

**SUMMARY REPORT**  
**OF THE REGULAR MEETING OF THE COTTONWOOD CITY COUNCIL HELD AUGUST 16, 2011,  
AT 6:00 P.M., AT THE CITY COUNCIL CHAMBERS BUILDING, 826 NORTH MAIN STREET,  
COTTONWOOD, ARIZONA.**

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This summary is a statement of action 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 Jesse Dowling, Tim Elinski, Ruben Jauregui, Linda Norman, and Terence Pratt.

**APPROVAL OF MINUTES—Work Session of 5/10/11 & Special Meeting of 8/10/11**

The Council unanimously approved the minutes as presented.

**CONSENT AGENDA—The following items are considered to be routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Council Member or a citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.**

**EXTENSION OF PREMISES/PATIO LIQUOR LICENSE PERMIT FOR LARRY PRITCHARD, FOR AN EVENT SCHEDULED SEPTEMBER 17 & 18, 2011, AT PLAYER'S SPORTS BAR & GRILL**

The Council unanimously approved the Consent Agenda item listed above.

**NEW BUSINESS**

**PURCHASE OF PROPERTY TO BE UTILIZED FOR ADDITIONAL PARKING IN OLD TOWN (APN 406-22-041B & APN 406-22-034—LOCATED BETWEEN AND BEHIND THE ORION BREAD COMPANY AND ADVENTURES UNLIMITED BOOKS).**

The Council unanimously approved the property purchase of APN 406-22-041B in the amount of \$70,000, and APN 406-22-034 in the amount of \$10,000 to be utilized to provide additional parking in Old Town behind the Orion Bread Company building with access to the parking area through a driveway located between the Orion Bread Company building and the Adventures Unlimited Book Store building.

**APPROVAL OF A 12 FOOT APS ELECTRICAL EASEMENT ACROSS A CITY OWNED PARCEL OF LAND IDENTIFIED AS APN 406-09-008.**

The Council unanimously approved a 12 foot electrical easement to APS across a parcel of land owned by the city in order for APS to install lines for an electrical power upgrade to the city's wastewater treatment plant.

**RESOLUTION NUMBER 2600—AMENDING THE CITY'S FINANCIAL OPERATIONS GUIDE (FOG) BY AMENDING THE FOLLOWING SECTIONS: COVER & TABLE OF CONTENTS; SECTION I-**

**INTRODUCTION; SECTION II-PAYROLL PROCEDURES; SECTION III-TRAVEL POLICY; SECTION IV-PROCUREMENT PROCEDURES; SECTION VI-CREDIT CARD POLICY; SECTION VII-VEHICLE USE POLICY; SECTION VIII-TUITION REIMBURSEMENT POLICY; SECTION IX-CHANGE FUNDS; SECTION XII-INVESTMENT POLICY; SECTION XIII-WIRELESS COMMUNICATION DEVICE POLICY; SECTION XIV-VEHICLE ALLOWANCE POLICY; SECTION XV-LONGEVITY PAY POLICY; SECTION XVI-FRAUD POLICY; SECTION XVII-FUND BALANCE POLICY; AND PROVIDING FOR AN EFFECTIVE DATE.**

The Council unanimously approved Resolution Number 2600, with the deletion of Section 5 of the Resolution, per the City Attorney's recommendation, which stated, "The effective date of the Resolution shall be effective upon adoption."

This Resolution amends the city's Financial Operations Guide (FOG) by repealing & replacing the following sections: Cover & Table of Contents; Section I-Introduction; Section II-Payroll Procedures; Section III-Travel Policy; Section IV-Procurement Procedures; Section VI-Credit Card Policy; Section VII-Vehicle Use Policy; Section VIII-Tuition Reimbursement Policy; Section IX-Change Funds; Section XII-Investment Policy; Section XIII-Wireless Communication Device Policy; Section XIV-Vehicle Allowance Policy; Section XV-Longevity Pay Policy; Section XVI-Fraud Policy; Section XVII-Fund Balance Policy. The changes to the FOG are housekeeping in nature, reflecting changes to the city's organizational structure by removing all references to the Finance Director and inserting Administrative Services General Manager, and Department Heads to General Managers. The effective date of Resolution Number 2600 is September 15, 2011.

**CONSIDERATION OF SENDING A LETTER TO THE GOVERNOR AND STATE REPRESENTATIVES REQUESTING ADDITIONAL FUNDING FOR ADOT TO ENSURE THEY HAVE SUFFICIENT FUNDING TO MEET THE MATCH REQUIREMENTS FOR FEDERAL TRANSPORTATION GRANTS.**

The Council unanimously approved the Mayor signing a letter to the state legislators and the Governor requesting additional funding for ADOT to ensure they have sufficient funding to meet the match requirements for federal transportation grants.

**UPDATE REGARDING THE ARIZONA CENTENNIAL BIRTHDAY CELEBRATION AND BELL RINGING EVENT.**

Kyla Allen, Executive Assistant to the City Manager, reviewed the Arizona Centennial events the Cottonwood Centennial Committee had organized, the majority of which were existing events sponsored by the city such as Rhythm & Ribs, Walkin' on Main, and the Old Town Chocolate Walk. Two additional celebrations planned were a centennial birthday party on Saturday, February 4, 2012, and participation in state-wide bell ringing event where citizens and business owners throughout the community and state will ring a bell on February 14, 2012, at 2:14 p.m. to commemorate the exact time of Arizona's statehood. Bells will be available for sale and centennial light pole banners will be available for purchase by local businesses and citizens.

**CLAIMS & ADJUSTMENTS**

The Council unanimously approved the Claims & Adjustments as presented.

EXECUTIVE SESSION—PURSUANT TO A.R.S. 38-431.03(A)(3) DISCUSSION OR CONSULTATION FOR LEGAL ADVICE WITH THE ATTORNEY OR ATTORNEYS OF THE PUBLIC BODY; AND (A)(4) DISCUSSION OR CONSULTATION WITH THE ATTORNEYS OF THE PUBLIC BODY IN ORDER TO CONSIDER ITS POSITION AND INSTRUCT ITS ATTORNEYS REGARDING THE PUBLIC BODY'S POSITION REGARDING CONTRACTS THAT ARE THE SUBJECT OF NEGOTIATIONS, IN PENDING OR CONTEMPLATED LITIGATION OR IN SETTLEMENT DISCUSSIONS CONDUCTED IN ORDER TO AVOID OR RESOLVE LITIGATION.TO DISCUSS THIS CASE (MULCAIRE V. CITY OF COTTONWOOD).

The Council met under executive session to discuss the T. Mulcaire case, and held no discussion nor took any action under regular session.

EXECUTIVE SESSION—CITY ATTORNEY'S REVIEW—PURSUANT TO A.R.S. § 38-431.03.(A)(1) DISCUSSION OR CONSIDERATION OF EMPLOYMENT, ASSIGNMENT, APPOINTMENT, PROMOTION, DEMOTION, DISMISSAL, SALARIES, DISCIPLINING OR RESIGNATION OF A PUBLIC OFFICER, APPOINTEE OR EMPLOYEE OF ANY PUBLIC BODY, EXCEPT THAT, WITH THE EXCEPTION OF SALARY DISCUSSIONS, AN OFFICER, APPOINTEE OR EMPLOYEE MAY DEMAND THAT THE DISCUSSION OR CONSIDERATION OCCUR AT A PUBLIC MEETING; THE COUNCIL MAY VOTE TO CONVENE INTO EXECUTIVE SESSION SUBJECT TO THE CITY ATTORNEY'S RIGHT TO COMPEL THE COUNCIL TO DISCUSS THIS MATTER IN OPEN MEETING. DISCUSSION, CONSIDERATION & POSSIBLE ACTION REGARDING APPROVING AN EMPLOYMENT AGREEMENT WITH THE CITY ATTORNEY.

Mayor Joens stated Mr. Horton had been sent the mandatory letter regarding his review, and he indicated he preferred the discussion regarding his evaluation be held under executive session.

The Council met with the City Attorney under executive session for his annual review. Upon returning to open session, the Council unanimously approved a contract with Mr. Horton for another two years with a five percent increase for the next year.

#### ADJOURNMENT

The regular meeting adjourned at 7:57 p.m.