

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

6:00 PM

ACTION AGENDA

Tuesday, May 7, 2019

**** 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 NELSON WHO WAS EXCUSED.

INVOCATION

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. **The Regular Meeting Minutes of February 19, 2019. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**
- b. **The Regular Meeting Minutes of March 5, 2019. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**
- c. **The Regular Meeting Minutes of March 19, 2019. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**
- d. **The Work Session Minutes of April 16, 2019. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**
- e. **The Regular Meeting Minutes of April 16, 2019. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

2. AWARDS/RECOGNITION

- a. **Building Safety Month Proclamation**
- b. **Proclamation for Economic Development Week and Special Viewing of the Airport Anniversary Video**
- c. **National Hospital Week Proclamation**

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. Authorization for a Contingency Transfer within the Airport Fund

In developing the FY2019 budget for the Kingman Municipal Airport, expenses related to the Dross site investigation were not included. Although these expenses are funded utilizing Department of Justice monies, an appropriation is necessary in order to expend the monies. A contingency transfer of \$100,000 within the Airport Fund is being requested. **Staff recommends approval of a \$100,000 contingency transfer within the Airport Fund. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

b. Fireworks contract awarding

The bids for the 2019 city of Kingman 4th of July fireworks show. The request for bids were conducted according to City Code. One bid was received from Lantis Productions. **Staff recommends awarding the contract to Lantis productions. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

c. Funding Agreement for the Kathryn Heidenreich Adult Center

The City of Kingman has had two year agreements to make a financial contributions to the operation of the Kathryn Heidenreich Center to partially fund senior citizen services. This agreement shall be in effect from July 1st, 2019 through June 30th, 2021. **Staff recommends approval. MOTION TO TABLE UNTIL A REPORT ON UTILIZATION OF THE FUNDS COULD BE PRESENTED WAS PASSED BY A VOTE OF 6-0.**

d. Indigent Counsel Contract

Contract renewal with Whitney & Whitney, PLLC for Indigent Counsel from July 1, 2019- June 30, 2021. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

e. Kingman Industrial Park Land Sale

Parcel IV-U-B-G, 7.36 acres at the Kingman Airport & Industrial Park, was auctioned on April 24th at 3:00 PM at the appraised value of \$310,000. There is one qualified and winning bidder, T.J. Mark, LLC (dba ISCO Industries). **Staff recommends acceptance the bid as presented and authorizing mayor to sign quit claim deed. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

f. Approval of Resolution No. 5208, Water Service to 1020 and 1030 Gates Avenue, ENG19-0029

Robert Boyd of Redondo Builders, LLC has submitted this request for water service to unsubdivided parcels located at 1020 and 1030 Gates Avenue (Tax parcels 303-01-214 and 303-01-215). The applicant intends to construct a multi- family residence on these properties. **The Municipal Utilities Commission voted 7-0 to recommend approval of water service to Tax Parcels 303-01- 214 and 303-01-215. Staff recommends approval of Resolution No. 5208. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

g. Proposed Resolution No. 5207 approving the final subdivision plat and improvement plans for Mission Estates II, Tract 6044

A request from Rex A. Ruge and Kathy H. Ruge, property owners and subdividers, and Raymond W. Stadler, P.E., project engineer, for the approval of a final subdivision plat and improvement plans for Mission Estates II, Tract 6044. This is a re-subdivision of Lots 9-16, Block 1, Mission Estates, Tract 1982. The subdivision is proposed to have five residential lots on 0.89 acres located on Mallory Loop east of Fripps Ranch Road. **Staff recommends approval of Resolution No. 5207. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

- h. Resolution No. 5210 - Intergovernmental Agreement for Dispatch Services**
This Intergovernmental Agreement Between the City of Kingman and Northern Consolidated Fire District #1, Golden Valley Fire District, Pinon Pine Fire District, Pine Lakes Fire District, Lake Mohave Ranchos Fire District For Dispatch Services. **Staff recommends approval of Resolution No. 5210. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**
- i. Acceptance of ADOT Grant for Airport Master Plan Update**
The City has been offered a matching \$22,090.00 grant thorough the Arizona Department of Transportation Multimodal Planning Division Aeronautics Group for the ongoing Airport Master Plan Update project. The airport had procured services in 2014 of Coffman Associates as the airport on-call Planning Consultant. **Staff recommends accepting the ADOT grant match for the Airport Master Plan Update. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**
- j. Consideration of Ordinance No. 1889 Amending the Kingman Subdivision Ordinance to Allow the Completion of Subdivision Sidewalks to be tied to the Issuance of a Certificate of Occupancy**
A request from Angle Homes, applicant, to modify Section 3.000 Assurance for Completion and Maintenance Improvement of the Subdivision Ordinance of the City of Kingman. Consideration will be given to modifying the text of Section 3.000 to allow the completion of sidewalks in new residential subdivisions to be tied to the issuance of a Certificate of Occupancy of a residence rather than require a cash assurance for the completion of sidewalks. **Staff recommends approval of Ordinance No. 1889. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**
- k. Two (2) 1/2 Ton, 4 WD, Crew Cab trucks for the Park Department**
The City of Kingman Park and Recreation Department solicited for bids for the purchase of Two (2) 2019 1/2 Ton, Crew Cab trucks. Four Separate bids were submitted and opened on March 22, 2019. **Staff recommends accepting and awarding the lowest bid, based upon current procurement code, to Martin Swanty Chrysler, Kingman AZ. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

5. OLDBUSINESS

- a. Council Direction Forming a Pilot IGA with Northern Arizona Consolidated Fire District**
Northern Arizona Consolidated Fire District has approached the Kingman Fire Department for management services which includes Fire Chief Services. The department is seeking council direction as to whether to begin the development of an IGA for the development of an IGA for a Pilot program for management services provided by the Kingman Fire Department. **Council discretion. MOTION TO DIRECT STAFF TO DEVELOP A PILOT INTERGOVERNMENTAL AGREEMENT (IGA) WITH THE NORTHERN ARIZONA CONSOLIDATE FIRE DISTRICT (NACFD) WAS PASSED BY A VOTE OF 6-0.**
- b. Review and Direction on Matrix Design Group Agreement, ENG17-0035**
On June 5, 2018 the Council approved an agreement with Matrix Design Group for Program Manager services for the I-11 East Kingman Connection project. The agreement includes several tasks related to the Rancho Santa Fe Parkway Interchange and roadway. If staff were to take on the remaining items, there is the potential to save upwards of \$430,000. If Council desires to pursue development agreements for the right of way acquisition, then the unused funds could be used for legal counsel. **Council direction. MOTION TO MAINTAIN THE CONTRACT AS IT IS WAS PASSED BY A VOTE OF 6-0.**

c. *AMENDED*** Community Facilities District Policy Update**

Staff will provide an update to the Council regarding the status of potential policy guidelines and application procedures for the establishment of Community Facilities Districts (CFD). **THIS ITEM WAS FOR REPORT ONLY. NO ACTION WAS TAKEN.**

6. NEWBUSINESS

7. DEPARTMENTREPORTS

a. Rancho Santa Fe Parkway Traffic Interchange Development Agreement Report

8. ANNOUNCEMENTS BY MAYOR, COUNCIL MEMBERS, CITY MANAGER

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

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

10. EXECUTIVE SESSION

a. Contract Renewal for the City Magistrate

The City Council may go into Executive Session pursuant to ARS 38-431.03(A) (1) to discuss the contract renewal for the City Magistrate.

The City Council may take action to renew the contract for the City Magistrate.

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

MOTION TO APPROVE THE CONTRACT FOR THE CITY MAGISTRATE FOR FOUR YEARS AT A \$125,000 ANNUAL SALARY WITH A PROVISION THAT THE SALARY WOULD BE REVIEWED IN TWO YEARS FOR REGIONAL COMPETITIVENESS WAS PASSED BY A VOTE OF 6-0.

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