

**CITY OF BUCKEYE
COUNCIL WORKSHOP
AUGUST 5, 2014
MINUTES**

**City Council Chambers
530 E. Monroe Ave.
Buckeye, AZ 85326
3:00 p.m.**

1. Call to Order/Roll Call

Mayor Meck called the meeting to order at 3:02 p.m.

Members Present: Councilmember Strauss, Councilmember Hess (arrived at 3:05 p.m.), Councilmember Heustis, Vice Mayor Orsborn and Mayor Meck.

Members Absent: Councilmember Garza and Councilmember McAchran.

Departments Present: City Manager Stephen Cleveland, Assistant City Manager Roger Klingler, City Attorney Scott Ruby, City Clerk Lucinda Aja, Deputy City Clerk Summer Stewart, Assistant to Council Carol Conley, Fire Chief Bob Costello, Government Relations Manager George Diaz, Economic Development Manager Len Becker, Development Services Director George Flores, Public Works Director Scott Lowe, Human Resources Director Nancy Love, Technical Services Manager Greg Platacz, Planning Manager Terri Hogan, and Finance Director Larry Price.

**2. Presentation by West-MEC on Future Buckeye Campus
Staff Liaison: Stephen Cleveland, City Manager
District No. N/A**

Item pulled without discussion.

**3. Presentation by W. C. Scoutten, Inc. Regarding the Roosevelt Street Improvement
District
Staff Liaison: Larry Price, Finance Director
District No. N/A**

Mr. Scoutten (W.C. Scoutten, Inc.) presented a vicinity map of the proposed Roosevelt Improvement District. The general plan of land use was displayed with 5 major parcels and a total of 448 acres. The majority of land use will include commercial and retail use. A small amount of the land will be designated as residential use. The benefits of the proposed improvement district include completion of key pieces of infrastructure, preparation of the area for development, and support of economic development of the Eastern Buckeye Gateway. An advantage of the project is the connection between the existing Van Buren Street in Sundance to Verrado Way. There is currently a substantial amount of water infrastructure in the area previously built by developers; proposed water loops are discussed. The expectation is that this water system will connect through the west and the area north of I10. There is a significant amount of sewer lines currently in place; a map of the proposed sewer infrastructure is provided. Discussion is held regarding infrastructure that will connect Roosevelt Street to Jackrabbit Trail and Van Buren Street to Verrado Way as well as the future Dean Road interchange, which is not currently in the proposed improvement district. A list of estimated costs was provided. The total estimated construction cost is \$5,670,513; the total estimated cost for the entire project is \$8,789,295. A feasibility analysis was provided and discussed. The total current property valuation with proposed improvements is estimated to be approximately thirty million dollars. Potential City of Buckeye participation is addressed; it is anticipated the City will participate in the improvement of the Van Buren Street connection to Verrado Way at a cost of \$230,937 and installation of a traffic signal at the resulting intersection at a cost of \$500,000. Major steps of an

improvement district were listed and include pre-formation, formation, public bidding, financing, construction, project close-out, payment and collection. A proposed schedule of the project was provided with a potential of 22 to 24 months from commencement to completion. Expected roles and responsibilities of the City, bond counsel, underwriter, financial advisor, engineer and superintendent of streets was listed. The next steps consist of verification of the capacity of the Sundance Waste Water Treatment Plant, preparation of a portion of construction drawings, preparation of a detailed cost estimate, annexation of the Geddes parcel, and finalization of the Right-of-Way and Easements. Mr. Ruby discussed the development agreements that affect this proposed improvement district. Mr. Blilie, on behalf of the property owners, provided information related to investment and moving forward with the improvement district. Mr. Price addressed the difference between Community Facilities Districts and improvement districts and financing of the projects proposed in the improvement district.

Break – 4:14 p.m. – 4:25 p.m.

4. Discussion of Key Elements for the Market Analysis
Staff Liaison: Nancy Love, Human Resources Director
District No. N/A

Ms. Love presented an overview of the market analysis. Ms. Messer (Arthur J. Gallagher & Company) discussed key elements of a market analysis and provided an explanation of a classification and compensation study. The purpose of the study is to perform a systematic review of job content, titling, and pay. Phases of the study include study initiation, strategy confirmation and administration, classification study, compensation study, and project finalization. The need for a compensation philosophy was discussed as well as a strategy for developing a philosophy. Job analysis approach was addressed; jobs may be narrowly defined or they may have a broad classification. A trend leaning toward broad classifications of jobs is being observed. Pay progression issues were addressed; the issues that may be considered include education beyond minimum job requirement, longevity, and performance. Pay progression models were displayed and discussed including a step system, open range system, and a combination of systems. Comparator organizations included in the survey done by the City of Tolleson are provided, which was comprised of several West Valley cities and towns and Maricopa County. Comparator organizations and benchmark positions that may be included in the study for the City of Buckeye were reviewed. Pay administration decisions were addressed. Ms. Love provided clarification regarding further discussion that will be held and further information that will be provided.

5. Adjournment

A motion was made by Councilmember Heustis and seconded by Councilmember Hess to adjourn the meeting at 5:43 p.m. Motion passed unanimously.

Jackie A. Meck, Mayor

ATTEST:

Lucinda J. Aja, City Clerk

I hereby certify that the foregoing minutes are a true and correct copy of the Council Workshop held on the 5th day of August, 2014. I further certify that a quorum was present.

Lucinda J. Aja, City Clerk