

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 Special Meeting on Tuesday, May 16, 2023, in the Council Chambers, 1255 Marina Blvd., Bullhead City, Arizona.

CALL TO ORDER

Mayor D’Amico called the special meeting to order at 3:00 p.m.

ROLL CALL

Council Present

Alfonzo, D’Amico, Head, Hecht, Lizarraga, Ring

Council Absent

None –Vacant Seat

Staff Present:

CITY MANAGER: Toby Cotter

CITY ATTORNEY: Garnet Emery

CITY CLERK: Susan Stein

HUMAN SERVICES DIRECTOR: Jeff Tipton

ANIMAL SHELTER MANAGER: Alyson Harms

DISCUSSION ITEM(S)

1. Discussion regarding the new Bullhead City Animal Shelter.

City Manager Cotter said the Council had previously toured the Mohave Daily News building, the site of the city’s new animal shelter facility. He said today they would discuss the design and process moving forward. He said staff was working on a survey to collect the public’s input and said tours would be conducted to allow the public to see the building. He said it was important to generate public input and consensus. He said it was also important to be able to meet the objectives and needs of the community. He said the architectural firm of Selberg Associates, Inc. was hired to work on the design. He said staff would come back to the Council within a couple of months with a contractor and bid based on the design of the building.

Rob Sampson of Selberg Associates, Inc. said this was a team effort, and they were happy to be able to work with the city on this project. He said the building would meet two needs of the city; a new animal shelter and climate-controlled police storage space. He said the storage space would not be connected to the shelter. He said they met with a committee regarding the initial planned construction of a new animal shelter and learned a lot. He said the facility was modeled after a facility in Las Vegas, and said it would be happy and bright. He said the entrance would be made more welcoming for people coming in to find a new family member. He said the cat condominiums would be placed facing the lobby, be flexible and be able to split off to the side. He said restrooms would be available off of the lobby. He said some of the existing offices and two training rooms would be re-purposed. He said the fire wall would not be reconstructed and they would work around it.

Mr. Sampson said they would create flexible spaces for getting acquainted with a prospective family member, and possibly hold birthday parties, cat yoga, or other events. He said the kennels for dogs would be located on the other side of the fire wall, and the kennels could be guillotined for additional space if required. He said isolation areas for dogs and cats and a euthanasia room were

planned. He said an area was earmarked for a veterinarian with a separate entrance and exam rooms. He said a sick animal would come through that entrance instead of the entrance for the general population. He said a dog washing station for public use for a fee was proposed to help the shelter become more self-sustaining.

Mayor D'Amico said he would like to separate the dogs' and cats' isolation areas by the entrances. He said he would like to have the walking areas covered. He said ventilation was important, and said he wanted to make sure there were no odors in the new facility. He said skylights would be installed over the kennel areas to allow the animals to have some natural light.

Animal Shelter Manager Harms said one of the isolation areas would be for animal control's use after hours for emergency calls.

City Manager Cotter said they were not tackling the parking lot today. He said the city would take over the entire parking lot, and the alley would remain open for the public. He said the parking lot area would be re-designed to include a small outdoor area for the animals. He said ventilation, sound, and drainage would be state of the art. He said they were looking at changing their current process of putting animals in the freezer after euthanasia before being taken for cremation. He said the city could have a crematorium and could charge for this service.

Mr. Sampson said the cremation devices had strong filters that minimized the amount of smoke and were very popular. He said fire codes would dictate how the walls would be built to make sure the building was safe.

Mayor D'Amico said Desert Lawn's All Dogs Go to Heaven was sold and no longer offered cremations.

Council Member Alfonzo asked if one of the feline bonding areas could be used for the cats' isolation area. He said he was concerned the heat from the crematorium next to the food storage would affect the food. He said he would like an emergency alarm and an effective security system.

Mayor D'Amico said he would like to have cameras and audio throughout the building.

City Manager Cotter said radios would also be used throughout the building.

Council Member Lizarraga asked if it would be possible for the dogs and cats to wander off and possibly get into a fight.

Animal Shelter Manager Harms said anything could happen when animals were involved. She said the cat condos would have glass fronts and the meet and greets would happen behind the lobby wall in the cat area and the cats could not get out.

Council Member Hecht asked if storage areas would be available for the travel crates and portable kennels.

Animal Shelter Manager Harms said there was plenty of room for storage. City Manager Cotter said the city could designate a donation storage room.

Mayor D'Amico asked if anyone from the public wanted to speak.

Scotty McClure asked if a ramp would be built for the police storage room.

City Manager Cotter said there would be ramps at both ends with overhead doors. He asked the Council for comments regarding the dog wash.

Mayor D'Amico asked if the dog wash would be used to wash the dogs in the shelter.

Animal Shelter Manager Harms said she used the dog wash in Flagstaff for her dogs and fell in love with the concept. She said the wash was totally automated with grooming supplies. She said people could pay by app or at the facility. She said the units were priced around \$23,000. She said the estimated revenue was \$1,200 per month.

Mayor D'Amico said he thought it was a good idea, but said the dog wash could compete with local dog grooming businesses.

City Manager Cotter said they were thinking of more ideas to engage the public.

Misty Devanney said the dog wash could be promoted to the tourists and campers, as they could wash their dogs after taking them to the river and before they left for home.

Terry Constantino said she would be in support of a dog wash at the shelter.

The decision was to add the possibility of adding a dog wash unit to the survey for public comment.

City Manager Cotter said there was an opportunity to add the cremation unit during the construction process instead of adding it later.

Mayor D'Amico said the service was highly needed in the area. He said they could either lease it to a private entity or operate the service through city staff. He said he would like to have the ability to offer the option to pick up the deceased animals when required.

City Manager Cotter said he was hearing support for the cremation opportunity. He said there was a desire for emergency vet services in the area. He said they had to understand what they were looking for when hiring a veterinarian. He asked if the Council would support a full service vet with an x-ray and surgery/procedure room.

Mayor D'Amico said vet services were critically needed in the area and said people currently could not get their animals into local vets for days or weeks, even in an emergency.

City Manager Cotter said city staff would send out a survey and hold public forums to obtain input from the public.

Council Member Head asked if the Council could review the survey before it went out. City Manager Cotter confirmed.

Council Member Hecht asked if there were accommodations for other types of animals that were brought in.

Animal Shelter Manager Harms said the room next to the lobby was available to hold other animals.

2. Due to the recent City Council vacancy created upon the passing of Vice Mayor Brummett, there will be a discussion regarding the proposed Council Member application form/statement of interest, the appointment process, and dates. (This item was included on the May 16, 2023, regular council agenda for additional consideration and formal approval.)

City Manager Cotter said this was an opportunity for the Council to discuss the appointment process. He briefly read the process and meeting date information that was included in the packet. He asked for comments from the Council.

Mayor D'Amico said unfortunately there was no option to send the decision to the voters this time.

Council Member Alfonzo said he understood that people could submit an application and the Council would discuss them in a closed session.

City Manager Cotter said the decision and deliberation could not be held in closed session according to law. He said the Council could designate their choice on a ballot that would be read in public by the City Clerk. He said ballots could be provided if that was the desire of the Council.

Council Member Hecht confirmed the application would contain a written statement of interest and not on a specific form. She said she would like to go with the ballot option.

Council Member Head asked about the five minute time frame for the applicants' presentations to the Council. He asked if the Council Members could ask questions beyond that time frame.

City Manager Cotter said the time frame and question and answer period would be up to the Council.

Council Member Lizarraga suggested appointing the candidate that received the higher number of votes at the last election, but was not elected.

Discussion ensued about the length of time for applicant presentations and length of time for Council questions.

City Attorney Emery said the Council was not limited as to how the process would be conducted. He said they could have as much regiment or as much discretion as they wanted.

The consensus of the Council was to limit applicant presentations to not more than three minutes each; and limit the time for each Council Member's questions to two minutes. The Council requested that ballots be provided for the Council to mark their preference after which the City Clerk would read the results; and if after three rounds of voting there was still a tie; a motion could be made for appointment of the candidate. They requested that appointments be made in 20-minute maximum increments.

Mayor D'Amico asked if anyone from the public wanted to speak.

Scotty McClure said he would like to hold an election but understood that state law would not permit it. He said he would like someone that was not circulating petitions for the 2024 election to fill the seat.

ADJOURNMENT

Mayor D'Amico declared the special meeting adjourned at 4:35 p.m.

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct record of the special meeting of the City Council of the City of Bullhead City held on the 16th day of May 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 6th day of June 2023.



Susan Stein, MMC, CPM
City Clerk

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, May 16, 2023, in the City Council Chambers, 1255 Marina Boulevard, Bullhead City, Arizona.

CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor D’Amico called the meeting to order at 5:30 p.m. and invited Pastor Michael Kern from Calvary Chapel to deliver the invocation. The Mohave High School ROTC Color Guard presented the colors and Mohave High School student Kaeden Fitzgerald sung the National Anthem. Staff Sergeant Matthew Burns, U. S. Army, led the assembly in the Pledge of Allegiance to the Flag.

ROLL CALL

Council Present

Alfonzo, D’Amico, Head, Hecht, Lizarraga, Ring

Council Absent

None – Vacant Seat

Staff Present:

CITY MANAGER: Toby Cotter

CITY ATTORNEY: Garnet Emery

CITY CLERK: Susan Stein

POLICE CHIEF: Robert Trebes

FINANCE DIRECTOR: Rudy Vera

PUBLIC WORKS DIRECTOR: Angie Johnson

UTILITIES DIRECTOR: Absent

HUMAN SERVICES DIRECTOR: Jeff Tipton

DEVELOPMENT SERVICES DIRECTOR: Saritti Chooniyom

PRESENTATIONS AND PROCLAMATIONS

1. Retirement of Military Banners Presentation by the Tri-State Military Moms, Inc.

Mayor D’Amico presented “Welcome Home” certificates to the retiring military members. Members of the Tri-State Military Moms read the biographies of each member and the retired banners were presented.

Mayor D’Amico called for a short break at 6:01 p.m. and reconvened the meeting at 6:12 p.m.

OPEN CALL TO THE PUBLIC

Mayor D’Amico opened the call to the public.

Sue Demarco provided information on the “Vets for Pets” and the Kirk Tracy Memorial Walk fund raising events.

Pastor Steven Brown of Praise Chapel and Food for Families provided information on the monthly food giveaway event. He invited the public to attend their annual tent revival.

Grace Telsner requested the city remove the salt cedar trees on Bullhead Parkway and Highway 95 near Culver’s Restaurant.

Linda Saldana provided information on the Veterans United Memorial Day Program to be held on Memorial Day.

Steven Lee discussed the need for the city to have access to more local food and energy.

Bart Anderson asked if the city could pass an ordinance to protect the city from migrants being brought in and dropped off.

Scotty McClure said a fire occurred at his neighbor's home and no one knocked on his door to inform him. He said he did not hear the fire trucks because he was sleeping.

Bo Hellams invited the Chamber of Commerce members to attend the Bowties and Bourbon Installation Award Ceremony to be held on May 20th.

Having no one else present wishing to speak, Mayor D'Amico closed the call to the public.

AGENDA MODIFICATIONS

None

WAIVER MOTION

MOTION: Council Member Hecht made a motion to waive the reading in full of all ordinances and resolutions presented for adoption at this meeting. Council Member Alfonzo seconded the motion.

VOTE: AYES: Alfonzo, D'Amico, Head, Hecht, Lizarraga, Ring
NAYS: None ABSENT: None

MOTION CARRIED

MANAGER'S REPORT

1. Summer Recreation Program

Recreation Supervisor Claire Adams provided information on registration to attend classes at the "Summer Adventure Camp."

2. New Animal Shelter Update

City Manager Cotter said the Council held a work session that afternoon to discuss the proposed new shelter design and amenities.

3. 2022-2023 Fiscal Year Street Program

Public Works Director Johnson said staff had performed 1,268,101 square yards of maintenance on city streets this year. She said this represented 30 percent of the city's streets. She said construction work would begin on Marina Boulevard on Sunday night.

4. Community Park Splash Pad Update

City Manager Cotter said the ribbon cutting was tentatively scheduled to be held on May 26th.

MAYOR AND COUNCIL MEMBERS' REPORTS ON CURRENT EVENTS

Council Member Ring invited the public to attend the fourth annual "Back the Blue" Caravan to be held on May 20th.

Council Member Hecht said the new location of the food distribution event was 590 Hancock Road and not the Council Chambers.

Council Member Head said this week was "Peace Officers Memorial Week" and said another 556 names were added to the Washington Memorial.

ITEMS WITHDRAWN FROM CONSENT AGENDA

None

CONSENT AGENDA

MOTION: Council Member Head made a motion that Items No. 1 and 2 on the Consent Agenda be approved in accordance with the reports, certifications and recommendations furnished each Council Member and without further discussion. Council Member Alfonzo seconded the motion.

VOTE: AYES: Alfonzo, D'Amico, Head, Hecht, Lizarraga, Ring
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 May 2, 2023. (City Clerk Stein)
2. Adoption of Resolution No. 2023R-19 approving the extension of the Intergovernmental Agreement with Arizona State University for the sharing of data on violent deaths. (Police Chief Trebes)

PUBLIC HEARINGS ON ITEMS PULLED FROM CONSENT AGENDA

None

BOARD/COMMISSION/COMMITTEE APPOINTMENTS

None

PUBLIC HEARINGS ON LIQUOR LICENSE APPLICATIONS

3. **PUBLIC HEARING.** Discussion and possible action to make a recommendation to the Arizona Department of Liquor Licenses and Control to approve the application for an Interim Permit and Series 10 Liquor License (Beer and Wine Store), Job No. 244011, submitted by Martin Salam Banyameen for Exotics Smoke City located at 2064 Highway 95, Suite 2, in Bullhead City. (City Clerk Stein)

City Manager Cotter said staff had reviewed the application and had no issues.

Mayor D'Amico opened the public hearing. Having no one from the public request to speak, Mayor D'Amico closed the public hearing.

MOTION: Council Member Lizarraga made a motion to make a recommendation to the Arizona Department of Liquor Licenses and Control to approve the application for an Interim Permit and Series 10 Liquor License (Beer and Wine Store), Job No. 244011, submitted by Martin Salam Banyameen for Exotics Smoke City located at 2064 Highway 95, Suite 2, in Bullhead City Council Member Ring seconded the motion.

VOTE: AYES: Alfonzo, D'Amico, Head, Hecht, Lizarraga, Ring
NAYS: None ABSENT: None

MOTION CARRIED

ACTION ITEMS

Building, Planning and Zoning Items

4. Discussion and possible action to adopt Ordinance No. 2023-14 by reference, approving amendments to Chapter 6.12, Other Animals, Title 6, Animals, and Chapter 17.06, General District Requirements, Title 17, Zoning, of the Bullhead City Municipal Code concerning Backyard Chickens; and adopt Resolution No. 2023R-20 declaring the code amendment a public record. (Development Services Director Chooniyom)

City Manager Cotter said the Council sent this item to the Planning and Zoning Commission for a recommendation. He said the recommendation from the Commission was a negative vote. He said they were waiting for the state to pass legislation that would mandate the city to allow backyard chickens, and said the item had been tabled at the state level this year.

Planning Manager Loera said the only change made since the first discussion was the reduction of setbacks from 15-feet to 10-feet from side and rear property lines; including no more than six chickens on a lot less than half an acre; requiring enclosures in side or rear yards only; chickens not allowed to run at large; sanitation and drainage requirements; and the prohibition of male chickens.

Mayor D'Amico asked if anyone from the public wanted to speak.

Steven Lee spoke in support of the proposed ordinance.

Grace Telsner spoke in opposition to the proposed ordinance.

Ray from Bullhead City said he was concerned about the noise.

Kyle Fraser said he originally proposed this change, and spoke in support of the ordinance. He said the proposed law would expand the opportunity to more citizens.

Scotty McClure said he did not think the city could not pass a law that would change his deed of trust. He said he wanted to raise pot-bellied pigs and ducks but could not get the subject on the agenda for discussion.

Council Member Alfonzo provided statistics regarding the avian and poultry flu epidemic. He said the cost of raising chickens was costly, and suggested that citizens purchase their eggs at the store. He spoke in opposition to the proposed ordinance.

Council Member Hecht said she had conducted some research on backyard chickens in other communities and found there was no correlation that would lead to outbreaks or public health concerns. She said permits could be issued to sell eggs at public markets.

Planning Manager Loera said the Code Enforcement Division would check into any complaints, contact the homeowner first, followed with first, second, and third notices of violation.

Council Member Ring said raising chickens was an investment and a lot of work, and said people would be in it for the long haul. She said chicken owners should not be compared to dog owners.

Mayor D'Amico said he was in support of the ordinance and people should have the freedom to do what they wanted to do.

MOTION: Council Member Ring made a motion to adopt Ordinance No. 2023-14 by reference, approving amendments to Chapter 6.12, Other Animals, Title 6, Animals, and Chapter 17,06, General District Requirements, Title 17, Zoning, of the Bullhead City Municipal Code concerning Backyard Chickens; and adopt Resolution No. 2023R-20 declaring the code amendment a public record. Council Member Hecht seconded the motion.

VOTE: AYES: D'Amico, Head, Hecht, Lizarraga, Ring
NAYS: Alfonzo ABSENT: None

MOTION CARRIED

Bid Awards, Contracts, Intergovernmental Agreement, and Purchases

5. Discussion and possible action to approve the Third Amendment to the Agreement with Selberg Associates, Inc. of Lake Havasu City, Arizona, for professional engineering services for the design associated with the expansion of the Senior Nutrition Center in an amount not to exceed \$48,680.00; and authorize the City Manager or his designee to sign resulting documents on behalf of the city. (Public Works Director Johnson)

Public Works Director Johnson said this item represented the additional design work required for the additional square footage that was planned for the Senior Center expansion project. She said the project would be advertised for bid this Sunday.

Mayor D'Amico asked if anyone from the public wanted to speak. No one from the public spoke.

MOTION: Council Member Hecht made a motion to approve the Third Amendment to the Agreement with Selberg Associates, Inc. of Lake Havasu City, Arizona, for professional engineering services for the design associated with the expansion of the Senior Nutrition Center in an amount not to exceed \$48,680.00; and authorize the City Manager or his designee to sign resulting documents on behalf of the city. Council Member Ring seconded the motion.

VOTE: AYES: Alfonzo, D'Amico, Head, Hecht, Lizarraga, Ring
NAYS: None ABSENT: None

MOTION CARRIED

Other Business

6. Discussion and possible action to approve the concept for the proposed mural at the Little Red Schoolhouse. (Public Works Director Johnson)

Parks and Recreation Supervisor Dave Heath said the proposed mural would be consistent with the themes to be found in the Backyard Education Gardens Project. He said the Historical Society had selected long-time Bullhead City citizen and renowned artist, Craig Steinle, to paint the mural on the north wall of the Little Red Schoolhouse. He said the artwork would include local flora and fauna, as well as Spirit Mountain. He said work on the mural would begin immediately and be completed by July 4th. He said the proposal was approved by the Historical Society at its April 2023 board meeting.

Council Member Alfonzo said the size of the animals in the mural were not in proportion to the size of the mountain in the background. He asked if weather-resistant paint would be used.

Mr. Steinle, artist, said the paint was oil based and highly resistant to the weather, and said the work came with a five-year warranty. He said everything would be sized in proportion on the mural.

Council Member Head asked if the artwork would be lit at night and said he thought it would look like a bright billboard.

Laurie from the Historical Society said they had not thought that out yet, and said the mural currently did not have lights.

Mayor D'Amico asked if anyone from the public wanted to speak. No one from the public spoke.

MOTION: Council Member Lizarraga made a motion to approve the concept for the proposed mural at the Little Red Schoolhouse. Council Member Alfonzo seconded the motion.

VOTE: AYES: Alfonzo, D'Amico, Head, Hecht, Lizarraga, Ring
NAYS: None ABSENT: None

MOTION CARRIED

7. Discussion and possible action to designate a Council Member to serve as Vice Mayor effective immediately upon Council designation through June 30, 2024. (City Clerk Stein)

MOTION: Council Member Ring made a motion to designate a Council Member Head to serve as Vice Mayor effective immediately upon Council designation through June 30, 2024. Council Member Lizarraga seconded the motion.

VOTE: AYES: Alfonzo, D'Amico, Head, Hecht, Lizarraga, Ring
NAYS: None ABSENT: None

MOTION CARRIED

8. Discussion and possible action to approve the proposed City Council Member Application/Statement of Interest Form in connection with an appointment to fill the Council Member position vacated upon the recent passing of Vice Mayor Brummett; and direct staff to act in accordance with City Code and follow the processes outlined above. (City Manager Cotter)

City Manager Cotter said the Council met that afternoon in a work session to discuss the process in which to fill the seat vacated by the passing of Vice Mayor Brummett. He said the City Council gave staff their direction but did not vote at the work session. He said City Attorney Emery took the Council's comments and put them into a proposed motion. City Attorney Emery read the motion.

MOTION: Council Member Head made a motion to set the following process for filling the vacancy of Norma Brummett's seat: City Clerk will issue a solicitation for applicants on May 17 per state law with the submission of not more than a two-page applicant statement due by 5:00 p.m. on May 26; City Clerk will then provide copies of applications to the Council Members; set a Special Meeting for the interviews and selection of a Council Member for June 8 at 9:00 a.m.; each applicant will be allowed to present for up to three minutes with the opportunity for each Council Member to ask questions and receive answers for no longer than two minutes each; paper ballots will be provided; that a majority vote will appoint; that rounds of balloting will continue without a candidate elimination until a majority vote is established; and that if any applicant is tied by a vote for three consecutive voting rounds, a Council member may make a motion; the applicant selected will be sworn in at the June 20, 2023, Council meeting. Council Member Ring seconded the motion.

VOTE: AYES: Alfonzo, D'Amico, Head, Hecht, Lizarraga, Ring
NAYS: None ABSENT: None

MOTION CARRIED

COUNCIL REQUESTED ITEMS

None

ADJOURNMENT

There being no further business to come before the Council, the Mayor declared the meeting adjourned at 7:20 p.m.

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct record of the regular meeting of the City Council of the City of Bullhead City held on the 16th day of May 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 6th day of June 2023.



Susan Stein, MMC, CPM
City Clerk