

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

Tuesday, June 16, 2020

Beginning immediately after the Regular Meeting, which starts at 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, June 16, 2020, immediately after the Regular Meeting, which starts 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/83239318265>
 - Telephone: (301) 715-8592; Meeting ID: 832 3931 8265
- 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 SPECIAL 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. Roll Call** Town Council Members: Karen Brooks, Lynn Collins, John Hughes, Mark McBrady, Victoria Wendt, Vice Mayor Amy Lance and Mayor Terry Nolan.

Page 3. **Special Meeting.** Discussion and legal action may be taken.

3 **A. Town Council discussion, possible direction to staff relating to the FY 2020/21 Final Budget, and possible action to adopt Resolution No. 20-145, adopting the FY 2020/21 Final Budget in the amount of \$5,684,427.**

1. **Council discussion and possible direction to staff**
2. **Possible action to adopt Resolution No. 20-145**

4. 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, July 7, 2020 at 6:30 p.m.

Next Planning & Zoning Meeting: Thursday, July 9, 2020, at 6:00 p.m.

Next Town Council Study Session: Tuesday, July 14, 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.



COUNCIL COMMUNICATION

Special Council Meeting Date: **June 16, 2020**

Agenda Item: **3.A.**

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

Subject:

Town Council discussion, possible direction to staff relating to the FY 2020/21 Final Budget, and possible action to adopt Resolution No. 20-145, adopting the FY 2020/21 Final Budget in the amount of \$ 5,684,427.

Background:

Pursuant to A.R.S. § 42-17105, following the public hearing that was held during tonight's Regular Meeting, the Council shall convene into a special meeting and finally determine and adopt the final budget, which is in the amount of \$5,684,427.

At the May 19, 2020 Council Meeting, Council adopted the tentative budget. Following tentative budget adoption, the required advertising was completed, and review copies of the budget were made available.

The tentative budget set the ceiling, or highest amount, of expenditures, that will be made in the next fiscal year. With the final budget, line items may be adjusted or reduced, so long as the total amount adopted in the tentative budget is not exceeded. Tonight's presentation of the final budget is the same amount as the tentative budget, and no line items were adjusted.

At the June 2, 2020 Council Meeting, Council delayed a decision relating to the purchase of tablet/notepad computers for Councilmembers. Staff notes that the line item for which the proposed purchase would be made would be out of the COVID-19 Reserve, which would not be implemented unless Council approves the implementation of the COVID-19 Reserve budget, which is currently scheduled for the December-January timeframe.

Council has discussed the topic of donations to non-profit entities. To date, the Town has received one funding request, from the Dewey-Humboldt Historical Society. Reserve funds in the Contingency Reserve would allow for donations, by reducing the total amount of reserves; should Council desire to do so, donations can be reviewed as part of the COVID-19 Reserve budget review process.

Financial Impact:

The Final Budget is \$5,684,427, which is the same amount as the approved Tentative Budget.

Direction Requested:

At tonight's Council meeting, staff is seeking Council adoption of Resolution No. 20-145, adopting the FY 2020/21 Final Budget in the amount of \$5,684,427.

Suggested Motion:

I move to adopt Resolution No. 20-145, adopting the Fiscal Year 2020/21 Final Budget in the amount of \$5,684,427.

Attachments:

Resolution No. 20-145 with Schedules A-G

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

www.dhaz.gov

June 16, 2020

TOWN OF DEWEY-HUMBOLDT

Resolution for the Adoption of the Budget

Fiscal Year 2021

WHEREAS, in accordance with the provisions of Title 42, Ch. 17, Art. 1-5, Arizona Revised Statutes (A.R.S.), the City/Town Council did, on Tuesday, May 19, 2020, make an estimate of the different amounts required to meet the public expenditures/expenses for the ensuing year, also an estimate of revenues from sources other than direct taxation, and the amount to be raised by taxation upon real and personal property of the Town of Dewey-Humboldt and

WHEREAS, in accordance with said chapter of said title, and following due public notice, the Council met on June 16, 2020, at which meeting any taxpayer was privileged to appear and be heard in favor of or against any of the proposed expenditures/expenses or tax levies, and

WHEREAS, it appears that publication has been duly made as required by law, of said estimates together with a notice that the City/Town Council would meet on June 16, 2020, at the office of the Council for the purpose of hearing taxpayers and making tax levies as set forth in said estimates, and

WHEREAS, it appears that the sums to be raised by taxation, as specified therein, do not in the aggregate exceed that amount as computed in A.R.S. §42-17051(A), therefore be it

RESOLVED, that the said estimates of revenues and expenditures/expenses shown on the accompanying schedules, as now increased, reduced, or changed, are hereby adopted as the budget of the Town of Dewey-Humboldt for the fiscal year 2021.

Passed by the Town of Dewey-Humboldt Town Council, this 16th day of June, 2020.

APPROVED:

Mayor

ATTEST:

APPROVED AS TO FORUM:

Clerk

Bigelow Law Offices, PLC
Town Attorney

SCHEDULE A

TOWN OF DEWEY-HUMBOLDT Summary Schedule of Estimated Revenues and Expenditures/Expenses Fiscal Year 2021

Fiscal Year	S c h	FUNDS							
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds
2020	Adopted/Adjusted Budgeted Expenditures/Expenses*	E 1	2,118,377	2,014,187	0	0	0	0	4,132,564
2020	Actual Expenditures/Expenses**	E 2	1,635,364	461,809	0	0	0	0	2,097,173
2021	Fund Balance/Net Position at July 1***	3	5,768,062	392,420					6,160,482
2021	Primary Property Tax Levy	B 4	0						0
2021	Secondary Property Tax Levy	B 5							0
2021	Estimated Revenues Other than Property Taxes	C 6	2,500,757	2,124,918	0	0	0	0	4,625,675
2021	Other Financing Sources	D 7	0	0	0	1,000,000	0	0	1,000,000
2021	Other Financing (Uses)	D 8	0	0	0	0	0	0	0
2021	Interfund Transfers In	D 9	0	0	0	0	0	0	0
2021	Interfund Transfers (Out)	D 10	0	0	0	0	0	0	0
2021	Reduction for Amounts Not Available:	11							
LESS: Amounts for Future Debt Retirement:									0
	Future Capital Projects		500,000	333,668					833,668
	Maintained Fund Balance for Financial Stability		5,268,062						5,268,062
									0
									0
2021	Total Financial Resources Available	12	2,500,757	2,183,670	0	1,000,000	0	0	5,684,427
2021	Budgeted Expenditures/Expenses	E 13	2,500,757	2,183,670	0	1,000,000	0	0	5,684,427

EXPENDITURE LIMITATION COMPARISON

	2020	2021
1 Budgeted expenditures/expenses	\$ 4,132,564	\$ 5,684,427
2 Add/subtract: estimated net reconciling items		
3 Budgeted expenditures/expenses adjusted for reconciling items	4,132,564	5,684,427
4 Less: estimated exclusions		
5 Amount subject to the expenditure limitation	\$ 4,132,564	\$ 5,684,427
6 EEC expenditure limitation	\$	\$

The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

* Includes Expenditure/Expense Adjustments Approved in the current year from Schedule E.

** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.

*** Amounts on this line represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

SCHEDULE B

TOWN OF DEWEY-HUMBOLDT
Tax Levy and Tax Rate Information
Fiscal Year 2021

	2020	2021
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ _____	\$ _____
2. Amount received from primary property taxation in the current year in excess of the sum of that year's maximum allowable primary property tax levy. A.R.S. §42-17102(A)(18)	\$ _____	
3. Property tax levy amounts		
A. Primary property taxes	\$ _____	\$ _____
B. Secondary property taxes	_____	_____
C. Total property tax levy amounts	\$ _____	\$ _____
4. Property taxes collected*		
A. Primary property taxes		
(1) Current year's levy	\$ _____	
(2) Prior years' levies	_____	
(3) Total primary property taxes	\$ _____	
B. Secondary property taxes		
(1) Current year's levy	\$ _____	
(2) Prior years' levies	_____	
(3) Total secondary property taxes	\$ _____	
C. Total property taxes collected	\$ _____	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	_____	_____
(2) Secondary property tax rate	_____	_____
(3) Total city/town tax rate	_____	_____
B. Special assessment district tax rates		
Secondary property tax rates - As of the date the proposed budget was prepared, the city/town was operating _____ special assessment districts for which secondary property taxes are levied. For information pertaining to these special assessment districts and their tax rates, please contact the city/town.		

* Includes actual property taxes collected as of the date the proposed budget was prepared, plus estimated property tax collections for the remainder of the fiscal year.

SCHEDULE C

TOWN OF DEWEY-HUMBOLDT Revenues Other Than Property Taxes Fiscal Year 2021

SOURCE OF REVENUES	ESTIMATED REVENUES 2020	ACTUAL REVENUES* 2020	ESTIMATED REVENUES 2021
GENERAL FUND			
Local taxes			
City Sales tax	\$ 423,000	\$ 781,871	\$ 782,000
Licenses and permits			
Building permits and fees	105,000	171,832	150,000
Zoning permits	14,000	23,094	20,000
PW permits	4,620	6,000	5,000
Intergovernmental			
State Income tax	530,965	530,965	596,360
State shared tax	382,250	416,968	462,582
Vehicle tax	297,303	275,462	311,155
Charges for services			
Fines and forfeits			
Court fines	45,773	29,783	43,500
Interest on investments			
Interest	15,000	81,060	82,000
In-lieu property taxes			
Contributions			
Voluntary contributions	8,517	26,558	44,160
Miscellaneous			
Misc revenues - copies, etc	198,302	5,815	4,000
Total General Fund	\$ 2,024,730	\$ 2,349,408	\$ 2,500,757

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

SPECIAL REVENUE FUNDS

HURF revenue	\$ 349,187	\$ 517,322	\$ 369,548
Interest	10,071	10,200	10,200
	\$ 349,187	\$ 527,393	\$ 379,748
Grant revenue	\$ 1,465,000	\$ 137,410	\$ 1,745,170
	\$ 1,465,000	\$ 137,410	\$ 1,745,170
Total Special Revenue Funds	\$ 1,814,187	\$ 664,803	\$ 2,124,918

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

DEBT SERVICE FUNDS

\$ _____	\$ _____	\$ _____
Total Debt Service Funds	\$ _____	\$ _____

CAPITAL PROJECTS FUNDS

\$ _____	\$ _____	\$ _____
Total Capital Projects Funds	\$ _____	\$ _____

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

PERMANENT FUNDS

\$ _____	\$ _____	\$ _____
Total Permanent Funds	\$ _____	\$ _____

ENTERPRISE FUNDS

\$ _____	\$ _____	\$ _____
Total Enterprise Funds	\$ _____	\$ _____

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

INTERNAL SERVICE FUNDS

\$ _____	\$ _____	\$ _____
Total Internal Service Funds	\$ _____	\$ _____

TOTAL ALL FUNDS \$ 3,838,917 \$ 3,014,211 \$ 4,625,675

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

SCHEDULE D

TOWN OF DEWEY-HUMBOLDT
Other Financing Sources/(Uses) and Interfund Transfers
Fiscal Year 2021

FUND	OTHER FINANCING 2021		INTERFUND TRANSFERS 2021	
	SOURCES	(USES)	IN	(OUT)
GENERAL FUND				
	\$ _____	\$ _____	\$ _____	\$ _____
Total General Fund	\$ _____	\$ _____	\$ _____	\$ _____
SPECIAL REVENUE FUNDS				
	\$ _____	\$ _____	\$ _____	\$ _____
Total Special Revenue Funds	\$ _____	\$ _____	\$ _____	\$ _____
DEBT SERVICE FUNDS				
	\$ _____	\$ _____	\$ _____	\$ _____
Total Debt Service Funds	\$ _____	\$ _____	\$ _____	\$ _____
CAPITAL PROJECTS FUNDS				
USDA Loan for Town Hall	\$ 1,000,000	\$ _____	\$ _____	\$ _____
Total Capital Projects Funds	\$ 1,000,000	\$ _____	\$ _____	\$ _____
PERMANENT FUNDS				
	\$ _____	\$ _____	\$ _____	\$ _____
Total Permanent Funds	\$ _____	\$ _____	\$ _____	\$ _____
ENTERPRISE FUNDS				
	\$ _____	\$ _____	\$ _____	\$ _____
Total Enterprise Funds	\$ _____	\$ _____	\$ _____	\$ _____
INTERNAL SERVICE FUNDS				
	\$ _____	\$ _____	\$ _____	\$ _____
Total Internal Service Funds	\$ _____	\$ _____	\$ _____	\$ _____
TOTAL ALL FUNDS	\$ 1,000,000	\$ _____	\$ _____	\$ _____

SCHEDULE E

TOWN OF DEWEY-HUMBOLDT
Expenditures/Expenses by Fund
Fiscal Year 2021

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2020	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2020	ACTUAL EXPENDITURES/ EXPENSES* 2020	BUDGETED EXPENDITURES/ EXPENSES 2021
GENERAL FUND				
Town Council & Management	\$ 132,021	\$	\$ 124,381	\$ 125,600
Town Clerk	147,331		133,590	155,290
Finance	152,515		103,309	133,765
Legal	84,300		40,336	60,500
IT Support	66,800		71,585	82,600
Magistrate Court	78,059		66,979	80,723
Public Safety	452,600		452,501	475,600
Community Dev	395,441		284,947	337,394
Eng & Public Works	609,310		357,736	464,879
Contingency				584,406
Total General Fund	\$ 2,118,377	\$	\$ 1,635,364	\$ 2,500,757
SPECIAL REVENUE FUNDS				
HURF	\$ 92,500	\$	\$ 324,117	\$ 438,500
Grant	1,465,000		137,692	1,745,170
Contingency	200,000			
Capital Projects	256,687			
Total Special Revenue Funds	\$ 2,014,187	\$	\$ 461,809	\$ 2,183,670
DEBT SERVICE FUNDS				
Contingency	\$	\$	\$	\$
Total Debt Service Funds	\$	\$	\$	\$
CAPITAL PROJECTS FUNDS				
USDA loan-city hall	\$	\$	\$	\$ 1,000,000
Contingency				
Total Capital Projects Funds	\$	\$	\$	\$ 1,000,000
TOTAL ALL FUNDS	\$ 4,132,564	\$	\$ 2,097,173	\$ 5,684,427

* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

SCHEDULE F

**TOWN OF DEWEY-HUMBOLDT
Expenditures/Expenses by Department
Fiscal Year 2021**

<u>DEPARTMENT/FUND</u>	<u>ADOPTED BUDGETED EXPENDITURES/EXPENSES</u>	<u>EXPENDITURE/EXPENSE ADJUSTMENTS APPROVED</u>	<u>ACTUAL EXPENDITURES/EXPENSES*</u>	<u>BUDGETED EXPENDITURES/EXPENSES</u>
	<u>2020</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>
List Department: Town Council & Management				
General Fund	\$ 132,021	\$	\$ 124,381	\$ 125,600
Department Total	\$ 132,021	\$	\$ 124,381	\$ 125,600
List Department: Town Clerk				
General Fund	\$ 147,331	\$	\$ 133,590	\$ 155,290
Department Total	\$ 147,331	\$	\$ 133,590	\$ 155,290
List Department: Finance				
General Fund	\$ 152,515	\$	\$ 103,309	\$ 133,765
Department Total	\$ 152,515	\$	\$ 103,309	\$ 133,765
List Department: Legal				
General Fund	\$ 84,300	\$	\$ 40,336	\$ 60,500
Department Total	\$ 84,300	\$	\$ 40,336	\$ 60,500
List Department: IT Support				
General Fund	\$ 66,800	\$	\$ 71,585	\$ 82,600
Department Total	\$ 66,800	\$	\$ 71,585	\$ 82,600
List Department: Magistrate Court				
General Fund	\$ 78,059	\$	\$ 66,979	\$ 80,723
Department Total	\$ 78,059	\$	\$ 66,979	\$ 80,723
List Department: Public Safety				
General Fund	\$ 452,600	\$	\$ 452,501	\$ 475,600
Department Total	\$ 452,600	\$	\$ 452,501	\$ 475,600
List Department: Community Development				
General Fund	\$ 395,441	\$	\$ 284,947	\$ 337,394
Department Total	\$ 395,441	\$	\$ 284,947	\$ 337,394
List Department: Eng & Public Works				
General Fund	\$ 865,997	\$	\$ 357,736	\$ 464,879
HURF	92,500		324,117	438,500
Grant	1,465,000		137,692	1,745,170
Department Total	\$ 2,423,497	\$	\$ 819,545	\$ 2,648,549
List Department: Contingency				
General Fund	\$ 200,000	\$	\$	\$ 584,406
Department Total	\$ 200,000	\$	\$	\$ 584,406

* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

SCHEDULE G

**TOWN OF DEWEY-HUMBOLDT
Full-Time Employees and Personnel Compensation
Fiscal Year 2021**

FUND	Full-Time Equivalent (FTE) 2021	Employee Salaries and Hourly Costs 2021	Retirement Costs 2021	Healthcare Costs 2021	Other Benefit Costs 2021	Total Estimated Personnel Compensation 2021
GENERAL FUND	9	\$ 627,006	\$ 62,168	\$ 113,724	\$ 21,801	\$ 824,699
SPECIAL REVENUE FUNDS						
Total Special Revenue Funds		\$	\$	\$	\$	\$
TOTAL ALL FUNDS	9	\$ 627,006	\$ 62,168	\$ 113,724	\$ 21,801	\$ 824,699