

**TOWN COUNCIL OF DEWEY-HUMBOLDT
STUDY SESSION MEETING NOTICE AND AGENDA**

Tuesday, March 10, 2020, 6:30 P.M.

**DEWEY-HUMBOLDT TOWN HALL
COUNCIL CHAMBERS
2735 S. HWY 69, SUITE 10
HUMBOLDT, ARIZONA 86329**

NOTICE OF MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Dewey-Humboldt Town Council and to the general public that the Town Council will hold a meeting open to the public on **Tuesday, March 10, 2020, at 6:30 p.m.**, at the **Dewey-Humboldt Town Hall Council Chambers, 2735 S. Highway 69, Suite 10, Humboldt, Arizona 86329.**

DEWEY-HUMBOLDT TOWN COUNCIL STUDY SESSION AGENDA

The issues that come before the Town Council are often challenging and potentially divisive. To make sure we benefit from the diverse views to be presented, the Council believes public meetings to be a safe place for people to speak, and 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 the 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. Council Meetings are 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, Victoria Wendt, Vice Mayor Amy Lance and Mayor Terry Nolan.

3. Public Comment on Non-agendized Items

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. According to the Arizona Open Meeting Law, Councilmembers 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, Councilmembers are forbidden from discussing or taking legal action on matters raised during Public Comment unless the matters are properly noticed for discussion and legal action. A 3 minute per speaker limit shall be imposed. Everyone is asked to please be courteous and silent while others are speaking.

4. Study Session. Study Sessions are held for the purpose of detailed review and Council discussion. As such, Council may discuss and provide feedback on any matter listed on the agenda. No final decisions or voting occurs at Study Sessions. Agenda language may vary from that in CAARFs for Open Meeting Law purposes.

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A. Presentation and discussion with Liza Noland, Local First Arizona, on who Local First Arizona is, the functions of Local First Arizona, and how the Town may be able to partner with Local First Arizona; obtain Council feedback on next steps. (From the February 4, 2020 Regular Meeting)

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B. Presentation and discussion with Pat Walker, Pat Walker Consulting, relating to the Fiscal Year 2020/21 Budget process, including the budget calendar, project prioritization and roles and responsibilities. (Staff CC)

C. Discussion and obtain Council feedback on a business development program, in conjunction with funding opportunities from the Rural Business Development Grant program offered by the United States Department of Agriculture. (Staff CC)

5. Adjourn.

For Your Information:

Next Town Council Meeting: Tuesday, March 17, 2020 at 6:30 p.m.
Next Planning & Zoning Meeting: Thursday, April 9, 2020 at 6:00 p.m.
Next Town Council Work Session: Tuesday, April 14, 2020 at 6:30 p.m.

Persons with a disability may request reasonable accommodations by contacting the Town Hall at (928) 632-7362 at least 24 hours in advance of the meeting.

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 _____ of _____, 2020, at _____ a.m./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.

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 Tim Mattix, Town Clerk.



Rural Development Council

Building Opportunity in Arizona



Who Are We

- Liza Noland: Director of Rural Programs
- Stacey Faulkner: Senior Manager of Rural Programs
- Solangel Leyva: Rural Program Coordinator



Our Mission

- Target systems of inequity and build prosperity for all Arizonans
- Action-Oriented vs “Planning”
- Outcome vs Process
- Agile in both approach and audience



ROAD MAP TO THE

**BUSINESS &
WORKFORCE
DEVELOPMENT**

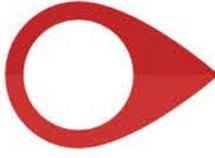
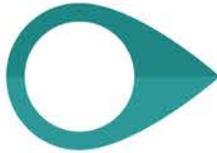
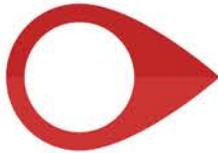
**COMMUNITY
ENGAGEMENT**

**FOOD
SYSTEMS**

**TOURISM &
MARKETING**

**YOUTH
ENGAGEMENT**

**WASTE &
SUSTAINABILITY**



Community Activation Programs

COMMUNITY ENGAGEMENT

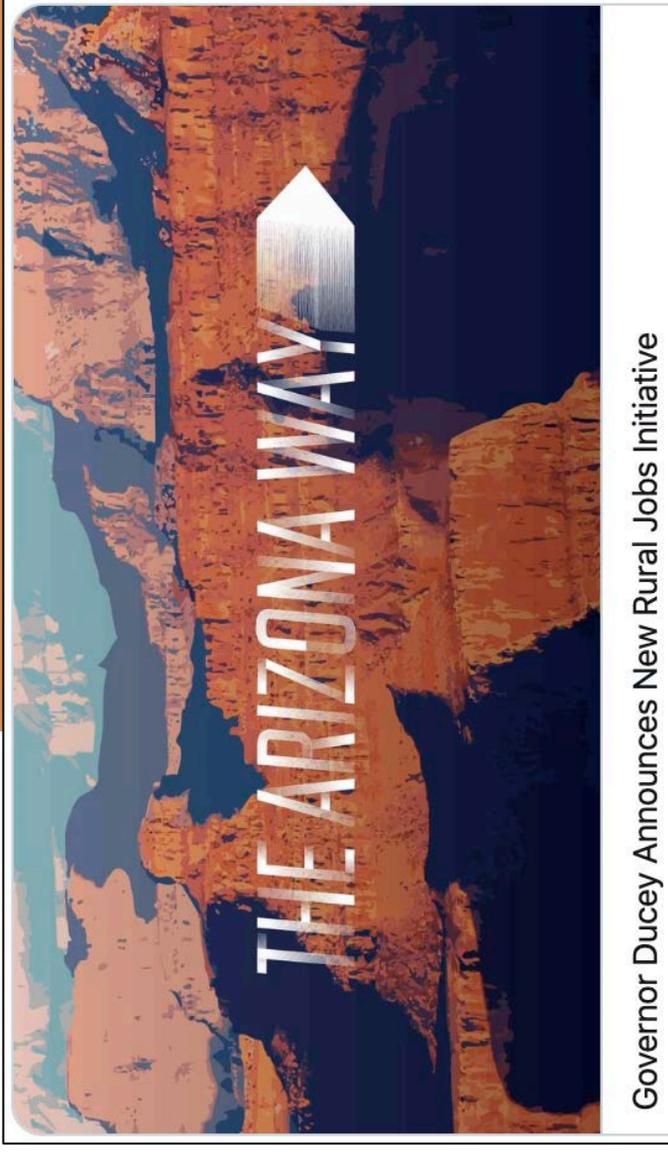
- Building Momentum
- Breaking Down Silos
- Bridge Building
- Volunteerism
- Localism
- Community Health
- Civic Engagement



Community Activation Programs

BUSINESS & WORKFORCE DEVELOPMENT

- TPM® Employer-Led Workforce Development
- Entrepreneurial Ecosystems
- Micro Loans
- Capacity Building / Leadership Development
- Business Retention and Expansion Programs
- Strategic Chamber of Commerce Programming



METRO SPIN

165,691 JOBS

Projected to be added in the next 2 years

84.7%

Of job growth accounts from the Greater Phoenix area



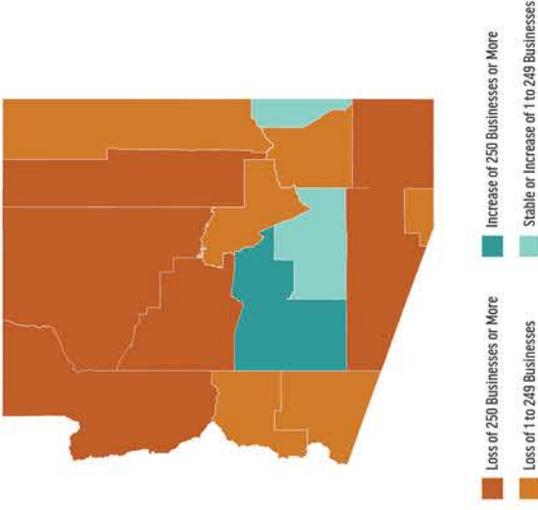
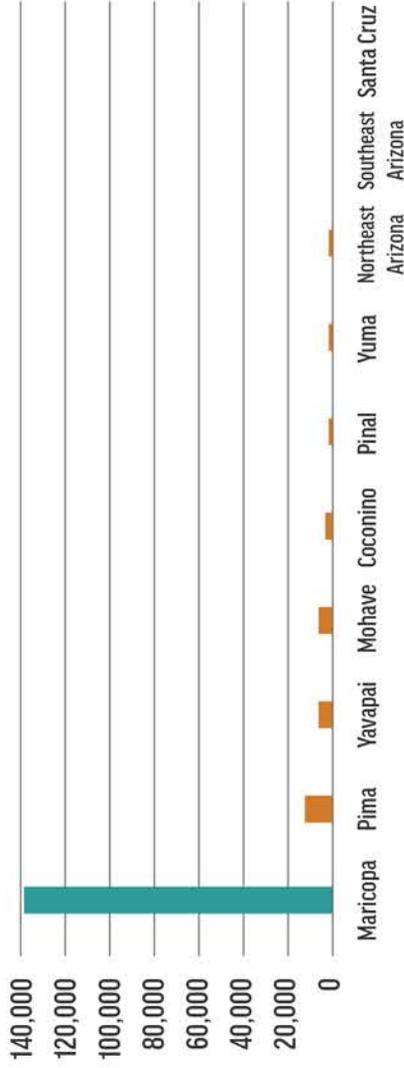
#2 in the U.S. for job growth
(Bureau of Labor Statistics)

#4 fastest growing state in the U.S.
(U.S. Census Bureau)

#3 in GDP growth in the U.S.
(Bureau of Labor Statistics)

RURAL REALITY

JOBS ADDED BY REGION



78 JOBS / PER MONTH

Yuma job growth through 2020

190 JOBS / PER DAY

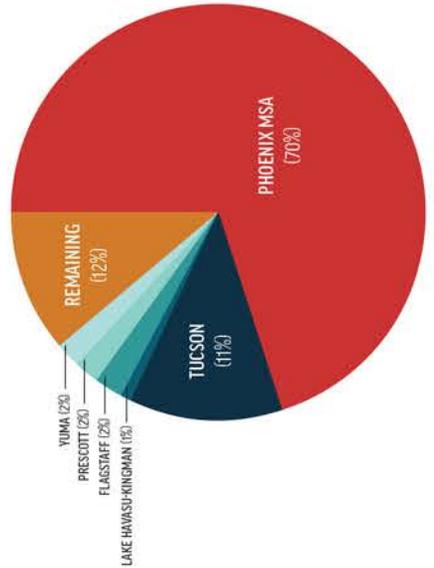
Maricopa job growth through 2020

<30%

Rural Real GDP

70.2%

Greater Phoenix Real GDP



2017 REAL GDP (CHAINED)



LOCAL FIRST ARIZONA
FOUNDATION
Rural Development Council

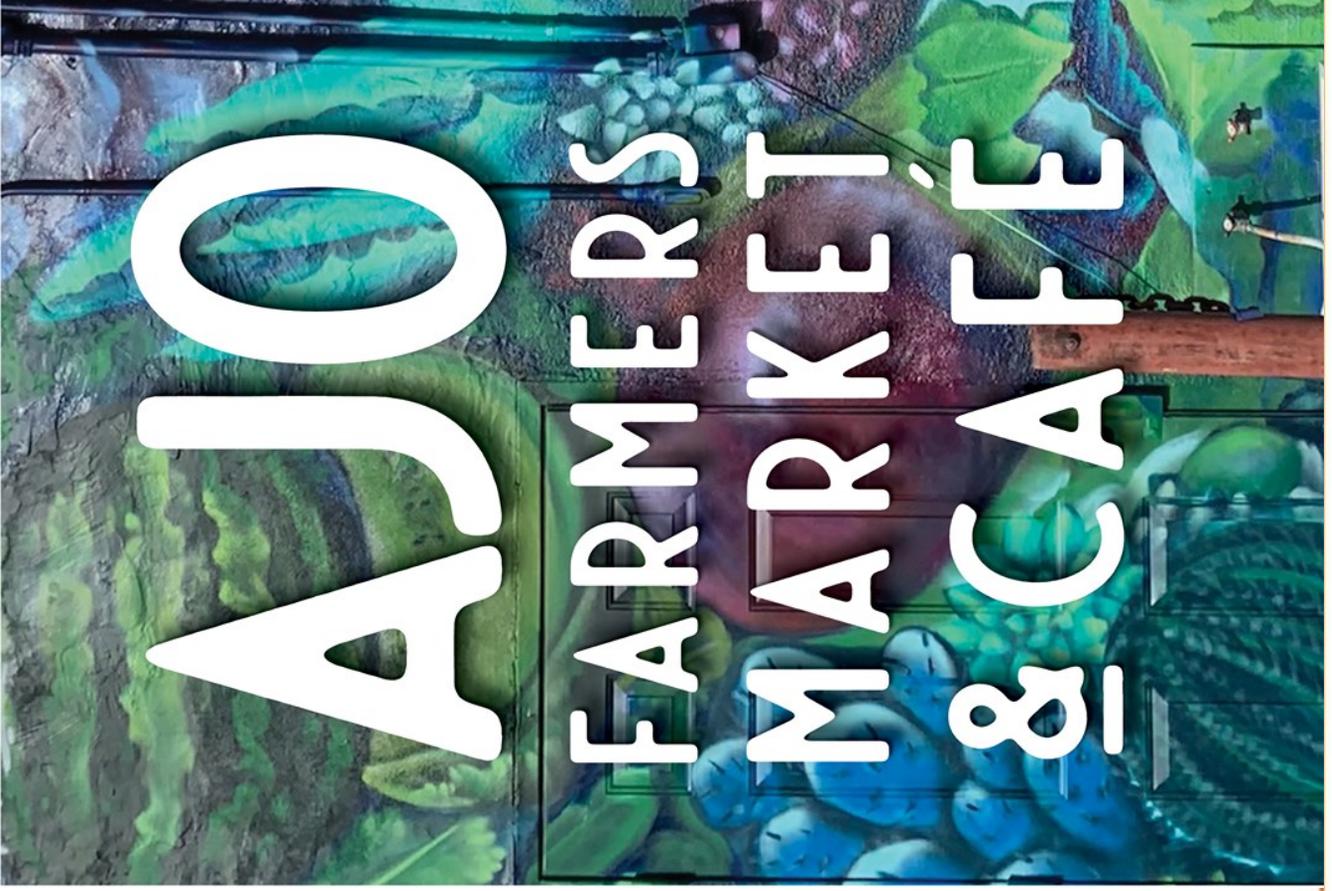


Greater Yuma
ECONOMIC DEVELOPMENT CORP

Community Activation Programs

TOURISM & MARKETING

- Branding
- Eco-Tourism
- Agritourism
- Arts & Culture
- Content Development/Blogging



Community Activation Programs

FOOD SYSTEMS

- Addressing Food Insecurities
- Food Cooperatives
- Community Gardens & Farmers Markets
- Agricultural Business Support



Community Activation Programs

YOUTH ENGAGEMENT

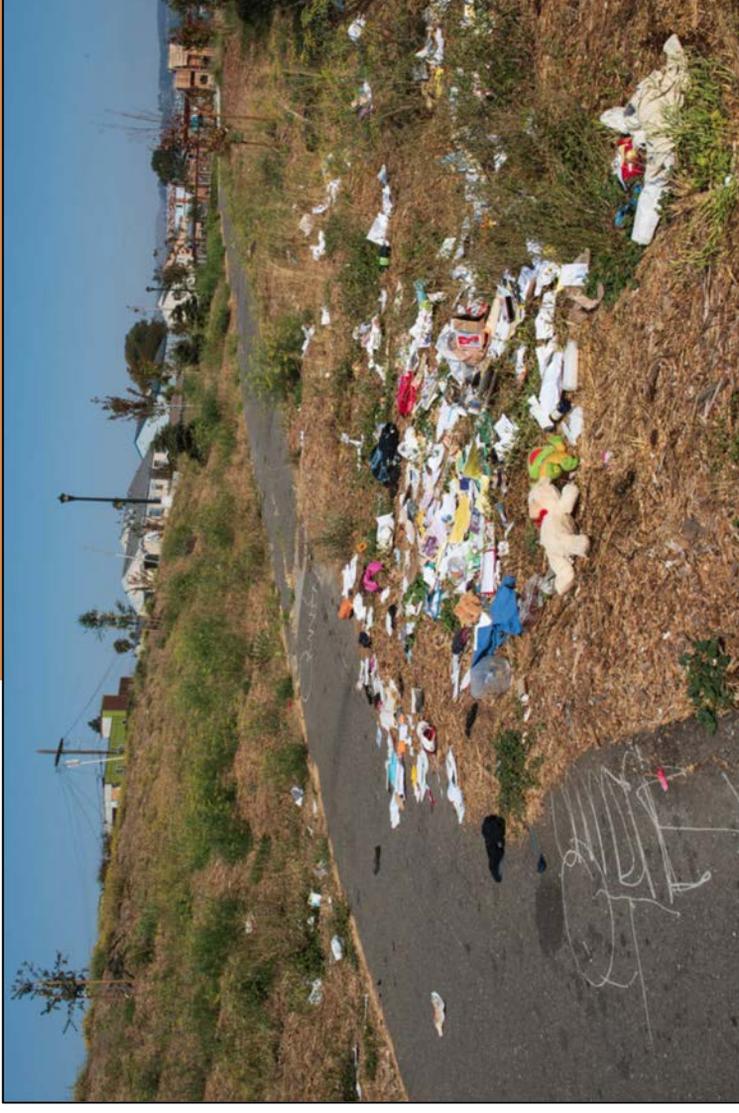
- Community Visioning Forums
- STEM & Trade Exposure
- Connecting schools with locally owned businesses
- Civic Engagement Workshops



Community Activation Programs

WASTE & SUSTAINABILITY

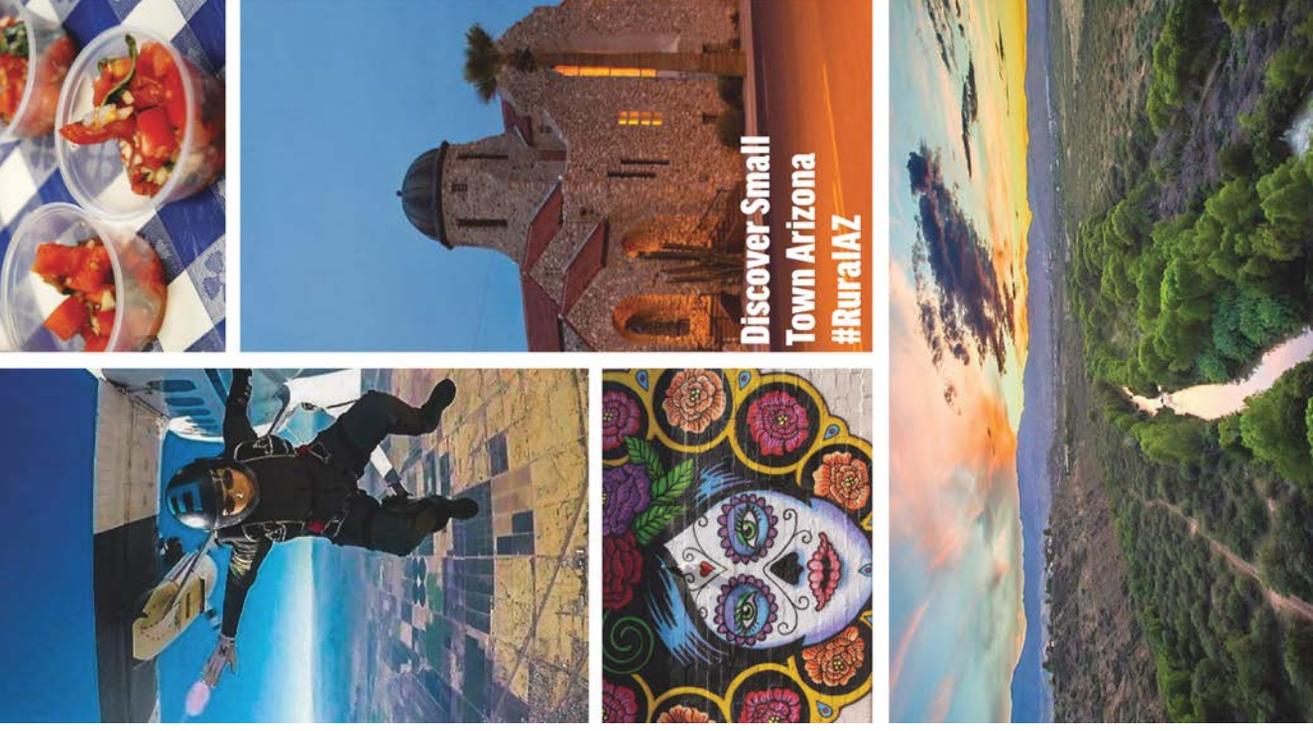
- Climate Change
- Green Business Certification
- Keep Arizona Beautiful
- ADEQ Brownfields



What Can You Do

ADVOCATE & PROMOTE

- #RuralAZ
- RuralAZ.com
- WeekendZona
- Leverage Partnerships
- Rural Policy Forum Speakers/Topics



RuralAZ.com





Building Opportunity in Arizona

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COUNCIL COMMUNICATION

Study Session Meeting Date: **March 10, 2020**

Agenda Item: **4.B.**

Submitted by: Edward L. Hanks, Jr., Town Manager

Subject:

Presentation and discussion with Pat Walker, Pat Walker Consulting, relating to the Fiscal Year 2020/21 Budget process, including the budget calendar, project prioritization and roles and responsibilities.

Purpose:

For Council to receive and discuss the Fiscal Year 2020/21 Budget process, including the budget calendar and roles and responsibilities throughout the budget process. Tonight's presentation is an introduction to the budget process, before the review of the Town Manager's recommended budget begins.

Background:

At the February 18, 2020 Council Meeting, Council authorized the Town Manager to enter into a contract with Pat Walker, Pat Walker Consulting, to perform duties related to the vacant Finance Manager position. Part of the Finance Manager's duties include assistance throughout the budget.

As the first step in the Fiscal Year 2020/21 Budget, staff is presenting a budget calendar for Council review, as well as roles and responsibilities, to ensure that expectations throughout the budget process are clear from the beginning.

Financial Impact:

There are no identified Financial Impacts for this presentation.

Attachments:

Materials to be provided at the meeting.

Town of Dewey-Humboldt
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COUNCIL COMMUNICATION

Study Session Meeting Date: **March 10, 2020**

Agenda Item: **4.C.**

Submitted by: Edward L. Hanks, Jr., Town Manager

Subject:

Discussion and obtain Council feedback on a business development program, in conjunction with funding opportunities from the Rural Business Development Grant program offered by the United States Department of Agriculture.

Purpose:

To begin a visioning process that will ultimately lead to the establishment of a business development program. This will be the first in a number of discussions that will ultimately result in written procedures and authorization for staff to apply to the United States Department of Agriculture ("USDA") for Rural Business Development Grant funding in 2021 for a specific purpose as approved by Council. Staff is seeking Council input tonight on the Town's strategy for proceeding and on the timeline by which Council would like to receive updates at Study Sessions.

Background:

At the January 14, 2020, Study Session, Jeff Hays from the USDA provided an overview of various grant and loan opportunities through the USDA that are available to rural communities. While the USDA offers several categories of funding, tonight's discussion is only for the Rural Business Development Grant ("RBDG") program, in which funding is granted to cities and towns to then be loaned to local businesses at a low-business interest rate.

The USDA's RBDG program is to assist in the development of small and emerging private business enterprises in rural areas. Grants are provided to non-profit organizations or to local government entities, who manage the distribution of funds to local businesses via low-interest loans. The USDA's timing typically involves:

- Late January – RBDG application window opens;
- April – window to apply for grants closes;
- July – grants awarded;
- October – programs start.

RBDG funding is offered for a variety of reasons. Examples provided by the USDA include for Technical Assistance/Planning, Direct Assistance, and Re-Lending to businesses.

The Town's focus for the program will be brought to Council at a future meeting. Staff is recommending that the following steps be taken:

- Staff hold meetings with local businesses to discuss the program and receive input from the businesses as to what they feel would best serve the community;
- Staff hold a community meeting at which feedback is invited from the community as to what the community sees as needs;
- Staff return to Council at a future meeting to discuss the outcome of the business and community meetings and begin to discuss the best options for a Town program.

Financial Impact:

There are no identified Financial Impacts associated with this presentation. Costs for the meetings with businesses and the community will be limited to staff time and copy costs.

Attachments:

RBDG Fact Sheet; Excerpt from USDA's January 14, 2020, presentation to Council

Town of Dewey-Humboldt

P.O. Box 69

Humboldt, AZ 86329

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www.dhaz.gov



Rural Business Development Grants (RBDG)

What does this program do?

RBDG is a competitive grant designed to support targeted technical assistance, training and other activities leading to the development or expansion of small and emerging private businesses in rural areas that have fewer than 50 employees and less than \$1 million in gross revenues. Programmatic activities are separated into enterprise or opportunity type grant activities.

Who may apply for this program?

Rural public entities including, but not limited to:

- Towns
- State agencies
- Nonprofit Corporations
- Federally recognized Tribes
- Communities
- Authorities
- Institutions of Higher Education
- Rural Cooperatives

What is an eligible area?

RBDG funds must be directed for projects benefitting rural areas or towns outside the urbanized periphery of any city with a population of 50,000 or more. **Check eligible areas.**

How much funding is available?

There is no maximum grant amount for enterprise or opportunity type grants; however, smaller requests are given higher priority. Generally, grants range from \$10,000 up to \$500,000. There is no cost sharing requirement. Total opportunity type grant funding is limited statutorily to up to 10% of the total RBDG annual funding.

How may funds be used?

Enterprise type grant funds must be used on projects to benefit small and emerging businesses in rural areas as specified in the grant application. Uses may include:

- Training and technical assistance, such as project planning, business counseling/training, market research, feasibility studies, professional/technical reports, or product/service improvements
- Acquisition or development of land, easements, or rights of way; construction, conversion, renovation, of buildings, plants, machinery, equipment, access streets and roads, parking areas, utilities

- Pollution control and abatement
- Capitalization of revolving loan funds including funds that will make loans for start-ups and working capital
- Distance adult learning for job training and advancement
- Rural transportation improvement
- Community economic development
- Technology-based economic development
- Feasibility studies and business plans
- Leadership and entrepreneur training
- Rural business incubators
- Long-term business strategic planning

Opportunity type grant funding must be used for projects in rural areas and they can be used for:

- Community economic development
- Technology-based economic development
- Feasibility studies and business plans
- Leadership and entrepreneur training
- Rural business incubators
- Long-term business strategic planning



Rural Business Development Grants (RBDG)

How are applications evaluated for competitive funding?

RBDG applications compete at the state office level, which are dependent on appropriations.

All applications are evaluated based on:

- Evidence showing job creation to occur with local businesses;
- Percent of nonfederal funding committed to the project;
- Economic need in the area to be served;
- Consistency with local economic development priorities;
- Experience of the grantee with similar efforts; and
- Other factors described in the current Notice of Solicitation of Applications (NOSA), if one is published.

How do we get started?

Applications are accepted through USDA Rural Development's **local or State offices** once per year. Applicants are advised to view program information specific to your **local or State office** to learn about local application timelines, concept paper requirements, etc.

Grant awardees will need to complete required paperwork and comply with the terms and conditions of the award. Contact your **local or State office** for details.

Who can answer questions?

Contact your **local office**.

What governs this program?

- Basic Program – **7 CFR Part 4280, Subpart E**
- This program is authorized by the Consolidated Farm and Rural Development Act (ConAct)

What governed the predecessor programs of RBEG and RBOG, as well as all awards given before FY 2015?

- RBEG Basic Program - **RD Instruction 1942-G**
- RBOG Basic Program - **7 CFR Part 4284**
- This program was authorized by the Consolidated Farm and Rural Development Act (ConAct)

Why does USDA Rural Development do this?

This program provides grants for rural projects that finance and facilitate development of small and emerging rural businesses, help fund distance learning networks, and help fund employment related adult education programs. To assist with business development, RBDGs may fund a broad array of activities.

NOTE: Because citations and other information may be subject to change please always consult the program instructions listed in the section above titled "What Law Governs this Program?" You may also contact **your local office** for assistance. You will find additional forms, resources, and program information at www.rd.usda.gov. *USDA is an equal opportunity provider, employer, and lender.*

Rural Business Development Grant

- **Grants used to assist in the development of small and emerging private business enterprises in rural areas.**
- **Businesses created or expanded/Jobs created or saved**
- **Is NOT a grant for individual businesses**
- **Eligible grantees are non-profits, public bodies and federally recognized Indian Tribes.**
- **To establish or supplement a revolving loan fund**
- **To provide technical assistance to small businesses through education or training courses or seminars**
- **For site development by an eligible grantee (e.g. small business incubator, infrastructure improvements) in conjunction with other funds**

Examples

Technical Assistance/Planning

- Camp Verde- Feasibility Study for Hotel
- Clarkdale-Planning for Industrial Park Road
- Cottonwood & Sedona- Sm. Business Training & Services
- Town of Prescott- Valley-Retail Assessment
- Local First Arizona-Online Business Marketing
- St. Johns- Strategy for Economic Development
- NACOG- Business Support Services

Direct Assistance

- Jerome –Hotel Jerome Artisan Center (2)
- Ajo Center for Sustainable AG-Indoor Farmers Market
- Clarkdale- Downtown Parking Improvements

Re Lending

- VVREO- Small Business loans
- Business Façade Loans
- Projects that support a business i.e.
 - Fire Suppression System
 - Street Improvement
 - Equipment purchases

Strategies

1. Begin with local entrepreneurs and businesses
 - Ask what they need or see as obstacles.
2. What does the community envision?
3. Explore timing and volume for best impact
4. Leverage partners like YCCC's SBDC, Local First, etc., for your technical providers
5. Ask for help- RD staff provide guidance and ask others for their experiences.