

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 July 18, 2023 at 6:00 pm. Doors open to Council Chambers at 5:30 pm for public seating. The public may be asked to temporarily relocate if an executive session occurs. The public will be invited back into Council Chambers when the Council returns from executive session.

The agenda for the meeting is as follows:

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MINUTES

**TOWN OF PARKER COMMON COUNCIL
REGULAR COUNCIL MEETING
TOWN COUNCIL CHAMBERS
1314 11th STREET
TUESDAY, JULY 18, 2023 6:00 P.M.**

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

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

ROLL CALL OF COUNCIL: Mayor Hartless, Council Member Shontz (telephonically), Council Member Hooper, Absent Council Member Woodell, Council Member Daniels, Council Member De Leon (arrived at 6:15 PM), Absent Vice Mayor Lucas

Staff: Interim Town Manager Edward Dickie, Community Development Director Nora Yackley, Town Clerk Amy Putnam, Finance Manager Megan Poe, Chief of Police Michael Bailey, Lieutenant Jonny Ferris, PCC Director/TOP CHOP Director Lee Ann Anderson, Interim Library Manager Fenix Markel, Judge Larry Kubacki

Others Present: Melissa Newton, John Gutekunst, Robin Schilling, Polly, Dr. Solano, Kelly Brinkman, Brie McKae, Kelly Brinkman

PLEDGE OF ALLEGIANCE: Led by Mayor Hartless

INVOCATION: Brie McRae

PRESENTATION: Swearing in of New Officer, Judge Kubacki

Lieutenant Ferris introduces new officer Steve Maya and reads an oath. Judge Kubacki swore in Steve Maya into service. Photographs were taken.

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**.

There were 2 calls to the Public Presented to the Clerk

Kelly Brinkman spoke about the shelter and some of the issues she's been seeing there and our need for veterinary services in the Town.

Robin Schilling provided some additional information regarding the shelter in response to Kelly's previous statements

CHAMBER DIRECTORS REPORT: Melissa Newton

Chamber Director Melissa Newton shared information on the 2 upcoming events. The Chamber Mixer at the Parker Community Center on July 20 at 5:30 hosted by the Town of Parker and a Ribbon Cutting introducing a new doctor at the old battery building on July 27 at 2:00 PM. She invited all to attend.

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. Adoption of Chapters 21-23 and Chapter 25 of the proposed Parker Police Department Policy and Procedures Handbook

MOTION: To approve the Adoption of Chapters 21-23 and Chapter 25 of the proposed Parker Police Department Policy and Procedures Handbook

BY: CM Hooper

SECOND: CM Daniels

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 Grant Application to Water Infrastructure Finance Authority (WIFA) for Aaron Hill Field Artificial Turf, Water Meter Replacement and Library Xeriscape Projects

Steve Ziegler, Public Works Director

Town Clerk Amy Putnam presented to the Mayor and Council the request to authorize Public Works Department staff to submit an application to the Water Infrastructure Finance Authority of Arizona (WIFA) Water Conservation Grant Fund for the Aaron Hill Field Artificial Turf, Water Meter Replacement and Library Xeriscape Projects. The WIFA Water Conservation Grant Fund exists to provide financial resources to eligible entities for the purpose of conserving Arizona's water supply. These 3 projects meet the eligibility criteria for this grant and can be grouped together on one application. There is a 25% match that the Town would be responsible for if awarded and the application deadline is July 31, 2023. The Aaron Hill Field Project will conserve 1.8 million gallons of water per year and a proposed cost of \$709,954. The Water Meter Replacement Project will help reduce water loss on average of 11 million gallons per year and will replace 298 meters at a cost of approximately \$225,000. The Library Xeriscape Project will be conserving 1.6 million gallons of water per year and is estimated to cost \$50,000. The 25% cost share that the Town would be responsible for depends on whether or not we get the grant for the entire amount of each project or funding for a portion of the projects. The 25% cost of each project is as follows: Aaron Hill Field=\$179,988 from the General Fund CIP, Water Meter Replacement=\$56,250 from the Water Fund CIP, and the Library Xeriscape=\$12,500 from the General Fund CIP.

MOTION: To approve the Grant Application to Water Infrastructure Finance Authority (WIFA) for Aaron Hill Field Artificial Turf, Water Meter Replacement, and Library Xeriscape Projects
BY: CM Wooddell
SECOND: CM Hooper
APPROVE: With all others in favor, the motion passed

2. Discussion and Action to Approve/Deny Spirit of the Blue Grant Application for \$2,200.00 for 13 Individual Medical Pouches
Lieutenant Jonny Ferris, Parker Police Department

Lieutenant Jonny Ferris respectfully requests the Mayor and Council to approve the submission of a Spirit of Blue grant proposal 13 Individual Medical Pouches. If awarded this grant, the Parker Police Department is also seeking approval to receive or purchase the medical pouches, depending on how Spirit of Blue chooses to award the grant. The Parker Police Department currently has large medical bags that are stored in the patrol vehicles. These new medical pouches will be worn on the Officer's belt. This request includes the Medical Pouches with Medical Content. The total estimated cost would be \$2,200. CM DeLeon asked if the pouches were for the use of the individual officer aide or for the general public. Lieutenant Ferris stated it could be used for either and it is just easier than running back to the patrol vehicle if the situation called for minor medical needs.

MOTION: To approve the Spirit of the Blue Grant Application for \$2,200.00 for 13 Individual Medical Pouches
BY: CM Hooper
SECOND: CM Daniels
APPROVE: With all others in favor, the motion passed

3. Discussion and Action to Approve/Deny Spirit of the Blue Grant Application on behalf of the La Paz County Regional Special Response Team for \$3,700.00 for Ballistic Shield, Gas Grenade, Flash Bangs, and 40mm Projectiles
Lieutenant Jonny Ferris, Parker Police Department
This item was tabled for a future meeting.

4. Discussion and Action to Approve/Deny Funding Agreement with River Cities United Way for \$5,000.00 to Support Congregate and Home Delivered Meals
Lee Ann Anderson, PCC Director/TOP CHOP Director

PCC Director/TOP CHOP Director Lee Ann Anderson respectfully requests the Mayor and Council approval to accept the Community Care Funds through River Cities United Way through their "Nourishing the Bodies and Minds of Seniors" Annual Program Application in the amount of \$5,000. Acceptance of these funds may be used to support both Congregate and Home Delivered Meals under our Senior Program.

MOTION: To approve the Funding Agreement with River Cities United Way for \$5,000.00 to Support Congregate and Home Delivered Meals
BY: CM Daniels
SECOND: CM Hooper
APPROVE: With all others in favor, the motion passed

5. Discussion and Action to Approve/Deny SFY 2024 WACOG Initial Contract for \$383,223.00

Lee Ann Anderson, PCC Director/TOP CHOP Director

PCC director/TOP CHOP Director Lee Ann Anderson respectfully requests the Mayor and Council to approve the renewal of the PCSC's Annual Contract with Western Arizona Council of Governments. This fixed price contract is funded by the Older Americans Act, Title XX & State Funded programs and has a reimbursement ceiling of \$383,223. The contract period runs from July 1, 2023, through June 30, 2024. It reimburses direct services for Congregate Meals and Home Delivered Meals to homebound citizens throughout La Paz County. Approving this contract will support the continuation of both of these important senior programs.

MOTION: To approve the SFY 2024 WACOG Initial Contract for \$383,223.00
BY: CM Hooper
SECOND: CM Daniels
APPROVE: With all others in favor, the motion passed

6. Discussion and Action to Approve/Deny Agreement with Apptegy for Website and Social Media Hosting

Amy Putnam, Town Clerk

Town Clerk Amy Putnam respectfully requests the Mayor and Council to approve the agreement with Apptegy for website and social media hosting services. Darrin Cribbs recommends the migration to Apptegy. 3 quotes received are Apptegy for \$14,368, Civic Plus for \$13,583, and GovBuilt for \$4,500. Mayor Hartless highly recommends using Apptegy as the schools use it. CM Daniels asked if the cost was just for the start-up fee. Amy replied yes. CM Wooddell asked if there was a qualified person who would handle the duties of managing the sites. Town Manager Ed Dickie stated that Amy was qualified to handle it and will continue to for now. Mayor Hartless asked what the annual fee would be, roughly. Amy responded around \$7,850. Mayor Hartless stated this has been a long time coming. Amy stated that Darrin recommends the Town get their own URL. Currently, the Town is using thetownofparkeraz.com and it does not identify us as a government entity. Mayor Hartless stated it does make a difference how much more traffic flow you will receive.

MOTION: To approve the Agreement with Apptegy for Website and Social Media Hosting
BY: CM Daniels
SECOND: CM Shontz
APPROVE: With all others in favor, the motion passed

7. Discussion and Action to Approve/Deny Creation and Funding for Human Resources /Grant Administrator Position

Edward Dickie, Town Manager

Town Manager Edward Dickie respectfully requests the Mayor and Council to approve the Job Description for HR Manager/Grants Administrator. The Town is in need of a Human Resource Manager and an individual who can oversee and manage the Town Grants as a Grant Administrator. The HR position will play a major role in keeping the Town in compliance with both State and Federal Personnel Regulations. The Town of Parker is heavily reliant on Grants and this will continue to be even more so in the future due to the Town's inability to grow. This position will work closely with the department heads and the grant writer in finding and writing the grants. The Town is currently in the process of paying back roughly \$100k-\$200k for a grant that was mismanaged and the Town cannot afford for that to happen again. The fiscal impact would be a beginning salary of \$72,000.

MOTION: To approve the Creation and Funding for Human Resources /Grant Administrator Position
BY: CM DeLeon
SECOND: CM Daniels
APPROVE: With CM Wooddell opposing and all others approving the motion passed

COUNCIL MEMBER/LIAISONS REPORTS WITH POSSIBLE TOPICS FOR DISCUSSION:

Chamber of Commerce and Tourism- Mayor Hartless + 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*

CM Daniels shared that the Parks & Recreation Committee is having their Annual Back to School Bash on July 23rd and will be giving away over 400 backpacks, lunch boxes, pencil pouches, and free hot dogs.

ANNOUNCEMENTS:

Wednesday	July 19, 2023	Joint Venture	10:00 AM
Thursday	July 20, 2023	Parker Regional Chamber of Commerce and Tourism Monthly Business Mixer hosted	5:30 PM @ 1115 12th Street

		by Parker Community Center	
Sunday	July 23, 2023	Parks and Recreation Annual Back to School Bash	6:00 PM @ Pop Harvey Park
Monday	July 31, 2023	Friends of the Library Book Sale	9:00 AM @ Parker Public Library
Tuesday	August 1, 2023	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 6:37 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