

STUDY SESSION MEETING NOTICE
TOWN COUNCIL OF DEWEY-HUMBOLDT
Tuesday, April 9, 2013, 2:00 P.M.

COUNCIL STUDY SESSION MEETING
2735 S. HWY 69

COUNCIL CHAMBERS, TOWN HALL
DEWEY-HUMBOLDT, ARIZONA

AGENDA

The issues that come before the Town Council are often challenging and potentially divisive. In order to make sure we benefit from the diverse views to be presented, the Council believes that the meeting be a safe place for people to speak. With this in mind, the Council asks that everyone refrain from clapping, heckling and any other expressions of approval or disapproval. Council may vote to go into Executive Session for legal advice regarding any matter on the open agenda pursuant to A.R.S. 38-431.03 (A) (3), which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda. Agenda items may be taken out of order. Please turn off all cell phones. The Council meeting may be broadcast via live streaming video on the internet in both audio and visual formats. One or more members of the Council may attend either in person or by telephone, video or internet conferencing. **NOTICE TO PARENTS:** Parents and legal guardians have the right to consent before the Town of Dewey-Humboldt makes a video or voice recording of a minor child. A.R.S. § 1-602.A.9. Dewey-Humboldt Council Meetings are recorded and may be viewed on the Dewey-Humboldt website. If you permit your child to participate in the Council Meeting, a recording will be made. You may exercise your right not to consent by not permitting your child to participate or by submitting your request to the Town Clerk that your child not be recorded.

1. Call To Order.

2. Roll Call.

2.1. Town Council. Town Council Members Arlene Alen, Mark McBrady, Denise Rogers, Nancy Wright; Vice Mayor Dennis Repan; and Mayor Terry Nolan.

Page **3. Study Agenda.** No legal action to be taken.

3 **3.1. YC Sheriff's Department Budget Request and Service Level for FY 13-14.**

7 **3.2. Dewey-Humboldt Historical Society's Budget Request for Museum.**

39 **3.3. Old Black Canyon Highway Update.**

43 **3.4. Council seating – To go back down to tables for Study Sessions.** [CAARF Requested by Mayor Nolan]

45 **3.5. Public Safety Service option further discussion following Chief Muma's February 19th presentation and a presentation by Bill Sutton.**

4. Comments from the Public. The Council wishes to hear from Citizens at each meeting. Those wishing to address the Council need not request permission or give notice in advance. For the official record, individuals are asked to state their name. Public comments may appear on any video or audio record of this meeting. Please direct your comments to the Council. Individuals may address the Council on any issue within its jurisdiction. At the conclusion of Comments from the Public, Council members may respond to criticism made by those who have addressed the public body, may ask Town staff to review a matter, or may ask that a matter be put on a future agenda; however, Council members are forbidden by law from discussing or taking legal action on matters raised during the Comments from the Public unless the matters are properly noticed for discussion and legal action. The total time for Public Comment is **3** minutes per person. The audience is asked to please be courteous and silent while others are speaking.

5. Adjourn.

For Your Information:

Next Town Council Meeting: Tuesday, April 16, 2013, at 6:30 p.m.

Next Planning & Zoning Commission Meeting: Thursday, May 9, 2013, at 6:00 p.m.

Next Town Council Work Session: Tuesday, May 14, 2013, at 2:00 p.m.

If you would like to receive Town Council agendas via email, please sign up at AgendaList@dhaz.gov and type Subscribe in the subject line, or call 928-632-7362 and speak with Judy Morgan, Town Clerk.

Certification of Posting

The undersigned hereby certifies that a copy of the attached notice was duly posted at the following locations: Dewey-Humboldt Town Hall, 2735 South Highway 69, Humboldt, Arizona, Chevron Station, 2735 South Highway 69, Humboldt, Arizona, Blue Ridge Market, Highway 69 and Kachina Drive, Dewey, Arizona, on the ____ day of _____, 2013, at ____ p.m. in accordance with the statement filed by the Town of Dewey-Humboldt with the Town Clerk, Town of Dewey-Humboldt.

By: _____, Town Clerk's Office.

Persons with a disability may request reasonable accommodations by contacting the Town Hall at 632-7362 at least 24 hours in advance of the meeting.



YAVAPAI COUNTY SHERIFF'S OFFICE

COMMUNITY SERVICES CONTRACT

FOR THE TOWN OF DEWEY-HUMBOLDT

2013-14

The Town of Dewey-Humboldt has had law enforcement services provided by the Yavapai County Sheriff's Office since its incorporation in 2004. This Community Focused partnership with Regional Assets from the Sheriff's Office has helped keep the crime rate of Dewey-Humboldt one of the lowest in Yavapai County.

The contract amount for 2013-14 is \$357,531

The agreement continues the existing level of service which is described as follows:

Patrol:

There will be at least one deputy in Town from 6:00 a.m. until 2:00 a.m. every day and a nearby deputy to respond to calls between 2:00 a.m. and 6:00 a.m. each day. Backup officers are assigned to cover times when Deputies are sick, in training, or in court, and to cover when vacancies occur. Backup officers are also dispatched whenever a crime in progress is reported, which includes domestic violence calls, and most Part 1 Crimes.

Animal Control:

Animal Control Officers are on-call daily to enforce the Town's Animal Control Ordinance, as well as all state laws dealing with animal cruelty and neglect. The Sheriff's Office also funds shelter services provided by the Yavapai Humane Society.

Criminal Investigations Bureau:

Major crimes such as part one crimes or acts necessitating specialized training are investigated by detectives trained in the various crime types such as crimes against children, burglary, robbery, drug dealing, sex offenses, homicide, and arson. The property and evidence unit within CIB maintains secure storage, control, disposition and security of evidence and seized property.



YAVAPAI COUNTY SHERIFF'S OFFICE

Support Services:

Yavapai County Sheriff's Office support services provides around the clock dispatch services for calls from citizens including 911 referrals to all emergency services, which includes the most modern Computer Aided Dispatch programs. Records are maintained, reviewed, retrieved and disseminated for incidents, arrests & traffic violations, which includes all mandated federal reporting.

Management services:

A designated law enforcement manager is responsible for overall supervision and policy administration 24 hours per day, seven days a week.

The Sheriff's Office conducts recruiting, extensive background investigations, and training of all new officers while maintaining staffing levels within the Town of Dewey Humboldt. This is a 9 month process from the time a person is hired until they are certified and able to patrol on their own. Supervision of all Deputies is provided by Sergeants on each shift 24 hours a day.

Backup vehicles are used whenever service or repair takes a vehicle out of service, and vehicles are replaced when circumstances dictate. Volunteer services are included, which provide business security checks, residential vacation checks, search and rescue, prisoner transports, and school security.

Specialized area-wide services:

SWAT, Child Abduction Response Team, Search and Rescue, and Partners Against Narcotics Trafficking services are available as needed by the Town.

2013-14 Change resulting in an increase of \$1,414 (.4%)

(\$11,115)	Vehicle Cost Decrease
\$10,895	Personnel Benefits Increase
\$1,634	Support Services Increase
(\$1,414)	



YAVAPAI COUNTY SHERIFF'S OFFICE

**Town of Dewey-Humboldt
Fiscal year 2013-2014**

Annual Personnel Costs \$271,096

\$48,724 Average Deputy Salary (62-16)
\$28,732 Employee Benefits
\$77,456 Total Salary + Benefits

Annual vehicle Costs \$45,771

2013/2014 \$.57/mile (includes fuel cost/maintenance/depreciation)
\$0.57/mile x 110 miles/shift (2) x 365 days/year = \$45,771
\$45,771 Total Annual Vehicle Cost

Support Services Costs \$40,664

Costs based on 15% of personnel costs

Budget Cost Summary

- **Personnel Costs**

YCSO is contracted to dedicate 1 Deputy Sheriff to the Town of Dewey-Humboldt for 20 hours per day between the hours of 6:00 AM and 2:00 AM daily.
20 hrs/day x 7 days/week = 140 hours/week

140hrs / wk
===== 3.5 deputies
40hrs / deputy / wk
\$77,456 x 3.5 deputies = \$271,096

- **Vehicle Costs**

\$0.57/mile x 110 miles/shift (2) x 365 days/year = **\$45,771**

- **Support Services Costs**

15% of Salaries
\$271,096 x 15% = **\$40,664**

- **Total Budget Cost FY 2013/2014**

\$271,096 + \$45,771 + \$40,664 = \$357,531

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Dewey-Humboldt Historical Society Museum



Museum Opening

- ◆ The Museum opened to the general public on 27th December 2012, with the grand opening celebration held on 26th January 2013.



Museum Attendance

- ◆ Museum is open 3-days a week; Thursday, Friday & Saturday.
- ◆ In the three months since opening, we have already had over 600 visitors.
 - ◆ 212 Locals from here in Dewey-Humboldt
 - ◆ 260 From Arizona outside of Town
 - ◆ 54 Out-of-State
 - ◆ 112 Unknown (no location written in visitor book)

Museum Website

- ◆ To help promote the Museum and our overall Mission, we have set-up a website.
 - ◆ December 2012: Visits 391 Hits 8,962
 - ◆ January 2013: Visits 581 Hits 7,712
 - ◆ February 2013: Visits 546 Hits 9,131
 - ◆ March 2013: Visits 505 Hits 5,444 (Partial Month)

Support from the Town

- ◆ DHHS would like to thank the Town for making our successful opening possible.
 - ◆ Your generous grant to pay rent on the property for 12-months.
 - ◆ Linking our Website on the Town site.
 - ◆ Your understanding while we continue to improve the appearance of outdoor exhibits.

Museum Outdoor Improvements



Our Volunteer Commitment

- ◆ Tracking volunteer hours for such a large group of individuals takes disciplined record-keeping and a bit of a learning curve.
- ◆ We realize not every hour of volunteer service has been captured - but we are continually improving.
- ◆ But we have documented 5,318 Hours from May 2012 to March 2013.

Fundraising & Events

- ◆ DHHS is committed to Fundraising for the dual purpose of creating a first class museum (a destination in Dewey-Humboldt), while becoming financially independent long-term.
- ◆ Past Events include...
 - ◆ Beef Raffle (Run-Away-Ribeye) - Sept 2011
 - ◆ Bolo Tie Dinner & Dance - April 2012
 - ◆ Rummage Sale & Auction - May 2012

Fundraising & Events (Continued)

- ◆ Past Events...
 - ◆ Donation from Spring Fair by Chris Berry - May 2012
 - ◆ Cowboy Poetry & Story Telling - July 2012
 - ◆ Mortimer's Farm Corn Fest - Aug 2012
 - ◆ Hee Haw BBQ & Trail Ride - Sept 2012
 - ◆ Mortimer's Farm Pumpkin Fest - Oct 2012
 - ◆ Craft Fair - Nov 2012

Fundraising & Events (Continued)

- ◆ Past Events
 - ◆ Authors Night - Dec 2012
 - ◆ Museum Open to Public - Dec 2012
 - ◆ Museum Grand Opening - Jan 2013
 - ◆ Centennial Monument Dedication - Feb 2013
 - ◆ Arizona Rangers & Art Exhibit - Feb 2013
 - ◆ Rummage Sale - March 2013

Mortimer Farms Pumpkin Fest



Spring Fair



Arizona Rangers & Art Exhibit



Tangible Results for Fundraising

- ◆ Fiscal Year 2012
 - ◆ Yearly Dues: \$1,250.00
 - ◆ Fundraising Events: \$4,701.98
 - ◆ Donations: \$612.16
 - ◆ Pledges: \$290.00

Tangible Results for Fundraising

- ◆ 1st Quarter of Fiscal Year 2013
 - ◆ Yearly Dues: \$720.00
 - ◆ Fundraising Events: \$938.04
 - ◆ Donations: \$639.77
 - ◆ Pledges: \$120.00

Grant Funding

- ◆ The Town of Dewey-Humboldt
- ◆ Arizona Humanities to Support our History Walk
- ◆ DHHS also has registered with Arizona Community Foundation for access to possible grants in Yavapai County

Our Commitment to Future Community Involvement & Fundraising

- ◆ Elementary School Visit to Museum
- ◆ Yard Sale at Country Club
- ◆ Mortimer Farm Booth - Beef BBQ & Ranching Event
- ◆ Walking Tour
- ◆ Cowboy Gathering & Western Heritage Festival
- ◆ Quilt Raffle

Our Commitment to Future Community Involvement & Fundraising

- ◆ Yard Sale & BBQ
- ◆ Annual BBQ and Trail Ride
- ◆ Mortimer Farm Booth - Corn Fest
- ◆ Old Time West Days in Dewey-Humboldt
- ◆ Mortimer Farm Booth - Pumpkin Fest
- ◆ Christmas at the Museum Craft Fair
- ◆ Authors Night

DEWEY-HUMBOLDT COWBOY GATHERING & WESTERN HERITAGE FESTIVAL



Painting "Treed" by George Phippen

COWBOY POETRY—WESTERN MUSIC—WESTERN & NATIVE AMERICAN STORYTELLING
ART & PHOTOGRAPHY EXHIBITS—HANDMADE CRAFT SHOW—CHUCK WAGON COOKING
WESTERN WORKSHOPS—LOCAL STUDENT POETRY & ART CONTEST—COWBOY CHURCH

JUNE 21-23, 2013

**DEWEY-HUMBOLDT HISTORICAL MUSEUM
& HUMBOLDT ELEMENTARY SCHOOL**

One Success Story for a Local Business

- ◆ Last month, the Granite Mt. Questers of Prescott visited our museum.
- ◆ Many members of this organization have lived in the area for years - yet we were amazed on how little they knew about Dewey-Humboldt or what we have to offer.
- ◆ After the visit to our Museum, the entire group (more than 20 members) stopped for lunch at Jackie Boyz Little Italy.
- ◆ Perhaps that doesn't seem like a big impact, but it is only one example of many, where visitors to our Museum have also supported our local businesses.

Local Businesses

- ◆ DHHS is also creating a positive impact for our local business community.
- ◆ Letters of Support from...
 - ◆ Scoopz Ice Cream & Coffee
 - ◆ Antiques and More
 - ◆ Jackie Boyz Little Italy
 - ◆ Mama's Kitchen
 - ◆ Mortimer Family Farms

Our Request

- ◆ The Dewey-Humboldt Historical Society once again thanks the Town for your support.
- ◆ To continue our Mission, our positive Impact in the Community and to keep the Museum thriving - we are requesting Grant Funding for 12-Months Rent covering July 2013 - June 2014.

Dewey-Humboldt Historical Society Board of Directors

- ◆ Kevin Leonard, President
- ◆ John Young, Vice-President
- ◆ Kathy Hoyer, Secretary
- ◆ Ruth Thomas, Treasurer
- ◆ Sue Palacios
- ◆ Carl Marsee
- ◆ Robert Thomas



Dewey-Humboldt Historical Society &

Museum Business Plan for

Fiscal Year 2013



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Introduction & Mission Statement

The Dewey-Humboldt Historical Society is located in the Town of Dewey-Humboldt, an area which is steeped in a rich history that started back in the 1870's when the first white settler, King Woolsey, recognized the beauty and richness of the land along the Aqua Fria. From becoming a small town in 1899, to a boom town in 1905, our settlers blazed the trail for the citizens of today and have left behind a legacy uniquely our own. Many of our commercial buildings date back over 100 years and have remained much unchanged.

It is the mission of the Society¹ to cultivate among its members and to share in the community an interest and respect for the history of Yavapai County, the Town of Dewey-Humboldt and the State of Arizona. Our intention is to collect, preserve and make available the evidence of this history. Our interest includes articles, specimens, documents and other things that are related to the customs, the modes and habits and the experiences of those who lived this history.

The Society furthers its mission via field trips (usually monthly) to points of historic interest in the surrounding area. Members and nonmembers alike are invited to join these outings to learn of our history by experiencing the historic locations and educational stories first hand.

To further our mission, the Society operates a museum for the purpose of collecting and preserving artifacts for display and thereby educating the widest possible audience about proud mining, farming and ranching history of this area. The museum is open to the public and as all our activities and is supported by donations, grants and the efforts of our wonderful volunteers.

Business Plan Timeframe and Updates

This Business Plan outlines how the Society will continue operation of a museum for the current fiscal year (1st January 2013 to 31st December 2013). The current version of this plan is updated to reflect 1st Quarter results (January - March 2013) and will be updated at the conclusion of each financial quarter; 2nd Quarter ending June, 3rd Quarter ending September and 4th Quarter ending December 2013. A new multi-year Business Plan will be implemented beginning fiscal year 2014, based on the first year operating experience.

Membership & Compensation

The Society currently has approximately 98 members (dues paid in full). Board Members are elected directly from the membership, the Board then appoints Officers to the positions of President, Vice-President, Secretary and Treasurer. All Officers and Board Members are required to read and sign a document acknowledging their understanding and commitment to follow the Conflict of Interest Policy.

It is the intent of the Society to remain a purely volunteer organization providing no financial compensation for the the current fiscal year and foreseeable future.

Operation of Museum

The Society leases property at 12925 Main Street, Humboldt, Arizona 86329 for the purpose of operating a museum. The museum first opened to the public on 27th December 2012 with a grand opening celebration on 26th January 2013. The museum remains open Thursday - Saturday, with no admission fee. For the current fiscal year, the Society will be considering charging a minor admission fee to out-of-town visitors, after an initial period of free admission to encourage and promote museum visits by the public. However, it is expected that the vast majority of financial support will continue to be obtained via Grants, Fundraising and Donations.

¹ Throughout this document, references to the Society are meant to refer to the Dewey-Humboldt Historical Society.

Operation of Museum (continued)

For the current fiscal year, there are no plans to purchase historical items for display at the museum. Rather, the organization plans to continue accepting items of a historical and educational nature from the community, consistent with the organization's mission. This will be accomplished via Donations, Provisional Gifts and Temporary Custody.

The Society has a small budget for promoting the museum via announcements for events published in the Prescott Valley Tribune, posters at key locations in the area and paid advertising in the Coffee Gram. A website has been established to promote the mission of the Society which includes the museum. Currently there are roughly 500 visits per month. When this reach achieves an average of 1,000 visits per month, the Society will pursue options for advertising on the site to support the museum. Since there is no objective indication of when this will occur, at this time a conservative approach has been used in not projecting advertising income from the website.

The museum will also operate a small gift shop for a source of income. Great focus on Monthly Pledges from the Society membership is also a key part of fundraising for the museum this year.

There is a program where visitors to the museum can take a coupon to local businesses such as Gifts & Games and Scoopz Ice Cream & Coffee, these businesses then make a donation to the museum valued at 10% of the purchases price.

Grant Funding

In the previous year, the Society requested the local Town government for Dewey-Humboldt to support a the museum. A grant to cover monthly rent to lease space for the museum was generously provided by the Town (covering July 2012 - June 2013). It is the intent of the Society to seek additional support of its mission through local, state and federal government grants. The plan for the current fiscal year assumes this continued level of funding.

With regard to the current fiscal year, the financial plan includes financial assistance from the Town of Dewey-Humboldt to off-set expenses to lease the museum property for a 12-month period covering July 2013 - June 2014.

The Society is registered with the Arizona Community Foundation for access to possible grants in Yavapai County. At this time, grants to purchase or assist with payments on property are scarce and not expected for this current fiscal year.

Fundraising Events & Activities

The Society current plans to hold the following events with projected profit as follow. As of 1st Quarter fundraising income of \$1,035.02 less expenses of \$96.98 yield a profit of \$938.04. A projected profit from Fundraising Events is expected to fall between \$4,188.04 and \$4,588.04. This is consistent with the financial plan requirements of \$4,500.00 from Fundraising Events. The table on the following page will be updated during each quarterly revision of this Business Plan.

Event & Activities	Month	Projected Profit
Showing Exhibits at Dewey-Humboldt Elementary School with Poetry Workshop	April	- 0 -
Dewey-Humboldt Elementary School Visit to Museum	April	- 0 -
Yard Sale at County Club	May	\$200
Booth at Mortimer Family Farms for Beef BBQ & Ranching Event	May	\$100 - \$200
Walking Tour Begins	May	- 0 -
Dewey-Humboldt Cowboy Gathering & Western Heritage Festival	June	\$500
Quilt Raffle	July	\$300
Yard Sale & BBQ	July	\$250
Annual BBQ & Trail Ride	Aug	\$300
Booth at Mortimer Family Farms for Corn Fest	Aug	\$200
Old Time West Days in Dewey-Humboldt	Sept	\$500 - \$700
Booth at Mortimer Family Farms	Oct	\$300 - \$400
Christmas at the Museum Craft Fair	Nov	\$400
Authors Night	Dec	\$200
Projected Profit for Events 2nd - 4th QTR		\$3,250.00
Profit from Events Held 1st QTR		\$938.04
Total Projected Project for Fiscal Year 2013		\$4,188.04 - 4,588.04

Not all events yield donations. However, all planned events are listed to identify the Society's visibility and commitment in the community.

Financial Plan Projections for Fiscal Year 2013

A review of results for the previous fiscal year (2012) versus projections for the current fiscal year 2013 yields increase in income of \$7,098.39 (60.9%) with expenses increasing by \$4,116.07 (33.8%).

Overall, income for FY² 2013 is projected to be \$18,752.50 less expenses of \$16,277.88 giving a net gain of \$2,474.62. These funds are expected to be applied to expenses in FY 2014 and / or set aside for the future purchase the property currently being leased.

For the 1st QTR, 24.7% of the projected yearly profit has been achieved and 29.3% of the yearly expenses. Both income and expenses are in line with expectations.

The results for the Arizona Humanities Grant (History Walk) in the amount of \$5,000.00 has been treated separately from this analysis, since it is a one-time event with funding earmarked for a specific project.

Society Income			
Category	FY 2012	1st QTR FY 2013	Projection FY 2013
Yearly Dues	\$1,250.00	\$720.00	\$1,250.00
Grant from Town of Dewey-Humboldt	\$3,600.00	\$1,800.00	\$7,200.00
Fundraising Events	\$5,514.45	\$1,035.02	\$5,000.00
Donations	\$612.16	\$639.77	\$2,000.00
Museum Gift Sales	\$354.00	\$166.50	\$600.00
Bank Interest	\$2.50	\$0.52	\$2.50
Other Sources	\$31.00	\$147.96	\$200.00
Pledges	\$290.00	\$120.00	\$2,500.00
Total Income	\$11,654.11	\$4,629.77	\$18,752.50

² FY: Defined as Fiscal Year throughout the rest of the document.

Society Expenses			
Category	FY 2012	1st QTR FY 2013	Projection FY 2013
Rent	\$5,400.00	\$1,800.00	\$7,200.00
Utilities (Gas, Electric)	\$2,264.62	\$515.05	\$1,600.00
Fundraising Events	\$812.47	\$96.98	\$750.00
Museum Set-Up & Operation	\$1,478.48	\$1,894.81	\$3,000.00
Advertising (Excluding Fundraising)	\$91.39	\$28.69	\$100.00
Purchase for Museum Gift Shop	\$326.00	- 0 -	\$500.00
Administrative	\$449.52	\$93.75	\$800.00
Insurance	\$1,003.00	- 0 -	\$1,400.00
Security	\$261.58	\$131.97	\$527.88
Misc.	\$74.75	\$215.87	\$400.00
Total Expenses	\$12,161.81	\$4,777.12	\$16,277.88

Income Less Expenses		
FY 2012 Results	1st QTR FY 2013	Projected FY 2013
-\$507.70	-\$147.35	\$2,474.62

Other Grant Funding	FY 2012 Expenditure	FY 2013 Year to Date Expenditure	Grant Funding Remaining
Arizona Humanities Grant for \$5,000.00 History Walk	\$60.06	\$153.92	\$4,786.02

Business Risks

The current lease of the property runs through June 2013. It is expected that the lease will be extended under the current terms. Continuing the lease of the property from Gateway Baptist Church remains a business risk for the continued operation of the museum.

Gateway Baptist Church continues to have the right to sell or transfer ownership of the property which the Society leases. Should the property transfer to a new owner, the new owner may not wish to continue to honor the current or similar terms to the lease. The transfer of the property to a new owner remains a business risk for the continued operation of the museum.

The Society relies on donations, fundraising and grant funding in order to operate the museum. Should a significant source of funding such as support from the Town of Dewey-Humboldt not be realized as expected, continued operation of the museum may be put at risk.

Forward Looking Statement by Board of Directors

The Society currently has financial reserves of approximately \$ 6,000 to off-set unanticipated adjustments in income / expenses in operating the museum. With the planned income and expenses for the current fiscal year, the museum continues to be a viable non-profit enterprise in achieving the mission of the Society and serving the community of Dewey-Humboldt, Yavapai County and the State of Arizona.

Kevin Leonard, President

John Young, Vice-President

Kathy Hoyer, Secretary

Ruth Thomas, Treasurer

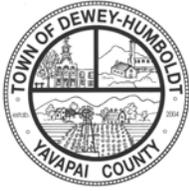
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Carl Marsee

Robert Thomas

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TOWN OF DEWEY-HUMBOLDT
P.O. BOX 69
HUMBOLDT, AZ 86329
Phone 928-632-8562 ▪ Fax 928-632-7365

TOWN COUNCIL STUDY SESSION MEETING
April 9, 2013 – 2:00 p.m. Town Council Meeting Chambers

Agenda Item # 3.3 Old Black Canyon Highway Update. Discussion and direction.

To: Mayor and Town Council Members
From: Yvonne Kimball, Town Manager

Recommendation: “Wait and see” for two years; see memo below

Date submitted: April 3, 2013

Summary:

Old Black Canyon Hwy issue has been revisited a few times since 2012. The last discussion was in February 2013. The Council directed this item to be brought back to a study session once staff obtained a quote to survey the roadway portion from Prescott St. to McCabe St. -- the portion of OBC Hwy. that is owned by the Town as a public roadway.

It appears that the roadway’s ownership is a complicated issue. The current Town Attorney reviewed prior research and provided a detailed memorandum in August 2012 to outline the current situation and what to do next. Among other things, the attorney suggested a title report and legal descriptions for properties encroaching (encompassing) OBC Hwy.’s existing roadway to start the process of obtaining complete roadway ownership. We came to realize that the process is costly to accomplish.

It is my understanding that the Town's effort to assure the sole ownership of the entire roadway began in 2009. I also understand that during that time there was a serious discussion regarding a proposed commercial/residential development on the farm property along OBC Hwy. which could have very well stimulated the Town’s attempt to obtain the ownership of the roadway. The following were achieved:

1. A 2009 survey and legal description of the existing roadway as a whole.
2. In 2010, attempts to acquire privately owned roadways through a “quit claim deed” process. Three private owners agreed to do so with \$5 compensation; it was my understanding that the majority of the properties contacted either did not respond or refused to participate.

However, the ownership problem was not resolved nor did the development happen. The farming use has been kept and it is now operated under “Mortimer’s Farm”. In 2012, OBC Hwy. issue was brought up hoping to solve the historical problem for maintenance reasons. Under the Attorney’s advice, a title report was ordered based on the 2009 road survey and legal description. Five different ownerships were identified by the title work despite the original estimate of over 30 different ownerships along the roadway.

Attachment: SWI surveyor’s response to Feb. council work-session direction of surveying OBC hwy south of McCabe St.

The attorney also suggested that in order to clear the title once and for all, following the title work, a detailed land survey needs to be done to come up with legal descriptions for each property that encroaches/encompasses the roadway. With accurate legal descriptions, the Town would be able to determine exactly who owns what; then the Town would be able to proceed with clearing proper title and acquisition of the complete roadway. Upon carefully examining the scope of work, a qualified engineering firm offered a quote of approximately \$67,000 to conduct the survey and prepare the legal descriptions.

From a daily operation perspective, in the past year I have done some work for the Town, we occasionally receive complaints about Old Black Canyon Hwy.'s road condition. Continuing the past practice, the Town repairs the road if it is a safety concern. Before repair work, we also send a letter to the "perceived" private owner to notify the condition and potential repair. OBC Hwy. is not considered in the Town's road maintenance program. The condition may be manageable now; but in a few years, the road will need significant maintenance and/or paving.

In order to maintain the roadway regularly, the Town needs to assure its ownership. I certainly agree with the Town Attorney that the ultimate solution to clear title begins with obtaining accurate legal descriptions of different properties encompassing the roadway. Further, I believe that although financially hindering the legal descriptions suggested by the town attorney needs to be prepared eventually.

I then paused to ask why, when and how to start the process of clearing title and acquiring the roadway. I concluded the following (the Town's attorney may not agree with me):

I see no pressing need to clarify the historical ownership issue now. I suggest we leave it alone for now and continue doing what we have been doing for at least a couple of years. The next two years (through June 2015) may present many possibilities. If there is any serious development being planned along Old Black Canyon Hwy., the Town would likely have to resolve the roadway issue through a mutually agreeable solution which may be a cost sharing between the Town and developers. The additional time would allow new council members a chance to visit this issue and form their opinions on urgency level and maybe solutions. During the "wait and see" period, I also recommend that the Town communicate with the property owners along the existing roadway to reach an agreement of how to maintain the roadway (the Council can appoint a council committee to tackle this issue). As time goes by, the roadway's continued deterioration may encourage private property owners to support and even participate in the Town's effort to maintain the roadway.

It is my hope that by the end of 2015 an agreement or solution can be worked out for Old Black Canyon Hwy. If not, the Town always has the option of paying for a detailed survey to begin OBC Hwy. roadway acquisition at any time.

From: Pat Naville [<mailto:pnaville@swiaz.com>]
Sent: Monday, February 25, 2013 12:52 PM
To: Yvonne Kimball
Cc: James Crowley
Subject: Old Black Canyon Hwy (SWI #12318)

Yvonne:

I'm not sure where to plan on marking the southern end of the road, as was discussed at the Council work session since there are bits and pieces of the road that belong to the Town however, what I'd recommend is marking the limit at the point where there is still about 50 feet of right of way. That would be near McCabe Street.

We'd be looking at somewhere in the range of \$500 to take some measurements and set some lath at this point. If you wanted to have someone from the Town to be there, they could set a metal fencepost so that you'd have something a bit more permanent that would last until you could get a sign made and erected. The town would have to supply the post and labor.

Please let me know your thoughts on this.

Thank you,

Pat

From: Pat Naville [<mailto:pnaville@swiaz.com>]
Sent: Wednesday, February 13, 2013 9:15 AM
To: psmile@cgsuslaw.com
Cc: Richard Aldridge; James Crowley; Yvonne Kimball
Subject: Dewey-Humboldt/Old Black Canyon Highway Project (SWI#12318)

Phyliss:

It was a pleasure to meet you and Susan yesterday (Susan, I would have copied you on this e-mail, but I didn't have your e-mail address).

I've attached a pdf of the Exhibit Map that we used in yesterday's meeting in case you want to make additional color copies. It will be interesting to hear what the title company comes up with.

From the meeting yesterday, it sounds like the Town is leaning towards posting a sign at the southern limits of the road identifying where it goes from Town property to private land. In looking at the maps and deed descriptions, this will only encompass approximately 660 feet of the roadway. If you look at our Exhibit Map, you'll see where this southerly limit is at E. McCabe Street on the west side of the road.

The one thing I would bring to your attention is, even though there is an approximate 50-foot roadway for the length of this southerly 660 feet, there is *still* land that belongs to the Town in various places as you continue to the north. Immediately north of E. McCabe Street for example, you'll see a sliver of land in between the colored encroachment parcels on our Exhibit Map. This sliver is approximately 22 feet wide for a distance of 655 feet +/-, then opens up to 50-feet wide +/- for about 540 feet, then chokes back down to a thin sliver on the west side of private land. These slivers are Town land (based on the information provided in the title report we received).

While erecting a sign on the south end might sound good, it doesn't preclude the fact that people would still be driving on sections of road that belong to the Town, albeit in various widths along the corridor. I mention this in the event there is still a liability issue on the part of the Town you/they might want to consider.

Please let me know if you need anything else or have any questions.

By the way, **ARS 33-104** is the statute that covers a surveyor entering on lands to conduct field work. All of my field surveyors keep a copy of this with them in their trucks. As I mentioned at the meeting yesterday, I've only had to fall back on this maybe three times in almost 35 years of doing field work.

Thanks!

Pat

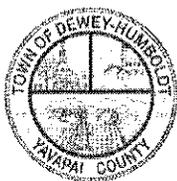
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Patrick Naville, RLS
Survey Department Manager



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COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: 4/9/13

Date of Request: 4/2/13

Requesting: Action Discussion or Report Only

Type of Action: Routine/Consent Agenda Regular

Agenda Item Text (a brief description for placement on the agenda; please be exact as this will be the wording used for the agenda):

To go back down to tables for study sessions.

Purpose and Background Information (Detail of requested action).

None

Staff Recommendation(s):

Budgeted Amount: None

List All Attachments: None

Type of Presentation: oral

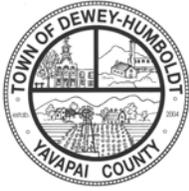
Special Equipment needed: Laptop Remote Microphone

Overhead Projector Other: _____

Contact Person: Mayor Terry Nolan

Note: Per Town Code §30.105(D): Any new item will be placed under "New Business" for the council to determine its disposition. It can be acted upon at that meeting, sent to staff for more work, sent to the appropriate board or commission, set for a work session or tabled for a future date, etc.

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TOWN COUNCIL STUDY SESSION MEETING
April 9, 2013– 2:00 p.m. Town Council Meeting Chambers

Agenda Item # 3.5 Public Safety Service option further discussion following Chief Muma's February presentation and a presentation by Bill Sutton.

To: Mayor and Town Council Members
From: Yvonne Kimball, Town Manager

Recommendation: Direct Staff to further look into a hybrid system and/or a local police force for future considerations

Date submitted: April 4, 2013

Summary:

At the February 19th meeting, the Council heard a presentation by Jerome Police Chief Alen Muma. Chief Muma presented some innovative ways of running a small local police department. The operation of Jerome's Police Department was an example. Chief Muma also touched upon the comparison of operating a local police force and contracting with the County Sheriff's Department to provide public safety services. The presentation was informative and intriguing.

Three options are concluded available for a municipality's public safety service provision:

- Contract with County Sheriff's Department which has been the Town's practice since incorporation;
- Form a hybrid system containing a Marshall who is a Town/City employee and a number of Sheriff's deputies;
- Form an independent local police force (such as, the Town of D-H Police Department).

The Council directed a follow-up discussion at a study session. I anticipate the Council will discuss further these options and give Staff direction whether to look into the options of a hybrid system or an independent police force for the future.

Town Magistrate Cathy Kelley recommended I get in touch with Mr. Bill Sutton who is a retired judge after over 20 years on the judicial bench. According to his website, Mr. Sutton received a number of honors and awards while in office, highlighted by being named the "Outstanding Non-Attorney Judge in the United States" in 2002. Mr. Sutton is currently a consultant for alternative jail system and public safety service provision issues across the State. Mr. Sutton recently conducted an analysis to compare the options of contracting public services and forming a local force for the Town of Tusayan, located in Coconino County. Judge Kelley and I believe that Mr. Sutton can provide some insight on the subject of Public Safety Service options. Mr. Sutton has graciously agreed to attend the April 9th Study Session.