

Chair
Jason Beck
Mayor

Councilmember
Jon Edwards
Willow District

Councilmember
Bill Patena
Ironwood District

Council Boards and Commissions Subcommittee Meeting Notice & Agenda

Tuesday, December 10, 2024
Pine Conference Room
8401 West Monroe Street
Peoria, AZ 85345



Regular Meeting 5:30 PM

Convene
Roll Call
Final Call to Submit Speaker Request Forms

NOTE: The City of Peoria Boards and Commissions may go into Executive Session at any time during this meeting pursuant to A.R.S. 38-431.03(A)(2) for the purpose of discussion or consideration of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained confidential by state or federal law, and pursuant to A.R.S. 38-431.03(A)(3) for the purpose of discussion or consultation for legal advice with the attorney or attorneys of the public body.

Consent Agenda

CONSENT AGENDA: All items listed on the Consent Agenda are considered to be routine or have been previously reviewed by the Council Subcommittee, and will be enacted by one motion. There will be no separate discussion of these items unless a Subcommittee member so requests; in which event the item will be removed from the General Order of Business, and considered in its normal sequence on the Agenda.

Consent

1 C. Minutes

Discussion and possible action to approve the November 12, 2024 Boards and Commissions Subcommittee Meeting minutes.

Regular Agenda

New Business

2 R. Board and Commission Interviews

Conduct candidate interviews for possible appointment recommendations for:

- (a) Citizens Commission on Salaries for Elected City Officials
- (b) Employee Benefits Trust Board
- (c) Parks and Recreation Board

3 R. Youth Advisory Board Work Plan Review

Discussion and possible action to approve the proposed work plan of the Youth Advisory Board.

4 R. Authorization to Hold an Executive Session

Discussion and possible action to authorize the holding of an Executive Session pursuant to A.R.S. 38-431.03 (A)(1) through (3), for the purpose of discussions regarding:

- (a) Citizens Commission on Salaries for Elected City Officials
- (b) Employee Benefits Trust Board
- (c) Parks and Recreation Board

Executive Session

Ironwood Conference Room, City Hall

Under the provisions of A.R.S. 38-431.02 there will be a **CLOSED EXECUTIVE SESSION**.

Executive Session

5. Pursuant to A.R.S. 38-431.03 (A) (1) through (3), the Subcommittee may convene in Executive Session, which will not be open to the public, for the purpose of discussion or consideration of appointments (A.R.S. 38-431.03(A)(1)); or discussion or consideration of records exempt by law from public inspection (A.R.S. 38-431.03(A)(2)); or discussion or consultation for legal advice with the attorney or attorneys of the public body (A.R.S. 38-431.03(A)(3)) regarding board or commission member vacancies on the following:

- (a) Citizens Commission on Salaries for Elected City Officials
- (b) Employee Benefits Trust Board
- (c) Parks and Recreation Board

Only those persons who are:

- Members of the Public Body, or
- Officers of the City that are required to attend, or
- Those individuals whose presence is reasonably necessary for the Public Body to carry out its Executive Session responsibilities as determined by the City Attorney may be present during the Executive Session.

All persons who remain present during the Executive Session are reminded that the business conducted in Executive Session, including all discussion taking place herein, is confidential and may not be disclosed to any person, except as permitted by law.

New Business - Continued

6 R. Board and Commission Vacancies

Discussion and possible action to make appointment/reappointment recommendations, schedule interviews for, or recruit for the:

- (a) Citizens Commission on Salaries for Elected City Officials
- (b) Employee Benefits Trust Board
- (c) Parks and Recreation Board

Call To The Public (Non-Agenda Items)

If you wish to address the Council Subcommittee, please complete a Speaker Request Form and return it to the clerk before the call to order for this meeting. The Council Subcommittee is not authorized by state law to discuss or take action on any issue raised by public comment until a later meeting.

Updates from Staff:

City Staff will update the Council Boards and Commissions Subcommittee on the status of relevant events and activities, including, but not limited to, updates on programming, special events, calendars and upcoming meetings. These items are for information only - no action will be taken.

Council Boards and Commissions Updates and Report of Current Events:

Council Boards and Commissions Subcommittee members will give updates on relevant events and activities they have attended since the last meeting. These items are for information only - no action will be taken.

Adjournment

NOTE: Documentation (if any) for items listed on the Agenda is available for public inspection, a minimum of 24 hours prior to the Council Subcommittee meeting, at any time during regular business hours in the Office of the City Clerk, 8401 W. Monroe Street, Room 150, Peoria, AZ 85345.

Accommodations for Individuals with Disabilities. *Alternative format materials, sign language interpretation and assistive listening devices are available upon 72 hours advance notice through the Office of the City Clerk, 8401 West Monroe Street, Peoria, Arizona 85345 - Phone: (623) 773-7340 or FAX (623) 773-7304. To the extent possible, additional reasonable accommodations will be made available within the time constraints of the request. The City has a TDD line where accommodations may be requested at: (623) 773-7221.*

Public Notice

In addition to the Council Subcommittee members noted above, one or more members of the Peoria City Council or various other Boards and Commissions may be present to observe the Council Subcommittee meeting as noticed on this agenda.

**COUNCIL BOARDS AND COMMISSIONS
SUBCOMMITTEE COMMUNICATION**

Agenda Item: 1C.

Date Prepared: 11/18/2024

Council Meeting Date: 12/10/2024

TO: Council Boards and Commissions Subcommittee

SUBJECT: Minutes

Narrative:

Staff Recommendation:

Discussion and possible action to approve the November 12, 2024 Boards and Commissions Subcommittee Meeting minutes.

ATTACHMENTS:

11-20-24 Minutes

**CITY OF PEORIA, ARIZONA
PINE CONFERENCE ROOM
November 12, 2024**

A **Regular Meeting** of the **Council Boards and Commissions Subcommittee** of the City of Peoria, Arizona, was convened by Subcommittee in an open and public session at 8401 W. Monroe Street, Peoria, Arizona on November 12, 2024 at 5:32 p.m.

Members Present: Member Patena and Subcommittee Member Edwards.

Members Absent: Subcommittee Chair Beck.

Other Municipal Officials Present: Chris Calcaterra, Parks and Recreation Director; Christine Nickel, Human Resources Director; Marylou Stephens, Arts, Culture and Library Director; Daniel Murillo, Council Assistant; Kevin Burke, Deputy City Manager; Emily Jurmu, City Attorney; Jill Boltz, Deputy City Clerk; and Kyana Hayes, City Clerk Specialist.

Note: The order in which items appear in the minutes is not necessarily the order in which they were discussed in the meeting.

CONSENT AGENDA

1 C. Minutes

Approved the minutes of the October 8, 2024 Council Boards and Commissions Subcommittee meeting as part of the consent agenda.

Motion was made by Subcommittee Member Patena, seconded by Subcommittee Member Edwards, to approve the consent agenda.

Upon vote, the motion carried unanimously 2-0.

REGULAR AGENDA

NEW BUSINESS

2 R. Board and Commission Interviews

The Subcommittee interviewed Jayme Williams and Maria Marcella Ortiz for possible appointment to the Arts and Culture Commission.

The Subcommittee interviewed Amanda Peters for possible appointment to the Historic Preservation Commission.

The Subcommittee interviewed Kim Bushong, Scott Duke, and Steven Gilmore for possible appointment to the Veterans Board.

3 R. Authorization to Hold an Executive Session

Motion was made by Subcommittee Member Patena, seconded by Subcommittee Member Edwards, to authorize the holding of an Executive Session pursuant to A.R.S. 38-431.03 (A)(1) through (3), for the purpose of discussions regarding:

- (a) Arts and Culture Commission
- (b) Personnel Board
- (c) Historic Preservation Commission
- (d) Veterans Memorial Board

Upon vote, the motion carried unanimously, 2-0.

Subcommittee Chair Beck recessed the meeting to go into Executive Session at 6:29 p.m.

EXECUTIVE SESSION

- 4. Pursuant to A.R.S. 38-431.03 (A)(1) through (3), an Executive Session was convened for the purpose of discussion or consideration of appointments; or discussion or consideration of records exempt by law from public inspections; or discussion or consultation for legal advice with the attorney or attorneys of the public body regarding board or commission member vacancies on the following:**

- (a) Arts and Culture Commission
- (b) Personnel Board
- (c) Historic Preservation Commission
- (d) Veterans Memorial Board

Subcommittee Chair Beck reconvened the meeting in an open and public session at 7:13 p.m.

NEW BUSINESS – CONTINUED

5 R. Board and Commission Vacancies

Discussion and possible action to appoint, reappoint, schedule interviews for, or recruit for the following board and commission vacancies:

- (a) Arts and Culture Commission
- (b) Historic Preservation Commission
- (c) Personnel Board
- (d) Veterans Memorial Board

A motion was made by Subcommittee Member Patena and seconded by Subcommittee Member Edwards to:

Arts and Culture Commission

Appoint Jayme Williams as a regular member to the Arts and Culture Commission with a term to expire December 31, 2026,

Historic Preservation Commission

Appoint Amanda Peters as a regular member to the Historic Preservation Commission with a term to expire December 31, 2026, and

Veterans Board

Reappoint Richard Dobson and appoint Scott Duke as regular members to the Veterans Board with terms to expire June 30, 2025 and December 31, 2026, respectively.

Upon vote, the motion carried unanimously 2-0.

6 R. Parks and Recreation Work Plan Review

Christine Paz, Chair, and Chris Calcaterra, Parks and Recreation Director, presented on the 2024/25 Parks and Recreation work plan which included the following information:

- Mission and objectives,
- 2024/25 accomplishments, and
- 2024/25 Goals

Motion was made by Subcommittee Member Patena, seconded by Subcommittee Member Edwards to approve the Parks and Recreation Work Plan.

Upon vote, the motion carried unanimously, 2-0.

Call to the Public (Non-Agenda Items): None.

Updates from Staff: None.

Reports from Subcommittee: None.

ADJOURNMENT:

There being no further business to come before the Subcommittee, the meeting was duly adjourned at approximately 7:14 p.m.

**COUNCIL BOARDS AND COMMISSIONS
SUBCOMMITTEE COMMUNICATION**

Agenda Item: 2R.

Date Prepared: 11/18/2024

Council Meeting Date: 12/10/2024

TO: Council Boards and Commissions Subcommittee

SUBJECT: Board and Commission Interviews

Staff Recommendation:

Conduct candidate interviews for possible appointment recommendations for:

- (a) Citizens Commission on Salaries for Elected City Officials
- (b) Employee Benefits Trust Board
- (c) Parks and Recreation Board

ATTACHMENTS:

12102024 Interviews

CITIZENS COMMISSION ON SALARIES FOR ELECTED CITY OFFICIALS – Residency Requirement

Authority: City Code, Chapter 3, Sections 3-13 and 3-14
Members: 5
Duties: This Commission conducts a review, every two years, of compensation provided to Mayor and City Council. The Review shall be made for the purpose of recommending adjustments to pay levels to the duties and responsibilities of the positions. The recommendations of the Commission as to salaries must be submitted to the City Clerk, every four years and prior to the primary election.
Liaison: Christine Nickel / Human Resources

CURRENT MEMBERS

Vacant
Reappointment

Name	District	Special Criteria	Appointed	Reappt'd	Reappt'd	Reappt'd	Reappt'd	Expiration
Evans, Joan	Ironwood		2/18/2014	2/1/2022	12/13/2023			12/31/2025
Huff, Christina	Palo Verde		4/16/2019	10/6/2020				12/31/2024
Jaegge, Julie	Ironwood		6/6/2023					6/30/2025
Sanabria, Ginger	Willow		2/1/2022	12/13/2023				6/30/2025
VACANT (was Webber)	Acacia							12/31/2025

12/10/2024 NEW APPOINTMENT INTERVIEWS:

- Giovanni Gutierrez

CITIZENS COMMISSION ON SALARIES FOR ELECTED OFFICIALS - NEW APPOINTMENT INTERVIEWS

Name	District	Qualities/Qualifications Summary
Gutierrez, Giovanni	Acacia	Interest: Gain exposure to serving on a city board and to learn how to make an impact for the City Of Peoria. Qualifications: Finance background so experience in budget review and forecasting how a budget will grow/shrink. Hopeful to apply that in the position to help forecast any salary recommendations. Characteristics: Willingness to assist in terms of accomplishing a Unified goal and being flexible to what needs to be completed. Experience: Finance/accounting background and worked as an intern for the state of Utah for the state auditors office. Biggest Challenge to Commission Members: Attempting to agree on what the goal is and maximizing each members unique experience to accomplish it's commission goal.

EMPLOYEE BENEFITS TRUST BOARD – Residency Requirement w/ Exceptions

Authority: City Code, Chapter 3, Sections 3-21 and 3-22

Members: 5

- Residents of the City (Up to 4)
- Chief Financial Officer of the City or designee (not required to be a resident of the City)
- All trustees must be bonded.

Duties: The Trustees serving on the Employee Benefits Trust Board oversee the management and administration of the Trust and have fiduciary responsibility for the Trust. The purpose of the Trust is to determine the worker's compensation, health, welfare, and related benefit programs offered by the City in accordance with the provisions of Arizona Law and to authorize the management, funding and administration of the fund for direct payment of benefits, losses, claims, or any combination of insurance direct payments for the benefit of Participants and Beneficiaries, in accordance with the Plan.

Liaison: Christine Nickel / Human Resources

CURRENT MEMBERS

Vacant
Reappointment

Name	District	Special Criteria	Appointed	Reappt'd	Reappt'd	Reappt'd	Reappt'd	Expiration
Briggs, Will	Mesquite		10/4/2016	11/13/2018	9/13/2022			12/31/2024
Kindell, Sean	N/A	Chief Financial Officer for the City of Peoria	5/18/2021					
Dines, Keith	Palo Verde		6/1/2009	7/1/2010	5/3/2016	5/5/2020	5/28/2024	6/30/2026
Ostrander, Colleen	Willow		11/1/2022	8/20/2024				6/30/2026
Roy, Deborah	Ironwood		2/6/2024					12/31/2025

12/10/2024 NEW APPOINTMENT INTERVIEWS:

- David Neisen

EMPLOYEE BENEFITS TRUST BOARD - NEW APPOINTMENT INTERVIEWS

Name	District	Qualification Summary
Neisen, David	Mesquite	Interest: I have been involved in the health and welfare benefits plans administration at PetSmart for the last 8 years, with direct responsibility for them for 5 of the last 8 years. With experience overseeing plans that serve 55,000 employees across the US, Canada, Puerto Rico, and Asia, with over \$160million in spend, I think I can offer good insight to Peoria employees covered by these plans. In doing so, I hope to make more and better connections in the community, and show my own children the value of volunteerism in the communities where we live. Qualifications: 8 years experience on the PetSmart 401k Administrative committee, with responsibility for overseeing both the record-keeper and fiduciary relationships in a \$400+ million plan. 3+ years experience as a non-voting member of PetSmart's Compensation and Benefits Committee. 5 years experience leading the self-funded benefits function for a 55,000 employee organization, managing brokers, actuaries, providers, procurement processes, and education campaigns. Characteristics of a productive member: I believe a strong understanding of self-funded plans is important, but so is a sense of inquiry guided by humility. Seeking to understand, by asking thoughtful questions, should lead to productive conversation. Priorities of the board: Monitoring population health data, to ensure plans, providers, and offerings meet the needs of the employees the plans are built to serve. This should be accomplished with a sense of stewardship around the costs associated with large benefits plans. Biggest challenge: Inflation in health care costs is certainly a challenge; beyond that, the demographics of the plan participants, and population health trends, should be top of mind.

PARKS AND RECREATION BOARD – Residency Required

Authority: City Code, Chapter 3, Sections 3-6 and 3-31 and 3-32

Members: 7

- Individual with a specific interest in parks, trails and recreation services and facilities (4)
- Individual with a specific interest in bettering the City with Parks and Recreations (3)

Duties: The Board develops advisory recommendations for recreational facilities and services, renders advisory opinions on grant applications, licenses and permits for recreational facilities. The Board also renders advisory opinions on matters relating to operating hours, amounts to be charged for overdue books, library programs, and promotion of library services.

Liaison: Chris Calcaterra / Parks, Recreation and Community Facilities

Vacant
Reappointment

CURRENT MEMBERS

Name	District	Special Criteria	Appointed	Reappt'd	Reappt'd	Reappt'd	Reappt'd	Expiration
Graves, Matt	Ironwood	Interest in Parks, Trails and Rec Services and Facilities	3/2/2021	8/23/2022	8/20/2024			6/30/2026
Vacant (Johnson, Jerry)	Ironwood	Interest in City Parks & Rec Services						6/30/2024
Parafinik, Aminda	Willow	Interest in Parks, Trails and Rec Services and Facilities	8/17/2021	12/12/2023				6/30/2025
Paz, Christine	Willow	Interest in City Parks & Rec Services	11/15/2022	11/19/2024				12/31/2026
Raftery, Sonia	Acacia	Interest in City Parks & Rec Services	11/15/2022	12/12/2023				6/30/2025
Romijn, Katrina	Ironwood	Interest in parks, trails and Rec Services and Facilities	11/12/2019	8/17/2021	12/12/2023			12/31/2025
Taylor, Brent	Mesquite	Interest in Parks, Trails and Rec Services and Facilities	11/12/2019	8/18/2020	7/11/2024			6/30/2026

12/10/2024 NEW APPOINTMENT INTERVIEWS:

- Donald Good

PARKS AND RECREATION BOARD - NEW APPOINTMENT INTERVIEWS

Name	District	Qualification Summary
Good, Donald	Mesquite	Interest: I get to use and appreciate the Parks and trails in Peoria. I am pleased by Peoria's desire for access into the beauty of our natural surroundings and maintain and improve them for all our citizens. I find it particularly novel that the operation Peoria Sports Complex falls under the supervision of The Parks, Recreation and Community. Such a unique opportunity to welcome citizens and visitors alike into an entertaining, multi-purpose venue. It would be my hope to bring my appreciation and past career experience in facility maintenance and management to help others enjoy the activities I do and serve our historic, diverse and growing City. Membership: (o) Individual with a specific interest in the City's parks, trails, and recreation services and facilities (2) Experience: I am turning 70 this year and still have some gas in my tank. I retired with 38 years of service at Abbott Laboratories in Lake Co, Illinois in 2012. My career spanned my entire work life and prepared me to advance from an entry level position as a set up mechanic on assembly lines to front line supervision of plant maintenance, ultimately to facility management where I managed 1MM+ square footage of research, manufacturing, executive, administrative, childcare facilities, welcome centers and grounds. I held Certificates in Plant Maintenance Management, Project Management and Facility Management, a member of the International Facility Management Association. I have worked alongside Finance, Employee Relations, Security, Housekeeping, Cafeteria, Fire, Employee Health and Grounds to provide a safe, accessible, productive and employee and visitor friendly Abbott Headquarters. I have past experience with ISO and Sustainability and carrying out the goals of a world class pharmaceutical company. My wife and I raised three wonderful children. I decided my time priorities and committed should match my family's needs and interests. I have coached youth sports leagues, served at our churches and volunteered on school boards and at civic events. My heart is for the poor, the widow, the single parent, orphans and immigrants - all people who gain so much from access to public spaces and rewarding experiences in relationships, education, culture and recreation. Participation in programs: I hike as much as possible to maintain fitness. My "go to" trail is Calderwood Butte because it is a mile from my Tierra Del Rio home. I am encouraged by new directional signage on this trail and envision improved access from the south and also ways to promote and extend the Maricopa Trail. My wife Sandy is a "flatlander", so Paloma Park is perfect for a walk together. I venture off road on my bike there as well. I reserve Wednesday mornings frequently for the West Wing and Sunrise Trails. I volunteer with The Peoria Diamond Club serving at Spring Training and community functions. I am aware of the Rio Vista Rec Center and the New River and Skunk River Trails, however my medical insurance covers my membership at Lifetime and I'm in close vicinity to neighborhood trails.

**COUNCIL BOARDS AND COMMISSIONS
SUBCOMMITTEE COMMUNICATION**

Agenda Item: 3R.

Date Prepared: 11/18/2024

Council Meeting Date: 12/10/2024

TO: Council Boards and Commissions Subcommittee

SUBJECT: Youth Advisory Board Work Plan Review

Staff Recommendation:

Discussion and possible action to approve the proposed work plan of the Youth Advisory Board.

**COUNCIL BOARDS AND COMMISSIONS
SUBCOMMITTEE COMMUNICATION**

Agenda Item: 6R.

Date Prepared: 11/18/2024

Council Meeting Date: 12/10/2024

TO: Council Boards and Commissions Subcommittee

SUBJECT: Board and Commission Vacancies

Staff Recommendation:

Discussion and possible action to make appointment/reappointment recommendations, schedule interviews for, or recruit for the:

- (a) Citizens Commission on Salaries for Elected City Officials
- (b) Employee Benefits Trust Board
- (c) Parks and Recreation Board

ATTACHMENTS:

12102024 Vacancies

CITIZENS COMMISSION ON SALARIES FOR ELECTED CITY OFFICIALS – Residency Requirement

Authority: City Code, Chapter 3, Sections 3-13 and 3-14
Members: 5
Duties: This Commission conducts a review, every two years, of compensation provided to Mayor and City Council. The Review shall be made for the purpose of recommending adjustments to pay levels to the duties and responsibilities of the positions. The recommendations of the Commission as to salaries must be submitted to the City Clerk, every four years and prior to the primary election.
Liaison: Christine Nickel / Human Resources

CURRENT MEMBERS

Vacant
Reappointment

Name	District	Special Criteria	Appointed	Reappt'd	Reappt'd	Reappt'd	Reappt'd	Expiration
Evans, Joan	Ironwood		2/18/2014	2/1/2022	12/13/2023			12/31/2025
Huff, Christina	Palo Verde		4/16/2019	10/6/2020				12/31/2024
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EMPLOYEE BENEFITS TRUST BOARD – Residency Requirement w/ Exceptions

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Liaison: Christine Nickel / Human Resources

CURRENT MEMBERS

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PARKS AND RECREATION BOARD – Residency Required

Authority: City Code, Chapter 3, Sections 3-6 and 3-31 and 3-32

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Duties: The Board develops advisory recommendations for recreational facilities and services, renders advisory opinions on grant applications, licenses and permits for recreational facilities. The Board also renders advisory opinions on matters relating to operating hours, amounts to be charged for overdue books, library programs, and promotion of library services.

Liaison: Chris Calcaterra / Parks, Recreation and Community Facilities

Vacant

Reappointment

CURRENT MEMBERS

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