

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

5:30 P.M.

AGENDA

Tuesday, November 17, 2015

REGULAR MEETING

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

INVOCATION

The invocation was given by **CITY ATTORNEY CARL COOPER.**

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 Work Session meeting minutes of October 26, 2015. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**
- b. The Regular Meeting minutes of November 3, 2015. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

2. AWARDS/RECOGNITION

- a. Introduction of new canine officers**
The Kingman Police Department will introduce two new canine officers to the Mayor, Council, and citizens of Kingman.

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. Special Event Liquor License/Kingman Kiwanis**

Applicant Regina Musumeci of Kingman Powerhouse Kiwanis has applied for a Special Event Liquor License for an event to take place Saturday, December 05, 2015 from 4:00 P.M. to 11:00 P.M. at the Central Commercial Building located at 112 N. Fourth Street in Kingman. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

b. Powerhouse rehabilitation grant project

Staff is working on a grant project to rehabilitate the Powerhouse Visitor Center. The City was awarded \$220,241.00 in federal funds with a local match of \$55,061.00 for a total of \$275,302.00. The architect and Staff have submitted 95% plans, specifications, and cost estimate to the Arizona Department of Transportation (ADOT) for review and approval of the grant project. The ADOT Contract and Specifications (C&S) Department has reviewed these items and completed their own cost estimate, which is \$47,262.00 more than the estimated project cost determined by the architect and City staff. An additional cost of \$21,000.00 has been added to the project for the plan review time performed by ADOT C&S. In order for this project to continue, ADOT will invoice the City for the original local match, the additional over match funds, and the review fee cost. The exact amount required of City match funds will not be determined until the contract is awarded. At the November 5, 2015 TDC meeting, TDC approved the request for funds. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

c. Recommendation from the Tourism Development Commission (TDC) for the quarterly payment to Kingman Visitor Center, Inc. for tourism related services

The Kingman Visitor Center, Inc. receives a quarterly payment of \$51,250 from the City upon submission and acceptance of the tourism quarterly report. The most recent quarterly report was submitted and accepted by TDC at the November 5, 2015 regular meeting. **Staff recommends approval. MOTION TO APPROVE WAS PASSED BY A VOTE OF 6-0.**

5. OLD BUSINESS

a. Report to Council regarding the 2015 Best of the West on Route 66 Festival

Coordinator Dora Manley will provide a report to Council regarding the 2015 Best of the West on Route 66 Festival including information gathered via survey of the event and how the City's contribution to the event was spent.

b. Update from Venture Club Regarding the Splash Pad

The Venture Club of Kingman has requested an agenda item to update the Council on the progress of the Splash Pad. This item is for discussion only. **DIRECTION WAS PROVIDED TO STAFF TO RETURN THIS ITEM TO COUNCIL AT THE DECEMBER 15, 2015 REGULAR MEETING.**

c. Public Notice relating to establishing a property tax

Notification of a public meeting to approve a property tax levy amount must be posted on the homepage of the City's website at least 60 days before the date of the public meeting. Notification will be placed on the City's website beginning

November 18, 2015. The next City Council meeting following the 60-day requirement is January 19, 2016. **Staff recommends Council approve a property tax levy amount at the January 19, 2016 City Council regular meeting.**
DIRECTION WAS PROVIDED TO PROCEED WITH THE 60 NOTICE AS PRESENTED.

6. **NEW BUSINESS**

- a. **Consideration of Ordinance 1800 to amend the business license renewal schedule**
Ordinance 1800 will amend Chapter 8, Article IV of the City of Kingman Code of Ordinances Section 8-124 Renewal and Transfer and Section 8-125 Fees by changing the date of expiration to one year from the date issued instead of December 31st of the year issued. **Staff recommends adopting Ordinance 1800. MOTION TO APPROVE WITH NOTED STRIKE OF TEMPORARY TRANSFER FEE INCREASE WAS PASSED BY A VOTE OF 6-0.**

b. **Information on Water finances**

The Public Works Director has requested additional money for the Professional Services -Temp Help line due to a staffing shortage in the department. The City Manager has authorized the transfer within the department and will provide information to the Council on the transfer.

c. **Discussion and direction regarding the possibility of a Landscape Maintenance District to overlay both the northern and southern planned development districts (PDDs) surrounding Kingman Crossing**

After this topic arose at the Regular Council Meeting of November 3, 2015, Councilmember Miles requested an agenda item to discuss the possibility of a Landscape Maintenance District to overlay both the northern and southern planned development districts (PDDs) surrounding Kingman Crossing. Staff is seeking direction from Council on whether or not to pursue this matter further. **Council discretion. DIRECTION WAS PROVIDED TO STAFF TO BRING BACK ADDITIONAL INFORMATION CONCERNING A LANDSCAPE MAINTENANCE DISTRICT.**

d. **Battalion Chief - Operations reclassification**

The position of Battalion Chief – Operations for the Fire Department is currently an “exempt” status position due to their supervisory status and responsibilities within the department based on their assignment as “Shift Commanders.” The individuals within these positions serve in a mixture of exempt and non-exempt status however lose many of the benefits associated with each classification. The work schedule and the requirements of this position bring the conclusion that these individuals would be better served and better serve the City of Kingman in a non-exempt classification. **Staff recommends the approval of the reclassification of the position of Battalion Chief - Operations as non-exempt status within the adopted pay plan for the city of Kingman. MOTION TO TABLE WAS PASSED BY A VOTE OF 6-0. DIRECTION WAS PROVIDED TO STAFF TO RETURN WITH**

**ADDITIONAL INFORMATION CONCERNING THE POLICE
LIEUTENANT POSITION IN THE SAME CLASSIFICATION.**

e. Railroad Museum presentation and request for expansion

The Whistle Stop Railroad Club wishes to address the Council with a presentation to request expansion into the vacant suite formerly occupied by Hertz Rent-A-Car in the railroad depot at 4th Street and Andy Devine Avenue. **Staff recommends denying the request. MOTION TO DIRECT STAFF TO DEVELOP AN OCCUPANCY CONTRACT WITH THE WHISTLE STOP RAILROAD CLUB WAS PASSED BY A VOTE OF 6-0.**

7. REPORTS

Board, Commission and Committee Reports by Council Liaisons

8. ANNOUNCEMENTS BY MAYOR, COUNCIL MEMBERS, CITY MANAGER

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

9. EXECUTIVE SESSION

a. Golf Course Management Agreement review

THE COUNCIL MAY GO INTO EXECUTIVE SESSION FOR LEGAL COUNSEL IN ACCORDANCE WITH A.R.S.38-431.03(A) (4) TO DISCUSS ANY AGENDA ITEM. THE FOLLOWING ITEMS MAY BE DISCUSSED, CONSIDERED AND DECISIONS MADE RELATING THERETO:

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

Review of the Golf Course Management Agreement

DIRECTION WAS PROVIDED TO RETURN WITH AN ACTION ITEM FOR THE GOLF COURSE MANAGEMENT AGREEMENT AT THE DECEMBER 1, 2015 REGULAR MEETING.

b. Discussion of the Council vacancy candidates

THE COUNCIL MAY GO INTO EXECUTIVE SESSION FOR LEGAL COUNSEL IN ACCORDANCE WITH A.R.S.38-431.03(A) (1) TO DISCUSS ANY AGENDA ITEM. THE FOLLOWING ITEMS MAY BE DISCUSSED, CONSIDERED AND DECISIONS MADE RELATING THERETO:

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

Discussion of the Council vacancy candidates.

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

- c. Discussion and/or action to appoint a replacement to the vacant Council seat.**

MOTION TO APPOINT KENNETH DEAN WAS PASSED BY A VOTE OF 5-1 WITH COUNCILMEMBER CARVER VOTING NAY.

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