

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 5, 2023, at 6:00 p.m. 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, September 5, 2023, 6:00 P.M.

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

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

Staff: Interim Town Manager Edward Dickie, Town Clerk Amy Putnam, Community Development Director Nora Yackley, Finance Manager Megan Poe, Chief of Police Michael Bailey, Public Works Director Steve Ziegler, Library Manager Fenix Markel

Others Present: Melissa Newton, John Gutekunst, Ashley Bonds, Mike Kelly, Lois Moore, Brie McRae, David Plunkett, Tami Merritt

PLEDGE OF ALLEGIANCE: Led by Mayor HArtless

INVOCATION: Brie McRae, 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**.

There was no Call to the Public presented to the clerk

CHAMBER DIRECTORS REPORT: Melissa Newton

Melissa thanked the Mayor and Council for the partnership with Arizona Cities and Towns and spoke briefly about the passports to adventures brochures.

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 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. Adoption of Chapters 26, 31, 33, 34, and 35 of the new Parker Police Department Policy and Procedures Handbook
- b. Adoption of Chapters 42, 43, 44, 45, 46, 52, and 53 of the new Parker Police Department Policy and Procedures Handbook
- c. Special Event Application October 1, 2023, Autumn Gathering 4:00 PM to 7:00 PM Pop Harvey Park (no street closure requested)
- d. Special Event Application October 7, 2023, 49th Annual Indian Days Parade 9:00 AM to 11:30 AM Traditional Joshua Street Parade Route
- e. Special Event Application October 14, 2023, Annual Parker Fire Association Block Party 8:00 AM to 12:00 AM Street Closure on Kofa Ave between Arizona and 14th Street.
- f. Special Event Application Colorado River Crisis Services 3rd Annual Autumn Awareness Street Festival October 27, 2022, from 12:00 PM to 10:00 PM Street closure on Joshua between Arizona and 14th Street

MOTION: To Approve items a-f
BY: CM Hooper
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 Purchase of Accu-Tab Power Pro Chlorinator from Aquaflow Solutions for Well 6 and 8 for \$119,320.04
Steve Ziegler, Public Works Director

Public Works Director, Steve Ziegler respectfully requests the Mayor and Council to authorize staff to purchase the Accu-Tab Power Pro 3075 Chlorination Unit from Aquaflow Solutions for Wells 6 and 8 for \$119,320.04. On July 19, 2022, Council approved the purchase of the Accu-Tab Chlorination Unit for the Pump House. That unit was installed in December of 2022 and the unit has been reliable and has performed as expected, therefore, the installation of this type will be installed at Wells 6 & 8, upon approval. Aquaflow was provided with our specifications for Well 6 & 8 and they recommend the Power Pro 3075 will meet our specifications. This purchase includes installation and training on the equipment. The Accu-Tab Chlorinators are manufactured by Axiall, LLC. They are a sole source provider of this specialized equipment and it is only sold

through their authorized distributors so there were no competing proposals gathered. The fiscal impact is that the funds to pay for this will come from the approved FY 23-24 Water Department Capital Budget where staff budgeted \$61,948.92 for each unit. Council Member Hooper asked, "On Well 8, where we are running half the amount of water, is this the same size chlorinator?" Steve replied, "Yes, it is the same size and the Chlorinator is scalable."

MOTION: To Approve Purchase of Accu-Tab Power Pro Chlorinator from Aquaflow Solutions for Well 6 and 8 for \$119,320.04
BY: CM Lucas
SECOND: CM DeLeon
APPROVE: With all others in favor, the motion passed

2. Discussion and Action to Approve/Deny Parker Police Department Tenant Improvement Invitation for Bids

Steve Ziegler, Public Works Director

Public Works Director, Steve Ziegler respectfully requests the Mayor and Council to authorize staff to put the Police Department Tenant Improvement Project out for bids. The invitation for Bids includes all of the bidding information and forms, contract documents, plans, structural calculations, specifications including the CDGB documents required along with the following schedule; September 6, 2023-Publishing, September 18, 2023-Pre-Bid Conference at 10:00 am, October 5, 2023-Bid Opening at 10:00 am. The Public Works staff and Architect will then analyze the bids and determine the lowest responsible bidder along with 2 alternates. The apparent low bidder will then be issued a Notice of Apparent Lowest Responsible Bidder (4) days prior to the Award Contract at the October 17 Council Meeting. The fiscal impact was included in the FY 23-24 Budget under the General Fund Capital Projects and Grants Budget using the CDGB funds in the amounts of \$350,000 and \$229,941 respectively. On August 10, 2023, Seabury & Fritz provided an updated Estimated Cost of Construction using the Davis Bacon wage rates required by the CDGB and that estimate came to \$408,800. The estimate provided in October of 2022 was \$313,9000.

MOTION: To Approve Parker Police Department Tenant Improvement Invitation for Bids
BY: CM Hooper
SECOND: CM Daniels
APPROVE: With all others in favor, the motion passed

3. Discussion and Action to Approve/Deny Agreement with Sunland Asphalt for Street repairs to Joshua and Kofa from 16th Street to 18th Street for \$1,219,141.19 Using the 1-GPA Cooperative Contract #22-15P-04

Steve Ziegler, Public Works Director

Public Works Director, Steve Ziegler respectfully requests Mayor and Council to authorize staff to hire Sunland Asphalt to perform the following 2 projects for \$1,219,141.19. Sunland Asphalt provided 2 proposals using their 1GPA purchasing cooperative contract #22-15P-04. Project: Joshua Ave. to Kofa Ave. from 16th St. to 18th St. In FY 22-23 Atkins Engineering developed plans and specifications to address the drainage issues at the intersections of 16th and 17th on Joshua Ave. This proposal includes project notification to all the affected residents and businesses, traffic control, barricades, and restriping. Cost \$1,119,358.64. and Project: Hopi Ave. Catch Basin Installation. In 2017 the Hopi Ave storm drain and paving project included installation of the underground piping connection to the existing storm drain. The catch basin was removed due to the cost. This proposal includes project notification to all the affected businesses, traffic control and barricades. Cost \$99,782.55. The tentative time frame to begin the project will be during the Christmas school break. Staff will arrange a meeting with the School Superintendent and Parker High School Principal to discuss the project and get their feedback on traffic control

prior to beginning the project. This project is estimated to take 3-6 weeks. The fiscal impact is the funds to pay for this Streets Capital Project were included in the adopted FY 23-24 Capital Budget. Council Member Hooper asked, "Will the project on 16th be from Joshua to California?" Steve replied, "Yes, including 17th, as well."

MOTION: To Approve Agreement with Sunland Asphalt for Street repairs to Joshua and Kofa from 16th Street to 18th Street for \$1,219,141.19 Using the 1-GPA Cooperative Contract #22-15P-04
BY: CM Hooper
SECOND: CM DeLeon
APPROVE: With all others in favor, the motion passed

4. Discussion and Action to Approve/Deny Parker Public Library Logo Update
Fenix Markel, Interim Library Manager

Parker Public Library Manager, Fenix Markel respectfully requests the Mayor and Council to approve the Library's new logo update. While researching the history of the Parker Public Library, staff found a newspaper article clipping from the summer of 1973 when the Library was undergoing many upgrades including the addition of a new sign. 50 years later, that beautiful sign is no longer here but our updated logo was designed in its likeness. With this logo change we believe that we are honoring the history of the library and those who worked so diligently to make the Library what it is today.

MOTION: To Approve Parker Public Library Logo Update
BY: CM Daniels
SECOND: CM Lucas
APPROVE: With all others in favor, the motion passed

5. Discussion and Action to Approve/Deny Parker Public Library Grant Repayment to the Arizona Library Association and the Arizona State Library in the Total Amount of \$96,141.24

Fenix Markel, Interim Library Manager

Parker Public Library Manager, Fenix Markel respectfully requests the Mayor and Council to approve the payback of the following grants; AZ On Track Grant for \$86,633.25, LSTA Rural Information Outreach for Homebound and Hard-To-Reach Residents Grant for \$5,507.99, and the Community Memory Express Grant for \$4,000.00. In April of 2023, the Library experienced a shift in management. While going through files and emails, many phone calls and emails shared with the Arizona State Library and the AzLA President, it was discovered and determined that 3 of the Library's Grants had been mismanaged resulting in it being required to return the requested funds. The fiscal impact is that because we were made aware of this issue before the budget was approved, we were able to budget \$120,000.00 for the FY 23-24 Budget and the funds will be used from that budget.

MOTION: To Approve Parker Public Library Grant Repayment to the Arizona Library Association and the Arizona State Library in the Total Amount of \$96,141.24
BY: CM Shontz
SECOND: CM Daniels
APPROVE: With all others in favor, the motion passed

6. Discussion and Action to Approve/Deny Intergovernmental Agreement Between the Colorado River Indian Tribes, La Paz County, and The Town of Parker regarding Law Enforcement Jurisdiction

Michael Bailey, Chief of Police

This item was tabled for further discussion.

MOTION: To table the Intergovernmental Agreement Between the Colorado River Indian Tribes, La Paz County, and The Town of Parker regarding Law Enforcement Jurisdiction
BY: CM Shontz
SECOND: CM Daniels
APPROVE: With all others in favor, the motion passed

7. Discussion and Action to Approve/Deny First Amendment to the Cooperative Purchasing Agreement Between the Town and Pride Outfitting for the outfitting of police vehicles
Michael Bailey, Chief of Police

Chief of Police, Michael Bailey respectfully requests Mayor and Council to approve to amend the Cooperative Purchase Agreement from the City of Chandler (City of Chandler Agreement Number PD2-055-4378) total amount paid from \$35,860.00 to \$80,341.88 for total services paid to Pride Outfitters LLC.

MOTION: To Approve First Amendment to the Cooperative Purchasing Agreement Between the Town and Pride Outfitting for the outfitting of police vehicles
BY: CM DeLeon
SECOND: CM Lucas
APPROVE: With all others in favor, the motion passed

8. Discussion and Action to Approve/Deny Adoption of the Town of Parker Personnel Rules and Regulations

Edward Dickie, Town Manager

Town Manager, Edward Dickie respectfully requests Mayor and Council to approve the Personnel Rules and Regulations for the Town of Parker. The Town Council reviewed and discussed the Personnel Rules and Regulations (PRR) at a work session on Tuesday, August 15th. At the work session, the Council directed staff to bring the PRR back to the next regular council meeting for council adoption. The Town Attorneys (Pierce and Coleman) have reviewed the PRR and it is now ready for the council's adoption. There is no fiscal impact.

MOTION: To Approve the Adoption of the Town of Parker Personnel Rules and Regulations
BY: CM Hooper
SECOND: CM Daniels
APPROVE: With all others in favor, the motion passed

9. Discussion and Action to Approve/Deny Resolution 14-2023 Establishing Purchasing Amounts

Edward Dickie, Town Manager

Town Manager, Edward Dickie respectfully requests Mayor and Council to approve the Resolution adopting the Town of Parker establishing Purchase Amount. In 2022, Council approved a Resolution establishing a Purchase Amount. Section 4 of the Resolution made it restrictive for staff to purchase due to the amounts of \$15,001.00 requiring sections 1-11-5 and 1-11-6 of the Town Code. Due to the increased costs in labor and supplies in the economy, staff is requesting Council to increase the following amounts: a) from \$3,000.00 to \$5,000.00 in Section 2, b) from \$3,000.01 to \$5,000.01 and %15,000.00 to \$100,000.00 in Section 3 and c) from \$15,001.00 to

\$100,000.01 in Section 4. The Town's Attorneys have reviewed the Resolution for the Town of Parker Establishing Purchasing Amount and it is ready for the Council's adoption. The Town will see a significant savings from advertising in the local paper for amounts over \$15,001.00 but less than \$100,000.01.

MOTION: To Approve Resolution 14-2023 Establishing Purchasing Amounts
BY: CM Hooper
SECOND: CM Lucas
APPROVE: With all others in favor, the motion passed

10. Discussion and Action to Approve/Deny Chamber of Commerce Services Agreement
Edward Dickie, Town Manager

Town Manager, Edward Dickie respectfully requests Mayor and Council to approve the Chamber of Commerce Service Agreement. The Chamber of Commerce needed to make some changes to this agreement. There is no change in the funding request.

MOTION: To Approve the Chamber of Commerce Services Agreement
BY: CM DeLeon
SECOND: CM Lucas
APPROVE: With all others in favor, the motion passed

11. Discussion and Action to Approve/Deny Payment to Lake Havasu City for Amicus Brief Services in the amount of \$3,127.50 for Mohave County v. BOR
Edward Dickie, Town Manager

Town Manager, Edward Dickie respectfully requests Mayor and Council to approve the payment to Lake Havasu City for Amicus Brief Services in the amount of \$3,127.50 for Mohave v. BOR.

MOTION: To Approve the payment to Lake Havasu City for Amicus Brief Services in the amount of \$3,127.50 for Mohave County v. BOR
BY: CM Shontz
SECOND: CM Daniels
APPROVE: With all others in favor, the motion passed

12. Discussion and Action to Approve/Deny Resolution 12-2023 Establishing Guidelines for Public Comments on Town Social Media Sites
Amy Putnam, Town Clerk

Town Clerk Amy Putnam respectfully requests Mayor and Council to approve Resolution 12-2023 adopting the Town of Parker Social Media Policy and Guidelines for Public Comment on Social Media Sites. The Town of Parker currently has no social media policy or guidelines for public comment. This document will provide clear guidelines to staff and informs the public about rules and regulations regarding posting prohibited content on Town social media sites. There is no fiscal impact.

MOTION: To Approve the Resolution 12-2023 Establishing Guidelines for Public Comments on Town Social Media Sites
BY: CM Shontz
SECOND: CM Hooper
APPROVE: With all others in favor, the motion passed

COUNCIL MEMBER/LIAISONS REPORTS WITH POSSIBLE TOPICS FOR DISCUSSION:

Chamber of Commerce and Tourism- Vice Mayor 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:

Sunday	September 10, 2023	Parker Community Center Grandparents Day Pancake Breakfast	8:00 AM - 11:00 AM
Monday	September 11, 2023	Friends of the Library Book Sale	9:00 AM - 11:00 AM @ Parker Public Library
Monday	September 11, 2023	Library Advisory Board	5:15 PM
Tuesday	September 12, 2023	Parks and Recreation	4:00 PM
Monday	September 18, 2023	Parker Community Center Advisory Board	5:15 PM
Tuesday	September 19, 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 the meeting at 6:45 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