

**CITY OF KINGMAN  
MEETING OF THE COMMON COUNCIL  
Council Chambers  
310 N. 4th Street**

**5:30 P.M.**

**ACTION AGENDA**

**Tuesday March 3, 2015**

**CALL TO ORDER & ROLL CALL --- ALL COUNCIL MEMBERS WERE PRESENT EXCEPT COUNCILMEMBER YOUNG WHO WAS EXCUSED.**

**INVOCATION** will be given by Paul Daniel of First Baptist Church.

**PLEDGE OF ALLEGIANCE**

THE COUNCIL MAY GO INTO EXECUTIVE SESSION FOR LEGAL COUNSEL IN ACCORDANCE WITH A.R.S.38-431.03(A) 3 TO DISCUSS ANY AGENDA ITEM. THE FOLLOWING ITEMS MAY BE DISCUSSED, CONSIDERED AND DECISIONS MADE RELATING THERETO:

**1. APPROVAL OF MINUTES**

The Regular Meeting minutes of February 17, 2015. **MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

**2. APPOINTMENTS**

**a. Golf Course Advisory Member Replacement**

After discussion of current board and commission applications the members would like to recommend the appointment of James Powell to serve out the remainder of Edward Jones term. **The Golf Course Advisory Commission recommends the appointment of James Powell to replace Edward Jones who has resigned his position during his 1st term, or to provide staff with direction. MOTION TO APPOINT JAMES POWELL TO REPLACE EDWARD JONES ON THE GOLF COURSE ADVISORY COMMISSION WAS PASSED BY A VOTE OF 6-0.**

**b. Parks & Recreation Member Replacement**

After discussion of current board applications, the members would like to recommend the appointment of Corralyn Dunshie to finish out the term of Michael Powell at the end of 2015 and still be eligible for a first 3 year term on the commission. The commission members would also like to recommend the appointment of Brenda Dehann to replace Sydney Bailey who has served two terms on the commission. **The commission recommends the appointment of Corralyn Dunshie to finish out the term of Michael Powell and the appointment of Brenda Dehaan to fill Sydney Bailey's position, or to provide staff with direction.**

**MOTION TO APPOINT CORRALYN DUNSHIE TO REPLACE MICHAEL POWELL ON THE PARKS AND RECREATION COMMISSION WAS PASSED BY A VOTE OF 6-0.**

**MOTION TO APPOINT BRENDA DEHAAN TO REPLACE SYDNEY BAILEY ON THE PARKS AND RECREATION COMMISSION WAS PASSED BY A VOTE OF 6-0.**

3. **CALL TO THE PUBLIC - COMMENTS FROM THE PUBLIC**

Those wishing to address the Council should fill out request forms in advance. Action taken as a result of public comments will be limited to directing staff to study the matter or rescheduling the matter for consideration and decision at a later time. Comments from the Public will be restricted to items not on the agenda with the exception of those on the Consent Agenda. There will be no comments allowed that advertise for a particular person or group. Comments should be limited to no longer than 3 minutes.

4. **CONSENT AGENDA**

All matters listed here are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the CONSENT AGENDA and will be considered separately.

**a. Liquor License Application**

Applicant Diana M. Caldon of Diana's Cellar Door Wine Bar, LLC has applied for a Series 7 Liquor License for a wine bar at 414 E. Beale Street. **Staff recommends approving the Liquor License Application. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

**b. Liquor License Application**

Applicant Stacy L. Thomson of House of Hops (Kingman Club, LLC) has applied for a Series 6 Liquor License for an all spirituous liquor bar at 312 E Beale Street. **Staff recommends approving the Liquor License Application. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

**c. Resolution No. 4934 - Approving a Delegation Agreement between the City of Kingman and the Arizona Department of Environmental Quality**

The Arizona Department of Environmental Quality (ADEQ) is designated as the lead agency for reviewing the operation of water and sewer systems and the practices of governmental agencies which oversee and regulate them. ADEQ is responsible for reviewing and approving water and sewer extensions for systems throughout the state. ADEQ often delegates authority to Cities and Counties for those entities to assume the review and approval process. The City of Kingman has been a delegated agency for several years and follows standard review and approval practices as prescribed by ADEQ. The current Delegation Agreement will expire on June 30, 2015. The new Delegation Agreement includes a 35 year term which will allow the City to approve water and sewer extensions until June 30, 2050. Staff recommends approval of the Delegation Agreement. **Staff recommends Resolution No. 4934 be approved authorizing the attached Delegation Agreement between the City of Kingman and the Arizona Department of Environmental Quality. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

**d. Expenditure from Local Court Enhancement Fund**

The Court needs to replace two security cameras, one printer and a video conferencing unit. These items are beyond repair. Additionally we would be purchasing one iPad for remote video interpreting. This will enable us to provide better access to Court services for our non-English proficient and hearing impaired customers. The total costs for all purchases will be approximately \$8,000.00. **MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

**e. Consideration of Agreement with Freiday Construction, Inc. for Construction Manager at Risk services related to the installation of the Rattlesnake Tank Booster Pumps and 16” Rancho Santa Fe Parkway Transmission Main (ENG12-010)**

On December 16, 2014, Council approved a design phase CMAR contract with Freiday Construction for the Rattlesnake Tank Booster Pumps and 16” Rancho Santa Fe Parkway Transmission Main project. Staff has been working with the contractor to finalize the design for this project. In order to expedite the start of construction, staff is recommending that the project be broken into separate construction phases. The Phase 1 construction plans are now complete. Staff has requested a Guaranteed Maximum Price (GMP) for Phase 1 of this project from Freiday Construction. The Phase 1 work includes the installation of a 16” transmission main from the Rancho Santa Fe Tank to Louise Avenue. The negotiated GMP for Phase 1 is \$521,104.85. Work for Phase 1 will be complete within 90 days of a notice to proceed. It is expected that the Phase 2 GMP for this project will be forthcoming in the next 30 to 45 days. It is anticipated that future construction phases will be incorporated into the subject agreement by contract amendments. **Staff recommends approving the agreement with Freiday Construction, Inc. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

**f. Special Event Liquor License Application**

Applicant Rebecca Fawson of the Kingman Route 66 Rotary Foundation has applied for a Series 15 Special Event Liquor License for an event to take place Friday, March 20, 2015 from 5 to 9 P.M. at 400 W. Beale Street in Kingman. **Staff recommends approving the Special Event Liquor License Application. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

**g. Special Event Liquor License Application**

Applicant Steven C. Robinson of the Mohave County Republican Party – District 1 has applied for a Series 15 Special Event Liquor License for an event to take place Saturday, April 11, 2015 from 4 to 10 P.M. at 112 N. Fourth Street in Kingman. **Staff recommends approving the Special Event Liquor License Application. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

**h. Report on an emergency purchase for pavement repair on Sycamore Avenue, east of Stockton Hill Road.**

Sunland Asphalt had been hired to provide a mill and overlay of the Wal-Mart parking lot. The parking lot is accessed from Sycamore Avenue, which is deteriorated from heavy traffic and storm water runoff. Engineering and Public Works staff concurred that the repair of Sycamore in conjunction with the parking lot repair would take advantage of existing traffic control, reduce inconvenience to the driving public, and provide needed repairs to a heavily congested roadway in the timeliest manner. Staff requested a proposal from Sunland Asphalt and per the city procurement code, requested the Mayor authorize an emergency purchase order. All work has been completed and Sycamore Avenue is open to traffic. This report is being filed with the Council in accordance with Section 2-160 of the Kingman City Code of Ordinances, governing procurement. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

**i. Sale of City owned property 854 Berk Avenue.**

On Monday, February 23, 2015 the City received two qualified proposals in response to our advertised bid offering to auction the City owned property at 854 Berk Avenue, a 1984 single wide mobile home acquired by the City in 2011 through our CDBG Housing Rehab Program. This property appraised for \$10,000 in 2013 and had a minimum bid of \$11,000 to be sold "AS IS." The results received are as follows: Clayton Bryan submitted \$11,200 and Sara Wilcox submitted \$14,500. Funds generated by this auction will be added to the City's CDBG Housing Rehab program budget for future CDBG projects. **Staff recommends awarding 854 Berk Avenue to the highest bidder, Sara Wilcox, for \$14,500. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

**5. OLD BUSINESS**

**Update on negotiations to retain the Downtown Post Office.**

Councilmember Miles asked for an agenda item to update the Council on efforts to maintain the Downtown Post Office location.

**6. NEW BUSINESS**

**a. Ordinance 1790 – Creating the Parks, Recreation & Aquatics Commission**

The Parks & Recreation Commission voted to recommend reducing the size of the commission from nine (9) to seven (7) members, which requires revising the Kingman Municipal Code. Upon drafting the new Ordinance, staff discovered the commission was never formally established. Ordinance 1790 will create the commission in the Kingman Municipal Code. **Staff recommends adopting Ordinance 1790. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

**b. Ordinance 1794 - Transit Advisory Commission (TAC) – Request to reduce membership level.**

Kingman Area Regional Transit (KART) would like to reduce the number of members required to serve on the Transit Advisory Commission (TAC) due to lack of active members and applicants. Chapter 2, Article IX, Section 2-158.62 of the Kingman Code of Ordinances currently states: The transit advisory commission shall be composed of seven (7) members appointed by the mayor and council. Membership on the commission shall consist of: a representative of the elderly in the community; a representative of the disabled in the community; a representative of the passengers of the community; a representative of the social services agencies in the community; a representative of the businesses in the community; two (2) at-large members. There are currently three (3) active TAC members. The existing membership level of seven (7) requires a minimum of four (4) members to be present to have a quorum. KART is requesting that Article IX, Section 2-158.62 be changed to state: The transit advisory commission shall be composed of five (5) members appointed by the mayor and council. Membership on the commission must include representation from the elderly, disabled, local business, and other key stakeholder communities. This change would allow TAC to hold regular meetings with as few as three (3) members present for a quorum while still meeting ADOT requirements for Section 5311 grant funding. **Staff recommends adopting Ordinance 1794 and revising Article IX, Section 2-158-62 as requested. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

**7. REPORTS**

**Board, Commission and Committee Reports by Council Liaisons**

8. **ANNOUNCEMENTS BY MAYOR, COUNCIL MEMBERS, CITY MANAGER**  
*Limited to announcements, availability/attendance at conferences and seminars, requests for agenda items for future meetings.*  
**If needed.**

**ADJOURNMENT --- MOTION TO ADJOURN WAS PASSED BY A VOTE OF 6-0.**

Posted \_\_\_\_\_ by \_\_\_\_\_