

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

Tuesday, September 16, 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. Public Safety Quarterly Update.

4.1.1. Yavapai County Sheriff's Office report presented by Lt. Auvenshine. Topics for possible discussion include: Overview - Self-Initiated, Calls for Service, Traffic Stops including number of citations, Arrests (Family Fight, Disorderly, DUI/Drugs); Criminal Investigation; Animal Control - Calls for Service; Calls for Service Comparison-Days of Week, Time of Day; Average Response Times; Part 1 Crimes Comparison.

4.1.2. Central Yavapai Fire District report presented by Rick Chase. Topics for possible discussion include: calls responded; outreach programs and services, construction permitting.

4.1.3. Magistrate Court report presented by Judge Catherine Kelley. Topics for possible discussion include: Customer Service, citations, and the Great Seal of the State of Arizona.

4.2. Proclamations

4.2.1. National Employer Support of Guard and Reserve Week Proclamation.

4.2.2. POW-MIA Recognition Day Proclamation.

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

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6. Consent Agenda.

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 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.

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.

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8.1 Council policy on formal presentation. [Continued from the September 9 and the August 12th meetings; VM Alen Original CAARF from the May 13, 2014 meeting]

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

13 **9.1. Vehicle Bid Award.** Award or reject the bid.

15 **9.2. Discussion and Action on who should attend the Newly Elected Town Officials at the League of Cities & Town Conference.** [CAARF requested by CM Hamilton]

17 **9.3. Discussion and possible action to have P&Z look at changing the rear setback on all parcels of land in Dewey-Humboldt to 10-feet.** [CAARF requested by CM Hamilton]

10. Public Hearing Agenda.

THIS CONCLUDES THE LEGAL ACTION PORTION OF THE AGENDA.

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, October 7, 2014, at 6:30 p.m.

Next Planning & Zoning Meeting: Thursday, October 9, 2014, at 6:00 p.m.

Next Town Council Work Session: Tuesday, October 14, 2014, 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 _____, 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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National Employer Support of the Guard and Reserve Week Proclamation

Whereas, National Guard and Reserve forces comprise nearly half of our nation's military strength, and are essential to America's national security. Reserve Component forces stand ready to answer the call to serve, whether serving alongside active duty counterparts all across the globe or responding to humanitarian crises at home and abroad; and.

Whereas, employers provide critical support to members of the National Guard and Reserve; allowing Citizen Warriors to serve whenever the Nation calls, often foregoing financial gain and making sacrifices in the process; and

Whereas, employer support is stronger than ever, more than 42 years after President Richard Nixon authorized the Secretary of Defense to establish the National Committee for Employer Support of the Guard and Reserve (ESGR); and

Whereas, our nation is in debt to the Citizen Warriors departing the comforts of home to ensure our freedoms remain intact. Likewise, America pays special tribute to the commitment of dedicated and supportive employers who continue to make service in the Reserve Components possible; and

Now, therefore, I, Terry Nolan, Mayor of the Town of Dewey-Humboldt, do hereby declare September 22 – 26 National Employer Support of the Guard and Reserve week,

IN WITNESS WHEREOF, I have hereunto set my hand this sixteenth day of September, in the year of our Lord two thousand fourteen.

*Terry Nolan, Mayor
Town of Dewey-Humboldt*

*Judy Morgan
Town Clerk*

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POW/MIA Recognition Day Proclamation

Whereas, the Town of Dewey-Humboldt calls on the President, Secretary of State, and Secretary of Defense to consistently raise with foreign counterparts the need for increased action to help account for our missing – alive and dead – and return them to the United States; and,

Whereas, the Town of Dewey-Humboldt commends and endorses the national commitment to account, as fully as possible, for Americans still missing from our nation's wars; and,

Whereas, our Nation maintains a solemn commitment to leave no service member behind. Nearly 1,700 Americans are missing from the Vietnam War, approximately 8,000 unaccounted for from the Korean War, 126 from the Cold War, over 73,000 from WWII, 2 in Iraq, and 1 in Afghanistan; and,

Whereas, their families, friends, and other concerned Americans still must deal with uncertainty concerning their fates; and,

Whereas, the Obama Administration recently has reinforced its commitment to maintaining POW/MIA accounting as a priority of the United States, though concerns remain about adequate funding and personnel; and,

Whereas, U.S. Government intelligence and other evidence indicate that most countries in which U.S. losses occurred could provide greater assistance to answer questions about missing Americans; and,

Whereas, the Town of Dewey-Humboldt calls on Congress to ensure that POW/MIA-related government offices and organizations receive the funding and personnel necessary to accomplish the principled mission of accounting for our missing veterans, thus signaling nations around the world that America stands behind those who serve.

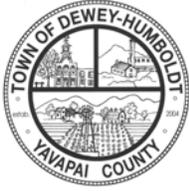
*Now, Therefore, I, Terry Nolan, Mayor of the Town of Dewey-Humboldt, do hereby declare September 19, 2014, as **POW/MIA Recognition Day**, in the Town of Dewey-Humboldt.*

In Witness Whereof, I have hereunto set my hand this 16th day of September, 2014.

*Terry Nolan, Mayor
Town of Dewey-Humboldt*

Judy Morgan, Town Clerk

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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 REGULAR MEETING

September 16, 2014, 6:30 p.m. Town Council Chambers

Agenda Item # 8.1 Council meeting Formal Speaker policy.

To: Town Council
From: Yvonne Kimball, Town Manager

Date Submitted: September 11, 2014

Summary:

At the August 12th meeting, staff presented the draft policy on formal presentations at a council meeting. Council wanted to further revise the policy. Staff also developed a “request form” to accompany the policy. The draft policy and the form were distributed to Council members on August 13th so that individual members can make revisions to their liking.

At the September 9th Work Session, Council reviewed the policy draft and indicated that there may not be the need to adopt the policy as council members have been utilizing the Council Agenda Action Request Form (CAARF) when any of you see the need for a presentation from an outside agency at a council meeting. The Council also spent quite some time to deliberate whether the Town Manager has the authority to put presentations on the agenda for the Council to listen to or participate in. At the end of the September 9th discussion, Council directed staff to revised the “request form” (as modified by CM Wright prior to the meeting) and bring it back for a formal action – implement, modify or reject.

A couple of council members have shared with me their concerns on the type of presentations indicated on the form, i.e. commendation, proclamation and presentation. At this meeting, staff anticipates some discussion.

TOWN OF DEWEY-HUMBOLDT

COUNCIL POLICY ON FORMAL PRESENTATIONS AT COUNCIL MEETINGS

Purpose: To set forth the guidelines for placing formal presentations by individuals and private entities on the Council's public meeting agenda.

Applicability: This policy applies to all requests by individuals and outside entities to make formal presentations at Council public meetings. It does not apply to individuals who wish to speak at the Comments from the Public item on an agenda.

Policy: The Town Council often receives requests from individuals and public and private entities to make presentations at Council meetings. The primary mission of the Council is to set policy to govern in the best interests of the Town and its residents in compliance with Arizona law. To that end, there may be occasions where information provided at a formal presentation would be helpful to the Council in its deliberations and planning for the Town. In addition, there may be occasions where the public is benefited from hearing a formal presentation on topics that may affect the community.

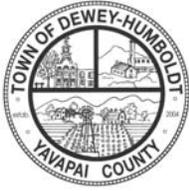
Requests to Make Formal Presentation. A written request shall be filed with the Town Manager on a form provided by the Town Manager. The request shall include the name of the individual or entity desiring to make the presentation, the proposed date of the Council meeting, the topic and a short description of the content of the presentation, and any other information required by the Town Manager. The Town Manager shall forward it to the agenda committee and if it conforms to the guidelines set forth in this policy, the agenda committee shall place the presentation on the Council agenda.

Guidelines for Acceptance of Request. The Agenda Committee shall use one or more of the following criteria to determine whether a requested presentation will be placed on the Council's agenda:

- The presentation addresses an issue on which the Council has requested information.
- The presentation was requested by four members of the Council.
- The presentation was requested by the Town Manager.
- The presentation provides factual information regarding a ballot question on an upcoming election, but does not support or oppose the ballot question.
- The presentation will not support or oppose a candidate for public office.
- The presentation is not an advertisement for a product or service.

Procedures for Presentations. Presentations shall not exceed ten minutes unless the Council votes to extend that time. If any special equipment is requested, the Town Manager shall be notified by the presenter at least 72 hours before the Council meeting.

council directed to disregard as of 9/9/2014 meeting



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

Town Council Presentation Request

Requests to make a formal Town Council presentation must be submitted at least three weeks prior to the requested Town Council meeting date. The Town Council meets every first and third Tuesday of the month at 6:30 p.m. for regular sessions. The Council also meets every second Tuesday of the month at 2:00 p.m. for study sessions. The Town Council attempts to limit the length of individual presentations to 30 minutes unless the Council votes to extend that time. If any special equipment is requested, please notify the Town Clerk no less than 72 hours before the Council meeting.

Request for: () commendation () proclamation () presentation () other: _____

Nature and Description of Presentation:

Please describe the number of participants, any audio or visual equipment that you will set up and utilize, and how long you will require to set up your equipment.

Individual, agency, and/or organization attending Town Council meeting:

Name: _____ Phone: _____

Council Meeting Date Requested: _____; alternate date: _____

Requested by:

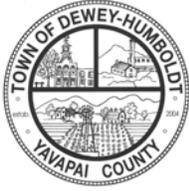
Name: _____ Phone: _____

Address: _____ Email: _____

If you have any questions about the application process, please contact the Town Clerk's Office at (928) 632-7362. Please return this form to the Town Clerk's Office, Dewey- Humboldt Town Hall, 2735 S. Highway 69, P.O. Box 69, Humboldt, AZ 86329, by fax to (928) 632-7365 or by email to DeweyHumboldt@dhaz.gov.

For Town Clerk Office Use Only:

Date requested received _____
Approved _____ Approval by: _ Council (Mayor Initial _____) / _ Town Manager(TM Initial _____)
Not Approved _____
Applicant Notified and Notes: _____



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TOWN COUNCIL REGULAR MEETING

September 16, 2014, 6:30 p.m. Town Council Chambers

Agenda Item # 9.1 Vehicle Bid Award.

To: Town Council
From: Yvonne Kimball, Town Manager

Date Submitted: September 11, 2014

Summary:

The FY 14-15 Budget allocated \$25,000 for an additional vehicle for the Town's fleet. Upon discussion, staff thought that a small SUV instead of a truck would meet our need and perhaps be more fuel efficient than a truck. The Town currently owns two Ford trucks. They both are white in color. A new Ford Escape in the color white was what we advertised for.

A request for bids was advertised. Bids were received and opened on 9/12. We received one bid from Galpin Ford Inc. Bid is included.

The bid from Galpin Ford was: \$24,201.11 (including tax). In late August the informal quote from Galpin Ford was about \$1,000 less.

The council has the options of rejecting the bids or accepting the bid. Staff would like the Council to consider rejecting all bids as we believe we can explore other options for the vehicle.

Vehicle Information:

<u>Purchased</u>	<u>Trade 1</u>	<u>Trade 2</u>
Stock Number: 14667		
Vehicle: 2014 FORD ESCAPE S		
Color: WHITE		
Odometer: 0		
VIN: 1FMCU0F77EUE27497		

Buyer Information:

<u>Primary</u>	<u>Secondary</u>
Name : Town of Dewey	
Address :	
Home Phone: (928) 632-5074	
Business Phone :	

Amount Financed :

Selling Price :	23,165.00
Credit Insurance :	0.00
N/A :	0.00
N/A :	0.00
N/A :	0.00
N/A :	0.00
N/A :	0.00
N/A :	0.00
N/A :	0.00
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N/A :	0.00
N/A :	0.00
N/A :	0.00
N/A :	0.00
N/A :	0.00
N/A :	0.00
Licensing & Registration :	401.58
DOC FEE :	325.50
N/A :	0.00
Tax #1 :	1,809.03
Tax #2 :	0.00
Tax #3 :	0.00
Other Tax:	0.00
N/A :	0.00
Total Cash Price :	25,701.11
Total Credits:	1,500.00
Amount Financed:	24,201.11

Amount Due At Inception :

Down Payment:	Cash Deposit :	0.00
	Cash Down Payment :	0.00
	Deferred Cash :	0.00
Rebate(s):		1,500.00
	N/A :	0.00
Trade(s):	Gross Trade 1:	0.00
	Payoff Trade 1:	0.00
	Gross Trade 2:	0.00
	Payoff Trade 2:	0.00
	Total Net Trade(s):	0.00
	Total Credits:	1,500.00

Financing Terms :

APR:	0.000
Effective APR:	0.000
Term:	0
-1 Monthly Payments:	0.00
1 Final Payment:	24,201.11
Total of Payments:	24,201.11
Amount Financed:	24,201.11
Finance Charge:	
Bank Fee:	0.00
VSI Single Int Prem:	0.00



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COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: SEPT 16 2014

Date of Request: 9/4/2014

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):

DISCUSSION AND ACTION ON WHO SHOULD ATTEND THE NEWLY ELECTED TOWN OFFICIALS AT THE LEAGUE OF CITIES & TOWN CONFERENCE

Purpose and Background Information (Detail of requested action):

WHEN THE CONFERENCE IS ANNOUNCED STAFF WILL KNOW HOW MANY PEOPLE WILL BE ATTENDING

Staff Recommendation(s):

Budgeted Amount:

List All Attachments:

Type of Presentation:

Special Equipment needed: Laptop Remote Microphone

Overhead Projector Other:

Contact Person: JACK HAMILSON

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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COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: SEPT 16 2014

Date of Request: 9/4/2014

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):

DISCUSSION AND POSSIBLE ACTION TO HAVE PRZ LOOK AT CHANGING THE REAR SETBACK ON ALL PARCELS OF LAND IN DEWEY-HUMBOLDT TO 10 FEET

Purpose and Background Information (Detail of requested action). ON 9/2/2014 THE BOARD OF ADJUSTMENT (TOWN COUNCIL) VOTED 5 TO 2 TO GIVE A VARIANCE TO A PROPERTY OWNER TO ERECT A BUILDING WITH A 10 FT REAR SETBACK, SINCE THE PLOT OF LAND WAS 3.71 ACRES OF PLAT ALL USEABLE LAND THE COUNCIL SHOULD

~~Staff Recommendation(s):~~ CONSIDER CHANGING THE CODE TO ALLOW ALL LAND OWNERS TO HAVE THE SAME RIGHT, THIS IS FOR REAR SETBACK ONLY

Budgeted Amount: _____

List All Attachments: _____

Type of Presentation: _____

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

Contact Person: JACK HAMILTON

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.