City of Avondale

City Council Online Meeting

Tuesday, February 16, 2021

Mayor and Council

Kenneth Weise, Mayor

Veronica Malone, Vice Mayor

Tina Conde, Council Member | Pat Dennis, Council Member

Bryan Kilgore, Council Member | Curtis Nielson, Council Member

Mike Pineda, Council Member

Administration

Charles A. Montoya, City Manager

Gina Montes, Assistant City Manager

Tracy Stevens, Deputy City Manager | Cherlene Penilla, Deputy City Manager

Nicholle Harris, 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)

City Council Online Meeting
Notice & Agenda
Tuesday, February 16, 2021

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WORK SESSION
6:30 PM

CALL TO ORDER BY MAYOR

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

2. **FY2022 BUDGET PROCESS: FINANCIAL STATUS UPDATE**
   Presentation of the City's FY2020 and FY2021 financial status as used in the preparation of the FY2022 budget which begins on July 1, 2021. This item is for discussion only.

3. **ADJOURNMENT**

Request to Speak: Anyone wishing to address the Council regarding items listed on the agenda or under unscheduled public appearance 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
PLEDGE OF ALLEGIANCE
MOMENT OF REFLECTION

1. ROLL CALL AND STATEMENT OF PARTICIPATION BY THE CITY CLERK

2. UNSCHEDULED PUBLIC APPEARANCES

(Limit three minutes per person. Please state your name.)

3. RECOGNITION ITEMS

a. EXCEPTIONAL STUDENT OF AVONDALE RECOGNITION (AVI STAR STUDENT)

The Mayor and City Council will recognize Avondale students from all six school districts located in Avondale for their character and achievement. This item is for discussion only.

4. 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 will consider a request to approve the January 4, 2021 City Council Meeting Minutes. The Council will take the appropriate action.

b. APPOINTMENT TO THE VOLUNTEER FIRE DEPARTMENT PENSION BOARD

City Council will consider a request to approve the appointment of Dale Nannenga, Police Chief, to the Volunteer Fire Department Pension Board. The Council will take appropriate action.

c. LIQUOR LICENSE - SERIES 12 (RESTAURANT) - TRAPPER'S SUSHI CO

City Council will consider a request to recommend approval to the Arizona Department of Liquor License and Control of an application for a Series 12 (Restaurant) liquor license submitted by Jason Reyna for the sale of alcohol at Trapper’s Sushi Co located at 10321 West McDowell Road, Suite A101, in Avondale and authorize the City Clerk to execute the necessary documents. The Council will take appropriate action.

d. LIQUOR LICENSE - SERIES 12 (RESTAURANT) - EL TACO SANTO

City Council will consider a request to recommend approval to the Arizona Department of Liquor License and Control of an application for a Series 12 (Restaurant) liquor license submitted by Juanita Esparza for the sale of alcohol at El Taco Santo located at 1619 North Dysart Road, Suite 104, in Avondale and authorize the City Clerk to execute the necessary documents. The Council will take appropriate action.

e. SECOND AMENDMENT TO CONTRACT FOR SERVICES - AREA AGENCY ON AGING

City Council will consider a request to approve an amendment to the current contract with Area Agency on Aging (AAA) for fiscal year 2020-2021 to receive additional funding in the amount of $15,000 for the Congregate and Home Delivered Meal Program and authorize the City Manager and City Clerk to execute the necessary documents. The Council will take appropriate action

f. RESOLUTION 1009-0221 - INTERGOVERNMENTAL AGREEMENT WITH MARICOPA ASSOCIATION OF GOVERNMENTS FOR THE DESIGN OF PEDESTRIAN FACILITIES ON LOWER BUCKEYE ROAD

City Council will consider a request to adopt Resolution 1009-0221 authorizing an Intergovernmental Agreement with the Maricopa Association of Governments (MAG) for the assistance toward the cost of preparing 15% design plans for a sidewalk on Lower Buckeye Road between the entrance of the Palm Vista Mobile Home Park and 4th Street, and authorize the Mayor, or City Manager and City Clerk, to execute the necessary documents. The Council will take appropriate action.

g. RESOLUTION 1010-0221 - INTERGOVERNMENTAL AGREEMENT WITH MARICOPA ASSOCIATION OF GOVERNMENTS FOR THE DESIGN OF PEDESTRIAN FACILITIES ON EL MIRAGE ROAD

City Council will consider a request to adopt Resolution 1010-0221 authorizing an Intergovernmental Agreement with the Maricopa Association of Governments (MAG) for the assistance toward the cost of preparing 15% design plans for a sidewalk on the west side of El Mirage Road between Calle Hermosa and Elwood Road, and authorize the Mayor, or City Manager and City Clerk, to execute the necessary documents. The Council will take appropriate action.

h. RESOLUTION 1011-0221- CAPITAL IMPROVEMENT PLAN CITIZENS COMMITTEE - SUNSET OF COMMITTEE

City Council will consider a request to adopt Resolution 1011-0221, abolishing the Capital Improvement Plan Citizens Committee and authorize the Mayor or City Manager and City Clerk to execute the necessary documents. The Council will take appropriate action.

i. RESOLUTION 1012-0221- CITY'S 2021 STRATEGIC PLAN

City Council will review and consider a City-initiated request to adopt Resolution 1012-0221 approving the 2021 Five-Year Strategic Plan. The document will guide internal performance management and budget development and external service delivery. The Council will take appropriate action.

j. ORDINANCE 2010-0221 - FACILITIES DEPARTMENT CREATION AND INTERIM POSITION ADDITIONS FOR FACILITIES DEPARTMENT AND HUMAN RESOURCE CRITICAL NEED

City Council will consider a request to: (a) adopt Ordinance 2010-0221, authorizing the creation of a Facilities Department; and (b) authorize two new full-time equivalent (FTE) positions to include a Facilities Director and a Senior Human Resources Analyst; (c) approve the necessary budget transfers; and (d) authorize the Mayor, City Manager, and City Clerk to execute the necessary documents. The Council will take appropriate action.

k. ORDINANCE 2011-0221- DEDICATION OF A SEWER PIPELINE EASEMENT TO THE CITY OF AVONDALE IN ALAMAR'S BEACON PARK

City Council will consider a request to adopt Ordinance 2011-0221, dedicating a public Sewer Pipeline Easement to the City of Avondale located at Broadway Road and 118th Avenue and authorize the Mayor or City Manager, City Attorney and City Clerk to execute the necessary documents. The Council will take the appropriate action.

5. REGULAR AGENDA

a. PUBLIC HEARING AND RESOLUTION 1013-0221 - COMMUNITY DEVELOPMENT BLOCK GRANT - CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY (CARES) ACT FUNDING

City Council will hold a public hearing and consider a request to adopt Resolution 1013-0221 approving a substantial amendment to the 2020-2021 Annual Action Plan for CARES Act funding and authorize the Mayor or City Manager and City Clerk to execute the necessary documents. The Council will take appropriate action.

b. PUBLIC HEARING AND ORDINANCE 2012-0221 - ZONING ORDINANCE TEXT AMENDMENTS - SECTION 4 (EMPLOYMENT DISTRICTS) - APPLICATION PL-20-0338

City Council will hold a public hearing and consider a staff-initiated request to adopt Ordinance 2012-0221 approving text amendments to the Zoning Ordinance. The amendments to Avondale Zoning Ordinance Section 4 (Employment Districts) will align the listed land uses in Section 4 with other recently approved amendments to marijuana related definitions in Section 1 (Administration and Procedures). The Council will take appropriate action.

6. 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.

Item Number: 2.

CITY COUNCIL REPORT

SUBJECT: FY2022 Budget Process: Financial Status Update

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Lindsey Duncan, Finance and Budget Director, (623) 333-2011

THROUGH: Gina Montes, Assistant City Manager, (623) 333-1012

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:

Presentation of the City's FY2020 and FY2021 financial status as used in the preparation of the FY2022 budget which begins on July 1, 2021. This item is for discussion only.

BACKGROUND:

This is the first in a series of presentations regarding the fiscal year 2022 (FY2022) budget which begins on July 1, 2021. This presentation includes highlights of results from FY2020 and estimates of year end results for the current fiscal year, FY2021. Emphasis will be placed on the City's operating funds including the General Fund and the Public Safety Dedicated Sales Tax Fund.

DISCUSSION:

The information presented in this session will lead to future discussion during the development of the FY2022 budget. Through this process, and leading up to the production the City Manager's Recommended Budget, staff seeks Council's input on funding priorities for FY2022.

BUDGET IMPACT:

Presentations in this series will facilitate the production of the budget for FY2022 which represents the appropriated expenditure authority for the City.

RECOMMENDATION:

This item is for information and discussion only.

Item Number: 3.a.

CITY COUNCIL REPORT

SUBJECT: Exceptional Student of Avondale Recognition (Avi Star Student)

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Christopher Lopez, Neighborhood and Family Service Director, (623) 333-2711

THROUGH: Cherlene Penilla, Deputy City Manager, (623) 333-2214

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:
The Mayor and City Council will recognize Avondale students from all six school districts located in Avondale for their character and achievement. This item is for discussion only.

BACKGROUND:
The Avi Star Student recognition goes to an Avondale student who is to be recognized for their achievements. The achievement may be academic, extracurricular or personal and highlights the impact the student has made for themselves, their family, school, or community.

DISCUSSION:
Avondale students will be recognized for their character and achievement.

BUDGET IMPACT:
None.

RECOMMENDATION:
This item is for information and discussion only.

Item Number: 4.a.

CITY COUNCIL REPORT

SUBJECT: Minutes

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Marcella Carrillo, City Clerk, (623) 333-1214

THROUGH: Cherlene Penilla, Deputy City Manager, 623-333-1015

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:
City Council will consider a request to approve the January 4, 2021 City Council Meeting Minutes. The Council will take the appropriate action.

BACKGROUND:
n/a

DISCUSSION:
n/a

BUDGET IMPACT:
This item has no budget impact.

RECOMMENDATION:
Staff recommends City Council approve the January 4, 2021 City Council Meeting Minutes.

MINUTES OF THE AVONDALE CITY COUNCIL
CITY OF AVONDALE, ARIZONA
ONLINE MEETING
January 4, 2021

The **Installation of City Council** of the City Council of the City of Avondale, Arizona was using the Zoom Cloud Meeting platform in open and public session at 6:00 p.m. All participants attended by phone or video.

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

Members Absent: None.

Other Municipal Officials Present: Charles Montoya, City Manager; Gina Montes, Assistant City Manager; Tracy Stevens, Deputy City Manager; Cherlene Penilla, Deputy City Manager; Nicholle Harris, City Attorney; Marcella Carrillo, City Clerk; Kirk Beaty, Public Works Director; Ken Chapa, Economic Development Services Director; Lindsey Duncan, Finance and Budget Director; Bryan Hughes, Parks and Recreation Director; Chris Lopez, Neighborhood and Family Services Director; Callie McGraw, Interim Human Resource Director; Kevin Murphy, Development and Engineering Services Director; Dale Nannenga, Police Chief; Jeffrey Scheetz, Chief Information Officer; and Pier Simeri, Marketing and Public Relations Director.

Audience: Approximately ten members of the public were present.

1. ROLL CALL BY THE CITY CLERK

2. INSTALLATION OF CITY COUNCIL

Newly elected Mayor and Council took their Oaths of Office.

- Council Member Malone was sworn in by her sister, Jessica Pena.
- Council Member Pineda was sworn in by his wife, Olivia Pineda.
- Vice Mayor Dennis was sworn in by City Clerk, Marcella Carrillo.
- Mayor Weise was sworn in by his daughters, Lauren and Delaney.

Newly sworn Council Members shared thoughts and insights about their service on City Council. Mayor Weise highlighted the strengths and progress made in the City of Avondale and the vision moving forward over the next four years.

3. ADJOURNMENT

There being no further business before the Council, Vice Mayor Dennis moved to adjourn the Installation of City Council; Council Member Nielson 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 6:24 p.m.

The **Special Meeting** of the City Council of the City of Avondale, Arizona was using the Zoom Cloud Meeting platform in open and public session at 6:25 p.m. All participants attended by phone or video.

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

Members Absent: None.

Other Municipal Officials Present: Charles Montoya, City Manager; Gina Montes, Assistant City Manager; Tracy Stevens, Deputy City Manager; Cherlene Penilla, Deputy City Manager; Nicholle Harris, City Attorney; Marcella Carrillo, City Clerk; Kirk Beaty, Public Works Director; Ken Chapa, Economic Development Services Director; Lindsey Duncan, Finance and Budget Director; Bryan Hughes, Parks and Recreation Director; Chris Lopez, Neighborhood and Family Services Director; Callie McGraw, Interim Human Resource Director; Kevin Murphy, Development and Engineering Services Director; Dale Nannenga, Police Chief; Jeffrey Scheetz, Chief Information Officer; and Pier Simeri, Marketing and Public Relations Director.

Audience: Approximately ten members of the public were present.

1. ROLL CALL BY THE CITY CLERK

2. SELECTION OF NEW VICE MAYOR

City Council accepted nominations and designated one of its members as Vice Mayor for a two-year term. Mayor Weise shared words of appreciation to the past Vice Mayors and thanked current Vice Mayor, Pat Dennis, for her service. Vice Mayor Dennis shared comments in reflection on her time as Vice Mayor.

Vice Mayor Dennis moved to nominate Council Member Malone as Vice Mayor for a two-year term; Council Member Pineda 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

Vice Mayor Malone thanked Council for the honorary nomination. City Council congratulated Vice Mayor Malone and shared words of gratitude.

3. ADJOURNMENT

There being no further business before the Council, Council Member Pineda moved to adjourn the Special Meeting; Council Member Conde seconded the motion.

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

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

Meeting adjourned at 6:36 p.m.

The **Work Session** of the City Council of the City of Avondale, Arizona was using the Zoom Cloud Meeting platform in open and public session at 6:48 p.m. All participants attended by phone or video.

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

Members Absent: None.

Other Municipal Officials Present: Charles Montoya, City Manager; Gina Montes, Assistant City Manager; Tracy Stevens, Deputy City Manager; Cherlene Penilla, Deputy City Manager; Nicholle Harris, City Attorney; Marcella Carrillo, City Clerk; Kirk Beaty,

Public Works Director; Ken Chapa, Economic Development Services Director; Lindsey Duncan, Finance and Budget Director; Bryan Hughes, Parks and Recreation Director; Chris Lopez, Neighborhood and Family Services Director; Callie McGraw, Interim Human Resource Director; Kevin Murphy, Development and Engineering Services Director; Dale Nannenga, Police Chief; Jeffrey Scheetz, Chief Information Officer; and Pier Simeri, Marketing and Public Relations Director.

Audience: Three members of the public were present.

1. ROLL CALL BY THE CITY CLERK

2. ZONING ORDINANCE TEXT AMENDMENTS - MARIJUANA USES - APPLICATION PL-20-0260 & CITY CODE CHANGES RELATED TO RECREATIONAL MARIJUANA

City Council discussed a City initiated text amendment to the Zoning Ordinance related to marijuana uses. The amendments are intended to allow for continued refinement of the Zoning Ordinance to reflect changes in policies and procedures, address a recently approved ballot initiative and subsequent state law change related to marijuana establishments, and clarify uses and restrictions for marijuana related uses and operations. City Council will also discuss City Code changes related to recreational marijuana.

Brian Craig, Planning Manager, reviewed that proposed amendments that were presented to City Council in December. This update is specific to marijuana and particularly Sections 1 and 13 of the Zoning Ordinance. This update will address the recently approved ballot initiative, Proposition 207, related to marijuana establishments. Staff utilizes the term "marijuana establishments;" however, this is commonly referred to as “recreational marijuana”. The amendments will clarify restrictions for all marijuana-related uses and operations within the City.

Section 1:

- Changes include the removal of the definition for “medical marijuana cultivation location” and create a new definition for “marijuana establishments”. The definition of cultivation is folded into the new definition for marijuana establishments (recreational marijuana).

Section 13:

- Changes include changing the title from “medical marijuana uses” to “marijuana uses” to be more encompassing. The same change is made to Subsection 1301, related to the purpose and applicability of that chapter, which also pertains to marijuana establishments.

- Subsection 1302 will be expanded in terms of location restrictions for uses within the City. New language will prohibit new stand-alone marijuana establishments but will allow dual licensing with existing medical marijuana locations. It maintains the existing zoning code, including a 2,000-foot separation from other similar facilities, substance abuse treatment facilities, schools, childcare, public libraries, parks, churches and places of worship.
- Subsection 1303 addresses cultivation restrictions and mirrors existing language. Floor area limitations were added; however, none of the area requirements have changed from existing code.
- Subsection 1304 addresses qualified patients and caregiver.
- Subsection 1305 provides language on cultivation restrictions.
- Subsections 1306 and 1307 address operational restrictions for dispensaries and establishments. Operational hours are 9:00 a.m. to 8:00 p.m. Requirements address security protocols and ancillary sales prohibitions on tobacco and marijuana-infused products.

Mayor Weise stated that the amendments appear to be very similar to what other cities are doing and asked whether it was part of an initiative created by the League of Arizona Cities and Towns. Mr. Craig could not speak to whether it was in conjunction with the League of Arizona Cities and Towns; however, the City Attorney's Office worked with colleagues in other communities to develop consistent language. Mayor Weise stressed the importance of consistency across the Valley.

Mr. Montoya stated there are some outliers in the West Valley, but the City is consistent with previous regulations. He noted regulations are different in the East Valley.

Nicholle Harris, City Attorney, stated amendments to the City Code are located in Chapter 15 and will be brought forward for consideration at the next Council meeting. Proposition 207 was approved as a voter initiative and cannot be changed without 3/4 approval of legislature or through a new voter initiative. It went into effect on November 30, 2020, making it legal to possess and use marijuana in the state. The retail sales portion is not yet in effect as the state waits for the Department of Health Services to issue final rules and regulations. Department of Health Services will accept applications on January 19th. Final regulations will be brought for approval by City Council at that time. The new law provides that possession and use of marijuana is legal for those aged 21 or over. It created a new definition of marijuana establishments which covers retail locations, cultivation locations, and manufacturing locations. Medical marijuana dispensaries are permitted to obtain a dual license. The law limits money that comes to cities, in that they may only receive retail sales tax and potential traffic safety grants from the Governor's Office of Highway Safety.

The City of Avondale has the authority to: prohibit marijuana establishments that are not part of a medical marijuana dispensary; prohibit the smoking of marijuana in public places or open space in the same manner as the Smoke-Free Arizona Act; prohibit the

possession and use of marijuana on public property; prohibit marijuana testing facilities; and limit cultivation facilities to medical marijuana dispensaries and marijuana establishments engaging in retail sales of marijuana.

The City of Avondale does not have the authority to: impose additional sales taxes on the sale of recreational marijuana above and beyond their retail sales tax; impose additional fees on marijuana establishments greater than those on medical marijuana dispensaries; regulate most of the operations of marijuana establishments as regulation will be through the Arizona Department of Health Services; prevent a medical marijuana dispensary from operating in conjunction with a retail sales marijuana establishment (dual licensee); and impose more stringent regulations on marijuana establishments than those imposed on medical marijuana dispensaries.

The City participated with the League of Arizona Cities and Towns to develop a model ordinance. The proposed ordinance is based upon the model and is drafted to: limit retail sales marijuana establishments to being operated in conjunction with a medical marijuana dispensary; prohibit use of marijuana in a motor vehicle while operating the motor vehicle; prohibit use and possession of marijuana on the property of all political subdivisions; prohibit marijuana testing facilities; limit medical marijuana dispensaries and retail sales marijuana establishments to one associated cultivation marijuana establishment; and prohibits location of social equity licensees authorized by the new state initiative.

Potential marijuana-related problems were identified as follows:

- Minor in possession penalty for marijuana is a civil citation or petty offense, which differs from the penalty for alcohol.
- Marijuana impaired operators of motor vehicles, unlike alcohol, there is no breathalyzer type test that measures marijuana intoxication.
- There are additional costs to the City as the City will have to maintain separate records in the police department of prior marijuana offenses and the City will have to handle expungement of convictions incurred prior to the new law.
- Possible creation of marijuana lounges where individuals bring in their marijuana edibles and products and exchange them with each other.
- Possible creation of marijuana clubs where individuals pay a small gratuity and come together to use marijuana.

Council Member Kilgore thanked Ms. Harris for the presentation and inquired on how Avondale's recreational marijuana stipulations differ from other cities. Specifically, he asked if Avondale's proposed Ordinance is consistent with others within the state. Ms. Harris confirmed that Avondale's proposed ordinance is consistent with other cities in the state. She explained that most of the cities have adopted the same model ordinance and those cities who have adopted the dual license provision are adopting the same information. Council Member Kilgore was happy to see that previous marijuana convictions will be expunged, and he inquired on the outreach to the convicted notifying them of the expungement process. Ms. Harris explained she believes the onus is on the

convicted to contact the court and not the City, and she invited Steve Kemp, Assistant City Attorney, to discuss further. Steve Kemp, Assistant City Attorney, explained the expungement process will be handled through regulations issued by the Arizona Supreme Court later in 2021.The Arizona Supreme Court will promulgate a formal process for all courts to follow. Council Member Kilgore asked whether hours of operation are changing in other cities. Ms. Harris said that the law requires consistency with medical marijuana dispensary hours, but she is unsure of the hours of other cities. Council Member Kilgore asked whether the City plans to produce an educational pamphlet for schools in the City. Mr. Montoya said that staff is waiting for the Department of Health Service to finish rule writing. Once Council makes a formal decision on passage of the new regulations, schools will be notified and will be required to pass similar ordinances to be in line with the city and state regulations. Council Member Kilgore would like staff to reach out to the schools to ensure all have the same understanding of the new regulations.

Council Member Nielson echoed Council Member Kilgore's comments regarding communicating with the schools within the community. In reference to the provisions regarding open spaces, he asked whether it applies to parks in HOAs. Ms. Harris said she believes this would be covered under the Smoke-Free Arizona Act as a public place. In addition, the open spaces definition in the new law is very specific, prohibiting use in public parks, public sidewalks, public thoroughfares and public walkways. Council Member Nielson inquired if a backyard would be covered. Ms. Harris explained that the regulations do not cover private property.

Council Member Conde inquired if signs within public areas would be updated. Ms. Harris confirmed that there will be signs similar to the existing no smoking signs.

Council Member Pineda sought interest on how driving under the influence of marijuana will be handled by law enforcement in accident cases. Mayor Weise asked Mr. Montoya to provide information on this topic at an upcoming meeting, in terms of what other states have learned in the process. Mr. Montoya said that from his experience in Colorado and California, where marijuana became legal, there are indications that problems remain. Drivers must be tested, and each county adopts its own regulations. Commercial drivers under the influence of marijuana will lose their commercial license, as these are issued by the federal government. Public employers must adopt administrative procedures for employees who drive vehicles owned by the employer.

In response to a question from Council Member Dennis, Ms. Harris confirmed that Avondale's existing medical dispensary would have to apply for a dual license to sell recreational marijuana. Mr. Montoya confirmed that medical marijuana dispensaries inevitably apply for the dual license in an effort to compete with recreational businesses. In response to a question from Council Member Dennis, Ms. Harris confirmed that they would be allowed to be affiliated with one cultivation facility, but not a manufacturing location. In response to a question from Council Member Dennis, Ms. Harris confirmed that Avondale is placing a limit of one dual license business in the City. Mr. Montoya

added that staff is not recommending expansion of the zoning for such businesses at this time. In response to a question from Council Member Dennis, Mr. Montoya said the City's sales tax rate is 2.5 percent. There was no tax on medical marijuana; however, there will be applicable tax for recreational marijuana.

In response to a question from Vice Mayor Malone, Ms. Harris confirmed that hours of operation for such facilities are regulated within the City's land use regulations, with the hours being 9:00 a.m. to 8:00 p.m. Mr. Montoya added that the hours were changed by City Council a year and a half ago and upon further discussion, Council requested that no further changes to business operations be made. In response to a question from Vice Mayor Malone, Mr. Montoya stated that once the ordinance is approved by Council, signage in the parks and relative places in the City will be amended to reflect the changes. The code numbers will change, as they will be under the purview of the police department.

Mayor Weise referenced the number of plants an adult can grow at home and how enforcement on complaints will be addressed. Mr. Montoya said that according to the law, each adult is able to grow six plants. A household with three adults is technically able to cultivate 18 plants. Laws are continually clarified and amended. Many of the enforcement aspects are still developing in many states. Mayor Weise stated that for now, while the City should not have a hands-off approach, it should be complaint-based. Mr. Montoya commented that other issues of enforcement include who will enforce complaints, the local police department or the county.

Note from the City Clerk: Council Member Dennis left the online meeting at 7:31 pm and joined the meeting again at 7:39 pm.

3. SOUTHERN AVONDALE DEVELOPMENT DISCUSSION

City Council will discuss a City initiated master land use plan concept for Southern Avondale; the municipal planning area south of the Maricopa County Estrella Mountain Regional Park. The planning area is generally bounded by the road alignments of Litchfield Road on the west, south of Pecos Road on the north (south of Phoenix Raceway), 99th Avenue on the east, and Patterson Road on the south (south of Hunt Highway). The master land use plan concept provides a balanced land use vision to support future growth within this underdeveloped region of the City.

Mr. Montoya reviewed that with the assistance of the Gila River Indian Community, City Council made a decision approximately a year and a half ago to purchase right-of-way through the southern Litchfield area. This is a long-term view and growth plan that City Council wanted to bring back for discussion. The right-of-way opened the City to another 50.2 square miles in the southern area of growth for Avondale on the other side of Estrella.

Jodie Novak, Assistant Director of Development and Engineering Services, presented a master plan concept to potentially be developed south of the Estrella Mountain Range. The City has partnered with consulting group, Norris Design, which is also the company

that assisted the City on a specific plan for the Historic Avondale Area as well as specialized exhibits for The BLVD.

Alan Beaudoin with Norris Design listed the purpose and goals of the project. The purpose was to develop a plan with an appropriate mix of land use densities and intensities, including a resort element. A goal was to draw year-round residents and tourism activities in relation to the Phoenix Raceway events. Future transportation, street connectivity and utility infrastructure were evaluated.

The current General Plan Land Use Area represents approximately 38,000 acres within the southern area. The northern area represents Estrella Regional Park, a significant open space element within the planning area. The current plan includes two land uses outside of the open space as very low density residential and modest commercial.

Mr. Beaudoin discussed the current constraints and opportunities. The mountain range includes rough terrain and significant drainage ways related to the watershed. Property ownership includes a large county park that was established in 1953, the Sierra Estrella Wilderness that was established in 1990, and State Trust land. The Gila River Indian Community land was an acquisition with 150 feet on the western edge set aside for a future roadway connection. It is anticipated that there will be an extension of the Loop 303 Freeway south of Interstate 10 through the Goodyear Planning Area. It is the goal of the Arizona Department of Transportation to connect with Interstate 8 in the future.

The proposed plan includes extensive open space, including the holdings of the county park and the Bureau of Land Management's extensive holdings in the Sierra Estrella Wilderness. A proposed resort location was identified, which will potentially accommodate golf, a conference center, and other amenities such as hotel, residential, villas and hotel condominiums. There are six categories for residential land use with the potential for 86,000 units at buildout. Existing and proposed land uses were reviewed.

Mayor Weise agreed with the presentation of the proposed resort location as well as the home and business densities. He was in favor of the land uses for low density residential estates as a vision not offered in other areas of Avondale. He asked whether Litchfield Road will be the only access point from the northern part of the city. Mr. Montoya confirmed at this time, it is the only access point as there are some dirt roads that run from the west.

Council Member Nielson inquired if people are living in the area. Mr. Montoya stated there is little to no development in that area at the current time. He confirmed landowners are required to pay property taxes to the County.

Council Member Conde said she is excited about the potential of a resort coming to Avondale, as well as the possibility of a different type of housing that is needed within the west valley.

Council Member Pineda concurred with the others that it will be an asset to the community and was excited to have even more diverse housing options.

In response to a question from Mayor Weise, Ms. Novak stated that staff is aware of three master planned communities a few miles west of the area in Goodyear.

Council Member Dennis agreed that the expansion of growth will be a benefit to the City, in terms of a resort element and new housing options.

Vice Mayor Malone concurred with other Council comments, noting that the resort will complement the anticipated growth in the area.

Mayor Weise noted that this project might need minor tweaks but as projects move forward, necessary changes will be made.

In conclusion, Ms. Novak presented next steps for the project to include future meetings with the City of Goodyear to discuss their master planned community plans and with the Arizona Department of Transportation to discuss the loop 303 freeway expansion.

Mayor Weise requested the next presentation on the topic to include school district information, Goodyear master planned communities, water/sewer infrastructure costs, and bridge details.

4. ADJOURNMENT

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

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

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

Meeting adjourned at 7:54 p.m.

A **Regular Meeting** of the City Council of the City of Avondale, Arizona was convened using the Zoom Cloud Meeting platform in open and public session at 7:55 p.m. All participants attended by phone or video.

Mayor Kenn Weise led the Pledge of Allegiance, followed by a moment of silent reflection in remembrance of Ron Burns, former Tempe Police Chief, who passed away recently.

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

Members Absent: None.

Other Municipal Officials Present: Charles Montoya, City Manager; Gina Montes, Assistant City Manager; Tracy Stevens, Deputy City Manager; Cherlene Penilla, Deputy City Manager; Nicholle Harris, City Attorney; Marcella Carrillo, City Clerk; Kirk Beaty, Public Works Director; Ken Chapa, Economic Development Services Director; Lindsey Duncan, Finance and Budget Director; Bryan Hughes, Parks and Recreation Director; Chris Lopez, Neighborhood and Family Services Director; Callie McGraw, Interim Human Resource Director; Kevin Murphy, Development and Engineering Services Director; Dale Nannenga, Police Chief; Jeffrey Scheetz, Chief Information Officer; and Pier Simeri, Marketing and Public Relations Director.

Audience: One members of the public was present.

1. ROLL CALL AND STATEMENT OF PARTICIPATION BY THE CITY CLERK

2. UNSCHEDULED PUBLIC APPEARANCES

None.

3. 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. Having no requests from Council, motion was made by Council Member Nielson, seconded by Council Member Kilgore, to approve the Consent Agenda.

Upon vote, the motion carried unanimously 7 to 0.

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

a. BUDGET TRANSFER FOR THE HISTORIC AVONDALE STREET PHASE 1 PROJECT

City Council approved a budget transfer in the amount of $600,000 from the Fairway Drive Construction CIP account to the Historic Avondale Construction account for the construction of the Phase I Project, and authorized staff to take the necessary action to complete the budget transfer.

b. FINAL PLAT OF VERDE TRAILS UNIT I, PARCELS 1 AND 2 (APPLICATION PL-20-0126)

City Council approved a request by Mr. Paul Haas, HILGARTWILSON, LLC, for approval of a Final Plat for Parcels 1 and 2 of Verde Trails Unit I. Consistent with the Preliminary Plat approved by City Council in August 2018, the proposed Final Plat will create 152 single-family residential lots, fifteen (15) common area tracts, and dedicate streets and easements on approximately 35.25 gross acres located approximately 1,500 feet west of the northwest corner of 107th Avenue and Broadway Road.

c. RESOLUTIONS 1001-0121 AND 1002-0121 – MAINTENANCE IMPROVEMENT DISTRICT FOR VERDE TRAILS UNIT I, PARCELS 1 AND 2

City Council (a) approved the Petition for Formation; (b) adopted Resolution 1001-0121 declaring its intention to form the City of Avondale Maintenance Improvement District No. 21, Verde Trails Unit I, Parcels 1 and 2, providing for the assessment; (c) adopt Resolution 1002-0121 declaring its intention to order the improvements within the newly established maintenance improvement district, providing for the assessment; (d) declare an emergency; and (e) authorized the Mayor, City Attorney and City Clerk to execute the necessary documents.

d. ORDINANCE 2001-0121 - DEDICATION OF A PERPETUAL EASEMENT TO THE UNITED STATES OF AMERICA AT 99TH AVENUE AND INDIAN SCHOOL ROAD

City Council adopted Ordinance 2001-0121, dedicating a Perpetual Easement to the United States of America at 99th Avenue and Indian School Road and authorized the Mayor, City Attorney and City Clerk to execute the necessary documents.

e. ORDINANCE 2002-0121 - AMENDING CITY CODE, CHAPTER 25 - ADMINISTRATION

City Council adopted Ordinance 2002-0121, amending chapter 25 of the City Code pertaining to city administration and authorized the Mayor, City Attorney and City Clerk to execute the necessary documents.

4. REGULAR AGENDA

a. COUNCIL APPOINTMENTS TO REGIONAL AND LOCAL BOARDS, COMMISSIONS, AND COMMITTEES

City Council considered a request to appoint members of the City Council to various regional and local boards and committees.

Ms. Montes guided the discussion and presented current appointments.

Council Member Pineda moved to approve the below appointments as discussed; Council Member Nielson seconded the motion.

- Mayor Weise was appointed to the following:
  - MAG Transportation Policy Committee
  - MAG Regional Council
  - MAG Regional Council – Executive Committee
  - Greater Phoenix Economic Council – Board of Directors

- Vice Mayor Malone was appointed to the following:
  - Valley Meter RPTA Board of Directors
  - Maricopa County Human Services Commission*
  - City of Avondale's Council Subcommittee on the Contributions Assistance Program for a three-year term

    **Vice Mayor Malone noted that the City of Tolleson is currently representing on the Maricopa County Human Services Commission, requesting staff to reapply.*

- Council Member Nielson was appointed to the following:
  - AZ Municipal Water Users Association
  - Southwest Lending Closet
  - City of Avondale's Council Subcommittee on the Contributions Assistance Program for a three-year term
  - Community Advisory Group – Phoenix/Goodyear Airport Superfund Site

- Council Member Kilgore was appointed to the following:
  - Luke West Valley Council
  - City of Avondale's Council Subcommittee on Boards and Commissions
  - City of Avondale's Risk Management Trust Board
  - City of Avondale's Workers' Compensation Trust Fund Board

- Council Member Pineda was appointed to the following:

  - WESTMARC Board of Directors
  - MAG Economic Development Council
  - City of Avondale's Council Subcommittee on Boards and Commissions
- Council Member Conde was appointed to the following:
  - MAG Human Services Coordinating Committee
  - Interfaith Council
  - City of Avondale's Council Subcommittee on the Contributions Assistance Program for a three-year term

- Council Member Dennis was appointed to the following:
  - City of Avondale's Council Subcommittee on Boards and Commissions

- Ken Chapa, Director of Economic Development, was appointed to the following:
  - SW Valley Chamber of Commerce BOD

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

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

5. ADJOURNMENT

There being no further business before the Council, Council Member Pineda moved to adjourn the Regular Meeting; Council Member Nielson seconded the motion.

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

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

Meeting adjourned at 8:07 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 Installation of City Council, Special Meeting, Work Session and Regular City Council of the Council of the City of Avondale held on the 4th day of January 2021. I further certify that the meeting was duly called and held, and that the quorum was present.

_____ _____
Marcella Carrillo, City Clerk Date Approved by City Council

Item Number: 4.b.

CITY COUNCIL REPORT

SUBJECT: Appointment to the Volunteer Fire Department Pension Board

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Marcella Carrillo, City Clerk, (623) 333-1214

THROUGH: Cherlene Penilla, Deputy City Manager, (623) 333-1015

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:

City Council will consider a request to approve the appointment of Dale Nannenga, Police Chief, to the Volunteer Fire Department Pension Board. The Council will take appropriate action.

BACKGROUND:

Arizona State Statute §9-954, requires that a Chief serve as an appointed board member on the Volunteer Fire Department Pension Board.

As required in the City Council Rules of Procedures, the City Clerk emailed Chief Nannenga, notifying him of the recommendation. The email also stated that the recommendation would be presented to the City Council as a scheduled Agenda item.

DISCUSSION:

If approved, Chief Nannenga will be a Regular Board Member for an term to follow his employment with the City of Avondale.

The City Clerk's Office is required to set the annual meeting of the Volunteer Fire Department Pension Board by March 31st.

BUDGET IMPACT:

This item has no budget impact.

RECOMMENDATION:

Staff is recommending that the Council appoint Dale Nannenga as a Board Member to the Volunteer Fire Department Pension Board.

Item Number: 4.c.

CITY COUNCIL REPORT

SUBJECT: Liquor License - Series 12 (Restaurant) - Trapper's Sushi Co

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Marcella Carrillo, City Clerk, (623) 333-1214

THROUGH: Cherlene Penilla, Deputy City Manager, (623) 333-2214

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:

City Council will consider a request to recommend approval to the Arizona Department of Liquor License and Control of an application for a Series 12 (Restaurant) liquor license submitted by Jason Reyna for the sale of alcohol at Trapper's Sushi Co located at 10321 West McDowell Road, Suite A101, in Avondale and authorize the City Clerk to execute the necessary documents. The Council will take appropriate action.

BACKGROUND:

Trappers Sushi Co, a new restaurant specializing in sushi, is proposed in the Park 10 development. The restaurant will be located approximately 240 feet west of the southwest corner of McDowell Road and 103rd Avenue, on the east endcap of the "Shops A" building, a space formerly occupied by Rubio's. Issuance of a new Series 12 (Restaurant) liquor license is required to allow alcohol sales on the premises.

Series 12 (Restaurant) liquor licenses are exempt from state-mandated 300-foot separation requirement from churches, schools, or fenced school recreational areas.

The General Plan designates the property as Freeway Commercial and the current zoning is the Park 10 Planned Area Development (PAD), which allows for custom uses including restaurants. Restaurant uses are compatible with both the Freeway Commercial General Plan designation and the PAD zoning.

DISCUSSION:

Staff has received an application from Jason Perry Paul Geronimo Reyna for the sale of alcohol at Trapper's Sushi Co located at 10321 W. McDowell Road, Suite A101, in Avondale.

The fees in the amount of $1350 have been paid in full.

As required by state law and city ordinance, the application was posted for the required period of time at 10321 W. McDowell Road, Suite A101, beginning on January 12, 2021.

The Arizona Department of Liquor License and Control has accepted the submitted application as complete. The Police, Fire, Development Services and Finance Departments have reviewed the application and are

recommending approval. Their comments are attached.

BUDGET IMPACT:

Fees of $1,350 have been paid in full.

RECOMMENDATION:

Staff is recommending City Council recommend approval to the Arizona Department of Liquor License and Control of an application for a Series 12 (Restaurant) liquor license submitted by Jason Reyna for the sale of alcohol at Trapper's Sushi Co located at 10321 W. McDowell Road, Suite A101, in Avondale.

State of Arizona
Department of Liquor Licenses and Control

Created 01/06/2021 @ 09:29:55 AM

Local Governing Body Report

LICENSE

Number:		Type:	012 RESTAURANT
Name:	TRAPPER'S SUSHI CO AVONDALE		
State:	Pending		
Issue Date:		Expiration Date:	
Original Issue Date:			
Location:	10321 W MCDOWELL ROAD AVONDALE, AZ 85392 USA		
Mailing Address:	718 GRIFFIN AVENUE #940 ENUMCLAW, WA 98022 USA		
Phone:	(360)802-6980		
Alt. Phone:	(253)777-2644		
Email:	ADMIN@TRAPPERSSUSHI.COM		

AGENT

Name:	JASON PERRY PAUL GERONIMO REYNA
Gender:	Male
Correspondence Address:	718 GRIFFIN AVENUE #940 ENUMCLAW, WA 98022 USA
Phone:	(253)777-2644
Alt. Phone:	
Email:	ADMIN@TRAPPERSSUSHI.COM

OWNER

Name:	TRAPPERS SUSHI CO. AVONDALE		
Contact Name:	JASON PERRY PAUL GERONIMO REYNA		
Type:	CORPORATION		
AZ CC File Number:	23154352	State of Incorporation:	AZ
Incorporation Date:	12/01/2020		
Correspondence Address:	718 GRIFFIN AVENUE #940 ENUMCLAW, WA 98022 USA		
Phone:	(253)777-2644		
Alt. Phone:			
Email:	ADMIN@TRAPPERSSUSHI.COM		

Officers / Stockholders

Name:	Title:	% Interest:
TRAPPER JAMES OKEEFFE	President/ DIRECTOR/STOCKHOLDER	100.00

TRAPPERS SUSHI CO. AVONDALE - President/ DIRECTOR/STOCKHOLDER

Name:	TRAPPER JAMES OKEEFFE
Gender:	Male
Correspondence Address:	718 GRIFFIN AVENUE #940 ENUMCLAW, WA 98022 USA
Phone:	(253)255-2086
Alt. Phone:	
Email:	TRAPPER@TRAPPERSSUCHI.COM

APPLICATION INFORMATION

Application Number: 134899
Application Type: New Application
Created Date: 01/06/2021

Abby

QUESTIONS & ANSWERS

012 Restaurant

1) Are you applying for an Interim Permit (INP)?
   No
2) Are you one of the following? Please indicate below.
   Property Tenant
   Subtenant
   Property Owner
   Property Purchaser
   Property Management Company
   TENANT
3) Is there a penalty if lease is not fulfilled?
   Yes
   What is the penalty?
   TERMINATION OF LEASE
4) Is the Business located within the incorporated limits of the city or town of which it is located?
   Yes
5) What is the total money borrowed for the business not including the lease?
   Please list each amount owed to lenders/individuals.
   $0.00
6) Is there a drive through window on the premises?
   No
7) If there is a patio please indicate contiguous or non-contiguous within 30 feet.
   contiguous
8) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
   Yes
   If yes, what is your estimated completion date?
   02/15/2021

'21 JAN 6 Liqr. Lic. AM 9:40

PLAN LEGEND

- EXISTING WALL OR PARTITION TO REMAIN
- EXISTING LADDER TO REMAIN
- EXISTING WALL OR PARTITION TO BE REMOVED
- NEW 4-HR. NON-BEARING WALL - 6 GA. STL STUDS @ 16" O.C. 5/8" GYP. BD. EACH SIDE, MADE FIN IN BLACK PAINT. VERIFY W/ OWNER PRIOR TO CONTRACTING
- NEW PORT WALL AT DOORWAY - NOT INTERIOR ELEVATIONS
- EXISTING DOOR TO REMAIN

SYMBOL LEGEND

1. NEW KITCHEN EQUIPMENT AT NAMI BAR - SEE KEC DRAWINGS AND SCHEDULES
2. CUT ROOM END OF EXISTING BASE CABINET (SEE DETAIL 3/A2.1) EXTEND NEW END OF CABINET TO WALL, RE-FINISH ALL EXPOSED SURFACES. VERIFY CABINET FINISHES WITH TENANT. COUNTER TO BE 34"
3. NEW BEER TAPS - SEE KEC DRAWINGS FOR NO. OF LINES TERMINATION, ETC.
4. EXISTING WALK-IN FREEZER / COOLER TO REMAIN. REFER TO KEC DRAWING FOR ANY WORK ON THIS EQUIPMENT
5. EXISTING HOOD SYSTEM AND CLEANING LIGHT CAN TO REMAIN
6. EXISTING BUILDING SPRINKLER RISER, ELECTRICAL, ROOF ACCESS, ROOF A.C.
7. EXISTING UNISEX RESTROOM TO REMAIN. ALL ACCESSORIES TO REMAIN. VERIFY FINISHES WITH TENANT PRIOR TO BID
8. EXISTING OUTDOOR DINING AREA TO REMAIN. NO WORK
9. EXISTING EXTERIOR BUILDING CANOPY TO REMAIN. CLEAN & REGO
10. NEW SURFACE MOUNTED FIRE EXTINGUISHER. FOR SURFACE NOT TO EXCEED 24" AFF. PROVIDE STRAPPER CONSTRUCTION. VERIFY QUANTITY AND LOCATION WITH
11. NEW ELEC. OUTLET FOR NEW REFRIGERATOR EQUIPMENT. SEE KEC DWGS. VERIFY EXACT LOCATION, TYPE, AND REFER WITH KEC
12. NEW WIRE RACK SHELVES FOR TAKE OUT ORDERS. SEE KEC DWGS
13. PROVIDE ACCESSIBLE SEATING IN ACCORDANCE WITH IBC AND OUTLINED PER CURRENT EDITION. THE TOPS OF THE DINING SURFACES SHALL BE 28 TO 34 AND 34 MAX AFF. PROVIDE QUANTITY AS FOLLOWS

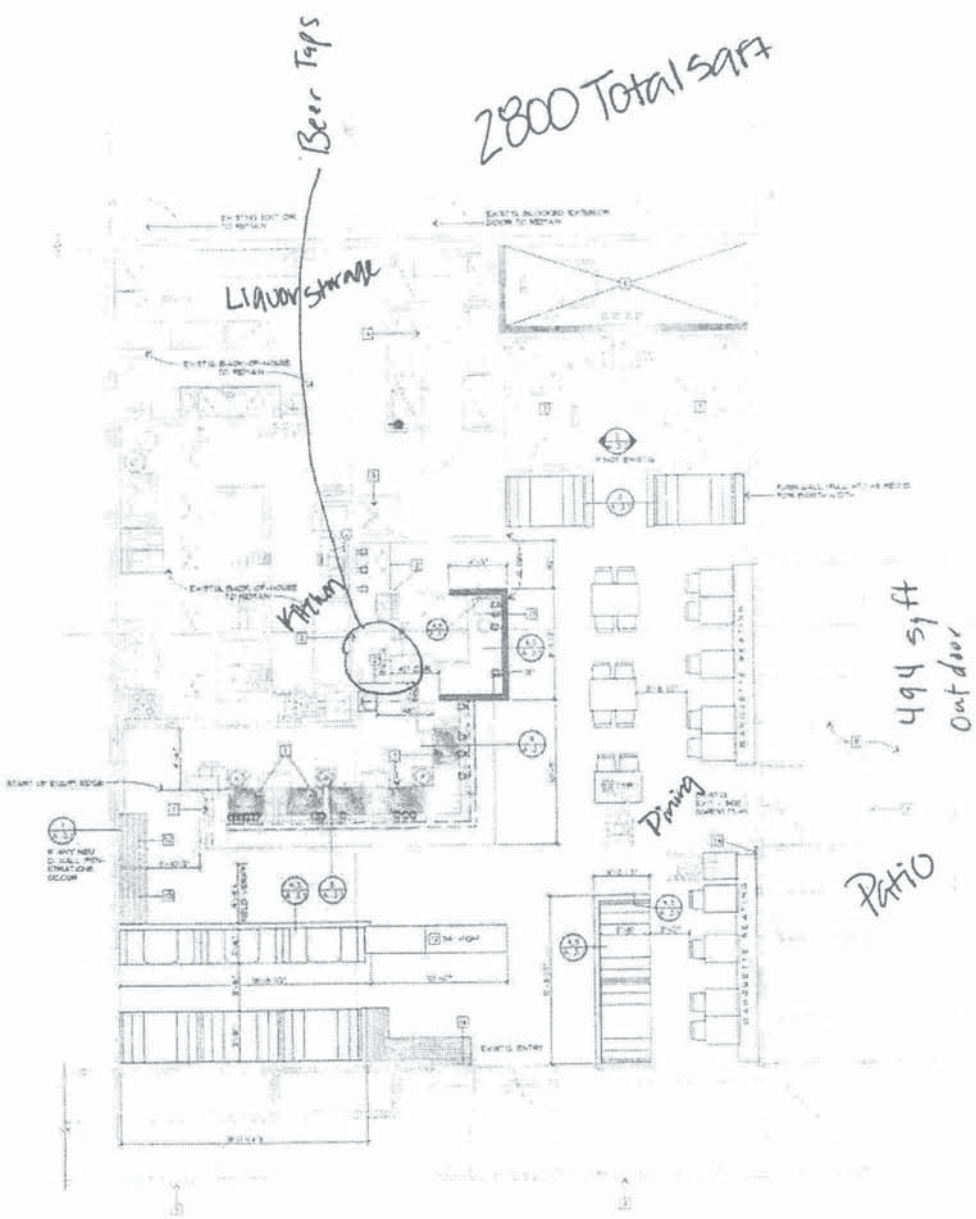
CAPACITY IN SEATING	FIN REQD. NUMBER OF WHEELCHAIR SPACES
4-25	1
26-50	2
51-75	3
76-100	4

FLOOR PLAN NOTES

1. ALL EXISTING DOORS AND DOOR HARDWARE TO REMAIN. ALL HOUR IS ADA COMPLIANT PER PREVIOUS PERMIT 5-9-0001
2. SEE SIGNAGE PLAN FOR SITE AND BUILDING PLAN OF TRAVEL
3. SEE KEC FOR ALL MECHANICAL LOCATIONS
4. VERIFY ALL FINISHES, HARDWARE, DOORS, PACKAGE, ETC. W/ TENANT PRIOR TO SUBMITTING BID
5. ALL EXISTING & NEW PLAN SIGNAGE MUST BE READILY ACCESSIBLE
6. PROVIDE DALI PRIZER FOR NEW WALL FIXTURES. VERIFY QUANTITY AND LOCATIONS W/ TENANT PRIOR TO BID

LIGHTING NOTES

1. ALL EXISTING LIGHTING, INCLUDING EMERGENCY LIGHTING, EXIT SIGNS, NIGHT LIGHTS, ETC. TO REMAIN NOW.
2. NEW PENDANT LIGHTING ABOVE SUSHI BAR TBD.



1 FLOOR PLAN

NOT FOR CONSTRUCTION

GAMA
BA MILLER ARCHITECTURE
W DEL PRADO
LAKE OSWEGO, OREGON 97035
503.636.7676
503.636.8626 FAX

CONSULTANTS

GENERAL CONTRACTOR

TRAPPER'S SUSHI T.I.
10321 W. McDOWELL RD.
AVONDALE, ARIZONA

OWNER
TRAPPER'S SUSHI CO.

FLOOR PLAN

A 2.3

PLAN LEGEND

- EXISTING WALL - NO PARTITION TO REMAIN
- EXISTING DOOR TO REMAIN
- EXISTING WALL - NO PARTITION TO BE REMOVED
- NEW 4'-0" HIGH SCREEN WALL - 18 GA. HTL STEEL 8" x 1" CC W/ 6" x 6" X 1/8" BD. EACH SIDE. 1/8" DIA. BLACK PAINT. VERIFY HT. W/ OWNER PRIOR TO DRAWING
- NEW FURR WALL AT INTERIOR - SEE INTERIOR ELEVATIONS
- EXISTING DOOR TO REMAIN

SYMBOL LEGEND

1. NEW KITCHEN EQUIPMENT AT SUSHI BAR - SEE K.E.C. DRAWINGS AND SCHEDULES
2. CUT SOUTH END OF EXISTING BASE CABINET (TBD) DEMO SINK (EXTEND NORTH END OF CABINET TO WALL. RE-FINISH ALL EXPOSED SURFACES. VERIFY CABINET FINISHES WITH TENANT. COUNTER TO BE 3.5
3. NEW INDEX TAPE - SEE K.E.C. DRAWINGS FOR NO. OF LINES. TERMINATION, ETC.
4. EXISTING WALK IN FREEZER + COOLER TO REMAIN. REFER TO K.E.C. DRAWING FOR ANY WORK FOR THIS EQUIPMENT.
5. EXISTING POT SINK AND CLEANING CHEMICALS TO REMAIN
6. EXISTING BUILDING SPRINKLER, PANEL, ELECTRICAL, ROOF ACCESS, ROOF, ETC.
7. EXISTING UNISEX RESTROOM TO REMAIN. ALL ACCESSORIES TO REMAIN. VERIFY FINISHES WITH TENANT PRIOR TO BID.
8. EXISTING OUTDOOR DINING AREA TO REMAIN NO WORK.
9. EXISTING EXTERIOR BUILD NO CANOPY TO REMAIN. CLEAN IT REQ'D.
10. NEW CUSTOM FROZE NORTHAMERICA STYL TYP. SURFACE NOT TO EXCEED 24 AFF. PROVIDE DATA/POWER CONNECTIONS. VERIFY QUANTITY AND LOC. W/ TENANT
11. NEW ELEC. OUTLET FOR NEW REFRIGERATOR EQUIPMENT. SEE K.E.C. DWGS. VERIFY EXACT LOCATION, TYPE, AND NEMA WITH K.E.C.
12. NEW WIRE SHOWSHELVES FOR TAKE OUT ORDERS. SEE K.E.C. DWGS.
13. PROVIDE ACCESSIBLE SEATING IN ACCORDANCE WITH ICC/ ANSI STANDARDS PER CURRENT EDITION. THE TYPE OF THE DINING SURFACES SHALL BE 28" TOP, AND 34" MAX. AFF. PROVIDE QUANTITY AS FOLLOWS:

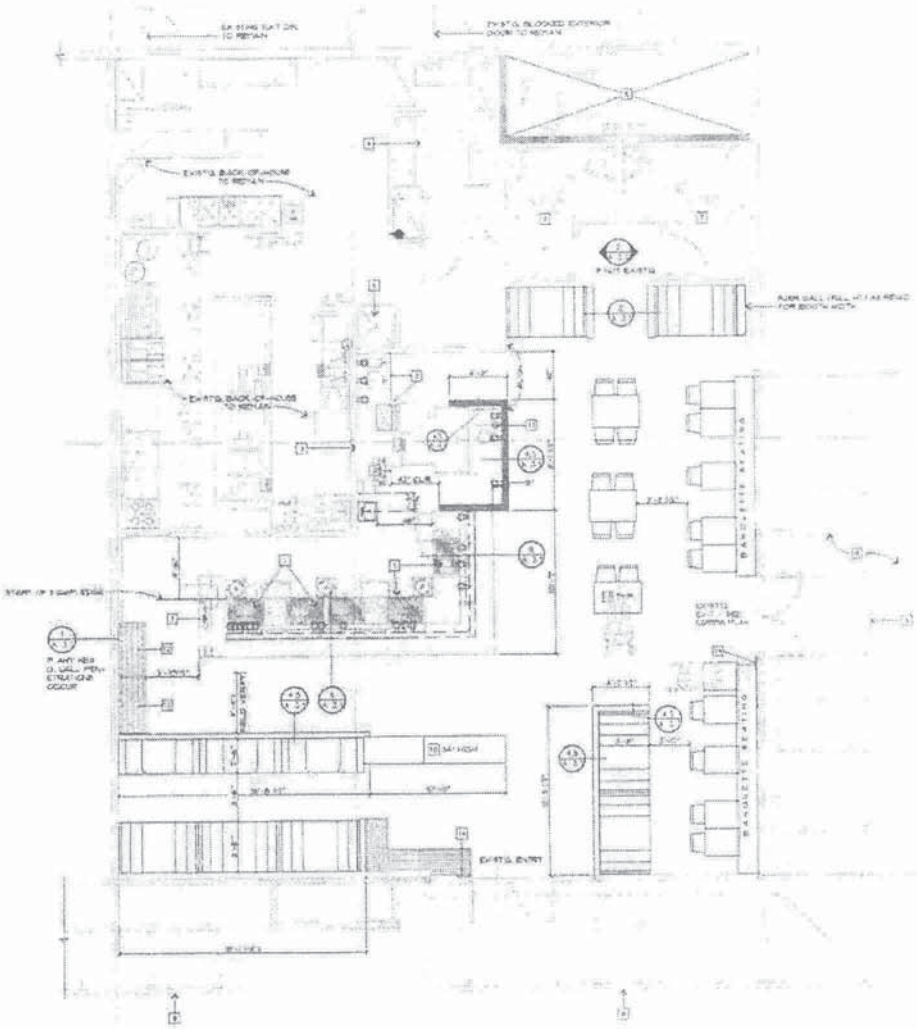
CAPACITY IN SEATING:	MIN. REQ'D NUMBER OF WHEELCHAIR SPACES
4-25	1
26-50	2
51-100	4
101-300	5

FLOOR PLAN NOTES

1. ALL EXISTING DOORS AND DOOR HARDWARE TO REMAIN. ALL HOUR IS ADA COMPLIANT PER PREVIOUS PERMIT 505-001
2. SEE EGRESS PLAN FOR EXITS AND EMERGENCY PATH OF TRAVEL
3. SEE K.E.C. DWGS FOR ALL NEW BACKING LOCATIONS.
4. VERIFY ALL FINISHES, ARTWORK, DECOR PACKAGE, ETC. W/ TENANT PRIOR TO SUBMITTING BID
5. ALL EXISTING + NEW FUR. SHALL MUST BE READILY ACCESSIBLE
6. PROVIDE DATA + POWER FOR NEW WALL MTD. TV'S / VERIFY QUANTITY AND LOCATIONS W/ TENANT PRIOR TO BID.

LIGHTING NOTES

1. ALL EXISTING LIGHTING, INCLUDING EMERGENCY LIGHTING, STROBES, NIGHT LIGHTS, ETC. TO REMAIN NON.
2. NEW PENDANT LIGHTING ABOVE SUSHI BAR TBD.



1 FLOOR PLAN

NOT FOR CONSTRUCTION

BAMA
BA MILLER ARCHITECTURE

TRAPPER'S SUSHI T.I.
10321 W. McDOWELL RD.
AVONDALE, ARIZONA

OWNER:
TRAPPER'S SUSHI CO.

FLOOR PLAN

A 2.3

PLAN LEGEND

EXISTING WALL OR PARTITION TO REMAIN

EXISTING WINDOW TO REMAIN

EXISTING WALL OR PARTITION TO BE REMOVED

NEW 6'-0" HIGH SCREEN WALL - 3 GA HTL STUDS @ 16" O.C. W 3/4" @ 16" BO. BACK SIDE, NOTE FINISH BLACK PAINT. VERIFY HT W/ OWNER PRIOR TO PRICING

NEW PARTY WALL AT BOOTH - SEE INTERIOR ELEVATIONS

EXISTING DOOR TO REMAIN

SYMBOL LEGEND

1. NEW KITCHEN EQUIPMENT AT BOH - GAS - SEE KEQ. DRAWINGS AND SCHEDULES
2. CUT SOUTHERN SIDE OF EXISTING BAR CABINET TWO DEPTH DISPLAY TOWD NORTH END OF CABINET TO WALL AS IN AL. EXPOSED SURFACES. VERIFY CABINET FINISHES WITH TENANT. COUNTER TO BE SS
3. NEW BEER TAPS. SEE KEQ. DRAWINGS FOR NO OF LINES, TERMINATION, ETC.
4. EXISTING WALK IN FREEZER / COOLER TO REMAIN. REFER TO KEQ. DRAWING FOR ANY WORK FOR THIS EQUIPMENT.
5. EXISTING MOP SINK AND CLEANING CHEMICALS TO REMAIN.
6. EXISTING BUILDING SPRINKLER RISER. ELECTRICAL, ROOF ACCESS ROOF, ETC.
7. EXISTING UNISEX RESTROOM TO REMAIN. ALL ACCESSORIES TO REMAIN. VERIFY FINISHES WITH TENANT PRIOR TO BID
8. EXISTING OUTDOOR DINING AREA TO REMAIN. NO WORK
9. EXISTING EXTERIOR BUILDING CANOPY TO REMAIN. CLEAN IF NEEDED.
10. NEW CONCRETE HORIZONTAL SEAL TOP SURFACE NOT TO EXCEED 1/4" ABOVE FINISHED FLOOR. VERIFY SLIGHT AND LOW SPOTS
11. NEW ELEC. OUTLET FOR NEW REFRIGERATOR EQUIPMENT. SEE KEQ. DWGS. VERIFY EXACT LOCATION, TYPE, AND NEMA CONFIG.
12. NEW WIRE RACKS/SHELVES FOR TAKE OUT ORDERS. SEE FEC DWGS.
13. PROVIDE ACCESSIBLE SEATING IN ACCORDANCE WITH ICC - ANSI GUIDELINES PER CURRENT EDITION. THE TYPES OF THE DINING SURFACES SHALL BE 30" HT. AND 34" MAX. AND PROVIDE QUANTITY AS FOLLOWS:

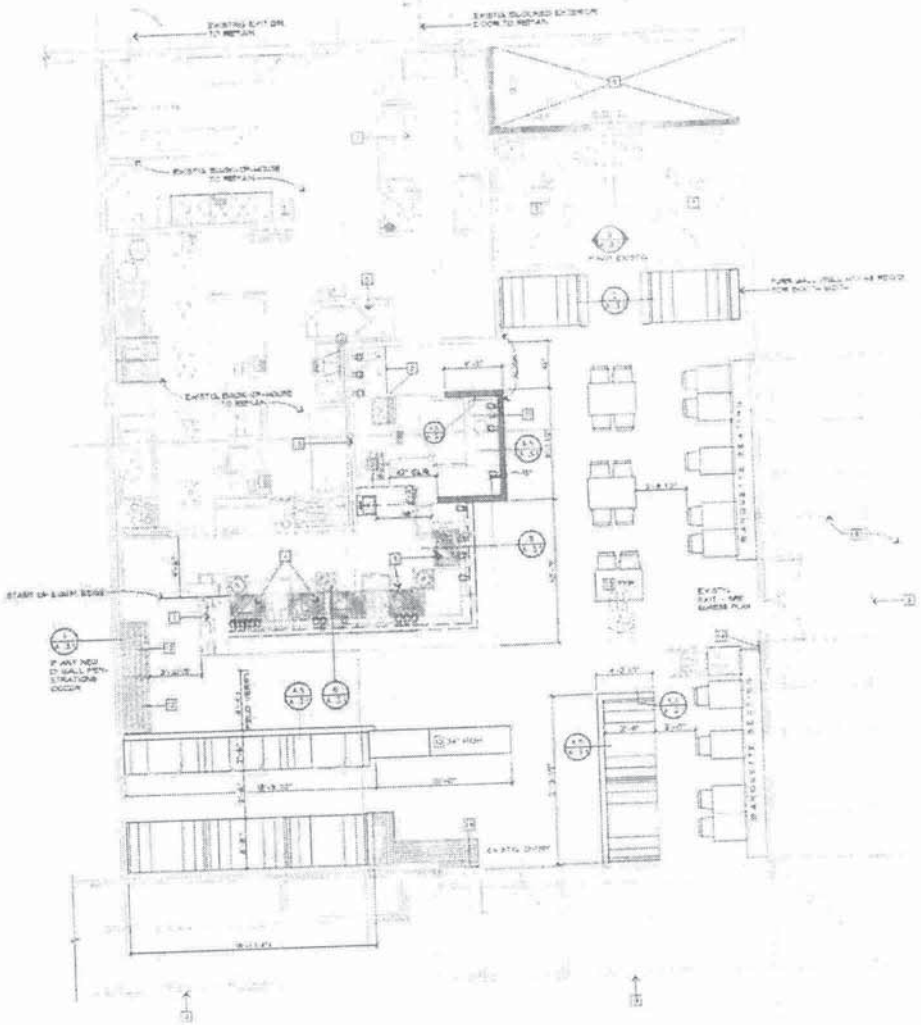
CAPACITY IN SEATING	MINIMUM NUMBER OF REQUIRED ACCESSIBLE SPACES
4-25	1
26-50	2
51-100	3
101-300	4

FLOOR PLAN NOTES

1. ALL EXISTING DOORS AND DOOR HARDWARE TO REMAIN. ALL HDWR. IS ADA COMPLIANT PER PREVIOUS TENANT BUILDOUT
2. SEE EGRESS PLAN FOR EXITS AND SCREEN PATH OF TRAVEL
3. SEE KEQ. DWGS FOR ALL NEW BACKING LOCATIONS.
   - VERIFY ALL FINISHES, ARTWORK, DECORE PACKAGE, ETC. W/ TENANT PRIOR TO SUBMITTING BID
   - ALL EXISTING FINISH FLR. BASE MUST BE RESILIENT ACCEPTABLE
   - PROVIDE DATA / POWER FOR NEW WALL MTD. TVS - VERIFY QUANTITY AND LOCATIONS W/ TENANT PRIOR TO BID

LIGHTING NOTES

1. ALL EXISTING LIGHTING INCLUDING EMERGENCY LIGHTING, EXIT SIGNS, YARD LIGHTS, ETC. TO REMAIN UON.
2. NEW PENDANT LIGHTING ABOVE BUSH BAR TBD.



1 FLOOR PLAN

NOT FOR CONSTRUCTION

GAMA
GA MILLER ARCHITECTURE

CONSULTANTS

GENERAL CONTRACTOR

TRAPPER'S SUSHI T.I.
10321 W. McDOWELL RD.
AVONDALE, ARIZONA

OWNER
TRAPPER'S SUSHI CO.

FLOOR PLAN

A 2.3

Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ, 85007-2934
www.azliquor.gov
(602) 542-5141

DLLC USE ONLY
Job #: 134899

RESTAURANT OPERATION PLAN

1. Name of restaurant (Please print): Trappers Sushi CO Avondale

2. List equipment below by Make, Model, and Capacity : **(PROVIDE THE FOLLOWING ITEMS ONLY, NO ATTACHMENTS)**

Grill	Star 648MF
Oven	N/A
Freezer	Walkin 3ft x 8ft Duracold
Refrigerator	Walkin 8ft x 8ft Duracold
Sink	Elkay custom 3compartment Elkay custom 2compartment Elkay custom 4 handsinks
Dish Washing Facilities	3compartment Elkay custom
Food Preparation Counter (Dimensions)	Stainless Steel 30x72
Other	

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3. Attach a copy of your full menu **including prices** (examples: Breakfast, Lunch, Dinner, and Nonalcoholic beverages).

4. List the **seating capacity** for:

   a. Restaurant dining area of your premises: **(Do not include patio seating)** [75]

   b. Bar area of your premises: [+ 0]

   c. Total dining and bar seating capacity of your premises: [= 75]

5. What Type of dinnerware and utensils are utilized within your restaurant?

   ☐ Reusable ☐ Disposable ☑ Both

6. Does your restaurant have a bar area that is distinct and separate from the dining area? ☐ YES ☑ No

   (If yes, what percentage of the public floor space does this area cover?) _____%

7. What percentage of your public premises is used primarily for restaurant dining?

   (Do not include kitchen, bar, hi-top tables, or game area.) 100 %

Individuals requiring ADA accommodations call (602) 542-9027.

8. Does your restaurant contain any games, televisions, or any other entertainment? ☑ YES ☐ No
(If yes, specify what types and how many (examples: 4-TV's, 2-Pool Tables, 1-Video Game, etc.)

5-TV's

9. Do you have live entertainment or dancing? ☐ YES ☑ No
(If yes, what type and how often 8.5
example: DJ-2 x a week, Karaoke-2 x a month, Live Band-1 x a month, etc.)

10. Use space below to list how many employees for each position to fully staff your business.

Position	How many
Cooks	8
Bartenders	8
Hostesses	3
Managers	2
Servers	6
Other (Dishwasher)	4
Other (Prep Cook)	3
Other ( )	

I, Trapper O'Keeffe, hereby declare that I am the APPLICANT filing this application. I have read this application and the contents and all statements true, correct and complete.

X [redacted]
(Signature of APPLICANT)

Nicole Marie Kehoe
Notary Public
State of Washington
My Appointment Expires 06/11/2024
Commission Number 20110782

NOTARY

State of Washington County of Pierce

The foregoing instrument was acknowledged before me this 9 day of December 2020
Day Month Year

My Commission Expires on: 6/11/2024 [redacted]
Date Signature of Notary Public

Individuals requiring ADA accommodations call (602) 542-9027.

Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

RECORDS REQUIRED FOR AUDIT
Applies to Series 11 (Hotel/Motel W/Restaurant) & Series 12 (Restaurant) Only

MAKE A COPY OF THIS DOCUMENT AND KEEP IT WITH YOUR DLLC RECORDS

In the event of an audit, you will be asked to provide to the Department any documents necessary to determine compliance with A.R.S. §4-205.02(G). Such documents requested may include however, are not limited to:

1. All invoices and receipts for the purchase of food and spirituous liquor for the licensed premises.
2. A list of ***all*** food and liquor vendors
3. The restaurant menu used during the audit period
4. A price list for alcoholic beverages during the audit period
5. Mark-up figures on food and alcoholic products during the audit period
6. A recent, ***accurate*** inventory of food and liquor (taken within two weeks of the Audit Interview Appointment)
7. Monthly Inventory Figures - beginning and ending figures for food and liquor
8. Chart of accounts (copy)
9. Financial Statements-Income Statements-Balance Sheets
10. General Ledger
    - A. Sales Journals/Monthly Sales Schedules
        - 1) Daily sales Reports (to include the name of each waitress/waiter, bartender, etc. with sales for that day)
        - 2) Daily Cash Register Tapes - Journal Tapes and Z-tapes
        - 3) Dated Guest Checks
        - 4) Coupons/Specials/Discounts
        - 5) Any other evidence to support income from food and liquor sales
    - B. Cash Receipts/Disbursement Journals
        - 1) Daily Bank Deposit Slips
        - 2) Bank Statements and canceled checks
11. Tax Records
    - A. Transaction Privilege Sales, Use and Severance Tax Return (copies)
    - B. Income Tax Return - city, state and federal (copies)
    - C. Any supporting books, records, schedules or documents used in preparation of tax returns
12. Payroll Records
    - A. Copies of all reports required by the State and Federal Government
    - B. Employee Log (A.R.S. §4-119)
    - C. Employee time cards (actual document used to sign in and out each work day)
    - D. Payroll records for all employees showing hours worked each week and hourly wages

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13. Off-site Catering Records (must be complete and separate from restaurant records)

A. All documents which support the income derived from the sale of food off the license premises.

B. All documents which support purchases made for food to be sold off the licensed premises.

C. All coupons/specials/discounts

The sophistication of record keeping varies from establishment to establishment. Regardless of each licensee's accounting methods, the amount of gross revenue derived from the sale of food and liquor must be substantially documented.

REVOCATION OF YOUR LIQUOR LICENSE MAY OCCUR IF YOU FAIL TO COMPLY WITH A.R.S. §4-210(A)7 AND A.R.S. §4-205.02(G).

A.R.S. §4-210(A)7

The licensee fails to keep for two years and make available to the department upon reasonable request all invoices, records, bills or other papers and documents relating to the purchase, sale and delivery of spirituous liquors and, in the case of a restaurant or hotel-motel licensee, all invoices, records, bills or other papers and documents relating to the purchase, sale and delivery of food.

A.R.S. §4-205.02(G)

For the purpose of this section:

1."Restaurant" means an establishment which derives **at least forty percent (40%)** of its gross revenue from the sale of food
2."Gross revenue" means the revenue derived from all sales of food and spirituous liquor on the licensed premises, regardless of whether the sales of spirituous liquor are made under a restaurant license issued pursuant to this section or under any other license that has been issued for the premises pursuant to this article.

NOTARY

I, (Print Full Name) Trapper O'Keeffe, have read and understand all aspects of this statement

X (Signatu [redacted]

State of Washington County of Pierce

the foregoing instrument was acknowledged before me this

9 of December 2020

Day Month Year

My commission expires on: 6/11/2024

Nicole Marie Kehoe
Notary Public
State of Washington
My Appointment Expires 06/11/2024
Commission Number 20110782

[redacted]

Signature of NOTARY PUBLIC

MAKE A COPY OF THIS DOCUMENT AND KEEP IT WITH RECORDS REQUIRED BY THE STATE

Avondale AP

'21 JAN 6 Liq. Lic. AM 9:41

VISIT OUR WEBSITE TO LEARN ABOUT OUR FRANCHISE OPPORTUNITIES

WWW.TRAPPERSSUSHI.COM

#trapperssushi

TRAPPER'S SUSHI Co

STARTERS 3

MISO SOUP

CUCUMBER SALAD

EDAMAME

HOUSE SALAD

APPETIZERS

SHROOMAN*
Portabella mushroom, salmon and cream cheese, fried in tempura. Topped with blue masago, warrior sauce and teriyaki 10

TEMPURA VEGETABLE
Battered and fried fresh seasonal vegetables, sweet dipping sauce 6.5

TEMPURA SHRIMP
Battered and fried shrimp, sweet dipping sauce (4 piece) 7

SASHIMI*
A chef's choice variety of sliced fish (6 piece) 10

POKE TACOS*
3 Fried wonton shells filled with tuna poke, topped with avocado 10

SHISHITO PEPPERS
8 Shishito peppers, lightly battered in tempura and fried. Served with warrior sauce 6

SOFT SHELL CRAB
Whole fried crab, sweet sauce 8

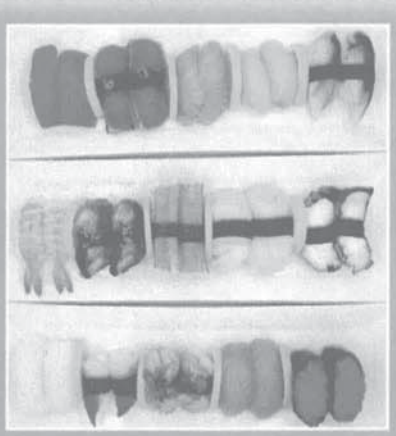
SEAWEED SALAD
Marinated seaweed, sesame seeds 5

GYOZA (6 piece)
Fried pork pot stickers 6.5

SQUID SALAD
Squid and marinated veggies 6

CALAMARI
Deep fried calamari rings. Spicy dipping sauce. 9

NIGIRI (2 PC)



TUNA* maguro 6
SEARED TUNA* 6
SALMON* sake 6
YELLOWTAIL* hamachi 6
MACKEREL saba 5.5
SHRIMP ebi 5.5
FRESH WATER EEL unagi 7
CRAB kanikama 5
SCALLOP* hotatagai 5.5
OCTOPUS tako 5.5
SQUID* ika 5.5
SURF CLAM* hokkigai 5.5
HEAVEN* grilled sea scallop 7.5 (w/ spicy sauce, green onion & masago)
SMOKED SALMON 6.5
MASAGO* 5.5
ALBACORE* 6

BEVERAGES

SODA & RAMUNE

SODA – Coke, Diet Coke, Sprite, Fanta Orange, Barq's Root Beer, Mr. Pibb, Lemonade 3.5

RAMUNE – Assorted flavors 3.5

HOT TEA

Loose leaf green tea 2.5

ICED TEA

Sweetened green tea, sweetened black tea, unsweetened black tea, sweetened raspberry black tea 3.5

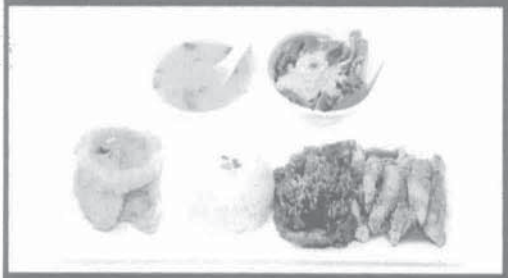
STRAWBERRY LEMONADE 4

TERIYAKI & TEMPURA

Served with Rice, Miso Soup & House Salad

TERIYAKI STEAK
10 oz Angus sirloin served with Trapper's special recipe teriyaki sauce 23.5

TERIYAKI CHICKEN
Grilled chicken breast served with Trapper's special recipe teriyaki sauce 15



Steak & Chicken Combo pictured

TERIYAKI STEAK COMBOS
5oz of Angus Sirloin with choice of Chicken, Salmon or Tempura Shrimp.

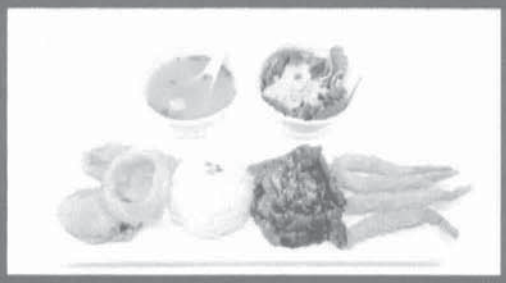
STEAK & SHRIMP COMBO 19

STEAK & CHICKEN COMBO 19.5

STEAK & SALMON COMBO 22

TERIYAKI SALMON
Grilled fresh salmon fillet served with Trapper's special recipe teriyaki sauce 17

TEMPURA SHRIMP (8 pcs)
Tempura battered and fried shrimp served with a sweet sauce 15.5



Steak & Shrimp Tempura pictured

SUSHI ENTREES

Served with cucumber salad and miso soup

SASHIMI PLATE*
A chef's choice variety of sliced fish (12 piece) 22

NIGIRI PLATE*
Salmon, Tuna, Yellowtail, Shrimp and Surf Clam 22

SUSHI COMBO*
Roll of the month and a chef's choice variety of either 5 piece nigiri OR 6 piece sashimi 22

TRAPPER'S DINNER*
Roll of the month, 6 piece nigiri and 6 piece sashimi 25

LONG ROLL VARIETY*
Four pieces of the Trapper, Buddha, Mt. Rainier and Mountain long rolls 23

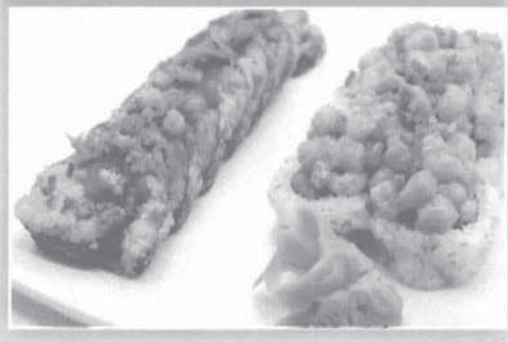
Trappers Dinner pictured

"PICK TWO" SPECIALS

Available Monday-Friday, 11am-3pm

PICK ANY TWO ROLLS FOR ONLY 16

California – Buddha
Salmon Skin – Mariner
Firecracker
Timmy* – Trapper



Timmy & Trapper pictured

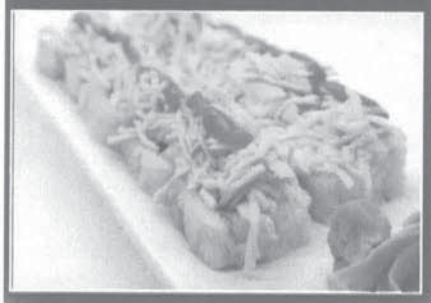
FRIED

TIMMY*
Tuna, salmon, yellowtail & spicy crab fried in tempura topped with hot sauce, teriyaki & green onion 13

THUNDERBIRD
Chicken, tempura asparagus, cucumber & shrimp fried in tempura and covered in avocado, lemon slices, sweet chili sauce, warrior sauce & teriyaki 14.5

VOLCANO*
Spicy tuna, cream cheese, jalapeño & cucumber fried in tempura and covered in avocado, topped with sweet chili sauce, warrior sauce, teriyaki & green onion 14.5

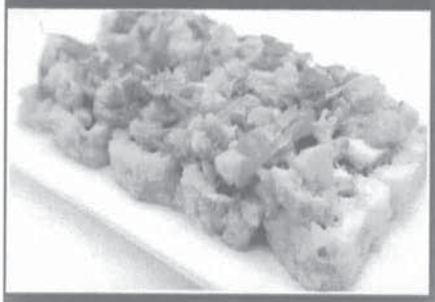
BONNEY LAKE
Crystal shrimp with cream cheese, fried in tempura, covered with spicy crab, teriyaki & hot sauce 14.5



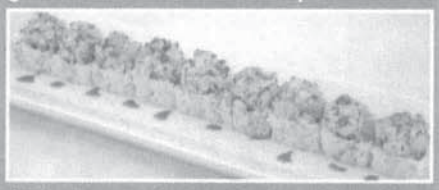
PUYALLUP*
Salmon, avocado & cream cheese fried in tempura topped with a special sauce, teriyaki & green onion 14.5

FIRECRACKER (TONY)
Salmon & jalapeño in tempura with cream cheese 10.5

VADER*
Avocado and cream cheese tempura battered and fried, topped with spicy scallops, green onion, masago, teriyaki sauce, sweet chili sauce & cilantro 15



SAMANTHA
Lobster and tempura avocado, topped with our lobster mix with scallops in a spicy garlic sauce, then torched to perfection! 20



$2 from every roll sold benefits Valley Girls & Guys. www.valleygirlsandguys.org to learn about this great cause!

AMAZING*
Tempura shrimp & spicy sauce covered with tuna, avocado & teriyaki 13

BARACKADE*
Garlic cilantro sauce, white onion, avocado & crystal shrimp rolled in French fried onions covered with seared tuna, ponzu sauce & Japanese pepper 13.5

COVINGTON*
Tempura shrimp, tempura asparagus, spicy crab & cucumber covered in tuna with a special sauce, teriyaki & green onion 15

DRAGON
Shrimp & cucumber covered with eel, avocado & teriyaki 13.5

MILES
Cream cheese, spicy crab & corkscrew shrimp topped with tempura eel, teriyaki, creamy sauce & green onion 15.5

THRILL*
Spicy tuna, jalapeño & white onion topped with avocado, honey-Sriracha corkscrew shrimp, Japanese mayo, honey-Sriracha lime sauce & cilantro 15.5

MONSTER
Tempura shrimp, spicy crab & cucumber rolled in tempura crumbs topped with eel & teriyaki 16

RAINBOW*
Spicy crab covered with tuna, salmon & yellowtail 12

ROCK & ROLL
Cream cheese, shrimp, snow crab rolled in tempura crumbs, covered in avocado, French fried onions, warrior sauce, teriyaki, sweet chili sauce, chili powder & green onion 15.5

BROOKLYN
Spicy crab, tempura zucchini, cucumber, garlic cilantro sauce topped with avocado, teriyaki sauce and tempura crumbs 13.5

MT. RAINIER*
Crystal shrimp covered with tuna, salmon, yellowtail topped with spicy cooked scallops, green onion, masago & teriyaki 14.5

BLUE THUNDER*
Spicy crab, cucumber & corkscrew shrimp topped with avocado, lemon slices, blue masago, green jalapeño masago, sweet chili sauce & teriyaki 14.5

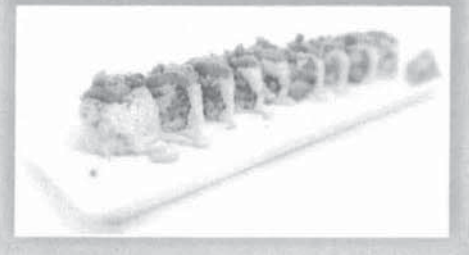
SOUNDER*
Spicy crab, cream cheese & cucumber covered with salmon, avocado, warrior sauce, teriyaki & green onion 14.5

STP*
Tempura shrimp, white onion & garlic cilantro sauce covered with avocado, topped with spicy yellowtail, tempura crumbs, hot sauce, warrior sauce & green onions 15

SKYWALKER*
Snow crab & avocado topped with torched spicy tuna, tempura crumbs and green onion, drizzled with Covington sauce and teriyaki 15.5

MT. SI
Smoked salmon, apple and cream cheese topped with avocado and sweet chili sauce 14.5

SURF & TURF
Tempura shrimp, shishito pepper and garlic sauce, topped with Angus Sirloin, white & green onions 16



WARRIOR*
Tempura shrimp, cucumber & spicy sauce covered with tuna, warrior sauce, masago & green onion 13.5

MARINER
Tempura shrimp, spicy crab, teriyaki, green onion & cucumber 11.5

PHOENIX
Grilled salmon, cucumber, avocado, ponzu, spicy sauce & Japanese pepper 12

SONIC
Tempura salmon in garlic sauce with cucumber, teriyaki & masago 12

SPIDER
Spicy sauce, soft shell crab, cucumber & masago 12.5

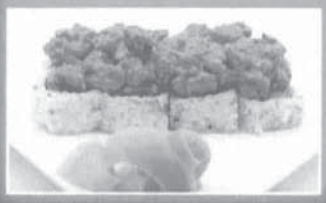
LONG ROLLS

TRAPPER'S FAVORITE ROLLS

ANDROMEDA
Crystal shrimp, tempura shrimp, white onion, green onion, garlic sauce, spicy crab, & rolled in tempura crumbs. Topped with Sriracha ,sweet chili sauce, & warrior sauce 13

TRUMP*
Crystal shrimp & cream cheese covered with salmon topped with teriyaki and a torched garlic sauce half 12.5 / whole 18.5

RAMMY
Crystal shrimp & spicy sauce topped with kamikaze-hot spicy crystal shrimp and green onion 13

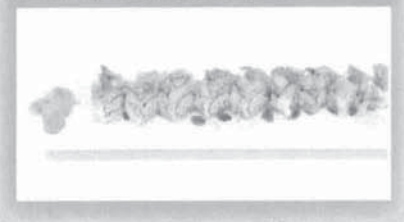


MR. CHARLIE*
Tempura shrimp, spicy salmon, masago & green onion topped with avocado, cilantro, sweet chili and special sauce 15

MOUNTAIN*
Crystal shrimp covered with tuna, salmon, yellowtail topped with spicy crab, teriyaki, green onion & masago 14.5

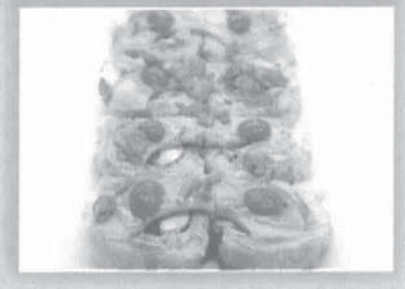
MARVELOUS*
Tempura shrimp & tuna in a garlic cilantro sauce covered with teriyaki & avocado 14.5

TIS THE SALMON
Spicy crab, white onion, jalapeño. Topped with tempura smoked salmon, cilantro and teriyaki sauce. Plated over drizzle of Lucy sauce 15



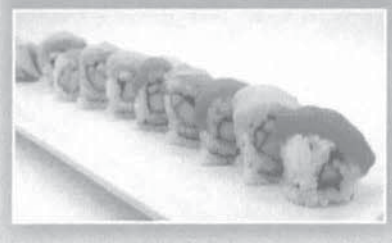
BAJA*
Spicy tuna & avocado 11

BUDDHA-LICIOUS
Crystal Shrimp, cream cheese fried in tempura topped with avocado, sweet chili sauce, Sriracha, green onion & teriyaki 14



BUDDHA
Crystal shrimp topped with avocado, green onion, hot sauce, teriyaki & sweet chili sauce 13

CALIFORNIA RAINBOW*
Crab stick, cucumber, topped with tuna, salmon, yellowtail, & avocado 14.5



CALIFORNIA CRUNCH
Spicy crab, teriyaki & avocado rolled in tempura crumbs 10

CAPTAIN CRUNCH*
Snow crab, cucumber, avocado, teriyaki & masago rolled in tempura crumbs 13.5

CRYSTAL SHRIMP
Breaded shrimp, teriyaki & spicy sauce 10

JAYSIN HAND ROLL
Spicy cooked scallops, teriyaki, green onion & masago 8

LONG ROLLS

NEW YORK*
Salmon, avocado & cream cheese 10.5

MAGNIFICENT*
Cream cheese, spicy tuna, & crystal shrimp. Topped with a fire fried jalapeño, habanero masago, warrior sauce, Sriracha,& teriyaki sauce 14

SALMON SKIN
Fried salmon skin, cucumber, spicy sauce, teriyaki & masago 11.5

SEAHAWK
Eel, cucumber, teriyaki & avocado 13.5

SEATTLE
Spicy sauce, shrimp, cucumber & green onion 11.5

CALIFORNIA
Crab & avocado 9

SPICY CALIFORNIA
Spicy crab & avocado 9.5

SPICY CRAB
Spicy sauce & crab 8.5

SPICY TUNA*
Spicy sauce & tuna 10.5

SUSHI TOWN
Tempura shrimp, avocado, white onion, spicy sauce, teriyaki & masago 12

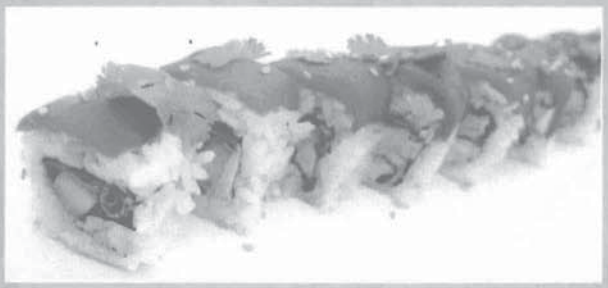
TRAPPER
Crystal shrimp covered with spicy cooked scallops, teriyaki, green onion & masago 13.5

UNCLE STEVE*
Spicy tuna, green onion, jalapeño & masago 11

USS CUCUMBER
English cucumber, halved and topped with shrimp, spicy crab and finished with warrior and teriyaki sauces 13

WILLIS
Spicy crab, green onion & cucumber rolled in tempura crumbs covered in special sauce, teriyaki & cilantro 13.5

VEGGIE/VEGAN



PNW ROOTS ROLL
Cucumber, avocado and green leaf lettuce.
Topped with Ahimi and garnished with cilantro 13

AHIMI NIGIRI
Plant based alternative to Tuna made from tomatoes 6

TEMPURA VEGETABLE
Battered and fried fresh seasonal vegetables, sweet dipping sauce 6

SMURF ROLL
Tempura portabella mushroom, garlic sauce covered with avocado & teriyaki 10.5

ASPARAGUS ROLL
Tempura asparagus, spicy sauce, teriyaki & avocado 10

YUPPIE ROLL
Green leaf, cucumber, avocado & spicy sauce 9

CRYSSI
Garlic sauce, asparagus, portabella mushroom, zucchini, white onion & cucumber fried in tempura topped with avocado, sweet chili sauce, a touch of hot sauce, teriyaki & green onion 12.5

VEGGIE ROLL
Green leaf, carrots, cucumber & avocado 9

ZUCCHINI ROLL
Tempura zucchini, teriyaki & spicy sauce 9

ASK YOUR SERVER TO MAKE ANY VEGETARIAN OPTIONS VEGAN

DESSERT

FRIED ICE CREAM
Vanilla bean ice cream covered with pound cake and fried in a sweet tempura batter, topped with a caramel and chocolate drizzle 7

MOCHI ICE CREAM
Pounded sticky rice with an ice cream filling (2 pieces) 4
4 Flavors available
Strawberry - Cookies & Cream
Mango - Mint Chocolate Chip

MOCHI FLIGHT (1 of each flavor) 7.5

SEASONAL DESSERT
Ask your server about our seasonal dessert, prices vary.

*Contains raw fish. Consuming raw or undercooked eggs, meat or fish may increase your risk of food-borne illness. Gluten free-options are available but we are not a gluten free kitchen and cannot guarantee 100% gluten free items.

© US Foods Menu 2019 (35705)

THE TRAPPER STORY

At Trapper's Sushi, we strive to create a small town atmosphere at each of our locations; we want to get to know the communities we service. In fact, Trapper encourages all employees to learn at least your name by the time you leave, or in his mind, we haven't done our job.

Trapper O'Keeffe has been preparing sushi since 1993, training under his brother-in-law, Eisuke Sato, at the age of 17 in Reno, Nevada. After Eisuke closed his restaurant, and moved back to Japan, Trapper took what he learned to Washington state. He quickly noticed his style of sushi was very popular, and began searching for an opportunity to open his own restaurant.

In 2004, Trapper opened Sushi Town in Bonney Lake. It wasn't very long before Trapper noticed customers were visiting from throughout Washington, and began to look for opportunities to expand. Trapper's Sushi in Covington, our second location was quickly followed by stores in Puyallup and Kent. We're currently proud to be serving multiple communities in Washington state, with hopefully more to come.

These days, while you probably won't find Trapper behind the counter making sushi, you will find a dedicated staff who are just as excited to make your dining experience memorable. Trapper greatly appreciates customers taking the time to share their dining experience, and he encourages both regular and new customers alike to reach out and let him know how we're doing with his mission:

"Learn the customer's name and provide the best service and food possible, leaving the customer with a craving to come back to Trapper's Sushi"

-Trapper O'Keeffe

TRAPPERS

SUSHI Co

GLUTEN-FREE

Please be aware that we are NOT a gluten-free kitchen and although all items on this menu do not contain gluten, we cannot guarantee 100% gluten-free items.

APPETIZERS

EDAMAME
Steamed soybeans, kosher salt 3

GF CUCUMBER SALAD
Crescent cut cucumbers, gluten-free ponzu sauce, sesame seeds 3

SASHIMI*
A chef's choice variety of sliced fish (6 piece) 10

NIGIRI

GLUTEN FREE

TUNA* Maguro 6

SALMON* Sake 6

SHRIMP Ebi 5.5

OCTOPUS Tako 5.5

SQUID* Ika 5.5

YELLOWTAIL*
Hamachi 6

SURF CLAM* Hokkigai 5.5

MACKEREL Saba 5

SEARED TUNA 5.5

ALBACORE 6

SUSHI ENTREES

Served with GF cucumber salad & edamame

SASHIMI PLATE*
A chef's choice variety of sliced fish (12 piece) 22

NIGIRI PLATE*
Salmon, tuna, yellow tail, shrimp and surf clams (10 piece) 22

TERIYAKI

Served with rice, GF cucumber salad & edamame

GF TERIYAKI CHICKEN
Grilled chicken breast with gluten-free teriyaki sauce 15

GF TERIYAKI STEAK
Angus sirloin with gluten-free teriyaki sauce 23.5

GF TERIYAKI SALMON
Grilled salmon with gluten-free teriyaki sauce 17

GF TERIYAKI STEAK & SALMON 22

GF TERIYAKI STEAK & CHICKEN 19.5

l gluten free long rolls are made with
fu paper instead of traditional nori

AJA*
icy tuna & avocado 12

EW YORK*
lmon, avocado & cream cheese 11.5

HOENIX
illed salmon cucumber, avocado,
icy sauce & Japanese pepper 13

EATTLE
icy sauce, shrimp, cucumber & green onion 12.5

PICY TUNA*
icy sauce & tuna 11.5

F RAINBOW*
ow crab & cucumber topped with salmon,
na & yellowtail 15

F CALIFORNIA
ow crab, cucumber & avocado 11.5

F BUDDHA
shi shrimp, snow crab & cucumber topped with avocado,
een onion, sweet chili & hot sauce 16

F TRAPPER
shi shrimp, cucumber & avocado topped with cooked
allops, green onion & gluten-free teriyaki 14.5

F MOUNTAIN*
shi shrimp, cucumber & avocado topped with tuna, salmon,
llowtail, snow crab, green onion and gluten-free teriyaki 17.5

F MR. CHARLIE*
icy salmon, cucumber, green onion, topped with avocado,
antro, sweet chili & Covington sauce 16

F TRUMP*
shi ebi, cucumber, cream cheese topped with salmon,
rched garlic sauce & gluten-free teriyaki 19.5

TRAPPER'S
SUSHI Co

tains raw fish. Consuming raw or undercooked eggs, meat or fish may increase
ur risk of foodborne illness. Gluten free options are available, but we are not a
gluten free kitchen and cannot guarantee 100% gluten free items.

© US Foods Menu 2019 (35676)

TRAPPER'S SUSHI Co

WWW.TRAPPERSSUSHI.COM

#trapperssushi

Trapper's Drink Menu ATR 12/19

SPECIALTY DRINKS

TRAPPER'S STRAWBERRY LEMONADE
A perfect mixture of strawberry purée, lemonade & our chilled premium sake, shaken & served on the rocks. 8 Make it a harder lemonade with Absolut Vodka 10

HORNITO'S BERRY SUNRISE
Muddled oranges and limes in Hornito's Reposado Tequila. Topped with orange juice, pineapple juice, strawberry puree and a handful of fresh seasonal berries. 9.5

TRAPPER'S BAY BREEZE
Rum Haven Coconut Rum with orange slices and fresh mango. Topped with cranberry and pineapple juice and shaken. Finished with mango chunks and an orange wheel. 9.5

BOURBON STREET SQUEEZE
Brown Sugar Bourbon muddled with lemons and shaken in our house made lemonade mix. *Featuring BSB from Heritage Distilling Co.* 9.5

BLUEBERRY LEMON DROP
Pacific Blueberry SKYY vodka muddled with lemon juice and fresh blueberries. Shaken with ice and strained into a sugar rimmed martini glass. Garnished with fresh blueberries and a lemon slice. 9
Also available with Red Raspberry or Citrus SKYY Vodka

TOKYO SMASH
Makers Mark bourbon, St Germain Liqueur and plum sake poured over ice. Topped with an orange juice and a splash of lemon juice. 9.5

ABSOLUT MULE
Absolut Vokda muddled with limes and mint. Topped with ginger beer in a copper mug 9.5

BEERS

DRAFT BEER

	16oz	22oz
Juicy Ginger IPA ABV 6.5%	6.5	7.5
Manny's Pale Ale ABV 5.4%	6	7.25
Mac & Jack Amber ABV 5.8%	6	7.25
Pyramid Hefeweizen ABV 5.2%	6	7.25
Sapporo ABV 4.9%	5.5	6.75

Inquire about our rotating seasonal beer

BOTTLED BEER

Coors Light 4.5
Bud Light 4.5
Angry Orchard 5.5
Corona 5.5
Kirin (22oz.) 7.5
Heineken 5.5

SAKE

OZEKI PREMIUM HOUSE SAKE
House sake served hot or cold 8
add flavor .50 *Ask server for selections*

CLOUD NINE
Ozeki unfiltered nigori sake 12

SOUTH PEACH
Ozeki peach sparkling sake 10

PLUM PASSION
Hana kohaku (plum) sake 13

WINES

WINE BY THE GLASS – 14 HANDS

"Inspired by the wild horses of Washington State, 14 Hands is a wine born from the hills." – 14 Hands

WHITE WINES

Pinot Grigio 7
Chardonnay 7
Riesling 7

RED WINES

Merlot 7
Cabernet 7
Hot to Trot Red Blend 7

ROSE WINE 7

WEDNESDAY DAILY SPECIAL

1/2 off bottled wine or glass of wine

FEATURED BLOODY MARY

THE KRAKEN

Double shot of Absolut Vodka, house bloody mary mix and Sriracha sauce garnished with tempura onion rings, a kamikaze crystal shrimp - maki roll, a cucumber sphere and olives all served in a spicy salt rimmed glass 16

TRAPPER'S SUSHI

New DAILY SPECIALS!

SUNDAY
KIDS EAT FREE!
Kids 10 & younger may order one item for free off the kid's menu with the purchase of a Soda, Ramune or Juice Box.

MONDAY
ANY (3) LONG ROLLS FOR ONLY $27!
(Excludes Full Trump, Samantha & Seasonal Rolls)

TUESDAY
ALL YOU CAN EAT DINNER ONLY $26!
Sushi bar only, 11am-8:30pm

New! WEDNESDAY
WINE DOWN WEDNESDAY
1/2 off wine bottles or wine by the glass

THURSDAY
ALL YOU CAN EAT LUNCH ALL DAY $19.95!
Sushi bar only, 11a-8:30p

SATURDAY
SAKE SAT!
1/2 OFF HOUSE SAKE & $4 SAKE BOMBS!
(4oz Sapporo & 1 Hot Sake Shot) ALL DAY!

HAPPY HOUR

All Seating • Sun- Thurs 3-6pm & ALL DAY Sunday in our liquor bar

EAT:

GYOZA $4 / **TEMPURA VEGGIES** $4 / **TIMMY** $8 / **MT. RAINIER** $8
BONNEY LAKE $8 / **MOUNTAIN** $8 / **CRYSSI** $8 / **PUYALLUP** $8
TRAPPER $8 / **OR CHOOSE ANY (3) LONG ROLLS FOR ONLY $27!**
(Excludes Samantha, Full Trump & Seasonal Rolls)

SIP:

$2 OFF ALL SPECIALTY DRINKS
$2 OFF WINE BY THE GLASS / $1 OFF ALL BEER
$4 SAKE BOMBS! (4 oz Sapporo & 1 Hot Sake Shot)
$4 YOU CALL IT! OR $6 DOUBLE! ~ well drinks only~

(Items may vary by location, specials cannot be combined with military discount or during happy hour, dine in only)

TRAPPER'S SUSHI Co

yelp

Trapper's Drink Menu ATR 12/19

Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

QUESTIONNAIRE

A.R.S.§4-202, 4-210

Type or Print with Black Ink

The fees allowed by R19-1-102 will be charged for all dishonored checks. 804.963

ATTENTION APPLICANT: This is a legally binding document. Please type or print in **black ink**. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

Attention local governments: Social security and birth date information is confidential. This information may be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT AND MANAGER BEING DISCLOSED TO THE DEPARTMENT. EACH PERSON COMPLETING THIS FORM MUST SUBMIT A BLUE OR BLACK LINED FINGERPRINT CARD ALONG WITH A $22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE. FOR AN ADDITIONAL $13 FEE, FINGERPRINTS MAY BE DONE AT THE DEPARTMENT OF LIQUOR WHEN ACCOMPANIED BY A COMPLETED APPLICATION.

Liquor License#: 134899

1. **Check the Appropriate Box** →

☐ Controlling Person	☑ Agent	☐ Premises Manager (complete all questions except #12)

2. Name: Reyna (Last) Jason (First) Perry Paul Geronimo (Middle) Birth Date: [redacted] (NOT a public record)

3. Social Security #: [redacted] Driver License#: [redacted] State: AZ

4. Place of birth: Ogden (City) utah (State) (COUNTRY (not county)) Height: 5'-4" Weight: 180 Eyes: Bro Hair: BLK

5. Name of current/most recent spouse: Thomas (Last) Mandie (First) Michelle (Middle) Birth Date: [redacted] (NOT a public record)

6. Are you a bona fide resident of Arizona? ☑ Yes ☐ No If yes, what is your date of residency: 12-18-2020

7. Daytime telephone number: 253-777-2644 E-mail address: admin@Trapperssushi.com

8. Business Name: Trapper's sushi CO Avondale Business Phone: 360 802 6980

9. Business Location Address: 10321 W Mc Dowell Rd (Street (do not use PO Box)) Avondale (City) AZ (State) Maricopa (County) 85392 (Zip)

10. List your employment or type of business during the past five (5) years. If unemployed, retired, or student, list residence address.

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)
8/2004	CURRENT	Director of operations & culinary	Trapper's sushi 718 Griffin AVE # 940 Enumclaw WA 98022

(ATTACH ADDITIONAL SHEET IF NECESSARY)

Individuals requiring ADA accommodations please call (602)542-2999

11. Provide your residence address information for the last five (5) years: *A.R.S. §4-202(D)*

FROM Month/Year	TO Month/Year	RESIDENTIAL Street Address
Dec/2020	CURRENT	[redacted]
August/2014	Dec 2020	

(ATTACH ADDITIONAL SHEET IF NECESSARY)

12. As a Controlling Person or Agent, will you be physically present and operating the licensed premises? If you answered YES, then answer **#13 below. If NO, skip to #14.** ☒ Yes ☐ No

13. Have you attended a DLLC approved Basic & Management Liquor Law Training Course within the past 3 years? ☐ Yes ☒ No

14. Have you been cited, arrested, indicted, convicted, or summoned into court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past five (5) years? ☐ Yes ☒ No

15. Are there ANY administrative law citations, compliance actions or consents, criminal arrests, indictments or summonses pending against you? (Do not include civil traffic tickets.) *A.R.S.§4-202,4-210* ☐ Yes ☒ No

16. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? ☐ Yes ☒ No

17. Have you had a liquor application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? *A.R.S.§4-202(D)* ☐ Yes ☒ No

18. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? *A.R.S.§4-202(D)* ☐ Yes ☒ No

If you answered "YES" to any Question 14 through 18 YOU MUST attach a signed statement. Give complete details including dates, agencies involved and dispositions.

CHANGES TO QUESTIONS 14-18 MAY NOT BE ACCEPTED

NOTARY

I **(Print Full Name)** Jason Perry Paul Geronimo hereby declare that I am the Agent/ Controlling Person / Premises Manager filing this application. I have read this document and verify the contents and all statements are true, correct and complete, to the best of my knowledge.

Signature: [redacted]

State of ARIZONA County of MARICOPA

The foregoing instrument was acknowledged before me this 18 Day of DEC, 2020

My Commission Expires on: MAY-04-2021
Date

JAMES GULLEY
Notary Public - State of Arizona
MARICOPA COUNTY
My Commission Expires May 4, 2021

[redacted]
Signature of Notary

The Licensee has authorized the person named on this questionnaire to act as manager for the above License.

PRINT NAME: Trapper O'Keeffe **SIGNATUR** [redacted]

Individuals requiring ADA accommodations please call (602)542-2999

State of Arizona
Department of Liquor Licenses and Control
800 W. Washington 5th Floor
Phoenix, AZ 85007
(602) 542-5141

ARIZONA STATEMENT OF CITIZENSHIP OR ALIEN STATUS FOR STATE PUBLIC BENEFITS

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (the "Act"), 8 U.S.C. § 1621, provides that, with certain exceptions, only United States citizens, United States non-citizen nationals, non-exempt "qualified aliens" (and sometimes only particular categories of qualified aliens), nonimmigrant, and certain aliens paroled into the United States are eligible to receive state, or local public benefits. With certain exceptions, a professional license and commercial license issued by a State agency is a State public benefit.

Arizona Revised Statutes § 41-1080 requires, in general, that a person applying for a license must submit documentation to the license agency that satisfactorily demonstrates the applicant's presence in the United States is authorized under federal law.

Directions: All applicants must complete Sections I, II, and IV. Applicants who are not U.S. citizens or nationals must also complete Section III.

Submit this completed form and a copy of one or more document(s) from the attached "Evidence of U.S. Citizenship, U.S. National Status, or Alien Status" with your application for license or renewal. <u>If the document you submit does not contain a photograph, you must also provide a government issued document that contains your photograph.</u> You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

SECTION I – APPLICANT INFORMATION

INDIVIDUAL OWNER/AGENT NAME (Print or type) Jason Reyna

SECTION II – CITIZENSHIP OR NATIONAL STATUS DECLARATION

Are you a citizen or national of the United States? ☑ Yes ☐ No

If **Yes**, indicate place of birth:

City Ogden State (or equivalent) Utah Country or Territory USA

If you answered **Yes**, 1) Attach a legible copy of a document from the attached list.

2) Name of document: AZ Drivers License
Go to Section IV.

If you answered **No**, you must complete Section III and IV.

Individuals requiring ADA accommodations please call (602)542-9027

SECTION III – ALIEN STATUS DECLARATION

To be completed by applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Attach a legible copy of a document from the attached list or other document as evidence of your status.

_____
Name of document provided

Qualified Alien Status (8 U.S.C.§§ 1621(a)(1),-1641(b) and (c))

☐ 1. An alien lawfully admitted for permanent residence under the Immigration and Nationality Act (INA)

☐ 2. An alien who is granted asylum under Section 208 of the INA.

☐ 3. A refugee admitted to the United States under Section 207 of the INA.

☐ 4. An alien paroled into the United States for at least one year under Section 212(d)(5) of the INA.

☐ 5. An alien whose deportation is being withheld under Section 243(h) of the INA.

☐ 6. An alien granted conditional entry under Section 203(a)(7) of the INA as in effect prior to April 1, 1980.

☐ 7. An alien who is a Cuban/Haitian entrant.

☐ 8. An alien who has, or whose child or child's parent is a "battered alien" or an alien subject to extreme cruelty in the United States.

Nonimmigrant Status (8 U.S.C. § 1621(a)(2))

☐ 9. A nonimmigrant under the Immigration and Nationality Act [8 U.S.C § 1101 et seq.] Non immigrants are persons who have temporary status for a specific purpose. See 8 U.S.C § 1101(a)(15).

Alien Paroled into the United States for Less Than One Year (8 U.S.C. § 1621(a)(3))

☐ 10. An alien paroled into the United States for less than one year under Section 212(d)(5) of the INA

Other Persons (8 U.S.C § 1621(c)(2)(A) and (C)

☐ 11. A nonimmigrant whose visa for entry is related to employment in the United States, or

☐ 12. A citizen of a freely associated state, if section 141 of the applicable compact of free association approved in Public Law 99-239 or 99-658 (or a successor provision) is in effect [Freely Associated States include the Republic of the Marshall Islands, Republic of Palau and the Federate States of Micronesia, 48 U.S.C. § 1901 *et seq.*];

☐ 13. A foreign national not physically present in the United States.

Otherwise Lawfully Present

☐ 14. A person not described in categories 1-13 who is otherwise lawfully present in the United States.

PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure. See 8 U.S.C. § 1621(a).

SECTION IV - DECLARATION

All applicants must complete this section.
I declare under penalty of perjury under the laws of the state of Arizona that the answers and evidence I have given are true and correct to the best of my knowledge.

Jason Reyna
Individual Owner/Agent Printed Name

[redacted]
Individual Owner/Agent Signature

12-11-2020
Today's Date

EVIDENCE OF U.S. CITIZENSHIP, U.S. NATIONAL STATUS, OR ALIEN STATUS

You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

Evidence showing authorized presence in the United State includes the following:

1. An Arizona driver license issued after 1996 or an Arizona non-operating identification card.
2. A driver license issued by a state that verifies lawful presence in the United States.
3. A birth certificate or delayed birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time)
4. A United States certificate of birth abroad.
5. A United States passport. ***Passport must be signed***
6. A foreign passport with a United States visa.
7. An I-94 form with a photograph.
8. A United States citizenship and immigration services employment authorization document or refugee travel document.
9. A United States certificate of naturalization.
10. A United States certificate of citizenship.
11. A tribal certificate of Indian blood.
12. A tribal or bureau of Indian affairs affidavit of birth.
13. Any other license that is issued by the federal government, any other state government, an agency of this state or a political subdivision of this state that requires proof of citizenship or lawful alien status before issuing the license.

Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

'21 JAN 6 Liq. Lic. AM 9:41

QUESTIONNAIRE

A.R.S.§4-202, 4-210

Type or Print with Black Ink

804.963

The fees allowed by R19-1-102 will be charged for all dishonored checks.

ATTENTION APPLICANT: This is a legally binding document. Please type or print in **black ink**. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

Attention local governments: Social security and birth date information is confidential. This information may be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT AND MANAGER BEING DISCLOSED TO THE DEPARTMENT. EACH PERSON COMPLETING THIS FORM MUST SUBMIT A BLUE OR BLACK LINED FINGERPRINT CARD ALONG WITH A $22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE. FOR AN ADDITIONAL $13 FEE, FINGERPRINTS MAY BE DONE AT THE DEPARTMENT OF LIQUOR WHEN ACCOMPANIED BY A COMPLETED APPLICATION.

Liquor License#: 134899

1. **Check the Appropriate Box** →

☑ **Controlling Person** ☐ **Agent** | ☐ **Premises Manager (complete all questions except #12)**

2. Name: Okeeffe (Last) Trapper (First) James (Middle) Birth Date: [redacted] (NOT a public record)

3. Social Security #: [redacted] Driver License# [redacted] State: Washington

4. Place of birth: Reno (City) Nevada (State) USA (COUNTRY (not county)) Height: 5 4 Weight: 260 Eyes: Brown Hair: Brown

5. Name of current/most recent spouse: Skolrud (Last) Samantha (First) Lynn (Middle) Birth Date: [redacted] (NOT a public record)

6. Are you a bona fide resident of Arizona? ☐ Yes ☑ No If yes, what is your date of residency: _____

7. Daytime telephone number: 253-255-2086 E-mail address: trapper@trapperssushi.com

8. Business Name: Trappers Sushi CO Avondale Business Phone: 360/802/6980

9. Business Location Address: 10321 W. McDowell rd (Street (do not use PO Box)) Avondale (City) AZ (State) Maricopa (County) 85392 (Zip)

10. List your employment or type of business during the past five (5) years. If unemployed, retired, or student, list residence address.

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)
08/2004	CURRENT	CEO	Trappers Sushi 718 Griffin Ave #940 Enumclew, WA 98022

(ATTACH ADDITIONAL SHEET IF NECESSARY)

Individuals requiring ADA accommodations please call (602)542-2999

11. Provide your residence address information for the last five (5) years: *A.R.S. §4-202(D)*

FROM Month/Year	TO Month/Year	RESIDENTIAL Street Address
03/2017	CURRENT	21811 69th St E Lake Tapps WA 98391
04/2011	03/2017	2921 Deer Island Lake Tapps WA 98391

(ATTACH ADDITIONAL SHEET IF NECESSARY)

12. As a Controlling Person or Agent, will you be physically present and operating the licensed premises? If you answered YES, then answer **#13 below. If NO, skip to #14.** ☐ Yes ☑ No

13. Have you attended a DLLC approved Basic & Management Liquor Law Training Course within the past 3 years? ☐ Yes ☐ No

14. Have you been cited, arrested, indicted, convicted, or summoned into court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past five (5) years? ☐ Yes ☑ No

15. Are there ANY administrative law citations, compliance actions or consents, criminal arrests, indictments or summonses pending against you? (Do not include civil traffic tickets.) *A.R.S.§4-202,4-210* ☐ Yes ☑ No

16. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? ☐ Yes ☑ No

17. Have you had a liquor application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? *A.R.S.§4-202(D)* ☐ Yes ☑ No

18. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? *A.R.S.§4-202(D)* ☐ Yes ☑ No

If you answered "YES" to any Question 14 through 18 YOU MUST attach a signed statement. Give complete details including dates, agencies involved and dispositions.

CHANGES TO QUESTIONS 14-18 MAY NOT BE ACCEPTED

NOTARY

I **(Print Full Name)** Trapper Okeeffe hereby declare that I am the Agent/ Controlling Person / Premises Manager filing this application. I have read this document and verify the contents and all statements are true,

[redacted]

State of Washington County of Pierce

The foregoing instrument was acknowledged before me this

My Commission Expires on: 6/11/2024 Date

Nicole Marie Kehoe
Notary Public
State of Washington
My Appointment Expires 06/11/2024
Commission Number 20110782

9 Day of December, 2020
Day Month Year

[redacted]

Signature of Notary

The Licensee has authorized the person named on this question [redacted]

PRINT NAME: Trapper Okeeffe **SIGNATU** [redacted]

Individuals requiring ADA accommodations please call (602)542-2999

Avondale
Aspiring. Achieving. Accelerating.

LICENSE REVIEW FORM

Type of License	Series 12 - Restaurant
Applicant's Name	Jason Perry Paul Geronimo Reyna
Business Name	Trapper's Sushi Co Avondale
Business Address	10321 W McDowell Rd
Department Comments	

- ☑ **Police Department**
- ☐ **Fire Department**
- ☐ **Development Services**
- ☐ **Finance Department**

- ☑ **Approved**
- ☐ **Denied**

Jonathon Martin	Lieutenant
E-Signature	**Title**
Jonathon Martin	01/12/21
Name	**Date**

This license is scheduled for the City Council Meeting on: February 16, 2021

Please email form back to the City Clerk's Office by: January 19th, 2021

Avondale
Aspiring. Achieving. Accelerating.

LICENSE REVIEW FORM

Type of License	Series 12 - Restaurant
Applicant's Name	Jason Perry Paul Geronimo Reyna
Business Name	Trapper's Sushi Co Avondale
Business Address	10321 W McDowell Rd

Department Comments

No comments

- ☐ **Police Department**
- ☑ **Fire Department**
- ☐ **Development Services**
- ☐ **Finance Department**

- ☑ **Approved**
- ☐ **Denied**

Jason Napier	Fire Marshal
E-Signature	**Title**
Jason Napier	1-11-2021
Name	**Date**

This license is scheduled for the City Council Meeting on: February 16, 2021

Please email form back to the City Clerk's Office by: January 19th, 2021

Avondale
Aspiring. Achieving. Accelerating.

LICENSE REVIEW FORM

Type of License	Series 12 - Restaurant
Applicant's Name	Jason Perry Paul Geronimo Reyna
Business Name	Trapper's Sushi Co Avondale
Business Address	10321 W McDowell Rd

Department Comments

No concerns.

- ☐ **Police Department**
- ☐ **Fire Department**
- ☐ **Development Services**
- ☑ **Finance Department**

- ☑ **Approved**
- ☐ **Denied**

Daniel Vazquez	Privilege Tax Auditor
E-Signature	**Title**
Daniel Vazquez	01/12/2021
Name	**Date**

This license is scheduled for the City Council Meeting on: February 16, 2021

Please email form back to the City Clerk's Office by: January 19th, 2021

Avondale
Aspiring. Achieving. Accelerating.

LICENSE REVIEW FORM

Type of License	Series 12 - Restaurant
Applicant's Name	Jason Perry Paul Geronimo Reyna
Business Name	Trapper's Sushi Co Avondale
Business Address	10321 W McDowell Rd. A101

Department Comments

See attached memorandum.

- ☐ **Police Department**
- ☑ **Development Services**
- ☐ **Fire Department**
- ☐ **Finance Department**

- ☑ **Approved**
- ☐ **Denied**

Michelle Simerdla	Senior Planner
E-Signature	**Title**
Michelle Simerdla	1/14/2021
Name	**Date**

This license is scheduled for the City Council Meeting on: February 16, 2021

Please email form back to the City Clerk's Office by: January 19th, 2021

Development Services & Engineering Department

DATE: January 14, 2021

TO: Marcella Carrillo, City Clerk

PREPARED BY: Michelle Simerdla, Senior Planner

SUBJECT: Series 12 (Restaurant) Liquor License
Trapper's Sushi Co
10321 W. McDowell Road, Suite A101

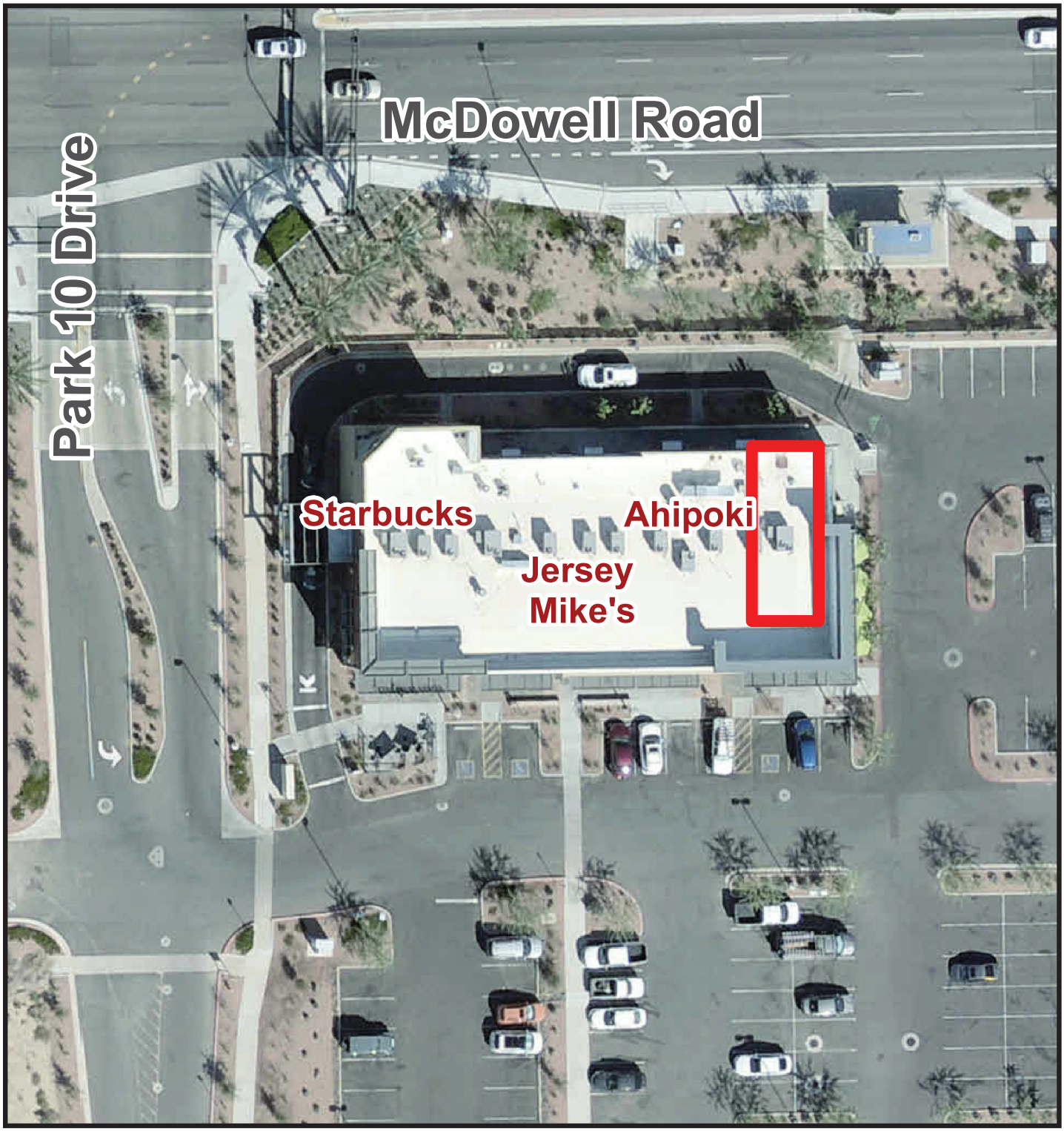
Trappers Sushi Co, a new restaurant specializing in sushi, is proposed in the Park 10 development. The restaurant will be located approximately 240 feet west of the southwest corner of McDowell Road and 103rd Avenue, on the east endcap of the "Shops A" building, a space formerly occupied by Rubio's. Issuance of a new Series 12 (Restaurant) liquor license is required to allow alcohol sales on the premises.

Series 12 (Restaurant) liquor licenses are exempt from state-mandated 300-foot separation requirement from churches, schools, or fenced school recreational areas.

The General Plan designates the property as Freeway Commercial and the current zoning is the Park 10 Planned Area Development (PAD), which allows for custom uses including restaurants. Restaurant uses are compatible with both the Freeway Commercial General Plan designation and the PAD zoning.

Staff recommends approval of this request.

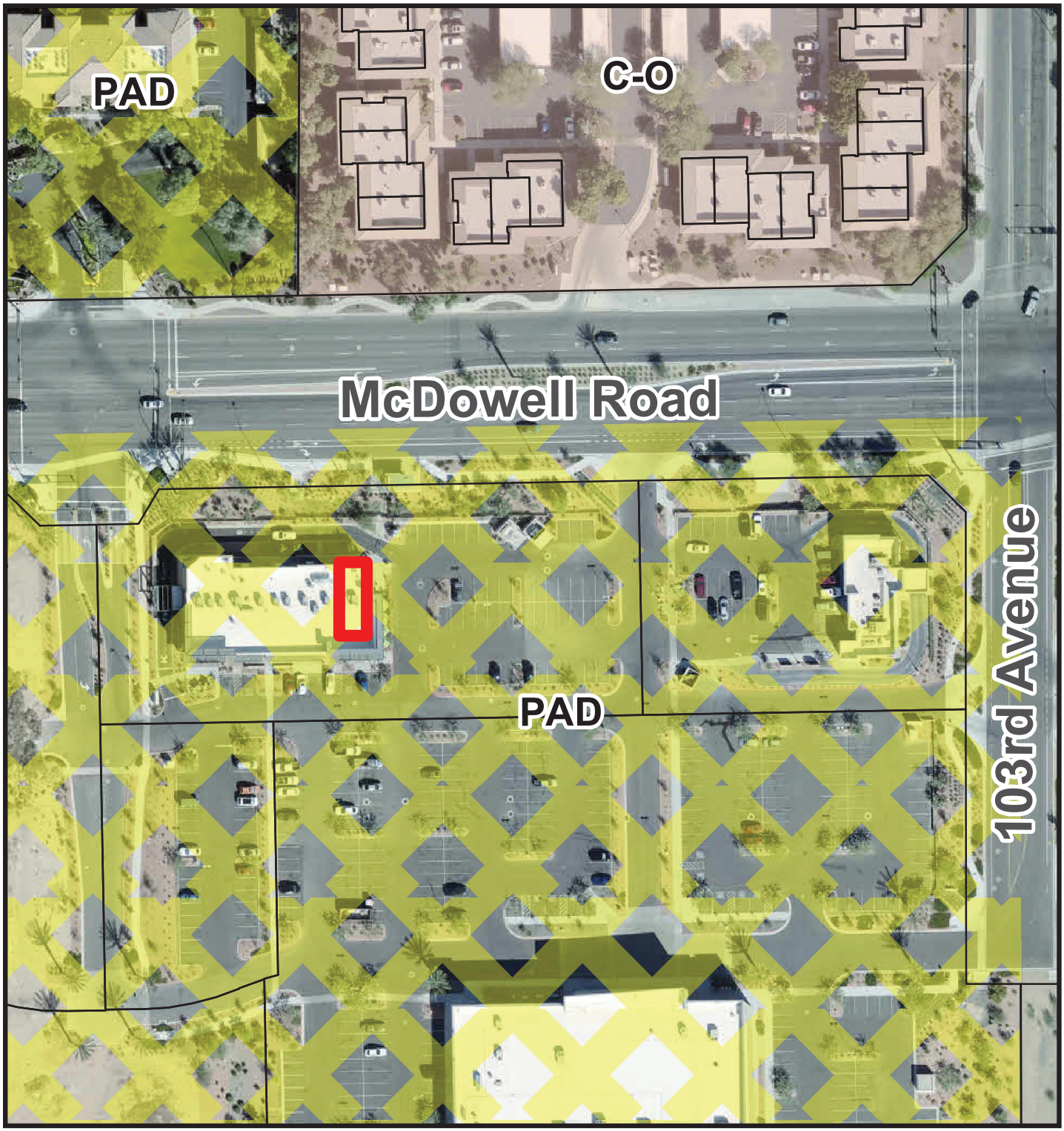
Attachment: Aerial Photograph
Zoning Vicinity Map



Aerial Photograph

Avondale

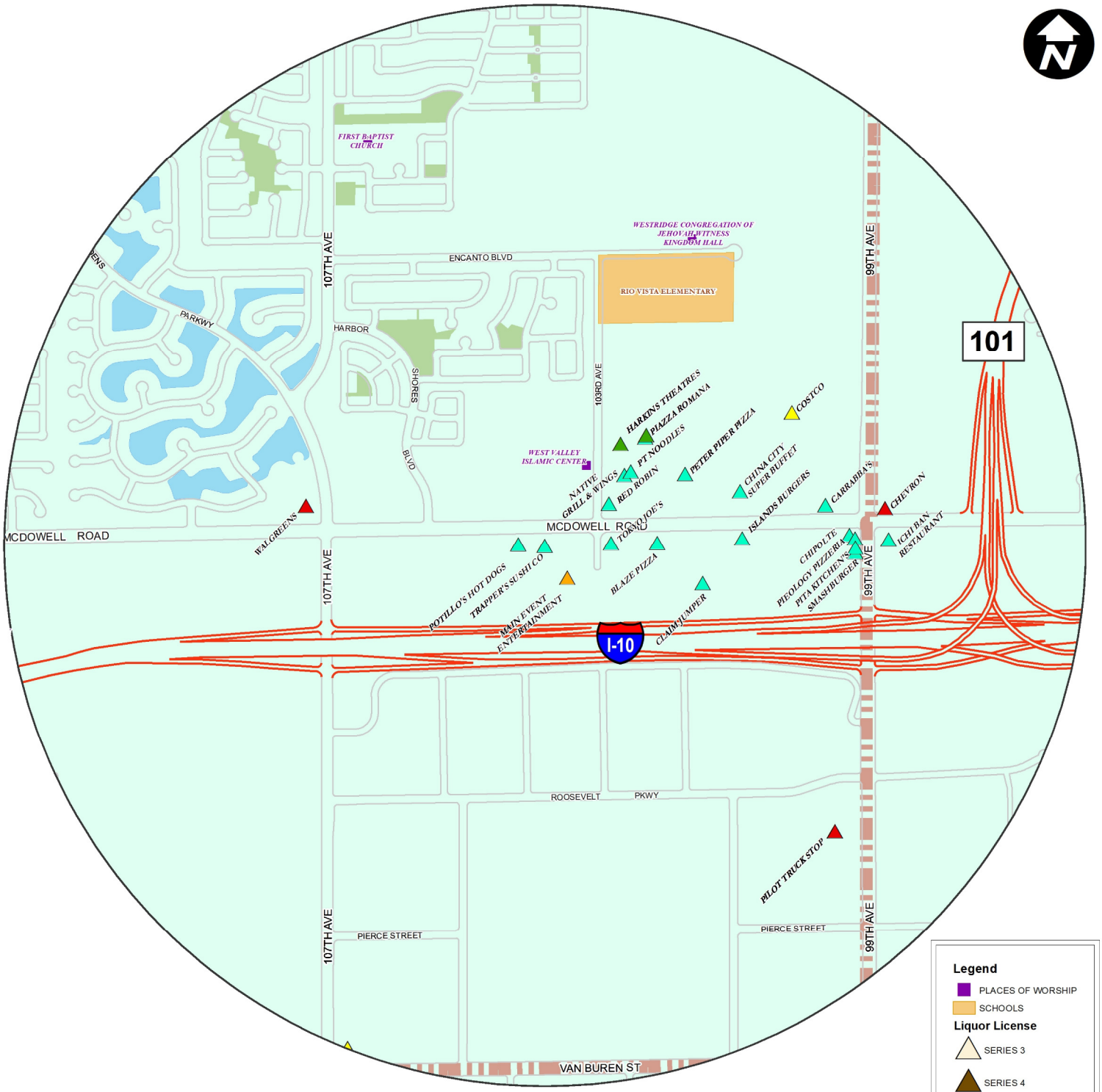
Business Location



Zoning Vicinity Map

Avondale

Business Location



Legend

- PLACES OF WORSHIP
- SCHOOLS

Liquor License

- SERIES 3
- SERIES 4
- SERIES 5
- SERIES 6
- SERIES 7
- SERIES 9
- SERIES 9S
- SERIES 10
- SERIES 11
- SERIES 12
- SERIES 14
- SERIES 15
- SERIES 16

0 0.05 0.1 0.2 0.3 0.4 0.5 Miles

Avondale GIS Division of Information Technology

TRAPPER'S SUSHI CO - AVONDALE
10321 W MCDOWELL RD A-101
1 Mile Buffer

NOTICE

APPLICATION TO SELL ALCOHOLIC BEVERAGES
DATE POSTED: *JANUARY 12, 2020*

A HEARING ON A LIQUOR LICENSE APPLICATION
SHALL BE HELD BEFORE THE **AVONDALE CITY COUNCIL**

LOCATION:
AVONDALE CITY HALL
CITY COUNCIL CHAMBERS
11465 W CIVIC CENTER DR, AVONDALE
DATE: FEBRUARY 16, 2020
AT 6:00 PM.
MEETING HELD VIA ZOOM

(HEARING DATES SUBJECT TO CHANGE,
TO VERIFY CALL: 623-333-1200)

**SERIES 12: **RESTAURANT

THE LOCAL GOVERNING BODY WILL RECOMMEND TO THE STATE LIQUOR BOARD WHETHER THE BOARD SHOULD GRANT OR DENY THE LICENSE. THE STATE LIQUOR BOARD MAY HOLD A HEARING TO CONSIDER THE RECOMMENDATION OF THE LOCAL GOVERNING BODY. ANY PERSON RESIDING OR OWNING OR LEASING PROPERTY WITHIN A ONE-MILE RADIUS MAY CONTACT THE STATE LIQUOR BOARD IN WRITING TO REGISTER AS A PROTESTER. TO REQUEST INFORMATION REGARDING PROCEDURES BEFORE THE BOARD AND NOTICE OF ANY BOARD HEARINGS REGARDING:

TRAPPER'S SUSHI CO AVONDALE
10321 W MCDOWELL ROAD
AVONDALE, AZ 85392

THIS APPLICATION, CONTACT: STATE LIQUOR BOARD - 800 W. WASHINGTON, 5TH FLOOR, PHOENIX, AZ 85007 STATE LIQUOR DEPT: (602) 542-9789
INDIVIDUALS REQUIRING ADA ACCOMMODATIONS CALL THE CITY CLERK AT: 623-333-1200.

State of Arizona
Department of Liquor Licenses and Control

Created 01/06/2021 @ 09:29:55 AM
Local Governing Body Report

LICENSE

Number:		Type:	012 RESTAURANT
Name:	TRAPPER'S SUSHI CO AVONDALE		
State:	Pending		
Issue Date:		Expiration Date:	
Original Issue Date:			
Location:	10321 W MCDOWELL ROAD AVONDALE, AZ 85392 USA		
Mailing Address:	718 GRIFFIN AVENUE #910 ENUMCLAW, WA 98022 USA		
Phone:	(360)802-0980		
Alt. Phone:	(253)777-2664		
Email:	ADMIN@TRAPPERSUSHI.COM		

AGENT

Name:	JASON PERRY PAUL GERONIMO REYNA
Member:	Mrs.
Correspondence Address:	718 GRIFFIN AVENUE #910 ENUMCLAW, WA 98022 USA
Phone:	(253)777-2664
Alt. Phone:	
Email:	ADMIN@TRAPPERSUSHI.COM

OWNER

Page 1 of 3

Name:	TRAPPERS SUSHI CO. AVONDALE
Contact Name:	JASON PERRY PAUL GERONIMO REYNA
Type:	CORPORATION
AZ CC File Number:	2112922
Incorporation Date:	7/30/2020 State of Incorporation: AZ
Correspondence Address:	718 GRIFFIN AVENUE #910 ENUMCLAW, WA 98022 USA
Phone:	(253)777-2664
Alt. Phone:	
Email:	ADMIN@TRAPPERSUSHI.COM

Officers / Stockholders

Name:	Title:	% Interest:
TRAPPER JAMES ORKEFFE	President/ DIRECTOR/STOCKHOLDER	100.00

TRAPPERS SUSHI CO. AVONDALE - President/ DIRECTOR/STOCKHOLDER

Name:	TRAPPER JAMES ORKEFFE
Gender:	Mr.
Correspondence Address:	718 GRIFFIN AVENUE #910 ENUMCLAW, WA 98022 USA
Phone:	(253)215-2686
Alt. Phone:	
Email:	TRAPPER@TRAPPERSUCHI.COM

Page 2 of 3

SMOKE FREE ARIZONA

To report a violation or file a complaint:
smokefreearizona.org
Para reportar una violación o presentar una queja:
arizonasinhumo.org
1-877-4-ZNoHuMo(4)
1-877-429-8676

Smoke-Free Arizona Act ARS36-601.01

A-101
NOTICE

Item Number: 4.d.

CITY COUNCIL REPORT

SUBJECT: Liquor License - Series 12 (Restaurant) - El Taco Santo

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Marcella Carrillo, City Clerk, (623) 333-1214

THROUGH: Cherlene Penilla, Deputy City Manager, (623) 333-2214

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:

City Council will consider a request to recommend approval to the Arizona Department of Liquor License and Control of an application for a Series 12 (Restaurant) liquor license submitted by Juanita Esparza for the sale of alcohol at El Taco Santo located at 1619 North Dysart Road, Suite 104, in Avondale and authorize the City Clerk to execute the necessary documents. The Council will take appropriate action.

BACKGROUND:

El Taco Santo, a new Mexican restaurant is proposed in the Almeda Crossing development located approximately 320 feet north of the northeast corner of Dysart Road and McDowell Road, between NYPD Pizza and Alameda Crossing Dental Group. Issuance of a new Series 12 (Restaurant) liquor license is required to allow alcohol sales on the premises.

Series 12 (Restaurant) liquor licenses are exempt from state-mandated 300-foot separation requirement from churches, schools, or fenced school recreational areas.

The General Plan designates the property as Local Commercial and the current zoning is the Palm Valley Planned Area Development (PAD), which allows for C-2 uses including restaurants. Restaurant uses are compatible with both the Local Commercial General Plan designation and the PAD zoning.

DISCUSSION:

Staff has received an application from Juanita Esparza for the sale of alcohol at El Taco Santo located at 1619 N. Dysart Road, Suite 104, in Avondale.

The fees in the amount of $1350 have been paid in full.

As required by state law and city ordinance, the application was posted for the required period of time at 1619 N. Dysart Road, Suite 104, beginning on January 12, 2021.

The Arizona Department of Liquor License and Control has accepted the submitted application as complete. The Police, Fire, Development Services and Finance Departments have reviewed the application and are

recommending approval. Their comments are attached.

BUDGET IMPACT:

Fees of $1,350 have been paid in full.

RECOMMENDATION:

Staff is recommending approval of a request to approve an application for a Series 12 (Restaurant) liquor license submitted by Juanita Esparza for the sale of alcohol at El Taco Santo located at 1619 N. Dysart Road, Suite 104, in Avondale.

State of Arizona
Department of Liquor Licenses and Control

Created 01/11/2021 @ 01:54:43 PM

Local Governing Body Report

LICENSE

Number:		Type:	012 RESTAURANT
Name:	EL TACO SANTO		
State:	Pending		
Issue Date:		Expiration Date:	
Original Issue Date:			
Location:	1619 N DYSART ROAD #104 AVONDALE, AZ 85392 USA		
Mailing Address:	PO BOX 1189 TOLLESON, AZ 85353 USA		
Phone:	(000)000-0000		
Alt. Phone:	(623)302-2234		
Email:	AELIQUORLICENSE@GMAIL.COM		

AGENT

Name:	JUANITA ALICIA ESPARZA
Gender:	Female
Correspondence Address:	PO BOX 1189 TOLLESON, AZ 85353 USA
Phone:	(623)302-2234
Alt. Phone:	
Email:	AELIQUORLICENSE@GMAIL.COM

OWNER

Name:	EL TACO SANTO WEST LLC		
Contact Name:	JUANITA ALICIA ESPARZA		
Type:	LIMITED LIABILITY COMPANY		
AZ CC File Number:	23138849	State of Incorporation:	AZ
Incorporation Date:	11/18/2020		
Correspondence Address:	PO BOX 1189 TOLLESON, AZ 85353 USA		
Phone:	(623)302-2234		
Alt. Phone:			
Email:	AELIQUORLICENSE@GMAIL.COM		

Officers / Stockholders

Name:	Title:	% Interest:
ZULMA D NOYOLA CAMBUSTON	MEMBER	80.00
TS PRODUCE LLC	MEMBER	20.00

EL TACO SANTO WEST LLC - MEMBER

Name: TS PRODUCE LLC
Contact Name: JUANITA ALICIA ESPARZA
Type: LIMITED LIABILITY COMPANY
AZ CC File Number: 23008021 State of Incorporation: AZ
Incorporation Date: 07/31/2019
Correspondence Address: PO BOX 1189
TOLLESON, AZ 85353
USA
Phone: (623)302-2234
Alt. Phone:
Email: AELIQUORLICENSE@GMAIL.COM

TS PRODUCE LLC - MEMBER

Name: MARTIN ALEXANDER HURTADO JR
Gender: Male
Correspondence Address: PO BOX 1189
TOLLESON, AZ 85353
USA
Phone: (602)702-6449
Alt. Phone:
Email: HURTADOMARTIN@ME.COM

TS PRODUCE LLC - MEMBER

Name: CESAR ARTURO MARTINEZ
Gender: Male
Correspondence Address: PO BOX 1189
TOLLESON, AZ 85353
USA
Phone: (602)585-2485
Alt. Phone:
Email: CESAR@ELTACOSANTO.COM

TS PRODUCE LLC - MEMBER

Name: ADRIAN FELIX
Gender: Male
Correspondence Address: PO BOX 1189
TOLLESON, AZ 85353
USA
Phone: (480)277-5987
Alt. Phone:
Email: ADRIANG1@HOTMAIL.COM

EL TACO SANTO WEST LLC - MEMBER

Name:	ZULMA D NOYOLA CAMBUSTON
Gender:	Female
Correspondence Address:	PO BOX 1189 TOLLESON, AZ 85353 USA
Phone:	(602)638-7077
Alt. Phone:	
Email:	ZULMANOYOLA16@GMAIL.COM

APPLICATION INFORMATION

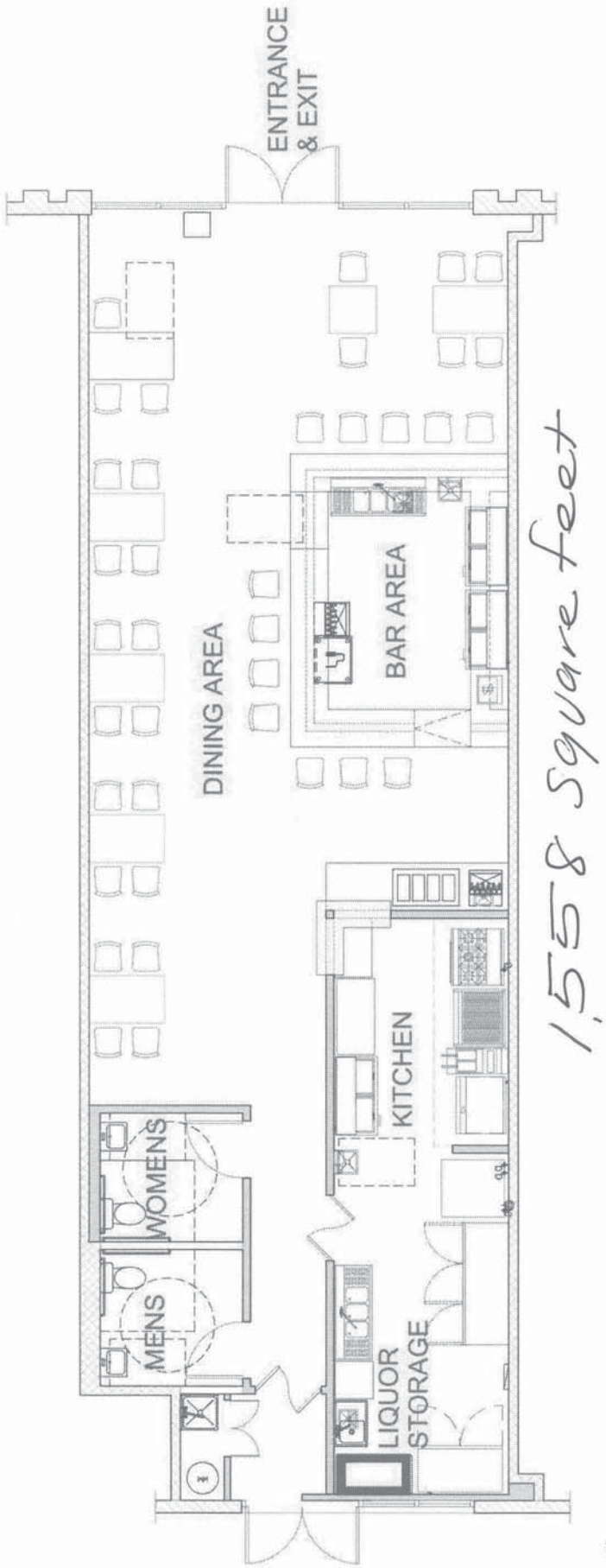
Application Number:	135248
Application Type:	New Application
Created Date:	01/11/2021

[redacted]

QUESTIONS & ANSWERS

012 Restaurant

1) Are you applying for an Interim Permit (INP)?
   No
2) Are you one of the following? Please indicate below.
   Property Tenant
   Subtenant
   Property Owner
   Property Purchaser
   Property Management Company
   TENANT
3) Is there a penalty if lease is not fulfilled?
   Yes
   What is the penalty?
   EVICTION
4) Is the Business located within the incorporated limits of the city or town of which it is located?
   Yes
5) What is the total money borrowed for the business not including the lease?
   Please list each amount owed to lenders/individuals.
   $0.00
6) Is there a drive through window on the premises?
   No
7) If there is a patio please indicate contiguous or non-contiguous within 30 feet.
   NONE
8) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
   Yes
   If yes, what is your estimated completion date?
   01/01/2021



NORTH

NEW FLOOR PLAN

1/4"=1'-0"

21 JAN 11 Liqr. Lic. PM 2:12

MARTIN SANDINO AIA
ARCHITECT/ ARQUITECTO
RESIDENTIAL, COMMERCIAL + INDUSTRIAL
MARTIN SANDINO ARCHITECTURE + PLANNING LLC
STATE FIRM REGISTRATION NO. 7862-2
ARIZONA
1202 N PARADISE VILLAGE PARKWAY
BLDG. B-UNIT 208 PHX, ARIZONA 85021
TEXAS
5959 N. MESA ST. BLDG. 3-208
EL PASO, TEXAS 79912
602.413.7885
MSANDINOARCH@GMAIL.COM

REGISTERED ARCHITECT
CERTIFICATE NO. 58487
MARTIN SANDINO
Date Signed 1-21-21
ARIZONA, U.S.A.
EXPIRES: 3-31-2021

- TACO SANTO AVONDALE -

1619 N. DYSART RD. S. #104 AVONDALE 85360

EXISTING + NEW FLOOR PLAN

THIS DRAWING IS AN INSTRUMENT OF SERVICE AND AS SUCH SHALL REMAIN THE PROPERTY OF MARTIN SANDINO ARCHITECTURE + PLANNING LLC. UNAUTHORIZED USE OF REPRODUCTION IN ANY FORM WITHOUT THE PERMISSION OF THE ARCHITECT IS PROHIBITED. THIS DRAWING IS ONLY FOR USE IN CONNECTION WITH THIS PROJECT AND SHALL NOT BE USED FOR OTHER LOCATIONS. COPYRIGHT 2020.
MARTIN SANDINO ARCHITECTURE + PLANNING LLC

CONSULTANT

PRELIMINARY NOT FOR CONSTRUCTION

Date: OCT/ 20
Job No: 20-52
Project Mgr: MS.
Drawn By: AB
Checked By: MS.

A-1

ORGANIZATIONAL FLOW CHART

TS PRODUCE LLC

MARTIN HURTADO (JR) MEMBER 30%

CESAR A MARTINEZ MEMBER 35%

ADRIAN FELIX MEMBER 35%

'21 JAN 11 Liq. Lic. PM 2:12

Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ, 85007-2934
www.azliquor.gov
(602) 542-5141

DLLC USE ONLY
Job #: 135248

RESTAURANT OPERATION PLAN

1. Name of restaurant (Please print): EL TACO SANTO

2. List equipment below by Make, Model, and Capacity : **(PROVIDE THE FOLLOWING ITEMS ONLY, NO ATTACHMENTS)**

Grill	2 GRILLS MAGIC KITCHEN FLAT EAGLE GROUT
Oven	NONE
Freezer	2 FREEZERS VICTORY AND TRUE
Refrigerator	NONE
Sink	3 COMPARTMENT SINK ZINK
Dish Washing Facilities	1 SINK FOR DISHES TRUE
Food Preparation Counter (Dimensions)	1 STAINLESS STEEL PREP TABLE VICTORY 6 FT X2 FT
Other	DISHWASHER

'21 JAN 11 Liq. Lic. AM 2:12

3. Attach a copy of your full menu **including prices** (examples: Breakfast, Lunch, Dinner, and Nonalcoholic beverages).

4. List the **seating capacity** for:

   a. Restaurant dining area of your premises: (**Do not include patio seating**) [27]

   b. Bar area of your premises: [+ 12]

   c. Total dining and bar seating capacity of your premises: [= 39]

5. What Type of dinnerware and utensils are utilized within your restaurant?

   ☑ Reusable ☐ Disposable ☐ Both

6. Does your restaurant have a bar area that is distinct and separate from the dining area? ☐ YES ☑ No

   (**If yes, what percentage of the public floor space does this area cover?**) _____%

7. What percentage of your public premises is used primarily for restaurant dining?

   (**Do not include kitchen, bar, hi-top tables, or game area.**) 45 %

Individuals requiring ADA accommodations call (602) 542-9027.

8. Does your restaurant contain any games, televisions, or any other entertainment? ☑ YES ☐ No
(**If yes, specify what types and how many** (examples: 4-TV's, 2-Pool Tables, 1-Video Game, etc.)

5 FLAT SCREEN TV'S

9. Do you have live entertainment or dancing? ☐ YES ☑ No
(**If yes, what type and how often** 8.5
example: DJ-2 x a week, Karaoke-2 x a month, Live Band-1 x a month, etc.)

10. Use space below to list how many employees for each position to fully staff your business.

Position	How many
Cooks	2
Bartenders	1
Hostesses	1
Managers	1
Servers	2
Other ( )	NA
Other ( )	NA
Other ( )	NA

I, JUANITA ALICIA ESPARZA, hereby declare that I am the APPLICANT filing this application. [redacted] and the contents and all statements true, correct and complete.

[redacted]

NOTARY

State of AZ County of MARICOPA

The foregoing instrument was acknowledged before me this 19 day of [redacted]

My Commission Expires on: 6/12/2021
Date

[redacted]

Notary Public - State of Arizona
MARICOPA COUNTY
My Commission Expires
June 12, 2021

Individuals requiring ADA accommodations call (602) 542-9027.

Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

RECORDS REQUIRED FOR AUDIT
Applies to Series 11 (Hotel/Motel W/Restaurant) & Series 12 (Restaurant) Only

MAKE A COPY OF THIS DOCUMENT AND KEEP IT WITH YOUR DLLC RECORDS

In the event of an audit, you will be asked to provide to the Department any documents necessary to determine compliance with A.R.S. §4-205.02(G). Such documents requested may include however, are not limited to:

1. All invoices and receipts for the purchase of food and spirituous liquor for the licensed premises.
2. A list of ***all*** food and liquor vendors
3. The restaurant menu used during the audit period
4. A price list for alcoholic beverages during the audit period
5. Mark-up figures on food and alcoholic products during the audit period
6. A recent, ***accurate*** inventory of food and liquor (taken within two weeks of the Audit Interview Appointment)
7. Monthly Inventory Figures - beginning and ending figures for food and liquor
8. Chart of accounts (copy)
9. Financial Statements-Income Statements-Balance Sheets
10. General Ledger
    A. Sales Journals/Monthly Sales Schedules
        1) Daily sales Reports (to include the name of each waitress/waiter, bartender, etc. with sales for that day)
        2) Daily Cash Register Tapes - Journal Tapes and Z-tapes
        3) Dated Guest Checks
        4) Coupons/Specials/Discounts
        5) Any other evidence to support income from food and liquor sales
    B. Cash Receipts/Disbursement Journals
        1) Daily Bank Deposit Slips
        2) Bank Statements and canceled checks
11. Tax Records
        A. Transaction Privilege Sales, Use and Severance Tax Return (copies)
        B. Income Tax Return - city, state and federal (copies)
        C. Any supporting books, records, schedules or documents used in preparation of tax returns
12. Payroll Records
        A. Copies of all reports required by the State and Federal Government
        B. Employee Log (A.R.S. §4-119)
        C. Employee time cards (actual document used to sign in and out each work day)
        D. Payroll records for all employees showing hours worked each week and hourly wages

'21 JAN 11 Liq. Lic. PM 2:12

13. Off-site Catering Records (must be complete and separate from restaurant records)

A. All documents which support the income derived from the sale of food off the license premises.

B. All documents which support purchases made for food to be sold off the licensed premises.

C. All coupons/specials/discounts

The sophistication of record keeping varies from establishment to establishment. Regardless of each licensee's accounting methods, the amount of gross revenue derived from the sale of food and liquor must be substantially documented.

REVOCATION OF YOUR LIQUOR LICENSE MAY OCCUR IF YOU FAIL TO COMPLY WITH A.R.S. §4-210(A)7 AND A.R.S. §4-205.02(G).

A.R.S. §4-210(A)7

The licensee fails to keep for two years and make available to the department upon reasonable request all invoices, records, bills or other papers and documents relating to the purchase, sale and delivery of spirituous liquors and, in the case of a restaurant or hotel-motel licensee, all invoices, records, bills or other papers and documents relating to the purchase, sale and delivery of food.

A.R.S. §4-205.02(G)

For the purpose of this section:

1."Restaurant" means an establishment which derives **at least forty percent (40%)** of its gross revenue from the sale of food
2."Gross revenue" means the revenue derived from all sales of food and spirituous liquor on the licensed premises, regardless of whether the sales of spirituous liquor are made under a restaurant license issued pursuant to this section or under any other license that has been issued for the premises pursuant to this article.

NOTARY

[redacted]ICIA ESPARZA, have read and understand all aspects of this statement

[redacted]gent

State of AZ County of MARICOPA
the foregoing instrument was acknowledged before me this

19 of NOVEMBER 2020

My commission expires on: 6/12/2021

ERIK SORIANO
Notary Public - State of Arizona
MARICOPA COUNTY
My Commission Expires
June 12, 2021

[redacted]

MAKE A COPY OF THIS DOCUMENT AND KEEP IT WITH RECORDS REQUIRED BY THE STATE

Combos

Santo Combo $10
Three tacos and One quesadilla

Demon Combo $12
Three tacos and One quesadilla w/ Meat

Rudos Combo* $13
Three tacos and One Beer
*21 and over only ID required

Tacos

Hand Made Flour Tortillas
corn tortillas available upon request

Carne Asada (Beef) $3.0
Sonora Style Marinated Grilled Steak

Pollo Asado (Chicken) $3.0
Perfectly Marinated Grilled Chicken

Al Pastor (Pork) $3.0
Grilled Marinated Pork

Carnitas (Pork) $3.0
Tender Slow Braised Pork

Cochinita Pibil (Pork) $3.0
Slow Rosted Traditional Recipe Pulled Pork

TACO SANTO FAVORITE

Other

Quesadilla $2.5
Melted cheese in betwee two tortillas

Quesadilla w/ Meat $3.5
Quesadilla with your choice of meat

Lorenza $4.0
Grilled, toasted corn tortilla topped with cheese and choice of meat

Tim Berry Bowl $8.0
A low carb alternative mixture of cheese and choice of meat

Sides

Mexican Rice $2.5
Special receipe red rice

Borracho Beans $2.5
Slow cooked beans of our own receipe

Drinks

Mexican Bottle Soda $2.0
Imported Soda

Aguas Frescas $2.5 M $3.0L
Jamaica, Orchata, Limonada

Soda Can $1.0
Coke products

Domestic Beer* $4
Coors Light

Mexican Imported Beers* $5
Corona, Corona Premier, DosXX, Tecate
*21 and over only ID required

Ask us about catering your next event

EL TACO SANTO
ORIGINAL ARIZONA

4025 E. Chandler. Blvd # 5
Tempe, AZ 85048
www.eltacosanto.com

480-577-0693

'21 JAN 11 Liq. Lic. PM 2:12

Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

QUESTIONNAIRE

A.R.S.§4-202, 4-210

Type or Print with Black Ink

The fees allowed by R19-1-102 will be charged for all dishonored checks. Fp Current 6/19/20

ATTENTION APPLICANT: This is a legally binding document. Please type or print in **black ink**. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

Attention local governments: Social security and birth date information is confidential. This information may be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT AND MANAGER BEING DISCLOSED TO THE DEPARTMENT. EACH PERSON COMPLETING THIS FORM MUST SUBMIT A BLUE OR BLACK LINED FINGERPRINT CARD ALONG WITH A $22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE. FOR AN ADDITIONAL $13 FEE, FINGERPRINTS MAY BE DONE AT THE DEPARTMENT OF LIQUOR WHEN ACCOMPANIED BY A COMPLETED APPLICATION.

Liquor License#: 135248

1. **Check the Appropriate Box** →

☐ **Controlling Person** ☑ **Agent** | ☐ **Premises Manager (complete all questions except #12)**

2. Name: ESPARZA (Last) JUANITA (First) ALICIA (Middle) Birth Date: [redacted]

3. Social Security #: [redacted] Driver License#: [redacted] State: ARIZONA

4. Place of birth: COLUMBUS (City) GEORGIA (State) UNITED STATES (COUNTRY (not county)) Height: 05'09" Weight: 177 Eyes: BROWN Hair: BROWN

5. Name of current/most recent spouse: ESPARZA (Last) ROBERT (First) FRANCIS (Middle) Birth Date: [redacted] (NOT a public record)

6. Are you a bona fide resident of Arizona? ☑ Yes ☐ No If yes, what is your date of residency: FEBRUARY 1967

7. Daytime telephone number: 623-302-2234 E-mail address: AELIQUORLICENSE@GMAIL.COM

8. Business Name: EL TACO SANTO Business Phone: PEN ___/DING ___/___

9. Business Location Address: 1619 N DYSART ROAD #104 (Street (do not use PO Box)) AVONDALE (City) ARIZONA (State) MARICOPA (County) 85392 (Zip)

10. List your employment or type of business during the past five (5) years. If unemployed, retired, or student, list residence address.

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)
02/2016	CURRENT	SELF EMPLOYED/OWNER	AE LIQUOR LICENSE SERVICE P O BOX 1189 TOLLESON ARIZONA 85353
07/2001	02/2016	LICENSING TECHNICIAN/CSR	ARIZONA DEPARTMENT OF LIQUOR LICENSE & CONTROL
			800 W WASHINGTON 5TH FLOOR PHOENIX ARIZONA 85007

(ATTACH ADDITIONAL SHEET IF NECESSARY)

Individuals requiring ADA accommodations please call (602)542-2999

11. Provide your residence address information for the last five (5) years: *A.R.S. §4-202(D)*

FROM Month/Year	TO Month/Year	
07/2014	CURRENT	[redacted]

(ATTACH ADDITIONAL SHEET IF NECESSARY)

12. As a Controlling Person or Agent, will you be physically present and operating the licensed premises? ☐Yes ☑No
If you answered YES, then answer **#13 below. If NO, skip to #14.**

13. Have you attended a DLLC approved Basic & Management Liquor Law Training Course within the past 3 years? ☐Yes ☐No

14. Have you been cited, arrested, indicted, convicted, or summoned into court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past five (5) years? ☐Yes ☑No

15. Are there ANY administrative law citations, compliance actions or consents, criminal arrests, indictments or summonses pending against you? (Do not include civil traffic tickets.) *A.R.S.§4-202,4-210* ☐Yes ☑No

16. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? ☐Yes ☑No

17. Have you had a liquor application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? *A.R.S.§4-202(D)* ☑Yes ☐No

18. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked or suspended in or outside of Arizona within the last five years? *A.R.S.§4-202(D)* ☑Yes ☐No

If you answered "YES" to any Question 14 through 18 YOU MUST attach a signed statement.
Give complete details including dates, agencies involved and dispositions.
CHANGES TO QUESTIONS 14-18 MAY NOT BE ACCEPTED

NOTARY

I **(Print Full Name)** JUANITA ALICIA ESPARZA hereby declare that I am the Agent/ Controlling Person / [redacted] application. I have read this document and verify the contents and all statements are true, [redacted] best of my knowledge.

[redacted] State of AZ County of MARICOPA

The foregoing instrument was acknowledged before me this

6/12/2021 19 Day of NOVEMBER, 2020

Date

ERIK SORIANO
Notary Public - State of Arizona
MARICOPA COUNTY
My Commission Expires
June 12, 2021

[redacted]

The Licensee has authorized the person named on this questionnaire to act as manager for the above License.

PRINT NAME: _____ **SIGNATURE:** _____

Individuals requiring ADA accommodations please call (602)542-2999

AE LIQUOR
LICENSE SERVICE
PO Box 1189 Box, Tolleson, Arizona 85353 | (623) 302-2234

June 18, 2020

Arizona Department of Liquor License & Control
800 W. Washington St 5th floor
Phoenix, Arizona 85007
Re: License No. 07070127 & 06070446

#17&18

To Whom it may concern:

I am currently listed as agent of Chica's Cabaret. The license number is 07070127. On or about July 15, 2018 Chica's was cited for ARS 4-210.A.2. failure to maintain capability, qualifications and reliability. This case has been since closed and a fine was paid in the amount of $3000.00.

Mecca Bar was cited for purchasing from other than a primary source ARS 4-243.01 and R19-1-303 unauthorized spirituos liquor. There was a fine imposed in the amount of $1000.00 and the fine was paid in full. It is to my understanding that this violation has been dropped from the final as it has been past two years.

Mecca Bar was cited this May 2020 for violation of an executive State order, failure to protect patrons 4-210.A.10, failure to maintain capability, qualifications and reliability 4-210.A.2., violation of Governor's Executive Order 26-317, on sale retail personal records R19-1-502. The fine imposed is $1000.00 and has been paid in full . If you should have any questions, please feel free to contact me.

Respectfully

[redacted]

'21 JAN 11 LIQ. LIC. PM 2:13

'21 JAN 11 Liqr. Lic. PM 2:13

Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

QUESTIONNAIRE

A.R.S.§4-202, 4-210

Type or Print with Black Ink

The fees allowed by R19-1-102 will be charged for all dishonored checks. 804.965

ATTENTION APPLICANT: This is a legally binding document. Please type or print in **black ink**. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

Attention local governments: Social security and birth date information is confidential. This information may be given to law enforcement agencies for background checks only.

QUESTIONNAIRE IS TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT AND MANAGER BEING DISCLOSED TO THE DEPARTMENT. EACH PERSON COMPLETING THIS FORM MUST SUBMIT A BLUE OR BLACK LINED FINGERPRINT CARD ALONG WITH A $22 FEE. FINGERPRINTS MUST BE DONE BY A LAW ENFORCEMENT AGENCY OR BONA FIDE FINGERPRINT SERVICE. FOR AN ADDITIONAL $13 FEE, FINGERPRINTS MAY BE DONE AT THE DEPARTMENT OF LIQUOR WHEN ACCOMPANIED BY A COMPLETED APPLICATION.

Liquor License#: 135248

1. **Check the Appropriate Box** → AP

☑ **Controlling Person** ☐ **Agent** | ☐ **Premises Manager (complete all questions except #12)**

Noyola

2. Name: CAMBUSTON (Last) ZULMA (First) D (Middle) Birth Date: [redacted] (NOT a public record)

3. Social Security # [redacted] Driver License# [redacted] State: ARIZONA

4. Place of birth: GUAYMAS (City) SONORA (State) MEXICO (COUNTRY (not county)) Height: 05'03" Weight: 180 Eyes: BROWN Hair: BROWN

5. Name of current/most recent spouse: _____ (Last) _____ (First) _____ (Middle) Birth Date: ___/___/___ (NOT a public record)

6. Are you a bona fide resident of Arizona? ☑ Yes ☐ No If yes, what is your date of residency: NOVEMBER 1999

7. Daytime telephone number: 602-638-7077 E-mail address: ZULMANOYOLA16@GMAIL.COM

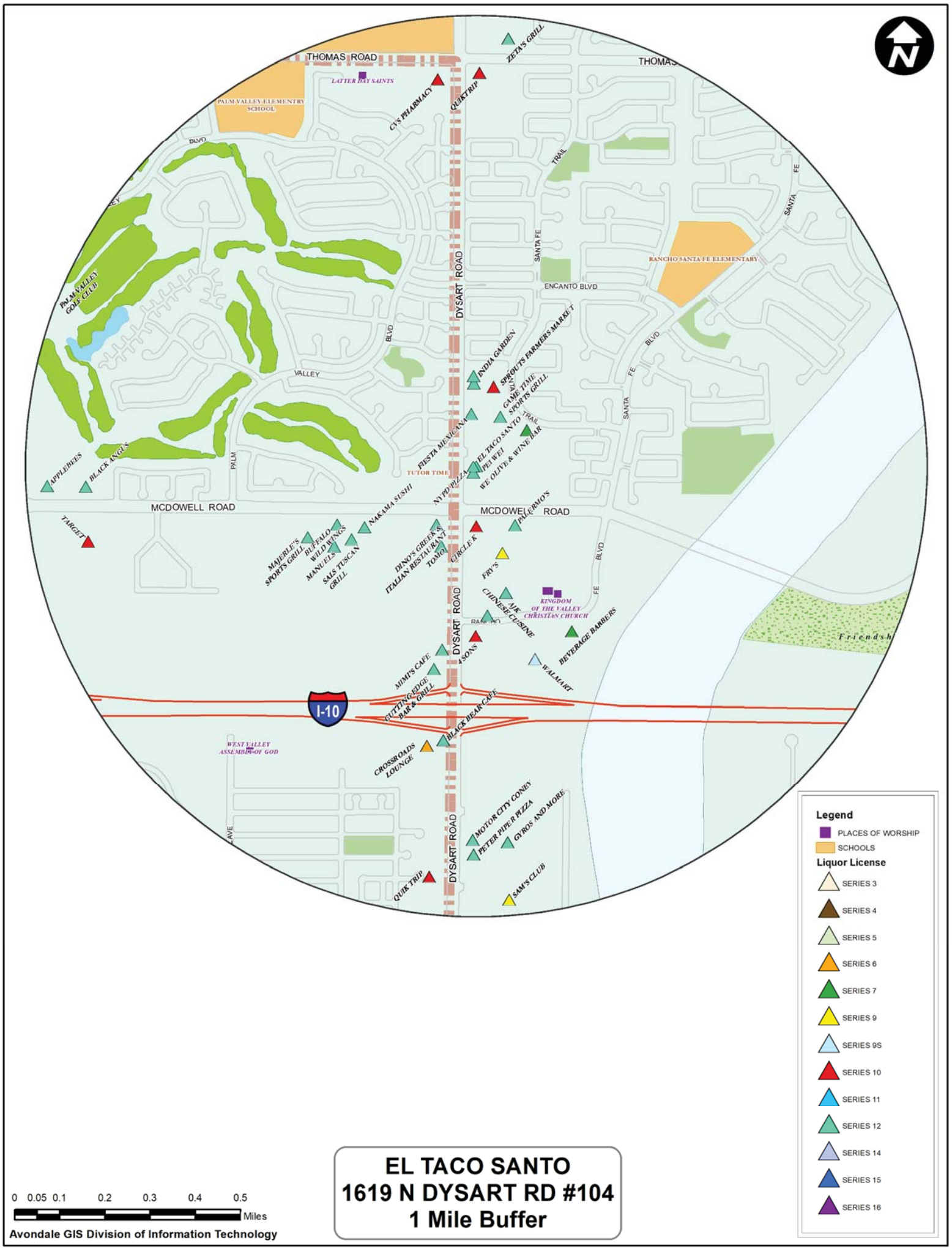
8. Business Name: EL TACO SANTO Business Phone: PEN ___/ DING ___/ ___

9. Business Location Address: 1619 N DYSART ROAD #104 (Street (do not use PO Box)) AVONDALE (City) ARIZONA (State) MARICOPA (County) 85392 (Zip)

10. List your employment or type of business during the past five (5) years. If unemployed, retired, or student, list residence address.

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYERS NAME OR NAME OF BUSINESS (Street Address, City, State & Zip)
07/2019	CURRENT	RESIDENTIAL REALTOR	EQUITY ARIZONA REAL ESTATE 1462 N SCOTTSDALE RD TEMPE ARIZONA 85281
07/2018	07/2019	RESIDENTIAL REALTOR	A & J ASSOCIATES 7302 N KIRSTEN AVENUE GLENDALE ARIZONA 85305
05/2018	07/2018	RESTAURANT WAITRESS	ARRIBA MEXICAN GRILL 17211 N 79TH AVENUE GLENDALE ARIZONA 85308
12/2017	05/2018	RESTAURANT WAITRESS	IHOP 8359 W BELL RD PEORIA ARIZONA 85382
08/2012	12/2017	STUDENT	9709 W RIVERSIDE AVENUE TOLLESON ARIZONA 85353

(ATTACH ADDITIONAL SHEET IF NECESSARY)



EL TACO SANTO
1619 N DYSART RD #104
1 Mile Buffer

Avondale
Aspiring. Achieving. Accelerating.

LICENSE REVIEW FORM

Type of License	Series 12 - Restaurant
Applicant's Name	Juanita Alicia Esparza
Business Name	El Taco Santo
Business Address	1619 N Dysart Road #104

Department Comments

See attached memorandum.

- ☐ **Police Department**
- ☐ **Fire Department**
- ☑ **Development Services**
- ☐ **Finance Department**

- ☑ **Approved**
- ☐ **Denied**

Michelle Simerdla	Senior Planner
E-Signature	**Title**
Michelle Simerdla	1/14/2021
Name	**Date**

This license is scheduled for the City Council Meeting on: February 16, 2021

Please email form back to the City Clerk's Office by: January 21, 2021

Development Services & Engineering Department

DATE: January 14, 2021

TO: Marcella Carrillo, City Clerk

PREPARED BY: Michelle Simerdla, Senior Planner

SUBJECT: Series 12 (Restaurant) Liquor License
El Taco Santo
1619 N. Dysart Road #104

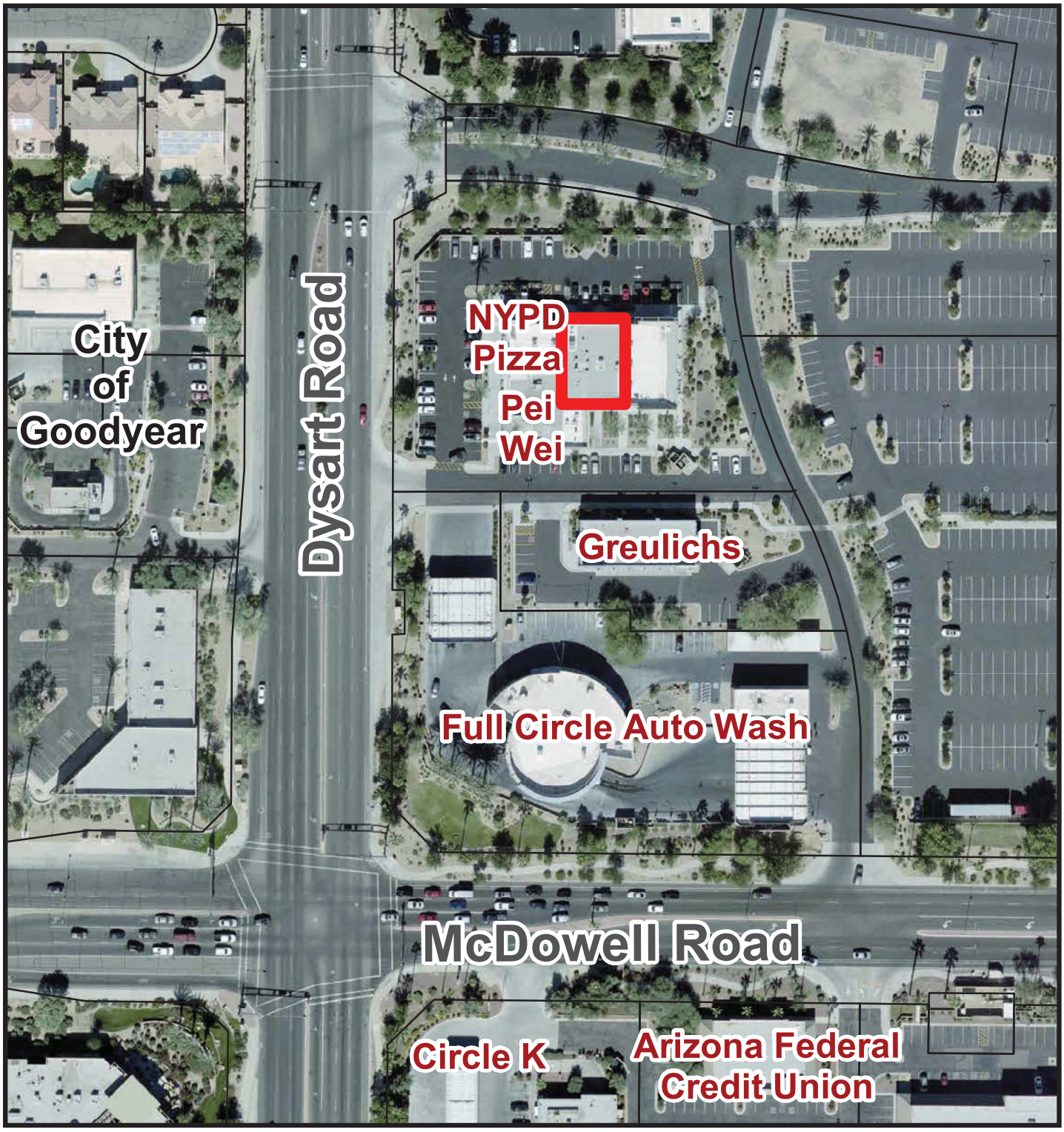
El Taco Santo, a new Mexican restaurant is proposed in the Alameda Crossing development located approximately 320 feet north of the northeast corner of Dysart Road and McDowell Road, between NYPD Pizza and Alameda Crossing Dental Group. Issuance of a new Series 12 (Restaurant) liquor license is required to allow alcohol sales on the premises.

Series 12 (Restaurant) liquor licenses are exempt from state-mandated 300-foot separation requirement from churches, schools, or fenced school recreational areas.

The General Plan designates the property as Local Commercial and the current zoning is the Palm Valley Planned Area Development (PAD), which allows for C-2 uses including restaurants. Restaurant uses are compatible with both the Local Commercial General Plan designation and the PAD zoning.

Staff recommends approval of this request.

Attachment: Aerial Photograph
Zoning Vicinity Map



Aerial Photograph

Avondale

Business Location

Zoning Vicinity Map

Avondale

Business Location

Avondale
Aspiring. Achieving. Accelerating.

LICENSE REVIEW FORM

Type of License	Series 12 - Restaurant
Applicant's Name	Juanita Alicia Esparza
Business Name	El Taco Santo
Business Address	1619 N Dysart Road #104

Department Comments

Received business license and TPT license from applicant.

- ☐ **Police Department**
- ☐ **Fire Department**
- ☐ **Development Services**
- ☑ **Finance Department**

- ☑ **Approved**
- ☐ **Denied**

Daniel Vazquez	Accountant/Tax Auditor
E-Signature	**Title**
Daniel Vazquez	1/28/21
Name	**Date**

This license is scheduled for the City Council Meeting on: February 16, 2021

Please email form back to the City Clerk's Office by: January 21, 2021

Avondale
Aspiring. Achieving. Accelerating.

LICENSE REVIEW FORM

Type of License	Series 12 - Restaurant
Applicant's Name	Juanita Alicia Esparza
Business Name	El Taco Santo
Business Address	1619 N Dysart Road #104

Department Comments

No comments

- ☐ **Police Department**
- ☑ **Fire Department**
- ☐ **Development Services**
- ☐ **Finance Department**

- ☑ **Approved**
- ☐ **Denied**

Jason Napier	Fire Marshal
E-Signature	**Title**
Jason Napier	1-14-2021
Name	**Date**

This license is scheduled for the City Council Meeting on: February 16, 2021

Please email form back to the City Clerk's Office by: January 21, 2021

Avondale
Aspiring. Achieving. Accelerating.

LICENSE REVIEW FORM

Type of License	Series 12 - Restaurant
Applicant's Name	Juanita Alicia Esparza
Business Name	El Taco Santo
Business Address	1619 N Dysart Road #104
Department Comments	

☑ **Police Department** ☐ **Fire Department**

☐ **Development Services** ☐ **Finance Department**

☑ **Approved** ☐ **Denied**

Jonathon Martin	Lieutenant
E-Signature	**Title**
Jonathon Martin	01/12/21
Name	**Date**

This license is scheduled for the City Council Meeting on: February 16, 2021

Please email form back to the City Clerk's Office by: January 21, 2021

NOTICE

APPLICATION TO SELL ALCOHOLIC BEVERAGES
DATE POSTED: *JANUARY 12, 2021*

A HEARING ON A LIQUOR LICENSE APPLICATION
SHALL BE HELD BEFORE THE **AVONDALE CITY COUNCIL**

LOCATION:
AVONDALE CITY HALL
CITY COUNCIL CHAMBERS
11465 W CIVIC CENTER DR, AVONDALE
DATE: FEBRUARY 16, 2020
AT 6:00 PM.
MEETING HELD VIA ZOOM

(HEARING DATES SUBJECT TO CHANGE,
TO VERIFY CALL: 623-333-1200)

****SERIES 12: RESTAURANT ****

THE LOCAL GOVERNING BODY WILL RECOMMEND TO THE STATE LIQUOR BOARD WHETHER THE BOARD SHOULD GRANT OR DENY THE LICENSE. THE STATE LIQUOR BOARD MAY HOLD A HEARING TO CONSIDER THE RECOMMENDATION OF THE LOCAL GOVERNING BODY. ANY PERSON RESIDING OR OWNING OR LEASING PROPERTY WITHIN A ONE-MILE RADIUS MAY CONTACT THE STATE LIQUOR BOARD IN WRITING TO REGISTER AS A PROTESTER. TO REQUEST INFORMATION REGARDING PROCEDURES BEFORE THE BOARD AND NOTICE OF ANY BOARD HEARINGS REGARDING:

EL TACO SANTO
1619 N DYSART ROAD #104
AVONDALE, AZ 85392

THIS APPLICATION, CONTACT: STATE LIQUOR BOARD - 800 W. WASHINGTON, 5TH FLOOR, PHOENIX, AZ 85007 STATE LIQUOR DEPT: (602) 542-9789
INDIVIDUALS REQUIRING ADA ACCOMMODATIONS CALL THE CITY CLERK AT: 623-333-1200

State of Arizona
Department of Liquor Licenses and Control

Created: 01/11/2021 @ 01:54:45 PM

Local Governing Body Report

LICENSE

AGENT

OWNER

EL TACO SANTO WEST LLC - MEMBER

TS PRODUCE LLC - MEMBER

TS PRODUCE LLC - MEMBER

TS PRODUCE LLC - MEMBER

104
NOTICE

Item Number: 4.e.

CITY COUNCIL REPORT

SUBJECT: Second Amendment to Contract for Services - Area Agency on Aging

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Christopher Lopez, Neighborhood and Family Services Director, 623-333-2711

THROUGH: Cherlene Penilla, Deputy City Manager, (623) 333-2214

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:

City Council will consider a request to approve an amendment to the current contract with Area Agency on Aging (AAA) for fiscal year 2020-2021 to receive additional funding in the amount of $15,000 for the Congregate and Home Delivered Meal Program and authorize the City Manager and City Clerk to execute the necessary documents. The Council will take appropriate action

BACKGROUND:

The City of Avondale has been contracted by Area Agency on Aging (AAA) to provide meals and activities for active adults and disabled individuals for more than thirty (30) years. AAA funding supplements active adult services and programming provided to eligible residents targeted in the Avondale, Goodyear, and Litchfield Park areas. These services include the congregate meals program, home delivered meals program, multipurpose center operations program and transportation program.

DISCUSSION:

As a result of the COVID-19 pandemic, the City of Avondale has experienced an increase in home delivered meal clients and food costs. AAA has made additional funds available to address this issue and support Avondale in providing vital services to one of our most vulnerable populations. The City of Avondale will receive additional funds from AAA in the amount of $15,000 for the purchase of Food and Supplies to accommodate increased service needs related to the COVID-19 Pandemic.

BUDGET IMPACT:

The additional funding will be provided by AAA to assist with increased program costs. This will require a transfer of expenditure appropriations from the grant contingency account 209-5300-00-6990 to provide the expenditure authority for these funds. There is no match required.

RECOMMENDATION:

Staff recommends that City Council approve an amendment to contract #2021-07-AVO 2 and authorize the City Manager and City Clerk to execute the necessary documents.

Contract #2021-07-AVO

AMENDMENT 2

Contract for Services Between

Area Agency on Aging, Region One, Incorporated *AND* **City of Avondale**

1366 E. Thomas Road, Suite 108
Phoenix, Arizona 85014
602-264-2255 fax: 602-230-9132

11465 W. Civic Center Drive
Avondale, Arizona 85323
623-333-2705 fax: 623-333-0270
EIN 86-6000233

EFFECTIVE DATE OF THIS AMENDMENT: January 1, 2021

PURPOSE OF THE AMENDMENT:

1. Increase Area Agency funding for Home-Delivered Meals by $5,000 from $187,279 to $192,279 for the purchase of Home-Delivered Meal Materials & Supplies due to increased service needs related to the COVID-19 Pandemic.
2. Increase Area Agency funding for Congregate Meals by $10,000 from $101,586 to $111,586 for the purchase of Congregate Dining Supplies due to increased service needs related to the COVID-19 Pandemic.

EXCEPT PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AS HERETOFORE CHANGED AND/OR AMENDED REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT.

IN WITNESS WHEREOF, the parties enter into this Contract:

AREA AGENCY ON AGING,
REGION ONE, INCORPORATED

City of Avondale

Signature and Date

Mary Lynn Kasunic, President & CEO
Area Agency on Aging, Region One

Signature and Date

Charles Montoya, City Manager

City of Avondale ATTEST:
City Clerk

CONTRACT SUMMARY

FIXED PRICE WITH PRICE ADJUSTMENT

CONTRACT #:	2021-07-AVO
CONTRACTOR:	City of Avondale
Document	***Amendment 2***
Contract Term	July 1, 2020 to June 30, 2021

Contract Payment Ceiling for All Services: **TOTAL: $ 378,934**

CONTRACT OPERATING BUDGET

REVENUE	**Congregate Meals**	**Home Delivered Meals**	**Multipurpose Operations**	**Transportation**
Area Agency	111,586	192,279	12,000	63,069
Project Income	10,200	750	-	13,001
Non-Fed Inkind	-	-	-	-
Non-Fed Cash	42,044	85,472	105,338	72,411
Other Federal	-	-	-	-
TOTAL	163,830	278,501	117,338	148,481
EXPENSES				
Personnel	67,241	127,795	75,538	83,350
ERE	23,850	37,850	20,950	16,650
Prof&Outside	-	-	800	-
Travel	-	14,400	-	29,104
Space	7,500	4,700	13,500	-
Equipment	-	-	-	-
Materials/Supl	55,300	78,600	2,100	-
Operating Svc	9,939	15,156	4,450	19,377
Indirect	-	-	-	-
TOTAL	163,830	278,501	117,338	148,481
Units	17,000	17,000	3,500	13,700
Unit Rate	$ 9.64	$ 16.38	$ 33.53	$ 10.84

COMMUNICATION PAGE

(not an integral page of the Contract)

01/22/21

EMAILED TO:

cmontoya@avondaleaz.gov

elutz@avondaleaz.gov

Item Number: 4.f.

CITY COUNCIL REPORT

SUBJECT: Resolution 1009-0221 - Intergovernmental Agreement with Maricopa Association of Governments for the Design of Pedestrian Facilities on Lower Buckeye Road

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Kevin Murphy, Development and Engineering Services Director, (623) 333-4011

THROUGH: Tracy Stevens, Deputy City Manager, (623) 333-1014

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:

City Council will consider a request to adopt Resolution 1009-0221 authorizing an Intergovernmental Agreement with the Maricopa Association of Governments (MAG) for the assistance toward the cost of preparing 15% design plans for a sidewalk on Lower Buckeye Road between the entrance of the Palm Vista Mobile Home Park and 4th Street, and authorize the Mayor, or City Manager and City Clerk, to execute the necessary documents. The Council will take appropriate action.

BACKGROUND:

The City of Avondale applied for assistance toward the cost of preparing 15% design plans through MAG for sidewalk improvements on the north side of Lower Buckeye Road between the Palm Vista Mobile Home Park and 4th Street. The pedestrian path will provide access to residents in the neighborhood to safely walk along Lower Buckeye Road to 4th Street, and enjoy the amenities at Festival Fields Park.

The total estimated cost of the preparation of the 15% design effort is $21,954.16. Of that total, MAG's contribution is $21,015.16, or 95.73%. The City's contribution is $939 or 4.27%. A design Consultant was previously selected from the MAG on-call list, and a design contract will be executed between MAG and the Consultant after the approval of this IGA.

DISCUSSION:

Funding Summary:

MAG Design Assistance @ 95.73% $21,015.16
City's match @ 4.27% $ 939.00
Total Design Cost $21,954.16

If the design cost of the consultant exceeds $21,954.16, the City will be responsible to cover the excess cost. During the design process, the consultant will provide a construction cost estimate, which will be the basis for a future CIP street construction project.

STRATEGIC PLAN ALIGNMENT

INITIATIVE: Foster Sustainable Community Development

GOAL: Maintain and expand infrastructure and improve connectivity to City amenities

OBJECTIVE: Complete sidewalk in the area of Festival Fields to improve pedestrian mobility

BUDGET IMPACT:

The City funding needed for the Project is $939, and is available in CIP line item 304-1220-00-8420, Pedestrian Ramp/Sidewalk Program. MAG's contribution will be paid directly to the consultant.

RECOMMENDATION:

Staff recommends City Council adopt a Resolution authorizing an Intergovernmental Agreement with the Maricopa Association of Governments (MAG) for the assistance toward the cost of preparing 15% design plans for a sidewalk on Lower Buckeye Road between the entrance of the Palm Vista Mobile Home Park and 4th Street, and authorize the Mayor, or City Manager and City Clerk, to execute the necessary documents.

RESOLUTION NO. 1009-0221

A RESOLUTION OF THE COUNCIL OF THE CITY OF AVONDALE, ARIZONA, APPROVING AN INTERGOVENMENTAL AGREEMENT WITH THE MARICOPA ASSOCIATION OF GOVERNMENTS RELATING TO PEDESTRIAN IMPROVEMENTS ON LOWER BUCKEYE ROAD.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF AVONDALE as follows:

SECTION 1. The Intergovernmental Agreement with the Maricopa Associations of Government relating to the pedestrian improvements to Lower Buckeye Road from Litchfield Road to 4th Street (the "Agreement") is hereby approved in substantially the form and substance attached hereto as Exhibit A and incorporated herein by reference.

SECTION 2. The Mayor, the City Manager, the City Clerk and the City Attorney are hereby authorized and directed to take all steps necessary to cause the execution of the Agreement and to take all steps necessary to carry out the purpose and intent of this Resolution.

PASSED AND ADOPTED by the Council of the City of Avondale, Arizona, February 16, 2021.

_____
Kenneth N. Weise, Mayor

ATTEST:

_____
Marcella Carrillo, City Clerk

APPROVED AS TO FORM:

_____
Nicholle Harris, City Attorney

EXHIBIT A
TO
RESOLUTION NO. 1009-0221

[Agreement]

See following pages.

AGREEMENT BETWEEN

MARICOPA ASSOCIATION OF GOVERNMENTS

AND THE CITY OF AVONDALE

PEDESTRIAN FACILITIES ON LOWER BUCKEYE ROAD

This agreement (Agreement) is between the Maricopa Association of Governments ("MAG"), an Arizona non-profit corporation and the City of Avondale, an Arizona municipal corporation ("CITY"), collectively referred to as the "Parties," or individually as a "Party."

This Agreement shall become effective as of the last date of execution below and shall continue in full force and effect until June 30, 2022. MAG and CITY view this Agreement as a mutually beneficial relationship.

A) Statutory Authorization Agreement

MAG

MAG is empowered by Arizona Revised Statutes §§ 28-6308 and 28-6353 to enter into this Agreement. MAG is the recipient of Regional Area Road Funds, Federal Highway Administration ("FHWA") Funds, and Federal Transit Administration Funds as described in the FY 2021 MAG Unified Planning Work Program and Budget ("FY 2021 UPWP"), and as described in the agreement between MAG and the Arizona Department of Transportation ("ADOT").

THE CITY OF AVONDALE

CITY is authorized by Arizona Revised Statutes § 11-952 to enter into this Agreement.

B) Purpose of the Agreement

The purpose of this Agreement is to identify and define the level of financial participation by CITY and MAG to prepare Pedestrian Facilities on Lower Buckeye Road ("PROJECT").

The PROJECT will be completed through MAG Contract No. 0600-0145-21-E001-828C-0H-IGA using a consultant from the approved Pedestrian and Bicycle Facilities Design Assistance Program and Bicycle and Pedestrian Master Plans and First Time Updates On-Call Consultant list. The cost of this PROJECT will not exceed $21,954.16. The scope of work is set forth in Exhibit "A."

C) Mission/Goal Statement

The goal of the PROJECT is to develop a project assessment report and evaluate the connection of an approximately 1.0-mile-long section of Lower Buckeye Road (an arterial road), for bike and pedestrian environment corridor improvements from Litchfield Road (arterial roadway) to the 4th Street (collector roadway).

D) Study Funding

1. MAG is the recipient of Regional Area Road Funds ("RARF"), Federal Highway Administration Funds ("FHWA") and Federal Transit Administration Funds ("FTA") as described in the FY 2021 MAG Unified Planning Work Program and in the agreement between MAG and ADOT.

2. The FY 2021 UPWP includes the PROJECT as part of the approved FY 2021 Pedestrian and Bicycle Facilities Design Assistance Program On-Call.

3. The consultant contract for the PROJECT will be for an amount not to exceed $21,954.16. Subject to

the availability of funding and approval of their respective governing bodies, funding for the PROJECT will be shared among the Parties as follows:

Maricopa Association of Governments	$ $21,015.16	95.73%
City of Avondale	$ $939.00	4.27%
Total	$ $21,954.16	100%

4. Cost adjustments: The MAG/CITY proportional share is to be split 4.27/95.73 for any amount less than or equal to $21,954.16. If the cost for the consultant is more than $21,954.16, it will be CITY'S responsibility to cover excess costs.

5. CITY'S financial participation is limited to paying CITY'S share as provided in paragraphs 3 and 4 above. It shall be MAG's responsibility to enter into the consultant contract.

6. MAG will invoice CITY for CITY'S share within thirty (30) calendar days of execution of this Agreement. CITY shall make payment to MAG thirty (30) calendar days after receipt of invoice. The financial contribution of both Parties shall be deposited into the specified account no later than sixty (60) calendar days after payment of invoice. MAG shall maintain billing accounts and financial records during and for three (3) years after the completion of this Agreement and will produce the same to CITY upon CITY'S written request.

7. All notices or demands required to be given pursuant to the terms of this Agreement shall be given to the other Party in writing, delivered in person, sent by confirmed email, deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested, or deposited with any commercial air courier or express service at the addresses set forth below, or to such address as the Parties may substitute by written notice given in the manner described in this paragraph.

   For MAG:

   Eric J. Anderson
   Executive Director
   Maricopa Association of Governments
   302 North First Avenue, Suite 300
   Phoenix, Arizona 85003
   602-254-6300

   For the City of Avondale:

   Charles Montoya
   City Manager
   11465 W. Civic Center Dr.
   Suite 120
   Avondale, AZ 85323
   623-333-1011

   Notices shall be deemed received on date delivered, if delivered by hand; on the day it is sent by confirmed email; on the second day after its deposit with any commercial air courier or express service; or, if mailed, ten (10) calendar days after the notice is deposited in the United States mail as above provided; and on the delivery date indicated on receipt if delivered by certified or registered mail. Any time period stated in a notice shall be computed from the time the notice is deemed received. Notices sent by confirmed email shall also be sent by regular mail to the recipients at the above addresses. This requirement for duplication notice is not intended to change the effective date of the notice sent by confirmed email.

8. In the event that the MAG funds required for performance of this Agreement are withdrawn or are not available for funding, this Agreement, without penalty to any of the Parties, may be immediately

terminated; and any financial contribution paid by CITY will be returned to CITY.

9. After the PROJECT has been completed and the final retainage invoice has been paid to the consultant, the CITY will invoice MAG within 30 days for reimbursement of CITY'S SHARE that has not been spent (if any).

E) General Terms and Conditions of the Agreement

1. Governing Law. This Agreement is entered into in Arizona and shall be construed and interpreted under the laws of the State of Arizona.

2. Severability. If any provision of this Agreement is declared invalid, illegal or unenforceable, that provision shall be severed from the Agreement, and the remaining provisions shall otherwise remain in full force.

3. Hold Harmless. MAG and CITY (each as "Indemnitor") agree to indemnify, defend, and hold harmless the other Party (as "Indemnitee") from and against any and all claims, losses, liability, costs, or expenses (including, but not limited to, reasonable attorneys' fees) (hereinafter collectively referred to as "Claims") arising out of the bodily injury of any person (including death) or property damage and any other claims (including, but not limited to, claims of derivative or vicarious liability), which are caused by the act, omission, negligence, misconduct or other fault of the Indemnitor, its officers, officials, agents, employees or volunteers.

4. This Agreement shall not be construed to imply authority to perform tasks, or accept any responsibility, not expressly set forth herein.

5. This Agreement shall be strictly constructed against the creation of a duty or responsibility unless the intention to do so is clearly and unambiguously set forth herein.

6. This Agreement shall be subject to cancellation for conflict of interest without penalty or further obligations as provided by A.R.S. § 38-511.

7. This Agreement constitutes the entire understanding of the Parties and supersedes all previous representations, written or oral, with respect to the services specified herein. This Agreement may not be modified or amended except by a written document, signed by authorized representatives of each Party.

8. Each Party hereby warrants and represents that it has full power and authority to enter into and perform this Agreement, and that the person signing on behalf of each has been properly authorized and empowered to enter into this Agreement. Each Party further acknowledges that it has read this Agreement, understands it, and agrees to be bound by it.

(Signature page follows)

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement.

City of Avondale, an Arizona municipal corporation

By: _____
Kenneth Weise
Mayor

Date: _____

Attest:

By: _____
Marcella Carrillo
City Clerk

Maricopa Association of Governments, an Arizona non-profit corporation

By: _____
Eric J. Anderson
Executive Director

Date: _____

Reviewed as to form by General Counsel for Maricopa Association of Governments, and Counsel for the City of Avondale

I have reviewed the above referenced Agreement between MAG and the City of Avondale, an agreement proper in form and within the powers and authority granted to the CITY under the laws of the State of Arizona.

No opinion is expressed as to the authority of MAG to enter into this Agreement.

_____
Nicholle Harris
Attorney for the City of Avondale

[redacted]
Mitesh V. Patel
Maricopa Association of Governments
General Counsel

APPENDIX A – SCOPE OF SERVICES

MARICOPA ASSOCIATION OF GOVERNMENTS

PEDESTRIAN FACILITIES ON LOWER BUCKEYE ROAD

I. WORK PLAN AND TASKS

The CITY is evaluating the connection of an approximately 1.0-mile-long section of Lower Buckeye Road (an arterial road), for bike and pedestrian environment corridor improvements from Litchfield Road (arterial roadway) to the 4th Street (collector roadway). The project will connect to the Festival Fields Park and several surrounding neighborhood associations. This community driven project is to develop a consistent corridor that puts the safety of pedestrians and bicyclists first; meets ADA standards; completes bicycle and pedestrian linkage on a low stress route and connect to the ZOOM commuter transit bus route stop. A feature task of this project will include the public outreach / stakeholder engagement effort. This corridor study is proposed to be prepared in a Project Assessment ("PA") format. Under that format, utility review and a public outreach program is to be conducted. A 15% set of preliminary design plans will be included by the design team with the PA.

Task 1. Scope Refinement, General Coordination and Project Administration

CONSULTANT will meet with MAG and the CITY to review the project approach, schedule, specific requirements, and administrative procedures needed to complete this initial phase of the project. The team will also visit the project site to discuss design issues and recommendations for specific site conditions. The pedestrian facilities on Lower Buckeye Road will connect Litchfield Road at the west end of the project corridor with 4th Street to the east. The project will intersect with S. 5th Avenue and Central Avenue and offer connections to Festival Fields Regional Park. This project has a limited budget, and the consulting team will work with CITY to address the needs of developing a PA for the 1.0-mile corridor. Monthly coordination between the design team, CITY staff, MAG staff, and project area stakeholders shall be included under this task for the duration of the project.

Task 2. Meetings & Events: Stakeholder / Core team / Public

2.1 Core Team & Stakeholder events: Core team events to include CITY, MAG Program Manager, Design Team, and other government agency contacts impacted by the project scope or limits. Stakeholders shall be identified by CITY and CONSULTANT to provide input and coordination during the development of concepts and the PA. Stakeholders are anticipated to be adjacent parcel owner organizations, businesses, immediate area park facilities, and other specific entities affected by the proposed corridor modifications. Team meetings shall be provided as an allowance of three (**3) meeting events,** at two (2) hours per event, to be chosen by the CITY for occurrence during the project schedule. It is anticipated to include one (1)project kickoff event, one (1)post public engagement event to summarize community input, and one (1)draft PA comment review event.

2.2 Public events: CONSULTANT shall participate in and support one (1) public event scheduled for this project. The public event program shall be developed by CONSULTANT. This project scope incudes one (**1) meeting event** support services, with a weeknight event. The event will be held at a CITY facility at no cost to the project. The CITY will provide a room with power to allow the Design Team to present a slideshow presentation. The CITY will provide announcement materials for the event. The event is anticipated to be held in February of 2021 and is expected to be a weekend night event for no more than three (3) hours. As an alternate to a live event, CONSULTANT has the capability to provide a virtual public meeting with a live virtual meeting using Zoom / MS Teams, a pre-recorded meeting, or providing materials for a CITY hosted interactive website.

Task 3. <u>Data Collection</u>

Collect available relevant data pertinent to on- and off-site conditions and regulations or procedures, which may influence the design concepts. General data pertaining to traffic movement, accident reports, existing and planned transportation facilities, aerial imagery, visual character, right of way mapping, land use, easements, and utility information will be identified. In addition to these project corridor factors, information pertaining to utilities, engineering constraints, site visibility, path / bike environment design, maintenance concerns and CITY / MAG design guidelines will be considered. The CITY shall provide all aerial imagery available or GIS data files for the use by the Design Team. The CITY shall also collect the environmental survey information within the project limits for the Design Team use in preparing the Project Assessment. CONSULTANT will develop concept mapping and schematic base sheets for this project. CONSULTANT team includes Engineering Alliance, Inc. (EA) to support collecting specific topographical information and preparation of the base maps along the project corridor. EA shall perform field data collection of the corridor by performing a topographical land survey for horizontal and vertical control, identify existing utility facilities within the project limits, and prepare base maps showing the existing features and utilities. EA will also perform a preliminary drainage evaluation to identify any issues within the project area and provide recommendation for improvement to at 15% design levels.

The sub-tasks required to complete this task are as follows:

3.1 Site Visits: the CONSULTANT Design Team will observe the 1.0-mile length of the project corridor to determine existing conditions and possible design impact considerations. The CONSULTANT team will take digital images of the various site conditions for future reference and inclusion in the documentation of the project.

3.2 Design Standards Review: CONSULTANT will also review MUTCD, ADA, AASHTO, and NACTO Urban Bikeway Design Guide for pedestrian and bicycle environment design standards and Avondale / MAG Guidelines for preparation of a conceptual corridor (bike and pedestrian focused) design.

3.3 Obtain Existing Data: CONSULTANT will obtain available site data and coordinate with CITAY staff to develop base mapping data to be used in the preparation of 15% concept plans and concept alternatives.

3.4 Review Adjacent Land Use: CONSULTANT will review existing land use for areas adjacent to the corridor, and will discuss and define the CITY's knowledge of proposed and adjacent future land uses.

3.5 EA Field Data Collection: EA will conduct a field topographical land survey of the corridor within the CITY Right Of Way plus five (5) feet outside these limits. Existing utilities in the areas will be documented and provided as a working CAD base file. Horizontal and Vertical control of the project area features will be identified. EA will also perform a preliminary drainage evaluation to identify any issues within the project area and provide recommendation for improvement to at 15% design levels.

3.6 Identify Right of Way, Tracts Easements: CONSULTANT will identify existing tracts, to whom the tracts are dedicated and for what purpose. Identify Right-of-Way easements, ownership and determine areas where new easements will be required. ROW easement ownership will be identified with coordination assistance from the CITY.

3.7 Review Travel Routes: CONSULTANT will obtain and review information of existing and proposed transportation travel routes, which may link to this corridor. These shall include roadway, sidewalks, traffic calming features, bus routes, bike paths, and pedestrian links

3.8 Task Summary Report: CONSULTANT will prepare a brief report of data collected and the value of each information source as it relates to the development of the project concept to achieve project goals and objectives.

Task 4. <u>Data Analysis</u>

CONSULTANT shall provide analysis of the materials and information collected for the project area from materials collected under **Task 3**. Data shall be evaluated to determine possible opportunities and constraints as related to the study area and corridor improvements. An opportunities and constraints map shall be provided during this task. Analysis shall generate design criteria and project impacts to the concept development prepared under **Task 5**. Analysis and review shall be documented as a task summary report after this task.

The sub-tasks required to complete this task are as follows:

4.1 Opportunities and Constraints Map CONSULTANT will prepare a map of the 1.0-mile length of the project corridor to identify existing condition and future consideration impacts to the project.

4.2 Drainage Summary Statement: CONSULTANT will prepare a brief report of watershed, drainage, and existing conditions grading of the corridor to identify any potential issues or metrics to achieve during the concept design task of the pA development.

4.3 Circulation Summary Statement: CONSULTANT will prepare a brief report of corridor connectivity, active transportation networks, existing parking condition, and traffic patterns of the corridor to identify any potential issues or metrics to achieve during the concept design task of the PA development.

4.4 Task Summary Report: CONSULTANT will prepare a brief report of data analyzed and the impacts to the project from each source collected under **Task 3**.

Task 5. <u>Project Assessment Report - DRAFT</u>

The PA summarizes the initial conditions of the project. CONSULTANT will follow the specific format provided by ADOT or MAG for the preparation of this document. The PA will be prepared in a draft format and submitted for review by MAG and the CITY. The PA will document the project need, scope of design, and impacts on the surrounding build environment by the proposed concept. The PA shall include conceptual design solutions for the proposed improvements to the corridor environment (with a focus on active transportation). Concepts shall include up to two (2) design alternatives to select areas of the corridor for options to challenging locations such as restricted right of way areas, arterial roadway crossings, pedestrian facilities alignment, traffic calming opportunities, gaps in circulation networks, and neighborhood connection locations. A concept package of existing and proposed corridor design sections, barrier solutions, way-finding features, and environment character shall be prepared to accompany the PA as 15% level plans for the 1.0-mile corridor. Following review by CITY and MAG, a meeting will be scheduled to discuss the review comments and any clarifications to be incorporated.

5.1 Initial document preparation: Prepare a PA Draft as preliminary report of the project design goals. PA Draft document shall be provided as PDF final documents to CITY and MAG as final deliverables.

5.2 Concept Development and Presentation Package: Prepare a preliminary design concept package with specific alternatives for options to challenging locations such as restricted right of way areas, arterial roadway crossings, traffic calming opportunities, gaps in circulation networks, and potential node locations. PA Draft document, with concept graphics and 15% design plans, shall be provided as PDF final documents to the CITY and MAG as final deliverables. The assumption for this concept package is that one (1) preferred alternate is prepared. Included in the preferred alternative will be options (not more than two (2) additional design options will be prepared) for segment alignments, and aesthetic treatment of bicycle and pedestrian environments.

5.3 Review Meeting: Attend a meeting to review the comments identified on the PA Draft. Discuss the clarifications needed and develop a consensus among the participants as to the

recommended efforts needed to complete the PA in a satisfactory manner.

Task 6. Project Assessment Report - FINAL

The PA) shall be revised per comments from the PA Draft provided by CITY and MAG staff. The PA shall be finalized for the executive summary of the project description, the project background data, the scope of improvements, the project development considerations (including traffic, pedestrian buffers, right-of-way, utility impacts, design criteria, typical corridor segment design types and sections, cost impacts of the project, potential phasing, and potential funding sources) and the preferred concept design package.

6.1 Refine and Finalize Project Assessment: CONSULTANT will edit the PA based on the comments received and prepare a final PA for final review and approval by MAG and the CITY The final PA document shall be provided as PDF final documents to CITY and MAG as final deliverables.

6.2 Refine and Finalize Concept Development and Presentation Package: CONSULTANT shall edit the concept design package per comments provided during the DRAFT review. Plans shall be finalized for approval by MAG and the CITY. Concept Plans shall be provided as PDF final documents to CITY and MAG as final deliverables.

Task 7. Executive Summary and Regional Significance Report / Final Deliverables

7.1 Executive Summary and Regional Significance Report: CONSULTANT will prepare an executive summary of the project. The summary shall include an aerial map of the area, before and after sections, renderings, and a brief description of the pedestrian/bicycle design assistance project and key recommendations. A primary goal of the summary shall be to provide an explanation of the regional significance of the project and lessons learned from this project that could be applied to the other areas of the region to help improve the pedestrian/bicycle environment. The summary will include text to describe the short term and long-term corridor improvements and design impacts to the Lower Buckeye Road corridor between Litchfield Road and S. 4th Street in the CITY. The summary shall be reviewed by the MAG Program Manager and comments shall be incorporated into the draft summary.

7.2 CD of Final Deliverables: CONSULTANT will prepare a CD / DVD / USB Drive with the pertinent project related reports and final concept PA as jpg, Word, of PDF formats.

II. DELIVERABLES

The products of this project may include the following or additional items as agreed to by CONSULTANT, the MAG Program Manager, and the CITY. Each product will succinctly present information in an engaging format suitable for a diverse audience with extensive use of photos, tables, matrices, drawings, and charts. Each product will be reviewed as follows: An administrative draft of each deliverable will be submitted in both electronic (Microsoft Word) and hard copy format to the MAG Program Manager and CITY for review. Comments from the MAG Project Manager, local contacts, utility companies, and meetings will be incorporated into the working paper by CONSULTANT before distribution for additional review. Additional review of work products may be performed by others as determined by the MAG Program Manager and/or CITY. Comments received during the review process will be incorporated into the report by CONSULTANT. All camera-ready copies will be provided electronically, in Microsoft Word and PDF format.

Task 1: Scope Refinement, General Coordination and Project Administration

The report document will include a list of specific project tasks and a schedule for completion of each task. Monthly billing and invoice documentation will be provided.

Task 2: Meetings & Events: Stakeholder / Core team / Public CONSULTANT shall prepare a summary report documenting meeting event records, public and core event summaries, and the stakeholder input.

Task 3: Data Collection CONSULTANT shall prepare a summary report documenting the data collected for the project

Task 4: Data Analysis CONSULTANT shall prepare a summary report documenting the data analysis of the collected materials and site conditions for the project.

Task 5: Project Assessment Report - DRAFT CONSULTANT shall prepare a DRAFT PA report documenting the project concept, alternative preferred, and site development considerations.

Task 6: Project Assessment Report - FINAL CONSULTANT shall prepare a FINAL PA report from the reviewed DRAFT documenting the project concept, alternative preferred, and site development considerations.

Task 7: Executive Summary and Regional Significance Report / Final Deliverables CONSULTANT will prepare an executive summary document of the project. The summary shall include an aerial map of the area, images and pictures, concept plans and a brief description of the design assistance project and key recommendations. A page shall be prepared to identify the project significance and its impacts to the region. A final CD or USB drive of all print ready deliverable materials shall be provided to MAG.

III. SCHEDULE

It is anticipated that the study will commence on or about January 25, 2021 and be completed by September 30, 2021. It is important to note that the "schedule for completion" column refers to completion dates of initial draft documents for internal review by MAG and the CITY. The review period is programmed for two weeks.

TASK	SCHEDULE FOR COMPLETION
1. Scope Refinement, General Coordination and Project Administration.	01-25-21 to 09-30-2021 (8 months)
2. Meetings & Events: Stakeholder / Core team / Public	01-25-21 to 05-13-2021 (4 months)
3. Data Collection	01-25-21 to 02-16-2021 (1 month)
4. Data Analysis	02-16-21 to 03-14-2021 (1 month)
5. Project Assessment Report - DRAFT	02-16-21 to 04-31-2021 (2.5 months)
6. Project Assessment Report - FINAL	05-01-21 to 07-01-2021 (2 months)
7. Executive Summary and Regional Significance Report / Final Deliverables	07-01-21 to 07-15-2021 (0.5 months)

IV. CONSULTANT WORK TEAM

The CONSULTANT will form a work team of key personnel (as named below) to perform the project. Other labor requirements will be filled by other staff members of the CONSULTANT.

Jason Harrington, RLA, will serve as project manager. He will be primarily responsible for overseeing the project, developing concept, and ensuring quality control. He will be assisted by **Sara Jacoby** RLA, Landscape Architect, and **Scarlett Liu**, Designer / Planner. CONSULTANT will address multi-modal design, project identity, project management, and lead the PA production effort. CONSULTANT will also address the public and stakeholder outreach facilitation.

Subconsultants include **Engineering Alliance, Inc. ("DBE")** shall be utilized for collection of existing topographical survey, existing utilities, and existing grading and drainage facilities information. Engineering Alliance shall address the civil and drainage engineering, and utility and roadway design aspects of the project; **Shawn Kumar**, **Thomas Lavalette**, and **Ebi Shafaie** will be the individuals representing Engineering Alliance.

V. BUDGET

The approved design assistance requested budget is $21,954.16 total.

The budget for the project by task is as follows:

Task	Budget
1. Scope Refinement, General Coordination and Project Administration.	**$3,146.88**
2. Meetings & Events: Stakeholder / Core team / Public	**$2,038.08**
3. Data Collection	**$4,415.20**
4. Data Analysis	**$2,921.60**
5. Project Assessment Report – DRAFT	**$5,577.12**
6. Project Assessment Report – FINAL	**$2,775.52**
7. Executive Summary and Regional Significance Report / Final Deliverables	**$1,079.76**
TOTAL	**$21,954.16**

Lower Buckeye Sidewalk from Palm Vista Mobile Home Park to 4th Street

Item Number: 4.g.

CITY COUNCIL REPORT

SUBJECT: Resolution 1010-0221 - Intergovernmental Agreement with Maricopa Association of Governments for the Design of Pedestrian Facilities on El Mirage Road

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Kevin Murphy, Development and Engineering Services Director, (623) 333-4011

THROUGH: Tracy Stevens, Deputy City Manager, (623) 333-1014

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:

City Council will consider a request to adopt Resolution 1010-0221 authorizing an Intergovernmental Agreement with the Maricopa Association of Governments (MAG) for the assistance toward the cost of preparing 15% design plans for a sidewalk on the west side of El Mirage Road between Calle Hermosa and Elwood Road, and authorize the Mayor, or City Manager and City Clerk, to execute the necessary documents. The Council will take appropriate action.

BACKGROUND:

The City of Avondale applied for assistance toward the cost of preparing 15% design plans through MAG for sidewalk improvements on the west side of El Mirage Road between Calle Hermosa and Elwood Road. Last year, the City installed an intermediate asphalt path on El Mirage Road between Calle Hermosa and Lower Buckeye Road. This design project will be for permanent improvements in this area, providing safe pedestrian mobility, and will also serve the future residents of the Alamar community.

The total estimated cost of the 15% design effort is $30,995.58. Of that total, MAG's contribution is $29,288.58, or 94.3%. The City's contribution is $1,707 or 5.7%. A design consultant was previously selected from the MAG on-call list, and a design contract will be executed between MAG and the Consultant after the approval of this IGA.

DISCUSSION:

Funding Summary:

MAG Design Assistance @ 94.3% $29,288.58
City’s match @ 5.7% $ 1,707.00
Total Design Cost $30,995.58

If the design cost of the consultant exceeds $30,995.58, the City will be responsible to cover the excess cost. During the design process, the consultant will provide a construction cost estimate, which will be the basis for a future CIP street construction project.

BUDGET IMPACT:

The City funding needed for the Project is $1,707, and is available in CIP line item 304-1220-00-8420, Pedestrian Ramp/Sidewalk Program. MAG's contribution will be paid directly to the consultant.

RECOMMENDATION:

Staff recommends that City Council adopt a resolution authorizing an Intergovernmental Agreement with the Maricopa Association of Governments (MAG) for the assistance toward the cost of preparing 15% design plans for a sidewalk on the west side of El Mirage Road between Calle Hermosa and Elwood Road, and authorize the Mayor, or City Manager and City Clerk, to execute the necessary documents.

RESOLUTION NO. 1010-0221

A RESOLUTION OF THE COUNCIL OF THE CITY OF AVONDALE, ARIZONA, APPROVING AN INTERGOVENMENTAL AGREEMENT WITH THE MARICOPA ASSOCIATION OF GOVERNMENTS RELATING TO PEDESTRIAN IMPROVEMENTS ON EL MIRAGE ROAD.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF AVONDALE as follows:

SECTION 1. The Intergovernmental Agreement with the Maricopa Associations of Government relating to the pedestrian improvements to El Mirage Road from Calle Hermosa to Elwood Street (the "Agreement") is hereby approved in substantially the form and substance attached hereto as Exhibit A and incorporated herein by reference.

SECTION 2. The Mayor, the City Manager, the City Clerk and the City Attorney are hereby authorized and directed to take all steps necessary to cause the execution of the Agreement and to take all steps necessary to carry out the purpose and intent of this Resolution.

PASSED AND ADOPTED by the Council of the City of Avondale, Arizona, February 16, 2021.

_____
Kenneth N. Weise, Mayor

ATTEST:

_____
Marcella Carrillo, City Clerk

APPROVED AS TO FORM:

_____
Nicholle Harris, City Attorney

EXHIBIT A
TO
RESOLUTION NO. 1010-0221

[Agreement]

See following pages.

AGREEMENT BETWEEN

MARICOPA ASSOCIATION OF GOVERNMENTS

AND THE CITY OF AVONDALE

PEDESTRIAN IMPROVEMENT ON EL MIRAGE ROAD FROM CALLE HERMOSA TO ELWOOD STREET

This agreement (Agreement) is between the Maricopa Association of Governments ("MAG"), an Arizona non-profit corporation and the City of Avondale, an Arizona municipal corporation ("CITY"), collectively referred to as the "Parties," or individually as a "Party."

This Agreement shall become effective as of the last date of execution below and shall continue in full force and effect until June 30, 2022. MAG and CITY view this Agreement as a mutually beneficial relationship.

A) Statutory Authorization Agreement

MAG

MAG is empowered by Arizona Revised Statutes §§ 28-6308 and 28-6353 to enter into this Agreement. MAG is the recipient of Regional Area Road Funds, Federal Highway Administration ("FHWA") Funds, and Federal Transit Administration Funds as described in the FY 2021 MAG Unified Planning Work Program and Budget ("FY 2021 UPWP"), and as described in the agreement between MAG and the Arizona Department of Transportation ("ADOT").

THE CITY OF AVONDALE

CITY is authorized by Arizona Revised Statutes § 11-952 to enter into this Agreement.

B) Purpose of the Agreement

The purpose of this Agreement is to identify and define the level of financial participation by CITY and MAG to prepare Pedestrian Improvements on El Mirage Road from Calle Hermosa to Elwood Street ("PROJECT").

The PROJECT will be completed through MAG Contract No. 0600-0145-21-E001-828C-0J-IGA using a consultant from the approved Pedestrian and Bicycle Facilities Design Assistance Program and Bicycle and Pedestrian Master Plans and First Time Updates On-Call Consultant list. The cost of this PROJECT will not exceed $30,995.58. The scope of work is set forth in Exhibit "A."

C) Mission/Goal Statement

The goal of the PROJECT is to develop a project assessment report and evaluating the connection of an approximately 0.75-mile-long section of El Mirage Road (an arterial road), for bike and pedestrian environment corridor improvements from north of Calle Hermosa to Elwood Street.

D) Study Funding

1. MAG is the recipient of Regional Area Road Funds ("RARF"), Federal Highway Administration Funds ("FHWA") and Federal Transit Administration Funds ("FTA") as described in the FY 2021 MAG Unified Planning Work Program and in the agreement between MAG and ADOT.

2. The FY 2021 UPWP includes the PROJECT as part of the approved FY 2021 Pedestrian and Bicycle Facilities Design Assistance Program.

3. The consultant contract for the PROJECT will be for an amount not to exceed $30,995.58. Subject to the availability of funding and approval of their respective governing bodies, funding for the PROJECT will be shared among the Parties as follows:

Maricopa Association of Governments	$ $29,288.58	94.3%
City of Avondale	$ $1,707.00	5.7%
Total	$ $30,995.58	100%

4. Cost adjustments: The MAG/CITY proportional share is to be split 5.7/94.3 for any amount less than or equal to $30,995.58. If the cost for the consultant is more than $30,995.58 it will be CITY'S responsibility to cover excess costs.

5. CITY'S financial participation is limited to paying CITY'S share as provided in paragraphs 3 and 4 above. It shall be MAG's responsibility to enter into the consultant contract.

6. MAG will invoice CITY for CITY'S share within thirty (30) calendar days of execution of this Agreement. CITY shall make payment to MAG thirty (30) calendar days after receipt of invoice. The financial contribution of both Parties shall be deposited into the specified account no later than sixty (60) calendar days after payment of invoice. MAG shall maintain billing accounts and financial records during and for three (3) years after the completion of this Agreement and will produce the same to CITY upon CITY'S written request.

7. All notices or demands required to be given pursuant to the terms of this Agreement shall be given to the other Party in writing, delivered in person, sent by confirmed email, deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested, or deposited with any commercial air courier or express service at the addresses set forth below, or to such address as the Parties may substitute by written notice given in the manner described in this paragraph.

   For MAG:

   Eric J. Anderson
   Executive Director
   Maricopa Association of Governments
   302 North First Avenue, Suite 300
   Phoenix, Arizona 85003
   602-254-6300

   For the City of Avondale:

   Charles Montoya
   City Manager
   11465 W Civic Center Dr, Suite 120
   Avondale, AZ 85323
   623-333-1011

   Notices shall be deemed received on date delivered, if delivered by hand; on the day it is sent by confirmed email; on the second day after its deposit with any commercial air courier or express service; or, if mailed, ten (10) calendar days after the notice is deposited in the United States mail as above provided; and on the delivery date indicated on receipt if delivered by certified or registered mail. Any time period stated in a notice shall be computed from the time the notice is deemed received. Notices sent by confirmed email shall also be sent by regular mail to the recipients at the above addresses. This requirement for duplication notice is not intended to change the effective date of the notice sent by confirmed email.

8. In the event that the MAG funds required for performance of this Agreement are withdrawn or are

not available for funding, this Agreement, without penalty to any of the Parties, may be immediately terminated; and any financial contribution paid by CITY will be returned to CITY.

9. After the PROJECT has been completed and the final retainage invoice has been paid to the consultant, the CITY will invoice MAG within 30 days for reimbursement of CITY'S SHARE that has not been spent (if any).

E) General Terms and Conditions of the Agreement

1. Governing Law. This Agreement is entered into in Arizona and shall be construed and interpreted under the laws of the State of Arizona.

2. Severability. If any provision of this Agreement is declared invalid, illegal or unenforceable, that provision shall be severed from the Agreement, and the remaining provisions shall otherwise remain in full force.

3. Hold Harmless. MAG and CITY (each as "Indemnitor") agree to indemnify, defend, and hold harmless the other Party (as "Indemnitee") from and against any and all claims, losses, liability, costs, or expenses (including, but not limited to, reasonable attorneys' fees) (hereinafter collectively referred to as "Claims") arising out of the bodily injury of any person (including death) or property damage and any other claims (including, but not limited to, claims of derivative or vicarious liability), which are caused by the act, omission, negligence, misconduct or other fault of the Indemnitor, its officers, officials, agents, employees or volunteers.

4. This Agreement shall not be construed to imply authority to perform tasks, or accept any responsibility, not expressly set forth herein.

5. This Agreement shall be strictly constructed against the creation of a duty or responsibility unless the intention to do so is clearly and unambiguously set forth herein.

6. This Agreement shall be subject to cancellation for conflict of interest without penalty or further obligations as provided by A.R.S. § 38-511.

7. This Agreement constitutes the entire understanding of the Parties and supersedes all previous representations, written or oral, with respect to the services specified herein. This Agreement may not be modified or amended except by a written document, signed by authorized representatives of each Party.

8. Each Party hereby warrants and represents that it has full power and authority to enter into and perform this Agreement, and that the person signing on behalf of each has been properly authorized and empowered to enter into this Agreement. Each Party further acknowledges that it has read this Agreement, understands it, and agrees to be bound by it.

(Signature page follows)

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement.

City of Avondale, an Arizona municipal corporation

By: _____
Kenneth Weise
Mayor

Date:_____

Attest:

By:_____
Marcella Carrillo
City Clerk

Maricopa Association of Governments, an Arizona non-profit corporation

By:_____
Eric J. Anderson
Executive Director

Date:_____

Reviewed as to form by General Counsel for Maricopa Association of Governments, and Counsel for the City of Avondale

I have reviewed the above referenced Agreement between MAG and CITY, an agreement proper in form and within the powers and authority granted to the CITY under the laws of the State of Arizona.

No opinion is expressed as to the authority of MAG to enter into this Agreement.

_____
Nicholle Harris
Attorney for the City of Avondale

[redacted]
Mitesh V. Patel
Maricopa Association of Governments
General Counsel

APPENDIX A – SCOPE OF SERVICES

MARICOPA ASSOCIATION OF GOVERNMENTS (MAG)

PEDESTRIAN IMPROVEMENT ON EL MIRAGE ROAD FROM CALLE HERMOSA TO ELWOOD STREET

I. WORK PLAN AND TASKS

The CITY is evaluating the connection of an approximately 0.75-mile-long section of El Mirage Road (an arterial road), for bike and pedestrian environment corridor improvements from north of Calle Hermosa to Elwood Street. The project will improve multi-modal access to existing commercial businesses, Alamar Park, another local city park, and to two nearby elementary schools (one existing, one future). It will also provide an essential connection to the Zoom transit service that currently travels along Lower Buckeye Road. This community driven project is to help eliminate bicycle/pedestrian traffic that currently travels along the southbound lane of El Mirage Road to and from Alamar Park and the adjacent neighborhood. This corridor study is proposed to be prepared in a Project Assessment ("PA") format. Under that format, utility review and a public outreach program is to be conducted. A 15% set of preliminary design plans will be included by the design team with the PA.

Task 1. Scope Refinement, General Coordination and Project Administration

The CONSULTANT will meet with MAG and the CITY to review the project approach, schedule, specific requirements, and administrative procedures needed to complete this initial phase of the project. The team will also visit the project site to discuss design issues and recommendations for specific site conditions. The proposed shared use path on El Mirage Road will connect the existing concrete sidewalk north of Calle Hermosa with the sidewalk south of Elwood Street. The project will intersect with the following side roads:

- Calle Hermosa
- Rio Vista Lane
- Del Rio Lane
- Lower Buckeye (arterial street)
- Florence Street

This project has a limited budget, and the consulting team will work with CITY to address the needs of developing a PA for the 0.75-mile corridor. Monthly coordination between the design team, CITY staff, MAG staff, and project area stakeholders shall be included under this task for the duration of the project.

Task 2. Meetings & Events: Stakeholder / Core team / Public

2.1 **Core Team & Stakeholder events:** Core team events to include CITY, MAG Program Manager, Design Team, and other government agency contacts impacted by the project scope or limits. Stakeholders shall be identified by CITY and CONSULTANT to provide input and coordination during the development of concepts and the PA. Stakeholders are anticipated to be adjacent parcel owner organizations, businesses, and other specific entities affected by the proposed corridor modifications. Team meetings shall be provided as an allowance of three (3) meeting events at two (2) hours per event to be chosen by the CITY for occurrence during the project schedule. It is anticipated to include one (1) project kickoff event, one (1) post public engagement event to summarize community input, and one (1) draft PA comment review event.

2.2 **Public events:** The CONSULTANT shall participate in and support one (1) public event

scheduled for this project. The public event program shall be developed by CONSULTANT . This project scope incudes one (1) meeting event support services, with a weeknight event. The event will be held at a CITY facility at no cost to the project. The CITY will provide a room with power to allow the design team to present a slideshow presentation. The CITY will provide announcement materials for the event. The event is anticipated to be held in June of 2021 and is expected to be a week night event for no more than two (2) hours. As an alternate to a live event, the CONSULTANT has the capability to provide a virtual public meeting with a live virtual meeting using MS Teams, or a pre-recorded meeting, or providing materials for a CITY hosted interactive website.

Task 3. <u>Data Collection</u>

Collect available relevant data pertinent to on- and off-site conditions and regulations or procedures, which may influence the design concepts. General data pertaining to traffic movement, accident reports, existing and planned transportation facilities, aerial imagery, visual character, right of way mapping, land use, easements, and utility information will be identified. In addition to these project corridor factors, information pertaining to utilities, engineering constraints, site visibility, path / bike environment design, maintenance concerns and CITY / MAG design guidelines will be considered. The CITY shall provide all aerial imagery available or GIS data files for the use by the design team. The CITY shall also collect the environmental survey information within the project limits for the design team use in preparing the Project Assessment. CONSULTANT will develop concept mapping and schematic base sheets for this project. The CONSULTANT team includes Engineering Alliance, Inc. ("EA") to support collecting specific topographical information and preparation of the base maps along the project corridor. EA shall perform field data collection of the corridor by performing a topographical land survey for horizontal and vertical control, identify existing utility facilities within the project limits, and prepare base maps showing the existing features and utilities.

The sub-tasks required to complete this task are as follows:

3.1 Site Visits: The CONSULTANT will observe the approximately 1.0-mile length of the project corridor to determine existing conditions and possible design impact considerations. The CONSULTANT will take digital images of the various site conditions for future reference and inclusion in the documentation of the project.

3.2 Design Standards Review: The CONSULTANT will also review MUTCD, ADA, AASHTO, and NACTO Urban Bikeway Design Guide for pedestrian and bicycle environment design standards and Avondale / MAG Guidelines for preparation of a conceptual corridor (bike and pedestrian focused) design.

3.3 Obtain Existing Data: The CONSULTANT will obtain available site data and coordinate with CITY staff to develop base mapping data to be used in the preparation of 15% concept plans and concept alternatives.

3.4 Review Adjacent Land Use: The CONSULTANT will review existing land use for areas adjacent to the corridor. Discuss and define the CITY's knowledge of proposed and adjacent future land uses.

3.5 EA Field Data Collection: The CONSULTANT will conduct a field topographical land survey of the corridor within the CITY Right of Way along west side of El Mirage Road. Existing utilities in the areas will be documented and provided as a working CAD base file. Horizontal and Vertical control of the project area features will be identified.

3.6 Identify Right of Way, Tracts Easements: The CONSULTANT will identify existing tracts, to whom the tracts are dedicated and for what purpose. Identify Right-of-Way easements, ownership and determine areas where new easements will be required. ROW easement ownership will be identified with coordination assistance from the CITY.

3.7 Review Travel Routes: The CONSULTANT will obtain and review information on existing and proposed transportation travel routes, which may link to this corridor. These shall include roadway, sidewalks, traffic calming features, bus routes, bike paths, and pedestrian links.

3.8 Task Summary Report: The CONSULTANT will prepare a brief report of data collected and the value of each information source as it relates to the development of the project concept to achieve project goals and objectives.

Task 4. <u>Data Analysis</u>

The CONSULTANT shall provide analysis of the materials and information collected for the project area from materials collected under **Task 3**. Data shall be evaluated to determine possible opportunities and constraints as related to the study area and corridor improvements. An opportunities and constraints map shall be provided during this task. Analysis shall generate design criteria and project impacts to the concept development prepared under **Task 5**. Analysis and review shall be documented as a task summary report after this task.

The sub-tasks required to complete this task are as follows:

4.1 Opportunities and Constraints Map: The CONSULTANT will prepare a map of this approximately 1.0-mile length of the project corridor to identify existing condition and future consideration impacts to the project.

4.2 Circulation Summary Statement: The CONSULTANT will prepare a brief technical memorandum on corridor connectivity, active transportation networks, existing parking condition, and traffic patterns of the corridor to identify any potential issues or metrics to achieve during the concept design task of the PA development.

4.3 Basis of Design Report: The CONSULTANT will prepare a brief basis of design report along with the future Shared Use Path Alignment, Pavement edges**,** and locations of light poles.

4.4 Task Summary Report: The CONSULTANT will prepare a brief report of data analyzed and the impacts to the project from each source collected under **Task 3**.

Task 5. <u>Project Assessment Report - DRAFT</u>

The PA summarizes the initial conditions of the project. CONSULTANT will follow the specific format provided by ADOT or MAG for the preparation of this document. The PA will be prepared in a draft format and submitted for review by MAG and the CITY. The PA will document the project need, scope of design, and impacts on the surrounding build environment by the proposed concept. The PA shall include conceptual design solutions for the proposed improvements to the corridor environment (with a focus on active transportation). Concepts shall include up to two (2) design alternatives to select areas of the corridor for options to challenging locations such as restricted right of way areas, arterial roadway crossings, pedestrian facilities alignment, traffic calming opportunities, gaps in circulation, and neighborhood connection locations. A concept package of existing and proposed corridor design sections, barrier solutions, way-finding features, and environment character shall be prepared to accompany the PA as 15% level plans for the 0.75-mile corridor. Following review by CITY and MAG, a meeting will be scheduled to discuss the review comments and any clarifications to be incorporated.

5.1 Initial document preparation: Prepare a PA – Draft as preliminary report of the project design goals. PA Draft document shall be provided as PDF final documents to CITY and MAG as final deliverables.

5.2 Concept Development and Presentation Package: Prepare a preliminary design concept package with specific alternatives for options to challenging locations such as restricted right of way areas, arterial roadway crossings, traffic calming opportunities, gaps in circulation networks, and potential node locations. PA Draft document, with concept graphics and 15% design plans, shall be provided as PDF final documents to the CITY and MAG as final

deliverables. The assumption for this concept package is that one (1) preferred alternate is prepared. Included in the preferred alternative will be options (not more than two (2) additional design options will be prepared) for segment alignments, and aesthetic treatment of bicycle and pedestrian environments.

5.3 Review Meeting: Attend a meeting to review the comments identified on the PA Draft. Discuss the clarifications needed and develop consensus among the participants as to the recommended efforts needed to complete the PA in a satisfactory manner.

Task 6. <u>Project Assessment Report - FINAL</u>

PA shall be revised per comments from the PA Draft provided by CITY and MAG staff. The PA shall be finalized for the executive summary of the project description, the project background data, the scope of improvements, the project development considerations (including traffic, pedestrian buffers, right-of-way, utility impacts, design criteria, typical corridor segment design types and sections, cost impacts of the project, potential phasing, and potential funding sources) and the preferred concept design package.

6.1 Refine and Finalize Project Assessment: CONSULTANT will edit the PA based on the comments received and prepare a final PA for final review and approval by MAG and the CITY PA Final document shall be provided as PDF final documents to CITY and MAG as final deliverables.

6.2 Refine and Finalize Concept Development and Presentation Package: CONSULTANT shall edit the concept design package per comments provided during the DRAFT review. Plans shall be finalized for approval by MAG and the CITY. Concept Plans shall be provided as PDF final documents to CITY and MAG as final deliverables.

Task 7. <u>Executive Summary and Regional Significance Report / Final Deliverables</u>

7.1 Executive Summary and Regional Significance Report: The CONSULTANT will prepare an executive summary of the project. The summary shall include an aerial map of the area, before and after sections, renderings, and a brief description of the pedestrian/bicycle design assistance project and key recommendations. A primary goal of the summary shall be to provide an explanation of the regional significance of the project and lessons learned from this project that could be applied to the other areas of the region to help improve the pedestrian/bicycle environment. The summary will include text to describe the short term and long-term corridor improvements and design impacts to the El Mirage Road between Calle Hermosa and Elwood Street in the CITY. The summary shall be reviewed by the MAG Program Manager and comments shall be incorporated into the draft summary.

7.2 CD of Final Deliverables: The CONSULTANT will prepare a CD / DVD / USB Drive with the pertinent project related reports and final concept PA as jpg, Word, of PDF formats.

I. DELIVERABLES

The products of this project may include the following or additional items as agreed to by CONSULTANT, the MAG Program Manager, and the CITY. Each product will succinctly present information in an engaging format suitable for a diverse audience with extensive use of photos, tables, matrices, drawings, and charts. Each product will be reviewed as follows: An administrative draft of each deliverable will be submitted in both electronic (Microsoft Word) and hard copy format to the MAG Program Manager and CITY for review. Comments from the MAG Project Manager, local contacts, utility companies, and meetings will be incorporated into the working paper by CONSULTANT before distribution for additional review. Additional review of work products may be performed by others as determined by the MAG Program Manager and/or CITY. Comments received during the review process will be incorporated into the report by CONSULTANT. All camera-ready copies will be provided electronically, in Microsoft Word and PDF format.

Task 1: Scope Refinement, General Coordination and Project Administration

The report document will include a list of specific project tasks and a schedule for completion of each task. Monthly billing and invoice documentation will be provided.

Task 2: Meetings & Events: Stakeholder / Core team / Public

CONSULTANT shall prepare a summary report documenting meeting event records, public and core event summaries, and the stakeholder input.

Task 3: Data Collection

CONSULTANT shall prepare a summary report documenting the data collected for the project

Task 4: Data Analysis

CONSULTANT shall prepare a summary report documenting the data analysis of the collected materials and site conditions for the project.

Task 5: Project Assessment Report - DRAFT

CONSULTANT shall prepare a DRAFT PA report documenting the project concept, alternative preferred, and site development considerations.

Task 6: Project Assessment Report - FINAL

CONSULTANT shall prepare a FINAL PA report from the reviewed DRAFT PA documenting the project concept, alternative preferred, and site development considerations.

Task 7: Executive Summary and Regional Significance Report / Final Deliverables

CONSULTANT will prepare an executive summary document of the project. The summary shall include an aerial map of the area, images and pictures, concept plans and a brief description of the design assistance project and key recommendations. A page shall be prepared to identify the project significance and its impacts to the region. A final CD or USB drive of all print ready deliverable materials shall be provided to MAG.

II. SCHEDULE

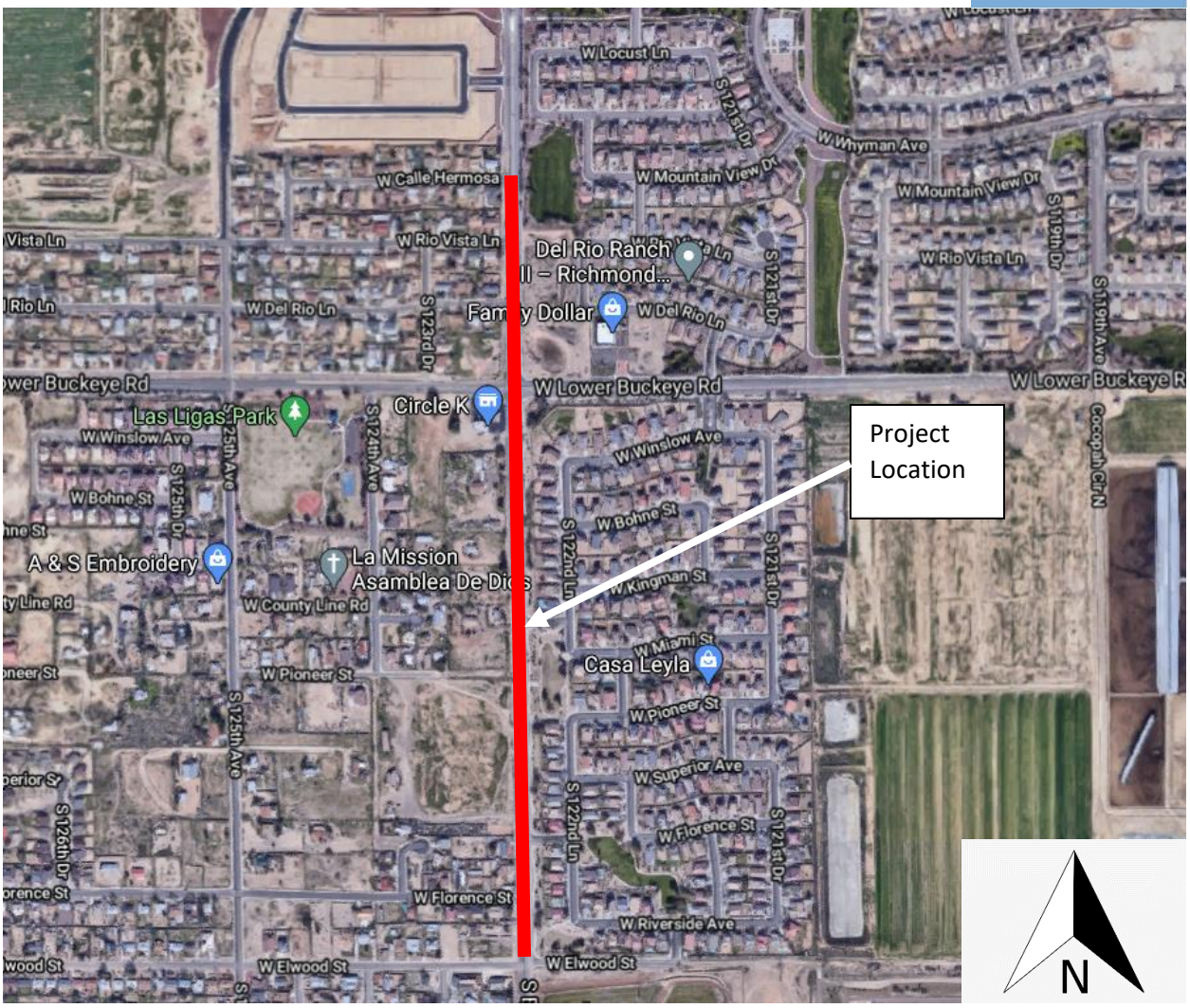
It is anticipated that the study will commence on or about February 22, 2021 and be completed by September 24, 2021. It is important to note that the “schedule for completion” column refers to completion dates of initial draft documents for internal review by MAG and the CITY. The review period is programmed for two weeks.

TASK	SCHEDULE FOR COMPLETION
1. Scope Refinement, General Coordination and Project Administration.	02-22-21 to 09-24-2021 (7 months)
2. Meetings & Events: Stakeholder / Core team / Public	02-22-21 to 08-13-2021 (5 months)
3. Data Collection	02-22-21 to 03-26-2021 (1 month)
4. Data Analysis	03-26-21 to 04-30-2021 (1 month)
5. Project Assessment Report - DRAFT	04-30-21 to 07-02-2021 (2 months)
6. Project Assessment Report - FINAL	07-02-21 to 08-06-2021 (1 months)
7. Executive Summary and Regional Significance Report / Final Deliverables	08-06-21 to 09-24-2021 (1.5 months)

III. **BUDGET**

Task	Budget
1. Scope Refinement, General Coordination and Project Administration.	$1,499.20
2. Meetings & Events: Stakeholder / Core team / Public	$2,499.54
3. Data Collection	$9,499.22
4. Data Analysis	$6,499.01
5. Project Assessment Report - DRAFT	$6,499.63
6. Project Assessment Report - FINAL	$3,499.86
7. Executive Summary and Regional Significance Report / Final Deliverables	$999.12
TOTAL	$30,995.58

El Mirage Sidewalk, between Calle Hermosa and Elwood Road



Item Number: 4.h.

CITY COUNCIL REPORT

SUBJECT: Resolution 1011-0221- Capital Improvement Plan Citizens Committee - Sunset of Committee

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Marcella Carrillo, City Clerk, (623) 333-1214

THROUGH: Cherlene Penilla, Deputy City Manager, (623) 333-2214

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:

City Council will consider a request to adopt Resolution 1011-0221, abolishing the Capital Improvement Plan Citizens Committee and authorize the Mayor or City Manager and City Clerk to execute the necessary documents. The Council will take appropriate action.

BACKGROUND:

On December 15, 1997, the Capital Improvement Plan Citizens Committee (CIP Committee) was established for the purpose of reviewing the City Manager's recommended capital projects and providing a recommendation to City Council as part of the formal budget process.

On December 17, 2018, at an attempt to gain a great engagement from the community, City Council amended the CIP Committee's bylaws to require representation from each of the regularly scheduled Boards and Commissions.

DISCUSSION:

CIP projects are identified through various means including department master plans, operational needs, contractual agreements, input from the public, and feedback from the City Council. Projects are aligned with available resources and balanced over the five-year plan before the CIP is recommended to Council. Because the CIP Committee meets once per year during the budget process, it provides a limited opportunity for the residents of Avondale to provide feedback on a wide-variety of service areas. Instead, staff recommends feedback be obtained through the various regularly scheduled Boards and Commissions that are specific to the interests of the appointed members. For example, the Parks and Recreation Advisory Board will discuss parks projects to be submitted for consideration through the Capital Improvement Planning process during regularly scheduled meetings.

All current members of the CIP Committee are also active members on Avondale's other regularly scheduled boards. Therefore, the volunteering residents will still have an opportunity to activity engage in the CIP Budget process through their respective Boards or Commissions.

BUDGET IMPACT:

This item does not have a direct impact to the budget.

RECOMMENDATION:

Staff recommends City Council adopt a Resolution abolishing the Capital Improvement Plan Citizens Committee.

RESOLUTION NO. 1011-0221

A RESOLUTION OF THE COUNCIL OF THE CITY OF AVONDALE, ARIZONA ABOLISHING THE CITY OF AVONDALE CAPITAL IMPROVEMENT PLAN COMMITTEE.

WHEREAS, the Council of the City of Avondale (the "City Council") formed the Capital Improvement Plan Committee (the "CIP Committee") in 1997 to advise the City Council and staff on matters pertaining to the City Manager's recommended 5-year Capital Improvement Plan for the City of Avondale (the "City"); and

WHEREAS, the City Council has adopted CIP Committee bylaws requiring nine voting members and five alternate members consisting of representatives from each of the following City boards and commissions: Energy, Environmental and Natural Resources Commission; Municipal Art Commission; Neighborhood and Family Services Commission; Parks, Recreation, and Libraries Advisory Board and Planning and Zoning Commission; and

WHEREAS, the City has not received a lot of interest from residents to serve on the CIP Committee and the CIP Committee has not provided substantive feedback on capital improvement projects in the past few years; and

WHEREAS, City staff desires to implement a process of bringing capital improvement projects to the relative existing City boards and commissions for review rather than to an individual capital improvement committee; and

WHEREAS, the City Council desires to abolish the CIP Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF AVONDALE, as follows:

SECTION 1. The City of Avondale Capital Improvement Plan Committee is hereby abolished.

SECTION 2. The City of Avondale Capital Improvement Plan Committee Bylaws, Amended and Restated December 17, 2018, are hereby deleted in their entirety.

SECTION 3. The Mayor, the City Manager, the City Clerk and the City Attorney are hereby authorized and directed to take all steps necessary to carry out the purpose and intent of this Resolution.

[SIGNATURES ON FOLLOWING PAGE]

PASSED AND ADOPTED by the Council of the City of Avondale, Arizona, February 16, 2021.

_____
Kenneth N. Weise, Mayor

ATTEST:

_____
Marcella Carrillo, City Clerk

APPROVED AS TO FORM:

_____
Nicholle Harris, City Attorney

Item Number: 4.i.

CITY COUNCIL REPORT

SUBJECT: Resolution 1012-0221- City's 2021 Strategic Plan

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Tracy Stevens, Deputy City Manager, (623) 333-1014

THROUGH: Gina Montes, Assistant City Manager, (623) 333-1012

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:

City Council will review and consider a City-initiated request to adopt Resolution 1012-0221 approving the 2021 Five-Year Strategic Plan. The document will guide internal performance management and budget development and external service delivery. The Council will take appropriate action.

BACKGROUND:

The City's Strategic Plan was adopted by the City Council in 2016 and was a 5-year plan. In mid-2020 the City hired Raftelis/Novak Group Consulting to begin the update to the plan, continue the long-term vision, and set new priorities that will serve as the basis for development of departmental goals, objectives, and resource allocation in the coming years.

The strategic planning process involved input from a broad group of internal and external stakeholders. A survey was provided, individual interviews were held with staff members, City management, and the Mayor and Council, and on August 27, 2020 a Community Summit was held via zoom with 35 participants from the community. In addition, a staff retreat was held with City leadership, department directors, and assistant directors. On September 11, 2020, City Council participated in a Strategic Plan Retreat led by the Novak Group as the consultant for the City. On January 19, 2021, a City Council work session was held to obtain final comments.

DISCUSSION:

The updated 2021 Five-Year Strategic Plan will be used as a roadmap and tool for budgeting and resource allocation and policy-making. The strategic plan is designed as a flexible and "living" document that will be updated every five years.

The following seven Strategic Outcome Areas are identified in the plan:

1. Creative and Sustainable Community Development
2. Diverse Recreation and Entertainment Opportunities
3. Community Oriented Lifelong Learning Opportunities
4. Innovative Program and Service Delivery

5. Connected Community
6. Public Health and Safety
7. Natural Resources and Open Space

City staff received comments from the City Council and have attached the final document for approval.

Upon adoption of the plan staff will begin the second phase of the process with the implementation of the strategies outlined in the plan through a Strategy Blocks software application. Strategy Blocks will become the City's reporting software in the implementation of the plan to be launched in July 2021.

BUDGET IMPACT:

The Strategic Plan will guide the allocation of resources during future budget planning processes.

RECOMMENDATION:

Staff recommends City Council approve a Resolution adopting the Five-Year Strategic Plan.

RESOLUTION NO. 1012-0221

A RESOLUTION OF THE COUNCIL OF THE CITY OF AVONDALE, ARIZONA, ADOPTING THE AVONDALE STRATEGIC FIVE YEAR PLAN.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF AVONDALE as follows:

SECTION 1. The Avondale Strategic Five Year Plan is hereby adopted in substantially the form and substance attached hereto as Exhibit A and incorporated herein by reference.

SECTION 2. The Mayor, the City Manager, the City Clerk and the City Attorney are hereby authorized and directed to take all steps necessary to carry out the purpose and intent of this Resolution.

PASSED AND ADOPTED by the Council of the City of Avondale, Arizona, February 16, 2021.

_____
Kenneth N. Weise, Mayor

ATTEST:

_____
Marcella Carrillo, City Clerk

APPROVED AS TO FORM:

_____
Nicholle Harris, City Attorney

EXHIBIT A
TO
RESOLUTION NO. 1012-0221

[Avondale Strategic Five Year Plan]

See following pages.

2021 CITY OF AVONDALE

Strategic Plan

Avondale

Aspiring. Achieving. Accelerating.

brary

AVONDALE

City Council & Leadership

Kenn Weise
Mayor

Veronica Malone
Vice Mayor

Mike Pineda
Council Member

Tina Conde
Council Member

Pat Dennis
Council Member

Bryan Kilgore
Council Member

Curtis Nielson
Council Member

Charles Montoya
City Manager

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Diverse Recreation and Entertainment Opportunities
Community-Oriented Lifelong Learning Opportunities
Innovative Program and Service Delivery
Connected Community
Public Health and Safety
Natural Resources and Open Spaces

Letter from **City Manager, Charles Montoya**

On behalf of the City Council and Staff, I am pleased to present the 2021 City of Avondale Strategic Plan.
The year 2021 marks the 75th Anniversary of Avondale's incorporation as a city. Avondale has come a long way since its humble beginnings as a farming community with one main street. Today, it's one of Metropolitan Phoenix's fastest growing cities, yet still characterized by its strong sense of community. Our population is young and diverse. Over the past several decades, residents and businesses have embraced Avondale for the community that it is, and they are excited for the tremendous potential in the growth and development that Avondale will face over the next few years.

The Avondale Strategic Plan sets us on a course for the future, with a five-year road map of aspiring but achievable goals. It is fitting that the Avondale Strategic Plan is rolled out during our Diamond Anniversary Year. Maintaining all that is unique and wonderful about our community today, while attracting new growth and development to the city, will require smart, innovative action from our local government working collaboratively with our residents, business and development community, and our many stakeholders.

The 2021 Avondale Strategic Plan was designed with the vision and guidance from the Avondale City Council, and crafted with input from engaged residents, local businesses and key personnel across the city's organization. The plan represents a cohesive and intelligent approach to continuing on the path to success for Avondale: to create a family-friendly and economically robust city that is *Aspiring, Achieving and Accelerating*, by an organization whose core purpose is all about *Making Lives Better*.

With that understanding of our Core Purpose, this strategic plan is built on seven major Strategic Outcome Areas that the City Council identified as priorities. Together they create a strong, coherent approach to achieving Avondale's overarching vision. These seven strategic areas encompass: 1. Creative and Sustainable Community Development; 2. Diverse Recreation and Entertainment Opportunities; 3. Community-Oriented Lifelong Learning Opportunities; 4. Innovative Program and Service Delivery; 5. Connected Community; 6. Public Health and Safety, and 7. Natural Resources and Open Spaces.

These Strategic Outcome Areas and the accompanying goals for each, will guide our city's work for the next several years. With numerous capital projects on the horizon and a long list of needs, the city will continue to forecast its revenues, manage its budget, and prioritize projects that are in the best interest of the city and its residents. The Strategic Plan will guide us in making the smartest decisions to achieve our goals.

I wish to thank the Mayor and City Council, our residents, local businesses and the hardworking professionals throughout our city's government for their participation, input and insights. Your engagement in this year-long process is a testament to your commitment to Avondale's long term success as we progress together into the future.

Charles Montoya

AVONDALE

By The Numbers

87,194
Population

47.4
Square Miles

1946
Year of Incorporation

30
Median Age

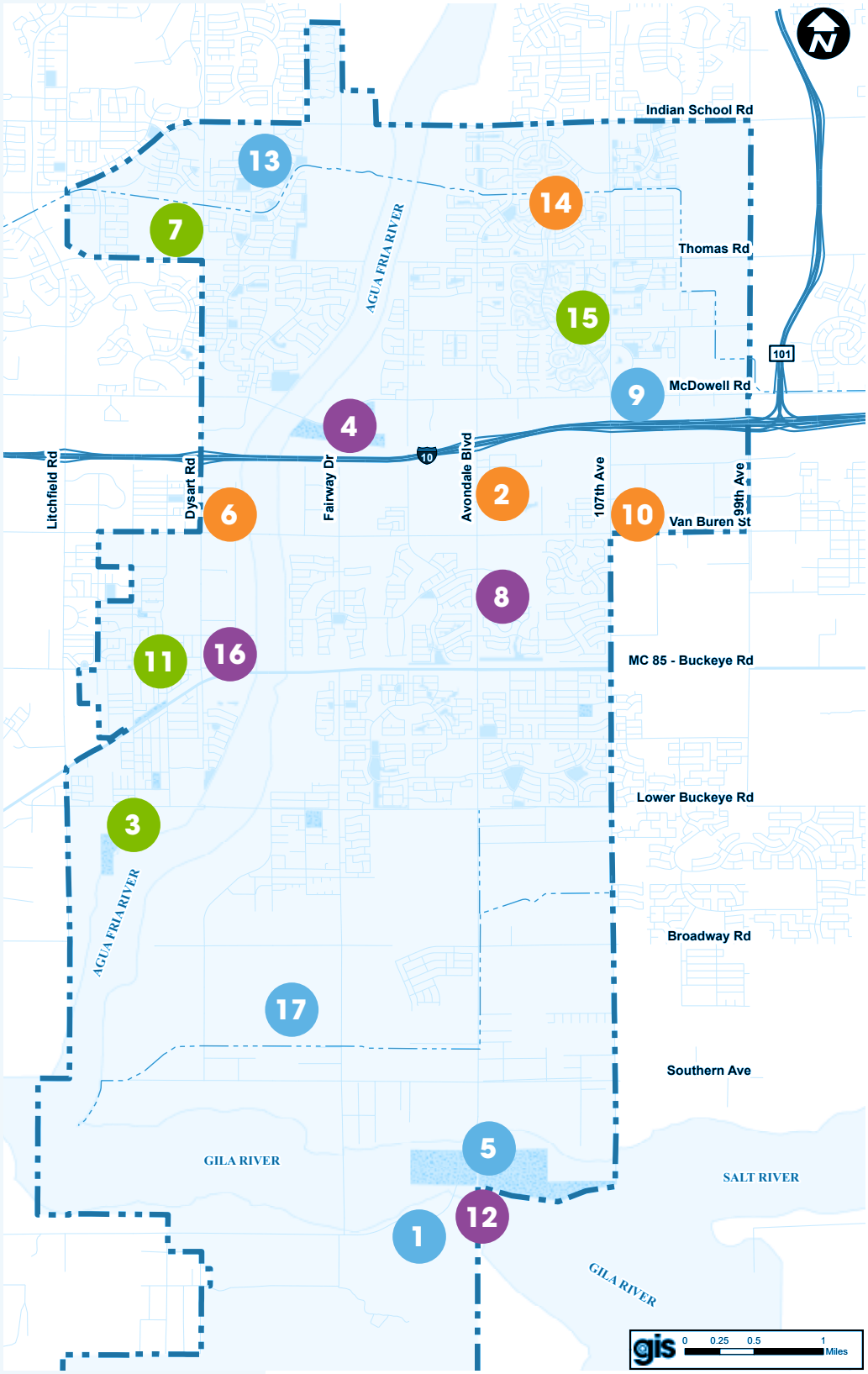
11
City Parks

255
Acres of Parks and Open Space

56.5%
College educated workforce

$62,719
Median Household Income

26,637
Households



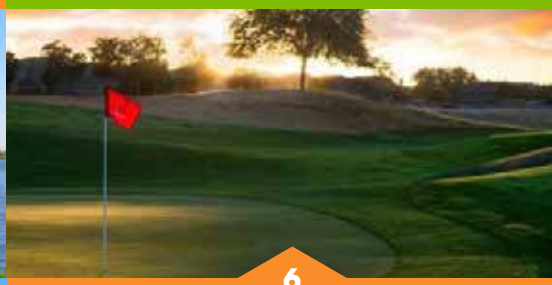
1
Phoenix Raceway

2
On The BLVD

3
Festival Fields

4
Friendship Park

5
Tres Rios Corridor / Base & Meridia Wildlife Area



6
Coldwater Golf Course

7
Estrella Mountain Community College

8
Civic Center Campus
Visitor and Conference Center

9
Health-Tech Corridor

10
Universal Technical Institute

11
Historic Avondale

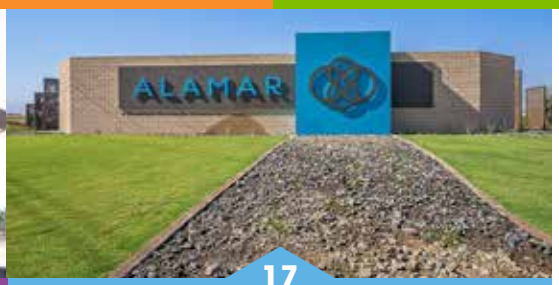
12
Monument Hill

13
Goodyear Farms Historic Cemetery

14
Garden Lakes

15
Crystal Gardens

16
Arizona Complete Health
Avondale Resource Center



17
Alamar Master Planned Community

Introduction

Avondale is a full-service municipal organization recognized for its core values of being helpful, kind, and professional, and has a successful history of delivering quality service to its residents and business community, while maintaining a forward-thinking innovative culture.

The city is a keystone community in the Phoenix metropolitan area that has established itself as a manufacturing and healthcare hub as well as a world-class sports and entertainment destination. The city has welcomed a consistent influx of small businesses and large corporations that bring with them high-wage jobs, and Avondale's unique blend of big-city amenities and small-town warmth have been key to attracting this new group of highly skilled and well-educated residents. Rapid residential development in Avondale during the national housing boom in the 1990s and early 2000s quickly transformed what had been a farming community into a major suburb of Phoenix. This accelerated growth brought the population from just 8,000 in 1980 to over 87,000 in 2020.

The Historic Avondale area along Western Avenue preserves the historic business district and safeguards opportunities for small, independent businesses. The public art installations around Avondale and the family-friendly community events hosted by the city create a welcoming cultural environment. From events such as Cycle Avondale, to the Tres Rios Nature Festival, to Billy Moore Days, the events celebrate and highlight the communities, businesses, facilities, and natural environment of the city.

Once an important supply stop for travelers heading west, Avondale is now a destination for many entertainment and recreation options in the Phoenix area. Nearby Estrella Mountain Regional Park and Avondale's 255 acres of parks and open space provide residents and visitors with dedicated places to exercise, fish, skate, play, and gather. Avondale is home to the Phoenix Raceway, which hosts two NASCAR race weekends annually, and the American Sports Center, which is the largest multi-sports facility in the state and

welcomes more than 500,000 visitors to its soccer, volleyball, and basketball facilities every year.

Of the many contributing factors that make Avondale a great place to live, work, and invest is the wide range of educational and healthcare opportunities. Avondale is home to Estrella Mountain Community College (EMCC), Rio Salado College, Universal Technical Institute, and Empire Beauty School; as well as six school districts to include both elementary and high schools. The well-known Health Tech Corridor also boasts top notch medical care to include Phoenix Children's Hospital Southwest Valley Specialty Care Center and the recently built AKOS medical offices.

Avondale recently broke ground on a 21,500 square foot combined city executive office building, visitor center, and conference center that opens up to an outdoor plaza for special events. The City of Avondale Executive Offices/Conference & Visitor Center will support Avondale's tourism initiatives as part of the recently launched Visit Avondale program, to promote the City as a destination for racing, youth sports, eco-tourism, festivals and more. Meanwhile, the Conference Center, the first of its kind in the city, will serve as an attractive venue for meetings, conferences, and social events. The BLVD, located just north of the Civic Center along the I-10 Corridor, is planned to be the city's hub for entertainment, residential, shopping, dining, youth sports, and hospitality.

Through decades of transformation and growth, the local government has remained dedicated to engaging citizenry, governing transparently, and preserving the sense of community, pride, and optimism residents feel about Avondale.

Strategic Planning Process

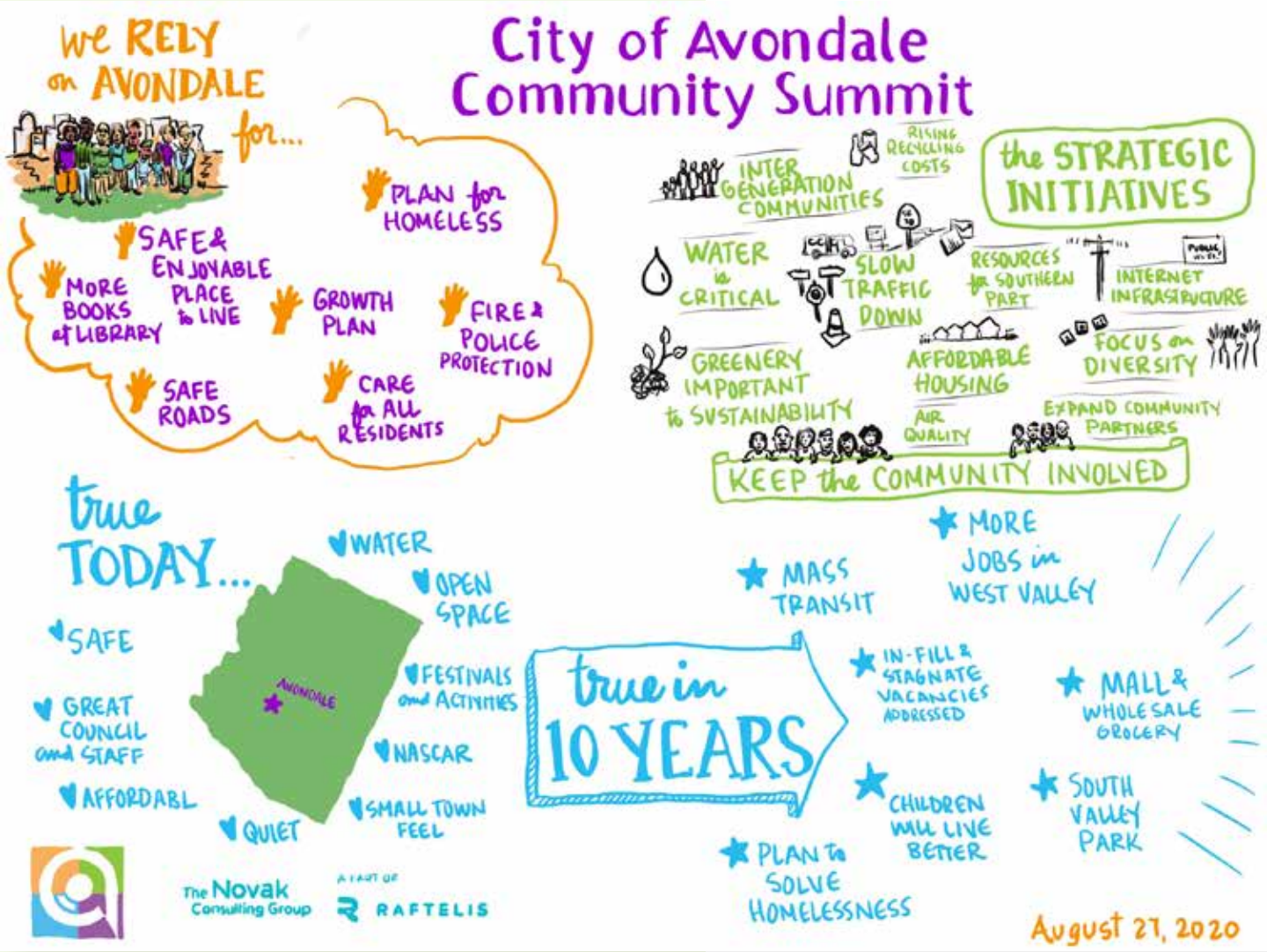
Avondale's strategic planning process was designed to assure:

- A shared vision of the city's ultimate goals. Organizations driven by clear purposes and shared values have a greater capacity to succeed than those that are not.
- A collective understanding of the available resources, the environment, and the principles upon which strategies will be based.
- Acceptance of the direction and urgency of the strategic plan, which will be integrated into the way the city is operated on a day-to-day basis.

To achieve these conditions for success, Avondale's strategic planning process involved input from a broad group of internal and external stakeholders. Major elements of the process included:

- Review of the progress made against the city's 2016 Strategic Plan
- Interviews and a work session with Avondale's Mayor and City Council
- Interviews and a work session with the City Manager, Deputy City Manager, Assistant City Manager, and Department leadership
- A virtual community summit with 35 participants

This input was used to update the outcome areas and the strategies from Avondale's 2016 Strategic Plan, which were then reviewed and refined by the City Manager's Office.


City of Avondale
Community Summit
we RELY on AVONDALE for...
PLAN for HOMELESS
SAFE & ENJOYABLE PLACE to LIVE
MORE BOOKS at LIBRARY
GROWTH PLAN
FIRE & POLICE PROTECTION
SAFE ROADS
CARE for ALL RESIDENTS
the STRATEGIC INITIATIVES
INTER GENERATION COMMUNITIES
RISING RECYCLING COSTS
WATER is CRITICAL
SLOW TRAFFIC DOWN
RESOURCES for SOUTHERN PART
INTERNET INFRASTRUCTURE
GREENERY IMPORTANT to SUSTAINABILITY
AFFORDABLE HOUSING
FOCUS on DIVERSITY
AIR QUALITY
EXPAND COMMUNITY PARTNERS
KEEP the COMMUNITY INVOLVED
true TODAY...
WATER
OPEN SPACE
SAFE
FESTIVALS and ACTIVITIES
GREAT COUNCIL and STAFF
NASCAR
AFFORDABL
SMALL TOWN FEEL
QUIET
AVONDALE
true in 10 YEARS
MORE JOBS in WEST VALLEY
MASS TRANSIT
IN-FILL & STAGNATE VACANCIES ADDRESSED
MALL & WHOLESALE GROCERY
CHILDREN WILL LIVE BETTER
SOUTH VALLEY PARK
PLAN to SOLVE HOMELESSNESS
The Novak Consulting Group
A PART OF
RAFTELIS
August 27, 2020

Avondale is Aspiring. Achieving. Accelerating.

Vision

Avondale, Arizona is a community where people share a deep sense of pride in what has been accomplished and how far we have come. In Avondale, there is a strong belief that the blending of a broad spectrum of cultures comes from a true sense of harmony throughout the community. Here, people and businesses are welcomed with open arms and supported in a way that exemplifies a dynamic, intelligent, and driven city, ready to take on the future.

Core Purpose

Making Lives Better

Core Values

Helpful
Kind
Professional

Avondale

STRATEGIC OUTCOME AREAS

Innovative Program and Service Delivery

Avondale will continue to serve as a model of innovative, efficient, and responsive government.

Public Health and Safety

Avondale is a city where all people feel safe and secure, relying on trusted public and community-based resources.

Diverse Recreation and Entertainment Opportunities

Avondale provides residents with the ability to connect with amenities, businesses, and their community, enhancing the opportunity to live, work, and enjoy a healthy, active, and affordable lifestyle.

Natural Resources and Open Spaces

Avondale recognizes the value of its natural resources and promotes environmental sustainability and conservation in its operations, activities, and planning.

Creative and Sustainable Community Development

Avondale is committed to creating a sense of place, a community of residents and local businesses unified by pride and common values.

Connected Community

Avondale will work directly and closely with our communities to develop programs and infrastructure that connect residents to the city's resources, the region, and each other.

Community-Oriented Lifelong Learning Opportunities

Avondale will continue to foster an environment where education is a defining value and learning opportunities abound for residents of all ages.

Creative and Sustainable Community Development

Avondale is committed to creating a sense of place, a community of residents and local businesses unified by pride and common values.

Avondale's focus is to continue to grow and maintain a family-friendly environment, which has driven thoughtful resource investment in community development and programs to foster neighborhood livability.

Economic development is also a key focus area for the city, with one of the most significant projects being The BLVD, which was formerly known as the Avondale City Center. When completed, The BLVD will cover 356 acres and be comprised of six trendy districts for shopping, dining, entertainment and living, incorporating pedestrian-friendly streets and outdoor activities.

The city recognizes the importance of strong neighborhoods and actively works to preserve and support the vibrant cohesiveness of the community. Avondale is dedicated to promoting sustainable development patterns such as ensuring there is a choice of quality housing that is affordable to a broad range of income levels. The city also continues to enhance landscape designs and tree coverage, and increasing pedestrian connections and multi-modal options.

The strategies encapsulated in the 2021 plan build on recent successes and help to ensure that the community remains thriving and sustainable.

Strategies

1. Plan for development south of the Estrella Mountains
2. Develop diverse housing options, to include housing that is affordable to workers and close to their jobs
3. Invest in the revitalization of Historic Avondale
4. Increase sustainability initiatives such as renewable clean energy or sustainable design and construction
5. Maintain and expand quality infrastructure and improve connectivity to city amenities

Diverse Recreation and Entertainment Opportunities

Avondale provides residents with the ability to connect with amenities, businesses, and their community, enhancing the opportunity to live, work, and enjoy a healthy, active, and affordable lifestyle.

Part of continuing to grow and maintain a family-friendly environment relies on cultivating and promoting a rich and diverse portfolio of recreational and entertainment options.

In the city's 2016 Strategic Plan, this included being known and promoting Avondale, providing multi-generational recreation events and programs, pursuing private development of sports, entertainment, and hospitality amenities, and establishing creative community spaces throughout the city. Considerable progress has been made in this area over the last few years. For example, Festival Fields was expanded by more than 30 acres, to include a new skate park and pump track, ball fields, a lake for fishing, and other community amenities. The Phoenix Raceway also underwent a significant renovation and hosted the NASCAR Championship Weekend in 2020.

The new strategies listed below, as well as the city's forthcoming Tourism Plan, build on recent successes and help to ensure that the community is known and that residents have the opportunity to enjoy a healthy, active, and enjoyable lifestyle.

Strategies

1. Increase visitor traffic to Avondale's entertainment, recreation, conference, and hospitality venues.
2. Develop new recreation and entertainment options, as well as signature events and programs
3. Promote community's health, wellness, active lifestyle, and social connectivity

Community-Oriented Lifelong Learning Opportunities

Avondale will continue to foster an environment where education is a defining value and learning opportunities abound for residents of all ages.

Avondale's population is family-oriented, active, and engaged, which has led the city to prioritize opportunities for educational enrichment at all stages of life.

Avondale's 2016 Strategic Plan specifically focused on strengthening education and faith-based partnerships, expanding employment through job training and placement programs, and supporting school readiness for children. This focus led to several key initiatives, including support for youth development programs, like the Avondale Youth Advisory Commission, the Junior Service-Learning Club, and Kids at Hope, and a partnership between the Avondale Public Library and the online tutoring service Brainfuse to offer all cardholders access to free after-school homework help and virtual tutoring services. Avondale also collaborates with educational partners, like EMCC and UTI on job placement and other programming.

The strategies listed below enhance the work of the 2016 Strategic plan and help to ensure that opportunities for lifelong learning remain a cornerstone of the community.

Strategies

1. Work with community partners to expand employment opportunities for residents through job training and placement program
2. Strengthen education-based partnerships
3. Update facilities and spaces with technology, equipment, and public art
4. Create diverse public awareness and education campaigns, focusing on a variety of topics

Innovative Program and Service Delivery

Avondale will continue to serve as a model of innovative, efficient, and responsive government.

Avondale's growth has been explosive over the last 30 years, which has required a nimble and effective governing strategy to ensure that the city's resources are deployed in an impactful way.

Avondale's 2016 Strategic Plan highlighted the city's need to improve internal and external service delivery, to expand its financial toolbox by leveraging funding sources and incentives and encouraging a flexible environment to be responsive to market trends. These needs led to an number of initiatives such as a data driven approach to public safety, expanding on line permitting software, expanding electronic utility payments, launching an electric fleet initiative in its Public Works Department, and partnering with the City of Phoenix in 2019 to increase its water supply and support further economic growth.

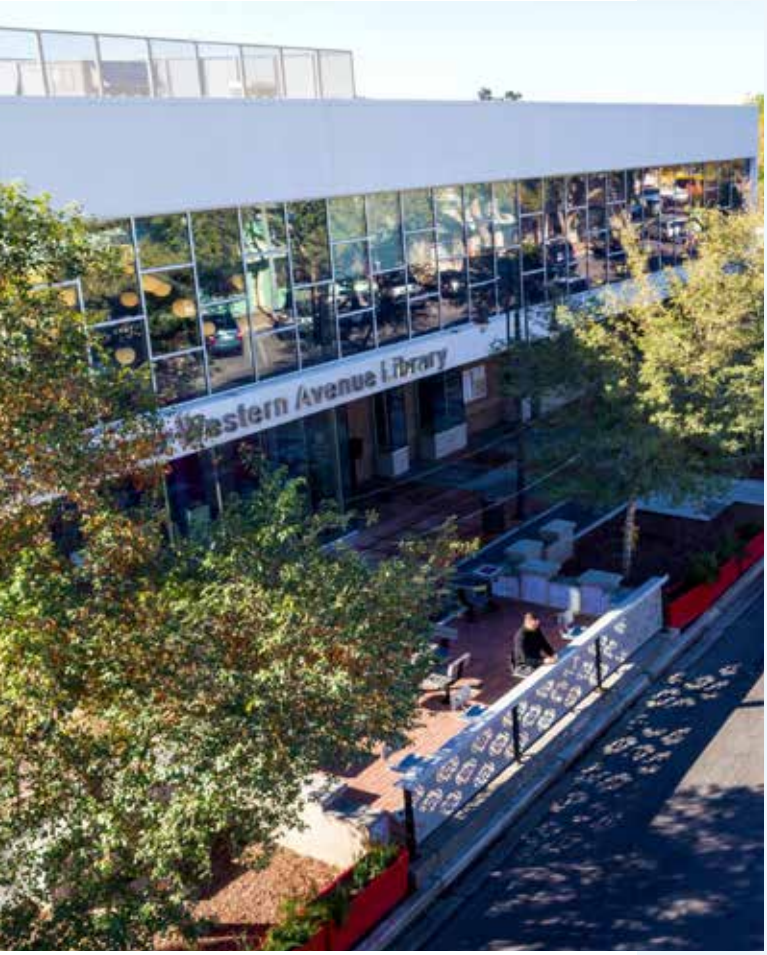
Another example of the city's innovative programming is the Local EDGE Program, which delivers educational opportunities, networking events, and access to resources that support Avondale businesses' growth and offer professional development opportunities for owners and employees. The Local Edge Program celebrates Avondale's business community through groundbreakings, grand openings, and the annual Leading EDGE business awards, which recognize businesses that have made significant contributions to the Avondale community and economy.

The City of Avondale is the first in the valley to implement a fish hatchery, called the Avondale Aquaculture Program, which grows tilapia and stocks them in a series of lakes surrounding the Crystal Gardens neighborhood. The tilapia eat the algae and debris, thereby helping to protect water quality.

The strategies listed below enhance the work of the 2016 Strategic plan and help to ensure that the city continues to deliver efficient and effective programs and services to the community.

Strategies

1. Improve internal and external customer service delivery through streamlined processes and data-based programming
2. Effectively utilize technology to enhance communication and access to City services
3. Leverage strategic partnerships to expand community outreach opportunities
4. Ensure responsible financial planning to support City operations and the capital improvement program
5. Attract, retain, and develop a diverse and competitive workforce to meet the needs of the residents and business community.



Connected Community

Avondale will work directly and closely with our communities to develop programs and infrastructure that connect residents to the city's resources, the region, and each other.

For Avondale and the United States, COVID-19 has highlighted the importance of ensuring access to government resources and connectivity to those around us. Effective cities rely on transparency, collaboration, fiscal responsibility, talented employees, and of course, community involvement.

Avondale's 2016 Strategic Plan included strategies to promote community engagement through civic education, provide outlets for residents and businesses to engage in volunteer opportunities, and use technology to connect residents to business, government, and community opportunities. This focus led to an increase of residents graduating from the Avondale Citizen's Leadership Academy Program; hundreds of thousands of riders using the Zoom bus system, which provides access to shopping, Historic Avondale, Festival Fields, the Avondale Civic Center Library and Sam Garcia Library, the Avondale Community Center, and schools; and increased access to public WiFi at city amenities. The city has also partnered on the new Arizona Complete Health Avondale Resource Center, which provides a variety of human services for community, youth, and senior programs.

The strategies listed below enhance the work of the 2016 Strategic plan and help to ensure that the city continues to help the community to connect at all levels.

Strategies

1. Expand community engagement opportunities through volunteerism, civic education, and service learning
2. Collaborate with the Avondale business community to encourage partnerships and develop program ambassadors
3. Expand access and communication infrastructure to more City facilities and amenities
4. Protect the City's physical and virtual infrastructure against increased cyber security threats

Public Health and Safety

Avondale is a city where all people feel safe and secure, relying on trusted public and community-based resources.

The city's growth and family-friendly environment relies on promoting safety and security for residents' well-being, quality of life, and economic prosperity.

While the city's 2016 Strategic Plan did not explicitly call out public health and safety as an outcome area, one of the strategies under fostering sustainable community development was to maintain community safety for businesses and residents. Substantial progress has been made in this area over the last few years, with the city's new Emergency Operations Center being brought online in 2019 and the development of the Care1st Avondale Resource Center, which is the result of a public-private partnership to help families by offering a variety of human services.

The new strategies listed below will bolster public health and safety, while ensuring that the city is resilient and prepared to mitigate emergencies that arise.

The City utilizes a Joint Police/Fire Mobile Command Vehicle used for Special Events and Emergency Incidents. The Police Department expanded their presence in the community by adding a substation along Central Ave in Historic Avondale which houses the Community Action Team, Special Crimes detectives, and the School Resource Officers and also opened another substation in the fire station at 107th Ave and McDowell staffed by two patrol squads. The new Fire Administration offices opened on the Civic Center Campus and the main police station was expanded with a new property and evidence area as well as new office space and a parking lot.

Strategies

1. Work to protect Avondale's most vulnerable commodity
2. Connect residents with safety resources and engage the community around crime prevention
3. Enhance enforcement efforts to reduce property crimes within the City
4. Partner with key stakeholders to implement integrated community health and wellness programs
5. Continue to deploy comprehensive emergency preparedness strategies and see that the residents are kept informed about those preparedness strategies

CLEAR
KEEP
Avondale
FIRE & MEDICAL

PHOENIX
CHILDREN'S
Southwest Valley Center
Specialty and Urgent Care

Avondale
POLICE
Arizona

Natural Resources and Open Spaces

Avondale recognizes the value of its natural resources and promotes environmental sustainability and conservation in its operations, activities, and planning.

Avondale has considerable nature-based recreational amenities and open spaces, as well as a deep desire to preserve its natural resources and foster sustainable operations.

Though Natural Resources and Open Spaces was not an outcome area in Avondale's 2016 Strategic Plan, the value of the city's outdoor spaces and the need for sustainable resource use was a theme that was woven throughout the plan. This value drove several major initiatives with positive environmental outcomes, including:

- 675,000 people visited Avondale's 255 acres of parks and open spaces in 2019
- Green Waste 769 tons in 2020
- Recycling 5,346 tons in 2020

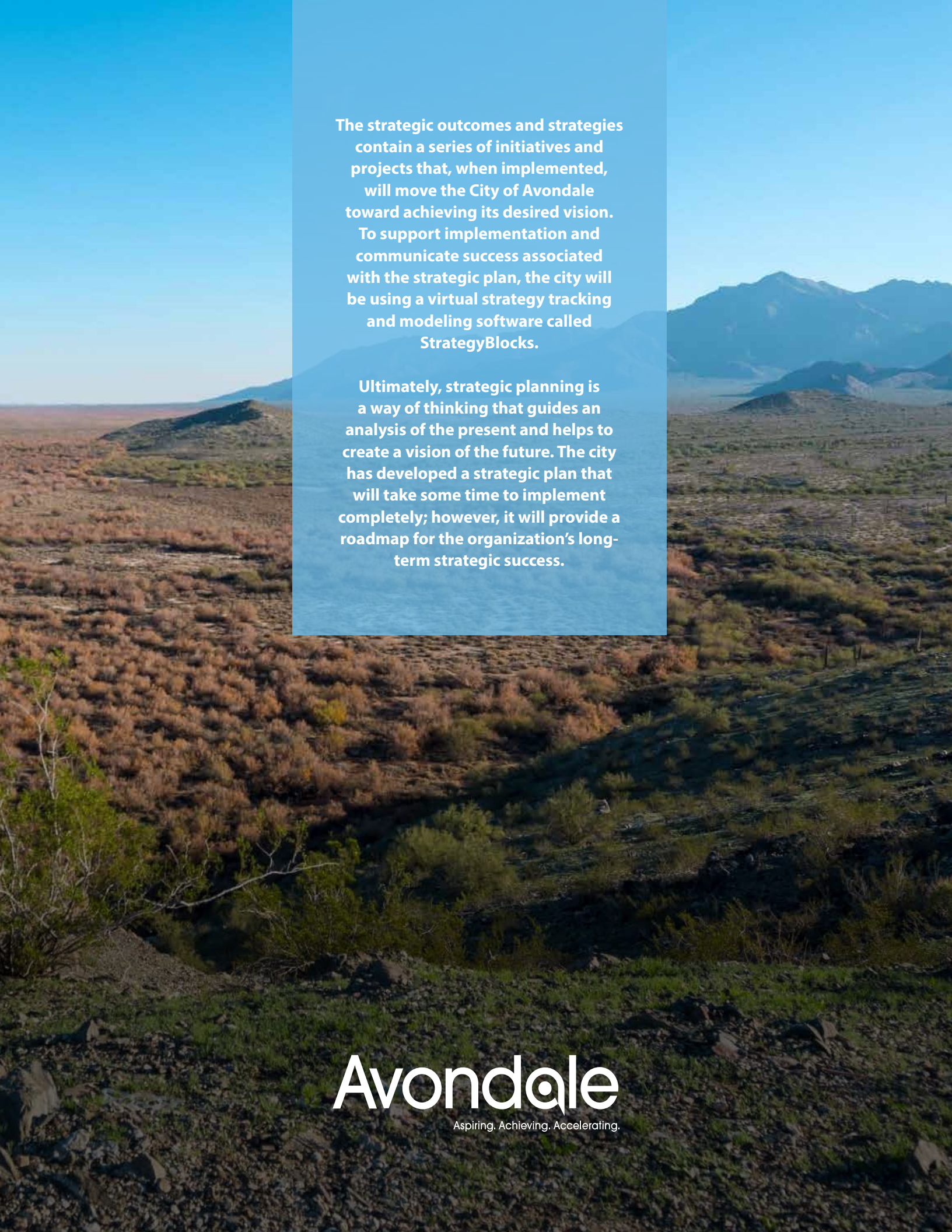
Additionally, Avondale has developed environmental campaigns, such as One Less, which aims to reduce wasted items, offers a Green Business Certification, and has a mobile app designed to reduce air pollution. Avondale is also part of the Lower Gila River Collaborative, which is a growing cooperative effort to restore natural resources along the lower Gila River, improve access to nature-based recreation, and promote the river as an amenity in the West Valley.

The strategies listed below will help to ensure that Avondale's natural resources and open spaces are accessible today and in the future through thoughtful and sustainable practices.

Strategies

1. Promote and expand Avondale's natural assets such as parks, trails, rivers, and wilderness areas to residents, visitors, and businesses
2. Preserve and revitalize river areas and natural urban interfaces
3. Encourage resource conservation and other sustainable practices throughout municipal operations

FRENZY
TRIPPER
malibutwoxl



The strategic outcomes and strategies contain a series of initiatives and projects that, when implemented, will move the City of Avondale toward achieving its desired vision. To support implementation and communicate success associated with the strategic plan, the city will be using a virtual strategy tracking and modeling software called StrategyBlocks.

Ultimately, strategic planning is a way of thinking that guides an analysis of the present and helps to create a vision of the future. The city has developed a strategic plan that will take some time to implement completely; however, it will provide a roadmap for the organization's long-term strategic success.

Avondale

Aspiring. Achieving. Accelerating.

Item Number: 4.j.

CITY COUNCIL REPORT

SUBJECT: Ordinance 2010-0221 - Facilities Department Creation and Interim Position Additions for Facilities Department and Human Resource Critical Need

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Marshall Pimentel, Management Analyst, (623) 333-1027

THROUGH: Gina Montes, Assistant City Manager, (623) 333-1012

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:

City Council will consider a request to: (a) adopt Ordinance 2010-0221, authorizing the creation of a Facilities Department; and (b) authorize two new full-time equivalent (FTE) positions to include a Facilities Director and a Senior Human Resources Analyst; (c) approve the necessary budget transfers; and (d) authorize the Mayor, City Manager, and City Clerk to execute the necessary documents. The Council will take appropriate action.

BACKGROUND:

The Facilities Division is currently a part of the City Manager's Office and is responsible for providing and maintaining clean, safe, and comfortable environments for the citizens and staff of the City of Avondale. Services provided by the division include high-quality custodial services, enhancing the appearance and function of all public buildings, compliance with applicable codes, laws, rules, and regulations, and the preservation and maintenance of the City’s capital assets.

The Human Resources Department is responsible for multiple functions including employee relations, recruitment, testing and selection, policy administration, classification and compensation, employee benefits administration, occupational safety and risk management, organizational development and training, and equal employment law and labor law compliance.

DISCUSSION:

The City has continued to experience fast-paced growth both as a community and government entity. This is evidenced in the expansion of the City's capital assets including the recently opened Resource Center, and the impending addition of a new Fire Station and Civic Center. In order to effectively maintain and manage the entirety of the City's facilities, it is proposed that that a new Facilities Department be established and that a Director position be authorized. This new position will be responsible for planning, coordinating, evaluating and directing the building, grounds, and equipment maintenance operations activities. The position will participate in the planning, design, review, and integration of construction projects, oversee facility maintenance for all public buildings, and evaluate energy saving programs, sustainable building materials and best practices for all city owned facilities.

The City's growth is also reflected in the growth of human capital necessary to support and administer public programs and services. Between FY 2018 and FY 2021, the City added 100 positions, a nearly 20% increase. This growth coupled with recent turnover (14% in FY 2020) has made it difficult to keep up with recruitments and employee support. In order to accommodate the increased workload, it is proposed that an additional Senior Human Resources Analyst be authorized. This position will perform a wide variety of complex work in professional, technical and analytical human resources and labor relations services. This includes the preparation of job announcements and descriptions, reviewing resumes, administering training and new employee orientation, assisting with benefits enrollment, and advising city leadership on compliance with employment-related laws and regulations.

BUDGET IMPACT:

The total cost of this request is $335,600 which includes $310,800 in annual ongoing costs and $24,800 in one-time costs. The impact to the FY 2021 budget is $182,600, adjusted for filling positions mid-year.

This item approves the transfer of $182,600 from 101-5300-00-9900, General Fund contingency. Of this total, $114,400 is for the Facilities Director and $68,200 is for the Senior Human Resources Analyst.

RECOMMENDATION:

Staff recommends Council adopt an Ordinance authorizing the creation of a Facilities Department; authorize two new full-time equivalent (FTE) positions to include a Facilities Director and a Senior Human Resources Analyst; and authorize the Mayor, City Manager, and City Clerk to execute the necessary documents.

ORDINANCE NO. 2010-0221

AN ORDINANCE OF THE COUNCIL OF THE CITY OF AVONDALE, ARIZONA, AMENDING THE AVONDALE CITY CODE, CHAPTER 2, ADMINISTRATION, ARTICLE III, DEPARTMENTS, RELATING TO THE CREATION OF AN FACILITIES AND OPERATIONS DEPARTMENT.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF AVONDALE as follows:

SECTION 1. The Avondale City Code, Chapter 2 (Administration), Article III (Departments) is hereby amended to add the following:

2-69.3 Facilities and Operations Department, created.

(a) Pursuant to Article IV, Section I, Subsection (a) of the Avondale City Charter, the city council does hereby establish the facilities and operations department as a separate department of the city.

(b) The facilities and operations department shall consist of a director of facilities and operations and as many staff members as may be deemed necessary from time to time by the director, subject to the approval of the city manager.

(c) The facilities and operations department shall be operated and managed in accordance with such department policies and procedures as may be adopted from time to time by the director, subject to the approval of the city manager.

(d) It is the duty of the facilities and operations director under the director of the city manager to:

(1) Work closely with the development and engineering services department to design and develop facility projects to include construction. Oversee the capital replacement program for all city facilities. Consult with customers, contractors, engineers and architects to identify scope, develop and implement improvements and solve system issues.

(2) Assist with all special events and meetings for both set up and clean up and supports each department facility requests throughout the year.

(3) Develop policies and procedures for building maintenance functions, grounds maintenance and custodial services.

(4) Direct procurement of equipment, supplies and materials to perform required duties effectively and efficiently.

(5) Oversee and direct facility maintenance at American Sports Centers – Avondale (ASC) and all city owned buildings.

(6) Evaluate energy savings programs, sustainable practices and sustainable building materials for all city owned facilities.

(7) Serve as a technical advisor to the deputy city managers, assistant city manager, city manager, and city council related to facility operations and all department program areas.

(8) Develop long range plans, master plans, and other strategic documents and interpret results for use in planning evaluation and decision making. Monitor and evaluate the efficiency and effectiveness of service delivery, assess workload, and report opportunities for improvements within the programs.

(9) Develop, administer, and monitor the department's operating budget. Conduct fiscal/economic impact studies and cost/benefit analyses to prepare budget projections. Manage construction projects for the department.

(10) Establish and maintain effective working relationships with elected officials, city leaders, department directors, and other city staff. Meet with citizens or special groups on behalf of elected officials and city leaders. Represent the city at community meetings.

(11) Perform such additional duties as may be required by the city manager.

SECTION 2. The Mayor, the City Manager, the City Clerk and the City Attorney are hereby authorized and directed to take all steps necessary to carry out the purpose and intent of this Ordinance.

[SIGNATURES ON FOLLOWING PAGE]

PASSED AND ADOPTED by the Council of the City of Avondale, Arizona, February 16, 2020.

_____
Kenneth N. Weise, Mayor

ATTEST:

_____
Marcella Carrillo, City Clerk

APPROVED AS TO FORM:

_____
Nicholle Harris, City Attorney

City of Avondale
FY 2021-22
Position Request Form

Please make your selections from the lists in the orange shaded fields and fill in the green shaded fields (note: technology items have already been filled in with IT's fund and division). In addition, you may select additional items to add by checking the boxes for those items.

Department: Facilities & Operations Department
Position Title: Facilities & Operations Director
Grade: g21
Total FTE/s: 1.00

A. Personal Services

Fund	Division	Object	Description		Ongoing Request	One-Time Request	Total Request
		5010	Salaries & Wages		154,700		154,700
0	0	5050	Overtime				-
0	0	5016	Cell Phone Stipend (select annual cost option --->)	1,200	1,200.00		1,200
0	0	5110	Social Security (OASDI)		9,600		9,600
0	0	5120	Retirement	ASRS	18,900		18,900
0	0	5160	Health Insurance		11,800		11,800
0	0	5180	Dental Insurance		600		600
0	0	5190	Workman's Compensation	8810	200		200
0	0	5220	Medicare		2,200		2,200
		Sub-total			$ 199,200		$ 199,200

B. Contractual/Commodities

Fund	Division	Object	Description	Select	Ongoing Request	One-Time Request	Total Request
0	5122	7081	Desktop & Monitors (2-22")	☐			
0	5122	7081	Laptop, Case & Monitors (2-22")	☑		2,100	2,100
0	5122	6325	Software (MS)		400		400
0	5122	7081	Cell Phone	☐			
0	5122	6220	Cell Phone Service	☐			
0	5122	7081	Desk Phone	☑		300	300
	0	6500	Memberships	☑	1,000		1,000
	0	6520	Training		1,000		1,000
0	0	7140	Office Furnishings			10,000	10,000
		Sub-total			$ 2,400	$ 12,400	$ 14,800
				☐			
Total Request					$ 201,600	$ 12,400	$ 214,000

City of Avondale

FY 2021-22

Position Request Form

Please make your selections from the lists in the orange shaded fields and fill in the green shaded fields (note: technology items have already been filled in with IT's fund and division). In addition, you may select additional items to add by checking the boxes for those items.

Department: 400 - Human Resources
Position Title: Senior Human Resources Analyst
Grade: g13
Total FTE/s: 1.00

A. Personal Services

Fund	Division	Object	Description		Ongoing Request	One-Time Request	Total Request
	5700	5010	Salaries & Wages		77,700		77,700
0	5700	5050	Overtime				-
0	5700	5016	Cell Phone Stipend (select annual cost option --->	1,200	1,200.00		1,200
0	5700	5110	Social Security (OASDI)		4,800		4,800
0	5700	5120	Retirement	ASRS	9,500		9,500
0	5700	5160	Health Insurance		11,800		11,800
0	5700	5180	Dental Insurance		600		600
0	5700	5190	Workman's Compensation	8810	100		100
0	5700	5220	Medicare		1,100		1,100
		Sub-total			$ 106,800		$ 106,800

B. Contractual/Commodities

Fund	Division	Object	Description	Select	Ongoing Request	One-Time Request	Total Request
0	5122	7081	Desktop & Monitors (2-22")	☐			
0	5122	7081	Laptop, Case & Monitors (2-22")	☑		2,100	2,100
0	5122	6325	Software (MS)		400		400
0	5122	7081	Cell Phone	☐			
0	5122	6220	Cell Phone Service	☐			
0	5122	7081	Desk Phone	☑		300	300
	5700	6500	Memberships	☑	1,000		1,000
	5700	6520	Training		1,000		1,000
0	5700	7140	Office Furnishings			10,000	10,000
		Sub-total			$ 2,400	$ 12,400	$ 14,800

Total Request	$ 109,200	$ 12,400	$ 121,600

Item Number: 4.k.

CITY COUNCIL REPORT

SUBJECT: Ordinance 2011-0221- Dedication of a Sewer Pipeline Easement to the City of Avondale in Alamar's Beacon Park

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Kevin Murphy, Development and Engineering Services Director, (623) 333-4011

THROUGH: Tracy Stevens, Deputy City Manager, (623) 333-1014

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:

City Council will consider a request to adopt Ordinance 2011-0221, dedicating a public Sewer Pipeline Easement to the City of Avondale located at Broadway Road and 118th Avenue and authorize the Mayor or City Manager, City Attorney and City Clerk to execute the necessary documents. The Council will take the appropriate action.

BACKGROUND:

The City Council adopted Ordinance No. 1652-518 on May 21, 2018 which annexed 1179 acres for the Alamar development. The developer, Brookfield Residential, LLC, has recently completed construction of Beacon Park, a neighborhood park located at Broadway Road and 118th Avenue.

DISCUSSION:

In order for Alamar to provide public sewer to future phases of their development north of Broadway Road, a sewer line easement must be dedicated to the City through Alamar's Beacon Park. The park owner, Alamar Community Association, Inc., has agreed to dedicate this easement to the City. The sewer line within this easement will be maintained by the City.

STRATEGIC PLAN ALIGNMENT:

INITIATIVE
Foster Sustainable Community Development

GOAL
Maintain and expand quality infrastructure

BUDGET IMPACT:

There is no impact to the budget for this action.

RECOMMENDATION:

Staff recommends that the City Council adopt an Ordinance, dedicating a Sewer Pipeline Easement to the City of Avondale located at Broadway Road and 118th Avenue and authorize the Mayor or City Attorney and City Clerk to execute the necessary documents.

ORDINANCE NO. 2011-0221

AN ORDINANCE OF THE COUNCIL OF THE CITY OF AVONDALE, ARIZONA, ACCEPTING THE DEDCIATION OF A SEWER LINE EASEMENT FROM ALAMAR COMMUNITY ASSOCIATION, INC.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF AVONDALE as follows:

SECTION 1. The dedication of a sewer line easement over ± 0.2058 acres of real property, generally located west of Avondale Boulevard and north of Broadway Road, is hereby accepted by the City of Avondale from Alamar Community Association, Inc., in the form attached hereto as Exhibit 1 and incorporated herein by reference.

SECTION 2. The Mayor, the City Manager, the City Clerk and the City Attorney are hereby authorized and directed to take all steps and to execute all documents necessary to carry out the purpose and intent of this Ordinance.

PASSED AND ADOPTED by the Council of the City of Avondale, Arizona, on February 16, 2021.

_____
Kenneth N. Weise, Mayor

ATTEST:

_____
Marcella Carrillo, City Clerk

APPROVED AS TO FORM:

_____
Nicholle Harris, City Attorney

EXHIBIT 1
TO
ORDINANCE NO. 2011-0221

[Easement]

See following pages.

When recorded return to:
City Clerk
City of Avondale
11465 West Civic Center Drive, Suite 200
Avondale, Arizona 85323

This Easement is exempt from recording fee and Affidavit of Property Value pursuant to Ariz. Rev. Stat. § 11-1134(A)(2)

SEWER EASEMENT AGREEMENT

GRANTOR: Alamar Community Association, Inc., an Arizona non-profit corporation (the "Owner")
GRANTEE: City of Avondale, an Arizona municipal corporation (the "City")

THIS SEWER EASEMENT AGREEMENT (this "Agreement") is entered into as of February 1, 2021, by and between the City and Owner for the purposes set forth below.

RECITALS

The Owner is the record owner of certain real property described in Exhibit A attached hereto and incorporated herein by this reference (the "Property").

City and Owner desire to enter into this Agreement for Owner to grant to the City a continuous and perpetual easement over the Property (the "Easement") at the location described in Exhibit B attached hereto and incorporated herein by this reference (the "Easement Area") for purposes of installing, operating, inspecting, maintaining, repairing, replacing, or removing underground sewer facilities (the "Facilities") as is more particularly described herein.

AGREEMENT

NOW THEREFORE, Owner does hereby grant to the City, its successors and assigns, this Easement over the Easement Area on the following terms and conditions:

1. Grant of Easement. The Owner hereby grants, sells and conveys to the City, its successors and assigns, forever, the continuous and perpetual easement through, over, under, upon, in, across and along the Easement Area for the benefit of the City, its successors, assigns, heirs, executors or personal representatives, tenants, lessees, guests, invitees, or the guests or invitees of the tenants, for the purpose of installing, operating, inspecting, maintaining, repairing, replacing, or removing the Facilities in the Easement Area.

2. Purpose. The purpose of the Easement hereby conveyed is for the installation, operation, inspection, maintenance, repair, replacement, or removal of the Facilities.

3. Maintenance of the Easement. The Owner shall not maintain the Easement Area in a manner that impairs the ability or capacity of the City to fully utilize the Easement.

3.1 Owner shall not install or construct, or permit to be installed or constructed, any building, structure, utility or other facility, nor shall Owner drill any well, plant any trees, store materials of any kind, or alter ground level by cut or fill, within the limits of the Easement Area, without the prior written consent of the City.

3.2 The City shall allow reasonable, typical landscaping within the Easement Area including shrubs, groundcover and decomposed granite except in a ten foot clear zone around any sewer manholes or clean-out locations. The City shall have the right but not the obligation to trim, cut or remove or cause to be trimmed, cut or removed any brush or other vegetation on the Easement Area that obstruct or hinder access to the Easement Area, and whenever in the City's judgment the same shall be necessary for the convenient and safe exercise of the rights herein granted.

3.3 The City shall restore or cause to be restored the Easement Area to substantially the same condition as practical in the event the Facilities require maintenance, repair, replacement and/or removal for whatever reason.

4. Running of Benefits and Burdens. All provisions of this Agreement, including the benefits and burdens, run with the land and are binding upon and inure to the assigns and successors and tenants of the parties hereto.

5. Attorneys' Fees. Either party may enforce this instrument by appropriate legal action and the prevailing party in such litigation may recover as part of its costs in such action reasonable attorneys' fees and court costs.

6. Additional Easements. Nothing contained in this Agreement shall prohibit Owner from conveying additional easements for access, utility or other purposes through, over, under, upon, in, across and along the Easement Area to the owners of properties which abut the Easement Area or to government or quasi-governmental agencies, provided however, that no such additional rights or easement shall impair the City's use of the Easement herein granted.

7. Entire Agreement. This instrument contains the entire agreement between the parties relating to City's use of the Property for sewer purposes. Any oral representations or modifications concerning this instrument shall be of no force or effect, excepting a subsequent modification in writing, signed by the parties.

8. Cancellation by City. This Agreement may be cancelled by the City pursuant to ARIZ. REV. STAT. § 38-511.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first set forth above.

"**Grantor**"

Alamar Community Association, Inc., an Arizona non-profit corporation

By: _____

Name:_____

Title:_____

(ACKNOWLEDGMENT)

STATE OF _____)
) ss.
COUNTY OF _____)

On _____, 2021, before me personally appeared _____ _____the _____ of Alamar Community Association, Inc., an Arizona non-profit corporation, whose identity was proven to me on the basis of satisfactory evidence to be the person who she/he claims to be, and acknowledged that she/he signed the above document on behalf of the corporation.

_____
Notary Public

(Affix notary seal here)

"**Grantee**"

CITY OF AVONDALE,
an Arizona municipal corporation

_____
Charles A. Montoya, City Manager

ATTEST:

_____
Marcella Carrillo, City Clerk

(ACKNOWLEDGMENT)

STATE OF ARIZONA)
) ss.
COUNTY OF MARICOPA)

On _____, 2021, before me personally appeared Charles A. Montoya, the City Manager of the CITY OF AVONDALE, an Arizona municipal corporation, whose identity was proven to me on the basis of satisfactory evidence to be the person who he claims to be, and acknowledged that he signed the above document, on behalf of the City of Avondale.

_____
Notary Public

(Affix notary seal here)

EXHIBIT A
TO
SEWER EASEMENT AGREEMENT

[Property]

See following page.

Exhibit "A"

Wood, Patel & Associates, Inc.
602.335.8500
www.woodpatel.com

January 13, 2021
WP# 174612.09

LEGAL DESCRIPTION
Alamar
Beacon Park

Tract MM, Alamar - Phase 1, recorded in Book 1462, page 24, Maricopa County Records (MCR), lying within Section 25, Township 1 North, Range 1 West, of the Gila and Salt River Meridian, Maricopa County, Arizona.

Containing 164,908 square feet or 3.7858 acres, more or less.

Subject to existing right-of-ways and easements.

This parcel description is based on client provided information and is located within an area surveyed by Wood, Patel & Associates, Inc. during the month of July, 2018. Any monumentation noted in this parcel description is within acceptable tolerance (as defined in Arizona Boundary Survey Minimum Standards dated 02/14/2002) of said positions based on said survey.

Y:\WP\Parcel Descriptions\2017\174612.09 Alamar Beacon Park L49 01-13-21.docx

REGISTERED LAND SURVEYOR
CERTIFICATE NO.
23945
BRIAN J.
DIEHL
Date Signed 1-13-21
ARIZONA, U.S.A.
EXPIRES 09-30-23

EXHIBIT B
TO
SEWER EASEMENT AGREEMENT

[Easement Area]

See following pages.

EXHIBIT "B"

Wood, Patel & Associates, Inc.
602.335.8500
www.woodpatel.com

Revised January 13, 2021
Revised October 12, 2020
September 8, 2020
WP# 174612.09

LEGAL DESCRIPTION
Alamar-Phase 1
Sewer Easement

A 20-foot wide parcel of land lying within Tract MM, Alamar-Phase 1, recorded in Book 1462, page 24, Maricopa County Records (MCR), lying within Section 25, Township 1 North, Range 1 West, of the Gila and Salt River Meridian, Maricopa County, Arizona, more particularly described as follows:

COMMENCING at the northeast corner of said Section 25, a 3-inch Maricopa County Department of Transportation (MCDOT) brass cap in handhole, stamped 26411 2011, from which the east quarter corner of said section, a 3-inch MCDOT brass cap in handhole, stamped T1N R1W S25 S30 RLS 33310, bears South 00°05'10" West (basis of bearing), a distance of 2620.78 feet;
THENCE along the north line of said section, North 89°37'29" West, a distance of 2587.16 feet, to the **POINT OF BEGINNING**;
THENCE leaving said north line, South 00°00'00" East, a distance of 73.92 feet;
THENCE South 78°02'03" West, a distance of 120.42 feet;
THENCE South 07°10'02" West, a distance of 191.49 feet;
THENCE South 23°09'56" East, a distance of 58.91 feet, to the southerly line of said Tract MM;
THENCE along said southerly line, South 66°50'04" West, a distance of 20.00 feet;
THENCE leaving said southerly line, North 23°09'56" West, a distance of 64.33 feet;
THENCE North 07°10'02" East, a distance of 211.14 feet;
THENCE North 78°02'03" East, a distance of 118.45 feet;
THENCE North 00°00'00" East, a distance of 57.84 feet, to said north line;
THENCE along said north line, South 89°37'29" East, a distance of 20.00 feet, to the **POINT OF BEGINNING**.

Containing 8,965 square feet or 0.2058 acres, more or less.

Subject to existing right-of-ways and easements.

This parcel description is based on client provided information and is located within an area surveyed by Wood, Patel & Associates, Inc. during the month of July, 2018. Any monumentation noted in this parcel description is within acceptable tolerance (as defined in Arizona Boundary Survey Minimum Standards dated 02/14/2002) of said positions based on said survey.

\\Phx-filesvr-admin\y-drive\WP\Parcel Descriptions\2017\174612.09 Alamar Sewer Easement L44R02 01-13-21.docx

REGISTERED LAND SURVEYOR
CERTIFICATE NO.
23945
BRIAN J.
DIEHL
Date Signed 1-13-21
ARIZONA, U.S.A.
EXPIRES 09-30-23

EL MIRAGE ROAD

SRPAI & PD/ ARIZONA PUBLIC SERVICE COMPANY
DOC. 2018-0487138, M.C.R.

A.P.N.: 500-66-006B

EMPIRE WEST TITLE AGENCY, LLC
DOC. 2018-0474316, M.C.R.

A.P.N.: 500-67-004E

EMPIRE WEST TITLE AGENCY, LLC
DOC. 2018-0474315, M.C.R.

A.P.N.: 500-66-008D

NORTH 1/4 CORNER OF
SECTION 25, T.1N., R.1W.
2" I.P. W/ NO I.D.

4.52'
L10

2587.16'

S89°37'21"E 2611.55'

P.O.B.
TRACT MM
ALAMAR - PHASE 1
BOOK 1462, PAGE 24,
M.C.R.

A.P.N.: 500-67-510

N89°37'29"W 2611.69'

NORTHEAST CORNER OF
SECTION 25, T.1N, R.1W.
3" M.C.D.O.T. B.C.H.H.
STAMPED 26411 2011
P.O.C.

UNSUBDIVIDED
A.P.N.: 500-71-002D

L1 L2 L3 L4 L5 L6 L7 L8 L9

20' SEWER EASEMENT

BROADWAY ROAD

NORTHWEST CORNER OF
SECTION 25, T.1N., R.1W.
4" M.C.D.O.T. B.C.H.

ALAMAR - PHASE 1
BOOK 1462, PAGE 24,
M.C.R.

AVONDALE BOULEVARD
S00°05'10"W 2620.78'
(BASIS OF BEARING)

EAST 1/4 CORNER OF
SECTION 25, T.1N., R.1W.
3" M.C.D.O.T. B.C.H.
STAMPED T1N R1W
S25 S30 RLS 33310

WOOD PATEL

REGISTERED LAND SURVEYOR
CERTIFICATE NO.
23945
BRIAN J.
DIEHL
Date Signed 1.13.21
ARIZONA, U.S.A.
EXPIRES 09-30-23

N

EXHIBIT "B"

ALAMAR - PHASE 1
SEWER EASEMENT
REVISED 01/13/2021
WP# 174612.09
PAGE 2 OF 3
NOT TO SCALE
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LINE TABLE		
LINE	BEARING	DISTANCE
L1	S00°00'00"E	73.92'
L2	S78°02'03"W	120.42'
L3	S07°10'02"W	191.49'
L4	S23°09'56"E	58.91'
L5	S66°50'04"W	20.00'

LINE TABLE		
LINE	BEARING	DISTANCE
L6	N23°09'56"W	64.33'
L7	N07°10'02"E	211.14'
L8	N78°02'03"E	118.45'
L9	N00°00'00"E	57.84'
L10	S89°37'29"E	20.00'

WOOD PATEL

REGISTERED LAND SURVEYOR
CERTIFICATE NO.
23945
BRIAN J.
DIEHL
Date Signed 1.13.21
ARIZONA, U.S.A.
EXPIRES 09-30-23

N

EXHIBIT "B"

ALAMAR - PHASE 1
SEWER EASEMENT
REVISED 01/13/2021
WP# 174612.09
PAGE 3 OF 3
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CITY OF AVONDALE

SEWER EASEMENT TO BE DEDICATED TO THE CITY OF AVONDALE

Item Number: 5.a.

CITY COUNCIL REPORT

SUBJECT: Public Hearing and Resolution 1013-0221 - Community Development Block Grant - Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Chris Lopez, Director of Neighborhood & Family Services, (623) 333-2711

THROUGH: Cherlene Penilla, Deputy City Manager, (623) 333-2214

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:

City Council will hold a public hearing and consider a request to adopt Resolution 1013-0221 approving a substantial amendment to the 2020-2021 Annual Action Plan for CARES Act funding and authorize the Mayor or City Manager and City Clerk to execute the necessary documents. The Council will take appropriate action.

BACKGROUND:

The U.S. Department of Housing and Urban Development (HUD) allocated $426,811 in CDBG-CV (CARES Act) funds to the City of Avondale for fiscal year 2021 in the first round of CARES Act funding. To be eligible to receive funds, the City of Avondale was required to complete a five-year Consolidated Plan, an Annual Action Plan, and an Analysis of Impediments to Fair Housing Choice. These were completed and approved by the City Council on May 4, 2020 and these plans have since been approved by HUD. HUD's second round of CARES Act funding was not provided to units of local government, but instead to states only. In the third round of CARES Act funding allocations, HUD allocated an additional $602,152 to the City of Avondale for fiscal year 2021. In order to be eligible to receive these funds, the City of Avondale must complete a substantial amendment to the 2020 Annual Action Plan.

DISCUSSION:

The CARES Act funding is required to be used for eligible CDBG activities in response to the coronavirus pandemic. At the time of preparation of the Consolidated and Annual Action Plans, staff estimated that existing activities in the plans could accommodate these funds and would support residents and business alike with eviction prevention. Since that time, staff has identified additional needs in the community that could be met with these grant funds to prevent, prepare for, and respond to coronavirus.

CDBG grantees are expected to carry out activities that primarily benefit low-and moderate-income persons (with at least 70 percent of the funding) or meet an urgent need related to coronavirus:

- Grant funds may not be used to pay costs if another source of financial assistance is available to pay that cost.

- Expenditures must be necessarily incurred due to the public health emergency with respect to coronavirus.
- CDBG grantees should be very careful to not provide the same benefit that other funding sources might provide, including funding from Federal Emergency Management Agency (FEMA) for Public Assistance and Individual Assistance, HUD's Emergency Solutions Grants program for the homeless and the Small Business Administration (SBA).
- Grant funds must meet a National Objective and must be for activities to prevent, prepare for, and respond to coronavirus.
- Expenditures must not have been accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government.

In order to allocate CDBG funds, the City must ensure that:

- The activity is supported by and furthers the goals established in the current Consolidated Plan.
- The activity is specifically identified and assigned funding in the Annual Action Plan associated with that year's funding.

There are seven goals within the current Consolidated Plan:

1. Preserve and Expand Affordable Housing Inventory
2. Fund Necessary Public Infrastructure and Facilities
3. Support Vital Community Services
4. Encourage Business Development and Growth
5. Promote Fair Housing in Avondale
6. Support Efforts to Prevent Homelessness
7. Reduce Residential Lead-Based Hazards

Staff has identified the following new activities that are within the existing goals:

- School Hotspot Program (Goal 3) - This program would involve a partnership with local schools who would determine families in need of a hotspot to access virtual schooling. This would include hardware, warranty, and service for a one-year period.
- Temporary Shelter (Goal 6) - This program would provide for temporary shelter for homeless individuals made necessary by coronavirus. This may include quarantine due to COVID testing, diagnosis or other related temporary shelter needs to prevent the spread of the coronavirus. The shelter would be coordinated with homeless service providers.

The recommended Substantial Amendment to the 2020-2021 Annual Action Plan will modify the City's Activities for that year to the following:

Activity Name	**Total Funding Allocation**	**Funding Source(s)**	**Amounts**
Housing Rehabilitation Program	$335,850	CDBG HOME PI	$280,000 $55,850
Avondale First Time Homebuyer Program	$245,065	HOME HOME Local Match	$193,472 $51,593
Public Infrastructure Improvements	$150,000	CDBG	$150,000

AviTEMP/Tuition Assistance Program for Youth	$47,000	CDBG	$47,000
NEW: School Hotspot Program	$110,000	CDBG-CV	$110,000
Small Business Assistance	$458,585	CDBG CDBG-CV	$47,000 $411,585
Homelessness Outreach	$462,721	CDBG CDBG-CV	$55,343 $407,378
NEW: Temporary Shelter	$85,000	CDBG-CV	$85,000
Fair Housing	$1,000	CDBG	$1,000
Administration	$172,984	CDBG HOME CDBG-CV	$145,086 $12,898 $15,000
			$2,068,205

BUDGET IMPACT:

The HOME program requires a 25% match of $51,593. These funds were adopted in the 2021 budget. CDBG funds do not require a match. Appropriations for the additional grant funding will be transferred from the grant contingency account 209-5300-00-6990.

RECOMMENDATION:

Staff recommends that the City Council hold a public hearing and adopt the resolution approving the substantial amendment as part of the 2020-2021 Annual Action Plan.

RESOLUTION NO. 1013-0221

A RESOLUTION OF THE COUNCIL OF THE CITY OF AVONDALE, ARIZONA, AMENDING THE 2020/2021 ANNUAL ACTION PLAN FOR THE 2020-2024 CONSOLIDATED PLAN FOR THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS.

WHEREAS, by Resolution No. 1028-0520 the City of Avondale (the "City") approved the 2020-2024 Consolidated Plan and the 2020/2021 Annual Action Plan (the "Action Plan") for the U.S Department of Housing and Urban Development ("HUD") Community Development Block Grant (CDBG) program funding; and

WHEREAS, in the Action Plan, HUD allocated $426, 811 in CDBG CARES Act (CDBG-CV) funds to the City for the CDBG program; and

WHEREAS, HUD desires to provide the City with an additional $602,152 in CDBG-CV funding for the 2020-2021 CDBG program fiscal year by having the City approve a substantial amendment to the Action Plan; and

WHEREAS, the City has completed public participation requirements for the substantial amendment through (i) a 5-day comment period beginning February 8, 2021 and extending through February 15, 2021, during which time comments were able to be received from City residents for incorporation into the amended Action Plan and (ii) a public hearing held by the City Council on February 16, 2021.

WHEREAS, the City desires to accept the additional funding and amend the Action Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF AVONDALE as follows:

SECTION 1. The recitals above are hereby incorporated as if fully set forth herein.

SECTION 2. The City Council hereby amends the 2020/2021 Annual Action Plan and the allocation of CDBG and CDBG-CV funding to the activities to be undertaken as described below.

2020/2021 CDBG and CDBG-CV Annual Action Plan Allocations – Estimated			
Activity	Total Funding Allocation	Funding Source(s)	Amount Proposed
Housing Rehabilitation Program	$335,850	CDBG HOME PI	$280,000 $55,850
Avondale First Time Homebuyer Program	$245,065	HOME HOME Local Match	$193,472 $51,593
Public Infrastructure Improvements	$150,000	CDBG	$150,000
AviTemp/Tuition Assistance Program for Youth	$47,000	CDBG	$47,000
NEW: School Hotspot Program	$110,000	CDBG-CV	$110,000
Small Business Assistance	$458,585	CDBG CDBG-CV	$47,000 $411,585
Homelessness Outreach Program	$462,721	CDBG CDBG-CV	$55,343 $407,378
NEW: Temporary Shelter	$85,000	CDBG-CV	$85,000
Fair Housing	$1,000	CDBG	$1,000
Administration	$172,984	CDBG HOME CDBG-CV	$145,086 $12,898 $15,000
Total Grant	$2,068,205		$2,068,205

SECTION 3. If the amount of funding approved by HUD is less than the total of estimates set forth in Section 2 above, the City Manager or designee is hereby authorized and directed to make adjustments as necessary to the activity allocations to ensure that the funds allocated are distributed to the listed activities in the proportions set forth in Section 2 above.

SECTION 4. The City Council hereby approves and authorizes (i) the acceptance of the additional CDBG-CV funding in the amount of $602,152 from HUD and (ii) the expenditure of the funds in the manner set forth in the 2020/2021 Annual Action Plan.

SECTION 5. The Mayor, the City Manager, the City Clerk, and the City Attorney are hereby authorized and directed to take all steps necessary to carry out the purpose and intent of this Resolution.

[SIGNATURES ON FOLLOWING PAGE]

PASSED AND ADOPTED by the Council of the City of Avondale, Arizona, February 16, 2021.

_____
Kenneth N. Weise, Mayor

ATTEST:

_____
Marcella Carrillo, City Clerk

APPROVED AS TO FORM:

_____
Nicholle Harris, City Attorney

Item Number: 5.b.

CITY COUNCIL REPORT

SUBJECT: Public Hearing and Ordinance 2012-0221 - Zoning Ordinance Text Amendments - Section 4 (Employment Districts) - Application PL-20-0338

MEETING DATE: 2/16/2021

TO: Mayor and Council

FROM: Kevin Murphy, Development & Engineering Services Director

THROUGH: Tracy Stevens, Deputy City Manager, (623) 333-1014

REVIEWED: Charles A. Montoya, City Manager, (623) 333-1016

PURPOSE:
City Council will hold a public hearing and consider a staff-initiated request to adopt Ordinance 2012-0221 approving text amendments to the Zoning Ordinance. The amendments to Avondale Zoning Ordinance Section 4 (Employment Districts) will align the listed land uses in Section 4 with other recently approved amendments to marijuana related definitions in Section 1 (Administration and Procedures). The Council will take appropriate action.

BACKGROUND:
The Avondale Zoning Ordinance was first adopted in 1951 and has been updated numerous times, the last of which was effective January 7, 2021. A previous Staff-initiated amendment related to marijuana uses, Application PL-20-0260, was approved by City Council on January 19, 2021. This current amendment is a related update that will align the land use terminology used in Section 4 (Employment Districts) with the proposed amendments to the definitions section of Section 1 (Administration and Procedures) amended within Application PL-20-0260.

SUMMARY OF REQUEST:
The following is a summary of the proposed amendments to the Zoning Ordinance; the specific proposed text changes can be found in Exhibit A.

Section 4 (Employment Districts)
402 – Land Use Matrix: Replace "Medical Marijuana Cultivation Location" with "Marijuana Establishment" as the definition for Marijuana Establishment includes cultivation locations and has replaced Medical Marijuana Cultivation Location in the definition subsection of Section 1 (Administration and Procedures).

403 – Uses Permitted With Conditions: Replace "medical marijuana cultivation location" with "marijuana establishments" to match the change proposed in subsection 402 above.

ANALYSIS:
The Zoning Ordinance Text Amendments are not anticipated to result in any adverse impacts on the community. The amendments will ensure consistency in land use terminology between sections of the Zoning

Ordinance.

PUBLIC PARTICIPATION:
The required notification for Planning Commission and City Council public hearings has been completed. The meetings were advertised in the Wednesday, December 30, 2020 edition of the Southwest Valley Arizona Republic. Staff has not received any feedback on the proposal by phone or email.

PLANNING COMMISSION ACTION:
On January 20, 2021 Planning Commission conducted a public hearing and voted 7-0 to recommend approval of the proposed text amendments. Commission had no comments or questions on the request.

DISCUSSION:

STRATEGIC PLAN:
INITIATIVE: Encourage & Support Creative Innovation in Development & Service Delivery

- STRATEGIC GOAL: Encourage a flexible environment responsive to market trends

BUDGET IMPACT:
No budget impacts.

RECOMMENDATION:
The City Council will conduct a public hearing and **ADOPT** the Ordinance approving Application PL-20-0338, Zoning Ordinance Text Amendments, a request for text amendments to the City of Avondale Zoning Ordinance.

PROPOSED MOTION:
I move that City Council **ADOPT** the Ordinance approving Application PL-20-0338, Zoning Ordinance Text Amendments, a request for text amendments to the City of Avondale Zoning Ordinance.

Exhibit A

Abstract of Proposed Changes

LAND USE	CP	A-1
Banks and chartered financial institutions	P	-
Business support services - photocopy centers, office supply stores, and package delivery services.	P	C
Catering	P	P
Child care center	C	-
Clinic for dental and medical	P	-
Contractor's materials storage yard	-	P
Data and call centers	P	P
Day laborers hiring center	-	C
Design centers	P	P
Distribution of products manufactured or assembled onsite	A	A
Dry cleaning drop-off establishment	P	-
Dry cleaning plant	-	P
Employment agency	P	-
Emissions testing facility	-	P
Extraction of rock, sand, gravel, etc. operations	-	C
Garages for repair of trucks, buses and heavy equipment	-	P
Government offices and facilities - federal, state, county and city.	P	P
Health and exercise centers, intended to serve the surrounding employment uses (maximum 10,000 square feet gross building area)	P	-
Hospital and urgent-care facility	P	-
Hotel and conference center	P	-
Impound lot	-	C
Laboratories for product development, testing, experimenting and investigating - bio-science, medical, dental, pharmaceutical, electronic and similar uses.	P	P
Landscaping and agricultural supplies and equipment, wholesaling, and storage	-	P
Manufacturing and assembly, light	P	P
Manufacturing and assembly, heavy	-	P
Manufacturing of hazardous materials (explosives, chemicals, dry ice, gases, gasoline, petroleum, paints, varnishes, and other similar) manufacturing or processing	-	C
Medical, dental, or health offices, excluding plasma centers and medical marijuana uses	P	-
Medical Marijuana Dispensary	-	PC
~~Medical Marijuana Cultivation Location~~Marijuana Establishment	-	PC
Mini-storage warehouse, excluding outdoor storage of vehicles or trailers	C	C
Mining or drilling operations	-	C
Mixing plant for cement or paving	-	C
Mobile food vendor	P	P
Motion picture productions (studio)	C	P
Motor vehicle assembly	-	P
Outdoor storage associated with an on-site primary use, excluding vehicles	C	PC
Pharmacy, when integral to a multi-tenant building (no drive-through)	P	-

LAND USE	CP	A-1
Processing of meats, fats or oils	-	C
Professional offices	P	P
Public utility facilities	P	P
Recycling facility, metals collecting and crushing	-	C
Restaurant, Full Service (no drive-through)	P	-
Retail sales that primarily support the businesses and employees of the commerce park and not the general population	C	C
Sale of products manufactured or assembled on-site	A	A
Schools, vocational, business, trade, college, university	P	-
Sexually oriented businesses, subject to the requirements of Section 10 of the Zoning Ordinance	-	PC
Signs and monuments, including sales, manufacturing and assembly of signs or sign components	P	P
Transmitting and receiving towers	C	C
Truck and trailer fueling, dispatch and weighing stations	-	C
Veterinary hospital, clinic	P	-
Vehicle storage facility, excluding dead vehicle storage	-	P
Warehousing	A	P
Wholesaling	-	P

Permitted Use	P
Permitted Use with Conditions	PC
Conditional Use Permit	C
Accessory Use	A
Not Permitted	-

403 Uses Permitted With Conditions

Based upon site plan review, land uses listed in the land use matrix as "Permitted with Conditions" may be subject to additional conditions of approval if deemed necessary to protect the health, safety, and public welfare.

A. In addition to, and in no way limiting the general nature of this Section 403, medical marijuana dispensaries and ~~medical marijuana cultivation locations~~marijuana establishments are allowed in certain general industrial districts as set forth above, so long as such uses are in compliance with the requirements of Section 13 of this Zoning Ordinance.

B. In addition to, and in no way limiting the general nature of this Section 403, sexually oriented businesses are allowed in certain general industrial districts as set forth above, so long as such uses are in compliance with the requirements of Section 10 of this Zoning Ordinance

C. Outdoor storage associated with an on-site primary use is permitted in the A-1 District, subject to the following conditions:

1. Storage areas must be fully screened.

ORDINANCE NO. 2012-0221

AN ORDINANCE OF THE COUNCIL OF THE CITY OF AVONDALE, ARIZONA, AMENDING THE CITY OF AVONDALE ZONING ORDINANCE SECTION 4 RELATED TO MARIJUANA USES.

WHEREAS, all due and proper notices of public hearings on this Ordinance held before the City of Avondale Planning and Zoning Commission (the "Commission") and the Council of the City of Avondale (the "City Council") were given in the time, form, substance and manner provided by ARIZ. REV. STAT. § 9-462.04; and

WHEREAS, the Commission held a public hearing regarding the subject matter of this Ordinance on January 20, 2021, after which the Commission recommended to the City Council that the amendments to the City of Avondale Zoning Ordinance (the "Zoning Ordinance") contemplated by this Ordinance be approved; and

WHEREAS, the City Council held an additional public hearing on this Ordinance on February 16, 2021.

NOW, **THEREFORE, BE IT ORDAINED** BY THE CITY COUNCIL OF THE CITY OF AVONDALE as follows:

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF AVONDALE, ARIZONA as follows:

SECTION 1. The recitals set forth above are hereby incorporated as if fully set forth herein.

SECTION 2. The Zoning Ordinance, Section 402, Land Use Matrix, is hereby amended as follows:

…

LAND USE	CP	A-1
MARIJUANA ESTABLISHMENT	-	PC
Medical, dental, or health offices, excluding plasma centers and medical marijuana uses	P	-
Medical Marijuana Dispensary		PC
~~Medical Marijuana Cultivation Location~~	~~-~~	~~PC~~

…

SECTION 3. The Zoning Ordinance, Section 403, Uses Permitted with Conditions, Paragraph A is hereby amended to add provisions relating to Marijuana Establishments and delete provisions related to Medical Marijuana Cultivation Locations, as follows:

Section 403 Uses Permitted with Conditions

Based upon site plan review, land uses listed in the land use matrix as "Permitted with Conditions" may be subject to additional conditions of approval if deemed necessary to protect the health, safety, and public welfare.

A. In addition to, and in no way limiting the general nature of this Section 403, medical marijuana dispensaries and ~~medical marijuana cultivation locations~~ MARIJUANA ESTABLISHMENTS are allowed in certain general industrial districts as set forth above, so long as such uses are in compliance with the requirements of Section 13 of this Zoning Ordinance.

SECTION 4. If any section, subsection, sentence, clause, phrase or portion of this Ordinance or any part of the Regulations adopted herein by reference is for any reason to be held invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

SECTION 5. The Mayor, the City Manager, the City Clerk and the City Attorney are hereby authorized and directed to execute all documents and take all steps necessary to carry out the purpose and intent of this Ordinance.

PASSED AND ADOPTED by the Council of the City of Avondale, Arizona
February 16, 2021.

_____
Kenneth N. Weise, Mayor

ATTEST:

_____
Marcella Carrillo, City Clerk

APPROVED AS TO FORM:

_____
Nicholle Harris, City Attorney