



City of Avondale

City Council Meeting

 [**Link to Summary of Council Actions**](#)

 [**Link to Meeting Minutes**](#)



City of Avondale

City Council Online Meeting

Monday, April 6, 2020

Summary of Council Actions

Mayor and Council

Kenn Weise, Mayor

Pat Dennis, Vice Mayor

Tina Conde, Council Member | Bryan Kilgore, Council Member

Veronica Malone, Council Member | Curtis Nielson, Council Member

Mike Pineda, Council Member

Administration

Charles A. Montoya, City Manager

Gina Montes, Assistant City Manager

Michael Wawro, City Attorney

Marcella Carrillo, City Clerk

Online Meeting

Join the meeting and view presentations: <https://avondaleaz.zoom.us/j/3083557784>

Using a Mobile Device? Download the Zoom Cloud Meeting App

Join the meeting with audio only: Call 301-715-8592 (meeting ID: 308 355 7784)



Summary of Council Actions

City Council Online Meeting Notice & Agenda Monday, April 6, 2020

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WORK SESSION

6:30 PM

CALL TO ORDER BY MAYOR

1. **ROLL CALL BY THE CITY CLERK**

2. **CONTRIBUTIONS ASSISTANCE PROGRAM FISCAL YEAR 2020-2021 UPDATE AND PROGRAM RECOMMENDATIONS**

Staff **presented** the eligibility requirements, funding priorities, evaluation criteria and request feedback from City Council for the Fiscal Year 2020-2021 Contributions Assistance Program.

3. **COVID-19 UPDATE**

Staff **provided** City Council will an update on COVID-19.

4. **ADJOURNMENT**

Unscheduled public appearances will **not** be permitted at this meeting as City Council will be participating either online or through a telephone conference call. Members of the public may listen to the discussions by joining the meeting online at <https://avondaleaz.zoom.us/j/3083557784>. Anyone wishing to address the Council regarding the public hearing item listed on the agenda should email their comments to CityClerk@AvondaleAZ.gov prior to consideration of that agenda item.

REGULAR MEETING

7:00 PM

CALL TO ORDER BY MAYOR

1. ROLL CALL BY THE CITY CLERK

2. CONSENT AGENDA

Items on the consent agenda are of a routine nature or have been previously studied by the City Council at a work session. They are intended to be acted upon in one motion. Council members may pull items from consent if they would like them considered separately.

a. MINUTES

City Council **approved** the February 3, 2020 City Council Meeting Minutes. The Council will take the appropriate action.

b. RESOLUTION 1022-0420- AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT WITH MARICOPA COUNTY HUMAN SERVICES DEPARTMENT FOR SHELTER AND HOMELESS SUPPORT SERVICES

City Council **adopted** Resolution 1022-0420 approving an amendment to an Intergovernmental Agreement with the Maricopa County Human Services Board for the provision of emergency shelter services, outreach, and case management for people experiencing homelessness in Avondale, and authorized the Mayor, City Manager and City Clerk to execute the necessary documents. The Council will take the appropriate action.

c. RESOLUTION 1020-0420 - GRANTOR AGREEMENT WITH THE ARIZONA DEPARTMENT OF ECONOMIC SECURITY FOR VENDING SERVICES

City Council **adopted** Resolution 1020-0420, approving the Grantor Agreement with Arizona Department of Economic Security to acquire vending services from the Business Enterprise Program, and authorized the Mayor, or City Manager and City Clerk, to execute the necessary documents. The Council will take appropriate action.

d. ORDINANCE 2012-0420 - ABANDONMENT OF AN EASEMENT FOR HIGHWAY PURPOSES

City Council **adopted** ordinance 2012-0420 authorizing the abandonment of an easement for highway purposes generally located north of Van Buren Street and west of the 119th Avenue alignment, and authorized the Mayor, City Clerk and City Attorney to execute the necessary documents.

3. REGULAR AGENDA

a. RESOLUTION 1021-0420 - EMERGENCY OPERATIONS PLAN (EOP)

City Council **adopted** Resolution 1021-0420 approving the new Emergency Operations Plan (EOP) for the City of Avondale and authorized the Emergency Management Team to make changes when necessary and appropriate. The Council will take appropriate action.

4. DISCUSSION ITEMS

Council will discuss items listed below and possibly give direction to city staff to research and prepare items for a future meeting.

Comments for Public Hearings: Anyone wishing to address the Council regarding the following public hearing items shall email their comments to CityClerk@AvondaleAZ.gov prior to consideration of that agenda item.

a. PUBLIC HEARING - 2020-2024 CONSOLIDATED PLAN, 2020-2021 ANNUAL ACTION PLAN, AND 2020 ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE

City Council **held** a public hearing regarding the Drafts of the Consolidated Plan, Annual Action Plan and Analysis of Impediments to Fair Housing Choice. This item is for discussion only and no action will be taken at this time.

b. PRESENTATION AND DISCUSSION OF THE CITY MANAGER'S PROPOSED BUDGET

City Council **received** a general overview of the City Manager's recommended budget for fiscal year 2021.

5. ADJOURNMENT

Council Members of the City of Avondale will attend either in person or by telephone conference call. Individuals with special accessibility needs, including sight or hearing impaired, large print, or interpreter, should contact the City Clerk at 623-333-1200 or TDD 623-333-0010 at least two business days prior to the Council Meeting.

Los miembros del Concejo de la Ciudad de Avondale participaran ya sea en persona o por medio de llamada telefonica. Personas con necesidades especiales de accesibilidad, incluyendo personas con impedimentos de vista u oido, o con necesidad de impresion grande o interprete, deben comunicarse con la Secretaria de la Ciudad at 623-333-1200 o TDD 623-333-0010 cuando menos dos dias habiles antes de la junta del Concejo.

MINUTES OF THE AVONDALE CITY COUNCIL
CITY OF AVONDALE, ARIZONA
ONLINE MEETING
April 6, 2020

The April 6, 2020 City Council meetings were hosted online using the Zoom Cloud Meeting platform. All participants attended by phone or video.

A **Work Session** of the City Council of the City of Avondale, Arizona was convened online using the Zoom Cloud Meeting platform in open and public session at 6:33 p.m.

Members Present: Mayor Kenn Weise; Vice Mayor Pat Dennis; Council Members Tina Conde, Bryan Kilgore, Veronica Malone, Curtis Nielson, and Mike Pineda.

Note: All Council Members attended the meeting through phone or video conference with the exception of Mayor Weise.

Members Absent: None.

Other Municipal Officials Present: Charles Montoya, City Manager; Gina Montes, Assistant City Manager; Tracy Stevens, Deputy City Manager; Michael Wawro, City Attorney; Marcella Carrillo, City Clerk; Cindy Blackmore, Public Works Director; Jessica Blazina, Intergovernmental Affairs Administrator; Jeff Case, Fire Chief; Ken Chapa, Economic Development Services Director; Lindsey Duncan, Finance and Budget Director; Bryan Hughes, Acting Parks and Recreation Director; Craig Jennings, Judge; Chris Lopez, Neighborhood and Family Services Director; Dale Nannenga, Police Chief; Cherlene Penilla, Human Resources Director; Jeffrey Scheetz, Chief Information Officer; and Pier Simeri, Community Relations and Public Affairs Director.

Audience: Two members of the public were present.

1. ROLL CALL BY THE CITY CLERK

2. CONTRIBUTIONS ASSISTANCE PROGRAM FISCAL YEAR 2020-2021 UPDATE AND PROGRAM RECOMMENDATIONS

Edith Baltierrez, Assistant Director of Neighborhood and Family Services, presented the eligibility requirements, funding priorities, evaluation criteria and requested feedback from City Council for the fiscal year 2020-2021 Contributions Assistance Program.

Ms. Baltierrez stated that the program allocates funding to eligible non-profit organizations with 501(c)(3) status that provide health and human services to Avondale residents. Level funding for fiscal year 2021 of \$110,000 is included in the proposed Non-Departmental Budget. In fiscal year 2020, coverage of administrative costs was added, and 24 agencies were funded, providing a wide range of services.

Criteria includes:

1. Provision of direct services which improve the health and welfare of Avondale residents.
2. Current, timely and accurate reports from current recipients.
3. Ability to generate revenue from other sources.
4. Priority will be given to special projects. However, requests for operating support toward direct and measurable services will be considered.
5. Priority will be given to services and initiatives that support and address City Council goals.
6. Services provided at the Care1st Avondale Resource Center will be given priority.
7. Organizations that received funding in the previous year will participate in a mid-year review and demonstrate satisfactory progress toward stated goals and objectives.
8. All awards should be at or above the minimum amount requested by the organization. The minimum amount is established to provide adequate funding to effectively complete the project as proposed.
9. New Criteria: Services and initiatives responding to the needs of vulnerable populations affected by the COVID-19 pandemic will be given priority. Specific examples include projects that provide for basic human needs (food, shelter, rent and utility assistance)

Ms. Baltierrez reviewed the tentative process and timeline:

- April 9, 2020: Applications will be made available on the website
- May 7, 2020: Deadline for application submittals
- May 11, 2020: Applications provided to Council Subcommittee
- June 2020: Council Subcommittee meeting to review application
- June 15, 2020: Request approval for funding recommendations
- July 27, 2020: Award presentations

The Council Subcommittee consists of Council Members Conde, Malone and Nielson who were appointed in February 2019 for a two-year term. Ms. Baltierrez referenced the list of agencies that were funded in fiscal year 2020.

Mayor Weise noted that for Criteria Number 8, it may not always be possible to meet the minimum amount requested by the organization, especially if the new amount is unrealistic. Organizations are accustomed to proposing a higher number in expectation that they will ultimately receive a lower amount. Criteria Number 9 is also concerning, as it is difficult to quantify. For example, the Boys & Girls Club currently has a heavy load with the number of children out of school. Mr. Lopez stated that as organizations submit their applications, they usually list the full amount requested. They are also asked for a minimum balance that would allow them to implement the program as stated. When organizations are awarded funding less than the minimum amount, they are unable to meet their goals and objectives. Mayor Weise asked how many organizations last year were awarded an amount below the minimum request. Mr. Lopez stated that most organizations were funded at the minimum level, with one or two exceptions. Mr. Lopez spoke to Criteria Number 9 related to populations affected by COVID-19, stating the criteria can be expanded to include organizations providing childcare if they can show they are providing a basic human need. The criteria has been added to provide support

to agencies that are providing basic human needs that impact the livelihood of the residents.

Council Member Conde commented that last year, the Council Subcommittee was mindful to award organizations no less than the minimum amount requested. This year, services that provide food, shelter and childcare should be priorities. Council Member Conde requested the mid-year review information be shared with the Council Subcommittee. Mr. Montoya stated he received a similar request by Council Member Nielson for a summary of accomplishments and he stated, City Council will be provided a summary of accomplishments within the next month or two.

Council Member Malone noted that the City and State have declared a state of emergency and asked whether they would be receiving funding that would obviate the need for adding the new criteria, while still assisting families. Mr. Lopez said there is potential for the receipt of additional federal dollars; however, they will need to comply with federal regulations in terms of use of funding, which are often very restrictive. Mr. Montoya explained they will be very cautious when using any funds from the \$2 trillion package by Congress to make sure that any allocation coming through the federal government are not cut later on.

Council Member Nielson stated 33 groups applied last year and most were provided the minimum amount. One of the criteria was whether the agency had additional help from other sources. He thanked Mr. Montoya for putting together a list of accomplishments from the organizations that were previously funded.

Council Member Kilgore agreed with the advice and input made by the previous Council Members, who are also members of the Council Subcommittee. He stated he understands that the Neighborhood and Family Services Department sees this information on a regular basis and has trust in staff with respect to the new criteria. He commented that the City will do as it has done previously, with staff making modifications and adjustments as they see necessary.

Council Member Pineda referred to Number 6 relating to priority to services provided at the Care1st Avondale Resource Center and asked whether Mr. Lopez foresees any issues with the diversity of programming, noting that the resource center will be given funding priority. Mr. Lopez said it is an important criteria for a number of reasons and it ensures that the partners housed at the resource center have the resources needed to provide services. Council Member Pineda acknowledged the importance of nurturing the relationship with the organizations but noted the mentioned criteria could be intimidating for smaller organizations. He requested staff communicate this information clearly to applicants, noting that the criteria is there to nurture the relationship to those organizations who have committed to providing services to the City of Avondale.

In response to a question from Vice Mayor Dennis, Mr. Lopez stated that 17 providers are physically present in the Care1st Avondale Resource Center with outside relationships with 64 other partners. Vice Mayor Dennis asked about the process for determining needs. Mr. Lopez stated that historically, this has been a guiding criteria but

not always adhered to. For example, he mentioned there have been organizations that do not provide services directly out of the resource center, but who do partner with the City. One possibility is to revise and broaden the criteria to state that the agencies have collaborative relationship with the City at the Care1st Avondale Resource Center. He noted that this specific criteria helps encourage organizations to join into relationships with the City. Vice Mayor Dennis said she is concerned that the funding has been an additional resource to what the City already provides. By giving the resource center additional priority over the funds, this reduces what the whole program was designed for, which is looking at other organizations in need that might not be out of the resource center. She does not wish to see the funds dwindling, in order to create a subset for the resource center. To provide clarity with the discussion, Council Member Nielson stated that the criteria requires direct services to Avondale residents. Therefore, some of the organizations within the Care1st Avondale Resource Center provide services outside of the City and would not qualify for this funding. Vice Mayor Dennis stated her concern that partners of the resource center may overwhelm other programs, which are separate from the resource center. She stated it should not be a specific criteria, but rather determined by the Council Subcommittee and City Council.

Vice Mayor Dennis expressed concern regarding the Community Action Program funding under Criteria Number 9 related to COVID-10 and asked whether funds towards those impacted by COVID-19 are expected to increase. Mr. Montoya stated that until the City receives the allocation, the question cannot be adequately answered. It is not anticipated to expand the program initiatives, but he is unsure of the requirements at this time. Vice Mayor Dennis asked how dollars are being distributed for food, shelter, rent and utilities, aside from the Community Action Program. Ms. Baltierrez stated that this is currently being done through food banks and the St. Johns Church, who provides short-term utility assistance.

In response to concerns expressed by Vice Mayor Dennis, Council Member Malone stated the Council Subcommittee is mindful to avoid duplication of services when reviewing the list.

Vice Mayor Dennis noted that many of the COVID-19 provisions are already providing protections from evictions and utility shutoffs. She requested services do not get duplicated if they are being funded through other COVID-19 funds. Council Member Malone agreed with Vice Mayor Dennis due to the available grants and order from the Governor.

Mayor Weise suggested allowing the subcommittee to do its work and come back with recommendations.

3. COVID-19 UPDATE

Larry Rooney, Assistant Fire Chief, provided City Council with an update on COVID-19. Chief Rooney began by reviewing a timeline of events:

- March 11, 2020: Governor Ducey declared a Public Health State of Emergency.
- March 15, 2010: Arizona schools closed.

- March 17, 2020: Governor Ducey issued guidance limiting gatherings to no more than ten people; cancellation of special events, and restricted access to nursing homes.
- March 19, 2020: Governor Ducey required restaurants to provide dine out options only; gyms, movie theaters, and bars were required to close; elective surgeries were halted; and a definition of essential services was provided.
- March 30, 2020: Governor Ducey issued an Executive Order calling for further physical distancing and stay home orders.

Avondale's response included the following:

- March 12, 2020: Programming at the Senior Center and libraries were suspended; passports were by appointment only.
- March 12, 2020: Special events canceled through May (Culture POP, Kids Fest, and Avondale Fiesta); sports leagues canceled; and rentals suspended.
- March 18, 2020: Mayor signs emergency declaration that requires restaurants to institute dine-out option only; City departments make plans for operational changes.
- March 23: Activated partial Emergency Operations Center with daily briefings.
- March 26: Marketing campaign launched: #AvondaleReadytoServe.
- March 31: City Hall closed to the public; park amenities restricted; non-essential employees working off-site.

After the Mayor's declaration, the City Manager took a proactive approach and opened the Emergency Operations Center (EOC). There are daily briefings with all departments. The City is securing PPE and is in constant communication with federal, state and county EOCs. Police and Fire have modified their protocols in terms of responses and provided guidelines for their department. As an example, Fire Department employees are required to have their temperature taken before and after each shift. There is a regional collaboration with the Multi-Agency Coordination Center (MACC). Fire Chief Jeff Case is overseeing the leadership aspect and Chief Rooney is overseeing the operational aspect. Just recently, County Emergency Management and County Public Health have combined to form a unified command system. The Fire Department has developed guidelines for addressing low acuity emergent care events which come up through dispatch.

EOC incident objectives include:

- Provide for the health, safety, and wellness of Avondale citizens and employees.
- Provide timely and accurate information to the public through multiple media and social media channels.
- Provide a coordinated and unified City response to what is a rapidly changing and fluid public health crisis.
- Maintain the continuity of City operations and ensure essential City services are not interrupted.
- Maintain financial accountability for personnel and material expenditures both related and unrelated to COVID-19.
- Maintain thorough documentation of the City's response.

Mayor Weise noted that the State's response has evolved over several weeks. He asked how those change impacted the actions of the City of Avondale. Chief Rooney stated that

all the recommendations from the Maricopa County Public Health Department and Arizona Department of Health Services greatly affect the Fire Department in terms of dispatch and response of calls.

Police Chief Nannenga stated that when Governor Ducey issued his executive order, there were many areas that were up for interpretation as to the term essential versus nonessential. There was a conference call today with all of the police chiefs of the state and the Governor in terms of obtaining clarity. Mr. Montoya added that Police Department and the Fire Department are working with all other department and counterparts to ensure consistency in approaches in following the Governor's orders.

Mayor Weise stated that he participates in two meetings a week with the Governor's Office and all City Mayors, weekly with the County Health department, and weekly with Senator Sinema's office with Mr. Montoya.

Council Member Conde said her main concern is that first responders have what they need in terms of PPE. In response, Mr. Montoya said both the Fire Department and Police Department have been successful in obtaining the needed materials. Additionally, he noted staff within other departments have been provided the necessary materials to perform their essential duties, such as the Public Works Department staff.

Mayor Weise noted that the departments were ahead of the curve and were able to successfully procure the necessary materials.

Council Member Malone echoed the remarks from Council Member Conde regarding staff having the necessary PPE items.

Council Member Kilgore thanked staff for keeping City Council updated on the situation and expressed his appreciation for the efforts of staff for their proactive thinking and collaborative communications. He inquired on the number of thermometer devices available to check staff temperatures as well as the type of device. Chief Rooney stated that thermometers have been issued throughout all fire stations. The devices being used scan the forehead of the individual. Council Member Kilgore inquired on the frequency of use. Chief Rooney explained the temperature of employees are scanned at the beginning and end of each shift. He stated the data is reported to the Emergency Medical Services (EMS). In response to a question from Council Member Kilgore, Chief Rooney explained each station is equipped to handle the changing of clothing for Fire Department staff, so they are not required to take any contaminated equipment home.

Council Member Nielson echoed the comments by the other Council Members, and he expressed his appreciation to staff for keeping them informed. He also noted the importance of keeping the public informed.

Council Member Pineda asked if Council will be notified if one of the City's first responders becomes infected with COVID-19. Mr. Montoya stated that they must be careful in terms of HIPAA regulations. He explained City Council will be informed if an employee is positive for the virus, but the name of the individual will not be provided. Council Member Pineda

requested staff provide him with sharable information related to educating the public on COVID-19. Mr. Montoya stated he will work with staff to produce the requested information.

Vice Mayor Dennis inquired on the number of low acuity response teams the City is using. Chief Rooney said two individuals are currently on overtime, staffing at peak hours Monday through Friday. Mr. Montoya added that a report will be forthcoming in terms of the response levels after the vehicle has been used for a week or two. He noted that the report will be passed along to City Council.

Vice Mayor Dennis asked about the process for evaluating individuals with breathing problems. Chief Rooney stated that the process begins with dispatchers asking additional COVID-19 specific questions. COVID-19-related symptoms are noted so that proper precautions can be taken. When arriving at the scene, only one member of personnel goes in to complete the evaluation. Mr. Montoya explained it is up to the individual patient whether they wish to be transported. Thus far, a number of patients have decided not to go to the hospital, for fear of catching the virus from a patient there. Vice Mayor Dennis expressed her concerns, noting the importance of protecting the staff in addition to the public.

Chief Rooney expressed his appreciation to the comments made by Vice Mayor Dennis and explained Chief Case has requested all Fire Department staff take the necessary precautions to treat each patient as if they have the virus.

Council Member Conde asked how the shelter in place orders has affected the City's approach with the homeless population. Chief Nannenga stated that the City's approach with the homeless has not changed significantly. Complaints of homeless on private property are addressed in conjunction with property owners. The City also works with Phoenix Rescue Mission.

4. ADJOURNMENT

There being no further business before the Council, Council Member Conde moved to adjourn the Work Session meeting; Council Member Malone seconded the motion.

Upon vote, the motion was carried unanimously 7 to 0.

Council Member Conde	Aye -
Council Member Kilgore	Aye -
Council Member Malone	Aye -
Council Member Nielson	Aye -
Council Member Pineda	Aye -
Vice Mayor Dennis	Aye -
Mayor Weise	Aye -

Meeting adjourned at 7:27 p.m.

A **Regular Meeting** of the City Council of the City of Avondale, Arizona was convened at 11465 Civic Center Drive in open and public session at 7:27 p.m.

Mayor Weise led the Pledge of Allegiance, followed by a moment of silent reflection in remembrance of City of Phoenix Officer Greg Carnicle, who was killed last week as well as injured City of Phoenix Officers Dowan and Hubert. In addition, Sergeant Warren of Baton Rouge, Louisiana who died due to COVID-19.

Members Present: Mayor Kenn Weise; Vice Mayor Pat Dennis; Council Members Tina Conde, Bryan Kilgore, Veronica Malone, Curtis Nielson, and Mike Pineda.

Note: All Council Members attended the meeting through phone or video conference with the exception of Mayor Weise who appeared in-person with staff.

Members Absent: None.

Other Municipal Officials Present: Charles Montoya, City Manager; Gina Montes, Assistant City Manager; Tracy Stevens, Deputy City Manager; Michael Wawro, City Attorney; Marcella Carrillo, City Clerk; Cindy Blackmore, Public Works Director; Jessica Blazina, Intergovernmental Affairs Administrator; Jeff Case, Fire Chief; Ken Chapa, Economic Development Services Director; Lindsey Duncan, Finance and Budget Director; Craig Jennings, Judge; Bryan Hughes, Acting Parks and Recreation Director; Chris Lopez, Neighborhood and Family Services Director; Dale Nannenga, Police Chief; Jeffrey Scheetz, Chief Information Officer; and Pier Simeri, Community Relations and Public Affairs Director.

Audience: Two members of the public were present.

1. ROLL CALL BY THE CITY CLERK

2. CONSENT AGENDA

Items on the consent agenda are of a routine nature or have been previously studied by the City Council at a work session. They are intended to be acted upon in one motion. Council members may pull items from consent if they would like them considered separately.

Mayor Weise asked if any Council Member wished to have an item removed from the Consent Agenda. Vice Mayor Dennis requested Agenda Item 2b. Resolution 1022-0420 – Amendment to the Intergovernmental Agreement with Maricopa County Human Services Department for Shelter and Homeless Support Services. Motion was made by Vice Mayor Dennis, seconded by Council Member Pineda, to approve the Consent Agenda with the exception of agenda item 2b.

Upon vote, the motion carried unanimously 7 to 0.

Council Member Conde	Aye
Council Member Kilgore	Aye
Council Member Malone	Aye
Council Member Nielson	Aye
Council Member Pineda	Aye
Vice Mayor Dennis	Aye
Mayor Weise	Aye

a. MINUTES

City Council approved the February 3, 2020 City Council Meeting Minutes.

b. RESOLUTION 1022-0420 – AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT WITH MARICOPA COUNTY HUMAN SERVICES DEPARTMENT FOR SHELTER AND HOMELESS SUPPORT SERVICES

This item was pulled further discussions. Item is listed below in more detail.

c. RESOLUTION 1020-0420 – GRANTOR AGREEMENT WITH THE ARIZONA DEPARTMENT OF ECONOMIC SECURITY FOR VENDING SERVICES

City Council adopted Resolution 1020-0420, approving the Grantor Agreement with Arizona Department of Economic Security to acquire vending services from the Business Enterprise Program, and authorized the Mayor, or City Manager and City Clerk, to execute the necessary documents.

d. ORDINANCE 2012- 0420 – ABANDONMENT OF AN EASEMENT FOR HIGHWAY PURPOSES

City Council adopted Ordinance 2012-0420, authorizing the abandonment of an easement for highway purposes generally located north of Van Buren Street and west of the 119th Avenue alignment, and authorized the Mayor, City Clerk and City Attorney to execute the necessary documents.

ITEMS PULLED OFF THE CONSENT AGENDA FOR FURTHER DISCUSSION:

b. RESOLUTION 1022-0420 – AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT WITH MARICOPA COUNTY HUMAN SERVICES DEPARTMENT FOR SHELTER AND HOMELESS SUPPORT SERVICES

City Council considered a request to adopt Resolution 1022-0420 approving an amendment to an Intergovernmental Agreement with the Maricopa County Human Services Board for the provision of emergency shelter services, outreach, and case management for people experiencing homelessness in Avondale, and authorize the Mayor, City Manager and City Clerk to execute the necessary documents.

Vice Mayor Dennis wished to address the budget impact, which was \$72,000 compared to \$100,000 reflected in the contract with the county. Mr. Lopez stated that in June of 2019, the City entered into an Intergovernmental Agreement with Maricopa Human Services Department to provide services for individuals experiencing homelessness. This was a multiprong approach with an award of

\$100,000. As part of the \$100,000, \$60,000 was intended to support the hiring of a full-time Homeless Services Specialist, \$3,000 for IT-related costs, \$22,000 for iHELP Lutheran Social Services, and \$15,000 for outreach through Phoenix Rescue Mission. There were challenges in recruiting and hiring a homeless services specialist but eventually, a candidate was found. Due to the delay, there were salary savings. The City worked with Maricopa County Health and Human Services Department to ensure that the entire \$100,000 remains in Avondale. To this end, \$28,000 was routed through the Community Action Program (CAP) to address the issue of homelessness and eviction prevention. The existing agreement will be amended for a total amount of \$72,000. The agreement with the County is renewable up to three years and the County has committed to fully fund the agreement at the \$100,000 level for the next two years, contingent upon the availability of federal resources.

Vice Mayor Dennis requested staff ensure the full \$100,000 goes into the shelter services and asked that the Council Subcommittee on Contributions Assistance Programs be mindful of this additional funding into the CAP program.

Vice Mayor Dennis moved to adopt Resolution 1022-0420 approving an amendment to an Intergovernmental Agreement with the Maricopa County Human Services Board for the provision of emergency shelter services, outreach, and case management for people experiencing homelessness in Avondale, and authorized the Mayor, City Manager and City Clerk to execute the necessary documents; Council Member Kilgore seconded the motion.

Upon vote, the motion carried unanimously 7 to 0.

Council Member Conde	Aye
Council Member Kilgore	Aye
Council Member Malone	Aye
Council Member Nielson	Aye
Council Member Pineda	Aye
Vice Mayor Dennis	Aye
Mayor Weise	Aye

3. REGULAR AGENDA

a. RESOLUTION 1021-0420 – EMERGENCY OPERATIONS PLAN (EOP)

City Council considered a request to adopt Resolution 1021-0420 – approving the new Emergency Operations Plan (EOP) for the City of Avondale and authorize the Emergency Management Team to make changes when necessary and appropriate.

Larry Rooney, Assistant Fire Chief, presented the following:

The Emergency Management Team was created in September of 2019. It includes representatives from City Management, Fire, Police and IT. The first priority was to have an updated City Emergency Operations Plan. The Plan was designed to be in alignment

with County, State and Federal Plans and consistent with other municipalities in the region. Department heads reviewed and provided feedback on all Emergency Support Functions (ESF). Resident experts are assigned to assess emergencies as they arise, with a goal of achieving practical, commonsense solutions.

EOP annexes are in place to provide additional support to the plan:

- Annex A: Support - Continuity of government and operations, volunteer and donations management, and worker safety and health.
- Annex B: Specific Incidents - Severe storms and floods or pandemics.

The EOP is comprehensive and provides necessary authority and guidance to mitigate a variety of natural and manmade emergencies. It is dynamic, as emergency situations are constantly changing. When the EOP is formally adopted, it will authorize the team to make needed changes to the plan when necessary. The EOP provides staff the ability to plan, prepare and train for emergencies. Once formally adopted, the Plan will be in place for the next five years. Staff recommends City Council adopt the Resolution, approving the Emergency Operations Plan.

Council Member Conde expressed appreciation to staff for going through the plan with City Council.

Council Member Kilgore thanked staff and expressed his appreciation for the EOP's alignment with State and Federal mandates.

Council Member Nielson recommended reviewing the EOP plan on an annual basis, to maintain it as a living document. Mr. Montoya stated that for approximately the past six to eight months, staff has been working to update the City's Existing EOP. He agreed that it is a living document and as such, annual reviews will be part of the process.

Mayor Weise noted the presentation that stated it is a living document and he trusts that staff will review it as needed.

Council Member Malone thanked staff for putting together the presentation.

Council Member Pineda concurred with Council Member Nielson's comments with respect to working together to make the necessary changes.

Vice Mayor Dennis asked about the potential for emergency drills coordinated with the County. Mr. Montoya stated that the City has not done full-scale exercises, but the plan allows this going forward.

Vice Mayor Dennis moved to adopt Resolution 1021-0420 – approving the new Emergency Operations Plan (EOP) for the City of Avondale and authorized the Emergency Management Team to make changes when necessary and appropriate; Council Member Kilgore seconded the motion.

Upon vote, the motion carried unanimously 7 to 0.

Council Member Conde	Aye
Council Member Kilgore	Aye
Council Member Malone	Aye
Council Member Nielson	Aye
Council Member Pineda	Aye
Vice Mayor Dennis	Aye
Mayor Weise	Aye

4. DISCUSSION ITEMS

Council will discuss the items listed below and possibly give direction to city staff to research and prepare items for a future meeting.

a. PUBLIC HEARING 2020-2024 – CONSOLIDATED PLAN, 2020-2021 ANNUAL ACTION PLAN, AND 2020 ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE

City Council held a public hearing regarding the Drafts of the Consolidated Plan, Annual Action Plan and Analysis of Impediments to Fair Housing Choice.

Marsha Chavez, Housing and Community Development Manager, stated that as a recipient of Federal Community Development Block Grants and the HOME Investment Partnership funding, Avondale is required to have a five-year consolidated plan. Based on the five-year plan, the City is also required to have an annual action plan. This year, the City had assistance from Western Economic Services, LLC, who provided research and data analysis. Data sources include U.S. Census, American Community Survey, Bureau of Economic Analysis and Bureau of Labor Statistics. For Community Development Block Grants (CDBG), the primary objective is to develop viable communities for low income persons by providing decent housing, suitable living environment, and economic opportunities.

CDBG eligible activities include:

- Housing Rehabilitation
- Public Services
- Economic Development
- Public Infrastructure
- Employment Assistance
- Public Facilities
- Demolition
- Homebuyer Assistance
- Property Acquisition
- Crime Reduction
- Code Enforcement

The HOME Investment Partnership Program has a primary purpose to expand the supply of decent, safe, sanitary and affordable housing for low-income Americans. It requires a 25 percent local match.

HOME eligible activities include:

- Homebuyer assistance
- Construction or rehabilitation of rental or ownership housing
- Site acquisition and improvements
- Demolition and relocation expenses
- Tenant based rental assistance

The following are the proposed consolidated plan goals:

- Preserve and expand affordable housing inventory
- Support efforts to prevent homelessness
- Fund necessary public infrastructure and facilities
- Support vital community services
- Encourage business development and growth
- Promote fair housing in Avondale
- Reduce residential lead-based hazards

The public participation timeline is as follows:

- Community Survey – Fall 2019
- Public Meeting – November 2019
- Neighborhood & Family Services Commission Meeting – Public Hearing – February 2020
- City Council Meeting - Public Hearing – April 2020
- City Council Discussion – April 2020
- Public Comment Period – March 31, 2020 – April 30, 2020
- City Council Discussion – May 2020
- Public Hearing – May 2020

The draft plan is available on the City's website. Staff will return to Council in May to address any additional comments prior to adoption of the final plan.

Staff has also worked on the Analysis of Impediments to Fair Housing Choice document. The analysis is performed every five years with coordination through the County.

Analysis of Impediments to Fair Housing Choice goals include the following:

- Increase accessible housing for the disabled - tax incentives, partnerships with non-profits/developers.
- Increase awareness of Fair Housing Laws - non-profit partnerships to provide educational services.
- Increase awareness of affordable housing choice long-term strategy with public/private partners with measurable outcomes, inclusionary zoning, homeownership programs.
- Increase financial management resources for homebuyers - non-profit partnerships.
- Increase transportation options in rural areas - transportation voucher subsidies, review transit routes.

- Increase equitable distribution of resources - acceptance of housing vouchers in unserved areas, expand funding target areas.

Many of the goals may be accomplished through public and private partnerships, including working with developers. Anticipated funding for this year is \$725,500 for CDBG and \$206,370 for HOME.

The annual action plan was reviewed as follows:

- Housing Rehabilitation Program \$325,850: CDBG \$ 270,000 and HOME \$55,850.
- Avondale First Time Homebuyer Program \$245,065: HOME \$193,472 and local match \$51,593.
- Public infrastructure and facility improvements \$150,000: CDBG \$150,000.
- AviTemp/tuition assistance program for Youth \$47,000: CDBG \$47,000.
- Small business assistance \$58,000: CDBG \$58,000.
- Homelessness outreach program \$54,932: CDBG \$54,932.
- Fair Housing \$500: CDBG \$500.
- Administration \$158,006: CDBG \$145,108 and HOME \$12,898.

Comments are welcome through April 30th.

Mayor Weise opened the public hearing and did not receive any requests to speak. Mayor Weise closed the public hearing and opened the floor for comments from Council.

Council Member Conde suggested the possibility of increasing funding for home repairs in the community, particularly related to health and safety. Mr. Montoya stated staff will work on adding those funds.

Note from the City Clerk: Council Member Malone lost connection to the meeting at 8:00 p.m. and left the meeting for approximately two minutes.

Council Member Pineda agreed with the comments made by Council Member Conde.

Council Member Nielson said his greatest concern is actually getting assistance to residents in need. Mr. Lopez stated that the team is putting forth a concerted effort in this regard. There is a need to expand outreach efforts. Requests for assistance fluctuate over the years. At times there are waiting lists and other times not. Staff is currently working to rebuild a waiting list, including developing new marketing materials and grassroots efforts.

Council Member Kilgore asked whether the City has ever received complaints regarding fair housing discrimination. Mr. Montoya stated that no such complaints have been received. Council Member Kilgore asked whether residents are provided with a list of accessible housing in the region and the frequency of updates to the list. Mr. Montoya confirmed that individuals are provided resources in terms of where to go for additional

funding. He will report back to Council in terms of how often the resource lists are updated. Council Member Kilgore asked if people are referred to other programs throughout the region, such as the Arizona Statewide Independent Living Council or the Arizona Bridge to Independent Living, or to the Arizona Department of Economic Security for educational information and brochures. Mr. Lopez stated individuals are referred to a variety of organizations such as Trellis and Chicano Por La Causa.

Council Member Kilgore inquired if the services were provided to just the City of Avondale residents or for residents within the west valley. Mr. Montoya stated that anyone who seeks assistance is guided to the necessary information, they do not discriminate against their place of residence. To reiterate, Mr. Montoya stated if they come in for assistance, staff will provide them with the necessary information, even if they are coming from a different city. Council Member Kilgore asked how often the City encourages private contractors to develop affordable housing in Avondale. Mr. Montoya stated that over the past year and a half, staff has reached out to developers within the community but under state law, the City is preempted from requiring anything associated with affordable housing within the development. However, they can work with a developer through use of a development agreement. This includes the potential for using City-owned properties to entice developers to build affordable housing projects. At this time, there has not been any developers to come forward with an affordable housing project. In closing, Council Member Kilgore thanked staff for the information and presentation.

Council Member Malone asked about the application process for community outreach and the current income threshold. Ms. Chavez stated that there is an application process, consisting of a six-page package. This includes a review of the applicant's income over a 90-day period, including bank statements and paystubs. This is followed by an inspection of the property to ensure that it meets the guidelines. Council Member Malone asked how many people took advantage of the program in the last year. Ms. Chavez estimated 20 to 30 applicants in the past year with six denied. Four were denied because the house was past saving and two were denied because the resident made too much money to qualify. Council Member Malone stated that in January, the Arizona Service Project visits mobile homes in Avondale to provide safety improvements. She asked about efforts to bridge the gaps with these nonprofits. Mr. Lopez stated that the City works closely with Arizona Service Projects, including weekly conversations. The City also works with Rebuilding Together and other organizations.

Vice Mayor Dennis asked about programs to collaborate with other organizations to obtain vouchers for rental projects. Ms. Montes stated that the City works closely with the Housing Authority of Maricopa County. Some developers have shown interest in accessing the low-income housing tax credit program. The City has supported the Housing Authority's applications to redevelop the former Norton property to add more units. The Housing Authority has been very open in terms of helping make Avondale residents and referral a priority for their vouchers. Vice Mayor Dennis said she would like to see guidelines for developers looking to use tax credits in the City. Ms. Montes stated

that the Housing Authority has gone through the City's review process in terms of ensuring high standards for low income housing developments. This process has also proceeded with the Norton property. Vice Mayor Dennis said she is more concerned with private development in terms of utilization of tax credits for developments in the City and the need to ensure they meet the City's needs.

b. PRESENTATION AND DISCUSSION OF THE CITY MANAGER'S PROPOSED BUDGET

City Council received a general overview of the City Manager's recommended budget for fiscal year 2021.

Lindsey Duncan, Finance and Budget Director, stated that the proposed budget has been published online. It contains summary schedules, supplemental detail, and CIP project details. Thus far, a series of budget meetings have been held, allowing Council to provide feedback to help build the recommended budget. The first meeting was held on December 2nd, which initiated budget activity at the Council retreat. Since that time, there has been a declaration of emergency from the Governor as well as a national emergency declaration by the President. She noted that it is too soon to show what impact COVID-19 has had on the City.

Budget process reminders include:

- Expenditure limitation requires appropriation to spend.
- Tentative budget establishes the maximum (the budget may decrease but it may not increase).
- There are eight weeks between recommended budget and final budget.

The City has points of budget flexibility. This includes the fact that the City has ongoing sources that are greater than ongoing uses. The recommended budget includes the supplemental requests as well as additional capital. Even with these recommendations, the City has \$3.2 million more in ongoing sources than ongoing uses. The City has a large amount of transfers that are consistent with prior years, in which it used savings or ongoing sources to pay for one-time capital. This fiscal year, that total is \$18.6 million. In addition, the City has a reserve policy of 35 percent of expenditures. Even with the reserve policy change discussed at the last meeting, the City still has approximately \$23.1 million assigned to the reserve. Staff recommends that the City proceed with the baseline recommended budget as published.

To address the uncertainties, staff recommends two new categories for both operation and capital budgets, including: 1) recommended for funding, and 2) contingent on future resources. For operations, staff recommends the inclusion of supplements for funding with an ongoing amount of \$2.9 million and one-time funding of \$4.7 million.

Staff also identified items that would be contingent on future funding, including making sure that revenue streams are sufficient to support the planned expenditures. Some contingent items are related to growth. As such, if growth does not occur, these expenditures will not have to be planned for. Others are related to having open facilities.

If facilities are not open and available to the public, the additions may not be needed. Capital/asset replacement has been split in a similar fashion, broken into the categories of funded or contingent. The five-year total for the funded amount is \$54.3 million and the contingent total is \$61.9 million.

In terms of the overall fiscal year 2021 recommended budget, total uses are \$302 million, expenses \$268 million and transfers out of approximately \$33.6 million. This is an increase over the prior year, with expenditures \$32 million greater. There is a decrease in transfers out, related to funding capital.

Cost increases were listed as follows:

- Increase in construction costs
- Contractual increases
- Personnel cost increases
- Benefit contributions
- Pension contributions
- Compensation increases
- Agreed upon public safety wage and benefit increases

The budget focuses on four primary areas: public safety, growth and development, infrastructure, and technology. Total citywide sources for revenue total \$179.4 million or approximately 59 percent. Transfers among funds total \$33.5 million or approximately 11 percent. The City is looking to utilize some of its fund balance, which total \$89.5 million or approximately 30 percent of the total budget.

The total general governmental operating sources is \$84.3 million, which includes the general fund and public safety dedicated sales tax. Local sales taxes total 56 percent, intergovernmental sources total 30 percent, and other smaller categories total less than 15 percent.

Citywide operational uses are comprised of operating expenses at 46 percent, capital expenses at 37 percent, debt services at 4 percent, contingency at 7.1 percent, and transfers out at 11 percent.

When breaking down general governmental operating uses by category, half of the funds are related to personnel. The general governmental operating uses also include contractual services, commodities, capital outlay, indirect costs, debt service, transfers out, contingency and interfund loans. Ms. Duncan defined interfund loans.

For general governmental operating uses by function totaling \$102.2 million, public safety represents 41 percent, general government represents 18 percent, community development represents 10 percent, community services represent eight percent, and public works at zero percent. Other categories include contingency, transfers out and interfund loans.

Ms. Duncan stated that department presentations will be made on April 20th. Next steps include:

- April 20, 2020: Department supplemental requests
- May 4, 2020: Tentative budget adoption
- May 14, 2020: First public notice – budget and truth in taxation
- May 22, 2020: Second public notice – budget and truth in taxation
- June 1, 2020: Hearing and final budget adoption, truth in taxation hearing
- June 15, 2010: Adopt property tax levy

Council Member Conde thanked Ms. Duncan for her detailed presentation. She noted she will email her questions to staff, as requested by Mayor Weise.

In response to a statement by Mayor Weise, Mr. Montoya stated staff intends on presenting the budget as planned but will revise as they see the impact to the budget.

Council Member Pineda thanked Ms. Duncan for the presentation and stated he will contact staff if he has any questions.

Council Member Nielson thanked staff for providing the budget binder and stated he will get back to staff with his questions.

Council Member Kilgore thanked Ms. Duncan for the presentation and inquired if a digital version would be available since the binder delivered was not tabbed. In response, Ms. Duncan explained there is a digital version of the book online that might be easier for users.

Council Member Malone stated she did not have time to review the binder and expressed concern with receiving the binder without the tabs for easy use. Mr. Montoya agreed and explained they will get binders delivered with the requested tabs. Council Member Malone asked if the next meeting could be pushed up. Mr. Montoya explained the discussions can be split between the April 20 and May 4 City Council meetings.

Vice Mayor Dennis noted the online version of the budget book that was provided is linked but she still prefers a printed binder. She asked for clarification within the supplemental requests and why the contingent amount goes down, but the FTEs is only a difference of one. Ms. Duncan stated that this is additive, explaining the total supplemental request is the sum of both numbers. The total FTEs put forward of 31 are split into those anticipated being funded as of July 1st and those that would have to wait depending on resources.

5. ADJOURNMENT

There being no further business before the Council, Vice Mayor Dennis, moved to adjourn the Regular Meeting; Council Member Kilgore seconded the motion.

Upon vote, the motion was carried unanimously 7 to 0.

Council Member Conde	Aye
Council Member Kilgore	Aye
Council Member Malone	Aye

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Council Member Nielson	Aye
Council Member Pineda	Aye
Vice Mayor Dennis	Aye
Mayor Weise	Aye

Meeting adjourned at 8:41 p.m.

Kenn Weise, Mayor

CERTIFICATION AND ATTESTATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Work Session and Regular Meeting of the Council of the City of Avondale held on the 6th day of April 2020. I further certify that the meeting was duly called and held and that the quorum was present.

Marcella Carrillo, City Clerk