

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

Tuesday, April 15, 2014, 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, Mark McBrady, Dennis Repan, Sonya Williams-Rowe, Nancy Wright; Vice Mayor Arlene Alen; 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.

4.1. Public Safety Quarterly Update.

4.1.1. Yavapai County Sheriff's Office report presented by Lt. Auvenshine. 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.

4.1.2. Central Yavapai Fire District report presented by Rick Chase. Topics for possible discussion include: Fire Prevention and Fire Incidents in Dewey-Humboldt.

4.1.3. Magistrate Court report presented by Judge Catherine Kelley. Topics for possible discussion include: Customer Service, citations, and the Great Seal of the State of Arizona.

4.2. Water Advisory Committee (WAC) Pre-Budget Presentation. A Presentation by John Rasmussen, Coordinator of Yavapai County Water Advisory Committee about WAC as it relates to the Town's membership with this committee.

4.3. Greater Prescott Regional Economic Partnership (GPREP) Pre-Budget Presentation. A presentation by GPREP Staff and Chairman, on GPREP overview and regional statistics as they

Page relate to the Town's membership with this agency.

47 **4.4. Day of Remembrance Proclamation.**

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

49 **5.1. Preliminary Budget Worksheet Acknowledgment and Next Steps.** Council acknowledgement.

6. **Consent Agenda.**

51 **6.1. Minutes.** Minutes from the March 18, 2014 Regular meeting and April 1, 2014 Regular 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.

59 **8.1. Yavapai Resource Advisory Committee (RAC) Grant Applications for Firebreak and Newtown Road Trailhead.** Update and Council review and feedback of application packets prior to submitting.

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

75 **9.1. “Agent Change/Acquisition of Control” Liquor License for Cherry Creek Ranch.** Hearing and legal action to approve or disapprove.

79 **9.2. Foothill Drainage project update and next steps to proceed with bidding and construction phases.** Approve, disapprove or modify the recommended next steps.

81 **9.3. Contract with Shephard-Wesnitzer, Inc. (SWI) for bidding and construction services for the Foothill Drive drainage project.** Award, reject or accept with modifications the contract with SWI.

99 **9.4. Discussion and possible action on enacting a fireworks ordinance for the Town.** [CAARF requested by CM Wright]

111 **9.5. Discussion of microphones on the dais.** [CAARF requested by Mayor Nolan]

10. Public Hearing Agenda.

THIS CONCLUDES THE LEGAL ACTION PORTION OF THE AGENDA.

11. Comments from the Public. 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. The total time for Public Comment is 3 minutes per person. The audience is asked to please be courteous and silent while others are speaking.

12. Adjourn.

For Your Information:

Next Town Council Meeting: Tuesday, May 6, 2014, at 6:30 p.m.

Next Town Council Budget Workshop Session: Tuesday, April 22, 2014 at 9:00 a.m.

Next Planning & Zoning Meeting: Thursday, May 8, 2014, at 6:00 p.m.

Next Town Council Work Session: Tuesday, May 13, 2014, at 2:00 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 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 _____, 2014, 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.

[Page intentionally left blank]



Greater Prescott Regional Economic Partnership

Economic Development Action Plan 2013-2016

Sponsored by



Economic Development Action Plan For the Greater Prescott Regional Economic Partnership

PREPARED BY:
ESI CORPORATION

**5635 North Scottsdale Road
Suite 170
Scottsdale, Arizona 85250
(602) 265-6120
www.esicorp.net**

July 5, 2013

TABLE OF CONTENTS

1. Executive Summary..... 1

2. Greater Prescott Region..... 4

 Background 4

 Population Growth and Demographics..... 4

 Age and Ethnicity 5

 Income 7

 Educational Attainment 7

 Labor Force and employment..... 9

 Employment by Industry..... 10

 Employment by Occupation..... 11

3. Industry Clusters 12

 Cluster Analysis 12

 Industry Cluster Formation 14

4. Economic Development Action Plan..... 16

 Planning Process 16

 Key Findings 17

 Opportunities 18

 Economic Development Action Plan..... 20

 Cluster Based Strategies 26

5. Next Steps 30

Appendix A – SWOT Analysis A-1

LIST OF TABLES

Table 1 - GPREP Population Growth 1990-2010 4
Table 2 - GPREP Median Age, 1990-2000 5
Table 3 - GPREP Population by Race and Ethnicity 7
Table 4 - GPREP Household Income 1990-2010 7
Table 5 - GPREP Educational Attainment, 2011..... 8
Table 6 - GPREP Labor Force Participation Rates..... 9
Table 7 - GPREP Industry Employment, 2010 10
Table 8 - GPREP Economic Region by Zip Code 12
Table 9 - Economic Development Action Plan 21
Table 10 - Cluster Strategies 26

LIST OF FIGURES

Figure 1 - Greater Prescott Region Annual Growth Rates, 1990-2010 5
Figure 2 - GPREP Population Pyramid, 2010 6
Figure 3 - GPREP, Yavapai County, and Arizona Percent Bachelor's Degree or Higher, 2011 8
Figure 4 - Occupational Employment, 2010..... 11
Figure 5 - GPREP Industry Clusters..... 13
Figure 6 - Industry Cluster Diagram 15
Figure 7 - Economic Development Action Plan Focus Areas 20

Acknowledgements

Arizona Public Service and ESI Corporation would like to acknowledge and thank the people and organizations who contributed to this planning process effort.

Technical Advisory Committee

Name	Representing
Anessa Andrews	Central Arizona Partnership
Tim Barnett	Yavapai Regional Medical Center
Dane Beck	Beck Legacy Group
Bob Been	Central Arizona Partnership
Peter Bourgois	Yavapai Prescott Indian Tribe
Councilman Al Carlow	City of Prescott
Mike Cole	APS
Teri Drew	NACOG
Brad Fain	Fain Signature Group
Mike Fann	Fann Contracting
Sandy Griffis	YCCA
David Hall	Embry Riddle Aeronautical University
Mike Kinnison	BBVA Compass Bank
Gary Marks	Prescott Valley Economic Development Foundation
Dave Maurer	Prescott Chamber of Commerce
Mayor Chris Marley	Town of Chino Valley
Mayor Terry Nolan	Town Dewey-Humboldt
Steve Rutherford	Rutherford Investments, Inc
Rowle Simmons	Yavapai County
Robert E. Smith	Town of Chino Valley
Larry Tarkowski	Town of Prescott Valley
Joseph Van Bourgondien	SCORE
Steve Walker	Yavapai College
Kristin Woolever	Prescott College

Stakeholder Interviews

Name	Organization
Dr. Francis H. Ayers	Embry Riddle Aeronautical University
Tim Barnett	Yavapai Regional Medical Center
Michael Dailey	Prescott Aerospace
Mike DeSoto	M&I Windows
David Hall	Embry Riddle Aeronautical University
Mel Lawyer	Print Pak
John Markham	Cobham
Gary Marks	Prescott Valley Economic Development Foundation
Mayor Marley	Town of Chino Valley
Jack Smith	Ace Hardware Distribution
Robert Smith	Town of Chino Valley
Larry Tarkowski	Town of Prescott Valley
Steve Walker	Yavapai College
Kristin Woolever	Prescott College



This report was sponsored by Arizona Public Service to assist communities in understanding the economy of their region and help them develop a strategic plan that fits their circumstances.

Prepared by ESI Corp



Real Estate and Economic Development Counselors Since 1990

1. EXECUTIVE SUMMARY

Background

Over the course of the last decade, the greater Prescott region has experienced significant population growth, which has outpaced both Yavapai County and Arizona as a whole. The three industry sectors that demonstrated the greatest employment gains from 2000 to 2010 include:

- Educational and Healthcare Services
- Retail Trade
- Finance, Insurance and Real Estate

The Prescott region has a strong competitive advantage in several industry clusters, including: Manufacturing, Defense and Security, Aviation and Aerospace, Transportation and Healthcare. The industry cluster that employs the most number of people in the region is Healthcare with over 6,100 jobs. This industry cluster also experienced the greatest employment growth at 57 percent over the 10 year time horizon. Manufacturing in the Prescott region has nearly two and one-half times the number of jobs than the state's average, but suffered a 3 percent decline over 10 years.

The civic and business leadership within the Prescott area recognize the importance of regionalism and have come together to create the Greater Prescott Regional Economic Partnership (GPREP). Crafting the economic development strategic plan for implementation is one of the first steps to be undertaken. This plan represents a three-year blueprint to enhance job creation for the region, and includes an action plan and cluster based strategies.

A Strength, Weaknesses, Opportunities and Threats (SWOT) assessment was conducted through interviews with TAC members and key stakeholders, along with supplemental desk research. Findings from these interviews provided insight into potential growth strategies, opportunities for collaboration, and market trends and gaps. These interviews also helped in understanding key success factors, local competition and barriers to economic development. Key findings of the SWOT provide a foundation for the development of the plan and include the following:

- The Prescott region image is centered around its Western history and known for tourism and retirement.
- Regional strengths include high concentration of higher education facilities, fabulous quality of life and the presence of the Prescott Regional Airport, i.e. Ernest A. Love Field.
- Weaknesses within the region include difficulty in attracting a skilled workforce, insufficient supply of affordable housing, the lack of jobs within base industry, availability of shovel ready land for development, and telecommunications infrastructure that has not kept pace with today's data applications.
- The biggest barrier as a region is lack of community cohesiveness and trust, which makes it difficult to come together on common goals.

Economic Development Action Plan

The GPREP Economic Development Action Plan is predicated around five focus areas with an overarching goal for each area. Embodied within each goal are action items and benchmarks to measure success. These focus areas were formulated based on the results of the background research, interviews, and Technical Advisory Committee input. The order of the focus areas and their supportive goals, action items and implementation steps are not prioritized based on their value to the region. To achieve any measure of success in economic development, implementation of action items within all focus areas must be undertaken simultaneously.

Focus Area	Goal
Marketing	•Create a business brand and marketing campaign for the region designed to achieve the economic development actions.
Recruitment	•Enhance the regional job base by attracting companies within three industry clusters.
Retention & Expansion	•Facilitate the expansion of local business and job creation/retention.
Research & Capacity Building	•Develop and maintain a repository of data and information on the region and provide technical assistance to member communities.
Investor Relations	•Build public and private sector support for GPREP.

In addition to these five focus areas, the plan also identifies cluster based strategies. Research at the national level show that clusters drive economic vitality by generating jobs and wages for residents and expanding purchases of products and services from local suppliers, all resulting in a positive ripple effect to create benefits for every community within a region. The Technical Advisory Committee determined that GPREP would initially focus its economic development efforts on the following industry clusters:

- Manufacturing
- Aviation and Aerospace
- Defense and Security

Next Steps

Launching a new regional economic development organization is a major endeavor and requires many steps including creating a non-profit organization and filing the articles of incorporation, conducting a fundraising campaign, and staffing the organization.

Next steps, outlined by the GPREP organization committee, include constituting the board of directors with both public and private sector representatives, continue the fundraising campaign and securing multi-year commitments from the quad cities, Yavapai County and the private sector. Finally, it is imperative to have people in place to begin implementing the three-year economic development Action Plan. In that regard a sub-committee was formed to begin discussions relating to hiring an Executive Director or retaining the services of a consultant.

2. GREATER PRESCOTT REGION

BACKGROUND

The Greater Prescott Region is a rapidly growing area located 85 miles north of Phoenix in central Yavapai County. This area also known as the Quad-City Region includes Prescott, Prescott Valley, Chino Valley, and Dewey-Humboldt. With a current population of approximately 94,000, the greater Prescott region is one of the fastest growing areas in the state of Arizona, and Yavapai County. Known for its temperate climate and small town feel this area has become a very popular destination for many, especially retirees.

This area is also considered a great tourist destination thanks to its heritage and great natural environment. The city of Prescott was Arizona’s territorial capitol at the time of its founding in 1864, and there is a rich prehistoric history dating back 12,000 years. Surrounded by picturesque views of forests and mountains this area is also home to several different wildlife species. The characteristics of this region have provided it with the opportunity to attract new business opportunities that will enable the region to expand into a well established economic center.

POPULATION GROWTH AND DEMOGRAPHICS

The population of the greater Prescott region has more than doubled since the 1990’s and has increased by 30 percent between 2000 and 2010, with an annual growth rate of 3 percent. Table 1 illustrates the population growth for the region for the years 1990 through 2010.

Table 1 - GPREP Population Growth 1990-2010

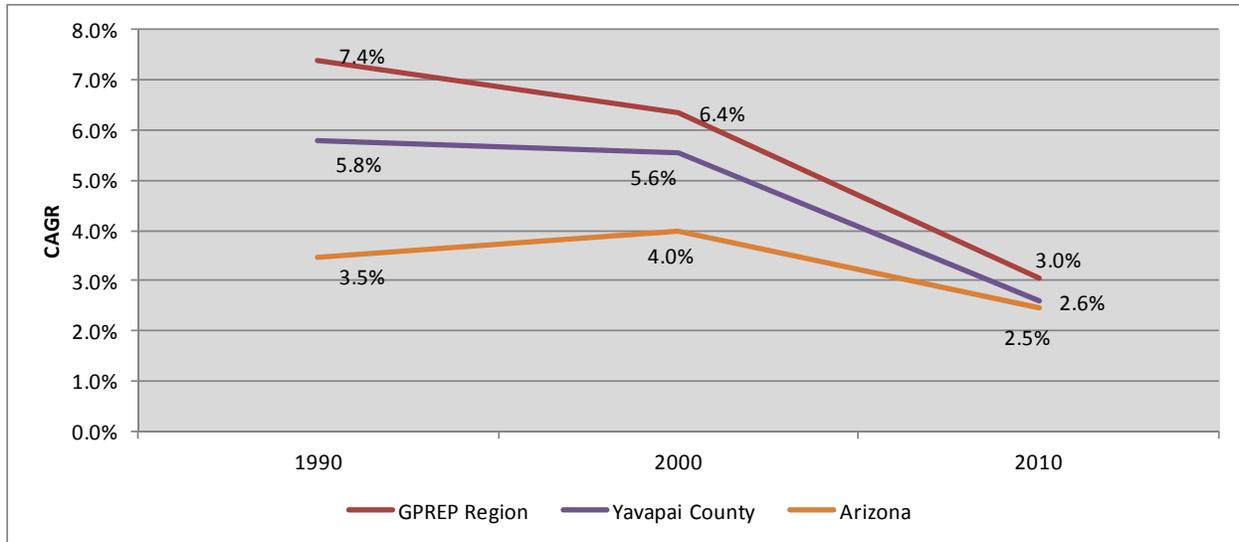
	Chino Valley	Dewey-Humboldt ¹	Prescott	Prescott Valley	Total	Annualized Growth
1990	4,837	3,640	26,455	8,858	43,790	---
2000	7,835	6,295	33,938	23,535	71,603	6.4%
2010	10,817	3,894	39,843	38,822	93,376	3.0%

Source: US Census 1990, 2000, and 2010

Note 1: 1990 and 2000 are figures are for Dewey-Humboldt CDP, the town of Dewey- Humboldt was incorporated in 2004 and has a smaller geographic area, and there was no actual drop in population.

Figure 1 illustrates that the annualized growth rate for the region is greater than the state of Arizona and Yavapai County over this same time period. Beginning in 2000, all geographies are growing, but at a slower growth rate, with the greater Prescott region at 3 percent compared to the State as a whole at 2.5 percent.

Figure 1 - Greater Prescott Region Annual Growth Rates, 1990-2010



Source: US Census 1990, 2000, and 2010

Note 1: Dewey-Humboldt CDP was not large enough to appear in the 1980 census

AGE AND ETHNICITY

The greater Prescott region has a relatively older population due to the large amount of retirees that reside there. Table 2 shows that all of the towns in the region have experienced an increase in the median age over the last two decades.

Table 2 - GPREP Median Age, 1990-2000

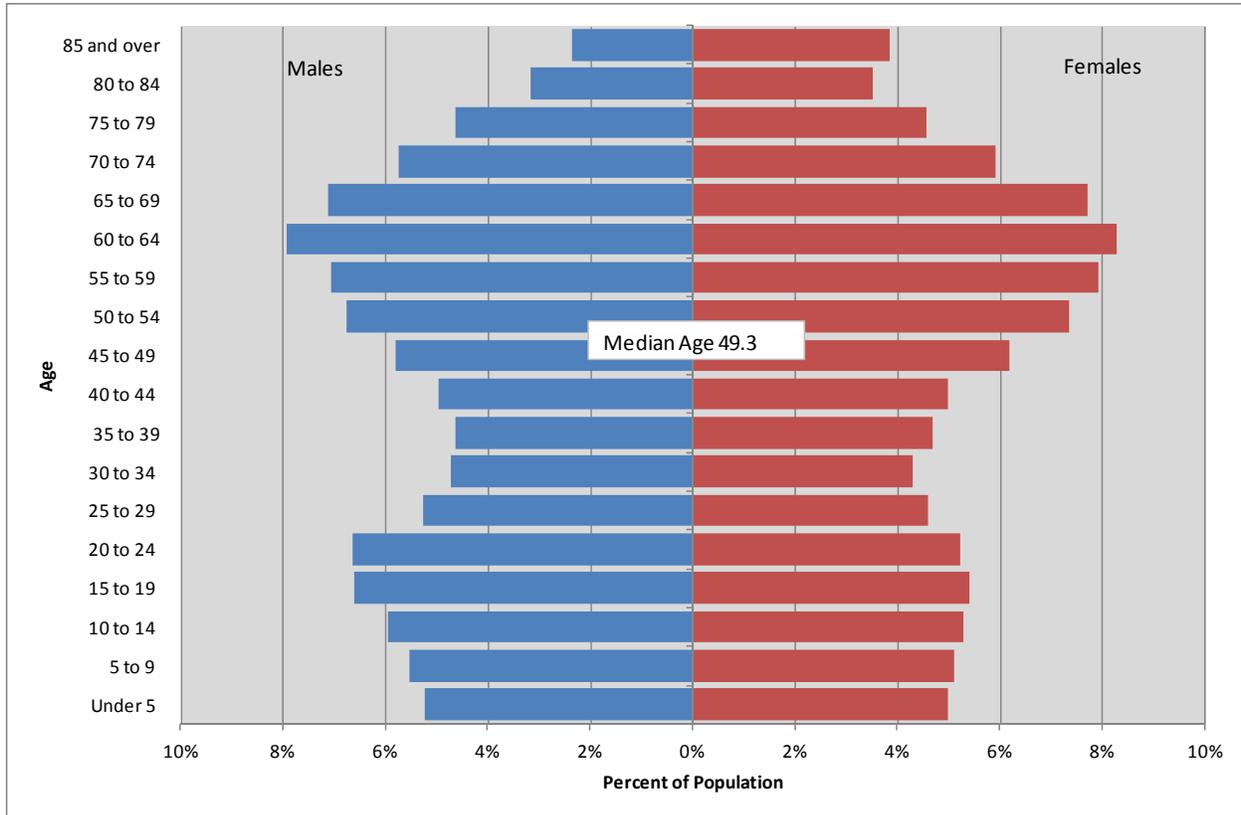
	Chino Valley	Dewey-Humboldt ¹	Prescott	Prescott Valley
1990	37.9	53.7	43.5	37.7
2000	39.8	53.9	47.8	37.3
2010	44.8	49.3	54.1	40.6

Source: US Census 1990, 2000, and 2010

Note 1: 1990 and 2000 figures are for Dewey-Humboldt CDP

A population pyramid is useful in analyzing the distribution of age and gender of the Quad-City region. Figure 2 illustrates the age and gender distribution of the region, and clearly shows the large proportion of retired individuals. An estimated median age for the quad cities area is 49.3 years old.

Figure 2 - GPREP Population Pyramid, 2010



Source: US Census 2010

The age pyramid illustrates a large bulge surrounding the 60 to 64 age cohort, while the prime working years, defined by those between the ages of 25 to 54, is small by comparison. This demographic can most likely be attributed to the large in-migration of retirees to the region.

The race and ethnic composition of the greater Prescott region is largely white, and has remained fairly steady since 1990. Table 3 gives a detailed breakdown of population by race, including an estimate of the Hispanic or Latino population. Since 2000 most categories with the exception of white have grown, making it evident that the population in this area is becoming more diverse.

Table 3 - GPREP Population by Race and Ethnicity

Race	1990		2000		2010	
	Count	Percent	Count	Percent	Count	Percent
Total	132,199	100.0%	71,603	100.0%	93,376	100.0%
White	118,270	89.5%	66,419	92.8%	84,082	90.0%
Black or African American	975	0.7%	317	0.4%	651	0.7%
American Indian/Alaska Native	1,497	1.1%	770	1.1%	1,044	1.1%
Asian	1,484	1.1%	445	0.6%	1,019	1.1%
Native Hawaiian/Pacific Islander	176	0.1%	63	0.1%	115	0.1%
Some Other Race	6,395	4.8%	2,319	3.2%	4,110	4.4%
Two or More Races	na	na	1,270	1.8%	2,355	2.5%
Ethnicity						
Hispanic or Latino (of any race)	18,444	14.0%	6,484	9.1%	11,960	12.8%

Source: US Census 1990, 2000, and 2010

Note 1: 1990 and 2000 figures are for Dewey-Humboldt CDP

INCOME

Residents of the greater Prescott region have median household income’s ranging from \$38,972 in Dewey-Humboldt to \$44,086 in Prescott Valley. Table 4 shows that all of the cities in the region have grown at a comparable rate to the county as a whole.

Table 4 - GPREP Household Income 1990-2010

	Chino Valley	Dewey-Humboldt ¹	Prescott	Prescott Valley	Yavapai County
1990	\$18,646	\$27,266	\$22,517	\$21,848	\$22,060
2000	\$32,289	\$36,839	\$35,446	\$34,341	\$34,901
2010	\$41,978	\$38,972	\$43,867	\$44,086	\$44,084

Source: US Census 1990, 2000, and 2010

Note 1: 1990 and 2000 figures are for Dewey-Humboldt CDP

EDUCATIONAL ATTAINMENT

Educational attainment levels in the greater Prescott region show a smaller share of the population with less than a four year degree compared to the State, as illustrated in

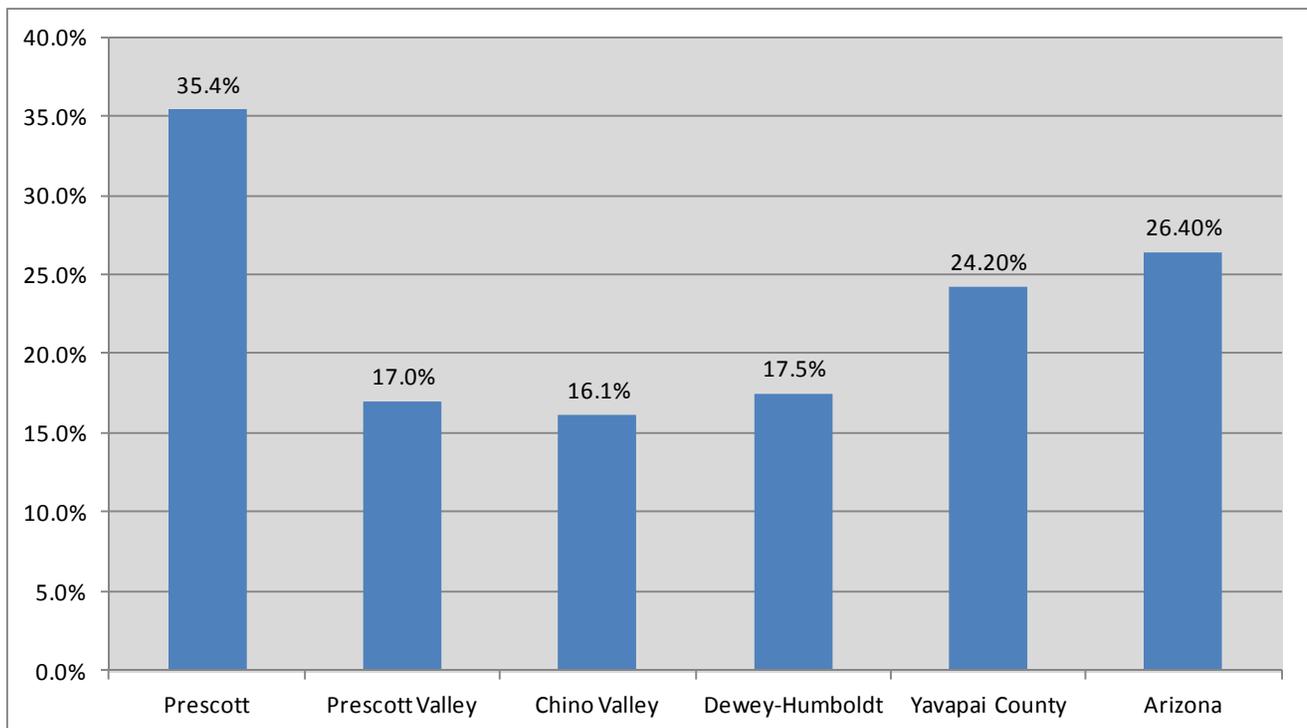
Figure 3. The exception is Prescott with 35.4 percent of the population with a four year degree. A notable percentage of the residents have some college with no degree, as shown in Table 5.

Table 5 - GPREP Educational Attainment, 2011

EDUCATIONAL ATTAINMENT	Prescott		Prescott Valley		Chino Valley		Dewey-Humboldt	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent
Population 25 years and over	31,146	31,146	25,510	25,510	7,599	7,599	2,730	2,730
Less than 9th grade	764	2.5%	1,049	4.1%	162	2.1%	23	0.8%
9th to 12th grade, no diploma	1,534	4.9%	1,903	7.5%	642	8.4%	224	8.2%
High school (or equivalency)	6,889	22.1%	7,096	27.8%	2,426	31.9%	719	26.3%
Some college, no degree	8,398	27.0%	8,961	35.1%	2,402	31.6%	1,141	41.8%
Associate's degree	2,549	8.2%	2,171	8.5%	742	9.8%	144	5.3%
Bachelor's degree	6,320	20.3%	3,046	11.9%	776	10.2%	304	11.1%
Graduate or professional degree	4,692	15.1%	1,284	5.0%	449	5.9%	175	6.4%
High school graduate or higher	---	92.6%	---	88.4%	---	89.4%	---	91.0%
Bachelor's degree or higher	---	35.4%	---	17.0%	---	16.1%	---	17.5%

Source: US Census, 2011 ACS 3 Year Estimate

Figure 3 - GPREP, Yavapai County, and Arizona Percent Bachelor's Degree or Higher, 2011



Source: US Census, 2011 ACS 3 Year Estimate

LABOR FORCE AND EMPLOYMENT

The labor force in the greater Prescott region has increased significantly since 2000 as shown in Table 6. As illustrated the annual growth rate was nearly double that of Yavapai County between 2000 and 2010. The total growth of the region would be higher but the measurement for Dewey-Humboldt shows a decrease due to the fact that the 2000 data was taken for Dewey-Humboldt CDP, which had a larger geographic area than the currently incorporated town of Dewey-Humboldt.

Table 6 - GPREP Labor Force Participation Rates			
	2000	2010	Annual Growth
GPREP Total	30,149	41,456	3.8%
Chino Valley	3,442	4,681	3.6%
Dewey-Humboldt ¹	2,417	1,748	-2.8%
Prescott	14,205	16,869	1.9%
Prescott Valley	10,085	18,158	8.0%
Yavapai County	71,822	87,953	2.2%

Source: US Census 2000, and 2010

Note 1: 2000 figure is for Dewey-Humboldt CDP which has a larger population, there was no actual drop in labor force

EMPLOYMENT BY INDUSTRY

As shown in Table 7, employment in the greater Prescott region is concentrated in educational, health and social services, retail trade, arts, entertainment, recreation and food services. The construction industry is also close behind these other categories.

Chino Valley has a higher concentration of employment within manufacturing, transportation, warehousing, and utilities, and finance, insurance and real estate. Dewey-Humboldt leads the region in construction and public administration employment, while Prescott exceeds in information, professional and scientific, and educational, health and social service jobs. Finally, Prescott Valley has a higher concentration in retail trade, and arts, entertainment, food services and recreation.

Table 7 - GPREP Industry Employment, 2010

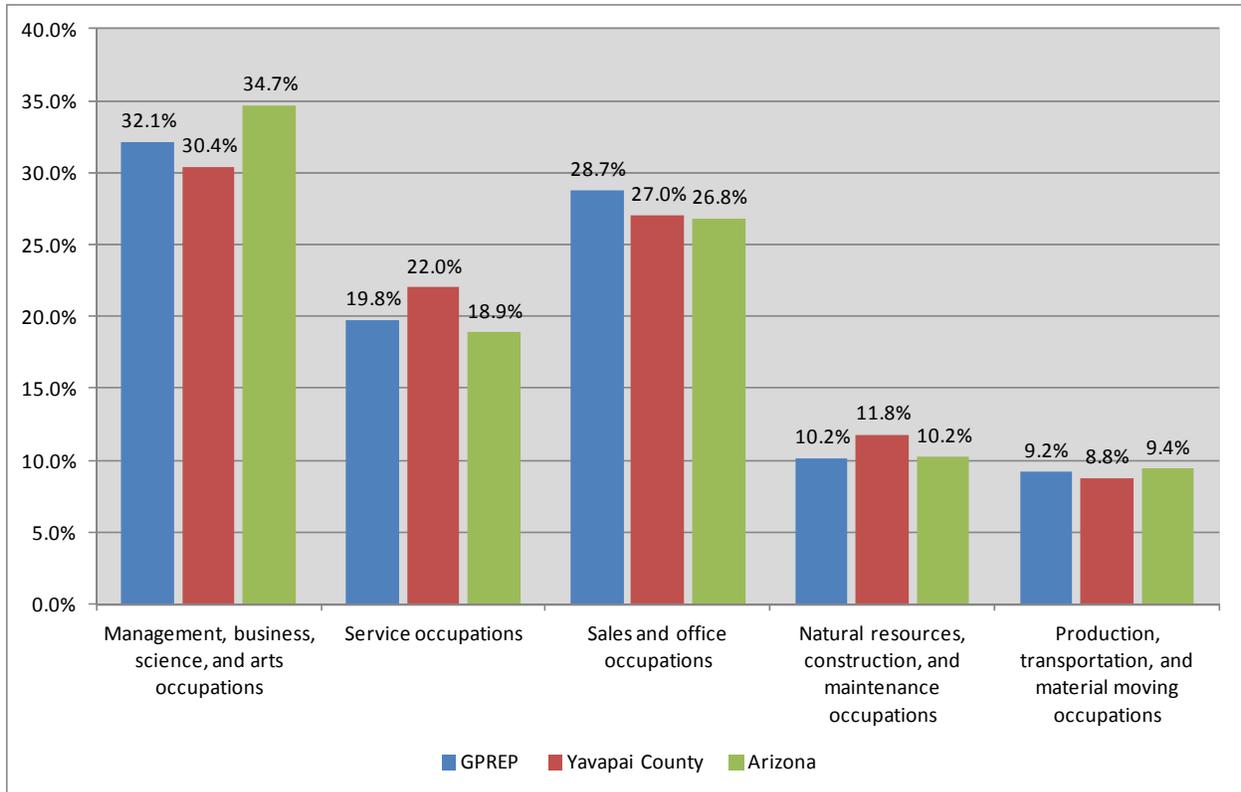
	Chino Valley	Dewey-Humboldt	Prescott	Prescott Valley	Total
Agriculture, forestry, fishing and hunting, and mining	1.2%	2.3%	1.5%	1.1%	1.3%
Construction	9.5%	12.5%	6.3%	11.3%	9.1%
Manufacturing	8.8%	8.2%	6.3%	5.2%	6.2%
Wholesale trade	3.3%	5.3%	1.5%	3.2%	2.6%
Retail trade	12.1%	11.0%	13.7%	18.5%	15.5%
Transportation and warehousing, and utilities	4.2%	0.8%	2.8%	4.0%	3.4%
Information	0.6%	0.4%	1.7%	1.1%	1.3%
Finance, insurance, real estate, and rental/ leasing	9.0%	5.3%	6.4%	5.0%	6.1%
Professional, scientific, and related occupations	6.0%	7.1%	8.5%	5.8%	7.0%
Educational, health and social services	26.0%	27.1%	31.5%	24.2%	27.5%
Arts, entertainment, recreation, and food services	8.5%	5.5%	10.8%	11.2%	10.5%
Other services (except public administration)	5.7%	3.8%	6.4%	4.8%	5.5%
Public administration	5.1%	10.8%	2.5%	4.5%	4.0%

Source: US Census 2010

EMPLOYMENT BY OCCUPATION

The occupational concentration of the region is in management, business, science, and arts occupations, which is closely followed by sales and office occupations. Figure 4 shows that the region has an occupational structure very similar to Yavapai County and the State of Arizona.

Figure 4 - Occupational Employment, 2010



Source: US Census 2010

3. INDUSTRY CLUSTERS

CLUSTER ANALYSIS

To understand the economic drivers of the Prescott region's economy, apart from Yavapai County as a whole, an industry cluster analysis was prepared. Industry clusters are defined as networks of firms within a region that benefit from business-to-business relationships and share common markets, labor pools, technologies, supplier industries, and institutional support services such as educational institutions or other specialized education and training programs. Without these economic drivers, a region would only circulate money already in the local economy, losing economic momentum over time.

By identifying industry clusters and concentrating on meeting their needs, a region can attract wealth and increase prosperity for all of its residents. A focus on clusters also can help a region adapt to economic change. If regional leaders, institutions, technology, capital and infrastructure, are attuned to the pressures facing key clusters, they will be in a better position to respond to cluster needs. Clusters are constantly responding to the market, so the number of distinct clusters in a region typically changes over time.

To begin, the greater Prescott region was geographically defined with an aggregation of 12 zip codes as noted in Table 8. Industries by NAICS codes were combined into industry clusters and an analysis of employment and industry data by NAICS was conducted to identify specialization within the region, cluster employment size, and employment growth. The most current data utilized in this analysis and comes from the U.S. Bureau of Economic Analysis, U.S. Bureau of Labor Statistics, and IMPLAN. The data year for employment 2001 and 2011. Industries were categorized by the North American Industrial Classification System (NAICS) used in the United States, Canada, and Mexico.

Table 8 - GPREP Economic Region by Zip Code			
Prescott	Prescott Valley	Chino Valley	Dewey-Humboldt
86301	86312	86323	86327
86302	86314		86329
86303	86315		
86304			
86305			
86313			

Source: USPS

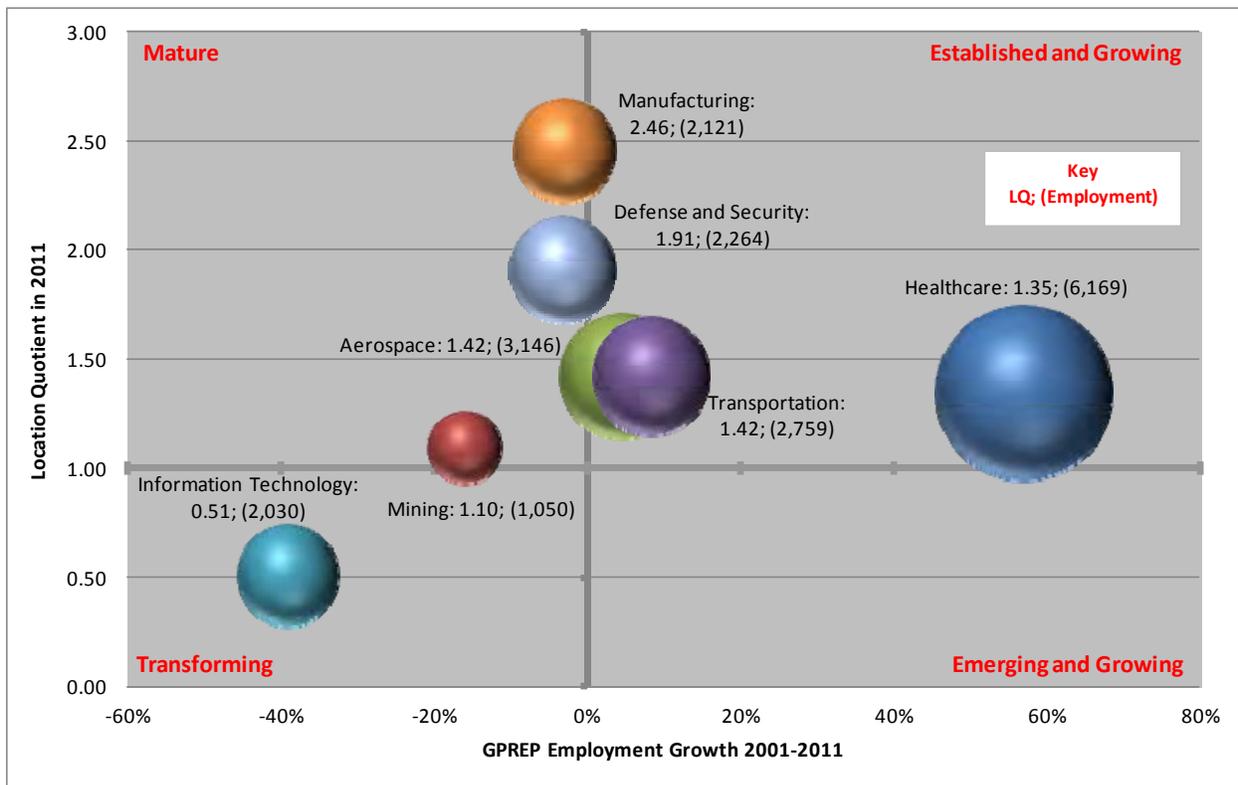
Several factors were utilized in evaluating the industry cluster, including the relative employment concentration, known as the location quotient (LQ), the number of jobs linked to each industry cluster, and employment growth. Location quotients were used to identify the relative concentration of local employment within a given business sector. A location quotient (LQ) was computed for each industry, cluster using the following mathematical formula:

$$LQ = \frac{\text{GPREP Region Industry Employment} / \text{GPREP Region Total Employment}}{\text{Arizona Industry Employment} / \text{Arizona Total Employment}}$$

An industry cluster graphic (Figure 5) was prepared for the region to help identify competitive strengths and weaknesses of the various clusters. The size of the bubble represents industry cluster by number of workers. The vertical axis represents the LQ which shows the relative concentration of that industry to Arizona as a whole. With the Arizona average being 1.0, anything above 1.0 reveals a greater concentration in employment than the state.

The horizontal axis represents employment growth from 2001 to 2011. The bubbles right of the vertical axis are driving the region's growth. Industries above the horizontal axis are more significant to the region than to the rest of the state (In terms of workers employed.)

Figure 5 - GPREP Industry Clusters



The four quadrants of the chart illustrates the industry's economic position within the region. As noted earlier, industries with a LQ greater than one have a high local concentration. Each quadrant of the chart tells a story.

Upper right quadrant - industries in this quadrant are more concentrated in the region and becoming more so over time. These industries, both large and small are established and growing.

Lower right quadrant - industries in this quadrant are not as concentrated relative to the county as a whole, but as they continue to emerge and grow they will contribute more to the region's economic base.

Upper left quadrant - these industries are mature and have a high concentration within the region, but their concentration is declining over time.

Lower left quadrant - industries in this quadrant are less concentrated relative to the state and are declining in employment, either due to industry-wide technological market changes or a declining competitive advantage.

As can be seen in Figure 5, the region has a strong competitive advantage in several industry clusters, including: Manufacturing, Defense and Security, Aviation and Aerospace, Transportation and Healthcare. The industry cluster that employs the most number of people in the region is Healthcare with over 6,100 jobs. This industry cluster also experienced the greatest employment growth over the 10 year time horizon at 57 percent. Aerospace and Transportation are also specialized in the greater Prescott region and saw an increase in job growth at 5 and 8 percent effectively.

Manufacturing has nearly two and one-half times the number of jobs than the state's average, but suffered a 3 percent decline in jobs over 10 years. Given the 29 percent decline in manufacturing jobs nationwide, a 3 percent reduction over 10 years is not significant. Manufacturing reports and recent developments within the industry indicate that a number of manufacturers are re-shoring back to the U.S. This trend can in part be attributed to rising labor costs in China, India and other Asian countries, which has eroded the industry's cost competitiveness.

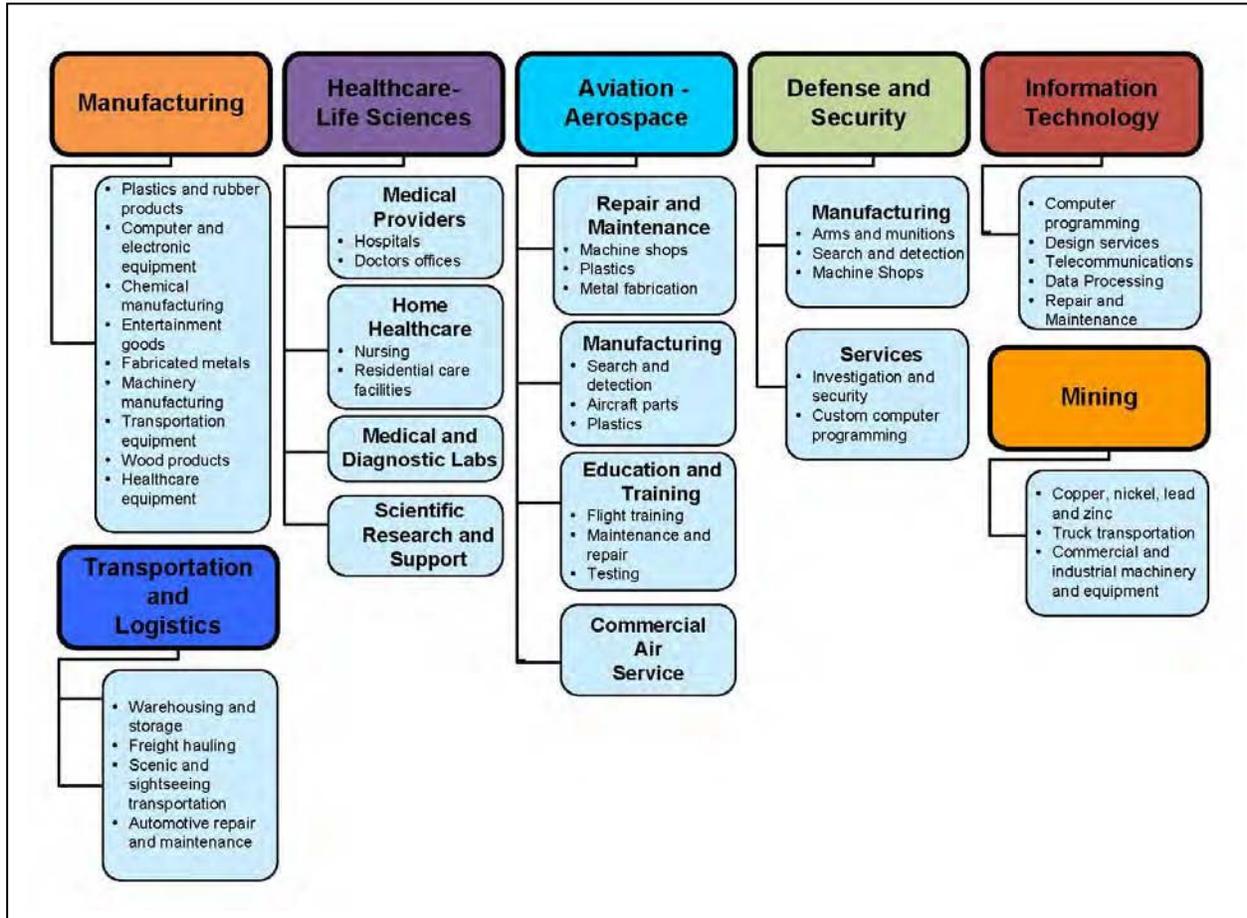
Aviation and Aerospace is also highly specialized in the Prescott region with a 1.42 LQ. This industry cluster also experienced a 3 percent decrease in jobs. Mining has a high concentration in the region, but employs the least number with a little over 1,000 workers. Last, Information Technology is a transforming cluster and not highly concentrated in the Prescott region. The number of jobs associated with this industry was reduced by 39 percent over the 10 year timeframe.

INDUSTRY CLUSTER FORMATION

Seven industry clusters were identified within the greater Prescott area. As noted earlier, industry clusters are comprised of networks of firms within a region that benefit from business-to-business relationships and share common markets, labor pools, technologies, supplier industries, and institutional support services such as educational institutions or other specialized education and training programs. An industry cluster diagram was prepared to showcase the makeup of each of the seven clusters and is presented in Figure 6. It is important to note that some industries can be associated with more than one cluster, such as machine shops, which suggests the presence of a potential supply chain.

Clusters drive economic vitality, generating jobs and wages for residents and expanding purchases of products and services from local suppliers, all resulting in a positive ripple effect to create benefits for every community within the region.

Figure 6 - Industry Cluster Diagram



The Technical Advisory Committee met, reviewed, and discussed the industry clusters and determined that GPREP would initially focus its economic development efforts on the following industry clusters:

- Manufacturing
- Aviation and Aerospace
- Defense and Security

4. ECONOMIC DEVELOPMENT ACTION PLAN

In today's market the name of the economic development game is "regionalism." Successful economic development programs leverage regional assets, benefit from shared resources and encourage cohesiveness between the public and private sectors. This leads to the development of policies and programs designed to make the region more competitive in a national and global economy.

The civic and business leadership within the Prescott area recognize the importance of regionalism and have come together to create the Greater Prescott Regional Economic Partnership (GPREP). Crafting the economic development strategic plan for implementation is one of the first steps that is being undertaken. This plan represents a three-year blueprint to enhance job creation for the region, and includes an action plan and cluster based strategies.

PLANNING PROCESS

Arizona Public Service has been a champion of local economic development efforts by providing resources to assist communities in economic development planning through its Economic and Community Development Department. Leaders within the Prescott region approached APS and requested their support in an effort to organize a regional economic development program for the quad city area of Chino Valley, Dewey-Humboldt, Prescott and Prescott Valley. Several planning meetings were held with area leaders to discuss their goals and lay the groundwork for an economic development planning process.

Early Stages

Community leaders within the quad city area have long felt that a regional approach to economic development would yield greater results to the area economy and foster job creation. They requested the assistance of APS to facilitate meetings in order to help them organize their approach.

Initial meetings were held with the organizational team for GPREP and APS representatives. A survey of the group was conducted to learn if there would be support for implementing a regional economic development program, and to inquire about opinions on the organizational structure. Subsequent meetings were held to facilitate a dialogue to discover common ground as a region and discuss organizational structures, funding and next steps. Sub committees were created to focus on three areas: mission, finances and regional structure.

The organizing committee of GPREP agreed upon their next steps, which included the preparation of an economic development strategic plan to be implemented by GPREP. A mission statement was crafted for the new organization and a fund raising brochure was prepared.

Economic Development Plan Creation

To commence the economic development planning process a Technical Advisory Committee (TAC) was formed whose role was to provide input and be a sounding board to the development of the plan. The TAC met three times over the course of the process and consisted of 20 members. The committee included elected officials and municipal managers from each of the four communities, and representatives from Yavapai County, NACOG, higher education, the Tribe and the private sector.

Interviews were conducted over two days with representatives from the four cities as well as the private sector, noted below. The objective of the interviews was to gain a firsthand perspective regarding economic development opportunities and barriers, industry targets, role of the regional economic

development group, and perceptions of the region. These interviews resulted in a broad picture of the critical issues and opportunities surrounding economic development in the Prescott region and findings were used to prepare the SWOT analysis.

- Town of Chino Valley
- City of Prescott
- Town of Prescott Valley
- M&I Windows
- Cobham
- Ace Hardware Distribution
- Print Pak
- Prescott Aerospace
- Prescott College
- Yavapai College
- Embry Riddle Aeronautical University
- Yavapai Regional Medical Center
- Prescott Valley Economic Development Foundation

KEY FINDINGS

Findings from these interviews provided insight into potential growth strategies, opportunities for collaboration, and market trends and gaps. They also helped in understanding key success factors, local competition and barriers to economic development. While subjective, this information is critical in giving GPREP the most up to date picture of the regional market including its strengths and weaknesses. The key findings from these interviews are detailed below. The full SWOT analysis is included in Appendix A of this report.

- **Area Image** - Based on input received during the interviews the perception of the region is rooted in its Western history, encompassing references to cowboys and Whiskey Row. The area is known for tourism and retirement, which were key themes enumerated several times by stakeholders during the interviews. In reality, the regional economy is much more diverse and boasts employment in key sectors such as manufacturing, aviation, aerospace, healthcare and education.
- **Regional Strengths to Leverage** - One of the key foundations that supports economic development is the presence of higher education facilities. The Prescott region have several colleges including Yavapai College, Prescott College, Northern Arizona University, and Embry Riddle Aeronautical University. Having three colleges within a market the size of the Prescott region is an enormous strength. The quality of life of the region is highly touted, including the climate, outdoor and recreational amenities, well maintained roads, and access to metropolitan Phoenix; all of which have been a magnet for retirees. The regional airport, Ernest A. Love Field is an underutilized asset and has not achieved its greatest potential. The addition of a modern terminal building, extension of the runway, regular and reliable commercial air service to key markets, and the attraction of aviation and aerospace related industry should be a major focus.
- **Weaknesses to Address** - Retaining recent graduates and attracting a skilled workforce has been challenging for the region. Drawbacks have included the lack of affordable housing and insufficient jobs within base industry, such as aerospace and manufacturing. From a business retention and recruitment standpoint, there is little shovel ready land available and the existing inventory of buildings is not of the size that is in demand by potential users. In addition to improvements to

Ernest A. Love Field, telecommunications infrastructure has not kept pace for data applications and transportation and utility costs are high.

- **Community Cohesiveness** - The general opinion is that there is little collaboration and a great deal of divisiveness among the four communities. The inability to come together on common goals for the region is due to past history, which manifests itself into mistrust. Finding common ground will be vital for the success of the region and job creation.

OPPORTUNITIES

Interviews resulted in the identification of several potential opportunities for the region. Key opportunities are noted below.

- **Unmanned Aerial Systems (UAS)** - By 2018 the projected growth of commercial unmanned aerial systems is over 700 percent.¹ As UAS technology trickles down from the military into commercial applications, such as implementing mapping, first responder support and surveillance of large areas, knowing which sectors are poised to grow the fastest will enable economic developers to stay ahead of the market as it emerges and capitalize on the coming expansion. The presence of Embry Riddle University combined with Yavapai College enables the region to create a foothold within this market, which encompasses research and development, manufacturing and pilot training.
- **Ernest A. Love Field** - The construction of a modern terminal building with amenities that travelers and pilots desire, as well as runway extension, airfield safety enhancements and regular and reliable commercial air service, could be a game changer for the greater Prescott Region. The elevation of Ernest A. Love Field is more conducive to flying year-round than the Flagstaff airport. With the proper investments Ernest A. Love Field could become a true regional commercial airport; something that is lacking in this part of Arizona. Airports have been catalysts for regional development, urban renewal as well as tourism and convention business. They support business operations and locations. Cultivating additional sources of revenue for the airport through the strategic development of land assets for aviation and aviation related development as well as non-aviation commercial development will be necessary. Consideration should be given to the establishment of a regional airport authority with bonding capabilities.
- **Career Technical Education (CTE)** - Aligning workforce development with industry clusters is crucial for the successful implementation of cluster strategies. This requires a clear understanding of the industries in the region and a common understanding of the knowledge and skills required to compete successfully. Potential gaps in education programs that were identified during the interviews include aviation maintenance, repair and overhaul (MRO), and medical technology. There are many existing educational programs offered in the region, but not all employers are aware of their existence. Expanding opportunities and building partnerships with business and education ensures that workforce needs are being met.

¹WinterGreen Research

- **Brand and Marketing Development** - Creating one cohesive economic development brand and marketing message for the region is much more powerful than a number of small voices. It is vitally important for local government, chambers of commerce, business groups and destination marketing organizations to work together to bring a message and brand to life. The Prescott region currently has a brand embodied in Western history, tourism and retirement. What can the region do to leverage the existing brand and parlay that into economic development marketing?

Branding is the art of differentiation

Your brand is what sets you apart from everyone else. When someone mentions your community's name, what is the first thing that comes to mind? The name must become synonymous with the brand.

ECONOMIC DEVELOPMENT ACTION PLAN

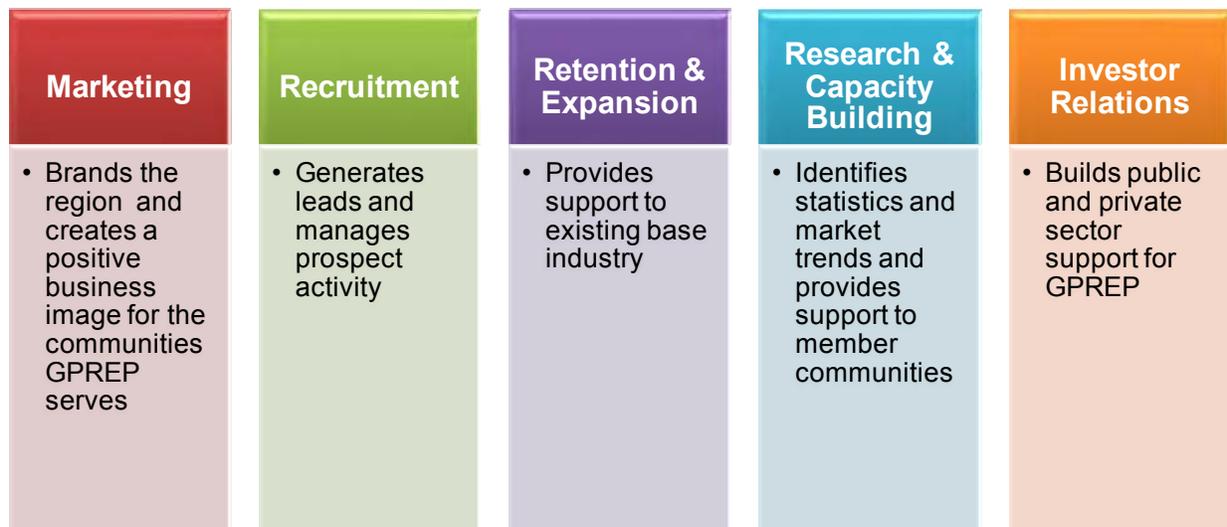
A mission statement was prepared by the GPREP leadership during the initial stages of formation of the organization. This mission statement is being used to guide the direction of the Economic Development Action Plan.

Mission Statement

To create a regional identity to help local companies expand, attract new quality businesses, and foster capital investment in the greater Prescott region, thereby making our region more competitive with other regions and ensuring a vibrant and self-sustaining regional economy.

The GPREP Economic Development Action Plan is predicated around five focus areas, which are depicted in Figure 7. These focus areas were formulated based on the results of the background research, interviews, and Technical Advisory Committee input. The order of the focus areas and their supportive goals, action items and implementation steps are not prioritized based on their value to the region. To achieve any measure of success in economic development, implementation of action items within all focus areas must be undertaken simultaneously.

Figure 7 - Economic Development Action Plan Focus Areas



Each focus area of the following action plan has an overarching goal followed by action items and implementation steps. The three-year plan suggests which year an action item should commence. Preliminary benchmarks in which to measure performance have also been identified for each focus area. Once the plan is underway, GPREP leadership may want to modify the benchmarks that are used to track progress. Following the five focus area goals are cluster based strategies for implementation.

Table 9 - Economic Development Action Plan

Marketing Goal - Create a business brand and marketing campaign for the region designed to achieve the economic development actions.			
Actions:	Year 1	Year 2	Year 3
1. Create a website to promote the region.	X		
<ul style="list-style-type: none"> Secure a domain name Retain the services of a web developer Gather the information and data to be included Update on a regular basis 			
2. Develop a "business brand" for the region.	X		
<ul style="list-style-type: none"> Retain the services of a company that has experience in branding and marketing for economic development. Form a working sub-committee to develop a RFP and send it to a pre-qualified list of firms. Work with the selected firm and provide oversight and input. Arrange a roll out the completed brand to the local market. 			
3. Develop marketing materials.	X		
<ul style="list-style-type: none"> Prepare a marketing brochure for the region and a 1-2 page promotional piece for each targeted industry cluster. Utilize the brand and templates provided from the branding initiative. Conduct the necessary research to determine what to include in the marketing pieces. 			
4. Design a communications plan.		X	
<ul style="list-style-type: none"> Create a master calendar to plan and track marketing activities. Consider the development and deployment of an e-newsletter. Create and maintain a database of contacts to keep apprised of GPREP activities, events and regional successes. 			
5. Foster a working relationship with the Arizona Commerce Authority (ACA).	X		
<ul style="list-style-type: none"> Include the ACA on a master distribution list of GPREP information/data Participate on applicable prospecting missions and trade shows initiated by the ACA Annually hold a FAM tour with representatives with ACA. 			
6. Hold an annual meeting with community partners and donors to present results and information.		X	
<ul style="list-style-type: none"> Prepare an annual progress report of GPREP achievements, including number of active prospects, new jobs created/retained, etc. Work with community partners to organize a business lunch or dinner to present the annual report and outline upcoming objectives. 			
Benchmarks: Number of hits to website, launch of the GPREP brand, number of marketing materials distributed, participation in prospecting events, attendance at the annual GPREP meeting.			

Business Recruitment Goal - Enhance the regional job base by attracting companies within three industry clusters.			
Actions:	Year 1	Year 2	Year 3
1. Generate leads within the industry clusters for the region.	X		
<ul style="list-style-type: none"> Focus on Aviation and Aerospace, Defense and Security and Manufacturing Clusters Work with community and Tribal partners to prepare a marketing outreach campaign, which could include direct sales calls, email blasts, direct mail, FAM tours, etc. Implement the program and track progress. 			
2. Manage prospect activity.	X		
<ul style="list-style-type: none"> Develop a system for tracking prospect activity or acquire prospect tracking software . Create a monthly activity report to distribute to economic development partners. As appropriate brief Board members. 			
3. Establish prospect handling protocol among the community partners.	X		
<ul style="list-style-type: none"> Create a sub-committee consisting of community partners and Tribal representatives to develop prospect handling procedures. Review protocols of other organizations and determine what will work best for GPREP. Formally adopt the procedures. 			
4. Build relationships with Site Location Advisors.		X	
<ul style="list-style-type: none"> Prepare and maintain a list of site location advisors. Identify approaches to connect with these advisors, which could include trade shows, visit them on their own turf, hold special events, FAM tours, etc. 			
Benchmarks: Number of prospects or active deals in progress, number of sales calls made, jobs created, square feet of space absorbed or built, capital investment, increase in the average industry wage.			

Business Retention and Expansion Goal - Facilitate the expansion of local business and job creation/retention.			
Actions:	Year 1	Year 2	Year 3
1. Support local business retention and expansion efforts currently underway by local economic development organizations and chambers of commerce.		X	
<ul style="list-style-type: none"> Following the B3 model used by Prescott and Prescott Valley, participate in one-on-one business calls and provide follow up services as needed/requested. Identify local business needs and level of satisfaction of doing business in the region, which could impact recruitment and retention efforts. When appropriate conduct visits to corporate headquarters Work with local, and if applicable, state economic development partners to effectuate change. 			
2. Share data and information with BRE partners on the region as needed.		X	
<ul style="list-style-type: none"> Determine the type of data/information that may be useful to BRE efforts. Provide information periodically throughout the year or as requested. 			
3. Hold business roundtables with local business establishments.		X	
<ul style="list-style-type: none"> In collaboration with the local economic development programs and chambers of commerce, organize/participate in regular roundtable meetings with local business establishments. As requested prepare information for presentation at the meeting. 			
4. Partner with local organizations such as SBDC, NAU Business Assistance Center, and SCORE to provide support for Entrepreneurship Programs.			X
<ul style="list-style-type: none"> Refer companies/entrepreneurs to the SBDC who may need assistance in starting up or accelerating their company. Maintain a referral list of resources to provide upon request. 			
5. Help implement Yavapai County Sector Strategies for the Prescott Region.	X		
<ul style="list-style-type: none"> Become a name sponsor of meetings that are designed to galvanize the business community into identifying opportunities and policies that are needed to become more competitive. In collaboration with others in the region and state, identify sector strategies and help drive the implementation of strategies that line up with the Prescott Region industry clusters, such as light manufacturing and healthcare. Participate in or co-chair sector strategy committee(s). 			
Benchmarks: Number of local business calls made, jobs retained or created, square feet of space absorbed or built, capital investment, number of attendees at business roundtable, number of referrals to the partner organizations.			

Research and Capacity Building Goal - Develop and maintain a repository of data and information on the region and provide technical assistance to member communities.			
Actions:	Year 1	Year 2	Year 3
1. Conduct an asset inventory of the Greater Prescott Region.	X		
<ul style="list-style-type: none"> Review other region asset inventories to determine what data should be collected and maintained. Identify data sources , gather and format the data for distribution to community partners and prospects. Upload applicable information to the GPREP website. Update asset inventory at least annually. 			
2. Meet with area partners on a regular basis.	X		
<ul style="list-style-type: none"> Prepare quarterly reports that track prospect and marketing activity and progress. Hold quarterly meetings to review and discuss progress reports. Identify additional data or research needed for the region and determine what should be collected and who should collect it. 			
3. Provide technical assistance to community partners		X	
<ul style="list-style-type: none"> As requested, support community partners by providing technical assistance on matters pertaining to implementation, such as industrial park development. As needed, refer community partners to subject matter experts. Monitor and track progress. 			
4. Enhance the knowledge and skill set of GPREP and its Community Partners.			X
<ul style="list-style-type: none"> Identify applicable economic development training sessions and workshops that would enhance the knowledge of GPREP staff as well as that of community partners. Attend economic development conferences to stay connected to new and innovative economic development ideas and strategies for implementation. Consider sponsoring /hosting a training session for community partners on subject matter(s) relevant to enhancing the knowledge base. 			
Benchmarks: Up-to-date asset inventory, dissemination of quarterly reports, level of community members' satisfaction.			

Investor Relations Goal - Build public and private sector support for GPREP.			
Actions:	Year 1	Year 2	Year 3
1. Conduct an annual fundraising campaign.	X		
<ul style="list-style-type: none"> Meet with existing corporate and municipal donors as needed. Prepare a list of potential donors to pursue funding commitments. Update the fundraising brochure to showcase GPREP activities and job creation/retention successes. Establish a fundraising committee consisting of Board members, identify fundraising goals and launch the campaign. 			
2. Operationalize GPREP	X		
<ul style="list-style-type: none"> Hire an Executive Director. Develop GPREP operating procedures manual. Develop and adopt an annual operating budget. 			
3. Promote a culture among community leaders that motivates them to invest in the greater good of the region.		X	
<ul style="list-style-type: none"> Identify issues important to economic development and engage community leaders and stakeholders to advocate for GPREP. Make presentations at various public policy boards, commissions, and committees to provide a perspective and understanding of regional economic development issues and innovative solutions. Encourage non-profit organizations to become engaged in economic development. 			
Benchmarks: Fundraising goals achieved, board member participation in board and committee meetings.			

CLUSTER BASED STRATEGIES

Industry clusters drive a region’s economic wealth by generating jobs and wages for residents and expanding purchases of products and services from local suppliers; all resulting in positive ripple effects to create benefits for every community in the region. By devising strategies to support clusters, the region can strengthen cluster firms as well as the overall economy.

Three of the seven clusters identified in Chapter 2 were chosen by the TAC for inclusion within the three-year Economic Development Action Plan. These include: Aviation and Aerospace, Defense and Security, and Manufacturing. These three clusters comprise 15 percent of the total employment in the region and represent 17 percent of the total payroll.

Table 10 - Cluster Strategies

Goal 1: Build a stronger education pipeline of skilled workers			
Actions:	Year 1	Year 2	Year 3
1. Create seamless connections between the components of the system.			X
<ul style="list-style-type: none"> Identify by industry cluster the knowledge and skill demands of the workplace. Determine the gaps between primary, secondary and post secondary systems, between education and workforce programs and between these programs and the skill demands of the workplace. Collaborate with workforce providers to fill the gaps and provide a seamless system. 			
2. Build partnerships between business and education.			X
<ul style="list-style-type: none"> Meet with business representatives to learn about their workforce needs. Provide information on existing training programs applicable to their business that are offered in the region. Work with primary and secondary education providers so that career ladders can be developed. Regularly review JTED courses for their relevance to industry clusters. 			
3. Improve linkages between workforce and economic development.			X
<ul style="list-style-type: none"> Develop an outreach system to obtain data analysis and input from a wide variety of businesses. Integrate data sources to enhance labor market supply-demand information. Modify data so that it is useful to both government and private sector businesses. 			
Benchmarks: Number of jobs absorbed by local graduates, economic impact of graduates that stay in the area, local industry satisfaction with workforce.			

Goal 2: Become an economic development center for Unmanned Aerial Systems (UAS).			
Actions:	Year 1	Year 2	Year 3
1. Create a UAS regional cluster network that includes industry, workforce and education representatives.		X	
<ul style="list-style-type: none"> • Convene a roundtable with the cluster network to discuss UAS and identify the top opportunities for the region, which could include research, development, testing, flight service, pilot training and manufacturing. • Develop specific strategies with measurable outcomes and implementation commitments. • Determine the future role of the UAS cluster network. 			
2. Educate elected officials on the importance of this industry cluster.		X	
<ul style="list-style-type: none"> • Prepare an economic impact report on the UAS industry cluster and distribute it to local and statewide elected officials. • Conduct regular briefings with elected officials. • Prepare and distribute a fact sheet on the UAS cluster. 			
3. Identify legislative issues important to the UAS industry cluster.		X	
<ul style="list-style-type: none"> • Monitor state and national legislation pertinent to this industry. • As appropriate collaborate with others within Arizona to author and support statewide legislation. 			
4. Be proactive at the local, state and national levels.		X	
<ul style="list-style-type: none"> • Collaborate with other organizations in Arizona and the U.S. to further the objective of growing the UAS industry cluster. • Take on leadership role(s) when appropriate to enhance the visibility of the Prescott Region as a center for UAS. 			
Benchmarks: Creation of an unmanned aerial systems industry cluster, adoption of legislation important to this cluster, preparation of an economic impact analysis.			

Goal 3: Identify policies at the local and state levels that strengthen the region's ability to be successful.			
Actions:	Year 1	Year 2	Year 3
1. When required identify weaknesses in the permitting process of member communities.		X	
<ul style="list-style-type: none"> Monitor the permitting process for flexibility, predictability, speed, and fees. Provide feedback and suggestions to each municipality. 			
2. Identify incentives that promote economic development.		X	
<ul style="list-style-type: none"> Based on the needs of the industry clusters, conduct research on competitor city incentive programs. List local and state incentives that are currently in place that are being used or could be used. Establish a GPREP deal closing fund to stimulate local expansion and the recruitment of new business within the industry clusters. Closely monitor the use and return on investment of the deal closing fund (i.e. number of jobs created, average wages paid, overall contribution to the local tax base, etc.). 			
3. Benchmark the Prescott Region to the competition.		X	
<ul style="list-style-type: none"> Identify key competitor cities and monitor the incentives that they offer. On a bi-annual basis research and compare the cost of doing business in the region against competitor areas. Include information such as wages, utilities, taxes, transportation costs, etc. Prepare a benchmark report and distribute to community partners and board members. 			
4. Participate in Sector Strategy Meetings	X		
<p><i>(cross referenced with Business Retention and Expansion Goal, Action item #5)</i></p> <ul style="list-style-type: none"> Help identify legislative policy that will help the region become more competitive. Participate in or co-chair sector strategy committee(s). 			
Benchmarks: Services offered to community partners, competitor city analysis, return on investment from incentives.			

Goal 4: Enhance the region's competitiveness through investments in catalyst projects.			
Actions:	Year 1	Year 2	Year 3
1. Develop Ernest A. Love Field into a robust employment center for the region.			X
<ul style="list-style-type: none"> • Compile a database of what economic development activity has been achieved at comparable airports around the country. • Identify approaches, financing mechanisms and other tools that have been utilized that could be emulated. • Develop a timeframe to implement recommendations from the Airport Master Plan. • Pursue Foreign Trade Zone designation at the airport. • Consider the creation of an Airport Authority. 			
2. Increase the availability of industrial sites within the region.		X	
<ul style="list-style-type: none"> • Pursue plans for industrial park development at the airport as well as greenfield sites. • Based on industry clusters, determine the range of parcel sizes that would have the highest demand. • Identify infrastructure needs, associated costs and financing mechanisms in order to create "shovel ready" sites. 			
Benchmarks: Number of acres of fully serviced industrial sites, jobs generated by catalyst projects, value of capital investment, implementation of airport master plan.			

5. NEXT STEPS

Launching a new regional economic development organization is a major endeavor and requires many steps including the creation of the organizational structure, fundraising and staffing. The organizing committee for the GPREP has been actively working and have recently filed Articles of Incorporation with the Arizona Secretary of State's Office. At the last Technical Advisory Committee meeting held June 2013 several next steps were discussed and agreed upon.

Board of Directors Composition

The Board of Directors for GPREP will consist of 21 members and have an Executive Committee that would initially be three members and not to exceed seven members. The terms of office would be staggered and the composition of the Board of Directors would consist of representatives from both the public and private sectors. The objective is to have a diverse makeup of private sector members representing healthcare, finance/banking, education and private business. The board will meet quarterly with the Executive Committee meeting more frequently.

Preliminarily the Board would be comprised of the following government and business representatives.

Government Representatives:

- City of Prescott
- Town of Prescott Valley
- Town of Chino Valley
- Town of Dewey-Humboldt
- Yavapai County Board of Supervisors
- Yavapai Prescott Indian Tribe

Business Representatives:

- Healthcare
- Higher education
- Finance/Banking
- Private industry (8 to 12 members)

Individuals were assigned the task of contacting prospective Board members to solicit their interest and willingness to serve on the board.

Fund Raising

The GPREP Finance sub-committee has launched its fund raising drive. Based on an earlier business plan created for GPREP, the preliminary goal is to raise between \$200,000 to \$300,000 per year for the operations of the regional partnership by securing multi-year commitments from both the public and private sectors. A fund raising brochure was prepared and members of the organizing committee have prepared a list of prospects to begin calling on.

Staffing

The GPREP organizing committee agreed that in order to launch the regional organization it will be necessary to hire an executive director or retain a contractor immediately. Relying solely on volunteers for implementation is very difficult and showing early successes will be important for the regional effort.

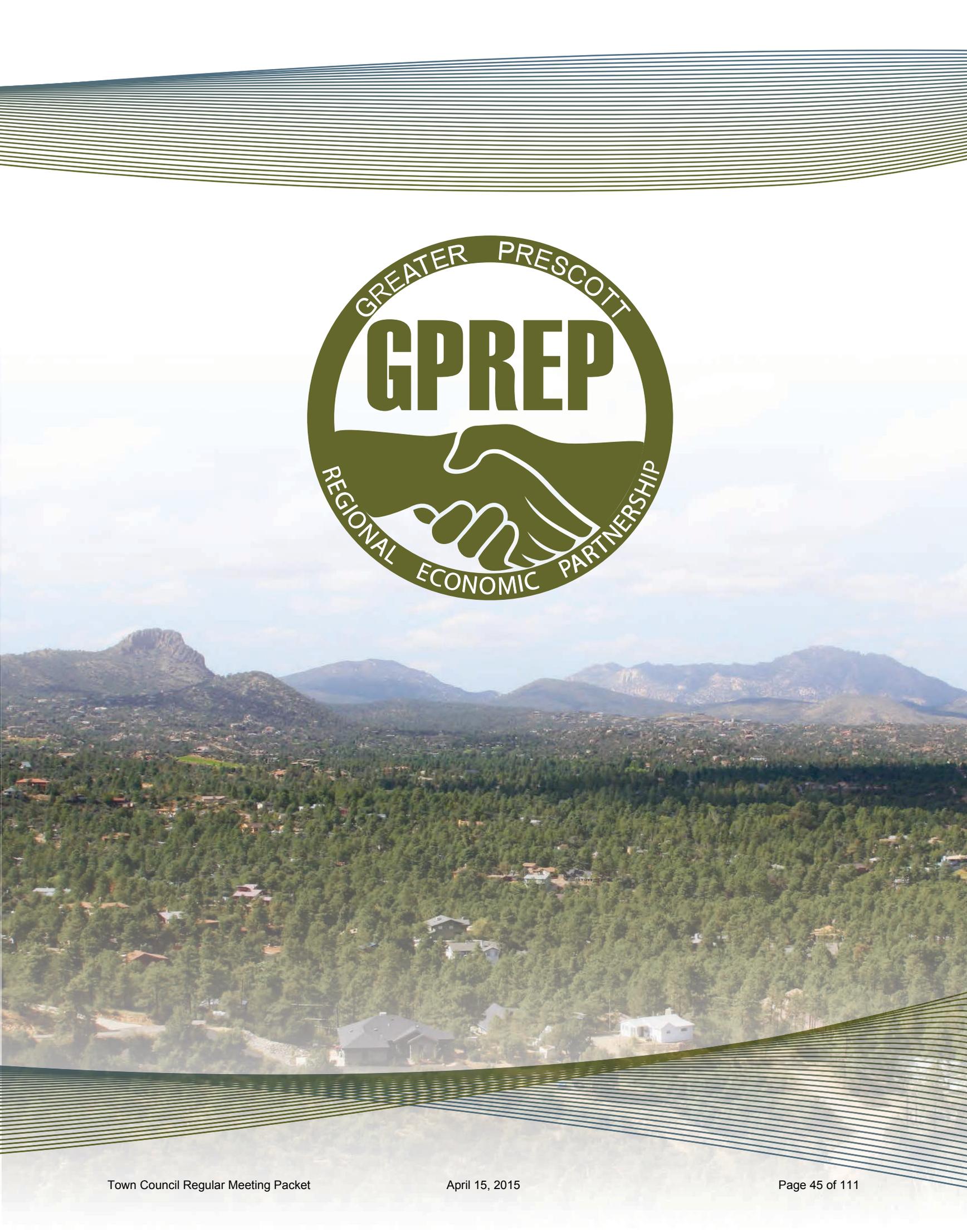
An ad hoc sub-committee was formed to begin discussions relating to hiring an Executive Director or retaining the services of a consultant. At a minimum, a job opening notice should be created which summarizes the role and responsibilities of the position and the experience required. Background on GPREP should also be provided along with a discussion of preliminary expectations of the position. This information could be used for a job posting or solicitation of a contractor.

APPENDIX A – SWOT ANALYSIS

GPREP SWOT Assessment - April 2013

Strengths	Weaknesses
<ul style="list-style-type: none"> • Area has a moderate climate adding to the quality of life • Lack of congestion with well maintained roads and easy access to I-17 • Existing Career Technical Education Programs, such as mining program, welding, and pre engineering, helicopter and fixed winged flight school • Good schools and universities • Good proximity to Phoenix, California and Mexico • Ready able and willing workforce • Industrial lease rates are competitive • The region is free from natural disasters • Strong bus system in the region • Aerospace and a regional airport structure with a tech focused park • Business friendly environment • Tourism as a major economic driver • Outdoor and recreational amenities • Existing 2+2 program and high school students matriculating right into community college. • Yavapai College is nimble and can quickly provide training in the areas that an industry needs. • On-line learning for post bachelorette , NAU, YCC and Embry Riddle • The charter schools have good STEM programs. • Existing and proposed business and industrial parks 	<ul style="list-style-type: none"> • Availability of jobs to retain and attract young adults is a challenge; it's a tough social scene for the younger generation • Inability to come together on common goals for the betterment of the region • Lack of financial incentives or a deal closing fund to attract/retain business in order to be competitive • Availability of shovel ready sites within the region is limited • Limited supply of desirable industrial and office space at competitive lease rates • The region lacks a modern airport terminal with more dependable and reliable air service to destinations other than Los Angeles and Denver • Need additional work at the airport, such as safety and runway lengths. • Electric utility rates are high and the rate structure is complicated • Trucking transportation costs are high due to logistics; disincentive for manufacturers with bulky product • Area does not have the high end telecommunications infrastructure needed for data centers • The region is viewed as a retirement destination • The supplier base does not grow because they don't have or can't get the capitalization • There is no rail service • Area workforce is not that large • Recruiting for mid level jobs and college graduates is difficult • The K-12 school system is not as good as other areas of the country and the school is big for a rural area • There is not an effective transit system between the Prescott region and Phoenix and Flagstaff

Opportunities	Threats
<ul style="list-style-type: none"> • Center for UAV testing and training, with Yavapai College focusing on teaching piloting drones, and Embry Riddle on research and manufacturing • New terminal building at the airport with additional amenities • Creation of an aviation maintenance training program • Establish a medical residency program at YRMC • Designation of additional enterprise zones • Capitalize on job creation in aerospace, healthcare, logistics, small regional data centers and small backup support centers, data storage and bioinformatics, gun manufacturing • Designation of employment centers • Development of Greenfield industrial sites in Chino Valley and Prescott Valley • Expansion of job shops who are suppliers and support services such as maintenance of aircraft • Environmental test labs due to the region's elevation (high UV due to the sun) • Meeting the demand for medical facilities and services for the aging population • Adding medical technology programs at the college • Creating one cohesive economic development marketing message and program for the region • Attraction of major sporting tournaments 	<ul style="list-style-type: none"> • Lack of cooperation and divisiveness permeates the region • There is a "no growth" sentiment • Chino aquifer drops 6 feet a year and 90-95% of Prescott's water comes from the Chino watershed. • General population sees growth as negative because it attracts people • Availability of water, whether it is either real or perceived • Stigma of a retirement community • Taxing structure in AZ that disproportionately places burden on industry and equipment • Maintaining the quality of life (such as school system, affordable housing, etc.) in order to attract and retain talent • Great disparity in wealth and not a lot of disposable income • Municipal revenue structure with reliance on sales tax



[Page intentionally left blank]

Days of Remembrance Proclamation

Confronting the Holocaust: American Responses

Whereas, the Holocaust was the state-sponsored, systematic persecution and annihilation of European Jewry by Nazi Germany and its collaborators between 1933 and 1945—six million were murdered; Roma (Gypsies), people with disabilities, and Poles were also targeted for destruction or decimation for racial, ethnic, or national reasons; and millions more, including homosexuals, Jehovah's Witnesses, Soviet prisoners of war, and political dissidents, also suffered grievous oppression and death under Nazi tyranny; and

Whereas, the history of the Holocaust offers an opportunity to reflect on the moral responsibilities of individuals, societies, and governments; and

Whereas, we the people of the Town of Dewey-Humboldt should always remember the terrible events of the Holocaust and remain vigilant against hatred, persecution, and tyranny; and

Whereas, we the people of the Town of Dewey-Humboldt should actively rededicate ourselves to the principles of individual freedom in a just society; and

Whereas, the Days of Remembrance have been set aside for the people of the Town of Dewey-Humboldt to remember the victims of the Holocaust as well as to reflect on the need for respect of all peoples; and

Whereas, pursuant to an Act of Congress (Public Law 96-388, October 7, 1980), the United States Holocaust Memorial Council designates the Days of Remembrance of the Victims of the Holocaust to be Sunday, April 27, through Sunday, May 4, 2014, including the Day of Remembrance known as Yom Hashoah, April 28, 2014;

Now, therefore, I Terry Nolan, Mayor of the Town of Dewey-Humboldt, do hereby proclaim the week of Sunday, April 27, through Sunday, May 4, 2014, as Days of Remembrance in memory of the victims of the Holocaust and in honor of the survivors as well as the rescuers and liberators, and further proclaim that we, as citizens of the Town of Dewey-Humboldt, should work to promote human dignity and confront hate whenever and wherever it occurs.

In Witness Whereof, I have hereunto set my hand this 15th day of April 2014.

Mayor Terry Nolan
Town of Dewey-Humboldt

Judy Morgan
Town Clerk

[Page intentionally left blank]



TOWN OF DEWEY-HUMBOLDT
P.O. BOX 69
HUMBOLDT, AZ 86329
Phone 928-632-8562 ▪ Fax 928-632-7365

TOWN COUNCIL REGULAR MEETING

April 15, 2014 – 6:30 pm Town Council Meeting Chambers

Agenda Item #5.1 Preliminary Budget Worksheets Acknowledgement and Next Steps. Council acknowledgement.

To: Mayor and Council Members

From: Yvonne Kimball

Date submitted: April 15, 2014

Purpose: Staff report of the progress and Council acknowledgement.

Summary:

Staff has completed the budget worksheets, including the general ledger (all funds) budget sheet, and departmental sheets, which include detailed descriptions of individual accounts. These worksheets have been provided to Council separately. With this information, Staff and Council will begin budget discussions April 22nd. A tentative budget calendar, which was presented to the Council at the March 4th meeting, is also attached.

In general, the budget worksheets represent a balanced budget. Operational expenses are paid for by operational revenues. Fund balances are used to pay for capital purchases/one-time expenses. We are still waiting for the State Expenditure Limitation. As a result, the Grant Fund is not completed other than the Flood Control Fund which has been committed and accounted for. Four Council members submitted their individual requests, which have been considered in the preliminary budget.

The total revenues look strong with \$74,000 more than the prior year in the General Fund, which is a 5% increase. However, the expenditures have also grown. Some highlights of the additional expenditures – candidate election(s), funding Public Works third employee under General Fund. Council members' expenditure requests also add to the equation.

Staff has begun composing the text of the budget document. By May 6, 2014, when Council accepts/acknowledges the tentative budget, it will be a complete document including text and worksheets.

Continuing the traditional scheduling of daytime (Tuesdays) budget workshops, I also wanted to accommodate citizens who cannot attend the discussion meetings, due to work schedule conflicts. Therefore, I plan to provide an overview of the highlights discussed at the Council budget meetings, at the regular meetings, under "Town Manager Report".

FISCAL YEAR 2014 - 15 BUDGET SCHEDULE (draft)

Date	Task
February - March 2014	Preliminary Budget guidelines provided to Staff Town Manager preliminary budget Communications with Council Members, including needs and priorities, input for budget narrative, road plan expectations State Shared Revenues provided by the League of Cities/Towns
March 14 - April 4, 2014	Departmental budget estimates and narrative due, including Sheriff and IT proposals
April 1 - 30, 2014	State Expenditure Limitation information available Revised Stateshared Revenues provided by the League of Cities/Towns
April 7, 2014	Council Budget Worksheet Completion Begin composing narrative and graphs and charts
April 15, 2014	Preliminary Budget (budget worksheet) Council Acknowledgement @ Regular Council meeting
April 22, 2014	Council Budget workshop #1 at 9:00 a.m. Revisions by staff
April 29, 2014	Council Budget Workshop #2 at 9:00 a.m. Revisions by staff; Forming the Tentative Budget (including narrative)
May 6, 2014	Council acknowledgement of the Tentative Budget Publication of the Tentative Budget within 7 days, Notice of June's budget hearing
May 13, 2014	Council Budget Workshop #3 at 9:00 a.m. (Tentative Budget) Morning budget workshop, afternoon Council work session Revisions by staff
May 20, 2014 ?	Council Budget Workshop #4 at 9:00 a.m. (Tentative Budget) Morning budget wrokshop, evening regular council meeting
May 27, 2014 ?	Council Budget Workshop #4 at 9:00 a.m. (Tentative Budget)
June 3, 2014	Council Final Review of the Budget @ Regular Council Meeting
June 17, 2014	Public Hearing at Regular Council Meeting Adoption of FY 14-15 Budget; publication within 7 days
June 2014	Fiscal Year 2014-2015 Setup in accounting system
July 1, 2014	Fiscal Year 2014-2015 Begins
July 1, 2014 - - June 30, 2015	FY 13-14 Audit; FY 14-15 Budget Monitor, Measure, Assess, Report

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
REGULAR MEETING MINUTES
TUESDAY, MARCH 18, 2014, 6:30 P.M.**

A REGULAR MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, MARCH 18, 2014, AT TOWN HALL AT 2735 S. HIGHWAY 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.

1. **Call To Order.** The meeting was called to order at 6:33 p.m.
2. **Opening Ceremonies.**
 - 2.1. **Pledge of Allegiance.** Made.
 - 2.2. **Invocation.** Given by Councilmember Nancy Wright.
3. **Roll Call.** Town Council Members Jack Hamilton, Mark McBrady, Dennis Repan, Sonya Williams-Rowe (arrived late at 6:37 p.m.), Nancy Wright; Vice Mayor Arlene Alen; 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.

Mayor Nolan announced a book signing on Saturday for "Around Dewey-Humboldt", by J.P. Gorham.

Mayor Nolan invited Supervisor Tom Thurman to give an update to the Town on the following: Stoplight at Main Street and Highway 69; Drainage projects with Yavapai County Flood Control; FEMA project to remap floodplain.

Councilmember Williams-Rowe arrived at 6:37 p.m.

Tom Thurman continued to talk about FEMA and flood insurance; offered to extend County IGA for Building Safety Services; the WAC (Water Advisory Committee) and recommending the town maintain its membership for at least another year; clean-up programs in Yavapai County; partial restoration of HURF (Highway User funds); increase in state shared sales tax this year; other bills pending. He spoke on the Yarnell memorial ceremony on May 10th.

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

Town Manager Kimball spoke on the next town clean-up event on March 30th – Household Hazardous waste disposal program in Prescott.
6. **Consent Agenda.**
 - 6.1. **Minutes.** Minutes from the February 18, 2014 Regular meeting, February 25, 2014 Special Visioning meeting, and March 4, 2014 Regular meeting.

Vice Mayor Alen made a motion to approve the minutes from the February 18, 2014 Regular Meeting, February 25, 2014 Special Visioning meeting, and March 4, 2014 Regular meeting, seconded by Councilmember Williams-Rowe. It was approved unanimously.

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

None.

8. Public Hearing Agenda.

8.1. Use Permit for Off-Premise sign and setback waiver for Dewey-Humboldt Historical Society. Public Hearing, discussion and possible action to approve, deny or approve the application with modifications.

The public hearing was opened at 7:05 p.m.

Carl Marsee, D-H Historical Society Chairman of the Board, thanked the Council for promoting local history. He spoke on the history of the tank being used for the signage.

There were no more public comments so the public hearing was closed at 7:07 p.m.

Councilmember Hamilton made a motion to approve the Use Permit for Off-Premise sign and setback waiver, as presented with staff's recommendations and stipulations, seconded by Vice Mayor Alen. It was approved unanimously.

9. 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.

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

10.1. Discuss if the Town wants infrastructure installed. [CAARF requested by CM Hamilton]

Councilmember Hamilton stated he should have requested the agenda item for discussion and action. He read from his prepared statement regarding water and sewer infrastructure, costs and sustainability. He explained he didn't think the residents should be burdened with paying for and using a future system. There was discussion on when infrastructure might be considered (many years out, at least).

Councilmember Hamilton made a motion that the Dewey-Humboldt Council will not force its citizens to join a sewer system if it is ever installed, seconded by Councilmember Wright.

There was discussion on making this decision before they are ready to talk about the detail; how the visioning process works with the citizens' and stakeholders' input; a sewer system would likely go in the lower income section of town first, and the cost/burden on those property owners; decades away from this consideration and tying the hands of future councils now with this action; infrastructure would go before the voters to decide normally.

Public comment was taken on this item.

Jerry Brady spoke on historic problems with well water being contaminated by septic systems. He spoke on a possible need for a domestic water supply, and fire, water and electrical systems being in danger.

Councilmember Hamilton explained he wants to make a statement (through this motion) so the people will know how the Council feels about infrastructure.

A vote was taken on the motion, which failed by a 2-5 vote, Councilmembers McBrady, Repan, Williams-Rowe, Vice Mayor Alen and Mayor Nolan voting against.

10.2. To set a date, following our ED Visioning Sessions and upcoming ULI program to participate in this process as part of looking toward our mandatory General Plan revision. [CAARF requested by VM Alen]

Vice Mayor Alen gave an overview.

Vice Mayor Alen made a motion to move this to the next available work session, seconded by Councilmember McBrady.

There was discussion on the timing for a General Plan revision still being 5 years off.

Public comment was taken on this item.

Jerry Brady spoke on other local agencies revising their general plans due to changes in the accountability standards and he advised D-H do the same. He spoke on septic systems and percolation problems and considering this when it is necessary to “fix the problem”.

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

10.3. Determine Rotation of Ethics Committee 2014-2015 and beyond and set panel. [CAARF requested by VM Alen]

Vice Mayor Alen gave an overview, suggesting they need to put the committee in place now. Councilmember Wright was asked if she wished to serve as the “rotating council member” for this first year, since she is the “most senior” member of council. She agree to serve in this capacity.

Councilmember Hamilton made a motion to approve having Councilmember Nancy Wright serve on the ethics committee for the first year, seconded by Councilmember Repan. It was approved unanimously.

10.4. Intent to apply for the Yavapai Resource Advisory Committee (RAC) grant for the Newtown Trailhead Project and/or other project(s) at the Council’s discretion.

Direct staff to or not to apply for the grant for specific projects.

Mayor Nolan gave an overview and suggested a possible project to propose for this grant (fire break on the west side of Dewey-Humboldt town limits). There was discussion on the firebreak and the grant amount limit.

Public comment was taken on this item.

Jerry Brady spoke on his career doing firebreaks; stacking grants for this type of work; putting the trailhead in, in conjunction with the firebreak; Lynx Lake’s joint use as recreational and an incident command center.

Councilmember Hamilton made a motion directing staff to apply for the grant for both projects, seconded by Councilmember Repan.

Town Manager Kimball explained the trailhead project was being considered for this grant and her intent to submit separately for these two projects.

A vote was taken on the motion, which passed by a unanimous vote in favor.

Town Manager Kimball explained the additional information given to her by OSAT Chair, Sandra Goodwin. Ms. Goodwin has spoken to the district manager on the trailhead project and received support for it. Ms. Goodwin will assist with the grant writing.

10.5. To approve hosting a booth at the League of Cities and Town Conference.
[CAARF requested by Mayor Nolan]

Mayor Nolan gave an overview and reviewed the possible costs and what could be handed out. There was discussion on this and whether the Town and its citizens would benefit from doing this.

Public comment was taken on this item.

Jerry Brady spoke on grant entitlements that could be used for this; Civil War battles that happened in this area and promoting that.

Mayor Nolan made a motion to host a booth at the League Conference and hand out information on the DHHS Museum, Agua Fria Festival and the Town, seconded by Councilmember McBrady. The motion failed by a 3-4 vote, Councilmembers Hamilton, Repan, Wright and Vice Mayor Alen voting against.

11. Comments from the Public.

Jerry Brady stated the U.S. Federal Reserve Board has acknowledged we are not in a realignment; he spoke on permanent retrenchment; sovereign debt; anything not committed has less probability of getting done.

12. Adjourn.

The meeting was adjourned at 8:17 p.m.

Terry Nolan, Mayor

ATTEST:

Judy Morgan, Town Clerk

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
REGULAR MEETING MINUTES
TUESDAY, APRIL 1, 2014, 6:30 P.M.**

A REGULAR MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, APRIL 1, 2014, AT TOWN HALL AT 2735 S. HIGHWAY 69, DEWEY- HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.

1. **Call To Order.** The meeting was called to order at 6:33 p.m. Mayor Nolan presided.
2. **Opening Ceremonies.**
 - 2.1. **Pledge of Allegiance.** Made.
 - 2.2. **Invocation.** Given by Councilmember Nancy Wright.
3. **Roll Call.** Town Council Members Jack Hamilton, Mark McBrady, Dennis Repan, Sonya Williams-Rowe (arrived late at 6:37 p.m.), Nancy Wright; Vice Mayor Arlene Alen; 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. **Arizona City/County Management Association (ACMA) presentation for Town Manager's ICMA-CM (credentialed manager) status.** [ACMA President-Elect Mr. Josh Wright, Town Manager, Town of Wickenburg, presenting]

ACMA President-Elect, Josh Wright was present and announced Town Manager Kimball's recent achievement, ICMA Credentialed Manager Designation. This is a professional certification for city and town managers and very few have obtained it.
 - 4.2. **Mayer Area Meals on Wheels presentation by Virginia Tallent.** [As approved at the March 4th meeting]

Mayer Area Meals on Wheels Director, Virginia Tallent spoke to the Council on the program and how it serves the Dewey-Humboldt area. NACOG only reimburses the program 50% so MAMOW looks for other ways to make ends meet (fundraising, donations, subsidizing). She asked Council to consider subsidizing the program. She spoke on how a person qualifies for this assistance.

Council asked questions. Councilmember Hamilton suggested MAMOW submit an article for the Town's newsletter.
 - 4.3. **Fair Housing Month Proclamation.**

Mayor Nolan read the proclamation declaring April as Fair Housing month.
 - 4.4. **Arizona Gives Day Proclamation.**

Mayor Nolan read the proclamation declaring April 9th as the Arizona Gives Day (donate to the nonprofit of your choice).

Angela Peterson showed a poster she brought to the meeting on Arizona Gives Day and suggested it be posted at Town Hall.

Vice Mayor Alen gave an update on the scheduling for the ULI meeting. It will be scheduled for April 16th but one of the ULI team can't make it so they are requesting some different dates in May. VM Alen asked Council to look at their calendars and get back on their availability for

any of these dates, as soon as possible.

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

None.

6. **Consent Agenda.**

6.1. Minutes. Minutes from the March 11, 2014 Study Session and March 25, 2014 Special Visioning Session.

Councilmember Wright made a motion to approve the consent agenda which includes the Minutes from the March 11, 2014, Study Session and March 25, 2014, Special Visioning Session, as presented. The motion was seconded by Councilmember Williams-Rowe. It was approved unanimously.

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

Jerry Brady spoke on an article in the local paper about the U.S. economy and the Town's access to federal and state land that could be developed for housing for people in poverty.

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.

8.1. Dewey-Humboldt “Welcome” sign implementation details and next steps. Report on detailed cost estimate including engineering cost, production and installation expenses; seek direction to proceed producing and installing the sign and/or the sign with modification at the previously discussed location (Town right of way corner of SR 69 and Third St.) utilizing FY 13-14 “branding” budget. [As directed at the March 5th meeting following CAARF discussion requested by VM Alen].

Vice Mayor Alen gave an overview and explained this was the information obtained at the Council's direction. She was asking for Council's consideration for approving the sign as presented. Town Manager Kimball spoke on the details of the sign project.

There was discussion on the signage wording and whether it needed to be shortened for better readability. Council reviewed the location for the sign.

Councilmember McBrady made a motion to approve the sign at the location presented (Hwy. 69 and 3rd Street), seconded by Vice Mayor Alen.

There was discussion on the sign verbiage and possible modifications (removing the Town's website address, “town hall – library - museum”).

Councilmember McBrady, the maker of the motion made an amendment to the original motion to “remove the website address”, the seconder Vice Mayor Alen agreed to the amendment.

Public comment was taken on this item.

Jerry Brady spoke on keeping the website on the sign and using technology to find out about scenic attractions.

Angela Peterson agreed with Mr. Brady and spoke on an experience of hers with technology and tourism. She spoke on her pride in Dewey-Humboldt.

A vote was taken on the amended motion to approve the sign at this location, with the website address removed from the sign. It passed unanimously.

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

9.1. Discussion and possible action on revising Town Code 30.017 Compensation, Bond and Financial Disclosure. [CAARF requested by CM Wright]

Councilmember Wright gave an overview explaining she discovered this part of code that was not modified when the consolidated elections changes were made and she was recommending modifying the wording about who receives compensation, so all Council would receive it at the same time.

There was discussion about volunteering and compensation. CM Wright explained this was to clean up the code rather than discuss compensation.

Councilmember Hamilton made a motion to change the code to reflect a date of January 1st and to modify the section on compensation so all council gets compensation at the same time, seconded by Councilmember Repan.

There was more Council discussion on the timing of compensation.

Public comment was taken on this item.

Jerry Brady spoke on Council incurring costs and being compensated for those expenses and this issue being a decision for the voters.

A vote was taken on the motion which passed by a 5-2 vote in favor, Councilmember McBrady and Mayor Nolan voting against.

Town Manager Kimball explained she will send this to the Town attorney to generate an ordinance, which will then be brought back to the council at a future meeting.

9.2. Discussion and possible action on clarifying Town Code 30.105 (C) & (E). [CAARF requested by CM Wright]

Councilmember Wright gave an overview explaining what she felt was the intent of the code (“next scheduled” rather than “next regular” meeting).

There was discussion on what this Council has decided the code means, at previous meetings.

Public comment was taken on this item.

Kevin Leonard spoke in support of all CAARFs first going to a “Regular” meeting so people will know what is being considered.

Jerry Brady spoke on the state constitution and its intention to mandate and maximize public participation in the legislative process.

There was discussion on the purpose of work sessions; prior decisions to keep the code as it currently reads; whether the council should have the decision which meeting to place their CAARF on.

Councilmember Hamilton made a motion to allow Council members to decide what session their CAARF goes on, seconded by Councilmember Wright. The motion was approved by a 4-3 vote in favor, Councilmember Williams-Rowe, Vice Mayor Alen and Mayor Nolan voting against.

9.3. Approve Pre-Budget Presentations by GPREP and WAC for April 15th meeting. [CAARF requested by Mayor Nolan and Vice Mayor Alen]

Vice Mayor Alen gave an overview explaining these agencies that the town has membership in, are making changes and she is recommending council invites their representatives to speak on those changes; with a 1 hour maximum timeframe for the presentations (20 minutes for each presentation and time for questions). There was discussion on what information would be provided.

Councilmember McBrady made a motion to approve the Pre-Budget Presentations by GPREP and WAC for the April 15th meeting, seconded by Vice Mayor Alen. It was approved by a 5-2 vote in favor, Council Members Hamilton and Wright voting against.

9.4. Approve Congressman Gosar to make presentation to Council to reply to questions.
[CAARF requested by Mayor Nolan]

Mayor Nolan gave an overview explaining Congressman Gosar would provide an update on what is happening in Congress and how it might affect Dewey-Humboldt. There was discussion on whether this was campaigning or informational, and problems if perceived as campaigning.

Public comment was taken on this item.

Jerry Brady spoke on the Arizona Constitution and how it deals with municipal procedures, duties and authorities.

There was discussion on asking questions if items brought up during this presentation are not detailed on the agenda.

Councilmember Hamilton made a motion to approve inviting Congressman Gosar as long as he agendaizes the topics he will be talking about. The motion failed for lack of a seconder.

10. Public Hearing Agenda. None.

11. Comments from the Public.

Jerry Brady spoke on conducting public business in a public venue.

Angela Peterson thanked the Council for having the Mayer Area Meals on Wheels representative speak on the program. She left brochures for the community on what NACOG has to offer.

12. Adjourn.

The meeting was adjourned at 8:15 p.m.

Terry Nolan, Mayor

ATTEST:

Judy Morgan, Town Clerk



TOWN OF DEWEY-HUMBOLDT
P.O. BOX 69
HUMBOLDT, AZ 86329
Phone 928-632-8562 ▪ Fax 928-632-7365

TOWN COUNCIL REGULAR MEETING

April 15, 2014 – 6:30 pm Town Council Meeting Chambers

Agenda Item #8.1 Yavapai Resource Advisory Committee (RAC) Grant Applications for Firebreak and Newtown Road Trailhead. Update and Council review of application packets prior to submitting.

To: Mayor and Council Members

From: Yvonne Kimball

Date submitted: April 15, 2014

Recommendations: Review the application packets and finalize the applications.

Summary:

At the March 18th Council meeting, Council directed staff to prepare two proposals for the RAC grant applications: (Newtown Ave.) Trailhead and Firebreak.

Two proposals have been prepared, to the best of our abilities. I direct your attention to a few items –

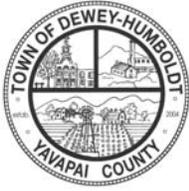
1. In-kind contribution of the applications.

For the trailhead – Town commits to \$10,000 worth of work the first year and continued maintenance of the town road leading to the prospective trailhead. There is some grant administration the Town would have to commit to.

For the firebreak – Town commits to \$2,000 for survey needs if applicable. Central Yavapai Fire District commits to continued monitoring efforts. Town commits to grant administration and on-going maintenance of the firebreak should it construct. Due to the lack of expertise in this area, I would recommend the maintenance to be conducted by an on-call contractor.

2. This is a reimbursement grant. If awarded with the grant fund, the Town will have to pay for the expenses up-front and request reimbursement from RAC. The trailhead project's cost was unknown at the time the memo was written as I was advised that PNF would like to join the grant application effort by composing the total cost. The firebreak project is requesting a \$65,000 grant (for an environmental study on PNF land, Engineering and construction of the firebreak). The expenses can be budgeted properly.

OSAT Chair Sandra Goodwin also advised me that she will be attending the meeting to give Council an update of the trailhead grant application.



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

April X, 2014

Dear Yavapai Resource Advisory Committee (RAC):

Enclosed is the Town of Dewey-Humboldt grant application for a trailhead project. Town Council is fully supportive of this application. We have received a great deal of positive feedback from the community and surrounding areas. Under its Chairperson Ms. Sandra Goodwin's leadership, the Dewey-Humboldt Open Space and Trails Committee has invested countless hours on this project.

This project has also received much attention from the Prescott National Forest (PNF) staff since its inception in Spring 2013. The Town wishes to express our gratitude to PNF staff.

Thank you for your consideration. If you have any questions, please contact Yvonne Kimball, Town Manager, at 928-632-7362.

Sincerely,

Terry Nolan, Mayor
Dewey-Humboldt

**2008 - 2013 Secure Rural Schools
Public Law 110-343
Title II Project Submission Form
USDA Forest Service**

**Name of Resource Advisory Committee: Yavapai
Project Number -
Funding Fiscal Year(s): 2013**

2. Project Name: Dewey-Humboldt Newtown Avenue Trailhead	3a. State: Arizona
4. Project Submitted By: The Town of Dewey-Humboldt.	3b. County(s): Yavapai
6. Contact Phone Number: Dewey-Humboldt: 632-7362/Yvonne Kimball, Town Manager Prescott National Forest: 443-8050/Jim Gilsdorf	5. Date: April 15, 2014
	7. Contact E-mail: Dewey-Humboldt: yvonnekimball@dhaz.gov PNF: JGilsdorf@fs.fed.us

8. Project Location: Dewey-Humboldt, Arizona	
a. National Forest(s): Prescott National Forest	b. Forest Service District: Bradshaw Mountain District
c. Location (Township-Range-Section) Available locations are at the West boundary of the town of Dewey-Humboldt. (see attached map and photos)	

9. Project Goals and Objectives: This project envisions cooperative planning between the Town of Dewey-Humboldt and the Prescott National Forest (PNF) for a trailhead that would provide for direct access to existing PNF trails 9419 and 9405. This trailhead, when completed, would provide the only legal parking access to PNF land within the Dewey-Humboldt town boundaries.

10. Project Description:

a. Brief: Develop a plan to provide for a recreational user trailhead that would access PNF Trails 9419 and 9405 from within the boundaries of the town of Dewey-Humboldt.

b. Detailed:
Currently there is no trailhead area to PNF trails 9419 and 9405. The lack of such a trailhead prevents much of the recreational value of PNF in this part of the County and results in illegal use of adjacent private property.
Completion of this planning process would determine a location that would 1) cause the least environmental disturbance and damage; 2) be the most cost effective for the town and the PNF; 3) provide direct access via a town owned road to existing trails; and, 4) would enable hikers, bikers, small ATVs and equine users a parking area that is not currently available to them.

11. Types of Lands Involved? Access to existing PNF Trails 9419 and 9405.
State/Private/Other lands involved? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Land Status: PNF Forest
If Yes, specify: The trailhead would be located on Prescott National Forest land

12. How does the proposed project meet purposes of the Legislation? (Check at least 1)
Improves maintenance of existing infrastructure. X
Implements stewardship objectives that enhance forest ecosystems. X
Restores and improves land health. X
Restores water quality

13. Project Type	
a. Check all that apply: (check at least 1)	
Road Maintenance X Presently the road(s) leading into the proposed trail is town owned but minimally maintained. A project objective is to upgrade the road(s) to meet town standards.	Trail Maintenance X Users would be involved in removing glass and trash, trimming vegetation encroaching on trails, removing wayward rocks plus annual clean-up days would be established.
Road Decommission/Obliteration	Trail Obliteration
Other Infrastructure Maintenance (specify): Project objectives include replacing and upgrading existing barriers, installing an equine entrance gate, fencing to confine vehicles over 50 inches to the trailhead, and a cattle guard to improve cattle safety and eliminate illegal parking on neighboring vacant property.	
Soil Productivity Improvement X Remove significant amounts of broken glass thereby stimulating healthy growth of natural vegetation	Forest Health Improvement X Removing trash and glass presently on the trails and at the proposed trailhead creating natural forest conditions and future growth.
Watershed Restoration & Maintenance	Wildlife Habitat Restoration
Fish Habitat Restoration	Control of Noxious Weeds
Reestablish Native Species	Fuels Management/Fire Prevention
Implement CWPP Project	Other Project Type (specify) Trailhead development would enhance the existing PNF trail system, and involve citizen participation.
b. Primary Purpose (select only 1):	

14. Identify What the Project Will Accomplish
Miles of road maintained: Approximately one mile
Miles of road decommissioned/obliterated:
Number of structures maintained/improved: Fencing, a horse gate and cattle crossing guard would be installed.
Acres of soil productivity improved: Trailhead w/maintenance should dramatically improve area by removing of glass and trash. Trails throughout the area will be improved.
Miles of stream/river restored/improved:
Miles of fish habitat restored/improved:
Acres of native species reestablished:
Acres of hazardous fuel treatment
Miles of trail maintained: PNF 9415 and 9505 will be improved as use will define and maintain.
Miles of trail obliterated:
Acres of forest health improved (including fuels reduction):
Acres of rangeland improved: Throughout PNF 9419 and 9405 trails will be improved with removal of glass and trash.
Acres of wildlife habitat restored/improved:

Acres of noxious weeds controlled:
Timber volume generated (mbf):
Jobs generated in full time equivalents (FTE) to nearest tenth. One FTE is 52 forty hour weeks:
People reached (for environmental education projects/fire prevention):
Direct economic activity benefit: Currently equine users transport to other towns and counties because trailheads are available for parking there. They are buying their lunches and gasoline outside Yavapai County and the Dewey-Humboldt area. There would be no need to go outside the Dewey-Humboldt area if trailhead parking were available. Once the trailhead is completed, equine users would use the PNF trails more often. In addition to an enhanced local economy, Prescott National Forest, the Town of D-H and Yavapai County will benefit from the standpoint of improving citizens' quality of life.
Other:

15. Estimated Project Start Date:	16. Estimated Project Completion Date:
--	---

17. List known partnerships or collaborative opportunities. **This project enhances the possibilities of connecting up with the Black Canyon Trail project and greatly enhances future use of PNF Trails 9419 and 9405.**

18. Identify benefits to communities. **Increased visitors will provide economic boosts to local gasoline stations and restaurants as well as farm supplies, animal feed and small businesses in the area.**

19. How does the project benefit federal lands/resources? **Cleans up existing trails.**

20. What is the Proposed Method(s) of Accomplishment? (check at least 1)	
Contract <input checked="" type="checkbox"/>	Federal Workforce
County Workforce	Volunteers <input checked="" type="checkbox"/>
Americorps	YCC/CCC Crews
Job Corps	Stewardship Contract
Merchantable Timber Pilot	Other (specify): Town road improvement

21. Will the Project Generate Merchantable Timber? Yes No

22. Anticipated Project Costs
a. Title II Funds Requested: to be determined jointly by Prescott National Forest office and the town of Dewey-Humboldt.
b. Is this a multi-year funding request? Yes No <input checked="" type="checkbox"/>

23. Identify Source(s) of Other Funding: With \$10,000 implementation of the end project, the town of Dewey-Humboldt will improve Newtown Avenue and maintain at town standards.

24. Monitoring Plan (provide as attachment) Not Applicable

- a. a. Provide a plan that describes your process for tracking and explaining the effects of this project on your environmental and community goals outlined above.
- b. b. Identify who will conduct the monitoring:
- c. Identify total funding needed to carry out specified monitoring tasks (Worksheet 1, Item k):

25. Identify remedies for failure to comply with the terms of the agreement.

If project cannot be completed under the terms of this agreement:
Unused funds will be returned to the RAC account. **X**
Other, please explain:

Project Recommended By:

/s/ (INSERT Signature)
Chairperson

Resource Advisory Committee

Project Approved By:

/s/ (INSERT Signature)
Forest Supervisor

National Forest

Project Cost Analysis Worksheet

Worksheet 1

Please submit this worksheet with your proposal

Item	Column A Fed. Agency Appropriated Contribution	Column B Requested Title II Contribution	Column C Other Contributions	Column D Total Available Funds
a. Field Work & Site Surveys				
b. NEPA/CEQA				
c. ESA Consultation				
d. Permit Acquisition				
e. Project Design & Engineering				
f. Contract/Grant Preparation				
g. Contract/Grant Administration				
h. Contract/Grant Cost				
i. Salaries				
j. Materials & Supplies			\$10,000*	
k. Monitoring				
l. Other				
1.				
2. Partner Indirect Cost				
m. Project Sub-Total				
Total Cost Estimate **				

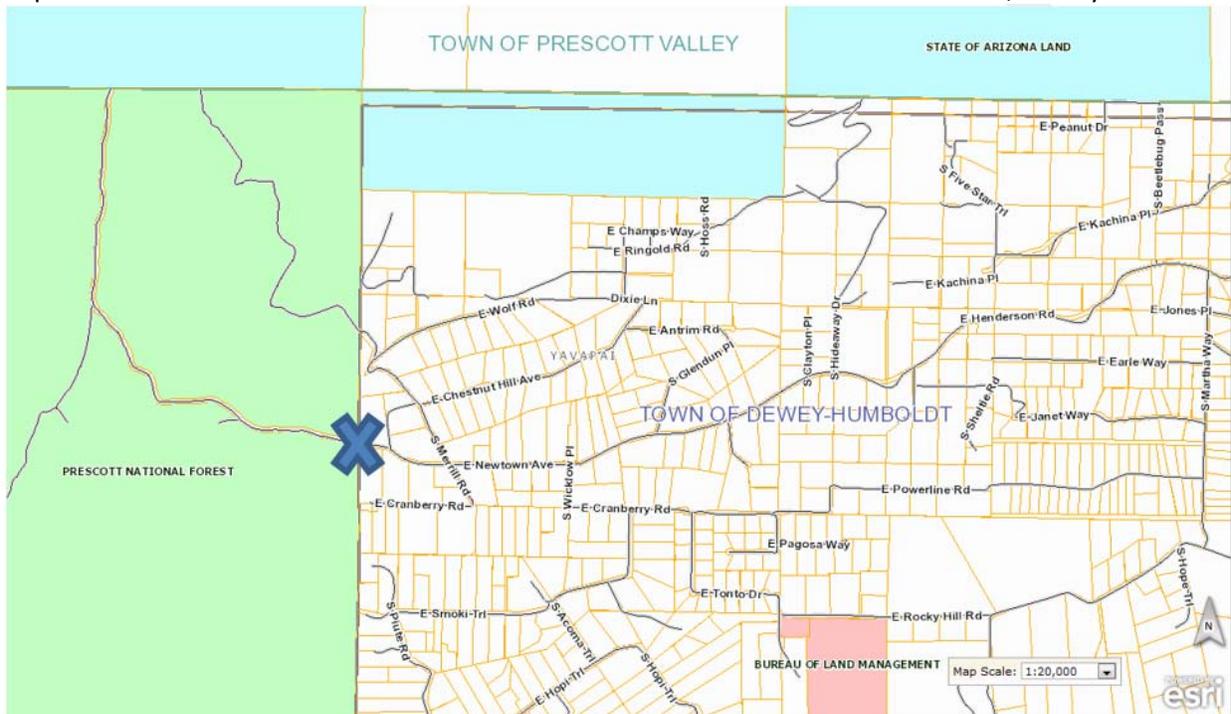
* This figure represents the town's commitment to bring the road entering a trailhead up to the town's maintained road standards.

**The total cost estimates would be detailed by the Prescott National Forest. Also there is a preliminary contribution of a horse gate that was designed by Denny Murray and is presently in use on many BLM and PNF trails if needed.

Note (to be deleted once hearing back from PNF staff and before submission on or before April 25):
 1. This application is currently incomplete and provided to PNF for discussion by Sandra Goodwin, Chair of the Open Space and Trails Committee of the town of Dewey-Humboldt. C - 928 899 4399; H - 928 632 8490; e-mail - esgoodwin@commspeed.net.

2. The application will ultimately be submitted by the town of Dewey-Humboldt by April 25.

Map and Photo of Prescott National Forest Trails located at the end of Newtown Ave., Dewey-Humboldt



X – PNF trail entrance to trails 9419 and 9405



Current entrance to trials 9419 and 9405



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

April X, 2014

Dear Yavapai Resource Advisory Committee (RAC):

Enclosed is the Town of Dewey-Humboldt grant application for constructing a firebreak project. Town Council fully supports this application. We have received a great deal of positive feedback from the community and surrounding areas.

This project has also received much attention from Central Yavapai Fire District, whose service area encompasses the Town of Dewey-Humboldt. A letter of endorsement from the Fire District is enclosed.

Thank you for your consideration. If you have any questions, please contact Yvonne Kimball, Town Manager, at 928-632-7362.

Sincerely,

Terry Nolan, Mayor
Dewey-Humboldt

**2008 - 2013 SECURE RURAL SCHOOLS
PUBLIC LAW 110-343
TITLE II PROJECT SUBMISSION FORM
USDA FOREST SERVICE**

Name of Resource Advisory Committee: Yavapai
Project Number
Funding Fiscal Year(s): 2013

2. Project Name: Dewey-Humboldt Fire prevention program	3a. State: 3b. County(s):
4. Project Submitted By:	5. Date:
6. Contact Phone Number:	7. Contact E-mail:

8. Project Location: West side of Dewey-Humboldt town limits, Blue Hills

a. National Forest(s): Prescott National Forest b. Forest Service District: Prescott Area Office

c. Location (Township-Range-Section) firebreak locates within Prescott National Forest, 200 yards west to D_H western boundary line. see Map.

9. Project Goals and Objectives: to establish a Fire Break

10. Project Description:

a. Brief: (in one sentence) Establish a fire break

b. Detailed: To establish a fire break along the western town limits in the Blue Hills area. creating a Fire Break along this area would slow down or contain a fire on the western side of Dewey-Humboldt

11. Types of Lands Involved? Forest Service land

State/Private/Other lands involved? Yes No

Land Status:

If Yes, specify: Prescott Forest service land

12. How does the proposed project meet purposes of the Legislation? (Check at least 1)

Improves maintenance of existing infrastructure.

Implements stewardship objectives that enhance forest ecosystems.

Restores and improves land health.

Restores water quality

13. Project Type	
a. Check all that apply: (check at least 1)	
<input type="checkbox"/> Road Maintenance	<input type="checkbox"/> Trail Maintenance
<input type="checkbox"/> Road Decommission/Obliteration	<input type="checkbox"/> Trail Obliteration
<input type="checkbox"/> Other Infrastructure Maintenance (specify):	
<input type="checkbox"/> Soil Productivity Improvement	<input checked="" type="checkbox"/> Forest Health Improvement
<input type="checkbox"/> Watershed Restoration & Maintenance	<input checked="" type="checkbox"/> Wildlife Habitat Restoration
<input type="checkbox"/> Fish Habitat Restoration	<input type="checkbox"/> Control of Noxious Weeds
<input type="checkbox"/> Reestablish Native Species	<input checked="" type="checkbox"/> Fuels Management/Fire Prevention
<input type="checkbox"/> Implement CWPP Project	<input type="checkbox"/> Other Project Type (specify):
b. Primary Purpose (select only 1):	

14. Identify What the Project Will Accomplish	
Miles of road maintained:	
Miles of road decommissioned/obliterated:	
Number of structures maintained/improved:	
Acres of soil productivity improved:	
Miles of stream/river restored/improved:	
Miles of fish habitat restored/improved:	
Acres of native species reestablished:	
Acres of hazardous fuel treatment	by doing this it will Save the West side of Dewey-Humboldt in case of a wild fire
Miles of trail maintained:	
Miles of trail obliterated:	
Acres of forest health improved (including fuels reduction):	This project could improve the reduction of fuel in the area
Acres of rangeland improved:	2.13 mile long and 100 ft wide fire break along D-H western boundary
Acres of wildlife habitat restored/improved:	
Acres of noxious weeds controlled:	
Timber volume generated (mbf):	
Jobs generated in full time equivalents (FTE) to nearest tenth. One FTE is 52 forty hour weeks:	
People reached (for environmental education projects/fire prevention):	
Direct economic activity benefit:	This project could prevent the West side of D-H from total distruction.
Other:	

15. Estimated Project Start Date:	4/01/14	16. Estimated Project Completion Date:	6/30/14
--	---------	---	---------

17. List known partnerships or collaborative opportunities.

18. Identify benefits to communities.

19. How does the project benefit federal lands/resources?

20. What is the Proposed Method(s) of Accomplishment? (check at least 1)	
<input checked="" type="checkbox"/> Contract	<input type="checkbox"/> Federal Workforce
<input type="checkbox"/> County Workforce	<input type="checkbox"/> Volunteers
<input checked="" type="checkbox"/> Grant	<input type="checkbox"/> Agreement
<input type="checkbox"/> Americorps	<input type="checkbox"/> YCC/CCC Crews
<input type="checkbox"/> Job Corps	<input type="checkbox"/> Stewardship Contract
<input type="checkbox"/> Merchantable Timber Pilot	<input type="checkbox"/> Other (specify):

21. Will the Project Generate Merchantable Timber? Yes No

22. Anticipated Project Costs
a. Title II Funds Requested: \$50,000 including NEAPA study, engineering and construction
b. Is this a multi-year funding request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

23. Identify Source(s) of Other Funding:

24. Monitoring Plan (provide as attachment)

- a. Provide a plan that describes your process for tracking and explaining the effects of this project on your environmental and community goals outlined above.
- b. Identify who will conduct the monitoring:
- c. Identify total funding needed to carry out specified monitoring tasks (Worksheet 1, Item k):

25. Identify remedies for failure to comply with the terms of the agreement.

If project cannot be completed under the terms of this agreement:

- Unused funds will be returned to the RAC account.
- Other, please explain:

Project Recommended By:

/s/ (INSERT Signature)

Project Approved By:

/s/ (INSERT Signature)

Chairperson
Resource Advisory Committee

Forest Supervisor
National Forest

Project Cost Analysis Worksheet

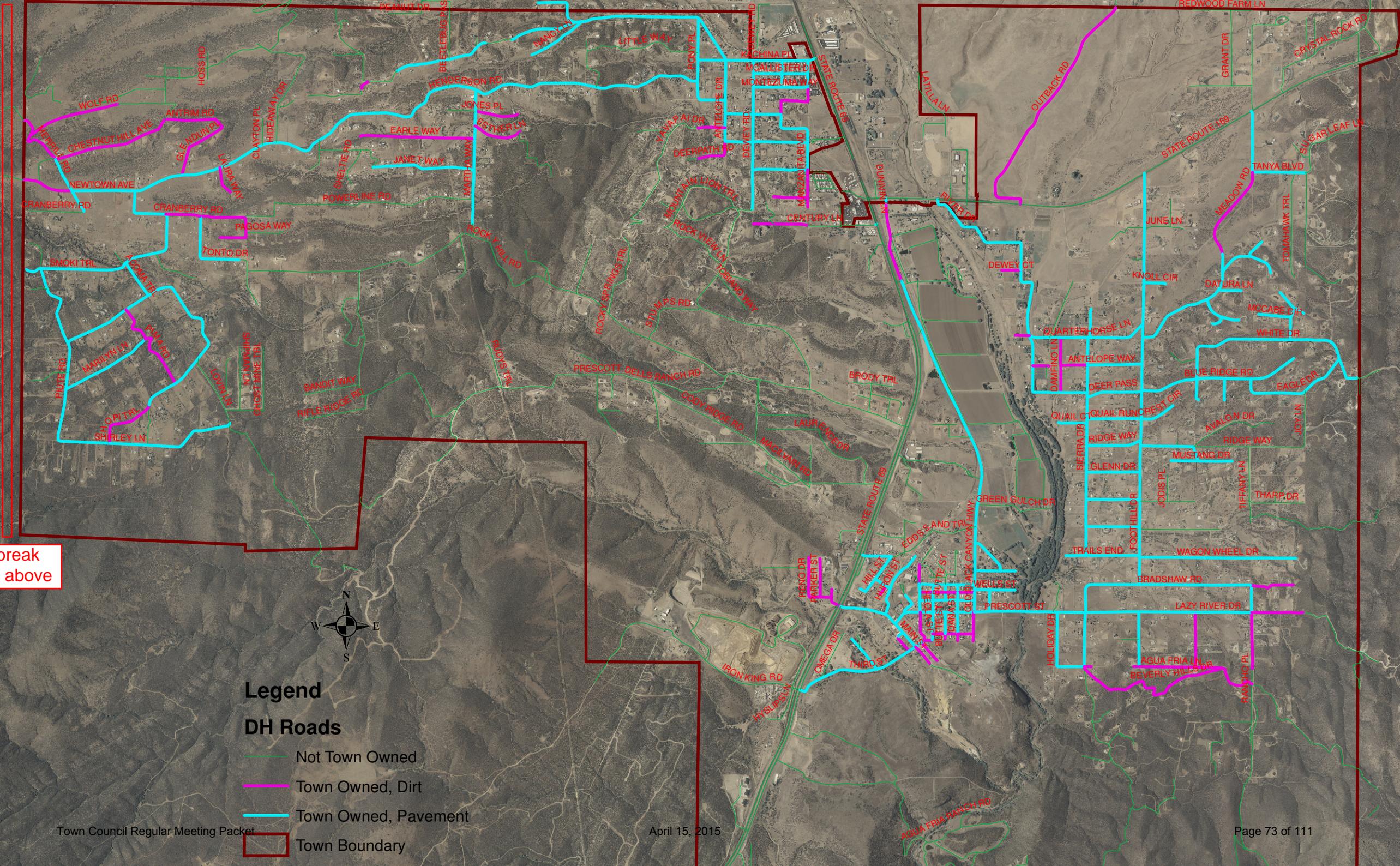
Worksheet 1

Please submit this worksheet with your proposal

Item	Column A Fed. Agency Appropriated Contribution	Column B Requested Title II Contribution	Column C Other Contributions	Column D Total Available Funds
a. Field Work & Site Surveys			\$2000 (D-H)	
b. NEPA/CEQA			\$10000	
c. ESA Consultation				
d. Permit Acquisition				
e. Project Design & Engineering				
f. Contract/Grant Preparation				
g. Contract/Grant Administration			D-H in-kind	
h. Contract/Grant Cost				
i. Salaries				
j. Materials & Supplies				
k. Monitoring			Central Yavapai Fire District	
l. Other			\$40,000 for engineering and construction	
1.				
2, Partner Indirect Cost				
m. Project Sub-Total				
n. FS Indirect Costs				
Total Cost Estimate			\$50,000 grant and \$2000 D-H contribution and CYFD in kind contribution	

NOTES:

- a. Pre-NEPA Costs
- g. Includes Contracting/Grant Officer Representative (COR) costs. Excludes Contracting/Grant Officer costs.
- i. Cost of implementing project
- l. Examples include overhead charges from other partners, vehicles, equipment rentals, travel, etc.
- n. Forest Service indirect costs, including contracting/grant officer costs if needed.



firebreak
box above



Legend

- DH Roads**
- Not Town Owned
- Town Owned, Dirt
- Town Owned, Pavement
- Town Boundary



April 2, 2014

To whom it may concern,

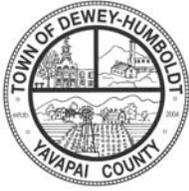
I am writing this letter in support of the Town of Dewey-Humboldt's proposal to construct a fire break on the west side of the Blue Hills community. The location proposed for the Fire Break would provide needed protection to an area that we have previously identified as Extreme Risk for wildland fire in our regular risk assessment process. Arizona faces continuing high fire danger as the long term drought continues and proactive, cooperative planning to mitigate the danger of wildland fire starts is essential to protecting the residents of our Fire District.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Bliss", is written over the word "For".

For

Scott Bliss, Interim Fire Chief
Central Yavapai Fire District



TOWN OF DEWEY-HUMBOLDT
P.O. BOX 69
HUMBOLDT, AZ 86329
Phone 928-632-8562 ▪ Fax 928-632-7365

TOWN COUNCIL REGULAR MEETING

April 15, 2014 – 6:30 p.m. Town Council Meeting Chambers

Agenda Item # 9.1. “Agent Change/Acquisition of Control” Liquor License for Cherry Creek Ranch.

To: Mayor and Town Council Members

From: Judy Morgan, Town Clerk and Warren Colvin, Community Development Coordinator

Date submitted: April 9, 2014

Recommended action: Review and approve the “Agent Change/Acquisition of Control” liquor license request for Cherry Creek Ranch.

Summary: This agenda item is to approve the “Agent Change/Acquisition of Control” liquor license request only.

I have included background information on the Use Permit stipulations and ownership change process to provide clarification on how it pertains to this request.

Information on the “Agent Change/Acquisition of Control” Liquor License request:

On March 7, 2014 the Town Clerk’s office received an “Agent Change/Acquisition of Control” liquor license form for Cherry Creek Ranch. The property was posted on March 26, 2014 indicating the date and time of the hearing before the Council. The Fire District and Sheriff’s Department have reviewed this request and approved without additional comments. No comments have been received in our office regarding this request from the posting.

Additional background regarding the change of ownership and the Use Permit stipulations:

On November 25, 2013 the new owners of the Cherry Creek Ranch property filed a letter of “Change of Ownership” with the Town of Dewey-Humboldt, as required by Town Code section 153.091 (D)(8). The letter stated that no uses were going to be changed and they would follow all stipulations outlined under the original Yavapai County Use Permit (June 9, 1997). Under this existing Use Permit, alcohol sales are allowed for on-premise consumption. The existing Use Permit was granted on a permanent/transferrable basis with staff review every 5 years. This review was conducted by Town Staff in 2009 and again November of 2013 (during the Change of Ownership Notification). The new owners understand the stipulations put on the Use Permit and have been in full compliance with these stipulations since taking over ownership. Staff has received no complaints or violations on the property and recommends approving the transfer of the liquor license.

Attachments: Application; AZ Dept. of Liquor Licenses and Control- Local Governing Body Recommendation form.

ARIZONA DEPARTMENT OF LIQUOR LICENSING & CONTROL

800 W Washington 5th Floor
 Phoenix AZ 85007-2934
 www.azliquor.gov
 (602) 542-5141

*14 FEB 28 Lic. Lic. # 837

APPLICATION FOR AGENT CHANGE - ACQUISITION OF CONTROL - RESTRUCTURE

Check Appropriate Box

Agent Change
 Complete Sections 1,2,3,4,6
 (See Note 1 on back)

Acquisition of Control
 Complete Sections 1,2, (3,4 if changing Agent), 6

Restructure
 Complete Sections 1,2,(3,4 if changing Agent),5,6
 (See Note 2 on back)

SECTION 1 (COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)

1. Name (INDIVIDUAL OR EXISTING AGENT (if no agent change) OR NEW AGENT OR CORPORATE OFFICER OR L.L.C. CONTROLLING MEMBER)

HUGHES CREW STANBORN ^{P1071082} 07130072
 Last First Middle Liquor License #

2. Corporation L.L.C. N/A: CHERRY CREEK RANCH LLC Corp. File #: L-1044017-8
 (Exactly as it appears on Articles of Inc. or Articles of Org.) 81005540

3. Business Name: CHERRY CREEK RANCH

4. Business Address: CHERRY RD 1 MILE EAST OF DEWEE YAVAPAI 80327
 (Do not use P.O. Box Number) City COUNTY Zip

5. Is the business located within the incorporated limits of the above city or town? Yes No

6. Mailing Address: PO Box 1828 Dewee AZ 80327
 City State Zip

7. Business Phone: (728) 848 8717 Residence Phone: [REDACTED]

8. Does this transaction involve the sale of any portion of the corporate stock? YES NO N/A If yes, submit a certified copy of minutes.

9. Has there been any change of officers? YES NO N/A If yes, submit a certified copy of minutes.

SECTION 2 (COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)

Each person listed in Section II must submit a personal questionnaire (Form LIC0101) and a Department approved fingerprint card which may be obtained at the Dept. A person appearing in both lists need only submit one questionnaire and fingerprint card.

1. List individual owner or partners or all directors, officers in corp., members in LLC:

Last	First	Middle	Title	Residence Address	City State Zip
HUGHES	CREW	STANBORN	Member	938 S FOOTHILL DR	Dewee AZ 80327

(ATTACH ADDITIONAL SHEET(S) IF NECESSARY)

2. List stockholders or controlling members owning 10% or more of Corp/LLC:

Last	First	Middle	% Owned	Residence Address	City State Zip
HUGHES	CREW	STANBORN	100%	938 S FOOTHILL DR	Dewee AZ 80327

(ATTACH ADDITIONAL SHEET(S) IF NECESSARY)

1/7/2013

Disabled individuals requiring special accommodations please call the Department

Date Received 2/28/14
 CSR SG

1. If the corporation/L.L.C. is owned by another entity, ATTACH AN OWNERSHIP AND DIRECTOR / OFFICER / MEMBER DISCLOSURE for the parent entity. Attach additional sheets as necessary in order to disclose real people.

As an Agent, will you be physically present and operating the licensed premises? [X] YES [] NO

If you answered YES, you must provide proof of attendance of a Department approved Liquor Law Training Course within the last five years before your application for Agent can be submitted. If "no" a manager with approved training must be submitted.

SECTION 4 (COMPLETE THIS SECTION FOR AGENT CHANGE)

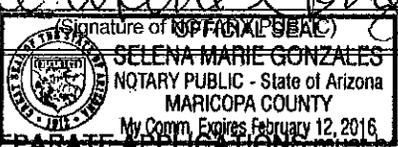
To be completed by the INDIVIDUAL OR EXISTING AGENT OR CORPORATE OFFICER OR L.L.C. CONTROLLING MEMBER:

1. License Number: 07130072 Date of last renewal: 8/31/2013
2. Current Licensee or Agent: Connor June RAE CB 2/20/14

I, Carrie Shannon Hughes, hereby consent to the agent appointment named herein and agree to immediately assign a new agent in the event of the death, resignation, or discharge of this agent.

X [Signature] State of Arizona County of Maricopa The foregoing instrument was acknowledged before me this

20 day of February, 2014 My commission expires on: 2-12-16 [Signature]



SECTION 5 (COMPLETE THIS SECTION FOR RESTRUCTURE)

Is there more than one licensed premises involved? [] YES [] NO If yes, SEPARATE APPLICATIONS must be filed and fees paid for each license/location.

Type of current ownership: [] J.T.W.R.O.S. [] INDIVIDUAL [] PARTNERSHIP [] CORPORATION [] LIMITED LIABILITY CO. [] TRUST [] OTHER Explain
Type of new ownership: [] J.T.W.R.O.S. [] INDIVIDUAL [] PARTNERSHIP [] CORPORATION [] LIMITED LIABILITY CO. [] TRUST [] OTHER Explain

SECTION 6 (COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)

To be completed by INDIVIDUAL OR EXISTING AGENT (if no agent change) OR NEW AGENT OR CORPORATE OFFICER OR L.L.C. CONTROLLING MEMBER as listed in Question 1 Section 1:

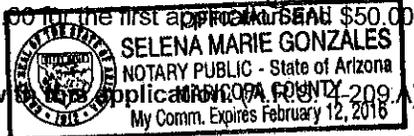
I, Carrie Shannon Hughes, hereby declare that I am the APPLICANT filing this application. have read the application and the contents and all statements are true, correct and complete.

X [Signature] State of Arizona County of Maricopa The foregoing instrument was acknowledged before me this

28 day of February, 2014 My commission expires on: 2-12-16 [Signature]

NOTE 1: The fee for an agent change MUST be submitted with this application: \$100.00 for the first application and \$50.00 for each additional application, not to exceed \$1,000.00. (A.R.S. 4-209.H)

NOTE 2: The \$100.00 fee for restructure/acquisition of control MUST be submitted with this application.



Arizona Department of Liquor Licenses and Control
800 West Washington, 5th Floor
Phoenix, Arizona 85007
www.azliquor.gov
602-542-5141

LOCAL GOVERNING BODY RECOMMENDATION

CITY/TOWN OF Town of Dewey-Humboldt STATE APPLICATION # Liquor License # 07130072

COUNTY OF Yavapai, ARIZONA. CITY/TOWN/COUNTY # _____

ORDER # 07130072

At a Regular meeting of the Town Council of the City/Town/County
(Regular or Special) (Governing Body)

of Dewey-Humboldt held on the 15th day of April, 2014 the
(Day) (Month) (Year)

application of Carie Shannon Hughes for a license to sell spirituous liquors at
the premises described in Application # 07130072, License Class Series BrWnBar was
considered as provided by Title 4, A.R.S. as amended.

IT IS THEREFORE ORDERED that the APPLICATION of Hughes, Carie Shannon
is hereby recommended for _____
(approval/disapproval)

a license to sell spirituous liquors of the class, and in the manner designated in the Application.

IT IS FURTHER ORDERED that a Certified Copy of this Order be immediately transmitted to the
Department of Liquor Licenses and Control, Licensing Division, Phoenix, Arizona.

Judy Morgan CITY/TOWN/COUNTY CLERK

DATED AT Town of Dewey-Humboldt

This 15th day of April, 2014
(Day) (Month) (Year)

* Disabled individuals requiring special accommodations please call the Department



TOWN OF DEWEY-HUMBOLDT
P.O. BOX 69
HUMBOLDT, AZ 86329
Phone 928-632-8562 ▪ Fax 928-632-7365

TOWN COUNCIL REGULAR MEETING
April 15, 2014 – 6:30 pm Town Council Meeting Chambers

Agenda Item # 9.2. Foothill Drainage project update and next steps to proceed with bidding and construction phases. Approve, disapprove or modify the recommended next steps.

To: Mayor and Council Members
From: Ed Hanks, Public Works Supervisor

Date submitted: April 15, 2014

Recommendation: Staff recommends approval of the drainage project plan and work schedule listed below, for the Foothills Drainage projects. Discussion and possible action.

Summary:

In November of 2013, the Town contracted with Shephard-Wesnitzer, Inc. (SWI) Engineering to design one headwall and two spillways with erosion control, at two different locations on Foothills Dr. (Quarterhorse Ln. and Ridge Way). The design is complete and ready for construction to begin.

We have the Engineer's estimated cost of:

Base Bid Site 1- \$77,250.00 (Quarterhorse Ln.) headwall, spillway and erosion control

Base Bid Site 2- \$67,375.00 (Ridge Way) spillway and erosion control

Add Alternate Bid #1 - \$13,500.00 for guardrail (optional)

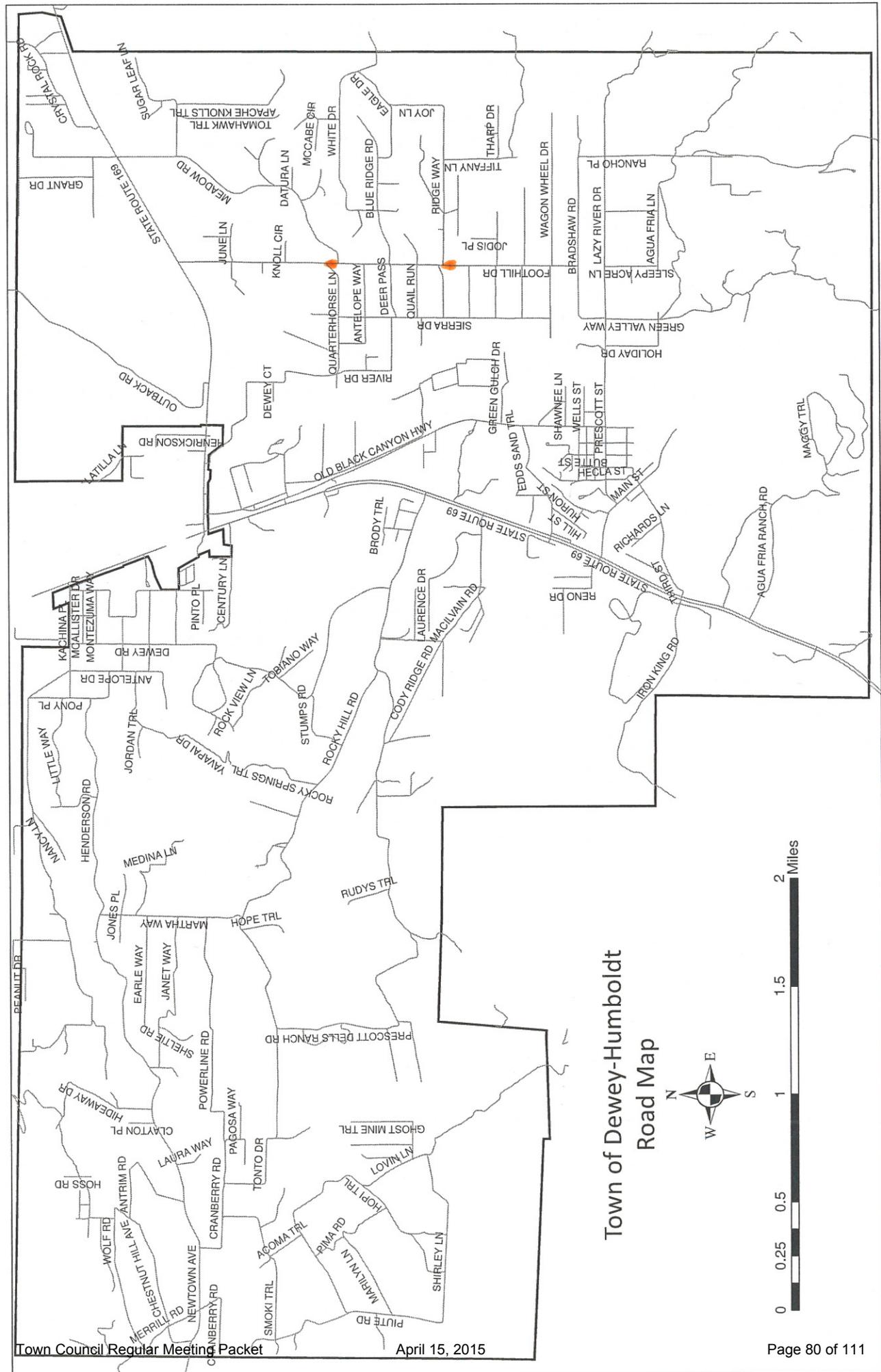
Add Alternate Bid #2 - \$ 9,750.00 for guardrail (optional)

Staff recommends advertising the project with both base bids together, running the two sites as one project, upon awarding the contract for engineering bidding/construction services. The project construction would begin in June and end in July. Using these beginning and ending dates the project would be about 50% completed at the end of this budget year. The balance would be completed in the next budget year, allowing the Town to use Flood Control funding (\$75,000.00 this Budget year and \$75,000.00 next Budget year) to fund the majority if not all of the cost (depending on the final accepted bids) of this project.

In addition to a design expense of \$10,000 (through a contract with SWI), the expense for bidding and Construction-Engineering services is expected to be about \$9,950, according to SWI's proposal. Both Engineering expenses can be handled by Flood Control funds.

Town Staff has communicated with SWI (design) Engineers and Yavapai County Flood Control District staff. They are in agreement with the suggested plan. We believe it would present the optimal use of the Flood Control funding for FY 13-14 and FY 14-15.

Drainway locations on Foothille Rd.





TOWN OF DEWEY-HUMBOLDT
P.O. BOX 69
HUMBOLDT, AZ 86329
Phone 928-632-8562 ▪ Fax 928-632-7365

TOWN COUNCIL REGULAR MEETING

April 15, 2014 – 6:30 pm Town Council Meeting Chambers

Agenda Item #9.3 Contract with Shephard-Wesnitzer, Inc. (SWI) for bidding and construction services for the Foothill Drive drainage project. Award, reject or accept the contract with SWI, with modifications.

To: Mayor and Council Members

From: Yvonne Kimball

Date submitted: April 15, 2014

Recommendations: Award the contract to SWI.

Summary:

In November of 2013, Council awarded the Foothill Drive drainage design contract to SWI, the Town's on-call Engineering firm. SWI has completed the design. The firm is professional and easy to work with. Staff recommends Council award the bidding and construction contract to SWI. The contract amount is \$9,950. It is likely that the amount will be paid for by the Flood Control fund.

ENGINEERING SERVICES CONTRACT

THIS CONTRACT is entered into as of this [REDACTED] day of [REDACTED], 20[REDACTED], by and between the Town of Dewey-Humboldt, Arizona, a municipal corporation, hereinafter referred to as the “the Town” and Shephard Wesnitzer, Inc, an Arizona corporation, hereinafter referred to as the “Consultant.”

FOR THE PURPOSE of providing on-call professional services for the Bidding and Construction Phase Engineering Services of the Town on the Foothills Drainage project, hereinafter referred to as the “Project,” the Town and Consultant do hereby mutually agree to the following:

1. SERVICES AND RESPONSIBILITIES

- 1.1 Retention of the Consultant: In consideration of the mutual promises contained in this Agreement (“Services”), the Town engages the Consultant to render professional services set forth herein, in accordance with all the terms and conditions contained in this Agreement.
- 1.2 Scope of Services: The Consultant shall do, perform and carry out in a satisfactory and proper manner, as determined by the Town, the Services set forth in this Agreement, including all exhibits (“Services”). The specific scope of work for this Project is set forth in Exhibit A.
- 1.3 Responsibility of the Consultant
 - 1.3.1 Consultant hereby agrees that the documents prepared by Consultant will fulfill the purposes of the Project, shall meet all applicable code requirements and shall comply with applicable laws and regulations. In addition, and not as a limitation on the foregoing, such documents prepared by Consultant shall be prepared in accordance with professional standards applicable to the Project. Any review or approval of said documents does not diminish these requirements.
 - 1.3.2 The Town’s construction budget for this Project is \$9,950.00. Consultant shall tour the Project site and become familiar with existing conditions, including utilities, prior to commencing the Services and notify the Town of any constraints associated with the Project site. During design, Consultant shall maintain cost controls to deliver the Project within the construction budget. Consultant shall complete the design documents, such that construction cost of the Project designed by Consultant will not exceed the construction budget and shall not proceed from one phase to another unless the budget for the phase in is compliance with the construction budget or any approved revised construction budget. If at any time during the bidding and construction phase of the Project it appears the cost of construction may exceed the construction budget, Consultant shall immediately notify the Town. If the construction budget is exceeded, Consultant shall value Consultant the Project at no additional cost to the Town. As used herein, “cost of construction” shall mean the total cost or estimated cost to the Town of all elements of the Project designed or specified by Consultant, but does not include the compensation of the Consultant and the Consultant’s subcontractor or consultants.
 - 1.3.4 Consultant shall procure and maintain during the course of this Agreement insurance coverage required by Paragraph 4 of this Agreement.

4. INSURANCE REPRESENTATIONS AND REQUIREMENTS

- 4.1 General: Consultant agrees to comply with all the Town ordinances and state and federal laws and regulations. Without limiting any obligations or liabilities of Consultant, Consultant shall purchase and maintain, at its own expense, hereinafter stipulated minimum insurance with insurance companies duly licensed by the State of Arizona (admitted insurer) with an AM Best, Inc. rating of A-7 or above or an equivalent qualified unlicensed insurer by the State of Arizona (non-admitted insurer) with policies and forms satisfactory to the Town. Failure to maintain insurance as specified may result in termination of this Agreement at the Town's option.
- 4.2 No Representation of Coverage Adequacy: By requiring insurance herein, the Town does not represent that coverage and limits will be adequate to protect Consultant. The Town reserves the right to review any and all of the insurance policies and/or endorsements cited in this Agreement, but has no obligation to do so. Failure to demand such evidence of full compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve Consultant from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.
- 4.3 Additional Insured: All insurance coverage and self-insured retention or deductible portions, except Workers Compensation insurance and Professional Liability insurance if applicable, shall name, to the fullest extent permitted by law for claims arising out of the performance of this Agreement, the Town, its agents, representative, officers, directors, officials and employees as Additional Insured as specified under the respective coverage sections of this Agreement.
- 4.4 Coverage Term: All insurance required herein shall be maintained in full force and effect until all Services required to be performed under the terms of this Agreement is satisfactorily performed, completed and formally accepted by the Town, unless specified otherwise in this Agreement.
- 4.5 Primary Insurance: Consultant's insurance shall be primary insurance. All insurance, except Workers' Compensation and Professional Liability, shall provide protection of the Town as an Additional Insured.
- 4.6 Claims Made: In the event any insurance policies required by this Agreement are written on a "claims made" basis, coverage shall extend, either by keeping coverage in force or purchasing an extended reporting option, for three (3) years past completion and acceptance of the Services evidenced by submission of annual Certificates of Insurance citing applicable coverage is in force and contains the provisions as required herein for the three year period.
- 4.7 Waiver: All policies, except Workers' Compensation Insurance and Professional Liability, shall contain a waiver of rights of recovery (subrogation) against Town, its agents, representative, officials, directors, officers, and employees for any claims arising out of the Services of Consultant. Consultant shall arrange to have such subrogation waivers incorporated into each policy via formal written endorsement thereto.
- 4.8 Policy Deductibles and or Self Insured Retentions: The policies set forth in these requirements may provide coverage, which contain deductibles or self-insured retention amounts. Such deductibles or self-insured retention shall not be applicable with respect to the policy limits

provided to Town. Consultant shall be solely responsible for any such deductible or self-insured retention amount. Town, at its option, may require Consultant to secure payment of such deductible or self-insured retention by a surety bond or irrevocable and unconditional Letter of Credit.

- 4.9 Use of Subcontractors: If any Services under this Agreement are subcontracted in any way, Consultant shall execute written agreement with Subcontractor containing the same Indemnification Clause and Insurance Requirements set forth herein protecting Town and Consultant. Consultant shall be responsible for executing the agreement with Subcontractor and obtaining Certificates of Insurance verifying the insurance requirements.
- 4.10 Evidence of Insurance: Prior to commencing any Services under this Agreement, Consultant shall furnish the Town with Certificate(s) of Insurance, or formal endorsements as required by this Agreement, issued by Consultant's Insurer(s) as evidence that policies are placed with acceptable insurers as specified herein and provide the required coverage's, conditions, and limits of coverage specified in this Agreement and that such coverage and provisions are in full force and effect. Acceptance of and reliance by Town on a Certificate of Insurance shall not waive or alter in any way the insurance requirements or obligations of this Agreement. Such Certificate(s) shall identify the Agreement and be sent to the Town Risk Manager. If any of the above cited policies expire during the life of this Agreement, it shall be Consultant's responsibility to forward renewal Certificates within ten (10) days after the renewal date containing all the aforementioned insurance provisions. Certificates shall specifically cite the following provisions:
- 4.10.1 The Town, its agents, representatives, officers, directors, officials and employees is an Additional Insured as follows:
- A. Commercial General Liability-Under ISO Form CG 20 10 11 85 or equivalent
 - B. Auto Liability-Under ISO Form CA 20 48 or equivalent
 - C. Excess Liability-Follow Form to underlying insurance
- 4.10.2 Consultant's insurance shall be primary insurance as respects performance of this Agreement.
- 4.10.3 All policies, except Workers' Compensation and Professional Liability, waive rights of recovery (subrogation) against the Town, its agents, representatives, officers, directors, officials and employees for any claims arising out of Services performed by Consultant under this Agreement.
- 4.10.4 Certificate shall cite a thirty (30) day advance notice cancellation provision. If ACORD Certificate of Insurance form is used, the phrases in the cancellation provision "endeavor to" and "but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives" shall be deleted. Certificate forms other than ACORD form shall have similar restrictive language deleted.

4.10.5 Project descriptive information including:

- A. Project Name
- B. Project Number
- C. Contract Number

4.11 Required Coverage

- 4.11.1 Commercial General Liability: Consultant shall maintain “occurrence” form Commercial Liability Insurance with an unimpaired limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products and Completed Operations Annual Aggregate, and a \$2,000,000 General Aggregate Limit. The policy shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury. Coverage under the policy will be at least as broad as Insurance Services Office, Inc. policy form CG 00 010 93 or equivalent thereof, including but not limited to, separation of insured clause. To the fullest extent allowed by law, for claims arising out of the performance of this Agreement, the Town, its agents, representative, officers, directors, officials and employees shall be cited as an Additional Insured Endorsement form CG 20 10 11 85 or equivalent, which shall read “Who is an Insured (Section II) is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of “your work” for that insured by or for you”. If any Excess insurance is utilized to fulfill the requirements of this paragraph, such Excess insurance shall be “follow form” equal or broader in coverage scope than underlying insurance.
- 4.11.2 Professional Liability: Consultant shall maintain Professional Liability insurance covering errors and admissions arising out of the Services performed by Consultant, or anyone employed by Consultant, or anyone for whose acts, mistakes, errors and omissions Consultant is legally liable, with an unimpaired liability insurance limit of \$1,000,000 each claims and \$2,000,000 all claims. Professional Liability coverage specifically for Architects, Consultants and Surveyors shall contain contractual liability insurance covering the contractual obligations of this Agreement. In the event the Professional Liability insurance policy is written on a “claims made” basis, coverage shall extend for three (3) years past completion and acceptance of the Services, and Consultant shall be required to submit Certificates of Insurance evidencing proper coverage is in effect as required above.
- 4.11.3 Vehicle Liability: Consultant shall maintain Business Automobile Liability Insurance with a limit of \$1,000,000 each occurrence on Consultant’s owned, hired, and non-owned vehicles assigned to or used in the performance of the Consultant’s Services under this Agreement. Coverage will be at least as broad as Insurance Services Office, Inc. coverage code “1” any auto policy form CA 00 01 12 93 or equivalent thereof. To the fullest extent allowed by law, for claims arising out of performance of this Agreement, the Town, its agents, representative, officers, directors, officials and employees shall be cited as an Additional Insured under the Insurance Service Offices, Inc. Business Auto Policy Designated Insured Endorsement form CA 20 48 or equivalent. If any Excess insurance is utilized to fulfill the requirements of this paragraph, such Excess insurance shall be “follow form” equal or broader in coverage scope than underlying insurance.

4.11.4 Workers' Compensation Insurance: Consultant shall maintain Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Consultant's employees engaged in the performance Services under this Agreement and shall also maintain Employer Liability Insurance of not less than \$500,000 for each accident, \$500,000 disease for each employee and \$1,000,000 disease policy limit.

5. INDEMNIFICATION

5.1 To the fullest extent permitted by law, Consultant, its successors and assigns shall indemnify and hold harmless the Town, its officers and employees from and against all liabilities, damages, losses and costs (including reasonable attorney fees and court costs) to the extent caused by the negligence, recklessness or intentional wrongful conduct of Consultant or other persons employed or used by the Consultant in the performance of this Agreement. Consultant's duty to indemnify and hold harmless the Town its officers and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury, sickness, disease, death, or injury to, impairment, or destruction of property including loss of use of resulting there from, caused by Consultant's negligence, recklessness or intentional wrongful conduct in the performance of this Agreement and the negligence, recklessness or intentional wrongful conduct of any person employed by Consultant or used by Consultant in the performance of this Agreement.

5.2 Insurance provisions set forth in this Agreement are separate and independent from the indemnity provisions of this paragraph and shall not be construed in any way to limit the scope and magnitude of the indemnity provisions. The indemnity provisions of this paragraph shall not be construed in any way to limit the scope and magnitude and applicability of the insurance provisions.

6. TERMINATION OF THIS AGREEMENT

6.1 Termination: the Town may, by written notice to the Consultant, terminate this Agreement in whole or in part with seven (7) days' notice, either for the Town's convenience or because of the failure of the Consultant to fulfill his contract obligations. Upon receipt of such notice, the Consultant shall: (1) immediately discontinue all Services affected (unless the notice directs otherwise), and (2) deliver to the Town copies of all data, drawings, reports, estimates, summaries, and such other information and materials as may have been accumulated by the Consultant in performing this Agreement, whether completed or in process. This Agreement may be terminated in whole or in part by the Consultant in the event of substantial failure by the Town to fulfill its obligations.

6.2 Payment to Consultant Upon Termination: If the Agreement is terminated, the Town shall pay the Consultant for the Services rendered prior thereto in accordance with percent completion at the time work is suspended minus previous payments.

7. ASSURANCES

7.1 Solicitations for Subcontractors, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the Consultant for Services to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the Consultant of the

Consultant's obligations under this Agreement and any Regulations relative to nondiscrimination on the grounds of race, color or national origin.

- 7.2 Examination of Records: The Consultant agrees that duly authorized representatives of the Town shall, until the expiration of three (3) years after final payment under this Agreement, have access to and the right to examine any directly pertinent books, documents, papers, and records of the Consultant involving transactions related to this Agreement.
- 7.3 Ownership of Document and Other Data: Original documents, such as tracings, plans, specifications, maps, basic survey notices and sketches, charts, computations, and other data prepared or obtained under the terms of this Agreement or any change order are and will remain the property of the Town unless otherwise agreed to by both parties. the Town may use such documents for other purposes without further compensation to the Consultant; however, any reuse without written verification or adaptation by Consultant for the specific purpose intended will be at the Town's sole risk and without liability or legal exposure to Consultant. Any verification or adaptation of the documents by Consultant for other purposes than contemplated herein will entitle Consultant to further compensation as agreed upon between the parties.
- 7.4 Litigation: Should litigation be necessary to enforce any term or provision of this Agreement, or to collect any damages claimed or portion of the amount payable under this Agreement, that all litigation and collection expenses, witness fees, court costs, and reasonable attorneys' fees incurred shall be paid to the prevailing party.
- 7.5 Independent Contractor: Consultant shall be an independent contractor and not an agent of the Town and shall direct and supervise the Services required by this Agreement and shall be responsible for all means, methods, techniques, sequences and proceedings associated with the Services and shall be responsible for the acts and omissions of its employees, agents and other persons performing any of the Services under a contract with the Consultant.
- 7.6 Exclusive Use of Services – Confidentiality: The services agreed to be provided by Consultant within this Agreement are for the exclusive use of the Town and Consultant shall not engage in conflict of interest nor appropriate the Town work product or information for the benefit of any third parties without the Town consent.
- 7.7 Sole Agreement: There are no understandings or agreements except as herein expressly stated.
- 7.8 Caption: Paragraph captions are for convenience only and are not to be construed as a part of this Agreement; and in no way do they define or limit the Agreement.
- 7.9 Time is of the Essence: The timely completion of the Project is of critical importance to the economic circumstances of the Town.
- 7.10 Controlling Law: This Agreement is to be governed by the laws of the State of Arizona.
- 7.11 Immigration Law Compliance Warranty:
- 7.11.1 As required by A.R.S. § 41-4401, Consultant hereby warrants its compliance with all federal immigration laws and regulations that relate to its employees and A.R.S. § 23-

214(A). Consultant further warrants that after hiring an employee, Consultant verifies the employment eligibility of the employee through the E-Verify program.

7.11.2 If Consultant uses any subcontractors in performance of the Services, subcontractors shall warrant their compliance with all federal immigration laws and regulations that relate to its employees and A.R.S. § 23-214(A), and subcontractors shall further warrant that after hiring an employee, such subcontractor verifies the employment eligibility of the employee through the E-Verify program.

7.11.3 A breach of this warranty shall be deemed a material breach of the Contract that is subject to penalties up to and including termination of the Contract. Consultant is subject to a penalty of \$100 per day for the first violation, \$500 per day for the second violation, and \$1,000 per day for the third violation. the Town at its option may terminate the Contract after the third violation. Consultant shall not be deemed in material breach of this Contract if the Consultant and/or subcontractors establish compliance with the employment verification provisions of Sections 274A and 274B of the federal Immigration and Nationality Act and the E-Verify requirements contained in A.R.S. § 23-214(A).

7.11.4 The Town retains the legal right to inspect the papers of any Consultant or subcontractor employee who works on the Contract to ensure that the Consultant or subcontractor is complying with the warranty. Any inspection will be conducted after reasonable notice and at reasonable times.

7.11.5 If state law is amended, the parties may modify this paragraph consistent with state law.

7.12 Equal Treatment of Workers: Consultant shall keep fully informed of all federal and state laws, county and local ordinances, regulations, codes and all orders and decrees of bodies or tribunals having any jurisdiction or authority, which in any way affect the conduct of the Services. Consultant shall at all times observe and comply with all such laws, ordinances, regulations, codes, orders and decrees; this includes, but is not limited to laws and regulations ensuring equal treatment for all employees and against unfair employment practices, including the Occupational Safety and Health Administration (“OSHA”) and the Fair Labor Standards Act (“FLSA”). Consultant shall protect and indemnify the Town and its representatives against any claim or liability arising from or based on the violation of such, whether by Consultant or its employees.

7.13 Notices: Any notice to be given under this Agreement shall be in writing, shall be deemed to have been given when personally served or when mailed by certified or registered mail, addressed as follows:

The Town:

Ed Hanks
Public Works Supervisor
Town of Dewey-Humboldt
PO Box 69
Dewey-Humboldt, Arizona 86329

Consultant:

Richard Aldridge, PE
Branch Manager
Shephard-Wesnitzer, Inc.
221 N. Marina, Ste 102
Prescott, AZ 86301

The address may be changed from time to time by either party by serving notices as provided above.

8. SUSPENSION OF WORK

- 8.1 Order to Suspend: the Town may order the Consultant, in writing, to suspend all or any part of the Services for such period of time as he may determine to be appropriate for the convenience of the Town.
- 8.2 Adjustment to Contract Sum: If the performance of all or any part of the Services is, for any unreasonable period of time, suspended or delayed by an act of the Town in the administration of this Agreement, or by its failure to act within the time specified in this Agreement (or if no time is specified, within a reasonable time), an adjustment shall be made for any increase in cost of performance of this Agreement necessarily caused by such unreasonable suspension or modified in writing accordingly. However, no adjustment shall be made under this clause for any suspension or delay to the extent (1) that performance was suspended or delayed for any other cause, including the fault or negligence of the Consultant, or (2) for which a change order is executed.

9. INTERESTS AND BENEFITS

- 9.1 Conflict of Interest of Consultant: The Consultant covenants that he presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of Services required to be performed under this Agreement. The Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed.
- 9.2 Interest of the Town Members and Others: No officer, member or employee of the Town and no member of its governing body, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of the Services to be performed under this Agreement, shall participate in any decision relating to this Agreement which affects his personal interest or have any personal or pecuniary interest, direct or indirect, in this Agreement or the process thereof.
- 9.3 Non-Solicitation: Consultant agrees that it has not employed or retained any company or person, other than a bona fide employee working for Consultant, to solicit or secure this Agreement, and that he has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this clause, the Town may terminate this Agreement without liability, or, in its discretion, deduct from the Contract Sum, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingency fee.
- 9.4 Notice Regarding A.R.S. § 38-511: Under Section 38-511, Arizona Revised Statutes, as amended, the Town may cancel any Agreement it is a party to within three (3) years after its execution and without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting or creating the Agreement on behalf of the Town is, at any time while the Agreement or any extension thereof is in effect, an employee or agent of any other party to the Agreement in any capacity or a consultant to any other party to the Agreement with respect to the subject matter of the Agreement. In the event the Town elects to

exercise its rights under Section 38-511, Arizona Revised Statutes, as amended, the Town agrees to immediately give notice thereof to the Consultant.

10. ASSIGNABILITY

The Consultant shall not assign any interest in this Agreement, and shall not transfer any interest in the same without the prior written consent of the Town thereto; provided, however, that claims for money due or to become due to the Consultant from the Town under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Town.

IN WITNESS WHEREOF, the Town and the Consultant have executed this Agreement as of the date first written.

TOWN OF DEWEY-HUMBOLDT

By: _____
Terry Nolan, Mayor

ATTEST:

Judy Morgan, Town Clerk

APPROVED AS TO FORM:

Curtis, Goodwin, Sullivan, Udall & Schwab, PLC
Town Attorneys
By: Susan D. Goodwin

CONSULTANT

By: _____
Title: _____

EXHIBIT A
SCOPE OF WORK

Bidding and Construction phase engineering services for the Foothill Drainage project.

BIDDING PHASE

1. ENGINEER shall assist TOWN in preparing notices and advertisements to solicit bids for the Project.
2. ENGINEER shall coordinate the delivery of Bid Documents for printing, binding, wrapping and delivery to the bidders. ENGINEER shall monitor a list of bidders receiving Bid Documents.
3. ***IF THERE WILL BE A PRE-BID CONFERENCE:*** In conjunction with TOWN, ENGINEER shall conduct a Pre-bid Conference to explain the Project requirements to the bidders.
4. ENGINEER shall respond to inquiries related to the Contract Documents. ENGINEER shall tabulate and maintain a summary of the inquiries received (verbal and written) and the responses made.
5. ENGINEER shall review Addenda for clarity, consistency and coordination among the bidders. ENGINEER shall distribute a copy of all Addenda to reproduction facility for distribution to each bidder receiving documents.
6. ENGINEER shall assist TOWN in conducting the bid opening and shall evaluate the bids for bidder responsibility (including previous experience, capabilities and reputation for similar work), bidder responsiveness (including conformance to instructions, specifications and financial data required) and price. ENGINEER shall also advise TOWN of the acceptability of subcontractors and material suppliers proposed by bidders. ENGINEER shall make recommendations to TOWN concerning the acceptance or rejection of bids.
7. ENGINEER shall assist TOWN in evaluating any bid protest filed.
8. ENGINEER shall assist TOWN in verifying that the Contractor has secured the building permits, bonds, insurance, labor affidavits and waivers as required by the Contract Documents. Such action by ENGINEER shall not relieve the Contractor or TOWN of their responsibilities to comply with the provisions of the Contract Documents.

D. CONSTRUCTION PHASE

1. ENGINEER shall provide contract administration and be TOWN'S representative. Construction observation for the Project shall be performed by personnel of ENGINEER with sufficient expertise to determine whether the construction is proceeding in accordance with the Construction Contract Documents.

2. ENGINEER shall process requests for information, shop drawings, material and equipment sample submittals, contract schedule adjustments, change orders, substitutes and payment requests. ENGINEER shall maintain daily job reports. As TOWN'S representative at the construction site, ENGINEER shall be the party to whom Requests for Information, submittals, Contractor schedule adjustments, substitutes, change order requests and payment applications shall be submitted.
3. While ENGINEER shall not be responsible for construction means, methods, techniques, sequences and procedures employed by the construction contractor in the performance of its contract, nor be responsible for the failure of the construction contractor to carry out work in accordance with the Contract Documents, ENGINEER shall nevertheless advise TOWN whether the construction means, methods, techniques, sequences or procedures will delay the work or cause a defect in the work. ENGINEER may reject work and transmit to TOWN and Contractor a notice of nonconforming work when it is the opinion of ENGINEER or TOWN that the Work does not conform to the requirements of the Contract Documents. ENGINEER is not authorized as a part of this service to change, revoke, alter, enlarge, relax or release any requirements of the Contract Documents or to approve or accept any portion of the Work not performed in accordance with the Contract Documents. No action taken by ENGINEER shall relieve any or all of the Contractors from their obligation to perform their work in strict conformity with the Contract Documents and in strict conformity with all other applicable laws, rules and regulations. Such limits of authority shall be made clear and enforced by TOWN in the Contractor's Contract Documents. ENGINEER is not responsible for, nor does ENGINEER control, the means and methods of construction for the Project.
4. ENGINEER shall coordinate technical inspection and testing. ENGINEER shall be provided a copy of all inspection and testing reports on the day of the inspection or test or within a reasonable time period.
5. ENGINEER shall review and make recommendations to TOWN regarding change orders.
6. ENGINEER shall review the Contractor's request for substantial completion and final completion and recommend to TOWN when the Contractor has achieved substantial and final completion. In consultation with TOWN'S inspector (when applicable), ENGINEER shall provide to TOWN a written recommendation regarding final payment to the Contractor.

EXHIBIT B

CONSULTANT'S KEY PERSONNEL AND SUBCONTRACTORS

CONSULTANT'S KEY PERSONNEL:

SUBCONTRACTORS:

EXHIBIT C

PAYMENT SCHEDULE

A. COMPENSATION

1. Not to exceed \$9,850, plus “reimbursable expenses” pursuant to paragraph C.
REIMBURSABLE COSTS.
2. Such amount shall be based upon the following Schedule:

Assist Town with Bid Management, Pre-Bid Meeting and Addenda Distribution, Bid Opening, Bid Tabulation, Verification of Contractor with the State Registrar of Contractors and prepare Recommendation of Award Letter for Council action:
10 hours at \$155/hr = \$1,550

Pre-construction Meeting and Project Kick Off tasks: 4 hours at \$155/hr = \$620

Weekly Site Inspections & Report Preparation for an 8 Week Construction Period; 1 inspection/week and preparation of a photo documented inspection report = 6 hrs/week @ \$115/hr x 8 Weeks = \$5,520 (This assumes ENGINEER will inspect both construction sites on each trip and prepare a single field report for the visit)

Change Orders/Field Issues requiring Special Attention: 4 hours at \$155/hr = \$620

Processing and Verification of As-Built Plans from the Contractor: 8 hours @ \$115/hr = \$920

Final Inspection, Project Close Out and Certification: 4 hours @ \$155/hr = \$620

Total for Bid and Construction Phase Services = \$9,850 plus \$100 in reimbursable expenses (noted in Section C) for a total of \$9,950.

Assumptions:

The Town will manage the plan distribution and bid process.

The scope of work and fee assume both locations (one at Quaerhorse Ln, the other at Ridge Rd.) will be bid and constructed at the same time, using one plan set and bid manual prepared by SWI.

The Town will provide full time project inspection of the construction. Our visit each week will be random for quality assurance.

The Contractor's bid will include construction staking, as-built drawing preparation, and quality assurance materials testing for the work.

The Town will be responsible for any permit or submittal fees and utility coordination.

B. METHOD OF PAYMENT

1. Invoices shall be on a form and in the format provided by the Town and are to be submitted to the Town via the Town's authorized representative.

C. REIMBURSABLE COSTS

CONSULTANT will be reimbursed for expenses up to a maximum amount of \$100. Reimbursable Expenses shall include printing costs for the plan sets and bid manuals, mileage, and copy costs and are not included in the total above. All reimbursable costs must be submitted by Consultant to Town with monthly bill. The items allowable for reimbursement are as follows:

1. Cost of transportation. (Mileage associated with Project, but not to/from Project site at 65 cents (\$0.65) per mile. Any out of state travel must receive prior approval of the Town.)
2. Costs of outside printing services, as required by the contract.
3. Cost of long distance telephone, postage, courier, UPS, Federal Express, etc. to the extent such item is specifically quantified and estimated for this project.
4. Cost of other items as required, with prior approval from the Town.

EXHIBIT D

CHANGE ORDER NO. _____

PROJECT:

DATE:

OWNER: Town of Dewey-Humboldt

PROJECT NO:

CONTRACT DATED:

CONSULTANT:

CHANGES: The CONTRACT is changed as follows: (Insert brief description)

COST/TIME: Original CONTRACT SUM: \$ _____

Previously Authorized CHANGE ORDERS: \$ _____

CONTRACT sum prior to this CHANGE ORDER: \$ _____

CHANGE ORDER # Amount: \$ _____

New CONTRACT SUM: \$ _____

CONTRACT TIME will be increased by:

SUBSTANTIAL COMPLETION as of this Change Order:

Approved/Accepted by:

Consultant _____

(Name)

(Date)

the Town: _____

(Name)

(Date)

Not valid until signed by the Town and Consultant. Signature of Consultant indicates acceptance, including CONTRACT SUM and CONTRACT TIME.

[Page intentionally left blank]



TOWN OF DEWEY-HUMBOLDT
P.O. BOX 69
HUMBOLDT, AZ 86329
Phone 928-632-8562 • Fax 928-632-7365

COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: April 15, 2014

Date of Request: March 14, 2014

Type of Action: Routine/Consent Regular

Requesting: Action Report Only

Agenda Item Text (a brief description for placement on the agenda; please be exact):
Discussion and possible action on enacting a fireworks ordinance for the Town.

Purpose and Background Information (Detail of requested action). I have received enquiries recently on whether or not the Town has an ordinance for the regulation of fireworks. Council postponed having an ordinance previously waiting for the results of state legislation. With the continued drought, Council should consider an ordinance.

Staff Recommendation(s): _____

Budgeted Amount: _____

List All Attachments: State Statutes, Sample Code & Newspaper Info.

Type of Presentation: Oral

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

Contact Person: CM Wright

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.

S:\FORMS\Council Action Request Form Template.docx

Prescott Valley Tribune

Wednesday, October 27, 2010

Dewey-Humboldt approves fireworks on one-year trial

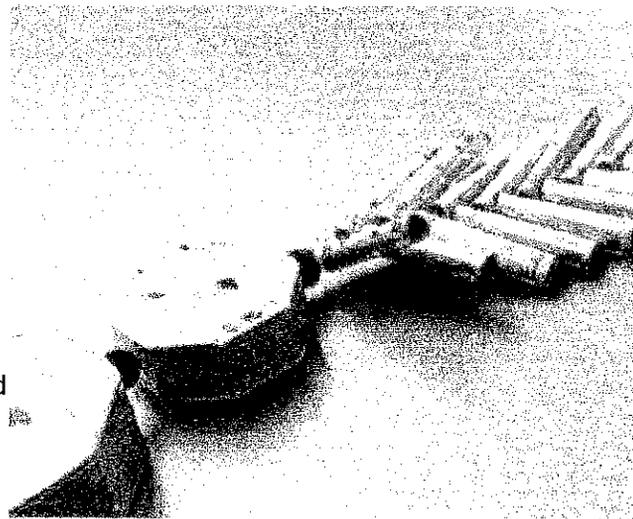
Sue Tone
Reporter

Wednesday, October 27, 2010

Dewey-Humboldt town council members decided at their Oct. 12 meeting not to approve an ordinance banning fireworks within town limits. They postponed until next fall making any regulations that would limit the use of fireworks once the State law takes effect on Dec. 1.

The only time the town would prohibit the use would be during the Central Yavapai Fire District's burn restrictions. Those generally take effect between mid-April to mid-August, said Charlie Cook, CYFD assistant chief, who attended the meeting.

Cook gave an update to the presentation he made to the D-H council back in July. He said, to his knowledge, only three towns in Arizona have no limitations on the use of fireworks inside town boundaries.



Courtesy photo

Former town manager William Emerson had drafted an ordinance for the council's review in July that offered a variety of options including use on specific dates or holidays, only during certain hours, prohibiting use in public places or during periods of high fire danger. In agreement with CYFD, Emerson recommended extending a ban on fireworks within town limits.

The League of Arizona Cities and Towns prepared a sample ordinance similar to what Emerson gave to the council for interested towns and cities as a starting point for discussion.

Prescott Valley town council decided this past Thursday by a 4-0 vote to ban the use of fireworks in its community. Vendors, by state law, could still sell fireworks, but the PV town council requires signage disclosing the ban against usage.

While the state law prohibits devices that are designed to explode or fly above ground, Cook said he attended a demonstration of allowable fireworks. He found that many flew 15 feet into air and some 15-30 feet sideways.

Something else for councils to consider, Cook said, is that many distributors of fireworks will sell out of the trunk of their car or set up a tent on a street corner to sell fireworks. The fire district requires a permit for the sales, and CYFD will inspect the vendors to make sure only those permitted by law are sold.

"Dewey-Humboldt doesn't require a business license, but if somebody wants to come in and set up, they need to make sure there's adequate parking, ingress, egress - all zoning required for a business," Cook said, adding that out-of-trunk sales are illegal.

"My office doesn't work on weekends, your office doesn't work on weekends," he said.

Council member Terry Nolan said even with restrictions on fireworks, he still sees people in his neighborhood shooting them off.

"We're stuck with this. It's going to be a real problem. But how are you going to curtail it?" he said.

Resident Bob Bowman suggested waiting to see if the new law would make a difference in the number of brush fires.

"I think we're reacting to make it into a dangerous situation, and we don't need to. I think you should table this until next October," Bowman said. "Go through the Fourth of July, New Year's Eve, Super Bowl, and see if there's any problem."

The council voted 6-1 to postpone any ordinance prohibiting fireworks in Dewey-Humboldt, with council member Mark McBrady opposing.

"I'm not sure I like the wait-and-see approach," Cook said Wednesday after the meeting. "It's like having an intersection without a traffic signal. How many deaths are you going to see before you realize you need a signal?"

- Dewey-Humboldt council drops ball on fireworks ban

Related Links:

">Content © 2014 ">Software © 1998-2014 1up! Software. All Rights Reserved

Prescott Valley Tribune

Wednesday, October 27, 2010

Editorial

Dewey-Humboldt council drops ball on fireworks ban

Wednesday, October 27, 2010

We think the Dewey-Humboldt town council dropped the ball two weeks ago with its decision to not ban fireworks in their community. Since fireworks sale and use will become legal in Arizona on Dec. 1, most communities set out to beat the deadline by banning them in city limits. We think their reasons are pretty solid.

Central Yavapai Fire Asst. Chief Charlie Cook said that to his knowledge only three communities in the state have failed to enact the bans within their town limits. The reasons for banning are for both fire potential and human safety.

While the state law prohibits devices that are designed to explode or fly above ground, Cook said he attended a demonstration of allowable fireworks. He found that many flew 15 feet into air and some 15-30 feet sideways.

Even the council itself wasn't sure about its vote on this one. Council member Terry Nolan, who voted against the ban, said even with restrictions on fireworks, he still sees people in his neighborhood shooting them off.

"We're stuck with this. It's going to be a real problem. But how are you going to curtail it?" he said.

Only councilmember Mark McBrady voted to ban the fireworks in Dewey-Humboldt.

We think it won't be long before the other five members might wish they'd followed his lead.

Related Stories:

- [Dewey-Humboldt approves fireworks on one-year trial](#)
- Council backs ban on uses of fireworks

Related Links:

">Content © 2014

">Software © 1998-2014 **!up!** Software. All Rights Reserved

Legalized Fireworks Use in Phoenix

Permitted Use

Morning Glory Sparklers



USE ONLY UNDER CLOSE ADULT SUPERVISION. FOR OUTDOOR USE ONLY. DO NOT TOUCH HOT WOOD. HOLD IN HAND WITH ARM EXTENDED AWAY FROM BODY. KEEP BURNING END OR SPARKS AWAY FROM WEARING APPAREL OR OTHER FLAMMABLE MATERIAL. HOLD AND LIGHT ONE DEVICE AT A TIME. AFTER USE PLACE WOOD IN WATER.



Wire Snick Sparklers

USE ONLY UNDER CLOSE ADULT SUPERVISION. FOR OUTDOOR USE ONLY. DO NOT TOUCH GLOWING WIRE. HOLD IN HAND WITH ARM EXTENDED AWAY FROM BODY. KEEP BURNING END OR SPARKS AWAY FROM WEARING APPAREL OR OTHER FLAMMABLE MATERIAL. HOLD AND LIGHT ONE DEVICE AT A TIME. AFTER USE PLACE WIRE IN WATER.

Smoke Balls



Cylindrical



Smoke Cone



Smoke Candle



USE ONLY UNDER CLOSE ADULT SUPERVISION. FOR OUTDOOR USE ONLY. DO NOT HOLD IN HAND. PLACE ON HARD LEVEL SURFACE. LIGHT FUSE AND GET AWAY.

Snakes



USE ONLY UNDER CLOSE ADULT SUPERVISION. FOR OUTDOOR USE ONLY. DO NOT PUT IN MOUTH. LAY ON GROUND. LIGHT PELLET.

Party Poppers (Bottle)



USE ONLY UNDER CLOSE ADULT SUPERVISION. DO NOT POINT EITHER END TOWARD FACE OR PERSON. HOLD IN HAND - JERK STRING.

Party Popper (Pistol)



USE ONLY UNDER CLOSE ADULT SUPERVISION. DO NOT POINT EITHER END TOWARD FACE OR OTHER PERSON. HOLD IN HAND - PULL TRIGGER SHARPLY.

Snappers/Drop Pops



USE ONLY UNDER CLOSE ADULT SUPERVISION. FOR OUTDOOR USE ONLY. DO NOT PUT IN MOUTH. THROW ON GROUND OR AGAINST HARD SURFACE. NOT RECOMMENDED FOR CHILDREN UNDER 8 YEARS.

Ball & Disk



Cylindrical



USE ONLY UNDER CLOSE ADULT SUPERVISION. FOR OUTDOOR USE ONLY. PLACE ON HARD, FLAT SURFACE. DO NOT HOLD IN HAND. LIGHT FUSE & GET AWAY.

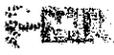
Ground Sparkling Wheels



Sparkling Wheel Devices

USE ONLY UNDER CLOSE ADULT SUPERVISION. FOR OUTDOOR USE ONLY. NAIL TO POST OR STAKE SO THAT THE WHEEL WILL TURN FREELY. DO NOT HOLD IN HAND. LIGHT FUSE AND GET AWAY.

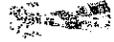
Cylindrical



Square



Cylindrical



USE ONLY UNDER CLOSE ADULT SUPERVISION. FOR OUTDOOR USE ONLY. PLACE UPRIGHT ON GROUND. LIGHT FUSE, AND GET AWAY. DO NOT HOLD IN HAND.

California Rocket Shaped Fountain



USE ONLY UNDER CLOSE ADULT SUPERVISION. OUTDOOR USE ONLY. STICK FIRMLY IN GROUND IN AN UPRIGHT POSITION. REMOVE CAP FOR LIGHTING. DO NOT HOLD IN HAND. LIGHT FUSE AND GET AWAY.

Sky Rockets/ Bottle Rockets

FLAMMABLE ROCKET



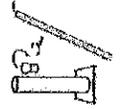
Firecrackers

EXPLOSIVE



Reloadable Shell Device/ Roman Candles

SHOOTS FLAMING BALLS



Arials

SHOOTS FLAMING BALLS W/ REPORTS



Single Tube Device w/ Report

SHOOTS FLAMING BALLS W/ REPORTS



Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

FLAMMABLE ROCKET

Sparklers

Smoker Devices

Novelties

Ground Sparklers

Ground Based Sparklers

ORDINANCE NO. 4769-1120

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF PRESOTT, YAVAPAI COUNTY, ARIZONA, AMENDING THE CITY CODE BY ADDING CHAPTER 5-14, FIREWORKS, AND AMENDING SECTION 15-1-20(A) TO ADD REGULATIONS AND PENALTIES FOR THE USE OF FIREWORKS

RECITALS:

WHEREAS, the Mayor and Council deem it necessary to adopt certain regulations to protect, enhance and promote the health, safety and welfare of the City of Prescott and its residents; and

WHEREAS, the Mayor and Council desire to prevent fire hazards which threaten the safety of individuals and private and public improvements, including residential, commercial and industrial dwellings; and

WHEREAS, due to the dry/desert-like, and timberland conditions surrounding the City of Prescott, risk of wildfires, and terrain of the community there is a danger of fire with the use of consumer fireworks in the community that can cause significant harm to the community and its residents; and

WHEREAS, A.R.S. § 36-1601 authorizes municipalities to regulate and prohibit some activities related to consumer fireworks; and

WHEREAS, the Mayor and Council of the City of Prescott wish to adopt certain amendments to the City Code to add Chapter 5-14 "Fireworks", and amend the City Code Chapter 15-1-20(A), all by adding regulations for the use and penalties for the use of fireworks.

ENACTMENTS:

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Prescott, Arizona, as follows:

SECTION 1. THAT Title V of the Prescott City Code entitled "Police Regulations" is hereby amended by adding Chapter 5-14, to read as follows:

CHAPTER 5-14: FIREWORKS.

5-14-1: DEFINITIONS:

(A) The following words, terms and phrases, when used in this article, have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- (1) *Consumer fireworks* means those fireworks defined by Arizona Revised Statutes Section 36-1601.
- (2) *Display fireworks* means those fireworks defined by Arizona Revised Statutes Section 36-1601.
- (3) *Fireworks* means any combustible or explosive composition, substance or combination of substances, or any article prepared for the purpose of producing a visible or audible effect by combustion, explosion, deflagration or detonation, that is a consumer firework, display firework or permissible consumer firework as defined by Arizona Revised Statute Section 36-1601.
- (4) *Novelty items* means federally deregulated novelty items that are known as snappers, snap caps, party poppers, glow worms, snakes, toy smoke devices, sparklers, and certain toys as defined in Arizona Revised Statute 36-1601.
- (5) *Permissible consumer fireworks* means those fireworks as defined by Arizona Revised Statute Section 36-1601 that may be sold within the City of Prescott even where the use of those items has been prohibited.
- (6) *Supervised public display* means a monitored performance of display fireworks open to the public and authorized by permit by the Fire Chief or his designee.

5-14-2: FIREWORKS PROHIBITED; EXCEPTIONS:

- (A) The use, discharge or ignition of fireworks within the City of Prescott is prohibited.
- (B) Nothing in this section or article shall be construed to prohibit the use, discharge or ignition of novelty items or the occurrence of a supervised public display of fireworks.
- (C) The Fire Chief or his designee may grant permits for conducting a properly supervised public display of fireworks. Every such public display of fireworks shall be of such character and so located, discharged or fired, only after proper inspection by the Prescott Fire Department, and in a manner that does not endanger persons, animals, or property. A permit shall not be issued, and may be revoked by the Fire Chief or his designee, during time periods of High Fire Danger warnings. The Fire Chief or designee has authority to impose reasonable conditions on any permits granted.

5-14-3: SALE OF FIREWORKS:

- (A) No person shall sell or permit or authorize the sale of permissible consumer fireworks to a person who is under sixteen years of age.
- (B) No person shall sell or permit or authorize the sale of permissible consumer fireworks in conflict with state law.

5-14-4: POSTING OF SIGNS BY PERSONS ENGAGED IN THE SALE OF FIREWORKS; CIVIL PENALTY:

- (A) Prior to the sale of permissible consumer fireworks, every person engaged in such sales shall prominently display signs indicating the following:
 - (1) The use of fireworks, except novelty items as defined by City Code, including permissible consumer fireworks within the City of Prescott is prohibited.
 - (2) Consumer fireworks authorized for sale under state law may not be sold to persons under the age of 16.
- (B) Signs required under this section shall be placed at each cash register and in each area where fireworks are displayed for sale.
- (C) The Fire Chief or his designee shall develop regulations concerning the size and color of the required signs and shall develop a model sign. The required sign regulations and model sign shall be posted on the City's website and filed with the Clerk's office.
- (D) Failure to comply with subsections A and B of this section is a civil violation punishable as provided in Section 1-3-2 of this Code.

5-14-5: PENALTY:

Except as otherwise provided herein, any person who violates any provision of this Chapter shall be guilty of a misdemeanor, and upon conviction thereof shall be punished as provided in Section 1-3-1 of this Code.

5-14-6: SEVERANCE CLAUSE:

The provisions of this Chapter are hereby declared to be severable, and if any section, sentence, clause or phrase of this Chapter shall, for any reason, be held to be invalid or unconstitutional, such decisions shall not affect the validity of the remaining sections, sentences, clauses and phrases of this Chapter, but they shall remain in effect, it being the legislative intent that this Chapter shall stand notwithstanding the validity of any part thereof.

SECTION 2. THAT Title 15, Chapter 15-1, "Parks and Recreation", Section 15-1-20(A) of the Prescott City Code is hereby amended as follows:

15-1-20: FIREWORKS AND EXPLOSIVES:

- (A) ~~Except for consumer fireworks as defined in A.R.S. § 36-1601, n~~No person shall possess fireworks or explosives or devices for such use of any kind within the park system except under special permit for fireworks display issued by the director or his agent.
- (B) ALL MUNICIPAL, COUNTY, STATE OR FEDERAL ORDINANCES, RULES, REGULATIONS AND ACTS SHALL BE COMPLIED WITH. (ORD. 3533, EFF. 10-10-1996)

PASSED AND ADOPTED by the Mayor and City Council of the City of Prescott this 9th day of November, 2010.



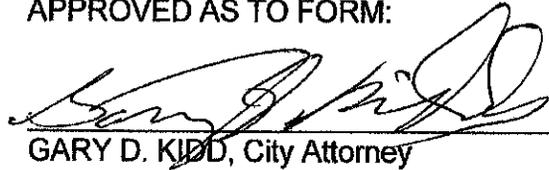
 MARLIN D. KUYKENDALL, Mayor

ATTEST:



 ELIZABETH A. BURKE, City Clerk

APPROVED AS TO FORM:



 GARY D. KIDD, City Attorney

36-1602. Fireworks prohibited

A. Except as otherwise provided by this article, it is unlawful to sell, offer or expose for sale, use, explode or possess any **fireworks**.

B. This section shall not be construed to prohibit or restrict the manufacture or possession, by a qualified pyrotechnic expert, of aerial set pieces designed for use in pyrotechnical displays, or the display of such set pieces in accordance with the terms of this article. The governing body as defined by section 36-1601 shall determine if the expert is qualified.

36-1603. Permit for public display

A. Each governing body may adopt reasonable rules and regulations for granting permits for supervised public displays of fireworks within its jurisdiction, by municipalities, fair associations, amusement parks and other organizations and groups.

B. Application for a permit shall be made in writing not less than five days prior to the date of the display. Every display shall be handled by a competent operator, and shall be of a character and located, discharged and fired so that it will not be hazardous to property or endanger any person. Before a permit is granted, the operator, location and handling of the display shall be approved, after investigation, by the fire chief of the city or town or the sheriff of the county as is appropriate. After a permit is granted, the sale, possession, use and distribution of **fireworks** for the display shall be lawful for that purpose only. No permit is transferable or assignable.

C. If a community, organization or group authorized under this article to obtain a permit for a public display of **fireworks** desires a permit for a locality more than fifty miles from the county seat and not within the limits of an incorporated city or town, application may be made to the justice of the peace of the precinct in which that locality is situated. The justice may issue the permit, subject to the conditions prescribed by this article, in the same manner as the board of supervisors. The constable shall make the prescribed investigation. The justice of the peace shall promptly report to the board of supervisors any permit issued by him pursuant to this subsection, and shall transmit the bond of the permittee to the board.

36-1605. Permitted uses

This article does not prohibit:

1. The sale at wholesale by a resident wholesaler, dealer or jobber of **fireworks** that are not prohibited by this article.
2. The sale of **fireworks** that are to be and are shipped directly out of the state.
3. The use of **fireworks** by railroads or other transportation agencies for signal purposes or illumination.
4. The sale or use of explosives for blasting or other legitimate industrial purposes.

5. The use of **fireworks** or explosives, or both, by farmers, ranchers and their employees, and by state and federal employees who manage wildlife resources, to rally, drive or otherwise disperse concentrations of wildlife for the purpose of protecting property or wildlife.

6. The sale of permissible consumer **fireworks** by a retail establishment if the retail establishment complies with the rules adopted pursuant to section 36-1609.

7. The use of permissible consumer **fireworks** by the general public, unless the use is prohibited by a governing body of an incorporated city or town.

36-1606. Consumer **fireworks** regulation; state preemption; further regulation of **fireworks** by local jurisdiction

The sale and use of permissible consumer **fireworks** are of statewide concern. The regulation of permissible consumer **fireworks** pursuant to this article and their use is not subject to further regulation by a governing body, except that an incorporated city or town may regulate the use of permissible consumer **fireworks** within its corporate limits and a county may regulate the use of permissible consumer **fireworks** within the unincorporated areas of the county during times when there is a reasonable risk of wildfires in the immediate county. This article does not prohibit the imposition by ordinance of further regulations and prohibitions on the sale, use and possession of **fireworks** other than permissible consumer **fireworks** by a governing body. A governing body shall not permit or authorize the sale, use or possession of any **fireworks** in violation of this article.

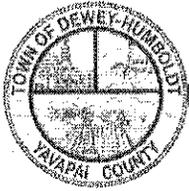
B. A person shall not sell or permit or authorize the sale of permissible consumer **fireworks** to a person who is under sixteen years of age.

36-1607. Seizure

The Arizona highway patrol or any sheriff or other peace officer shall seize, remove or cause to be removed, at the expense of the owner, all **fireworks** or combustibles offered or exposed for sale, stored or possessed in violation of this article.

36-1609. State fire marshal; adoption of code; sale of permissible consumer **fireworks**

A. The state fire marshal shall adopt rules pursuant to title 41, chapter 6 to carry out this article, including a rule that adopts the national fire protection association code for the manufacture, transportation, storage and retail sales of **fireworks** and pyrotechnic articles, 2013 edition as published in August, 2012. A person who sells permissible consumer **fireworks** to the public shall comply with those rules relating to the storage of consumer **fireworks** and relating to the retail sales of consumer **fireworks** before selling permissible consumer **fireworks** to the public.



TOWN OF DEWEY-HUMBOLDT
 P.O. BOX 69
 HUMBOLDT, AZ 86329
 Phone 928-632-8562 ▪ Fax 928-632-7365

COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: 4/15/14

Date of Request: 4/07/14

Type of Action: Routine/Consent Regular

Requesting: Action Report Only

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

Include this on the agenda as a New Agenda Item

Discussion of Microphones on Dias

Purpose and Background Information (Detail of requested action).

Due to the fact that the microphones are starting to deteriorating I think that the

microphones should stay on the dias. As everyone has noticed the lights stay on and sometimes they are not working correctly. Let's conserve the equipment and keep in in one place

Staff Recommendation(s):

Budgeted Amount: \$000.00

List All Attachments: _____

Type of Presentation: oral

Special Equipment needed: Laptop Remote Microphone
 Overhead Projector Other:

Contact Person: Mayor Terry 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.