



**“The mission of the City of Safford is to make Safford
a great place to live, work, and visit ”**

**CITY OF SAFFORD
PUBLIC HEARING/WORK SESSION
SPECIAL COUNCIL MEETING MINUTES
Monday, January 27, 2014 @ 6:00 PM
Safford Library Program Room, 808 S. 7th Avenue, Safford, Arizona**

PRESENT: Wyn “Chris” Gibbs, Mayor; Mary Bingham, Vice Mayor; Council Member’s Gene Seale, Arnold A. Lopez, Kenneth Malloque, James D. Howes, and Richard Ortega

STAFF PRESENT: Eric Buckley, Interim City Manager; Sandra Findley, Executive Assistant; Ann Waite, Chief Financial Officer; John Griffin, Police Chief; Leanne McElroy, Library Director; Jenny Howard, Public Works Director; Dustin Welker, Planning & Community Development Director; Christine Fisher, Human Resources Director; Randy Petty, City Engineer; and Georgia Luster, City Clerk and Dale Clark, who assisted with the audio/video recording of the meeting.

OTHERS PRESENT: Roland Knox, Dean Krieg, Greg St. Hilaire, Hilary Cuenin, John Neal, Dylan Peck, Jon Johnson, Eastern Arizona Courier and others who did not sign in.

1. **WELCOME AND CALL TO ORDER:** Mayor Gibbs called the meeting to order at 6:02:56 p.m.
2. **ROLL CALL:** A quorum of the Council was present (7).
3. **PLEDGE OF ALLEGIANCE TO THE FLAG:** Mayor Gibbs led the Pledge of Allegiance to the Flag.
4. **OPENING PRAYER:** Councilman Lopez offered the opening prayer.

PUBLIC HEARING

At 6:04:40 p.m. Mayor Gibbs opened a Public Hearing regarding the Use of CDBG Funds. It is expected the City Council will select the proposed project named and described “Jensen Addition Improvements.” Project includes \$235,000 to reconstruct water service lines and install sewer cleanouts on East 8th and Main Streets between First and Pine Avenues in the northeast section of the City of Safford. This project will service a residential area consisting of 55

occupied housing units and approximately 91 persons, 55% of whom are below 80% of Area Median Income.

PUBLIC COMMENT(S): There were no public comments. Mayor Gibbs closed the Public Hearing and opened a Council Work Session at 6:07:03 p.m.

WORK SESSION

1. **Review and discussion regarding proposed revisions to the Backflow Assembly Installation Requirement of the City of Safford Backflow Prevention Policy.** Interim City Manager Buckley explained the revision to the Backflow Prevention Policy requires the assembly to be installed as close as practicable to the meter. Secondly, the property owner is responsible for the surcharge for inspection, testing, and repairs.
2. **Review and discussion regarding proposed revisions to the Guidelines for Property Owner Funding of Sidewalk Improvements.** Jenny Howard stated the sidewalk program was developed in 2002 and has not had many participants until recently. She explained the revisions of the guidelines address funding and construction of sidewalks which are built to the standards of federal government (A.D.A. requirements).
3. **Library On-Line Services Presentation.** Leanne McElroy, Library Director introduced Lisa Lewis, the new Library Operations Supervisor. She stated that Ms. Lewis was previously the Library Director for Huachuca City. She is currently a board member of the National Association, Small and Rural Libraries. She also noted that the U.S. Embassy in Croatia has invited Ms. Lewis to travel to and train Libraries in Croatia about E-Services.

Ms. Lewis stated she is happy to be in Safford. She provided new Library Cards to the Council.

Leanne McElroy, Library Director, provided a PowerPoint Presentation regarding On-Line services provided through the Library such as:

- eBooks gives access to hundreds of eBooks and audiobooks for free.
- Audiobooks - check out and download audiobooks for free.
- Ebooks for kids - provides interactive reading for kids
- Homework help - tutor.com is an online learning station featuring a network of tutors to help one-on-one in any subject and grade level
- Magazines - provides the ability to download popular online magazine subscriptions
- On-line catalog
- Interlibrary loan
- Computer Tutorials
- Library news and events
- Activities for kids
- Science City

➤ Novelist Plus

Lisa Lewis explained how to use Ebooks on tablets. She explained that the Council has the capability to download any books on their iPads.

4. **The Library Advisory Board and staff request consideration of a proposed new policy for the Library regarding materials that are overdue, lost, or damaged beyond repair. This policy would replace a section in the current CIR-7 Fines and Fees.** _____

Leanne McElroy explained the proposed policy set new regulations and would replace a section in the current CIR-7 Fines and Fees:

- ✓ Library does not charge overdue fines for any late materials with the exception of materials on hold or items borrowed through Interlibrary Loan
- ✓ Due to a limited budget for the replacement costs of materials that are lost or are damaged beyond repair, patrons will be charged a replacement fee for the replacement cost of the materials. The library may also accept a replacement copy of lost materials.
- ✓ If the situation warrants, a patron's account may be turned over to a collection service.
- ✓ No refunds will be granted for replacement fees or collection fees.
- ✓ If library materials are not returned by the date due, the following will apply:
Second week overdue: an overdue notice will be sent to the patron. Third week overdue: a notice with a bill will be sent to the patron: Fourth week overdue: a third overdue notice with a bill will be sent to the patron stipulating a 10 day return date for the materials or the account may be turned over to a collection service.

She noted most libraries are using collection services. She explained that the first two courtesy notices will only be sent out electronically. All library privileges will be restricted if a patron's account has any lost materials or returned items that are damaged beyond repair and have not been paid for or replaced. Privileges will be reinstated when the account is completely satisfied.

Councilman Seale asked for clarification regarding where the funds went from recovering those funds collected to replace a book. He commented that the intent of the library is to recover books and to keep the shelves stocked. He would like to consider structuring those returning funds back to the library and not to the General Fund.

Ann Waite commented that all funds within the General Fund (revenues) are deposited into the General Fund. She explained revenues offset the expense.

5. **Update regarding Municipal Facilities Concept Study by Arrington Watkins Architects, LLC.** Interim City Manager Buckley briefed the Council regarding a Concept Study by a firm that Mr. Kincaid knew and initiated back in November. He added that the proposal is to renovate/remodel three floor plans (City Hall, Police Station & Fire Station). Mr. Buckley stated that he asked the firm to expand their scope to include City

Court and the Mortensen attorney building.

Jenny Howard explained the study stemmed from a last year's budget meeting when the fire department was discussed. She recalled a discussion about the structure of the firehouse doors, and painting the building. At that time, it was the consensus of the Council to analyze existing spaces, observe operations and recommend changes to improve the working conditions of the Police Department, City Hall, and Fire Station. No expenses have been expended.

It was the consensus of the Council to look at renovating/expanding existing buildings. However, they feel the proposed fee by Arrington Watkins Architects is much too high for the proposed scope of work. They asked staff to research previous firms who have provided such concepts and to bring the item back for discussion.

Mayor Gibbs closed the Work Session and opened a Special Council Meeting at 6:51:10 p.m.

SPECIAL COUNCIL MEETING

1. **Dean Krieg will address the Council regarding parking concerns at East Fourth Street and Entertainment Avenue.** Mr. Dean Krieg, 2309 Branding Iron Lane, Safford.

Mr. Krieg addressed the Council regarding a parking situation on Entertainment Avenue and 4th Street. He explained that FMI has rented a parking lot from the Church (on 4th St) and two from him for parking for FMI employees carpooling to Morenci. He stated the problem begins with shift change - first shift fills up two parking lots and when the second shift comes on, they do not want to park in the third parking lot, but park along the street; therefore, eliminating on-street parking for the large trucks. He asked the Council to consider installing (possibly temporary) restrictive signage designating service trucks and semi-truck parking only from the church on east 4th street up to Entertainment Avenue, and all along west side of Entertainment Avenue. He explained parking for the heavy haulers is a problem because they cannot maneuver those large trucks in and out of the designated parking lots and because the construction workers vehicles block them in. He believes parking should be restricted for them because they provide services to the Valley year round.

John Neal, 555 Entertainment Avenue, Safford: Mr. Neal stated that he and Mr. Krieg have been good neighbors for about eight years. He explained the Church had the same problems with the construction employees parking in their church lot until they installed signs letting them know that their vehicle will be towed. He believes the Comfort Inn benefit from parking those large trucks and suggested that Mr. Krieg inform Jacobs Construction about his parking concerns and to not involve the City. He believes it removes the rights of the people by eliminating parking in those designated streets. Restricted parking is a hinder to other businesses and believes Mr. Krieg should develop his other twelve acres if he wants to accommodate such parking.

Greg St. Hilaire, 2417 E Highway 70, Safford: Mr. St. Hilaire stated that he agrees with what Mr. Neal just said. He opposes restricting the parking on East 4th Street and Entertainment Avenue.

The Council expressed concern of restricting parking on a public street. They encouraged Mr. Krieg to discuss the situation with FMI and ask them to talk to their employees about his parking concern.

No motion was made, therefore, there was no action taken.

2. **Second Reading of Ordinance Number 14-001. Consider approving and adopting Ordinance Number 14-001, an ordinance of the City of Safford effectuating a map amendment to the zoning map of the City of Safford on Graham County Parcels #101-19-120, #101-19-121, #101-19-122, and #101-19-123, a rezone from R1-6 (Single Family Residential) to C-MH (conventional and Manufactured Home).** Mayor Gibbs read the title of Ordinance Number 14-001.

It was moved by Councilman Howes, seconded by Councilman Malloque and carried unanimously to approve and adopt Ordinance Number 14-001, an ordinance of the City of Safford effectuating a map amendment to the zoning map of the City of Safford on Graham County Parcels #101-19-120, #101-19-121, #101-19-122, and #101-19-123, a rezone from R1-6 (Single Family Residential) to C-MH (conventional and Manufactured Home). **MOTION ADOPTED**

Councilman Howes pointed out that the resolution indicates the map amendment is consistent with the General Plan authorized by the voters.

3. **Consider approving and adopting Resolution Number 14-009, a resolution of the City of Safford authorizing the submission of applications and implement Community Development Block Grant (CDBG) Projects for FY 2014.** Interim City Manager Buckley explained the resolution authorizes the City to submit the application and to implement Community Development Block Grant projects.

It was moved by Councilman Malloque, seconded by Councilman Howes, and carried unanimously to approve and adopt Resolution Number 14-009, a resolution of the City of Safford authorizing the submission of applications and implement Community Development Block Grant (CDBG) Projects for FY 2014.
MOTION ADOPTED

4. **Consider approving and adopting Resolution Number 14-010, a resolution of the City of Safford committing Local Leveraged Funds/Resources for FY 2014 Community Development Block Grant application(s).** Interim City Manager Buckley explained the resolution authorizes the City to commit to the funds for Community Development Block Grant projects.

It was moved by Councilman Howes, seconded by Councilman Lopez, and carried unanimously to approve and adopt Resolution Number 14-010, a resolution of the City of Safford committing Local Leveraged Funds/Resources for FY 2014 Community Development Block Grant application(s).

MOTION ADOPTED

5. **Consider approving and adopting Resolution Number 14-011, a resolution of the City of Safford amending Guidelines for Property Owner Funding of Sidewalk Improvements.** Interim City Manager Buckley explained this item was previously discussed in the work session.

It was moved by Councilman Howes, seconded by Vice Mayor Bingham, and carried unanimously to approve and adopt Resolution Number 14-011, a resolution of the City of Safford amending Guidelines for Property Owner Funding of Sidewalk Improvements.

MOTION

ADOPTED

6. **Consider approving and adopting Resolution Number 14-012, a resolution of the City of Safford authorizing the City Manager to enter into an agreement with the State of Arizona, Department of Transportation, for an Airport Pavement Preservation Project.** Interim City Manager Buckley explained the resolution authorizes the City to enter into an agreement for airport pavement preservation funds. He explained it's hard to plan for and budget for these funds because they just appear.

Randy Petty explained the project was presented in November and funds are due this fiscal year (before July 1) and a contingency adjustment may be required. He noted there is concern for future FAA grants.

It was moved by Councilman Malloque, seconded by Councilman Ortega, and carried unanimously to approve and adopt Resolution Number 14-012, a resolution of the City of Safford authorizing the City manager to enter into an agreement with the State of Arizona, Department of Transportation, for an Airport Pavement Preservation Project.

MOTION ADOPTED

7. **Consider approving and adopting Resolution Number 14-013, a resolution of the City of Safford amending Backflow Assembly Installation Requirement section of the City of Safford Backflow Prevention Policy.** Interim City Manager Buckley explained the revision amends the Backflow Assembly Installation requirement section of the Backflow Prevention Policy.

It was moved by Vice Mayor Bingham, seconded by Councilman Lopez and carried unanimously to approve and adopt Resolution Number 14-013, a resolution of the City of Safford amending Backflow Assembly Installation Requirement section of the City of Safford Backflow Prevention Policy.

MOTION ADOPTED

8. **Consider approving an Intergovernmental Lease Agreement #010714 between Gila County and City of Safford for the rental of one (1) 1995 CAT Model 816F Compactor**

as a back-up compactor for the City of Safford Landfill for \$1,000.00 per week.

Interim City Manager Buckley explained the IGA lease is for the rental of a compactor from Gila County. He said the City's compactor went down a year ago. Because of the need for the compactor at the Landfill, a compactor was leased from Empire Machinery for \$30,000 a month. Gila County will lease their spare compactor to the City for a much cheaper rate.

Jenny Howard, Public Works Director, said replacing or repairing the compactor will be discussed during the budget work session.

It was moved by Councilman Malloque, seconded by Vice Mayor Bingham and carried unanimously to approve an Intergovernmental Lease Agreement #010714 between Gila County and City of Safford for the rental of one (1) 1995 CAT Model 816F Compactor as a back-up compactor for the City of Safford Landfill for \$1,000.00 per week.

MOTION ADOPTED

The Council adjourned to executive session at 7:45:38 p.m. to discuss Items #9 and #10.

9. **Pursuant to Arizona Revised Statutes §38-431(A)(7) the Mayor and City Council will enter executive session to discuss and consider the sale of real property located at 4000 North Frye Creek Road, Thatcher, Arizona. The Council may elect to go back into open session to take action.**
10. **Pursuant to Arizona Revised Statutes 38-431.03(A)(1) the Mayor and City Council will enter executive session to compile interview questions and to schedule interviews for the position of City Manager for the City of Safford.**

ADJOURN: There was no action taken by the Council regarding Items 9 and 10. It was moved by Councilman Malloque, seconded by Councilman Lopez and carried unanimously to adjourn the meeting at open session at 8:15:35 p.m.

MOTION ADOPTED

APPROVED:

Wyn "Chris" Gibbs, Mayor
City of Safford

ATTEST:

Georgia Luster, MMC, City Clerk

CERTIFICATION

STATE OF ARIZONA)
) ss
County of Graham)

I hereby certify that the foregoing minutes are a true and correct copy of the Regular Council Meeting of the Safford City Council, Graham County, Arizona held Monday, January 27, 2014, and approved at a Regular Council Meeting on Monday, February 10, 2014. I further certify the meeting was duly called, held and that a quorum was present.

February 10, 2014 _____
Date:

Georgia Luster, MMC, City Clerk