

**CITY OF KINGMAN  
MEETING OF THE CITY COUNCIL  
Council Chambers**

**\*\*AMENDED\*\* DUE TO THE COVID-19 PANDEMIC, THIS MEETING  
WILL BE HELD ELECTRONICALLY**

**5:00 PM**

**\*\*AMENDED\*\* AGENDA**

**Tuesday, June 2, 2020**

**\*\*A member of the City Council may be attending the meeting telephonically\*\***

**REGULAR MEETING**

**CALL TO ORDER AND ROLL CALL - ALL COUNCILMEMBER WERE  
PRESENT EXCEPT COUNCILMEMBER WATKINS.**

**INVOCATION**

Invocation will be given by Jeff McNiven of the Church of Jesus Christ of Latter Day Saints

**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. 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.

**a. Virtual Meeting- Public Comments May be Submitted to Clerk's Office**

In-person attendance is suspended for this meeting. Due to the COVID-19 pandemic, this meeting will be held through technological means.

Public comments may be submitted in writing to the City Clerk's office via email to: [cityclerk@cityofkingman.gov](mailto:cityclerk@cityofkingman.gov); by placing them in the drop box at the City Complex; or by mailing them to 310 N. 4th Street Kingman, AZ 86401. Comments will be accepted up to 9:00 A.M. on June 1, 2020. All comments will be shared with the council and made a part of the public record.

Members of the public can watch or listen to the meeting live via Channel 4 or on YouTube @ [youtube.com/cityofkingman](https://www.youtube.com/cityofkingman)

**2. 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 May 19, 2020 - MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**
- b. **Acceptance of Grant of Water Line Easement for Department of Economic Security Building, ENG19-0042**  
PKA Kingman LLC has recently completed the construction of a water line at 2400 Airway Avenue on Parcel 320-10-069. PKA Kingman LLC submitted plans to construct the water line and fire hydrants in order to allow construction of the new Department of Economic Security building. The property owner is offering to grant a public water line easement to accommodate the new construction, as required by the Municipal Utility Regulations. **Staff recommends approval.- MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**
- c. **Adoption of the City of Kingman Emergency Operations Plan**  
The City of Kingman Emergency Operations plan has been revised and brought up to date. This plan establishes and describes coordinating structures, processes, and protocols that will be incorporated into certain inter-agency incident or hazard-specific plans. These plans are linked to the Emergency Operations Plan in the context of managing incidents and Governor declared emergencies/disasters. **Staff recommends approval.- MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**
- d. **Deceleration Lane Construction**  
Consideration and approval to construct a deceleration lane to provide safe access to the Public Works Facility. **Staff recommends approval.- MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**
- e. **Resolution No. 5274-Designating Tina D. Moline as Chief Fiscal Officer for Submitting the FY2021 Annual Expenditure Limitation Report**  
Pursuant to A.R.S. §41-1279.07(E), each county, city, town and community college district must designate a Chief Fiscal Officer (CFO) annually who is authorized to submit the annual expenditure limitation report (AELR). Since the Financial Services Director is responsible for ensuring the City of Kingman's AELR is completed timely and in compliance with state rules and regulations, the Financial Services Director should be designated as the CFO for the purpose of submitting the City of Kingman's FY2021 annual expenditure limitation report. **Staff recommends approval. - MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**
- f. **Resolution No. 5277- Setting Aside and Establishing Roadway and Drainage Easements Within the Kingman Airport, ENG17-0035**  
The City of Kingman wishes to provide the public with additional access to the Kingman Airport and Industrial Park. Rancho Santa Fe Parkway has been designed to provide this access. Resolution No. 5277 creates roadway and drainage easements through lands owned by the City south of the Kingman Airport to provide the necessary access and drainage requirements. **Staff recommends approval.- MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**
- g. **Resolution No. 5278- Releasing the Property Escrow Assurance Agreement and Accepting the Completed Subdivision Improvements for Walleck Ranch, Tract 1961-J.**  
On April 3, 2018 the City Council passed Resolution No. 5142 which approved the final subdivision plat, grading, and improvement plans for Walleck Ranch, Tract 1961-J. Mohave Engineering Associates, Inc., project engineer, has requested the release of the property escrow agreement as the required improvements, except for some sidewalks, have been completed in accordance with the approved subdivision improvement plans. The remaining uncompleted sidewalks will be completed when the adjoining lots are developed in accordance with Section 3.8

Sidewalk Improvements of the Kingman Subdivision Ordinance. There are some sidewalk ramps that will need to be repaired by the developer prior to final acceptance by the City. **Staff recommends approval.- MOTION TO**

**APPROVE WAS PASSED BY A VOTE OF 6-0.**

**h. Ordinance No. 1901 - Acquisition of Right of Way for the Rancho Santa Fe Traffic Interchange, ENG17-0035**

Matrix Design Group has been proceeding with acquisition of right of way for the Rancho Santa Fe Traffic Interchange project. The City requires right of way and a slope easement from parcel 322-08-056 which is located at the southwest corner of La Mar Road and Rancho Santa Fe Parkway. In addition, the City requires right of way from parcels 322-08-057 and 322-08-059 which are located west of the Parkway on Siesta Road. These acquisitions have all been appraised and offers have been made, but the owners have been non-responsive. Ordinance No. 1901 will allow staff to proceed with these necessary acquisitions by either purchase or condemnation. **Staff recommends approval. - MOTION TO APPROVE**

**WAS PASSED BY A VOTE OF 6-0.**

**i. Resolution No. 5280 - Animal Shelter Services**

Mohave County has submitted a new IGA for animal control services and shelter. The attached IGA outlines the responsibilities and costs for each entity associated with the IGA. **Staff recommends that the Mayor be authorized to sign the IGA on behalf of the City of Kingman. - MOTION TO APPROVE**

**WAS PASSED BY A VOTE OF 6-0.**

**3. OLD BUSINESS**

**4. NEW BUSINESS**

**a. Guidelines for Naming and Renaming Parks, Park Structures, Memorials and Facilities**

The Parks team looked at several cities Parks and Recreation Departments best practices to develop guidelines for Naming and Renaming Parks, Park Structures, Memorials and Facilities. At the February 19, 2020 Meeting of the Park Aquatic and Recreation Commission meeting, a motion was made to recommend to Council the approval of the Guidelines for Naming and Renaming Parks, Park Structures, Memorials and Facilities. The Motion to approve these Guidelines Passed by a vote of 5-0. **Staff recommends approval.- MOTION TO**

**APPROVE WAS PASSED BY A VOTE OF 6-0.**

**b. Adopt a Park/Trail Program**

The City has had groups interested in adopting a Park. After looking at several cities Adopt a Park Programs the Parks team developed the City of Kingman Adopt a Park/Trail Program. At the February 19, 2020 Meeting of the Park Aquatic and Recreation Commission meeting, a motion was made to recommend to Council the approval of the Adopt a Park/Trail program. The motion passed by a vote of 5-0. **Staff recommends approval.- MOTION TO**

**APPROVE WAS PASSED BY A VOTE OF 6-0.**

**c. Resolution No. 5272 - Adoption of FY2020-2021 Tentative Budget**

The FY2020-21 tentative budget as presented includes changes recommended at the budget work sessions on May 6 and May 7, 2020. Any additional modifications made to the tentative budget tonight will be incorporated into the final budget scheduled for adoption in two weeks on June 16, 2020. **Staff recommends approval. - MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

**d. FY20 CDBG RA Public Hearing #2 & Adoption of Resolution No. 5279**

The City of Kingman is eligible for and in intends to apply to the Arizona Department of Housing (ADOH) for FY 2020 Community Development Block

Grant (CDBG) Regional Account funds in the amount of \$801,740 to undertake the following housing and community development activities as identified at the May 11, 2020 public hearing: ADA Barrier Removal. The city intends to replace any non-compliant ADA curb cuts, curb ramps, sidewalks and driveways in the vicinity of the intersection of Andy Devine Avenue and Stockton Hill Road including nearby Streets Johnson Ave., Broadway Street and Hall Street. As required by ADOH and CDBG regulations, the City Council must conduct this public hearing to solicit comments about any of these proposed projects therefore, to comment on any of these projects residents were provided instructions on how to submit written or audio comments prior to this public hearing. Any comments or suggestions received at this time will be taken into consideration and if necessary will be included in the city's FY 2020 CDBG Regional Account application. **Staff recommends approval.**  
**- MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

**5. DEPARTMENT REPORTS**

- a. Zoning Ordinance Update**
- b. Wayfair TPT Collections Report**
- c. Legislative Update**

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

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

**7. COUNCIL REQUESTS FOR FUTURE REPORTS AND UPDATES**

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