

**WORKSHOP MEETING OF THE COMMON COUNCIL
OF THE CITY OF EL MIRAGE
EL MIRAGE CITY COUNCIL CHAMBERS
14010 N. EL MIRAGE ROAD
TUESDAY, DECEMBER 3, 2013**

Minutes

I. ROLL CALL

Present: Mayor Lana Mook, Vice Mayor Joe Ramirez, Councilor Roy Delgado, Councilor David Shapera, Councilor Jim McPhetres, Councilor Lynn Selby.

Excused: Councilor Jack Palladino

II. CALL TO ORDER

The workshop meeting was called to order by Mayor Lana Mook at 5:35 p.m.

Pledge of Allegiance

Moment of Silence

III. PRESENTATIONS

P1 Presentation of the City of El Mirage Annual Financial Report (Finance)

Finance Director Robert Nilles introduced Neil Galassi and Aaron VanWinkle from Heinfeld, Meech & Co., PC, and Certified Public Accountants, to discuss the City's final annual audit prepared for FY 2012/13. All Councilors received a hard bound copy of the audit report. Mr. Galassi and Mr. VanWinkle provided a PowerPoint presentation on their company background and history, a summary of the City's audit results, the Comprehensive Annual Financial Report (CAFR), financial highlights, key financial ratios and their audit procedures. Finance Director Nilles and City Manager Isom then gave a PowerPoint staff presentation on the various entities who would use the City's financial report, highlighted specific portions of the report, identified useful information within the report and acknowledged all those involved in preparing the report.

IV. ADJOURNMENT

Mayor Mook adjourned the meeting at 6:10 p.m.

**REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF EL MIRAGE
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14010 N. EL MIRAGE ROAD
TUESDAY, DECEMBER 3, 2013**

I. ROLL CALL

Present: Mayor Lana Mook, Vice Mayor Joe Ramirez, Councilor Roy Delgado, Councilor David Shapera, Councilor Jim McPhetres, Councilor Lynn Selby.

Excused: Councilor Jack Palladino

II. CALL TO ORDER

The meeting was called to order by Mayor Lana Mook at 6:14 p.m.

Pledge of Allegiance

Moment of Silence

III. CALL TO THE PUBLIC

Citizens desiring to speak on a matter that IS NOT on this agenda may do so at this time. Comments shall be limited to three (3) minutes per person and shall be addressed to the City Council as a whole. At the conclusion of the Call to the Public, individual City Council Members may (1) respond to criticism made by those who have spoken; (2) direct staff to review or respond to the matter; and/or (3) direct that the matter be put on a future agenda.

No comment cards were received.

At this time, Mayor Mook requested a motion and a second to table Regular Agenda item B.

Vice Mayor Ramirez moved to table Regular Agenda item B; seconded by Councilor Delgado. Motion carried unanimously (6/0).

IV. CONSENT AGENDA

All items listed under the Consent Agenda will be voted on with one motion. If discussion is desired regarding any Consent Agenda item, that item will be removed from the Consent Agenda and voted on separately.

1. Consideration and action approving the minutes of the Regular Council Meeting held Tuesday, November 5, 2013. (City Clerk)
2. Consideration and action to approve the destruction of municipal documents that have reached the end of their retention period as authorized under A.R.S. §41-151.19 and the City of El Mirage. (Police Department)
3. Consideration and action to approve the destruction of municipal documents that have reached the end of their retention period as authorized under A.R.S. §41-151.19 and the City of El Mirage. (Customer Service/Utility Billing)
4. Consideration and action to approve purchase of a new LIFEPAK 15 Heart Monitor/Defibrillator for the Fire Department from Physio-Control, Inc. as a sole source vendor. (Fire Department)

5. Consideration and action to approve the Annual Financial Report as an official record of the City of El Mirage. (Finance)
6. Consideration and action to approve Resolution R13-12-25 waiving permit and review fees for Community Uplift Program projects. (Council)

Vice Mayor Ramirez moved to approve Consent Agenda items 1 through 6 as presented; seconded by Councilor Delgado. Motion carried unanimously (6/0).

V. REGULAR AGENDA

- A. Consideration and action to approve the use of the City of Peoria Contract No. JOC P13-0042 to contract with Felix Construction to upgrade the City's disinfection system at the WWTP (City Project No. EM12-WW01). (Development and Community Services)

Deputy City Manager Larry Dobrosky presented the item for Council's consideration providing a brief history on the need and how working under the City of Peoria JOC contract would be beneficial toward successfully completing this project.

Mayor Mook asked if DCM Dobrosky was satisfied with using this method and not using UV and was informed that it would be the most cost effective approach and is satisfactory for now. Councilor McPhetres asked if any fines had been received and was told that there were none to date because of the pro-active approach the City has taken. Councilor Selby inquired whether the plant would need to be expanded with 195+ new homes and anticipated commercial being added to the system and was advised that the planning was for now but that these matters were being reviewed and considered in the Master Plan currently being prepared. Councilor Delgado asked if the City had reached the maximum capacity of the original 3 MG/day capacity and was informed the plant was de-rated to a 2.5 MG/day capacity but that currently the City is treating approximately 1.8 MG/day with future growth being planned over the next 5 years. Vice Mayor Ramirez expressed the need to secure the plant so there are no serious problems with the system and was assured that while industrial growth was not originally designed for the system, efforts are underway to ensure that industrial growth will be treated properly in the future.

Vice Mayor Ramirez moved to approve the contract with Felix Construction for upgrade of the City's disinfection system at the WWTP as presented; seconded by Councilor Shapera. Motion carried unanimously (6/0).

- B. Public hearing, closure of Public Hearing, followed by Council's consideration and action on a request from Epic Worship Center for Conditional Use Permit (C.U.P.) to allow Religious Assembly in an Employment/Industry zoning district. (Development and Community Services)

ITEM TABLED ABOVE

- C. Consideration and action to amend the El Mirage Road and Recreation Facility budgets to offset City-paid bond cost of issuance fees. (Finance)

Finance Director Nilles presented and explained the need to amend the budgets noted.

Vice Mayor Ramirez moved to amend the respective budgets as presented; seconded by Councilor Delgado. Motion carried unanimously (6/0).

- D. Consideration and action to approve budget amendments to ensure that the project budgets and adopted budget match up after actual June 30 expenditures were available as outlined Exhibit "A" attached. (Finance)

Finance Director Nilles presented the need for the budgetary amendments relating to actual June 30, 2013 expenditures and identified this as an accounting exercise to properly reflect costs stating no monetary increase would result from this amendment.

Vice Mayor Ramirez moved to amend the project budgets as presented in Exhibit "A" (attached and made a part of these minutes); seconded by Councilor Shapera. Motion carried unanimously (6/0).

VI. CITY MANAGER SUMMARY OF CURRENT EVENTS

The City Council may not discuss or act upon any matter in the City Manager's summary unless the specific matter is properly noticed for legal action.

City Manager Dr. Isom introduced Surprise Regional Chamber of Commerce Chairman Ab Jackson. Mr. Jackson provided a brief Chamber update and invited all Council to the upcoming Networking Breakfast on December 10, 2013 to hear featured speaker Mark Coronado talk about the 2014 Spring Training season. Mr. Jackson also informed Council that the Chamber's new focus and direction would be advocacy and participation for all businesses and that new methods of engagement were being explored to provide more emphasis on businesses.

Dr. Isom asked Fire Chief Munding to report on the Fire Department's second Fire Academy. Chief Munding reported that the four-week program was broken into the following segments – 1) fire administration/budget/prevention, 2) a visit to the Regional Dispatch Center, 3) emergency medical services including CPR, and 4) operations with hands-on experience using fire extinguishers and fire hoses and participating in fire drills. He stated many positive comments were received from the participants who learned, first-hand, what goes on behind the scenes of a fire station.

Dr. Isom asked DCM Dobrosky and representatives from Parks & Sons to provide Council with a report on the most recent bulk trash pickup event. DCM Dobrosky presented a brief PowerPoint presentation showing statistics and pictures of the second event stating that changes were made from suggestions and comments learned on the first event. Representatives Sean Parks and Ryan Taylor commented on the improvements in operation from the first event and that the word was getting out to the residents with more people cooperating and participating.

He continued his report by reminding Council and inviting the public to attend two upcoming holiday traditions in El Mirage. The first is the Christmas Tree Lighting Ceremony which will be held Friday evening, December 6, 2013 from 5 – 9 PM at the El Mirage Civic Plaza. The second event is the 3rd Annual Christmas Pancake Breakfast that will be held Saturday, December 14th from 8 – 11 am at the El Mirage Fire Station which also helps support the El Mirage Firefighters Charity Association toy drive.

Dr. Isom concluded his report by introducing a City of El Mirage Water Department employee who has been training and fighting professionally as an MMA fighter for the past 7 years with a 20-7 record. Yaotzin Meza won his first UFC championship this past July and is currently training for his 28th fight coming up January 25, 2014. He was asked various questions by Council and thanked everyone for their interest in his endeavor.

VII. MAYOR’S COMMENTS and COUNCIL SUMMARY OF CURRENT EVENTS

Councilors McPhetres, Selby and Shapera all thanked Parks & Sons and DCM Dobrosky for the report on the successful bulk trash event and expressed kudos to the Parks & Sons drivers for their professional and exceptional execution of their jobs. Councilor McPhetres also thanked Surprise Chamber Chairman Ab Jackson for their new focus on businesses. Councilor Delgado informed Council that he would be handing over the Chairman’s gavel at the upcoming CDBG meeting on Wednesday, December 11, 2013. Mayor Mook stated the City is very proud of his service as Chairman on the CDBG Board and thanked him for skillfully representing the City on this regional committee. Vice Mayor Ramirez expressed how pleased he is with the beautiful drainage system nearing completion along El Mirage Road; the City is being cleaned up and he is proud to be a part of El Mirage moving forward.

VIII. ADJOURNMENT

Mayor Mook adjourned the meeting at 7:06 p.m.


Lana Mook, Mayor

ATTEST:


Sharon Antes, City Clerk

I hereby certify the foregoing minutes are a true and accurate record of the City of El Mirage Workshop and Regular Council Meeting held December 3, 2013 and a quorum was present.


Sharon Antes, City Clerk