

**CITY OF KINGMAN  
MEETING OF THE COMMON COUNCIL  
Council Chambers  
310 N. 4th Street**

5:30 P.M.

**ACTION AGENDA**

Tuesday, February 3, 2015

**REGULAR MEETING  
CORRECTED**

**CALL TO ORDER & ROLL CALL --- ALL COUNCILMEMBERS WERE PRESENT**

INVOCATION will be given by Tracie Padilla of Praise Chapel 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. APPROVAL OF MINUTES**

The Regular Meeting minutes of January 20, 2015. **MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

**2. Proclamation**

**a. Women Making History Month**

**b. Career and Technical Education Month**

**3. Appointments**

**Appointment to the Clean City Commission**

Currently there is one vacancy on the Clean City Commission. On January 15, 2015, the Clean City Commission reviewed a Boards and Commissions application from Margie Hicks previously served on the CCC, but resigned due to her work scheduling issues. Those issues have been resolved and Ms. Hicks is asking to be reinstated on the commission. The commission members voted unanimously, 6-0, to recommend that the City Council appoint Margie Hicks to serve on the Clean City Commission. **The commission recommends appointing Margie Hicks to serve on the Clean City Commission for a term ending December 31, 2015. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

**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. 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 Grant of Public Sidewalk Easement for street improvements along Sunshine Drive completed for the Mohave County fueling island at 3540 Sunshine Drive, parcel 320-02-007C (Project No. ENG12-005)**

Reconstruction of the Mohave County fueling island at 3540 Sunshine Drive required street improvements on Sunshine Drive. The street improvements included curb, gutter, pavement widening, driveway entrances and sidewalk fronting the site. A section of sidewalk was located outside on the existing right-of-way for Sunshine Drive. Mohave County is offering to grant a public sidewalk easement to accommodate the small section of sidewalk which falls outside of the existing right-of-way. **Staff recommends accepting the easement and authorizing the Mayor to sign the Acceptance Statement for the Grant of Public Sidewalk Easement on behalf of the City. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

**b. Consideration of a Professional Services Agreement with EPS Group, Inc. for engineering services to prepare a study for the Downtown Outfall Sewer Main. (ENG14-113)**

The adopted budget includes an engineering study to analyze the Downtown Sewer Outfall Main. The primary outfall main consists of 2 branch lines. One was constructed in 1972 and the other was constructed in 1984. Both branch lines are constructed above ground and are located in washes and railroad property. As these lines age it will be necessary to replace them, however their current locations make them difficult to access for maintenance and the system would need to be brought to current codes and regulations. The objective of this study is to evaluate possible relocation, re-alignment or other alternatives that would make the mains more accessible and allow for replacement to meet codes and regulations. The study would document the different alternatives and estimated costs and identify a recommended alternative. Staff has been in negotiations with EPS Group, Inc. regarding a proposal for the study. EPS Group, Inc. has submitted a proposal for \$57,680 to complete all of the tasks associated with the Downtown Sewer Outfall Main study. The adopted budget includes \$60,000 for this work. **Staff recommends approving the agreement and authorizing the Mayor to sign the agreement on behalf of the City. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

**c. Consideration of a Professional Services Agreement with EPS Group, Inc. for engineering services to design surge tanks at the Well 11, Rattlesnake and Castlerock pump stations. (ENG15-002)**

As part of the adopted budget, water system enhancements at the City's existing pump stations were identified. Pressure surges can occur in the water system as a result of normal pumping operations or during power failures that occur during pumping operations. These pressure surges can cause damage to either distribution/transmission systems or to the pumping facilities. Surge tanks located at the pumping stations are recommended to protect the water system and mitigate the effects these pressure surges. The Capital Improvement Program identifies the Well 11, Rattlesnake, Castlerock, Hualapai and Long Mountain 4 pump stations to have surge tanks. Staff recommends that we begin designs for Well 11, Rattlesnake and Castlerock. Staff has been in negotiations with EPS Group, Inc. to provide engineering services for the surge tank systems at the three pump stations. EPS Group, Inc. has submitted a proposal for \$60,180 to complete the design and prepare construction plans

- for each pump station. The adopted budget includes \$65,000 for surge tanks. **Staff recommends approving the agreement and authorizing the Mayor to sign the agreement on behalf of the City. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**
- d. Special Event Liquor License Application**  
Applicant Yvonne Woytovich of the Kingman Area Chamber of Commerce has applied for a Series 15 Special Event Liquor License for an event to take place Saturday, May 30, 2015 from 6:00 P.M. to 9:00 P.M. at 201 N 4th Street in Kingman. **Staff recommends approving the special event liquor license application. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**
- e. Application for Liquor License**  
Applicant Luan-Cheng Peng of ABC Buffet Corporation has applied for a Series 12 (Restaurant) Liquor License for a restaurant at 2890 E. Andy Devine Avenue in Kingman. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**
- f. Authorization to Accept a Warranty Deed for a Property in Kingman Airport Tract/Banks Airport Addition Improvement District and Use Contingency Funds to Payoff the Associated Assessment**  
The owners of a vacant property within the city's Kingman Airport Tract/Banks Airport Addition Improvement District recently contacted the city advising they want to deed their vacant property to the city. The assessment on the property described as 320-06-340 Block 16, Lot 6, totals \$7,084.59. The city could accept a warranty deed for the property and use contingency funds to payoff the assessment; then utilize the parcel for a property exchange outside the improvement district for flood control and drainage purposes. **Staff recommends Council authorize acceptance of a warranty deed and authorize contingency funds to payoff the associated assessment in the city's Kingman Airport Tract/Banks Airport Addition Improvement District. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**
- g. Park & Recreation Fee Adjustments; Athletic Fields, Ramada's and Pools**  
The Parks and Recreation Department has recently implemented online registrations for programs, park Ramada's, and field rentals. To utilize the Rec 1 Software Program System to its fullest and complement all it can do, there needs to be some adjustments on the department side in order to implement the online changes. By adding the software and proposed fees, the public is able to access parks and programming from the convenience of their own home. These changes are necessary for the advancement and development of the department. **Staff recommends approving the Proposed Rate Adjustments effective May 1, 2015. This will improve the registration process, provide more efficient reports and increase revenue. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**
- h. Authorization to Sell Surplus 1992 Pierce Arrow Fire Engine to Yucca Fire District for \$3,500**  
The fire apparatus replacement schedule for front line apparatus states that fire engines will serve 13 years in front line service and another five (5) years in reserve status. As a result, Unit 208, a 1992 Pierce Arrow, was placed out of service in 2014. Once the unit was placed

out of service, the fire department attempted to sell the apparatus for a minimum of \$10,000 on two (2) separate occasions and no interest for the apparatus was expressed. The Yucca Fire Department has since expressed interest and agreed to the amount of \$3,500 for the apparatus. Although a lower intended price, this benefits the city of Kingman through mutual aid opportunities as a direct partner and increases the level of service capabilities for the Yucca Fire District along the I-40) corridor. In addition, since this unit is out of service, it is currently being stored and depreciates in value and increase in maintenance costs will be experienced in order to maintain it in the future. The Kingman Fire Department recommends the sale of Unit 208, 1992 Pierce Arrow, for the amount of \$3,500. The department seeks approval to declare this the 1992 Pierce Arrow as surplus and approve the sale to the yucca Fire District in the amount of \$3,500. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

**6. OLD BUSINESS**

- a. Consideration of the City of Kingman Initiating an Application to Amend the Project Land Use Map of the City of Kingman General Plan Update 2030 to designate 159.8-acres of the 168-acres located in the south portion of Section 9, Township 21 North, Range 16 West, Gila and Salt River Meridian from "Open Space/Parks" to "Regional Commercial". The location of this property is located south of Interstate-40, north of the Airfield Avenue alignment, between the Sage Street and Cherokee Street alignments.**

The Kingman General Plan designates the 168.42-acres located south of I-40, north of the Airfield Avenue alignment, and between the Sage Street and Cherokee Street alignments as "Open Space/Parks". The current Projected Land Use Map was adopted on March 4, 2014 with the adoption of the City of Kingman General Plan Update 2030. The citizens ratified the General Plan Update on November 4, 2014, 3249 (55.43%) in the affirmative to 2612 (44.57%) in the negative. An element of the General Plan Update is the Transportation Element. This element adopts the Kingman Area Transportation Study Update (KATS), which was adopted May 3, 2011. The KATS Study identified two new traffic interchanges on I-40. One interchange is the Kingman Crossing Interchange and the other is the Rancho Santa Fe Parkway Interchange. Neither interchange has been funded. The City owns approximately 168-acres south of the proposed Kingman Crossing Interchange. On May 7, 2007, the City Council adopted Resolution #4425 which amended the General Plan to designate the City's land "Regional Commercial". The citizens repealed Resolution #4425 by referendum on November 6, 2007 by a vote of 1498 (39.35%) "for" and 2309 (60.65%) "against". The Design Concept Report for the Kingman Crossing Traffic Interchange was subsequently amended to have no access south of the interchange across the City's property. Since that time, there has been concern with adequate access from the southeastern quadrant of the City to the remainder of the City. A closure on Hualapai Mountain Road at the railroad crossing bridge spurred interest in providing better access than what Eastern Street provides. Staff was asked to place this item on the agenda for the City Council to consider initiating an application for a major plan amendment to change this designation. A major plan amendment can only be considered once a year and that time, by ordinance is the month of May. At least 60-days prior to the Planning and Zoning Commission public hearings (it must have at least two hearings in different locations), notification must be provided to Mohave County Development Services Department., WACOG, the Arizona Commerce Authority, and the Arizona Department of Water Resources. The first public hearing for the Planning and

Zoning Commission is April 14<sup>th</sup>. **Council direction. MOTION TO PROCEED WITH THE GENERAL PLAN AMENDMENT WAS DENIED BY A VOTE OF 1-6.**

**MOTION TO DENY PROCEEDING WITH THE GENERAL PLAN AMENDMENT WAS DENIED BY A VOTE OF 2-5.**

**MOTION TO PROCEED WITH THE GENERAL PLAN AMENDMENT WAS PASSED BY A VOTE OF 5-2.**

**b. Confirm FY2015-16 Budget Calendar**

At the January 23, 2015 Council priorities meeting, the budget calendar was set as follows: March 2, 2015 9:00 – 3:00 - pre-budget priorities and capital improvements plan workshop; April 13, 2015 9:00 – 3:00 Council budget workshop; May 5, 2015 5:30 – discussion and adopt tentative budget at regular Council meeting; May 19, 2015 5:30 - public hearing and adopt final budget and capital improvement plan. **Confirm and notify the public of the upcoming FY2015-16 budget workshops and meetings. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

**7. NEW BUSINESS**

**Resolution No. 4931 – Request to Waive Underground service requirement for a new home at 309 Maple Street, ENG15-001**

Joe O’Neill is proposing to install electric service to his proposed residence. The owner has requested to install a new secondary service overhead from across Spring Street. Section 9-5 of the Kingman Code of Ordinances states the following: “Except as otherwise provided herein, secondary lines and service drops, as defined herein, shall be installed underground in connection with all new service”. On January 22, 2015, the Municipal Utility Commission reviewed this request to waive the requirement for installing underground service at 309 Maple Street. The Commission determined that this was a reasonable request because other homes in the area have overhead service and the site conditions would make it difficult to install underground service. Since the code does not include provisions for waivers, all previous exceptions have been approved by separate council action. **The Commission voted 7-0 to recommend the requirement for installing underground service be waived. Staff recommends approval of Resolution No. 4931. MOTION TO APPROVE WAS PASSED BY A VOTE OF 7-0.**

**8. REPORTS**

**a. Report from Parks and Recreation Department on Water Conservation and Reuse**

Mayor Anderson has requested a presentation from staff on what the City Parks department has been doing to conserve and reuse water.

**b. Board, Commission and Committee Reports by Council Liaisons**

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

*Limited to announcements, availability/attendance at conferences and seminars, requests for agenda items for future meetings.*

**If needed.**

**10. Executive Session**

In necessary, the City Attorney requests that the Mayor and Council make a motion to go into executive session pursuant to ARS 38-431.03(A)(4). The City Attorney wishes to discuss settlement terms regarding the Kingman Airport and the Dross site.

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

**Kingman Airport Authority and the Dross Site**

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

Posted \_\_\_\_\_ by \_\_\_\_\_