



**MINUTES**  
**TOWN OF MIAMI**  
**REGULAR MEETING**  
**OF THE MAYOR AND COUNCIL**  
**MONDAY, JULY 26, 2021 AT 6:30 PM**

**1. CALL TO ORDER:**

Mayor Gonzales calls the meeting to order at 6:30 p.m.

**2. PLEDGE OF ALLEGIANCE/INVOCATION:**

Mayor Gonzales led the pledge of allegiance and Councilmember Medina led the invocation.

**3. ROLL CALL OF COUNCIL MEMBERS:**

**PRESENT:** Mayor Gonzales, Councilmember Black, Councilmember Licano, Councilmember Medina, Councilmember Reiman and Councilmember Sosh.

**EXCUSED:** Vice Mayor Moat.

**STAFF PRESENT:** Town Attorney Estes, Town Manager Gaudet, Town Clerk Norris, Finance Director Lopez and Public Works Director Derhammer.

**4. CONSENT AGENDA:**

- A.** Consideration and possible action to approve Minutes of July 6, 2021 Work Session, July 6, 2021 Special Meeting and July 12, 2021 Regular Meeting.
- B.** Consideration and possible action to approve Town of Miami Payroll for July 11, 2021.

Councilmember Sosh moved to approve the consent agenda. Seconded by Councilmember Medina. Mayor Gonzales calls for the vote. Vote – Mayor Gonzales – yea, Vice Mayor Moat – excused, Councilmember Black – yea, Councilmember Licano – yea, Councilmember Medina – yea, Councilmember Reiman – yea and Councilmember Sosh - yea. MOTION PASSED.

**5. APPROVAL OF DEMANDS AND PRESENTATION OF BUDGET REPORTS:**

- A.** Consideration and possible action to approve the General Demands for July 2, 2021 to July 15, 2021.

Open discussion and questions regarding various demands. Councilmember Sosh moved to approve the demands for July 2, 2021 to July 15, 2021. Seconded by Councilmember Black.

Mayor Gonzales calls for the vote. Vote – Mayor Gonzales – yea, Vice Mayor Moat – excused, Councilmember Black – yea, Councilmember Licano – yea, Councilmember Medina – yea, Councilmember Reiman – yea and Councilmember Sosh - yea. MOTION PASSED.

**6. REPORTS / RECOGNITIONS:**

**A. Town Manager Reports.**

Town Manager Gaudet reports that AIMS have completed culvert cleaning, CDX began work to clean the Adonis Avenue dam area and currently they have stopped work due to rain and are waiting for it to drain out. Reports on Public Works Department cleaning/clearing debris around town. The Miami Mining History virtual tour will start airing on Wednesday. It will be on the Library’s Facebook page, YouTube, the Town of Miami’s Facebook page and Bullion Plaza’s YouTube channel. Reports on Transit Department ridership. Reports on the re-opening ceremonies for the Miami Senior Center. The Senior Center hours will go back to 7:00 a.m. to 2:00 p.m. Reports on the End of Summer Bash at the Veterans Park and Music in the Park this past Saturday. Reports he attended the ACMA Conference and has learned a lot from veteran city managers across Arizona.

**B. Mayor/Council Reports.**

Councilmember Medina feels they had a memorable event on Friday the 24<sup>th</sup> at the Miami Veterans Memorial Park with all the water related games and activities. Gives thanks to Mayor Gonzales and staff that attended this event. Announces that a local business, LEI, has recently received their FFL license to legally manufacture, repair and modify firearms.

Mayor Gonzales states that he is grateful to have our DOC workers back. Comments on the End of Summer Bash at the Veterans Park, all the work and staff effort to put on that event. Comments regarding attending the Music in the Park this past Saturday. States Public Works has done good job over the weekend, keeping the roads safe and clear of debris, great job.

**7. CALL TO THE PUBLIC:** No response.

**8. UNFINISHED BUSINESS:**

**9. NEW BUSINESS:**

**A. Information, discussion and possible action:** To approve Resolution No. 1260, levying upon the assessed valuation of property within the Town of Miami subject to taxation, a certain sum of money for fiscal year 2021/2022 to be assessed against the valuation of real property for primary tax purposes.

Town Manager Gaudet presents this resolution to Council explaining this amount was approved in the fiscal year 2021/2022 budget and it is actually down from previous year’s assessments. Raises the sum of \$223,146.00 which is \$5.1687 on each \$100 of assessed valuation. Councilmember Medina moved to approve Resolution No. 1260, levying upon the assessed

valuation of property within the Town of Miami subject to taxation, a certain sum of money for fiscal year 2021/2022 to be assessed against the valuation of real property for primary tax purposes. Seconded by Councilmember Sosh. Mayor Gonzales calls for the vote. Vote – Mayor Gonzales – yea, Vice Mayor Moat – excused, Councilmember Black – yea, Councilmember Licano – yea, Councilmember Medina – yea, Councilmember Reiman – yea and Councilmember Sosh - yea. MOTION PASSED.

**B. Information, discussion and possible action:** To approve use of Veterans Memorial Park on Thursday, July 29<sup>th</sup> 5:00 p.m. to 9:00 p.m. for Vandal Bash; and to approve of use of the water in the park for water slides and closure of Sullivan Street from Cordova to Inspiration: Request street barricades to be set up before and taken down after the event by Town staff.

Ms. Trinity De La Torre and Mr. Luis Curial of the Miami High School Student Council present this request to Council and give a brief summary of the request for the annual event. Mayor Gonzales request that Community Services Director Duarte to help out with the event. Town Manager Gaudet states that yes she can. Councilmember Sosh moved to approve use of Veterans Memorial Park on Thursday, July 29<sup>th</sup> 5:00 p.m. to 9:00 p.m. for Vandal Bash; and to approve of use of the water in the park for water slides and closure of Sullivan Street from Cordova to Inspiration: and approve request for street barricades to be set up before and taken down after the event by Town staff. Seconded by Councilmember Black. Mayor Gonzales calls for the vote. Vote – Mayor Gonzales – yea, Vice Mayor Moat – excused, Councilmember Black – yea, Councilmember Licano – yea, Councilmember Medina – yea, Councilmember Reiman – yea and Councilmember Sosh - yea. MOTION PASSED.

**C. Information, discussion and possible action:** Possible action to approve Miami Renaissance Grant application for Inspired by Time, Nora Green (owner), 320 W. Live Oak Street.

Town Manager Gaudet presents this item to Council. The applicant is the business Inspired by Time, Nora Green, owner. The use of funds will be to power wash the area, repair broken stucco, and install crown molding on top of existing top fascia and prep and paint fascia. Amount request is \$9,500.00 with a 10% monetary match of funds. Mayor Gonzales comments that the Town still does not know how much money is coming in this quarter from Source One. Town Manager Gaudet states the grant funding is subject to funding from Source One but he was told that this quarter's donation will be larger than the last quarter donation. Brief discussion regarding plans for the building renovations. Ms. Nora Green is present and gives a brief overview of her plans for the building renovation and color scheme. Councilmember Sosh moved to approve Miami Renaissance Grant application for Inspired by Time, Nora Green (owner), 320 W. Live Oak Street. Seconded by Councilmember Black. Mayor Gonzales calls for the vote. Vote – Mayor Gonzales – yea, Vice Mayor Moat – excused, Councilmember Black – yea, Councilmember Licano – yea, Councilmember Medina – yea, Councilmember Reiman – yea and Councilmember Sosh - yea. MOTION PASSED.

**D. Information, discussion and possible action:** To give direction to Public Works Department to paint the curb on the west side of Adonis Avenue along Hi-Tyme Appliance store as a loading zone.

Councilmember Sosh presents this request to Council explaining that this area has been a safety concern for years. Town Manager Gaudet states he has talked to the building owners and they are please that the Town wants to do something with the parking situation in that area. Councilmember Sosh states he would like to propose this area be designated as a loading zone only. Councilmember Reiman asks if there have been any accidents in that area due the street parking. None that anyone knows of but there have been some close calls and traffic backup onto the 60 due to cars parked in that area. Brief discussion regarding the Town Code for loading zones and no parking areas. Discussion regarding the areas that are currently painted red, for no parking zones, they will remain the same. Councilmember Black moved to paint the west side of Adonis Avenue, red zones in the front and back of the curb areas and yellow for loading zone only in the middle. Seconded by Councilmember Medina. Mayor Gonzales calls for the vote. Vote – Mayor Gonzales – yea, Vice Mayor Moat – excused, Councilmember Black – yea, Councilmember Licano – yea, Councilmember Medina – yea, Councilmember Reiman – yea and Councilmember Sosh - yea. MOTION PASSED.

**E. Information, discussion and possible action:** To approve use of the following Town-owned facilities by the Miami Arts Commission in conjunction with Miami Loco Arts Festival to be held April 22nd – April 24th, 2022:

- a) Veterans Memorial Park, with access to restrooms and concession stand– Friday, April 22<sup>nd</sup> through Saturday, April 22<sup>nd</sup> 8:00 a.m. to 12:00 a.m. and Sunday, April 24<sup>th</sup> 10:00 a.m. to 5:00 p.m.
- b) Street closure on Keystone from Sullivan Street to Gibson Friday, April 22<sup>nd</sup> through Sunday, April 24<sup>th</sup> 8:00 a.m. to 5:00 p.m.
- c) Request street barricades to be set up before and taken down after the event by Town staff.

Mr. Jim Coats of the Miami Arts Commission presents this request to Council explaining that this request is the same as have been in the past. Councilmember Black moved to approve use of the following Town-owned facilities by the Miami Arts Commission in conjunction with Miami Loco Arts Festival to be held April 22nd – April 24th, 2022 and items a, b and c. Seconded by Councilmember Reiman. Mayor Gonzales calls for the vote. Vote – Mayor Gonzales – yea, Vice Mayor Moat – excused, Councilmember Black – yea, Councilmember Licano – yea, Councilmember Medina – yea, Councilmember Reiman – yea and Councilmember Sosh - yea. MOTION PASSED.

**F. Information, discussion and possible action:** To approve the Town of Miami Donation and Gift Policy.

Town Manager Gaudet presents this policy to Council explaining that the Town does not have a policy for this at this time. The intent is to promote faith and confidence in Town management of donations and gifts. It ensures accountability of funds received and ensures that funds received support the strategic direction set by Town Council. It distinguishes between designated and undesignated donations and falls in line with the Town Ethics and Character Policy. Councilmember Sosh moved to approve the Town of Miami Donation and Gift Policy. Seconded by Councilmember Black. Brief discussion regarding what happens if someone accepts a donation and does not report the funds. Town Manager Gaudet explains that would be theft. Councilmember Licano would like add something defining that in the policy. Mayor Gonzales calls for the vote. Vote – Mayor Gonzales – yea, Vice Mayor Moat – excused, Councilmember Black – yea, Councilmember Licano – yea, Councilmember Medina – yea, Councilmember Reiman – nay and Councilmember Sosh - yea. MOTION PASSED.

**G. Information, discussion and possible action:** To approve the revised Community Services Director job description.

Town Manager Gaudet presents this item to Council and briefly reviews his proposed changes to the job description. It will remove the responsibility for Transit and Parks Departments. Parks is too broad, where the focus on the Community Services Director is on events and not Park management. Also, the current Transit Director continues to do a great job and additional oversight is not needed. It is explained that the Community Services Director will continue to do rentals and community events in the park. Councilmember Black moved to approve the revised Community Services Director job description. Seconded by Councilmember Sosh. Councilmember Reiman states that the working conditions states that this position is mostly indoors when in fact, he knows the position spends a lot of time out in the field. Councilmember Reiman feels this job description should accurately reflect the working conditions. Councilmember Reiman request that Town Manager Gaudet add wording to reflect “working out doors” to the working conditions. Mayor Gonzales calls for the vote. Vote – Mayor Gonzales – yea, Vice Mayor Moat – excused, Councilmember Black – yea, Councilmember Licano – yea, Councilmember Medina – yea, Councilmember Reiman – yea and Councilmember Sosh - yea. MOTION PASSED.

**H. Information, discussion and possible action:** To approve the revised Receptionist/Billing Clerk job description.

Town Manager Gaudet presents this item to Council explaining the revisions to this job description. It will place the receptionist position under the Town Manager from the Finance Director. This is due the position interfacing with many department directors. This position focuses on customer service. The modified duties are to assist the Town Manager and Town Clerk in coordinating appointments and schedule, filing documents and preparing for meetings. Coordinates with Community Services Director on facility reservations. Coordinates with Public Works Director on sewer/refuse account setup, tracks and close outs. Specifies that facility

reservation file management is for all Town rented facilities and not just Bullion Plaza Gym and Miami Memorial Park. Councilmember Licano states he feels the statement “performs other duties as assigned” should be consistent with all the job descriptions. Discussion and comments regarding various job duties listed in the proposed job description. Discussion regarding the workload of the position. Mayor Gonzales asks if this position is exempt or non-exempt, he wants to make sure that is correctly stated in the description to be legal with the job classification. Councilmember Sosh moved to approve the revised Receptionist/Billing Clerk job description and to verify the correct classification (exempt/non-exempt). Seconded by Councilmember Black. Councilmember Licano would like to have the statement “prepare and review operations reports and schedules to ensure accuracy and efficiency” reworded to accurately reflect the actual meaning of that duty. Town Manager Gaudet states that he will make that correction. Mayor Gonzales calls for the vote. Vote – Mayor Gonzales – yea, Vice Mayor Moat – excused, Councilmember Black – yea, Councilmember Licano – yea, Councilmember Medina – yea, Councilmember Reiman – nay and Councilmember Sosh - yea. MOTION PASSED.

- I. **Information, discussion and possible action:** To approve modification of the 2021/2022 budget to reduce the Police Department Uniform Allowance from \$4,000.00 to \$3,750.00 and allocating the \$250.00 to Repairs and Maintenance.

Town Manager Gaudet presents this item and explains that this is not something that will normally come before Council but since the budget was just passed he wanted to get approval to change this line item in the Police Department budget. Councilmember Black moved to approve modification of the 2021/2022 budget to reduce the Police Department Uniform Allowance from \$4,000.00 to \$3,750.00 and allocating the \$250.00 to Repairs and Maintenance. Seconded by Councilmember Sosh. Mayor Gonzales calls for the vote. Vote – Mayor Gonzales – yea, Vice Mayor Moat – excused, Councilmember Black – yea, Councilmember Licano – yea, Councilmember Medina – yea, Councilmember Reiman – yea and Councilmember Sosh - yea. MOTION PASSED.

- J. **Information, discussion and possible action:** To direct staff to schedule a Council work session to review Bullion Plaza Gym Agreement and Rental Rates; setting date and time for work session

Town Manager Gaudet states at a previous Council meeting it was identified there was a need for a work session to outline the agreement and any proposed changes to the rental rates. Open discussion amongst Council regarding times and schedules. It is the consensus that they will schedule a work session on this item Monday, August 2<sup>nd</sup> at 4:30 p.m.

## 10. CALL TO THE COUNCIL:

Councilmember Medina thanks the public for coming to the meeting.

Mayor Gonzales announces that school will be back in session tomorrow and asks everyone to watchful of kids and school buses.

**11. ADJOURNMENT:**

Councilmember Medina moved to adjourn the meeting. Seconded by Councilmember Black. Mayor Gonzales calls for the vote. Vote – Mayor Gonzales – yea, Vice Mayor Moat – excused, Councilmember Black – yea, Councilmember Licano – yea, Councilmember Medina – yea, Councilmember Reiman – yea and Councilmember Sosh - yea. MOTION PASSED.

Meeting adjourned at 7:51 p.m.

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular meeting of the Town Council of the Town of Miami, AZ held on the **26th** day of **July**, 2021.

I further certify that the meeting was duly called and that a quorum was present.

DATED this **9th** day of **August**, 2021.



Karen Norris, Town Clerk

**APPROVED:**



Sammy Gonzales, Mayor