

**TOWN COUNCIL OF DEWEY-HUMBOLDT
STUDY SESSION & SPECIAL MEETING NOTICE**

Tuesday, January 8, 2019, 2:00 P.M.

**STUDY SESSION & SPECIAL MEETING
2735 S. HWY 69, SUITE 10**

**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. Roll Call. Town Council Members Karen Brooks; Lynn Collins, John Hughes, Mark McBrady, Amy Timmons, Vice Mayor Victoria Wendt and Mayor Terry Nolan.

3. Study Session.

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A. Discuss getting update from ADOT on improvements for 69 and 169 intersection
(CAARF – CM Collins)

5

B. Begin to discuss updates to Town codes to encourage commercial users. Especially the need for an infill development policy, or code, on lots greater than one (1) acre
(CAARF – CM Collins)

7

C. Discuss tentative meeting date for special study session regarding Council’s vision for future goals (CAARF – Mayor Nolan)

4. Special Meeting. Legal action may be taken.

9

A. Discuss Presiding Magistrate Judge Selection Process

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B. Protocol for contacting outside sources to identify requirements to complete the Blue Hills ingress/egress project (CAARF – CM Brooks)

13

C. Permission to contact Isabelle Rollins to review required paperwork for CDBG funds
(CAARF – CM Brooks)

15

D. Change the time of the work session from 2:00 p.m. to 6:30 p.m. (CAARF – CM Brooks)

17

E. Discussion of Town Manager position vacancy and review and possible approval of proposed advertisement

F. Discussion of possible appointment and compensation of Ed Hanks, Public Works Director, to serve as interim Town Manager.

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G. Council Regional Organization Appointments [per PG No. 15-01]

1. Central Yavapai Metropolitan Planning Ass’n. (CYMPO)

2. Greater Prescott Regional Economic (GPREP)

3. Northern Arizona Council of Government (NACOG)

4. Yavapai County Interagency Coordination Committee (Emergency Management)

5. Yavapai Regional Medical Center (YRMC)

6. Greater Arizona’s Mayor’s Ass’n. (GAMA)

7. Central Arizona Fire & Medical Authority (CAFMA)

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H. Appointment of the Vice Mayor [per Town Code §30.031(E)]

5. Adjourn.

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.

For Your Information:

Next Town Council Meeting: Tuesday, January 15, 2019 at 6:30 p.m.

Next Town Council Work Session: Tuesday, February 5, 2019 at 2:00 p.m.

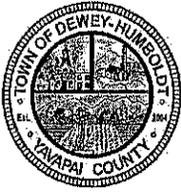
Next Planning & Zoning Meeting: Thursday, February 7, 2019 at 6:00 p.m.

If you would like to receive Town Council agendas via email, please sign up at AgendaList@dhaz.gov and type Subscribe in the subject line, or call 928-632-7362 and speak with Julie Gibson, 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 4th day of January, 2019, 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.



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

RECEIVED

DEC 28 2018

Dewey-Humboldt

COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: 1-08-19

Date of Request: 12-28-18

Requesting: Action Discussion or Report Only

Type of Action: Routine/Consent Agenda Regular

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

DISCUSS getting update from ADOT on improvements for 69 and 169 intersection -

Purpose and Background Information (Detail of requested action). On Aug 25 2018

the Daily Courier quoted Alvin Stump about doing a roundabout there and that other possibilities may exist; our citizens and town council should be updated on the planning of the intersection

Staff Recommendation(s): _____

Budgeted Amount: _____

List All Attachments: _____

Type of Presentation: _____

Special Equipment needed: Laptop Remote Microphone

Overhead Projector Other: _____

Contact Person: Lynn Collins

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

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RECEIVED

DEC 28 2018

Dewey-Humboldt

COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: 1-08-19

Date of Request: 12-20-18

Requesting: Action Discussion or Report Only

Type of Action: Routine/Consent Agenda Regular

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

Begin to Discuss improvement to codes to encourage commercial users, especially the need for an infill development policy or code, on >1 acre lots

Purpose and Background Information (Detail of requested action). Purpose of infill

policy would be to allow a more compact development by relaxing design, open space and setback requirements. These policies + codes hinder much needed commercial. Best example is 1/2 acre lot, kitchen and

Staff Recommendation(s): _____

Budgeted Amount: _____

List All Attachments: _____

Type of Presentation: _____

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

Contact Person: Lynn Collins

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COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: 1/08/19

Date of Request: 1/02/19

Requesting: Action Discussion or Report Only

Type of Action: Routine/Consent Agenda Regular

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

discuss Tentive meeting date for
special study session regarding Council's Vision

Purpose and Background Information (Detail of requested action): for future goals

Council was Requested To bring forth 10 ideas
for goals of the towns next 3 year.

Staff Recommendation(s): _____

Budgeted Amount: _____

List All Attachments: _____

Type of Presentation: _____

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

Contact Person: Mayor, Nolan

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

Dewey-Humboldt

JAN 03 2019

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TOWN COUNCIL SPECIAL STUDY SESSION

January 8, 2019 – 2:00 p.m. Town Council Meeting Chambers

Agenda Item - #4. A. Presiding Magistrate Judge Selection Process

To: Mayor and Town Council Members
From: Magistrate Judge Catherine Kelley
Date submitted: December 19, 2018

Summary:

An advertisement for applications for the position of Presiding Magistrate closed on November 2, 2018. Eight highly qualified persons applied. The next step toward selecting a Presiding Magistrate is for the Council to determine the process they would like to follow in that selection.

Recommendation:

1. The number of applicants to be interviewed;
2. The interview format; and
3. The interview date(s) need to be decided by the Council.

The initial decision should be the number of applicants to interview. As there are only eight applicants, and that is a reasonable number, the Council may want to interview all eight. Four of the applicants are sitting judges; two have “light” judicial experience; and two have not had judicial experience. All eight applicants are attorneys. Although it might seem expedient to only interview sitting judges, each of the eight applicants does bring unique characteristics to the table that Council might want to consider.

Another method to determine who would be interviewed might be for the Council to review the applicants’ resumes together during the study and I could guide Council through the more important highlights of each person’s resume as well as answer questions for the Council. Afterwards, the Council would decide the number of interviewees.

A final method might be for the Council to review the applicants and decide which candidates it considers the top three, and then interviews would be arranged with those applicants.

After the number of applicants to be interviewed is decided, appropriate interview dates need to be chosen along with the interview format.

I will bring a selection of appropriate interview questions to the study session with recommendations regarding those questions.

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RECEIVED

DEC 28 2018

Dewey-Humboldt
11:37 am

COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: 1-8-2019 STUDY SESSION 1-22-2019 REGULAR

Date of Request: DEC. 27, 2018

Requesting: Action Discussion or Report Only

Type of Action: Routine/Consent Agenda Regular

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

PROTOCOL FOR CONTACTING OUTSIDE SOURCES TO SEE WHAT'S NEEDED TO COMPLETE A PROJECT

Purpose and Background Information (Detail of requested action). NEED TO BE ABLE TO CONTACT OTHER CORPORATIONS AND GOVERNMENT AGENCIES IN REGARDS TO BLUE HILLS EGRESS AND INGRESS ROAD/ROADS

Staff Recommendation(s): _____

Budgeted Amount: NONE

List All Attachments: NONE

Type of Presentation: ORAI

Special Equipment needed: Laptop Remote Microphone Overhead Projector Other: NONE

Contact Person: Karen Brooks

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

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DEC 28 2018

Dewey-Humboldt

COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: 1-8-2019 Study Session 1-22-2019 Regular

Date of Request: Dec. 27, 2018

Requesting: Action Discussion or Report Only

Type of Action: Routine/Consent Agenda Regular

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

PERMISSION TO CONTACT ISABELLE ROLLINS TO REVIEW ~~THE~~ REQUIRED PAPERWORK FOR CDBG FUNDS.

Purpose and Background Information (Detail of requested action). TO LEARN REQUIREMENTS FOR CDBG FUNDS, INCOME SURVEY AND OTHERS. THIS RESEARCH WOULD BE FOR CURRENT AND FUTURE FUNDING.

Staff Recommendation(s): _____

Budgeted Amount: NONE

List All Attachments: NONE

Type of Presentation: ORAL

Special Equipment needed: Laptop Remote Microphone Overhead Projector Other: NONE

Contact Person: Karen Brooks

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

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DEC 28 2018

Dewey-Humboldt

COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: 1-8-2019 Work Session 1-22-2019 Regular

Date of Request: DEC. 27, 2018

Requesting: Action Discussion or Report Only

Type of Action: Routine/Consent Agenda Regular

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

CHANGE THE TIME OF THE WORK SESSIONS FROM 2:00 P.M. TO 6:30 P.M. AT NIGHT

Purpose and Background Information (Detail of requested action). INPUT

FROM THE COMMUNITY HAS REQUESTED THAT THE STUDY SESSIONS BE CHANGED TO THE EVENING LIKE THE REGULAR MEETINGS.

Staff Recommendation(s): _____

Budgeted Amount: UNKNOWN IF THERE WOULD BE COST OR USE FLEX TIME,

List All Attachments: NONE

Type of Presentation: ORAL

Special Equipment needed: Laptop Remote Microphone

Overhead Projector Other: NONE

Contact Person: Karen Brooks

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

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Agenda Item 4. E. Att. 1

The Town of Dewey-Humboldt, AZ, population estimated at 4049, seeks an experienced management professional to manage 13 employees and a budget of \$4M. The Town Manager reports to the Mayor and Town Council; is responsible for all departments; budget preparation; personnel matters and long-term planning. In addition, the Town Manager directs activities of the Town with outside agencies and provides highly responsible and complex administrative support to the Mayor and Town Council. Salary range is \$60,000 to \$80,000. Please e-mail a cover letter and resume with five professional references to Mickey Moore at MickeyMoore@dhaz.gov. Applications will be accepted until 6:00 p.m. MST on Friday, _____, 2019.

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TOWN COUNCIL STUDY SESSION & SPECIAL MEETING

January 8, 2019 – 2:00 p.m. Town Council Meeting Chambers

Agenda Item - #4. G. Council Regional Organization Appointments

To: Mayor and Town Council Members

From: Julie Gibson, Town Clerk

Date submitted: January 4, 2019

Summary:

Council appointments for regional organizations were made at the December 18, 2018, Regular Council Meeting. There were alternate position appointments inadvertently overlooked, which require assignment.

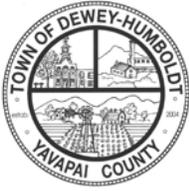
Approval of the original organization assignments and the additional modifications is necessary, as the new Council was not authorized to take action at the December 18, 2018, meeting, due to an oversight in the oath process, wherein, they were not sworn in by the Town Clerk or Town Magistrate, as required in Ordinance §30.015 (G). New Council will subscribe to an oath given by Town Clerk Gibson prior to the Tuesday, January 8, 2019, Study Session & Special Meeting.

Recommendation:

Discuss and assign alternate Council Member representation to the indicated regional appointments. Approve the appointments by motion.

1. Central Yavapai Metropolitan Planning Ass'n. (CYMPO)
Primary - Mayor Terry Nolan; **Alternate –**
2. Greater Prescott Regional Economic (GPREP)
Primary – CM John Hughes
3. Northern Arizona Council of Government (NACOG)
Primary – CM Karen Brooks; **Alternate –**
4. Yavapai County Interagency Coordination Committee (Emergency Management)
Primary – Vice Mayor Victoria Wendt; **Alternate -**
5. Yavapai Regional Medical Center (YRMC)
Primary – CM Amy Timmons; **Alternate -**
6. Greater Arizona's Mayor's Ass'n. (GAMA)
Primary – Mayor Terry Nolan; **Alternate – Vice Mayor Victoria Wendt**
7. Central Arizona Fire & Medical Authority
Primary – Vice Mayor Victoria Wendt; Alternate – CM Karen Brooks

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TOWN COUNCIL STUDY SESSION & SPECIAL MEETING

January 8, 2019 – 2:00 p.m. Town Council Meeting Chambers

Agenda Item - #4. H. Appointment of the Vice Mayor [per Town Code §30.031(E)]

To: Mayor and Town Council Members

From: Julie Gibson, Town Clerk

Date submitted: January 4, 2019

Summary:

Council approved by motion the appointment of Councilmember Victoria Wendt to serve as Vice Mayor at the December 18, 2018, Regular Council Meeting.

New Council was not authorized to take action at the December 18, 2018, meeting, due to an oversight in the oath process, wherein, they were not sworn in by the Town Clerk or Town Magistrate, as required in Ordinance §30.015 (G). New Council will subscribe to an oath given by Town Clerk Gibson prior to the Tuesday, January 8, 2019, Study Session & Special Meeting.

Recommendation:

Approve by motion the appointment of Councilmember Victoria Wendt to serve as Vice Mayor.