

## MINUTES

TOWN OF PARKER COMMON COUNCIL  
SPECIAL WORK SESSION  
TOWN COUNCIL CHAMBERS 1314 11<sup>th</sup> STREET  
TUESDAY, FEBRUARY 12, 2019  
6:00PM

MAYOR'S ANNOUNCEMENT:

Mayor Beaver asked all in attendance to please turn off their electronic devices during the Council Meeting

CALL THE SPECIAL WORK SESSION TO ORDER Mayor Beaver called the Special Council Work Session to order at 6:00 P.M.

ROLL CALL OF COUNCIL: Mayor Dan Beaver, Vice Mayor Jerry Hooper, Council Member Karen Bonds, Council Member David Lucas, Council Member Frank Savino. Absent: Council Member Randy Hartless and Council Member Marion Shontz

Staff Present: Town Manager Lori Wedemeyer, Community Development Director Nora Yackley and Payroll Specialist Jennifer Alcaida

Others Present: Tom Belshe with the League of Arizona Cities and Towns

Purpose: Presentation from the League of Cities and Towns

1. Discussion

Re: Elected Officers

- a. Council Communications
- b. Conflict of Interest
- c. Council/Manager Forum Government
- d. Open Meeting Law

*Town Manager Wedemeyer starts of by saying that she is privileged to introduce Tom Belshe with the Arizona League of Cities and Towns. Mr. Belshe states that it is his pleasure to come out and talk to the Town Council. Mr. Belshe gives background on who the League is and what they do. The League provides training to Council and staff to help foster working relationships. The League is a non-profit, non-partisan body that consists of 90 of the 91 Cities and Towns in Arizona. The League keeps up to date relating to the laws, especially as they pertain to the Towns. Mr. Belshe proceeds to go over the following topics;*

- *Roll of the Council. Sets the tone for the meetings. Be Respectful, to each other and the Staff and the public will follow suit. Read your packets; catch any errors or questions prior to the meetings.*

- *Council/Manager form of Government. Modeled after corporations where majority rules. Hiring a manager does not take away the power of the Council. The manager is in charge of the day to day tasks, with the Council developing rules and policies for the staff to follow. Communication is key too effective and productive staff.*
- *Open Meeting Law. Who does the Open Meeting Law apply to? Councils, Committees, Boards and Commissions. Discussion held on what constitutes a meeting, quorums, attending a meeting telephonically, posting requirements, Call to the Public protocol, penalties for violating the Open Meeting Law, off-site meetings and work sessions, courtesy agendas for social events, and texting/email communications.*
- *Requirements for a Legal Meeting. All legal action of a public body shall occur during a public meeting. Public Notice, notice to the members, agendas and accessibility for the public.*
- *During the Meeting. Make sure quorum is present, follow Parliamentary Rules of Procedure, have the agenda available, proper recording of the motions and speakers, make sure meeting room is accessible to the public.*
- *After the Meeting. Discussion held on the posting requirements for meeting minutes.*
- *Call to the Public. When in the meeting it should be held, time limits, the ability to respond and how if being personally attacked and removing someone if necessary.*
- *Executive Sessions. Discussions held on what constitutes an executive session, entering into and exiting an executive session, and posting and executive session.*
- *Conflict of Interest. How to handle them and how to conduct yourself.*

*After the presentation, the Mayor and Council thanked Mr. Belshe for coming out and providing the good training.*

CALL TO THE PUBLIC: There was no call to the public at this meeting.

ADJOURNMENT: Mayor Beaver adjourned the meeting at 7:30 pm

Approve

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Dan Beaver, Mayor

CERTIFICATION:

I certify that the following is a true and correct copy of the minutes of the Special Council Work Session of the Town of Parker Common Council, which was held on Tuesday, February 12, 2019. I further certify the meeting was duly called, held, and that a quorum was present.

Jennifer Alcaida for  
Candy Cockrell, Town Clerk

Some members of the Council or the Town Attorney may attend the meeting either in person or by telephone conference call. Persons with a disability may request reasonable accommodation by contacting, the Town Clerk, (928) 669-9265, at least (72) hours before the scheduled meeting. Facilities are handicapped accessible.
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