

Minutes of the regular meeting and executive session of the Winslow City Council held on July 12, 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, Councilmember Nelson

MEMBERS ABSENT:

None

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

Mayor Cano called the meeting to order. The Pledge was given and the Invocation was offered by Mayor Cano. Roll call was taken and all members were present.

CALL TO THE PUBLIC

Dan Lutzick addressed questions that he has been asked from citizens and asked the Council if the city is entertaining a significant change to parking in the downtown area. Mr. Lutzick also asked the Council if the city is considering altering the Route 66 Overlay District that currently allows for individuals to live and work in the zoning district to a zone that only allows for commercial dwellings. After Mr. Lutzick requested that the city release a statement to address these issues, Mayor Cano requested that staff set up a meeting with Mr. Lutzick to address his concerns.

Rich Leonard, representing the Little League Senior Softball Team, announced that the girls have won the State Championship and asked if the city can assist them with financial support for the Western Region Tournament in Missoula, Montana. Mayor Cano requested that consideration to support the team be placed on the next agenda and clarification was provided that July 26th was not too late to provide support to the team.

MAYOR AND COUNCILMEMBERS REPORTS

A. Current Events and Announcements

Councilmember Crisp announced the following items:

- Community Blood Drive sponsored by the Elks Lodge & The Cherry Bombs on July 20th & 21st
- First day of school on August 8th cautioning citizens to slow down and watch for kids walking to and from school
- Easy Adventure Clear Creek Paddlers event at McHood Park on July 17th
- Rural Policy Forum in Winslow on August 3rd – 5th
- Beautification Committee Bunco Fundraising event on September 3rd
- Farmers Market every Saturday from 9:00 a.m. to noon

Councilmember Nelson announced that the Silver Creek Rotary Club in Snowflake will be hosting a Navajo County Candidate Forum on July 29th at 7:00 p.m. at the Snowflake Fire Station.

After announcing that the Employee Appreciation Pool Party will be held on July 16th, Mayor Cano discussed the following events:

- Pow Wow that occurred on July 2nd & 3rd
- Diamondbacks Donate for Life Day on July 9th
- Beautification Committee Clean-Up on July 10th
- Nation of Patriots riders in Winslow today (July 12th)
- July 4th Fireworks Show
- Thank you letters received from the Battalion Drum & Bugle Corps who have been in Winslow for training

Councilmember MacLean commented on the addition of the Splash Pad for the community to enjoy and thanked city staff for bringing the project to fruition.

B. Future Agenda Items

Mayor Cano stated that she has been contacted regarding safety concerns on Williamson Avenue for kids walking to and from school and requested that staff discuss options for speed limit issues and/or bring it back to the Council for action. After a brief discussion, the City Attorney advised that staff can regroup and further discussion regarding options can be included on a future agenda if it requires action by the Council.

Mayor Cano requested that renaming the stadium at Vargas Field in honor of Art Griffith as the long time High School Baseball Coach be included on a future agenda.

SCHEDULED PRESENTATIONS

A. Introduction of ADEQ Community Liaison Unit Manager Mannie Bowler

Mayor Cano stated that since Mannie Bowler was unable to attend, this item will be placed on a future agenda.

B. Quarterly Court Report Which May Include Justice Court and Municipal Court Case Filings by Category

After commenting briefly regarding parking violation fees at Clear Creek, Judge Little provided 2021 caseload information for other northern Arizona precincts.

Judge Little then provided his report covering the months of April through June 2022. The report included the number of cases filed in both the Justice Court and the Municipal Court for the following:

Civil & Criminal Traffic	Criminal Misdemeanor
Initial Appearances	Small Claims
Civil Lawsuits	Eviction Actions
Search Warrants	Protection/Harassment Orders

Judge Little explained that criminal felony cases shown in his report reflects zero due to the fact that these cases are now filed directly in Superior Court. Judge Little informed the Council that the on-going cash bonds will remain in effect for heavy drug cases on Interstate 40. Judge Little also responded to questions regarding the parking violation fees at Clear Creek and stated that violators have reported to him that they were not aware of the parking requirement. There was a brief discussion regarding the possible need for additional signage.

C. Quarterly Old Trails Museum Report Which May Include Discussion of Museum Operations, Hours, Staffing and Events

Ann-Mary Lutzick, Director of the Old Trails Museum, referred to her written report that was included in the packet and highlighted information from the newsletter that was also provided to the Council summarizing museum activities from the prior six months, some of which were covered in her prior quarterly report.

Ms. Lutzick discussed the Antique Appraisal Fair held on July 9th and upcoming events including the museum's participating in the Rural Policy Forum, the Route 66 Documentary at the Winslow Theater on

August 17th and the 2022 High Desert Fly-In on Saturday, September 17th.

Ms. Lutzick referred to the Volunteer Thank-You Party held on June 20th and stated that the museum is still in need of volunteers to host visitors and work on collections. Ms. Lutzick provided information regarding the impact that the pandemic has had on museums throughout the country. Ms. Lutzick also responded to questions from Mayor Cano regarding the Antiques Appraisal Fair and the High Desert Fly-In.

STATUS REPORTS

A. Verbal Status Report on Current City Activities by City Manager Which May Include Highlights of Various City Department Activities and Timeline for Adoption of the General Plan

The City Manager provided information regarding the general plan document that is regulated by the State and provides guidance for elements related to the city's planning efforts. The City Manager referred to statutory requirements that the general plan be updated every ten years and stated that the city's plan has not been updated since 2002.

After discussing specific elements of the general plan, the City Manager referred to the City Attorney's memo relating to the General Plan (a copy of which was provided to the Council). The City Attorney provided options for moving forward to meet the statutory requirements related to readopting the existing plan with or without amendments or preparing and adopting a new plan. After stating that the process can be handled internally or outsourced to a planning consultant, the City Attorney discussed the timeline involved with the process.

At the request of the City Manager, the City Attorney clarified that it will not be necessary to present the general plan to the qualified electors for approval based on the statute population requirement. The City Attorney confirmed that the current plan is still in effect and, in response to a question from Councilmember Crisp, the City Attorney stated that there is a statute requirement that the general plan be adopted every ten years but there is no penalty if it is not done.

In closing, the City Attorney advised that staff should move forward with the process to bring the general plan before the Council for adoption within the next year.

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 for the month of May 2022, the Finance Director highlighted various City Sales Tax revenues by category as provided by the Department of Revenue in comparison to last month and this same time last year.

The Finance Director reported that July 1st began the new fiscal year and preparations are underway for the independent audit for the fiscal year ending June 30th. The Finance Director also reported that a check has been sent to NACOG for administration of the Utility Assistance Program wherein eligible utility customers can request assistance with paying for their utility bill up to \$600. The Finance Director responded to questions from Mayor Cano regarding the program.

C. Presentation and/or Discussion Regarding Economic Development Updates from Recent City Meetings Which May Include Strategic Planning and Land Usage Master Plan Updates

After explaining that this item is included on the agenda to update the Council about various meetings that may have taken place, the City Manager stated that staff has been working on a Planned Area Development application form to accommodate future economic development projects. Mayor Cano and Councilmember MacLean, who have been attending the Land Usage Master Plan meetings, commented on the purpose of moving forward with development of an application form in anticipation of future development.

CONSENT CALENDAR

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

- A. Discussion and/or Action to Approve the Check Register**
- B. Discussion and/or Action to Approve Minutes of the City Council Regular Meeting, Public Hearing & Executive Session and Special Meeting of June 28, 2022 (Suzy Wetzel)**
- C. Discussion and/or Action Regarding Appointment of Member to Agriculture Commission (John Barkley)**

- D. Discussion and/or Action to Approve Inspection Services Agreement Between the City and the Arizona Department of Housing**
- E. Discussion and/or Action to Approve Notice of Intent for Proposed New and Increased Rates, Fees and Charges**

After the City Clerk responded to a question from Mayor Cano regarding the proposed fee increase for mobile/manufactured home permits, the following motion was made:

Motion: Moved by Mayor Cano, seconded by Councilmember Cake, to approve Item E, Notice of Intent for proposed new and increased rates, fees and charges. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson, MacLean and Nelson voting yes.

- F. Discussion and/or Action to Approve Ordinance No. 1381 Amending Various Sections of Title 17, Zoning, of the Municipal Code Related to the Review, Approval and Appeals of Conditional Use Permits by the Planning and Zoning Hearing Officer**

MOTION TO MOVE INTO EXECUTIVE SESSION

Motion: Moved by Councilmember Jackson, seconded by Councilmember Cake, to move into executive session. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson, MacLean and Nelson voting yes.

EXECUTIVE SESSION

- A. An executive session pursuant to A.R.S. § 38-431.03(A)(1) and (3), the City Council may hold an executive session for discussion or consideration regarding resignation of the City Manager, employment of a new and/or interim City Manager and legal advice with the City Attorney regarding the resignation and recruitment process**

POSSIBLE DISCUSSION OR ACTION REGARDING ABOVE EXECUTIVE SESSION ITEM

After returning from executive session, Mayor Cano referred to City Manager John Barkley's resignation effective August 5, 2022 and stated that the Mayor and Council are grateful for his service and leadership to city staff and the community.

Mayor Cano further stated that the decision has been made by the Mayor and Council to appoint Assistant City Manager Dave Coolidge as the Interim City Manager for the City of Winslow.

Motion: Moved by Councilmember MacLean, seconded by Mayor Cano, to approve Mr. David Coolidge as the Interim City Manager effective July 13, 2022. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson, MacLean and Nelson voting yes. Councilmember Jackson stated that this decision was made to assist with a smooth transition for both Mr. Barkley and Mr. Coolidge.

At the request of the City Attorney, Mayor Cano confirmed that a contract with Mr. Coolidge should be included on the next agenda.

ADJOURNMENT

Motion: Moved by Councilmember Cake, seconded by Councilmember Boyd, to adjourn at 9:08 p.m. Motion passed unanimously with Mayor Cano and Councilmembers Cake, Crisp, Jackson, MacLean and Nelson 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 and executive session of the Winslow City Council held on July 12, 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