

Upon notice duly given under Arizona Revised Statutes, Section 38-431, et seq., as amended, the City Council of the City of Bullhead City held a regularly scheduled meeting on Tuesday, February 17, 2015 in the City Council Chambers, 1255 Marina Boulevard, Bullhead City, Arizona.

**CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE**

Mayor Brady called the meeting to order at 5:30 p.m. and invited Pastor Bruce Rahlf of the River Chapel Assembly of God to deliver the invocation. Council Member McClure led the assembly in the Pledge of Allegiance to the Flag.

**ROLL CALL**

Council Present

Brady, Clark, D'Amico, Duvall, McClure, Ring, Shutts

Council Absent

None

Staff Present:

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CITY MANAGER: ~~Toby Cotter~~  
HUMAN SERVICES/TRANSIT DIRECTOR: Susan Betts  
CITY ATTORNEY: Garnet Emery  
CITY CLERK: Susan Stein  
POLICE CHIEF: Brian Williamson  
FINANCE DIRECTOR: Rudy Vera  
PUBLIC WORKS DIRECTOR: Pawan Agrawal

**PRESENTATIONS AND PROCLAMATIONS**

1. Proclamation declaring March 2, 2015, as "Read Across America Day."

Mayor Brady read the proclamation and urged parents to read to their children every day.

**OPEN CALL TO THE PUBLIC**

Mayor Brady opened the call to the public. Having no one else present wishing to speak, Mayor Brady closed the call to the public.

**AGENDA MODIFICATIONS**

None

**WAIVER MOTION**

**MOTION:** Vice Mayor Duvall made a motion to waive the reading in full of all ordinances and resolutions presented for adoption at this meeting. Councilor McClure seconded the motion.

**VOTE:** AYES: Brady, Clark, D'Amico, Duvall, McClure, Ring, Shutts NAYS: None  
ABSENT: None

**MOTION CARRIED**

## **MANAGER'S REPORT**

City Manager Cotter thanked the community for their participation in both the Blue Grass Festival and AYSO Soccer Tournament events. He said a special City Council meeting would be held on February 23 to hear staff presentations and take public comment regarding the River Regatta event.

## **MAYOR'S COMMENTS**

Mayor Brady stated he was impressed with the number of adults and children participating in the Soccer Tournament over President's Day weekend. He said local businesses prosper during the special events held in Bullhead City, and said the recent Blue Grass Festival and AYSO Soccer Tournament were successful. He said he also wanted to clarify to the public that no recycled water was currently being used at Rotary Park.

## **CURRENT EVENTS**

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~~Councilor Ring stated that she was also impressed with the number of people in attendance during the recent special events held in the city.~~

## **ITEMS WITHDRAWN FROM CONSENT AGENDA**

None

## **CONSENT AGENDA**

**MOTION:** Councilor Clark made a motion that items 1 through 4 on the consent agenda be approved in accordance with the reports, certifications and recommendations furnished each Councilor and without further discussion. Councilor McClure seconded the motion.

**VOTE:** AYES: Brady, Clark, D'Amico, Duvall, McClure, Ring, Shutts NAYS: None  
ABSENT: None

## **MOTION CARRIED**

Items on the consent agenda were approved as follows:

1. Approval of the minutes of the Regular Council Meeting held on February 3, 2015. (City Clerk Stein)
2. Authorize/ratify the submission of an annual Performance Review Letter to the Arizona Attorney General Victims' Rights Program on behalf of the Bullhead City Prosecutor's Office/Crime Victim Services Unit for funds in the amount of \$10,100.00, and appoint the City Manager, or his designee, as agent of the Mayor and City Council to sign all resulting documents on behalf of the city. (Chief Prosecutor Rogers)
3. Authorize/ratify the submission of an annual Performance Review Letter to the Arizona Attorney General victims' Rights Program on behalf of the Bullhead City Police Department/Crime Victim Services Unit for funds in the amount of \$10,100.00, and appoint the

City Manager, or his designee, as agent of the Mayor and City Council to sign all resulting documents on behalf of the city. (Police Chief Williamson)

4. Discussion and possible action to approve: 1) the Name Change Amendment Revised Property Escrow Agreement for the First Amended Final Plat of the Ridge at Fox Creek Tract 5147, Brookfield Residential Communities LLC, in substantial form as submitted with the original revised escrow agreement recorded with the Mohave County Recorder at Fee No. 2014026953, and; 2) authorize the Mayor to execute the amendment on behalf of the city. (City Attorney Emery)

**PUBLIC HEARINGS ON ITEMS PULLED FROM CONSENT AGENDA**

None

**BOARD/COMMISSION/COMMITTEE APPOINTMENTS**

5. Discussion and possible action to appoint a citizen to serve on the Bullhead City Municipal Property Corporation to fill a partial term effective February 17, 2015, and expiring on September 30, 2017. (City Clerk Stein)

City Clerk Stein said the city received one application from Frank Waters to fill the vacant position on the Municipal Property Corporation.

Frank Waters stated that he was a licensed attorney, and said he was interested in learning more about municipal operations.

**MOTION:** Councilor McClure made a motion to appoint Frank Waters to serve on the Bullhead City Municipal Property Corporation to fill a partial term effective February 17, 2015, and expiring on September 30, 2017. Councilor Shutts seconded the motion.

**VOTE:** AYES: Brady, Clark, D'Amico, Duvall, McClure, Ring, Shutts NAYS: None  
ABSENT: None

**MOTION CARRIED**

6. Discussion and possible action to appoint a citizen to serve on the Bullhead City Board of Adjustment to fill a partial term effective February 17, 2015, and expiring on June 30, 2016. (City Clerk Stein)

City Clerk Stein said the city received one application from Frank Jacobs to fill the partial term on the Board of Adjustment.

Frank Jacobs stated he would like to become more involved in serving the city, and said he served as a former chamber of commerce president and honorary mayor when he lived in Sylmar, California.

**MOTION:** Councilor Ring made a motion to appoint Frank Jacobs to serve on the Bullhead City Board of Adjustment to fill a partial term effective February 17, 2015, and expiring on June 30, 2016. Councilor D'Amico seconded the motion.

**VOTE:** AYES: Brady, Clark, D'Amico, Duvall, McClure, Ring, Shutts NAYS: None  
ABSENT: None

**MOTION CARRIED**

7. Discussion and possible action to appoint a citizen to serve on the Bullhead City Planning and Zoning Commission to fill a partial term effective February 17, 2015, and expiring on June 30, 2016. (City Clerk Stein)

City Clerk Stein stated the city received five applications to fill the partial term, which was vacated by former Chairman Jim Dykens. She said the term expires on June 30, 2016.

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~~Frank Jacobs stated he was a former ICC attorney who could assist the city with various aspects.~~

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Steven Chris Maurer stated he was currently a planning coordinator for Mohave Electric Cooperative, and said he would like an opportunity to serve the city. He said he was an active volunteer with the Elks in the community.

Norma Brummett stated she served as a City Councilmember for Mount Vernon, Washington, for 19 years, and said she would love the opportunity to serve on the Planning and Zoning Commission for Bullhead City.

**MOTION:** Councilor McClure made a motion to appoint Steven Chris Maurer to serve on the Bullhead City Planning and Zoning Commission to fill a partial term effective February 17, 2015, and expiring on June 30, 2016. Councilor D'Amico seconded the motion.

**VOTE:** AYES: Brady, Clark, D'Amico, Duvall, McClure, Ring, Shutts NAYS: None  
ABSENT: None

**MOTION CARRIED**

8. Discussion and possible action to appoint a citizen to serve on the Bullhead City Building Board of Appeals to fill one partial term effective February 17, 2015, and expiring on June 30, 2015, OR expiring on June 30, 2016. (City Clerk Stein)

City Clerk Stein stated that the city received one application from Frank Jacobs to serve on the Board of Appeals. She said there were two positions available with different expiration dates. She said one term expired on June 30, 2015 and the other expired on June 30, 2016. She said the Council had the option to appoint Mr. Jacobs to either term.

Mayor Brady asked City Manager Cotter to explain how often the boards met. City Manager Cotter said that particular boards or commissions met infrequently, and said he could count on one hand the number of meetings held by the Board of Adjustment and the Board of Appeals over the past five years. He said Mr. Jacobs would not be burdened by serving on multiple boards.

Councilor McClure asked if the Council could appoint an applicant who was not appointed tonight to the Planning and Zoning Commission to the second vacant position on the Board of Appeals.

Councilor Shutts suggested appointing Mr. Jacobs tonight and re-advertising the open position to the public.

Councilor D'Amico asked if the applicants present tonight would have to apply for the particular position. City Attorney Emery stated the preferred process would be to re-advertise the available position.

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**MOTION:** Councilor Shutts made a motion to appoint Frank Jacobs to serve on the Bullhead City Building Board of Appeals to fill one partial term effective February 17, 2015, and expiring on June 30, 2015. Councilor Ring seconded the motion.

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**VOTE:** AYES: Brady, Clark, Duvall, McClure, Ring, Shutts NAYS: D'Amico  
ABSENT: None

**MOTION CARRIED**

**PUBLIC HEARINGS ON LIQUOR LICENSE APPLICATIONS**

9. **PUBLIC HEARING.** Discussion and possible action to make a recommendation to the Arizona Department of Liquor Licenses and Control to either approve or deny the Special Event Liquor License Application submitted by Michael A. Bell on behalf of the Rotary Club of Bullhead City for the Burro BBQ fundraising event to be held on Saturday, April 11, 2015 in Rotary Park located at 2315 Balboa Drive in Bullhead City. (City Clerk Stein)

Michael Bell invited the community to attend the 65<sup>th</sup> Annual Burro BBQ fundraising event on behalf of the Rotary Club of Bullhead City.

Mayor Brady opened the public hearing. Having no one present wishing to speak, Mayor Brady closed the public hearing.

**MOTION:** Councilor D'Amico made a motion make a recommendation to the Arizona Department of Liquor Licenses and Control to approve the Special Event Liquor License Application submitted by Michael A. Bell on behalf of the Rotary Club of Bullhead City for the Burro BBQ fundraising event to be held on Saturday, April 11, 2015 in Rotary Park located at 2315 Balboa Drive in Bullhead City. Vice Mayor Duvall seconded the motion.

**VOTE:**        AYES: Brady, Clark, D’Amico, Duvall, McClure, Ring, Shutts    NAYS: None  
                  ABSENT: None

**MOTION CARRIED**

10. **PUBLIC HEARING.** Discussion and possible action to make a recommendation to the Arizona Department of Liquor Licenses and Control to either approve or deny the Special Event Liquor License Application submitted by Michael A. Bell on behalf of the Rotary Club of Bullhead City for the Slab-O-Rama BBQ Contest and Octoberfest fundraising event to be held on Friday, October 9 and Saturday, October 10, 2015, in Rotary Park located at 2315 Balboa Drive in Bullhead City. (City Clerk Stein)

Michael Bell stated this was the second year the Rotary Club would hold this event, and said last year’s event was very successful. He said they looked forward to another great weekend.

Mayor Brady opened the public hearing. Having no one present wishing to speak, Mayor Brady closed the public hearing.

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**MOTION:**    **Vice Mayor Duvall made a motion to make a recommendation to the Arizona Department of Liquor Licenses and Control to approve the Special Event Liquor License Application submitted by Michael A. Bell on behalf of the Rotary Club of Bullhead City for the Slab-O-Rama BBQ Contest and Octoberfest fundraising event to be held on Friday, October 9 and Saturday, October 10, 2015, in Rotary Park located at 2315 Balboa Drive in Bullhead City. Councilor Clark seconded the motion.**

**VOTE:**        AYES: Brady, Clark, D’Amico, Duvall, McClure, Ring, Shutts    NAYS: None  
                  ABSENT: None

**MOTION CARRIED**

**ACTION ITEMS**

**Building, Planning and Zoning Items**

None

**Bid Awards, Contracts, Intergovernmental Agreement, and Purchases**

11. Discussion and possible action to waive the requirement to obtain formal written bids for a project over \$35,000 and direct the City Manager to enter into a contract, in substantial form, with Manhole Coatings LLC of Scottsdale, Arizona, for the 2015 Complete Manhole Rehabilitation Project in an amount not to exceed \$42,980.00, and to authorize the City Manager to execute all other appropriate documents and approve resultant payments. Funding for this purchase was included in the FY 2014-2015 Wastewater Operations budget. (Public Works Director Agrawal)

Public Works Director Agrawal stated each year the city rehabs five to ten manholes. He said last year they sent out two bid requests to secure additional bids for this work, but said only one bid was received each time. He said staff located a contractor to perform the work at a reasonable price;

however, the price was above the \$35,000 threshold and required Council approval. He said the proposed amount was significantly lower than the initial bid received.

Councilor Shutts asked if the one bid received was in a greater amount than the proposed contract amount. Public Works Director Agrawal stated the first bid was four times the proposed amount, and said the second bid brought a price that was three times the proposed amount.

Vice Mayor Duvall stated he understood why staff was bringing this to Council for approval, but asked if it would set a precedent for future bids. City Attorney Emery said this was a special case with justification, and said the Engineering Department had made two separate attempts to secure bids through formal bidding. He said it appeared this was best way to provide services to the city with the most beneficial terms.

Mayor Brady stated the work would consist of the complete rehabilitation of five manholes going approximately 22 feet underground.

Councilor Clark stated, because of the depth of the manholes, additional safeguards would need to be taken on this type of project.

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Mayor Brady asked if anyone from the public wanted to speak. No one from the public spoke.

**MOTION:** Councilor Shutts made a motion to waive the requirement to obtain formal written bids for a project over \$35,000 and direct the City Manager to enter into a contract, in substantial form, with Manhole Coatings LLC of Scottsdale, Arizona, for the 2015 Complete Manhole Rehabilitation Project in an amount not to exceed \$42,980.00, and to authorize the City Manager to execute all other appropriate documents and approve resultant payments. Councilor Clark seconded the motion.

**VOTE:** AYES: Brady, Clark, D'Amico, Duvall, McClure, Ring, Shutts NAYS: None  
ABSENT: None

**MOTION CARRIED**

**Other Business**

12. Discussion and possible action to accept the citywide projects list as presented. (City Manager Cotter)

City Manager Cotter said staff presents a citywide projects list for the Council's notification each quarter. He said Councilor Clark previously requested they add the project budget and costs to date to the report, and said that information had been included in the report. He said the list was designed to provide additional information to the Council and the public regarding Public Works projects.

Mayor Brady asked if staff was concerned that the lift station replacement project at Rotary Park was taking longer than expected. Public Works Director Agrawal stated the contractor was working 20 feet below the water level, close to the river; and said considerable effort had to be made to secure the project. He said staff had no concerns about this project.

Mayor Brady asked if anyone from the public wanted to speak. No one from the public spoke.

**MOTION:** Councilor McClure made a motion to accept the citywide projects list as presented. Vice Mayor Duvall seconded the motion.

**VOTE:** AYES: Brady, Clark, D'Amico, Duvall, McClure, Ring, Shutts NAYS: None  
ABSENT: None

**MOTION CARRIED**

**COUNCIL REQUESTED ITEMS**

None

**ADJOURNMENT**

**MOTION:** Councilor McClure made a motion to adjourn. Vice Mayor Duvall seconded the motion.

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**VOTE:** AYES: Brady, Clark, D'Amico, Duvall, McClure, Ring, Shutts NAYS: None  
ABSENT: None

**MOTION CARRIED**

There being no further business to come before the Council, the Mayor declared the meeting adjourned at 6:26 p.m.

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct record of the minutes of the regular meeting of the City Council of the City of Bullhead City held on the 17th day of February 2015. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 3rd day of March 2015.

  
Susan Stein, MMC, CPM  
City Clerk