

Upon notice duly given under Arizona Revised Statutes, Section 38-431, et seq., as amended, the City Council of the City of Bullhead City held a regularly scheduled meeting on Tuesday, February 4, 2025, in the City Council Chambers, 1255 Marina Boulevard, Bullhead City, Arizona.

CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor D'Amico called the meeting to order at 5:30 p.m. and invited Pastor Tim Eighmy from Community Lutheran Church to deliver the invocation. Council Member Ring led the assembly in the Pledge of Allegiance to the Flag.

ROLL CALL

Council Present

Alfonzo, Dallman, D'Amico, Head, Newlin, O'Neill, Ring

Council Absent

None

Staff Present:

CITY MANAGER: Toby Cotter

CITY ATTORNEY: Garnet Emery

CITY CLERK: Debie Ogden

POLICE CHIEF: Robert Trebes

FINANCE DIRECTOR: Robert Drexler

PUBLIC WORKS DIRECTOR: Angie Johnson

UTILITIES DIRECTOR: Mark R. Clark

HUMAN SERVICES DIRECTOR: Jeff Tipton

DEVELOPMENT SERVICES DIRECTOR: Saritti Chooniyom

PRESENTATIONS AND PROCLAMATIONS

None

OPEN CALL TO THE PUBLIC

Mayor D'Amico opened the call to the public.

Steven Lee said the city needed to quit doing business with Catholic Charities because they are no longer a nonprofit, and spoke about alleged corruption within USAID. He said the city needs to become self-efficient because a lot of grants are probably going to evaporate.

Jamie Starr said a traffic signal needs to be installed at the intersection of Highway 95 and Sterling. She said Marina Boulevard and Vista Del Rio needed to be cleaned up. She said several citizens have complained to code enforcement and nothing is getting done, and said the city needs to create a blight taskforce.

Barbara Pape spoke about the upcoming Colorado River Republican Women luncheon to be held at the Chaparral Country Club on February 5th.

Steven Brown from the Bullhead Regional Food Bank spoke about a Celebrity Cook-Off fundraising event that is going to be held on March 8th at the Bullhead Chamber of Commerce and a charity golf tournament to be held at the Laughlin Ranch Golf Course on April 26th.

Sheila Barnett spoke about the family health fair that is taking place at Mohave Community College on March 1st. She said they will be providing health screenings such as blood pressure checks, blood sugar checks, scoliosis screening, nervous system checks, and free mammograms. She said the dental department will be providing free X-rays.

Thomas Dallman said he was representing the Rotary Club. He said they raised over \$30,000 during the Slab-O-Rama event, and said all the money will be funneled back into the community. He said he is the Chairman of the Scholarship Committee and said approximately \$25,000 will be awarded in scholarships this year.

Christine Dumont said there is a new republican organization in the area called Mohave County/ Bullhead City Chapter of the Arizona Republican Assembly, also known as ASRA. She said the organization existed for some time, primarily in Maricopa and Pinal counties. She said the organization is the conscience of the Republican Party. She said they emphasize God, family and country and abide by a list of principles, such as adherence to the United States and Arizona State Constitutions. She said they meet on the third Sunday of the month at The Way Christian Church in Fort Mohave. She said their next forum will take place on February 16.

Charles Lewin said he and his mother recently moved to Bullhead City and started a new business. He said he is being harassed by a Bullhead City police officer. He said he has been pulled over four times and was arrested for a speeding ticket. He said he wants to live in Bullhead City and give back to the community, but he cannot take it anymore. He said a lot of people are going to see him at different events, and said he wanted people to know he is a good person.

Scott Tuchfarber said he has been working on a development in the city and is having problems with the Building Department. He said building inspectors keep failing him when they do their inspections. He said he is doing everything he is told to do, and they still fail him. He said he does not want to deal with the Building Department anymore and asked if the Council could help him.

Shawn Regan said he was also harassed by the police department, and said he was pulled over three times in three months. He said he looked at his receipt after he paid his ticket and said some of the fees are absurd. He said a probation fee should not be charged to people that are not on probation.

Having no one else present requesting to speak, Mayor D'Amico closed the call to the public.

AGENDA MODIFICATIONS

None

WAIVER MOTION

Council Member Newlin made a motion to waive the reading in full of all ordinances and resolutions presented for adoption at this meeting. Vice Mayor Alfonzo seconded the motion.

VOTE: AYES: Alfonzo, Dallman, D'Amico, Head, Newlin, O'Neill, Ring

NAYS: None ABSENT: None

MOTION CARRIED

MANAGER'S REPORT

1. Senior Enrichment Center Grand Opening

City Manager Cotter said the Senior Enrichment Center grand opening will take place on March 4th. He said the electricity is now hooked up and the generators have arrived. He said the flooring will take a few weeks to finish, and staff will start moving in as soon as the floors are complete.

2. Status of Parkway Safety Grant Project

City Manager Cotter said the safety grant that is being administered by ADOT is currently on hold because they are waiting on the light poles to be delivered. He said they expect the poles to be delivered sometime in April, and said he will keep everyone updated on the project.

MAYOR AND COUNCIL MEMBERS' REPORTS ON CURRENT EVENTS

Vice Mayor Alfonzo said the following events are taking place in Bullhead City: Veterans in Motion Sweethearts Dance at the Fiesta RV Park on February 14th; Taste of Bullhead at the Bullhead City Chamber of Commerce on February 22nd; and the Bicycle Safety Rodeo will take place on March 1st.

ITEMS WITHDRAWN FROM CONSENT AGENDA

Council Member Newlin removed Item 1 from the Consent Agenda for corrections.

CONSENT AGENDA

1. Approve the minutes of the January 21, 2025 Regular Council Meeting. (City Clerk Ogden)

This item was removed from the consent agenda.

HEARINGS ON ITEMS PULLED FROM CONSENT AGENDA

Council Member Newlin said two corrections need to be made to the draft minutes. He said on page seven, Council Member Newlin added Riverview Drive from Highway 95 to Lakeside, not "150 feet south of Laughlin Ranch Boulevard and the Bullhead Parkway and the same at Highway 95 and Mohave Drive". He said on page nine (Agenda Item No. 8) Council Member O'Neill voted no.

Council Member Newlin made a motion to approve the January 21, 2025 Regular Council Meeting Minutes as amended. Council Member Head seconded the motion.

VOTE: AYES: Alfonzo, Dallman, D'Amico, Head, Newlin, O'Neill, Ring
NAYS: None **ABSENT:** None

MOTION CARRIED

PUBLIC HEARINGS ON ITEMS PULLED FROM CONSENT AGENDA

None

BOARD/COMMISSION/COMMITTEE APPOINTMENTS

None

PUBLIC HEARINGS ON LIQUOR LICENSE APPLICATIONS

None

ACTION ITEMS

Building, Planning and Zoning Items

None

Bid Awards, Contracts, Intergovernmental Agreement, and Purchases

2. Discussion and possible action to approve an Amendment to the Agreement for On-Call Water and Wastewater System Repairs by Job Order with Premier Backhoe, Inc., in an amount not to exceed \$400,000 annually; and authorize the City Manager to execute the Amendment and issue resultant payments. (Utilities Director Clark)

City Attorney Emery said with regards to Agenda Items 2 and 5, there is an entity other than the one they are contracting with in the body of Agreements. He said corrections will be made to the documents before the final document is executed.

Utilities Director Clark said several years ago staff had to do a lot of repairs and they had to go out to bid for all the projects. He said it did not make sense because these are typically emergency repairs that needed to be done right away. He said they developed this Job Order for those types of situations, and included in these services are the installation of fire hydrant valves and service lines. He said this amendment is increasing the Job Order to \$400,000 with the bulk of the increase being for fire hydrant installations. He said in August 2024, the Council approved the fire hydrant program that consists of installing 80 fire hydrants a year for the first 3 years and 40 fire hydrants for the second 2 years. He said they have the funds, but the funds are budgeted under the capital item for the fire hydrants. He said they also had to increase the value under the contract to allow the fire hydrants to be installed under this contract. He said they are also adding asphalt and concrete repair to the contract.

Mayor D'Amico asked if they were just moving the funds from one account to another. Utilities Director Clark answered affirmative.

Vice Mayor Alfonzo said the original bid tabulation sheet was inadvertently left out of the packet. He said the low bidder was Premier Backhoe at \$25,226.55; Redmond Construction at \$59,615.00; and Arizona Pipeline at \$401,250.83. He said this is important because people do not realize the amount of time, trouble, effort, and expense they go through to bid out projects. He said this also reminds some of the competitors that they need to sharpen their pencils when bidding on projects.

Mayor D'Amico asked if anyone from the public wanted to speak on this item.

Steven Lee said there are fire hydrants located in the city that have not worked in years. He said the fire hydrants should go through the competitive bidding process.

Mayor D'Amico said the fire hydrants did go through the bidding process, and said the Council approved the item in August 2024.

Council Member Ring made a motion to approve an Amendment to the Agreement for On-Call Water and Wastewater System Repairs by Job Order with Premier Backhoe, Inc., in an amount not to exceed \$400,000 annually; and authorize the City Manager to execute the Amendment and issue resultant payments. Vice Mayor Alfonzo seconded the motion.

VOTE: AYES: Alfonzo, Dallman, D'Amico, Head, Newlin, O'Neill, Ring
NAYS: None ABSENT: None

MOTION CARRIED

Other Business

3. Discussion and possible action to accept the City of Bullhead City's audited annual financial report and audit results for the fiscal year ended on June 30, 2024. (Finance Director Drexler)

City Manager Cotter said Arizona State law requires that the auditor presents the audit in front of the council. He said the auditor will give a brief presentation.

Brian Hemmerle from Baker Tilly gave a brief presentation regarding the city's audit. Mr. Hemmerle said the audit report is a clean opinion report and complies with laws, grants, contracts, debt, and covenants and said they did not detect any noncompliance with any of those items.

Mr. Hemmerle said the federal government requires if any city spends \$750,000 or more must have a specific audit on just those funds. He said the federal government has a formula they require to be used to determine which grant specifically should be tested each year, and said there were three grants that needed to be tested. He said the first grant is the Community Development Block Grant. He said it did receive a clean opinion, and there were no findings on the grant. He said the grant met all the requirements the federal government holds for the grant. He said the second grant that was required to be tested was the Formula Grant for Rural Areas and Tribal Transit Programs. He said there were no findings on the grant, and it received a clean opinion. He said the last grant is related to COVID-19 funding for the coronavirus. He said the grant also received a clean opinion. He said all three grants were audited and tested in accordance with the standards that are required by the federal government, and they all received clean opinions.

Mr. Hemmerle said the audit does provide reasonable assurance that the city's financial statements are materially correct and said they do not provide absolute assurance. He said absolute assurance would require every transaction and every activity within the financial statements are audited. He said doing so would take a very long time, be very cumbersome, and would cost the cities a lot of money to perform that kind of audit so it is not required by the state or federal government. He said what they do require is reasonable assurance that everything is materially correct, so they use materiality, statistically valid sampling. He said there were no internal control matters that needed to be reported this year. He said various internal controls were tested and there were no findings related to them. He said there were no qualitative aspects that needed to be adjusted for this year.

Mr. Hemmerle said they audited all significant unusual transactions and found no reportable instances or issues. He said they had no disagreements with management, and said there were no circumstances that affected the formal content of the report. He said there was no audit consultation outside of their firm and no uncorrected statements. He said all journal entries that were determined to be recorded were recorded. He said the finance department did go along with any entries they thought were needed to be made. He said there were no other audit findings or issues to report, and said they did not detect any fraud. He said no material fraud was identified and there are no growing concerns.

Mr. Hemmerle said the expense limitation report is required by the State of Arizona. He said this year the city had an expenditure limitation of \$60.1 million. He said the city subject limitation was \$43.8 million so the city came in under the expenditure limit by \$16.3 million. He said this has been filed and accepted by the Auditor General's Office.

Mr. Hemmerle said the general fund balance increased by \$6.8 million mainly because of an increase in tax and intergovernmental revenues. He said actual revenues were in line with budgeted revenues and actual expenditures were \$4.8 million less than budgeted.

Mr. Hemmerle said Enterprise Funds should be self-sustaining funds. He said charges to users of the system should sustain the system itself and should not have to be subsidized by tax dollars from the general fund. He said this year the water fund charges for services exceeded operating expenses by \$2.2 million, leading to an increase in net position of approximately \$1.9 million. He said operating expenses for the wastewater fund exceeded charges for services by operating revenues contributed to a decrease in net position of approximately \$3.4 million. He said overall there was a \$3.4 million decrease to equity in the wastewater fund this year.

Mayor D'Amico asked if anyone from the public wanted to speak on this item. No one spoke.

Council Member Newlin made a motion to accept the City of Bullhead City's audited annual financial report and audit results for the fiscal year ended on June 30, 2024. Vice Mayor Alfonzo seconded the motion.

VOTE: AYES: Alfonzo, Dallman, D'Amico, Head, Newlin, O'Neill, Ring

NAYS: None **ABSENT:** None

MOTION CARRIED

4. **PUBLIC HEARING:** Discussion and possible action to adopt the "Biennial Impact Fee Audit FY 2022-2023 and FY 2023-2024" (City Manager Cotter)

City Manager Cotter said state law requires the city to perform an audit of our water fees. He said the city does charge a \$400 water fee for new permits per single-family unit, and said those funds are used to pay off the water the city purchased many years ago for growth and development. He said the city's impact fees are the lowest in the state.

Mayor D'Amico asked if anyone from the public wanted to speak on this item. No one spoke.

Council Member O'Neill made a motion to adopt the "Biennial Impact Fee Audit FY 2022-2023 and FY 2023-2024". Council Member Head seconded the motion.

VOTE: AYES: Alfonzo, Dallman, D'Amico, Head, Newlin, O'Neill, Ring

NAYS: None **ABSENT:** None

MOTION CARRIED

5. Discussion and possible action to: 1) approve the "Amendment to River Fund Transportation Assistance Grant" providing an additional \$20,000 to the River Fund until further funds may be allocated by Council for the new fiscal year; 2) authorize the City Manager's execution of the amendment; and 3) approve the transfer of \$20,000 from contingency to fund the additional grant request. (Human Services Director Tipton)

Human Services Director Tipton said the Council approved \$50,000 in last year's budget, and those funds have been expensed due to high demand. He said the additional funds will help bridge the gap until the upcoming budget is approved. He said the River Fund is a critical social service agency assisting individuals in need, including those who are homeless, living in vehicles or at risk of becoming homeless. He said Mr. Conner is usually the first person to be called, especially overnight, from police officers, emergency rooms, or anything related to the homeless. He said he reviews Mr. Connor's reports quarterly, and said so far this year there has been a total of 202 individual encounters. He said of those encounters, there were 57 bus trips out of the area, 17 assists with stranded or car repairs, 26 assists with temporary shelter, and 46 assists with gasoline.

Council Member O'Neill asked if the city has the accounting records for all the expenditures. Human Services Director Tipton answered affirmative and said the original \$50,000 was included in the budget.

Mayor D'Amico asked how much money was spent on temporary shelter and how much temporary shelter each individual received. He said it is his recollection that this account was specifically for transportation. Human Services Director Tipton said sometimes an individual will need to stay in Bullhead for a day or two while transportation arrangements are being made.

Mayor D'Amico asked if anyone from the public wanted to speak on this item.

Shawn Regan said he tried to obtain services through the River Fund for his father and he was denied every time. He said his father was a veteran and asked for assistance for simple things like paying his water bill. He said he has brought veterans to see Mr. Conner and each time they are denied assistance. He said the River Fund should be required to show their accounting records before any more funds are given to them.

City Manager Cotter said he would be happy to provide audited records to the Council. He said currently the city is dealing with homeless individuals who, if the River Fund did not buy them a bus pass, would still be somewhere in the community right now. He said this agenda item is to assist solely with transportation.

Mike Conner said he is the CEO of the River Fund. He said many people come to Bullhead City for various reasons, and said some of those people get stranded here for one reason or another. He said

often times they are victims of domestic violence and need help to get themselves and their children back to their families. He said sometimes a person may need lodging accommodations because they need to obtain identification because they cannot put anyone on a bus without photo identification. He said other times they have animals, and they need a day or two to figure out how they are going to get them home. He said peoples situations are endless and offered to meet with the Council to discuss the River Fund further. Mayor D'Amico said he would like a report at the end of the fiscal year for this program so everyone knows how the funds were spent.

Scotty McClure said the River Fund should have to show their accounting records before further funds are given to them.

Council Member Ring made a motion to 1) approve the "Amendment to River Fund Transportation Assistance Grant" providing an additional \$20,000 to the River Fund until further funds may be allocated by Council for the new fiscal year; 2) authorize the City Manager's execution of the amendment; and 3) approve the transfer of \$20,000 from contingency to fund the additional grant request. Council Member Head seconded the motion.

VOTE: AYES: Alfonzo, Dallman, D'Amico, Head, Newlin, Ring

NAYS: O'Neill **ABSENT:** None

MOTION CARRIED

6. Discussion and possible action to adopt ORDINANCE NO. 2025R-2 repealing Chapter 2.96, Franchise/License Commission of the Bullhead City Municipal Code; and 2) declaring the document known as "Repeal of Chapter 2.96 Franchise/License Commission" a public record. (City Manager Cotter)

Mayor D'Amico said this item is a continuation of the last council meeting, and said sunsetting a commission is a two step process. He said they already took public comment and said this is to finalize sunsetting the Franchise License Commission.

Mayor D'Amico asked if anyone from the public wanted to speak on this item. No one spoke.

Council Member Newlin made a motion to adopt Ordinance No. 2025R-2 repealing Chapter 2.96, Franchise/License Commission of the Bullhead City Municipal Code; and 2) declaring the document known as "Repeal of Chapter 2.96 Franchise/License Commission" a public record. Vice Mayor Alfonzo seconded the motion.

VOTE: AYES: Alfonzo, Dallman, D'Amico, Head, Newlin, O'Neill, Ring

NAYS: None **ABSENT:** None

MOTION CARRIED

COUNCIL REQUESTED ITEMS

None

ADJOURNMENT

There being no further business to come before the Council, the Mayor declared the meeting adjourned at 6:31 p.m.

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct record of the regular meeting of the City Council of the City of Bullhead City held on the 4th day of February 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 10th day of February 2025.



Debie Ogden, MMC, CPM
City Clerk