



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, JANUARY 13, 2026
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. Tolleson Teen Council Annual Update
2. Student Council Leadership Recognition – Arizona Desert and Porfirio H. Gonzales Elementary Schools
3. Red Cross Collaboration Update – Edgar Olivo, Regional CEO of the American Red Cross for Arizona and New Mexico
4. City of Tolleson Annual Comprehensive Financial Report for the period of July 1, 2024 through June 30, 2025 – Baker Tilly
5. Proclamation declaring January 19-25, 2026 as Community Risk Reduction Week in the City of Tolleson, recognizing the importance of prevention, preparedness, and community partnership in reducing the occurrence and impact of emergency events and promoting public safety. – Michael Young, Fire Chief
6. Introduction of New Employees:
 - Employee Resources Department – Tatiana Maya Olea, ER Administrator
 - Finance Department – Edith Maciel, Fiscal Assistant
 - Field Operations Department – Christian Camacho, Parks Maintenance
 - Fire Department – Fire Fighters Gabriel Arroyos, Caiden Camuti, Eduardo Esquivel, Matt Foery, Dylan Hoyt, and Anthony Rubinov
 - Development Services Department – Lisa Melton, Utilities Engineer and Rogelio Obispo, Streets Maintenance Technician
 - Library Department – Matt Sanders, Library Assistant
 - Police Department – Brian Romero, Police Officer
 - Utilities Department – Timothy Brown, Water Manager
 - Employee Promotions:
 - Government Affairs Department – Aaliyah Brambila, Digital Media Coordinator
 - Police Department – Hannah Jeters, Police Officer
 - Employee Recognition:
 - Maria Vanegas, Library Technician: Bachelor’s Degree in Library Information Science, University of Arizona

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

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 December 4, 2025. (City Clerk Department)

2. Approve Claims and Bills Report for the period of December 3, 2025 to January 6, 2026. (Finance Department)
3. Approve First Amendment to the Professional Services Agreement between the City of Tolleson and Dibble & Associates Consulting Engineers, Inc. dba Dibble, for on-call professional engineering and surveying services, and authorize the City Manager to execute and deliver said Amendment. The City desires to amend the existing Agreement to increase the compensation limit to an amount not to exceed \$250,000 for additional services. (Development Services Department)
4. Approve First Amendment to the Professional Services Agreement (PSA) between the City of Tolleson and GHD Inc., for professional services related to utilizing excess capacity at the City's Wastewater Treatment Plant, and authorize the City Manager to execute and deliver said Amendment. The City desires to amend the existing Agreement to increase the annual aggregate amount from \$100,000 to \$200,000 per fiscal year and extend the term through June 30, 2026 for additional services. (Utilities Department)
5. Approve the Cooperative Purchasing Agreement between the City of Tolleson and Metron Farnier, LLC for water meters, materials, equipment, facilities, and services related to Water Meter Replacement with an Automatic Meter Infrastructure System on an as-required basis, and authorize the City Manager to execute and deliver said Agreement. The City shall pay the Vendor an annual aggregate amount not to exceed \$400,000 for equipment and services. This Agreement shall remain in full force and effect until June 30, 2026. (Utilities Department)
6. Approve the First Amendment to the Cooperative Purchasing Agreement between the City of Tolleson and Ferguson Enterprises, LLC for facilities and building supplies on an as-required basis, and authorize the City Manager to execute and deliver said Amendment. The City shall pay the Contractor an annual aggregate amount not to exceed \$200,000 for materials and supplies. This Agreement shall remain in full force and effect until December 31, 2026. (Utilities Department)
7. Approve the Qualified Consultant List (QCL) for on-call water and wastewater utility engineering and surveying services for the design and construction of sewer and water mains, pump and lift stations, water distribution system appurtenances, wells, storage tanks, electro dialysis reversal systems, and general Public Works construction, consisting of the following firms: Black and Veatch Corporation; Brown and Caldwell; Canfield Engineering & Integration, LLC; Civil and Environmental Consultants, Inc.; Colliers Engineering & Design; Consor North America, Inc.; Dibble & Associates Consulting Engineers, Inc.; Kimley-Horn; GHD Inc.; Hazen and Sawyer; Kennedy/Jenks Consultants, Inc.; Stanley Consultants, Inc.; Sunrise Engineering, LLC; Valentine Environmental Engineers; Water Works Engineers; and Wilson Engineers, for an initial term of one year with the option to renew for up to four additional one-year periods, subject to a maximum of \$500,000 per individual Purchase Order or Authorization for

Services and an aggregate annual cap of \$1,000,000 per prime consultant. (Utilities Department)

I. REGULAR AGENDA – ACTION ITEMS

J. WORK STUDY AND PRESENTATIONS – FOR DISCUSSION

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

1. Community Events Update – Randy Babchuk, Field Operations/Parks & Recreation Director
2. Notice of cancellation of the City Council Meetings scheduled on March 10, 2026 for spring recess, July 28, 2026 and August 11, 2026 for summer recess, November 24, 2026 for fall recess and December 22, 2026 for winter recess.

The City Hall holiday closure is scheduled from December 21, 2026 to December 26, 2026.

L. 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.

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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 January 8, 2026.



Reporting and insights from 2025 audit:

City of Tolleson, Arizona

June 30, 2025

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Executive summary



We have completed our audit of the financial statements of the City of Tolleson for the year ended June 30, 2025 and have issued our report thereon dated December 17, 2025.

- Financial Statement Audit Report
 - Unmodified opinion
- *Government Auditing Standards* Compliance Report
 - No instances of noncompliance or other matters
 - No identified material weaknesses
- Federal Grants Single Audit Report
 - Major Program – Coronavirus State and Local Fiscal Recovery Funds
 - No Findings

This presentation supplements our letter to governance dated December 17, 2025 as required by our professional standards.



Our responsibilities



As your independent auditor, our responsibilities include:

- Planning and performing the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. Reasonable assurance is a high level of assurance, but not an absolute level of assurance.
- Assessing the risks of material misstatement of the basic financial statements whether due to fraud or error. Included in that assessment is a consideration of the City's internal control over financial reporting
- Performing appropriate procedures based upon our risk assessment
- Evaluating the appropriateness of the accounting policies used and the reasonableness of significant accounting estimates made by management
- Forming and expressing an opinion based on our audit about whether the basic financial statements prepared by management, with the oversight of those charged with governance:
 - Are free from material misstatement
 - Present fairly in all material respects and in accordance with accounting principles generally accepted in the United States of America
 - Performing tests related to compliance with certain provisions of laws, regulations, contracts and grants, as required by Government Auditing Standards
- Our audit of the basic financial statements does not relieve management or those charged with governance of their responsibilities.



Our responsibilities



We are also required to communicate significant matters related to our audit that are relevant to the responsibilities of those charged with governance including:

- Internal control matters – Various controls have been tested with no reportable findings.
- Qualitative aspects of the City’s accounting practice including policies, accounting estimates and financial statement disclosures – This can be found on Note 1 of the financial statements
- Significant unusual transactions – All significant and unusual transactions have been audited with no reportable issues.
- Significant difficulties encountered – No difficulties to report
- Disagreements with management – No disagreements to report
- Circumstances that affect the form and content of the auditors' report and key audit matters – None noted
- Audit consultations outside the engagement team – None noted
- Corrected and uncorrected misstatements – No misstatements identified
- Other audit findings or issues – No audit findings or issues identified





Required communications

Management's consultations with other accountants

- In some cases, management may decide to consult with other accountants about auditing and accounting matters.
 - Management informed us that and to our knowledge, there were no consultations with other accountants regarding auditing or accounting matters.

Compliance with laws and regulations

We did not identify any non-compliance with laws and regulations during our audit.

Fraud

We did not identify any instances of known or suspected fraud during our audit.

Going concern

Pursuant to professional standards, we are required to communicate to you, when applicable, certain matters relating to our evaluation of the City's ability to continue as a going concern for a reasonable period of time but no less than 12 months from the date of the basic financial statements including the effects on the basic financial statements and the adequacy of the related disclosures and the effects on the auditor's report. No such matters or conditions have come to our attention during our engagement.

Related parties

We did not have any significant findings or issues arise during the audit in connection with the City's related parties.



Nonattest services



The following nonattest services were provided by Baker Tilly:

- Financial statement preparation
- Adjusting journal entries
- Assistance with preparation of the Data Collection Form
- Assist in preparing the GASB 68/74 Pension journal entries using actuary and plan provided support for (ASRS, PSPRS, EORP).

In addition, we prepared GASB No. 34 conversion entries which are summarized in the, “Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position” and the, “Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities” in the financial statements.

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.



Communications with City Council and Management

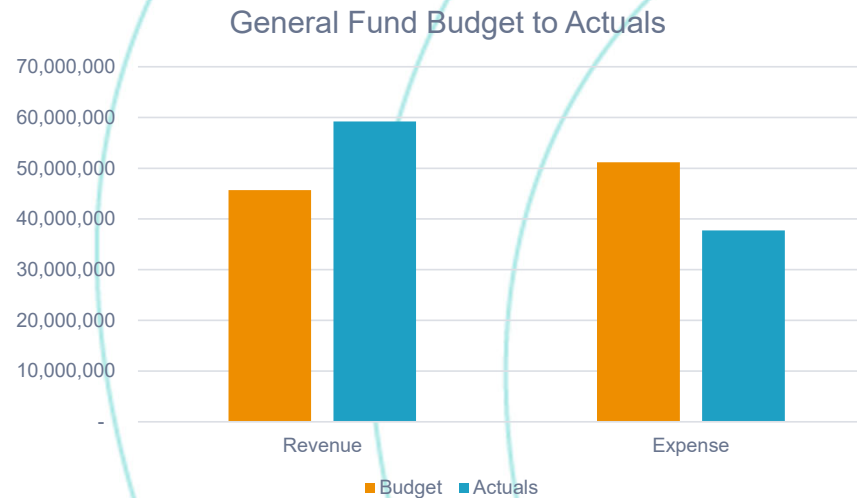


- Expenditure Limitation Report
 - City was \$112.01 million dollars under the Home Rule Expenditure Limitation
 - Issued to the Arizona State Auditor General timely

Voter-Approved Expenditure Limitation	\$198,064,114
City Expenditures Subject to Limitation	<u>80,753,780</u>
Amount under the expenditure Limitation	\$117,310,334



Communications with City Council and Management



- Fund balance increased by \$25.6 million during the current fiscal year, with the increase primarily due to an increase in tax revenues and investment earnings.
- Actual revenues were \$13.5 million more than budget
- Actual expenditures were \$13.4 less than budget

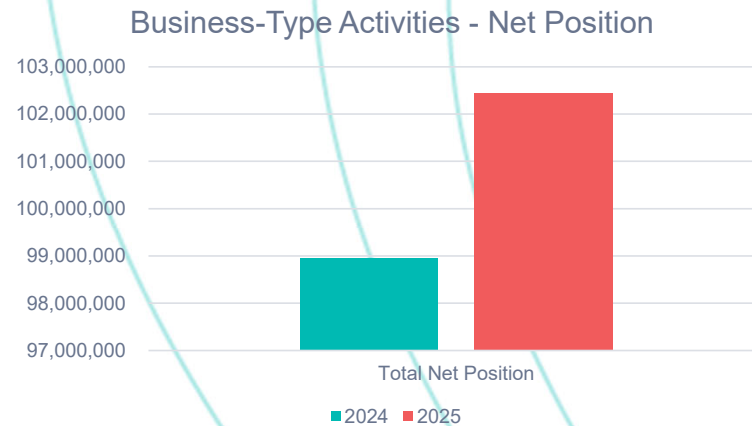


Communications with City Council and Management



Enterprise Funds

- Water fund – Operating expenses exceeded charges for services by \$625K, leading to a decrease in net position of \$587.9K.
- Wastewater and Sewer - Charges for services exceeded operating expenses by \$1.8M, leading to an increase in net position of \$2.9M.
- Sanitation – Charges for services exceeded operating expenses by \$2.2K, leading to an increase in net position of \$18.5K.



Questions?



Cailee Lewis
Senior Manager

E: Cailee.Lewis@bakertilly.com



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Proclamation

Community Risk Reduction Week

January 19-25, 2026

WHEREAS, fire departments across the United States respond to a fire every 23 seconds, and in 2024, fires resulted in 2,920 civilian deaths and 8,920 civilian injuries nationwide, with approximately seventy-five percent (75%) occurring in the home; and

WHEREAS, wildland/urban interface fires continue to present a significant risk nationwide, resulting in multibillion-dollar losses, while fire departments increasingly respond to medical calls for service that comprise more than ninety percent (90%) of total call volume in some jurisdictions; and

WHEREAS, Community Risk Reduction (CRR) is a data-driven approach that identifies and prioritizes local risks and strategically applies resources to reduce the frequency and impact of emergency events on residents and emergency responders; and

WHEREAS, Community Risk Reduction promotes prevention and preparedness through the five E's—Education, Engineering, Enforcement, Emergency Response, and Economic Incentive—and relies on collaboration with local, state, and national partners to support the fire service mission; and

WHEREAS, Monday, January 19, 2026, is Martin Luther King Jr. Day, a nationally recognized Day of Service that encourages community engagement through education and outreach activities designed to reduce community risk.

NOW, THEREFORE, I, Juan F. Rodriguez, by virtue of the authority vested in me as Mayor of the City of Tolleson, Arizona, do hereby proclaim January 19-25, 2026 as Community Risk Reduction (CRR) Week in the City of Tolleson, in recognition of the importance of prevention, preparedness, and community partnership in making the City of Tolleson a safer place to live and work.



Juan F. Rodriguez, Mayor

ATTEST: _____
Crystal Zamora, City Clerk

CITY COUNCIL REPORT



SUBJECT: Regular City Council Meeting Minutes of December 4, 2025

MEETING DATE: January 13, 2026

TO: Mayor and Council

FROM: Crystal Zamora, City Clerk

REVIEWED: Reyes Medrano, Jr., City Manager

PURPOSE:

The City Clerk Department is requesting the approval of the Regular City Council Meeting Minutes of December 4, 2025.

BACKGROUND:

It is the public policy of the State of Arizona that meetings of public bodies be conducted openly and that notices and agendas be provided for such meetings which contain such information as is reasonably necessary to inform the public of the matters to be discussed or decided. Minutes serve a historical purpose, but just as important, they serve a legal purpose, documenting Council's adherence to the proper procedures, city code and state law. The approved minutes are a permanent record.

DISCUSSION:

The minutes provide an outlet for residents to connect with the City of Tolleson in order to stay informed of Mayor and Council's actions, and they are posted on the City's website and filed in the City Clerk's Office. Transcription is provided in order to facilitate communication accessibility and may not be a totally verbatim record of the proceedings.

BUDGET IMPACT:

This item has no additional budget impact.

RECOMMENDATION:

Staff recommends the City Council approve the Regular City Council Meeting Minutes of December 4, 2025.

ATTACHMENTS:

1. 12 04 25 City Council Meeting Minutes



CITY OF TOLLESON

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**TOLLESON CITY COUNCIL MEETING ACTION MINUTES
REMOTE PARTICIPATION ONLY
ZOOM WEBINAR ID: 840 6967 9194
THURSDAY, DECEMBER 4, 2025
4:30 PM**

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A. CALL TO ORDER

Mayor Rodriguez called the Tolleson City Council Meeting to order at 4:30 PM.

B. INVOCATION/PLEDGE OF ALLEGIANCE

The Invocation was delivered by City Attorney Pierce, and the Pledge of Allegiance was led by Council Member Laborin.

C. ROLL CALL

City Council: Mayor Juan Rodriguez, Vice Mayor Jimmy Davis, Council Members Christine Chavira, Clorinda Erives, Adolfo Gámez, Linda Laborin and Cruzita Mendoza.

Department Directors: City Manager Reyes Medrano Jr., Deputy City Manager/Chief Government Affairs Officer Pilar Sinawi, Chief Financial Officer Kevin Artz, Chief of Social Impact George Good, City Clerk Crystal Zamora, Development Services Director Jason Earp, Field Operations/Parks & Recreation Director Randy Babchuk, Fire Chief Michael Young, Library Director Mandy Carrico and Public Safety Director/Police Chief Rudy Mendoza.

City Representative: City Attorney Justin Pierce

D. FINAL CALL TO SUBMIT SPEAKER REQUESTS

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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 December 15, 2025 as Arbor Day in the City of Tolleson, encouraging all citizens to celebrate Arbor Day and support efforts to protect trees and woodlands, and urging all citizens to plant trees to promote the well-being of current and future generations. – Randy Babchuk, Field Operations/Parks & Recreation Director

Mayor Rodriguez proclaimed December 15, 2025 as Arbor Day in the City of Tolleson.

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

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 November 12, 2025. (City Clerk Department)
2. Approve Claims and Bills Report for the period of November 5, 2025 to December 2, 2025. (Finance Department)
3. Adopt Resolution No. 2626 of the Mayor and Council of the City of Tolleson, Arizona, authorizing the City Manager to execute a development agreement on behalf of the City with Bay State Milling Company, related to the development of certain property located in the city along 99th Avenue to the railroad tracks. The owner will contribute up to \$1,200,000 toward the roadway widening improvements, and the City of Tolleson will pay all project costs exceeding the owner's maximum contribution. (Development Services Department)
4. Approve the Job Order Master Agreement between the City of Tolleson and Talis Construction Corporation for citywide civil/site construction and engineering services

as needed, and authorize the City Manager to execute and deliver said Agreement. The total Job Orders issued during a single fiscal year shall not exceed \$1,200,000. This Agreement shall remain in full force and effect until January 31, 2027. (Development Services Department)

5. Adopt Resolution No. 2627 of the Mayor and Council of the City of Tolleson, Arizona, regarding notice of application and potential conflict of interest under the City of Tolleson Housing Rehabilitation Program. The resolution provides the public notice required by federal CDBG regulations for an application submitted by a City-appointed official, Diana L. Ruiz, a Planning and Zoning Commissioner, and authorizes posting the notice for 30 days as required. (Human Services Department)
6. Approve the Third Amendment to the Cooperative Purchasing Agreement between the City of Tolleson and ASR Construction Group LLC for Job Order Contracting (JOC) Water & Wastewater Treatment and Remote Facilities Projects, and authorize the City Manager to execute and deliver said Amendment. The City desires to amend the existing Agreement to increase the annual aggregate amount from \$3,000,000 to \$6,000,000 for additional services. This Agreement shall remain in full force and effect through May 31, 2026. (Utilities Department)

Council Member Gámez moved to approve Consent Agenda items 1. through 6.; the motion was seconded by Council Member Laborin. The motion carried 7 to 0.

Mayor Rodriguez – Aye

Vice Mayor Davis – Aye

Council Member Chavira – Aye

Council Member Erives – Aye

Council Member Gámez – Aye

Council Member Laborin – Aye

Council Member Mendoza – Aye

I. REGULAR AGENDA – ACTION ITEMS

1. Adopt/Deny Ordinance No. 628 N.S. of the Mayor and City Council of the City of Tolleson, Arizona, amending the Tolleson City Code, Chapter 8 Health and Sanitation, by adding Article 8-7 Trees to provide for the regulation, maintenance, and protection of municipal trees; establishing administrative responsibilities, duties, and penalties; providing for repeal of conflicting ordinances; providing for severability; and providing for penalties. (Field Operations Department)

Council Member Gámez moved to adopt Ordinance No. 628 N.S.; the motion was seconded by Council Member Chavira. The motion carried 7 to 0.

Mayor Rodriguez – Aye

Vice Mayor Davis – Aye

Council Member Chavira – Aye

Council Member Erives – Aye

Council Member Gámez – Aye
Council Member Laborin – Aye
Council Member Mendoza – Aye

2. Adopt/Deny Resolution No. 2628 of the Mayor and Council of the City of Tolleson, Arizona, opposing the proposed relocation of the Tolleson Union High School District administrative offices outside the City of Tolleson, and directing that the Resolution be transmitted to the Tolleson Union High School District Governing Board. (City Council)

Council Member Gámez moved to adopt Resolution No. 2628; the motion was seconded by Council Member Laborin. The motion carried 7 to 0.

Mayor Rodriguez – Aye
Vice Mayor Davis – Aye
Council Member Chavira – Aye
Council Member Erives – Aye
Council Member Gámez – Aye
Council Member Laborin – Aye
Council Member Mendoza – Aye

J. WORK STUDY AND PRESENTATIONS – FOR DISCUSSION

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

L. ADJOURNMENT

Council Member Gámez moved to adjourn the City Council Meeting at 4:49 PM; the motion was seconded by Council Member Laborin. The motion carried 7 to 0.

Mayor Rodriguez – Aye
Vice Mayor Davis – Aye
Council Member Chavira – Aye
Council Member Erives – Aye
Council Member Gámez – Aye
Council Member Laborin – Aye
Council Member Mendoza – Aye

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City of Tolleson**Checks Recorded****Check Dates: November 5, 2025 to December 2, 2025****PAYMENTS OVER \$10,000**

CHECK NUMBER	CHECK DATE	VENDOR NAME	AMOUNT
101661	12/2/2025	CHASSE BUILDING TEAM INC	\$1,879,797.75
101628	11/20/2025	SUNLAND ASPHALT & CONSTRUCTION LLC	\$545,727.17
186161	11/5/2025	CITY OF PHOENIX	\$270,631.80
101543	11/7/2025	ACHEN-GARDNER CONSTRUCTION LLC	\$148,837.96
186182	11/5/2025	SAN TAN AUTO PARTNERS LLC	\$78,013.14
186316	11/20/2025	SAM'S CLUB	\$75,500.00
101645	11/26/2025	KIMLEY-HORN AND ASSOCIATES, INC.	\$72,922.71
186181	11/5/2025	SAN TAN AUTO PARTNERS LLC	\$37,428.22
101588	11/14/2025	LYFT, INC.	\$37,092.14
101600	11/20/2025	AZ PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM	\$36,939.54
101608	11/20/2025	FORD W HALL COMPANY INC	\$33,840.00
101626	11/20/2025	SOLENIIS LLC	\$33,470.64
186261	11/19/2025	CITY OF AVONDALE	\$31,969.48
101548	11/7/2025	AZ PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM	\$31,883.57
186284	11/19/2025	PIPELINE SERVICES INC	\$27,825.00
101549	11/7/2025	AZ PUBLIC SAFETY RETIREMENT, POLICE	\$26,833.95
101601	11/20/2025	AZ PUBLIC SAFETY RETIREMENT, POLICE	\$26,336.75
186343	11/26/2025	GPM ENVIRONMENTAL SOLUTIONS LLC	\$23,632.71
186226	11/13/2025	LEA-ARCHITECTS LLC	\$20,576.88
186191	11/5/2025	WASTE CONNECTIONS OF ARIZONA	\$20,067.44
186262	11/19/2025	CITY OF PHOENIX	\$18,596.88
186219	11/13/2025	FELIX CONSTRUCTION COMPANY	\$17,122.26
186156	11/5/2025	ASR CONSTRUCTION GROUP LLC	\$14,888.25
186209	11/13/2025	TOLLESON ELEMENTARY SCHOOL DIST.#17	\$14,518.00
101573	11/7/2025	WATER WORKS ENGINEERS LLC	\$13,298.75
186226	11/13/2025	LEA-ARCHITECTS LLC	\$13,094.38
101612	11/20/2025	HEARTFIT FOR DUTY LLC	\$12,245.67
101580	11/14/2025	CENTER FOR INTERNET SECURITY INC	\$11,160.00
186219	11/13/2025	FELIX CONSTRUCTION COMPANY	\$10,814.36
186272	11/19/2025	GENERAL PACIFIC INC	\$10,568.72
101655	11/28/2025	CITY OF TOLLESON-MEDICAL	\$10,480.08
186280	11/19/2025	MARICOPA COUNTY ANIMAL CARE CONTROL	\$10,057.95

Post-Production File

**City of Tolleson
City Council Meeting Minutes
December 4, 2025**

Transcription Provided By:
eScribers, LLC

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Transcription is provided in order to facilitate communication accessibility and may not be a totally verbatim record of the proceedings.

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MAYOR RODRIGUEZ: Okay, folks first and foremost I want to call this meeting to order. Today is December 4th, and we are officially in session. So we're going to do the invocation pledge of allegiance. So we're going to call our city attorney to the invocation.

Council member Laborin, is she on?

UNIDENTIFIED SPEAKER: Yes.

MAYOR RODRIGUEZ: Okay. Let's have council member Laborin do the pledge of Allegiance.

PIERCE: Oh, look at that. We've got the -- we've got the flag there and everything. That's awesome. All right, I will pray for us. Our dear Father heaven, we're grateful for the opportunity to gather once again. We're grateful for the wonderful City of Tolleson and for the opportunity to govern this way with those who have been elected to represent the voice of the people of Tolleson.

We pray a special blessing on this council to be able to engage and act in a manner that would be in the best interests of the City of Tolleson and its wonderful residents, especially tonight, as the council considers making an important statement about the importance of the City of Tolleson and its history and roots and the things that make Tolleson a wonderful place to live, to work, and to base operations for the schools in our area.

We're so grateful for all that Thou blesses us with and for those that protect us. And we pray now that Thou would keep Thy hand over this wonderful city, and the people who live here and work and operate. And we pray for these favors and blessings in the name of Jesus Christ. Amen.

ALL: Amen.

I pledge allegiance to the flag of the United States of America, and to the republic for which it stands. One nation under God, indivisible, with liberty and justice for all.

MAYOR RODRIGUEZ: Okay City clerk, Crystal.

ZAMORA: Mayor, we can't hear you.

MAYOR RODRIGUEZ: Hello?

UNIDENTIFIED SPEAKER: There we go.

ZAMORA: We can hear you now, Mayor.

MAYOR RODRIGUEZ: I was asking our city clerk to do a roll call just to make the process easier.

ZAMORA: Everyone is present, mayor.

MAYOR RODRIGUEZ: Awesome. Okay. Final call to submit speaker request form. It is now that time. All speakers will be limited to three minutes, one, to respond to criticism; two, directly staff -- staffing to review the matter; or three, asking that a matter be put on a future agenda item. Do we have any speaker request forms?

ZAMORA: We do not. Mayor.

MAYOR RODRIGUEZ: Okay. Do we have any call to the public for nonagenda items?

ZAMORA: We do not.

MAYOR RODRIGUEZ: Okay. We're going to move on to item -- we're going to want to schedule public appearances and proclamations. We have number one, proclamation declaring December 15th, 2025 as Arbor Day in the City of Tolleson, encouraging all citizens to celebrate Arbor Day and support efforts to protect trees and woodlands, and urging all citizens to plant trees to promote and well-being of current and future generations. Randy Babchuk, you have the floor. He's going to share some words with us.

BABCHUK: Thank you, Mayor and members of the council. Over the past several months, Field Operation Division has been working closely with staff from the Arizona Department of Forestry and Fire Management to advance an important initiative for our community to becoming recognized as a Tree City USA member.

As part of the application process, our team has been diligently completing the required standards set forth by the Arbor Day Foundation. The first requirement involved a development of a Public Tree Care Ordinance, which will serve as a guideline framework for the proper care, establishment, conservation, protection, and maintenance of trees throughout the City of Tolleson. This ordinance is intended to support the long-term health of our urban forestry, and to ensure that our community's trees are managed

with consistency and professionalism, and to grow the City's tree canopy.

The second standard required an Arbor Day observance and proclamation, an opportunity for us to celebrate trees, educate our residents about their environmental and economical value, and generate enthusiasm around stewardship of our natural resources.

I'd like to extend the sincere appreciation to Eric North from the Arbor Day Foundation, whose expertise and guidance have been instrumental throughout this process. We're excited to share that Tolleson is now in a strong position for consideration as a Tree City USA community. This recognition would reflect our city's commitment to sustainability, environmental leadership, and the enhancement of our public spaces for generations to come. So thank you, guys.

MAYOR RODRIGUEZ: No thank you Randy. I just want to, as an official ISA certified arborist and a non-embarrassed proud tree hugger, I am very glad to hear that this is taking place making Tolleson a Tree City, USA, and invoking all the requirements that it takes guarantees that we're going to have a good stock of trees in our community, which provides natural shade to anybody walking our sidewalks, cleans oxygen, and so many other benefits, including just feeling better because trees make you feel better. So now, therefore, I, Mayor Juan F. Rodriguez, do hereby proclaim December 15th, 2025 as Arbor Day in the City of Tolleson. Be it proclaimed, if I had my gavel, I would hit it. But I'm hitting it right now, symbolically in the air. Thank you very much, folks.

We're going to move on to item G, which is business from the floor. We don't have any. So we're going to move to consent agenda action items. I see a number of items 1 through 6. I will entertain a motion from our council.

GAMEZ: Move for approval, Mr. Mayor.

LABORIN: Second.

MAYOR RODRIGUEZ: Okay. I heard a first. I think it was council Member Gamez.

GAMEZ: We got it, sir.

MAYOR RODRIGUEZ: Okay. All those in favor, please signify by saying aye. Or by turning on your cameras and providing a thumbs up or thumbs down.

ALL: Aye.

MAYOR RODRIGUEZ: Thumbs up. All right. From what I can gather, the motion passes unanimously. Unless I missed somebody, Crystal.

ZAMORA: You're correct. Mayor.

MAYOR RODRIGUEZ: Awesome. All right. Well, then move us on to regular agenda action items. Perfect. Nobody's behind me. Adopt/deny ordinance Number 628 new series of the Mayor and City council of the City of Tolleson, Arizona, amending the Tulsa City Code, Chapter 8 Health and Sanitation by adding article 8-7, trees, to provide for the regulation, maintenance and protection of municipal trees. Establishing administrative responsibilities, duties and penalties. Providing for repeal of conflicting ordinances. Providing for severability and providing for penalties. Field Operating department, I'm going to kick it back to Director Babchuk. You have the floor, sir

MR. BABCHUK: Thank you. Mayor. Yeah. This ordinance really specifies who will be in charge of our trees in the City of Tolleson. And it also describes a park tree from a street tree and how to take care of it and how to maintain it in a professional manner. And how to replace trees if they're not doing well. So this lays it out for the next several hundreds of years to come where we'll be able to keep our tree life in the City of Tolleson just growing. So we look forward to having this in place and, it helps us become that Tree City USA as well.

MAYOR RODRIGUEZ: All right. Well, I think this is a continuation of our ordinance. I'm in full support of it, but ultimately I want to open it up for comments from council.

MR. GAMEZ: Move for approval, Mr. Mayor.

MAYOR RODRIGUEZ: Okay. We have a motion on the floor to approve the ordinance. Do we have a second?

MS. CHAVIRA: Second.

MAYOR RODRIGUEZ: Okay. We have a second. All those in favor, please turn your cameras on us by showing a thumbs up or saying aye.

ALL: Aye.

MAYOR RODRIGUEZ: All those opposed, not hearing any or seeing any thumbs down.

I'm going to assume that this item has passed unanimously.

So we're going to move on to item number two, which is to adopt or deny resolution number 2628 of the Mayor and City council, City of Tucson, Arizona, opposing the proposed relocation of the Tulsa City Council. I'm sorry, I'm sorry, the Tulsa Union High School District administrative offices outside of the City of Tulsa and directing the resolution to be transmitted to the Tulsa Union High School District governing board. It's exactly what it says. You all should have a copy of it. It's pretty much to the point. As you all know, the school district wants to move the district office out of our town and put it somewhere else. And I, for one, am one hundred percent opposed to it. And I'm hoping that the council sees it the same way, and I will entertain a motion or discussion at this time.

GAMEZ: I move that we adopt resolution 2628 with the statement that we should fight this all the way to the end. That district office should not be relocated. The history of that building, that area is such that it's part of who we are. And I'll take it further. It's part of what the West Valley is. There's a lot of history here, a lot of people that have served at the legislature and at the congressional level, that would be appalled if they were still alive to see and hear that the high school board is trying to do this. So again, I move for approval of 2628. Mr. Mayor.

LABORIN: I second that motion.

MAYOR RODRIGUEZ: Thank you. I have a first by Councilmember Gamez. I have a second, I believe, by Linda.

LABORIN: Yes, correct.

ZAMORA: Correct.

MAYOR RODRIGUEZ: Okay. We have a first and we have a second. All those in favor again, put your cameras on, and please give me a thumbs up.

ZAMORA: All approved.

GAMEZ: Say aye. I'll say aye.

ALL: Aye.

MAYOR RODRIGUEZ: Okay. So opposed, I'm not hearing any, so I'm assuming that this

motion passes unanimously. I want to thank you all for the support. This is a critical issue to our community, and I one hundred percent agree with Council Member Gamez. We will fight this until the end. And as people know, here in Tolleson, we do a lot of things well but backing down is not one of them. So we're going to continue the fight as long as we can.

MEDRANO: Councilwoman Erives has something, sir.

MAYOR RODRIGUEZ: Councilwoman Erives, you have the floor, Councilwoman Erives.

MEDRANO: She's unmuting right now. .

MAYOR RODRIGUEZ: She's not muted.

ERIVES: Okay. There we go. There we go. Does that work?

ALL: Yes.

MS. ERIVES I'm not sure if it's too late to add this, but I know that they're talking about moving the district office. But could we also add that since no information about the why of why it's going to get moved, why there's a need for the move could be added to this? Maybe if the district had, like, logical explanations to share with the community and tell us. But nothing has been given to us as far as the why they're moving the district office that we could support with this, that we just voted on. I think the importance is that --

MEDRANO: Mr. Mayor, I only interject, sir, because-- I don't know if you can see me because I'm far away from the camera. This is Reyes Medrano. Mr. Mayor, members of council, Councilwoman Erives, we have not received any explanation.

ERIVES That's what I'm saying. That's why our vote is so unanimous and that we're all saying this is because there's never been given a reason why that they want to move the district office. I hope I'm making sense of that.

MAYOR RODRIGUEZ: You are. But I will add, I will ask our city attorney if we can include that as part of the comments on this action item, even though we already took the action.

ERIVES: I know

MAYOR RODRIGUEZ: both the comments of Council Member Gamez and Council

Member Erives I think have strong merit and should be included as part of the record.

PIERCE: Yeah. And so Mr. Mayor, members of council, it's certainly part of your record here. And in addition to that, as I understand the proclamation or the resolution is what it is. It's been drafted. It's been approved now through this vote. However, the presentation of that to the school board and, as I understand it, perhaps the mayor may convey a message with that. You can certainly convey that message as part of giving that also, Mr. Mayor.

ERIVES: Okay.

MAYOR RODRIGUEZ: Sounds awesome to me. Does that sound good to you?

ERIVES Sounds great. Thank you, thank you.

MAYOR RODRIGUEZ: Okay. No thank you. Councilwoman. With that, we have a work study and presentation for discussion. Not seeing any items, mayor and city manager, report of current events. I don't have any other than I am very grateful to have the staff that we do. The Thanksgiving thing was awesome. I mean, we fed 800 families. We had a number of council members volunteering that could.

But again, you know, one thing we're not good at is backing down. And we saw a challenge. Somebody was trying to force our arm to pay money for a service that we literally have gotten for the last forty years. And we saw that as a direct threat not only to a partnership, but also to the people that we serve day in and day out.

Staff responded accordingly in a swift manner by putting together a plan, by getting donations, by coming up with a distribution system. It was a heavy lift. But I can tell you, as being one of the volunteers that was out there and saw the smiles and the tears on peoples' faces when they got their meals that would feed eight to ten of their family members, it was a lift worthwhile. And I am forever grateful for the effort and for the accomplishment of showing that Tolleson will never turn their back or let the people that we serve down.

MEDRANO: Well said sir. But it doesn't happen without consultation.

UNIDENTIFIED SPEAKER: I think that's right.

MAYOR RODRIGUEZ: I still want to say thank you to everybody. And I would ask the city

manager and our both deputies or assistant city managers to help spread the word amongst the entire organization. I think everybody that took place that day, and all the efforts that were done even before that day, need to be commended. And I am a very proud mayor to say that that's part of my team or our team.

MEDRANO: Thank you sir.

MAYOR RODRIGUEZ: Okay. With that I turn it over to you for any updates you may have as a city manager.

MEDRANO We're okay.

MAYOR RODRIGUEZ: With that, I will entertain a motion to adjourn.

ZAMORA: Vice Mayor had his hand up.

MAYOR RODRIGUEZ: Okay. Vice mayor. You have the floor, sir.

DAVIS: I don't miss doing these meetings on Zoom, for the record. I much prefer in-person for these council meetings. It's kind of hard to speak sometimes. But I just wanted to kind of echo what Mayor said. You know, it was a really beautiful, I think, just celebration of who we are as a community. At the Thanksgiving food giveaway there were people just completely moved. One lady was in tears, just so grateful. You know, one family told me this is why we stay in T town because they take care of us. Like, it was just it was a really, really beautiful and moving thing.

And so you know, I want to thank the staff for putting that together so quickly. It was just spectacular. It was spectacular. And you know, everyone came together and helped. And you know, we got it done. And you know, I couldn't be more proud of our team as well. So I just wanted to say that.

MAYOR RODRIGUEZ: Well, I appreciate that. Anybody else like to add at this time?

CHAVIRA: Yep. I have my hand up, Mayor.

MAYOR RODRIGUEZ: Yes. Go ahead. This is Councilwoman Chavira. I'm assuming.

CHAVIRA: It is.

MAYOR RODRIGUEZ: You have the floor, ma'am.

CHAVIRA: And I've decided that my new mantra is Tolleson has heart. Because it does. And in a world that's increasingly cynical and hateful, that is not what you find in the

City of Tolleson. And I'm proud to be a community member here. I'm proud to serve this community, and I'm just extremely grateful for the wonderful people that you all are that make up this, this board, the City council, the staff and the people that we serve. So again, I'm going to start kind of singing my song Tolleson has heart.

MAYOR RODRIGUEZ: I love it. I think it's great.

And I would agree with that. Before I say any closing comments, is there anybody else? Because I can't really see the hands.

GAMEZ: No.

ZAMORA: That's it. Mayor.

MEDRANO: And I'll forever say it doesn't happen without council's leadership.

MAYOR RODRIGUEZ: Yeah. And we appreciate that. But the reality was, is that this is a very heavy lift. But not once I can say -- I think I can speak for Council. Not once did we ever have any doubt that our staff would have the capacity and ability to make it happen, and in fact, they did. So we are very thankful, and who knows what next year brings. But we know that we have a game plan. If this kind of stuff happens again, our residents will be served again. So kudos to everybody. With that, I will entertain a motion to adjourn this meeting.

GAMEZ: I have one question.

MAYOR RODRIGUEZ: Yeah. Go ahead. Council Member Gamez.

GAMEZ: Does anybody know how it went at the high school? I haven't heard anything. Anybody have any news?

ZAMORA: It was on the news, and it did look like a full room. Yeah, a lot of people got fed.

MR. GAMEZ: Okay. Thank you.

MAYOR RODRIGUEZ: Was there any other comments, Council Member Gamez?

GAMEZ: No. Just move for adjournment.

MAYOR RODRIGUEZ: Okay. I have a motion to adjourn. Do I have a second?

GAMEZ: Second.

LABORIN: Second.

MAYOR RODRIGUEZ: Okay. I heard a second somewhere. Crystal, please note who said second

Thank you. Council Member Laborin.

All those in favor, please signify by saying aye.

ALL: Aye.

MAYOR RODRIGUEZ: All those opposed? Not hearing any. I'm going to assume that this motion was passed unanimously. And you all have a wonderful evening.

GAMEZ: Thank you. Thank you everyone.

MAYOR RODRIGUEZ: Hold on. Hold on. Do we meet before the holidays one more time?

GAMEZ: No.

MAYOR RODRIGUEZ: Well, let me take this opportunity to wish everybody a happy Thanksgiving that already passed, a wonderful Merry Christmas, and of course, an even better and brighter Tolleson with heart new year as we turn the corner on 2025/2026.

GAMEZ: Thank you.

APPROVED:

JUAN F. RODRIGUEZ, MAYOR

ATTEST:

CRYSTAL ZAMORA, CITY CLERK

CERTIFICATION

I HEREBY CERTIFY THAT THE FOREGOING MINUTES ARE A TRUE AND CORRECT COPY OF THE MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE CITY OF TOLLESON, ARIZONA, HELD ON DECEMBER 4, 2025. I FURTHER CERTIFY THAT THE MEETING WAS DULY CALLED AND HELD, AND THAT A QUORUM WAS PRESENT.

CRYSTAL ZAMORA, CITY CLERK

CITY COUNCIL REPORT



SUBJECT: Claims and Bills Report for the period of December 3, 2025 to January 6, 2026

MEETING DATE: January 13, 2026

TO: Mayor and Council

FROM: Kevin Artz, Chief Financial Officer

REVIEWED: Reyes Medrano, Jr., City Manager

PURPOSE:

The Finance Department is requesting the approval of Claims and Bills Report for the period of December 3, 2025 to January 6, 2026.

BACKGROUND:

Each Council Meeting, the Finance Department shall prepare a list of all claims paid by the City. The list shall be reviewed and approved when required by the Council, and a copy of it shall be included in the minutes.

DISCUSSION:

The Claims and Bills Report includes vendor payments of \$10,000 or more for the period noted above.

BUDGET IMPACT:

This item has no additional budget impact.

RECOMMENDATION:

Staff recommends the City Council approve the Claims and Bills Report.

ATTACHMENTS:

1. 12 03 25 to 01 06 26 Claims and Bills Report

City of Tolleson**Checks Recorded****Check Dates: December 3, 2025 to January 6, 2026****PAYMENTS OVER \$10,000**

CHECK NUMBER	CHECK DATE	VENDOR NAME	AMOUNT
101770	12/31/2025	CITY OF TOLLESON-MEDICAL	\$10,428.86
186473	12/11/2025	VAN LOON INDUSTRIES	\$10,507.89
186534	12/18/2025	HILL BROTHERS CHEMICAL COMPANY	\$10,884.41
101756	12/30/2025	ARMOR PROTECTION GROUP INC	\$11,001.38
186556	12/30/2025	LEA-ARCHITECTS LLC	\$11,280.49
186533	12/18/2025	CORE & MAIN LP	\$11,724.98
186428	12/11/2025	TOLLESON ELEMENTARY SCHOOL DIST.#17	\$11,850.00
186534	12/18/2025	HILL BROTHERS CHEMICAL COMPANY	\$12,484.41
101747	12/18/2025	FORWARD TILT LLC	\$12,660.65
101747	12/18/2025	FORWARD TILT LLC	\$12,660.65
186533	12/18/2025	CORE & MAIN LP	\$12,939.28
101772	12/31/2025	PIERCE COLEMAN PLLC	\$13,500.00
101745	12/18/2025	CIVICPLUS LLC	\$13,921.93
186547	12/29/2025	VERIZON WIRELESS SERVICES LLC	\$14,052.32
186561	1/5/2026	ADAPTIVE ARCHITECTS INC	\$14,797.00
186465	12/11/2025	THE PARTY PEOPLE OF ARIZONA	\$15,776.12
186442	12/11/2025	HILL BROTHERS CHEMICAL COMPANY	\$16,225.53
101760	12/30/2025	FORWARD TILT LLC	\$16,853.82
101669	12/3/2025	VANGUARD TRUCK CENTERS LLC	\$16,926.64
101795	1/6/2026	KIMLEY-HORN AND ASSOCIATES, INC.	\$17,382.84
186467	12/11/2025	TYLER TECHNOLOGIES, INC.	\$17,600.00
186556	12/30/2025	LEA-ARCHITECTS LLC	\$17,726.49
186551	12/29/2025	WEST VALLEY ARTS COUNCIL	\$20,000.00
186553	12/29/2025	WHITE TANK MOUNTAINS CONSERVANCY	\$20,000.00
186549	12/29/2025	WASTE CONNECTIONS OF ARIZONA	\$20,093.75
186478	12/11/2025	WASTE CONNECTIONS OF ARIZONA	\$20,105.04
101772	12/31/2025	PIERCE COLEMAN PLLC	\$20,250.00
101772	12/31/2025	PIERCE COLEMAN PLLC	\$20,250.00
186384	12/4/2025	GOODMANS INC	\$23,314.17
101699	12/12/2025	AZ MUNICIPAL RISK RETENTION POOL P & C	\$28,055.40
186391	12/4/2025	MARICOPA COUNTY SHERIFF'S OFFICE	\$28,169.57
101699	12/12/2025	AZ MUNICIPAL RISK RETENTION POOL P & C	\$28,246.07
101783	1/6/2026	AZ PUBLIC SAFETY RETIREMENT, POLICE	\$28,289.01
101742	12/18/2025	AZ PUBLIC SAFETY RETIREMENT, POLICE	\$29,006.85
101676	12/5/2025	AZ PUBLIC SAFETY RETIREMENT, POLICE	\$29,454.12
101782	1/6/2026	AZ PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM	\$33,112.39
101750	12/18/2025	LYFT, INC.	\$34,396.55
186372	12/4/2025	TOLLESON ELEMENTARY SCHOOL DIST.#17	\$37,604.27
101675	12/5/2025	AZ PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM	\$38,370.45

101741	12/18/2025	AZ PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM	\$40,541.96
101762	12/30/2025	MOTOROLA SOLUTIONS INC	\$44,199.43
101685	12/5/2025	IMMEDIA	\$46,466.66
186548	12/29/2025	WACO LLC	\$50,967.47
186481	12/15/2025	ALEX AREVALO	\$56,830.00
186498	12/15/2025	PEORIA FORD	\$62,861.23
186498	12/15/2025	PEORIA FORD	\$65,552.34
101753	12/18/2025	UTILITY TRAILER SALES CO OF ARIZONA	\$85,987.31
186552	12/29/2025	WESTERN MARICOPA COALITION	\$120,000.00
101699	12/12/2025	AZ MUNICIPAL RISK RETENTION POOL P & C	\$145,970.86
101752	12/18/2025	PIERCE COLEMAN PLLC	\$148,500.00
101804	1/6/2026	PUMP PROS INTERNATIONAL CORPORATION	\$155,368.00
101670	12/3/2025	VANGUARD TRUCK CENTERS LLC	\$156,635.84
101740	12/18/2025	AXON ENTERPRISE INC	\$165,986.22
186570	1/5/2026	CITY OF PHOENIX	\$229,532.64
101708	12/12/2025	CHASSE BUILDING TEAM INC	\$626,712.45

CITY COUNCIL REPORT



SUBJECT: First Amendment to Dibble & Associates Consulting Engineers Professional Services Agreement

MEETING DATE: January 13, 2026

TO: Mayor and Council

FROM: Jason Earp, Development Services Director

REVIEWED: Reyes Medrano, Jr., City Manager

PURPOSE:

The Development Services Department is requesting approval of the First Amendment to the Professional Services Agreement between the City of Tolleson and Dibble & Associates Consulting Engineers, Inc. to increase the compensation limit for on-call professional engineering and surveying services.

BACKGROUND:

On April 3, 2023, the City of Tolleson entered into a Professional Services Agreement with Dibble & Associates Consulting Engineers, Inc. (dba Dibble) to provide on-call professional engineering and surveying services as needed by the City. As project demands have increased, additional funding authority is required to continue utilizing these services under the existing agreement.

DISCUSSION:

This First Amendment increases the not-to-exceed compensation amount under the agreement to \$250,000. The amendment also updates the notice address for the City Attorney. All other terms and conditions of the original Professional Services Agreement remain unchanged and in full force and effect. Approval of this amendment will allow the City to continue receiving professional engineering and surveying services without interruption.

BUDGET IMPACT:

The amended compensation amount is not to exceed \$250,000. Funding for these services is available within the Development Services Department budget and will be expended on an as-needed basis.

RECOMMENDATION:

Staff recommends approval of the First Amendment to the Professional Services Agreement between the City of Tolleson and Dibble & Associates Consulting Engineers, Inc.

ATTACHMENTS:

1. 01 13 26 DS - First Amendment to PSA - Dibble and Associates Consulting Engineers

**AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE CITY OF TOLLESON
AND
DIBBLE & ASSOCIATES CONSULTING ENGINEERS, INC. DBA DIBBLE**

THIS AMENDMENT NUMBER NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT (this “Amendment”) between the CITY OF TOLLESON, an Arizona municipal corporation (the “City”) and DIBBLE & ASSOCIATES CONSULTING ENGINEERS, INC., an Arizona corporation dba DIBBLE (the “Consultant”), (collectively, the “parties”), is hereby entered into and shall be effective on the last signature date set forth below.

Note: Amendment changes are noted with additions in **bold** font and deletions in ~~strikeout~~ font.

RECITALS

A. The City and the Consultant entered into a Professional Services Agreement on April 3, 2023 (the “Agreement”) for Consultant to provide on-call professional engineering and surveying services (“Services”). The terms of the Agreement are incorporated herein by reference.

B. The parties desire to amend the Agreement to increase the compensation limit in the Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing introduction and recitals, which are incorporated herein by reference, the following mutual covenants and conditions, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and the Consultant hereby agree as follows:

1. The parties agree to amend Paragraph 3 Compensation of the Agreement, as follows:

“The City shall pay Consultant a price not to exceed \$250,000 for the Services as set forth in the Fee Proposal, attached hereto as Exhibit D and incorporated herein by reference.”

2. The parties agree to amend Pierce Coleman PLLC notice address in Paragraph 14.14 of the Agreement as follows:

With copy to:	Pierce Coleman PLLC 7730 East Scottsdale Road, Suite 105 17851 N. 85TH STREET, SUITE 175 Scottsdale, Arizona 85260 85255 . Attn: Justin Pierce, City Attorney
---------------	---

3. Effect of Amendment. In all other respects, the Agreement is affirmed and ratified and, except as expressly modified herein, all terms and conditions of the Agreement shall remain in full force and effect.

4. Non-Default. By executing this First Amendment, the Consultant affirmatively asserts that (i) the City is not currently in default, nor has it been in default at any time prior to this First Amendment, under any of the terms or conditions of the Agreement and (ii) any and all claims, known and unknown, relating to the Agreement and existing on or before the date of this First Amendment are forever waived.

5. Conflict of Interest. This First Amendment and the Agreement may be canceled by the City pursuant to A.R.S. § 38-511.

[SIGNATURES ON THE FOLLOWING PAGE(S).]

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK.]

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment as of the date and year last set forth below.

“City”

CITY OF TOLLESON,
an Arizona municipal corporation

Reyes Medrano, Jr., City Manager

Date

ATTEST:

Crystal Zamora, City Clerk

APPROVED AS TO FORM:

Justin S. Pierce, City Attorney

“Consultant”

DIBBLE & ASSOCIATES CONSULTING ENGINEERS, INC.,
an Arizona corporation dba **DIBBLE**

By: _____
Name: _____
Its: _____

DATE

EXHIBIT "D"
TO
FIRST AMENDMENT OF
PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE CITY OF TOLLESON
AND
DIBBLE & ASSOCIATES CONSULTING ENGINEERS, INC. DBA DIBBLE
[Fee Proposal]

October 22, 2025

City of Tolleson
9055 W Van Buren St.
Tolleson, AZ 85353

Attn: Mr. Chris Hamilton

**RE: NEC 91st Avenue and Van Buren Site Drainage Design
Scope of Work and Fee Proposal
On-Call Engineering and Surveying Services Contract – Task Order**

Dear Mr. Hamilton:

Thank you for the opportunity to support the City of Tolleson (City) with site drainage design services for the property on the northeast corner of 91st Avenue and Van Buren Street. This proposal has been prepared based on our understanding of the project as described in the Project Understanding and Scope of Services sections. We look forward to partnering with you on this task.

PROJECT UNDERSTANDING

This site drainage design will develop site drainage retention facilities for Parcel 102-48-263 on the northeast corner of 91st Avenue and Van Buren Street based on the results of *Tolleson Drainage Study – Phase I – 91st Avenue Retention Basin Conditions Review* (Retention Concept Memo), for the subject parcel and City provided site design concepts. The design will also evaluate options to collect runoff on Lizanne Way and direct it into the site drainage facilities. This scope assumes that a preferred option to collect Lizanne Way drainage will be identified and included in the construction documents.

Exhibit A – Project Location Map



DESIGN STANDARDS:

The project will be designed in accordance with the following standards, in order of precedence:

- City of Tolleson Engineering & Planning Department Standards, including Ordinance 507 – 2011 Supplemental to MAG Standard Specifications and Details
- Maricopa Association of Governments (MAG), *Uniform Standard Specifications and Details for Public Works Construction*, 2025 Edition
- Arizona Department of Transportation (ADOT), *Standard Specifications for Road and Bridge Construction*, 2021
- Federal Highway Administration, *Manual on Uniform Traffic Control Devices for Streets and Highways*, 2009 Edition Revision 2 with Arizona Supplements
- Flood Control District of Maricopa County (FCDMC), *Drainage Policies and Standards Manual*, August 2018
- FCDMC, *Drainage Design Manual for Maricopa County, Arizona: Volume I Hydrology*, July 2023
- FCDMC, *Drainage Design Manual for Maricopa County, Arizona: Volume II Hydraulics*, December 2018
- FCDMC, *Drainage Design Manual for Maricopa County: Volume III Erosion Control*, July 2018
- Arizona Department of Environmental Quality (ADEQ), *Engineering Bulletin No. 10, Guidelines for Construction of Water Systems*, May 1979
- ADEQ, *Engineering Bulletin No. 11, Minimum Requirements for Design, Submission of Plans and Specifications of Sewage Works*, July 1978

SCOPE OF SERVICES

TASK 1: SUPPLEMENTAL SURVEY

The City has provided survey information for the subject parcel that will be used for design. Dibble will provide supplemental survey for the Lizanne Way portion of the design.

For Lizanne Way, Dibble will perform the following survey services:

- Project control for Lizanne Way tied to the site survey control provided by the City
- Prepare design ready AutoCAD base file including existing utilities and existing site features based on available utility as-built and quarter section drawings as well as conventional topographic survey.
- Prepare a survey control sheet sealed by an Arizona Registered Land Surveyor (RLS).

TASK 2: CONCEPTUAL DESIGN

Dibble will develop a conceptual design plan for the site and Lizanne Way drainage retention facilities under the following subtasks. A conceptual design technical memo and plan will be provided for review and comment.

TASK 2.1: RETENTION CALCULATION REFINEMENT

Previous conceptual design of the site storage was based on a volume calculation from the original storage basin design. Dibble will re-evaluate the retention requirements for the site through further development of the FLO-2D modeling previously completed as part of *Phase 2 Tolsun Farms Drainage Evaluation Alternatives Analysis*.

- Existing underground storm drain facilities will be added to the FLO-2D model using the SWMM storm drain component. The result will be an existing condition FLO-2D model. As-built information of the existing storm drain system will be collected and will be used for storm drain model development. A survey allowance, **Section A4: Additional Supplemental Survey**, has been included for collection of unforeseen missing storm drain data.
- The original stormwater model boundary will not be changed. It is understood that half street drainage generated on Van Buren Street east of the model's eastern boundary at the Roosevelt Irrigation District Canal may enter the model area; however, this component of runoff was not a component of the original storage basin watershed area. As adjacent development occurs, this half-street runoff is expected to be collected into on-site storage. Therefore, the FLO-2D model boundary will remain at the Roosevelt Irrigation District Canal, which is consistent with the Durango Area Drainage Master Plan subbasin delineation.
- The results of the existing condition FLO-2D modeling will be compared against anecdotal data of historical basin storage levels provided by the City. Adjustments to runoff components may be necessary at that time.

TASK 2.2: PERCOLATION TESTING

- The City provided a previous geotechnical report titled "Geotechnical Exploration La Entrada Tolleson" completed by Alpha Geotechnical & Materials in 2012 for Job #11-G-1944. It is assumed that this design will utilize the information and results from this report. This scope includes one additional site percolation test that will be completed for the analysis to comply with FCDMC standards.

TASK 2.3: SITE RETENTION & STORM DRAIN LAYOUT

- Based on a site design concept to be provided by the City, Dibble will create a concept layout for the retention facilities including up to two underground storage options. Options may vary in location of underground storage and selected materials (CMP and additional proprietary storage options such as ADS). The concept design will incorporate surface storage as the site plan allows.
- The storage layout will incorporate up to two storm drain concepts to collect drainage flow currently ponding at the intersection of Van Buren Street and Lizanne Way (as shown in **Exhibit A**) and convey it to the site drainage storage facilities.
- Each storage option will include an estimate of retention facility drain time using geotechnical data specific to the site and provided by the City.
- The number of drywells required for each storage option will be calculated based on an assumed drywell capacity of 0.1 cfs; the in-situ capacity and final number of drywells required to be calculated during construction.
- A concept drawing and conceptual level estimate of construction cost for each option will be provided to the City in a technical memo for review and selection of a preferred option.

TASK 3: DESIGN DEVELOPMENT

Based on comments and feedback on the concept design, Dibble will prepare Design Development documents for the selected alternative including:

- On-site plans including site demolition plan, grading & drainage plan, and cross sections
- Site retention facilities plan and profile and details
- Off-site plans including storm drain plan and profile, details, and utility impacts, and details



- Refinement of the storm drain and storage basin design within the FLO-2D model to Design Development stage
- Preliminary drainage report

Design Development plans (75% level) will be provided for review and comment. Plan sets will include cover, notes, survey control, plan and profiles, grading and drainage, and details (up to 11 total sheets), Technical specifications, quantities, engineer's opinion of probable construction cost, and preliminary drainage report will be prepared for this submittal.

TASK 4: CONSTRUCTION DOCUMENTS

Based on comments and feedback on the design development plans, Dibble will prepare Construction Documents including:

- Refinement of the storm drain and storage basin design within the FLO-2D model to final design stage
- Final on-site plans including site demolition plan, grading & drainage plan, and cross sections
- Final site retention facilities plan and profile and details
- Final Off-site plans including storm drain plan and profile, details, and utility impacts
- No landscape design plans will be provided; it is assumed final ground surface that is disturbed will be compacted ground per MAG standards.
- Final drainage report

Final (100%) construction plans, specifications, quantities and estimate, and final drainage report will be submitted for review and comment by the City. Sealed plans will be prepared that incorporate comments from the 100% review.

TASK 5: UTILITY COORDINATION

Dibble will conduct utility coordination efforts including the preparation of utility conflict review letters. The letter, along with the Design Development submittal plans will be distributed to each utility provider for review. Dibble will conduct coordination meetings with utility companies reporting facilities in conflict with the proposed design. It is anticipated that two meetings will be conducted. Prior to the final submittal, Dibble will prepare a Utility Clearance Letter summarizing the status of each utility provider with respect to the project improvements.

If utility conflicts are unavoidable, Dibble will coordinate with utility companies for their design of relocations as required. Dibble will review the relocation/new design for conformance with the proposed design and will incorporate the corresponding design into the project construction documents. Upon receipt of either no conflict letters or final relocation plans with a letter from each utility provider, Dibble will prepare the Utility Clearance Letter.

TASK 6: PROJECT MANAGEMENT AND MEETINGS

Dibble's Project Manager will be knowledgeable of the project and have responsible charge of the progress of each phase of the project. The Project Manager will be the point of contact for the City. The Project Manager will be responsible for administrative issues, technical direction of the work, scheduling, and budgetary oversight for the project as well as coordination and reporting with the City's Project Manager.



Dibble's Project Manager will be responsible for ensuring that Dibble's internal Quality Control Program is followed for this project, including review and oversight by the QA/QC Reviewer. In addition, senior engineering staff, not part of the regular design effort, will independently review the design for conformance to design standards, constructability, and quality at each design progress level prior to submittal to the City.

Project Meetings

The following meetings are included in this scope of work.

- One concept development meeting with the City and identified stakeholders to review the alternatives developed in the concept task,
- Two comment resolution meetings,
- One virtual miscellaneous coordination meeting with the City and various stakeholders.

ALLOWANCES

A1: STRUCTURAL DESIGN

Dibble will provide structural design and CAD details for non-standard junction structures if determined necessary in the design development. It is assumed that up to 2 structural design details may be needed.

A2: POTHOLES

Dibble shall utilize a qualified subconsultant to perform subsurface utility exploration (SUE) services. A utility pothole list will be developed by Dibble and approved by the City prior to authorization of exploration activities. The SUE subconsultant shall be responsible for survey layout, pothole excavation, backfilling with native material, patching with cold patch, traffic control, and permitting. SUE will be paid at the unit rate for all potholes excavated, including dry holes. It is estimated that 5 potholes may be required for this project.

A3: LEGAL DESCRIPTIONS

New easements (likely drainage and/or temporary construction) may be required for this project pending the selected option. Dibble will prepare up to 2 legal descriptions with exhibits for new land rights.

A4: ADDITIONAL SUPPLEMENTAL SURVEY

If the facility sizes and elevations of the existing storm drain systems serving the retention basin cannot be obtained from as-built drawings, field survey will be conducted to collect missing data.

EXCLUSIONS TO THIS SCOPE OF SERVICES

The work listed below is specifically excluded from this scope of work, but can be added to the contract for an additional fee to be negotiated should the City elect to do so:

- Site civil improvement design including any pavement, curb, sidewalk, lighting, and structures.
- Landscape, irrigation, and SWPPP design
- Floodplain Mapping and FEMA coordination
- Utility relocation design
- Environmental investigations
- 401/404 Permitting

- Sediment Transport Analysis
- Geotechnical investigation or analysis
- Traffic control design
- Public Outreach/Public Involvement
- Construction staking/Construction inspection
- As-built survey
- Permitting submittals and fees

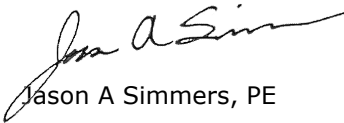
FEES

Dibble is prepared to complete the services described herein for a fixed, lump sum fee as summarized below:

1.0	Supplemental Survey	\$ 7,192
2.0	Conceptual Design	\$ 30,120
3.0	Design Development	\$ 25,380
4.0	Construction Documents	\$ 17,642
5.0	Utility Coordination	\$ 2,268
6.0	Project Management and Meetings	\$ 4,828
	SUBTOTAL	\$ 71,620
	Direct Expense: Percolation Test/Mileage	\$ 5,300
	Total Project Lump Sum Fee (Base Contract)	\$ 92,730
	Allowances	
A1	Structural Design	\$ 8,000
A2	Potholes	\$ 5,000
A3	Legal Descriptions	\$ 2,500
A4	Additional Supplemental Survey	\$ 2,500
	Total Project Lump Sum Fee (with Allowance)	\$ 110,730

We appreciate this opportunity to serve the City on this project. Please contact us at your convenience with any questions regarding the enclosed documents.

Regards,


Jason A Simmers, PE

Senior Project Manager

Dibble



Paul Balch, PE

Vice President/Transportation Group Leader

Dibble

Enclosures



City of Tolleson

NEC 91st Ave and Van Buren St Site Drainage Design On-Call Engineering and Surveying Services Contract – Task Order CONSULTANT/SUBCONSULTANT FEE PROPOSAL SUMMARY

LABOR BREAKDOWN:

Classification	Hours	Billing Rate	Cost
Sr Project Manager	55	\$ 230.00	\$ 12,650.00
Senior Engineer	58	\$ 210.00	\$ 12,180.00
Project Engineer	174	\$ 172.00	\$ 29,928.00
Assistant Engineer	150	\$ 140.00	\$ 21,000.00
Senior Designer	36	\$ 150.00	\$ 5,400.00
Designer	16	\$ 130.00	\$ 2,080.00
Senior Technician	16	\$ 143.00	\$ 2,288.00
Technician	16	\$ 119.00	\$ 1,904.00
Total Hours	521		\$ 87,430.00

DIRECT EXPENSE

Percolation Test (Subconsultant)	\$ 5,000.00
Mileage	\$ 300.00
Direct Subtotal	\$ 5,300.00

TOTAL LUMP SUM FEE (BASE CONTRACT):	\$ 92,730.00
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ALLOWANCES:

A1: Strutural Design	\$ 8,000.00
A2: Potholes	\$ 5,000.00
A3: Legal Descriptions	\$ 2,500.00
A4: Additional Supplemental Survey	\$ 2,500.00

SUBTOTAL (ALLOWANCES):	\$ 18,000.00
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TOTAL PROPOSED LUMP SUM FEE:	\$ 110,730.00
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Signature

10/22/2025

Date

Vice President/Transporation Group Leader

Title

City of Tolleson

NEC 91st Ave and Van Buren St Site Drainage Design
On-Call Engineering and Surveying Services Contract – Task Order

DIBBLE STAFF - HOUR MATRIX

Phase	Task	Description	\$ 250.00	\$ 230.00	\$ 210.00	\$ 172.00	\$ 140.00	\$ 150.00	\$ 130.00	\$ 143.00	\$ 119.00	Total Staff Hours	Total Fee
			Project Principal	Sr Project Manager	Senior Engineer	Project Engineer	Assistant Engineer	Senior Designer	Designer	Senior Technician	Technician		
1	91st Avenue & Van Buren Site Drainage												
	1	Supplemental Survey		4					16	16	16	52	\$ 7,192.00
	2	Conceptual Design		6	24	70	64	18				182	\$ 30,120.00
	3	Design Development		12	18	50	56	16				152	\$ 25,380.00
	4	Construction Documents		13	16	46	22	2				99	\$ 17,642.00
	5	Utility Coordination		2		4	8					14	\$ 2,268.00
	6	Project Management and Meetings		18		4						22	\$ 4,828.00
TOTAL STAFF HOURS				55	58	174	150	36	16	16	16	521	
TOTAL FEE			\$ -	\$ 12,650.00	\$ 12,180.00	\$ 29,928.00	\$ 21,000.00	\$ 5,400.00	\$ 2,080.00	\$ 2,288.00	\$ 1,904.00		\$ 87,430.00

CITY COUNCIL REPORT



SUBJECT: First Amendment to GHD Professional Services Agreement

MEETING DATE: January 13, 2026

TO: Mayor and Council

FROM: Jamie McCracken, Utilities Director

REVIEWED: Reyes Medrano, Jr., City Manager

PURPOSE:

The Utilities Department is requesting approval of the First Amendment to the Professional Services Agreement between the City of Tolleson and GHD Inc. to increase the compensation limit and extend the term for professional services associated with the planning and management of reclaimed water from the City's Wastewater Treatment Plant.

BACKGROUND:

On October 10, 2024, the City of Tolleson entered into a Professional Services Agreement with GHD Inc. to provide professional services related to water and wastewater infrastructure planning, including efforts to maximize the City's water resources. As part of these efforts, the Utilities Department is evaluating the feasibility of constructing recharge basins to enhance groundwater replenishment.

DISCUSSION:

GHD Inc. is providing specialized hydrogeological survey and analysis services to support the design of recharge basins. These services include evaluating subsurface conditions, groundwater movement, and recharge capacity to ensure the long-term effectiveness and regulatory compliance of the proposed facilities.

The First Amendment increases the not-to-exceed compensation amount to \$200,000 per fiscal year and extends the agreement term through June 30, 2026. All other terms and conditions of the original Professional Services Agreement remain unchanged and in full force and effect. Approval of this amendment will allow the Utilities Department to continue critical planning and technical analysis of recharge facilities.

BUDGET IMPACT:

The amended agreement authorizes payments to GHD Inc. in an amount not to exceed \$200,000 per fiscal year, subject to available budget appropriations. Funding for these services is available within the Utilities Department budget.

RECOMMENDATION:

Staff recommends approval of the First Amendment to the Professional Services Agreement between the City of Tolleson and GHD Inc.

ATTACHMENTS:

1. 01 13 26 UT - First Amendment to PSA - GHD Inc. - End Date 06 30 26

**AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE CITY OF TOLLESON
AND
GHD INC.**

THIS AMENDMENT NUMBER NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT (this “First Amendment”) between the CITY OF TOLLESON, an Arizona municipal corporation (the “City”) and GHD INC., a California corporation (the “Consultant”), (collectively, the “parties”), is hereby entered into and shall be effective on the last signature date set forth below.

Note: Amendment changes are noted with additions in **bold** font and deletions in ~~strikeout~~ font.

RECITALS

A. The City and the Consultant entered into a Professional Services Agreement on October 10, 2024 (the “Agreement”) for Consultant to assist the City in utilizing excess capacity at its Wastewater Treatment Plant (WWTP) (the “Services”). The terms of the Agreement are incorporated herein by reference.

B. The parties desire to amend the Agreement to increase the compensation limit in the Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing introduction and recitals, which are incorporated herein by reference, the following mutual covenants and conditions, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and the Consultant hereby agree as follows:

1. The parties agree to amend the second sentence of Paragraph 3 Compensation of the Agreement, as follows:

“Commencing with the fiscal year July 1, 2024 through ~~June 30, 2025~~**June 30, 2026**, the City’s payments to the Consultant, if any, shall not exceed an aggregate amount of ~~\$100,000~~**\$200,000.00** for each fiscal year, for the Services at the rates that shall be agreed upon by the parties.”

2. The parties agree to amend Pierce Coleman PLLC notice address in Paragraph 14.14 of the Agreement as follows:

With copy to:	Pierce Coleman PLLC 7730 East Scottsdale Road, Suite 105 17851 N. 85TH STREET, SUITE 175 Scottsdale, Arizona 85260 85255 . Attn: Justin Pierce, City Attorney
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3. Effect of Amendment. In all other respects, the Agreement is affirmed and ratified and, except as expressly modified herein, all terms and conditions of the Agreement shall remain in full force and effect.

4. Non-Default. By executing this First Amendment, the Consultant affirmatively asserts that (i) the City is not currently in default, nor has it been in default at any time prior to this First Amendment, under any of the terms or conditions of the Agreement and (ii) any and all claims, known and unknown, relating to the Agreement and existing on or before the date of this First Amendment are forever waived.

5. Conflict of Interest. This First Amendment and the Agreement may be canceled by the City pursuant to A.R.S. § 38-511.

[SIGNATURES ON THE FOLLOWING PAGE(S).]

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK.]

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment as of the date and year last set forth below.

“City”

CITY OF TOLLESON,
an Arizona municipal corporation

Reyes Medrano, Jr., City Manager

Date

ATTEST:

Crystal Zamora, City Clerk

APPROVED AS TO FORM:

Justin S. Pierce, City Attorney

“Consultant”

GHD INC.,
a California corporation

By:  _____

12/29/2025

Name: Bhaskar Kolluri

DATE

Its: Business Group Leader

CITY COUNCIL REPORT



SUBJECT: Metron Farnier Cooperative Purchasing Agreement

MEETING DATE: January 13, 2026

TO: Mayor and Council

FROM: Jamie McCracken, Utilities Director

REVIEWED: Reyes Medrano, Jr., City Manager

PURPOSE:

The Utilities Department is requesting approval of a Cooperative Purchasing Agreement between the City of Tolleson and Metron Farnier, LLC for the purchase and replacement of water meters and related equipment and services.

BACKGROUND:

Water meters are a critical component of the City's water distribution system and are used to accurately measure customer water usage for billing and water resource management. Over time, water meters experience mechanical wear and accuracy degradation, which typically results in meters under-reading actual water consumption. This loss of accuracy can negatively impact revenue recovery and system efficiency.

The Town of Camp Verde conducted a competitive procurement process and entered into a contract with Metron Farnier, LLC for water meters and automatic meter infrastructure (AMI) systems. Pursuant to City Code Section 3-5-7, the City of Tolleson is authorized to utilize cooperative contracts that allow participation by other public agencies.

DISCUSSION:

This Cooperative Purchasing Agreement allows the Utilities Department to purchase water meters, materials, and related services from Metron Farnier, LLC on an as-needed basis through June 30, 2026. Replacing aging and under-performing water meters will improve metering accuracy, ensure equitable billing for customers, and enhance overall system reliability.

The agreement establishes an indefinite quantity, indefinite delivery arrangement, allowing the City flexibility to replace meters based on condition, age, and operational priorities. The maximum authorized expenditure under this agreement is \$400,000 per fiscal year, subject to budget availability and City approval of individual purchase orders.

BUDGET IMPACT:

The City shall pay Metron Farnier, LLC an amount not to exceed \$400,000 per fiscal year for equipment and services. Funding for water meter replacements is available within the Utilities Department budget and will be expended as needed.

RECOMMENDATION:

Staff recommends approval of the Cooperative Purchasing Agreement between the City of Tolleson and Metron Farnier, LLC for water meter replacement equipment and services.

ATTACHMENTS:

1. 01 13 26 UT - CPA - Metron Farnier - End Date 06 30 26

COOPERATIVE PURCHASING AGREEMENT
BETWEEN
THE CITY OF TOLLESON
AND
METRON FARNIER, LLC

THIS COOPERATIVE PURCHASING AGREEMENT (this “Agreement”) between the CITY OF TOLLESON, an Arizona municipal corporation (the “City”), and METRON FARNIER, LLC, a Colorado limited liability company (the “Vendor”) (collectively, the “parties”), is hereby entered into and shall be effective on the last signature date set forth below.

RECITALS

A. After a competitive procurement process, the Town of Camp Verde, an Arizona municipal corporation and Vendor entered into Contract No. 2024-189 (the “Cooperative Contract”) for water meters, materials, equipment, facilities and services related to Water Meter Replacement with an Automatic Meter Infrastructure System (“Equipment and Services”). A copy of the Cooperative Contract is on file with the City Clerk’s office and is incorporated herein by reference.

B. The City is permitted, pursuant to Section 3-5-7 of the City Code, to make purchases under the Cooperative Contract, at its discretion and with the agreement of the awarded Vendor, and the Cooperative Contract permits its cooperative use by other public entities, including the City.

C. The City and the Vendor desire to enter into this Agreement for the purpose of (i) acknowledging their cooperative contractual relationship under the Cooperative Contract and this Agreement, (ii) establishing the terms and conditions by which the Vendor may provide the City with the required Products, and (iii) setting the maximum aggregate amount to be expended pursuant to this Agreement related to the Equipment and Services.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing introduction and recitals, which are incorporated herein by reference, the following mutual covenants and conditions, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and the Vendor hereby agree as follows:

1. Term of Agreement. This Agreement shall be effective on the last signature date set forth below and shall remain in full force and effect until June 30, 2026 (the “Term”), unless terminated as otherwise provided in this Agreement or the Cooperative Contract.

2. Scope of Work. This is an indefinite quantity and indefinite delivery, i.e., as needed as determined by the City, Agreement for Equipment and Services under the terms and conditions of the Cooperative Contract. The City does not guarantee that any minimum or

maximum number of purchases will be made pursuant to this Agreement. Purchases will only be made when the City identifies a need and proper authorization and documentation have been approved. For purchase(s) determined by the City to be appropriate for this Agreement, the Vendor shall provide the Equipment and Services to the City in such quantities and configurations agreed upon between the parties, in a written invoice, quote, Purchase Order or other form of written agreement describing the work to be completed (each, a "Purchase Order"). Each Purchase Order approved and accepted by the parties pursuant to this Agreement shall (i) contain a reference to this Agreement and the Cooperative Contract and (ii) be attached hereto as Exhibit A and incorporated herein by reference. Purchase Orders submitted without referencing this Agreement and the Cooperative Contract will be subject to rejection.

2.1 Inspection; Acceptance. All Equipment and Services are subject to final inspection and acceptance by the City. Equipment and Services failing to conform to the requirements of this Agreement and/or the Cooperative Contract will be held at Vendor's risk and may be returned to the Vendor. If so returned, all costs are the responsibility of the Vendor. Upon discovery of non-conforming Equipment and Services, the City may elect to do any or all of the following by written notice to the Vendor: (i) waive the non-conformance; (ii) stop the work immediately; or (iii) bring the Equipment and Services into compliance and withhold the cost of same from any payments due to the Vendor.

2.2 Cancellation. The City reserves the right to cancel Purchase Orders within a reasonable period of time after issuance. Should a Purchase Order be canceled, the City agrees to reimburse the Vendor, but only for actual and documentable costs incurred by the Vendor due to and after issuance of the Purchase Order. The City will not reimburse the Vendor for any costs incurred after receipt of City notice of cancellation, or for lost profits, shipment of product prior to issuance of Purchase Order or for anything not expressly permitted pursuant to this Agreement.

3. Compensation. The City's payments to the Vendor (if any) shall not exceed an aggregate amount of \$400,000.00 for each fiscal year, July 1st through June 30th, for the Equipment and Services at payment rates that shall be agreed upon by the parties. If an entire fiscal year does not fall within the Term of this Agreement, the aggregate compensation limit for that partial year shall be reduced to an amount equal to the compensation limit multiplied by a factor having as its numerator the number of days in the partial fiscal year and as its denominator the number three hundred sixty-five (365).

4. Payments. The City shall pay the Vendor based upon acceptance and delivery of Equipment and Services performed and completed to date, and upon submission and approval of invoices. Each invoice shall (i) contain a reference to this Agreement and the Cooperative Contract and (ii) document and itemize all work completed to date. The invoice statement shall include a record of materials delivered, time expended, and work performed in sufficient detail to justify payment. Additionally, invoices submitted without referencing this Agreement and the Cooperative Contract will be subject to rejection and may be returned.

5. Records and Audit Rights. To ensure that the Vendor and its subcontractors are complying with the warranty under Section 6 below, Vendor's and its subcontractors' books, records, correspondence, accounting procedures and practices, and any other supporting evidence relating to this Agreement, including the papers of any Vendor and its subcontractors' employees who perform any work or services pursuant to this Agreement (all of the foregoing hereinafter referred to as "Records"), shall be open to inspection and subject to audit and/or reproduction during normal working hours by the City, to the extent necessary to adequately permit evaluation of the Vendor's and its subcontractors' compliance with the Arizona employer sanctions laws referenced in Section 6 below. To the extent necessary for the City to audit Records as set forth in this Section, Vendor and its subcontractors hereby waive any rights to keep such Records confidential. For the purpose of evaluating or verifying such actual or claimed costs or units expended, the City shall have access to said Records, even if located at its subcontractors' facilities, from the effective date of this Agreement for the duration of the work and until three years after the date of final payment by the City to Vendor pursuant to this Agreement. Vendor and its subcontractors shall provide the City with adequate and appropriate workspace so that the City can conduct audits in compliance with the provisions of this Section. The City shall give Vendor or its subcontractors' reasonable advance notice of intended audits. Vendor shall require its subcontractors to comply with the provisions of this Section by insertion of the requirements hereof in any subcontract pursuant to this Agreement.

6. E-verify Requirements. To the extent applicable under A.R.S. § 41-4401, the Vendor and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees and their compliance with the E-verify requirements under A.R.S. § 23-214(A). Vendor's or its subcontractors' failure to comply with such warranty shall be deemed a material breach of this Agreement and may result in the termination of this Agreement by the City.

7. Conflict of Interest. This Agreement may be canceled by the City pursuant to A.R.S. § 38-511.

8. Applicable Law; Venue. This Agreement shall be governed by the laws of the State of Arizona and a suit pertaining to this Agreement may be brought only in courts in Maricopa County, Arizona.

9. Agreement Subject to Appropriation. The City is obligated only to pay its obligations set forth in this Agreement as may lawfully be made from funds appropriated and budgeted for that purpose during the City's then current fiscal year. The City's obligations under this Agreement are current expenses subject to the "budget law" and the unfettered legislative discretion of the City concerning budgeted purposes and appropriation of funds. Should the City elect not to appropriate and budget funds to pay its Agreement obligations, this Agreement shall be deemed terminated at the end of the then-current fiscal year term for which such funds were appropriated and budgeted for such purpose and the City shall be relieved of any subsequent obligation under this Agreement. The parties agree that the City has no obligation or duty of good faith to budget or appropriate the payment of the City's obligations set forth in this Agreement

in any budget in any fiscal year other than the fiscal year in which this Agreement is executed and delivered. The City shall be the sole judge and authority in determining the availability of funds for its obligations under this Agreement. The City shall keep Vendor informed as to the availability of funds for this Agreement. The obligation of the City to make any payment pursuant to this Agreement is not a general obligation or indebtedness of the City. Vendor hereby waives any and all rights to bring any claim against the City from or relating in any way to the City's termination of this Agreement pursuant to this section.

10. Conflicting Terms. In the event of any inconsistency, conflict, or ambiguity among the terms of this Agreement, any City-approved Purchase Orders, the Cooperative Contract, and invoices, the documents shall govern in the order listed herein. Notwithstanding the foregoing, and in conformity with Section 2 above, unauthorized exceptions, conditions, limitations, or provisions in conflict with the terms of this Agreement or the Cooperative Contract (collectively, the "Unauthorized Conditions"), other than the City's project-specific requirements, are expressly declared void and shall be of no force and effect. Acceptance by the City of any Purchase Order or invoice containing any such Unauthorized Conditions or failure to demand full compliance with the terms and conditions set forth in this Agreement or under the Cooperative Contract shall not alter such terms and conditions or relieve Vendor from, nor be construed or deemed a waiver of, its requirements and obligations in the performance of this Agreement.

11. Rights and Privileges. To the extent provided under the Cooperative Contract, the City shall be afforded all of the rights and privileges afforded to the Town of Camp Verde, an Arizona municipal corporation and shall be "Town of Camp Verde" (as defined in the Cooperative Contract) for the purposes of the portions of the Cooperative Contract that are incorporated herein by reference.

12. Indemnification; Insurance. In addition to and in no way limiting the provisions set forth in Section 11 above, the City shall be afforded all of the insurance coverage and indemnifications afforded to the Lead Public Agency to the extent provided under the Cooperative Contract, and such insurance coverage and indemnifications shall inure and apply with equal effect to the City under this Agreement including, but not limited to, the Vendor's obligation to provide the indemnification and insurance. In any event, the Vendor shall indemnify, defend and hold harmless the City and each council member, officer, employee or agent thereof (the City and any such person being herein called an "Indemnified Party"), for, from and against any and all losses, claims, damages, liabilities, costs and expenses (including, but not limited to, reasonable attorneys' fees, court costs and the costs of appellate proceedings) to which any such Indemnified Party may become subject, under any theory of liability whatsoever ("Claims"), insofar as such Claims (or actions in respect thereof) relate to, arise out of, or are caused by or based upon the negligent acts, intentional misconduct, errors, mistakes or omissions, in connection with the work or services of the Vendor, its officers, employees, agents, or any tier of subcontractor in the performance of this Agreement.

refer to the date on which the party, and not its counsel or other recipient to which a copy of the notice may be sent, is deemed to have received the notice.

[SIGNATURES APPEAR ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year last set forth below.

“City”

CITY OF TOLLESON,
an Arizona municipal corporation

Reyes Medrano, Jr., City Manager

DATE

ATTEST:

Crystal Zamora, City Clerk

APPROVED AS TO FORM:

Justin S. Pierce
Pierce Coleman PLLC
City Attorney

“Vendor”

METRON FARNIER, LLC,
a Colorado limited liability company

By: _____
Name: _____
Its: _____

DATE

EXHIBIT A
TO
COOPERATIVE PURCHASING AGREEMENT
BETWEEN
THE CITY OF TOLLESON
AND
METRON FARNIER, LLC

[Purchase Order]

See following pages (to be added subsequent to execution).

CITY COUNCIL REPORT



SUBJECT: First Amendment to Ferguson Enterprises Cooperative Purchasing Agreement

MEETING DATE: January 13, 2026

TO: Mayor and Council

FROM: Jamie McCracken, Utilities Director

REVIEWED: Reyes Medrano, Jr., City Manager

PURPOSE:

The Utilities Department is requesting approval of the First Amendment to the Cooperative Purchasing Agreement between the City of Tolleson and Ferguson Enterprises, LLC to extend the term and increase the compensation limit for the purchase of water system materials and supplies.

BACKGROUND:

On January 15, 2025, the City of Tolleson entered into a Cooperative Purchasing Agreement with Ferguson Enterprises, LLC utilizing an Arizona Department of Administration cooperative contract for facilities and building supplies. These materials and supplies are routinely used by the Utilities Department for water system maintenance, emergency repairs, and response to water main breaks.

Due to the ongoing need for readily available materials to ensure timely response to system failures and infrastructure repairs, the Utilities Department has determined that additional funding authority and an extension of the agreement term are necessary.

DISCUSSION:

Ferguson Enterprises, LLC provides essential water system materials and supplies, including pipes, fittings, valves, and related components required to repair water main breaks and maintain system reliability. The availability of these materials allows Utilities staff to respond quickly to emergency situations, minimize service disruptions, and protect public health and safety.

The First Amendment extends the agreement term through December 31, 2026, and increases the annual not-to-exceed compensation amount to \$200,000. All other terms and conditions of the original Cooperative Purchasing Agreement remain unchanged and in full force and effect.

BUDGET IMPACT:

The amended agreement authorizes expenditures in an amount not to exceed \$200,000 annually for water system materials and supplies. Funding for these purchases is available within the Utilities Department budget and will be expended on an as-needed basis.

RECOMMENDATION:

Staff recommends approval of the First Amendment to the Cooperative Purchasing Agreement between the City of Tolleson and Ferguson Enterprises, LLC for water system materials and supplies.

ATTACHMENTS:

1. 01 13 26 UT - First Amendment to CPA - Ferguson Enterprises - End Date 12 31 26

**AMENDMENT NO. 1 TO THE COOPERATIVE PURCHASING AGREEMENT
BETWEEN
THE CITY OF TOLLESON
AND
FERGUSON ENTERPRISES, LLC**

THIS AMENDMENT NO. 1 TO THE COOPERATIVE PURCHASING AGREEMENT (this “First Amendment”) between the CITY OF TOLLESON, an Arizona municipal corporation (the “City”) and FERGUSON ENTERPRISES, LLC, a Virginia limited liability company (the “Contractor”), (collectively, the “parties”), is hereby entered into and shall be effective on the last signature date set forth below.

Note: Amendment changes are noted with additions in **bold** font and deletions in ~~strikeout~~ font.

RECITALS

A. The City and the Contractor entered into a Cooperative Purchasing Agreement on January 15, 2025 (the “Agreement”) based upon the Arizona Department of Administration (“AGENCY”) Contract No. CTR074549, as amended, (collectively, the “Cooperative Contract”), for Contractor to provide Facilities and Building Supplies (“Materials and Supplies”). The terms of the Agreement and the Cooperative Contract, and any amendments thereto, are incorporated herein by reference.

B. The City has determined that additional Services are necessary and desires to renew the term of the Agreement for one (1) Renewal Term and increase the compensation paid to Contractor.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing introduction and recitals, which are incorporated herein by reference, the following mutual covenants and conditions, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and the Contractor hereby agree as follows:

1. The parties agree to amend Paragraph 1 Term of Agreement as follows:
 1. Term of Agreement. **This Agreement is extended and shall be effective on the last signature date set forth below and shall remain in full force and effect until December 31, 2026 (the “Term”), unless terminated as otherwise provided in this Agreement or the Cooperative Contract.**
2. The parties agree to amend Paragraph 3 Compensation of the Agreement, as follows:

3. **Compensation.** The City shall pay Contractor for the Term and for each annual aggregate amount not to exceed ~~\$100,000.00~~**\$200,000.00** for the Materials and Supplies at the rates that shall be agreed upon by the parties.

3. **Effect of Amendment.** In all other respects, the Agreement is affirmed and ratified and, except as expressly modified herein, all terms and conditions of the Agreement shall remain in full force and effect.

4. **Non-Default.** By executing this First Amendment, the Contractor affirmatively asserts that (i) the City is not currently in default, nor has it been in default at any time prior to this First Amendment, under any of the terms or conditions of the Agreement and (ii) any and all claims, known and unknown, relating to the Agreement and existing on or before the date of this First Amendment are forever waived.

5. **Conflict of Interest.** This First Amendment and the Agreement may be canceled by the City pursuant to A.R.S. § 38-511.

[SIGNATURES ON FOLLOWING PAGE.]

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment as of the date and year last set forth below.

“City”

CITY OF TOLLESON,
an Arizona municipal corporation

Reyes Medrano, Jr., City Manager

Date

ATTEST:

Crystal Zamora, City Clerk

APPROVED AS TO FORM:

Justin S. Pierce, City Attorney

“Contractor”

FERGUSON ENTERPRISES, LLC,
a Virginia limited liability company

By: _____
Name: _____
Its: _____

Date

CITY COUNCIL REPORT



SUBJECT: Qualified Consultant List for On-Call Utility Engineering

MEETING DATE: January 13, 2026

TO: Mayor and Council

FROM: Jamie McCracken, Utilities Director

REVIEWED: Reyes Medrano, Jr., City Manager

PURPOSE:

The Utilities Department is requesting approval of a Qualified Consultant List (QCL) for on-call water and wastewater utility engineering services to support the design and construction of critical water and sewer infrastructure projects throughout the City.

BACKGROUND:

The City of Tolleson issued a Request for Qualifications (RFQ) for On-Call Utility Engineering Services to establish a pool of qualified consulting firms capable of providing professional engineering services on an as-needed basis. The RFQ was advertised in accordance with procurement requirements and published in the Arizona Business Gazette on October 9, 2025 and October 16, 2025. Statements of Qualifications were received through the OpenGov Procurement Portal and evaluated by a selection committee based on experience, technical expertise, and demonstrated ability to perform the required services.

DISCUSSION:

The proposed Qualified Consultant List will allow the Utilities Department to efficiently procure professional engineering services for a wide range of water and wastewater infrastructure projects. These services include, but are not limited to, the design and construction of sewers and water mains, pump and lift stations, wells, storage tanks, electro dialysis reversal systems, and wastewater treatment processes.

The following firms are recommended for inclusion on the Qualified Consultant List:

- Black and Veatch Corporation
- Brown and Caldwell
- Canfield Engineering & Integration, LLC
- Civil and Environmental Consultants, Inc.
- Colliers Engineering & Design
- Conсор North America, Inc.
- Dibble & Associates Consulting Engineers, Inc.
- Kimley-Horn
- GHD Inc.
- Hazen and Sawyer
- Kennedy/Jenks Consultants, Inc.
- Stanley Consultants, Inc.

Sunrise Engineering, LLC
Valentine Environmental Engineers
Water Works Engineers
Wilson Engineers

The QCL will be established for an initial term of one year, with the option to renew for up to four additional one-year periods. Individual Purchase Orders or Authorizations for Services issued under the QCL will not exceed \$500,000, and each prime consultant will be subject to an aggregate annual cap of \$1,000,000. This approach provides flexibility while maintaining fiscal controls and ensuring competitive, timely delivery of professional services.

BUDGET IMPACT:

There is no immediate fiscal impact associated with approval of the Qualified Consultant List. Funding will be identified and approved on a project-by-project basis through individual Purchase Orders or Authorizations for Services, subject to the annual aggregate cap of \$1,000,000 per prime consultant, and will be funded from approved Utilities Department capital or operating budgets as applicable.

RECOMMENDATION:

Staff recommends approval of the Qualified Consultant List for on-call water and wastewater engineering services for the Utilities Department.

ATTACHMENTS:

None