

b. Contingency Reserve End of Year Transfer Request

During the months of July 2015 – November 2015, former Budget Analyst Diane Richards misappropriated \$112,557 of City funds. This was an unexpected loss and was not accounted for in the City's FY2015-16 adopted budget. Staff is requesting Council to authorize a general fund contingency transfer of \$112,557 to cover the loss incurred. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

c. Award of bid for Ford Taurus sedans

The Kingman Police Department solicited for bids for three (3) 2016 or newer Ford Taurus sedans. Three separate bids were received and opened on August 29, 2016. **Staff recommends accepting and awarding the lowest bid, based upon current procurement code submitted by PFVT Motors of Peoria. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

d. Award of bid for Ford Explorer SUV

The Kingman Police Department solicited for bids for one (1) 2016 or newer Ford Explorer SUV. Three separate bids were submitted and opened on August 29, 2016. **Staff recommends accepting and awarding the lowest bid, based upon current procurement code, to PFVT Motors, LLC of Peoria. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

e. Special Event Liquor License- Boys & Girls Club of Kingman

Applicant Billy T. Ward of The Boys & Girls Club of Kingman has applied for a Series 15 Special Event Liquor License for an event to take place on Saturday, November 05, 2016 from 10 AM to 5 PM at Metcalf Park located at 315 W. Beale St. in Kingman. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

f. Recapture settlement with AZDOH

In 2014 the City was awarded a \$271,287 CDBG Owner Occupied Housing Rehab and Sewer Hook-up grant administered by Arizona Department of Housing (AZDOH). After AZDOH performed an audit in 2015 the City was informed that they wanted to recapture \$95,046.81 of the grant award primarily due to lack of appropriate documentation. The City appealed AZDOH's findings. Staff went to Phoenix for a settlement conference with AZDOH. The City provided information that remedied most of the issues found in the audit. AZDOH provided staff with additional time to remedy the final issues. AZDOH informed the City that they have accepted the City's remedies and revised their recapture demand to \$20,384. **Staff recommends acceptance of the settlement agreement and pay the recapture demanded by AZDOH. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

g. Special Event Liquor License- Kingman Route 66 Rotary Foundation

Applicant Robecca Joan Fawson of Kingman Route 66 Rotary Foundation has applied for a Series 15 Special Event Liquor License for an event to take place on Friday, October 7, 2016 and Saturday, October 8, 2016 from 10 AM to 9 PM at Locomotive Park located at 310 W. Beale St. in Kingman. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

h. Authorization for the Mayor to sign a Proposed Development Agreement for the completion of site improvements required for a commercial building at 810 Eastern Street

A commercial building shell was constructed at 810 Eastern Street in 2007. A portion of the northern 11-feet of the parking lot and landscape area was not completed at the time of development. In addition, a driveway was required around the northern side of the building that extends onto the lot to the north of the subject site. The driveway was also not constructed. A development agreement between the City and the prospective owner

has been proposed which outlines the conditions under which the development can move forward. The completion of all required on-site improvements and the paving of the driveway will need to occur prior to the permitting of tenant improvements for Units 3 and/or Unit 4. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

i. Approval of Professional Services Agreement with Sunrise Engineering for GIS Implementation, ENG16-0030

Last year a Needs Assessment was completed that outlined a 3 year plan to implement Geographic Information System (GIS) technology for the City. The principal focus of the first year is to establish the foundation of how GIS data will be stored, accessed and distributed to City departments. It will also include identifying high-priority data to be converted and used in GIS software and applications. Staff has been negotiating with Sunrise Engineering, Inc. to complete this work and their proposal is attached. Major items include establishing best practices and workflows for GIS data, training city staff on the GIS software, training on data transformations and converting the water distribution system and sewer system into GIS models. Sunrise will also convert easement data, parcel information, zoning information and transportation systems information into GIS features. Online viewers will also be created so that information can be viewed by other departments and in the field by operations personnel. The work is proposed to be completed for a fee not to exceed \$160,760.00. **Staff recommends that the City Council approve the agreement and authorize the mayor to sign the agreement on the City's behalf. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

j. Special Event Liquor License- Kingman Downtown Merchants Association

Applicant, Matthew Wanner of Kingman Downtown Merchants Association has applied for a Special Event Liquor License to take place Wednesday, September 21, 2016 from 6 to 11 p.m. at 221 E Beale Street, Suite B in Kingman. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

k. Resolution 5036 - Authorization to Implement a Travel Card Policy

The City issues fuel cards to employees who do not possess purchasing cards but incur fuel costs when driving a City-owned vehicle to conduct authorized out-of-town City business. These fuel cards are only acceptable at specific fuel stations, such as Chevron, Shell and Texaco. The City, also, reimburses employees for meals, hotels, and other travel related transactions for authorized out-of-town City business for those employees who do not possess a purchasing card. This can present a financial hardship on the employee. Resolution 5036 authorizes the Finance Department to implement a travel card policy. Prior to the issuance of a City travel card, all designated staff will be required to acknowledge receipt of the policy and sign a cardholder agreement. **Staff recommends approval. MOTION DIRECTING STAFF TO TIGHTEN THE LANGUAGE AND AMOUNTS FOR THE TRAVEL CARD POLICY AND BRING BACK TO COUNCIL PASSED BY A VOTE OF 6-0.**

l. Resolution 5037 to adopt Kingman Area Regional Transit Title VI Implementation Plan

The Federal Transit Administration requires that all grantees have a comprehensive Title VI Plan approved by their governing board. The existing Title VI Implementation Plan has been updated to include all additional information necessary to remain in compliance with federal requirements. **Staff recommends approval. MOTION TO APPROVE WITH MINOR CORRECTION WAS PASSED BY A VOTE OF 6-0.**

m. Special Event Liquor License- Kingman Downtown Merchants Association

Applicant Matthew Ray Wanner, of Kingman Kingman Downtown Merchants Association has applied for a Series 15 Special Event Liquor License for an event to

take place on Saturday, October 15, 2016 from 6 AM to 11 PM at The Grand Event Center located at 515 East Beale St. in Kingman. **Staff recommends approval.**

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

4. **OLD BUSINESS**

5. **NEW BUSINESS**

a. **Consideration of Resolution No. 5034 approving a preliminary plat for Southern Vista V, Tract 6048**

A request from Doug Angle of Mohave Land Holdings, LLC, applicant, and Tim Walsh, P.E. of Bull Mountain Engineering, project engineer for the approval of a preliminary plat for Southern Vista V, Tract 6048. The subject property is located along the south of Karen Avenue, north of Whitehead Avenue and east of N. Central Street. The subdivision is proposed to have 275 residential lots on approximately 72 acres. The property is zoned R-1-6, R-1-8, and R-1-20. The Planning and Zoning Commission voted 7-0 on August 9, 2016, to recommend approval of the preliminary plat with the recommended conditions in the staff report. **Staff recommends approval.**

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

b. **Consideration of Resolution No. 5035, a Street Deferral for H&H Development, 1816 Dawes Street; Case SD16-0003**

Richard Hamilton of H&H Development is expanding his building located at 1816 Dawes Street. the existing building is 576 square feet and the proposed addition is 288 square feet, which a 50-percent expansion. Street improvements are required on redeveloped properties when the redevelopment is greater than \$20,000 or more than 25-percent. Mr. Hamilton's basis of requesting the street deferral is because of financial hardship. The lack of street improvements is allowing H&H Development to violate the parking lot design requirements of subsection 22.700 of the Zoning Ordinance that requires the parking lots to be paved and prohibits vehicles from backing into the street. Adjoining properties have curbs. **The Traffic Safety Committee recommends denial of this street deferral request. However, if the City Council finds that this street deferral request meets the criteria of a street deferral, Resolution No. 5035 is attached for the City Council's consideration. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

c. **Historic Preservation Commission**

At the last Council meeting, representatives of the Historic Preservation Commission requested that they be allowed to meet more frequently than four times per year. There is a City code that says they "shall meet" four times per year. In order to clear up any confusion Staff thought it best to modify the language to allow them to meet on an as needed basis or as directed by Council. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

d. **Recycling bins located at Pawnee Park**

At the last Council Meeting a resident in the neighborhood of Pawnee Park came to the Council Meeting to complain about the recycling bins being placed at the park. All the legitimate complaints from the residents have been dealt with (time of pick up and blocking sidewalks). Greg and Katy Plant circulated a petition in the neighborhood requesting that the recycling bins be removed, which has been attached. Staff observation is not finding the a majority of the complaints to be justified. **Staff recommends that the recycling bins be left in place. MOTION WAS PASSED DIRECTING STAFF TO FIND ALTERNATIVE LOCATION OPTIONS FOR THE RECYCLE BINS TO BE LOCATED AT AND BRING BACK TO THE NEXT COUNCIL MEETING BY A VOTE OF 6-0.**

6. **REPORTS**

a. Presentation on Beale Street Theater

The owners of the Beale Street Theater will be present to give Council and the public a brief presentation on what their vision is for the theater once it is remodeled. Since this is a noticed agenda item the Council will have the opportunity to ask questions if desired.

b. Veterans Court Update

Judge Singer will be providing the Council and public with an update on Veterans Court.

7. ANNOUNCEMENTS BY MAYOR, COUNCIL MEMBERS, CITY MANAGER

Limited to announcements, availability/attendance at conferences and seminars, requests for agenda items for future meetings.

8. EXECUTIVE SESSION

a. Kingman Airport Authority Lease

PURSUANT TO ARS 38-431.03(A)(4), THE CITY COUNCIL MAY GO INTO EXECUTIVE SESSION FOR LEGAL ADVICE.

MOTION TO GO INTO EXECUTIVE SESSION WAS PASSED BY A VOTE OF 6-0.

The Mayor requested a legal discussion regarding the Kingman Airport Authority lease. **COUNCIL DIRECTED STAFF TO HAVE A COMPLETE INDEPENDENT THIRD PARTY LEGAL REVIEW OF THE KINGMAN AIRPORT AUTHORITY LEASE.**

b. City Attorney Performance Evaluation and Contract Renewal

PURSUANT TO ARS 38-341.03(A)(1) THE COUNCIL MAY GO INTO EXECUTIVE SESSION TO DISCUSS THE CITY ATTORNEY'S PERFORMANCE EVALUATION AND CONTRACT.

MOTION TO GO INTO EXECUTIVE SESSION WAS PASSED BY A VOTE OF 6-0.

This item was carried over from the last Council meeting. It is past due for the City Attorney's annual evaluation and renewal of contract.

c. Possible Action Concerning Renewal of City Attorney Contract

Council may take action to renew the City Attorney's contract. **MOTION TO APPROVE CONTRACT AS NEGOTIATED WAS PASSED BY A VOTE OF 7-0.**

ADJOURNMENT