

Wednesday, September 18, 2019

IMMEDIATELY FOLLOWING THE SPECIAL MEETING

I. Call to Order

II. Pledge of Allegiance & Invocation

COUNCIL MEMBER DONAHUE

The invocation may be offered by a person or Council Member of any religion, faith, belief or non-belief. A list of volunteers is maintained by the City Clerk and interested persons should contact the Clerk for further information. Any invocation that may be offered before the start of the regular Council business shall be the voluntary offering for the benefit of the Council and the citizens present. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker.

III. Mayor and Council Members Report on Current Events

A. P.W. Litchfield Heritage Center

INFORMATION

Presenter: Judy Cook and Nancy Schafer, Litchfield Park Historical Society

Mses. Judy Cook and Nancy Schafer will provide an update to the Council regarding progress of the design for the P.W. Litchfield Heritage Center and the Capital Campaign for the project.

IV. City Manager's Report on Current Events

INFORMATION

This report includes the following items:

- Jackie Robinson Little League Field
- Litchfield Park Posse
- Planning & Zoning and Building Safety
- Community and Recreation Department
- Finance
- Public Works
- HR Actions
- MCSO

V. Response to Call to the Community

Mayor Schoaf may provide a response to Mr. Ken Rittenhouse regarding his comments made at the June 19, 2019 meeting suggesting that the City require residents to have standard issue trash cans and for Council to consider an Ordinance requiring sports equipment not affixed to homes be put away when not in use.

VI. Call to the Community

This is the time for citizens who would like to address the City Council on any non-agenda item. Action taken as a result of public comment will be limited to asking Staff to review the matter, asking that the matter be put on a future agenda, or responding to criticism.

VII. Presentations**A. Yard of the Quarter****INFORMATION**

Presenter: **Thomas L. Schoaf, Mayor**

Mayor Schoaf will present April Jorgic, 351 S. Moreno Circle, a certificate on behalf of the Recreation and Public Grounds Commission, for being selected as the second quarter winner of 2019.

B. Employee of the Quarter**INFORMATION**

Presenter: **Thomas L. Schoaf, Mayor**

Mayor Schoaf will present the Public Works Department with a certificate for being selected Employee of the Quarter for the 2nd quarter of 2019.

C. Domestic Violence Awareness Proclamation**INFORMATION**

Presenter: **Thomas L. Schoaf, Mayor**

Mayor Schoaf will read a proclamation declaring October as Domestic Violence Awareness month.

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

Deputy Chief Tim Wayne will present the report, which includes the following items:

- EMS Calls/False Calls
- Other/Unknown/False Alarm
- Hazardous Conditions
- Other Incident Types
- Good Intent Calls
- Construction Inspections
- Construction Permits
- Plan Review

2. Maricopa County Sheriff's Office (MCSO)**INFORMATION**

Capt. Rich Johnson will present this report, which includes the following items:

- Assault
- Juvenile Disturbing
- Theft/Vehicle Theft
- Stolen Vehicle Recovery
- Drugs
- Harassment/Civil Matter
- Welfare Check
- Traffic Violations
- Traffic Citations
- Threat/Phone Calls
- Burglary
- Shoplifting
- Criminal Damage
- Suspicious Activity
- Deceased Person
- Fight/Mutual Combat
- Traffic Stops

B. Staff Monthly Reports**1. Finance Department****INFORMATION**

Mr. Johnson will provide an update on the City's budget and expenditures for FY2019. Follow-up items from the previous Council meeting may also be discussed.

2. Assistant City Manager**INFORMATION**

This report includes the following items:

- Population Technical Advisory Committee (POPTAC)
- 2020 Census
- NLC Water Line Service Program
- Interim Assistant City Manager

3. Code Enforcement**INFORMATION**

This report includes the following items:

- Code Enforcement Statistics
- Code Enforcement News

4. Community and Recreation Services**INFORMATION**

This report includes the following items:

- Channel 11
- Youth Sports
- Aquatics
- Preschool
- Tennis
- Special Events
- Marketing
- *CityLine*
- Websites

5. Crane Plume**INFORMATION**

This report includes the following items:

- Source Area Investigation & Remediation
- Recent Monitor Well Results
- Conduit Well Update
- Groundwater Investigations
- Plume Containment
- Well & Lake Sampling

6. Building Safety**INFORMATION**

This report includes the following items:

- Statistics - Permits, Reviews & Inspections
- Projects Around the City
- Single Family Housing Starts
- Commercial Activity

7. Public Works**INFORMATION**

This report includes the following items:

- Maintenance
- Areas of Interest
- Public Works Permits

8. Magistrate Court**INFORMATION**

This report includes the following items:

- Cases filed
- Violations filed
- Disposition per violation
- Cases appealed
- Juvenile activity
- Education and Training
- Other Court activity
- Total revenue

C. Boards/Commission Reports**1. Design Review Board****INFORMATION**

This report includes the following items:

Design Review Board

- 4808 N. Greentree Dr.
- 604 E. Fairway Dr.
- 419 E. Palm
- 5191 N. Ginning
- 231 S. Old Litchfield Rd.
- 14542 Mountainview Dr.
- 14824 W. Luna Court
- 540 E. Bird Lane
- 14581 W. Hidden Terrace Loop

Board of Adjustment

- 205 Alegre Dr.
- 230 E. Bird Lane

IX. Consent Agenda

At any regular or special meeting of City Council, the agenda may include a listing of matters for the Council to act on as a "consent agenda." The Council may vote upon all matters contained within the consent agenda by a unanimous single vote of all those present at the meeting entitled to vote. Any matter may be removed from the consent agenda and considered as a singular item upon the request of any member of the Council.

A. Approval of Minutes**INFORMATION/ACTION**

Presenter: Terri Roth, City Clerk

Discussion and possible action to approve the June 5, 2019 and June 19, 2019 special meetings and the June 19, 2019 regular meeting minutes.

B. 2019 Millennium High School Parade**INFORMATION/ACTION**

Presenter: Tricia Kramer, Special Events Coordinator

Discussion and possible action to approve street closures for the purpose of accommodating the Millennium High School homecoming parade.

C. Litchfield Park Festival of the Arts Street Closure and Liquor License**INFORMATION/ACTION**

Presenter: Tricia Kramer, Special Events Coordinator

Discussion and possible action to approve street closures in order to facilitate the Litchfield Park Festival of Arts and to allow the Community and Recreation Services Department to apply for a Series

15 Special Event liquor license.

D. Approval of Payment to ADOR for Administration and Collections Services **INFORMATION/ACTION**

Presenter: Lars Johnson, Director of Finance

Discussion and possible action regarding the payment of State mandated assessment fees for recovery of costs incurred in providing administrative and tax collection services to the City of Litchfield Park.

E. Perennial Rye Grass Purchase **INFORMATION/ACTION**

Presenter: Brian Goodman, Director of Public Works

Discussion and possible action to approve the purchase of up to 8.5 tons of Perennial Rye Grass seed from Ewing Irrigation through the Mohave Purchasing Cooperative, in an amount not exceed \$19,883.26.

X. Business

A. Tennis Instructor Contract **INFORMATION/ACTION**

Presenter: Sonny Culbreth, Management Assistant

Discussion and possible action to approve a contract with Amanda Schell to provide tennis lessons at the Litchfield Park Recreation Center.

B. Ordinance 19-231 Hacienda Del Rey Planned Development Zoning Amendment **INFORMATION/ACTION**

Presenter: Jason Sanks, Planning Consultant

Discussion and possible action to adopt an ordinance amending the Hacienda del Rey Planned Development, located at 12917 W. Las Cruces Boulevard, North of the Northeast corner of Indian School and Dysart Roads related to permitted uses and increasing the number of residents per building.

C. Council Rules and Procedures Related to Quorums **INFORMATION/ACTION**

Presenter: Susan Goodwin, City Attorney

Discussion and possible direction to Staff to add an amendment to Council Rules and Procedures, Section 1.4 Quorum, if approved by Council, by adding new paragraph (b) related to procedures for ensuring a quorum.

D. Financial Reporting Funds **INFORMATION/ACTION**

Presenter: Lars Johnson, Director of Finance

Discussion and possible action to approve combining the Recreation Center, Special Events and Community Service Funds with the General Fund for reporting in the City's Comprehensive Annual Financial Report.

- E. Microsoft Licensing Agreements** **INFORMATION/ACTION**
Presenter: Lars Johnson, Director of Finance

Discussion and possible action regarding entering into a Microsoft software licensing agreement through CDW-G.

- F. Contract with Albert Holler and Associates for Tax Audit Services** **INFORMATION/ACTION**
Presenter: Lars Johnson, Director of Finance

Discussion and possible action regarding a new contract with our existing tax audit service provider.

- G. Introduction of Ordinance No. 19-232 Adopting the 2018 International Codes and City Amendments to the 2018 International Codes** **INFORMATION/ACTION**
Presenter: Mary Dickson, Building Official

Discussion and possible action to introduce Ordinance No. 19-232 adopting the 2018 International Codes and City Amendments to the 2018 International Codes, effective January 1, 2020.

XI. 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.
- B. An Executive Session pursuant to A.R.S. § 38-431.03(A)(1) to review the yearly performance evaluation of the City Manager and discuss salary, compensation plan, and assignments of the City Manager.
- C. An Executive Session pursuant to A.R.S. § 38-431.03(A)(3) for discussion or consultation for legal advice with the City Attorney regarding (i) possible amendment to the Personnel Manual regarding hiring practices, (ii) Council-Manager form of government, and (iii) conflict of interest laws.

XII. Adjournment

Thomas L. Schoaf, Mayor

Affidavit of Posting

I, Terri Roth, CMC, City Clerk, do hereby certify that I caused to be posted a true and correct copy of this agenda for the City Council meeting of **Wednesday, September 18, 2019**, in the following place in the City of Litchfield Park:

1. City Hall outside bulletin board

Terri Roth, CMC, City Clerk

Persons with special accessibility needs should contact City Hall, (623) 935-5033, at least 48 hours prior to the meeting.