

**CITY OF KINGMAN
MEETING OF THE COMMON COUNCIL
Council Chambers
310 N. Fourth Street Kingman, AZ 86401**

6:00 PM

ACTION AGENDA

Tuesday, December 17, 2019

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

REGULAR MEETING

CALL TO ORDER AND ROLL CALL-- ALL COUNCILMEMBERS WERE PRESENT.

INVOCATION

Invocation will be given by Father Leonard Walker of Kingman Catholic 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. APPOINTMENTS

a. Historic Preservation Commission Appointment

The city's Historic Preservation Commission (HPC) currently has two vacancies. Mr. Mike Blair of Kingman has completed an application and at their regular meeting on Nov. 26, 2019 the HPC voted unanimously to recommend approval. This term will expire on March 30, 2022. **Staff recommends appointment of Mike Blair. MOTION TO APPOINT MIKE BLAIR WAS PASSED BY A VOTE OF 7-0.**

b. Clean City Commission Appointments

The terms of Chairman C. Russell, Commissioners Kathy Bowman and Na'qui "Nikki" c'Wa'ya' all expire in December of 2019 and all three members have expressed a desire to be reappointed. The re-appointments of Chairman Russell and Commissioner c'Wa'ya' will require a supermajority vote of the Common Council. Commissioner Regina Garcia has submitted her resignation from the Commission on October 18, 2019. Her term will expire in December of 2022. One new talent bank application for the Clean City Commission has been received from Teresa Woods. **Staff recommends: 1. reappointment of Commissioners C. Russell and Na'qui "Nikki" c'Wa'ya, 2. reappointment of Commissioner Kathy Bowman, and 3. appointment of Teresa Woods to fulfill the remainder of Commissioner Garcia's term. MOTION TO REAPPOINT C. RUSSELL, NA'QUI "NIKKI" C'WA'YA AND KATHY BOWMAN AND TO APPOINT TERESA WOODS WAS PASSED BY A VOTE OF 7-0.**

c. Planning and Zoning Commission Appointments

The terms of commission members Laurie DeVries and Vickie Kress will end on December 31, 2019. While eligible for reappointment, both commissioners have indicated to staff their intent to step down and not seek reappointment. There are four applications for persons interested in serving on the Planning and Zoning Commission. The applicants include Marlin Christopher Cox, Jason Marino, Mark S. Nelson, and Jed Noble. **Staff recommends council appoint two of the applicants to serve on the Planning and Zoning commission. MOTION TO APPOINT MARLIN CHRISTOPHER COX AND JED NOBLE WAS PASSED BY A VOTE OF 7-0.**

d. Parks, Aquatics, Recreation, and Golf (PARG) Commission Appointment

The partial term that Commissioner Otis “Lee” Holloway has been serving, expires December 31, 2019. Commissioner Holloway has indicated a desire to be reappointed to his first full three year term. He has been a valuable member, with a lot of very good input. **Staff recommends the reappointment of Commissioner Otis “Lee” Holloway for his first full term. MOTION TO APPOINT OTIS "LEE" HOLLOWAY WAS PASSED BY A VOTE OF 7-0.**

e. Transit Advisory Commission Reappointment

The terms of Transit Advisory Commission Chairperson Dr. Fred Gilbert, and Commissioner Cere Tabbert will expire December 31, 2019. Dr. Gilbert expressed a desire to be reappointed; Ms. Tabbert did not and therefore, her position will become vacant. At its last quarterly meeting, the Commission voted to recommend that Council reappoint Dr. Gilbert to a 3rd term. This reappointment will require a supermajority vote of the Common Council. No new applications for appointment have been received. **Staff recommends reappointment of Dr. Fred Gilbert to a third term on the commission. MOTION TO REAPPOINT DR. FRED GILBERT WAS PASSED BY A VOTE OF 7-0.**

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. Regular Meeting Minutes of December 3, 2019 MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.

b. Approval of Resolution No. 5251, Water Service to Unsubdivided Parcels 321-06-081, 321-06-023 and 321-06-024, ENG19-0092

Mr. Paul Durr of Adams Construction has submitted this request for water service to unsubdivided parcels 321-06-081, 321-06-024 & 321-06-023 for a Veterans Housing Development off of Jackson Street. The properties are all zoned C2-HMR and cover approximately 6.75 acres collectively. The Municipal Utility Commission reviewed this request at their November 25, 2019 meeting and voted 4-0 to recommend approval of water service. **Staff recommends approval of this water service request subject to the conditions that water and sewer extensions be made in accordance with the Utility Regulations and that fire hydrants be installed as required by the fire department. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

c. Liquor License Application - Black Bear Diner

Applicant Tiffany Smith of Black Bear Diner has applied for a Series 12-restaurant liquor license for a business located at 946 W. Beale Street. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

d. Water Conservation Plan Project ENG19-0077

The proposed agreement with Hazen and Sawyer is for completion of a Water Conservation Plan. The Plan will identify best practices for system operations and improvements, and recommend program initiatives to promote efficient water use by our customers. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

e. Kingman Industrial Park Land Sale

Parcel II-N-I, Site .34 acres, Improvements 1221 SF metal building, was auctioned on December 4th at 3:00 PM at the appraised value of \$40,000. There is one qualified and winning bidder, 1 Call Staffing LLC. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

f. Traffic Signal Detection Equipment

The attached contract is for the purchase and installation of traffic detection cameras at the intersections of Sycamore/Stockton Hill and Detroit/Stockton Hill. The cameras will provide enhanced detection and the full traffic counts within the intersections. The cameras are for detection only and cannot be used as red light enforcement. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

g. Street Lighting LED Upgrades

The attached quote is for consideration of purchasing LED street lights to replace high energy use fixtures. If approved, this will be the second phase of upgrades and will bring the total replacements number to over 300 fixtures. The proposal is only for the purchase of fixtures and the installation will be completed by the Streets Division. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

h. 2020 Kingman Railroad Museum Operating Agreement

Kingman Railroad Museum, formerly The Whistle Stop Railroad Club, has operated the Kingman Railroad Museum for the City under a professional services agreement since 2012 which has been renewed on an annual basis. Attached is the proposed agreement for calendar year 2020, which has no changes from the previous annual agreements. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

i. Approval of Resolution No. 5252 Approving an Agreement between Northern Arizona Consolidated Fire District #1, Golden Valley Fire District, Lake Mohave Ranchos Fire District and The City Of Kingman for Automatic Aid

The department is formalizing the mutual aid / automatic aid agreement that includes a portion of Highway 93 as well as the city of Chloride. **Staff recommends approval of Resolution No. 5252. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

j. Approval of CMAR Design Phase Services for the Diagonal Wash Sewer Interceptor (ENG19-0057)

The Diagonal Wash Sewer Interceptor is a new gravity sewer interceptor identified in the City's 2016 Wastewater Master Plan Update that will allow sewer flows to be conveyed from areas of the City east of RT66 and north of I-40. In October, the City solicited qualifications for Construction Manager at Risk (CMAR) contractors for both design phase and construction services in accordance with ARS 34-603. One submittal was received for the project. A selection committee comprised of city staff, an engineering consultant and a licensed contractor reviewed the qualifications of Eagle Mountain Construction Company and determined that they were qualified for the project. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

4. OLD BUSINESS

5. NEW BUSINESS

a. Facade Improvement Program

The purpose of the Façade Improvement Program (FIP) is to improve the appearance of the façade, the street-facing exteriors of commercial structures within Downtown Kingman. The Program's mission is to stimulate revitalization and private sector capital investment by proactively addressing deteriorating property conditions and encouraging improvements which increase economic vitality. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

b. Classification Change

To streamline and provide a more efficient customer service experience, Planning and Zoning and Building and Life Safety will be combined to form Community Development Services, a division under the Kingman Fire Department. This division will be under the direction of our Building Official. The department is not requesting a new position but only to reclassify the Building Official to a job title and salary grade consistent with the increased requirements and responsibilities of the new role. Following an analysis by Human Resources it is recommended to reclassify Building Official Salary Grade 218 to a new classification Community Development Manager Salary Grade 225 effective on January 1, 2020. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

6. DEPARTMENT REPORTS

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

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