

SUMMARIZED MINUTES OF THE TOWN OF COLORADO CITY COUNCIL MEETING HELD MONDAY, APRIL 13, 2020, AT 25 SOUTH CENTRAL STREET, COLORADO CITY, ARIZONA

Due to COVID-19 restrictions the meeting was held via Zoom meeting. Meeting was called to order at 6:00 p.m. by Mayor Joseph Allred. No executive session was held on this date.

Roll call showed present by remote: Mayor Joseph Allred and Council Members Alma Hammon, Ralph Johnson, Donald Richter, Joanne Shapley, and Jeffery Jessop. Vice-Mayor Anthus Barlow asked to be excused.

Prayer was offered by Mayor Joseph Allred.

MINUTES

The minutes of the March 9, 2020 regular meeting were presented with no corrections noted.

Motion was made by Donald Richter to approve the minutes of the March 9, 2020 regular meeting. There was a second from Jeffery Jessop.

Roll Call vote:

Joseph Allred	Y
Ralph Johnson	Y
Donald Richter	Y
Jeffery Jessop	Y
Joanne Shapley	Y
Alma Hammon	Y

PUBLIC COMMENT/INFORMATIONAL SUMMARIES

None

MOTION FOR EXECUTIVE SESSION TO BE HELD MONDAY, MAY 11, 2020, AT 5:30 P.M. FOR DISCUSSION AND CONSULTATION WITH LEGAL COUNSEL FOR LEGAL ADVICE IN ACCORDANCE WITH ARS 38-431.03.

Joseph Allred made a motion to set an executive session in advance to discuss pending or contemplated litigation, claims and demands to be held Monday, May 11, 2020, at 5:30 p.m. MDT in Accordance with ARS 38-431.03(A)(3)(4) for discussion and consultation with legal counsel for legal advice and/or for negotiations. The motion was seconded by Alma Hammon.

Roll Call vote:

Joseph Allred	Y
Ralph Johnson	Y
Donald Richter	Y
Jeffery Jessop	Y
Joanne Shapley	Y
Alma Hammon	Y

PENDING OR CONTEMPLATED LITIGATION, CLAIMS AND DEMANDS

None

DEPARTMENT REPORTS

Airport

Written report submitted by Airport Manager Ladell Bistline Jr.

Building

Building Official Andrew Barlow reported that he expects to have the new software program up and running in the next few days. He reported that the bid advertisement for the Mohave West project will be running in the Kingman Daily Miner April 17 through the 24th, and the bid opening will be on April 29th. We will be going through the same process for the Mohave East project, but it will be a week or two later.

Dispatch

Written report submitted by Dispatch Manager Warren Darger.

Public Works

Public Works Director Dean Cooke reported that they will be using the crusher plant heavily with all the trade agreements to fulfill on the different projects that are happening. He said they were shorthanded the week of spring cleanup so it went a day or two longer than planned. He said it was a successful cleanup effort. The project at the end of Central St. is completed with the asphalt being laid and the line markings installed. Now they will be making road base for the Bee's Marketplace in fulfillment of our agreement with them.

The irrigation project on Mohave west is about $\frac{3}{4}$ completed, and they expect to begin on the east side of Mohave Ave. They plan to cut across Central St. and then patch it as opposed to boring under the street because boring is cost prohibitive.

Landfill

Landfill Director John Barlow reported it was business as usual at the landfill, with good activity on the spring cleanup. He said they will be watching the budget because it is running tight.

Utilities

Written report submitted by Utilities Director Harrison Johnson.

Actions taken at the January 30, 2020 Utility Board Meeting were presented as follows:

- Approval of minutes of prior meeting
- Approved Utility Waivers
- Approval of payment of due claims
- Approved Propane Tank/Cylinder Policy
- Approved Staff working on Canyon Sandstone Graduate Student Opportunity
- Approved Agreement with Professional Credit and Collections and Section S Policy
- Approved large purchase of Traffic Control Devices

- Approved backhoe rate of \$125.00 per hour
- Approved Utility Waiver Policy Update pending DOJ approval
- Approved High-use Wastewater Policy pending DOJ approval

There was a motion from Ralph Johnson to ratify the Utility Board actions taken at the January 30, 2020 meeting, with a second from Alma Hammon.

Roll Call vote:

Joseph Allred	Y
Ralph Johnson	Y
Donald Richter	Y
Jeffery Jessop	Y
Joanne Shapley	Y
Alma Hammon	Y

Police Department

In the absence of Chief Robb Radley, Town Manager Vance Barlow reported that they had re-structured the Department, making one sergeant position instead of two, and adding a corporal position, which was filled from within the department by promoting Officer Max Horsley to corporal. He noted that we have hired two additional officers, Dustin Shear who has just completed his UT POST training, and David Wilkinson from Price, Utah, who is a seasoned officer with 30 years of experience. He noted that Officer Taylor Barlow has not been successful in qualifying with AZ POST, and we need officers who are certified in both states. It has been decided to have Taylor assist in the Community Department with permits, code enforcement (including utility regulations), etc., as well as continuing with some specific police officer duties that do not require POST certification. Vance noted that the Police Department and the other departments have been working to be in compliance with the restrictions made due to the COVID-19.

Administration

Town Manager Vance Barlow reported that the Town, under the direction of Rosie White, had hosted a Region 1 Clerks Meeting on March 12, 2020. Luncheon was served, and afterwards Mayor Allred took the group on a tour of the Town. It was an enjoyable event.

Vance noted that we have purchased a new copier for the administration offices and relocated the older printer/copier to the new police facility.

He explained that a lot of time and energy had been spent in trying to keep up with the various orders and edicts related to the COVID-19 virus, and in ensuring that the Town is operating in compliance. Some of the major changes we have had to make include access to facilities, how to hold meetings and still comply with the open meeting laws, police interaction with the public, etc. We are working very well with Hildale on most issues and appreciate the ability to work together to provide the various services to the communities.

The Planning Commission and staff have continued working on the proposed zoning map and zoning ordinance, and we are now working on a formal review to remove any ambiguity or conflict that may exist between the different ordinances.

Vance gave an update on the Town's efforts to be re-admitted to the AMRRP Insurance Pool. There has not been an answer yet, but they were asking questions about our IGA's and looking into it. We hope to have our membership in place in time for insurance policy renewals next year.

Vance said we are getting into the budget planning for next year. There is an estimated 20-25% reduction in revenues projected which will greatly affect us. He also noted that we have three of our Town Council seats up for election this year, and at this point we have four candidates: Joseph Allred, Ralph Johnson, Thomas Holm, and Nathan Burnham.

CONSIDER RESOLUTION ENTERING INTO FLOOD CONTROL IGA WITH MOHAVE COUNTY

The Town Manager explained that this is an annual process to obtain the Town's share of the funds collected by the Mohave County Flood Control District for use in flood control projects. The IGA will provide the Town with \$22,559. With this funding there will be \$46,311.14 in our flood control fund. We would like to use these funds for extending curb and drainage controls on Garden Avenue from Central Street east to Hildale Street. This project is critical to controlling the erosion that occurs on the street during heavy rainstorms and brings mud and debris onto Central Street creating a traffic hazard.

The Flood Control fund was not expended last year as the Town wanted to have enough funding in order to complete the project. Based on the historic cost of projects it is estimated that the complete project for curb and waterways will be approximately \$50,000. We are planning to do the curb project on the South side of Garden Avenue from Hildale Street to Central Street this season and plan on doing the chip seal in the spring of 2021 if funds are available. Historically the flood control funding has been used for engineering and materials such as concrete and/or asphalt, with the Town contributing the dirt work, road-base, grading, etc., in order to get the projects completed.

The proposed IGA has being reviewed by the Town Attorney with no issues.

There was a motion from Alma Hammon with a second from Donald Richter to adopt Resolution 2020-05 authorizing the Mayor to execute the Flood Control IGA with Mohave County Flood Control District.

Roll Call vote:

Joseph Allred	Y
Ralph Johnson	Y
Donald Richter	Y
Jeffery Jessop	Y
Joanne Shapley	Y
Alma Hammon	Y

RATIFY AMENDED FAA AIP GRANT 3-04-0076-023-2020 FOR ACCESS ROAD REHABILITATION AND TERMINAL PARKING APPLICATION

Town Manager Vance Barlow said that the bids for the Airport Reconstruction Project were opened at a bid opening on March 12, 2020, and the bids were then tabulated.

Based on the lowest qualified bid, the amount requested on the FAA grant application was amended to reflect the bid amount. The amended application was signed by the Mayor and returned to the FAA.

There were no changes to the scope of the project or the assurances that the Town made when the original application was approved by the Town Council on January 13, 2020. The amount of the grant request from the FAA was reduced from \$405,672 to \$366,406 with the Town and State match each reduced from \$19,914 to \$17,986.

Motion from Joseph Allred with a second from Jeffery Jessop to ratify the amended FAA AIP grant 3-04-0076-023-2020 for Access Road Rehabilitation and Terminal Parking (Construction only) in the amount of \$366,406 and approve the local match estimated to be \$17,986.

Roll Call vote:

Joseph Allred	Y
Ralph Johnson	Y
Donald Richter	Y
Jeffery Jessop	Y
Joanne Shapley	Y
Alma Hammon	Y

CONSIDER BID AWARD AND CONSTRUCTION CONTRACT FOR TOWN OF COLORADO CITY AIRPORT ACCESS ROAD REHABILITATION AND TERMINAL PARKING PROJECT

The Town Manager reported that Mel Clark, Inc. was the low bidder on the Airport Access Road Rehabilitation project. The engineers have reviewed the bid and are recommending that the bid for this project be awarded to Mel Clark, Inc. in the amount of \$402,377.50.

A contract with Mel Clark, Inc. for Access Road Rehabilitation & Parking Construction has been prepared and is presented for Council consideration. This contract has been sent to the Town's legal counsel for review.

In the interest of time it is recommended that the contract be approved contingent upon legal review and upon FAA awarding of the grant. When those conditions are met, the Town can then sign the contracts and issue notice to proceed without further Council action.

There was a motion from Jeffery Jessop with a second from Ralph Johnson to award the bid in the amount of \$402,377.50 to Mel Clark, Inc. for Access Road Rehabilitation & Parking Construction.

Roll Call vote:

Joseph Allred	Y
Ralph Johnson	Y
Donald Richter	Y
Jeffery Jessop	Y
Joanne Shapley	Y
Alma Hammon	Y

Motion made by Donald Richter with a second from Ralph Johnson to approve the contract with Mel Cark, Inc. for Access Road Rehabilitation & Parking Construction contingent upon legal review and FAA approval of the grant funding.

Roll Call vote:

Joseph Allred	Y
Ralph Johnson	Y
Donald Richter	Y
Jeffery Jessop	Y
Joanne Shapley	Y
Alma Hammon	Y

CONSIDER RESOLUTION UPDATING CHARGE CARD USERS

Town Manager Vance Barlow requested that Rosaleta White, Deputy Town Clerk, be added as a user for the US Bank Visa card.

There was a motion from Joanne Shapley with a second from Alma Hammon to adopt Resolution 2020-06 updating US Bank Visa card holders.

Roll Call vote:

Joseph Allred	Y
Ralph Johnson	Y
Donald Richter	Y
Jeffery Jessop	Y
Joanne Shapley	Y
Alma Hammon	Y

SECOND READING ORDINANCE 2020-01 ADOPTING AMENDMENTS TO THE TOWN OF COLORADO CITY TITLE XV LAND USAGE CHAPTER TITLES

Vance said that in reviewing the layout in Title XV Land Usage, it was felt by the staff that the order of the chapters should be rearranged so that the Zoning Code was before the Land Division, Airport Overlay and Development Standards sections.

Ordinance 2020-01 Adopting Amendments to the Town of Colorado City Title XV Land Usage Chapter Titles had a first reading at the March 9, 2019 Town Council meeting and is presented here for a second reading.

Motion from Jeffery Jessop with a second from Alma Hammon to read proposed Ordinance 2020-01 Adopting Amendments to the Town of Colorado City Title XV Land Usage Chapter Titles as a second reading in the adoption process.

Roll Call vote:

Joseph Allred	Y
Ralph Johnson	Y
Donald Richter	Y
Jeffery Jessop	Y
Joanne Shapley	Y
Alma Hammon	Y

Deputy Town Clerk Rosaleta White then read the proposed Ordinance 2020-01 as a second reading.

CONSIDER ADOPTION OF ORDINANCE 2020-01 ADOPTING AMENDMENTS TO THE TOWN OF COLORADO CITY TITLE XV LAND USAGE CHAPTER TITLES

After the second reading of Ordinance 2020-01 the Council will need to adopt the Ordinance. The effective date of the ordinance will be thirty days after adoption which will be May 13, 2020.

There was a motion from Joanne Shapley with a second from Jeffery Jessop to adopt Ordinance 2020-01 Adopting Amendments to the Town of Colorado City Title XV Land Usage Chapter Titles.

Roll Call vote:

Joseph Allred	Y
Ralph Johnson	Y
Donald Richter	Y
Jeffery Jessop	Y
Joanne Shapley	Y
Alma Hammon	Y

CONSIDER SECOND READING BY TITLE ONLY, ORDINANCE NO. 2020-02 ADOPTING TOWN CODE, TITLE XV, CHAPTER 152, ZONING CODE & ZONING MAP

Vance explained that staff members have been working for several months on putting together a Zoning Code for the Town of Colorado City. The proposed Zoning Code has been reviewed extensively by the Planning Commission during several meetings, and a public hearing was held on February 3, 2020 with considerable public input.

At the March 2, 2020 Planning Commission meeting, the Commission voted to recommend the proposed Zoning Code and Zoning Map to the Town Council for consideration and possible adoption.

As a first step in the process, Ordinance 2020-02 Revising Town Code adding Section §152.00 Zoning Code, was declared a public record at the March 9, 2020 Town Council meeting and read by title only.

Ordinance 2020-02 is presented here for a second reading by title only as part of the adoption process.

There was a motion from Donald Richter with a second from Jeffery Jessop to read by title only Ordinance No. 2020-02 Revising Town Code, Title XV, adding Chapter 152 Zoning Code as a first reading in the adoption process.

Roll Call vote:

Joseph Allred	Y
Ralph Johnson	Y
Donald Richter	Y
Jeffery Jessop	Y

Joanne Shapley **Y**
Alma Hammon **Y**

Deputy Town Clerk Rosie White then read Ordinance 2020-02 by title only as a second reading.

CONSIDER ADOPTION OF ORDINANCE 2020-02 ADOPTING TOWN CODE, TITLE XV, CHAPTER 152, ZONING CODE AND ZONING MAP

Vance explained that after the second reading of Ordinance 2020-02 the Council will need to adopt the Ordinance. The effective date of the ordinance will be thirty days after adoption which will be May 13, 2020. Mayor Allred commented that this is a very significant step for the Town and one which will have long lasting effects.

There was a motion from Jeffery Jessop with a second from Ralph Johnson to adopt Ordinance 2020-02 Revising Town Code, Title XV, adding Chapter 152 Zoning Code and Zoning Map.

Roll Call vote:

Joseph Allred **Y**
Ralph Johnson **Y**
Donald Richter **Y**
Jeffery Jessop **Y**
Joanne Shapley **Y**
Alma Hammon **Y**

FIRST READING OF ORDINANCE 2020-03 AMENDMENTS TO TOWN CODE 153 LAND DIVISION

Town Manager Vance Barlow reported that with the adoption of the Zoning Ordinance we have begun the process of updating the other land codes to achieve uniformity across all codes. The Land Division Code Title 153.005 spelled out a process for Appeals and Variance. The recommendation is to strike all of the text of Town Code 153.005 and replace it with “*Land Division appeals and variances shall be conducted according to the procedures outlined in Chapter 152 Zoning Code for variances and appeals*”

This is the first of what will probably be several clean-up amendments to the Title XV of the Town of Colorado City Code of Ordinances as we begin working with the Zoning Ordinance and have increased requests for land development, etc. The needed amendments will be brought forth as they are identified by staff. Vance noted that this amendment had been presented to the Planning Commission also at their last meeting.

Motion from Alma Hammon with a second from Ralph Johnson to read Ordinance 2020-03 Amendments to Town Code 153 Land Division as a first reading in the adoption process.

Roll Call vote:

Joseph Allred **Y**
Ralph Johnson **Y**
Donald Richter **Y**

Jeffery Jessop **Y**
Joanne Shapley **Y**
Alma Hammon **Y**

Rosie White then read Ordinance 2020-03 Amendments to Town Code 153 Land Division as a first reading.

BUDGET REPORT AND ORDER TO PAY DUE CLAIMS

The Council reviewed the budget report and a detailed report of the due claims. 75% of the fiscal year has elapsed.

Motion was made by Joanne Shapley to pay the due claims as they become due and as funds become available. It was seconded by Alma Hammon, and all voted in favor.

Roll Call vote:

Joseph Allred **Y**
Ralph Johnson **Y**
Donald Richter **Y**
Jeffery Jessop **Y**
Joanne Shapley **Y**
Alma Hammon **Y**

Meeting adjourned at 7:15 p.m.

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of Colorado City held on the 13th Day of April 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 16th day of April 2020.

Town Clerk