

**SUMMARY REPORT  
OF COUNCIL ACTION TAKEN AT THE JULY 20, 2010, REGULAR MEETING**

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**This summary is a statement of legal actions taken by the Cottonwood City Council at a regular meeting pursuant to A.R.S. § 38-431.02(D.), and is being provided as required by A.R.S. § 38-431.01(D.).**

**Council Members Present:** Mayor Diane Joens, Vice Mayor Karen Pfeifer, Council Members Tim Elinski, Duane Kirby, Linda Norman and Darold Smith. **Council Member Absent:** Terence Pratt.

Mayor Joens called the meeting to order at 6:00 p.m.

APPROVAL OF MINUTES—Work Sessions of May 25, 26, and June 3 & 8, 2010, Special Meeting of June 8, 2010 & Regular Meeting of June 15, 2010

The Council unanimously approved the minutes as presented.

**OLD BUSINESS**

ORDINANCE NUMBER 564—AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, AMENDING THE MUNICIPAL CODE BY ADDING A NEW SECTION TITLED ADMINISTRATION OF THE INTERNATIONAL BUILDING CODE, 2009 EDITION, TO CHAPTER 15.08 BUILDING CODE, AND AMENDING CHAPTER 15.08 BUILDING CODE, SECTIONS 15.08.010 INTERNATIONAL BUILDING CODE, 15.08.050, INTERNATIONAL RESIDENTIAL CODE, AND SECTION 15.08.060 INTERNATIONAL FUEL GAS CODE; CHAPTER 15.12 PLUMBING CODE, CHAPTER 15.16 ELECTRICAL CODE, CHAPTER 15.20 MECHANICAL CODE, AND CHAPTER 15.24 FIRE CODE, OF TITLE 15, BUILDINGS AND CONSTRUCTION, OF THE COTTONWOOD MUNICIPAL CODE; SECOND & FINAL READING

The Council unanimously approved Ordinance Number 564. The ordinance amends the Municipal Code by updating building, construction and fire codes and becomes effective August 19, 2010.

**CONSENT AGENDA**

CONSIDERATION OF ACCEPTING A GRANT AWARD FROM THE YAVAPAI COUNTY COMMUNITY FOUNDATION TO BE USED FOR THE COTTONWOOD POLICE DEPARTMENT K-9 UNIT

The Council unanimously approved the submittal of a Yavapai County Community Foundation Grant for \$6,200 to purchase a new narcotics canine and for veterinary expenses.

NEW LIQUOR LICENSE APPLICATION FOR THE PILLSBURY WINE COMPANY (LISA PENDER, OWNER/APPLICANT) LOCATED AT 1012 NORTH MAIN STREET

This application was removed from the agenda without any action being taken by the Council.

**APPLICATION FOR EXTENSION OF PREMISES/PATIO LIQUOR LICENSE PERMIT FOR PLAYERS SPORTS BAR & GRILL LOCATED AT 1100 SOUTH HIGHWAY 260**

The Council unanimously recommended to the Arizona Department of Liquor Licenses and Control the approval of the application by Mr. Larry Pritchard for Players Sports Bar & Grill, who applied for a an Extension of Premises/Patio Permit for an event scheduled for September 11, 2010.

**NEW BUSINESS**

**RESOLUTION NUMBERS 2523, 2524, & 2525--APPOINTING MEMBERS TO THE LIBRARY BOARD**

The Council unanimously approved the re-appointment of Library Board Members Thelma Fisher, Tyler Harding, and Joan Lambard for new three-year terms, expiring July 20, 2013.

**REQUEST TO CHANGE THE HOURS OF OPERATION OF THE COTTONWOOD LIBRARY**

The Council consensus was to allow the reduction in library operating hours from 55.5 per week to 45 as follows: Tuesdays through Fridays from 9 a.m. to 6 p.m. and Saturdays from 10 a.m. to 2 p.m. The effectiveness of the changes would be evaluated in September.

**PUBLIC HEARING REGARDING THE ADOPTION OF THE CITY'S FINAL BUDGET FOR FISCAL YEAR 2010-2011**

A public hearing was held for discussion regarding the adoption of the final budget for fiscal year 2010-11. Mr. Bob Oliphant, of Cottonwood Ranch, initiated a discussion on the amounts and nature of the city's reserve funds.

**RESOLUTION NUMBER 2526--ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2011 AND ESTABLISHING AN EXPENDITURE LIMITATION**

The Council unanimously approved the final budget for the fiscal year July 1, 2010 to June 30, 2011 and established an expenditure limitation of \$100,876,915. Some of the general issues that were considered and approved during the budget preparation process included temporary discontinuation of funding for the city's merit program, to be reviewed mid-year; frozen positions discussed during the budget work sessions; there were no reclassifications or salary adjustments as discussed during the work sessions; continuing the present employee contribution structure toward dependent health insurance coverage; giving permission to purchase budgeted equipment on a delayed schedule using existing procurement procedures; approving the acquisition, planning, and/or construction of budgeted capital projects using established guidelines and; accept the expenditures as noted in the budget document, as presented and discussed during the budget work

sessions.

**RESOLUTION NUMBER 2527—AMENDING THE CITY’S FINANCIAL OPERATIONS GUIDE BY DELETING SECTION IV, PROCUREMENT, OF THE FINANCIAL OPERATIONS GUIDE, AND ADOPTING A NEW SECTION IV, PROCUREMENT**

The Council unanimously approved Resolution Number 2527 which amends Section IV, Procurement, of the city’s Financial Operation Guide for securing goods and services.

**ORDINANCE NUMBER 565—AMENDING THE MUNICIPAL CODE OF THE CITY OF COTTONWOOD BY REPEALING SECTION 2.88.020, CONTRACT PROCEDURES FOR PROFESSIONAL SERVICES; FIRST READING**

The first reading of Ordinance Number 565 was held which amends the Municipal Code by updating the city’s procedures for procuring professional services in Section 4 of that certain document entitled City of Cottonwood Financial Operations Guide. The second and final reading of this Ordinance is scheduled for August 3, 2010.

**ORDINANCE NUMBER 566—AMENDING THE MUNICIPAL CODE BY ADDING A NEW CHAPTER 2.108, HISTORIC PRESERVATION COMMISSION, TO TITLE 2, ADMINISTRATION AND PERSONNEL; FIRST READING**

The first reading of Ordinance Number 566 was held which would establish a Historic Preservation Commission for the City of Cottonwood for the identification, evaluation, protection, preservation, and enhancement of historic properties that have significance for the City of Cottonwood. The second and final reading of this Ordinance is scheduled for August 3, 2010.

**PRESENTATION OF THE RESULTS OF A COMMUNITY SURVEY**

Ms. Kyla Allen presented results of a public survey sent out with the city’s utility billings. It fulfills one of the Council’s Strategic Initiatives of retaining a strong diversified economy by the creation of a citizen survey to determine shops and services people desired to have in the city.

**REQUEST TO USE THE CITY’S FORMER COMMUNITY DEVELOPMENT BUILDING AS A BUSINESS ASSISTANCE CENTER AND FOR FUNDS TO REMODEL THE BUILDING AND PAY ONGOING UTILITY EXPENSES OF THE CENTER**

The Council unanimously approved a request to proceed with use of the old Community Development building in Old Town as a Business Assistance Center in sponsorship with the Northern Arizona Council of Governments, the Cottonwood Economic Development Council and Yavapai College. It will provide business assessment and planning, skill and leadership development, grant assisted training and state of the art communication tools for home businesses who have limited access to professional business services and technologies.

**CONTRACT WITH SEC ENGINEERING FOR SURVEY WORK IN OLD TOWN**

The Council unanimously approved a contract for \$3,700 with SEC for surveying services in Old Town.

**CLAIMS & ADJUSTMENTS**

The Council unanimously approved the claims and adjustments as presented.

**ADJOURNMENT**

The regular meeting adjourned at 8:21 p.m.