



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

**CITY OF SAFFORD
COUNCIL MEETING MINUTES
Monday, October 12, 2015 @ 6:00 PM
Safford Library Program Room, 808 S. 7th Avenue, Safford, Arizona**

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

STAFF PRESENT: Horatio Skeete, City Manager; Leslie Norton, Executive Secretary; Joe Brugman, Police Chief; Randy Petty, Public Works Director/City Engineer; Lance Henrie, Assistant Public Works Director/City Engineer; Dustin Welker, Planning and Community Development Director; Jenny Howard, Utilities Director; Alma Flores, Interim Finance Director; Leanne McElroy, Library Director; Cliff Davis, Human Resources Officer; Sam Napier, I.T. Administrator; Tamara Webster, Clerks Office Administrative Assistant. Dale Clark assisted with the audio recording of the meeting.

OTHERS PRESENT: Pedro Ramirez, Adriana Ramirez, Steve McGaughey, Beau Allred, Steve Garcia, Burt Watkins, Bill Brandau, other illegible signatures and others not signed in; Pastor David Chapman; and, Ken Showers, representing Eastern Arizona Courier. Kelly Van Shaar, Valley TeleCom Group, video recorded the meeting.

1. **WELCOME AND CALL TO ORDER:** Mayor Gibbs called the meeting to order at 6:01:24 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.
4. **OPENING PRAYER:** Pastor David Chapman offered the Opening Prayer.
5. **CITIZEN COMMENTS ON AGENDA ITEMS:** NONE
6. **NEW/OLD BUSINESS:**

1. **Provide information to the Mayor and City Council concerning the draft City of Safford Water Efficiency Ordinance.** Dustin Welker provided information to the City Council about a threefold recommendation: education of water system/use, augmentation of available water, and conservation of water. He explained how education is how we can use it most efficiently

and effectively. Augmentation part is we know what we have today and in order to continue to grow we will need to add more to the system. Conservation we have everything that what we have here today and then we'll have what we'll have going forward with future growth. As far as future growth goes our recommendation was for Counties, Cities, and Towns to adopt a uniformed water efficiency ordinance. That will be the same across the board so water was treated similarly no matter where you are. Ordinances are always effective now and going forward. Anything in the past cannot be applied to a new ordinance. For existing development our suggestion is an incentive program.

Councilman Howes inquired about the augmentation of the reclaimed water and if we have a plan in place to do that.

Dustin Welker responded that we do and explained phase 1.

Councilman Lopez inquired about the Regional Water Advisory Board managing this and if they have the final say on things once it gets going.

Dustin Welker responded that these are recommendations for a board be made up of regional representation be involved in the maintaining of this ordinance and other water efficiency rules and policy and a board that would report to the Cities, Counties and Towns.

Mayor Gibbs inquired that this in itself does not look like an ordinance, it's the recommendations but an ordinance would have an irrigation schedule for different times of the year in the document and the recommendations would provide one. An ordinance should have that so I don't know that until we have get that in the document that we can say it's close to being an ordinance.

Dustin Welker responded that as a committee, our understanding was that an ordinance would not have watering days and that was the direction that we were given. That no one would be able to enforce watering days. Instead what could be installed as far as plants go not a watering schedule and that the water companies make the watering days.

Councilman Ortega asked what is expected to be accomplished out of the next joint meeting.

Dustin Welker replied that the goal is for everyone to bring ideas that you may have to change the ordinance that the committee has come up with or any recommendations.

Mayor Gibbs directed Horatio Skeete to put it in ordinance format and have a discussion with the other entities before the next meeting.

7. CONSENT RESOLUTIONS:

1. **Request for the Mayor and City Council to approve and adopt Resolution Number 15-031 allowing the City Manager to secure a grant from ADOT for construction improvements at the Safford Regional Airport.** Randy Petty presented a grant from ADOT for our Taxiway A-2 Removal and Runway 12/30 Asphalt Seal Coat project. We were earlier approved for a FFA Grant for 91% of this project. This grant will pay approximately 4 1/2% of the balance. The total construction project is about \$500,000. The FFA grant will grant us reimbursements for \$455,000 and the ADOT Grant will reimburse us for about \$22,000. So we asking the council to authorize the City Manager to execute this grant agreement with the State of Arizona. Councilman Malloque inquired that the City's contribution is 4.47%. Randy Petty replied that is correct. Tami Webster read the title and number of Resolution 15-031 into the record. A motion was made by Councilman Malloque, seconded by Councilman Ortega to approve and adopt Resolution Number 15-031 allowing the City Manager to secure a grant for the airport.

MOTION ADOPTED

7- Mayor Gibbs, Vice Mayor Bingham, Gene Seale, Kenneth Malloque, Arnold Lopez, Richard Ortega, and James Howes.

8. CONTRACTS, AGREEMENTS, BIDS:

1. **Request for the Mayor and City Council to consider awarding the 8th Avenue Substation Upgrade - Construction to Strategic Construction Solutions, Inc.** Jenny Howard proposed awarding the 8th Avenue Substation Upgrade Construction. Funding for the project will be provided by the current city council adopted budget for the electric division capital improvements. This is the construction portion which consist of replacing switches, old outdated primary cable and the installation of two steel poles. In August of 2015 the project was bid formally with three bidders and it is requested to go with the lowest bidder which is Strategic Construction Solutions, Inc. for \$479,451. In addition there are additional costs of \$114,600 which are over and above the approved CIP Budget which was \$300, 000. We are anticipating the total project costs to be \$594,000. Requesting contingency budget transfer to the CIP to electric for \$300,000. Councilman Malloque inquired if this upgrade is necessary. Jenny Howard replied that it is very necessary. Mayor Gibbs asked what would happen if we don't do it. Jenny Howard replied that we already experienced one failure in our primary that we have a band aid fix on right now. This primary is over forty years old and we are starting to experience these faults. A motion was made by Councilman Howes, seconded by Councilman Lopez to approve awarding the bid to Strategic Construction Solutions, Inc. for \$479,451.

MOTION ADOPTED

7- Mayor Gibbs, Vice Mayor Bingham, Gene Seale, Kenneth Malloque, Arnold Lopez, Richard Ortega, and James Howes.

2. **Request for the Mayor and City Council to consider awarding the 8th Avenue Substation Upgrade – Wire to Wesco Distribution.** Jenny Howard proposed awarding the 8th Avenue Substation Upgrade Wire only. This was a formal bid in September 2015 for 7,000 feet of 750 copper cable. There were two bidders and asking to award it to Wesco Distribution for \$92,478.75. Councilman Howes inquired if our lead time is important. Jenny Howard replied that it will be January or February before they can get in there. A motion was made by Councilman Howes, seconded by Councilman Lopez to approve awarding the bid to Wesco Distribution for \$92,478.75. **MOTION ADOPTED**

7- Mayor Gibbs, Vice Mayor Bingham, Gene Seale, Kenneth Malloque, Arnold Lopez, Richard Ortega, and James Howes.

Horatio Skeete asked the Mayor and Councilmember to revisit the previous item to include in the motion the appropriation amendment for the contingency to fund the difference of the budget amount and the actual cost. A motion was made by Councilman Howes, seconded by Councilman Lopez to include a contingency adjustment of \$300,000 for the 8th Avenue Upgrade Construction. **MOTION ADOPTED**

7- Mayor Gibbs, Vice Mayor Bingham, Gene Seale, Kenneth Malloque, Arnold Lopez, Richard Ortega, and James Howes.

9. **Presentation - Departmental Goals.** Clifford Davis, Human Resources Officer, introduced Staff Goals and Objectives Presentation. Key goals will be presented by. Planning and Community Development, Public Works/Engineering and Utilities. He noted that each department has several additional goals that are not being presented tonight. Staff will present their most important goals tonight.

Planning and Community Development: Dustin Welker, Director, presented some of the Goals for Planning and Community Development.

- General Plan Update
- Water Efficiency Ordinance
- Economic Development Policy

Councilman Lopez inquired when we annex an area what are we required to provide for that area. Dustin Welker replied that we provide garbage, utilities depending on agreements with the Graham County Coop, sewer depends on distance from lines, Police and Fire services.

Public Works/Engineering: Randy Petty, Public Works Director and City Engineer, presented some of the Goals for Public Works/Engineering.

- Complete items on the CIP and minimize carry overs
- Complete all scheduled Public Works Projects
- Oversee Grant Projects

Work with staff to:

- Develop skills to plan and schedule work
- Develop and maintain skills to motivate employees
- Make employees accountable for scheduled work and their plan

Utilities: Jenny Howard, Director, presented some of the Goals for Utilities.

- Internal web based database, automated work order system and man hour tracking
- Graham County Cooperative final Electrical Plant transfer
- Monthly Bulk pick up and annual Hazmat disposal
- Update City Code adding Recycling and Monthly bulk
- Power Pole assessment and Pole attachment audit
- FOG and Backflow Programs and enforcement
- Update Capital Asset Management Plan for WWTP
- Gas Leak Detection

Councilman Malloque strongly objected to the once a month bulk pick up. Councilman Seale inquired how many people utilize the bulk pick up and if it could be done weekly. Jenny Howard responded that not many people take advantage of bulk pick up and that the regulars that do plan ahead to get it done. Councilman Seale stated that he would like to see weekly bulk pick up if possible.

Councilman Howes inquired about pole assessment fees and if we are collecting any fees. Jenny Howard replied that we are collecting some fees at this time. This assessment will define and have an actual account for the attachments that we have.

Councilman Lopez inquired if ADEQ requires once a year testing on FOG. Jenny Howard replied yes. Councilman Bingham inquired what happens if a business doesn't comply. Jenny Howard replied that the ordinance council approved allows the City to shut off their water.

Councilman Lopez inquired if the City now puts the odor in the gas lines. Jenny Howard replied yes.

11. COUNCIL OR STAFF REQUESTS FOR AGENDA ITEMS: NONE

12. MEETINGS/ACTIVITIES HELD OR TO BE HELD BY COUNCIL OR CITY STAFF:

- October 17 - Harvest Festival
- October 19-24 General Plan Update Charrette
- October 24 - CORE Event
- October 26 – Council Meeting

13. CITIZEN COMMENTS ON NON-AGENDA ITEMS: NONE

The Council adjourned to enter executive session at 7:59:44 p.m.

14. EXECUTIVE SESSION: Pursuant to *Arizona Revised Statutes* 38-431.03A.3 and A.4

1. Discuss contract negotiations with Springbok Development.
2. Discuss negotiations with Graham County Chamber of Commerce membership.

Mayor Gibbs called executive session to order at 8:07:14 p.m. the Council adjourned executive session and reconvened regular session at 8:47:23 p.m. There was no action taken in regular session.

14. ADJOURN: It was moved by Councilman Howes, seconded by Vice Mayor Bingham, and carried unanimously to adjourn at 8:47:23 p.m. **MOTION ADOPTED**

APPROVED:

Wyn "Chris" Gibbs, Mayor
City of Safford

ATTEST:

Tamara Webster, Administrative Assistant
Clerk's Office

STATE OF ARIZONA)
) ss
County of Graham)

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the Council Meeting Minutes of the Safford City Council, Graham County, Arizona held Monday, October 12, 2015, and approved at a Regular Council Meeting on Monday, November 9, 2015. I further certify the meeting was duly called, held and that a quorum was present.

November 9, 2015
Date

Tamara Webster, Administrative Assistant
Clerk's Office