

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

6:00 P.M.

ACTION AGENDA

Tuesday, May 21, 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.

INVOCATION

Invocation will be given by Pastor Shaw of Trinity Episcopal Church

A MOMENT OF SILENCE WAS OBSERVED IN PLACE OF THE 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. Meeting minutes will now be approved as part of the Consent Agenda.**

2. 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.

3. 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. Acceptance of Public Water and Sewer Line Easements for the Extensions of Public Water and Sewer Lines Through Parcel 321-06-072, ENG18- 0037**

One Hour Air Conditioning has recently constructed a new commercial development at 2604 Hualapai Mountain Road on parcel 321-06-072. The development required extensions of public water and sewer lines to serve the new building, serve the adjacent property to the northwest and to provide looping of the water system. The property owner is offering to grant public water and sewer easements to accommodate these new extensions, as required by the Utility Regulations. **Staff recommends that the Mayor be authorized to sign the**

Acceptance Statements for the Grant of Public Water and Public Sewer Easements. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.

- b. Airport Terminal Rehab Project**
On April 19, 2019, the City solicited bids to complete the Airport Terminal Rehabilitation project at 7000 Flightline Dr. At the public bid opening on April 30, 2019 the City received one bid from Axiom Construction for the project in the amount of \$85,759. **Staff recommends awarding a construction contract to Axiom Construction in the amount of \$85,759. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**
- c. Approval of Resolution No. 5211, Central Street Water Line Payback, ENG18-0023.**
The City of Kingman Engineering Department has completed a water payback calculation sheet and associated payback documents for the extension of the water line and other related water appurtenances constructed in Central Street between Whitehead Avenue and Amanda Avenue to provide water service for Southern Vista V, Tract 6088. The City of Kingman intends to collect paybacks on the water line in accordance with the Municipal Utility Regulations. **Staff recommends adopting Resolution No. 5211 and authorizing the Mayor to sign the resolution and the City Manager to sign the payback agreement. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**
- d. Approval of Job Order Proposal from Freiday Construction for the construction of 24" Transmission Main on Kino Avenue from Arizona Street to the Mohave Channel crossing, ENG17-0027 Phase 1B**
On September 4, 2018 the Council approved a Job-Order-Contract with Freiday Construction for Underground Utility Pipeline Construction & Related Infrastructure, ENG18-0016. This is one of two phases of the Kino-Main Tank Transmission Main Project that is located east of Stockton Hill Road. **Staff recommends approval of the attached Job Order proposal from Freiday Construction for the GMP amount of \$1,382,158.05, and authorizing the Mayor to sign on behalf of the City. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**
- e. Resolution No. 5212 Authorizing the Mayor to Sign an Intergovernmental Agreement with the Arizona Department of Revenue related to Uniform Administration of the City of Kingman's Transaction Privilege Tax**
This intergovernmental agreement (IGA) was negotiated with the Department of Revenue (DOR) by a consortium of city/town representatives and the League of Arizona Cities and Towns. The IGA covers all aspects of local tax administration. **Staff recommends approval of Resolution No. 5212 authorizing the Mayor to sign an intergovernmental agreement between the City of Kingman and the Arizona Department of Revenue regarding the uniform administration, licensing, collection, and auditing of transaction privilege tax, use tax, severance tax, jet fuel excise and use tax and rental occupancy taxes imposed by the State or cities or towns. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**
- f. Accept proposal from Hoffman Southwest Corp. dba Professional Pipe Services (Pro-Pipe) to complete Wastewater conveyance line rehabilitation in Riata Valley Subdivision.**
Request for Hoffman Southwest Corp. dba Professional Pipe Services to complete 2,241 linear feet of aging Wastewater conveyance line rehabilitation in Riata Valley Subdivision. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

g. Authorization for a Contingency Transfer from the Wastewater Operating Fund to the Airport Fund

In developing the FY2019 budget for the Kingman Municipal Airport, expenses related to the Dross site investigation were not included. Since the Airport Fund has no remaining contingency funds available to transfer, a contingency transfer of \$100,000 from the Wastewater Operating Fund to the Airport Fund is being requested. This does not fiscally impact the Wastewater Operating Fund, as it is only a re-appropriation of budgeted expenditures. **Staff recommends approval of a \$100,000 contingency transfer from the Wastewater Operating Fund to the Airport Fund. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

h. Resolution No. 5215 accepting the completed subdivision improvements, authorizing the completion of sidewalks with certificates of occupancy and authorizing the recording of the final subdivision plat for Southern Vista V, Tract 6048-B

A request from Angle Land Development, LLC, property owner and subdivider, and Raymond W. Stadler, P.E., project engineer, to accept the completed subdivision improvements for Southern Vista V, Tract 6048-B. **Staff recommends approval of Resolution No. 5215. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

i. Approval of Resolution No. 5213, Intergovernmental Agreement (IGA) for Flood Control Allocations, ENG19-0040

The City of Kingman has received its annual intergovernmental agreement (IGA) from the Mohave County Flood Control District. The IGA will provide \$615,434 in funds for flood control related projects in the City of Kingman. **Staff recommends approval of Resolution No. 5213 and that the Mayor be authorized to sign the IGA. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

j. Approval of Resolution No. 5217, Prospector Street and Diamond Joe Road Sewer Line Payback S-267, ENG16-0035

The City of Kingman Engineering Department has completed a sewer payback calculation sheet and associated documents for the extension of the sewer line with appurtenances in Prospector Street from Diamond Joe Road northward and in Diamond Joe Road from Prospector Street eastward to the eastern boundary of the Vista Bella Ranchitas Tract 6029 Subdivision. The City of Kingman intends to collect paybacks on these sewer lines in accordance with the Municipal Utility Regulations. **Staff recommends adopting Resolution 5217 and authorizing the Mayor to sign the resolution. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

k. The Work Session Minutes of May 7, 2019. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.

l. The Regular Meeting Minutes of May 7, 2019. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.

m. The Work Session Minutes of May 9, 2019. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.

n. The Work Session Minutes of May 10, 2019. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.

4. OLDBUSINESS

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

On April 16, 2019, a draft of Policy Guidelines and Application Procedures for the Establishment of Community Facilities Districts was presented to the City Council. James Giel of Gust Rosenfeld will provide the Council with an overview of

the newly drafted Policy Guidelines and Application Procedures and highlight significant changes made. Council's requested revisions to the original draft will be discussed for further consideration. **Staff recommends approval of Resolution No. 5205 adopting Policy Guidelines and Application Procedures for the Establishment of Community Facilities Districts. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

b. Kathryn Heidenreich Adult Center Agreement

The City of Kingman has had a two year agreement to make a financial contributions to the Kathryn Heidenreich Center to partially fund senior citizen services. Agreement shall be in effect from July 1st, 2019 through June 30th, 2021. This Item was pulled from the May 7th Council agenda by Council Member Travis Lingenfelter requesting additional information. **Staff recommends approval for funding under the agreement to the Kathryn Heidenreich Adult Center. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

5. NEWBUSINESS

a. Resolution No. 5214-Adopting a Pension Funding Policy

The State of Arizona's Public Safety Personnel Retirement System is, as a whole, underfunded. The City of Kingman's police and fire trust funds are underfunded by close to 50%, or \$30.2 million. In an effort to not only comply with legislation but to communicate the Council's commitment towards sound financial management of the City, the Pension Funding Policy will be taken to achieve a 100% funded status of its pension liability by June 30, 2036. **Staff recommends Council approve Resolution No. 5214 adopting a Pension Funding Policy. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

b. Airport Hangar Lease Discussion

The Airport Advisory Commission has been evaluating a three-percent (3%) increase to hangar leases at the Kingman Municipal Airport. The commission has recommended that Council freeze any increases to the monthly hangar leases until a rate study can be completed in Fiscal Year 2019-2020. **MOTION TO FREEZE THE THREE-PERCENT INCREASE ON THE HANGAR LEASES WAS PASSED BY A VOTE OF 7-0.**

c. Consideration of Cancelling the August 20, 2019 Work Session and Regular Meeting

The League of Arizona Cities and Towns Annual Conference will be held in Tucson August 20 through 23, 2019. Due to the timing of the conference and the travel required for both the Council and City Staff, staff is recommending that Council cancel the Work Session and Regular Meeting of August 20, 2019. **MOTION TO CANCEL THE AUGUST 20, 2019 WORK SESSION AND REGULAR MEETING WAS PASSED BY A VOTE OF 7-0.**

6. DEPARTMENTREPORTS

a. Golf Course Update

7. ANNOUNCEMENTS BY MAYOR, COUNCIL MEMBERS, CITY MANAGER

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

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

9. EXECUTIVE SESSION

a. Discussion of the Evaluation of the City Manager

The Council may go into executive session pursuant to ARS 38-431.03(A)(1) to conduct the performance evaluation the City Manager.

MOTION TO GO INTO EXECUTIVE SESSION WAS PASSED BY A VOTE OF 7-0.

MOTION TO CONTINUE THE CONTRACT FOR CITY MANAGER RON FOGGIN WITH AN INCREASE EQUAL TO WHAT THE OTHER CITY EMPLOYEES WILL RECEIVE THIS YEAR WAS APPROVED BY A VOTE OF 7-0.

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