

**Minutes of a Regular Session of the Common Council of the Town of Clarkdale
Held on Tuesday, August 9, 2011**

A Regular Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, August 9, 2011, at 6:00 P.M. in the Men’s Lounge of the Clark Memorial Clubhouse, 19 N Ninth Street, Clarkdale, Arizona.

CALL TO ORDER - Meeting was called to order at 6:00 PM by Vice Mayor Dehnert.

Town Council:

Mayor Doug Von Gausig - Absent
Vice Mayor Richard Dehnert

Councilmember Patricia Williams – By Telephone at 6:00
Councilmember Curtiss Bohall
Councilmember Bill Regner

Town Staff:

Town Manager Gayle Mabery
Community Development Director Sherry Bailey
Utilities Director Wayne Debrosky
Town Clerk/Finance Director Kathy Bainbridge
CSP Manager Jodie Filardo
Human Resources/Community Services Director Janet Perry

PUBLIC COMMENT – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to five minutes.
There was no public comment.

MAYOR, COUNCILMEMBER AND TOWN MANAGER REPORTS ON CURRENT EVENTS

– A brief summary of current events by the Mayor, Council Members and Town Manager. The Council will not propose, discuss, deliberate or take legal action on any matter in the summary.
There were no reports.

INFORMATIONAL REPORTS:

CAT/ VVTPO– A report regarding the Cottonwood Area Transit and the Verde Valley Transportation Planning Organization & other transportation affiliations. Councilmember Bohall reported there was no CAT meeting and the draft minutes from VVTPO were included in the packet and are on file with the Town Clerk.

COCOPAI – A report regarding the Coconino Yavapai Resource Conservation District.
Councilmember Williams – no report.

VVLPI – A report regarding the Verde Valley Land Preservation Institute. Councilmember Williams – no report.

NACOG - A report regarding the Northern Arizona Council of Governments. Vice Mayor

Dehnert reported there was no meeting

NAMWUA - A report regarding the Northern Arizona Municipal Water Users Association. No report.

VRBP – A report regarding the Verde River Basin Partnership. No report.

WAC - A report regarding the Yavapai County Water Advisory Committee. No report.

VVREO – A report regarding the Verde Valley Regional Economic Organization – Councilmember Regner reported VVREO continues to work on marketing materials for membership recruitment, a USDA IRP grant application for a Revolving Loan Fund, a Development Resource Guide for potential site selectors, a follow up meeting on the Verde River – The Economy Community Conversation.

YCL – A report from the Yavapai College Liaison. Councilmember Regner reported the college continues to implement structural re-organization to respond to the 80% budget cut from the State of Arizona, set fundraising goals of \$16 million by 2020, announced plans for the creation of the Southwest Wine Center at Yavapai College, and is holding the second annual French Flair in the Verde Countryside on October 6th.

CONSENT AGENDA - The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.

- A.** Approval of Minutes of the Common Council - Approval of the minutes of the Regular Meeting held July 12, 2011 and Special Meeting held July 26, 2011.
- B. Claims** - List of specific expenditures made by the Town during the previous month. July check log, PPE dated July 2nd, 16th, and 30th, and final PTO and sick leave payout for Pat Haynie.
- C. Board and Commission Minutes** – Acknowledgement of receipt of minutes and draft minutes of the previous month’s Board and Commission Meetings.
 Board of Adjustments – Notice of Cancellation of Regular Meeting June 22, 2011
 Board of Adjustments – Notice of Cancellation of Regular Meeting July 27, 2011
 Design Review Board – Notice of Cancellation of Regular Meeting June 1, 2011
 Design Review Board minutes of the meeting held July 6, 2011
 Library Advisory Board – Notice of Cancellation of Regular Meeting July 7, 2011
 Parks and Recreation Board minutes of meeting held June 8, 2011
 Planning Commission minutes of the meeting held July 19, 2011
 General Plan Update Committee – Notice of Cancellation of Regular Meeting July 18, 2011
- D. Intergovernmental Agreement for Police Dispatch Services** – Approval of the 2011-2012 Intergovernmental Agreement between the City of Cottonwood and the Town of Clarkdale for Police Dispatch Services.

Councilmember Williams moved to accept Consent Agenda Items A – D as prepared by staff. Motion seconded by Councilmember Bohall. Motion approved unanimously.

NEW BUSINESS

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, YAVAPAI COUNTY, ARIZONA, SETTING FORTH THE VALUATIONS OF PROPERTY IN THE TOWN OF CLARKDALE FOR THE YEAR 2011-2012 ALONG WITH ADOPTING THE TAX LEVY FOR SAID PROPERTY – Discussion and consideration of Ordinance # 335, adopting the tax levy and setting the valuations of property in the Town of Clarkdale for fiscal year 2011-2012.

On July 26, 2011 the Council adopted the Property Tax Levy Resolution and the Fiscal Year 2011-2012 Budget. The Council now needs to adopt the property tax levy for the Town. The levy is placed on each one hundred dollars of assessed value of all property, both real and personal, within the corporate limits of the Town of Clarkdale, except property that the law exempts from taxation.

The tax levy for 2011-2012 is 1.0950 to raise \$412,395 for primary tax purposes. A valuation as quoted by the Yavapai County Assessor's Office for primary taxes is \$37,661,550. The following is a history of tax rates and the revenues raised with each tax rate:

<i><u>FISCAL YEAR</u></i>	<i><u>TAX RATE</u></i>	<i><u>TAXES</u></i>
2006-2007	1.1281	\$327,383
2007-2008	.7100	\$246,169
2008-2009	.7100	\$288,949
2009-2010	.9121	\$403,892
2010-2011	.9121	\$412,724
2011-2012	1.0950	\$412,395

Councilmember Regner moved to approve Ordinance #335, an Ordinance of the Mayor and Common Council of the Town of Clarkdale, Yavapai County, Arizona, setting forth the valuations of property in the Town of Clarkdale for the year 2011-2012 along with adopting the tax levy for said property. Motion seconded by Councilmember Williams. Motion approved unanimously.

LEASE AGREEMENT WITH THE CLARKDALE HISTORICAL SOCIETY AND MUSEUM – Discussion and consideration of a Lease Agreement with the Clarkdale Historical Society and Museum for use of building space at 900 1st North Street.

During the June 14, 2011 regular meeting, Council reviewed and discussed steps being taken towards supporting the next evolution of preservation and promotion of the Town's historical documents and artifacts. One goal to that end was to allow the Clarkdale Heritage Society and Museum (CHSM) 100% occupancy of the building they currently occupy only the upstairs portion of.

Following the initial review of the draft Lease Agreement rewrite, staff has since included Council's edits and received review from the Town Attorney.

Councilmember Bohall moved to approve to approve the Lease Agreement between the Town and the Clarkdale Heritage Society and Museum. Motion seconded by Councilmember Williams. Motion approved unanimously.

MASTER MUSEUM LOAN AGREEMENT WITH THE CLARKDALE HISTORICAL SOCIETY AND MUSEUM – Discussion and consideration of a Master Museum Loan Agreement between the Town and the Clarkdale Historical Society and Museum.

During the June 14, 2011 regular meeting, Council reviewed and discussed steps being taken towards supporting the next evolution of preservation and promotion of the Town's historical documents and artifacts. One goal to that end was to draft a historical item Contract of Loan in order to outline and define the cooperative relationship between the Town and the Clarkdale Historical Society and Museum (CHSM).

It is the intention of both parties to preserve, promote and share Clarkdale's historical documents and artifacts. The purpose of this agreement is to allow amenable keeping of the historical items owned by the Town to the CHSM's supervision.

Following Council's initial review of the draft Contract of Loan, staff has since included edits (see Section 8 – increasing from \$50,000 to \$100,000) and received review from the Town Attorney. This final draft also includes a provision within the 'Master' Agreement for use of a 'Loan of Town Owned Property for Public Benefit' form to facilitate additional loans taking place following the adoption of the initial agreement.

Drake Meinke, Chair for Museum stated that the Museum will be taking many measures to store documents safely in fire proof cases and metal cabinets and that they have disaster training, along with having insurance coverage. Most items stay in storage and they usually exhibit a copy of that document.

Councilmember Williams moved to approve the Museum Loan Agreement between the Town and the Clarkdale Heritage Society and Museum. Motion seconded by Councilmember Bohall. Motion approved unanimously.

DISPOSITION OF HERITAGE CONSERVANCY BOARD DONATION ACCOUNT FUNDS – Discussion and consideration regarding the disposition of the HCB donation funds.

The Heritage Conservancy Board discussed different options for allocation of the Heritage Conservancy Board's Donation Account Funds. Chairperson Meinke explained that the funds were derived over the years from donations, Heritage Dances and sales of merchandise. After further discussion, the Board recommended a desire to support the expansion of the Clarkdale Historical Society and Museum.

Chairperson Meinke moved that the Heritage Conservancy Board recommends to the Town Council that the Heritage Conservancy Board's Donation Account Funds totaling \$5,464.58 pay for utilities and archive operations at the Clarkdale Historical Society and Museum. Board Member Kelly seconded. The motion passed unanimously.

Staff recommended that the item be tabled until the kiosk grant project is completed so that if additional funds are needed to finish the project, they are available.

Councilmember Regner moved to table the authorization to transfer the Heritage Conservancy Board Donation Account Funds to the Clarkdale Historical Society and Museum. Motion seconded by Councilmember Bohall. Motion approved unanimously.

AN ORDINANCE OF THE TOWN OF CLARKDALE, ARIZONA, DELETING CHAPTER 17, SECTION 5, BOARDS AND COMMISSIONS – HERITAGE CONSERVANCY BOARD, OF THE CODE OF THE TOWN OF CLARKDALE, REPEALING CONFLICTING ORDINANCES AND PROVIDING FOR SEVERABILITY – Discussion and consideration of approval of Ordinance #336, an ordinance deleting the Heritage Conservancy Board from the Town Code.

The Council has approved an amended Lease Agreement and a Master Museum Loan Agreement with the Clarkdale Historical Society and Museum in order to merge the Heritage Conservancy Board with that group. Given the purpose and growing vitality of CHSM, it was apparent that their organization was in the prominent position to take the important, historic interests of Clarkdale forward, and that a dissolution of the HCB would allow the Town to lend valuable support to those endeavors.

There was a general discussion by the Heritage Conservancy Board which led to the conclusion that the Clarkdale Historical Society and Museum had developed into an exemplary organization and it would benefit the Town to merge the Town Archives with the Museum's Collection.

Chairperson Meinke stated that a recommendation should be made to the council by the Heritage Conservancy Board regarding the Board's dissolution.

Board Member Kelly moved to recommend to staff to dissolve the Heritage Conservancy Board. Board Member McGuinness seconded. Chairperson Meinke amended the motion to read: move to recommend to the Town Council to dissolve the Heritage Conservancy Board. Board Member Kelly and Board Member McGuinness agreed to the amendment. The motion passed unanimously.

Staff is also considering there may be areas where the Town might desire having an Advisory Board that deals with historic preservation issues. If, as this new structure moves forward, it becomes apparent that we could use an Advisory Board with a more defined and narrower scope than the original HCB, we can look at amending the Town Code to create such a structure.

Isabelle Erickson commended Museum Board and Council for making the transition.

Councilmember Regner moved to approve Ordinance, #336, An Ordinance of the Town Of Clarkdale, Arizona, deleting Chapter 17, Section 5, Boards and Commissions – Heritage Conservancy Board, of the Code of the Town of Clarkdale, Repealing Conflicting Ordinances and Providing for Severability. Motion seconded by Councilmember Williams. Motion approved unanimously.

FUTURE AGENDA ITEMS - Listing of items to be placed on a future council agenda – Town Manager Mabery reported to the Council that a special meeting had been called for August 16th at 3:00 p.m. instead of August 23rd.

ADJOURNMENT at 6:43 p.m.

APPROVED:

Richard Dehnert
Richard Dehnert, Vice Mayor

ATTESTED/SUBMITTED:

Kathy Bainbridge
Kathy Bainbridge, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 9th day of August, 2011. I further certify that meeting was duly called and held and that a quorum was present.

Dated this 14 day of September, 2011

SEAL

Kathy Bainbridge
Kathy Bainbridge, Town Clerk