

SUMMARIZED MINUTES OF THE TOWN OF COLORADO CITY COUNCIL MEETING HELD MONDAY, JULY 17, 2023, AT 25 S CENTRAL STREET, COLORADO CITY, ARIZONA

Meeting was called to order at 6 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, Thomas Holm, and Nathan Burnham.

The Pledge of Allegiance was led by Councilmember Alma Hammon.

MINUTES OF PRIOR MEETINGS

The minutes of the June 12, 2023, meeting was presented. There was one correction noted.

A motion was made by Alma Hammon to approve the minutes of the June 12, 2023, regular meeting with corrections. There was a second from Jerusha Darger, and all voted in favor.

PUBLIC COMMENT/INFORMATIONAL SUMMARIES

No public comments

6:03 PM CLOSED REGULAR MEETING, OPENED A BUDGET HEARING FOR THE 2023-2024 FISCAL YEAR

Town Manager Vance Barlow presented the tentative budget, which was adopted on June 12, 2023, Changes were noted and explained.

6:05 PM BUDGET HEARING WAS CLOSED AND REGULAR MEETING RESUMED.

CONSIDER RESOLUTION ADOPTING FINAL BUDGET FOR 2023-2024 FISCAL YEAR

Town Manager Vance Barlow presented the tentative budget which was adopted June 12, 2023. He explained that the total amount cannot be changed, once it is approved by The Town Council only allocation items can be adjusted. No significant changes were made from the tentative budget to the final budget. Overall, the final proposed budget is \$871 less than that tentative budget.

DEPARTMENT REPORTS

The department reports were in the information packet. The department heads clarified information and answered questions in order, as directed by the mayor.

Airport

Airport Manager Ladell Bistline reported on the Private Hangers, Parallel Taxiway Project, and the bids for the Taxiway Project. He also talked about the runway maintenance and the use of the city's new FOD Boss to keep the runway safe for the increased turbine engine aircrafts.

Building

Building Official Andrew Barlow has been working on the SSP (State Special Projects) Grant. There were no questions from the public or the council.

Marshall

Chief Robbins Radley didn't have anything to add to the report that is in the Council Packet. Town Manager Vance Barlow touched on the new tower that will be constructed soon. There were no questions from the public or the council.

Public Works

Public Works Director John Todd Barlow has the second "Broom" that the city purchased "up and running." It is used and needed some work, but it should last for 5 more years or longer. There was a focus on repainting the lines at some of the 4 ways and cleaning the streets for Independence Day.

Utilities

Field Operations Manager Nathan Fischer reported on the water situation. Right now, we are at a "Stage 4" water restriction. Well #21 is working again. The 1-million-gallon tank was at 0% this morning, but now it is at 4%. Well 17 will start construction next week. Water is being pumped at 930 gallons per min. with the current wells.

Administration Department

Town Manager, Vance Barlow went over the major purchases, i.e. two new trucks. The FAA has agreed to increase their funding for the new runway. Vance is working to get the title transfer finalized for the Town for the water treatment plant yard on Township & Richard as well as the well sites at Mohave & Richard. All of the UEP questions have been fulfilled.

CONSIDER ZONING MAP AMENDMENT -- PARCEL 404-53-480 FROM RE-1A RESIDENTIAL ESTATE TO R-12 SINGLE FAMILY RESIDENTIAL

Town Manager Vance Barlow presented this item. The Planning Commission considered the request for zoning map amendment by Ronald Jessop at the July 10, 2023, Planning Commission meeting and recommended that the Town Council approve the zoning map amendment. The developer's intent of this rezone is to split the lot to develop an additional single family residential.

Nathan Burnham made a motion to adopt Ordinance 2023-16 rezoning Parcel 404-53-480 from RE-1A Residential Estate to R-12 Single Family. Jerusha Seconded the motion. All Council Members voted in favor.

CONSIDER ZONING MAP AMENDMENT -- PARCEL 404-53-240 FROM R1-20 SINGLE FAMILY RESIDENTIAL TO C-2 COMMUNITY COMMERCIAL

Town Manager Vance Barlow explained that the Planning Commission considered the request for zoning map amendment by Stacy Seay and recommended that the Town Council approve the zoning map amendment. The Developers' intent is to develop a small commercial establishment on the property.

John Chatwin made a motion to adopt Ordinance 2023-17 rezoning Parcel 404-53-240 from R1-20 Single Family Residential to C-2 Community Commercial. Vice Mayor Dalton Barlow seconded the motion. All Council Members voted in favor.

RATIFY AMENDED FAA AIP GRANT 3-04-0076-028-2023 CONSTRUCT TAXIWAY A-EAST

Town Manager Vance Barlow presented this item. He noted that the bids for the Construct Taxiway A-East were opened at a bid opening on June 23, 2023, and the bids were then tabulated. He explained that based on the lowest qualified bid the FAA increased the amount of funding they would provide in order to have a complete project and the amended grant was signed by the Mayor and returned. The amended grant provides funding sufficient to construct both schedules I & II with lights. 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 grant funding from the FAA was increased from \$1,468,799 to \$1,619,596 with the Town and State match each increased from \$72,101 to \$79,504.

Nathen Burnham made a motion to ratify the amended FAA AIP grant 3-04-0076-023-2023 for Construct Taxiway A-East in the amount of \$1,619,596,406 and approve the local match estimated to be \$79,504. Alma Hammon seconded the motion. All in favor, none apposed.

CONSIDER BID AWARD FOR CONSTRUCT TAXIWAY A-EAST

Presented by Vance Barlow, Town Manager / LaDell Bistline Sr. Airport Manager

JNJ Engineering Construction, Inc. was the low bid on the Airport Construct Taxiway A-East and the engineers have reviewed the bid and recommended that the bid for this project be awarded to JNJ Engineering Construction Inc. in the Amount of \$1,604,091.

Thomas Holm made a motion to award the bid in the amount of \$1,604,091 to JNJ Engineering, Inc. for Construct Taxiway A-East. Nathan Burnham seconded the motion. All in favor, none apposing.

CONSIDER CONSTRUCTION CONTRACT WITH JNJ ENGINEERING CONSTRUCTION, INC FOR CONSTRUCT TAXIWAY A-EAST

A contract with JNJ Engineering Construction, Inc. for Construct Taxiway A-East was presented for Council consideration. This contract had been sent to the Town's legal counsel for review. It was recommended that the contract be approved contingent upon legal review. When the legal review is completed, the Town can then sign the contracts and issue notice to proceed without further Council action.

Nathan Burnham made a motion to approve the contract with JNJ Engineering Construction, Inc. for Construct Taxiway A-East contingent upon legal review. John Chatwin seconded the motion. All voted in Favor.

**CONSIDER APPROVING MASTER AGREEMENTS WITH WOOLPERT (JVATION)
FOR AIRPORT CONSULTING & ENGINEERING SERVICES**

Staff Presenter: LaDell Bistline Sr., Airport Manager

Airport Manager LaDell Bistline addressed the Council. He noted that in February 2023 the Town published and advertised for statements of qualifications for Airport engineering & planning services. The Town received one submission from Jviation, Inc. (a Woolpert Company). The submission was reviewed and scored by the Airport Advisory Committee with a recommendation to enter into a new five-year contract with Jviation. He explained Jviation is owned by Woolpert, Inc. and so the new contracts are with Woolpert.

Planning Services Master Agreement with Jviation, Inc. from St. George, UT. The Master Agreement will be for one (1) year to be automatically renewed every year for a maximum of five (5) years.

Architectural / Engineering and Construction Management Services Master Agreement with Jviation, Inc. from St. George, UT. The Master Agreement will be for one (1) year to be automatically renewed every year for a maximum of five (5) years.

The proposed master service agreements were presented for Council consideration and possible approval. The agreements were sent for review by legal counsel. The recommendation was to approve the two master agreements with Woolpert, Inc for airport consulting services pending final legal review.

Alma Hammon made a motion to approve the Planning Services Master Agreement with Woolpert Inc. pending final legal review and also to approve the Architectural / Engineering and Construction Management Services Master Agreement with Woolpert, Inc. pending final legal review. Jerusha Darger seconded the Motion. All voted in favor.

SECOND READING OF ORDINANCE 2023-15 ADOPTING AMENDMENTS TO THE TOWNS TRANSACTION PRIVILEGE TAX RATES

At the May 15 meeting the Town Council approved posting a notice of intent to raise some TPT rates for the local sales tax options. Ordinance 2023-15 Adopting Amendments to the Towns Transaction Privilege Tax Rates had a first reading in full at the June 12, 2023, Town Council meeting. Presented for a second reading in full was the proposed ordinance setting the food for home consumption tax and the use tax at 3% each.

Nathan Burnham made a motion to read in full Ordinance 2023-15 Adopting Amendments to the Towns Transaction Privilege Tax rates. Jerusha Darger seconded the motion. All voted in favor.

Town Clerk Rosie White read Ordinance 2023-15 adopting amendments to the Town Transaction Privilege Tax in full as a second reading in the adoption process.

CONSIDER ADOPTION OF ORDINANCE 2023-15 ADOPTING AMENDMENTS TO THE TOWNS TRANSACTION PRIVILEGE TAX RATES

Town Manager Vance Barlow noted that after the Ordinance had the second reading the Town Council would need to make a formal motion to adopt Ordinance 2023-15 Adopting Amendments to the Towns Transaction Privilege Tax rates. He explained the effective date of the changes would be September 1, 2023. ADOR regulations require that any changes to tax rates become effective on the first day of a month. It was noted that the draft ordinance was sent to ADOR as required and the final signed copy would have to be submitted to them within 10 days of adoption.

Nathan Burnham made a motion to adopt Ordinance 2023-15 Adopting Amendments to the Towns Transaction Privilege Tax rates. Mayor Howard Ream seconded the motion. All voted in favor.

CONSIDER APPOINTMENT OF DEPUTY TOWN CLERK

Deputy Town Clerk Donna Black put in her notice that she would be quitting in May 2023. The position was posted for approximately one month and the Town received several applications which were screened for completeness and references were checked. Four of the applicants were invited and scheduled for interviews. The applicants were interviewed by a committee consisting of Town Clerk Rosie White, Town Manager Vance Barlow, and Mayor Howard Ream. A job offer was made to Shirley Zitting. She accepted the offer and began working for the Town on Monday July 3rd, 2023. It was felt by the staff that the appointment of Deputy Town Clerk should be done by the Town Council.

John Chatwin made the motion to remove Donna Black as Deputy Town Clerk and appoint Shirley Zitting Deputy Town Clerk for the Town of Colorado City. Jerusha Darger Seconded the motion. All voted in favor.

THERE WAS NO EXECUTIVE SESSION AT THIS MEETING

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 Jerusha Darger to accept the budget and order to pay due claims. There was a second by John Chatwin. All voted in favor. Motion passed.

COUNCIL COMMENTS

This time is for any Council Member to bring up other items for awareness. The Council will not be able to take action on items brought up at this time. The Council can direct staff to do additional research on matters and/or schedule them for action on a future agenda.


Per State Statute (A.R.S §38-431.02(K)(2) The public body does not propose, discuss, deliberate or take legal action at that meeting on any matter in the summary unless the specific matter is properly noticed for legal action.

ADJOURNMENT 7:00 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 July 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 11th day of September 2023


Town Clerk

