

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, February 20, 2024, in the Council Chambers, 1255 Marina Blvd., Bullhead City, Arizona.

**CALL TO ORDER**

Mayor D’Amico called the special meeting to order at 3:30 p.m.

**ROLL CALL**

Council Present

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

Council Absent

None

Staff Present:

CITY MANAGER: Toby Cotter

CITY ATTORNEY: Garnet Emery

CITY CLERK: Susan Stein

FINANCE DIRECTOR: Robert Drexler

ASSISTANT TO THE CITY MANAGER: Travis Pruitt

DEVELOPMENT SERVICES DIRECTOR: Saritti Chooniyom

DEVELOPMENT SERVICES ADMINISTRATIVE MANAGER: Wendy Lewis

**DISCUSSION ITEM(S)**

1. Discussion regarding the proposed adoption of the 2018 Edition of the Building Code.

City Manager Cotter said this discussion began in 2012 with a workshop with the City Council. He said they were working very slowly on this. He said the city was behind on the adoption of the newer building codes and it was time to adopt the 2018 building codes. He said the majority of Arizona counties and cities have already adopted the 2018 codes.

Development Services Director Chooniyom said the last time the city adopted building codes was in 2008. He said the State of Arizona had mandated this code be adopted, and said the city had to follow the 2018 codes.

Council Member Lettman asked about the reference in the code to the violations policy and fee policy.

Administrative Manager Lewis said the code violations would be governed by the City Code, and the fees were regulated through the city’s Comprehensive Fee Schedule.

Council Member Lizarraga asked if the 2018 code was the newest.

Development Services Director Chooniyom said the latest code was 2021 but most municipalities chose to adopt the 2018 version.

Vice Mayor Head asked about the outcome of the city staff meetings with local contractors, and asked if the issue was that the contractors did not like “change.”

Administrative Manager Lewis said they held two meetings with contractors. She said 25 contractors attended the first meeting and 13 subcontractors attended the second meeting. She said they presented information at the Bullhead Area Chamber of Commerce and about 10 contractors attended. She said the majority of the local contractors were in support. She said there were some concerns that additional costs might be incurred, and said a few contractors did not want to change.

Administrative Manager Lewis presented a PowerPoint presentation. She said the Development Services Department included 17 staff members with several members holding a variety of International Code Council and other required certifications. She said the codes were updated every three years to allow for new materials, technologies, products, and to correct issues that had been a problem or found to be a danger in the past. She described the operation of the International Code Council organization and the National Fire Protection Association. She said the city adopted the 2006 code year edition in July of 2008 along with the 2005 National Electric Code. She said staff was recommending the adoption of the 2018 codes to be in line with other local jurisdictions such as: Mohave County, Kingman, Lake Havasu City, and Clark County. She said the Arizona Office of the State Fire Marshal adopted the State Fire Code IFC 2018. She said most commercial designers and truss companies have already requested use of the 2018 code year edition.

Administrative Manager Lewis said staff reviewed the current codes and developed a list of possible local code amendments. She said they revised the original amendment document to clarify some items and to reinstate the requirement for fence permits at the contractor's request. She said, once adopted, the new code would become effective July 1, 2024; after which 2006 codes would no longer be accepted. She said plans already in city review under the 2006 code must be approved and permits issued within one year or they would be considered abandoned. She said active permits issued under the 2006 code edition would be allowed to be completed per the approved plans as long as the permit did not expire for a period of one year. She said permits expired for a period of one year would be considered abandoned.

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

Mehdi Azarmi said he had been building homes and other projects in the area for many years. He spoke in support of the adoption of the 2018 code edition.

City Manager Cotter said consideration of the new code adoption would be brought before the City Council in the near future.

## 2. Discussion on the proposed Permanent Base Adjustment to be placed on the 2024 Election Ballot.

Assistant to the City Manager Pruitt provided a PowerPoint presentation. He said the current base adjustment was an adjustment to the city's spending limit that was set by the state. He said the 1980 Arizona Expenditure Limit Law was passed that limited spending for cities and counties. He said the limits were adjusted annually for inflation and population and could only be permanently adjusted by the voters. He said grants and loans were exempt from the limit, and said organizations that exceeded the limit faced penalties imposed by the state. He said the city's expenditure limit was currently \$60,178,831.00.

Finance Director Drexler provided details on the expenditure limit versus the city's current expenditures of approximately \$130 million.

Assistant to the City Manager Pruitt said the city could continue to seek grants and take out loans as an option, or ask the voters to approve the permanent base adjustment.

City Manager Cotter said the city could not take additional money out of its savings account to pay for projects as this would bump into the limitation, and said the only way around this was to borrow the money. He said borrowing more money was not a prudent fiscal solution.

Assistant to the City Manager Pruitt outlined the permanent base adjustment process and the home rule option. He said the home rule option came back every four years and the process would have to begin again. He said staff recommended the permanent base adjustment. He said only eight cities in Arizona have not held an adjustment or home rule election.

Finance Director Drexler said the proposed new limit was \$169,723,456.00. He said the proposed new limit was recommended for the long-term and to not have to ask the voters for many years into the future.

Assistant to the City Manager Pruitt said the adjustment would provide local control of the city's budget, was not a tax increase or a new tax, and was not a mechanism for deficit spending. He said the city would continue to hold the annual budget process, have the City Council review large expenditures, conduct an annual external audit, maintain a mandatory reserve balance, and conduct thorough financial reviews.

Mayor D'Amico said it made sense to do this now rather than wait another ten years.

Council Member Lettman asked what would happen to the reserve balance if the ballot issue passed.

City Manager Cotter said some money would be spent without having to borrow, and the general reserve funds would continue to grow over the years.

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

City Manager Cotter asked the Council to consider if the ballot issue should be held during the 2024 primary or general election.

City Clerk Stein said each election would cost approximately \$49,000 and the publicity pamphlet was estimated to cost \$17,000. She said, historically, Council Members were directly elected in the primary elections. She asked the Council to consider that some voters would be out of town during the summer and more citizens would vote in the November election. She said that more issues would be included on the November ballot, including state, county issues and the Presidential election. She said the city would have more time to educate the public about the proposition if the decision was to go to the voters in the general election.

Mayor D'Amico said he would like to place the proposition on the November ballot.

It was the consensus of the Council to place the proposition on the July primary ballot.

City Manager Cotter said the resolution would be placed on the March 5th Council meeting agenda for consideration.

**ADJOURNMENT**

Mayor D'Amico declared the special meeting adjourned at 4:49 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 20th day of February 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 5th day of March 2024.

*Susan Stein*  
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, February 20, 2024, 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 Stephen Brown of Food for Families to deliver the invocation. Council Member Lettman led the assembly in the Pledge of Allegiance to the Flag.

**ROLL CALL**

Council Present

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

Council Absent

None

Staff Present:

CITY MANAGER: Toby Cotter

CITY ATTORNEY: Garnet Emery

CITY CLERK: Susan Stein

POLICE CHIEF: Robert Trebes

FINANCE DIRECTOR: Robert Drexler

PUBLIC WORKS DIRECTOR: Angie Johnson

UTILITIES DIRECTOR: Mark R. Clark

HUMAN SERVICES DIRECTOR: Jeff Tipton

DEVELOPMENT SERVICES DIRECTOR: Saritti Chooniyom

**PRESENTATIONS AND PROCLAMATIONS**

Members of the Bullhead City Police Department, the Bullhead City Fire Department, and Wal-Mart invited the public to attend the 28th Annual Carrie Edgmon Bicycle Safety Rodeo to be held on March 2nd at the Bullhead City Wal-Mart.

**OPEN CALL TO THE PUBLIC**

Mayor D’Amico opened the call to the public.

Eugene O’Neill said he was displeased with a political billboard ad displayed in the city.

Barbara Pape invited the public to attend the next Colorado River Women’s Republican luncheon meeting.

County Supervisor Hildy Angius said she was running for the Arizona State Senator position. She asked people to have discretion about the things they said at the podium.

Steven Lee discussed current political issues.

Paulette White provided information on upcoming performances offered by the Colorado River Concert Association.

Harvey Pryor said his request for fire hydrant inspection information indicated that only 100 hydrants were inspected over the last six months, and said this was not acceptable. He said the proposed transit facility was not designed for growth.

Sean Regan invited the public to attend an Arizona Veterans K-9 Services bingo fundraising event and discussed the efforts to promote the "Stop Soldier Suicide" program.

Nick Parsons discussed ideas for the use of storage containers in order to promote jobs and the local economy.

Dan Kepler and members of the Bullhead RC Club requested the Council consider including additional funds to add amenities to the track site at Rotary Park.

Jim Fuller read some excerpts from Bible scriptures.

Scotty McClure voiced a complaint about another speaker and said she disrespected him.

Gary Genovese provided information on the Colorado River Historical Society Easter Honey Baked Ham fundraising event.

Eva Corbett provided information on various local fundraising events.

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

### **AGENDA MODIFICATIONS**

None

### **WAIVER MOTION**

**MOTION:** Vice Mayor Head 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, Lettman, Lizarraga, Ring  
NAYS: None ABSENT: None

**MOTION CARRIED**

### **MANAGER'S REPORT**

City Manager Cotter said the billboard advertising in the city was operated by Lamar Advertising and not by the city. He said the city did not control any of the advertising placed on the billboards.

Utilities Director Clark said the city had 2,250 public fire hydrants and there were also a number of private fire hydrants. He said the city's water master plan included a fire flow maintenance plan. He said since the city took over the water company, the city had tested about 79 percent of the hydrants and replaced about 80 hydrants within city limits. He said they would implement a new system in the next fiscal year and add two new employees with the sole task of maintaining hydrants and

pressure valves. He discussed numerous improvements made over the past few years, and said all of the improvements were completed without raising the water rates.

### 1. Highway 95 Reconstruction Project

City Manager Cotter said the highway repaving project was progressing rapidly. He said fog sealing still had to be done and lines repainted. He said they asked ADOT to address the milling issue. He said the highway would not have been repaved without the actions of the elected officials that advocated for this.

### 2. Status of the New Animal Shelter

City Manager Cotter said the animal shelter project was designed and out to bid. He said they needed local contractors to offer bids on the project.

### 3. Spring Sports Tournaments

City Manager Cotter said the impact of sports tournaments brought many teams to the city. He said they had been reminding businesses to prepare for the influx of large crowds.

## **MAYOR AND COUNCIL MEMBERS' REPORTS ON CURRENT EVENTS**

Council Member Hecht congratulated the local BMX team members, and thanked the city's parks department for keeping the parks beautiful.

Council Member Lettman said the animal shelter published a terrific posting about adoptable pets. He submitted a public request to the City Clerk asking for a summary of all requests over the past year and two months.

Mayor D'Amico said he was tired of negative politics and said he was in favor of free speech.

## **ITEMS WITHDRAWN FROM CONSENT AGENDA**

None

## **CONSENT AGENDA**

**MOTION:** Vice Mayor 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, Lettman, Lizarraga, Ring  
NAYS: None ABSENT: None

**MOTION CARRIED**

Items on the Consent Agenda were approved as follows:

1. Approval of the Minutes of the Special City Council Meeting held on February 6, 2024; and the Minutes of the Regular City Council Meeting held on February 6, 2024. (City Clerk Stein)
2. Ratification of the City Manager's previous execution of the acceptance of the BHHS Legacy Foundation grant dated February 9, 2024, in the amount of \$30,000.00; and acceptance of the Bullhead City Rotary Club's contribution of \$20,000.00, all to be applied towards Rotary Park ADA playground. (City Manager Cotter)

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

None

**BOARD/COMMISSION/COMMITTEE APPOINTMENTS**

3. Discussion and possible action to appoint five (5) citizens to serve on the Bullhead City Board of Appeals. (City Clerk Stein)

Don Albers, Enrique Reyna, Jeff Meyers, Amy Prince, Maria Gonzalez, Jason Newlin, and Bruce Henderson expressed their interest in serving on the Board of Appeals.

City Clerk Stein distributed paper ballots and each City Council marked five selections. City Clerk Stein read the results into the record.

**MOTION:** Council Member Hecht made a motion to appoint Jeff Meyers and Enrique Reyna to serve on the Bullhead City Board of Appeals with terms expiring on June 30, 2024. Council Member Lizarraga seconded the motion.

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

**MOTION CARRIED**

**MOTION:** Council Member Hecht made a motion to appoint Don Albers, Bruce Henderson, and Amy Prince to serve on the Bullhead City Board of Appeals with terms expiring on June 30, 2025. Council Member Ring seconded the motion.

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

**MOTION CARRIED**

**PUBLIC HEARINGS ON LIQUOR LICENSE APPLICATIONS**

None



**ACTION ITEMS**

**Building, Planning and Zoning Items**

4. **PUBLIC HEARING.** Discussion and possible action to adopt Ordinance No. 2024-05 approving the request for a zoning map change from C2 (General Commercial) to C3 (Commercial and Minor Industrial) for parcels of land located at 1545 and 1547 Grandview Drive and described as Colorado River Estates Re-Amended, portions of Lot 158 and 159 of Section 26, T20N, R22W, Bullhead City, AZ. (Development Services Director Chooniyom)

Planning Manager Loera said the property owner proposed to combine the lots and build an approximate 8,000 square-foot building for a pool supply wholesale facility. He said the Planning and Zoning Commission voted in favor of the rezoning request.

Council Member Alfonzo asked if pool chemicals would be stored at the facility. Planning Manager Loera said pool chemicals would be stored according to building and code requirements.

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

**MOTION:** Council Member Lizarraga made a motion to adopt Ordinance No. 2024-05 approving the request for a zoning map change from C2 (General Commercial) to C3 (Commercial and Minor Industrial) for parcels of land located at 1545 and 1547 Grandview Drive and described as Colorado River Estates Re-Amended, portions of Lot 158 and 159 of Section 26, T20N, R22W, Bullhead City, AZ. Council Member Ring seconded the motion.

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

**MOTION CARRIED**

5. **PUBLIC HEARING.** Discussion and possible action to adopt Ordinance No. 2024-06 approving a zoning map change from R1L (Residential Single-Family Limited) to M1 (Industrial General Limited) for a 3.84 acre parcel of land located at 2210 Rancho Colorado Boulevard described as a portion of Section 13, T20N, R22W, Bullhead City, AZ. (Development Services Director Chooniyom)

City Manager Cotter said the parties had resolved their issues and it appeared this item would be withdrawn by the applicant.

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

**MOTION:** Mayor D'Amico made a motion to table Agenda Item No. 5 for consideration at the March 19, 2024, City Council meeting. Council Member Ring seconded the motion.

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

**MOTION CARRIED**

6. Discussion and possible action to approve: 1) the Final Plat for Hillcrest Park Tract 5149, Unit 2; 2) the Performance Bond as financial assurance; and 3) the Water Allocation in the amount of 4.7 acre-feet. (Development Services Director Chooniyom)

Planning Manager Loera said all interior streets would remain privately owned by the home owners association.

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: 1) the Final Plat for Hillcrest Park Tract 5149, Unit 2; 2) the Performance Bond as financial assurance; and 3) the Water Allocation in the amount of 4.7 acre-feet. Council Member Alfonzo seconded the motion.

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

**MOTION CARRIED**

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

7. Discussion and possible action to accept the City of Bullhead City's audited annual financial report and audit results for the fiscal year ended June 30, 2023. (Finance Director Drexler)

City Manager Cotter said state law mandated that the auditing firm present the audit results and findings to the City Council.

Brian Hammerle, Partner at Baker Tilly US, LLP, presented the financial statement audit via Zoom conference.

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 accept the City of Bullhead City's audited annual financial report and audit results for the fiscal year ended June 30, 2023. Council Member Ring seconded the motion.

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

**MOTION CARRIED**

8. Discussion and possible action to adopt Resolution No. 2024R-09 approving the Arizona Internet Crimes Against Children Task Force Intergovernmental Agreement between the Phoenix Police Department (primary grantee)/Arizona ICAC Task Force Lead Agency and the Bullhead City Police Department. (Police Chief Trebes)

Police Chief Trebes said the grant assisted in enforcing laws regarding internet crimes against children and assisted in administering and operating a task force in Arizona. He said due to technical funding language requirements, this revised agreement would supersede a current similar agreement on file. He said the new agreement would be effective for five years.

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

Steven Lee said the grant involved the Department of Justice and the State of Arizona. He said he was highly skeptical of intergovernmental agreements. He said he hoped staff had thoroughly read the agreement.

Scotty McClure said information on agenda items was available at City Hall and at every meeting. He asked what authority allowed prior sex offenders to live in certain locations, as there was a prior sex offender living across the street from a home with five children.

City Manager Cotter said the city had nothing to do with the placement of prior sex offenders in the community.

**MOTION:** Vice Mayor Head made a motion to adopt Resolution No. 2024R-09 approving the Arizona Internet Crimes Against Children Task Force Intergovernmental Agreement between the Phoenix Police Department (primary grantee)/Arizona ICAC Task Force Lead Agency and the Bullhead City Police Department. Council Member Ring seconded the motion.

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

**MOTION CARRIED**

9. Discussion and possible action to adopt Resolution No. 2024R-10 approving Amendment No. One to the Intergovernmental Agreement between the State of Arizona and the City of Bullhead City (IGA 22-0008742-I) providing for improvements on the Bullhead Parkway; authorizing the Mayor to execute the amendment on behalf of the city; and to approve the payment of the city's additional share in the amount of \$35,000.00. (Public Works Director Johnson)

Public Works Director Johnson said the grant would fund a road safety improvement project that was identified through the local network crash data screening process. She said this project was awarded \$3.7 million in 2022. She said the engineer's estimate exceeded the budget, and said ADOT reduced the project scope to 1.2 miles from Silver Creek Road to a location in the vicinity of Laredo Drive and Bullhead Parkway.

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

**MOTION:** Council Member Ring made a motion to adopt Resolution No. 2024R-10 approving Amendment No. One to the Intergovernmental Agreement between the State of Arizona and the City of Bullhead City (IGA 22-0008742-I) providing for improvements on the Bullhead Parkway; authorizing the Mayor to execute the amendment on behalf of the city; and to approve the payment of the city's additional share in the amount of \$35,000.00. Council Member Alfonzo seconded the motion.

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

#### **MOTION CARRIED**

10. Discussion and possible action to: 1) approve the Construction Contract with Jim's House of Glass of Kingman, Arizona, in the total amount of \$98,038.84 for the replacement of the doors and glass at the Council Chambers; 2) authorize the City Manager or his designee to execute the contract and issue resultant payments on behalf of the city; and 3) request a transfer of \$8,038.84 from general fund contingency to fully fund the project. (Public Works Director Johnson)

Public Works Director Johnson said the Council Chambers building was built in 1991 and the glass and door components were in need of repair. She said there was water leakage and the components did not adequately protect against air escape and external heat. She said the project would replace all windows and doors with more efficient materials in the same configuration. She said \$90,000 was included in the capital improvement budget.

Council Member Alfonzo asked if the new glass would be more protective from the summer sun and heat. Public Works Director Johnson said the glass would be more tinted and the doors would be shorter.

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

Steven Lee said he did not find anything wrong with the doors and said the price to replace them was excessive.

**MOTION:** Council Member Ring made a motion to: 1) approve the Construction Contract with Jim's House of Glass of Kingman, Arizona, in the total amount of \$98,038.84 for the replacement of the doors and glass at the Council Chambers; 2) authorize the City Manager or his designee to execute the contract and issue resultant payments on behalf of the city; and 3) request a transfer of \$8,038.84 from general fund contingency to fully fund the project. Council Member Alfonzo seconded the motion.

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

**MOTION CARRIED**

**Other Business**

None

**COUNCIL REQUESTED ITEMS**

None

**ADJOURNMENT**

There being no further business to come before the Council, the Mayor declared the meeting adjourned at 7:18 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 20th day of February 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 5th day of March 2024.

*Susan Stein, MMC, CPM*  
Susan Stein, MMC, CPM  
City Clerk