

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

5:30 PM

AGENDA

Tuesday, February 7, 2017

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

REGULAR MEETING CALL TO ORDER AND ROLL CALL--- ALL COUNCIL MEMBERS WERE PRESENT EXCEPT COUNCILMEMBER ABRAM WHO WAS EXCUSED AND COUNCILMEMBER WAYT WHO ARRIVED LATE.

INVOCATION

Invocation will be given by Jerry Dunn of Oak Street 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

- a. Special Meeting Minutes of January 13, 2017 MOTION TO APPROVE WAS PASSED BY A VOTE OF 5-0.**
- b. The Regular Meeting Minutes of January 17, 2017 MOTION TO APPROVE WAS PASSED BY A VOTE OF 5-0.**

2. APPOINTMENTS

- a. Consideration of Appointments to the Municipal Utility Commission**
Reappointment of Commissioners Parker and Burgett was considered at the January 3,2017 Council meeting. Since neither Commissioner Parker or Burgett were present at the January 3, 2017 meeting, Council voted to return the matter to MUC and include additional talent bank requests from interested Planning and Zoning Commission applicants Mike Blair and Terry Shores. On January 26, the Commission voted 5-0 to recommend reappointment of Aline Parker and Allen Burgett. **Council discretion. MOTION TO APPROVE APPOINTMENT OF COMMISSIONER BURGETT WAS APPROVED BY A VOTE OF 5-0.**
MOTION TO APPROVE APPOINTMENT OF COMMISSIONER PARKER WAS APPROVED BY A VOTE OF 5-0.

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. Special Event Liquor License- Kingman Downtown Merchants Association

Matthew Wanner of the Kingman Downtown Merchants Association has submitted a Special Event Liquor License application for an event to take place Thursday, March 9, 2017 from 6:00 p.m. to 12:00 a.m. at The Grand Event Center, located at 515 E. Beale St, in Kingman. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

b. Temporary Extension of Premises- Garlic Clove

Ronald P. Campbell of the Garlic Clove Restaurant & Catering has applied for a Temporary Extension of Premises for their restaurant located at 509 E. Beale St., Kingman, AZ. for an event that will take place on March 3, 2017 @ The Grand Events Center at 515 E. Beale St., Kingman, AZ. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

c. Arizona Internet Crimes Against Children Task Force Grant Award

The Kingman Police Department has entered into an Intergovernmental Agreement (IGA) with the Arizona Internet Crimes Against Children (ICAC) Task Force. The department has been awarded a sub-grant in the amount of \$3,000.00 for purchase of a laptop, hardware and related software to enhance investigations into internet crimes against children. **Staff recommends accepting the grant award and authorize the department to expend the funds for a laptop, hardware and software for internet crimes against children. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

d. Approval of Resolution 5061, A Memorandum of Understanding with NACFD

The city owns and operates the hydrants in the city of Kingman. The purpose of this resolution and Memorandum of Understanding is to define the responsibilities of the City and of the Northern Arizona Consolidated Fire District (NACFD) in regards to the hydrants located in the NACFD boundaries. The City, under the direction of its Fire Chief and his designated employees, shall perform all regular maintenance and repair of existing and new fire hydrants at its cost, including flow testing, periodic inspections, painting and weeding. NACFD agrees to pay the city the sum of \$11,838 for the first year of the agreement and \$11,956 for the second year of the agreement. **Staff recommends the approval of Resolution 5061. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

e. Approval of Resolution 5062, An IGA with NACFD for the use of Traffic Light Preemption Devices

The City desires to enter into the attached Intergovernmental Agreement between The Northern Arizona Consolidated Fire District (NACFD) and Kingman, Arizona, for the utilization of traffic light preemption devices. The City and NACFD have a mutual aid and automatic aid agreement currently in force. The City has installed traffic light preemption devices within the City limits and NACFD desires to contract for the use of them. **Staff recommends the approval of Resolution 5062. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

f. Western Arizona Council of Emergency Medical Services (W.A.C.E.M.S) grant award

The Kingman Fire Department has been awarded a grant in the amount of \$8,500.00 for FY2017. The funds are for upgrading four (4) cardiac monitors. The City serves as the fiduciary for the Kingman Fire Department. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

g. Approval of Resolution 5064 Agreement with the Office of Manufactured Housing

The City wishes to enter into an Intergovernmental Agreement with the Arizona

Department of Housing, Office of Manufactured Housing (OMH) to maintain standards of quality and safety for manufactured homes, factory-built buildings, mobile homes, and the installation of the same. The Agency in this Agreement shall submit a Monthly IGA Report to OMH. **Staff recommends the approval of resolution 5064. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

h. Approval of Resolution 5067: An IGA for the Assistance to Firefighter Grant Program Regional Personnel Protective Equipment Project

The purpose of this Agreement is to set forth the terms and conditions of this agreement to allow for participating agencies to take part in the Assistance to Firefighter Grant Regional Personnel Protective Equipment Project. The City desires to enter into the attached Intergovernmental Agreement between the City of Kingman and Northern Arizona Consolidated Fire District, Pinion Pine Fire District, and Lake Mohave Ranchos Fire District, where the City will serve as the host agency for the Assistance to Firefighter Grant Program Regional Personnel Protective Equipment Project. **Staff recommends the approval of Resolution 5067. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

5. OLD BUSINESS

a. Consideration of Resolution #5060, Agreeing to Sell the 0.68 acre portion of the Hackberry Right-of-Way Located at 626 Sycamore Avenue.

Scott Sayles, manager of KOR Development LLC, owns the 6.48-acre parcel located east of Harvard Street and south of Sycamore Avenue. A portion of the Hackberry right-of-way runs through the property. On November 1, 2016, the City Council agreed to abandon the right-of-way and instructed Mr. Sayles to get an appraisal of the property. The appraised price is \$4500. **The staff recommends approval of Resolution No. 5060, selling the right-of-way for \$4500. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

b. Mohave County Justice Center IGA

Council directed staff to draft an IGA with Mohave County regarding the new Justice Center. The facilities shall be constructed in compliance with applicable fire code, building, plumbing, electrical, fire prevention and mechanical codes adopted by the City. Public buildings are subject to inspection during construction pursuant to these codes to determine compliance pursuant to A.R.S. § 34-461. The City and Mohave County have decided to enter into this Agreement whereby the City delegates its building code plan review and inspection responsibilities to the County for the County Law and Justice Center Project, except for (1) fire code plan check and fire code inspection services, (2) off-site street improvements, (3) transportation and related right-of-way encroachments, and (4) City water and City sewer connections. **Council discretion. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

c. USGS IGA

After the water presentation, the Council directed staff to work with the County regarding an IGA for the USGS water study. Staff has submitted comments about the IGA and sent it back to the County for review. Staff expects to have it on the next Council meeting for approval. **Council discretion. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

6. NEW BUSINESS

a. Restructure of EDMC and TDC

A presentation will be made to the Common Council encouraging the concept of restructuring of the Economic Development and Marketing Commission and the Tourism Development Commission. **Council discretion. MOTION TO RETURN THE ITEM TO THE STEERING COMMITTEE TO**

CONTINUE EXPLORING FURTHER OPTIONS OF COMBINING EDMC AND. MOTION WAS AMENDED TO INCLUDE AN ANALYSIS OF COMPERABLE COMMUNITIES. MOTION PASSED BY A VOTE OF 6-0.

- b. Public hearing and consideration of Ordinance No. 1826, amending Section 22.330 of the Kingman Zoning Ordinance related to number of parking spaces required for judicial centers**

Steven Latoski, P.E., Mohave County Public Works Director, has requested a zoning ordinance text amendment to Section 22.330 of the Kingman Zoning Ordinance related to number of parking spaces required for judicial centers. The request is to modify the number of parking spaces required for judicial centers from one (1) parking space for every 350 square feet of floor area to one (1) parking space for every 500 square feet of floor area. The applicant is including adjacent on-street parking to meet the off-street parking requirements of the City of Kingman Zoning Ordinance for the judicial center expansion. On-street public parking is not exclusive to usage by the court. If the reduced parking ratio is approved, the applicant will still need to meet the off street parking space requirements. The Planning and Zoning Commission held a public hearing on January 10, 2017 to consider the proposed text amendment. The Planning and Zoning Commission voted 6-0-1 to recommend approval of the request for the text amendment to reduce the parking ratio for judicial centers from 1:350 to 1:500 as shown in Exhibit "A" of the attached Ordinance No. 1826. **Staff recommends approval of Ordinance No. 1826. MOTION TO APPROVE PASSED BY A VOTE OF 6-0.**

- c. Public Hearing and Consideration of Resolution #5058 to Abandon a Portion of Pine Street**

Mohave County is seeking abandonment of a portion of Pine Street that is currently used as a parking lot so this area can be used as a part of the new judicial center. The subject parcel is a 49.73-foot by 99.82-foot area located north of lots 3 and 4, Block 19, of the Kingman Townsite. **Staff recommends approval of Resolution No. 5058. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

- d. Public hearing and consideration of Resolution No. 5059 for the approval of an off-premises billboard sign to be located at 3805 E. Highway 66.**

Del Outdoor Advertising, applicant, and Thomas Greiten, property owner, have requested approval of a Conditional Use Permit (CUP) for a 144 square foot 22.5 foot tall off-premises billboard sign to be located at 3805 E. Highway 66. The subject property is zoned C-3: Commercial, Service Business. It is recommended that the sign be designed and constructed with a Route 66 theme based on the City Wayfinding signs. This requirement was applied to the last two off-premises signs constructed in Kingman. The Planning and Zoning Commission held a public hearing on this request on January 10, 2017. The commission voted 7-0 to recommend approval of the CUP request with the conditions as stated in Resolution No. 5059. **Staff recommends approval of the CUP with conditions as stated in Resolution No. 5059. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

- e. Procurement & implementation of online payment services**

Councilmember Lingenfelter has requested this item to direct staff to explore available cooperative contract options currently used by other regional political subdivisions, including the County of Mohave, the City of Lake Havasu City, and the City of Bullhead City for online payment services, and immediately implement the best online payment services cooperative contract option for the City of Kingman. **Council discretion. NO DIRECTION GIVEN. STAFF ADVISED COUNCIL OF ONGOING PROGRAM IMPLEMENTATION.**

- f. Discussion/Possible Action Regarding The City of Kingman Procurement Code**

Revisions

Councilmember Lingenfelter has requested an agenda item for discussion and possible action directing the City Attorney's office to substantially base the revised City of Kingman procurement code on the American Bar Association's Model Procurement Code for State and Local Governments, as endorsed and recommended by both the National Institute of Governmental Purchasing (NIGP), and the National Procurement Institute (NPI). **Council discretion. NO DIRECTION GIVEN. STAFF ADVISED OF CURRENT PROJECT STATUS.**

g. Pavement Management System Report

A pavement management system implementation was approved by Council in fiscal year 2016. This included the inventory and rating of all paved streets within the City Limits. The Barnhardt Group completed the inventory and has submitted the report of the City's paved assets. The report and maintenance strategies are being submitted to Council for review and direction. **Council discretion. NO DIRECTION. STAFF REPORT.**

h. Amend CDBG Projects Scope of Work

In October 2015 the city was awarded \$371,432 in CDBG funds to complete a sewer extension project on Beverly, Berk and Simon in the "notch" neighborhood of Kingman. In 2016, the city applied for the next round of CDBG funds to complete ADA curb cut replacements at 3 downtown intersections, 3rd, 4th & 5th Streets on Beale St for \$585,806. This application has been submitted and approved but has not yet been issued a contract or release of grant funds. To expedite grant expenditures, ADOH has suggested the City combine these grant amounts into one project and contract. Staff has revisited the scope of work for the ADA curb cuts on Beale St. and has determined that relocating this project over to ADA Improvements on Andy Devine are in the best interest of the City until the City has a comprehensive downtown improvement strategy. Staff has also revisited the scope of work identified for the sewer extension project on Beverly, Berk and Simon Avenues and are recommending that we combine these grant funds with the ADA improvements along Andy Devine to complete a much larger scope of work in a timely manner. **Staff recommends Adopt Resolution #5065 to relocate FY15 CDBG funds from ADA improvements on Beale Street to ADA improvements along Andy Devine Ave., and Adopt Resolution #5066 to abandon the FY14 CDBG sewer extension project on Beverly, Berk and Simon Ave and combine these funds with FY16 CDBG ADA improvement project along Andy Devine Ave. MOTION TO APPROVE RESOLUTIONS 5065 & 5066 PASSED BY A VOTE OF 6-0.**

i. High Density Mineral Bond Contract

The Streets Division would like to complete a pavement preservation project utilizing a High Density Mineral Bond. The cooperative use contract from the City of Goodyear will be utilized for this project. This contract will provide the best unit price due to the large quantities utilized by the City of Goodyear. This product will provide additional service life and aesthetic improvement of streets. This project would preserve the pavement downtown until construction of the Downtown improvements begins. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

7. REPORTS

a. Update from Council and/or staff regarding water issues in the Kingman area

This item is a standing agenda item. Information will be provided as a report on this topic as it is available.

b. 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.

9. EXECUTIVE SESSION

a. Kingman v. Heinfeld and Meech

Pursuant to ARS 38-431.1(A)(4), the City Attorney is requesting that the City Council go into executive session to discuss and provide direction regarding the litigation of the former City auditors Heinfeld and Meech. **MOTION TO ENTER EXECUTIVE SESSION WAS PASSED BY A VOTE OF 6-0.**

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