

**NOTICE OF COMBINED WORK SESSION AND 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 Combined Work Session and Regular Meeting open to the public, at Parker Town Hall at 1314 11th Street on August 20, 2024, at 5:30 pm. Doors open to Council Chambers at 5:00 pm for public seating. The agenda for the meeting is as follows:

MEETINGS CAN BE VIEWED VIRTUALLY ON YOUTUBE
<http://www.youtube.com/@townofparkerarizona810>

MINUTES

**WORK SESSION AND REGULAR MEETING
TOWN OF PARKER COMMON COUNCIL
TOWN COUNCIL CHAMBERS
1314 11th STREET
TUESDAY, August 20, 2024, 5:30 P.M.**

CALL THE WORK SESSION TO ORDER: Mayor Hartless called the work session to order at 5:30 PM

ROLL CALL OF COUNCIL: Mayor Hartless, Vice Mayor Lucas(arrived at 5:46 pm), Council Member Shontz, Council Member Hooper(arrived at 5:53 pm), Council Member Woodell, Council Member Daniels, Council Member De Leon

Staff Present: Town Manager 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(telephonic)

Others Present: Erin Uken, John Gutekunst, Chonna Marshall, Parker Fire Chief John Chamberlin, Mike Kelly, Jorge Arango, Sarah Arango, Kristen Nelson, Debbie Pettigrew, Josh Grenwalt, Kelly McGuire, Pastor Louie Marsh, Angie DeLeon, Cory Madoneczky, Kyleen Baldenegro

PURPOSE:

1. Discussion
Re: Ordinance 6-3-2 Livestock and Poultry and Fowl

Nora Yackley, Town Manager

Town Manager Nora Yackley spoke to the Mayor and Council regarding changes requested for the current Ordinance 6-3-2 for Livestock, Poultry, and Fowl. These changes would assist participants with having a longer time caring for them and having additional animals than what is currently enforced. There would also be a distance enforced on how close the animals can be to their neighbor's homes and the procedure to notify them of the project. Chief Bailey provided information to the Mayor and Council on why the changes were requested. Kristen Nelson shared with the Mayor and Council the importance of removing the length of time the participant can have the animal as there are shows held all year. CM Shonts clarified that the request is to have the animal all year round. Mayor Hartless added that is with purpose. Chief Bailey added clarification that these changes are for Youth Projects only. CM Daniels asked about the fee for the permit. Chief Bailey and Kristen Nelson provided additional information regarding the request for special permits in certain situations for families with multiple children. Mayor Hartless asked what the level of approval for the special permits would be. Chief Bailey stated in the past it would be approved through Community Development. Nora stated it would be the same. CM Shontz asked if a Leader of the 4H Program or FFA Program inspects the homes and if so, how often. Debbie Pettigrew provided a detailed explanation for different situations. The Mayor and Council continued to discuss clarification on the details of the permits.

ADJOURNMENT OF THE WORK SESSION: Mayor Hartless adjourned the work session at 6:03 PM

CALL THE REGULAR MEETING TO ORDER: Mayor Hartless called the meeting to order at 6:33 PM

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

Staff Present: Town Manager 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(telephonic)

Others Present: Erin Uken, John Gutekunst, Chonna Marshall, Parker Fire Chief John Chamberlin, Mike Kelly, Jorge Arango, Sarah Arango, Kristen Nelson, Debbie Pettigrew, Josh Grenwalt, Kelly McGuire, Pastor Louie Marsh, Angie DeLeon, Cory Madoneczky, Kyleen Baldenegro

PLEDGE OF ALLEGIANCE: Led by Mayor Hartless

INVOCATION: Pastor Louie Marsh, River Church

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**.

Parker Fire Chief John Chamberlin introduced himself to the Mayor and Council.

CHAMBER DIRECTORS REPORT: Erin Uken, Chamber Director

Chamber Director Erin Uken shared with the Mayor and Council upcoming events. On August 22, AWC is offering two business classes. One in Quartzsite and one in Parker at the AWC Learning Center from 1-3 PM. Soccer registration is ongoing through August 31st. September 9 through October 15 Parker Community Center is hosting a workshop on Chronic Disease and Self Management. AWC and the Small Business Development Centers are hosting a Youth Antrapenure Skills Training Class in Yuma which will be available via Zoom. More information and details will be posted on our website as it arrives. On August 31, Buckskin Fire is hosting a tour of their facility from 10-11 AM. The next Chamber Mixer is on September 19 at the Elks Lodge at 5:30 PM. The Chamber Office will be closed from September 11-17 and will re-open at the new temporary location at the Joshua Street Mall Suite K on September 18.

CONSENT AGENDA:

All items in the Consent Agenda are considered routine or have been previously reviewed by the Council, and will be enacted by one motion. There will be a separate discussion of these items if 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. Town of Parker Meeting Minutes August 6, 2024
- b. Adoption of Chapter 47 of the Proposed Parker Police Department Policy and Procedure Handbook

MOTION: To approve items a and b
BY: CM Hooper
SECOND: CM Wooddell
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 Purchase of Two Motorola APX 4500 Radios, Including Installation from Motorola Solutions, Inc. for \$14,090.78
Michael Bailey, Chief of Police

Parker Police Chief Michael Bailey respectfully requests the Mayor and Council to approve the purchase of two Motorola APX 4500 radios, with installation, for the amount of \$14,090.78. The Parker Police Department needs to have these two Motorola APX 4500 radios installed in two of the Police vehicles currently being used by our Officers. They are currently using their handheld radios to communicate. This purchase was a budgeted item from FY 24-25 Capital Improvements Projects through the State of Arizona contract number CTR046830-STATE OF AZ. The cost for each unit is \$7,045.39 and includes installation through Gila Electronics.

MOTION: To approve the Purchase of Two Motorola APX 4500 Radios, Including Installation from Motorola Solutions, Inc. for \$14,090.78

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

2. Discussion and Action to Approve/Deny Appoint Morris Sevada to the Streets and Traffic Advisory Board

Amy Putnam, Town Clerk

Town Clerk Amy Putnam respectfully requests the Mayor and Council's approval to appoint Morris Sevada to the Streets and Traffic Advisory Board.

MOTION: To approve the appointment of Morris Sevada to the Streets and Traffic Advisory Board
BY: CM Daniels
SECOND: VM Lucas
APPROVE: With all others in favor, the motion passed

3. Discussion and Action to Approve/Deny Repeal of Resolution 11-2024 Relating to a Rate Schedule for Water User Charges

Amy Putnam, Town Clerk

Town Clerk Amy Putnam respectfully requests the Mayor and Council to approve Resolution No. 11-2024.

MOTION: To approve Resolution 11-2024
BY: Mayor Hartless
SECOND: CM DeLeon
APPROVE: With all others in favor, the motion passed

4. Discussion and Action to Approve/Deny Resolution 13-2024 Adopting a Notice of Intent to Increase Water Services Rates or Rate Components, Fees, or Service Charges, And Setting A Public Hearing Date on November 5, 2024-Alternative 4 Recommendation from the RCAC Water Rate Study

Steve Ziegler, Public Works Director

Public Works Director Steve Ziegler respectfully requests the Mayor and Council to approve Alternative #4 of the RCAC Water Rate Study to increase the water rates, publish the water rates, and set the public hearing for November 5, 2024. At the April 16 Town Council Meeting, staff presented the information relating to the results of the water rate study. The study concluded that the Town needs to increase the Water Fund revenue by an average of \$146,974-\$286,053 annually. RCAC provided 4 alternatives and staff believes the least impactful of the alternatives is Alternative #4. The fiscal impact regarding Alternative #4 is to increase the base rate to 40% of the theoretical base rate target in the first year, then in years 2-5, both the base rate and the usage rate would increase by 5% annually. This would result in a positive annual cash flow except in years 1 and 2, achieve a balanced budget in years 3-5, and at the end of 5 years, have \$579,607 accumulated in capital reserves. The Mayor and Council members discussed any confusion and asked questions with Steve. Steve presented a detailed slideshow explaining how the increases would go into effect and when they would go into effect. Steve answered all questions asked and gave a comparison from another area upriver similar to the Town of Parker and noted their water rates were close to the new rates the Town would have. Steve stated he wanted to be sure the Mayor and Council had all their questions answered so everyone was on the same page of understanding.

MOTION: To approve Resolution 13-2024 Adopting a Notice of Intent to Increase Water Services Rates or Rate Components, Fees, or Service Charges, And Setting A Public Hearing Date on November 5, 2024-Alternative 4 Recommendation from the RCAC Water Rate Study

BY: CM Hooper

SECOND: CM Wooddell

APPROVE: With all others in favor, the motion passed

5. Discussion and Action to Approve/Deny Lease Agreement with the Parker Regional Chamber of Commerce and Tourism for Easement on 8th Street, North of California Avenue

Nora Yackley, Town Manager

Town Manager Nora Yackley respectfully requests the Mayor and Council to approve the Lease Agreement with the Parker Chamber of Commerce and Tourism for Easement on 8th Street, North of California Avenue. The Chamber is asking for a 99-year lease and help with signage. Nora explained the benefits of the Agreement for the Town. The Mayor and Council discussed any concerns. Town Attorney Christina Estes-Werther clarified the questions asked and explained what the lease agreement states.

MOTION: To approve the Lease Agreement with the Parker Regional Chamber of Commerce and Tourism for Easement on 8th Street, North of California Avenue

BY: CM DeLeon

SECOND: Mayor Hartless

APPROVE: With all others in favor, the motion passed

6. Discussion and Action to Approve/Deny Update Conditional Use Permit with Ownership Information from SEMCO to Desert Properties of the Southwest LLC for APN 307-51-023B

Nora Yackley, Town Manager

Town Manager Nora Yackley respectfully requests the Mayor and Council to approve the Community Development Department's request to authorize staff to update the Conditional Use Permit for SEMCO to Desert Properties of the Southwest LLC, owned by Mike Kelly. The Council approved Conditional Use Permit #2021-001 on April 22, 2021, as part of stipulations for the CUP if any change in use, or technology or change in ownership, shall require approval of the Town of Parker Mayor and Council and shall be based on operational experience, financial stability, and technical abilities. SEMCO sold the property to Desert Properties of the Southwest LLC in October of 2023 for the use of a bio-refinery plant. This property will still be used for this purpose along with the phase 2 liquid waste solidification. They will be completing phase 2 first as the market demand for liquid solidification is very high at this time. Operation of the Liquid Waste Solidification portion of the Facility will require construction of 10 receiving tanks with a capacity of 20,000 gallons each; 4 concrete solidification beds, also with a capacity of 20,000 gallons each; 2 concrete pads for vehicle washout and solid waste mixing. Electrical power will be provided by an onsite generator. The property will be provided with a chain-link privacy fence around the perimeter of the operation facility. All other stipulations remain the same. As with the current Conditional Use Permit, there will be a per-truck host fee that the Town will receive. Mayor Hartless asked if there were any compliance issues with the property currently or in the past. Nora stated no, not with this property. Mayor Hartless asked the Town Attorney, Chistina

Estes-Werther if there were any issues. Christina stated no, she spoke to the Zoning Attorney and this is just an ownership change and the stipulation is required because of that.

MOTION: To approve the Update Conditional Use Permit with
Ownership Information from SEMCO to Desert
Properties of the Southwest LLC for APN 307-51-023B
BY: CM Hooper
SECOND: Mayor Hartless
APPROVE: With all others in favor, the motion passed

COUNCIL MEMBER/LIAISONS REPORTS WITH POSSIBLE TOPICS FOR DISCUSSION:

CM Hooper stated he attended the Joint Venture meeting this morning and the grant they are working on will go in this Friday and should have an answer in about 30 days.

Chamber of Commerce and Tourism-VM Lucas + CM DeLeon
Joint Venture-CM Hooper + CM Shontz *Tribal Committee-Mayor Hartless + CM Daniels* *Parks & Recreation-VM Lucas + CM Daniels* *Senior Center-CM De Leon + CM Shontz* *Streets & Traffic-CM Hooper + CM Wooddell* *Library Board-CM Shontz + CM Wooddell* * WACOG-Mayor Hartless + CM Daniels*

ANNOUNCEMENTS:

Monday	August 26, 2024	Streets and Traffic Advisory Board	5:15 PM
Monday	September 2, 2024	Labor Day	All town offices closed
Tuesday	September 3, 2024	Next Regular Council Meeting	6:00 PM

Unless so noted, all meetings are held in the Council Chambers located at 1314 11th Street.

ADJOURN: Mayor Hartless adjourned the meeting at 6:54 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