

Wednesday, June 21, 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	Present
Tom Schoaf	Mayor	Present
Paul Faith	Vice Mayor	Present
Tim Blake	Council Member	Present
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; Ben Ronquillo, Finance Director; Jim Rumpeltes, Director of Economic Development; Carolyn Sellmeyer, Director of Human Resources; Stacey Frederico, Administrative Assistant; Woody Scoutten, City Engineer; Trish Stuhan, City Attorney.

II. Pledge of Allegiance & Invocation

Mayor Schoaf led the Pledge of Allegiance and provided the Invocation.

III. Mayor and Council Members Report on Current Events

Council Member Donahue attended the Swaggie Awards ceremony and enjoyed it.

Council Member Blake attended the Swaggie Awards as well, and is thrilled to see the Chamber of Commerce participate in more philanthropic work assisting charities.

Council Member Raible congratulated Vice Mayor Faith for his nomination of the Icon Award.

IV. City Manager's Report on Current Events

Mr. Culbreth introduced our newest employee, Stacey Frederico. She will be the Administrative Assistant for both Public Works and Building Safety.

The Mayor and Council welcomed her to the City.

V. Response to Call to the Community

There were no Requests to Speak at the May 17, 2017 regular meeting.

VI. Call to the Community

There were no requests to speak.

VII. Presentations**A. Litchfield Park Posse 2017 Award**

Mayor Schoaf presented Posse Commander David LaFond with a plaque, thanking him for his recent fundraising efforts during the 2017 Road to Hope Bicycle Ride.

Mr. LaFond provided Council with a brief background of the event and thanked them for the recognition.

B. Drowning Impact Awareness Month August 2017

Mayor Schoaf read the proclamation and declared August 2017 as Drowning Impact Awareness Month.

VIII. Reports**A. Public Safety Services Monthly Reports****1. Goodyear Fire (GYFD) Monthly Report**

Deputy Chief Wayne presented the report, stating the light at Camelback and Litchfield Road has been fixed to change with the siren.

Council Member Mahoney asked if Rural/Metro has this same capability on their trucks. Deputy Chief Wayne stated research will be needed to provide a response.

Vice Mayor Faith asked if the issue at La Loma has been resolved. Deputy Chief Wayne stated it is getting better, and continues to work with them to resolve.

Mayor Schoaf thanked him for his service.

2. Maricopa County Sheriff's Office (MCSO)

Captain Palmer reviewed his report with nothing more to add.

Council Member Donahue gave kudos to the Captain and the entire crew. They do a fantastic job.

Council Member Raible asked if they receive cooperation from other departments to track burglaries; the response was affirmative, if necessary.

Council Member Mahoney stated he will provide the Captain with video footage of a burglary that happened in November.

Mayor Schoaf asked for increased patrol and enforcement of speeders on Bird Lane and thanked Captain Palmer for his service.

B. Staff Monthly Reports

1. Finance Department

Mr. Ronquillo stated all trending is on schedule, with nothing new to report.

Mayor Schoaf stated the remainder of the reports are for information only. If there are any questions about them, please contact Mr. Culbreth for a response.

- 2. Code Enforcement Monthly Report**
- 3. Community & Recreation Services Monthly Report**
- 4. Crane Plume Monthly Report**
- 5. Economic Development Monthly Report**
- 6. City Engineer's Monthly Report**
- 7. Public Works Monthly Report**
- 8. Planning Services Monthly Report**
- 9. Magistrate Court Monthly Report**

C. Commission/Board Reports

- 1. Planning and Zoning Quarterly Report**
- 2. Design Review Board Monthly Report**

IX. Consent Agenda

MOVE TO APPROVE ITEMS ON THE CONSENT AGENDA.

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

- A. Approval of the Minutes (May 17, 2017 regular; May 24 and June 7, 2017 special meetings.)
- B. Use Agreement with Odyssey Preparatory Academy High School
- C. Agreement for Cleaning Services at the City Recreation Center
- D. Approval of the Posse Vehicles Lease

X. Business

A. City of Litchfield Park Search for a New City Manager

Council Member Blake asked how the selection of the Subcommittee was made. In response, Mayor Schoaf stated he came up with the list, but it is not set in stone. If Council Members would like to add to it, they are welcome to do so. Mayor Schoaf would like to maintain the schedule Staff has created and have this ready for approval to distribute by July 7.

MOVE TO APPROVE THE PROCESS AND PROCEDURE PRESENTED AND INCLUDE ONE (1) SEATED COMMISSIONER AND ONE (1) FORMER COUNCIL MEMBER TO THE COMMITTEE.

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

D. Intergovernmental Agreement with Maricopa County Department of Transportation and the City of Glendale Regarding the Improvements and Maintenance of the Camelback Channel and Certain Improvements on the North Side of Camelback Road.

This item was taken out of order to accommodate Mr. Scoutten's appointment previously scheduled.

Mr. Scoutten provided the Council with the background information on this item. After providing a brief presentation, Mayor Schoaf invited comments from the public.

Mr. Carter Nelson, 4705 N. Brookview Terrace, stated he was concerned that the City was relieving the City of Glendale of their portion of this channel to maintain. Mr. Scoutten confirmed that is not the case; the City of Glendale will provide maintenance to other portions of this channel located within their boundaries.

MOVE TO APPROVE THE INTERGOVERNMENTAL AGREEMENT (IGA) WITH MARICOPA COUNTY DEPARTMENT OF TRANSPORTATION (COUNTY) AND THE CITY OF GLENDALE REGARDING THE IMPROVEMENTS AND MAINTENANCE OF THE CAMELBACK CHANNEL AND CERTAIN IMPROVEMENTS ON THE NORTH SIDE OF CAMELBACK ROAD.

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

B. Purchase of Dell Network Servers through a Cooperative Purchase Contract

Mr. Ronquillo explained this item is necessary in order to keep the functions going at City Hall and the Recreation Center. He stated the conditions at City Hall are not conducive to operate the equipment properly and space is running out to keep up with the demands of equipment and Staff.

There is server equipment located in the storage closet, which must be kept at a minimum of 73 degrees. Due to the design of the air conditioning unit on City Hall, the restrooms are at this same temperature even during winter time. Space heaters are being used in offices, which increases our electricity. These servers will be stored at an off-site data center, where power is guaranteed and temperature controlled.

MOVE TO APPROVE THE PURCHASE OF TWO (2) NEW NETWORK SERVERS THROUGH A COOPERATIVE PURCHASE CONTRACT OFFERED THROUGH THE ARIZONA DEPARTMENT OF ADMINISTRATION (CONTRACT NO. ADSP016-098163) IN THE AMOUNT OF \$20,013.64 USING FUNDS FROM THE FY 2018 CIP BUDGET.

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

C. St. Thomas Aquinas Amendment to Existing Lease

Mr. Culbreth provided some background stating that on June 7, 2017 a letter was received from the Church stating they will not be moving forward with this extension to the lease due to other priorities and lack of funding. Vice Mayor Faith expressed regret this project will not be moving forward at this time.

Council Member Donahue was asked if the church was registered on the Historical District; the response was no.

MOVE TO ALLOW THE CURRENT LEASE TO LAPSE WITHOUT RENEWING AT THIS TIME.

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

E. Permit Fee Resolution for Encroachment Permits for Sidewalks Ordinance

Mr. Rumpeltes stated this item has been published according to Arizona Revised Statutes and no changes were made since it was first presented.

MOVE TO APPROVE PERMIT FEES RESOLUTION ASSOCIATED WITH ORDINANCE NO. 17-218 AMENDING CHAPTER 7 BUILDING, BY ADDING NEW ARTICLE 7-17 ENCROACHMENT PERMITS FOR SIDEWALKS

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

F. Street Light Improvement Districts Ad Valorem Tax FY 2018

Mr. Ronquillo stated no changes were made to set the Ad Valorem Tax Levy for SLID's 1, 2, and 3.

MOVE TO APPROVE THE RESOLUTION SETTING THE AD VALOREM TAX LEVY FOR FISCAL YEAR 2018 FOR SLID 1, SLID 2, AND SLID 3.

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

G. Lease of Mobile Office

Mr. Culbreth stated he will present this item on Mr. Goodman's behalf. Due to the overcrowding at City Hall with Staff, this item is necessary to move the Public Works and Building Safety to the modular unit, so that Human Resources can move into their existing office. Human Resources needs to have an office with a door for privacy reasons. City Hall will undergo a slight remodel to accommodate Human Resources and the copy room.

MOVE TO APPROVE A FIVE YEAR LEASE TO ACCOMMODATE THE PUBLIC WORKS AND BUILDING SAFETY DEPARTMENTS.

RESULT:	APPROVED [4 TO 2]
MOVER:	Ann Donahue, Council Member
SECONDER:	Peter Mahoney, Council Member
AYES:	Ann Donahue, Tom Schoaf, Tim Blake, Peter Mahoney
NAYS:	Paul Faith, Jeff Raible
ABSENT:	John Romack

XI. Executive Session

Council Member Blake **moved, seconded** by Council Member Mahoney to adjourn the regular meeting and convene the Executive Session; **unanimous passage**. Executive Session convened at 8:51 PM.

- 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 held.

- B. An Executive Session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with the City Attorney in order to consider its position and instruct the City Attorney regarding the City's position regarding the status of negotiations for the planning of City Center.**

This item was held.

- C. 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 held.

XII. Adjournment

The regular meeting adjourned at 10:05 PM.

APPROVED:

CITY OF LITCHFIELD PARK

Thomas L. Schoaf, Chair

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CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the City Council of the City of Litchfield Park held on **Wednesday, June 21, 2017**.

I further certify that the meeting was duly called and held and that a quorum was present.

Terri Roth, Interim City Clerk