

Wednesday, March 15, 2017

Regular Meeting

The meeting was held in the Litchfield Park Branch Library and called to order at 7:00 PM by Mayor Tom Schoaf.

I. Call to Order

Attendee Name	Title	Status
Ann Donahue	Council Member	Absent
Tom Schoaf	Mayor	Present
Paul Faith	Vice Mayor	Present
Tim Blake	Council Member	Absent
Jeff Raible	Council Member	Present
Peter Mahoney	Council Member	Present
John Romack	Council Member	Absent

Staff present: Sonny Culbreth, Interim City Manager; Terri Roth, Interim City Clerk; Susan Goodwin, City Attorney; Ben Ronquillo, Finance Director; Woody Scoutten, City Engineer; Eric Gray, Administrative Assistant.

II. Pledge of Allegiance & Invocation

The Pledge of Allegiance and Invocation were led by Council Member Jeff Raible who then asked everyone to remain standing and observe a moment of silence for fallen Navajo Nation Officer Houston James Largo after who lost his life in the line of duty.

III. Mayor and Council Members Report on Current Events

Mayor Schoaf welcomed attendees to the meeting. He stated he was able to serve breakfast at Litchfield Elementary School in recognition of National Breakfast Week. He announced the recent opening of Little Caesar’s Pizza, a new business at Litchfield Marketplace. He also congratulated Susan Slagle, City Hall employee, on winning the Annual Chili Cook-Off and discussed the success of the “Friends of the Rec” Run. He mentioned attending Luke Air Force Base’s 56th Fighter Wing Annual Awards Banquet.

IV. City Manager's Report on Current Events

Mr. Culbreth presented the FY2018 Annual Budget meeting schedule. He stated there was one change to the schedule, moving the meeting from July 19 to July 20, 2017. Mr. Culbreth also stated in the past there were only three budget meetings, but he has scheduled additional meetings, which would only be utilized if required.

Mayor Schoaf requested April 26, 2017 date be rescheduled for April 25, 2017 due to a personal conflict.

V. Response to Call to the Community

The Interim City Manager's report addressed comments made by Liberty Utilities Representative, Joel Wade at the February 15, 2017 regular meeting.

Mr. Culbreth noted he provided questions in writing to Mr. Matthew Garlick at Liberty Utilities and had a meeting with him.

Mr. Rick Rhodes, Senior Operations Manager from Liberty Utilities was present to answer any additional questions.

Council Member Mahoney mentioned the local schools' water being tested for lead and asked if Mr. Rhodes was aware if lead pipes delivered water to Litchfield Elementary School. Mr. Rhodes stated he did not believe so, but the water is tested for lead and copper every three years. He stated it was last tested in 2016 and they were well under the levels for lead.

Council Member Mahoney asked why the industrial filters in his restaurant needed to be replaced every couple of weeks if Liberty Utilities filters the water. Mr. Rhodes stated the filters they use are more than likely much larger than the filters Council Member Mahoney is using and probably due to natural sediment. Mr. Rhodes offered to inspect the filters the next time they are replaced.

VI. Call to the Community

There were no requests to speak.

VII. Reports

A. Public Safety Services Monthly Reports

1. Goodyear Fire (GYFD) Monthly Report

Deputy Chief Wayne noted the majority of the responses were EMS responses to La Loma. He stated he conducted a meeting with La Loma's leadership and they stated they are going to better educate their staff in order to reduce call volume.

Vice Mayor Faith also noted how Phoenix Fire Department responded to one of the 911 calls. Deputy Chief Wayne explained how the new E911 system works and the closest truck receives the call. Phoenix FD happened to be returning from training and was the nearest engine to the call so they received and acted on it.

Mayor Schoaf thanked the Chief and his staff for their excellent service.

2. Maricopa County Sheriff's Office (MCSO)

Captain Brandimarte covered the report data, indicating there were no significant increases in criminal activities. He noted he would be unable to attend the April meeting due to a conflicting appointment, but one of his Lieutenants would be present on his behalf.

Vice Mayor Faith asked about a specific case in which he was notified of a dead body in the tunnel at Litchfield Road and Wigwam Blvd. Captain Brandimarte explained the call his deputies initially received was a report of a dead body, but upon further investigation, no foul play was involved. The individual slipped, fell and was unable to return to his feet and walk home. The individual was transported to a hospital and is stable.

Mayor Schoaf thanked the Captain and MCSO for their excellent service.

B. Staff Monthly Reports

1. Finance Department

Finance Director, Ben Ronquillo, presented an overview of the preliminary Fiscal Year ending projections, noting that current figures were approximately 15% below the approved budget. He noted sales tax revenue is tracking as expected. He did note that there were still some transactions that have not been finalized, but he did not expect any significant changes.

Council Member Mahoney asked if the Commerce Center appeared to be holding its own. Mr. Ronquillo noted it is similar to last Fiscal Year.

Mayor Schoaf noted the Recreation Department's budget appeared to be overspent and asked if he had an opportunity to do some future planning so we do not overspend. Mr. Ronquillo noted he started but the numbers were not complete. Mayor Schoaf requested next Fiscal Year's budget for the Recreation Center be a primary focus.

Council Member Mahoney asked if business auditing was still ongoing. Mr. Ronquillo stated yes, however most audits do not result in additional taxes.

Mayor Schoaf raised a concern the Special Events budget was significantly over what was expected. Mr. Ronquillo noted the deficit was due to the Centennial celebration and was an anomaly.

Mr. Culbreth stated it appears more was spent than actually was. He stated the majority of the spending was from sponsorships (approximately \$16,000) and not all the revenue was reported yet but the revenue would offset the cost.

Mayor Schoaf reiterated his concern and wants a closer look to ensure an accurate forecast for the next FY.

Council Member Mahoney asked if the final numbers were reported for the Native American Festival and Mr. Culbreth noted they were and it generated approximately \$2,000.00 in revenue above expenses. Mr. Culbreth stated it was well received this year.

6. City Engineer's Monthly Report

Vice Mayor Faith voiced a concern over the parking lot at Village Park and wanted to know why it was being paved with concrete instead of asphalt. Mr. Culbreth noted the cost was negligible when you take into consideration the concrete will last much longer.

9. Planning Services Monthly Report

Mayor Schoaf and Vice Mayor Faith voiced concerns regarding the possible businesses at Monument Point Business Park. They wanted to ensure the possible Auto Repair Shop and Fast Food restaurant would not become an eyesore for the residents.

Any questions regarding the remainder of the reports shall be directed to the Interim City Manager.

- 2. Code Enforcement Monthly Report
- 3. Community & Recreation Services
- 4. Crane Plume Monthly Report
- 5. Economic Development Report
- 7. Economic Development Monthly Report
- 8. Public Works and Building Department Monthly Report
- 9. Magistrate Court

C. Commission/Board Reports

- 1. Planning and Zoning Quarterly Report

VIII. Consent Agenda

MOVE TO APPROVE CONSENT AGENDA ITEMS A, B and C.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Peter Mahoney, Council Member
SECONDER:	Paul Faith, Vice Mayor
AYES:	Tom Schoaf, Paul Faith, Jeff Raible, Peter Mahoney
ABSENT:	Ann Donahue, Tim Blake, John Romack

- A. Lazy Palm Sports Grill Application for Agent Change**
- B. Kiwanis Sprint in the Park Triathlon**
- C. Minutes**

IX. Business

A. FY 2017 Milling & Paving

Mr. Woody Scoutten, City Engineer explained the reason for the increase in the amount of \$64,733.39 was due to a large layer of sand being discovered underneath the existing asphalt and the trucks and heavy equipment were sinking into the sand. The sand needed to be removed prior to laying new asphalt.

Vice Mayor Faith asked why sand created such a problem if they were able to pave over it 50 years ago. Mr. Scoutten explained the trucks and equipment weighed less back then and the sand must have been more stable. He stated if they do it this way, the asphalt will last longer and it would be more costly to compact the sand to stabilize it.

MOVE TO APPROVE THE FISCAL YEAR 2016 APPROPRIATIONS AS RECOMMENDED.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Peter Mahoney, Council Member
SECONDER:	Paul Faith, Vice Mayor
AYES:	Tom Schoaf, Paul Faith, Jeff Raible, Peter Mahoney
ABSENT:	Ann Donahue, Tim Blake, John Romack

B. FY 2017 Micro Seal Improvements

Mr. Scoutten recommended approval of the construction contract for FY 2017 Micro Seal improvements to the second lowest bidder, VSS International, Inc. in the amount of \$64,733.39 and to reject the lowest bidder as non-responsive due to the lowest bidder failing to submit the proper paperwork.

Mayor Schoaf asked if the previous Item A. (FY 2017 Milling & Paving Change Order) removed funding for this item and if it changed the scope of work. Mr. Scoutten stated it did not change the scope of work, but it would cause the projects to exceed the allotted budget by approximately \$31,000.00.

Vice Mayor Faith noted the improvements looked great however, on Village Parkway he noted his tires appear to have trouble with traction and stated he has slid a couple of times on the improvements when the road was wet. He asked Mr. Scoutten if he knew why it was slippery when wet at that location and not the others. Mr. Scoutten noted a different type of sealant was utilized on Village Parkway and it took two applications of HA5 preservative sealant, whereas the rest utilized a thicker asphalt sealant. They are researching different sealants.

Councilman Raible asked if we had utilized the second lowest bidder on previous contracts. Mr. Scoutten noted we had not.

MOVE TO AWARD CONSTRUCTION CONTRACT FOR FISCAL YEAR 2017 MICRO SEAL IMPROVEMENTS AS RECOMMENDED.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paul Faith, Vice Mayor
SECONDER:	Peter Mahoney, Council Member
AYES:	Tom Schoaf, Paul Faith, Jeff Raible, Peter Mahoney
ABSENT:	Ann Donahue, Tim Blake, John Romack

C. Multi Use Pathway

Mr. Scoutten provided a brief background on the Amendment No. 1 to the Intergovernmental Agreement (IGA) with Arizona Department of Transportation (ADOT) regarding construction of a Multi-Use Pathway on Litchfield Road from Bird Lane to Camelback Road. He explained the location changed from West of Old Litchfield Road to East of Litchfield Road and the addition of \$99,814.00 in Federal Grant funding.

Vice Mayor Faith asked if the proposed project from Fairway Lane to Wigwam Boulevard was a dead issue and if this encompassed an island in the middle of the road. Mr. Scoutten explained that was a different project. Mayor Schoaf interjected regarding Fairway to Wigwam and stated we were not certain of the use for the empty land and did not wish to spend money to place a walkway that may have to be moved in six months to a year.

Council Member Mahoney asked how wide the Multi-Use Pathway was expected to be. Mr. Scoutten noted the walkway would be eight feet wide and have a three foot separation between it and Litchfield Road.

MOVE TO APPROVE AMENDMENT NO. 1 TO THE IGA WITH ADOT REGARDING CONSTRUCTION OF MULTI-USE PATHWAY ON LITCHFIELD ROAD FROM BIRD LANE TO CAMELBACK.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeff Raible, Council Member
SECONDER:	Peter Mahoney, Council Member
AYES:	Tom Schoaf, Paul Faith, Jeff Raible, Peter Mahoney
ABSENT:	Ann Donahue, Tim Blake, John Romack

D. Legal Services Contract Addendum No. 9

Mr. Culbreth explained that this is a long overdue increase in the current fee structure for the legal services with Gust Rosenfeld, PLC. Mr. Culbreth explained the change would not take place until July 1, 2017, so it will have no effect on this year's budget.

MOVE TO APPROVE THE CONTRACT ADDENDUM NO. 9 TO THE CONTRACT FOR LEGAL SERVICES WITH GUST ROSENFELD, PLC.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Peter Mahoney, Council Member
SECONDER:	Paul Faith, Vice Mayor
AYES:	Tom Schoaf, Paul Faith, Jeff Raible, Peter Mahoney
ABSENT:	Ann Donahue, Tim Blake, John Romack

E. Scout Park Phase II Playground Equipment Purchase

Mr. Culbreth noted this purchase is to place one large playground area on the west side of Scout Park with equipment suitable for children 5-12 years of age at a cost in the amount of \$92,984.15.

Mayor Schoaf noted he would like the equipment to be as far west in the park as possible to prevent interference with other uses of Scout Park. He wanted to ensure we are not paying to put in equipment only to turn around and pay to move it a few months later; Mr. Culbreth agreed.

MOVE TO PURCHASE SCOUT PARK PHASE II PLAYGROUND EQUIPMENT AT \$92,984.15.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Peter Mahoney, Council Member
SECONDER:	Paul Faith, Vice Mayor
AYES:	Tom Schoaf, Paul Faith, Jeff Raible, Peter Mahoney
ABSENT:	Ann Donahue, Tim Blake, John Romack

X. Executive Session

- A. An Executive Session may be called during the public meeting on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of receiving legal advice.**

This item was not held.

- B. An Executive Session may be called pursuant to A.R.S. § 38-431.03(A)(7) for discussion or consultation with designated representatives of the City in order to consider its position and instruct its representatives regarding negotiations for the lease of real property located at the La Loma Homestead.**

This item was not held.

XI. Adjournment

Vice Mayor Faith **moved, seconded** by Council Member Raible to adjourn the regular meeting; **unanimous approval**. The regular meeting adjourned at 8:55 pm.

APPROVED:

CITY OF LITCHFIELD PARK

Thomas L. Schoaf, Mayor
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CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the special meeting of the City Council of the City of Litchfield Park held on **Wednesday, March 15, 2017**. I further certify that the meeting was duly called and held and that a quorum was present.

Terri Roth, Interim City Clerk