

DRAFT



MINUTES

**GOVERNMENT SERVICES COMMITTEE
CITY HALL
4th FLOOR CONFERENCE ROOM
5850 W. GLENDALE AVE.
GLENDALE, ARIZONA 85301**

**FEBRUARY 2, 2021
2:00 P.M.**

1. CALL TO ORDER

Councilmember Aldama called the meeting to order at 2:00 p.m.

2. ROLL CALL

Present: Jamie Aldama, Chair
Ian Hugh, Councilmember
Bart Turner, Councilmember

Also Present: Julie K. Bower, City Clerk
Michael Bailey, City Attorney
Kevin Phelps, City Manager

3. CITIZEN COMMENTS

None

4. APPROVAL OF THE MINUTES

1. Approval of the minutes of the January 5, 2021 Government Services Committee meeting

Motioned by Councilmember Ian Hugh, seconded by Councilmember Bart Turner to approve the minutes of the January 5, 2021 Government Services Committee meeting.

AYE: Chair Jamie Aldama
Councilmember Ian Hugh
Councilmember Bart Turner

Passed

5. RESIGNATIONS

Ms. Bower reported the following resignations:

Barbara Lentz, Sahuaro District, Human Relations Commission, effective January 13, 2021

Joni Dinges, Cactus District, Arts Commission, effective January 26, 2021

6. NEW BUSINESS

1. Aviation Advisory Commission draft bylaws

Mr. Bailey had reviewed and edited the draft Aviation Advisory Commission. He recommended that the Government Services Committee approve the draft bylaws with the exception of Section 204 regarding quorum:

Quorum

The Commission is composed of seven (7) voting members and a quorum necessary for the transaction of business shall consist of a majority of the appointed and seated voting members of the Commission, but not fewer than two (2) such members. Vacant Commission seats do not count toward the computation of a quorum. A member is seated on the commission after the member is sworn in by the City Council.

The business of the Commission shall be transacted by the majority vote of members present, except as provided in Sections 305 and 401 or as required by law.

Mr. Bailey said quorum was based on the number of members. The Aviation Advisory Commission was a 7-member board and therefore, a quorum would require 4 members to be present to conduct business at a meeting.

Ms. Bower had researched the membership history and found that there had been no vacancy issues and no attendance issues had been reported by the liaison.

There was consensus to approve the Aviation Advisory Commission's draft bylaws with the edits proposed by Mr. Bailey including the change to the calculation of quorum.

2. Government Services Committee (GSC) duties and responsibilities

Ms. Bower presented information on the types of issues that had come before the GSC since approximately 1988.

Mr. Bailey and Ms. Bower were directed to develop a draft of the mission and scope of the Government Services Committee for consideration at a future meeting.

3. Board and Commission Member Appreciation Dinner

Ms. Bower said the annual dinner was typically held in March. Last year's dinner had been canceled due to the COVID-19 pandemic. She asked if there was consensus to cancel the 2021 annual dinner due to the continuing pandemic.

There was consensus to cancel the dinner.

Ms. Bower would notify board and commission members and mail plaques and challenge coins to the outgoing board and commission members.

4. Board and Commission Member Satisfaction Survey

Ms. Bower said an annual satisfaction survey was sent to all board and commission members in March. She provided a copy of the questions contained in last year's survey and asked if the Committee wanted to formulate new questions or proceed with the questions as presented.

Councilmember Turner said the value of a survey was tracking responses over time.

Councilmember Aldama asked that a question regarding how COVID-19 had affected the business practices of boards and commissions be added.

Ms. Bower would draft the question and send it to the Committee members for review.

5. Extension of the temporary City Code Review Council Committee

Ms. Bower said the term of the temporary City Code Review Council Committee was set to expire on February 28, 2021. The Chair of the Committee, Councilmember Malnar, had requested an extension of the term of the Committee and the terms of its members to February 28, 2022. Resolution R20-15 had granted the previous extension and provided that any further extensions be approved by the Government Services Committee.

Councilmember Aldama said the Committee was supposed to provide a quarterly report to Council. Council had received only one report. The Committee had brought forward two items for Council consideration. He questioned the productivity of the Committee.

Mr. Bailey said the Committee was ready to bring more items to Council. The Committee was wrapping up its business and would be ready to sunset.

Councilmember Aldama said one of the main reason for forming the Committee was to address parking issues.

Mr. Phelps said the Committee was preparing to present items regarding parking.

Mr. Bailey said once the parking changes were presented, the Committee should be sunsetted.

Councilmember Turner was a member of the Committee. He said the Committee was tidying up loose ends. He did not believe it would take a year to do so.

Mr. Bailey recommended a 6-month extension.

The consensus was to extend the term of the temporary City Code Review Council Committee and its members to August 31, 2021.

7. MOTION TO ENTER INTO EXECUTIVE SESSION

Motioned by Councilmember Bart Turner, seconded by Councilmember Ian Hugh to hold an executive session.

AYE: Chair Jamie Aldama
Councilmember Ian Hugh
Councilmember Bart Turner
Passed

8. EXECUTIVE SESSION

The Government Services Committee entered into executive session at 2:19 p.m. for discussion and consideration of appointments and other issues regarding various boards and commissions pursuant to A.R.S. 38-431.03(A)(1).

Motioned by Councilmember Bart Turner, seconded by Chair Jamie Aldama to adjourn the executive session.

AYE: Chair Jamie Aldama
Councilmember Bart Turner
Other: Councilmember Ian Hugh (ABSENT)
Passed

Councilmember Aldama adjourned the executive session at 3:11 p.m.

9. NEXT MEETING

Ms. Bower said the next regular meeting of the Government Services Committee would be held on March 2, 2021 at 2:00 p.m., in the Council Conference Room of City Hall, located at 5850 W. Glendale Ave, Glendale, Arizona, 85301.

10. ADJOURNMENT

Councilmember Aldama adjourned the meeting at 3:12 p.m.

The Government Services Committee meeting minutes of February 2, 2021 were submitted and approved this ___ day of _____, 2021.

Julie K. Bower, MMC
City Clerk