

CITY OF KINGMAN
MEETING OF THE COMMON COUNCIL
Council Chambers
Council Chambers, 310 N. Fourth St. Kingman, AZ

7:00 PM

ACTION AGENDA

Tuesday, April 16, 2019

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

REGULAR MEETING

ESTIMATED START TIME OF REGULAR MEETING IS 7:00 P.M. CALL TO ORDER AND ROLL CALL --- ALL COUNCILMEMBERS WERE PRESENT.

INVOCATION

Invocation will be given by Chaplain Paul Pitts

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. Regular Meeting Minutes of February 5, 2019. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**
- b. Regular Meeting Minutes of January 15, 2019. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**
- c. Regular Meeting Minutes of April 2, 2019. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

2. APPOINTMENTS

- a. Planning and Zoning Commission Appointment**
Planning and Zoning Commissioner Terry Hunsicker has resigned. The term of office will end on December 31, 2019. Applicants to fill the vacant position are Mike Blair, Michelle Drumheller, Mark Nelson, Jed Noble, Vickie Kress, and Jennifer Buoncuore. In accordance with Section 2-157(f)(1) of the Kingman Municipal Code all persons eligible to serve on the Planning and Zoning Commission must be a city resident and be a registered voter for at least 180 days before appointment. **Staff recommends appointment of one of the applicants to the Planning and Zoning Commission for a term ending December 31, 2019. MOTION TO APPOINT VICKIE KRESS TO THE PLANNING AND ZONING COMMISSION WAS APPROVED BY A VOTE OF 7-0.**

3. AWARDS/RECOGNITION

- a. ***AMENDED*** Presentation of the Key to the City to James Zyla**

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 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.

5. CONSENTAGENDA

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. Approval of Resolution No. 5203, Water Service to 2330 Golf Drive, ENG19-0015

John Cantrell of Cantrell Development has submitted this request for water service to an unsubdivided parcel located at 2330 Golf Drive. The Municipal Utility Commission reviewed this request at their March 28, 2019 meeting and voted 6-0 to recommend approval of water service. Resolution No. 5203 grants water service to 2330 Golf Drive from the existing 8 inch main across the frontage of the property. **The Commission voted 6-0 to recommend approval of water service to Tax Parcel 303-01-203. Staff recommends approval of Resolution No. 5203. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

b. 2019 Governor's Office of Highway Safety Grant Award

The Kingman Police Department has been awarded \$1,000.00 from the Governor's Office of Highway Safety (G.O.H.S.). The funding will support continued enforcement programs focused on safety belt and child restraint laws during the "Buckle-Up Arizona...It's the Law!" campaign. **Staff recommends acceptance of the Governor's Office of Highway Safety grant and authorize the City Manager and Chief of Police to sign the attached contract. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

c. Approval of Resolution 5204 A Mutual Aid Agreement between Kingman Fire Department and Mohave Community College for for the purpose of providing clinical practicum internship/externship

A Mutual Aid Agreement between Mohave Community College and Kingman Fire Department for the purpose of providing clinical practicum and or internship/externship educational experience to students. This would be a two year agreement and may be renewed by written mutual agreement of the parties. **Staff recommends the approval of Resolution 5204 Mutual Aid Agreement between Mohave Community College and Kingman Fire Department for the purpose of providing clinical practicum and or internship/externship educational experience. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

d. Authorization to Enter into a Professional Auditing Services Agreement with Henry+Horne

Pursuant to City Council's direction, the Finance Department issued a Request for Proposal for Professional Auditing Services on January 30, 2019. After careful consideration and thorough discussion, the evaluation committee unanimously agreed to recommend Henry+Horne to provide professional auditing services to the City of Kingman for the FY19-FY23 audit periods. This will include the required external review of the municipal court. **Staff recommends entering into a professional auditing services agreement with Henry+Horne for five years at a total cost of \$316,847. Such agreement may be terminated at any time. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

e. Consideration of Resolution No. 5202 approving an Extension of Time of the Preliminary Plat for Pasadena Estates, Tract 6049

A request from Doug Angle, applicant, for the approval of an extension of time of the preliminary plat for Pasadena Estates, Tract 6049. The subdivision is proposed to have lot sizes

ranging between 40,000 square feet and 47,640 square feet. The property is zoned R-1-40: Residential, Single Family, 40,000 square feet minimum which permits single family development. **Staff recommends approval of Resolution No. 5202. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

f. Approval of Resolution 5206, Setting aside Right-of-Way for Airway Avenue, ENG18-0051

On February 19, 2019, Council accepted a Warranty Deed for an approximately 24 acre park and fire station site located north of Airway Avenue east of Prospector Street. Airway Avenue is a major arterial road which will require a total of 130 feet of right of way when widened in the future. Resolution 5206 will set aside the necessary Right-of-Way for future Airway Avenue improvements. **Staff recommends that the City Council pass and adopt Resolution No. 5206 setting aside the necessary Right-of-Way for Airway Avenue. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

g. Authorization to purchase a new hydro-excavation unit

The Water Division budgeted to purchase a hydro excavation unit this fiscal year. This equipment is critical to system repair, operations, maintenance, leak mitigation, & infrastructure integrity. The city is looking to enter into contract with AZ Wastewater Industries, Inc. as a member of Sourcewell, a national cooperative purchasing agreement. The City of Kingman's procurement policy allows cooperative purchasing methods. **Staff recommends authorizing the purchase of this equipment for Water operations. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

h. Authorization for the Mayor to accept an offer of dedication of right-of- way to the City of Kingman

A parcel plat has been proposed for a property located between Riata Valley Road and El Rancho Drive west of Harvard Street. The Streets and Sidewalks Development Rules and Regulations require local streets to have a 54-foot wide right-of-way with 27-feet on either side of the street centerline. The dedications will bring the streets into conformance with these requirements. **Staff recommends authorizing the Mayor to sign the acceptance of the offer of dedication on the parcel plat. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

6. OLDBUSINESS

7. NEWBUSINESS

a. Public Hearing and Consideration of Encroachment Permit Application for 2123 Horsemint Avenue, ENG19-0020

On March 18, 2019 staff received a substantial encroachment permit application from Paige Ayers of 2123 Horsemint Avenue for installing non-permanent fencing and landscape rock within a City owned parcel adjacent to her home. Ms. Ayers has also requested to place personal property on the City land. The parcel is identified as Parcel B of the Canyon Bluff Estates II, Tract 6005 subdivision. **Staff recommends that Council hold the Public Hearing, review comments and concerns and make a final decision on the request. Should the encroachment be allowed, staff further recommends that no permanent structures, trees, bushes or personal property be allowed on the City parcel. Staff would also recommend that a provision for calling BLUESTAKE prior to placement of any landscaping be a condition of approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

b. Public Hearing and Consideration of Encroachment Permit Application for 2119 Horsemint Avenue, ENG19-0021

On March 25, 2019 staff received a substantial encroachment permit application from Steve Hayes of 2119 Horsemint Avenue to include Parcel B as part of their yard by installing 16 foot wrought iron gates on each end of the parcel while landscaping and maintaining the City property. The parcel is identified as Parcel B of the Canyon Bluff Estates II, Tract 6005 subdivision. **Staff recommends that Council hold the Public Hearing, review**

comments and concerns and make a final decision on the request. Should the encroachment be allowed, staff further recommends that no permanent structures, trees, bushes or personal property be allowed on the City parcel. Staff would also recommend that a provision for calling BLUESTAKE prior to placement of any landscaping be a condition of approval. **MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

c. **Resolution No. 5205-Adopting Policy Guidelines and Application Procedures for the Establishment of Community Facilities Districts**

Community Facilities Districts (CFDs) are special taxing districts created under Arizona Revised Statutes Title 48 for the purpose of financing public infrastructure. Resolution No. 5205 adopts Policy Guidelines and Application Procedures for the Establishment of Community Facilities Districts. **Staff recommends approval of Resolution 5205 adopting Policy Guidelines and Application Procedures for the Establishment of Community Facilities Districts. MOTION TO TABLE FOR THE NEXT MEETING AFTER THE ATTORNEY HAS HAD AN OPPORTUNITY TO PROVIDE CLARIFICATION ON CERTAIN ITEMS WITHIN THE POLICY WAS PASSED BY A VOTE OF 7-0.**

8. **DEPARTMENT REPORTS**

a. **2019 Kingman Street Drags**

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

Limited to announcements, board and commission liaison reports, availability/attendance at conferences and seminars.

10. **COUNCIL REQUESTS FOR FUTURE WORK SESSION AGENDA ITEMS AND/OR CALENDAR ADJUSTMENTS**

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