

## **SUMMARIZED MINUTES OF THE TOWN OF COLORADO CITY COUNCIL MEETING HELD MONDAY, JULY 15, 2024, AT 25 S CENTRAL STREET, COLORADO CITY, ARIZONA**

The meeting was called to order at 6:00 p.m. by Mayor Howard Ream.

Roll call showed present: Mayor Howard Ream, Vice Mayor Dalton Barlow, and Council Members: John Chatwin, Jerusha Darger, Alma Hammon, Thomas Holm, and Nathan Burnham.

The Pledge of Allegiance was led by Council Member Alma Hammon.

### **MINUTES OF PRIOR MEETINGS**

The minutes of the June 10, 2024, and June 26, 2024, meetings were presented, and no corrections were made.

**A motion was made by Council Member Nathan Burnham to approve the minutes of the June 10<sup>th</sup> & June 26<sup>th</sup>, 2024, meetings and seconded by Council Member Jerusha Darger. All voted in favor.**

### **PUBLIC COMMENT/INFORMATIONAL SUMMARIES**

Carl Pavilonis addressed the Council. He mentioned that they had a candidate meet and greet at the Cottonwood Park in Colorado City and most of the citizens didn't realize the importance of the primary election. He encouraged the Council and Town Staff to get the word out for the citizens to vote in the primary election as that is where most of the County positions are determined and seated.

Town Manager Vance mentioned that the primary is also where most of the Town elected seats are determined also.

Eric Duthie spoke to the council regarding a flyer that was put into the Hildale/Colorado City utility bill. He said there was some push back from the flyer and he wanted to speak about it to the Colorado City Council.

**The regular Town Council Meeting was adjourned at 6:10 p.m. for a public hearing.**

### **BUDGET HEARING FOR THE 2024-2025 FISCAL YEAR**

*The Mayor formally opened the Budget Hearing for public comment at 6:10 p.m.*

**A motion to adopt Ordinance 2024-13 rezoning parcel 404-53-005 from Parcel 404-53-005 from RE-1A Residential Estate to R1-20 Single Family Residential with the conditions of the approved variance was made by Councilmember Tom Holm and seconded by Councilmember Nathan Burnham. All voted in favor.**

**Consider Zoning Map Amendment – Parcel 404-53-197 From RE-1A Residential Estate to R1-12 Single Family Residential**

On July 1, 2024, the Planning Commission considered the request for zoning map amendment by Marie Jessop and unanimously recommended approval by the Town Council.

The developer's intent of this rezone is to develop additional lots for single family residential.

**A motion to adopt Ordinance 2024-14 rezoning Parcel 404-53-197 From RE-1A Residential Estate to R1-12 Single Family Residential was made by Councilmember Nathan Burnham and seconded by Councilmember Jerusha Darger. The motion was passed unanimously.**

**Consider the Preliminary Plat for Mohave Townhomes Subdivision**

The preliminary plat for Mohave Townhomes was reviewed by the Planning Commission at the July 1, 2024, meeting and after considerable discussion was unanimously recommended for approval by the Town Council.

The parcel is zoned as RM Multi-Family Residential

Thomas Timpson was representing the developer on this request and answered some questions from the Council. This project went through an extensive site plan review and the townhomes are currently under construction. To have the individual parcels the developer would have to go through the subdivision process. As outlined, the drives do meet fire code and are private and will be maintained through an HOA, a draft copy of the proposed HOA has been received by the Town and it will be finalized prior to final plat approval.

The developer requested deferment of the Richard Street improvements until they develop the property to the south of the Townhomes, due to sewer considerations for the future development.

**A motion to approve the preliminary plat for Mohave Townhomes was made by Councilmember Alma Hammon and seconded by Councilmember Jerusha Darger. All voted in favor.**

**Consider Resolution Authorizing PSPRS Actuarial.**

The Town has been working on the logistics of enrolling in the retirement systems available through the state retirement systems. The next step in the Public Safety Personnel Retirement System (PSPRS) process is to have the Town Council adopt a



The Utility Department staff have been working for several months with the Rural Community Assistance Corporation (RCAC) reviewing the culinary water rates and making recommendations for rate adjustments.

The proposed rate adjustments were reviewed at the Utility Advisory Board meeting held April 3, 2024, with a recommendation that the Town adopt the proposed rate adjustments.

The notice was posted, and the staff recommended the Council adopt the proposed rates.

**A motion to adopt Resolution 2024-23 adopting updated culinary water rates for the Town of Colorado City water department was made by Councilmember Nathan Burnham and seconded by Councilmember Alma Hammon. The motion passed unanimously.**

### **Consider Resolution Appointing a CFO for FY25 for Purposes of Filing Expenditure Limitation Reports**

It is an annual requirement now for the Town to designate the person responsible for submitting the annual expenditure limitation report. The CFO for FY25 must be designated and the Resolution on the Arizona Auditor General's form has to be uploaded before July 31 of each year.

**A motion to adopt Resolution 2024-24 designating Town Manager Vance Barlow as Chief Financial Officer for the Town of Colorado City for the purpose of filing the annual expenditure limitation report for FY25 was made by Councilmember Dalton Barlow. Councilmember John Chatwin seconded the motion, and all voted in favor.**

**There was no Executive Session during this meeting**

### **Budget Report and Order to Pay Due Claims**

The Budget Report was presented by Town Manager Vance Barlow and the Payment Approval Report was presented by Town Clerk Shirley Zitting for review and approval.

**A motion to pay the due claims as they become due was made by Councilmember Alma Hammon and seconded by Councilmember Jerusha Darger. All voted in favor and the motion passed.**

### **Council Comments**

Councilmember Tom Holm made a comment regarding some of the water restrictions and comments he had received from citizens.

Mayor Ream thanked Eric Duthie for his comments.

Councilmember Nathan Burnham thanked the Utility Department and the Public Works Department for their efforts.

**ADJOURNMENT 7:16 p.m.**

## **SUMMARIZED MINUTES OF THE TOWN OF COLORADO CITY COUNCIL MEETING HELD MONDAY, JULY 15, 2024, AT 25 S CENTRAL STREET, COLORADO CITY, ARIZONA**

The meeting was called to order at 6:00 p.m. by Mayor Howard Ream.

Roll call showed present: Mayor Howard Ream, Vice Mayor Dalton Barlow, and Council Members: John Chatwin, Jerusha Darger, Alma Hammon, Thomas Holm, and Nathan Burnham.

The Pledge of Allegiance was led by Council Member Alma Hammon.

### **MINUTES OF PRIOR MEETINGS**

The minutes of the June 10, 2024, and June 26, 2024, meetings were presented, and no corrections were made.

**A motion was made by Council Member Nathan Burnham to approve the minutes of the June 10<sup>th</sup> & June 26<sup>th</sup>, 2024, meetings and seconded by Council Member Jerusha Darger. All voted in favor.**

### **PUBLIC COMMENT/INFORMATIONAL SUMMARIES**

Carl Pavilonis addressed the Council. He mentioned that they had a candidate meet and greet at the Cottonwood Park in Colorado City and most of the citizens didn't realize the importance of the primary election. He encouraged the Council and Town Staff to get the word out for the citizens to vote in the primary election as that is where most of the County positions are determined and seated.

Town Manager Vance mentioned that the primary is also where most of the Town elected seats are determined also.

Eric Duthie spoke to the council regarding a flyer that was put into the Hildale/Colorado City utility bill. He said there was some push back from the flyer and he wanted to speak about it to the Colorado City Council.

**The regular Town Council Meeting was adjourned at 6:10 p.m. for a public hearing.**

### **BUDGET HEARING FOR THE 2024-2025 FISCAL YEAR**

*The Mayor formally opened the Budget Hearing for public comment at 6:10 p.m.*

Town Manager Vance Barlow addressed this line item. The tentative budget was adopted on June 10, 2024, with an invitation to the public to meet with staff and discuss the budget if anyone was interested.

The tentative budget and notice of budget hearing were published in the Kingman Daily Miner per ARS §39-204 and were posted on the Town's website and has been available for public review in the Town Clerk office.

The only change from the tentative budget to the final budget was breaking out the land use fees from the building permit fees. Overall, the final proposed budget amount is that same as the tentative budget.

*There were no public comments, and the hearing closed at 6:11 p.m.*

### **Consider Resolution Adopting Final Budget For 2024-25 Fiscal Year**

**After some explanation regarding the change made to the tentative budget from the Town Manager, there was a motion to approve the budget made by Councilmember Alma Hammon and seconded by Councilmember Dalton Barlow. All voted and the motion passed unanimously.**

### **DEPARTMENT REPORTS**

The department reports were in the information packet.

Airport

Building

Police

Public works

Utilities

Town Manager

Town Manager Vance Barlow and the Department Heads answered questions and clarified the department reports.

### **Consider Zoning Map Amendment – Parcel 404-53-005 from RE-1A Residential Estate to R1-20 Single Family Residential with the conditions of the approved variance.**

On July 1, 2024, the Planning Commission considered the request for zoning map amendment by Derek Barlow and after some discussion and review of the variance granted at the June 10, 2024, meeting, unanimously recommended approval by the Town Council.

The developer's intent of this rezone is to divide his property that has an existing duplex building into two separate parcels.



**A motion to adopt Ordinance 2024-13 rezoning parcel 404-53-005 from Parcel 404-53-005 from RE-1A Residential Estate to R1-20 Single Family Residential with the conditions of the approved variance was made by Councilmember Tom Holm and seconded by Councilmember Nathan Burnham. All voted in favor.**

**Consider Zoning Map Amendment – Parcel 404-53-197 From RE-1A Residential Estate to R1-12 Single Family Residential**

On July 1, 2024, the Planning Commission considered the request for zoning map amendment by Marie Jessop and unanimously recommended approval by the Town Council.

The developer's intent of this rezone is to develop additional lots for single family residential.

**A motion to adopt Ordinance 2024-14 rezoning Parcel 404-53-197 From RE-1A Residential Estate to R1-12 Single Family Residential was made by Councilmember Nathan Burnham and seconded by Councilmember Jerusha Darger. The motion was passed unanimously.**

#### **Consider the Preliminary Plat for Mohave Townhomes Subdivision**

The preliminary plat for Mohave Townhomes was reviewed by the Planning Commission at the July 1, 2024, meeting and after considerable discussion was unanimously recommended for approval by the Town Council.

The parcel is zoned as RM Multi-Family Residential

Thomas Timpson was representing the developer on this request and answered some questions from the Council. This project went through an extensive site plan review and the townhomes are currently under construction. To have the individual parcels the developer would have to go through the subdivision process. As outlined, the drives do meet fire code and are private and will be maintained through an HOA, a draft copy of the proposed HOA has been received by the Town and it will be finalized prior to final plat approval.

The developer requested deferment of the Richard Street improvements until they develop the property to the south of the Townhomes, due to sewer considerations for the future development.

**A motion to approve the preliminary plat for Mohave Townhomes was made by Councilmember Alma Hammon and seconded by Councilmember Jerusha Darger. All voted in favor.**

#### **Consider Resolution Authorizing PSPRS Actuarial.**

The Town has been working on the logistics of enrolling in the retirement systems available through the state retirement systems. The next step in the Public Safety Personnel Retirement System (PSPRS) process is to have the Town Council adopt a

resolution authorizing an actuarial study for the Town. The cost of the actuarial is \$2,500.00

PSPRS is only for public safety and the Town will need to make additional decisions on whether to enroll in Arizona State Retirement System (ASRS) at some future date. We are still waiting for word on the finalizing of Section 218 agreement that was approved by the Town. The estimated retirement amounts have been budgeted for and are currently being put into the 457(b) plan.

**Motion to approve Resolution 2024-21 authorizing PSPRS actuarial was made by Nathan Burnham and seconded by Alma Hammon. The motion passed unanimously.**

### **Consider Resolution Renewing Uzona Chamber of Commerce as DMO for Town**

In November 2021 the Town designated the Uzona Chamber of Commerce as a Destination Marketing Organization for the Town. It has come to the attention of the Town that this designation needs to be renewed annually to remain in place.

This designation opens some grant opportunities for the region from the Arizona Office of Tourism through their Rural Marketing Co-op Program.

The Arizona Office of Tourism also requires that the designating agency designate a signatory authority to sign the affidavit.

Town Manager Vance Barlow explained that in studying the nuances of budgeting, it has come to his attention that the amount of bed tax that is received in excess of 5% must be spent on the promotion of tourism by the Town. In reviewing the amounts collected it is not a lot but has averaged about \$700 per year. This designation and paying a small amount to the Chamber to promote tourism will fulfill that requirement.

Currently the UZONA Chamber of Commerce is working with While You're In Town to promote tourism in Colorado City by:

- Producing High Quality Cinematic Videos featuring our local attractions and businesses.
- Managing digital ad campaigns that reach millions of visitors per year.
- Incentivizing local businesses to promote the region with their own ad dollars.
- Giving visitors a better experience so they'll be more likely to return and tell others

**A motion to approve Resolution 2024-22 designating Uzona Chamber of Commerce as Destination Marketing Organization (DMO) for the Town of Colorado City and designating a signatory authority was made by Councilmember Jerusha Darger and seconded by Councilmember Alma Hammon. All voted in favor.**

### **Consider Resolution Adopting Updated Culinary Water Rates for the Town of Colorado City**

On May 13, 2024, Council meeting the Town Council approved posting a notice of intent to adopt updated culinary water rates.



The Utility Department staff have been working for several months with the Rural Community Assistance Corporation (RCAC) reviewing the culinary water rates and making recommendations for rate adjustments.

The proposed rate adjustments were reviewed at the Utility Advisory Board meeting held April 3, 2024, with a recommendation that the Town adopt the proposed rate adjustments.

The notice was posted, and the staff recommended the Council adopt the proposed rates.

**A motion to adopt Resolution 2024-23 adopting updated culinary water rates for the Town of Colorado City water department was made by Councilmember Nathan Burnham and seconded by Councilmember Alma Hammon. The motion passed unanimously.**

### **Consider Resolution Appointing a CFO for FY25 for Purposes of Filing Expenditure Limitation Reports**

It is an annual requirement now for the Town to designate the person responsible for submitting the annual expenditure limitation report. The CFO for FY25 must be designated and the Resolution on the Arizona Auditor General's form has to be uploaded before July 31 of each year.

**A motion to adopt Resolution 2024-24 designating Town Manager Vance Barlow as Chief Financial Officer for the Town of Colorado City for the purpose of filing the annual expenditure limitation report for FY25 was made by Councilmember Dalton Barlow. Councilmember John Chatwin seconded the motion, and all voted in favor.**

**There was no Executive Session during this meeting**

### **Budget Report and Order to Pay Due Claims**

The Budget Report was presented by Town Manager Vance Barlow and the Payment Approval Report was presented by Town Clerk Shirley Zitting for review and approval.

**A motion to pay the due claims as they become due was made by Councilmember Alma Hammon and seconded by Councilmember Jerusha Darger. All voted in favor and the motion passed.**

### **Council Comments**

Councilmember Tom Holm made a comment regarding some of the water restrictions and comments he had received from citizens.

Mayor Ream thanked Eric Duthie for his comments.

Councilmember Nathan Burnham thanked the Utility Department and the Public Works Department for their efforts.

**ADJOURNMENT 7:16 p.m.**



## CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the meeting of the Town Council of Colorado City held on the 15<sup>th</sup> day of July 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 12<sup>th</sup> day of August 2024.

  
Town Clerk

