



Council Subcommittee on Boards, Commissions, and Committees
Avondale Civic Center, 11465 West Civic Center Drive, Mesquite Conference Room
Wednesday, December 19, 2018 at 6:00 P.M.

REGULAR MEETING AGENDA

Summary of Actions

CALL TO ORDER
ROLL CALL

NEW BUSINESS

- 1. Approval of Minutes - Approved the April 11, 2018 Meeting Minutes. The March 27th and June 6th Meeting Minutes were not voted on at the request of staff.**

The Council Subcommittee on Boards, Commissions, and Committees will consider the approval of the March 27, 2018, April 11, 2018, and June 6, 2018 Meeting Minutes.

- 2. Board, Commission and Committee Applications for Appointment - Recommendations Made**

The Council Subcommittee on Boards, Commissions, and Committees will recommend appointment, reappointment, schedule interviews, or continue recruitment for various City Boards, Commissions, and Committees including, but not limited to:

Scheduled Boards:

- a. Board of Adjustment
- b. Energy Environment and Natural Resources Commission
- c. Municipal Art Committee
- d. Neighborhood and Family Services Commission
- e. Parks, Recreation and Libraries Advisory Board
- f. Planning Commission

Unscheduled Boards:

- g. Industrial Development Authority
- h. Municipal Development Corporation
- i. Risk Management Trust Fund Board
- j. Capital Improvement Plan Citizens Committee



3. Appointment of Chair and Vice Chair of the Planning Commission and the Board of Adjustment - Recommendations Made

The Council Subcommittee on Boards, Commissions, and Committees will recommend the selection of the Chair and Vice Chair of: (a) the Planning Commission; and (b) the Board of Adjustment.

4. 2019 Subcommittee Meeting Schedule - Calendar Reviewed

This item is for discussion only. No action is required.

5. Adjournment

Council Members of the City of Avondale will attend either in person or by telephone conference call.

Los miembros del Concejo de la Ciudad de Avondale participaran ya sea en persona o por medio de llamada telefonica.

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.

Personas con necesidades especiales de accesibilidad, incluyendo personas con impedimentos de vista u oído, o con necesidad de impresión grande o intérprete, deben comunicarse con la Secretaria de la Ciudad at 623-333-1200 o TDD 623-333-0010 cuando menos dos días hábiles antes de la junta del Concejo.

**MINUTES OF THE AVONDALE COUNCIL SUBCOMMITTEE ON
BOARDS, COMMISSIONS, AND COMMITTEES
CITY OF AVONDALE, ARIZONA
MESQUITE CONFERENCE ROOM
December 19, 2018**

A **Regular Meeting** of the Council Subcommittee on Boards, Commissions, and Committees of the City of Avondale, Arizona was convened at 11465 West Civic Center Drive in open and public session at 6:04 p.m.

Members Present: Subcommittee Members Pat Dennis (Chair) and Mike Pineda.

Members Absent: Subcommittee Member Kilgore.

Other Municipal Officials Present: Marcella Carrillo, City Clerk and Charity Callahan, City Clerk Specialist.

New Business

1. Approval of Minutes

Marcella Carrillo, City Clerk, provided an update regarding the March 27 and June 6 meeting minutes. Ms. Carrillo explained the minutes are currently misplaced due to change in staff and advised the Subcommittee Members that an update regarding the two sets of missing minutes will be presented at a future meeting.

Motion was made by Subcommittee Member Pineda, seconded by Chair Dennis, to approve the April 11, 2018 Subcommittee Meeting minutes. Upon vote, the motion carried unanimously 2 to 0.

2. Board, Commission, and Committee Applications for Appointment

Motion was made by Subcommittee Member Pineda and seconded by Chair Dennis, to recommend the following Board, Commission, and Committee appointments to City Council. Upon vote, the motion carried unanimously 2 to 0.

Scheduled Boards:

a. Board of Adjustment

Appoint Carolyn Jones as a Regular Member for a term to expire on December 31, 2021 and Barry Upshaw as a Regular Member for a term to expire on December 31, 2021.

b. Energy Environment and Natural Resources Commission

Subcommittee Meeting Minutes

Page 2 of 3

December 19, 2018

Appoint Litzzy Hernandez as a Youth Member for a term to expire on July 31, 2019, Carolyn Jones as a Regular Member for a term to expire on December 31, 2019, Paul Lemmon as a Regular Member for a term to expire on December 31, 2021, Barry Upshaw as Alternate Member #1 for a term to expire on December 31, 2021, Elizabeth Valencia as a Regular Member for a term to expire on December 31, 2021 and Maureen Wilson as Alternate Member #2 for a term to expire on December 31, 2020.

Chair Dennis noted that, in the future, the current Youth Member of the Energy Environment and Natural Resources Commission shall be tasked with finding future their replacement to fill the Youth Member position.

c. Municipal Art Committee

Appoint Stephanie Robinson as a Regular Member for a term to expire on December 31, 2021, James (Jim) Painter as a Regular Member for a term to expire on December 31, 2019 and Janice (Jan) Graham as a Regular Member for a term to expire on December 31, 2020.

d. Neighborhood and Family Services Commission

Appoint Oliver Morrison as a Regular Member for a term to expire on December 31, 2021, Lisa Osborne as a Regular Member for a term to expire on December 31, 2021, Wendy Dorne as a Regular Member for a term to expire on December 31, 2021, Jeffrey Rich as a Regular Member for a term to expire on December 31, 2021, Maureen Wilson as Alternate Member #1 for a term to expire on December 31, 2020, and Michelle McMullen as Alternate Member #2 for a term to expire on December 31, 2020.

e. Parks, Recreation and Libraries Advisory Board

Appoint Lynn Cheatham as a Regular Member for a term to expire on December 31, 2021, Katherine Hall as a Regular Member for a term to expire on December 31, 2021, Glen Hein as a Regular Member for a term to expire on December 31, 2021, Michelle Molina as a Regular Member for a term to expire on December 31, 2021, and Arrajanee Rivera as an Alternate Member for a term to expire on December 31, 2019.

f. Planning Commission

Appoint Denise Stanfield as a Regular Member for a term to expire on December 31, 2021, David Iwanski as a Regular Member for a term to expire on December 31, 2021, Linda Warren as a Regular Member for a term to expire on December 31, 2021 and Maribel Guerra as an Alternate Member for a term to expire on December 31, 2020.

Unscheduled Boards:

g. Industrial Development Authority

No appointment recommendations were made to the Industrial Development Authority. Marcella Carrillo, City Clerk, explained that the Finance department wished to research the future needs of the Industrial Development Authority and requested no recommendations be made at this time.

h. Municipal Development Corporation

No appointment recommendations were made to the Municipal Development Corporation. Marcella Carrillo, City Clerk, explained that the Finance department wished to research the future needs of the Municipal Development Corporation and requested no recommendations be made at this time.

i. Risk Management Trust Fund Board

Appoint Linda Warren as a Regular Member for a term to expire on December 31, 2019 and Maribel Guerro as a Regular Member for a term to expire on December 31, 2021.

j. Capital Improvement Plan Citizens Committee

Appoint Barry Upshaw as an At-Large Member for a term to expire on December 31, 2021 and Maureen Wilson as an At-Large Member for a term to expire on December 31, 2019.

Chair Dennis advised staff that current Committee Member, Jim McDonald, is no longer a City of Avondale resident and therefore, no longer qualifies as a Regular Member of the Capital Improvement Plan Citizens Committee. Marcella Carrillo, City Clerk, stated she would consider removing Mr. McDonald from the board and begin to the process to fill the vacancy.

3. Appointment of Chair and Vice Chair of the Planning Commission and Board of Adjustment

Motion was made by Chair Dennis, seconded by Subcommittee Member Pineda, to recommend the following appointments to City Council:

- a. Russell Van Leuven as Chair and Lisa Amos as Vice Chair of the Planning Commission; and
- b. Melissa Valdez as Chair and Oscar De Alba as Vice Chair of the Board of Adjustment.

Upon vote, the motion carried unanimously 2 to 0.

Subcommittee Meeting Minutes

Page 4 of 3

December 19, 2018

4. 2019 Subcommittee Meeting Schedule

Motion was made by Chair Dennis, seconded by Subcommittee Member Pineda, to approve the 2019 Subcommittee Meeting schedule. Upon vote, the motion carried unanimously 2 to 0.

ADJOURNMENT:

Being no further business to come before the Subcommittee, the meeting was duly adjourned at 6:34 p.m.

Chair Pat Dennis, Subcommittee Member

Marcella Carrillo
City Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Council Subcommittee on Boards, Commissions, and Committees of the City of Avondale held on the 19th day of December, 2018. I further certify that the meeting was duly called and held and that the quorum was present.

Marcella Carrillo
City Clerk