

**Work Session Minutes**  
**Duncan Common Council**  
**Friday, January 14, 2022; 10:00 am**  
**Duncan Town Hall; 506 SE Old West Highway**  
**Duncan, Arizona**

**Call to Order:** 10:05 a.m.

**Roll Call:** Mayor Anne Thurman, Vice Mayor Valerie Smith, Council Member Jill Wearne, Interim Town Manager Philip Cushman, Assistant Town Clerk Brienne McGrath present. Council Member Alex Blake, Council Member Deborah Mendelsohn absent.

**Pledge of Allegiance:** Interim Town Manager Philip Cushman

**Prayer:** Mayor Anne Thurman

1. **Call to Public:** No comments made by the Public
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:** Nothing to report
  - b. **Council Members Report:** Council Member Jill Wearne stated that all office and staff are important.
  - c. **Town Manager's Report:** Interim Town Manager Philip Cushman had nothing to report.
3. **Community Organizations and Current Events Reports:**
  - a. **TBD:** No organizations present
4. **Staff Presentation to Council: Arizona Association for Economic Development (AAED) Rural Housing Symposium, 12-13 January 2022:** Leah Schrom attended an online Housing Symposium. We have a housing shortage not just in our area but across the nation. In our area most of the mine workers move to Graham County due to convenience. We need better housing. The Housing shortage is multifaceted. We need to look at rezoning, collaborate with the County and add multi family dwellings. Also fix houses in disrepair. Some Town parcels can help with this.
5. **Staff Presentation to Council: Municipal Newspaper Advertising:** Megan Bejarano had a meeting with Arianna from the newspaper. Megan recommends we go with package 2 for employment. Community connects – shares on the Paper's web page. Maybe put ads for Graduation and the 4<sup>th</sup> of July. Arianna said they could give us a personalized package but Megan has yet to receive it.

6. **General Plan Development: Review of Process, Schedule, Core Values, Vision Statement, and Mission Statement:** Interim Town Manager Philip Cushman gave out 3 memos. Summaries of the last weeks work session. Memo 2 category 1- come up with a good core value. Titles for Category 1- Friendly atmosphere, safe place. (Friendly Atmosphere) Category 2- Thoughtfulness Category 3- Volunteerism Category 4- (have staff look at it) Team work  
Draft core values.  
Category 1- Historic, beautiful, surroundings Category 2- small town outdoors community  
Category 3- N/A Category 4- small local businesses  
Mission statement- Interim Town Manager liked Josh's. Change plan to services. Vice Mayor Valerie Smith said change heritage to tradition.  
Vision statement- Interim Town Manager Philip Cushman liked Council Member Deborah Mendelsohn's. All Council liked hers. They also thought of combining Mayor Anne Thurman's with it.
7. **General Plan Development: Characterization of the External Environment:** Matrix activity. Brain storming. Issues or assets at Global, National, State, Regional, County, Local and Internal management levels. Many recurring patterns. Agenda items 7, 8 & 9 all done together using this activity.
8. **General Plan Development: Characterization of the Internal Environment:**
9. **General Plan Development: Characterization of the Management/Administration Environment:**  
**Council Member Jill Wearne motioned to recess. Vice Mayor Valerie Smith seconded. All favored. Motion carried. Council Member Jill Wearne motioned to reconvene. Vice Mayor Valerie Smith seconded. All Favored. Motion carried.**
10. **General Plan Development: Scenarios for 2025:** Interim Town Manager Philip Cushman recommended to have item 10 put on a future Work Session agenda.
11. **Consideration of Date and Time of Next Meeting:** Already decided at the meeting last night.
12. **Consideration of Items for The Next Meeting:** Have already talked about items on next agenda. February 5<sup>th</sup> can have scenarios put on it. Add work session dates.
13. **Adjournment: Council Member Jill Wearne motioned to adjourn. Vice Mayor Valerie Smith seconded. All Favored motion carried. 1:00 p.m.**

**Certification:**

**I hereby certify that the foregoing minutes are a true and correct copy of the Special Meeting held on the 14<sup>th</sup> day of January, 2022. I further certify that the meeting was duly called and held and that a quorum was present.**

**Dated this 31st day of January, 2022**

**Work Session Minutes, January 14, 2022**

**Assistant Town Clerk  
Brianne McGrath**