

**NOTICE OF REGULAR MEETING
OF THE CAREFREE TOWN COUNCIL**

WHEN: TUESDAY, OCTOBER 25, 2022

WHERE: CAREFREE TOWN COUNCIL CHAMBERS*
33 EASY STREET, CAREFREE, AZ 85377

TIME: 5:00 P.M.

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Town Council, Planning and Zoning Commission of the Town of Carefree, Arizona and to the general public that the members of the Town Council and Planning and Zoning Commission will hold a meeting open to the public. For any item listed on the agenda, the Council and/or Commission may vote to go into Executive Session for advice of counsel and/or to discuss records and information exempt by law or rule from public inspection, pursuant to Arizona Revised Statutes §38-431.03.

The agenda for the meeting is as follows:

CALL TO ORDER

SILENT ROLL CALL

One or more members of the Council may be unable to attend the meeting in person and may participate by technological means or methods pursuant to A.R.S. §38-431(4).

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

All items listed hereunder are considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a council member so requests, in which event the item will be removed from the consent agenda and will be discussed separately:

ITEM #1 Approval of the March 1, 2022 Town Council Regular Meeting Minutes.

ITEM #2 Approval of the May 3, 2022 Town Council Regular Meeting Minutes.

ITEM #3 Approval of the October 4, 2022 Town Council Regular Meeting Minutes.

ITEM #4 Acceptance of the cash receipts and disbursements report for August, 2022.

ITEM #5 Approval of the Proposal & Contract with Behmer Roofing for repair to the Public Works building located at 7177 Ed Everett Way, Carefree.

CALL TO THE PUBLIC

ITEM #6 Call to the Public: Consideration of comments from the public. Pursuant to Section 2-4-7(G) of the Town Code and A.R.S. 38-431.01(H), those wishing to address the Council need not request permission in advance. The public may address the Council on matters not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter, direct staff to study the matter, reschedule the matter for further consideration and decision at a later date, or may ask that a matter be put on a future agenda. However, the Council may not discuss or take legal action at this time. Please limit your comments to not more than 3 minutes.

REGULAR AGENDA:

ITEM #7 Current Events.

ITEM #8 Review, discussion and possible action to approve Resolution 2022-17 amending compensation rate for Pro Term Judge services.

ITEM #9 Presentation of the “Carefree Cares” / CCUSD Excellence Award in conjunction with Cave Creek Unified School District, honoring a teacher from each school in the district each quarter.

ITEM #10 Presentation and discussion with Rebeca Field of Kimley-Horn, consultant for the Comprehensive Sign and Circulation Plan, updating the Mayor and Town Council on the Plan’s final components before taking it through the approvals process.

ITEM #11 Review, discussion and possible action to approve Ordinance 2022-02 adopting the revised Town of Carefree Building Code to comply with the 2018 International Building Code. (*Second Reading*).

ITEM #12 Review, discussion and possible action to approve Authorization of Capital Improvement Funds for the Design and Construction of the Carefree Drive drainage project including the Stanley Group engineering design fees.

ITEM #13 Adjournment.

DATED this 20th day of October, 2022.

TOWN OF CAREFREE

BY: Kandace French Contreras

Kandace French Contreras, Town Clerk/Treasurer

Items may be taken out of sequence

****All official Town Council and Commission meetings are scheduled to be held in-person within Town of Carefree Council Chambers located at 33 Easy St.***

The Town is currently in the process of upgrading its audio/visual equipment. Audio recordings of official meetings will be posted to our website for public record until the new equipment is available for video recording.

Thank you for your patience as we work to improve our systems.



FOR SPECIAL ACCOMMODATIONS

Please contact the Town Clerk, 8 Sundial Circle (PO Box 740), Carefree, AZ 85377; (480) 488-3686, at least three working days prior to the meeting if you require special accommodations due to a disability.

AGENDA ITEM #1

PENDING

**MINUTES OF THE OF REGULAR MEETING
OF THE CAREFREE TOWN COUNCIL**



WHEN: TUESDAY, MAY 3, 2022

WHERE: CAREFREE TOWN COUNCIL CHAMBERS
33 EASY STREET, CAREFREE, AZ 85377

LIVESTREAM: [HTTPS://ZOOM.US/](https://zoom.us/join)
MEETING ID 322 972 9660
PASSCODE 12345

TIME: 5:00 P.M.

Town Council Attending:

Mayor Les Peterson
Vice Mayor John Crane
Vince D'Aliesio
Tony Geiger
Stephen Hatcher
Mike Johnson
Cheryl Kroyer

Town Council Absent:

None

Staff Present:

Gary Neiss, Town Administrator; Michael Wright, Town Attorney; Mark Milstone, Town Engineer; Kandace French Contreras, Town Clerk/Treasurer.

Mayor Peterson called the meeting to order at 5:10 p.m.

Commander Dan Schwerdtfeger of American Legion Post 34 led the Council in the Pledge of Allegiance.

CONSENT AGENDA

- ITEM #1** Approval of the February 1, 2022 Town Council Regular Meeting Minutes.
- ITEM #2** Approval of the April 19, 2021 Budget Workshop Minutes.
- ITEM #3** Acceptance into the public record of the April, 2022 paid bills.
- ITEM #4** Acceptance of the cash receipts and disbursements report for March, 2022.

ITEM #5 Authorization of Capital Improvement Funds to repair stucco and apply ceramic paint to the walls on the east side of the Gardens (east of the amphitheater).

Councilmember Kroyer **MOVED TO ACCEPT** consent agenda items #1-5. **SECONDED** by Vice Mayor Crane. **CARRIED**, unanimously.

ITEM #6 Call to the Public:

Carefree resident Les Hardie provided feedback regarding the recent Carefree Classic Wheels and Wings event. Mr. Hardy declared that the event was a big success resulting in a donation of \$7,350 to the Foothills Caring Corp.

Mayor Peterson informed that the event has brought forth many excellent reviews and thanked all those involved and for hosting the event in the Town of Carefree.

REGULAR AGENDA:

ITEM #7 Current Events.

Vice Mayor Crane announced the Memorial Day recognition at the Cave Creek Cemetery on May 30th at 8:00 a.m.

The guest speaker will be Lieutenant Colonel, Robert D. Jeffrey, whom after being forced to eject from his F-4 Phantom II, became a prisoner of war in North Vietnam in 1965 for 2,611 days. Mr. Lieutenant Colonel, Jeffrey will be speaking of that as well as other experiences.

Students from Sonoran Trails Middle School will be singing the National Anthem and a representative from Our Lady of Joy Catholic church will be performing the invocation. The Daughters of the American Revolution will also be in attendance.

Vice Mayor Crane encouraged all to attend.

Pertaining to the Wheels and Wings event, Vice Mayor Crane clarified, the donation to the Foothills Caring Corp was truly a joint effort, adding to the recognition of others who were integral in the success of the event and instrumental in the ability to provide the donation to Foothills Caring Corp. SkyRanch Airport for hosting the event, Our Lady of Joy Catholic church for offering their parking lot and the volunteers from the Carefree community to name a few.

ITEM #8 Presentation by Todd Cooley regarding the opening of the Hampton Inn by Hilton.

Hampton Inn General Manager, Todd Cooley provided updates to the progress and an estimated opening of the new Hampton Inn. Mr. Cooley began by thanking the Town of Carefree for the opportunity to be there and responded to questions, addressed any concerns, and shared any economic impacts coming up in the next year. Adding, he has met with local artisans and offered them the opportunity to place artwork and signature pieces in the courtyard of the hotel as well as inside the hotel. Concluding, this is the community's hotel and wants everyone to be a part of it.

Regarding the opening of Hampton Inn, Mayor Peterson expressed the anticipation felt by many people. Looking forward to the Hampton leading in the rejuvenation of the downtown adding to the number of people in the restaurants and visiting the shops.

ITEM #9 **Review, discussion and possible action to approve Resolution 2022-09 adopting the tentative budget and bottom line for the fiscal year beginning July 1, 2022 and ending June 30, 2023.**

Town Administrator, Gary Neiss presented a summary of the tentative budget for FY 2022/2023. Mr. Neiss reminded; the budget process doesn't happen overnight.

- **January - February**
Staff begins to review workloads, trends, and starts to project needs for the following fiscal year.
- **March**
Begin projecting out revenue figures and get inflationary indexes on various contracts and revenue figures from the state.
- **April**
Three Budget Workshops are held to share what we know.
- **May**
Meeting to approve the tentative budget.
- **June**
Approval of the final budget

Mr. Neiss presented the 2022/2023 budget dashboard, a high-level evaluation of the forecasted revenues, and anticipated expenses for the next fiscal year.

Councilmember Kroyer **MOVED TO APPROVE** Resolution 2022-09 adopting the tentative budget and bottom line for the fiscal year beginning July 1, 2022 and ending June 30, 2023. **SECONDED** by Vice Mayor Crane. **CARRIED**, 7-0.

ITEM #10 **Review, discussion and possible action to approve Resolution 2022-08 accepting into public record the ten-year pavement preservation program document dated April 8, 2022.**

Carefree Town Engineer, Mark Milstone presented the pavement preservation program document. He explained the current plan expires at the end of June 2022. The new document will supersede the old document. Analyzing existing roadways throughout the Town, this document prioritizes roadways, the type of maintenance and the most cost-effective time to perform that maintenance. Mr. Milstone further explained, with the use of cutting-edge technology, artificial intelligence, we will be able to prioritize those roadway improvements, a systematic approach to maintenance that provides long term financial savings, protects the overall pavement condition, and extends pavement.

Mr. Milstone responded to questions from Council pertaining to the pavement preservation program, costs, timeframe and provided details of the Capital Improvement Project process.

Vice Mayor Crane **MOVED TO APPROVE** Resolution 2022-08 accepting into public record the ten-year pavement preservation program document dated April 8, 2022. **SECONDED** by Councilperson D'Aliesio. **CARRIED**, unanimously.

ITEM #11 Adjournment.

Councilmember Kroyer **MOVED TO ADJOURN**. **SECONDED** by Councilmember D'Aliesio. **CARRIED**, unanimously.

The meeting was adjourned at 6:03 p.m.

DATED this 5th day of May 2022.

TOWN OF CAREFREE

BY: *Samantha Gesell*
Samantha Gesell, Planning Clerk

TOWN OF CAREFREE

Les Peterson, Mayor

Attest:

Samantha Gesell
Samantha Gesell, Planning Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the Regular Meeting of the Town of Carefree held May 3, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Kandace French Contreras, Town Clerk

**MINUTES OF THE REGULAR MEETING
OF THE CAREFREE TOWN COUNCIL**



WHEN: MONDAY, OCTOBER 4, 2022

WHERE: CAREFREE TOWN COUNCIL CHAMBERS
33 EASY STREET, CAREFREE, AZ 85377

TIME: 5:00 P.M.

Town Council Attending:

Mayor Les Peterson
Vice Mayor John Crane
Tony Geiger
Stephen Hatcher (*arrived at 5:12 p.m.*)
Mike Johnson
Cheryl Kroyer

Town Council Absent:

Vince D'Aliesio

Staff Present:

Gary Neiss, Town Administrator; Mark Milstone, Town Engineer, Stacey Bridge Denzak, Director of Planning and Zoning; Joshua Rison, Building Official; Kandace French Contreras, Town Clerk, Treasurer

Mayor Peterson called the meeting to order at 5:00 p.m.

Chief Tim Soule led the Council in the Pledge of Allegiance.

CONSENT AGENDA

All items listed hereunder are considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a council member so requests, in which event the item will be removed from the consent agenda and will be discussed separately:

ITEM #1 Approval of the March 1, 2022 Town Council Regular Meeting Minutes.

ITEM #2 Approval of the September 6, 2022 Town Council and Planning and Zoning Commission Joint Work Session Meeting Minutes.

ITEM #3 Approval of the September 6, 2022 Town Council Regular Meeting Minutes.

ITEM #4 Acceptance into the public record of the September, 2022 paid bills.

ITEM #5 Acceptance of the cash receipts and disbursements report for July, 2022.

ITEM #6 Approval of a Proclamation declaring November 1, 2022 to be Extra Mile Day.

ITEM #7 Approve temporary street closure of Ho Hum adjacent to the Sanderson Lincoln Pavilion 1:30 pm until 5:30 pm, Friday, November 11, 2022 for the Carefree Veterans Day program

ACTION: Agenda items 1 and 3 **DEFERRED.**

ACTION: Agenda items 2, 4, 5, 6, and 7 **APPROVED.**

MOTION: Council Member Cheryl Kroyer.

SECOND: Council Member Mike Johnson.

VOTE: Approved 6-0

| Voting Member | Aye/Nay |
|-----------------------|----------------|
| Mayor Les Peterson | Aye |
| Vice Mayor John Crane | Aye |
| Vince D'Aliesio | Absent |
| Tony Geiger | Aye |
| Stephen Hatcher | Aye |
| Mike Johnson | Aye |
| Cheryl Kroyer | Aye |

CALL TO THE PUBLIC

ITEM #8 Call to the Public.

Maureen Benedetto of Carefree, appeared and spoke. She asserted that her questions from a prior had not been answered and inferred a violation of Public Meeting Law. She asked additional questions.

REGULAR AGENDA:

ITEM #9 **Current Events.**

Presentation by Communications Director, Erica Shumaker.

OPEN HOUSE – Wednesday, October 12. This will include information on:

- Town Center Revitalization
- Wayfinding
- Pedestrian & Vehicular Circulation

VOLUNTEER JOB FAIR & NON PROFIT EXPO – Wednesday, October 19
The following 16 organizations attending the event:

- Arizona Department of Veterans' Services
- Daughters of the American Revolution
- Desert Foothills Land Trust
- Desert Foothills Library
- Every Swipe Counts
- Foothills Caring Corps
- Foothills Food Bank
- Kiwanis of Carefree
- Puppy Luv Animal Rescue
- The Cave Creek Museum
- The Holland Center
- Sonoran Arts League
- Soroptimist Saguaro Foothills
- Tierra Madre Horse Rescue
- Valley of the Sun YMCA
- Wild at Heart

Gary Neiss announced Citizen Engagement public meetings to get citizen input regarding fire service for the following dates:

- Wednesday, October 19 | 5:00 PM | Christ Anglican Church - 3550 North Cave Creek Road
- Wednesday, October 26 | 5:00 PM | Holland Community Center - 34250 North 60th Street
- Thursday, November 3 | 5:00 PM | Christ the Lord Lutheran Church - 9205 East Cave Creek Road
- Thursday, November 10 | 5:00 PM | Carefree Town Council Chambers - 33 Easy Street
- Thursday, November 17 | 5:00 PM | Meeting by Zoom

Mayor Peterson spoke and responded to prior criticism, including allegations of council communication with developers and invited members of the public to come into the office to ask questions at any time.

(Item taken out of order)

ITEM #18 **Review, discussion and possible action to authorize the Mayor to enter into an agreement with Michael Baker International for consultant services related to the *General Plan Update*.**

ACTION: Agenda item **APPROVED**.

MOTION: Council Member Stephen Hatcher.

SECOND: Council Member Cheryl Kroyer.

VOTE: Approved 6-0

| Voting Member | Aye/Nay |
|-----------------------|---------|
| Mayor Les Peterson | Aye |
| Vice Mayor John Crane | Aye |
| Vince D'Aliesio | Absent |
| Tony Geiger | Aye |
| Stephen Hatcher | Aye |
| Mike Johnson | Aye |
| Cheryl Kroyer | Aye |

ITEM #10 Approval of an Application for Series 6 Bar Liquor License for Lawrence Foppe and Sticks Golf & Cigar Lounge located at 37555 E. Hum Road, Suite 109, Carefree, AZ.

Business owner Larry Foppe appeared and spoke.

ACTION: Agenda item **APPROVED.**

MOTION: Council Member Tony Geiger.

SECOND: Council Member Mike Johnson.

VOTE: Approved 6-0

| Voting Member | Aye/Nay |
|-----------------------|---------|
| Mayor Les Peterson | Aye |
| Vice Mayor John Crane | Aye |
| Vince D'Aliesio | Absent |
| Tony Geiger | Aye |
| Stephen Hatcher | Aye |
| Mike Johnson | Aye |
| Cheryl Kroyer | Aye |

ITEM #11 **Presentation of Annual Report by District Chief Brett Russell, Rural Metro Carefree Station.**

Chief Tim Soule requested a moment of silence for the victims of Hurricane Ivan in Florida.

He made a presentation of the Rural Metro Annual Report regarding the Town of Carefree.

Maureen Benedetto of Carefree, appeared and spoke regarding Chief Soule lack of knowledge of the subject.

ACTION: Presentation only.

ITEM #12 Presentation by Joyce Jordan, Kiwanis President, and Sandra Carrier, Executive Director, regarding the accomplishments and mission of the Kiwanis Club of Carefree.

ACTION: Presentation only.

ITEM #13 Review and discussion regarding Ordinance 2022-02 adopting the revised Building Code to comply with the 2018 International Building Code. (*First Reading*).

First reading presented by Building Official Joshua Rison.
ACTION: Presentation only.

ITEM #14 Review and discussion to approve Resolution 2022-16 approving the policy and procedure for taking and posting meeting minutes.

ACTION: Agenda item APPROVED.

MOTION: Council Member Cheryl Kroyer.

SECOND: Vice Mayor John Crane.

VOTE: Approved 6-0

| Voting Member | Aye/Nay |
|-----------------------|---------|
| Mayor Les Peterson | Aye |
| Vice Mayor John Crane | Aye |
| Vince D'Aliesio | Absent |
| Tony Geiger | Aye |
| Stephen Hatcher | Aye |
| Mike Johnson | Aye |
| Cheryl Kroyer | Aye |

ITEM #15 Review, discussion and possible action to authorize the appropriation of the funds in the Public Works Capital Outlay fund to purchase an Articulated Boom Lift in the amount of \$51,847.21.

ACTION: Agenda item APPROVED.

MOTION: Council Member Mike Johnson.

SECOND: Council Member Stephen Hatcher.

VOTE: Approved 6-0

| Voting Member | Aye/Nay |
|-----------------------|---------|
| Mayor Les Peterson | Aye |
| Vice Mayor John Crane | Aye |
| Vince D'Aliesio | Absent |
| Tony Geiger | Aye |
| Stephen Hatcher | Aye |
| Mike Johnson | Aye |
| Cheryl Kroyer | Aye |

ITEM #16 Review, discussion and possible action to authorize VSS International as the preferred bidder and the appropriation of the funds in the CIP for the Carefree Pavement Maintenance Projects 2022-2023 in the amount of \$1,688,750.00

ACTION: Agenda item APPROVED.

MOTION: Vice Mayor John Crane.

SECOND: Council Member Cheryl Kroyer.

VOTE: Approved 6-0

| Voting Member | Aye/Nay |
|-----------------------|---------|
| Mayor Les Peterson | Aye |
| Vice Mayor John Crane | Aye |
| Vince D'Aliesio | Absent |
| Tony Geiger | Aye |
| Stephen Hatcher | Aye |
| Mike Johnson | Aye |
| Cheryl Kroyer | Aye |

ITEM #17 Review, discussion and possible action to authorize the purchase of a Rebel ATX brush truck from Fire Trucks Unlimited with the recently awarded grant funds from the Salt River Pima - Maricopa Indian Community as well as additional funding of \$75,000 to purchase supplemental equipment.

ACTION: Agenda item APPROVED.

MOTION: Council Member Cheryl Kroyer.

SECOND: Vice Mayor John Crane.

VOTE: Approved 6-0

| Voting Member | Aye/Nay |
|-----------------------|---------|
| Mayor Les Peterson | Aye |
| Vice Mayor John Crane | Aye |
| Vince D'Aliesio | Absent |
| Tony Geiger | Aye |
| Stephen Hatcher | Aye |
| Mike Johnson | Aye |
| Cheryl Kroyer | Aye |

ITEM #19 Adjournment.

ACTION: Agenda item APPROVED.

MOTION: Council Member Cheryl Kroyer.

SECOND: Council Member Tony Geiger.

VOTE: Approved 6-0

| Voting Member | Aye/Nay |
|-----------------------|---------|
| Mayor Les Peterson | Aye |
| Vice Mayor John Crane | Aye |
| Vince D'Aliesio | Absent |
| Tony Geiger | Aye |
| Stephen Hatcher | Aye |
| Mike Johnson | Aye |
| Cheryl Kroyer | Aye |

ADJOURNED AT 7:19 P.M.

DATED this 5th day of October, 2022.

TOWN OF CAREFREE

BY:

Kandace French Contreras, Town Clerk/Treasurer

TOWN OF CAREFREE

Les Peterson, Mayor

Attest:

Kandace French Contreras, Town Clerk/Treasurer

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the Regular Meeting of the Town of Carefree held October 4, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Kandace French Contreras, Town Clerk

AGENDA ITEM #4

PENDING

**Combined Trial Balance - All Funds
August 31, 2022****Assets**

| | |
|----------------------------------|----------------------|
| Checking - National Bank of AZ | 3,150,975 |
| Local Gov't Investment Pool - AZ | 12,981,524 |
| Petty Cash | 700 |
| Receivables | 70,999 |
| Intergovernmental Receivables | 760,227 |
| Advances to the Water Company | 2,555,923 |
| Total Assets | \$ 19,520,348 |

Liabilities

| | |
|----------------------------|--------------------|
| Accounts Payable | 25,326 |
| Bonds | 39,510 |
| Sales Tax Remittance | -4 |
| Deferred Revenue | 24,712 |
| Long Term Deferred Revenue | 2,555,923 |
| Total Liabilities | \$2,645,468 |

Fund Balance

| | |
|---|----------------------|
| Fund Balance-Beginning of Year | 16,478,314 |
| Year-to-date change in Fund Balance | 396,566 |
| Total Fund Balance | 16,874,880 |
| Total Liabilities and Fund Balance | \$ 19,520,348 |

| | |
|--------------------------|---------------------|
| Contingency Reserve Fund | \$2,500,000 |
| Capital Fund | \$14,124,752 |
| Total | \$16,624,752 |

Town of Carefree Reconciled Cash Receipts and Cash Disbursements as of August 31, 2022

| Revenues | FY2021 | FY2022 | FY2023 | 2022 vs 2023 | Budget | Aug22 | % of Budget |
|---|-------------------|-------------------|-------------------|--------------|---------------------|-------------------|---------------|
| | YTD Aug | YTD Aug | Y-T-D | % (+/-) | | | |
| Local Sales Taxes (1 month lag) | \$233,215 | \$ 195,614 | \$ 621,388 | 217.7% | 2,840,000 | 322,252 | 21.9% |
| State Sales Taxes (1 month lag) | 56,053 | 68,337 | 78,551 | 14.9% | 528,000 | 35,601 | 14.9% |
| Building Fees | 61,120 | 78,625 | 98,633 | 25.4% | 375,000 | 71,331 | 26.3% |
| State Income Tax | 93,537 | 85,397 | 116,508 | 36.4% | 712,000 | 58,254 | 16.4% |
| Fines | 9,964 | 33,251 | 18,723 | -43.7% | 150,000 | 9,467 | 12.5% |
| Court Service Fees | 28,789 | 29,684 | 30,872 | 4.0% | 185,000 | 30,872 | 16.7% |
| Town Clerk-Misc. Sales | 48 | 0 | 0 | 0.0% | 100 | 0 | 0.0% |
| Town Clerk-Permits & Sol Fees | 2,600 | 2,625 | 0 | 0.0% | 700 | 0 | 0.0% |
| Water Company Reimbursements | 115,351 | 80,822 | 115,351 | 42.7% | 692,105 | 57,675 | 16.7% |
| Miscellaneous Income & Donations | 25,020 | 25,209 | 25,000 | -0.8% | 26,000 | 0 | 96.2% |
| Interest Income | 1,473 | 206 | 33,165 | 100.0% | 6,139 | 19,784 | 540.2% |
| Utility Franchise Fees (1 month lag) | 58,057 | 60,957 | 137,186 | 125.1% | 300,000 | 105,606 | 45.7% |
| County Lieu Tax (1 month lag) | 27,377 | 21,255 | 28,484 | 34.0% | 175,000 | 14,261 | 16.3% |
| General Fund & All Funds Reserve Contribution(B | 0 | 0 | 0 | 0.0% | 3,397,842 | 0 | 0.0% |
| Special Events | 20,100 | 20,006 | 11,284 | -43.6% | 45,000 | 5,560 | 25.1% |
| County & State Grants | 0 | 0 | 0 | 0.0% | 1,250,000 | 0 | 0.0% |
| Court Enhancement, GAP, MJCEF | 1,891 | 2,657 | 2,468 | -7.1% | 11,400 | 1,094 | 21.7% |
| HURF (1 month lag) | 21,515 | 23,579 | 47,672 | 0.0% | 1,279,616 | 21,293 | 3.7% |
| Cemetery | 0 | 250 | 0 | 0.0% | 600 | 0 | 0.0% |
| CPR Ed Fund | 0 | 0 | 0 | 0.0% | 200 | 0 | 0.0% |
| CARES Fund Grants | 450,846 | 655,770 | 655,770 | 0.0% | 656,000 | 0 | 100.0% |
| Utility Capital Improvement Fund | 0 | 0 | 9,875 | 0.0% | 100,000 | 0 | 9.9% |
| Fire Reimb Income & Ins Reimb | 20,013 | 28,379 | 10,323 | 0.0% | 108,079 | 10,601 | 9.6% |
| Fire Fund-L Sales Tax (1 month lag) | 116,609 | 97,807 | 310,694 | 217.7% | 1,420,350 | 161,126 | 21.9% |
| Total Revenues | 1,343,576 | 1,510,431 | 2,351,948 | 55.7% | 14,259,131 | 924,778 | 16.5% |
| Expenses | | | | | | | |
| Mayor & Council | 167 | 2,370 | 1,586 | -33.1% | 12,330 | 586 | 12.9% |
| Town Clerk | 39,815 | 51,403 | 62,576 | 21.7% | 374,011 | 25,126 | 16.7% |
| Court | 48,559 | 53,771 | 41,016 | -23.7% | 268,892 | 21,545 | 15.3% |
| Administration | 78,918 | 97,138 | 116,438 | 19.9% | 771,479 | 51,368 | 15.1% |
| Claims & Losses | 400 | 0 | 0 | 0.0% | 10,000 | 0 | 0.0% |
| Legal | 34,506 | 39,996 | 17,068 | -57.3% | 160,000 | 0 | 10.7% |
| Risk Management | 8,131 | 36,031 | 38,957 | 8.1% | 120,000 | 0 | 32.5% |
| Planning & Development | 31,670 | 36,266 | 40,274 | 11.0% | 352,915 | 20,967 | 11.4% |
| Building Safety | 32,208 | 39,266 | 45,064 | 14.8% | 262,919 | 20,949 | 17.1% |
| Law Enforcement | 85,846 | 84,594 | 94,344 | 11.5% | 563,194 | 50,642 | 16.8% |
| Code Enforcement | 7,639 | 8,270 | 10,323 | 24.8% | 56,275 | 5,462 | 18.3% |
| Engineering | 4,954 | 19,456 | 36,901 | 89.7% | 261,779 | 11,306 | 14.1% |
| Public Works - Streets & Gardens | 139,522 | 101,514 | 108,223 | 6.6% | 946,554 | 74,593 | 11.4% |
| Debt Service WIFA | 231,385 | 235,406 | 239,579 | 1.8% | 244,070 | 0 | 98.2% |
| 33 Easy St | 4,811 | 4,540 | 7,515 | 0.0% | 28,950 | 4,749 | 26.0% |
| Capital Improvement Program (See Below) | 0 | 0 | 0 | 0.0% | 0 | 0 | 0.0% |
| Public Safety Fire General Fund | 0 | 0 | 0 | 0.0% | 664,200 | 0 | 0.0% |
| Economic Development | 24,161 | 25,872 | 31,122 | 20.3% | 334,179 | 16,376 | 9.3% |
| Contingencies | 0 | 0 | 0 | 0.0% | 0 | 0 | 0.0% |
| Court Enhancement, GAP, MJCEF | 0 | 173 | 0 | 0.0% | 11,407 | 0 | 0.0% |
| HURF (See Below) | 0 | 0 | 0 | 0.0% | 1,279,716 | 0 | 0.0% |
| Cemetery | 0 | 0 | 0 | 0.0% | 600 | 0 | 0.0% |
| CPR - Education Fund | 0 | 0 | 0 | 0.0% | 202 | 0 | 0.0% |
| AZ CARES Fund Expense to Water Infra (See Bel | 252,589 | 0 | 655,812 | 0.0% | 0 | 42 | 0.0% |
| Utility Capital Improvement Fund (See Below) | 0 | 0 | 0 | 0.0% | 100,000 | 0 | 0.0% |
| Transfers Out | 100 | 0 | 0 | 100.0% | 0 | 0 | 0.0% |
| Fire Fund | 10,448 | 268,812 | 320,302 | 19.2% | 1,529,350 | 160,712 | 20.9% |
| Total Expenses without Capital Expense | 1,035,830 | 1,104,880 | 1,867,101 | 69.0% | 8,353,022 | 464,423 | 22.4% |
| Net without Capital Expense | \$ 307,746 | \$ 405,552 | \$ 484,847 | | \$ 5,906,109 | \$ 460,356 | 8.2% |
| All Capital Projects | 85,126 | 75,449 | 88,281 | 17.0% | 5,856,100 | 4,702 | 1.5% |
| Total Expenses with Capital Expense | 1,120,956 | 1,180,328 | 1,955,382 | 65.7% | \$14,209,122 | \$469,125 | 13.8% |
| Net with Capital Expense | 222,620 | 330,103 | 396,566 | 20.1% | 50,009 | 455,654 | 793.0% |



SCOTTSDALE | FLAGSTAFF | SEDONA

PROPOSAL & CONTRACT



ID: SDL-P717

CUSTOMER NAME :

Town of Carefree

CONTACT :

Jim Keen/Travis Johnson

PROJECT NAME :

Maintenance Shop

EMAIL :

jim@carefree.org

PROJECT LOCATION :

7177 Ed Everett Way, Carefree, AZ, USA

DATE :

10/05/2022

PHONE NUMBER :

480-488-3686

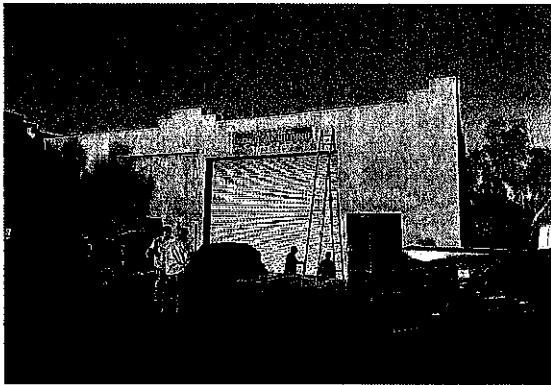
We propose to furnish all materials and perform all labor necessary to completing the following scope of work:

This bid shall be valid for 30 days only, and customer must allow stored materials billing at contract acceptance, if necessary, in order to lock in material due to volatile material availability and pricing market.

INCLUSIONS

| ITEM / DESCRIPTION | UNIT COST |
|--|-----------------|
| SPF Foam - Recover | \$14,100 |
| 1. Prep existing roof system to receive new SPF foam roof system | |
| 2. Mechanically attached 1/2 inch plywood over existing translucent fiberglass skylights | |
| 3. Install spray polyurethane foam (SPF) roof system, 1" thickness | |
| 4. Apply acrylic elastomeric base coat at a rate of 1.5gal / per 100sf | |
| 5. Apply acrylic elastomeric top coat at a rate of 1.5 gal / per 100sf, color TAN | |
| 6. Clean up all debris and haul from jobsite | |
| 7. Sales Tax Included | |
| Skylights | \$2,400 |
| 1. Supply and install 8 each 2x2 deck mounted skylights color opaque at existing translucent locations | |
| TOTAL: | \$16,500 |

PICTURES



Front elevation



Roof overview



PROPOSAL & CONTRACT

SCOTTSDALE | FLAGSTAFF | SEDONA

Limited Liability: In some cases, the manner in which the roof was originally installed, may cause stucco, wood, or metal damage when the roof is removed. BRSM is not responsible for damage as a result of the original roof installation.

Warranty:

Upon payment in full, Owner will receive a written workmanship and materials warranty for a period of time as noted on the contract. Behmer Roofing & Sheet Metal (BRSM) will repair any leak caused by material or workmanship failure. This limited warranty is limited to repair or replacement of the roofing material, and excludes payment of any kind. Excluded from this limited warranty are: (1) pre-existing conditions; (2) conditions for which "BRSM" is not 100% liable; or (3) any damage, whether incidental or consequential, resulting from work on the roof by Owner, others, or fire, or by acts of God (e.g., wind, rainstorm, dust storm, and hail) before, during, or after "BRSM's" work performance. If Owner does not properly maintain the roof, or if work is performed on the roof without notice to BRSM, then BRSM may void this warranty. Owner must provide notice to BRSM of any potential warranty issues within three (3) calendar days of occurrence.

Warranty Duration: If the warranty listed herein exceeds 2 years, you must engage Behmer Roofing on an annual basis (at the minimum) to perform general preventive maintenance, after the first 2 years of the installation. The first maintenance must be completed within 30 days, from 2 years of the warranty start date (substantial completion of the project). A maintenance cost will be provided by Behmer, prior to performing any maintenance work. If warranty work is not performed, the excess warranty / warranty period will be null and void.

Name : _____
Company : _____
Title : _____

Signature: _____

Date: _____

Agenda Item



**TOWN OF CAREFREE
INFORMATION SUMMARY**

MEETING DATE: October 25, 2022

SUBJECT:

Amend Compensation for Pro Term Judge Services

SUMMARY:

Resolution 2016-10 set the *pro tempore* judge compensation rate at \$50 per hour. In order to successfully recruit and maintain a roster of qualified *pro tempore* judges available to be called upon in an emergency or on a pre-scheduled basis, compensation needs to be commensurate with other municipal courts within Maricopa County. After performing a survey of other municipal courts in the area and due to current market conditions, an increase of the current hourly rate to \$70 per hour is being requested. Due to the limited need of judges *pro tempore*, the court's line-item budget for *pro tempore* services does not need to be increased.

FUNDING SOURCE

There is no funding associated with the requested change.

TOWN COUNCIL ACTION

- Approve Resolution 2022-17

REPORT PREPARED BY:

Tara Parascandola, Presiding Judge

**TOWN OF CAREFREE, ARIZONA
RESOLUTION 2022-17**

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE
TOWN OF CAREFREE, MARICOPA COUNTY, ARIZONA,
ESTABLISHING COMPENSATION FOR PRO TEM SERVICES**

WHEREAS, Section 4-2-7 of the Town Code provides for the appointment of part time judges to serve on a temporary or "*pro tempore*" basis by the presiding judge; and,

WHEREAS, such appointed judges *pro tempore* shall be appointed by the presiding judge for a term set forth by the presiding judge; and

WHEREAS, Tara E. Parascandola was appointed to serve as the Presiding Magistrate of the Carefree – Cave Creek Consolidated Court on April 6, 2021; and

WHEREAS, it is necessary for the presiding judge to appoint judges *pro tempore* to serve at such times as a conflict of interest or recusal of the presiding judge or in the event of illness, absence, overload of docket or other circumstances; and

WHEREAS, the Town of Carefree shall set forth the salary or other compensation on a contractual or hourly rate for such services;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF CAREFREE, COUNTY OF MARICOPA, ARIZONA,

That the salary set for the judge *pro tempore* shall be \$70.00 per hour.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Carefree, Arizona, this 25th day of October, 2022.

Les Peterson, Mayor

ATTEST:

APPROVED AS TO FORM:

Kandace French, Town Clerk

Michael Wright, Town Attorney

TOWN COUNCIL
OCT 25 2022
9



"CAREFREE CARES" EXCELLENCE AWARDS
OCTOBER 25, 2022





"Carefree Cares" Excellence Awards

The Town of Carefree is proud to recognize one outstanding Cave Creek Unified School District (CCUSD) staff member from each school or department each quarter of the school year.

- Each award-winner will receive a special "Carefree Cares" pin
- CCUSD will also recognize the winners at an upcoming quarterly Governing Board meeting on November 14, 2022



“Carefree Cares” Excellence Awards

Criteria for Selection

- Volunteers substantial time and expertise to CCUSD, the school and/or the community.
- Is a positive role model for students, staff and community.
- Serves as an inspiration to others.
- Always represents CCUSD and the community in a positive and professional manner.
- Selections are submitted by the Principals and Directors at each site.



"Carefree Cares" Excellence Awards

Jordyn Blonder
Kindergarten Teacher
Lone Mountain Elementary School (LMES)

Jordyn is committed to CCUSD and its students. Jordyn began as a student teacher in CCUSD at Horseshoe Trails and then transitioned to her job as a Kindergarten teacher at Lone Mountain. She has been a part of the Lone Mountain family for the past five years and continues to grow as an educator and leader on campus. She currently serves as our Kindergarten team lead and supports the climate and culture of our site by leading the Sunshine committee. Jordyn is a hard worker, and she forms long lasting relationships with students and their families. We are lucky to have Jordyn as a part of our Lone Mountain team.

Emily Hill
Principal, LMES



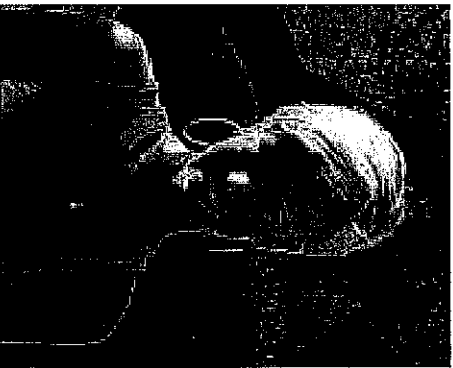


"Carefree Cares" Excellence Awards

Meaghan Brewster
Paraprofessional
Horseshoe Trails Elementary
School

Meaghan Brewster is in her first year at Horseshoe Trails, but you would never know it. She served as a paraprofessional for our youngest learners on campus and was recently promoted as a long-term substitute in one of our resource classrooms. Meaghan cares deeply for all learners, is meticulous with her planning and is incredibly organized and detail-oriented. Anytime there's a need, Meaghan steps up to support a colleague or student. She's been a team player for us all year and we're so blessed to have her leadership on our campus. Thank you Meaghan for who you are and what you do!

Aaron Pettinato
Principal, HTES



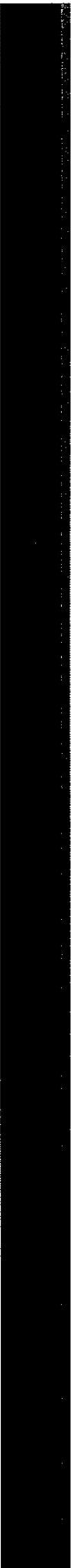


"Carefree Cares" Excellence Awards

Lisa Fisnot
3rd/4th/5th Grade French Immersion Teacher
Desert Sun Academy (DSA)

Lisa Fisnot is a positive and influential staff member who volunteers her time on a consistent basis to do what is best for our students at DSA. She is a member of our leadership team, site council, and PTO and also helps lead and improve our French Immersion Program at DSA. Our students love being part of Madame Fisnot's class due to the welcoming environment she has created that challenges and supports them.

Kelly Zywczyk
Principal, DSA





"Carefree Cares" Excellence Awards



Don Larson
PE Teacher
Sonoran Trail Elementary School

Don Larson- the heart of not only STMS, but CCUSD and Cave Creek, Arizona. As an employee of the CCUSD for over 20 years, Don exemplifies what this award stands for. Don is committed to our community and has a commitment to excellence in all he does. You can find him late into the night or on weekends volunteering his time to ensure STMS is ready for students, staff, families, and community as he beautifies our grounds, all while staying positive about the great District that this is. All stakeholders respect the work that he does and he CARES about the betterment of every single person. He is a leader on our campus and stands out by the nature of his commitment and the integrity of his character. He makes a difference every single day in our community. His hard work and dedication is unmatched and is beyond appreciated!

Jill Sarraino
Principal, STMS

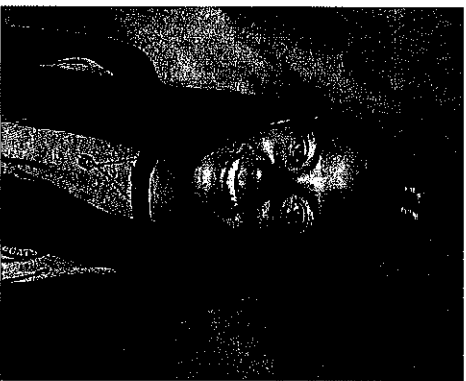


"Carefree Cares" Excellence Awards

Jessica Levine
Exceptional Student Services Teacher
Black Mountain Elementary School

Jessica Levine is not new to teaching but she is new to CCUSD, new to BMES, and new to special education. With all of that said, you would never know it! Jessica took on the challenges of being a special education teacher head on, proving that she is highly skilled in providing explicit instruction and specific interventions for students with special needs. To start this year, one of our teacher's received devastating news that her son would need emergency surgery and treatment to save his life. As she stepped into the role of taking care of her son, this left her self-contained classroom without a teacher. Jessica didn't blink, jumping into yet another new role. This requires much more work, but she was willing to take it all on because it is good for kids and because she truly believes in being a team player.

Matt Owsley
Principal, BMES





"Carefree Cares" Excellence Awards

Kristina Pancoast, Teacher
Multi Age Teacher
Desert Willow Elementary School



Ms. Pancoast has been a valued member of CCUSD for the past 19 years. When she joined Cave Creek, she already had 10 years of experience, making her total years in education 29! Her expertise and love for teaching is evident in the positive relationships she has with her students and families. This year Ms. Pancoast had to make a last-minute pivot and teaches a kindergarten / 1st grade multi age classroom. She has taken on this complex circumstance and made it a thriving learning environment for all her students. In addition, she is mentoring a student teacher, Ms. Moritz, from Ball State University. These words from Ms. Moritz embodies Ms. Pancoast's heart for teaching. "Getting the opportunity to learn from Ms. Pancoast has been such a treat. Her passion for teaching and helping her students is inspiring, and I'm so grateful to be learning from one of the best!"

Brandie Baca-Dunlap
Principal, DWES





"Carefree Cares" Excellence Awards

Amanda Seaman
Mathematics Teacher
Cactus Shadows High School

Amanda is a top-notch math teacher at CSHS. She is also an amazing department chair. She goes above and beyond to help support all of our students in math through tutoring and organizing math sessions over school breaks. She is always willing to help and support her math department and CSHS colleagues. She believe that all students can learn, and she believes in CSHS.

Sarah Barela
Principal, CSHS





**CONGRATULATIONS TO ALL OF THE CAREFREE CARES
EXCELLENCE AWARD WINNERS!**





Agenda Item #10

INFORMATION SUMMARY

MEETING DATE: **October 25, 2022**

SUBJECT: **Comprehensive Sign Plan for Town Center / Final Review**

A presentation and discussion with Rebeca Field of Kimley-Horn, consultant for the *Comprehensive Sign and Circulation Plan for Town Center*, reviewing with Town Council the *Plan's* Technical Memo C, which includes concluding comments from the Stakeholders, input from the Town Council/Planning Commission September 9, 2022 Work Session, and final review by the Planning Commission at their regular meeting held on October 17, 2022. The intent of this meeting is to take a final look at the *Plan* before it is taken through the formal adoption process. This is for informational purposes only. No action will be taken.

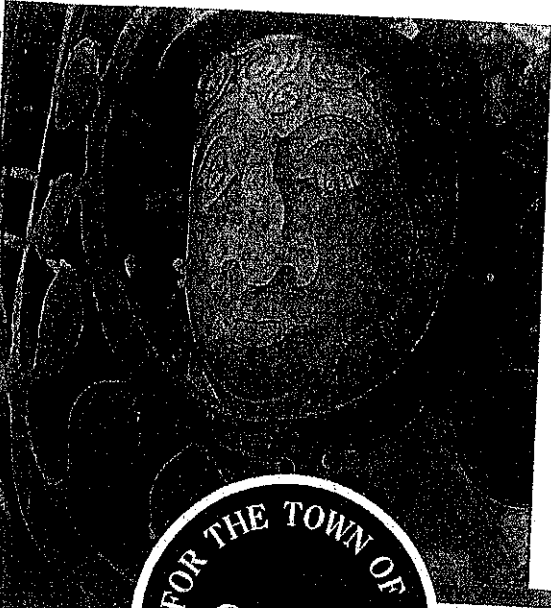
SUMMARY:

The *Comprehensive Sign and Circulation Plan* project began back in April of 2021 in an effort to create a wayfinding system that is cohesive and clear, and that allows for a logical procession into Town Center primarily for those who are new to or visiting Carefree. Following a thorough and inclusive public outreach process, the *Plan* is ready to move forward to formal adoption, the first step requiring a recommendation from the Planning and Zoning Commission, and then final approval by Town Council. Tonight's meeting is an opportunity to preview the draft and fine-tune any portion of it before the last draft is prepared for your approval in December of this year.

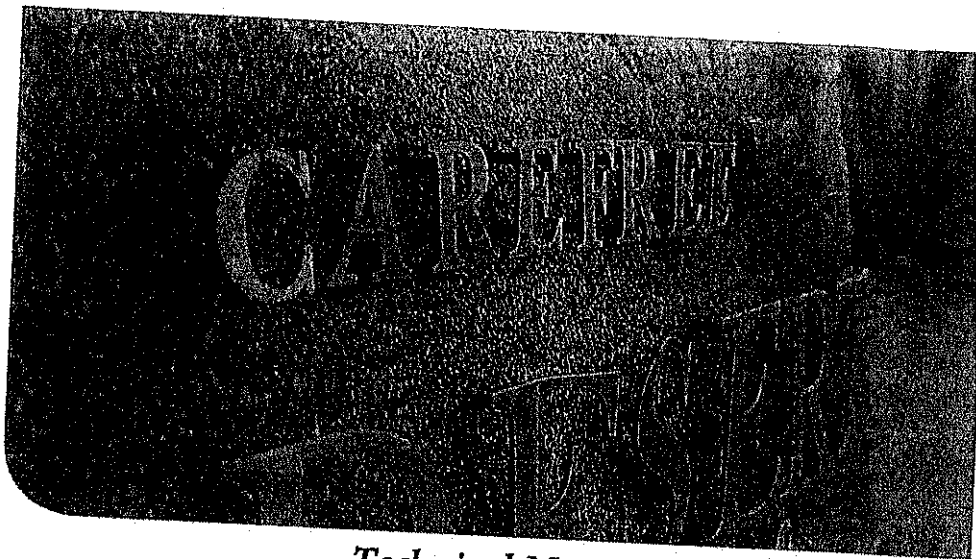
Kimely-Horn and staff have met with the project's Stakeholder Group eight times, provided updates to the Commission, conducted several neighborhood meetings, held a joint work session with Town Council, and recently held a communitywide meeting to include discussions on wayfinding, circulation, and redevelopment. Staff believes this is a thoroughly vetted and high-quality document.

On October 17, 2022, the Planning and Zoning Commission had their opportunity to comment on the last draft of the Plan before discussing it in its final draft form next month. Comments from this meeting included:

- Understanding the generic nature of the text versus specificity;
- Ensuring the arrows on the high-speed signs accurately pointed to parking;
- Providing a scale figure in the document for each sign to understand its size in relation to the sign type;
- Confirming the color-coding particularly as it pertains to the Pavilion;
- Questioning the need for a digital kiosk sign;

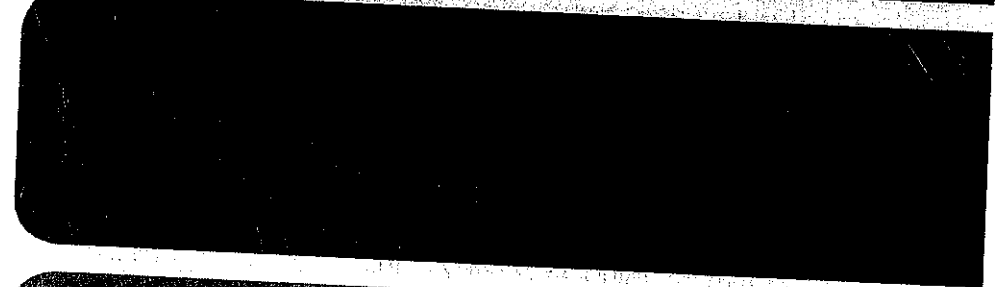
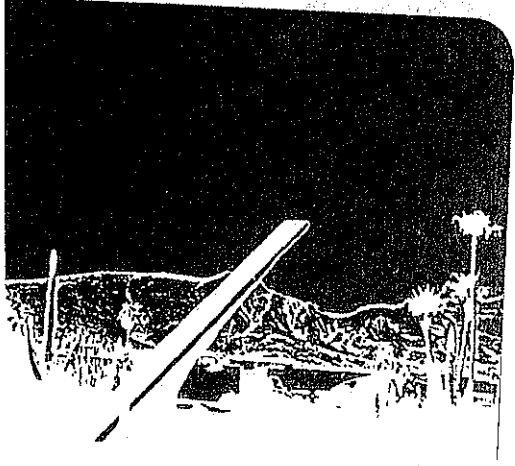
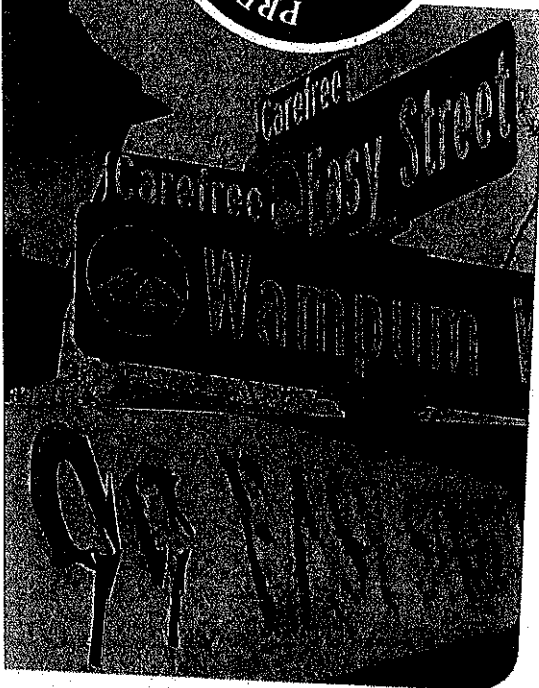


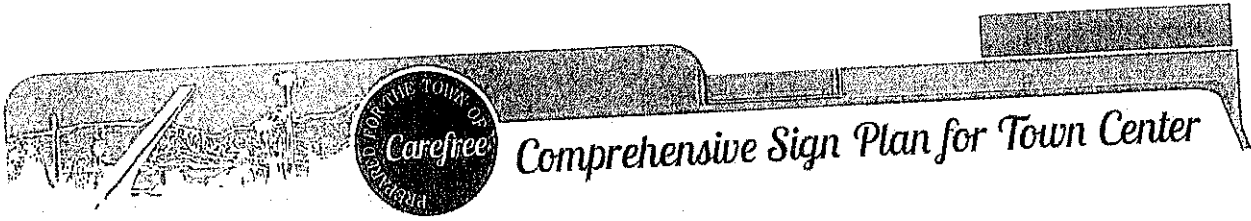
PREPARED FOR THE TOWN OF
Carefree



Technical Memorandum C

Comprehensive Sign Plan for Town Center





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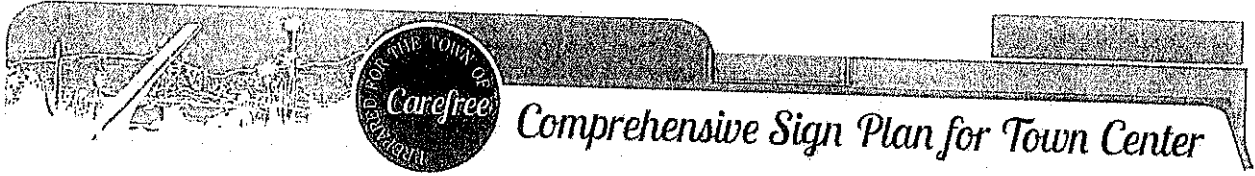


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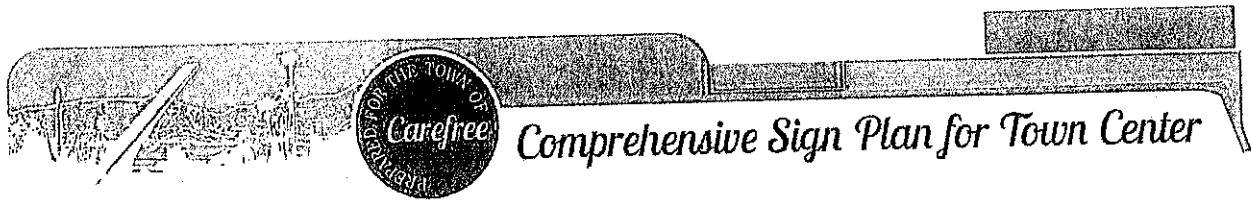
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Introduction

The intent of this document is to develop appropriate messages for the in-route wayfinding strategies identified in Technical Memorandum B (Tech Memo B) of the Town of Carefree Wayfinding and Signage Master Plan. It is recommended that a new suite of in-route sign types be developed to create a cohesive and coordinated wayfinding system throughout Town Center. New sign types that are further designed and developed in this document include:

1. Gateway Vehicular Directional Sign
2. High-Speed Vehicular Directional Sign
3. Low-Speed Vehicular Directional Sign
4. Pedestrian Directional Sign
5. Multi-Use Path Sundial Directional Sign
6. Minor Gateway Sign
7. Digital Kiosk
8. Destination Sign
9. Pedestrian Map
10. Parking Sign

Refer to **Appendix A** for a map showing the location of each sign type.

Theming Opportunities

As recommended in Tech Memo B, new wayfinding and directional signage for both vehicles and pedestrians should be color coded to provide distinctions between recreational, commercial, and municipal destinations throughout Town Center.

Themed signage was developed so that visitors can easily and quickly identify their desired destination. The directional and destinations signs are color-coordinated according to the following destination types:

1. Recreational: Olive Green
2. Commercial: Burnt Orange
3. Municipal: Dark Goldenrod

In addition to the three colors identified above, complementary colors as identified in *Figure 1* have been identified for additional interest in the sign designs. These colors bring warmth to the identified color palette, mirror the tones of the natural surroundings, and provide consistency across the wayfinding signage.

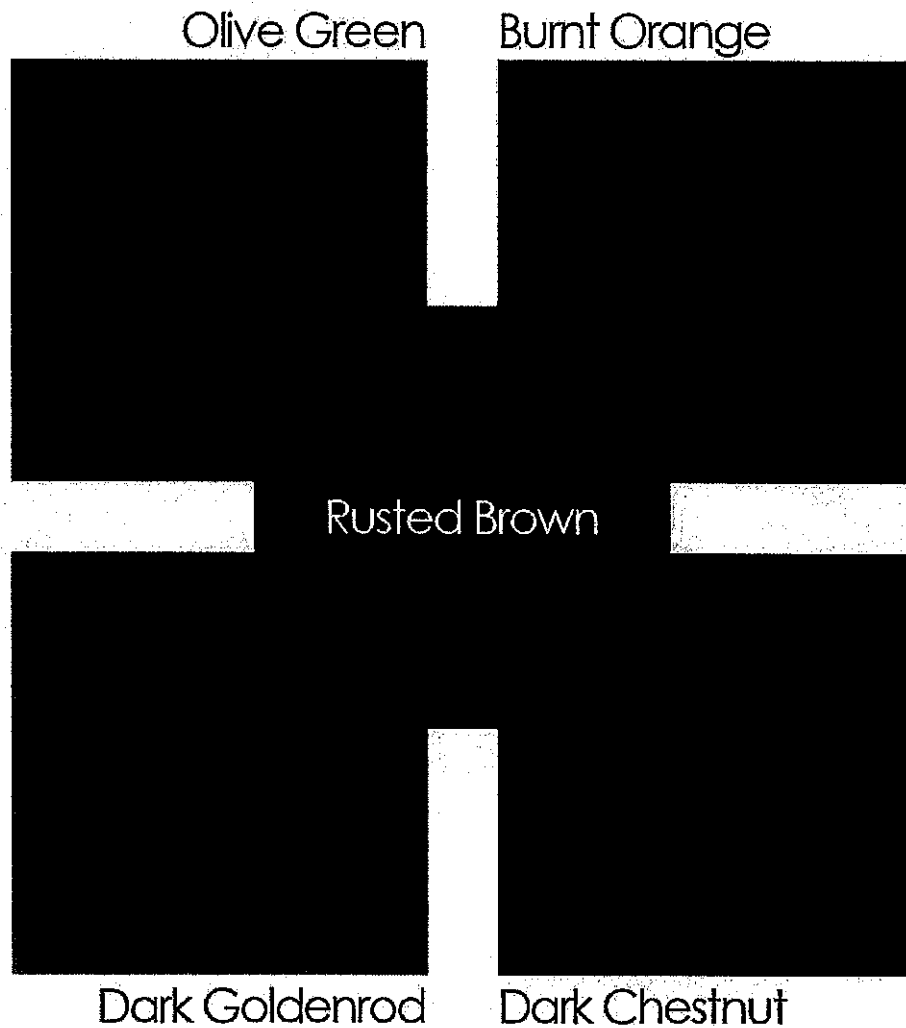
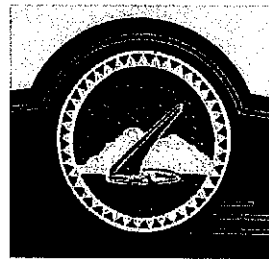


Figure 1: Signage Color Palette

Existing signs within Town Center currently feature hummingbird or sundial icons which could be reflected in the new sign designs as well. See *Figure 2* for two options that are being considered for the new signs to complement the existing themes within Town Center.



Existing Hummingbird Icon in Town Center



Existing Sundial Icon in Town Center

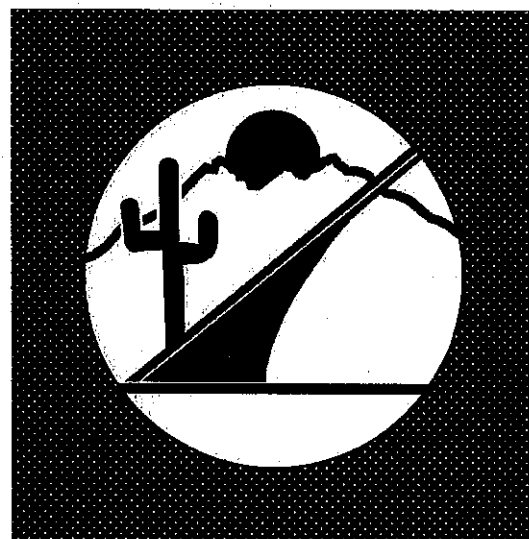


Figure 2: Potential New Sign Icons

Gateway Vehicular Directional Sign

Gateway Vehicular Directional Signs (GW) provide guidance to area destinations for the vehicular traveler while also serving as an iconic entry feature as one approaches Town Center. Signs include destination names and directional arrows. To reinforce the various destination types that have been identified within Town Center, the accent color within each sign will match the color for the corresponding destination type.

These signs will also serve as iconic exit features for travelers leaving Town Center. As such, there is an opportunity to include a fun 'goodbye' message on the back side of the signs. The specific message to be included on the back side of the sign could be determined either by committee or by area residents.

Refer to *Figures 3 & 4* for the proposed sign design and possible messaging, *Figure 5* for the recommended location of each sign, and **Appendix B** for the messaging associated with the Gateway Vehicular Directional Signs. Refer to **Appendix C** for all sign designs.



Figure 3: Gateway Vehicular Directional Sign (Front)

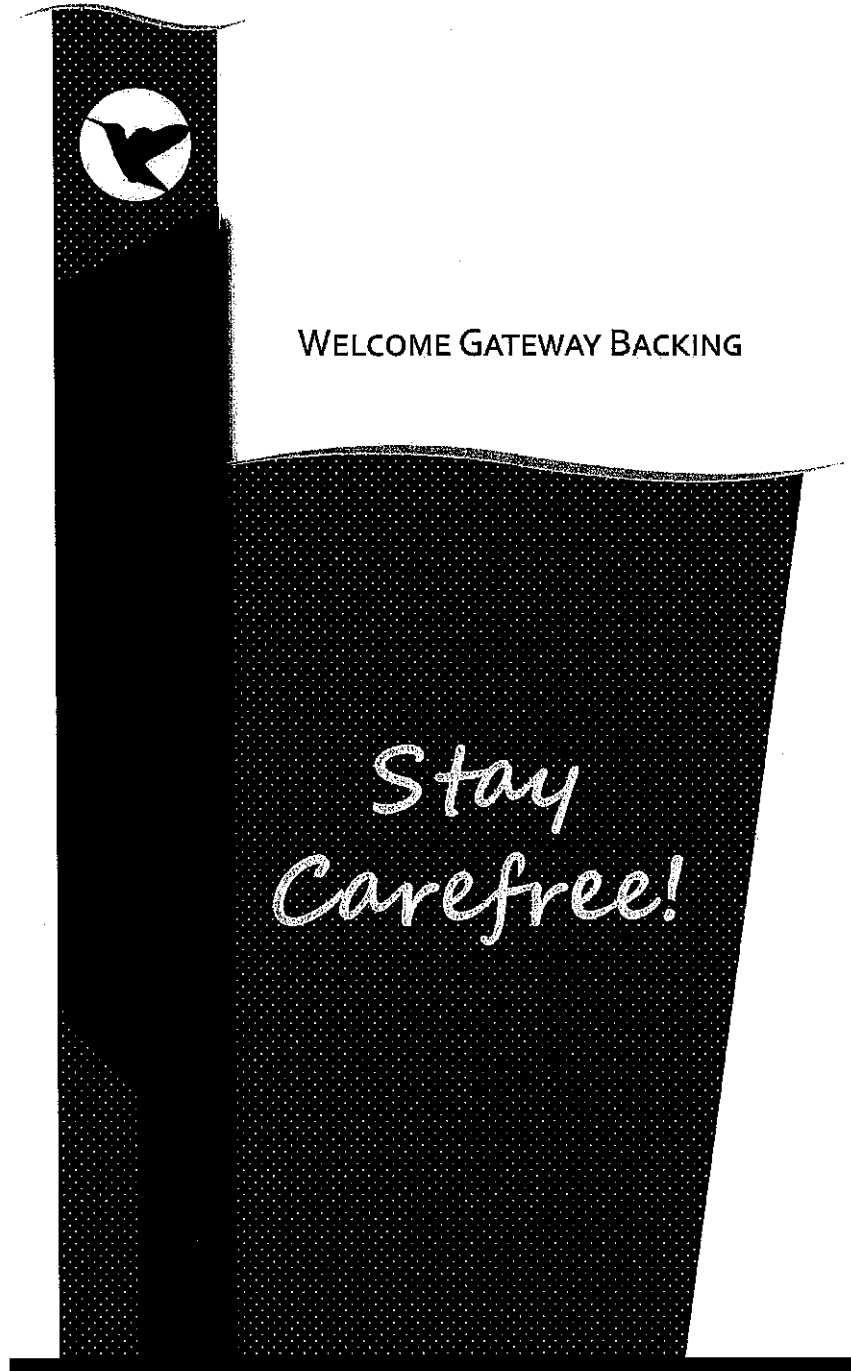


Figure 4: Gateway Vehicular Directional Sign (Back)

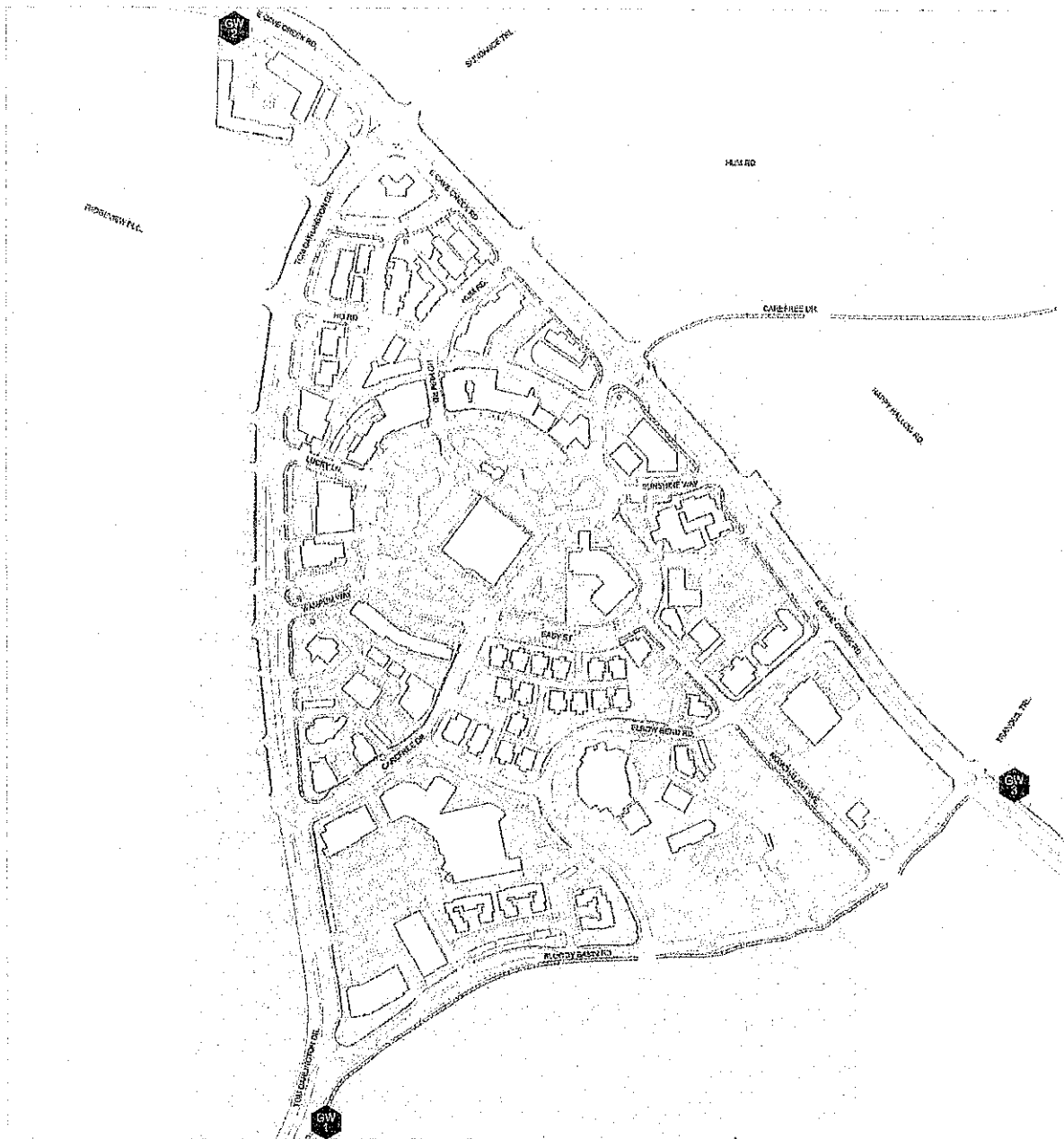


Figure 5: Recommended Locations of Gateway Vehicular Directional Signs

High-Speed Vehicular Directional Sign

High-Speed Vehicular Directional Signs (HS) provide guidance to area destinations for the vehicular travelers along N Tom Darlington Drive and E Cave Creek Road. Signs include destination names and directional arrows. To reinforce the various destination types that have been identified within Town Center, the accent color within each sign will match the color for the corresponding destination type. Refer to *Figure 6* for the proposed sign design, *Figure 7* for the recommended location of each sign, and **Appendix B** for the messaging associated with the High-Speed Vehicular Directional Signs.



Figure 6: High-Speed Vehicular Directional Sign

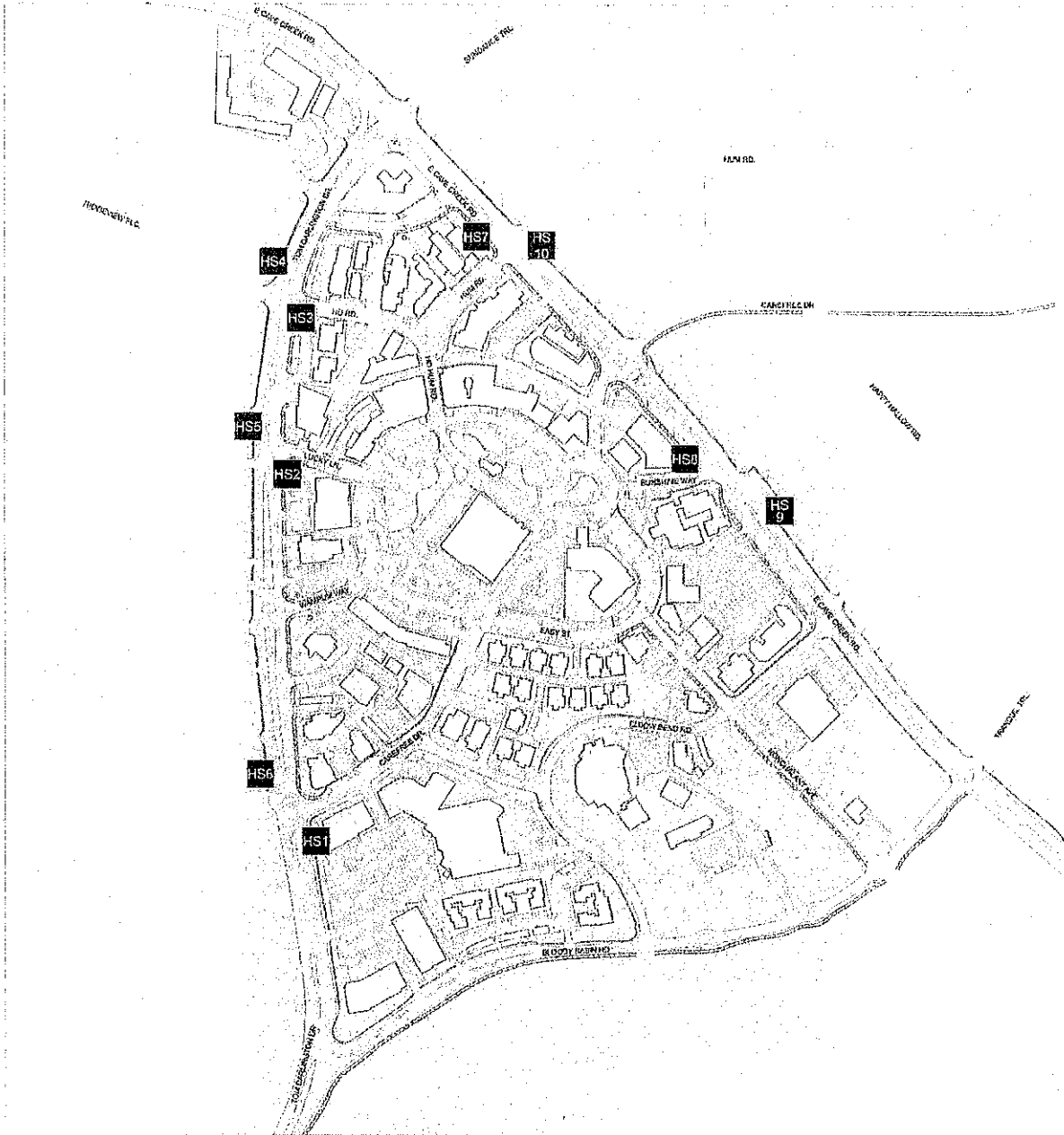


Figure 7: Recommended Locations of High-Speed Vehicular Directional Signs

Low-Speed Vehicular Directional Sign

Low-Speed Vehicular Directional Signs (LS) provide guidance to area destinations for vehicular travelers within Town Center. Signs include destination names and directional arrows. Accent colors continue to match the destination types that have been identified for Town Center. Refer to *Figure 8* for the proposed sign design, *Figure 9* for the recommended location of each sign, and **Appendix B** for the messaging associated with the Low-Speed Vehicular Directional Signs.



Figure 8: Low-Speed Vehicular Directional Sign



Figure 9: Recommended Locations of Low-Speed Vehicular Directional Signs

Pedestrian Directional Sign

Pedestrian Directional Signs (P) provide guidance to area destinations for pedestrians/bicyclists along the future multi-use pathways and sidewalks within Town Center. Signs include destination names, directional arrows and optional approximate distances. Accent colors continue to match the destination types that have been identified for Town Center. Refer to *Figure 10* for the proposed sign design, *Figure 11* for the recommended location of each sign, and **Appendix B** for the messaging associated with the Pedestrian Directional Signs.



Figure 10. Pedestrian Directional Sign



Figure 11: Recommended Locations of Pedestrian Directional Signs

Multi-Use Path Sundial Directional Sign

There is potential to repurpose the existing sundial-inspired directional signs along the future multi-use pathway. It is recommended that the existing horizontal panels that currently display text be replaced with colored panels to match the themes developed for the new wayfinding signs. Refer to *Figure 12* for the proposed sign design, *Figure 13* for the recommended location of each sign, and **Appendix B** for the messaging associated with the Multi-Use Path Sundial Directional Signs.

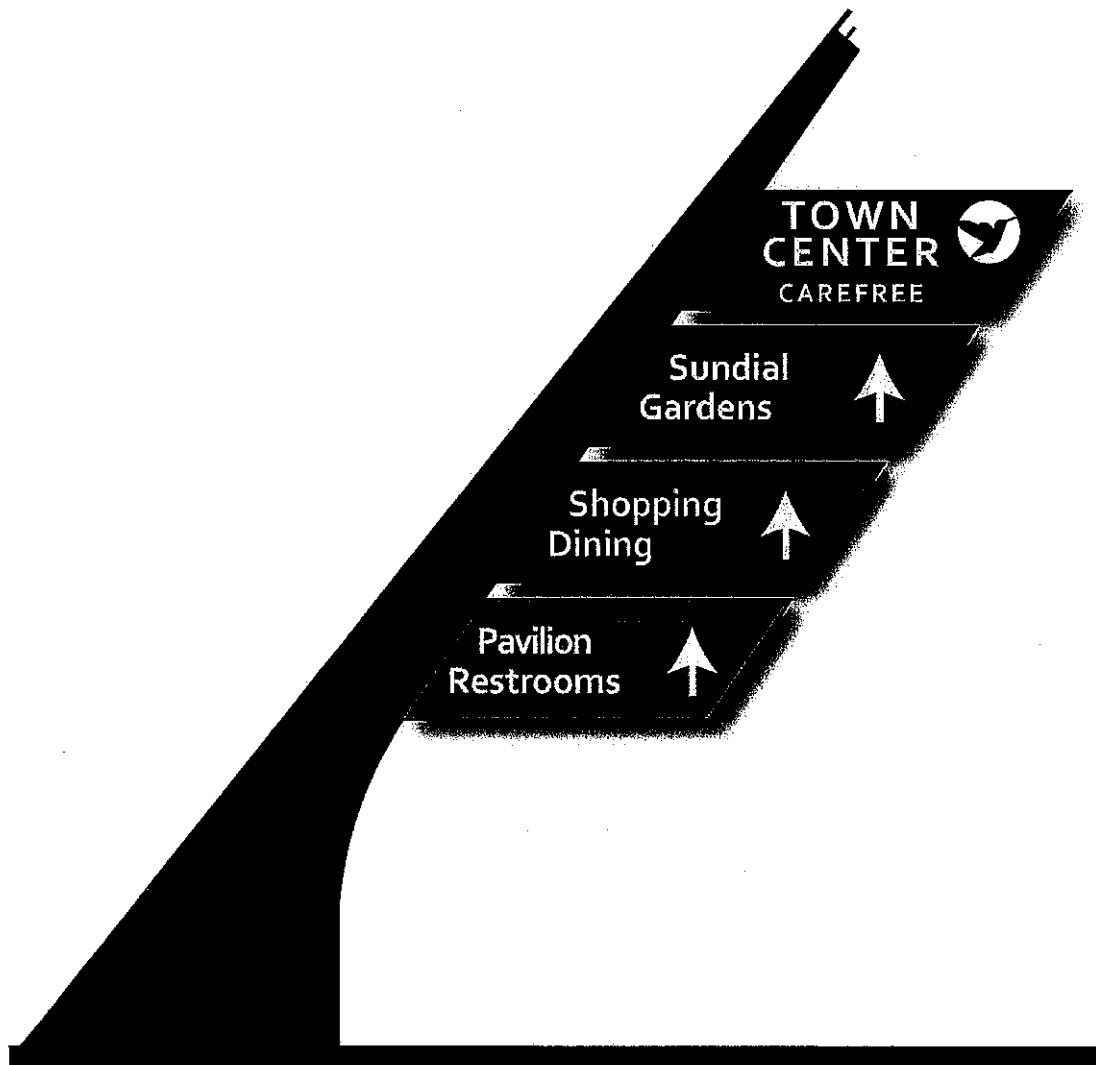


Figure 12: Multi-Use Path Sundial Directional Sign

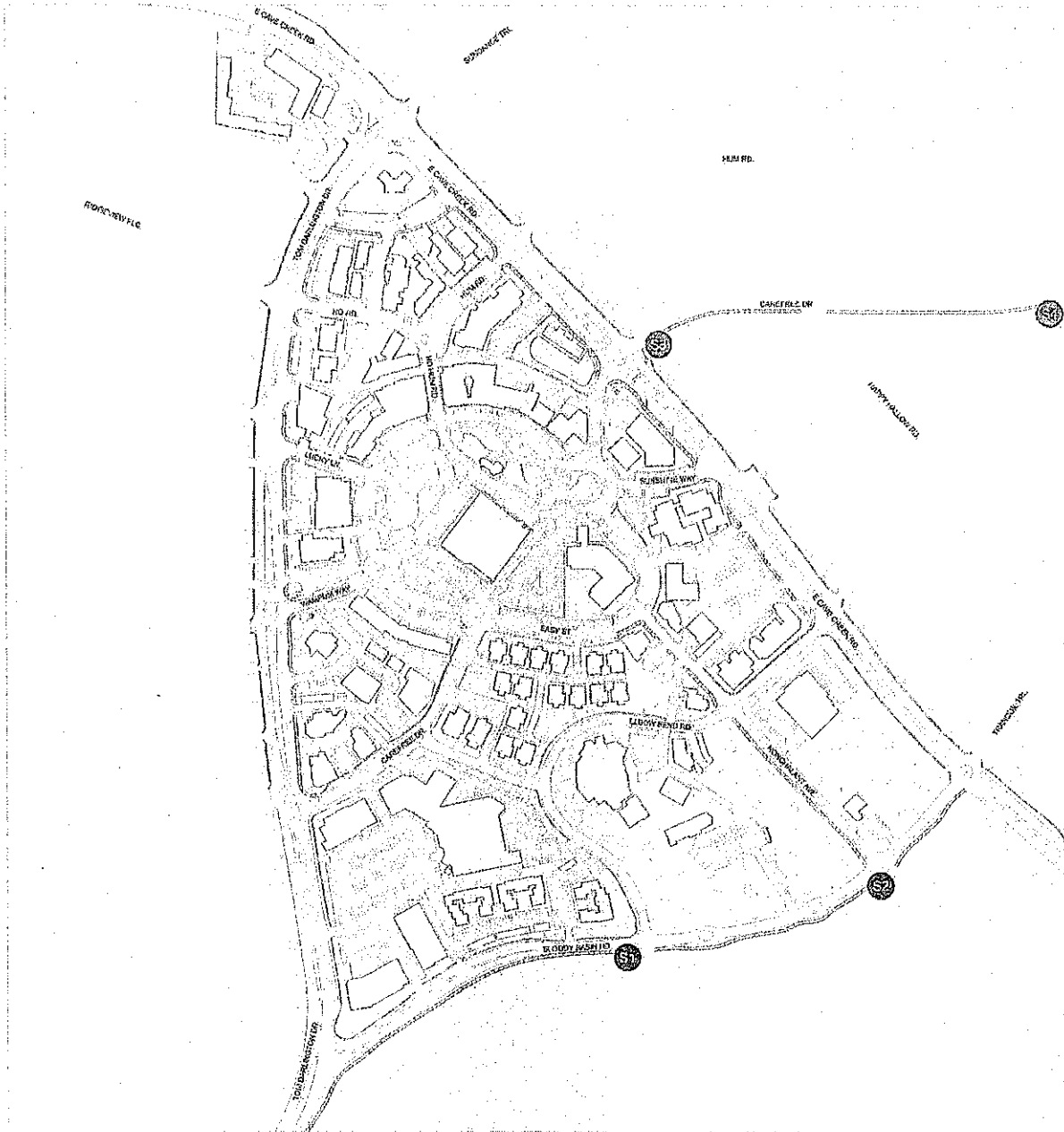
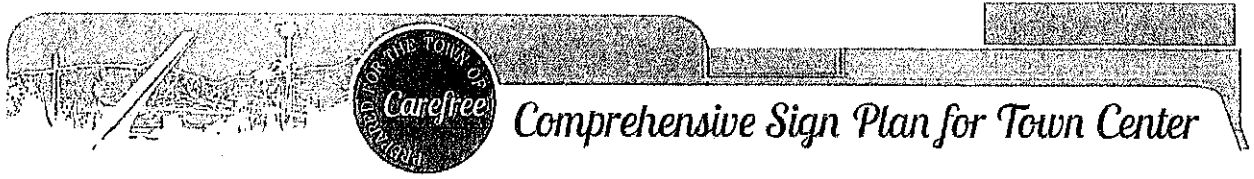


Figure 13: Recommended Locations of Multi-Use Path Sundial Directional Signs



Minor Gateway Sign

Minor Gateway Signs serve as an iconic entry feature to Town Center for both the vehicular traveler and pedestrian/bicyclist. Refer to *Figure 14* for the proposed sign design and *Figure 15* for the recommended location of each sign.



Figure 14: Minor Gateway Sign

THE TOWN OF
Carefree
 Comprehensive Sign Plan for Town Center



Figure 15: Recommended Locations of Minor Gateway Signs

Digital Kiosk

Digital Kiosks feature a large touchscreen display that provides a variety of information including an interactive map of Town Center, a directory of local businesses, and a listing of community events. Refer to *Figure 16* for the proposed digital kiosk design and *Figure 17* for the recommended location.

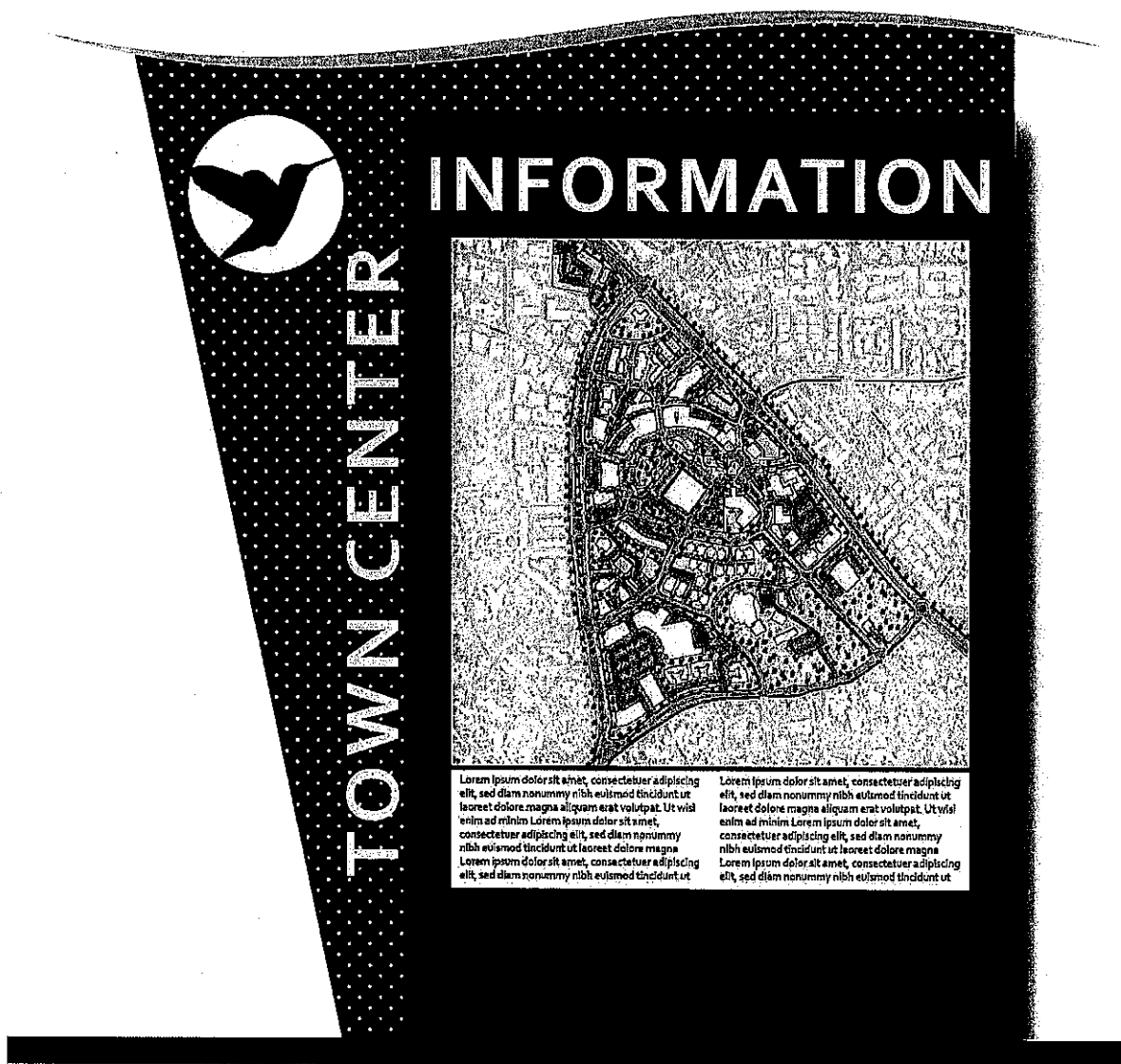


Figure 16: Digital Kiosk



Figure 17: Recommended Location of Digital Kiosk

Destination Sign

Destination Signs indicate arrival at one of the community destinations within Town Center. To reinforce the various destination types that have been identified for Town Center, the accent color within each sign will match the color for the corresponding destination type. Refer to *Figure 18* for the proposed sign design and *Figure 19* for the recommended location of each sign.



Figure 18: Destination Sign



Figure 19: Recommended Location of Destination Signs

Pedestrian Map

Pedestrian Maps provide direction to pedestrians at parking lots once they have exited their vehicle. Signs include a map of Town Center and a town directory. Refer to *Figure 20* for the proposed sign design and *Figure 21* for the recommended location of each sign.

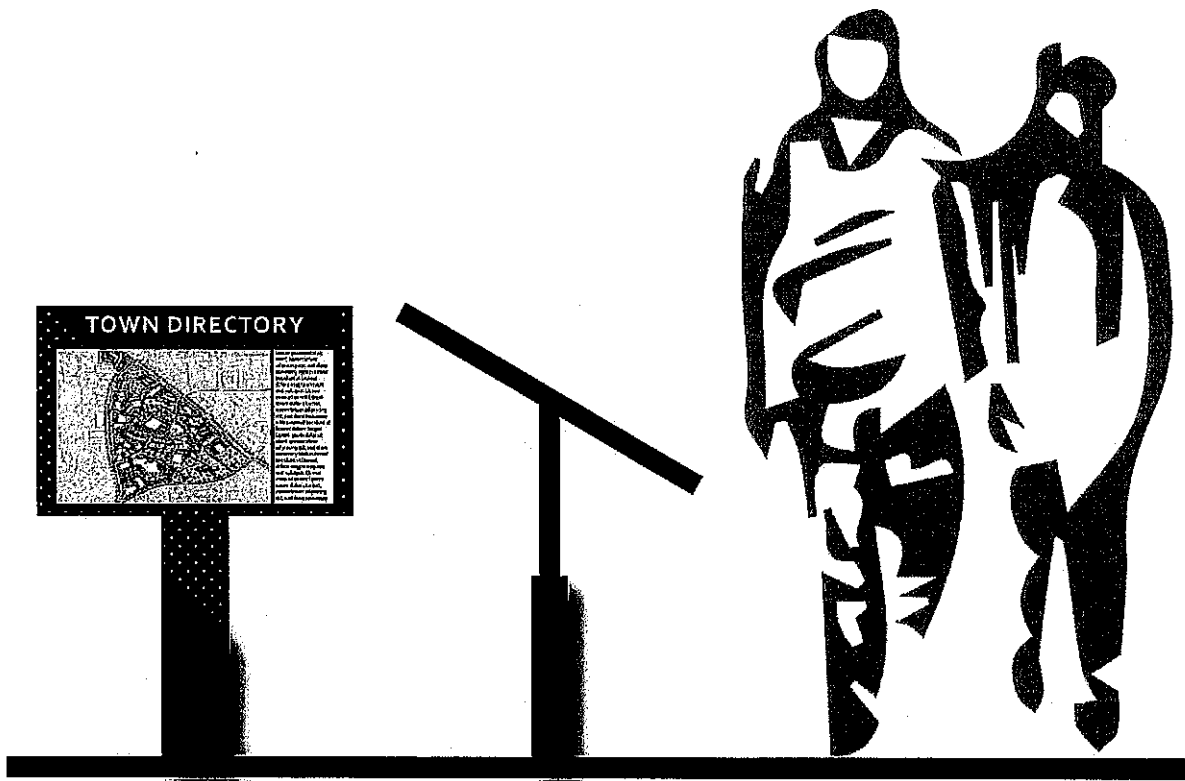


Figure 20: Pedestrian Map



Figure 21: Recommended Location of Pedestrian Maps

Parking Sign

Parking Signs indicate areas suitable for public parking. Refer to *Figure 22* for the proposed sign design.

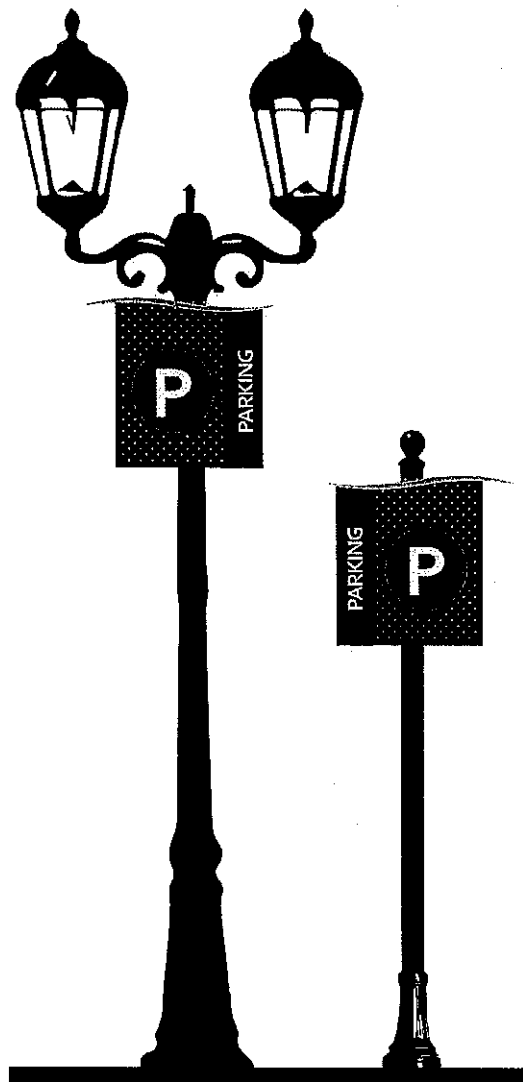
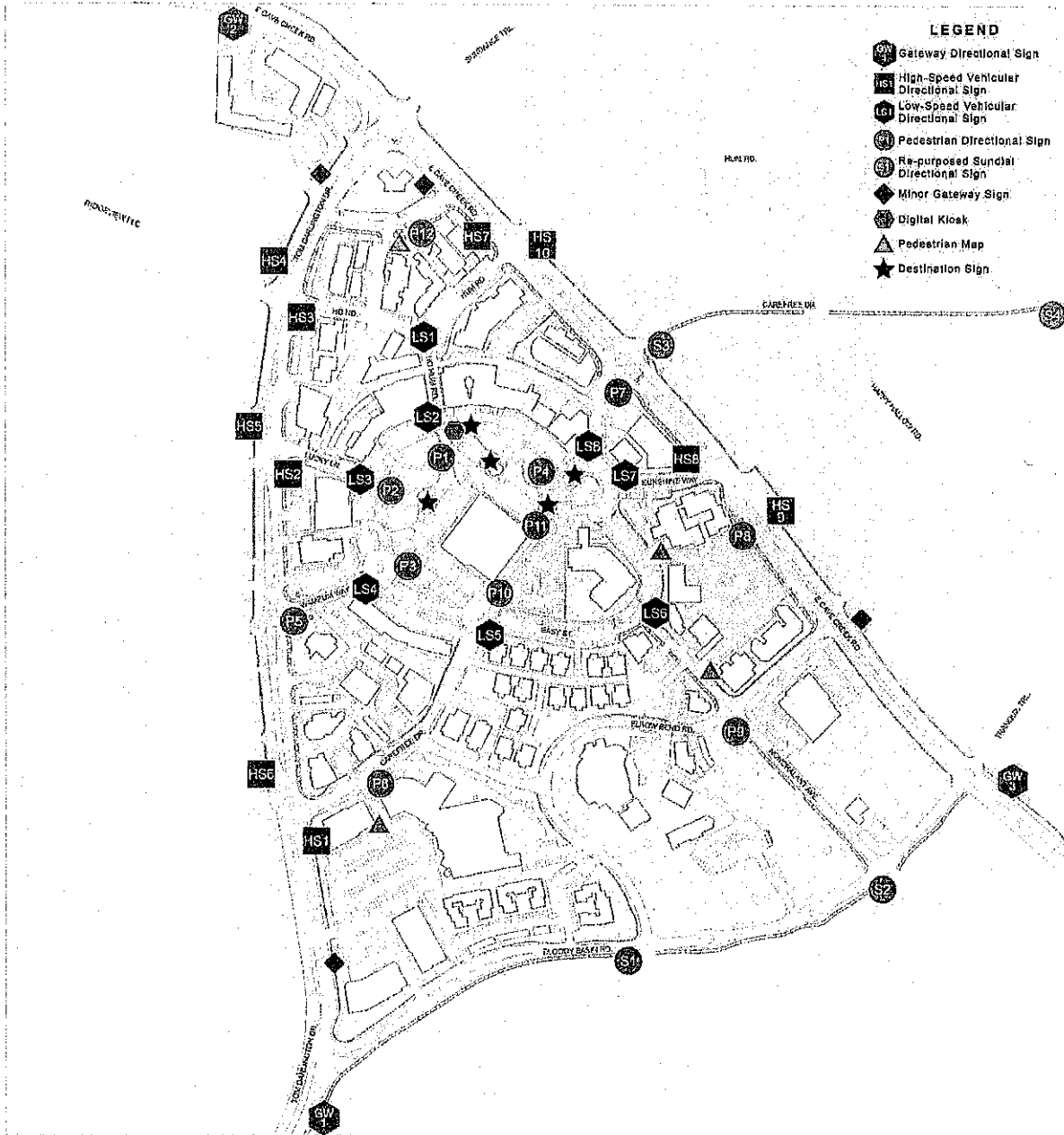


Figure 22: Parking Sign

Appendix A



Carefree Town Center Wayfinding Signage Location Plan

Appendix B

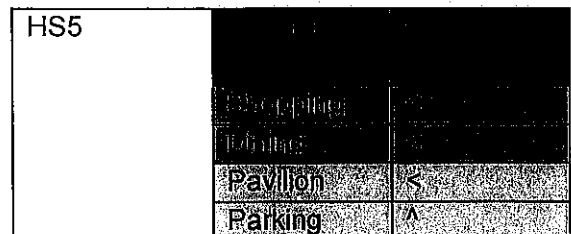
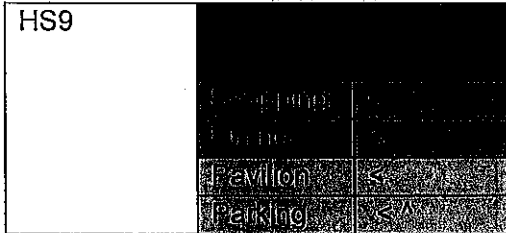
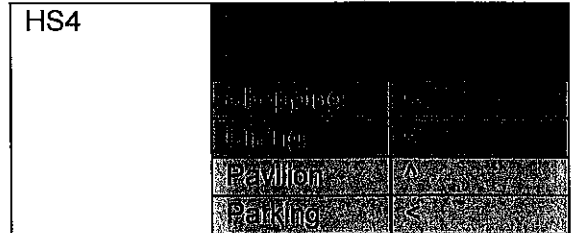
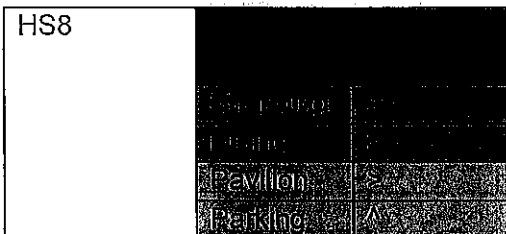
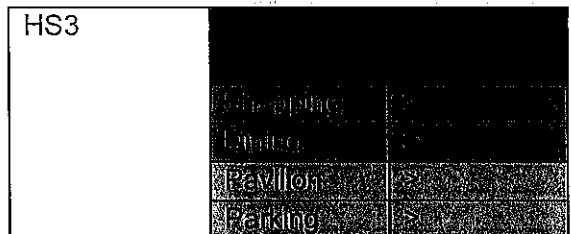
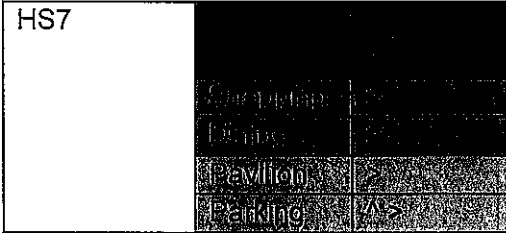
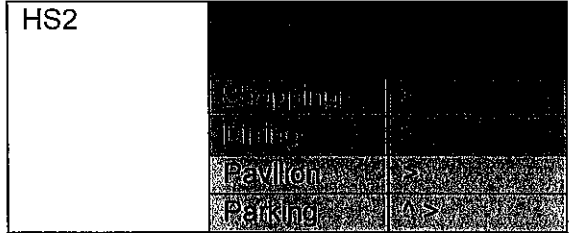
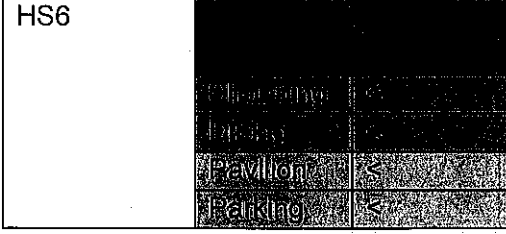
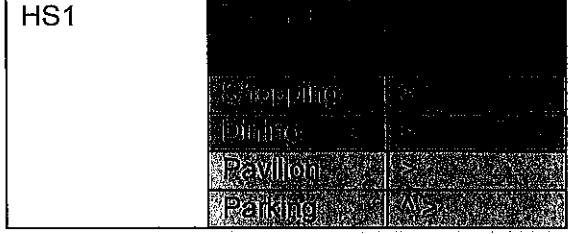
Gateway Directional Signs

| | | |
|-----|-------------|---|
| GW1 | [Dark Area] | |
| | Town Center | ▲ |
| | Pavillon | ▲ |

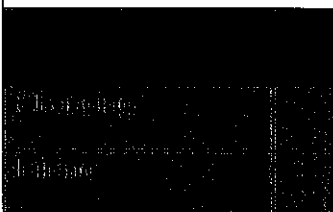
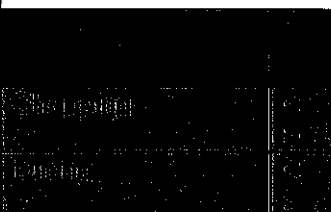
| | | |
|-----|-------------|---|
| GW2 | [Dark Area] | |
| | Town Center | ▲ |
| | Pavillon | ▲ |


| | | |
|-----|-------------|---|
| GW3 | [Dark Area] | |
| | Town Center | ▲ |
| | Pavillon | ▲ |


High-Speed Vehicular Directional Signs

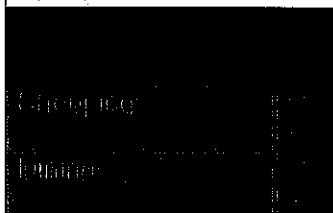



Low-Speed Vehicular Directional Signs

| | | |
|-----|---|--|
| LS1 | SIDE 1 | SIDE 2 |
| |  |  |
| | Pavillion > | Pavillion < |
| | Visitor Center > | Visitor Center < |
| | Restrooms > | Restrooms < |


| | | |
|-----|--|--------|
| LS2 | SIDE 1 | SIDE 2 |
| |  | NA |
| | Pavillion < | |
| | Visitor Center < | |
| | Restrooms < | |

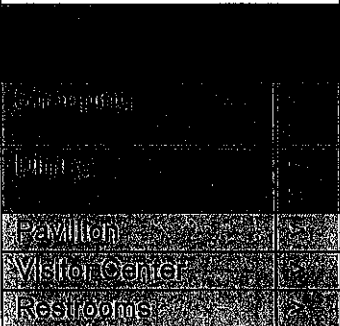
| | | |
|-----|---|--------|
| LS3 | SIDE 1 | SIDE 2 |
| |  | NA |
| | Pavillion < | |
| | Visitor Center < | |
| | Restrooms < | |

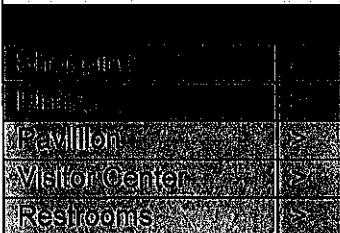
| | | |
|-----|---|--------|
| LS4 | SIDE 1 | SIDE 2 |
| |  | NA |
| | Pavillion < | |
| | Visitor Center < | |
| | Restrooms < | |

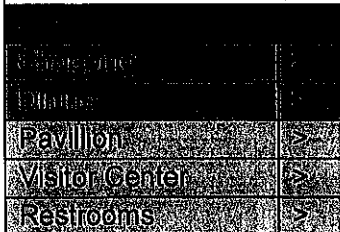


Comprehensive Sign Plan for Town Center

| | | |
|-----|---|--------|
| LS5 | SIDE 1 | SIDE 2 |
| |  | NA |
| | | |
| | | |
| | | |

| | | |
|-----|--|--------|
| LS6 | SIDE 1 | SIDE 2 |
| |  | NA |
| | | |
| | | |
| | | |

| | | |
|-----|---|--------|
| LS7 | SIDE 1 | SIDE 2 |
| |  | NA |
| | | |
| | | |
| | | |

| | | |
|-----|---|--------|
| LS8 | SIDE 1 | SIDE 2 |
| |  | NA |
| | | |
| | | |
| | | |

Pedestrian Directional Signs

| | | | | | | | | | | | | | |
|----------------|--|-----------|----------------|----------------|-----------|-----------|---|--|-----------|---|----------------|---|-----------|
| P1 | SIDE 1 | SIDE 2 | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | <table border="1"> <tr> <td>Visitor Center</td> <td>></td> </tr> <tr> <td>Restrooms</td> <td>></td> </tr> </table> | | Visitor Center | > | Restrooms | > | | | | | | | |
| Visitor Center | > | | | | | | | | | | | | |
| Restrooms | > | | | | | | | | | | | | |
| P2 | SIDE 1 | SIDE 2 | | | | | | | | | | | |
| | | N/A | | | | | | | | | | | |
| | <table border="1"> <tr> <td>Pavillion</td> <td>></td> </tr> <tr> <td>Visitor Center</td> <td>></td> </tr> <tr> <td>Restrooms</td> <td>></td> </tr> </table> | Pavillion | > | Visitor Center | > | Restrooms | > | | | | | | |
| Pavillion | > | | | | | | | | | | | | |
| Visitor Center | > | | | | | | | | | | | | |
| Restrooms | > | | | | | | | | | | | | |
| P3 | SIDE 1 | SIDE 2 | | | | | | | | | | | |
| | | N/A | | | | | | | | | | | |
| | <table border="1"> <tr> <td>Pavillion</td> <td>></td> </tr> <tr> <td>Visitor Center</td> <td>></td> </tr> <tr> <td>Restrooms</td> <td>></td> </tr> </table> | Pavillion | > | Visitor Center | > | Restrooms | > | | | | | | |
| Pavillion | > | | | | | | | | | | | | |
| Visitor Center | > | | | | | | | | | | | | |
| Restrooms | > | | | | | | | | | | | | |
| P4 | SIDE 1 | SIDE 2 | | | | | | | | | | | |
| | | N/A | | | | | | | | | | | |
| | <table border="1"> <tr> <td>Pavillion</td> <td>></td> </tr> <tr> <td>Visitor Center</td> <td>></td> </tr> <tr> <td>Restrooms</td> <td>></td> </tr> </table> | Pavillion | > | Visitor Center | > | Restrooms | > | | | | | | |
| Pavillion | > | | | | | | | | | | | | |
| Visitor Center | > | | | | | | | | | | | | |
| Restrooms | > | | | | | | | | | | | | |
| P5 | SIDE 1 | SIDE 2 | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | <table border="1"> <tr> <td>Pavillion</td> <td>></td> </tr> <tr> <td>Visitor Center</td> <td>></td> </tr> <tr> <td>Restrooms</td> <td>></td> </tr> </table> | Pavillion | > | Visitor Center | > | Restrooms | > | <table border="1"> <tr> <td>Pavillion</td> <td><</td> </tr> <tr> <td>Visitor Center</td> <td><</td> </tr> <tr> <td>Restrooms</td> <td><</td> </tr> </table> | Pavillion | < | Visitor Center | < | Restrooms |
| Pavillion | > | | | | | | | | | | | | |
| Visitor Center | > | | | | | | | | | | | | |
| Restrooms | > | | | | | | | | | | | | |
| Pavillion | < | | | | | | | | | | | | |
| Visitor Center | < | | | | | | | | | | | | |
| Restrooms | < | | | | | | | | | | | | |




Comprehensive Sign Plan for Town Center

| | | |
|----|----------------|--------|
| P6 | SIDE 1 | SIDE 2 |
| | Shopping | N/A |
| | Dining | |
| | Pavillion | |
| | Visitor Center | |
| | Restrooms | |

| | | |
|----|----------------|----------------|
| P7 | SIDE 1 | SIDE 2 |
| | Shopping | Shopping |
| | Dining | Dining |
| | Pavillion | Pavillion |
| | Visitor Center | Visitor Center |
| | Restrooms | Restrooms |

| | | |
|----|----------------|--------|
| P8 | SIDE 1 | SIDE 2 |
| | Shopping | N/A |
| | Dining | |
| | Pavillion | |
| | Visitor Center | |
| | Restrooms | |

| | | |
|----|----------------|--------|
| P9 | SIDE 1 | SIDE 2 |
| | Shopping | N/A |
| | Dining | |
| | Pavillion | |
| | Visitor Center | |
| | Restrooms | |



Comprehensive Sign Plan for Town Center

| | | |
|-----|----------------|---|
| P10 | SIDE 1 | |
| | | |
| | Pavillion | ^ |
| | Visitor Center | ^ |
| | Restrooms | ^ |

| | |
|----------------|---|
| SIDE 2 | |
| | |
| Pavillion | > |
| Visitor Center | > |
| Restrooms | > |

| | | |
|-----|----------------|---|
| P11 | SIDE 1 | |
| | | |
| | Pavillion | ^ |
| | Visitor Center | ^ |
| | Restrooms | ^ |

| | |
|----------------|---|
| SIDE 2 | |
| | |
| Pavillion | > |
| Visitor Center | > |
| Restrooms | > |

| | | |
|-----|----------------|---|
| P12 | SIDE 1 | |
| | | |
| | Pavillion | ^ |
| | Visitor Center | ^ |
| | Restrooms | ^ |

| | |
|--------|--|
| SIDE 2 | |
| N/A | |

Multi-Use Pathway Sundial Directional Signs

| | | |
|-----------|-------------|---|
| S1 | SIDE 1 | |
| | [Dark area] | |
| | Shopping | ▲ |
| | Dining | ▲ |
| | Pavilion | ▲ |
| Restrooms | ▲ | |

| | |
|--------|--|
| SIDE 2 | |
| N/A | |

| | | |
|-----------|-------------|---|
| S2 | SIDE 1 | |
| | [Dark area] | |
| | Shopping | ▲ |
| | Dining | ▲ |
| | Pavilion | ▲ |
| Restrooms | ▲ | |

| | |
|-------------|---|
| SIDE 2 | |
| [Dark area] | |
| Shopping | ▲ |
| Dining | ▲ |
| Pavilion | ▲ |
| Restrooms | ▲ |

| | | |
|-----------|-------------|---|
| S3 | SIDE 1 | |
| | [Dark area] | |
| | Shopping | ▲ |
| | Dining | ▲ |
| | Pavilion | ▲ |
| Restrooms | ▲ | |

| | |
|--------|--|
| SIDE 2 | |
| N/A | |

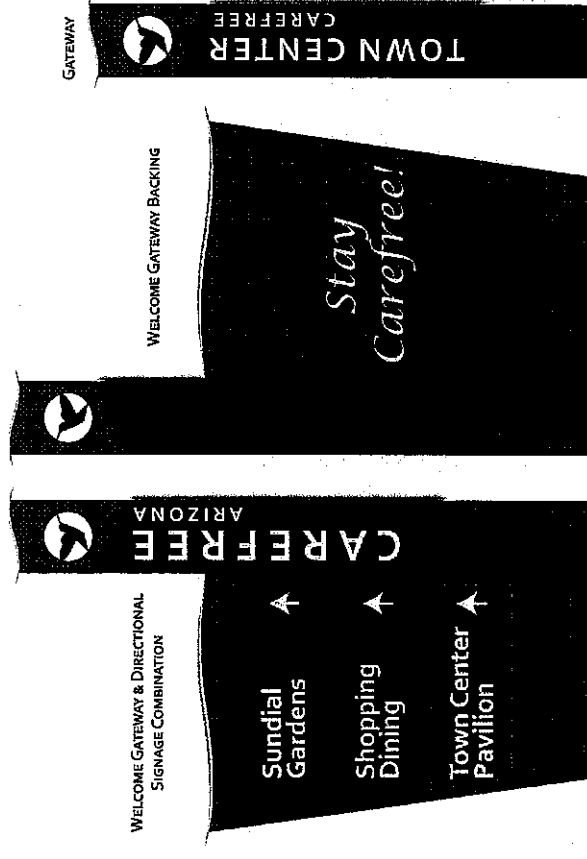
| | | |
|-----------|-------------|---|
| S4 | SIDE 1 | |
| | [Dark area] | |
| | Shopping | ▲ |
| | Dining | ▲ |
| | Pavilion | ▲ |
| Restrooms | ▲ | |

| | |
|--------|--|
| SIDE 2 | |
| N/A | |

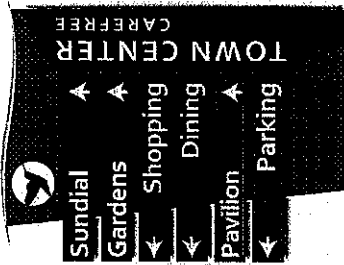


Appendix C

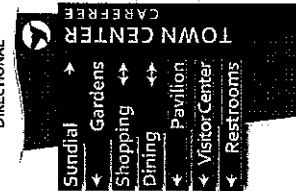
PREFERRED SIGNAGE OPTION



HIGH-SPEED DIRECTIONAL



LOW-SPEED DIRECTIONAL



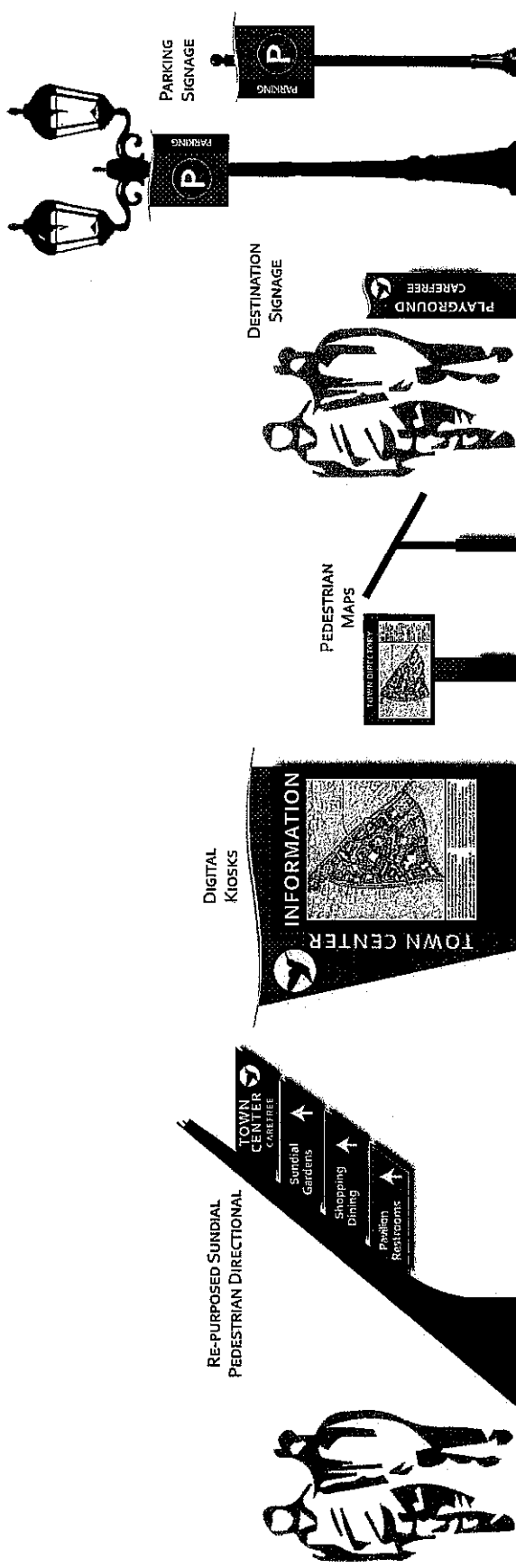
PEDESTRIAN DIRECTIONAL



Kimley-Horn
Associates, Inc.



PREFERRED SIGNAGE OPTION



7

**TOWN OF CAREFREE
INFORMATION SUMMARY**



MEETING DATE:
October 25th, 2022

SUBJECT:
Adoption of the revised Building Code to comply with the 2018 International Building Code

ATTACHMENT:

- Article 10-1 Comprehensive Building Safety Code
- Town of Carefree Fire Department 2018 International Fire Codes, Amendments and Additions

SUMMARY:
To help bring the Town of Carefree into current code cycles to match neighboring communities, we would like to Adopt the 2018 International Building Codes. To bring the Town's codes current with today's building standards used by design professionals and builders. Adoption of newer codes will help design professionals and builders for projects similarly built-in other jurisdictions using the same 2018 codes, saves time on research of old code cycles for projects. For example, newer codes help with new technology for solar energy, energy efficiency of properties, as well as new mechanical, plumbing, and electrical changes for builders, designers, and homeowners that are commonly used in the field today, that are not allowed under current codes.

Once adopted, from the effective date of January 24, 2023, we will be able to accept new plan submittals for the 2018 IBC codes and give a 6-month transitional window for residents and builders to submit under the existing 2003 codes and 1994 UPC. All permits already issued under existing code cycles will still be inspected under the code cycles, for which the plans were approved.

TOWN COUNCIL ACTION:

1. Approval of Ordinance 2022-02 adopting the revised Building Code to comply with the 2018 International Building Code and Town amendments.

REPORT PREPARED BY:
Joshua Rison, Town Building Official



ORDINANCE NO. 2022- 02

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF CAREFREE, MARICOPA COUNTY, ARIZONA, AMENDING SECTION 10-1-1 OF ARTICLE 10-1 OF THE TOWN OF CAREFREE CODE TO PROVIDE FOR THE ADOPTION AND AMENDMENT OF CODES AND REGULATIONS FOR BUILDINGS, STRUCTURES AND USES THEREOF; PROVIDING FOR REPEAL OF EXISTING PROVISIONS OF THE TOWN CODE; PROVIDING FOR SEPARABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

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

SECTION 1: AMENDMENT OF SECTION 10-1 OF THE CAREFREE TOWN CODE:

The following described documents including amendments thereto are hereby adopted by reference as the code for regulating the erection, construction, enlargement, alterations, repairs, moving, removal, demolition, conversion, occupancy, equipment use, height, area and maintenance of buildings, structures and improvements in the Town of Carefree and for regulating conditions and hazards to life and property from fire or explosions. Each and all of the following regulations, provisions, conditions and terms of the following described documents and amendments thereto are hereby referred to, adopted and made a part of Section 10-1-1 of Article 10-1 of the Carefree Town Code as though fully set forth therein unless any portion thereof is in conflict with the Town of Carefree Zoning Ordinance which shall take precedence:

- A. 2018 INTERNATIONAL BUILDING CODE AND AMENDMENTS (collectively "IBC"); Published by International Code Council, Inc.
- B. 2018 INTERNATIONAL RESIDENTIAL CODE AND AMENDMENTS (collectively "IRC"); Published by International Code Council, Inc.
- C. 2018 INTERNATIONAL PLUMBING CODE AND AMENDMENTS (collectively "IPC"); Published by International Code Council, Inc.

- D. 2017 NATIONAL ELECTRICAL CODE AND AMENDMENTS (collectively “NEC”); Published by National Fire Protection Council, Inc.
- E. 2018 INTERNATIONAL MECHANICAL CODE AND AMENDMENTS (collectively “IMC”); Published by International code council, Inc.
- F. 2018 INTERNATIONAL FIRE CODE AND AMENDMENTS (collectively “IFC”); Published by International Code Council, Inc.
- G. 2018 INTERNATIONAL ENERGY CONSERVATION CODE AND AMENDMENTS (collectively “IECC”); Published by International Code Council, Inc.
- H. 2018 INTERNATIONAL FUEL GAS CODE AND AMENDMENTS (collectively “IFGC”); Published by International Code Council, Inc.
- I. 2018 INTERNATIONAL PROPERTY MAINTENANCE CODE AND AMENDMENTS (collectively “IPMC”); Published by International Code Council, Inc.
- J. 2018 INTERNATIONAL EXISTING BUILDING CODE AND AMENDMENTS (collectively “IEBC”); Published by International Code Council, Inc.

The IBC, IRC, IPC, NEC, IMC, IFC, IECC, IFGC, IPMC, IEBC, UADB and USP are “codes” within the meaning of A.R.S. section 9-801. The Town of Carefree Adobe Code and Conducting Blasting Operations Code are hereby declared to be a public record of the Town of Carefree. Three copies of each of the foregoing documents have been and shall remain on file in the office of the town clerk and kept available for use and inspection by the public during office hours.

SECTION 2.: REPEAL OF PORTIONS OF SECTION 10-1-1 OF ARTICLE 10-1 OF THE CAREFREE TOWN CODE

The 2003 IBC, 2003 IRC, 1994 UPC, 2002 NEC, 2003 IMC, 2003 IFC, 1994 UADB, 1994 USPSHTC, as defined in section 10-1-1 of Article 10-1 of the Carefree Town Code are hereby repealed as of the effective date of this ordinance. All ordinances

or parts of ordinances in conflict with the provisions of this ordinance or any part of the codes adopted herein by reference are hereby repealed as of the effective date of this ordinance.

SECTION 3: SEPARABILITY

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court or competent jurisdiction, such decision shall not effect the validity of the remaining portions thereof.

SECTION 4: EFFECTIVE DATE

This ordinance shall be effective on the ninety-first (91st) day following its adoption by the governing body of the Town of Carefree.

PASSED AND ADOPTED BY THE Mayor and Common Council of the Town of Carefree, Arizona this 25th day of October 2022

_____ AYES _____ NOES _____ ABSECTIONS _____ ABSENT

FOR THE TOWN OF CAREFREE

Les Peterson, Mayor

Date Signed: _____

ATTEST:

Kandace French Contreras, Town Clerk

APPROVED AS TO FORM:

Michael Wright, Town Attorney

Town of Carefree Fire Department

2018 International Fire Codes

Amendments and Additions

The International Fire Code (IFC), 2018 edition, as published by the International Code Council and all appendices are adopted by reference and shall be the fire code of the Town of Carefree.

The International Fire Code, 2018 Edition, adopted by the Town of Carefree by enacting this resolution is amended as follows:

Table of Contents

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| Chapter | 3 | page | 6 |
| Chapter | 4 | page | 6 |
| Chapter | 5 | pages | 7-8 |
| Chapter | 6-8 | page | 8 |
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| Chapter | 10-23 | page | 13 |
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| Chapter | 57 | page | 15 |
| Chapter | 58-60 | page | 15 |
| Chapter | 61 | pages | 15-16 |
| Chapter | 62-80 | page | 16 |
| Appendices | | page | 17 |
| Appendix | O | pages | 17-22 |
| Appendix | P | pages | 23-24 |

CHAPTER 1

ADMINISTRATION

Amend

101.1 Title. These regulations shall be known as the Town of Carefree Fire Code, hereinafter referred to as “this code”.

Amend

101.2.1 Appendices. The following appendices of the 2018 International Fire Code shall be adopted.

Appendix: A- Board of Appeals is deleted from adoption.

Appendix B Fire-Flow Requirements for Buildings.

Appendix C Fire Hydrant Locations and Distribution.

Appendix D Fire Apparatus Access Roads.

Appendix E Hazard Categories.

Appendix F Hazard Ranking.

Appendix G Cryogenic Fluids-Weight and Volume Equivalents.

Appendix H HMMP and HMIS Instructions.

Appendix I Fire Protection Systems-Non Compliant Conditions.

Appendix J Building Information Sign.

Appendix K Construction Requirements for Existing Ambulatory Care Facilities.

Appendix L Requirements for Firefighter Air Replenishment Systems.

Appendix M High Rise Buildings Retroactive Automatic Sprinkler Requirements.

Appendix N Indoor Trade Shows and Exhibitions

Add

102.7 Referenced codes and standards. The codes and standards referenced in this code shall be those that are listed in Chapter 80 and the Town of Carefree codes. The most current additions shall apply.

Amend

105.1.2 Types of Permits. Unless otherwise addressed in the code, permits regarding fire issues shall be addressed through the following approval processes and shall be considered operational permits (see definitions):

1. Special Use Permits
2. Building Permits
 - a. For the purpose of this code, this shall include construction permits, which allows the applicant to install or modify systems and equipment identified in Section 105.7
3. Civil / Utility Permits

Amend

105.2 Application. Applications for permits listed in Section 105.1.2 shall be made through the approved processes and through the approved departments of the Town of Carefree, AZ.

Amend

105.6 Required operational permits. The fire code official is authorized to issue permits for the operations and activities set forth in Sections 105.6.1 through 105.6.48. The issuance of the permits will be determined on an “as –needed” basis and shall be in the best interest of fire and life safety and in the best interest of the Town of Carefree, AZ.

Amend

105.7 Required construction permits. The Town of Carefree, AZ adopted building code shall apply to permits set forth in Sections 105.7.1 through 105.7.18.

Delete

Sections 108.1 through 108.3

Add

109.1 Board of Appeals. Reference to the “board” or “board of appeals” in this code, to hear and decide upon appeals of orders, decisions or determinations made by the fire code official or designees relative to the application and interpretation of this code, the following process is adopted:

1. The appeal shall be made in writing to the Fire Code Official of the Department.
 - a. The written appeal shall provide specific information regarding the reasons for the appeal.
 2. The Fire Code Official shall investigate the appeal and provide a written decision within 5 business days.
 3. Upon receiving the written decision, the appellant shall either accept or refuse the written decision.
 4. If the appellant refuses to accept the decision rendered by the Fire Code Official, he/she may file an appeal, in writing, to the Town of Carefree, AZ.
 5. Upon reviewing all information gathered, the Town of Carefree, AZ shall provide a written decision within 10 business days.
-

6. If the appellant refuses to accept the decision rendered by the Town of Carefree, AZ, he/she may file an appeal, in writing, to the Town of Carefree, AZ Town Administrator and request a meeting to discuss the issues.
7. Upon completion, the Town of Carefree, AZ Town Administrator's decision shall be final.

Amend

110.3 Notice of violation. When the fire code official finds a building, premises, vehicle, storage facility or outdoor area that is in violation of this code, the fire code official is authorized to prepare a written notice of the violation(s), describing the conditions deemed unsafe and, when compliance is not immediate, specifying the date and time for re-inspection.

Amend

110.4 Violation penalties. Persons who violate a provision of this code or fail to comply with any of the requirements thereof or who erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certification used under provisions of this code, shall be sentenced to a fine of not more than one thousand dollars (\$1,000.00). Each day that the violation continues after due notice has been served shall be deemed a separate offense.

Amend

112.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not more than one thousand dollars (\$1,000.00). By the Fire Code Official.

CHAPTER 2

DEFINITIONS

Amend

FIRE CODE OFFICIAL. The Fire Marshal charged with the administration and enforcement of the code.

Add

Adult and child care facilities shall meet the following requirements:

1. Interconnected smoke detectors shall be installed in all livable areas.
2. Approved evacuation maps and emergency procedures shall be posted.
3. Portable fire extinguishers shall be mounted at locations approved by the fire code official.
4. Approved UL924 Exit signs shall be mounted on all required Emergency Exit Doors.

Amend:

R-4 Residential occupancies shall include buildings arranged for occupancy as Residential Care/Assisted Living Facilities including more than five but not more than 16 occupants, excluding staff. These facilities include:

Group Youth Homes
Senior Homes

Following:

Group R-4 Residential Care/Assisted Living Facilities occupancies shall meet the requirements for construction as defined for Group R-3 except as otherwise provided for in the *International Building Code*.

Add

Residential Care / Assisted Living Facilities shall meet the following requirements:

1. Interconnected smoke detectors shall be installed in all livable areas.
2. Approved evacuation maps and emergency procedures shall be posted.
3. Portable fire extinguishers shall be mounted at locations approved by the fire code official.

Add

READILY ACCESSIBLE. Access that is capable of being reached safely and quickly for operation, repair or inspection without requiring those for whom ready access is requisite to climb over or remove obstacles, or to resort to the use of portable access equipment.

Add

SPECIAL USE PERMIT. A permit issued by the appropriate department of the Town of Carefree, AZ Government allowing a specific activity, event or condition to occur for a prescribed period is required.

CHAPTER 3

General Requirements

Amend

307.2.1 Authorization. Approval of any open burning addressed in this section shall only be permitted with approval from the State of Arizona and/or Maricopa County air and water quality management authority, provided that all conditions specified in the authorization and this section are followed.

CHAPTER 4

EMERGENCY PLANNING AND PREPAREDNESS

Add

401.3.2.1 Resetting of alarms. No person shall reset a fire or emergency alarm system, alarm initiating device or component until the fire department arrives.

Exception:

1. The person responsible for the property may investigate the building or Area of alarm and if no evidence of fire or emergency is found, the system may be silenced, but not reset, until the fire department arrives.

CHAPTER 5

FIRE SERVICE FEATURES

Amend

503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 22 feet, except for approved security gates in accordance with section 503.6 and unobstructed vertical clearance of not less than 15 feet.

Amend

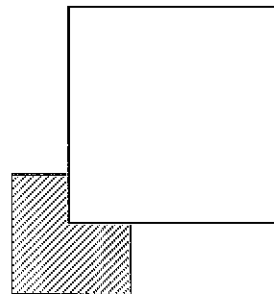
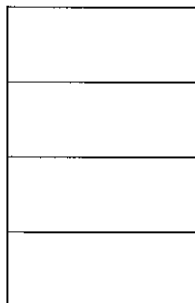
503.2.4 Turning radius. The required turning radius of a fire apparatus access road shall be a minimum turning radius of 35 feet inside and 55 feet outside for the required fire apparatus access road.

Amend

503.2.7 Grade. All access roads, whether temporary or permanent, shall not exceed 12%. All fire access roads greater than 6% must have prior approval from the fire code official. Sprinklered vs. non-sprinklered properties shall have different requirements with a maximum grade of 15%.

Add

504.4 Fire department apparatus access to roof. For buildings 2 or more stories in height, maintain a minimum of a 50-foot flat area at grade at two corners of the building for fire department operations and apparatus placement.



← 50' →

Amend

505.1 Address numbers. New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be of the font and size approved by the building and development department in accordance with the Town of Carefree. Zoning requirements. At a minimum, letters and numerals shall be a minimum of 4 inches high with a brush stroke width of .5 inch to identify individual suites and/or tenant spaces. Additionally, all rear doors to suites and/or tenant spaces shall display the business name and suite number.

Add

506.1.1.1 Key switch and sensor pre-emption location. A Knox key switch and a pre-emption sensor shall be required on all powered entry control gates. Key switches shall be installed in a location on the gate control panel that is readily visible and accessible. The pre-emption sensor shall be at or behind the gate.

Amend

507.5 Fire hydrant systems. Fire hydrant systems shall meet the Town of Carefree, minimum standards and shall be designed and installed in accordance with the applicable standards established by the Town of Carefree, AZ.

507.5.1 Fire hydrant spacing. All fire hydrants shall be spaced on fire apparatus access roads as follows:

1. **Non-Hillside.** One and two family dwellings (IRC and R-3) developments, the maximum distance shall be 600 feet on center.
2. **Hillside.** One and two family dwellings (IRC and R-3) developments, the maximum distance shall be 600 feet on center. "Hillside" street grades shall be considered any grade exceeding 8% or more grade.
3. **Fire sprinkler.** Commercial, R-1, and R-2 multifamily developments, the maximum distance shall be 600 feet on center.
4. **Hillside cul-de-sacs.** The maximum distance shall be 300 feet on center to any hydrant from end of a cul-de-sac.

Add

507.5.7 Distance to fire department connections (FDC). Fire hydrants shall be placed to ensure that the distance to fire department connections shall not exceed 100 feet.

Add

507.5.7 Fire hydrant color. All fire hydrants shall have aboveground barrels painted with a prime coat plus two coats of OSHA yellow paint.

Add

507.5.7.1 Reclaimed water fire hydrant color. All fire hydrants using a reclaimed water supply shall have the caps and bonnet painted with a prime coat plus two coats of black paint. A “DO NOT DRINK WATER” placard shall be affixed to the hydrant in both English and Spanish.

Add

507.5.8 Reflective markers. All fire protection equipment, fire department connections and hydrants shall be clearly identified by installation of reflective blue markers. See Town of Carefree Standard Detail FH305.

CHAPTER 6-8

No Changes

CHAPTER 9

FIRE PROTECTION SYSTEMS

Add

902 Definitions.

DETACHED. For the purpose of Chapter 9 FIRE PROTECTION SYSTEMS, detached shall mean separated from the main building or structure by a minimum of 10 feet.

Add

903.2 Where required. An automatic sprinkler system shall be installed throughout all levels of all new occupancies of more than 1 square feet, to include all garages, and car-ports.

Exceptions: Unless the use of the facility otherwise requires an automatic fire sprinkler system, fire sprinkler systems shall not be required for the following.

1. Detached gazebos and Ramada's for residential or public use.
2. Detached guard houses less than 300 square feet in floor area.
3. Detached storage sheds for private, residential, non-commercial use less than 200 square feet in floor area.
4. Detached non-combustible canopies less than 1500 square feet in roof area used exclusively for vehicle washing facilities or vehicle fuel dispensing stations.

5. Other buildings or structures accessory to and located on the same lot with one and two family dwellings or R-3 occupancies, not including residential care or assisted living facilities in R-3 occupancies.
6. Shade canopies less than 5,000 square feet; not closer than 5 feet to any building, property line or other shade canopy; and shading one of the following: vehicles for sale at a dealership, playground equipment, or outdoor eating areas without cooking.
7. Shipping containers used for storage purposes and not closer than 5 feet to any building, property line or other container.
8. Exterior roofs, overhangs or canopies of Type I, II or III construction with no combustible storage beneath.
9. Exterior covered/enclosed walkways of Type I, II or III construction with enclosing walls that are at least 50 percent open.
10. Temporary Special Amusement Buildings.
11. Pre-manufactured structures used exclusively as a construction office up to 5000 square feet and not closer than 5 feet to any other structure or property line. This exception shall apply during the course of the construction permit issued by the Town of Carefree.
12. Detached parking canopies
13. Manufactured homes built on a permanent chassis, designed and constructed as a dwelling unit. Exception: Newly manufactured homes equipped with automatic sprinkler systems will be tied into a water supply.

Add

903.2.3 Group E. An automatic sprinkler system shall be installed throughout all Group E occupancies in accordance with NFPA 13 Installation of Sprinkler Systems.

Add

903.2.4 Group F. An automatic sprinkler system shall be installed throughout all Group F occupancies in accordance with NFPA 13 Installation of Sprinkler Systems.

Add

903.2.5 Group H. An automatic sprinkler system shall be installed throughout all Group H occupancies in accordance with NFPA 13 Installation of Sprinkler Systems. The design of the sprinkler system shall not be less than that required under the Town of Carefree Building Code for the occupancy hazard classifications in accordance with Table 903.2.5.2 Group H-5 Sprinkler Design Criteria.

Where the design area of the sprinkler system consists of a corridor protected by one row of sprinklers, the maximum number of sprinklers required to be calculated is 13.

**TABLE 903.2.5.2
Group H-5 Sprinkler Design Criteria**

| LOCATION | OCCUPANCY HAZARD CLASSIFICATION |
|---------------------------------|---------------------------------|
| Fabrication areas | Ordinary Hazard Group 2 |
| Service corridors | Ordinary Hazard Group 2 |
| Storage room without dispensing | Ordinary Hazard Group 2 |
| Storage rooms with dispensing | Extra Hazard Group 2 |
| Corridors | Ordinary Hazard Group 2 |

Add

903.2.6 Group I. An automatic sprinkler system shall be installed throughout all Group I occupancies in accordance with NFPA 13 Installation of Sprinkler Systems.

Exception: In jails, prisons and reformatories, the piping system may be dry, provided a manually operated valve is installed at a continuously occupied location. Opening of the valve will cause the piping system to be charged. Sprinkler heads in such systems shall be equipped with fusible elements or the system shall be designed as required for deluge systems in the Building Code.

Add

903.2.7 Group M. An automatic sprinkler system shall be installed throughout all Group M occupancies in accordance with NFPA 13 Installation of Sprinkler Systems.

Add

903.2.8 Group R. An automatic sprinkler system shall be installed throughout all Group R occupancies in accordance with NFPA 13 Installation of Sprinkler Systems.

Add

903.2.9 Group S-1. An automatic sprinkler system shall be installed throughout all Group S-1 occupancies in accordance with NFPA 13 Installation of Sprinkler Systems.

Add

903.2.10 Group S-2. An automatic sprinkler system shall be installed throughout all Group S-2 occupancies in accordance with NFPA 13 Installation of Sprinkler Systems

Add

903.2.13 Change of occupancy. An automatic sprinkler system complying with Section 903.3 shall be provided for an existing building or portion thereof undergoing a change of occupancy as follows, based upon the relative hazard levels indicated in Table 903.2.15:

1. When a change of occupancy is made to a higher hazard level as shown in Table 903.2.13, the building shall be provided with an automatic fire sprinkler system.
2. When a change of occupancy is made within hazard level 1 as shown in Table 903.2.13, the building shall be provided with an automatic fire sprinkler system.

**Table 903.2.13
Existing Building Hazard Levels**

| Hazard Level | Building Occupancy Type |
|--------------|-------------------------|
| 1 (highest) | H, I, R-1, R-2, R-4 |
| 2 | A-2, A-5 |
| 3 | A-1, A-3, A-4 |
| 4 | E, F-1, M, S-1 |
| 5 (lowest) | B, F-2, R-3, S-2, U |

Note: Occupancies as defined in this Code and the Carefree Building Code.

Add

903.2.14 Additions, alterations and repairs. When additions, alterations or repairs within a twelve-month period exceed 50 percent of the square footage of the existing building or (50) percent of the value of an existing building or structure, such building or structure shall be made to conform to the requirements for new buildings or structures.

Add

903.2.15 Partial systems prohibited. In all new additions to existing non-sprinklered buildings and structures, an automatic sprinkler system shall be installed throughout the entire structure. There shall be no partially sprinklered compartments.

Amend

903.3 Installation requirements. Automatic sprinkler systems shall be designed and installed in accordance with the applicable NFPA Standards.

Amend

903.3.5 Water supplies. Water supplies for automatic sprinkler systems shall comply with this section and the standards referenced in Section 903.3.1. The potable water supply shall be protected against backflow in accordance with the requirements of the Town of Carefree.

Amend

903.3.6 Hose Threads. All fire hose threads used in conjunction with automatic sprinkler system shall be National Hose Thread (NHT).

Amend

903.3.7 Fire department connections (FDC). The location of the fire department connections shall be in accordance with Section 912 and approved by the fire code official. All FDC connections shall be locking 4" Storz connection approved by the fire code official.

Add

903.3.7.1 Fire riser room. All fire riser rooms shall have exterior access doors, with Knox box on the exterior, and all NFPA signage.

Exception: Existing buildings.

Add

905.3.1.1 Building area. In buildings exceeding 10,000 square feet in area per story, Class I automatic wet standpipes shall be provided and where any portion of the building's interior area is more than 200 feet of travel, vertically and horizontally, from the nearest point of fire department vehicle access.

Exceptions:

1. Single story structures are not required to have hose connections, except in those interior portions of the building that exceed 200 feet of travel from an emergency access road.
2. Required wet standpipes may be an integral part of an approved sprinkler system and may be connected to the sprinkler systems horizontal cross-mains. Calculations for required hose demand shall be submitted with sprinkler plans.

Add

905.3.4 Stages. Stages greater than 1,000 square feet in area shall be equipped with a Class I wet standpipe system with 2.5-inch hose connections on each side of the stage supplied from the automatic fire sprinkler system and shall have a flow rate of not less than that required for Class 1 standpipes.

Delete

905.3.4.1 Hose and cabinets.

Add

912.2 Location. Fire department connections shall be located at a corner of the building being protected, within 4 feet to 8 feet of the curb line of an access road or public street, 40 feet or one and one half times the height of the building being protected, whichever is more, or as approved by the fire code official. The fire department connection line shall be a wet line with the check valve at the hose connection above grade.

Add

912.2.3 Maximum distance to fire department connections. Fire department connections for all occupancies shall be within 100 feet of a fire hydrant.

CHAPTER 10-22

NO CHANGES

CHAPTER 23

Amend

2301.4 Indoor motor fuel-dispensing facilities. Locating motor vehicle fuel-dispensing stations inside buildings is prohibited within the entire Town of Carefree, AZ.

Amend

2306.2.2 Above-ground tanks located inside buildings. Above-ground tanks for the storage of Class I, II and IIIA liquid fuels are prohibited within the entire Town of Carefree, AZ.

Amend

2306.2.3 Above-ground tanks located outside, above grade. Above-ground tanks for the storage of Class I, II and IIIA liquid fuels outside of buildings are prohibited within the entire Town of Carefree, AZ.

CHAPTER 24

FLAMMABLE FINISHES

Add

2404.1 Spray-finishing operations shall not be conducted outside of approved structures.

Exceptions:

1. Spray coating of buildings or dwellings, including appurtenances and any other ornamental objects that are not normally removed prior to coating.
2. Spray coating of facility equipment or structures, which are fixed in a permanent location and cannot easily be moved into an enclosure or spray booth and which are not normally dismantled or moved prior to coating.
3. Spray coating of objects, which cannot fit inside of an enclosure with internal dimensions of 10'W X 25'L X 8'H, excluding vehicles.
4. Coating operations utilizing only hand-held aerosol cans.

CHAPTER 25-31

NO CHANGES

CHAPTER 32

HIGH PILES COMBUSTABLE STORAGE

Amend

3201.2 Permits. A permit is required to be submitted within the Town of Carefree, Engineering and Construction Department, and submit HMIS for reportable quantities

CHAPTER 33-55

NO CHANGES

CHAPTER 56

EXPLOSIVES AND FIREWORKS

Amend

General. The display of fireworks, including proximate audience displays and pyrotechnic special effects in motion picture, television, theatrical, and group entertainment productions, shall comply with this chapter, Article XIII Fireworks and Pyrotechnics of the Town of Carefree Code of Ordinances, and NFPA 1123 or NFPA 1126.

CHAPTER 57

Amend

5706.2.4.4 Locations where above-ground tanks are prohibited. Storage of Class I and II liquids in above-ground tanks outside of buildings is prohibited within the entire Town.

Exception: Installations of tanks capable of holding 2,000 gallons (7,570.8 L), either individually or in the aggregate, may be approved

CHAPTER 58-60

CHAPTER 61

LIQUIFIED PETROLEUM GASES

Add

Table 6104.3, Footnote e. 5.

E. 5.

A container less than 125 gallons may be located next to a block fence when the tank is not within 5 feet of a structure on adjoining property.

Add

6109.1.1 Pre-filled portable cylinders for consumer exchange. The installation of pre-filled portable cylinders for consumer exchange shall comply with the following requirements:

1. A construction permit is required for the installation of or modification to pre-filled portable cylinders for consumer exchange in accordance with section 105.7.8.
2. Storage is limited to one cage, containing up to twenty-five (25), twenty (20) pound propane cylinders (500 pounds) without any separation from a structure. A second cage may be installed next to a structure on the same property as long as a minimum of 20 feet separation is maintained between the two cages.
3. A site plan for the installation shall be submitted to the Town of Carefree Planning and Development Department. The site plan shall indicate the sizes and locations of the pre-filled portable cylinders for consumer exchange cage, as well as the separation distances between cages, the distances to property lines, structures, and public ways.
4. The cage shall not be located within 5 feet of any doorway or opening in a building frequented by the public and 5 feet from any exterior source of ignition, openings into direct-vent (sealed combustion system) appliances or mechanical ventilation air intakes.
5. The cage shall be located so that any discharge from a propane cylinder pressure relief device is at least 3 feet horizontally away from any building opening below the level of such discharge.
6. The cage shall be a lockable ventilated metal locker or rack that prevents tampering and pilferage.
7. The cage shall be designed so that containers cannot be stacked on top of each other and designed so that containers are positioned upright with the pressure-relief valve in direct communication with the vapor space of the container.
8. Defective containers or containers showing denting, bulging, or excessive corrosion shall be removed from service and properly disposed of.
9. The cage and area shall be kept free and clear of all combustible materials, including storage, for a distance of at least 10 feet on all sides.
10. NO SMOKING signs shall be posted on the cage and within 25 feet of the surrounding area.
11. Approved NFPA 704 hazard identification signs shall be posted on the cage.
12. Signs listing exchange procedures, company name, and 24 hours' phone numbers shall be posted on the cage.
13. Signs requiring that customers leave LPG containers outside shall be posted at all building entrance(s).
14. All employees with access to the exchange cage shall be trained in the proper handling and operating procedures, including the procedure for handling defective containers. Documentation of this training shall be provided to the Fire Prevention Division upon final inspection.
15. A written inspection checklist for receiving empty containers as well as giving out full cylinders shall be available and used by employees when handling containers.
16. Provisions shall be made for controlling and mitigating unauthorized discharges. A Hazardous Materials Management Plan shall be readily available on site.
17. A minimum of one 2A20BC fire extinguisher shall be located not less than 25 feet, but within 75 feet from the cage area.
18. Cages exposed to probable vehicular damage due to proximity to alleys, driveways, or parking areas, shall be protected in accordance with Section 312.

19. A final inspection by the Fire Prevention Division is required prior to the cage being put into service.

CHAPTER 62-80

NO CHANGES

APPENDICES

All 2018 International Fire Code Appendices shall be adopted. The following Appendices shall be added to the Town of Carefree, 2018 IFC amendments.

APPENDIX O

CONTROL AND SUPPRESSION OF HAZARDOUS FIRE AREAS

Section O-101 General

O-101.1 Scope. The unrestricted use of grass, grain, brush, or forest-covered land in hazardous fire areas is a potential menace to life and property from fire and resulting erosion.

Section O-103 Permits

O-103.1 Permits. Permits for any use within hazardous fire areas shall be issued with the approval of Town of Carefree administration, utilizing the current permit process. Permits shall not be issued when public safety would be at risk, as determined by the fire code official.

Section O-104 Restricted Entry

O 104.1 Restricted entry. The fire code official shall determine, and make recommendations to Town of Carefree Administration, when hazardous fire areas shall be closed to entry and when such areas shall again be opened.

Exception:

1. Entry, in the course of duty, by peace or police officer, and other duly authorized public officers, members of a fire department and members of the United States Forest Service.

Section O-105 Trespassing on Posted Property.

O-105.1 General. When the Town of Carefree Administration approves the recommendation from the fire code official that a specific area within a hazardous fire area presents an exceptional and continuing fire danger because of the density of natural growth, difficulty of terrain, proximity to structures or accessibility to public, such areas shall be closed until changed conditions warrant termination of closure. Such areas shall be posted as hereafter provided.

O-105.2 Signs. Approved signs prohibiting entry by unauthorized persons and referring to Appendix H shall be placed on every closed area.

O-105.3 Trespassing. Entering and remaining within areas closed and posted is prohibited.

Exception: Local state and federal public officers and their authorized agents acting in the course of duty.

Section O-107 Spark Arresters

O-107.1 Spark arresters. Chimneys used in conjunction with fireplaces, barbecues, incinerators or heating appliances in which solid or liquid fuel is used, upon buildings, structures or premises located within 200 feet of hazardous fire areas, shall be provided with a spark arrester constructed with heavy wire mesh or other noncombustible material with openings not to exceed ½ inch.

Section O-108 Tracer Bullets, Tracer Charges, Rockets, Model aircraft, Aerial Lanterns.

O-108.1 General. Tracer bullets and tracer charges shall not be possessed, fired or caused to be fired into or across hazardous fire areas. Aerial, Sky lanterns in which have open flames to conduct lift, Rockets, model planes, aerial drones, gliders and balloons powered with a combustion engine, propellant or other feature liable to start or cause fire shall not be fired or projected into or across hazardous fire areas.

Section O-109 Explosives and Blasting.

O-109.1 Explosives and blasting Explosives shall not be possessed, kept, stored, sold, offered for sale, given away, used, discharged, transported or disposed of within hazardous fire areas except by permit from the fire code official.

Section O-110 Fireworks.

O-110.1 Fireworks. Fireworks shall not be used or possessed in hazardous fire areas, except by permit from the fire code official. The fire code official is authorized to seize, take, remove or cause to be removed fireworks.

Section O-111 Apiaries.

O-111.1 Apiaries. Lighted and smoldering material shall not be used in connection with smoking bees in or upon hazardous fire areas except by permit from the fire code official.

Section O-112 Open-Flame Devices.

O-112.1 Open-flame devices. Welding torches, tar pots, decorative torches and other devices, machines or processes liable to start or cause fire shall not be operated or used in or upon hazardous fire areas, except by permit from the fire code official.

Exceptions:

1. Use within habited premises or designated campsites which are a minimum of 30 feet from grass-, grain-brush- or forest-covered areas.
2. The proper use of fuses at the scene of emergencies or as required by standard operating procedures.

Section O-113 Outdoor Fires.

O-113.1 Outdoor fires. Outdoor fires shall not be built, ignited or maintained in or upon hazardous fire areas, except by permit from the fire code official.

Exception: Outdoor fires within habited premises or designated campsites where such fires are built in a permanent barbecue, portable barbecue, outdoor fireplace, incinerator or grill and are a minimum of 30 feet from a grass-, grain-, brush- or forest-covered area.

Permits shall incorporate such terms and conditions, which will reasonably safeguard public safety and property. Outdoor fires shall not be built, ignited or maintained in or upon hazardous fire areas under the following conditions:

1. When high winds are blowing,
2. When a person age 17 or over is not present at all times to watch and tend fire, or
3. When public announcement is made that open burning is prohibited.

Permanent barbecue, portable barbecues, outdoor fireplaces or grills shall not be used for the disposal of rubbish, trash or combustible waste material.

Section O-114 Incinerators and Fireplaces.

O-114.1 General: Incinerators, outdoor fireplaces, permanent barbecues and grills shall not be built, installed or maintained in hazardous fire areas without prior approval of the fire code official. Incinerators, outdoor fireplaces, permanent barbecues and grills shall be maintained in good repair and in a safe condition at all times. Openings in such appliances shall be provided with an approved spark arrester, screen or door.

Section O-115 Clearance of Brush and Vegetative Growth from Electrical Transmission Lines.

O-115.1 General. Clearance of brush and vegetative growth from electrical transmission lines shall be in accordance with IFC 2018, and NFPA.

O-115.2 Support clearance. Persons owning, controlling, operating or maintaining electrical transmission lines upon hazardous fire areas shall, at all times, maintain around and adjacent to poles supporting a switch, fuse, transformer, lightning arrester, line junction, dead end, corner pole, towers, or other poles or towers at which power company employees are likely to work most frequently an effective firebreak consisting of a clearing or not less than 10 feet in each direction from the outer circumference of such pole or tower.

Exception: Lines used exclusively as telephone, telegraph, messenger call, alarm transmission or other lines classed as communication circuits by a public utility.

O-115.3 High tension line clearance. Persons owning, controlling, operating or maintaining electrical transmission lines upon hazardous fire areas shall maintain the clearance specified in Section 15.3 in all directions between vegetation and conductors carrying electrical current:

1. For lines operating at 2,400 volts and less than 68,000 volts, 4 feet.
2. For lines operating at 68,000 volts and less than 110,000 volts, 6 feet.
3. For lines operating at 110,000 volts and over, 10 feet.

Such distance shall be sufficiently great to furnish the required clearance from the particular wire or conductor to positions of such wire or conductor at temperatures of 120 F or less. Forked, dead, old, decadent and rotten trees; trees weakened by cat faces, decay or disease; and trees leaning toward the line, which could contact the line from the side or fall on the line, shall be felled, cut or trimmed to remove the hazard.

O-115.4 Self-supporting aerial cable. Line clearance is not required for self-supporting aerial cable, except that forked trees, leaning trees and other growth, which could fall across the cable and break it shall be removed.

Section O-116 Clearance of Brush or Vegetation growth from Structures.

O-116.1 General. Persons owning, leasing, controlling, operating or maintaining buildings or structures in, upon or adjoining hazardous fire areas, and person owning, leasing or controlling land adjacent to such buildings or structures, shall at all times:

1. Maintain an effective firebreak by removing and clearing away flammable vegetation and combustible growth from areas with 30 feet of such buildings or structures;

Exception: Single specimens of trees, ornamental shrubbery or similar plants used as ground covers, provided that they do not form a means of rapidly transmitting fire from the native growth to any structure.

2. Maintain additional fire protection or firebreak by removing brush, flammable vegetation and combustible growth located from 30 feet to 100 feet from such buildings or structures, when required by the fire code official because of extra-hazardous conditions causing a firebreak of only 30 feet to be insufficient to provide reasonable fire safety;

Exception: Grass and other vegetation located more than 30 feet from buildings or structures and less than 18 inches in height above the ground need not be removed where necessary to stabilize the soil and prevent erosion.

3. Remove portions of trees, which extend within 10 feet (3048 mm) of the outlet of a chimney;
 4. Maintain trees adjacent to or overhanging a building free of deadwood
-

5. Maintain the roof of a structure free of leaves, needles or other dead vegetative growth.

O-116.2 Corrective actions. Town of Carefree Administration is authorized to instruct the fire code official to give notice to the owner of the property upon which conditions regulated by Section 16.1 exist to correct such conditions. If the owner fails to correct conditions, the Town of Carefree Administration to cause the same to be done and make the expense of such correction a lien upon the property where such condition exists.

Section O-117 Clearance of Brush or Vegetation Growth from Roadways.

O-117.1 Clearance of brush or vegetation. The fire code official is authorized to cause areas within 10 feet on each side of portions of highways and private streets, which are improved, designed or ordinarily used for vehicular traffic to be cleared of flammable vegetation and other combustible growth. The fire code official is authorized to enter upon private property to do so.

Exception: Single specimens of trees, ornamental shrubbery or cultivated ground such as green grass, ivy, succulents or similar plants used as ground cover, provided that they do not form a means of readily transmitting fire.

Section O-118 Unusual Circumstances.

O-118.1 Unusual circumstances. If the fire code official determines that difficult terrain, danger of erosion or other unusual circumstances make strict compliance with the clearance of vegetation provisions of Sections 115, 116, or 117 of Appendix M undesirable or impractical, enforcement thereof may have suspended and reasonable alternative measures shall be provided.

Section O-119 Dumping.

O-119.1 Dumping. Garbage, cans, bottles, papers, ashes, refuse, trash, or rubbish or combustible waste material shall not be placed, deposited or dumped in or upon hazardous fire areas or in, upon all along trails, roadways or highways in hazardous fire areas.

Exceptions: Approved public and private dumping areas

Section O-120 Disposal of Ashes.

O-120.1 Disposal of ashes. Ashes and coals shall not be place, deposited or dumped in or upon hazardous fire areas.

Exceptions:

1. In the hearth of an established fire pit, camp stove or fireplace.
2. In a noncombustible container with a tight-fitting lid, which is kept or maintained in a safe location not less than 10 feet from combustible vegetation or structures.
3. Where such ashes or coals are buried and covered with 1 foot of mineral earth not less than 25 feet from combustible vegetation or structures.

Section O-121 Use of Fire Roads and Firebreaks.

O-121.1 Use of fire roads and firebreaks Motorcycles, motor scooters and motor vehicles shall not be driven or parked upon, and trespassing is prohibited upon, fire roads or firebreaks beyond the point where travel is restricted by a cable, gate or sign. Vehicles shall not be parked in a manner, which obstructs the entrance to a fire road or firebreak.

Exception: Public officers acting within their scope of duty.

Radio and television aerials, guy wires thereto, and other obstructions shall not be installed or maintained on fire roads or firebreaks unless located 16 feet or more above such fire road or firebreak.

Section O-123 Tampering with Fire Department Locks, Barricades and Signs.

O-123.1 Tampering with fire department locks, barricades and sign. Locks, barricades, seals, cables, signs and markers installed within hazardous fire areas, by or under the control of the fire code official, shall not be tampered with, mutilated, destroyed or removed.

Section O-124 Liability for Damage.

O-124.1 Liability for damage. The expenses of fighting fires, which result from a violation of Appendix N, shall be a charge against the person whose violation of Appendix N caused the fire. Damages caused by such fires shall constitute a debt of such person and are collectable by the Town of Carefree Administration in the same manner as in the case of an obligation under a contract, expressed or implied.

APPENDIX P

TOWN OF CAREFREE FIRE RELATED INCIDENTS CITATION PROGRAM

SECTION P-101 Classification of Penalty.

P-101 Classification of penalty. The following classifications shall apply to any violations of Appendix I or this code.

1. Any person, firm, corporation, partnership, enterprise or association whether as principal, owner, agent, tenant, or otherwise who violates, disobeys, omits or refuses to comply with, or who resists the enforcement of any of the provisions of this chapter is subject to a civil sanction.
2. Notwithstanding subsection 1 of this section, a second or subsequent violation of any of the provisions of this chapter within a two-year period shall be deemed a misdemeanor.

SECTION P-102 Civil Penalties.

P-102 Civil penalties.

1. Upon a finding of responsible to civil violation, the court shall impose a fine not to exceed one thousand dollars (\$1,000.00).

Exception: As otherwise determined in this code

2. Upon a conviction of a misdemeanor, the defendant shall be sentenced pursuant to the provisions established by the Town of Carefree Court System.

Exception: As otherwise determined by the court of jurisdiction, if other than the Town of Carefree Court System.

3. The application of the penalties provided for in paragraphs subsections 1 and 2 of this section shall not be held to prevent the enforced removal of prohibited conditions.

P-103 Civil violation, commencement of action.

1. A civil violation may be commenced by issuance of a citation or by long form complaint. The civil violation shall be considered as follows:
 - a. By having the defendant sign the citation with a promise to appear in court on the specified date and time.
 - b. If the defendant refuses to sign the citation, by hand delivering a copy of the citation to the defendant.
 - c. By mailing a copy of the citation to the person charged at his last known address, by certified or register mail, return receipt requested.
 - i. In the event service cannot be accomplished as set forth in 1-a., b., or c., the court of jurisdiction may serve the defendant by any means allowed by the Town of Carefree Procedures or the Arizona Rules of Civil Procedure for the Superior Court.
2. The citation will be substantially in the same form as the Arizona Traffic Ticket and Complaint and shall direct the defendant to appear in the court of jurisdiction Court on the scheduled date and at the scheduled time.
3. The citation will further notify the defendant that if he fails to appear on or before the date and time specified in the complaint, a judgment by default will be entered against him, and the court may, in its discretion, impose a civil sanction not to exceed one thousand dollars (\$1,000.00).
4. Minor civil citations may be issued for non-compliance with the amended International Fire Code, Town of Carefree Code of Ordinances

P-104 Authority to issue citation. Any peace officer, the fire code official, or duly authorized agent of the fire fire code official may issue a civil citation pursuant to this chapter.

P-105 Appearance.

1. The defendant shall, at the specified date and time, appear in person or through his attorney in the court of jurisdiction and shall either admit or deny the allegations contained in the citation. If the defendant admits the allegation, the court shall enter judgment against the defendant and, in its discretion, may impose a civil sanction for the violation. If the defendant denies the allegations contained in the citation, the court shall set dates for a pre-trial conference and for trial of the matter.
2. If the defendant fails to appear for pre-trial conference or trial, the defendant's failure to appear shall be deemed an admission of the offense and the court shall enter judgment against the defendant and may, in its discretion, impose a civil sanction for the violation.

P-106 Rules of procedure. The Arizona Rules of Court for Civil Traffic Violation Cases may be followed by the city court for civil violations of this chapter.

Exception: As modified or where inconsistent with the provisions of this article, local rules of the city court or rules of the Arizona Supreme Court."

P-107 Collection of fines. Any judgment for civil sanctions taken pursuant to this article may be collected as any other civil judgment.

P-108 Violations not exclusive. Violations of this chapter are in addition to any other violation enumerated within the Town of Carefree Code of Ordinances and this code and in no way limit the penalties, actions or abatement procedures which may be taken by the town for any violation of this chapter which is also a violation of any other ordinance or tribal, state or federal laws.

P-109 Each day a separate violation. Each day any violation of any provision of this chapter or the failure to perform any act or duty required by this chapter continues shall constitute a separate offense.

Article 10-1 COMPREHENSIVE BUILDING SAFETY CODE

- 10-1-1 Adoption
- 10-1-2 Amendments
- 10-1-3 Conformance with Zoning Ordinance
- 10-1-4 Enforcement
- 10-1-5 Violations and Penalties

Section 10-1-1 Adoption *

The following described documents including amendments thereto are hereby adopted by reference as the code for regulating the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment use, height, area and maintenance of buildings, structures and improvements in the Town of Carefree and for regulating conditions, hazards to life and property from fire or explosions. Each and all of the following regulations, provisions, conditions and terms of the following described documents and amendments thereto are hereby referred to, adopted and made a part of this chapter as though fully set forth therein unless any portion thereof is in conflict with the Town of Carefree Zoning Ordinance which shall take precedence:

- A. "2018 International Building Code and Amendments" (collectively "IBC"); published by International Code Council, Inc.
- B. "2018 International Residential Code and Amendments" (collectively "IRC"); published by International Code Council, Inc.
- C. "2018 International Plumbing Code, and Amendments" (collectively "IPC"); published by International Code Council, Inc.
- D. "2017 National Electrical Code and Amendments" (collectively "NEC"); published by National Fire Protection Association, Inc.
- E. "2018 International Mechanical Code and Amendments" (collectively "IMC"); published by International Code Council, Inc.
- F. "2018 International Fire Code and Amendments" (collectively "IFC"); published by International Code Council, Inc.
- G. "2018 International Energy Conservation Code and Amendments" (collectively IECC"); published by International Code Council.
- H. "2018 International Fuel Gas Code" and Amendments" (collectively "IFGC"); published by International Code Council, Inc.
- I. That certain document entitled, "The Town of Carefree Adobe Code," dated April 1985 and amendments.
- J. That certain document entitled, "Conducting Blasting Operations Code," dated November 1998 and amendments.
- K. "2018 International Property Maintenance Code and Amendments" (collectively "IPMC"); published by International Code Council, Inc.

The IBC, IRC, IPC, NEC, IMC, IFC, UADB and USP are "codes" within the meaning of A.R.S. section 9-801. The Town of Carefree Adobe Code and Conducting Blasting Operations Code are hereby declared to be a public record of the Town of Carefree. Three copies of each of the foregoing documents have been and shall remain on file in the office of the town clerk and kept available for use and inspection by the public during office hours.

Section 10-1-2 Amendments *

A. Amendments to 2018 International Building Code.

Effective January 24, 2023, there is herewith adopted, by reference, the International Building Code, 2018 Edition, by ordinance of the Mayor and Council of the Town of Carefree by reference thereto, as fully and completely as if the terms thereof were fully set forth herein, in total, except as modified or changed as follows:

(1) Chapter 1, "Administration", is hereby amended as follows:

Section 101.1 Title. Insert the words "Town of Carefree" as the [NAME OF JURISDICTION]. Also add, "The fees and administrative provisions of Chapter 1 of this Code shall apply to all the adopted technical codes. When there is a conflict between these provisions and those of another technical code, these provisions shall apply. Where there is an administrative provision contained in another technical code and not in this code, then the administrative provision of the technical code shall apply."

Section 105.1.1 Annual permit. Delete this section in its entirety.

Section 105.2 Work exempt from permit. Delete this section in its entirety.

Section 105.5.1 Expiration of additions and remodels. Amend to read as follows:

Every remodel and addition shall be completed within 180 days from the date the permit is issued, or the permit will expire. ~~The Building Official shall be authorized to grant one extension of time for a period not to exceed 180 days so long as the request is made before expiration of the permit.~~

ADD

One extension may be granted by the Building Official on a case-by-case basis. For a period to be determined by the Building Official due to extenuated circumstances. Extension requests must be delivered to the Building Official in writing prior to 180-day expiration.

Permits shall not be extended more than once and all requests for extensions shall be in writing. In order to renew action on a permit after expiration, a new permit fee in the full amount shall be paid based on the current fee schedule adopted by the Town.

Section 109.3 Building permit valuations. The following paragraphs shall be added after the last sentence: For the purposes of determining valuations, the most current building valuation data as published by the International Code Council in Building Safety Journal magazine, as such data is published from time to time, shall be used. The valuation for any shell-only buildings shall be permitted to be reduced by 20 percent. The valuation for any foundation-only permit shall be permitted to be reduced by 75 percent. When a foundation-only permit authorized by the Building Official, it shall be permitted to include the foundation, interior underground utilities and any interior slab-work when so specified. Any valuation not specifically provided for shall be determined by the Building Official and shall be classified in the use and construction type it most nearly resembles. For the purposes of determining the fire permit valuation, the most current building valuation data as published by the International Code Council in Building Safety Journal magazine, as such data is published from time to time, shall be used to determine fire permit fee from Table 1-E, Section A. Any valuation not specifically provided for shall be determined by the Building Official and shall be classified in the use and construction type it most nearly resembles.

Section 109.4 Work commencing before permit issuance. Add the following to the end of this subsection: This fee shall be equal to the amount of the plan review and permit fee required by the adopted fees of the Town. The payment of such fee shall not exempt an applicant from nor from the penalty prescribed by law.

Section 109.6 Refunds. This subsection shall be revised in its entirety to read as follows:
 Refunds. The Building Official shall be permitted to authorize refunding of a fee paid hereunder which was erroneously paid or collected. The Building Official shall be permitted to authorize refunding of

not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code. The Building Official shall be permitted to authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any examination time has been expended. The Building Official shall not be permitted to authorize refunding of any fee paid except upon written application filed by the original permittee not later than 90 days after the date of fee payment.

Add the following two subsections:

Section 109.7 Plan review fees. Said plan review fee shall be 65 percent of the permit fee as shown in Tables 1-A through 1-D in subsection 108.8. When a plan review for compliance with the Fire Code (exclusive of fire/smoke detection and/or suppressions systems) is required, a plan review fee of 35 percent of the previously stated 65 percent plan review fee shall be charged. Any submittals that require three or more reviews shall be charged an hourly rate of \$100.00 per review with a minimum rate of \$100.00. Fire systems plan review fee shall be 65 percent of the permit fee as shown in Tables 1- E, Section A. In no case shall any plan review fee be less than \$35.00 except as stated otherwise in subsection 109.8.

Section 109.8 Fee schedule. Unless otherwise indicated, the following fees will be applicable to residential and non-residential projects. Fire protection/suppression permits for new structures and modifications for fire protection/suppression systems shall be as listed in Table 1-E, Section B. Permits for Existing Residential (R-3) Buildings, swimming pools, including but not limited to, interior alterations, detached garages, carports, storage sheds, patio covers and gazebos, shall be charged a building permit fee based on Table 1-A and a plan review fee of 65% of the building permit fee. For habitable room additions, the permit fee shall be based on Table 1-A and the plan review fee shall be 65% of the building permit fee. Revisions to any of the above types of plans shall be charged a \$50.00 plan review fee per hour.

TABLE 1-A BUILDING PERMIT & PLAN REVIEW FEES

| <i>TOTAL VALUATION</i> | <i>BUILDING PERMIT FEES</i> |
|--------------------------------|---|
| \$1.00 to \$500.00 | \$25.00 |
| \$501.00 to \$2,000.00 | \$25.00 for the first \$500.00 plus \$3.00 for each additional \$100.00 or fraction thereof, to and including \$2,000.00 |
| \$2,001.00 to \$25,000.00 | \$65.00 for the first \$2,000.00 plus \$15.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00 |
| \$25,001.00 to \$50,000.00 | \$410.00 for the first \$25,000.00 plus \$13.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00 |
| \$50,001.00 to \$100,000.00 | \$735.00 for the first \$50,000.00 plus \$10.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00 |
| \$100,001.00 to \$500,000.00 | \$1,250.00 for the first \$100,000.00 plus \$9.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00 |
| \$500,001.00 to \$1,000,000.00 | \$4,850.00 for the first \$500,000.00 plus \$14.00 for each |

| | |
|-----------------------|---|
| | additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00 |
| \$1,000,001.00 and up | \$11,850.00 for the first \$1,000,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof |

Other Inspections and Fees:

(Applies to building, structural, electrical, mechanical and plumbing).

1. Inspections outside of normal business hours (minimum charge - 4 hours, collected prior to conducting inspection(s) 100.00 per hour
2. Re-inspection fees \$100.00 per hour*
3. Inspections or administrative services for which no fee is specifically indicated \$100.00 per hour*
4. Additional review required by changes, additions, or lost plans or plan review comment sheets (minimum charge 1 hour) \$100.00 per hour
5. For use of outside consultants for plan checking and/or inspections Actual Cost**
6. Site plan review (or revision) for residential standard plan submittals \$50.00 each
7. Review of deferred submittals (submitted after initial plan review) \$175.00 per submittal
8. Certificate of Occupancy permit (except R-3 single-family accessory uses) \$50.00 per building or "shell" plus \$25.00 for each additional non-residential tenant improvement. \$25.00 per building for R-3 single-family. All Certificate of Occupancy permit fees (except those in #9 below) shall be collected at time of permit issuance.
9. Temporary, partial or conditional Certificate of Occupancy Same as for Certificate of Occupancy in #8 above and shall be collected prior to conducting inspection.
10. Replication of plans (when legally authorized) Actual replication cost plus \$100.00
11. Annual renewal of standard residential plans (per plan) \$30.00
12. Annual renewal of standard swimming pool plans (per plan) \$30.00
13. Expedited plan review of commercial/industrial/multifamily projects Double plan review fee
14. Preliminary fee for standard residential plans \$500.00 per standard plan, due at submittal
15. Written response to request for bldg. code or bldg. safety division policy issues \$50.00
16. Stamping of additional approved plans (after the 2 initially submitted sets) . \$50.00 each
17. Fee for annual permit per section 105.1.1 \$500.00
18. Public schools will only be charged the actual costs incurred from plan review and/or inspection by consultants as well as any re-inspection fees as specified in #2 above and section 108.8.

* Or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
Minimum charge: one hour.

** Actual costs include consultant's fees and town administration and overhead costs at the rate of \$100.00 per hour with a minimum charge of one hour, or normal plan review fees, whichever is greater.

Section 113.1 General. Amend as follows: The Board of Adjustment to serve as the Board of Appeals. In order to determine the suitability of alternate materials and methods of construction and to provide for reasonable interpretation of the provisions of this code, there shall be and is hereby created a Board of Appeals. The Building Official shall be an ex-officio member of and shall act as secretary to said Board. The members of the Board of Adjustments from time to time in office shall constitute the Board of Appeals. Appeals to the Board shall be processed in accordance with the provisions of this code. Copies of all rules or regulations adopted by the Board shall be delivered to the Building Official, who shall make them freely accessible to the public.

Add the following subsections:

Section 113.4 Application. The application shall be filed in writing and submitted to the Building Official within 20 calendar days after the notice was served.

Section 113.5 Notice of meeting. The board shall meet upon notice from the Building Official, Fire Official or Code Enforcement Manager within ten calendar days of the filing of an appeal.

Section 113.5.1 Open hearing. All hearings before the board shall be open to the public. The appellant, the appellant's representative, the Building Official, the Fire Official, the Code Enforcement Manager and any person whose interests are affected shall be given an opportunity to be heard.

Section 113.5.2 Postponed hearing. When five members are not present to hear an appeal, either the appellant or the appellant's representative shall have the right to request a postponement of the hearing.

Section 113.5.3 Board decision. The board shall modify or reverse the decision of the Building Official, Fire Official or Code Enforcement Manager by a majority vote of its members.

Section 113.5.4 Administration. The Building Official, Fire Official and Code Enforcement Manager shall take immediate action in accordance with the decision of the board.

Section 114.4 Violation penalties. Delete this section in its entirety and add Violation penalties are set forth in Carefree Town Code Chapter 10, Section 10-1-5.

Section 115.3 Revise this section by deleting "prescribed by law" and replacing with set forth in Carefree Town Code Chapter 10, Section 10-1-5.

(3) Chapter 3, "Use and Occupancy Classification", is hereby amended as follows:

Sections 308.2, 308.3, 310.1, 310.1.1, 310.1.2 and 310.2 of Section 308, "Institutional Group I", to read as follows:

Section 308.2 Institutional Group I-1. This occupancy shall include buildings, structures or parts thereof housing more than 10 persons on a 24-hour basis who because of age, mental disability or other reasons, live in a residential environment that provides supervisory care services. The occupants are capable of responding to an emergency situation without physical assistance from staff. This group shall include, but not be limited to, the following:

- Residential board and care facilities
- Assisted living centers
- Halfway houses
- Group homes
- Congregate care facilities
- Social rehabilitation facilities
- Alcohol and drug abuse centers
- Convalescent facilities

A facility such as the above with 5 or fewer persons shall be classified as a Group R-4 Condition 1 or shall comply with the *International Residential Code* in accordance with Section 101.2 where the building is in compliance with Section 419 of this code.

Section 308.2.3 Revise section by deleting 16 and replacing with 10.

Section 308.3 .2 Five or fewer persons receiving medical care. Delete this section in its entirety

Section 310.4.1 Care facilities within a dwelling. Revise section by adding "that are capable of self-Preservation following "Care facilities for five or fewer persons".

Section 310.5 Residential Group R-4. Revise section by deleting 16 and replacing it with 10.

Section 1612.3 Revise by inserting "Town of Carefree" as the [NAME OF JURISDICTION] and Date of most recent issuance for [DATE OF ISSUANCE].

B. Amendments to 2018 International Residential Code.

Effective January 24, 2023, there is herewith adopted, by reference, the International Residential Code, 2018 Edition, published by the International Code Council, and the same are hereby adopted as the Code of the Town of Carefree for regulating the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area, and maintenance of all buildings or structures as defined in this Code in the Town of Carefree providing for issuance of permits and collection of fees therefore and each and all of the regulations, provisions, conditions and terms of such International Residential Code, 2018 Edition, published by ordinance of the Mayor and Council of the Town of Carefree, by reference in total and as if each of the provisions thereof were set forth herein, except as Section 314.2.1 Condensate disposal. Revise section by adding the following at the end of this paragraph:

Condensate disposal shall be allowed to terminate as follows:

1. Into an approved fixture tailpiece, funnel drain, waste air gap fitting, floor sink, and laundry way.
 2. At or below grade outside the building in an area capable of absorbing the condensate flow without surface drainage.
 3. Overflow drains, gutters, or downspouts that connect to drainage pipes, provided they terminate at or above grade in an area capable of absorbing the condensate flow without surface drainage.
- amended or modified as follows:

(1) Chapter 1, "Administration", is hereby amended as follows:

Section R101.1 Title. Insert the words "Town of Carefree" as the [NAME OF JURISDICTION].

Section R 102.5.1 Adopt Appendices APPENDIX F, H, M and P

Section R104.8 Liability. Amend as follows: The Board of Adjustment to serve as the Board of Appeals.

Section R105.2 Delete this section in its entirety.

Section R107.3 Temporary power. Delete the words "NFPA 70" and insert in lieu thereof, "Electrical Code adopted by the Town of Carefree and amended from time to time."

Section R112 Delete the words Board of Appeals and replace with Board of Adjustment.

Section R112.1 Delete this section in its entirety.

Section R112.2 Delete this section in its entirety.

Section R112.3 Delete this section in its entirety

Section R113.3 Prosecution of violation. If the notice of violation is not complied with in the time prescribed by such notice, the Building Official is authorized to request the legal counsel of the jurisdiction to institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the building or structure in violation of the provisions

of this code or of the order or direction made pursuant thereto.

(3) Chapter 3, "Building Planning", is hereby amended to read as follows:

Table R301.2(1), insert the following:

'Roof Snow Load: 0

Wind speed: 90 mph, Exposure B (Unless otherwise designated by the Building Official)

Seismic Design Category: B

Weathering: NEGLIGIBLE

Frost Line Depth: 12"

Termite: MODERATE TO HEAVY

Decay: NONE TO SLIGHT

Winter Design Temperature: 24 degrees F

Flood Hazards: (a) July 9, 1984, (b) July 19, 2001'

Air Freezing Index: 1500 or less

Mean Annual Temp: 71.2

Section R313.1 Exception: Delete in its entirety.

Section R313.2 Exception: Delete in its entirety.

Section M141.3 Condensate disposal. revise section by adding the following at the end of this paragraph:

Condensate disposal shall be allowed to terminate as follows:

1. Into an approved fixture tailpiece, funnel drain, waste air gap fitting, floor sink, and laundry way.
2. At or below grade outside the building in an area capable of absorbing the condensate flow without surface drainage.
3. Overflow drains, gutters, or downspouts that connect to drainage pipes, provided they terminate at or above grade in an area capable of absorbing the condensate flow without surface drainage.

Section P2603.5.1 Sewer depth. Insert 12" as the [NUMBER OF INCHES IN TWO LOCATIONS].

C. Amendments to 2018 International Plumbing Code.

Effective January 24, 2023, there is herewith adopted, by reference, the International Plumbing Code, 2018 Edition along with adopting APPENDIX C of this code, and as declared a public record by ordinance of the Mayor and Council of the Town of Carefree, by reference in total and as if each of the provisions thereof were set forth herein, except as amended or modified as follows:

Section 101.1 Title Revise section by inserting "Town of Carefree" as the [NAME OF JURISDICTION].

Section 103.4 Liability. Revise section by deleting board of appeals and replacing it with Board of Adjustment.

Section 106.1.1 Annual permit. Delete this section in its entirety.

Section 106.6.2 Fee schedule. The fees for each plumbing permit shall be as set forth in Chapter 10 Section

10-1-2 of the Carefree Town Code.

Section 106.6.3 Fee refunds. Revise by inserting shall be set forth in Carefree Town Code Chapter 10, Section 10-1-2.

Section 108.4 Violations penalties. Delete this section in its entirety and adding Violations penalties are set forth in Carefree Town Code Chapter 10, Section 10-1-5.

Section 108.5 Stop work orders. Delete in its entirety. Revise by inserting are set forth in Carefree Town Code Chapter 10, Section 10-1-5.

Section 109 Means of appeal. Delete subsections 109.1 through 109.7 and replace with "The means of appeal are set forth in Carefree Town Code Chapter 10 Section 10-1-2.

Section 305.4.1 Sewer depth. Revise by inserting 12" [NUMBER OF INCHES IN TWO LOCATIONS].

Section 314.2.1 Condensate disposal. Revise section by adding the following at the end of this paragraph: Condensate disposal shall be allowed to terminate as follows:

4. Into an approved fixture tailpiece, funnel drain, waste air gap fitting, floor sink, and laundry way.
5. At or below grade outside the building in an area capable of absorbing the condensate flow without surface drainage.
6. Overflow drains, gutters, or downspouts that connect to drainage pipes, provided they terminate at or above grade in an area capable of absorbing the condensate flow without surface drainage.

Section 410.4 Substitution. Revise section by adding a sentence to the end of the paragraph as follows: When a single drinking fountain is required, it may be substituted with a water dispenser.

Section 903.1 Roof extension. Revise by inserting 6" in [NUMBER OF INCHES].

D. Amendments to 2017 National Electrical Code.

Effective January 24, 2023, there is herewith adopted, in total, by reference thereto the National Electrical Code, 2017 Edition, as published by the National Fire Protection Association and adopted as a public record by ordinance of the Mayor and Council of the Town of Carefree, as fully and completely as if set forth in full herein, except as may be hereafter or otherwise amended by this chapter.

E. Amendments to 2018 International Mechanical Code.

Effective January 24, 2023, there is herewith adopted, by reference, the International Mechanical Code, 2018 Edition published by the International Code Council and as declared a public record by ordinance of the Mayor and Council of the Town of Carefree, by reference in total and as if each of the provisions Section thereof were set forth herein, except as modified or changed as follows:

- (1) Chapter 1, "Administration", is hereby amended as follows:

Section 101.1 Title. Insert the words "Town of Carefree" as the [NAME OF JURISDICTION].

Section 103.4 Liability. Revise by deleting Board of Appeals and replacing it with Board of Adjustment.

Section 106.4.3 Expiration. Amend to read as follows:

Every permit issued shall become invalid unless the work authorized by such permit is commenced and required inspections are requested by the permittee and approved by the code official within 180 days after its issuance, or if more than 180 days elapses between approval of required inspections. The code official shall be authorized to grant one extension of time for a period not to exceed 180 days. Permits shall

not be extended more than once and all requests for extensions shall be in writing. In order to renew action on a permit after expiration, a new full permit fee shall be paid based on the current fee schedule adopted by the Town of Carefree.

Section 106.4.4 Extensions. Amend to read as follows:

An application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application had been pursued in good faith or a permit has been issued; except that the Building Official is authorized to grant one extension of time for a period not to exceed 90 days. The extension shall be requested in writing and justifiable cause demonstrated.

Section 106.5.2 Fee schedule. Amend to read as follows:

All fees shall be in accordance with Chapter One of the International Building Code as adopted by the Town of Carefree and amended from time to time.

Section 106.5.3 Fee refunds. Amend to read as follows:

The code official shall be permitted to authorize refunding of a fee paid hereunder which was erroneously paid or collected. The code official shall be permitted to authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code. The code official shall be permitted to authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any examination time has been expended. The code official shall not be permitted to authorize refunding of any fee paid except upon written application filed by the original permittee not later than 90 days after the date of fee payment.

Section 108.4 Violation penalties. Delete this section in its entirety and adding violation penalties are set forth in Carefree Town Code Chapter 10, Section 10-1-5.

Section 108.5 Stop work order. Amend the last sentence to read as follows:

Any person who shall continue any work on the system after having been served by a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine as established by Carefree Town Code Chapter 10-1-5.

Section 109 Means of appeal. Delete subsections 109.1 through 109.7 and replace with "The means of appeal are set forth in Carefree Town Code Chapter 10 Section 10-1-2.

Section 314.2.1 Condensate disposal. Revise section by adding the following at the end of this paragraph: Condensate disposal shall be allowed to terminate as follows:

7. Into an approved fixture tailpiece, funnel drain, waste air gap fitting, floor sink, and laundry way.
8. At or below grade outside the building in an area capable of absorbing the condensate flow without surface drainage.
9. Overflow drains, gutters, or downspouts that connect to drainage pipes, provided they terminate at or above grade in an area capable of absorbing the condensate flow without surface drainage.

F. Amendments to 2018 International Fire Code.

Effective January 24, 2023, there is herewith adopted, by reference, the International Fire Code, 2018 Edition published by the International Code Council and as declared a public record by ordinance of the Mayor and Council of the Town of Carefree, by reference in total and as if each of the provisions thereof were set forth herein, except as modified or changed as follows:

Section 10-1-1. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Chief means the chief of the Rural/Metro Fire Department.

Duly authorized agent shall mean an individual employed by Rural/Metro Fire Department who has been appointed by the fire chief, in writing, to have the authority to issue civil fire code violations. Such authorization shall be filed with the Town Clerk.

Fire department means the Rural/Metro Fire Department or, in the event that the town shall provide its own fire protection service, that organization.

Hillside landform area. Any parcel of land or portion thereof with a surface slope that can easily exceed fifteen (15) percent where major collector streets have a maximum grade of nine (9) percent, and minor and local collector streets have a maximum grade twelve (12) percent and local residential streets have a maximum grade of fifteen (15) percent.

NICET means the National Institute for the Certification of Engineering Technologies, 1420 King Street, Alexander, VA. 22314-2915.

Town Code means Town of Carefree Town Code.

International Fire Code means the International Fire Code, 2018 Edition.

Section 1. Section 10-1-1 F of the Town Code is hereby repealed and replaced by a new section 10-1-1 F 2018 IFC, which shall read as follows:

Section 10-1-1 .1 Assumption of Jurisdiction; adoption.

(a) Pursuant to the provisions of A.R.S. §34-461 and §41-2163(A)(2), the Town of Carefree, having in effect a nationally recognized fire code, does hereby assume jurisdiction from the State Fire Safety Committee for prescribing and enforcing minimum Fire Prevention Codes and Standards within the Town of Carefree.

(b) The International Fire Code, 2018 edition, as published jointly by the International Code Council, Inc., and all appendices are adopted by reference and shall be the fire code of the town. Three (3) copies of the same shall at all times remain in the Office of the Town Clerk and be open to inspection.

Section 10-1-1 .2 Amendments.

The International Fire Code (I.F.C.) 2018 Edition, is amended in the following respects:

101.1 Title. These regulations shall be known as the Town of Carefree Fire Code, hereinafter referred to as "this code".

G. Amendments to 2018 International Energy Conservation Code.

Effective January 24, 2023, there is herewith adopted, by reference, the International Energy Conservation Code, 2018 Edition published by the International Code Council and as declared a public record by ordinance of the Mayor and Council of the Town of Carefree, by reference in total and as if each of the provisions thereof were set forth herein, except as modified or changed as follows:

Section C101.1 Title Revise section by inserting Town of Carefree [NAME OF JURISDICTION].

Section C109 BOARD OF APPEALS. Delete the words Board of Appeals and replace it with Board of Adjustment.

Section C402.1.1 Low-energy buildings. Revise section by adding item #4:

1. Structures not intended for public occupancy that have openings in the thermal envelope during business operations and do not utilize air conditioning such as repair garages, fabrication shops, warehouses, or similar facilities.

Section C403.1.1 Calculations of heating and cooling loads. Revise section by adding the following at the end of the paragraph: Not required for emergency replacement of cooling and heating equipment where there are no alterations, additions, or changes of occupancy.

H. Amendments to 2018 Fuel Gas Code International

Effective January 24, 2023, there is herewith adopted, by reference, the International Fuel Gas Code, 2018 Edition published by the International Code Council and as declared a public record by ordinance of the Mayor and Council of the Town of Carefree, by reference in total and as if each of the provisions thereof were set forth herein, except as modified or changed as follows:

Section 101.1 Title. Revise section by inserting Town of Carefree [NAME OF JURISDICTION].

Section 103.4 Liability. Delete the words Board of Appeals and replace it with Board of Adjustment.

Section 106.1.1 Annual permit. Delete this section in its entirety.

Section 106.6.2 Fee schedule. Amend to read as follows:

All fees shall be in accordance with Chapter One of the International Building Code as adopted by the Town of Carefree and amended from time to time.

Section 106.6.3 Fee refunds. Amend to read as follows:

The code official shall be permitted to authorize refunding of a fee paid hereunder which was erroneously paid or collected. The code official shall be permitted to authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code. The code official shall be permitted to authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any examination time has been expended. The code official shall not be permitted to authorize refunding of any fee paid except upon written application filed by the original permittee not later than 90 days after the date of fee payment.

Section 108.4 Violation penalties. Delete this section in its entirety and adding violation penalties are set forth in Carefree Town Code Chapter 10, Section 10-1-5.

Section 108.5 Stop work order. Amend the last sentence to read as follows:

Any person who shall continue any work on the system after having been served by a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine as established by Carefree Town Code Chapter 10-1-5.

Section 109.1 Application for appeal. Delete subsections 109.1 through 109.7 and replace with "The means of appeal are set forth in Carefree Town Code Chapter 10 Section 10-1-2.

- I. That certain document entitled, "The Town of Carefree Adobe Code," dated April 1985 and amendments.

J. That certain document entitled, "Conducting Blasting Operations Code," dated November 1998 and amendments.

K. Amendments to 2018 International Property Maintenance Code

Effective January 24, 2023, there is herewith adopted, by reference, the International Property Maintenance Code, 2018 Edition published by the International Code Council and as declared a public record by ordinance of the Mayor and Council of the Town of Carefree, by reference in total and as if each of the provisions thereof were set forth herein, except as modified or changed as follows:

Section 101.1 Title. Revise section by inserting Town of Carefree [NAME OF JURISDICTION].

Section 103.4 Liability. Delete the words Board of Appeals and replace it with Board of Adjustment.

Section 103.5 Fees. Amend to read as follows:

All fees shall be in accordance with Chapter One of the International Building Code as adopted by the Town of Carefree and amended from time to time.

Section 106.4 Violation penalties. Delete this section in its entirety and adding violation penalties are set forth in Carefree Town Code Chapter 10, Section 10-1-5.

Section 111.1 Application for appeal. Delete subsections 111.1 through 111.8 and replace with "The means of appeal are set forth in Carefree Town Code Chapter 10 Section 10-1-2.

Section 111.2 Membership of board. Delete this section and its subsections in their entirety.

Section 111.7 Court review. Delete this section in its entirety.

Section 111.8 Stay of enforcement. Revise by deleting appeals board and replacing it with Board of Adjustment.

Section 112.4 Failure to comply. Amend the last sentence to read as follows: Any person who shall continue any work on the system after having been served by a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine as established by Carefree Town Code Chapter 10-1-5.

Section 202 General Definitions. Revise Cost of Such Demolitions or Emergency Repairs by Deleting board of appeals and replacing it with Board of Adjustment.

Section 302.4 Weeds. Revise by inserting 9 inches in height.

Section 304.14 Insect Screens. Revise section by deleting "During the period from (date) to (date)" and capitalizing "EVERY."

Section 602.3 Heat supply. Revise section by deleting "During the period from (date) to (date) to maintain" and replacing with "capable of maintain."

Section 602.4 Occupiable workspace. Revise section by deleting "During the period from (date) to (date) to maintain" and replacing with "capable of maintain."

Section 10-1-3 Conformance with Zoning Ordinance

Whenever a building permit is issued and a building inspection performed, such building must conform to the

provisions of the zoning ordinance of the town in addition to the provisions of this chapter.

Section 10-1-4 Enforcement *

The town building official is hereby authorized and directed to administer and enforce this article. The town building official is further authorized and directed to make annual inspections of all commercial buildings within the town limits for the purpose of enforcing this article. All other town law enforcement officials and agencies shall, whenever requested by the town building official, participate in and assist the town building official in the enforcement of this article to the extent that they are lawfully authorized to do so.

Section 10-1-5 Violations and Penalties **

Any person, firm or corporation upon admission or conviction of violating any provision of this article, and the codes and public records adopted herein by reference, shall be guilty of a misdemeanor and shall be punished by a fine not to exceed one thousand two hundred fifty dollars or by imprisonment for not more than ninety days, or by both such fine and imprisonment. Each day that a violation continues shall be a separate offense punishable as described herein.

Article 10-2 STANDARD SPECIFICATIONS AND DETAILS ***

A. That certain document entitled "Uniform Standard Specifications for Public Works Construction," sponsored and distributed by the Maricopa Association of Governments and all amendments and addenda thereto, is hereby adopted by the Town of Carefree and made a part of this chapter as though said document were set forth in full herein; and three copies thereof shall be kept on file in the office of the town clerk and kept available for public use and inspection during office hours.

B. That certain document entitled "Uniform Standard Details for Public Works Construction," sponsored and distributed by the Maricopa Association of Governments, and all amendments and addenda thereto, is hereby adopted by the Town of Carefree and made a part of this chapter as though said document were set forth in full herein; and three copies thereof shall be kept on file in the office of the town clerk and kept available for public use and inspection during office hours.

Article 10-3 ARIZONANS WITH DISABILITIES ACT *

A. Standards and specifications set forth in Title 41, Chapter 9, Articles 8, Arizona Revised Statutes (Arizonans with Disabilities Act), and its implementing rules, including "Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities" declared a public record by Resolution No. 97-03, as applying to public entities, are hereby adopted and incorporated as an amendment to the Uniform Building Code adopted in Section 10-1-2 of the Town Code and made part thereof as though fully set forth therein. Such standards and specifications shall apply to new construction and alterations and are not required in buildings or portions of existing buildings that do not meet the standards and specifications.

B. Standards and specifications set forth in Title 41, Chapter 9, Article 8, Arizona Revised Statutes (Arizonans with Disabilities Act), and its implementing rules, including "Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities" declared a public record by Resolution No. 97-03, as applying to public accommodations and commercial facilities, are hereby adopted and incorporated as an amendment to

the Uniform Building Code adopted in Section 10-1-2 of the Town Code and made part thereof as though fully set forth therein. Such standards and specifications shall apply to new construction and alterations commenced after September 3, 1996.

Article 10-4 CLEAN-BURNING FIREPLACE STANDARDS **

A. The purpose of this Article is to regulate fireplaces, wood stoves or other solid-fuel burning devices to reduce the amount of air pollution caused by particulate matter and carbon monoxide.

B. For purposes of this Article, the following words and terms shall be defined as follows:

1. "Fireplace" means a built-in-place masonry hearth and fire chamber of a factory-built appliance, designed to burn solid fuel or to accommodate gas or electric log insert or similar device, and which is intended for occasional recreational or aesthetic use, not for cooking, heating or industrial processes.

2. "Solid fuel" includes but is not limited to wood, coal or other nongaseous or nonliquid fuels, including those fuels defined by the Maricopa County Air Pollution Control Officer as "inappropriate fuel" to burn in residential woodburning devices.

3. "Woodstove" means a solid-fuel burning heating appliance including a pellet stove, which is either freestanding or designed to be inserted into a fireplace.

C. No person shall construct or install a fireplace or a wood stove unless the fireplace or woodstove complies with one of the following:

1. A fireplace which has a permanently installed gas or electric log insert.

2. A fireplace, woodstove or other solid-fuel burning appliance which has been certified by the United States Environmental Protection Agency as conforming to 40 Code of Federal Regulations Part 60, Subpart AAA as in effect on July 1, 1990.

3. A fireplace, woodstove or other solid-fuel burning appliance which has been tested and listed by a nationally recognized testing agency to meet performance standards equivalent to those adopted by 40 Code of Federal Regulations Part 60, Subpart AAA as in effect on July 1, 1990.

4. A fireplace, woodstove or other solid-fuel burning appliance which has been determined by the Maricopa County Air Pollution Control Officer to meet performance standards equivalent to those adopted by 40 Code of Federal Regulations Part 60, Subpart AAA as in effect on July 1, 1990.

5. A fireplace which has a permanently installed woodstove insert which complies with paragraphs 2, 3 or 4 above.

D. The following installations are not regulated by this Article and are not prohibited by this Article:

1. Furnaces, boiler, incinerators, kilns and other similar space heating or industrial process equipment.

2. Cookstoves, barbecue grills and similar appliances designed primarily for cooking.

3. Fire pits, barbecue grills and other outdoor fireplaces.

E. No person shall alter or remove a gas or electric log insert or a woodstove insert from a fireplace for

purposes of converting the fireplaces to directly burn wood or other solid fuel. No person shall alter a fireplace, woodstove or other solid fuel-burning appliance in any manner that would void its certification or operational compliance with the provision of this Article.

F. In addition to the provisions and restrictions of this Article, construction, installation or alteration of all fireplaces, wood stoves and other gas, electric or solid-fuel burning appliances and equipment shall be done in compliance with provisions of the Comprehensive Building Safety Code and shall be subject to the permits and inspections required by the Comprehensive Building Safety Code.

Agenda Item #



**TOWN OF CAREFREE
INFORMATION SUMMARY**

MEETING

DATE: October 25, 2022

SUBJECT: Authorization of Capital Improvement Funds for the Design and Construction of the Carefree Drainage Improvement project including the Stanley Group engineering design fees.

ATTACHMENT: Stanley Scope and Fee Proposal

SUMMARY:

On May 4, 2022, the Maricopa County Flood Control District (MCFCD) signed an IGA with the Town which authorized funds to design and construct improvements to the Carefree Terrance Condominiums Drainage Improvement project. This request is to appropriate a design consultant firm to produce construction documents for this project and to also appropriate the construction funding to implement this project.

Stanley Group has been asked to submit a scope and fee since they were the firm which assisted in obtaining the funds. They have submitted a scope and fee in the amount of \$127,521.50. They have also estimated the construction cost to be \$496,060.50 for a total fee including construction of \$623,582.00.

This authorization includes additional estimated funding expressly not paid with MCFCD funding which includes the following tasks: Construction Management, Materials Testing, Utility Relocations, and Temporary Construction Easements estimated at \$160,000. Therefore, the total appropriation requested for design and construction of this project is \$783,582.00.

The signed IGA specifies cost sharing in the ration of 75% (MFCDD) and 25% (Town) funding not to exceed \$650,000. This requires the MCFCD to reimburse the town for design and construction funds not to exceed \$487,500.00.

ACTION NEEDED:

Authorization of Capital Improvement Funds to complete the Design and Construction of the Carefree Terrance Condominiums Drainage Improvement Project with the use of the Stanley Group.

REPORT PREPARED BY:

Mark Milstone, Town Engineer



3133 E. Camelback Road
Suite 100
Phoenix, AZ 85016

602.333.2200
stanleyconsultants.com



October 14, 2022

Mark Milstone, PE
Town Engineer
Town of Carefree
8 Sundial Circle
Carefree, Arizona 85377

SUBJECT: Carefree Drive Drainage (at Carefree Terrace Condominiums)

Dear Mr. Milstone:

Stanley Consultants is pleased to provide the Town of Carefree professional engineering services for the drainage improvements at Carefree Drive and the Carefree Terrace Condominiums. The attached cost proposal was prepared in accordance with the most recent information and status of the project.

Documents in support of the cost proposal include:

- (a) Scope of Work
- (b) Derivation of Cost Proposal & Labor Hours worksheet
- (c) Direct Expense Summary

If other information is needed, please let us know. Stanley Consultants looks forward to serving the City of Carefree with their drainage and transportation needs.

Sincerely,

A handwritten signature in black ink that reads 'Steven A. Jimenez'.

Steve Jimenez, PE
Project Principal
Stanley Consultants, Inc.

cc: Karen Hobbs

Attachments: Scope of Work, Labor Hour Estimate & Direct Expenses

Town of Carefree
PROFESSIONAL ENGINEERING SERVICES
Carefree Drive Drainage (at Carefree Terrace Condominiums)
Scope of Work

Project Description & Purpose:

Stanley Consultants, Inc. was requested by the Town of Carefree to generate a scope of work and cost proposal for the final design of flood mitigation improvements for the multiple culvert crossing located on Carefree Road about 300 ft northeast of Cave Creek Road in Carefree, Arizona. Project Location is shown on the attached Project Vicinity Map.

Final design includes the development of final construction plans, specifications and cost estimate in order for the Town of Carefree to bid advertise for construction. The plans, specifications and cost estimate will be sealed by a professional engineer in the State of Arizona.

Length of Services: The length of services begins with the Notice to Proceed (NTP) and includes all reviews by the team through final construction documents and written acceptance by the Town of Carefree. This task will be completed within 6 months from the Notice to Proceed date. The following are the approximate dates for submittals:

| | |
|-----------------------------|------------------|
| Notice to Proceed: | November 2022 |
| Survey Completed: | December 2022 |
| 60% Stage Submittal | February 2023 |
| Initial Drainage Memorandum | |
| 100% Stage Submittal | early April 2023 |
| Final Drainage Memorandum | |

These dates will be finalized with Mark Milstone, Town Engineer at the Notice to Proceed.

Project Schedule Updates: Stanley Consultants will provide status updates for all activities in the schedule monthly. If changes to the schedule occur, Stanley Consultants will submit proposed dates and reason for modifications to Mark Milstone, Town Engineer, for approval as soon as possible.

Project Deliverables: The following documents will be submitted for review and approval for construction by the Town of Carefree:

- 60% Stage Submittal (including Engineer's Estimate and Special Provisions)
- 95% Stage Submittal – Draft Final submittal of construction documents including Engineer's Estimate and Special Provisions
- Sealed Construction Documents & Bid Schedule
- Drainage Memorandum

All submittals will be electronic in pdf format. Document sizes will be 8 1/2" X 11" for reports, special provisions and construction plans will be 24" X 36".

Meetings & Coordination: Stanley Consultants will participate in the following meetings during the duration of the project:

- Kick-off Meeting and Field Review
- Comment Resolution Meeting (60% and 95% Stage Submittals)
- Comment Resolution Meeting with FCDMC (Drainage Memorandum)

The comment resolutions meetings will be held via Microsoft Teams meeting. The kick-off meeting and field review will be held and Town offices and on-site.

Monthly internal team meetings will be held to discuss advancement of drainage analysis, development of construction documents, and other supporting activities associated with the project.

Throughout the length of the contract, Stanley Consultants' Project Manager, Karen Hobbs, will provide project status updates monthly with Mark Milstone, Town Engineer. Email correspondence will be sent at other times throughout the lifecycle of the project on an as-needed basis to address any project concerns or unforeseen issues that arise during development.

Scope of Work:

Survey and Mapping: Topographic survey and control will be completed by Stanley Consultant's subconsultant, Geomatics Consulting Group. Their cost proposal and scope of work is included as Attachment A.

Geotechnical Investigations: Field investigations will be completed for the design of the drainage improvements by Stanley Consultant's subconsultant, Ethos Engineering, LLC. Their cost proposal and scope of work is included as Attachment B.

Collect and Review Data: Stanley Consultants will collect and review all data including: "as-built" or record plans, topographic maps, drainage reports, area drainage master plan and information for the subdivisions adjacent to the project limits.

Utility Coordination: Stanley Consultants will coordinate with utility companies within the right-of-way of Carefree Drive and obtain as-built information. Utility companies that are identified on the Arizona811 query will be contacted. Utility information will be utilized to identify probable conflicts with recommended corridor concepts. Stanley Consultants will provide documentation to the Town of no conflict verification or conflict/relocation plans of the existing utilities that are within the project limits.

Designating and locating services for utilities within the project limits will be completed by T2 Utility Engineers. Their cost proposal and scope of work is included as Attachment C.

Hydrology & Hydraulic Analysis & Memorandum: Stanley Consultants will verify the hydrology for the contributing watershed to the culvert system located about 300 ft east of Cave Creek Road crossing Carefree Drive. Hydrologic assessments are found in the Carefree Area Master Drainage Plan completed in 2003 for FCDMC along with adjacent development drainage reports.

Channel & Culverts Hydraulic Analysis: A hydraulic analysis will be performed for the proposed channel and culvert systems along the project length using HEC-RAS. The areal basin located on the Almarite Homeowners Association property, (adjacent to the north side of Carefree Drive and east of the culvert outlets), will be evaluated in the hydraulic model. The hydraulic analysis will be documented in detail in the Drainage Memo. No hydrologic analysis will be performed. The design discharge for the channel reaches will be obtained from the previous studies of the area.

Drainage Memorandum (Draft & Final): A Drainage Memorandum will be prepared to document design criteria and engineering methodologies used for the hydraulic analyses and include a narrative with summary. It will contain vicinity and project maps, the results of the hydrologic and hydraulic analyses, provide supporting calculations, supporting sketches, references, and present photos of existing site conditions. It is envisioned the Drainage Memo will be approximately 20 pages in length. The Draft Drainage Memo will be prepared and submitted with the 30% plan submittal. The Final Drainage Memo will incorporate comments on the Draft

document.

Construction Documents: Stanley Consultants will develop the construction documents for the drainage improvements identified in the final drainage memorandum. There will be three staged submittals for development – 60%, 95%, and Sealed documents. The following are the estimated discipline plans needed for the project: Drainage, Roadway, and Minor Structures.

Special Provisions: Special provisions will be prepared based on Maricopa Association of Governments (MAG), Arizona Department of Transportation (ADOT), and/or other Standards adopted by the Town of Carefree. Specifications used will be referenced in the project plan sheets and be included in the project construction documents submittals.

Quantities, Engineer's Estimate, and Bid Tabs: Stanley Consultants will prepare a detailed Engineer's Estimate and bid tabs consistent with the Maricopa Association of Governments format. Quantities and back-up will be developed based on the construction plans and be measured in accordance with the MAG specifications. Quantities and Engineer's Estimate will be submitted to the Town as part of the construction documents package at all submittals. The bid tabs will be provided with the sealed documents.

Project Bidding Services: The following services are included to assist the Town in the bidding process for the project.

- Pre-Bid Meeting
- Prepare Addenda
- Review Bids
- Bid Recommendation

Exclusions: The following items are excluded from this Scope of Work and can be added as requested by the Town of Carefree:

- Scoping Document/Preliminary Engineering Documents
- NEPA Environmental Documentation and Clearance including Section 404/401 permit
- Landscape Architecture
- Right-of-Way acquisitions
- Storm Water Pollution Prevention Plan (SWPPP)
- Traffic engineering studies,
- Pavement Markings and Signing
- Construction Phasing and Construction Traffic Control.
- Relocation of Utilities
- Construction Management and Inspection Services
- Utility Relocation Design

Geomatics Consulting Group

1745 W. Deer Valley Rd. – Suite 118 - Phoenix, AZ 85027

09/09/22



Karen Hobbs, PE, Principal Engineer
STANLEYCONSULTANTS, 3133 East Camelback Rd, Suite 100, Phoenix, AZ 85016
T: 602.333.2421 | M: 602.228.7559 | stanleyconsultants.com

Carefree Drainage Analysis Mapping Proposal

Mapping Scope:

- Area inside of red perimeter in supplied kmz file will be mapped to 2' contour interval accuracy using ADOT Roadway Design symbology in Micorstation.
- Mapping will be generated via photogrammetry, LIDAR, terrestrial GPS and optical measurement methods.
- Aerial control points will be set and measured to enable photogrammetric mapping and construction.
- Map & DTM will be compiled by Cooper Aerial.
- Only subterranean drainage structures will be measured per supplied pdf file.
- Regular utilities will not be mapped.
- Optical measurements will be made under car canopies at apartment complex only.
- Conc channel will be optically measured where needed due to tree infestation.
- Most NW apartment bldg FF will be measured and surrounding SW at ground level for inclusion into DTM.

Mapping fee: **\$14,561**

Thank you for this opportunity to be of service.

Ron Barbala, PLS-CFedS
President

Geomatics Consulting Group

Office: 623-580-0921

Mobile: 480-652-3444

rbarbala@geomaticsconsultinggroup.com

Attachment A - Survey Limits

48-inch CMP outlet - need invert

48-inch CMP inlet - need invert



Need data on existing drainage structures on both sides of driveway and the valley gutter down the middle of the parking lot

Survey Limits

Drainage Basin

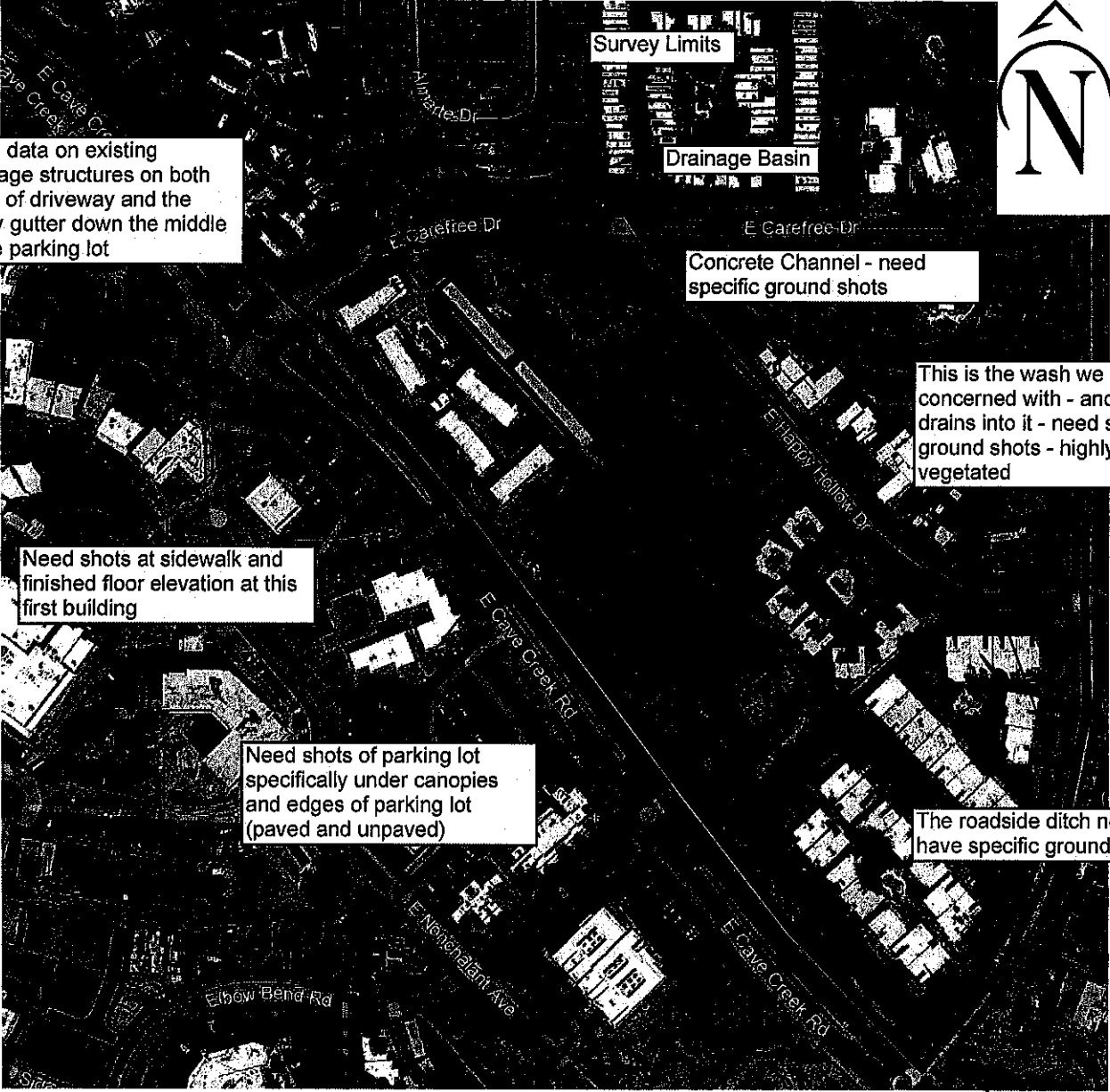
Concrete Channel - need specific ground shots

This is the wash we are concerned with - and what drains into it - need specific ground shots - highly vegetated

Need shots at sidewalk and finished floor elevation at this first building

Need shots of parking lot specifically under canopies and edges of parking lot (paved and unpaved)

The roadside ditch needs to have specific ground shots



There is 2-42-inch CMPs under Tranquil Trail - need inverts (inlet and outlet)

September 14, 2022

Stanley Consultants, Inc.
3133 E. Camelback Road, Suite 100
Phoenix, AZ 85016

Attn: Diana Kelly, P.E.

**Re: Proposal for Geotechnical Evaluation
Town of Carefree
East Carefree Drive at East Cave Creek Road Drainage Improvements
Carefree, Arizona**

Dear Diana:

As requested, Ethos Engineering, LLC (Ethos) is pleased to present this proposal to Stanley Consultants, Inc. (Stanley) for professional geotechnical engineering services for the referenced project. Included is our understanding of the project, our proposed scope of work, work-hour estimate and estimated fees.

1.0 Project Description

Stanley has been tasked by the Town of Carefree (Town) to evaluate the overall drainage conditions which are present within a portion of an un-named wash located just north of Cave Creek Road at East Carefree Drive in Carefree, Arizona. The un-named wash flows generally from the east to west and is a tributary to Galloway Wash. Two, 42-inch diameter storm drainpipes carry flows beneath Carefree Drive. The pipes are undersized and water often backs up east of the street and causes localized flooding within the Carefree Terrace Condominiums which are located just east of Carefree Drive and south of the wash.

The project will provide an all-weather crossing Carefree Drive, approximately 250 feet east of the intersection of East Cave Creek Road and East Carefree Drive. Though paved, the existing road currently overtops due to flooding. It is hoped that overtopping will be eliminated with any planned improvements.

Ethos has been retained by Stanley to provide geotechnical engineering support services. Our requested scope includes the preparation of a letter which addresses the site soil conditions including erodibility, slope stability and general support conditions for pavements.

2.0 Scope of Services

2.1 Test Pits

Ethos will supervise the excavation of four backhoe test pits excavated to depths of about 5 to 8 feet or prior practical refusal. We will prepare logs of each pit and obtain bulk samples sufficient for laboratory testing. Ethos will, as needed, obtain a permit from the Town to perform work within their right of way. It is assumed that any permitting fees by the Town will be waived. We further assume that minimal traffic control signage will be required to perform this work. Prior to performing any excavation, we will contact AZ811 to have any buried utilities located.



2.2 Laboratory Testing

A subconsultant to Ethos will perform laboratory testing based upon the testing assigned by Ethos. The following is an estimate of the tests to be performed for this project:

| Test | Estimated No. of Tests |
|---------------------|------------------------|
| Grain-size Analysis | 4 |
| Atterberg Limits | 4 |

2.3 Analysis and Report Preparation

We will prepare a Geotechnical Evaluation letter report. The report will address the existing conditions and will include a site plan showing our test locations, site photos and the results of laboratory testing. Our report will discuss our observations relative to conditions present with the wash and discussion regarding erodibility, slope stability, sediment and debris transport, and discussion regarding the possible site improvements. It is assumed this data will be utilized by others for hydraulic design.

3.0 Project Schedule

We will begin our work upon notice-to-proceed (NTP) and will endeavor to complete our work within 5 weeks of NTP.

4.0 Project Fees

Our services will be performed under the direction of an Arizona-registered Professional Civil Engineer. Based on the proposed scope of work and our understanding of the project, we propose to complete the geotechnical scope of work presented above for a lump sum cost of **\$4,950.00**.

If there is a need for any change on the scope of services described in the proposal, please call us immediately. Changes may require revision of the proposed fee, which will be communicated to you upon assessment of the request changes effect on the fee. Our fees will be invoiced on a monthly basis not to exceed the indicated amount.

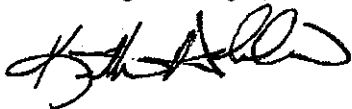
Should you have any questions on our scope and fee proposal, please do not hesitate to contact me. Thank you again for the opportunity to work with you and your team.

5.0 Authorization

We will proceed upon successful negotiation and execution of the subconsultant agreement provided by Stanley.

We appreciate the opportunity to submit this proposal and look forward to working with you on this project. If you have any questions or require additional information pertaining to this proposal, we would be pleased to discuss them with you.

Sincerely,
Ethos Engineering, LLC



Keith H. Dahlen, P.E.
Principal

Scope of Work Carefree Drive & Cave Creek Road

Attachment C



September 15, 2022

Stanley Consultants

Attn: Diana Kelly, PE

3133 E Camelback Road, Suite 100

Phoenix, AZ 85016

Email: kellydiana@stanleygroup.com

Phone: 602.333.2362

T2 UES, Inc. dba
T2 Utility Engineers
19621 N. 23rd Drive
Suite 150
Phoenix, AZ 85027
602-977-8000 (phone)
www.t2ue.com

**RE: East Carefree Drive and Cave Creek Road Drainage Improvements
Subsurface Utility Engineering (SUE)–Scope of Services
T2 Proposal No. 16104-22-0206**

Ms. Kelly:

T2 UES, Inc. dba T2 Utility Engineers (herein referred to as T2) is pleased to submit this proposal to provide professional Subsurface Utility services for the above referenced project to Stanley (the Client). Below is the project team's scope and fee for the project.

PROJECT UNDERSTANDING

The T2 team will complete ASCE 38 Quality Level D, C, B and A Utility Investigation within the project area as defined below. The team will utilize the CI/ASCE 38 standard for collecting and depicting the existing utilities. This process will include an iterative field investigation, which will ultimately produce detailed drawings that are signed and sealed by a Professional Engineer in accordance with the requirements of the Standard.

T2's general workflow to our approach is outlined below:

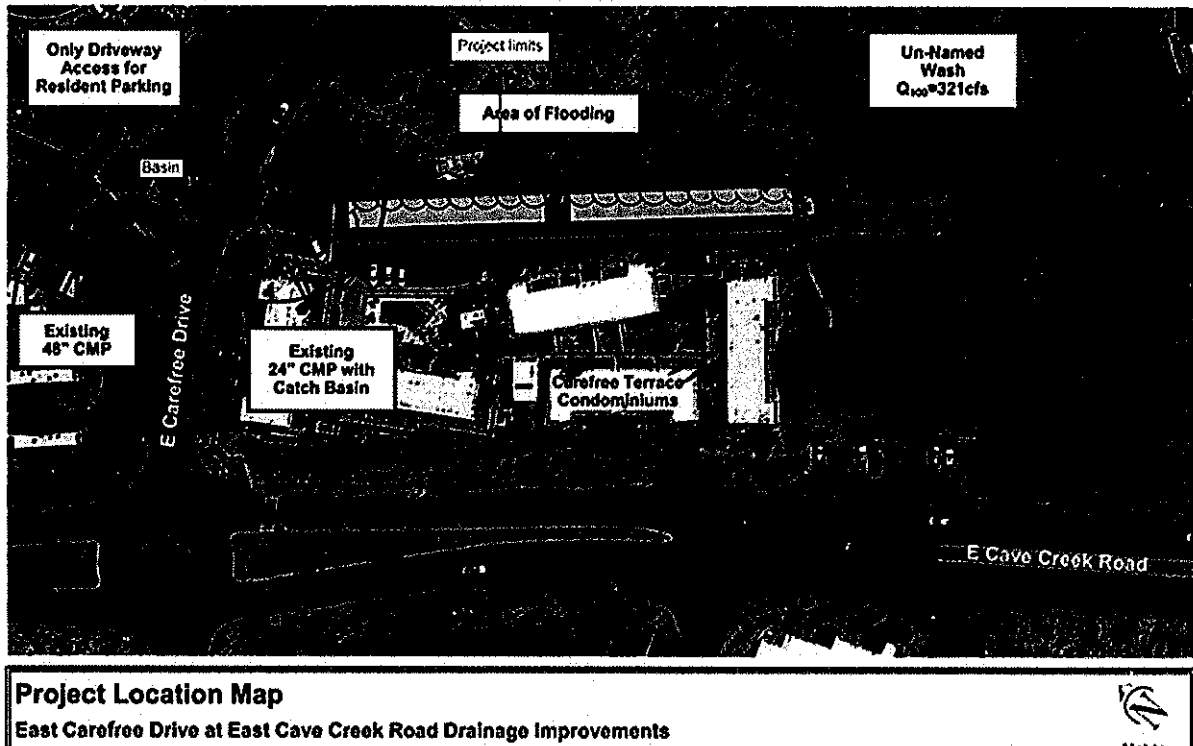
1. Perform records research;
2. Perform survey of existing Utility Appurtenances
3. Perform geophysical investigation;
4. Perform survey of utility markings placed by our designators;
5. Complete utility investigation with depictions as outlined in the ASCE 38 standard (QL D, C, & B);
6. QA/QC of our investigative findings based on existing records, maps and as-built information;
7. Conducting additional investigation via test holes to investigate vertical conflicts (QLA)
8. Provide depiction of the completed utility investigation findings – signed and sealed by a licensed engineer.

Scope of Work Carefree Drive & Cave Creek Road

Attachment C

LIMITS OF INVESTIGATION

- The utility investigation will take place along Carefree Drive just north of E. Cave Creek Road in the Town of Carefree, AZ. The client provided the limits map below on 9/12/2022 with the blue clouded area as the limits to be investigated.



PROJECT APPROACH

The T2 team will complete a SUE investigation in accordance with the CI/ASCE Standard 38: *Standard Guideline for the Collection and Depiction of Existing Subsurface Utilities*. ASCE 38 provides a nationally recognized, standard guideline for the collection and depiction of existing subsurface utility data. The utility quality level provides a professional opinion of the quality and reliability of the utility information. The four quality levels are as follows:

- **Quality Level D (QLD):** Record research of existing subsurface utilities within the project limits by contacting each utility owner and obtaining their available facility records. This process will substantiate necessary records that will be obtained and the depiction of untraceable (nonmetallic buried without trace wire) utilities that do not meet Quality Level C or B specifications. QLD designation is based on information obtained from record drawings and includes utility type, ownership, size and material composition.
- **Quality Level C (QLC):** Inclusive of a QLD effort, the project team will provide QLC designating of existing untraceable subsurface utilities by correlating surveyed surface evidence to the QLD utility records to obtain the utility location. QLC designation includes utility type, ownership, size and material composition based on available record information.
- **Quality Level B (QLB):** Involves the use of QLC and QLD methods of utility investigation and the use of subsurface geophysical techniques under the direction of a Professional Engineer licensed in the State of Arizona to determine the existence and horizontal position of underground utilities. This activity is called "designating." The information obtained in this manner is surveyed to project control. Two-dimensional (2D) designation information is obtained.
- **Quality Level A (QLA):** Inclusive of the QLB, QLC and QLD levels of utility investigation, incorporates the use of minimally intrusive Air-Vacuum Excavation methods at critical points to determine the precise horizontal and vertical position of underground utilities, as well as the type, size, condition, material and other characteristics. The excavation and data documentation activity is called Locating "excavation of test holes". It is the highest level of utility certainty presently available. When surveyed and depicted, precise plan and profile information is available for making final design decisions at the test hole locations. QLA deliverables are signed and sealed by a Professional Engineer licensed in the State of Arizona.

Scope of Work

Carefree Drive & Cave Creek Road

Attachment C

T2's general approach is to perform a QLB investigation using all available geophysical means and methods to identify the location of the subsurface utilities within the project limits. Where QLB data unachievable, utilities will be shown at QLC or QLD depending on available information and surface features. Further detail regarding Quality Levels and the specific project scope are detailed below.

SCOPE OF WORK

A Professional Engineer licensed in the State of Arizona shall oversee, document, stamp and seal a Subsurface Utility Engineering (SUE) investigation of the project area to determine existing utility conditions within the project limits. As part of the SUE investigation for this project T2 will complete the following tasks:

➤ QLD Utility Records Research

The T2 team shall perform the following activities as part of their research effort on this project:

- Conduct a full reconnaissance and utility records research to aid in the identification of Utility Owners that may have facilities on, or to be affected by the project.
- Collect all applicable utility facility records available through Utility Owner(s), such as one-call notification, service maps, as-built drawings, standard drawings, service plats, construction plans from prior projects, local government or Agency permit exhibit drawings, and oral histories gained through interviews with Utility Owner officials and authorities. Note, T2 to cross check and verify utility record information previously collected by the Client.
- Compile a list of all utility companies contacted for information. Note information received with contact information for each response and note non-response if applicable.
- Attempt to identify all known and unknown utilities, except as noted above, within the project area at QLB and depict those utilities at the actual achieved utility Quality Level.
- All utility company contacts will be provided to the client

➤ Perform QLC, QLB Investigation

The T2 team will conduct the following:

- T2 will survey existing visible surface utility appurtenances and correlate the information provided to the QLD utility records to obtain the utility location. This effort will update the information and depictions to QLC, and all data will be incorporated into the CAD file and final PDF deliverable.
 - Utilize geophysical utility locating techniques to determine the true horizontal position of conductive utilities within the project area. The project team will provide QLB depictions of existing traceable (metallic or nonmetallic buried with trace wire) subsurface utilities utilizing a variety of geophysical locating equipment to detect, verify and designate the location of subsurface utilities from above ground. Once designated (horizontally positioned), verified utilities are marked using appropriate pink paint and flagging which is the standard industry color for temporary markings. This field information is then surveyed and mapped into a digitized CAD file compatible with the project design files.
 - T2 will utilize a full suite of geophysical equipment appropriate to existing site conditions for locating the type of utility being investigated. Utilities detected that are not identified by the records research will be termed "undocumented" and depicted on the plans as "unknown" utilities.
 - T2 will use a complimentary suite of geophysical tools in an attempt to determine the location of undocumented utilities but cannot guarantee finding all undocumented utilities. Electromagnetic depths will not be recorded during this investigation.
 - As an additional step, T2 will use inductive scanning techniques in critical areas to attempt to designate the presence of conductive undocumented utilities. QLA Test Holes may be necessary to confirm the existence of undocumented utilities in areas of potential conflicts, no QLA test holes have been included in this scope and fee.
 - GPR NOTE: T2 will conduct an investigation of the project site using Ground Penetrating Radar (GPR) equipment in an effort to detect larger non-metallic utilities. However, the degree of success of a GPR investigation is based entirely on the composition of the soils and the depth and scale of subsurface targets. Electrically non-conductive soils, such as quartz sands, typically allow for the study of phenomena to depths greater than 15 feet. Electrically conductive soils, such as clay, moist silt or saline soils typically preclude the investigation of targets deeper than 3-6 feet. A determination of a maximum attainable depth of investigation requires on-site resistive site calibration of the GPR equipment. Subsequently, due to the unknown receptiveness of site specific soils to the passage of radar energy, conclusive results cannot be guaranteed from GPR.
-

Scope of Work

Carefree Drive & Cave Creek Road

Attachment C

- QLB depiction will be attempted on all mainline utilities included within T2's geophysical investigation. However, sewer, storm drain and possibly non-metallic water will most likely be depicted at QLC or QLD dependent upon existing physical appurtenances associated with these lines; utilities that cannot be designated at QLB, but have existing physical appurtenances in the field will be depicted at QLC; utilities which cannot be designated at QLB and for which there are no visible physical appurtenances will be depicted at QLD per record.
- Underground storage tanks (USTs), septic fields, traffic loop systems, sewer laterals, and landscape irrigation are excluded from this investigation.
- Invert information and, where possible, pipe size/material will be collected at Storm and Sewer Manholes as well as Storm Drain Catch Basins and Drop inlets, where accessible from the surface will be collected. The alignment of the sewer pipes will be shown on the drawing based on a combination of record information received, results of the invert investigation, surveyed MH's/CB's and professional judgment. If confined space entry is required to obtain information of offset or excessively deep pipes, extra costs will be incurred and will be discussed with the client in advance.
- No top of nut elevations on water valves will be documented for the project, in the event this is required it need to be completed under a separate scope and fee.
- For site limits, private property, T2 will be granted access by the client.

➤ Perform QLA Test Holes (Potholes) per the QLA ASCE 38 Standard

The T2 team will complete an estimated 4 test holes for this project at utility conflict locations:

- T2 can assist the client in determining the critical points based on their design to identify the test hole locations along with an accompanying test hole number.
- Will provide traffic control plans and protection in accordance with Town specifications and permit requirements. This item will be subcontracted to a certified traffic control company if required.
- T2 will obtain required permits, contact state one-call notification system (Blue Stake), and submit one-call tickets prior to excavation.
- T2 will use the compressed air & vacuum excavation method at critical points to measure and record the precise horizontal and vertical position of underground utilities, as well as the type, size, condition, material and other characteristics. Standard hole size is a 12"x12" hole with a depth up to 6 feet deep.
- Backfill of excavated test holes will be in accordance with Town standards, test hole procedure for this project includes slurry backfill for holes excavated in existing pavement, and native backfill for holes excavated off road. All test holes excavated in asphalt will utilize pavement restoration using "Hot Patch", or replacement of the original surface using the coring (keyhole) method, dependent upon inspector approval. It is anticipated that all work conducted will be within either Town ROW or property owned by the Town.
- The test hole information will be documented on our T2 Testhole Data Report and Summary forms. The client will receive the reports with the surveyed test hole locations outlined. The testhole reports will be signed and sealed by an Arizona Registered Professional Engineer (licensed with the AZ Board of Technical Registration).

Notes:

- If additional holes are required over and above the 4 holes scoped for this project. Note, the project is estimated as hourly, in the event the additional holes go over what is included in the proposed fee a change order will be required.
- Prior to beginning the QLA test hole work, T2 will request a pdf plan set showing test hole locations with accompanying Northing and Easting coordinates
- Each test hole will be assigned a unique ID number and will be marked for survey.
- Excavation in rock or excavation to a depth greater than 12 feet is considered beyond the scope of this proposal and can be estimated for the Client on a case by case basis.
- If test holes are located in sidewalk or concrete, there will be a per hole charge of \$125 per hole to excavate, jackhammer, and remove the existing concrete on the site, saw cut, and conduct 12" x 12" concrete restoration using bagged premixed concrete. If full panel replacement is required for holes excavated in sidewalk or concrete, additional cost will be incurred, to be covered under a separate scope and fee.

Scope of Work Carefree Drive & Cave Creek Road

Attachment C

SCHEDULE

Once NTP is given, a detailed schedule will be provided.

DELIVERABLES


- T2 will provide a signed pdf plan set and corresponding AutoCAD Civil 3D drawing showing the location of existing utilities within the project area. The drawing will depict utilities within the investigation area at the achieved ASCE 38 Quality Level and the pdf plan set will be signed and stamped by a licensed Professional Engineer.
- Pertinent QLA utility test hole data will be presented in scanned electronic format on our standard "Test Hole Data Summary" and individual "Test Hole Data Report" forms sealed by an Arizona Registered Professional Engineer (licensed with the AZ Board of Technical Registration). Information includes the depth, horizontal coordinates, vertical elevation, size, and material composition of the utility line exposed at each test hole.

ASSUMPTIONS

- Stanley will provide the following:
 - Existing topographic survey and any alignment files for the project
 - Survey control
 - Existing right-of-way information if available
 - Any previously collected utility records, points of contact, as-built plans, and electronic files to be made available for T2's use during the utility investigation.
 - Right of entry to any private property or co-ordination to obtain access to private property.
- T2 will no provided any water top of nut elevations
- CCTV investigation is not included, if sewer lateral information is required a CCTV investigation is recommended and can be completed under a modification or separate scope and fee.
- Electronic Depths are not part of this scope and fee
- No butterfly diagrams or 3D modeling (with pipe networks) will be included as part of this scope.
- No utility coordination, utility relocation design, or conflict analysis will be performed as part of this scope.
- The removal of 811 paint marks or designation is NOT included, it is assumed that paint markings have been discussed with the owner of the facility and field markings are allowed to be painted on site.

PROJECT ESTIMATE

For the services outlined, T2 proposes compensation as outlined in the fee schedule below. T2 will not exceed the estimated fee without prior authorization from Client. **Monthly invoices will be prepared for work completed up to the estimated budget amount.** We appreciate this opportunity to provide professional SUE and Surveying services for this project. Should you have any questions or require additional information, please do not hesitate to call.



Robert Ramsey, P.E.
Vice President
Phone: 602.977.8037
Email: robert.ramsey@T2.com



Carefree Drive
Subsurface Utility Engineering
T2 Proposal

| DESIGNATION PROJECT ESTIMATE | | | |
|--|---------------------------------|-------------------|--------------------|
| SUE Designating - Field Services | | | |
| *Designating Subsurface Utilities (crew and equipment) | 9 Hr @ | \$175.00 per Hr | \$1,575.00 |
| *Field Survey (crew and equipment) | 4 Hr @ | \$185.00 per Hr | \$740.00 |
| Subtotal | | | \$2,315.00 |
| Professional Services | | | |
| *Professional Engineer/Project Manager | 1 hours @ | \$175.00 per hour | \$175.00 |
| *Project Surveyor | 1 hours @ | \$165.00 per hour | \$165.00 |
| *SUE Supervisor | 1 hours @ | \$140.00 per hour | \$140.00 |
| *Assistant Project Manager | 2 hours @ | \$125.00 per hour | \$250.00 |
| *CAD Technician | 8 hours @ | \$105.00 per hour | \$840.00 |
| *Administrative | 2 hours @ | \$80.00 per hour | \$160.00 |
| Subtotal | | | \$1,730.00 |
| TOTAL QL D, C, & B | | | \$4,045.00 |
| SUE QLA Estimate | | | |
| SUE Quality Level "A" Test Hole Excavation | | | |
| *Quality Level "A" Test Hole Estimate (up to 6 feet in depth) | 10 hr @ | \$295.00 per hour | \$2,950.00 |
| *Field Survey (crew and equipment) | 2 hr @ | \$185.00 per hour | \$370.00 |
| Subtotal | | | \$3,320.00 |
| Professional Services | | | |
| *Professional Engineer/Project Manager | 1 hours @ | \$175.00 per hour | \$175.00 |
| *Project Surveyor | 1 hours @ | \$165.00 per hour | \$165.00 |
| *SUE Supervisor | 2 hours @ | \$140.00 per hour | \$280.00 |
| *Administrative | 2 hours @ | \$80.00 per hour | \$160.00 |
| Subtotal | | | \$780.00 |
| Misc., Permits & Maintenance of Traffic | | | |
| *Town of Care Free ROW Work Permit | If Required (Billed Cost + 10%) | | \$550.00 |
| *Maintenance of Traffic Set-ups, Traffic Plan Preparation & Traffic Plan Permit Submittals | Estimated (Billed Cost + 10%) | | \$2,158.00 |
| *Slurry Backfill | Estimated (Billed Cost + 10%) | | \$535.00 |
| *Hot Patch (If Required) | Estimated (Billed Cost + 10%) | | \$1,980.00 |
| Subtotal | | | \$5,223.00 |
| TOTAL QLA | | | \$9,323.00 |
| TOTAL | | | \$13,368.00 |

* Proposal estimate only, the cost may vary due to unknown field conditions & municipality requirements
Field Crew rate includes field technicians, equipment, field markings and processing of the data.

Scope of Work Carefree Drive & Cave Creek Road

Attachment C

AGREEMENT

This Agreement sets forth the following terms and conditions for retention of **T2 UES, Inc.** ("T2") to provide consulting services Stanley (hereinafter referred to as "**CLIENT**") in connection with the subject project.

This Agreement consists of the following identified subparts, all of which are attached hereto and by this reference incorporated herein: **SCOPE OF SERVICES, FEE SCHEDULE and GENERAL CONDITIONS.**

The basis of T2's retention is described in the attached SCOPE OF SERVICES, COMPENSATION and GENERAL CONDITIONS. Client acknowledges they have read and agree to the Scope of Services, Fee Schedule and General Conditions as provided in the General Conditions. Any requested services, which are in addition to the attached Scope of Services, will be invoiced according to T2's standard schedule of rates or included in a contract addendum.

THIS IS A LEGALLY BINDING AGREEMENT APPROVED AND AGREED TO:

Approved for: **Stanley**

Approved for: **T2 UES, Inc.**

Sign: _____

Sign: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Scope of Work Carefree Drive & Cave Creek Road

Attachment C

NOW, THEREFORE, T2 shall perform the services outlined in this Agreement for the stated fee in accordance with these terms and conditions:

ARTICLE 1: ACCESS TO SITE (if applicable)

Upon execution of this Agreement, the Client represents that they have secured legal rights to access the property and authorizes T2 staff to access the site for activities necessary for the performance of the services.

ARTICLE 2: PAYMENT

- a. T2 will submit invoices to Client monthly for services provided during the previous month. Each invoice will identify the project name and cost of the services provided. T2's rates are subject to increase annually.
- b. Within thirty (30) days following Client's receipt of each invoice rendered by T2 pursuant to this Agreement, Client will pay the amount invoiced. Retainers/deposits shall be credited on the final invoice. If Client disputes any portion of an invoice, Client will notify T2 in writing of such disputed items within 10 days of invoice date. In the event any invoice has not been paid in full within sixty (60) days of the invoice date, T2 may immediately suspend all or any portion of the Services hereunder indefinitely, pending payment in full of such invoice(s).
- c. Interest will accrue on accounts overdue by 30 days at the lesser of 1.5 percent per month (18 percent per annum) or the maximum legal rate of interest allowable. Collection fees and any additional legal costs associated with the recovery of outstanding payments may also be applied.

ARTICLE 3: INDEMNIFICATION

T2 and Client shall indemnify and hold harmless each other from and against damages, liabilities, costs and expenses, including but not limited to reimbursement of reasonable attorney fees arising out of damages or injuries to persons or property to the extent caused by the negligence, gross negligence or willful misconduct by the other party or anyone acting under its direction or control or on its behalf in the course of its performance under this Agreement; provided that each party's aforesaid indemnity agreement shall not be applicable to any liability based upon willful misconduct or negligence of the other party. In no event shall either party be responsible for any form of consequential damages, including, but not limited to loss of sales, loss of profits, and attorney fees thereon. For purposes of this Paragraph, the duty to indemnify does not include the duty to pay for or to provide an up-front defense against unproven claims or allegations. Where any claim results from the joint negligence, gross negligence or willful misconduct by Client and T2, the amount of such damage for which Client or T2 is liable as indemnitor under this Paragraph shall equal the proportionate part that the amount of such claim attributable to such indemnitor's negligence, gross negligence or willful misconduct bears to the amount of the total claim attributable to the joint negligence, gross negligence or willful misconduct at issue.

ARTICLE 4: LIMITATION OF LIABILITIES

Notwithstanding any other provision in this Agreement, the Client agrees to strictly limit T2's liability under this Agreement or arising from the performance or non-performance of the Services under any theory of law, including but not limited to claims for negligence, negligent misrepresentation and breach of contract, to the lesser of five times the fees paid to T2 for the Services or the maximum of insurance provided. No claim may be brought against T2 in contract or tort more than two (2) years after the cause of action arose. Any claim, suit, demand or action brought under this Agreement shall be directed and/or asserted only against T2 and not against any of T2's employees, shareholders, officers or directors. T2's liability with respect to any claims arising out of this Agreement shall be limited as provided herein to direct damages arising out of the performance of the Services and T2 shall not be held responsible or liable whatsoever for any consequential damages, injury or damage incurred by the actions or inactions of the Client, including but not limited to claims for loss of use, loss of profits and loss of markets.

ARTICLE 5: TERMINATION

This Agreement will continue in effect until terminated by either party upon thirty (30) days written notice to the other party. In the event of any termination, T2 shall be paid for all services rendered and reimbursables incurred through the date of notice of termination. In the event of termination, the Client shall pay all additional costs reasonably related to termination of the project and a proportionate amount of the consideration hereunder commensurate with the portion of the project accomplished.

ARTICLE 6: FORCE MAJEURE

Any suspension, temporary or permanent, in the performance of this Agreement caused by any of the following events and without fault or negligence on the part of the defaulting party shall not constitute a breach of contract: labor strikes, riots, war, acts of governmental authorities, unusually severe weather conditions or other natural catastrophic events, or any other similar event beyond the reasonable control or contemplation of either party.

Scope of Work Carefree Drive & Cave Creek Road

Attachment C

ARTICLE 7: ASSIGNMENT

Neither party to this Agreement shall, without the prior written consent, of the other party, which shall not be unreasonably withheld, assign the benefit or in any way transfer any claim or obligation under this Agreement or any part hereof. This Agreement shall inure to the benefit of and be binding upon the parties hereto, and except as otherwise provided herein, upon their executors, administrators, successors, and assigns.

ARTICLE 8: OWNERSHIP OF DOCUMENTS

All report documents produced by T2 under this Agreement shall be made available to the Client upon receipt of full payment for services rendered. T2 shall retain ownership of all field notes, computer files and project files used to produce the work products and may make copies of all work products.

ARTICLE 9: CONFIDENTIALITY

T2 will maintain in confidence the nature of its Services, as well as all information made available to T2 by Client during the term of this Agreement or resulting from Services performed by T2 under this Agreement. The confidential obligation imposed on T2 by Paragraph 9, however, will not extend to any such information insofar as, and from such time as T2 may disclose (i) as required by law, (ii) pursuant to court order, (iii) to its subcontractors, agents or other representatives as may be reasonably necessary to perform its services hereunder (iv) for the purpose of prosecuting or defending any litigation, or (v) T2 can show by reasonable proof has been in the public domain. T2 agrees to use information intended to be kept confidential under this Paragraph 9 solely to provide its Services.

ARTICLE 10: NOTICES

Any notices or written statements hereunder shall be deemed to have been given when mailed by certified or registered mail or via email, with receipt of reply, to the party entitled thereto at its address noted at the top of this Agreement or at such other latest address as it may designate in writing to the other party for this purpose.

ARTICLE 11: NON-SOLICITATION

Neither party shall knowingly solicit, recruit, hire or otherwise employ or retain the employees of the other working under this Agreement during the term of this Agreement and for one (1) year following the termination or expiration of this Agreement without the prior written consent of the other party.

ARTICLE 12: WAIVER

Failure by one party to notify the other party of a breach of any provision of this Agreement shall not constitute a waiver of any continuing breach. Failure by one party to enforce any of its rights under this Agreement shall not constitute a waiver of those rights. The waiver by either party of a breach or violation of any provision of this Agreement shall not operate as, or be construed to be, a waiver of any subsequent breach of the same or any other provision hereof.

ARTICLE 13: GOVERNING LAW

The validity of this Agreement and any of its terms or provisions, as well as the rights and duties of the parties hereunder, shall be interpreted and governed by the laws of the place of the project.

ARTICLE 14: LEGAL CONSTRUCTION

In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid or unenforceable in any respect, such invalidity or unenforceability shall not affect any other provision hereof. This Agreement shall be construed as if such invalid or unenforceable provision had never been contained herein.

ARTICLE 15: ENTIRE AGREEMENT

This Agreement supersedes any and all other agreements, either oral or in writing, between the parties relating to the subject matter of this Agreement and is the entire understanding and agreement related thereto. This Agreement may be amended by mutual consent of the parties in writing to be attached hereto and incorporated herein, executed by T2's and the Client's respective representatives.



Town of Carefree
 Carefree Drive Drainage
 (at Carefree Terrace Condominiums)

New Contract: X
 Contract Modification:
 Task Order No.:

**DERIVATION OF COST PROPOSAL
 SUMMARY**

DIRECT LABOR

| <u>Classification</u> | <u>Workhours</u> | <u>Loaded Rate</u> | <u>Labor Costs</u> | <u>Totals</u> |
|------------------------|------------------|--------------------|-----------------------|---------------|
| Project Manager - Sr. | 38 | \$270.00 | \$10,260.00 | |
| Project Engineer - Sr. | 66 | \$250.00 | \$16,500.00 | |
| Project Engineer | 89 | \$210.00 | \$18,690.00 | |
| Engineer | 206 | \$195.00 | \$40,170.00 | |
| Technician | 72 | \$110.00 | \$7,920.00 | |
| Project Administrator | <u>11</u> | \$90.00 | \$990.00 | |
| | 482 | | | |
| | | | Total Estimated Labor | \$94,530.00 |
| | | | Subtotal | \$94,530.00 |

DIRECT EXPENSES

(Listed by Item at Estimated Actual Cost - NO MARKUP)

| | | |
|---------------------------|----------|---------------------------------|
| Reprographics | \$0.00 | |
| Subsistence/Lodging | \$0.00 | |
| Outside Messenger Service | \$0.00 | |
| Transportation | \$112.50 | |
| | | Total Estimated Direct Expenses |
| | | \$112.50 |

SUBCONSULTANT SERVICES

(Listed by Firm or Name at Cost - No Markup)

| <u>Firm</u> | <u>Service</u> | <u>Cost</u> | <u>Method of Compensation</u> <small>(CPNF, LS, etc.)</small> | |
|----------------------------|------------------------|-------------|--|------------------------------------|
| Ethos Engineering, LLC | Geotechnical | \$4,950.00 | LS | |
| Geomatics Consulting Group | Survey | \$14,561.00 | LS | |
| T2 Utilities | Utility Investigations | \$13,368.00 | LS | |
| | | | | Total Subconsultant Services |
| | | | | \$32,879.00 |
| | | | | Total Estimated Cost to Consultant |
| | | | | \$127,521.50 |
| | | | | LUMP SUM COST |
| | | | | \$127,521.50 |

Steven A Jimenez
 Signature

10/14/2022
 Date

LABOR HOURS SUMMARY

| | TOTAL HOURS | Project Mgr - Sr. | Project Eng - Sr. | Project Engineer | Engineer | Tech | Project Admin |
|--|-------------|-------------------|-------------------|------------------|----------|------|---------------|
| GENERAL ITEMS | 52 | 5 | 14 | 4 | 4 | 4 | 11 |
| HYDROLOGY & HYDRAULIC ANALYSIS & MEMORANDUM | 158 | 4 | 22 | 54 | 78 | 0 | 0 |
| CONSTRUCTION PLANS | 193 | 5 | 9 | 31 | 80 | 68 | 0 |
| SPECIFICATIONS & ESTIMATE | 35 | 4 | 7 | | 24 | 0 | 0 |
| MEETINGS & COORDINATION | 44 | 10 | 14 | 0 | 20 | 0 | 0 |
| TOTALS: | 482 | 38 | 66 | 89 | 206 | 72 | 11 |

| DESCRIPTION | TOTAL HOURS | Project Mgr - Sr. | Project Eng - Sr. | Project Engineer | Engineer | Tech | Project Admin |
|---|-------------|-------------------|-------------------|------------------|----------|------|---------------|
| 1 Project Administration (2 hrs/month) | 10 | 5 | | | | | 5 |
| 2 Internal Project Team Meetings | 14 | | 2 | 4 | 4 | 4 | |
| 3 Prepare and Administer QA/QC Plan | 4 | 2 | | | | | 2 |
| 4 Project Closeout (Project File Development) | 6 | 2 | | | | | 4 |
| 5 Pre-Bid Assistance | 8 | 2 | 6 | | | | |
| 6 Pre-Construction Meeting | 10 | 4 | 6 | | | | |
| Total General Items | 52 | 15 | 14 | 4 | 4 | 4 | 11 |

| DESCRIPTION | TOTAL HOURS | Project Mgr - Sr. | Project Eng - Sr. | Project Engineer | Engineer | Tech | Project Admin |
|--|-------------|-------------------|-------------------|------------------|----------|------|---------------|
| 1 Collect and Review Data | 14 | | 4 | 8 | 2 | | |
| 2 Verify Hydrology | 21 | 1 | 2 | 6 | 12 | | |
| 3 Channel, Basin & Culverts Hydraulic Analysis (HECRAS model) | 81 | 1 | 12 | 28 | 40 | | |
| 4 Drainage Memo (Draft & Final) | 42 | 2 | 4 | 12 | 24 | | |
| Total Hydrology & Hydraulic Analysis & Memorandum | 158 | 4 | 22 | 54 | 78 | 0 | 0 |

| DESCRIPTION | TOTAL HOURS | Project Mgr - Sr. | Project Eng - Sr. | Project Engineer | Engineer | Tech | Project Admin |
|--|-------------|-------------------|-------------------|------------------|----------|------|---------------|
| 1 Cover Sheet | 3 | | | 1 | | 2 | |
| 2 General Notes & Quantities | 14 | 1 | 1 | 2 | 4 | 6 | |
| 3 Geometric Control & Survey Control | | | | | | | |
| <i>To be Completed by Geomatics Consulting Group</i> | | | | | | | |
| 4 Channel and Culverts Typical Sections, Plan & Profile Sheets | 39 | 1 | 2 | 4 | 20 | 12 | |
| 5 Roadway Sheets (Plan & Geometric) | 43 | 1 | 2 | 4 | 24 | 12 | |
| 6 Drainage Details (Basin Grading, Grates, Handrail, Misc.) | 59 | 1 | 2 | 12 | 20 | 24 | |
| 7 Structural Details (Inlet & Concrete Channel Modifications) | 35 | 1 | 2 | 8 | 12 | 12 | |
| Total Construction Plans | 193 | 5 | 9 | 31 | 80 | 68 | 0 |

| DESCRIPTION | TOTAL HOURS | Project Mgr - Sr. | Project Eng - Sr. | Project Engineer | Engineer | Tech | Project Admin |
|---|-------------|-------------------|-------------------|------------------|----------|------|---------------|
| 1 Quantities & Estimates | | | | | | | |
| Quantity Calculations | 11 | 1 | 2 | | 8 | | |
| Engineer's Estimate Development (60%, 100%) | 7 | 2 | 1 | | 4 | | |
| 2 Special Provisions | 17 | 1 | 4 | | 12 | | |
| Total Specifications & Estimate | 35 | 4 | 7 | 0 | 24 | 0 | 0 |



Town of Carefree
 Carefree Drive Drainage
 (at Carefree Terrace Condominiums)

LABOR HOURS SUMMARY

| MEETINGS & COORDINATION | | TOTAL HOURS | Project Mgr - Sr. | Project Eng - Sr. | Project Engineer | Engineer | Tech | Project Admin |
|--|--|--------------------|--------------------------|--------------------------|-------------------------|-----------------|-------------|----------------------|
| DESCRIPTION | | | | | | | | |
| 1 | Kick-off Meeting & Meet w/Town Engineer on site | 8 | 4 | 4 | | | | |
| 2 | <i>Utility Coordination</i> | 0 | | | | | | |
| | Data Collection for Record Dwgs/Arizona811/Permit Research | 4 | | | | 4 | | |
| | Coordination with Utilities (Telephone/Email) | 8 | | 2 | | 6 | | |
| | Develop Pohole Plan/Review of Data & Conflict Review | 7 | | 1 | | 6 | | |
| | Utility Memorandum & Clearance Letter | 5 | | 1 | | 4 | | |
| 2 | <i>Stage Development Meetings</i> | 0 | | | | | | |
| | Comment Resolution Development & Meeting (60%, 95%) | 4 | 2 | 2 | | | | |
| 3 | Coordination with Stakeholders/Public Involvement | 2 | 2 | | | | | |
| 4 | Coordination with FCDMC (for SPAP Grant) | 6 | 2 | 4 | | | | |
| Total Meetings & Coordination | | 44 | 10 | 14 | 0 | 20 | 0 | 0 |



Stanley Consultants INC.

Town of Carefree
Carefree Drive Drainage
(at Carefree Terrace Condominiums)

DIRECT EXPENSE DOCUMENTATION

TRANSPORTATION

| | Estimate Round Trip Miles | Estimated Trips | Total Miles |
|--|------------------------------|--------------------|----------------|
| Mileage - to/from the Town of Carefree | 60 | 3 | 180.0 |

Total Mileage Cost @ \$0.625/mile: \$112.50

| | |
|------------------------------|-----------------|
| TOTAL TRANSPORTATION: | \$112.50 |
|------------------------------|-----------------|

| TOTAL DIRECT EXPENSES | |
|-------------------------------|-----------------|
| Reproduction | |
| Lodging/Subsistence | |
| Outside Messenger Service | |
| Transportation | \$112.50 |
| TOTAL DIRECT EXPENSES: | \$112.50 |