

SUMMARIZED MINUTES OF THE TOWN OF COLORADO CITY COUNCIL MEETING HELD TUESDAY, JANUARY 17, 2023, AT 50 N. COLVIN ST., COLORADO CITY, ARIZONA

Meeting was called to order at 6:00 p.m. by Mayor Howard Ream.

Roll call showed present: Mayor Howard Ream, Vice Mayor Dalton Barlow, and Council Members: John Chatwin, Jerusha Darger, Alma Hammon, and Nathan Burnham (by phone). Thomas Holm had asked to be excused.

The Pledge of Allegiance was led by Mayor Howard Ream.

MINUTES OF PRIOR MEETINGS

The minutes of the December 12, 2022, meeting were presented and there were no corrections noted.

Motion was made by Alma Hammon to approve the minutes of the December 12, 2022, regular meeting as they were presented. There was a second from Dalton Barlow, and all voted in favor.

PUBLIC COMMENT/INFORMATIONAL SUMMARIES

NONE.

CONSIDER RESOLUTION ADOPTING RELATED PARTIES POLICY

Town Manager Vance Barlow explained the Town has an annual requirement to adopt a related parties policy. Per ARS §38-503 political subdivisions other than school districts may purchase through members of their governing bodies, without using public competitive bidding procedures, supplies, materials and equipment not exceeding three hundred dollars in cost in any single transaction, not to exceed a total of one thousand dollars annually, from a member of the governing body if the policy for such purchases is approved annually.

A motion was made by John Chatwin to adopt Resolution 2023-01 establishing procedures for purchasing from the Mayor and any member of the Council. There was a second made by Jerusha Darger. All voted in favor. Motion passed.

CONSIDER RESOLUTION UPDATING WELLS FARGO BANK SIGNERS

The need to update the bank signers on the Wells Fargo Bank account was presented. The policy for the Town having two signatures on every check, the Town Clerk and one other was explained, and it was noted that with the change in Council we needed to remove Joseph Allred, Ralph Johnson, and Joanne Shapley and recommended that the Council authorize Mayor Howard Ream and one other Councilmember.

There was some discussion on who to add, Council member John Chatwin expressed his willingness to be added as a signer and the Council concurred.

A motion to adopt Resolution 2023-02 updating Town of Colorado City Wells Fargo Bank Signers was made by John Chatwin and followed with a second from Jerusha Darger. All voted in favor. Motion passed.

CONSIDER RESOLUTION UPDATING WELLS FARGO BANK CHARGE CARD USERS

A request was made by Chief Radley to authorize a charge card for Vienna Barlow who has been promoted to a Supervisory role in the Communications Center.

The Town Manger recommended a card to be authorized for Mayor Ream.

It was noted that all employees who are issued a charge card are trained on the proper use and accountability for the use of the cards.

A Motion to adopt Resolution 2023-03 updating Wells Fargo Bank charge card holders was made by Jerusha Darger. This was followed by a second from Alma Hammon. All voted in favor. Motion passed.

CONSIDER APPOINTMENT OF PLANNING COMMISSIONER

Mayor Ream reported that he had reviewed two applications for the Colorado City Planning Commission and that he had appointed Lehi Steed to fill the remainder of the term vacated by Johnathan Barlow.

It was noted that the Town Code calls for the Mayor to make the appointment and then the Council ratifies the appointment if they agree with the appointment.

A motion to ratify the appointment of Lehi Steed to the Town of Colorado City Planning Commission to fill the remainder of the term vacated by Johnathan Barlow, term ending May 11, 2025, was made by John Chatwin. This was seconded by Dalton Barlow. All voted in favor. Motion passed.

Mayor Ream then affirmed in Lehi Steed as Planning Commissioner.

CONSIDER zoning Map Amendment Portion of Parcel 414-21-110 from RE1A Residential Estate to R1-20 Single Family Residential and a portion to R-1-8 Single Family Residential.

The Town received an application from Brody Olsen for rezoning to accommodate an R-20 Single Family Residential lot on the corner of Johnson Avenue and Pioneer Street. The request included a lot line adjustment to put the ball court, etc. in the same parcel with the existing building and adjust the reminder to R1-8 to correlate with future development with the parcel to the South of the rezone. It was noted that this application had been reviewed by the Planning Commission at the January 3, 2023, Planning Commission meeting with a unanimous recommendation for approval.

A motion was made by John Chatwin to approve Ordinance 2023-01 rezoning Portion of Parcel 414-21-110 from RE1A Residential Estate to R1-20 Single Family Residential and a

portion to R-1-8 Single Family Residential. There was a second made by Dalton Barlow. All voted in favor. Motion passed.

CONSIDER ZONING MAP AMENDMENT PARCEL 404-53-556 FROM RE-1A RESIDENTIAL ESTATE TO R1-12 SINGLE FAMILY RESIDENTIAL

An application by Julianna Barlow to rezone parcel 404-53-556 from RE-1A Residential Estate to R1-12 Single family residential to allow for a lot split was presented. It was noted that this application had been reviewed by the Planning Commission at the January 3, 2023, meeting with a unanimous vote to recommend approving the zoning map amendment.

A motion to approve Ordinance 2023-02 rezoning Parcel 404-53-556 from RE-1A Residential Estate to R1-12 Single Family Residential was made by Alma Hammon, followed by a second from Nathan Burnham.

CONSIDER ZONING MAP AMENDMENT PARCEL 404-53-491 FROM RE1A RESIDENTIAL ESTATE TO R2 MULTI FAMILY RESIDENTIAL

Allister Barlow has submitted an application to amend the zoning map to permit the development of two duplex units on an approximately one-acre lot located on the corner of Garden Avenue and Homestead Street. It was noted that this application had been reviewed by the Planning Commission at the January 3, 2023, meeting with a unanimous vote to approve the zoning map amendment. There was some discussion and questions from the Council regarding the need for housing and the location, which the Town Manager was able to answer.

A motion to approve Ordinance 2023-03 rezoning Parcel 404-53-491 from RE-1A Residential Estate to R2 Multi Family Residential was made by Dalton Barlow, followed by a second from John Chatwin.

CONSIDER PRELIMINARY PLAT SHORT CREEK SUBDIVISION BLOCK 21 AMENDED.

A preliminary plat, submitted by Virginia Canepari, for a five-lot subdivision located near the Central Street creek crossing was presented. It was noted that the preliminary plat had been reviewed and considered by the Planning Commission at the January 3, 2023, meeting with a unanimous vote recommending that the Town Council approve the preliminary plat.

There was some discussion on the plat and what improvements would be required of the developer. A representative for the developer answered questions on the development. It was also noted that after preliminary plat approval the developer would then submit construction drawings that would be reviewed and approved by staff prior to construction.

A motion was made by Alma Hammon to approve the preliminary plat for Short Creek Subdivision Block 21 Amended. There was a second by Jerusha Darger. All voted in favor. Motion passed.

Ratification of Federal Aviation Administration (FAA) Grant Application for Construct Parallel Taxiway

An FAA grant application was presented for ratification. It was noted that the FAA requested that the grant application for Construct Parallel Taxiway be submitted prior to December 31, 2022, and that the Town received the grant application and Mayor Ream signed it on December 14, 2022.

The grant application is for \$1,468,799 federal amount with a state and local match of \$72,101 each for a total project amount of \$1,613,001. It was also explained that after the bids for the project are received and verified, the FAA will submit a grant offer for the exact amount of the project, which will be presented for Council acceptance.

A motion to ratify the Mayor signing the FAA Grant application for Construct Parallel Taxiway was made by Nathan Burnham, followed by a second from Alma Hammon. All voted in favor. The motion was passed.

CONSIDER RESOLUTION DECLARING ORDINANCE 2023-04 ADOPTING TITLE XI BUSINESS REGULATION CHAPTER 112 REGULATING SHORT TERM RENTALS A PUBLIC RECORD

The staff have been working on an ordinance that would require short-term rentals to have a permit issued by the Town. It was explained that the process for adopting Ordinances allows for the Ordinance to be read by title only but it must be declared a public record by resolution first.

A motion was made by Jerusha Darger to adopt Resolution 2023-04 Declaring Ordinance adopting Title XI Business Regulations Chapter 112 relating to regulating short term rentals and vacation rentals a public record. It was followed by a second from Nathan Burnham. All voted in favor. Motion passed.

FIRST READING, BY TITLE ONLY, ORDINANCE 2023-04 ADOPTING TITLE XI BUSINESS REGULATION CHAPTER 112 REGULATING SHORT TERM RENTALS

Ordinance 2023-04 was presented, and it was explained that as part of the legislation passed during the 2022 legislative session the legislature amended ARS 9-500.39 to allow the municipalities to require Short Term Rentals (STRs) to be registered with the municipalities and allowed a few regulations.

It was reported to the Council that staff using a League developed model ordinance and language from some other municipalities had developed this ordinance for the Town.

It was also explained that after the ordinance is adopted and goes into effect the existing STRs will have 30 days to complete the registration with the Town and new STRs will need to register with the Town prior to offering the property for rent.

The proposed ordinance will require the short-term rental properties to:

- Be registered with the Town
- Have a valid TPT number with the State Department of Revenue
- Notify the Mohave County Assessor of the property's use
- Post in a conspicuous place near the entry the property address and emergency contact information for the property.
- Have owner and/or manager background checks

The proposed ordinance also makes provisions for potentially suspending or revoking a permit if the property is used for purposes not permitted in residential areas or for illegal purposes and assessing fines for noncompliance.

Staff requested the Council to have the proposed ordinance read by title only.

A motion was made by John Chatwin to read Ordinance 2023-04 by title only Ordinance adopting Title XI Business Regulations Chapter 112 relating to regulating short term rentals and vacation rentals. There was a second made by Jerusha Darger. All voted in favor. Motion Passes.

The Town Clerk then read Ordinance 2023-04, by title only into the record.

UPDATE ON NOTICE OF CLAIM

There was a motion made by John Chatwin to enter into Executive Session, with a second from Alma Hammon.

Regular Council meeting was recessed at 6:41 pm

Council Meeting was resumed at 6:48 pm

BUDGET REPORT AND ORDER TO PAY DUE CLAIMS

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

A motion was made by Alma Hammon to accept the budget report and order to pay due claims. There was a second by Nathan Burnham. All voted in favor. Motion passed.

COUNCIL COMMENTS

There were some questions and short discussion on general items.

ADJOURNMENT 7:06 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 17th day of January 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 13th day of February 2023


Town Clerk

