

**TOWN COUNCIL OF DEWEY-HUMBOLDT  
REGULAR MEETING NOTICE**

**Tuesday, April 1, 2014, 6:30 P.M.**

**COUNCIL REGULAR MEETING  
2735 S. HWY 69**

**COUNCIL CHAMBERS, TOWN HALL  
DEWEY-HUMBOLDT, ARIZONA**

## **AGENDA**

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

**1. Call To Order.**

**2. Opening Ceremonies.**

**2.1. Pledge of Allegiance.**

**2.2. Invocation.**

**3. Roll Call.** Town Council Members Jack Hamilton, Mark McBrady, Dennis Repan, Sonya Williams-Rowe, Nancy Wright; Vice Mayor Arlene Alen; and Mayor Terry Nolan.

**4. Announcements Regarding Current Events, Guests, Appointments, and Proclamations.**

Announcements of items brought to the attention of the Mayor not requiring legal action by the Council. Guest Presentations, Appointments, and Proclamations may require Council discussion and action.

**4.1. Arizona City/County Management Association (ACMA) presentation for Town Manager's ICMA-CM (credentialed manager) status.** [ACMA President-Elect Mr. Josh Wright, Town Manager, Town of Wickenburg, presenting]

**4.2. Mayer Area Meals on Wheels presentation by Virginia Tallent.** [As approved at the March 4<sup>th</sup> meeting]

**4.3. Fair Housing Month Proclamation.**

**4.4. Arizona Gives Day Proclamation.**

**5. Town Manager's Report.** Update on Current Events.

**6. Consent Agenda.**

**6.1. Minutes.** Minutes from the March 11, 2014 Study Session and March 25, 2014 Special Visioning Session.

**7. Comments from the Public (on non-agendized items only).** 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

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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. A 3 minute per speaker limit may be imposed. The audience is asked to please be courteous and silent while others are speaking.

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**8. Discussion Agenda – Unfinished Business.** Discussion and Possible Action on any issue which was not concluded, was postponed, or was tabled during a prior meeting.

**8.1. Dewey-Humboldt “Welcome” sign implementation details and next steps.** Report on detailed cost estimate including engineering cost, production and installation expenses; seek direction to proceed producing and installing the sign and/or the sign with modification at the previously discussed location (Town right of way corner of SR 69 and Third St.) utilizing FY 13-14 “branding” budget. [As directed at the March 5<sup>th</sup> meeting following CAARF discussion requested by VM Alen].

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**9. Discussion Agenda – New Business.** Discussion and Possible Action on matters not previously presented to the Council.

**9.1. Discussion and possible action on revising Town Code 30.017 Compensation, Bond and Financial Disclosure.** [CAARF requested by CM Wright]

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**9.2. Discussion and possible action on clarifying Town Code 30.105 (C) & (E).** [CAARF requested by CM Wright]

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**9.3. Approve Pre-Budget Presentations by GPREP and WAC for April 15<sup>th</sup> meeting.** [CAARF requested by Mayor Nolan and Vice Mayor Alen]

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**9.4. Approve Congressman Gosar to make presentation to Council to reply to questions.** [CAARF requested by Mayor Nolan]

**10. Public Hearing Agenda.** None.

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**THIS CONCLUDES THE LEGAL ACTION PORTION OF THE AGENDA.**

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**11. 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.

**12. Adjourn.**

**For Your Information:**

Next Town Council Meeting: Tuesday, April 15, 2014, at 6:30 p.m.

Next Planning & Zoning Meeting: Thursday, April 3, 2014, at 6:00 p.m.

Next Town Council Work Session: Tuesday, April 8, 2014, at 2:00 p.m.

If you would like to receive Town Council agendas via email, please sign up at [AgendaList@dhaz.gov](mailto: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 \_\_\_\_\_, 2014, 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.

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# *Fair Housing Proclamation*

*WHEREAS, The National Fair Housing Law of 1986, as amended by the Fair Housing Amendments Act of 1988 prohibits discrimination in housing and declares it a national policy to provide within constitutional limits, for fair housing in the United States; and*

*WHEREAS, the principle of Fair Housing is not only national law and national policy but a fundamental human concept and entitlement for all Americans; and*

*WHEREAS, April has traditionally been designated as Fair Housing Month in the United States;*

*NOW THEREFORE, I, Mayor Terry Nolan, do proclaim April as Fair Housing Month in the Town of Dewey-Humboldt and do hereby urge all citizens of this community to comply with the letter and spirit of the Fair Housing Law.*

*In Witness Whereof, I have hereunto set my hand this 1<sup>st</sup> day of April 2014.*

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*Mayor Terry Nolan  
Town of Dewey-Humboldt*

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*Judy Morgan  
Town Clerk*

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# *Arizona Gives Day Proclamation*

*April 9, 2014*

*WHEREAS, a joint effort must be made to leverage the collective energy of our \$24 billion nonprofit community to build sound relationships with new donors and increase the engagement of individuals with the Dewey-Humboldt nonprofit community; expand the capacity of Dewey-Humboldt nonprofits to incorporate the fastest growing source of individual investors: increase online giving; relieve pressure on institutional investors (foundations and corporations) to be funders of first choice for so many nonprofits; generate media messages which help to educate the wider public about the value and contributions of community impact missions in our state; and*

*WHEREAS, a pathway for community nonprofits to share their stories and connect with individuals throughout Dewey-Humboldt is a valuable asset to our community; and*

*WHEREAS, every individual in Dewey-Humboldt should be contributing to support nonprofit organizations; and*

*WHEREAS, contributions made to Dewey-Humboldt nonprofits help to rally volunteers, change lives, build leaders, allow citizens to build networks, fight for rights and champion community causes; and*

*Whereas, Dewey-Humboldt nonprofits impact us all.*

*NOW THEREFORE, I, Mayor Terry Nolan, do proclaim April 9, 2014 as Arizona Gives Day.*

*In Witness Whereof, I have hereunto set my hand this 1<sup>st</sup> day of April 2014.*

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*Mayor Terry Nolan  
Town of Dewey-Humboldt*

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*Judy Morgan  
Town Clerk*

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**TOWN OF DEWEY-HUMBOLDT  
TOWN COUNCIL  
SPECIAL STUDY SESSION MINUTES  
TUESDAY, MARCH 11, 2014, 2:00 P.M.**

**A SPECIAL STUDY SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, MARCH 11, 2014, AT TOWN HALL AT 2735 S. HIGHWAY 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.**

1. **Call To Order.** The meeting was called to order at 2:00 p.m. Mayor Nolan presided.

2. **Roll Call.**

**2.1. Town Council.** Town Council Members Jack Hamilton, Mark McBrady, Dennis Repan, Sonya Williams-Rowe, Nancy Wright; Vice Mayor Arlene Alen; and Mayor Terry Nolan were present.

3. **Special Session.** Legal Action can be taken.

**3.1. Discussion and direction to Town Staff to pursue NACOG funding on items on the approved list. Town Staff would need to coordinate with NACOG staff to determine the process.** [CAARF requested by CM Wright]

Councilmember Wright gave an overview on the list creation, approval by NACOG, and next steps for the town to give a presentation to NACOG requesting funding.

There was discussion on what project would be ready for this funding, the list's priority system, and financial constraints such as matching funds.

Councilmember Hamilton made a motion to approve having the Town Manager make contact with NACOG to determine what is required for the next steps for any of the listed items, seconded by Councilmember Wright. It was approved by a 6-1 vote in favor, Mayor Nolan voting against.

**3.2. Whether to hold additional special session(s) this month.** This is an established agenda item for Council's discussion on whether to add an additional special study session and if so, to set the date.

Mayor Nolan spoke on the scheduled special session for March 25<sup>th</sup> (Visioning session), added in March.

Vice Mayor Alen interjected about the legalities of making a motion on the last agenda item.

Vice Mayor Alen made a motion to reconsider Agenda Item 3.1, seconded by Councilmember Williams-Rowe.

There was discussion on whether to reconsidering item 3.1 and the town code relating to placement of CAARFs. The motion failed by a 3-4 vote, Councilmembers Hamilton, McBrady, Repan and Wright voting against.

Mayor Nolan stated he didn't feel they needed to hold an additional meeting (besides the already scheduled March 25<sup>th</sup> meeting). There was no objection to this statement.

**4. Study Agenda.** No legal action to be taken.

**4.1. Revisit policy relating to educational, conference and event reimbursements to council members to clarify what types of these activities will be deemed acceptable.** (Continued from February 18<sup>th</sup> meeting and VM Alen's CAARF request)

Vice Mayor Alen gave an overview and expressed her desire to make the policy less subjective. There was discussion on how the current policy is written and whether it needed modifying; and how travel and training has been handled in the budget, historically.

Vice Mayor Alen stated she would look further into what other cities and towns have on this and come back in the future with her recommended modifications, probably in a few months. Council agreed to this.

**4.2. Continued Discussion on the Town's Building Safety Services beginning FY 14-15.**

Town Manager Kimball gave an overview and asked if there were any questions. She responded to a question about the training process/certification for staff.

Councilmember Wright stated she had spoken with Supervisor Tom Thurman about the possibility of extending the Building Safety Services IGA with the County, to January 2015.

Town Manager Kimball suggested this offer might help her negotiate with the County a contingency IGA for staffing back-up coverage and commercial inspection services.

There was discussion on costs and hiring additional staff during this period; current building fees and administrative costs and how they line up with other local municipalities; whether Council would need to vote on keeping the existing fees.

The council gave the "nod" to go ahead and advertise/process for a temporary, part-time employee for this department.

**4.3. Scheduling of ULI (Urban Land Institute) Workshop in the coming months, preferably in April.** Advising for Council Members' availability.

Mayor Nolan asked the Council for dates they would be available for this in April. He read the overview on this agenda item.

Vice Mayor Alen explained ULI has the Town's assessment and once they schedule a meeting then they will start on the agenda. She spoke on her high opinion of this group of people. She anticipates this will be more of an educational process rather than a participatory workshop.

Council discussed dates they were and were not available for in April.

Councilmember Wright left the meeting at 3:47 p.m. for a prior commitment.

There was discussion on either having it the 16<sup>th</sup> or April 2<sup>nd</sup> in the afternoon, with flexibility for ULI to determine date and time. If the meeting is scheduled for

April 2<sup>nd</sup> in the afternoon, the OSAT meeting will need to be moved to the Downstairs Library room.

5. **Comments from the Public.** None.
6. **Adjourn.** The meeting was adjourned at 3:56 p.m.

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Terry Nolan, Mayor

ATTEST:

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Judy Morgan, Town Clerk

**TOWN OF DEWEY-HUMBOLDT  
TOWN COUNCIL  
SPECIAL “ECONOMIC DEVELOPMENT VISIONING” MEETING MINUTES  
TUESDAY, MARCH 25, 2014, 4:00 P.M.**

**A SPECIAL “ECONOMIC DEVELOPMENT VISIONING” MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, MARCH 25, 2014, AT THE DEWEY-HUMBOLDT TOWN LIBRARY, DOWNSTAIRS, J.W. MITCHELL ROOM, 2735 S. CORRAL STREET, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.**

1. **Call To Order.** The meeting was called to order at 4:05 p.m. Mayor Nolan presided, Richard Bowen facilitated the discussion.

2. **Roll Call.**

**2.1. Town Council.** Town Council Members Jack Hamilton, Mark McBrady, Nancy Wright; Vice Mayor Arlene Alen; and Mayor Terry Nolan were present. Council Members Dennis Repan and Sonya Williams-Rowe were absent.

3. **Special Study Agenda.** No legal action to be taken. The session is facilitated by Mr. Richard Bowen, Northern Arizona University faculty – Associated Vice President, Economic Development, Sustainability, Phoenix Bio-Medical Campus Office of the President.

Mr. Bowen reviewed what council did at the last meeting and explained they would have the basics they would need to start the work plan by the end of this meeting. He has spoken with a number of development interests in Phoenix who do development in this region, about Dewey-Humboldt. Dewey-Humboldt’s challenges are infrastructure, but opportunities are land and a market.

**3.1. Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis, including discussions of economic development, planning, infrastructure, facilities, financial and staffing issues and external influences as they relate to SWOT.**

Mr. Bowen reviewed that sales tax is the major driver of our government in Arizona. Positive growth trends create market. He reviewed the responses Council gave at the previous meeting.

Strengths: Population base to the West, bedroom community with large lots, great air quality, award winning Elementary School, Entrepreneurial residents; proximity to Phoenix, Historic tourism potential; rural lifestyle, quality of life, low density housing, small government, low property taxes, equine community, historic areas and assets, low crime, large workforce in region, friendly people, nice climate, lots of children, good schools, mountains, land access, major arterials, affordable.

Challenges: lack of visibility, availability of residential and commercial raw land, workforce lack-technical and industrial experience, private water system and water company, septic systems-need central wastewater treatment systems in the future, small mining lots, next to Prescott Valley, major water issues, dispersed land, EPA designations, no high school, lack of infrastructure, no hotel/lodging, road develop, not enough developed commercial property, no grocery store.

Opportunities: General Plan revision in 2 years, flexible zoning to attract business, hotel, senior housing, manufacturing, tourism, Jerome model for mining tourism. Regional RV Park, regional tourism, hospitality, Main Street Development Project, small business incubation, historic and lifestyle tourisms, mixed use area growth concepts-walk, ride, work, shop, technology industry attraction, web-based software industry, gateway to

Town Council Special "Economic Development Visioning" Meeting Minutes, March 25, 2014  
historic mining district, gold mining-tourism, regional airport (landing strip), medical center.

### **3.2. Continued discussion on "economic development opportunities and requirements" process and implementation strategies.**

Mr. Bowen spoke on Infrastructure for economic development (sewer and water) and explained Package Plants are an efficient way of creating a wastewater plant.

He reviewed *Strategic actions*: do a property inventory (ACA and other state agencies can help with this process; APS (Arizona Public Services, Co.) has "Prospector" software); infrastructure planning; business attraction; business retention and expansion; entrepreneurial activity - start-up partnerships, community amenities; Vision - long-range plan, short term actions, 2014 work plan; Economic Development partnerships.

Mr. Bowen spoke on possible partnerships where there would be a shared benefit (example: APS). Planning usually is project driven – decide where the first development areas would be and bring in Economic Developers with that direction. Create a "general" infrastructure plan for the community. Tie this information to the Town's website, using regional economic agencies to push out information as well; meeting locals in the valley where ideas can be pitched. Tie into ACA (Arizona Commerce Authority), NAU (Northern Arizona University), Regional partners, AAED (Arizona Association for Economic Development), NACOG (Northern Arizona Council of Governments), private developers, Arizona Tourism Office. Create opportunities for entrepreneurs to do business.

Mr. Bowen reviewed the community amenities in Dewey-Humboldt – school, library, activity center, etc., sized appropriately for the area. He spoke on agency assistance such as USDA (U.S. Department of Agriculture) and EDA (Economic Development Administration), but consider the EDA funds projects but need matching funds. The Town would need to find outside partners to help with that funding. The Town needs to identify where they want to go next and create a plan to get there.

Mr. Bowen reviewed Sectors: Identity – signage; arts; outdoor attractions - Mortimer family farms; country festivals; tourism-mining, Jerome model, wine, antique; amenities; retail; lifestyle; center core/downtown; service industry, manufacturing.

He will use the notes from these two meetings to create a draft strategic economic development piece with specific measurable steps with deadlines and who is accountable for each. The work plan is the tactical piece-what they have to do to move the economy forward. He asked council to think what priorities they think the Town should have. Include on the work plan: partnerships (expand those); property inventory (formalize). Council should considered what partnerships to pursue for this.

They discussed regional partnerships they could pursue: EDC (Economic Development Council); APS (Arizona Public Services, Co.) for the property inventory, or some element of the project that will benefit them in the long run; NAU is a regional partner to help put the plan together.

There was discussion on how this plan works since the Town doesn't own land for development. Mr. Bowen explained the Town can be involved in speaking with land-owners and developers, allowing some flexibility in zoning, etc. He asked Council how they felt about those actions discussed for a *Work Plan* so far: Partnerships (yes); Property Inventory (yes); Pre-zoning properties (yes and no); Infrastructure Planning (to stay on the list to be aware of once the opportunity comes). Mr. Bowen explained the

Town Council Special "Economic Development Visioning" Meeting Minutes, March 25, 2014  
Town would need property owners' approval prior to putting them on the property inventory, otherwise leave them out of the inventory;

He reviewed who might be on the list of possible interested parties to invite to the town: hotel developers; senior housing developers; manufacturing; tourism laying out what is needed for tourism to be here; regional RV Park (water is the challenge) with the County as a partner for infrastructure (septic/water, etc.). Arizona Tourism is a partner to talk with (Figure out what Town is promoting, museum, mine tours, etc.). Do an Asset inventory to say what the Town has to offer. There was discussion on possible equine opportunities and events for the Town and proximity of state and BLM land for some of these opportunities.

There was discussion on bringing a car event here from Prescott; the farm and its uses; what amenities the citizens want, such as a grocery store, pharmacy and bank.

Mr. Bowen explained this was a good starting point to work on what they have identified. It involves, staff, council, community members, developers, and other agencies. It is important that these people tour the community and meet the council to see what the decision-makers want to see for the Town. Mr. Bowen recommended the (Northern branch of) AAED have a meeting here. Talk about your community and vision and it becomes something real to them.

Mr. Bowen spoke on the timeframe for the draft strategic plan and work plan with quarterly updates on where they are in the plan. He will include a set accomplishable to achieve in a year's time, with a second set for the second year. The work plan will create follow-up projects and activities. Council should initiate contact, then send to Town Manager Yvonne Kimball, regional developers that they know. Part of the work plan is to leverage time with assets in the community for effectiveness, to include council, citizens, and others in the community.

Deadlines are June or July to the same in the following year. Deadlines, updates, etc. are in the work plan.

4. **Adjourn.** The meeting was adjourned at 5:56 p.m.

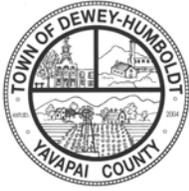
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Terry Nolan, Mayor

ATTEST:

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Judy Morgan, Town Clerk



**TOWN OF DEWEY-HUMBOLDT**  
**P.O. BOX 69**  
**HUMBOLDT, AZ 86329**  
**Phone 928-632-7362 ▪ Fax 928-632-7365**

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**TOWN COUNCIL REGULAR SESSION**

**April 1, 2014, 6:30 p.m. Town Council Meeting Chambers**

**Agenda Item # 8.1. Dewey-Humboldt “Welcome” sign report and next steps.**

**To: Mayor and Town Council Members**

**From: Yvonne Kimball, Town Manager**

**Date submitted: March 27, 2014**

**Recommendation:** Review details of the sign, including its content, size and cost to produce and install; direct next steps: install the sign with or without modification at the specified location.

**Summary:** At the March 5<sup>th</sup> Council meeting, at Vice Mayor Alen’s request (in the form of a CAARF), the Council discussed a “welcome” sign as part of the branding efforts. The Council directed staff to obtain all necessary quotes related to the sign that was presented by VM Alen, including its engineering, production, and installation costs. The sign is to be located within the Town’s right-of-way at the corner of Highway 69 and Third St. (Parcel # 800-27-006A). With Council’s consent, VM Alen also directed the sign to mirror the size of Prescott Valley’s new welcome sign on State Route 69.

Consequently, Town Staff and the on-call Engineering firm, SWI, have been working on the details of the sign. We conducted site visits and safety evaluation. We have determined an exact location for the 5’ X 10’ sign. We also contacted the sign vendor for a quote including installation.

SWI Engineering Firm’s Engineers graciously agreed to handle the sign’s engineering work free of charge for the Town. Staff expects to hear back from the sign vendor Friday afternoon (3/28). While we are still waiting for the exact quote for the sign and its installation, staff believes that the entire project will fall under the \$3,000 suggested budget.

The proposed sign concept is enclosed. The quote from the vendor will be provided to the Council when available no later than the meeting time. Staff seeks direction to proceed.

**TOWN OF DEWEY-HUMBOLDT  
TOWN COUNCIL  
REGULAR MEETING MINUTES  
TUESDAY, MARCH 4, 2014, 6:30 P.M.**

**A REGULAR MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, MARCH 4, 2014, AT TOWN HALL AT 2735 S. HIGHWAY 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.**

1. **Call To Order.** The meeting was called to order at 6:34 p.m.
2. **Opening Ceremonies.**
  - 2.1. **Pledge of Allegiance.** Made.
  - 2.2. **Invocation.** Given by Councilmember Nancy Wright.
3. **Roll Call.** Town Council Members Jack Hamilton, Mark McBrady (arrived late at 6:36 p.m.), Dennis Repan, Nancy Wright; Vice Mayor Arlene Alen; and Mayor Terry Nolan were present. Councilmember Sonya Williams-Rowe was absent.
4. **Announcements Regarding Current Events, Guests, Appointments, and Proclamations.** Announcements of items brought to the attention of the Mayor not requiring legal action by the Council. Guest Presentations, Appointments, and Proclamations may require Council discussion and action.

Councilmember Repan spoke on the Yavapai Regional Medical Center Board of Directors needing 2 more members in September. Anyone interested in serving can contact CM Repan.

**4.1. Mayors' Day Recognition for National Services Proclamation.**

Mayor Nolan read the National Service proclamation.

5. **Town Manager's Report.** Update on Current Events.  
None.
6. **Consent Agenda.**
  - 6.1. **Minutes.** Minutes from the February 11, 2014 Study Session.  
Vice Mayor Alen requested the minutes be amended for the Transient Merchant agenda item to reflect her statement as "incorporating a similar, simpler element into the event permit".  
Vice Mayor Alen made a motion to approve the minutes from the February 11, 2014 Study Session as amended, seconded by Councilmember Hamilton. It was approved unanimously.
7. **Comments from the Public (on non-agendized items only).**  
None.
8. **Discussion Agenda – Unfinished Business.** Discussion and Possible Action on any issue which was not concluded, was postponed, or was tabled during a prior meeting.
  - 8.1. **Council Portable Electronic (iPad) Device Policy.** (Continued from the November 5,

2013 Discussion on Mayor Nolan CAARF request) Council review and possible adoption, rejection or revisions.

Mayor Nolan gave an overview: Council sent to Staff to develop a general policy.

There was discussion on whether this policy is needed and holding off until such time as Council approves purchasing portable electronic devices for the Council's use. Town Manager Kimball offered to work with IT for a detailed estimate of costs, which will come back to the Council during the budget process.

Councilmember Wright made a motion to table this until such time as council determines to purchase these devices, seconded by Councilmember Repan. It was approved by a 4-2 vote in favor, Councilmember McBrady and Mayor Nolan voting against.

Town Manager Kimball was directed to bring back a quote from IT for these devices and any implementation costs for the budget process.

**9. Discussion Agenda – New Business.** Discussion and Possible Action on matters not previously presented to the Council.

**9.1. Dewey-Humboldt Town Branding Project approval. [CAARF requested by VM Alen]**

Vice Mayor Alen reviewed her report given to council at a previous meeting and explained she would like council to approve the report and move forward on the sign project. There was discussion on the details of the sign (size, content, color, location for sign). VM Alen explained a 10x8 sign approximately 16' high would probably get through ADOT's approval process. There was discussion on the sign and sign erection costs.

Public comment was taken on this item.

Gerald Hoyer spoke on the cost to mount the sign in the ground being considerable.

Vice Mayor Alen made a motion to approve her report and move forward with the sign project, seconded by Councilmember Hamilton.

There was discussion on the motion. Vice Mayor Alen modified her motion to direct the Town Manager to get a detailed sign quote and bring back to the Council if it exceeds \$3k in cost for the entire project. The seconder agreed to the modification.

There was discussion on the modified motion. Vice Mayor Alen modified the motion a second time to direct the Town Manager to get a detailed sign quote and bring it back to council for their approval. The seconder agreed to the modification. The motion passed by a 6-0 vote in favor.

**9.2. Discussion of Annual Signature Event for Town of D-H. Projection of proposed event partnerships, opportunities, phased-rollout and more. [CAARF requested by VM Alen]**

Councilmember Alen gave an overview on her idea to build community by having a signature event for the town, and proposed moving this to a work session.

Vice Mayor Alen made a motion to move this to a work session, seconded by Councilmember Wright. There was discussion on the Agua Fria Festival event and lack of volunteerism. VM Alen explained her event uses a different model.

No public comments were received on this item.

The motion passed by a 6-1 vote in favor.

**9.3. Approve a presentation by Mayer Area Meals on Wheels representative for April 1, 2014 meeting.** [CAARF requested by Mayor Nolan]

Mayor Nolan gave an overview explaining the town had been contacted about this and he felt it was a good idea for community relations.

Councilmember Repan made a motion to approve inviting Mayer Area Meals on Wheels to do a presentation at the April 1, 2014 regular Council meeting, seconded by Vice Mayor Alen.

Councilmember Wright spoke on the CAARF form not being marked for action. Councilmember Repan made a motion to move this to an action item, seconded by VM Alen. This was approved by a 6-0 vote.

Council voted on the original motion which was approved by a 6-0 vote in favor.

**9.4. To approve hosting a booth at the League of Cities and Towns Conference.** [CAARF requested by Mayor Nolan]

Mayor Nolan explained that this CAARF was not marked for action in error. He made a motion to move it to an action item. The motion failed for lack of a second. Council moved to the next agenda item without any further discussion on this item.

**9.5. Budget initial discussion on priorities, process and schedule.** Discussion on priorities, review the calendar.

Town Manager Kimball gave an overview on the budget schedule and outlined the process for the Councilmembers. She asked them for their budgetary considerations, which could be emailed or given in person.

There was discussion on the number of meetings and whether there was a need or not for so many.

No action was taken.

**10. Public Hearing Agenda.** None.

**11. Comments from the Public.** None.

**12. Adjourn.** The meeting was adjourned at 7:27 p.m.

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Terry Nolan, Mayor

ATTEST:

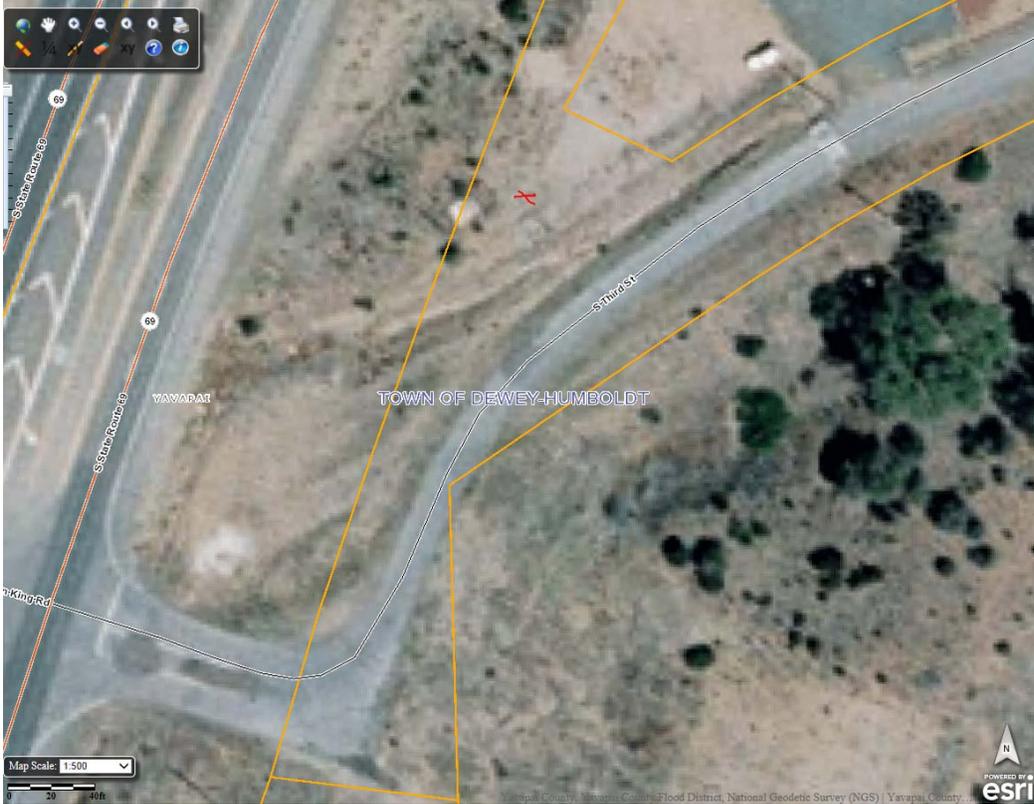
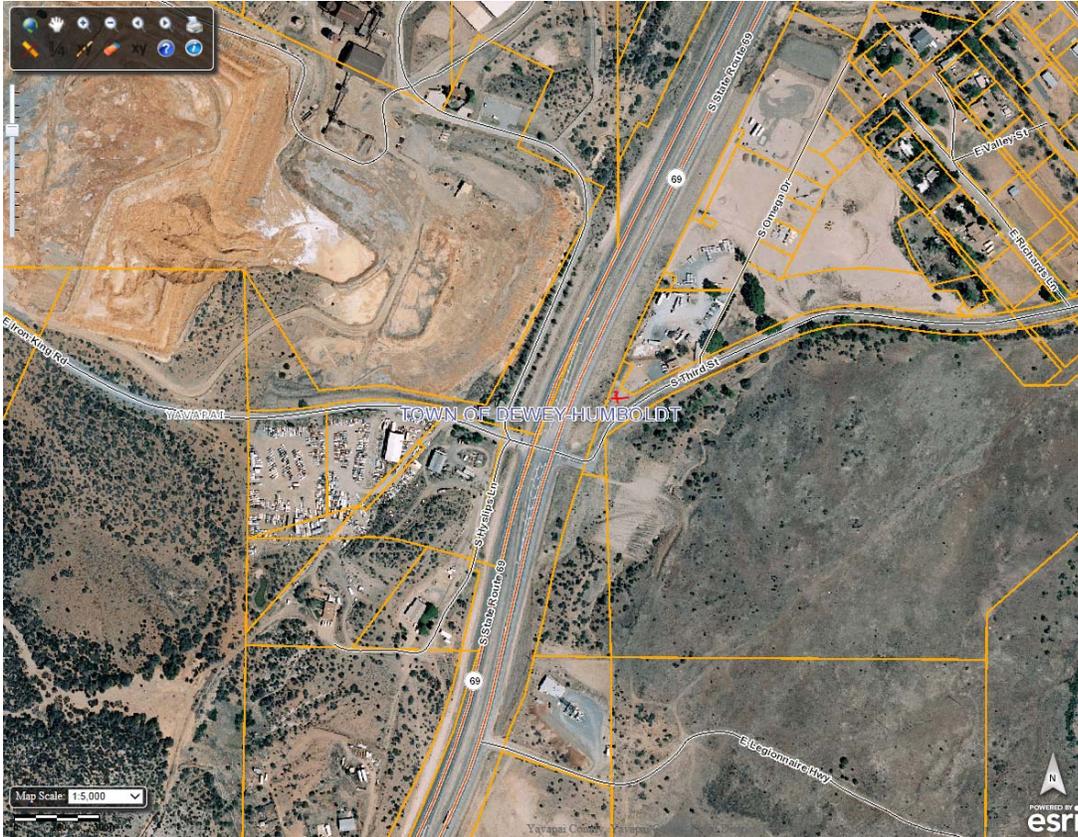
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Judy Morgan, Town Clerk



sign measures 5' X 10', approximately 15' above ground when installed

Sign location (not to scale; marked in red): a highway 69 view and a zoomed-in view





**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:** April 2, 2014

**Date of Request:** March 13, 2014

**Type of Action:**  Routine/Consent  Regular

**Requesting:**  Action  Report Only

**Agenda Item Text (a brief description for placement on the agenda; please be exact):**  
Discussion and possible action on revising Town Code 30.017 Compensation,  
Bond and Financial Disclosure.

**Purpose and Background Information (Detail of requested action).** TC 30.017  
uses July 1st as the date for changes to go into effect. Since the election cycle  
has changed Council should consider changing the date of January 1st. Also,  
Council can consider any other changes it wishes to make on this code.

**Staff Recommendation(s):** \_\_\_\_\_

**Budgeted Amount:** \$0

**List All Attachments:** Copy of Town Code with suggested changes.

**Type of Presentation:** \_\_\_\_\_

**Special Equipment needed:**  Laptop  Remote Microphone

Overhead Projector  Other: \_\_\_\_\_

**Contact Person:** CM Wright

**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:\FORMS\Council Action Request Form Template.docx

### § 30.017 COMPENSATION, BOND AND FINANCIAL DISCLOSURE STATEMENT.

(A) *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.

(B) *Bond.* Prior to taking office, the town will provide for each Councilmember an official bond enforceable against the principal and his or her sureties. The 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 the officer in his or her official capacity. A person so injured or aggrieved may bring suit on the bond under provisions identical to those contained in A.R.S. § 38-260. Bonds shall be in a sum as shall be determined by the Town Manager and the premium for the bonds shall be paid by the town.

(C) *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.

(Ord. 09-49, passed 4-7-2009)

### § 30.018 COUNCIL ACTIONS.

(A) Legislative actions by the Town Council may be taken by means of ordinance, resolution, or motion duly made and passed by a majority of the Councilmembers present (unless otherwise required in this code or by state or federal law). All amendments to the town code shall be accomplished by approval by the Town Council of an ordinance, setting forth the amendment in full or adopting the amendment by reference, as authorized by Arizona law.

(B) 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 Councilmembers or of any other person, except at the special request of a Councilmember, with the consent of the Council.

(C) Actions of the Council concerning confidential property, personnel, and legal matters of the town are to be reported consistent with state law.

(D) Agenda items submitted by a Councilmember shall be introduced by the submitting Councilmember without restrictions, interference or comment from other Councilmembers, the Mayor or the public. Discussion on the item shall not be commenced until the submitting Councilmember yields the floor.

(Ord. 09-49, passed 4-7-2009; Am. Ord. 12-91, passed 6-12-2012; Am. Ord. 13-99, passed 9-17-2013)

### § 30.019 COUNCIL MEMBER COMMITTEES.

(A) 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.

(B) 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.

(C) 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.

§ 30.017 COMPENSATION, BOND AND FINANCIAL DISCLOSURE STATEMENT.

(A) *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~~ JANUARY 1<sup>ST</sup> following the election.

(B) *Bond.* Prior to taking office, the town will provide for each Councilmember an official bond enforceable against the principal and his or her sureties. The 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 the officer in his or her official capacity. A person so injured or aggrieved may bring suit on the bond under provisions identical to those contained in A.R.S. § 38-260. Bonds shall be in a sum as shall be determined by the Town Manager and the premium for the bonds shall be paid by the town.

(C) *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.

(Ord. 09-49, passed 4-7-2009)

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**COUNCIL AGENDA ACTION REQUEST FORM**

**Meeting Type:**  Regular  Special  Work Session

**Meeting Date:** April 2, 2014

**Date of Request:** March 13, 2014

**Type of Action:**  Routine/Consent  Regular

**Requesting:**  Action  Report Only

**Agenda Item Text (a brief description for placement on the agenda; please be exact):**  
Discussion and possible action on clarifying Town Code 30.105 (C) & (E)

**Purpose and Background Information (Detail of requested action).** There seems to be confusion on the intent of TC 30.105 (C) and (E). TC 30.105 (C) states that any Council member may put an item on the next agenda while TC 30.105 (E) says any new item will be placed under "New Business". This is interpreted to mean

**Staff Recommendation(s):** the next Regular meeting. This was never the intent of the Code nor has it ever been interpreted to mean that prior to this Council.

**Budgeted Amount:** \$0

**List All Attachments:** Copy of Town Code with suggested changes.

**Type of Presentation:** \_\_\_\_\_

**Special Equipment needed:**  Laptop  Remote Microphone

Overhead Projector  Other: \_\_\_\_\_

**Contact Person:** CM Wright

**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:\FORMS\Council Action Request Form Template.docx

### § 30.104 SPECIAL AND EMERGENCY MEETINGS.

Pursuant to the Act, the Council may also hold special or emergency meetings as deemed necessary. The Mayor or three Councilmembers may call for a special meeting or special work session as he or she deems appropriate to conduct town business subject to the requirements of the Open Meetings Law and posting of meeting notices.

(Ord. 09-49, passed 4-7-2009; Am. Ord. 10-77, passed 10-5-2010)

### § 30.105 COUNCIL AGENDA.

(A) The Manager and Clerk are responsible for receiving and organizing all materials for the agenda, in collaboration with the Mayor and Vice-Mayor. The Manager will then prepare a memorandum for distribution to the Council containing all agenda items currently scheduled. The Mayor or Vice Mayor should be contacted if an individual Councilmember wishes to modify that schedule.

(B) Any resident of Dewey-Humboldt or staff member may request placement of a matter on the Council agenda by requesting that a Councilmember submit a "Council Agenda Action Form."

(C) Any member of the Town Council may request an item be added to the agenda for the next regular Council meeting, and the item shall be placed on the agenda. A request to modify or remove an agenda item may be made by the requesting Councilmember, in which case it shall be modified or removed without further action. The Mayor or any other Councilmember may request an item that was submitted by another Councilmember be modified or removed, in which case it may only be modified or removed with the concurrence of the Councilmember who requested it be put on the agenda.

(D) In order to accurately describe what agenda action is proposed, the "Council Agenda Action

Form" should be used and submitted at least six days prior to the next regularly scheduled Council meeting.

(E) 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 to a future date or dropped.

(Ord. 09-49, passed 4-7-2009; Am. Ord. 10-77, passed 10-5-2010; Am. Ord. 11-89, passed 10-18-2011; Am. Ord. 13-99, passed 9-17-2013)

### § 30.106 DECORUM.

While the Town Council is in session, all persons shall conduct themselves with reasonable decorum. Any person who is so disorderly or who so persistently disrupts the business meeting so far as to interfere with the proper conduct of the business may be ordered removed from the meeting place. At such time, the Mayor may call a recess.

(Ord. 09-49, passed 4-7-2009)

### § 30.107 TIME OF ADJOURNMENT.

It is the policy of the town that all evening meetings of the Council, including study sessions, be adjourned no later than 10:00 p.m., which time is referred to as the normal time of adjournment. No new item of business shall be taken up by the Town Council after the normal time unless the Council has determined by majority vote to set aside this policy. In the event it appears that the entire agenda cannot be completed by the normal time of adjournment, the Council may take up and act upon the more pressing agenda items. All agenda items not considered at the meeting shall be on the agenda of the next regular, special or adjourned regular meeting unless the Council directs otherwise.

(Ord. 09-49, passed 4-7-2009)

(C) Any member of the Town Council may request an item be added to the agenda for the next regular Council meeting, and the item shall be placed on the agenda. A request to modify or remove an agenda item may be made by the requesting Councilmember, in which case it shall be modified or removed without further action. The Mayor or any other Councilmember may request an item that was submitted by another Councilmember be modified or removed, in which case it may only be modified or removed with the concurrence of the Councilmember who requested it be put on the agenda.

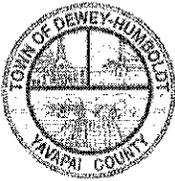
The intent of this item (E) was to give Council the various options whether on a Regular or Work Session Agenda. It was never the intent that everything come to a Regular meeting first. That is why the form gives the originator the option of what type meeting they want it to go on.

(E) 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 to a future date or dropped.

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MAR 24 2014

Received



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COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type:  Regular  Special  Work Session

Meeting Date: 4.15.14

Date of Request: 3.24.14

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):

APPROX  
PRE-BUDGET PRESENTATIONS by GREP & WAC  
for April 15, meeting

Purpose and Background Information (Detail of requested action):

BACKGROUND INFORMATION FOR BUDGET DISCUSSIONS  
LIMITED TO 20MIN + Q&A EACH

Staff Recommendation(s):

Budgeted Amount:

List All Attachments:

Type of Presentation: VERBAL

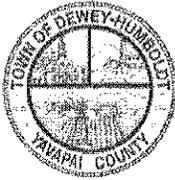
Special Equipment needed:  Laptop  Remote Microphone

Overhead Projector  Other:

Contact Person: MAYOR NOLAN & V.M. ALLEN

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

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MAR 24 2014

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COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type:  Regular  Special  Work Session

Meeting Date: 4-1-14

Date of Request: 3-24-13

Requesting:  Action  Discussion or Report Only

Type of Action:  Routine/Consent Agenda  Regular

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

New Bus. - approve Congressman Gosar  
To make presentation to Council & reply to questions

Purpose and Background Information (Detail of requested action):

Request Congressman Gosar to come &  
Make himself available for questions  
from Council.

Staff Recommendation(s):

Budgeted Amount: 0

List All Attachments: 0

Type of Presentation: Oral

Special Equipment needed:  Laptop  Remote Microphone  
 Overhead Projector  Other:

Contact Person: Mayor, Terry Nolan

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