

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, DECEMBER 16, 2025, in the City Council Chambers, 1255 Marina Boulevard, Bullhead City, Arizona.

**CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE**

Mayor Head called the meeting to order at 5:40 p.m. and invited Pastor Stephen Brown of Praise Chapel to deliver the invocation. Mayor Head led the assembly in the Pledge of Allegiance to the Flag.

**ROLL CALL**

Council Present

Alfonzo, Dallman, Head, Newlin, O'Neill, Ring, Smith

Council Absent

None

Staff Present:

CITY MANAGER: Toby Cotter

CITY ATTORNEY: Garnet Emery

CITY CLERK: Debie Ogden

INTERIM POLICE CHIEF: Daniel Sharp

DEVELOPMENT SERVICES DIRECTOR: Billy Chooniyom

FINANCE DIRECTOR: Robert Drexler

PUBLIC WORKS DIRECTOR: Angie Johnson

HUMAN SERVICES DIRECTOR: Jeff Tipton

UTILITIES DIRECTOR: Mark R. Clark

**PRESENTATIONS AND PROCLAMATIONS**

None

**OPEN CALL TO THE PUBLIC**

Mayor Head opened the call to the public.

Connie Baucus said she lives at 600 Riverview Drive. She asked the Council to have someone look into paving the parking lot across the street from her because it is causing blowing dirt and dust into her home on windy days.

Brandee and Rusty Dubois said they own Tri-State A/C Heroes. They spoke about the Christmas light display and activities that are taking place at Trinity Baptist Church located at 1941 Havasupai Drive.

John Pettit said he was informed that Catholic Charities was not providing services to all homeless people who visit the shelter, and said they are turning some people away. He said the city is also turning its back on the homeless population and said more needed to be done to help them.

Nichole Tracy said the Morning Kiwanis will be ringing the bells for the Salvation Army in front of Sam's Club on Saturday, December 20th. She said live music will be played throughout the day, and said they are going to have community caroling at 3:00 p.m.

Scotty McClure said he was unhappy with a police report he received regarding a vehicle accident he was in. He said someone stole a magnet sign off his truck, and said if the person is caught, he will prosecute them.

Leslie Chester and Catherine Lopez-Rajaniemi of Community Pride Advocates announced the winners of Lights in the Park. The winners are as follows: Judges' Choice-Best Overall: St. Margaret Mary Catholic Church-Nativity Scene; Best Use of Solar-White Christmas Award: Jatcom Telecommunications and Data-Snow Globe; Public Choice-Twinkle of Approval Award: Mountain View Homes-Snoopy Christmas. She said the holiday lights are on at Gary Keith Park through December 28th, and she encouraged the public to attend.

Rose Jacobs spoke about the upcoming Colorado River Concert Series performances.

Having no one else present requesting to speak, Mayor Head closed the call to the public.

### **AGENDA MODIFICATIONS**

None

### **WAIVER MOTION**

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

**VOTE: AYES:** Alfonzo, Dallman, Head, Newlin, O'Neill, Ring, Smith **NAYS:** None

### **MOTION CARRIED**

### **MANAGER'S REPORT**

#### **1. Holiday Celebrations**

City Manager Cotter said the holiday celebrations have been fantastic. He said it has been a very Merry Christmas in the community, and said thousands of people have been entertained by the variety of events and activities that have taken place. He thanked all the volunteers, city staff and sponsors for all their hard work and participation.

#### **2. BARC – Animal Shelter Grand Opening**

City Manager Cotter said the Council toured the new animal shelter today before the council meeting. He said things are coming along very well, and said they believe the shelter will be able to open sometime in the spring of 2026.

#### **3. Hazardous and Bulky Item Drop-Off Report**

Assistant City Manager Kajirwa said the city partnered with Republic Services for bulk pickup, and said this year was the first time sandbags were given out. He thanked the Public Works Department for their help with the sandbags, and said approximately 300 sandbags were given out. He said the city partnered with Mohave County for hazardous waste and Nevada State Recycle for electronics.

He gave the following report regarding electronics: 5,325 pounds of electronics and small appliances were collected; 84 televisions were collected; and 5.7 tons of bulk items were collected. He gave the following report regarding hazardous waste: a variety of items were collected, and the top items collected were lithium batteries and light bulbs. He said propane cylinders were also collected along with antifreeze, flammable liquids, miscellaneous cleaning products, paint, and fire extinguishers. He asked the public to watch out for another event to take place this spring and encouraged everyone to clean out their garages responsibly.

### **MAYOR AND COUNCIL MEMBERS' REPORTS ON CURRENT EVENTS**

Council Member Smith said the Republican Women meet on the first Wednesday of each month, and said the next meeting will take place on January 7, 2026 at Chaparral Restaurant.

Council Member Ring wished everyone a Merry Christmas.

Vice Mayor Alfonzo wished everyone a safe and Merry Christmas and a fantastic New Year. He thanked Community Service Officer Lorrie Duggins and all the police officers and volunteers who have been going to various neighborhoods over the past week giving out gifts and toys to kids in the community. He thanked Interim Police Chief Sparks and Deputy Chief Harms for participating in these events. He said everything from airplanes, balloons, hats, backpacks and stuffed animals have been given to neighborhood children with the help of the police department.

Mayor Head said it is amazing to have a community that joins together to put on so many Christmas celebrations and help to spread the holiday spirit around town. He said it is nice to see all the special holiday events being so well attended. He wished everyone a Merry Christmas and Happy New Year.

### **ITEMS WITHDRAWN FROM CONSENT AGENDA**

None

### **CONSENT AGENDA**

**Vice Mayor Alfonzo made a motion that Items 1-3 on the Consent Agenda be approved in accordance with the reports, certifications and recommendations furnished each Council Member and without further discussion. Council Member Smith seconded the motion.**

**VOTE: AYES: Alfonzo, Dallman, Head, Newlin, O'Neill, Ring, Smith NAYS: None**

### **MOTION CARRIED**

Items on the Consent Agenda were approved as follows:

1. Approve the minutes of the December 2, 2025 Regular Council Meeting. (City Clerk Ogden)
2. Approve the final condominium plat for Pueblo del Rio Condominiums, Tract 5171, and authorize the mayor to sign all accompanying documents. (Development Services Director Chooniyom)

3. Approve the request to release the financial assurance in the form of subdivision bond number 4480977 for Sunbeam Drive Townhomes, Tract 5157, and to accept the required improvements into the city system for maintenance. (Development Services Director Chooniyom)

**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**

4. **PUBLIC HEARING:** Discussion and possible action to adopt ORDINANCE NO. 2025-14, approving an amendment to Z23-011, Ordinance No. 2024-02, Stipulation No. 5, to allow the applicant additional time to obtain building permits for a 9.8-acre parcel of land located at 2350 Silver Creek Road, and described as the SE ¼ of the NE ¼ of the NE ¼ of Section 24, T20N, R22W, Bullhead City, AZ. (Development Services Director Chooniyom)

Planning Manager Loera said the Council granted a request for additional time in January 2024. He said it would have allowed the applicant to build a mixed use project with approximately 75 high end storage units, and said some would have apartments upstairs on the front half of the parcel and approximately 112 apartments on the rear of the parcel. He said the applicant was given until January 2026 to have permits issued for the zoning to vest. He said to date, the applicant has not submitted building plans, but the traffic engineer did submit a traffic impact study. He said staff have coordinated with their architect regarding on site planning issues including the driveway access off Silver Creek Road. He said this request was heard by the Planning and Zoning Commission, and said they recommended approval of this item.

Council Member Newlin asked if the applicant was notified of tonight's meeting and the public hearing. Planning Manager Loera answered affirmative. He said the applicant is out of the area, and said they may be able to get the applicant to call in if needed. Council Member Newlin said he liked this project and said he knew the applicant has attended council meetings in the past.

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

**Council Member Smith made a motion to adopt Ordinance No. 2025-14, approving an amendment to Z23-011, Ordinance No. 2024-02, Stipulation No. 5, to allow the applicant additional time to obtain building permits for a 9.8-acre parcel of land located at 2350 Silver Creek Road, and described as the SE ¼ of the NE ¼ of the NE ¼ of Section 24, T20N, R22W, Bullhead City, AZ. Council Member Ring seconded the motion.**

**VOTE: AYES: Alfonzo, Dallman, Head, Newlin, O'Neill, Ring, Smith NAYS: None**

**MOTION CARRIED**

5. Discussion and possible action to: 1) approve the final plat for CityCentre District Lots 4 & 5, Tract 5178; 2) the water allocation in the amount of 52.39 acre-feet; and 3) authorize the mayor to sign the final plat. (Development Services Director Chooniyom)

City Manager Cotter said some citizens believe that the city does not have enough water. He said he wanted to make it clear that the city does have an adequate water supply and explained water conservation efforts and how water is allocated for new development.

Planning Manager Loera said the purpose of this plan is to re-subdivide parcel 3 into two additional parcels; noted as lots 4 and 5 on the plat. He said lot 4 is proposed to be 20.85 acres and developed with approximately 155 residential units. He said lot 5 is approximately 2 acres and will be used for commercial development. He said the streets and utilities within lot 4 would remain private though they are being built according to city specifications for a potential dedication to the city at a future date.

Vice Mayor Alfonzo said the documentation provided stated that a car wash is to be located on lot 5. He asked Planning Manager Loera if the car wash would recycle the water. Planning Manager Loera said they are not sure if there will be a car wash, and said there will be some sort of commercial development on lot 5.

Mayor Head asked if anyone from the public wanted to speak on this item.

Scotty McClure asked how the city determined how much water needed to be allowed for this project. City Manager Cotter said the Development Services Department uses a particular formula to determine water allocation. He said the same formula is used for every new development.

**Council Member Dallman made a motion to approve the final plat for CityCentre District Lots 4 & 5, Tract 5178; the water allocation in the amount of 52.39 acre-feet; and authorize the mayor to sign the final plat. Council Member O'Neill seconded the motion.**

**VOTE: AYES: Alfonzo, Dallman, Head, Newlin, O'Neill, Ring, Smith NAYS: None**

**MOTION CARRIED**

6. Discussion and possible action to approve the acceptance of all required public improvements into the city system for maintenance for Montano Ridge Estates, Tract 5156, Unit 2, Bullhead City, AZ. subject to completion of the three outstanding items as outlined in the Utility Department's approval memo dated December 9, 2025, and further, once the outstanding items are accepted by

city staff in writing, all required improvements will be deemed accepted into the city system as of that date and the financial assurance will be fully released (Development Services Director Chooniyom)

Council Member Dallman declared a conflict of interest and left the dais.

City Manager Cotter said this item is for the release of financial assurance, and a contingency to hold them accountable for some of the things that are not quite finished. He said staff spoke with Utilities Director Clark, and said some clean-up things still need to be done, and said staff is confident they will complete the required work.

Council Member Newlin asked Planning Manager Loera when the required work will be completed. Planning Manager Loera said last he heard the required work would be completed in approximately two weeks.

Dan Oehler said he was the developer of the project. He said they are still waiting for a wiring harness to be delivered for their standby generator that is used for the lift station and the information and design data for the SCADA System.

Vice Mayor Alfonzo asked approximately how many homes will be built once the project is complete. Mr. Oehler said there will be approximately 160 homes built.

Mayor Head asked if anyone from the public would like to speak on this item. No one spoke.

**Vice Mayor Alfonzo made a motion to approve the acceptance of all required public improvements into the city system for maintenance for Montano Ridge Estates, Tract 5156, Unit 2, Bullhead City, AZ. subject to completion of the three outstanding items as outlined in the Utility Department's approval memo dated December 9, 2025, and further, once the outstanding items are accepted by city staff in writing, all required improvements will be deemed accepted into the city system as of that date and the financial assurance will be fully released. Council Member O'Neill seconded the motion.**

**VOTE:** AYES: Alfonzo, Dallman, Head, Newlin, O'Neill, Ring, Smith      NAYS: None  
ABSTAINED: Dallman

## **MOTION CARRIED**

Council Member Dallman returned to the dais.

## **Bid Awards, Contracts, Intergovernmental Agreement, and Purchases**

7. Discussion and possible action to approve the Judicial Services Interim City Magistrate Agreement with Tom Brady at a rate of \$75.00 hourly and authorize the City Manager to execute the agreement and issue resulting payments. (City Manager Cotter)

City Manager Cotter said the city is currently going through a recruitment process and has viable candidates for the city magistrate position. He said there is a need to have an interim candidate for a



potentially very short period of time. He said Mr. Brady has a great deal of experience, and said he agreed to a rate of \$75.00 per hour, and said the position offers no additional benefits.

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

**Vice Mayor Alfonzo made a motion to approve the Judicial Services Interim City Magistrate Agreement with Tom Brady at a rate of \$75.00 hourly and authorize the City Manager to execute the agreement and issue resulting payments. Council Member Ring seconded the motion.**

**VOTE: AYES: Alfonzo, Dallman, Head, Newlin, O'Neill, Ring, Smith NAYS: None**

### **MOTION CARRIED**

8. Discussion and possible action to adopt RESOLUTION NO. 2025R-52, approving the Memorandum of Understanding between the Department of Homeland Security (DHS), U.S. Immigration and Customs Enforcement (ICE), Homeland Security Investigations (ASI-Arizona), and the Mohave Area General Narcotic Enforcement Team (MAGNET). (Interim Police Chief Sharp)

Interim Police Chief Sharp said this agreement codifies with what is currently happening with the Mohave Area General Narcotic Enforcement Team (MAGNET). He said they work consistently with all agencies to maintain investigations into narcotics trafficking and protecting the community. He said this is a countywide program that has been in existence since 1988. He said the agreement enhances the Bullhead City Police Department's ability to stem the flow of illegal drugs coming across the border.

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

**Council Member Ring made a motion to adopt Resolution No. 2025R-52, approving the Memorandum of Understanding between the Department of Homeland Security (DHS), U.S. Immigration and Customs Enforcement (ICE), Homeland Security Investigations (ASI-Arizona), and the Mohave Area General Narcotic Enforcement Team (MAGNET). Vice Mayor Alfonzo seconded the motion.**

**VOTE: AYES: Alfonzo, Dallman, Head, Newlin, O'Neill, Ring, Smith NAYS: None**

### **MOTION CARRIED**

### **Other Business**

9. Discussion and possible action to approve a budget transfer from contingency budget to BARC site improvement budget to install a roll gate and fence to secure the BARC facility police ramp and BARC play area on the west side of the parking lot located at 2435 Miracle Mile in an amount not to exceed \$20,000.00. (Human Services Director Tipton)

Human Services Director Tipton said the funds will be used to install a fence and a roll gate to secure the police ramp and BARC play area located at 2435 Miracle Mile Road. He said the improvement will enhance the safety and control access to the ramp, play area, and BARC building.

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

**Vice Mayor Alfonzo made a motion to approve a budget transfer from contingency budget to BARC site improvement budget to install a roll gate and fence to secure the BARC facility police ramp and BARC play area on the west side of the parking lot located at 2435 Miracle Mile in an amount not to exceed \$20,000.00. Council Member Smith seconded the motion.**

**VOTE: AYES: Alfonzo, Dallman, Head, Newlin, O'Neill, Ring, Smith NAYS: None**

**MOTION CARRIED**

10. Discussion and possible action to authorize exemption to city marking required by A.R.S. § 38-538 et seq. 1) on police vehicles used for investigations, undercover work, special operations, by command staff or for prisoner transport; 2) for vehicles exclusively used for animal transport for alteration or medical services; and 3) direct the city manager to verify any ongoing exemptions needed annually. (City Manager Cotter)

City Manager Cotter said Arizona State Statute requires that city vehicles display the identification with the phrase "for official use only." He said this item is requesting approval to allow the city manager to review the policy and approve exemptions for certain police vehicles that are used for investigations, undercover work, special operations by command staff, prison transport, and animal transport for alteration or medical services.

Council Member Newlin asked why animal transport is included in the exemption. Interim Police Chief Sharp said animal transport is included in the exemption because sometimes there are significant emotional ties when animals are being transported. He said the people that are transporting the animals are civilians and the vehicle can be targeted if it is marked.

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

**Council Member Ring made a motion to authorize exemption to city marking required by A.R.S. § 38-538 et seq. 1) on police vehicles used for investigations, undercover work, special operations, by command staff or for prisoner transport; 2) for vehicles exclusively used for animal transport for alteration or medical services; and 3) direct the city manager to verify any ongoing exemptions needed annually. Council Member Dallman seconded the motion.**

**VOTE: AYES: Alfonzo, Dallman, Head, Newlin, O'Neill, Ring, Smith NAYS: None**

**MOTION CARRIED**

11. Discussion and possible action to authorize budget amendments from general fund general services contingency to the Marketplace Chaparral Golf Course cost center in the amount of \$775,000.00 for debt assumed by agreement plus wages, operating costs and improvements through February 2026. (City Manager Cotter)



City Manager Cotter said in assuming the Chaparral Golf Course, the city also assumed approximately \$350,000 in liabilities that had been undertaken by the Chaparral Golf Course, CCC Inc., and has had to make some investments in the clubhouse, sand trap, restaurant, pool, and clubhouse area. He said there will be an additional budget amendment brought before the Council in February as staff looks at additional costs. He said since the city has taken over the golf course, approximately \$40,000 in revenue has been brought in. He said the golf course looks great since the city took it over, and said things are going very well.

Council Member Smith said she was at Chaparral Restaurant last month for a meeting and said she spoke with a golfer who told her the course is the best it has been in over 15 years.

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

**Council Member O'Neill made a motion to authorize budget amendments from general fund general services contingency to the Marketplace Chaparral Golf Course cost center in the amount of \$775,000.00 for debt assumed by agreement plus wages, operating costs and improvements through February 2026. Vice Mayor Alfonzo seconded the motion.**

**VOTE:** **AYES:** Alfonzo, Dallman, Head, Newlin, O'Neill, Ring, Smith **NAYS:** None

**MOTION CARRIED**

**COUNCIL REQUESTED ITEMS**

None

**ADJOURNMENT**

There being no further business to come before the Council, Mayor Head declared the meeting adjourned at 6:26 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 16th day of December 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 19th day of December 2025.

  
Debie Ogden, MMC, CPM  
City Clerk