

Minutes of the regular meeting of the Winslow City Council held on May 10, 2022 at 6:30 P.M. in the main hall of the Winslow Visitor's Center, 523 West Second Street, Winslow, Arizona.

MEMBERS PRESENT:

Mayor Cano, Councilmember Boyd, Councilmember Cake, Councilmember Crisp, Councilmember Jackson, Councilmember MacLean

MEMBERS ABSENT:

Councilmember Nelson

STAFF:

John Barkley City Manager, Trish Stuhan City Attorney, Suzy Wetzel City Clerk, David Coolidge Assistant City Manager, Elias Jouen Finance Director, Tim Westover Public Works Director, Ken Arend Police Chief, James Hernandez Fire Chief, Marshall Larsen City Inspector

Mayor Cano called the meeting to order. The Pledge was given and the Invocation was offered by Mayor Cano. Roll call was taken and Councilmember Nelson was absent. Motion: Moved by Councilmember Crisp, seconded by Councilmember Cake, to excuse Councilmember Nelson. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson and MacLean voting yes.

CALL TO THE PUBLIC

Ralph Miholland of Mobile Recycling referred to the update from Waste Management that is included on the agenda and spoke regarding the city's recycling program. Mr. Miholland also spoke regarding his company's efforts to increase recycling in the community. Mayor Cano directed the City Manager to meet with Mr. Miholland to discuss his issues.

MAYOR AND COUNCILMEMBERS REPORTS

A. Current Events and Announcements

After encouraging individuals to visit the calendar of events on the city website, Councilmember Crisp provided details of the first Farmers Market of the season that was held on May 7th.

Councilmember Jackson announced the Northland Pioneer College food distribution event scheduled for tomorrow (Wednesday) from 1 - 3:00 p.m.

Mayor Cano announced that the fireworks fund is now accepting donations and provided information for anyone who would like to donate. Mayor Cano also provided details regarding the Jammin' 4 Jackson event scheduled for May 14th at the Route 66 Plaza.

Councilmember MacLean discussed the Arts Festival held on April 30th that was well-organized and well-attended and encouraged attendance to upcoming events in the downtown area.

B. Future Agenda Items

Mayor Cano referred to last minute efforts that occur every year to raise enough money for the fireworks show and discussed options that the city could possibly provide to assist with donations on year round basis.

Mayor Cano also requested information on how funds are collected when the Fire Department responds to calls outside of city limits (i.e. Interstate 40, Navajo County).

SCHEDULED PRESENTATIONS AND PROCLAMATIONS

A. Proclamation – Proclaiming May 11 – 15, 2022 as National Police Week

The proclamation was read by Mayor Cano and presented to Police Department staff that were in attendance.

B. Proclamation – Proclaiming May 15 – 21, 2022 as Emergency Medical Services Week

The proclamation was read by Councilmember Crisp and presented to Action Medical Service staff that were in attendance.

C. Proclamation – Proclaiming May 21, 2022 as Kids to Parks Day

After Councilmember MacLean read the proclamation, Mayor Cano stated that it will be forwarded to the organization that requested that it be placed on the agenda.

D. Update from Waste Management Regarding Recycling

After briefly discussing his background with Waste Management, Clark Landrum, Public Sector Solutions Manager for the Four Corners Area, presented a PowerPoint presentation regarding recycling. The presentation included information regarding tons of recycling collected

per month since January 2022 in the City of Winslow and the natural resources saved by recycling.

In response to comments from Councilmember Crisp, Mr. Landrum clarified the types of material that can be recycled by number including glass. There was also discussion regarding the need to educate the public specifically the youth with assistance of the school district.

STATUS REPORTS

A. Verbal Status Report on Current City Activities by City Manager Which May Include Highlights of Various City Department Activities

After commenting on the Public Input Session for the Five Year Capital Improvement Plan held prior to the City Council meeting, the City Manager commented on the following items:

- Fiscal Year 2023 budget process including adoption of the Tentative Budget on May 24th
- Continuation of Strategic Planning meetings with Council and staff
- Healthcare Open Enrollment taking place through May 31st
- Completion of performance evaluations for all staff
- Letter sent to Navajo County regarding Supervisorial Redistricting
- Discussion with FEMA regarding the Floodplain and flood insurance relief
- Completion of draft Audit Report for Fiscal Year 2021
- Update on property located at 104 East First Street
- Possible lease of Airport restaurant space

B. Monthly Financial Report by Finance Director Which May Include Balances, Expenditures and Revenues in All Funds and Various Sales Tax Comparisons by Category

After referring to his written report that was included in the packet showing balances, expenditures and revenues in the General and Enterprise Funds for the month of March 2022, the Finance Director highlighted City Sales Tax revenues by category as provided by the Department of Revenue in comparison to this time last year. The categories referenced were the additional Restaurant and Bar Tax and the additional Bed Tax.

C. Quarterly Report by Police Chief Which May Include Highlights from Divisions within the Police Department, Statistics and Community Engagement

The Police Chief referred to his written report that was included in the packet and highlighted information related to the following:

- Increase in Part 1 crimes which includes violent crimes and property crimes but still down from a five-year perspective
- Increase in calls for service
- A total of 31 cases reviewed and/or worked by the Detective Unit this quarter with 20 felony arrests
- Special projects including the ACJIS system and remodel of dispatch center
- Code Compliance cases for the quarter
- Update on staffing

With regard to Code Compliance, the Police Chief responded to questions from Mayor Cano regarding the citation process and solutions for repeat offenders. The City Attorney also provided information regarding the nuisance ordinance and ways that the process can be expedited. In response to comments from Mayor Cano regarding the need to clean up the community, specifically vehicles on both private and public property, the City Attorney advised that further discussion will need to be brought back on a future agenda.

Councilmember Crisp requested that the Kaseware link be posted on the Police Department's Facebook page. The Police Chief also responded to a question from Mayor Cano regarding a free spay/neuter clinic.

D. Presentation and/or Discussion Regarding Economic Development Updates from Recent City Meetings Which May Include Strategic Planning/Master Plan Updates and Extension of Transcon Lane for Future Economic Growth/Development

After a brief discussion regarding Strategic Planning, the City Manager provided an update on the proposed extension of Transcon Lane and its relation to future development of a truck stop in the area.

Mayor Cano announced that Lynn Merrill will be in Winslow the week of May 16th to discuss the process for creating a Master Plan. After receiving clarification regarding the intent of Mr. Merrill's visit, the City Attorney provided options on how best to move forward with involving the Council to develop a Master Plan.

CONSENT CALENDAR

Councilmember MacLean requested that Item D be pulled for discussion. Motion: Moved by Councilmember Cake, seconded by Councilmember Boyd, to approve the Consent Calendar as presented minus Item D. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson and MacLean voting yes.

- A. Discussion and/or Action to Approve the Check Register**
- B. Discussion and/or Action to Approve Minutes of the City Council Work Session and Regular Meeting and Executive Session of April 26, 2022**
- C. Discussion and/or Action Regarding Appointment of Member to the Agriculture Commission**
- D. Discussion and/or Action to Approve Encroachment Permit for Bojo's Grill, 117 West Second Street, for Installation of Railing for Outdoor Seating**

Councilmember MacLean referred to various restaurants in the downtown area that have outdoor seating and stated that he wants to make sure that future extensions are done in compliance with ADA requirements and that the setbacks are consistent for each location.

After the City Manager stated that he sees no risk that is any different from other outdoor venues that were previously approved, the following motion was made:

Motion: Moved by Councilmember MacLean, seconded by Councilmember Crisp, to approve Item D. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson and MacLean voting yes.

COUNCIL CONSIDERATION AND POSSIBLE ACTION

- A. Discussion and/or Direction to the City Attorney regarding Municipal Code Updates Related to the Planning & Zoning Commission**

Before turning this item over to the City Attorney for further discussion, the City Manager stated that staff is looking to the Council to provide a recommendation with regard to replacing the Planning & Zoning Commission with a Zoning Hearing Officer. The City Manager explained that staff is looking to streamline the process due to the anticipated development and growth in the city.

The City Attorney referred to the fact that the Planning & Zoning Commission has not met often over the last several years and stated that the city is having a difficult time filling the current vacancies. The City Attorney briefly discussed the city's General Plan and explained actions necessary to make amendments to the plan that involve the Commission as well as other general responsibilities and tasks of the Commission.

The City Attorney discussed the following options for the Council to consider:

1. Decrease the size of the Commission to five members and designate two councilmembers to serve along with three residents.
2. Abolish the Commission entirely wherein the Council would act as the Commission.
3. Replace the Commission with a Council-appointed Zoning Hearing Officer with expertise in planning who would provide recommendations to the Council.

The City Attorney stated that each option would require an amendment to the Code and there was further discussion regarding the three options and how they would impact current opportunities for growth and development. The City Attorney also responded to questions from the Mayor and members of the Council.

Motion: Moved by Councilmember MacLean, seconded by Councilmember Cake, to change to a Zoning Hearing Officer. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson and MacLean voting yes.

Prior to voting on the motion, the City Attorney clarified that the intent of the motion is for her to draft an ordinance amending the Code to replace the Planning & Zoning Commission with a Zoning Hearing Officer for action by the Council at a future meeting. The City Attorney will also provide information regarding duties of the Hearing Officer, a budget estimate and a pool of candidates for the Council to consider.

In response to a question from Councilmember Crisp, clarification was provided that a different option can be considered by the Council in the future if they determined that the Zoning Hearing Officer did not prove to be beneficial. At the request of Mayor Cano, the City

Attorney confirmed that the Commission will still be utilized if needed until action is taken by the Council to change the Code.

ADJOURNMENT

Motion: Moved by Councilmember Boyd, seconded by Mayor Cano, to adjourn at 8:50 p.m. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson and MacLean voting yes.

Mayor

Attest:

City Clerk

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Winslow City Council held on May 10, 2022 at 6:30 P.M. I further certify that the meeting was duly called and that a quorum was present.

Dated this _____ day of _____, 2022.

City Clerk