

AMENDED previously
Work Session



AMENDED previously
Work Session

NOTICE OF PUBLIC MEETING AND EXECUTIVE SESSION
PINAL COUNTY BOARD OF SUPERVISORS
AGENDA FOR SPECIAL SESSION
Wednesday, June 11, 2025

9:30 AM - CALL TO ORDER

PINAL COUNTY ADMINISTRATIVE COMPLEX
BOARD OF SUPERVISORS HEARING ROOM
135 N. PINAL STREET
FLORENCE, AZ 85132

BUSINESS BEFORE THE BOARD
(Consideration/Approval/Disapproval of the following:)

- (1) Presentation and discussion on Effluent Generation and Recharge by Kevin Louis, City of Casa Grande, along with Terri Sue C. Rossi and David Dunaway of Arizona Water Company. (Stephen Q. Miller)
- (2) Presentation and discussion of proposed micro-trenching standards as an alternative to traditional trenching and boring construction methods to facilitate the installation of high-speed fiber optic cables within Pinal County owned streets, roadways, and rights-of-way. (AD24-019) (Christopher Wanamaker/Joe Ortiz)
- (3) Presentation to discuss the request from the Justice of the Peace Courts to raise the Pinal County Justice Court Cost Recovery Fund Fee Schedule (Ordinance No. 52098). The Justice Courts are proposing a Resolution that seeks to increase the current fee of \$20 to \$40. Said increase would help offset the rising costs associated with providing Justice Court products and services to the public. (Shaun Babeu)
- (4) Presentation to discuss the request by the Justice of the Peace Courts in Pinal County to repeal and replace Ordinance No. 05615-JCFS, also known as the Pinal County Justice Court Public Service Fee Schedule Ordinance. The new ordinance will remove the civil fee schedule and increase the criminal/criminal traffic fee schedule items from \$25 to \$33. (Shaun Babeu)
- Item Added** (5) Discussion and possible action to approve a Proclamation honoring Officer Gabriel Facio, a fallen hero of the Apache Junction Police Department, who passed away on June 8, 2025, after being shot in the line of duty on June 2, 2025. (Jeff Serdy)

ADJOURNMENT

(SUPPORTING DOCUMENTS ARE AVAILABLE AT THE CLERK OF THE BOARD OF SUPERVISORS' OFFICE AND AT <https://pinal.novusagenda.com/AgendaPublic/>)

NOTE: One or more members of the Board may participate in this meeting by telephonic conference call.

The Board may go into Executive Session for the purpose of obtaining legal advice from the County's Attorney(s) on any of the above agenda items pursuant to A.R.S. 38-431.03(A)(3).

In accordance with the requirement of Title II of the Americans with Disabilities Act (ADA), the Pinal County Board of Supervisors and Pinal County Board of Directors do not discriminate against qualified individuals with disabilities admission to public meetings. If you need accommodation for a meeting, please contact the Clerk of the Board Office at (520) 866-6068, at least (3) three business days prior to the meeting (not including weekends or holidays) so that your request may be accommodated.

Please note this meeting agenda was previously Posted Friday, June 6, 2025, around 11:00 AM as a Work Session.

Pursuant to A.R.S. 38-431.02, NOTICE IS HEREBY GIVEN, that the public will have physical access to the meeting room at 9:15 AM.

Meeting Notice of Posting

[Click Here for the General Board Meeting Rules of Order](#)



PINAL COUNTY

WIDE OPEN OPPORTUNITY

AGENDA ITEM

6/11/2025

Board Hearing Room

REQUESTED BY:

Funds #:

Dept. #:

Dept. Name: Clerk of the Board

Director:

BRIEF DESCRIPTION OF AGENDA ITEM AND REQUESTED BOARD ACTION:

Presentation and discussion on Effluent Generation and Recharge by Kevin Louis, City of Casa Grande, along with Terri Sue C. Rossi and David Dunaway of Arizona Water Company. (Stephen Q. Miller)

BRIEF DESCRIPTION OF THE FISCAL CONSIDERATIONS AND/OR EXPECTED FISCAL IMPACT OF THIS AGENDA ITEM:

BRIEF DESCRIPTION OF THE EXPECTED PERFORMANCE IMPACT OF THIS AGENDA ITEM:

MOTION:

ATTACHMENTS

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ATTACHMENTS:

	Description
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- | | |
|--------------------------|--|
| <input type="checkbox"/> | POSSIBLE ATTACHMENT(S) MAY BE PRESENTED AT THE BOARD MEETING |
| <input type="checkbox"/> | 06.11.2025 Presentation |

**POSSIBLE ATTACHMENT(S) MAY BE PRESENTED AT
THE BOARD MEETING**

*If provided said document(s) shall be attached to this agenda item for the Record, upon receipt if you would like a copy of the document(s) please email or call:

ClerkoftheBoard@Pinal.gov

(520) 866-6068



City of
Casa Grande



Effluent Generation and Recharge

**A joint presentation from the City of Casa Grande
and Arizona Water Company**

June 11, 2025



City of
Casa Grande



Wastewater Treatment Process: Collection to Recharge

Kevin Louis, Public Works Director
Clifton Sanders, Chief Wastewater Operator
City of Casa Grande



CITY OF CASA GRANDE

Mission Statement

- To provide and maintain an effluent that meets or exceeds all Federal, State, and local regulations.
- To maintain an efficient collection system that adequately serves our customers.
- Monitor industrial dischargers into our system.



Wastewater Collections

The City of Casa Grande is responsible for the collection and conveyance of wastewater from residential, commercial, and industrial sources throughout the community. This wastewater is transported via an extensive network of over 500 miles of sewer lines, 9 lift stations, and approximately 5,500 manholes to the City's Water Reclamation Facility for treatment.

- Collection system supports over 55,000 service connections
- Lift Stations operate with SCADA and remote monitoring
- Proactive maintenance ensures regulatory compliance and system reliability
- Current projects include manhole rehabilitation and sewer line cleaning and condition assessment.



City of Casa Grande

Water Reclamation Facility

- 18 MGD of treatment capacity
- 2.05 BG of Wastewater Treated in 2024
- Produces class A+ quality Reclaimed Water



ADEQ Certified Operators

The City of Casa Grande employs 12 ADEQ Certified Operators:

	Wastewater Treatment	Wastewater Collections	Water Treatment	Water Distribution
Grade level 4	2	2	1	1
Grade level 3		1		1
Grade level 2	2	4	1	1
Grade level 1	7	4	3	5

Treatment Process Overview

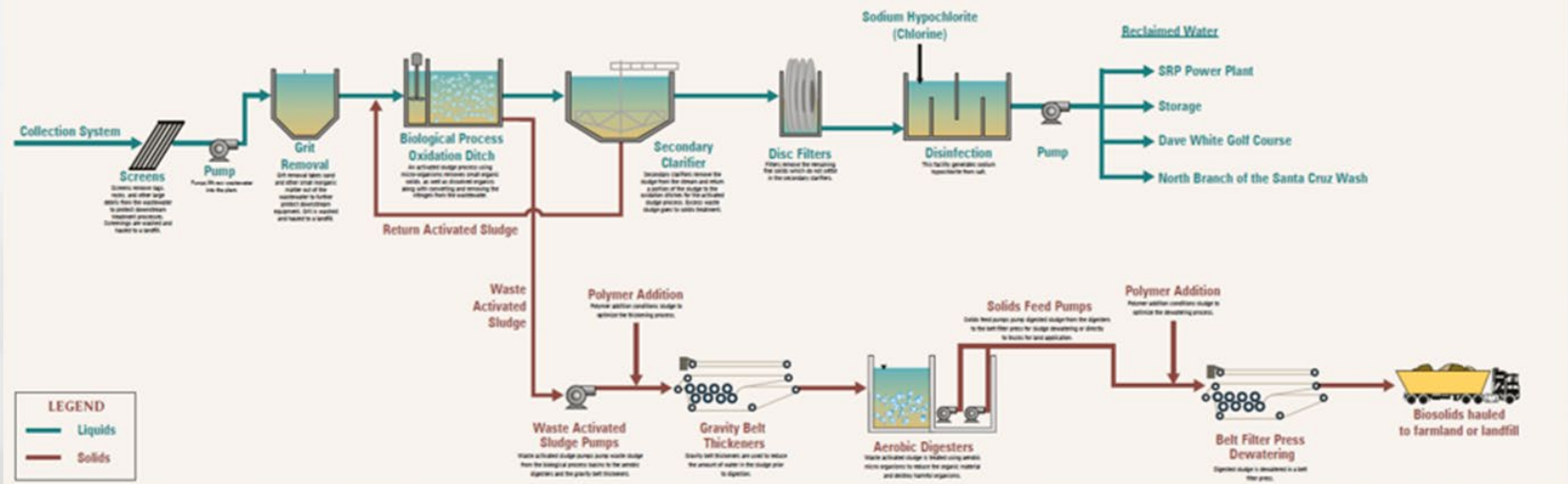
- **Preliminary Treatment** – Screens and grit removal eliminate debris and sand
- **Secondary Treatment**
 - Biological Treatment using oxidation ditches (activated Sludge Process)
 - Settling of solids in Clarifiers
- **Tertiary Treatment** - Filtration to remove fine suspended solids
- **Disinfection** – Sodium Hypochlorite is used to destroy pathogens
- **Key stats**
 - Serves approx. 60,000 residents / Designed for future growth / Meets ADEQ: APP and AZPDES permit requirements

Process Flow Diagram



City of
Casa Grande

City of Casa Grande Water Reclamation Facility



WRF Upgrades – Commitment to the future

- **Phase 4A expansion (scheduled to conclude in 2025)**
 - \$32 million investment
 - Increased treatment capacity to 18 mgd
 - Expanded solids handling capabilities
 - Implemented key odor control measures
- **Phase 4B expansion (Upcoming)**
 - Estimated at \$80 million
 - Long-term upgrades and modernization
 - Rehabilitation and replacement of aging equipment
 - Facility-wide odor control implementation
 - Construction of a new administration building to support staff growth

Class A+ Reclaimed Water

- **Treatment Level:**
 - Secondary treatment
 - Filtration
 - Disinfection
 - **Plus** total nitrogen removal to ≤ 10 mg/L (hence the "+")
- **Approved Uses (Most Permissive):**
 - Landscape and agricultural irrigation (including food crops eaten raw)
 - Spray irrigation in public access areas (parks, golf courses)
 - Dust control
 - Toilet and urinal flushing
 - Decorative fountains
 - Fire protection systems
 - Cooling towers (with drift control)
 - Soil compaction
 - Livestock watering (with Department of Agriculture approval)
 - Artificial snowmaking (with approval)

Managed Recharge Facility

- Stores effluent discharged into the North Branch of the Santa Cruz Wash through percolation into the groundwater basin.
- 5.8 Miles long
- Facility may store up to 3,500 AF of water annually for long-term storage credits
- Credits may be recovered / withdrawn for use through groundwater wells

Managed Recharge Facility

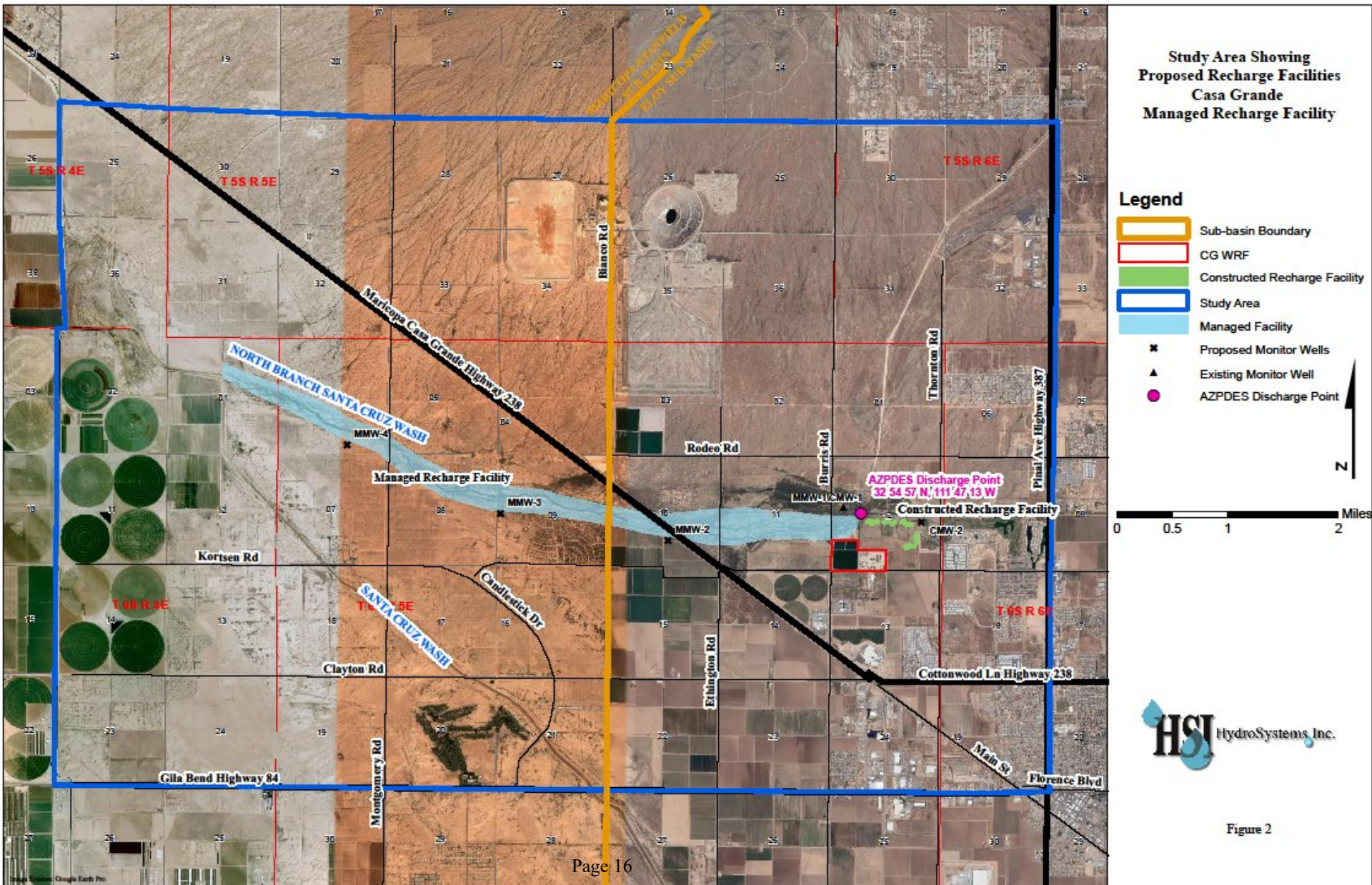


Figure 2

Soil Aquifer Treatment (SAT)

- **Soil Aquifer Treatment (SAT)** is a natural and engineered process that improves the quality of reclaimed water by filtering it through soil layers as it percolates down to a groundwater aquifer.
- **Benefits of SAT:**
 - **Natural, passive treatment** requiring minimal energy or chemicals
 - **Enhances water quality** beyond conventional tertiary treatment.
 - **Supports aquifer recharge** and long-term groundwater sustainability.
 - Can be part of **indirect potable reuse** strategies.
- **SAT in Arizona:**
 - Widely used due to:
 - Arid climate
 - High demand for groundwater recharge
 - Often permitted under the Arizona Department of Environmental Quality (ADEQ) aquifer protection programs



City of
Casa Grande



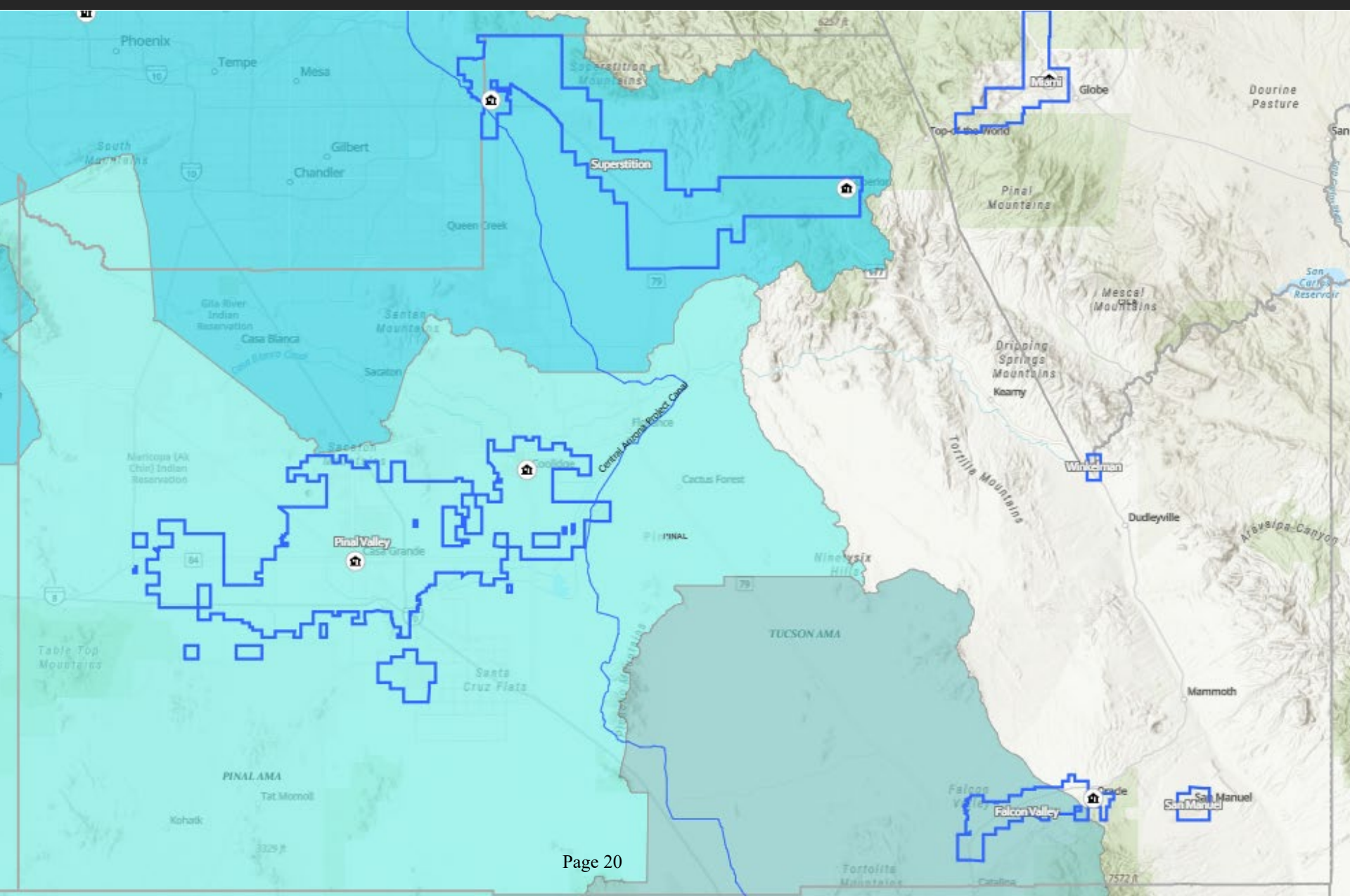
Recharge and Replenishment

Terri Sue C. Rossi, Vice-President – Water Resources
Arizona Water Company

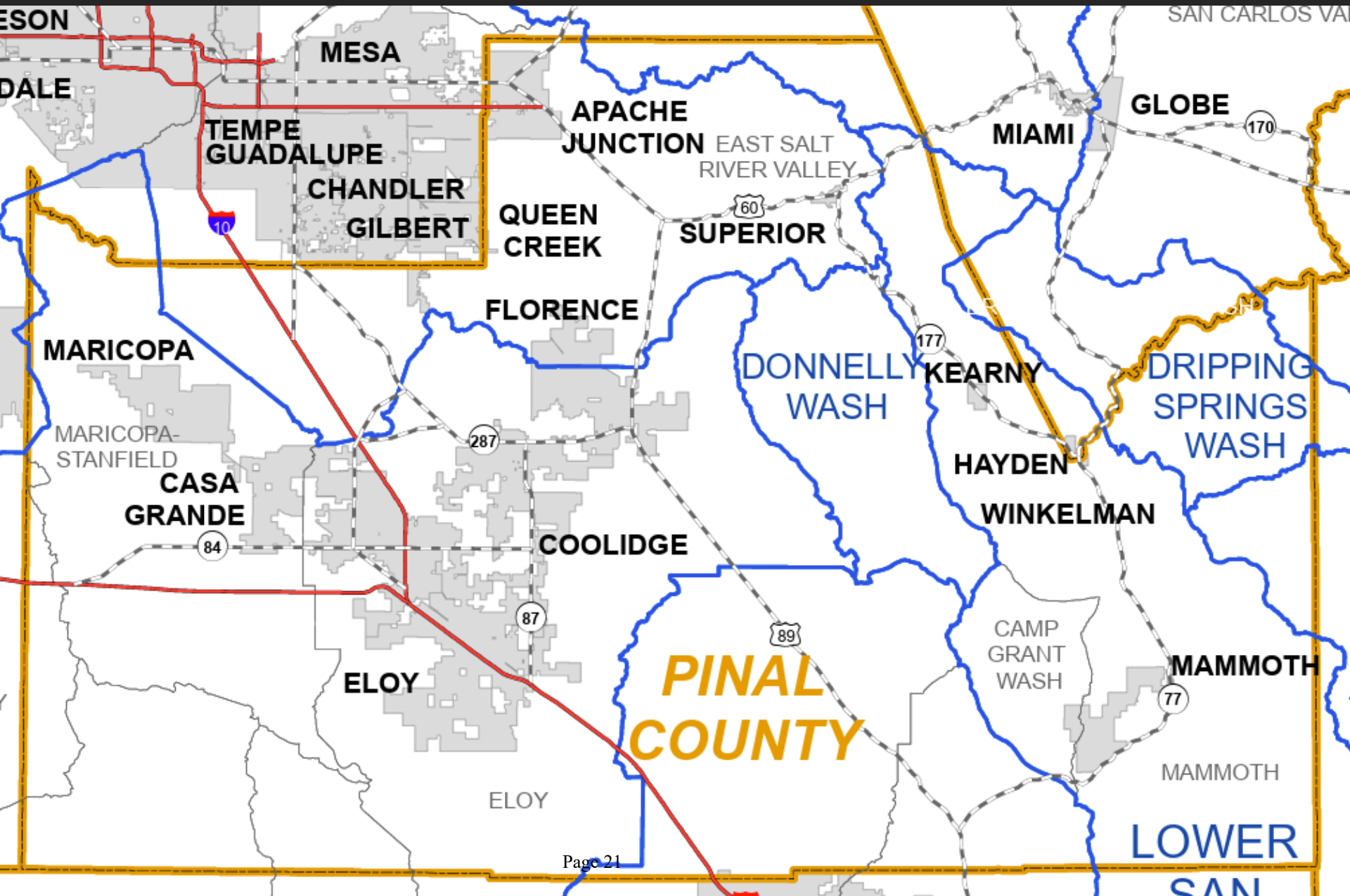
History of Program

- 1986 - Underground Water Storage and Recovery Program
- 1993 – Creation of Central Arizona Groundwater Replenishment District (CAGRD)
- 1994 – Underground Water Storage, Savings and Replenishment Act
 - Protect general economy and welfare of state by encouraging use of renewable water supplies
 - Provide a more efficient and cost-effective method of using renewable water supplies instead of constructing surface water treatment plants
- First permits were issued in the late 80s and recharge has been a foundational element of water management in Arizona since

Complicated Hydrology of Pinal County



Complicated Hydrology of Pinal County



What is groundwater recharge?

- Groundwater recharge refers to replenishment of groundwater aquifers through either natural, incidental or artificial means:
 - Natural = happens through infiltration of water into the soil and eventually to aquifers through precipitation, snow, rivers and lakes
 - Incident recharge = water used by municipal, industrial and agricultural users that makes its way to aquifer
 - Artificial recharge = where water providers and others intentionally add non-groundwater supplies to aquifer in order to offset groundwater pumping or to augment water supplies using legally permitted recharge facilities
 - Constructed recharge facilities
 - Managed recharge facilities
 - Groundwater savings facilities

What is replenishment?

- Replenishment is the function of replacing groundwater pumping considered in excess of sustainable levels
 - Conducted through artificial recharge at legally permitted recharge facilities
 - Constructed recharge facilities
 - Managed recharge facilities
 - Groundwater savings facilities
 - Happens after groundwater pumping occurs
 - Responsibility of replenishment currently lies solely with Central Arizona Groundwater Replenishment District (CAGRD)

Legal Sources of Water for Recharge or Replenishment

Allowable sources:

- Central Arizona Project or CAP Water
- Colorado River water
- Surface water
- Effluent – requires an Aquifer Protection Permit

Not allowed:

- Groundwater

**Superstition Mountains Recharge Project located in Phoenix AMA
Owned and operated by CAP**



**Pinal Valley Recharge and Recovery Project located in Pinal AMA
Owned and operated by Arizona Water Company**



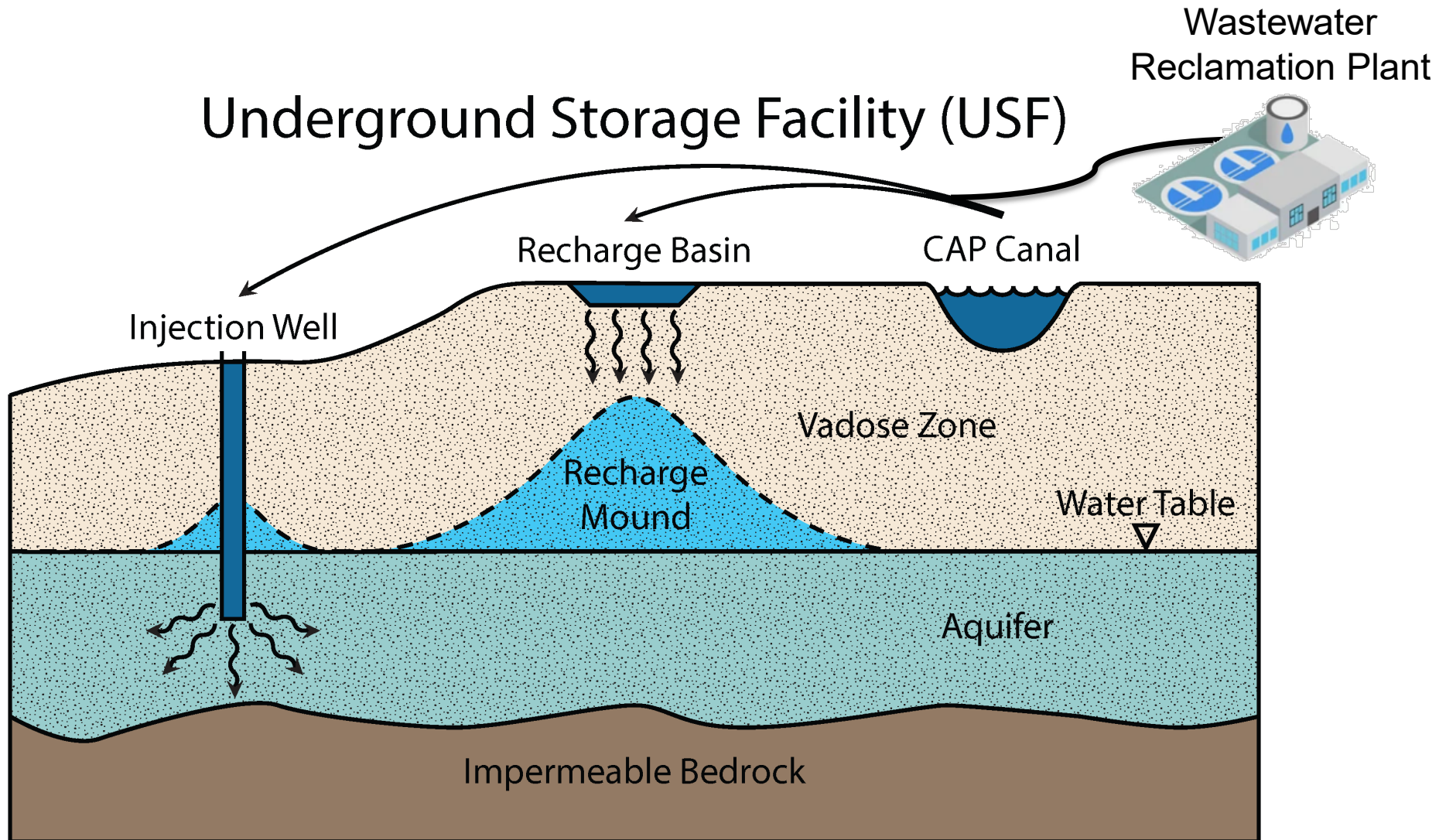
Types of Permits Required

- **Underground storage facility permits**
 - **Constructed**
 - 12 facilities in Pinal AMA
 - 2 facilities store CAP; 10 store effluent*
 - **Managed**
 - 3 in Pinal AMA
 - 1 facility stores CAP; 3 store effluent*
- **Groundwater savings facility permits**
 - 4 in Pinal AMA
 - 3 store CAP; 1 stores effluent*
- **Water storage permits (50 in Pinal AMA)**
 - Annual storage and recovery
 - Long-term storage and recovery
 - Long-term storage account
- **Recovery well permits (207 wells in Pinal AMA)**

*** Effluent projects all require an Aquifer Protection Permit or APP in addition to these other permits**

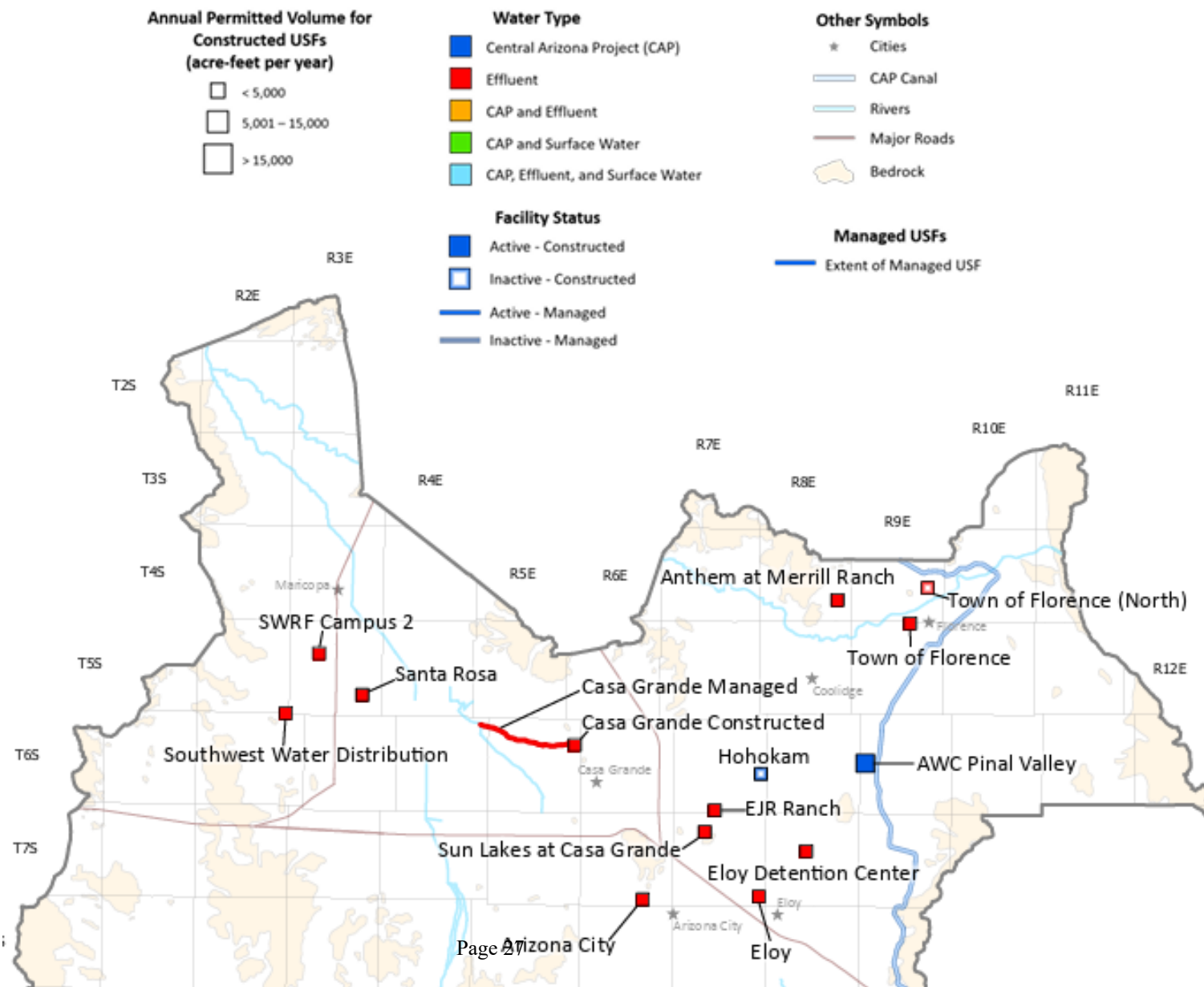
Types of Recharge Methods - USF

Underground Storage Facility (USF)



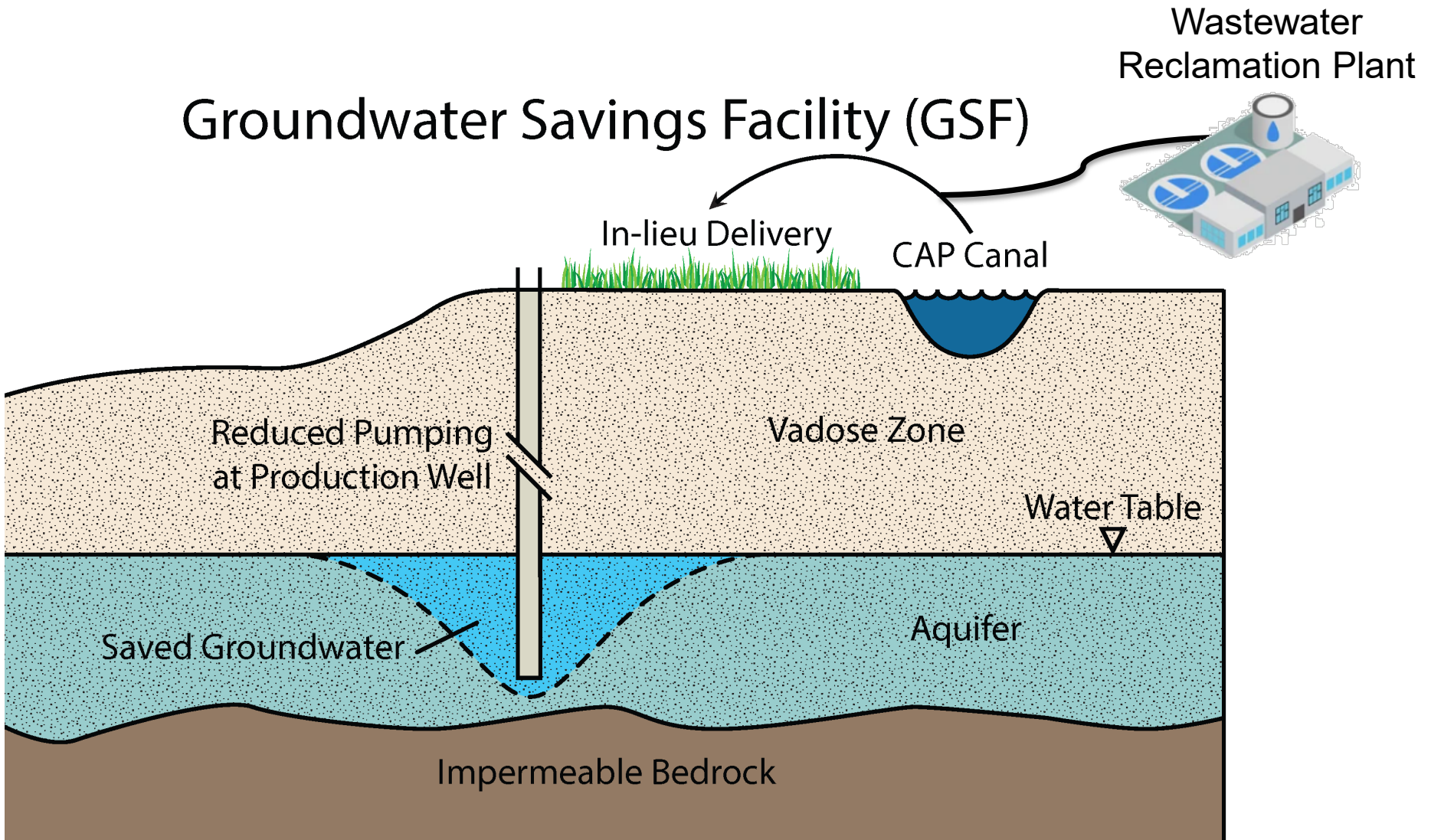
PINAL ACTIVE MANAGEMENT AREA UNDERGROUND STORAGE FACILITIES

Active and Inactive USFs



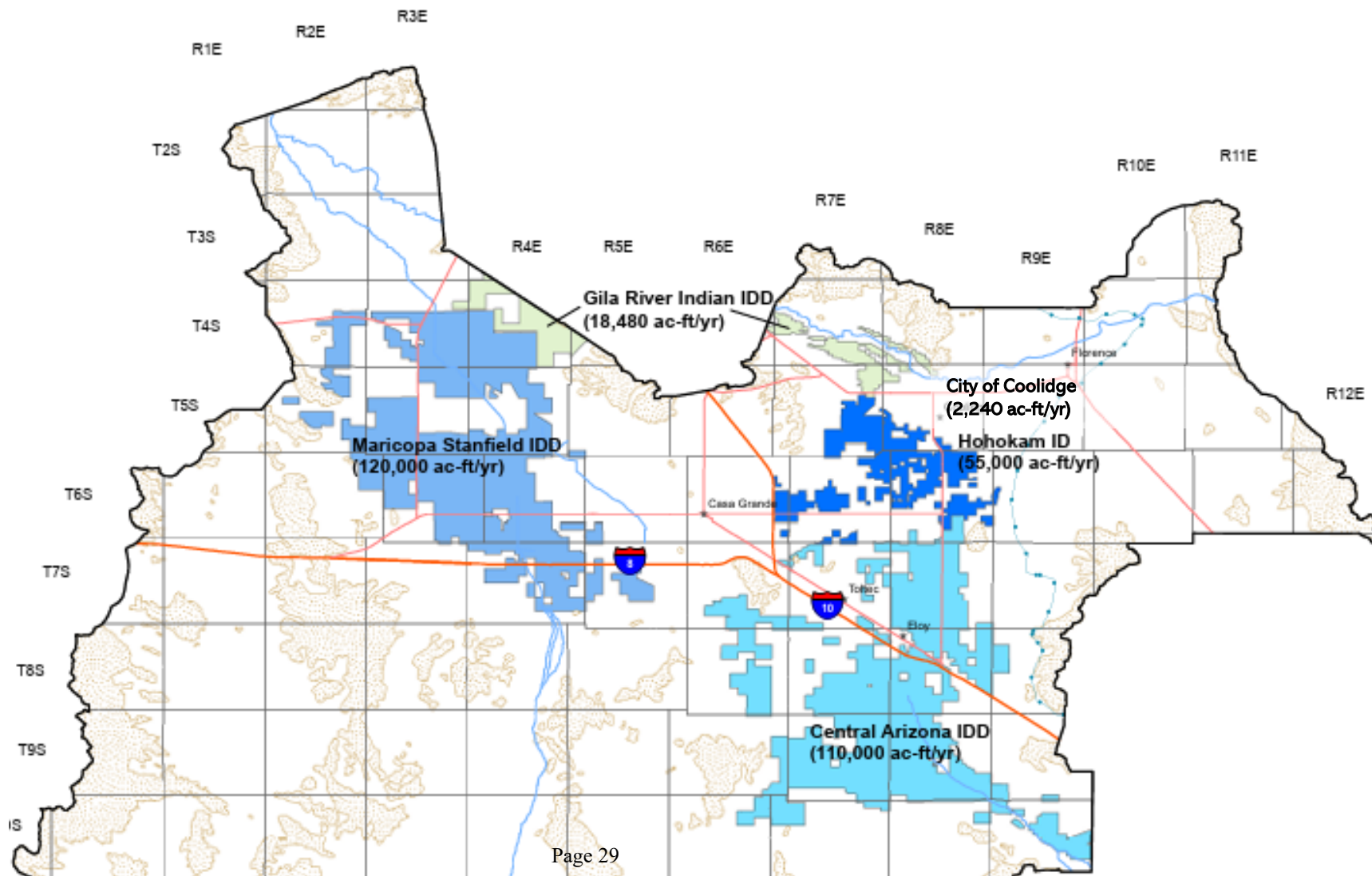
Types of Recharge Methods - GSF

Groundwater Savings Facility (GSF)

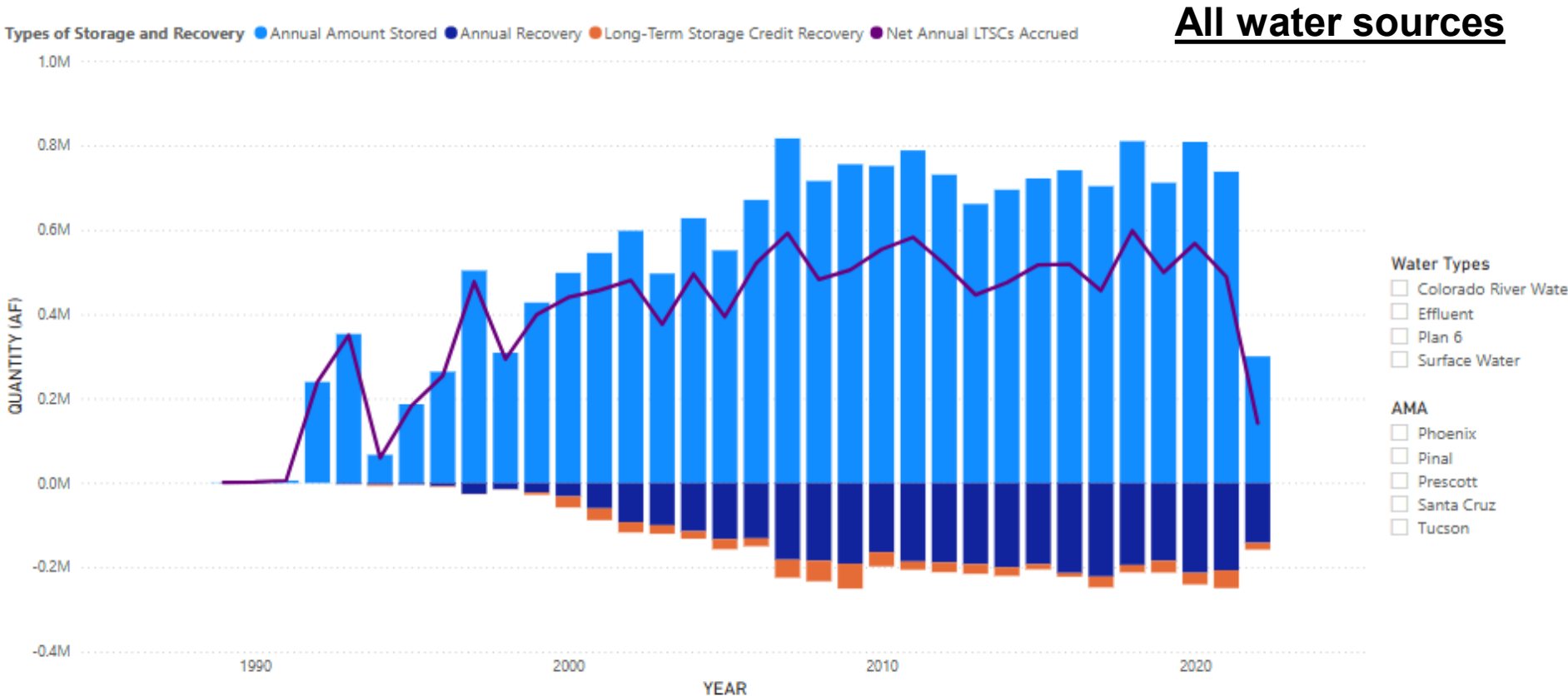


PINAL ACTIVE MANAGEMENT AREA GROUNDWATER SAVINGS FACILITIES

Underground Water Storage, Savings, and Replenishment Program



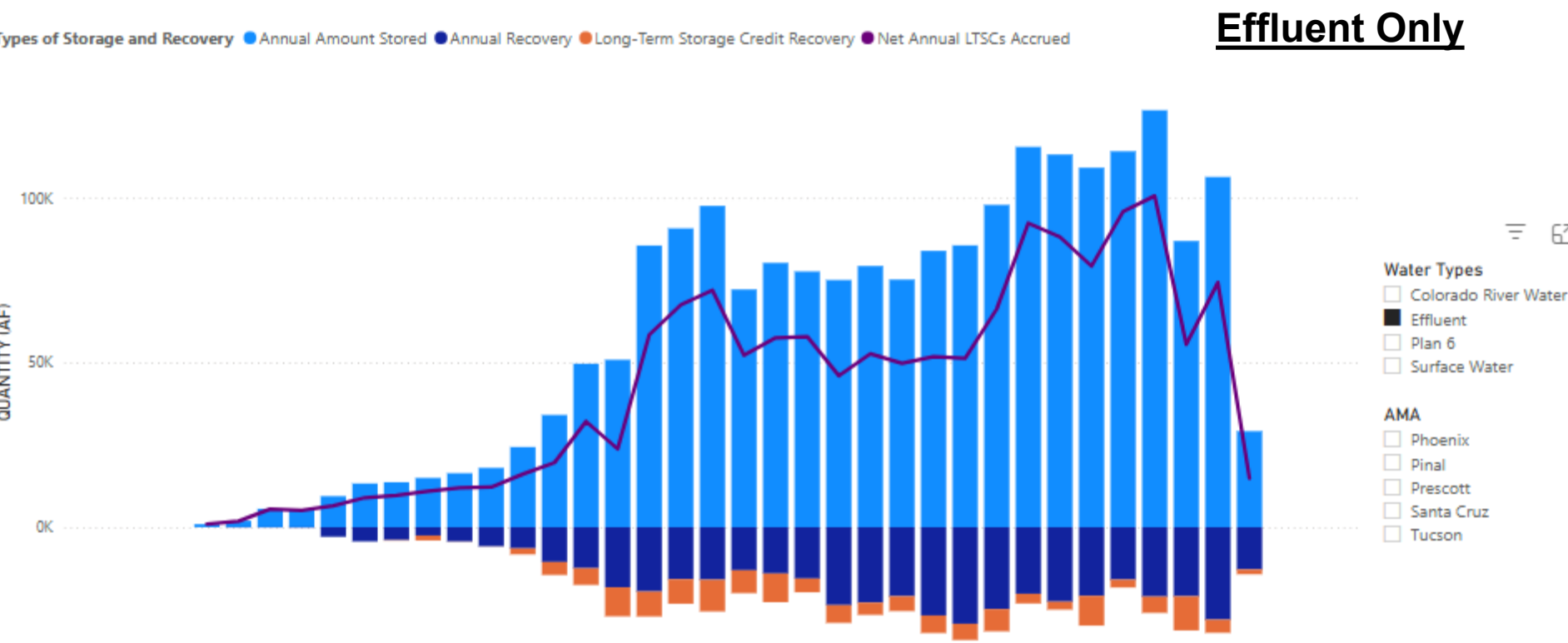
Storage and Recovery in all Active Management Areas



Net Total Long-term Storage Credit Balance
Available for Recovery through 2022 all water sources

13,360,000 acre-feet or 13.36 million acre-feet
4,353,369,360,000 gallons or 4.35 trillion gallons

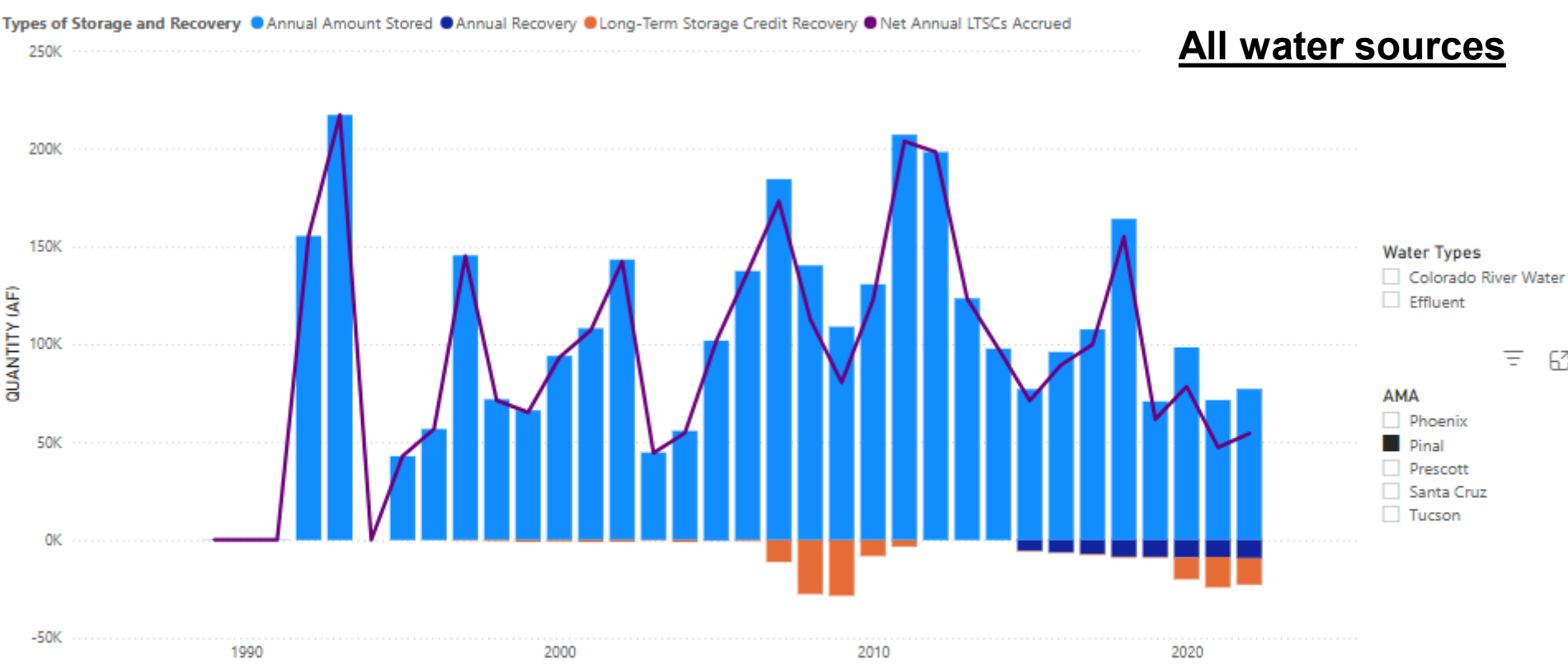
Storage and Recovery in all Active Management Areas



Net Total Long-term Storage Credit Balance
Available for Recovery through 2022 – effluent only

1,450,000 acre-feet or 1.45 million acre-feet
472,483,950,000 gallons or 472.5 billion gallons

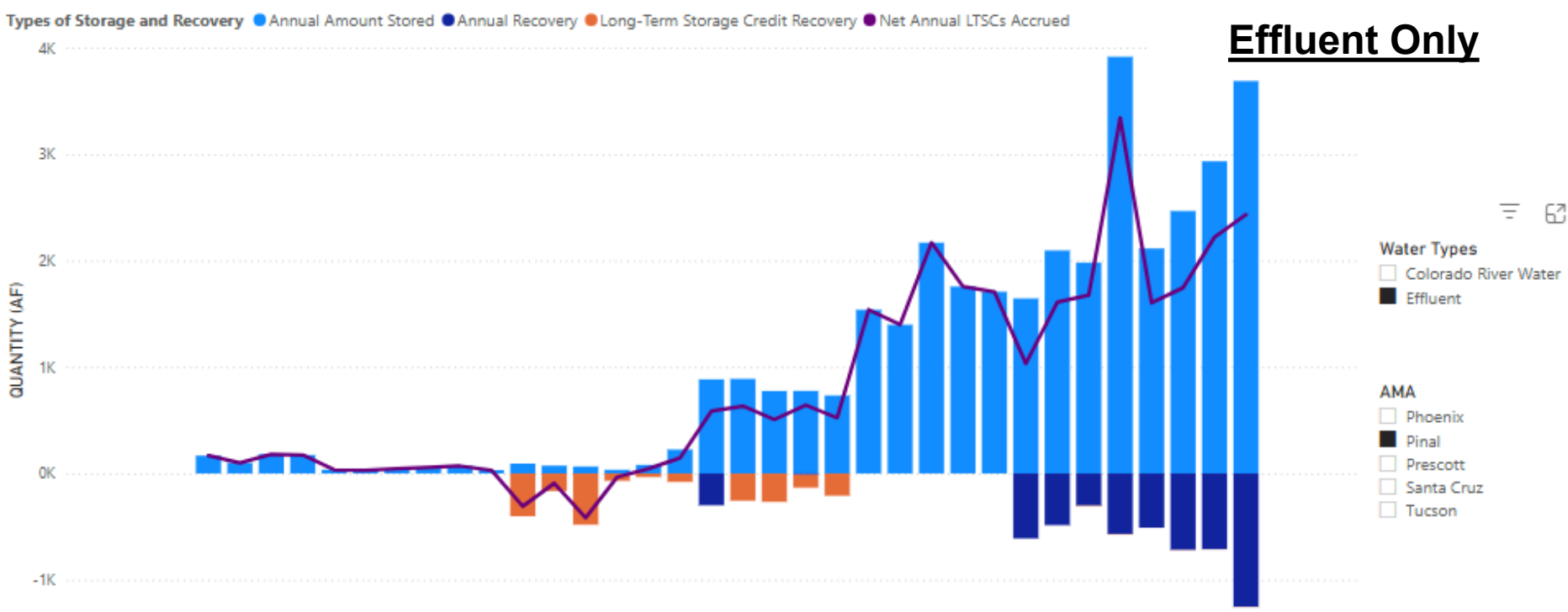
Storage and Recovery in Pinal Active Management Area



Net Total Long-term Storage Credit Balance
Available for Recovery through 2022 all water sources

3,200,000 acre-feet or 3.2 million acre-feet
1,042,723,200,000 gallons or 1.04 trillion gallons

Storage and Recovery in Pinal Active Management Area



Net Total Long-term Storage Credit Balance
Available for Recovery through 2022 – effluent only

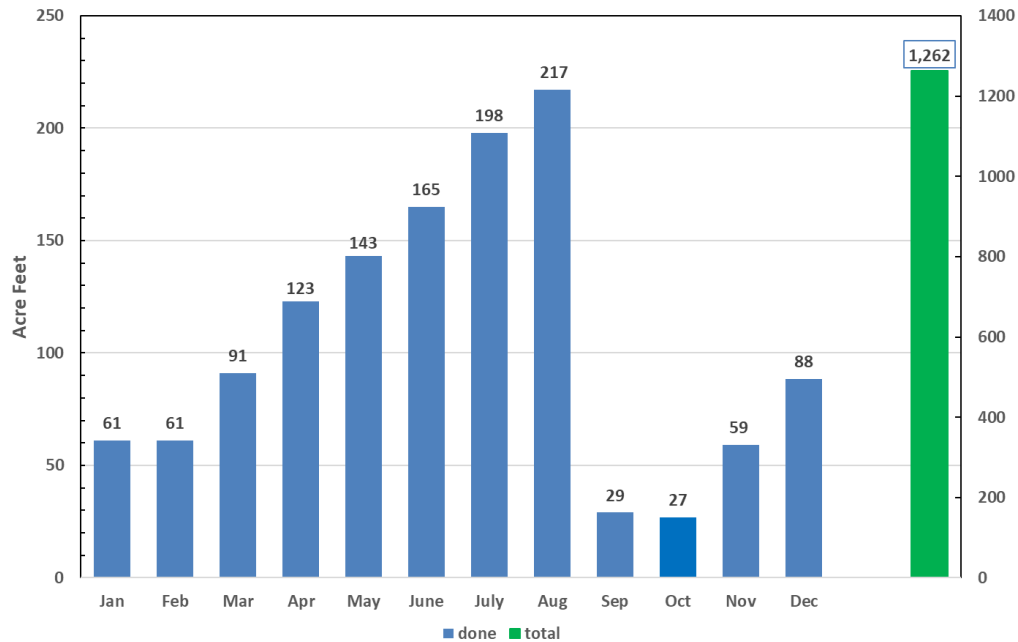
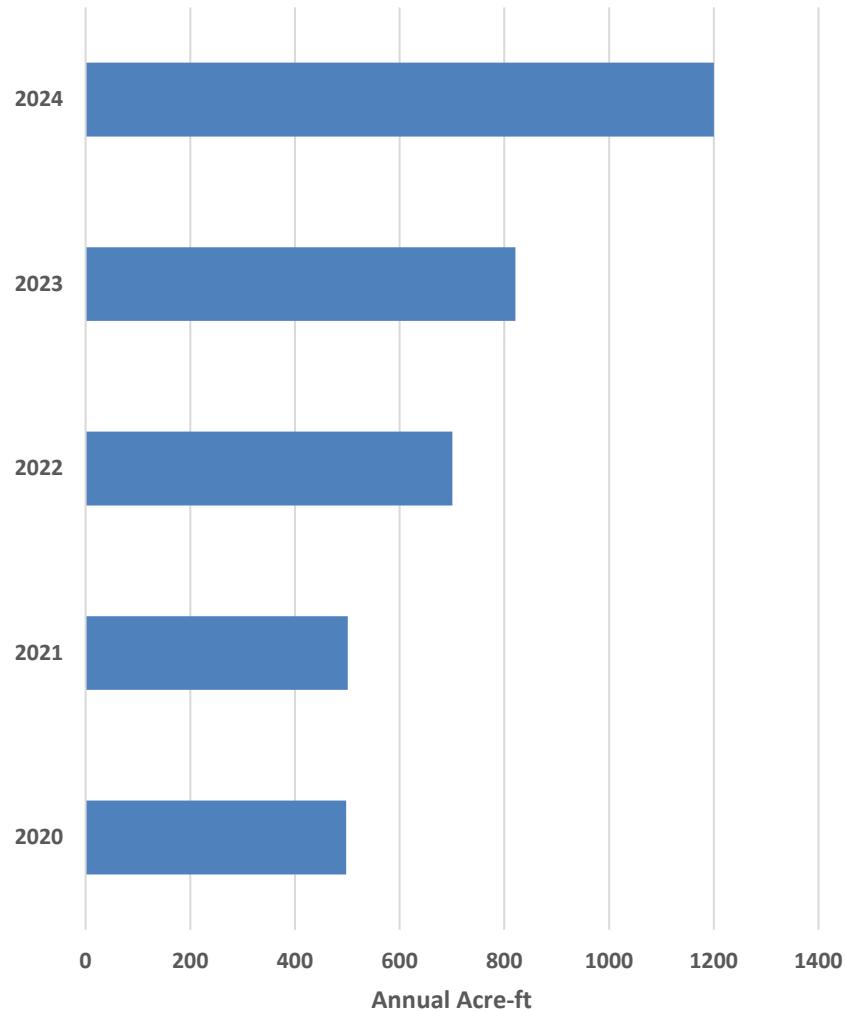
27,350 acre-feet
8,912,024,850 gallons or 8.9 billion gallons

AWC's Pinal AMA Recharge Program

- **Storing CAP in 3 groundwater savings facilities since 2015:**
 - Hohokam Irrigation and Drainage District GSF
 - Central Arizona Irrigation and Drainage District GSF
 - Maricopa Stanfield Irrigation and Drainage District GSF
- **Own and operate Pinal Valley Recharge and Recovery Facility**
 - Storing CAP water since 2020
- **Future sewer provider in Pinal AMA; will include effluent storage and recovery**
- **Own and operate 42 recovery wells**

Pinal Valley Recharge and Recovery Facility

CUMULATIVE DELIVERIES



- **Secure and maintain a diverse water supply portfolio**
 - Reliable and sustainable under a variety of hydrologic and operational conditions
 - Importance of groundwater
 - Importance of effluent
 - Importance of recharge
 - Balance redundancy with affordable prices
- **Promote efficient use of all water supplies**
 - Any type of customers whether existing or future
 - Any type of use including system use
 - Any type of supply source



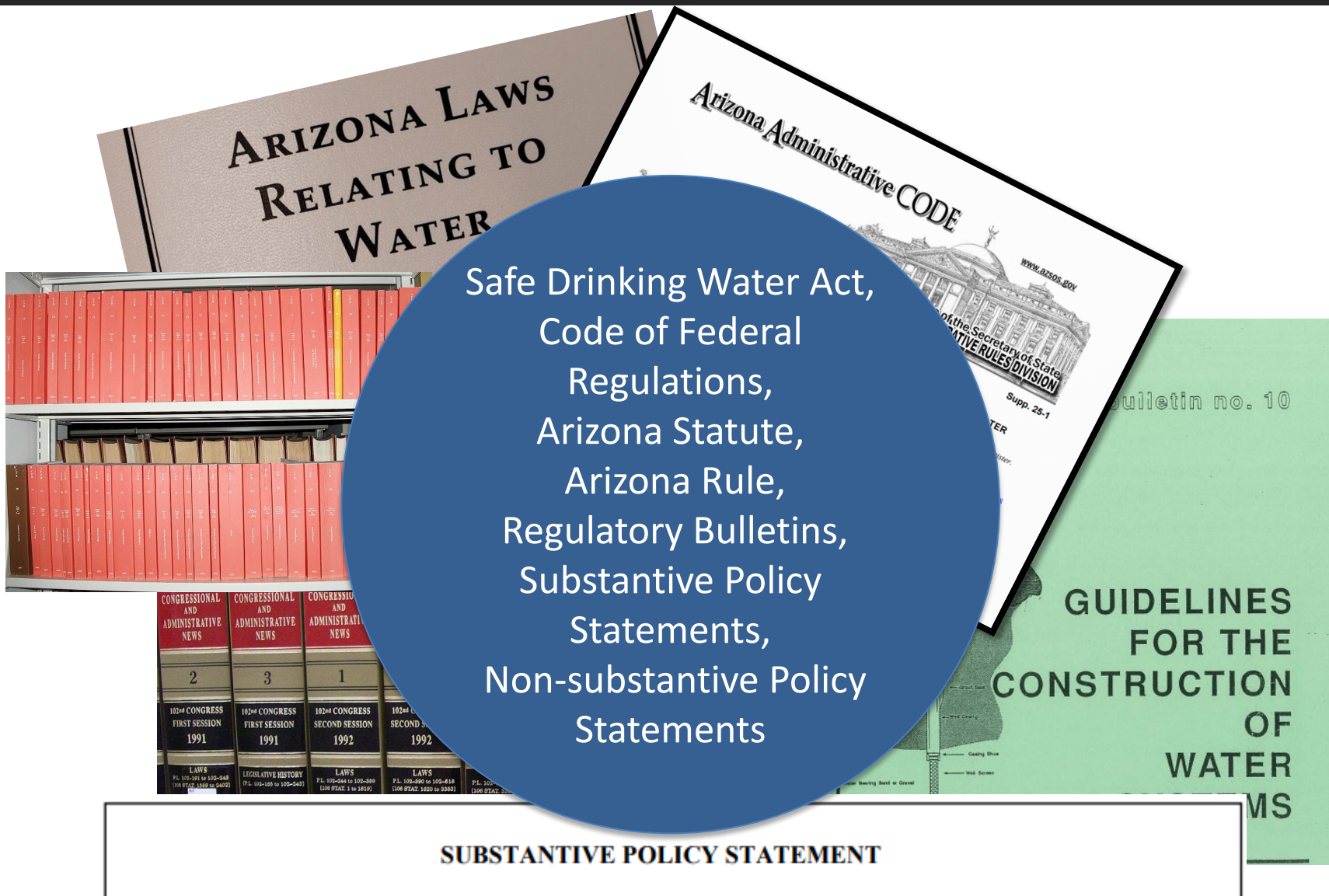
City of
Casa Grande



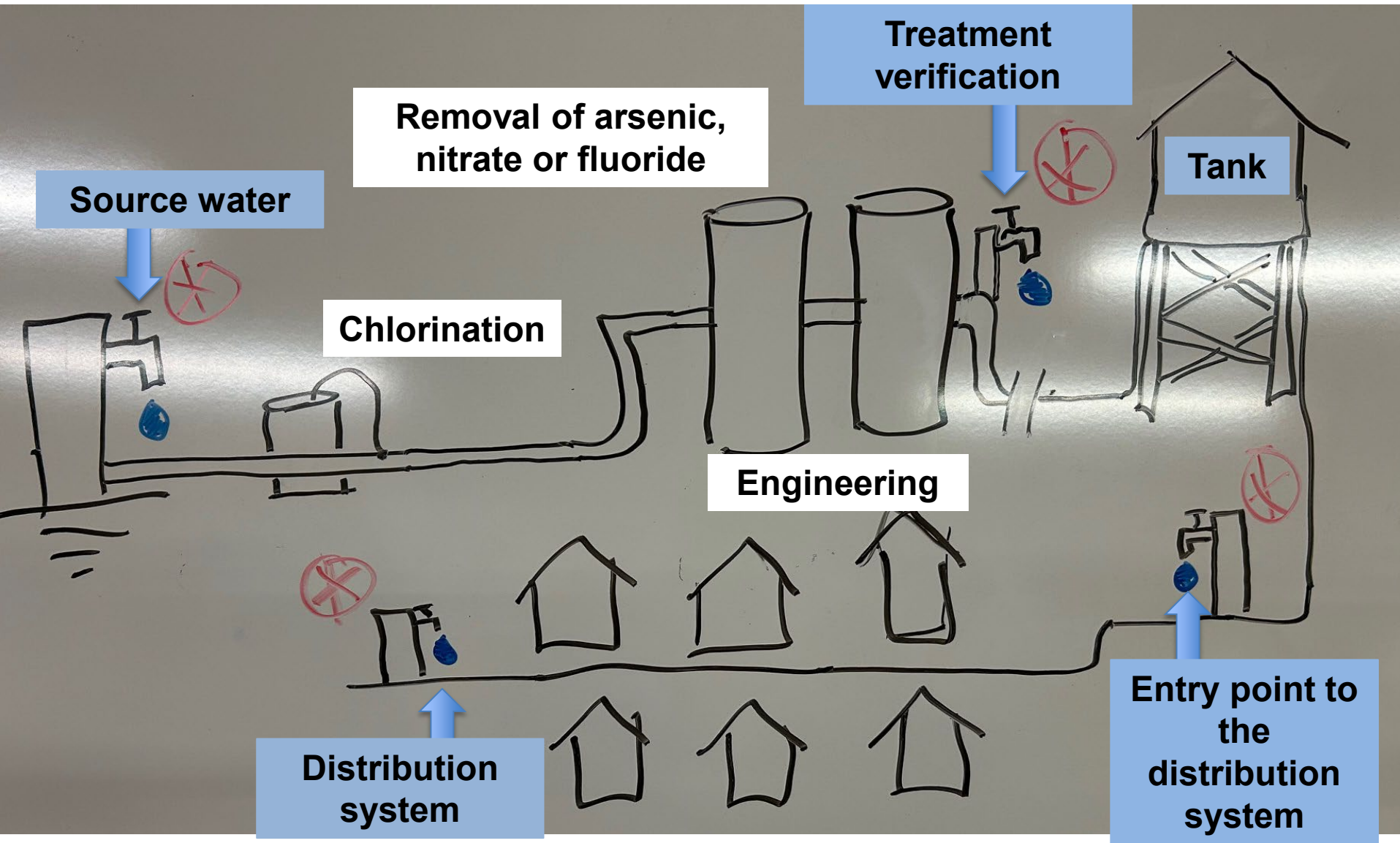
Providing Safe Drinking Water: Wells to Faucets

David Dunaway, General Manager – Pinal Valley
Arizona Water Company

Regulations



Real Life



Operational versus Compliance Testing

Type of Test	Source water	Treatment verification	EPDS	Tank	Distribution System	Totals
Regulatory	24	0	569	0	345	938
Operational	1,121	717	328	223	948	3,337
Totals	1,145	717	897	223	1,293	4,275


“Regulatory” - ADEQ told us to take it.

“Operational” - checking the water quality

All samples analyzed by certified labs.

Water Treatment and Distribution Operators


Grade	T1	T2	T3	T4	D1	D2	D3	D4
AWC Overall	26	20	21	26	47	23	26	39
Pinal Valley	8	5	7	8	15	6	7	8



NEED-TO-KNOW CRITERIA

Water Distribution Operator Class IV





DAVID DUNAWAY
Operator ID: OP061636

Has complied with the requirements for operator certification in the State of Arizona pursuant to Arizona Revised Statutes, Title 49, Chapter 2, Articles 9 and 10, and Arizona Administrative Code, Title 18, Chapter 5, Article 1. Therefore, the Arizona Department of Environmental Quality issues this Certificate.

Certificate Number	Grade & Certificate	Expiration Date
127669	Grade 4 Water Treatment System Operator	03/31/2028
127671	Grade 4 Wastewater Treatment System Operator	01/31/2028
127670	Grade 4 Water Distribution System Operator	01/31/2028

Issued By: Operator Certification Program

Treatment



The Proof



Accounts & Billing Locations & Contacts Development Services Doing Business With Us Water Quality Conservation Water Rates Careers About Us



Pay a Bill



View Your Bill



Start Service



Alerts & Reports

[Consumer Confidence Reports](#)

[Backflow Prevention/
Cross-Connection Control](#)

[Lead-Safe Communities](#)

ARIZONA WATER COMPANY



1964



1973

ARIZONA
WATER
COMPANY

1980



2000



2007



2023

Proudly Serving Arizona for 70 Years



City of
Casa Grande



QUESTIONS

Effluent Generation and Recharge

**A joint presentation from the City of Casa Grande
and Arizona Water Company**

June 11, 2025



PINAL COUNTY

WIDE OPEN OPPORTUNITY

AGENDA ITEM

6/11/2025

Board Hearing Room

REQUESTED BY:

Funds #: 64

Dept. #: 311

Dept. Name: Clerk of the Board

Director: Joe Ortiz

BRIEF DESCRIPTION OF AGENDA ITEM AND REQUESTED BOARD ACTION:

Presentation and discussion of proposed micro-trenching standards as an alternative to traditional trenching and boring construction methods to facilitate the installation of high-speed fiber optic cables within Pinal County owned streets, roadways, and rights-of-way. (AD24-019)
(Christopher Wanamaker/Joe Ortiz)

BRIEF DESCRIPTION OF THE FISCAL CONSIDERATIONS AND/OR EXPECTED FISCAL IMPACT OF THIS AGENDA ITEM:

There are no expected fiscal considerations or impacts to the General Fund associated with this agenda item.

BRIEF DESCRIPTION OF THE EXPECTED PERFORMANCE IMPACT OF THIS AGENDA ITEM:

There are no expected performance impacts associated with this agenda item.


MOTION:

Presentation Only

ATTACHMENTS

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ATTACHMENTS:

	Description
	Presentation



PINAL COUNTY

WIDE OPEN OPPORTUNITY

Microtrenching Standards
Board of Supervisors Work Session

June 11th, 2025

Meeting Objectives & Goals

- Overview of Microtrenching, Discuss Advantages and Disadvantages
- Discuss Proposed New Microtrenching Standards
- Discuss Industry Feedback received so far
- Discuss Next Steps and Timeline for Potential Adoption
- Solicit feedback from the Board of Supervisors

What is Microtrenching?

- Microtrenching is a method for deploying fiber that cuts thin, shallow channels into pavements, or existing joints, in lieu of wider, deeper trenches or bores. Microtrenching enables the deployment of underground fiber in trenches that are narrower, shallower, and completed faster than typical open trenches or underground bores. Micro trenches are typically 0.5” to 4” wide and between 10” and 24” deep. The trench is typically backfilled with a low strength flowable concrete and then sealed with an asphalt seal coat.

Why the Demand for Microtrenching?

- **Before 2020 (Pre-Pandemic)**

- Remote work was uncommon compared to today
- Broadband demand was growing predictably and steadily.
- Materials, installation equipment, and labor were readily available.

- **After 2020 (Post-Pandemic)**

- Demand for Broadband has increased tremendously due
- Fiber industry faced resource constraints to meet new demand.
- Federal Broadband Equity Access and Deployment (BEAD) Program.

To meet the growing consumer demand for high speed internet access, an unprecedented level of fiber deployment is needed.

Why is Pinal County Considering Adopting Standards?

- Pinal County currently has no microtrenching standards.
- Existing state of practice is a mixture of various ideas and techniques. Most jurisdictions have no standards and/or currently do not allow microtrenching.
- The demand for broadband and the use of microtrenching to meet that demand will continue to increase.
- The industry desires modern solutions to improve service connectivity at competitive prices.
- Pinal County desires to be proactive in adopting its own standards. This ensures roadways are protected for the benefit of the public while also accommodating the needs of the industry.



PINAL COUNTY

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Microtrenching Advantages and Disadvantages

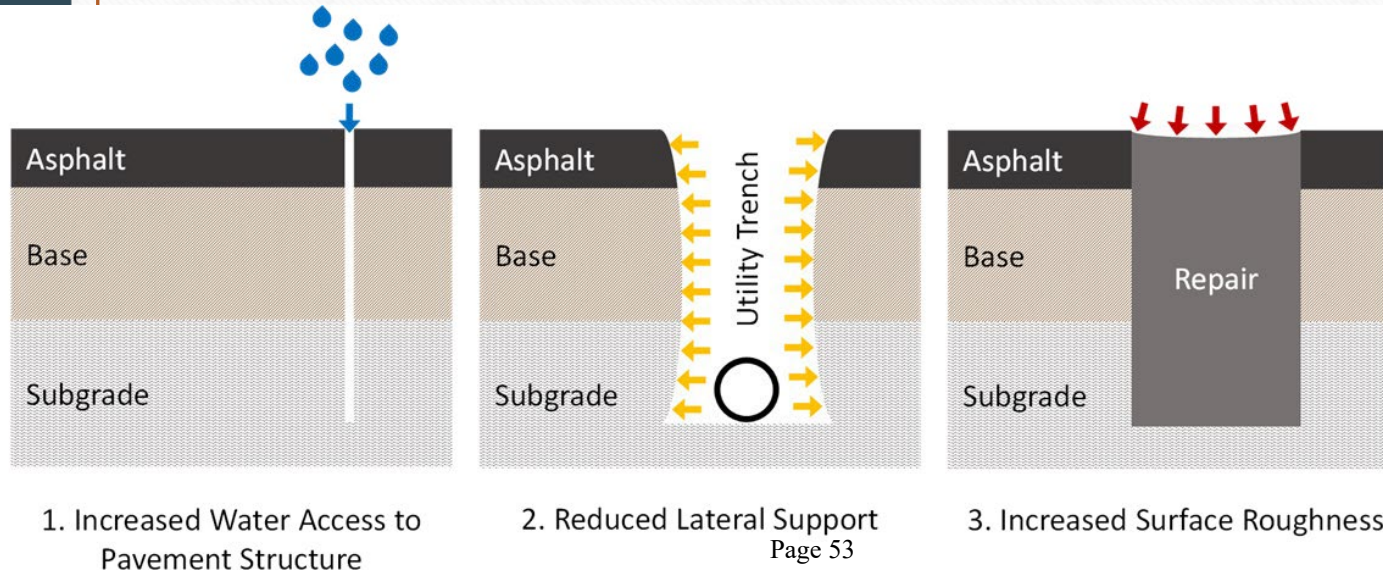
Challenges with Microtrenching

- Inappropriate application – Use on non-asphalt roadways
- Non-continuous construction (i.e. each step of construction split into phases)
- Quality control – mastic/sealer surface treatments may fail
- Shallower depth presents new risks and maintenance challenges to roadways.
- Typical contractors do not expect a utility line shallower than 3ft



Impact of Pavement Cuts

- **Surface Cracking and Deformation** - Stress Concentration
- **Base and Subbase Damage** - Material Displacement/Uneven Support, Load Bearing Capacity Reduction
- **Soil Settlement and Compaction** - Settlement over time, Potholes/Sagging/Depression
- **Edge Failure and Raveling** - Reduction in Lateral Load Transfer, Erosion/Raveling
- **Drainage Disruption** - Water Accumulation, Pothole Formation
- **Surface Layer Degradation** - Bond Weakening Between Layers



Challenges with Microtrenching

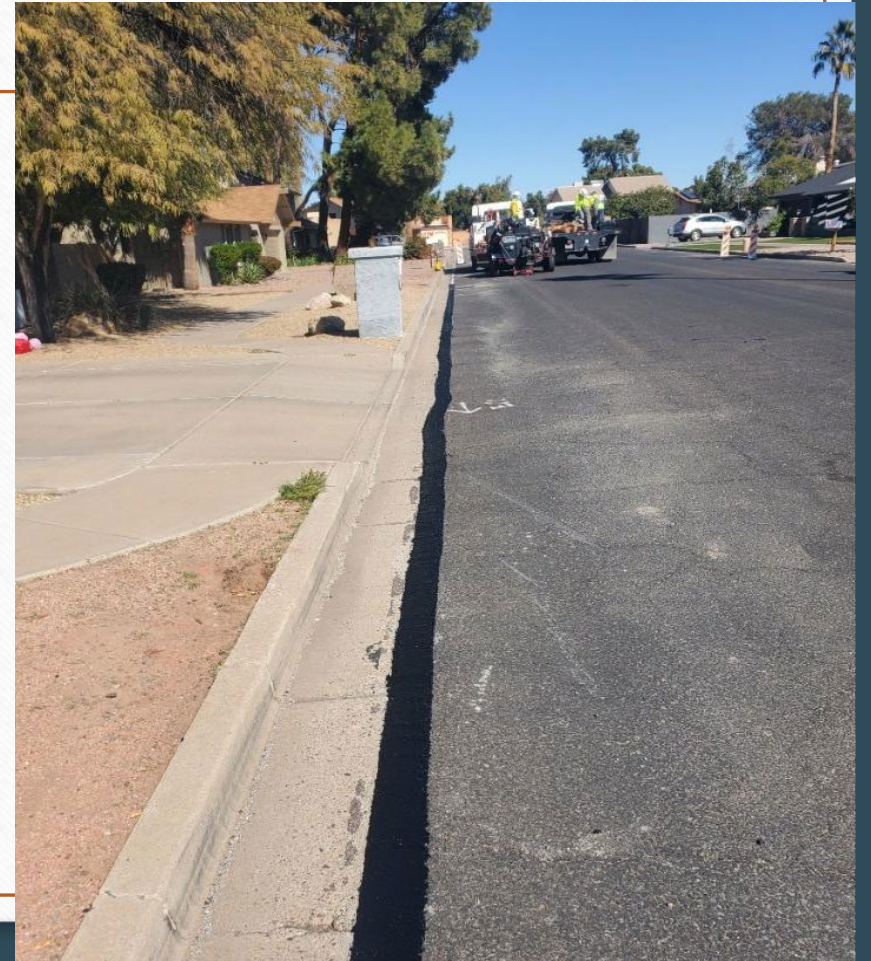


Challenges with Microtrenching



Advantages of Microtrenching

- Quicker installation
 - Up to 80% faster than traditional installation methods
- Less impact on traffic and the public
 - Traffic Control can be removed daily/nightly
- Lower installation costs
- Less likely to hit or conflict with existing utilities



Microtrenching versus Other Methods

Method	Spoil Creation	Distance Covered per Day	Maximum Depth (in)	Utility Strikes per Mile**	Description/Notes
Microtrenching	Low	2,000 - 3,000 feet	16" – 24"	0.03	Narrow, shallow trench cut with a saw
Directional Bore/HDD	Low	500 - 1,000 feet	48" – 120"	0.11	Drilling a horizontal hole that is replaced with conduit. Requires a bore pit.
Plow/Vibratory Plow	Medium	3,000 - 5,000 feet	48"	0.29	Used in dirt areas, a large saw cuts a trench into the ground
Conventional Trench	High	250 - 500 feet	48"+	13.97	Involved digging a deep, linear trench with a trencher or excavating machine.
Missile Bore	High	500 - 1,000 feet	24" – 48"	0.05	Horizontal, underground pneumatic impact boring. Requires bore pits.

Successful Microtrenching Examples





PINAL COUNTY

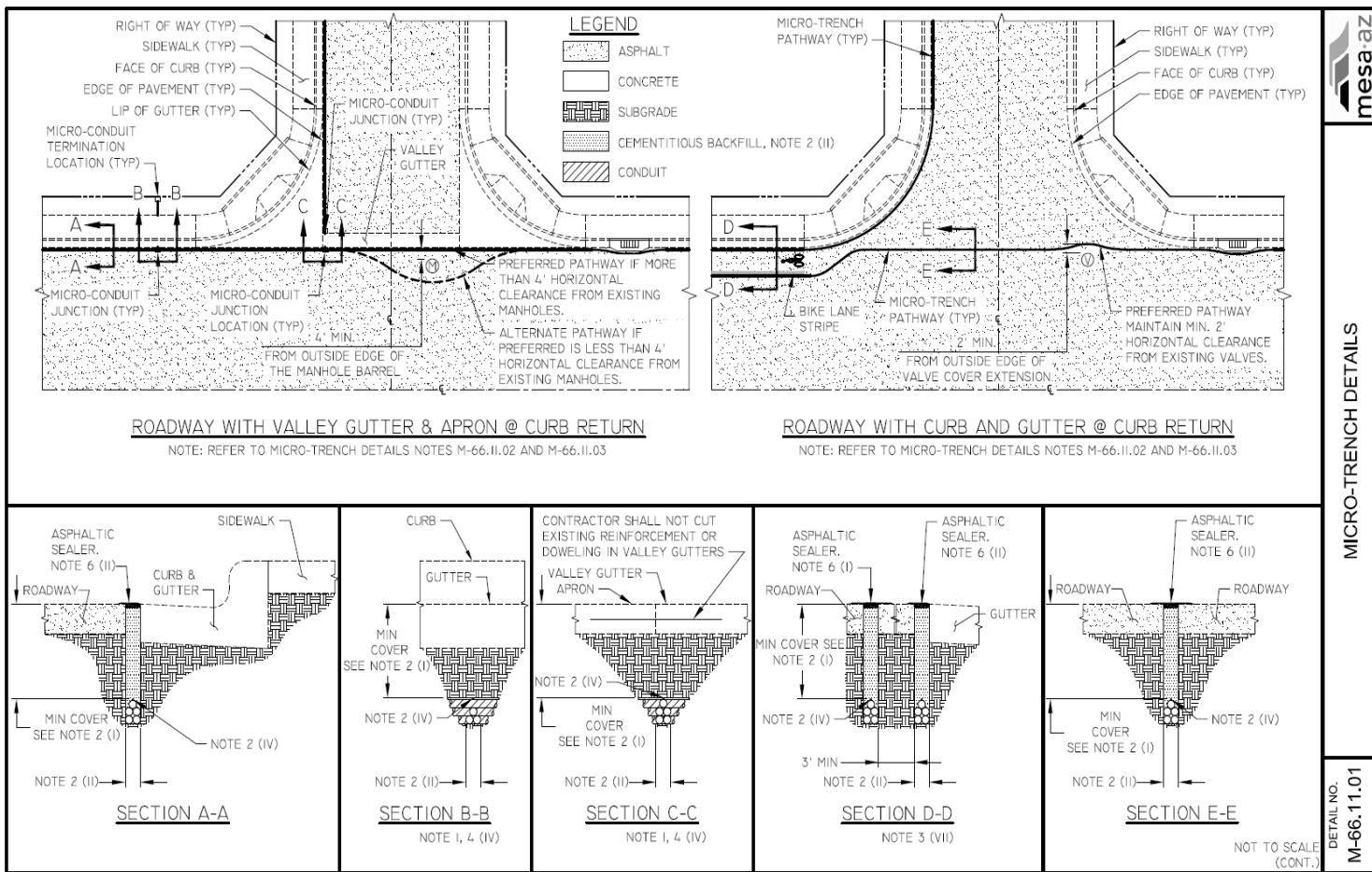
WIDE OPEN OPPORTUNITY

Microtrenching Standards

Standards From Other Agencies

- City of Mesa (Most comprehensive)
- Town of Gilbert (Draft)
- City of Scottsdale (Expired/Repealed)
- ADOT (Not an adopted standard)
- Maricopa County (Planned Adoption 2025)
- Maricopa Association of Governments (MAG)
 - None (Technical Working Group convened on 03/25/2025)

City of Mesa Detail (Updated)

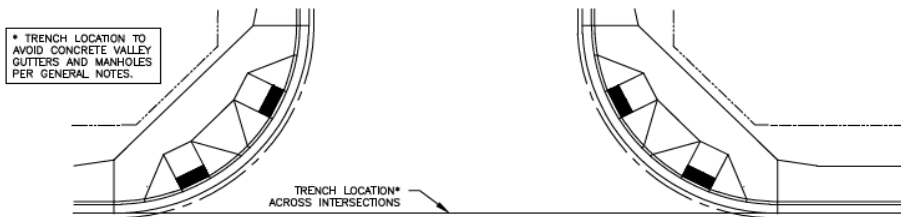


- **2.5" WIDE TRENCH AT THE LIP OF GUTTER OR AT AN ALTERNATIVE LOCATION APPROVED BY CITY**
- **10" MINIMUM COVER FOR ARTERIAL STREETS**
- **6" MINIMUM COVER FOR COLLECTOR AND RESIDENTIAL STREETS**
- **CONCRETE STRUCTURES (SIDEWALK, DRIVEWAY, ETC.) EXCLUDED**

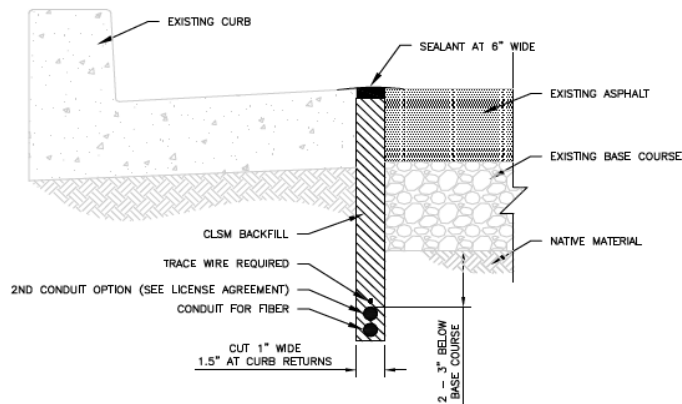
Town of Gilbert (Draft)



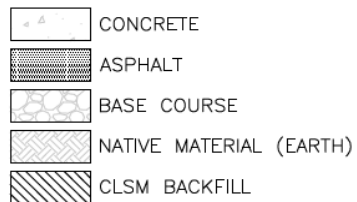
PERMITTED LOCATION ON LOCAL ROADWAY



INTERSECTION CROSSING LOCATION



LEGEND

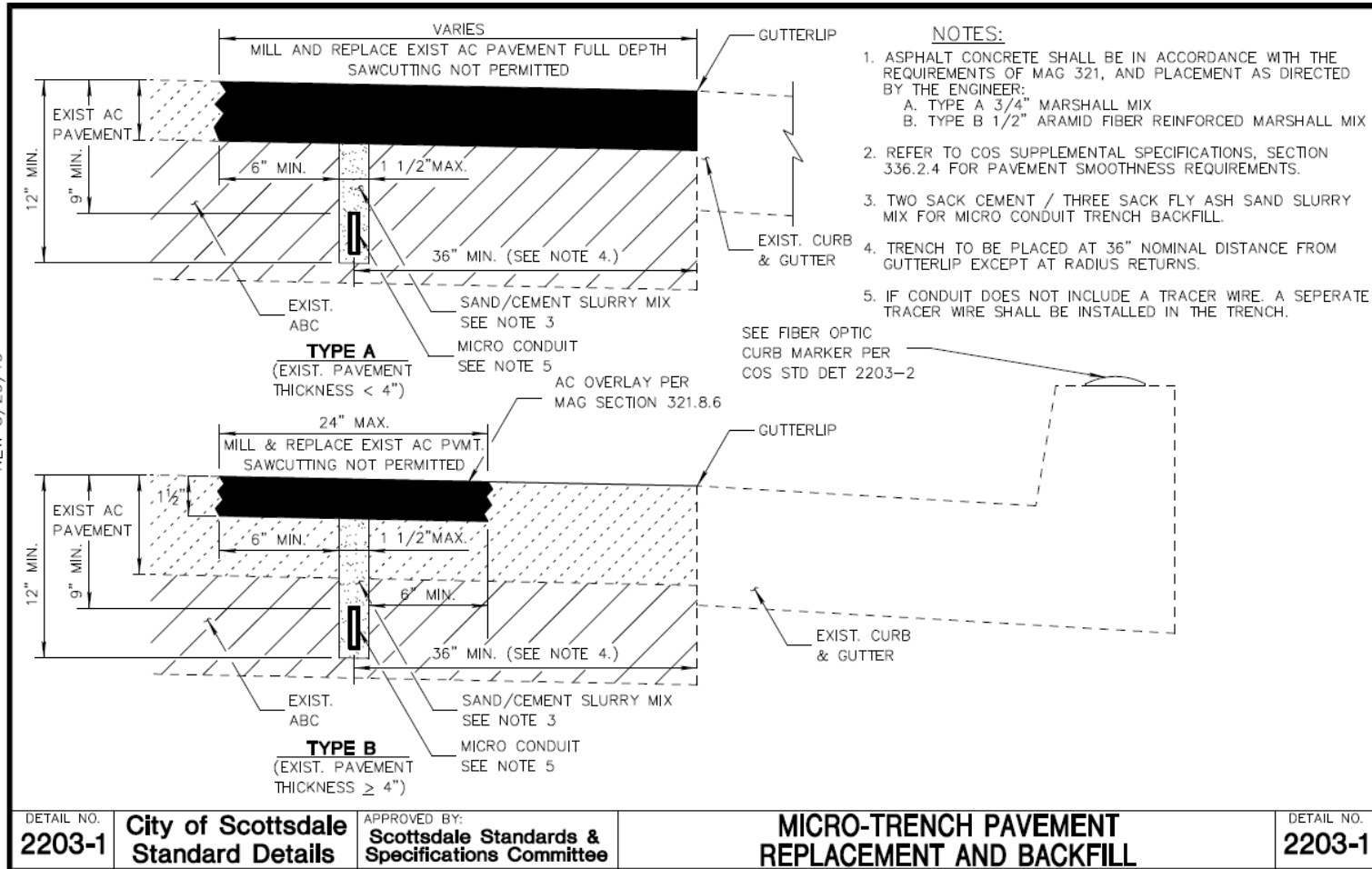


TYPICAL MICRO-TRENCH DETAIL

NOT TO SCALE

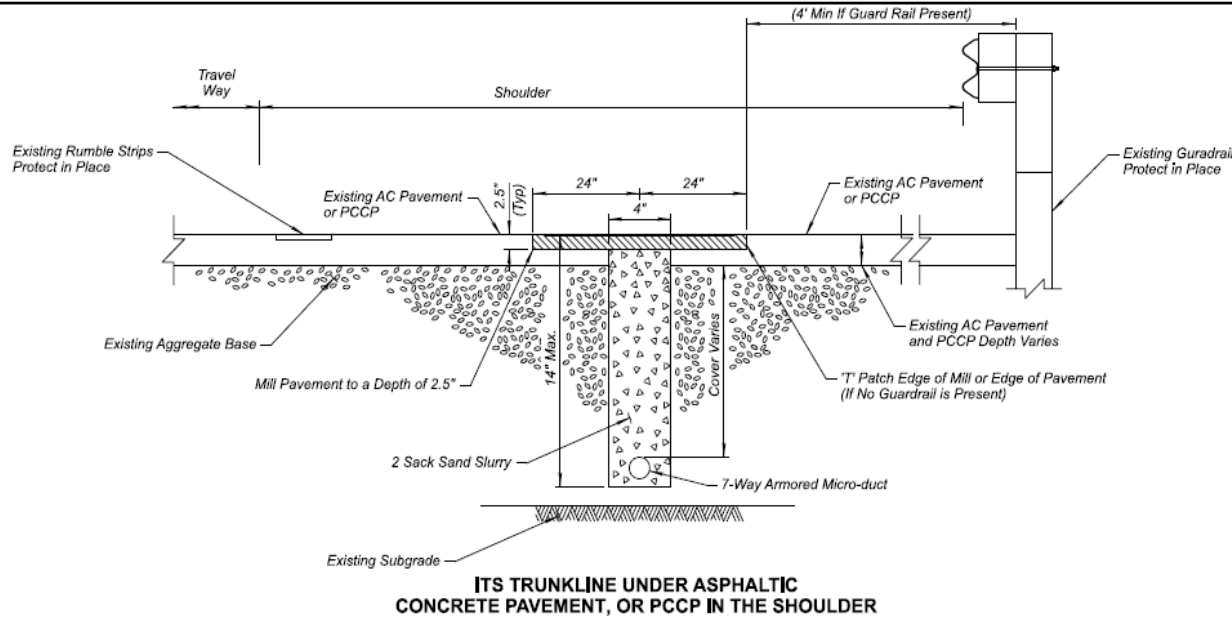
- 1-1.5" WIDE TRENCH AT LIP OF GUTTER OR AT AN ALTERNATIVE LOCATION APPROVED BY CITY
- 2-3" BELOW ROAD BASE COURSE
- CLSM BACK FILL
- 6" ASPHALT SEALANT

City of Scottsdale (Expired)



- 1.5" WIDE TRENCH 36" FROM LIP OF GUTTER OR AT AN ALTERNATIVE LOCATION APPROVED BY CITY
- 9" MINIMUM COVER
- 12" MAXIMUM DEPTH
- 24" WIDE MINIMUM PAVEMENT REPLACEMENT

ADOT Details (Not an Adopted Standard)



NOTES:

1. Excess spoil materials shall be removed offsite or placed in a location approved by the Engineer the same day as conduit installation.
2. The micro-trench shall have a maximum depth of 14 inches.
3. Conduit shall not exceed 360-degrees of cumulative bending between adjacent pull boxes.
4. Trench only where shown on plans or approved by the Engineer.
5. Sweep and remove debris from work area after completion.
6. New pavement shall be clean and level with no noticeable transition to the existing pavement by vehicular traffic.
7. Existing rumble strips and edge line striping shall be protected in place.
8. The micro-trench width shall not exceed 4 inches.
9. The micro-trench shall be backfilled with 2 sack sand slurry in both asphaltic concrete and PCCP areas.
10. New AC pavement shall be per Section 409 of the Standard Specifications.
11. Penetrating epoxy crack sealer shall be applied over the backfilled micro-trench 6 inches on both sides of the trench centerline in area of PCCP.
12. Contractor to verify depth/cover over existing box culverts prior to construction.

- 4" WIDE TRENCH
- 2.5" ASPHALT T-TOP REPLACEMENT
- 14" MAXIMUM DEPTH
- 2 SACK SLURRY BACKFILL
- 48" FROM EDGE OF PAVEMENT

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PINAL COUNTY

WIDE OPEN OPPORTUNITY

Proposed Draft Microtrenching Standards

Key Components & Specifications (Draft)

- One microtrench each side of the road (maximum)
- With Curb & Gutter – Preferred location between 6” and 18” from lip of gutter
- With No curb and Gutter – Locate minimum 24” from edge of pavement
- Minimum 1” to Maximum 4” wide trench
- Minimum 16” to Maximum 24” deep, up to two conduits per trench.
- Top of conduit to be no shallower than 12” deep

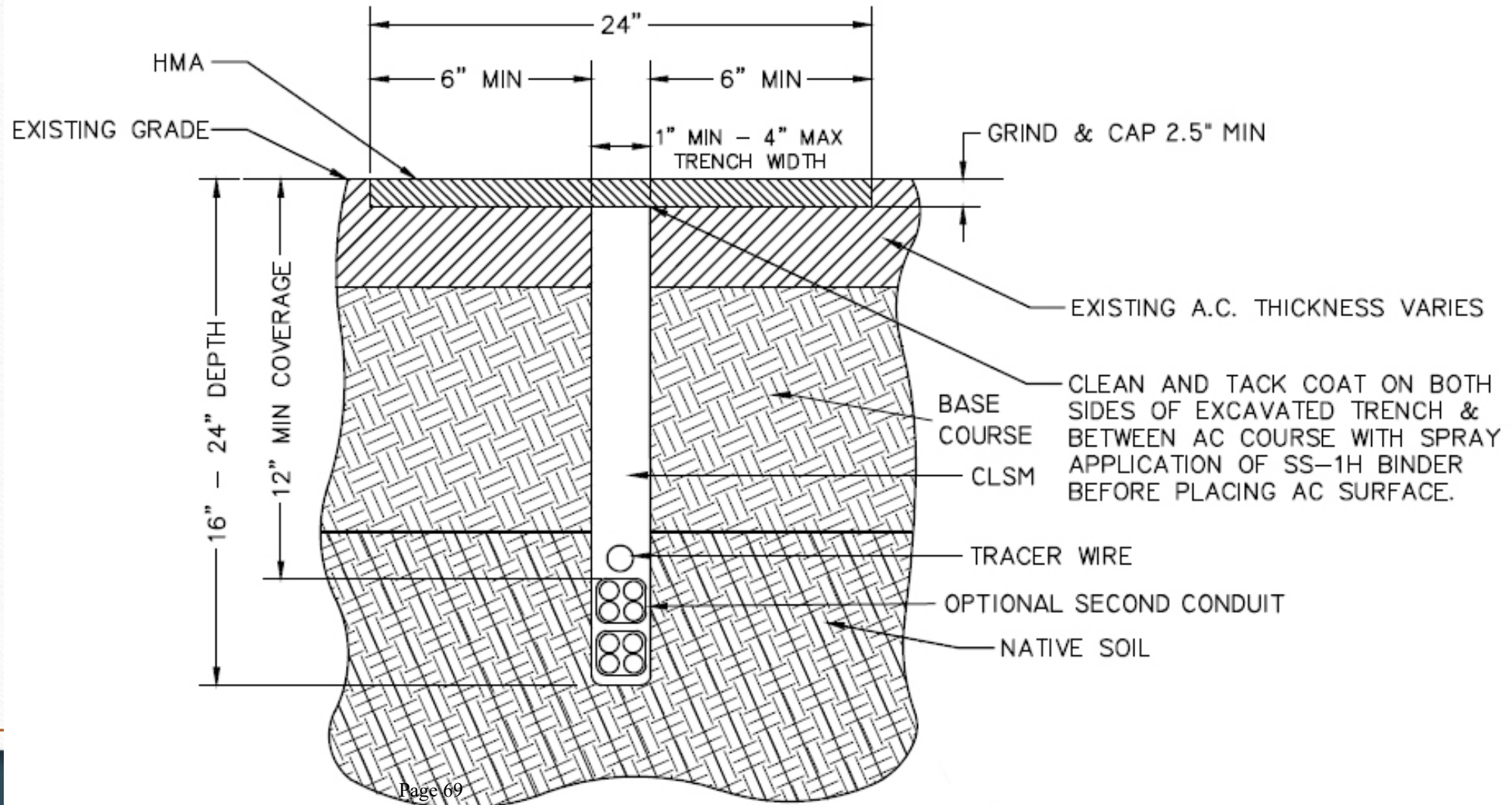
Key Components & Specifications, continued (Draft)

- Backfill with flowable CLSM (2 sack slurry)
- Cover with MAG T-top patch, Asphalt 24” wide, 2.5” thick minimum to edge of concrete. Requires Tack Coat.
- Road crossings to be perpendicular to road
- To be used only for telecommunications conduits
- Tracer wire required in microtrench.

Key Components & Specifications, continued (Draft)

- Avoid manholes, 4ft separation minimum
- Avoid valves and survey monuments, 2ft separated minimum
- Avoid placement in wheel path or in bike lane on arterial roadways.
- Avoid conflicts with roadway striping and rumble strips
- Service laterals to be placed under curb, gutter, & sidewalk.
- Intersections crossing may require traditional boring
- Vaults/Pedestals to be behind sidewalk (in PUE). If no PUE, locate at edge of ROW

Example Detail Drawing (Draft)



Permitting, Inspection, & Compliance Protocols (Draft)

- Advanced public notification required.
- Construction/implementation should occur in one continuous operation (i.e. a train). No phased construction or implementation on a step-by-step basis allowed.
- Permits to be for logically sized projects (i.e. one neighborhood per permit).
- Nightwork may be required on arterial roadways, if allowed at all.

Pavement Cut Ordinance

(Ordinance #122818-AD18-010)

- New or Recently Reconstructed Roads
 - Within one year of new pavement - No Pavement cuts allowed (not even potholes). Any pavement cuts may void our warranty on the new road.
 - Between one and two years of new pavement - Pay a per square yard fee and apply a minimum 2" asphalt mill and overlay the full width of the street.
- Recently Maintained or Preserved (Slurry/Fog seal) Roads
 - Within one year - Pay a per square yard fee and slurry/fog seal (width of half-street) and restriping of the road (if currently striped).

Additional Challenges/Considerations

- All other alternatives must be considered first (use of PUE, traditional methods, etc)
- Multiple microtrenches/users
- Blue stake notification
- Accommodations for Bike Lines/Vehicle Wheel Path
- Service Laterals (Under vs Through sidewalks)
- Existing Roadway conditions: Chip-seal (ARDP), poor quality roads, etc)
- Amendments/Revisions to License Agreements



PINAL COUNTY

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Industry/Agency Feedback

May 12th, 2025 Stakeholder Meeting

- Requested input on practicality/feasibility of proposed standards
- Industry experience and best practices
- Suggestions for improvement – What would help industry?
- Industry challenges
- Concerns about costs, implementation, consistency (or lack thereof) with nearby agencies

Feedback Received to Date (Industry)

- Requests shallower depth than proposed to increase installation rate. Deeper installation costs more and is slower.
- Preference is to be against the curb not away from the curb. Companies that have had experience with this believe these provides better results and is less likely to result in pavement damage.
- Concerns about the cost of a T-Top Patch – several companies noted that this would make microtrenching cost prohibitive

Feedback Received to Date (Agencies)

- General hesitancy to allow microtrenching due to shallow placement and potential long term damage to pavement
- If accepted, should be limited to local or residential streets
- If accepted, should require mill/overlay or asphalt patch to prevent water infiltration
- Most agencies agree that license agreements need to be updated/amended to account for risks associated with microtrenching



PINAL COUNTY

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Next Steps, Timeline, & Adoption

Next Steps

- Further refine standards based on:
 - Industry & Agency feedback
 - Board of Supervisors feedback
- Development comprehensive details (drawings) and specifications.

Process/Adoption Timeline

May 12th, 2025 – Initial Stakeholder Meeting (Introduction)

June 11th, 2025 – Board of Supervisors Work Session

June 16th, 2025 – Publish NOH, Start of 30-Day Comment Period

July 22nd, 2025 – End of Comment Period, Publish Final Standards

August 6th, 2025 – Board of Supervisors Adoption & Public Hearing

Microtrenching Standards Website

- All documents will be posted to Pinal County's website:
- Review the draft documents
- Provide feedback & comments
- Subscribe to updates

<https://cleargov.com/arizona/pinal/county/projects/17026/microtrenching-standards>



PINAL COUNTY

WIDE OPEN OPPORTUNITY

Contact Information

Christopher Wanamaker, PE, CFM, CPM
County Engineer

Pinal County Development Services
Public Works Department
85 N. Florence Street
P.O. Box 749

Florence, AZ 85132

O: (520) 866-6010 | M: (520) 251-2344 | F: (520) 866-6511

Christopher.Wanamaker@Pinal.gov

Project Webpage

<https://cleargov.com/arizona/pinal/county/projects/17026/microtrenching-standards>

Q & A

Comments & Feedback



<https://bit.ly/3EYnNxS>



PINAL COUNTY

WIDE OPEN OPPORTUNITY

AGENDA ITEM

6/11/2025

Board Hearing Room

REQUESTED BY:

Funds #: 147

Dept. #: 2801163-2851163

Dept. Name: Clerk of the Board

Director: Hon. Shaun Babeu

BRIEF DESCRIPTION OF AGENDA ITEM AND REQUESTED BOARD ACTION:

Presentation to discuss the request from the Justice of the Peace Courts to raise the Pinal County Justice Court Cost Recovery Fund Fee Schedule (Ordinance No. 52098). The Justice Courts are proposing a Resolution that seeks to increase the current fee of \$20 to \$40. Said increase would help offset the rising costs associated with providing Justice Court products and services to the public. (Shaun Babeu)

BRIEF DESCRIPTION OF THE FISCAL CONSIDERATIONS AND/OR EXPECTED FISCAL IMPACT OF THIS AGENDA ITEM:

BRIEF DESCRIPTION OF THE EXPECTED PERFORMANCE IMPACT OF THIS AGENDA ITEM:

Fee increase would offset increased costs of Justice Court operations.




MOTION:

Information only

ATTACHMENTS

[Click to download](#)

ATTACHMENTS:

	Description
	No. 52098 Amendment to Justice Court Cost Recovery Fund Fee Schedule
	Justice Court Cost Recovery Fund Fee Schedule
	06.11.2025 Presentation

When Recorded Return To:
Clerk of the Board
P.O. Box 827
Florence, AZ 85132

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF PINAL COUNTY AMENDING
THE PINAL COUNTY JUSTICE COURT ENHANCEMENT FEE**

WHEREAS, the Pinal County Board of Supervisors, pursuant to A.R.S. §§ 11-251.05 and 11-251.08, has the authority to establish and amend ordinances and fees for products and services provided by the County; and

WHEREAS, on May 20, 1998, the Board of Supervisors adopted Ordinance No. 52098-CS, which established the Justice Court Recovery Fund Fee Schedule, and such Fee Schedule being in need of revision to meet changes in costs for said services; and

WHEREAS, Ordinance No. 52098-CS, Sec. 302, allows for the revision of the Fee Schedule to keep current with rising expenses to perform such Justice Court public services and provide such products; and

WHEREAS, Ordinance No. 52098-CS, Sec. 303, provides that a revision of the Fee Schedule shall not effect any change in the Ordinance itself; and

WHEREAS, Notice of Public Hearing was published at least fifteen (15) days prior to the public hearing; and

WHEREAS, this matter has been reviewed by the Pinal County Board of Supervisors in a Work Session and a Public Hearing held before the Pinal County Board of Supervisors on June 11, 2025, to take public testimony regarding the proposed fee schedule; and

WHEREAS, the Pinal County Justice Courts have provided a basis for the fees set forth below.

NOW, THEREFORE, the following fees are established and adopted for Justice Court public services and products provided to users of the Pinal County Justice Court to cover Justice Court expenses for products and services provided by the Pinal County Justice Court system.

Justice Court Fees:

Pinal County Justice Court Enhancement Fee	\$40.00
Non-Sufficient Funds Fee	\$25.00

PASSED AND ADOPTED this ____ day of _____, 2025, by the PINAL COUNTY BOARD OF SUPERVISORS.

Stephen Q. Miller, Chairman of the Board
Pinal County Board of Supervisors

ATTTEST:

Natasha Kennedy, Clerk of the Board

APPROVED AS TO FORM:

A handwritten signature in black ink, appearing to read "Ryan Heidt", written over a horizontal line.

Ryan Heidt, Deputy County Attorney

PINAL COUNTY JUSTICE COURT RECOVERY FUND FEE SCHEDULE

WHEREAS, the Pinal County Board of Supervisors, pursuant to A.R.S. § 11-251.08 and Pinal County Justice Court Recovery Fund Ordinance #52098-CS, has authority to adopt fee schedules for specific services provided by Pinal County to the public; and

WHEREAS, Notice of Public Hearing was published at least fifteen days prior to the public hearing, and public hearing was held on May 20, 1998; and

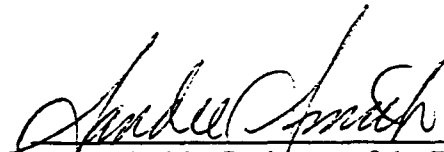
WHEREAS, the Pinal County Justice Courts have provided a basis for the fees set forth below.

NOW, THEREFORE, the following fees are established and adopted for traditional Justice Court services provided to users of the Pinal County Justice Court system to cover Justice Court services provided by the Pinal County Justice Court system.


Justice Court Fees:

Pinal County Justice Court Enhancement Fee	\$20.00
Non-sufficient Funds Fee	25.00

PASSED AND ADOPTED this 20th day of May, 1998, by the Board of Supervisors of Pinal County, Arizona.


Sandie Smith, Chairman of the Board

ATTEST:


Stanley D. Griffis, Clerk of the Board



Pinal County Justice Court Cost Recovery

JUDGE SHAUN BABEU

PRESIDING JUSTICE OF THE PEACE

What Is The Cost Recovery Fund?

- ▶ Established by the Board of Supervisors in May of 1998 to help ease the burden on taxpayers for the expenses incurred by the Justice Courts to process cases. Revised in 2006.
- ▶ Collected fees are to be used to modernize, streamline, automate and secure the Justice Courts.
- ▶ The Cost Recovery fee is assessed on defendants who have been found/plea guilty of, or responsible for, a criminal offense or civil traffic offense.

Pinal County General Fund

- ▶ Pinal County expends more General Fund dollars than come back to the General Fund through fines and fees collected at the Justice Courts.
- ▶ FY25 the difference will be approximately \$1,954,000
- ▶ Increasing Cost Recovery to \$40 will generate approximately \$670,000

Justice Court GF Budget Expenditures & Revenues FY25 Projections

JUSTICE COURT	FY24/25 GF BUDGET	FY24/25 GF REVENUES	GF BUDGET DIFFERENCE
PIONEER	\$999,100	\$931,400	-\$67,700
CASA GRANDE	\$878,700	\$445,000	-\$433,700
CENTRAL PINAL (COOLIDGE)	\$745,600	\$447,500	-\$298,100
WESTERN PINAL (MARICOPA)	\$600,000	\$399,000	-\$201,000
COPPER CORRIDOR (SUPERIOR/ORACLE)	\$777,000	\$170,200	-\$606,800
APACHE JUNCTION	\$677,800	\$331,100	-\$346,700
	<u>\$4,678,200</u>	<u>\$2,724,200</u>	<u>-\$1,954,000</u>

Legal Authority

- ▶ Authorized under ARS §11-251.05 & ARS §11-251.08
- ▶ Established by Ordinance No. 52098-CS in 1998 by the Pinal County Board of Supervisors and amended November 2006 to clarify how to assess the fee and amend the procedures to expend “Recovery Funds.”

How the Recovery Fund Works

- ▶ Fees collected are deposited into the Pinal County Justice Court Recovery Fund
- ▶ Managed by Pinal County Finance Department
- ▶ Funds can be used for:
 - ▶ Modernizing and automating court systems
 - ▶ Improving security
 - ▶ Streamlining operations
- ▶ Expenditures require approval from both:
 - ▶ The Presiding Judge of the Superior Court
 - ▶ The Pinal County Manager

Current Cost Recovery Fees (Since 1998)

- ▶ Justice Court Enhancement Fee: \$20.00
- ▶ Non-Sufficient Funds Fee: \$25.00
- ▶ These fees were in place for 27 years and did not keep up with the rising costs.

Fund Balance Cost Recovery - Budget

	Actual FY 19/20	Actual FY 20/21	Actual FY 21/22	Actual FY 22/23	Actual FY 23/24	YTD Budget FY 24/25	Projection 1/2025	Budget Projection Variance
00147 - JP/COST RECOVERY								
Sources								
Budgeted Fund Balance	-	-	-	-	-	(1,162,659)		
Charges for Services	(342,516)	(310,883)	(307,199)	(443,412)	(342,789)	(421,637)	(334,400)	(87,237)
Fines/Forfeits	(549)	(544)	(463)	(416)	(320)	(213)	(30,447)	30,234
Miscellaneous	(16,974)	(4,742)	(4,946)	(19,070)	(27,455)	-	-	-
Total Sources	(360,039)	(316,169)	(312,608)	(462,898)	(370,563)	(1,584,509)	(364,847)	(1,219,662)
Uses								
Personnel Services	243,433	254,304	295,289	295,715	382,290	404,293	431,776	(27,483)
Non-Personnel Services	60,578	113,748	52,614	18,646	63,433	812,562	90,604	721,958
Transfers Out	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	367,654	-	367,654
Total Uses	304,011	368,052	347,903	314,361	445,722	1,584,509	522,380	1,062,129
Sources Less Uses	(56,028)	51,883	35,295	(148,537)	75,159	0	157,533	(157,533)
Fund Balance								
Beginning Fund Balance	(985,991)	(1,042,019)	(990,137)	(954,842)	(1,103,379)		(1,028,220)	
Increase/(Decrease)	(56,028)	51,883	35,295	(148,537)	75,159		157,533	
Ending Fund Balance	(1,042,019)	(990,137)	(954,842)	(1,103,379)	(1,028,220)		(870,687)	

Proposed New Fees Effective July 2025

- ▶ Justice Court Enhancement Fee: \$40.00
- ▶ Non-Sufficient Funds Fee: \$25.00
- ▶ If Adopted by the Board of Supervisors at a subsequent BOS regular meeting.
- ▶ Implemented countywide across all Justice Courts.

Why the Increase is Needed: Modern Demands and Security

- ▶ Modern needs:
 - ▶ E-filing
 - ▶ Virtual Hearings
 - ▶ Digital Record
 - ▶ Court Security, Security Equipment
- ▶ Security upgrades across courts.
- ▶ Supports 6 full-time court security officers (currently \$432,000 annually).

Fiscal Impact and Sustainability

Doubling the enhancement fee to \$40 helps:

- ▶ Fund court improvements without relying solely on general funds
- ▶ Provide a stable revenue source for critical upgrades and services
- ▶ Strengthen long-term planning and support for the public and staff
- ▶ Pay for court security equipment, building modifications and continued assistance to support 6 court security officers

Questions?

- ▶ We appreciate your consideration.
- ▶ Open to questions and feedback.



PINAL COUNTY

WIDE OPEN OPPORTUNITY

AGENDA ITEM

6/11/2025

Board Hearing Room

REQUESTED BY:

Funds #: 147

Dept. #: 2801163-2851163

Dept. Name: Clerk of the Board

Director: Hon. Shaun Babeu

BRIEF DESCRIPTION OF AGENDA ITEM AND REQUESTED BOARD ACTION:

Presentation to discuss the request by the Justice of the Peace Courts in Pinal County to repeal and replace Ordinance No. 05615-JCFS, also known as the Pinal County Justice Court Public Service Fee Schedule Ordinance. The new ordinance will remove the civil fee schedule and increase the criminal/criminal traffic fee schedule items from \$25 to \$33. (Shaun Babeu)

BRIEF DESCRIPTION OF THE FISCAL CONSIDERATIONS AND/OR EXPECTED FISCAL IMPACT OF THIS AGENDA ITEM:

There are no expected impacts to the General Fund associated with this agenda item.

BRIEF DESCRIPTION OF THE EXPECTED PERFORMANCE IMPACT OF THIS AGENDA ITEM:

There are no expected performance impacts associated with this agenda item.



MOTION:

Information Only.

ATTACHMENTS

[Click to download](#)

ATTACHMENTS:

	Description
	Justice Court Public Service Fee Ordinance
	Ordinance No. 05615-JCFS

When Recorded Return to:
Clerk of the Board
P.O. Box 827
Florence, AZ 85132

ORDINANCE NO. _____

AN ORDINANCE OF THE PINAL COUNTY BOARD OF SUPERVISORS, TO REPEAL AND REPLACE ORDINANCE NO. 050615-JCFS, ALSO KNOWN AS THE PINAL COUNTY JUSTICE COURT PUBLIC SERVICE FEE SCHEDULE ORDINANCE

WHEREAS, the products and services provided by the Justice of the Peace Courts in Pinal County, Arizona, hereinafter “Justice Courts,” are consumed by the members of the public requesting services which require the Justice Courts to expend monies assisting the public in accessing civil and criminal records; and

WHEREAS, the Pinal County Board of Supervisors, hereinafter “Board,” favors easing the burden on taxpayers by defraying or covering the cost of products and services requested by members of the public from those who cause the expenditure; and

WHEREAS, Arizona Revised Statute § 22-281, Arizona Code of Judicial Administration § 4-303, and related Administrative Orders of the Supreme Court of Arizona prescribe fees to be collected by the Justice Courts for providing products and services related civil matters, but not criminal matters; and

WHEREAS, the Justice Courts are without a statutory means to defray or cover the costs of providing products and services related to criminal matters;

WHEREAS, the Board finds that the Justice Courts will expend substantial monies by providing products and services related to criminal matters; and

WHEREAS, the Board previously enacted Pinal County Ordinance No. 050615-JCFS and established Fee Schedule that defined fees to be collected by the Justice Courts when providing products and services to the members of the public who request such services; and

WHEREAS, the Ordinance No. 050615-JCFS Fee Schedule established fees for products and services provided related to both civil and criminal matters; and

WHEREAS, the Fee Schedule in Ordinance No. 050615-JCFS established fees for products and services related to civil matters that are below the minimum fees now prescribed by the Arizona Revised Statute § 22-281 and The Supreme Court of Arizona Administrative Order AO 2024-211, rendering the Ordinance No. 050615-JCFS Fee Schedule moot as it applies to civil matter fees; and

WHEREAS, the Fee Schedule in Ordinance No.050615-JCFS, being enacted in 2015, no longer adequately offsets the Justice Courts’ rising costs to provide products and services related to criminal matters.

NOW, THEREFORE, IT IS HEREBY ORDAINED by the Board of Supervisors of Pinal County, Arizona, as follows:

ARTICLE 1 – AUTHORITY AND SCOPE

Sec. 100 This Ordinance is adopted pursuant to A.R.S. §§ 11-251.05 and 11-251.08(A) which Authorizes the Board of Supervisors to adopt and enforce all ordinances necessary and proper to carry out the duties, responsibilities, and functions of the county government and to adopt fee schedules for any specific services provided by the County to the public.

ARTICLE 2 – SHORT TITLE

Sec. 200 This Ordinance may be referred to as the Pinal County Justice Court Cost Recovery Fund Fee Schedule Ordinance.

ARTICLE 3 – REPEAL OF PINAL COUNTY ORDINANCE NO. 050615-JCFS

Sec. 300 Pinal County Ordinance No. 050615-JCFS is hereby repealed.

ARTICLE 4 – FEES

Sec. 400 The Justice Court shall collect fees for services provided to the public as described in the Fee Schedule attached to this ordinance. This Ordinance's Fee Schedule shall only apply to products and services provided related to criminal court matters.

Sec. 401 This Ordinance imposes no greater fees on services provided related to civil matters than those prescribed in the Arizona Revised Statutes. The Justice Courts shall continue to collect fees for products and services provided in civil matters as directed in A.R.S. § 22-281, Arizona Code of Judicial Administration § 4-303, and any applicable Administrative Orders from the Supreme Court of Arizona.

Sec. 402 The board may revise the fee schedule as needed to keep current with rising expenses of performing public services related to criminal matters.

Sec. 403 The adoption or revision of this Ordinance's Fee Schedule shall not effect any change in the Ordinance itself.

Sec. 404 If a check that has been presented to a Justice Court in payment for a product or service subject to the Fee Schedule is returned by a payee bank for insufficient funds, the court shall assess a non-sufficient funds fee against the maker of the check.

Sec. 405 All fees collected pursuant to this Ordinance shall be tendered to the Pinal County Treasurer and deposited into the Pinal County Justice Court Recovery Fund.

Sec. 406 Monies deposited into the Pinal County Justice Court Recovery Fund shall be subject to a continuing appropriation and shall not lapse.

Sec. 407 A fee assessed pursuant to the authority of this Ordinance shall constitute a lien in like manner as a judgment rendered in a civil action.

ARTICLE 5 – PROCEDURES

Sec. 500 The fees collected and deposited into the Pinal County Justice Court Recovery Fund are to be included in the annual County budget and a Justice of the Peace shall direct any requisition for use of the funds to the Presiding Judge of the Pinal County Superior Court, who shall approve or disapprove said requisition, and, if approved, forward it to the County Manager for approval. Upon approval, the requisition shall be forwarded for procurement and upon receipt, payment by County warrant.

ARTICLE 6 – EFFECTIVE DATE

Sec. 600 This Ordinance shall become effective thirty (30) days from the date of adoption by the board.

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PASSED AND ADOPTED this _____ day of _____, 2025, by the Board of Supervisors of Pinal County, Arizona.

Stephen Q. Miller, Chairman – District 3

ATTEST:

Natasha Kennedy, Clerk of the Board

PINAL COUNTY JUSTICE COURT COST RECOVERY FUND FEE SCHEDULE

WHEREAS, the Pinal County Board of Supervisors, pursuant to A.R.S. §§ 11-251.05 and 11-251.08, has the authority to adopt fee schedules for specific products and services provided by Pinal County to the public; and

WHEREAS, Notice of Public Hearing was published at least fifteen (15) days prior to the public hearing and public hearing was held on June 11, 2025; and

WHEREAS, this matter has been reviewed by the Pinal County Board of Supervisors in a Work Session and a Public Hearing held before the Pinal County Board of Supervisors on June 11, 2025, to take public testimony regarding the proposed fee schedule; and

WHEREAS, the Pinal County Justice Courts have provided a basis for the fees set forth below.

NOW, THEREFORE, the following fees are established and adopted for Justice Court products and services provided to users of the Pinal County Justice Court to cover Justice Court expenses related thereto.

Pinal County Justices of the Peace shall receive fees established and classified as follows for products and services provided related to criminal matters including criminal traffic offenses:

Class	Description	Fee
A	Clerk fee	\$33.00
	Documents and transcript transfer on appeal	\$33.00
	Certification of any documents	\$33.00
	Issuance of writs	\$33.00
	Filing any paper or performing any act for which a fee is not specifically prescribed	\$33.00
	Subpoena (criminal)	\$33.00
	Research in locating a document	\$33.00
	Seal a court file	\$33.00
	Reopen a sealed court file	\$33.00
	Record duplication	\$33.00
	Copies of any documents Fee per page	\$0.50
B	Non-Sufficient Funds Fee	\$33.00

///

PASSED AND ADOPTED this ____ day of _____, 2025, by the PINAL COUNTY BOARD OF SUPERVISORS.

Stephen Q. Miller, Chairman of the Board
Pinal County Board of Supervisors

ATTTEST:

Natasha Kennedy, Clerk of the Board

APPROVED AS TO FORM:

A handwritten signature in black ink, appearing to read "Ryan Heidt", written over a horizontal line.

Ryan Heidt, Deputy County Attorney

u



**OFFICIAL RECORDS OF
PINAL COUNTY RECORDER
VIRGINIA ROSS**

When recorded mail to:
PINAL COUNTY BOARD OF SUPERVISORS
PO BOX 827
FLORENCE, AZ 85132

DATE/TIME: 05/13/2015 1016
FEE: \$0.00
PAGES: 6
FEE NUMBER: 2015-030978



(The above space reserved for recording information)

ORDINANCE NO. 050615-JCFS

DOCUMENT TITLE

**DO NOT DISCARD THIS PAGE. THIS COVER PAGE IS RECORDED AS PART
OF YOUR DOCUMENT. THE CERTIFICATE OF RECORDATION WITH THE
FEE NUMBER IN THE UPPER RIGHT CORNER IS THE PERMANENT
REFERENCE NUMBER OF THIS DOCUMENT IN THE PINAL COUNTY
RECORDER'S OFFICE.**

ORDINANCE NO. 050615-JCFS

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF PINAL COUNTY, ARIZONA,
TO BE KNOWN AS THE PINAL COUNTY JUSTICE COURT PUBLIC SERVICE FEE
SCHEDULE ORDINANCE

WHEREAS, the products and services provided by the Justice of the Peace Courts in Pinal County, Arizona, hereinafter "Justice Courts," are consumed by members of the public requesting services which require the Justice Courts to expend monies assisting the public in accessing civil and criminal records, including but not limited to civil and criminal traffic, researching and locating documents, duplicating records, and making copies, as well as other costs associated with the servicing the public;

WHEREAS, Pinal County Supervisor's, hereinafter "Board," favors easing the burden on taxpayers by defraying or covering the cost of products and services requested by members of the public from those who cause the expenditure; and

WHEREAS, the Board finds that County wide, the Justice Courts expend substantial monies providing products and services to members of the public, which are not currently offset by fees collected.

NOW, THEREFORE, IT IS HEREBY ORDAINED by the Board of Supervisors of Pinal County, Arizona, as follows:

ARTICLE 1 – AUTHORITY AND SCOPE

Sec. 100 This Ordinance is adopted pursuant to A.R.S. § 11-251-05 and A.R.S. § 11-251.08(A) which authorizes the Board of Supervisors to adopt and enforce all ordinances necessary or proper to carry out the duties, responsibilities and functions of the county government and to adopt fee schedules for any specific services provided by the county to the public.

ARTICLE 2 – SHORT TITLE

Sec. 200 This Ordinance may be referred to as the "Pinal County Justice Court Public Service Fee Schedule Ordinance."

ARTICLE 3 – FEES

Sec. 302 The Board may revise the fee schedule as needed to keep current with rising expenses to perform such Justice Court public services and products.

Sec. 303 The fee schedule may not assess clerk fees less than the statutory minimum for civil actions as codified in A.R.S. § 22-281.

Sec. 304 The adoption or revision of the Public Service Fee Schedule shall not affect any change in the Ordinance itself.

Sec. 305 The adoption of this Ordinance and the Public Service Fee Schedule shall not replace any existing Ordinance or fee schedule currently in place.

Sec. 306 If a check that has been presented to a Justice of the Peace Court relating to a product or service addressed in this Public Service Fee Schedule is returned by a payee bank for insufficient funds, the court shall assess a non-sufficient funds fee against the maker of the check.

Sec. 307 All fees collected pursuant to this Ordinance shall be tendered to the Pinal County Treasurer and deposited into the Pinal County Justice Court Recovery Fund.

Sec. 308 Monies deposited into the Pinal County Justice Court Recovery Fund pursuant to this Ordinance shall be subject to a continuing appropriation and shall not lapse.

Sec. 309 A fee assessed pursuant to the authority of this Ordinance shall constitute a lien in like manner as a judgment for money rendered in a civil action.

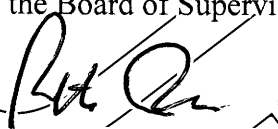
ARTICLE 4 – PROCEDURES

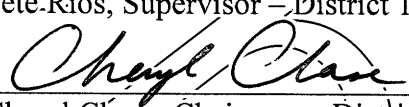
Sec. 400 The funds collected are to be included in the annual county budget and a Justice of the Peace shall direct a requisition for use of the funds to the Presiding Judge of the Pinal County Superior Court who shall approve or disapprove said requisition and, if approved, forward it to the County Manager for approval. Upon approval, the requisition shall be forwarded for procurement and upon receipt, payment by county warrant.

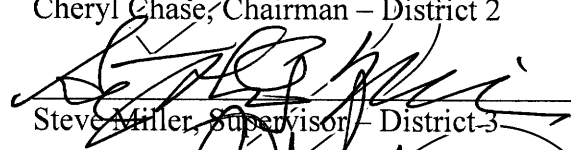
ARTICLE 5 – EFFECTIVE DATE

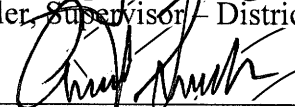
Sec. 500 This Ordinance shall become effective thirty days (30) from the date of adoption by the Board.

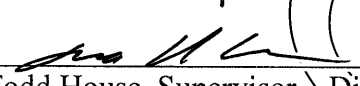
PASSED AND ADOPTED this 6th day of May, 2015,
by the Board of Supervisors of Pinal County, Arizona.


Pete Rios, Supervisor – District 1

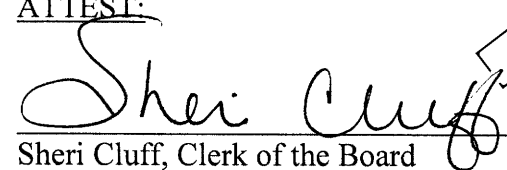

Cheryl Chase, Chairman – District 2


Steve Miller, Supervisor – District 3


Anthony Smith, Supervisor – District 4


Todd House, Supervisor – District 5

ATTEST:


Sheri Cluff, Clerk of the Board



PINAL COUNTY JUSTICE COURT PUBLIC SERVICE FEE SCHEDULE

WHEREAS, the Pinal County Board of Supervisors, pursuant to A.R.S. § 11-251.05, A.R.S. § 11-251.08, has authority to adopt fee schedules for specific products and services provided by Pinal County to the public; and

WHEREAS, Notice of Public Hearing was published at least fifteen days (15) prior to the public hearing and public hearing was held on May 6, 2015; and

WHEREAS, the Pinal County Justice Courts have provided a basis for the fees set forth below.

NOW, THEREFORE, the following fees are established and adopted for Justice Court public services and products provided to users of the Pinal County Justice Court to cover Justice Court expenses for products and services provided by the Pinal County Justice Court system.

Justices of the peace shall receive fees established and classified as follows in civil actions, including civil traffic:

Class	Description	Fee
A	Clerk fee	\$ 25.00
	Document and transcript transfer on appeal	\$ 25.00
	Certification of any documents	\$ 25.00
	Issuance of writs	\$ 25.00
	Filing any paper or performing any act for which a fee is not specifically prescribed	\$ 25.00
	Subpoena (civil)	\$ 25.00
	Research in locating a document	\$ 25.00
	Seal a court file	\$ 25.00
	Reopen a sealed court file	\$ 25.00
	Record duplication	\$ 25.00
	A Non-sufficient Funds Fee	\$ 25.00
B		

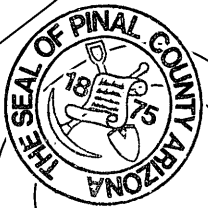
Justices of the peace shall receive fees established and classified as follows in criminal actions, including criminal traffic:

Class	Description	Fee
A	Clerk fee	\$ 25.00
	Documents and transcript transfer on appeal	\$ 25.00
	Certification of any documents	\$ 25.00
	Issue of writs	\$ 25.00
	Filing any paper or performing any act for which a fee is not specifically prescribed	\$ 25.00
	Subpoena (criminal)	\$ 25.00
	Research in locating a document	\$ 25.00
	Seal a court file	\$ 25.00

B

Reopen a sealed court file	\$ 25.00
Record duplication	\$ 25.00
Per page fee	
Copies of any documents per page	\$ 0.50
Non-sufficient Funds Fee	\$ 25.00

PASSED AND ADOPTED this 6th day of May, 2015,
by the Board of Supervisors of Pinal County, Arizona.



Cheryl Chase
Cheryl Chase, Chairman of the Board

ATTEST:

Sheri Cluff
Sheri Cluff, Clerk of the Board



PINAL COUNTY

WIDE OPEN OPPORTUNITY

AGENDA ITEM

6/11/2025

Board Hearing Room

REQUESTED BY:

Funds #:

Dept. #:

Dept. Name: Clerk of the Board

Director:

BRIEF DESCRIPTION OF AGENDA ITEM AND REQUESTED BOARD ACTION:

Discussion and possible action to approve a Proclamation honoring Officer Gabriel Facio, a fallen hero of the Apache Junction Police Department, who passed away on June 8, 2025, after being shot in the line of duty on June 2, 2025. (Jeff Serdy)

BRIEF DESCRIPTION OF THE FISCAL CONSIDERATIONS AND/OR EXPECTED FISCAL IMPACT OF THIS AGENDA ITEM:

BRIEF DESCRIPTION OF THE EXPECTED PERFORMANCE IMPACT OF THIS AGENDA ITEM:

MOTION:

ATTACHMENTS

[Click to download](#)

ATTACHMENTS:

Description



HONORING THE LIFE AND SERVICE OF OFFICER GABRIEL FACIO



**BY THE PINAL COUNTY BOARD OF SUPERVISORS
PROCLAMATION
HONORING THE LIFE AND SERVICE OF OFFICER GABRIEL FACIO**

WHEREAS, Officer Gabriel Facio, a dedicated and courageous public servant, served as a member of the Apache Junction Police Department for three years with honor, integrity, and an unwavering commitment to protecting the citizens of Apache Junction and Pinal County; and

WHEREAS, on June 2, 2025, Officer Facio was shot in the line of duty while selflessly responding to a call to protect others, and on June 8, 2025, he succumbed to his injuries, making the ultimate sacrifice in service to his community; and

WHEREAS, Officer Facio’s bravery and devotion to duty exemplify the highest ideals of law enforcement, and his presence will be deeply missed by his fellow officers, his community, and all who had the privilege of knowing him; and

WHEREAS, Officer Facio leaves behind a loving family—his wife, two children, and a grandchild—who now bear the immeasurable burden of this loss, along with the gratitude and admiration of an entire county; and

WHEREAS, the Pinal County Board of Supervisors stands in solidarity with the Apache Junction Police Department and the Facio family in mourning this profound loss and honoring Officer Facio’s life and legacy.

NOW, THEREFORE, BE IT PROCLAIMED that the Pinal County Board of Supervisors hereby honors the life, service, and sacrifice of Officer Gabriel Facio, and expresses its deepest condolences to his family, colleagues, and all those affected by his passing.

Let it be known that his courage, dedication, and sacrifice will never be forgotten, and his memory will live on in the hearts of those he served and protected.

IN WITNESS WHEREOF, we have hereunto set our hands and caused the Seal of Pinal County to be affixed this 11 day of June 2025.

Stephen Q. Miller, Chairman, District 3

Jeffrey McClure, Vice-Chairman, District 4

Rich Vitiello, District 1

ATTEST:

Mike Goodman, District 2

Natasha Kennedy, Clerk of the Board

Jeff Serdy, District 5



PINAL COUNTY

WIDE OPEN OPPORTUNITY

AGENDA ITEM

6/11/2025

Board Hearing Room

REQUESTED BY:

Funds #:

Dept. #:

Dept. Name: Clerk of the Board

Director: Natasha Kennedy

BRIEF DESCRIPTION OF AGENDA ITEM AND REQUESTED BOARD ACTION:

Meeting Notice of Posting

BRIEF DESCRIPTION OF THE FISCAL CONSIDERATIONS AND/OR EXPECTED FISCAL IMPACT OF THIS AGENDA ITEM:

BRIEF DESCRIPTION OF THE EXPECTED PERFORMANCE IMPACT OF THIS AGENDA ITEM:

MOTION:

ATTACHMENTS

[Click to download](#)

ATTACHMENTS:

Description	
	Notice of Posting
	Amended Notice of Posting



PINAL COUNTY
WIDE OPEN OPPORTUNITY

MEETING NOTICE OF POSTING

STATE OF ARIZONA

COUNTY OF PINAL

I, Natasha Kennedy, being duly sworn upon her oath, says as follows:

I am the appointed Clerk of the Pinal County Board of Supervisors.

In my position as Clerk of the Board of Supervisors and Board of Directors, I am responsible for posting all Agendas.

Pursuant to A.R.S. 38-431.02 notice is hereby given that the Pinal County Board of Supervisors will hold a Work Session meeting on **Wednesday, June 11, 2025 at 9:30 AM** in the Board Hearing Room, 1891 Historic Courthouse, Administrative Complex, located at 135 N. Pinal Street, Florence, Arizona 85132. The public will have physical access to the meeting room at 9:15 AM.

Board Meetings are broadcasted live and the public may access the meeting on the County Website at Pinal.gov under "Meeting Videos."

Board Agendas are available on the County Website at Pinal.gov under "Agendas & Minutes."

At any time during business hours, citizens may reach the Clerk of the Board Office at (520) 866-6068 or via email at ClerkoftheBoard@pinal.gov for information about Board meeting participation.

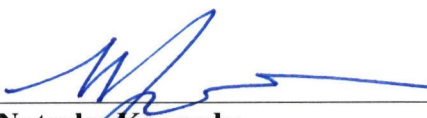
Note: One or more members of the Board may participate in this meeting by telephonic conference call.

I hereby further certify that I caused to be posted this Friday, Friday June 6, 2025, around 11:00 AM the Work Session Agenda as follows:

1. A kiosk located outside the front entrance to The Old Historical Courthouse, Administrative Complex Building, 135 North Pinal Street, Florence, Arizona 85132
2. County Website under Agendas & Meetings located at Pinal.gov
3. Emailed the NOVUS Agenda Distribution List and Clerk of the Board Notification Distribution List

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Official Pinal County, Arizona Seal this 6th day of June, 2025.




Natasha Kennedy
Clerk of the Board of Supervisors
Pinal County, Arizona

CLERK OF THE BOARD OF SUPERVISORS

1891 Historic Courthouse | 135 North Pinal Street | P.O. Box 827 | Florence, AZ 85132 | T: 520-866-6068
www.pinal.gov



AMENDED MEETING NOTICE OF POSTING

STATE OF ARIZONA

COUNTY OF PINAL

I, Natasha Kennedy, being duly sworn upon her oath, says as follows:

I am the appointed Clerk of the Pinal County Board of Supervisors.

In my position as Clerk of the Board of Supervisors and Board of Directors, I am responsible for posting all Agendas.

Pursuant to A.R.S. 38-431.02 notice is hereby given that the Pinal County Board of Supervisors will hold a **Special Session** meeting on **Wednesday, June 11, 2025 at 9:30 AM** in the Board Hearing Room, 1891 Historic Courthouse, Administrative Complex, located at 135 N. Pinal Street, Florence, Arizona 85132. The public will have physical access to the meeting room at 9:15 AM.

Please note this meeting was previously Posted Friday, June 6, 2025, around 11:00 AM as a Work Session.

Board Meetings are broadcasted live and the public may access the meeting on the County Website at Pinal.gov under "Meeting Videos."

Board Agendas are available on the County Website at Pinal.gov under "Agendas & Minutes."

At any time during business hours, citizens may reach the Clerk of the Board Office at (520) 866-6068 or via email at ClerkoftheBoard@pinal.gov for information about Board meeting participation.

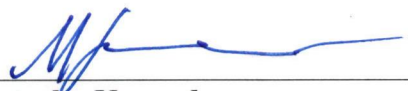
Note: One or more members of the Board may participate in this meeting by telephonic conference call.

I hereby further certify that on Tuesday, June 10, 2025, at 9:15 AM, I caused the posting of the **AMENDED agenda, changing the previously scheduled Work Session to a Special Session and Executive Session**, as follows:

1. A kiosk located outside the front entrance to The Old Historical Courthouse, Administrative Complex Building, 135 North Pinal Street, Florence, Arizona 85132
2. County Website under Agendas & Meetings located at Pinal.gov
3. Emailed the NOVUS Agenda Distribution List and Clerk of the Board Notification Distribution List

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Official Pinal County, Arizona Seal this 10th day of June, 2025.




Natasha Kennedy
Clerk of the Board of Supervisors
Pinal County, Arizona

CLERK OF THE BOARD OF SUPERVISORS

1891 Historic Courthouse | 135 North Pinal Street | P.O. Box 827 | Florence, AZ 85132 | T: 520-866-6068
www.pinal.gov



PINAL COUNTY

WIDE OPEN OPPORTUNITY

AGENDA ITEM

6/11/2025

Board Hearing Room

REQUESTED BY:

Funds #:

Dept. #:

Dept. Name: Clerk of the Board

Director:

BRIEF DESCRIPTION OF AGENDA ITEM AND REQUESTED BOARD ACTION:

[Click Here for the General Board Meeting Rules of Order](#)

BRIEF DESCRIPTION OF THE FISCAL CONSIDERATIONS AND/OR EXPECTED FISCAL IMPACT OF THIS AGENDA ITEM:

BRIEF DESCRIPTION OF THE EXPECTED PERFORMANCE IMPACT OF THIS AGENDA ITEM:

MOTION:

ATTACHMENTS

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