

**SPECIAL BUDGET MEETING NOTICE**  
**TOWN COUNCIL OF DEWEY-HUMBOLDT**  
**Tuesday, May 22, 2012, 10:00 A.M.**

**COUNCIL SPECIAL STUDY SESSION**  
**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. Roll Call.**

**2.1 Town Council.** Town Council Members John Dibble, David Hiles, Dennis Repan, Denise Rogers, Nancy Wright; Vice Mayor Mark McBrady; and Mayor Terry Nolan.

**3. Special Budget Agenda.**

**3.1. Proposed FY2012 Budget and Council Acknowledgement.** Council acknowledgement of the preparation of the Tentative FY2013 Budget, as prepared by Town Manager (beginning the required publishing process before the Council's further deliberations and adoption of the Final FY2012 Budget). Also the approval of the "Fiscal Year 2012 Revised Budget Schedule."

**3.2. Council Deliberation of FY2012-13 Tentative/Draft Budget.** Discussion and possible action.

**4. 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 Comments from the Public is **20** minutes. No time limit is imposed on individuals within this total. The audience is asked to please be courteous and silent while others are speaking.

**5. Adjourn.**

**For Your Information:**

Next Town Council Regular Meeting: Tuesday, June 5, 2012, at 6:30 p.m.

Next Planning & Zoning Commission Meeting: Thursday, June 7, 2012, at 6:00 p.m.

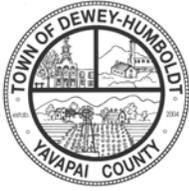
Next Town Council Study Session Meeting: Tuesday, June 12, 2012, at 2:00 p.m.

If you would like to receive Town Council agendas via email, please sign up at [AgendaList@dhaz.gov](mailto: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 \_\_\_\_\_, 2012, at \_\_\_\_ p.m. in accordance with the statement filed by the Town of Dewey-Humboldt with the Town Clerk, Town of Dewey-Humboldt.

By: \_\_\_\_\_, Town Clerk's Office.



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

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**TOWN COUNCIL SPECIAL MEETING**  
**Tuesday, May 22, 2012; 10:00 a.m.**

**Agenda Item # 3.1.**

**To:** Mayor and Town Council Members

**From:** Yvonne Kimball, Town Manager

**Date submitted:** May 17, 2012

**Agenda Item: Proposed FY2012 Budget and Council Acknowledgement.** Council acknowledgement of the preparation of the Tentative FY2013 Budget, as prepared by Town Manager (beginning the required publishing process before the Council's deliberations and adoption of the Final FY2012 Budget). Also the approval of the "Fiscal Year 2012 Revised Budget Schedule."

**Recommended action:** Formally acknowledge presentation of the tentative budget and authorize publication. Approval of the Adoption Schedule.

**Summary:**

The actions proposed by this agenda item are: the Council formally acknowledges presentation of the tentative budget with the total estimated expenditure of \$4,100,803 (state imposed expenditure limitation is \$4,100,902); approve the Adoption Schedule; and authorize publication.

The draft budget worksheets and narratives were officially presented to the Council at May 15's special session. Additional budget discussion meetings are scheduled for May 22 and May 29.

The Council continues studying the budget, meeting with staff, and hearing public comments (in addition to Council budget meetings, advertised public hearings are scheduled for June 7 and 12). Upon your adoption (acknowledgement in our case) of the tentative budget at this meeting, the budget can be adjusted by reducing (not increasing) the total tentative expenditure of \$4,100,803 until the final adoption which is scheduled for June 29, 2012\*. The schedule is attached.

Upon your acknowledgement of the tentative budget, staff will proceed with required publications (public notices for a public hearing shall be published once a week for at least two consecutive weeks after adoption of tentative revenue/expenditure estimates). I attached a copy of last year's newspaper publication which is the format for FY 13 budget publication. The relevant ARS provision is also attached.

*\*The League's Municipal Budget and Finance Manual explains the impact of adoption (or "acknowledgement" in our case) of the tentative budget: "State law requires that on or before the third Monday in July of each fiscal year, the city or town council must adopt a tentative budget. Once this tentative budget has been adopted, the expenditures may not be increased*

Attachments: Revised FY 12-13 Budget Schedule, ARS 42-17103, FY 11-12's newspaper publication

*upon final adoption, however they may be decreased. Actually, with the adoption of the tentative budget, the council has set its maximum "limits" for expenditure, but these limits may be reduced upon final adoption."*

Attachments: Revised FY 12-13 Budget Schedule, ARS 42-17103, FY 11-12's newspaper publication

## FISCAL YEAR 2012 - 13 BUDGET SCHEDULE

Date	Task
February 23, 2012	Preliminary Budget Guidelines Provided to Departments
March 22, 2012	Departmental Budget Estimates and Requests Due
March 26-30, 2012	Town Manager Preliminary Budget Discussions with Council Members Town Manager Individual Review and Discussion with Each Department Department Budget Narratives Begin
March 30, 2011	Council, Commission, and Committee Funding Request Forms Due No-for-Profit Grant Funding Request Forms Due (SCP program)
April 3, 2012	Budget Calendar Acknowledgement (at regular council meeting)
April 6, 2012	Budget Worksheet Completion
April 27, 2011	Budget Book (tentative budget data and narratives) Due
May 15, 2012	Council Budget Deliberation Meeting (10 am- 1pm)
May 22, 2012	Council Budget Deliberation Meeting (beginning @10 am) Tentative Budget Due to the Council for acknowledgement Publication of Tentative Budget Notice of Public Hearings
May 29, 2012	<i>Council Budget Deliberation Meeting (beginning @ 10am if meeting is needed)</i>
June 5, 2012	Public Hearing #1 at Regular Council Meeting Revisions of Tentative Budget Upon Council Review
June 12, 2012	Public Hearing #2 at Special Council Meeting Revisions of Tentative Budget Upon Council Directions
June 19, 2012	Final Review of FY 12-13 Budget at Regular Council Meeting
June 26, 2012	Budget Adoption at Council Special Meeting (beginning @ 10 am)
June 2012	Fiscal Year 2011-2012 Setup in Accounting System
July 1, 2012	Fiscal Year 2011-2012 Begins
July 1, 2012 - June 30, 2013	Monitor, Measure, Assess, Report: Assess Performance and Make Adjustments

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[42-17103. Public access to estimates of revenues and expenses; notice of public hearing; access to adopted budget](#)

A. The governing body of each county, city or town shall publish the estimates of revenues and expenses, or a summary of the estimates of revenues and expenses, and a notice of a public hearing of the governing body to hear taxpayers and make tax levies at designated times and places. The summary shall set forth the total estimated revenues and expenditures by fund type, truth in taxation calculations and primary and secondary property tax levies for all districts. A complete copy of the estimates of revenues and expenses shall be made available at the city, town or county libraries and city, town or county administrative offices and shall be posted in a prominent location on the official websites, or on a website of an association of cities and towns for cities and towns that do not have official websites, no later than seven business days after the estimates of revenues and expenses are initially presented before the governing body. A complete copy of the budget finally adopted under section 42-17105 shall be posted in a prominent location on the official websites no later than seven business days after final adoption.

B. Beginning with fiscal year 2011-2012, both the estimates of revenues and expenses initially presented before the governing body and the budget finally adopted under section 42-17105 shall be retained and accessible in a prominent location on the official websites, or on a website of an association of cities and towns for cities and towns that do not have official websites, for at least sixty months.

C. The summary of estimates and notice, together with the library addresses and websites where the complete copy of estimates may be found, shall be published once a week for at least two consecutive weeks after the estimates are tentatively adopted in the official newspaper of the county, city or town, if there is one, and, if not, in a newspaper of general circulation in the county, city or town.

D. If a truth in taxation notice and hearing is required under section 42-17107, the governing body may combine the notice under this section with the truth in taxation notice.

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## 42-17104. [Public hearing on expenditures and tax levy](#)

A. The governing body of each county, city or town shall hold a public hearing on or before the fourteenth day before the day on which it levies taxes as stated in the notice under section 42-17103. Any taxpayer may appear and be heard in favor of or against any proposed expenditure or tax levy.

B. If a truth in taxation notice and hearing is required under section 42-17107, the governing body may combine the hearing under this section with the truth in taxation hearing.

**TOWN OF DEWEY HUMBOLDT  
Estimates of Expenses and Notice of Public Hearing and Special Meeting**

The Town invites all interested residents to attend the following meeting and public hearing about the Town budget for July 2011 to June 2012. All of the meetings will be held in the Town Council Chambers at 2375 S. Hwy 69, Suite 10, Humboldt, AZ 86329.

9:00 a.m. April 14, 2011	Council Budget Workshop #1
9:00 a.m. April 15, 2011	Council Budget Workshop # 2
6:30 p.m. April 19, 2011	Council Budget Regular Session and Public Hearing # 1
6:30 p.m. May 3, 2011	Council Budget Regular Session and Public Hearing #2
6:30 p.m. May 24, 2011	Council Final Budget Adoption

These are the estimates from the "tentative" budget, which are likely to change in the response to Council and resident discussions during the April and May Meetings.

<b>PROGRAM</b>	<b>EXPENDITURE SUMMARY BY PROGRAM BY FUND</b>					<b>TOTAL</b>
	<b>GENERAL REVENUES</b>	<b>SPECIAL REVENUES</b>	<b>FEES</b>	<b>GRANTS</b>	<b>CASH FUND BALANCE</b>	
<b>EXPENDITURES</b>						
<i>Including Capital</i>						
Revenues and Available CF Balance	1,257,000	286,500	78,200	2,610,721	169,070	4,401,491
Town Council & Legal	163,684	-	-	-	-	163,684
Finance & E.T.S.	229,382	-	-	-	-	229,382
Cost Over-run Contingency	-	-	-	-	133,520	133,520
Community Development	196,769	-	53,200	-	-	249,970
Engineering	120,102	286,500	-	2,610,721	35,550	3,052,872
Town Clerk	133,143	-	-	-	-	133,143
Magistrate Court	61,814	-	25,000	-	-	86,813
Public Safety	352,106	-	-	-	-	352,106
Budgeted Expenditures	\$ 1,257,000	\$ 286,500	\$ 78,200	\$ 2,610,721	\$ 169,070	\$ 4,401,491

A complete copy of the Tentative Budget is available on-line at [www.dhaz.gov](http://www.dhaz.gov), at Town Hall, and at the Town Library. Please give us a call at 928-632-7362 if you have any questions.

2TC PUB April 6, 13, 2011