

Minutes of the regular meeting of the Winslow City Council held on February 27, 2024 at 6:30 P.M. in the main hall of the Winslow Visitor's Center, 523 West Second Street, Winslow, Arizona.

**MEMBERS PRESENT:**

Vice Mayor Crisp, Councilmember Cake, Councilmember MacLean, Councilmember McKee, Councilmember Tafoya

**MEMBERS ABSENT:**

Mayor Cano, Councilmember Cake, Councilmember Nelson

**STAFF:**

David Coolidge City Manager, Trish Stuhan City Attorney, Suzy Wetzel City Clerk, Margaret Dyer Finance Director, Tim Westover Public Works Director, Franklin Caldwell Police Chief, Michael Duran Fire Chief, Jack Fitchett Economic Development Director, Kim Salazar Public Housing Director (via Zoom), Trevor Eltsosie IT Specialist

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

**CALL TO THE PUBLIC**

Judy Howell stated there are currently 39 dogs at the shelter looking for homes and requested that the Council including discussion regarding a new shelter on a future agenda. Ms. Howell also requested that the city have a discussion regarding a trap/spay/neuter release program to address the stray animal problem including grants that may be available.

**MAYOR AND COUNCILMEMBERS REPORTS**

**A. Current Events and Announcements**

After stating that the produce distribution scheduled for February 28<sup>th</sup> has been cancelled, Vice Mayor Crisp provided information regarding both the upcoming Farmers Market Bazaar and the start of the new Farmers Market season.

Vice Mayor Crisp also announced details regarding the following items:

- Gardening on 66 class on March 20<sup>th</sup>
- Meet & Greet for the new Fire Chief & Police Chief on March 1<sup>st</sup>
- Business Expo & Job Fair at the Chamber on April 20<sup>th</sup>
- New foundation being created to address a community trap and release program

Councilmember McKee recognized that the Fire Chief's wife was in attendance and thanked her for supporting not only the chief but the City Council.

**B. Future Agenda Items**

None.

**SCHEDULED PRESENTATIONS**

**A. Presentation of Audit Report for FYE 06/30/23 by City's Auditor**

Before providing a summary of the city's audit results for FYE 06/30/23, Ben Hur, Audit Partner at Fester & Chapman PLLC, thanked city staff for their support and assistance during the audit process. Mr. Hur then provided a PowerPoint Presentation showing audit highlights, including a summary of the audit results related to financial statements, the single audit and the report to the Mayor and City Council. The financial overview portion of the presentation included total assets and liabilities as of June 30, 2023, as well as revenues and expenses for the year ending 2023.

After Mr. Hur responded to a question regarding the material weaknesses noted during the presentation, Vice Mayor Crisp thanked Mr. Hur for his presentation.

**B. Quarterly Northland Pioneer College (NPC) Report Which May Include Initiation of 2025-2030 Strategic Planning Process, Fall 2024 Programs, Scholarship Opportunities and Little Colorado Campus Activities**

Betsyann Wilson, Executive Director of NPC Friends & Family, discussed the Five Year Strategic Planning process and then provided information regarding the following items:

- Scholarship opportunities for the 2024 Fall semester
- Winslow Campus activities including various food trucks that visit the campus and the monthly food distribution event

- Free tuition for summer school courses
- May 11<sup>th</sup> Commencement Ceremony which is also NPC's 50<sup>th</sup> anniversary ceremony

At the conclusion of her report, Ms. Wilson responded to questions and comments from the Council.

**C. Presentation from Willdan Financial Services Regarding 2024 Water & Wastewater Rate Study**

Dan Jackson, Vice President of Willdan Financial Services, provided a PowerPoint Presentation highlighting developments since the completion of the 2021 Rate Study including inflation costs and operating expenses that have increased at a higher rate than expected.

The presentation included additional information that Mr. Jackson discussed in detail regarding the current water and wastewater rate structure, the number of water and wastewater active accounts and the forecast cost of service for water and wastewater from fiscal years 2024 - 2033.

The presentation also outlined the proposed long-term water and wastewater rate plan and detailed the rate structure associated with the plan for 2024 - 2029. Mr. Jackson explained that the proposed rate increases that are being recommended are needed due to inflationary impacts on 2021 – 2023 operation and maintenance costs and is required if additional debt is issued or CIP expenditures are revised.

In conclusion, Mr. Jackson explained the statute process for increasing water and wastewater fees, including adoption of a Notice of Intent and the requirement for a public hearing. Mr. Jackson also responded to questions and comments from the Council.

**STATUS REPORTS**

**A. Verbal Status Report on Current City Activities by City Manager Which May Include Congressional and Legislative Update**

The City Manager provided information regarding a resolution that was signed by Congress to keep the federal government running while a budget is negotiated and commented on federal funding for construction of a 2-million-gallon water tank that is awaiting approval.

The City Manager also discussed various zoning bills that are currently being considered at the state level that would remove local control of development from municipalities and stated that staff will continue to

monitor the bills and provide updates as they make their way to becoming law.

In conclusion, the City Manager reminded the Council that the March 12<sup>th</sup> City Council meeting has been cancelled. The City Manager also stated that staff is working to develop the fiscal year 25 budget that will be discussed in detail at a work session on May 14<sup>th</sup>.

Vice Mayor Crisp encouraged citizens to contact both their State and Federal legislators if there are issues they feel strongly about.

In response to a question from Councilmember MacLean regarding the library project, the City Manager stated that the anticipated completion date is still October. The City Manager also stated that further discussion regarding the library parking lot will take place with the Council in the near future.

**B. Written Quarterly Report by Recreation Manager Which May Include Information and Announcements for Upcoming Events**

Due to the absence of the Recreation Manager, Vice Mayor Crisp announced information contained in the written report.

**C. Quarterly Report by Fire Chief Which May Include Call Statistics, Implementation of New Software System and Community Involvement**

After stating that he is honored to be in Winslow and is here to provide service to both internal and external customers, the Fire Chief provided a PowerPoint Presentation detailing his plan to elevate the fire department's level of service.

The Fire Chief explained how his department is taking medical services to the next level by utilizing an emergency medical response plan and run cards for response and staffing. A short video demonstrating CCR (cardiocerebral resuscitation) and CCC (continue chest compressions) was also shown. The Fire Department has also implemented a new software system for staffing, apparatus inspections, equipment inventory, policy & procedures, training and evaluations of performance outcomes.

After the Fire Chief responded to a question regarding the CCR procedure, Vice Mayor Crisp invited the chief to provide a demonstration at the Farmers Market.

**CONSENT CALENDAR**

Motion: Moved by Councilmember MacLean, seconded by Councilmember Tafoya, to approve the Consent Calendar as read. Motion passed unanimously with Vice Mayor Crisp and Councilmembers MacLean, McKee and Tafoya voting yes.

- A. Discussion and/or Action to Approve the Check Register**
- B. Discussion and/or Action to Approve Minutes of the City Council Executive Session of January 9, 2024 and the City Council Regular Meeting of February 13, 2024**
- C. Discussion and/or Action to Approve Job Order Contract Services with McCauley Construction, Inc. for Pickleball Court and Parking Lot Project and Approve Payment**
- D. Discussion and/or Action to Approve Resolution No. 1931 Ratifying and Authorizing the Acceptance of a Section 5311 Grant Funding Application to the Arizona Department of Transportation for Funding from October 1, 2024 to September 31, 2026, on Behalf of the City of Winslow; and Authorizing the City Manager to Accept any Such Grant(s) that May be Awarded and Take all Necessary Steps to Carry Out the Purpose and Intent of this Resolution**
- E. Discussion and/or Action Regarding Resolution No. 1932 Designating Election Date and Purpose of Election; Causing the Publication of the Call and Notice of the Primary and General Elections; Designating the Deadline for Voter Registration Establishing Polling Place; Designating the Place and Dates for Candidates to File Nomination Papers; the Process for Dispensing with the Primary Election (if Necessary); Expenditures for Election; and Authorizing the Mayor, City Manager, City Clerk and City Attorney to Carry Out the Purpose and Intent of This Resolution**
- F. Discussion and/or Action Regarding Ordinance No. 1409 Approving the Utility Easement Between the City and Arizona Public Service, Authorizing and Directing the Mayor, City Manager and City Attorney to Execute Said Easement on Behalf of the City and to Take all Action Necessary to Complete the Transaction**

**COUNCIL CONSIDERATION AND POSSIBLE ACTION**

- A. Discussion and/or Action Regarding Request for Assistance from the Because We Care Committee 2024**

Vice Mayor Crisp provided information regarding the written request that was included in the packet for the 36<sup>th</sup> Annual Graduation Night Party. There was a brief discussion regarding both the amount that the Council approved last year for this event and how the Arizona Gift Clause relates to the request.

Motion: Moved by Councilmember MacLean, seconded by Councilmember McKee, to match the \$500 donation from last year. Motion passed unanimously with Vice Mayor Crisp and Councilmembers MacLean, McKee and Tafoya voting yes.

**ADJOURNMENT**

Motion: Moved by Councilmember Tafoya, seconded by Vice Mayor Crisp, to adjourn at 7:55 p.m. Motion passed unanimously with Vice Mayor Crisp and Councilmembers MacLean, McKee and Tafoya voting yes.

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Mayor

Attest:

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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 February 27, 2024 at 6:30 P.M. I further certify that the meeting was duly called and that a quorum was present.

Dated this *26th* day of *March*, 2024.

**Suzy Wetzel**  
City Clerk