

Minutes of the regular meeting and executive session of the Winslow City Council held on July 26, 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 (via Zoom)

MEMBERS ABSENT:

Councilmember Nelson

STAFF:

David Coolidge Interim City Manager, Trish Stuhan City Attorney (via Zoom), Suzy Wetzel City Clerk, Elias Jouen Finance Director, Ken Arend Police Chief, Ron Blass Police Lieutenant, Una Wirkebau Economic Development Director (via Zoom), Brandee Leary Librarian

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

CALL TO THE PUBLIC

Janice Henling, speaking on behalf of the Friends of the Library, thanked the city for the various ways they have supported plans for a new library and spoke regarding their fundraising efforts.

Sarah Smithson, also speaking on behalf of the Friends of the Library, began discussing fundraising efforts for a new library, however since a presentation was included on the agenda, Ms. Smithson did not continue with her statement.

Dan Lutzick referenced comments he made at the last meeting and thanked Vice Mayor Crisp and the Interim City Manager for meeting with him to answer his questions. Mr. Lutzick also discussed the Rural Policy Forum and recommended that staff meet with downtown restaurant owners to answer questions that remain unanswered regarding the event. Mr. Lutzick then spoke briefly about the presentation from the Executive Director of the Winslow Arts Trust that is included on the agenda. Mayor Cano requested that staff have the Economic Development Director in touch with Mr. Lutzick to answer questions related to the Rural Policy forum issue.

MAYOR AND COUNCILMEMBERS REPORTS

A. Current Events and Announcements

Councilmember Crisp provided information regarding the Beautification Committee's Bunco event scheduled for September 3rd. Councilmember Crisp also stated that the Farmers Market is still being held every Saturday on First Street from 9:00 a.m. to noon and announced that information for the Cherry Bombs School Supply Drive is available on their Facebook page.

Mayor Cano discussed the following events:

- Blues Festival hosted by the Arts Council on August 6th
- Community Clean-up held last weekend with assistance from former Police Chief Steve Garnett, police department employees and various community members
- City wide weed abatement efforts
- Site visit to New Mexico in conjunction with proposed development in Winslow

Councilmember Crisp announced details of the food distribution event that will take place on Thursday, July 28th.

B. Future Agenda Items

None.

SCHEDULED PRESENTATIONS

A. Presentation from Friends of the Library Regarding Fundraising Efforts for a New Library

Picking up where she left off under Call to the Public, Sarah Smithson stated that the Friends of the Library are excited to finally be moving in the direction of a new library. Ms. Smithson thanked the Librarian and her staff for the assistance that they have provided with regard to raising funds for a new library including the Reading Tree Sculpture and t-shirt sales. Ms. Smithson also thanked the City Council and staff for their support with this project.

In response to a question from Mayor Cano, the Librarian provided information regarding the GoFundMe page for anyone interested in donating. Mayor Cano also recommended that staff look into grant funding for a new library wherein the Librarian stated that the next several months will be spent working on paperwork to begin the

process to start construction with detailed plans and grant funding information to be provided to the Council in the next couple of months. The Librarian also responded to additional questions and comments from the Mayor and members of the Council.

B. Presentation from Anne Doyle, Executive Director of the Winslow Arts Trust (WAT), Regarding Exhibits on Display at the WAT Museum and Their Participation in the Rural Policy Forum

After briefly commenting on her background and experience relating to art, Anne Doyle provided information regarding both the Winslow Arts Trust and the Winslow Arts Trust Museum. Ms. Doyle discussed the contents of her PowerPoint Presentation that included pictures of museum exhibits as well as various events that have taken place at the museum. The presentation also included goals of the museum including engagement, visibility, facilities and collections management, regional and local history and promoting events and cultural assets of Winslow.

Ms. Doyle discussed how the museum will be participating in the Rural Policy Forum which will include distributing a map showing downtown Winslow arts and culture sites to all forum registrants. Mayor Cano suggested that the St. Joseph Catholic Church be included on the map. Ms. Doyle also responded to questions and comments from Mayor Cano regarding sites that will be included on the Economic Development tour, including the El Grande Garage. There was further discussion regarding the possibility of having those sites open on a regular basis for tourists as well as locals. Mayor Cano and Ms. Doyle also discussed the need for the city and the Arts Trust to collaborate efforts to promote and maximize the success of the museum and other events taking place in the city.

Ms. Doyle responded to a question from Councilmember Crisp regarding possible exhibit ideas from local residents for the museum. Mayor Cano also provided ideas for local exhibits.

C. Quarterly Chamber Report Which May Include Visitor Center Statistics, Bed Tax Financial Information and Past/Future Event Updates

After extending an invitation to Ms. Doyle to make her presentation at a future Good Morning Winslow event, Bob Hall, Executive Director of the Chamber of Commerce, apologized for not having the financial portion of his report available. Mr. Hall provided his report for the period April – June 2022 that included the number of visitors for the period, the number of travel and relocation packs distributed, the

number of brochures printed and distributed both locally and to other Arizona visitor centers, website hits totaling 28,662 and tourism related emails received.

Mr. Hall noted that the room at the Visitor's Center was reserved a total of 73 times during this reporting period. After reporting that the Visitor Center is now an Arizona Visitor Information Center, Mr. Hall provided information regarding past Good Morning Winslow hosts. Mr. Hall then discussed the upcoming 75th Annual Christmas Parade, grant funds received for the Railroad Museum project that will be located in the box car next to the Visitor's Center, the Governor's Conference on Tourism that both he and Angela attended and the Quilt Show scheduled for the weekend of both the Festival and the Car Show.

STATUS REPORTS

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

After stating that it is his intent to continue to provide a regular report to the City Council, the Interim City Manager provided an update on the Request for Qualifications being prepared to hire a general plan consultant. The Interim City Manager also expressed his thanks to the Public Works Department for their hard work in cleaning up Second and Third Streets in preparation for the Rural Policy Forum and reported that the City Manager recruitment is now open with nine applications received to date.

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

The Finance Director also reported that the audit for the fiscal year ending June 30, 2022 is underway. Additional information provided by the Finance Director included the transition from Wells Fargo credit cards to P cards for major purchases, the NACOG-administered Utility Assistance Program and updated financial documents that have been added to the city's website.

In closing, the Finance Director referred to the fact that this is his last financial report due to his retirement on August 1st and thanked the Council for allowing him to serve as the city's Finance Director. The Finance Director also thanked his staff for their loyalty and steadfast commitment to public service.

After the Finance Director reported that he is leaving the city in a solid financial position with over 30% in reserve funds, the Mayor and Council expressed their thanks and appreciation to Mr. Jouen for his years of service to the city.

C. Quarterly Report from Librarian Which May Include Information Regarding Past Events and Announcements for Upcoming Events

After reporting that the library is averaging 120 patrons per day with an additional 30 - 40 on Fridays due to activities scheduled for that day, the Librarian provided information regarding a grant that was received to hire two teens to work part-time at the library. The Librarian also provided information regarding the Summer Reading Program and other events held during the summer months and announced that the Arizona Science Center Back to School Program that will be at the library on August 3rd.

In closing, the Librarian stated that she and her staff will also be working with the Friends of the Library on their fundraising efforts for a new library. Mayor Cano thanked the Librarian for keeping community members busy during the summer and for the energy that she brings to the library and her staff. Mayor Cano also encouraged citizens to visit the library and Councilmember Crisp commented on the part-time teens that were hired at the library.

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

No updates were provided under this item.

CONSENT CALENDAR

Councilmember MacLean requested that Item C be pulled for discussion. Motion: Moved by Councilmember Cake, seconded by Councilmember Crisp, to approve the Consent Calendar as presented minus Item C. Motion passed unanimously with Mayor Cano, 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 Regular Meeting & Executive Session of July 12, 2022**
- C. Discussion and/or Action to Approve Liquor License Application for the Standin' on the Corner Festival on September 23 & 24, 2022**

Councilmember MacLean expressed his concern regarding the fact that alcohol consumption for the Festival begins at 9:00 a.m. and stated that he would like to see that time moved to the afternoon. Bubba McKinney, who is a member of the Standin' on the Corner Foundation, responded to Councilmember MacLean's concerns and clarified that the times shown on the application does not reflect the time that alcohol sales actually begin. After Councilmember MacLean thanked the Foundation for taking his concerns under consideration, the following motion was made:

Motion: Moved by Councilmember MacLean, seconded by Councilmember Boyd, to approve the Special Events Liquor License for the Standin' on the Corner Festival on September 23 & 24, 2022. Motion passed with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson and Councilmember MacLean voting no.

- D. Discussion and/or Action to Approve Resolution No. 1898 Designating the Chief Fiscal Officer for the Purpose of Officially Submitting the Fiscal Year 22/23 Expenditure Limitation Report to the Auditor General**
- E. Discussion and/or Action to Approve Resolution No. 1899 Authorizing the City to Enter into an Equipment Lease Purchase Agreement with First Capital Equipment Leasing Corporation for Financing of New Vehicles and Heavy Equipment for Various City Departments**

COUNCIL CONSIDERATION AND POSSIBLE ACTION

- A. Discussion and/or Action Regarding Request for Assistance from the Standin' on the Corner Foundation for Their Annual Festival on September 23 & 24, 2022 and Waive Vendor Fees**

Bubba McKinney commented on the impact that COVID has had on the Festival, specifically where vendors are concerned, and stated that the Foundation is looking at ways to bring vendors back. There was discussion regarding the items that were listed in their request and the Interim City Manager clarified that past practice has been to issue a

\$3,000 check to the Foundation with the remaining \$3,000 that is being requested used for in-kind services.

Motion: Moved by Mayor Cano, seconded by Councilmember MacLean, to provide \$3,000 for financial support and up to \$3,000 for in-kind services for the Standin' on the Corner Foundation and waive all Peddler's Permit fees. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson and MacLean voting yes.

B. Discussion and/or Action Regarding Request for Assistance from the Just Cruis'n Car Club for Assistance for Their Annual Car Show on September 30 & October 1, 2022 and Waive Vendor Fees

Mayor Cano referred to the request for assistance that was included in the packet and there was discussion regarding what has been paid to the Car Club in past years and if that amount included the in-kind services that are being requested. Due to the fact that there was not representation from the Car Club in attendance to answer questions regarding their event, the following motion was made:

Motion: Moved by Councilmember Crisp, seconded by Councilmember Boyd, to table this item to the second meeting in August. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson and MacLean voting yes.

C. Discussion and/or Action Regarding Request for Financial Assistance from the Winslow Little League Senior Softball Team

Little League President Jimmy Curnutte provided information regarding the Western Region Tournament and reported that the girls lost to Hawaii in their game today. Mayor Cano explained that this item was put on the agenda to provide assistance for the team to travel to the tournament in Montana.

Mayor Cano also referenced fundraising efforts that took place prior to the team traveling to Montana and Mr. Curnutte explained that a special fund is being created to pay for travel to future tournaments. Jackie Williams stated that efforts are being made to recoup the expenses incurred that were paid with Little League general funds.

Prior to the following motion being made, Mayor Cano recused herself from voting on this item:

Motion: Moved by Councilmember Crisp, seconded by Councilmember Cake, to reimburse the Little League the amount of

\$5,200. Motion passed unanimously with Councilmembers Boyd, Cake, Crisp, Jackson and MacLean voting yes.

D. Discussion and/or Action Regarding Approval and Adoption of Ordinance No. 1382 – Property Tax Levy and Declaring an Emergency

There was a brief discussion regarding the fact that even though the rate has gone down, more money will be collected due to the increased property value.

Motion: Moved by Councilmember Boyd, seconded by Councilmember Jackson, to approve and adopt Ordinance No. 1382 – property tax levy, and declaring an emergency. Motion passed unanimously by roll call vote with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson and MacLean voting yes.

MOTION TO MOVE INTO EXECUTIVE SESSION

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

EXECUTIVE SESSION

- A. An executive session pursuant to A.R.S. § 38-431.03(A)(1), (A)(3) and A(4), the City Council may hold an executive session for discussion or consideration regarding employment of a City Manager, legal advice with the City Attorney regarding the recruitment process and contract negotiations with the Interim City Manager**
- B. Under authority of A.R.S. § 38-431.03(A)(1), the City Council may hold an executive session for discussion or consideration regarding review of Zoning Hearing Officer Statements of Qualifications**
- C. Under authority of A.R.S. § 38-431.03(A)(3), the City Council may hold an executive session for discussion or consultation for legal advice with the City Attorney regarding Farmers Market Rules and Operations**
- D. Under authority of A.R.S. § 38-431.03(A)(3) and (A)(7), the City Council may hold an executive session for discussion or consultation for legal advice with the City Attorney and to consider its position and instruct the City Attorney and its representatives**

regarding negotiations for the purchase, sale or lease of real property located at 104 East Second Street, Winslow, Arizona

- E. **Under authority of A.R.S. § 38-431.03(A)(3), A(4) and (A)(7), the City Council may hold an executive session for discussion or consultation for legal advice with the City Attorney and to consider its position and instruct the City Attorney and its representatives, all related to a contract with Steven Pyles for the sale or real property located at 1102 East Second Street, Winslow, Arizona, dated October 29, 2018 that is the subject of negotiations regarding the conditions of the sale and development**

POSSIBLE DISCUSSION OR ACTION REGARDING ABOVE EXECUTIVE SESSION ITEM

- A. **Discussion and/or Action Regarding Interim City Manager Employment Agreement**

Motion: Moved by Mayor Cano, seconded by Councilmember Crisp, to offer Interim City Manager Dave Coolidge the current salary of City Manager John Barkley, and that he be paid retroactively to July 13, 2022. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson and MacLean voting yes.

- B. **Discussion and/or Action Regarding Zoning Hearing Officer**

Motion: Moved by Mayor Cano, seconded by Councilmember Boyd, to retain Sanks and Associates as the primary consultant for the Zoning Hearing Officer with Brian Law serving as an alternate for routine matters as determined by the City Manager. 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 staff will negotiate the terms of the agreements with Sanks and Associates and Mr. Law.

- C. **Discussion and/or Action Regarding Agriculture Commission and Farmers Market**

Prior to the following motion being made, Councilmember Crisp recused herself from discussion and action regarding this item.

Motion: Moved by Councilmember MacLean, seconded by Councilmember Boyd, to suspend and put a hold on the operations by the Agriculture Commission regarding the Farmers Market for 90 days; and during that Samantha Crisp be appointed as the Interim Farmers Market Manager. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Jackson and MacLean voting yes.

D. Discussion and/or Action Regarding Property Located at 104 East First Street, Winslow, Arizona

Mayor Cano stated that staff was given direction to follow up on this item during the executive session wherein no further action is necessary at this time.

E. Discussion and/or Action Regarding Purchase Contract with Steven Pyles Regarding 1102 East Second Street, Winslow, Arizona, Dated October 29, 2018

Mayor Cano stated that staff was given direction to follow up on this item during the executive session wherein no further action is necessary at this time.

ADJOURNMENT

Motion: Moved by Councilmember Cake, seconded by Councilmember Boyd, to adjourn at 10:20 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 and executive session of the Winslow City Council held on July 26, 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