

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
STUDY SESSION MINUTES
JUNE 14, 2016, 2:00 P.M.**

A STUDY SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, JUNE 14, 2016, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.

1. **Call To Order.** The meeting was called to order at 2:02 p.m. Vice Mayor Treadway officiating until Mayor Nolan's arrival at 2:11 p.m., at which time Mayor Nolan presided.
2. **Roll Call.** Town Councilmembers Arlene Alen, Jack Hamilton, Mark McBrady (arrived late at 2:06 p.m.), Dennis Repan, Nancy Wright; Vice Mayor Doug Treadway, and Terry Nolan (arrived late at 2:11 p.m.) were present.
3. **Study Session.** No legal action to be taken.

4.1. Report of the FY Citizen Survey, including the follow-up one-question survey Questionnaire and possible acceptance of the Survey result(s).

Vice Mayor Treadway advised that Alexandria Wright of Yavapai College was in attendance and requested to move Item 4.1 forward on the agenda. There was Council consensus to do so.

Ms. Wright spoke on the follow-up survey question of which 82 responses were received with the top three concerns being #1 roadway improvements; #2 food market and #3 water issues.

Councilmember McBrady arrived to the meeting at 2:06 p.m.

There was Council discussion regarding the wording of the questions and the results.

Mayor Nolan arrived to the meeting at 2:11 p.m.

Councilmember Alen recommended changing the motion from accepting the report to acknowledging the report and allowing for follow-up.

Mayor Nolan made a motion to approve to accept the report of the FY16 Citizen Survey, seconded by VM Treadway. The motion passed unanimously.

Town Manager Kimball will put this on for follow-up at the July 12th work session.

3.1 Direction on whether to continue the historical consideration of annexing the "200 Foot Strip" located along the town's northerly boundary.

Community Planner/Code Officer (CP/CO) Brown gave an overview on the annexation process of a 200-foot strip of property located on the Town's northerly boundary. Recently several residents have approached the Town on this issue, as they have lots that are split between the Town and the County. It is a problematic issue for the property owners, if they need to do anything regarding the status of their property, they have to deal with two jurisdictions, in addition to receiving two separate tax bills. There are 12 homes located in the County portion. The chief reason to follow up on the annexation is to alleviate the hardship placed on the residents as they try to utilize their properties. There was an effort in 2010 by Dava Hoffman, Town Planner, who did much of the groundwork for this endeavor, and this work would not have to be repeated.

There was Council discussion regarding caution against creating county islands; whether there needed to be a majority or 100% participation from affected property owners; and the Town cost for this process. Council consensus was to move forward in this process and seek Town Attorney input.

3.2 Visioning for the downtown following the survey and other related discussions.

(February 9th meeting and March 8th meeting direction)

Town Manager Kimball gave the background for this agenda item citing that it was in reference to discussions at the 2/9/16 and 3/9/16 meetings on the potential acquisition of property, which prompted the need for a discussion about the vision for the downtown area. With recent full meeting agendas this was the first opportunity to bring it back to Council.

There was extensive Council discussion as to the vision for D-H with recommendations from Councilmembers on a revitalized downtown area; new Town Hall; possible relocation of the Museum; capitalization of the local history; zoning issues; as well as ideas to attract a grocery store to the area which ranked highest on the citizen survey.

There was no Council action taken.

4.3 Directions regarding pending budget items by Funds and Departments {General Fund-Revenues, Expenditures: Town Council and Management, Town Clerk, Finance, Legal, IT, Magistrate Court, Public Safety, Engineering, Public Works, and Community Development, non-Departmental; HURF – Revenues, Expenditures: Engineering, Public Works; Grant Fund}, continued.

Mayor Nolan recommended addressing Agenda Item 4.3 before Agenda Item 4.2. There was Council consensus on this.

Town Manager gave a review of the modified budget numbers.

Mayor Nolan left the table at 3:48 p.m.

Town Manager Kimball gave a review of the modified budget numbers and spoke on the cost contingency overrun which is generally \$200,000, but which has only been utilized one time during her management. TM Kimball recommended \$74,000 from the reserve be transferred to the HURF fund. TM Kimball indicated being more comfortable with not having as large a contingency, expecting a surplus at year end, and recommended a \$10,000 contingency fund.

Mayor Nolan returned to the table at 3:53 p.m.

TM Kimball clarified some of the budget line items.

Councilmember Repan inquired as to the total of the funding requests and Community Outreach causes.

The D-H Historical Society has requested \$8,400 for Museum rent and \$2,000 for the Agua Fria Festival. Mayer Meals on Wheels program requested assistance, but no specific figure.

Councilmember Hamilton made a motion to approve the money for the Museum (\$8400), Agua Fria Days (\$2000); and Mayer Area Meals on Wheels (\$4,000). It was seconded by CM Wright.

Councilmember Repan spoke in support of a water testing program and the need for a second step in providing help to the Community with their private well issues, suggesting possible \$100 stipends to help with filtration systems.

There was discussion on how this program might be run and obtaining more information on providing education to the citizens and a possible grant program.

Councilmember Repan asked for a roll call vote which passed 6-1, with Mayor Nolan voting against.

Councilmember Repan made a motion for an additional \$10,000 budgeted for water educational and possible grants program. It was seconded by CM McBrady. It passed unanimously.

Councilmember Alen left the table at 4:33 p.m.

There was discussion on capital improvements and where they could be found in the budget to cover the possible purchase of the Museum building.

TM Kimball pointed out a line item in the budget which was a placeholder for purchasing capital items.

Councilmember Alen returned to the table at 4:38 p.m.

Councilmember Hamilton spoke to having the contingency fund back up to \$200,000 in case they do decide to make a real estate purchase. CM Hamilton also spoke that a decision needs to be made regarding the Town Hall and recommends the building of a new Town Hall as the funds are available.

Councilmember Hamilton made a motion to approve putting \$5,000 in a line item for architectural work on a new Town Hall. The motion did not receive a second and was lost.

There was Council input and discussion regarding tentative projects: placeholder for architecture work on a Town Hall; the contingency fund; architectural work; water analysis testing and remediation funding.

Councilmember Hamilton made a motion to approve putting \$200,000 back into the contingency fund, seconded by Vice Mayor Treadway, motion passed unanimously.

TM Kimball and the Council had further discussion and approved the transfer of remaining funds to HURF. Ms. Kimball noted that the decisions and expenditures decided at this meeting would be finalized and reflected in the tentative budget for adoption at the Regular Council Meeting on 6/21/16.

4.2 An Executive Session pursuant to A.R.S. 38-431.03 [A] [7] for discussion or consultations with designated representatives of the Town in order to consider its position and instruct representatives regarding negotiations for the purchase of real property and if purchased, the potential lease of the real property loc.2 Directions regarding pending budget items by Funds and Departments [General Fund – Revenues, Expenditures: Town Council and Management, Town Clerk, Finance, Legal, IT, Magistrate Court, Public Safety, Engineering, Public Works, and Community Development, non-Departmental; HURF – Revenues, Expenditures: Engineering, Public Works; Grant Fund], continued.

Councilmember Repan made a motion to go into Executive Session, seconded by Councilmember Alen, motion passed unanimously.

4.2.1 Recess into and hold executive session pursuant to **A.R.S. § 38-431.03 (A)(7)** Discussions or consultations with designated representative of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase of real property located at 12925 E. Main Street, Dewey-Humboldt (APN 402-10-018).

Council recessed to Executive Session for Item 4.2 at 5:01 p.m.

4.2.2 Reconvene into Open Session.

Council reconvened to Regular Session at 6:40 p.m. and gave staff direction resulting from Executive Session.

4.3 Whether to hold additional special session(s) this month.

No special sessions were scheduled.

5 Adjourn. The meeting was adjourned at 6:43 p.m.

Terry Nolan, Mayor

ATTEST:

Judy Morgan, Town Clerk