

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

**Tuesday, June 6, 2017, 6:30 P.M.**

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

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

## **AGENDA**

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

**1. Call To Order.**

**2. Opening Ceremonies.**

**2.1. Pledge of Allegiance.**

**2.2. Invocation.**

**3. Roll Call.** Town Council Members Jack Hamilton, John Hughes, Amy Timmons, Doug Treadway, Victoria Wendt; Vice Mayor Mark McBrady; 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.

**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.

**5.1. Public Safety Quarterly Reports – 1<sup>st</sup> Quarter 2017.**

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

**5.1.2. Central Arizona Fire & Medical Authority report presented by Rick Chase.** Topics for possible discussion include: calls responded; outreach programs and services,

construction permitting.

**5.1.3. Magistrate Court report presented by Judge Catherine Kelley.** Topics for possible discussion include: citations, procedures, services. (Judge Kelley reported no significant matters to report.

**5.2. Firewise Board Activities Report and request for Council direction on notifying the residents of upcoming events.** Report given by Vickie Wendt.

Page **6. Consent Agenda.**

9 **6.1. Minutes.** Minutes from the April 4, 2017 Regular Council Meeting, April 11, 2017 Special Meeting, and April 18, 2018 Regular Council 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. Individuals may address the Council on any issue within its jurisdiction. At the conclusion of Comments from the Public, Council members may respond to criticism made by those who have addressed the public body, may ask Town staff to review a matter, or may ask that a matter be put on a future agenda; however, Council members are forbidden by law from discussing or taking legal action on matters raised during the Comments from the Public unless the matters are properly noticed for discussion and legal action. A **3** minute per speaker limit may be imposed. The audience is asked to please be courteous and silent while others are speaking.

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

41 **8.1. Presentation on the Town’s new website and possible direction for going live.**

43 **8.2. Town Code Section 31.17 Appointments for Boards, Committees and Commission. Removing Background Check, modifying interview wording and discussion of application submittal deadline options.**

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

51 **9.1. Council adoption of the Fiscal Year 2017-2018 Tentative Budget.**

53 **9.2. To have council appoint Ms. Wendt as official council liaison to the Firewise Board.**  
[CAARF requested by Mayor Nolan]

**10. Public Hearing Agenda.**

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

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**11. Adjourn.**

**For Your Information:**

Next Town Council Meeting: Tuesday, June 20, 2017, at 6:30 p.m.

Next Planning & Zoning Meeting: Thursday, June 8, 2017, at 6:00 p.m.

Next Town Council Work Session: Tuesday, June 13, 2017, at 6:30 p.m. NOTE: Special time.

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

**Certification of Posting**

The undersigned hereby certifies that a copy of the attached notice was duly posted at the following locations: Dewey-Humboldt Town Hall, 2735 South Highway 69, Humboldt, Arizona, Chevron Station, 2735 South Highway 69, Humboldt, Arizona, Blue Ridge Market, Highway 69 and Kachina Drive, Dewey, Arizona, on the \_\_\_\_ day of \_\_\_\_\_, 2017, at \_\_\_\_ p.m. in accordance with the statement filed by the Town of Dewey-Humboldt with the Town Clerk, Town of Dewey-Humboldt.

By: \_\_\_\_\_, Town Clerk's Office.

Persons with a disability may request reasonable accommodations by contacting the Town Hall at 632-7362 at least 24 hours in advance of the meeting.

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Dewey/Humboldt Town Council  
Mtg.  
June 6, 2017

1st Quarter Report  
January-March 2017  
Central Arizona Fire and Medical



**CENTRAL ARIZONA**  
**FIRE**

Land Area:	248 sq. miles
Population:	86,865
Fire Stations:	10 staffed stations

## EMS RESPONSES

Ex: Medical, MVA, Rescue, Search for Lost Person, Water Rescue, Electrical Rescue

	<u>Throughout District</u>
Jan: 22	658
Feb: 29	563
<u>March: 26</u>	<u>642</u>
Total: 77	1,863

## FIRE RESPONSES

\* Ex: Structure, Wildland, Vehicle

	<u>Throughout District</u>
Jan: 0	11
Feb: 0	5
<u>March: 1 (Str Blue Hills)</u>	<u>13</u>
Total: 1	29

## PUBLIC SERVICE DISPATCHES

\* Ex: lock out, water problem, bee/snake call, unauthorized burning, police assist, other type of help

		<u>Throughout District</u>
Jan:	10	157
Feb:	4	125
<u>March:</u>	<u>2</u>	<u>145</u>
Total:	20	427

## HAZARDOUS COND. RESPONSES

\* Ex: comb./flam. spill, chemical or biological hazard, illegal burning

		<u>Throughout District</u>
Jan:	0	8
Feb:	0	6
<u>March:</u>	<u>1</u>	<u>11</u>
Total:	1	25

## GOOD INTENT RESPONSES

\* Ex: cancelled enroute, animal rescue, controlled burning, vicinity (smoke/fire) alarm, false alarm

### Throughout District

Jan:	6	139
Feb:	1	96
<u>March:</u>	<u>4</u>	<u>133</u>
Total:	10	368

## TOTAL DISPATCHES

### Throughout District

Jan:	38	973
Feb:	34	795
<u>March:</u>	<u>34</u>	<u>944</u>
Total:	106	2,712

**TOWN OF DEWEY-HUMBOLDT  
TOWN COUNCIL  
REGULAR MEETING MINUTES  
MARCH 21, 2017, 6:30 P.M.**

**A STUDY SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, APRIL 4, 2017, 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 6:30 p.m.
2. **Opening Ceremonies.**
  - 2.1. **Pledge of Allegiance.** Done.
  - 2.2. **Invocation.** Given by Councilmember Amy Timmons.
3. **Roll Call.** Town Council Members Jack Hamilton, John Hughes, Amy Timmons, Doug Treadway, Victoria Wendt; Vice Mayor Mark McBrady (absent at roll call-arrived at 6:35 p.m.); 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.

**4.1. Mayer Area Meals on Wheels second bi-annual presentation.**

Virginia Tallent was present and spoke on behalf of Mayer Area Meals on Wheels (MAMOW), giving a report on the program through the third quarter. They are “up in meals served” this year and are now using paid drivers out of Mayer.

Vice Mayor McBrady arrived at 6:35 p.m.

Ms. Tallent continued to talk about additional costs for the program due to paid drivers and increase in minimum wage in the state; fundraising efforts, concern for change in federal funding; need for volunteers to help with the program; asking for continued support from Dewey-Humboldt.

Council asked questions, which were answered by Ms. Tallent. Councilmember Hamilton recommended MAMOW submit a request to Council for funding to be considered in the budget.

**4.2. Environmental Protection Agency (EPA) Update on general work on the superfund site and residential cleanup.**

EPA Project Manager for Iron King Mine and Smelter Superfund site, Jeff Dhont was present to give the update. They have obtained funding and authorization to do residential soils cleanup. He introduced himself, and Heather Parker along with 2 new people, Marty Powell and Chris Weden; the staff in charge of the cleanup. Also present were Isabel Rodriguez and Karen Harker from ADEQ.

The newest EPA Factsheet just went out to Dewey-Humboldt residents. There is a public meeting tomorrow at Humboldt Elementary School Gym, with a presentation on this latest step.

He gave the history of the sites: WWI era operation for mine and smelter. He showed pictures of the areas included in the Superfund sites. Samples were taken through the area and residential investigations done. 580 yards were tested with 6200 samples collected. He reviewed how lead and arsenic can be in residential yard soils. Some quarries are selling soils with elevated arsenic levels. Conclusions: most yards do not pose

health risk; only about 30 yards need cleanup. Lead is the driving contaminate, cleaning up lead gets the arsenic too. Removal process: investigate, feasibility study, public input to decide, clean up. They will follow this process for non-residential cleanup. If less complex or urgent then they do a removal process, which they are doing for the residential clean-ups. They scan the samples to assess the risks. How they picked cleanup levels: 546 no cleanup; 24 yards are priority with 1 EPC above 800, 2nd priority 6 yards at 400-800 EPC, 4 yards group 3 below 400 but adjacent to groups 1 and 2.

Cleanup along SweetPea Lane already done previously. Pockets in town where things were placed are showing high levels. High levels along old railway bed. Removal entails: negotiate access agreements (to the property) and property plans. Preparation - removal of certain things in yard, excavation and removal of top 1 foot of soil. Backfilled with clean soil and compacted for residential; and restoration of features that had been removed. They don't remove soil deeper than 1 foot. Removed soils will go on back end of main tailings at Superfund site, placed to keep dust down. 2012 soil is growing grass. North American Industries has allowed the placement of soil on their property.

Clean-up is not mandatory, owners can choose, but if refusing it stays there. No payment, funded by removal fund, no relocation necessary. EPA will coordinate with owners. Dust noise and disruption will be unavoidable but will work with them within reason. Dust suppression used. Dust could be seen by vehicle travel on road to the mine. It will take anywhere from a few days to 2 weeks. The order of remediation is not determined as yet. He gave a general timeline for the process: April - community meetings and command post, April through May - backfill material identified. April through June - meet with owners, May to October soil removal action. Feasibility plan action is going on currently. Clean-up options will be given to council through the end of this year. Updates July and October, on a quarterly basis. Can work in additional meetings if concerns and requesting it.

Councilmember Treadway asked for the bigger picture of when clean-up may begin on the smelter and mine sites. Jeff Dhont responded he is uncertain as it is tied into federal funding. There are certain parties liable for the contamination (by law). A few parties they can assert liability on the mine but weaker for smelter. Might need to negotiate with these parties on portions of work to be done by parties and agency. With the Feasibility Study, public comment, record of decision concluding possibly in early 2019, but they would need the money to carry it out too. He estimated it could be around 2020-2022.

Councilmember Treadway asked how it might affect the project and timeline estimate if parties are contesting the responsibility.

Jeff Dhont explained it would lengthen the time, with administrative settlements to negotiate (money/work, etc.), or it could go to litigation. It is complicated with two different sources with different histories.

Mayor Nolan asked for clarification if he was saying the clean-up wouldn't be done until 2022.

Mr. Dhont explained the tailings have stability and drainage issues, and remediation is not as simple as just capping; there are concerns with water infiltration. They are not sure how they will carve up the work.

Mayor Nolan spoke on starting with the contamination closest to the highway.

Mr. Dhont spoke on land grade issues, and dam options for the smelter to avoid scouring; creating a repository on top of the tailings; could be considered for redevelopment or park options once cleaned up.

Mayor Nolan asked how long the EPA has been looking at this.

Mr. Dhont explained they started in 2008 with everything; feasibility study concluded the end of last year; now in that phase of moving forward. He explained the process follows in a priority order, funding the worst places to clean those up first. If funding is sufficient then they move on to the lower contamination properties.

Councilmember Hamilton spoke on one of the properties having used Ironite product in the past and now it is high in arsenic.

Vice Mayor McBrady asked how much money has been spent on this project since it started. Mr. Dhont estimated around \$4-5 million.

Mayor Nolan asked about where fill dirt would be obtained to use for remediating the contaminated properties. Mr. Dhont explained there is a need for fill that could be used for the non-residential clean-up.

Mayor Nolan spoke on the tailings at dam with nothing between dam and big tailing pile. Mr. Dhont spoke on the movement of the contamination, reviewing the map, which showed where tailings travelled from. In fast moving water tailings keep moving but when it slows and spreads out it sets down.

Mayor Nolan asked if they want to cover the lower part up to the dam. Mr. Dhont spoke on options: #1- excavate the tailings before the dam, building a channel within the channel to keep water flowing to avoid erosion of the dam. It is an engineering problem they are working on.

Councilmember Treadway asked how many cubic yards of soil is being moved in the residential clean-up. Mr. Dhont explained that Marty Powell can provide that answer at tomorrow's community presentation, but it is approximately three times the work done in the 2012 remediation of residential properties.

Public comment was taken.

Troy O'Dell spoke on it being a private decision to be moved into the superfund site. He wants it recorded, "the clean sites are not part of the superfund site".

Jeff Dhont stated it is a common issue for property issues in superfund sites. Outside parties react poorly with superfund wording. Superfund site is only where the contamination is located. Mayor Nolan asked if this [Superfund] information is entered on property titles. Troy O'Dell interjected it is listed on his title and also full disclosure is necessary. Scattered sites have been dug up due to development and septic systems. None of this area is what it was in the early 1900s. Sites historically have been remediated by people doing work on their yards. High arsenic is prevalent in this whole area.

Mr. Dhont spoke on high arsenic in the area generally. Clean-up starts at levels of 400, where background is about 35. Aware of much of the changes done in the area due to development. EPA does not go to the County to put anything on a deed about a superfund site, and the County shouldn't be doing that either. There is no magic boundary and it is too complicated to explain or determine areas. Where problem is, it is cleaned and what isn't a problem isn't part of the site. There may be more they (EPA) can do to help them understand. It is a problem elsewhere too.

Vice Mayor McBrady suggested a letter from EPA stating the property is considered clean so the property owner can file it for their property (title). Mr. Dhont stated he has done some of that but it is difficult as third parties misinterpret, and there are no resources to

write those letters for each property. Relative to the superfund problem there is no problem identified on these properties.

Councilmember Timmons asked if cleaned up properties will have a letter stating it has been cleaned up, and if those properties tested could have received a letter.

Mr. Dhont explained data given and graphics to show where they fell in the contamination problem. They are not certifying what is clean, but cleaning up. They can provide the color coded map that shows where green then no problems was found.

Councilmember Wendt suggested they could direct a letter to the County to indicate the properties that are clean. Jeff Dhont said he will look into this.

Vice Mayor McBrady asked what the next step is; if it is clean up the properties.

Jeff Dhont stated they are cleaning up 35 properties. Then they will turn to non-residential properties to focus on their clean-up process.

Public comment was taken.

Dennis Repan stated he was surprised how many sites in Arizona are on the Superfund EPA list for years, and asked how to get taken off that list.

Mr. Dhont stated it was a complicated question – a site can be delisted if all contamination is removed/remediated. Ground water sites can take a while to delist, and they still need to come out to check it every 5 years. Full delisting takes time. He spoke on the completed process being finalized, but it doesn't just go away, it can only be considered remediated.

Mayor Nolan asked what happens if the President [of the United States] dissolves the EPA. Mr. Dhont explains it is under statute that it is a superfund site.

Councilmember Timmons asked if residential sites will still be included in the superfund sites. Mr. Dhont explained EPA doesn't declare things about the site. They can say that certain actions have been taken on residential properties so effectively it is not part of the site. They could document those actions were taken on those properties identified with high lead/arsenic, removing the red marks of contamination from the map.

Mayor Nolan asked if the clean-up will take until September. Mr. Dhont explained that was his best guess estimate, but there are things that could slow them down.

Mayor Nolan asked if people are working on what to do with the tailings.

Mr. Dhont explained that yes, they are working on the feasibility study. He spoke on there being 9 criteria (things they consider) for options. Now assembling alternatives for each of the areas, screen them, moving materials, etc. Then will obtain Council and Public participation during this process.

Martin Powell (EPA) responded to CM Treadway's question about the volume of soil being excavated; it is approximately 30,000 CY. He spoke on the problem with obtaining clean materials in the area. They sample materials before being used for backfill. Soil providers in the area are unwilling to set aside enough soil to be cleared, then they don't have it available to use, therefore they use options further away. Will be working onsite in a work trailer on Northern Arizona Industries (NAI) property and Council can stop in. CM Hughes thanked him for his response.

Mayor Nolan asked ADEQ what they are working on. Karen Harker spoke on reviewing all the documents that come out of EPA to meet state needs and regulations. Mayor Nolan asked if EPA is meeting state regulations, then why isn't the state handling this. Ms. Harker

stated she was not sure how all that came about since it was established before she started. The complexity of the site made it a superfund site.

Mayor Nolan spoke on moving soil from Phoenix that is contaminated with TCP. Ms. Harker and Mr. Dhont both explained it is tested and not contaminated.

CM Treadway stated the biggest reason the State didn't take the Superfund site on is they don't have the financials for this site. Mr. Dhont explained the State has input on whether to list as a superfund site. State handles other sites that are not federally covered. If large and expensive then it may kick it to the federal Superfund. Mayor Nolan stated the State's governor did request EPA to come in and do this, which caused a lot of problems and headaches for people in this community.

Public comment was taken.

Dennis Repan spoke on the economic viability of this community, now that it has been branded as a superfund site, and asked how to get past that label for economic viability.

Jeff Dhont explained it was not a unique problem. He will take a look at what they can do, once the residential contamination gets remediated. He spoke on the mining areas being dangerous as they include toxic tailings washing into water, and due to the danger it takes more time. Mayor Nolan stated he heard previously it was a different contaminate. Mr. Dhont explained they found arsenic in tailings but it is not as bio-available as originally thought. They are finding out lead and arsenic are very toxic, especially to children.

Brian Beck, Technical assistant to the Technical Assistance Grant (TAG) Program, spoke on there being 30 sites to be cleaned-up. If property owners do not want their properties to be cleaned up then they assume the liability. A notice of this will be added to their property. They had to take documentation to the County and forced the Assessor to read the map (RI) it is published. They may have to go to the Board of Supervisors to notice the properties are clean. Mayor Nolan asked why the TAG group can't handle this. Mr. Beck spoke on his experience on delisting many other properties in Arizona. He explained the Town needs to take them to the Assessor's office to clear up the liability about the superfund site. Five maps that are key in this process. He is available to help on this. CM Hughes stated they will move forward with the delisting process with those maps. Mr. Beck stated he has a copy for them too if they need it. Mr. Dhont explained Ms. Kimball has the e-file of maps. With the weight of the Town behind it, it carries more weight.

Mayor Nolan spoke on his property being in the superfund site and his taxes going up.

Troy O'Dell asked about those properties that refuse cleanup if they would be told about their liability to refuse that cleanup.

Dennis Repan asked if those properties that Mr. Beck spoke of were completely delisted. Mr. Beck stated, "all but one". Councilmember Hamilton wants the council supporting the Mayor in full agreement to delist the properties that are considered clean. CM Treadway agreed. CM Wendt suggested staff create a PowerPoint for the Mayor to take to the County.

Public comment was taken.

Leigh Cluff spoke on the Mayor representing the Town and appreciating his desire to speak to the County on this matter.

Town Manager Kimball proposed she get together with Mr. Beck for details and answers. Include EPA representative as well if needed, and bring back to council for endorsement, signed letter, etc.

Mr. Dhont spoke on helping the Town through the process, suggesting EPA can offer some of that data and terminology. He spoke on the misunderstanding of how the delisting process works. They could call a meeting in Council chambers and invite the County for that presentation. TM Kimball suggested to the Council, as elected officials they might want to contact County officials they have relationship with.

#### **4.3. Fair Housing 2017 Proclamation.**

Mayor Nolan read the Fair Housing Proclamation declaring April Fair Housing Month in Dewey-Humboldt.

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.

None.

6. **Consent Agenda**. None.

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

Dennis Repan spoke on a severe accident that occurred on Highway 169 recently, stating it is a dangerous corridor and asked Council to look at it during the budget season to expedite the problem in the area.

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.

None.

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

- 9.1. Intergovernmental Agreement with Yavapai County Sheriff's Office.** Possible acceptance, rejection or modification.

Town Manager Kimball gave an overview explaining this is an annual event Intergovernmental Agreement. There was prior discussion with YCSO on the IGA increase. She negotiated with YCSO representatives and was able to reduce the increase (total service fee is \$415,912) and the Town Attorney has reviewed it. Staff is recommending acceptance.

Councilmember Hamilton spoke on the Town not having a choice in the increase of the IGA as they need police services and there are no other alternatives. They can look at getting information at a future meeting about their own police force.

CM Hamilton made a motion to approve this IGA with YCSO, as presented, seconded by CM Hughes.

VM McBrady spoke in support of the Town Manager efforts in negotiating a reduced increase of the IGA. The original proposal was a significantly higher increase, and thanked her for her success in doing so.

CM Timmons spoke on her desire to put two officers in every car and the service is worth more than what the town is able to pay. CM Treadway concurred and thanked Lt. Raiss. CM Hughes thanked them as well. Mayor Nolan asked Lt. Raiss to let the deputies know of the Council's appreciation of their work.

A vote was taken on the motion to approve the YCSO IGA, as presented, and it was approved unanimously.

**9.2. Ordinance 17-134 repealing Town Code Title III, Chapter 35, Code of Ethics and Conduct.** [As directed by Council at the March 21st meeting]

Councilmember Treadway spoke on the existing Ethics Code and not seeing anything in it that targets one member of Council over another. He spoke on having procedures in place to deal with elected officials who may operate outside of the parameters and to have a way to hold them accountable for their actions. Other Ethical violation options are very time- and cost-intensive.

CM Wendt disagreed with CM Treadway, stating many towns have no code of ethics.

CM Timmons asked how many Ethics Violation cases the Town has had.

CM Hamilton spoke on the importance of having an ethics code and having a tool for the public to hold town officials accountable and establishing the process if a violation is determined and their consequences. He questioned the council's reasons for repealing the code of ethics, "is it the best for the Town or best for you and your friends".

Mayor Nolan asked for a copy of that for the record.

Public comment was taken.

Judy Morgan, Town Clerk, stated a letter was submitted to her office to be read to council. She read the following letter from Nancy Wright to the Council:

"Though I did not attend your retreat it is my understanding that one of the topics was developing trust. I would assume this is trust not only between Council Members but also with the public. Many on this Town Council say they do not need an ethics code. The implication is that the previous Council did need one but not the current council.

At the top of every agenda it says: "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." At the last meeting, neither the Mayor nor any Council Member requested that the clapping stop. Rather most of you seemed to appreciate it. How ethical is this? Is clapping only allowed for those who agree with you? Would you have felt the same way if you had been booed?

In order to allow diverse views the previous Councils made an effort to enforce this policy. Perhaps this Council thinks it is ethical to allow attendees to clap, try to intimidate you and others, and speak while the council is speaking so that others in the audience have a hard time hearing the proceedings. To me it shows a lack of common courtesy and is impolite, disrespectful and unethical!

All council members have stated that they wanted to hear from the community. Do those who attend the council meeting have the only legitimate view of how things should be done? Are you saying you can't learn anything from other points of view? Wouldn't it

serve the community better to seek to have diverse opinions and open civil discussions? Wouldn't the free and open expression of various views be a good way to build trust in the community? I think it would.

Respectfully submitted, Nancy Wright"

Councilmember Wendt made a motion to approve Ordinance 17-134 repealing Town Code Title III, Chapter 35, Code of Ethics and Conduct; seconded by CM Timmons.

More public comment was taken.

Dennis Repan spoke on working on the ethics code and not taking away the public's tool to hold the Council ethically responsible.

Leigh Cluff stated the constituents and god will hold council accountable and all the council have integrity. She commented they voted in their friends who agree with what they believe in.

Councilmember Timmons explained she knew only one of these people when running for council and those people put in these positions will look at things with a fresh eye. She thought council will hold themselves accountable to a higher authority.

Vice Mayor McBrady stated the code of ethics typically deals with criminal acts, but the Town's code was to control and speak on who and why you can talk to on council. Much of the code was unconstitutional and removed by the attorney. He recommended starting with a clean slate by removing Chapter 35 in its entirety.

A vote was taken and the motion passed by a 5-2 vote in favor, Councilmembers Hamilton and Treadway voting against.

**9.3. Council approval to allow Firewise Board representative, Bob Baker, to make a presentation requesting Council's letter of support to initiate a potential partnership with the BLM regarding a connection right-of-way on the BLM land to provide a possible emergency access for the Blue Hills area. [CAARF requested from CM Wendt]**

Councilmember Wendt gave an overview on her requested agenda item. She proposed Council approve hearing a presentation with Firewise Board representative, Robert Baker about initiating a partnership with the Bureau of Land Management (BLM) to connect the south portion of Blue Hills with Prescott Dells Ranch Rd. This would be done initially through a letter to BLM. Mr. Baker's presentation is regarding Emergency Ingress/Egress into the Blue Hills area and asking council for a support letter along with other agencies' letters (YCEM, Forestry, State Forestry and other supportive agency for Firewise board in the Foothills and Blue Hills area).

CM Timmons asked whether BLM representatives would be invited to this presentation.

CM Wendt further along, recommended they could invite Denny Faulk (Yavapai County Emergency Management); Supervisor Tom Thurman, Jake Guadiana (Firewise person of the Year for Southwest region).

Councilmember Hamilton spoke on first needing a policy concerning public roads between two private roads. CM Wendt spoke on only requesting the right-of-way connection to allow for emergency ingress/egress, not a full-time public road. CM Treadway spoke in support of hearing the presentation and appreciated CM Hamilton's points to consider.

CM Wendt explained this a two part request: presentation and send a letter of request.

There was discussion of how to handle an evacuation road access, who, when, how to allow access across it.

Councilmember Wendt made a motion to approve the presentation by Bob Baker, Firewise Board representative, seconded by CM Treadway.

Public comment was taken.

Leigh Cluff spoke on volunteers stopping people from coming back up the roads in an evacuation situation.

The motion was approved unanimously.

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

**11. Adjourn.** The meeting adjourned at 9:07 p.m.

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Terry Nolan, Mayor

ATTEST:

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Judy Morgan, Town Clerk

**TOWN OF DEWEY-HUMBOLDT**  
**TOWN COUNCIL**  
**SPECIAL MEETING MINUTES**  
**APRIL 11, 2017, 2:00 P.M.**

**A STUDY SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, APRIL 11, 2017, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.**

1. **Call To Order.** Mayor Nolan called the meeting to order at 2:02 p.m.
2. **Roll Call.** Town Council Members Jack Hamilton, Amy Timmons, Doug Treadway, Victoria Wendt; Vice Mayor Mark McBrady; and Mayor Terry Nolan were present. Council Member John Hughes was absent.
3. **Special Session: Review of some preliminary budgetary priorities.** No legal action to be taken.

**3.1. Town Hall: Past, Current and Future Considerations.**

Town Manager Kimball gave an overview of this agenda item to bring Town Council up to date on the history of the Town Hall facility. The current building lease is due for renewal in December. The Sheriff's substation is a separate lease. The current lease cost is \$49,000 per year for the Town Hall and Sheriff Substation. The Library is a lease, as well, with an approximate annual cost of \$12,000. There was a facility space study done in 2014 (included in the packet). The Council reaction to this study was that it provided too much space and was too costly for Dewey-Humboldt. The Town accepted the donation of a vacant lot (approx.  $\frac{3}{4}$  acre) on Main Street for general municipal purpose. Building Official, Don Roberts, was present and gave an overview of a preliminary sketch he drafted for a possible Town Hall building for that site. The building he proposed is less than 5,000 square feet, negating the need for sprinklers in the building. The Sherriff's Office and the Municipal Court Offices are included in this floor plan. A steel building contractor estimated the cost at \$37 per square foot with \$140,000 estimated for the building structure and foundation ready for tenant improvements on the interior. He also made considerations for the Library building being near the structure, plenty of parking on site with additional parking across the street next to the museum. The cost would vary depending on walls or cubicles, furnishings, etc... The original cost of the facility study building was around \$1.6M, he feels his proposal would come in at approximately \$700-800K complete, with tenant improvements. He received recommendations for cubicles to save money with some hard walls, and a future solar system. He checked with EPA and they recommended taking down 2 feet with new soil, resulting in approximately \$25K to build up the pad and soil improvement on the lot. It would be necessary to increase the water main size for water source. The floor plan provides 4800 square feet and meets ADA requirements. This is a metal building and the exterior can be designed for a better look with color and façade options. This is a five-star energy building.

Councilmember Treadway asked for confirmation of the total estimate. Official Roberts feels it could come in under his estimate of \$700-800K. He figured high. Councilmember Treadway spoke of the options to be considered, buying, building or leasing.

Official Roberts explained there is an option to expand 1000 extra square feet for the library. He does not have a quote for the leach field and septic tank which could be located on one side.

Councilmember Timmons asked how many parking spaces would be provided. Official Roberts counted 14 and the extra parking available in the back. Councilmember Timmons inquired why the Town wouldn't want sprinklers. Official Roberts explained the expense of the sprinkler requirements and also discussed the insulation of the building assisting in heating/cooling efficiency. Councilmember Timmons asked if the exterior upgrades were included in the price, as well as the leach field, septic, heating and cooling. Official Roberts confirmed that the only item not included in the price was the leach line and septic. He is investigating a solar heating/cooling exchange unit which provides a backup system for overcast days. This would provide a considerable cost savings. Councilmember Timmons inquired again about parking, that it did not look like enough. Official Roberts confirmed it is about the same parking available at the current Town Hall.

Councilmember Wendt confirmed with Official Roberts that the \$700-800K cost included all improvements to the interior. Official Roberts again cited that the cost could come in less depending on finishes.

Councilmember Wendt asked Town Manager Kimball where the funding comes from for this building. Town Manager Kimball explained the options: 1.) Pay cash from the Town's two million dollar reserve; 2.) Borrow on municipal bonds after making a down payment. Councilmember Wendt asked if this money is from the same fund used for roads. Town Manager Kimball explained that the roads are paid for from HURF funds, however, the general fund reserve can be used for roads. Councilmember Wendt cited how far behind the Town is on the road issue. She inquired if other options such as downtown buildings, or the purchase of the current Town Hall strip have been considered. She hesitates putting the Town in debt, so she worries about pulling from the general funds considering the future of the roads, bridges, and culverts, etc.

Councilmember Hamilton did some research on metal buildings and came up with the same figure of \$37 per square foot and \$125 per square foot for the interior finish. He questions the size and feels it could be reduced to 3000 square feet. He feels that a 4000 square feet building would work and could be achieved for \$500,000. He spoke on utility options. His final figure was closer to \$750,000. Councilmember Hamilton spoke of Councilmember Wendt's concern regarding the money and the roads, summarizing that with roads you never get your money back. With this building you get your money back in rent. The advantage of constructing a building is that it is specifically for Town Hall purposes, not having to modify everything like you do for other buildings. One of the steel building companies will design the building interior for you, eliminating architectural costs. He feels the current building is too small. You need to either buy or build and he prefers to build to suit the needs of the Town. He prefers a 4000 square foot building on a 15-year payback.

Councilmember Timmons inquired how big the current building is and was told 2600 square feet. She prefers not to have her Town Hall a steel building. She does not see that there is enough parking at the proposed site. She also does not believe you can fit all that was described in that little space. Could there be consideration to look at another place to purchase or build?

Councilmember Treadway thinks it could be done. It would be easy to make a decision, if they knew the future. There are pros and cons with all three. There are not too many places for sale in the area that would accommodate the plans.

Mayor Nolan offered to sell his 15 acre parcel to the Town. Mayor Nolan did not think the proposed plan was big enough.

Councilmember Timmons inquired about storage space. Official Roberts spoke of storage space in the back.

Town Manager Kimball spoke of Town Council having the decision regarding the space. Council can tear apart the proposed plan. TM Kimball spoke of staffing only increasing by way of Public Works. She did not feel the need for an employee conference/break room. Tool storage is provided at the Public Works yard on Third Street.

Councilmember Hamilton spoke of the lot being a little on the small side but if you take the Library out of that location, you have ample parking. There is a 50-foot lot on the west side that could possibly be acquired in the future.

There was Council discussion regarding future plans for the Library and the Community Center and the upcoming lease on that building, as well.

Councilmember Timmons said if they are going to do it at some point, she would rather do it, plan on it now, build for it now, and do it right. She does not think a steel building with used furniture is the way to go for a Town Hall.

Councilmember Hamilton said you can't tell a steel building from a regular building. He spoke of the Council having looked at property along Highway 69 and it being very expensive. One of the reasons to build on the lot is to help develop the Downtown area and allow new businesses to come into the current building, adding to the tax base. He spoke of the return on investment being a positive aspect.

Councilmember Treadway agrees with Councilmember Timmons that now is the time to make a plan and proceed with serious thought on this subject. Check on the financing options.

Councilmember Hamilton would like to move forward on the design phase but recommends doing away with the Library on that lot, keep it strictly a Town Hall. Would like to see different floor plans with different structure shapes. Come up with three plans and have an architect check it out.

Building Official Roberts spoke of using the steel building company to design architecturally to save substantial money. He spoke of viewing online steel models and not being able to tell the difference between steel and traditional.

Councilmember Wendt inquired about building up, going two stories. Official Roberts explained the complications and cost involved with that and why he stayed away from that concept. Councilmember Wendt inquired about the parking issue. Official Roberts usually figures normal-sized parking spots, takes into consideration some handicapped spots. He spoke of going with the steel building over site-built due to cost savings. Councilmember Wendt reiterated her concerns with the size of the lot and the proposed plans. Councilmember Wendt spoke of her experience in the corporate world and the needs to accommodate the Town Staff. She feels this should progress slowly to be sure that the costs are accurate. She wants to avoid expense such as what was spent in the past for the architecture feasibility study.

Building Official Roberts noted that he would be glad to receive input from Council and provide further drawings.

Councilmember Wendt spoke of single level, possibly slightly raised double level for storage upstairs. Official Roberts spoke of the downside of a second level.

Mayor Nolan asked what size storage building is currently rented. Town Manager Kimball spoke of one storage unit, not a large one.

There was further Council discussion regarding the pros and cons of adding a second level to the building, ADA requirements, and costs, as well as the need to provide for storage.

Town Manager Kimball indicated she was not clear if there was Council consensus to do more work on the building concept.

Mayor Nolan is not in favor it, noting that it could be considered later when there is growth. The concept was to include all this, the Library, Sheriff Office, Court and everything else in one location.

Councilmember Hamilton disagreed with Mayor. He does not feel there is enough space currently. Interest rates will go up and things will get more expensive. He encouraged other Councilmembers to turn plans into the Building Official and have the Town Manager check into financing feasibility. The Town was fortunate to have this land donated to the Town and it is a great savings moving forward with this plan. He would like to go forward on research of this additional information without incurring additional cost.

Councilmember Timmons asked when the current lease is up. She was informed the lease would be up in December. She stated that the more important thing at this point is the budget. Why make plans and go back to the drawing board, when this time could be spent on budget stuff.

Councilmember Hamilton spoke that the proposed Town Hall does involve the budget. Money needs to be put in the budget as a capital improvement. It doesn't mean you have to spend it, but it needs to be in the budget as a capital improvement, in case they decide to proceed. This is a project that has potential for the Town. Councilmember Timmons interrupted Councilmember Hamilton asking, "so that's the hurry in...?" Mayor Nolan interjected and formally called on Councilmember Timmons to speak, she apologized, Mayor told her to continue. Councilmember Timmons said all she asked was "why are we pushing this as opposed to working on our budget. But he wants to get this into this year's budget". Councilmember Hamilton clarified that Councilmember Timmons misunderstood his comment. In order to go forward you have to have money in the budget or you have to wait until the next year. If it doesn't move forward, it doesn't get spent, but you have to have it in the budget to spend. Councilmember Timmons then inquired what if the Council plans for the future and sets aside so many thousands this year, so many thousands next year, and so many thousands in five years, and then go from there. That gives time to plan, see what the economy is, see if growth is needed, maybe the Town Manager needs an assistant, that type of stuff. Town Manager Kimball clarified that she did not say she needed an assistant manager.

Councilmember Wendt asked how long it would take to build the proposed structure. Building Official Roberts replied six to eight months, if he does it. Councilmember Wendt spoke of understanding Councilmember Hamilton's viewpoint. Her concern is that the Council hasn't shown that they are doing anything for the residents yet, nothing for the roads, nothing to assist the residents and the infrastructure is the biggest thing. She would like to explore a two-story with second floor storage and that they need to look at the future. She is not disagreeing with Councilmember Hamilton, but does feel something has to be done for the residents regarding infrastructure.

Councilmember Hamilton spoke again on return of investment. The longer you wait, the more it will cost. It keeps getting putting off and what is now \$750K would be a million dollars in four years. The roads... no return on investment. They are a money pit, the more roads you take in, the bigger the money pit. The maintenance is the real cost and you are not getting the funds to cover this and it will have to come from the General Fund.

Councilmember Timmons spoke hypothetically of the whole economy taking a dive in the next five to ten years, people moving out of Dewey-Humboldt like crazy, and why would you need a bigger Town Hall anyway. She does not see waiting and doing their homework being a bad thing. She thinks the roads themselves have been put to a really high standard and this could be reevaluated. With a more positive outlook for the whole Town while Council is doing their homework on what they would like to see..who knows they could be a building metropolis in ten years and that would be tiny and there would be no use for it whatsoever and they could be in the same situation in ten years and we are too big for it, we didn't get a return investment on it, we have to go buy a place with a million dollars for land anyway. So she sees no urgency for having it right this second.

Councilmember Treadway replied to Councilmember Timmons that he does not think it is going to happen right this second, but it does not hurt to do the due diligence and start planning. In ten years, if this is a booming metropolis, everyone loses the country charm they so passionately want. Kicking the can down the road two to five years is not being responsible. It won't cost money for the Building Official to come up with hard facts.

Councilmember Wendt agrees with Councilmember Treadway. As long as it doesn't cost to research it, she agrees it is best to prepare.

Councilmember Hamilton spoke of needing a Town Hall for the people.

Councilmember Wendt spoke that there is a return on investment in regard to the roads in the confidence they will receive from their residents that the Town cares about them. That is worth all the gold there is.

Town Manager Kimball summarized that the Council Members could give Building Official Roberts their ideas and sketches if they are interested. The expectation is that a building just under 5K square feet will be researched.

Councilmember Timmons spoke that, no offense to Town Staff, but no one is a spring chicken anymore and having second floor storage could be an issue.

There was further discussion regarding options and proposals for the building and that the expectation would be between 4K and 5k for square footage.

Town Manager Kimball will work on the direction and bring something to Town Council soon. She will also check financing options.

Council recessed for a five-minute break at 3:28 p.m. and reconvened at 3:36 p.m.

### **3.2. Public Works operation overview and resources (Human Resources and heavy equipment) proposed to provide a certain level of service.**

Public Works Director, Ed Hanks, was present and gave an introduction on this item. Director Hanks spoke of his 6.5-year history with the Town. Council direction has been for more to be done on roads. There are currently two staff available with limited equipment. Director Hanks presented a proposal of adding more staff and more equipment to alleviate the current on-call contractor expenses. Mayor Nolan noted that the proposal did not include a grader, but did include a backhoe and water truck. Official Hanks spoke of

spreading it over a couple years. The cost justification for a blade is tough due to the conditions of the roads. Director Hanks is looking at used equipment that has been maintained well.

Councilmember Hamilton inquired as to what equipment is needed to do hot-patching in-house besides the roller. Director Hanks replied the primary equipment is a roller and additional staff. Director Hanks spoke of a tack oil that does not require heating. Councilmember Hamilton asked about something to maintain the hot oil.

There was additional discussion regarding the hot-patch process. The staff members help cover all steps of the process.

Councilmember Hamilton asked about the cost for a new hire. Town Manager Kimball replied that the salary would be in the \$35K range/\$50K with benefits. Councilmember Hamilton spoke of the amortization of the equipment and the savings of flood control work.

There was further discussion on the hot-patch repair process needed and the cost savings, including if there is enough work to keep an additional staff member busy, which was confirmed by Director Hanks.

Councilmember Treadway spoke in support of the wood chipper proposed in the budget. Councilmember Wendt spoke in support of it as well.

Councilmember Hamilton spoke of Council consensus to move forward with one new crew member, roller, larger backhoe and chipper in the proposed budget. Director Hanks spoke of a little overlap on on-call costs the first year until he can get the proper equipment purchased.

There was Council discussion regarding the space available for equipment storage. Director Hanks said there is an area in which they could expand the fence and the equipment discussed does not require cover. There was also further discussion regarding chipper options.

Town Manager Kimball reiterated that the equipment will come out of the savings, not the operations budget.

Councilmember Timmons inquired if there would be the need for another hire after this one. Director Hanks answered if things remain status quo and there are no more roads obtained, they will be able to maintain and gain ground as a community. Ultimately, if they added a water truck and blade they would need four field employees.

Town Manager Kimball confirmed that she had Council direction.

### **3.3. Aspects of possibly transitioning Private Roads into Town Maintenance.**

Town Manager Kimball noted that this issue has been discussed at several meetings, including the para-study.

Public Works Director Hanks explained the color coding on an overview of a map of the roads. There are 50 miles of unpaved roads. The overview outlined different options for additional circulation routes. There needs to be a transition policy generated. Right now it is a resident-driven process.

Councilmember Treadway asked each Council Member how many miles of roads they anticipate transitioning. He cited some of the roads being in very rough shape. He spoke they could bankrupt the Town if they were all transitioned.

Councilmember Timmons inquired how many miles of town-owned dirt roads there were. Director Hanks replied that there were 50 town-owned miles, 12 of them unpaved, 38 are paved or chip-sealed. Of the approximate 50 miles of private roads, there is about  $\frac{3}{4}$  of a mile which is paved the rest are dirt and they were not built to any standards, simply constructed to get across.

Councilmember Wendt spoke of the safety of the residents and that something has to be done for the safety of the Blue Hills residents in regard to fire concern. The Council needs to start discussion of transitioning all along to include the most southern residents.

Councilmember Hamilton spoke of several fire hazards in the Town. The Town needs a policy to let everyone know where they stand in relation to how to get their roads done, if you only concentrate on the Blue Hills, they will be accused of prejudice. He does not want that to happen, no favoritism. He spoke of the problem with having a town-owned road surrounded by private roads and the equipment tearing up private roads during maintenance. Then you have to have a policy on what to do if someone won't donate the road to the Town, do you buy it, enforce eminent domain?

Councilmember Timmons spoke of not everyone wanting their road paved, so there will be no crashing down regarding favoritism. She spoke of the Foothills area having several ways of ingress and egress.

Councilmember Wendt asked Councilmember Hamilton how long he has been on Council. Councilmember Hamilton replied four years. Councilmember Wendt asked why he, Mr. Repan, or Ms. Wright hadn't presented policies or been proactive. She spoke of a previous attempt to establish a Firewise committee. There was no town interest so the Forest Service shut it down till the Town did something to help itself. Firewise work has been done on the east side of town. They are concentrating on the west side because of the extreme safety risk. Council needs to look at this now before it is too late.

Vice Mayor McBrady asked Director Hanks where he would start. Director Hanks replied Prescott Dells Ranch Road. If there was access across the BLM land it would give access, although not perfect. Vice Mayor McBrady endorsed starting there, get the process started. Director Hanks said a policy would be needed with clarification of the standards, the Town's responsibility, and the residents' responsibility. Vice Mayor McBrady said that was the old way of doing things and that the Town needs to start the process, rather than putting the responsibility on the residents. Director Hanks stated that the policy would have to be revised. Vice Mayor McBrady does not want residents to have any fees incurred, with the Town responsible for all costs.

Councilmember Treadway spoke that there should be some financial responsibility for the residents. He cited the substantial resources necessary to make that a safe route during an emergency.

Director Hanks was questioned on how many miles this particular route is? Director Hanks estimated it at 3.5 to 4 miles.

Councilmember Wendt spoke of the importance of starting somewhere. Mayor Nolan cited that it just needs to be passable that people can get over it, if there is a need.

Councilmember Timmons asked where they start on modifying the roads policy. Director Hanks asked if she was speaking of the minimum road standard or the transition of private to public. Councilmember Timmons replied the minimum road standard. Director Hanks said the current policy is bringing it up to the paved standard.

There was discussion regarding the paved standard requirement vs. passable and the changes that would be required in the policy, as well as having two standards, one for dirt and one for paved.

Councilmember Wendt spoke of just getting permission to pass across the BLM land with the most important thing being the beginning of the dialogue to find out if they will let it be used for emergency. Director Hanks spoke of the BLM dictating the standards of the road condition.

Town Manager Kimball clarified on the overhead screen the proposed BLM route.

Councilmember Hamilton spoke of various dirt roads that have only one way in and out and that several are located off Henderson Road. People moved there knowing there were access issues. They bear responsibility as well. He has only been aware of the Firewise program in the last year and thinks it is a great program which has helped mitigate the fire hazard tremendously. Councilmember Hamilton spoke of the Prescott Dells Ranch Road being problematic as it is a subdivision. County never took it over or brought the roads up to county standards. If you take in on, then you need to consider all the roads in that subdivision. This will be very expensive to do. The Rifle Road is a private ingress/egress and utility easement. You would have to get sign off on it or buy the road. They could block the road at that point. You have to secure the private roads first before you work on the BLM. He did not note any easements on the other side of the BLM. The north side roads are in good shape. He pointed out other options in that area on the overhead screen.

Councilmember Treadway left the meeting at 4:23 p.m.

Town Manager Kimball spoke of the BLM portion of this discussion being on the agenda this evening. The secondary access is one issue and the Town maintenance of certain roads is another issue that would need a transition policy.

Councilmember Treadway returned to the meeting at 4:25 p.m.

Councilmember Treadway spoke of the safe emergency access only needing to meet passable, but not necessarily to be maintained by the Town. Could it be marked as "Emergency Access Only"?

Councilmember Timmons inquired of Councilmember Wendt if she would like to form a committee of her neighborhood in the Blue Hills to start talking to residents to accomplish the easements necessary.

Director Hanks explained that if it is designated private easement access can be prohibited, if it is public ingress/egress easement, it is open to anyone. Councilmember Timmons asked why she would need an easement if it was her property. Director Hanks gave a scenario to explain the legalities of easements.

There was further Council discussion regarding other access for public and private use.

Mayor Nolan left the meeting at 4:50 p.m.

Town Manager Kimball clarified that at Council direction they will pursue an access over BLM land.

There was further discussion regarding the easements and how to approach people regarding private easements, as well as drafting a letter to start this process.

Mayor Nolan returned to the meeting at 4:52 p.m.

Town Manager Kimball spoke of doing research on the ownership of the involved properties. She said that the Road Transition Policy can be covered at a different session regarding modifications.

Councilmember Hamilton recommended getting information from BLM, landowners and rights-of-way, but stated a policy needs to be in place. After the budget is in place, they will need to work on this.

Councilmember Treadway concurred with Councilmember Hamilton on the need for a policy. This could turn into an expensive proposition with the Town paying for a survey. Proceed carefully and think it through.

Councilmember Timmons asked Director Hanks if he could work on a suggestion on what the least amount of maintenance would cost per year if the Town were maintaining some roads. She also asked if there is a survey done, could it be a simple one instead of like the surveys she has received in the past, because half the people don't even understand what you are asking, a simple survey. Director Hanks clarified this would be a land survey, not a citizen survey.

Mayor Nolan clarified that Town Manager Kimball had direction and they could move on.

### **3.4. Dumpster Day Program: Operation overview and proposed.**

Councilmember Treadway spoke of thinking Director Hanks' proposal was fine.

Councilmember Wendt questioned what happened to the recycling dumpster that was previously available. Director Hanks explained that the dumpster use was abused and people were using it for trash and not recycling.

Mayor Nolan agreed with Mr. Hanks' recommendation of two Dumpster Days, one in the spring, and one in the fall.

### **4. Adjourn.** The meeting was adjourned at 4:59 p.m.

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Terry Nolan, Mayor

ATTEST:

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Judy Morgan, Town Clerk

**TOWN OF DEWEY-HUMBOLDT  
TOWN COUNCIL  
REGULAR MEETING MINUTES  
APRIL 18, 2017, 6:30 P.M.**

**A STUDY SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, APRIL 18, 2017, 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 6:30 p.m. by Mayor Nolan. Mayor Nolan read the introduction section of the Agenda.
2. **Opening Ceremonies.**
  - 2.1. **Pledge of Allegiance.** Done.
  - 2.2. **Invocation.** Given by Council Member Amy Timmons.
3. **Roll Call.** Town Council Members Jack Hamilton, John Hughes, Amy Timmons, Doug Treadway, Victoria Wendt; Vice Mayor Mark McBrady; and Mayor Terry Nolan were present.
4. **Announcements Regarding Current Events, Guests, Appointments, and Proclamations.**
  - 4.1. **Dewey-Humboldt Historical Society Business Plan 2<sup>nd</sup> presentation.** [As defined by Accountability contract between Town and DHHS]

The presentation was given by Carl Marsee, President of the Dewey-Humboldt Historical Society (DHHS). Mr. Marsee spoke that the Council is given an update twice a year. He gave updates of changes to the Board and reviewed the terms of the agreement between the Town and DHHS. There were 1,233 visitors to the museum last calendar year. Mr. Marsee will provide guest check-in sheets to each Council Member. There are three new exhibits in the works. One of the exhibits will be the entire collection of Mr. Gamel, who represents the Arizona Roughriders. The second exhibit is a documentary of Dewey-Humboldt, a 10-15 minute video of the area, which will feature materials obtained from drone video of the Main Street and Smelter area. This should be completed by the end of the year. The third project is the Hammer Mill from the mine and will be a large exhibit outside the museum. David Nystrom is now in charge of publicity i.e. Facebook; internet; Trip Advisor... The museum does not charge a fee, strictly based on grants, donations, and fund-raising. Any excess funds are used for exhibit updates, which change continuously. The Aqua Fria Festival date is October 5, 2017. DHHS is hoping for the continued support from the Town for both rent offset and the Festival sponsorship.

Mayor Nolan thanked the DHHS for what they do, representing the Town and area as an asset.

Councilmember Treadway concurred with the Mayor's comments and expressed gratitude. He inquired if there is a continuous rise in visitors. Mr. Marsee said over the last couple years – yes. This year things are going well and they are expanding advertising.

Councilmember Wendt spoke of attending a conference on grants recently. The majority of grants being available only to 501C3s. She encourages David Nystrom to write those grants. She spoke on opportunities out there through grants. Mr. Marsee spoke of the museum over the years receiving five grants. They are currently negotiating with the landlord on a long-term lease.

Councilmember Timmons thanked Mr. Marsee for all the work DHHS does. She participated in the Aqua Fria Festival last year and had a great time.

Councilmember Hamilton thanked Mr. Marsee for his presentation and offered the Council's support.

**4.2. Firewise Board Representative Bob Baker presentation.** [CM Wendt request at the April 4<sup>th</sup> meeting]

Bob Baker of the Firewise committee was present and gave a presentation which included cars that were overcome by fire on a highway. He spoke of two areas within D-H that were assessed by the Central Arizona Fire & Medical Authority and were determined to be a high wild fire danger. One area is the Blue Hills western section and the second is Foothills northeastern section. Mr. Baker displayed the General Plan Circulation Plan map which shows a circulation road of Prescott Dells Ranch Road. He spoke on a section of land that would need to be crossed to create that circulation road, which is BLM land. The Firewise board supports the Council in initiating a dialogue with the BLM to discuss the prospects and procedures for an attempt in gaining approval for connection through the BLM tract. Also, the support of Central Arizona Fire & Medical Authority, Yavapai County Emergency Management; Arizona State Forestry; and the Prescott National Forest officials would be an added voice to the effort to gain additional egress. The Firewise Committee officially asks the Council to formally request official recognition of this support.

Councilmember Hamilton asked if Mr. Baker would be willing to pay a property tax for the Town to develop more roads and maintain them. Mr. Baker said he already pays property tax. Councilmember Hamilton clarified that D-H does not have a property tax. Mr. Baker said he was not prepared to answer that question. Councilmember Hamilton asked if Mr. Baker felt that eminent domain should be used to acquire the access. Mr. Baker replied no. Councilmember Hamilton asked if he thought the Town should force citizens to be part of the Firewise program. Mr. Baker asked how they could do that. Councilmember Hamilton said that a regulation could be passed that people have to maintain a certain perimeter around their homes be firewise-safe, or did Mr. Baker feel it should remain voluntary. Mr. Baker said in his opinion, no. Councilmember Hamilton said he was trying to find out Mr. Baker's opinions and what the public is willing to do to achieve these projects. Mr. Baker replied that he does not represent the public, he is just one person. Councilmember Hamilton said that he was interested in Mr. Baker's opinion as he lives in that area. Councilmember Hamilton asked about regulated fire alarms and if Mr. Baker has had formal training in forest fire fighting. Mr. Baker replied that these questions did not pertain to his presentation. Mr. Baker said he did not have formal forest fire training. Councilmember Hamilton explained his reason for asking these questions, although he realized that Mr. Baker would not necessarily be prepared, he just wanted a sense for how the people felt.

Councilmember Wendt asked Mr. Baker if they get permission to proceed with the BLM access, what he would like to see for a road in that area. Mr. Baker would like to see at least two avenues of egress. The illustration was meant to show bad things can happen, if there is only one way out. He realizes that this process could be lengthy and the process with the BLM will be the longest. Get it initiated to find out what has to be done. A graded road is needed through there which is passable during an emergency, even if it is gated, to be opened by YCSO. Just getting the process started is what they are asking Council to do on an official basis.

Councilmember Treadway thanked Mr. Baker for his presentation. He understands the grave situation for more than just the Blue Hills area. Having worked for the Federal Government over 30 years he understands the need to get this conversation started.

Councilmember Hughes agreed with Councilmember Treadway. If the corridor roads are

granted, what would the assessment score drop to. Mr. Baker said possibly mid-range, but there are still other hazards. Mr. Baker also spoke of being told that firefighters will work to save homes that have been cleared.

Vice Mayor McBrady worked with firefighters in California. He recommended water storage tanks in that area, getting access to wells on donated property, adding signage to the corridor roads, having sirens or alarms with a practice plan. Mr. Baker agreed with Vice Mayor McBrady but urged egress as the first priority due to the hazard in the National Forest hills above the Town. Vice Mayor McBrady asked if there is a community group that is starting, there needs to be community leaders working on this on an ongoing basis. Mr. Baker explained this would be the Firewise group. There is also a Neighborhood Watch in the Blue Hills area which is effecting positive change.

Councilmember Hamilton spoke of being in support of Council talking with BLM to get this going. He disagrees with using Prescott Dells Ranch Road (PDRR). He spoke of experience in fire-fighting and his knowledge of how fire travels. He feels PDRR would be risky and dangerous. He recommends the northern road along Henderson and Kachina. Those roads are mostly town-owned. He believes there are better solutions. Mr. Baker thinks at this point his job is to get things moving on the BLM and it's the Council's job to work out the details.

Councilmember Hughes spoke of the rancher with the grazing area mentioned by Mr. Baker having only been granted permission to graze 100 cattle which is not enough to control the brush.

Councilmember Wendt asked Mayor Nolan if a motion could be made on Agenda Item 9.2. Mayor Nolan asked to receive public comment first. Councilmember Wendt invited Councilmember Hamilton to join the Firewise Meeting being held the next night with his ideas on ingress/egress. She thanked Mr. Baker for his presentation.

Public Comment was taken

Carl Marsee spoke of something positive happening in the Blue Hills area last year (the Trailhead). It is an excellent area to be used for firefighting due to area for staging equipment.

Leigh Cluff asked Mr. Baker to point out where his access would connect to the proposed egress route. Mr. Baker pointed out his exit route. Ms. Cluff asked what would happen if there was a fire on Wicklow, stating that no one on the south side would get out. Ms. Cluff spoke in support of Mr. Baker's recommendation and then working on an alternate route over at Kachina later. She spoke of the questions that were asked of Mr. Baker and that they may not reflect her opinion. She spoke of that Blue Hills area being a loop, there is no way out.

Councilmember Hamilton responded that a local fire is not a massive fire and a local fire it would be handled by the local fire department.

Mr. Baker spoke of his slide that showed the fire that overtook vehicles on the road and that it was only a 35-acre fire and that was the destruction. If Henderson, Kachina and Newtown are blocked the Blue Hills residents can't get out. Just need to start the initial process with BLM, you can do anything after that. It doesn't matter the size of the fire, if you are trapped, you are trapped.

Councilmember Timmons commended the Firewise Committee on their efforts. She spoke of how fires can lock people in. She encourages starting the process with BLM.

Mr. Baker requested Council to contact as many agencies as possible to get the ball rolling.

Councilmember Wendt spoke of a secondary egress and starting a dialogue with BLM.

Vice Mayor McBrady spoke of the unpredictability of fire and the need to have as many options as possible.

Public Comment was taken.

Linda Horvath spoke of the Crown King fire and that there was ash falling in her yard up on Shirley Lane. Another egress is needed.

Leigh Cluff keeps hearing talk of grasses. She was the first person in the Blue Hills to firewise her property. There was 18,000 lbs. of packed oak shrub, not grass.

Tom Thurman, Chairman of the Yavapai County Board of Supervisors, offered support in the way of a resolution to use for the all the agencies and BLM for this purpose.

Mayor Nolan thanked Mr. Baker for his presentation.

Mayor Nolan requested to bring Item 9.2 forward on the agenda. There was consensus to do so.

#### **9.2 Possible Council direction of a letter to BLM in support of a right-of-way to be developed, as requested by the Firewise Board.**

Councilmember Wendt made a motion to approve the development of a letter to approach BLM for permission to cross the BLM property, seconded by Councilmember Timmons.

Councilmember Hamilton recommends the letter be kept more general without locking it into that particular piece of property. Be broader, just ask about developing a road across BLM.

Mayor Nolan thinks the letter needs to be directed to this piece, so they can at least get a response.

Councilmember Treadway recommended addressing the letter to the District Manager, Mr. Hawes, that the Town of D-H plus the County Supervisor would like to engage in a discussion regarding development of a of a road across BLM for emergency ingress/egress in the Blue Hills area.

Councilmember Hamilton said he was in support of this.

Mayor Nolan spoke of the motion on the floor. Councilmember Hamilton asked to have the motion restated.

Town Clerk Morgan read the motion: Develop a letter to approach BLM for permission to cross that property. Councilmember Hamilton asked for the wording to be changed to "cross their property".

Mayor Nolan asked for a vote.

Mr. Baker offered that he had the property number. Mayor Nolan said that wasn't needed at this point. Community Planner spoke of having the specific parcel number. Councilmember Hamilton spoke of being more general, not specific on the piece of property.

Mayor Nolan called for a vote. The motion passed unanimously.

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

### **5.1. January 1 to March 31, 2017 Financial Report.**

Town Manager Kimball provided the budget numbers at the 9-month period and that things are looking good. She expects surplus as they are under budget. There are a few items over budget but nothing significant, such as elections. Neighborhood Outreach will come in under budget, that line item covers such things as the museum rent grant, Agua Fria Festival grant; water grants, etc... The \$100 water grants are being pushed but have not received many requests, nowhere near the \$10,000 set aside; Dumpster Days; and Firewise has in-kind contributions to help this out. Over \$24,000 was transferred from the General Fund to the HURF Fund. Public Works Director Hanks reports that all projects are on track with a large one coming up for \$168,000 from HURF for chip-seal overlay project. There will be dirt road grading over the next three months. A one-time expense is the Level 2 maintenance on roads. The CDBG revenue and expenditure balanced out. Flood control funding (\$60,000 received) was all spent except for a few thousand dollars for materials to be used in-house. Town Manager Kimball does expect a surplus at the end of the year.

Councilmember Treadway noted that Public Safety is over 83% at this point and inquired if this would go over budget. Town Manager Kimball pointed out that the OSP Emergency Response is covered by an IGA with the County Emergency Management and that is paid by an annual fee and is already paid. By the end of the year it should come to about a 99% expenditure. Councilmember Treadway also noted the decrease in legal expenditures and commended this savings.

Councilmember Wendt inquired if the Firewise expenditures is covered under the Neighborhood Outreach. Town Manager Kimball confirmed this, but cited that the amount is not significant. Councilmember Wendt asked what the balance of the Firewise fund is. Community Planner Brown spoke of it being approximately \$2800.

Town Manager Kimball reminded Council that there is a budget discussion on Tuesday, 4/25/17, at 9:00 a.m. The draft worksheet looks good and she will present that to Council for next week's budget session.

### **5.2. Acknowledgement of the March 2017 Council Retreat report.**

Mayor Nolan noted that the retreat was a good session and the notes were good. Councilmember Treadway stated that he acknowledges the report. Mayor Nolan spoke that he hoped everyone read their copy.

## **6. Consent Agenda.**

**6.1. Minutes.** Minutes from the February 7, 2017 Regular Meeting, and March 14, 2017 Retreat Meeting.

**6.2.** Mayor Nolan made a motion to accept the minutes from the February 7, 2017 Regular Meeting, and March 14, 2017 Retreat Meeting, seconded by Councilmember Treadway, motion passed unanimously.

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

Leigh Cluff asked if D-H has thought of paying the Firewise grant up front with people paying the Town back. Councilmember Wendt said they are currently working on some processes for this. Ms. Cluff noted that there is a lot of brush being hauled out of the Blue Hills area. Mayor Nolan noted there is a clean-up day being held in Mayer in early May which is accepting debris and brush.

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.

None

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

- 9.1. **Award the Enterprise Technology (or IT) Services contract.** Possible awarding or rejecting the contract.

Mayor Nolan noted that a bid was received from Four D LLC, the same IT service provider for the last eight years. This was the only proposal received.

Councilmember Hughes spoke of this being a two-year contract, with three subsequent one-year renewals.

Councilmember Timmons inquired if this bid request was advertised or if it just renewed every year. Mayor Nolan explained that it was advertised properly on the website and in the newspaper. Councilmember Timmons asked if it was a local service. Mayor Nolan confirmed this.

Councilmember Treadway asked Staff if they were satisfied with the service provided by Four D. Town Manager Kimball explained they have been with the Town a long time. She cited that Four D LLC provided conscientious, consistent service.

Councilmember Hamilton made a motion to award the Enterprise Technology (or IT) Services contract to Four D LLC, seconded by Councilmember Hughes, the motion passed unanimously.

Mayor Nolan inquired about the liability insurance provided in the contract. Town Manager Kimball noted that all professional service providers are required to have this type of coverage. Councilmember Hughes clarified his understanding of this type of coverage.

- 9.2. **Possible Council direction of a letter to BLM in support of a right-of-way to be developed, as requested by the Firewise Board.**

This item was moved forward on the agenda ahead of Agenda Item #5.

- 9.3. **Planning and Zoning Commission report to Council seeking direction regarding Zoning Anomalies.**

Community Planner (CP), Steven Brown, and Planning & Zoning Commission Chair, Victor Hambrick, were in attendance to speak on this report to Council. CP Brown explained that on 2/21/17 the Council assigned a list of work tasks for the P & Z Commission. The top priority of that list was a discussion regarding troubling, existing zoning anomalies. Following a review of the problem areas at the 3/9/17 the Commission directed Staff to examine two issues for them and to bring this information to them at the 4/6/17 meeting. The Commission directed staff to provide any references in the Town Code State and State Statues governing the process of amendments and at the 3/9/17 meeting Staff discussed with the Commission the process of amending the zoning map. Commission also asked Staff to research if the zone change would affect any tax value on the property. Staff, in communication with Yavapai County Assessor's Office, learned that the change of zoning of a parcel would have no effect on the tax appraisal. This was verified by looking at other properties of the same size vacant properties in different zoning categories, those parcels were valued the same in each case. The only impact realized was if the use changed. The strategy developed by the P & Z Commission at the 4/6/16

Town Council Regular Meeting Minutes, April 18, 2017 meeting was included in the packet. The zoning required by the State Statutes has to be consistent with the General Plan. The General Plan for Dewey-Humboldt says that the bulk of the area of the Town is to be low density. Changes to zoning must be consistent to the General Plan. There are public hearing processes involved, with the first step being to invite the property owners of this area, to gain input from them before proposing anything. They would be invited to two public hearings, one before the P & Z Commission, one before the Town Council. CP Brown explained the protest process in regarding rezoning.

Victor Hambrick, Chair of the P & Z Commission, shared a letter that is what P & Z is recommending to the Council. The process used by the commission as they were coming up with the proposal, was to put common sense to play regarding those islands that are out there which are parcels with two different zonings. There needs to be consistency throughout the areas that do not create zoning islands. No commercial properties are involved, only residential. Commercial property was not included in this proposal, residential only.

Councilmember Hamilton asked if this was dual-zone only. Chair Hambrick explained it would be the whole blue area on the projected map which is currently a zoning island.

Councilmember Timmons inquired what they were proposing to change the zoning to, in layman's terms. Chair Hambrick's recommendation would be to do something that would stay with lower density zoning to match the surrounding areas.

Mayor Nolan inquired if the rezoning would allow property owners to split parcels. Chair Hambrick assumed they could split whatever the surrounding area zoning dictated.

CP Brown spoke of the zoning definition for R1L (limited to site built only). There is no rationale for why the zoning existed the way it did. Four individuals approached CP Brown on how to go about splitting their property. The current zoning does not allow this to be accomplished. CP Brown researched this with the County and there is no explanation why these zoning anomalies occurred.

Councilmember Timmons said that they are going to stay with four-acre parcels. Chair Hambrick explained they would be zoned R1L70, in an attempt to correct the island. Councilmember Timmons spoke of other towns with similar situations, where things are not disclosed, things change and end up turning into a high-density, out of town investor-type situation where people are coming in and packing the homes in there. Chair Hambrick spoke again on how unique this zoning issue is and is not sure how it happened. The Commission looked at being fair to the landowners, not to create a negative impact for them regarding their property.

Councilmember Treadway spoke of the potential for four-acre parcels to be split into 1.6 acres parcels. The key is finding out what the property owners want to do. Could this be done on a case by case basis? Chair Hambrick explained that if Council or the Town initiates this, he would not recommend a case by case. Chair Hambrick explained P & Z is trying to make the parcels consistent within an area. P & Z is looking for Council to give direction on this.

CP Brown spoke of looking at the steps and strategies that the Commission recommended: 1.) Council directed P & Z to work with staff and develop a map on the properties 2.) Invite property owners impacted to provide their input.

Councilmember Wendt spoke of sitting in on a Council Meeting last year where she said there were only eight lots involved, somehow, this has now increased to 33 lots, which if

they were to split them, it would triple the density in this area. Councilmember Wendt spoke there needs to be community input, citing that when she was voted into this position, they didn't want the town's density increasing, they wanted to stay rural country. She understands dealing with the original eight lots spoken of, understands straightening out the zoning situation as long as they go through what everybody else goes through, and they take care of the costs involved. She has a problem with tripling density and having lot splits as it is benefiting these people. How will the Town recoup the costs? Chair Hambrick is not aware of the eight parcels Councilmember Wendt referred to. The costs would be looked at as a blanket process over the three pockets. Councilmember Wendt asked if Staff could look into this previous meeting she attended for clarification on the eight lots proposed.

Chair Hambrick explained that P & Z did not look at this as a density issue, they looked at this as an issue on the side of the Town or the County, which was not the fault of the property owners. There is nothing in the proposal that went against the General Plan nor does it create a huge development issue. Just need to fix the problem that was created by a government entity along the line.

Councilmember Hamilton spoke of fixing lots that have dual zoning, but if they don't have dual zoning, leave it alone. He spoke of some of the lots being large and there are problems with access and water supply. Just address those with the split zoning, contact the owners and ask what zoning they want to go with. He spoke of avoiding a decrease in property values. He does not recommend changing the whole section.

CP Brown clarified that he is not sure where some of the numbers were coming from. He does not recall any conversation regarding eight properties at a meeting last year. He understands Councilmember Hamilton's recommendation to address the edge properties. They are the ones unable to do what they want with their property. The only place in the county that you find this type of zoning, RL-175, is in the forestlands and very rural areas, not in the middle of an area that already is 1.6 acre zoning and you have this island of four-acre zoning, disproportionately putting the property owners at disadvantage.

Chair Hambrick clarified that this was not an issue regarding density or growth. Anyone could check the meeting records to substantiate this. He spoke of any splits being subject to state subdivision regulations or area regulations. Just because you change something that is an anomaly does not mean you are going to automatically throw something into a high density situation.

Vice Mayor McBrady spoke of the Town needing to find out why these areas are zoned the way they are, this didn't happen overnight. He spoke of this whole area being split over the years. Vice Mayor McBrady spoke against properties with a small portion of erroneous zoning to not be considered for zone change.

Councilmember Timmons inquired if the people who have approached the Community Planner actually live on the property, or are they from out of state looking to invest in their retirement as opposed to living here. CP Brown explained that the people that approached him live on the property, were looking to split the property, and continue to live on the property. Councilmember Timmons asked if the density were increased what effect would that have on existing, surrounding properties with animals.

Councilmember Hamilton spoke of Anomaly 2 and Anomaly 3 being different from Anomaly 1. Contact dual-zoned property owners and find out which way they want to go. CP Brown spoke that the difference would be if you could have a manufactured home. Councilmember Hamilton recommended the lots along Prescott Dells Ranch Road be

dealt with individually. Let the smaller parcel owners make the decision on zoning. This way the Town is not forcing zoning selections on them. He views a Town Meeting on this subject a mistake.

Vice Mayor McBrady spoke of Anomaly 3 and that manufactured homes would be allowed in an area that was formerly site-built and this would be a mistake. CP Brown explained that nothing would be done without community input.

Mayor Nolan said that he believes the intention was to achieve zoning consistency. Chair Hambrick spoke that the Commission received a list of tasks from the Council. They took this task from the list and tried to lay out a process and decided that they needed direction from Council in their effort to serve the people of the Town. Chair Hambrick cited that this issue quickly seemed to turn into a debate on density and that was not the intention. The Commission is not trying to change the zoning, the goal was to receive direction from Council to try to fix the problem on people's properties and fix the zoning inconsistencies.

Vice Mayor McBrady said he has never heard of this problem. CP Brown spoke of the complaints received and that this issue is similar to what happened with the 200-foot strip county island on the northern border of town. Vice Mayor McBrady asked how many people have contacted CP Brown. CP Brown answered that he has received four phone calls in the last 45 days. Vice Mayor McBrady asked how many were received before that, CP Brown replied that before that he doesn't recall any.

Councilmember Treadway spoke that the focus was being lost. He appreciates P & Z's efforts. He is not in favor of higher density, but the people who own the property deserve to have input. Look at the situation and address the problem.

Councilmember Timmons spoke of the Town's motto (Arizona's Country Town) and how the zoning changes would affect density. CP Brown explained the original intention of seeking a uniform pattern in zoning. Councilmember Timmons asked for clarification on the overhead map regarding R1 and R1L zoning.

Councilmember Hamilton spoke of not understanding the last time this issue was explained at a Town meeting. He disagrees with the directive regarding developing an ordinance and map. Council directs Staff, P & Z does not, they give advice but they are not directing Staff. Council should develop the ordinance. P & Z should give their recommendations to the Council, and then the Council will do what needs to be done. Staff does not take direction from P & Z. CP Brown took responsibility for that misinformation and agreed with Councilmember Hamilton. He recommended that language be added to correct this. Councilmember Hamilton said the density factor should be looked at otherwise it would probably not be passed by Council.

Councilmember Hughes spoke that he believes that P & Z Commission is here to figure out what to do with the border properties with the R1s and RLs and they are looking to Council for direction. Councilmember Hughes believes that Council wants them to concentrate on the split properties and come up with an idea for resolution, as well as what the densities would be.

Councilmember Treadway reminded everyone that just because they have a 10-acre lot doesn't mean they have to, or that they are going to divide it.

Councilmember Wendt spoke of Blue Hills being a prime example of what happens when you allow lot splits. There is a conglomeration of properties with little to no infrastructure and definite lack of water. Her recommendation is to deal only with the problems of split lots.

Councilmember Treadway concurs that Blue Hills is a hodgepodge. He believes they should get input from the affected property owners. No one has to divide their lots.

Mayor Nolan spoke of rezoning his own property. People who live on large lots aren't going to split them, they will maintain them. He spoke that the whole idea is to generalize zoning.

Councilmember Timmons asked the Mayor who paid for his rezoning. Mayor Nolan replied that he did. Councilmember Timmons asked who will pay for all these changes that are being proposed. Mayor Nolan explained that it was his choice to rezone, this situation is trying to correct an issue that was developed some time ago. Councilmember Timmons asked Chair Hambrick how far back this anomaly occurred. Chair Hambrick spoke of CP Brown assisting in trying to track this down. There was no firm information gleaned.

Chair Hambrick spoke again that this was not of P & Z's doing. They were given direction by Town Staff and knew they needed Council direction. Chair Hambrick spoke of an anonymous letter that was circulated, recommending anytime someone receives an anonymous letter they should just throw it away. Councilmember Timmons interrupted Chair Hambrick and he requested her to stop and let him finish. Councilmember Timmons continued to speak and Mayor Nolan asked Councilmember Timmons to let Chair Hambrick finish. Councilmember Hambrick said that the commission did not look at this as a density issue and this was not what he was here to discuss. The P & Z Commission will follow Council direction. Chair Hambrick spoke of the anonymous letter personally attacking him, and that he has no interest in a property referred to in the letter. He spoke of his background in real estate development, assessment, and ranching. He also spoke of his personal belief on this Town being similar to others who want to be a community but want to stop taxes, stop development, and there are no commercial properties built, yet the definition of community requires commercial property or you become a ghost town and die. Chair Hambrick summarized that those things are not what they were to be talking about tonight. Councilmember Timmons requested permission to ask her question. Mayor Nolan acknowledged Councilmember Timmons. She inquired of Chair Hambrick how far back this anomaly occurred. Chair Hambrick explained that he started out by informing her that CP Brown researched this and they were unable to determine when this occurred. Councilmember Timmons said that the people on those properties were either born on the property or purchased the property as it was. Chair Hambrick said this was possible, but he really has no idea. Councilmember Timmons spoke on being okay with people changing their zoning, but why should the Town have to pay for it. Chair Hambrick spoke of the advantage of it being handled in a whole process rather than each case being handled individually, which could be very costly.

There was further discussion regarding the costs of the process and if it would be assumed by the individuals or the Town.

Councilmember Timmons presented a hypothetical zoning situation to Councilmember Treadway, as she did not think that he understood her concerns. She also spoke that once the current zoning is done uniformly, the next group of people will want theirs done uniformly too.

Chair Hambrick requested that Council propose what they want to have happen. P & Z is looking for staff direction, or they may choose to do nothing at all.

Councilmember Hamilton spoke of sympathizing with being the victim of anonymous letters, as he has been the target of several. Chair Hambrick interrupted and explained that he is not a victim and did not mean to put it that way. He has been in the public eye several years and has harsh things said about him. He has no personal interest in the

outcome of this situation. Councilmember Hamilton spoke of Anomaly 1 not being a problem unless the land is split. If you have a public hearing, you will open a can of worms. CP Brown spoke that participation may get messy, but is necessary.

#### Public Comment

Leigh Cluff apologized to Councilmember Timmons citing that she was treated rudely when she was told to stop speaking and that it should have been handled more politely. She spoke on a situation the Blue Hills area that created higher density and the Council needs to look at the big picture.

Garry Rogers spoke of being opposed to increases in density through zone changes. He is glad the Council feels this way. This is Arizona's Country Town, and low density needs to be maintained.

Denise Rogers agrees on this density issue. The potential is already present for 12,000 houses. Ms. Rogers recommended a different type of mapping to make it easier on the viewing. She summarized stating that she is opposed to all one zoning density.

Mayor Nolan spoke of 70,000 square foot lots not being considered small lots.

Councilmember Timmons asked if the blue area on the map starts the higher density. Why not consider them on an individual basis. What is considered the anomaly? She asked CP Brown what his proposal is.

CP Brown explained that only areas identified in Town with no rhyme or reason for drawing that zoning to those shapes are being addressed. CP Brown spoke of the P & Z not having a proposal, Council needs to provide direction on what to do, receive public input, then make those changes.

Councilmember Hamilton spoke of farms being sold and developed. Prescott Dells Ranch Road was originally 40 acre lots. It became a wildcat subdivision since the road was never taken over as there are no standards. The foothills were developed with standards, so that is why those roads are maintained and town-owned.

Mayor Nolan spoke of the lots along Prescott Dells Ranch Road having been all one parcel and a veterinarian wanted to use that area for a large animal ranch and everybody said no. Now you have all those small lots along that road from the highway in. Obviously, the people wanted higher density than what was there.

CP Brown suggested that a way to move forward, is to look at the strategy that the P & Z developed, as requested by Council, on Page 130. The first step would be to develop a zoning map amendment for the three identified areas. He believes he hears some Council consensus that this be restricted just to the areas that are split, limit the proposals to that. The Commission would invite the impacted property owners to a meeting to get their input and hear their concerns. The next step after that meeting would be to go back to Council, report the input they received, and get a direction from Council to have the attorneys prepare an ordinance that would bring about the change. Following the review of the proposed ordinance by Town Council and P & Z, the public hearings would be scheduled, allowing more public input, both the impacted property owners and the abutters. He knows that public input can get messy, but it can't be avoided if you are doing a legitimate job.

Mayor Nolan made a motion that Council follow the recommendations presented by P & Z (Page 136) and have Staff work out the details, Councilmember Treadway seconded the motion.

Councilmember Hamilton asked for clarification on the motion. Mayor Nolan explained that it was in support of the recommendation on Page 136. Councilmember Hamilton disagrees with the recommendations. Mayor Nolan told Councilmember Hamilton that he could vote that way.

Mayor Nolan reiterated his intention to follow P & Z's recommendation to work this out, whatever way they chose to do it, but keep the Council abreast of the progress, and he will attend the Public Hearing.

Mayor Nolan called the vote. The motion failed by a 4 – 3 vote, with Councilmember Hamilton, Councilmember Wendt, Vice Mayor McBrady, and Councilmember Timmons voting against.

Councilmember Timmons made a motion to ask Planning & Zoning to fine tune their request and then bring it back before the Council. The motion did not receive a second and was lost.

Mayor Nolan asked Councilmember Timmons to be more specific with her motion.

CP Brown spoke that what he heard from Mrs. Rogers was a request for a more graphically explanatory drawing. Mayor Nolan felt it was defined. CP Brown said that was obviously not how the audience felt.

Chair Hambrick spoke of needing a clearer motion. He understood Councilmember Hamilton's questions regarding Page 136. He felt the direction from Council was to come back and identify some of those issues discussed tonight and give information on the best way to handle those.

Councilmember Hamilton spoke of separating out each anomaly and dealing with one at a time. He does not think Anomaly 2 or 3 are that difficult, but Anomaly 1 is. Councilmember Hamilton made a motion that P & Z come back with a plan to address the parcels that have split zoning in Anomaly 1, seconded by Councilmember Treadway.

Mayor Nolan requested the motion be read back. Town Clerk Morgan read the motion: To have P & Z come back with a plan to address the parcels with split zoning in Anomaly 1.

Councilmember Timmons asked CP Brown what anomaly applied to the four people who requested land splits. CP Brown answered that they were all in Anomaly 1.

Mayor Nolan requested the vote. The motion passed with a 6-1 vote, Vice Mayor McBrady voting against.

Mayor Nolan thanked Chair Hambrick for his participation.

**9.4. Request for approval of travel expenses at 2-day NACOG Regional Council meeting in Williams, AZ; and Council's consideration to waive prior approval to 2-day meetings. [CAARF requested by CM Treadway]**

Councilmember Treadway explained that this meeting was increased from a one-day to two-day meeting and was requesting that if this reoccurred he would have prior approval. He explained there was a networking event that he would attend as well.

Mayor Nolan made a motion for approval of travel expenses at two-day NACOG Regional Council meeting in Williams, AZ; and Council's consideration to waive prior approval to two-day meetings, seconded by Councilmember Timmons, the motion passed unanimously.

**9.5. Discussion and possible action regarding the extension of the current Town Hall Lease.**

Mayor Nolan made a motion to move to Executive Session, seconded by Councilmember Treadway.

Councilmember Hamilton spoke of not seeing any need for an Executive Session.

Town Manager Kimball said that if Council wants to exercise the extension with no complications, that there is no need of an Executive Session, that is one option, she doesn't know if Council wanted to consider other options.

Mayor called for a vote on the motion, the motion failed unanimously.

Vice Mayor McBrady recused himself from the discussion and left the dais at 9:38 p.m.

Councilmember Hamilton spoke of there not being much for options at this time and that Council should go ahead and approve a one-year extension for the lease of the Town Hall.

Councilmember Treadway spoke of the Council only having had four months working together and there is no apparent consensus on what to do for a Town Hall, but with only eight months before extending the lease, it is reasonable to extend the lease.

Mayor Nolan spoke of negotiating with the Lessor to purchase this property. Councilmember Timmons inquired if the property was for sale.

Councilmember Hamilton noted this was not part of the agenda. Councilmember Hamilton made a motion to extend the lease.

Mayor Nolan asked if there is another extension on the lease or if this is the last one. Town Manger Kimball said there were two one-year extensions.

Councilmember Wendt seconded Councilmember Hamilton's motion. Councilmember Hamilton asked for a roll call vote. The motion passed unanimously.

**9.5.1. Recess into and hold an executive session** pursuant to A.R.S. § 38-431.03(A)(7) for discussions or consultations with designated representatives of the Town in order to consider its position and instruct its representatives regarding an extension of the lease for Town Hall for one year for real property located at 2735 S. Highway 69, Dewey-Humboldt, Arizona.

Council did not go into Executive Session.

**9.5.2 Reconvene into Open Session.**

**10. Public Hearing Agenda.** None

**11. Adjourn.** Mayor Nolan adjourned the meeting at 9:42 p.m.

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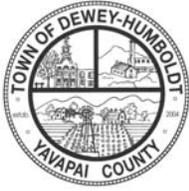
Terry Nolan, Mayor

ATTEST:

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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**

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**TOWN COUNCIL REGULAR MEETING**

**June 6, 2017, 6:30 p.m. Town Council Meeting Chambers**

**Agenda Item # 8.1. Presentation on the Town's new website and possible direction for going live.**

**To: Mayor and Town Council Members**

**From: Yvonne Kimball, Town Manager**

**Date submitted: May 24, 2017**

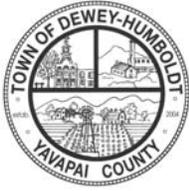
**Recommendation: Direct to release the new website**

**Summary:**

Town's current website has reached its end-of-life span. It has been hacked a few times and needs a secure hosting server and perhaps an upgrade in its template. Council directed in 2016 to work on the website. After over a year's preparation, we are presenting you with the new town website at this meeting. The production site is: <https://az-deweyhumboldt.civicplus.com/>

Feel free to take a look at the site. Staff will go over it with the Council at the meeting. We recommend the site go live. Once it is live, it will replace the current website but remain the web address – [www.dhaz.gov](http://www.dhaz.gov). We will continue to maintain the site just like how we handle the current site.

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**Phone 928-632-7362 ▪ Fax 928-632-7365**

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## **TOWN COUNCIL REGULAR MEETING**

**June 6, 2017, 6:30 p.m. Town Council Meeting Chambers**

**Agenda Item # 8.2. Town Code Section 31.17 Appointments for Boards, Committees and Commission. Removing Background Check, modifying interview wording and discussion of application submittal deadline options.**

**To: Mayor and Town Council Members**

**From: Judy Morgan, Town Clerk**

**Date submitted: May 24, 2017**

### **Summary:**

At the April 11, 2017 Work Session Council determined to change the Appointment to Commissions, Committees and Boards sections of town code in these ways:

1. Deleting the current background and interview wording from Town Code;
2. the addition of language regarding a cut-off date for applications;
3. the Chair can attending Council's interview meeting and ask questions of the applicant(s) there.

#1: Eliminate the 'vetting' process by removing the background check wording from town code along with the requirement for the chair of the commission, committee or board to interview and recommend in advance of the Council interview. This can be accomplished by the removal of the last sentence in Section 31.17(D) All proposed appointees shall be subject to a background check and shall be interviewed by the Chair of the board, commission or committee prior to submission of the name to the Council for approval of the appointment.

#2: After research on how to best set a deadline for submission of applications it became apparent that we needed to know the Council's collective philosophy on this subject. Is it important to have applications included in the packet for prior research and review, or not? Without the vetting process a deadline is only needed to ensure applications can be included in the meeting packet. By including these in the packet it allows Council the time to do their research and review on the applicants. If Council feels it is more important to allow for last minute submissions, then applications received after the packet goes out can be disseminated to Council at the meeting.

Here are some options to consider:

- a. Wait to see whether this is a persistent problem that requires codification or policy, and then come up with a code or policy. This would allow Council to establish the collective philosophy why it is important to have a cut-off deadline. Staff believes that the cut-off date is unnecessary once the vetting process of the background check and the prior interview by the Chair is removed from the Code.
- b. Consider establishing a 3 Councilmember Subcommittee to interview and make recommendations to council for appointments to committees, commissions and boards.

#3: Section 31.18 (C)(2) includes the participation of the chair as a member of the interview panel already, therefore no additional wording or changes are recommended.

**Recommendation:**

Direct staff to develop an ordinance removing the last sentence in Section 31.17 (D); bringing it to Council for adoption at a future meeting.

Wait to see if it is necessary to establish a codified deadline.

Attachments: 1) Draft Ordinance 17-XXX Modifying 31.17(D); 2) Codes related to Appointments: 31.17, 31.18, 30.016

**ORDINANCE No. 17-XXX**

**AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF DEWEY-HUMBOLDT, COUNTY OF YAVAPAI, ARIZONA, AMENDING THE TOWN OF DEWEY-HUMBOLDT, ARIZONA CODE OF ORDINANCES, TITLE III ADMINISTRATION, CHAPTER 31 TOWN ORGANIZATIONS AND DEPARTMENTS, SUBCHAPTER BOARDS, COMMISSIONS AND CITIZENS COMMITTEES, § 31.17 APPOINTMENTS REMOVING BACKGROUND CHECKS ON APPOINTEES; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING PENALTIES.**

**Now, Therefore,** Be it ordained by the Mayor and Common Council of the Town of Dewey-Humboldt, Arizona, as follows:

Section I. In General

The Town of Dewey-Humboldt, Arizona Code of Ordinances, Title III Administration, Chapter 31 Town Organizations and Departments, Subchapter Boards, Commissions and Citizens Committees, Section 31.17 Appointments is hereby amended to read as follows (additions in ALL CAPS; deletions in ~~strikeout~~):

**§ 31.17 Appointments.**

- (A) All voting members of town boards, commissions, or Citizen Committees shall be appointed by Council action (by motion or resolution) and shall serve at the pleasure of the town council.
- (B) The motion, ordinance, or resolution establishing boards, commissions, or Citizen Committees shall include the number of members, the purpose for which the board, commission, or Citizen Committee is organized, and the duties thereof.
- (C) Members of town boards and commissions shall be residents of the town. Non-voting Citizen Committee members may be nonresidents.
- (D) All appointees should bring the skill, integrity, knowledge, interest and commitment to evaluating issues in the broad context of the public interest. To the extent possible, appointees should be selected to represent a broad cross-section of the community relative to the purpose of the agency. ~~All proposed appointees shall be subject to a background check, and shall be interviewed by the chair of the board, commission, or committee prior to submission of the name to the council for approval of the appointment.~~

(E) Appointees may serve an unlimited number of consecutive terms on a given board, commission or Citizen Committee (except where specifically limited), at the discretion of the town council.

(F) The Town Clerk shall provide application forms and maintain a composite listing of all applications on file which have been received. Applications shall be retained for one year.

Section II. Savings Clause

If any section, subsection, sentence, clause, phrase, or portion of this Ordinance as amended is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remainder of this Ordinance.

Section III. Repeal of Conflicting Ordinance

All other code provisions, ordinances, or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed as of the effective date hereof.

Section IV. Penalties

Any person found responsible for violating any provision of this Ordinance shall be subject to the civil sanctions and habitual offender provisions set forth in Section 10.99 of the Dewey-Humboldt Code of Ordinances

**PASSED AND ADOPTED** by the Mayor and Common Council of the Town of Dewey-Humboldt, Arizona, this \_\_\_\_ day of \_\_\_\_\_, 2017, by the following vote:

AYES: \_\_\_\_\_

NAYES: \_\_\_\_\_ ABSENT: \_\_\_\_\_

EXCUSED: \_\_\_\_\_ ABSTAINED: \_\_\_\_\_

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Terry Nolan, Mayor

ATTEST:

\_\_\_\_\_  
Judy Morgan, Town Clerk

APPROVED AS TO FORM:

---

Susan D. Goodwin, Town Attorney

I, JUDY MORGAN, TOWN CLERK, DO HEREBY CERTIFY THAT A TRUE AND CORRECT COPY OF THE ORDINANCE NO. 16-127 ADOPTED BY THE COMMON COUNCIL OF THE TOWN OF DEWEY-HUMBOLDT, ARIZONA ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2016, WAS POSTED IN THREE PLACES ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2016.

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Judy Morgan, Town Clerk

## 8.2. Attachment 2 Code Sections related to Appointments

### § 31.17 APPOINTMENTS.

(A) All voting members of town boards, commissions, or Citizen Committees shall be appointed by Council action (by motion or resolution) and shall serve at the pleasure of the Town Council.

(B) The motion, ordinance, or resolution establishing boards, commissions, or Citizen Committees shall include the number of members, the purpose for which the board, commission, or Citizen Committee is organized, and the duties thereof.

(C) Members of town boards and commissions shall be residents of the town. Non-voting Citizen Committee members may be nonresidents.

(D) All appointees should bring the skill, integrity, knowledge, interest and commitment to evaluating issues in the broad context of the public interest. To the extent possible, appointees should be selected to represent a broad cross-section of the community relative to the purpose of the agency. ~~All proposed appointees shall be subject to a background check and shall be interviewed by the Chair of the board, commission or committee prior to submission of the name to the Council for approval of the appointment.~~

(E) Appointees may serve an unlimited number of consecutive terms on a given board, commission or Citizen Committee (except where specifically limited), at the discretion of the Town Council.

(F) The Town Clerk shall provide application forms and maintain a composite listing of all applications on file, which have been received. Applications shall be retained for one year.

(Ord. 09-49, passed 4-7-2009; Am. Ord. 16-127, passed 4-5-2016)

### § 31.18 VACANCY OF OFFICE.

(A) If a member of a board, commission, or Citizen Committee (1) is absent from three regular meetings of the board or commission, consecutively or within a calendar quarter, and the chair thereof recommends removal, (2) has violated the Code of Ethics, or (3) ceases to be a qualified elector and resident of the town (in the case of a board, commission, or executive members of a committee), that office shall become vacant upon the declaration of Council. The Council may, for good cause or upon recommendation of the Chair of the agency, determine that a vacancy has not been created.

(B) Resignations may be submitted at any time to the Town Council either directly or through the board, commission, or Citizen Committee chair. Resignations are effective upon submittal.

(C) Upon notice of a vacancy, town staff shall initiate an appointment procedure similar to that for Council (described in § 30.016), leading to a recommendation to the Town Council for a successor of the vacancy and the successor will be appointed to serve only to the date of the unexpired term. The commission, board, or committee appointment process differs from the Council appointment process in that, (1) the call for applications may be advertised (if requested by the Council, commission, board, or committee), and (2) the chair of the commission, board, or committee will participate as a member of the interview panel.

### § 30.016 VACANCIES ON TOWN COUNCIL.

(A) The Council shall fill any vacancy that may occur for whatever reason by appointment until the next regularly scheduled Council election, if the vacancy occurs more than 30 days before the nomination petition deadline.

(B) If the vacancy occurs 30 days or less before the nomination petition deadline, the vacancy shall be filled by appointment for the unexpired term.

(Ord. 09-49, passed 4-7-2009; Am. Ord. 09-56, passed 9-8-2009; Am. Ord. 10-79, passed 12-7-2010; Am. Ord. 12-90, passed 2-7-2012)

Recommendations for handling a deadline to submit application to be included in a packet:

1. Create a policy or SOP that gives a guideline (When advertising for vacancy, a due date will be set prior to the agenda making day, so applications can be included in the packet).
2. Council creates an Appointments Subcommittee consisting of 3 councilmembers. They review all applications, interview applicants, if desired, and make a recommendation to Council. Consider whether to select for all or only Planning and Zoning Commission and Board of Adjustment. (See Chino Valley Resolution 482)

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**TOWN COUNCIL REGULAR MEETING**

**June 6, 2017, 6:30 p.m. Town Council Meeting Chambers**

**Agenda Item # 9.1. Council adoption of the Fiscal Year 2017-2018 Tentative Budget.**

**To: Mayor and Town Council Members**

**From: Yvonne Kimball, Town Manager**

**Date submitted: May 26, 2017**

**Recommendation: Adopt the Tentative Budget, by motion.**

**Summary:**

Enclosed is a summary of the Tentative Budget. State law requires that Council adopts the Tentative Budget. The total amounts proposed to be spent in the final budget can not exceed the total amounts proposed in the Tentative Budget. The total expenditure in the tentative budget is \$4,043,016.

There are a few things we need to finish after the tentative budget is adopted: A. Upon your adoption, we will immediately conduct required postings. B. In addition, staff received the revenue updates from the League and we will finish adjusting the revenues for the Final Budget (the total expenditures will not be changed). C. I hope to receive the final Library Services IGA from the County.

The final budget is scheduled to be adopted at the July 18, 2017 meeting (Due to the Independence Day holiday, there will be no regular meeting on July 4<sup>th</sup>).

	<b>EXPENDITURE SUMMARY BY FUNDING SOURCE (REVENUE)</b>				
	<b>GENERAL REVENUES</b>	<b>HURF REVENUES</b>	<b>GRANTS</b>	<b>CASH FUND BALANCE ALL FUNDS</b>	<b>TOTAL</b>
<b>Estimates of Revenues and Expenditures</b>					
Revenues and Available CF Balance	1,791,516	359,965	1,570,000	321,535	4,043,016
<b>Expenditures</b>					
Town Council & Legal	190,790				190,790
Magistrate	97,410				97,410
Public Safety	430,346				430,346
Town Clerk	190,169				190,169
Finance	118,294				118,294
IT Support	69,500				69,500
Cost Over-run Contingency					-
Community Development	313,290				313,290
Public Works & Engineering					
Operational	339,831	199,500			539,331
Capital Expenditures	13,000	282,000	1,570,000		1,865,000
Cost Over-run Contingency				200,000	200,000
Transfer (GF to HURF)	28,886				28,886
<b>Budgeted Expenditures</b>	<b>\$ 1,791,516</b>	<b>\$ 481,500</b>	<b>\$ 1,570,000</b>	<b>\$ 200,000</b>	<b>\$ 4,043,016</b>

Attachment: FY 17-18 Tentative Budget text provided separately to Council (on May 26, 2017)

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**COUNCIL AGENDA ACTION REQUEST FORM**

Meeting Type:  Regular  Special  Work Session

Meeting Date: 6/6/17

Date of Request: 5/24/17

Type of Action:  Routine/Consent  Regular

Requesting:  Action  Report Only

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

To have council appoint Ms. Wendt as official council liaison to  
the FireWise Board

*See attached  
→*

**Purpose and Background Information (Detail of requested action).** Council has identified "FireWise" activities

as a town priority. Council agreed that the FireWise activities need to continue. In order to monitor the FireWise program and support it, I recommend Council appoint a Council Liaison to oversee the FireWise activities. I recommend CM Wendt. Ms Wendt has been contributing as a volunteer before she was elected and continues to be a leader of the activities. It makes sense the council ought to appoint her officially. The expectation of the Liaison is to report FireWise activities regularly to Council and to request financial or staff support at the time of the reports.

**Staff Recommendation(s):** FireWise Board meets once a month. Staff can add an agenda item each month for the FireWise Liaison to report and make requests. Following Council's direction, staff would be able to devote time and/or disburse fund towards the firewise activities.

**Budgeted Amount:** n/a

**List All Attachments:** \_\_\_\_\_

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

**Special Equipment needed:**  Laptop  Remote Microphone  
 Overhead Projector  Other: \_\_\_\_\_

**Contact Person:** Mayor, Nolan

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

Council has identified "FireWise" activities as a town priority. Council agreed that the FireWise activities need to continue. In order to monitor the FireWise program and support it, I recommend Council appoint a Council Liaison to oversee the FireWise activities. I recommend CM Wendt. Ms Wendt has been contributing as a volunteer before she was elected and continues to be a leader of the activities. It makes sense the council ought to appoint her officially. The expectation of the Liaison is to report FireWise activities regularly to Council and to request financial or staff support at the time of the reports.