



CITY OF TOLLESON

9055 W. Van Buren St., Tolleson, AZ 85353 • (623) 936-7111 • TTY users, dial 711 for Relay • www.tolleson.az.gov

**TOLLESON CITY COUNCIL MEETING AGENDA
TOLLESON CIVIC CENTER
9055 WEST VAN BUREN STREET, TOLLESON, AZ 85353
ZOOM WEBINAR ID: 840 6967 9194
TUESDAY, MARCH 25, 2025
6:00 PM**

Doors open to Council Chambers at 5:45 PM for public seating. The public may be asked to temporarily relocate if an executive session occurs. The public will be invited back into Council Chambers when the Council returns from executive session.

Members of the public may also participate in the meeting via [Zoom Webinar](https://us02web.zoom.us/j/84069679194) (<https://us02web.zoom.us/j/84069679194>) with a computer or cell phone.

- A. CALL TO ORDER**
- B. INVOCATION/PLEDGE OF ALLEGIANCE**
- C. ROLL CALL**
- D. FINAL CALL TO SUBMIT SPEAKER REQUESTS**

All citizens and interested parties wishing to speak before the Council regarding non-agenda items or during a public hearing shall fully complete a Speaker Request Form and submit the form(s) to the City Clerk prior to the meeting being convened. Citizens must complete one form for each item they want to address. Speaker Request Forms are located at the entrance of the Council Chambers. For Zoom participants, click the chat button, and enter your name and the item you would like to address. Submissions should be made no later than the Mayor announcing the "Final Call to Submit Speaker Requests". All speakers will be limited to 3 minutes unless otherwise noted by the Mayor. Speakers are not required to disclose their identities or personal information. You may also submit an online speaker request form at <https://www.tolleson.az.gov/speakerrequest> at least one hour prior to the meeting.

- E. CALL TO THE PUBLIC (NON-AGENDA ITEMS)**

This is the time for the public to comment on non-agenda items. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01.H, action taken as a result of public comment will be limited to (1) responding to criticism; (2) directing staff to review the matter; or (3) asking that a matter be put on a future agenda.



F. SCHEDULED PUBLIC APPEARANCES AND PROCLAMATIONS – FOR DISCUSSION

1. Proclamation declaring April 21-26, 2025 as Neurodiagnostic Week in the City of Tolleson, recognizing the vital role of neurodiagnostic technologists in diagnosing, treating, and monitoring neurological conditions. The Tolleson community honors their dedication to advancing patient care and remains committed to supporting excellence in neurological healthcare. – Anna Costina, President of AZ ASET
2. Proclamation declaring March 2025 as American Red Cross Month in the City of Tolleson, recognizing the contributions of the American Red Cross and its volunteers in providing humanitarian aid, disaster relief, and emergency assistance to those in need. – Georgi Donchetz, American Red Cross Communications Manager
3. Introduction of New Employees:
Development Services Department – Diego Padilla, Sr. Traffic Operator
Utilities Department – Alejandro Padilla, Wastewater Operator
Employee Recognition:
Employee Resources Department – Daishawna Matthews, Employee Resources Specialist and Yareli Zavala, Employee Resources Specialist: Public Sector Human Resources Certified Professional (PSHRC) Designation

G. BUSINESS FROM THE FLOOR – PUBLIC HEARINGS AND ACTION ITEMS

1. Public Hearing – Soliciting comments from interested parties in reference to establishing new fees as outlined in the proposed Citywide Fee Schedule for City services, permits, and licenses, pursuant to Arizona Revised Statutes § 9-499.15.

Council Action: Adopt/Deny Ordinance No. 615 N.S. of the Mayor and City Council of the City of Tolleson, Arizona, amending the Tolleson City Code, revised, by amending Chapter 2, Article 2-6, Section 2-6-5 - Court Fees and Charges; Chapter 5, Articles 5-1, and 5-4 through 5-8, Sections 5-1-8 - License Fees, 5-4-3 - Special Permit Fee, 5-5-8 - Fees, 5-6-21 - Fees, 5-7-17 - Fees, and 5-8-13 - Fees respectively; Chapter 7, Article 7-3, Section 7-3-4 - Permit Application; Chapter 10, Article 10-3, Section 10-2-3 - Utility Bills; and Chapter 12, Articles 12-2, 12-4, and 12-5, Sections 12-2-24 - Filing Fees, 12-4-169 - Site Plan Review and Building Permits, 12-4-170 - Filing Procedure and Fee Schedule, 12-5-16 - Site Plan Review and Development Fees, and 12-5-18 - Zoning Fees, respectively; providing for repeal of conflicting ordinances; and providing for severability. (Finance Department)

Council Action: Adopt/Deny Resolution No. 2595 of the Mayor and City Council of the City of Tolleson, Arizona, adopting the Consolidated Fee Schedule for City Services, Municipal Court Services, Field Services Fees, Fire Department Fees, Development Services Fees, Library Fees, Parks and Recreation Fees, Police Department Fees, Utility Department Fees, and any fees related to use of City facilities, permits, and licenses; providing for repeal of conflicting resolutions; providing for severability; and setting an effective date of April 25, 2025. (Finance Department)

H. CONSENT AGENDA – ACTION ITEMS

Items on the Consent Agenda are of a routine nature and are intended to be acted upon in one motion. Council Members may pull items from Consent if they would like them considered separately.

1. Approve Regular City Council Meeting Minutes of February 25, 2025. (City Clerk Department)
2. Approve Claims and Bills Report for the period of February 19, 2025 to March 18, 2025. (Finance Department)
3. Approve the Employee Staffing Agreement between the City of Tolleson and Educational Services, LLC (ESI) for employee staffing services, and authorize the City Manager to execute and deliver said Agreement. The initial term shall be effective from April 1, 2025, through June 30, 2025, with a total amount of \$50,000 for FY 25 and the option for annual renewal upon mutual agreement of both parties. Additionally, approve and authorize the City Manager to enter into and execute the second Employee Staffing Agreement, as necessary, to facilitate the implementation and continuation of employee staffing services, with a total amount of \$150,000 for FY 26. (Employee Resources Department)
4. Approve Second Amendment to the Cooperative Purchasing Agreement between the City of Tolleson and CDW Government, LLC for Software Value Added Reseller Services, and authorize the City Manager to execute and deliver said Agreement. The City desires to amend the existing Agreement to increase the annual aggregate amount from \$250,000 to \$300,000 for additional services. (Information Technology Department)
5. Approve the Fourth Amendment to the Cooperative Purchasing Agreement between the City of Tolleson and Pump Pro LLC for the purchase of goods, materials and/or services described in the Contract as vertical water pumps, maintenance, purchase and repair, and authorize the City Manager to execute and deliver said Agreement. The City and the Contractor wish to retroactively amend the Agreement to extend the term of the Agreement through November 18, 2025, and to increase the annual aggregate from \$300,000 to \$500,000 for additional goods, materials and/or services. (Utilities Department)
6. Approve First Amendment to the Chemical Purchase Agreement between the City of Tolleson and PVS DX, Inc. for the purchase of chemicals for the Tolleson Wastewater Treatment Plant, and authorize the City Manager to execute and deliver said Agreement. The City desires to amend the existing Agreement to increase the annual aggregate amount from \$200,000 to \$500,000 for additional chemical purchases. (Utilities Department)

7. Adopt Resolution No. 2596 of the Mayor and City Council of the City of Tolleson, Arizona, authorizing the City Manager to execute a Termination and Release of Development Agreement on behalf of the City; and providing for repeal of conflicting Resolutions. (Development Services Department)

I. REGULAR AGENDA – ACTION ITEMS

1. Approve/Deny the Job Order Master Agreement between the City of Tolleson and Achen-Gardner Construction, LLC for Job Order Contracting (JOC) Water/Wastewater Pipeline Utility and Infrastructure, and authorize the City Manager to execute and deliver said Agreement. The City shall pay the Contractor an annual aggregate amount not to exceed \$1,500,000 for services. This Agreement shall remain in full force and effect until September 2, 2025. (Development Services Department)
2. Adopt/Deny Resolution No. 2597 of the Mayor and City Council of the City of Tolleson, Arizona, (1) providing for the sale and issuance of City of Tolleson, Arizona General Obligation Bonds, Series 2025 and for the annual levy of a tax for the payment of the bonds; (2) approving the form and authorizing the execution and delivery of the necessary agreements, instruments and documents related to the sale and issuance of the bonds; (3) delegating authority to the City Manager and the Chief Financial Officer of the City or their designees to determine certain matters and terms with respect to the foregoing; and (4) authorizing the taking of all other actions necessary to consummate the transactions contemplated by this resolution and ratifying all actions taken to further this resolution. (Finance Department)
3. Adopt/Deny Ordinance No. 616 N.S. of the Mayor and City Council of the City of Tolleson, Arizona, prohibiting camping in designated public areas and providing penalties for violations; providing for repeal of conflicting ordinances; and providing for severability. (Police Department)
4. Adopt/Deny Ordinance No. 617 N.S. of the Mayor and City Council of the City of Tolleson, Arizona, prohibiting the unauthorized removal, possession, or alteration of shopping carts; providing penalties for violations; providing for repeal of conflicting ordinances; and providing for severability. (Police Department)

J. WORK STUDY AND PRESENTATIONS – FOR DISCUSSION

1. Discussion pertaining to a potential development on the property located at the southwest corner of 91st Avenue and McKinley Street. – Jason Earp, Development Services Director
2. FY 2025 Second Quarter Update – Kevin Artz, Chief Financial Officer
3. FY 2026 First Budget Work Study – Kevin Artz, Chief Financial Officer

K. MAYOR AND CITY MANAGER’S REPORT OF CURRENT EVENTS – FOR DISCUSSION

1. Community Events Update – Randy Babchuk, Field Operations/Parks & Recreation Director
2. Council Update on National League of Cities Congressional City Conference on March 10-12, 2025 in Washington, DC.

L. CONVENE INTO EXECUTIVE SESSION

1. Motion to go into executive session.
2. Convene into an executive session pursuant to A.R.S. § 38-431.03(A)(3) and (A)(4) to receive legal advice and discuss and consult with the City Attorney regarding a contract that is the subject of negotiations relating to a nonprofit organization.
3. Convene into an executive session pursuant to A.R.S. § 38-431.03(A)(3) and (A)(4) to receive legal advice and discuss and consult with the City Attorney regarding a contract that is the subject of negotiations relating to joint use of school facilities and funding.

M. RECONVENE INTO PUBLIC MEETING

N. ADJOURNMENT

Pursuant to A.R.S. § 38-431.01 and A.R.S. § 38-431.02, notice is hereby given to the members of the Tolleson City Council and to the general public that the Council of the City of Tolleson will hold a meeting open to the public. Council Members of the City of Tolleson will attend by telephone/video conference call.

Note: The City Council of the City of Tolleson, by a duly passed motion, may vote in public session to adjourn to executive session on any agenda item in conformation with A.R.S. § 38.431.03 for legal advice from the City Attorney.

Zoom's live transcription feature can provide automatic captioning by clicking on the Closed Caption (CC) button during the meeting.

THE CITY OF TOLLESON ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO INDIVIDUALS WITH DISABILITIES. With at least two business days advance notice, accommodations can be provided at this meeting for individuals with vision, hearing and/or speech disabilities, including a transcriber, large print, an interpreter, an assistive listening device, etc. Please call the City Clerk at (623) 936-7111, or TTY users may dial 711 for Arizona Relay Service (AZRS), to request an accommodation to participate in this public meeting. The City will try its best to accommodate any last minute requests.

LA CIUDAD DE TOLLESON SE ESFUERZA PARA HACER TODAS LAS REUNIONES PÚBLICAS ACCESIBLE PARA INDIVIDUOS CON DISCAPACIDADES. Con al menos dos días laborables de previo aviso, se pueden proporcionar adaptaciones en esta reunión para personas con discapacidades visuales, auditivas o del habla, incluido un transcriptor, letra grande, un intérprete, un

dispositivo de asistencia auditiva, etc. Llame a la Secretaría Municipal al (623) 936-7111, o los usuarios de TTY pueden marcar 711 para el Servicio de Retransmisión de Arizona (AZRS), para solicitar un alojamiento para participar en esta reunión pública. La Ciudad hará todo lo posible para satisfacer cualquier solicitud de último minuto.

Prerequisites for attending Zoom Webinars (one required):

1. Zoom Desktop Client: Navigate to the [Zoom website \(https://zoom.us/\)](https://zoom.us/) in your internet browser. At the top-right of the page, click Resources and then click Download Center. Under Zoom Desktop Client, click the Download button.
 - a. Open the Zoom desktop client and sign in
 - b. Click the Home tab and then Join
 - c. Enter Meeting ID: 840 6967 9194 and enter your full name
 - d. Connect audio and/or video and select Join
2. Zoom Mobile App with Cell Phone or Tablet: Download the Zoom - One Platform to Connect App in either the App Store for iOS or Google Play for Android.
 - a. Select Join Meeting
 - b. Enter Meeting ID: 840 6967 9194
 - c. Enter your full name and select Join
 - d. Enter your screen name and email address and select Continue
 - e. Join Audio with Wi-Fi or Cellular Data
3. Web client/browser: Google Chrome, Internet Explorer, Firefox and Safari on a computer.
 - a. Go to the [Zoom website \(https://zoom.us/\)](https://zoom.us/)
 - b. Enter Meeting ID: 840 6967 9194
 - c. Click Open Zoom Meetings or Join (depending on browser)
 - d. Enter your full name and click Join Audio by Computer
4. Alternate Option via Telephone with Audio Only:
 - a. Dial 253-215-8782
 - b. Enter Meeting ID: 840 6967 9194 and press #
 - c. Enter Participate ID and press #, or press # to continue

For technical support or questions in accessing the meeting, please email the [Information Technology Department \(ITsupport@tolleson.az.gov\)](mailto:ITsupport@tolleson.az.gov) or call Zoom Support at 888-799-9666.

Posted on March 20, 2025.