

# CONSENT AGENDA

**Agenda Item IX-A**  
**Date: 1/22/18**

**MINUTES OF THE REGULAR MEETING OF  
THE ELOY CITY COUNCIL  
CITY OF ELOY  
628 NORTH MAIN STREET  
JANUARY 8, 2018  
6:00 P.M.**

**Staff Present:** Harvey Krauss-City Manager; Stephen R. Cooper-City Attorney; Mary Myers-City Clerk; Jon Vlaming-Community Development Director; Vasquez-Chief of Police; Keith Brown-Public Works Director/City Engineer; Brian Wright-Finance Director; Roger Valdez-City Magistrate; Paul Anchondo-Community Services Director; Rus Ketcham-Library Director; Lori Francisco-Grants Coordinator; Regis Reed-Project Manager

**I. CALL TO ORDER**

Mayor Joel Belloc called the meeting to order at approximately 6:00 p.m.

**II. INVOCATION**

Invocation was given by Pastor Debbie Miller.

**III. PLEDGE OF ALLEGIANCE**

Councilmember Jose Garcia led Council and the public in the Pledge of Allegiance.

**IV. ROLL CALL**

Council Members Present: Councilmember Andrew Rodriguez; Councilmember Jose Garcia; Councilmember J.W. Tidwell; Vice Mayor Micah Powell; Councilmember Dan Snyder; Mayor Joel Belloc; Councilmember JoAnne Galindo

Council Members Absent: None

**V. COMMUNICATIONS**

- Vice Mayor Powell commended the Casa Grande Dispatch for writing an amazing article on diversity in the city's police department. He commended Chief Vasquez and his staff for doing a great job.

- Councilmember Galindo gave a brief report on the Pinal Partnership pancake breakfast held December 19<sup>th</sup> at the Florence Armory that she and Councilmember Garcia attended. She encouraged Council to contact Mr. Krauss if anyone is interested in exploring armor facilities that are near Eloy.
- Councilmember Tidwell said he was offended with the signage on a roll off located at the corner of Battaglia and Eleven Mile Corner Road for the collection of Christmas trees. He did not like the fact that the sign said "X-mas Trees." He said basic algebra teaches us that "x" equals unknown. The last time he checked Christ was not unknown. Councilmember Tidwell said he will give the city the material and paint the sign to replace the "X" with the word "Christ."
- Councilmember Rodriguez congratulated the Robson community for selling their 1000<sup>th</sup> home in Eloy.

Mayor Belloc said he believes the city also broke the record on the number of housing permits (117) issued in 2017.

Mr. Krauss conveyed the following communications to Council:

- Pinal Partnership is hosting a breakfast meeting January 26<sup>th</sup> from 7:30m to 9:00am at the Windmill Winery in Florence. Topic of discussion is implementing Propositions 416 and 417 – roads for Pinal County.
- Annual fundraiser for the Central Arizona College Foundation is February 9<sup>th</sup> at 6:00pm at the Windmill Winery in Florence.
- Announced that the Eloy Veterans Center (EVC) has been awarded a \$25,000 grant from the Walmart Foundation. An invitation has been extended to the City Council from the EVC to attend the grant presentation on Thursday, January 18<sup>th</sup>, at 11am at the center.

Mayor Belloc asked Mrs. Sonnette Chaput from the EVC to come forward to give more information about the award.

Mrs. Chaput conveyed this is the center's second time receiving the competitive grant. The money will be used for data management, honor guard uniforms and emergency services.

## **VI. APPEARANCES FROM THE FLOOR**

Ms. Sharon Girard – 5184 W. Buckskin Drive – Eloy

Ms. Girard announced there will be a Women's March rally, Saturday, January 20<sup>th</sup>, 12:00 p.m., at Peart Park in Casa Grande. Ms. Girard said this is the first event of its kind in Pinal County. Guest speakers will consist of Mrs. Gabrielle Giffords-former U.S. Representative; Mr. Tom O'Halleran-U.S. Representative; Ms. Connie Jackson-NAACP

Pinal County Chairperson; Linda Lyon—President of the Arizona School Board Association and others. She said the color guard from the Eloy Veterans Center will also be part of the event; and there will be music and live streaming from KURE radio station. Ms. Girard said there will also be an exhibit booth that will highlight all the nonprofits in the area. Ms. Girard said she's committed to bringing attention to the Pinal county area to let everyone know what a wonderful place it is to live and work.

**VII. EXECUTIVE SESSION**

No executive session needed tonight.

**VIII. CONSENT AGENDA**

Agenda Item

Subject

- IX-A. Approval of Minutes: 12/11/17 (regular).
- IX-B. Recommendation to the Arizona Department of Liquor Licenses and Control (ADLLC) for a change in Acquisition of Control for Good 2 Go store located at 3160 N. Toltec Road, Eloy, Arizona.
- IX-C. Recommendation to the Arizona Department of Liquor License and Control (ADLLC) to issue a Series 15, Special Event Liquor License to Saint Helen of the Cross Roman Catholic Church, located at 205 W. 8th Street, Eloy Arizona, for a fund raising event on February 2, 2018.
- IX-D. Council to consider reappointing William B. Carnell as chairperson, Ramon Lopez as a regular member, and John Peterson as an Alternate member of the Building Code Board of Appeals each for a three (3) year term, with the term of appointment expiring on January 31, 2021.
- IX-E. Authorize the City to provide financial assistance and in-kind contributions for co-sponsorship of the 2018 Martin Luther King, Jr. Day event.

Motion by Vice Mayor Powell, seconded by Councilmember Rodriguez to approve the Consent Agenda items as presented, passed unanimously by roll call vote.

Mayor Belloc asked Eloy Elementary School superintendent, Ms. Ruby James to come forward to provide information about the Martin Luther King event January 15<sup>th</sup>.

Ms. James handed out the program schedule for Monday's celebration. She thanked Council for its continued support of MLK. She pointed out that Eloy Division for Self and Community Improvement (EDSCI) organization has been hosting this event in Eloy for over 30 years and that it's the only MLK event held in Pinal County.

**IX. BUSINESS**

- F. AUTHORIZE ACCEPTANCE OF A PROPOSAL FROM ROX MEDIA GROUP TO PRODUCE A 20-PAGE ECONOMIC DEVELOPMENT PRINT PUBLICATION FOR THE CITY OF ELOY, AND AUTHORIZE STAFF TO FUND THIS PUBLICATION FROM THE 2% TAX REVENUE FOR FOOD FOR HOME-BASED CONSUMPTION.**

*Cover sheet discussion: Council authorize the City to accept a proposal from ROX Media Group, not to exceed \$20,000, to create, produce and distribute a 20-page general economic development print publication for the City of Eloy as a supplement inside the May/June 2018 edition of the Golden Corridor LIVING Magazine, and authorize staff to fund this publication from the 2% tax revenue for food for home-based consumption.*

*In order to enhance the City's economic development efforts, staff recommends the creation, production and distribution of a printed publication devoted to marketing the City of Eloy. The proposed document would include information on the City's physical, economic and social attributes as well as other marketing data for businesses and individuals wishing to locate or invest in Eloy. The publication would have 20 pages (16 inside pages) and be included inside the May/June 2018 edition of Golden Corridor LIVING Magazine, which has a 10,000 copy distribution. Production would include an additional 10,000 copies for City distribution.*

*ROX Media Group would serve as lead manager for the project, provide editorial content, edit written content, design the publication layout, provide photography, and print and distribute the publication. This document can also be linked to the Eloy website.*

**FISCAL IMPACT:**

*The total cost of the publication would not exceed \$20,000 based upon \$12,800 for printing; writing and editing services estimated at \$4,000; design services estimated at \$2,000; and photography estimated at \$1,000.*

*When the City established the 2% tax for food for home-based consumption, the revenue was dedicated for economic and community development purposes. Staff recommends that this economic development publication be funded from this revenue account. There is approximately \$300,000 available in this fund at this time.*

Mr. Krauss gave a brief overview of staff's request to collaborate with ROX Media Group to create, produce and distribute and economic development print

publication (print and digital) marketing Eloy. Mr. Krauss said ads in the document will not be sold at this point in time because of the 2% sales tax money that is dedicated for economic development purposes. However, after the first publication, staff will solicit businesses for advertising in future publications. Mr. Krauss assured Council that cost for the initial publication would not exceed \$20,000.

Vice Mayor Powell explained to Council and the public how this project came to fruition.

Mr. Krauss introduced principle owner, Ms. Elaine Earle and several of her staff from ROX Media Group who gave a brief overview of the company and the marketing document they will create for the city.

Mrs. Earle and her staff answered a series of questions from Council about the publication document.

Mr. Krauss announced that Mayor Belloc will have an article in the winter edition of the Golden Corridor Magazine.

Motion by Vice Mayor Powell, seconded by Councilmember Garcia to authorize acceptance of a proposal from ROX Media Group to produce a 20-page economic development print publication for the City of Eloy, and authorize staff to fund this publication from the 2% tax revenue for food for home-based consumption, passed unanimously.

**G. AWARD OF A HOUSING REHABILITATION SERVICES CONTRACT WITH BBAR CONSULTING SERVICES TO PROVIDE HOUSING REHABILITATION SPECIALIST SERVICES TO THE CITY OF ELOY FOR THE CITY'S OWNER-OCCUPIED HOUSING REHABILITATION PROGRAM.**

**Cover sheet discussion:** *Council authorize the City to enter into a contract with BBAR Consulting to provide the City of Eloy with housing rehabilitation specialist services for a two year term ending on January 24, 2020.*

*The City advertised for Request for Proposals (RFPs) on November 16, 2017 and November 23, 2017 for Housing Rehabilitation Specialist Services for its owner-occupied housing rehabilitation program. One (1) proposal from BBAR Consulting Services was received in response to the published Request for Proposal. On Thursday, December 23, 2017, the Finance Director and Grants Coordinator reviewed the response and recommends that the Mayor and City Council approve a contract with BBAR Consulting Services.*

*Approval is requested for the attached Housing Rehabilitation Services Contract with BBAR Consulting Services. The term of the contract shall be two (2) years from January 25, 2018 through January 24, 2020.*

*The City has received the following open grant funding through the Arizona Department of Housing for the Eloy Owner-Occupied Housing Rehabilitation (OOHR) Program:*

<i>FY2016 HOME</i>	<i>\$ 532,528.00</i>	<i>8 Homes</i>
<i>FY2015 CDBG-RA</i>	<i>\$ 278,483.00</i>	<i>3 Homes</i>
<i>FY2016 CDBG-SSP</i>	<i>\$ 300,000.00</i>	<i>5 Homes</i>
<i>FY2017 HOME</i>	<i>\$ 275,000.00</i>	<i>4 Homes</i>
<i>T.O. Nation</i>	<i>\$ 60,000.00</i>	<i>Supplement 2 Homes</i>
<i>Ak-Chin Indian Com</i>	<i>\$ 75,000.00</i>	<i>Supplement 3 Homes</i>
<b><i>TOTAL:</i></b>	<b><i><u>\$1,521,011.00</u></i></b>	

*BBAR Consulting will be responsible for all activities related directly to the design and construction of the homes as requested in the proposal, while the Grants Coordinator will handle all administrative, qualification and compliance requirements for each grant. (see attached OOHR Task Manager Spreadsheet)*

*Through October 2016, BBAR Consulting provided grants administration, eligibility services, and administrative compliance in addition to construction rehabilitation services for each grant received for the Eloy OOHR Program. The data below reflects how BBAR's costs have decreased since staff has assumed responsibility for all administrative work.*

<i>2011</i>	<i>\$67,866</i>
<i>2012</i>	<i>\$70,705</i>
<i>2013</i>	<i>\$69,294</i>
<i>2014</i>	<i>\$69,390</i>
<i>2015</i>	<i>\$49,312</i>
<i>2016</i>	<i>\$26,822</i>
<i>2017</i>	<i>\$39,680</i>

**FISCAL IMPACT:**

*The consulting fee is \$7,000 per home broken out as follows:*

<i>Phase I</i>	<i>\$1,750</i>
<i>Phase II</i>	<i>\$1,750</i>
<i>Phase III</i>	<i>\$1,750</i>
<i>Phase IV</i>	<i>\$1,750</i>

Mr. Krauss reviewed the proposed contract for housing rehabilitation services with BBAR Consulting Services. He pointed out the city went out to bid for these services and BBAR was the only proposal the city received. Payment for the housing rehab services will be paid through grant funds and not city funds.

Council asked Ms. Lori Francisco, the city's grant writer several questions in reference to *Exhibit A - Scope of Work* that BBAR would be performing.

Councilmember Tidwell pointed out that Council just approved hiring a project manager. He wanted to know why the city would need BBAR when the project manager can do the work; contract it out and save the city \$7,000 per home.

Mr. Krauss said this is something staff can explore; however the project manager's primary focus will be on the new city hall as well as water and sewer projects. He explained that staff went out for proposals for these services prior to hiring the project manager. Mr. Krauss said if it's Council desire, this item can be tabled to the next meeting until he can explore this with the project manager.

Ms. Francisco pointed out the city has numerous housing rehab projects going right now that BBAR is involve with. She stated with BBAR's contract expiring soon, it puts the city in a predicament of continuing the program because they just don't go out with the building inspector to the homes to do the inspections, they also draw plans which is an important part of the work. Ms. Francisco said she and BBAR have a very expeditious schedule in order to stay on track with CDBG-RA requirements and to meet the thresholds.

At this time, Mr. Francisco presented four families who were recipients under the program to give testimony about the housing program. All four families spoke very highly of the services provided by BBAR and the city. They said BBAR and Ms. Francisco was in constant communication with them about the progress of their home which they appreciated.

Councilmember Snyder conveyed that after hearing from the families about the program, he believes this is a great program. He said he understands Councilmember Tidwell's concern about doing the work in house to save money, but at the same time, there are a lot of housing rehab projects going on that could be a full time job for a person. He continued by pointing out that BBAR has performed this work for the city in the past and it appears the families are happy with their work. Councilmember Snyder said in his opinion, \$7,000 per property is not very much.

Vice Mayor Powell pointed out that the money would also be coming out of grant funds and not the general fund.

Motion by Vice Mayor Powell, seconded by Mayor Belloc to award a housing rehabilitation services contract to BBAR Consulting Services to provide housing rehabilitation specialist services to the City of Eloy for the city's owner-occupied housing rehabilitation program, passed unanimously by roll call vote.

**H. COUNCIL TO RECEIVE AN UPDATE FROM THE ARCHITECT, CONTRACTOR AND PROJECT MANAGER ON THE VALUE ENGINEERING AND INITIAL CONSTRUCTION DOCUMENT PREPARATION OF THE NEW CITY HALL BUILDING LOCATED AT THE SOUTHEAST CORNER OF PHOENIX AND C STREETS.**

**Cover sheet discussion:** *Council to receive an update from the City's Architect (SmithGroupJJR), Contractor (CORE Construction) and Project Manager (Abacus Project Management) on the value engineering and initial Construction Document preparation of the new City Hall Building located at the southeast corner of Phoenix and C Streets.*

*The design and construction team has recently completed a value engineering review of the building and site. The Architect is now preparing the Construction Documents (CD), which will take the building and site design from 60% (Design Development) to its completion. The Architect, Contractor and Project Manager will continue to coordinate design refinements and clarifications with their respective cost estimate budgets. The final CD package will ultimately culminate in the preparation of the Guaranteed Maximum Price (GMP) that will be scrutinized by staff, and when acceptable, the subject of a formal council action (tentatively scheduled for the end of March 2018).*

**FISCAL IMPACT:**

*There is no direct fiscal impact to the City associated with conducting this Council update and status report.*

Before the presentation began, public works director/city engineer, Mr. Keith Brown introduced Mr. Regis Reed as the city's project manager.

Mr. Reed gave an overview of his work experience as project manager for the cities of Goodyear and Surprise. He updated Council on his activities related to the new city hall and reconstruction of the old city hall.

Mr. Rick Carr from Abacus, Mr. Rus Sanders from SmithGroup JJR; and Mr. Jake Otten from CORE Construction, updated Council on the progress of the new city hall via PowerPoint presentation. Mr. Carr reviewed the following items in his presentation to Council (information listed taken from presentation):



- Total Project Budget
  - Professional Fees/Testing/Inspections
  - Furniture, fixtures and equipment and internal technology
  - Utility charges/plan review/permit fees
  - Contingency (outside of project construction cost)
  - Projected construction cost
  - Projected total project budget
- Value Engineering Examples
  - Lobby space reduction
  - Revised site walls to CMU (in lieu of concrete)
  - Revised structure to integral color CMU (in lieu of CMU with EIFS)
  - Revised finishes in public restrooms
- Proposed Design Phase Schedule
- Next Steps
  - Cost/budget
  - Design
  - Construction contract
  - Construction start
- Plans Update
  - Utility
  - Hardscape
  - Floor w/furniture
  - Elevations
- Community Room Furniture

Mr. Carr conveyed the total project budget is \$9.9 million and that construction is proposed to take 10 months to complete. He said the proposed completion date is March 2019.

During the presentation Mr. Carr and Mr. Sanders fielded questions from Council about the project.

Vice Mayor Powell and Councilmember Galindo wanted assurances that the quality of the building was not being sacrificed in order to save a few dollars using value engineering.

Mr. Carr told Council that value engineering does not decrease the value but provide more options on how to best spend the funds within the budget. He said it maximizes the maintenance and instills the look and the desire for the public spaces, lighting and finishes.

Mr. Sanders conveyed that value engineering is part of what they do as architects on every project. He said the building is still a nice facility. The main lobby space hasn't been lowered. It's been slightly reduced to save a few dollars, but there is

still an abundant of natural light coming in. He said there is generous wall space for artwork and history of Eloy. He pointed out that some areas had 20 foot wide sidewalks, so there was room to reduce without someone having to stand on the rocks while somebody walks past. He assured Council the building will be a source of pride for the city and as maintenance free as they can get it.

Councilmember Snyder conveyed that one of the things that has caused some concern is that the value engineering results seem to be all cost reductions. He said there is money in contingency that can be used for some of the less expensive items.

Mr. Sanders agreed with Councilmember Snyder. He said they will not stop looking for cost savings, even as they go through construction. He said there will be some instances where contingency may grow in the beginning of the construction and then Council will the opportunity half way through construction to expend some of that money on add alternates.

Mr. Carr continued his PowerPoint presentation while fielding questions from Council.

## X. INFORMATIONAL ITEMS

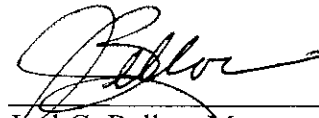
- a. **December Financial Report** – No questions and/or comments from Council.
- b. **December Checklist Report**

Councilmember Snyder said he noticed several checks made out to the same company in the same amount.

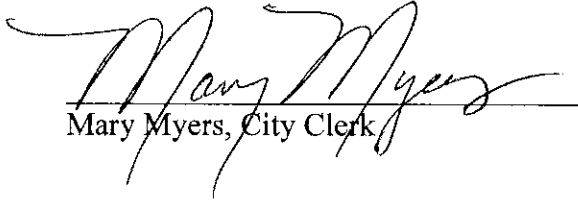
Mr. Wright conveyed this is probably due to draw downs from different grants. He said separate checks were probably requested for grant reporting purposes.

## XI. ADJOURNMENT

There being no further business, Vice Mayor Powell adjourned the meeting at approximately 8:03 p.m.

  
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Joel G. Belloc, Mayor

ATTEST:



Mary Myers, City Clerk