

**MINUTES OF THE REGULAR MEETING
OF THE HONORABLE MAYOR AND COUNCIL
OF THE CITY OF CASA GRANDE
HELD IN THE COUNCIL CHAMBERS
510 E. FLORENCE BOULEVARD, CASA GRANDE, AZ 85122
MONDAY, MARCH 2, 2015**

- A. Call to Order:** Mayor Jackson called the meeting to order at 7:00 p.m.
- Invocation:** Rev. Stephen Jackson, Assembly of God Church, delivered the invocation.
- Pledge of Allegiance:** Mayor Pro Tempore Kortsen led the Pledge of Allegiance to the Flag.
- B. Roll Call:**

The following Council Members were present:

Ralph Varela	Council Member
Lisa Fitzgibbons	Council Member
Matt Herman	Council Member
Karl Montoya	Council Member
Dick Powell	Council Member
Mary Kortsen	Mayor Pro Tempore
Robert Jackson	Mayor

Also Present:

James Thompson	City Manager
Larry Rains	Deputy City Manager
Brett Wallace	City Attorney
Remilie S. Miller	City Clerk
William Schwind	Community Services Director
Doug Sandstrom	Finance Director
Chris Vasquez	Interim Police Administrative Director
Dawn Jett	Human Resources Director
Kevin Louis	Public Works Director
Terry McKeon	Deputy Public Works Director
Scott Miller	Fire Chief
Richard Wilkie	Economic Development/Airport Manager

C. Minutes:

Council Member Powell moved to approve the following minutes:

City Council Regular	February 17, 2015
Historic Preservation Commission	November 24, 2014
Casa Grande Youth Commission	January 10, 2014

Council Member Fitzgibbons seconded the motion and was carried with a 7-0 voice vote.

D. Claims:

D.1 Claims Dated February 19, 2015

Council Member Varela moved to approve and pay the reported claims dated February 19, 2015. Council Member Herman seconded the motion and was carried with a 7-0 voice vote.

D.2 Claims Dated February 26, 2015

Council Member Fitzgibbons moved to approve and pay the reported claims dated February 26, 2015. Council Member Montoya seconded the motion and was carried with a 7-0 voice vote.

E. Meeting Agenda Approval:

Council Member Montoya moved to approve the meeting agenda. Council Member Herman seconded the motion and was carried unanimously.

F. Special Presentation: _____ None

G. Consent Agenda:

Mayor Jackson announced consideration of the Consent Agenda and explained that all items listed preceded by an asterisk (*) would be acted upon by a single roll call vote of the Council, unless some member of the Council or member of the public asked that specific items be removed from the Consent Agenda, discussed and voted upon separately.

**G.2 *Consider a Liquor License Series #7 (07110004)
Person Transfer and Location Transfer to Diann D. Prechel,
dba, A Latte Vino, Located at 958 E. Rodeo Road, Suite # 1**

City Clerk Miller recommended in her Request for Council Action form that Mayor and Council instruct the City Clerk to forward a recommendation to the Arizona Department of Liquor Licenses & Control Board to approve a Liquor License Series #7 (07110004) Person Transfer and Location Transfer to Diann Denise Prechel, dba, A Latte Vino, located at 958 E. Rodeo Road, Suite #1, Casa Grande, AZ 85122.

City Clerk Miller reported that the application under consideration is for a Liquor License Person Transfer and Location Transfer, Series #7 (07110004). The applicant is Diann D. Prechel, dba, A Latte Vino, located at 958 E. Rodeo Road, Suite #1, Casa Grande, AZ 85122. The type of license is for a Series #7, which is an on-sale retailer's license to sell beer and wine primarily by individual portions and in the original containers. As required by law, the Notice to the Public and a copy of the application were appropriately posted for 20 days. The twenty (20) days expired on February 15, 2015. The City Clerk's Office has not received any comments opposing or supporting the application.

The Police Department has submitted favorable recommendations to approve the application.

The Planning and Development Director recommended approval subject obtaining approval of an amended major site plan (DSA-07-01304) to reflect the new outdoor patio.

The State Liquor License Application fee is \$200.00 and the City's Annual Business Transaction License fee \$70.00.

By a 7-0 roll call vote under the Consent Agenda, Council authorized the City Clerk to forward a favorable recommendation to the Arizona Department of Liquor Licenses & Control Board for issuance of a Liquor License Series #7 (07110004) Person Transfer and Location Transfer to Diann D. Prechel, dba, A Latte Vino, located at 958 E. Rodeo Road, Suite #1, Casa Grande, Arizona.

**G.3 Consider a Liquor License Series #6 (06110035)
Person Transfer and Location Transfer to Robert R. Delsi,
dba, Old Town Ale House, Located at 412 N. Florence Street**

City Clerk Miller recommended in her Request for Council Action form that Mayor and Council instruct the City Clerk to forward a recommendation to the Arizona Department of Liquor Licenses & Control Board to approve a Liquor License Application Series #6 (06110035), Person Transfer and Location Transfer to Robert R. Delsi, dba, Old Town Ale House, located at 412 N. Florence Street, Casa Grande, Arizona, 85122.

City Clerk Miller reported that the application under consideration is for a Liquor License Person Transfer and Location Transfer, Series #6 (06110035). The applicant is Robert R. Delsi, dba, Old Town Ale House, located at 412 N. Florence Street, Casa Grande, AZ 85122. The type of license is for a Series #6 (Bar License), allows a bar retailer to sell and serve spirituous liquors, primarily by individual portions, to be consumed on the premises and in the original container for consumption on or off the premises. As required by law, the Notice to the Public and a copy of the application were appropriately posted for 20 days. The twenty (20) days expired on February 19, 2015. The City Clerk's Office did not receive any comments opposing or supporting the application.

The Police Department has submitted favorable recommendation to approve the application.

The Planning and Development Director recommended approval subject to:

1. Obtaining a Building Permit for any interior remodeling.
2. Obtaining Planning approval of a parking plan.
3. Obtaining a Certificate of Occupancy prior to opening.

The State Liquor License Application fee is \$200.00 and the City Annual Business Transaction License fee is \$70.00.

Council Member Herman recognized Roy and Danielle Delsi, business owners of Old Town Ale House that are in attendance, they are local residents that will start their own business in the downtown area.

**G.5 *Consider the Application for Temporary Extension of
Premises/Patio Permit of Daniel M. Keeling, dba Cotton Bowl Lanes**

City Clerk Miller recommended in her Request for Council Action form that Mayor and Council instruct the City Clerk to forward a recommendation to the State of Arizona Board of Liquor Licenses & Control for approval of the application for Temporary Extension of Premises/Patio Permit, as requested by Daniel M. Keeling, dba Cotton Bowl Lanes located at 1740 N. Pinal Avenue, Casa Grande, AZ 85122.

The application is for a Temporary Extension of Premises/Patio Permit. The applicant is Daniel M. Keeling, dba Cotton Bowl Lanes located at 1740 N. Pinal Avenue, Casa Grande, AZ 85122. Mr. Keeling would like to extend the serving area to accommodate the following:

<u>Event</u>	<u>Date</u>	<u>Time</u>
Bike Show, Horseshoe Tournament and St. Patrick’s Day Party	March 13 thru 15, 2015	10:00 a.m. to 2:00 a.m.
Bar & Restaurant Wars Competition and Horseshoe Tournament	April 10 thru 12, 2015	10:00 a.m. to 2:00 a.m.

Cotton Bowl Lanes has been a licensed location since 2005, currently operating with State Liquor License #06110072. The Series #6 (Bar License), allows a Bar Retailer to sell and serve spirituous liquors, primarily by individual portions, to be consumed on the premises and in the original container for consumption on or off the premises.

The State of Arizona Board of Liquor Licenses and Control requires that the applicant for an extension of premises/patio permit submit their application to the City Council for their recommendation.

The Planning & Development and Police Departments have reviewed the application, and have no objection to the extension of premises.

This permit will be a part of their annual business license fee.

By a 7-0 roll call vote under the Consent Agenda, Council authorized the City Clerk to forward a favorable recommendation to the Arizona Department of Liquor Licenses & Control Board for Temporary Extension of Premises/Patio Permit to Daniel M. Keeling, dba Cotton Bowl Lanes located at 1740 N. Pinal Avenue, Casa Grande, Arizona from 10:00 a.m. to 2:00 a.m. to accommodate Bike Show, Horseshoe Tournament and St. Patrick’s Day Party on March 13 through 15, 2015; and to accommodate Bar & Restaurant Wars Competition & Horseshoe Tournament on April 10 through 12, 2015.

G.6

***Resolution No. 4903**

Accepting Grant Funds from the Arizona Department of Homeland Security for the 2014 Homeland Security Grant Program Operation Stonegarden to Purchase Equipment and Fund Overtime Pay for Sworn Personnel

Interim Police Administrative Director Vasquez recommended in his Request for Council Action form that Mayor and Council to accept grant funds from the Arizona Department of Homeland Security (AZDOHS) that were received from the Operation Stonegarden Program in the amount of \$122,626.00

Each year, the Department receives various assistance of funding for equipment and overtime from the Arizona Department of Homeland Security. This year, the Police Department has been awarded \$122,626.00. The funds will be used for overtime, employee related expenses and vehicle mileage reimbursement for officers to continue coordinated Operation Stonegarden details.

No matching funds are required. Upon approval necessary transfers will occur within the grants fund (fund 220) to establish required spending authority equal to the amount of the grant.

By a 7-0 roll call vote under the Consent Agenda, Council passed and adopted Resolution No. 4903, authorizing the City Manager to accept grant funds from the Arizona Department of Homeland Security for the City of Casa Grande; authorizing the City Manager to execute a contract with the Arizona Department of Homeland Security on behalf of the 2014 Homeland Security Grant Program for Operation Stonegarden; authorizing the City Finance Director to accept and disburse funds as necessary and authorizing the transfer of budget authority.

G.7

***Resolution No. 4904
Adopting the Community Development Block Grant (CDBG)
Public Participation Plan (PPP) 2015-2020**

Planning and Development Director Tice recommended in his Request for Council Action form that Mayor and Council approve the Public Participation Plan as required by Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG) Entitlement.

Director Tice reported that the Public Participation Plan (PPP) is part of the Five-Year Consolidated Plan requirements for the CDBG Entitlement communities. The PPP outlines the process of engaging and involving the citizens of Casa Grande. The public is encouraged to participate in the needs assessments and prioritization of eligible activities that can be funded with the CDBG funds to benefit the low and moderate income persons.

The PPP serves as public involvement guide in the preparation of the Consolidated Plan. It was reviewed by HUD representative prior to taking it to City Council for action. The PPP enumerates various methods used to entice participation of the public. It also state what constitutes a "substantial amendment" as described in 91.505 and outlines the process needed when amendments to the plan, activities, and funding are needed.

There is no Fiscal Impact as a result of adopting the PPP for the CDBG Entitlement.

By a 7-0 roll call vote under the Consent Agenda, Council passed and adopted Resolution No. 4904, adopting the Community Development Block Grant (CDBG) Public Participation Plan (PPP) 2015-2020.

G.8

***Resolution No. 4905**

Submission of Grant Application to the State Housing Fund-Home and Utilize Community Development Block Grant (CDBG) and Other Program Funding for Owner-Occupied Housing Rehabilitation Program, Adoption of Residential Anti-Displacement Plan and Adoption of 2015 Owner Occupied Housing Rehabilitation Guidelines

Planning and Development Director Tice recommended in his Request for Council Action form that Mayor and Council adopt a Resolution for the following:

- 1) Authorizing submission of application to Arizona State Housing Fund-HOME grant for Owner Occupied Housing Rehabilitation activities, to benefit low-to moderate-income persons or households;
- 2) Authorizing staff to take all actions necessary to implement and complete the activities submitted in said application;
- 3) Authorizing the City Manager to accept grant funds;
- 4) Authorizing the City Finance Director to accept and disburse funds as necessary;
- 5) Authorizing the transfer of budget authority;
- 6) Authorizing the use of \$64,000 of unrestricted building permit fees in Fund 260 as cash match to grant funds;
- 7) Adopting the Residential Anti-Displacement and Relocation Assistance Plan; and
- 8) Adopting the 2015 Owner Occupied Housing Rehabilitation Guidelines (HRG).

Historically, the City of Casa Grande has applied for various grants to fund the Owner Occupied Rehabilitation Program. This housing program has been in place for almost 40 years, assisting low to moderate income families with their housing needs that are related to health and safety issues, compliance with current building codes, overcrowding, ADA accessibility, etc. The City's success in obtaining funding under these various grant programs is significantly enhanced if the City can show that other funds are being used to leverage the program activities to supplement the grant money. Previously, staff has used Program Income, Gila River Indian Community Proposition 202 funding, and funding from the Community Action Human Resource Agency to provide additional financial sources for residential rehabilitation activities. One of the grant programs that the City has historically applied for funding housing rehabilitation activities, is the State Housing Fund (STF) HOME administered by the Arizona Department of Housing. If awarded, the STF HOME grant will be used to rehabilitate six (6) homes with priority given to the elderly, disabled individuals, and families with

children. For the current HOME grant application, staff is proposing to use approximately \$64,000 from the unrestricted Housing Development Fees in Fund 260 as a City contribution to enhance our success of having our HOME application selected for funding. This City contribution will assist with staff salary which can not be paid for out of the General Funds.

In conjunction with our submittal of HOME grant applications, staff regularly updates the Owner Occupied Housing Rehabilitation Guidelines (HRG), which also includes the Standard Specifications with Weatherization Requirements and the Temporary Housing Policy of the program. The 2015 HRG includes updates to:

- 1) Application Process,
- 2) Warranties provided to homeowners,
- 3) Homeowner acceptance of all rehabilitation work,
- 4) Inclusion of various forms used for the program.

Authorizing application for, and accepting funding from, the STF-HOME grant program for the Owner Occupied Housing Rehabilitation program, will only impact the unrestricted Housing Development Fees. Applying for the HOME funds will have no fiscal impact upon the General Fund.

By a 7-0 roll call vote under the Consent Agenda, Council passed and adopted Resolution No. 4905, authorizing the submission of a grant application to the State Housing Fund–Home; authorizing Staff to take all actions necessary to implement and complete the activities submitted in said application; authorizing the City Manager to accept grant funds; authorizing the City Finance Director to accept and disburse funds as necessary; authorizing the transfer of budget authority; authorizing the use of \$64,000.00 of unrestricted building permit fees; adopting the City of Casa Grande Residential Anti-Displacement and Relocation Assistance Plan; and adopting the 2015 Owner Occupied Housing Rehabilitation Guidelines (OO-HRG).

G.9

***Resolution No. 4906**

Greater Phoenix Economic Council Annual Membership Renewal

Economic Development/Airport Manager Wilkie recommended in his Request for Council Action form that Mayor and Council authorize the City to renew its membership with the Greater Phoenix Economic Council (GPEC); and authorize the expenditure of \$29,232 for the annual membership fee.

Mr. Wilkie reported that Membership in GPEC has allowed the city to have its community profile and site location information on GPECs website, which has helped enhance our ability to promote our community to potential prospects. The city also benefits from having access to numerous economic development tools and data including industry research, annual operating cost comparisons (i.e. labor wages, taxes and utilities), economic impact analysis for prospects looking to locate in Casa Grande, and Regional Economic Labor Market Data. In addition, the City has been able to participate in high-profile networking opportunities and has as a representative on the Board of Directors and the Economic Development Directors Team, which has further increased our exposure and our ability to participate in the decision making processes. Our membership has provided us opportunities to submit sites for consideration by prospects that GPEC generates. This past year the city has worked with GPEC's staff on projects that represent over 2,099 new jobs, over \$807M in capital investment, and over \$97M in annual salaries for our community. In addition, the GPEC's Ambassador events that we attend have resulted in generating additional prospects that we would not have known about otherwise.

The City would be responsible for the \$29,232 annual membership fee which is included in the FY2015 Budget in line-item 101-01-010-2235-00.

By a 7-0 roll call vote under the Consent Agenda, Council passed and adopted Resolution No. 4906, authorizing the City of Casa Grande to renew its membership with the Greater Phoenix Economic Council; expenditure of public funds in an amount not to exceed \$29,232.00; and authorizing the execution of a membership agreement.

G.10

***Resolution No. 4907**
Accepting the Proposal for Services from
Foxtrot Café, LLC to Provide Food and Beverage Services
at the City of Casa Grande’s Airport Cafe

Economic Development/Airport Manager Wilkie recommended in his Request for Council Action form that Mayor and Council approve the Airport Café Agreement with Foxtrot Cafe, a locally owned and operated business, to provide food and beverage service at the Casa Grande Municipal Airport for an initial one year term with a negotiated one year extension.

Mr. Wilkie reported that during the recent terminal renovations at the City's Municipal Airport, the area that has been used for preparing the food for the monthly pancake breakfasts, the Copperstate Fly-In, and a few other events held at the airport was renovated to create a more efficient and functional space that could meet the needs for a food vendor to operate a snackbar/café type venue. The ultimate goal of this café is to provide an added benefit to airport patrons by creating a comfortable space where they can grab a bite to eat, take a break from their long flight, or in the case of the members of the public, sit and enjoy the food while watching the planes take off and land or wait for someone that might be flying into Casa Grande. The Café space is approximately 665 square feet that includes enough seating to accommodate up to 22-24 people. Seating will also be available on the terminal's 1,900 square foot outdoor patio.

For several years airport staff has tried without success to find a vendor to operate a snackbar/café at the airport. This current effort involved sending out a Request for Qualifications to local food businesses as well as advertising it in the local papers hoping that the new renovated space would attract a business to get a café up and running. The City received no responses. The main reasons that this has been so challenging is that the current traffic, both aviation and walk-in, is such that a business would have to hire employees to staff the café and don't feel like it is a risk they want to take. However, continued efforts to find a possible business led to conversations with Amber Downs who has over 13 years of culinary related experience, including working in several local restraunts. After meeting with Ms. Downs several times and sharing with her the vision of the airport and the opportunity that the café would represent, she ultimately agreed that this was something that she was interested in. Towards this end, Ms. Downs has committed to obtaining her business license from the City and registering Foxtrot Café, LLC with the state department of revenue prior to execution of this agreement.

The proposed agreement that was negotiated with Ms. Downs stipulates that the café will be open at least from the time that the terminal is open through lunch time Monday thru Friday, and from 8:00 to 11:00 a.m. on the last Saturday of the month for the fly-in breakfast. During its hours of operation, they will be responsible for maintaining the café space in a clean and safe environment. The menu will focus on foods that require only warming, cooling, or finishing on site, (i.e., salads, sandwiches, pastries, coffee and juices) as opposed to foods that need to be fully cooked or grilled. In addition, Ms. Downs will be responsible for obtaining all County Health related authorizations and meeting all health code regulations. In order to ensure the best possible chance for success, the agreement will not require any compensation from the café for the first three months, but for the final nine months of the intial agreement the city will receive 15% of the net profit generated by the café.

The City of Casa Grande will be responsible for all utility costs generate during the operation of the café business. Foxtrot Cafe will submit quarterly income statements along with a use fee totaling 15% of net profit. After the initial twelve month term, the use fee will be renegotiated based on the profitability of the Airport Café.

By a 7-0 roll call vote under the Consent Agenda, Council passed and adopted Resolution No. 4907, accepting the proposal for services from Foxtrot Cafe, LLC to provide Food and Beverage Services at the City of Casa Grande’s Airport Cafe; and authorizing the execution of a contract.

H. Public Comments:

Mayor Jackson called for public comments. No comments were offered.

I. Award of Contracts: None

J. Boards and Commissions: None

K. Ordinances, Resolutions, and Other Matters or Subjects Requiring Action by the Council: None

L. Public Meetings, Public Hearings, Open Record Review, and Closed Record Reviews: None

M. Executive Session: None

N. Reports: _____

Mayor and Council recognized Roy and Danielle Delsi, business owners of Old Town Ale House, they are excited to see new businesses opening in the downtown area.

Council Member Kortsen reported on the following:

- Congratulated City Attorney Wallace for his son receiving an award from the Rotary Club.
- Reminded everyone of the events coming this weekend for the community to support and enjoy, such as Cactus Fly-In and Chili Cook-off.

Council Member Powell reported on the following:

- Offered highlights of the successful 2nd week event of the 2015 Cowboy and Indian Days.
- Thanked all the volunteers and coordinator for the 2015 Cowboy and Indian Days.
- Acknowledged the Ride for the Warriors event, it was very nice weather and good entertainment for everyone.

Council Member Herman reported on the following:

- Attended the successful Ride for the Warriors event held on February 27 & 28.
- Announced to invite everyone to the Downtown Street Scene on Tuesday, March 3rd and on this weekend the Chili Cook-off and Cactus Fly-In.

Council Member Varela reported on the following:

- Offered results of the Casa Grande Arts & Humanities Commission Plein Air Painting Contest held on February 21, 2015.
- Reminded to invite everyone to the Cesar E. Chavez Memorial Committee of Pinal County Celebration Dinner scheduled for Friday, March 6, 2015, 5:30 p.m. at The Property Conference Center. The Committee will be awarding \$50,000 scholarship funds to 54 students of Pinal County.

Mayor Jackson along with Economic Development/Airport Manager, Richard Wilkie announced that the City of Casa Grande received the 2nd place award from VendeXchange for 2015 Sustainable Economic Growth City. Further, Mr. Wilkie explained that the award recognizes Casa Grande's sustainable economic development efforts including investment in infrastructure like roads and the sewer plant as well as its ability to attract manufacturers, distribution centers and other employers.

Mayor Jackson reported the following:

- Participated in the Joint Planning Advisory Council (JPAC) meeting/panel discussion on supply-chain economics relating to mining industries held on Tuesday, February 24th at Francisco Grande. JPAC is consisting of groups from Central Arizona Government (CAG), Maricopa Association of Government (MAG), Pima Association of Government (PAG) and Sun Corridor Metropolitan Planning Organization (SCMPO).
- Attended the Access Arizona annual luncheon held on February 26th.
- Announce and Reminded the City Council to participate in the public survey available at the City's website, regarding the City's Community Development Block Grant (CDBG) Program Overview. The survey will be active until March 12th.

O. Adjournment:

There being no further business at this time, the meeting was adjourned at approximately 7:19 p.m.

Robert M. Jackson
/s/Robert M. Jackson
Mayor

ATTEST:

Remilie S. Miller
/s/Remilie S. Miller, MMC
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 City Council of Casa Grande, Arizona held on the 2nd day of March 2015. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 16th day of March, 2015

Remilie S. Miller

/s/Remilie S. Miller, MMC

City Clerk