

Minutes of the regular meeting and executive session of the Winslow City Council held on September 27, 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:

David Coolidge Interim City Manager, Trish Stuhan City Attorney, Suzy Wetzell City Clerk, Margaret Dyer Finance Director, Tim Westover Public Works Director, Ken Arend Police Chief, Brandee Leary Librarian, Kim Salazar Public Housing Director

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

Presentation of Employee Service Awards took place prior to Call to the Public

Paula Leppin spoke regarding the proposed WHI land acquisition and stated that she is personally impacted due to the location of her property.

Julia Sells referred to the public presentations provided by WHI regarding their proposed project and spoke regarding her questions and concerns relating to the project.

Barbara Arthur stated that she attended both public meetings related to the WHI project and spoke regarding her concerns relating to the project.

Alice Kenkman spoke regarding the feral cat problem and the possibility of implementing an Animal Foster Care Program at the prison which, she learned after calling the warden's office, must be approved at the State level.

At the conclusion of Call to the Public, Mayor Cano provided the following direction to staff:

- Provide the questions/concerns to WHI representatives so that they are aware of comments that are being made at the council meetings
- Follow up with the Department of Corrections regarding possible implementation of a foster program

MAYOR AND COUNCILMEMBERS REPORTS

A. Current Events and Announcements

Councilmember Crisp provided details of the Ink Fest event that will take place on October 7th - October 9th and the Library's Young Chefs Program scheduled for the first Saturday of every month at the Senior Center. After providing information regarding the Farmers Market season, Councilmember Crisp thanked everyone who was involved with making it a success.

Mayor Cano discussed the following items:

- Free showing of Selena on September 28th in honor of Hispanic Heritage Month
- Cancer Walk scheduled for October 8th
- Halloween Parade in the Park on October 28th
- Opening of the Winslow Outdoor Fitness Court

B. Future Agenda Items

After referring to a suggestion made at the League Conference, Councilmember Crisp requested that review of the city's cannabis ordinance be included on a future agenda.

After stating that he mentioned this issue to the former City Manager, Councilmember Cake asked if city crews could check on the condition of the street lights between Williamson and Hipkoe since they do not appear to be very bright. The City Attorney clarified that this is an item for staff to look into and report back to the Council and not a future agenda item.

SCHEDULED PRESENTATIONS AND PROCLAMATIONS

- ### **A. Quarterly Hospital Report Which May Include General Update Regarding Construction at Little Colorado Medical Center (LCMC), Services Offered at the LCMC Clinic and Status of COVID and Other Contagious Diseases**

Due to the fact that LCMC staff were not in attendance, Mayor Cano stated that this report will be rescheduled for a future meeting.

B. Presentation of Employee Service Awards

This item took place following prior to Call to the Public

Employee Service Awards were presented to those city employees who were in attendance. The Interim City Manager explained that starting with their five-year anniversary, employees are emailed a link that directs them to an on-line catalog to select a gift according to their years of service.

C. Proclamation – Proclaiming September 15 – October 15, 2022 as Hispanic Heritage Month

The proclamation was read by Mayor Cano.

D. Proclamation – Proclaiming September 17 – 23, 2022 as Constitution Week

The proclamation was read by Councilmember MacLean.

E. Proclamation - Proclaiming October 9 – 15, 2022 as Fire Prevention Week

The proclamation was read by Councilmember Jackson.

STATUS REPORTS

A. Verbal Status Report on Current City Activities by City Manager Which May Include Community Development Process Improvements and Grant Submission Updates

The Interim City Manager referred to the city's effort to improve processes within the Community Development Department and reported that the city has engaged Willdan Engineering to provide plan review services in order to expedite future development projects. The Interim City Manager also reported that the city has been informed that we have preliminarily received a Farmers Market grant in the amount of \$500,000.

The City Manager then commented on the following items:

- Update regarding grant opportunities for the Lindbergh Parkway project

- Closure of City Hall at noon on September 30th due to the car show
- Update on Animal Control operations including hiring of a new supervisor, recruitment of four part-time shelter attendants and possible grants for a spay/neuter program

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 stating that we are only two months into the fiscal year, the Finance Director discussed the balances, expenditures and revenues for the month of August as shown in her report that was included in the packet. The Finance Director also commented on the slight decrease in City Sales Tax revenues.

C. Quarterly Report From Public Housing Director Which May Include Discussion of Occupancy Rates, Finances, HUD Requirements, Staffing and General Operations

The Public Housing Director provided information regarding occupancy rates for Public Housing which are currently at 96%. The Public Housing Director also discussed results of the REAC (Real Estate Assessment Center) inspections and the on-going process to modernize Public Housing units.

The Public Housing Director stated that she has invited the Southwest Fair Housing Council to hold a virtual training for landlords and tenants relating to disabilities and service animals. Additional information regarding the process to open the waiting list, demographics for the Emergency Housing Vouchers occupants and Section 8 occupancy rates was provided. The Public Housing Director also responded to a comment from Councilmember Jackson regarding the REAC inspection scores.

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

Motion: Moved by Councilmember Cake, seconded by Mayor Cano, to approve the Consent Calendar. 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 Fourth Amendment to Cooperative Purchasing Agreement with McCauley Construction**

COUNCIL CONSIDERATION AND POSSIBLE ACTION

- A. Discussion and/or Action to Consider Request from the Chamber of Commerce Regarding Christmas Parade and Waive Vendor Fees**

Bob Hall, CEO of the Chamber/Visitor Center, discussed his request for assistance from the city related to the parade and to waive vendor fees for that day. Mr. Hall also discussed the staging area and the parade route.

Councilmember Crisp stated that Navajo County will require food vendor permits and encouraged individuals to apply for them in a timely manner. After a brief discussion regarding the process to obtain a food vendor permit, Mayor Cano thanked the Chamber for making the parade happen every year. Mr. Hall announced that the Grand Marshall for the parade is long-time resident Ida Hunt.

Motion: Moved by Councilmember Crisp, seconded by Mayor Cano, to waive vendor fees, approve the route and provide the standard police and streets department assistance. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson and MacLean voting yes.

After thanking the City of Winslow, the Chamber of Commerce, APS and Walmart, Mr. Hall announced that a 28-foot tree artificial Christmas tree has been purchased for the Route 66 Plaza. The First Annual Community Christmas Tree Lighting will take place on the evening of November 19th.

- B. Discussion and/or Action to Commit American Rescue Plan Act Funds (ARPA) for Construction of a New Library**

The Interim City Manager referred to priorities that were established at a previous Work Session regarding appropriation of ARPA funds and stated that a library was at the top of the priority list. The Interim City Manager also stated that the city received the amount of \$3.17 million with \$100,000 of those funds being allocated by the Council for the Utility Assistance Program.

The Interim City Manager discussed and projected preliminary plans for a new library on the screen and explained that the conceptual drawings prepared by Barton Architecture were based on a structure that has already been built in Show Low. The Interim City Manager stated that the anticipated cost to build and outfit the facility is \$3.5 to \$3.7 million. After explaining that \$700,000 (\$250,000 from the city, \$200,000 from Navajo County and \$250,000 from Friends of the Library) are already available, the Interim City Manager stated he, as well as staff, feel that using the remaining ARPA funds for a new library would be a good investment and staff is asking the Council to commit the funds accordingly. The anticipated timeframe for completion is Fall of 2023.

After Councilmember MacLean recused himself from discussion and action on this item due to a conflict, the City Attorney confirmed that it is not necessary for Councilmember Crisp to declare a conflict as a member of the Friends of the Library. The Interim City Manager responded to a question from Mayor Cano regarding future construction of a Council Chambers and City Hall in the area of the new library.

Motion: Moved by Councilmember Jackson, seconded by Councilmember Cake, to approve committing \$3 million of the remaining American Rescue Plan Act funds for construction of a new library. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp and Jackson voting yes and Councilmember MacLean abstaining.

MOTION TO MOVE INTO EXECUTIVE SESSION

Motion: Moved by Councilmember Boyd, seconded by Mayor Cano, 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) and (A)(3), the City Council may hold an executive session for discussion or consideration regarding employment of a City Manager and legal advice with the City Attorney regarding the recruitment process**

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

POSSIBLE DISCUSSION OR ACTION REGARDING CITY MANAGER RECRUITMENT

A. Discussion and/or Action Regarding City Manager Recruitment

After returning from executive session, Councilmember MacLean stated that the Council has agreed to remove the interim label from Mr. David Coolidge and appoint David Coolidge as the new City Manager for the City of Winslow with contract details to be worked out at a future date. Councilmember MacLean to welcomed David to their team as the new City Manager.

Following clarification from the City Attorney that a motion can be made to appoint David with an official contract to be negotiated and brought back to the Council for approval, Mayor Cano made a motion to appoint Dave Coolidge as the city’s permanent City Manager. The motion was seconded by Councilmember MacLean and passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson and MacLean voting yes.

ADJOURNMENT

Motion: Moved by Councilmember Boyd, seconded by Councilmember Cake, to adjourn at 8:30 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 September 27, 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