timeline for reaching the targeted funded ratio were obtained from the most recent actuarial report prepared for the pension plan as issued in December 2023.

The policy will be posted on the Town's website upon approval in a public meeting.

Staff Recommendation:

Staff recommends adoption of Resolution No. 2024-053 adopting a pension funding policy for the PSPRS.

Suggested Motion:

I move to adopt Resolution No. 2024-053, adopting the Town of Marana Public Safety Personnel Retirement System (PSPRS) Pension Funding Policy for FY 2024-2025.

Attachments

Resolution No. 2024-053
Exhibit A to Resolution

MARANA RESOLUTION NO. 2024-053

RELATING TO ADMINISTRATION; ADOPTING THE TOWN OF MARANA PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM PENSION FUNDING POLICY FOR FISCAL YEAR 2024-2025

WHEREAS A.R.S. § 38-863.01 requires each governing body of an employer with employees in the Public Safety Personnel Retirement System (PSPRS) to annually adopt a pension funding policy for the system for employees who were hired before July 1, 2017; and

WHEREAS the Town has developed a pension funding policy with funding objectives as required by the statute; and

WHEREAS the Town Council finds that it is in the best interests of the community to adopt the PSPRS funding policy for fiscal year 2024-2025.

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

SECTION 1. The Town of Marana Public Safety Personnel Retirement System (PSPRS) Pension Funding Policy for FY 2024-2025, attached to and incorporated in this resolution as Exhibit A, is hereby adopted.

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 the PSPRS funding policy.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, Arizona, this 4th day of June, 2024.

Mayor Ed Honea

ATTEST:

APPROVED AS TO FORM:

David L. Udall, Town Clerk

Jane Fairall, Town Attorney

Town of Marana Public Safety Personnel Retirement System Pension Funding Policy

The intent of this policy is to clearly communicate the Council's pension funding objectives and its commitment to our employees and the sound financial management of the Town and to comply with new statutory requirements of Laws 2018, Chapter 112.

The Town's police employees who are regularly assigned hazardous duty participate in the Public Safety Personnel Retirement System (PSPRS).

Public Safety Personnel Retirement System (PSPRS)

PSPRS is administered as an agent multiple-employer pension plan. An agent multiple-employer plan has two main functions: 1) to comingle assets of all plans under its administration, thus achieving economy of scale for more cost efficient investments, and invest those assets for the benefit of all members under its administration and 2) serve as the statewide uniform administrator for the distribution of benefits.

Under an agent multiple-employer plan each agency participating in the plan has an individual trust fund reflecting that agencies' assets and liabilities. Under this plan all contributions are deposited to and distributions are made from that fund's assets, each fund has its own funded ratio and contribution rate, and each fund has a unique annual actuarial valuation. The Town of Marana has one trust fund for police employees.

Council formally accepts the assets, liabilities, and current funding ratio of the Town's PSPRS trust funds from the June 30, 2023 actuarial valuation, which are detailed below.

Trust Fund	Assets	Accrued Liability	Unfunded Actuarial Accrued Liability	Funded Ratio
Marana Police – Tier 1 & Tier 2 Pension	\$ 42,505,600	\$ 56,098,534	\$ 13,592,934	75.8%

PSPRS Funding Goal

Pensions that are less than fully funded place the cost of service provided in earlier periods (amortization of UAAL) on the current taxpayers. Fully funded pension plans are the best way to achieve taxpayer and member intergenerational equity. Many funds in PSPRS are significantly underfunded and falling well short of the goal of intergenerational equity.

The Council's PSPRS funding ratio goal is 100% (fully funded) by June 30, 2036. Council established this goal for the following reasons:

- The PSPRS trust funds represent only the Town of Marana's liability.
- A fully funded pension is the best way to achieve taxpayer and member intergenerational equity.

Council has taken the following actions to achieve this goal:

- Maintain ARC payment from operating revenues – Council is committed to maintaining the full ARC payment (normal cost and UAAL amortization) from operating funds. The estimated combined ARC for FY2023 is \$2,067,851 and will be able to be paid from operating funds without diminishing Town services.
- Authorize the Town Manager to propose additional measures as part of the annual budget process based on projected financial conditions and Town operational needs. Such measures may include the following:
 - Pre-payment of the estimated combined ARC amount at the beginning of each fiscal year, as permitted by the pension plan.
 - Additional payments above the ARC.

Based on these actions the Council plans to achieve its goal of 100% funding by June 30, 2036, in accordance with the amortization timeline set forth by the PSPRS June 30, 2023 Actuarial Valuation.

Definitions

Several terms are used throughout this policy:

Unfunded Actuarial Accrued Liability (UAAL) – Is the difference between trust assets and the estimated future cost of pensions earned by employees. This UAAL results from actual results (interest earnings, member mortality, disability rates, etc.) being different from the assumptions used in previous actuarial valuations.

Annual Required Contribution (ARC) – Is the annual amount required to pay into the pension funds, as determined through annual actuarial valuations. It is comprised of two primary components: normal pension cost – which is the estimated cost of pension benefits earned by employees in the current year; and, amortization of UAAL – which is the cost needed to cover the unfunded portion of pensions earned by employees in previous years. The UAAL is collected over a period of time referred to as the amortization period. The ARC is a percentage of the current payroll.

Funded Ratio – Is a ratio of fund assets to actuarial accrued liability. The higher the ratio the better funded the pension is with 100% being fully funded.

Intergenerational equity – Ensures that no generation is burdened by substantially more or less pension costs than past or future generations.



Council-Regular Meeting

C3

Meeting Date: 06/04/2024

To: Mayor and Council

Submitted For: Terry Rozema, Town Manager

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

Date: June 4, 2024

Strategic Plan Focus Area:

Not Applicable

Subject: Resolution No. 2024-054: Relating to Intergovernmental Relations; approving and authorizing the Town Manager to execute a Lobbying Services Agreement with Triadvocates, LLC for Fiscal Year 2025 (Andrea De La Cruz)

Discussion:

The Town of Marana has contracted with Triadvocates, LLC for lobbying services since 2010. In keeping with the Legislative Program adopted annually by the Town Council, Triadvocates pursues and defends Marana's Legislative priorities at the Arizona State Legislature. This includes communicating directly with legislators and their staff, outside stakeholders, and other governmental bodies as needed to achieve desired legislative outcomes. Additionally, Triadvocates advises the Town on ongoing legislation and legislative issues, providing information and strategic guidance throughout the legislative session. The Lobbying Services Agreement is for a term of one year, from July 1, 2024 through June 30, 2025. The annual compensation has been adjusted upward from the 2023-2024 agreement.

Financial Impact:

Fiscal Year: 2024-2025

Budgeted Y

Y/N:

Amount: \$60,000.00

Staff Recommendation:

Staff recommends approval of the Triadvocates contract.

Suggested Motion:

I move to adopt Resolution No. 2024-054; approving and authorizing the Town Manager to execute a Lobbying Services Agreement with Triadvocates, LLC for Fiscal Year 2025.

Attachments

Resolution No. 2024-054
Exhibit A to Resolution

MARANA RESOLUTION NO. 2024-054

RELATING TO INTERGOVERNMENTAL RELATIONS; APPROVING AND AUTHORIZING THE TOWN MANAGER TO EXECUTE A LOBBYING SERVICES AGREEMENT WITH TRIADVOCATES, LLC FOR FISCAL YEAR 2025

WHEREAS the Town of Marana and Triadvocates, LLC wish to enter into an agreement whereby Triadvocates, LLC will provide lobbying services for the Town before state government bodies and officials; and

WHEREAS the Mayor and Council of the Town of Marana feel it is in the best interests of the citizens of Marana to enter into the lobbying services agreement addressed by this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, that the lobbying services agreement between the Town of Marana and Triadvocates, LLC for fiscal year 2025, attached to this resolution as Exhibit A is hereby approved, and the Town Manager is authorized to execute it for and on behalf of the Town of Marana.

IT IS FURTHER RESOLVED that the Town Manager and staff are hereby directed and authorized to undertake all other and further tasks required or beneficial to carry out the terms, obligations, conditions and objectives of the lobbying services agreement.

PASSED AND ADOPTED by the Mayor and Council of the Town of Marana, Arizona, this 4th day of June, 2024.

Mayor Ed Honea

ATTEST:

APPROVED AS TO FORM:

David L. Udall, Town Clerk

Jane Fairall, Town Attorney

LOBBYING SERVICES AGREEMENT

This Agreement for lobbying services (this “Agreement”) is made and entered into by and between the TOWN OF MARANA, an Arizona municipal corporation (the “Town”) and TRIADVOCATES LLC, a Delaware limited liability company (“TRIADVOCATES”).

IN CONSIDERATION of the mutual obligations contained in this Agreement, the parties mutually agree as follows:

ARTICLE I. SCOPE OF WORK/COMPENSATION

A.ENGAGEMENT AND SCOPE OF SERVICES: The Town retains TRIADVOCATES in the capacity of lobbyist. TRIADVOCATES shall provide lobbying services at the direction of the Town Manager as approved and directed by the Mayor and Council. TRIADVOCATES’ duties shall include providing lobbying services for the Town before state government bodies and officials.

B.REPRESENTATION OF OTHER CLIENTS: Nothing in this Agreement shall be interpreted to prohibit TRIADVOCATES from representing other clients so long as that representation does not constitute a legal conflict of interest. The Town may waive conflicts to the extent permitted by law.

C.COMPENSATION: For the services contemplated in this Agreement, the Town shall pay TRIADVOCATES a fee of \$5,000.00 per month, with total compensation under this Agreement not to exceed \$60,000.

D.CHARGES FOR COSTS AND EXPENSES: With the Town Manager’s prior written approval, the Town shall reimburse TRIADVOCATES for any reasonable out-of-pocket costs, including costs for travel time or mileage, which TRIADVOCATES may incur as a direct result of its lobbying efforts on the part of the Town. TRIADVOCATES will not markup any of its costs.

E.BILLING: TRIADVOCATES shall bill the Town for its services on or about the first day of each month. The Town shall pay invoices within 30 days of receipt.

ARTICLE II. TERM

This Agreement shall begin on and be effective as of July 1, 2024, and shall continue in full force and effect until June 30, 2025 unless sooner terminated pursuant to Article III.

ARTICLE III. TERMINATION/MODIFICATIONS

A. TERMINATION: This Agreement may be terminated by either the Town or TRIADVOCATES at any time, subject to payment of all fees and costs incurred through the date of termination, by giving written notice to the other party. The written notice shall be

delivered personally or by certified mail, and termination shall take effect 30 days after receipt of the written notice by the receiving party.

- B. MODIFICATION:** This Agreement may not be modified except by an instrument in writing duly executed by all parties.

ARTICLE IV. MISCELLANEOUS

A.ENTIRE AGREEMENT: This Agreement supersedes any and all agreements previously made between the parties relating to the subject matter of this Agreement, and there are no understandings or agreements other than those incorporated in this Agreement.

B.NO ASSIGNMENT: TRIADVOCATES may not assign any rights or obligations under this Agreement without the Town's prior written consent.

C.INDEPENDENT CONTRACTOR STATUS: TRIADVOCATES is an independent contractor and nothing in this Agreement shall make TRIADVOCATES an employee of the Town. TRIADVOCATES is solely responsible for all federal, state and local taxes, including but not limited to FICA, unemployment compensation and workers' compensation, and will not be subject to the personnel policies or entitled to any benefits of the Town.

D.GOVERNING LAW: This Agreement shall be governed, construed, and interpreted in accordance with the laws of the State of Arizona.

E.ATTORNEYS' FEES: If there is a breach of this Agreement that results in litigation, the prevailing party shall be awarded its attorneys' fees and court costs incurred in the litigation.

F.SEVERABILITY: If any provision of this Agreement shall under any circumstances be deemed invalid or inoperative, this Agreement shall be construed with the invalid or inoperative provision deleted and the rights and obligations construed and enforced accordingly.

G.CONFLICT OF INTEREST: This Agreement is subject to the provisions of A.R.S. § 38511, which provides for termination in certain instances involving conflicts of interest.

H.COMPLIANCE WITH IMMIGRATION LAWS: TRIADVOCATES warrants that it complies with all federal immigration laws and regulations that relate to its employees and with A.R.S. § 23214 (A). TRIADVOCATES acknowledges that pursuant to A.R.S. § 414401, a breach of this warranty is a material breach of this Agreement subject to penalties up to and including termination of this Agreement, and that the Town retains the legal right to inspect the papers of any employee who works on the Agreement to ensure compliance with this warranty.

IN WITNESS WHEREOF, the parties have executed this Agreement on the last signature date below.

TOWN OF MARANA:

TRIADVOCATES LLC:

By: _____

Terry S. Rozema, Town Manager

By: _____

Julie Rees, Principal

EIN/SSN: 42-1528332

Dated: _____

Dated: _____

ATTEST:

David L. Udall, Town Clerk

APPROVED AS TO FORM:

Jane Fairall, Town Attorney



Council-Regular Meeting

C4

Meeting Date: 06/04/2024

To: Mayor and Council

From: Curry C. Hale, Human Resources Director

Date: June 4, 2024

Strategic Plan Focus Area:

Proactive Public Services

Subject: Resolution No. 2024-055: Relating to Personnel; approving and adopting amendments to the Town's Personnel Policies and Procedures, revising Chapter 4 - Employment Benefits and Leaves by amending Policy 4-16 "Parental Paid Time Off" (Curry C. Hale)

Discussion:

The proposed revision to Section 4-16-1 "Eligibility" changes the effective date to reflect the beginning of the fiscal year for 2025.

The proposed revision to Section 4-16-2 "Amount of Parental Paid Time Off" changes the amount of hours to reflect an increase up to 160 hours.

The proposed revision to Section 4-16-6 "Additional Paid Time Off" changes the amount of hours to reflect the proposed increase of up to 160 hours.

The proposed changes to the Town's Personnel Policies and Procedures are recommended to keep us competitive in recruiting and retaining talent that aligns with our values, mission, and vision.

Financial Impact:

Fiscal Year: 2025

Budgeted Y/N: Y

Amount: \$25,554

Staff Recommendation:

Staff recommends approval and adoption of amendments to the Town's Personnel Policies and Procedures, Chapter 4 - Employment Benefits and Leaves.

Suggested Motion:

I move to adopt Resolution No. 2024-055, approving and adopting amendments to the Town's Personnel Policies and Procedures, revising Chapter 4 - Employment Benefits and Leaves by amending Policy 4-16 "Parental Paid Time Off".

Attachments

Resolution No. 2024-055
Exhibit A to Resolution

MARANA RESOLUTION NO. 2024-055

RELATING TO PERSONNEL; APPROVING AND ADOPTING AMENDMENTS TO THE TOWN'S PERSONNEL POLICIES AND PROCEDURES, REVISING CHAPTER 4 - EMPLOYMENT BENEFITS AND LEAVES BY AMENDING POLICY 4-16 "PARENTAL PAID TIME OFF"

WHEREAS Chapter 3-3 of the Marana Town Code provides that the Town Council may adopt personnel policies, rules, and regulations that follow the generally accepted principles of good personnel administration and which may be modified or changed from time to time; and

WHEREAS the Town Council adopted Personnel Policies and Procedures via Town of Marana Ordinance 99.12 and Resolution 99-38 on May 18, 1999, which have been amended from time to time; and

WHEREAS the Council finds that adoption of the amendments to the Town's Personnel Policies and Procedures as set forth in this resolution is in the best interests of the Town and its employees.

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

SECTION 1. Chapter 4 of the Town's Personnel Policies and Procedures, entitled "Employment Benefits and Leaves", is hereby amended as set forth in Exhibit A attached to and incorporated by this reference in this resolution, with deletions shown with ~~strikeouts~~ and additions shown with double underlining.

SECTION 2. All ordinances, resolutions, or motions and parts of ordinances, resolutions, or motions of the Council in conflict with the provisions of this resolution are hereby repealed, effective as of the effective date of this resolution.

SECTION 3. 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 the aforementioned amendments.

SECTION 4. The amendments to the Town's Personnel Policies and Procedures approved and adopted by this resolution shall become effective on July 1, 2024.

PASSED AND ADOPTED by the Mayor and Council of the Town of Marana, Arizona, this 4th day of June, 2024.

Mayor Ed Honea

ATTEST:

APPROVED AS TO FORM:

David L. Udall, Town Clerk

Jane Fairall, Town Attorney



CHAPTER 4

EMPLOYMENT BENEFITS AND LEAVES

[NO REVISIONS TO POLICIES 4-1 THROUGH 4-15]

POLICY 4-16 PARENTAL PAID TIME OFF

The Town of Marana provides parental paid time off to eligible employees. The Town of Marana is committed to providing a work environment that is supportive of eligible employees' work and personal life obligations. The purpose of parental paid time off is to enable the eligible employee to care for and bond with a newborn or a newly adopted child.

Section 4-16-1 Eligibility

- A. The provisions of this policy apply to a benefit-eligible classified or unclassified employee who has:
 - 1. Worked for the Town for at least 12 continuous months; and
 - 2. Worked at least 1,250 hours during the 12-month period immediately preceding the commencement of the parental paid time off.
- B. Parental paid time off eligibility commences upon the birth or adoption of a child under 18 years old, subject to the following.
 - 1. The birth or adoption must have occurred on or after July 1, ~~2019~~2024.
 - 2. For purposes of this policy, adoption does not include:
 - a. Adoption of a spouse's or partner's child unless the child is adopted by both parents at the same time.
 - b. Adoption of step-children or the equivalent.
 - c. Guardianship, foster placement or in loco parentis.
 - 1. In Loco Parentis is defined as persons with day-to-day responsibilities to care for and/or financially support a child. A biological or legal relationship is not necessary.
- C. Surrogates and sperm donors are not eligible for parental paid time off.

Section 4-16-2 Amount of Parental Paid Time Off

- A. Eligible full-time employees shall receive up to ~~80~~160 hours of parental paid time off in a rolling 12month period.
- B. Eligible part-time employees shall receive a prorated amount of parental paid time off based on the number of hours per week they are officially scheduled to work.
- C. Additional parental paid time off is not available if an employee has two births and/or adoptions or combination of either within a single rolling 12-month period.



CHAPTER 4

EMPLOYMENT BENEFITS AND LEAVES

If both parents are Town employees, each parent is eligible for parental paid time off.

[No revisions to Sections 4-16-3 to 4-16-5]

Section 4-16-6 Additional Paid Time Off

Employees may be eligible for and request additional paid time off, beyond the ~~80~~160 hours of parental paid time off, in accordance with any applicable leave policies.

[No revisions to Sections 4-16-7 and 4-16-8]



Council-Regular Meeting

C5

Meeting Date: 06/04/2024

To: Mayor and Council

From: Jane Fairall, Town Attorney

Date: June 4, 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

Subject: Resolution No. 2024-056: Relating to Public Works; approving and authorizing the Mayor to sign a Letter Agreement with the United States Department of Energy Western Area Power Administration (WAPA) for the relocation of certain WAPA facilities as part of the Twin Peaks Road/Rattlesnake Pass road project (Jane Fairall)

Discussion:

The Town will soon begin construction of the Twin Peaks Road/Rattlesnake Pass road project. Based on the design of the project, the Town consulted with the United States Department of Energy Western Area Power Administration (WAPA) as WAPA owns and operates a 115-kV transmission line in the area of the Town's road project. During coordination meetings, the Town and WAPA determined that two of WAPA's structures in the project area require relocation to avoid conflicts with the road project. WAPA has acknowledged that it will pursue relocation of the WAPA facilities in question and also advised the Town that it is asserting a claim to prior rights within the project area for the road project, based on perpetual easements that WAPA obtained from private landowners in 1947.

The Town has researched WAPA's prior rights claim and is in agreement that WAPA has a valid prior rights claim for reimbursement by the Town with regard to removal and relocation of the WAPA facilities. WAPA provided an estimate for the relocation of

\$65,000. The proposed Letter Agreement will facilitate WAPA's removal and relocation of the WAPA facilities with reimbursement for the work by the Town. Specifically, the Town will make a cash deposit of \$65,000 to WAPA upon receipt of an invoice from WAPA. Within 60 days of completion of the relocation of the WAPA facilities, WAPA will provide the Town a final invoice and documentation of WAPA's costs. If the deposit was insufficient to cover the Town's obligations under the agreement, the Town will pay WAPA the balance of the costs for removal and relocation of the WAPA facilities. Any excess funds will be returned to the Town.

Financial Impact:

The Twin Peaks Road/Rattlesnake Pass project budget includes adequate budget capacity to satisfy the terms of this agreement.

Staff Recommendation:

Staff recommends approval of the agreement.

Suggested Motion:

I move to adopt Resolution No. 2024-056, approving and authorizing the Mayor to sign a Letter Agreement with the United States Department of Energy Western Area Power Administration (WAPA) for the relocation of certain WAPA facilities as part of the Twin Peaks Road/Rattlesnake Pass road project.

Attachments

Resolution No. 2024-056
Letter Agreement
WAPA Notification of prior rights
WAPA Easement
WAPA Easement

MARANA RESOLUTION NO. 2024-056

RELATING TO PUBLIC WORKS; APPROVING AND AUTHORIZING THE MAYOR TO SIGN A LETTER AGREEMENT WITH THE UNITED STATES DEPARTMENT OF ENERGY WESTERN AREA POWER ADMINISTRATION (WAPA) FOR THE RELOCATION OF CERTAIN WAPA FACILITIES AS PART OF THE TWIN PEAKS ROAD/RATTLESNAKE PASS ROAD PROJECT

WHEREAS the Town will soon begin construction on the Twin Peaks Road/Rattlesnake Pass road project (the "Road Project"); and

WHEREAS based on design of the Road Project, the Town coordinated with the United States Department of Energy Western Area Power Administration (WAPA) and determined that two WAPA facilities require relocation to avoid conflicts with the Road Project (the "WAPA Facilities"); and

WHEREAS WAPA advised the Town that it is asserting a claim to prior rights within the project area for the Road Project, based on perpetual easements WAPA received from private landowners in 1947; and

WHEREAS the Town has researched WAPA's prior rights claim and is in agreement that WAPA has a valid prior rights claim for reimbursement by the Town with regard to removal and relocation of the WAPA Facilities; and

WHEREAS the Mayor and Council of the Town of Marana feel it is in the best interests of the citizens of Marana to enter into the Letter Agreement to facilitate WAPA's removal and relocation of the WAPA Facilities with reimbursement for the work by the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, that the Letter Agreement with the United States Department of Energy Western Area Power Administration (WAPA), in the form provided in the agenda materials associated with this Council agenda item, is hereby approved, and the Mayor is authorized to sign it for and on behalf of the Town of Marana.

IT IS FURTHER RESOLVED that the Town Manager and staff are hereby directed and authorized to undertake all other and further tasks required or beneficial to carry out the terms, obligations, conditions and objectives of the agreement.

PASSED AND ADOPTED by the Mayor and Council of the Town of Marana, Arizona, this 4th day of June, 2024.

Mayor Ed Honea

ATTEST:

APPROVED AS TO FORM:

David L. Udall, Town Clerk

Jane Fairall, Town Attorney



Department of Energy
Western Area Power Administration
Desert Southwest Customer Service Region
P.O. Box 6457
Phoenix, AZ 85005-6457

May 20, 2024

Letter Agreement No. 24-DSR-13324
Town of Marana
Advance of Funds

ELECTRONIC DELIVERY

Mr. Ed Honea
Mayor
Town of Marana
11555 West Civic Center Drive
Marana, AZ 85653

Dear Mr. Honea:

The Town of Marana (Marana) has been working to improve traffic flow and safety on Twin Peaks Road, north of Silverbell Road and west of Interstate 10, within the Town of Marana, Arizona. The project includes construction to widen the road from a current two (2) lane road to a four (4) lane road (Twin Peaks Project). The Twin Peaks Project is in proximity to Western Area Power Administration's (WAPA) existing structures for the Rattlesnake to Tucson 115-kilovolt (kV) Transmission Line (WAPA's Structures). WAPA also has a project within the vicinity of the Twin Peaks Project, currently in the development stage, known as the Vail to Tortolita Project. The Vail to Tortolita Project would rebuild and upgrade the Rattlesnake to Tucson 115-kV transmission line to a 230-kV double circuit transmission line. WAPA has been coordinating with Marana regarding schedules and impacts that the Twin Peaks Project would have on WAPA's Structures and the Vail to Tortolita Project. WAPA adjusted the design of the Vail to Tortolita Project to mitigate conflicts between the Twin Peaks Project and the Vail to Tortolita Project.

In a meeting held on April 8, 2024, WAPA was made aware of a schedule change for the Twin Peaks Project due to the upcoming monsoon season. The Twin Peaks Project work would begin in June of 2024 which is well ahead of WAPA's Vail to Tortolita Project. Due to this change, it has been determined that two (2) of WAPA's structures on the existing Rattlesnake to Tucson 115-kV transmission line would be impacted and require mitigation prior to the start of construction of the Twin Peaks Project in the vicinity of WAPA's Structures. Marana requested that WAPA determine what mitigation would be necessary to move forward with the construction of the Twin Peaks Project. WAPA has agreed to provide assistance and Marana and WAPA now desire to enter into this Letter Agreement No. 24-DSR-13324 (Agreement) for funds to be provided to WAPA to perform the work that is listed in Section 3 of this Agreement (Work).

Letter Agreement No. 24-DSR-13324
Town of Marana
Advance of Funds

The following sets forth the basis upon which WAPA will proceed with the request for the Work. WAPA and Marana are sometimes referred to individually as “Party” and collectively as “Parties.”

Agreement: In accordance with and subject to the terms of this Agreement, the Parties agree to the terms and conditions set forth as follows.

1. **Term of the Agreement:**

- 1.1 This Agreement shall become effective upon execution by the Parties and shall remain in effect until: (1) completion of work specified in this Agreement; or (2) September 30, 2025, whichever occurs earlier.
- 1.2 A Party may, at any time, terminate this Agreement by providing thirty (30) days’ advance written notice to the other Party; provided, that no such termination notice shall be effective until the completion of any committed work activities.

2. **Marana, at its sole expense, shall:**

- 2.1 Be financially responsible for the Work to be performed by WAPA and advance funds in accordance with Section 4.
- 2.2 Submit Marana’s project engineering plans and technical data for WAPA’s evaluation and concurrence which will be issued by WAPA in the form of a completed license agreement, signed by both parties.
- 2.3 Coordinate with WAPA the planning, design, and schedule for the Twin Peaks Project in the vicinity of WAPA’s Structures which require Hot Line Orders and monitoring by WAPA as depicted in Attachment No. 1.
- 2.4 Make personnel available to attend meetings, and review and provide comments regarding the Work, as requested.
- 2.5 Comply with all applicable Federal, State, and local laws as well as building and safety codes including the latest edition of the National Electrical Safety Code and Occupational Safety and Health Administration standards applicable to the design and construction of the Twin Peaks Project within the vicinity of WAPA’s Structures.
- 2.6 Ensure the Twin Peaks Project will not limit or inhibit WAPA’s continued physical access to WAPA’s Structures for maintenance purposes before, during, and after construction.

Letter Agreement No. 24-DSR-13324
Town of Marana
Advance of Funds

- 2.7 Ensure that all equipment used for the Twin Peaks Project within WAPA's right-of-way is properly grounded and the Occupational Safety and Health Administration minimum clearances are maintained at all times.
- 2.8 Coordinate any changes to the construction schedule of the Twin Peaks Project with WAPA at least fourteen (14) calendar days prior to the commencement of work in the vicinity of WAPA's Structures.
- 2.9 Be financially responsible for any damage caused by Marana, its contractors, or subcontractors, to WAPA's facilities, structures, or right-of-way.
- 2.10 Provide and coordinate with appropriate entities to control vehicular traffic on roads identified in the Twin Peaks Project. These efforts may include, but are not limited to, traffic control devices and traffic diversions during performance of the Work.
- 2.11 Ensure that any third-party entity used by Marana to provide services or work around transmission lines is duly licensed, bonded, insured, and qualified to do business within the State of Arizona.
- 2.12 Upon request by WAPA, provide a temporary environmentally cleared area for the storage of WAPA's construction equipment and materials within proximity to the construction site that will not impede the Work. Equipment and materials may include, but are not limited to, semi-tractors, bucket trucks, line trucks, diggers, transmission line structures, crossarms, insulators, and conductor reels.
- 2.13 Implement required corrective actions as identified in engineering and design analysis conducted by WAPA in accordance with Section 3.5 herein.
- 2.14 Coordinate with WAPA on environmental issues applicable to the Work to be performed that may include, but are not limited to, pre-construction surveys, vegetation management, erosion and dust control, worker environmental awareness training, and active construction monitoring.
- 2.15 Participate in any other contract development activities related to the Work.

3. **WAPA, at the sole expense of Marana, shall:**

- 3.1 Coordinate with Marana to schedule Hot Line Orders confirming that automatic reclosing is disabled and equipment under the hot line order remains de-energized until all conditions of the order are met (Hot Line Orders). Schedule any outages, if required, at mutually agreeable times.
- 3.2 Conduct Hot Line Orders and outages in accordance with Section 6 of this Agreement during the outage schedule that Marana coordinates with WAPA.

Letter Agreement No. 24-DSR-13324
Town of Marana
Advance of Funds

- 3.3 Provide a representative to monitor work at the Twin Peaks Project location on days deemed necessary by WAPA. The monitoring work will occur generally during the excavation and installation of concrete barrier at WAPA's structure 22/6, depicted in Attachment No. 1.
 - 3.4 Provide labor, materials, and equipment necessary to remove and replace WAPA's structure 22/7, as depicted in Attachment No. 1.
 - 3.5 Conduct engineering and design analysis to assess WAPA's facilities in the vicinity of the Twin Peaks Project including, but not limited to, safety, reliability, maintenance, access, and protection. Such analysis will also include corrective actions required to avoid unacceptable impacts to WAPA's facilities as necessary.
 - 3.6 Make personnel available to attend meetings, and review and provide comments regarding the Work, as requested.
 - 3.7 Provide technical and administrative assistance, as well as project management services, lands, and environmental support to satisfy the requirements of the Work.
 - 3.8 Prepare this Agreement and any other documentation and correspondence related to the Work, including any other contract development activities related to the Work contemplated by this Agreement, as required.
 - 3.9 Provide Marana with documentation of the activities performed and time expended in connection with the Work, as needed.
 - 3.10 Conduct site visits and/or inspections as required.
 - 3.11 Perform close-out activities upon completion of the Work under this Agreement.
 - 3.12 Comply with the National Environmental Policy Act, National Historic Preservation Act, Endangered Species Act, and other environmental laws and regulations.
 - 3.13 Complete an environmental review prior to any work associated with the Work proceeding and prepare the appropriate environmental clearances.
4. **Compensation:** The estimated cost for the Work described in Section 3 of this Agreement is Sixty-Five Thousand Dollars (\$65,000), including allocable expenses. Upon execution of this Agreement, WAPA will send Marana an invoice for Sixty-Five Thousand Dollars (\$65,000). Marana shall advance funds to WAPA along with the invoice, which shall be applied to the cost of performing the Work specified in this Agreement.

Letter Agreement No. 24-DSR-13324
Town of Marana
Advance of Funds

Payment shall be made by Electronic Funds Transfer (EFT) or Automated Clearing House (ACH) and must be made pursuant to the instructions below to ensure proper payment processing.

If sending payment via **EFT** (New York Federal Reserve Bank), provide your bank with the following information:

ABA (Routing Identifier): 021030004
ALC (Agency Locator Code): 89001602

If sending payment via **ACH** (Richmond Federal Reserve Bank), provide your bank with the following information:

ABA (Routing Identifier): 051036706
Account Number: 312003

WAPA shall be under no obligation to perform any Work identified in this Agreement until adequate funds have been received. WAPA shall be under no obligation to provide any funding whatsoever for the work described in this Agreement. If WAPA requires additional funds after the Sixty-Five Thousand Dollars (\$65,000) has been collected, Marana shall, upon receipt of an invoice, advance additional funds as requested by WAPA if approved by Marana's governing body. WAPA shall be under no obligation to continue any Work until it receives such additional funds. Any funds advanced by Marana in excess of the costs incurred by WAPA shall be returned to Marana without any interest whatsoever, as soon as practicable.

WAPA shall be under no obligation to return to Marana any funds which are expended for activities specified in this Agreement. All costs for Work performed by WAPA will be determined by WAPA, in accordance with 23 CFR 645, subject to review by Marana upon written request. At completion of the work, WAPA will provide Marana with documentation of labor costs incurred in connection with the Work, in sufficient detail to adequately describe the activities performed and time expended. Within 60 calendar days of completion of the Work, WAPA shall provide Marana a final invoice based on actual costs for reconciliation, showing the Marana advanced payments, and then begin close-out of the Agreement.

5. **Right of Entry:**

5.1 Marana, under the terms and conditions specified in this Agreement, hereby grants WAPA and its authorized employees, agents, and subcontractors, a Right

of Entry (Right) to enter Marana's property to accomplish the work described herein, provided advance notice and arrangements are made with Marana.

5.2 WAPA, under the terms and conditions specified in this Agreement, hereby grants Marana and its authorized employees, agents, and subcontractors, a Right to enter WAPA's right-of-way to accomplish the work described herein, provided advance notice and arrangements are made with WAPA.

5.3 Rights under subsections 5.1 and 5.2 are subject to change due to access changes for security and/or Bulk Electric System (BES) Reliability Standard reasons.

6. **Outages and Hot Line Orders:** The work being performed under this Agreement requires planned Hot Line Orders (i.e., one-shots) to WAPA's transmission system. Liability will be governed by Provision 35 of the General Power Contract Provisions. WAPA's policy for Hot Line Orders requires a designated WAPA employee to be present at the Twin Peaks Project when work is occurring at/near WAPA's Structures while Hot Line Order is in effect during all working hours in which excavation and installation of concrete barriers is taking place at WAPA's structure 22/6.

6.1 Provisions shall be made to de-energize only what is necessary to safely accomplish the work in accordance with all applicable laws, rules, and regulations, and WAPA's standard operation procedures. As of the time of execution of this Agreement, an outage is planned for the Work on June 11 and June 12, 2024.

6.2 WAPA will implement outages or Hot Line Orders based on the regional BES operating conditions at the time outages are required.

6.3 Time and length of outages or Hot Line Orders will be at WAPA's discretion. Outages shall typically not take place during the months of May through September, except as provided in subsection 6.1 above. All outage requests are subject to adjustment or denial due to system operating conditions, emergent work, and arising contingencies found in study results.

6.4 Operating facilities will be released only at prescheduled times to maintain reliability and continuity of the electric service.

6.5 In the event that an outage or Hot Line Order that has been properly scheduled and coordinated needs to be rescheduled due to unforeseen WAPA manpower, system, and/or BES reliability circumstances, WAPA will employ reasonable efforts so that the outage or Hot Line Order can proceed as soon as possible. In the event outages need to be rescheduled in order to address safety and/or reliability concerns within the dynamic regional BES, WAPA will not be liable for any financial impacts regarding the changes in outage requests.

Notwithstanding the foregoing, the timing and length of WAPA outages and Hot Line Orders shall ultimately be at WAPA's reasonable discretion.

7. **Marana Notifications and Contacts:** Official notifications and invoicing to Marana shall be addressed to:

Town of Marana
Development Services
Attn: George Cardieri
11555 West Civic Center Drive
Marana, AZ 85653
Phone: (520) 382-2611
8. **Amendments and Modifications:** This Agreement may be amended or modified by mutual written agreement duly executed by the Parties.
9. **Governing Law:** This Agreement shall be interpreted under and governed by applicable Federal law. In the absence of applicable Federal law, the laws of the State of Arizona shall govern.
10. **Attachments:** The initial attachment is attached hereto and is incorporated into this Agreement in accordance with its respective terms until superseded by a subsequent attachment. Changes, additions, or modifications to the attachment shall be reflected in new or revised attachments and will be distributed in accordance with Provision 40 of the GPCP.
11. **General Power Contract Provisions:** The General Power Contract Provisions (GPCP), effective September 1, 2007, are attached hereto, and are hereby made a part of this Agreement the same as if they had been expressly set forth herein; provided, that if the provisions in the GPCP are in conflict with this Agreement, the terms of this Agreement shall control
12. **Execution By Counterparts:** This Agreement may be executed in any number of counterparts and, upon execution and delivery by each Party, the executed and delivered counterparts together shall have the same force and effect as an original instrument as if all Parties had signed the same instrument. Any signature page of this Agreement may be detached from any counterpart of this Agreement without impairing the legal effect of any signatures thereon and may be attached to another counterpart of this Agreement identical in form hereto, by having attached to it one (1) or more signature pages.
13. **Electronic Signatures:** The Parties agree that this Agreement may be executed by either handwritten signature or digitally signed using Adobe Sign, Adobe E-Sign, or DocuSign pursuant to Section 14 herein. A digital signature is the same as a handwritten signature and shall be considered valid and acceptable.

14. **Authority to Execute:** Each individual signing this Agreement certifies that the Party represented has duly authorized such individual to execute this Agreement that binds and obligates the Party.

Provide acceptance of this Agreement by having an authorized representative date and sign the Agreement by handwritten signature or digital signature using only Adobe Sign, Adobe E-Sign, or DocuSign that provides a certificate-based identification to authenticate the signer's identity and binds each signature to the document with encryption. Return the signed and dated Agreement, as soon as possible, using one (1) of the following options:

1. Digital Signature – email Agreement to Murphy@wapa.gov
2. Handwritten Signature – email scanned Agreement to Murphy@wapa.gov and mail one (1) original to one (1) of the following addresses:

If by First Class Mail:

Western Area Power Administration
Desert Southwest Regional Office
ATTN: G5100 (Murphy)
P.O. Box 6457
Phoenix, AZ 85005-6457

If by Overnight Delivery:

Western Area Power Administration
Desert Southwest Regional Office
ATTN: G5100 (Murphy)
615 South 43rd Avenue
Phoenix, AZ 85009

If the Agreement is signed by handwritten signature, provide an attestation on the signature page and affix the appropriate seal. If a seal is not available, then please provide a signed letter of authorization from the authorized official, or any applicable certificates, resolutions, or minutes to indicate the signatory is duly authorized to commit Marana to the terms of this Agreement. If digitally signed, please provide the applicable certificates, resolutions, or minutes.

Letter Agreement No. 24-DSR-13324
Town of Marana
Advance of Funds

Questions related to the Work performed under this Agreement and contractual questions should be directed to Angela Murphy, Project Coordinator, at 702-308-1665

Sincerely,

JACK
MURRAY

Digitally signed by JACK
MURRAY
Date: 2024.05.20 07:15:56
-07'00'

Jack D. Murray
Senior Vice President and
Desert Southwest Regional Manager

Accepted and agreed to this _____ day of _____, 2024.

TOWN OF MARANA

By: _____

Ed Honea

Title: _____
Mayor

Recommended By:

Approved as to Form:

Title: _____

_____ Address: _____
11555 West Civic Center Drive

_____ Marana, AZ 85653





Department of Energy
Western Area Power Administration
Desert Southwest Customer Service Region
P.O. Box 6457
Phoenix, AZ 85005-6457

April 24, 2024

FIRST CLASS MAIL

Tom Houle
CIP Project Manager/Construction Manager
Town of Marana Public Works Department
5100 West Ina Road
Tucson, AZ 85743

Dear Mr. Houle:

Western Area Power Administration (WAPA) owns and operates a 115-kilovolt (kV) transmission line known as, Rattlesnake to Tucson transmission line. The existing transmission line extends from the Rattlesnake Substation, located in Pima County north of Twin Peaks Road to the south ending at WAPA's Tucson Substation located centrally in the City of Tucson, in Pima County. Please see the enclosed map for reference. WAPA is aware of a current road widening project that the Town of Marana (Marana) is planning known as the Twin Peaks Road Improvement Project, Project No. ST073 (Project). A portion of this transmission line is located within the annexed area of Marana and crosses Twin Peaks Road four (4) times within the Project area.

This letter is to inform you of WAPA's prior rights within the project area. WAPA obtained perpetual easements #161R-864 and 161R-839 from private landowners in 1947. During coordination meetings, it has been determined that two (2) of WAPA's structures located in the Project area will be impacted by the Project. Any costs incurred for the relocation and/or inspection services as a result of the Project, shall be at the sole expense of Marana. A letter agreement between Marana and WAPA will be required to provide the funding prior to any work taking place. Please find enclosed, an estimate for the work to be completed, copies of WAPA's land rights, and an exhibit depicting the area of work to be performed.

If you have any questions or concerns, please contact Angela Murphy, Project Coordinator, at 702-308-1665 or Murphy@wapa.gov.

Sincerely,

A handwritten signature in black ink, reading "Miguel Rodriguez", is positioned below the word "Sincerely,".

Miguel Rodriguez
Transmission Asset Planning Program Manager

4 Enclosures

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF RECLAMATION

CONTRACT SYMBOL & NO.
161r- 864

Contract and Grant of Easement

THIS CONTRACT, made this 15th day of October

1947, pursuant to the Act of Congress approved June 17, 1902 (32 Stat., 388), and acts amendatory thereof or supplementary thereto, and particularly pursuant to the Act of Congress approved August 30, 1935 (49 Stat., 1028, 1039), between THE UNITED STATES OF AMERICA, hereinafter referred to as United States, and _____
Cortaro Farms Company, a corporation

hereinafter collectively referred to as Vendor:

WITNESSETH:

The following grant and the following mutual covenants by and between the parties:

1. For the consideration hereinafter expressed Vendor does hereby grant unto the United States, its successors and assigns, the right, privilege and easement to construct, operate and maintain an electric transmission line, with all poles, cross arms, cables, wires, guys, supports, fixtures and devices, used or useful in the operation of said line, through, over and across the following described land situated in the County of Pima State of Arizona to wit:
~~The Northwest quarter (NW $\frac{1}{4}$) of the Northeast quarter (NE $\frac{1}{4}$) of Section~~
thirty four (34); and the Southwest quarter (SW $\frac{1}{4}$) of Section twenty seven (27); and the North half (N $\frac{1}{2}$) of the Northwest quarter (NW $\frac{1}{4}$) of Section twenty eight (28); and the Southwest quarter (SW $\frac{1}{4}$) of the Northeast quarter (NE $\frac{1}{4}$); the Northwest quarter (NW $\frac{1}{4}$) of the Southeast quarter (SE $\frac{1}{4}$); and the East half (E $\frac{1}{2}$) of the Southeast quarter (SE $\frac{1}{4}$) of Section twenty (20); and the Southwest quarter (SW $\frac{1}{4}$) of the Southwest quarter (SW $\frac{1}{4}$) of Section twenty one (21), all in Township twelve (12) South, Range twelve (12) East of the T. & S. R. R. & M.

The center line of the route of said line of poles and wires to be erected across said lands shall be as follows:

Beginning at a point in the westerly boundary line of the Northeast quarter (NE_{1/4}) of Section twenty (20), Township twelve (12) South, Range twelve (12) East of the G & C R B & M from which the center quarter corner of said Section twenty (20) bears South 00° 24' East a distance of one hundred eleven (111) feet and running thence South 49° 31' East six thousand two hundred forty two (6242) feet to a point in the Southerly boundary line of the Northeast quarter (NE_{1/4}) of the Northwest quarter (NW_{1/4}) of Section twenty eight (28), Township twelve (12) South, Range twelve (12) East from which the North quarter (N_{1/4}) corner of said Section twenty eight (28) bears North 22° 30' East a distance of fourteen hundred thirty one (1431) feet.

Also beginning at a point in the westerly boundary line of the Southwest quarter (SW_{1/4}) of the Southwest quarter (SW_{1/4}) of Section twenty seven (27), Township twelve (12) South, Range twelve (12) East of the G & C R B & M from which the West quarter (W_{1/4}) corner of said Section twenty seven (27) bears North 00° 13' West a distance of one thousand four hundred forty three (1443) feet and running thence South 49° 31' East one thousand eight hundred twenty eight (1828) feet to a point in the Southerly boundary line of the Southeast quarter (SE_{1/4}) of the Southwest quarter (SW_{1/4}) of Section twenty seven (27) from which the South quarter corner of said Section twenty seven (27) bears North 69° 53' East a distance of one thousand two hundred fifty (1250) feet.

Also beginning at a point in the westerly boundary line of the Northwest quarter (NW_{1/4}) of the Northeast quarter (NE_{1/4}) of Section thirty four (34) Township twelve (12) South, Range twelve (12) East of the G & C R B & M

Checked as to Engineering Data

Engineer

from which the center quarter corner of said Section thirty four (34) bears South $00^{\circ}30'$ East a distance of one thousand five hundred fifty eight (1558) feet and running thence South $49^{\circ}31'$ East three hundred sixty six (366) feet to a point in the Southerly boundary line of the Northwest quarter ($NW\frac{1}{4}$) of the Northeast quarter ($NE\frac{1}{4}$) of Section thirty four (34) from which the North quarter ($N\frac{1}{4}$) corner of said Section thirty four (34) bears North $12^{\circ}20'$ West a distance of one thousand three hundred forty six (1346) feet. _____,

2. Said transmission line and every part thereof shall, where it crosses vendor's land, be confined to lands within 50 feet of either side of the hereinabove described center line, except that the United States shall have the right and privilege of placing and maintaining guys and anchorages at greater distances from said center line where reasonably necessary to support said transmission line.

3. The grant of easement herein contained shall include the right to enter upon said premises, survey, construct, maintain, operate, control and use said transmission line and to remove objects interfering therewith, and the right to permit the attachment of wires of others. Vendor reserves the right to cultivate, use and occupy said premises for any purpose consistent with the rights and privileges above granted and which will not interfere with or endanger any of the equipment of the United States or the use thereof. In case of permanent abandonment of said right of way, the title and interest herein granted shall end, cease and determine. The United States shall use due care in the construction and maintenance of said transmission line.

4. The grant of easement herein contained is subject to existing rights of way for highways, roads, railroads, canals, laterals, ditches, oil and gas pipelines, other electrical transmission lines and telegraph and telephone lines covering any part of the above described land.

5. As complete consideration for the above grant of easement, the United States agrees to pay Vender the sum of one Hundred Thirty and No/100 - - - Dollars (\$ 130.00 - - -); provided, however, that it is understood and agreed that damages to trees, seedlings, vines and crops of whatsoever nature, caused by construction of said transmission line, shall be compensated for separately on the basis of an appraisal to be made by the Bureau of Reclamation at the time said damages occur.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed the day and year first above written.

- 4 -

EVIDENCE OF AUTHORITY TO SIGN CORPORATE INSTRUMENTS

I, H. R. ALDEN Secretary of CORTARO FARMS COMPANY
a corporation organized
and existing under the laws of the State of Arizona, do
hereby certify that at a duly called meeting of the Board of Directors of
said company, at which a quorum of said directors of said company was pre-
sent, held at San Francisco, California, on the 10th
day of February, 1947, a resolution was adopted, of
which the following is a correct copy:

That C. F. Adams, Jr. be appointed Vice President
with authority to sign corporate instru-
ments.

I further certify that on the 15th day of October
1947, the above resolution was still in force, and that on said 15th
day of October, 1947, was the Vice President
of said company.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal
of the said company, this 15th day of October 1947.

H. R. Alden

H. R. ALDEN, Secretary

(SEAL)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF RECLAMATION

CONTRACT ST2331 & 23.
1617- 839

Contract and Grant of Easement

THIS CONTRACT, made this 16th day of September

1947, pursuant to the Act of Congress approved June 17, 1902 (32 Stat., 388), and acts amendatory thereof or supplementary thereto, and particularly pursuant to the Act of Congress approved August 30, 1935 (49 Stat., 1028, 1039), between THE UNITED STATES OF AMERICA, hereinafter referred to as United States, and _____

Ruth Neall Finn, as her sole and separate property

hereinafter collectively referred to as Vendor:

WITNESSETH:

The following grant and the following mutual covenants by and between the parties:

1. For the consideration hereinafter expressed Vendor does hereby grant unto the United States, its successors and assigns, the right, privilege and easement to construct, operate and maintain an electric transmission line, with all poles, cross arms, cables, wires, guys, supports, fixtures and devices, used or useful in the operation of said line, through, over and across the following Edescribed land situated in the County of Pima, State of Arizona to wit:

The Southeast quarter (SE $\frac{1}{4}$) of the Northwest quarter (NW $\frac{1}{4}$), Section twenty (20), Township twelve (12) South, Range twelve (12) East of the G & S. R. 1 & 2.

The center line of the route of said line of poles and wires to be erected across said lands shall be as follows:

Beginning at a point in the Westerly boundary line of said parcel of land in Section twenty (20), Township twelve (12) South, Range twelve (12) East of the O & S R B & N from which the West quarter ($W\frac{1}{4}$) corner of said Section twenty (20) bears South $58^{\circ} 58'$ West a distance of one thousand six hundred fifty two (1652) feet and running thence South $76^{\circ} 34'$ East four hundred forty four (444) feet; thence South $49^{\circ} 51'$ East one thousand one hundred seventy two (1172) feet to a point in the easterly boundary line of said parcel of land from which the center quarter corner of said Section twenty (20) bears South $00^{\circ} 24'$ East a distance of one hundred eleven (111) feet.

Checked as to Engineering Data

Walter E. Sims

Engineer

2. Said transmission line and every part thereof shall, where it crosses vendor's land, be confined to lands within 50 feet of either side of the hereinabove described center line, except that the United States shall have the right and privilege of placing and maintaining guys and anchorages at greater distances from said center line where reasonably necessary to support said transmission line.

3. The grant of easement herein contained shall include the right to enter upon said premises, survey, construct, maintain, operate, control and use said transmission line and to remove objects interfering therewith, and the right to permit the attachment of wires of others. Vendor reserves the right to cultivate, use and occupy said premises for any purposes consistent with the rights and privileges above granted and which will not interfere with or endanger any of the equipment of the United States or the use thereof. In case of permanent abandonment of said right of way, the title and interest herein granted shall end, cease and determine. The United States shall use due care in the construction and maintenance of said transmission line.

4. The grant of easement herein contained is subject to existing rights of way for highways, roads, railroads, oil and gas pipelines, canals, laterals, ditches, other electrical transmission lines and telegraph and telephone lines covering any part of the above described land.

5. As complete consideration for the above grant of easement, the United States agrees to pay Vendor the sum of Fifty Five and No/100 - - - - - Dollars (\$ 55.00); provided, however, that it is understood and agreed that damages to trees, seedlings, vines and crops of whatsoever nature, caused by construction of said transmission line, shall be compensated for separately on the basis of an appraisal to be made by the Bureau of Reclamation at the time said damages occur.

6. No Member of or Delegate to Congress or Resident Commissioner shall be admitted to any share or part of this contract or to any benefit that may arise herefrom, but this restriction shall not be construed to extend to this contract if made with a corporation or company for its general benefit.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed the day and year first above written.

THE UNITED STATES OF AMERICA

By S. A. McWilliams SEP 30 1947
Construction Engineer

/s/ Ruth Neall Fine
Ruth Neall Fine

State of Pennsylvania)
County of Philadelphia) SS.

This instrument was acknowledged before me this Sixteenth
day of September, Nineteen Hundred Forty-seven
(1947) by Ruth Neall Fine

SEAL

H. Benton Stokes
Notary Public

(My Commission Expires Feb. 15, 1951)



Council-Regular Meeting

C6

Meeting Date: 06/04/2024

To: Mayor and Council

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

Date: June 4, 2024

Subject: Approval of Study Session Summary Minutes of May 14, 2024 and approval of Regular Council Meeting Summary Minutes of May 21, 2024 (David L. Udall)

Attachments

Study Session Summary Minutes, 05/14/2024

Regular Council Meeting Summary Minutes, 05/21/2024



**MARANA TOWN COUNCIL
STUDY SESSION**

11555 W. Civic Center Drive, Marana, Arizona 85653
Second Floor Conference Center, May 14, 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

CALL TO ORDER AND ROLL CALL

Mayor Honea called the meeting to order at 6:03 PM and directed the Town Clerk to call the roll. **Council Member Comerford** 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

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

DISCUSSION/DIRECTION/POSSIBLE ACTION

D1 Relating to Development; presentation, discussion, and possible direction regarding proposed amendments to Marana Town Code Title 17 (Land Development) for the purpose of enacting reasonable zoning, design, operational, and other regulations for data centers (Jane Fairall)

Council Study Session Meeting
May 14, 2024

Town Clerk / Assistant Town Attorney David Udall noted for the record that a letter from the Tortolita Alliance had been submitted for the Council's consideration regarding this item. Copies of the letter were placed before the Council Members and a copy is on file with the Town Clerk's Office.

Town Attorney Jane Fairall and **Development Services Director Jason Angell** presented on this item. A copy of the presentation slides is on file with the Town Clerk's Office. Please see the slides for details, including maps of proposed data center buffer zones. Clarifying questions were asked and answered during the presentation.

Ms. Fairall introduced the item. She reminded the Council that data centers were a subject of discussion at the Council's special meeting/retreat in February. She said the Town currently does not have regulations relating to data centers and that she conducted research regarding appropriate regulations for the Town. She highlighted that several counties in Virginia have been rewriting their codes regarding data centers, and that the state has become a model for the proposed draft ordinance. **Ms. Fairall** emphasized that this meeting was a study session to seek the Council's input.

Mr. Angell provided an overview of the draft data center regulations, which include:

- A comprehensive definition of data centers
- Zoning
 - Data centers allowed as a principal use only when approved by Council in a specific plan explicitly created for the purpose of data center development and adopted through the rezoning process
 - Accessory use data centers permitted only in industrial zoning districts, with limitations on the size and operation of the accessory use
- Supplemental specific plan application requirements specific to data centers, including requirements to address electric, water, and other energy needs for the site
- Noise attenuation, including requirements for noise studies to ensure noise levels generated by the data center are within acceptable levels
- Site design standards addressing:
 - Building placement and orientation
 - Lighting
 - Setbacks
 - Generators
 - Screening of mechanical equipment and substations
 - Landscape buffers
- Building design standards addressing:
 - Fencing
 - Massing and scale

- o Building height
- o Principal facades
- o Fenestration (the arrangement, proportioning, and design of windows and doors in a building)
- o Main building entryways
- o Exterior colors and materials

For details regarding the draft regulations, please see the presentation slides. **Mr. Angell** also showed two maps in the presentation slides delineating possible buffer zones in which data centers would not be allowed and requested Council input regarding buffer zones. One map involved certain possible land areas surrounding Marana Road west of Interstate 10 and east of Lockett Road. The other map involved certain possible land areas surrounding Tangerine Road east of Interstate 10 and west of Dove Mountain Boulevard.

Mr. Angell requested Council feedback at several points during his presentation, and Council Members provided input as follows:

A. Specific Plan Application (Slide 7):

1. Should there be any other requirements?

Mayor Honea recommended regulations prohibiting the use of municipal, potable water and that incoming data centers would need to purchase non-municipal water. He also said that if the Town could recharge the water after it is used in the data centers it would provide a huge advantage to the Town in the form of water recharge credits. He expressed concern regarding the amount of power used by the data centers likely requiring large overhead powerline infrastructure. **Council Member Ziegler** agreed with the concern about power.

Council Member Officer recommended a requirement for a one-to-one slope on the inside of berms instead of a two-to-one slope for the landscape buffers in order to mitigate noise impacts.

B. Buffer Zones (Slides 5 & 6):

1. Does the Council like the concept of buffer zones?
2. Does the Council agree with the zones proposed in the two maps shown during the presentation?
3. What should be the buffer distance?

Town Manager Terry Rozema highlighted that if the Council would like to have buffer zones, their purpose would be to signify that the designated buffer areas are clearly off limits. He said whether or not to have buffers, their size, and where to put

them are all up to the Council. **Mr. Angell** said the buffers would protect areas needed for housing and jobs.

Vice Mayor Post said he was not in favor of buffer zones. He felt they were unnecessary in light of the data centers being considered on a case-by-case basis by the Council. He expressed concern regarding data centers not being allowed along Marana Road with the power line project coming in along that road. He said the proximity of such a power line would be very important for data center development. He said putting a buffer around Marana Road also restricted access to irrigation water that could be used for cooling the data centers and said they would not be able to tap into irrigation water effectively along Tangerine Road. He said it was important for buffer zones to be in place closer to the Town Centre.

Council Member Kai concurred with **Vice Mayor Post** regarding the buffer zone along Marana Road but thought it might be good to have a specific buffer around Uptown Marana and the Tangerine extension in that area. He said the stretch of Marana Road presented is too long of a stretch for a buffer. Regarding the Tangerine Road buffer, **Council Member Kai** said there is a lot of industrial along Tangerine Road, and that data center buffers did not make sense there.

Council Member Ziegler said Marana Road is a big part of the Town and indicated data centers should not be built there. She also expressed disapproval of data centers being allowed in the Town as discussed below.

Council Member Craig said she was in favor of buffer zones in places in which the Town needs housing, employment, or retail. She said she is in favor of the Tangerine Road buffer presented, but only just the quarter mile option. She also suggested Town staff look at the bottom of Twin Peaks Road as a potential buffer zone. She recommended a buffer from Sanders Road east along Marana Road to protect housing and jobs in that area.

C. Accessory Use (Slide 9):

1. Should the percentage of the site that an accessory use data center can occupy be 10% as presented, or something else?

Council Member Craig asked what would happen if a hospital uses a data center as an accessory use but stores data for a sister hospital. **Vice Mayor Post** said they would need to disclose that as part of the application process. **Ms. Fairall** agreed and said they would need to include that in their development plan. She said the goal would be to avoid allowing the leasing out of data storage space to third parties.

D. Setbacks (Slide 11):

1. What are Council's thoughts on setbacks? Research conducted by staff show a range of 50-400 feet of minimum setback requirements.

Vice Mayor Post said he didn't see any reason the minimum required setback should be less than 400 feet. **Council Member Craig** also said she was in favor of a 400-foot minimum setback to help mitigate noise impacts.

E. Building Height (Slide 16):

1. Should the maximum allowable building height be 55 feet plus an additional ten feet for rooftop-mounted mechanical equipment as presented?

Vice Mayor Post said he liked the proposed building design standards. He said he did not want data centers to look like a warehouse.

During the presentation, the following discussions were also held:

Council Member Ziegler said she did not realize data centers were interested in Marana and felt she had been left out of conversations that other Council Members may have had. **Mr. Rozema** said this was spoken about at the Council's special meeting/retreat held in February. **Council Member Ziegler** disagreed. **Vice Mayor Post** said they were discussed at the retreat and that **Mr. Rozema** had sent an email update regarding data centers around a month ago. **Mayor Honea** said the reason the first presenters spoke to the Council at the retreat was because data center interest was being shown in Marana. **Council Member Ziegler** expressed concern that she was continuing to be blindsided on issues.

Council Member Ziegler praised the regulations presented by **Ms. Fairall** and **Mr. Angell** and said she thought they were a good idea, but she did not think data centers should be allowed in the Town because of the impacts on the Town and its residents and the lack of benefits to the Town.

Vice Mayor Post complemented Town staff for the work done on the proposed regulations. He said the Town has a lot of high-dollar transportation projects that are needed and said that money coming in from the construction of data centers could provide the money needed for these projects. He said that, unlike Chandler, the Town is still growing in all directions and that it can select where data centers go. He recommended taking advantage of the amount of land in the Town, the irrigation water, and the power line coming in along Marana Road to incentivize data center development and use the money from data centers to fund major Town projects. He said data centers would benefit the Town's school districts immensely through the amount of property tax

coming in. He said he was also in favor of finding ways to secure a perpetual source of ongoing revenue from data centers, so they contribute back to the community.

Council Member Ziegler disagreed with **Vice Mayor Post** and said data centers were not the answer to fund the Town's projects and suggested the Town could use money from its reserve fund. She questioned how much money data centers would actually bring into the Town and said it likely was not as much as anticipated because of the tax breaks they receive. She said they do not provide ongoing revenue for the Town and reiterated that she does not think they should be allowed in the Town because they do not benefit the community and will cause problems for residents. She said Mesa receives water credits from data centers and that she was open to receiving additional information about the benefits and funds data centers could bring.

Council Member Kai agreed with **Vice Mayor Post** that the Town needed to be proactive in finding ways to receive ongoing revenue from data centers. **Council Member Ziegler** was in agreement with this proposition as well.

Council Member Officer agreed with **Vice Mayor Post** that data center property tax revenues would benefit the Marana community by increasing ongoing revenues to the school district and fire districts. **Council Member Ziegler** questioned whether data centers were the way to accomplish that.

Council Member Craig complemented Town staff on the research and thoughtful approach to regulating data centers. She said the two biggest problems she heard from Chandler at the retreat were related to noise impacts and lack of jobs and made recommendations related to setbacks and buffers as referenced above.

Mayor Honea requested additional information regarding the tax exemptions and regarding whether a data center would or would not be within certain fire districts. **Council Member Ziegler** requested more information regarding water use, credits, and whether and to what extent the irrigation district can serve water.

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).

Mayor Honea asked for future agenda items. There were no future agenda items requested.

ADJOURNMENT

Mayor Honea asked for a motion to adjourn the meeting.

Vice Mayor Post moved to adjourn the meeting. Motion passed, 6-0. Meeting adjourned at 7:54 PM.

CERTIFICATION

I hereby certify that the foregoing are the true and correct minutes of the Marana Town Council Study Session Meeting held on May 14, 2024. I further certify that a quorum was present.

David L. Udall, Town Clerk



MARANA TOWN COUNCIL
REGULAR COUNCIL MEETING
11555 W. Civic Center Drive, Marana, Arizona 85653
Council Chambers, May 21, 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

CALL TO ORDER AND ROLL CALL

Mayor Honea called the meeting to order at 6:00 PM and directed the Town Clerk to call the roll. All 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.

Council Member Ziegler moved to approve the agenda as presented. Council Member Officer seconded the motion. Motion passed, 7-0.

CALL TO THE PUBLIC

PROCLAMATIONS

PR1 Proclamation Recognizing Janice Moser (David L. Udall)

Council Regular Meeting Summary Minutes
May 21, 2024

Page 1 of 13

Town Clerk / Assistant Town Attorney David Udall read the proclamation as **Town Manager Terry Rozema** presented it to its recipient.

PR2 Proclamation Recognizing National Public Works Week (David L. Udall)

Mr. Udall read the proclamation as **Mayor Honea** presented it to its recipient.

MAYOR AND COUNCIL REPORTS: SUMMARY OF CURRENT EVENTS

Council Member Comerford said she enjoyed her recent vacation and that she was glad to be back.

Mayor Honea said he attended a law enforcement function with Marana Police Department (MPD) personnel and complemented the event.

MANAGER'S REPORT: SUMMARY OF CURRENT EVENTS

Mr. Rozema said the Town has issued 129 single-family residential permits so far in May. Last May, there were 99 total permits issued. He provided updates on the construction of the Community and Aquatics Center and the CalPortland segment of the Shared Use Path. He said the Ora Mae Harn Park pool would be opening on Saturday for its last season in operation. He highlighted the new Capital Improvement Projects (CIP) online dashboard and reminded the Council of a Water Department open house occurring on May 29, 2024, from 2:00 PM until 4:00 PM in the MPD Community Room. **Mr. Rozema** also highlighted a recent Real Talk with the Town podcast featuring development in the Town.

PRESENTATIONS

P1 Relating to Budget; presentation of third quarter results (July-March) 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 third quarter results for the Town's general fund and other select funds for the 2023-2024 fiscal year. A copy of the presentation slides is on file with the Town Clerk's Office. **Mr. Kalaitzidis** said the Town is by and large outperforming its revenue projections and is generally within or below anticipated expenditure levels. Please see the presentation slides for details regarding the presentation, including tables and graphical information.

CONSENT AGENDA

C1 Resolution No. 2024-043: Relating to Administration; approving and authorizing the Finance Director to execute Amendment One to the Inmate Work Contract between the Town of Marana and the Arizona Department of Corrections, Rehabilitation, and Reentry for inmate labor services (Libby Shelton)

C2 Resolution No. 2024-044: Relating to Budget; approving the transfer of up to \$300,000 in budgeted expense authority from the Transportation fund (Fund #3030) Lon Adams Rd. Reconstruction Project (ST068) to increase the project budget for the Dove Mnt Bl-Moore Rd Signal, North Project (ST100) in the fiscal year 2023-2024 budget (Fausto Burruel)

C3 Resolution No. 2024-045: Relating to Development; approving the final plat for The Enclave at Twin Peaks, Lots 1 Through 70, Common Area "A" (Open Space, Drainage, Landscape, Public Utilities), Common Area "B" (Recreation Area, Open Space & Public Utilities), Common Area "C" (Open Space, Drainage & Landscape) located directly northeast of the Camino De Mañana and Twin Peaks Road intersection, in a portion of Section 12, Township 12 South, Range 12 East (Scott S. Radden)

C4 Resolution No. 2024-046: Relating to Development; approving the Amended Final Plat for Tangerine/ I-10, Lots 4D-4H and Block "4" generally located south of Tangerine Road and west of Rillito Village Trail within Section 1, Township 12 South and Range 11 East, and Section 6, Township 12 South and Range 12 East (Scott S. Radden)

C5 Resolution No. 2024-047: Relating to Municipal Court; approving the reappointment of Dixie DeBonis as a civil traffic violation hearing officer for the Marana Municipal Court (Laine McDonald)

C6 Resolution No. 2024-048: Relating to the Police Department; approving and authorizing the Mayor to execute an Intergovernmental Agreement Regarding 911 Funding between the City of Tucson, acting as the System Administrator for Pima County, and the Town of Marana addressing responsibilities regarding the 9-1-1 system and distribution of 9-1-1 Revolving Fund money; rescinding Resolution No. 2021-061 (Chief Jeff Pridgett)

C7 Relating to Procurement; ratifying the Town Manager's approval of a change order to the Lon Adams Rd. Reconstruction (ST068) construction contract with ISX Construction LLC in the amount of \$9,272.35; authorizing the transfer of appropriations if necessary for the change order; and authorizing the Town Manager or designee to execute the necessary documents to effectuate the change order (Fausto Burruel)

C8 Resolution No. 2024-049: Relating to Public Works; approving and authorizing the Mayor to sign a public improvement participation agreement with Mandarin Holdings, LLC and Mandarin South, LLC for the design of certain drainage and roadway design elements as part of the Town's Adonis Road Extension project (Jane Fairall)

C9 Resolution No. 2024-040: A resolution of the Mayor and Common Council of the Town of Marana, Arizona, approving the form and authorizing the execution and delivery of a loan agreement with the Water Infrastructure Finance Authority of Arizona from its Drinking Water Revolving Fund Program; delegating the determination of certain matters relating thereto to the Manager of the Town; providing for the transfer of certain moneys and making certain covenants and agreements with respect thereto; authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by such loan agreement and this resolution and declaring an emergency (Jing Luo)

C10 Approval of Regular Council Meeting Summary Minutes of May 7, 2024 (David L. Udall)

Council Member Ziegler moved to approve the consent agenda. Council Member Kai seconded the motion. Motion passed, 7-0.

LIQUOR LICENSES

BOARDS, COMMISSIONS AND COMMITTEES

COUNCIL ACTION

A1 PUBLIC HEARING: Ordinance No. 2024.012: Relating to Development; approving a rezoning of approximately 19.6 acres of land generally located approximately one-half mile west of the intersection of West Grier Road and North Wentz Road from Zone A (Small Lot Zone) To NC (Neighborhood Commercial); and approving a minor amendment to the General Plan amending the land use category from Traditional Neighborhood (TN) to Commercial (C) (Scott S. Radden)

[Vice Mayor Post declared a conflict of interest and stepped down from the dais at 6:21 PM.]

Mayor Honea opened the public hearing at 6:21 PM.

Senior Planner Scott Radden presented on this item. A copy of the presentation slides is on file with the Town Clerk's Office. **Mr. Radden** explained that this non-site analysis rezoning request involved changing the zoning of the subject property from Small Lot

Zone (A) to Neighborhood Commercial (NC) and involved a Minor General Plan Amendment from Traditional Neighborhood (TN) to Commercial (C). He showed a land use concept plan of a proposed Tucson Electric Power (TEP) substation that is contemplated to be installed on the property pending rezoning approval. He said the Planning Commission voted five to two in favor of the recommending approval of the rezoning request to the Town Council, subject to staff recommended conditions and with the following additional conditions:

- Notwithstanding the conceptual land use plan presented to and approved by the Town Council as part of this Rezoning, the landscape buffer along the west side of the Rezoning Area shall be 20 feet.
- In addition to general landscape requirements, the Property Owners shall coordinate with the residents to the west of the Rezoning Area to position 36-inch to 48-inch box trees on the west side of the Rezoning Area.

For more information regarding the presentation, including maps and depictions of the area involved, please see the presentation slides.

Council Member Craig asked TEP to summarize its process for selecting the subject property and asked why this particular property was selected. She also asked TEP to summarize what it plans to do to mitigate noise and other impacts to residents.

Mr. Steven Eddy, TEP's Director of Public Affairs, addressed the Council. He thanked Town staff and said TEP supports the recommendations from the Planning Commission. He then introduced **Ms. Teresa Bravo, TEP Government Relations Representative – Local Affairs**, who provided a presentation to Council.

Ms. Bravo said TEP is proposing to build a new 138-kV substation on a 19.5-acre site, which will connect to the recently approved AEPCO/TEP double-circuit Marana to Saguaro 115/138 kV Transmission Line. She highlighted the purpose and need for the substation and went over the site selection criteria. She showed a table rating 11 proposed sites along with a map, and she said only one – the subject property – had a willing seller. She said the site was not ideal but was the only one that met the criteria and had a willing seller. **Ms. Bravo** explained the conceptual use plan for the substation and provided images of visual simulations of the site. She said there is room on the site for future expansion. For more details, please see the presentation slides, which are on file with the Town Clerk's Office. Clarifying questions were asked and answered from various TEP personnel.

In answer to **Council Member Craig's** question regarding noise impact mitigation, **Mr. Eddy** said the site would comply with Town regulations regarding noise and highlighted

that physical barriers provide the best noise mitigation, which is why a 12-foot wall was proposed.

Council Member Comerford said that TEP is part of the Town's platting approval process and that, as a result, it is aware of the Town's rapid growth rate. She commented that she wanted to see better planning from TEP in the future. She expressed concern that TEP now had to select a property right next to a residential area. She was glad to see the conceptual use plan showed room for expansion and asked if it would be enough for future growth. **Mr. Eddy** said TEP appreciates the amount of growth in the Town of Marana and that the substation site would have capacity for current demands and for future growth as well.

Council Member Comerford asked TEP to confirm that it did not have say in where the source lines were installed. **Mr. Eddy** confirmed there was a line-siting process in place for where the source lines were installed and that TEP tries to site new substations as close to existing or planned facilities as possible so it does not need to build additional transmission lines that could have further impact in the surrounding area.

Council Member Comerford asked how quickly TEP needed the substation. **Mr. Clark Bryner, TEP's Manager for Siting, Outreach, and Engagement**, said TEP started the process of looking for a substation site in the early 2000s. He said it took a long time to find a site and that TEP's facilities are now at capacity. **Council Member Comerford** asked if TEP would work with the property owners by putting powerlines underground. **Mr. Bryner** said the standard for the utility is overhead transmission and distribution and explained often developers will pay to underground the lines.

Council Member Comerford asked if the substation would look like the large substation off Interstate 10 and Avra Valley Road. **Mr. Bryner** said this substation would be much smaller.

Council Member Comerford said she hopes the wall and trees will cut down on noise impacts. She said she recognizes the need for a substation but was disappointed in the location.

Mayor Honea said that many times, the power lines and towers are an even bigger issue for residents than the substation, and asked where the source lines would enter into the substation. **Mr. Bryner** said it was anticipated they would enter on the east side of the subject property, but that it was not yet certain. **Mayor Honea** expressed concern about the lines being put in the proper place.

Council Member Officer asked if the substation infrastructure could be moved more to the east of the subject property in order to provide more distance from the residents to

the west. **Mr. Eddy** said the safety of TEP employees is first priority in substation design and that the infrastructure needed to be located in the way depicted for their safety. **Council Member Officer** said he recognized the need for the substation and requested that everything be done to alleviate noise impacts.

Council Member Ziegler expressed concern that some knew about the substation when she did not know about it and that she was taken aback when she learned about it. She said she didn't think the substation was compatible with any of the surrounding land uses. She expressed skepticism regarding the utility of the trees and said the 12-foot high wall was not good in the end for the neighbors across the street. She said it was not believable that TEP spent the last 24 years looking for a site and was only now able to secure this one. She said the site should be moved down the street. She said she wanted to make it clear that she was not taking the position she was taking because she was seeking reelection. She referenced the letters of support on the dais and said many of them were almost form letters and that none of the writers would want a substation near their home.

Council Member Ziegler asked TEP what its plan B was if the rezoning failed at this meeting. **Mr. Eddy** said he was not in a position to answer that question and requested that the rezoning be approved. **Council Member Ziegler** said she couldn't believe TEP didn't have a plan B and expressed concern that there would be brownouts or blackouts if the rezoning failed and there was not an alternative thought of. **Mr. Eddy** said the plan B is the current configuration with a mobile, temporary transformer to support grid stability in northern Marana. **Council Member Ziegler** reiterated that no one wants to live by a substation and that there is a lot of other land out there. She said it was unconscionable to put the substation next to residents in light of that and in light of the ability to utilize the temporary transformer while finding a better site.

Eight letters of support from the following were received related to this agenda item, and copies are on file with the Town Clerk's Office:

- Crown West
- Cottonwood Properties
- Southern Arizona Home Builders Association
- Buckelew Farms
- Diamond Ventures
- Marana Chamber of Commerce
- Tucson Metro Chamber
- HSL Properties

The following six individuals addressed the Council and provided comments as follows:

- **Ms. Linda Shepherd:** Ms. Shepherd said she found it hard that TEP looked for property for the last 24 years. She expressed concern that the Council would vote to approve the rezoning because a Council Member has something to do with the sale of the land. She expressed concern that the rezoning would be approved because the substation was being located adjacent to a low-income area and said that the Council would not approve it if it had been located next to the Gladden Farms neighborhood. She said the installation of the substation would forever impact their lives and requested it be located on another vacant area of land. She requested the Council vote no on the rezoning request.
- **Mr. Zayden Shepherd:** Mr. Shepherd said he had many questions about how life would be with a substation nearby. He asked why it couldn't be located elsewhere and said the substation would make noise and not allow the neighbors to sleep. He said he does not want to have to move.
- **Ms. Sandy McElhannon:** Ms. McElhannon said her house would be right next to the substation. She expressed concern that the area in which the substation was being contemplated was Trico Electric Cooperative's district and not TEP's district. She said Trico's plans indicated this substation would be built in another location and said it should be built there. She said the TEP substation should be built in TEP's district. She said she has lived on her property for 40 years and does not want a 12-foot wall built right across the street. She said a comment was made at the Planning Commission meeting that floodwaters would go into Cortaro-Marana Irrigation District (CMID) ditches and said that would not actually happen. She said it is not safe to live next to a substation. She said it would lower their property values and indicated they would not be able to sell their homes. She asked the Council if any of them would like a substation built next to them and recommended the Council vote no. She asked for a date when the substation would be going in if the Council approved the rezoning.
- **Mr. Sharon Peters:** Ms. Peters said she and Mr. Peters have lived on their property for 30 years. She said they were concerned about their property value dropping that they have worked so hard for. She said it would now be hard to even sell the property with the substation going in. She said she does not understand why TEP couldn't offer more money to surrounding landowners to locate the substation on the land of a seller that may not have been willing to pay the price TEP was offering. She said her suggestion for plan B would be to raise the budget for this project and provide more money as an incentive for landowners to sell.

- **Mr. Gerald Peters:** Mr. Peters expressed concern that politicians pay more attention to corporations and special interests than in their own voters. He said he voted for most of the Council Members on the dais and hoped he would not regret that decision. He said he wouldn't mind if the substation was down the road, but he said he did not want the substation right next to his property.
- **Mr. Doug Greenland:** Mr. Greenland, representing CMID, thanked the Council for the work they do, even when it is difficult. He said he had no stake in the property or in where the substation is ultimately located. He said he does have a stake in safe and reliable power. He said when brownouts are experienced, CMID needs to act quickly because many of its wells will have dropped out. He said he is in favor of the applicant undergrounding CMID canals on the east and north sides of the property, as proposed, and requested that be a part of the rezoning conditions. He noted that this meeting was the first time he heard CMID's canals would be utilized for drainage and clarified that CMID does not allow for that and that it is not a drainage district. He asked if the rezoning is approved, that any drainage plans account for that fact.

Council Member Ziegler noted TEP's report stating property values would drop 5% to 10% with the substation going in and that the property values would be expected to recover in 5 to 10 years.

Council Member Kai said he understood the residents' concerns but noted that TEP needed to find a willing seller and that there was only one in this case.

Mayor Honea followed up on the concern regarding the substation being located in Trico's district and asked if Trico's power in northern Marana was wheeled by TEP. **Mr. Eddy** confirmed that it was and said TEP has a number of substations outside of its service territory.

Mayor Honea closed the public hearing at 7:30 PM.

Council Member Kai moved to adopt Ordinance No. 2024.012. Council Member Officer seconded the motion. Mayor Honea asked Mr. Udall to poll the Council. Mayor Honea, Council Member Kai, Council Member Craig, and Council Member Officer voted Aye. Council Member Comerford and Council Member Ziegler voted Nay. Motion passed, 4-2.

A2 Ordinance No. 2024.013: Relating to Finance; amending the Town of Marana Comprehensive Fee Schedule; and designating an effective date (Yiannis Kalaitzidis)

Resolution No. 2024-050: Relating to Finance; declaring as a public record filed with the Town Clerk the amendments to the Town of Marana Comprehensive Fee Schedule adopted by Ordinance No. 2024.013 (Yiannis Kalaitzidis)

[Vice Mayor Post returned to the dais around 7:31 PM.]

Mr. Kalaitzidis presented on this item. He said the Comprehensive Fee Schedule amendment details were presented at the March 5, 2024, Town Council meeting. He said Town staff has since complied with the public notice requirements and reached out to stakeholders for comments. He said no comments were received. He said the changes to the Comprehensive Fee Schedule did not have a significant financial impact and said that, if approved, the fees would become effective on July 1, 2024.

Council Member Ziegler moved to adopt Ordinance No. 2024.013 and Resolution No. 2024-050. Council Member Comerford seconded the motion. Motion passed, 7-0.

A3 PUBLIC HEARING: Resolution No. 2024-051: Relating to Budget; adopting the fiscal year 2024-2025 tentative budget (Yiannis Kalaitzidis)

Mayor Honea opened the public hearing at 6:34 PM.

Mr. Kalaitzidis presented on this item. He highlighted changes that took place between the Manager's Recommended Budget as presented during the April 22, 2024, Town Council meeting and the tentative budget presented at this meeting. The tentative budget increased by \$27,651,989.00 with a new total proposed budget of \$473,739,474.00. Relevant changes include, but are not limited to, the following:

- Facilities Master Plan – budget for design of multiple projects (+ \$7,260,000)
- Tangerine Roade Widening, Phase 2A and TI Improvements (+ \$4,292,887)
- East Apron Reconstruction, Phase 1 and 2 (+ \$2,035,918)
- Marana Park Reservoir (- \$1,068,767)
- Marana Community and Aquatics Center (- \$2,114,130)
- All other net carry forward adjustments to ongoing projects (+ \$702,751)
- HURF – pavement preservation program carry forward (+ \$1,617,091)
- PSPRS Pension liability payoff, as of June 30, 2023 (+ \$13,092,934)
- WIFA meter replacement grant (+ \$1,116,000)

Mr. Kalaitzidis highlighted that money was added for the construction of potential projects arising out of the Facilities Master Plan that is underway and said the money would be in the restricted budget category, requiring, at a minimum, Town Manager approval. He also noted that staff took **Mayor Honea's** suggestion into account from the

April 22, 2024, Town Council meeting and decided to pay down all of the existing PSPRS liability.

A copy of the presentation slides is on file with the Town Clerk's Office. Please see the slides for details, including tables and graphical information. **Mr. Kalaitzidis** answered clarifying questions during the presentation.

Council Member Ziegler asked if the approval for Facility Master Plan projects could be in the contingency fund requiring approval from Council. **Mr. Kalaitzidis** said that was a possibility. **Mr. Montague** noted that a study session was being contemplated for June where potential Facilities Master Plan projects would be brought before the Council, and that the intent of putting the money in the restricted budget was avoiding having to wait to implement recommended projects until the next budgetary cycle.

Mr. Kalaitzidis informed the Council that, if approved, Town staff would bring a final budget to Council for adoption on June 18, 2024.

Council Member Ziegler asked **Mr. Kalaitzidis** about the Tourism Fund. **Mr. Kalaitzidis** said the Tourism Fund has an available fund balance, and that the Tourism department requested this balance be put in the restricted budget to allow for Town Manager approval of expenditures for unforeseen opportunities. **Council Member Ziegler** asked if such expenditures could come before the Council for approval. She said the Town has not done this before and that she felt uncomfortable with it. She asked why the Town couldn't just add \$500,000.00 to the Tourism Fund. **Mr. Kalaitzidis** said the Town has set aside restricted funding with other departments and said the Tourism Fund in particular is restricted by statute. **Council Member Ziegler** reiterated her request for Council approval. **Mr. Kalaitzidis** said the Town Manager's Office could take that into consideration.

Council Member Ziegler said she did not like the Town's practice of only giving \$750.00 as a raise to those who have reached the top of their pay grade. **Mr. Rozema** said the Town continues to evaluate pay scales and to make adjustments where necessary. He said the reason for a ceiling on pay scales is because that is what the market says that is what the particular job pays based on level of experience. **Council Member Ziegler** said the Town should rethink how it handles this.

[Council Member Kai briefly left the meeting at 7:42 PM and returned to the dais at 7:44 PM.]

Mayor Honea closed the public hearing at 8:06 PM.

Vice Mayor Post moved to adopt Resolution No. 2024-051. Council Member Kai seconded the motion. Motion passed, 7-0.

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 said that HB 2720, which involves allowing accessory dwelling units, was signed by the Governor. He said the bill authorizing the Marana prison study failed and that the water bills were combined into HB 2201.

D2 Relating to Public Art; presentation, discussion and selection of public art design concept for fabrication and installation along Avra Valley Road near the Marana Regional Airport for the 2024 Transportation Art by Youth (TABY) project (Andrea De La Cruz)

Assistant to the Town Manager Andrea De La Cruz presented on this item. A copy of the presentation slides is on file with the Town Clerk's Office. **Ms. De La Cruz** said that the Town was awarded \$75,000.00 in funding for a Transportation Art By Youth (TABY) project for a public art piece that will be designed and constructed under the supervision of a contract artist with the assistance of welding students from Marana High School. The art piece will be installed in Town-owned right-of-way along Avra Valley Road near the Marana Regional Airport.

Ms. De La Cruz showed the Council two different art concepts and sought direction on which was the most appropriate to move forward with. She said installation is anticipated to occur in August 2024. For more information, including depictions of the two proposed art projects and the project timeline, please see the presentation slides. **Ms. De La Cruz** answered clarifying questions during her presentation.

Council Member Kai asked if the aircraft art could be modeled after the P-51 Mustang.

Vice Mayor Post moved to select Design Concept 1, with the color red, and with the aircraft art modeled after the P-51 Mustang. Council Member Craig seconded the motion. Motion passed, 7-0.

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).

Mayor Honea asked for future agenda items. There were no future agenda items.

ADJOURNMENT

Mayor Honea asked for a motion to adjourn the meeting.

Vice Mayor Post moved to adjourn the meeting. Council Member Comerford seconded the motion. Motion passed, 7-0. Meeting adjourned at 8:20 PM.

CERTIFICATION

I hereby certify that the foregoing are the true and correct minutes of the regular Town Council meeting held on May 21, 2024. I further certify that a quorum was present.

David L. Udall, Town Clerk



Council-Regular Meeting

L1

Meeting Date: 06/04/2024

To: Mayor and Council

Submitted For: David L. Udall, Town Clerk/ Assistant Town Attorney

From: Nolette Hernandez, Records Clerk

Date: June 4, 2024

Strategic Plan Focus Area:

Not Applicable

Subject: Relating to Liquor Licenses; recommendation to the Arizona Department of Liquor Licenses and Control regarding an application for a new series #007 Beer and Wine Bar liquor license submitted by Spencer Tracy Brown on behalf of Hawaii Fluid Art, located at 6401 Marana Center Boulevard, Suite 800, Tucson, Arizona, 85742 (David L. Udall)

Discussion:

This application is for a new series #007 Beer and Wine Bar liquor license at Hawaii Fluid Art, located at 6401 Marana Center Boulevard, Suite 800, Tucson, Arizona, 85742.

Pursuant to state law, the application was posted at the premises where the business is to be conducted. The posted notice provided that residents within a one-mile radius from the premises may file written arguments in favor of or opposed to the issuance of the license with the Town Clerk's Office within 20 days of the posting. Any written arguments received by the Clerk's Office for or against the proposed liquor license are attached to this item and will be submitted to the Department of Liquor Licenses and Control (DLLC).

Town staff has reviewed this application to determine whether the applicant is in compliance with zoning, building, and other legal requirements for the business. Additionally, the Marana Police Department has conducted a local background check.

The Town Council must enter an order recommending approval or disapproval of the

application within 60 days after filing the application. Pursuant to state statute, a license will only be issued after a satisfactory showing of the capability, qualifications, and reliability of the applicant and “in all proceedings before the town council, the applicant bears the burden of showing that the public convenience requires and that the best interests of the community will be substantially served by the issuance of a license.”

If the Council’s recommendation is for disapproval, the order must include an attachment stating the specific reasons for the recommendation of disapproval and include a summary of the testimony or other evidence supporting the recommendation.

If the Council enters an order recommending approval of the application, or makes no recommendation, then no hearing before the Arizona state liquor board will take place, unless the director of the DLLC, the Liquor Board or a resident within a one-mile radius from the premises requests a hearing. If the Council enters an order recommending disapproval of the application, or if the director, board or a resident within a one-mile radius from the premises requests a hearing, then the state board will hold a hearing regarding the application.

At the hearing, the state board will consider all evidence and testimony in favor of or opposed to the granting of the license. The decision of the board to either grant or deny an application will normally take place within 105 days after the application has been filed, unless the director of the DLLC deems it necessary to extend the time period.

Staff Recommendation:

The Town staff recommends that an order recommending approval be submitted to the DLLC for this liquor license application.

Suggested Motion:

OPTION 1: I move to approve and submit to the DLLC an order recommending approval of an application for a new application series #007 Beer and Wine Bar liquor license submitted by Spencer Tracy Brown on behalf of Hawaii Fluid Art, located at 6401 Marana Center Boulevard, Suite 800, Tucson, Arizona, 85742.

OPTION 2: I move to approve and submit to the DLLC an order recommending disapproval of an application for a new application series #007 Beer and Wine Bar liquor license application submitted by Spencer Tracy Brown on behalf of Hawaii Fluid Art, located at 6401 Marana Center Boulevard, Suite 800, Tucson, Arizona, 85742.

Attachments

Redacted Application

Affidavit of Posting

Local Governing Board Recommendation

Description of Common Liquor Licenses

State of Arizona
Department of Liquor Licenses and Control

Created 03/21/2024 @ 10:16:31 AM

Local Governing Body Report

LICENSE

Number:		Type:	007 BEER AND WINE BAR
Name:	HAWAII FLUID ART		
State:	Pending		
Issue Date:		Expiration Date:	
Original Issue Date:			
Location:	6401 MARANA BOULEVARD TUCSON, AZ 85742 USA		
Mailing Address:			
Phone:			
Alt. Phone:			
Email:	SPENCER@HAWAIIFLUIDART.COM		

AGENT

Name:	SPENCER TRACY BROWN
Gender:	Male
Correspondence Address:	
Phone:	
Alt. Phone:	
Email:	SPENCER@HAWAIIFLUIDART.COM

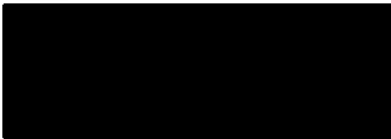
OWNER

Name:	SUNTOAD STUDIOS INC		
Contact Name:	SPENCER T BROWN		
Type:	CORPORATION		
AZ CC File Number:	23605516	State of Incorporation:	AZ
Incorporation Date:	11/13/2023		
Correspondence Address:			
Phone:			
Alt. Phone:			
Email:	SPENCER@HAWAIIFLUIDART.COM		

Officers / Stockholders

Name:	Title:	% Interest:
-------	--------	-------------

SUNTOAD STUDIOS INC - OWNER

Name: SPENCER TRACY BROWN
Gender: Male
Correspondence Address: 
Phone: 
Alt. Phone: 
Email: SPENCER@HAWAIIFLUIDART.COM

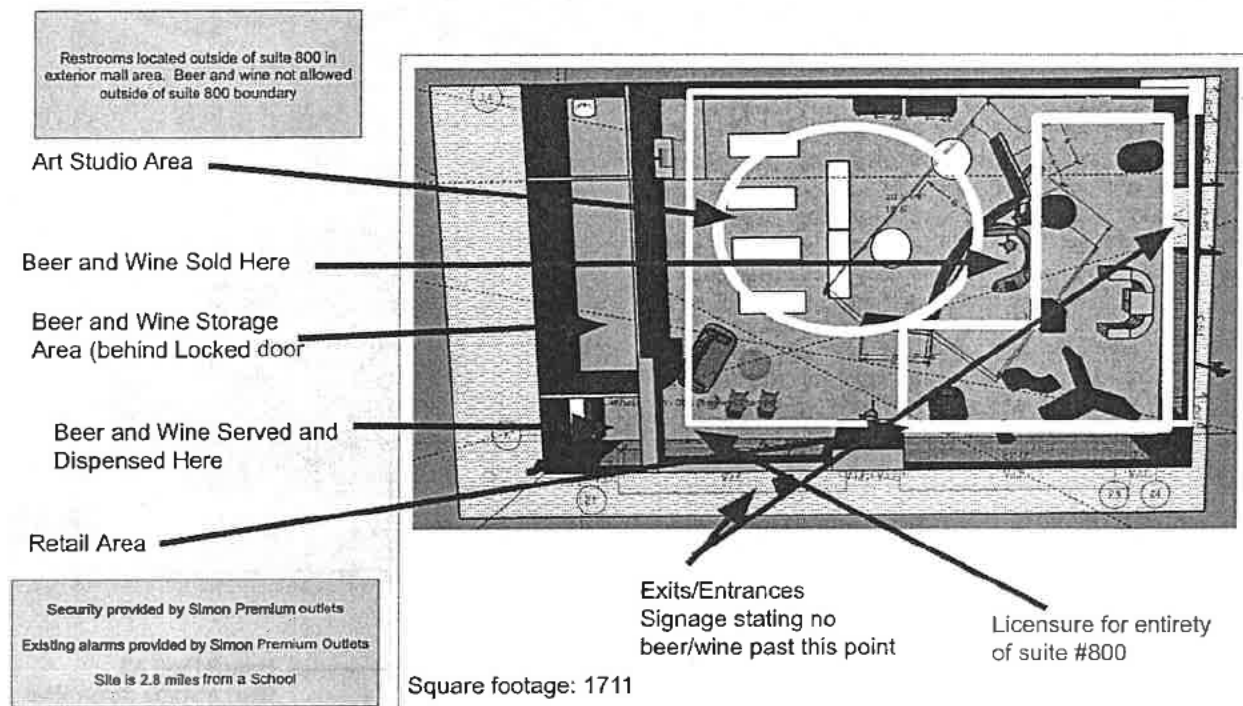
APPLICATION INFORMATION

Application Number: 282400
Application Type: New Application
Created Date: 02/16/2024

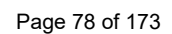
QUESTIONS & ANSWERS**007 Beer and Wine Bar**

- 1) Are you applying for an Interim Permit (INP)?
No
- 2) Provide name, address, and distance of nearest school.
(If less than one (1) mile note footage)
TWIN PEAKS K-8
7995 W TWIN PEAKS RD TUCSON, AZ 85743
2.8 MILES
- 3) Are you one of the following? Please indicate below.
Property Tenant
Subtenant
Property Owner
Property Purchaser
Property Management Company
TENANT
- 4) Is there a penalty if lease is not fulfilled?
No
- 5) Is the Business located within the incorporated limits of the city or town of which it is located?
Yes
- 6) What is the total money borrowed for the business not including the lease?
Please list each amount owed to lenders/individuals.
\$66,534
- 7) Are there walk-up or drive-through windows on the premises?
No
- 8) Does the establishment have a patio?
No
- 9) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
Yes
If yes, what is your estimated completion date?
04/01/2024

License type: Series 7 Wine and Beer Bar
Hawaii Fluid Art
6401 Marana Center Blvd #800
Tucson AZ 85742



*24FEB 1 AM11:47 AZD LLC



LC: _____
Amount: _____

24 MAR 20 14:14 PM 109



AGENT/CONTROLLING PERSON QUESTIONNAIRE

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with **Black Ink**

DLIC USE ONLY

Job #:	282 400
Date Accepted:	3-20-24
CSR:	AP for Sg

905-513

License Number: _____

ATTENTION APPLICANT: This is a legally binding document. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

Attention local governments: Social security and birth date information is confidential. This information will be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED ACCORDINGLY AND SUBMITTED TO THE DEPARTMENT WITH A **BLUE OR BLACK LINED** FINGERPRINT CARD AND \$22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE.

1. Check the
Appropriate
Box →

☒ Agent

☐ Controlling Person

2. Name: Brown, Spencer Tracy Birth Date: [REDACTED]
Last First Middle (NOT a public record)

3. Social Security #: [REDACTED] Drivers License #: B12357272 State Issued: AZ

4. Place of birth: Phoenix AZ United States Height: 5'6" Weight: 130 Eyes: BR Hair: BR
City State COUNTRY

5. Name of current/most recent spouse: Brown, Jacqueline Michelle Birth Date: [REDACTED]
Last First Middle (NOT a public record)

6. Are you a bonafide resident of Arizona? Yes ☒ No ☐ If yes, what is your date of residency? 4/16/1971

7. Daytime telephone number: [REDACTED] Email address: Spencer@hawaiiifluidart.com

8. Premises Name: Hawaii Fluid Art Business Phone: 520 850 8046

9. Premises Address: 6401 Marana Center Blvd Tucson AZ Pima 85742
Street (do not use PO Box) City State County Zip

10. List your employment or type of business during the past five (5) years, if unemployed, retired, or student, list place of residence address. (ATTACH ADDITIONAL SHEET IF NECESSARY)

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)
08/18	CURRENT	Teacher	Verrado High School 20050 W Indian School Rd Buckeye AZ 85396

11. Provide your residence address information for the last five (5) years A.R.S. §4-202(D) (ATTACH ADDITIONAL SHEET IF NECESSARY)

FROM Month/Year	To Month/Year	Street	City	State	Zip
04/2021	CURRENT				
03/2020	04/2021				
09/2016	03/2020				

(ATTACH ADDITIONAL SHEET IF NECESSARY)

12. As an Agent or Controlling Person, will you be managing the day to day operation of the licensed premises? If you answered YES, then answer #13 below. If NO, skip to #14 Yes ☒ No ☐
13. Have you attended a DLLC approved Basic and Management Liquor Law Training Course within the past 3 years? **MUST** attach copies of both training certificates. Yes ☒ No ☐
14. Have you been cited, arrested, indicted, convicted, or summoned into court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past five (5) years? Yes ☐ No ☒
15. Are there ANY administrative law citations, compliance actions or consents, criminal arrests, indictments or summons pending against you? (Do not include civil traffic tickets) A.R.S. §4-202, 4-210 Yes ☐ No ☒
16. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☒
17. Have you had a liquor application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) Yes ☐ No ☒
18. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last five years? A.R.S. §4-202(D) Yes ☐ No ☒

If you answered "YES" to any Question 14 through 18 **YOU MUST** attach a signed statement. Give complete details including dates, agencies involved and dispositions. **CHANGES TO QUESTIONS 14-18 MAY NOT BE ACCEPTED**

I, (Print Full Name) Spencer T. Brown hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature: Spencer T. Brown Date: 3/18/2024



ALIEN STATUS

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with Black Ink

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (the "Act"), 8 U.S.C. § 1621, provides that, with certain exceptions, only United States citizens, United States non-citizen nationals, non-exempt "qualified aliens" (and sometimes only particular categories of qualified aliens), nonimmigrant, and certain aliens paroled into the United States are eligible to receive state, or local public benefits. With certain exceptions, a professional license and commercial license issued by a State agency is a State public benefit.

Arizona Revised Statutes § 41-1080 requires, in general, that a person applying for a license must submit documentation to the license agency that satisfactorily demonstrates the applicant's presence in the United States is authorized under federal law.

Directions: All applicants must complete Sections I, II, and IV. Applicants who are not U.S. citizens or nationals must also complete Section III.

Submit this completed form and a copy of one or more document(s) from the attached "Evidence of U.S. Citizenship, U.S. National Status, or Alien Status" with your application for license or renewal. If the document you submit does not contain a photograph, you must also provide a government issued document that contains your photograph. You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

SECTION I – APPLICANT INFORMATION

APPLICANT NAME (Print or type)

Spencer T. Brown

SECTION II – CITIZENSHIP OR NATIONAL STATUS DECLARATION

Are you a citizen or national of the United States? ☒ Yes ☐ No - If **yes**, indicate place of birth:

City Phoenix State AZ COUNTRY United States

If you answered **Yes, 1)** Attach a legible copy of a document from the list below.

2) Name of document: Drivers Licence

If you answered **No**, you must complete Sections III.

You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

Evidence showing authorized presence in the United State includes the following:

1. An Arizona driver license issued after 1996 or an Arizona non-operating identification card.
2. A driver license issued by a state that verifies lawful presence in the United States.
3. A birth certificate or delayed birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after Jan. 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time)
4. A United States certificate of birth abroad.
5. A United States passport. ***Passport must be signed***
6. A foreign passport with a United States visa.
7. An I-94 form with a photograph.
8. A United States citizenship and immigration services employment authorization document or refugee travel document.
9. A United States certificate of naturalization.
10. A United States certificate of citizenship.
11. A tribal certificate of Indian blood.
12. A tribal or bureau of Indian affairs affidavit of birth.
13. Any other license that is issued by the federal government, any other state government, an agency of this state or a political subdivision of this state that requires proof of citizenship or lawful alien status before issuing the license.

SECTION III – QUALIFIED ALIEN DECLARATION

Applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Attach a legible copy of a document from the attached list or other document as evidence of your status.

Name of document provided

Qualified Alien Status (8 U.S.C. §§ 1621(a)(1), -1641(b) and (c))

- ☐ 1. An alien lawfully admitted for permanent residence under the Immigration and Nationality Act (INA)
- ☐ 2. An alien who is granted asylum under Section 208 of the INA.
- ☐ 3. A refugee admitted to the United States under Section 207 of the INA.
- ☐ 4. An alien paroled into the United States for at least one year under Section 212(d)(5) of the INA.
- ☐ 5. An alien whose deportation is being withheld under Section 243(h) of the INA.
- ☐ 6. An alien granted conditional entry under Section 203(a)(7) of the INA as in effect prior to April 1, 1980.
- ☐ 7. An alien who is a Cuban/Haitian entrant.
- ☐ 8. An alien who has, or whose child or child's parent is a "battered alien" or an alien subject to extreme cruelty in the United States

Nonimmigrant Status (8 U.S.C. § 1621(a)(2))

- 9. A nonimmigrant under the Immigration and Nationality Act [8 U.S.C. § 1101 et seq.] Non-immigrants are persons who have temporary status for a specific purpose. See 8 U.S.C. § 1101(a)(15).

Alien Paroled into the United States for Less Than One Year (8 U.S.C. § 1621(a)(3))

- 10. An alien paroled into the United States for less than one year under Section 212(d)(5) of the INA

Other Persons (8 U.S.C. § 1621(c)(2)(A) and (C))

- 11. A nonimmigrant whose visa for entry is related to employment in the United States, or
- 12. A citizen of a freely associated state, if section 141 of the applicable compact of free association approved in Public Law 99-239 or 99-658 (or a successor provision) is in effect [Freely Associated States include the Republic of the Marshall Islands, Republic of Palau and the Federate States of Micronesia, 48 U.S.C. § 1901 et seq.];
- 13. A foreign national not physically present in the United States.
- 14. **Otherwise Lawfully Present**
- 15. A person not described in categories 1-13 who is otherwise lawfully present in the United States.

PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure. See 8 U.S.C. §

Spencer T. Brown

Print Name

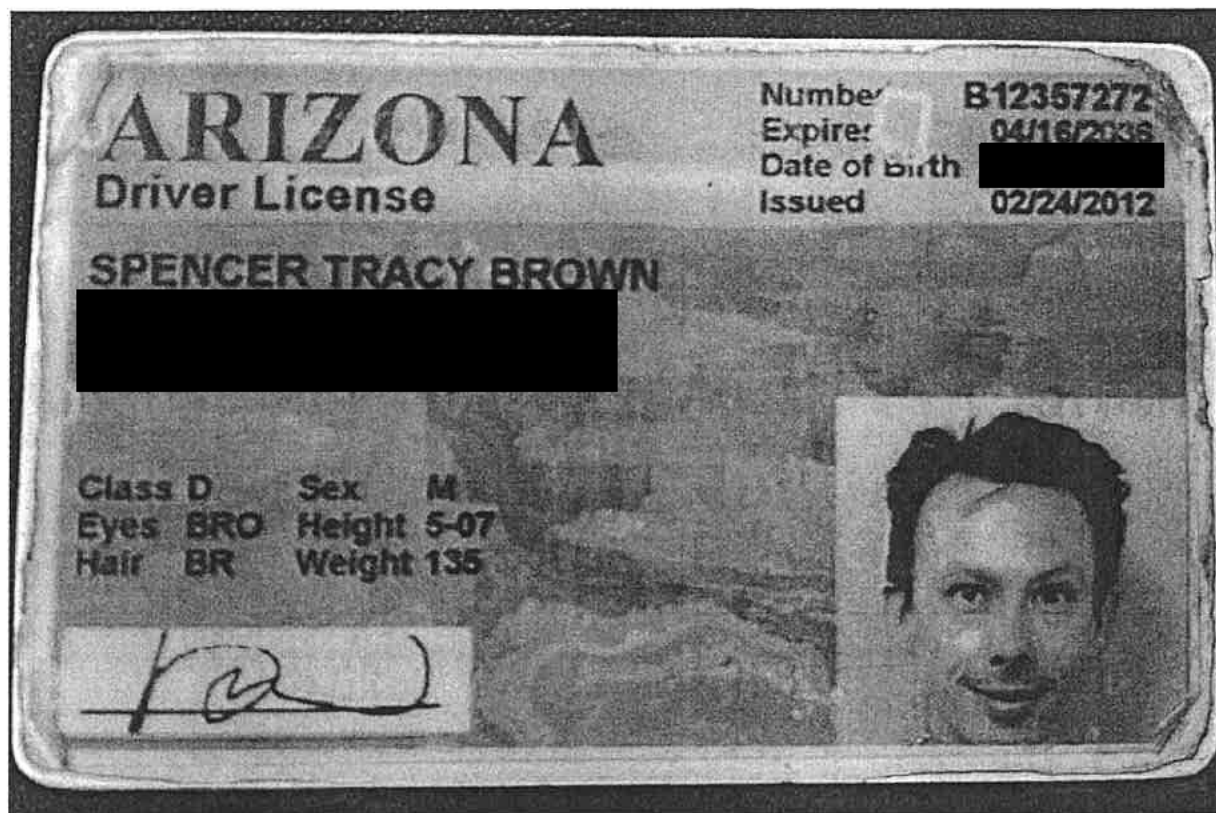
Spencer T. Brown

Signature

3/17/2024

Date

License type: Series 7 Wine and Beer Bar
Hawaii Fluid Art
6401 Marana Center Blvd #800
Tucson AZ 85742



March 19, 2024

Arizona Liquor Licenses
800 W Washington St, 5th Floor
Phoenix, AZ 85007

RE: Spencer Brown's Residence Address; Question 11 on Questionnaire

To Whom It May Concern:

My name is Spencer Brown, the current address on my driver's licenses of [REDACTED]
Peoria 85382 is not correct and I have not lived there since 2014. My current address is [REDACTED]
[REDACTED] Buckeye AZ 85326 and have lived at my current address since 2021.

Thank you,

Spencer T. Brown

Spencer T. Brown

Certificate # ON-LINE

Certificate of Completion
For
Title 4 **BASIC** Liquor Law Training

☐ On-sale
☐ Off-sale
☒ On- and off-sale

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

The State requires BASIC Title 4 training only as a prerequisite for MANAGEMENT Title 4 training or as a result of a liquor law violation. Persons required to have BASIC Title 4 training are listed at the base of this Certificate. Licensees sometimes require BASIC Title 4 Training a condition of employment.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Spencer Brown

Full Name (please print)

Spencer T. Brown

Signature

03/17/2024

Training Completion Date

03/17/2027

Certificate Expiration Date
(three years from completion date)

Training Provider Information

AATF – All-Star Alcohol Awareness

Company Name

P.O. Box 6252, Chandler, Arizona 85246

Mailing Address

(480) 664-0389

Daytime Contact Phone Number

I, **Jared Repinski**, certify that the above named individual did successfully complete
Instructor Name (please print)

Title 4 BASIC Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.)R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

[Signature]

Instructor Signature

17 / 03 / 2024

Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)
Conveyance (series 8)
Restaurant (series 12)

Government (series 5)
Liquor Store (series 9)
In-state Farm Winery (series 13)

Bar (series 6)
Private Club (series 14)

Beer & Wine Bar (series 7)
Hotel/Motel w/restaurant (series 11)
Beer & Wine Store (series 10)

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

July 11, 2013

Certificate # ON-LINE

24 MAR 20 Lir. Lic. PM 1:10

Certificate of Completion
For
Title 4 **MANAGEMENT** Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

Basic Title 4 training is a prerequisite for MANAGEMENT Title 4 training. A valid Certificate of Completion for BASIC Title 4 training must be on file at the Department of Liquor and satisfactory completion of a State-approved BASIC Title 4 course must be verified by the training provider prior to issuing a Certificate of Completion for MANAGEMENT Title 4 training.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Spencer Brown

Full Name (please print)

Spencer T. Brown

Signature

03/17/2024

Training Completion Date

03/17/2027

Certificate Expiration Date
(three years from completion date)

Training Provider Information

AATF – All-Star Alcohol Awareness

Company Name

P.O. Box 6252, Chandler, Arizona 85246

Mailing Address

(480) 664-0389

Daytime Contact Phone Number

I, Jared Repinski, Instructor Name (please print), certify that the above named individual did successfully complete

Title 4 MANAGEMENT Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.)R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

Jared Repinski

Instructor Signature

17 / 03 / 2024

Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)
Conveyance (series 8)
Restaurant (series 12)

Government (series 5)
Liquor Store (series 9)
In-state Farm Winery (series 13)

Bar (series 6)
Private Club (series 14)

Beer & Wine Bar (series 7)
Hotel/Motel w/restaurant (series 11)
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The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor

July 11, 2013



FINGERPRINT VERIFICATION FORM

Arizona Department of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

DLCC USE ONLY

Job #:	282400
Date Accepted:	3/21/24
CSR:	P5

ATTENTION FINGERPRINT TECHNICIAN:

Please follow the instructions below for fingerprinting this applicant.

1. Please fill out or ensure that the applicant has filled out all the required boxes on the fingerprint card prior to taking the fingerprints.
2. Request a valid, unexpired government-issued photo ID from the applicant and compare the physical descriptors on the applicant's photo ID to the applicant and to the information on the fingerprint card.
3. Fill out the information in the boxes below. **Please print clearly.**
4. Once the prints have been taken, place the fingerprint card and this form into the envelope and seal it. Please write your name or identification across the edge of the seal. Return the sealed envelope to the applicant.
Do not give the applicant the fingerprint card without first sealing it inside the envelope.
5. **Write applicants name on front of sealed envelope.**

PRINT the following information:

Date 01/24/2024	Name of Applicant: SPENCER TRACY BROWN
Name of Fingerprint Technician: Patrick Kalani Smith	
Fingerprint technician's Signature: 	
Fingerprint technician's Agency/company Name: Aloha Fingerprints	Phone Number: 623-223-8577
Type of Photo ID Provided (check one):	
☒ Driver's License ☐ Passport ☐ Other (Please specify)	



POSTING

Job#

DLLC use only

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with Black Ink

Date of Posting: 05 / 14 / 24

Date of Posting Removal: 6 / 3 / 24

Applicant's Name: Brown Spencer Tracy
Last First Middle

Business Address: 6401 Marana Center Blvd, Ste 800 Tucson 85742
Street City Zip

I hereby certify that pursuant to A.R.S. 4-201, I posted notice in a conspicuous place on the premises proposed to be licensed by the above applicant and said notice was posted for at least twenty (20) days.

JR Burns Housing Rehabilitation Specialist (520) 990-2496
Print Name of City/County Official Title Phone Number

Elt E Burns 5/14/24
Signature Date Signed

Return this affidavit with your recommendations or any other related documents.
If you have any questions please call (602) 542-5141 and ask for the Licensing Division.



Local Governing Body Recommendation A.R.S. § 4-201(C)

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with **Black Ink**

City or Town of: Town of Marana Liquor License/Application #: 282400
(Circle one) (Arizona license/application #)
County of: Pima County City/Town/County #: LL2024-04

Licensed establishment that will be operating within an "entertainment district" as described in A.R.S. § 4-207(D)(2),

(Name of entertainment district)

(Date of resolution to create the entertainment district)

A boundary map of entertainment district must be attached.

The Marana Town Council at a Regular meeting held
(Governing body) (Regular or special)
on the 04 of June, 2024 considered the application of Spencer Tracy Brown
(Day) (Month) (Year) (Name of applicant)

for a license to sell spirituous liquor at the premises described in the application as provided by A.R.S § 4-201.

ORDER OF APPROVAL/DISAPPROVAL

IT IS THEREFORE ORDERED that the license APPLICATION OF Spencer Tracy Brown
(Name of applicant)
to sell spirituous liquor of the class and in the manner designated in the application, is hereby recommended
for _____.
(Approval, disapproval, or no recommendation)

TRANSMISSION OF ORDER TO STATE

IT IS FURTHER ORDERED that a certified copy of this order be immediately transmitted to the State
Department of Liquor, License Division, 800 W Washington, 5th Floor, Phoenix, Arizona 85007.

Dated at _____ on _____, _____, _____.
(Location) (Day) (Month) (Year)

(Printed name of city, town or county clerk)

(Signature of city, town or county clerk)

Department of Liquor Licenses and Control
Descriptions of Common Types of Liquor Licenses

Series 6 Bar

The bar (series 6) liquor license is a "quota" license available only through the Liquor License Lottery or for purchase on the open market. Once issued, this liquor license is transferable from person to person and/or location to location within the same county and allows the holder both on- & off-sale retail privileges. This license allows a bar retailer to sell and serve all types of spirituous liquors, primarily by individual portions, to be consumed on the premises and in the original container for consumption on or off the premises. A retailer with off-sale ("To Go") privileges may deliver spirituous liquor off of the licensed premises in connection with a retail sale. A.R.S. § 4-206.01.F. states that after January 1, 2011, the off-sale privileges associated with a bar license shall be limited to no more than 30% of the total annual sales receipts of liquor by the licensee at that location. Payment must be made no later than the time of delivery. Off-sale ("To Go") package sales of spirituous liquor can be made on the bar premises as long as the area of off-sale operation does not utilize a separate entrance and exit from the ones provided for the bar. A hotel or motel with a Series 6 license may sell spirituous liquor in sealed containers in individual portions to its registered guests at any time by means of a minibar located in the guest rooms of registered guests. The registered guest must be at least twenty-one (21) years of age. Access to the minibar is by a key or magnetic card device and not furnished to a guest between the hours of 2:00 a.m. and 6:00 a.m.

Series 7 Beer and Wine Bar

The beer and wine bar (series 7) liquor license is a "quota" license available only through the Liquor License Lottery or for purchase on the open market. Once issued, this liquor license is transferable from person to person and/or location to location within the same county and allows the holder both on- & off-sale retail privileges. This license allows a beer and wine bar retailer to sell and serve beer and wine (no other spirituous liquors), primarily by individual portions, to be consumed on the premises and in the original container for consumption on or off the premises. A retailer with off-sale ("To Go") privileges may deliver spirituous liquor off of the licensed premises in connection with a retail sale. A.R.S. § 4-206.01.F. states that after January 1, 2011, the off-sale privileges associated with a bar license shall be limited to no more than 30% of the total annual sales receipts of liquor by the licensee at that location. Off-sale ("To Go") package sales can be made on the bar premises as long as the area of off-sale operation does not utilize a separate entrance and exit from the one provided for the bar. Payment must be made no later than the time of delivery.

Series 9 Liquor Store

Department of Liquor Licenses and Control
Descriptions of Common Types of Liquor Licenses

The liquor store (series 9) license is a "quota" license available only through the Liquor License Lottery or for purchase on the open market. Once issued, this liquor license is transferable from person to person and/or location to location within the same county and allows a spirituous liquor store retailer to sell all types of spirituous liquors, only in the original unbroken package, to be taken away from the premises of the retailer and consumed off the premises. A retailer with off-sale privileges may deliver spirituous liquor off of the licensed premises in connection with a retail sale. Payment must be made no later than the time of delivery. Series 9 (liquor store) licensees and applicants may apply for unlimited sampling privileges by completing the Sampling Privileges form.

Series 10 Beer and Wine Store

This non-transferable, off-sale retail privileges liquor license allows a retail store to sell beer and wine (no other spirituous liquors), only in the original unbroken package, to be taken away from the premises of the retailer and consumed off the premises. A retailer with off-sale privileges may deliver spirituous liquor off of the licensed premises in connection with a retail sale. Payment must be made no later than the time of delivery. Series 10 (beer and wine store) licensees and applicants may apply for unlimited sampling privileges by completing the Sampling Privileges form.

Series 11 Hotel/Motel

This non-transferable, on-sale retail privileges liquor license allows the holder of a hotel/motel license to sell and serve all types of spirituous liquor solely for consumption on the premises of a hotel or motel that has a restaurant where food is served on the premises. The restaurant on the licensed premises must derive at least forty percent (40%) of its gross revenue from the sale of food. The holder of this license may sell spirituous liquor in sealed containers in individual portions to its registered guests at any time by means of a minibar located in the guest rooms of registered guests. The registered guest must be at least twenty-one (21) years of age. Access to the minibar is provided by a key or magnetic card device and may not be furnished to a guest between the hours of 2:00 a.m. and 6:00 a.m.

Series 12 Restaurant

This non-transferable, on-sale retail privileges liquor license allows the holder of a restaurant license to sell and serve all types of spirituous liquor solely for consumption on the premises of an establishment which derives at least forty percent (40%) of its gross revenue from the sale of food. Failure to meet the 40% food requirement may result in revocation of the license.



Council-Regular Meeting

B1

Meeting Date: 06/04/2024

To: Mayor and Council

Submitted For: David L. Udall, Town Clerk/ Assistant Town Attorney

From: Debbie Thompson, Deputy Town Clerk

Date: June 4, 2024

Strategic Plan Focus Area:
Not Applicable

Subject: Resolution No. 2024-057: Relating to Boards, Commissions and Committees; appointing Jannine Beyer as Trustee for the Marana Health Care Benefits Trust Board, effective immediately, for a term ending on November 19, 2025 (David L. Udall)

Discussion:

On August 6, 2019, the Council adopted Resolution No. 2019-068 establishing the Marana Health Care Benefits Trust for the Town's self-insurance program for health and dental insurance benefits as required by A.R.S. §11-981, and authorized the Mayor to execute the Trust Document. Section 3.02 of the Trust Document sets forth the number and identity of the Trustees for the trust. Based on feedback from the Council, section 3.02 provides that there will be five Trustees, with no more than one Trustee being a Town employee, and no Trustees being a member of the Council. Each Trustee serves a four-year term, unless a term is terminated earlier. Per the approved Trust Document, applicants must have expertise in at least one of the following fields: finance, employee benefits, health care, human resources, or risk management, and must reside in Pima or Pinal County.

There are currently two vacancies on the Board. Thomas Plantz and Franklin Garrett resigned ahead of the conclusion of their terms expiring on November 19, 2025.

Town staff has solicited applications to fill the two vacancies on the Board and has received one application from Jannine Beyer. This applicant meets the minimum requirements as set forth in the Trust Document for appointment to the Board, and a

copy of her application is attached to this agenda item for the Council's review. If appointed by the Council, Ms. Beyer will begin serving immediately upon appointment and will serve out the remainder of Thomas Plantz's term expiring on November 19, 2025. The remaining vacancy will be filled at a later date.

Pursuant to section 2-6-2(E) of the Marana Town Code, at tonight's meeting, the Town Council may do one or more of the following:

1. Interview the applicant either in public or in an executive session scheduled for that purpose.
2. Make one appointment.
3. Order the solicitation of additional applications.
4. Take any other action it deems appropriate.

An executive session has been scheduled on tonight's agenda, should the Council desire to conduct an interview in executive session.

Staff Recommendation:

Council's Pleasure.

Suggested Motion:

I move to adopt Resolution No. 2024-057, appointing Jannine Beyer as Trustee for the Marana Health Care Benefits Trust Board, effective immediately, for a term ending on November 19, 2025.

Attachments

Resolution No. 2024-057
Jannine Beyer Application

MARANA RESOLUTION NO. 2024-057

RELATING TO BOARDS, COMMISSIONS AND COMMITTEES; APPOINTING JANNINE BEYER AS TRUSTEE FOR THE MARANA HEALTH CARE BENEFITS TRUST BOARD, EFFECTIVE IMMEDIATELY, FOR A TERM ENDING ON NOVEMBER 19, 2025

WHEREAS on August 6, 2019, the Town Council adopted Resolution No. 2019-068, establishing the Marana Health Care Benefits Trust (MHCBT) and approving the Trust Document, to satisfy the requirements of Arizona Revised Statutes (A.R.S.) Section 11-981; and

WHEREAS section 3.02 of the Trust Document provides that there shall be five Trustees for the Trust, that no Trustee may be a current or former member of the Council, that no Trustee may be a former employee of the Town, and that no more than one Trustee may be an employee of the Town; and

WHEREAS the Trust Document also provides that each Trustee shall serve a four-year term, except that the initial terms for the first five Trustees shall be as follows: two Trustees to serve an initial term of two years; and three Trustees to serve an initial term of four years; and

WHEREAS on November 19, 2019, the Town Council adopted Resolution No. 2019-118 appointing the initial Trustees for the MHCBT Board, including appointing two Trustees to serve two-year terms; and

WHEREAS on December 20, 2022, the Town Council adopted Resolution No. 2022-132 reappointing the two Trustees to serve for four-year terms, retroactively effective from November 20, 2021; and

WHEREAS there are currently two vacancies on the MHCBT Board resulting from the resignation of the two Trustees from their positions prior to the expiration of their terms on November 19, 2025; and

WHEREAS on February 20, 2024, the Town Council adopted Resolution No. 2024-018, appointing three Trustees for the MHCBT Board for four-year terms, retroactively effective from November 20, 2023; and

WHEREAS Town staff has solicited applications to fill the two remaining vacancies and has received an application from Jannine Beyer, who meets the minimum requirements as set forth in the Trust Document for appointment to the MHCBT Board; and

WHEREAS the Mayor and Council find that the appointment addressed by

this resolution is in the best interest of the Town and its citizens.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, that Jannine Beyer is hereby appointed as a Trustee for the Marana Health Care Benefits Trust Board, effective immediately, for a term ending on November 19, 2025.

PASSED AND ADOPTED by the Mayor and Council of the Town of Marana, Arizona, this 4th day of June, 2024.

Mayor Ed Honea

ATTEST:

APPROVED AS TO FORM:

David L. Udall, Town Clerk

Jane Fairall, Town Attorney



Board and Commission Application Town Clerk

Submitted On:

May 7, 2024, 01:56AM EDT

Board or Commission	Marana Health Care Benefits Trust Board
Please upload your resume here.	Resume May 2024.doc
First Name	Jannine
Last Name	Beyer
Email	[REDACTED]
Full Address	Street Address: [REDACTED] City: Marana State: [REDACTED] Zip: 85658
How many years have you lived at this address?	I relocated here permanently from Wisconsin in September 2023.
How many years have you lived in Pima or Pinal County?	I relocated here permanently from Wisconsin in September 2023.
Phone Number (Daytime)	[REDACTED]
Phone Number (cell or home)	[REDACTED]
Occupation	Retired Employee Benefits professional
Employer	Last employer, S. C. Johnson & Son, Inc. (Retired in 2015)
What are some of the most important concerns or issues related to employee benefits that you think the Town will have to face in the near future?	The most significant issue is the rising cost of employee benefits.
Please describe your experience in the field(s) of finance, employee benefits, health care, human resources, and/or risk management	I was an Employee Benefits professional with 35+ years of progressively responsible experience in design, administration and communication of health and welfare, defined benefit and defined contribution plans within both union and non union environments. I was a hands on leader with solid technical knowledge of the employee benefits field combined with demonstrated skills in organization, communication, project management and process improvement.
Describe your experience working with a Council-appointed board or commission	I don't have any experience working with a Council appointed board or commission.
If appointed by the Council you will be representing all of the Town of Marana in your	In my professional experience, I have always made decisions balancing legal requirements, my employers' objectives, cost (both for my employers and our employees/retirees), benefit plan features

decisions. Describe how you will maintain your objectivity in making decisions for locations other than your own residence.	and administrative/information systems complexity. The impact on me personally was never a factor I considered in the course of the decision making process.
Full Name	First Name: Barbara Last Name: Carlson
Full Address	Street Address: [REDACTED] City: [REDACTED] State: [REDACTED] Zip: [REDACTED]
Relationship	I reported to Barbara for a time while working at S.C. Johnson & Son, Inc. in the "Health and Welfare" area of the employee benefits function.
Phone Number	[REDACTED]
Full Name	First Name: Donna Last Name: Cook
Full Address	Street Address: [REDACTED] City: [REDACTED] State: [REDACTED] Zip: [REDACTED]
Relationship	Donna was one of my early "mentors" in my career at A. O. Smith Corporation. I was promoted to Donna's prior position when she was promoted to a Corporate HR Manager position, but we continued work on various projects and presentations together during our careers at A. O. Smith Corporation.
Phone Number	[REDACTED]
Phone Number	[REDACTED]
Name of Business	None
Person with Interest	None
Type of Interest	None
Additional Information	
Have any of the above businesses conducted any business (e.g. supplier of goods or services, contractor, consultant) with the Town of Marana in the past 24 months?	No
If Yes, please explain	
Are you, a relative, or any member of your household an employee of the Town of Marana?	No
If Yes, please explain	
	Marana Town Council Regular Meeting Agenda Packet June 4, 2024
	Page 98 of 173

List by name any compensated lobbyist with whom you, or a relative, or a member of your household shares any direct economic interest such as a partnership, joint venture or similar business relationship?

None

Signature Data

First Name: Jannine
Last Name: Beyer
Email Address: [REDACTED]

Jannine Beyer

Signed at: May 7, 2024 1:08am America/New_York

Full Date

Month: 5
Day: 6
Year: 2024

JANNINE M. BEYER - CAREER PROFILE

Employee Benefits management professional with 35+ years progressively responsible experience in design, administration and communication of health and welfare, defined benefit and defined contribution plans within both union and non-union environments. Energetic hands-on leader with solid technical knowledge of the employee benefits field combined with demonstrated skills in organization, communication, project management and process improvement.

S. C. JOHNSON & SON, INC. (Retired)

December, 2000 - 2015

Senior Benefits Planning Analyst

Retirement Income Planning

Responsibilities included assisting with plan administration and communication of all Defined Benefit and Defined Contribution, 401-k savings, and deferred compensation plans. Additional responsibilities included liaison with the payroll function to assure accurate contribution elections, reconciliation of payroll deduction/data downloads vs. vendor uploads required for employee account funding and record keeping. Also, performed calculations for Qualified Domestic Relations Orders and served as the liaison with actuaries to assure accurate pension system data for annual Defined Benefit plan valuations and with the Employee Service Center to ensure consistent administration with plan design and intent.

Health and Welfare Planning

Responsibilities included assisting with plan design, implementation, administration and communication of all health & welfare benefit programs, policies and procedures. Additional responsibilities included review and maintenance of all health/welfare plans for legal and regulatory compliance. Responsible for active management of the long-term disability program and the ERISA appeal process. Also served as liaison with the Employee Service Center to ensure consistent administration with plan design and intent.

MORRIS MATERIAL HANDLING, INC., Oak Creek, WI

April, 1998 – December, 2000

Morris Material Handling (formerly Harnischfeger P & H Material Handling) is an international leader in the design, manufacture and service of hoists and overhead cranes.

Corporate Employee Benefits Manager

Responsibilities included direction of all design, implementation, communication and coordination of legal compliance activities of Morris Material Handling's benefit programs for the multiple United States locations of operation.

TOWER AUTOMOTIVE, INC., Milwaukee, Wisconsin

June, 1976-April, 1998

Tower Automotive (formerly A. O. Smith Automotive Products Company) is a leading designer and producer of body structure components and assemblies used by the major automotive original equipment manufacturers.

Director, Employee Benefits

1995-1998

Responsibilities included management of all benefits function activities for 5,500+ employees at 12 locations nationwide and Canada, including transition activities necessitated by the acquisition of the Automotive Products Company (APC) by Tower Automotive, Inc. in April, 1997. Coached a staff of 5 to assume tasks previously performed at the corporate level while maintaining all previous administrative services. Reported to the Leadership Team of Tower Automotive, Inc.

Manager, Employee Benefits

1990-1995

Promoted from position of Specialist, Employee Benefits. Managed the benefits function for the Milwaukee, and later, the non-Milwaukee locations while retaining all responsibilities of the Specialist, Employee Benefits position. Reported to vice president, Human Resources.

Specialist, Employee Benefits

1988-1990

Promoted from position of Employee Benefits Representative. Responsible for determination of all benefit amounts as provided under the 4 defined benefit retirement plans covering 5,000+ union and salaried employees of the Milwaukee location. Reported to Manager, Employee Benefits.

Representative, Employee Benefits

1979-1988

Promoted from position of Attendance Control clerk. Responsibilities included processing and monitoring of short-term, non-occupational disability claims, resolution of non-occupational medical/dental claim inquiries and processing of life/ADD/survivor income claims for 8,000+ active employees and retirees of the Milwaukee location. Earned Bachelor's degree in Business Administration while employed full-time in this position.

EDUCATION:

Bachelor of Science - Business Administration, Carroll College, Waukesha, Wisconsin - 1985



Council-Regular Meeting

A1

Meeting Date: 06/04/2024

To: Mayor and Council

From: Lisa Shafer, Community Development Director

Date: June 4, 2024

Strategic Plan Focus Area:
Vibrant Community

Strategic Plan Focus Area Additional Info:

Goal: Support Initiatives that enhance the quality of Marana neighborhoods.

Strategy: Accept the U.S. Department of Housing and Urban Development's invitation to become a metropolitan city and operate our own Community Block Grant Program.

Subject: PUBLIC HEARING: Resolution No. 2024-058: Relating to Community and Neighborhood Services; approving and adopting the Town of Marana Plan Year 2024 Annual Action Plan for the Town of Marana Community Development Block Grant Program and authorizing the Town Manager to transmit the Annual Action Plan document to the United States Department of Housing and Urban Development (Lisa Shafer)

Discussion:

On May 2, 2023, the Town Council adopted Resolution No. 2023-039 approving the Town's first Five-Year Consolidated Plan for 2023-2027, the Plan Year (PY) 2023 Annual Action Plan (AAP) and the Town of Marana Assessment to Fair Housing Report. These planning documents were transferred to the United States Department of Housing and Urban Development (HUD). These planning documents describe needs, resources, goals, strategies, and objectives to assist Marana's low- and moderate-income (LMI) people, households, and neighborhoods as defined by HUD. The majority of the plan was a HUD-required analysis of the existing conditions impacting LMI residents in the town. This analysis informs the development of the priority categories and activities proposed for CDBG funding. The Town's first of five years of our CDBG program began on July 1, 2023. As we prepare to conclude our first full year of the program, we must first complete our second year AAP for PY 2024 and

submit to HUD's Integrated Disbursement and Information System (IDIS) database by July 1, 2024. The Town's allocation for the upcoming planning year will be \$210,183, an increase of \$1,492 from last year's allocation. The PY 2024 AAP will also include any unused CDBG funds from PY 2023 AAP.

To begin the PY 2024 AAP, staff followed the Council-approved CDBG Citizen Participation Plan which outlined how public feedback would be collected during the development of the AAP. Staff held two community meetings prior to the creation of the AAP to gather information from the public on how they thought our funds should be allocated. The draft PY 2024 AAP was posted on the Town's website for a 30-day public comment period on April 2, 2024. During the 30-day comment period, staff held two noticed public hearings to answer questions and take public comment. The 30-day comment period ended on May 3, 2024 and no comments were received from the public on the draft documents. The two prior public hearings were properly noticed on March 19, 2024, and the current public hearing was properly noticed on May 20, 2024.

All funds must be used to assist Marana's LMI residents, and meet one or more of the following HUD objectives:

- Benefit LMI persons,
- Aid in the prevention or elimination of slums and/or blight, or
- Meet a need having a particular urgency (referred to as urgent need).

The AAP for PY 2024 determines how the Town spends the year two HUD allocation of \$210,183. We have chosen to continue offering the programs we currently provide, which are Home Rehabilitation and Utility Assistance (Public Services). A breakdown of the \$210,183 year-two funding is as follows:

- Home Rehabilitation: \$136,620
- Public Services: \$31,527
- Program Administration: \$42,036

Financial Impact:

Fiscal Year: 2024/2025

Budgeted Y

Y/N:

Amount: \$210,183

Once adopted, Annual Action Plan will govern how CDBG grant revenue can be expended. CDBG funds do not require a match from the Town.

Staff Recommendation:

Staff recommends approval of the PY 2024 Annual Action Plan.

Suggested Motion:

I move to adopt Resolution 2024-058; approving and adopting the Town of Marana Plan Year 2024 Annual Action Plan for the Town of Marana Community Development Block Grant Program and authorizing the Town Manager to transmit the Annual Action Plan document to the United States Department of Housing and Urban Development.

Attachments

Resolution No. 2024-058
Exhibit A to Resolution

MARANA RESOLUTION NO. 2024-058

RELATING TO COMMUNITY AND NEIGHBORHOOD SERVICES; APPROVING AND ADOPTING THE TOWN OF MARANA PLAN YEAR 2024 ANNUAL ACTION PLAN FOR THE TOWN OF MARANA COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND AUTHORIZING THE TOWN MANAGER TO TRANSMIT THE ANNUAL ACTION PLAN DOCUMENT TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS the Town of Marana recognizes the need to provide safe, affordable housing and neighborhood infrastructure for its citizens and has applied for Community Development Block Grant (CDBG) funding for these purposes; and

WHEREAS, on May 2, 2023, Town Council adopted Resolution No. 2023-039, approving the Town of Marana Five-Year Consolidated Plan for 2023-2027, including the 2023 Annual Action Plan (AAP), and the Town of Marana Assessment to Fair Housing Report for the Town of Marana CDBG Program and authorized transfer of the documents to the United States Department of Housing and Urban Development (HUD); and

WHEREAS the Town must now submit its Plan Year 2024 AAP to HUD; and

WHEREAS the Town Council finds that adoption of the 2024 AAP as set forth in this resolution is in the best interests of the Town and its residents.

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

SECTION 1. The Plan Year 2024 AAP for the Town's CDBG program, in substantially the form as attached to and incorporated by this reference in this resolution as Exhibit A, is hereby approved, and the Town Manager is hereby authorized to transmit the Plan Year 2024 AAP to HUD for and on behalf of the Town of Marana.

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, including providing any additional information required by HUD.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, ARIZONA, this 4th day of June, 2024.

Mayor Ed Honea

ATTEST:

APPROVED AS TO FORM:

David L. Udall, Town Clerk

Jane Fairall, Town Attorney



TOWN OF MARANA

ANNUAL ACTION PLAN 2024

Questions related to this report can be sent to:
Community & Neighborhood Services
Town of Marana
11555 W. Civic Center Dr.
Marana, AZ 85653
(520) 382-1926
Email: cbyler@maranaaz.gov

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The Town of Marana 2024-2025 Action Plan details the available resources and activities that will utilize Community Development Block Grant (CDBG) funds received from the U.S. Department of Housing and Urban Development (HUD).

Marana's Annual Action Plan will outline the objectives, goals, and projected outcomes to be carried out utilizing CDBG funds during the second year of the Five-Year Consolidated Plan. Priorities presented in the second year Annual Action Plan were developed during the public process of creating the Five-Year Consolidated Plan and represent any input from the residents during the development of this year's plan.

Marana's estimated allocation is \$210,183 in CDBG funds. All funds must be used to assist Marana's low to moderate income residents, and meet one or more of the following HUD objectives:

- Benefit low and moderate income (LMI) persons,
- Aid in the prevention or elimination of slums and/or blight; or
- Meet a need having a particular urgency (referred to as urgent need)

2. Summarize the objectives and outcomes identified in the Plan

The Town of Marana will allocate funding to meet the goals and objectives outlined in the Consolidated Plan. In Program Year 2024, projects will invest entitlement funds to continue supporting the following:

1. Housing Rehabilitation
2. Homeless Prevention
3. Public Services
4. Planning & Administration

3. Evaluation of past performance

Marana is a new entitlement community, currently in its first year of entitlement. The Town previously received CDBG funds through Pima County. Much of the first year's focus was getting the program set up and established.

4. Summary of Citizen Participation Process and consultation process

Citizen participation plays an integral role throughout the planning and development of the Annual Action Plan. Participation of its Citizens in the process is desired to ensure the Town is utilizing the resources towards projects that its residents have identified as a high priority. Additionally, effective citizen participation helps to better inform the public, identify hidden community needs, bring forward citizen ideas, and generate involvement and commitment to proposed solutions.

The Town of Marana held two Community Meetings prior to the development of the draft Annual Action Plan. One was held virtually at 11:30am on February 29, 2024 and the second was held in person at 5:30pm on the same day. The intent was to present the public with an overview of the programs funded during PY 2023 and to allow the public an opportunity to provide their insights on community needs and potential projects.

There was a 30-day comment period from April 2, 2024 to May 3, 2024. During that time, the Town conducted two in-person public hearings; one on April 16, 2024 at 5:30pm and the other on April 24, 2024 at 11:30am. The public comment period and public hearings were announced through an advertisement in The Daily Territorial, posted on the Town's website and social media, and posted in public locations such as Town Hall. The public hearing notice included the meeting location, date, time, key staff contacts, topics to be considered, and the beginning and ending dates of the public comment period. The notice also included information for citizens requesting reasonable accommodations for a disability. In addition to commenting at the public hearing, citizens were invited to submit written comments to the Community and Neighborhood Services Department by mail, phone, or email.

Final approval by the Town of Marana Council will be held on June 4th at 6:00 pm.

5. Summary of public comments

There were no public comments received during the public comment period.

6. Summary of comments or views not accepted and the reasons for not accepting them

N/A

7. Summary

The Town of Marana is committed to allocating funds that serve the needs of low-income residents. Marana will continue to utilize its CDBG appropriations over the next year to address the goals and objectives set forth in the plan. These goals and objectives include, but are not limited to, affordable housing by way of housing rehabilitation and homeless prevention. A majority of CDBG funds will continue to be targeted in the low-income area and neighborhoods of the Town of Marana.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Town of Marana	Community and Neighborhood Services

Table 1 – Responsible Agencies

Narrative (optional)

The Town of Marana Community and Neighborhood Services Department serves as the lead agency for the CDBG grant.

Consolidated Plan Public Contact Information

Christine Byler, Community Outreach Coordinator
Community and Neighborhood Services Department
11555 W Civic Center Dr., Marana, AZ 85653
(520) 382-1926
<https://www.maranaaz.gov/community-developmentcdbg-grant>

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

During the development of the 2023-2027 Consolidated Plan, The Town of Marana consulted with representatives from multiple community service providers, town departments, advocacy groups, and organizations involved in the development of affordable housing, the creation of job opportunities for low- and moderate-income residents, and/or the provision of services to children, elderly persons, persons with disabilities, persons with mental health and/or substance use disorder, and homeless persons. To facilitate this consultation, the Town solicited feedback through the following methods:

- Townwide community survey
- Ten (10) Focus Group discussion opportunities with service providers and community residents;
- 30 stakeholder interviews;
- Four (4) Public Hearings; and
- Receipt of written comments.

To gather the most in-depth information, the Town consulted with a variety of community service providers, advocacy groups and organizations concerning the housing, community, and economic development needs of the community. Each of the groups or organizations consulted is listed below. The input received from these consultation partners helped establish and inform the objectives and goals described in the Strategic Plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies (91.215(l))

During the development of the 2023-2027 Consolidated Plan, the Town consulted with several organizations that provide housing, health services and other community-focused programs. Outreach included invitations to community focus group discussions, one-on-one stakeholder interviews, community survey, and public hearings.

The Town recognizes the importance of continued coordination and alignment during the upcoming five-year Consolidated Plan period with organizations and providers. The Town will continue to look towards these organizations to assist in the implementation of projects using CDBG funds. The *Make Marana 2040 General Plan* describes several of the goals and underlying policies related to public and private coordination of health care and other services, including a specific aim that area medical facilities provide convenient access to health care for residents of all ages and needs through partnerships with Sun Shuttle paratransit services and Marana Health Center, which provides health care and behavioral health services throughout the community.

The Town also collaborates formally with other jurisdictions in Pima County, and with the County itself, on broader coordinated efforts aimed at addressing issues related to poverty, housing, and public health. Town of Marana CNS is represented on the Pima County Affordable Housing Commission, which makes recommendations to Pima County's Board of Supervisors to increase the supply of housing across Pima County that is affordable, sustainable, safe, and promotes individual and community prosperity. CNS also participates in the Prosperity Working Group, convened by Pima County and the City of Tucson in 2022 to research and develop a set of evidence-based policy options to guide long-term efforts to strategically address generational poverty, improve opportunity, and create community wealth, while also tactically addressing the immediate needs of those experiencing poverty.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Pima County's homeless system of care is comprised of a network of public, private, faith-based, for-profit, and nonprofit service providers that utilize several federal, state, and local resources to provide services for persons experiencing homelessness. At an institutional level, Pima County, and underlying municipalities like Marana work with the Tucson Pima Collaboration to End Homelessness (TPCH), the region's Continuum of Care (CoC) in the administration and delivery of CoC services. Town of Marana is an active member of TPCH and participated in the 2023 Point in Time Count.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

N/A. Town of Marana does not receive ESG funds.

2. Describe Agencies, groups, organizations, and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

1	Agency/Group/Organization	Town of Marana - Mayor and Council
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Town's Mayor and Council Members provided insights and guidance with regards to overarching Town priorities specific to both housing and non-housing needs. The Mayor and two (2) Council Members participated in stakeholder interviews.
2	Agency/Group/Organization	Town of Marana Community and Neighborhood Services
	Agency/Group/Organization Type	Housing Services-Elderly Persons Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Director and staff of the Town's Community and Neighborhood Services Department provided a variety of resources on housing and non-housing services and resources throughout the community, including regional plans. The Director and staff also help to coordinate focus groups and interviews and publicized the community survey.

3	Agency/Group/Organization	Town of Marana Development Services
	Agency/Group/Organization Type	Housing Other government - Local Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Director of the Town's Development Services Department was consulted with regards to the Town's present and future residential and commercial development initiatives. The Development Services Director participated in one stakeholder interview and one focus group.
4	Agency/Group/Organization	Town of Marana Economic Development
	Agency/Group/Organization Type	Services-Employment Other government - Local
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Director of the Town's Economic Development Department was consulted on regional economic development planning and associated housing and service needs. The Director participated in a stakeholder interview.
5	Agency/Group/Organization	Town of Marana Town Manager
	Agency/Group/Organization Type	Other government - Local

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Town Manager and Deputy Town Manager were consulted regarding implementation of Town priorities specific to both housing and non-housing needs. Both the Town Manager and Deputy Town Manager participated in stakeholder interviews and one focus group.
6	Agency/Group/Organization	Town of Marana - Legal
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Town Attorney and Deputy Town Attorney were consulted regarding legal and regulatory aspects of residential and commercial development, as well as non-housing service needs and public safety. The Town Attorney and Deputy Town Attorney each participated in stakeholder interviews and one focus group.
7	Agency/Group/Organization	Town of Marana - Planning
	Agency/Group/Organization Type	Housing Other government - Local Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Director of the Town Planning Department was consulted with regards to the present and future residential and commercial development initiatives. The Planning Director participated in one stakeholder interview.
8	Agency/Group/Organization	Marana Unified School District Family Resource Center
	Agency/Group/Organization Type	Services-Children Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Director of Students and Family Support Services, three present Family Resource Center staff and social workers, and one retired staff, were consulted regarding family and child/ adolescent needs among the public school population in the Town, including those eligible for McKinney-Vento services and those in foster care. Family Resource Center staff participated in five interviews and helped to coordinate one focus group among families served.
9	Agency/Group/Organization	Town of Marana Senior Center
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Needs - Veterans Non-Homeless Special Needs Anti-poverty Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Recreation Supervisor at the Town Senior Center was consulted regarding housing and non-housing needs specific to older adults, including veteran and housing unstable subpopulations. The Recreation Supervisor participated in an interview and helped to coordinate a focus group, as well as distribution of the community survey.
10	Agency/Group/Organization	Town of Marana Parks and Recreation
	Agency/Group/Organization Type	Services-Children Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Recreation Superintendent and Deputy Director of the Town Parks and Recreation Department provided insights into needs related to regional parks and recreational facilities, including those related to homelessness and use of public facilities. The Recreation Superintendent and Deputy Director each participated in an interview.
11	Agency/Group/Organization	Town of Marana Code Enforcement
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Chief Code Enforcement/Animal Control Officer provided insights into challenges and needs related to Town code and neighborhood-specific needs. The Chief Code Enforcement/ Animal Control Officer participated in an interview.

12	Agency/Group/Organization	Marana Health Center
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Health Agency Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Outreach Department Manager was consulted on health and behavioral health needs in the community, as well as challenges related to serving special needs populations in the region. The Outreach Department Manager participated in a stakeholder interview.
13	Agency/Group/Organization	Community Christian Church of Marana
	Agency/Group/Organization Type	Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Pastor of the Community Christian Church of Marana was consulted regarding housing and non-housing needs in the community. The Pastor participated in a stakeholder interview.
14	Agency/Group/Organization	Disabled American Veterans
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Needs - Veterans
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	A Commander at the regional Disable American Veterans organization in the Town was consulted regarding housing and non-housing issues specific to veterans and their families in Marana. The Commander participated in a stakeholder interview.
15	Agency/Group/Organization	Pima County Community Development Block Grant Program
	Agency/Group/Organization Type	Housing Other government - County Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Division Manager of the CDBG Program at Pima County, and the CDBG Program Coordinator, were consulted regarding county-level CDBG planning and Marana's historical role in City-County planning related to CDBG. The Division Manager and Program Coordinator each participated in a stakeholder interview.
16	Agency/Group/Organization	Town of Marana - Finance
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Deputy Director of the Town of Marana Finance Department was consulted regarding housing and non-housing needs in the Town. The Deputy Director participated in a stakeholder interview.

17	Agency/Group/Organization	La Paloma Academy
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Administrative Assistant at La Paloma Academy was consulted regarding child and family needs related to educational services and other service need areas. The Administrative Assistant participated in a stakeholder interview.
18	Agency/Group/Organization	Interfaith Community Services
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Employment Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Program Outreach Coordinator at ICS, and several organizational staff, were consulted regarding service needs in the Marana area, including those related to job training and employment readiness, as well as emergency food. The Program Outreach Coordinator participated in an interview and coordinated a focus group with ICS staff.
19	Agency/Group/Organization	Pascua Yaqui Tribe
	Agency/Group/Organization Type	Tribal government

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-Poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	A Program Manager at the Pascua Yaqui Tribe was consulted regarding the presence of tribe members in the Marana community, including tribe-owned housing in one of the Town's colonia neighborhoods. The Program Manager participated in a stakeholder interview.
20	Agency/Group/Organization	Adonis HOA
	Agency/Group/Organization Type	Homeowner Association Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Several members of Adonis community HOA were consulted regarding housing needs in Adonis, one of Marana's designated colonia neighborhoods currently served by the Town's CDBG-funded home repair program. One Adonis HOA member participated in a stakeholder interview, and several HOA members participated in a focus group at one of the group's meetings.
21	Agency/Group/Organization	Town of Marana - Town Clerk
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Town Clerk was consulting regarding housing and non-housing needs in Marana. The Town Clerk participated in a stakeholder interview and a focus group.

22	Agency/Group/Organization	Marana Chamber of Commerce
	Agency/Group/Organization Type	Regional organization Business Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The President/CEO of the Marana Chamber of Commerce was consulted regarding economic development and associated community needs in Marana. The President/CEO participated in a stakeholder interview.
23	Agency/Group/Organization	Pima County - Prosperity Initiative
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Members of Pima County's Prosperity Initiative were consulted regarding countywide efforts, inclusive of Marana, to address broadband access and digital inclusion needs, as well as to account for planning considerations related to climate change.

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

All Agency Types were consulted during the preparation of the 2023-2027 Consolidated Plan

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Tucson Pima Collaboration to End Homelessness (TPCH)	As part of the Strategic Plan, the Town of Marana has a goal to "Increase access to homeless prevention programs for Low- to moderate-income residents." The TPCH mission is to prevent and end homelessness in Tucson and throughout Pima County. TPCH is the entity that collects data, such as the Housing Inventory Charts (HIC) and Point in Time (PIT) Counts for the county. While no PIT Count is conducted currently in Marana, town officials will work with TPCH to conduct a PIT Count in its jurisdiction in future years.
Assessment of Fair Housing	Town of Marana	As part of this Consolidated Plan, the Town of Marana developed the Assessment of Fair Housing (AFH). Contributing Factors identified in the AFH for Marana are incorporated into the Consolidated Plan's Strategic Plan.
Make Marana 2040 General Plan	Town of Marana	The goals of the Strategic Plan in this Consolidated Plan are directly responsive to Make Marana 2040 General Plan goals in the areas of Housing, Public Services and Facilities, and Community Preservation, Revitalization, and Redevelopment.
Strategic Plan 5	Town of Marana	The goals of the Strategic Plan in the Consolidated Plan are directly responsive to the Vibrant Community Focus Area and goal to support initiatives that enhance the quality of Marana neighborhoods.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

According to Marana's Citizen Participation Plan, residents and stakeholders are given multiple opportunities to comment on the plan during the plan development. Two community meetings were scheduled for February 29, 2024, to allow the public an opportunity to provide their insights on community needs and potential projects. A 30-day comment period (April 2, 2024-May 3, 2024) was posted on Marana's website and two public meetings were scheduled on April 16, 2024, and April 24, 2024 to provide opportunities for public comment. The public meetings are posted on social media and Marana's website, noticed through public hearing notices at municipal buildings as well as being advertised in a newspaper with local circulation. Notices provide information about alternative formats and accommodations for disabilities and language barriers. No comments were received during the public comment period.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Town Website Posting	Non-targeted/ broad community Persons with disabilities Minorities Non-English Speaking	N/A	None	N/A	
2	Social Media Posting	Non-targeted/ broad community	N/A	None	N/A	
3	Newspaper Ad	Non-targeted/ broad community Persons with disabilities Minorities Non-English Speaking	N/A	None	N/A	https://thedailyterritorial.column.us/search?activeNotice=9QQXjxKBTybn0DTrnPHZ-0

4	Public Notice	Non-targeted/ broad community Persons with disabilities Minorities Non-English Speaking	N/A	None	N/A	https://www.maranaaz.gov/public-hearing-notice-1
5	Community Meetings	Non-targeted/ broad community	None	None	N/A	https://www.maranaaz.gov/cdbg-annual-action-plan
6	Public Hearings	Non-targeted/ broad community			N/A	https://www.maranaaz.gov/cdbg-annual-action-plan

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

During Program Year 2024, the Town anticipates the availability of the following resources by funding type, inclusive of HUD fund program income, prior year(s) and local resources: CDBG -\$210,183

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	210,183	0.00	166,000	376,183	624,581	The annual allocation of CDBG funds is subject to Federal appropriations and changes in demographic data used in HUD's formulas for each respective program. An estimated \$166,000 from PY 23 will be rolled over.

Table 54 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Depending on the financing structure of a given project, it may be advantageous for the Town to use CDBG funds to leverage appropriate state, local, and private resources, including but not limited to those listed below.

State Resources from the Arizona Department of Housing and Economic Security include:

- Low-income Housing Tax Credit financing for developers of affordable rental housing serving households with income below 60% of the area median income.
- HOME funds for housing development.
- Homelessness prevention funding targeted to preventing eviction and maintaining housing stability.

Local and Private Resources include:

- Outside Agency Program. Funded by the Pima County General Fund, the Outside Agency Program allocates funds to nonprofit agencies that provide overarching services, emergency food and clothing, senior support, services for vulnerable and at-risk children, youth and families, temporary shelter, support services, and homelessness prevention programs.
- Pima County GAP Funding. Pima County allocated \$5 million for the purpose of improving housing affordability across the county in FY2023 and an additional \$5 million in FY2024. The County is proposing to continue to allocate additional gap funding for FY2025. In FY2024, Dominion Management Services, LLC received one million dollars in GAP Funding for affordable apartments in Marana.
- Community Services, Employment and Training (CSET) programs. CSET administers workforce investment and other programs to improve the economic and social sustainability of the County. CSET programs develop skilled workers for quality jobs, assist employers to address workforce and recruitment needs, mitigate the impact of layoffs, assist households in financial crisis, and help persons with barriers, such as homelessness and lack of literacy, to transition in the County's economic talent pool.
- MHC Healthcare. MHC Healthcare has 16 health centers and serves over 50,000 patients annually with primary care, dental care, some specialty care, WIC program, and behavioral health. MHC Healthcare has a Sliding Fee Scale (SFS) program for eligible households and takes Medicaid, as well.
- Federal Home Loan Bank resources that support savings for homeownership and provide financing for affordable housing development and preservation.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

Discussion

The Town of Marana is expected to receive \$210,183 of CDBG funding annually from HUD for the next five years.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Facilities and Infrastructure	2023	2027	Non-Housing Community Development	Townwide	Public Facilities and Infrastructure	CDBG: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 0 Households Assisted
2	Public Services	2023	2027	Non-Housing Community Development	Townwide	Public Services	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit: 300 Persons Assisted
3	Affordable Housing	2023	2027	Affordable Housing Non-Housing Community Development	Townwide	Affordable Housing	CDBG: \$271,620	Homeowner Housing Rehabilitated: 15 Household Housing Unit
4	Homeless Prevention	2023	2027	Affordable Housing Homeless	Townwide	Homeless Prevention	CDBG: \$52,527	Homeless Prevention: 75 Persons Assisted
5	Program Administration	2023	2027	Program Administration	Townwide	Program Administration	CDBG: \$42,036	Other: 1 Other

Table 55 – Goals Summary

Goal Descriptions

1	Goal Name	Public Facilities and Infrastructure
	Goal Description	Goal: Enhance the quality and use of the public facilities and infrastructure in Marana. Improve Town public facilities using CDBG funding, including community centers, senior or multi-generational centers, fire stations and other public buildings. Improve Town infrastructure, including sidewalks and street improvements, lighting and flood drainage and water/sewer improvements.
2	Goal Name	Public Services
	Goal Description	Goal: Improve access to public services for low- to moderate-income residents. Programs funded under this goal are services for low- to moderate-income persons and at-risk populations, including but not limited to youth and senior services.
3	Goal Name	Affordable Housing
	Goal Description	Goal: Low- to moderate-income residents will have access to safe, decent, and affordable housing. CDBG funding for rehabilitation of housing occupied by LMI owners, including energy-efficient, necessary maintenance and accessibility improvements.
4	Goal Name	Homeless Prevention
	Goal Description	Goal: Increase access to homeless prevention programs for Low- to moderate-income residents Increased access to homeless prevention programs will help reduce the risk of homelessness. Programs funded under this goal may include utility assistance and emergency rental assistance.
5	Goal Name	Program Administration
	Goal Description	Goal: Efficiently administer and manage program funding and reporting.

Projects

AP-35 Projects – 91.220(d)

Introduction

To address priority needs identified in the Strategic Plan, the Town of Marana will invest its CDBG in projects that develop preserve affordable housing units, develop, or improve public facilities and infrastructure and provide services to low-and moderate-income residents. In addition to addressing the priority needs in the Strategic Plan, the projects in the 2024 Action Plan will further HUD's national goals for the CDBG programs to provide decent housing opportunities, maintain a suitable living environment and expand economic opportunities for low- and moderate-income Marana residents.

Projects

#	Project Name
1	2024 Program Administration
2	Home Rehabilitation
3	Subsistence Payments/Utility Assistance
4	Neighborhood Cleanup in LMI Areas

Table 56 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The Town of Marana is receiving limited CDBG funds from HUD as an entitlement community. Marana is using CDBG money to fund its Housing Rehabilitation and Utility Assistance programs in order to meet the growing need in the community.

AP-38 Project Summary

Project Summary Information

1	Project Name	2024 Program Administration
	Target Area	Townwide
	Goals Supported	Program Administration
	Needs Addressed	Program Administration
	Funding	CDBG: \$42,036
	Description	Funds will be used for administrative costs to support the administration of HUD Community Planning and Development Programs.
	Target Date	6/30/25
	Estimate the number and type of families that will benefit from the proposed activities	Low to moderate income individuals will benefit from CDBG programs townwide.
	Location Description	Townwide
2	Planned Activities	General Program Administration (21A).
	Project Name	Home Rehabilitation
	Target Area	Townwide
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$271,620
	Description	Funds will be used to provide home repairs to eligible residents who qualify for the program. Home repairs may include, but are not limited to, roof repairs or replacements, water heater replacements, heating or air conditioner repairs or replacements, and structural repairs.
	Target Date	6/30/25

	Planned Activities	Funding will be used for rehabilitation: single-unit residential (14A) and rehabilitation: energy efficiency improvements (14F). These planned activities will meet at least two of three national objectives: 1) benefit to low- and moderate-income persons, and 2) aid in the prevention or elimination of slums and blight.
3	Project Name	Subsistence Payments / Utility Assistance
	Target Area	Townwide
	Goals Supported	Affordable Housing Homeless Prevention
	Needs Addressed	Affordable Housing Homeless Prevention
	Funding	CDBG: \$52,527
	Description	Funds will be used to provide utility assistance to prevent shutoff to eligible households.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	60 LMI households receiving direct financial assistance will benefit from this activity.
	Location Description	Townwide
	Planned Activities	Funds will be used for Subsistence Payments (05Q) to create a utility assistance program to help LMI households who are at risk of utility cut-off. The fund activities meet the national objective of benefit to low- to moderate-income persons.
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 9 affordable housing units will be renovated and/or updated.
	Location Description	Townwide

4	Project Name	Neighborhood Cleanup in LMI Areas
	Target Area	Townwide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	Funds will support dumpsters in the LMI service areas to help remove blight and maintain health and safety of homes and the neighborhood. An estimated 300 people will be assisted in the neighborhoods.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Funds will support dumpsters in the LMI service areas in Marana and provide addressing on homes so that first responders can locate homes quicker in case of emergency.
	Location Description	LMI service areas within Marana jurisdiction
	Planned Activities	The funds will be used to conduct Neighborhood Cleanups (05V). The funded activities support the LMA national objective as it will benefit all residents of the LMI service area to help remove blight and maintain health and safety of homes and the neighborhoods.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

At present, the Town of Marana is not implementing any official HUD designated and non-HUD designated geographic based priority areas such as investment and reinvestment areas, Empower Zones, or Brownfields. Allocations and program activities are funded townwide in accordance with eligibility and program priorities set through sub-recipient department policies.

Geographic Distribution

Target Area	Percentage of Funds
Townwide	100

Table 57 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The Town's primary method of allocating CDBG dollars is to assist low- to moderate-income and special needs populations. To the extent that specific geographic areas have greater needs than other areas in the town and/or if service and housing organizations are in certain areas, they will receive a larger proportionate share of the funding.

Discussion

All priority needs, goals, and projects are designed to serve the geographic distribution area.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The Town of Marana has identified that there is a shortage of affordable housing options within the town. The 2023-2027 Consolidated Plan, along with other housing-related studies and initiatives, promotes the need for affordable housing for a variety of households. During PY 2024, the Town will address the shortage by preserving the current affordable housing units that are currently affordable for low- to moderate income households through the home repair programs and assist households with subsistence payments to prevent utility shutoff for eligible households. Households assisted through these programs include homeless, non-homeless, and at-risk populations.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	390
Special-Needs	0
Total	390

Table 58 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	15
Acquisition of Existing Units	0
Total	15

Table 59 - One Year Goals for Affordable Housing by Support Type

Discussion

The Town of Marana is committed to improving the availability of affordable housing options for all residents, especially low to moderate households, in Marana.

AP-60 Public Housing – 91.220(h)

Introduction

Marana does not have any public housing located within its town limits. However, The City of Tucson administers the Pima County Section 8 program, which does include Marana. The City of Tucson Housing Authority's public housing and other affordable rental housing units are administered by property management offices regionalized throughout the city. The property management team at each office is responsible for residential property management activities associated with its assigned projects including property maintenance and modernization work.

Actions planned during the next year to address the needs to public housing

In 2021, the PHA completed a Physical Needs Assessment and received HUD Technical Assistance to develop an Asset Repositioning Plan. The Asset Repositioning Plan will include strategies on modernization, disposition, and purchasing of units in Tucson.

There is currently no public housing in Marana nor any current plans to build public housing in Marana. However, the Town of Marana will work with the City of Tucson HCD if the PHA is interested in building public housing in Marana in the future as the town continues to grow.

If low-income residents in need of affordable housing are identified in Marana, the Town of Marana will provide information about the Pima County Section 8 Program and how to apply to be on the wait list.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The PHA continues to expand the efforts of establishing resident councils across all the AMP offices. Resident councils work in collaboration with PHA staff to support public housing operations and resident quality of life. Public housing residents are also represented on the City of Tucson Commission on Equitable Housing and Development which provides guidance and direction to the City of Tucson HCD and elected officials. The PHA encourages public housing residents to participate in homeownership through the Family Self Sufficiency (FSS) Program. The FSS program provides financial literacy, budgeting, skill development, and supportive services to promote homeownership readiness. Participants establish an escrow savings account during participation which can be used for down payment and/or closing costs; and is often supplemented by down payment assistance programs administered by HCD and other homeownership programs.

There are around 12 households in Marana that utilize the Housing Choice Voucher (HCV) program and may participate in the FSS programs. However, participation in the programs are not required.

If the PHA is designated as troubled, describe the manner in which financial assistance will be

provided or other assistance

The City of Tucson and Pima County PHAs are not designated as troubled. Not applicable.

Discussion

N/A

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The key solution to ending homelessness is the stewarding of persons experiencing homelessness through the transition to permanent housing closely aligned with supportive services that ensure housing stability. Marana does not have any direct services for people experiencing homelessness in Marana. Services are primarily located in nearby Tucson.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Tucson Pima Collaboration to End Homelessness (TPCH) is a coalition of community and faith-based organizations, government entities, businesses, and individuals committed to the mission of ending homelessness and addressing the issues related to homelessness in Pima County. The CoC currently coordinates outreach activities through partnerships between the City of Tucson, Pima County, behavioral health entities, and local non-profit outreach programs. These efforts have proven effective in reaching out to unsheltered homeless people. Outreach workers are trained to conduct VI-SPDAT screening in the field and use progressive engagement strategies with unsheltered individuals toward the aim of engaging them in shelter, supportive housing, and/or other available housing subsidies.

The TPCH is the organization in Pima County that conducts the annual Point in Time (PIT) Count. The Town of Marana will collaborate with the TPCH and other local community partners to conduct a PIT Count within Marana to better understand the extent of homelessness within the town's jurisdiction. Once the extent of homelessness is better understood, the Town can work on developing strategies to assess and address an individual's needs.

Addressing the emergency shelter and transitional housing needs of homeless persons

Marana does not currently offer emergency shelter and/or transitional housing within its town limits. The nearest shelters are located in Tucson. Pima County uses its ESG funds to support emergency and transition housing for people experiencing homelessness within the county. However, Marana Police Department officials provide information of regional resources to individuals they encounter who may be experiencing homelessness. Until the extent of homelessness is understood within Marana, Marana cannot address the emergency shelter and transition housing needs of homeless persons within its

jurisdiction.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The CoC is the lead organization in Pima County that addresses the needs of homeless persons and helps them make the transition to permanent housing.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

An individual or family is considered to be at-risk of becoming homeless if it experiences extreme difficulty maintaining housing and has no reasonable alternatives for obtaining subsequent housing. Homelessness often results from a complex set of circumstances that require people to choose between food, shelter, and other basic needs. Examples of common circumstances that can cause homelessness include eviction, loss of income, insufficient income, disability, increase in the cost of housing, discharge from an institution, irreparable damage, or deterioration to housing, and fleeing from family violence.

Individuals and families are able to access homelessness prevention resources across a continuum based on the immediacy of their risk, current housing situation, and family resources in Pima County. The type of services varies by funding source ranging from rent/utility assistance only to a broad range of prevention assistance (transportation, vehicle repair, daycare, etc.) designed to help people remain stably housed. People being discharged from a publicly funded institution of care also have access to these resources along with specialized coordination of services through nonprofit agencies that address the risk of homelessness among the re-entry population. Additionally, families are able to receive assistance from their child(ren)'s school through McKinney-Vento funds providing transportation, school supplies, free breakfast and lunch, case management/advocacy, and other services.

Pima County's Housing First pilot program is a collaborative effort of the Pima County and City of Tucson Criminal Justice systems, the City of Tucson Housing and Community Development Department and Old Pueblo Community Services. The program is designed to coordinate housing and services for people that cycle between shelters, hospitals, jails, treatment programs, and the streets and may be overlooked by traditional approaches. The program accepts referrals from the collaborating organizations and provides employment services, parenting/coaching life skills, health and behavioral health services, substance use

treatment and case management services. The program addresses the underlying systemic problems that result from criminalization of homelessness, arrests and rearrests for minor infractions, and other barriers that limit access to housing and increase the likelihood of recidivism.

The Town of Marana has allocated some of its CDBG dollars to continue its utility assistance program to help LMI households who are at risk of utility shutoff pay their utility bills. This program is the first step in helping prevent homelessness in the community. As the program grows and more money to fund the initiative grows, the Town hopes to expand to rental and/or mortgage payment assistance as well.

Discussion

As a newly established entitlement community, Marana will work to improve its resources and services for people experiencing homelessness within its town limits. The town currently has limited services to help people currently experiencing homelessness, but there are many services and resources located in Tucson and Pima County that Marana residents can access.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

As part of the Consolidated Plan process, an Assessment of Fair Housing was conducted for Marana. The Assessment for Fair Housing (AFH) is a review of barriers that prevent people from choosing their preferred housing, including an assessment of the availability of affordable, accessible housing. MA-40 of the Consolidated Plan also addresses barriers to affordable housing. The primary barriers to affordable housing identified in the AFH and MA-40 are summarized below.

Housing Costs and Cost Burden. With a median household income of \$94,983, Marana is a relatively affluent community compared to other towns in Southern Arizona. Despite a higher median household income, 2,564 households (23.3%) in Marana are considered cost burdened by spending more than 30% of their income on housing costs. Households that are considered cost burdened are more likely to experience housing instability.

Development Costs. The cost of developing affordable housing, inclusive of land, material, and labor costs, has outpaced inflation in recent years. Development fees, often referred to as impact fees, also contribute to the increased cost of development and are gaining more attention as a barrier to construction. However, the Town does have a program, “Marana Affordable Housing Support Program,” for Impact Fee assistance for those earning at or below 80% AMI.

Zoning. The Town has flexible zoning policies that allow for a variety of development options. However, developers tend to develop subdivisions that are similar to what has been successful in prior years. In the past few years, the Town has seen some new development of apartments and rental homes.

Education and Outreach. Educational opportunities regarding fair housing and affordable housing are not widely available in Marana. While the community survey revealed that many residents were familiar with Fair Housing laws, there is likely a large population of residents who don't understand their rights. Thus, fair housing and affordable housing education has been identified as an effective strategy for furthering fair housing and mitigating "Not in my backyard (NIMBYism)." As a new entitlement community, the Town of Marana will develop Fair Housing educational tools available on the town website and within the Community & neighborhood Services Department.

Housing Options for At-Risk Populations. Housing that is accessible for special populations, such as seniors or persons with seen or unseen disabilities, is limited in Marana. Universal design principles in new development and retrofit programs for existing housing would allow for more accessible housing options allowing people to age in place and remain safely in their homes.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The Town of Marana has identified four Fair Housing Goals to address over the next five years.

1. Increase the number of affordable housing units and preserve existing units
2. Increase community education about affordable housing
3. Increase understanding of housing discrimination and Fair Housing
4. Develop fair housing monitoring and reporting policies in Marana

Discussion:

As part of the 2023-2027 Consolidated Plan, the Town will implement the goals and supported strategies identified in the 2023 Assessment of Fair Housing to continue to affirmatively further fair housing in Marana.

AP-85 Other Actions – 91.220(k)

Introduction:

This section discusses Marana's efforts to address underserved needs, expand and preserve affordable housing, reduce lead-based paint hazards, develop institutional structure for delivering housing and community development activities, and address identified impediments to fair housing choice.

Actions planned to address obstacles to meeting underserved needs

In prior years, the Town of Marana received CDBG funding through Pima County. The Town used the limited funds for Colonia cleanup and home repair program for eligible households. With more funding,

the Town of Marana would like to develop strategies to prevent homelessness in addition to expanding their current home repair and Neighborhood cleanup programs.

Actions planned to foster and maintain affordable housing

The Town of Marana only receives CDBG funding as an entitlement community making affordable housing development a challenge without HOME or other funding. However, the Town of Marana recognizes that affordable housing is one of the biggest needs in the community. The Town can preserve its limited affordable housing stock through its home repair program to help keep LMI households in safe and affordable housing.

Additionally, the Town will continue to review its planning and zoning policies to ensure that affordable housing and housing type diversity is present in the town as it continues to grow. The Town does not currently have any affordable housing development requirements. Town staff will also continue to serve on the Pima County Regional Affordable Housing Commission and the Prosperity Working Group.

Actions planned to reduce lead-based paint hazards

To reduce lead-based paint hazards, the Town of Marana takes the following actions:

- Include lead testing and abatement procedures, if necessary, for residential rehabilitation activities for units built prior to January 1, 1978.
- Educate residents on the health hazards of lead-based paint using brochures as well as encouraging the use of online resources moving forward.
- Encourage screening children for elevated blood-lead levels.
- Disseminate brochures about lead hazards through the Town's residential rehabilitation programs.

HUD requires the dissemination of brochures provided by the U.S. Environmental Protection Agency to all applicants as part of the transmittal of the program application. Units receiving CDBG or HOME assistance that were built prior to January 1, 1978, are addressed in accordance with the Lead-Safe Housing Rule. If testing is required and lead-based paint is present, appropriate abatement procedures are implemented as part of the rehabilitation contract consistent with the requirements of 24 CFR Part 35.

Actions planned to reduce the number of poverty-level families

In an effort to meaningfully address families living in poverty, the goals of the 2023-2027 Consolidated Plan are aligned to support activities that provide access to affordable housing, prevent homelessness, and improve the quality of life for Marana residents.

The Town will, therefore, prioritize funding for activities that will most effectively address those goals over the next five years. This strategy will use CDBG funds to help individuals and families rise out of

poverty through programs that implement accessibility to affordable, safe, and stable housing, in order to reach long-term self-sufficiency.

The Program Year 2024 Action Plan will address the most pressing need among low and moderate-income Marana residents, namely, housing safety and quality and housing instability. All other investments, including those directed toward public service programs, and infrastructure improvements are intended to promote self-sufficiency and mobility that can only be the outgrowth of a safe, affordable, stable, and accessible living environment.

Additionally, the Town provides referrals to other resources and services offered by local community service providers and Pima County.

Actions planned to develop institutional structure

The institutional structure identified in the Consolidated Plan (see SP-40) includes a formal and informal network of various agencies of local government, non-profit organizations, and private entities involved in carrying out a range of housing and supportive services programs.

As a new entitlement community, Marana is identifying and building its network of community service providers and others in Marana and Pima County. Town staff participate in the Pima County Regional Affordable Housing Commission and the Prosperity Working Group and will investigate other opportunities to serve on relevant committees and working groups that serve the greater needs of Marana residents.

Actions planned to enhance coordination between public and private housing and social service agencies

Preventing and ending homelessness is a HUD priority addressed nationally through coordination of regional strategies carried out locally by government agencies and a wide variety of community-based organizations and faith-based groups. Consistent with this approach, the Town of Marana supports the efforts of Tucson Pima Collaboration to End Homelessness, the region's lead agency for the Continuum of Care (CoC), and its member organizations that address homelessness throughout Pima County. To help prevent homelessness more locally in Marana, the Town will allocate a percentage of CDBG to fund subsistence assistance programs. The Town will also welcome opportunities to partner or collaborate with any public or private housing and social service agencies in Marana on programs and projects that enhance the coordination between services.

Discussion:

With limited affordable housing within Marana and a rise in housing costs, the Town continues to dedicate funds to help address the housing and non-housing needs of at-risk and low- to moderate-income households. Currently the Safford Apartments are being built in Marana by a private developer using the Low-Income Housing Tax Credit Program (LIHTC). They were also recipients of

the Pima County CAP Funding for new affordable housing units. The 200 new affordable units are anticipated to open in summer of 2025.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

In the implementation of programs and activities under the PY 2024 Action Plan, the Town of Marana will follow all HUD regulations concerning the use of program income, forms of investment, overall low and moderate-income benefit for the CDBG program.

Marana certifies that it will pursue all resources indicated in this Plan and will not willingly or knowingly hinder the implementation of any planned activities. This document is also located on the Department's website.

Grant-specific CDBG requirements are addressed on the following pages.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
---	---

2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.

100.00%

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Town of Marana

* b. Employer/Taxpayer Identification Number (EIN/TIN):

86-0331775

* c. UEI:

N6BJH4S4W3L1

d. Address:

* Street1:

11555 W Civic Center Drive

Street2:

* City:

Marana

County/Parish:

Pima

* State:

AZ: Arizona

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

85653-7002

e. Organizational Unit:

Department Name:

Community & NBHD Services

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Lisa

Middle Name:

* Last Name:

Shafer

Suffix:

Title: Community & Neighborhood Services Director

Organizational Affiliation:

* Telephone Number: 520-382-1909

Fax Number: 520-382-8021

* Email: lshafer@maranaaz.gov

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant CDBG

* 12. Funding Opportunity Number:

14.218

* Title:

Community Development Block Grant CDBG

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

CDBG Program-Housing Rehab, Public Services & Administration.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	210,183.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	210,183.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:

TR

* Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

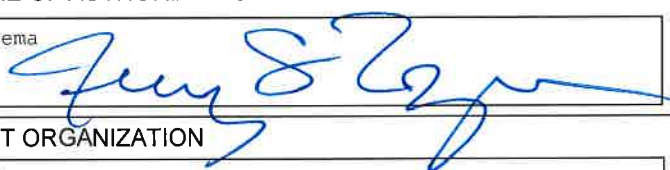
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL Terry Rozema 	TITLE Town Manager
APPLICANT ORGANIZATION Town of Marana	DATE SUBMITTED 05/21/2024

SF-424D (Rev. 7-97) Back

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.


Signature of Authorized Official

5-21-24
Date

Town Manager
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2024 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.


Signature of Authorized Official

5-21-24
Date

Town Manager
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Appendix A: Citizen Participation Outreach



Town of Marana
Notice of Community Meeting on the use of
Community Development Block Grant (CDBG) Funds
PY 2024 Annual Action Plan

The U.S. Department of Housing and Urban Development requires the Town of Marana to prepare and submit an Annual Action Plan that outlines how the Town intends to spend approximately \$210,000 in federal CDBG funds. The process for selecting activities that will be funded as part of the PY 2024 CDBG Annual Action Plan will begin with two Community Meetings to solicit ideas for potential activities or projects. Both sessions will cover the same information.

CDBG funds must be used to: benefit low-and moderate-income (LMI) persons of the Town of Marana; to prevent or alleviate slum and blight; and/or address urgent need of the Town and must be consistent with the Town's Five-Year Consolidated Plan.

Community Meetings

Two Community meetings will be held to receive comments or suggestions on:

Date: February 29, 2024

Virtual-Teams Meeting

11:30 a.m.

Meeting ID: 222 083 384 390 Passcode: giqMTD

In Person

Time: 5:30 p.m.

Place: Marana Police Department Community Room
11555 W Civic Center Drive
Marana, AZ 85653

Please call or email questions to:

Christine Byler, Community Outreach Coordinator

<https://www.maranaaz.gov/community-developmentcdbg-grant>

Town of Marana

11555 W Civic Center Dr.

Marana, AZ 85653

(520) 382-1926

cbyler@maranaaz.gov

Community Meeting:
Facebook

 **Town of Marana - Government** 

5d · 

COMMUNITY MEETING: Join us for two community meetings ONE WEEK from today to discuss potential plans for federal funding for Town projects.
A virtual meeting will be held at 11:30 a.m. and in-person meeting will be held at 5:30 p.m. at the Marana Police Community Room located at 11555 W Civic Center Drive.
Learn more here: <https://www.maranaaz.gov/.../py-2024-cdbg-annual-action...>



 Like

 Comment

 Share

Community Meeting:
Nextdoor



Town of Marana

Communications Specialist Amanda Gomez • Edited 2 days ago

...

COMMUNITY MEETING: Join us for two community meetings ONE WEEK from today to provide input on the Annual Action Plan for federal funding of the Town's Community Development Block Grant (CDBG) programs.

A virtual meeting will be held at 11:30 a.m. and in-person meeting will be held at 5:30 p.m. at the Marana Police Community Room located at 11555 W Civic Center Drive.

Learn more here: <https://www.maranaaz.gov/town-calendar/2024/2/29/py-2024-cdbg-annual-action-plan-community-meeting-1>



Posted to Subscribers of Town of Marana

3,199 Impressions

Like

3 Comments

Share

TOWN FOCUS



Meeting Date: February 29, 2024

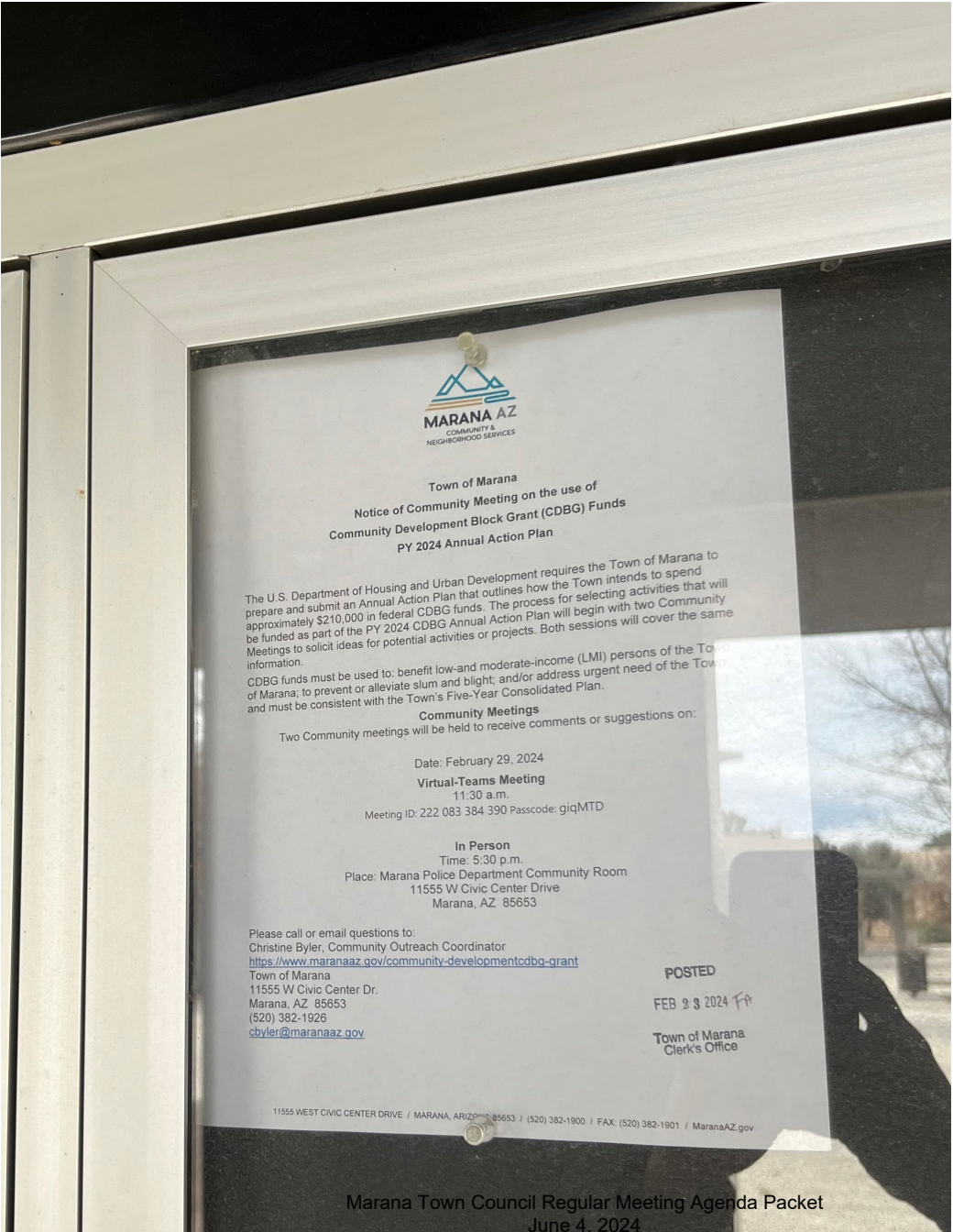
Times:

- **11:30 a.m. -Virtual Teams Meeting** (Meeting ID: 222 083 384 390 Passcode: giqMTD)
- **5:30 p.m. In-Person Meeting**
Marana Police
Department Community Room

REMINDER: COMMUNITY MEETING TOMORROW

The U.S. Department of Housing and Urban Development (HUD) requires the Town of Marana to prepare and submit an Annual Action Plan that outlines how the Town intends to spend approximately \$200,000 in federal CDBG funds. These funds must be used to: benefit low-and moderate-income (LMI) persons of the Town of Marana; to prevent or alleviate slum and blight; and/or address urgent need of the Town of Marana and must be consistent with the Town's Five-Year Consolidated Plan.

Community Meeting:
Municipal Complex





Notice of Public Hearing-Town of Marana PY 24-25 CDBG Annual Action Plan

Notice is hereby given that two public hearings will be held to present a draft of the 2024 Annual Action Plan, and to provide the public with an opportunity to express their ideas and views on this proposed plan. The PY 24-25 Annual Action Plan is required by the United States Department of Housing and Urban Development (HUD) in order to receive federal funds under the Community Development Block Grant (CDBG) program. The Plan provides an assessment of the community needs, goals, and priorities in the areas of affordable housing and public services, designed to improve the quality of life for low-and moderate-income Marana residents.

Both sessions will cover the same information. The first public hearing will take place at 5:30 p.m. on April 16, 2024 at the Police Department Community Room located at 11555 W. Civic Center Drive. The second hearing will take place at 11:30 a.m. on April 24, 2024 at the Wheeler Taft Abbott Library located at 7800 N. Schisler Drive. Both locations are accessible for persons with disabilities.

The draft 2024 Annual Action Plan will be available for public review and comment beginning April 2nd through May 3rd, 2024 at 5:00 p.m. Town Staff encourages public agencies, other interested parties, and all residents, including minorities, non-English speaking persons, and persons with disabilities, to comment. To view the plan, visit <https://www.maranaaz.gov/community-developmentcdbg-grant>. Comments may be submitted via email to cbyler@maranaaz.gov or by mail to Town of Marana, Community and Neighborhood Services, Attn: Christine Byler, 11555 W. Civic Center Drive, Marana Arizona 85653

Please contact the Community and Neighborhood Services Department at (520) 382-1926 or cbyler@maranaAZ.gov to request a physical copy of the Annual Action Plan, or if you need accommodations for physical mobility, sensory impairment or language needs to participate in the meeting. Notification 72 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to the meeting.

Comuníquese con el Departamento de Servicios Comunitarios y Vecinales al (520) 382-1926 o cbyler@maranaAZ.gov para solicitar una copia física del plan de acción anual o si necesita adaptaciones para la movilidad física, discapacidad sensorial o necesidades lingüísticas para participar en la reunión. Una notificación 72 horas antes de la reunión permitirá al Pueblo hacer arreglos razonables para garantizar la accesibilidad a la reunión.

Posted March 19, 2024
Published March 19, 2024

Community Meeting/Public Hearing: Town Calendar



EVENTS BY TYPE

TOWN COUNCIL MEETINGS

COMMUNITY & NEIGHBORHOOD SERVICES

PARKS & RECREATION

SIGNATURE EVENTS

PY 2024 CDBG ANNUAL ACTION PLAN COMMUNITY MEETING

Feb 29, 2024 · 11:30 AM – 12:30 PM

PY 2024 CDBG ANNUAL ACTION PLAN COMMUNITY MEETING

Feb 29, 2024 · 5:30 PM – 6:30 PM

PY 2024 CDBG ANNUAL ACTION PLAN PUBLIC HEARING

Apr 16, 2024 · 5:30 PM – 6:30 PM

PY 2024 CDBG ANNUAL ACTION PLAN PUBLIC HEARING

Apr 24, 2024 · 11:30 AM – 12:30 PM

PY 2024 CDBG ANNUAL ACTION PLAN COMMUNITY MEETING

Feb 29, 2024

PY 2024 CDBG ANNUAL ACTION PLAN COMMUNITY MEETING

Feb 29, 2024

YOUTH TENNIS LESSONS

Mar 2, 2024

BABYSITTER TRAINING

Mar 2, 2024

TOWN OF MARANA PRESENTS: FOUNDERS' DAY - PARADE & FESTIVITIES

Mar 16, 2024

CONCERTS IN THE COURTYARD - MR. BOOGIE WOOGIE & THE WEED WHACKERS

Mar 21, 2024

CONCERTS IN THE COURTYARD - BAD NEWS BLUES BAND

Apr 18, 2024

CAMPING UNDER THE STARS

Apr 20, 2024 – Apr 21, 2024

CONCERTS IN THE COURTYARD - NO SAND BEACH BAND

May 16, 2024

TOWN OF MARANA PRESENTS: STAR-SPANGLED SPECTACULAR

Jul 4, 2024

TOWN OF MARANA PRESENTS:

		COUNCIL MARANA LIFE GOVERNMENT DEPARTMENTS SERVICES				
CDBG OVERVIEW		+				
CDBG DOCUMENTS		+				
UPCOMING PUBLIC HEARING NOTICES & MEETINGS		—				
February 29, 2024 11:30 a.m. 2024 Annual Action Plan Community Meeting (Virtual) Meeting ID: 222 083 384 390 Passcode: giqMTD						
February 29, 202 5:30 p.m. 2024 Annual Action Plan Community Meeting Marana Police Department Community Room						
April 16, 2024 5:30 p.m. 2024 Annual Action Plan Public Hearing Marana Police Department Community Room						
April 24, 2024 11:30 a.m. 2024 Annual Action Plan Public Hearing Wheeler Taft Abbett Library						
TBD 2024 Annual Action Plan Town Council Public Hearing Marana Municipal Complex						
PAST PUBLIC HEARING NOTICES & MEETINGS		+				
FAIR HOUSING		+				

NOTICE OF PUBLIC HEARING-TOWN OF MARANA PY 24-25 CDBG ANNUAL ACTION PLAN

Notice is hereby given that two public hearings will be held to present a draft of the 2024 Annual Action Plan, and to provide the public with an opportunity to express their ideas and views on this proposed plan. The PY 24-25 Annual Action Plan is required by the United States Department of Housing and Urban Development (HUD) in order to receive federal funds under the Community Development Block Grant (CDBG) program. The Plan provides an assessment of the community needs, goals, and priorities in the areas of affordable housing and public services, designed to improve the quality of life for low-and moderate-income Marana residents.

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Please contact the Community and Neighborhood Services Department at (520) 382-1926 or cblyler@maranaAZ.gov to request a physical copy of the Annual Action Plan, or if you need accommodations for physical mobility, sensory impairment or language needs to participate in the meeting. Notification 72 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to the meeting.

Comuníquese con el Departamento de Servicios Comunitarios y Vecinales al (520) 382-1926 o cblyler@maranaAZ.gov para solicitar una copia física del plan de acción anual o si necesita adaptaciones para la movilidad física, discapacidad sensorial o necesidades lingüísticas para participar en la reunión. Una notificación 72 horas antes de la reunión permitirá al Pueblo hacer arreglos razonables para garantizar la accesibilidad a la reunión.

Posted by: March 19, 2024 – The Territorial

Published by: March 19, 2024 – various locations

Public Hearing Notice:
Municipal Complex

GENERAL



Notice of Public Hearing-Town of Marana PY 24-25 CDBG Annual Action Plan

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Posted by: March 19, 2024 – The Territorial
Published by: March 19, 2024 – various locations

Marana Town Council Regular Meeting Agenda Packet
June 4, 2024

POSTED
MAR 14 2024



TOWN OF MARANA NOTICE OF PROPOSED AMENDMENT TO THE TOWN OF MARANA INFRASTRUCTURE

The Marana Town Council will consider streets facilities infrastructure improvement public meeting on Tuesday, April 2, 2024 at the Council Chambers on the first floor of the Municipal Complex, 11555 W. Civic Center Drive. The amendment is posted on the Town Public Notices (<http://www.maranaaz.gov>)

This notice is being given pursuant to the Town of Marana Code of Ordinances.

For further information on the proposed amendment, contact Director Fausto Burrueo at (520) 382-1926.

Publish: February 27, 28, 29 and March 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 2024
Posted (with the proposed IIP amendment)

PSOMAS

To: Fau

TOWN OF MARANA

PY 24 CDBG ANNUAL ACTION PLAN

PUBLIC HEARING NOTICE

The Town of Marana anticipates receiving \$210,183 in federal funding from the U.S. Department of Housing and Urban Development (HUD) for Federal Fiscal Year 2024-2025. As a requirement for receiving this funding, the Town of Marana has drafted an Annual Action Plan for program year 2024. The Town Council will hold a public hearing on June 4th at or after 6:00 p.m. at the Marana Municipal Complex located at 11555 W. Civic Center Drive, Marana, Arizona, to consider adopting the Annual Action Plan for program year 2024.

To view the plan, visit <https://www.maranaaz.gov/community-developmentcdbg-grant>.

Please contact the Community and Neighborhood Services Department at (520) 382-1926 or cbyler@maranaAZ.gov to request a physical copy of the Annual Action Plan, or if you need accommodations for physical mobility, sensory impairment or language needs to participate in the meeting. Notification 72 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to the meeting.

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Posted:

Published:

Public Hearing Notice:
Next Door



Town of Marana 

Community & Neighborhood Services Director Lisa Shafer • 10 Apr

The Town of Marana is currently in the process of updating the 2024-2025 CDBG Annual Action Plan. This plan outlines how the Town will spend the Community Development Block Grant funding they receive from the U.S. Department of Housing and Urban Development (HUD). The public comment period on the draft plan is underway and will conclude on May 3rd at 5:00pm. Two public hearings will be held to hear public comment on April 16th and April 24th. Please review the draft plan and all public hearing notices at <https://www.maranaaz.gov/cdbg-annual-action-plan>. You can reach out to Christine Byler at [520-382-1926](tel:520-382-1926) or cbyler@maranaaz.gov with any questions.

Posted to

Subscribers of Town of Marana

 3

· 4,250 Impressions

 3







NOTICE OF PUBLIC HEARING - TOWN OF MARANA PY 24 CDBG ANNUAL ACTION PLAN

The Town of Marana anticipates receiving \$210,183 in federal funding from the U.S. Department of Housing and Urban Development (HUD) for Federal Fiscal Year 2024-2025. As a requirement for receiving this funding, the Town of Marana has drafted an Annual Action Plan for program year 2024. The Town Council will hold a public hearing on June 4th at or after 6:00 p.m. at the Marana Municipal Complex located at 11555 W. Civic Center Drive, Marana, Arizona, to consider adopting the Annual Action Plan for program year 2024.

To view the plan, visit <https://www.maranaaz.gov/community-developmentcdbg-grant>.

Please contact the Community and Neighborhood Services Department at (520) 382-1926 or cbyler@maranaAZ.gov to request a physical copy of the Annual Action Plan, or if you need accommodations for physical mobility, sensory impairment or language needs to participate in the meeting. Notification 72 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to the meeting.

Comuníquese con el Departamento de Servicios Comunitarios y Vecinales al (520) 382-1926 o cbyler@maranaAZ.gov para solicitar una copia física del plan de acción anual o si necesita adaptaciones para la movilidad física, discapacidad sensorial o necesidades lingüísticas para participar en la reunión. Una notificación 72 horas antes de la reunión permitirá al Pueblo hacer arreglos razonables para garantizar la accesibilidad a la reunión.

Published: May 20, 2024 – The Territorial

Posted: May 20, 2024 – various locations

2024-2025 CDBG Annual Action Plan

DRAFT ANNUAL ACTION PLAN

INTRODUCTION

The **Five Year Consolidated Plan** outlines the Town of Marana's identified priorities and areas of need for community development, housing, and assistance to low and moderate income residents of the Town. The plan establishes a framework for projects and programs over the next five years. It is developed with input from members of the public, Town officials, and community stakeholders such as non-profits providing services to the surrounding community. The Five Year Consolidated Plan is submitted to the U.S. Department of Housing and Urban Development (HUD) every five years, and it is required for the Town to continue to receive Community Development Block Grant (CDBG) funding.

The **Annual Action Plan** is the Town of Marana's outline for how it will achieve Consolidated Plan objectives during a particular year. It allocates funding to specific programs and projects during the year. The Annual Action Plan is submitted to the U.S. Department of Housing and Urban Development (HUD) every year, and it is required for the Town to continue to receive Community Development Block Grant (CDBG) funding.

2024-2025 ANNUAL ACTION PLAN

The Town of Marana will host two community meetings, two public hearings, and a public comment period for Marana's 2024-2025 second year CDBG Annual Action Plan. The community meetings are to solicit ideas for potential activities or projects. The public hearing and comment period are available to allow public input and feedback of the proposed CDBG goals, projects, and activities outlined in the plan. The PY 2024-2025 Annual Action Plan is required by the United States Department of Housing and Urban Development (HUD) in order to receive federal funds under the Community Development Block Grant (CDBG) program. The Annual Action Plan lists specific programs and dollar amounts and serves as the fiscal year 2024-2025 Town application to HUD for the allocation of CDBG funding.

The Town of Marana anticipates receiving approximately \$200,000 from HUD in CDBG funds during PY 2024-2025.

The public is encouraged to review a draft of the plan beginning April 2nd, 2024 and to attend community meetings and public hearings to provide feedback and comments.

The public comment period is open beginning April 2nd, 2024, closing on May 3rd, 2024 at 5pm. Comments may be submitted by clicking the button below, or in writing to the attention of Christine Byler, Community and Neighborhood Services Department, 11555 W. Civic Center Drive, Marana, AZ 85653. They can also be made by calling (520) 382-1926, or emailing cbyler@maranaAZ.gov.

SUBMIT COMMENT

UPCOMING MEETINGS

PY 2024 CDBG ANNUAL ACTION
PLAN PUBLIC HEARING

Apr 16, 2024 - 5:30 PM - 6:30 PM

PY 2024 CDBG ANNUAL ACTION
PLAN PUBLIC HEARING

Apr 24, 2024 - 11:30 AM - 12:30 PM

PUBLIC HEARING NOTICE

Town of Marana
Clerk's Office

Public Hearing Notice: The Daily Territorial

Published in Daily Territorial (Tucson) on March 19, 2024

Location

Pima County, Arizona

Notice Text

NOTICE OF PUBLIC HEARING

Town of Marana PY 24-25 CDBG Annual Action Plan

Notice is hereby given that two public hearings will be held to present a draft of the 2024 Annual Action Plan, and to provide the public with an opportunity to express their ideas and views on this proposed plan. The PY 24-25 Annual Action Plan is required by the United States Department of Housing and Urban Development (HUD) in order to receive federal funds under the Community Development Block Grant (CDBG) program. The Plan provides an assessment of the community needs, goals, and priorities in the areas of affordable housing and public services, designed to improve the quality of life for low-and moderate-income Marana residents.

Both sessions will cover the same information. The first public hearing will take place at 5:30 p.m. on April 16, 2024 at the Police Department Community Room located at 11555 W. Civic Center Drive. The second hearing will take place at 11:30 a.m. on April 24, 2024 at the Wheeler Taft Abbott Library located at 7800 N. Schisler Drive. Both locations are accessible for persons with disabilities.

The draft 2024 Annual Action Plan will be available for public review and comment beginning April 2nd through May 3rd, 2024 at 5:00 p.m. Town Staff encourages public agencies, other interested parties, and all residents, including minorities, non-English speaking persons, and persons with disabilities, to comment. To view the plan, visit <https://www.maranaaz.gov/community-developmentcdbg-grant>.

Comments may be submitted via email to cbyler@maranaaz.gov or by mail to Town of Marana, Community and Neighborhood Services, Attn: Christine Byler, 11555 W. Civic Center Drive, Marana Arizona 85653 Please contact the Community and Neighborhood Services Department at (520) 382-1926 or cbyler@maranaAZ.gov to request a physical copy of the Annual Action Plan, or if you need accommodations for physical mobility, sensory impairment or language needs to participate in the

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June 4, 2024

Published in Daily Territorial (Tucson) on May 20, 2024

Location

Pima County, Arizona

Notice Text

PUBLIC HEARING NOTICE

TOWN OF MARANA

PY 24 CDBG ANNUAL ACTION PLAN

The Town of Marana anticipates receiving \$210,183 in federal funding from the U.S. Department of Housing and Urban Development (HUD) for Federal Fiscal Year 2024-2025. As a requirement for receiving this funding, the Town of Marana has drafted an Annual Action Plan for program year 2024. The Town Council will hold a public hearing on June 4th at or after 6:00 p.m. at the Marana Municipal Complex located at 11555 W. Civic Center Drive, Marana, Arizona, to consider adopting the Annual Action Plan for program year 2024.

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Publish: The Daily Territorial

Date: May 20, 2024

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June 4, 2024