

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

Tuesday, August 4, 2020, 6:30 P.M.

**DEWEY-HUMBOLDT TOWN HALL
COUNCIL CHAMBERS
2735 S. HWY 69, SUITE 10
HUMBOLDT, ARIZONA 86329**

NOTICE OF MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Dewey-Humboldt Town Council and to the general public that the Town Council will hold a public meeting (see notes about public participation below) on **Tuesday, August 4, 2020, at 6:30 p.m.**, at the **Dewey-Humboldt Town Hall Council Chambers, 2735 S. Highway 69, Suite 10, Humboldt, Arizona 86329**. Members of the Town Council will attend by audio/video conference call.

THIS MEETING WILL BE HELD BY REMOTE PARTICIPATION ONLY

Due to the federal government’s declaration of a COVID-19 pandemic and the resulting Executive Orders from Arizona Governor Ducey to limit events of people in personal contact and Mayor Nolan’s declaration of an emergency based on the COVID-19 pandemic, the following accommodations are provided for public participation at the Council Meeting:

- Viewing live streaming audio only on the Town’s website, at <http://az-deweyhumboldt.civicplus.com/2164/Town-Meeting-Documents-and-Videos>
- Viewing and potentially participating in the meeting via Join Zoom Meeting
 - Computer: <https://zoom.us/j/82958965303>
 - Telephone: (301) 715-8592; Meeting ID: 829 5896 5303
- Submitting comments via email to the Town Clerk at TimMattix@dhaz.gov. Comments should be submitted no later than 3:30 p.m. on the day of the meeting. Please identify the agenda item and your first and last name.

DEWEY-HUMBOLDT TOWN COUNCIL REGULAR MEETING AGENDA

The issues that come before the Town Council are often challenging and potentially divisive. To make sure we benefit from the diverse views to be presented, the Council believes public meetings to be a safe place for people to speak, and asks that everyone refrain from clapping, heckling and any other expressions of approval or disapproval. Council may vote to go into Executive Session for legal advice regarding any matter on the open agenda pursuant to A.R.S. § 38-431.03(A)(3), which will be held immediately after the vote and will not be open to the public. Upon completion of the Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda. Agenda items may be taken out of order. Please turn off all cell phones. Council Meetings are broadcast via live streaming video on the internet in both audio and visual formats. One or more members of the Council may attend either in person or by telephone, video or internet conferencing. **NOTICE TO PARENTS:** Parents and legal guardians have the right to consent before the Town of Dewey-Humboldt makes a video or voice recording of a minor child. A.R.S. § 1-602.A.9. Dewey-Humboldt Council Meetings are recorded and may be viewed on the Dewey-Humboldt website. If you permit your child to participate in the Council Meeting, a recording will be made. You may exercise your right not to consent by not permitting your child to participate or by submitting your request to the Town Clerk that your child not be recorded.

1. Call To Order

2. Roll Call Town Council Members: Karen Brooks, Lynn Collins, John Hughes, Mark McBrady, Victoria Wendt, Vice Mayor Amy Lance and Mayor Terry Nolan.

3. Pledge of Allegiance

4. Invocation

5. Announcements regarding Town 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. Pursuant to the Arizona Open Meeting Law, the Town Council may present a brief summary of current events; however, the Council may not discuss, deliberate, or take legal action on any matter in the summary.

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A. Council announcements about outside meetings and committees

5 B. Proclamation – declaring August, 2020 as Child Support Awareness Month

6. Public Comment on Non-agendized Items 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. According to the Arizona Open Meeting Law, Councilmembers 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, Councilmembers are forbidden from discussing or taking legal action on matters raised during Public Comment unless the matters are properly noticed for discussion and legal action. A **3 minute** per speaker limit shall be imposed. Everyone is asked to please be courteous and silent while others are speaking.

7. Consent Agenda

All those items listed below are considered to be routine and may be enacted by one motion. Any Councilmember may request to remove an item from the Consent Agenda to be considered and discussed separately.

7 A. Approval of Minutes of May 19, 2020 Regular Meeting (with changes as directed on July 21, 2020)

17 B. Approval of Minutes of June 16, 2020 Regular Meeting

25 C. Approval of Minutes of June 16, 2020 Special Meeting

27 D. Approval of Minutes of July 7, 2020 Regular Meeting

31 E. Approval of Minutes of July 14, 2020 Study Session

8. Town Manager’s Report Update on Current Events. The Town Council may ask clarifying questions about any item listed on the agenda under Town Manager’s Report, or ask that any item listed on the agenda under Town Manager’s Report be placed on a future agenda for Council deliberation and action. No legal action will be taken on items listed under Town Manager’s Report. From time to time, as authorized by A.R.S. § 38-431.02(K), the Town Manager may present a brief summary of a current event that, due to its timeliness, is not listed on the agenda. In such cases, the Town Council shall not propose, discuss, deliberate or take legal action on the matter.

A. Town Manager’s Report on the status of the new Town Hall project, located at 12938 East Main Street

B. Town Manager’s Report on the federal CARES Act funding and distribution requirements through the State of Arizona, including steps taken since the June 16, 2020 update and additional information received

9. General Business Discussion and possible legal action may be taken. Agenda language may vary from that in CAARFs for Open Meeting Law purposes.

33 A. Discussion and possible action to approve a request for Lesley D. Jenkins, Regional Director of the Northern Arizona Alzheimer’s Association to give a presentation to Council at the August 11, 2020 Council Study Session (CAARF – Mayor Nolan)

35 B. Discussion and possible action to approve giving a presentation and plaque as a thank you to Denise Rogers for the time she contributed as editor of The Dewey-Humboldt Newsletter (CAARF – Mayor Nolan)

10. Consideration of additional Special Session(s) Whether to hold and, if so, set the date

11. Adjourn.

Persons with a disability may request reasonable accommodations by contacting the Town Hall at (928) 632-7362 at least 24 hours in advance of the meeting.

Certification of Posting

The undersigned hereby certifies that a copy of the attached notice was duly posted at the following locations: Dewey-Humboldt Town Hall, 2735 South Highway 69, Humboldt, Arizona, Chevron Station, 2735 South Highway 69, Humboldt, Arizona, Blue Ridge Market, Highway 69 and Kachina Drive, Dewey, Arizona, on the _____ day of _____, 2020, at _____ a.m./p.m. in accordance with the statement filed by the Town of Dewey-Humboldt with the Town Clerk, Town of Dewey-Humboldt.

By: _____, Town Clerk's Office.

For Your Information:

Next Town Council Study Session: Tuesday, August 11, 2020, at 6:30 p.m.
Next Town Council Regular Meeting: Tuesday, August 18, 2020 at 6:30 p.m.
Next Planning & Zoning Meeting: Thursday, September 3, 2020, at 6:00 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 Tim Mattix, Town Clerk.

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CHILD SUPPORT AWARENESS MONTH

WHEREAS, the Town of Dewey-Humboldt joins the Nation in recognizing August as Child Support Awareness Month, and reaffirms its commitment to strengthening Arizona’s families by providing child support services to improve the economic stability and well-being of children; and

WHEREAS, the State of Arizona will always be committed advocates for our children, whose safety and security remains top of mind; and

WHEREAS, a child who receives emotional and financial support is more likely to feel safe and secure and is better equipped with the courage to be their very best in life; and

WHEREAS, the Department of Economic Security Division of Child Support Services (DCSS), is robustly committed to putting Arizona’s children first and to humbly serving Arizonans with excellence, respect, integrity and kindness, as well as being an overall champion for economic growth and opportunity; and

WHEREAS, DCSS is a strong advocate for shared parenting responsibilities because parents and children benefit when both parents are engaged with their child at every stage, regardless of marital status; and

WHEREAS, strengthening individuals and families with an emphasis on fiscal responsibility promotes the safety and well-being of children, provides stability, improves the lives of children, and provides opportunities for families to be able to enhance their children’s future; and

WHEREAS, child support awareness month salutes diligent parents who spend time with their child and who make regular child support payments to safeguard their children’s future.

NOW THEREFORE, I, Terry Nolan, Mayor of the Town of Dewey-Humboldt, do hereby proclaim the month of August 2020 as

CHILD SUPPORT AWARENESS MONTH

IN WITNESS WHEREOF, I have hereunto set my hand this 4th day of August, 2020.

Terry Nolan, Mayor

Timothy A. Mattix, Town Clerk

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**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
REGULAR COUNCIL MEETING MINUTES
MAY 19, 2020, 6:30 P.M.**

A REGULAR COUNCIL MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, MAY 19, 2020, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. THE MEETING WAS HELD VIA ZOOM VIDEO/TELECONFERENCE. MAYOR TERRY NOLAN PRESIDED.

1. **Call To Order** Mayor Nolan called the meeting to order at 6:33 p.m.
2. **Roll Call** Town Councilmembers Karen Brooks, Lynn Collins, John Hughes, Victoria Wendt, Vice Mayor Amy Lance and Mayor Terry Nolan were present. Councilmember Mark McBrady was absent. Ed Hanks, Town Manager, noted that Vice Mayor Amy Lance was present and listening but unable to speak until later. **Town Clerk Note** (as required by Public Body Rules of Policies and Procedures PG No. TC12-01): Town staff implemented and tested Zoom Video Communications – Pro prior to the first Council Meeting at which Zoom was utilized. Permissions in Zoom prevented the use of a chat feature, to ensure that members could not communicate except for verbally to all members. The first page of the agenda included instructions for public participation via video or calling in to the meeting; members of the public were also able to submit comments via email to the Town Clerk to be read at the meeting. After the meeting, Town staff downloaded the meeting video from Zoom. Additionally, Town staff attended the meeting in the Council Chambers and utilized the video recording system; the video recording system recorded all audio from the Council discussions and actions, and video of staff.
3. **Pledge of Allegiance** Audience Member Glen Blomgren led the Pledge.
4. **Invocation** Given by Councilmember Brooks.
5. **Protocol for Participating in the Council Meeting via Zoom** (Ed Hanks, Town Manager)
Ed Hanks, Town Manager, gave an overview of using Zoom during the meeting.
6. **Announcements regarding Town 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. Pursuant to the Arizona Open Meeting Law, the Town Council may present a brief summary of current events; however, the Council may not discuss, deliberate, or take legal action on any matter in the summary.

Mayor Nolan noted that May is a month of recognition for military personnel.

Councilmember Collins noted that the Main Street Team is meeting on June 1, 2020 at 7:00 p.m. at 12890 East Main Street (Rhythm 'N' Boots Dance Hall).

A. Council announcements about outside meetings and committees

Mayor Nolan attended a County Supervisors group meeting relating to helping people in Mayer and Cordes Junction. He attended meetings with Senators McSally and Sinema; they are working on the coronavirus.

Councilmember Brooks attended the Co Operators Countywide Communication meetings on COVID-19 on May 19. Notes include: meetings will now be held every two weeks; an uptick of cases in the last three weeks; the big uptick was Mingus Mountain Academy, with 84 students and 27 staff; 6 deaths in the County; the County Health Department received one case of Remdesivir; the phone bank is still open; and, that Yavapai County is considered low-risk. Additional notes include: the Forest Service is moving into a burn ban starting June 1, 2020; for Veterans, there have been 643 tests with 10 positives and eight deaths; Yavapai Regional Medical Center ("YRMC") and Green Valley Medical Center are opening elective surgeries; and, the Prescott Plaza is opening their summer events on the Plaza this weekend. The Yavapai Regional Transit authority said ridership is down about 20%; on June 6, there will be regular trips back to Prescott Valley. She also encouraged people without computers to call Town Hall for the Census 2020 phone number; noted a *The Daily Courier* article about a Superior Court judgment that post office boxes can't be used as a residential address on petitions; and, encouraged people to contact voter registration to confirm that their address is correct.

7. **Public Comment on Non-agendized items** 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. According to the Arizona Open Meeting Law, Councilmembers 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, Councilmembers are forbidden from discussing or taking legal action on matters raised during Public Comment unless the matters are properly noticed for discussion and legal action. A **3 minute** per speaker limit shall be imposed. Everyone is asked to please be courteous and silent while others are speaking.

Leigh Cluff spoke relating to the Town office being closed for staff safety because of the COVID-19 pandemic; having noticed Mayor Nolan being in the office on Fridays when the Town Manager and Town Clerk are not in; Mayor Nolan being at Town Hall from forty minutes to an hour and a half; asked why he is there and if he has an appointment; and, asked for a Councilmember to submit a CAARF so it can be discussed at the next meeting.

- 8. Consent Agenda** All those items listed below are considered to be routine and may be enacted by one motion. Any Councilmember may request to remove an item from the Consent Agenda to be considered and discussed separately.
- A. Approval of Minutes of April 14, 2020 Regular Meeting**
 - B. Approval of Minutes of April 21, 2020 Regular Meeting**
 - C. Authorize the Town Manager to sign new account documents and an agreement to open a Town checking account at Foothills Bank and to transfer all Town accounts from Wells Fargo Bank, N.A. to Foothills Bank, as well as closing all Town accounts at Wells Fargo Bank, N.A.** (Staff CC; from the May 12, 2020 Study Session)
 - D. Adopt Ordinance No. 20-152, amending the Dewey-Humboldt Code of Ordinances to repeal Section 31.20, Residential Values Advisory Committee, Section 31.23, Clean Town Committee, Section 31.24, Groundwater Resource Advisory Committee, and Section 31.25, Environmental Issue Advisory Committee** (Staff CC; from the May 5, 2020 Regular Council Meeting)

Councilmember Brooks moved to accept the consent agenda items as presented; seconded by Councilmember Hughes. Motion passed on a roll call vote 6-0. CM Brooks – aye; CM Collins – aye; CM Hughes – aye; CM McBrady – absent; CM Wendt – aye; VM Lance – aye; Mayor Nolan – aye.

- 9. Town Manager's Report** Update on Current Events. The Town Council may ask clarifying questions about any item listed on the agenda under Town Manager's Report, or ask that any item listed on the agenda under Town Manager's Report be placed on a future agenda for Council deliberation and action. No legal action will be taken on items listed under Town Manager's Report. From time to time, as authorized by A.R.S. § 38-431.02(K), the Town Manager may present a brief summary of a current event that, due to its timeliness, is not listed on the agenda. In such cases, the Town Council shall not propose, discuss, deliberate or take legal action on the matter.
- A. Town Manager's Report on the purchase of a new truck to replace Town Site Truck #2** (from the May 5, 2020 Regular Meeting)

Mr. Hanks reported that staff picked up the new truck on Friday, May 15; logo decals and safety lights have been ordered; and, the Town is in the process of getting plates.

- B. Town Manager's Report on the 2019 Volunteer of the Year process**

Mr. Hanks noted that the Volunteer of the Year was advertised in February and March; one nomination was received; staff will bring it back for approval and date selection in late June or early July.

- 10. General Business** Discussion and possible legal action may be taken. Agenda language may vary from that in CAARFs for Open Meeting Law purposes.

- A. Presentation, discussion and possible adoption of the Fiscal Year 2020/21 Tentative Budget** (Staff CC)

Councilmember Collins spoke relating to there being no page in the budget for donations; there being two budgets, the COVID-19 budget and the ceiling budget; and, asked about the donations. Pat Walker, Pat Walker Consulting, responded relating to this being the ceiling budget, or tentative budget; the COVID-19 budget having reduced revenues in case revenues are worse than thought; the tentative budget being in the amount of \$5,684,427; a donation for Mayer Area Meals on Wheels ("MAMOW") is not included; and, that the Town only received a donation request from the Dewey-Humboldt Historical Society ("DHHS").

Mayor Nolan asked if Ms. Walker received a copy of his requested items; Ms. Walker confirmed receipt and read the list. The list includes notebook computers for Councilmembers (for which \$5,000 has been put into the COVID reserve); considering funding to develop property exchanged with the school district as a skate park, funding for the Little League, funding for DHHS, funding for the American Legion, reconsidering funding for MAMOW, and adding \$2,000 for the transit system starting up for bus service for the community. She noted that there are transit grants that Council can consider; based on her experience, they require matching funds. At this time, the only item included in the budget is notebook computers for Councilmembers in the COVID reserve; the rest, if Council chooses to do so later in the year, can be moved up from the contingency reserve. Mayor Nolan spoke relating to the transit authority having gotten a grant from CARES Act funding to start transit that will come down to the Town on Wednesdays; it starting slower than anticipated due to the COVID-19 pandemic; supporting DHHS and the American Legion; and, MAMOW bringing meals to members of the community.

Mayor Nolan spoke relating to the Governor having received a large grant for cities over 500,000 residents and

applying to the Governor for funding for lost revenue. Mr. Hanks asked when it was passed that the Governor received funds for revenue shortfalls and noted that he had only heard of reimbursement for direct COVID-19 expenses. Ms. Walker responded that she is working with four communities with the Arizona Department of Emergency and Military Affairs on the funding; and, at this time, the funding is for reimbursement of COVID-19 expenses and not to balance budgets. Mayor Nolan and Mr. Hanks discussed the matter further.

Ms. Walker suggested that Council approve the ceiling budget at tonight's meeting; once it is approved, Council can reduce it or move things around. If Council wants to vote on the items listed, they may do so and then staff could include it from the contingency.

Town Clerk Note: At approximately 7:01 p.m., Mayor Nolan became inaudible and Vice Mayor Lance chaired the meeting.

In response to Councilmember Brooks, Ms. Walker confirmed that after a tentative budget is approved, it can be reduced and things can be moved around, though revenues can't be increased. In response to Councilmember Brooks, Mr. Hanks confirmed that the Blue Hills emergency exit is included in the Highway User Revenue Funds (HURF) budget.

Councilmember Brooks moved to adopt the Fiscal Year 2020/21 tentative budget as presented; seconded by Vice Mayor Lance. Ms. Walker requested that the amount of \$5,684,427 and a public hearing to hear public comments be included in the motion.

Vice Mayor Lance requested that the motion be re-read by the Town Clerk, with the comments by Ms. Walker. Tim Mattix, Town Clerk, re-read the motion as being to adopt the Fiscal Year 2020/21 Tentative Budget in the amount of \$5,684,427, with the public hearing to be held on June 16, 2020.

Councilmember Collins asked about the budget and status of the Clearview design and survey; Mr. Hanks responded that the money was set aside for engineering and design on the intersection if the Arizona Department of Transportation is able to do anything this year. Councilmember Collins spoke relating to not needing a notebook computer and preferring the money instead be spent for MAMOW.

The motion to adopt the tentative budget passed on a roll call vote 4-2. CM Brooks – aye; CM Collins – nay; CM Hughes – aye; CM McBrady – absent; CM Wendt – aye; VM Lance – aye; Mayor Nolan – nay.

There was discussion about Mayor Nolan being muted. Mayor Nolan asked about the Engineering budget, if the Town contracts with an Engineering firm, and why the Town is paying salary and benefits. Mr. Hanks clarified that the salary and benefits are for Jason Berg, Public Works Supervisor; they are included in the Engineering budget. There was further discussion and clarification of the Engineering budget.

B. Review, discussion and possible action relating to allowing or not allowing advertising and public comment in Town Media, including The Dewey-Humboldt Newsletter. Staff is presenting to Council draft Town Council Policy PG TC No. 20-05, which includes various levels of allowing advertising and public comment, for Council review, discussion, modification and possible approval. Also included for discussion and possible action is the topic of posting a listing of all Town businesses on the Town's website, as discussed March 17, 2020. (Staff CC; March 17, 2020 CAARF – Mayor Nolan)

Mr. Hanks noted that staff drafted a policy with options for Council consideration; staff also provided a copy of comments from a Town resident and information from the Town Attorney to Council.

Councilmember Brooks spoke relating to the chance of the Town getting into hot water as the Town will not be able to deny any organization unless it is very carefully worded; and, that she would like to see a separate e-Chamber of Commerce started for businesses to advertise through. She also spoke relating to it being difficult for the Town Newsletter and website to handle the influx of outside advertising.

Councilmember Collins spoke relating to not wanting advertising on the Town website or social media; the need to adopt a policy; having a need to get information out to people in the event of an emergency; the difficulty of addressing advertising by non-profit organizations; and, putting an emergency page on the Town website. She also spoke relating to having an e-Chamber of Commerce; needing a workaround to list services on the website and in the Newsletter; a policy needing to be adopted because it is wide open the way things are currently; and, free speech issues relating to advertising.

Vice Mayor Lance spoke relating to legal issues; other ways to promote businesses, such as having a small licensing fee and highlighting licensed businesses in the Newsletter; and, that this would open up advertising to everyone and is not a good idea for the Town.

Councilmember Hughes moved to not allow advertising or public comment in Town media, including the Newsletter; seconded by Vice Mayor Lance.

Kay Bigelow, Town Attorney, stated that relating to the emergency information, if Council does not want to do it on the website or in Town media, the Town could try to get other groups on fire preparedness, such as Firewise, or a Chamber of Commerce possibly sharing in neighboring communities to help local Town businesses. Going to private entities who don't have the first amendment concerns may be a suggestion to help out. Councilmember Hughes spoke relating to information about laser-shelter.org being put in the anonymous newsletter that goes out.

Councilmember Brooks asked if the Town can continue printing information from Firewise, DHHS, the Library and American Legion. Ms. Bigelow responded that the Library is a Town facility and is not a violation; however, any time some private entities are allowed, and others are excluded, such as DHHS and the American Legion, the Town would be accepting things from one party and not from others and run into a first amendment problem. In response to Councilmember Brooks, Ms. Bigelow stated that it will not be distinguishable on a first amendment basis if the Town donates money to an organization. Mayor Nolan spoke relating to the Town contributing to the American Legion; Ms. Bigelow responded that the American Legion is not a Town entity and donating money to DHHS, Firewise or any of those does not change them from an outside separate entity where the Town can say the Newsletter is closed to everything except Dewey-Humboldt and then put those in; that would be a violation of the policy.

Councilmember Wendt spoke relating to not opening it up and asked if it is possible for an exception for DHHS, Firewise and the American Legion. Ms. Bigelow responded that there is not; the Town could have a policy saying that if the Town is assisting in financing with some sort of donation, an event or the operation, those would be the only ones allowed to advertise; however, the Town's total control is eroded every time somebody is allowed to use it. Ms. Bigelow also spoke relating to it being a way to distinguish who is allowed, but the Town would still be including news, advertisements, or other, from outside entities; all that will happen is that everyone will wonder why the Town doesn't fund them with donations so that they can advertise or get their news in there, at which time it becomes a whole other issue. Councilmember Wendt spoke relating to never stopping anyone from requesting funding and asked if advertising would be allowed if the Town approved donations; Ms. Bigelow responded that the rule would start eroding to where the Town will be accused of picking out only those organizations that agree with the Town and the Town agrees with them, which starts looking like the Town is censoring the message that the Town wants organizations to have. That is the first amendment problem. Councilmember Wendt spoke relating to this and all prior Councils allowing articles from entities and asked why now it is being said that it can't be done. Ms. Bigelow responded that in 2014, the policy was to not allow any advertising or anything; what has happened over time is that advertising has started showing up in the Newsletter, but the official policy was none should be done. She spoke relating to not knowing how that happened; she is telling Council before this, and that former Councilmember Nancy Wright told Council that they had voted against having these types of advertisements; in February, everyone had a copy of the Newsletter when this was being discussed and all sorts of organizations and entities had advertisements in it; and, that she cannot explain why the policy and actual publication were different.

Councilmember Collins spoke relating to it not being a hard and fast policy; having to scrub everything off the Newsletter and website but the Library; not being able to have a workaround for emergency information; and, people first looking at the Town website rather than searching on the internet.

In response to Vice Mayor Lance, Ms. Bigelow said that the Town cannot censor who does advertising businesses or non-profits, or their message, unless the Town allows only commercial speech, which would be that the business is offering something for sale and gave an example of a business offering a 50%-off sale on products containing culturally-insensitive images that would need to be included in the Newsletter, if commercial speech is allowed. Vice Mayor Lance asked if the Town could have a highlighting corner without being against the First Amendment. Ms. Bigelow responded that as long as all businesses are accepted and the blurb that they provide is published without censorship, the Town is fine; however, the Town will need to accept each and every one of their names. The Town could tell them what is wanted in the blurb and the business would provide it and gave an example of a medical marijuana place with a message of having the good weed, the Town would need to accept it. Vice Mayor Lance asked if it would be allowed for a Town reporter to do a spotlight on a business without going and interviewing anybody; Ms. Bigelow responded that a staff member could do that, and suggested that if it is done, all sorts of businesses be done, with the businesses selected randomly. Vice Mayor Lance spoke relating to possibly having a peddlers and business license, giving the Town a list of all businesses licensed through the Town, and asked if the Town could then spotlight them. Ms. Bigelow responded that staff could do a news article about them. Vice Mayor Lance spoke relating to this being a way to get business names out without violating the first amendment; Ms. Bigelow confirmed that as long as the Town is even-handed and suggested a random way of choosing them. Vice Mayor Lance spoke relating to finding a way to adjoin non-profits to the Town in order to spotlight them; Ms. Bigelow confirmed that could be done.

Mike Donovan spoke relating to the definition of advertisement saying that it is a notice or announcement in a public medium promoting a product, service or event, or publicizing a job vacancy; the line between information and advertisement; and asked how information not meeting the definition of an advertisement can be wrong. Ms. Bigelow responded that the term advertising is being used more generically and includes issues such as an organization including an order form; once the Town starts down the road of accepting information, the Town can no longer say it won't take a certain business or type of business and spoke relating to First Amendment rights.

Mayor Nolan asked if would have to be a valid business in the Town before it could advertise; Ms. Bigelow confirmed that it could be done, but eventually there will be a business or type of business that the Town disagrees with and would have to accept it.

Councilmember Wendt asked if the same would apply to Facebook; Ms. Bigelow confirmed that it applies to all Town media, including the Town's Facebook page. In response to Councilmember Wendt, Ms. Bigelow confirmed that staff can prepare a news article as it is not the organization asking for it.

Councilmember Collins asked if the Council can write an article for the Newsletter; Ms. Bigelow responded that while she's not sure, it may be ok as long as it is the same type of news article and that it doesn't endorse the organization's message.

Vice Mayor Lance asked about a staff member going into and asking questions of a business, with no quotes or inputs other than answers, which would then be compiled by staff and included as a spotlight in the Newsletter. Ms. Bigelow responded that is more informational and what's missing is allowing the business to directly insert a message in the newsletter. Vice Mayor Lance spoke relating to non-profits being able to do the same type thing; Ms. Bigelow confirmed that informational articles would be ok.

Councilmember Collins asked about a template that would be safe to use. Councilmembers Collins, Hughes and Wendt and Vice Mayor Lance discussed possible ways to have an emergency information page. Councilmember Wendt suggested using the Town's constant contact email, which has hundreds of recipients.

The motion to not allow advertising or public comment passed on a roll call vote 5-1. CM Brooks – aye; CM Collins – aye; CM Hughes – aye; CM McBrady – absent; CM Wendt – aye; VM Lance – aye; Mayor Nolan – nay.

C. Discussion and possible action to direct staff to post and publicize a link and information about www.laser-shelter.org, a 501(C)(3) organization whose mission is to provide safe shelter for barn animals during evacuations in Yavapai County and to provide information for emergency preparedness (CAARF – Councilmember Collins)

Councilmember Collins spoke relating to the Town not supplying information services; and, that in prepping for an emergency, people go to the Town's website to get direction as to what they can do in an emergency.

Mayor Nolan spoke relating to County emergency management directing people with livestock to a place where the livestock can be safe. Councilmember Collins responded relating to her experience during the Goodwin Fire, when poultry and turkeys were not accepted, and not knowing where to put them.

Councilmember Wendt spoke relating to using the Nextdoor app to relay information; Firewise putting a link on their website; having seen in *The Daily Courier* that poultry and chickens were being taken; and, suggested that something be printed and put on the community bulletin boards. Ms. Bigelow stated that if it is only supposed to be Town literature it wouldn't work. Councilmember Wendt spoke relating to using the constant contact email system.

Councilmember Brooks spoke relating to the Laser Shelter barn animal shelter being established after the Goodwin Fire, when it was realized that there was an overwhelming need.

Vice Mayor Lance spoke relating to the Town opening a Zoom link in an emergency to give people immediate notice; and, Town staff printing and giving information to the Sheriff's Office or to hand out at convenience stores with emergency information.

Mayor Nolan spoke relating to this being taken care of by the County Emergency Management; the County will tell people where to go and what and how to do; and, no one going to the Town's website when trying to evacuate.

D. Discussion and possible action to take from the table the provisions of the draft ordinances establishing business licenses and peddlers' licenses. Note: At the October 1, 2019 Regular Meeting, Council voted to table this item and go back to it in a year. (CAARF – Councilmember Brooks)

Councilmember Brooks spoke relating to, after hearing Ms. Walker's budget presentation, feeling the Council should re-examine the licenses; and, after reading past minutes, not being sure on the licenses.

Staff clarified that this item is to remove the item from the table; a motion and vote is necessary before discussing it. Mayor Nolan noted that only Councilmembers present and voting at the meeting at which it was tabled could vote to withdraw it from the table. In response to Mayor Nolan, Mr. Mattix clarified that Councilmembers Brooks, Collins, Hughes and Wendt were present and voted to table the item.

Councilmember Brooks moved to remove the issue from the table and bring back for more discussion; seconded by Councilmember Collins. Motion failed on a roll call vote 2-2. CM Brooks – aye; CM Collins – aye; CM Hughes – nay; CM Wendt – nay.

E. If removed from the table by Council, discussion and possible direction to the Town Attorney on the provisions of the draft ordinances establishing business licenses and peddlers' licenses (Staff CC from the October 1, 2019 Council Meeting)

No discussion or action due to the outcome of agenda item 10.D.

F. Discussion and possible action relating to the potential donation of the \$20,000 FY 2019/20 Town Budget line item for Firewise (account 10-465-5100) to Dewey-Humboldt Firewise (CAARF – Councilmember Wendt; from the May 12, 2020 Study Session)

Councilmember Wendt spoke relating to everyone being in receipt of additional information distributed today; difficulties in June, 2019, when Firewise was not ready to take on the responsibilities and liabilities to complete the abatement grants; Firewise obtaining the 501(c)(3) status; the agreement with the Prescott Area Wildland Urban Interface Commission (“PAWUIC”); and, Firewise needing money to assist Town residents in grant funding. She noted that she requested funding that was set aside for Firewise in the Fiscal Year 2019/20 budget.

In response to Councilmember Collins, Mr. Hanks clarified that it is for the current year's budget ending in July, not next year's budget. Councilmember Collins spoke relating to the fire break going into the Blue Hills.

In response to Vice Mayor Lance, Councilmember Wendt stated that she is not a member of Firewise. Vice Mayor Lance asked Firewise representatives when they became a 501(c)(3) and how much fundraising they have done. Debbie Miller, Firewise, responded that Firewise has been a 501(c)(3) since the first or second week of March; to date, Firewise has not done fundraising, but does have plans for it; and, Firewise has opened an account with Amazon Smile and will have a donation button on their Facebook page.

Vice Mayor Lance spoke relating to the motion from June, 2019, being to absorb Firewise, not to set aside \$20,000 for Firewise specifically; the \$20,000 being for staff to work on meeting the FEMA requirements; and, the Firewise request for funding in 2019. She also spoke relating to Firewise pursuing and obtaining the 501(C)(3) as Dewey-Humboldt Firewise (“Firewise”) and now looking for funding from the Town. In response to Vice Mayor Lance, Ms. Miller stated that Firewise would consider it a donation, similar to other agencies and Mr. Hanks confirmed that outstanding funds for PAWUIC grants at any one time are approximately \$7,200. Vice Mayor Lance asked if Firewise has plans to expand to other cities or expanding into Prescott Valley; Ms. Miller responded that Firewise has not discussed it and that most Firewise communities in Yavapai County are funded by homeowner associations. Vice Mayor Lance and Ms. Miller discussed it further.

Vice Mayor Lance asked where Firewise came up with the \$20,000 request; Ms. Miller responded that her understanding was that the \$20,000 was still sitting there. Vice Mayor Lance and Ms. Miller discussed the budget; Mr. Hanks stated that \$20,000 is currently listed in the account, though there will be a line item transfer covering budgetary overages. Vice Mayor Lance spoke relating to Firewise not needing \$20,000 at any one time; the purpose of the \$20,000 was because the Town Manager stated that was how much had been spent and would be put towards Town staff funds for Firewise; and, discussed staff work on Firewise mitigations. Mr. Hanks noted that the Town has not taken out of that line item; rather than doing the transfer on a weekly basis, staff will do a line item transfer. Vice Mayor Lance asked how much of the \$20,000 would have been used due to Town staff hours spent on Firewise activities; Mr. Hanks stated it would be approximately \$8,000. Vice Mayor Lance spoke relating to the budget being for PAWUIC grants at that time, for payroll spent on Firewise, and for keeping up FEMA requirements.

Councilmember Wendt spoke relating to the October 8, 2019 Study Session minutes and Council comments relating to the 501(c)(3) being beneficial and giving Firewise autonomy; Firewise not doing fundraising in March due to COVID-19; there being an upcoming grant for one citizen in the amount of \$13,300; and, Firewise not having that kind of money. She spoke relating to the grant process; the funding needing to be enough to fund a larger amount; the Forest Service increasing the grant amount to \$1,900 for each grant; and, that some grants will be substantial. She spoke relating to the Town being eliminated of liability in the future when Firewise becomes independent; and, staff no longer being involved. She spoke relating to the Town's liability prior to Firewise becoming a 501(c)(3); the cost of insurance; Firewise asking for the donation to be applied only and

strictly for grant money for the Town's citizens; and, that Firewise can't certify communities outside of the Town.

Councilmember Brooks spoke relating to the reason for her October 8, 2019 comments being due to the Town paying the Firewise attorney in full for the 501(c)(3); the June 25, 2019 minutes reflect that five of seven Firewise board members retracted the request for funding and would dissolve and work under the Town; and, the \$20,000 budget allocation including cleaning the right-of-way for FEMA and to help with cleanup days.

In response to Councilmember Collins, Mr. Hanks noted that Mickey Moore, Town Accountant, estimated between \$4,000 and \$8,000 would be transferred out, leaving between \$12,000 and \$16,000. Councilmember Collins spoke relating to the Town cleanup days, which helps fireproof the Town; the Town previously doing mobile wood chipping and the feasibility of doing it again; and, asked what the Town pays for cleanup days. Mr. Hanks responded that the last cleanup days event cost just under \$10,000; the mobile chipping was worked in as an extra cleanup day, part of which was done with the help of volunteers.

Vice Mayor Lance asked if the money for the Firewise attorney and for the Town Attorney's work was included in the \$20,000 and spoke relating to the purpose of the \$20,000; and, asked Councilmember Hughes if any of his properties are included in the new Firewise grants and if they are more inclusive to all of the Town. Councilmember Hughes responded that Firewise has added new properties.

Councilmember Hughes asked if the money is donated to Firewise, the Town's work and involvement, such as with PAWUIC grants, would be eliminated and spoke relating to not needing to budget \$40,000 to \$60,000 yearly for the grants; and, suggested Council come up with a number between \$12,000 and \$15,000 to donate to Firewise, and keep the rest of the money for the Town's staff, eliminating the Town's involvement.

Councilmember Hughes moved to give them [Firewise] \$15,000 and to eliminate the Town from Town staffing and to let Firewise carry on and that it would be a donation from the Town to show Town support into Firewise and to let them carry on; seconded by Councilmember Wendt.

Ms. Miller spoke relating to Firewise having brought over \$442,500 into the Town, including water tanks, abatements and 911 signs; the volunteer hours from last year into this year being valued at approximately \$192,000; and, being grateful for the Town's support. She also spoke relating to having concerns that not all Council understand Firewise; and, encouraged Council to attend Firewise meetings and read the virtual information provided by Firewise.

Councilmember Hughes amended his motion to \$12,000 to Firewise. Councilmember Wendt reiterated her second of the motion.

Vice Mayor Lance asked about the Firewise endowment fund. Councilmember Wendt responded that the fund was through the Arizona Community Foundation ("ACF"); the funds have been released; what is above the sign grant amount will be used for administrative costs for fundraising after the COVID-19 pandemic; and, Firewise not yet knowing the cost for liability insurance. Ronnie Donovan, Dewey-Humboldt Firewise, responded that the last statement from ACF indicated the end balance is \$2,797.51; Firewise has received from ACF a \$10,000 check for closing out the account; and, Firewise is hoping to close the account by the end of this month. She also responded that Firewise is intending to spend all of the money on Firewise for the Town and will need operational funds for things such as liability insurance; Firewise is intending to continue funding whatever they can from their own resources; and, anything received from the signs will go back to the fund for signs. Vice Mayor Lance asked what is in the fund at this time. Ms. Donovan responded that the final balance is \$12,927.29. Vice Mayor Lance and Councilmember Wendt discussed the background of the endowment fund.

Councilmember Brooks spoke relating to Council having recently approved an agreement with PAWUIC to administer grant funds through the end of 2021. Mr. Hanks responded that Firewise has indicated they would take over the PAWUIC grants and that the Town would need to set up an accountability contract with Firewise that the funds would be used on a rotating basis to fund the PAWUIC grants. Councilmember Hughes spoke relating to relinquishing the Town's responsibility so that Firewise can do it on their own. Councilmember Wendt spoke relating to the request being for grant funding beyond the current PAWUIC agreement; the money would be applied for future grants beyond that. Councilmember Brooks clarified that the Town would still be tied up through the end of 2021 for the PAWUIC grants. Councilmember Wendt spoke relating to the grants being included in the Town's grant budget; and, the abatement grants always being replenished as PAWUIC submits the money to the Town. Councilmember Brooks spoke relating to a six-month lag time for reimbursement; Mr. Hanks responded that the lag time is between 60 and 75 days; and, that the PAWUIC grants come out of the miscellaneous grants expenditure item and the reimbursement comes into the miscellaneous grants income item. Councilmembers discussed this further.

Ms. Miller clarified that Firewise can take over the current grants for the 35 acres. Councilmember Wendt noted

that Firewise will need to go back to PAWUIC on it; Ms. Miller confirmed.

In response to Vice Mayor Lance, Ron Miller, Dewey-Humboldt Firewise, stated that there is \$56,000 left for the 35 acres and Mr. Hanks clarified that the \$56,000 would not go out all at once.

Vice Mayor Lance moved to include the accountability clause that the \$12,000 would release the Town from any liability for reimbursements. Councilmember Hughes clarified that his motion said that.

Leigh Cluff spoke and asked if the Town needs to talk to PAWUIC first to make sure PAWUIC agrees. Mr. Hanks confirmed that the Town will need to talk to PAWUIC; part of the accountability contract would state them taking over the PAWUIC grants for the 35 acres; and, that it would be spelled out in the accountability contract that the money would not transfer until it was all agreed upon.

Councilmember Hughes called the question. The motion to call the question passed on a roll call vote 5-1. CM Brooks – aye; CM Collins – aye; CM Hughes – aye; CM McBrady – absent; CM Wendt – aye; VM Lance – nay; Mayor Nolan – aye.

Councilmember Hughes clarified that the motion to give Firewise \$12,000 could include a provision stating that everything would be agreed upon in an accountability contract with PAWUIC's blessing. The motion passed on a roll call vote 6-0. CM Brooks – aye; CM Collins – aye; CM Hughes – aye; CM McBrady – absent; CM Wendt – aye; VM Lance – aye; Mayor Nolan – aye.

G. Discussion and possible action relating to altering the dais in the Council Chambers to address recommendations from the Centers for Disease Control (CDC) to enable in-person public meetings to better accommodate citizen participation (CAARF – Councilmember Collins)

Councilmember Collins introduced the item as follows: this being to alter the dais to use it again; the only thing keeping Council from going back to in-person meetings is to put plexiglass in between Councilmembers; it would allow people to be present.

Mayor Nolan spoke relating to cases still being identified in the community; not doing anything until the end of June; there being no way to separate the Council on the dais so that they have the six-foot recommended space; cases in the County growing; and, the cost of the plexiglass.

Vice Mayor Lance spoke relating to it being an expense; other Towns using plexiglass and curtains as dividers; and, the size of the Chambers not allowing many members of the public to attend because of social distancing.

Leigh Cluff spoke and asked about getting a cost for altering the dais; at the last meeting, Mayor Nolan being within a foot of the Town Manager but saying he is concerned about social distancing; Mayor Nolan being in the Town Office; community members not minding taking turns if only four or five could be in the Chambers; and, being in support of opening the Chambers back up.

Councilmember Wendt spoke relating to it being too soon to open; with partitions, it still being too close for Councilmembers; COVID-19 still spreading; participation on Zoom meetings being good; and, remaining on Zoom meetings until it is safe to open up to the public and it being safe to be in the Chambers.

Councilmember Brooks spoke relating to supporting reopening; Prescott and Yavapai County opening; anybody concerned can wear a face mask and eye protection; having sanitary hand wipes and sanitizing wipes to clean areas; and, CAFMA and other meetings doing social distancing by placing chairs six feet apart. She also spoke relating to people with compromised immune systems writing letters on any topics that they want to comment on and viewing meetings on Granicus; and, a Councilmember with a compromised immune system not being on the last two Zoom meetings.

Councilmember Collins spoke relating to using COVID-19 to exclude public participation; Mayor Nolan's time at Town Hall; Town Hall offices shutting down if staff is infected; people indicating that changes like business licenses will result in referenda; and, people indicating that they are very unhappy with the situation.

Vice Mayor Lance spoke relating to the YRMC West Council of Electors meeting in person and following social distancing and using personal protective equipment; opening back up but allowing Councilmembers to continue to participate by Zoom or telephone; and, asked the cost for plexiglass and personal protective equipment. Mr. Hanks estimated the cost being approximately \$100 per divider and additional costs for plexiglass across the front of the dais. Vice Mayor Lance spoke relating to needing to supply personal protective equipment if in-person meetings resume and requested a rough estimate of how much has been paid for Town staff. Mr. Hanks responded that it has been approximately \$120 for masks, sanitizer and wipes in the last month.

Councilmember Wendt spoke relating to the Council Chambers that are opened in other jurisdictions being large;

the Town's Chambers being small; believing that COVID-19 is a dangerous situation; and, Mayor Nolan having business at Town Hall. She also spoke relating to the dais being a confined space; the Town being responsible to provide face masks; Governor Ducey saying there shouldn't be more than 10 people, and there being seven on the Council; and, that people who know how much time the Mayor spends at Town Hall are spending too much time at Town Hall stalking him.

Councilmember Collins spoke relating to health issues that make her vulnerable to COVID-19 but feeling safe; having talked to her doctor about it; Mayor Nolan having exposed Town staff at the last Council Meeting; losing people who want to be involved in Town government; hearing negative things from a lot of people who are not able to participate on a computer; and, having a group of people who are excluded from Town government.

Councilmember Collins moved to alter the dais so that there can be public involvement; seconded by Councilmember Brooks. Councilmember Collins also spoke relating to people waiting outside for their turn to come in to speak and the General Plan Update being impossible because of people being excluded by the meetings being on the computer.

Mayor Nolan spoke relating to having more people on Zoom than there were in the Council Chambers unless there was a property rights issue; the Yavapai County Board of Supervisors having their meetings on Zoom for 60 more days; Prescott, Chino Valley and Prescott Valley having a bigger dais; seven Councilmembers plus staff and the Town Attorney is 10 people for the Chambers; and, his health issues that are influences.

Ms. Bigelow spoke relating to legal considerations when switching to a different form of meeting; an issue being sequestering the public outside of the building; not having people in the room being able to indicate that they want to talk about an issue violating the rule of accepting public comment; a product like Zoom meeting the needs of what the local law requires as it allows the public to indicate that they want to speak, not just furnishing comments ahead of time; and, any kind of plan that would exclude people out of the room will have a legal problem for Council to properly consider matters. Councilmember Collins spoke relating to people having waited outside in the past to talk about controversial issues and asked if it was against the policy; Ms. Bigelow responded that the requirement to allow public comment on every issue went into effect since she became Town Attorney.

Vice Mayor Lance spoke relating to appreciating health concerns; and, asked if there is a Town ordinance or rule that any of the Council must go through the Town Manager to speak to staff. Ms. Bigelow noted that this discussion can't be included under the parameters of the agenda item.

Vice Mayor Lance moved to ask staff to check into what exactly it would cost to put up a parameter safe enough for resuming meetings; seconded by Councilmember Collins.

Nancy Wright spoke relating to not being immune compromised; not using a mask when she goes out; a lot of people griping and complaining about what happens with the Council not coming to Council Meetings; if insisting on having people back in person, also using Zoom so people who don't feel comfortable can use it; and, Zoom being the best course until people feel comfortable going out.

Councilmember Wendt spoke relating to people who want to complain; there was discussion among the Council about being off topic. Councilmember Wendt spoke relating to citizens who have an issue jotting down what the issue is and drop it off at Town Hall and ask that it be read at the meeting.

The motion to ask staff to check into the cost to put up a parameter safe enough for resuming meetings passed on a roll call vote 3-2. CM Brooks – aye; CM Collins – aye; CM Hughes – absent; CM McBrady – absent; CM Wendt – nay; VM Lance – aye; Mayor Nolan – nay.

Town Clerk Note: At an unknown time, Councilmember Hughes became disconnected from the meeting and was absent for the vote. Councilmember Hughes subsequently rejoined the meeting and was present for the next vote.

Councilmember Brooks spoke relating to, due to the aisleway and the table, plexiglass not being needed in front of Council. Vice Mayor Lance spoke relating to still voting on the first motion; Mayor Nolan spoke relating to that motion being similar to the first. There was Council discussion on the differences between the two motions.

Vice Mayor Lance called the question; Mayor Nolan called for a voice vote. There was various Council discussion, including about waiting while Councilmember Hughes rejoined the meeting.

The motion to alter the dais so that there can be public involvement failed on a roll call vote 3-3. CM Brooks – aye; CM Collins – aye; CM Hughes – nay; CM McBrady – absent; CM Wendt – nay; VM Lance – aye; Mayor Nolan – nay.

11. Consideration of additional Special Session(s) Whether to hold and, if so, set the date

Councilmembers did not schedule a Special Meeting.

12. Adjourn The meeting adjourned at 9:45 p.m.

Terry Nolan, Mayor

ATTEST: _____
Timothy A. Mattix, Town Clerk

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
REGULAR COUNCIL MEETING MINUTES
JUNE 16, 2020, 6:30 P.M.**

A REGULAR COUNCIL MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, JUNE 16, 2020, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. THE MEETING WAS HELD VIA ZOOM VIDEO/TELECONFERENCE. MAYOR TERRY NOLAN PRESIDED.

1. **Call To Order** The meeting began at 6:34 p.m.
3. **Pledge of Allegiance** Audience Member Darrell Wyatt led the Pledge.
4. **Invocation** Given by Vice Mayor Lance.

Mayor Nolan noted that everyone is muted and gave an overview for participants to raise their hand in the Zoom meeting.

2. **Roll Call** Town Councilmembers Karen Brooks, Lynn Collins, John Hughes, Mark McBrady, Victoria Wendt, Vice Mayor Amy Lance and Mayor Terry Nolan were present. **Town Clerk Note** (as required by Public Body Rules of Policies and Procedures PG No. TC12-01): Town staff implemented and tested Zoom Video Communications – Pro prior to the first Council Meeting at which Zoom was utilized. Permissions in Zoom prevented the use of a chat feature, to ensure that members could not communicate except for verbally to all members. The first page of the agenda included instructions for public participation via video or calling in to the meeting; members of the public were also able to submit comments via email to the Town Clerk to be read at the meeting. After the meeting, Town staff downloaded the meeting video from Zoom. Additionally, Town staff attended the meeting in the Council Chambers and utilized the video recording system; the video recording system recorded all audio from the Council discussions and actions, and video of staff.
5. **Announcements regarding Town 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. Pursuant to the Arizona Open Meeting Law, the Town Council may present a brief summary of current events; however, the Council may not discuss, deliberate, or take legal action on any matter in the summary.

A. Council announcements about outside meetings and committees

Councilmember Brooks attended the Yavapai County Co Operators meeting today. Notes include: 388 COVID-19 cases in Yavapai County; over 15,000 tests; seven deaths and 207 recoveries; testing has been done in seven skilled nursing facilities and the state is coming up to do more; and, concerns about Maricopa County's numbers as people come up to Yavapai County due to the heat. Notes also include: the southern border in Arizona is the highest risk; the Emergency Operations Center ("EOC") is at level 2 preparedness for COVID-19 and wildfire; the EOC is preparing for early and often due to the dry fuel; southern Arizona is in extreme fire danger; and, the Brush Fire is the largest fire in the nation. Notes also include: the schools have not completed reopening plans; visitor restrictions will remain in place at the Yavapai Regional Medical Center ("YRMC") and at the Veterans Affairs Hospital ("VA"); Yavapai College is fully online for this summer and summer enrollment is up 30%; and, there is still \$123 million still available for the Paycheck Protection Program.

Councilmember Wendt reported that, as past volunteer and Director of Dewey-Humboldt Firewise, she gave a half-hour interview to the Urban Land Institute ("ULI") on wildfire resistance and her role in establishing the Firewise program. She provided background information about ULI; wildfire resilience is a key 2020 topic for ULI and their Urban Resilience Program; and, ULI will be publishing their report on wildfire resilience late this summer.

Mayor Nolan attended several online meetings relating to COVID-19 and other issues; he noted that there is a problem in getting money from the state for roads and it is not known if they will release any money. He spoke relating to the Legislature having shut down without passing anything about roads or a gas tax; the importance of getting money and the state's support; the Rural Transportation Advocacy Council ("RTAC") has sent a lot of letters to the legislature. He also noted that he is handing out food boxes on Thursday.

6. **Public Comment on Non-agendized items** 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. According to the Arizona Open Meeting Law, Councilmembers 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, Councilmembers are forbidden from discussing or taking legal action on matters raised during Public Comment unless the matters are properly noticed for discussion and legal action. A **3 minute** per speaker limit shall be imposed. Everyone is asked to please be courteous and silent while others are speaking.

Vice Mayor Lance welcomed the gas station and Minute Mart to the Town.

Leigh Cluff spoke relating to being accused of playing games when she was not touching her computer; thanked Town staff for helping her get signed on and find the raise hand feature; and, on the June 2, 2020, Zoom meeting, at 1:19:40 in the video where an expletive was said, the meeting screen showed Mayor Nolan for six seconds.

Frank Davidson spoke relating to having filed a complaint some time ago and wanting to know the disposition on the complaint. Mayor Nolan responded that he could ask the Town Manager now; Mr. Davidson spoke relating to having given the complaint to the Community Enhancement Coordinator. Mayor Nolan asked Ed Hanks, Town Manager, for comment; Mr. Hanks requested to know which complaint it was. As the item is not on tonight's agenda for discussion, Mr. Hanks requested Mr. Davidson call him on June 17, 2020; Mr. Davidson confirmed.

- 7. Consent Agenda** All those items listed below are considered to be routine and may be enacted by one motion. Any Councilmember may request to remove an item from the Consent Agenda to be considered and discussed separately.

A. Approval of Minutes of May 5, 2020 Regular Meeting

Councilmember Brooks moved to approve the consent agenda item as presented; seconded by Councilmember Hughes. Motion passed on a roll call vote 7-0. CM Brooks – aye; CM Collins – aye; CM Hughes – aye; CM McBrady – aye; CM Wendt – aye; VM Lance – aye; Mayor Nolan – aye.

- 8. Town Manager's Report** Update on Current Events. The Town Council may ask clarifying questions about any item listed on the agenda under Town Manager's Report, or ask that any item listed on the agenda under Town Manager's Report be placed on a future agenda for Council deliberation and action. No legal action will be taken on items listed under Town Manager's Report. From time to time, as authorized by A.R.S. § 38-431.02(K), the Town Manager may present a brief summary of a current event that, due to its timeliness, is not listed on the agenda. In such cases, the Town Council shall not propose, discuss, deliberate or take legal action on the matter.

A. Town Manager's Report on the federal CARES Act funding and distribution requirements through the State of Arizona, including steps taken since the June 2 report and additional information received

Mr. Hanks reported that he has completed the required registration course; reimbursement requests must be tied either to public safety or public health costs; and, staff is looking into the Yavapai County Sheriff's Office ("Sheriff") payroll. The reimbursement will go into the General Fund and can be used in other areas; Mr. Hanks is coordinating the request with the Sheriff to ensure that the Town and Sheriff are not double-dipping.

B. Town Manager's Report on the implementation of Town Council Policy PG TC 20-05 Advertising and Public Comment in Town media, and of the distribution to Council of printed copies of all current Town Council policies

Mr. Hanks reported that staff is updating the Town's website according to the policy and notifying those who are normally in the Newsletter; the July Newsletter is the first one since the policy went into effect; and, in response to the policy, staff is reducing the number of Constant Contact emails. As there have been a number of changes to the Town Council policies, staff has printed and provided copies of current policies to Council.

Mayor Nolan asked how much the Town is applying for; Mr. Hanks responded that he is working with the Sheriff to determine the amount based on their payroll and what they did not apply for. In response to Mayor Nolan, Mr. Hanks stated that the topic of using the money for employees can be addressed later on tonight's agenda.

- 9. General Business** Discussion and possible legal action may be taken. Agenda language may vary from that in CAARFs for Open Meeting Law purposes.

A. Discussion and possible action to approve the Accountability Contract with Dewey-Humboldt Firewise for Fiscal Year 2019/20 budget funding in the amount of \$12,000 (Staff CC)

Mr. Hanks noted that on May 19, 2020, Council voted to donate \$12,000 to Firewise and eliminate Town support; discussion ensued that the money was to be used to frontload the Prescott Area Wildland Urban Interface Commission ("PAWUIC") grants, with Firewise being reimbursed by PAWUIC. Staff worked with the Town Attorney and met with Firewise to draft an accountability contract; staff is trying to get this done before going into next year's budget as the funds are budgeted this year.

Councilmember Wendt spoke relating to Council's discussion being about a donation, not a loan, to Firewise; the accountability contract being overreaching and keeping the Town's thumb on Firewise; Firewise trying to establish anonymity; and, the Town giving donations to Meals on Wheels, the Dewey-Humboldt Historical Society ("DHHS") and the Little League, who come in once or twice a year to report. She also spoke relating to her recommendation to Firewise, including: to not accept the contract; have the Town continue on with the current grant; Firewise take over with the 2020 grants; and, Firewise starting to fundraise and apply for grant money.

In response to Vice Mayor Lance, Mr. Hanks noted that Kay Bigelow, Town Attorney, is present and can answer questions as to why it is classified as a loan. Vice Mayor Lance spoke relating to Firewise being separate from the Town; and, DHHS coming in once or twice a year but not asking for staff time and the Town Attorney.

Councilmember Hughes spoke relating to Council's discussion and approval being to donate the \$12,000 to Firewise to rid the Town of it; it not having been mentioned that it would be a loan; Firewise initially requesting \$20,000 and Council taking out the Town's fees, reducing it to \$12,000; and, that as long as PAWUIC was in agreement, it would be fine.

Ms. Bigelow spoke relating to this being different than other contracts because PAWUIC repays every dollar back; and, the terms that Council agreed to being that it was money to participate in PAWUIC-type agreements, not to spend money on administrative costs or other things. She also spoke relating to Council having approved for Firewise to pay the vendors, and then get repaid; if PAWUIC decides to no longer do the grants, Firewise has \$12,000 of taxpayer dollars with no authorization to spend it and no way to do what Council told them it was restricted for; and, that Council tied it to participating in the grants. The \$12,000 never really disappears from Firewise's bank account except temporarily while PAWUIC is paying them; at any time in between the term of the contract, if Firewise gets another contract with PAWUIC, they can continue to do that by coming back to the Town and saying that they have another contract. She requested Council tell her what they want.

Vice Mayor Lance asked Councilmember Hughes if his motion at the last meeting was a one-time breakaway donation to Firewise; Councilmember Hughes confirmed that is what he thought it was and spoke relating to how it came to \$12,000. Vice Mayor Lance spoke relating to Firewise having decided in 2019 that they didn't want anything from the Town and were going to be absorbed into the Town; and, the motion originally made was to absorb Firewise back in to the Town, with the budget being for Town staff to do any required work.

Ms. Bigelow stated that if Council's direction is to not tie it to Firewise taking over the PAWUIC agreement, she can write the agreement to it being available to use for anything.

Vice Mayor Lance spoke relating to being muted and having the floor and asked if Firewise would be responsible for the rest of the PAWUIC grants and then be able to use the money for what they want if they agree to take over everything. Ms. Bigelow responded relating to Firewise always having the \$12,000 if they spend it on PAWUIC grants, because they will be reimbursed; based on tonight's discussion, the Town is giving them an unrestricted \$12,000. Councilmember Hughes spoke relating to the motion having been to give Firewise a \$12,000 donation; at the time of the motion, there was a separate discussion about the PAWUIC grants; Debbie Miller, Firewise, having said that they would be able to do the PAWUIC grant on their own; and, that his proposal was to let them have the \$12,000 donation, rid the Town of the staffing and eliminate the problem that is being had now. Vice Mayor Lance and Councilmember Hughes discussed the purpose of the original motion further.

Councilmember Brooks spoke relating to PAWUIC being agreeable with Firewise taking it over; Ms. Miller having indicated that PAWUIC is agreeable; and, asked if the Town received confirmation from PAWUIC. Ms. Bigelow responded that staff spoke with PAWUIC, who indicated that the Town should terminate the existing PAWUIC agreement, and then PAWUIC would sign up Firewise in place of the Town.

Councilmember Wendt spoke relating to Firewise having done most of the administrative work, while the Town double-checked the figures and paperwork, and processed the payment; and, Council having made the motion to give the \$12,000 to Firewise to support them.

Vice Mayor Lance spoke relating to the \$12,000 being a donation to be free and clear of any Town responsibility to Firewise; Firewise having agreed to take over PAWUIC grants and the Town not having anything to do with them. Ms. Bigelow confirmed. Vice Mayor Lance spoke relating to the Town having no responsibility to Firewise; the Town having separate responsibilities; Firewise being a separate entity; and, this being a one-time donation.

Councilmember Wendt moved that \$12,000 be donated to the Dewey-Humboldt Firewise Board and Committee to be used at their discretion; seconded by Councilmember Hughes.

Vice Mayor Lance asked if the accountability contract will still be worked on to cut all ties so that Firewise is separate from the Town; Ms. Bigelow responded that there will be a provision that the Town will get out of the responsibility of the PAWUIC agreement. Ms. Bigelow also spoke relating to not hearing what public benefit Firewise will have to provide and confirmed that Council's intent is for Firewise to get the money and use at their discretion. In response to Vice Mayor Lance, Ms. Bigelow confirmed that the Town will no longer do the work.

Councilmember Collins asked what happens to the money if Firewise loses their certification; and spoke relating to Firewise trying to get points for certification; remembering discussion about it being for PAWUIC; and, the Town's ability to claw it back if Firewise loses their certification.

Judy Kerber spoke relating to the April 14, 2020 Council Meeting minutes indicating the PAWUIC agreement was approved by Council and read portions of the minutes of the discussion between Council and staff.

Councilmember Wendt requested comments from Ms. Miller. Ms. Miller spoke relating to Firewise not fooling around with the funds and their appreciation of the donation; having expanded the Firewise community and it not going away; the amount of work from the Firewise volunteers; and, the donation being in a fund that will specifically be used for grants.

Leigh Cluff spoke relating to thanking Firewise for what they've done; asked if Firewise will still be having meetings and the Town paying staff to be present if the Town cuts all ties; spoke of knowing of three places that volunteer their business for groups like Firewise; and asked if that financial part will be taken into consideration. Mayor Nolan spoke relating to it being taken care of and Firewise no longer using Town Hall.

Vice Mayor Lance spoke relating to Ms. Miller living in Prescott Valley and asked how Firewise is looking to expand; Ms. Miller responded that the expansion will be in Dewey-Humboldt. Councilmember Wendt raised a point of order due to being off-topic. Ms. Miller stated that it will not be used outside of the Town and spoke relating to concerns about HOA Firewise communities in Prescott Valley. Ms. Bigelow stated that the discussion is off topic.

The motion by Councilmember Wendt to donate the \$12,000 to Dewey-Humboldt Firewise passed on a roll call vote 4-3. CM Brooks – aye; CM Collins – nay; CM Hughes – aye; CM McBrady – nay; CM Wendt – aye; VM Lance – nay; Mayor Nolan – aye.

B. Discussion and possible action to adopt Resolution No. 20-146, designating the Town Manager as Applicant Agent and Town Clerk as Alternate Point of Contact for the Hazard Mitigation Program with respect to the coronavirus (COVID-19) pandemic. (Staff CC)

Mr. Hanks stated that there is a CARES Act funding requirement for Council approval of a point of contact.

Councilmember Brooks moved to adopt Resolution No. 20-146 designating the Town Manager as the applicant agent and the Town Clerk as the Town's alternate point of contact for the hazardous mitigation program; seconded by Councilmember Hughes.

Councilmember Collins requested clarification on what the funds will be used for; Mr. Hanks clarified that this is for the CARES Act funding and that it would be for the Sheriff's costs. Mr. Hanks stated that the public health portion would be for healthcare providers, such as ambulance service.

In response to Vice Mayor Lance, Mr. Hanks stated that he is the single point of contact. Vice Mayor Lance asked if staff is taking precautions like having staff tested periodically and if it could be included in the reimbursement. Mr. Hanks stated that there is not currently periodic testing and that he will research if it can be reimbursed.

The motion passed on a roll call vote 7-0. CM Brooks – aye; CM Collins – aye; CM Hughes – aye; CM McBrady – aye; CM McBrady – aye; CM Wendt – aye; VM Lance – aye; Mayor Nolan – aye.

C. Review, discussion and possible action relating to authorizing hazard pay for Town staff due to COVID-19. Continued from the June 2, 2020 Regular Meeting (Staff CC; CAARF from Mayor Nolan from the April 14, 2020 Regular Meeting)

Mr. Hanks stated that this item was brought back after staff attended the registration class for CARES Act funding; Council asked if hazard pay for staff is reimbursable. As staff is not a healthcare provider or working directly in emergency services, it is not reimbursable. Mayor Nolan asked if staff is putting themselves at risk; Mr. Hanks confirmed that they are working with the public, though it does not meet the CARES Act guidelines at this time.

Vice Mayor Lance asked if it would be reimbursable if the Town required all staff members go for COVID-19 testing or antibody testing. Mr. Hanks responded that he would need to check and bring it back to Council.

Councilmember Collins spoke relating to mandatory testing and not supporting requiring any invasive testing and not tying up money due to not knowing how bad things will be in the future.

Mayor Nolan spoke relating to paying it out of this year's budget.

Vice Mayor Lance spoke relating to using the \$12,000 for Council notepad computers for hazard pay for staff.

Mayor Nolan moved to pay all staff people \$500 as a bonus for working through the coronavirus at Town Hall. Motion failed for lack of a second.

D. Discussion and possible direction from Town Council relating to bringing back the previous Conduct and Ethics provision in the Dewey-Humboldt Code of Ordinances (CAARF – Mayor Nolan)

Mayor Nolan introduced the item, noting that it is being brought forward due to discussions about how to discipline Councilmembers. He is not asking for a vote tonight; he requested Council review it and come back with changes if wanted.

Vice Mayor Lance spoke relating to needing something in place; volatile outbursts and foul and abusive language at several Council Meetings; and, thinking that staff and the Town Attorney should work on a Code of Ethics or Code of Conduct.

Councilmember Brooks spoke relating to following state laws; and, not needing anything at the Town at this time.

Councilmember Collins spoke relating to problems with harassment and abuse directed at staff; most of what is in the two previous ordinances is not usable; interest in considering a Code of Conduct that addresses protecting staff or makes it easier for staff to address grievances of abuse or intimidation; not wanting to see a thought-police type provision; and, it being valuable to consider and look at what comes back from staff as far as suggestions on fixing the problem.

Councilmember Wendt spoke relating to having submitted a CAARF with Councilmember Hughes in 2016 and the Code of Ethics being removed due to being overreaching and difficult; it being centered on punishment to the Mayor; agreeing that now is the time for Council to look at a Code of Conduct; there being outbursts and abuse to staff and Council; and, there being overriding, screaming, and bullying at Council Meetings, resulting in people not wanting to be a part of the Town.

Mr. Hanks read a letter from Judy Kerber that included the following: the timing of the process outlined in Ordinance No. 15-112 being 70 days if the maximum allowable time is used; that being a long time to allow misconduct to overshadow Council proceedings and Town operations; misconduct almost being considered an emergency item; the ordinance not having a definition or examples of minor and major violations; specifying in the code if the meeting with the Hearing Officer is an Executive Session or open; there being no appeal process; asked the timeframe and if the list to be prepared by the Town Attorney is a standing list or only prepared after an alleged infraction; asked if each Councilmember, official, staff and Board or Commission member will be required to sign a new statement of their adherence to the new ordinance; asked if there is a code of ethics or conduct for members of the Town who attend meetings; and, respectfulness being important from all participants.

Darrell Wyatt spoke relating to these kinds of standards being subjective; having a censure procedure; expectations for Councilmembers to be responsible; and, censure being an effective way to deal with it.

Councilmember Brooks spoke relating to having attended the hearing where Mayor Nolan was brought up on ethics charges; the process seeming like a witch hunt; that the process can be misused and misdirected when there are small towns and small Councils; all Council signing an ethics contract when taking office; and, letting state law govern it.

Vice Mayor Lance spoke relating to having Councilmembers who goad people, are abusive and never take responsibility or try to change their demeanor; and, that signing the ethics code has not come to fruition.

Councilmember Collins spoke relating to the code of ethics being poorly written in the past; staff recommending that Council review a draft; people who work for the Town needing to be top of mind; and, wanting to see a possible solution through a draft ordinance or a list of suggestions.

Councilmember Wendt spoke relating to all Councilmembers signing a Code of Ethics before taking office; a Code of Conduct being needed for how Councilmembers conduct themselves at and outside of meetings; and, the past few Council Meetings getting off the wall and needing to be under control.

Leigh Cluff spoke relating to the Lord's name having been said in vain and that being inappropriate and needing to stop.

Councilmember Collins moved to direct staff to draft or come back with something that Council can look at that might be useful; seconded by Councilmember Wendt. Mayor Nolan offered an amendment that the comment from Ms. Kerber be taken into account and looked at in whatever is brought back; Councilmember Collins accepted the amendment.

The motion, as amended, passed on a roll call vote 6-1. CM Brooks – nay; CM Collins – aye; CM Hughes – aye; CM McBrady – aye; CM Wendt – aye; VM Lance – aye; Mayor Nolan – aye.

E. Discussion and possible action to direct staff to delay the consideration of controversial issues and issues of widespread community concern that are suggested in the CAARF until Council Meetings are held in person (CAARF – Councilmember Collins)

Councilmember Collins introduced the item as follows: as a disabled person, it is a problem for people with disabilities to participate in meetings on computers; wanting to not alienate anyone by trying to get something under the wire where people won't be able to participate; the best policy being to be transparent and considerate of people who have issues with computers; and, that not everyone has the funds to purchase a computer or cable or satellite internet. She also spoke relating to things not to discuss including large zoning changes, buying a utility and the General Plan; addressing things that are more housekeeping oriented and not controversial; and, knowing of three people who won't use Zoom as they don't trust the technology.

Vice Mayor Lance spoke relating to Councilmembers at the last meeting saying that they were going to deny people access to the meetings and thinking that this is something to look at.

Mayor Nolan spoke relating to everything in front of Council being controversial and it being hard to pick out something that is not controversial.

Kay Bigelow, Town Attorney, spoke relating to the motion sticking to the suggested items that appeared in the CAARF and that the items that the public has notice that Council may decide to put off are those in the CAARF.

Councilmember Wendt spoke relating to Council having the responsibility to conduct business; not always being able to control the business that staff brings forward; and, that anything coming to Council has some controversy. She also spoke relating to not being in Zoom meetings much longer; and, not wanting to leave anyone out, though Council has the responsibility to go on with the Town's business.

Councilmember Collins moved to ask staff to delay consideration of controversial issues of widespread community concern, such as the General Plan, until everybody can participate equally; seconded by Councilmember Brooks.

Councilmember Collins spoke relating to people with disabilities not being able to use computers for meetings; the affordability of computers; and, that 50% of the people who responded to the census did so without use of a computer.

Mike Donovan spoke relating to the Town needing to give residents reasonable access to the meetings; the two options prior to Zoom being to attend the meeting or send a letter; people now being able to phone in, send a letter, or use a computer; the meetings being opened up to more people by holding them electronically; and, there being more people in attendance now than there were in the Council Chambers. Mayor Nolan responded that there are currently 20 attendees; very seldom were there twenty people in the Council Chambers; and, needing a six-foot separation and a group of ten people or less, which would be Council, staff and the Town Attorney.

Judy Kerber spoke and asked staff if there have been people who have complained that they haven't been able to attend the meetings; Mr. Hanks stated that there were a few who had problems getting logged in, though staff worked with them and they are attending now. Ms. Kerber asked what the problem would be with mixing the two. Mayor Nolan responded that it would be hard to do that; and, that the Town also uses Granicus for the meetings.

Nancy Wright spoke relating to agreeing with Mr. Donovan; there being more ways to participate now; Zoom giving everybody a chance to see Council working together without being together or playing to an audience, as happens when the public is there; everybody being able to use it if they want; and, wanting to see it done even when meetings are held in Town Hall. Mayor Nolan spoke relating to Council getting tablet computers and being able to connect without problems. Vice Mayor Lance spoke relating to people being denied access and being threatened that they would not be allowed to have access this week at last week's meeting; and, having received several complaints.

Councilmember Collins spoke relating to being happy with doing combined in-person and Zoom meetings; not liking excluding people because of limitations; letters not being contemporaneous comments as they are not part of the discussion and there is not a chance to ask for clarification; and, people with disabilities being unable to use tablet computers.

Darrell Wyatt spoke relating to being a regular attendee at Council Meetings; being excluded if Council Meetings weren't held on Zoom due to age and health; and, a lot of people being excluded without Zoom meetings.

Sharla Mortimer spoke relating to being unable to attend last week's meeting as she was on hold over an hour waiting to get admitted into the meeting and never being admitted.

Councilmember Collins responded to Mr. Wyatt and spoke relating to not trying to exclude anybody; wanting to make sure that everyone can participate in controversial items; Prescott having pledged to not consider controversial or issues of widespread community concern; the Town having a lot of technical things that can be fixed; and, things such as the General Plan, water and zoning, needing to be accessible to everybody.

Leigh Cluff spoke relating to thanking staff for being willing to help; preferring to have meetings in person; and, having been humiliated at meetings. Ms. Bigelow spoke relating to that not being the agenda item; Ms. Cluff and Ms. Bigelow discussed it further. Ms. Cluff spoke relating to being accused of touching her computer when she is not and not being able to understand or hear when Councilmembers talk all at once.

Mayor Nolan spoke relating to the Council having set up a General Plan Steering Committee before anything can come to Council.

Vice Mayor Lance called the question. The motion to call the question passed on a roll call vote 7-0. CM Brooks – aye; CM Collins – aye; CM Hughes – aye; CM McBrady – aye; CM Wendt – aye; VM Lance – aye; Mayor Nolan – aye.

The motion to delay consideration of controversial issues of widespread community concern, such as the General Plan, passed on a roll call vote 5-2. CM Brooks – aye; CM Collins – aye; CM Hughes – aye; CM McBrady – aye; CM Wendt – nay; VM Lance – aye; Mayor Nolan – nay.

10. Consideration of additional Special Session(s) Whether to hold and, if so, set the date

Councilmembers did not schedule a Special Meeting.

11. Public Hearing.

A. Hold a Public Hearing to receive public comments on the Fiscal Year 2020/21 Final Budget.

- 1. Staff Report**
- 2. Open Public Hearing and receive public comments**
- 3. Close Public Hearing**

Mr. Hanks noted that this item is a public hearing to receive comments on the Fiscal Year 2020/21 Final Budget; Pat Walker, Pat Walker Consulting, and Mickey Moore, Town Accountant, are present to answer questions.

Mayor Nolan opened the public hearing at 8:34 p.m.

Councilmember Collins asked for clarification that the tablet computers won't get spent until after December or January; Mr. Hanks confirmed that they will be looked at later in the year.

Darrell Wyatt spoke relating to the revenue forecast of the A budget being 106% of this year's actual numbers; there being economic challenges; and, asked why the Town is forecasting a 6% increase over this year's actual. He spoke relating to the B budget revenue being 95% of this year's actual; this year's actual being a 7% increase over last year; not knowing if the Town will receive funds from the state; and, asked how the revenue can be justified. Ms. Walker responded that the reason a higher budget is adopted is because if the economy continues to improve and the revenues come in, the Town wouldn't be able to spend it; the highest is Budget A, and the Town manages it under Budget B. Ms. Walker also spoke relating to the Budget B revenues exceeding expenditures; having taken into consideration a decrease for all expenditures; having been conservative in estimates; the year to date under the General Fund is at \$2,349,408 and the COVID budget is \$2,223,001. Departments budgeted a COVID reserve to decrease the budget in case revenues don't come in; the budget gives the most flexibility to be able to spend the money if it comes in, and to manage it if it doesn't. The state did allocate funding for the Town; the Town is in good shape, but it needs to be monitored.

Mr. Wyatt spoke relating to Budget B being less than this year's actual by 5% and asked about budgeting revenues high, rather than getting a realistic forecast of revenues. Ms. Walker responded that the local sales tax indicates \$781,000, while the COVID budget says \$703,800; the income tax is increasing to \$596,000 from \$531,000 and is not a forecast as it is from income tax collections of two years ago. She also spoke relating to franchise fees increasing, due to the APS franchise agreement; the Arizona Department of Revenue ("ADOR") providing estimates; and, the state expenditure limitations that the Town falls under, resulting in the Town not being able to spend revenue, such as providing services to citizens, if the revenue is taken in.

Mr. Wyatt asked about the state sales tax revenue being 110% of last year and the vehicle license tax revenue being 13% higher. Ms. Walker responded that the estimates were provided by the League of Arizona Cities and Towns and ADOR and that the Town is proposing 80% of the estimates. Mr. Wyatt confirmed his understanding.

Nancy Wright asked why the Town is seeking a loan for Town Hall when cash can be paid. Ms. Walker responded

relating to a new Town Hall benefitting everyone in the future; a philosophical question of whether it is better for everyone now in the Town to pay for the building, or to use debt service so that people coming in to the Town in the future also pay for it; and, that while the Town is currently under the expenditure limitation, it may not always be so, and debt service is excluded from the expenditure limitation.

Councilmember Collins spoke relating to the gas station and mini market opening, and asked about unanticipated revenue and if the Council will be re-evaluating pay and cost of living increases at the mid-year review. Mr. Hanks confirmed that the mid-year evaluation will take those into consideration.

In response to Vice Mayor Lance, Ms. Walker confirmed that if the Town does not have it appropriated, it can't be spent.

Mike Donovan spoke and commended everyone involved in preparing the budget.

Judy Kerber spoke and commended everyone involved in preparing the budget; taking the COVID-19 crisis into consideration and adjusting the budget accordingly; and, that in comparing the budget to FY 2019-20, Council is doing very well.

Mayor Nolan closed the public hearing at 8:49 p.m.

12. Adjourn. Note: Immediately after the Regular Meeting is adjourned, Council will reconvene in a Special Meeting to consider the Fiscal Year 2020/21 Final Budget.

The meeting adjourned at 8:50 p.m.

Terry Nolan, Mayor

ATTEST: _____
Timothy A. Mattix, Town Clerk

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
SPECIAL COUNCIL MEETING MINUTES**

JUNE 16, 2020, AFTER THE REGULAR MEETING, WHICH STARTED AT 6:30 P.M.

A SPECIAL COUNCIL MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, JUNE 16, 2020, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. THE MEETING WAS HELD VIA ZOOM VIDEO/TELECONFERENCE. MAYOR TERRY NOLAN PRESIDED.

- 1. **Call To Order** Mayor Nolan called the meeting to order at 8:52 p.m.
- 2. **Roll Call** Town Councilmembers Karen Brooks, Lynn Collins, John Hughes, Mark McBrady, Victoria Wendt, Vice Mayor Amy Lance and Mayor Terry Nolan were present. **Town Clerk Note** (as required by Public Body Rules of Policies and Procedures PG No. TC12-01): Town staff implemented and tested Zoom Video Communications – Pro prior to the first Council Meeting at which Zoom was utilized. Permissions in Zoom prevented the use of a chat feature, to ensure that members could not communicate except for verbally to all members. The first page of the agenda included instructions for public participation via video or calling in to the meeting; members of the public were also able to submit comments via email to the Town Clerk to be read at the meeting. After the meeting, Town staff downloaded the meeting video from Zoom. Additionally, Town staff attended the meeting in the Council Chambers and utilized the video recording system; the video recording system recorded all audio from the Council discussions and actions, and video of staff.
- 3. **Special Meeting.** Discussion and legal action may be taken.
 - A. **Town Council discussion, possible direction to staff relating to the FY 2020/21 Final Budget, and possible action to adopt Resolution No. 20-145, adopting the FY 2020/21 Final Budget in the amount of \$5,684,427.**
 - 1. **Council discussion and possible direction to staff**
 - 2. **Possible action to adopt Resolution No. 20-145**

Councilmember Brooks moved to adopt Resolution No. 20-145 adopting the Fiscal Year 2020/2021 Final Budget in the amount of \$5,684,427; seconded by Vice Mayor Lance.

Councilmember Collins noted that the number is not printed on the Resolution; Ed Hanks, Town Manager, responded that staff will add the number for the signature copy.

Vice Mayor Lance spoke relating to thanking Mickey Moore, Town Accountant, Mr. Hanks, and Pat Walker, Pat Walker Consulting, for their work on the budget.

The motion passed on a roll call vote 6-1. CM Brooks – aye; CM Collins – aye; CM Hughes – aye; CM McBrady – aye; CM Wendt – aye; VM Lance – aye; Mayor Nolan – nay.

4. Adjourn.

The meeting adjourned at 8:57 p.m.

Terry Nolan, Mayor

ATTEST: _____
Timothy A. Mattix, Town Clerk

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**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
REGULAR COUNCIL MEETING MINUTES
JULY 7, 2020, 6:30 P.M.**

A REGULAR COUNCIL MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, JULY 7, 2020, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. THE MEETING WAS HELD VIA ZOOM VIDEO/TELECONFERENCE. MAYOR TERRY NOLAN PRESIDED.

1. **Call To Order** Mayor Nolan called the meeting to order at 6:33 p.m.
2. **Roll Call** Town Councilmembers Karen Brooks, Lynn Collins, John Hughes, Victoria Wendt, Vice Mayor Amy Lance and Mayor Terry Nolan were present. Councilmember Mark McBrady was absent. **Town Clerk Note** (as required by Public Body Rules of Policies and Procedures PG No. TC12-01): Town staff implemented and tested Zoom Video Communications – Pro prior to the first Council Meeting at which Zoom was utilized. Permissions in Zoom prevented the use of a chat feature, to ensure that members could not communicate except for verbally to all members. The first page of the agenda included instructions for public participation via video or calling in to the meeting; members of the public were also able to submit comments via email to the Town Clerk to be read at the meeting. After the meeting, Town staff downloaded the meeting video from Zoom. Additionally, Town staff attended the meeting in the Council Chambers and utilized the video recording system; the video recording system recorded all audio from the Council discussions and actions, and video of staff.
3. **Pledge of Allegiance** Mayor Nolan led the Pledge.
4. **Invocation** Given by Vice Mayor Lance.
5. **Announcements regarding Town 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. Pursuant to the Arizona Open Meeting Law, the Town Council may present a brief summary of current events; however, the Council may not discuss, deliberate, or take legal action on any matter in the summary.

Councilmember Collins thanked staff relating to outreach on the 2020 Census and noted that the Town is at 50.8% participation; ten years ago, the highest the Town got was 30%.

A. Council announcements about outside meetings and committees

Mayor Nolan announced that there is a Veterans Court in Mayer; food boxes will be passed out on Thursday; and, ballots will soon be mailed. He spoke relating to Route 69 at Enterprise Parkway being one lane at night; having talked to a reporter for *The Daily Courier*, that due to a layoff, there is a new reporter, who will try to follow and report on some meetings; and, anyone needing help with Zoom may contact the Town Manager. In response to Councilmember Collins, Mayor Nolan stated that the new reporter's last name is Valdez. [Aaron Valdez]

Councilmember Brooks attended the Yavapai County Co Operators Meeting. Notes include: this is the most dangerous time for the County due to people coming up from the southern part of the state; people are encouraged to wear masks when within six to eight feet of others; and, Yavapai County has its highest hospitalization levels. She attended the Central Arizona Fire Medical Authority ("CAFMA") and Central Yavapai Fire District meeting. CAFMA is not eligible to receive CARES Act funds as the Act was written for municipal fire departments; they have been working with senators and congressmen on it. She also attended a Northern Arizona Council of Governments ("NACOG") meeting; a lot of funds are coming, but NACOG is not getting direction on how to use them. She spoke relating to directing staff to contact Teri Drew with NACOG.

7. **Consent Agenda. Item initially taken out of order. See page 2 for additional information.** All those items listed below are considered to be routine and may be enacted by one motion. Any Councilmember may request to remove an item from the Consent Agenda to be considered and discussed separately.

A. Approval of Minutes of May 12, 2020 Study Session

Councilmember Brooks moved to approve the Consent Agenda; seconded by Vice Mayor Lance.

Councilmember Collins spoke relating to agenda item 6 being skipped over. Council returned to agenda item 6.

6. **Public Comment on Non-agendized items** 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. According to the Arizona Open Meeting Law, Councilmembers 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, Councilmembers are forbidden from discussing or taking legal action on matters raised during Public Comment unless the matters are properly noticed for discussion and legal action. A **3 minute** per speaker limit shall be imposed. Everyone is asked to please be courteous and silent while others

are speaking.

Leigh Cluff spoke relating to having done information requests on emails from Mayor Nolan; asked why staff is being harassed; a July 2 email asking staff if the agenda would be ready before the holiday after having been told it would be; and, another email asking why staff can't respond when requested, and Mr. Hanks being on vacation during that time. She also spoke relating to Mayor Nolan posting on Nextdoor that meetings need to be set to go to Town Hall and asked why it doesn't apply to him.

- 7. Consent Agenda. *Item initially taken out of order. See page 1 for additional information.*** All those items listed below are considered to be routine and may be enacted by one motion. Any Councilmember may request to remove an item from the Consent Agenda to be considered and discussed separately.

A. Approval of Minutes of May 12, 2020 Study Session

Councilmembers discussed the call for a voice vote instead of a roll call vote and Council having previously voted for everything to be a roll call vote. Mayor Nolan called for a roll call vote.

The motion to approve the Consent Agenda passed on a roll call vote 6-0. CM Brooks – aye; CM Collins – aye; CM Hughes – aye; CM McBrady – absent; CM Wendt – aye; VM Lance – aye; Mayor Nolan – aye.

- 8. Town Manager's Report** Update on Current Events. The Town Council may ask clarifying questions about any item listed on the agenda under Town Manager's Report, or ask that any item listed on the agenda under Town Manager's Report be placed on a future agenda for Council deliberation and action. No legal action will be taken on items listed under Town Manager's Report. From time to time, as authorized by A.R.S. § 38-431.02(K), the Town Manager may present a brief summary of a current event that, due to its timeliness, is not listed on the agenda. In such cases, the Town Council shall not propose, discuss, deliberate or take legal action on the matter.

A. Town Manager's Report on the annual Chip Seal project and the Community Development Block Grant project entitled Hill Street Improvements

Ed Hanks, Town Manager, reported that the Chip Seal project was completed; approximately 40 tons of hot mix were placed; a chip seal overlay was done on 6.5 miles of road and fog-coating on 7 miles; and, there were minimal complaints. For the Community Development Block Grant ("CDBG") project, there has been a 60% plan review; once the plans are completed and bid documents prepared, the plans will be brought to Council.

C. Town Manager's Report on the 2019 Volunteer of the Year nominee and celebration. *Agenda item discussed out of order.*

Mr. Hanks noted that on May 19, staff reported that the application process was closed; one application was received; staff will follow the procedure approved by Council; and, once out of the COVID-19 closure, a meeting will be scheduled for the award.

Mr. Hanks also reported that staff received final numbers on the 2020 May Cleanup days: 56.1 tons of trash/rubbish removed; 21 dumpsters; 430 vehicles plus trailers came through; enough brush chipped for over 10 yards of chips.

In response to Mayor Nolan, Mr. Hanks clarified that the Hill Street Improvement project was the CDBG project and discussed the status noted earlier. Mayor Nolan asked about Arizona Department of Environmental Quality ("ADEQ") testing; Mr. Hanks responded that he has not heard anything from ADEQ, but will reach out to them to see if it can be scheduled before construction starts.

B. Town Manager's Report on the kickoff meetings with Arizona Natural Design, PLC, relating to the design and construction of the new Town Hall to be located at 12938 East Main Street. *Agenda item discussed out of order.*

Mr. Hanks reported that Council approved the contract with Arizona Natural Design on June 2, 2020; staff has had kickoff meetings with Arizona Natural Design; preliminary designs are underway and staff anticipates having them available for public comment and Council in early August.

- 9. General Business** Discussion and possible legal action may be taken. Agenda language may vary from that in CAARFs for Open Meeting Law purposes.

A. Discussion and possible action to approve and authorize the Town Manager to execute the Notice of Termination of the Agreement with the Prescott Area Wildland Urban Interface Commission (PAWUIC) and the Blue Hills/Foothills Firewise Board, relating to Grant WFHF 19-202 (Staff CC)

Mr. Hanks stated that the PAWUIC agreement requires the Town to provide a written 30-day notice prior to termination of the agreement; there is an executed accountability contract with Firewise and the notice of

termination is the final step to allow Firewise to take over.

Councilmember Brooks spoke relating to the Town having donated money in support of PAWUIC in the past and asked if the Town will continue to do that and, if budgeted and the Town donates to PAWUIC, a Councilmember should go to the meetings. Councilmember Wendt spoke relating to having attended PAWUIC meetings; they are on the first Thursday every month, beginning at 7:00 a.m.; currently, the meetings are held by Zoom and anyone may attend; and, Council never having assigned anyone to go.

Councilmember Brooks moved to approve and authorize the Town Manager to execute the Notice of Termination of the Agreement with PAWUIC and Firewise; seconded by Councilmember Collins. Motion passed on a roll call vote 6-0. CM Brooks – aye; CM Collins – aye; CM Hughes – aye; CM McBrady – absent; CM Wendt – aye; VM Lance – aye; Mayor Nolan – aye.

B. Discussion and possible action to authorize Town Staff to contact the Urban Land Institute to present an update to Council on economic development opportunities (CAARF – Councilmember Collins)

Councilmember Collins introduced the item as follows: the Urban Land Institute (“ULI”) was last here between 2013-2015; a lot has changed since then; and, it would be helpful to see if ULI has information on possible future trends, such as retail and hotels. She also spoke relating to the Zoning Code being out of date and getting information from ULI to help with updating the Zoning Code.

Councilmember Collins moved to ask staff to provide the meeting minutes from the last meeting to ULI to review and see if they have any additional information because of the [COVID-19] outbreak and the effect on the economy; seconded by Councilmember Hughes. Motion passed on a roll call vote 6-0. CM Brooks – aye; CM Collins – aye; CM Hughes – aye; CM McBrady – absent; CM Wendt – aye; VM Lance – aye; Mayor Nolan – aye.

C. Review, discussion and possible direction to staff relating to contacting the Prescott Courier to find out how to get articles about Dewey-Humboldt in the paper (CAARF – Councilmember Brooks)

Councilmember Brooks introduced the item as follows: since Sue Tone retired, there hasn't been a single story about the Town in *The Daily Courier* (“*Courier*”); and, that on Fridays, the *Courier* has the 69 Corridor and the Corridor Calendar, and spoke to the number of briefings and weekly and monthly events, as of July 3, for Cordes Lake, Spring Valley, and Mayer. She also spoke relating to directing staff to contact them and assist in getting articles in the *Courier* or the *Prescott Valley Tribune*.

Councilmember Collins spoke relating to sending out press releases when there is something notable, such as the gas station opening and the new Town Hall, or for events; and, that it would help promote the businesses and let people know in the quad-city area that there are things going on.

Councilmember Brooks spoke relating to other quad-cities posting Town Hall closures; including how to find information about meetings; including the need to increase the 2020 Census numbers in the paper; and, needing to get information out to the public about things happening.

Mayor Nolan spoke relating to having spoken with Mr. Valdez, the new reporter; and, having asked Mr. Valdez to keep up with the Town and Mr. Valdez indicating that he would try.

Councilmember Brooks moved to direct Town staff to work with the new reporter and be a liaison that could assist him; seconded by Councilmember Collins. Councilmember Collins offered a friendly amendment to have staff contact the new reporter and set up a way to send him press releases, or if there is a separate person doing the community corridor, to contact that person. Councilmember Brooks accepted the friendly amendment.

Mayor Nolan spoke relating to having the Town Manager do it, or to designate a staff member to do that. Councilmember Brooks spoke relating to Mr. Hanks designate a staff person. Mayor Nolan spoke relating to having sent Signals Arizona the proclamation about keeping the offices closed throughout the month.

The motion as amended passed on a roll call vote 6-0. CM Brooks – aye; CM Collins – aye; CM Hughes – aye; CM McBrady – absent; CM Wendt – aye; VM Lance – aye; Mayor Nolan – aye.

D. Discussion and possible direction to staff relating to bringing forward or delaying items currently on hold due to the COVID-19 pandemic and the June 16, 2020 Council direction to delay items of widespread community concern. The Town Manager will provide an update on the status of each item listed below; staff is seeking Council direction to bring items forward as noted in the Staff CC, or continue to hold them until such time as in-person meetings resume. (Staff CC) Building Code Update, Code Complaint Policy and Code Update, Environmental Protection Agency – Superfund Site updates, General Plan Update, including General Plan Steering Committee meetings, Zoning Ordinance – Farm Animals (number of allowed animals and lot size; presentation and

discussion with Jeff Schalaus, University of Arizona)

Mr. Hanks stated that Council previously postponed items of widespread concern; the list of items noted on the agenda are on hold because of Zoom meetings; and, the General Plan Update was the focus at the time of the vote. People are drafting building plans based on the 2018 Building Codes; staff is seeking Council direction to bring them back or to begin bringing one or more items back to begin working on.

Mayor Nolan spoke relating to staff having to turn building plans back because the Town is still on the 2012 building codes; it costing a lot of money to change plans; and, moving the building codes forward resulting in everybody in Yavapai County being on the same page.

Councilmember Collins spoke relating to parts of the Building Code being new uses that are not defined in the Zoning Code, including live/work units and owner-occupied lodging homes; not having a group homes ordinance; and, asked for the Town Attorney’s advice on how to proceed without having anything in the Zoning Code. Kay Bigelow, Town Attorney, responded that ideally, the Zoning Code and Building Code would mirror each other and use the same terminology; it is not that unusual to have differences between the definitions in the two, though. Ms. Bigelow also spoke relating to trying to make the language the same; pulling out the Building Code and seeing where there are differences and working on them now; and, that ultimately it should be done.

Councilmember Hughes asked if the Building Codes are approved and there is not zoning for it, that it doesn’t give people the right to build it; Ms. Bigelow confirmed that is correct and spoke relating to group homes having uses that the Americans with Disability Act covers and requires; homes for elderly care or disability care being deemed residences first and foremost; and, that not having it defined and not having zoning for it leaving more of a mess than trying to deal with it. She also stated that the building code does not empower a land use; it only takes care of what the qualifications and specifications of that use are.

Councilmember Collins spoke relating to not having anything relating to live/work units that defines things such as hours of operation and uses; not having a definition of townhomes in the zoning code; and, people not being happy with endless corridors of connected townhomes. She also spoke relating to the language in the Building Codes being very similar to what she read in a newspaper article about lodging houses, which are not just for aged and disabled; and, there being litigation on related issues. She also spoke relating to being more comfortable with these not being addressed in Zoom meetings, especially where there are not existing definitions.

Mr. Hanks noted that the conversation is getting off the agenda, which is primarily for whether or not staff can bring any of the items back.

In response to Councilmember Hughes, Ms. Bigelow confirmed that the Building Codes don’t give anybody the right to bring in plans just because something is in the Building Code.

Councilmember Brooks moved to direct staff to delay the consideration of all items listed until in-person meetings resume; seconded by Councilmember Collins.

Vice Mayor Lance spoke relating to the motion made and voted on at a previous meeting saying that Council wouldn’t be doing anything of this type until in-person meetings resume. Ms. Bigelow and Tim Mattix, Town Clerk, clarified that the previous motion was for the General Plan, as it was worded on the agenda.

Councilmember Hughes moved to at least get the Building Codes done for the Town instead of having the aggravation; seconded by Councilmember Wendt.

The motion to get the Building Codes done failed on a roll call vote 3-3. CM Brooks – nay; CM Collins – nay; CM Hughes – aye; CM McBrady – absent; CM Wendt – aye; VM Lance – nay; Mayor Nolan – aye.

The motion to delay the consideration of all items failed on a roll call vote 3-3. CM Brooks – aye; CM Collins – aye; CM Hughes – nay; CM McBrady – absent; CM Wendt – nay; VM Lance – aye; Mayor Nolan – nay.

10. Consideration of additional Special Session(s) Whether to hold and, if so, set the date

Councilmembers did not schedule a Special Meeting.

11. Adjourn.

The meeting adjourned at 7:27 p.m.

Terry Nolan, Mayor

ATTEST: _____
Timothy A. Mattix, Town Clerk

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
STUDY SESSION MEETING MINUTES
JULY 14, 2020, 6:30 P.M.**

A STUDY SESSION MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS SCHEDULED FOR TUESDAY, JULY 14, 2020, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. THE MEETING WAS HELD VIA ZOOM VIDEO/TELECONFERENCE. VICE MAYOR AMY LANCE PRESIDED.

1. **Call To Order** Vice Mayor Lance called the meeting to order at 6:30 p.m.
2. **Roll Call** Town Councilmembers Karen Brooks, Lynn Collins, and Vice Mayor Amy Lance were present. Councilmembers John Hughes, Victoria Wendt and Mayor Terry Nolan were excused. Councilmember Mark McBrady was absent. **Town Clerk Note** (as required by Public Body Rules of Policies and Procedures PG No. TC12-01): Town staff implemented and tested Zoom Video Communications – Pro prior to the first Council Meeting at which Zoom was utilized. Permissions in Zoom prevented the use of a chat feature, to ensure that members could not communicate except for verbally to all members. The first page of the agenda included instructions for public participation via video or calling in to the meeting; members of the public were also able to submit comments via email to the Town Clerk to be read at the meeting. After the meeting, Town staff downloaded the meeting video from Zoom. Additionally, Town staff attended the meeting in the Council Chambers and utilized the video recording system; the video recording system recorded all audio from the Council discussions and actions, and video of staff.

There was not a quorum of Council present. Councilmembers Brooks and Collins and Vice Mayor Lance discussed whether or not to wait to see if Councilmember McBrady arrived. All agreed to not wait.

There was no discussion or consideration of any items due to the lack of a quorum. Mr. Hanks noted that the items will be placed on the next agenda.

The meeting was adjourned at 6:33 p.m.

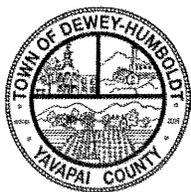
3. **Public Comment on Non-agendized items** The Council wishes to hear from Citizens at each meeting. Those wishing to address the Council need not request permission or give notice in advance. For the official record, individuals are asked to state their name. Public comments may appear on any video or audio record of this meeting. Please direct your comments to the Council. Individuals may address the Council on any issue within its jurisdiction. According to the Arizona Open Meeting Law, Councilmembers 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, Councilmembers are forbidden from discussing or taking legal action on matters raised during Public Comment unless the matters are properly noticed for discussion and legal action. A **3 minute** per speaker limit shall be imposed. Everyone is asked to please be courteous and silent while others are speaking.
4. **Study Session** Study Sessions are held for the purpose of detailed review and Council discussion. As such, Council may discuss and provide feedback on any matter listed on the agenda. No final decisions or voting occurs at Study Sessions. Agenda language may vary from that in CAARFs for Open Meeting Law purposes.
 - A. **Review, discussion and Council input on possible provisions for a Code of Ethics/Code of Conduct for public officials. Council review and discussion points include samples from other Arizona municipalities; the Town’s previous of Code of Ethics code and current Code of Ethics Resolution; public comment as read on June 16, 2020 and requested be included in tonight’s discussion.** (Staff CC)
 - B. **Review, discussion and Council input on the provisions of a draft Facility Use Policy. Staff will be presenting two options of the Policy for Council to review, discuss and provide input on: Option A, which would allow use by governmental agencies, and Option B, which would allow use by governmental agencies, non-profit organizations and other legally formed organizations. Staff is also presenting a Facility Use Application and associated Release, Hold Harmless and Indemnification for Council review, discussion and input.** (Staff CC)
 - C. **Review, discussion and Council input on a draft ordinance amending the Dewey-Humboldt Code of Ordinances to establish provisions and a process for Special Event Liquor License applications.** (Staff CC)
5. **Adjourn** The meeting adjourned at 6:33 p.m.

ATTEST: _____

Amy Lance, Vice Mayor

Timothy A. Mattix, Town Clerk

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JUL 23 2020

Received

COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: August 4, 2020

Date of Request: July 23, 2020

Type of Action: Routine/Consent Regular

Requesting: Action Report Only

Agenda Item Text (a brief description for placement on the agenda; please be exact):
request for speaker to make a presentation on
August 11, 2020

Purpose and Background Information (Detail of requested action).
Request to allow Ms. Lesley D. Jenkins to make a
presentation from the Northern Arizona Alzheimer's
Association

Staff Recommendation(s): _____

Budgeted Amount: _____

List All Attachments: N/A

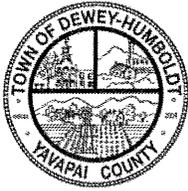
Type of Presentation: oral

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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TOWN OF DEWEY-HUMBOLDT
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Dewey-Humboldt

JUL 23 2020

Received

COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type: Regular Special Work Session

Meeting Date: August 4, 2020

Date of Request: July 23, 2020

Type of Action: Routine/Consent Regular

Requesting: Action Report Only

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

Thank you to the Editor of the Newsletter

Purpose and Background Information (Detail of requested action). _____

To make a Presentation and Plaque to the Newsletter
Editor for all the time that she has contributed to the
Town.

Staff Recommendation(s): _____

Budgeted Amount: _____

List All Attachments: n/a

Type of Presentation: Oral

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.