

Ms. Godbey advised that on September 6, 2006 the City Council approved an amendment to Title 17 of the Municipal Code to allow for mixed use development. The current proposal presented would amend Section 5.2 of the liquor code to coincide with the mixed use development. The goal of the Finance Department was to re-write Title 5 to bring it in alignment with current practices.

Ms. Godbey defined an "on-sale" license to be the sale of alcohol for consumption on the premises and "off-sale" was the sale of alcohol for consumption off the premises. A general "on and off-sale" use permitted the sale of alcohol for consumption on the premises, as well as the sale of packaged alcohol for consumption off the premises. This classification required the presence of a physical bar and more than 45% of total sales were required to be alcohol sales. Examples of "on and off-sale" uses would be Mulligan's and Buffalo Wild Wings. Mayor Montandon stated he was not familiar with the term "general on and off-sale" and Management Analyst Eddie Arviso explained the term was addressed in the Municipal Code; however, that section of the code was obsolete and needed to be re-written.

According to Ms. Godbey, another term used in the Municipal Code was "supper club" which she described as an establishment where the restaurant was the principal business. The seating capacity for the restaurant would be a minimum of 100 and would contain a physical bar. Examples of a supper club were P.F. Chang's, Red Robin and Olive Garden.

Ms. Godbey advised that prior to 1998 there were no distance restrictions or limits on the number of liquor licenses issued in the City. In 1998 distance requirements from schools, religious, institutions, parks and child care facilities were included in the Municipal Code, as well as a separation requirement between one tavern and another. The ordinance was again amended in December of 2005 to increase the distance requirement from 1500 to 2500 feet. The purpose of the presentation was to limit the number of liquor licenses issued in the City and to make the requirements compatible with the mixed use district concept.

Ms. Godbey presented a map of the current locations of the "on-sale" uses in the City and stated that prior to the establishment of distance requirements, there were several licenses issued for saloons in the downtown area. A second map depicted the existing "on-sale" licenses and approved applications; however, this map had not yet been updated to reflect the current 2500-foot distance requirement.

Ms. Godbey advised that after discussions with the City Attorney's office, Planning and Business License Staff, it was felt in order to accommodate the intent of the mixed use district, the recommendation was that the limitation on the number of "on-sale" and "on-off-sale" licenses within a mixed use development be exempted; however, the restriction would still be in effect for bars outside a mixed use development.

Mayor Montandon felt more discussion was required before a Council decision could be made.

When asked by Councilwoman Smith about the application process, Planning and Zoning Director Jory Stewart stated the mixed use ordinance had limitations and each application would have to be presented to Council for approval.

Mayor Montandon felt further clarification was needed on the definitions of general "on-off-sale" and supper club. He stated the only effective difference between a tavern/restaurant and a supper club was the number of slot machines. Mayor Montandon suggested the item be re-addressed at a future Council meeting after the definitions had been clarified.

Business License Manager Lana Hammond suggested the application for "on-sale" and "off-sale" licenses be separated and presented for approval under two different categories. She explained the current code did not have a category in Title 5 for a saloon or a tavern/restaurant but identified them as "on-sale" or "off-sale" uses. Councilman Buck felt that Title 5 should be consistent with Title 17 as far as "on-sale" and "off-sale" uses were concerned; Ms. Hammond agreed with Councilman Buck's comment.

City Manager Rose suggested a Council work session be scheduled after clarification of the definitions and assurance that Title 5 was consistent with Title 17.

ACTION: STAFF DIRECTED TO MOVE FORWARD TO CLARIFY DEFINITIONS, PROVIDE EXAMPLES OF "ON-SALE, OFF-SALE, ON-OFF SALE" LICENSES AND ENSURE THAT TITLE 5 WILL BE CONSISTENT WITH TITLE 17 FOR MIXED USE DEVELOPMENTS.

2. REVIEW AND EXPLANATION OF CHANGES TO THE STAFFING PATTERN.

Acting Human Resources Director Mike Scalzi presented the following changes in the staffing pattern which, if approved, would be placed on the agenda for the October 4, 2006 Council meeting:

CITY MANAGER

Office of Housing & Neighborhood Services/Code Enforcement

Change four (4) Lead Code Enforcement Officers TNS 21 to TS 21

This action was to correct an error in which the employees were inadvertently placed in the wrong Teamster bargaining unit.

Fiscal Impact: None

Mayor Pro Tempore Robinson asked how many employees were supervised by the four Lead Code Enforcement Officers. Senior Executive to the City Manager Kenny Young responded 19 employees were supervised by the lead officers. When asked by Mayor Pro Tempore Robinson what the salary was for a lead officer, City Manager Rose responded the position topped out at \$77,000. Acting Director Scalzi advised there was no change in salary; the only change was the bargaining unit from Teamster Non-supervisor to Teamster Supervisor.

Office of Housing & Neighborhood Services/ Administration

Title change only: One (1) Senior Executive to the City Manager ADD 27 to Senior Assistant to the City Manager ADD 27

Fiscal Impact: None

Communications

Add one (1) Graphic Artist TNS 19

Fiscal Impact: Approximately \$43,000 FY 2006/2007 Account No. 100-4167

Administration

Change one (1) Administrative Receptionist from part-time to full-time

Fiscal Impact: Approximately \$19,900 FY 2006/2007 Account No. 100-4131

When asked by Mayor Montandon if this position had been filled, City Manager Rose advised the position was currently filled by two temporary employees.

PUBLIC WORKS

Engineering Services

Delete one (1) Office Supervisor TS 18

Add one (1) Engineering Technician III TNS 18

This position was currently vacant. Due to organizational and location changes, it was determined that this position could better serve the requirements of the division by filling it as an Engineering Technician III. The Engineering Technician III position was needed due to the increasing capital improvement workload and the need for in-house design support.

Fiscal Impact: None

Reclassify one (1) Engineering Services Administrator ADD 26 to APT 26 retroactive to 12/21/05

Although this position had been requested and approved as an ADD 26, the Public Works Director filled this position with an APT 26 classification. The change was necessary to keep the Staffing Pattern in line with the actual positions.

Fiscal Impact: None

Transportation Services

Reclassify one (1) Transportation Services Administrator ADD 26 to APT 26 retroactive to 12/21/05

Although this position had been requested and approved as an ADD 26, the Public Works Director filled this position with an APT 26 classification. The change was necessary to keep the Staffing Pattern in line with the actual positions.

Fiscal Impact: None

Development and Flood Control

Reclassify one (1) Land Development Services Administrator ADD 26 to APT 26 retroactive to 12/21/05

Although this position had been requested as an ADD 26 by the Public Works Director, approved by Council and had not been filled, the change was necessary to keep this position on the same grade as the two previous Public Works Administrator positions.

Fiscal Impact: None

Roadway Operations

Reclassify one (1) Heavy Equipment Operator TNS 18 to Field Supervisor TS 21

This change was needed to meet the overwhelming demands placed on the one existing field supervisor in Roadway Operations. The number of field staff increased from 20 to 38 this year. This, coupled with the implementation of two work shifts, created the need to have a field supervisor present for each work shift.

Fiscal Impact: Approximately \$11,000 FY 2006/2007 Account No. 100-4312

Title change only: One (1) Public works Maintenance Worker TNS 14 to Roadway Operations Worker II TNS 14

Fiscal Impact: None

INFORMATION TECHNOLOGY

Acting Director Scalzi explained the following positions were currently contracted positions and were critical to the operation and the workload demands in the foreseeable future. An analysis was performed by the Finance Department and it was determined that converting the contracted positions to full-time equivalents was a financially prudent decision.

Administration

Add one (1) System Support Analyst TA 22

Add three and one half (3.5) Senior Business Systems Analyst TA 22

Add two (2) Systems Technician II TNS 21

Add two (2) Senior Network Analyst TA 23

Fiscal Impact: Approximately <\$29,300> savings FY 2006/2007 Account No. 100-4165

POLICE DEPARTMENT

Office of the Chief-Internal Affairs

Upgrade one (1) Senior Office Assistant TNS 14 to IA Pro Systems Coordinator TNS 18

The Police Department Internal Affairs Bureau implemented a new performance monitoring program, IA PRO, a comprehensive system of data collection that tracked the on-duty actions of all sworn personnel. The program was designed to identify behavioral patterns whereby any deficiencies could be addressed before they had the potential to become problematic. It was a complex system where attention to detail was critical to ensure the accuracy and reliability of the data. A very significant amount of time was invested in training the Senior Office Assistant to perform the duties associated with this system and it required a much greater level of ability and proficiency in all aspects of these duties.

Fiscal Impact: Approximately \$3600 FY 2006/2007 Account No. 287-4211

Communications

Reclassify one (1) Police Communications Supervisor TS 19 to Facilities Coordinator TNS 21

The reclassification of a Police Communications Supervisor position to a Facilities Coordinator would enable the department to address a pressing need to ensure that current and future facilities were maintained appropriately. With the recent addition of the Northwest Area Command facility, a new Southwest Area SWAT building and two more area command facilities planned in the City's current five-year Capital Improvement Plan, it became necessary to dedicate a full-time resource to the proper management of these investments. The headquarters building was an example of how inadequate planning and deferred periodic maintenance could lead to unnecessary deterioration.

Fiscal Impact: \$13,200 FY 2006/2007 Account No. 287-4222

Training Bureau

Reclassify one (1) Training Coordinator TNS 18 to Training Supervisor TS 21

The Police Department's Training Bureau was responsible for planning, developing, and delivering the necessary training to a large and diverse workforce. It provided a wide range of services from firearms training to sworn employees. The recent merger with Detention and the addition of a significant number of new officers and civilian support personnel created a need to provide a position at the supervisory level in order to maintain adequate span of control and management oversight within the training Bureau.

Fiscal Impact: Approximately \$10,200 FY 2006/2007 Account No. 100-4215

Upgrade one (1) Training Manager TA 21 to Training Manager APT 23

The Police Department's Training Bureau was responsible for planning, developing, and delivering the necessary training to a large and diverse workforce. It provided a wide range of services from firearms training to sworn employees. This reclassification was in conjunction with the reclassification of the Training Coordinator position to a Training Supervisor and was needed in order to appropriately reflect the position's managerial responsibilities within the Training Bureau and the Department.

Fiscal Impact: \$15,900 FY 2006/2007 Account No. 100-4215

PLANNING & ZONING

Current Planning

Title change only: One (1) Senior Deputy City Clerk, TS 19 to Executive Assistant to the Planning Commission TS 19

The position of Senior Deputy City Clerk was transferred from the City Clerk's Office to the Planning & Zoning Department a few years ago. It was requested by the City Clerk's Office to change Ms. Lawrence's title. The functions were essentially the same.

Fiscal Impact: None

CITY ATTORNEY

Civil Division

Reclassify one (1) Executive Secretary CNF 16 to Legal Secretary CNF 16

This position performed legal secretary duties on a daily basis and should be classified accordingly.

Fiscal Impact: None

Administration

Change of pay grade only: One (1) Assistant City Attorney DD 35 to DD 34

The new pay grade more fairly reflected the responsibility level of the position based on comparative cost studies conducted with other entities in the Valley.

Fiscal Impact: Approximately <\$7,800> savings FY 2006/2007 Account No. 100-4155

FINANCE

Add one (1) Senior Financial Analyst APT 23 and change title to Financial Analyst III APT 23

According to Finance Director Phil Stoeckinger, approximately 75% of the cost of this position would be absorbed by SNPMLA and other grant funding.

Fiscal Impact: Approximately \$87,200 FY 2006/2007 Account # 100-4152

Title change only: One (1) Financial Analyst APT 21 to Financial Analyst I APT 21

Fiscal Impact: None

Title change only: One (1) Budget Analyst APT 22 to Financial Analyst II APT 22

Fiscal Impact: None

The following four (4) positions were being moved from Public Works Engineering Planning to Finance Administration:

One (1) Fiscal Specialist TNS 13

One (1) Construction Financial Coordinator TNS 18

One (1) Fiscal Technician TNS 15

One (1) Departmental Administrative Manager TA 21

Fiscal Impact: None

Positions were all funded by the General Fund and moved from Account No. 100-4340 to Account No. 100-4151 due to a reorganization.

With the concurrence of Council, City Manager Rose requested this item be moved to a regular City Council agenda for consideration at the October 4, 2006 meeting.

Councilwoman Smith asked if the item would be placed on the Consent Agenda. City Manager Rose responded it had been his intention to place the item on the Consent Agenda but welcomed any comments from Council. Councilwoman Smith felt the item had already been presented and the details should not be repeated.

ACTION: STAFF DIRECTED TO PLACE ITEM ON AGENDA FOR OCTOBER 4, 2006.

PUBLIC FORUM

There was no public participation.

ADJOURNMENT

ACTION: THE MEETING ADJOURNED AT 5:22 P.M.

MOTION: Mayor Pro Tempore Robinson

SECOND: Councilman Eliason

AYES: Mayor Montandon, Mayor Pro Tempore Robinson, Council Members Smith,
Buck and Eliason

NAYS: None

ABSTAIN: None

APPROVED: December 6, 2006

Mayor Michael L. Montandon

ATTEST:

Karen L. Storms, CMC
City Clerk