



PLEASE SILENCE ALL ELECTRONIC COMMUNICATION DEVICES. THANK YOU.

NOTICE OF POSSIBLE QUORUM OF THE CITY OF BUCKEYE PLANNING AND ZONING COMMISSION OR OTHER COUNCIL APPOINTED BOARD: PLEASE NOTE THAT THERE MAY BE A QUORUM PRESENT BUT THERE WILL BE NO VOTING TAKING PLACE BY THE CITY PLANNING AND ZONING COMMISSION OR OTHER COUNCIL APPOINTED BOARD AT THIS MEETING.

**CITY OF BUCKEYE
COUNCIL WORKSHOP
SEPTEMBER 21, 2021
AGENDA**

**City Council Chambers
530 East Monroe Avenue
Buckeye, AZ 85326
3:30 PM**

REVISED AGENDA / Please note the following changes: Addition of Item 2A related to the City Manager Recruitment Process (Revised Agenda posted September 20 at 8:45 a.m.)

Accessibility for all persons with disabilities will be provided upon request. Please telephone your accommodation request (623) 349-6911, 72 hours in advance if you need a sign language interpreter or alternate materials for a visual or hearing impairment.

Voting Members will either attend in person or by telephone conference call or video presentation. Items listed may be considered in any order

IMPORTANT NOTICE REGARDING PUBLIC PARTICIPATION:

This meeting will be open to the public. Adherence to COVID-19 safety measures are recommended. If you would like to make a public comment, either in person or remotely, please review the information on the City's website and complete and submit the comment form found here:

<https://www.buckeyeaz.gov/government/city-clerk/meeting-agendas-minutes/meetings-agendas-minutes>

1. Call to Order/Roll Call

2. Workshop Items

2.A Council to discuss the City Manager recruitment strategy and attributes Council desires in our next City Manager

Summary: Our current City Manager, Roger Klingler, has announced he will be retiring on November 30, 2021. Staff will discuss, with Council, recruitment options, as well as provide an overview of typical steps involved in an executive level search.

Staff Liaison: Nancy Love, Human Resources Director, nlove@buckeyeaz.gov, (623) 349-6255

2.B Arizona Department of Transportation (ADOT) presentation and update regarding the Interstate 10 widening project from State Route 85 to Verrado Way.

Summary: The Arizona Department of Transportation began work on the Interstate 10, State Route 85 to Verrado Way project in mid-July. The project will add one general purpose lane in

each direction in the I-10 median, as well as reconstruct the interchanges at Miller and Watson roads to a Diverging Diamond (DDI) design to increase capacity, improve traffic flow and increase safety. Work on this \$82 million widening project is scheduled to take approximately two years to complete. ADOT will present Council with an update of the project.

Staff Liaison: Annie DeChance, Marketing & Communications Manager,
adechance@buckeyeaz.gov, (623) 349-6974

2.C [Presentation and discussion of the Fiscal Year \(FY\) 2021 Municipal Court Report.](#)

Summary: The presentation will be a review and recap of Fiscal Year 2021 and will include accomplishments, opportunities/challenges, change in leadership, and case filings.

Staff Liaison: Johnny Tse, Court Administrator, jtse@buckeyeaz.gov, (623) 349-6519

3. Adjournment.

**CITY OF BUCKEYE
Council Workshop Agenda
COUNCIL ACTION REPORT**

MEETING DATE: 09/21/21	AGENDA ITEM: 2.A. City Manager Recruitment Process
DATE PREPARED: 09/20/21	DISTRICT NO.:
STAFF LIAISON: Nancy Love, Human Resources Director, nlove@buckyeaz.gov, (623) 349-6255	
DEPARTMENT: Human Resources	AGENDA ITEM TYPE: Staff Reports / Discussion and Possible Direction from Council

TIME NEEDED: 30 minutes

ACTION/MOTION: (This language identifies the formal motion to be made by the Council) Council to discuss the City Manager recruitment strategy and attributes Council desires in our next City Manager

ADDITIONAL RELEVANT GOALS:

GOAL 5: Responsive and Accountable Government and Effective Public Services

SUMMARY

PROJECT DESCRIPTION:

Our current City Manager, Roger Klingler, has announced he will be retiring on November 30, 2021. Staff will discuss, with Council, recruitment options, as well as provide an overview of typical steps involved in an executive level search.

Items related to a project or facility location must include an attached vicinity map for Council Review.

ATTACHMENTS:

**CITY OF BUCKEYE
Council Workshop Agenda
COUNCIL ACTION REPORT**

MEETING DATE: 09/21/21	AGENDA ITEM: 2.B. Update on I-10 Widening project from SR 85 to Verrado Way by ADOT staff.
DATE PREPARED: 09/20/21	DISTRICT NO.:
STAFF LIAISON: Annie DeChance, Marketing & Communications Manager, adechance@buckeyeaz.gov, (623) 349-6974	
DEPARTMENT: Marketing & Communications	AGENDA ITEM TYPE: Report

TIME NEEDED: 30 minutes

ACTION/MOTION: (This language identifies the formal motion to be made by the Council) Arizona Department of Transportation (ADOT) presentation and update regarding the Interstate 10 widening project from State Route 85 to Verrado Way.

RELEVANT GOALS:

GOAL 2: Enhanced Economic Well-Being and Vitality

ADDITIONAL RELEVANT GOALS:

GOAL 3: A Well-Planned Urban Community

SUMMARY

PROJECT DESCRIPTION:

The Arizona Department of Transportation began work on the Interstate 10, State Route 85 to Verrado Way project in mid-July. The project will add one general purpose lane in each direction in the I-10 median, as well as reconstruct the interchanges at Miller and Watson roads to a Diverging Diamond (DDI) design to increase capacity, improve traffic flow and increase safety. Work on this \$82 million widening project is scheduled to take approximately two years to complete.

Construction of the interchanges will be phased to minimize impacts to local traffic and businesses. The Miller Road interchange will be constructed first, followed by the interchange at Watson Road. Forty-day closures of each of the interchange ramps, as well as the cross streets, will be required. Only two concurrent ramp closures will be allowed at a time. The current anticipated interchange construction phasing schedule is as follows:

Miller Road Interchange

- Phase 1: Starting Fall 2021 (Anticipated to start Sept. 27). 40-day closure of the eastbound on-ramp and westbound off-ramp.
- Phase 2: Starting Early 2022. 40-day closure of the eastbound off-ramp and westbound on-ramp.
- Phase 3: Starting Spring 2022. 50-day closure of Miller Road at I-10.

Watson Road Interchange

- Phase 1: Starting Summer 2022. 40-day closure of the westbound on-ramp and westbound off-ramp.
- Phase 2: Starting Fall 2022. 40-day closure of the eastbound on-ramp and eastbound off-ramp.
- Phase 3: Starting Early 2023. 50-day closure of Watson Rd at I-10.

Construction on Interstate 10 will occur throughout the duration of the project. To minimize impacts to I-10 traffic, no full closures of I-10 will be allowed. One lane restrictions will be allowed on I-10 during overnight hours and weekends. Additionally, the contractor will be required to avoid restrictions during larger special events, including the Buckeye Air Fair and marathon.

Please see the attached project fact sheet with more information on the project and the detour routes during the closures.

ADOT will provide advance notification of restrictions and closures via weekly project email alerts to I-10 subscribers and stakeholders, the weekend Travel Advisory news release, Nextdoor and other social media. ADOT staff has been and will continue to work closely with city of Buckeye Communications and Engineering staff to minimize impacts to Buckeye residents and businesses, proactively notify constituents of upcoming work restrictions and closures, and address concerns and issues during construction.

BENEFITS:

The current construction improvements underway on Interstate 10 will increase freeway capacity, improve traffic flow and safety at the interchanges, and accommodate future growth in the city.

Items related to a project or facility location must include an attached vicinity map for Council Review.

ATTACHMENTS:

[I-10 Construction Project Fact Sheet FINAL.pdf](#)

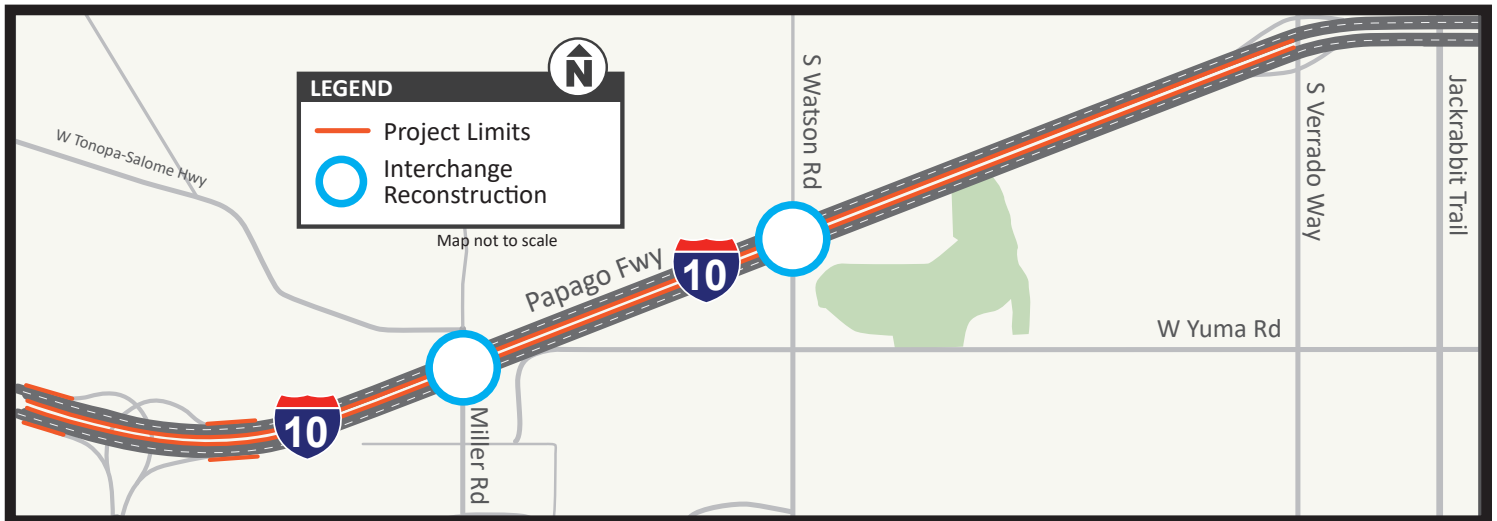
[Buckeye City Council Presentation 9.21.21 REV FINAL.pdf](#)



Project Fact Sheet

I-10: SR 85 TO VERRADO WAY IMPROVEMENTS

The Arizona Department of Transportation is making improvements to Interstate 10 between State Route 85 and Verrado Way in the city of Buckeye. The improvements include adding a third general purpose lane in each direction on I-10 and reconstructing the interchanges at Miller and Watson roads. These improvements will increase freeway capacity, improve traffic flow and safety at the interchanges and accommodate future growth in the city of Buckeye.



PROJECT ELEMENTS

- ▶ Adding one general purpose lane in each direction along the median from SR 85 to Verrado Way.
- ▶ Reconstructing traffic interchanges at Miller and Watson roads to a Diverging Diamond design.
- ▶ Fully reconstructing and widening Miller and Watson roads at I-10 to provide a minimum of two lanes in each direction.
- ▶ Constructing new drainage facilities, including storm drains and catch basins.
- ▶ Constructing sound walls along I-10 where warranted.
- ▶ Installing a freeway management system.

STAY INFORMED

- ▶ **Website:** Visit the project web page at: azdot.gov/I-10SR85toVerrado Please click subscribe to receive project updates and traffic alerts.
- ▶ **By phone:** Call the ADOT Bilingual Project Information Line at 855.712.8530.
- ▶ **Questions/Comments:** Email: Gaby Kemp at GKemp@azdot.gov

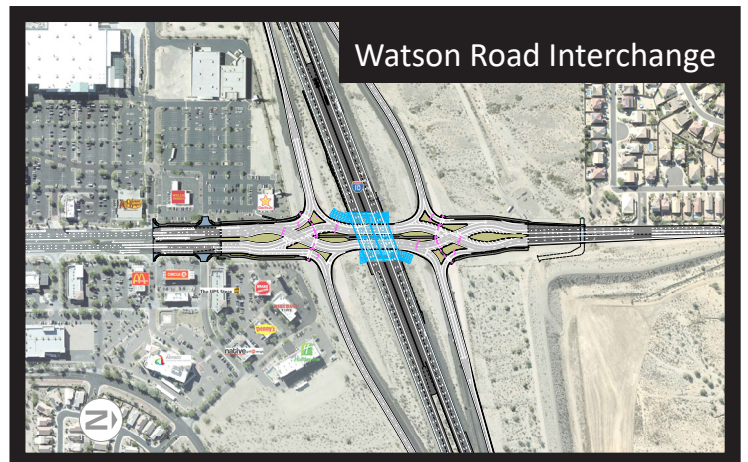
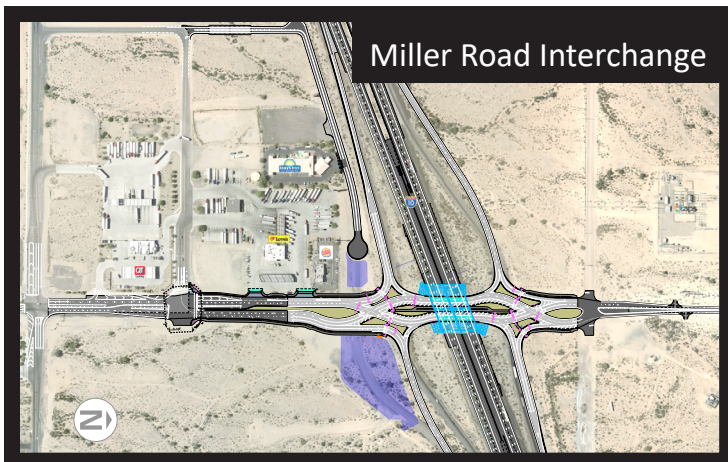
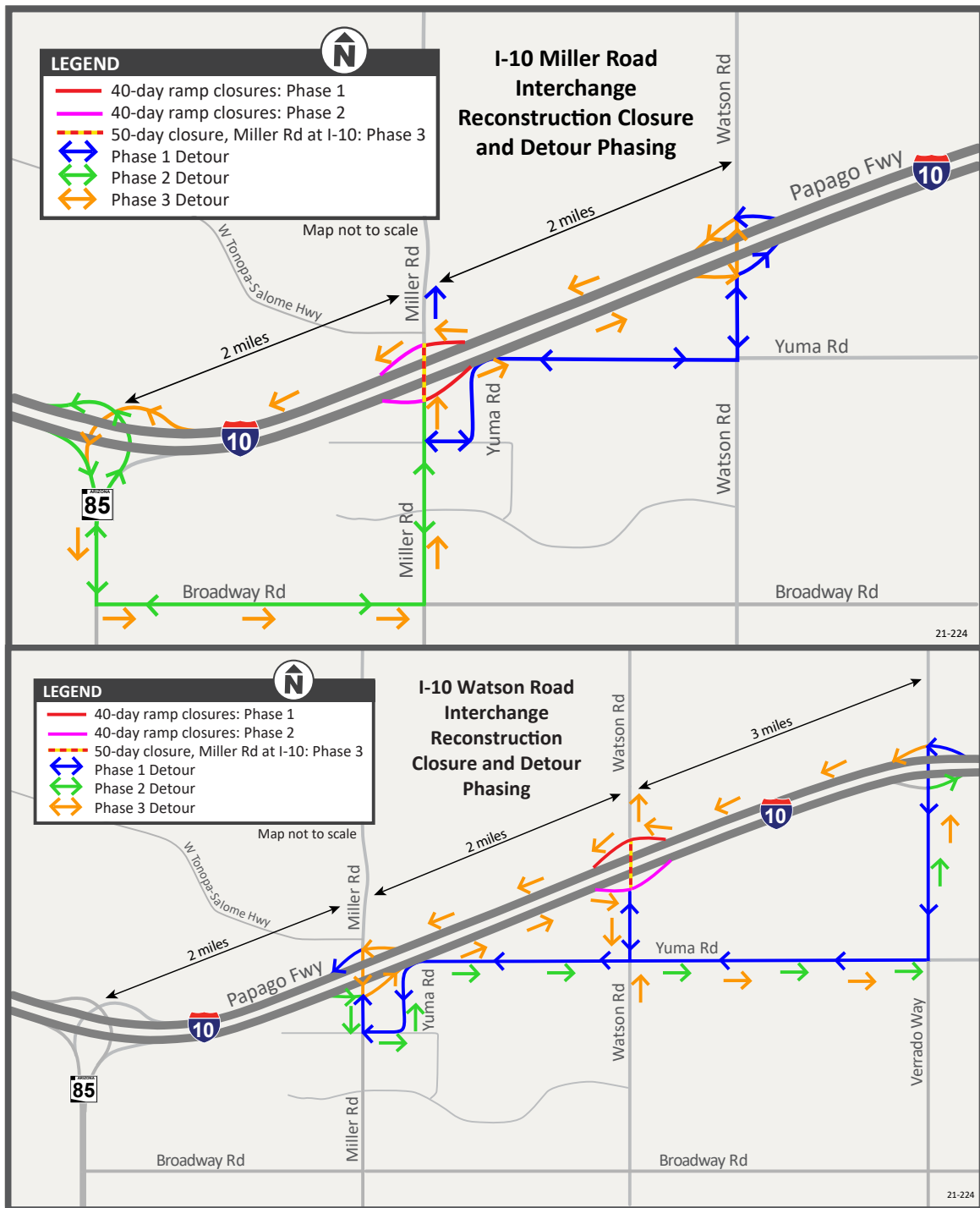
WHAT TO EXPECT

- ▶ Construction will require periodic restrictions on I-10, and closures of the interchange ramps and cross streets at Watson and Miller roads.
- ▶ Restrictions and closures will be minimized to the extent possible to lessen impacts.
- ▶ Interchange construction will be phased, with the Miller Road interchange constructed first. Construction of these interchanges will require 40-day closures of the ramps and 50-day closures of the cross street, as well as other short-term restrictions and closures. Only two ramps or the cross street will be allowed to be closed at a time.
- ▶ ADOT will provide advance notice of restrictions and closures to email subscribers and on the project traffic alert web page.

PROJECT SCHEDULE

- ▶ Construction began in summer 2021 and is expected to take approximately two years to complete.

CONSTRUCTION PHASING



I-10: SR 85 to Verrado Way Improvements



Buckeye City Council
September 21, 2021



ADOT Staff

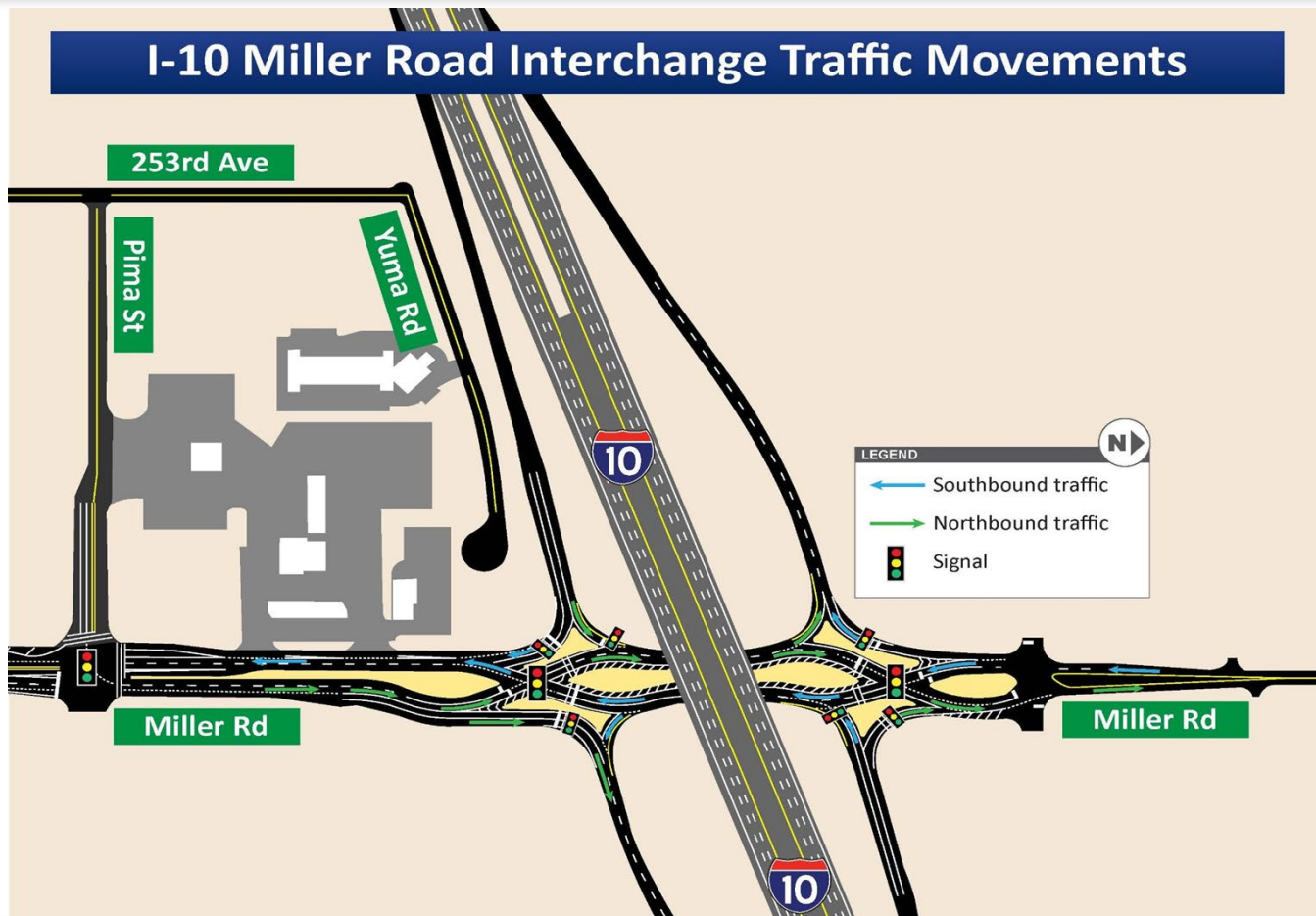
- Daina Mann, Asst. Communications Director, Community Relations
- Cliff Oltman, Resident Engineer for I-10 project
- Gaby Kemp, Community Relations Project Manager
- Jodi Rooney, Government Relations

Project Overview

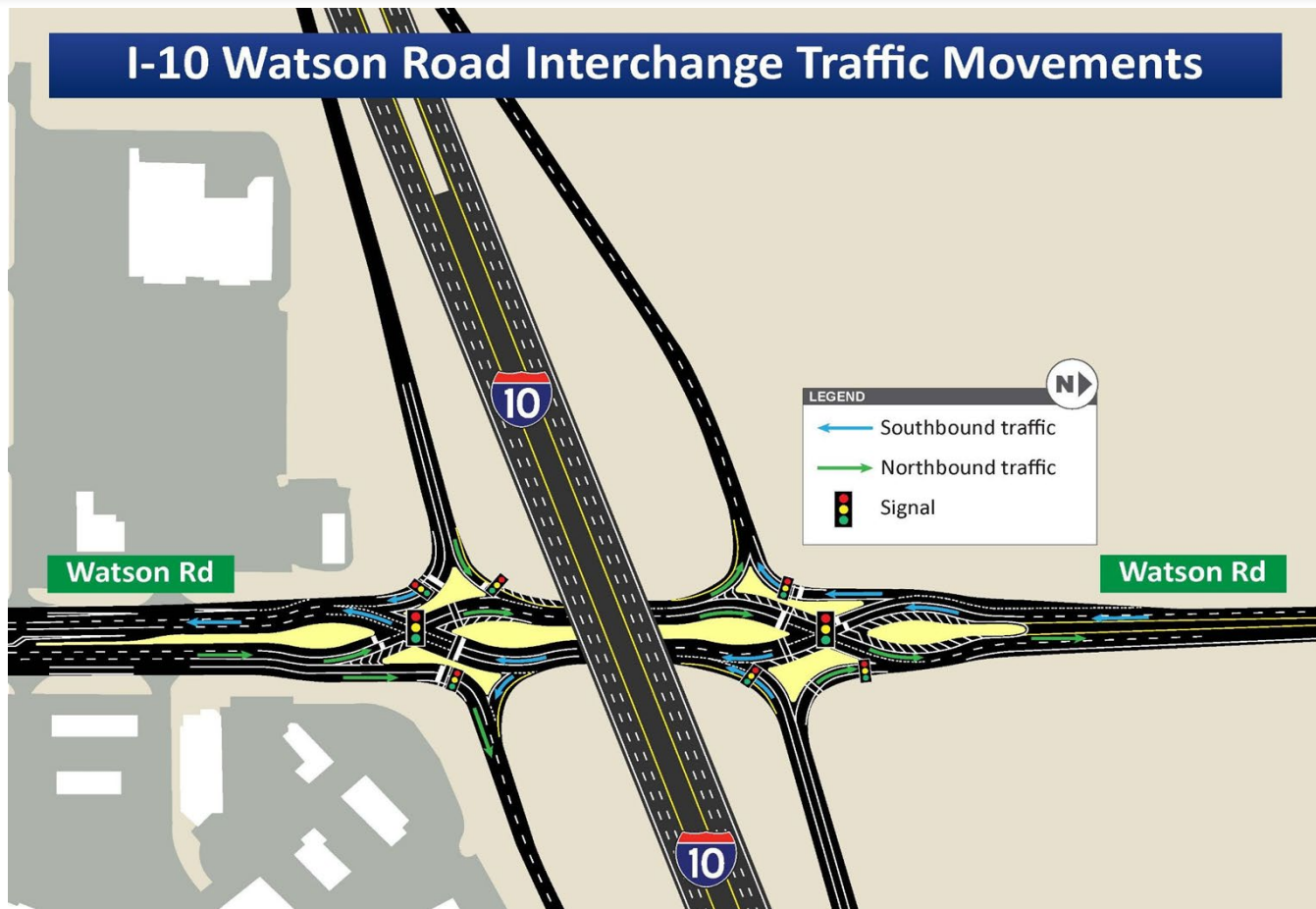
- Adds third general purpose lane in each direction
- Reconstructs interchanges at Miller and Watson roads to new Diverging Diamond design (DDI)
- Will improve traffic flow and accommodate future growth



I-10 Miller Road Interchange Traffic Movements



I-10 Watson Road Interchange Traffic Movements





Diverging Diamond Interchange



Minimizing Construction Impacts

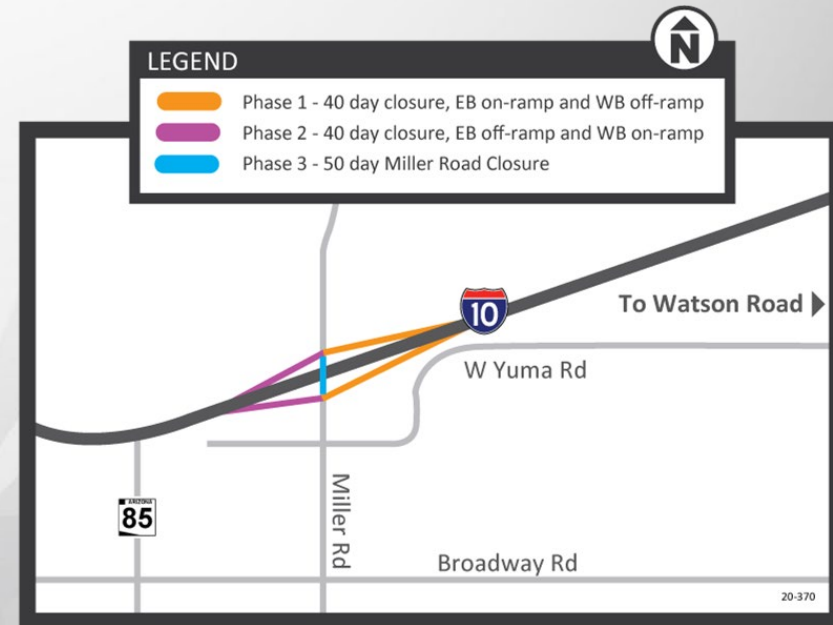
- No full closures of I-10!
- I-10 lane and ramp restrictions limited to overnight & weekends
- Phased construction of the Miller and Watson Road interchanges
 - Miller Rd interchange constructed first
 - Phased closures of the ramps and cross streets at each interchange
 - 40-day closures of two interchange ramps at a time
 - 50-day closures of Miller & Watson Rd



Miller Road Interchange Construction Phasing

- Phase 1: Starting January 2022*
 - 40-day closure: EB on-ramp/WB off-ramp
- Phase 2: Starting by Spring 2022
 - 40-day closure: EB off-ramp/WB on-ramp
- Phase 3: Starting Spring 2022*
 - 50-day closure: Miller Road at I-10

**Tentative*

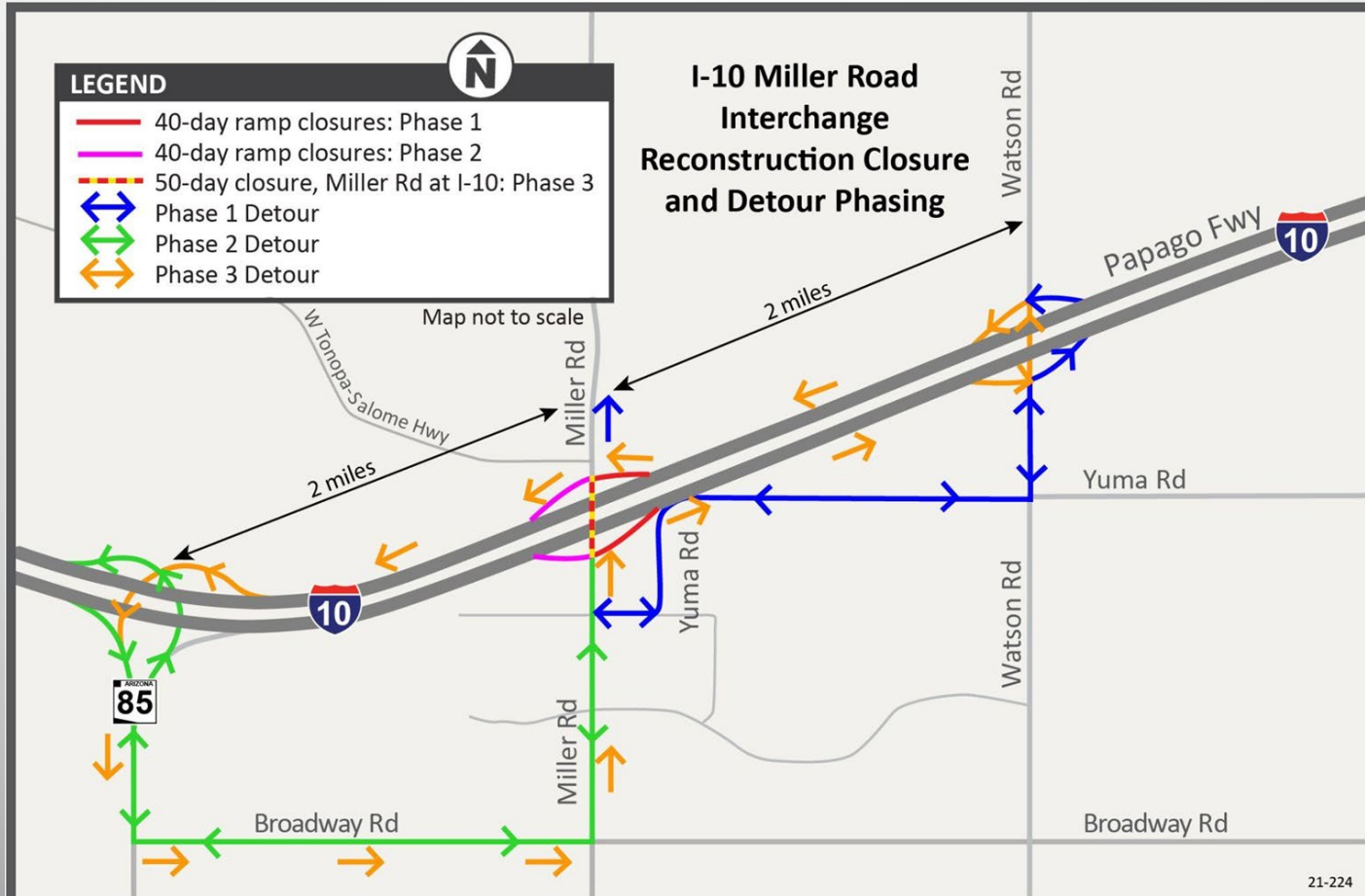


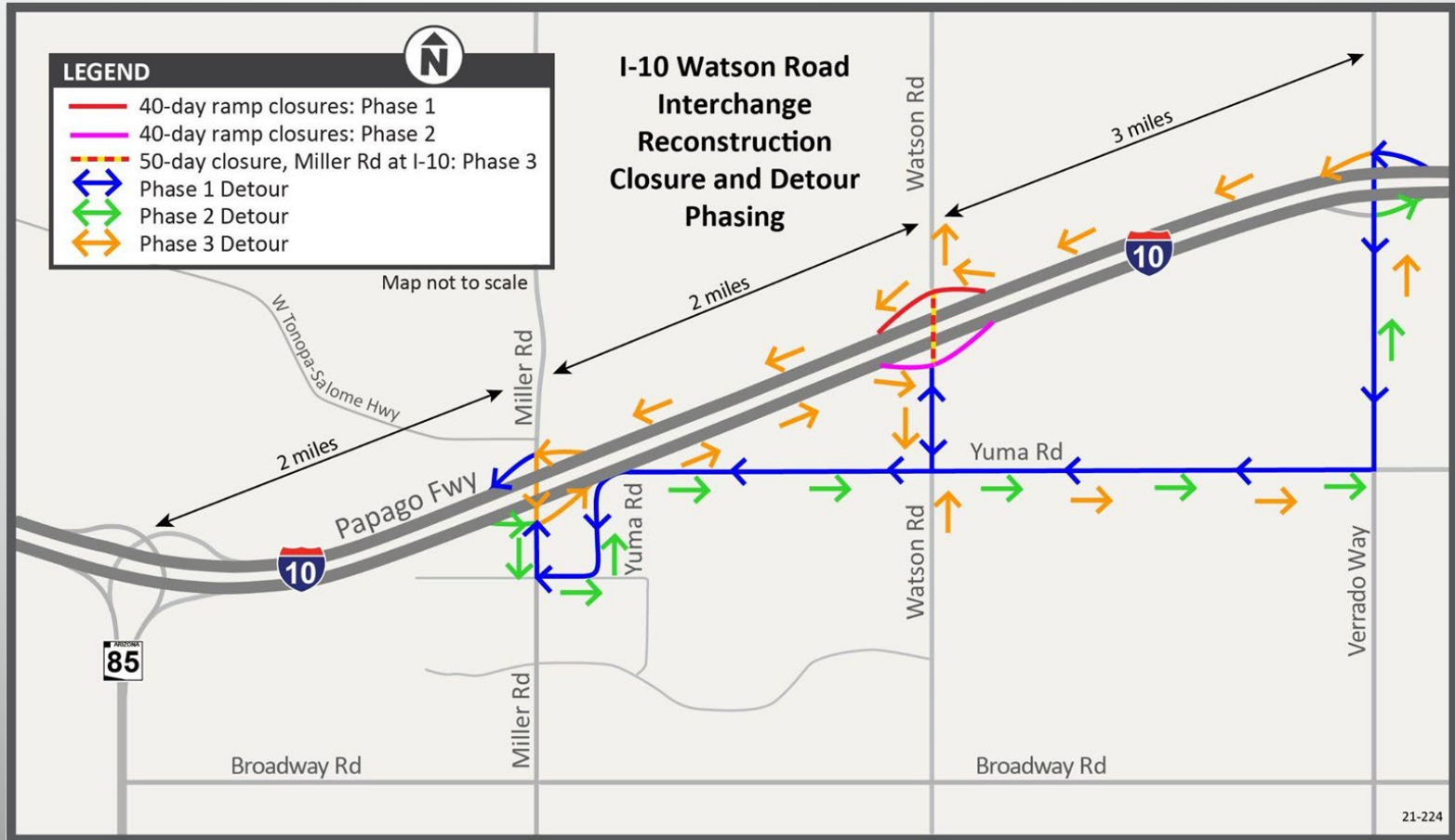
Watson Rd Interchange Construction Phasing Anticipated Schedule

- Phase 1: Starting summer 2022*
 - 40-day closure: WB on-ramp/WB off-ramp
- Phase 2: Starting late summer/fall 2022*
 - 40-day closure: EB on-ramp/EB off-ramp
- Phase 3: Starting early 2023*
 - 50-day closure: Watson Rd at I-10

**Tentative*









Construction Update: I-10 Mainline

- I-10, SR 85 to Miller Rd
 - Milled and paved shoulders to shift traffic to outside lanes for work in median.
 - Hauled & placed dirt in median to raise grade.
 - Raised catch-basins to grade.

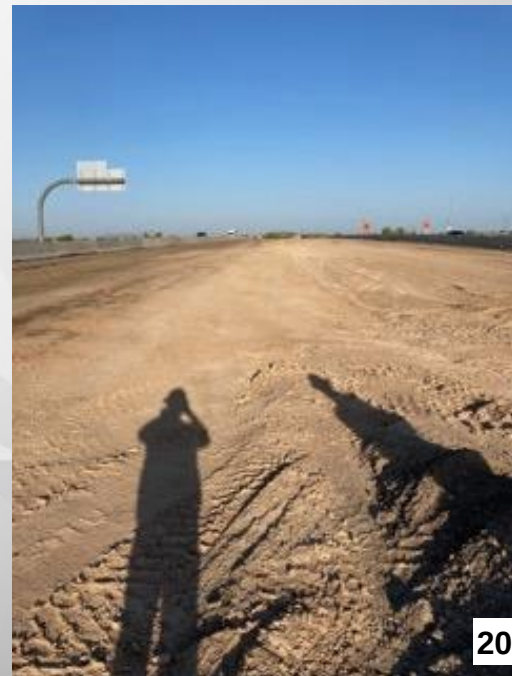




Construction Update

I-10 Mainline

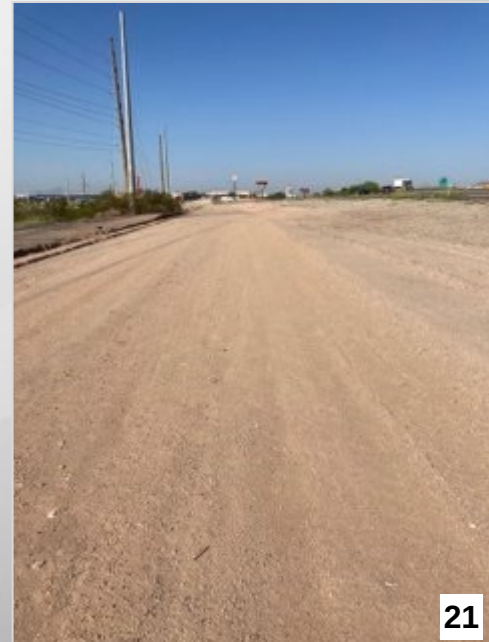
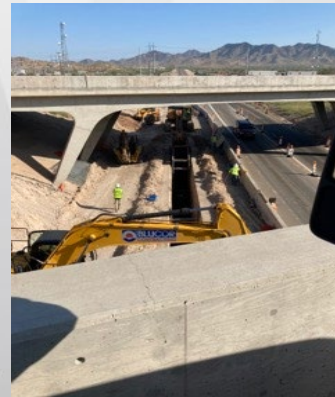
- Upcoming Work
 - Place aggregate base layer for pavement from SR 85 to Miller Road (Oct)
 - Start earthwork in median from Miller to Watson Road (Oct)



Construction Update

Miller Road

- Earthwork for new eastbound I-10 on-and off-ramp.
- Constructed new 253rd Avenue and closed off Yuma Rd. at Miller Rd.
- New sanitary sewer line installation.



Construction Update: Miller Road

- Upcoming Work
 - Beginning this week Miller Road traffic shifted to west side of road to work on east side (south of I-10, Yuma Road to Durango Street).
 - Will shift traffic to outside lanes at I-10 to construct new center pier column to widen bridge.
 - Estimated to be in place through end of the year.



Community Outreach

- Construction flyers for advance notice of longer closures
- Weekly traffic alerts
- Regular updates at Buckeye Chamber meetings
- Website: [azdot.gov/I-10SR85toVerrado](https://www.azdot.gov/I-10SR85toVerrado)
- **Community's Point of Contact**

Gaby Kemp, Community Relations Project Manager

gkemp@azdot.gov | 480.215.7178

Thank You!



**CITY OF BUCKEYE
Council Workshop Agenda
COUNCIL ACTION REPORT**

MEETING DATE: 09/21/21	AGENDA ITEM: 2.C. Municipal Court Report - Fiscal Year 2021 in Review
DATE PREPARED: 09/20/21	DISTRICT NO.: All
STAFF LIAISON: Johnny Tse, Court Administrator, jtse@buckeyeaz.gov, (623) 349-6519	
DEPARTMENT: Municipal Courts	AGENDA ITEM TYPE: Report

TIME NEEDED: 30 minutes

ACTION/MOTION: (This language identifies the formal motion to be made by the Council)
Presentation and discussion of the Fiscal Year (FY) 2021 Municipal Court Report.

RELEVANT GOALS:

GOAL 1: Fiscal Wellness and Financial Flexibility and Accountability

ADDITIONAL RELEVANT GOALS:

GOAL 5: Responsive and Accountable Government and Effective Public Services

SUMMARY

PROJECT DESCRIPTION:

Fiscal Year 2021 in Review.

The presentation will be a review of Fiscal Year 2021. It will include accomplishments, opportunities/challenges, change in leadership, and case filings. The presentation is a recap of FY2021.

BENEFITS:

The presentation provides Mayor and Council with a recap of the FY and future opportunities and challenges that will be faced by the City of Buckeye Municipal Court.

FUTURE ACTION:

N/A

FINANCIAL IMPACT STATEMENT:

N/A

CURRENT FISCAL YEAR TOTAL COST:

N/A

BUDGETED:

No

FISCAL YEAR:

FY21

FUND/DEPARTMENT:

Court

Items related to a project or facility location must include an attached vicinity map for Council Review.

ATTACHMENTS:

[BMC Report 202106.docx](#)



Municipal Court Report

Fiscal Year 2021 in Review

Working for Buckeye

The Mission of the City of Buckeye Municipal Court is to serve the public by providing a fair and impartial judicial process in a timely and efficient manner, protecting constitutional and statutory rights and liberties, committed to excellence, fostering public trust, understanding, and confidence.

Accomplishments

Independent Review – Every three years, the Arizona Supreme Court requires a complete financial review of the court. The accounting firm of Henry+Horne completed their financial review August 31st, 2020. After an exhaustive financial review, they concluded with the following statement, “Our review of the procedures described in the State of Arizona Supreme Court’s Minimum Accounting Standards, Guide for Independent Review Revised 5-30-2018, indicated no deviation from the Supreme Courts Minimum Accounting Standards.”

Operational Review – During this fiscal year, the Arizona Supreme Court also selected the Court for an operational review. Operational reviews are done on average of every 6-7 years. The Court’s last operational review was in 2013. Operational reviews are conducted by the Arizona Supreme Court’s Administrative Office of the Courts (AOC). The review looks at various areas of the Court’s operations to ensure the Court is operating in accordance with Arizona law and using best practices.

The Buckeye Municipal Court was selected for review on September 4, 2020. AOC staff members were on-site from November 16, 2020 to November 19, 2020. They reviewed current and closed court files, in person court proceedings, all financial policies of the court, conducted interviews with staff members, and reviewed audio recordings of prior court hearings.

After extensive review, the AOC issued a Court Operational Review Report on March 1, 2021. AOC staff noted 12 areas of concern and made appropriate recommendations to address these issues. The Court took the necessary steps to address areas of concerns. Subsequently, the AOC amended the final report to reduce the areas of concern to 11 after it learned that one of the areas of concern was a problem in the case management system and not in the purview of the Court. The Court received one of the best operational reviews in the state, since most courts have 20-30 plus areas of concern.

Working for Buckeye

COVID Case Backlog – In the beginning of the pandemic, the Arizona Supreme Court directed all courts in Arizona to limit operations to essential services such as protective orders. Cases were automatically continued and unable to be resolved as the pandemic impacted the community. This created a backlog of cases in the court system. While other Courts have struggled to deal with the backlog, the Buckeye Municipal Court has managed to work through the backlog of cases.

Joint Effort with Police Department – The Court and the Police Department developed the Fingerprint Project to work together to ensure that defendants are fingerprinted for their criminal history from the Final Disposition Report (FDR).

Enhanced Collection Program – This program has resulted in an increase in fines collections and a decrease in non-compliance. The program has a multi-pronged approach to ensuring that fines, restitutions, and fees are collected from the defendants. The approach includes working with the defendant's unique financial situation, by sending emails, phone calls, text notifications, late letters, court hearing, and suspensions or warrants depending on the case type. This program helps to reduce booking cost for the City of Buckeye.

Buckeye Reinstatement Assistance Program (BRAP) – helped more than 1,330 defendants get their driver's license reinstated since its inception in 2018. BRAP is designed to help those with a suspension to get their driving privileges back with a down payment and affordable monthly payments. In FY21, the program assisted 465 defendants get their driver's license back.

Sharing our Knowledge – Our team works with other courts to further their knowledge by sharing our experiences. Kristina "Tina" Hicks (Court Clerk III) and Johnny Tse (Court Administrator) taught "Enhanced Collections through a Pandemic" at the Judicial Joint Council on Continuing Education's (JCCE) 2021 June Staff Conference. JCCE is the training council for courts in the counties of Cochise, Coconino, and Pima. Our court staff attended the training conference virtually.

Committed to Continuing Education – We are one of the best trained courts in Arizona. The Arizona Supreme Court mandates 16 training hours annually. We exceed this training requirement annually. In addition to the required education, all court employees have attended Civil Traffic Hearing Officer training to enhance their understanding of handling civil traffic cases. New employees are scheduled to attend in October.

As part of the Court's commitment to continuing education, Juanita Contreras received her Certified Court Manager designation from the Institute for Court Management of the National Center for State Courts.

Jenna Salyers, Norma Arechiga, and Micheala Brewer are awaiting the final Capstone class for their certification as Arizona Court Supervisor (ACS). The ACS program is a self-paced online

classroom that comprises 16 courses with 12 Supervisor Essential Skills and 4 Core Functions courses. The Core Function includes Historical and Contemporary View of the Courts in Government and Society, Legal Advice vs. Legal Information, Continuing Court Operation Planning and Court Security, and Justice for the Future. The 12 Supervisor Essential Skills courses includes Transition to Role of Supervisor, Supervisory Ethics, Human Resource Management, Supervisor's Role in Caseflow Management, Coaching Techniques that Inspire Coachess to Action, Keeping Your Coachee Committed and Accountable, Defining Alternative Solutions to a Problem, How to Manage Difficult Conversations, Handling Team Conflict, Planning Meetings Fit for Purpose, Building the Foundation for an Effective Team, Leading by Motivating, Encouraging Team Communication and Collaboration, Making the Time You Need: Get Organized, Leading Your Team Through Change, and Managing Motivation During Organizational Change.

Opportunities/Challenges

Legislative Changes – SB1551/HB2143 which goes into effect on September 29th, 2021 removes the court's ability to suspend driving privileges for non-payment of fines and fees on civil traffic violations. This brings a challenging dilemma for courts on how to collect with no penalty for non-payment. The Court's Enhanced Collections program is designed to mitigate the potential impact. A proactive approach to collections is the only way to combat the effects of the new law.

Online Dispute Resolution (ODR)/Virtual Court – The court is schedule to participate in the Arizona Supreme Court's ODR program for misdemeanors. The plan is to incorporate Virtual Court with ODR to provide an effective and efficient manner for people to resolve their cases without having to come to court. ODR allows an individual cited with a misdemeanor charge to virtually attend their first hearing, be advised of their rights, and enter a plea. It offers the ability to negotiate a possible plea agreement with the local prosecuting agency and electronically route documents through the platform. Virtual Court allows parties to sign paperwork for a change of plea and sentencing electronically and to appear remotely for pre-trial conferences, change of plea, and/or sentencing. The implementation of these programs will allow people to resolve their cases without interfering with their work or other responsibilities, provides easier access to the court, and quicker resolution of cases.

Ready for the Future – As our community continues to grow, the Court is prepared and ready. In preparation, the Court has adjusted its practices to meet the change. The Growth Summary provided the Economic Development Department shows that the City of Buckeye continues to grow. In the "By the numbers..." section of this report, the Court is reporting a 14.4% increase in filings that is reflective of the population increase in the City.

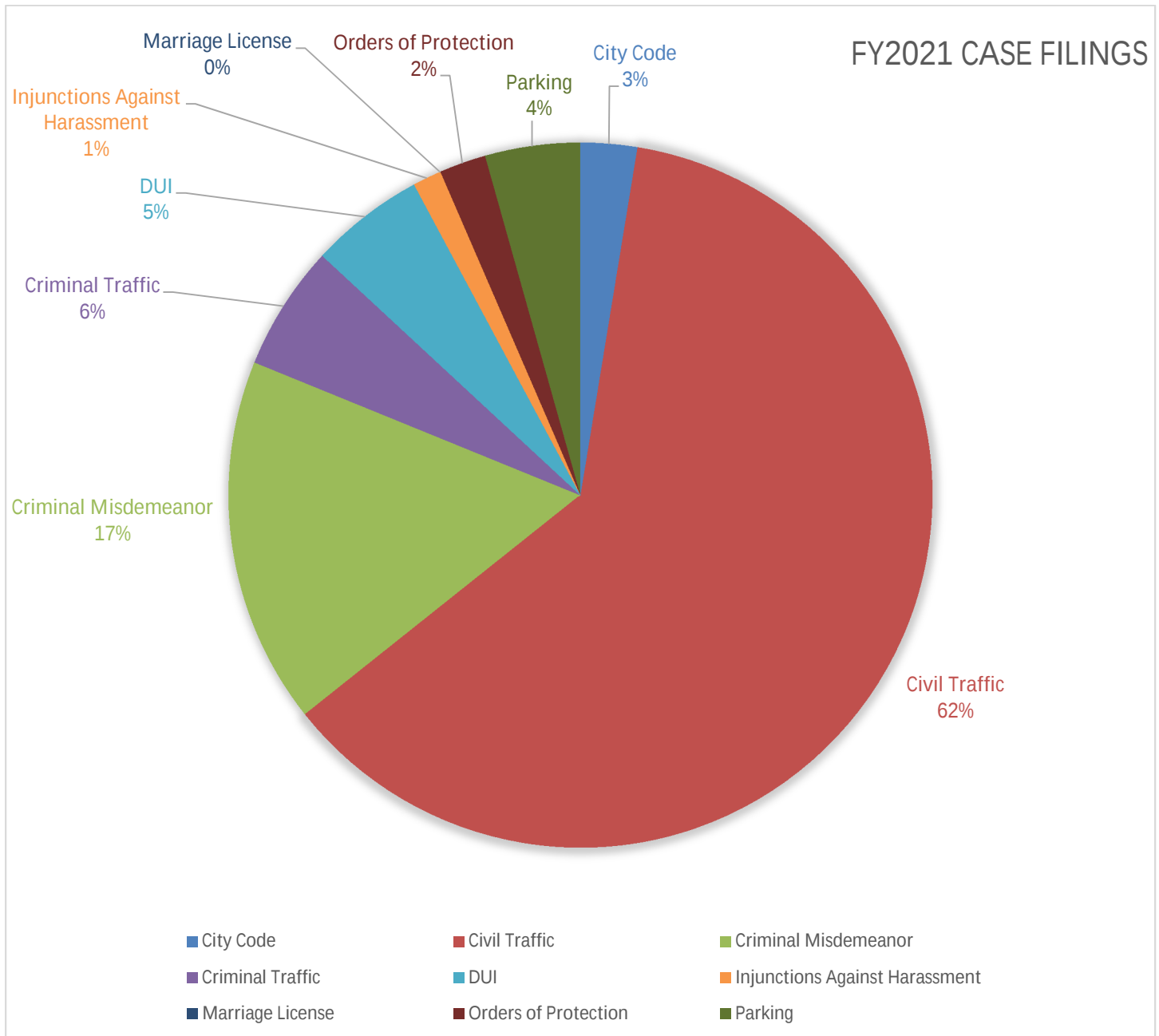
Retirement and Appointment

Judge Maria Brewer retired in April with the new appointment of Judge Burkholder as the new Presiding Judge of the Buckeye Municipal Court. Judge Burkholder brings more than 25 years of judicial expertise to the Court.

By the numbers...

Case Filings

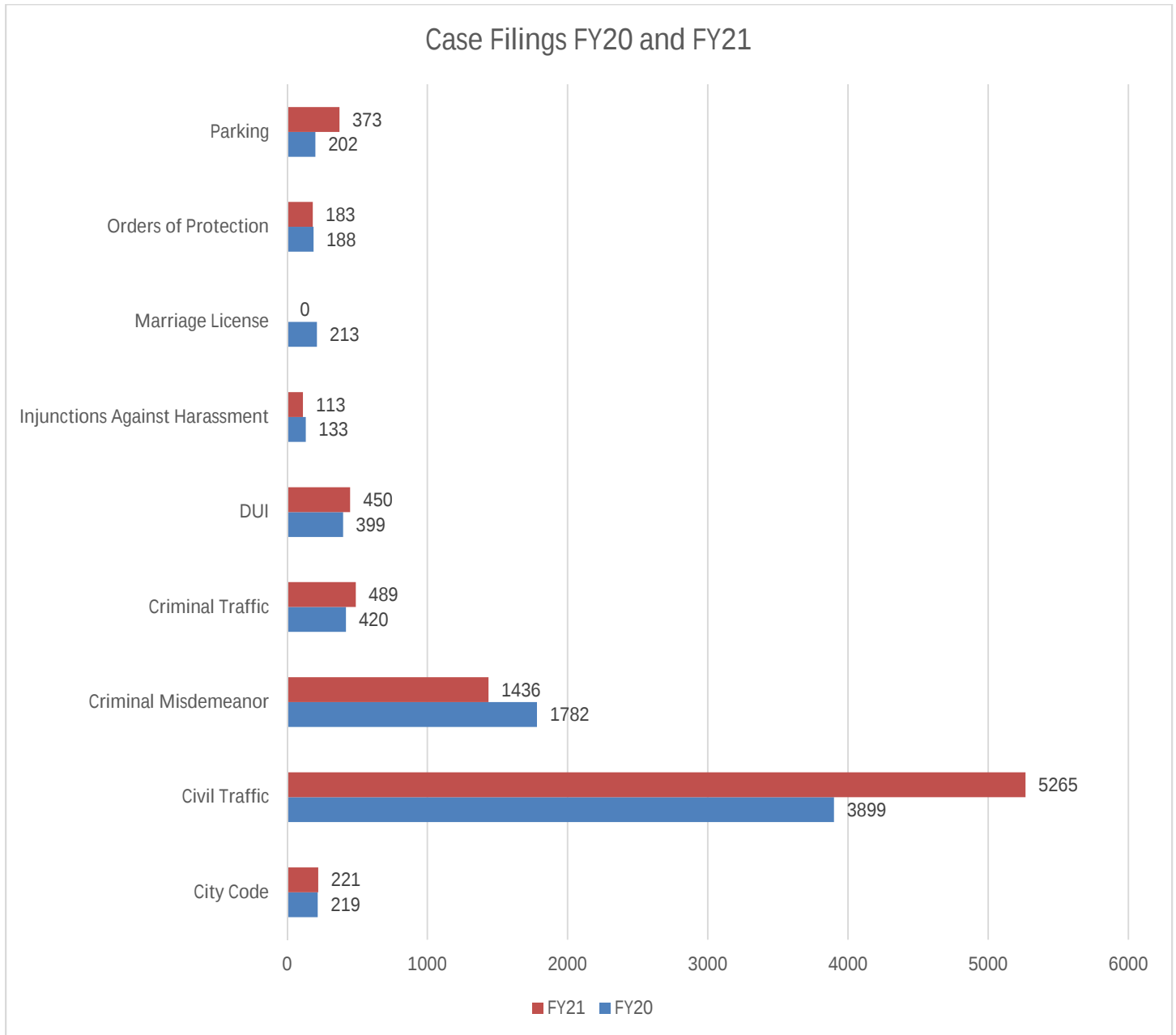
Fiscal Year 2021 (FY21) was a challenging year for the City of Buckeye Municipal Court to operate under the health mandates of the Arizona Supreme Court and the Maricopa County Superior Court during the pandemic. The Court remained open to serve the community throughout the pandemic. The need for court services were not reduced during the pandemic.



The Court's case filings were Civil Traffic (62%), Criminal Misdemeanor (17%), Criminal Traffic (6%), DUI (5%), Parking (4%), City Code (3%), Orders of Protection (2%), and Injunctions Against Harassment (1%).

By the numbers...

Overall, the Municipal Court had an increase in case filings for FY21 ending on June 30th, 2021. Case filings in FY21 was 8,530 versus 7,455 (a 14.4% increase).



Case types experiencing increases were Parking (increase of 84.7%), Civil Traffic (35.0%), Criminal Traffic (16.4%), DUI (12.8%), and City Code (0.9%).

Case types experiencing decreases were Marriage Licenses (-100%), Criminal Misdemeanor (-19.4%), Injunctions Against Harassment (-15.0%), and Orders of Protection (-2.7%).

##BMC##

For additional information, please contact Presiding Judge John Burkholder at (623) 349-6525 or Johnny Tse, Court Administrator at (623) 349-6519.