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

COUNCIL SPECIAL STUDY SESSION MEETING **COUNCIL CHAMBERS, TOWN HALL**
2735 S. HWY 69 **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, Jack Hamilton, Mark McBrady, Sonya Williams-Rowe, Nancy Wright; Vice Mayor Dennis Repan; and Mayor Terry Nolan.
3. **Study Agenda.** No legal action to be taken.

Page 3
   - **3.1. Code of Conduct Review and Modifications (Sections 3.1 Preamble through 3.5 Conflict of Interest).** Continuation of May 14th and June 11th council meetings discussion; council review of all members' submissions on individual revision and direction on next steps.

35
   - **3.2. Continuation of May 21st discussion of "requiring any individual or business entity in which the Town enters into a contractual agreement, to be in "Good Standing" prior to executing the contract or agreement".** Review of the Town Attorney opinion and direction to staff.

37
   - **3.3. Council review of Development Fee (SB1525) issue and direction on how to proceed.**
4. **Special Session.** Legal Action can be taken.

65
   - **4.1. To have the Town organize a work party to assist the uninsured people in Yarnell or to donate $1 per capita to help the uninsured in Yarnell, to be distributed by the Fire Department.** [CAARF requested by Mayor Nolan]
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, July 16, 2013, at 6:30 p.m.
Next Planning & Zoning Commission Meeting: Thursday, July 11, 2013, at 6:00 p.m.
Next Town Council Work Session: Tuesday, August 13, 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

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

Agenda Item # 3.1.

To: **Mayor and Town Council Members**
From: **Judy Morgan, Town Clerk**

Date submitted: July 3, 2013

Agenda Item: Code of Conduct Review and Modifications (Sections 3.1 Preamble through 3.5 Conflict of Interest). Continuation of the May 14th and June 11th council meeting discussions; council review of all members' submission on individual revision and direction on next steps.

Recommended action: Review, revision and direction on next steps.

Summary: At the May 14th Work Session, Council first looked at possibly modifying the Code of Ethics document.
May 14, 2013 Minutes:

> Councilmember Alen made a motion to move this to a future work session, including the old code of ethics documents in that discussion, then forwarding it to the attorney for legal review, seconded by Councilmember Wright. It was approved unanimously.

At the June 11th Work Session, Council decided to work together on the modifications to this document, with each Council Member submitting their recommended changes on Sections 3.1 through 3.5.8 to Staff for compilation, with review at the next Council Work Session (July 9th).
June 11, 2013 Minutes:

> Councilmember Alen gave an overview on this request and the need for additional procedures to be put in place. There was discussion on this. Council all agreed they wanted to work on this breaking it up by components. They will do this in future work sessions starting with Preamble 3.1 through 3.5.8, each Council member submitting their modifications and/or questions to the Town Clerk by July 1st. They will then be compiled and sent out with the packet for Council's review.

The following document is that compilation of Council submittals for review and possible revision.

The Town Attorney has reviewed the individual Council Member responses. Counsel's comments are provided separately.

Attachment: Compilation of Council Member submittals for modification to Code of Conduct.

CM Alen

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Dewey-Humboldt Citizen Participation Guide

As a citizen . . .

you can take an active role in shaping Dewey-Humboldt government policies, programs and decisions.

Participating in government can be as simple as voting at each election. But you can go a step further by participating in the day-to-day process of local government.

•You can submit a transformative idea via email to the Town Clerk: judymo[illegible]

•You can volunteer for advisory boards or committees that make recommendations to the Town Council and Town departments.

•You can influence decisions when it comes to adopting laws, the biennial budget, or where to site a new park.

•You can be an active member of a neighborhood association or help form one in your neighborhood.

•You can speak at a Council study session or Council meeting

•You can seek elected office.

One of the greatest challenges of governance is finding a balance between the interests of the community as a whole and those who have a special stake in a particular issue. Citizens can help strike that balance by looking for solutions that work for the entire community, not just a small group.

Although participating does not always mean prevailing, it does make government a partnership effort. That's something positive, because when citizens are actively involved in their government, decisions can better reflect the will of the people.

Town of Dewey-Humboldt Ethics & Code of Conduct

It is the policy of the Town of Dewey-Humboldt to uphold, promote, and demand the highest standards of ethics from all of its officials, whether elected to Town Council or appointed to advisory boards. Accordingly, all members of Town boards, commissions, committees and the Town Council ("elected officials and advisory board members") shall maintain the utmost standards of personal integrity, truthfulness, honesty and fairness in carrying out their public duties, avoid any improprieties in their roles as public servants, comply with all applicable laws, and never use their Town position or powers improperly or for personal gain. The Town of Dewey-Humboldt and its elected officials and advisory board members all share a commitment to ethical conduct in service to their community. The Code of Ethics has been created to ensure that all elected and appointed officials and advisory board members have clear guidance for carrying out their responsibilities.

Elected officials and advisory board members are often called upon to make decisions that affect various groups and individuals adversely. Balancing diverse constituent interests is a difficult task. While someone will always be disappointed in decisions, officials shall adhere to ethical standards that eliminate disappointment borne of dishonesty, conflicts of interest, unfairness or illegality. Preservation of public trust is critical for the preservation of democracy. A certain amount of detail is required in any code of ethics so that it serves as a clear guide. However, at the core of ethical behavior are some basic standards that officials shall use to reach a level of conduct that strives to be beyond reproach. Treating others as you would have them treat you is always a good ethical test. Another standard is to reflect on how your actions or decisions might be viewed by persons you or the public holds in high regard because of their ethical integrity.

Honesty and Integrity. Honesty and integrity shall be the primary values in all issues. The public trust in the City Council and citizen boards can be a reality only when public officials are truthful.

Fairness and Respect. All issues and citizens shall be handled with fairness, impartiality and respect. Elected officials and advisory board members have an obligation to treat all citizens fairly, such as by dividing time reasonably among potential speakers on an issue at a public hearing or meeting. In reviewing, discussing and deciding issues, Town Councilmembers and citizen advisory board members have an obligation to be accessible, open and direct, not only with the other members of the Council or board, but also to the citizens and business representatives who appear before them. The public is entitled to communicate with their public servants and understand the position of the Council and boards on public issues.

Effort. Elected officials and advisory board members have an obligation to attend meetings and to be prepared. It is expected that these officials will review the materials, participate in discussions and make an informed decision on the merits of the issue.

1 Form of Government.

The Town of Dewey-Humboldt municipal government operates under a council-manager form of government as established by the Town ordinance.

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1.1 Roles.

Under this form of government, the Council provides legislative direction, sets Town policy and monitors its execution by Town staff. The Town Manager serves as the Town's chief administrative officer and is responsible for directing the day-to-day operations of the Town.

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1.2 Authority.

The key provisions that outline Dewey-Humboldt's council-manager form of government are found in Town ordinance.

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1.3 Mutual Exclusivity.

Town staff shall not interfere with the administration of the Town Council's or Mayor's duties. Neither the Town Council nor any of its members shall interfere with the administration of the Town staff's duties or give orders to the subordinates of either the Town Manager or Town Attorney.

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2 Council Powers and Responsibilities.

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2.1 Town Council Generally.

2.1.1 *Number and term*. The elected Officials of the Town shall be *7* Council members (including the Mayor) who shall constitute the Town Council. Each Councilmember's term shall continue in office until assumption of duties of office by their duly elected and sworn successor.

2.1.2 *Any form of action permissible*. The corporate powers of the Town shall be vested in the Council and shall be exercised only as directed or authorized by law. All powers of the Council shall be exercised by ordinance, resolution, order, or motion.

2.1.3 *No artificial limit*. The Town Council has the power, in the name of the Town, to do and perform all acts and things appropriate to a municipal corporation and the general welfare of its inhabitants, which are not specifically prohibited by the constitution, the Town ordinance or State or Federal laws.

2.1.4 *Majority rule*. The Council acts as a body. Policy is established by majority vote. A decision of the majority binds the Council to a course of action. The Council majority may be a majority of the quorum of the Council.

2.1.5 *No special powers*. No Councilmember has extraordinary powers beyond those of other members (except as may otherwise be provided in State law). All members, including the Mayor, have equal powers.

2.1.6 *One office*. No member of the Council is permitted to hold any other Town office or Town employment (except as may otherwise be provided in the Town ordinance).

2.1.7 *Assumption of Office*. Immediately prior to assumption of the duties of office, each Councilmember shall publicly sign the Council Code of Conduct and take and subscribe to the oath of office. The oath shall be given by the Town Magistrate or by the Town Clerk. Council members of the Town shall assume the duties of office at a regularly scheduled Council meeting immediately following or concurrent with the canvassing of the vote of the general

election or as otherwise provided in State law. Assumption of an elected office will result in the automatic resignation of all other Town offices, elected or appointed.

2.1.8 *Council Vacancies*. The Council shall fill by appointment, for the unexpired term, any vacancy that may occur.

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2.1.8.1 *Time of Appointment*. Council shall appoint the substitute new council member or mayor as soon as possible after the Council receives notice that a seat will be vacated. This will typically result in an appointment being made prior to the seat being vacated, effective as of the known future date of the vacancy. If the notice of vacancy occurs during an active Council election season (i.e., after the deadline for candidates to file papers to run and before the last election cycle for which papers were to be filed is complete), the vacancy appointment will not be made until the election cycle is complete (i.e., until after all votes have been cast). Election of a sitting Councilmember or Mayor to another office constitutes (as of the date of the election) notice that a vacancy will exist as of the date of assumption of office.

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2.1.8.2 *Application*. Upon notice that a vacancy on the Council exists or will exist as of a known future date, the Council will call for applications by individuals interested in being appointed, with a specific deadline for such applications to be received by the Town at the Town offices. Such call for applications will be advertised. Application forms will be prepared by the Town Clerk. Completed applications will be submitted by applicants to the Town Clerk, who will collect the applications and schedule interviews with the Town Council. In the event that the vacancy occurs during or because of a Town election, all unelected persons on the ballot for the vacated position (Councilmember or Mayor) will be considered applicants without further filing.

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2.1.8.3 *Nomination in addition to application; Interviews*. After such deadline, the Council will meet in a public meeting to consider the applications and may nominate any candidates that individual Council members deem to be qualified and notify those individuals of a time and place for interviews to be held. The Council may prepare interview questions in advance of the interviews and provide them to applicants. Interviews of applicants will be held in a public meeting; however, no public comment on the interviews or applicants will be accepted. The outcome of the ballot election will constitute the recommendation of the interview panel, which will be a consent agenda item at the next Regular or Special Council meeting. Council may convene in a properly noticed Special Council Meeting for purposes of voting and selecting a candidate or may choose to delay this action to a future Regular or Special meeting.

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2.1.8.4 *Ballots*. All applicants and nominees will be included on ballots for voting by the Council. Each Councilmember and Mayor will vote by paper ballot, ranking each candidate from most preferred ("1") to least preferred (if 4 candidates, "4"). Incomplete ballots will be disqualified. In the presence of Council, Staff will tabulate the results from all complete ballots.

A mock ballot

An example of what an optical scan, instant runoff ballot might look like.

Voters rank the candidates in order of preference. If no candidate receives a majority of 'first choice' votes, the one receiving the fewest of those votes is eliminated. That candidate's votes are then redistributed to the others according to the voter's preferences.

For Office	1st Choice	2nd Choice	3rd Choice	4th Choice
Archibald Henderson	●	2	3	4
John A. Lejeune	1	2	●	4
Alfred M. Gray, Jr.	1	●	3	4
James T. Conway	1	2	3	●

Determination to be made by council as to process and said process to be included within this document.

2.1.8.5 *Preferential Voting*. Substitute applicants and nominees shall be elected by a preferential voting process requiring each voter to rank all the candidates on the ballot in the order of the voter's preference. When electing multiple candidates from a single ballot, the victorious candidate's votes will be eliminated and the remaining votes in each will be promoted if a higher-ranking vote was cast for the first victorious candidate. If no applicant or nominee attains a majority of first place votes, then the applicant or nominee for that office who receives the lowest ranking shall be eliminated from the running, and the votes cast for that applicant or nominee shall be distributed according to the next valid preference on the ballot. The lowest ranking candidate is that one with the least preferred average placement. The process shall continue until a single applicant or nominee for each office attains a majority, or until all applicants and nominees are eliminated or a tie occurs. If there is a tie for the lowest number of votes and more than two applicants or nominees remain in contention, then both tied applicants or nominees will be eliminated. In the event of a tie between the final round applicants or nominees, then second place votes will be counted as first place votes for each applicant and nominee. This process will be repeated for all subsequent ranks until there is no longer a tie. In the event that all ranks are counted and a tie remains, the counting process will recommence including all previously eliminated ballots, counting all second place votes as first place votes.

2.1.9 *Council Compensation*. Council members will not receive any salary, benefits or other form of monetary compensation for their services. A sitting Council may, by ordinance, modify or otherwise implement a schedule of compensation that will not be effective for any member of that Council or future member until after the next Council election. Any such compensation will become effective beginning the next July 1st following the election.

2.1.10 *Bond*. Prior to taking office, the Town will provide for each Councilmember an official bond enforceable against the principal and his sureties. Said bond shall be payable to the State, and to and for the use and benefit of the Town or any person who may be injured or aggrieved by acts of such officer in his official capacity. A person so injured or aggrieved may bring suit on such bond under provisions identical to those contained in A.R.S. Section 38-260.

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Bonds shall be in such sum as shall be determined by the Town Manager and the premium for such bonds shall be paid by the Town.

2.1.11 *Financial Disclosure Statement*. Each member of the Council shall file a financial disclosure statement by January 31st of each year on a form setting forth such information as may be required by State law.

2.2 Mayor and Vice Mayor-Appointment, Power and Duties.

2.2.1 The Mayor is the official head of the Town for all ceremonial purposes.

2.2.2 The Mayor does not possess any power of veto.

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

2.2.4 In the Mayor's absence, the Vice Mayor shall perform the duties of the Mayor. Absent a vote of no-confidence, the Council will appoint the most senior Council member who has not already been the Vice Mayor to the Vice Mayor position. A Council member will serve in the role of Vice Mayor for a single year or until removed.

2.2.5 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:

2.2.5.1 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 Council Members have including the ability to make, and second, motions and vote on motions made by the Council.

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

2.2.5.3 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:

2.2.5.3.1 Imposition of a curfew for all or any portion of the Town;

2.2.5.3.2 Ordering the closing of any business;

2.2.5.3.3 Closing to the public access to any public building, street or other public place; or

2.2.5.3.4 Call 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.

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2.2.5.4 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.

2.2.5.5 With the assistance of Town Staff, the Mayorand council will monitor the Budget.

2.3 Council Actions.

2.3.1 Legislative actions by the Town Council can be taken by means of ordinance, resolution, or minute action duly made and passed by the majority (unless otherwise provided).

2.3.2 In accordance with State law, public actions of the Council are recorded in the minutes of the Town Council meeting. The Town Clerk is required to make a record of business actually passed upon by a vote of the Council and should not record any remarks of Council members or of any other person, except at the special request of a Councilmember, with the consent of the Council.

2.3.3 Actions of the Council concerning confidential property, personnel, and legal matters of the Town are to be reported consistent with State law.

2.3.4 Any council member may suggest an agenda item for the next regular council meeting and the item shall be placed on the agenda.

2.4 Council Member Committees.

2.4.1 The Town Council may organize itself into standing or ad hoc committees of the Council (each a "Council Member Committee") to facilitate Council review and action regarding certain matters referred to them by the Town Council.

2.4.2 All work undertaken by a Council Member Committee must originate with the Council and all actions of a Council Member Committee shall be reported to the Council.

2.4.3 Standing, Special, or ad hoc Council Member Committees may be created or dissolved by the Mayor or a majority vote of the Council. The Mayor appoints the members.

2.4.4 The Mayor annually appoints members to standing Council Member Committees.

2.4.5 Other members of the Council not assigned to a Council Member Committee may attend meetings of a Council Member Committee, as an observer; however, they shall be seated with the audience and may not participate in any manner or address the Council Member Committee.

2.4.6 If an absence is anticipated on a Council Member Committee and that absence may impede the work of the Council Member Committee, the Council Member Committee chair or other member may request that the Mayor designate another member of the Council to attend for the absent member and serve as an alternate member of the Council Member Committee. The term for service by the alternate member will be the term designated in the appointment, or for one meeting, if no term is specified.

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3 Legal and Ethical Standards.

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1.13.1 Preamble.

The residents and businesses of Dewey-Humboldt are entitled to have fair, ethical and accountable local government. Such a government requires that public officials:

1.1.1 Comply with both the letter and the spirit of the laws and policies affecting operations of the government;

1.1.2 Be independent, impartial and fair in their judgment and actions;

1.1.3 Use their public office for the public good, not for personal gain; and

1.1.4 Conduct public deliberations and processes openly, unless legally confidential, in an atmosphere of respect and civility.

1.23.2 Code of Ethics.

To this end, the Dewey-Humboldt Town Council has adopted a Code of Ethics to encourage public confidence in the integrity of local government and its fair and effective operation. This Town Council Code of Ethics is composed of three documents: (1) these Town Council Rules and Procedures; (2) the Town Council Personal Code of Conduct; and (3) the Town Council Code of Teamwork and Cooperation. The Town Council Code of Ethics shall not be interpreted to conflict with other rights and responsibilities of public officials set forth in this code or Federal, State or local law. The Town Council Code of Ethics shall be considered to be the definitive document relating to ethical conduct by Dewey-Humboldt Council members.

1.33.3 Public Interest.

1.3.13.3.1 Recognizing that stewardship of the public interest must be their primary concern, Council members shall work for the common good of the people of Dewey-Humboldt and not for any private or personal interest. Council members must endeavor to treat all members of the public and issues before them in a fair and equitable manner.

3.3.2 Council members shall comply with the laws of the nation, the State of Arizona and the Town in the performance of their public duties. These laws include, but are not limited to: the United States and Arizona constitutions; the Dewey-Humboldt Town ordinance; laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities and open meetings.

1.3.23.3.3 Conduct public deliberations and processes openly, unless legally confidential, in an atmosphere of respect and civility.

~~1.4~~3.4 Conduct.

~~1.4.1~~3.4.1 Council members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of the Town Council, boards, commissions, committees, staff or the public.

~~1.4.2~~3.4.2 Councilmember duties shall be performed in accordance with the processes and rules of order established by the Town Council.

~~1.4.3~~3.4.3 Council members shall inform themselves on public issues, listen attentively to public discussions before the body and focus on the business at hand.

~~1.4.4~~3.4.4 Council decisions shall be based upon the merits and substance of the matter at hand.

~~1.4.5~~3.4.5 It is the responsibility of Council members to publicly share substantive information that is relevant to a matter under consideration that they have received from sources outside of the public decision-making process with all other Council members and the public prior to taking action on the matter.

~~1.4.6~~3.4.6 Appropriate Town staff should be involved when Council members meet with officials from other agencies and jurisdictions to ensure proper staff support as needed and to keep staff informed.

~~1.4.7~~3.4.7 Council members shall not attend internal staff meetings or meetings between Town staff and third parties unless invited by Town staff or directed by Council to do so.

~~1.4.8~~3.4.8 *Policy Role*. Council members shall respect and adhere to the council-manager structure of Dewey-Humboldt Town government as provided in State law and the Town ordinance. Council members shall support the maintenance of a positive and constructive environment for residents, businesses and Town employees.

~~1.4.9~~3.4.9 *Implementation*. The Code of Ethics shall be included in the regular orientations for Town Council candidates. Council members entering office shall sign a statement affirming they have read and understand the Town of Dewey-Humboldt Town Council Code of Ethics.

~~1.5~~3.5 Conflict of Interest.

~~1.5.1~~3.5.1 In order to assure their independence and impartiality on behalf of the public good, Council members are prohibited from using their official positions to influence government decisions in which they have a financial interest or where they have an organizational responsibility or a personal relationship that would present a conflict of interest under applicable State law.

~~1.5.2~~3.5.2 In accordance with State law, Council members must file annual written disclosures of their economic interests.

~~1.5.3~~3.5.3 Council members shall not take advantage of services or opportunities for personal gain by virtue of their public office that are not available to the public in general.

~~1.5.4~~3.5.4 Council members shall respect and preserve the confidentiality of information provided to them concerning the confidential matters of the Town. They must neither disclose confidential information without proper legal authorization nor use such information to advance the personal, financial or private interests of themselves or others.

~~1.5.5~~3.5.5 Town Council members should avoid any action that could be construed as, or create the appearance of, using public office for personal gain, including use of Town stationery or other Town resources to obtain or promote personal business.

~~1.5.6~~3.5.6 Public resources not available to the general public (e.g., Town staff time, equipment, supplies or facilities) shall not be used by Council members for private gain or personal purposes.

~~1.5.7~~3.5.7 In keeping with their role as stewards of the public interest, Council members shall not appear on behalf of the private interests of a third party before the Town Council or any board, commission or committee or proceeding of the Town, except as permitted by law.

~~1.5.8~~3.5.8 To the best of their ability, Council members shall represent the official policies and positions of the Town Council. When presenting their personal opinions or positions publicly, members shall explicitly state they do not represent the Council or the Town.

~~1.6~~3.6 Compliance and Enforcement—All Rules.

Council members take an oath or affirmation when they assume their office in which they promise to uphold the laws of the State of Arizona, the Town of Dewey-Humboldt and the United States of America. Consistent with this oath or affirmation is the requirement of this Council policy to comply with the laws as well as report violations of the laws and policy of which they become aware.

~~1.6.1~~3.6.1 Any suspected violation or alleged violation by a Councilmember must be reported to the Mayor through the Town Clerk. A link on the Town of Dewey-Humboldt website will be establish along with a fillable form to facilitate a member of the public to file a formal complaint. Any suspected violation or alleged violation by the Mayor must be reported to the Vice Mayor through the Town Clerk. In the case of a Town staff member making the report regarding a Councilmember or Mayor, the report should be made to the Town Manager who will then report it to the Mayor (or, when appropriate, the Vice Mayor). Upon report, the Town Manager and Town Attorney will assist the Mayor in following one of the 2 protocols for addressing the violation or alleged violation:

~~1.6.1.1~~3.6.1.1 If the Mayor, Town Manager and Town Attorney all agree that the violation or alleged violation is minor in nature, the Mayor and either the Town Manager or Town Attorney may contact the individual Councilmember and advise the member of the concern and seek to resolve the matter (**Protocol 1**).

~~1.6.1.2~~3.6.1.2 If the Mayor, Town Manager and Town Attorney do not agree that the violation or alleged violation is minor in nature or agree that it is not minor in nature, then the Mayor shall convene a special ad hoc committee of the Mayor (who will serve as Chair), Vice Mayor and a third person selected by the Mayor and Vice Mayor (the "Ethics Committee") who will meet with the Town Manager and Town Attorney and appropriate staff and witnesses to determine how the matter may proceed, be resolved or be reported to the appropriate authorities (**Protocol 2**).

~~1.6.1.3~~3.6.1.3 In implementing the provisions of this section, the Ethics Committee will be authorized to conduct all inquiries and investigations as necessary to fulfill their obligation and do such in complete confidentiality.

~~1.6.1.4~~3.6.1.4 The incident or violation is not minor if it involves the injury or potential injury to any person (e.g., physical, emotional, defamation, harassment, etc.), significant exposure to the Town Treasury or the probability for a repeat occurrence.

~~1.6.2~~3.6.2 Council members wishing to report a suspected violation by a staff member should report it to both the Town Manager and Town Attorney.

~~1.6.3~~3.6.3 In the event any Councilmember with a role in this policy is the subject of the inquiry, the role of that official shall be assumed by the next ranking official in the chain. For example, if the Mayor is the subject of the inquiry, the Ethics Committee shall be comprised of the Vice Mayor (who will serve as Chair) and the two (2) most senior Council members (by duration on the Council). If the Town Manager or Town Attorney is the subject, the Committee will exclude that individual.

~~1.6.4~~3.6.4 The term "committee" or "Ethics Committee" is used for ease of reference only as it is not intended by this policy to create a permanent or standing committee but, rather, to assemble the officials necessary to review complaints should the need arise.

3.6.5 This policy and the protocols set forth are alternatives to any remedy that might otherwise be available or prudent. In order to ensure good government, any individual, including the Town Manager and Town Attorney, who believes a violation may have occurred is hereby authorized to report the violation to other appropriate authorities.

As a result of their investigations, if under Protocol 2, the Ethics committee finds the member in violation, they may bring recommendations for penalties for this breach of conduct to the council for approval and implementation post review by Town Counsel.

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These remedies may include sanction, censure, (note: actual remedies to be discussed by council for inclusion in this document).

The council vote would be at the meeting where the outcome was presented and would remedy for the infractions would be applied with immediacy.

Should the findings of council be protested by the violating councilmemeber or other (defendant) of these proceeding, they may file an appeal through Town Counsel. (Process to be discussed with Legal Team for this appeal, time frames, etc)

The goal of this section is to allow for due process for citizens, staff and council members in compliance with all federal, state and local laws, rules and regulations.

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~~1.6.5~~

~~2~~4 Communications.

3 Legal and Ethical Standards**.**

3.1 Preamble.

The residents and businesses of Dewey-Humboldt are entitled to have fair, ethical, transparent and accountable local government. Therefore, it is the policy of the Town of Dewey-Humboldt to uphold, promote, and demand the highest standards of ethics from all of its staff, and officials, whether elected to Town Council or appointed to advisory boards. Such a government requires that all Public Officials:

3.1.1 Maintain the utmost standards of personal integrity, truthfulness, honesty and fairness in carrying out their public duties;

3.1.~~1~~ 2 Comply with both the letter and the spirit of the laws and policies affecting operations of the government;

3.1.~~2~~ 3 Be independent, impartial and fair in their judgment and actions;

3.1.~~3~~ 4 Use their public office for the public good, not for personal gain; and

3.1.~~4~~ 5 Conduct public deliberations and processes openly, unless legally confidential, in an atmosphere of respect and civility.

3.2 Code of Ethics.

To this end, the Dewey-Humboldt Town Council has adopted a Code of Ethics to encourage public confidence in the integrity of local government and its fair and effective operation. ~~This Town Council Code of Ethics is composed of three documents: (1) these Town Council Rules and Procedures; (2) the Town Council Personal Code of Conduct; and (3) the Town Council Code of Teamwork and Cooperation.~~ The Town Council Code of Ethics shall not be interpreted to conflict with other rights and responsibilities of public officials set forth in this code or Federal, State or local law. The Town Council Code of Ethics ~~shall be considered to be the definitive document relating to ethical conduct by Dewey-Humboldt Councilmembers.~~ has been created to ensure that all elected, ~~and~~ appointed officials, ~~and~~ advisory board members and staff have clear guidance for carrying out their responsibilities.

3.3 Public Interest.

3.3.1 Recognizing that stewardship of the public interest must be their primary concern, ~~Councilmembers~~ Public Officials shall work for the common good of the people of Dewey-Humboldt and not for any private or personal interest. ~~Councilmembers~~ They must endeavor to treat all members of the public and issues before them in a fair and equitable manner.

3.3.2 ~~Councilmembers~~ Public officials shall comply with the laws of the nation, the State of Arizona and the Town in the performance of their public duties. These laws include, but are not limited to: the United States and Arizona constitutions; the Dewey-Humboldt Town ordinance; laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities and open meetings.

3.4 Conduct.

3.4.1 ~~Councilmembers~~ Public Officials shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of the Town Council, boards, commissions, committees, staff or the public.

3.4.2 ~~Councilmember~~ Public Official's duties shall be performed in accordance with the processes and rules of order established by the Town Council.

3.4.3 ~~Councilmembers~~ Publlic Officials have an obligation to attend meetings and to be prepared. They shall inform themselves on public issues, listen attentively to public discussions before the body and focus on the business at hand.

3.4.4 ~~Council~~ Decisions by Public Officials shall be based upon the merits and substance of the matter at hand.

3.4.5 It is the responsibility of ~~Councilmembers~~ Public Officials to publicly share substantive information that is relevant to a matter under consideration that they have received from sources outside of the public decision-making process with all other ~~Councilmembers~~ Publlic Officials and the public prior to taking action on the matter.

~~3.4.6 Appropriate Town staff should be involved when Councilmembers meet with officials from other agencies and jurisdictions to ensure proper staff support as needed and to keep staff informed.~~ (I don't know if this is feasible with our small staff. If so, renumbering would be required.)

3.4.7 ~~Councilmembers shall not attend internal staff meetings or meetings between~~ Town internal staff meetings ~~and third parties~~ shall not be attended by elected or appointed Public Officials unless invited by the Town Manager ~~staff~~ or directed by Council to do so.

3.4.8 *Policy Role*. ~~Councilmembers~~ Public Officials shall respect and adhere to the council-manager structure of Dewey-Humboldt Town government as provided in State law and the Town ordinance. ~~Councilmembers~~ They shall support the maintenance of a positive and constructive environment for all. ~~residents, businesses and Town employees.~~

3.4.9 *Implementation*. The Code of Ethics shall be included in the regular orientations for Town Council candidates. ~~Councilmembers~~ Public Officials entering office shall sign a statement

affirming they have read and understand the Town of Dewey-Humboldt Town Council Code of Ethics.

3.5 Conflict of Interest, Financial Disclosue, Gifts.

3.5.1 In order to assure their independence and impartiality on behalf of the public good, ~~Councilmembers~~ Public Officials are prohibited from using their official positions to influence government decisions in which they have a financial interest or where they have an organizational responsibility or a personal relationship that would present a conflict of interest under applicable State law. See ARS 38-501 through 38-511.

3.5.2 In accordance with State law, ~~Councilmembers~~ elected Public Officals must file annual written disclosures of their economic interests. See ARS 38-541-545.

3.5.3 State Law prohibits elected officials and advisory board members from receiving anything of value or any compensation other than their normal salary for any service rendered in connection with that person's duties with the Town. See ARS 38-505(A).

3.5.~~3~~ 4 ~~Councilmembers~~ Public Officials shall not take advantage of services or opportunities for personal gain by virtue of their public office that are not available to the public in general.

3.5.~~4~~ 5 ~~Councilmembers~~ Public Officials shall respect and preserve the confidentiality of information provided to them concerning the confidential matters of the Town. They must neither disclose confidential information without proper legal authorization nor use such information to advance the personal, financial or private interests of themselves or others. See ARS 38-504(B).

3.5.~~5~~ 6 ~~Town Councilmembers~~ Public Officials should avoid any action that could be construed as, or create the appearance of, using public office for personal gain, including use of Town stationery or other Town resources to obtain or promote personal business.

3.5.~~6~~ 7 Public resources not available to the general public (e.g., Town staff time, equipment, supplies or facilities) shall not be used by ~~Councilmembers~~ Public Officials for private gain or personal purposes.

3.5.~~7~~ 8 In keeping with their role as stewards of the public interest, ~~Councilmembers~~ Public Officials shall not appear on behalf of the private interests of a third party before the Town Council or any board, commission or committee or proceeding of the Town, except as permitted by law.

3.5.~~8~~ 9 To the best of their ability, ~~Councilmembers~~ Public Officials shall represent the official policies and positions of the Town Council. When presenting their personal opinions or positions publicly, ~~members~~ they shall explicitly state they do not represent the Council or the Town.

3 Legal and Ethical Standards

3.1 Preamble (I have know problems with how it now reads)

3.2 Code of Ethics

To this end, the town of Dewey-Humboldt Town Council has adopted a Code of Ethics to encourage public confidence in the integrity of local government and its fair and effective operation. The Town Council Code of Ethics shall not to be interpreted to conflict either with the letter or spirit of the various Federal, State, and Local laws that govern a Town Council.

3.3 Public Interest

3.3.1 (Substitute Public Body for Council Members and the rest is OK)

3.3.2 (Substitute Public Body for Council Members and the rest is OK)

3.3.3 This code of ethics applies while the Public Body is a member of the Public Body and not just at official functions.

3.4 Conduct (Substitute Public Body for Council Member and I will have no problems with 3.4.1 through 3.4.9)

3.5 Conflict of interest

I would prefer to put the League of Cities and Towns definition and explanations in here. It is long but it clarifies in detail what is involved and is of the highest ethical standard. I have made sure that every Council member has a copy of this pamphlet. I would remove the first two paragraphs and start with Applicability.

3.6 Compliance and Enforcement of all rules.

3.6.1 Any suspected violation or alleged violation by a Public Body member of these rules must be reported to the Town Manger. The Town Manager will investigate and report back to the person filing the complaint the status of action.
The Town Manager can contact the Town Attorney for consultation on the matter. If the Town Attorney and Town Manager feels that the violation did occur they will let the Council know the details of the matter and if any reporting to a government agency was necessary. The Council then can decide along with the Town Attorney what action to take to resolve the matter. The matters that can be discussed in an open meeting should be done so, so that the Public can have trust that the matter is dealt with fairly.

Mayor Nolan

Town of Dewey-Humboldt
Adopted August 16, 2011

Town Of Dewey-Humboldt Code of Ethics

Ethics is defined here as the rules or standards governing those persons functioning as representatives of the Town of Dewey-Humboldt. These rules and standards are based upon a set of values judged to be moral to the extent that they enhance society and an individual's relationship to others.

A representative of the Town of Dewey-Humboldt is defined here as a public official, elected or appointed, salaried or unpaid, including the mayor, Town council members, any board or commission member and staff.

The purpose of this code is to establish ethical standards of conduct for these public officials acting in their official public capacity.

I. Responsibilities of Public Office

By oath of office each representative is responsible to uphold the Constitution of the United States, the Constitution of the State of Arizona, and the ordinances and regulations of the Town of Dewey-Humboldt. The public official shall perform his or her obligations in a manner that is impartial and responsible to all people.

The public official shall not use his position for personal or monetary gain.

The public official shall not disclose confidential information concerning the property, government, or affairs of the Town of Dewey-Humboldt without proper legal authorization.

II. Conflict of Interest

This code shall reinforce any existing affirmation regarding conflict of interest contained in the public official's oath of office. When acting in a public capacity, the public official shall abstain from participating in discussion and vote on any pending matter that would result in his financial or private gain.

The public official shall not directly or indirectly solicit, accept or receive any gift--whether it be money, services, loan, travel, entertainment, hospitality, promise, or any other form that could be reasonably inferred to influence the performance of **his or her** official duties and actions or serve as a reward for any official action.

III. Conduct in Public Office

The public official shall not discuss or divulge confidential information acquired by him in the course of his official duties nor shall he use this information for his own personal interest.

The public official shall respect the rights, privileges and opinions of **his or her** fellow officials. What Propriety dictates that the public official be sensitive to the possible confidential or personal nature of directives addressed to other individuals.

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IV. Compliance and Enforcement with the Dewey-Humboldt Code of Ethics.

When Public officials assume their duties they have an obligation to abide by this code of ethics. Any possible violation of this code should be reported to a member of the council, or in

What member

The alleged violation should be discussed with the Town Manager, Mayor and the alleged individual. With resolution to the violation.

the case of staff, to the Town Manager. ~~This alleged violation may be put on a future council meeting agenda if appropriate, with notification to the alleged violator~~. If the alleged violation is believed to be a criminal matter it should be reported to the proper authorities.

All public officials are expected to honor the mandates set forth in the Town of Dewey-Humboldt Code of Ethics.

Town of Dewey-Humboldt Code of Ethics

The undersigned acknowledges receipt of the Town of Dewey-Humboldt Code of Ethics this _____day of the month of _____, 20___.

_____

Signature

_____

Print Name

_____

Public office or position held

DRAFT

3 Legal and Ethical Standards.

3.1 Preamble.

The residents and businesses of Dewey-Humboldt are entitled to have fair, ethical and accountable local government. Such a government requires that public officials:

How do we encourage members to do all this?

3.1.1 Comply with both the letter and the spirit of the laws and policies affecting operations of the government;

3.1.2 Be independent, impartial and fair in their judgment and actions;

3.1.3 Use their public office for the public good, not for personal gain; and

3.1.4 Conduct public deliberations and processes openly, unless legally confidential, in an atmosphere of respect and civility.

3.2 Code of Ethics.

To this end, the Dewey-Humboldt Town Council has adopted a Code of Ethics to encourage public confidence in the integrity of local government and its fair and effective operation. This Town Council Code of Ethics is composed of three documents: (1) these Town Council Rules and Procedures; (2) the Town Council Personal Code of Conduct; and (3) the Town Council Code of Teamwork and Cooperation. The Town Council Code of Ethics shall not be interpreted to conflict with other rights and responsibilities of public officials set forth in this code or Federal, State or local law. The Town Council Code of Ethics shall be considered to be the definitive document relating to ethical conduct by Dewey-Humboldt Council members.

3.3 Public Interest.

3.3.1 Recognizing that stewardship of the public interest must be their primary concern, Council members shall work for the common good of the people of Dewey-Humboldt and not for any private or personal interest. Council members must endeavor to treat all members of the public and issues before them in a fair and equitable manner.

3.3.2 Council members shall comply with the laws of the nation, the State of Arizona and the Town in the performance of their public duties. These laws include, but are not limited to: the United States and Arizona constitutions; the Dewey-Humboldt Town ordinance; laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities and open meetings.

3.4 Conduct.

3.4.1 Council members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of the Town Council, boards, commissions, committees, staff or the public.

3.4.2 Councilmember duties shall be performed in accordance with the processes and rules of order established by the Town Council.

3.4.3 Council members shall inform themselves on public issues, listen attentively to public discussions before the body and focus on the business at hand.

3.4.4 Council decisions shall be based upon the merits and substance of the matter at hand.

3.4.5 It is the responsibility of Council members to publicly share substantive information that is relevant to a matter under consideration that they have received from sources outside of the public decision-making process with all other Council members and the public prior to taking action on the matter.

3.4.6 Appropriate Town staff should be involved when Council members meet with officials from other agencies and jurisdictions to ensure proper staff support as needed and to keep staff informed.

3.4.7 Council members shall not attend internal staff meetings or meetings between Town staff and third parties unless invited by Town staff or directed by Council to do so.

3.4.8 *Policy Role*. Council members shall respect and adhere to the council-manager structure of Dewey-Humboldt Town government as provided in State law and the Town ordinance. Council members shall support the maintenance of a positive and constructive environment for residents, businesses and Town employees.

3.4.9 *Implementation*. The Code of Ethics shall be included in the regular orientations for Town Council candidates. Council members entering office shall sign a statement affirming they have read and understand the Town of Dewey-Humboldt Town Council Code of Ethics.

3.5 Conflict of Interest.

3.5.1 In order to assure their independence and impartiality on behalf of the public good, Council members are prohibited from using their official positions to influence government decisions in which they have a financial interest or where they have an organizational responsibility or a personal relationship that would present a conflict of interest under applicable State law.

3.5.2 In accordance with State law, Council members must file annual written disclosures of their economic interests.

3.5.3 Council members shall not take advantage of services or opportunities for personal gain by virtue of their public office that are not available to the public in general.

3.5.4 Council members shall respect and preserve the confidentiality of information provided to them concerning the confidential matters of the Town. They must neither disclose confidential information without proper legal authorization nor

use such information to advance the personal, financial or private interests of themselves or others.

3.5.5 Town Council members should avoid any action that could be construed as, or create the appearance of, using public office for personal gain, including use of Town stationery or other Town resources to obtain or promote personal business.

3.5.6 Public resources not available to the general public (e.g., Town staff time, equipment, supplies or facilities) shall not be used by Council members for private gain or personal purposes.

3.5.7 In keeping with their role as stewards of the public interest, Council members shall not appear on behalf of the private interests of a third party before the Town Council or any board, commission or committee or proceeding of the Town, except as permitted by law.

3.5.8 To the best of their ability, Council members shall represent the official policies and positions of the Town Council. When presenting their personal opinions or positions publicly, members shall explicitly state they do not represent the Council or the Town.

3.6 Compliance and Enforcement—All Rules.

Council members take an oath or affirmation when they assume their office in which they promise to uphold the laws of the State of Arizona, the Town of Dewey-Humboldt and the United States of America. Consistent with this oath or affirmation is the requirement of this Council policy to comply with the laws as well as report violations of the laws and policy of which they become aware.

3.6.1 Any suspected violation or alleged violation by a Councilmember must be reported to the Mayor. Any suspected violation or alleged violation by the Mayor must be reported to the Vice Mayor. In the case of a Town staff member making the report regarding a Councilmember or Mayor, the report should be made to the Town Manager who will then report it to the Mayor (or, when appropriate, the Vice Mayor). Upon report, the Town Manager and Town Attorney will assist the Mayor in following one of the 2 protocols for addressing the violation or alleged violation:

3.6.1.1 If the Mayor, Town Manager and Town Attorney all agree that the violation or alleged violation is minor in nature, the Mayor and either the Town Manager or Town Attorney may contact the individual Councilmember and advise the member of the concern and seek to resolve the matter (**Protocol 1**).

3.6.1.2 If the Mayor, Town Manager and Town Attorney do not agree that the violation or alleged violation is minor in nature or agree that it is not minor in nature, then the Mayor shall convene a special ad hoc committee of the Mayor (who will serve as Chair), Vice Mayor and a third person selected by the Mayor and Vice Mayor (the "Ethics Committee") who will meet with the Town Manager and Town Attorney and appropriate staff and witnesses to determine how the matter may proceed, be resolved or be reported to the appropriate authorities (**Protocol 2**).

This would only be if a civil violation of the law. What could be done to resolve an issue?

3.6.1.3 In implementing the provisions of this section, the Ethics Committee will be authorized to conduct all inquiries and investigations as necessary to fulfill their obligation.

3.6.1.4 The incident or violation is not minor if it involves the injury or potential injury to any person (e.g., physical, emotional, defamation, harassment, etc.), significant exposure to the Town Treasury or the probability for a repeat occurrence.

3.6.2 Council members wishing to report a suspected violation by a staff member should report it to both the Town Manager and Town Attorney.

3.6.3 In the event any Councilmember with a role in this policy is the subject of the inquiry, the role of that official shall be assumed by the next ranking official in the chain. For example, if the Mayor is the subject of the inquiry, the Ethics Committee shall be comprised of the Vice Mayor (who will serve as Chair) and the two (2) most senior Council members (by duration on the Council). If the Town Manager or Town Attorney is the subject, the Committee will exclude that individual.

3.6.4 The term "committee" or "Ethics Committee" is used for ease of reference only as it is not intended by this policy to create a permanent or standing committee but, rather, to assemble the officials necessary to review complaints should the need arise.

3.6.5 This policy and the protocols set forth are alternatives to any remedy that might otherwise be available or prudent. In order to ensure good government, any individual, including the Town Manager and Town Attorney, who believes a violation may have occurred is hereby authorized to report the violation to other appropriate authorities.

TOWN OF DEWEY-HUMBOLDT CODE OF ETHICS and CONDUCT (ORIG. 8/2009, REVISED 8/2011)

PREAMBLE

The residents and businesses of Dewey-Humboldt are entitled to have a fair, ethical and accountable local government and also demand the highest standard of ethics from all its officials. All members of town boards, commissions, committees and the City Council shall maintain the utmost standards of personal integrity, truthfulness, honesty and fairness in carrying out their public duties, avoid any improprieties in their roles as public servants, comply with all applicable laws, whether local, state or federal, and never use their position or powers improperly or for personal gain.

DEFINITIONS

Ethics is defined here as the rules or standards governing those persons functioning as representatives of the Town Dewey-Humboldt. These rules and standards are based upon a set of values judged to be moral to the extent that they enhance society and an individual's relationship to others. Honesty and integrity shall be the primary values in all issues whether it be in their duties for the Town of Dewey-Humboldt, or in any regard to their constituents.
A representative of the Town of Dewey-Humboldt is defined here as a public official, elected or appointed, salaried or unpaid, including the mayor, Town council members, and any board or commission member.
The purpose of this code is to establish ethical standards of conduct for these public officials acting in their official public capacity.

I. Responsibilities of Public Office

By oath of office each representative is responsible to uphold the Constitution of the United States, the Constitution of the State of Arizona, and the ordinances and regulations of the Town of Dewey-Humboldt. Elected officials and board and commission members are often asked to make decisions that affect various groups and individuals adversely. Balancing diverse constituent interests is a difficult task and therefore the public official shall perform his or her obligations in a manner that is impartial and responsible to all people and shall adhere to ethical standards that eliminate disappointment borne of dishonesty, conflicts of interest, unfairness or illegality.

The public official shall not use his position for personal or monetary gain, whether directly or indirectly or any other manner in which the possibility of gain might be

perceived by the public or another member of the public body and as described here within in section II.

The public official shall not disclose confidential information concerning the property, government, or affairs of the Town of Dewey-Humboldt without proper legal authorization. Arizona law provides that during a person's employment or service to the town and for two years thereafter, no member of a Town board, commission, committee or the Town of Dewey-Humboldt council may disclose or use confidential information without appropriate authorization as outlined in A.R.S. 38-5504(B).

Councilmember's and citizen advisory boards and commissions have an obligation to be accessible, open and direct, not only with the other members of the Council and/or boards and commissions, but also to the citizens and business representatives that appear before them, both in the public forum and in private. The public is entitled to communicate with their public servants and understand the position of the Council and boards and/or commissions on public issues.

Elected officials and advisory board/commission members have an obligation to attend meetings and be prepared. It is expected that these officials will review the materials, participate in discussions and make informed decision of the merits of the issue as opposed to acting out of emotional bias.

II. Conflict of Interest

Elected officials and advisory board members must be constantly on guard against conflicts of interest and shall not be involved in any activity which conflicts with their responsibilities to the town of Dewey-Humboldt and its residents. The people of this town have a right to expect independence and fairness towards all groups without favoring individuals or personal interest.
Arizona conflict-of-interest laws apply to all elected officials and advisory board/commission members. And as such, this code shall reinforce any existing affirmation regarding conflict of interest contained in the public official's oath of office. When acting in a public capacity, the public official shall abstain from participating in discussion and vote on any pending matter that would result in his financial or private gain.
The public official shall not directly or indirectly solicit, accept or receive any gift--whether it be money, services, loan, travel, entertainment, hospitality, promise, or any other form that could be reasonably inferred to influence the performance of his official duties and actions or serve as a reward for any official action. In addition and extended under this issue, under no circumstances shall a council or board/commission member accept a gift or favor that is a bribe, or reflects, to a reasonable person, an effort to improperly influence the member contrary to that members responsibility to

the public in total or to act impartially and on the merits of the matter. Officials must not be involved in discussing issues that appear to be self-dealing. That is, officials must not be involved in discussing or deciding on any issue over which they have jurisdiction as a Council or board/commission member, which may impact the member or the members family or members business, financially or in any way that may be perceived by any reasonable member of the community as advantageous to that council, board/commission member.

It should also be noted that Councilmember's must comply annually with the Financial Disclosure Act, as outlined in A.R.S. 38-541-545. Arizona law also prohibits elected officials and board/commission members from receiving anything of value or any compensation other than their normal salary or stipend for any service rendered in connection with that person's duties with the Town of Dewey-Humboldt.

III. Conduct in Public Office

The public official shall not discuss or divulge confidential information acquired by him in the course of his official duties nor shall he use this information for his own personal interest or aggrandizement and as a minimum, utilize A.R.S. 38-504 as, but not limited to, a guideline.

The public official shall respect the rights, privileges and opinions of his fellow officials. Propriety dictates that the public official be sensitive to the possible confidential or personal nature of directives addressed to other individuals.

In his dealings with Town of Dewey-Humboldt employees, the public official shall maintain professional conduct with respect to the employee's work assignments and obligations. The office of the public official shall in no situation be used to wrongfully obtain information either by intimidation or by deliberately violating the privacy of an employee's work station.

Public decision making must be fair and impartial and shall be non-discriminatory on the basis of those protected classes, such as racial and religious groups, outlined in federal, state and town laws and ordinances. Elected officials and advisory board/commission members must conduct business and operate in a manner that is free from illegal discrimination on the basis of age, sex, color, race, disability, national origin, or religious persuasion, both and in the relationships of the elected officials and advisory board/commission members with their constituencies.

Elected officials and advisory board/commission members shall not use their political or appointed office to advance private interests and engage in political campaigning at Town meetings or within city buildings.

No relative of a sitting council member, sitting advisory board/commission member may be hired by the town.

Discussion of issues which may appear before the Council or citizen board shall be prohibited when a situation arises where a quorum of the Council or board exists. Numerous Arizona laws require that meetings of public bodies be open to the public and that public records be available for inspection.

IV. Compliance and Enforcement with the Dewey Humboldt Code of Ethics.

Public officials take an oath when they assume their duties to uphold the laws of the state of Arizona, the town of Dewey-Humboldt and the United States of America. Therefore, it is the intent of the Town Council to educate, and where necessary, discipline councilmembers or board/commission members who violate this code. Consistent with this oath, any possible violation of this code should be reported to the mayor or vice mayor, or in the case of staff, to the Town Manager. Upon this report, one of two protocols can be utilized:

1. If the Mayor, Vice Mayor, and Town Manager all agree that the violation is minor in nature, they may contact the individual in question directly and advise them of the concern and seek to resolve the matter.
2. If the Mayor, Vice Mayor, and Town Manager all agree that the alleged violation is not minor in nature, they may meet with the Town Attorney and appropriate staff and witnesses to determine how the matter should proceed, be resolved or be reported to the appropriate authorities. These protocols are set forth and can be used as alternatives to any remedial action that otherwise might be available or prudent.

In any regard, other than violations for criminal conduct, discipline shall be progressive in nature, from the least punitive to the most punitive measures, unless the Council believes that progressive discipline does not provide the appropriate sanction because of the gravity of the offense, or because the Council does not believe the sanction would deter future misconduct or actions. In all instances, the totality of the circumstances shall be taken into consideration in resolving the matter, including the intent of the one accused of wrongdoing.

All public officials are expected to honor the mandates set forth in the Town of Dewey-Humboldt Code of Ethics.

2.4.6 If an absence is anticipated on a Council Member Committee and that absence may impede the work of the Council Member Committee, the Council Member Committee chair or other member may request that the Mayor designate another member of the Council to attend for the absent member and serve as an alternate member of the Council Member Committee. The term for service by the alternate member will be the term designated in the appointment, or for one meeting, if no term is specified.

3 Legal and Ethical Standards.

3.1 Preamble.

The residents and businesses of Dewey-Humboldt are entitled to have fair, ethical and accountable local government. Such a government requires that public officials:

3.1.1 Comply with both the letter and the spirit of the laws and policies affecting operations of the government;

3.1.2 Be independent, impartial and fair in their judgment and actions;

3.1.3 Use their public office for the public good, not for personal gain; and

3.1.4 Conduct public deliberations and processes openly, unless legally confidential, in an atmosphere of respect and civility.

3.2 Code of Ethics.

To this end, the Dewey-Humboldt Town Council has adopted a Code of Ethics to encourage public confidence in the integrity of local government and its fair and effective operation. This Town Council Code of Ethics is composed of three documents: (1) these Town Council Rules and Procedures; (2) the Town Council Personal Code of Conduct; and (3) the Town Council Code of Teamwork and Cooperation. The Town Council Code of Ethics shall not be interpreted to conflict with other rights and responsibilities of public officials set forth in this code or Federal, State or local law. The Town Council Code of Ethics shall be considered to be the definitive document relating to ethical conduct by Dewey-Humboldt Council members.

3.3 Public Interest.

3.3.1 Recognizing that stewardship of the public interest must be their primary concern, Council members shall work for the common good of the people of Dewey-Humboldt and not for any private or personal interest. Council members must endeavor to treat all members of the public and issues before them in a fair and equitable manner.

3.3.2 Council members shall comply with the laws of the nation, the State of Arizona and the Town in the performance of their public duties. These laws include, but are not limited to: the United States and Arizona constitutions; the Dewey-Humboldt

Town ordinance; laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities and open meetings.

3.4 Conduct.

3.4.1 Council members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of the Town Council, boards, commissions, committees, staff or the public.

3.4.2 Councilmember duties shall be performed in accordance with the processes and rules of order established by the Town Council.

3.4.3 Council members shall inform themselves on public issues, listen attentively to public discussions before the body and focus on the business at hand.

3.4.4 Council decisions shall be based upon the merits and substance of the matter at hand.

3.4.5 It is the responsibility of Council members to publicly share substantive information that is relevant to a matter under consideration that they have received from sources outside of the public decision-making process with all other Council members and the public prior to taking action on the matter.

3.4.6 Appropriate Town staff should be involved when Council members meet with officials from other agencies and jurisdictions to ensure proper staff support as needed and to keep staff informed.

3.4.7 Council members shall not attend internal staff meetings or meetings between Town staff and third parties unless invited by Town staff or directed by Council to do so.

3.4.8 *Policy Role*. Council members shall respect and adhere to the council-manager structure of Dewey-Humboldt Town government as provided in State law and the Town ordinance. Council members shall support the maintenance of a positive and constructive environment for residents, businesses and Town employees.

3.4.9 *Implementation*. The Code of Ethics shall be included in the regular orientations for Town Council candidates. Council members entering office shall sign a statement affirming they have read and understand the Town of Dewey-Humboldt Town Council Code of Ethics.

3.5 Conflict of Interest.

3.5.1 In order to assure their independence and impartiality on behalf of the public good, Council members are prohibited from using their official positions to influence government decisions in which they have a financial interest or where they have an organizational responsibility or a personal relationship that would present a conflict of interest under applicable State law.

3.5.2 In accordance with State law, Council members must file annual written disclosures of their economic interests.

3.5.3 Council members shall not take advantage of services or opportunities for personal gain by virtue of their public office that are not available to the public in general.

3.5.4 Council members shall respect and preserve the confidentiality of information provided to them concerning the confidential matters of the Town. They must neither disclose confidential information without proper legal authorization nor use such information to advance the personal, financial or private interests of themselves or others.

3.5.5 Town Council members should avoid any action that could be construed as, or create the appearance of, using public office for personal gain, including use of Town stationery or other Town resources to obtain or promote personal business.

3.5.6 Public resources not available to the general public (e.g., Town staff time, equipment, supplies or facilities) shall not be used by Council members for private gain or personal purposes.

3.5.7 In keeping with their role as stewards of the public interest, Council members shall not appear on behalf of the private interests of a third party before the Town Council or any board, commission or committee or proceeding of the Town, except as permitted by law.

3.5.8 To the best of their ability, Council members shall represent the official policies and positions of the Town Council. When presenting their personal opinions or positions publicly, members shall explicitly state they do not represent the Council or the Town.

3.6 Compliance and Enforcement—All Rules.

Council members take an oath or affirmation when they assume their office in which they promise to uphold the laws of the State of Arizona, the Town of Dewey-Humboldt and the United States of America. Consistent with this oath or affirmation is the requirement of this Council policy to comply with the laws as well as report violations of the laws and policy of which they become aware.

3.6.1 Any suspected violation or alleged violation by a Councilmember must be reported to the Mayor. Any suspected violation or alleged violation by the Mayor must be reported to the Vice Mayor. In the case of a Town staff member making the report regarding a Councilmember or Mayor, the report should be made to the Town Manager who will then report it to the Mayor (or, when appropriate, the Vice Mayor). Upon report, the Town Manager and Town Attorney will assist the Mayor in following one of the 2 protocols for addressing the violation or alleged violation:

3.6.1.1 If the Mayor, Town Manager and Town Attorney all agree that the violation or alleged violation is minor in nature, the Mayor and either the Town Manager or Town Attorney may contact the individual Councilmember and advise the member of the concern and seek to resolve the matter (**Protocol 1**).

There should be wording added to state the suspected violation will be submitted in writing if time permits

Comment [SG1]: There should be wording added to state the suspected violation or alleged violation will be submitted in writing if time permits.

Comment [SG2]: There should be wording added to state contact will be made in person with written communication to follow

There should be wording added to state contact will be made in person with written communication to follow.

There should be wording added here as well about communication being in person with written communication to follow with how the committee will proceed or action to be taken.

3.6.1.2 If the Mayor, Town Manager and Town Attorney do not agree that the violation or alleged violation is minor in nature or agree that it is not minor in nature, then the Mayor shall convene a special ad hoc committee of the Mayor (who will serve as Chair), Vice Mayor and a third person selected by the Mayor and Vice Mayor (the "Ethics Committee") who will meet with the Town Manager and Town Attorney and appropriate staff and witnesses to determine how the matter may proceed, be resolved or be reported to the appropriate authorities (**Protocol 2**).

Comment [SG3]: There should be wording added here as well about communication being in person with written communication to follow with how the committee will proceed or action to be taken.

3.6.1.3 In implementing the provisions of this section, the Ethics Committee will be authorized to conduct all inquiries and investigations as necessary to fulfill their obligation.

3.6.1.4 The incident or violation is not minor if it involves the injury or potential injury to any person (e.g., physical, emotional, defamation, harassment, etc.), significant exposure to the Town Treasury or the probability for a repeat occurrence.

3.6.2 Council members wishing to report a suspected violation by a staff member should report it to both the Town Manager and Town Attorney.

Comment [SG4]: There should be wording added to state contact will be made in person with written communication to follow

There should be wording added to state contact will be made in person with written communication to follow

3.6.3 In the event any Councilmember with a role in this policy is the subject of the inquiry, the role of that official shall be assumed by the next ranking official in the chain. For example, if the Mayor is the subject of the inquiry, the Ethics Committee shall be comprised of the Vice Mayor (who will serve as Chair) and the two (2) most senior Council members (by duration on the Council). If the Town Manager or Town Attorney is the subject, the Committee will exclude that individual.

3.6.4 The term "committee" or "Ethics Committee" is used for ease of reference only as it is not intended by this policy to create a permanent or standing committee but, rather, to assemble the officials necessary to review complaints should the need arise.

3.6.5 This policy and the protocols set forth are alternatives to any remedy that might otherwise be available or prudent. In order to ensure good government, any individual, including the Town Manager and Town Attorney, who believes a violation may have occurred is hereby authorized to report the violation to other appropriate authorities.

4 Communications.

4.1 Written Communications.

Written communications addressed to the Town Council are to be referred to the Town Clerk for forwarding to the Council.

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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 MEETING
July 9, 2013– 2 pm Town Council Meeting Chambers

Agenda Item # 3.2 Continuation of May 21st discussion of "requiring any individual or business entity in which the Town enters into a contractual agreement, to be in "Good Standing" prior to executing the contract or agreement". Review of the Town Attorney opinion and direction to staff.

To: **Mayor and Town Council Members**

From: **Yvonne Kimball, Town Manager**

Date submitted: July 3, 2013

Recommendation: Further define the "good standing" requirement.

Summary:
At the May 21st Council meeting, the Council discussed the subject of "requiring any individual or business entity in which the Town enters into a contractual agreement, to be in 'good standing' prior to executing the contract or agreement" submitted by Mr. David Nystrom and sponsored by CM Wright. The Council appeared to be in favor of implementing the suggestion and directed staff to further look into its implementation.

The Town Attorney has reviewed this subject and provided their comments. The memorandum is being provided to the council members separately as "privileged" information.

It is our recommendation that the Council review and discuss the issues raised by the Attorneys and provide further directions if you wish to proceed further in this matter.

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TOWN COUNCIL MEETING
July 9, 2013– 2 pm Town Council Meeting Chambers

Agenda Item # 3.3 "Development Fees" council discussion on and next steps to comply with A.R.S. 9-463.05. Discussion and direction.

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

Recommendation: Discontinue "impact (development) fee" collection (Ordinance 09-59). If the Council agrees to the recommendation, acknowledge your agreement and no direction is needed. If Council wishes to continue the program, direct staff to take necessary steps to implement the program beginning August 1, 2014.

Date submitted: July 3, 2013

Summary:
At the April 16th meeting, I discussed with the Council the "development (impact) fee" issue. I recommended that the Council consider discontinuing impact fees effective August 1, 2014 (ARS 9-463.05 which was adopted in 2011 stipulates that municipalities must adopt new development fees if they want to collect development fees after August 1, 2014; the current development fees will expire on July 31, 2014). The Council directed this to be placed on a study session in order to have further discussion. Since the April meeting, I have gathered additional information; however, it further supports my recommendation of discontinuing impact fees (but monitor growth annually). I also provided the Council with quite a few reading materials, including attorneys' memorandums, the 2009 Infrastructure Plan and Development Fee Study and the Town's 2009 Impact Fee Ordinance.

Development fees are designed to handle growth. It is established under the belief that growth should pay its own way (the cost for municipal services) and should not burden the existing residents. Development fee programs are nationwide, especially in areas that have seen tremendous growth in a very short period, such as Arizona.

First and foremost, when we consider Development (impact) fees, we have to look at growth.

In 2006, the Town issued 70 permits for new homes. 2007 saw 41 permits. In 2008 and 2009, when the current impact fee program was established, the Town was projecting 60 new single family houses each year. This growth rate would justify a robust development fee program to ensure sustainability. The current impact fee for a single family home is $2,963. Therefore, a mandatory pre-impact fee impact fee study of $57,000 would perhaps be a worthwhile investment for all the development fees the Town was projecting to collect throughout the next 20 years. However, the reality is the Town's growth did not last long past 2007: in 2008 – 14 new house permits, 2009 – 6, 2010 – 10, 2011 – 2, 2012 – 4. In 2013, we have processed 5 permits for new houses. Although the housing market and the economy is on the uptake, I do not believe the growth rate would be as high as in 2007. In fact, according to the State of

Attachment: population estimates (CYMPO information), League's 2013 impact fee data, D-H current development fee schedule

Arizona Department of Administration 2011's data, D-H's population forecast in 2030 is 4,295 persons (D-H has a population of 3894 based on 2010's census). Our growth rate is the lowest in the quad-city area (see attached CYMPO population data).

Now, let's take a look at the state laws governing development fees. The law changed so significantly in 2011 that it becomes more stringent and requires a more cumbersome process for impact fee programs beginning August 1, 2014. From an operation standpoint, it is not worthwhile to have impact fees for small towns. It holds especially true for D-H when the Town only provides very limited services and does not have bond obligations or has no plan for utilizing bonds in the near future. In fact, many small towns have opted not to have impact fees before August 1, 2014 arrives (see attached League data) and I believe most, if not all, of these towns would not resume the program after August 1, 2014. 90% of those small towns provide more municipal services than D-H and many have bonds to pay off; comparing with them, D-H's situation would not warrant implementing development fees under the new law.

How would the new law affect us, D-H specifically?

Currently according to 2009's ordinance, the Town charges (residential and non-residential developments) impact fees on community facilities, library, law enforcement, general government and transportation (page 3 of Ordinance 09-59). The impact fees the Town collected can be used within 20 years.

The new law requires that beginning August 1, 2014 municipalities can impose development fees on these "necessary public services" that have a life expectancy of three or more years: water facilities, waste water facilities, storm water/drainage and flood control facilities, library facilities of up to 10,000 sq. ft. that provide a direct benefit to development, not including equipment, vehicles or appurtenances, street facilities located in the service area and any facility that was financed and for which pledges of development fees were made for bonds issued for the facilities. Reviewing that list, D-H would only be able to collect street and maybe storm water development fees since we do not have plans for a large park or police station development. Even for the street or drainage development fees, they are to be utilized for "new" roads/drainage. With about 10 new houses each year, the impact fees the Town would have collected would only be a fraction of the costs for any "new" facilities. Further, the impact fees collected have to be used properly in 5 years or otherwise, to be returned to the developers.

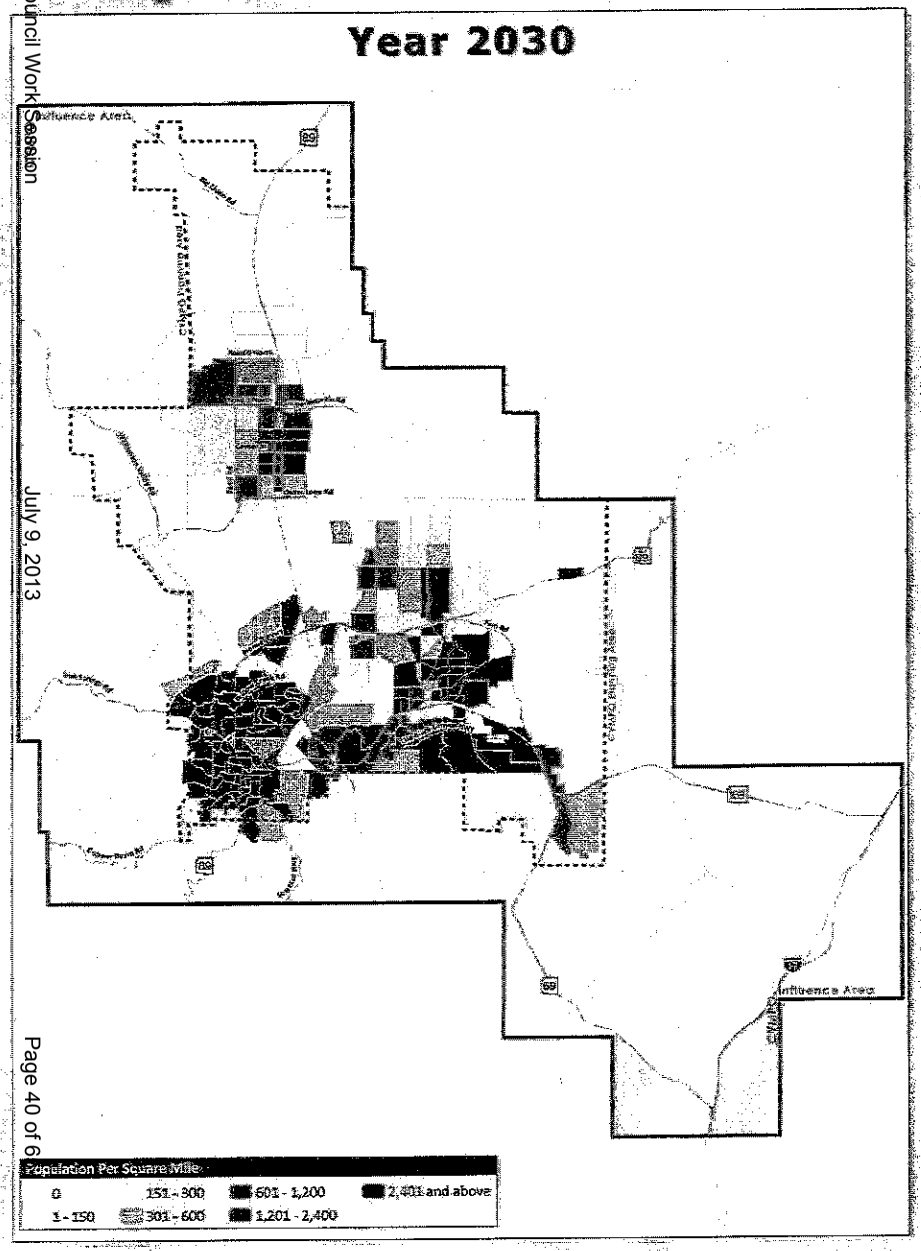
In addition to the above, in order to impose "development fees", a municipality is required to conduct a study by qualified professionals. I met with TischlerBise, the firm who conducted the Town's 2009 study. The verbal quote to conduct a study was $30,000 which can be absorbed by the new fee schedule. Judging from the present growth situation, the Town may be able to collect $6000 in development fees annually; as such the Town would be able to use the development fees collected to pay for the study in the fifth year; but the Town wouldn't be able to collect enough fees to do what they are intended for, i.e. growth related new constructions. Let alone other administrative costs and auditing expense every year, the expense of implementing the development fee program exceeds the benefits of the program. The implementation process is also onerous (see the Town Attorney July 11, 2011 memo in your reading materials).

Once again, I recommend the Town discontinue the "impact (development) fee" program beginning August 1, 2014. I would further recommend that the Town staff monitor the growth

and potential state law changes on this in 2014 as the Town can elect to re-start the program any time so long as the procedure to implement the fees are followed.

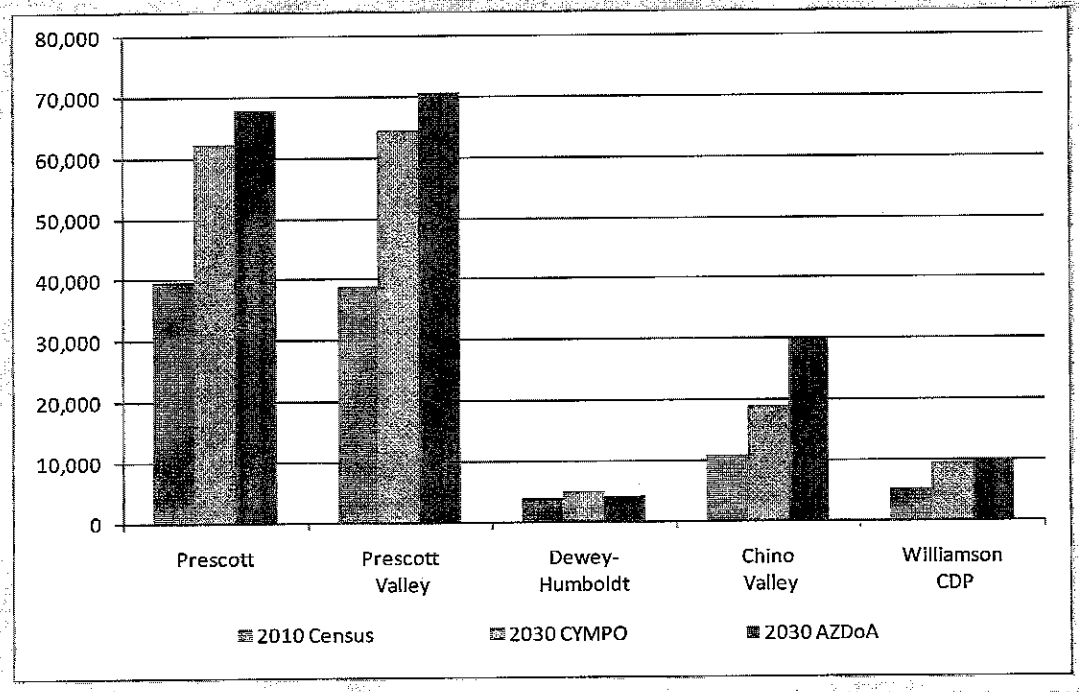
Nevertheless, if the Council believes that it would be beneficial to continue the impact fee program beginning August 1, 2014, staff will have to locate the consultant for the study immediately as the process to implement takes about 12 months. For the process, please refer to the Town Attorney's July 11, 2011 memo (memo has been provided - is not attached.)

Project Elements – 2030 Population Estimates



	Year 2010 Census	Year 2030 CYMPO	2030 AZDoA	Growth Rate
Prescott	39,843	62,245	68,099	2.81%
Prescott Valley	38,822	64,703	70,739	3.33%
Dewey-Humboldt	3,894	5,161	4,295	1.63%
Chino Valley	10,817	19,038	30,286	3.80%
Williamson CDP	5,438	9,640	9,814	3.86%
CYMPO Planning Area	121,783	205,935		3.45%
Total Influence Area	131,406	225,998		3.60%

Population estimates from the Arizona Department of Administration (AZDoA)



JACOBS

2013 Municipal Development/Impact Fee Survey

City/Town	Impact Fees?	One Fee Schedule?	Service areas	Effective Date	In-House Analysis or Consultant	Cost of Most Recent Fee Study	Advisory Committee Option	Biennial Audit Option	Total Impact Fees for Single-Family Residential Unit	
Apache Junction	Y	Y		2012	Consultant	$76,000.00	Undecided		$9,139	
Avondale	Y	Y		1998	Consultant	$120,000.00		Y	$16,298	
Benson	Y	N	3	2003	Consultant	$60,000.00	Y		$845 flat fee + water/sewer	
Benson-Infill Area	Y								$500 flate fee	
Benson-Whetstone Ranch Area	Y								$650 flat fee	
Bisbee	N	No Impact Fees								
Buckeye	Y	N	5 total, 3 active	2005	Consultant	$95,000.00		Y	See below	
Buckeye-Zone 1	Y								$11,062	
Buckeye-Zone 2	Y								$11,766	
Buckeye-Zone 3	Y								$12,410	
Bullhead City	Y	Y		1998	Consultant	$30,000.00	Neither		$721	
Camp Verde	N	No Impact Fees								
Carefree	N	No Impact Fees								
Casa Grande	Y	Y		2001	Consultant	$53,300.00		Y	$10,642	
Cave Creek	Y	N	2	2000	Consultant	$100,000.00		Y	$17,903	
Chandler	Y	Y		1997	Consultant	$131,555.00		Y	$20,009	*Some fees not charged citywide
Chino Valley	Y	Y		2002	Consultant	$72,000.00	Undecided		$3,804	
Clarkdale	N	No Impact Fees								
Clifton	N	No Impact Fees								
Colorado City	N	No Impact Fees								
Coolidge	Y	Y		2004	Consultant	$93,000.00			$10,106	
Cottonwood	Y	Y		2007	Consultant	$56,000.00		Y	$5,843	
Dewey-Humboldt	Y	Y		2006	Consultant	$50,800.00		Y	$1,575	
Douglas	Y	Y		2009	Consultant	$9,375.00	Y		$3,500	
Duncan	N	No Impact Fees								
Eagar	N	No Impact Fees								
El Mirage	N	No Impact Fees								
Eloy	Y	Y		2003	Consultant	$4900.00 (to update fees)		Y	$3,535	
Flagstaff	Y	Y		2009	Consultant	$5,000.00		Y	$675	
Florence	Y	Y		2003	Consultant	$89,100.00		Y	$10,884	
Fountain Hills	Y	Y		2000	Consultant	$60,000.00		Y	$8,130	
Fredonia	N	No Impact Fees								
Gila Bend	Y	Y		2009	Consultant	$27,000.00	Y		$6,168	
Gilbert	Y	Y		2004	Consultant	$131,200.00	Y		$18,532	
Glendale	Y	Y		1998	Consultant	$150,000.00	Undecided		$6,186	
Globe	N	No Impact Fees								
Goodyear	Y	N	3	1986	Consultant	$159,200.00		Y	See below	
Goodyear-South	Y								$12,434	
Goodyear-North	Y								$12,086	
Goodyear-Sonoran Valley	N								$0	
Guadalupe	N	No Impact Fees								
Hayden	N	No Impact Fees								
Holbrook	N	No Impact Fees								
Huachuca City	N	No Impact Fees								
Jerome	N	No Impact Fees								
Kearny	N	No Impact Fees								
Kingman	Y	Y		2005	Consultant			Y	$1,600	
Lake Havasu City	N	No Impact Fees								
Litchfield Park	N	No Impact Fees								
Mammoth	N	No Impact Fees								
Marana	Y	N	3	2001	Consultant			Y	See below	
Marana-Northwest	Y								$17,611	
Marana-Northeast	Y								$10,918	
Marana-South	Y								$9,090	
Maricopa	Y	Y		2005	Consultant	$67,000.00		Y	$4,833	
Mesa	Y	Y		1998	Consultant	$156,750.00		Y	$7,505	
Miami	N	No Impact Fees								
Nogales	Y	Y		2004	Consultant	$23,000.00	Undecided		See below	
Nogales-Inside City									$4,986	
Nogales-Outside City	Y								$6,232	
Oro Valley	Y	Y		2008	Consultant	$47,000.00		Y	$10,564	
Page	N	No Impact Fees								
Paradise Valley	Y	Y		1999	Consultant		Undecided		$18,532	
Parker	N	No Impact Fees								
Patagonia	N	No Impact Fees								
Payson	Y	Y		1996	Consultant		Y		$9,405	*Based on maximum water fee
Peoria-Northern	Y	N	4	1990	Consultant	$160,000.00	Undecided		$18,874	

Note: Please understand that impact fees for some cities have been simplified for the purposes of this spreadsheet. For more specific information and estimates, please contact cities directly.

2013 Municipal Development/Impact Fee Survey

City/Town	Impact Fees?	One Fee Schedule?	Service areas	Effective Date	In-House Analysis or Consultant	Cost of Most Recent Fee Study	Advisory Committee Option	Biennial Audit Option	Total Impact Fees for Single-Family Residential Unit
Peoria-Central	Y								$16,018
Peoria-Southern	Y								$13,014
Phoenix	Y	N	14	1988	Consultant	$175,000.00		Y	See below
Phoenix-Ahwatukee West	Y								$8,101
Phoenix-Ahwatukee East	Y								$6,226
Phoenix-Deer Valley I	Y								$13,837
Phoenix-Deer Valley II	Y								$13,216
Phoenix-Deer Valley III	Y								$13,216
Phoenix-Deer Valley IV	Y								$13,574
Phoenix-Deer Valley V	Y								$14,845
Phoenix-Desert View	Y								$11,882
Phoenix-Estrella North	Y								$8,867
Phoenix-Estrella South	Y								$11,180
Phoenix-Laveen West	Y								$9,680
Phoenix-Laveen East	Y								$8,377
Phoenix-North Gateway West									
Phoenix-North Gateway Black Canyon									
Pima	N	No Impact Fees							
Pinetop-Lakeside	Y	Y		2006	Consultant	$56,000.00		Y	$1,894
Prescott	Y	Y		1995	Consultant	$290,000.00		Y	$14,685
Prescott Valley	Y	Y		1995	Consultant	$36,000.00	Y		$6,734
Quartzsite	N	No Impact Fees							
Queen Creek	Y	Y		1996	Consultant	$84,000.00		Y	$13,883
Safford	Y	Y		1997	Consultant	$10,400.00		Y	$5,158
Sahuarita	N	No Impact Fees							
San Luis	Y	Y		2003	Consultant	Not sure	Neither		$2,567
Scottsdale	Y	Y		1972	Consultant	$100,000.00	Undecided		$4,667
Sedona	Y	Y		1998	Consultant	$15,000 (to update)		Y	$9,235
Show Low	Y	Y		1999	Consultant	$104,405.00			$1,849
Sierra Vista	Y	Y		2007	Consultant	$68,700.00		Y	$3,845
Snowflake	N	No Impact Fees							
Somerton	Y	Y			Consultant	$37,000.00	Y		$7,226
South Tucson	Did Not Report								
Springerville	N	No Impact Fees							
St. Johns	N	No Impact Fees							
Star Valley	N	No Impact Fees							
Superior	N	No Impact Fees							
Surprise	Y	N	6	2000	Consultant	$285,000.00		Y	See below
Surprise-SPA 1	Y								$12,595
Surprise-SPA 2	Y								$16,192
Surprise-SPA 3	Y								$15,873
Surprise-SPA 4	Y								$16,192
Surprise-SPA 5	Y								$15,873
Surprise-SPA 6	Y								$16,192
Taylor	N	No Impact Fees							
Tempe	Y	Y							$6,363
Thatcher	N	No Impact Fees							
Tolleson	Y	Y		2001	Consultant	$79,000.00		Y	$5,594
Tucson	Y	Y		2006	Done mostly in house	$20,000.00	Undecided		$6,318
Tusayan	N	No Impact Fees							
Wellton	N	No Impact Fees							
Wickenburg	Y	Y		1997	Consultant	$20,000.00 (to update)	Y		$6,365
Willcox	N	No Impact Fees							
Williams	Y	Y		2005				Y	$5,606
Winkelman	N	No Impact Fees							
Winslow	N	No Impact Fees							
Youngtown	N	No Impact Fees							
Yuma	Y	Y		2006	Consultant	$71,295.00	Y		$2,732

*Calculated for a home with 1,800 sq. ft. of living space

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Fire	Police
Apache Junction		$294
Avondale	$943	$326
Benson	$440	included with fire
Benson-Infill Area		
Benson-Whetstone Ranch Area		
Bisbee	NO IMPACT FEES	
Buckeye-Zone 1	$1,178	$506
Buckeye-Zone 2	$1,178	$506
Buckeye-Zone 3	$1,178	$506
Bullhead City		
Camp Verde	NO IMPACT FEES	
Carefree	NO IMPACT FEES	
Casa Grande	$646	$345
Cave Creek		
Chandler	$344	$164
Chino Valley		$294
Clarkdale	NO IMPACT FEES	
Clifton	NO IMPACT FEES	
Colorado City	NO IMPACT FEES	
Coolidge	$954	$697
Cottonwood		
Dewey-Humboldt		
Douglas		
Duncan	NO IMPACT FEES	
Eagar	NO IMPACT FEES	
El Mirage	NO IMPACT FEES	
Eloy		$359
Flagstaff	$444	$231
Florence	$1,096	$913
Fountain Hills	$207	$112
Fredonia	NO IMPACT FEES	
Gila Bend	$1,050	$480
Gilbert	$1,100	$646
Glendale	$317	$252
Globe	NO IMPACT FEES	
Goodyear-South	$1,057	$377
Goodyear-North	$1,057	$377

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Fire	Police
Goodyear-Sonoran Valley	NO IMPACT FEES	
Guadalupe	NO IMPACT FEES	
Hayden	NO IMPACT FEES	
Holbrook	NO IMPACT FEES	
Huachuca City	NO IMPACT FEES	
Jerome	NO IMPACT FEES	
Kearny	NO IMPACT FEES	
Kingman		
Lake Havasu City	NO IMPACT FEES	
Litchfield Park	NO IMPACT FEES	
Mammoth	NO IMPACT FEES	
Marana-Northwest		
Marana-Northeast		
Marana-South		
Maricopa	$836	$68
Mesa	$272	$402
Miami		
Nogales-Inside City		
Nogales-Outside City		
Oro Valley		$296
Page	NO IMPACT FEES	
Paradise Valley		
Parker	NO IMPACT FEES	
Patagonia	NO IMPACT FEES	
Payson	$500 (combined with Police)	
Peoria-Northern	$683	$452
Peoria-Central	$683	$452
Peoria-Southern	$683	$452
Phoenix-Ahwatukee West	$372	$149
Phoenix-Ahwatukee East	$372	$149
Phoenix-Deer Valley I	$328	$177
Phoenix-Deer Valley II	$328	$177
Phoenix-Deer Valley III	$328	$177
Phoenix-Deer Valley IV	$328	$177
Phoenix-Deer Valley V	$328	$177
Phoenix-Desert View	$328	$177
Phoenix-Estrella North	$293	$170

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Fire	Police
Phoenix-Estrella South	$293	$170
Phoenix-Laveen West	$293	$170
Phoenix-Laveen East	$293	$170
Phoenix-North Gateway West		
Phoenix-North Gateway Black Canyon		
Pima	NO IMPACT FEES	
Pinetop-Lakeside		$201
Prescott	$525	$589
Prescott Valley		$443
Quartzsite	NO IMPACT FEES	
Queen Creek	$693	$704
Safford		
Sahuarita	NO IMPACT FEES	
San Luis	$149	$238
Scottsdale		
Sedona		$313
Show Low		
Sierra Vista	$266	$226
Snowflake	NO IMPACT FEES	
Somerton	$590 (police included)	
South Tucson	DID NOT REPORT	
Springerville	NO IMPACT FEES	
St. Johns	NO IMPACT FEES	
Star Valley	NO IMPACT FEES	
Superior	NO IMPACT FEES	
Surprise-SPA 1	$688	$371
Surprise-SPA 2	$688	$371
Surprise-SPA 3	$688	$371
Surprise-SPA 4	$688	$371
Surprise-SPA 5	$688	$371
Surprise-SPA 6	$688	$371
Taylor	NO IMPACT FEES	
Tempe		
Thatcher	NO IMPACT FEES	
Tolleson	$660	$541
Tucson	$380	$520
Tusayan	NO IMPACT FEES	

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Fire	Police
Wellton	NO IMPACT FEES	
Wickenburg		
Willcox	NO IMPACT FEES	
Williams	$0.24 / sq. ft.	$0.13 / sq. ft.
Winkelman		
Winslow	$245	$561
Youngtown	NO IMPACT FEES	
Yuma	$339	$506

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Cultural	Parks	Recreational Facility	Open Space
Apache Junction		$1,801		
Avondale		$1,178		
Benson		$245		
Benson-Infill Area				
Benson-Whetstone Ranch Area				
Bisbee	NO IMPACT FEES			
Buckeye-Zone 1		$1,109		
Buckeye-Zone 2		$1,109		
Buckeye-Zone 3		$1,109		
Bullhead City				
Camp Verde	NO IMPACT FEES			
Carefree	NO IMPACT FEES			
Casa Grande		$1,415		
Cave Creek		Eliminated		
Chandler		$3,740		
Chino Valley		$369		
Clarkdale	NO IMPACT FEES			
Clifton	NO IMPACT FEES			
Colorado City	NO IMPACT FEES			
Coolidge		$3,335		
Cottonwood				
Dewey-Humboldt				
Douglas				
Duncan	NO IMPACT FEES			
Eagar	NO IMPACT FEES			
El Mirage	NO IMPACT FEES			
Eloy		$420		
Flagstaff				
Florence		$857		
Fountain Hills		$2,118		
Fredonia	NO IMPACT FEES			
Gila Bend		$2,995		
Gilbert		$4,547		
Glendale		$625		
Globe	NO IMPACT FEES			
Goodyear-South		$939		

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Cultural	Parks	Recreational Facility	Open Space
Goodyear-North		$939		
Goodyear-Sonoran Valley	NO IMPACT FEES			
Guadalupe	NO IMPACT FEES			
Hayden	NO IMPACT FEES			
Holbrook	NO IMPACT FEES			
Huachuca City	NO IMPACT FEES			
Jerome	NO IMPACT FEES			
Kearny	NO IMPACT FEES			
Kingman				
Lake Havasu City	NO IMPACT FEES			
Litchfield Park	NO IMPACT FEES			
Mammoth	NO IMPACT FEES			
Marana-Northwest		$3,294		
Marana-Northeast		$3,294		
Marana-South		$3,294		
Maricopa		$1,323		
Mesa		$1,122		
Miami	NO IMPACT FEES			
Nogales-Inside City				
Nogales-Outside City				
Oro Valley		$555		
Page	NO IMPACT FEES			
Paradise Valley				
Parker	NO IMPACT FEES			
Patagonia	NO IMPACT FEES			
Payson		$1,000		
Peoria-Northern		$2,622		
Peoria-Central		$2,622		
Peoria-Southern		$2,622		
Phoenix-Ahwatukee West		$977		
Phoenix-Ahwatukee East		$977		
Phoenix-Deer Valley I		$2,968		
Phoenix-Deer Valley II		$2,968		
Phoenix-Deer Valley III		$2,968		
Phoenix-Deer Valley IV		$2,968		
Phoenix-Deer Valley V		$1,613		

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Cultural	Parks	Recreational Facility	Open Space
Phoenix-Desert View		$1,613		
Phoenix-Estrella North		$2,011		
Phoenix-Estrella South		$2,011		
Phoenix-Laveen West		$2,011		
Phoenix-Laveen East		$2,011		
Phoenix-North Gateway West				
Phoenix-North Gateway Black Canyon				
Pima	NO IMPACT FEES			
Pinetop-Lakeside		$916		
Prescott		$715		
Prescott Valley		$1,716		
Quartzsite	NO IMPACT FEES			
Queen Creek		$4,325		
Safford				
Sahuarita	NO IMPACT FEES			
San Luis		$705		
Scottsdale				
Sedona		$5,932		
Show Low		$557		
Sierra Vista		$1,700		
Snowflake	NO IMPACT FEES			
Somerton		$170		
South Tucson	DID NOT REPORT			
Springerville	NO IMPACT FEES			
St. Johns	NO IMPACT FEES			
Star Valley	NO IMPACT FEES			
Superior				
Surprise-SPA 1		$785		
Surprise-SPA 2		$785		
Surprise-SPA 3		$785		
Surprise-SPA 4		$785		
Surprise-SPA 5		$785		
Surprise-SPA 6		$785		
Taylor	NO IMPACT FEES			
Tempe		$470		
Thatcher	NO IMPACT FEES			

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Cultural	Parks	Recreational Facility	Open Space
Tolleson				
Tucson		$1,548		
Tusayan	NO IMPACT FEES			
Wellton	NO IMPACT FEES			
Wickenburg		$2,052		
Willcox	NO IMPACT FEES			
Williams		$0.25 / sq. ft		
Winkelman	NO IMPACT FEES			
Winslow	NO IMPACT FEES			
Youngtown	NO IMPACT FEES			
Yuma		$1,011		

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Administration Charges	Library	Public Facilities	Other
Apache Junction		$721		
Avondale		$345		Gen. Gov't (pledged for bonds) $905
Benson	$160			
Benson-Infill Area				
Benson-Whetstone Ranch Area				
Bisbee	NO IMPACT FEES			
Buckeye-Zone 1		$165		
Buckeye-Zone 2		$165		
Buckeye-Zone 3		$165		
Bullhead City				
Camp Verde	NO IMPACT FEES			
Carefree	NO IMPACT FEES			
Casa Grande				Gen. Gov't $481
Cave Creek				Public Bldg $979
Chandler		$75		Public Bldg $97
Chino Valley		$113		
Clarkdale	NO IMPACT FEES			
Clifton	NO IMPACT FEES			
Colorado City	NO IMPACT FEES			
Coolidge		$599		
Cottonwood				
Dewey-Humboldt				
Douglas				
Duncan	NO IMPACT FEES			
Eagar	NO IMPACT FEES			
El Mirage	NO IMPACT FEES			
Eloy		$67		
Flagstaff				
Florence				
Fountain Hills		$79		
Fredonia	NO IMPACT FEES			
Gila Bend	$614	$492		
Gilbert				

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Administration Charges	Library	Public Facilities	Other
Glendale		$398		
Globe	NO IMPACT FEES			
Goodyear-South		$138		
Goodyear-North		$138		
Goodyear-Sonoran Valley	NO IMPACT FEES			
Guadalupe	NO IMPACT FEES			
Hayden	NO IMPACT FEES			
Holbrook	NO IMPACT FEES			
Huachuca City	NO IMPACT FEES			
Jerome	NO IMPACT FEES			
Kearny	NO IMPACT FEES			
Kingman				
Lake Havasu City	NO IMPACT FEES			
Litchfield Park	NO IMPACT FEES			
Mammoth	NO IMPACT FEES			
Marana-Northwest				
Marana-Northeast				
Marana-South				
Maricopa		$17		
Mesa		$464		
Miami	NO IMPACT FEES			
Nogales-Inside City				
Nogales-Outside City				
Oro Valley		$231		
Page	NO IMPACT FEES			
Paradise Valley				
Parker	NO IMPACT FEES			
Patagonia	NO IMPACT FEES			
Payson				
Peoria-Northern		$277		Gen. Gov't $567
Peoria-Central		$277		Gen. Gov't $567
Peoria-Southern		$277		Gen. Gov't $567
Phoenix-Ahwatukee West	$131	$183		
Phoenix-Ahwatukee East	$90			
Phoenix-Deer Valley I	$169			

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Administration Charges	Library	Public Facilities	Other
Phoenix-Deer Valley II	$163			
Phoenix-Deer Valley III	$163			
Phoenix-Deer Valley IV	$166			
Phoenix-Deer Valley V	$179	$53		
Phoenix-Desert View	$150	$53		
Phoenix-Estrella North	$121	$46		
Phoenix-Estrella South	$144	$46		
Phoenix-Laveen West	$134	$46		
Phoenix-Laveen East	$121	$46		
Phoenix-North Gateway West				
Phoenix-North Gateway Black Canyon				
Pima	NO IMPACT FEES			
Pinetop-Lakeside		$132		
Prescott		$253		
Prescott Valley		$1,589		
Quartzsite	NO IMPACT FEES			
Queen Creek		$1,370	$1,218	
Safford				
Sahuarita	NO IMPACT FEES			
San Luis		County District		
Scottsdale				
Sedona				
Show Low		$180		
Sierra Vista		$72		
Snowflake	NO IMPACT FEES			
Somerton				
South Tucson	DID NOT REPORT			
Springerville	NO IMPACT FEES			
St. Johns	NO IMPACT FEES			
Star Valley	NO IMPACT FEES			
Superior	NO IMPACT FEES			
Surprise-SPA 1		$133	$109	Gen. Gov't $661
Surprise-SPA 2		$133	$109	Gen. Gov't $661
Surprise-SPA 3		$133	$109	Gen. Gov't $661

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Administration Charges	Library	Public Facilities	Other
Surprise-SPA 4		$133	$109	Gen. Gov't $661
Surprise-SPA 5		$133	$109	Gen. Gov't $661
Surprise-SPA 6		$133	$109	Gen. Gov't $661
Taylor	NO IMPACT FEES			
Tempe				
Thatcher	NO IMPACT FEES			
Tolleson				
Tucson				
Tusayan	NO IMPACT FEES			
Wellton	NO IMPACT FEES			
Wickenburg		$745		
Willcox	NO IMPACT FEES			
Williams		$0.29 / sq. ft.		
Winkelman	NO IMPACT FEES			
Winslow	NO IMPACT FEES			
Youngtown	NO IMPACT FEES			
Yuma				$20

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Street facilities
Apache Junction	$6,323
Avondale	$1,857
Benson	
Benson-Infill Area	
Benson-Whetstone Ranch Area	
Bisbee	NO IMPACT FEES
Buckeye-Zone 1	$246
Buckeye-Zone 2	$246
Buckeye-Zone 3	$246
Bullhead City	
Camp Verde	NO IMPACT FEES
Carefree	NO IMPACT FEES
Casa Grande	$3,465
Cave Creek	Transportation $1,119
Chandler	$3,983
Chino Valley	$3,028
Clarkdale	NO IMPACT FEES
Clifton	NO IMPACT FEES
Colorado City	NO IMPACT FEES
Coolidge	$1,970
Cottonwood	
Dewey-Humboldt	$1,575
Douglas	
Duncan	NO IMPACT FEES
Eagar	NO IMPACT FEES
El Mirage	NO IMPACT FEES
Eloy	
Flagstaff	
Florence	$583
Fountain Hills	$5,614
Fredonia	NO IMPACT FEES
Gila Bend	$537 for all public works
Gilbert	$423
Glendale	$694
Globe	NO IMPACT FEES
Goodyear-South	$941

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Street facilities
Goodyear-North	$593
Goodyear-Sonoran Valley	NO IMPACT FEES
Guadalupe	NO IMPACT FEES
Hayden	NO IMPACT FEES
Holbrook	NO IMPACT FEES
Huachuca City	NO IMPACT FEES
Jerome	NO IMPACT FEES
Kearny	NO IMPACT FEES
Kingman	
Lake Havasu City	NO IMPACT FEES
Litchfield Park	NO IMPACT FEES
Mammoth	NO IMPACT FEES
Marana-Northwest	$7,372
Marana-Northeast	$7,624
Marana-South	$3,465
Maricopa	$2,589
Mesa	
Miami	NO IMPACT FEES
Nogales-Inside City	
Nogales-Outside City	
Oro Valley	$1,933
Page	NO IMPACT FEES
Paradise Valley	
Parker	NO IMPACT FEES
Patagonia	NO IMPACT FEES
Payson	$1,235
Peoria-Northern	Transportation $8,160
Peoria-Central	Transportation $5,304
Peoria-Southern	Transportation $2,300
Phoenix-Ahwatukee West	$1,834
Phoenix-Ahwatukee East	
Phoenix-Deer Valley I	$3,403
Phoenix-Deer Valley II	$3,403
Phoenix-Deer Valley III	$3,403
Phoenix-Deer Valley IV	$3,403
Phoenix-Deer Valley V	$1,273

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Street facilities
Phoenix-Desert View	$1,273
Phoenix-Estrella North	$1,591
Phoenix-Estrella South	$1,591
Phoenix-Laveen West	$1,591
Phoenix-Laveen East	$1,591
Phoenix-North Gateway West	
Phoenix-North Gateway Black Canyon	
Pima	NO IMPACT FEES
Pinetop-Lakeside	$645
Prescott	$469
Prescott Valley	$2,986
Quartzsite	NO IMPACT FEES
Queen Creek	$631
Safford	
Sahuarita	NO IMPACT FEES
San Luis	
Scottsdale	
Sedona	$1,917
Show Low	$1,112
Sierra Vista	$1,581
Snowflake	NO IMPACT FEES
Somerton	$302
South Tucson	DID NOT REPORT
Springerville	NO IMPACT FEES
St. Johns	NO IMPACT FEES
Star Valley	NO IMPACT FEES
Superior	NO IMPACT FEES
Surprise-SPA 1	
Surprise-SPA 2	$5,715
Surprise-SPA 3	$5,396
Surprise-SPA 4	$5,715
Surprise-SPA 5	$5,396
Surprise-SPA 6	$5,715
Taylor	NO IMPACT FEES
Tempe	
Thatcher	NO IMPACT FEES

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Street facilities
Tolleson	$799
Tucson	$3,870
Tusayan	NO IMPACT FEES
Wellton	NO IMPACT FEES
Wickenburg	$439
Willcox	NO IMPACT FEES
Williams	$0.74 / sq. ft.
Winkelman	NO IMPACT FEES
Winslow	NO IMPACT FEES
Youngtown	NO IMPACT FEES
Yuma	$856

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town		Waste Water	Stormwater /Flood Control	Other	
Apache Junction					
Avondale	$5,251	$5,493			
Benson	$3,630 - $90,750	$2,300 - $58,250			
Benson-Infill Area					
Benson-Whetstone Ranch Area					
Bisbee	NO IMPACT FEES				
Buckeye-Zone 1	$3,395	$4,042		Relcaimed Water $127; Water Resources 294	
Buckeye-Zone 2	$2,280	$5,861		Relcaimed Water $127; Water Resources 294	
Buckeye-Zone 3	$4,472	$4,313		Relcaimed Water $127; Water Resources 294	
Bullhead City	$721				
Camp Verde	NO IMPACT FEES				
Carefree	NO IMPACT FEES				
Casa Grande		$4,290			
Cave Creek	$8,248	$7,557			*Based on .75" displacem
Chandler	$5,053	$6,553			*Water resource fee of $34
Chino Valley					
Clarkdale	NO IMPACT FEES				
Clifton	NO IMPACT FEES				
Colorado City	NO IMPACT FEES				
Coolidge		$2,551			
Cottonwood	$3,393	$2,450			*Based on .625" displacem
Dewey-Humboldt					
Douglas	$1,400	$2,100			
Duncan	NO IMPACT FEES				
Eagar	NO IMPACT FEES				
El Mirage	NO IMPACT FEES				
Eloy	$1,522	$1,167			
Flagstaff					
Florence	$3,330	$4,105			
Fountain Hills					
Fredonia	NO IMPACT FEES				
Gila Bend	$537 for all public works	$537 for all public works	$537 for all public works		
Gilbert	$5,042	$5,866			
Glendale	$3,420	$480			
Globe	NO IMPACT FEES				
Goodyear-South	$4,789	$4,193			
Goodyear-North	$4,789	$4,193			
Goodyear-Sonoran Valley	NO IMPACT FEES				

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Water	Waste Water	Stormwater /Flood Control	Other	
Guadalupe	NO IMPACT FEES				
Hayden	NO IMPACT FEES				
Holbrook	NO IMPACT FEES				
Huachuca City	NO IMPACT FEES				
Jerome	NO IMPACT FEES				
Kearny	NO IMPACT FEES				
Kingman		$91 / fixture unit			
Lake Havasu City	NO IMPACT FEES				
Litchfield Park	NO IMPACT FEES				
Mammoth	NO IMPACT FEES				
Marana-Northwest	$2,331	$4,544	$500/acre; $70/SFR		
Marana-Northeast					
Marana-South	$2,331				*Served by Pima County W
Maricopa					
Mesa	$2,220	$2,659	$366		
Miami	NO IMPACT FEES				
Nogales-Inside City	$2,786	$110 / fixture unit	County	Sewer Connection $500	*Based on .75" displaceme
Nogales-Outside City	$3,482	$137.50 / fixture unit	County	Sewer Connection $500	*Based on .75" displaceme
Oro Valley	$7,549				
Page	NO IMPACT FEES				
Paradise Valley		$18,532			
Parker	NO IMPACT FEES				
Patagonia	NO IMPACT FEES				
Payson	$7,570				*Maximum fee
Peoria-Northern	$3,269	$1,923		Water Resource $621; Solid Waste $300	
Peoria-Central	$3,269	$1,923		Water Resource $621; Solid Waste $300	
Peoria-Southern	$3,269	$1,923		Water Resource $621; Solid Waste $300	
Phoenix-Ahwatukee West	$2,726	$1,729			
Phoenix-Ahwatukee East	$2,726	$1,729			
Phoenix-Deer Valley I	$5,110	$1,682			
Phoenix-Deer Valley II	$5,110	$1,067			
Phoenix-Deer Valley III	$5,110	$1,067			
Phoenix-Deer Valley IV	$5,110	$1,422			
Phoenix-Deer Valley V	$5,110	$6,112			
Phoenix-Desert View	$5,110	$3,178			
Phoenix-Estrella North	$2,726	$1,067	$842		
Phoenix-Estrella South	$2,726	$3,357	$842		
Phoenix-Laveen West	$2,726	$2,357	$352		

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Water	Waste Water	Stormwater /Flood Control	Other	
Phoenix-Laveen East	$2,726	$1,067	$352		
Phoenix-North Gateway West					
Phoenix-North Gateway Black Canyon					
Pima	NO IMPACT FEES				
Pinetop-Lakeside					
Prescott	$10,334	$1,800			*system $5389 + WRD $49
Prescott Valley					
Quartzsite	NO IMPACT FEES				
Queen Creek		$4,942			
Safford	$2,913	$2,245			*Based on .625" displacem
Sahuarita	NO IMPACT FEES				
San Luis	$760	$715	County District		
Scottsdale	$2,282	$2,385			
Sedona			$1,073		*Depends on area of town
Show Low					
Sierra Vista					
Snowflake	NO IMPACT FEES				
Somerton	$2,398	$3,766			
South Tucson	DID NOT REPORT				
Springerville	NO IMPACT FEES				
St. Johns	NO IMPACT FEES				
Star Valley	NO IMPACT FEES				
Superior	NO IMPACT FEES				
Surprise-SPA 1	$3,895	$3,853		Water Resource $2,100	*Based on .75" displacem
Surprise-SPA 2	$3,895	$3,039		Water Resource $796	*Based on .75" displacem
Surprise-SPA 3	$3,895	$3,039		Water Resource $796	*Based on .75" displacem
Surprise-SPA 4	$3,895	$3,039		Water Resource $796	*Based on .75" displacem
Surprise-SPA 5	$3,895	$3,039		Water Resource $796	*Based on .75" displacem
Surprise-SPA 6	$3,895	$3,039		Water Resource $796	*Based on .75" displacem
Taylor	NO IMPACT FEES				
Tempe	$3,045	$2,848			
Thatcher	NO IMPACT FEES				
Tolleson	$904	$2,690			
Tucson					
Tusayan	NO IMPACT FEES				
Wellton	NO IMPACT FEES				
Wickenburg	$1,305	$1,824			
Willcox	NO IMPACT FEES				
Williams	$1,972	$808			
Winkelman	NO IMPACT FEES				

2013 MUNICIPAL IMPACT/DEVELOPMENT FEE SURVEY

City/Town	Water	Waste Water	Stormwater /Flood Control	Other
Winslow	NO IMPACT FEES			
Youngtown	NO IMPACT FEES			
Yuma				

Dewey-Humboldt Development fee schedule (pursuant to Ordinance 2009-59)

1. Development Fee Schedule. The following schedule of development fees is hereby adopted, along with the definitions of terms and principles of interpretation defined in ***Attachment A***:

	Community Facilities	*Library*	*Law Enforcement*	*General Government*	*Transportation*	***Total***
Residential	*Per Unit*					
Single Family Detached	$585	$700	$69	$552	$1,057	**$2,963**
Other residential	$585	$700	$69	$552	$1,057	**$2,963**
Nonresidential	*Per 1,000 square feet/Hotel Room*					
Com/Shop Ctr 50,000 SF or less	N/A	N/A	$1,304	$140	$1,611	**$3,055**
Com/Shop Ctr 50,000 SF -100,000 SF	N/A	N/A	$1,131	$123	$1,397	**$2,651**
Com/Shop Ctr 100,001-200,000 SF	N/A	N/A	$1,014	$109	$1,252	**$2,375**
Com/Shop Ctr over 200,000 SF	N/A	N/A	$895	$98	$1,105	**$2,098**
Office / Inst 25,000 SF or less	N/A	N/A	$727	$204	$989	**$1,920**
Office / Inst 25,001-50,000 SF	N/A	N/A	$620	$193	$843	**$1,656**
Office / Inst 50,001-100,000 SF	N/A	N/A	$529	$182	$719	**$1,430**
Office / Inst over 100,000 SF	N/A	N/A	$450	$172	$613	**$1,235**

	Community Facilities	*Library*	*Law Enforcement*	*General Government*	*Transportation*	***Total***
Light Industrial	N/A	N/A	$276	$113	$376	**$765**
Warehousing	N/A	N/A	$141	$45	$192	**$378**
Manufacturing	N/A	N/A	$151	$88	$206	**$445**
Hotel (per room)	N/A	N/A	$223	$21	$303	**$547**

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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: 7/9

Date of Request: 7/5

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 Have The Town organize a work party To Assist The Uninsured people in Yarnell or

Purpose and Background Information (Detail of requested action).

To donate $1.00 per capita To help The uninsured in Yarnell, fire dept for distribution.

Staff Recommendation(s):

Budgeted Amount:

List All Attachments:

Type of Presentation:

Special Equipment needed: ☐ Laptop ☐ Remote Microphone ☐ Overhead Projector ☐ Other:

Contact Person: Mayor 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.

S:\FORMS1\Town Clerk Forms\Council Action Request Form Template.docx