

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

Tuesday, April 21, 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 public meeting (see notes about public participation below) on **Tuesday, April 21, 2020, at 6:30 p.m.**, at the **Dewey-Humboldt Town Hall Council Chambers, 2735 S. Highway 69, Suite 10, Humboldt, Arizona 86329**. Members of the Town Council will attend by audio/video conference call.

THIS MEETING WILL BE HELD BY REMOTE PARTICIPATION ONLY

Due to the federal government's declaration of a COVID-19 pandemic and the resulting Executive Orders from Arizona Governor Ducey to limit events of people in personal contact and Mayor Nolan's declaration of an emergency based on the COVID-19 pandemic, the following accommodations are provided for public participation at the Council Meeting:

- Viewing live streaming audio only on the Town's website, at <http://az-deweyhumboldt.civicplus.com/2164/Town-Meeting-Documents-and-Videos>
- Viewing and potentially participating in the meeting via Join Zoom Meeting
 - Computer: <https://zoom.us/j/85429199113>
 - Telephone: (301) 715-8592; Meeting ID: 854 2919 9113
- Submitting comments via email to the Town Clerk at TimMattix@dhaz.gov. Comments should be submitted no later than 3:30 p.m. on the day of the meeting. Please identify the agenda item and your first and last name.

DEWEY-HUMBOLDT TOWN COUNCIL REGULAR MEETING 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. Protocol for participating in the Council Meeting via Zoom (Ed Hanks, Town Manager)

3. Roll Call Town Council Members: Karen Brooks, Lynn Collins, John Hughes, Mark McBrady, Victoria Wendt, Vice Mayor Amy Lance and Mayor Terry Nolan.

4. Pledge of Allegiance

5. Invocation

6. Announcements regarding Town 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,
Town Council Regular Meeting Packet April 21, 2020 Page 1 of 22

Appointments, and Proclamations may require Council discussion and action. Pursuant to the Arizona Open Meeting Law, the Town Council may present a brief summary of current events; however, the Council may not discuss, deliberate, or take legal action on any matter in the summary.

A. Council announcements about outside meetings and committees

7. 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.

8. Town Manager's Report Update on Current Events. The Town Council may ask clarifying questions about any item listed on the agenda under Town Manager's Report, or ask that any item listed on the agenda under Town Manager's Report be placed on a future agenda for Council deliberation and action. No legal action will be taken on items listed under Town Manager's Report. From time to time, as authorized by A.R.S. § 38-431.02(K), the Town Manager may present a brief summary of a current event that, due to its timeliness, is not listed on the agenda. In such cases, the Town Council shall not propose, discuss, deliberate or take legal action on the matter.

A. Town Manager's Report on the budget questionnaires that were distributed to Council on March 26, 2020

B. Town Manager's Report on the status of new bank accounts for the Town

9. General Business Discussion and possible legal action may be taken. Agenda language may vary from that in CAARFs for Open Meeting Law purposes.

Page
5

A. Discussion and possible action to adopt Resolution No. 20-142, calling and ordering a Special Election to be held on Tuesday, November 3, 2020, for the purpose of submitting to the qualified electors the question of extending the Mayoral term of office to four years (Staff CC)

B. Discussion and possible action to adopt Resolution No. 20-143, approving ballot language for the Special Election to be held on Tuesday, November 3, 2020, which will be held for the purpose of submitting to the qualified electors the question of extending the Mayoral term of office to four years (Staff CC)

C. Discussion and possible action, after review of the three quotes provided, to approve the purchase and installation of a rebuilt motor for Town Site Truck #2 (Staff CC)

D. Discussion and possible action to authorize the Town Manager and Town Attorney to begin negotiations with the new landlord of the current Town Hall facilities located at 2735 South Highway 69 for the amount of rent to be paid for the calendar year of 2021, relating to exercising the single lease extension contemplated in the Amended and Restated Real Property Lease Agreement dated October 15, 2019. All other terms and conditions of the existing Lease remain the same. (Staff CC)

E. Discussion and possible action to adopt Resolution No. 20-144 designating the Town Manager as the Chief Fiscal Officer for officially submitting the Fiscal Year 2021 Expenditure Limitation Report to the Arizona Auditor General (Staff CC)

10. Consideration of additional Special Session(s) Whether to hold and, if so, set the date

Staff recommends scheduling a Special Meeting on April 28, 2020, for the purpose of reviewing and discussing the Fiscal Year 2020/21 budget.

11. Adjourn

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 _____ day 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.

For Your Information:

Next Town Council Regular Meeting: Tuesday, May 5, 2020 at 6:30 p.m.

Next Planning & Zoning Meeting: Thursday, May 7, 2020, at 6:00 p.m.

Next Town Council Study Session: Tuesday, May 12, 2020, at 6:30 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 Tim Mattix, Town Clerk.

[Page intentionally left blank]



COUNCIL COMMUNICATION

Regular Council Meeting Date: **April 21, 2020**

Agenda Item: **9.A.**

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

Subject:

Discussion and possible action to adopt Resolution No. 20-142, calling and ordering a Special Election to be held on Tuesday, November 3, 2020, for the purpose of submitting to the qualified electors the question of extending the Mayoral term of office to four years.

Background:

At the March 17, 2020 Council meeting, Council directed staff to draft and bring back to Council ballot language for a proposition to change the Mayor's term of office from two years to four on the November 3, 2020 Special Election ballot. The Resolution with the ballot language is on tonight's agenda separately.

It should be noted that in order to call a November election, the Town will need to notify Yavapai County of the election by early May.

In conjunction with the Town Attorney, the attached resolution has been prepared. If adopted, it will:

- Formally call a Special Election on November 3, 2020;
- Provide that the Special Election will be held in conformity with general State election laws; and,
- Authorize the Town Clerk to perform actions to administer the election.

Financial Impact:

The cost of the election is based on charges from the Yavapai County Recorder's Office/Elections Department. There will be additional costs associated with printing a publicity pamphlet to be mailed to all households with a registered voter in the Town of Dewey-Humboldt. If this item is approved, sufficient funds for the cost of the election and the publicity pamphlet will be requested in the Fiscal Year 2020/21 Budget.

Direction Requested:

Staff is presenting the necessary actions in the appropriate written format to implement Town Council's direction from its vote at the March 17, 2020 Town Council Meeting.

Suggested Motion:

For: I move to adopt Resolution No. 20-142.

Against: No motion is necessary.

Attachments:

Resolution No. 20-142

Town of Dewey-Humboldt
P.O. Box 69
Humboldt, AZ 86329
Phone: 928-632-7362 | Fax: 928-632-7365

www.dhaz.gov

April 21, 2020

RESOLUTION NO. 20-142

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF DEWEY-HUMBOLDT, COUNTY OF YAVAPAI, ARIZONA, CALLING AND ORDERING A SPECIAL ELECTION TO BE HELD ON NOVEMBER 3, 2020, FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED ELECTORS OF THE TOWN OF DEWEY-HUMBOLDT THE QUESTION OF CHANGING THE TERM OF OFFICE OF MAYOR FROM A TWO-YEAR TERM TO A FOUR-YEAR TERM

WHEREAS, A.R.S. § 9-232.02 also provides that the electors of a Town may directly elect a Mayor for a specified term of office; and,

WHEREAS, at the September 13, 2005, Primary Election, the qualified electors of the Town of Dewey-Humboldt approved the direct election of the Mayor for a two-year term of office; and,

WHEREAS, the Mayor and Common Council desires to call a Special Election to be held on November 3, 2020, for the purpose of submitting to the qualified electors of the Town of Dewey-Humboldt the question of changing the term of office of the Mayor from a two-year term to a four-year term;

NOW, THEREFORE, be it resolved by the Mayor and Common Council of the Town of Dewey-Humboldt, Arizona, as follows:

Section 1. That a Special Election be held on November 3, 2020, in conjunction with the Statewide General Election to be held on that date.

Section 2. That the Special Election shall be held in conformity with the provisions of the general election laws of the State of Arizona.

Section 3. That the Town Clerk, through the Town Manager and on behalf of the Dewey-Humboldt Town Council, shall cause the ballot and publicity pamphlets to be printed and shall provide a sufficient number of ballots to conduct the election.

Section 4. That arguments supporting or opposing the Proposition to be published in the publicity pamphlet shall be filed with the Town Clerk in the manner provided for in A.R.S. §§ 19-124 and 19-141 and local law on or before August 5, 2020.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Dewey-Humboldt, Arizona, this _____ day of _____, 2020, by the following vote:

AYES: _____

NAYES: _____ ABSENT: _____

EXCUSED: _____ ABSTAINED: _____

APPROVED this _____ day of _____, 2020.

ATTEST:

Terry Nolan, Mayor
APPROVED AS TO FORM:

Timothy A. Mattix, Town Clerk

Bigelow Law Offices, PLC
Town Attorney
By: Kay Bigelow

[Page intentionally left blank]



COUNCIL COMMUNICATION

Regular Council Meeting Date: **April 21, 2020**

Agenda Item: **9.B.**

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

Subject:

Discussion and possible action to adopt Resolution No. 20-143, approving ballot language for the Special Election to be held on Tuesday, November 3, 2020, which will be held for the purpose of submitting to the qualified electors the question of extending the Mayoral term of office to four years.

Background:

At the March 17, 2020 Council meeting, Council directed staff to draft and bring back to Council ballot language for a proposition to change the Mayor's term of office from two years to four on the November 3, 2020 Special Election ballot.

It should be noted that in order to call a November election, the Town will need to notify Yavapai County of the election and provide ballot language by early May.

In conjunction with the Town Attorney, the attached resolution has been prepared. If adopted, it will:

- Approve ballot language;
- If approved by a majority of voters, provide authorization for the Town Manager to prepare an ordinance amending the Dewey-Humboldt Code of Ordinances, § 30.045, to reflect the change

Financial Impact:

The cost of the election is based on charges from the Yavapai County Recorder's Office/Elections Department. There will be additional costs associated with printing a publicity pamphlet to be mailed to all households with a registered voter in the Town of Dewey-Humboldt. If this item is approved, sufficient funds for the cost of the election and the publicity pamphlet will be requested in the Fiscal Year 2020/21 Budget.

Direction Requested:

Staff is presenting the necessary actions in the appropriate written format to implement Town Council's direction from its vote at the March 17, 2020 Town Council Meeting.

Suggested Motion:

For: I move to adopt Resolution No. 20-143.

Against: No motion is required.

Attachments:

Resolution No. 20-143

Town of Dewey-Humboldt
P.O. Box 69
Humboldt, AZ 86329
Phone: 928-632-7362 | Fax: 928-632-7365

www.dhaz.gov

April 21, 2020

RESOLUTION NO. 20-143

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF DEWEY-HUMBOLDT, COUNTY OF YAVAPAI, ARIZONA, APPROVING BALLOT LANGUAGE FOR THE SPECIAL ELECTION TO BE HELD ON NOVEMBER 3, 2020, FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED ELECTORS OF THE TOWN OF DEWEY-HUMBOLDT THE QUESTION OF CHANGING THE TERM OF OFFICE OF MAYOR FROM A TWO-YEAR TERM TO A FOUR-YEAR TERM

WHEREAS, A.R.S. § 9-232(B) prescribes the term of office of members of the Common Council as two years; and,

WHEREAS, A.R.S. § 9-232.02 provides that the qualified electors of a Town may provide for four-year staggered terms of office for members of the Common Council; and,

WHEREAS, A.R.S. § 9-232.02 also provides that the electors of a Town may directly a Mayor for a specified term of office; and,

WHEREAS, at the September 13, 2005, Primary Election, the qualified electors of the Town of Dewey-Humboldt approved four-year terms of office for members of the Common Council; and,

WHEREAS, at the September 13, 2005, Primary Election, the qualified electors of the Town of Dewey-Humboldt approved the direct election of the Mayor for a two-year term of office, in accordance with Ordinance No. 05-05; and,

WHEREAS, by Resolution No. 20-142, the Mayor and Common Council called and ordered a Special Election for the purpose of submitting to the qualified electors of the Town of Dewey-Humboldt the question of changing the term of office of the Mayor from a two-year term to a four-year term;

NOW, THEREFORE, be it resolved by the Mayor and Common Council of the Town of Dewey-Humboldt, Arizona, as follows:

Section 1. That the following proposed change to the Dewey Humboldt Town Code be submitted to the qualified electors of the Town of Dewey-Humboldt, Arizona, to determine whether the Mayor’s term of office shall be increased from a two-year term to a four-year term, effective with the mayoral term of office beginning in December 2022:

Proposition No. *{to be assigned by Yavapai County}*

Official Title

A measure referred to the people by the Dewey-Humboldt Town Council, relating to increasing the term of office of the Mayor from a two-year term to a four-year term, effective with the Mayoral term of office beginning in December 2022.

Descriptive Title

Shall the term of office of the Dewey-Humboldt Mayor be changed from a two-year term to a four-year term, effective with the Mayoral term of office beginning in December 2022?

A "YES" vote shall have the effect of changing the term of office of the Mayor to a four-year term.

A "NO" vote shall have the effect of leaving the Mayor's term of office as a two-year term.

YES NO

Tag Line Text

Shall the term of office of the Dewey-Humboldt Mayor be changed from a two-year term to a four-year term, effective with the Mayoral term of office beginning in December 2022?

Section 2. That the qualified electors favoring the proposed increase in the Mayoral term of office to 4 years shall vote "YES" and the qualified electors opposing the proposed increase in the Mayoral term of office shall vote "NO".

Section 3. That if a majority of the qualified electors vote in favor of the proposed increased mayoral term of office, the Town Manager is authorized to present for Council approval an ordinance amending the Dewey-Humboldt Code of Ordinances, § 30.045 to reflect the change.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Dewey-Humboldt, Arizona, this _____ day of _____, 2020, by the following vote:

AYES: _____

NAYES: _____ ABSENT: _____

EXCUSED: _____ ABSTAINED: _____

APPROVED this _____ day of _____, 2020.

ATTEST:

Terry Nolan, Mayor
APPROVED AS TO FORM:

Timothy A. Mattix, Town Clerk

Bigelow Law Offices, PLC
Town Attorney
By: Kay Bigelow

[Page intentionally left blank]



COUNCIL COMMUNICATION

Regular Council Meeting Date: **April 21, 2020**

Agenda Item: **9.C.**

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

Subject:

Discussion and possible action to approve the purchase and installation of a rebuilt motor for Town Site Truck # 2. Quotes were also received from Outlaw Fleet Services and Galpin Ford & RV.

Background:

Site Truck # 2 is instrumental for the Public Works department in moving equipment, supplies and manpower around Town to perform maintenance on town rights-of-way and responding to citizen requests and concerns. Three written quotes have been obtained for Council's review.

Outlaw Fleet Services- \$7,692.73

Galpin Ford & RV- \$6,898.27

Devine Diesel & Off-road- \$7,607.99

Town staff recommends selecting Devine Diesel for the purchase and installation of the new motor for Site Truck # 2. Devine Diesel provided the most comprehensive and complete quote, lower than Outlaw Fleet Services and approximately \$800.00 more than Galpin Ford & RV.

Pursuant to Administrative Regulation AR No. 09-01, purchases over \$5,000 require Council approval.

Financial Impact:

Selecting Devine Diesel and Off-road, the cost of the motor and installation is \$7,607.99. Sufficient funds for the expenditure have been appropriated in the current Fiscal Year 2019/20 budget.

Direction Requested:

Staff is seeking Council approval to make the purchase from Devine Diesel & Off-road.

Suggested Motion:

For: I move to approve the purchase and installation of motor from Devine Diesel & Off-road for an amount no greater than \$7,607.99.

Against: No motion is necessary.

Attachments:

Quotes

Town of Dewey-Humboldt
P.O. Box 69
Humboldt, AZ 86329
Phone: 928-632-7362 | Fax: 928-632-7365

www.dhaz.gov

April 21, 2020



3/16/2020 12:26:21 PM

Estimate #438

Page:1

BERG, JASON

Phone: 1-928-308-2842

Service Writer : 98701

Vehicle : 2007 Ford F150 1/2 Ton - Pickup 5.4 L 330 CID V8 SOHC 24 Valve

VIN : 1FTPX12587FA32677

Tag/State : /AZ

Fleet #/Driver

Created : 3/11/2020 3:22:35 PM

Qty	Code/Tech	Description	Condition	Unit Price	Price
		MISC LABOR			\$1,644.50
	Note: R&R ENGINE ASSEMBLY				
1		misc part		\$4,672.60	\$4,672.60
	Note: FORD LONG BLOCK				
1		SHIPPING		\$40.00	\$40.00
6		Zerex G-05 Yellow Ready To Use Antifreeze - 1 gal		\$25.78	\$154.68
7		NAPA Full Synthetic Motor Oil 5W20 - 1 qt		\$9.20	\$64.40
	Note: Full Synthetic;6.0 Qt. Capacity; Full Synthetic;7.0 Qt. Capacity				
3		Valvoline MaxLife ATF Automatic Transmission Fluid - 1 qt		\$14.46	\$43.38
	Note: w/ 4R70E Transmission;w/ 4R70W A/Trans;w/ 4R100 A/Trans;w/ E40D A/Trans				
1		Oil Filter - NAPA Gold - Master Pack		\$13.18	\$13.18
	Note: Manufacturer OE Recommended Oil Change Intervals				
1		misc part		\$466.33	\$466.33
	Note: INTAKE MANIFOLD				

Labor	\$1,644.50
Parts	\$5,414.57
Tires	\$0.00
Wheels	\$0.00
Sublet/Misc.	\$0.00
Other Charges	\$49.34
Charges	\$40.00
Sales Tax	Default Rule @ 8.35% \$459.58

Estimate \$7,607.99

I hereby authorize the repair work herein set forth to be done along with the necessary material and agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control. I hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express garagekeeper's lien is hereby acknowledged on above vehicle to secure the amount or repairs thereto. All Vehicles left over 48 hrs. after repairs are completed WILL INCUR A \$5.00 PER DAY STORAGE FEE. 12 Month or 12,000 Mile Warranty On Repairs.

Customer Signature _____



RECEIVED

MAK 16 2020

1:38 PM

Dewey-Humboldt

Outlaw Fleet Services

8300 E Slash Arrow Dr.
Prescott Valley AZ 86315

Estimate

Date	Estimate #
3/12/2020	2442

Name / Address
Town of Dewey-Humboldt Public Works P.O. Box 69 Humboldt AZ 86329

Description	Qty	Rate	Total
2007 Ford F150 1FTPX12587FA32677			
Ford long block	1	4,410.00	4,410.00
misc. parts filters oil coolant belts	1	100.00	100.00
remove and replace engine and R& R engine block	20	125.00	2,500.00
intake manifold	1	268.00	268.00
By signing below you agree to pay for all services.			
Signature		Subtotal	\$7,278.00
		Sales Tax (8.68%)	\$414.73
		Total	\$7,692.73

Jason Berg

From: Sarah Dunkel <sarahgalpindewey@gmail.com>
Sent: Friday, March 13, 2020 12:03 PM
To: Jason Berg
Subject: Service Quote
Attachments: Service Quote .pdf

Good Afternoon Jason,

This is from Cheryl at Galpin Ford in Dewey. Have a great weekend.

Sarah Dunkel
Receptionist
928-632-7808

01797 7FA32677

JASON BERG

03/13/20

2007 FORD F150

DEWEY AZ 86327

C: () -

H: (928) 632-7362 W: () -

JASONBERG@DHAZ.GOV

SCHWOCHE

(1) REMOVE AND REPLACE ENGINE

Labor			2520.00
7L3Z6006DARM (SERVICE ENGI)	1		3854.90
N800419S301 (NUT - HEX.)	4		40.00
VC7B (ANTI-FREEZE)	3		71.40
DISTH2O (DIST/WATER O)	3		7.20
Total Labor			2520.00
Total Parts			3973.50
Shp. Sup.			40.00
Total Repair (Customer).....			6533.50

Subject to change after inspection of vehicle

Ford has left to much out of this Quote and want give a better Quote unless they are doing the Job.

03/13/2020 11:50 AM
Quote is valid for 60 days.

.00	.00 Labor	2520.00
.00	.00 Parts	3973.50
.00	.00 Sublet/Fees	.00
.00	.00 Shp Supplies	40.00
.00	.00 Oil/Grease	.00
.00	.00 Sub Total	6533.50
.00	.00 Tax	364.77
.00	.00 Total	6898.27

Page 1 of 1

01797

Service Quote

No Engin oil or Filters.
No ATF Fluid

[Page intentionally left blank]



COUNCIL COMMUNICATION

Regular Council Meeting Date: **April 21, 2020**

Agenda Item: **9.D.**

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

Subject:

Discussion and possible action to authorize the Town Manager and Town Attorney to begin negotiations with the new landlord of the current Town Hall facilities located at 2735 South Highway 69 for the amount of rent to be paid for the calendar year of 2021, relating to exercising the single lease extension contemplated in the Amended and Restated Real Property Lease Agreement dated October 15, 2019. All other terms and conditions of the existing Lease remain the same.

Background:

The Town entered into an Amended and Restated Real Property Lease Agreement (“Lease”) on October 15, 2019, with Humboldt Station, for the premises currently used as the Town Hall complex. The Lease was for a one-year term, but included an option for the Town to exercise a one-year extension, provided the Town provides no less than a six-month notice.

Financial Impact:

The cost will be determined after negotiations begin; final costs will be brought back to Council for approval.

Direction Requested:

Staff is seeking Council authorization to begin negotiations with the new landlord, with the final terms of the contract to be brought back to Council for approval.

Suggested Motion:

For: I move to authorize the Town Manager and Town Attorney to begin negotiations with the landlord of the current Town Hall location on a lease extension, with the final terms of the contract brought back to Council for approval.

Against: No action is required.

Attachments:

None

Town of Dewey-Humboldt
P.O. Box 69
Humboldt, AZ 86329
Phone: 928-632-7362 | Fax: 928-632-7365

www.dhaz.gov

April 21, 2020

[Page intentionally left blank]



COUNCIL COMMUNICATION

Regular Council Meeting Date: **April 21, 2020**

Agenda Item: **9.E.**

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

Subject:

Discussion and possible action to adopt Resolution No. 20-144, designating the Town Manager as the Chief Fiscal Officer for officially submitting the Fiscal Year 2021 Expenditure Limitation Report to the Arizona Auditor General.

Background:

The Town is required by the Arizona Auditor General's Office to file an official document designating the Town's Chief Fiscal Officer ("CFO") for the purpose of officially submitting the Town's Annual Expenditure Limitation Reports to the Auditor General's Office.

The Auditor General's Office has prepared a Resolution template that all cities and towns must use in designating their CFO. Resolutions are due to the Auditor General's Office by July 31 each year.

Staff is seeking Council adoption of the Resolution, designating the Town Manager as the Town's CFO for the upcoming fiscal year (2020/21).

Financial Impact:

There is no cost associated with the adoption of this resolution.

Direction Requested:

Staff is seeking Council adoption of Resolution No. 20-144.

Suggested Motion:

For: I move to adopt Resolution Number 20-144, designating the Town Manager as the Town's Chief Fiscal Officer for Fiscal Year 2021.

Against: No action is required.

Attachments:

Resolution No. 20-144

Town of Dewey-Humboldt
P.O. Box 69
Humboldt, AZ 86329
Phone: 928-632-7362 | Fax: 928-632-7365

www.dhaz.gov

RESOLUTION NO. 20-144

A RESOLUTION OF THE TOWN OF DEWEY-HUMBOLDT, ARIZONA MAYOR AND COMMON COUNCIL, DESIGNATING THE CHIEF FISCAL OFFICER FOR OFFICIALLY SUBMITTING THE FISCAL YEAR 2021 EXPENDITURE LIMITATION REPORT TO THE ARIZONA AUDITOR GENERAL

WHEREAS, A.R.S. §41-1279.07(E) requires each county, city, town, and community college district to annually provide to the Auditor General by July 31 the name of the Chief Fiscal Officer the governing body designated to officially submit the current year's annual expenditure limitation report (AELR) on the governing body's behalf; and,

WHEREAS, the Town of Dewey-Humboldt Mayor and Council desires to designate Edward L. Hanks, Jr., Town Manager, as the Town's Chief Fiscal Officer; and,

WHEREAS, Entities must submit an updated form and documentation for any changes in the individuals designated to file the AELR.

ENACTMENTS:

NOW THEREFORE BE IT RESOLVED BY THE TOWN OF DEWEY-HUMBOLDT MAYOR AND COUNCIL as follows:

SECTION 1. The recitals above are hereby incorporated as if fully set forth herein.

SECTION 2. Edward L. Hanks, Jr., Town Manager, is hereby designated as the Town's Chief Fiscal Officer for purposes of submitting the fiscal year 2021 AELR to the Arizona Auditor General's Office on the governing body's behalf.

PASSED AND ADOPTED by the Town of Dewey-Humboldt, Arizona Mayor and Council, this 21st day of April, 2020.

Attested to:

Terry Nolan, Mayor

Timothy A. Mattix, Town Clerk

Reviewed by:

Edward L. Hanks, Jr., Town Manager

Approved as to form:

Bigelow Law Offices, PLC, by Kay Bigelow, Town Attorney