**Minutes**

**Town of Clifton**

**Regular Town Council Meeting**

**August 13, 2020**

**2:00 P.M.**

**Members Present**

Luis Montoya, Mayor

Barbara Ahmann, Vice-Mayor

Ray Lorenzo, Council Member

B. Waddell Reyes, Council Member

Ray West, Council Member

Laura Dorrell, Council Member

Anthony James, Council Member

\*Excused

A quorum was present.

Attending via telephone was Dan Jackson, Willdan Financial Services.

**Call to Order:** The meeting was called to order by Mayor Luis Montoya at 2:00 pm

**Call to the Public:**  Phil Ronnerud informed the Council that planning continues for the Clifton Hill Climb scheduled for October 22, 23 and 24th The organizers include the Tourism Council and the Sports Car Club of America.

Daniel Cervantez extended his congratulations to the recently re-elected candidates for Clifton Town Council.

Town Clerk Espie Castaneda read an email submitted by Susan Breen commending the Town Council for their early action in mandating face coverings in Clifton as a response to COVID-19. Attributed this action to the positive effect to maintain significantly low positive cases in the area.

**Council Reports:** Council member Laura Dorrell reported on the success of the recent COVID-19 testing drive offered to all residents of the area.

Vice-Mayor Barbara Ahmann expressed her thanks to the Clifton Police Department for responding to a personal call with compassion and understanding.

Adding to the information related to the COVID-19 testing blitz, Council member Barbara Reyes reported that she was impressed with the promptness in providing testing results.

Mayor Luis Montoya congratulated members of the council who recently participated in the August 4, 2020 Primary Election. Although uncontested, on behalf of all candidates, he expressed his appreciation to the voters of the Town of Clifton for their continued support.

The Mayor also provided an update on the recent confirmation of funding from WIFA in the amount of $3.6 million to move forward with the construction of the town’s wastewater treatment plant.

The Mayor’s final comment was to inform the Council that the Town Manager’s annual evaluation process will resume, and recalled that the process was suspended due to the pandemic.

There were no other reports.

**Consent Agenda:** Motion to accept the following items made by Council member Ray West:

1. Approval of the June 23, Work Session Minutes and the July 9, 2020 Regular Council Meeting Minutes;

2. Receive Department Reports;

3. Approval of July 2020 Demands.

4. Discussion and/or action to adopt Resolution No. 2020-12: Adopting a policy and prescribing procedures for purchasing from the Mayor and any Member of the Council.

Second to the motion was made by Vice Mayor Barbara Ahmann.

Voting in favor of the motion were Council members West, Ahmann, Lorenzo, Reyes, Dorrell, James and Montoya.

Motion carried.

**Public Hearing on the FY 2021 Budget for the Town of Clifton:** Mayor Montoya called the Public Hearing to Order and invited members from the public to comment on the town’s proposed budget. He explained that after the tentative budget had been adopted in July, the document was published in the local newspaper as required and was also available on the town’s website.

Daniel Cervantez stated that he had reviewed the budget document and found no issue with the proposal. He expressed concern on the lack of citizen participation in commenting or questioning the budget.

The Town Manager clarified the property tax rate. He explained that his tentative budget power point presentation misstated the proposed primary property tax rate as 4.0813. Based on the projected levy amount of $500,000 as presented in the tentative budget, the actual primary property tax rate is 3.9828.

There being no further comments, Mayor Montoya closed the public hearing at approximately 2:25 p.m.

**New Business**

**Discussion and/or action to adopt the Primary Property Tax Levy for FY 2020-2021 pursuant to A.R.S. §42-17107(A) 4.:** Mayor Montoya reiterated the correction to the primary property tax rate and noted that the proposed rate for FY2021 would be 3.9828.

Motion to adopt the Primary Property Tax Levy for FY 2020-2021 at a rate of 3.9828 was made by Vice-Mayor Barbara Ahmann. Second to the motion was made by Council member Laura Dorrell.

Voting in favor of the motion were Council member’s Ahmann, Dorrell, West, Lorenzo, James, Reyes and Montoya.

Motion carried.

**Discussion and/or action to adopt a Resolution No. 2020-10: Adoption of the Budget for FY 2019-2020**:

Motion to adopt resolution No. 2020-10 was made by Council member Laura Dorrell. Second to the motion was made by Council member Ray West.

Voting in favor of the motion were Council members Dorrell, West, Lorenzo, Reyes, James, Ahmann and Montoya.

Motion carried.

**Presentation of the Town of Clifton’s updated Wastewater Rate Study/Analysis and Long-Term Financial Plan. – Dan V. Jackson, Vice President Willdan Financial Services**: Council members viewed the study/analysis via powerpoint presentation while Mr. Jackson provided information via telephone conference call. He explained that the initial rate study/analysis was performed in 2017 to provide information as the town pursued funding sources for the Wastewater Treatment Plant Improvement. Over the course of time, the town was working with USDA-RD hoping to secure funding, with no success. Fortunately, the town has successfully secured funding from the Water Infrastructure Finance Authority of Arizona (WIFA).

Mr. Jackson explained that an update to the rate study/analysis is necessary to consider inflation, environmental regulations and continued maintenance of the facility. Additionally, now that the town has secured funding, a portion of that funding is structured as a loan. Council will be required to maintain sufficient revenues from the users of the WWTP to pay off the loan and maintain the investment. This rate study/analysis will assist the council in making these decisions. Mr. Jackson’s presentation provided rate comparisons from neighboring communities and updated the forecast Capital Improvements and Debt Service model to reflect the actual amount financed by WIFA. In conclusion, Mr. Jackson reviewed the proposed Long-Term Rate Plan. This plan would secure sufficient revenues to address the debt repayment and continued maintenance needs.

Mr. Jackson explained that this presentation was informational only.

Mayor Montoya suggested that the rates and fees committee meetto review this information and present a recommendation to the Council to formalize the town’s long-term rate increase plan.

**Discussion and/or action to appoint Walt Mares and Erin Spears to the Historic Preservation**

**Commission**: Mayor Montoya recalled that the Historic Preservation Commission has two vacant positions and commends Ms. Spears and Mr. Mares for expressing interest to serve on this board.

Motion to appoint Walt Mares and Erin Spears to serve on the Historic Preservation Commission was made by Council member B. Waddell Reyes. Second to the motion was made by Vice-Mayor Barbara Ahmann.

Voting in favor of the motion were Council members Reyes, Ahmann, Lorenzo, James, Dorrell, West and Montoya.

Motion carried.

**Discussion and/or action to adopt Resolution 2020-11: Amending the Town of Clifton Police Department’s Rules and Policies, Chapter 1 Law Enforcement Role and Authority; Policy 1.8 Use of Force**: Town Manager, Rudy Perez explained that the town’s legal counsel has reviewed the amendment.

Chief Negrete also explained that this amendment addressed recent nationwide concerns related to Use of Force. He pointed out the major changes relate to “choke hold” and de-escalation of potential situations. The amendment provides officers with better guidance.

Motion to adopt Resolution 2020-11 was made by Vice-Mayor Barbara Ahmann, second to the motion was made by Council member Anthony James.

Voting in favor of the motion were Council members’ Ahmann, James, Lorenzo, Reyes, Dorrell, West and Montoya.

Motion carried.

**Manager’s Report:** Town Manager, Rudy Perez reported on the following activites:

* Reported that he is working with the Town Engineer to initiate the next phase towards the WWTP Improvement which is to begin the procurement process for construction.
* Reported that the town has been awarded $1,000,000 from the Off- System Bridge Program – ADOT. He explained that the town’s required cost share has been included in this year’s budget.
* Informed Council that a road/streets committee meeting has been scheduled for Wednesday, August 19th at 10:00 a.m.
* Provided a status update on the completion of Zorrilla St. Bridge scheduled for October 1, 2020.

**Adjournment:** Meeting adjourned at approximately 3:12 p.m.