



City of Avondale

City Council Meeting

Monday, December 2, 2024

Mayor and Council

Mike Pineda, Mayor

Curtis Nielson, Vice Mayor

Tina Conde, Councilmember | Jeannette Garcia, Councilmember

Veronica Malone, Councilmember | Gloria Solorio, Councilmember

Max White, Councilmember

Administration

Ron Corbin, City Manager

Tracy Stevens, Assistant City Manager | Katie Gregory, Assistant City Manager

Dale Nannenga, Deputy City Manager | Nicholle Harris, City Attorney

Marcella Sarmiento, City Clerk

City Council Chamber

11465 West Civic Center Drive

Avondale, AZ 85323

Watch a City Council Meeting Online

Visit the link below to watch a City Council meeting live online:

<https://www.avondaleaz.new.swagit.com/views/540/>

Please note, the live stream will not be monitored by staff; therefore, anyone wishing to address the City Council shall appear in person to speak.



City Council Meeting Notice & Agenda Monday, December 2, 2024

CITY COUNCIL CHAMBER | 11465 WEST CIVIC CENTER DRIVE | AVONDALE AZ, 85323

Request to Speak: Anyone wishing to address the Council regarding items listed on the agenda or under unscheduled public appearance should submit a Request to Speak online at <http://www.avondaleaz.gov/requesttospeak> prior to consideration of that agenda item.

REGULAR MEETING

5:30 PM

Physical Access to the Council Chambers will be available 30 minutes prior to the meeting.

CALL TO ORDER BY MAYOR PLEDGE OF ALLEGIANCE & MOMENT OF REFLECTION

1. ROLL CALL BY THE CITY CLERK

2. PRESENTATION ITEMS (DISCUSSION ONLY)

a. EMPLOYEE ANNOUNCEMENTS

The City Manager will present an employee recognition and the following new employees will be presented to City Council. This item is for discussion only.

City Manager's Office

- Whitney Castro, Management Analyst

Finance and Budget Department

- Addison Dunlap, Accounting Specialist

Human Resources Department

- Angela Tolliver, Human Resources Analyst

b. RECOGNITION OF OUTGOING BOARD & COMMISSION MEMBERS

City Council will recognize the 2024 outgoing Board and Commission Members for their dedicated service to the community. This item is for discussion only.

c. CITIZEN LEADERSHIP ACADEMY

The 2024 Avondale Citizens Leadership Academy graduates will be recognized for completion of the program. This item is for discussion only.

3. UNSCHEDULED PUBLIC APPEARANCES (Time is limited per person. Please state your name.)

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 November 4, 2024 City Council meeting minutes. The Council will take appropriate action.

b. SERIES 12 (RESTAURANT) LIQUOR LICENSE - CALI TACOS

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 Yajaira Berenice Loera for the sale of alcohol at Cali Tacos, located at 10220 W McDowell Rd #100 in Avondale and authorize the City Clerk to execute the necessary documents. The Council will take appropriate action.

c. RESOLUTION 1109-1224 - AMENDMENT NUMBER 2 TO THE INTERGOVERNMENTAL AGREEMENT WITH MARICOPA COUNTY FOR AMERICAN RESCUE PLAN FUNDING

City Council will consider a request to adopt Resolution 1109-1224 approving Amendment No. 2 to an Intergovernmental Agreement (IGA) between Maricopa County and the City of Avondale relating to the American Rescue Plan Act of 2021 funding (ARPA) for the construction of affordable housing and authorize the Mayor or City Manager, City Attorney and City Clerk to execute the necessary documents. The Council will take appropriate action.

d. ORDINANCE 2034-1224 - AMENDING CITY CODE CHAPTER 2 - RELATED TO COMPOSITION OF ADMINISTRATIVE DEPARTMENTS AND OFFICES

City Council will consider a request to adopt Ordinance 2034-1224, amending Chapter 2 of the Avondale City Code related to the composition of Administrative Departments and Offices and authorize the Mayor or City Manager, City Attorney, and City Clerk to execute the necessary documents. The Council will take appropriate action.

5. SUMMARY OF CURRENT EVENTS FROM MAYOR, VICE MAYOR, AND COUNCILMEMBERS
(5 minutes)

6. ADJOURNMENT INTO EXECUTIVE SESSION

City Council will consider a request to adjourn the Regular Meeting and hold an Executive Session pursuant to Ariz. Rev. Stat. § 38-431.03 (A)(3) and (A)(4), discussion with the City Attorney or attorneys for the City for legal advice concerning pending litigation and to instruct the City Attorney and attorneys for the City on such litigation for the matter of Charles Montoya vs. City of Avondale, et al.

Councilmembers of the City of Avondale will attend either in person or by telephone or video 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 o por video. 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.b.

SUBJECT: Recognition of Outgoing Board & Commission Members

MEETING DATE: 12/2/2024

TO: Mayor and Council

FROM: Marcella Sarmiento, City Clerk

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

REVIEWED: Ron Corbin, City Manager, (623) 333-1011

STRATEGIC PLAN:

Not Applicable

PURPOSE:

City Council will recognize the 2024 outgoing Board and Commission Members for their dedicated service to the community. This item is for discussion only.

BACKGROUND:

Avondale's Boards and Commissions provide input to the Mayor, City Council, City Manager and city departments on a variety of issues affecting the city. All residents are welcome to participate in this important process. Avondale currently has 14 Boards & Commissions

DISCUSSION:

The following members have reached the end of their terms and are being recognized for having a minimum of three years of service.

- Denise Stanfield, Planning Commission
- Linda Warren, Planning Commission
- Oliver Morrison, Neighborhood and Family Services Commission

BUDGET IMPACT:

This item does not have a budget impact.

RECOMMENDATION:

This item is for discussion only.

Contact person for document distribution: n/a

ITEM NUMBER: 2.c.

SUBJECT: Citizen Leadership Academy

MEETING DATE: 12/2/2024

TO: Mayor and Council

FROM: Aneyssa Romo, Management Analyst

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

REVIEWED: Ron Corbin, City Manager, (623) 333-1011

STRATEGIC PLAN:

This agenda item supports the following Avondale Strategic Outcome Area: 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.

PURPOSE:

The 2024 Avondale Citizens Leadership Academy graduates will be recognized for completion of the program. This item is for discussion only.

BACKGROUND:

The twelve-week Citizens Leadership Academy offers a comprehensive, behind-the-scenes perspective of Avondale City government. The goal of the Citizens Leadership Academy is to acquaint residents of Avondale with the City's goals, organizational structure, and operations. Participation in the program is free and is open to individuals 18 years and older who live in Avondale.

DISCUSSION:

The Mayor, Vice Mayor, and City Council will recognize graduates of the Avondale Citizens Leadership Academy for demonstration of civic engagement through participation in the program.

BUDGET IMPACT:

This item has no budget impact.

RECOMMENDATION:

This item is for information only.

Contact person for document distribution: n/a

ITEM NUMBER: 4.a.

SUBJECT: Minutes

MEETING DATE: 12/2/2024

TO: Mayor and Council

FROM: Marcella Sarmiento, City Clerk

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

REVIEWED: Ron Corbin, City Manager, (623) 333-1011

STRATEGIC PLAN:

This agenda item supports the following Avondale Strategic Outcome Area: 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. The approval of this agenda item provides residents with access to a previous meeting's minutes. The meeting minutes provide another outlet for residents to connect with the City Council.

PURPOSE:

City Council will consider a request to approve the November 4, 2024 City Council meeting minutes. The Council will take appropriate action.

BACKGROUND:

Pursuant to Arizona Revised Statute § 38-431.01(B), the City must provide written minutes of all City Council meetings.

DISCUSSION:

City Council held a meeting and the attached minutes have been prepared for approval.

BUDGET IMPACT:

This item has no budget impact.

RECOMMENDATION:

Staff recommends City Council approve the November 4, 2024 City Council meeting minutes.

Contact person for document distribution: Chris Pierson

MINUTES OF THE AVONDALE CITY COUNCIL
CITY OF AVONDALE, ARIZONA
CITY COUNCIL CHAMBER
November 04, 2024

A **Regular Meeting** of the City Council of the City of Avondale, Arizona was convened at 11465 West Civic Center Drive in open and public session at 5:30 p.m.

Mayor Mike Pineda led the Pledge of Allegiance, followed by a moment of silent reflection.

Members Present: Mayor Mike Pineda; Vice Mayor Curtis Nielson; Councilmembers Tina Conde, Jeannette Garcia, Veronica Malone, Gloria Solorio, and Max White.

Members Absent: None.

Other Municipal Officials Present: Ron Corbin, City Manager; Tracy Stevens, Assistant City Manager; Katie Gregory, Assistant City Manager; Dale Nannenga, Deputy City Manager; Nicholle Harris, City Attorney; Marcella Sarmiento, City Clerk; Liz Barker Alvarez, Intergovernmental Affairs Administrator; Kirk Beaty, Public Works Director; Barbara Coppage, City Auditor; Memo Espinoza, Police Chief; Joel Evans, Facilities Director; Chris Lopez, Neighborhood and Family Services Director; Andy Mesquita, Human Resources Director; Kimberly Moon, Engineering Director; Jodie Novak, Development Services Director; Larry Rooney, Fire Chief; Jeffrey Scheetz, Chief Information Officer; Jen Stein, Interim Economic Development Services Director; Stacy Swainston, Parks and Recreation Assistant Director; and Renee Weatherless, Finance and Budget Director.

Audience: Approximately 75 members of the public were present.

1. ROLL CALL BY THE CITY CLERK

2. PRESENTATION ITEMS (DISCUSSION ONLY)

a. NEW EMPLOYEE INTRODUCTIONS

The following employees were presented to City Council. This item was for discussion only.

Economic Development

- Jennifer Stein, Economic Development Director

Public Works

- Bernadette Gortarez, Administrative Specialist
- Jarod Carrol, Senior Water Reclamation Operator

b. CITIZEN POLICE ACADEMY

City Council recognized the participants of the 2024 Citizen Police Academy. This item was for discussion only.

c. PROCLAMATION – PHOENIX RACEWAY & NASCAR CHAMPIONSHIP WEEKEND

City Council presented a proclamation celebrating the 60th anniversary of Phoenix Raceway; acknowledging the contributions of Phoenix Raceway/NASCAR to Avondale and the region; and proclaiming Nov. 8-10 as NASCAR Championship Weekend in Avondale. This item was for discussion only.

3. UNSCHEDULED PUBLIC APPEARANCES

None.

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. Councilmembers may pull items from consent if they would like them considered separately.

Mayor Pineda asked if any Councilmember wished to have an item removed from the Consent Agenda. Having no requests from Council, motion was made by Councilmember Conde, seconded by Councilmember Malone, to approve the Consent Agenda.

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

Councilmember Conde	Aye
Councilmember Garcia	Aye
Councilmember Malone	Aye
Councilmember Solorio	Aye
Councilmember White	Aye
Vice Mayor Nielson	Aye
Mayor Pineda	Aye

a. MINUTES

City Council approved the October 14, 2024 City Council meeting minutes.

b. RESOLUTION 1104-1124 - INTERGOVERNMENTAL AGREEMENT - CITY OF GLENDALE, CITY OF PEORIA, CITY OF SURPRISE, CITY OF AVONDALE AND MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT FOR THE GLENDALE REGIONAL PUBLIC SAFETY TRAINING CENTER

City Council adopt Resolution 1104-1124, authorizing an Intergovernmental Agreement amongst the City of Glendale, the City of Peoria, the City of Surprise, the City of Avondale, and the Maricopa County Community College District relating to managing and operating the regional public safety training facility known as the Glendale Regional Public Safety Training Center (GRPSTC) and authorize the Mayor or City Manager, City Attorney and City Clerk to execute the necessary documents.

c. FINAL PLAT

City Council (a) approved Application PL-24-0047, a request by Nick Maxwell, PE, with Maxwell Engineering on behalf of Morgan Fabrizio with Overland Development Corporation, for approval of a replat of the Final Plat for Avondale Commons located generally north of McDowell Road and west of Avondale Boulevard; and (b) authorized the Mayor or City Manager, City Attorney and City Clerk to execute the necessary documents.

5. SUMMARY OF CURRENT EVENTS FROM MAYOR, VICE MAYOR, AND COUNCILMEMBERS

Councilmember Solorio stated she is attending the National League of Cities conference in Tampa with Councilmembers White and Malone.

Councilmember White expressed her gratitude to the City for allowing her to attend the Mpack Transit and Community Conference in Philadelphia, where she represented Valley Metro RPTA. She attended the "Party at the Polls" event hosted by Delta Sigma Theta Sorority, Inc. She noted the City of Avondale is one of the safest locations to cast their votes and thanked staff and City Council for allowing this service to the community.

Mayor Pineda took a moment to thank staff for their dedication and hard work during the Dia De Los Muertos event, especially given the challenging weather conditions. He recalled a conversation with a resident who had written several books about the history of the cemetery. He also encouraged others to explore and learn more about the history behind the cemetery.

6. ADJOURNMENT

There being no further business before the Council, Councilmember White moved to adjourn the Regular Meeting; Councilmember Malone seconded the motion.

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

Councilmember Conde	Aye
Councilmember Garcia	Aye
Councilmember Malone	Aye
Councilmember Solorio	Aye
Councilmember White	Aye
Vice Mayor Nielson	Aye
Mayor Pineda	Aye

The meeting was adjourned at 6:15 p.m.

Mike Pineda, Mayor

CERTIFICATION AND ATTESTATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Council of the City of Avondale held on the 4th day of November 2024. I further certify that the meeting was duly called and held, and that the quorum was present.

Marcella Sarmiento, City Clerk

Date Approved by City Council

ITEM NUMBER: 4.b.

SUBJECT: Series 12 (Restaurant) Liquor License - Cali Tacos

MEETING DATE: 12/2/2024

TO: Mayor and Council

FROM: Marcella Sarmiento, City Clerk

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

REVIEWED: Ron Corbin, City Manager, (623) 333-1011

STRATEGIC PLAN:

This agenda item supports the following Avondale Strategic Outcome Area:

- 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.

The approval of this agenda item will promote Avondale community's social connectivity by providing a new social environment for family and friends. This item will increase visitor traffic to Avondale's local businesses.

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 Yajaira Berenice Loera for the sale of alcohol at Cali Tacos, located at 10220 W McDowell Rd #100 in Avondale and authorize the City Clerk to execute the necessary documents. The Council will take appropriate action.

BACKGROUND:

Cali Tacos is an establishment that is located at 10220 W McDowell Rd #100 Avondale, AZ 85392. 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.

DISCUSSION:

As required by state law and city ordinance, the application was posted for the required period of time. The Police, Fire & Medical, Development Services and Finance Departments have reviewed the application and are recommending approval. Their comments are attached.

BUDGET IMPACT:

The liquor license application fee of \$250 has been paid.

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 Yajaira Berenice Loera for the sale of alcohol at Cali Tacos, located at 10220 W McDowell Rd #100 in Avondale.

Contact person for document distribution: Maria James

State of Arizona
Department of Liquor Licenses and Control

Created 10/09/2024 @ 10:12:32 AM

Local Governing Body Report

LICENSE

Number:		Type:	012 RESTAURANT
Name:	CALI TACOS		
State:	Pending		
Issue Date:		Expiration Date:	
Original Issue Date:			
Location:	10220 W MCDOWELL ROAD #100 AVONDALE, AZ 85392 USA		
Mailing Address:	[REDACTED]		
Phone:	[REDACTED]		
Alt. Phone:	[REDACTED]		
Email:	[REDACTED]		

AGENT

Name:	YAJAIRA BERENICE LOERA
Gender:	Female
Correspondence Address:	[REDACTED] USA
Phone:	[REDACTED]
Alt. Phone:	[REDACTED]
Email:	[REDACTED]

OWNER

Name:	DANZEE LLC
Contact Name:	YAJAIRA BERENICE LOERA
Type:	LIMITED LIABILITY COMPANY
AZ CC File Number:	[REDACTED] State of Incorporation: AZ
Incorporation Date:	04/01/2024
Correspondence Address:	[REDACTED]
Phone:	[REDACTED]
Alt. Phone:	[REDACTED]
Email:	[REDACTED]

Officers / Stockholders

60th Day 12-7-24
105th Day 1-21-25

Name:
YAJAIRA BERENICE LOERA
JOSE MARIO LOERA

Title:
Member
Member

% Interest:
50.00
50.00

DANZEE LLC - Member

Name: YAJAIRA BERENICE LOERA

Gender: Female

Correspondence Address:

[REDACTED]

USA

Phone:

Alt. Phone:

Email:

[REDACTED]

DANZEE LLC - Member

Name: JOSE MARIO LOERA

Gender: Male

Correspondence Address:

[REDACTED]

USA

Phone:

Alt. Phone:

Email:

[REDACTED]

APPLICATION INFORMATION

Application Number: 309660
Application Type: New Application
Created Date: 09/12/2024

QUESTIONS & ANSWERS

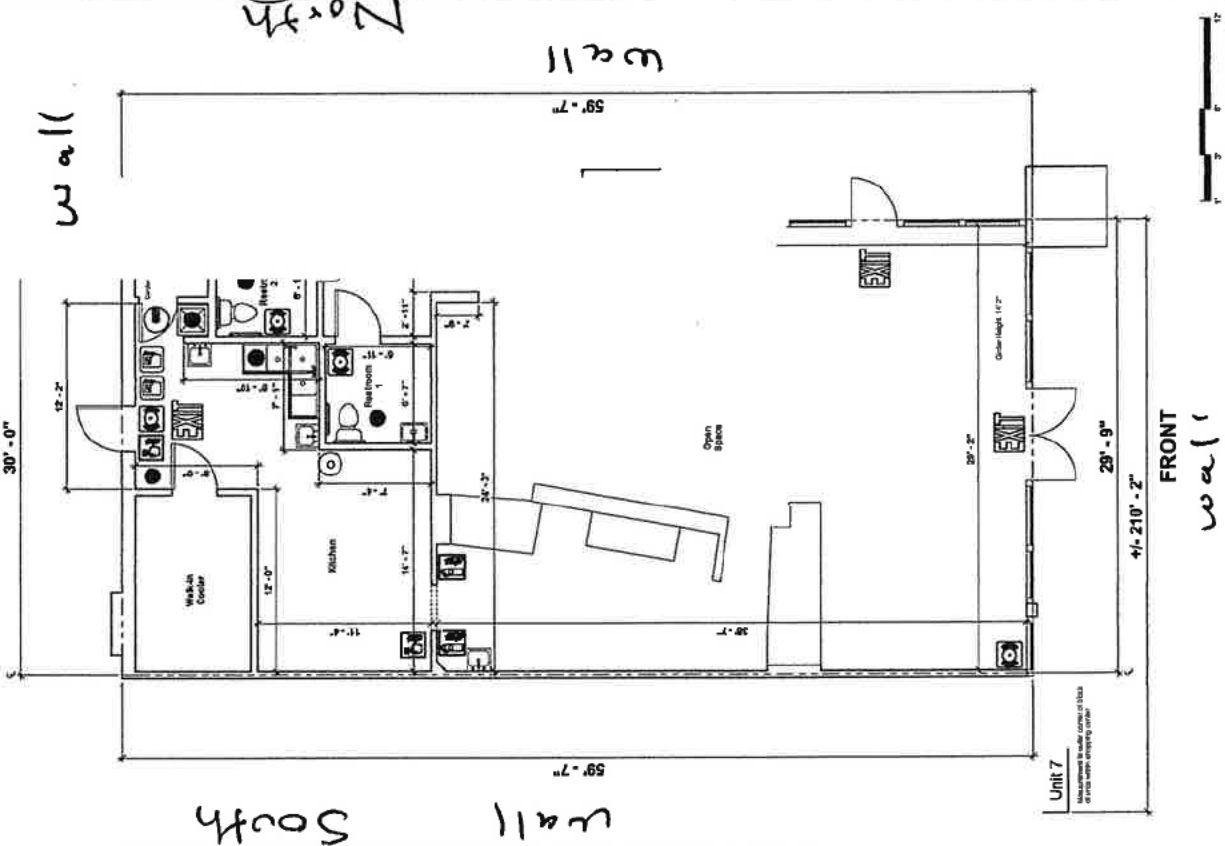
012 Restaurant

- 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?
No
- 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
- 6) Are there walk-up or drive-through windows on the premises?
No
- 7) Does the establishment have a patio?
No
- 8) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
No
- 9) What type of business will this license be used for?
RESTAURANT

Restaurant Application Series 12
Danze= LLC (dba Cali Tacos)
10220 W McDowell Rd Ste 100 Avondale AZ 85392

Dimensions

West



Unit #001
Ground Floor
1,780 SF

Width
30' - 0"

Depth
59' - 7"

Revisions

Revisions

Unit # 001

Prepared 02/27/2024

Floor Plan

Space Conditions Report

Plants Produced by:
ID PLANS

4300 West Campus Street, Suite 100
Indianapolis, IN 46204
Phone: (317) 551-2545
idplans.com

KITE REALTY GROUP
KITE REALTY GROUP
300 S. Main Street
Indianapolis, IN 46204

Gateway Pavilions

ID PLANS

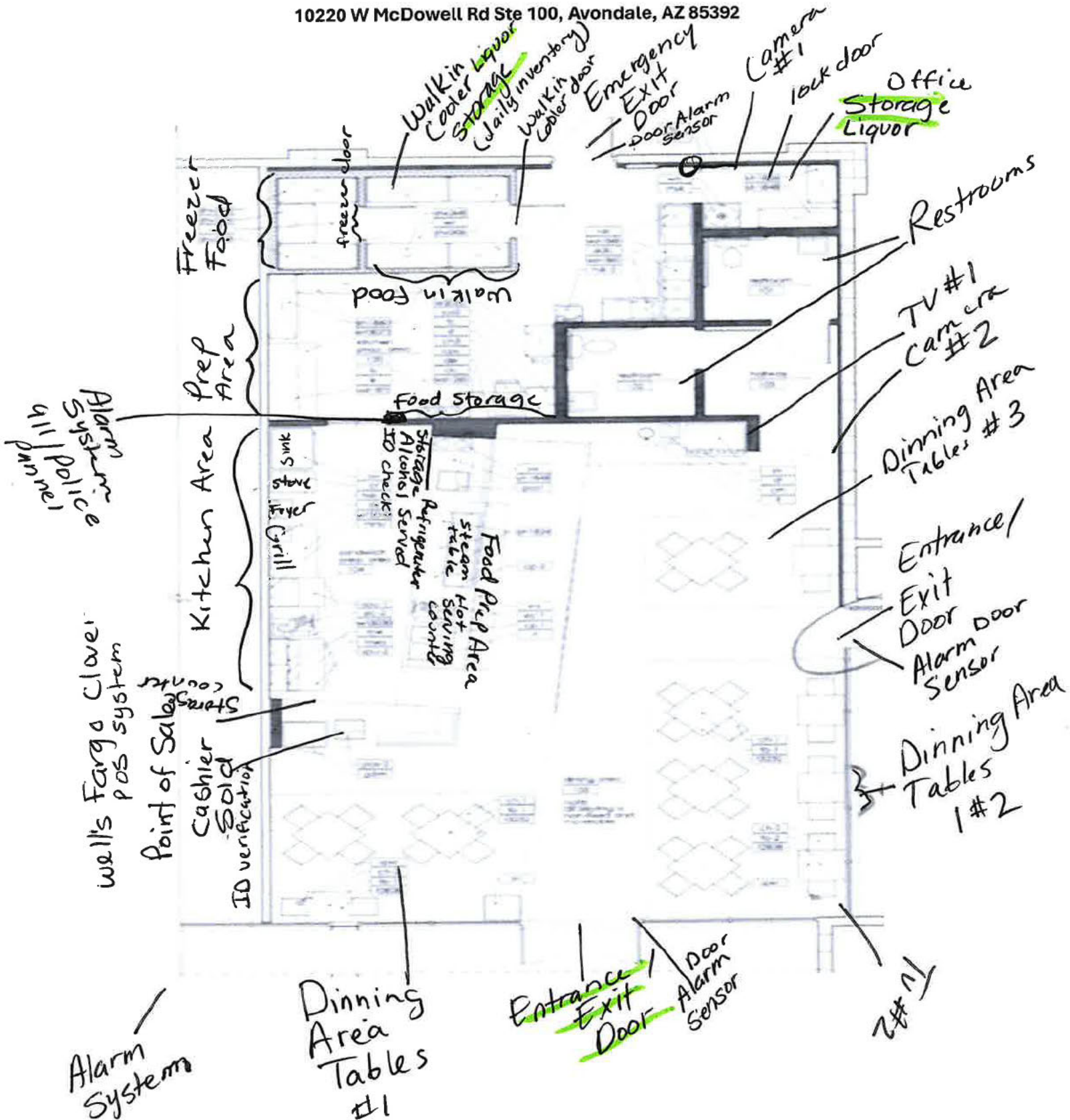
100% Satisfaction Guarantee. We will replace any drawing that is not 100% satisfactory. We will not be responsible for any delays or errors caused by the client. We will not be responsible for any delays or errors caused by the client. We will not be responsible for any delays or errors caused by the client.

Existing Conditions Summary

The content of this document is to verify rough locations of dentistry and interior walls as well as the current locations of utilities within the premises. This document does not confirm exact locations of said items above, it is incumbent upon the Tenant and/or Tenant's agent to verify the existing conditions and their code compliance in a field prior to the completion of their design documents. Landlord and its agents are not responsible for any costs or delays Tenant may incur due to any non-compliance of required field verification.

DANZEE LLC (dba Cali Tacos)

10220 W McDowell Rd Ste 100, Avondale, AZ 85392





RESTAURANT/HOTEL/MOTEL OPERATION PLAN

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

Type or Print with **Black Ink**

1. Name of restaurant (Please print): Cali Tacos

2. Must indicate the equipment below by Make, Model, and Capacity:

LIST ONLY THE FOLLOWING - NO ATTACHMENTS

Grill	Griddle Dunkers Appliances, USA Ltd 15 (h) 24w 34(d)
Oven	Range 36" 6 open Burner Dunkers Appliances DCK36-6B 56 (h) x 36 (w) x 31 (d)
Freezer	Kolpak space saver walk in 396 cu ft capacity Kolpak cooler walk in 4' x 8'
Refrigerator	Back Bar Cabinet - True Mfg. General Food Service TBB24-48-26-21-BST-B-1 34.25 (h) x 48.12 (w) x 24.88 (d)
Sink	Kitchen Hand Sink steel ton 12x16"
Dish Washing Facilities	John Boos 4-compartment 111w x 29-1/2 D x 44" H
Food Preparation Counter (Dimensions)	Atosa USA, Cook Rite steam table 33.5 (h) x 58 (w) x 29 (d)
Other	Floor Fryer Royal Range of California RFT-50 42 (h) x 15 (w) Hot Food Serving counter - Atosa USA Cook Rite 30 (d) NO. CSTEA-2C 33.5 (h) x 30 (w) x 29.5 (d)

3. Attach a copy of your FULL menu with pricing **INCLUDING NON-ALCOHOLIC BEVERAGES**

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

(Do not include kitchen, bar, hi-top tables, or game area.) 75 %

5. 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?) _____ %

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

a) Restaurant dining area of your premises: [58]

(DO NOT INCLUDE PATIO SEATING)

b) Bar area [+ 0]

TOTAL [= 58]

7. What type of dinnerware is primarily used in your restaurant? ☐ Reusable ☒ Disposable ☐ Both

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.)

2-TV'S

9. Do you have live entertainment or dancing? ☐ YES ☒ No

If yes, what type and how often (example: DJ-2 x a week, Karaoke-2 x a month, Live Band-1 x a month, etc.)

10. List number of employees for each position:

Position	How many
Cooks	4
Bartenders	0
Hostesses	0
Managers	1
Servers	0
Other (<i>Cashier</i>)	4
Other ()	
Other ()	

I, (Print Full Name) [REDACTED], hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Applicant Signature: [REDACTED]



RECORDS REQUIRED FOR AUDIT RESTAURANT/HOTEL/MOTEL

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

Type or Print with Black Ink

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. Name of restaurant (Please print): Cali Tacos
2. All invoices and receipts for the purchase of food and spirituous liquor for the licensed premises.
3. A list of **all** food and liquor vendors
4. The restaurant menu used during the audit period
5. A price list for alcoholic beverages during the audit period
6. Mark-up figures on food and alcoholic products during the audit period
7. A recent, **accurate** inventory of food and liquor (taken within two weeks of the Audit Interview Appointment)
8. Monthly Inventory Figures - beginning and ending figures for food and liquor
9. Chart of accounts (copy)
10. Financial Statements-Income Statements-Balance Sheets

11. 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

12. 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

13. **Payroll Records**

24 SEP 12 PM 2:01 AZD LLC

- 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

14. **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 under any other license that has been issued for the premises pursuant to this article.

I, (Print Full Name) _____ hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Applicant Signature: _____

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



LICENSE REVIEW FORM

Type of License	Restaurant 12		
Applicant's Name	Yajaira Berenice Loera		
Business Name	Cali Tacos		
Business Address	10220 W McDowell Rd Ste 100 Avondale AZ 85392		
Department Comments			
☐ Police Department		☐ Fire Department	
☒ Development Services		☐ Finance Department	
☒ Approved		☐ Denied	
 E-Signature		Lead Senior Planner Title	
Joshua Orton Name		Oct 17, 2024 Date	

This license is scheduled for the City Council Meeting on: December 2, 2024

Please complete form by: **November 11, 2024**



LICENSE REVIEW FORM

Type of License	Restaurant 12		
Applicant's Name	Yajaira Berenice Loera		
Business Name	Cali Tacos		
Business Address	10220 W McDowell Rd Ste 100 Avondale AZ 85392		
Department Comments			
☐ Police Department ☐ Development Services		☐ Fire Department ☒ Finance Department	
☒ Approved		☐ Denied	
<u>Finance & Budget Business License</u> Finance & Budget Business License (Oct 17, 2024 12:33 PDT)		Customer Service Representative	
E-Signature		Title	
Finance & Budget Business License		Oct 17, 2024	
Name		Date	

This license is scheduled for the City Council Meeting on: December 2, 2024

Please complete form by: **November 11, 2024**



LICENSE REVIEW FORM

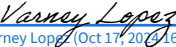
Type of License	Restaurant 12
Applicant's Name	Yajaira Berenice Loera
Business Name	Cali Tacos
Business Address	10220 W McDowell Rd Ste 100 Avondale AZ 85392
Department Comments	
☐ Police Department	☒ Fire Department
☐ Development Services	☐ Finance Department
☒ Approved	☐ Denied
<i>L. Scott Miller</i> L. Scott Miller (Oct 17, 2024 13:14 PDT) E-Signature L. Scott Miller Name	Fire Marshal Title Oct 17, 2024 Date

This license is scheduled for the City Council Meeting on: December 2, 2024

Please complete form by: **November 11, 2024**



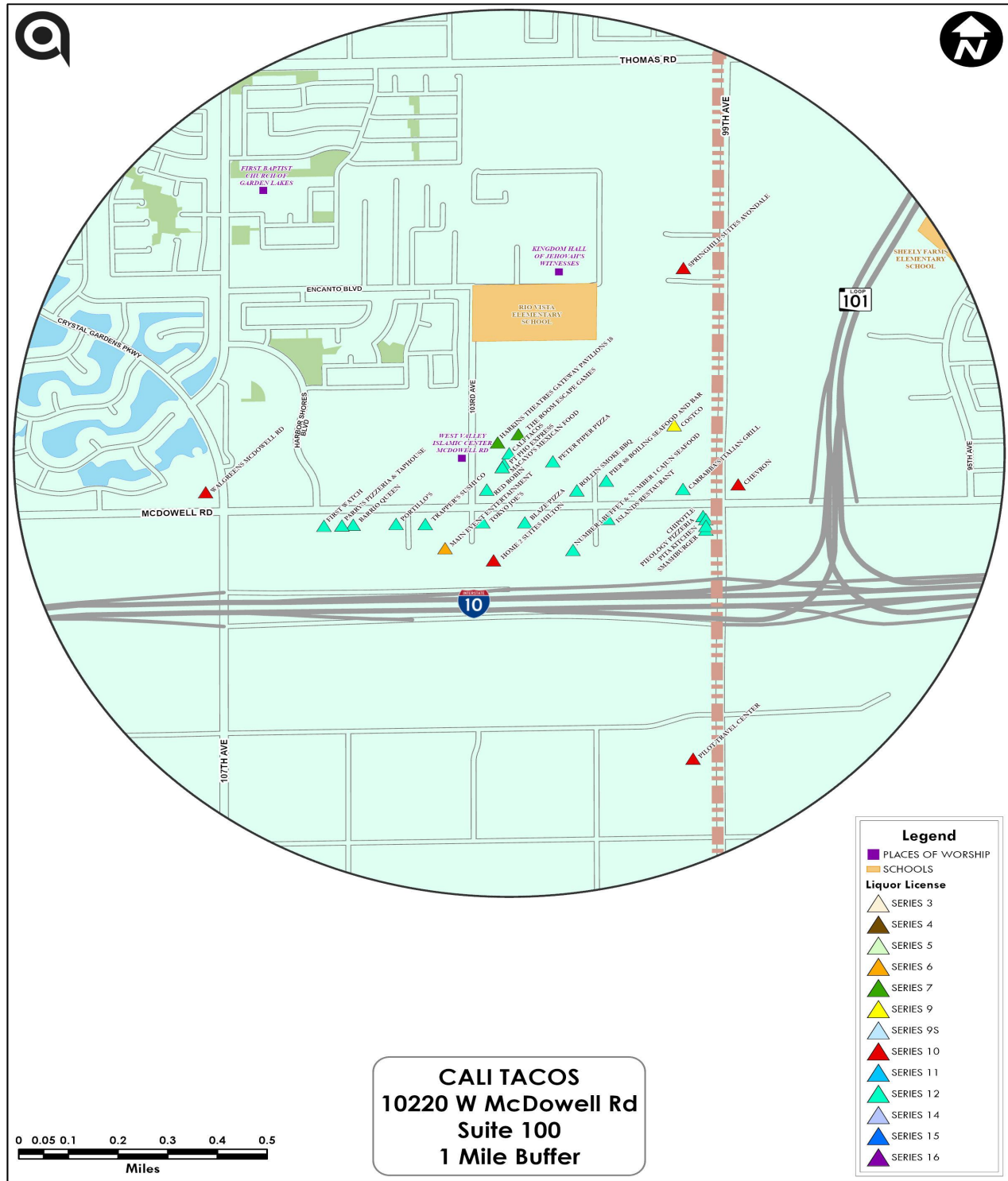
LICENSE REVIEW FORM

Type of License	Restaurant 12		
Applicant's Name	Yajaira Berenice Loera		
Business Name	Cali Tacos		
Business Address	10220 W McDowell Rd Ste 100 Avondale AZ 85392		
Department Comments			
☒ Police Department		☐ Fire Department	
☐ Development Services		☐ Finance Department	
☒ Approved		☐ Denied	
 Varney Lopez (Oct 17, 2024 16:42 PDT) E-Signature		Lieutenant Title	
Varney Lopez Name		Oct 17, 2024 Date	

This license is scheduled for the City Council Meeting on: December 2, 2024

Please complete form by: **November 11, 2024**

GIS MAP



ITEM NUMBER: 4.c.

SUBJECT: Resolution 1109-1224 - Amendment Number 2 to the Intergovernmental Agreement with Maricopa County for American Rescue Plan Funding

MEETING DATE: 12/2/2024

TO: Mayor and Council

FROM: Chris Lopez, Neighborhood and Family Services

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

REVIEWED: Ron Corbin, City Manager, (623) 333-1011

STRATEGIC PLAN:

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.

PURPOSE:

City Council will consider a request to adopt Resolution 1109-1224 approving Amendment No. 2 to an Intergovernmental Agreement (IGA) between Maricopa County and the City of Avondale relating to the American Rescue Plan Act of 2021 funding (ARPA) for the construction of affordable housing and authorize the Mayor or City Manager, City Attorney and City Clerk to execute the necessary documents. The Council will take appropriate action.

BACKGROUND:

On October 3, 2023, the City of Avondale and Maricopa County through its Human Services Department, executed an Intergovernmental Agreement (IGA) which awarded the City \$2,750,000 in American Rescue Plan Act (ARPA) of 2021 funds for Avondale's Infill Housing Program. The Infill Housing Program consists of the development of four (4) vacant city-owned lots purchased with U.S. Department of Housing and Urban Development Neighborhood Stabilization Program funds in 2014. The project will develop a total of nine (9) affordable homes to be sold to low-income homebuyers. The initial agreement term was September 13, 2023, through December 31, 2025.

The Parties entered into Amendment No.1 on October 1, 2024, to revise compensation to a cost reimbursement basis, define how developer fees are paid, and allow the City to retain program income earned from the sale of homes.

DISCUSSION:

Amendment No. 2 is requested to extend the term of the IGA through December 31, 2026, and to allow the Maricopa County Human Services Department Director and Legal Counsel to review and execute administrative changes to the agreement through Administrative Change Orders to address modifications to project timelines, budget line items, regulations, ordinances and/or policies. The allocation of American Rescue Plan Act (ARPA) funds of 2021 from Maricopa County remains unchanged at \$2,750,000.

BUDGET IMPACT:

There is no budgetary impact to the City associated with this request. All grant funds will be reimbursable directly to the City from Maricopa County.

RECOMMENDATION:

Staff recommends that City Council adopt a Resolution for Amendment No. 2 to the IGA between the City and Maricopa County for ARPA funding.

Contact person for document distribution: Chris Lopez and Regina Marette

RESOLUTION NO. 1109-1224

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AVONDALE, ARIZONA, APPROVING AMENDMENT NO. 2 TO THE INTERGOVERNMENTAL AGREEMENT WITH MARICOPA COUNTY PROVIDING THE CITY WITH AMERICAN RESCUE PLAN FUNDING FOR HOUSING DEVELOPMENT.

WHEREAS, the City of Avondale (the “City”) and Maricopa County, through its Human Services Department, entered into an intergovernmental agreement, dated on or about October 3, 2023, for the County to provide the City \$2,750,000 in American Rescue Plan Act funding for the construction of the City’s Legacy Phase III and Avondale Infill affordable housing projects (the “Agreement”);

WHEREAS, the City and County entered into Amendment No. 1 to the Agreement on or about October 1, 2024 to revise the budget for the projects;

WHEREAS, the City and County wish to enter into Amendment No. 2 to the Agreement to extend the term of the Agreement until December 31, 2026.

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. Amendment No. 2 to the Agreement between the City and County to provide the City with American Rescue Plan Act funds for the Legacy Phase III and Avondale Infill projects (the “Amendment”), is hereby approved in substantially the form and substance attached hereto as Exhibit A and incorporated herein by reference.

SECTION 3. The Mayor, the City Manager, the City Clerk and the City Attorney are hereby authorized and directed to take all steps and execute all documents necessary to carry out the purpose and intent of this Resolution.

PASSED, AND ADOPTED by the City Council of the City of Avondale, Arizona,
December 2, 2024.

Mike Pineda, Mayor

ATTEST:

Marcella Sarmiento, City Clerk

APPROVED AS TO FORM:

Nicholle Harris, City Attorney

EXHIBIT A
TO
RESOLUTION NO. 1109-1224

[Amendment No. 2]

See following pages.

**AMENDMENT NO. 2
TO THE INTERGOVERNMENTAL AGREEMENT
BETWEEN
MARICOPA COUNTY
ADMINISTERED BY ITS HUMAN SERVICES
DEPARTMENT
AND
THE CITY OF AVONDALE**

- I. The City of Avondale (“City” or “Subrecipient”) and Maricopa County (“County”) administered by its Human Services Department entered into an Agreement on or about October 3, 2023, to increase affordable housing availability in the Avondale area. The County provided the City with \$2,750,000 in ARPA funds under Assistance Listing Number 21.027 for these projects. The City shall directly or through an eligible subrecipient or developer, construct and develop affordable homes to be sold to low-income homebuyers. The Agreement term is September 13, 2023, through December 31, 2025. The County and the City may be referred to individually as “Party” or collectively as “Parties.”

The Parties entered into Amendment No.1 on or about October 1, 2024. The Amendment revised Paragraph 9.0 (Compensation), Subparagraph 9.1 in its entirety. The Amendment also revised Paragraphs 1.3 (Funding Sources), 3.4 (Program Income), and 5.0 (Budget) in Exhibit A (Legacy Avondale Infill Housing Phase III Statement of Work), and Exhibit B (Avondale Infill Housing Program Statement of Work) respectively. The County provided funds remained unchanged at \$2,750,000.

- II. The Parties now agree to modify the Agreement through this Amendment No. 2 to address the following.

- A. Revise Paragraph 3.0 (Term of Agreement), Subparagraph 3.1 by removing in its entirety and replacing with the following:

3.0 TERM OF AGREEMENT

- 3.1 The term of this Agreement is from September 13, 2023, through December 31, 2026

- B. Revise Paragraph 5.0 (Administrative Change Orders) by removing in its entirety and replacing with the following:

5.0 ADMINISTRATIVE CHANGE ORDERS

- 5.1 The Chairman of the Board of Supervisors is authorized, upon the recommendation of the Human Services Department Director and Legal Counsel, to review and execute administrative changes to the Agreement on behalf of the County through Administrative Change Orders. Administrative Change Orders will be effective upon execution by both the Parties. Administrative Change Orders shall address any of the following changes:
- 5.1.1 Modifications to the project timeline if the last day of the project timeline is within the Agreement term;
 - 5.1.2 Modifications to Budget line items if the Agreement amount remains unchanged;

- 5.1.3 Modifications required by federal, state, or County regulations, ordinances, or policies; and/or
- 5.1.4 Modifications to Administrative requirements such as changes in reporting periods, frequency of reports, or report formats required by federal, state, and local regulations, policies, or requirements.

- III. Section II above contains all the changes to the Agreement made by this Amendment No. 2. The Agreement is amended to incorporate the changes contained in this Amendment No. 2. All other terms and conditions of the Agreement remain in full force and effect as executed by the Parties. This Amendment No. 2 is subject to and incorporates the provisions of A.R.S. § 38-511.
- IV. The Parties have authorized the undersigned to execute this Amendment No. 2 on their behalf.

[Signatures contained in the following page]

IN WITNESS, the Parties have approved and signed this Amendment No. 2:

APPROVED BY:
CITY OF AVONDALE

APPROVED BY:
MARICOPA COUNTY

Mayor Date

Jack Sellers, Chairman Board of Supervisors Date

Attested To:

Attested To:

City Clerk Date

Juanita Garza Clerk of the Board Date

IN ACCORDANCE WITH A.R.S. §§ 9-240, 9-500.11, 11-952, AND 46-241, ET SEQ., THIS AMENDMENT NO. 2 HAS BEEN REVIEWED BY THE UNDERSIGNED ATTORNEY WHO HAS DETERMINED IT IS PROPER IN FORM AND WITHIN THE POWERS AND AUTHORITY GRANTED TO THE CITY OF AVONDALE UNDER THE LAWS OF THE STATE OF ARIZONA.

IN ACCORDANCE WITH A.R.S. §§ 11-201, 11-251, AND 11-952, THIS AMENDMENT NO. 2 HAS BEEN REVIEWED BY THE UNDERSIGNED ATTORNEY WHO HAS DETERMINED IT IS PROPER IN FORM AND WITHIN THE POWERS AND AUTHORITY GRANTED TO MARICOPA COUNTY UNDER THE LAWS OF THE STATE OF ARIZONA.

APPROVED AS TO FORM:

APPROVED AS TO FORM:

BY: _____
Attorney for the City Date

BY: _____
Deputy County Attorney Date

ITEM NUMBER: 4.d.

SUBJECT: Ordinance 2034-1224 - Amending City Code Chapter 2 - Related to composition of Administrative Departments and Offices

MEETING DATE: 12/2/2024

TO: Mayor and Council

FROM: Nicholle Harris, City Attorney

THROUGH: n/a

REVIEWED: Ron Corbin, City Manager, (623) 333-1011

STRATEGIC PLAN:

Innovative Program and Service Delivery - Avondale will continue to serve as a model of innovative, efficient, and responsive government.

PURPOSE:

City Council will consider a request to adopt Ordinance 2034-1224, amending Chapter 2 of the Avondale City Code related to the composition of Administrative Departments and Offices and authorize the Mayor or City Manager, City Attorney, and City Clerk to execute the necessary documents. The Council will take appropriate action.

BACKGROUND:

Section 1, Article IV of the Avondale City Charter sets the process by which the City Council provides for organization and creation of city departments and offices. The City currently has 19 departments and offices which are created and referenced in various places throughout the City Code. To update the department names, staff is requesting amendments to the City Code. These changes were reviewed and recommended by the City Attorney and City Manager's Office.

The requested ordinance includes the removal of Avondale City Code, Chapter 2 (Administration), Article 1 (In General), Section 2-1 (Fees for Copies of Documents and Ordinances and for Fingerprinting Services) in its entirety and replaces it with a new Section 2-1 (Composition of Administrative Departments and Offices). The ordinance sections with changes are included in the attachment for further detail.

DISCUSSION:

Chapter 2 (Administration) of the Avondale City Code, currently does not include a section that outlines the composition of the City's administrative branch and all of its departments and offices. The City currently has 19 departments and offices, all of which are created and located in various chapters of the Avondale City Code (the City Court is created by City Charter). Staff recommends including a section in the Code that clearly states the organization of the City's administrative branch. Staff is seeking the Council's approval of these changes as required by the Avondale City Charter, Article IV, Section 1.

The purpose of this proposal is to request the City Council's consideration for a revision to the Avondale City Code that outlines the departments that compose the administrative branch headed by the City Manager. The departments and offices are:

1. City Manager's Office;
2. City Clerk's Office;
3. Development Services Department;
4. Engineering Department;
5. Economic Development Department;
6. Facilities Department;
7. Finance and Budget Department;
8. Fire and Medical Department;
9. Human Resources Department;
10. Information Technology Department;
11. Marketing and Public Relations Department;
12. Neighborhood and Family Services Department;
13. Office of Public Safety;
14. Police Department;
15. Parks, Recreation, and Libraries Department; and
16. Public Works Department.

The changes will also clarify that the City Attorney's Office and the City Auditor's Office are a part of the administrative branch of the City but headed by the City Attorney and the City Auditor, respectively. These adjustments will clearly outline the names of the departments that compose the administrative branch.

BUDGET IMPACT:

No Budget Impact

RECOMMENDATION:

Staff recommends Council adopt an Ordinance to amend Chapter 2 of the City Code relating to the composition of the City's administrative departments and offices.

Contact person for document distribution: Nicholle Harris

ORDINANCE NO. 2034-1224

AN ORDINANCE OF THE COUNCIL OF THE CITY OF AVONDALE, ARIZONA, AMENDING THE CITY OF AVONDALE CITY CODE, CHAPTER 2, ADMINISTRATION, ARTICLE I, IN GENERAL TO ADD THE COMPOSITION OF ADMINISTRATIVE DEPARTMENTS AND OFFICES.

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

SECTION 1. The Avondale City Code, Chapter 2 (Administration), Article I (In General), Section 2-1 (Fees for Copies of Documents and Ordinances and for Fingerprinting Services) is deleted in its entirety and a new Section 2-1 (Composition of Administrative Departments and Offices) is hereby added to read as follows:

§ 2-1 Composition of Administrative Departments and Offices.

- (A) Pursuant to Article IV, Section I, of the Avondale City Charter, there shall be within the City government an administrative branch headed by the City Manager, who shall be appointed by the Council as set forth in the Charter.
- (B) The administrative branch is composed of departments to carry out administrative duties as delegated by the City Manager. The departments are:
 - (1) City Manager's Office;
 - (2) City Clerk's Office;
 - (3) Development Services Department;
 - (4) Engineering Department;
 - (5) Economic Development Department;
 - (6) Facilities Department;
 - (7) Finance and Budget Department;
 - (8) Fire and Medical Department;
 - (9) Human Resources Department;
 - (10) Information Technology Department;
 - (11) Marketing and Public Relations Department;

- (12) Neighborhood and Family Services Department;
- (13) Office of Public Safety;
- (14) Police Department;
- (15) Parks, Recreation, and Libraries Department; and
- (16) Public Works Department.

(C) The City Attorney's Office and the City Auditor's Office are a part of the administrative branch; however, they are headed and directed by the City Attorney and the City Auditor, respectively.

SECTION 2. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be 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 3. 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, December 2, 2024.

Mike Pineda, Mayor

ATTEST:

Marcella Sarmiento, City Clerk

APPROVED AS TO FORM:

Nicholle Harris, City Attorney