

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

5:30 PM

Regular Meeting AGENDA

Tuesday, October 4, 2016

\*\*A member of the Common Council may be attending the meeting telephonically\*\*

**REGULAR MEETING**

**CALL TO ORDER AND ROLL CALL--- ALL COUNCIL MEMNVBERS WERE PRESENT**

**INVOCATION--- THE INVOCATION WAS 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**

**2. AWARDS/RECOGNITION**

**a. Employee Recognition**

In appreciation for their hard work, dedication, and loyalty the Mayor and Council would like to recognize employees who have reached years of service milestones, beginning at five years of service and continuing at each five year interval. Tonight the Mayor and Council hereby convey their earnest appreciation to:

<b>Yrs of Service</b>	<b>Name</b>	<b>Title</b>	<b>Department</b>
25	Cooper, Dwayne "Rusty"	Deputy Police Chief	Police
20	Kuehner, Russell	Bldg Maintenance Technician	Public Works
15	Hollon, Wayne	Police Officer	Police
15	Workman, Brian	Wastewater Plant Op II	Public Works
15	Butler, Daniel	Survey Party Chief	Engineering
10	Eaton, Keith	Asst Fire Chief	Fire
10	Delgado, Gerald	I.T. Administrator	Information Technology
10	Longo, Joanne	Public Transit Operator	Public Works
10	Higgins, Gary	Wastewater Plant Op II	Public Works
10	Furr, Sherri	Public Transit Superintendent	Public Works
5	Snay, Matthew	Police Officer	Police
5	Terry, Jennifer	911 Crew Leader	Fire

Mayor and Council would also like to congratulate the following employees on their retirement. These employees have vested a significant portion of their careers to the City of Kingman:  
Robert Cole – retired from the Fire Department on July 31, 2016 nearly 24 years of outstanding service.

Robert McCoy - retired from the Public Works Department on August 19, 2016 with over 23 years of outstanding service.

Arthur Gastelum - retired from the Parks & Recreation Department on July 28, 2016 with 18 years of outstanding service.

Danny Winters – retired from the Park & Recreation Department on July 5, 2016 with over 13 years of outstanding service.

**b. Proclamation: VFW Buddy Poppy Days**

**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. Special Event Liquor License Application- Mohave Museum of History and Arts**

Applicant, Patrick Otto of Mohave Museum of History and Arts, has applied for a Special Event Liquor License for an event to take place Saturday, November 5, 2016 from 6 PM to 8:30 PM at 400 W. Beale Street in Kingman. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0**

**b. Special Event Liquor License Application- Kingman Powerhouse Kiwanis**

Applicant, Regina Musumeci, of the Kingman Powerhouse Kiwanis has applied for a Special Event Liquor License for an event to take place Friday, November 4, 2016, from 5:00 PM to 11:00 PM at Beale Celebrations 201 N. Fourth Street in Kingman. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0**

**c. Application for Permanent Extension of Premises/Patio Permit**

Applicant, Jeffrey Buhai, of Cerbat Lanes Bowling Alley has submitted an Application for Permanent Extension of Premises/Patio Permit at 3631 Stockton Hill Rd. in Kingman. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0**

**d. Application for Temporary Extension of Premises/Patio Permit**

Applicant, Blake Schritter, has requested a Temporary Extension of Premises Patio Permit for Friday, October 7, at 421 E. Beale Street in Kingman. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0**

**e. Application for Temporary Extension of Premises/Patio Permit**

Applicant, Stacy Thompson, has requested a Liquor License Temporary Extension of Premises/Patio Permit for Friday, October 7, at 312 E. Beale Street in Kingman. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0**

**f. Application for Temporary Extension of Premises/Patio Permit**

Applicant, Stacy Thompson, has requested a Liquor License Temporary Extension of Premises/Patio Permit for two days, October 29 and October 30, 2016 at 312 E Beale Street in Kingman. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0**

**g. Acceptance of Police Department Gun Sale**

On 8/2/2016 a gun sale was initiated by the Kingman Police Department requesting bids from federally licensed firearms dealers. 35 firearms of assorted types and calibers, were included in the bid package. These firearms are either confiscated as contraband, turned in by owners, found property and/or safe keeping. Every attempt has been made to return eligible firearms to owners. Letters of sale notification and terms were mailed to Kingman area firearms dealers, in addition to out of town firearms dealers who have expressed interest in KPD gun sales. On 9/13/2016 the three bids received were opened with On Target Enterprise, LLC submitted the highest bid at \$5,005.99 of store credit. The second and third highest bids received where \$4,380.00 store credit and \$3,535.00 store credit. The store credit will be used for equipment and supply purchases by the Kingman Police Department and must be used within two years. On Target Enterprise, LLC is a licensed FFL firearms dealer and a licensed business in the City of Kingman. **Staff recommends accepting On Target Enterprise, LLC bid of \$5,005.99 store credit for purchase of 35 firearms, and authorized Chief of Police to sign agreement. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0**

**h. Mohave County Multi-Jurisdictional Hazard Mitigation Plan Update**

The Mohave County Multi-Jurisdictional Hazard Mitigation Plan Update has been completed by the contracted consultant of the AZ Division of Emergency Management (AZDEM). The Federal Emergency Management Agency (FEMA) has completed their review of the Plan Update. Formal adoption of the Plan Update Resolution by involved agencies is required before full FEMA approval. **Staff recommends adoption of the Mohave County Multi-Jurisdictional Hazard Mitigation**

**plan Update and authorize the Mayor to sign Resolution No. 5040. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0**

**i. Approval of Professional Services Agreement with Sunrise Engineering for Aerial Photogrammetry, ENG16-0046**

As part of our GIS Implementation efforts a high resolution aerial photo of the city's water boundary will be needed. The photo will be used to assist with mapping of both the water and sewer systems. It will also be used for background imagery to be incorporated into GIS applications and viewers. Staff has negotiated a proposal with Sunrise Engineering, Inc. to complete this work and their proposal is attached. The work is proposed to be completed for a fee not to exceed \$56,900.00. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0**

**j. 2016 Arizona Department of Homeland Security Grant Award**

The Kingman Police Department has been awarded a 2016 State of Arizona Department of Homeland Security grant for the purchase of equipment for the Kingman Police Department Bomb Squad. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0**

**k. Resolution 5042 – Consideration of Intergovernmental Agreement between the City of Kingman and the Mohave County Flood Control District for study and mapping of FEMA floodplains, ENG15-0075**

The Federal Emergency Management Agency (“FEMA”) Cooperating Technical Partners (“CTP”) grant program provides federal funding to local agencies to conduct various technical activities and studies to improve flood protection and flood hazard mapping for the community. The CTP grant requires the community to match 25 percent of the grant cost and a 5 percent administrative fee. FEMA has requested that Mohave County Flood Control District (“District”) manage the CTP grant funding and administration for all CTP grants within Mohave County. The total cost of the flood hazard area study and mapping will be \$190,000 of which \$188,000 will apply to the 25% matching. The 25% City matching for \$188,000 is \$47,000. The remaining cost of the project will be paid by the FEMA CTP grant. **Staff recommends approving Resolution No. 5042, the Intergovernmental Agreement between the City of Kingman and the Mohave County Flood Control District, and authorizing the Mayor to execute the agreement of behalf of the City. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0**

**5. OLD BUSINESS**

**a. Building code clarification**

In August Council and the City Manager had a discussion about whether the building inspectors should be strictly enforcing IBC on older buildings and remodels. Staff is looking for clarification on what the Council would like enforced. **Staff requests direction from Council. COUNCIL DIRECTED STAFF TO REVIEW BUILDING CODES FROM OTHER CITIES AND DRAFT A RECOMMENDATION TO BE BROUGHT BACK TO COUNCIL FOR APPROVAL**

**b. Consideration of Initiating a Zoning Ordinance Text Amendment and a Zoning Map Amendment to Create a Downtown Development District and Apply this District to the Zoning Map**

On September 20, 2016, the City Council considered the proposed Downtown Development District text and proposed zoning boundary map for the Downtown Development District. The City Council tabled action on this matter until October 4, 2016, so the mayor and city manager could meet with three owners of downtown properties. **Staff requests direction from Council. MOTION TO FORWARD TO PLANNING AND ZONING FOR A PUBLIC HEARING PASSED BY A VOTE OF 6-1**

**c. Review Kingman Airport Authority Contract**

The City Council directed staff to bring back to Council several options regarding the hiring of outside legal counsel to review the KAA contract. The City Attorney sought out recommendations from other City Attorneys for counsel that was versed in contract and airport law. **Council discretion. MOTION TO TABLE SELECTING A VENDOR UNTIL STAFF HAS CONTACTED THE ARIZONA ATTORNEY GENERAL TO REQUEST A REVIEW WAS PASSED BY A VOTE OF 6-1**

6. **NEW BUSINESS**

a. **Parking issues**

Council Member Yocum has requested this item be placed on Council Agenda for discussion and possible action on parking duration and/or enforcement of existing ordinance. **Council discretion. MOTION TO TABLE THIS ITEM UNTIL A FUTURE MEETING WAS PASSED BY A VOTE OF 7-0**

b. **Consideration of Retaining Buxton to Develop a Retail Development Strategy**

The City budgeted monies to retain a consulting firm to develop a retail development strategy for the City. The staff solicited a Statement of Qualification for firms to perform this service. Four firms responded. The firms as Buxton, HyperSpace IT, The Retail Coach, and Webster Global Site Selectors. On September 14, 2016, the Economic Development and Marketing Commission (EDMC) heard presentations from all four firms. After deliberations, the EDMC, decided to recommend that Buxton be retained for this service. **Staff recommends authorizing staff to negotiate a contract with Buxton to develop a retail development strategy. MOTION TO APPROVE RETAINING BUXTON WAS PASSED BY A VOTE OF 7-0**

c. **Adopt a Public Notice to Hold a Public Hearing for a Sewer Rate Reduction**

In an effort to reduce borrowing costs associated with the Hilltop Wastewater Treatment Plant loan, in September 2015 Council directed staff to request from the Water Infrastructure Finance Authority (“WIFA”) that the HTWWTP loan be refinanced at the then current WIFA borrowing rate of 2.50%. Although WIFA staff did not recommend approval of such request, WIFA staff provided an alternative recommendations. Beginning with FY17, WIFA’s annual debt service payments will decrease by over \$400,000. Since Council’s direction was to use the debt service savings as a means to lessen the rate burden on sewer customers, staff drafted several rate reduction options and presented them to the Municipal Utilities Commission on September 22, 2016. The Municipal Utilities Commission reviewed the historical sewer rates, rate reduction options, fiscal impact and 5-year CIP and voted unanimously to recommend to Council to reduce the FY17 residential usage rate by approximately 17%, from \$5.663/1,000 gls used/month to \$4.707/1,000 gls used/month. The Municipal Utilities Commission also recommended a review of the reduced rate on an annual basis to ensure the revenue reduction does not exceed the debt service savings. Staff will review with Council the historical sewer rates, several sewer rate reduction options, the fiscal impact of a rate reduction, and the 5-year Sewer CIP. **Staff is looking for direction from Council on whether to proceed with a public hearing process to reduce the sewer rates using the option and process recommended by the Municipal Utilities Commission or an alternative option and process as proposed by Council. MOTION TO TABLE THIS ITEM UNTIL NEXT MONTH TO GET STAFF RECOMMENDATION OF OPTION 5 TO INCLUDE COMMERCIAL AS WELL AS RESIDENTIAL CUSTOMERS PASSED BY A VOTE OF 7-0**

7. **REPORTS**

8. **ANNOUNCEMENTS BY MAYOR, COUNCIL MEMBERS, CITY MANAGER**

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

**ADJOURNMENT--- MOTION TO ADJOURN WAS PASSED BY A VOTE OF 7-0**