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

6:00 P.M. **AGENDA** **Monday, January 5, 2009**

REGULAR MEETING

CALL TO ORDER & ROLL CALL
INVOCATION will be given by Pastor Kent Simmons, Canyon Community 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 December 15, 2008

2. APPOINTMENTS

a. Municipal Utility Commission

The terms of Municipal Utility Commissioners Macrae Glass and Craig Schritter expired at the end of December 2008. Both commissioners are eligible to serve a second three year term. At their December 18, 2008, meeting the Utility Commission reviewed talent bank applications from Mike Blair and Allen Mossberg. The Commission voted 6-0 to recommend the reappointment of Macrae Glass and Craig Schritter to serve second terms. **The Municipal Utilities Commission recommends the reappointment of Macrae Glass and Craig Schritter to second three year terms.**

b. Historical Preservation Commission

The Historical Preservation Commission, at its regular meeting in the month of November, reviewed its membership and applicants for re-appointment to the Historical Preservation Commission. After discussion, it was agreed by consensus to recommend the reappointment of member CC Swenson to an additional three year term. **The Commission recommends the reappointment of CC Swenson.**

c. Industrial Development Board

Mr. Gary Watson has resigned his position on the Industrial Development Board leaving Ms. Tomma Schritter as the only member. During the process to replace him it was discovered that, according to Arizona Revised Statutes 35-702, the Board is required to have not less than three members. Ms. Schritter indicated a desire to continue to serve. The City of Kingman received three Boards and Commissions applications to service on the Industrial Development Board. They are Ms. Debra Sixta, Mr. Brooke Fix, and Mr. Vance Miller. Ms. Sixta and Mr. Fix have indicated a desire to serve. Mr. Miller could not be reached by telephone. The terms are six

years and are staggered every two years. **Staff recommends the appointment of Ms. Debra Sixta and Mr. Brooke Fix to the Industrial Development Board.**

3. AWARDS/RECOGNITION

a. Employee Service Awards

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:

Years of service	Name	Title/Department
5	Mike Prior	Assistant City Engineering/Engineering
5	Jennifer Sochocki	Admin Assistant/Police Department
5	Don Anderson	Sr. Building Inspector/Development Services
10	Kelly Johnson	Fire Engineer/Fire Department
20	Russ Brooks	Equipment Mechanic/Fleet
20	George Sedich	Water Superintendent/Water Operating
20	Scott Wright	Police Captain/Police Department

b. Outstanding Customer Service Awards

The City of Kingman and the Kingman Area Chamber of Commerce would like to recognize the following individuals for their outstanding customer service in our community:

Lynne Steiger, Program Representative for the Mohave County Community and Economic Development Department

Christina Sheehan, Lead Teller at Mohave State Bank, Hualapai Branch

4. 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 should be limited to no longer than 3 minutes.

5. 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. Intergovernmental Agreement (IGA) with the Department of Public Safety for the Gang Intelligence and Team Enforcement Mission (G.I.T.E.M.)

On September 6, 2005, the City of Kingman entered into an IGA with the Department of Public Safety to fund two officers in the Gang Intelligence & Team Enforcement Mission (G.I.T.E.M.). The funding formula at that time was for 75% DPS and 25% City of Kingman. In 2007 enforcement of immigration was added to the mission changing the name of the concept to G.I.I.T.E.M. and the funding formula to 85% DPS and 15% City of Kingman. On February 13, 2007, we signed the amended IGA reflecting those changes. Recently we discovered that the amended IGA, signed on February 13, 2007, omitted the second officer position. The revised

IGA will correct the mistake and will serve as the IGA between DPS and the City of Kingman. **Staff recommends approval of the corrected IGA.**

b. Special Event Liquor License Application

Agent and Applicant Thomas L. Spear of the Historic Route 66 Association of Arizona, has applied for a Fundraiser to be held on May 2, 2009, from 5:30 p.m. to 9:30 p.m., located at 120 W. Andy Devine Avenue, Kingman, Arizona. **Staff recommends approval of the Special Event Liquor License application for the Historic Route 66 Association of Arizona fundraiser.**

c. Special Event Liquor License Application

Agent and Applicant Beverly Liles of the Kingman Area Chamber of Commerce, has applied for a Wine and Cheese Fundraiser to be held on February 7, 2009, from 6:00 p.m. to 11:00 p.m., located at 120 W. Andy Devine Avenue, Kingman, Arizona. **Staff recommends approval of the Special Event Liquor License application for the Kingman Area Chamber of Commerce Wine and Cheese Fundraiser.**

d. Resolution No. 4572 -- Water service to a new subdivision known as Kingman Unified School District No. 20, Tract 6041

On December 18, 2008, the Municipal Utility Commission reviewed a request from KUSD for water services to a new subdivision known as Kingman Unified School District No. 20, Tract 6041. This subdivision consists of two lots for development of a 46.88 acre school site and a 1.85 acre commercial site. The Commission voted 6-0 to recommend approval of water service with the following conditions: (1) That water and sewer lines be extended in accordance with the Utility regulations, (2) That fire hydrants be located and installed as required by the Fire Department, (3) That the private lift station for the school site by designed in accordance with City and ADEQ regulations, and that such lift station be owned and operated by the School District, and (4) That the School shall connect to a gravity sewer main when it becomes available. **Staff recommends approval of Resolution No. 4572.**

e. Resolution No. 4573 --Water service to an Unsubdivided Parcel for Kingman Unified School District #20 Central Services Kitchen

On December 18, 2008, the Municipal Utility Commission reviewed a request from Kingman Unified School District (KUSD) No. 20 for water service to an unsubdivided parcel. This water service request is for development of a Central Services Kitchen on the 33.50 acre property. This site is located north of Detroit Avenue between Rutherford Drive and MacDonald Avenue and is presently developed with Manzanita Elementary School and the main district offices. The Commission voted 6-0 to recommend approval of water service with the following conditions: (1) That fire hydrants be installed at locations approved by the Fire Department, (2) That private lift stations serving the property be designed in accordance with City and ADEQ Standards, and that such lift stations be owned and operated by the School District, and (3) That when a gravity sewer main becomes available to the parcel, the School District shall submit extension plans and connect to the gravity sewer main within 180 days of such main becoming available**. Staff recommends approval of Resolution No. 4573.**

f. Grant of Utility Easement for UNS Electric, Inc., at the City of Kingman Police Department station located at the intersection of Andy Devine Avenue and Airfield Avenue

The City of Kingman is the owner of a 2.41 acre parcel (Parcel 311-12-407B) which is the location of the Police Department Station. This parcel is located at the southeast corner of the intersection of Andy Devine Avenue and Airfield Avenue. This easement will allow Unisource Electric, Inc. to relocate existing overhead power lines serving this area to a new alignment that is more protected from contact with equipment. In addition, this easement will accommodate a future underground service connection to the Police Station backup power supply. The location of the overhead power line will not be in conflict with any current or future improvements or site functions. **Staff recommends that the utility easement for Unisource Electric, Inc. be granted.**

g. Ordinance No. 1642--Amending City Code Section 2-34

Upon review of the City Code the City Attorney noticed a discrepancy between the Code and current policy regarding reimbursement for mileage. The current City policy is to reimburse mileage according to the mileage rate published by the Internal Revenue Service. The City Code states .30 cents a mile. This modification will bring the City code into line with current City policy and IRS standards. **Staff recommends approval of Ordinance No. 1642.**

h. Acceptance of Deed of Dedication for Right-Of-Way on Rutherford Drive from the Kingman Unified School District (KUSD) #20

The proposed site construction of the Central Kitchen Facility for KUSD #20 at 3174 Rutherford Drive, east side of Rutherford Drive between Detroit Avenue and I-40 requires the construction of curbs, sidewalks, and pavement widening along the section of Rutherford Drive fronting the site. The KUSD #20 has offered to dedicate the right-of-way along this section of Rutherford Drive for these street improvements. **Staff recommends that the Mayor be authorized to sign the Acceptance Statement for the Deed of Dedication**.

i. Resolution No. 4580—Acknowledging the need for and authorizing staff to request a Technical Assistance Grant from the Water Infrastructure Finance Authority (WIFA)

Staff has applied for a Technical Assistance Grant from WIFA. Prior to receiving a Technical Assistance Grant, WIFA requires that the Council acknowledge the need for and authorize the request for such grant. Staff has received notice from WIFA that the Downtown Plant has been selected for a grant award not to exceed $17,500.00. Resolution No. 4580 has been prepared to authorize staff to proceed with obtaining the grant. **Staff recommends approval of Resolution No. 4580.**

6. <u>OLD BUSINESS</u>

Property value of 150 Spruce Street (former KAAP shelter)

On November 17, 2008, Council directed staff to have the City owned property at 150 Spruce Street appraised by a licensed real estate appraiser to determine fair market value for the purpose of possible sale. At the same meeting, Council considered proposals from local, qualified agencies to enter into a possible use agreement with the City to lease this property. Council decided at that time to review the value and possibly sell this property. The fair market value of this property has been determined to be $150,000.00. Options include: (1) establish a minimum bid and direct staff to solicit bids to sell the property at 150 Spruce Street, (2) Re-visit the possibility of entering into a use agreement with one of the two qualified agencies to lease the property for their program, or (3) take no action at this time. **Staff makes no recommendation at this time.**

7. NEW BUSINESS

a. Public Hearing -- Resolution No. 4574 – Consideration of a minor general plan amendment of the Celebrate Master plan area. This amendment would modify the Projected Land Use Map by changing the existing land use designation on approximately 53-acres from *Medium Density Residential 3-8 dwelling units per acre to Public/Quasi-Public* and to eliminate the west loop road currently shown on the master plan. The area under consideration is located northeast of the Airway Avenue and Prospector Street alignments. The commercial area currently shown on the northeast corner of Airway Avenue and Prospector Street will remain designated as *Neighborhood Commercial.* **Staff recommends adoption of Resolution No. 4574.**

b. Public Hearing -- Resolution No. 4575 --Consideration of approval of the preliminary plat for KUSD #20 plat for the Kingman Middle School. The proposed plat contains two lots and two parcels on 60 acres. The subject property is located along the east side of Prospector between Airway Avenue and south of the Gordon alignment, south of the Airport boundary. It is associated with a minor general plan amendment request to accommodate the Middle School project. The Planning and Zoning Commission reviewed this request on December 9, 2008. The Commission recommended approval of the preliminary plat for KUSD #20 plat for the Kingman Middle School, Tract 6041 with the conditions A through F in Option 1 as stated in the staff report. The vote was 5-0 to recommend approval. **Staff recommends adoption of Resolution No. 4575**

8. DEPARTMENT REPORTS

Fiscal Year 2009-10 Preliminary Budget Calendar – Coral Loyd, Financial Services Director

9. ANNOUNCEMENTS BY MAYOR, COUNCIL MEMBERS, CITY MANAGER

If needed

ADJOURNMENT

Posted_____by_____