



MINUTES

**WICKENBURG COMMON COUNCIL
REGULAR MEETING
Tuesday, January 21, 2025 - 5:30 P.M.
155 N. TEGNER - COUNCIL CHAMBERS
WICKENBURG, ARIZONA 85390**

A. **CALL TO ORDER** – Mayor Bratcher called the meeting to order at 5:33 PM

B. **PLEDGE OF ALLEGIANCE** - Led by Police Chief Les Brown

C. **INVOCATION** - Led by Pastor Monte Coffman, Community Alliance Church

D. ROLL CALL

Present: Mayor BG Bratcher

Vice Mayor Brian Jones

Councilmember Kristy Bedoian

Councilmember Shawn Clark

Councilmember Margaret Nyberg

Councilmember Rebecca Rovey

Councilmember Art Rubash

Staff Present: Michelle Stinson, Town Attorney

Tim Suan, Deputy Town Manager/Economic Development

Steve Boyle, Community Development Director

Amy Brown, Town Clerk

Les Brown, Police Chief

Robert Martinez, Finance Director

Tarah Mayerhofer, Human Resources Director

Ed Temerowski, Fire Chief

Herschel Workman, Public Works Director

E. MAYOR & COUNCILMEMBERS REPORT ON CURRENT EVENTS

- Councilmember Rebecca Rovey attended the State of the State address by the Governor hosted by WESTMARC with the Mayor. She heard the Fly-In was wonderful, but she was at the rodeo grounds for the weekend where the grounds look good. In addition, the western art of Tim Cox is now at the museum.
- Councilmember Margaret Nyberg stated that there is so much going on right now to keep everyone busy. This past weekend was also the Veteran's Stand Down. This Friday, the library will host a Desert Awareness class. She also invited everyone to visit the museum and the new exhibit.
- Councilmember Shawn Clark thanked staff for all they have done over the past couple of months. He expressed that it is an exciting time to be in government

and noticed the similarities in the oath for the President of the United States to the oath the Council takes.

- Councilmember Art Rubash welcomed new Finance Director Robert Martinez. Little League is open for kids ages 5-14 and they have changed leagues from District 10 to District 2.
- Councilmember Kristy Bedoian attended the Economic Development and Transportation Committee meeting, and they have worked on a web portal for economic development.
- Mayor BG Bratcher welcomed Interim Town Manager Troy Smith as well as Finance Director Robert Martinez. Many helped ring the bell for the Salvation Army with helps to fund the senior transportation vans. She attended a Luke West Valley meeting, volunteers at the visitor center on Saturdays, and went to the American Legion event to meet the national Commander. The Veteran's Stand Down this weekend was a large event, with 25 departments and 27 non-profits, offering services to 173 veterans, which was more than they had at a similar event in Tucson. The Fly-In included 400 classic cars and 57 pilots.

F. TOWN MANAGER'S REPORT

- Deputy Town Manager Tim Suan wished everyone a Happy New Year. He also welcomed Interim Town Manager Troy Smith and Finance Director Robert Martinez. The estimate at the Fly-In was 1,000 attendees. Town Hall lobby renovations have been completed with new artwork from the art contest. The Town Hall restrooms will be the next phase. The recreation and library winter program is available for activities January through April. The town website was refreshed. The town academy closes for participants on January 28th, which is a ten-week overview of municipal government including tours and operations. Arizona Commerce Authority will offer a small business bootcamp on how to start a business.

G. **FINAL CALL** for Request to Speak Cards to be turned into the Town Clerk.

H. **CALL TO THE PUBLIC** - None

I. NEW BUSINESS

1. Action on the Consent Agenda -

- a. Consideration and Action to Approve the Minutes of the Regular Meeting of December 16, 2024

MOVED BY Councilmember Kristy Bedoian to approve the minutes of December 16, 2024

SECONDED BY Councilmember Rebecca Rovey

VOTE: 7 – 0 (Yes – Mayor Bratcher, Vice Mayor Jones, Councilmembers Bedoian, Clark, Nyberg, Rovey, and Rubash)

- b. Consideration and Action Approving the Extension of a Contract with GHD Inc. for Engineering Services for Water and Wastewater Infrastructure Projects

This item was tabled to the next meeting.

- 2. Discussion and Direction to Staff regarding the Possible Sale of Real Property, Parcel # 505-50-141 Located at 74 W Wickenburg Way

Tim Suan, Deputy Town Manager, reported that the town owns a 5,018-square-foot building, which includes 4,050 square feet of office space and 968 square feet of storage. The property is located on 0.37 acres at 74 W Wickenburg Way and is zoned C-2. Currently vacant, the property was most recently used by the local Soroptimist International chapter. In 2020, the Soroptimist International/National organization decided to prohibit local chapters from operating retail shops, leading to the closure of this location. The Wickenburg Humane Society has expressed interest in acquiring the property to expand their thrift shop operations and provide a space for vaccination and microchipping clinics.

If the Town Council decides to sell the property, a public process will be followed, which includes soliciting, evaluating, and awarding bids. The Town Council has the right to reject any or all bids at any stage of the process.

Councilmember Nyberg asked about renting versus selling and who does the appraisal to determine the fair market value. Deputy Town Manager Suan stated that the Humane Society has expressed interest in purchasing the building. An appraisal was completed in late November/December 2024.

Councilmember Jones asked if the town needs the building. Herschel Workman, Public Works Director, stated that he didn't know if the town needed it, but it is a maintenance nightmare and there is not much use for the town for the building.

Mayor Bratcher stated that the Humane Society has done their due diligence and visited the building, so they know what they are getting.

Councilmember Nyberg stated that if someone buys it, they can tear down the building and rebuild.

MOVED BY Councilmember Rebecca Rovey to direct staff to solicit bid proposals and present them to the Town Council for evaluation and decision

SECONDED BY Councilmember Margaret Nyberg

VOTE: 7 – 0 (Yes – Mayor Bratcher, Vice Mayor Jones, Councilmembers Bedoian, Clark, Nyberg, Rovey, and Rubash)

3. Presentation and Discussion Regarding Insurance Requirements for vendors, facility rentals, and special events

This item was tabled to a future meeting due to the presenter having an emergency.

4. Presentation and Possible Action Regarding the Recruitment Process for the Town Manager Position

Tarah Mayerhofer, Human Resources Director, reported that with the resignation of Town Manager Stephen Erno, effective August 1, 2024, the Wickenburg Town Council must now determine the process for hiring a new Town Manager. Troy Smith has been appointed as the Interim Town Manager through Interim Public Management (IPM). However, the Council must now decide on the appropriate process for filling this critical position permanently.

In making a decision on how to move forward, the Council has several options to consider:

1. Internal Recruitment: Recruiting using internal staff to lead the process.
2. Hybrid Method: Combination of using internal staff and outside resources.
3. External Expertise Method: Engaging a professional search firm to conduct a comprehensive search.

To assist with this process, Town Staff has gathered quotes from qualified recruitment firms for Council's consideration: Columbia LTD and Duffy Group. Each of these firms brings specialized expertise in municipal executive recruitment and a proven track record of helping local governments secure top-tier leadership talent.

Following the resignation of Town Manager Erno, Council gave direction to postpone the process to allow the new Town Council who would be seated in December to determine the hiring process and selection of the new Town Manager. These previously received quotes have been updated and are valid.

Town Staff recommends that the Council authorize the use of an external recruitment firm to manage the search for a new Town Manager. This approach ensures a broader, more diverse pool of qualified candidates and brings specialized recruitment expertise to the process, which can help streamline the search and reduce the time required to identify the best candidates. An external search also offers several benefits, particularly given the political dynamics and public interest surrounding the position of Town Manager:

- Ensuring Transparency: Using an outside firm helps mitigate concerns of political influence in the selection process. A professional search firm can

handle the process in a way that maintains objectivity and transparency, ensuring that the search remains fair and inclusive.

- **Public Confidence:** Engaging an external firm provides the community with greater assurance that the hiring process is thorough, unbiased, and open. This can foster trust and buy-in from residents, who may feel more confident in the outcome knowing that the process has been handled by an independent, experienced team.
- **Wider Talent Pool:** An external recruitment firm will have the resources to cast a wider net, attracting highly qualified candidates from outside the immediate area, as well as potentially from across the nation. This increases the likelihood of finding a candidate with the right experience, skills, and vision to move the Town of Wickenburg forward.
- **Efficient Process:** Professional search firms specialize in executive recruitment, allowing them to expedite the process and handle many of the logistical and administrative tasks involved in the search. This ensures that the town is able to identify and hire a new Town Manager in a timely manner, without the burden falling on internal staff.

Financial Considerations:

The cost for engaging an outside firm is a necessary investment in securing the right leadership for the town. Staff has reviewed the quotes from Columbia LTD and Duffy Group and recommends moving forward with one of these firms. Funding for this search would come from the General Fund Contingency, ensuring that the expenses are accounted for within the town's existing budget.

Conclusion:

Given the importance of this decision and the need for a smooth transition in leadership, Town Staff recommends that the Council authorize the use of an external recruitment firm for the Town Manager search. By doing so, the town can ensure a thorough, transparent, and efficient search process, resulting in the best possible candidate to lead the Town of Wickenburg into the future.

Council is asked to provide direction on which recruitment firm to select and to approve the allocation of funds from the General Fund Contingency to cover the costs of the search.

MOVED BY Councilmember Kristy Bedoian to adjourn into executive session at 6:03 PM

SECONDED BY Councilmember Rebecca Rovey

VOTE: 7 – 0 (Yes – Mayor Bratcher, Vice Mayor Jones, Councilmembers Bedoian, Clark, Nyberg, Rovey, and Rubash)

The meeting was reconvened at 7:17 PM.

MOVED BY Councilmember Rebecca Rovey to authorize Town Staff to engage Duffy Group for the recruitment of a new Town Manager and approve the allocation of funds from the General Fund Contingency to cover the costs of the search

SECONDED BY Councilmember Kristy Bedoian

VOTE: 7 – 0 (Yes – Mayor Bratcher, Vice Mayor Jones, Councilmembers Bedoian, Clark, Nyberg, Rovey, and Rubash)

J. **EXECUTIVE SESSION** - (Council May Vote to Go Into Executive Session Pursuant to A.R.S §38-431.03(A)(3) to Receive Legal Advice from the Town Attorney on Any of the Above Agenda Items.)

K. **SCHEDULING OF FUTURE COUNCIL AGENDA ITEMS**

- Councilmember Rovey would like to talk about pavement improvements on Constellation Road. This was seconded by Mayor Bratcher.
- Councilmember Jones would also like to add to that the walking path to Sunset Park. This was seconded by Councilmember Bedoian

L. **ADJOURNMENT**

MOVED BY Councilmember Rebecca Rovey to adjourn at approximately 7:20 PM

SECONDED BY Councilmember Margaret Nyberg

VOTE: 7 – 0 (Yes – Mayor Bratcher, Vice Mayor Jones, Councilmembers Bedoian, Clark, Nyberg, Rovey, and Rubash)

BG Bratcher, Mayor

ATTEST:

Amy Brown, Town Clerk

CERTIFICATION

I, Amy Brown, the duly appointed and qualified Town Clerk of the Town of Wickenburg, do hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of Wickenburg, Arizona held on January 21, 2025. I further certify the meeting was duly called and held and that a quorum was present.

Amy Brown, MMC
Town Clerk