



**“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, January 11, 2016 @ 6:00 PM
Safford Library Program Room, 808 S. 7th Avenue, Safford, Arizona**

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

STAFF PRESENT: Horatio Skeete, City Manager; William J. Sims, City Attorney; Joe Brugman, Police Chief; Randy Petty, Public Works Director/City Engineer; Alma Flores, Interim Finance Director; Jenny Howard, Utilities Director; Dustin Welker, Community Development Director; Leanne McElroy, Library Director; Cliff Davis, Human Resources Officer; Clark Bingham, Fire Chief; Sam Napier, I.T. Administrator; and Georgia Luster, City Clerk. Dale Clark assisted with the audio recording of the meeting.

OTHERS PRESENT: Mary Bingham, Jay Wright, Chris Taylor, Tom Claridge, James Bryce, Jacque Attaway, Ida Ann Hardy, Tom Blake, Royce Hunt, Bill Brandau, Jeff McCormick, Diane Drobka, Mark Earp, Steve McGaughey, John Howard, and others who did not sign in. Ken Showers with Eastern Arizona Courier. Kelly Van Shaar, representing Valley Telecom, video recorded the meeting.

- 1. WELCOME AND CALL TO ORDER:** Mayor Gibbs called the meeting to order at 6:00 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:** Pastor Larry Semore offered the opening prayer.
- 5. CITIZEN COMMENTS ON AGENDA ITEMS:** NONE
- 6. AWARDS AND RECOGNITIONS:**
 - 1. Presentation of Funds (\$11,479.08) to United Way.** City Manager Skeete invited Mayor Gibbs to give a presentation on behalf of the City to United Way (contributions raised by City staff). He explained a committee of City of Safford employees organized its second annual campaign. The Campaign was called “Give Your Way with United Way.” Mayor delayed the presentation of the check until

Tamara Webster arrived because she was the Chairman of the United Way Committee of the City of Safford. Royce Hunt thanked Tami and the committee. She stated she was overwhelmed by the hours and time put in by Tami and the Committee promoting United Way. She noted that the Library received the most pledges per capita.

Mayor Gibbs explained that United Way of Graham County is a local, all-volunteer organization that provides grant support to Graham and Greenlee counties. Last year, United Way helped with the body-worn cameras by donating approximately \$200,000 to the Graham County Sheriff's office and the police departments of Safford, Thatcher and Pima. Mayor Gibbs with the help of Tamara Webster presented a check for \$11,497.08 to United Way of Graham County, Board President Tom Blake, and members Royce Hunt and Sean Wenham.

7. BOARDS AND COMMISSIONS:

1. Request approval for revisions to library policy CIR-1 Library Cards. Leanne McElroy, Library Director explained Library Policy CIR-1 has not been updated for several years. They are proposing three basic changes.
 - 1) Adjusting the age to 18 to obtain a library card. Currently a child as young as 14 can obtain a library card without parental or guardian consent. Since the parent is held financially responsible for the use of a child's use of a library card while they are a minor.
 2. Adjusting the limited use cards to expire at the same time as regular library cards and allow them to be renewed. This change will reduce staff time and recognize the needs of part-time patrons.
 3. Adjusting eligibility for residents to only include areas where a reciprocal understanding is in effect. This includes Graham and Greenlee counties as well as the town of Willcox.

A motion was made by Councilman Seale, seconded by Councilman Malloque to approve the revisions to library policy CIR-1 Library Cards. The motion was unanimous. **MOTION ADOPTED**

6 - Mayor Gibbs; Richard Ortega, Vice Mayor; Councilman Seale, Councilman Malloque, Councilman Lopez and Councilman Howes.

8. NEW/OLD BUSINESS:

1. **Approve December 14, and December 17, 2015 Council Meeting Minutes.** A

motion was made by Councilman Malloque, seconded by Vice Mayor Ortega to approve the December 14 and December 17, 2015 Council Meeting Minutes as published. The motion carried unanimously. **MOTION ADOPTED**

5 - Mayor Gibbs; Richard Ortega, Vice Mayor; Councilman Seale, Councilman Malloque, and Councilman Lopez. Councilman Howes recused from voting because he was absent from those meetings.

2. **Approve December 14 and December 17, 2015 executive session minutes.** A motion was made by Vice Mayor Ortega, seconded by Councilman Malloque to approve the December 14 and December 17, 2015 Executive Session Council Meeting Minutes as published. **MOTION ADOPTED**

5 - Mayor Gibbs; Richard Ortega, Vice Mayor; Councilman Seale, Councilman Malloque, and Councilman Lopez. Councilman Howes recused from voting because he was absent from those meetings.

Councilman Lopez inquired about putting the Skeet Shoot on the agenda. Mr. Skeete stated that staff has not completed compiling the information on the Skeet Shoot area, but will provide the information as soon as it is compiled.

3. **Reappoint Clark Bingham as Fire Chief of the Safford Fire Department for 2016, pursuant to the City of Safford Municipal Code, Section 2.12.010 - Officers.** A motion was made by Councilman Malloque, seconded by Vice Mayor Ortega to approve the December 14 and December 17, 2015 Executive Session Council Meeting Minutes as published. **MOTION ADOPTED**

6 - Mayor Gibbs; Richard Ortega, Vice Mayor; Councilman Seale, Councilman Malloque, Councilman Lopez and Councilman Howes.

4. **Update and overall progress of Mt Graham Golf Course since City of Safford resumed responsibility on November 30, 2015.** Alma Flores, Finance Officer, provided an update on the finances and overall progress of the Golf Course since the City resumed responsibility of the Course on November 30, 2015. She reviewed the Budget of the Golf Course and explained the status of the personnel at the course which includes a full-time Parks Supervisor, 6 full-time (average 30 hours per week) and 2 part-time employees. She noted that a benefit to having a full-time City supervisor is that a DOC crew can work at the Golf Course. The DOC crew has been a good crew and has done a lot of clean-up. Additionally, a PowerPoint was presented that showed the general clean-up of and maintenance of the course. She recognized the Town of Thatcher for giving \$5,000 to assist with the Golf Course. She expressed her appreciation to the staff for doing such a great job at the course and for helping her with this project.

5. **City of Safford County Chamber of Commerce December 2015 Report.** (Report attached) Tom Claridge, Interim Executive Director of Graham County Chamber, provided an update and highlighted events. He reviewed Membership, Financial Status, Activities and Calendar. He noted that the Chamber is actively seeking membership throughout the Valley (currently 300 members). Have had several knew requests for new members. As the transition continues, the Board trimmed its operating budget to approximately 55% of its historic costs. He noted that the Town of Thatcher has donated \$5,000 to the Chamber.

9. **CONSENT RESOLUTIONS:**

1. **Request for the Mayor and Council to approve and adopt Resolution Number R16-001, authorizing the City Manager to accept a grant for State funds from the State of Arizona, through the Department of Transportation, for the purpose of aiding in the construction of Airport Improvements under Grant Number E6S3D.**

Randy Petty, Public Works Director, stated that the State of Arizona has requested the City accept funds for airport improvements for a project that was designed a few years ago. The design includes a rehab of the edge lighting of runway 826, replace electric vault, and upgrade signage. The project is designed and funding becomes available in 2016. The project is budgeted in this year's 2015/2016 budget. Total funding is \$1,500,000 million and a cost of \$157,000 to the City of Safford.

The City Clerk read the Title and Number of Resolution R16-001.

A motion was made by Councilman Howes, seconded by Councilman Malloque to approve and adopt Resolution Number R16-001, authorizing the City Manager to accept a grant for State funds from the State of Arizona, through the Department of Transportation, for the purpose of aiding in the construction of Airport Improvements under Grant Number E6S3D. **MOTION ADOPTED**

6 - Mayor Gibbs; Richard Ortega, Vice Mayor; Councilman Seale, Councilman Malloque, Councilman Lopez and Councilman Howes.

2. **Request for the Mayor and Council to approve and adopt Resolution Number R16-002, authorizing the City Manager to accept funds from the Natural Resources Conservation Service (NRCS) for the purpose of technical assistance, oversight, and consultation services for the completion of an individual dam assessment of the Graveyard Wash flood retarding structure.**

Randy Petty, Public Works Director, explained the reimbursable agreement between the City and Natural Resource Conservation Service (NRCS) for Graveyard Wash Dam which requires no city match. NRCS will pay one-hundred percent of

the grant. The amount of the grant is \$20,000. The intent of the grant is to study the emergency spillway to determine if it is currently deficient per ADWR new regulations. The project is in this year's 2015/2016 Capital Improvement Budget.

The City Clerk read the Number and Title of Resolution Number R16-002.

A motion was made by Councilman Howes, seconded by Vice Mayor Ortega to approve and adopt Resolution Number R16-002, authorizing the City Manager to accept funds from the Natural Resources Conservation Service (NRCS) for the purpose of technical assistance, oversight, and consultation services for the completion of an individual dam assessment of the Graveyard Wash flood retarding structure. **MOTION ADOPTED**

6 - Mayor Gibbs; Richard Ortega, Vice Mayor; Councilman Seale, Councilman Malloque, Councilman Lopez and Councilman Howes.

10. ORDINANCES:

1. **Request for the Mayor and City Council to approve and adopt Ordinance Number 15-007, an annexation of three parcels totaling 1.0 acre currently under the jurisdiction of Graham County, east of the City of Safford Mesa Yard adjacent to Highway 191.** Dustin Welker, Planning and Community Development Director, explained a first reading was held, signed petition presented, and have fulfilled all the requirements of annexation of property into the City.

The City Clerk read the Title and Number of Ordinance Number 15-007.

A motion was made by Councilman Malloque, seconded by Councilman Lopez to approve and adopt Ordinance Number 15-007, an annexation of three parcels totaling 1.0 acre currently under the jurisdiction of Graham County, east of the City of Safford Mesa Yard adjacent to Highway 191. **MOTION ADOPTED**

6 - Mayor Gibbs; Richard Ortega, Vice Mayor; Councilman Seale, Councilman Malloque, Councilman Lopez and Councilman Howes.

2. **First reading of Ordinance Number O16-001, an ordinance of the City of Safford, Graham County, Arizona adopting by reference amending Title 17, Zoning, of the City Of Safford Municipal Code.** Dustin Welker, Planning and Community Development Director, explained this is the first reading of the Water Efficiency Ordinance. He reviewed the process of developing the ordinance. He noted that

the Plant List is not a part of the ordinance and can be reviewed and compared to annually by the Committee.

Mayor Gibbs recognized Bill Brandau, Chairman of the Committee and member, Jeff McCormick are present.

The City Clerk read the Title and Number of Ordinance 16-001. **First Reading.**

3. **First reading of Ordinance Number O16-002, an ordinance of the City of Safford, Graham County, Arizona, authorizing the exchange of city land for land owned by Steve Garcia; and First reading of Ordinance Number O16-003, an ordinance of the City of Safford, Graham County, Arizona, authorizing the exchange of city land for land owned by Steve and Kim Garcia.**

Randy Petty, Public Works Director, explained Ordinance Numbers O16-002 and O16-003 is properties owned by Steve and Kim Garcia. The property owners were utilizing City Property east of the Mesa Yard fence. City property line extends 24.25 feet east of the current fence alignment on the east side of the Mesa Yard. The property is not needed by the City and will not be used in the foreseeable future. The City approached the owners of these two parcels and negotiated a land change. The City would exchange Tract 1, in both parcels, with the Garcia's property extending the Garcia property to the west. The City would acquire all their property east of ADOT right-of-way. The City property does not exceed the value of the Garcia's property.

The City Clerk read the Titles and Numbers of Ordinance Number O16-002 and O16-003. **First Reading.**

11. CONTRACTS, AGREEMENTS, BIDS:

1. **Request for the Mayor and City Council authorize the City Manager to enter into an agreement with Empire Southwest, L.L.C. to purchase a Caterpillar Wheel Loader (908-M).** Randy Petty, Public Works Director, stated that back on November 9th, the Council approved a lease of a wheel loader for the Landfill. The city attorney has some issues and concerns concerning the lease itself. Staff is requesting the Council approve a request to purchase the loader in lieu of the lease for the loader. The purchase amount for the Caterpillar Wheel Loader is \$102,472.

A motion was made by Councilman Howes, seconded by Vice Mayor Ortega to authorize the City Manager to enter into an agreement with Empire Southwest, L.L.C. to purchase a Caterpillar Wheel Loader (908-M). **MOTION ADOPTED**

6 - Mayor Gibbs; Richard Ortega, Vice Mayor; Councilman Seale, Councilman Malloque, Councilman Lopez and Councilman Howes.

2. **Request for the Mayor and City Council to approve an award of a contract to Manhole Coatings, L.L.C. of Scottsdale, AZ in the amount of \$137,386.80 for Project 67-613 Sewer Manhole Rehabilitation.** Jenny Howard, Utilities Director requested the Council consider the rehabilitation (cleaning, re-grouting and applying epoxy coating over the entire surface of each manhole) of forty-seven (47) manholes south of town on the FCI line. She explained these manholes were completed in-house several years ago and are failing rapidly from the gases. Some of these manholes are made of brick and need addressing quickly.

A motion was made by Councilman Lopez, seconded by Councilman Howes, and carried unanimously to approve an award of a contract to Manhole Coatings, L.L.C. of Scottsdale, AZ in the amount of \$137,386.80 for Project 67-613 Sewer Manhole Rehabilitation. **MOTION ADOPTED**

6 - Mayor Gibbs; Richard Ortega, Vice Mayor; Councilman Seale, Councilman Malloque, Councilman Lopez and Councilman Howes.

3. **Request for the Mayor and City Council to award the VAC-Con Building project to D.O. Ward's Custom Builders, Inc. of Thatcher, AZ for the amount of \$75,000.00.** Jenny Howard, Utilities Director, stated funding for this project will be provided from the current budget for the wastewater division capital improvements. The project is the construction of a 40X60 pre-fab building (building already purchased) to house and protect the expensive VAC-Con truck. Additionally, she explained an additional \$5,000 is available to cover the overage of \$5,000 from the 2015-16 Manhole Rehabilitation. She requested the Council consider awarding the VAC-Con Building Project to D.O. Ward's Custom Builders, Inc. of Thatcher, AZ for the amount of \$75,000.00.

A motion was made by Councilman Howes, seconded by Vice Mayor Ortega and carried unanimously to award the VAC-Con Building Project to D.O. Ward's Custom Builders, Inc. of Thatcher, AZ for the amount of \$75,000.00. **MOTION ADOPTED**

6 - Mayor Gibbs; Richard Ortega, Vice Mayor; Councilman Seale, Councilman Malloque, Councilman Lopez and Councilman Howes.

4. **Request to assign Lease Agreement for Hangar T-1 from Marvin Motes to Gareth and Ida Ann Hardy.** Dustin Welker, Planning and Community Development Director, stated Marvin Motes submitted a letter requesting to assign his lease at the Safford Regional Airport for Hangar T-1 to Gareth and Ida Ann Hardy effective immediately.

A motion was made by Councilman Malloque, seconded by Councilman Lopez and carried unanimously to assign Lease Agreement for Hangar T-1 from Marvin Motes to Gareth and Ida Ann Hardy. **MOTION ADOPTED**

6 - Mayor Gibbs; Richard Ortega, Vice Mayor; Councilman Seale, Councilman Malloque, Councilman Lopez and Councilman Howes.

5. **Request to consider approving OB Sports Golf Course Agreement.** Alma Flores, Finance Officer, stated OB Sports has been managing or consulting for over 110 premier golf courses. They are currently managing 55 courses, of which 25 courses are in Arizona. They are very well known and she believes their expertise will benefit the City during the budget process. Additionally, they will recommend how to prioritize projects, assist with fee schedule ensuring accuracy, and will visit our course every two weeks. She encouraged the Council to approve the temporary agreement.

A motion was made by Vice Mayor Ortega, seconded by Councilman Malloque and carried unanimously to approve the OB Sports Golf Course Agreement for six month period. **MOTION ADOPTED**

6 - Mayor Gibbs; Richard Ortega, Vice Mayor; Councilman Seale, Councilman Malloque, Councilman Lopez and Councilman Howes.

- 12. MEETINGS/ACTIVITIES HELD OR TO BE HELD BY COUNCIL OR CITY STAFF:** City Manager Skeete noted that city staff has organized a Martin Luther King Celebration on Thursday, January 14th at 6:00 p.m. at the Center for the Art's at the Safford School. The movie "Selma" will be played at 3:00 p.m. at the Library.

Councilman Lopez recognized the Police citations awarded to four officers.

Chief Brugman stated four police officers received accommodations from the U.S. Marshalls Office in Phoenix for the apprehension of various people with warrants.

- 13. COUNCIL REQUESTS FOR AGENDA ITEMS: NONE**

- 14. CITIZEN COMMENTS ON NON-AGENDA ITEMS: NONE**

A motion was made by Vice Mayor Ortega, seconded by Councilman Malloque and carried unanimously to adjourn into executive session at 7:22:28 p.m. to discuss Item #15.1. (below)

MOTION ADOPTED

15 EXECUTIVE SESSION:

1. Evaluate applications of candidates for the City Council seat vacancy, consider applicant questions and set date to conduct interviews. The Council may adjourn executive session and reconvene regular session to take action.

The Council adjourned executive session and returned to regular session at 8:08:00 p.m. The Council did not take action in regular session.

- 16. ADJOURN:** It was moved by Vice Mayor Ortega, seconded by Councilman Malloque, and carried unanimously to adjourn at 8:08:23 p.m. **MOTION ADOPTED**

APPROVED:

Wyn "Chris" Gibbs, Mayor
City of Safford

ATTEST:

Georgia Luster, MMC, City Clerk

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, January 11, 2016, and approved at a Regular Council Meeting on Monday, February 8, 2016. I further certify the meeting was duly called, held and that a quorum was present.

February 8, 2016

Date:

Georgia Luster, MMC, City Clerk