



City of Prescott

City Council - Workshop Meeting

December 3, 2025 | 9:00 AM
222 S Marina Street
Police Department Training Room
Prescott, AZ 86303

MINUTES

1. CALL TO ORDER

Mayor Rusing called the meeting to order at 9:04 a.m.

2. ROLL CALL

Cathey Rusing - Mayor
Lois Fruhwirth - Mayor Pro Tem
Mary Frederickson - Councilwoman
Ted Gambogi - Councilman (Absent)
Jim Garing - Councilman
Patrick Grady - Councilman
Jay Ruby - Councilman

3. DISCUSSION

A. Presentations & Discussions Regarding New Council Onboarding.

City Manager Dallin Kimble welcomed the Council and outlined the onboarding agenda.

Councilmembers and Council appointees introduced themselves and discussed why they chose to serve the City of Prescott.

City Attorney Joseph Young provided a presentation regarding the City Charter and Council's authority. Prescott is one of nineteen charter cities in the state of Arizona. Generally, the city charter is the rule of law in a charter city unless it is a matter of statewide concern. Prescott City Charter was established in 1958 and amended 16 times since then. Council powers are to enact local legislation, adopt budgets, determine policies and appoint the city manager and other such appointees, determine organization and compensation of city employees, create boards, commissions and committees (BCCs) and the assessment and levy of taxes. The Council does not have administrative duties, but rather legislative, ministerial and quasi-judicial.

Means of Enacting Policy:

- * Strategic Plan
- * Budget Process
- * Coordinate Item on a Council Agenda
- * Consult with City Manager
- * Request Document from City Attorney

Mr. Young continued with a discussion regarding open meeting law, executive sessions and quorums as well as conflicts of interest.

Brief Recess at 10:20 a.m., Council reconvened at 10:36 a.m.

Mr. Kimble continued the onboarding discussion regarding why cities exist, city and government structure, brand motive for the city. One of the main functions of local government is to solve public problems, the things that affect our public citizens in public settings, based on facts and values.

Four Core Public Values:

- * Liberty
- * Prosperity
- * Equality
- * Security

Three Principles:

- * No one value is always better than the other
- * There is no "single-value" public problem
- * Ideal outcomes are usually Pareto efficient

Role of the Mayor & Council:

- * Establish a shared vision
- * Make policy decisions - service levels, budget, zoning, strategic plan, general plan, goals, etc.
- * Ambassadors to the community
- * Builders of coalitions
- * Representatives of the community
- * Legislative advocates
- * Hire & manage direct reports - City Manager, City Attorney, City Clerk & City Judge

Mr. Kimble reviewed the city's vision, mission and values from the Council Strategic Plan.

Role of the City Manager:

- * Advise the Mayor and Council
- * Provide information and research
- * Implement Council direction
- * Deliver public services
- * Performance management
- * Recommend an annual budget
- * Hire and manage personnel
- * Represent the city

What is the Relationship Between Council & Staff:

- * Respect flows both ways
- * No surprises
- * Only the City Manager can direct staff
- * Ok to ask questions of department heads

- * Open communication and open meeting law
- * All on the same team

City Clerk Sarah Thornhill reviewed the agenda and other department processes and how Council members can go about adding things to a meeting, what the Clerk's department handles. She reviewed with the Council how staff strategically plans agendas based on upcoming projects and needs and how timelines are determined as well as how long it takes to put together and finalize a Council agenda packet.

Deputy City Manager Michael Morris continued with a discussion regarding group dynamics. He discussed the stages of group development and dysfunctions of teams.

Five Dysfunctions of a Team:

- * Trust
- * Conflict
- * Commitment
- * Accountability
- * Results

At 12:40 p.m. the City Clerk, City Manager & City Attorney did a breakout discussion with the Mayor and Mayor Pro Tem to review the upcoming December 9 agendas. At 1:51 p.m. the full group reconvened.

Public Engagement Manager Danielle Trotter provided a presentation regarding public interactions and effective and transparent communication. She discussed the importance of the city's brand and visual identity to ensure that the city's messaging is clearly from the city.

Communication Principles:

- * Professional
- * Transparent
- * Respectful

Ms. Trotter continued discussion regarding social media best practices and how to communicate with the public related to city business.

Each Department Head provided an overview to the Council regarding their department.

HR Director Branden Nunez provided a DiSC Profile presentation and assessment for the Council and appointees.

Councilwoman Frederickson left the meeting at 4:00 p.m.

Mayor Rusing thanked staff for putting the day together. She reminded the Council that this is a part-time job and to not let it consume them so they are in good shape to do their best.

This item was for discussion only, no formal action was taken.

4. ADJOURNMENT

There being no further business to discuss, Mayor Rusing adjourned the meeting at 4:01 p.m.

Signed by:

Cathey Rusing

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CATHEY RUSING, Mayor

ATTEST:

Sarah M. Thornhill

SARAH M. THORNHILL, City Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Voting Meeting of the City Council Voting Meeting of the City of Prescott, Arizona held on December 3, 2025. I further certify the meeting was duly called and held and that a quorum was present.

Sarah M. Thornhill

Sarah M. Thornhill, City Clerk

