

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

**5:30 P.M.**

**MINUTES**

**Tuesday, July 21, 2015**

**REGULAR MEETING**

<b>Members</b>	<b>Officers</b>	<b>Visitors Signing in</b>
<b>Richard Anderson – Mayor</b>	<b>John Dougherty, City Manager</b>	<b>See attached list</b>
<b>Mark Wimpee, Sr. – Vice-Mayor - EXCUSED</b>	<b>Jackie Walker, Human Resources Director</b>	
<b>Mark Abram</b>	<b>Carl Cooper, City Attorney</b>	
<b>Larry Carver</b>	<b>Keith Eaton, Assistant Fire Chief</b>	
<b>Jen Miles</b>	<b>Greg Henry, City Engineer</b>	
<b>Stuart Yocum</b>	<b>Robert DeVries, Chief of Police</b>	
<b>Carole Young</b>	<b>Mike Meersman, Parks and Recreation Director</b>	
	<b>Tina Moline, Finance Director</b>	
	<b>Gary Jeppson, Development Services Director</b>	
	<b>Rob Owen, Public Works Director</b>	
	<b>Joe Clos, Information Services Director</b>	
	<b>Sydney Muhle, City Clerk and Recording Secretary</b>	
	<b>Erin Roper, Deputy City Clerk</b>	

**CALL TO ORDER & ROLL CALL**

Mayor Anderson called the meeting to order at 5:29 P.M. and roll call was taken. All councilmembers were present except for Vice-Mayor Wimpee, Sr. who was excused. The invocation was given by Jerry Dunn of Oak Street Baptist after which the Pledge of Allegiance was said in unison.

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 and Executive Session minutes of July 7, 2015**

Councilmember Abram stated he would abstain as he was excused from the meeting.

Councilmember Young made a MOTION to APPROVE the Regular Meeting and Executive Session minutes of July 7, 2015. Councilmember Yocum SECONDED and it was APPROVED by a vote of 5-0 with Councilmember Abram ABSTAINING.

2. **APPOINTMENTS**

**a. Appointment to the Local Public Safety Personnel Retirement System (PSPRS)**

With the retirement of Sergeant Lyman Watson there is a vacancy on the PSPRS Board. Sergeant Michael Godfrey has volunteered to represent police personnel with the City of Kingman on this board. At their meeting of July 10, 2015 the PSPRS Board voted 5-0 to recommend appointment of Sergeant Godfrey. **Staff recommends approval.**

Councilmember Miles made a MOTION to APPOINT Michael Godfrey to the Local Public Safety Personnel Retirement Board. Councilmember Young SECONDED and it was APPROVED by a vote of 6-0.

**b. Reappointment of members to the Youth Advisory Commission (YAC)**

Appointments to YAC are made for one year terms. There are currently four members: Angelique Shumway, Donovan Shumway, Robert Trujillo and Holland McLean. All four members have expressed interest in being reappointed to the commission. **Staff recommends reappointment.**

Councilmember Abram made a MOTION to REAPPOINT Angelique Shumway, Donovan Shumway, Robert Trujillo and Holland McLean to the Youth Advisory Commission. Councilmember Young SECONDED and it was APPROVED by a vote of 6-0.

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.

Citizen Harley Petit addressed the Council and said that he would like to know the time, place, and dates of the meetings concerning Kingman Crossing.

Mayor Anderson said that the Council would have a work session on this topic on Monday, July 27<sup>th</sup>, at 3:30 P.M. and the dates for the town hall meetings would be set then.

Citizen Joe Longoria addressed the Council and said that a lot of people come to the Council to complain, but he wanted to give thanks to Councilmembers Yocum and Miles and City Manager John A. Dougherty for their help with project in the community. He said that Kingman has been awarded hosting the state Democratic Convention in 2016 and wanted to thank Mr. Dougherty for his assistance on a project that helped with this. He said that this is a nice Council who is always accessible and appreciation doesn't come often enough.

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. Transfer ownership of a 2014 Dodge Caravan from the Kingman Police Department to the Mohave County Attorney's Office**

On January 15, 2015 a 2014 Dodge Caravan (VIN #2C4RDDGBG1ER406770) was forfeited to the

State of Arizona and allocated to the Kingman Police Department/M.A.G.N.E.T. The vehicle was seized for forfeiture as a result of a criminal investigation by the M.A.G.N.E.T. Task Force. The City of Kingman serves as the fiduciary for M.A.G.N.E.T. and was therefore awarded the forfeiture on behalf of the task force. The M.A.G.N.E.T. Board of Directors voted unanimously to approve a request to transfer ownership of the above listed vehicle from the Kingman Police Department to the Mohave County Attorney's Office. Upon approval of the City of Kingman Council the vehicle will be transferred to the Mohave County Attorney's Office. **Staff recommends approval.**

**b. Grant of Utility Easement for UniSource Electric, Inc. at the Mohave Museum of History and Arts located at 400 Beale Street (Project No. ENG15-044)**

The City of Kingman is the owner of a 1.76 acre parcel (Parcel 304-18-007) which is the location of the Mohave Museum of History and Arts. The parcel is located south of the intersection of Grandview Avenue and Beale Street at 400 Beale Street. The proposed easement will make it possible for UniSource Electric, Inc. to relocate an existing power pole and accompanying guide-wires and anchors southward to the boundary of this parcel to an open location and out from the Mohave Museum parking lot. The relocation will provide for additional parking spaces, allow for more flexibility in the parking lot layout, and reduce the risk of the power pole and guide-wires from being hit by vehicles. The easement request has been sent out for Staff review with no objections or comments received. The easement request was presented to the Mohave Museum Board of Trustees by the Museum Director at their June 18th meeting with no objections to the granting of the easement. **Staff recommends granting the utility easement for UniSource Electric, Inc.**

**c. Resolution 4963 accepting certain completed improvements in Walleck Ranch, Tract 1961-H, releasing property escrow assurance, and accepting new cash escrow assurance for uncompleted sidewalks**

Walleck Ranch, Tract 1961-H, recorded on September 20, 2010 included two property escrow assurance agreements. One agreement was released in November 2010 and a separate sidewalk cash escrow assurance was accepted along Alan Ladd Drive. On March 5, 2013 the Council passed Resolution 4828 which released the other property escrow assurance on the balance of the subdivision, accepted a cash assurance for sidewalks along Robert Mitchum Drive, and accepted a new property escrow assurance for the lots adjoining Rex Allen Drive and Brown Way. All subdivision improvements, except for sidewalks and four street signs, have been completed along Rex Allen Drive and Brown Way. A sidewalk cash assurance has been offered by Pioneer Title for the completion of sidewalks and street signs along Rex Allen Drive and Brown Way in the amount of \$25,334.40. The amount, including a required 30% contingency, was approved by the City Engineer. This resolution will authorize the City Engineer to release portions of the cash escrow account in an amount equal to 90% of the per foot cost of the sidewalk in front of the constructed homes; however, all sidewalks must be completed within 18 months or when 80% of the lots are built upon and six months lapses between the last certificate of occupancy and the issuance of a new building permit unless an extension of time is granted by the Kingman Common Council. Final release of the remaining cash assurance will occur after the completion of a 12-month guarantee period after all sidewalks are completed and the Council authorizes their conditional acceptance into the City's maintenance system. **Staff recommends approval.**

**d. Resolution 4964 approving the final subdivision plat, improvement plans, and a cash escrow assurance for Sunrise Business Park, Tract 6037**

A request was received from Pioneer Title Agency, Inc., under Lingenfelter Family Trust, property owner, and Mohave Engineering Associates, engineer, for the approval of a final subdivision plat,

improvement plans and cash escrow assurance for Sunrise Business Park, Tract 6037. The subject property is zoned C-3: Commercial, Service Business and is located along the north side of Detroit Avenue and east of Western Avenue. The subdivision is proposed to have five commercial lots on 10.74 acres. The subdivision will consist of two public streets - Sunrise Avenue and La Salle Street. The eastern half of the right-of-way for La Salle Street is being dedicated by the Mohave Community College Foundation. It should be noted that the proposed right-of-way will encroach about 10-feet on an existing 15-foot wide electrical easement. This easement provides prior rights to the utility, meaning they will likely not have to conform to the City franchise agreement with respect to repairs and maintenance of this facility. The final plat, final drainage report, improvement plans, traffic impact analysis, and engineer's opinion of probable cost have been reviewed. There were a number of issues to be resolved regarding the improvement plans. The final plat is in accordance with the requirements of Resolution 4917 which approved the preliminary plat for Sunrise Business Park, Tract 6037 on November 4, 2014. A cash escrow assurance is proposed to be offered by the property owner to assure the completion of all off-site subdivision improvements. The amount is required to be 130% of the approved engineer's cost estimate as required by the Subdivision Ordinance. **Staff recommends approving Resolution 4964 if remaining issues with the improvement plans are addressed and cash escrow assurance equal to 130% of the engineer's cost estimate is submitted.**

**e. Resolution 4962 approving an Arizona State Forestry Division Cooperative Intergovernmental Agreement**

The City of Kingman and the State of Arizona have a Cooperative Intergovernmental Agreement currently in force effective 2003 along with the State Foresters Cooperative Fire Rate Agreement. These agreements are being revised based upon the new rates contained within the Cooperative Fire Rate Agreement. **Staff recommends approval.** \*\*\*\* Removed at the request of the attorney

Mayor Anderson said that Item "4e" had been removed from the Consent Agenda and would not be discussed as it was not ready to be approved.

Councilmember Young made a MOTION to APPROVE the Consent Agenda, Items "4a" through "4d", as presented. Councilmember Miles SECONDED and it was APPROVED by a vote of 6-0.

**5. OLD BUSINESS**

**WIFA loan consolidation and extension of repayment information**

On June 16, 2015, Council gave staff direction to research the possibility of consolidating and extending repayment of the loans obtained from the Water Infrastructure Finance Authority (WIFA) for the upgrades to the Downtown and Hilltop Wastewater Treatment Plants. Staff will provide Council with the following information as it relates to the City's existing WIFA loans and the City obtaining additional funding from WIFA for water and sewer infrastructure improvements: 1. Restructuring existing loans; 2. Consolidating new and existing loans; 3. Water and sewer infrastructure loan qualifications, terms, and reserve requirements; 4. Pre-payment policy.

Finance Director Tina Moline said that staff was given direction to research the possibility of restructuring, consolidating, and looking for new resources on loans.

Slide 1 – Ms. Moline gave an overview of the loans the City currently has. She said both loans are for the wastewater treatment plants. She said that WIFA forgave the engineering and design portion of the loans. She then gave a summary of the slide.

Slide 2 – Ms. Moline said that WIFA does not charge to restructure loans and the only cost is the interest on the loans. She said that traditionally they will not restructure a loan, especially after receiving the benefit of forgiving a portion of the loan. She then gave the options for the loan on the Hilltop Treatment Plant. She said that interest and payments will be the defining factors.

Slide 3 – Ms. Moline gave a synopsis of the WIFA loan qualifications.

Slide 4 – Ms. Moline gave a synopsis of the eligibility requirements. She said that this may be allowed if future growth will impact the growing population.

Slide 5 – Ms. Moline gave a synopsis of this slide.

Mayor Anderson said that the wastewater plants are hard to reach to move the effluent they produce. He asked for clarification that it would not be possible to obtain a loan for bringing wastewater to a separate location.

Ms. Moline said that it would be possible to set up a separate enterprise fund for this. She said that based on what she has seen it does not appear that WIFA would cover that.

Mayor Anderson asked if there is any way to receive funding to use the effluent.

City Engineer Greg Henry said that there may be grants available for the design of this, but construction would have to be on a loan.

Slide 6 – Ms. Moline gave a synopsis of the examples for water fund debt. She said that for the loan coverage calculation the City would not have to meet the debt service requirement. She said that example number one would allow the funds to be put back in for future use. She said that in example number two the debt service would probably be waived, but there would not be a lot to absorb for future expenditures.

Slide 7 – Ms. Moline gave a synopsis of the examples for the wastewater fund. She said that example number one would waive the debt service and have a nice end balance. She said that calculated debt service requirement is included with this. She said that example number two would not allow a lot to absorb decreases or expenditures.

Slide 8 – Ms. Moline gave a synopsis of the process to consolidate loans. She said that it could be beneficial to consolidate the loans if WIFA will allow it.

Slide 9 – Ms. Moline gave a synopsis of the WIFA prepayment policy. She said that there is no penalty listed in the loan documents and WIFA has a policy in place. She said that the final loan draws were in 2012 and 2013, meaning that it would be many years before consent is granted by WIFA.

Councilmember Carver asked about the additional \$5 million noted in one of the slides.

Ms. Moline said that this is an example of an option to fund future projects.

Mayor Anderson said that he wanted to look at the options for construction and potential alternatives. He said that it may not make sense to move forward with but he felt it was good to have the information.

Councilmember Miles said thanked Ms. Moline for her presentation. She said that she did not see any reason to consider expanding the debt at this time, but there was one option to restructure one of the loans. She said that she felt this was worth looking at. She said that she was looking forward to seeing more information on this.

Citizen Herberta Schroeder addressed the Council and said that whenever the City can lower its interest rate that's a good thing. She said that it appears this would be a significant decrease. She said that the Council should look into the requirements for hooking on to the sewer system when a property has a septic tank failure. She said that right now property owners are required to bring the sewer line to and beyond their property to connect. She said that the additional sewer line draws on the system and makes it inefficient. She said that the cost to a homeowner could be \$30,000 and asked that the Council direct staff to look into this. She said that a lot of people can't afford to do this, sell their home, and move.

Mayor Anderson said that this does get complicated and Ms. Schroeder makes a very good point to look into.

Ms. Schroeder said that there is a property facing this right now at Hodges Road and Sycamore Avenue in which the cost would be \$32,000.

6. **NEW BUSINESS**

**a. Acceptance of parcel plat for lot line adjustment for City of Kingman property at Andy Devine Avenue and Fairgrounds Boulevard**

Staff has prepared a parcel plat for City of Kingman property located at the intersection of Andy Devine Avenue and Fairgrounds Boulevard. The plat adjusts the lot lines for the purpose of establishing the Fairgrounds Boulevard right of way (Parcel A). It also establishes a drainage parcel (Parcel C) for the existing channel and drainage improvements on the north side of the property. Parcel B, the commercial property, will be adjusted to include the excess portion of the Fairgrounds Boulevard right of way. The City Surveyor has prepared the plat to conform to all City/County requirements. The establishment of the Roadway and Drainage parcels will allow the City to maintain such facilities in the future. **Staff recommends approval of the parcel plat.**

Mr. Henry gave a slide presentation, a copy of which has been attached to these minutes.

Slide 1 – Mr. Henry said that the proposed parcel plat creates a new parcel for drainage. He said that this property was acquired from the railroad a year ago. He said that this also allows proper right of way along Fairgrounds Boulevard. He said that the other parcel is vacant. He noted that there is a drainage channel to the north.

Slide 2 – This slide showed a graphical representation. Mr. Henry said that the total property is 6.25 acres. He said that staff is proposing to reduce the roadway parcel to 60 feet. He said that the other end of the property would be for drainage. He said that Council has to approve the plan as the City owns the property. He said that the right of way would be redefined to fit and the plot would adjust the lot line. He also gave the size of each proposed parcel.

Councilmember Abram asked if “Parcel A” allowed for enough room to expand Fairgrounds Boulevard or to make adjustments for new Americans with Disabilities Act (ADA) requirements.

Mr. Henry said that it would leave room for a new driveway.

Councilmember Yocum made a MOTION to APPROVE the Parcel Plat as presented. Councilmember Miles SECONDED and it was APPROVED by a vote of 6-0.

**b. Discussion and direction on proposal from the ABC Team for a welcoming arch across Beale Street in Downtown Kingman**

The ABC Team is in the process of working on a welcome arch across Beale Street. Doug Adams of Nucor Steel is looking into the cost of having design work and fabrication done by Nucor. The City Manager is meeting with City Staff (Engineering, Public Works, Developmental Services, Parks and Risk Management) next week to discuss what would be required, should Council approve, to accept this gift. **Staff is looking for guidance on whether Council thinks this is something the City would be interested in pursuing.**

Mr. Dougherty said that he was presenting this as a member of the America’s Best Communities (ABC) team. He said that the team has been discussing the possibility of a welcome arch. He said that he suggested bringing this to Council to get initial approval before proceeding with what the Council may not find acceptable. He said that the team has talked to Nucor Steel about engineering for the project and a color sketch of the proposed arch has been provided to the Council. He said that staff would eventually like the sides to be a little different to prevent people from climbing on them, but approved the concept. He said that the group wants to bring this back to the Council for final approval. He said that the welcome sign has not been finalized. He said that Nucor has measured where the arch will be and it will be located on Beale Street between Metcalf and Veteran’s parks.

Councilmember Young said that a study conducted previously recommended this and the City never had the money to do it. She said that it is a good idea and that other things were recommended in the study that it may be good to look at.

Mayor Anderson said that he believed the funding for this would come out of what was received for the quarterfinal round to go into the next round.

Councilmember Abram said that the \$35,000 received for the quarterfinal round is for planning to get into the next stage. He said that the funding for this will need to come from the next round. He said that Council approval for this is needed to push through to the next round.

Councilmember Yocum said that is it very aesthetic to which Councilmember Miles agreed.

Citizen Ron Geisbreich addressed the Council and said that he also represents Chillin’ on Beale Street. He said that a welcome sign would be a great benefit to Kingman and he was here to support the idea. He said that it would also direct locals and tourists to the entertainment district downtown and would be beneficial to the City of Kingman.

Citizen Carol Decker-Noli addressed the Council and said that she likes the idea. She said that it helps businesses downtown and asked about solar lights and reflectors for the sign. She thanked Nucor Steel for participating and being a part of the community. She also thanked Mr. Dougherty for

bringing this to the Council and everything else he does in the community. She said that he is always present and working with the community.

Mayor Anderson said that staff is looking for guidance on whether this is something the Council is interested in pursuing which the Council agreed that it was.

Councilmember Young said that the study had recommended utilizing the Route 66 theme for the sign and said that the City should stick with this.

7. **REPORTS**  
**Board, Commission and Committee Reports by Council Liaisons**

Councilmember Yocum said that the Clean City Commission met on July 16<sup>th</sup> and acknowledged several groups. He said there will be a city wide clean up a couple of weeks before the Best of the West festival sponsored by the United Way. He said that the commission also welcomed their new commissioners.

Councilmember Young said that she attended the Transit Advisory Commission meeting. She said that the commission is reevaluating the advertising program and has set up a work group to make a recommendation on the rates.

Mayor Anderson said that he attended the Kingman Airport Authority meeting and the group swore in their new officers. He said that the board gave approval of the tentative agreement on the dross site to send on to the Department of Justice. He said that they have received an application for the sale of raw land and were supposed to get the appraisal that week.

8. **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.**

Councilmember Carver said that there was a baseball tournament at Southside Park that night and the following night. He said that the kids were playing great ball and recommend the community attend.

Councilmember Yocum acknowledged the Public Works department for street repairs in the Walleck Ranch area. He said that the department did a fantastic job and everyone is pleased with how it turned out.

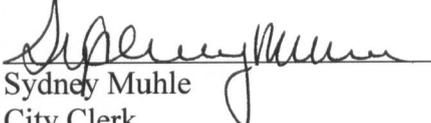
Councilmember Abram said that the Salvation Army would be holding a back to school drive in the Frontier Building from 11:00 A.M. to 1:00 P.M. on July 22<sup>nd</sup>. He said that this will help a lot of people in the community who can't afford what's required for school.

Mayor Anderson said that he attended a walk of fame ceremony to acknowledge a tour guide from Australia. He said that the gentleman was presented with a brick for bringing people to the Kingman area.

Councilmember Abram made a MOTION to ADJOURN. Councilmember Young SECONDED and it was APPROVED by a vote of 6-0.

**ADJOURNMENT – 6:18 P.M.**

ATTEST:

  
Sydney Muhle  
City Clerk

APPROVED:

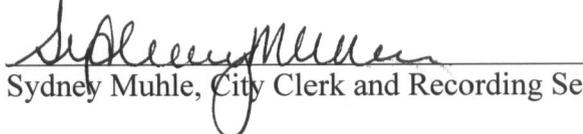
  
Richard Anderson  
Mayor

STATE OF ARIZONA)  
COUNTY OF MOHAVE)ss:  
CITY OF KINGMAN)

**CERTIFICATE OF COUNCIL MINUTES**

I, Sydney Muhle, City Clerk and Recording Secretary of the City of Kingman, Arizona, hereby certify that the foregoing Minutes are a true and correct copy of the Minutes of the Regular Meeting of the Common Council of the City of Kingman held on July 21, 2015.

Dated this 4<sup>th</sup> day of August, 2015.

  
Sydney Muhle, City Clerk and Recording Secretary

