

NOTICE OF REGULAR MEETING OF TOWN OF PARKER COMMON COUNCIL

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Town of Parker and to the general public that the Parker Common Council will hold a Regular Meeting, open to the public, at Parker Town Hall at 1314 11th Street on September 20, 2022 at 6:00 p.m. The agenda for the meeting is as follows:

Please fill out a "Request to Speak" form if you wish to address the Council at "Call to the Public" on any agenda item

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MINUTES

TOWN OF PARKER COMMON COUNCIL
REGULAR COUNCIL MEETING
TOWN COUNCIL CHAMBERS
1314 11th STREET
TUESDAY, September 20, 2022 6:00 P.M.

MAYOR'S ANNOUNCEMENT: Please silence or mute your electronic devices during the Council Meetings

CALL THE MEETING TO ORDER: Mayor Bonds called the meeting to order at 6:00 PM

ROLL CALL OF COUNCIL: Mayor Bonds, Vice Mayor Hooper, Council Member Shontz, Council Member Hartless, Council Member Lucas, Council Member De Leon

Staff:Community Development Director Nora Yackley, Town Clerk Amy Putnam, Finance Manager Megan Poe, Chief of Police Michael Bailey, Public Works Director Steve Ziegler, Town Attorney Christina Estes- Werther, Library Manager Tracy McConnell.

Others Present: Melissa Newton, Erica Daniels, Deanna Beaver, Doloris Ferris, Jo Andress, Suzy Miller, Lois Moore, Lee Ann Anderson, Leo Bejarano, John Gutekunst

INVOCATION: Given by Leo Bejarano

PLEDGE OF ALLEGIANCE: Led by Mayor Bonds

PROCLAMATION: Constitution Week, Havasu Chapter Daughters of the American Revolution

Jo Andress shared the purpose of Constitution Week by explaining the meaning behind the Constitution and then the Proclamation was read by Deanna Beaver.

CALL TO THE PUBLIC: There was no Call to the Public

If you wish to address the Council during this meeting, please read and fill in the information on the "Call to the Public" form and hand it to the Town Clerk. Please limit your comments to a maximum of **3-minutes**.

CONSENT AGENDA:

All items in the Consent Agenda are considered to be routine or have been previously reviewed by the Council, and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests. If requested, the item will be removed from the Consent Agenda for separate discussion and action.

Approve the following:

- a. Street Closure Request October 30, 2022 at 8:00 AM to 5:00 PM for Annual PAACE Family Funday

MOTION: To approve the Street Closure Request October 30, 2022 at 8:00 AM to 5:00 PM for Annual PAACE Family Funday
BY: CM Shontz
SECOND: VM Hooper
APPROVE: With all others in favor, the motion passed

- b. Street Closure Request January 4, 2023 6:00 PM to January 5, 2023 10:00 PM for the BITD Downtown Experience, Tech and Contingency hosted by the Parker Regional Chamber of Commerce and Tourism

MOTION: To approve the Street Closure Request January 4, 2023 6:00 PM to January 5, 2023 10:00 PM for the BITD Downtown Experience, Tech and Contingency hosted by the Parker Regional Chamber of Commerce and Tourism
BY: VM Hooper
SECOND: CM Hartless
APPROVE: With all others in favor, the motion passed

- c. Street Closure request November 12, 2022 Streets and Traffic Veterans Day Parade 8:00 AM to 12:00 PM. Traditional Town Parade Route

MOTION: To approve the Street Closure request November 12, 2022 Streets and Traffic Veterans Day Parade 8:00 AM to 12:00 PM. Traditional Town Parade Route
BY: CM DeLeon

SECOND: CM Shontz
APPROVE: With all others in favor, the motion passed

REGULAR AGENDA:

Discussion and possible action on the following item(s)

1. Discussion and Action to Approve/Deny Sublease Amendment with U of A to extend the term.

Lee Ann Anderson, PCSC & TOP
CHOP Programs Director

Lee Ann Anderson, PCSC & TOP CHOP Program Director respectfully requests the Mayor and Council to approve the attached fourth amendment to the sublease in place with the University of Arizona. This sublease is to provide office space to the Snap Education Coordinator at the Community Health Outreach Program located at 1016 Hopi Avenue. The U of A's Snap Coordinator partners with us to provide nutrition and physical activity prevention throughout the County. It has made sense to have this person located with our team as we collaborate and can work more efficiently together on achieving our community health goals and objectives. The U of A is simply requesting to extend the Term to an additional 12-month period ending on September 30, 2023. All other terms and conditions of the Sublease will remain the same and in full force and effect.

MOTION: To approve the Sublease Amendment with U of A to
extend the contract until September 30, 2023.
BY: CM Shontz
SECOND: CM Hartless
APPROVE: With all others in favor, the motion passed

2. Discussion and Action to Approve/Deny Senior Center Interior Paint Agreement with The Paint Guy

Steve Ziegler, Public Works Director

Public Works Director Steve Ziegler respectfully requests the Mayor and Council to authorize staff to hire The Paint Guy to paint the interior areas at the Senior Center for \$8,700. Last year Lee Ann reached out to me about painting the interior of the Senior center. This was originally on the November 6, 2021, Council Agenda but was tabled until a later date. The areas to be painted include the dining room, activities room, restrooms and hallway, conference room, computer room, and 3 offices. This includes patching minor holes in the drywall before painting. Steve stated he reached out to 3 contractors that provided proposals last year to have them update their proposals. The Paint Guy for \$8,700, Furford Painting for \$15,325, and Larry's Painting for \$10,874. This project was included in the approved FY 22/23 Capital Budget for the Senior Center and we are using some of the ARPA-American Rescue Plan funds that were given to us.

MOTION: To approve the Senior Center Interior Paint Agreement
with The Paint Guy
BY: CM Shontz
SECOND: VM Hooper

APPROVE:

With all others in favor, the motion passed

3. Discussion and Action to Approve/Deny Agreement for Case 580SL Backhoe Repairs with Bingham Equipment Company

Steve Ziegler, Public Works Director

Public Works Director Steve Ziegler respectfully requests Mayor and Council authorize staff to have Bingham Equipment Company repair the Water Department's backhoe for \$4,067.26. On June 15th of this year, we took the 1998 Case SL Backhoe to Bingham Equipment Company to repair a hydraulic leak, the loader controls, and diagnose an electrical issue. The repairs have been completed and the backhoe is back in service and working well for being 25 years old. At the time of service and diagnosis, we did not realize the cost would go over the purchasing limit of 3k which it did. Staff and I will do a better job ensuring this does not happen again in the future. The funds to pay for the repair are coming from the approved FY 22-23 Water Department Operating Budget.

MOTION:

To approve the Agreement for Case 580SL Backhoe Repairs with Bingham Equipment Company

BY:

CM DeLeon

SECOND:

CM Hartless

APPROVE:

With all others in favor, the motion passed

4. Discussion and Action to Approve/Deny Agreement for Town Hall Landscaping Project with Angel's Creative Landscaping LLC

Steve Ziegler, Public Works Director

Public Works Director Steve Ziegler respectfully requests Mayor and Council to authorize staff to hire Angel's Creative Landscaping LLC for \$23,230 to landscape the areas at Town Hall, Parker Police, Council Chambers, and Pump House. In August of 2021, the Federal Government declared a Level 1 water shortage for the Colorado River. This resulted in CAP reducing the amount of water being supplied to the Arizona agricultural users. Last month The Bureau of Reclamation indicated that the state will be going into a Level 2a shortage condition. This means that the State of Arizona will face a 21% reduction in its apportionment of water deliveries effective January 1, 2023, through December 31, 2023. They have called for a Colorado River Wide Conservation. We must begin to change landscapes at our Town's buildings as a first step to conserving water. I reached out to the following contractors for proposals. Garitee Landscapes, TTS Landscape, K&J Landscape, Vibrant Landscaping, Angel's Creative Landscaping, LLC, and Canyon Landscape. Only 2 contractors provided proposals. Angel's Creative Landscaping, LLC for \$23,230 and Canyon Landscape for \$34,195.73. The funding for this project will come from the approved FY 22-23 Budget for this landscape project. Member Shontz asked if Steve had a plan in place for the other grass areas within the Town of Parker. Steve replied, yes, I have a plan. This is the first step to show we are making an effort to conserve water and there are other projects I will present to you and will also look into grants for funding these projects.

MOTION:

To approve the Agreement for the Town Hall Landscaping Project with Angel's Creative Landscaping LLC

BY:

CM Shontz

SECOND: CM DeLeon
APPROVE: With all others in favor, the motion passed

5. Discussion and Action to Approve/Deny AZ On Track Summer Reading Grant Grocery Card Purchase

Tracy McConnell, Library Manager

Library Manager Tracy McConnell respectfully requests Mayor and Council approval to purchase 150 gift cards to Safeway for groceries at \$100 each. The AZ On Track Grant we received from the Governor's office gave us a breakdown of how much money we could spend in 5 different categories. We have \$18,481 left in the food category. We would like to use that money to purchase these gift cards and hand them out to the families that participated in our Summer Reading Program. Anyone who receives a card from the Library has to sign our paper that they have received it and that form must be sent to the Governor's Office with copies of our receipts on September 30, 2022. There is no fiscal impact on the Town's General Fund. We received this grant money on July 1, 2022. Member Hartless stated that they had \$18,481 so why not purchase 184 cards? Tracy replied that after the purchase of these cards, there would be a balance of \$3,481 and we still have a couple of programs this month and we will stock up on snacks and other items. Member Hartless congratulated Tracy on using common sense practices and having people sign for these gift cards. Mayor Bonds asked if Food City was not an option for these cards. Tracy replied that she had called and left messages and had no response from them.

MOTION: To approve the AZ On Track Summer Reading Grant Grocery Card Purchase
BY: CM Hooper
SECOND: CM Hartless
APPROVE: With all others in favor, the motion passed

6. Discussion and Action to Approve/Deny AZ On Track Summer Reading Purchase Gas Cards

Tracy McConnell, Library Manager

Library Manager Tracy McConnell respectfully requests Mayor and Council approval to purchase 105 gas cards for \$100 each. We have \$10,578 left in our transportation category. We would like to use that money to purchase these cards and hand them out to our families that participated in our Summer Reading Program. Each individual will need to sign for the card and then it will be sent to the Governor's Office along with the receipts on September 30, 2022. There is no fiscal impact on the Town as we are using grant money we received on July 1, 2022, to pay for these cards. Vice Mayor Hooper asked if the gas cards could be used at a specific gas station. Tracy stated she contacted Parker Oil and USA Gas and Parker Oil stated they are willing to participate however we make it work and she is still waiting on USA Gas for their response. We tried to keep it so just our locally owned gas stations were involved and they will be split equally for all stations involved.

MOTION: To approve the AZ On Track Summer Reading Purchase Gas Cards
BY: CM DeLeon
SECOND: CM Hooper
APPROVE: With all others in favor, the motion passed

7. Discussion and Action to Approve/Deny AZ On Track Summer Reading Grant Increase Limit on Credit Card

Tracy McConnell, Library Manager

Library Manager Tracy McConnell respectfully requests the Mayor and Council to approve an increase to our monthly spending limit on our credit card until October 1, 2022. The AZ On Track Grant we received from the Governor's Office has to be spent by September 30, 2022. We have been trying to spend that money but with a monthly spending limit on our credit card and only so many companies that we have accounts with, it has been difficult. We have a lot more books we need to purchase that are with vendors we don't have charge accounts with and we also need to purchase items for our Library of Things. We have \$40,000 left in this category and would like our limit increased to this amount for the remainder of the month. We will not go over \$3,000 for any single purchase unless it has been brought before Council for approval. There is no fiscal impact on the Town's Budget.

MOTION:	To approve the AZ On Track Summer Reading Grant Increase Limit on Credit Card
BY:	CM Shontz
SECOND:	CM Lucas
APPROVE:	With all others in favor, the motion passed

8. Discussion and Action to Approve/Deny Az On Track Summer Reading Grant Purchase 10x20 Easy Up

Tracy McConnell, Library Manager

Library Manager Tracy McConnell respectfully requests the Mayor and Council to approve the purchase of a 10x20 Easy Up. We would like to purchase this item so we can use it during our Summer Programs. We have received 3 quotes and would like to purchase the item from the Extreme Canopy quote. This item would be purchased using money from the AZ On Track Grant we received from the Governor's Office on July 1, 2022. There is no fiscal impact on the Town's Budget.

MOTION:	To approve the Az On Track Summer Reading Grant Purchase 10x20 Easy Up
BY:	VM Hooper
SECOND:	DeLeon
APPROVE:	With all others in favor, the motion passed

9. Discussion and Action to Approve/Deny Az On Track Summer Reading Grant Purchase DEMCO Show and Stow

Tracy McConnell, Library Manager

Library Manager Tracy McConnell respectfully requests the Mayor and Council to approve the AZ On Track Summer Reading Grant Purchase DEMCO Show and Stow storage closet for \$9,074.31. This item will be purchased through the AZ On Track Grant for our Summer Reading

Program to store our reading supplies. This product is only offered through DEMCO. There is no fiscal impact on the Town's Budget. Vice Mayor Hooper asked if this item was something that could be added to in the future. Tracy replied, yes, there are about 15 other add-ons so you can expand.

MOTION: To approve the Az On Track Summer Reading Grant
Purchase DEMCO Show and Stow Storage Closet
BY: VM Hooper
SECOND: CM Shontz
APPROVE: With all others in favor, the motion passed

10. Discussion and Action to Approve/Deny Az On Track Summer Reading Grant Staff Wages

Tracy McConnell, Library Manager

Library Manager Tracy McConnell respectfully requests the Mayor and Council to approve the disbursement of the remaining money in the "staff" category to the Library Staff. The Governor designated 15% of the total grant awarded to "staff" as one of the 5 specified categories of monies was to be spent from the AZ On Track grant that was received on July 1, 2022. There is a remaining balance of \$15,870 in the "staff" category. We propose the money be divided equally between the 3 full-time employees as bonuses and the continued extra work needed following the end of this grant. There is no fiscal impact on the Town's Budget. If the money is not spent, the Town will have to return the unused grant funds. Member Shontz asked if there was a part of this grant that entailed part of the funds to go to the Town of Parker. Tracy responded I do not recall there being anything like that. Member Shontz also asked if the Admin position was her position. Tracy replied, yes. Member Shontz asked if the category "staff" was meant for just the Library Staff or staff that worked in other departments for the Town. Tracy stated that it just read "Library Staff".

MOTION: To approve the Az On Track Summer Reading Grant
Staff Wages
BY: CM Lucas
SECOND: CM Hartless
APPROVE: With all others in favor, the motion passed

11. Discussion and Action to Consider Applicants for Vacant Council Seat and Appoint an Applicant to Council

Amy Putnam, Town Clerk

Town Clerk Amy Putnam respectfully requests the Mayor and Council to review and appoint an applicant for the vacant council seat. One member did not meet the residency requirements for the seat. Amy provided the remaining letters of interest to the Council Members. Mayor Bonds stated that the candidate with the highest votes after the election is who will be appointed. Member Lucas motioned to appoint Erica Daniels to the Council.

MOTION: To approve and appoint Erica Daniels to the Vacant
Council seat.
BY: CM Lucas
SECOND: VM Hooper
APPROVE: With all others in favor, the motion passed

12. Discussion and Action to Approve/Deny Signing of Letter of Engagement with Interim Public Management For Recruitment Services

Amy Putnam, Town Clerk

Town Clerk Amy Putnam presented a letter of engagement for services to Council by Interim Public Management for recruitment of an Interim Town Manager.

MOTION: To approve the Signing of Letter of Engagement with
Interim Public Management For Recruitment Services
BY: VM Hooper
SECOND: CM Hartless
APPROVE: With all others in favor, the motion passed

COUNCIL MEMBER/LIAISONS REPORTS WITH POSSIBLE TOPICS FOR DISCUSSION:

- *Chamber of Commerce and Tourism-CM Hartless *
- Joint Venture-VM Hooper + CM Shontz* PAACE-CM Lucas*
- *Tribal Committee -Mayor Bonds*
- *Parks & Recreation- CM Lucas + VM Hooper* Senior Center-CM De Leon*
- *Streets & Traffic -VM Hooper*
- *Library Board-CM Shontz* La Paz County Fair Board-Mayor Bonds*
- * WACOG-CM De Leon*
- *WAEDD- CM Hartless*
- *Parker Regional Chamber of Commerce and Tourism, Directors Report*

Member Hartless stated he attended a WACOG meeting and there was a lot of discussion on how to spend their money. The Community Outreach Program is doing a lot for the community. Melissa Newton reminded Council about the upcoming Fall Local Bazaar on October 1st at Western Park and CRIT Museum is doing a grand opening for the new addition they added to the museum on October 2 at 10:00 and the Chamber will be doing a Ribbon Cutting and everyone is invited to join and support those events.

ANNOUNCEMENTS:

Saturday	September 24, 2022	Eagles Christmas in September	3:00 PM to 7:00 PM @ Parker Elks
Saturday	September 24, 2022	Spanish Heritage Month Celebration and Salsa Contest	10:00 AM to noon @ Parker Public Library
Monday	September 26, 2022	Streets and Traffic	5:15 PM
Saturday	October 1, 2022	Parker regional Chamber of Commerce and Tourism Local Bazaar	10:00 AM to 3:00 PM @ Western Park

Tuesday	October 4, 2022	Next Regular Council Meeting	6:00 PM
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Unless so noted, all meetings are held in the Council Chambers located at 1314 11th Street.

ADJOURN: Mayor Bonds adjourned the meeting at 6:41 PM

Some members of the council or the town attorney may attend the meeting either in person or by telephone conference call. Persons with a disability may request reasonable accommodation by contacting the town clerk, (928) 669-9265, at least (72) hours before the scheduled meeting. Facilities are handicapped accessible
The council may vote to recess into an executive session which will not be open to the public, for the purpose of obtaining legal advice regarding any of the agenda items, pursuant to a.r.s. §38-431.03(a)(3).

 Approve

Randy Hartless, Mayor