

Fiscal Year 2018-2019 City Council Work Plan – 3rd Quarter Update

Safe Community

1. HWY 88 and Superstition Blvd Roundabout – *COMPLETED*

Strategic Label: *Safe Community | Strong Infrastructure*

Description: Intergovernmental Agreement (IGA) with ADOT for installation and maintenance of roundabout at HWY 88 and Superstition Blvd was completed in 2017.

Status: Roundabout opened on August 20th.

Anticipated Council Interaction: 1st quarter

Department Assigned: Public Works

Quality of Life

2. Permanent Base Adjustment Initiative – *COMPLETED*

Strategic Label: *Quality of Life | Safe Community | Community Investment | Strong Infrastructure | World Class Governance*

Description: Provide council and residents with education and informative materials in preparation of bringing the permanent base adjustment to a vote to replace the home rule budget model.

Status: Proposition 423 passed by a 72%-28% margin on the August 28th election.

Anticipated Council Interaction: 1st Quarter

Department Assigned: City Management, Marketing and Communications, Finance and City Clerk (all departments)

3. Homelessness Efforts – *ONGOING* (from FY 17-18)

Strategic Label: *Quality of Life | Safe Community*

Description: The city convenes a monthly Homeless Coalition meeting. This coalition is made up of local organizations and city departments who have a vested interest in the homeless situation. The coalition was created in 2016 and conducts the annual federally mandated point in time count, coordinates the community resource center, and is currently completing an updated strategic plan which will assist with countywide homelessness coordination efforts. The group received the Public Partnership Desert Peaks Award from MAG in June of 2018 for the creation of the community resource center. This group was merged with the United Way lead Empowerment Group in 2018 to help coordinate other services including the Project Connect events, various community drives, and the Mayor's breakfasts.

Status: Staff continues to seek an alternate location to house the Community Resource Center and an organization to take over the coordination of this service. Staff continues to identify partners to assist with this effort and is currently hosting a group of 22 community organizations and members in the completion of a strategic plan. As a member of the Pinal County Continuum of Care effort, the city's strategic plan will be used on the county level to inform, advocate, and direct services for the homeless and those at risk. The city continues to encourage and recruit organizations to become administrators to the statewide Homeless Management Information System in order to provide accurate data collection and housing for those in need. Evictions within Apache Junction are

among the highest in the state. Therefore, additional state funding is being provided to CAHRA to help people stay in their homes. They have hired a new person and city staff has offered the front conference room two days per week for confidential counselling.

Anticipated Council Interaction: As needed

Department Assigned: Development Services

4. City-leased Bureau of Land Management Land – ONGOING (from FY 17-18)

Strategic Label: *Quality of Life / Community Investment / Strong Infrastructure*

Description: The city has benefited greatly from the recreation and public purpose leases that the city maintains with BLM. City councilmembers were desirous of information on the limitations on what can be done on these properties along with potential future options for courses of action to optimize usage. Several meetings have taken place in the past year to advance expired leases and explore other types of land uses and potential costs. Direction to staff on next steps will need to take place.

Status: BLM staff have finalized the renewal of our Multi-Use Trail System Recreation & Public Purpose Lease for another 25 years and they are in the process of renewing our Prospector Park lease and Rodeo Park lease with the option to explore other uses and potential future purchase. As of February 1st, BLM staff is finalizing our renewal and working on the next application steps for the necessary assessments and environmental studies to consider Patent and/or Purchase options for Prospector Park and the Rodeo Grounds. P&R Director, Econ Development Director, and City Manager met with BLM staff on March 6th to discuss additional areas in the downtown area. At this time, also received an update that they are almost done updating our land use modifications to Prospector Park and the Rodeo Grounds (moving the existing parking portion adjacent to the rodeo grounds from the Prospector Park lease, to the Rodeo Grounds lease) and should have our renewals shortly. We are simultaneously getting estimates on BLM appraisals and necessary cultural/environmental studies so that we can move forward on patent/purchase options as soon as our current leases are renewed. We send bi-monthly status inquiries to their office.

Anticipated Council Interaction: 2nd Quarter

Department Assigned: Parks and Recreation

5. Dog Park

Strategic Label: *Quality of Life / Community Investment*

Description: Two locations have been identified and master plans have been adopted in 2008; however, no funding source has been identified. Direct staff to research and identify funding sources as well as alternative concepts/locations to include market research on what other cities are providing.

Status: The City Council gave the above-mentioned direction at their August 7th, 2018 council meeting. Since that time, staff has begun compiling research and has introduced the topic at the September 5th Parks & Recreation Commission meeting and will be continuing the data gathering and community input gathering over the next several months. The Parks and Recreation Commission has held several meetings and explored all sites. The Commission voted on a site and this will be presented to Council in the 4th quarter.

Anticipated Council Interaction: 4th Quarter

Department Assigned: Parks & Recreation

6. Parks & Recreation Commercial Use Facility Fees

Strategic Label: Quality of Life / Community Investment

Description: With the development of Flatiron Park, which is a property on City-owned land, we have the opportunity to allow commercial uses (The MGC and City Complex Park is also on City land). Direction to staff is needed from Council on desires to change our policies/codes to allow for this type of use and to assess different types of fees, market city research, potential properties effected, etc.

Status: The Parks & Recreation Commission has made their recommendation for piloting commercial fees for the parks and recreation facilities which will be discussed at an upcoming council meeting. Staff will be bringing to Council at a spring meeting to discuss direction to staff.

Anticipated Council Interaction: 4th Quarter

Department Assigned: Parks & Recreation

Community Investment

7. Downtown Development – *ONGOING* (from FY 17-18)

Strategic Label: Community Investment

Description: With active recruitment efforts underway to attract users to downtown, there is potential to bring forth economic development agreements that may be required to help close the gap to bring projects to fruition.

Status: Staff continues to reach out to downtown landowners on this. Staff is also exploring how to maximize the recently created Federal Opportunity Zone designation assigned to part of the “Y” area.

Anticipated Council Interaction: As needed

Department Assigned: Economic Development

8. Community Development Corporation – *ONGOING* (from FY 17-18)

Strategic Label: Community Investment / Quality of Life / World Class Governance / Strong Infrastructure

Description: The Community Development Corporation completed a spring cleanup of the Sierra neighborhood south of Broadway Avenue, between Meridian and Delaware to 16th Ave on February 3rd, 2018 and is planning another event in the fall. Along with city staff, the CDC will take on more of the activities of the Strong Sustainable Communities (SSC) initiative. The program is intended to spur neighborhood revitalization, pride of community and community investment.

Status: The board is meeting monthly and just added two new board members however they are actively recruiting new board members as two members terms are up in June and will not return. The board is planning for its October 26, 2019 Make a Difference Day community event. The board members had a booth at the ladybug release event.

Anticipated Council Interaction: Once per year – activity report

Department Assigned: Development Services

9. 2020 Census Communication & Outreach

Strategic Label: Community Investment

Description: City staff will work on communication, planning and coordination with residents in preparation for the 2020 Census.

Status: Staff has begun forming a “complete count committee” and plans additional training in May.

Anticipated Council Interaction: As needed

Department Assigned: Marketing and Communications

10. Re-plastering Superstition Shadows Aquatic Center - *COMPLETED*

Strategic Label: *Community Investment*

Description: The aquatic center is due for routine capital facility maintenance of the two pools at the aquatic center. Council has approved this project in the Fiscal Year 18-19 budget.

Status: The RFP for this work has been sent out and bids will be opened and reviewed 10/24/18 and a recommendation will be made to council. Council approved the contract for this work and it is anticipated to be completed by the end of February. The work is complete and clean-up/prep of the site for April Pools Day is under way.

Anticipated Council Interaction: 2nd Quarter

Department Assigned: Parks & Recreation

11. Arizona State Land Sale – Brookfield Residential Arizona LLC’s Application

Strategic Label: *Community Investment*

Description: Brookfield Residential Arizona LLC submitted an application to purchase 8,500 acres of Arizona State Land in the City’s planning boundaries.

Status: This project will likely take a multi-year effort before a potential economic development agreement is possible.

Anticipated Council Interaction: 4th Quarter

Department Assigned: City Manager, City Attorney, Economic Development, Development Services, Public Works, Water District, Public Safety, and Sewer District.

Strong Infrastructure

12. Financial Management Software – *AGREEMENT COMPLETED*

Strategic Label: *Strong Infrastructure | World Class Governance*

Description: New financial management software system to replace outdated system. Additional phases planned to include replacing standalone software in departments for centralized and integrated ERP system.

Status: Agreement approved by city council on August 20th. Project planning sessions kick-off mid-October.

Anticipated Council Interaction: 1st Quarter

Department Assigned: City Management and Finance

13. Reconstruction of Winchester Rd – 16th Avenue to Southern Ave.

Strategic Label: *Strong Infrastructure*

Description: Curb, 2 driving lanes and center turn lane, 2 bike lanes, sidewalk on both sides, and storm sewer (storm sewer will be connected when channel south of Southern Ave is completed).

Status: Bids came in \$550,000 over estimate. Staff rejected bids then applied for and received \$696,761 in MAG closeout funds. Staff is reinitiating the bidding process and anticipate construction beginning this summer. Joint Project Agreement (JPA) amendment to Council in April 2019.

Anticipated Council Interaction: 4th Quarter

Department Assigned: Public Works

14. Reconstruction of Delaware Drive – Apache Trail to Superstition

Strategic Label: *Strong Infrastructure*

Description: Curb, 2 driving lanes, 2 bike lanes, sidewalk on west side, and storm sewer

Status: Project is under construction. Utility conflicts have hindered progress and staff expects to have those resolved shortly. West side is 95% complete and we expect to complete the entire project by July 2019.

Anticipated Council Interaction: 4th Quarter

Department Assigned: Public Works, Marketing and Communications

15. ~~Street Preservation of Ironwood – Lost Dutchman to McKellips~~ Reconstruction of Idaho – Lost Dutchman to McKellips **COMPLETED**

Strategic Label: *Strong Infrastructure*

Description: Mill and overlay.

Status: Reconstruction is complete

Anticipated Council Interaction: 2nd Quarter

Department Assigned: Public Works

16. Reconstruction of Main Drive – 1st Avenue to Broadway Avenue

Strategic Label: *Strong Infrastructure*

Description: CDBG grant to add sidewalk and curb.

Status: The project has been awarded. Expect construction to start in May 2019.

Anticipated Council Interaction: 3rd Quarter

Department Assigned: Public Works

17. Street Preservation – Crack Seal **COMPLETED**

Strategic Label: *Strong Infrastructure*

Description: Renaissance Pt, Az Grande, Ironwood Estates I & II, Cortez Ranch, and portions of Southern and Tomahawk.

Status: Work is complete. Staff will begin their crack seal project in March or April.

Anticipated Council Interaction: 2nd Quarter

Department Assigned: Public Works

18. Street Preservation of Apache Trail – Meridian to Idaho - *COMPLETED*

Strategic Label: *Strong Infrastructure*

Description: Crack seal, fog seal and striping. .2% road tax funded project.

Status: Completed.

Anticipated Council Interaction: 4th Quarter

Department Assigned: Public Works

19. Street Preservation of Tomahawk – Old West Highway to Southern and Baseline to US60

Strategic Label: *Strong Infrastructure*

Description: OWH to Southern – Slurry seal Baseline to US60 – mill and overlay interior lanes and slurry seal full width. .2% road tax funded project.

Status: Interior lane has been overlaid. Slurry seal will be completed in the Spring.

Anticipated Council Interaction: 4th Quarter

Department Assigned: Public Works

20. ~~Street Preservation of Old West Highway – Idaho to US60~~ *Moved to FY2019/20*

Strategic Label: *Strong Infrastructure*

Description: Slurry Seal. .2% road tax funded project.

Status: Project priorities shifted and Old West Highway project will be delayed until FY 2019-2020 so funding can be used for the Idaho Road project (see #15) since grant funding for bike and pedestrian improvements was received for Idaho Road.

Anticipated Council Interaction: 4th Quarter

Department Assigned: Public Works

21. Development Fee Ordinance Update and Infrastructure Improvement Plan Update

Strategic Label: *Strong Infrastructure*

Description: The city must update the Infrastructure Improvement Plan (IIP) every five years by state law. Volume II, Chapter 7 may also need revisions as part of this process. Chapter 7 of the Land Development Code is the mechanism to implement the IIP.

Status: Carson Bise of Tischler-Bise presented the draft Infrastructure Improvements plan on April 16th, 2019 at a public hearing. Adoption of the Development Fee study is scheduled for May 21st and on July 2nd final adoption option of the Development Fee Ordinance amendments in Volume II, Chapter 7 amendments will take place on August 6th.

Anticipated Council Interaction: 4th Quarter

Department Assigned: Development Services

World Class Governance

22. Liquor License Application Process and Related Fees – Code update – **ONGOING** (from FY 17-18)

Strategic Label: *World Class Governance*

Description: As directed by council on May 2, 2017, amendments to Apache Junction City Code regarding a possible local liquor license application process and related fees.

Status: Deputy City Clerk position has been filled and will be working on this in the near future.

Anticipated Council Interaction: 4th Quarter

Department Assigned: City Clerk

23. Zoning Ordinance Update (Miscellaneous amendments, Sign Regulations, Wireless Code & Group Home Regulations) – **ONGOING** (from FY 17-18)

Strategic Label: *World Class Governance*

Description: Modifications to Volume II, Chapter 1, Zoning Ordinance are being recommended to comply with recent court rulings on sign regulations and group home regulations. Staff presented the draft sign code revisions to the Planning and Zoning Commission in September of 2017 and presented the first draft of the Group Home revisions (1-6-10) on October 10.

Status: Items 23 and 24 have been combined. As staff was completing the Property Maintenance Code update, the Building Permit Fee code update, the adoption of the 2018 ICC Building Codes, the adoption of the Active Transportation Plan, soliciting a consultant for the Development Fee updates, and starting the General Plan update, the zoning code and wireless code update is being moved out until these other items are completed.

Anticipated Council Interaction: 2nd Quarter

Department Assigned: Development Services

24. Building Codes – Code Update – **ONGOING** (from FY 17-18)

Strategic Label: *World Class Governance*

Description: The city's building codes have not been updated since 2006 and many cities have updated to the 2012 version and the city staff is recommending adopting the 2015 edition.

Status: The city has held two work session, the most recent one on April 15th and is expected to adopt the 2018 codes on May 7th.

Anticipated Council Interaction: 4th Quarter

Department Assigned: Development Services

25. Building Permit Fees - Code Update – **COMPLETED**

Strategic Label: *World Class Governance*

Description: The city fee schedule for various building permits has not been updated since 2006, the last time the building code was amended and adopted.

Status: Staff presented draft fees to city council at two work sessions and council directed staff to post on the city website for 60 days with further council action at a work session on March 18 and a public hearing and possible adoption on March 19, 2019.

Anticipated Council Interaction: 2nd Quarter

Department Assigned: Development Services

26. City Code Chapter 9: Health and Sanitation Regulations Update – *COMPLETED*

Strategic Label: *World Class Governance / Quality of Life*

Description: In February 2017 council directed staff to research potential enhancements to the city's property maintenance code, including items such as mandatory trash collection, that was adopted in 2006. Code staff has developed a standard operating procedure to assist in implementing current code.

Status: Council adopted the changes to the ordinance in December with implementation to begin April 1, 2019.

Anticipated Council Interaction: 2nd Quarter

Department Assigned: Development Services

27. Solid Waste and Recycling Ordinance – Health and Sanitation Code Update – *ONGOING* (from FY 17-18)

Strategic Label: *World Class Governance / Quality of Life*

Description: The City conducted a peer analysis of the city's nine peer comparator cities and seven of the nine cities require mandatory solid waste and recycling collection for residential properties. City staff presented the ASU white paper to the city council at a work session on June 5, 2017. Direction to staff to prepare a draft Request for Proposals was approved in May of 2018 to have the staff bring back an RFP by the end of 2018 or early 2019.

Status: The RFP will go to Council in early May. The committee will continue to work on code changes over the next two months.

Anticipated Council Interaction: 4th Quarter

Department Assigned: Public Works, City Management

28. Fleet Purchasing Options *COMPLETED*

Strategic Label: *World Class Governance*

Description: Prepare a 10-year replacement plan for the city fleet and identify a consistent budget number that can be utilized for general fund as well as HURF for the foreseeable future. Allows Finance and City Manager's to plan without a large swing in budget requests.

Status: 5-year plan is complete. Initial budget numbers show annual budget request will be approximately \$350,000 from General Fund and \$215,000 from HURF funds. The plan will utilize the pool and reduce fleet by 14-17 vehicles.

Anticipated Council Interaction: 3rd Quarter

Department Assigned: Public Works

29. Pension Policy Statement

Strategic Label: *World Class Governance*

Description: 2018 Legislative passing of HB2097 which requires every governing body of a plan under PSPRS to pass a Pension Funding Policy and publish it on it's website by July 1, 2019.

Status: Staff is researching requirements.

Anticipated Council Interaction: 4th Quarter

Department Assigned: Finance

30. 2019 Personnel Rules

Strategic Label: *World Class Governance*

Description: Document that provides a uniform system of personnel administration for the City of Apache Junction. Staff seeks to update document on a biannual basis.

Status: Staff is reviewing current rules that may be updated.

Anticipated Council Interaction: 4th Quarter

Department Assigned: Human Resources

31. Council Chamber HD Conversion - **COMPLETED**

Strategic Label: *World Class Governance*

Description: Update the council chamber's AV technology by transitioning to 16x9 HD signal an image format, improve vendor media integration and improve staff access and control.

Status: Purchasing is complete. Delivery of the 98" monitor and installation was completed in November 2018.

Anticipated Council Interaction: 2nd Quarter

Department Assigned: Marketing and Communications and IT

32. Website Remodel

Strategic Label: *World Class Governance*

Description: Update the website to a completely mobile-first service. Though this doesn't necessitate a change of vendor, staff may entertain other third parties.

Status: We are largely still in research mode. Will need guidance on whether to go out to bid or seek a refresh and possible contract with current provider. Staff had a conference call with Civic Plus on 4/23 to review the past years activities and review refresh options and cost.

Anticipated Council Interaction: 4th Quarter

Department Assigned: Marketing and Communications and IT

33. City Code Chapter 14: Cable Television Revisions

Strategic Label: *World Class Governance*

Description: With the passage of video and cable services legislation, SB 1140, in the 2018 Arizona State Legislative Session, changes to the City Code are required by July 1, 2019. The new law forbids the city from requiring a service or other fee or tax, a local office, build-out of an institutional network, line extension, infrastructure timing, equipment and facilities.

Status: Staff is researching.

Anticipated Council Interaction: 4th Quarter

Department Assigned: City Attorney, City Manager, Public Works, Development Services, Marketing and Communications

34. City Council Electronic Agenda Packets - **COMPLETED**

Strategic Label: *World Class Governance*

Description: Transition city council to electronic agenda packets to eliminate voluminous paper packets and reduce staff time required for meeting preparation. Hardcopy agendas will still be made available to the public.

Status: Council and the city attorney have been equipped with iPads and are using electronic agenda packets.

Anticipated Council Interaction: 2nd Quarter

Department Assigned: City Manager, City Clerk, and City Attorney.

35. City Boards and Commissions Meetings – Uniformity, Transparency and Process Improvements - **COMPLETED**

Strategic Label: *World Class Governance*

Description: Transition city council and city's boards and commissions to action meeting minutes since meeting videos are available for more in-depth detail, all governing bodies will hold meetings in the city council chambers, when possible, for audio/video recording and utilize Granicus/Legistar for meeting agendas and meeting minutes.

Status: Boards and commissions are meeting in the city council chambers where meetings are being recorded. Council and boards and commissions have transitioned to action meeting minutes.

Anticipated Council Interaction: 2nd Quarter

Department Assigned: City Manager, City Clerk, Parks and Recreation, Library, Development Services, Water District.

36. Utility Vote in ~~2020~~ 2022

Strategic Label: *World Class Governance*

Description: Staff will hold preliminary discussions and begin necessary preparation to bring forth the question of whether city residents wish for the city to get into the utility business on the fall 2020 election ballot.

Status: With the Prop 423 approval, the city is better equipped to get into the utility business for its residents should they want that. The utility vote will be considered by council for the August 2022 election.

Anticipated Council Interaction: 4th Quarter

Department Assigned: City Manager, City Attorney, City Clerk

37. Contract for Economic Development services with Greater Phoenix Economic Council - **COMPLETED**

Strategic Label: *World Class Governance*

Description: Request for contract approval to continue with GPEC for Economic Development services.

Status: Agreement was approved at the July 17th Council Meeting. CM Struble was appointed to the board.

Anticipated Council Interaction: 1st Quarter

Department Assigned: Economic Development

38. City Public Records Request Process Update

Strategic Label: *World Class Governance*

Description: Staff will review forms, fees, and current public records request process and make recommendations for council consideration for applicable city code changes to provide for a new fee structure and enhanced process.

Status: Deputy city clerk position was filled and will be working on this soon.

Anticipated Council Interaction: 4th Quarter

Department Assigned: City Clerk

39. City Code Chapter 8: Mobile Food Vendors Revisions – Food Trucks

Strategic Label: *World Class Governance*

Description: With the passage of food truck legislation, HB 2371, in the 2018 Arizona State Legislative Session, changes to the City Code are required.

Status: Staff is working with the League and researching necessary changes.

Anticipated Council Interaction: 2nd Quarter

Department Assigned: City Clerk

40. City Code Chapter 8: Business License Code Changes

Strategic Label: *World Class Governance*

Description: Staff will correct clerical inconsistencies and make needed revisions to Chapter 8 that have surfaced during implementation of the 2017 business license code changes.

Status: Deputy city clerk position was filled and will be working on this soon.

Anticipated Council Interaction: 4th Quarter

Department Assigned: City Clerk