



City of Glendale

5850 West Glendale Avenue
Glendale, AZ 85301

City Council Workshop Agenda

Mayor Jerry Weiers
Vice Mayor Ian Hugh
Councilmember Jamie Aldama
Councilmember Samuel Chavira
Councilmember Ray Malnar
Councilmember Lauren Tolmachoff
Councilmember Bart Turner

Tuesday, May 3, 2016

1:30 PM

Council Chambers

Regular Workshop

One or more members of the City Council may be unable to attend the Workshop or Executive Session Meeting in person and may participate telephonically, pursuant to A.R.S. § 38-431(4).

CALL TO ORDER

WORKSHOP SESSION

1. **16-196** NCAA MEN'S FINAL FOUR 2017 PLANNING UPDATE
Staff Contact and Presenter: Jean Moreno, Economic Development Officer
Guest Presenter: Ms. Dawn Rogers, Executive Director/CEO, 2017 Phoenix Final Four Local Organizing Committee

2. **16-195** A.R.S. TITLE 4 ENTERTAINMENT DISTRICT
Staff Contact and Presenter: Jean Moreno, Economic Development Officer
Staff Contact and Presenter: Jon M. Froke, AICP, Planning Director
Staff Contact and Presenter: Vicki Rios, Interim Director, Finance and Technology

 Attachments: Dining District Map

3. 16-123 COUNCIL ITEM OF SPECIAL INTEREST – BOARDS AND COMMISSIONS
Staff Contact and Presenter: Michael D. Bailey, City Attorney

 Attachments: [Boards and Commissions Summary](#)

CITY MANAGER'S REPORT

This report allows the City Manager to update the City Council. The City Council may only acknowledge the contents to this report and is prohibited by state law from discussing or acting on any of the items presented by the City Manager since they are not itemized on the Council Workshop Agenda.

CITY ATTORNEY'S REPORT

This report allows the City Attorney to update the City Council. The City Council may only acknowledge the contents to this report and is prohibited by state law from discussing or acting on any of the items presented by the City Attorney since they are not itemized on the Council Workshop Agenda.

COUNCIL ITEMS OF SPECIAL INTEREST

Councilmembers may indicate topic(s) they would like to have discussed by the Council at a future Workshop and the reason for their interest. The Council does not discuss the new topics at the Workshop where they are introduced.

MOTION TO GO INTO EXECUTIVE SESSION

1. CALL TO ENTER INTO EXECUTIVE SESSION

EXECUTIVE SESSION

1. LEGAL MATTERS

A. The City Council will meet with the City Attorney for legal advice, discussion and consultation regarding the city's position in pending or contemplated litigation, including settlement discussions conducted in order to avoid or resolve litigation. (A.R.S. § 38-431.03(A)(3)(4))

B. Council will meet to discuss and consider records exempt by law from public inspection and are specifically required to be maintained as confidential by state or federal law. (A.R.S. § 38-431.03(A)(4))

2. PERSONNEL MATTERS

A. Various terms have expired on boards, commissions and other bodies. The City Council will be discussing appointments involving the following boards, commissions and other bodies. (A.R.S. § 38-431.03(A)(3)(4))

1. Arts Commission
2. Aviation Advisory Commission
3. Board of Adjustment
4. Citizens Bicycle Advisory Committee
5. Citizens Transportation Oversight Commission
6. Commission on Persons with Disabilities

7. Community Development Advisory Committee
8. Glendale Municipal Property Corporation
9. Historic Preservation Commission
10. Industrial Development Authority
11. Judicial Selection Advisory Board
12. Library Advisory Board
13. Parks and Recreation Advisory Commission
14. Personnel Board
15. Planning Commission
16. Public Safety Personnel Retirement Board/Fire
17. Public Safety Personnel Retirement Board/Police
18. Risk Management/Workers Compensation Trust Fund Board
19. Water Services Advisory Commission

Upon a public majority vote of a quorum of the City Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (i) discussion or consideration of personnel matters (A.R.S. § 38-431.03(A)(1));
- (ii) discussion or consideration of records exempt by law from public inspection (A.R.S. § 38-431.03(A)(2));
- (iii) discussion or consultation for legal advice with the city's attorneys (A.R.S. § 38-431.03(A)(3));
- (iv) discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid or resolve litigation (A.R.S. § 38-431.03(A)(4));
- (v) discussion or consultation with designated representatives of the city in order to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. § 38-431.03(A)(5)); or
- (vi) discussing or consulting with designated representatives of the city in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. § 38-431.03(A)(7)).

Confidentiality

Arizona statute precludes any person receiving executive session information from disclosing that information except as allowed by law. A.R.S. § 38-431.03(F). Each violation of this statute is subject to a civil penalty not to exceed \$500, plus court costs and attorneys' fees. This penalty is assessed against the person who violates this statute or who knowingly aids, agrees to aid or attempts to aid another person in violating this article. The city is precluded from expending any public monies to employ or retain legal counsel to provide legal services or representation to the public body or any of its officers in any legal action commenced for violation of the statute unless the City Council takes a legal action at a properly noticed open meeting to approve of such expenditure prior to incurring any such obligation or indebtedness. A.R.S. § 38-431.07(A)(B).



Legislation Description

File #: 16-196, Version: 1

NCAA MEN'S FINAL FOUR 2017 PLANNING UPDATE

Staff Contact and Presenter: Jean Moreno, Economic Development Officer

Guest Presenter: Ms. Dawn Rogers, Executive Director/CEO, 2017 Phoenix Final Four Local Organizing Committee

Purpose and Policy Guidance

The purpose of this report is to provide an update to the City Council regarding planning efforts related to the 2017 NCAA Men's Final Four College Basketball Championship that will be held at the University of Phoenix Stadium in Glendale, Arizona with games held on April 1st and 3rd, 2017. This report is provided for informational purposes only.

Background

The NCAA Men's Final Four (Final Four) is college basketball's premier sporting event bringing four Division I basketball teams from around the nation together for a single-elimination tournament. The Final Four tournament was last held on the west coast in 1995 and this will be the first time it will be played in Arizona. Arizona State University first led a bid initiative in 2007 which unfortunately was not awarded to Arizona. The Phoenix Final Four Local Organizing Committee gathered feedback about the bid proposal and worked to incorporate changes into the next bid to make Arizona more competitive. ASU led the collaborative endeavor with the Arizona Sports and Tourism Authority (AZSTA), local municipalities, sports organizations, and tourism bureaus working together under one banner. In November 2014, the NCAA awarded the 2017 game to the Phoenix Local Organizing Committee for the game to be held at the University of Phoenix Stadium.

The awarding of the Final Four bid created a trifecta of signature national sporting events that has reinforced the Valley's reputation as a premier destination for these activities. The 75,000 ticket holders that attend the Final Four championship play includes National Association of Basketball Coaches members (Division I, II, III, and high school), over twenty NCAA corporation champions, over 350 members of the National Association of Collegiate Directors of Athletics, Conference Commissioners, as well as four college institutions and their fans. Past games have demonstrated that 75-80% of the Final Four fans that attend come from out of state with 90% reporting they come specifically for the games. Surveys have indicated that 84-88% of the attendees will have overnight stays which includes a mix of the corporate community and fans. Past championships have shown that Final Four attendees differ from the other national events held in the Valley and this event is expected to introduce a new market demographic to our state.

While the reported economic impact of the Final Four has varied greatly with reports ranging from \$45-268 million (2010-2014), the events create a significant media spotlight rivaling that of the Super Bowl. As an example, the 2014 events held in Dallas included over 1,800 credentialed media personnel reporting on the event and often times reporting on the community as well. More importantly, the Final Four creates Legacy

programs to benefit the community long after the event has ended. The proposed Legacy programs would benefit Native American student journalists, a statewide literacy program, an educational sustainability program, and a program aimed at increasing college opportunities for Hispanic mothers and daughters.

The Final Four includes approximately six days of official NCAA events, Thursday through Tuesday that will take place all across the Valley beginning with the team arrival events through the final wrap-up press conference held Tuesday after the final game. Listed below are some of the events that were contemplated in the bid process:

Game Related Activities (University of Phoenix Stadium)

- (4) 90-minute closed practices, player media interviews
- (4) 90-minute open practices, open to media and fans
- Pep Rally
- Tip-Off Tailgate
- (2) Semi-Final Games
- (2) Team closed team practices, team press conference
- Final Game

Other Events (Valley-wide, to be determined)

- Team Welcome Events
- National Association of Basketball Coaches Convention
- Service Day Event
- Men's Final Four Salute Presentation
- College All-Star Game
- Championships Community Programs Youth Day Celebration
- Final Four Fan Fest
- March Madness Music Festival
- 5K Run
- Youth Clinics
- Community Programs "Civic Heroes" Pre-Game Reception
- Youth Dribble
- Wrap Up Press Conference

Analysis

The City of Glendale recently executed successful operations in support of Super Bowl XLIX held February 1, 2015 and the College Football Playoff (CFP) National Championship on January 11, 2016. The same cross-departmental planning approach will be utilized for the execution of the city's obligations related to the 2017 NCAA Men's Final Four. Similar to the CFP event, the city's obligations are the standard obligations that are set forth in various agreements between the City and the Arizona Sports and Tourism Authority where attendance is expected to exceed 40,000 attendees. Those obligations pertain to public safety, transportation, parking, and standard operating procedures related to providing a secure event perimeter.

Glendale staff has significant operational experience related to managing these types of events, but there are

two unique differences from past events that the Final Four brings. First, it is important to remember that this is tournament play and our community will be hosting a total of four teams, three championship-play games, and the events associated with those games (Pep Rally, Tip-Off Tailgate, practices, etc.). Finally, the build-out inside the stadium bowl is significantly different and calls for the construction of temporary seating on the floor where the lowest level of seating is actually lower than the playing court. It also calls for the installation of the basketball floor which is approximately two feet above the existing floor. Similar to the CFP, the City will collect fees associated with the Development Services inspection and permit processes.

Community Benefit/Public Involvement

Participating as a regional partner with the 2017 Phoenix Final Four Local Organizing Committee and our key area stakeholders to execute a successful national event in our community supports local, regional, and state objectives which are all aligned to enhance the economy, attract visitors, and increase commerce in an effort to improve the quality of life for all Arizonans.

Budget and Financial Impacts

The budget requests to support the City’s contractual obligations have been presented as part of the proposed FY2017 budget process which is currently underway. Staffing and equipment for the game related events taking place at the University of Phoenix Stadium as referenced above were contemplated in the budget development process along with the potential of hosting the College All-Star Game. The total budget request is \$1,114,937 and approximately 85% of this request is related to public safety staffing. The City expects to receive a reimbursement for a portion of these costs pursuant to contracts with the AZSTA’s venue manager; however, the City is responsible for paying the costs directly and therefore the entire anticipated expenses were included in the budget requests.

Anticipated Expense	Fund-Department-Account
\$15,000	1000-16025, Economic Development
\$100,000	1000-11891, Transportation
\$213,932	1000-12493, Fire Department
\$786,005	1000-12126, Police Department

Capital Expense? No

Budgeted? Pending



Legislation Description

File #: 16-195, Version: 1

A.R.S. TITLE 4 ENTERTAINMENT DISTRICT

Staff Contact and Presenter: Jean Moreno, Economic Development Officer

Staff Contact and Presenter: Jon M. Froke, AICP, Planning Director

Staff Contact and Presenter: Vicki Rios, Interim Director, Finance and Technology

Purpose and Policy Guidance

Staff is seeking guidance from City Council regarding the formation of an Arizona Revised Statutes (A.R.S.) Title 4 Entertainment District for the downtown area that would allow the city, on a case-by-case basis, to approve exemptions from the distance restrictions prescribed in A.R.S. § 4-207 pertaining to the location of retailer's licenses within 300 feet of a church or school

Background

A.R.S. § 4-207 prohibits the issuance of a retail liquor license for any premises that are, at the time the license application is received by the director, within 300 horizontal feet of a church, school building, or fenced recreational area adjacent to the school building. This restriction is commonly referred to as the "300 foot rule". A church is defined as any building erected or converted for use as a church where services are regularly convened that is used primarily for religious worship and schooling and that a reasonable person would conclude is a church by reason of design, signs or architectural or other features (A.R.S. § 4-207(D)(1)). A school is defined as any public or private school with any grades Kindergarten through 12 (A.R.S. § 4-207 (A)).

The following license types are not impacted by the 300 foot rule:

- Series 1 and 2 Producer
- Series 3 Microbrewery
- Series 4 Wholesaler
- Series 5 Government
- Series 11 Hotel-Motel
- Series 12 Restaurant
- Series 13 In-State Farm Winery
- Series 15 Special Event license
- Series 18 Craft Distillery
- Playing area of a golf course with an issued license
- A beer and wine license at a not-for-profit performing arts theatre with a permanent seating capacity of at least 250 persons
- Validly issued licenses that were in place prior to the location of a church or school (these licenses can be transferred to new owners at the same location)

The 300 foot rule must be observed for the following license types:

- Series 6 Bar
- Series 7 Beer & Wine Bar
- Series 8 Conveyance
- Series 9 Liquor Store with sampling
- Series 10 Beer and Wine Store with sampling
- Series 14 Private Club
- Series 16 Wine Festival/Fair

State law allows places of worship and schools to be located within any zoning district. The State Legislature recognized the potential conflict between community desires to create day and night time activation in certain areas based on entertainment uses and amended A.R.S. § 207 to include a provision that allows the governing body of a city or town, on a case-by-case basis, to approve an exemption from the distance restrictions set for churches and schools through the formation of an entertainment district (A.R.S. § 4-207(C)(4)). The number of entertainment districts allowed in any jurisdiction is based on municipal population as follows:

- Population of at least 500,000 may designate no more than 3
- Population of at least 200,000 may designate no more than 2
- Population less than 200,000 may designate no more than 1

An entertainment district is defined as a contiguous area that is designated an entertainment district by a resolution adopted by the governing body of a city or town that consists of no more than one square mile, that is no less than one-eighth of a mile in width and that contains a significant number of entertainment, artistic and cultural venues including music halls, concert facilities, theaters, arenas, stadiums, museums, studios, galleries, restaurants, bars and other related facilities (A.R.S. § 4-207(C)(4)).

Analysis

Glendale's current population dictates that only two entertainment districts could exist. An entertainment district designation does not impact Zoning Ordinance regulations or provide any other rights or privileges to businesses located within the district. From a practical perspective, once a district is designated and exemptions are granted, the location of an entertainment district should not be changed.

To determine the need for the creation of an entertainment district(s) in Glendale, staff examined three core areas of the city that are intended to attract diverse entertainment uses to create both day and night time economies and which could potentially be affected by the presence of new schools or churches. Those areas were the Westgate Entertainment District, the Bell Road Corridor, and the Downtown Dining District. Bearing in mind that an entertainment district designation can be no more than one square mile, the design and ownership control of the Westgate Entertainment District is not likely to create an opportunity for a school or church to locate within 300 feet of property that is intended for an entertainment use. With regard to the Bell Road Corridor, although ownership control is varied, there is a preponderance of existing licenses along the corridor and very few churches or schools that would require the city to observe the 300 foot rule when considering liquor applications. In the Downtown Dining District area (see attached map), there are at least

14 known churches or schools that have impacts within the boundary requiring the city to observe the 300 foot rule, and there are a total of 26 in the general vicinity.

At the time of inquiry, the Department of Liquor did not yet have a database of Arizona entertainment districts established pursuant to A.R.S. § 4-207(C)(4), nor was there information readily available regarding best practices related to administering the associated processes. Staff research found that the communities of Mesa, Peoria, Tucson, Lake Havasu City, and Phoenix have all created entertainment districts pursuant to A.R.S. § 4-207(C)(4). Each community developed different approaches for administering the exemption request process based on community feedback, the outcomes are summarized below:

Mesa - adopted a blanket exemption for all requests regardless of license type within 300 feet of a school or church. Mesa staff worked with the Downtown Mesa Association (DMA) and existing Bars/Nightclubs to create "Good Neighbor Principles" and DMA agreed to be the first point of contact for responding to conflicts or community concerns. The Good Neighbor Principles are not adopted by rule or law but include:

- Keeping downtown clean and safe;
- Managing noise escaping from establishments at 11 p.m.;
- Respecting public and private property;
- Being available and responsive, as reasonable, to community comments or concerns; and,
- Partnering with the DMA and the City when needed to address and mitigate concerns.

Peoria - allows requests for exemptions to be considered against formal criteria included in the adopted resolution as follows:

- Compliant Use: the use is compliant with the underlying zoning and if required, a Conditional Use Permit has been granted;
- Compatibility: Operational and performance characteristics of the business, including but not limited to: hours of operation, noise, odor, traffic, parking and safety will not be detrimental to the health, safety, or welfare of affected churches/charter schools or unreasonably interfere with the use or enjoyment of said properties; and
- Balance: The use does not impair the appropriate balance of land uses ensuring that a single class of uses does not unduly harm or disrupt the character in the area. The use should be additive and function to complement and enhance the surrounding area.

Tucson - requests for exemption are processed concurrently with the City's liquor license application process utilizing the current liquor license procedure to gather input from schools, churches, and neighborhoods within 300 feet of the establishment requesting an exemption. On the notification of the liquor license application posted on the premise, it also indicates that the license is requesting to be exempted from the 300 foot restriction. The city office responsible for processing applications includes an exemption request form along with the liquor license application materials for the Council. At the Council meeting, the exemption is considered first and if granted, the liquor license application is considered. If the exemption request is not granted, the liquor license application is not considered. The process does not define criteria for approving an exemption.

Lake Havasu City - blanket exemption for all requests, and the resolution does not define criteria for approving an exemption.

Phoenix - acknowledged that exemptions are granted to the location and would remain in effect in the event of a business or ownership change without any provision by the City to revoke the exemption. In order to maintain local control, Phoenix adopted a Zoning Text Amendment requiring a use permit for alcohol sales and service within an entertainment district for properties that require an exemption. The conditional use permit allows the city to stipulate conditions under which the business can operate. Phoenix also agreed that liquor store licenses (Series 9) would remain restricted within 300 feet of a church or school.

While it is always the responsibility of the applicant to prove that the granting of a license would be in the best interest of the public and/or that the granting of the license is required for the need and convenience of the public, the local governing body may only utilize the following criteria in the consideration of liquor applications. If a blanket exemption to the 300 foot rule is adopted, these are the only criteria that could be considered in the approval or denial of an application.

1. Petitions and testimony from individuals who favor or oppose issuance of a license and who reside in, own, or lease property within one mile of the proposed premises;
2. Number and types of licenses within one mile of the proposed premises;
3. Evidence that all necessary licenses and permits for which the applicant is eligible at the time of application have been obtained from the state and all other governing bodies;
4. Residential and commercial population of the community and its likelihood of increasing, decreasing, or remaining static;
5. Residential and commercial population density within one mile of the proposed premises;
6. Evidence concerning the nature of the proposed business, its potential market, and its likely customers;
7. Effect on vehicular traffic within one mile of the proposed premises;
8. Compatibility of the proposed business with other activity within one mile of the proposed premises;
9. Effect or impact on the activities of businesses or the residential neighborhood that might be affected by granting a license at the proposed premises;
10. History for the past five years of liquor violations and reported criminal activity at the proposed premises provided that the applicant received a detailed report of the violations and criminal activity at least 20 days before the hearing by the Council;
11. Comparison of the hours of operation at the proposed premises to the hours of operation of existing businesses within one mile of the proposed premises; and,
12. Proximity of the proposed premises to licensed childcare facilities as defined by A.R.S. § 36-881.

Public outreach activities in the past have indicated a community desire to create nightlife in downtown to support vitality, variety, and sustainability. The diversification of both day and night time uses in downtown is needed to activate the area to create new market opportunities. Due to the number of churches and schools in the downtown area, the interest in converting former retail uses to entertainment uses, the number of vacant properties, and the information received from other communities, staff recommends conducting public outreach regarding the designation of an entertainment district. The purpose of the public outreach will be to:

- Educate the public about what an entertainment district designation does;
- Gather input from the public regarding the level of support for the creation of an entertainment district in the downtown area;
- Identify any community concerns that Council should be aware of;
- Discuss proposed district boundaries utilizing the informally designated Dining District as the focal point (map attached) with maximization of the size allowed by statute (one-square mile).; and,
- Gather input on whether the city should consider the requirement of a conditional use permit for exemption requests.

Public outreach would include personalized outreach to all of the identifiable churches/schools in the area along with a minimum of one public meeting. The results of the public outreach and final staff recommendation would be presented to Council at a future voting meeting unless additional Council direction is needed based on the feedback received, in which case staff would bring the item back to a future workshop session.


Community Benefit/Public Involvement


In 2007, the City Council reinvigorated the mission to create a vibrant city center which ultimately culminated in the development of the Centerline project. Over the course of roughly two years, the City Council and staff participated in a variety of community activities to include discovery research tours, Business Breakfast engagement, Congress of Neighborhoods, Vision Fair, ASU Community Workshop, Traveling Information Booth, Property Owners breakfast, and Business Owners breakfast to gather key stakeholder and community input regarding the continued development of the Glendale Avenue corridor.


Some of the key themes that came out of the public outreach process were to apply mixed development with good balance of uses for vitality, variety, and sustainability including nightlife. The result of these efforts was the development of key objectives for Centerline which included broadening the view of downtown, creating a brand for the Glendale Avenue corridor, establishing economic partnerships, developing a new core identity for the area, and advancing an ongoing redevelopment strategy and support tools.

The creation of an entertainment district would provide an opportunity for entertainment uses to coexist in the context of the downtown environment along with schools and churches creating the potential to support economic development in the downtown area.

2016

 Downtown Dining District

 School

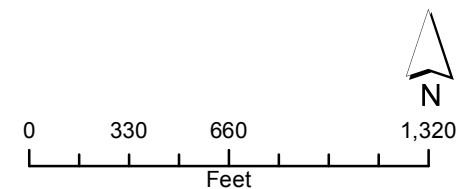
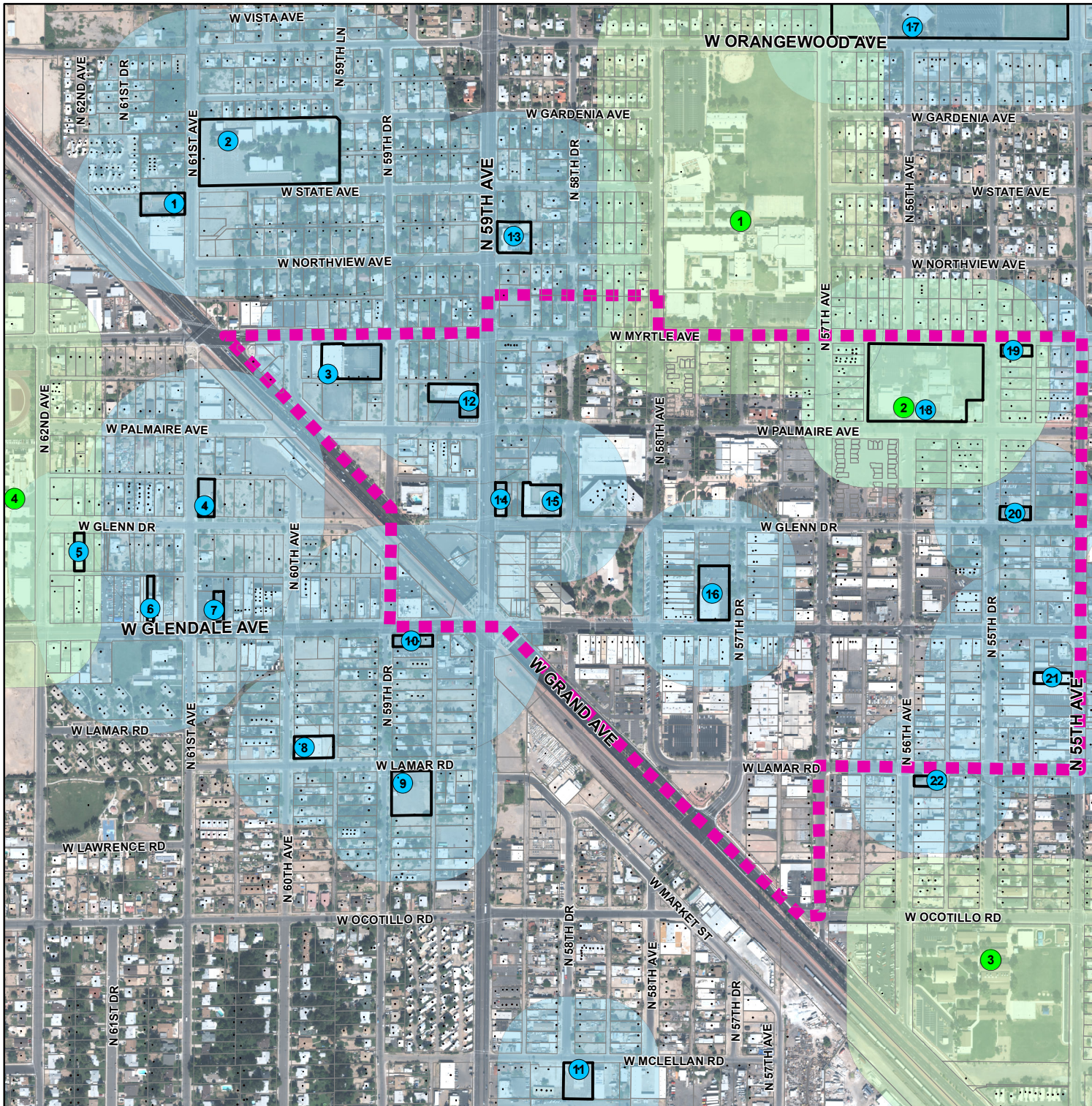
 300' Buffer of Schools

- 1: Landmark - 5730 W. Myrtle Ave
- 2: Grace Lutheran School - 5600 W. Palmyra Ave
- 3: Issac E Imes Magnet - 6625 N. 56th Ave
- 4: Glendale High School - 6216 W. Glendale Ave

 Church

 300' Buffer of Churches

1. The Salvation Army - 7238 N 61st Ave
2. Greater Love Ministries - 7317 N. 61st Avenue
3. The Redeemed Christian Church of God - 5955 W Myrtle
4. Church of the Name of Jesus Christ - 6028 W. Glenn Drive
5. Sanctuary Of Praise - 6137 W Glenn Dr
6. Iglesia Apostolica de la fe n Cristo Jesus - 6110 W. Glendale Ave
7. Encounter with God Community Church - 6030 W Glendale Ave
8. Glendale Church Of Christ - 6801 N 60th Ave
9. Iglesia De Dios Camino Al Cielo - 5927 W Lamar Rd
10. Iglesia de Cristo Gracia Abundante - 5923 W. Glendale Ave
11. Church of God Spanish - 5823 W McLellan Rd
12. Templo La Mosa - 7142 N 59th Ave
13. The Salvation Army - 7238 N 61st Ave
14. Crossover Church Youth - 7105 N 59th Ave
15. First United Methodist Church of Glendale - 7102 N 58th Dr
16. Catalist Church (Pending) - 5734 W Glendale Ave
17. Our Lady of Perpetual Help - 5614 W Orangewood Ave
18. Grace Lutheran School - 5600 W Palmyra Ave
19. Seventh Day Adventist Church - 7161 N 55th DR 85301
20. World Mission Society Church Of God - 7101 N 55th Dr 85301
21. Pentecostal Church of Iglesia de Jesus - 6830 N. 55th Avenue 85301
22. Templo Samaria - 5549 W Lamar Rd 85301





Legislation Description

File #: 16-123, **Version:** 1

COUNCIL ITEM OF SPECIAL INTEREST - BOARDS AND COMMISSIONS

Staff Contact and Presenter: Michael D. Bailey, City Attorney

Purpose and Policy Guidance

At the January 19, 2016 Council Workshop, Councilmembers requested an overview on boards and commissions as a Special Interest Item. This is for information only.

Background

On January 19, 2016, at a Council Workshop, Councilmembers Malnar and Tolmachoff requested staff to conduct additional research on rules, procedures, roles and responsibilities pertaining to Boards and Commissions.

There are currently seventeen (17) active Boards and Commissions with the City. Each board and commission has specific requirements as determined by Glendale City Code, City Ordinances and Arizona Revised Statutes. The attached report provides a summary of each of board and commission including a description of the responsibilities and roles, membership requirements, term, term limits, chair selection and references.

Analysis

During the January 19, 2016 Council Workshop, staff was directed to respond to the following questions:

Can legal staff provide an overview of the roles and responsibilities of the various boards and commissions based on current State Statute, Ordinances and the City Charter?

The attached report provides a summary of each board and commission including descriptions of the responsibilities and roles, membership requirements, term, term limits, chair selection and references.

Is there a reason in the Charter, Code or Guidelines that prevents a board member from serving on more than one board or commission? Are we currently following the rules?

There are currently no rules within City Code or City Charter limiting a member from serving on more than one board or commission.

Since there aren't any restrictions preventing a board member from serving on more than one board or commission the City is currently in compliance.

Are there any rules to prevent someone from serving more than two (2) two-year terms?

Each board and commission has specific guidelines and/or restrictions. The Glendale Arts Commission, pursuant to Glendale City Code Chapter 2, Article VI, Section 2-228 has a term limit of two (2) consecutive

terms of two (2) years. Others, such as Aviation Advisory Commission and Boards of Adjustment do not have term limit restrictions.

CITY OF GLENDALE BOARDS AND COMMISSION SUMMARY

ARTS COMMISSION

MEMBERSHIP:	7 Members <ul style="list-style-type: none">• 1 appointed by Mayor• 1 appointed by each district (6)• Residency not required
CHAIR SELECTION:	Chair and Vice-chair selected by Council
TERM:	2 years
TERM LIMIT:	2 consecutive terms of 2 years
REFERENCE:	Glendale City Code Chapter 2, Article VI, Section 2-228
DESCRIPTION:	Develop an annual art projects plan with the appropriate city staff for the purpose of making recommendations to the city council; assist with the selection and commissioning of artists with respect to the design, execution and placement of works of art for which appropriations have been made; review grant applications and recommend funding for grants awarded to non-profit organizations and/or government agencies for supporting performing arts projects and programs held within the Glendale city limits.

AVIATION ADVISORY COMMISSION

MEMBERSHIP:	8 Members <ul style="list-style-type: none">• 1 appointed by Mayor• 1 appointed by each district (6)• Residency in city is required• 1 member will be a representative of Luke AFB (residency not required)
CHAIR SELECTION:	Chair selected by Council
TERM:	2 years
TERM LIMIT:	No restriction
REFERENCE:	Glendale City Code Chapter 7, Article III, Section 7-30
DESCRIPTION:	Advise City Council on the following matters: Maintenance and operation of the airport; airport rules and regulations; proposals for airport development; fees imposed by the city at the airport; leases of city property at the airport; land use policies at the airport; role of the airport in statewide air transportation; safety matters under jurisdiction of the airport; capital improvement programs; noise concerns; such other matters as City Council may periodically direct.

BOARD OF ADJUSTMENT

MEMBERSHIP:	5-7 Members <ul style="list-style-type: none">• 1 appointed by Mayor• 1 appointed by each district (6)• Residency in city is required
CHAIR SELECTION:	Chair and Vice-chair elected by Council
TERM:	2 years
TERM LIMIT:	No restriction
REFERENCE:	Glendale City Code Appendix A, Article III, Section 3.103
DESCRIPTION:	The Board of Adjustment is a quasi-judicial body created to hear requests for relief from the terms of this ordinance and to hear and decide appeals of decisions by the Planning Director.

CITIZENS BICYCLE ADVISORY COMMITTEE

MEMBERSHIP:	8-11 Members <ul style="list-style-type: none">• 6 At-Large seat members appointed by Council• 1 Appointed by Mayor• 3 Members appointed by Council• 1 CTOC Seat• Residency in city is required
CHAIR SELECTION:	Chair and Vice-chair appointed by Council (1 year terms)
TERM:	2 years
TERM LIMIT:	No restriction
REFERENCE:	Glendale Citizens Bicycle Advisory Committee By-laws
DESCRIPTION:	Support the Bicycle plan by (but not limited to): providing advice to city staff and Council through the Citizens Transportation Oversight Commission (establish essential policies, rules and regulations relating to the planning, acquisition, operation, use, care and maintenance of bicycle and pedestrian facilities, stressing the need for bicycle and pedestrian considerations in the development review process, being advocates for bicyclists and pedestrians); planning and assisting with programs such as: safety education, bicycle plan implementation and refinement, improvement of adult and youth bicycle riding skills and promoting bicycling and walking in the city.

CITIZENS TRANSPORTATION OVERSIGHT COMMISSION

MEMBERSHIP:	11 Members <ul style="list-style-type: none">• 1 appointed by Mayor• 1 appointed from each district (6)• 4 At-Large seats• Residency in city is required
CHAIR SELECTION:	Chair and Vice-chair selected by council
TERM:	2 years
TERM LIMIT:	No restriction
REFERENCE:	Glendale City Code Chapter 2, Article VIII, Division 6, Section 2-316
DESCRIPTION:	To ensure public input and government accountability. The CTOC shall monitor the transportation fund expenditures to ensure that the voter-approved projects in accordance with Proposition 402 are completed in a timely and cost effective manner. The commission may recommend adjustments to projects when warranted to serve the best interests of the public.

COMMISSION ON PERSONS WITH DISABILITIES

MEMBERSHIP:	14 Members appointed by Council <ul style="list-style-type: none">• Residency in city is required• Members shall be, if possible, disabled persons, representatives of agencies and employers dedicated to serving the needs of the disabled or individuals demonstrating special interest, knowledge and dedication to disability issues.
CHAIR SELECTION:	Chair and Vice-chairperson nominated by Government Services Committee for final approval by Council
TERM:	2 years; term of five (5) original members shall be three (3) years
TERM LIMIT:	No restriction
REFERENCE:	Glendale City Code Chapter 2, Article VIII, Division 5, Section 2-311
DESCRIPTION:	Advise the Mayor and Council regarding issues, regulations or policies affecting the disabled community. Shall promote recognition of the needs and contributions of disabled persons by supporting and sponsoring education about disabled persons for the general public.

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

- MEMBERSHIP:** 13 Members appointed by Council
- 1 appointed by Mayor
 - 1 appointed from each district (6)
 - 1 Representative from Glendale Elementary School District
 - 5 Representatives of low-income residents/neighborhoods
- CHAIR SELECTION:** Chair appointed by Council
- TERM:** 2 years
- TERM LIMIT:** No restriction
- REFERENCE:** Glendale City Code Chapter 28, Article III, Section 28-41
- DESCRIPTION:** Advise, counsel and aid the city in developing, implementing and evaluating the city’s community development block program. Advise, Counsel and aid the city regarding rules, regulations and policies governing the maintenance and operation of housing programs and proposals for development of additional housing. Advise, counsel and aid the city in developing, implementing and evaluating the city’s Community Action Program and community needs assessment.

HISTORIC PRESERVATION COMMISSION

- MEMBERSHIP:** 7 Members appointed by Council
- Residency in city is required
 - The Planning Director or designee shall acts as Secretary
- CHAIR SELECTION:** Chair and Vice-chairperson selected by Council
- TERM:** 2 years
- TERM LIMIT:** No restriction
- REFERENCE:** Glendale City Code Appendix A, Article III, Section 3.104
- DESCRIPTION:** Work with the Planning Commission and Council on matters of historic preservation; take the initiative in bringing people together on historic preservation issues, review proposed alterations to historic properties, districts and archaeological resources through the Certificate of Appropriateness. Survey historic properties including archaeological resources recommend to the Planning Commission and Council designations for Historic Preservation Districts, etc.

INDUSTRIAL DEVELOPMENT AUTHORITY

MEMBERSHIP:	3-9 Members appointed by Mayor and Council
CHAIR SELECTION:	Chair appointed by Board of Directors
TERM:	6 years
TERM LIMIT:	No restriction
REFERENCE:	Industrial Development Authority By-laws
DESCRIPTION:	Promote industry and develop trade to stimulate and encourage the production, development and use of agricultural products and natural resources, to assist, financially and otherwise, in the rehabilitation, expansion and development of all kinds of businesses and industries which will promote and assure job opportunities, to promote the construction, improvement and equipping of residential real property for dwelling units and to promote and assure an improved standard of living and an increase in prosperity and health.

JUDICIAL SELECTION ADVISORY BOARD

MEMBERSHIP:	7 Members <ul style="list-style-type: none">• 1 Superior Court Judge• 1 Appellate Court Judge• 1 Member Maricopa County Bar Association*• 1 Member State Bar of Arizona* appointed by City Council• 3 At-large members (residency in city is required) *Residency in the County of Maricopa
CHAIR SELECTION:	Chair and Vice-chair selected by majority of board (one-year term) No member shall serve more than two terms as Chair or Vice-chair
TERM:	3 years
TERM LIMIT:	One additional 3 year term
REFERENCE:	Glendale City Code Chapter 13, Article III, Section 13-26
DESCRIPTION:	Seek out and encourage qualified individuals to apply for the office of Presiding City Judge and City Judge of the city court; conduct investigations into the background and qualifications of candidates for appointment or reappointment; submit recommendations for candidates.

LIBRARY ADVISORY BOARD

MEMBERSHIP:	9 Members <ul style="list-style-type: none">• 1 appointed by Mayor• 1 appointed from each district (6)• 2 students attending high school when appointed• Residency within city is required
CHAIR SELECTION:	Chair appointed by Council (1 year term) Vice-chair selected by members (1 year term) Secretary selected by members (1 year term)
TERM:	2 years for non-student members 1 year for student members
TERM LIMIT:	No restriction
REFERENCE:	Glendale City Code Chapter 20, Article II, Section 20-16
DESCRIPTION:	Monitor and evaluate program toward goals; recommend changes required to strengthen programs or reduce service levels; submit reports annually informing Council on matters of public interest and needs in relation to resources and services of the library system.

PARKS & RECREATION ADVISORY COMMISSION

MEMBERSHIP:	9 Members <ul style="list-style-type: none">• 1 appointed by Mayor• 1 appointed from each district (6)• 2 students attending high school when appointed• Residency in city is required
CHAIR SELECTION:	Not applicable
TERM:	2 years for non-student members 1 year for student members
TERM LIMIT:	Student members may be re-appointed for a second one-year term
REFERENCE:	Glendale City Code Chapter 27, Article II, Section 27-16
DESCRIPTION:	Advise Council on the following matters: establish policies, rules and regulations relating to the planning, acquisition, disposition, operation, use, care and maintenance of areas and structures owned, leased or otherwise acquired by the city for use as parks and recreational centers. Development of a continuing plan for the city's park system and its recreation program, etc.

PERSONNEL BOARD

MEMBERSHIP: 5 Members appointed by the Mayor and approved by City Council
Residency in city is required

CHAIR SELECTION: Chair appointed by City Council

TERM: 2 years

TERM LIMIT: No restriction

REFERENCE: Glendale City Code Chapter 2, Article III, Section 2-71

DESCRIPTION: Advise and make recommendations to the City Manager and City Council on merit system policy and human resources policies and procedures and administration. Serve as an advisory hearing body on employee terminations, suspensions and disciplinary demotions and reductions in pay. Represent the public interest in human resources management in the city service.

PLANNING COMMISSION

MEMBERSHIP: 7 Members
1 appointed by Mayor
1 appointed from each district (6)
Residency in city is required

CHAIR SELECTION: Chair and Vice-chair appointed by Council (1 year terms)

TERM: 2 years

TERM LIMIT: No restriction

REFERENCE: Glendale City Code Chapter 33, Article III, Section 3.102

DESCRIPTION: Provide analysis and recommendations to Council related to the city's General Plan, for zoning, ordinance amendments, subdivisions, conditional use permits, and other matters affecting land use, and development within the city.

PUBLIC SAFETY PERSONNEL BOARD – FIRE

- MEMBERSHIP:** 5 Members
- 1 Mayor
 - 1 City Manager
 - 2 Fire Department Employees
 - 1 At-Large
- CHAIR SELECTION:** Mayor
- TERM:** At-Large member serves a term of 4 years
Other members serve 4 year terms
- TERM LIMIT:** No restriction
- REFERENCE:** ARS §38-847. Local boards
- DESCRIPTION:** Decide all questions of eligibility and service credits, and determine the amount, manner and time of payment of any benefits under the system, etc.

PUBLIC SAFETY PERSONNEL BOARD – POLICE

- MEMBERSHIP:** 5 Members
- 1 Mayor
 - 1 City Manager
 - 2 Police Department Employees
 - 1 At-Large
- CHAIR SELECTION:** Mayor
- TERM:** At-Large member serves a term of 4 years
Other members serve 4 year terms
- TERM LIMIT:** No restriction
- REFERENCE:** ARS §38-847. Local boards
- DESCRIPTION:** Decide all questions of eligibility and service credits, and determine the amount, manner and time of payment of any benefits under the system, etc.

RISK MANAGEMENT WORKER'S COMPENSATION TRUST FUND BOARD

MEMBERSHIP:	6 Members <ul style="list-style-type: none">• 3 At-Large seats• 1 Councilmember• 1 City employee• 1 Risk Manager (Technical Advisor)
CHAIR SELECTION:	Chair designated by Mayor with City Council approval
TERM:	3 years
TERM LIMIT:	No restriction
REFERENCE:	Glendale City Code Chapter 2, Article V, Division 5, Section 2-204
DESCRIPTION:	Responsible for recommendations to the City Council regarding the administration of the trust fund. Trustees shall meet at least twice a year and submit a report to the City Council as to the status of the trust fund.

WATER SERVICES ADVISORY COMMISSION

MEMBERSHIP:	7 Members <ul style="list-style-type: none">• 1 appointed by Mayor• 1 appointed from each district (6)• Residency in the City is required
CHAIR SELECTION:	Chair and Vice-chair appointed by Council (1 year terms)
TERM:	2 years
TERM LIMIT:	No restriction
REFERENCE:	Glendale City Code Chapter 2, Article VIII, Division 8, Section 2-326
DESCRIPTION:	Provide Council with recommendations regarding policies and strategies to include regional collaboration, water resources sustainability, operations and infrastructure, all to ensure the well-being and quality of life of Glendale residents and businesses.