

TOWN COUNCIL OF DEWEY-HUMBOLDT

REGULAR MEETING NOTICE

Tuesday, February 21, 2017, 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, John Hughes, Amy Timmons, Doug Treadway, Victoria Wendt; Vice Mayor Mark McBrady; 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.

Page
3

4.1. Interviews and possible appointment of applicants to the Planning and Zoning Commission to fill the two vacancies.

5. Town Manager's Report. Update on Current Events. No legal actions can be taken. Council may ask town staff to review an operational matter at this time, or may ask that a matter be put on a future agenda for actions or further discussion. Possible matters and projects are related to Town general administration, Finance, Public Works, Community Development.

5.1. Public Safety Quarterly Reports – 4th Quarter 2017.

21

5.1.1. Yavapai County Sheriff's Office report presented by Lt. Raiss. 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.

25

5.1.2. Central Arizona Fire & Medical Authority report presented by Rick Chase. Topics for possible discussion include: calls responded; outreach programs and services, construction permitting.

5.1.3. Magistrate Court report presented by Judge Catherine Kelley. Topics for possible discussion include: citations, procedures, services. (Judge Kelley reported no significant

29 **5.2. Fiscal Year 2017-2018 Budget preparation overview.**

6. Consent Agenda.

31 **6.1. Minutes.** Minutes from the January 10, 2017 Council Study Session.

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.

35 **8.1. Council retreat contract and discussion of preparation details.** Possible acceptance of the contract. Discussion and direction of preparation details, including scheduling.

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

39 **9.1. Request for presentation by NAU [Northern Arizona University].** (CAARF from CM Wendt – requested from Richard Heath)

43 **9.2. [Request] to allow Yavapai College to give us an update.** (CAARF requested from Mayor Nolan. Presentation requested from Barbara Robinson for March 21st presentation date)

10. Public Hearing Agenda.

THIS CONCLUDES THE LEGAL ACTION PORTION OF THE AGENDA.

11. Adjourn.

For Your Information:

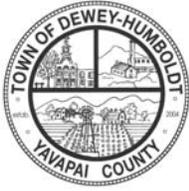
- Next Town Council Meeting: Tuesday, March 7, 2017, at 6:30 p.m.
- Next Planning & Zoning Meeting: Thursday, March 9, 2017, at 6:00 p.m.
- Next Town Council Work Session: Tuesday, March 14, 2017, at 6:30 p.m. (NOTE: change in time)

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 _____, 2017, 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.



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

TOWN COUNCIL REGULAR MEETING

February 21, 2017, 6:30 p.m. Town Council Meeting Chambers

Agenda Item: 4.1 Interview and possible appointment of applicants to the Planning and Zoning Commission to fill vacancies.

To: Mayor and Town Council Members

From: Yvonne Kimball, Town Manager

Date submitted: February 16, 2017

Recommendation: Appoint 2 applicants to the Planning and Zoning Commission to fill 2 vacancies: one 2-year term, through December 2018; one 4-year term, through December 2020.

Suggested Motions:

Appointment of _____ to the Planning and Zoning Commission for a 4-year term, through December 2020.

Appointment of _____ to the Planning and Zoning Commission for a 2-year term, through December 2018.

Summary:

In December 2016 we received notice from two P&Z Commissioners, McGill and Smylie of their desire to resign their positions on the commission. The applicants for the Board of Adjustment not selected were asked of their interest in either the P&Z or OSAT Committee. Three requested consideration for the Planning and Zoning Commission vacancies. We also received 2 additional applications submitted for the Commission. These are the applicants:

Arlene Alen
Lori Crofutt
Penney Hubbard
Dennis Repan
Jeff Van Der Meersche

Background checks were done on all applicants, with results still pending on Mr. Van Der Meersche (as of Friday, 2/17). Our understanding is Planning and Zoning Commissioner Chair Victor Hambrick will have interviewed all of the applicants by this meeting. He provided a recommendation based on the first four applicants' interviews, as Mr. Van Der Meersche's application coming in after that time.

One seat (McGill's) has a remaining term of two years, due to expire at the end of December 2018, the second seat (Smylie's) has a term of four years remaining, due to expire at the end of December 2020.

Attachments: 5 applications (Alen, Crofutt, Hubbard, Repan, Van Der Meersche).

Judy Morgan

From: Steven Brown
Sent: Wednesday, February 8, 2017 11:25 AM
To: Victor Hambrick
Cc: Yvonne Kimball; Judy Morgan
Subject: RE: Interviews

Thanks Victor, your recommendation will be forwarded to the Council.
We will advise you when the applicants will be considered by Council, so that you can be present if you like.
steven

From: Victor Hambrick [mailto:Victor.Hambrick@dhaz.gov]
Sent: Wednesday, February 8, 2017 11:23 AM
To: Steven Brown <StevenBrown@dhaz.gov>
Subject: Interviews

Mr. Brown,

My recommendations for the two vacant seats are going to be Penny Hubbard and Lori Crofutt. If you have any questions please feel free to contact me.

Thanks
Victor Hambrick



TOWN OF DEWEY-HUMBOLDT

Town Council, Commission, Boards and Committee Vacancy Application Form

Please complete this application form and thank you for your interest in serving.

Personal Information:

Name: ARLENE ALLEN email: _____

Mailing & Physical Address: 31600A Dr. Dewey - AZ 86327

MOBILE: _____

Phone Number (please indicate home and work numbers) _____

Occupation CRJ

Have long have you lived in Dewey-Humboldt? 13 years. Are you over the age of 18? Yes No

Are any of your relatives, employed by the Town? Who/Where: NO

Emergency Contact: _____

Name

Phone

Relationship

Are you presently employed? (Check as many as apply)

Employed full-time Employed part-time Unemployed Retired

Employment experience relevant to the position applied for: SEE ATTACHED 2 PAGES

Position applied for: Briefly describe your interest in volunteering for the Town's Council, Boards, Commissions and/or Committees. Describe your experience, education and /or other qualities that you feel would be of value to the Town. You may apply for more than one position. If doing so, please list in order of preference. If needed, you may attach a separate sheet of paper.

SEE ATTACHED 2 PAGES

11.15.16
DATE

[Signature]
SIGNATURE

If you have any questions about this application, please contact the Town Clerk at (928) 632-8562. Please mail the completed application to the Town of Dewey-Humboldt, Town Clerk, P.O. Box 69, Humboldt, AZ, 86329, fax to 928-632-7365, or email to judymorgan@dhaz.gov.

1/5/17 Allen, Arlene

Allen Arlene

Arlene Ajen Candidate for Dewey-Humboldt Board of Adjustment

Interest for volunteering for the Town's Board of Adjustment:

Having spent almost the last 8 years in service to the town of Dewey-Humboldt as a volunteer on P&Z and on Town Council, I would like to continue to use my experience, education and training in service to the community. I have been fortunate to have had training due to service on Council during the recently ended period when Council served as the Board of Adjustment and come with a body of knowledge in both practice and code to enhance and grow through continued service.

Arlene Alen, CEO

Bio

Arlene Alen is CEO / President of the Chino Valley Area Chamber of Commerce & Arizona Office of Tourism Visitors Center. Arlene Alen served as Vice-Mayor of the Town of Dewey-Humboldt as well as a councilmember. Alen represents the Town of Dewey-Humboldt on the Executive Board of CYMPO (Central Yavapai Municipal Planning Organization) as well as the League of Arizona Cities and Towns Neighborhood, Sustainability and Quality of Life Committee. Ms. Alen is a member of the International Placemaking Leadership Council.

A Fellow at the Arizona Center for Civic Leadership Center, Flinn Foundation, Alen earned degrees in Architecture & Design and is graduate of Pepperdine University's Arbitration & Mediation program. She served as CEO of Neighbor to Neighbor and serves on the Executive Board of Trustees for PATH Intl. (The Professional Association for Therapeutic Horsemanship), as well as President of Horses with Heart and on the Executive Board of Directors of West Yavapai Guidance Clinic Foundation Board. Arlene Alen serves on the Veterans Mental Health Advisory Commission and represented Dewey-Humboldt on the Yavapai County Water Advisory Commission.

Ms. Alen is a founding Principal in TSRG, The Strategic Resource Group dedicated to assisting nonprofits in achieving successful sustainability. She is a completing candidate for CECID certification through the International Economic Development Council (IEDC) as well as the IOM Certification through the US Chamber of Commerce. Alen is a graduate of the ASU-Lodestar Nonprofit Leadership Academy as well as the Prescott Area Leadership Academy class XXII. She received the Quad-Cities 2012 Manager of the Year Award from the Lockheed Martin Leadership Association and the 2011 Prescott Valley Chamber of Commerce Award for Community Service. Ms. Alen has been nominated for the Arizona Governor's Service Award as well as the Prescott Area Leadership Woman of the Year Award.

Rec'd 1/6/17 @ 1:45 pm
Jan



TOWN OF DEWEY-HUMBOLDT

Yes

Town Commission, Boards and Committee Vacancy Application Form

Please complete this application form and thank you for your interest in serving.

Personal information:

Name: Lori Timmons-Croft email: _____

Mailing & Physical Address: PO Box Humboldt, AZ 86329

Phone Number: _____
(please indicate home and work numbers) Occupation: school bus driver

How long have you lived in Dewey-Humboldt? 2 years. Are you over the age of 18? Yes No

Are any of your relatives, employed by the Town? Who/Where: NO

Emergency Contact:

Name	Phone	Relationship
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Are you presently employed? (Check as many as apply)

Employed full-time Employed part-time Unemployed Retired Other _____

Employment experience relevant to the position applied for: director of transportation supervising; delegation of duties; finances of dept; hiring employees;

Position applied for: Briefly describe your interest in volunteering for the Town's Boards, Commissions and/or Committees. Describe your experience, education and/or other qualities that you feel would be of value to the Town. You may apply for more than one position. If doing so, please list in order of preference. If needed, you may attach a separate sheet of paper.

also as in highway construction
Board of adjustments, management experience + skills; heavy highway construction class + heavy equip. operations, fair judgement of various situations & impartial. Some College; Received certification of human services from Rio Salado College

Timmons-Croft, Lori

Timmons-Croft, Lori

Town of Dewey-Humboldt

Commissions, Boards and Committees

(Please number in order of preference, 1st choice, 2nd choice, etc., if applying for more than one position)

COMMISSIONS

Talked to her
1/20/17

Planning and Zoning Advisory Commission – Seven-member commission that hears requests for re-zonings, Planned Area Developments; makes recommendations to the Town Council. Term of appointment is four years. The Commission may set its own schedule but is required to meet at least quarterly or at the request of the Mayor, a Councilmember or applicant.

BOARDS

Board of Adjustment – Five resident members that hear appeals by property owners regarding variances and interpretations of staff decisions regarding land uses. Quasi-judicial, appeals of the Board's decisions are heard by Superior Court.

COMMITTEES

_____ **Environmental Issues Advisory Committee** – Provides for the identification, assessment and monitoring of environmental and public health issues that may be of concern to the Town. Term of appointment is two years. Committee may set its own meeting schedule and shall meet at least quarterly or at the request of the Town Council.

_____ **Groundwater Resource Advisory Committee** – Provides for the collection of data, information and studies that will assist the Town in being a positive influence in the preservation of its citizens' rights to access groundwater and other appropriate water resources. Term of appointment is two years. Committee may set its own schedule and shall meet at least quarterly or at the request of the Town Council.

_____ **Clean Town Committee** – Provides organizational oversight of volunteer services to the Town and its citizens and assist in developing programs that address issues of accumulated trash, code enforcement and related concerns. Term of appointment is two years. Committee may set its own meeting schedule and shall hold at least one meeting per year.

_____ **Open Space & Trails Committee** – Provides volunteer services to the Town by interacting with the community, other similar area committees and agencies to further the implementation of the Town Open Space & Trails Master Plan and to compile findings and contact reports associated with its activities. It shall also plan any trail, refuge area or related facility within the vicinity of Chaparral Gulch that is suggested by Council to be named in memory of Emmett Trapp.

_____ **Other Committees as needed.**

Information for Applicants

Members of boards, commissions and committees are appointed by the Town Council and serve at the pleasure of the Council. The appointment process begins with the submission of an application. Applications will be retained for one year following submission. Applicants are subject to a background checks and are expected to be interviewed by the Chair of the board, commission or committee and the Town Council for appointment.

Voting members of boards, commissions and citizen committees must be residents of the Town. Non-voting members of Citizen Committees may be non-residents.

Appointees may serve an unlimited number of terms on a board, commission, or citizen committee, at the discretion of the Town Council.

Regular attendance is required for board, commission and committee members. If a member misses three meetings consecutively or within a calendar quarter and the chair recommends removal, his seat is deemed vacant upon declaration by the Council.

Board, commission and citizen committee members are required to comply with Arizona open meeting laws, public records laws and with the Town of Dewey-Humboldt Code of Ethics.

Consent to Background Check

I (print name) Lori Timmons-Croft by signing this application, hereby grant the Town of Dewey-Humboldt, through its officers, agents and administrative staff, permission to conduct a background check as authorized by the Dewey-Humboldt Town Code, § 31.17(D). The results of this check will be utilized to determine eligibility for membership on a Town board, commission, or citizen committee for which I have applied.

Signature and Verification

I hereby certify that all information contained in this application is true and complete and I understand that the information I have provided in this application may be verified by the Town of Dewey-Humboldt. I have read the information for applicants provided above and agree to comply with all the requirements for serving as a board, commission, or citizen committee member set forth above or as may be required by the Town Code and the laws of the State of Arizona.

1/4/17
Date

[Signature]
Signature



TOWN OF DEWEY-HUMBOLDT

Town Council, Commission, Boards and Committee Vacancy Application Form

Please complete this application form and thank you for your interest in serving.

Personal information:

Name: PENNEY L. Hubbard email: _____

Mailing & Physical Address: GONE Fishin Rd, DEWEY, AZ 86327

POLICE Admin. Support

Phone Number (please indicate home and work numbers)

Occupation

Have long have you lived in Dewey-Humboldt? 3 years. Are you over the age of 18? Yes No

Are any of your relatives, employed by the Town? Who/Where: NO

Emergency Contact:

Name

Phone

Relationship

Are you presently employed? (Check as many as apply)

Employed full-time Employed part-time Unemployed Retired

Employment experience relevant to the position applied for: TOWN of D.H. Community Dev. Tech.

Position applied for: Briefly describe your interest in volunteering for the Town's Council, Boards, Commissions and/or Committees. Describe your experience, education and /or other qualities that you feel would be of value to the Town. You may apply for more than one position. If doing so, please list in order of preference. If needed, you may attach a separate sheet of paper.

SEE ATTACHED

1-26-17

DATE

SIGNATURE U

If you have any questions about this application, please contact the Town Clerk at (928) 632-8562. Please mail the completed application to the Town of Dewey-Humboldt, Town Clerk, P.O. Box 69, Humboldt, AZ, 86329, fax to 928-632-7365, or email to judymorgan@dhaz.gov.

January 26, 2017

To: Town of Dewey-Humboldt
Attn: Judy Morgan, Town Clerk

Re: Vacancy Application Form for Planning and Zoning Commission

I am submitting my application for interest in serving on the Planning and Zoning Commission. As a former employee of the Town of Dewey-Humboldt from September 2014 through January 6, 2017 I gained valuable experience and knowledge of Planning and Zoning practices, Community Development, and Code Enforcement. In addition, I have become familiar with the demographics and dynamics of the community of Dewey-Humboldt. I believe my experiences will make me a valuable contributor to the Commission and the community.

Thank you for your consideration of my application. Please feel free to contact me if you should require additional information.

Kind Regards,

Penney Hubbard
Gone Fishin Rd.
Dewey, AZ 86327

1/5/17 Repan, Dennis

only issue only had 3

Received via email on 11/12/2016 MS



TOWN OF DEWEY-HUMBOLDT

Town Commission, Boards and Committee Vacancy Application Form

Please complete this application form and thank you for your interest in serving.

Personal information:

Name: Dennis M. Repan email: _____

Mailing & Physical Address: P.O. Box Sugarleaf Lane, Dewey 86327

Phone Number: _____ Occupation: Self employed
(please indicate home and work numbers)

How long have you lived in Dewey-Humboldt? 30+ years. Are you over the age of 18? Yes No

Are any of your relatives, employed by the Town? Who/Where: No

Emergency Contact: _____

Name	Phone	Relationship
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Are you presently employed? (Check as many as apply)

Employed full-time Employed part-time Unemployed Retired Other Business Owner

Employment experience relevant to the position applied for: Planning & Zoning, Town Council - Dewey - Humboldt

Position applied for: Briefly describe your interest in volunteering for the Town's Boards, Commissions and/or Committees. Describe your experience, education and /or other qualities that you feel would be of value to the Town. You may apply for more than one position. If doing so, please list in order of preference. If needed, you may attach a separate sheet of paper.

Continue volunteering for our community

Repap, Dennis

Town of Dewey-Humboldt
Commissions, Boards and Committees

(Please number in order of preference, 1st choice, 2nd choice, etc., if applying for more than one position)

COMMISSIONS

_____ **Planning and Zoning Advisory Commission** – Seven-member commission that hears requests for re-zonings, Planned Area Developments; makes recommendations to the Town Council. Term of appointment is four years. The Commission may set its own schedule but is required to meet at least quarterly or at the request of the Mayor, a Councilmember or applicant.

BOARDS

~~_____~~ **Board of Adjustment** – Five resident members that hear appeals by property owners regarding variances and interpretations of staff decisions regarding land uses. Quasi-judicial, appeals of the Board's decisions are heard by Superior Court.

COMMITTEES

_____ **Environmental Issues Advisory Committee** – Provides for the identification, assessment and monitoring of environmental and public health issues that may be of concern to the Town. Term of appointment is two years. Committee may set its own meeting schedule and shall meet at least quarterly or at the request of the Town Council.

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Board, commission and citizen committee members are required to comply with Arizona open meeting laws, public records laws and with the Town of Dewey-Humboldt Code of Ethics.

Consent to Background Check

I (print name) Dennis Reppaw, by signing this application, hereby grant the Town of Dewey-Humboldt, through its officers, agents and administrative staff, permission to conduct a background check as authorized by the Dewey-Humboldt Town Code, § 31.17(D). The results of this check will be utilized to determine eligibility for membership on a Town board, commission, or citizen committee for which I have applied.

Signature and Verification

I hereby certify that all information contained in this application is true and complete and I understand that the information I have provided in this application may be verified by the Town of Dewey-Humboldt. I have read the information for applicants provided above and agree to comply with all the requirements for serving as a board, commission, or citizen committee member set forth above or as may be required by the Town Code and the laws of the State of Arizona.

11/11/16
Date

[Signature]
Signature



Rec'd 2/9/17

TOWN OF DEWEY-HUMBOLDT

Town Commission, Boards and Committee Vacancy Application Form

Please complete this application form and thank you for your interest in serving.

Personal information:

Name: Jeff Van Der Meer email: _____

Mailing & Physical Address: _____

Phone Number: Home _____ Mobiling Manager _____
(please indicate home and work numbers) Occupation

How long have you lived in Dewey-Humboldt? 17 years. Are you over the age of 18? Yes No

Are any of your relatives, employed by the Town? Who/Where: No

Emergency Contact: _____

Name	Phone	Relationship

Are you presently employed? (Check as many as apply)

Employed full-time Employed part-time Unemployed Retired Other _____

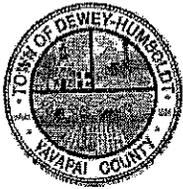
Employment experience relevant to the position applied for: Growth and progress

Position applied for: Briefly describe your interest in volunteering for the Town's Boards, Commissions and/or Committees. Describe your experience, education and /or other qualities that you feel would be of value to the Town. You may apply for more than one position. If doing so, please list in order of preference. If needed, you may attach a separate sheet of paper.

I have lived in the area a long time and would like to be more of a part of it.

I believe the qualities I could bring would be my experience in building Growth and Progress, also organizational skills.

Thanks / /



TOWN C

Town Cou

From Bkgrnd Release
Jeff Van Der Meersehe
Physical: E Agua Fria Ln
Mailing: PO Box 1, Humboldt AZ
86329

(4 months @ address)

Please complete this applica

Personal information:

Name: Jeff Van Der Meer

Mailing & Physical Address: _____

Phone Number: Home
(please indicate

How long have you lived in Dew

Are any of your relatives, employed by the Town? Who/Where: No

Emergency Contact: _____

Name Phone Relationship

Are you presently employed? (Check as many as apply)

Employed full-time Employed part-time Unemployed Retired Other _____

Employment experience relevant to the position applied for: Growth and progress

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I have lived in the area a long time and would like to be more of a part of it.

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Thanks / /

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Consent to Background Check

I (print name) Jeff Van Der Marschen, by signing this application, hereby grant the Town of Dewey-Humboldt, through its officers, agents and administrative staff, permission to conduct a background check as authorized by the Dewey-Humboldt Town Code, § 31.17(D). The results of this check will be utilized to determine eligibility for membership on a Town board, commission, or citizen committee for which I have applied.

Signature and Verification

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2-8-17
Date

Signature

Judy Morgan

From: Tracey Van Der Meersche
Sent: Thursday, February 9, 2017 3:02 PM
To: Judy Morgan
Subject: Re: application received

I was looking for The Planning and Zoning commission position. Thank you

Sent from Yahoo Mail on Android

On Thu, Feb 9, 2017 at 2:58 PM, Judy Morgan
<judymorgan@dhaz.gov> wrote:

Hello Jeff,

I am in receipt of your application to Commission/Board/Committee. Thank you for your interest in serving. You have included the four most important pages of the application, but you did not include the Commission/Board Committee preference page which would let us know which of these you are applying for.

Currently our Board of Adjustment was just formed and appointed. There are no vacancies on this board as of the date of this email.

The Planning and Zoning Commission has two vacancies. We have received some interest in those seats and we have scheduled possible appointment to this commission by council at the February 21st Council meeting. If you are interested in this board we will need to get your application processed quickly and get an interview with the board chair as soon as possible so your application can be considered at the same meeting.

Our only other active board right now is the Open Space and Trails Committee. It has 3 vacancies and in fact needs at least one executive member in order to meet (have a quorum). If this is of interest we can get an interview with the chair of this committee as soon as possible with council appointment process to follow.

You may simply respond to this email your board interest and we can start processing your application. Thank you.

Judy Morgan, CMC

Town Clerk

Town of Dewey-Humboldt

P.O. Box 69 ▪ 2735 S. Hwy. 69 ▪ Humboldt, AZ 86329

Phone: 928-632-7362 ▪ Fax: 928-632-7365

www.dhaz.gov

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Yavapai County Sheriff's Office

Dewey-Humboldt 4th Quarter Report
October - December
2016

Lt. Dan Raiss
4th Qtr 2016

Quarterly Overview

During the months of October – December 2016, Southern Area Command responded to 502 calls for service and 212 deputy-initiated calls for a total of 714 calls in the town of Dewey-Humboldt.

- › 164 Traffic Stops
- › 51 Traffic Citations (10 cite & release)

- › 0 Assault Arrests
- › 1 Drug Arrests
- › 1 Disorderly Conduct Arrests
- › 5 Family Fight Arrests
- › 5 Wanted Person Arrests

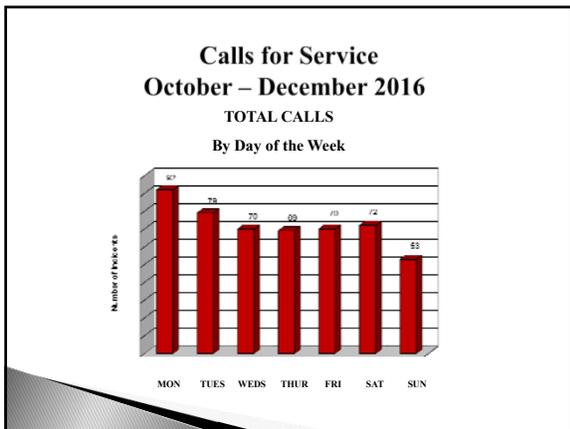
- › Total Arrests: 26
Including Custody Arrests & Criminal Citations (cite & release)

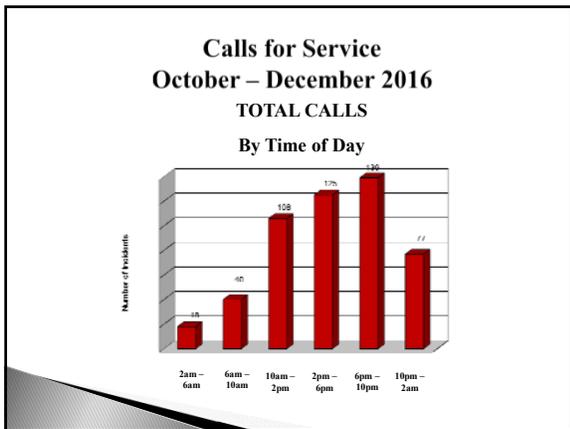
Animal Control

› During the months of October – December 2016, Animal Control Officers responded to the following animal related calls within the town of Dewey-Humboldt:

- Animal Bite: 7
- Animal Neglect: 5
- Animal Noise: 4
- Animal Pickup: 7
- Animal Problem (dog at large): 22
- Vicious Animal: 5

- › Animal Citations Issued: 3





**Average Response Times for
In-Progress Calls
October – December 2016**

- ▶ Accidents : No Calls
- ▶ Alarm : 10 min (24 calls)
- ▶ Assaults : No Calls
- ▶ Disorderly : 17 min (1 calls)
- ▶ Family Fights : 12 min (11 calls)

**Part 1 Crimes – 4th Quarter
October – December 2016**

	LESD*	SAC-E*	SI08*
Murder & Non-Negligent Manslaughter	6	0	0
Forcible Rape	2	1	0
Robbery	2	1	0
Aggravated Assault	118	13	0
Burglary	58	10	3
Larceny-Theft	185	50	10
Motor Vehicle Theft	25	3	0
Arson	1	0	0
Total**	327	78	13

*LESD: Law Enforcement Services Division

*SAC: Southhead Area Command

**SI08: Dewey-Humboldt

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**Dewey/Humboldt Town
Council Mtg.
Feb. 21, 2017**

4th Quarter Report
October–December 2016
Central Arizona Fire and Medical



Land Area: 248 sq. miles
Population: 86,865
Fire Stations: 10 staffed stations

EMS RESPONSES

- ▶ Ex: medical, MVA, rescue, search for lost person, water rescue, electrical rescue

July:	25 responses
Aug:	37 responses
Sept:	23 responses
Total:	85 responses in the 3 rd quarter
	<u>Throughout District</u>
Oct:	24 589
Nov:	25 549
Dec:	27 596
Total:	76 1,734

FIRE RESPONSES

▶ Ex: Structure, Wildland, Vehicle

July: 2 responses
 Aug: 0 responses
 Sept: 0 responses
 Total: 2 responses for the 3rd quarter

	Throughout District
Oct: 2	10
Nov: 0	10
Dec: 0	7
Total: 2	27

PUBLIC SERVICE DISPATCHES

▶ Ex: lock out, water problem, bee/snake call, unauthorized burning, police assist, other type of help

July: 5 responses
 Aug: 7 responses
 Sept: 11 responses
 Total: 23 responses in the 3rd quarter

	Throughout District
Oct: 7	155
Nov: 5	125
Dec: 8	148
Total: 20	428

HAZARDOUS COND. RESPONSES

▶ Ex: comb./flam. spill, chemical or biological hazard, illegal burning

July: 0 responses
 Aug: 0 responses
 Sept: 0 responses
 Total: 0 responses in the 3rd quarter

	Throughout District
Oct: 0	9
Nov: 3	16
Dec: 1	11
Total: 4	36

GOOD INTENT RESPONSES

▶ Ex: cancelled enroute, animal rescue, controlled burning, vicinity (smoke/fire) alarm, false alarm

July: 7 responses
Aug: 9 responses
Sept: 8 responses
Total: 24 responses in the 3rd quarter

	<u>Throughout District</u>	
Oct: 6	142	
Nov: 2	142	
Dec: 2	120	
Total: 10	404	

TOTAL DISPATCHES

July: 39 responses
Aug: 56 responses
Sept: 42 responses
Total: 137 responses for the 3rd quarter

	<u>Throughout District</u>	
Oct: 39	905	
Nov: 35	842	
Dec: 38	882	
Total: 112	2,629	

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

TOWN COUNCIL REGULAR MEETING

February 21, 2017 – 6:30 p.m. Town Council Meeting Chambers

Agenda Item # 5.2. Fiscal Year 2017-2018 Budget preparation overview.

To: Mayor and Town Council Members

From: Yvonne Kimball, Town Manager

Date Submitted: February 16, 2017

Desired direction from Council: choose whether to discuss your wish list with the Town Manager first or discuss them at once with the Council first.

Summary:

The FY 2017-2018 begins on July 1, 2017. Each year, the Town Manager prepares an annual budget and the Council adopts an annual budget. State law requires cities and towns adopt a budget before early August in consideration of those with more complicated budgets and/or those that levy property taxes. In D-H, Council usually adopts the budget before June 30 when the current fiscal year ends or immediately after July 1 when the next fiscal year begins.

Throughout out the year, I keep a log for items that I need to consider for the coming year. Beginning January, I attend the League's weekly Finance conferences (via the phone) to keep track of legislation that might affect municipal budgets. I usually begin budget discussions with staff in February. In March or April the League will issue a document called the Budget Time which provides a budget calendar/schedule, the shared revenue estimates, and the cost of living adjustment calculation. Once I have received that document, I am able to have a closer idea of next year's operational revenues and therefore determine how to allocate the funds for various needs.

I present to Council a draft budget spreadsheet in April. Council usually discusses it a great deal in the following months. Meanwhile, staff works on the narratives and graphics for the budget book. State law requires the Town to adopt a tentative budget before adopting the final budget. There is no requirements whether the tentative and the final budget should be the same. Our Tentative and Final are usually different. State law also require us to not to exceed the state determined expenditure limitation. We never exceed the limitation. Many other cities do have problems with the limitation.

Very importantly, I would like to know Council's priorities in the coming weeks when I prepare the budget. In the past, Council has chosen the following to give me the direction – a) bring your priorities in the form of an expenditure wish list to me directly and I discuss the list with each of you before I plug them into the draft budget. After I have communicated with all CMs, I will present the draft budget to the entire council. At that time, the council as a whole can decide whether to approve each item for the tentative and/or the final budget. b) Council members bring their respective list to the Council meetings to have council discussions first. I plug the approved items in the draft budget. With either approach, the budget figures are subject to change by Council until it is adopted as the final. Even after the Final is adopted, the council can

always amend it when necessary. The necessity to amend a budget has rarely occurred if not ever.

The Town has a solvent reserve. Capital purchases and projects (those last more than 5 years) tend to be paid out of the reserve funds. In recent years, the Town's operational revenues have been good while operational expenditures were kept reasonably low. Therefore, we were able to either use operational revenues to help to pay some of the capital purchases or transfer to the HURF for road maintenance.

To move forward, I will present a budget calendar to Council in March. Meanwhile, I would like Council to consider a priority list and advise me how you would like to communicate to me your list. To recap the past options, a) Council discuss your priority/wish lists with me directly first; b) Council discuss the priority/wish lists among the council first. If you choose to communicate with me directly first, I would like to receive your wish list the first week of March.

Staff can work with either option and we have worked with both approaches. I believe if we communicate well, either way will take us to the final budget.

Additionally, I suspect the upcoming retreat will also provide some guidance for staff. Depending on the outcome of the retreat and the "wish list" information I am about to gather, I would like to arrange a Council-staff study session to hash out some key issues Council may have, before you make final budget decisions.

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
STUDY SESSION MINUTES
JANUARY 10, 2017, 2:00 P.M.**

A STUDY SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, JANUARY 10, 2017, 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 by Mayor Nolan at 2:01 p.m.
2. **Roll Call.** Town Council Members Jack Hamilton, John Hughes, Doug Treadway, Victoria Wendt; and Mayor Terry Nolan were present. Council Member Amy Timmons and Vice Mayor Mark McBrady were absent. (Vice Mayor McBrady arrived late to the meeting at 2:06 p.m.)
3. **Study Session.** No legal action to be taken.

3.1. Fiscal Year 16-17 (July 1, 2016 to December 31, 2016) Year-to-date (YTD) Building Permit activity report.

Building Official Don Roberts gave his YTD report sharing an overview of the duties covered by his department which provides customer service at the counter and in the field. There have been 104 permits issued year-to-date including 12 Single Family Residences; 6 Manufactured Homes; 8 Solar Permits; 10 Grading Permits; 6 Garage/Carports; 1 Patio/Deck; 2 Residential Additions; 1 Accessory Dwelling; 17 Over-the Counter permits including electrical, plumbing, gas lines; 1 Sign Permit; 4 Demolition Permits; 1 Commercial Remodel; 35 Miscellaneous Permits which include zoning, land splits, etc... The permit fees from July 1, 2016 to December 31, 2016 totaled \$56,958.99. There were 263 inspections performed over this time frame, in comparison to the FY15-16 totals of 164 permits with total permit fees of \$68,158.71.

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

Councilmember Wendt inquired how the permit fees compare to other municipalities.

Building Official Roberts spoke that permit fee costs are generally lower in D-H.

CM Wendt questioned why D-H does not charge impact fees.

Town Manager Kimball spoke that the Arizona State Statute authorizes towns to charge impact fees and D-H used to have impact fees. In 2014 the legislature changed the law making impact fees more difficult to impose. Impact fees require a committee and studies. The Council chose to drop the impact fees as it was going to be more costly to meet the requirements of study then what would have been recovered through impact fees. TM Kimball said this could be revisited in the future, if Council desired.

There was further Council discussion about impact fees and the history on the decision to not charge impact fees, as well as the necessity to compare fees with other municipalities, without having to engage an outside firm for a study that could possibly cost \$50K.

CM Hamilton spoke that increases have to be based on fact, and cannot be arbitrary. He noted the Town's previous study as being out of date and needing to be updated.

Building Official Roberts spoke of a study by Yavapai County last summer that he compared to D-H fees, and taking into consideration the difference in size and staff, and based on the fiscal year revenue, he did not recommend raising the fees at this time.

There was Council discussion regarding the need for a new fee study.

TM Kimball spoke that a fee study may or may not show the need for an increase. She cited that she and Staff keep a very close eye on the fees charged in D-H in comparison

to other communities. If the Council feels there is a need for the study, an estimated \$30K can be allocated for a fee study.

BO Roberts answered a question on the Manufactured Home fees, explaining it is based on a state rate flat fee rather than valuation or square footage.

CM McBrady spoke of not seeing the necessity for a fee study at this time as there are no drastic changes, however a study would be needed in order to begin charging impact fees.

There was further Council discussion as to whether a study was necessary at this time and whether a raise in fees had to be based on a specific foundation. There was Council consensus that there would be no study conducted at this time nor a raise in fees.

There was also Council discussion about the fee schedule being published on the website and making it more convenient for the consumer by having it readily available.

BO Roberts explained that the fee schedule is available but since the calculation of building permit fees is complicated and based on multiple factors, he would prefer the public contact town hall for this information, to avoid any misunderstandings or misinterpretations.

3.2. Code Enforcement Activity bi-annual (July 1 to December 31, 2016) report.

Steven Brown, Community Planner, gave his quarterly report on Code Enforcement by Power Point presentation. CP Brown stressed the importance of having an approach of working toward a solution and a reasonable compliance timeframe with voluntary compliance always the goal. The presentation contained photos of various enforcement cases. CP Brown also reviewed the process and timelines, as well as a proposed abatement ordinance and procedure to be considered by Council. There are 15 ongoing cases.

There were Council questions and discussion about the frequency of non-compliance; how a complaint differs from a health and safety issue; and the complaint identification process.

TM Kimball spoke on a situation where a citizen brought a health and safety issue forth on piece of property adjoining the Town Park, however, refused to file a complaint. Staff investigated and determined that it was a health and safety issue. The abatement process was discussed, but it was realized that an abatement ordinance would be necessary. This was tabled by Council until new Council was seated.

CM McBrady recommended getting this started and proceeding with the process.

CM Hamilton spoke of not being able to get started until there is an abatement ordinance.

TM Kimball spoke of compliance always being the goal, not fines or punishment.

CM McBrady spoke of the back taxes and the process taking four years, recommending that the Town start to pay the back taxes.

There was Council discussion regarding the legalities of paying the back taxes and having staff monitor the tax payment situation.

CM Kimball spoke of this particular situation a prime example of where an abatement ordinance would be helpful.

3.3. Council Retreat Option follow-up.

TM Kimball gave an overview on the most current information providing updates and some quotes of two or three presenters/facilitators.

There was Council discussion and viewpoints shared with pros and cons regarding the currently proposed facilitators. Council Members discussed the goals they wished to achieve through the training and whether it could be attained in a one-day or half-day session. There was discussion of holding the training on the fourth Tuesday of the month at round table session in Council Chambers. There was Council consensus to place this item on the January 17, 2017, meeting agenda as an item for action.

TM Kimball advised that she would ask for a more formal proposal from Ms. Wintrich and Mr. Ibarra. TM Kimball said she was questioned by the facilitators what the Council's goals were for the training and recommended Council compromising on some short term objectives to convey to the facilitators.

3.4. "Water quality improvement solution" grant report and next steps.

Community Planner Brown gave an overview of the program informing that only three applications were received in the month of December. Staff's recommendation is to award the three grants and to run the program again in March.

CM Hamilton spoke of not understanding why the issue was being brought back to Council and recommended running the program till the initial \$10,000 budgeted is exhausted or the end of the fiscal year.

CM Wendt recommended more publicity for the program.

Public Comment

Ulys Brooks inquired if this was open to all residents or only those not on the Humboldt Water System. Mr. Brooks spoke that those on the Humboldt Water System should not be included as this source is arsenic-free and lead-free and recommended that the Council tour the plant to view the filtration process.

TM Kimball spoke on the original intent of the grant which was not to exclude any citizen and that it was not stipulated that this was to only eliminate certain minerals, it was for overall water quality improvement. Council's goal was to give back to the community.

CM Hamilton asked if Acme has their water quality test results posted.

CM Wendt does not believe it is posted but suggested that it could be on the new Community Board.

TM Kimball spoke that, moving forward, the program will continue to run on a first come, first serve basis. A report will be given at the end of the fiscal year or when the fund is depleted.

4. Special Session. Legal action can be taken.

4.1. Whether to hold additional special session(s) this month. This is an established agenda item for Council's discussion on whether to add an additional special study session and if so, to set the date.

CM Hamilton asked for clarification as to whether the retreat would be specified as a special session.

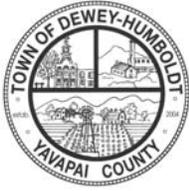
Town Clerk Morgan advised that the retreat would be posted and notice would need to be sent out whether it be called a "Special Session" or "Retreat".

5. **Adjourn**. Mayor Nolan adjourned the meeting at 3:41 p.m.

Terry Nolan, Mayor

ATTEST:

Judy Morgan, Town Clerk



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

TOWN COUNCIL REGULAR MEETING

February 21, 2017 – 6:30 p.m. Town Council Meeting Chambers

Agenda Item # 8.1. Council retreat contract and discussion of preparation details. Possible acceptance of the contract. Discussion and direction of preparation details, including scheduling.

To: Mayor and Town Council Members

From: Yvonne Kimball, Town Manager

Date Submitted: February 16, 2017

Recommendation:

Action: rectify acceptance of the proposal, authorizing the Mayor to sign the proposal.

Direction needed: schedule a date, decide on a location and any other details

Summary:

Council is desirous of a council retreat for the purpose of communication, team building, and some strategic planning. At the January 17th meeting, upon considering three proposals, Council directed to engage Ina Wintrich for the upcoming retreat. Ms. Wintrich is an independent facilitator through LL Decker and Associates, Inc.

LL Decker & Associates, Inc. submitted a formal proposal last week. The final proposal is at large identical with the draft which was presented to Council at the January 17th meeting. The proposal outlines the agenda, the cost, and the expectations of incidental expenses.

The only item I found was that the final proposal indicates that the fee does not include a final report by the facilitator. I spoke to Ms. Wintrich and she advised that a report would not be necessary because she will be using the “storyboarding” process during the session, which makes it possible for the Clerk’s office to transcribe responses. I spoke to the Town Clerk and she is aware of the minutes taking task.

I also wanted to point out that there would likely be some incidental expenses in addition to the \$3000 facilitation fee. For example, the mileage reimbursement for Ms. Wintrich’s travel between her residence/office in Tempe to D-H. She is not expecting to spend the night. The Town will take care of the food and beverage order and expense. I have already ordered and received the “communication profile” booklets as Ms. Wintrich suggested. The booklets are for each council member to fill out before the retreat. I will bring them to the meeting to distribute.

One detail remaining to be determined is to schedule a date. Originally, Council indicated Tuesday, February 28th. However, we have not been able to confirm the date. Ms. Wintrich has a jury duty summon which casted uncertainty. I also understand that council members’ schedules may have changed since January. For instance, CM Timmons indicated that the week

of March 13 through 17 would work for her. I confirmed that Ms. Wintrich is available on Tuesday, March 14. It is the last day of the election, however, the Town Clerk and I have worked out a plan if Council is available that day. It is imperative for us to confirm a date. The retreat is expected to last 6-7 hours and highly interactive.

As far as the meeting location goes, the Town Attorney advised that the safest bet is somewhere in Town although there have been affirmative court rulings on having a retreat outside of the Town limits. There are limited choices for us within the town limits – the council chamber, Town Library lower level, the Activity Center (with its owners' agreement) or the American Legion Hall (with its owners' agreement). Retreats usually take place outside of the council chamber for a less formal environment. We need to determine a location at the meeting so that staff can begin to make arrangements.

 **LL DECKER & ASSOCIATES, INC.**
Helping Organizations Change

February 9, 2017

Ms. Yvonne Kimball, Town Manager
Town of Dewey-Humboldt
P.O. Box 69
2735 S. Hwy 69
Humboldt AZ 86329

Dear Ms. Kimball:

Thank you for your interest in LL DECKER & ASSOCIATES and the services we offer. Your conversations with Ina Wintrich generated the following proposal for a one-day interactive council training/discussion session to be delivered at some date still to be arranged in the near future. The following is a draft proposal for that session.

Dewey-Humboldt Elected Officials Retreat (DRAFT)

This highly interactive, one-day session is designed to enhance the capabilities of Mayor and Council as they prepare to meet the current and future needs of the Town and the citizens they represent. Participants will discuss issues related to effective team-building, explore individual and group development opportunities, and decide how information presented will be utilized to positively impact planning and productivity.

Proposed Agenda

Teambuilding

- The Foundation: Core Leadership Practices
- Generating Effective Communication (based on completion of a Communication survey, to be completed by each participant, prior to the session)
- Developing and Strengthening Trust
- The Power of Collaboration and Partnerships
- Risk and Relationships
- Strategies for Application of Information

Planning Issues for Dewey-Humboldt: Protection, Preservation, Preparedness

- Challenges
- Opportunities
- Strengths
- Liabilities
- Goals for the Planning Period
- Next Steps

The session will be conducted at a location chosen by Mayor and Council and financially sponsored, by the Town. Projection equipment (for use of a PowerPoint presentation), food and refreshments are also the Town's responsibility. The ordering, payment for and distribution of the communication profile will also be the responsibility of the Town.

77 East Missouri Avenue, Phoenix, Arizona 85012
Telephone · 602.957.9659 Email · ldecker@lldecker.com

The facilitator (Ina Wintrich) will provide materials for each participant to be distributed on the day of the session. The facilitator will also work with the Town Manager to finalize the agenda, discuss any related issues, ideas and concerns of the Mayor and Council before the session.

The cost for the services described above is \$3,000 plus expenses. Incidental telephone calls, training preparation, facilitation and incidental office materials are all included in this price. Excluded from this estimate are formal written research reports except as specifically noted above, document reproduction, communications profile materials, meeting facilities, participant notification, food and beverage supplied to participants in conjunction with the training, transportation between Tempe and the Town of Dewey-Humboldt, lodging (if needed) and any unusual out-of-pocket expenses requested by the sponsor. Changes of substance to this proposal during the project may affect the final cost.

Thank you for the opportunity to again work with the Town of Dewey-Humboldt. If you have questions regarding this proposal please call either Ms. Ina Wintrich at (602) 908-5994 or me at 602.957.9659.

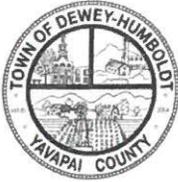
Sincerely,



Approved to proceed:

Signature

Title



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

Town Council Presentation Request Form

Requests to make a formal Town Council presentation must be approved by the Town Council as a whole at a council meeting. The request form is used to accompany a council member's Council Agenda Request Form (CARF) which would sponsor the presentation request. The Form must be submitted at least four weeks to the sponsoring council member prior to the requested Town Council meeting date. The CARF will be discussed at a council meeting for the Council to determine whether to approve the presentation request. The Town Council meets every first and third Tuesday of the month at 6:30 p.m. for regular sessions. The Council also meets every second Tuesday of the month at 2:00 p.m. for study sessions. The Town Council attempts to limit the length of individual presentations to 30 minutes unless the Council votes to extend that time. If any special equipment is requested, please notify the Town Clerk no less than 72 hours before the Council meeting.

Nature and Description of Presentation (Please note that this form does not apply to commendation and /or proclamation presentations, and individuals who wish to speak at the Comments from the public item on an agenda):

Richard Heath would like to provide an overview and update to the council members on the Northern Arizona University campus in Prescott Valley that serves all of Yavapai County. This will be a short 5 minute presentation and a work session is better because it is for information only.

Please describe the number of participants, any audio or visual equipment that you will set up and utilize, and how long you will require to set up your equipment.

Richard Heath, Campus Executive Director, will be the only presenter and no audio or visual equipment will be necessary.

Individual, agency, and/or organization attending Town Council meeting:

Name: RICHARD HEATH Phone: 928-775-4567 EXT. 41990
 Council Meeting Date Requested: 2/14/17; alternate date: 3/14/17

Requested by:

Name: RICHARD HEATH Phone: 928-775-4567 EXT. 41990
 Address: 7351 E. CIVIC CIRCLE Email: richard.heath@nau.edu
PRESCOTT VALLEY, AZ 86314

If you have any questions about the application process, please contact the Town Clerk's Office at (928) 632-7362. Please return this form to the sponsoring council member, Dewey- Humboldt Town Hall, 2735 S. Highway 69, P.O. Box 69, Humboldt, AZ 86329, by fax to (928) 632-7365 or by email to the council member (Town Council contact information can be found at www.dhaz.gov/contacts).

S:\FORMS1\Town Clerk\Presentation Form\council presentation request form-final and adopted.docx

For Town Clerk Office Use Only:

Date requested received	<u>2/8/17</u>	Sponsoring Council Member	<u>CM Wendt</u>
Approved by Council at	_____	meeting (Mayor Initial	_____)
Not Approved	_____	Applicant Notified and Notes:	_____

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Mod 2/14/17 @ 6:pm

Agenda Item 9.2.



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: 2/21/17

Date of Request: 2/14/17

Requesting: Action Discussion or Report Only

Type of Action: Routine/Consent Agenda Regular

Agenda Item Text (a brief description for placement on the agenda; please be exact as this will be the wording used for the agenda):

To allow Yavapai College give us an update

Purpose and Background Information (Detail of requested action).

To receive an update about Yavapai College

Staff Recommendation(s): _____

Budgeted Amount: 0

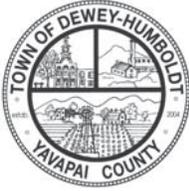
List All Attachments: _____

Type of Presentation: _____

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

Contact Person: Mayor, 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.



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Nature and Description of Presentation (Please note that this form does not apply to commendation and /or proclamation presentations, and individuals who wish to speak at the Comments from the public item on an agenda):

Brief update on Yavapai College (10 minutes)

Please describe the number of participants, any audio or visual equipment that you will set up and utilize, and how long you will require to set up your equipment.

One person, no audio or visual equipment needed.

Individual, agency, and/or organization attending Town Council meeting:

Name: Dr. Penny Wills (or a VP) Phone: 928-776-2023

Council Meeting Date Requested: March 21, 2017; alternate date: April 4, 2017

Requested by:

Name: Barbara Robinson Phone: 928-776-2023

Address: Yavapai College, 1100 E. Sheldon St., Prescott, AZ Email: barbara.robinson@yc.edu

If you have any questions about the application process, please contact the Town Clerk's Office at (928) 632-7362. Please return this form to the sponsoring council member, Dewey- Humboldt Town Hall, 2735 S. Highway 69, P.O. Box 69, Humboldt, AZ 86329, by fax to (928) 632-7365 or by email to the council member (Town Council contact information can be found at www.dhaz.gov/contacts).

For Town Clerk Office Use Only:

Date requested received _____	Sponsoring Council Member _____
Approved by Council at _____ meeting (Mayor Initial _____)	
Not Approved _____	Applicant Notified and Notes: _____