

**Town of Superior
Work Session
Thursday, May 17, 2012, 6:15 P.M.
Superior Senior Center
360 W. Main Street, Superior, AZ 85173
MINUTES**

A. CALL TO ORDER

Mayor Jayme Valenzuela called the work session to order at 6:28 p.m.

B. SALUTE TO THE FLAG

Mayor Valenzuela led the Salute to the Flag.

C. OPENING PRAYER

Not Any

D. ROLL CALL

Present: Council Members Hank Gutierrez, John Tameron, Gilbert Aguilar, and Mayor Jayme Valenzuela; **Absent:** Council Members Chris Tomerlin, Soyla "Kiki" Peralta and Vice Mayor Olga Lopez.

E. DISCUSSION

1. Open Meeting Law Refresher for Town Council and Appointed Commissioners

Town Attorney Chris Wencker gave a presentation on the Open Meeting Law, Conflict of Interest Law and Parliamentary Procedure. He asked that anyone with a question stop him and ask as he and Town Attorney Chad Niven were there to answer questions. Questions raised during the presentation were responded to. Attorney Wencker also referenced documents covering hypothetical situations that he asked them to review on their own.

Under the open meeting law, he gave an introduction and discussed the declaration of public policy, open meetings, legal action, minutes, members of the public, notice, agenda requirements, executive sessions, violations, ratification, complaints, investigations and lawsuits, and related items.

The topic of Conflict of Interest Law covered a general statement of the law and discussion of relatives, and definitions of substantial and remote interest, what "make known" meant, advice on refraining from voting or otherwise participating. He covered other prohibitions, penalties and remedies, course of action upon discovery of a conflict and referenced where they could get more information.

He then covered the basics of Parliamentary Procedure, procedural matters, and various aspects of motions.

On the overhead and handed-out outline of the presentation he gave contact information and thanked Joni Hoffman and Bill Sims of the League of Arizona Cities & Towns.

F. ADJOURNMENT

MOTION: Council Member Aguilar moved to adjourn. Council Member Tameron seconded. Mayor Valenzuela adjourned the work session at 7:19 p.m.

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Work Session of the Town Council of the Town of Superior held on the 17th day of May, 2012. I further certify that the meeting was duly called and held and that a quorum was present.

/s/

Rita M. Wentzel, Interim Town Clerk

These minutes were compiled and transcribed by Cindy Tracy, an independent contractor. Final editing of these minutes and their content is completed and verified by Town of Superior staff members.