

## **SUMMARIZED MINUTES OF THE TOWN OF COLORADO CITY COUNCIL MEETING HELD MONDAY, JUNE 13, 2022, AT 25 SOUTH CENTRAL STREET, COLORADO CITY, ARIZONA**

Meeting was called to order at 6:01 p.m. by Mayor Joseph Allred.

Roll call showed present: Mayor Joseph Allred, Vice Mayor Donald Richter, and Council members Thomas Holm, and Alma Hammon. Joanne Shapley arrived at 6:15 pm, Jeffrey Jessop arrived at 6:20pm, and Nathan Burnham was present on the phone and arrived in person at approximately 6:45pm.

### **MINUTES**

The minutes of the May 16, 2022, meeting and executive session were presented. There was one correction noted.

**Motion was made by Donald Richter to approve the minutes of the May 16, 2022, regular meeting, and executive session. There was a second from Alma Hammon, and all voted in favor.**

### **PUBLIC COMMENT/INFORMATIONAL SUMMARIES**

Margaret Cooke came to the stand and mentioned that there are a lot of people on motorbikes continually going up and down the road in front of her house on Homestead Street. She is concerned because they are tearing up the newly graveled road. She wanted to bring this to the attention of the Council and ask if something can be done about it. Mayor Allred asked Town Manager Vance Barlow to follow up with the Road Dept. and Police on this situation.

Jeremy Williams came to the stand and asked to speak on behalf of his cousin Jared Williams. He wanted to clarify that the home on the property at 340 West Garden Avenue is a private residence. He said that Jared had heard rumors of it being an event center and short-term rental property. Mayor Allred directed him to Building Dept. Manager Andrew Barlow for any needed follow up.

### **FISCAL YEAR 2020-2021 FINANCIAL AUDIT PRESENTATION**

David Wittwer from Hinton Burdick CPA's & Advisors presented the results of the audit of the financial statements of the Town of Colorado City, Arizona as of June 30, 2021. The audit findings and financial statements were reviewed briefly.

**There was no action needed on this item.**

### **DEPARTMENT REPORTS**

#### **Airport**

Airport manager Ladell Bistline reported that the total recorded operations for the Month of May, were 425. The City Council had accepted the low bid for the fencing project from Taylor Made Fencing and awarded the project to them at the regular Council meeting on May 16th. Taylor Made has indicated that it may take up to a couple of months to get the materials so construction can start.

JVIATION, Inc. is continuing the taxiway engineering and design. Mr. James Bildilli from Iowa came on the 8th of May and did a 5010 inspection for ADOT.

### **Building**

Building Dept. Manager Andrew Barlow reported that 16 permits have been issued within the last month. The CDBG RA grant application deadline was moved to August 1<sup>st</sup>. We received a notice Monday June 6<sup>th</sup> with the new HUD numbers, but we will not have the distribution amounts until Monday, June 13<sup>th</sup>.

### **Marshall**

The communication center now has the battery backup system fully functioning to supplement the generator and assure the center is not without power at any time.

Patrol arrested 5 DUIs in the month of May.

### **Public Works**

Public Works Director John Barlow reported that Juniper Street from Arizona Avenue to Uzona Avenue, and Uzona Avenue from Willow Street eastward nearly to Richard Street have both layers of chip seal finished. He reported the new parking lot was completed at Lauritzen Park and there will be some work on Canyon Street in the next few weeks.

### **Utilities**

Utilities Director Weston Barlow reported that they met with the Utah and Arizona drinking water representatives for the Sanitary Survey. He noted that gas usage is seasonably slow. The Council asked Weston questions about the sewer lines on Homestead Street and there was some discussion on this topic.

### **Administration**

Town Manager Vance Barlow reported that we officially reentered AMRRP on June 2nd for the Town's insurance needs. He also noted the financial audit for FY 21 was completed. A considerable amount of effort and time has been spent in developing the preliminary budget, planning & zoning questions, and meeting with developers.

## **CONSIDER ZONING MAP AMENDMENT – PARCEL 404-53-213 FROM RE-1A RESIDENTIAL-ESTATE TO R2 SMALL LOT RESIDENTIAL**

Town Manager Vance Barlow presented a petition for a zoning map amendment from Nolan Jessop for Parcel 404-53-213 from RE-1A Residential-Estate to R2 Small Lot Residential for the purpose of developing several town houses on the parcel.

It was noted that this item had been considered at the June 6, Planning Commission meeting with a unanimous recommendation for approval.

Wynn Jessop Jr. came to the stand on behalf of his brother Nolan Jessop. He gave a description of the proposed project and answered questions from The Council about financing.

**There was a motion made by Thomas Holm to adopt ordinance 2022-11, approving, with conditions, the proposed amendment to the zoning map of the Town of Colorado City Parcel 404-53-213 from RE-1A Residential-Estate to R2 Small Lot Residential. There was a second by Alma Hammon.**

**Roll Call Vote:**

Joseph Allred	N
Donald Richter	Y
Jeffery Jessop	N
Joanne Shapley	Y
Alma Hammon	Y
Thomas Holm	Y
Nathan Burnham	Y

With five “yes” votes, and two “no” votes, the motion passed.

**CONSIDER ZONING MAP AMENDMENT PARCEL 404-53-430 FROM RE-1A RESIDENTIAL-ESTATE TO R1-12 SINGLE FAMILY RESIDENTIAL**

Vance Barlow, Town Manager presented a petition from Shirley Barlow for a zoning map amendment for Parcel 404-53-430 from RE-1A Residential-Estate to R1-12 Single Family Residential.

It was noted that this item had been considered at the June 6, Planning Commission meeting with a unanimous recommendation for approval.

**A motion to adopt Ordinance 2022-12, approving, with conditions, the proposed amendment to the zoning map of the Town of Colorado City Parcel 404-53-430 from RE-1A Residential-Estate to R1-12 Single Family Residential was made by Thomas Holm. It was followed with a second from Alma Hammon.**

**Roll Call Vote:**

Joseph Allred	N
Donald Richter	Y
Jeffery Jessop	N
Joanne Shapley	Y
Alma Hammon	Y
Thomas Holm	Y
Nathan Burnham	Y

With five “yes” votes, and two “no” votes, the motion passed.

**CONSIDER ZONING MAP AMENDMENT PARCELS 404-53-(195), (194), (193), (276), (277), (278), (279B) FROM RE-1A RESIDENTIAL-ESTATE TO MU MIXED USE.**

Town Manager Vance Barlow presented a rezone request from Mr. Marvin Wyler III for several parcels located in the area between Oak Street and SR389 from RE-1A Residential to MU Mixed Use.

It was noted that this item had been considered at the June 6 Planning Commission meeting and after considerable discussion the Planning Commission had recommended approval.

Marvin Wyler was on the phone and explained to The Council how he proposed to complete this project. Several council members expressed concern and hesitancy with the proposed financing method for the project, wherein Mr. Wyler is planning to build a few rental units and use the rental income from those to finish the project. There was extensive discussion between Mr. Wyler and the Town Council after which it was decided to table the item. Mr. Wyler said that he would refine his proposal to address the concerns of the Council and resubmit his application at a later date.

### **CONSIDER PRELIMINARY PLAT FOR SENTINEL SUBDIVISION**

Town Manager, Vance Barlow presented the preliminary plat for Sentinel Subdivision and explained that Sentinel Subdivision, a small commercial subdivision, has been submitted by Justin Hammon and has been sent for review by the Town's Engineers. This proposed development is located on the north side of Mohave Avenue and west of Juniper Street.

It was noted that this item had been considered at the June 6, Planning Commission meeting with a unanimous recommendation for approval.

Ray Jessop came to the stand on behalf of Justin Hammon and answered questions from The Council.

**A motion was made by Nathan Burnham to approve the preliminary plat for Sentinel Subdivision with a 33 ft ROW for Juniper Street. It was seconded by Thomas Holm.**

#### **Roll Call Vote:**

Joseph Allred	N
Donald Richter	Y
Jeffery Jessop	N
Joanne Shapley	Y
Alma Hammon	Y
Thomas Holm	Y
Nathan Burnham	Y

With five "yes" votes, and two "no" votes, the motion passed.

### **CONSIDER SECOND READING BY TITLE ONLY ORDINANCE AMENDING TOWN CODE TITLE XV CHAPTER 152 ZONING CODE**



It was noted that this Ordinance was declared a public record and had a first reading by title only at the May 16, 2022, Town Council meeting and was ready for a second reading by title only as the next step in the adoption process.

**A motion to read by title only Ordinance 2022-10 Amending Town Code Title XV, Chapter 152 Zoning Code, as a second reading in the adoption process was made by Nathan Burnham and seconded by Alma Hammon. All voted in favor.**

Town Clerk, Rosie White read Ordinance 2022-10 by title only into the record.

#### **CONSIDER ADOPTION OF ORDINANCE AMENDING TOWN CODE TITLE XV CHAPTER 152 ZONING CODE.**

After Ordinance Amending Town Code Title XV, Chapter 152 Zoning Code had the second reading, by title only, it was considered for adoption by the Town Council.

It was clarified that the effective date for the Ordinance will be thirty days after adoption which will be July 13, 2022.

**A Motion to adopt Ordinance No. 2022-10 Amending Town Code Title XV, Chapter 152 Zoning Code was made by Nathan Burnham. There was a second by Alma Hammon. All voted in favor. Motion passed unanimously.**

#### **CONSIDER APPOINTMENT OR REAPPOINTMENT OF UTILITY BOARD MEMBERS**

Mayor Allred reported that when the updated Utility IGA was adopted, it made significant changes to the makeup and requirements to serve on the Utility Advisory Board. The current board was dissolved, and a new Board was to be appointed by the mayors of each municipality. Mayor Allred has been working on getting applicants for the Board. Arvin Black has agreed to continue as the Joint appointee for the Board. The other prior Utility Board members either live outside of the municipality or have declined to continue serving.

It was clarified that only the appointment of Arvin Black was ready for action at this meeting as additional applications were been sought for the other two positions.

**A motion was made by Nathan Burnham to appoint Arvin Black to the Utility Board as the joint appointee with Hildale for a three-year term ending December 31, 2025. This was followed by a second from Donald Richter. All other members voted in favor. Motion passed.**

Mayor Allred stated that he would continue seeking further applicants to fill the other positions.

#### **RATIFY RENEWAL OF HEALTH INSURANCE BENEFITS FOR THE TOWN OF COLORADO CITY**

Town Clerk, Rosie White explained the renewals to the Council. Allstate/ National General is our current insurance company, and their initial quote had a 20% increase. After working with the underwriters, they sent us a revised renewal with an increase of 6.1% which was the lowest quote we received from any carrier. In order to renew with the 6.1% Allstate/ National General

required the renewal had to be completed by May 23rd. As there was no other economical quote, the renewal was signed and returned with the 6.1% increase which is in keeping with the trend of inflation this year across the board.

Our 2-year rate guarantee with Guardian ended so we had to shop out the dental as well. We received a quote from several dental carriers in addition to Guardian with a 9% increase. The only quote that was lower was Principal Dental, but the plan was not as rich as the one we now have. We have been happy with Guardian and the employees like this plan. We felt that even with the slight increase in premium, our employees would benefit from staying with Guardian as opposed to changing coverage.

**A motion to ratify the renewal with Allstate/ National General for medical insurance coverage and with Guardian for Dental/Vision/Life was made by Alma Hammon. There was a second from Nathan Burnham. All voted in favor. Motion passed.**

#### **CONSIDER RESOLUTION ESTABLISHING FEE TO RELINQUISH ANIMALS TO ANIMAL CONTROL**

Chief Marshal, Robb Radley presented this item which was originally presented at the April meeting. The staff has been reviewing the various fees that the Town charges for services. We have had requests from several citizens to relinquish their dogs. In the past, we have accepted them if the impound was not full. However, with the increase in animal complaints and the need for some help with animal control and compliance issues, we would like to establish a relinquishment fee for animals to help cover the cost of caring for the animal and finding a place for it to be permanently.

**A motion to adopt Resolution 2022-21 establishing fee to relinquish animals to Animal Control was made by Nathan Burnham. There was a second from Thomas Holm. All voted in favor and the motion was passed.**

#### **CONSIDER RESOLUTION ADOPTING BUDGET ADJUSTMENTS FOR FY2022**

The proposed line-item adjustments that needed to be made to the FY22 budget were presented and explained to the Council it was noted that budget line-item adjustments are evaluated at least annually before the close of the budget year to make sure that individual department budget total expenses are properly reflected in the final budget. The proposed line-item adjustments were reviewed in detail.

**A motion was made by Nathan Burnham to adopt Resolution 2022-22 authorizing budget line-item adjustments to the 2021-2022 budget. There was a second by Alma Hammon and all voted in favor. Motion passed.**

#### **CONSIDER RESOLUTION AUTHORIZING A LOAN FROM THE RISK MANAGEMENT FUND FOR POLICE VEHICLES**

Presented for Council consideration was a request to use some funds from the Risk Management fund (not to exceed \$225,000) to cover the cost of several police vehicles. The funds would be repaid over the next three fiscal years.

The conditions for use of Risk Management Fund funds for internal financing subject as approved by the Town Council were reviewed to ensure the request was in compliance with those conditions.

**There was a motion made by Jeffrey Jessop to adopt Resolution 2022-23 authorizing a loan from the Risk Management Fund to the general fund in an amount not to exceed \$225,000. It was seconded by Nathan Burnham. All voted in favor and the motion was passed.**

#### **CONSIDER RESOLUTION DESIGNATING CFO FOR THE TOWN OF COLORADO CITY**

It is an annual requirement for the Town to designate the person responsible for submitting the annual expenditure limitation report. It was proposed that Vance Barlow be appointed as the Chief Financial Officer.

**A motion to adopt Resolution 2022-24 designating a Chief Financial Officer for the Town of Colorado City for purposes of filing the annual expenditure limitation report was made by Nathan Burnham. It was followed by a second from Alma Hammon. All voted in favor. Motion passed.**

#### **CONSIDER RESOLUTION ADOPTING TENTATIVE BUDGET AND SALARY ADJUSTMENT FOR FISCAL YEAR 2022-23 AND SETTING A BUDGET HEARING AND POSSIBLE ADOPTION FOR JULY 11, 2022, AT 6:05 P.M. MDT**

Vance Barlow presented the tentative budget for fiscal year 2022-2023. The budget was reviewed in detail, including some proposed salary adjustments. Staff is proposing that the employees be given a 5% cost of living increase along with some additional raise in base for some positions, as shown on the proposed salary worksheet.

**A motion Adopting Resolution 2022-25 setting a budget hearing date of July 11, 2022, at 6:05 p.m. MDT and adopting the 2022-2023 Tentative Budget was made by Nathan Burnham. There was a second from Jeffrey Jessop. All voted in favor. Motion passed.**

#### **BUDGET REPORT AND ORDER TO PAY DUE CLAIMS**

The Council reviewed the budget report and a detailed report of the due claims.

**There was a motion by Nathan Burnham to pay the due claims as they become due and as funds become available. There was a second by Joanne Shapley and all voted in favor.**

#### **COUNCIL COMMENTS**

Alma Hammon noted that there is a cattle guard at Airport Avenue and Redwood Street that is in need of repair.

#### **ADJOURNMENT**

**Council meeting adjourned at 8:29 pm.**

## 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 13<sup>th</sup> day of June, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 11<sup>th</sup> day of July, 2022.

  
Town Clerk

