



# COUNCIL MINUTES

February 13, 2025

The City Council of the City of Mesa met in the Study Session room at City Hall, 20 East Main Street, on February 13, 2025, at 7:30 a.m.

## COUNCIL PRESENT

Mark Freeman  
Scott Somers  
Rich Adams\*  
Jennifer Duff  
Alicia Goforth  
Francisco Heredia  
Julie Spilsbury

## COUNCIL ABSENT

None

## OFFICERS PRESENT

Christopher Brady  
Holly Moseley  
Jim Smith

(\*Participated in the meeting through the use of video conference equipment.)

Mayor Freeman conducted a roll call.

### 1-a. Hear a presentation, discuss, and provide direction on the options for the recruitment and hiring process of the City Manager.

City Manager Christopher Brady introduced Human Resources Director Teri Overbey and Senior Human Resources Analyst Tina Coleman and displayed a PowerPoint presentation. (**Attachment 1**)

Mr. Brady provided an overview of the options for the City Manager recruitment. He confirmed that past executive-level recruitments have gone through either an external firm, or the City of Mesa (COM) Human Resources external or internal recruitment process and briefly described the process each uses. (See Page 2 of Attachment 1)

Ms. Overbey provided additional details about each recruitment alternative's possible steps during the process, including the search scope and the timeframe necessary to make candidate selections. She verified that in all the scenarios discussed, the Council would interview the final candidates and be responsible for selecting the new City Manager. (See Pages 4 through 6 of Attachment 1)

Mayor Freeman and Councilmembers each expressed the opinion that the City has good internal candidates with historical knowledge and understanding of the City's culture and the ability to provide stability.

Mayor Freeman declared the consensus of the Council was to recommend internal recruitment.

Discussion ensued about the interview process.

Mayor Freeman thanked staff for the presentation.

1-b. Hear a presentation and discuss renovations to the Police Headquarters building and renovations to the Holding Facility and the In-Custody Court.

Executive Assistant Chief Dan Butler introduced Assistant Chief Jeff Cutler and Deputy City Manager Candace Cannistraro and displayed a PowerPoint presentation. **(Attachment 2)**

Assistant Chief Butler provided the history of the Police Headquarters building and confirmed that the original building was constructed in 1974 and remodeled in 1988 and 1997. He summarized the current condition of the building and the safety and quality issues that need to be addressed. (See Pages 2 and 3 of Attachment 2)

Assistant Chief Butler gave an overview of the proposed building renovations. He confirmed that the whole interior will be removed, redesigned and rebuilt to accommodate staff for the next 50 years. (See Page 4 of Attachment 2)

Assistant Chief Butler highlighted the proposed programming enhancements that will be a part of the building design. He explained the design intentions for the public lobby, second floor lobby, and employee training and wellness, expressing the desire for a welcome environment for citizens, employee candidates, and employees. (See Pages 5 through 10 of Attachment 2)

Responding to a question from Mayor Freeman, Ms. Cannistraro clarified that the proposed seating capacity in the community room is 120-125 people and explained that the furniture will be multifunctional and available for community use.

Discussion ensued regarding the building design, grade level, lighting, and security.

In response to a question from Vice Mayor Somers, Assistant Chief Butler informed the Council that mental, physical, and spiritual health are an essential part of the proposed design and pointed out the improved air filtration system and quiet room.

Responding to a question from Councilmember Heredia, Assistant Chief Butler clarified that fiber and data upgrades will be of the technology design to support the Real Time Crime Center and prepare for future technological advancement.

Assistant Chief Cutler explained that the proposed renovations to the holding facility and in-custody court were based on recommendations received after an on-site review conducted by the National Institute for Jail Operations (NIJO). He provided details about each recommendation, which mainly focused on volume and safety issues. (See Pages 11 through 14 of Attachment 2)

Ms. Cannistraro discussed the project estimate with a total budget of \$57 million and outlined the details of each phase of the project, including the funding source. She stressed the high priority of this request. (See Pages 15 and 16 of Attachment 2)

Ms. Cannistraro advised that staff will be temporarily working from alternative locations during construction and explained how the detainee activities will be conducted during that time. She

reviewed the construction timeline and noted the completion as spring 2027. (See Page 17 of Attachment 2)

Mr. Brady confirmed that the holding facility renovation is a high priority and stated that additional funds could be requested later to finish the project.

Discussion ensued regarding the allowed use of the bond funds.

In response to questions from several Councilmembers, City Attorney Jim Smith clarified that the bond questions are worded to allow for flexibility and not binding on one specific project.

Responding to a question from Councilmember Heredia, Assistant Chief Butler provided a summary of the detainee activities and the plan for handling detainees during construction.

Mayor Freeman pointed out that this request is a significant investment that will benefit the entire Public Safety sector.

Mayor Freeman thanked staff for the presentation.

2. Acknowledge receipt of minutes of various boards and committees.

2-a. Library Advisory Board meeting held on November 19, 2024.

2-b. Economic Development Advisory Board meeting held on December 3, 2024.

It was moved by Vice Mayor Somers, seconded by Councilmember Spilsbury, that receipt of the above-listed minutes be acknowledged.

Upon tabulation of votes, it showed:

AYES – Freeman–Somers–Adams–Duff–Goforth–Heredia–Spilsbury

NAYS – None

Carried unanimously.

3. Current events summary including meetings and conferences attended.

Mayor Freeman and Councilmembers highlighted the events, meetings, and conferences recently attended.

4. Scheduling of meetings.

City Manager Christopher Brady stated that the schedule of meetings is as follows:

Thursday, February 20, 2025, 7:30 a.m. – Study Session

Monday, February 24, 2025, 5:15 p.m. – Study Session

Monday, February 24, 2025, 5:45 p.m. – Regular meeting

5. Convene an Executive Session.

It was moved by Vice Mayor Somers, seconded by Councilmember Goforth, that the Council adjourn the Study Session at 9:17 a.m. and enter into an Executive Session.

Upon tabulation of votes, it showed:

AYES – Freeman–Somers–Adams–Duff–Goforth–Heredia–Spilsbury  
NAYS – None

Carried unanimously.

5.a. Discussion or consultation for legal advice with the City Attorney. (A.R.S. §38-431.03A (3)) Discussion or consultation with designated representatives of the City in order to consider the City’s position and instruct the City’s representatives regarding negotiations for the purchase, sale, or lease of real property. (A.R.S. §38-431.03A (7)) Discussion or consultation with the City Attorney in order to consider the City’s position and instruct the City Attorney regarding the City’s position regarding contracts that are the subject of negotiations. (A.R.S. §38-431.03A (4))

1. Possible acquisition of and negotiation for a parcel of land (approximately 5 acres) near the intersection of Power Road and Guadalupe Road.

6. Adjournment.

Without objection, the Study Session adjourned at 9:17 a.m.

\_\_\_\_\_  
MARK FREEMAN, MAYOR

ATTEST:

\_\_\_\_\_  
HOLLY MOSELEY, CITY CLERK

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Study Session of the City Council of Mesa, Arizona, held on the 13<sup>th</sup> of February 2025. I further certify that the meeting was duly called and held and that a quorum was present.

\_\_\_\_\_  
HOLLY MOSELEY, CITY CLERK

sr  
(Attachments – 2)



# City Manager Recruitment 2025

- **National Executive Recruitment – External Consulting Firm**
  - City Manager
  - Police Chief
  - Chief Information Officer
  - City Engineer (in progress)
- **Executive Recruitment – City Human Resources**
  - City Clerk
  - Facilities Management Director
  - Communications Director
- **Internal Recruitment/Appointment**
  - Police Chief
  - Fire Chief
  - Economic Development Department Director
  - Water Resources Director

## Proposed options for the recruitment and hiring of the position of City Manager.

- National Executive Recruitment Search – External Consulting Firm
- Executive Recruitment – City Human Resources
- Internal Recruitment



## National Executive Recruitment Search – External Consulting Firm

- Candidate pool: External & Internal candidates
- Timeframe: 3 – 5 months
- Advertised in both local and national publications
  - City’s website, local publications and professional publications
  - Consulting Firm will identify and contact potential candidates
- Application Review, Prescreening Interviews
  - Consulting Firm will conduct prescreening interviews of qualified candidates
  - Submit client report to City Council to narrow list for panel interviews
- Initial interviews conducted by panel selected by City Council
- Panel will recommend the top 2-3 candidates to the City Council
- City Council will interview and select the City Manager





## Executive Recruitment – City Human Resources

- Candidate pool: External & Internal candidates
- Timeframe: 3 - 5 months
- National Advertising through local publications and professional publications
- Application Review by Human Resources
  - Staff will review the applications and select 10-12 most qualified to present to City Council
  - City Council to narrow list for initial interviews
- Initial interviews conducted by panel selected by City Council
- Panel will recommend the top 2-3 candidates to the City Council
- City Council will interview and select the City Manager



## Internal Recruitment – City Human Resources

- Candidate pool: Internal candidates
- Timeframe: 1 month
- Human Resources will accept interest memos from interested qualified candidates and present to City Council
- City Council will interview and select the City Manager

# CITY OF MESA POLICE DEPARTMENT



## Headquarters Renovation

Overview

2/13/25

Dan Butler – Executive Assistant Chief

Jeff Cutler – Assistant Chief

Candace Cannistraro – Deputy City Manager

CITY OF MESA POLICE DEPARTMENT HEADQUARTERS RENOVATION



# History/Background

- Built in three phases
  - ~ 1974 Original building constructed
    - *Basement/1<sup>st</sup> Floor/2<sup>nd</sup> floor (main building)*
  - ~ 1988 Addition of 3<sup>rd</sup> and 4<sup>th</sup> floors
  - ~ 1997 Expansion of 1<sup>st</sup> & 2<sup>nd</sup> Floors
    - *to the West (rear of building)*



# Building Condition

- Building systems in need of replacement
  - *Mechanical, electrical, plumbing, life safety*
- Elevator refurbishment needed
- Backup power enhancement needed

- Obscured public entrance
- Inefficient floor layout
- No room for growth

Public Safety Bonds approved in 2022 by City of Mesa voters included the renovation of the headquarters building

# Building Renovation Overview

- Full removal and replacement of all building systems
  - *Mechanical, electrical, plumbing, life safety, emergency power*
- Relocation of existing internal stairwells to exterior of building
  - *Frees up usable space and allows for better programming adjacencies*
- Refurbishment of both elevators, expansion of one elevator
  - *Allows for separate employee elevator, accommodates open lobby concept*
- Removal and redesign of interior walls
- Transition of parking/storage in building extension to interior space

# Programming Enhancement Overview

- Relocation and focus of Fallen Officer Memorial
- Welcoming lobby with increased size, privacy, and utility
- Addition of Community Room/Media Room
- Inviting community area for ceremonies and events
- Enhanced use of natural light
- Multi-purpose breakroom for building employees and training participants
- Secure entrance for employees

CITY OF MESA POLICE DEPARTMENT HEADQUARTERS RENOVATION



# Improved Public Access



- Functional gathering around the memorial
- Movement of parking to street adjacency
  - *Diagonal parking along Robson*

- Welcoming outdoor space
- Facilitates positive community interaction





CITY OF MESA POLICE DEPARTMENT HEADQUARTERS RENOVATION



# Welcoming Public Lobby



- Privacy and ease of transactions at windows
- Ability for personnel and residents to meet outside of secure area in huddle spaces

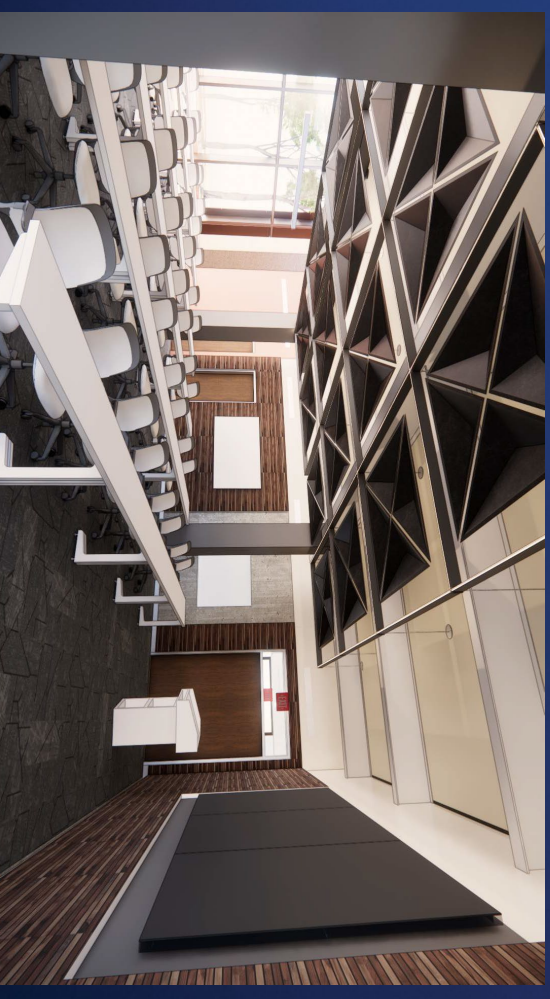
# Community Room



- Adjacent to Public Lobby
- Easy access for media relations/press conference support
- Space is multi-functional and configurable for community and department needs



- View of memorial through windows



# 2nd Floor of Lobby

- Creates a welcoming environment for employee candidates



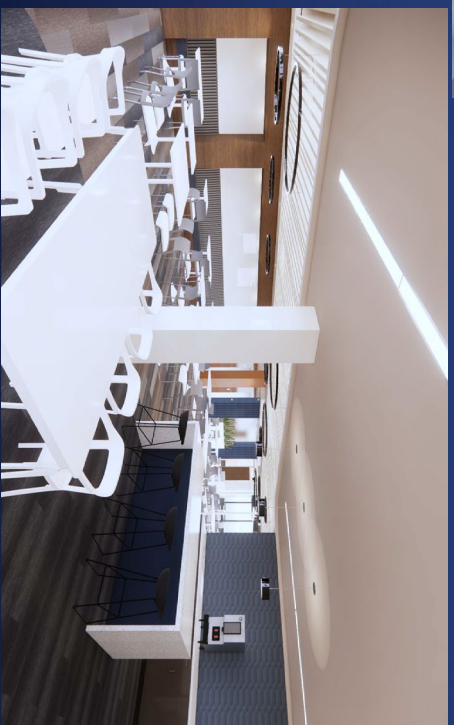
Leveraging existing two-story ceiling

# Employee Training & Wellness



- Training facilities support on-site staff, off-site department staff, and external agencies during large training events

- Consolidates employee support areas on one floor
  - ~316 FTEs
- Encourages cross-team interactions
- New mother's room and quiet room
- Tactical Operations Center (TOC) and Training Room adjacent



# Holding Facility Assessment



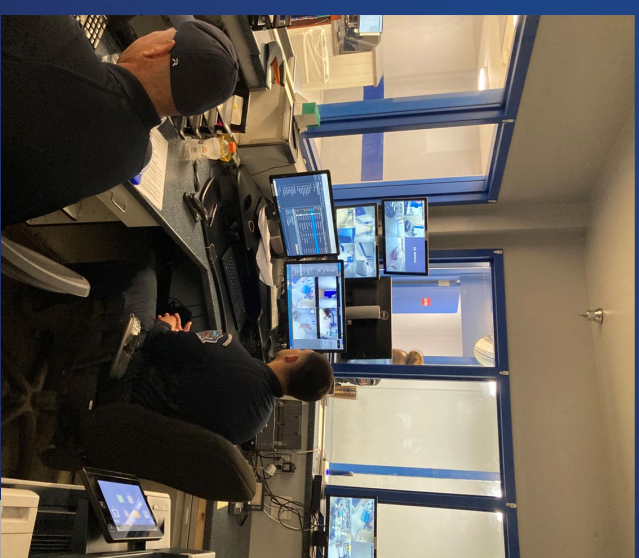
- Original project scope for headquarters did not include the areas of the Holding Facility and In-custody Court
- Police Department requested an assessment from the National Institute for Jail Operations (NIJO)
- NIJO conducted an on-site review of the physical space as part of an overall assessment of the temporary holding facility

# Holding Facility Needs

- NIJO recommendations include the need to remodel and expand the existing facility and outline the following areas to address
- Volume Issues
  - Currently one entry and exit for detainees creating a bottleneck
  - Small processing area used for both processing in and out, limiting the number that can be processed at one time
  - Peak demand can be greater than capacity
- Safety Issues
  - Multiple remodels over the years have created inefficient flow and blind spots
  - Cell doors are older styles and in need of upgrades
  - Additional number of isolation cells needed
  - Released detainees do not have a dedicated walkway to exit the property

# Holding Facility/In-custody Court Renovation

- The NIJO report was received about the same time pre-design work began on the Headquarters Renovation
- Staff included the feasibility of renovating the holding facility and court area



## Holding Facility/In-custody Court Renovation

- Addresses detainee/employee safety concerns from assessment
- Improves workflows pre/post court appearance
- Establishes separate entry and exit workflows and spaces



- Improves detainee/attorney meeting space
- Retains current detention capacity
- Rough-in for additional capacity allows for meeting future demand



## Project Estimate

- \$3.0M in General Fund was accumulated over the years toward design
- 2022 Public Safety Bonds included the construction cost of the original scope for \$44.0M
- To accommodate the addition of Holding Facility and In-custody Court renovation, additional funds were identified from the Public Safety Sales Tax of \$10.0M
- For a total project budget of \$57.0M



# Project Budget

- Final Project Estimate is \$62.7M
  - *HQ Renovation \$52.9M + Holding/In-custody Court \$9.8M*
  - *Includes contingency*
- The Police Department has identified the need for the holding facility renovation as a priority and has identified funds from the 2024 Public Safety Bonds to cover the remaining \$5.7M

# Continuous Operations

- Staff will be temporarily housed in two locations
  - Hibbert Building
  - Mesa Center for Higher Education
- Detainee activities
  - Use of Fiesta sub-station
  - Use of Northeast Public Safety Facility *when available*
  - Use of remote court



# Construction Timeline

Kickoff Spring 2025      Completion Spring 2027

m.e.s.a.az

