



SUMMARY

CITY COUNCIL MEETING/WORK SESSION

MONDAY, AUGUST 14, 2023, at 6:00 pm
LIBRARY PROGRAM ROOM • 808 S. 7TH AVE. SAFFORD, ARIZONA

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1. **WELCOME AND CALL TO ORDER:** (Reminder: Please turn off cell phones)
2. **ROLL CALL:**
COUNCIL PRESENT: Mayor Jason Kouts; Vice Mayor Richard Ortega; Councilmembers Steve McGaughey; Arnold Lopez; Michael Andazola; and Luke Arbizo.

COUNCIL ABSENT: Councilman Brad Hemphill

STAFF PRESENT: John Cassella, City Manager; Matthew Hoshal, Assistant to the City Manager/Budget Manager; Brian Avila, Police Chief; Keenan Lazenby; Finance Officer; Lance Henrie, Public Works Director; Gabe Bowman, City Engineer; Sam Napier, IT Officer; Mohamed Abdelmottelb, IT Support Specialist; Jaime Embick, Planning and Community Development Director; Mick Ruiz, Special Events Liaison; Danielle Palma, Human Resource Officer; Jason Brimhall, Utilities Director; Morgan Seale, Water Division Manager; Raymond Osornio, Gas Supervisor; Victoria Silva, Library Director; Leslie Talley; Library Operations Supervisor; Cameron Atkins, Airport Manager

OTHERS PRESENT: Vance Bryce, Nancy Schauman, Elaine Beckett, Paul David, Luke Chavez

3. **PLEDGE OF ALLEGIANCE:** Vice Mayor Richard Ortega
4. **INVOCATION:** Councilman Mike Andazola
5. **CITIZEN COMMENTS ON AGENDA ITEMS:** None.
6. **CITIZEN COMMENTS ON NON-AGENDA ITEMS:** None.
7. **CLOSE REGULAR MEETING AND RECONVENE INTO COUNCIL WORK SESSION**
8. **WORK SESSION:**
 1. **AMENDMENT OF STAFF LEAVES & ABSENCES POLICY:** Request for Mayor and Council to provide direction on the Human Resources Staff Leaves & Absences policy. (Staff, Danielle Palma) **INFORMATION/DISCUSSION**
 2. **AMENDMENT OF THE SAFETY WORK BOOT ALLOWANCE POLICY:** Request for Mayor and Council to provide direction on the Safety Work Boot Allowance policy. (Staff, Danielle Palma) **INFORMATION/DISCUSSION**
9. **CLOSE WORK SESSION AND RECONVENE INTO REGULAR MEETING**

10. **NEW/OLD BUSINESS:**

1. **MINUTES:** Request for the Mayor and City Council to review and approve the July 24, 2023, City Council Meeting Minutes and August 7, 2023, Work Session Minutes. (Staff, Beatrice Driver) **MOTION ADOPTED.**
2. **SALSA FEST SPECIAL EVENT LIQUOR LICENSE:** request for Mayor and City Council to review and approve the Arizona Department of Liquor Licenses and Control (DLLC) application presented in support of the 2023 NatureSweet Tomatoes SalsaFest “Spicy 17,” event in association with the Graham County Chamber of Commerce. **MOTION ADOPTED.**
3. **PURCHASE ARAPAHOE STREET STRIPING TRUCK:** Request for Mayor and City Council to approve the purchase of an Arapahoe Street Striping Truck from EZ LINER. This would be a cooperative purchase using a Sourcewell contract price. (Staff, Lance Henrie) **MOTION ADOPTED.**
4. **PURCHASE A7 TORNADO STREET SWEEPER:** Request for mayor and city council to approve the purchase of an A7 Tornado Street Sweeper from Schwarze Industries through Balar equipment. This would be a cooperative purchase using a Sourcewell contract price. (Staff, Lance Henrie) **MOTION ADOPTED.**
5. **PROPERTY PURCHASE—ASSESSOR’S PARCEL NUMBER (APN) 103-26-007:** Request for the Mayor and Council to approve the purchase of approximately 4.00 acres of vacant land (APN 103-26-007), owned by La Tierra Development, LLC, located along Discovery Boulevard between Graveyard Wash Dam and the street. (Staff, Lance Henrie) **MOTION ADOPTED.**

11. **RESOLUTIONS:**

1. **CHANGES TO PURCHASING LIMITS FOR THE MAYOR AND CITY COUNCIL RESOLUTION R23-020:** Request of City Council approval of Resolution R23-020, amending the Purchasing Policy for purchases made by the Mayor and City Council. (Staff, Keenan Lazenby) **MOTION ADOPTED.**
2. **RESOLUTION R23-022 STAFF LEAVES & ABSENCES:** Request for Mayor and Council to adopt Resolution Number R23-022, a Resolution adopting the revisions to the Human Resources Staff Leaves & Absences policy. (Staff, Danielle Palma) **Motion Adopted with amendment to policy to include that the Police Department will follow departmental internal S.O.P’s in regard to traumatic events and paid administrative leave.**

3. RESOLUTION R23-023, SAFETY WORK BOOT ALLOWANCE POLICY Request for Mayor and Council to adopt R Resolution Number R23-023, a Resolution adopting the revisions to the Safety Work Boot Allowance policy. (Staff, Danielle Palma) **Motion Adopted with amendments to the policy to include receipt practices to exclude vouchers and handwritten receipts.**

12. ORDINANCES:

1. ORDINANCE NUMBER O23-009 ISSUANCE OF BUSINESS LICENSE: Request for the Mayor and City Council to have a first reading and discussion of Ordinance O23-009, an Ordinance of the City of Safford, Graham County, Arizona, amending Title 5, Section 5.04.030 C, Issuance of License; to update the City of Safford Municipal Code. (Staff, Jaime Embick) **READ INTO THE MINUTES.**

13. ANNOUNCEMENT OF CURRENT EVENTS: The Mayor or any member of Council may at this time present a summary of current events. However, no discussion shall take place on such items except for clarifying comments related to substance, time, and location.

14. REQUEST FUTURE AGENDA ITEMS: Any member of City Council may request that an item be placed on the agenda for a regular meeting of the City Council per City of Safford Code. If necessary, Council may have a discussion and take action to determine if an item may be placed on an agenda for an upcoming City Council meeting.

15. REPORT ON OPERATIONAL ITEMS: The City Manager, members of city staff or those individuals designated by the Manager may present information pertinent to items under consideration or information related to the operation of the city. There shall however be no discussion at this time except for clarification inquiries. (If not listed below)

- 1. Gas Public Awareness Liaison (Staff, Raymond Osornio)**
- 2. Sister Cities Presentation (Staff, Matthew Hoshal)**

16. ADJOURNMENT: It was moved by Vice Mayor Ortega motioned to adjourn the meeting, seconded by Councilman Andazola, and carried unanimously to adjourn City Council Meeting at 7:29 pm. **MOTION ADOPTED.**