

**Minutes
Town of Clifton
Town Council Regular Meeting
June 12, 2025
2:00 P.M.
Council Chambers**

Members Present

Janeene Carrillo, Council Member
Chad Brown, Council Member
Anthony James, Vice Mayor*
Laura Dorrell, Mayor
Raymond Lorenzo, Council Member*
B. Waddell Reyes
Barbara Ahmann, Council Member *

***Excused**

Quorum Present

The Town's legal counsel Trish Stuhan, participated via telephone.

Call to Order:

The meeting was called to order at 2:02 p.m. by Mayor Laura Dorrell followed by the Pledge of Allegiance.

Call to the Public

Leslie Ray, Director of the Visitors Center, provided an update on Greenlee Tourism. She announced that Karen Frye will serve as the new chairperson. Leslie also shared information about the Greenlee Marketplace, a venue for buying and selling a variety of local products and goods.

Council Reports

Council Member Brown spoke of the poor condition of Metcalf Road. He encouraged all residents to voice their concerns and asked for patience as the Town Manager works to respond to each issue.

Council Member Carrillo commented on the recent mixer held in the Town of Clifton. She expressed appreciation for the opportunity to connect with local businesses and said she looks forward to the next one.

Council Member Waddell Reyes spoke about her weekend away with her son.

Mayor Dorrell shared her thoughts on the recent mixer, expressing appreciation for the strong turnout. She acknowledged the Dream Builders and the positive impact they've made on the community. The Mayor also mentioned receiving a concern from a resident and emphasized the importance of community members speaking up, as it helps the Town explore different ways to address local issues.

Committee Reports

Rates and Fees (Dorrell)

The minutes from the previous meeting were approved. The Council discussed several financial topics, including the bed tax, fire fees, and the potential implementation of a dump station fee in North Clifton.

Grants and Funding (Carrillo)

Meeting was canceled.

Buildings and Properties (James)

Meeting was canceled.

Roads and Streets (Lorenzo)

Work has begun on Park Avenue. Coordination with water and electric departments took place last week to prepare the area, beginning on the north side near Vozza. Public notice of the road closure was posted on Facebook and physically on-site, with closure starting June 18. The goal is to have the project completed and paved by the end of the month. Discussions are ongoing with Morenci Water and Electric to cover costs for Metcalf, Highline, and Webster.

Consent Agenda

- 1. Approval of the May 8, 2025 Regular Meeting Minutes; May 15, 2025 Special Session Minutes, May 21, 2025 Special Session Minutes; May 28, 2025 Town Council Planning and Zoning Hearing Minutes; June 3, 2025 Special Session Minutes**
- 2. Receive Department Reports;**
- 3. Approval of May 2025 Demands**

Motion to approve the Consent Agenda made by Council member Reyes, second to the motion made by Council Member Carrillo.

Voting in favor of the motion were Council Members Dorrell, Brown, Carrillo and Waddell Reyes

Motion Carries

New Business

Discussion only Presentation on available changes to the Town of Clifton's Tax Code; Presenters Lee Grafstrom and/or Kathleen Jackson for the Arizona League of Cities and Towns

Lee Grafstrom, Tax Analyst, gave a presentation on the Town's revenue sources, focusing on the Clifton Tax Code. He proposed a potential increase in the hospitality industry tax rate from 3% to 5%. The Town is considering code and rate changes to support this adjustment. Lee emphasized the importance of following a strict timeline to implement any changes.

Discussion and/or action on the Train Depot roof; provide direction to staff on the desired scope of work for Train Depot roof repairs

The Town Manager is seeking clarification from the Council on how to proceed with the Train Depot roof repairs. Initially, the Buildings and Properties Committee voted to replace the entire roof. However, in a subsequent session, the subcommittee voted to repair only the flat portion. After on-site assessments by Public Works and the contractor, the recommendation was to fix only what is necessary. The Town Manager is requesting direction from Council on whether to proceed with full or partial roof replacement.

Motion to fix the flat end on the North and South side of the roof made by Council Member Waddell Reyes, second to the motion made by Council Member Carrillo.

Voting in favor of the motion were Council Members Dorrell, Brown, Carrillo and Waddell Reyes

Motion Carries

Discussion and/or action on Vacant Property Registration

Town Manager discussed initiating a Vacant Property Registration process. Staff will begin identifying all empty lots and creating a master list. This list will be used to ensure properties are in compliance with local ordinances and to prepare for future blight enforcement efforts.

Discussion and/or action to adopt newly revised Town of Clifton Personnel Policy Draft effective date 7/1/2025

The Town manager discussed the adoption of the newly revised Town of Clifton Personnel Policy. Since the previous working session, four new additions have been incorporated. Council Member Brown inquired about the review frequency of the policy. The Town Manager noted that it has been one year since the last review and reaffirmed that she manages day-to-day personnel matters, but will bring any significant issues to the Council's attention.

Motion to adopt the newly revised Personnel Policy Draft was made by Council Member Brown, second to the motion made by Council Member Waddell Reyes.

Voting in favor of the motion were Council Members Dorrell, Brown, Carrillo and Waddell Reyes

Motion Carries

Discussion only results of online poll for Welcome to Clifton sign

The Beige sign won the online poll. The Greenlee Tourism Association will be matching our amount of money that we have donated. Next step will be to do the ADOT permit.

Second Reading and Discussion of an Ordinance Amending Clifton Town Code §§ 32.01, 32.04, 32.24, and 32.25 to clarify the appointment authority of the Town Council and Town Manager related to the Town Attorney and Town Magistrate, as well as other conforming changes

Read by the Mayor. This is the correction that was needed to fix the contradiction of the current Town Ordinances.

Discussion and/or action to approve amending Ordinances §§ 32.01, 32.04, 32.24, and 32.25

Motion to approve amending Ordinances §§ 32.01, 32.04, 32.24, and 32.25 by Council Member Carrillo, second to the motion made by Council Member Reyes

Voting in favor of the motion were Council Members Dorrell, Brown, Carrillo and Waddell Reyes

Motion Carries

Second Reading and Discussion of an Ordinance Amending Clifton Town Code §§ 93.01 and 93.02 related to public nuisances, to update definitions, clarify what constitutes a public nuisance, establish penalties, and make other conforming changes

Read by the Mayor. Town manager spoke that this is the second review to see if there are any questions or concerns to bring a better legal meaning and allowing for citations for the blithe ordinances.

Discussion and/or action to approve amending Ordinances §§ 93.01 and 93.02

Motion to approve ordinance amending Clifton Town Code §§ 93.01 and 93.02 made by Council Member Brown, second to the motion made by Council Member Carrillo

Voting in favor of the motion were Council Members Dorrell, Brown, Carrillo and Waddell Reyes

Motion Carries

Discussion and/or action regarding appointment of Andrea Mauk to the Historic Preservation Commission

Council Members discussed the applicant's letter of interest and were pleased by her interest and Historic knowledge and experience.

Motion to approve the appointment of Andrea Mauk to the Historic Preservation Commission made by Council Member Waddell Reyes, second to the motion by Council Member Carrillo

Voting in favor of the motion were Council Members Dorrell, Brown, Carrillo and Waddell Reyes

Motion Carries

Discussion and or action for the Town of Clifton to enter into the ADOT JPA (Joint Project Agreement) Data Access Agreement

The Town manager discussed the Town of Clifton entering the second part of the Joint Project Agreement (JPA) with ADOT and the Police Department. With user accounts now assigned this is the next step in the data sharing process. The Town Manager requested Council approval and signature of the Data Access Agreement to move forward with accessing the data.

Motion to approve ADOT JPA data access agreement made by Council Member Brown, second to the motion made by Council Member Carrillo.

Voting in favor of the motion were Council Members Dorrell, Brown, Carrillo and Waddell Reyes

Motion Carries

Discussion and/or action to adopt a tentative budget for FY 2026:

Council considered the adoption of the tentative budget for Fiscal Year 2026. The Town Manager reviewed the budget in detail during a previous working session, noting that each section had been thoroughly examined at the Council Budget Work Session. Departmental budgets were outlined, with explanations of anticipated expenditures and planning for the upcoming fiscal year.

Motion to approve the tentative budget for FY 2026 made by Council Member Reyes, second to the motion made by Council Member Brown.

Voting in favor of the motion were Council Members Dorrell, Brown, Carrillo and Waddell Reyes

Motion Carries

Discussion and/or action to formally accept the resignation of Janeene Carrillo as a member of the Clifton Town Council and to provide staff with guidance on filling the vacancy

Council Member Carrillo announced that she will be stepping down after 3½ years of service. The Mayor thanked her for her dedication and time well spent on the Council. She recommended soliciting letters of interest from residents to fill the upcoming vacancy.

MUNICIPAL PROPERTY CORPORATION: The Clifton Town Council will convene as the Municipal Property Corporation and will reconvene as the Clifton Town Council after consideration of the following items

- a. Call to Order
- b. Roll Call
- c. Discussion and/or action to appoint a replacement for Council Member Janeene Carrillo from the Clifton Town Council to serve on the town's Municipal Property Corporation Board of Directors.
- d. Appointment of Officers; President, Vice-President, Secretary, Treasurer
- e. Adjournment

Town Attorney advised Council to skip this agenda item as there is not a quorum of the Municipal Property Corporation to convene into.

Town Manager Report:

Construction at the library has been temporarily postponed due to a delay in materials.

Leslie Ray, Visitors Center Director, was honored with the 2025 Government Tourism *Spirit of Service* Award.

The Town also received an additional award—*Project of the Year*—from the Public Works Association.

Preparations are complete, and the Town is ready to begin sewer plugging operations.

Executive Session

Motion to adjourn into Executive Session made by Council Member Waddell Reyes, second to the motion made by Council Member Brown

Voting in favor of the motion were Council Members Dorrell, Brown, Carrillo and Waddell Reyes

Motion Carries

Adjourned into Executive Session at 3:44pm

Pursuant to A.R.S. §38-431.03 (A.3), (A.4), and (A.7): Discussion or consultation for legal advice with the Town Attorney regarding the public parking lot owned by the Town at, near, or around, Lots 23-25 in Clifton, Arizona in order to consider the Town's legal position and receive instructions following conversations with the Roman Catholic Diocese of Tucson regarding use.

Council reconvened from Executive Session at 4:04pm

Adjournment

Motion to adjourn made by Council Member Carrillo, second to the motion made by Council Member Brown

Voting in favor of the motion were Council Members Dorrell, Brown, Carrillo and Waddell Reyes

Motion Carries

Meeting ended at approximately 4:05pm