

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

5:30 P.M.

ACTION AGENDA

Tuesday, July 21, 2015

REGULAR MEETING

CALL TO ORDER & ROLL CALL --- ALL COUNCILMEMBERS WERE PRESENT EXCEPT VICE-MAYOR WIMPEE, SR. WHO WAS EXCUSED

INVOCATION will be given by John Pool of Praise Chapel
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 and Executive Session minutes of July 7, 2015

MOTION TO APPROVE WAS PASSED BY A VOTE OF 5-0 WITH COUNCILMEMBER ABRAM ABSTAINING

2. APPOINTMENTS

a. Appointment to the Local Public Safety Personnel Retirement System (PSPRS)

With the retirement of Sergeant Lyman Watson there is a vacancy on the PSPRS Board. Sergeant Michael Godfrey has volunteered to represent police personnel with the City of Kingman on this board. At their meeting of July 10, 2015 the PSPRS Board voted 5-0 to recommend appointment of Sergeant Godfrey. **Staff recommends approval.**

MOTION TO APPOINT MICHAEL GODFREY TO THE PSPRS BOARD WAS PASSED BY A VOTE OF 6-0

b. Reappointment of members to the Youth Advisory Commission (YAC)

Appointments to YAC are made for one year terms. There are currently four members: Angelique Shumway, Donovan Shumway, Robert Trujillo and Holland McLean. All four members have expressed interest in being reappointed to the commission. **Staff recommends reappointment.**

MOTION TO REAPPOINT ANGELIQUE SHUMWAY, DONOVAN SHUMWAY, ROBERT TRUJILLO AND HOLLAND MCLEAN TO YAC 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. Transfer ownership of a 2014 Dodge Caravan from the Kingman Police Department to the Mohave County Attorney's Office

On January 15, 2015 a 2014 Dodge Caravan (VIN #2C4RDDGBG1ER406770) was forfeited to the State Arizona and allocated to the Kingman Police Department/M.A.G.N.E.T. The vehicle was seized for forfeiture as a result of a criminal investigation by the M.A.G.N.E.T. Task Force. The City of Kingman serves as the fiduciary for M.A.G.N.E.T. and was therefore awarded the forfeiture on behalf of the task force. The M.A.G.N.E.T. Board of Directors voted unanimously to approve a request to transfer ownership of the above listed vehicle from the Kingman Police Department to the Mohave County Attorney's Office. Upon approval of the City of Kingman Council the vehicle will be transferred to the Mohave County Attorney's Office. **Staff recommends approval.**

MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0

b. Grant of Utility Easement for UniSource Electric, Inc. at the Mohave Museum of History and Arts located at 400 Beale Street (Project No. ENG15-044)

The City of Kingman is the owner of a 1.76 acre parcel (Parcel 304-18-007) which is the location of the Mohave Museum of History and Arts. The parcel is located south of the intersection of Grandview Avenue and Beale Street at 400 Beale Street. The proposed easement will make it possible for UniSource Electric, Inc. to relocate an existing power pole and accompanying guy-wires and anchors southward to the boundary of this parcel to an open location and out from the Mohave Museum parking lot. The relocation will provide for additional parking spaces, allow for more flexibility in the parking lot layout, and reduce the risk of the power pole and guy-wires from being hit by vehicles. The easement request has been sent out for Staff review with no objections or comments received. The easement request was presented to the Mohave Museum Board of Trustees by the Museum Director at their June 18th meeting with no objections to the granting of the easement. **Staff recommends granting the utility easement for UniSource Electric, Inc.**

MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0

c. Resolution 4963 accepting certain completed improvements in Walleck Ranch, Tract 1961-H, releasing property escrow assurance, and accepting new cash escrow assurance for uncompleted sidewalks

Walleck Ranch, Tract 1961-H, recorded on September 20, 2010 included two property escrow assurance agreements. One agreement was released in November 2010 and a separate sidewalk cash escrow assurance was accepted along Alan Ladd Drive. On March 5, 2013 the Council passed Resolution 4828 which released the other property escrow assurance on the balance of the subdivision, accepted a cash assurance for sidewalks along Robert Mitchum Drive, and accepted a new property escrow assurance for the lots adjoining Rex Allen Drive and Brown Way. All subdivision improvements, except for sidewalks and four street signs, have been completed along Rex Allen Drive and Brown Way. A sidewalk cash assurance has been offered by Pioneer Title for the completion of sidewalks and street signs along Rex Allen Drive and Brown Way in the amount of \$25,334.40. The amount, including a required 30% contingency, was approved by the City Engineer. This resolution will authorize the City Engineer to release portions of the cash escrow account in an amount equal to 90% of the per foot cost of the sidewalk in front of the constructed homes; however, all sidewalks must be completed within 18 months or when 80% of the lots are built upon and six months lapses between the last certificate of occupancy and the

issuance of a new building permit unless an extension of time is granted by the Kingman Common Council. Final release of the remaining cash assurance will occur after the completion of a 12-month guarantee period after all sidewalks are completed and the Council authorizes their conditional acceptance into the City's maintenance system. **Staff recommends approval.**
MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0

d. Resolution 4964 approving the final subdivision plat, improvement plans, and a cash escrow assurance for Sunrise Business Park, Tract 6037

A request was received from Pioneer Title Agency, Inc., under Lingenfelter Family Trust, property owner, and Mohave Engineering Associates, engineer, for the approval of a final subdivision plat, improvement plans and cash escrow assurance for Sunrise Business Park, Tract 6037. The subject property is zoned C-3: Commercial, Service Business and is located along the north side of Detroit Avenue and east of Western Avenue. The subdivision is proposed to have five commercial lots on 10.74 acres. The subdivision will consist of two public streets - Sunrise Avenue and La Salle Street. The eastern half of the right-of-way for La Salle Street is being dedicated by the Mohave Community College Foundation. It should be noted that the proposed right-of-way will encroach about 10-feet on an existing 15-foot wide electrical easement. This easement provides prior rights to the utility, meaning they will likely not have to conform to the City franchise agreement with respect to repairs and maintenance of this facility. The final plat, final drainage report, improvement plans, traffic impact analysis, and engineer's opinion of probable cost have been reviewed. There were a number of issues to be resolved regarding the improvement plans. The final plat is in accordance with the requirements of Resolution 4917 which approved the preliminary plat for Sunrise Business Park, Tract 6037 on November 4, 2014. A cash escrow assurance is proposed to be offered by the property owner to assure the completion of all off-site subdivision improvements. The amount is required to be 130% of the approved engineer's cost estimate as required by the Subdivision Ordinance. **Staff recommends approving Resolution 4964 if remaining issues with the improvement plans are addressed and cash escrow assurance equal to 130% of the engineer's cost estimate is submitted.**
MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0

e. Resolution 4962 approving an Arizona State Forestry Division Cooperative Intergovernmental Agreement

The City of Kingman and the State of Arizona have a Cooperative Intergovernmental Agreement currently in force effective 2003 along with the State Foresters Cooperative Fire Rate Agreement. These agreements are being revised based upon the new rates contained within the Cooperative Fire Rate Agreement. **Staff recommends approval.**

ITEM WAS PULLED FROM THE AGENDA BY MAYOR ANDERSON FOR FURTHER REVIEW

5. OLD BUSINESS

WIFA loan consolidation and extension of repayment information

On June 16, 2015, Council gave staff direction to research the possibility of consolidating and extending repayment of the loans obtained from the Water Infrastructure Finance Authority (WIFA) for the upgrades to the Downtown and Hilltop Wastewater Treatment Plants. Staff will provide Council with the following information as it relates to the City's existing WIFA loans and the City obtaining additional funding from WIFA for water and sewer infrastructure

improvements: 1. Restructuring existing loans; 2. Consolidating new and existing loans; 3. Water and sewer infrastructure loan qualifications, terms, and reserve requirements; 4. Pre-payment policy.

6. **NEW BUSINESS**

a. Acceptance of parcel plat for lot line adjustment for City of Kingman property at Andy Devine Avenue and Fairgrounds Boulevard

Staff has prepared a parcel plat for City of Kingman property located at the intersection of Andy Devine Avenue and Fairgrounds Boulevard. The plat adjusts the lot lines for the purpose of establishing the Fairgrounds Boulevard right of way (Parcel A). It also establishes a drainage parcel (Parcel C) for the existing channel and drainage improvements on the north side of the property. Parcel B, the commercial property, will be adjusted to include the excess portion of the Fairgrounds Boulevard right of way. The City Surveyor has prepared the plat to conform to all City/County requirements. The establishment of the Roadway and Drainage parcels will allow the City to maintain such facilities in the future. **Staff recommends approval of the parcel plat.**

MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0

b. Discussion and direction on proposal from the ABC Team for a welcoming arch across Beale Street in Downtown Kingman

The ABC Team is in the process of working on a welcome arch across Beale Street. Doug Adams of Nucor Steel is looking into the cost of having design work and fabrication done by Nucor. The City Manager is meeting with City Staff (Engineering, Public Works, Developmental Services, Parks and Risk Management) next week to discuss what would be required, should Council approve, to accept this gift. **Staff is looking for guidance on whether Council thinks this is something the City would be interested in pursuing.**

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 _____