

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

Tuesday, March 15, 2016, 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 Arlene Alen, Jack Hamilton, Mark McBrady, Dennis Repan, Nancy Wright; Vice Mayor Doug Treadway; 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. Interview and possible appointment of Luis Chavez to the Planning and Zoning Commission.

5. Town Manager's Report. Update on Current Events. No legal actions can be taken. Council may ask town staff to review an operational matter at this time, or may ask that a matter be put on a future agenda for actions or further discussion. Possible matters and projects are related to Town general administration, Finance, Public Works, Community Development.

6. Consent Agenda.

6.1. Minutes. Minutes from the January 12, 2016 Study Session Council Meeting and January 19, 2016 Regular Council Meeting.

6.2. Copyright /Trademark of Town logo(s) and/or slogan. (Directed at the March 8 meeting)

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.

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n/a

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. **Council Letter regarding the Iron King /Humboldt Smelter Superfund site issues to Senator McCain.** As directed at the February 2 meeting.

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

9.1. **2011- 2021 Capital Improvement Plan review, assessment and direction for future implementation.**

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9.2. **Yavapai County Sheriff's Office Intergovernmental Agreement for police services (FY 2016-17).**

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9.3. **United States Department of Agriculture (USDA) Business Development Grant Advisability.** Possible action on whether to apply and for what project(s) if applying.

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9.4. **Council's approval to hear a presentation in conjunction with the proclamation being read. [CAARF requested by VM Treadway]**

10. **Public Hearing Agenda.**

THIS CONCLUDES THE LEGAL ACTION PORTION OF THE AGENDA.

11. **Adjourn.**

For Your Information:

Next Town Council Meeting: Tuesday, April 5, 2016, at 6:30 p.m.

Next Planning & Zoning Meeting: Thursday, April 7, 2016, at 6:00 p.m.

Next Town Council Work Session: Tuesday, April 12, 2016, at 2:00 p.m.

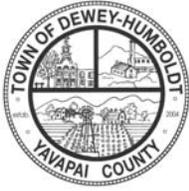
Next Town Council Special Session: Tuesday, March 22, 2016, at 2:00 p.m.

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 _____, 2016, 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 928-632-7362 ▪ Fax 928-632-7365

TOWN COUNCIL REGULAR MEETING

March 15, 2016, 6:30 pm Town Council Meeting Chambers

Agenda Item # 4.1. Interview and possible appointment for P&Z Commission. (Luiz Chavez)

To: Mayor and Town Council Members

From: Judy Morgan, Town Clerk

Date submitted: March 11, 2016

Recommendation: Appoint the applicant

Summary:

The Planning and Zoning Commission is formed of seven members, all of whom must be residents of the town. Each member is appointed to a four-year term, unless filling a vacancy appointment (in which case the term is the balance of the term of the person replaced). The P&Z Commission meets on the first Thursday following the first Tuesday of each month at 6:00 p.m.

The commission currently at 6 members.

Luiz Chavez, a resident of the Town, has applied for the one vacant seat on the P&Z Commission. If appointed, he would fill the vacancy left by Dee Parker's recent resignation. This term is due to expire January 2017, therefore, if he is appointed to the P&Z it would be to serve out the 1-year left on this term.

Profile

Luiz

First Name

Chavez

Last Name

Middle Initial

Email Address

625 S Clayton Place

Street Address

Suite or Apt

Dewey-Humboldt

City

AZ

State

86327

Postal Code

Mobile: (928)

Primary Phone

Home:

Alternate Phone

Self-Pepe's Painting, LLC /
Chavez Horse Ranch, LLC

Employer

Owner

Job Title

Which Boards would you like to apply for?

Planning and Zoning Advisory Commission

Interests & Experiences

Why are you interested in serving on a board or commission?

I want to help serve my community and get to know the other people already serving in this town. I have experience as a successful business owner and run my family ranch here in Dewey-Humboldt. Because I work in construction, I have experience with building codes and reading blueprints and such. My experience as a rancher provides me with understanding when it comes to the pace of this community and what its residents want. For these reasons, I believe I would be a good candidate to fill this vacancy. Please see my resume which outlines some of my ranching experience. Please note, it does not include any of my contracting business' information but please be aware that I have been operating this business since 2004. Thank you for your consideration.

[Chavez Resume.pdf](#)

Upload a Resume

Demographics

Question applies to Open Space and Trails Committee.

Question applies to Planning and Zoning Advisory Commission, Board of Adjustment, Open Space and Trails Committee.

Do you live within the incorporated Town of Dewey-Humboldt limits?

Yes No

Luiz "Pepe" Chavez

928- [REDACTED]

[REDACTED]@gmail.com

625 S Clayton Place, Dewey-Humboldt, AZ 86327

Overview and Biography

I have extensive experience when it comes to horses and the business of running a ranch. From an early age I have worked around horses and have gained proficiency in several equestrian areas including roping, riding, breeding, showing, proper care, wrangling cattle, etc. I have over 25 years of ranch and horse experience between working as a hand and with my own horses. In 2015, I launched a new company, Chavez Horse Ranch, LLC., which specializes in purebred horses, such as Andalusians from Spain and Friesian horses from Denmark.

Training and Instruction

1990-1992

- Training Assistant: I served as a Training Assistant under Glenn Anderson. My duties included instructing students in the proper care of horses and how to prepare them for riding. This included saddling, proper commands, proper care of the horse and equipment, what to look for when preparing the horse for riding, etc.

2001-2007

- Instructor: I was an instructor and a member for the 4H Rough Riders. I performed similar duties as when I was working with Glenn Anderson.

1985-Present

- Trail Master: I have led many trail rides for students, friends, family members, and colleagues off and on over the years. I have experience working in the field with horses in wilderness scenarios.

Professional Awards and Experience

Roping (1985)

Showing (1987)

Competed professionally with the Paint Horse Association (1987-1990)

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
STUDY SESSION MINUTES
JANUARY 12, 2016, 2:00 P.M.**

A STUDY SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, JANUARY 12, 2016, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.

1. **Call To Order.** The meeting was called to order at 2:05 p.m. Mayor Nolan presided.
2. **Roll Call.** Town Council Members Arlene Alen, Jack Hamilton, Mark McBrady, Dennis Repan, Nancy Wright; Vice Mayor Doug Treadway; and Mayor Terry Nolan were present.
3. **Study Session.** No legal action to be taken.

3.1. Proposed Animal Ordinances. [follow up on the November 10, 2015 discussion]

Town Manager Yvonne Kimball gave an overview of the process to date. Community Planner/Code Officer Steven Brown gave an overview of the work to date by the Planning & Zoning Commission and research of other towns. Proposed changes were reviewed as well as P & Z's work to date on this. Council recommendations were 1. Page 7 – Section 90.02 General Provisions-(A) last sentence, “or a leash of sufficient strength to support a dog” removing the 6’ length wording. 2. Page 11 – Section 90.19 Biting animals – ARS number to be included. 3. Page 12 – Section 90.50 Maintenance Standard – reduce stipulations, b, c and d to be removed. The modifications will be made to Section 90 ordinance and brought back to council.

Public Comment was taken.

Debbie Pomeroy spoke on nuisance ordinances rather than a mandatory ordinance.

Ted Brooks spoke on community meetings for animal ordinance and desire for public participation.

Patrick McGill spoke on anonymous versus identified complaints.

Jerry Brady spoke on problems with anonymous complaints and requirements to take to court.

3.2. Code Enforcement Overview and Case Report. Presentation by Community Planner/Code Officer Steven Brown.

CP/CO Steven Brown gave a PowerPoint presentation regarding Code Enforcement. He spoke to council questions regarding condemnation and abatement procedures for adoption. TM Kimball spoke on working with the Town Attorney about the condemnation process and problems with ownership of a property.

Public comment was taken.

Jerry Brady spoke on historical code enforcement under Yavapai County jurisdiction and Veteran Housing in the Blue Hills.

3.3. Website redesign follow-up and possible direction to proceed with an agreement.
[Revize LLC follow-up from December 8th meeting]

Town Clerk Judy Morgan explained there was a last minute change to the CivicPlus quote making it competitive with the Revize LLC quote. TC Morgan requested additional time to do more research on this and bring it back to the next work session.

3.4. Town legal service solicitation material review and direction on next steps.

Town Manager Yvonne Kimball gave an overview on the legal solicitation process and requested a collective agreement from Council. Council clarified some details for the RFP i.e. approximately 20 hours per month; run ad in local paper 2-3 weeks, as well as online League of Cities and Towns, and AZ Bar Association with January 29th being the last day to submit. Item will be agendaized for next steps on February 2nd meeting regarding the interview process.

3.5. Process of future performance evaluation for Town Manager.

Council reviewed the Clarkdale evaluation form which included a self-evaluation section. Council considered how to perform the evaluation this year, as well as the process for next year. The “Clarkdale evaluation form” will be used for next year’s evaluation of the town manager, January 1, 2017.

3.6. Discussion and consensus on setting a town policy on recognition of time in service for town employees and town committee volunteers. [CAARF requested by CM Wright]

Council reviewed the ways public body volunteers were recognized, which milestones were recognized and what costs were involved. It was recommended that a policy be instituted to create consistency in the area of employee and volunteer recognition.

Public comment was taken.

Jerry Brady spoke on the Civil Service Commission ratings, step increases, and awards.

4. Special Session. Legal action can be taken.

4.1. 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.

Council did not schedule an additional meeting.

5. Adjourn. The meeting was adjourned at 4:48 p.m.

Terry Nolan, Mayor

ATTEST:

Judy Morgan, Town Clerk

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
REGULAR MEETING MINUTES
JANUARY 19, 2016, 6:30 P.M.**

A REGULAR MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, JANUARY 19, 2016, 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 6:32 p.m.
2. **Opening Ceremonies.**
 - 2.1. **Pledge of Allegiance.** Done.
 - 2.2. **Invocation.** Given by Councilmember Nancy Wright.
3. **Roll Call.** Town Council Members Arlene Alen, Jack Hamilton, Mark McBrady, Dennis Repan, Nancy Wright; Vice Mayor Doug Treadway; and Mayor Terry Nolan were present.
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.

None.
5. **Town Manager's Report.** Update on Current Events.
 - 5.1. **A Student project with Northern Arizona University (NAU) and Greater Prescott Regional Economic Partnership (GPREP) for the Town of Dewey-Humboldt.**

Town Manager Yvonne Kimball and Community Planner/Code Officer Steven Brown gave updates on the GPREP and NAU Student Project, which will involve General Plan update work. CP/CO Brown informed that this partnership class is a 7-week class, fairly short duration.
 - 5.2. **2016 Citizen Survey update.**

Town Manager Kimball gave an update on the Citizen Survey. A report from Ms. Alex Wright shall come in March.
6. **Consent Agenda.**
 - 6.1. **Minutes.** Minutes from the December 8, 2015 Study Session Council Meeting.

Councilmember Wright made a motion to approve the minutes from the December 8, 2015, Study Session as presented. It was seconded by Vice Mayor Treadway and approved unanimously.
7. **Comments from the Public (on non-agendized items only).** None.
8. **Discussion Agenda – Unfinished Business.** None.
9. **Discussion Agenda – New Business.** Discussion and Possible Action on matters not previously presented to the Council.
 - 9.1. **Town Attorney Service Agreement with Gust Rosenfeld, PLC.**

Councilmember Hamilton recommended the continuation of the previous contract for legal services until the responses to the Request for Quote (RFQ) come back.

Councilmember Hamilton made a motion to approve the temporary agreement with Gust Rosenfeld, PLC. for Town Attorney Services. Councilmember Repan seconded and it was approved unanimously.

Mayor Nolan made a motion to move agenda item 9.2. and 9.6 to the end of the meeting (before adjournment). Councilmember Repan seconded this, and it was approved unanimously.

Mayor Nolan made a motion to move item 9.7 ahead of 9.3. Councilmember McBrady seconded the motion. Discussion followed. It was approved by a 5-2 vote in favor, with CM Hamilton and CM Wright voting against.

Roberta Drake spoke on the kennel item content.

Debby Pomeroy spoke on having a citizen committee of 5 community members to write the ordinance.

9.7 Create committee of citizens to go through animal ordinances. [CAARF requested by Mayor Nolan] (Item 9.7 was moved ahead of 9.3).

Mayor Nolan gave an overview on this CAARF recommending a committee be formed for the purpose of reviewing and recommending animal code ordinance modifications. There was further discussion and comment from the Council and Public.

There was extensive discussion amongst Council and Councilmembers about committee appointment guidelines; history of the ordinance; need to not rush; consideration of sending to additional work session(s).

A motion was made by Councilmember McBrady to approve allowing a woman in the audience to speak. Mayor Nolan seconded, and the motion passed 5-2 with Councilmembers Hamilton and Wright voting against.

Public Comment was taken.

Norman Hansen asked who provided the citizen input.

Ulys Brooks spoke on consideration of guard dogs and barking.

Roberta Drake expressed D-H is maintaining rural quality with protections of animals.

Debby Pomeroy recommended further work on the ordinances and having a council liaison on committee.

Vickie Wendt spoke on the history of community meetings and the ordinance needing help including inoculation requirement.

Angela Tesky-Peterson supported forming a committee with professional advice based on the historical difficulty of this issue.

There was further council discussion.

A motion to approve the set up a committee of 5 professional people, ranchers, veterinarian and the like was made by Mayor Nolan. The motion did not receive a second and was lost.

A motion to approve holding a work session to review the animal codes (Dewey-Humboldt and Chino Valley) and get public input. Look at the results and then determine whether there is a need to establish an animal advisory committee. Seconded by Councilmember McBrady. It was approved by a 5-2 vote in favor, Councilmembers Hamilton and Wright voting against.

9.3. Ordinance 16-124 Amending Town Code of Ordinances, Title IX General Provisions, Chapter 90 Animals. [As directed at the January 12th meeting]

9.3 was continued after 9.7.

Councilmember Alen made a motion to table 9.3 Ordinance 16-124 Amending Town Code of Ordinances, Title IX General Provisions, Chapter 90 Animals until after the work session. Seconded by Councilmember McBrady. It was approved by a 6-1 vote in favor, Councilmember Hamilton voting against. It will be placed on the February 9th work session.

9.4. Requesting information and briefing of the meeting of Jan., 2016 with attendees Senator John McCain and Mayor Terry Nolan. [CAARF requested by CM Repan]

Mayor Nolan gave an overview explaining that he and Vice Mayor Treadway met with Senator McCain when he was in the region in January 2016. Senator McCain gave an update on several legislative items. Topics discussed were Armed Services combat pay and insurance policies; the dissolution of common core; Sonoran corridor I-11; Chairman of the Armed Services Committee including unnecessary spending; Forest Service and shortages and the Granite Mountain 19; copper mining; Verde River watershed concerns; firebreak concerns and the Superfund Site and the impact on property values. Mayor Nolan said that he noted during the meeting that there hasn't been any EPA presence in over a year, and, if they aren't interested in this area, they might consider dropping the town off the list. Senator McCain stated that he would have his aides look into it. Mayor Nolan said that he did get calls from his Senator McCain's aides and they are moving the issue to his office in Washington and will look at it.

Vice Mayor Treadway spoke to feeling that delisting the area would be an error and not in the best interest of the community. Vice Mayor Treadway was contacted by Senator McCain's aide and he advised that he did not share the Mayor's opinion about delisting the local sites.

Councilmember Repan stated that he was not aware of the meeting or how the meeting came to be, but that he had heard Mayor Nolan express this opinion at another conference. He pointed out that the Mayor was assumed to be a "representative" of the community as Mayor when he was invited to the meeting, and would have been assumed to be speaking on behalf of the Council. There was further discussion on the superfund sites.

Attorney Goodwin recommended that this may be an agenda item for the future, as council was talking about the merits of the town's position with respect to the site.

Councilmember Hamilton stated that the Council passed a position supporting the Superfund and, therefore, they should not be debating it during this discussion.

9.5. Review and discussion of regular council meeting, agenda item 4, "Announcements, Appointments and Proclamations" during council meeting of 1/5/16. [CAARF requested by CM Repan]

Councilmember Repan spoke to comments that were made regarding certain Councilmembers during the January 5, 2016, council meeting. Two of the Councilmembers were present, one was absent. CM Repan felt that that absent individual, Councilmember Alen, should have the opportunity to speak to said comments. He cited that code says members are to be treated in an equal manner without degradation. Mayor Nolan cited that the comments were made in item 5.2 Town Manager's Report, not item

4, which made this matter “off-topic”. CM Repan stated that he would bring the matter back at a future meeting.

9.8. To discuss [and possibly approve] the Mayor attending [GAMA] legislative dinner on January 27, 2016. [CAARF requested by Mayor Nolan]

Mayor Nolan spoke on attending this dinner last year.

Councilmember Repan asked about the breakdown of shared costs and asked if the Town Manager could estimate what the shared costs would be.

Town Manager Kimball recalled that the costs were shared and that she estimated it at \$300. There was further council discussion.

Mayor Nolan made a motion to approve sending the mayor to the GAMA dinner meeting. Councilmember McBrady seconded. It failed by a 2-5 vote with Councilmembers Alen; Hamilton; Repan; Wright and Vice Mayor Treadway voting against.

10. Public Hearing Agenda.

10.1. Ordinance 16-123 “Reasonable Accommodations”: Adopting the “Arizonans with Disabilities Act” by reference; amending sections of Town Code Title XV Land Usage Chapter 150 Building Codes and Chapter 153 Zoning Regulations. Public hearing, discussion and possible adoption, modification, tabling to a future meeting, or rejection.

The Public Hearing was opened at 8:57 p.m. No comments were received from the public. The Public Hearing was closed at 8:58 p.m. Councilmember Hamilton made a motion to approve Ordinance 16-123 “Reasonable Accommodations” adopting the “Arizonans with Disabilities Act” by reference; amending sections of Town Code Title XV Land Usage Chapter 150 Building Codes and Chapter 153 Zoning Regulations. It was seconded by Councilmember Alen, and approved unanimously.

9.2. Evaluation of Town Manager. Give bonus if warranted.

9.2.1. Recess into and hold an executive session pursuant to A.R.S. § 38-431.03 (A)(1) Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.

Councilmember Hamilton made a motion to go into Executive Session on 9.2 and 9.6. It was seconded by VM Treadway and approved unanimously.

Council recessed at 9:03 p.m.

9.2.1 Reconvene Regular Meeting.

Council reconvened into Regular Meeting at 10:21

Mayor Nolan made a motion to give Yvonne Kimball, Town Manager, a one-time bonus of \$1500. It was seconded by Councilmember Brady and approved by a 6-1 vote in favor, Councilmember Hamilton voting against.

9.6 Update from Mayor Nolan on property located at 12980 E. Prescott Street (APN 402-09-030C). [CAARF requested by CM Repan]

9.6.1 Recess into and hold an executive session pursuant to A.R.S. § 38-431.03 (A)(7) Discussions or consultations with designated representative of the public body in order to consider its position and instruct its representatives regarding

Town Council Regular Meeting Minutes, January 19, 2016
negotiations for the purchase of real property located at 12980 E. Prescott Street,
Dewey-Humboldt, Arizona, (APN 402-09-030C).

See 9.2 for motion and recess for Executive Session on 9.2 and 9.6 combined.

9.6.2 Reconvene Regular Meeting.

Council reconvened into Regular Meeting at 10:21

No action was taken on this item once Council reconvened to regular session from Executive Session.

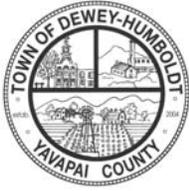
11. Adjourn. The Meeting adjourned at 10:23 p.m.

Terry Nolan, Mayor

ATTEST:

Judy Morgan, Town Clerk

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

TOWN COUNCIL REGULAR SESSION

March 15, 2016, 6:30 p.m. Town Council Meeting Chambers

Agenda Item: # 8.1. Council Letter regarding the Iron King /Humboldt Smelter Superfund site issues to Senator McCain. As directed at the February 2 meeting.

To: Mayor and Town Council Members

From: Yvonne Kimball, Town Manager

Date submitted: March 10, 2016

Recommendation: Sign and send the letter

Summary:

At Councilmember Alen's request, the Council directed staff to draft a letter to Senator McCain and all legislators, at the February 2nd meeting. The purpose was to thank him (Senator McCain) and express a need for his help in pushing the EPA toward a solution. The letter has been drafted by Town Staff and the Town Attorney.

Staff also contacted Supervisor Thurman, as he has expressed interested at the meeting to join our effort.



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

March 15, 2016

The Honorable John McCain
United States Senate
2201 East Camelback Road
Suite 115
Phoenix, AZ 85016

Dear Senator McCain:

We, the Dewey-Humboldt Town Council, have received your correspondence dated February 5, 2016, regarding the Iron King Mine/Humboldt Smelter Superfund Site. We sincerely appreciate your offer of assistance in this matter.

You indicated that you recognize that there may have been some divisions in opinions amongst the Town Council regarding the Superfund site. However, what the Town Council does agree upon is that, as a community, we have grown tired of the continuing wait for eventual remediation. The site was designated a superfund site by the Environmental Protection Agency (EPA) in 2006. Over ten years have passed with numerous studies and much research having been conducted resulting in no tangible clean-up action plan - which was what we have been seeking. This elongated process has taken a toll on our citizens and thwarted economic development in our area.

Further, over 75% of the Dewey-Humboldt residents are served by domestic wells and private septic systems. Since so much time has gone by, without a resolution, there are health issues in our community that our citizens believe may be the result of the mine tailings and arsenic in their well water. The recent incident with the water supply in Flint, Michigan, has only escalated the worry and concern of our citizens in regard to their domestic well water.

Instead of waiting for EPA while there was no progress being made or a plan of action adopted, we independently took steps toward the resolution of this problem. The Town instituted a free well water testing program in order to enable our residents to determine the actual level of arsenic, copper and lead contaminants in their domestic well-produced water. Based on the results, we hope that our residents will make informed decisions for their families. Despite a significant impact on our tiny budget, Town Council was committed to this program, as the well-being of our citizens is of the utmost priority.

We are grateful that you are interested in assisting Dewey-Humboldt in our ongoing challenges with the EPA and the Superfund site. We appeal to you for help, as we realize that we cannot accomplish the clean-up goal by our own means. The Town Council, collectively, petitions

you to direct the EPA to expedite the entire clean-up process for the Dewey-Humboldt Iron King Mine/Humboldt Smelter Superfund site.

We want our community to be healthy with revived economic development. With your furtherance, we believe that our Superfund site clean-up process would be accomplished quickly.

Respectfully,

Dewey-Humboldt Town Council

Terry Nolan, Mayor
Doug Treadway, Vice Mayor
Arlene Alen, Council Member
Mark McBrady, Council Member
Jack Hamilton, Council member
Dennis Repan, Council Member
Nancy Wright, Council Member

cc: Senator Jeff Flake
Representative Paul Gosar

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Phone 928-632-7362 ▪ Fax 928-632-7365

TOWN COUNCIL REGULAR SESSION

March 15, 2016, 6:30 p.m. Town Council Meeting Chambers

Agenda Item: # 9.1. 2011- 2021 Capital Improvement Plan review, assessment and direction for future implementation.

To: Mayor and Town Council Members

From: Yvonne Kimball, Town Manager; Ed Hanks, Public Works Supervisor

Date submitted: March 10, 2016

Staff goal: Review the current state of the CIP and understand Council's level of commitment to the CIP; Council acknowledges the challenges of the 2011-2021 CIP and understands that the CIP will not be implemented fully by 2021 without a realistic funding mechanism.

Summary: The Town adopted the 2011-2021 Capital Improvement Program through Resolution 10-74. The Program identified 18 projects to be completed by 2021. Staff conducted a review of the program. There are good news and challenges.

We found that a few projects have been completed or practically completed, sometimes through creative means, such as the space facility study, and the traffic light at Main St.

On the other hand, there are 16 remaining to be planned for and worked on. The biggest challenge of the CIP is that no funding sources were identified. Some of these remaining projects are expensive items and complicated enough to take a long time to accomplish. Town has been hoping for grants to pay for all CIP projects. It is not realistic to consider grants as the only source for CIP funding. Due to the lack of an adequate funding mechanism, staff concludes that it is not realistic to accomplish all projects by 2021. Moving forward, we have some suggestions:

1. Consider repealing the resolution 10-74 and making the CIP a working document for the Public Works Department. Since the town does not have development fees, there is no legal requirement for the Council to adopt a CIP. The Town had development fees in 2010 and it is possible the reason for the Town's adoption of the 2011-2021 CIP. The difference between a formal CIP and a working document is that a CIP suggests the Town's will and resources to complete it within a defined period whereas a working plan allows flexibility at many levels.
2. If Council is committed to completion of all projects outlined in the CIP, we recommend designing a funding mechanism. Solely depending on grants is not realistic; nor does it represents a true commitment.
3. Separately, whether the Council wishes to abolish the CIP or not, the projects are valuable projects. Staff recommends prioritizing the remaining projects for their eventual completion. In reviewing the CIP, we have divided the 18 projects into four categories. Projects under Category 2, 3, 4 are remaining to be done. We also prioritized them. (See attachments) At this meeting, we wish to go over our assessment with you.

Attachments: 1) CIP review summary; 2) projects status priority ranking form; 3) section map for Category 2 projects; 4) 2011-2021 CIP text

Capital Improvement Plan Review and Summary

February 2016

The Capital Improvement Plan for Fiscal Years 2011-2021, that the Town currently has, is a step that the town took for a general direction of improvements that are needed. The plan lists out 18 projects with steps that are needed to complete or accomplish each project. The list below details the projects (not in order of the list in the plan) that are listed in the plan categorized by: completed or scheduled to be completed, recognized "as needed" in prior Town studies, possible parks and trails linked with other Government-owned land, parks and trails that would be Town-owned and Town-controlled. Some may need to be taken off of the list due to the complexity and improbability of ever being completed. There may be other projects that would be more feasible with a greater likelihood of completion.

Category 1

Completed or scheduled to be completed

- 1) Facility/Space Study – Questions and study to build a core community center: Town Hall, Library, Parks etc. in one common area.
- 2) Traffic Control at Highway 69 and Main Street – Stop Light to be installed at Highway 69 and Main Street in Humboldt area.
- 3) Cranberry Road - Acquire Right-of-Way and Chipseal portion from Smoki Trail to Seminole Circle.
- 4) Agua Fria Lane - Double Chipseal from sleepy acres to Beverly Hills Drive.
 - Projects 3 and 4 have been greatly improved but not to the standard listed in the CIP project schedule.
 - Newtown Parking and Trailhead is currently in progress with the Forest Service. This was not a project listed in the CIP schedule.

Category 2

Have not been completed but are recognized "as needed" in Prior Town Studies

- 5) Prescott Dells Ranch Road: (Dirt road improvements to create a circulation road) From Highway 69 past Dewey Road intersection ending at the Rocky Hill Rd Intersection.
- 6) Rocky Hill Road: (Dirt road improvements to create a circulation road) 2 sections 1 from Prescott Dells Ranch Rd Intersection to Martha Rd, 2 section from Martha Rd to Tonto Rd.
- 7) Dewey Road: (Dirt road improvements to create a circulation road) Dirt portion from end of Town Right-of-Way to Prescott Dells Ranch Rd.
- 8) Shirley Lane: (Dirt road improvements to create a circulation road) Extend Shirley Lane from Lovin' Lane to Prescott Dells Ranch Rd.
- 9) Land Banking: Purchase Land at historically low prices and set aside for future use or sale at when value increases.
- 10) New Town Hall/Facility

Capital Improvement Plan Review and Summary

Category 3

Possible parks and trail head areas linked with State Trust and/or Bureau of Land Management Parcels.

- 11) Blue Hills Picnic and Parking Area: Picnic and parking area on the west side of Highway 69 just off of Henderson Road, east of Brookstone Drive.
- 12) Open Space Preservation: Acquire Land for open space from BLM, State Trust Land, private purchase, etc.

Category 4

Possible Parks, Trailheads and Trails Town-Owned and controlled

- 13) Chaparral Gulch Multi-use Trail: Build a multi-use trail from Prescott Street to undetermined location located in the Agua Fria Ranch Road area.
- 14) Chaparral Gulch Junction (Smelter Parcel): Preserve the areas historical significance.
- 15) Agua Fria River to East boundary of Town Multi-use Trail: Build a trail in the Town-Owned Right-of-Way from the Agua Fria River crossing to the East boundary of Town.
- 16) Agua Fria River to Chaparral Gulch at Third Street Multi-use Trail: Build a trail from the Agua Fria Crossing to Chaparral Gulch going across the Smelter parcel.
- 17) Chaparral Gulch Multi-Use Trail: Build a trail from Chaparral Gulch crossing at Third Street going west across Highway 69 to a portion of BLM Land on the West side of Highway 69.
- 18) Blue Ridge Road Multi-use Trail: Build a trail from Foothills Road East in the Blue Ridge Right-of-Way to State Land on the East-side of Town.

**2011-2021 Capitol improvement Project
Review and Priority Ranking for remaining projects**

Category 1 - Completed or scheduled to be completed				
project #	Project name/Brief description/Type of Project	Status and /or challenges of Projects?	future recommendation	completed (Yes/No)
1	Facility study - Questions and study to build a core community center: Town Hall, Library, Parks etc. in one common area.	A facility study has been completed as of March 2016. Subsequently, Town staff uses the information provided in the study to come up with a sketch for a building on the donated property located at 12928 E. Main St.	n/a	Yes
2	Traffic Control at Highway 69 and Main Street -	funded completely by ADOT and CYMPO resources, from design to construction, and future maintenance. Town pays for electricity.	n/a	yes - full completion anticipated in Summer 2016.
note: The above projects have been completed or scheduled to be completed.				
3	Cranberry Road - Acquire Right of Way and Chipseal portion from Smoki Trail to Seminole Circle.	A small portion of the existing road is an Ingress/Egress easement from Smoki Trail approximately 400 feet East. Easement would need to be acquired prior to Chipsealing.	Acquire Easement portion of the road prior to chipsealing. Public Works Dept. has been maintaining the road as a dirt road, in the Fall of 2015 at the time of Grading a higher level of service was implemented, Town owned millings were applied to the road after grading profile and drainage was improved. The road surface has held up better this winter than in years past.	No

**2011-2021 Capitol improvement Project
Review and Priority Ranking for remaining projects**

4	Agua Fria Lane - Double chipseal From sleepy acres to Beverley hills Drive	Funding for Chipseal/Paving.	Public Works Dept. has been maintaining the road as a dirt road, in the Fall of 2015 at the time of Grading a higher level of service was implemented, Town owned millings were applied to the road after grading profile and drainage was improved. The road surface has held up better this winter than in years past.	No
note: The above projects have been addressed and improved but not to the standard that was recommended in the CIP.				

**2011-2021 Capitol improvement Project
Review and Priority Ranking for remaining projects**

Category 2 - Have not completed but are recognized "as needed" in Prior Town studies. Priority, especially Project 5, Project 6 section 1 and the alternative to section 2)				(High
project #	Project name/Brief description/Type of Project	challenges of Projects?	future recommendation	completed (Yes/No)
5	Prescott Dells Road - From Highway 69 past Dewey Road intersection ending at the Rocky Hill Rd Intersection. Inclusion into Town Owned Roads as an alternate route for residents.	Approximately 8 Land owners that an easement would be needed to be acquired from to transition this into a Public R O W.	Continue to pursue the Private to Public Transition policy on this portion of Road.	No
6	Rocky Hill Road - 2 sections (see attached map) 1 from Prescott Dells Rd Intersection to Martha Rd, 2 section from Martha Rd to Tonto Rd. Inclusion into Town Owned Roads as an alternate route for residents.	Section 1 (see attached section map) Approximately 21 Land owners, section 2 Approximately 20 Land Owners that easements need to be aquired from to transition this into a Public R O W.	Continue to pursue the Private to Public Transition policy on this portion of Road. Powerline Rd would be a viable alternate for Section 2 of Rocky Hill Rd.	No
7	Dewey Road - Dirt portion from end of Town ROW to Prescott Dells Rd. Bring Dewey Road up to a Chipseal standard as an alternate route for residents.	Approximately 45 easements need to be acquired from Private property owners to transition this into a Public R O W. A few residents have picked up the Private to Public Transition Policy to pursue this first portion needed. Nothing has been turned back in to date.	Continue to pursue the Private to Public Transition policy on this portion of Road.	No
8	Shirley Lane - Extend Shirley Lane from Lovin Lane to Prescott Dells Road and improve Prescott Dells Rd as an alternate Route for Residents.	Approximately 45 easements need to be acquired from private property owners to transition this into a Public R O W.	Continue to pursue the Private to Public Transition policy on this portion of Road.	No

**2011-2021 Capitol improvement Project
Review and Priority Ranking for remaining projects**

9	Land Banking - Purchase Land at Historically low prices and set aside for future use or sale at when value increases.	Land is no longer at Historical low prices.	Town remains open to accept land donations. Acquire properties when appropriate.	on-going
10	New Town Hall/Facility	All town offices are leased. Town received a proeprty donation in 2014.	Town eventually owns its own town offices.	no

note: The above projects from the CIP list are ranked based on community needs. 1-4 wear recognized and mentioned in the PARA study that was completed in 2012 as alternate routes for safety. 5-6 were recogin the facility study that has been completed. See the attached map to illustrate sections.

Category 3 - Possible Park and Trail head areas linked with State Trust and Burea of Land Management Parcels. (low priority, but can be done without an extensive funding source)

project #	Project name/Brief description/Type of Project	challenges of Projects?	future recommendation	completed (Yes/No)
11	Blue Hills Picnic and Parking Area - Picnic and parking area on the west side of Highway 69 Just off of Henderson Road east of brook stone Drive.	This is a picnic/parking area that would require BLM participation or purchasing the land from BLM.	Explore possible options with the Bureau of Land management.	No
12	Open Space Preservation -Acquire Land for open space from BLM, State Trust Land, Private purchase,etc. To be used for Recreational use parks, picnic areas, trails	purchasing Land	Explore any and all options that BLM, State Trust land, National Forest might have to aid the Town in acquiring Land	No

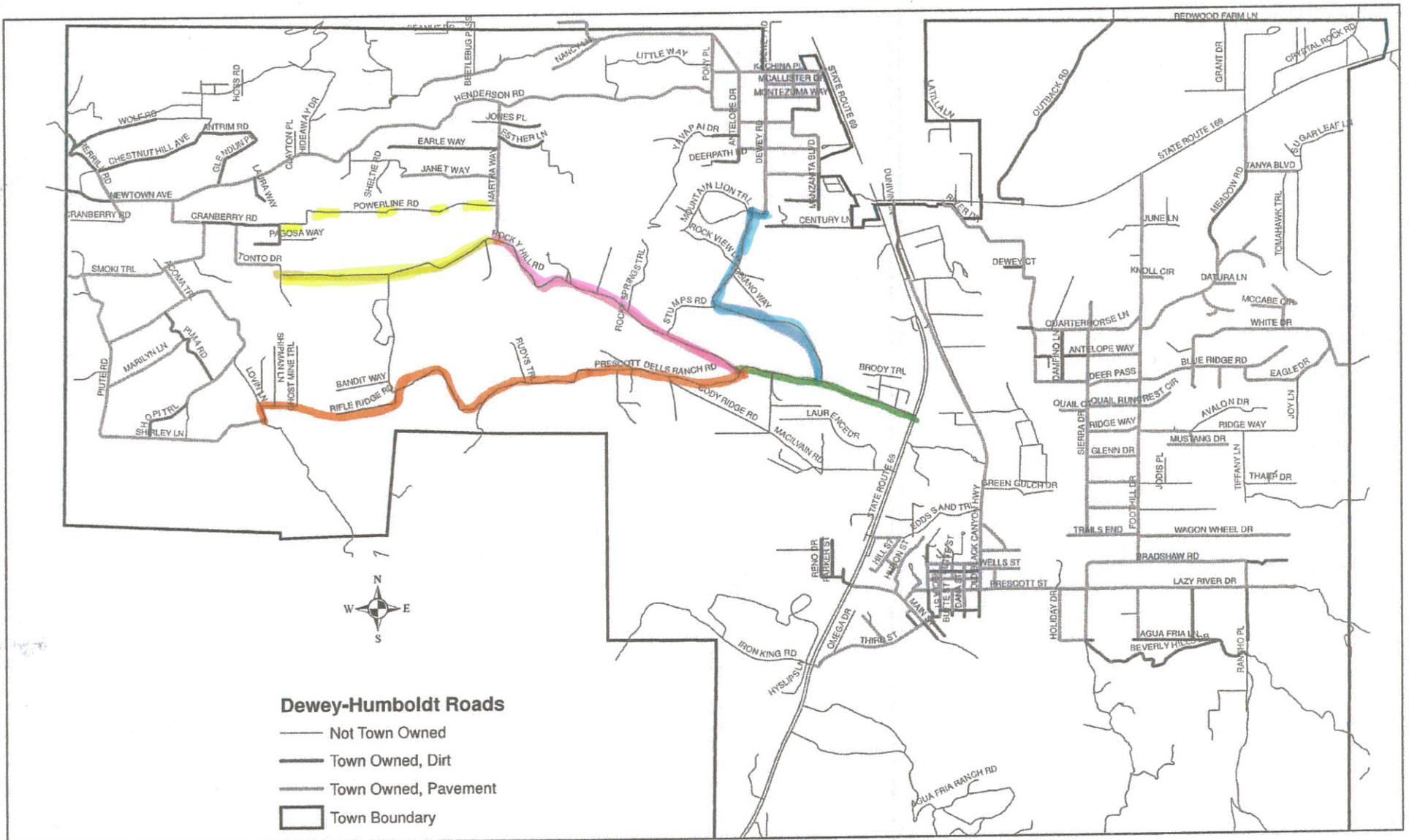
note: The CIP projects listed above are grouped together because they are directly linked to BLM land within the town limits. These have possible potential.

**2011-2021 Capitol improvement Project
Review and Priority Ranking for remaining projects**

Category 4 - Possible Parks and Trailheads Town Owned and controlled. (low priority, costly and complicated projects)				
project #	Project name/Brief description/Type of Project	challenges of Projects?	future recommendation	completed (Yes/No)
13	Chaparral Gulch Multi-use Trail - Build Multi use trail from Prescott Street to undetermined location located in the Agua Fria Ranch Road area. This would follow the Agua Fria River and had proposed educational paths along the route.	This project would require Public access easements across numerous Private parcel, Town owned areas large enough for parking at both ends of the Trail.	Exploration of easements and purchasing land for the areas needed.	No
14	Chaparral Gulch Junction (Smelter Parcel) - Preserve the Areas Historical significance, use as parking area for a trailhead, Picnic area, educational area etc.	This is a rather large parcel that does adjoin the Agua Fria River it has nice views and could make a nice recreational site for this area. However, it is privately owned and is part of the local super fund site. EPA remediation of this area is an unknown time frame. There is also some safety and structural concerns of this area.	Keep tabs on the remediation of this site/It could have a lot of potential.	No
15	Agua Fria River to East Boundary of Town Multi-use Trail - Build a trail in the Town Owned Right of Way from the Agua Fria River crossing to the East Boundary of Town.	Currently the road is in the middle of the R O W with utilities running to one side. This project would require moving the road and drainage closer to one side over a large portion of the road distance.	Once Trail Head locations are determined then locate trails in the appropriate areas.	No

**2011-2021 Capitol improvement Project
Review and Priority Ranking for remaining projects**

16	Agua Fria River to Chaparral Gulch at third Street Multi-use Trail - Trail from the Agua Fria Crossing to Chaparral Gulch going across the smelter parcel	This project assumes that project #3 Chaparral Gulch Junction (Smelter project) has been completed. It also has the same and drainage issues as the #4 Project listed above.	Same as Project 4 Recommendations	No
17	Chaparral Gulch Multy Use Trail - Trail Chaparral Gulch crossing at Third Street going west across Highway 69 to a portion of BLM Land on the West side of Highway 69.	Multiple private easements needed. Travel under Highway 69.	Possible trailhead starting on the west side of Highway 69.	No
18	Blue Ridge Road Multi-use Trail - Trail from Foothills Road East in the Blue Ridge Right of Way to the State Land on the East side of Town.	This trail would require the realignment of the road and drainage to accommodate a trail with in the ROW.	Explore the possibility of a trailhead on the state land on the east side of Town	No
<p>note: The above projects all require land and or easements. They are good ideas but are not seen as necessary or need for improvements.</p>				





Capital Improvement Plan Fiscal Years 2011 – 2021



Town of Dewey-Humboldt, Arizona

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January 2010

Honorable Mayor, Vice Mayor and Council,
Members of the Committee,
Citizens of Dewey-Humboldt,

We are pleased to present you with the Town of Dewey-Humboldt's Capital Improvement Program for Fiscal Years 2011-2021, a program that began just one year ago to ensure that Town improvements are planned in a way that achieves your vision.

This document discusses the process, the capital projects and the various options for funding those projects other than cash on hand. The schedules and financing estimates provide guidance to Council and staff for planning the annual budget though they never provide authority to spend or a commitment to complete the project.

We anticipate that you may desire a project sometime in the future that, due to its very size and cost will require other financing options such as issuing bonds or other debt. We recommend before doing so, that you form a CIP Financing Committee to explore all of the financing options to find the best fit for the Town.

What cannot be easily reflected in the document is the amount of volunteer time and work involved in the process by the Committee; Chairman Doyle Wiste, Vice Chair Robert Bowman, Members Skip Gladue, Sandra Goodwin, Georgia Remoise and Mr. Ron Whitman.

It is by your selfless sacrifice of time, understanding and knowledge that this document is a true reflection of the Town's needs. For over three months you attended weekly meetings, studied the material, researched and talked to fellow neighbors. Just as importantly, you shared that information with Council and staff, helping all of us to be better informed.

On behalf of your fellow citizens, thank you for your service. On behalf of all staff here at the Town, thank you for enlightening us and refreshing our spirit. Spending time working with volunteers such as you helps us to refocus and renews our dedication to the betterment of the Town and our Country. Through your giving, you have helped us to grow into better citizens and better employees.

All the best,

Town of Dewey-Humboldt Staff

Introduction to Capital Improvement Programming

The purpose of this document is to present the Town's Capital Improvement Program (CIP). The CIP is the primary tool that the Town uses to plan for major capital projects and acquisitions over a ten year forecast period. The plan is developed to help meet Council policy direction in the areas of infrastructure planning, development and maintenance including transportation, utilities, community facilities, and other projects needed to further enhance the quality of life in Dewey-Humboldt.

The CIP is for Planning Purposes Only. The plan identifies funding sources as well as project recommendations. In both cases, the financing sources and estimated capital expenditures noted in the plan are for planning purposes only **and are not appropriations for those years.** All amounts are staff's best estimate of future project needs and costs.

What is a Capital Expenditure? Broadly speaking, a capital expenditure is an outlay of a significant value that results in the acquisition of or addition to a capital asset (aka fixed asset), in other words, property that is held or used for more than five years. Types of fixed assets include:

- Land or rights to land
- Improvements to land (Infrastructure) other than buildings that exceed \$25,000 and add value to the land or improve its utility (such as roads, bridges, and sidewalks).
- Buildings

There are several important reasons for the Town to go through this lengthy process of planning and budgeting.

For one, **the stakes are high.** The capital infrastructure, facilities and equipment that the Town might build or purchase will most often, be large and very expensive, requiring the Town to raise and spend considerable amounts of money. The CIP planning process together with policies and management procedures are necessary to ensure that the projects and purchases are, first and foremost needed, well designed and efficiently implemented. That is to say, to ensure that the money invested in them is well spent.

Second, by their very definition, capital assets have useful lives that extend beyond one year, such as the infrastructure or a building which generally lasts for decades. Because they last so long, citizens and employees for many years to come will have to live with the results of the decisions we make today. Therefore, our decisions need to be based on careful planning.

Fixed assets include many types of property that the Town owns and uses in operations.

Fixed does not mean "immobile"; a fleet vehicle is a fixed asset.

Spending varies from year to year dependent on growth, development and the economy. As previously mentioned the capital assets have long lives so the need to replace them should occur infrequently. Factors such as these can create problems for the operating budget, which generally changes only incrementally in any year and most of those changes are to enhance or expand a service. The Town's operating budget has also had to cover major capital projects and purchases, causing it to stretch and contract greatly from year to year. This has created planning and revenue-raising challenges. With the current economic conditions, we expect there to be a great deal of discussion as staff presents Council with revised and new financing options to meet these annually changing requirements. Yet another reason to carefully plan; capital projects and purchases require a long time frame and special financing sources, both of which are difficult to incorporate in the operating budget.

Implementation takes time, depending on the size, complexity, environmental risk, and other factors of a project. It takes anywhere from several years to as long as a decade in order to plan and complete most infrastructure and capital facility projects. Time to define the project, secure approval, finish the design, acquire and prepare land, schedule the project and construct it. Even acquisition of sophisticated and expensive equipment can take several years to identify the need, gain approval, prepare specs, order, receive, install and set-up for operation and acceptance. The Town budget only provides spending authority for one year so careful planning and understanding is extremely important to provide project funding over several years.

Although the Town has primarily followed a pay-as-go approach to capital project financing, eventually the Citizens and Council may desire a project that due to its very size and cost will require other financing options such as issuing bonds or other debt. For major facilities and debt issues, the principal and interest repayment term can extend for twenty years or more. If the Council and citizens (through a voter referendum) approved and issued debt to finance a major project, they would in effect require future Councils and citizens to pay for their decision. Debt ties up revenues in future annual budgets. Because of the long-term consequences, Council should make sure that debt-financed projects are well planned, designed and carried out.

Changes that have occurred in the *operating budget* from year to year have generally been small or modest as we would expect. However, the capital projects and acquisitions requested in recent years have varied from the ones approved for past several years. Having incorporated just five years ago, we are a very young town that has many capital planning and development needs to address. As we mature, many of the capital assets we build will have long, useful lives, with the need for them recurring infrequently. To compensate for our lack of relevant experience in recent years, the CIP process will help Council and staff to apply special care in budgeting for major capital projects and purchases.

Program Overview

This Overview section explains the Town’s Capital Improvement Program, the process involved, the guidelines used to determine whether a project is a capital project, the Committee involved and the prioritization criteria. The CIP prioritization criteria describes in detail the measures used by the Town’s CIP Committee to rate the various proposed capital projects. The funding section is a discussion of the various options available to finance capital projects or acquisitions.

In 2008, the Town’s first Capital Improvement Program - Citizens Advisory Committee was established. During that first year, the Committee and ultimately, the Council formed the Capital Improvement Program process, requirements, categories and ranking criteria for future committees to use.

The process is repeated annually, just prior to the development of the annual budget; this year’s document is the culmination of an intense three months of hard work by the Committee.

CIP SCHEDULE		
Date	Meeting	Tasks and Accomplishments
September 8, 2009	Regular Council Meeting	Decision to perform CIP Inhouse
September 15, 2009	Council Work Study	Provide direction to CIP Facilitator, Renew Calls for new project proposals
September 23, 2009	Committee Mtg 1	Initial Briefing, Discuss schedule, Refresher Period, Presentation on status of current projects
September 30, 2009	Committee Mtg 2	Review all projects in the existing CIP document
October 7, 2009	Committee Mtg 3	Project discussion and review; all projects in the existing CIP document
October 9, 2009	DEADLINE	Deadline for New Project proposals
October 13, 2009	Council and Committee Meeting 1	Opportunity for Council to provide direction to Committee; discussion on proposed projects, committee ideas and recommendations.
October 21, 2009	Committee Mtg 4	With direction from Council, committee discussion on New Project proposals
November 4, 2009	Committee Mtg 5	Continued discussion on New Project proposals their relation to current projects. Open time to discuss all projects in anticipation of take home ranking assignment.
November 10, 2009	DEADLINE	Project Ranking sheets due
November 18, 2009	Committee Mtg 6	Ranking Results Presentation and Discussion, Select FY2011 project recommendations to Council. Review and discuss outcome of 2012-2021 project schedule base on ranking results.
December 1, 2009	Regular Council Meeting	Presentation to Council; Project recommendations for FY2011 and 2012-2021 Project schedule
December 8, 2009	Council and Committee Meeting 2	Public workshop and Discussion; changes to projects and schedule based on outcome of discussion
December 15, 2009	Regular Council Meeting	Finalize CIP projects and schedule if necessary; authorize staff to publish final document
December 16 - Jan 4	PROCESS	Publication process
January 5, 2010	Regular Council Meeting	Presentation to Council, Committee members and Public; final Capital Improvement Program

The CIP generally focuses on large and expensive capital projects and acquisitions with long useful lives. That’s not to say that a project must be huge to justify its inclusion in the CIP. The dollar threshold for capital projects has been set at \$25,000 with a life of 5 years or greater.

A call for project recommendations goes out during the opening period of the CIP process while the CIP Advisory Committee is being formed. Early in the process, a joint meeting with Council and Committee members is held so that the Council can provide clear direction to the Committee. Several joint meeting of this nature are held throughout the process to ensure that the Committee is on track with Council goals and to provide Council with progress updates.

The Committee schedule is planned around familiarizing themselves with current projects listed in the plan while the new project proposals come in. A status report on current projects is presented to the Committee by Town staff and after the deadline is passed, the Committee reviews the new project worksheets.

After several months of meetings, presentations, and homework; the Committee recesses to provide each member time to individually rank the projects base on the ranking criteria approved by Council.

Staff analyzes and presents the results of the individual ranking sheets to the Committee, followed by another round of discussions and a review of member remarks. Results and recommendations are presented to Council during which changes to the projects can occur. At this point we are very close to a final project schedule that will provide the foundation for the capital improvement plan document.

A series of Council study sessions and public hearings are held and finally the finished plan is presented to Council with a request to adopt the plan only. The first year of the project schedule becomes the foundation upon which the capital portion of the annual budget is based.

Prioritizing the Capital Projects. Because we have capital project requests and needs that exceed available financing, they have to be prioritized. The CIP Committee uses an approach that combines a points method with a final discussion and decision period during which a project's priority may change based solely on the outcome of committee discussion.

Rough project cost estimates are provided on the worksheets however the cost of the project is not a consideration during ranking, on the other hand the projected ongoing operating costs are considered.

The seven prioritization criteria used by Dewey-Humboldt for Capital Improvement Projects or Acquisitions are:

- **Desirable or Needed Public Improvements; Percentage of Population Served** – The purpose of this element is to consider the specific concerns related to:
 - **Point Count 0 – 30**
 - Significantly addresses gaps in infrastructure.

- Eliminates safety risks known from past occurrences, accident data, inspections.
 - Blighted public infrastructure and/or the deferred maintenance backlog.
 - Measures the benefit to the population as a whole.
- **Relationship to General Plan** – This element considers whether the proposed project or acquisition addresses the concerns and goals in the General Plan.
 - **Point Count 0 – 20**
 - Helps implementation of the public improvements identified in the General Plan.
- **Operating Costs** – The expected change in operation and maintenance costs. Estimates of the additional costs or reductions likely in the program budget for operations (Includes personnel) due to the proposed project or acquisition. Also to be considered are changes in revenues that may be affected or enhanced.
 - **Point Count 0 – 15**
 - Measures or mitigates impacts on future budgets.
- **Creating Community** – Aesthetic and social effects, a catch-all criterion for other significant quality of life related impacts. The purpose of this criterion is to evaluate the project based on the opportunity that it provides to create community links. Consider if the project provides opportunities to create walkable neighborhoods, recreational facilities, destinations with a strong sense of place, create links between such destinations, and create a sense of identity for Dewey-Humboldt.
 - **Point Count 0 – 10**
- **Sustainable Development** – this element considers if the project or acquisition integrates environmental appropriate or sustainable infrastructures solutions; does it advance smart growth principals.
 - **Point Count 0 – 10**
- **Community Value** – In the very basic sense, get the most bang for our dollars.
 - **Point Count 0 – 10**
- **Town Staff Ranking** – this element gives some consideration to professional expertise.
 - **Point Count 0 – 5**

Financing Overview

The development of funding strategies to meet long-term capital plans is an integral component of a well-managed jurisdiction. While borrowing is essential for most local government jurisdictions, an effective capital funding strategy requires consideration of a broader mix of funding tools. There are project-specific capital funding resources that may be appropriate for some projects but not for others, and that may not involve issuing debt.

Although there are a wide variety of funding options for capital projects, the Town faces constraints that determine if certain options are even feasible for consideration in the CIP. Examples of constraints include the current economic environment, the Town's current available resources, other projects in the CIP, and policies regarding taxation, indebtedness, and amount of risk.

All Funding methods will be reviewed in the context of their suitability for a project and then recommendations would be made to Council for consideration. Factors of consideration include:

- A. Legality. Is the funding method legally authorized to be used as planned? Have we considered all the necessary legal actions required to use this tool?
- B. Equity. Does the funding method ensure that those benefiting from the project pay for the project?
- C. Effectiveness. Does the funding method produce sufficient resources to undertake the project completely?
- D. Acceptability. Is the funding method politically acceptable? Does the risk conform to the Debt Policies.
- E. Affordability. Can the Town afford the financing method now, and in the future.
- F. Burden of Administration. Does the funding method result in undue burden on the staff in administering it? Are staff resources and expertise sufficient to properly administer the debt?

There are only two approaches to financing capital projects; pay-as-go and pay-as-use. The Town has strictly used current taxpayer revenues and the pay-as-go approach by using available cash to pay for capital projects.

Funding sources for the pay-as-go approach include user fees, impact fees, and fund balance. Grant funds and private contributions, to the extent available, also fall into this category.

Relying on the pay-as-go approach has had its advantages. Paying with cash rather than borrowing has allowed the Town to avoid any borrowing costs (e.g. interest, bond issuance

fees, and underwriter's discount). Additionally, because resources were not committed to ongoing debt service expenditures, the Town has had greater flexibility to address unexpected changes in its financial position.

A major disadvantage of pay-as-go financing is that the Town does not have sufficient cash on hand to pay for operations and the many capital needs that must be addressed each year. The next few years are expected to be especially difficult as the Country recovers from the effects of the current economic situation. While the pay-as-go funding has served the Town well and has an appropriate place in the overall financing plan, continued exclusive reliance on this approach will not be adequate to address the full range of needs for the Town.

Another disadvantage is that pay-as-go financing violates the "intergenerational equity" principle of paying for capital improvements, which states that those benefiting from the project should pay for it. Capital projects tend to have long useful lives, benefiting taxpayers many years into the future. Using cash on hand means that one group of taxpayers may pay for a project that benefits future taxpayers.

Identifying current and potential user fees (revenue) is essential. This is where the previously mentioned planning efforts are so important in making the CIP process effective. The special planning, financing and management efforts necessary include cost allocation plans and user fee studies updated on a regular basis (usually every three years). Recognizing the significance of careful planning and budgeting the Town Council has allocated a portion of fiscal year 2010 budget in order to **accomplish the Town's first** such plan and study.

In Fiscal Year 2010, the Town began a robust and sustainable grant management effort. Grants are often considered the most favorable financing method for capital projects since they do not require repayment. However, the use of grant funding does involve significant administrative costs. Some grants have a requirement that the Town assume the cost of supporting grant-funded positions or operating costs once the grant has run out and others require cash matching. The Town has clear financial policies that require consideration of all implications and Council approval is required prior to submission of a grant application whenever there is a potential for ongoing expenditures to exceed the program budget allocation.

A funding option that would be **an easy transition from strictly using town revenues** to pay for capital improvements would be to require reimbursement from the benefiting party. This type of improvement financing would still require that the Town pay for the improvement entirely up front but then the Town Council could, by Ordinance, collect a reimbursement amount (assessment) calculated on the parcel's **share of the benefit** received as compared to the total cost of the special public improvement. Any portion of the (costs) of the special (capital) improvement which would benefit the general public would still have to be paid for with Town funds.

Such improvements are to be consistent with the requirements of Title 9, Chapter 2, Article 3 of the Arizona Revised Statutes. The Town Council may by ordinance order improvements to be constructed at the Town's expense and that the expense shall be assessed against the property. The assessment would terminate within ten (10) years or when the total amount provided for is repaid.

Under the **pay-as-use** approach the Town would issue debt or borrow money and then pay back the funds as the project is used. Pay-as-use financing options include debt, such as low interest loans and bond financing that allows the Town to make debt service payments after the project is complete. The Town could utilize a tax levy, user fees and charges, or other designated source of repayment.

Not all projects should be funded with debt; projects with short useful lives, such as a piece of equipment or a vehicle, and projects with short useful lives, such as computers or technology should be paid for on a pay-as-go basis or by lease-purchase arrangement corresponding to the life of the asset. Paying for short-term assets with long-term debt violates the equity principal described earlier.

The Debt Management section of the Financial Policies provides comprehensive guidelines for debt issuance and management; they are included at the end of this overview for your information.

Most state and local governments rely on debt to pay for a portion of their capital improvement projects. Interest income on debt issued by government entities is generally exempt from federal income taxation and for Arizona, from State and Local income taxes. The tax exemption makes the instrument attractive to investors thus lowering the interest rates and interest costs on bonds. In order for bonds to qualify for tax-exempt status, they need to be issued to finance "government purpose" projects such as facilities, parks, or schools and be used to benefit the entire community. Other projects that may qualify include governmentally owned and operated water and sewage facilities, airports, solid waste disposal facilities and other projects identified in the Internal Revenue Service code.

The types of debt available for use by the Town include general obligation or revenue bonds and some lease arrangements. General obligation bonds fall into two broad categories; unlimited tax general obligations bonds and limited general obligation bonds. **Unlimited Tax General Obligation Bonds** would be secured by a pledge of the Town's full faith and credit and unlimited taxing power. The Town would promise to use its power to levy an unlimited ad valorem property tax to pay the debt. The strength of this pledge is that it offers strong market acceptance and generally high credit ratings and favorable interest rates. Because the bonds are repaid with tax revenue from all property owners in the community, this financing tool is appropriate for projects benefiting the community as a whole. Voter approval is required

before this type of bond can be issued and it is doubtful if the Town could generate the necessary voter support at this time. **Limited Tax General Obligation Bonds** are secured by legally available general fund revenues or by a property or other tax levy that may not exceed a certain rate or amount. The limitations for these types of bonds do mean that they usually carry a higher interest rate.

Revenue bonds are secured by funds generated from user fees and charges paid by the users of the financed facilities or a dedicated revenue stream such as sales taxes. These bonds are commonly issued to finance infrastructure improvements for water, sewer or mass transit (specific user group) and generally have no voter approval requirement.

Depending on the type of project, the Town could also use other debt instruments such as **Special District Bonds**, or low interest loans or leases. Special Improvement Districts (SID) are yet another method available to accomplish capital improvements such as pavement, sidewalks, curb and gutters, street lights, water and sewer mains, fire hydrants and other miscellaneous improvements. The actual costs of the improvements are also assessed to the properties within the district boundary proportional to the benefits derived from the improvements. Assessment payment options include cash payment or an installment payment plan. Special Improvement Districts are formed in accordance to the Arizona Revised Statutes Sections 48-571 to 48-619 both inclusive and amendments thereto. SIDs may be formed by property owners or the Town could initiate a SID, by State law. Bonds would be secured by the special assessment or a tax on the properties in the defined area for only the improvements that would benefit that geographic area.

The Town has specific financial policies that direct how the Town will plan and finance capital projects and acquisitions. The policies are provided below beginning with capital.

Capital Improvement Program Policy: The purpose of the Capital Improvement Program is to systematically identify, plan, schedule, finance, track and monitor capital projects to ensure cost-effectiveness as well as conformance to established policies.

The Town Manager will **annually** submit a **10-year** Capital Improvement Program for review by the Town Council pursuant to the timeline established in the annual budget preparation schedule. A **5-year** program would be more accurate and give the public more assurance that all of the projects within the plan will be completed, but the Town's level of income is such that a full **10 years** is needed to accumulate enough funds to include any significant improvements. Submission of the Capital Improvement Program shall be consistent with the requirements of Title 42, Chapter 17, Article 3 of the Arizona Revised Statutes. The Capital Improvement Program will incorporate a methodology to determine a general sense of project priority according to developed criteria.

The Capital Improvement Program shall provide:

- ✓ A statement of the objectives of the Capital Improvement Program and the relationship with the Town's General Plan, program master plans, necessary service levels, and expected facility needs.
- ✓ An implementation program for each of the capital improvements that provides for the coordination and timing of project construction among various Town programs.
- ✓ An estimate of each project's costs, anticipated sources of revenue for financing the project, and an estimate of the impact of each project on Town revenues and operating budgets. The operating impact information shall be provided for the period covered in the Town's current **10-year** Capital Improvement Program. No capital project shall be funded unless operating impacts have been assessed and the necessary funds can be reasonably anticipated to be available when needed for the systematic improvement and maintenance of the Town's capital infrastructure.
- ✓ Revenues and project costs will be calculated in current dollars.
- ✓ Debt ratio targets that comply with the Debt Management section of these policies.
- ✓ A schedule of proposed debt issuance.

The Town will match programs and activities identified in the Capital Improvement Program with associated funding sources. The Town will also seek to match project costs with project users which may require the issuance of debt to allow future users to pay in the future, and to maintain intergenerational equity.

When current revenues or resources are available for capital improvement projects, consideration will be given first to those capital assets with the shortest useful life and to those capital assets whose nature makes them comparatively more difficult to finance with bonds or lease financing. Using cash for projects with shorter lives and bonds for projects with longer lives facilitates intergenerational equity, wherein projects with long useful lives are paid over several generations using the project through debt service payments.

Capital improvement projects will not be authorized or awarded until the funding sources have been identified to finance the project and operating costs have been accounted.

Staff will monitor projects in progress to insure their timely completion or the adjustment of the Capital Improvement Program as approved by Council if a project is delayed or deferred. A **quarterly** status report will be presented to Town Council to monitor each project's progress and to identify any significant issues associated with a project. A prior year capital project status report shall be presented to the Town Council for information purposes when the capital improvement budget is considered.

Within **90 days** of the completion of a capital project any remaining appropriated funds for the project will be closed off and will revert to the fund balance of the funding source.

The Capital Improvement Program will be updated **annually** as a multi-program effort.

Debt Management Policy of the Town of Dewey-Humboldt. It is the Town's intention to utilize long term debt to finance capital projects with long useful lives. Financing capital projects with debt provides for an "intergenerational equity," as the actual users of the capital asset pays for its cost over time, rather than one group of users paying in advance for the costs of the asset.

The purpose of this debt management policy is to provide for the preservation and eventual enhancement of the Town's bond ratings, the maintenance of adequate debt service reserves, compliance with debt instrument covenants and provisions, and required disclosures to investors, underwriters and rating agencies. These policy guidelines will also be used when evaluating the purpose, necessity and condition under which debt will be issued. These policies are meant to supplement the legal framework of public debt laws provided by the Arizona Constitution, State Statutes, Town incorporation documents, federal tax laws, and any future bond resolutions and covenants.

The Arizona Constitution limits a Town's bonded debt capacity (outstanding principal) to certain percentages of the Town's secondary assessed valuation by the type of project to be constructed. There is a limit of 20% of secondary assessed valuation for projects involving water, sewer, artificial lighting, parks, open space, and recreational facility improvements. There is a limit of 6% of secondary assessed valuation for any other general-purpose project.

All projects funded with Town general obligation bonds or revenue bonds must be included in the Town's Capital Improvement Plan and can only be undertaken after voter authorization is obtained through a Town-wide bond election.

The overall debt management policy of the Town is to ensure that financial resources of the Town are adequate in any general economic situation to not preclude the Town's ability to pay its debt when due.

The Town will not use long-term debt to fund current operations or projects that can be financed from current revenues or resources. The Town will first attempt to utilize "pay as you go" capital financing and/or the use of operating funds or impact fees where applicable.

The Town does not intend to issue commercial paper (CP) or bond anticipation notes (BANs) for periods longer than 2 years or for the term of a construction project. If CP or a BAN is issued for a capital project, it will be converted to a long-term bond or redeemed at its maturity.

The issuance of variable rate debt by the Town will be subject to the most careful review and will be issued only in a prudent and fiscally responsible manner.

The Town shall make every effort to combine debt issuances in order to minimize issuance costs.

Whenever the Town finds it necessary to issue tax-supported bonds, the following policy will be adhered to:

- ✓ Tax supported bonds are bonds for which funds used to make annual debt service expenditures are derived from Ad Valorem Tax (property tax) revenue of the Town.
- ✓ The target for the maturity of general obligation bonds will typically be between 20 and 30 years. The target for the “average weighted maturities” for general obligation bonds of the Town will be 12 years and 6 months.
- ✓ Where applicable, the Town will structure general obligation bond issues to create level debt service payments over the life of the issue.
- ✓ Debt supported by the Town’s General Fund will not exceed 10% of the annual General Fund revenues.
- ✓ Secondary property tax rates will be determined each year as part of the budgetary process (pursuant to State law) to pay the necessary debt service payments of general obligation bonds currently outstanding or expected to be issued within the fiscal year.
- ✓ In accordance with requirements of the State of Arizona Constitution, total bonded debt will not exceed the 20% limitation and 6% limitation of the total secondary assessed valuation of taxable property in the Town.
- ✓ Reserve funds, when required, will be provided to adequately meet debt service requirements in subsequent years.
- ✓ Interest earnings on bond fund balances will only be used to pay debt service on the bonds unless otherwise committed for other uses or purposes of the project.
- ✓ The term of any bond will not exceed the useful life of the capital project/facility or equipment for which the borrowing is intended.

Revenue bonds are defined as a bond on which the debt service is payable from the revenue generated from the operation of the project being financed or a category of facilities, from other non-tax sources of the Town, or from other designated taxes such as highway user’s revenues, excise tax, or special fees or taxes. For any bonds or lease-purchase obligations in which the debt service is paid from revenue generated by the project and/or partially paid from non-property tax sources, that debt service is deemed to be revenue bonds and are excluded from the calculation of the annual debt service limitation. Whenever the Town finds it necessary to issue revenue bonds, the following guidelines will be adhered to:

- ✓ Revenue bonds of the Town will be analyzed carefully by the Finance Department for fiscal soundness. Part of this analysis shall include a feasibility report prepared by an independent consultant prior to the issuance of utility supported revenue bonds to

ensure the generation of sufficient revenues to meet debt service requirements, compliance with existing bond covenants and to protect the bondholders.

- ✓ Revenue bonds should be structured to provide level annual debt service over the life of the issue.
- ✓ Debt Service Reserve Funds will be provided when required by rating agencies, bond insurers or existing bond covenants.
- ✓ Interest earnings on the reserve fund balances will be used to pay debt service on the bonds unless otherwise committed for other uses or purposes of the project.
- ✓ The term of any revenue bond or lease obligation issue will not exceed the useful life of the capital project/facility or equipment for which the borrowing is intended.
- ✓ The target for the term of revenue bonds will typically be between 20 and 30 years. The target for the “average weighted maturities” for revenue bonds of the Town (except for those issued through the Arizona-Water Infrastructure Finance Authority) will be 12 years and 6 months.

Improvement District (ID) and Community Facility District (CFD) Bonds shall be issued only when the formation of the district demonstrates a clear and significant purpose for the Town. It is intended that Improvement District and Community Facility District bonds will be primarily issued for neighborhoods desiring improvements to their property such as roads, water lines, sewer lines, street lights, and drainage. The District must provide a specific benefit to the property owner(s). The Town will review each project through active involvement of Town staff and/or selected consultants to prepare projections, review pro-forma information and business plans, perform engineering studies, and analyze minimum debt coverage and value to debt ratios, and other analyses necessary to consider the proposal against specified criteria. Both ID and CFD bonds will be utilized only when it is expected that they will be outstanding for their full term.

An expanded policy will be maintained detailing the policy and procedures of the Town related to any future consideration of the formation of a Community Facilities District. Use of a CFD would require compliance with the new guidelines and procedures and specific Council approval.

Refunding bonds will be measured against a standard of the net present value debt service savings exceeding 5% of the debt service amount of the bonds being refunded, or if savings exceed \$250,000, or for the purposes of modifying restrictive covenants or to modify the existing debt structure to the benefit of the Town.

The investment of bond proceeds shall at all times be in compliance with the Town’s Investment and Portfolio Policies and meet all requirements of bond covenants. The Town shall

comply with all U.S. Internal Revenue Service arbitrage rebate requirements for bonded indebtedness. The Town shall comply with Arizona Revised Statutes and all other legal requirements regarding the issuance of bonds and certificates of the Town or its debt issuing authorities. The Town will maintain contact with rating agencies through meetings and visits on and off-site. The Town will secure ratings on all bonds issued when economically feasible.

The Town shall maintain a debt profile for all bonds issued and update the profile on an annual basis. The debt profile shall include specific information regarding the size and type of debt issued, projects financed by the bonds, debt service schedules and other pertinent information related to each specific bond issue.

Historical Picture: Source of Funds

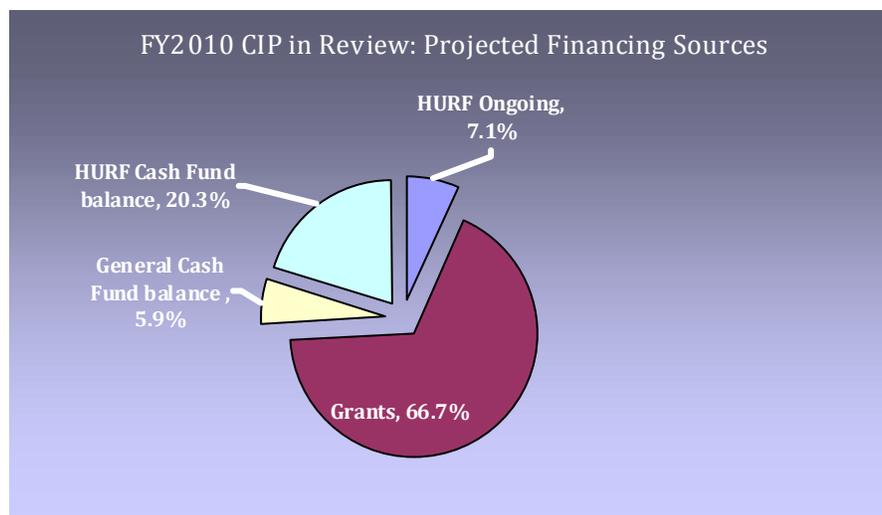
The Capital Improvement Program uses funding from various sources. Described below are the funding sources for Fiscal Year 2010 capital projects.

All potential capital funding resources should be evaluated to ensure equity of funding for the CIP. Equity is achieved if the beneficiaries of a project or service pay for it. For example, general tax revenues and/or bonds should appropriately pay for projects that benefit the general public as a whole. User fees, development fees and/or contributions should pay for projects that benefit specific users.

Highway User Revenue Fund (HURF) represents the Town's allocation of the Arizona Highway User Revenue Tax and other transportation related revenues. The amount available to the each City and Town is based on population, which is determined by the latest federal census. These monies must be used for street construction, reconstruction, maintenance or transit.

General Fund represents the portion of general fund cash used to fund the pay-as-go capital projects. This includes local sales tax, State shared sales tax, State shared income tax, State shared vehicle license tax, and interest earnings.

Grants represent revenues we could receive from Federal or State sources. Most grants require a matching funding source with the percentage of the match dependent on grant requirements. The funding is restricted in use to the improvements requested and approved in the grant application.



Historical Picture: Use of Funds

The Capital Improvement Program (CIP) is comprised of four main categories:

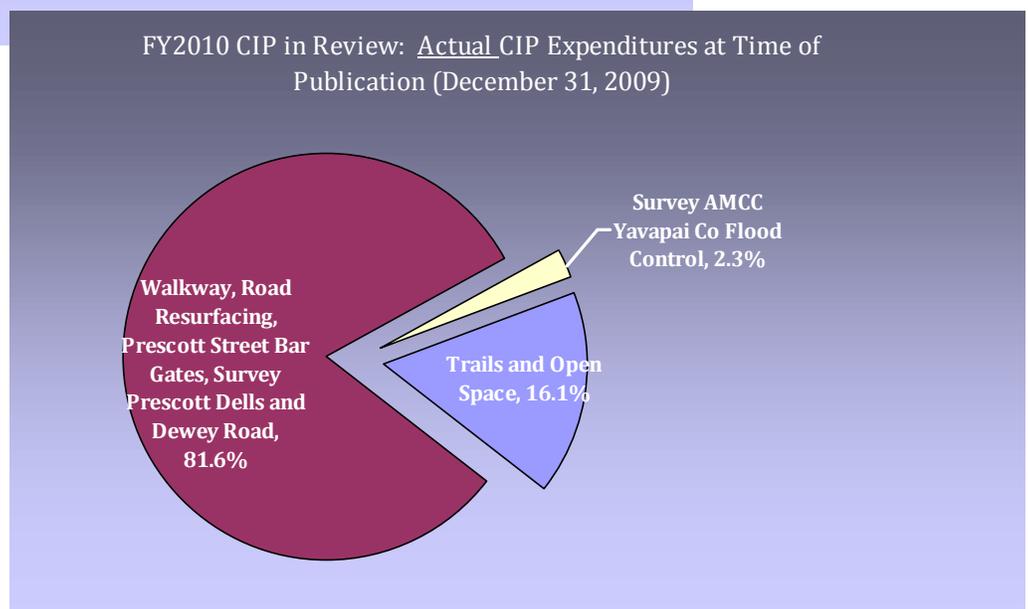
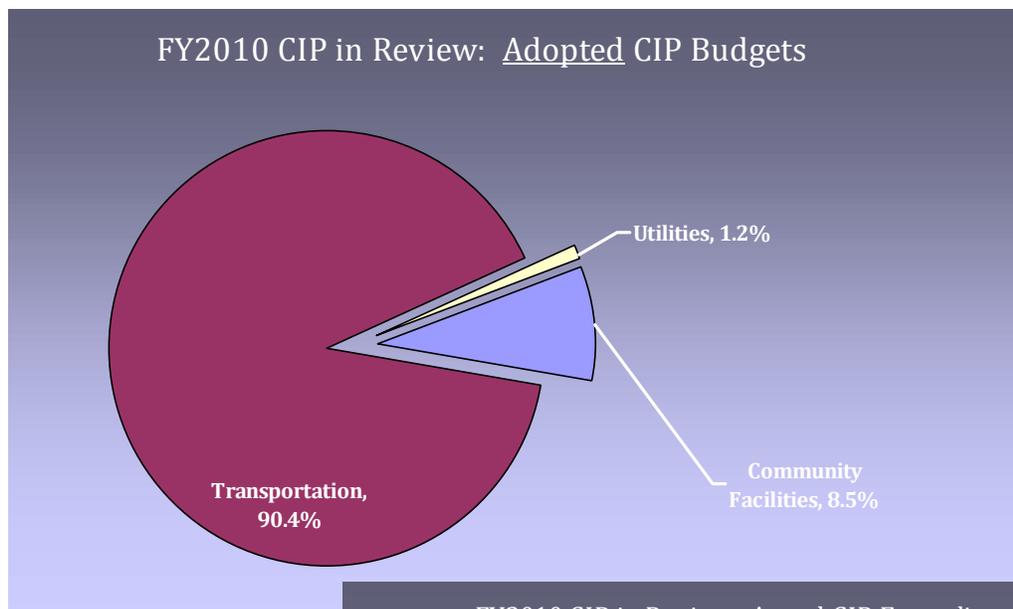
Community Facilities includes parks, recreation, trails and open space and library.

General Government includes non-specific ROW/land and law enforcement.

Transportation includes bridges and streets.

Utilities includes water, sewer, drainage and sanitation.

The pie charts below represent what was budgeted for Fiscal Year 2010 and what has been completed as of the second quarter (time of publication of this document).



Active Projects

TOWN OF DEWEY-HUMBOLDT CAPITAL PROJECT SPENDING STATUS, ACTIVE PROJECTS AS OF DECEMBER 31, 2009					
Project Name	Appropriations to Date	Expenditures and Encumbrances to Date	Balance to Date	Percent Spent	NOTES
Open Space & Trail Master Plan	\$ 67,460	\$ 67,460	\$ -	100.0%	Council Approved Contract Award on November 3, 2009.
Open Space Preservation	40,000	-	40,000	0.0%	Follows the Open Space & Trail Master Plan.
Pathway: Upper Main to Lower	100,643	87,429	13,214	86.9%	Project Complete and Closed September 2009
Road resurfacing project	219,878	207,867	12,011	94.5%	Project Complete and Closed September 2009
Completion of Kachina Place	40,000	-	40,000	0.0%	Activity suspended pending resolution of private ownership and land use issues.
Small Area Transportation Plan	125,000	-	125,000	0.0%	Pending PARA** Grant Award decision; expected January 2010.
Dewey Road to HWY 69 via	302,500	29,900	272,600	9.9%	Council Approved Contract for Survey Award on December 1, 2009
Rocky Hill Road	383,000	-	383,000	0.0%	Grant search continues for this project.
Bar gates at the Prescott Street	4,793	4,793	-	100.0%	Project Complete and Closed October 2009
Yavapai Industrial Drainage	15,000	9,500	5,500	63.3%	December 2009: Authorized Contract for Professional Survey and Engineering Analysis. Town has a IGA w/Yavapai County for cost reimbursement
User Fee Study and CAP	43,000	27,065	15,935	62.9%	Council Approved Contract Award on December 15, 2009
Records Management System	43,000	-	43,000	0.0%	System research in progress.
Humboldt Water	750,000	-	750,000	0.0%	Council approved January 20, 2009: LETTER OF SUPPORT AND COOPERATION BETWEEN TOWN AND HUMBOLDT WATER CO. Humboldt Water Co. assumes all responsibility. HWC has achieved award of one small Grant to pay for Engineering Services, and continues Grant search.
Total	\$ 2,134,274	\$ 434,014	\$ 1,700,261	20.3%	

* Special Revenues include HURF, LITAF and Impact Fees

** PARA: Planning Assistance for Rural Areas sponsored by ADOT

PROJECTS CLOSED/PENDING CLOSURE AT DECEMBER 31, 2009

Project Name	Estimated Final Cost
Pathway: Upper Main to Lower	\$ 87,429
Road Resurfacing Project	207,867
Bar gates at the Prescott Street	4,793
Crossing of the Agua Fria	
Total	\$ 300,089

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Future Projects

The committee has identified and recommended nine capital projects for Fiscal Year 2011 at a cost of \$652,828. During the budget process, it is expected that some of the projects may not make the final cut. It is just as likely that Council may direct staff to add other high priority projects to the list, further changing the projected CIP appropriation.

Recently, the Town awarded a contract to prepare the Trails and Open Space Master Plan. The outcome of the Master Plan is expected to affect all of the Trails projects in some manner. Also, the Town is eagerly anticipating a positive response to the ADOT PARA Grant application to help fund a Small Area Transportation Plan, the outcome of said plan would be expected to have a direct affect on all of the transportation projects listed in this program.

As mentioned in previous discussions, the Town has strictly used current taxpayer revenues and the pay-as-go approach by using available cash to pay for capital projects. Funding sources for the pay-as-go approach include user fees, impact fees and fund balance. Grant funds and private contributions, to the extent available, also fall into this category. The Town has been able to avoid any borrowing costs by using the pay-as-go approach but on the other hand, is not able to perform all of the desired projects due to lack of available funds.

The first line of financing for FY2011 projects will be to look at available cash balances in the General Fund and the HURF Fund - to the extent available for qualified transportation projects. Staff will also seek out grants for which certain projects and the Town may qualify. The remaining projects would have to be financed by another source which, at this time, is unknown. Other financing options that could be considered include an increased tax rate, or bonds, loans and improvement districts. At Council's direction staff will look into the terms of an alternative financing option under consideration.

FISCAL YEAR	PROJECT DESCRIPTION	PLANNING/ FEASIBILITY	ARCHITECTURAL /ENGINEERING	REAL ESTATE	FUNDING	ADDITIONAL OE COST	TOTAL ANNUAL COST
2011							
	O.S. Preservation	40,000			Other	No	40,000
	PS to CG Multi-use Trail	10,000			Other	Yes	10,000
	Chaparral Gulch Junction	50,000			Other	Yes	50,000
	A.F. River > E.B. Trail	40,000			Other	Yes	40,000
	Facilities Study	65,000			General Fund	No	65,000
	Land Banking			20,000	Grants, Other	Yes	20,000
	Dewey Road	4,000	171,248		HURF, I.F., Other	Yes	175,248
	Rocky Hills Road	223,080			HURF, I.F., Other	Yes	223,080
	Prescott Dells	29,500			HURF, I.F., Other	Yes	29,500
	TOTAL	\$ 461,580	\$ 171,248	\$ 20,000			\$ 652,828

FISCAL YEAR	PROJECT DESCRIPTION	PLANNING/ FEASIBILITY	ARCHITECTURAL /ENGINEERING	REAL ESTATE	SITE PREP	CONSTRUCTION	FURNISHINGS /EQUIPMENT	FUNDING	ADDITIONAL OE COST	TOTAL ANNUAL COST
2012										
	O.S. Preservation			200,000				Other	Yes	200,000
	PS to CG Multi-use Trail		50,000					Other	Yes	50,000
	Chaparral Gulch Junction		50,000					Other	Yes	50,000
	A.F. River > E.B. Trail			20,000				Other	Yes	20,000
	A.F. River > C.G. Trail	31,592						Other	Yes	31,592
	Chaparral Gulch Trail	33,748	111,000		84,370	10,882		Other	Yes	249,480
	Blue Ridge Rd Trail		45,000					Other	Yes	45,000
	Blue Hills Picnic Area		35,000					Other	Yes	35,000
	Land Banking			100,000				General Fund, Other	Yes	100,000
	Dewey Road		565,000					HURF, I.F., Other	Yes	565,000
	Rocky Hills Road		840,000					HURF, I.F., Other	Yes	840,000
	Prescott Dells		249,480					HURF, I.F., Other	Yes	249,480
	TOTAL	\$ 33,748	\$ 522,072	\$ 1,775,000	\$ -	\$ 84,370	\$ 10,882	\$ -	\$ -	\$ 2,426,072

FISCAL YEAR	PROJECT DESCRIPTION	PLANNING/ FEASIBILITY	ARCHITECTURAL /ENGINEERING	REAL ESTATE	SITE PREP	CONSTRUCTION	FURNISHINGS /EQUIPMENT	FUNDING	ADDITIONAL OE COST	TOTAL ANNUAL COST
2013										
	O.S. Preservation			200,000				Other	Yes	200,000
	PS to CG Multi-use Trail			200,000				Other	Yes	200,000
	Chaparral Gulch Junction			290,000				Other	Yes	290,000
	A.F. River > E.B. Trail					100,000	25,000	Other	Yes	125,000
	A.F. River > C.G. Trail			14,600				Other	Yes	14,600
	Blue Ridge Rd Trail			145,000				Other	Yes	145,000
	Blue Hills Picnic Area					200,000		Other	Yes	200,000
	Land Banking			100,000				General Fund, Other	Yes	100,000
	Dewey Road				118,400			HURF, I.F., Other	Yes	118,400
	Rocky Hills Road				152,000			HURF, I.F., Other	Yes	152,000
	Prescott Dells			960,000				HURF, I.F., Other	Yes	960,000
	Traffic Control 69&Main		100,000		200,000			HURF, I.F., Other	Yes	300,000
	Shirley Lane			25,000				HURF, I.F., Other	Yes	25,000
	TOTAL	\$ -	\$ 100,000	\$ 1,934,600	\$ 470,400	\$ 300,000	\$ 25,000	\$ -	\$ -	\$ 2,830,000

FISCAL YEAR	PROJECT DESCRIPTION	PLANNING/ FEASIBILITY	ARCHITECTURAL /ENGINEERING	REAL ESTATE	SITE PREP	CONSTRUCTION	FURNISHINGS /EQUIPMENT	FUNDING	ADDITIONAL OE COST	TOTAL ANNUAL COST
2014										
	Chaparral Gulch Junction					100,000		Other	Yes	100,000
	A.F. River > C.G. Trail					71,800		Other	Yes	71,800
	PS to CG Multi-use Trail							Other	Yes	-
	Blue Ridge Rd Trail					105,000		Other	Yes	105,000
	New Town Hall		500,000	250,000	250,000	1,250,000	750,000	Bonding East Option	Yes	3,000,000
	Dewey Road					305,720		HURF, I.F., Other	Yes	305,720
	Rocky Hills Road					405,700		HURF, I.F., Other	Yes	405,700
	Prescott Dells				172,000			HURF, I.F., Other	Yes	172,000
	Traffic Control 69&Main					400,000		HURF, I.F., Other	Yes	400,000
	Shirley Lane					232,760		HURF, I.F., Other	Yes	232,760
	Cranberry Road	3,000						HURF, I.F., Other	Yes	3,000
	Agua Fria Lane		3,804		41,606			HURF, I.F., Other	Yes	45,500
	TOTAL	\$ 3,000	\$ 736,654	\$ 250,000	\$ 422,000	\$ 2,679,826	\$ 750,000	\$ -	\$ -	\$ 4,841,480

FISCAL YEAR	PROJECT DESCRIPTION	PLANNING/ FEASIBILITY	ARCHITECTURAL /ENGINEERING	REAL ESTATE	SITE PREP	CONSTRUCTION	FURNISHINGS /EQUIPMENT	FUNDING	ADDITIONAL OE COST	TOTAL ANNUAL COST	
2015	A.F. River > C.G. Trail		27,008	Other					Yes	27,008	
	Prescott Dells		451,700	HURF, I.F., Other					Yes	451,700	
	Traffic Control 69&Main		400,000	HURF, I.F., Other			100,000		Yes	500,000	
	Shirley Lane		262,000	HURF, I.F., Other					Yes	262,000	
	Cranberry Road		19,624	HURF, I.F., Other					Yes	19,624	
	TOTAL	\$ -	\$ 19,624	\$ 262,000	\$ -	\$ 851,700	\$ 127,008	\$ -	\$ -	\$ 1,260,332	
2016											
	Shirley Lane					581,900			HURF, I.F., Other	Yes	581,900
	Cranberry Road		257,000						HURF, I.F., Other	Yes	257,000
	TOTAL	\$ -	\$ -	\$ 257,000	\$ -	\$ 581,900	\$ -	\$ -	\$ -	\$ 838,900	
2017-2021											
	Cranberry Road				9,200	36,860			HURF, I.F., Other	Yes	46,060
	TOTAL	\$ -	\$ -	\$ -	\$ 9,200	\$ 36,860	\$ -	\$ -	HURF, I.F., Other	Yes	\$ 46,060



FISCAL YEAR

Project Title	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-21	Total
Community Facilities								
Open Space Preservation (community-wide) Planning Phase Only	\$ 40,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 440,000
Prescott Street to Chaparral Gulch Multi-use Trail	10,000	50,000	200,000	-	-	-	-	260,000
Chaparral Gulch Junction (smelter parcel)	50,000	50,000	290,000	100,000	-	-	-	490,000
Agua Fria River to East Boundary of Town Multi-use Trail	40,000	20,000	125,000	-	-	-	-	185,000
Agua Fria River to Chaparral Gulch @ 3rd St. Multi-use Trail	31,592	20,000	14,600	71,800	27,008	-	-	145,000
Chaparral Gulch Multi-use Trail		240,000	-	-	-	-	-	240,000
Blue Ridge Road Multi-use Trail		45,000	145,000	-	-	-	-	295,000
Blue Hills Picnic and Parking Area		35,000	200,000	-	-	-	-	235,000
Subtotal	\$ 140,000	\$ 671,592	\$ 1,174,600	\$ 276,800	\$ 27,008	\$ -	\$ -	\$ 2,290,000
General Government								
Facilities Study	65,000							65,000
Land Banking	20,000	100,000	100,000					220,000
New Town Hall				3,000,000				3,000,000
Subtotal	\$ 85,000	\$ 100,000	\$ 100,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ 3,285,000
Transportation								
Dewey Rd	175,248	565,000	118,400	305,720				1,164,368
Rocky Hill Rd inclusion into Town Road System	223,080	840,000	152,000	405,700				1,620,780
Prescott Dells inclusion into Town Road System	29,500	249,480	960,000	172,000	451,700			1,862,680
Traffic Control 69&Main			300,000	400,000	500,000			1,200,000
Shirley Ln			25,000	232,760	262,000	581,900		1,101,660
Cranberry Rd				3,000	19,624	257,000	46,060	325,684
Agua Fria Ln Improvement				45,500				45,500
Subtotal	\$ 427,828	\$ 1,654,480	\$ 1,555,400	\$ 1,564,680	\$ 1,233,324	\$ 838,900	\$ 46,060	\$ 7,320,672
Total	\$ 652,828	\$ 2,426,072	\$ 2,830,000	\$ 4,841,480	\$ 1,260,332	\$ 838,900	\$ 46,060	\$ 12,895,672

Open Space Preservation (Community Wide)

Project Description: The planning phase of this project was included in the FY10 Budget. The Project Goal of acquiring land for Open Space would be achieved in Phases: In Phase 1, we would acquire BLM Open space through the Recreation and Public Purposes (R&PP) Act. Phase 2: we would acquire State Land through the Arizona Preserve Initiative (API) and the Chino Winds Natural Resource Conservation District (NRCD). This project would follow the Open Space and Trails Master Plan. The outcome said plan is expected to affect all of the trails projects in some manner.



Description	Cost	Total
Planning and Feasibility Analysis	40,000	40,000
Land Acquisition	400,000	400,000
Total		440,000

Possible Funding Sources		
Cash / Current		
Cash / Current General Fund		x
HURF Fund		
Future Revenues		
Bonds		x
Loans		x
Special Districts		
Speculative Revenues		
Grants		x
Donations		
Contributions		
Annual Operating Impact:		
Increase (Decrease) Personnel Cost		x
Increase (Decrease) Operations Cost		x

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The 2008 General Plan says “Citizens of Dewey-Humboldt place a high value on open space and environmental features that are integral to the rural character of the Town. Residents wish to preserve wildlife corridors, habitats, scenic vistas, major washes and riverbeds.” The proposed 2009 General Plan says “Open Space is the Element that most distinguishes Dewey-Humboldt from its neighbors. One of the main reasons for incorporating as a town was the value its residents put on retaining natural open space. The hills, river, and stretches of undisturbed lands are, in many ways, more characteristic of the community than its human-built environment. Outdoor enjoyment, much of which has been lost or compromised elsewhere, is protected and prized here.” In particular, it says “

GOAL: Encourage accessibility to outdoor enjoyment by residents and visitors.

Objective: Develop appropriate entry points to public lands.

Objective: Develop or coordinate a comprehensive trail and trailhead system to provide access to the many adjacent public open spaces and forests.”

This project begins the process outlined in the Master Plan, in two phases.

Phase 1

The first phase works within the BLM R&PP Act to deliver acreage to the Town at little cost, but with a firm plan and costs allocated for developing the Open Space into a community asset. A follow-on project will be to construct trail-heads, picnic areas, and other amenities on the BLM open space.

Under the R&PP Act, the BLM accepts applications from State and local governments and non-profit organizations on a case-by-case basis. If the application is consistent with the R&PP Act and the Resource Management Plan/Environmental Impact Statement, then the BLM will consider public land withdrawals and classifications. The Town may purchase up to 640 acres a year for recreation purposes, and an additional 640 acres for other public purposes. The purchase cost is likely to be low. These lands must lie within convenient access to the municipality, but need not be within the Town borders. The Act sets no limitation on the amount of land that may be leased. As the application form (attached) indicates, the application must include “an established or definitely proposed project” with as “detailed plan and schedule for development, a management plan which includes a description of how any revenues will be used, and any known environmental or cultural concerns specific to the land.” The regulations also state that “Dependent upon the magnitude and/or public interest associated with the proposed use, various investigations, studies, analyses, public meetings and negotiations may be required of the applicant prior to the submission of the application. Where a determination is made that studies and analyses are required, the authorized officer shall inform the potential applicant of these requirements.”

Phase 2

The second phase will begin the process of acquiring the rights to preserve State Land parcels. Under the current state constitution, State Land must be acquired at market value at its highest and best use (i.e., most profitable use). To be acquired, State Land must be available for sale, either by being designated as appropriate for conservation or by application. State Land may be preserved by Town or conservation group ownership, or by a leased or owned use that is compatible with the Town's goals for the space. The Town is not likely to be able to afford the market price of significant parcels of State Land.

Some land in the Town is designated as appropriate for conservation and is leased for grazing through 2016, and there are some grants available to help the Town develop the funds to purchase the land. In order to attract the grants or conservation partners, the Town must have a General Plan (approved by Council and ratified by the voters) with a detailed Open Space and Trails element, a Capital Improvement Program with funds allocated to such use, a Open Space and Trails Master Plan, and funds consistently allocated in annual budgets showing a consistent commitment to the preservation of a sustainable natural environment.

Two partners in the Town's goal to manage or own State Land for conservation purposes are the Arizona Preserve Initiative (API) and the Chino Winds Natural Resource Conservation District (NRCD).

Under the API, the State Land Commissioner may adopt a "coordination plan," prepared by the Town, to protect conservation values on State Land in the Town. Through the plan, the Town may have the opportunity to bid on a conservation lease or purchase. The plan will limit the use of the land to the conservation purposes outlined in the plan, so there are likely to be few competing bidders. To accomplish the goals of the plan, the Town would likely seek (and rely on) a grant from Arizona State Parks or other agencies. The entire process should take about four years from the time the Town is prepared to commence (i.e., no sooner than July 2014).

The NRCD can partner with the Town to address natural resource concerns on both State Land and BLM land. District activities include watershed management, enhancement and restoration of riparian areas and integrated land use planning to improve water and air quality. Districts promote and provide for voluntary compliance of environmental laws by encouraging "best management practices."

Prescott Street to Chaparral Gulch Multi-use Trail

Project Description: The project goals would be achieved in Phases. In Phase 1 we would acquire public access easements from Prescott St. to Agua Fria Ranch Rd. along the Agua Fria River. Then in Phase 2 we would prepare/build two trailheads with parking area at the Northern and Southern ends of the easements on Parcels 800-20-039Q and (the parcel at the other end is undetermined). Finally Phase 3 would involve construction of educationally oriented multi-use paths along side the river. This project would follow the Open Space and Trails Master Plan. The outcome said plan is expected to affect all of the trails projects in some manner.

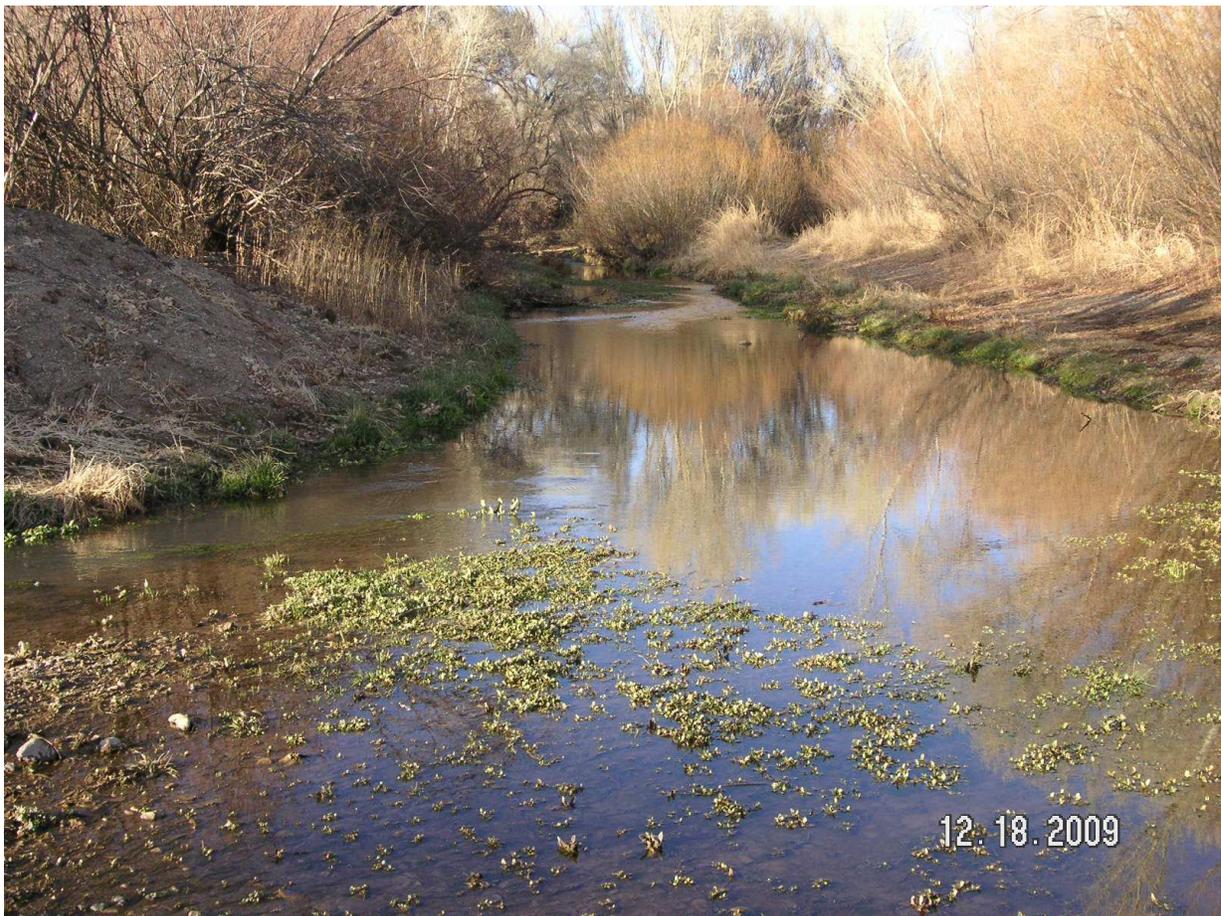


The Agua Fria is one of the few rivers in Arizona that continues to flow. It flows nearly year-round in Dewey-Humboldt, especially south of the Prescott Street crossing. The river banks are choked, but wildlife, equestrians, and hikers have made paths along the entire river's length.

The property is private along most of its length, but is undevelopable because of flood regulation or because of the difficulties associated with complying with the U.S. Corps of Engineer's jurisdiction. The river forms a natural pathway for wildlife migration and provides a strategic north-south corridor for regional trail systems. The educational opportunities associated with a riparian habitat in Arizona are rare and varied. The river is a mere 3 minute bus ride from the closest elementary school.

Phase 1

Most of the land proposed for easement is in a deep, undevelopable ravine. This stretch of the river flows year round, with a moderate change in elevation. Unlike the stretch of river to the north, much of this land is undisturbed, except for that portion directly adjacent to the Smelter. The river here runs along the base of a 200 foot artificial cliff composed of a century of slag. As such, the cliff is a remarkable lava-scape with fantasia of mineral coloration throughout. Further along, especially at the junction with the Chaparral Gulch, there is some inaccessible (by car) bottom land with the profusion of flora and fauna associated with slow-moving riparian habitats. The Agua Fria Ranch Road is the first road with access near the river, close to the southern border of the Town.



Phase 2

Prepare two trailheads with parking at the northern and southern ends of the easements, on parcels TBD and 800-20-039Q, respectively. There are three or four undeveloped parcels adjacent or near to the river, from 0.85 acre to over 4 acres: in anticipation of Phase 3, the northern parking lot should be sized and constructed to accommodate school buses. At the southern terminus is a parcel of State Land with a total acreage of 160 acres. Only a small portion would be needed, and could be developed either as part of the API plan or by access easement with State Land.

Phase 3

In a desert state like Arizona, natural riparian habitats are rare. With the potential for uncommon flora and fauna, the river corridor presents an unparalleled opportunity to develop a regionally significant field-trip destination. The characteristics of the area are so rare that this might be a good site for State Park participation. To accommodate elementary age children, there should be a rest and lecture area along the path, perhaps at BLM parcel 800-05-003A (approximately 0.6 miles from the proposed trail-head at Prescott Street).

Description	Cost	Total
Planning and Feasibility Analysis	10,000	10,000
Land Acquisition	50,000	50,000
Construction	200,000	200,000
Total		260,000

Possible Funding Sources		
Cash / Current		
Cash / Current General Fund		x
HURF Fund		
Future Revenues		
Bonds		x
Loans		x
Special Districts		
Speculative Revenues		
Grants		x
Donations		x
Contributions		x
Annual Operating Impact:		
Increase (Decrease) Personnel Cost		x
Increase (Decrease) Operations Cost		x

Chaparral Gulch Junction (Smelter Parcel)

Project Description: This project would follow the Open Space and Trails Master Plan and the EPA Superfund activities at the Smelter Site; estimated completion is Fiscal Year 2012. This project would be completed in Phases beginning with purchase of the Smelter Site parcel, safety and infrastructure improvements, and a concurrent study to research, detail and Preserve the historic significance of the buildings on site.



This large, mainly flat parcel sits at the junction of the Agua Fria River and Chaparral Gulch. As the topographic map shows, it sits at the top of steep escarpments far above the river, like the prow of a ship: the views to the south, down the Agua Fria canyons, and to the east, towards the Black Hills, are astonishing.

The parcel is currently included in the EPA's "IRON KING MINE - HUMBOLDT SMELTER" (EPA ID: AZ0000309013, <http://cfpub.epa.gov/supercpad/cursites/csitinfo.cfm?id=0905049>).

The project is currently in the "Study and Remedy Selection" phase, to be followed by "Remedy Design," "Remedy Construction," and "Post-Construction" activities by the federal government. The EPA reports that it places a high priority on land revitalization as an integral part of its Superfund response program mission, so it tries to select cleanup options that encourage and

support future use of the site. Sites made ready for use are deemed "Site-wide Ready for Anticipated Use", which means, in part, that all cleanup goals have been achieved for both current and reasonably anticipated future land use. This project, in conjunction with the General Plan, will give the EPA a very clear picture of the "Anticipated Use" of the site.

Phase 1

Acquisition of parcel 402-11-044 may be facilitated by the EPA or by cooperation with the existing land-owners. The costs associated with clean-up and the property limitations placed on the site by the EPA may make the site non-viable for commercial use in accordance with its current zoning (M1, General Limited Industrial, surrounded on all sides by R1 or R1L, residential). The site has a current (2009) assessed "full cash value" of \$191,343.

Phase 2

Some intermediate improvements designed to make the site safe for visitors will be needed given the dilapidated and potentially unstable condition of many of the structures on the site. This phase will require fencing, signage, and grading.

Phase 3

The large size of the parcel makes planning for its use very flexible. Consistent with the General Plan, open space and a trailhead should be among the minimum improvements. The site's location at the end of Main Street in historic Humboldt, with the Town's largest concentration of higher-density housing, make the site attractive for picnic or other passive recreation uses. The large amount of relatively flat acreage makes this one of the few sites in Town that could be made into a walking/rolling path for the disabled and elderly. If community or hobby groups are interested in a public-private partnership, the site is ideal for rodeo, equestrian, dirt bike, or BMX improvements.



Phase 4

The smelter stack is one of the most identifiable man-made landmarks in the Town. If the study regarding the historic significance of buildings on site (proposed for the FY2010 Budget) recommends preservation of the buildings on site, then Phase 4 could be planned.

Chaparral Gulch Junction (Smelter Parcel)

Description	Cost	Total
Planning and Feasibility Analysis	50,000	50,000
Architectural and Engineering	50,000	50,000
Land Acquisition	290,000	290,000
Construction	100,000	100,000
Total		490,000

Possible Funding Sources		
Cash / Current		
Cash / Current General Fund		x
HURF Fund		
Future Revenues		
Bonds		x
Loans		x
Special Districts		
Speculative Revenues		
Grants		x
Donations		x
Contributions		x
Annual Operating Impact:		
Increase (Decrease) Personnel Cost		x
Increase (Decrease) Operations Cost		x

The Agua Fria River to East Boundary of Town Multi-use Trail

Project Description: Develop a multi-use trail from the Agua Fria River to the eastern boundary of the Town within existing right-of-way. For drainage and durability, the trail surface should be composed of several inches of underlayment (sand or ABC, depending on the native soil) covered in 1"-2" of compacted decomposed granite. The width of the trail should be at least 6', but 12' would be required for a full bridle path. The length of the trail will be approximately 1.3 miles, and will terminate in public land (BLM parcel 800-05-002S). By other projects, a trailhead should be established at each end. This project would follow the Open Space and Trails Master Plan. The outcome said plan is expected to affect all of the trails projects in some manner.



This multi-use trail would be constructed within Town parcels 800-27-004T, -005T, and -005A, probably on the north side of the road. The General Plan identifies Prescott Street & Lazy River as a major collector corridor, and a trail in this location will connect the Agua Fria to the Black

Hill range marking the Town’s eastern boundary, in public land. A different series of projects, ultimately connecting the Agua Fria to the Blue Hills, will complete the east-west transit of the Town and provide for greater interconnectivity for the community as a whole. This corridor is already much used, but pedestrians, equestrians, and walkers often must use the road surface to avoid the rocks, thorns and other impediments to using the border of the ROW.

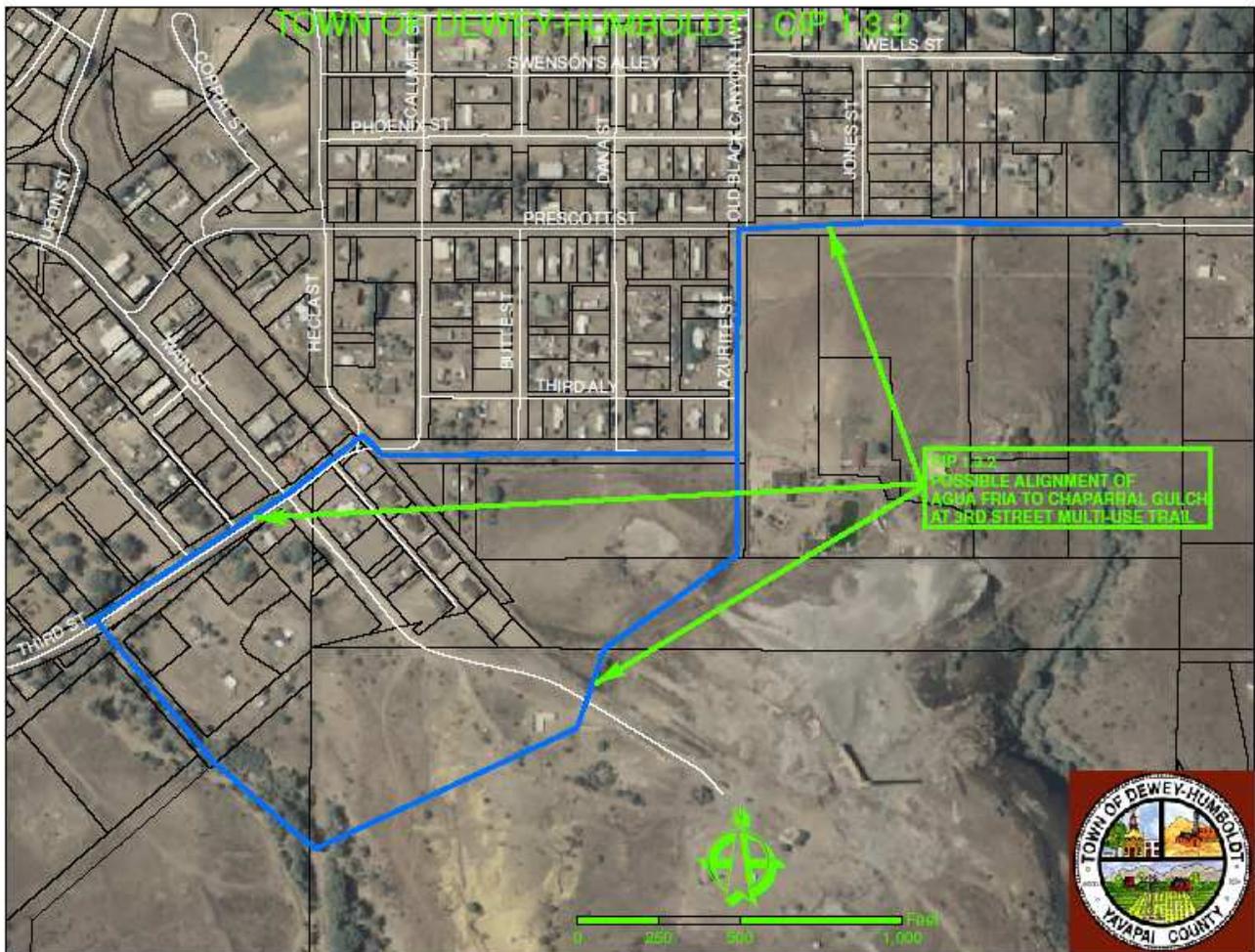
Agua Fria River to E Boundary of Town Multi Use Trail

Description	Cost	Total
Architectural and Engineering	40,000	40,000
Land Acquisition	20,000	20,000
Construction	100,000	100,000
Furnishings and Signs	25,000	25,000
Total		185,000

Possible Funding Sources		
Cash / Current		
Cash / Current General Fund		x
HURF Fund		
Future Revenues		
Bonds		x
Loans		x
Special Districts		
Speculative Revenues		
Grants		x
Donations		x
Contributions		x
Annual Operating Impact:		
Increase (Decrease) Personnel Cost		x
Increase (Decrease) Operations Cost		x

The Agua Fria River to Chaparral Gulch at 3rd Street Multi-use Trail

Project Description: This trail would be a multi-use trail from the Agua Fria River to Chaparral Gulch at 3rd St. and could be built in the existing right-of-way. The Length of the trail is estimated at 0.9 miles and it would cross the “Chaparral Gulch Junction (smelter)” Project site and then continue up the Gulch to end in public land at Town parcels 800-27-005S. A trailhead is proposed at both ends. This project would follow the Open Space and Trails Master Plan. The outcome said plan is expected to affect all of the trails projects in some manner.



This multi-use trail will be constructed within Town parcels 800-27-004T and -005S. The ideal trail alignment would progress across a trail easement over private parcels 402-06-027A and -27; but the trail could remain completely within Town parcel -004T if the private parties are unwilling to convey a trail easement. The ideal trail alignment would then cross the “Chaparral Gulch Junction (smelter)” Open Space project, connecting to Town parcel -005S; but

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if the “Chaparral Gulch Junction (smelter)” project is delayed or cancelled, then the trail alignment could continue in Town parcels 800-27-006L, -006K, -005Y, and -005R (see “Alternate Alignment detail,” above).

A trail in this location will connect the Agua Fria to the Chaparral Gulch. Separate projects, starting with the Chaparral Gulch trail that will eventually connect to the Blue Hills marking the Town’s western boundary, in public land. A different series of projects, ultimately connecting the Agua Fria to the Black Hill range, will complete the east-west transit of the Town and provide for greater interconnectivity for the community as a whole. This corridor is largely composed of unused Town land, and will provide a safe link between the Agua Fria River and the downtown Humboldt concentrations of higher density.

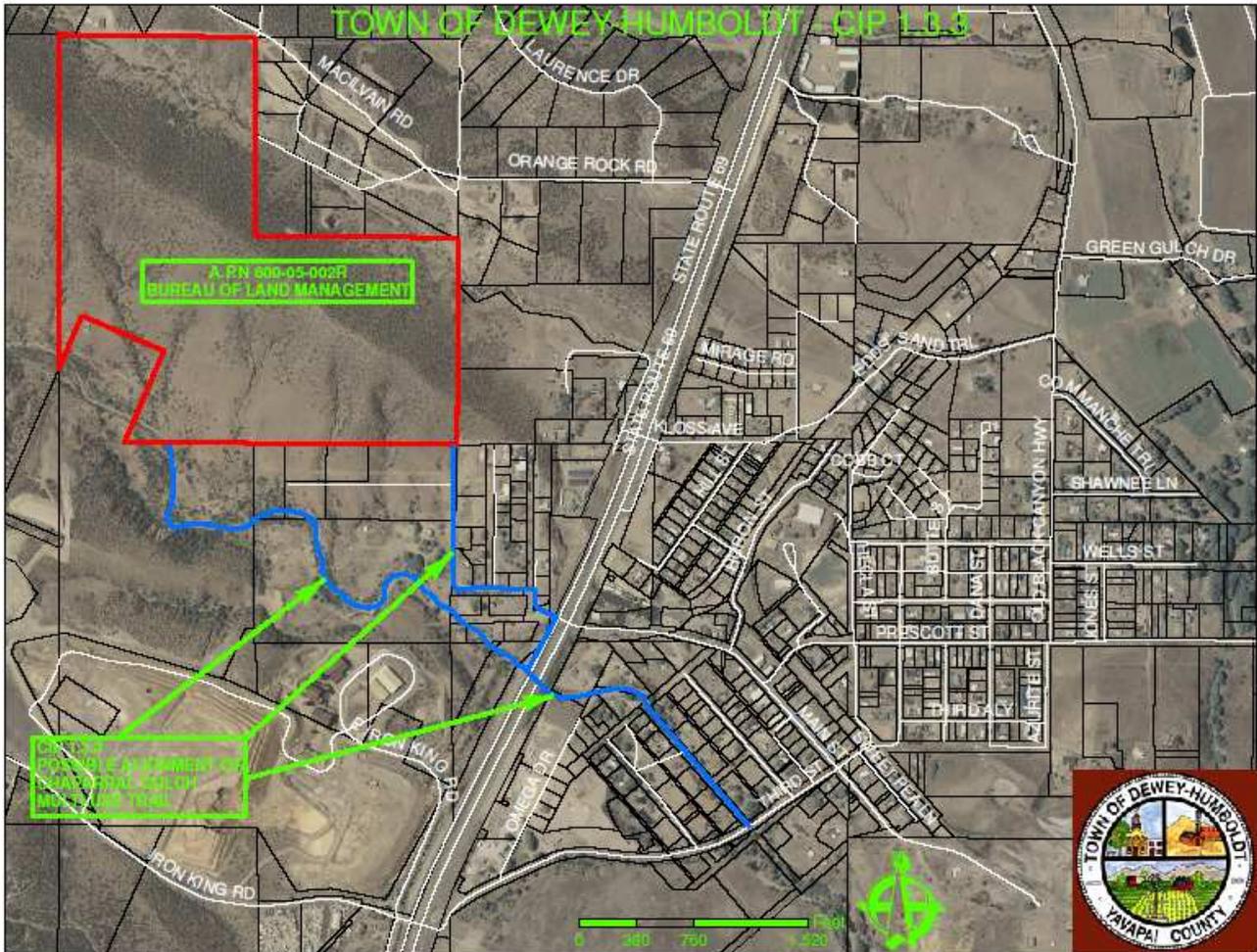
Agua Fria River Chaparral Gulch at 3rd Street Multi Use Trail

Description	Cost	Total
Architectural and Engineering	31,592	31,592
Land Acquisition	14,600	14,600
Construction	78,980	78,980
Bench, Rails, Trailhead markers, signs	19,828	19,828
Total		145,000

Possible Funding Sources		
Cash / Current		
Cash / Current General Fund		x
HURF Fund		
Future Revenues		
Bonds		x
Loans		x
Special Districts		
Speculative Revenues		
Grants		x
Donations		x
Contributions		x
Annual Operating Impact:		
Increase (Decrease) Personnel Cost		x
Increase (Decrease) Operations Cost		x

The Chaparral Gulch Multi-use Trail

Project Description: Follows completion of the Open Space and Trails Master Plan which is estimated to be complete by FY2012. This trail would be a multi-use trail from Chaparral Gulch at 3rd St. to BLM parcel 800-05-002R. The Length of the trail is estimated at one mile, would cross under Highway 69 and then continue up the Gulch. An alternative route is proposed to keep the trail west of HWY 69 entirely in existing public property.



While much of the land through which this proposed trail travels is not occupied, the division of the area into many parcels prior to incorporation will require some effort with respect to easements and land swaps.

The trail area east of AZ 69 is largely in a floodplain and was first platted as part of the April 30, 1906 "Town of Humboldt" subdivision (see plat map above). In the ensuing century, many parcels therein were developed with little regard to the survey boundaries. That area is now a

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crisscrossed patchwork of roads on private property and houses built on public property. The first action pursuant to this project would be to commission a re-plat of the area in full cooperation with the existing land owners to reallocate the public and private land therein. The goal will be to keep the ownership of the acreage roughly the same, but allowing the homes to have proper set-backs, securing the ROW under the existing travelled ways, and bringing the river-bottom of the Chaparral Gulch into Town or Yavapai County Flood Control ownership. The next goal will be to secure an access permit to plan trail improvements to the very large culvert passing under AZ 69, including lighting, signage, and warnings about flash floods and other dangers.



The next section of the trail can be either very complicated or very simple. West of AZ 69, the Chaparral Gulch crosses several parcels of private land. If the private property owners are willing to grant a trail easement, then the ideal alignment will be along the boundary of the Gulch until it reaches the BLM parcel. Failing that, the simple solution is to move the trail onto the existing public Town parcels identified on the “Alternative routing detail” map, above.

The final action will be to establish a trailhead on the BLM parcel, to which there is currently road access by Reno Drive; but will eventually connect to Prescott Dells Ranch Road by Cats Claw Lane and Cody Ridge Road.

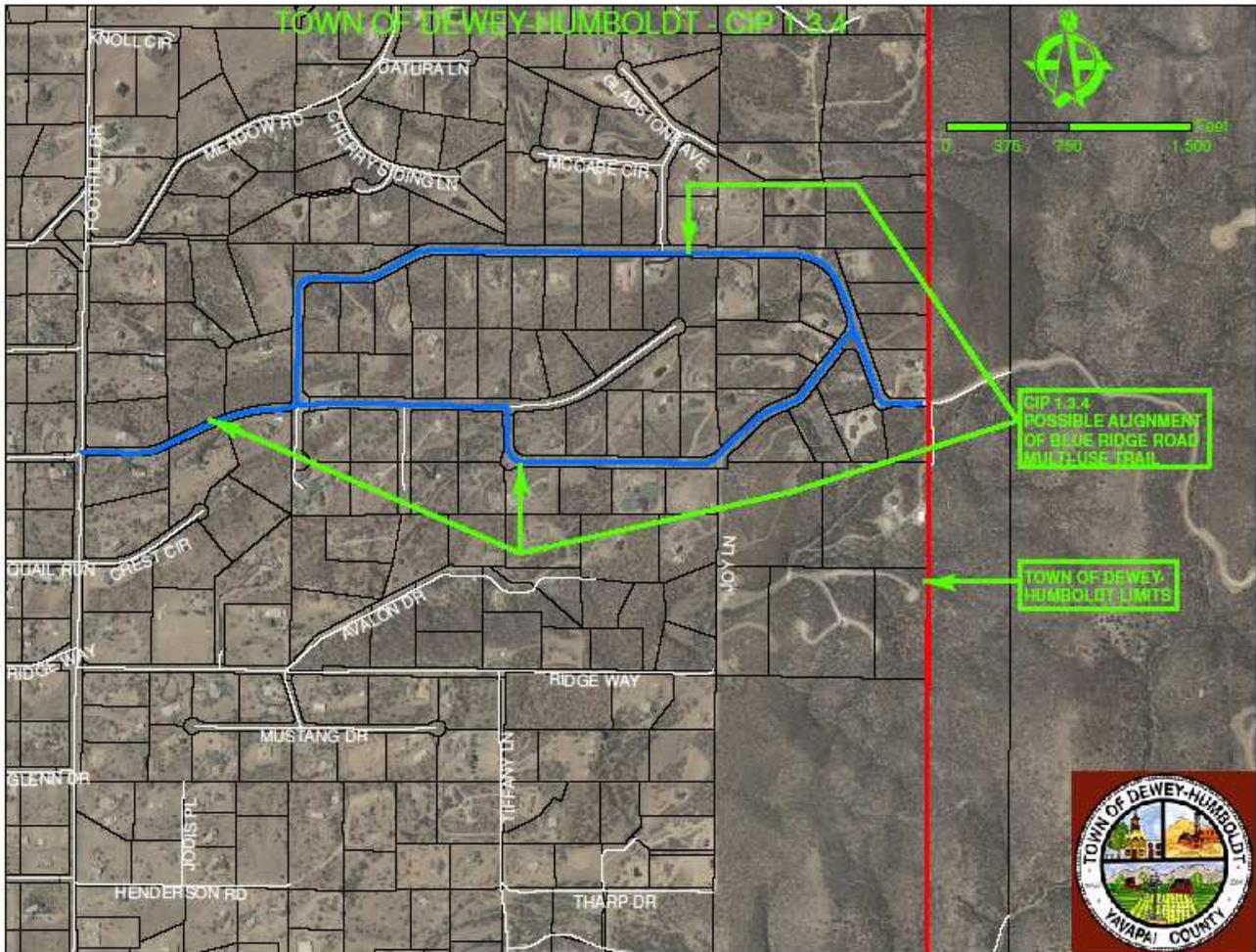
A trail in this location will connect the first node of public open space west of AZ 69 with the trail system leading to the Agua Fria (and eventually to the eastern border of Town). Separate projects will eventually connect to the Blue Hills marking the Town’s western boundary, in public land. A different series of projects, ultimately connecting the Agua Fria to the Black Hill range, will complete the east-west transit of the Town and provide for greater interconnectivity for the community as a whole.

Description	Cost	Total
Architectural and Engineering	33,748	33,748
Land Acquisition	111,000	111,000
Construction	84,370	84,370
Bench, Rails, Trailhead markers, signs	10,882	10,882
Total		240,000

Possible Funding Sources		
Cash / Current		
Cash / Current General Fund		x
HURF Fund		
Future Revenues		
Bonds		x
Loans		x
Special Districts		
Speculative Revenues		
Grants		x
Donations		x
Contributions		x
Annual Operating Impact:		
Increase (Decrease) Personnel Cost		x
Increase (Decrease) Operations Cost		x

The Blue Ridge Road Multi-use Trail

Project Description: Develop a multi-use trail from Foothills Drive to State Land parcel 800-20-038U, roughly along the Blue Ridge Road alignment.



For drainage and durability, the trail surface would be composed of several inches of underlayment (sand or ABC, depending on the native soil) covered in 1"-2" of compacted decomposed granite.

The width of the trail should be at least 6', but 12' would be required for a full bridle path. The length of the trail will be approximately 1.2 miles, terminating in public land (State Land parcel 800-20-038U).

A trailhead would then be established on the State Land, pursuant to permit or by acquisition through the Arizona Preserve Initiative process. The trail would be contained entirely in Town

parcels 800-27-003U, -003T, -003R, -003S, and again on -003T. An alternative alignment would put the trail on the White Drive parcel, crossing Town parcels 800-27-003U and -003T.

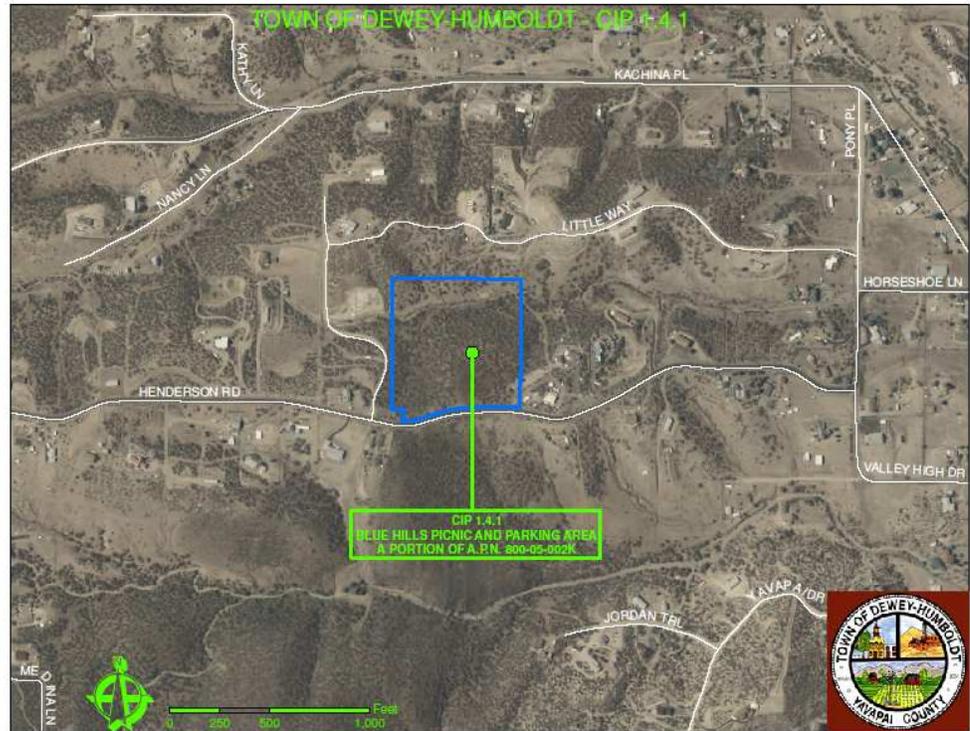
This trail segment is indicated in the General Plan. It connects Foothill Drive, a major collector, with public land on the Town’s eastern border. It parallels the Lazy River alignment, approximately one mile south. The State Land parcel where this trail ends and the BLM parcel where the Lazy River trail ends are adjacent, and future trail plans would include a connection in the eastern public land and along Foothill Drive to the west, eventually creating a ±4.5 mile loop. Alignment 1 runs along Blue Ridge Road to Eagle Drive, climbing up to White Drive. The alternative alignment (Alignment 2) is a little longer, approximately 1.2 miles, and has fewer twists and turns; but takes a less direct route to the public lands.

Description	Cost	Total
Architectural and Engineering	45,000	45,000
Land Acquisition	145,000	145,000
Construction	105,000	105,000
Total		295,000

Possible Funding Sources		
Cash / Current		
Cash / Current General Fund		x
HURF Fund		
Future Revenues		
Bonds		x
Loans		x
Special Districts		
Speculative Revenues		
Grants		x
Donations		x
Contributions		x
Annual Operating Impact:		
Increase (Decrease) Personnel Cost		x
Increase (Decrease) Operations Cost		x

The Blue Hills Picnic and Parking Area

The project is to construct a parking/picnic (about 60, 000 sq. ft.) area with water and restrooms on BLM parcel 800-05-002K. The project would be in conjunction with a future Town lease or acquisition of BLM land in the Blue Hills to be used for a passive trails development for non-motorized use. The location of the improvement is on East Henderson Road where the BLM land intersects.



Blue Hills Picnic and Parking Area

Description	Cost	Total
Architectural and Engineering	35,000	35,000
Construction	200,000	200,000
Total		235,000

Possible Funding Sources	
Cash / Current	
Cash / Current General Fund	x
HURF Fund	
Future Revenues	
Bonds	x
Loans	x
Special Districts	
Speculative Revenues	
Grants	x
Donations	x
Contributions	x
Annual Operating Impact:	
Increase (Decrease) Personnel Cost	x
Increase (Decrease) Operations Cost	x

Facilities Study

Project Description: Commission a Facilities Study to answer questions and come to a decision on building a Core Community Center. Considerations by the Study would be a Governmental Campus and the potential uses, such as Classrooms, Ball fields, Community Center, and Library. Potential Locations would be investigated. Concerns such as demand, absorption, goals, access, best practices, phasing, LEED options and funding will be explained.

The idea of performing a Facilities Study became more and more relevant as Citizens, Committee Members, Council and even staff discussed a Community Core Facility this year; we came up with as many solutions as there were questions. All questions were good and all solutions were workable but how do we make an intelligent decision that will serve us and future generations well? More importantly how do we not make costly mistakes that could tear the Town apart or bankrupt us; we are a small Town and must make our spending decisions carefully and wisely.

A Facilities Study is our best chance to get an unprejudiced opinion of what the Community wants and to link those wants and needs to the Town Vision. Professionals in this line of service will Summarize Existing Facilities, Perform Site Analysis, Draw up Conceptual Plan Designs and help us to Understand Cost Issues and Project Funding Options.

The Study will identify, qualify, quantify and organize what is known, assumed, required and desired for the Town Hall, Government Campus, Community Center – whatever we decide to call it. The Community, Council and staff will be interviewed so that we can better understand current conditions and explain, verify and even challenge presumed needs and consider how these needs translate into activities and physical spaces.

Available sites will be identified as conceivable locations to meet the Town's needs and criteria such as size, location, availability of infrastructure (water electric), will be considered. Future expansion options will be discussed and conceptual drawings will be developed.

Short-term and long term growth projections will be reviewed and discussed.

Up front cost issues including property acquisition, land development, fixtures, furnishings, equipment will be explored as well as ongoing maintenance costs of potential buildings, parks, fields and equipment.

Security, safety, access, traffic, parking and compliance with Federal and State laws will be discussed.

Sustainability options; storm water management, native plants, bike parking, pervious paving, solar and wind energy options will be considered. Up front and ongoing energy costs will vary greatly based on the types of systems selected and their energy sources.

Land Banking

Project Description: Purchase Land at historically low prices and bank (set aside) for future use or sale when the value of the Land increases. Land Banking can offer the Town a method of control for specific areas or parcels of land that have significant meaning to its Citizens. The project idea is a revision of a proposal to purchase the Bagby Property. Land Banking could also serve as part of the Town's Open Space Preservation Plan which would allow the staff to search for grant funding. For that specific reason, Council has instructed the Committee to keep this project in 2011 schedule.

Available locations exist through-out the Town limits; the idea is to keep the search to centrally located, 20 to 40 acreage parcels, southeast of the Junction of 69 and 169 and West of the Agua Fria River, this would allow for location of Core Community Center including Town Hall, Community Activity Center, Park and Library.

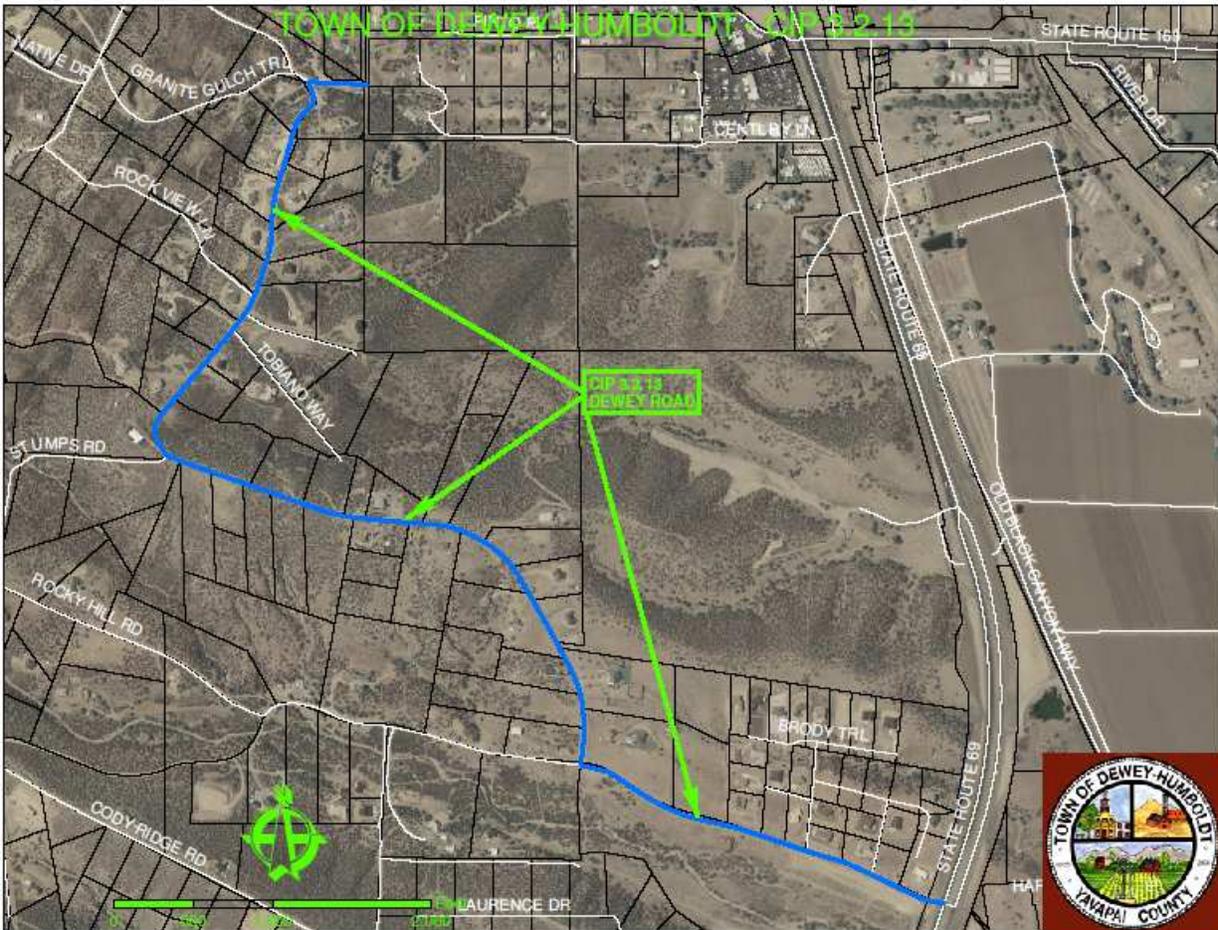
The project could also serve as phase 1 of a Community Core Facility project and a method of investing funds. The Town would not be committed to building the Facility at the property location but could. The Town could also sell the property in the future when land values go up and re-invest the funds or spend them. Land ownership would increase annual operations costs for items such as taxes, insurance and land maintenance.

New Town Hall

Acquire right-of-way and build an approximately 20,000 square foot Town Hall. Until a Facilities Study is performed, any costs provided would be a rough guess. The Town does not own land to build Facilities. Questions need to be answered such as; Does the Community want a Town Hall and/or Community Facilities Complex? How can the Community's needs best be met? Is there a benefit to keeping certain Community functions together? Where would we locate the Facility? How will we finance the project? Should the Town consider Public-private partnerships to help meet our needs?

Dewey Road

The Town is anticipating the decision on Arizona Department of Transportation's PARA Grant to prepare the Small Area Transportation Plan which will have a direct bearing on all Transportation Projects. Project is estimated to take approximately two years. Original Project description includes acquisition of the right-of-way, grade and chipseal Dewey Road, approximately 2.1 miles.



DEWEY ROAD

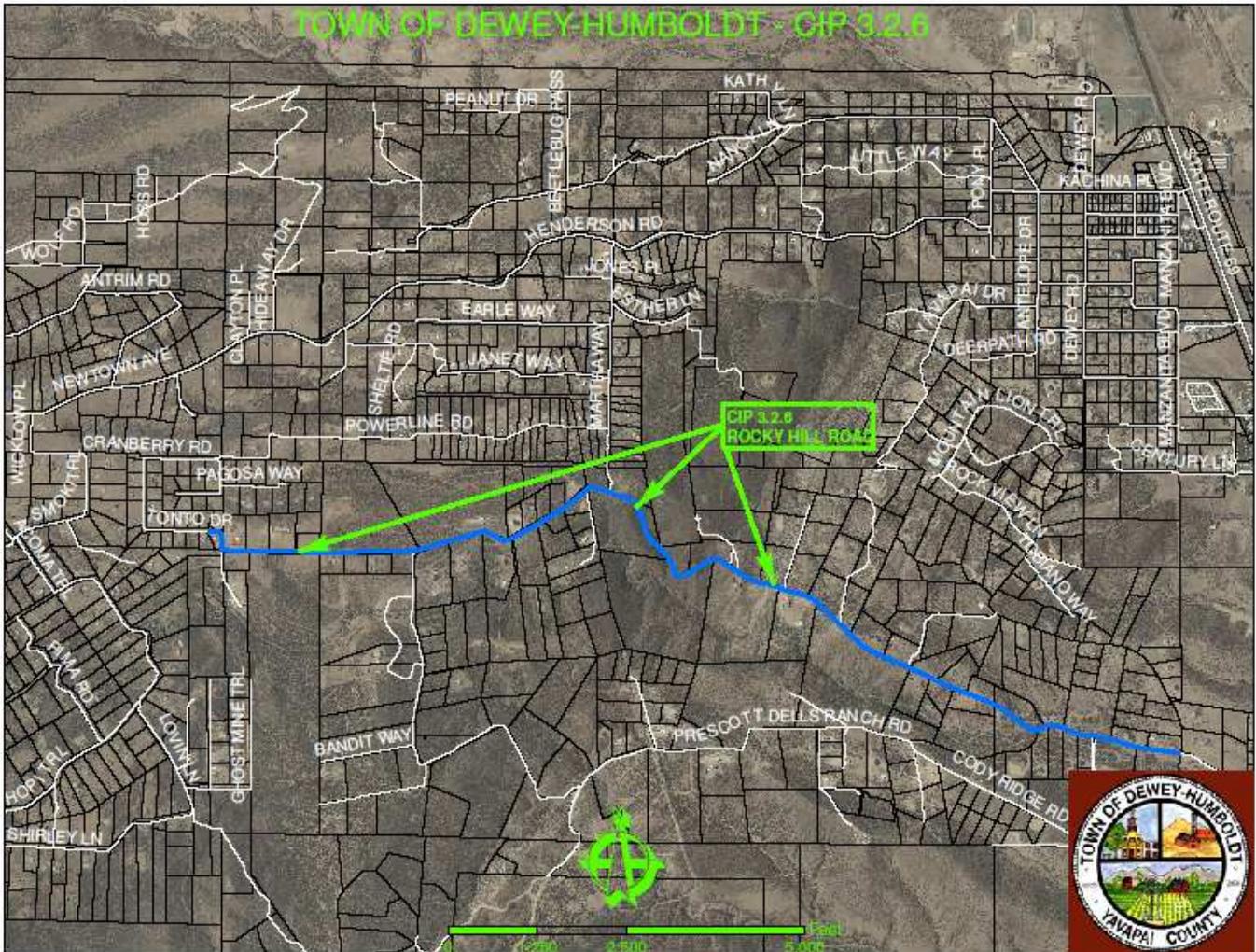
Acquire ROW for Dewey Road from Pinto to Rocky Hills Road and chipseal ROW 11100 @ 50' wide= 555,000 SF. 11100 @24 wide= 29600 SY				
Description	Quantity	Units	Unit Price	Total
Mobilization	1	L.S.	4,000	4,000
Subgrade Prep	29600	S.Y.	4	118,400
Double Chip	29600	SY	8	236,800
18" CMP	300	L.F.	60	18,000
Rip Rap	100	S.Y.	20	2,000
Traffic Control	1	L.S.	2,000	2,000
Material Testing	1	L.S.	4,000	4,000
Survey	1	L.S.	4,000	4,000
Sub Total				389,200
Contingency 10%				38,920
Sub Total				428,120
Engineering				85,624
Construction Management				85,624
Sub Total				599,368
Acquire ROW) 11100' @ 50' wide @ \$1.00/ S.F.= \$555,000				555,000
ROW Agent				10,000
Total				1,164,368

Possible Funding Sources	
Cash / Current	
Cash / Current General Fund	x
HURF Fund	x
Future Revenues	
Bonds	x
Loans	x
Special Districts	x
Speculative Revenues	
Grants	x
Donations	
Contributions	
Annual Operating Impact:	
Increase (Decrease) Personnel Cost	x
Increase (Decrease) Operations Cost	x



Rocky Hill Road (Inclusion into the Town Road System)

This project was included in Fiscal Year 2010 Budget but we have not been able to locate a grant to fund the project as of December 2009. Original project worksheet proposed three phases. Phase 1: Study the Route, Phase 2: Acquire ROW, Phase 3: Design and Construction.



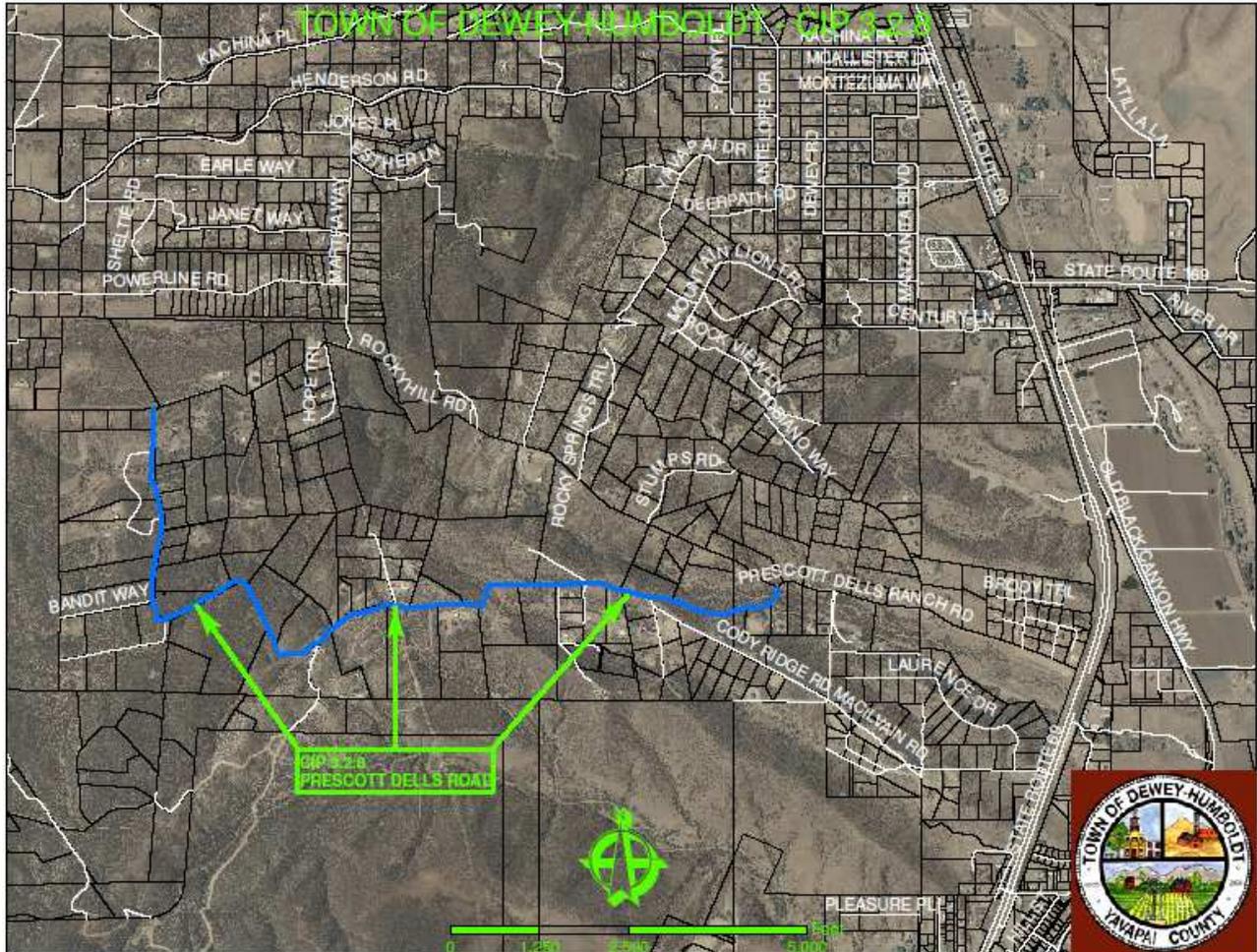
ROCKY HILL RD

Acquire ROW, Grade and chipseal 2.5 miles of Rocky Hill Road 14000@60=840,000 SF 14000@24=38000 SY				
Description	Quantity	Units	Unit Price	Total
Mobilization	1	L.S.	4,000	4,000
Subgrade Prep	38000	S.Y.	4	152,000
Double Chip	38000	SY	8	304,000
18" CMP	500	L.F.	60	30,000
Rip Rap	100	S.Y.	20	2,000
Traffic Control	1	L.S.	5,000	5,000
Material Testing	1	L.S.	5,000	5,000
Survey	1	L.S.	5,000	5,000
Sub Total				507,000
Contingency 10%				50,700
Sub Total				557,700
Engineering				111,540
CM				111,540
Sub Total				780,780
ROW 840,000@\$1.00				840,000
Total				1,620,780

Possible Funding Sources	
Cash / Current	
Cash / Current General Fund	x
HURF Fund	x
Future Revenues	
Bonds	x
Loans	x
Special Districts	x
Speculative Revenues	
Grants	x
Donations	
Contributions	
Annual Operating Impact:	
Increase (Decrease) Personnel Cost	x
Increase (Decrease) Operations Cost	x

Prescott Dells Road

Project Description: Town has contracted for a Survey of the Road. Original project worksheet proposed three phases. Phase 1: Study the Route, Phase 2: Acquire Right-of-Way, Phase 3: Construction.



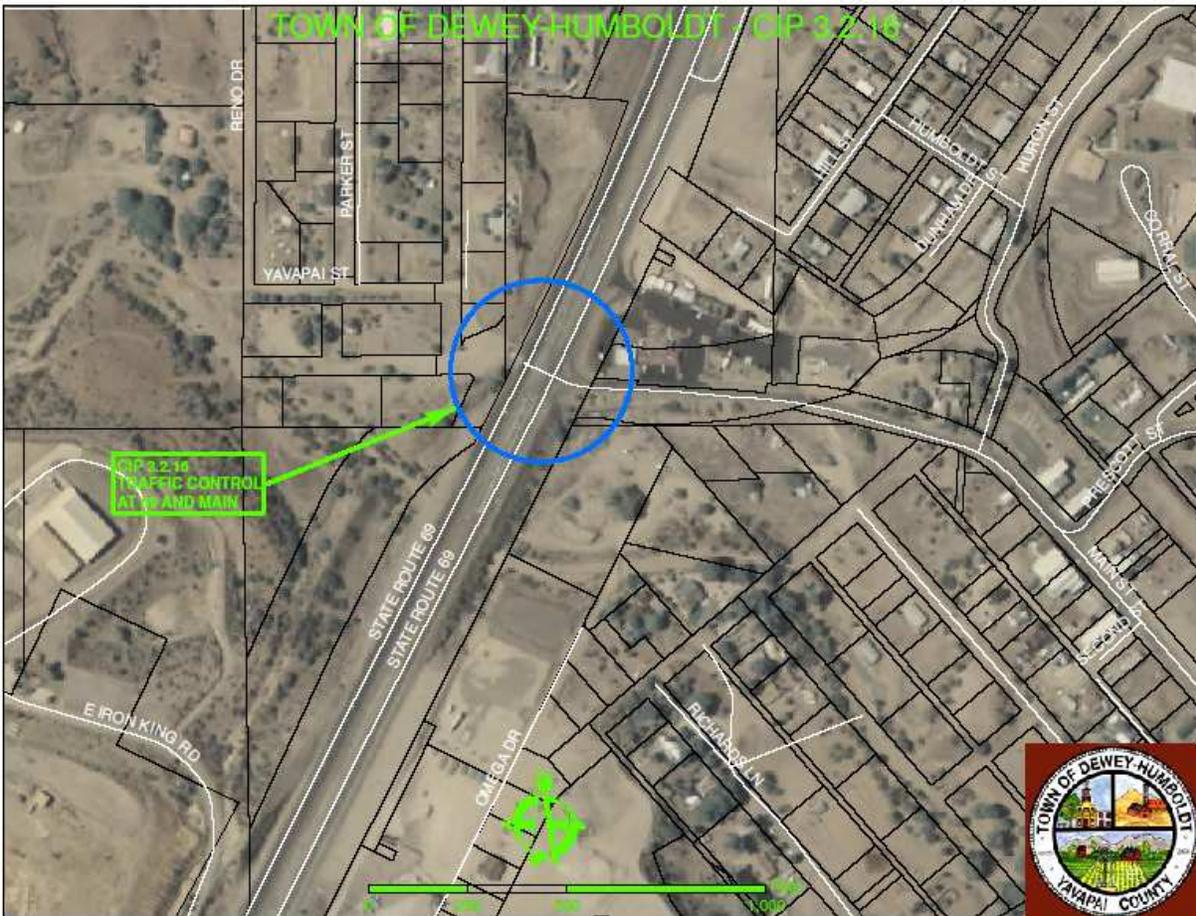
PRESCOTT DELLS

Acquire ROW, Grade and chipseal 3.0 miles of Prescott Dells 16000@60=960,000 SF 16000@24=43000 SY				
Description	Quantity	Units	Unit Price	Total
Planning	1		29,500	19,155
Mobilization	1	L.S.	4,000	4,000
Subgrade Prep	43000	S.Y.	4	172,000
Double Chip	43000	SY	8	344,000
18" CMP	500	L.F.	60	30,000
Rip Rap	100	S.Y.	20	2,000
Traffic Control	1	L.S.	5,000	5,000
Material Testing	1	L.S.	5,000	5,000
Survey	1	L.S.	5,000	5,000
Sub Total				586,155
Contingency 10%				58,616
Sub Total				644,771
Engineering				128,954
Construction Management				128,954
Sub Total				902,679
ROW 960,000@\$1.00				960,000
Total Project Cost				1,862,680

Possible Funding Sources	
Cash / Current	
Cash / Current General Fund	x
HURF Fund	x
Future Revenues	
Bonds	x
Loans	x
Special Districts	x
Speculative Revenues	
Grants	x
Donations	
Contributions	
Annual Operating Impact:	
Increase (Decrease) Personnel Cost	x
Increase (Decrease) Operations Cost	x

Traffic Control at Highway 69 and Main Street

Project Description: Traffic control at the intersection of Highway 69 and Main Street in Humboldt. This is a revision of the original proposal to put in a Traffic Light revised at the direction of Council.



The Prescott ADOT Road Safety Assessment (RSA) Team has recommended reducing the speed limit to 55mph to south of 3rd Street. Total Project cost \$1,000,000 to \$1,200,000. Town owns 2 of the 4 legs of the intersection = 50% Town, 50% ADOT.

They have also recommended a roundabout for the intersection of Main and 69. The Roundabout is warranted and could begin immediately. Roundabouts drastically lower accident rates and effectively reduce speed. The Roundabout would require speed reduction to at least 45mph or less. The Roundabout would offer safe access to both sides of Highway 69 to vehicles and pedestrians. The Roundabout results in fewer emissions than a signal, no electricity costs. ADOT would maintain.

An unintended consequence of the Roundabout is that it would allow a smoother access to Main Street for economic and community development. The Roundabout would also offer a highly visible location for a Town entryway monument.

Roundabout

Shared project with ADOT				
50% percent of the project cost would be paid for by each party.				
Description	Quantity	Units	Unit Price	Total
Architectural and Engineering			100,000	100,000
Site Preparation			200,000	200,000
Construction Management			850,000	850,000
Signage and Other			50,000	50,000
Total Project Cost				1,200,000

Possible Funding Sources	
Cash / Current	
Cash / Current General Fund	x
HURF Fund	x
Future Revenues	
Bonds	x
Loans	x
Special Districts	x
Speculative Revenues	
Grant ADOT 50% Share	x
Donations	
Contributions	
Annual Operating Impact:	
Increase (Decrease) Personnel Cost	x
Increase (Decrease) Operations Cost	x



Shirley Lane

Project Description: Original project worksheet proposed three phases. We have begun a Survey of the Road. Project Phase 1: Study the Route, Phase 2: Acquire ROW, Phase 3: Design and Construction.



SHIRLEY TO PRESCOTT DELLS

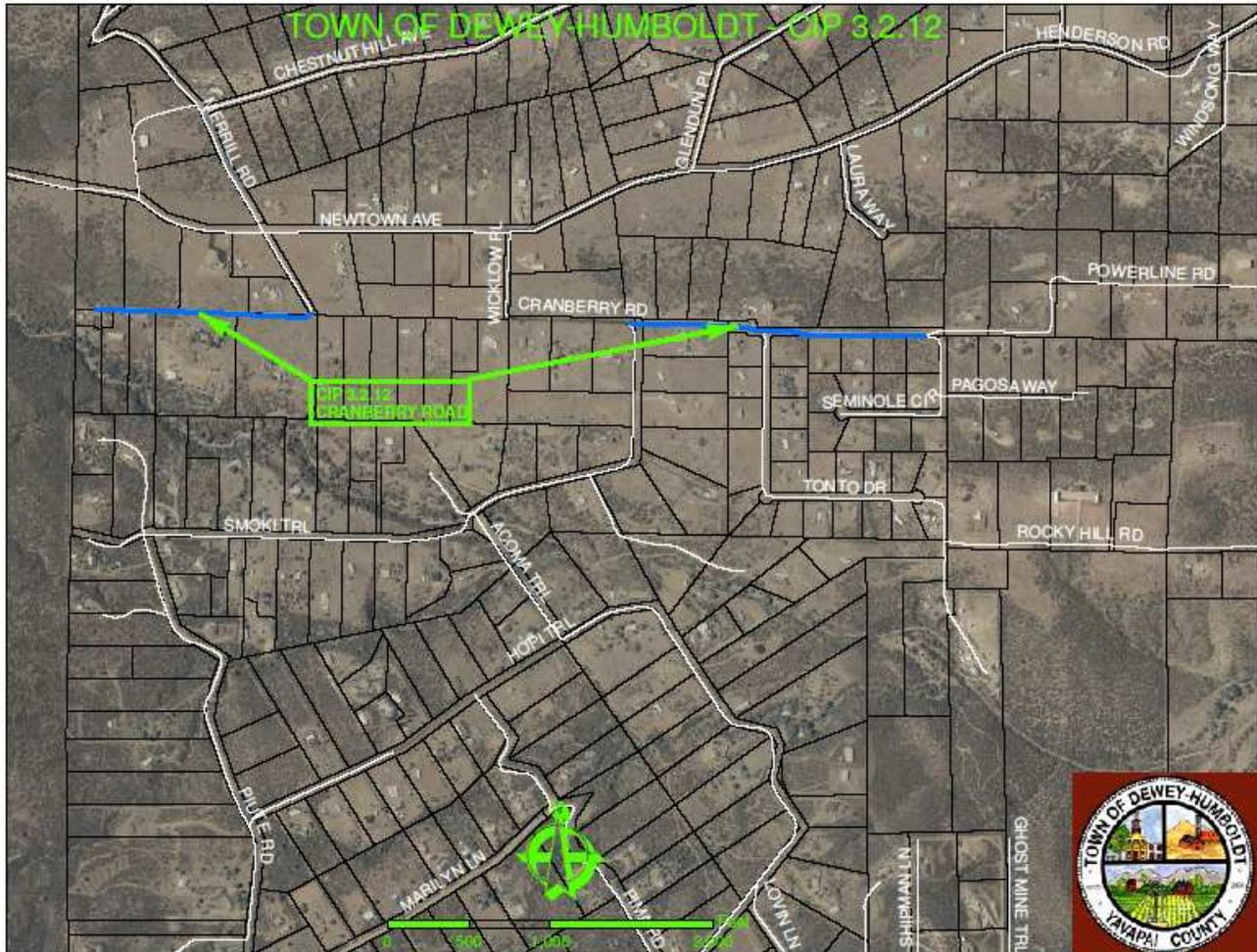
Extend Shrley Lane to Prescott Dells Ranch Road				
Acquire ROW) 4200' @ 60' wide @ \$1.00/ S.F.= \$252,000 + \$25,000 Contingency				
Description	Quantity	Units	Unit Price	Total
Mobilization	1	L.S.	5,000	5,000
Subgrade Prep	28000	S.Y.	10	280,000
Double Chip	28000	SY	8	224,000
18" CMP	100	L.F.	60	6,000
Rip Rap	200	S.Y.	20	4,000
Traffic Control	1	L.S.	2,000	2,000
Material Testing	1	L.S.	4,000	4,000
Survey	1	L.S.	4,000	4,000
Sub Total				529,000
Contingency 10%				52,900
Sub Total				581,900
Engineering				116,380
CM				116,380
Sub Total				814,660
Acquire ROW) 4200' @ 60' wide @ \$1.00/ S.F				277,000
ROW Agent				10,000
Total				1,101,660

Possible Funding Sources	
Cash / Current	
Cash / Current General Fund	x
HURF Fund	x
Future Revenues	
Bonds	x
Loans	x
Special Districts	x
Speculative Revenues	
Grants	x
Donations	
Contributions	
Annual Operating Impact:	
Increase (Decrease) Personnel Cost	x
Increase (Decrease) Operations Cost	x



Cranberry Road

Acquire right-of-way and chip seal the remaining portion of Cranberry Rd, ~4,000 feet.



CRANBERRY ROAD

Acquire ROW for Cranberry Road and Then chip seal it approximately 4,000 feet wide = 200,000 SF				
Description	Quantity	Units	Unit Price	Total
Mobilization	1	L.S.	2,000	2,000
Subgrade Prep	2300	S.Y.	4	9,200
Double Chip	2300	SY	8	18,400
18" CMP	100	L.F.	60	6,000
Rip Rap	50	S.Y.	20	1,000
Traffic Control	1	L.S.	2,000	2,000
Material Testing	1	L.S.	3,000	3,000
Survey	1	L.S.	3,000	3,000
Sub Total				44,600
Contingency 10%				4,460
Sub Total				49,060
Engineering				9,812
Construction Management				9,812
Sub Total				68,684
Acquire ROW) 4000' @ 50' wide @ \$1.00/ S.F.				252,000
ROW Agent				5,000
Total				325,684

Possible Funding Sources	
Cash / Current	
Cash / Current General Fund	x
HURF Fund	x
Future Revenues	
Bonds	x
Loans	x
Special Districts	x
Speculative Revenues	
Grants	x
Donations	
Contributions	
Annual Operating Impact:	
Increase (Decrease) Personnel	x
Increase (Decrease) Operations	x



Agua Fria Lane

Project Description: This project would double chip seal approximately 0.4 miles of Agua Fria Lane from the intersection with Sleepy Acre Lane eastbound to the intersection with Beverly Hills Drive.



Agua Fria Lane

Double Chip seal approximately 500-600 feet of Agua Fria Lane				
Description	Quantity	Units	Unit Price	Total
Mobilization	1	L.S.	2,000	2,000
Subgrade Prep	4400	S.Y.	1	4,136
Double Chip	4400	SY	3	15,356
3" of ABC	720	TON	19	13,320
Fog Seal @ 0.10 Gpsy @ 50-50 Blend	4400	S.Y.	0	1,012
Traffic Control	1	L.S.	1,000	1,000
Material Testing	1	L.S.	1,000	1,000
Sub Total				37,824
Contingency 10%				3,782
Sub Total				41,606
Engineering				2,080
Construction Management				1,814
Total				45,500

Possible Funding Sources	
Cash / Current	
Cash / Current General Fund	x
HURF Fund	x
Future Revenues	
Bonds	x
Loans	x
Special Districts	x
Speculative Revenues	
Grants	x
Donations	
Contributions	
Annual Operating Impact:	
Increase (Decrease) Personnel	x
Increase (Decrease) Operations	x



Volunteering has a meaningful, positive impact on your community. Volunteers provide a broad source of expertise and talent for Town programs as well as offering a means for citizens to participate in their local government. The Town of Dewey-Humboldt welcomes volunteers to help strengthen the relationship between citizens and Town government.

To learn more about how you can help, please call Town Hall at 928.632.7362.

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YAVAPAI COUNTY SHERIFF'S OFFICE

COMMUNITY SERVICES CONTRACT

FOR THE TOWN OF DEWEY-HUMBOLDT

2016-17

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

The contract amount for 2016-17 is \$392,370

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

Patrol:

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

Animal Control:

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

Criminal Investigations Bureau:

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



YAVAPAI COUNTY SHERIFF'S OFFICE

Support Services:

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

Management services:

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

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

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

Specialized area-wide services:

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

2016-17 Change resulting in an increase of \$10,485 (+2.7%)

\$11,561	Personnel Benefits Increase
\$1,735	Support Services Increase
\$[-2,810]	Vehicle cost increase
<hr/>	
\$10,486	



YAVAPAI COUNTY SHERIFF'S OFFICE

Attachment 3

Town of Dewey-Humboldt Fiscal year 2016-2017

Annual Personnel Costs \$303,485

\$50,195 Average Deputy Salary (62-16)
\$36,515 Employee Benefits
\$86,710 Total Salary + Benefits

Annual vehicle Costs \$43,362

2016/2017 \$.54 (IRS rate as of Jan 2016)/mile (includes fuel cost/maintenance/depreciation)
\$0.54/mile x 110 miles/shift (2) x 365 days/year = \$43,362
\$43,362 Total Annual Vehicle Cost

Support Services Costs \$45,523

Costs based on 15% of personnel costs

Budget Cost Summary

Personnel Costs

YCSO is contracted to dedicate 1 Deputy Sheriff to the Town of Dewey-Humboldt for 20 hours per day between the hours of 6:00 AM and 2:00 AM daily.

20 hrs/day x 7 days/week = 140 hours/week

140hrs / wk

===== 3.5 deputies

40hrs / deputy / wk

\$86,710 x 3.5 deputies = \$303,485

- **Vehicle Costs**

\$0.54/mile x 110 miles/shift (2) x 365 days/year = **\$43,362**

- **Support Services Costs**

15% of Salaries

\$303,485 x 15% = \$45,523

- **Total Budget Cost FY 2016/2017**

\$303,485 + \$43,362 + \$45,523 = \$392,370

**INTERGOVERNMENTAL AGREEMENT
TOWN OF DEWEY-HUMBOLDT/YAVAPAI COUNTY
LAW ENFORCEMENT SERVICES**

This Agreement is entered into this ___ day of _____ 2016, by and between the Town of Dewey-Humboldt, an Arizona municipal corporation (hereinafter the "Town"), and Yavapai County, a political subdivision of the State of Arizona (hereinafter the "County").

RECITALS

WHEREAS, the County, through the Yavapai County Sheriff's Office (hereinafter, the "Sheriff's Office"), provides law enforcement services in the unincorporated areas of Yavapai County, including the areas surrounding the corporate boundaries of the Town;

WHEREAS, the Town wishes to provide for enhanced law enforcement services in order to protect persons and property within its municipal boundaries;

WHEREAS, the parties have determined that an Agreement whereby the Sheriff's Office provides enhanced law enforcement services within the Town's corporate limits will allow the Town to better protect persons and property within its municipal boundaries in a cost-effective manner; and

WHEREAS, the parties are authorized pursuant to ARS §11-952 to enter into agreements for joint or cooperative action:

NOW, THEREFORE, the parties agree as follows.

1. **Enhanced Law Enforcement Services.** For the consideration to be paid by the Town as specified herein, the County, through its Sheriff's Office, agrees to the following:
 - a. To continue providing three (3) full-time Deputy Sheriff positions during the initial term of this Agreement for the purpose of providing the enhanced law enforcement services as described herein.
 - b. To assign an additional patrol officer position to Sheriff's Patrol Sector 1 (as identified in *Attachment 1* to this Agreement) on a daily basis during the 6 A.M. – 4 P.M. shift and the 4 P.M. – 2 A.M. shift to respond to calls originating from within the Town's corporate limits.
 - c. To assign a patrol officer position within the area constituting Sheriff's Patrol Sectors 1, 2, and 3 (as identified in *Attachment 1* to this Agreement) as needed on a daily basis between the hours of 2 A.M. and 6 A.M. to respond to calls originating from within the Town's corporate limits.
 - d. To provide the subject services in accord with the additional terms and conditions as specified in *Attachment 2* to this Agreement.
 - e. To be responsible, except as expressly provided herein, for all payment of all costs of providing enhanced law enforcement services pursuant to this Agreement including, but not limited to cost for personnel salaries benefits, support services, capital equipment and facilities, supplies and vehicle operating costs.

2. **Enhanced Service Standards.** With respect to the County's obligation to provide enhanced law enforcement services pursuant to this Agreement, the parties understand and agree:
 - a. That the County's obligation to provide enhanced law enforcement services is expressly limited to the continuation of the Deputy positions, the deployment of personnel in the manner provided herein subject to the additional terms and conditions as set forth in **Attachment 2** to this Agreement. In the event the services described in Paragraph 1 of this Agreement are reduced due to failure to continue the all or some of the Deputy positions, the compensation set forth in this Agreement shall be proportionately reduced.
 - b. That, by agreeing to provide enhanced law enforcement services, the County does not warrant or guarantee a specific response time for calls originating from within the Town's corporate limits.
 - c. That officers assigned to patrol sectors pursuant to this Agreement may, at times, be required to respond to higher-priority calls originating outside the Town's corporate limits and may, under those circumstances, be required to delay response to calls originating from within the Town's corporate limits.
3. **Payment for Enhanced Services.** In consideration for the County's agreement to provide enhanced law enforcement services as described herein and the Ancillary and Support Services as set forth in **Attachment 2**, the Town agrees to pay the annual sum of Three Hundred Ninety Two thousand, Three hundred and Seventy dollars (\$392,370) (the "Payment"). Payment shall be made in twelve (12) equal installments of Thirty two thousand Six hundred Ninety Seven Dollars and Fifty Cents (\$32,697.50), with each installment to be due and payable no later than the fifth (5th) day of each month during the effective term of this Agreement. **Local Facilities.** The Town shall provide space within or near Town offices that will allow Sheriff's personnel to prepare and file reports, maintain records as needed and to meet as required with citizens and Town staff.
4. **Term of Agreement; Records.** The term of this agreement shall commence on July 1, 2016 and shall terminate on June 30, 2017. Both parties will have access to the other party's records with respect to this Agreement for the period of three (3) years following the termination of this Agreement.
5. **Indemnification and Insurance.** Each party (as "indemnitor") agrees to indemnify, defend, and hold harmless the other party (as "indemnitee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (hereinafter collectively referred to as "claims") arising out of or as a result of bodily injury of any person (including death) or property damage, but only to the extent that such claims are caused by the act, omission, negligence, misconduct, or other fault of the indemnitor, its officers, officials, agents, employees, or volunteers. The obligations under this Paragraph 6 shall survive the termination of this Agreement.

County shall maintain such insurance and designate Town as an additional insured with a minimum coverage of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate for personal injury and one million (\$1,000,000) per occurrence/aggregate for property damage as will protect it and the Town from claims set

forth below which may arise out of or result from County's operations under this Agreement, whether such operations be by itself or by anyone directly or indirectly employed by it, or by anyone for whose acts it may be liable. Certificates of insurance acceptable to Town and designating the Town of Dewey-Humboldt as an additional insured shall be filed with Town prior to commencement of this Agreement. The certificate shall contain a provision that coverage is supported and that the policies will not expire, be cancelled or changed during the term of this Agreement. Such insurance shall cover:

- a. Claims for damages because of bodily injury, occupational sickness or disease or death of its employees;
 - b. Claims for damages because of bodily injury, sickness or disease, or death of any person other than its employees;
 - c. Claims for damages insured by usual personal injury liability insurance which are sustained (1) by any person as a result of any offense whether directly or indirectly related to the employment of such person by County or (2) by any other person;
 - d. Claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom; and
 - e. Claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance or use of any motor vehicle.
6. **Severability.** The invalidity of any provision of this Agreement as determined by a Court of competent jurisdiction, shall in no way effect the validity of any other provision hereof, so long as the original intent of the parties is not defeated thereby.
 7. **Applicable Law.** The terms and conditions of this agreement shall be construed and governed in accordance with the laws of the State of Arizona.
 8. **Termination for Breach.** In the event of a breach of any term or condition of this Agreement by either Party the Party claiming breach shall provide written notice to the other Party said notice setting forth the factual basis for the determination that a breach has occurred. If the breach is not remedied within fifteen (15) days of receipt of notice, the Party claiming breach may terminate this Agreement without further notice.
 9. **Disputes; Trial by Court.** The Parties expressly covenant and agree that in the event of a dispute arising from this Agreement, each of the parties hereto waives any right to a trial by jury. In the event of litigation, the parties hereby agree to submit to a trial before the Court.
 10. **Disputes; Attorney Fees.** The Parties expressly covenant and agree that in the event of litigation arising from this Agreement, neither party shall be entitled to an award of

attorney's fees, either pursuant to the Contract, pursuant to ARS Section 12-341.01(A) and (B), or pursuant to any other state or federal statute.

11. **Entire Agreement.** This Intergovernmental Agreement contains the entire agreement of the parties with respect to the subject matter hereof, and it may only be amended, modified or waived by a written instrument signed by the authorized agents or the parties hereto.
12. **Notices.** Notices relating to this Intergovernmental Agreement shall be deemed to have been delivered upon personal delivery, or as of the second business day after mailing by United States postage prepaid, addressed as follows:

Dewey-Humboldt: Town of Dewey-Humboldt
 Town Manager
 P.O. Box 69
 Humboldt, AZ 86329

Yavapai County: Yavapai County
 County Administrator
 1015 Fair Street
 Prescott, AZ 86305

With copy to: Yavapai County Sheriff
 255 East Gurley Street
 Prescott, AZ 86301

These addresses may be changed by either party by giving notice in writing. Such changes shall be deemed to have been effectively noticed five (5) calendar days after being mailed to each party by the party changing the address.

13. **Conflict of Interest.** This Agreement is subject to the ARS §38-511 pertaining to conflicts of interest, the pertinent provisions of which are incorporated by reference herein.
14. **Employees.** The employees of one party hereto will not for any reason be considered employees of the other party.
15. **Disposition of shared assets.** Upon termination of this Agreement, any personal property acquired pursuant to this Agreement will become the property of the County, and any real property acquired pursuant to this Agreement will become the property of the Town.
16. **Immigration Law Compliance Warranty.** As required by A.R.S. § 41-4401, the parties hereby warrant their compliance with all federal immigration laws and regulations that relate to its employees and A.R.S. § 23-214(A). The parties further warrant that after hiring an employee, they verify the employment eligibility of the employee through the E-Verify program. If the parties use any subcontractor in performance of the enhanced law enforcement services, subcontractors shall warrant their compliance with all federal

immigration laws and regulations that relate to its employees and A.R.S. § 23-214(A), and subcontractors shall further warrant that after hiring an employee, such subcontractor verifies the employment eligibility of the employee through the E-Verify program. A breach of this warranty shall be deemed a material breach of the Agreement that is subject to penalties up to and including termination of the Contract.

17. **Worker's Comp Indemnity Provision.** For purposes of workers' compensation, an employee of a party to this Agreement, who works under the jurisdiction or control of, or who works within the jurisdictional boundaries of another party pursuant to this specific intergovernmental agreement, is deemed to be an employee of both the party who is his primary employer and the party under whose jurisdiction or control or within whose jurisdictional boundaries he is then working, as provided in A.R.S. § 23-1022(D). The primary employer party of such employee shall be solely liable for payment of workers' compensation benefits for the purposes of this section. Each party herein shall comply with the provisions of A.R.S. § 23-1022(E) by posting the public notice required.

APPROVALS

YAVAPAI COUNTY

TOWN OF DEWEY-HUMBOLDT

Jack R. Smith, Chair of the Board

Date: _____

ATTEST:

Barbara Fox-Thomas, Deputy Clerk of the Board

Date: _____

ACCEPTANCE AND CONCURRENCE:

Scott Mascher, Sheriff

Date: _____

Pursuant to A.R.S. Section 11-952(D), the foregoing agreement has been reviewed by the undersigned Deputy County Attorney, who has determined that the agreement is in proper form and is within the powers and authority granted under the laws of this State to the County of Yavapai.

Deputy County Attorney

D/H SO IGA FY2016

Terry Nolan, Mayor

Date: _____

ATTEST:

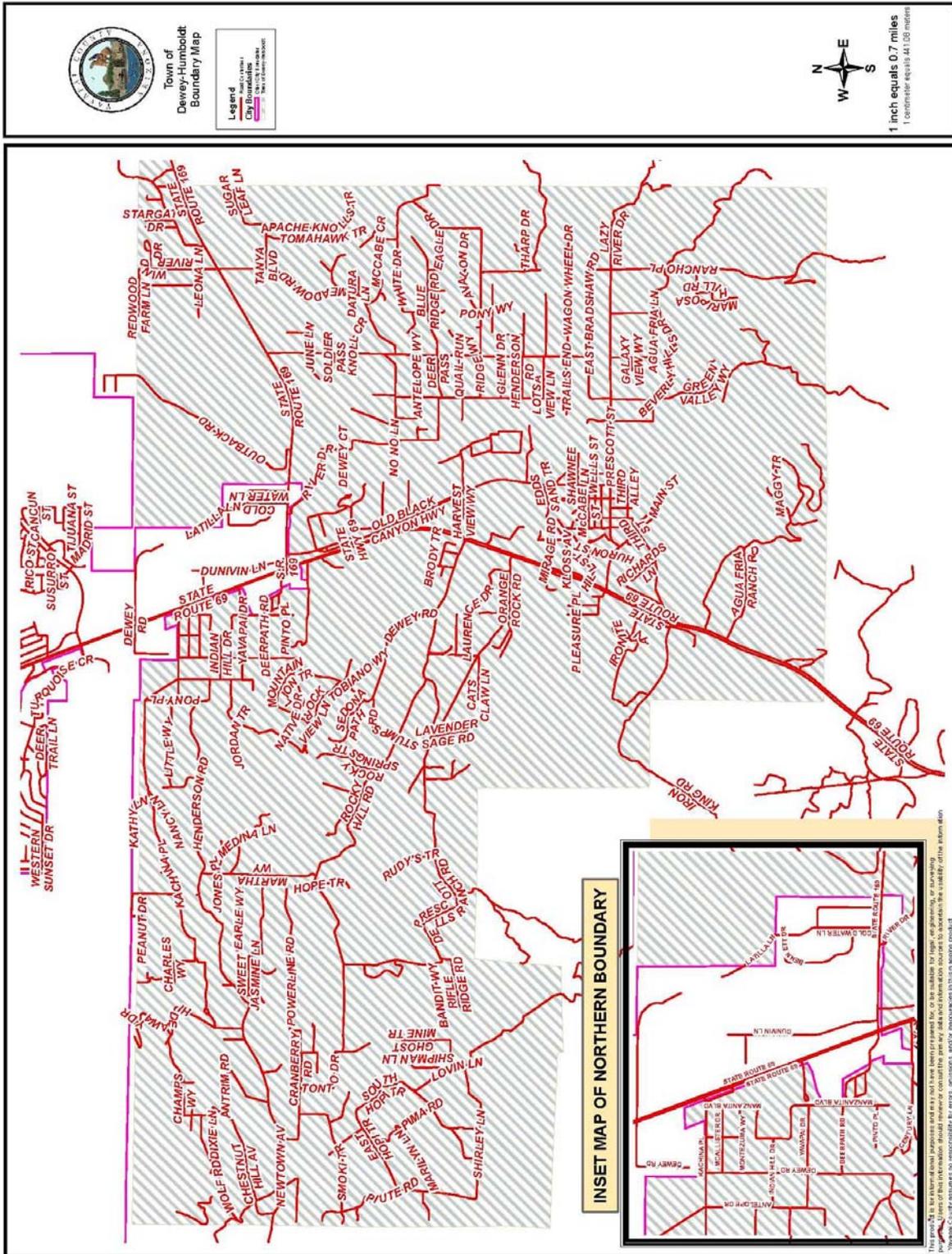
Judy Morgan, Town Clerk

Date: _____

Pursuant to A.R.S. Section 11-952(D), the foregoing agreement has been reviewed by the undersigned attorney for the Town of Dewey-Humboldt, who has determined that the agreement is in proper form and is within the powers and authority under the laws of this State to the Town of Dewey-Humboldt.

Susan Goodwin, Town Attorney

Yavapai County Sheriff's Office -Patrol Zone Map



DEWEY-HUMBOLDT/YAVAPAI COUNTY IGA
SCOPE OF SERVICE

1. Ancillary Services.

In addition to the Sheriff's Patrol Services as specified in Section 1 of this Agreement, the County through the Yavapai County Sheriffs Office shall provide the following ancillary services:

- Canine unit
- SWAT team
- Mobile command post availability
- Animal Control Services
- Humane Society contracts
- VIP volunteer services
- Organizing Neighborhood Watch groups and conducting periodic Neighborhood Watch meetings.
- Organize Business Watch groups
- Perform security inspections for residences and businesses
- Facilitate "Community Advisory Partnership" meetings
- Organize or participate in community events with public safety displays or demonstrations to educate on drug awareness, burglary and theft prevention, personal safety and others.

It is understood that the specified ancillary services shall be provided at the levels which have been provided to Sheriffs Office Patrol Area 1 prior to the execution of this Agreement and are not subject to enhancement unless expressly provided herein.

2. Support Services.

In addition to the Sheriff's Patrol Service and Ancillary Services as provided in this Agreement or attachments thereto, the County, through the Yavapai County Sheriff's Office shall provide the following support services as needed to support the Patrol and Ancillary Services at the levels specified herein:

- Sergeant supervision
- Crime investigations
- Dispatch services.
- Clerical services and supplies
- Patrol vehicles to include payment of all costs of operation.

**Town of Dewey-Humboldt
Fiscal year 2016-2017**

Annual Personnel Costs \$303,485

\$50,195 Average Deputy Salary (62-16)
 \$36,515 Employee Benefits
\$86,710 Total Salary + Benefits

Annual vehicle Costs \$43,362

2016/2017 \$.54(IRS rate as of Jan 2016/mile (includes fuel cost/maintenance/depreciation)
 \$0.54/mile x 110 miles/shift (2) x 365 days/year = \$43,362
\$43,362 Total Annual Vehicle Cost

Support Services Costs \$45,523

Costs based on 15% of personnel costs

Budget Cost Summary

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

$$\frac{140\text{hrs} / \text{wk}}{\text{=====}} = 3.5 \text{ deputies}$$

$$40\text{hrs} / \text{deputy} / \text{wk}$$
\$86,710 x 3.5 deputies = \$303,485

- **Vehicle Costs**
 \$0.54/mile x 110 miles/shift (2) x 365 days/year = **\$43,362**

- **Support Services Costs**
 15% of Salaries

\$303,485 x 15% = \$45,523

- **Total Budget Cost FY 2016/2017**

\$303,485 + \$43,362+ \$45,523 = \$392,370



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

TOWN COUNCIL REGULAR SESSION

March 15, 2016, 6:30 p.m. Town Council Meeting Chambers

Agenda Item: # 9.3. United States Department of Agriculture (USDA) Business Development Grant Advisability. Possible action on whether to apply and for what project(s) if applying.

To: Mayor and Town Council Members

From: Yvonne Kimball, Town Manager

Date submitted: March 10, 2016

Summary: How did it come about: USDA Rural Development announced its business development grant. Prior to receiving the announcement, Mortimer Farm owner, USDA representative and town staff met to explore an interest of Mortimer's – a multi-media sign along the highways of SR 69 and/or SR 169.

Once we received the announcement, staff gave the grant a serious consideration. We concluded the following:

1. Apply for the grant for an economic development related study: suggestions include a "downtown and/or Main St. revitalization plan" or an overall D-H Economic development plan. The key for a study is to identify the linkage between a plan and tangible job creation or economic growth. A study may not be a viable candidate for this particular grant. It is however a manageable project.
2. Apply for the grant for a multi-media sign for the Town which the Town can use to promote all businesses. This is a great concept. In addition to Mortimer's Farm, other local businesses, the museum and the library, even the school have asked about a sign on the highway. USDA views this option as a strong project. I do not believe the Town is equipped to handle such a sign just yet. Staff identified two major challenges: 1) How to pay for the on-going administration once we have obtained the sign? The grant would not support on-going administration. We could contract its management service out, which would create expenses; 2) Would this sign would be able to pay for itself? In order to determine whether the project would make financial sense to Town, we would need a study which would be another cost. We could build the study into the grant. Additionally, some other unknowns include ADOT authorization, property locations, etc. Although it is a viable grant project it contains many uncertainties, almost enough for me to say no to. However, if Council directs staff to apply, I can see the value of giving it a try. We can complete the form by the deadline, but we can not determine whether the project is financially sustainable or whether it would meet all the regulatory requirements by April 29, 2016.

The funding is approximately 50k for projects and 20k to 30k for studies. If we decide to apply for the grant, the factors of the Town's population, income level and being a new applicant for the grant would score us favorably. USDA and NACOG both encourage us to apply. If we decide not to apply at this time, there are other ways to accomplish the same goals. I believe a study can be funded by other sources, such as APS grants. For the multi-media signage, NACOG is an eligible agency to apply for the grant.

Attachments: 1) Application form; 2) Score form



USDA Rural Development

230 N. 1st Avenue, Suite 206
Phoenix, AZ 85003-1706
Contact: Dianna Jennings
602.280.8740 (o); 602.571.0689 (c)
Email: dianna.jennings@az.usda.gov
Web: <http://www.rd.usda.gov/az>
February 29, 2016

Release No.: 005

MEDIA RELEASE

Native American set-aside and non-Native funds available USDA financing available to support rural businesses and create jobs

(February 29, 2016—Phoenix, Arizona) The United States Department of Agriculture, Rural Development, is now accepting applications for grants to support rural businesses and help create jobs.

The Rural Business Development Grant (RBDG) is a competitive grant designed to aide local governments, non-profit organizations and Federally-recognized Native American Tribes in providing targeted technical assistance, training and other activities leading to the development or expansion of small and emerging private businesses in rural areas. **There are no direct grants to individuals or businesses.**

The RBDG Native American set-aside will be awarded competitively through a national competition and is expected to be similar in funding to FY 2015 at \$4 million. The non-set-aside allocation for Arizona is also estimated to be the same as FY 2015 at approximately \$290,000. Last year's funding level resulted in six (6) grants ranging from \$25,000 to \$60,000 each. Smaller requests are given higher priority.

Programmatic activities are separated into enterprise or opportunity type grant activities, with opportunity type grant funding being limited to 10% of the total RBDG annual funding.

For additional information and the program regulation, please visit the RBDG program website at <http://www.rd.usda.gov/programs-services/rural-business-development-grants>.

For questions or technical assistance in completing the application, please contact Jeff Hays, Rural Development Coordinator, at (928) 759-9301, Extension 103 or at jeff.hays@az.usda.gov.

Complete applications for both the Native American and unrestricted RBDG applications must be received by **April 29th by 4:30 p.m.** All applications must be submitted to **USDA Rural Development, Attn: Business & Cooperative Programs, 230 North 1st Avenue, Suite 206, Phoenix, AZ 85003-1706.**

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USDA is an equal opportunity provider and employer. To file a complaint of discrimination, write:
USDA, Office of the Assistant Secretary for Civil Rights, Office of Adjudication, 1400
Independence Ave., S.W., Washington, DC 20250-9410 or call (866) 632-9992 (Toll-free
customer Service), (800) 877-8339 (Local or Federal relay), (866) 377-8642 (Relay voice users).

USDA Rural Business Development Grant

Application Toolkit

USDA RURAL DEVELOPMENT RURAL BUSINESS DEVELOPMENT GRANT

Rural Business Development Grant

APPLICATION TOOLKIT

USDA Rural Business Development Grant

Application Toolkit

Instructions and Helpful Hints

Application Deadline: April 29, 2016 at 4:30pm. Applications must be received in the Arizona State Office on or before the deadline. *This is not a postmark date.*

Our mailing and physical address is:

USDA Rural Development
Attn: Business & Cooperative Programs
230 N 1st Ave, Suite 206
Phoenix, AZ 85003-1706

Provide one original application only. *Please do not bind your applications.*

CFDA Number: 10.351 (Insert this number in Block 11 of the SF-424)

CFDA Title: Rural Business Development Grant (Insert this title in Block 11 of the SF-424)

Matching Funds: Matching funds are not required by the regulation. However, smaller projects with higher levels of matching funds are given higher priority.

Ceiling of Award Range: The regulation establishes no maximum level of enterprise type grant funding. However, smaller projects with higher levels of matching funds are given higher priority.

Term Requirement: The project should be budgeted to be completed within one (1) full year after it has been awarded.

Anticipated Award Date: September 30, 2016

Native American set-aside Funds:

For funds requested from Native American congressionally mandated funds, at least 75 percent of the project benefits must be received by members of a Federally Recognized Native American Tribe.

Funds will be awarded competitively through a national competition and is expected to be similar to FY 2015 at \$4 million. Last fiscal year, 28 projects were funded from the Native American set-aside with the average award being approximately \$166,000.

Non-set-aside Funds:

Approximate total funding for the State of Arizona is \$290,000. Approximate number of awards will be 5-7 grants, based on grant awards ranging from \$25,000 - \$60,000 last fiscal year.

The maximum size of an opportunity type grant will be limited to ten percent (10%) of the total allocation or \$29,000.

USDA Rural Business Development Grant

Application Toolkit

Instructions and Helpful Hints

We encourage applicants to include the RBDG Scope of Work Template with their application. The RBDG RLF Plan Template should also be completed when applying for a grant to establish a revolving loan fund.

We encourage all applicants to review the scoring criteria and develop your grant application in accordance with program regulations. By doing so, you will be able to maximize your score and have the most competitive application.

For additional information and the program regulation, please visit the RBDG program website at <http://www.rd.usda.gov/programs-services/rural-business-development-grants>.

For questions or technical assistance in completing the application, please contact Jeff Hays, Rural Development Coordinator, at (928) 759-9301, Extension 103 or at jeff.hays@az.usda.gov.

USDA Rural Business Development Grant

Application Toolkit

CHECKLIST

Before you submit your application, please be sure you have addressed all of the following elements.

Required forms

- Form SF-424, "Application for Federal Assistance" for all applications
 - Form SF-424A, "Budget Information-Non-Construction Programs"
 - Form SF-424B, "Assurances - Non-Construction Programs"

OR

- Form SF-424C, "Budget Information -Construction Programs"
- Form SF-424D, "Assurances - Construction Programs"
- Form AD-3030, "Representations Regarding Felony Conviction and Tax Delinquency Status for Corporate Applicants"

Section 1. Summary Information

- Legal name of applicant
- Requested Grant Amount
- DUNS Number (can obtain for free at <http://fedgov.dnb.com/webform>)
- SAM Registration CAGE Code and Expiration Date (<http://www.sam.gov>)
 - *Register as soon as possible as it can take a few weeks to obtain a CAGE Code

Section 2. Applicant Eligibility

- Applicant Type

Section 3. Project Eligibility

- Business Opportunity Project
 - Demonstration of Need
 - Economic Development Result
 - Local and Area Strategic Plans
 - Suggested Performance Criteria
- Business Enterprise Project
 - Demonstration of Need
 - Development or Financing of Small & Emerging Business
 - Suggested Performance Criteria

Section 4. Written Narrative

- Project Need
- Project Benefits
- Eligible Grant Purpose
- Area to be Served
- Coordination with Area Economic Development

USDA Rural Business Development Grant

Application Toolkit

CHECKLIST

Section 4. Written Narrative (continued)

- Goals to be Accomplished
- Jobs Created/Saved
- Applicants Expertise
- Method and Rationale to Select Service Recipients
- Work Plan and Budget

Appendices

- Appendix A – Organizational Documents
- Appendix B – Proposed Scope of Work
- Appendix C – Latest 3 Years Financial Information
- Appendix D – Supplemental Funds Verification
- Appendix E – Documentation of Experience
- Appendix F – Letters of Small Business Commitment

USDA Rural Business Development Grant

Application Toolkit

APPLICATION TEMPLATE

SECTION 1: SUMMARY INFORMATION

Legal Name of Applicant: _____

Requested Grant Amount: \$ _____

DUNS Number _____

SAM Registration CAGE Code: _____ Expiration Date: _____

SECTION 2: APPLICANT ELIGIBILITY

Applicant Type– Please Check One:

- Public Body/Government Entity
- Native American Tribe/Federally-recognized tribal group
- Nonprofit Entity

USDA Rural Business Development Grant

Application Toolkit

SECTION 3: PROJECT ELIGIBILITY

Application Type – Please Check One:

Enterprise Grant

Opportunity Grant

All Applicants:

- **Demonstration of Need:**

[Insert explanation as to why the proposed project is needed]

- **Suggested Performance Criteria:**

Suggest one or more relevant criterion to be used to evaluate the performance of the grant project during its operational phase post-award, as benchmarks to assess whether or not the primary goals and objectives proposed in the scope of work are accomplished during the project period. These criteria should relate to the overall project goal of financing and/or assisting small and emerging businesses or conducting business opportunity projects, with a resulting creation or saving of jobs.

[Insert Performance Evaluation Criteria]

Enterprise Grant Applicants Only:

- **Development or Financing of Small & Emerging Private Businesses**

[Describe how grant funds will be used to finance and/or develop Small and Emerging Businesses in Rural Areas; provide certifications from the Small and Emerging Businesses that will be served]

Opportunity Grant Applicants Only:

- **Economic Development Result**

[Describe the economic development that will occur as a result of the proposed project. Include demonstration of project sustainability]

- **Local and Area Strategic Plans**

[Describe how the project coincides with local or regional strategic plans]

USDA Rural Business Development Grant

Application Toolkit

SECTION 4: WRITTEN NARRATIVE

4.1 Project Need

[Insert explanation of why the project is needed]

4.2 Project Benefits

[Explain the benefits of the proposed project]

4.3 Eligible Grant Purpose

[Explain how the proposed project meets an eligible grant purpose]

4.4 Area to be Served

[Describe the area to be served, identifying each governmental unit (i.e. town, county, etc.) to be affected by the project]

4.5 Coordination with Area Economic Development Activities

[Description of how the project will coordinate Economic Development activities with other Economic Development Activities within the project area.]

4.6 Businesses to be Assisted and Economic Development to be Accomplished

[Describe businesses to be assisted (if appropriate) and Economic Development to be accomplished.]

4.7 Jobs Created/Saved

[Describe how the proposed project will create jobs or save existing jobs in the service area and provide an estimated number of jobs created and jobs saved. This is evidenced by letters from rural businesses that will be directly assisted by the project. Letters shall be attached as Appendix F.]

Number of jobs expected to be created _____ or saved _____

4.8 Applicant Expertise

[Insert description of applicant's capability and expertise in doing the work proposed. If consulting with others on tasks, include their applicable experience. Attach résumés and other supporting documentation of experience in Appendix E.]

4.9 Method and Rationale to Select Service Recipients

[Describe how the service area was selected and the businesses that will receive assistance. If the businesses haven't been selected, describe how they will be selected.]

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4.10 Work Plan Narrative

[Insert work plan narrative]

a. Project Budget Summary

Summarize the total project budget by task. Insert additional rows as needed.

Activity #	Task Name and Description	Start Date	End Date	RBDG Funds	Supplemental Funds	Total Project Costs
	TOTAL PROJECT			\$	\$	\$

b. Task Budget Format

Provide a budget table for **each task** that will be completed for **each main activity** listed above.

Add additional task tables as needed.

Task #1 Budget Categories	RBDG Funds	Supplemental Funds	Total Project Costs
Personnel			
Fringe Benefits			
Travel			
Supplies			
Contractual			
Total	\$	\$	\$

Provide explanation/clarification of the basis for the above budget figures:

[Insert task budget explanation]

Task #2 Budget Categories	RBDG Funds	Supplemental Funds	Total Project Costs
Personnel			
Fringe Benefits			
Travel			
Supplies			
Contractual			
Total	\$	\$	\$

Provide explanation/clarification of the basis for the above budget figures:

[Insert task budget explanation]

APPENDICES

USDA Rural Business Development Grant

Application Toolkit

APPENDIX A: Organizational Documents

Please attach evidence of Legal Authority and Good-standing.

Tip: The following describes the organization documents that must be presented regarding the RBDG applicant in the application. The organization document must show 1) the legal existence and 2) authority to perform the activities proposed in the application.

- **Public bodies/Governmental entities** (defined as Public Bodies include States, counties, cities, townships, and incorporated towns and villages, boroughs, authorities, districts, and education institutions organized under State and Federal laws, and Native American Tribes).
 - Evidence of legal organization (provide the relevant statute that created the entity)
 - Current list of governing body with terms of office
- **Native American Tribes and other Federally-recognized tribal groups**
 - Evidence that it is a Federally-recognized tribe or tribal group
 - Current list of governing body with terms of office
- **Non-profit entities**
 - Articles of incorporation, including any amendments
 - Bylaws, including any amendments
 - Certificate of Good Standing with the Arizona Corporation Commission
 - Current list of governing body with terms of office

USDA Rural Business Development Grant

Application Toolkit

APPENDIX B: Proposed Scope of Work

Please attach Proposed Scope of Work. There is a separate template to fill in for Scope of Work.

USDA Rural Business Development Grant

Application Toolkit

APPENDIX C: Supporting Financial Documentation

Please attach latest Three (3) years financial statements. This is required to show financial capacity to carry out the proposed work.

[Only for applicants less than three (3) years old: If the applicant is less than three (3) years old, at a minimum, the information should include all balance sheets, income statements and cash flow statements.]

USDA Rural Business Development Grant

Application Toolkit

APPENDIX D: Supplemental Funds Verification

Documentation verifying eligible supplemental funds are available and have been committed to the project must be included in your application to qualify for consideration under the applicable scoring criterion.

If there is not a firm commitment in writing of the other (supplemental) funding, it may not be considered for leveraging and scoring purposes. Where there is not sufficient documentation, the project must be feasible without those funds.

Examples of acceptable documentation include: a signed letter from the source of funds stating the amount of funds, when the funds will be provided, and what the funds can be used for; an executed grant agreement; and a signed resolution from your governing board authorizing the use of a specified amount of funds for the project (if funds will be contributed by the applicant organization).

USDA Rural Business Development Grant

Application Toolkit

APPENDIX E: Documentation of Experience

Please attach documentation of experience with proposed project activities.

Please provide a description of the grantee (applicant) experience and also provide résumés of those who will be completing the work of the grant.

If the person who will complete the work, in whole or in part, is a contractor, include the contractor's résumé AND either a fully-executed contract OR a written commitment showing the commitment to complete the contractor's responsibilities on the grant with a term sufficient to complete the work.

USDA Rural Business Development Grant

Application Toolkit

APPENDIX F: Letters of Small Business Commitment

Please attach letters from small businesses that will be assisted by the proposed project activities.

Written evidence of commitment by a small and emerging business must be provided to the Agency, and should include the number of jobs that will be supported and created. *Generic or duplicated letters are not acceptable, letters must address the specific business producing the letter, the connection to the project activities and further provide information relative to jobs to meet the scoring criteria.*

The Agency will award five (5) points for each letter up to 25 points.

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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: 3-15-2016

Date of Request: 3-10-2016

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):

Council's approval to hear a presentation in conjunction with the proclamation being read.

Purpose and Background Information (Detail of requested action).

10-15 presentation that accompanies the U.S. Submarine Veterans Inc. Birthday Proclamation scheduled for 4-5-2016 Village Council meeting.

Staff Recommendation(s): _____

Budgeted Amount: 0

List All Attachments: Town Council Presentation Request Form.

Type of Presentation: Verbal

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

Contact Person: Vice Mayor Doug Treadway

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.



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

Town Council Presentation Request Form

Requests to make a formal Town Council presentation must be approved by the Town Council as a whole at a council meeting. The request form is used to accompany a council member's Council Agenda Request Form (CARF) which would sponsor the presentation request. The Form must be submitted at least four weeks to the sponsoring council member prior to the requested Town Council meeting date. The CARF will be discussed at a council meeting for the Council to determine whether to approve the presentation request. 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.

Nature and Description of Presentation (Please note that this form does not apply to commendation and /or proclamation presentations, and individuals who wish to speak at the Comments from the public item on an agenda):

We have a short 10-15 minute presentation that accompanies the United States Submarine Veterans Inc. Birthday Proclamation that would be scheduled for the 5 April 2016 Town Council Meeting.

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.

I will be the only person to read the presentation, but there will be other Submariners present in the audience.

They will not be speaking - just attending.

No equipment will be required other than a microphone at the podium.

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

Name: John Dudas Phone: (928) 636-9004

Council Meeting Date Requested: 5 April 2016; alternate date: _____

Requested by:

Name: John P. Dudas Phone: (928) 636-9004

Address: 2480 W. Gambels Ridge DR. Chino Valley, AZ Email: john-dudas@cablone.net

86323-8917

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 sponsoring council member, 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 the council member (Town Council contact information can be found at www.dhaz.gov/contacts).

S:\FORMS1\Town Clerk\Presentation Form\council presentation request form-final and adopted.docx

For Town Clerk Office Use Only:

Date requested received <u>3/8/16</u>	Sponsoring Council Member _____
Approved by Council at _____ meeting (Mayor Initial _____)	
Not Approved _____	Applicant Notified and Notes: _____