

MINUTES
REGULAR WORKSESSION
CITY COUNCIL OF THE CITY OF YUMA, ARIZONA
YUMA CITY HALL
ONE CITY PLAZA, YUMA, ARIZONA
September 8, 2009
5:00 p.m.

CALL TO ORDER

Mayor Nelson called the City Council meeting to order, commenting on the League of Arizona Cities and Towns Annual Conference, which he and several other City officials attended last week.

Councilmembers Present: Shoop, Mendoza, Beeson, McClendon, Nicholls, Johnson and Mayor Nelson
Councilmembers Absent: none
Staffmembers Present: City Administrator, Mark Watson
Deputy City Administrator, Bob Stull
Director of Finance, Pat Wicks
Assistant Information Technology Director, Jim Morse
Director of Community Development, Laurie Lineberry
Building Official, Randy Crist
Various department heads or their representatives
City Clerk, Brigitta M. Kuiper

I. SUMMARY OF CURRENT EVENTS

Watson reminded the viewing public that the City Council will deliberate on the appointments to the Complete Census Counts Committee at tomorrow's Regular City Council Meeting; anyone who has not applied who would like to serve should contact the Mayor's Office immediately.

II. REGULAR CITY COUNCIL MEETING AGENDA OF SEPTEMBER 9, 2009

Agenda Item B.2: Special Event Liquor License - application by Knights of Columbus for fundraiser at Immaculate Conception Church/School

Shoop asked for a roll call vote on this item at tomorrow's meeting. **Beeson** asked for specifics about when the school day at Immaculate Conception is over. **Mayor Nelson**: The fundraiser is scheduled for a Saturday.

Resolution R2009-68: 2009 Tax Code Amendments

Nicholls asked for clarification on the strike/add revisions. **Wicks**: These amendments to the Model City Tax Code originate with the Model City Sales Tax Commission and represent updates to the Tax Code based on new legislation. The repetitive nature of the revisions is because the regulations apply in several sections of the Tax Code. In 2006, legislation was passed that eliminated sales taxes being charged on development fees. The proposed changes further clarify that elimination.

Request for Proposal (RFP)/Contract Award: Facility Control and Monitoring System Maintenance and Support – Millennium 3 Technologies, Tucson, Arizona

Beeson asked why a Yuma company could not compete successfully for this RFP. **Morse** explained that the facility control and monitoring is managed by software. Updates to the software are available only through an authorized vendor; no such vendor is located in Yuma.

Ordinance O2009-29: Zoning Code Text Amendment – 4-H and FFA Project Animals

McClendon asked whether there has been any progress on the issue. **Lineberry** explained staff is requesting a continuance because, although all of the parties have not been able to meet together at one time, staff has contacted each individually. However, based on everyone's input, there will need to be further individual contact.

McClendon opined that the regulations need to be formalized prior to the upcoming lettuce/produce season; 4H and FFA animals are soon to be distributed. The 4H and FFA organizations want resolution. The regulations should lean toward food safety, with the thought that 4H and FFA participants should conform to what the agriculture community needs.

Watson: The agenda item for tomorrow's meeting is simply for a continuation. The ordinance proper could be included on the agenda for the Regular City Council Meeting of September 16, 2009 at which time the City Council could decide if it is ready to move forward, as written. The ordinance, as written, was introduced on April 1, 2009. **Mayor Nelson:** As it stands right now, 4H and FFA animals are in violation of City regulations. O2009-29 would give 4H/FFA students the right to raise the animals. **Johnson** echoed McClendon's desire to protect the upcoming produce season; contamination would be devastating to Yuma's economy.

Lineberry: Two issues remain unresolved. 4H and FFA do not want the specified separation between animals and crops to apply only to their participants. They feel it should apply to all residents, such as people who walk their dogs. 4H and FFA want participants to have two lambs or goats, rather than just one, because having more than one quiets the animals. The City receives fewer than 10 animal noise complaints a year.

III. ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT) - 16TH STREET WIDENING PROJECT PUBLIC OUTREACH

Paul Patane, ADOT Yuma District Engineer, discussed the scope of the work that will be taking place at 16th Street; it will extend from approximately Maple Avenue to Yuma Palms Parkway. The street will be fully reconstructed with removal of all existing materials to the subgrade. The improvements will result in a widened street over the bridge – from 5 lanes to 7 lanes, new raised medians, lighting, traffic signal equipment and storm drain, as well as riverboat-themed artwork on the bridge. The work will begin mid-September and continue for 10 months, including some night activity and double shifts.

Access to the local businesses in the vicinity will be maintained during business hours. Because of the extent of the reconstruction, the contractor will need to work on one side or the other of the street, thus left turns from 16th Street will be prohibited. Right-in/right-out turning will be allowed. Most of the

businesses have multiple access points; however, during the final paving, some access points may be temporarily closed.

Patane: ADOT's outreach program is based on partnering with the City of Yuma. ADOT's Communication and Community Partnerships Division has hired a consultant to assist in informing the public. The focus of outreach efforts will be to maintain constant internal coordination of the project to provide consistent messages and comprehensive and responsive communication with the public. He outlined the following Open House schedule:

- Personal contact by consultant with businesses on August 20, 2009, inviting them to 1st Open House; will continue on weekly basis as needed.
 - Area access map and project brochures – available in print or electronically – for businesses to distribute to their customers
- Open House for businesses held on August 27, 2009; 14 attendees
- Additional Open Houses planned for November, 2009; and, January and March/April, 2010.
- Outreach to winter visitors
 - Initial visits by consultant to RV parks, libraries, City offices, visitor center, et cetera – planned for September 17, 2009
 - Print materials and posters to be distributed
- Weekly updates to be given to City
- Appearances with City personnel on radio and TV programs
- Newspaper articles and notices, as needed
- Project website (www.16thstreetwidening.com) and telephone hotline (1.877.397.5202) will be available and updated weekly
 - Web link to ADOT Yuma District website and City website

Patane asked that the City help ADOT enforce project signage. Arizona Revised Statutes prohibit advertising in a State right-of-way. Signs that name specific businesses are considered advertising. ADOT will be working with City staff and business owners to make sure everyone's interests are met.

Concerning project funding, **Patane** stated that of the \$12.8 million total project costs, ADOT's contribution is \$11.5 million, leaving the City to pay \$1.3 million. The bids were reasonable. He has asked that the State reimburse the City \$1 million, leaving the \$300,000 for contingencies. Any American Recovery and Reinvestment Act funds left over will be used for projects in the top 100 identified statewide; they will not be available for local priorities.

Beeson urged ADOT to minimize impacts of access closures to businesses and consider allowing directional signs purchased by the businesses to be placed near the construction. Perhaps the City could play a role in that. **Patane:** Closures will be decided once the project is underway. A local firm is doing the roadwork and will be looking for opportunities to minimize impacts. At this time there is no intention of enforcing double fines in the construction area. Increased police patrolling at the outset will help convince drivers that the signs will be enforced, but traffic control will be adjusted as needed. ADOT cannot purchase any descriptive signs with federal funds. ADOT will work with the City in this regard. Because of the width of construction, placement of the signs will be critical.

IV. COMMUNITY DEVELOPMENT SOFTWARE PROGRAM

Crist explained staff's proposal to implement new Community Development software known as EnerGov Solutions. Now is a good time to implement new tools to better manage processes in anticipation of renewed development activity once the economic slowdown is over. Highlights of his presentation follow:

- EnerGov Solutions: a web-based complete enterprise solution designed specifically for community development operations.
- Benefits:
 - Streamlined processes; greater accessibility of information internally; increased operational efficiency
 - Accurate tracking and streamlined departmental procedures
 - Foster community partnership: complete transparency between members of the development community and City's Community Development Department
 - 24/7 access to citizens/residents – effectively extends office hours
 - Enhanced plan review opportunities and reduced inspection turnaround time
 - Fully-integrated information sharing with all stakeholders in the review process – developers, property owners, Arizona Public Service, Southwest Gas, et cetera
- Core Modules – all modules fully integrated
 - Planning and Zoning
 - Processes too complicated for current HTE software to manage
 - Automated case review
 - Systematic tracking of hearing dates and deadlines
 - Auto generation of public notices to property owners
 - Auto linkage to related cases and plans under review
 - Accessible to project applicant/agent
 - Plan Review / E-Review
 - Automated workflow plan review
 - Comments/corrections available to applicant/agent in real time
 - Simultaneous review possible by many staffmembers
 - Transparent on-line access to design professionals
 - E-Review – allows electronic plan submittal
 - Permitting
 - Automated preparation and issuing of permits
 - User friendly – requires minimal training
 - Automated fee calculations for quick and accurate estimates
 - Data tracking for detailed reports
 - Quick and accurate data retrieval
 - Integrated with Geographic Information System (GIS) for quick and easy property identification
 - Reduced time at front counter for customers
 - MobileGov – Field Inspections
 - Electronic generation of re-inspections and fees
 - Printing of inspection detail
 - Assign and re-assign inspections in real time
 - Access to historical data – previous inspections/permits/parcel information
 - Predefined checklists

- Predefined pass/fail reasons and related Yuma City Code citations
- Access to code violations/ordinances
- Ability to print custom worksheets and reports in the field
- Ability to issue and print approvals, violations and stop work orders
- Real-time inspection results automatically distributed to applicant/agent
- Code Enforcement
 - Track and manage all activities on site
 - Easily provide compliance deadline reports
 - Integrate with inspections and licensing
 - Automate reminders and follow-ups
- Citizen Access Portal
 - 24/7 access to inspections, permitting, code enforcement and plan review
 - Status in real time
 - On-line permit application
 - On-line next-day inspection scheduling
 - GIS mapping and addressing availability
 - Automated permit status tracking
 - Interactive voice response system for customers preferring to communicate by telephone
- Stakeholder input – all supportive of new system
 - Discussions with construction professionals in the field
 - Meetings with Southwest Contractors Association
 - Discussion with Building and Residential Advisory Boards
 - Public portal demonstration – 40+ attendees

Discussion

- The program is very intuitive; however, the City's vendor will offer training on the software to development professionals.
- The software will cost \$425,000; what does that include?
 - All licensing, implementation, training, vendor travel – all one time costs
 - Ongoing maintenance will cost \$44,000 annually, which will be above and beyond the \$425,000.
 - The City currently pays \$20,000 to \$25,000 per year on its current software maintenance.
- Have these costs been included in the budget?
 - Bond funds will pay the initial costs; future maintenance costs will be budgeted in upcoming years.
 - Funds were originally intended to complete and furnish the third floor of the East Wing of City Hall; that is no longer necessary, with cutbacks in personnel and slowdown in development.
 - Will take a year to install all the modules; implementation represents the City making good on its promise to the local development community
- Savings – staff time, developer time
- Enhanced processes will attract developers and increase information available to all community
- Updates will be included in the initial cost during implementation
- Both systems will be utilized until the modules are fully implemented and any problems worked out; E-Gov is the only module that will be phased in after the others.
- Will the public's access to GIS be limited?
 - That is yet to be determined; full access is possible.

Bill DeNise, local builder, stated that the capabilities the software will provide local contractors and developers will be very beneficial.

V. CITY OF YUMA BOARDS, COMMISSIONS AND COMMITTEES

Mayor Nelson called attention to the fact that there are eight vacancies on various City boards, commissions and committees, not counting the Complete Census Counts Committee.

VI. ADDITIONAL ITEMS FOR POSSIBLE DISCUSSION - NONE

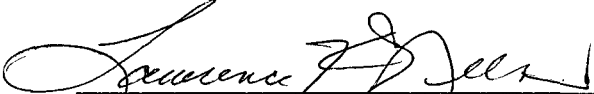
VII. ADJOURNMENT/EXECUTIVE SESSION

Motion (Shoop/Mendoza): To adjourn the meeting. Voice vote: **adopted** 7-0. The meeting adjourned at 6:10 p.m. No Executive Session was held.



Brigitta M. Kuiper, City Clerk

APPROVED:



Lawrence K. Nelson, Mayor

Approved at the City Council Meeting of:
10-7-2009
DEPUTY
City Clerk: L. Bushney