



**NOTICE OF REGULAR MEETING
OF THE TOWN COUNCIL
OF THE TOWN OF MAMMOTH
THURSDAY APRIL 15, 2021
7:00 P.M.**

Pursuant to A.R.S. § 38-431.02(B), notice is hereby given to the members of the Town Council and to the general public that the Town Council will hold a Town Council Meeting which is open to the public on Thursday, April 15, 2021 at the Mammoth Community Center located at 101 W. 5th Street, Mammoth, Arizona. The Town Council may hold an Executive Session, A.R.S. § 38-431.03(A)(3) and (4) for legal advice, which will not be open to the public, to discuss any Agenda items set forth below.

Public access to the Mayor and Council Chambers will be restricted in order to prevent a large or close gathering of the members of the public and to promote social distancing. Additionally, some items on the agenda may be shortened, continued to a future meeting or taken out of order. These steps are part of the effort to limit the number of people who must be physically present, or who might desire to be physically present, at the meeting, and to limit the length of the public meeting. No more than 25 members of the public will be admitted on a first come, first seated basis.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
 - A. Possible consideration to excuse Councilmember(s) from Meeting pursuant to Mammoth Town Code 2.04.3
4. CALL TO THE PUBLIC
Pursuant to A.R.S. 38-341 (H)

A public body may make an open call to the public during a public meeting, subject to a three-minute limitation to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

Handicapped individuals with special accessibility needs may contact the ADA Coordinator for the Town of Mammoth at (520) 487-2331 (V/TDD)

5. CONSENT AGENDA

ALL ITEMS SET FORTH BELOW ARE CONSIDERED TO BE ROUTINE MATTERS AND WILL BE ENACTED BY ONE (1) MOTION AND ONE (1) ROLL CALL VOTE OF THE TOWN COUNCIL. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS UNLESS A COUNCILMEMBER SO REQUESTS, IN WHICH EVENT THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED IN ITS NORMAL SEQUENCE OF EVENTS.

- A. **Approval of Mayor Signing “Fair Housing Proclamation”**
- B. **Approval of New Agenda Action Form**
- C. **Approval of Staff Recommendations and Reports**
(MAY BE SEEN ONLINE AS AN ATTACHMENT TO THIS AGENDA)
 - 1. **Police Report**
 - 2. **Public Works Report**
 - 3. **Town Manager Report**
 - 4. **Town Clerk/Treasurer Report**
 - 5. **Library Report**
 - 6. **Planning and Zoning Report**
- D. **Approval of Accounts Payable for Payment and Filing**
- E. **Approval of Meeting Minutes**
Regular Meeting of March 18, 2021

Motion is to: Approve Consent Agenda

Motion: 1st _____ 2nd _____

Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken

6. SPECIAL BUSINESS

- A. **Council to Recognize Local Business for Assistance to Residence Displaced by the Margo Fire.**
- B. **Interview Candidates for Vacant Council Position/Consideration and Possible Action to Fill the Vacant Council Position**

Possible Executive Session:

ARS § 38-431.03(A)(1), (3), (4) and (7) for legal advice and to discuss above item.

Entered Executive Session at _____ duration _____.

Motion: 1st _____ 2nd _____

Return to Regular Session at _____

Motion is to: Appoint Mr./Mrs. "Citizen" to the Vacant Position on the Mammoth Town Council to be Sworn-In and Serve from May 20th 2021 until the November 2022 Election.

Motion: 1st _____ 2nd _____

Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken

7. OLD BUSINESS

- A. COVID-19 Items: Consideration and Approval of –
Mask Policy
Town Hall
Library
Community Center
Parks and Fields

Motion is to: Direct Town Manager and Town Clerk to take appropriate action.

Motion: 1st _____ 2nd _____

Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken

8. NEW BUSINESS

- A. Discuss and Provide Direction to Staff Regarding Animal Control Services and Enforcement Options

Motion is: To Direct Town Manager and Clerk to continue to research and develop options.

- B. Consideration and Possible Action to Advertise and Hire Assistant Pool Manager.

Motion is: Approve Action to Publish and Hire Assistant Pool Manager.

Motion: 1st _____ 2nd _____

Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken

C. Discussion, Consideration and Possible Approval of Developing and Filling a Code Violation Arbitrator Position

Motion: Approval to Develop and Fill a Part-time Code Violation Arbitrator Position

Motion: 1st _____ 2nd _____

Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken

D. Budget Discussion: Information and Discussion

FY20 Audit

Excise Tax Status

Food Tax

FY2022 Budget Update

Capital Improvement Projects

Five-Year Plan

General Plan

Motion is to: Direct Town Manager and Town Clerk to take appropriate action.

Motion: 1st _____ 2nd _____

Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken

9. MAYOR AND COUNCIL COMMENTS


10. ADJOURN

Motion is to adjourn this meeting at _____ PM

Motion: 1st _____ 2nd _____

Council Action: ___ Passed ___ Defeated ___ Tabled ___ No Action Taken

The undersigned hereby certifies that a copy of this notice was posted at the Mammoth Town Hall on March 12, 2021 by 5:00 p.m.



Angela Sanchez, Mammoth Town Clerk

Copies of the agenda are available for public inspection at the Mammoth Town Hall and the Mammoth Public Library. Persons with disabilities needing accommodations should contact the Mammoth Town Hall coordinator at (520) 487-2331.

CONSENT AGENDA



FAIR HOUSING PROCLAMATION

APRIL 2021

WHEREAS, The Civil Rights Act of 1968 (commonly known as the Federal Fair Housing Act) and the Fair Housing Amendments Act of 1988 prohibit discrimination in the sale, rental, leasing and finance of housing or land to be used for the construction of housing or in the provision of brokerage services on the basis of race, color, religion, sex, disability, familiar status or national origin; and

WHEREAS, the 1968 and 1988 Federal Fair Housing Acts declare that it is a national policy to ensure equal opportunities in housing; and

WHEREAS, April has traditionally been designated as Fair Housing Month in the United States;

NOW, THEREFORE, I, Patricia "Patsy" Armenta, Mayor of the Town of Mammoth, Arizona do proclaim April 2021 as Fair Housing Month in the Town of Mammoth, Arizona and do hereby urge all citizens of this community to comply with the letter and spirit of the Fair Housing Law.

Signature

Title

Signed, this 15th day of April, 2021

MAMMOTH POLICE DEPARTMENT
MONTHLY ACTIVITY REPORT
 March 2021

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Total Complaints	69	71	71	0	0	0	0	0	0	0	0	0	211
Adult Arrests	2	2	3	0	0	0	0	0	0	0	0	0	7
Juvenile Arrests	1	0	0	0	0	0	0	0	0	0	0	0	1
Traffic Citations	4	4	5	0	0	0	0	0	0	0	0	0	13
Traffic Written Warnings	0	1	0	0	0	0	0	0	0	0	0	0	1
Traffic Verbal Warnings	12	4	12	0	0	0	0	0	0	0	0	0	28
Loose Dogs Citations	0	0	0	0	0	0	0	0	0	0	0	0	0

COMPLAINT BREAKDOWN

	Mar 2021	Year to Date		Mar 2021	Year to Date
Abandoned Vehicle		0	Livestock(cattle) comp		0
Accidents (961,962,963)	1	2	Loud Music Complaint	3	7
Alarm Drop		0	Minor Consumption		0
Alcohol Related		0	Missing Person		0
Ambulance Req (MED)	17	50	Motorist Assist		1
Animal Calls	5	8	Murder	1	1
Arrests	3	8	Neighbor Dispute		3
Arson		0	Noise Complaint		0
Assaults		2	Order of Protection		0
Agency Assists	1	7	Probation Violation		0
Attempt to Locate	4	20	Property Found/Lost	1	1
ATV Complaints		0	Special Detail/ police escort		1
Bond out		1	School Truancy		0
Burglary		1	Search Warrants		0
Child Abuse/Injury		0	Sex Offense		0
Citizen/Public Assist	4	21	Shoplifting		0
Civil Standby		2	Speeding Vehicle		0
Complaints	3	6	SUS Activity/people	8	20
Criminal Damage	2	5	Theft	1	4
Criminal Trespass		0	Threats & Intimidation		0
Deaths	2	3	Traffic Enforcement	16	24
Disturbance	2	12	Vandalism		0
Disobey Court Order		3	Warrant Arrest		1
Disorderly Conduct	1	1	Welfare Check	2	2
Domestic Violence	3	6	DRUNK		0
Drug Related Incident		0	911 Hang up calls		7
DUI		0	911 Open line		2
False Reporting to Law		0	Reckless driving		1
Fingerprints		0			
Fire	1	2			
Fire Weapon		0			
Follow Up		0			
Harassment	1	5	MFD TOTAL CALLS	18	51
House Watch/ExtraPatrol	1	4			
Juvenile Complaints		1			

PUBLIC WORKS REPORT

Town Council Meeting April 15th 2021

May 20th Had a call out reference pressure tank # 1 , no water had very little air in system and too much water in tank , had to drain tank and had equalize the water and air . have'nt had any problems since .

May 23rd Reference, pressure tank # 2 , restored service to the 3 homes and residents state that the pressure hasn't never been as good has it's right now .

April 1st Set forms for concrete base for new pressure tank # 2 pump cover

April 2nd Had CFS Recycling out of Tucson pick up old pressure tank # 2

April 7th Had a water leak at San Manuel drive , service line had a pin hole. Service line has been repaired .

April 9th CFS Recycling out of Tucson picked several loads of metal from transfer station .

Manager's Report for April 15, 2021 Town Council Meeting

Budget, budget, budget! The Town Clerk has taken the lead on this as you will hear at the Council meeting, but she has kept me in the loop and all decisions have been made jointly. We are continually surprised as new items are discovered such as an Excise Tax report from the Auditor General's Office in 1986 (35 years ago!) that mentioned Mammoth's misuse of funds.

But progress is being made and we remain confident that we will all know the exact state of our finances when we start inputting numbers for the FY 21-22 Budget.

Water issues continue, but we are learning to respond in a more efficient and effective manner as we gain confidence and knowledge. The issues with the houses near Tank 2 have been resolved after we discovered that they were not hooked up to the Pressure Tank before it was upgraded and thus were not serviced by the new pump and tank. Now that they are properly hooked in, they report much better pressure than they have ever had.

I have had a series of meetings as government agencies start to ramp up activities associated with the growth of vaccinations. The Water Project has required two meetings and several phone consultations; the League of Arizona Cities and Towns has had a lot of meetings relating to the State Legislature being in session. Also, I have attended by Zoom several CAG meetings to remain current on the possibilities for available funding opportunities.

We are very pleased to report that all but one of our businesses applied for our Town of Mammoth Business Sustainability Program. Now as time permits these applications will be reviewed with the individual businesses and the results will then be approved by Council so that all is ready for when the funds are released this Fall.

Also, in speaking of our businesses, all must be commended for their active support provided for the residents of Dudleyville that were forced to evacuate and came to the Mammoth Community Center. Lots of water, food, bedding and other items were donated by stores and restaurants as our town rolled out the welcome mat!

We have researched the advantages/disadvantages of leasing vehicles for the PD and PW departments and want to proceed as soon as our current budget numbers permit. Your approval will be on requested on the next agenda.

Several Arizona communities cancel one or more council meetings during the summer months and I suggest you may wish to consider either the July or August meeting be cancelled.

Speaking of cancellations my family's European river cruise has been cancelled for the second year in a row. Bummer!

John

Town Clerks Report

April 9, 2021

Records Management

Records retention process is ongoing. Estimating it will take approximately 6 months to complete.

Sexual Harassment and Hostile Workplace Training

Management staff held 2 one-hour sexual harassment trainings during March. We have trained 95% of our staff and are currently making arrangements with the remaining staff to complete the training. We will be holding an additional 1-hour training with Supervisory staff to ensure proper handling of complaints. If requested, we can hold a separate training for elected officials.

Accounting and Policy and Procedures

We are still working on our Accounting Policy and Procedures and Cash Handling Policy to ensure we are practicing appropriate separation of duties.

Sustainability Program

We have received applications from nine businesses within the Town. We are working with each business to ensure we have all of the documentation to make an eligibility determination.

Margo Fire Response

We had four council representatives jump into action along with staff to assist the residents displaced by the Margo Fire. They opened the community center and collected donations of food, water, and supplies to ensure those who could not get home had a safe clean place to stay. Great job Mayor Armenta, Vice Mayor Martinez, Councilman Martinez and Councilman Bustamante. Also, Lucina Moreno and Officer Green assisted in getting the center open and ready to service those in need. We also had several residents donate supplies. Great job Mammoth!

Utility Assistance

The Community Action Human Resource Agency (CAHRA) will be in Mammoth on Friday, April 17, 2021 from 9 AM to 2:30 PM to take applications for utility assistance for the residents of Mammoth. We have been taking appointments and distributing application packets to expedite the process. We have put up flyers and contacted those residents who have past due balances for water to avoid shut offs.

COMMUNITY ACTION HUMAN RESOURCES AGENCY

CAHRA will be taking applications for utility assistance for:

RESIDENTS OF MAMMOTH

By Appointment Only
MASKS ARE REQUIRED

WHEN: FRIDAY, APRIL 16, 2021

Location: Mammoth Community Center, 101 W. 5th Street, Mammoth, AZ

For information also call Angela (520)487-2331 or CAHRA 1-(877) 472-2472

To apply you must have the documents to receive utility assistance.

- Most recent utility bill(s). Must be most current bill(s)-paid or unpaid.
- Applicant Identity document verification: Driver's License, Photo Identification
- Original document verification/Social Security Cards for all **Household** members
- Proof of U.S. Citizenship or Permanent Legal Resident Status: Birth Certificate, Certificate of Naturalization, U.S. Passport, Verification of current Social Security Disability benefit, or proof of current legal resident status.
- Proof of **Gross** income (before deductions) for everyone in the **Household**, for the past 30 days, from March 18 – April 16, 2021. (**earned or unearned**)
- Proof of Residency – rental agreement or mortgage statement that shows your address.

Income must meet eligibility guidelines and gross income must be verified before approving assistance.

Acceptable income documents for verification include, but are not limited to:

For Earned Income:

- *Paystubs,
- *Employer statement that is signed and dated and **must** include the following:
 - a. Name, address and telephone # of the employer
 - b. frequency of receipt,
 - c. gross amount of income,
 - d. day of the week pay is received

For Unearned Income:

- *Social Security Benefit Award Letter
- *DES Household Summary Printout-CAP1 & CAP2
- *Division of Child Support Enforcement (DCSE) print-out
- *Unemployment Insurance payments printout
- *Court records

LIBRARY REPORT April, 2021

Good Evening,

We open to the Public on April 13, 2021, hours currently will be from 12-4 pm Tuesday thru Saturday. Patrons will be required to wear gloves when browsing and must remain masked at all times. There will be no children under the age of 15 without an adult. We are not opening the Game Room at this time. We will reassess this in June. Computers will be open by appointment only for one hour blocks of time.

We are excited to have our beautiful little library open and used once again.

Please see Rules for Re-Opening Attached

Sharon Christiansen

Librarian

GRAND RE-OPENING

Following a long year of being closed, the
Mammoth Public Library will be
open to the public once again beginning
Tuesday, April 13, 2021 from
12:00-4:00pm.

It will be a limited re-opening with a few new
restrictions due to Covid-19.

We ask that you please be patient as we open
up with these new restrictions and
look forward to seeing all of our patrons
once again!

LIMITED REOPENING GUIDELINES

- Business Hours: Tuesdays-Saturdays 12:00-4:00pm
- Limited entry to 2 patrons at a time. PLEASE WAIT YOUR TURN.
- Please DO NOT enter if you have any Covid-19 symptoms.
- Masks must be worn AT ALL TIMES.
- Disposable gloves are to be worn if you will be browsing through items (provided by our library).
- No children under 15 allowed without a parent.
(Accompanied children must also wear masks)
- No sitting permitted in reading areas at this time.
- ONE computer is available by appointment only for ONE hour of use.
- The Game Room is closed until further notice.

Let's work together to keep our community safe
and our library open!

Planning and Zoning Report for April 2021

Currently working

Short Street # 306-13-1600 and 306-13-1610 Councilman Martinez Requested 30 day extension to comply

San Manuel #306-13-0450 will go to town clean up on April 27, 2021

S. Old Hwy 77 #306-21-075A Metal scrapping and debris progressing

Main street #306-16-0470 and 306-16-0480 horses gone, goats and fowl still there has some time left

Arthur street # 306-13-2730 Town Manager extended 30 days

Clark Street #306-16-089A Mobile is gone some clean up still needed

Beginning May 1st we will be assigning compliance for abandoned vehicles.

New Concerns

Owens – needs emergency order for health and safety violations. This will most likely become an abatement issue.

We have several new complaints that are being scheduled

Utility Easement Riverside and San Manuel Dr.

Thank you

Sharon Christiansen

Town of Mammoth

Monthly Financial Report to Public

This is a general notice of Total Revenues and Expenses in the General Fund

FOR PUBLIC

Month of March 1 to March 31, 2021

Beginning Balance of	\$403,978.78
Revenues/Credits of	\$146,953.44
Expenses/Debits of	\$177,949.05
Ending Monthly Balance of	\$372,983.17

We had a negative monthly amount of \$ 30,995.61

FOR COUNCIL ONLY

Revenues Include

Arizona State Tr Corp Pmt City Sales Tax	\$29,694.42
Arizona State Tr Corp Pmt State Sales Tax	\$15,880.57
Arizona State Tr Corp Pmt Urban Revenue Sharing	\$20,091.32
Arizona State Tr Corp Pmt Hwy User Revenue	\$11,113.94
Arizona State Tr Corp Pmt Vehicle License Tax	\$ 9,656.43
Misc. Other Revenues/Water, Fees, ect.	\$60,516.76

MARCH STATEMENT for Treasurer Report APRIL 15, 2021