

**Work Session Agenda
Duncan Common Council
Friday, January 21, 2022; 10:00 am
Duncan Town Hall; 506 SE Old West Highway
Duncan, Arizona**

Pursuant to Title II of the Americans With Disabilities Act (ADA) the Town of Duncan does not discriminate on the basis of disability in the administration of its programs or services. Individuals with a disability who require accommodations, including auxiliary aids of services for effective communication, should contact the Town of Duncan ADA Compliance Coordinator at least 24 hours in advance at (928) 359-2791, Monday-Thursday, 8-5, to make known their needs and preferences.

Call to Order:

Roll Call:

Pledge of Allegiance:

Prayer:

1. **Call to Public:** Those wishing to address the Council should fill out a “Request to Address the Council” form and present it to the Town Clerk prior to the beginning of the meeting. The Mayor will recognize the person wishing to speak during the Call to the Public item shown on the Agenda. Time permitting; each presentation will be given approximately three (3) minutes. No action or Council discussion will result from the public comments or matters not listed on the agenda (A.R.S. §38-431-02).

2. **Summary of Current Events:** The Mayor, Council Members and the Town Manager may present a brief summary of current events pursuant to A.R.S. § 38-431.02(K). The Council will not discuss or take action on any current event summary.
 - a. **Mayor’s Report:**

 - b. **Council Members Report:**

 - c. **Town Manager’s Report:**

3. **Community Organizations and Current Events Reports:**
 - a. **TBD**
Discussion Only.....Common Council

4. **General Plan Development: Review of Characterizations of External, Internal, and Management/Administration Environments and Scenarios for 2025:**
Discussion Only.....Common Council

5. **General Plan Development: Presentation by Greenlee County Sheriff:**
Discussion Only.....Sheriff Tim Sumner

- 6. **General Plan Development: Presentation by Greenlee County Engineer:**
Discussion Only.....Common Council

- 7. **General Plan Development: Presentation by Bowman Engineering:**
Discussion Only.....Common Council

- 8. **General Plan Development: Presentations by Town Staff:**
Discussion Only.....Common Council
 - a. **Water Laboratory**.....Patsy Dixon and Jack Cullen
 - b. **Parks and Recreation**.....Patsy Dixon and Alyssa Darco
 - c. **Records Management**.....Alyssa Darco
 - d. **Office Management**.....Megan Bejarano, Brianne McGrath, and Lorisa Strain
 - e. **Municipal Fees for Services**.....Megan Bejarano, Brianne McGrath, and Lorisa Strain
 - f. **Cemetery Operations**.....Megan Bejarano and Brianne McGrath
 - g. **Human Resources**.....Lorisa Strain
 - h. **Information Technology**.....Josh Mark Maner
 - i. **Public Works (Water, Waste Water, Waste Management)**J.T. Maher
 - j. **Roads**.....Joseph Lacey
 - k. **Equipment and Vehicle Maintenance**.....Matthew Darnell
 - l. **Facilities Maintenance**.....Josh Mark Maner
 - m. **Landscaping/Highway Maintenance**.....Kris Farrell
 - n. **Inventory Control and Property Management**.....Leah Schorm
 - o. **Animal Control, Rescue, and Protection**.....Leah Schorm
 - p. **Community Garden**.....Leah Schorm

- 9. **Consideration of Date and Time of Next Meeting:**
Discussion Only.....Common Council

- 10. **Consideration of Items for The Next Meeting:**
Discussion Only.....Common Council

- 11. **Adjournment:**
Discussion and Action.....Common Council

Note: Pursuant to A.R.S. §38-431-03 (A)(3). The Council may vote to hold an Executive Session for the purpose of obtaining legal advice from the Town Attorney concerning any matter listed on this Agenda. The information discussed at any Executive Session and the Minutes thereof are confidential.

Copies of Agendas may be requested at the Town of Duncan (928) 359-2791. Meetings can be accessed at the following weblink:

<https://us02web.zoom.us/j/8826331012?pwd=TkxESTdMdlYrM0pOVUFKbk1sME1uZz09>