

SPECIAL STUDY SESSION MEETING NOTICE
TOWN COUNCIL OF DEWEY-HUMBOLDT
Tuesday, May 14, 2013, 8:00 A.M.

COUNCIL SPECIAL 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.

3. FY 2013-14 Budget Deliberation. (8:00 a.m. – 12:00 p.m.) Legal Action can be taken.

3.1. Public Works Presentation on Multi-Year Road Maintenance Plan. A presentation by Ed Hanks, Public Works Supervisor.

3.2. Highlights and Review of FY 2013-14 Tentative Budget. Council Deliberation and possible action to modify Tentative Budget content.

BREAK FOR LUNCH - 12:00 – 1:00 p.m.

4. Special Study Session. (1:00 p.m. – 5:00 p.m.) Legal Action can be taken.

4.1. Water and Soil Testing Information/Grant possibilities for citizens. [CAARF Requested by CM Rogers] Discussion with possible direction to Staff.

4.2. OpenBooks IGA with the AZ Department of Administration in order to be in compliance with the state “financial transparency” requirement. Discussion with possible action of accepting the IGA or rejecting the IGA and next steps of such action.

4.3. Review of current Code of Conduct and policy, process and procedures related to same. [CAARF requested by CM Alen]

4.4. Discussion of Interview Process.

4.5. 3:00-3:30 p.m. Interview of Robert Ellis for vacant Council seat.

4.6. 3:30-4:00 p.m. Interview of Jimmie Stanfield for vacant Council seat.

4.7. 4:00-4:30 p.m. Interview of Sonya Williams-Rowe for vacant Council seat.

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4.8. Possible Council Vacancy Appointment replacing David Hiles' seat vacated through resignation. Discussion and possible action.

4.9. Modification of Town Code 30.031(E5) through Council action and resolution or ordinance. [CAARF requested by VM Repan]

4.10. Modification of Town Code 30.031(C) through Council action and resolution or ordinance. [CAARF requested by VM Repan]

5. 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.

6. Adjourn.

For Your Information:

Next Town Council Meeting: Tuesday, May 21, 2013, at 6:30 p.m.

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

Next Town Council Work Session: Tuesday, June 11, 2013, at 2:00 p.m.

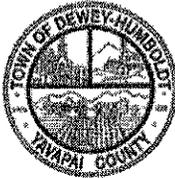
If you would like to receive Town Council agendas via email, please sign up at AgendaList@dhaz.gov and type Subscribe in the subject line, or call 928-632-7362 and speak with Judy Morgan, Town Clerk.

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.



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

Rec'd 4/11/13
 3:00pm gm

COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: next

Date of Request: 4/10/13

Type of Action: Routine/Consent Regular

Requesting: Action Report Only

Agenda Item Text (a brief description for placement on the agenda; please be exact):

Water and Soil Testing Information /
Grant possibility for citizens.

Purpose and Background Information (Detail of requested action). The Ag extension

service routinely offers water testing but
only for bacteria. I want someone from the Ag
extension or ADEQ ^{or EPA or grass roots} to talk to us about
testing for heavy metals - in our water and

Staff Recommendation(s): soil. I'd also like to hear
recommendations on purifying our water
(filters or?) and protecting ourselves from
heavy metals in the soil. AND I'd like to discuss
obtaining funding to give grants to citizens to help

Budgeted Amount: t.b.d.
 List All Attachments: _____
 Type of Presentation: _____
 Special Equipment needed: Laptop Remote Microphone
 Overhead Projector Other: _____

Contact Person: Louise Rogers

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

TOWN COUNCIL SPECIAL STUDY SESSION MEETING
May 14, 2013- 8 a.m. Town Council Meeting Chambers

Agenda Item # 4.2 "OpenBooks Web Posting" IGA with Arizona Department of Administration (ADOA).

To: Mayor and Town Council Members

From: Deni Thompson, Town Accountant

Date submitted: May 9, 2013

Recommendation: Accept the IGA and authorize the Mayor to execute 3 copies of the IGA.

Summary:

This item was initially discussed with the Council at April 16th regular meeting.

Pursuant to A.R.S. 41-725, the Town is to establish and maintain an official internet website accessible to the public at no cost that contains a comprehensive reporting of all revenues and expenditures over \$5000 of local monies starting January 2013. The Arizona Department of Administration has created OpenBooks.az.gov (Arizona's official financial transparency website) to host local government data beginning April 2013. (Because of the commonly accepted quarterly reporting schedule, April 2013 has been agreed upon to start the implementation).

In order to comply with the State's financial transparency requirement (the legislative change occurred prior to 2012), there are three options. First, municipalities can opt to design their own searchable web portals to post reports on their individual websites; for instance, City of Glendale (population 226,721) has chosen to do so and its system is comprehensive and impressive - <http://www.glendaleaz.com/FollowYourMoney/index.cfm>. Another short-term option for municipalities is to post the Comprehensive Annual Financial Report (CAFR) on their websites; we were told by the League that this option may become invalid in the coming years; D-H does not and is not required to produce a CAFR while many mid-sized cities do. The last option is to participate in the "OpenBooks" statewide web portal.

Staff believe that joining "Openbooks" is the most efficient and affordable option for the Town of D-H. Both individual web system design and the CAFR would be much more costly. Choosing not to comply with the state "transparency" requirement, however, would result in the State holding the Town's state shared/controlled revenues which make up the majority of the town's income.

The League of Cities and Towns has been working with all municipalities for the State "transparency" reporting requirement and encouraging municipalities to join the "OpenBooks" portal. Many mid-sized or small municipalities that are above 2000 population chose to participate. Recent information shows that 24 cities have decided to participate and are in the process of posting and as of today, 10 cities and towns have posted on the portal.

Attachment: OpenBooks IGA, ARS 41-725

There is cost to participate in Openbooks. As stated in the Inter-Government Agreement, an initial set-up fee of two-thousand dollars (\$2,000) and a 2013 annual fee of three-thousand dollars (\$3,000) are expected. The fees have been determined on the cost recovery basis. In future years, depending on a number of factors including the number of participants, the annual fee is likely to decrease. The Town will be billed for a total of five thousand dollars (\$5,000) upon receipt of the signed agreement. The Town will be expected to pay the entire amount by July 31, 2013. These arrangements allow the Town to budget and pay fees in its new fiscal year of 2013-2014 and accommodate the unexpected expense.

In terms of operation of the posting, upon Council's acceptance of the IGA, the Town's financial software provider, Caselle, will provide the Town a General Ledger Report that contains the required data in the acceptable format to be uploaded to the State of Arizona's OpenBooks.az.gov website on a quarterly basis beginning with the close of the 1st quarter of 2013 (April 1, 2013). Reports will be closely reviewed by staff before submitting to OpenBooks.az.gov to insure that private information is protected. Caselle charges an additional fifteen dollars (\$15.00) per month to cover support costs (the current support fee is \$164/month; the OpenBooks function increases the fee to a total of \$179/month). The Accountant and the Town Manager will be the authorized official and administrators. The contacts can be modified when necessary.

Staff recommends Council's acceptance of the "OpenBooks" IGA.

ARIZONA OPENBOOKS INTERAGENCY SERVICE AGREEMENT

Janice K. Brewer
Governor



Brian C. McNeil
Director

**ARIZONA DEPARTMENT OF ADMINISTRATION
GENERAL ACCOUNTING OFFICE
100 NORTH FIFTEENTH AVENUE • SUITE 302
PHOENIX, ARIZONA 85007**

ADOA-GAO OPENBOOKS INTERAGENCY SERVICE AGREEMENT Number

In accordance with Arizona Revised Statutes, Sections (A.R.S. §§) 41-703 and 41-711, this Agreement is entered into by and between **the Town of Dewey-Humboldt**, a **Local Governmental** body (hereinafter referred to as "**LOCAL GOVERNMENT**"), and the **Arizona Department of Administration, General Accounting Office** (hereinafter referred to as "**ADOA-GAO**"), governing the hosting and publication of **LOCAL GOVERNMENT** data on **ADOA-GAO's** website established under A.R.S. § 41-725 and called OpenBooks.az.gov, Arizona's official financial transparency web site hereinafter "**OPENBOOKS**"), and shall be effective as indicated in Section 1 - Term of Agreement.

1. Term of Agreement

This Agreement shall be effective upon **the date the last party signs this Agreement through December 31, 2017**. This Agreement may be terminated in accordance with Section 4.

2. Scope of Services

The **LOCAL GOVERNMENT** is requesting that **ADOA-GAO** provide **LOCAL GOVERNMENT** data hosting, publication and support services (**SERVICES**) in connection with the **LOCAL GOVERNMENT** having its financial data published on **OPENBOOKS** managed by **ADOA-GAO**.

To effectively provide these **SERVICES** both **ADOA-GAO** and the **LOCAL GOVERNMENT** agree to perform their respective responsibilities set forth in **SCHEDULE A** attached to this agreement.

3. Fees

LOCAL GOVERNMENT shall pay **ADOA-GAO** an **INITIAL SETUP FEE** of two thousand dollars (\$2,000) in advance of the first calendar year of **SERVICES** and an **ANNUAL FEE FOR OPERATING COSTS** for each calendar year **SERVICES** are to be provided. The **ANNUAL FEE FOR OPERATING COSTS** for the calendar year ending

GAOISA Number

December 31, 2013, is three thousand dollars (\$3,000), payable in advance. Each subsequent year's **ANNUAL FEE FOR OPERATING COSTS**, also payable in advance, shall be in the amount communicated by **ADOA-GAO** to the **LOCAL GOVERNMENT** by way of an Amendment not later than ninety (90) days before the beginning of the year to which it applies.

4. Termination

Either party may terminate this Agreement upon sixty (60) calendar days written notice to the other party. If the termination is initiated by **ADOA-GAO**, **ADOA-GAO** shall refund to the **LOCAL GOVERNMENT** any unamortized **ANNUAL FEE FOR OPERATING COSTS** at the time the termination becomes effective. If the termination is initiated by the **LOCAL GOVERNMENT**, no refund shall be forthcoming.

If a termination is initiated by the **LOCAL GOVERNMENT** and, with the prior consent of the **LOCAL GOVERNMENT**, the **ADOA-GAO** has acquired capital equipment or resources necessary to fulfill the **ADOA-GAO's** responsibilities to the **LOCAL GOVERNMENT** as set forth in the Scope of Services, the **LOCAL GOVERNMENT** shall be responsible to reimburse the **ADOA-GAO** for any unamortized or unrecovered costs on or before the date the contract is terminated.

This agreement may be terminated by either party in accordance with A.R.S. § 38-511.

5. Force Majeure

- (a) Either party shall be excused for delay or failure to perform its obligations under this Agreement, in whole or in part, when and to the extent that such delay or failure is a result of causes beyond the control and without the fault or negligence of the party unable to perform. Such causes include, without limitation, acts of God, acts of the public enemy, acts of the United States government, fires, floods, epidemics, quarantine restrictions, or embargoes.
- (b) The party whose performance is so affected shall promptly notify the other party of all pertinent facts and take all reasonable steps, promptly and diligently, to prevent such causes if it is feasible to do so, or to minimize or eliminate the effect thereof.
- (c) It is understood and agreed that settlement of strikes or other labor disputes shall be at the sole discretion of the party encountering the strike or other dispute and that the inability of **ADOA-GAO** or its Subcontractors to meet the requirements of this Agreement as a result of labor strikes or disputes shall not be deemed to be a Force Majeure.

6. Indemnification

Each party (as "Indemnitor") agrees to indemnify, defend, and hold harmless the other party (as "Indemnitee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (hereinafter collectively referred to

GAOISA Number

as "**CLAIMS**") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such **CLAIMS**, which result in vicarious/derivative liability to the Indemnitee are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers.

7. Confidentiality

- (a) A.R.S. § 41-725, which is incorporated by reference, defines certain information as confidential and not to be released to the public by way of publication on **OPENBOOKS**. By virtue of this Agreement, **ADOA-GAO** and **LOCAL GOVERNMENT**, their employees, and agents may have access to certain confidential and/or proprietary information of the other party, as defined below. **ADOA-GAO** and **LOCAL GOVERNMENT** agree to use Confidential Information received from the other Party only as expressly permitted in the Agreement and in furtherance of the purposes expressed in the Agreement. Neither **ADOA-GAO** nor **LOCAL GOVERNMENT** will disclose to any third party the other party's Confidential Information, in whole or in part, except as otherwise herein provided.
- (b) **LOCAL GOVERNMENT** may provide, intentionally or otherwise, confidential data as described in A.R.S. § 41-725, the Health Insurance Portability and Accountability Act or other relevant federal or state laws or local ordinances, ostensibly for posting on **OPENBOOKS**. **ADOA-GAO** is not responsible for reviewing **LOCAL GOVERNMENT** data for confidentiality purposes and is held harmless by **LOCAL GOVERNMENT** for any damages arising from **ADOA-GAO**'s posting such confidential information on **OPENBOOKS**.

8. Limitation of Liability

ADOA-GAO shall under no circumstances be liable for:

- (a) Posting or displaying on **OPENBOOKS** confidential, sensitive, incorrect, inaccurate, misleading, libelous, pejorative information provided by **LOCAL GOVERNMENT**.
- (b) Providing access in response to the **LOCAL GOVERNMENT**'s direction to any Entity Administrator or Entity User.
- (c) Failure to revoke access to any Entity Administrator or Entity User at the request of the **LOCAL GOVERNMENT** provided that the revocation is effected within three (3) business days.

9. Miscellaneous

It is mutually agreed by the parties that:

- (a) In the event of a dispute, the parties agree to use arbitration to the extent

GAOISA Number

required by A.R.S. § 12-1518. The laws of the State of Arizona shall govern any interpretation of this Agreement and venue shall be in Maricopa County, Arizona.

- (b) This Agreement shall be governed and interpreted by the laws of the State of Arizona. Purchases made in furtherance of this Agreement are subject to the Arizona Procurement Code (A.R.S. § 41-2501, et seq.) and the administrative rules promulgated thereunder (AAC R2-7-101, et seq.).
- (c) Any amendments to this Agreement must be in writing and signed by both parties.
- (a) All requests for additional services shall be in writing and signed by both parties and subject to current established **ADOA-GAO** billing rates.
- (b) Additional capital equipment or other resources to be acquired by the **ADOA-GAO** to fulfill its responsibilities to the **LOCAL GOVERNMENT** as set forth in the Scope of Services and for which the **LOCAL GOVERNMENT** may be required to reimburse the **ADOA-GAO** shall be agreed to in writing by the **LOCAL GOVERNMENT**.
- (c) **ADOA-GAO** reserves the right, at its sole reasonable discretion, to deny access as Entity Administrator or Entity User.
- (d) This agreement is subject to the provisions of A.R.S. § 38-511.
- (e) The parties to this agreement certify compliance with the requirements in A.R.S. §§ 35-391.06 and 35-393.06.
- (f) All notices pertaining to this Agreement shall be addressed or faxed to the parties respectively as follows:

ADOA-GAO:	
Arizona Department of Administration General Accounting Office (GAO) 100 N. 15th Avenue, Suite 302 Phoenix, AZ 85007	ATTN: Jennifer Verhelst Systems Support & Projects Manager Phone Number: 602-542-5106 Email: jennifer.verhelst@azdoa.gov
LOCAL GOVERNMENT:	
Town of Dewey-Humboldt 2735 South Highway 69 P.O. Box 69, Humboldt, AZ 86329	ATTN: Deni Thompson Accountant Phone Number: 928-632-7362 Email: denithompson@dhaz.gov
Print ISA	

THIS AGREEMENT IS THE COMPLETE AND EXCLUSIVE STATEMENT OF THE UNDERSTANDING BETWEEN THE PARTIES, AND IT SUPERSEDES ALL PROPOSALS, ORAL OR WRITTEN, AND ALL OTHER DOCUMENTS OR COMMUNICATIONS BETWEEN THE PARTIES RELATIVE TO THE SUBJECT MATTER HEREIN COVERED, UNLESS SUCH DOCUMENTS OR COMMUNICATIONS ARE SPECIFICALLY INCLUDED BY REFERENCE.

IN WITNESS WHEREOF, the parties have executed this Agreement:

LOCAL GOVERNMENT:

Town of Dewey-Humboldt

By: _____
Terry Nolan, Mayor

Date: _____

ADOA:

Arizona Department of Administration

By: _____
Brian C. McNeil, Director

Date: _____

SERVICE AGREEMENT GAOISA Number

Between the Arizona Department of Administration General Accounting Office
And LOCAL GOVERNMENT

SCHEDULE A

Roles and Responsibilities

The respective roles of ADOA-GAO and a LOCAL GOVERNMENT related to that service are outlined in the section below.

ADOA-GAO Responsibilities:

- Provide consultation with the LOCAL GOVERNMENT project team member concerning the requirements of the A.R.S. § 42-725, confidentiality issues, file layout and overall process.
- Provide main point of contact for all communications related to the project.
- Prepare and provide LOCAL GOVERNMENT timely written notice of any ISA ADDENDUM.
- Confirm and communicate schedules.
- Notify the appropriate contacts of issues that require resolution.
- Coordinate the change process.
- Oversee content and maintenance of the OpenBooks.az.gov website (PROD).
- Provide an LOCAL GOVERNMENT User Guide on the use of the Administrative Tool and the Secure Account Service (SAS) Login Utility.
- Define LOCAL GOVERNMENT's system roles (Entity Administrator and Entity User).
- Authorize and maintain LOCAL GOVERNMENT's access to the system via SAS.
- Evaluate and grant or deny LOCAL GOVERNMENT requests for access to or roles in OPENBOOKS; activate and deactivate accounts.
- Provide and maintain technological infrastructure.
- Host and maintain Transparency Application Databases containing the State of Arizona and LOCAL GOVERNMENT data.
- Provide diagnosis of and initialize efforts to correct issues/problems with OPENBOOKS software application, Transparency Application Database, OpenBooks.az.gov website and technology infrastructure within three (3) business days of the discovery of such problems.
- Maintain two Transparency Application databases (PROD and TEST).
- Delete LOCAL GOVERNMENT incorrect postings within three (3) business days of receiving notification by email from LOCAL GOVERNMENT.
- Comply with all laws, statutes, ordinances, rules and regulations applicable to any Arizona State government body or authority;
- Diligently complete SERVICES.

ADOA-GAO Does NOT Have the Responsibility to:

- Defend LOCAL GOVERNMENT's compliance with A.R.S. § 41-725 subsections (C) through (E).
- Respond to the LOCAL GOVERNMENT's constituency about the LOCAL GOVERNMENT's data or the use of OPENBOOKS.

SCHEDULE A (Continued on Next Page)

SERVICE AGREEMENT GAOISA Number

SCHEDULE A (Continued from Preceding Page)

LOCAL GOVERNMENT Responsibilities:

- Provide ADOA-GAO with required information for posting to OPENBOOKS in accordance with A.R.S. § 41-725 subsections (C) through (E).
- Accept and properly execute the ISA and any annual ADDENDUM or Amendment prepared by ADOA-GAO in a timely manner, but no more than ninety (90) days.
- The LOCAL GOVERNMENT chief executive officer shall designate, using the processes and forms prescribed by ADOA-GAO, one or more Entity Administrators.
- The Entity Administrator shall designate, using the processes and from prescribed by the ADOA-GAO, one or more Entity Users.
- The LOCAL GOVERNMENT Entity Administrator(s) and User(s) shall be authorized to interface and liaise with ADOA-GAO personnel.
- Obtain administrative login access via SAS.
- Request and maintain authorized user roles for Entity Administrator and Entity User.
- Notify ADOA-GAO of any Administrator or User changes within 48 hours of such changes.
- Adhere to the data specification (file layout).
- Adhere to the guidance in the LOCAL GOVERNMENT User Guide.
- Adhere to State of Arizona Security requirements.
- Review data to assure compliance with confidentiality requirements, including those in A.R.S. § 41-725.
- Make payments in accordance the ISA and any Amendments.
- Upload the LOCAL GOVERNMENT data into the system as directed.
- Update and administer content data.
- Take reasonable measures to maintain the timeliness and accuracy of the LOCAL GOVERNMENT data presented on OpenBooks.az.gov.
- Notify ADOA-GAO of any required file deletions as soon as practicable.
- Cooperate with ADOA-GAO in the identification, diagnosis and resolution of issues/problems with the OPENBOOKS software application, Transparency Application Database, OpenBooks.az.gov website, and technology infrastructure.

SCHEDULE A (Remainder of Page Intentionally Left Blank)

ATTORNEY'S DETERMINATION FOR THE TOWN OF DEWEY-HUMBOLDT

I have reviewed the above referenced Intergovernmental Agreement between the State of Arizona, acting by and through its DEPARTMENT OF ADMINISTRATION, GENERAL ACCOUNTING OFFICE, and the TOWN OF DEWEY-HUMBOLDT, an Agreement among public agencies which, has been reviewed pursuant to Arizona Revised Statutes § §11-951 through 11-954 and declare this Agreement to be in proper form and within the powers and authority granted to the Town under the laws of the State of Arizona.

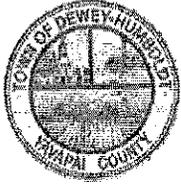
No opinion is expressed as to the authority of the State to enter into this Agreement.

DATED this ____ day of _____, 2013.

Curtis, Goodwin, Sullivan, Udall & Schwab. P.L.C.
Town Attorney
By:

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Rec'd 4/3/13



TOWN OF DEWEY-HUMBOLDT

P.O. Box 69
Humboldt, AZ 86329
Phone: 928-632-8562 • FAX: 928-632-7365

Town Council, Commission and Committee Vacancy Application Form

Please complete this application form and thank you for your interest in serving.

Personal information:

Name: ROBERT ELLIS email: [REDACTED]

Mailing & Physical Address: POB [REDACTED] SHAWNEE LN

Phone Number: 928 [REDACTED] Occupation: N/A
(please indicate home and work numbers)

How long have you lived in Dewey-Humboldt? SINCE 1989 years. Are you over the age of 18? Yes No

Are any of your relatives, employed by the Town? Who/Where: NO

Emergency Contact: JUNETTE ELLIS [REDACTED] SPOUSE
Name Phone Relationship

Are you presently employed? (Check as many as apply)
 Employed full-time Employed part-time Unemployed Retired STAFF of AZ D.O.B.
Employment experience relevant to the position applied for: LAW ENFORCEMENT STAFF

Position applied for: Briefly describe your interest in volunteering for the Town's Council, Commissions and/or Committees. Describe your experience, education and /or other qualities that you feel would be of value to the Town. You may apply for more than one position. If doing so, please list in order of preference. If needed, you may attach a separate sheet of paper.

I SUPPORT MAINTAINING THE SMALL TOWN, RURAL CHARACTER OF DEWEY-HUMBOLDT
M.ED. IN EDUCATION (MEDIA & MATH)
B.S. IN EDUCATION (TECHNICAL & JOURNALISM)
WORK EXPERIENCE INCLUDES EDUCATION (K-COLLEGE) AND LAW ENFORCEMENT

3 APRIL 2013
DATE

[REDACTED]
SIGNATURE

If you have any questions about this application, please contact the Town Clerk at (928) 632-8562. Please mail the completed application to the Town of Dewey-Humboldt, Town Clerk, P.O. Box 69, Humboldt, AZ, 86329, fax to 928-632-7365, or email to judymorgan@dhaz.gov.

Town of Dewey-Humboldt
Council, Commissions and Committees

(Please number in order of preference, 1st choice, 2nd choice, etc., if applying for more than one position)

COUNCIL serves as the legislative body and primary authority of the Town.

✓ **Town Council**

COMMISSIONS - appointed by the Town Council and subject to open meetings law.

2 **Planning and Zoning Advisory Commission** – Seven member commission that hears requests for re-zonings, Planned Area Developments; makes recommendations to the Town Council.

COMMITTEES – entirely voluntary and meet at their discretion based on interest and need.

_____ **Environmental Issues Advisory Committee** – Provides for the identification, assessment and monitoring of environmental/public health issues of concern to the Town.

_____ **Groundwater Resource Advisory Committee** – Provides for the collection of data, information and studies that will assist the Town in being a positive influence in the preservation of its citizens rights to access groundwater and other appropriate water resources.

_____ **Clean Town Committee** – Provides volunteer services to the Town and its citizens in developing programs that address issues of accumulated trash, code enforcement and related concerns.

3 _____ **Open Space & Trails Committee** – Provides volunteer services to the Town for the collection of data, information and studies that will further the implementation of the goals and objectives of the Open Space & Trails Master Plan.

_____ **Other Committees as needed.**

For additional information regarding any of the above volunteer groups, please contact Judy Morgan, Town Clerk at 928-632-7362.

rec'd 4/10/13 gm



TOWN OF DEWEY-HUMBOLDT

P.O. Box 69

Humboldt, AZ 86329

Phone: 928-632-8562 • FAX: 928-632-7365

Town Council, Commission and Committee Vacancy Application Form

Please complete this application form and thank you for your interest in serving.

Personal information:

Name: JIMMIE STANFIELD email: [REDACTED]

Mailing & Physical Address: [REDACTED] E HENDERSON Rd P.O. Box [REDACTED]

Phone Number: [REDACTED] Occupation: RETIRED
(please indicate home and work numbers)

How long have you lived in Dewey-Humboldt? 2 years. Are you over the age of 18? Yes No

Are any of your relatives, employed by the Town? Who/Where: NO

Emergency Contact: DEBBIE STANFIELD [REDACTED] WIFE
Name Phone Relationship

Are you presently employed? (Check as many as apply)
 Employed full-time Employed part-time Unemployed Retired
Employment experience relevant to the position applied for: LAW ENFORCEMENT

Position applied for: Briefly describe your interest in volunteering for the Town's Council, Commissions and/or Committees. Describe your experience, education and /or other qualities that you feel would be of value to the Town. You may apply for more than one position. If doing so, please list in order of preference. If needed, you may attach a separate sheet of paper.

I would like to see Dewey grow and not be another P.O. I am active in the Shrine, Elks and A.O.U. I have had lots exposure to government

4-10-13
DATE

[REDACTED]
SIGNATURE

If you have any questions about this application, please contact the Town Clerk at (928) 632-8562. Please mail the completed application to the Town of Dewey-Humboldt, Town Clerk, P.O. Box 69, Humboldt, AZ, 86329, fax to 928-632-7365, or email to judymorgan@dhaz.gov.

Town of Dewey-Humboldt
Council, Commissions and Committees

(Please number in order of preference, 1st choice, 2nd choice, etc., if applying for more than one position)

COUNCIL serves as the legislative body and primary authority of the Town.

 1 ✓ **Town Council**

COMMISSIONS - appointed by the Town Council and subject to open meetings law.

 Planning and Zoning Advisory Commission – Seven member commission that hears requests for re-zonings, Planned Area Developments; makes recommendations to the Town Council.

COMMITTEES – entirely voluntary and meet at their discretion based on interest and need.

 1 ✓ **Environmental Issues Advisory Committee** – Provides for the identification, assessment and monitoring of environmental/public health issues of concern to the Town.

 2 ✓ **Groundwater Resource Advisory Committee** – Provides for the collection of data, information and studies that will assist the Town in being a positive influence in the preservation of its citizens rights to access groundwater and other appropriate water resources.

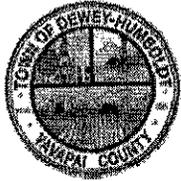
 Clean Town Committee – Provides volunteer services to the Town and its citizens in developing programs that address issues of accumulated trash, code enforcement and related concerns.

 Open Space & Trails Committee – Provides volunteer services to the Town for the collection of data, information and studies that will further the implementation of the goals and objectives of the Open Space & Trails Master Plan.

 Other Committees as needed.

For additional information regarding any of the above volunteer groups, please contact Judy Morgan, Town Clerk at 928-632-7362.

rec'd 4/18/13
gm



TOWN OF DEWEY-HUMBOLDT

Town Council, Commission, Boards and Committee Vacancy Application Form

Please complete this application form and thank you for your interest in serving.

Personal information:

Name: Sonya Williams-Rowe email: [redacted]

Mailing & Physical Address: PO Box [redacted] Dewey AZ 86327 teacher

E Rocky Hill Rd Dewey AZ 86327 teacher

Phone Number (please indicate home and work numbers): [redacted] Occupation: 928- [redacted] home

How long have you lived in Dewey-Humboldt? 3 years. Are you over the age of 18? Yes No

Are any of your relatives employed by the Town? Who/Where: none

Emergency Contact: Ken Rowe [redacted] husband

Name Phone Relationship

Are you presently employed? (Check as many as apply)

Employed full-time Employed part-time Unemployed Retired

Employment experience relevant to the position applied for: _____

Position applied for: Briefly describe your interest in volunteering for the Town's Council, Boards, Commissions and/or Committees. Describe your experience, education and /or other qualities that you feel would be of value to the Town. You may apply for more than one position. If doing so, please list in order of preference. If needed, you may attach a separate sheet of paper.

I am interested in volunteering for the Town Council. I have been a member of the community for 3 years and would like to give back. I have a Bachelor's in Business/Finance and a Master's in Special Education. I am used to working with confidential

4/17/13

DATE

[redacted signature]

SIGNATURE

If you have any questions about this application, please contact the Town Clerk at (928) 632-8562. Please mail the completed application to the Town of Dewey-Humboldt, Town Clerk, P.O. Box 69, Humboldt, AZ, 86329, fax to 928-632-7365, or email to judymorgan@dhaz.gov.

information and I know the importance of deadlines. I feel I would be able to fulfill the requirements of this ~~part~~ position.

Town of Dewey-Humboldt
Council, Boards, Commissions and Committees

(Please number in order of preference, 1st choice, 2nd choice, etc., if applying for more than one position)

COUNCIL - Council serves as the legislative body and primary authority of the Town.

Town Council

BOARDS - Boards are appointed by the Town Council and subject to open meetings law.

 Board of Adjustment - Five resident members that hear appeals by property owners regarding variances and interpretation of staff decisions regarding land use issues. Quasi-judicial, appeals of the Board's decisions are heard by Superior Court.

COMMISSIONS - Commissions are appointed by the Town Council and subject to open meetings law.

 Planning and Zoning Advisory Commission - Seven member Commission that hears requests for rezoning, Planned Area Developments; makes recommendations to the Town Council.

COMMITTEES - Committees are voluntary and meet at their discretion based on interest and need.

 Environmental Issues Advisory Committee - Provides for the identification, assessment and monitoring of environmental/public health issues of concern to the Town.

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 Other Committees as needed.

For additional information regarding any of the above volunteer groups, please contact Judy Morgan, Town Clerk at 928-632-7362.

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§ 30.031 MAYOR AND VICE MAYOR; APPOINTMENT, POWER AND DUTIES.

(E) The Mayor may perform such other duties consistent with the mayoral office as may be prescribed by town ordinance, as may be imposed by the Council, or as required by state law. Specific duties include:

(1) The Mayor shall act as the chairman of the Council and preside over its meetings in accordance with *Robert's Rules of Order*. However, as a member of the Council, the Mayor shall have the same rights and privileges as all other Councilmembers have including the ability to make, and second, motions and vote on motions made by the Council.

(2) The Mayor shall execute and authenticate by his or her signature all such instruments as the Council or any statutes, ordinances or this code may require.

(3) The Mayor may, by proclamation, declare a local emergency to exist due to any natural or man-made calamity or disaster. The Mayor may also declare such an emergency in the event of a threat of occurrence of riot or other acts of civil disobedience which endanger life or property within the town. After declaration of any such emergency, the Mayor shall govern by proclamation and impose any and all necessary regulations to preserve the peace and order of the town, including but not limited to:

(a) Imposition of a curfew for all or any portion of the town;

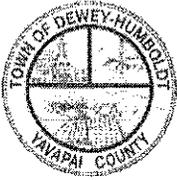
(b) Ordering the closing of any business;

(c) Closing to the public access to any public building, street or other public place; or

(d) Calling upon regular or auxiliary law enforcement agencies and organizations within or without the town for assistance in providing for the safety of the town, its citizens and property.

(4) As the Mayor may deem appropriate, and upon request by an organization or individual, the Mayor may prepare proclamations that identify particular days or events to be of special interest to the town and its citizens.

(5) With the assistance of town staff, the Mayor will monitor and manage the budget.



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

COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: 5/13/2013

Date of Request: 4/29/2013

Type of Action: Routine/Consent Regular

Requesting: Action Report Only

Agenda Item Text (a brief description for placement on the agenda; please be exact):

Modification of town code 30.031C through council action and resolution

and ordinance

Purpose and Background Information (Detail of requested action). _____

See attached Sheet

Staff Recommendation(s): _____

Budgeted Amount: N/A

List All Attachments: 30.031C

Type of Presentation: _____

Special Equipment needed: Laptop Remote Microphone

Overhead Projector Other: _____

Contact Person: VM REPAN

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.

30.031C Am. Ord. 09-56, passed 9-8-2009

The Mayor, or Council designee, coordinates with the Town Manager in the development of agendas for meetings of the Town Council.

To be amended to read:

The Town Manager and the Town Clerk will coordinate in the development of the agendas for meetings of the Town Council. Priorities will be given to those agenda requests of members of council and on a best effort on the agenda dates requested. If the need warrants, supplemental documentation in support of the agenda requests will be coordinated between town staff and the person/person's requesting the agenda item. Staff cannot suspend or council a council agenda request with the originating requesters written consent.