

**MEETING MINUTES OF  
THE CITY OF ELOY  
DOWNTOWN ADVISORY COMMISSION  
Regular Meeting  
Wednesday, January 13, 2016  
3:30 PM**

**I. CALL TO ORDER**

Mr. Jon Vlaming called the meeting to order at 3:31 p.m.

**II. ROLL CALL**

**Members Present:**

- Ralph Varela
- Dick Myers
- Betty Peterson
- Jim Dinkle
- Mark Benner
- Mary Jane Damron
- Isabel Morales
- Ex-Officio Joel G. Belloc - absent
- Councilwoman JoAnne Galindo

**Staff/Others Present:**

- Jon Vlaming, Community Development Director
- Belinda Cruz, City of Eloy, Planner
- Joey Martinez, City of Eloy, Chief Building Official

**III. INFORMATIONAL ITEM:**

**A. INTRODUCTIONS**

All of the attendees introduced themselves and identified their employer/entity they were representing.

**B. COMMISSION BACKGROUND**

In the spring of 2015, the Urban Land Institute (ULI) Technical Assistance Panel (TAP) was conducted and one of the recommendations of the final report was to create a Downtown Advisory Committee. The intent of the Committee is to review specific recommendations and actions that would improve the Downtown Area, monitor grant efforts, and navigate the many issues which need to be addressed by the public, private, and nonprofit sectors.

**C. MEMBER ROLES AND RESPONSIBILITIES**-Mr. Vlaming reviewed the Eloy City Code. *Chapter 2-Administration, Article IV-Commissions, Boards and Bureaus,*

*Division 8, 2-105.1 MEMBERSHIP; TERMS; VACANCIES: a) The Commission shall consist of a minimum of five (5) members who may be, but are not required to be, qualified by experience and training to consider matters pertaining, but not limited to, architecture, landscape architecture, engineering, economic development, marketing, real estate, law, finance, banking, etc. and/or who own land within the Downtown Area and who are not employees of the City.*

*b) A City Council member shall serve as an ex-officio member, but shall have no vote on any matter before the Commission. The City Council member shall be appointed by a majority vote of the members of the City Council. This appointment shall be made at the first regularly scheduled meeting of the City Council subsequent to the Mayor and City Council elections.*

*c) All voting members of the Downtown Advisory Commission shall be appointed to serve staggered and overlapping terms by a majority vote of the members of the City Council. Each Commission member shall serve a term of three (3) years.*

*d) The City Council shall appoint a minimum of two (2) alternate Commission members who shall be called by the Commission Chairman to attend and participate during the absence or disqualification of a member. The alternates may also attend the other Commission meetings, but shall have no vote if all of the members are in attendance. Alternate Commission members shall possess the qualifications required for commission membership.*

*e) Absence from two (2) consecutive Commission meetings without formal consent of the Commission shall be deemed to constitute the retirement of such member and the position shall thereupon be declared vacant.*

*f) Vacancies on the Commission, occurring otherwise than by expiration of the departing member's term, shall be filled in the manner set forth herein for that remaining portion of their unexpired term.*

*g) In order to be eligible for appointment to the Downtown Advisory Commission, a person may reside in the City and/or work in the City or may be involved in a profession or with an entity that would be advantageous for representation on the Commission.*

*Chapter 2-Administration, Article IV-Commissions, Boards and Bureaus, Division 8, 2-105.2 MEETINGS; ORGANIZATION; PROCEDURES; DECISIONS:*

*a) The Commission shall hold meetings on an "as needed, if needed basis (other than contained in 2-105.2. b., below) which shall at all times be open to the public. Any person whose interests are affected by discussion of an agenda item shall be provided with an opportunity to be heard as well as any individual who would like to be heard under the "Call to the Public" agenda item, if utilized.*

*b) The time and place of said Commission meetings shall be posted in accordance with any currently applicable Arizona state statutes regulating public meetings*

*and proceedings (open meeting laws). Special meetings may be called by the Chairperson on twenty four (24) hours' notice. A quorum shall consist of two-thirds (2/3) of the Commission membership.*

- c) At the first meeting after appointment, and at the first meeting held in any calendar year thereafter, the members of the Commission shall elect a chairperson and Vice Chairperson to serve for that calendar year. "Robert's Rules of Order" shall govern the conduct of meetings in the event of a procedural dispute.*
- d) The City's Community Development Director shall designate a staff person to assist in recording the proceedings of the Commission meetings. The Community Development Department shall transcribe the proceedings and transmit them to Commission members prior to the next scheduled meeting to be reviewed and approved.*
- e) The Chair person shall provide notice of a meeting to the members of the Commission within four (4) calendar days preceding the meeting.*

*Chapter 2-Administration, Article IV-Commissions, Boards and Bureaus, Division 8, 2-105.3 ACTIONS, RECOMMENDATIONS ADVISORY IN NATURE:*

- a) All discussion, deliberation, actions and recommendations of the Commission shall be advisory to the City Council, and such advisories as the Commission may from time to time make, shall be forwarded to the City Council through the City Manager.*

*Chapter 2-Administration, Article IV-Commissions, Boards and Bureaus, Division 8, 2-105.4 POWERS AND DUTIES:*

- a) It shall be the duty of the Downtown Advisory Commission to prepare and submit to the City Council recommendations for the enhancement of the Downtown area.*

*Chapter 2-Administration, Article IV-Commissions, Boards and Bureaus, Division 8, 2-105.5 Reserved: (approved by Ordinance 15-846, 10-26-2015)*

**IV. NEW BUSINESS: POSSIBLE DISCUSSION AND/OR ACION ON THE FOLLOWING:**

**A. MOTION TO ELECT A CHAIRPERSON FROM AMONG THE MEMBERS OF THE COMMISSION.**

Commissioner Myers moved for a motion to elect Mark Benner among the members of the Commission to be the Chairperson of the Downtown Advisory Commission for 2016. His motion was seconded by Commissioner Dinkle. Vote 7-0

**B. MOTION TO ELECT A VICE-CHAIRPERSON FROM AMONG THE MEMBERS OF THE COMMISSION.**

Commissioner Damron made a motion to elect Betty Peterson among the members of the Commission to be the Vice-Chairperson of the Downtown Advisory Commission for 2016. Her motion was seconded by Vice-Chair Benner. Vote 7-0

### **C. REVIEW OF THE URBAN LAND INSTITUTE (ULI) AzTAP REPORT**

Mr. Vlaming asked if everyone had a chance to review the report and if anyone had any comments. Jon went over the strategies and the actions. The Eloy City Council accepted them as such in the document. He added that going forward, the intent is to get the Commission's sense with any other ideas from a strategic plan, or other ideas they have been thinking about within this calendar year.

### **D. KEY NEAR-TERM ACTIVITIES**

#### **E. Various members of the group offered the following thoughts, through a group discussion:**

- ACCESS FROM I-10
- DOWNTOWN MERCADO
- BMX RACES
- LONG TERM-DISTRICTS-RETAIL
- AMPLE PARKING
- FUNDING? ASK CONGRESS...
- WE NEED A DRAW...
- TOUR OF VACANT BUILDINGS
- INVENTORY OF EXISTING BUILDINGS
- 2-3 MAJOR OWNERS IN DOWNTOWN GET THEM TO :
  - DO SOMETHING
  - SELL PROPERTIES
- POSITIVE IMAGE IS IMPORTANT
- BUSINESS: ISABEL FLOWER SHOP
- DOWNTOWN COFFEE SHOP
- OLD HODGES BUILDING
- COMMISSIONER MYERS HAS OLD SODA FOUNTAIN STUFF
- BRAND-CULTURE-AUTHENTIC (OUTSIDE CONSULTANT)
- CULINARY ARTS-LUNCHEON
- FARMER'S MARKET
- GRANTS-BISBEE/FLORENCE
- USDA INCUBATOR PROJECT
- JUD BOWERS-MOVIE THEATRE
- 1987 LINDA LAIRD "ELOY PHASE I MAIN STREET PROJECT" REPORT
- 1999 ELOY FOCUS FUTURE STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT REPORT SPONSORED BY APS

### **V. COMMUNICATIONS**

#### **A. COMMUNITY ENTRY SIGNAGE PROGRAM-STATUS OF CONSTRUCTION**

- Mr. Vlaming stated construction has occurred over the last three months on entry monument signs on Frontier (northwest of Robson Ranch), toward the SR 87-Highway 84 intersection. A new scrolling LED sign is located at the Parks and Recreation Department. There are two (2) entry signs for the airport on Tumbleweed and Frontier, as well as one directional sign closer to the

Airport, and the entry sign on Battaglia and La Palma. There are a total of seven signs. All sign bases have been constructed of masonry. The project is getting closer to be finalized by the end of the month.

- B. HEART OF ELOY-BUILDING REHABILITATION AT 501 N. MAIN STREET** - Mr. Vlaming stated this is the Heart of Eloy project. He stated the Chief Building Official has been working overtime to get the project going. He stated there were roof, painting and drywall improvements to the building. He stated they look forward to getting the doors open soon. Commissioner Peterson was grateful to the roofing company who donated their time and materials, to the Monsanto Company for their volunteer work and a special thank you to Joey Martinez for overseeing the project and volunteering his time to get the project completed. Commissioner Peterson stated that the Grand Opening will be scheduled for the first week of February.
- C. ELOY ENTERPRISE BUILDING TENANT IMPROVEMENTS- GREAT WESTERN BANK** - Mr. Vlaming stated this is the relocation of the Great Western Bank from the southern part of Main Street to the northern part of Main Street into the Eloy Enterprise Building. He stated tenant improvements are currently ongoing. Commission Morales added that the project is scheduled to be completed by the end of February. Mr. Vlaming stated it will keep the Bank on Main Street and will help to energize the northern part of Main Street.
- D. VETERAN'S PARK-STATUS**- Plans for the new Veteran's Park is underway with funding by the City of Eloy and Pinal Hispanic Council. City Staff will be reviewing the plans and will be issuing various building permits.
- E. CITY HALL SITE-STATUS**- the City of Eloy is going through the condemnation process of the vacant lot just east of the Main Street Park and north from the Santa Cruz Village Apartments. The City and the owner are negotiating a final price. When negotiated, the City will go out for bids on the design and construction. Commissioner Myers suggested that the City should consider ample parking.
- F. OTHERS**-None.

## **VI. MOTION TO ADJOURN**

Chairperson Benner asked for a motion to adjourn. Commissioner Damron moved for a motion to adjourn and was seconded by Commissioner Myers. The adjournment passed 7-0 and the meeting adjourned at 5:02 p.m.