

**Minutes of a Special Session of the Common Council of the Town of Clarkdale  
Held on Tuesday, March 15, 2012**

A Special Meeting of the Common Council of the Town of Clarkdale was held on Thursday, March 15, 2012 at 1:00 P.M. in the Community Room of the Administration Building, 39 N. Ninth Street, Clarkdale, Arizona.

**CALL TO ORDER** – Meeting was called to order at 1:00 P.M. by Mayor Von Gausig.

Town Council:

Mayor Doug Von Gausig

Vice Mayor Richard Dehnert

Councilmember Patricia Williams - absent

Councilmember Curtiss Bohall

Councilmember Bill Regner

Town Staff:

Town Manager Gayle Mabery

Town Clerk/Finance Director Kathy Bainbridge

Community Services Director Janet Perry

Community Development/Economic Director Jodie Filardo

Public Safety Director John Wintersteen

Utilities Director Wayne Debrosky

**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.

**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 February 14, 2012.
- B. **Claims** - List of specific expenditures made by the Town during the previous month. February, 2012 check log and PPE dated 2-11-12 and 2-25-12.
- C. **“Welcome Home Vietnam Veterans Day” Proclamation** - Approval of a proclamation setting March 30, 2012 as Welcome Home Vietnam Veterans Day in Clarkdale.
- D. **Cooperative Purchasing Agreement between the Town of Clarkdale and Felix Construction Company for the construction of the Town’s Wastewater Treatment Plant (WWTP)** – Approval of purchasing agreement with Felix Construction Company which acts as an addendum to the Job Order Contract between the City of Peoria and Felix Construction Company for materials and services regarding construction of the

wastewater treatment plant.

- E. A Resolution of the Common Council of the Town of Clarkdale, Arizona, pertaining to the submission of projects for consideration in Arizona's 2013 Highway Safety Plan** – Approval of Resolution #1391, pertaining to the submission of a Clarkdale Police Department DUI Grant Proposal for FY 2013 through the Governor's Office of Highway Safety (GOHS) in the amount of \$6,511.00.
- F. Agreement for Professional Services with Lyon Engineering to design the Main Street and Broadway Roundabout** – Approval of a professional services agreement with Lyon Engineering for the design of the roundabout improvement plan for Broadway and Main Street in Clarkdale.
- G. Intergovernmental Agreement (IGA) between Town of Clarkdale and the Arizona State Parks Board** – Approval of an IGA regarding the development of the “Verde River @ Clarkdale” project.

Items D and G were pulled by Vice Mayor Dehnert and Mayor Von Gausig.

Councilmember Bohall moved to accept the Consent Agenda Items A, B, C, E, & F as presented. Vice Mayor Dehnert seconded the motion. Motion was approved unanimously.

- D. Cooperative Purchasing Agreement between the Town of Clarkdale and Felix Construction Company for the construction of the Town's Wastewater Treatment Plant (WWTP)** – Approval of purchasing agreement with Felix Construction Company which acts as an addendum to the Job Order Contract between the City of Peoria and Felix Construction Company for materials and services regarding construction of the wastewater treatment plant.

Felix Construction is the prime contractor for the Town of Clarkdale WWTP project and is working for the Town under a Job Order Contract (JOC) with Peoria.

This Cooperative Purchasing Agreement between the Town of Clarkdale and Felix Construction Company is an addendum to the JOC between the City of Peoria and Felix Construction Company. The Town and the Contractor desire to enter into this Agreement for the purpose of acknowledging a cooperative contractual relationship under the Peoria Contract, establishing the terms and conditions by which the Contractor may provide the Town with job order construction contracting materials and services as set forth in Section 3, and setting the maximum aggregate amount to be expended pursuant to this Agreement related to the Materials and Services.

Vice Mayor Dehnert moved to accept the Consent Agenda Items “D” - the Cooperative Purchasing Agreement between the Town of Clarkdale and Felix Construction Company for an amount not to exceed \$ 3,500,000. Councilmember Bohall seconded the motion. Motion was approved unanimously.

- G. Intergovernmental Agreement (IGA) between Town of Clarkdale and the Arizona State Parks Board** – Approval of an IGA regarding the development of the “Verde River @ Clarkdale” project.

In order to move forward with the Heritage Fund Public Access project to expand access to the Verde River for mobility-challenged individuals, site control of the three parcels owned by Arizona State Parks is required. The specific parcel numbers are as follows: 400-07-001A, 400-07-003H, and 400-07-004C. The Heritage Fund grant award the Town is working to secure is \$40,500.

The purpose of the IGA is to cooperatively manage and operate the site in question to develop enhanced public river access. Both the Town and the Arizona State Parks Board will work together to accomplish this end. The Town will provide for staffing, operation, and routine maintenance of improvements made by the Town to the site.

The following highlights are included in the current version of the proposed IGA.

1. Creates a river access point named "Tuzigoot River Access Point" based on the Verde River @ Clarkdale meeting of stakeholders held on February 16, 2012 in the Men's Lounge.
2. Provides for an automatically renewable lease with the option for either party to terminate the agreement with 180-days prior written notice
3. Provides for approval of improvements by the Arizona State Parks Board's Chief of Development.
4. Obligates the Town to staffing, operation, and routine maintenance costs of the improvements and to keeping the improvements in good repair. NOTE: The first improvements planned for the site are minimal and include driveway improvements and trail improvements for ADA accessibility for the trail near the river.
5. Obligates the Town to paying all utility costs for improvements made and for operation of the facilities. NOTE: For the first phase of improvements, no utilities are planned.
6. Permits the Town to enter into agreements with third parties to provide concessions or other visitor services both as professional services and for special events.
7. Provides for any permanent structures built by the Town to become the property of Arizona State Parks Board upon expiration or termination of the IGA.

Councilmember Regner moved to accept Consent Agenda Items "G" - Intergovernmental Agreement (IGA) between Town of Clarkdale and the Arizona State Parks Board regarding the development of the "Verde River @ Clarkdale" project. Vice Mayor Dehnert seconded the motion. Motion was approved unanimously.

## **NEW BUSINESS**

**2012 STRATEGIC PLANNING SESSION** – The Town Council, Town Manager and Department Heads will engage in their annual Strategic Planning Session.

The Clarkdale Town Council, Town Manager and Department Heads met for their annual Strategic Planning workshop on March 15<sup>th</sup>, and this year's session had a targeted theme: Ensuring Financial Sustainability for the Town of Clarkdale.

As background for the meeting, the participants reviewed the Government Finance Officers Association's "Stages of Financial Recovery", and the three stages of financial recovery – Bridging, Reforming and Transforming. Clarkdale's Bridging phase began with the

implementation of retrenchment tactics in late-2007 and continued through 2011 while revenues continued to decline through the economic downturn.

Clarkdale now considers itself to be in the Reforming and Transforming phases. As part of the Reform phase, the Clarkdale Town Council adopted a strategic vision and mission in 2011, which was a critical step on the path towards financial sustainability. The adopted vision and mission set the platform for the 2012 Strategic Planning session to focus on the development of long-term financial goals and strategies. Development and implementation of these goals and strategies will help the Town be not only financially sustainable, but resilient and adaptable in the face of the new economic reality.

The focus of the discussion during the 2012 Strategic Planning session spanned a period from 1 to 5 years, and the Clarkdale Town Council identified the following three priority focus areas:

- Workforce/Human Capital
- Deferred Maintenance
- Economic Development

In their discussion relating to Workforce/Human Capital, the Council identified the importance of delivering the level and quality of services that Clarkdale residents need, want and expect, and the necessity of a quality Town staff to do so. They spoke to the need for Clarkdale to offer competitive salaries and benefits in order to retain and attract a qualified and experienced workforce. They also noted their desire to restore the 10% reduction in pay/hours that was implemented in January 2009 as soon as financially possible.

The importance of the Town's capital assets was the subject of much discussion during the session. Throughout the downturn in the economy, the Town had to defer routine maintenance on facilities and infrastructure due to severely reduced revenue. Capital improvement projects that did not have an outside source of funding (such as grants or reserved capital funds) were suspended. The Council made clear that maintaining the Town's capital was a high priority, and the first area of focus should be to remedy issues that have resulted from deferred maintenance. In the longer term, Clarkdale should focus on factoring in the true cost of our capital into our asset management practices and maximize the productivity of the assets that we do have.

The Council reaffirmed their support for the Town of Clarkdale to continue to focus on Economic Development, and noted that the 2011 establishment of the Town's first Economic Development Director was an important step in that process. While there is forward momentum on the economic development front in Clarkdale, the Council felt strongly that another important early step is to define economic development in Clarkdale in a way that is broadly supported by the community. The Council expects that this will take place through the Focused Future II process that is currently underway and should be complete by the end of 2012.

The goals that were identified by the Town Council as key to work towards as part of financial sustainability for Clarkdale, were as follows:

- Goal #1      Attract and Retain Valued Employees
- Goal #2      Maintain the Value of our Capital
- Goal #3      Define Economic Development for Clarkdale

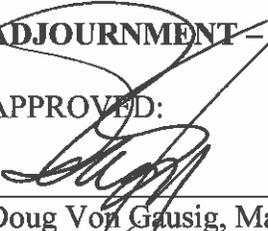
- Goal #4 Establish and Maintain an Unreserved Fund Balance (Contingency Fund) in the General Fund
- Goal #5 Maximize Productivity of Current Assets (Verde River @ Clarkdale, Clark Memorial Clubhouse, Historic District, etc.)
- Goal #6 Ensure That New Development Does Not Create a Financial Burden on the Current Citizens
- Goal #7 Factor True Costs Into Asset Management Practices (Deferred Maintenance and Depreciation)
- Goal #8 Protect the Natural, Cultural and Historic Environment of Clarkdale

**FUTURE AGENDA ITEMS** - Listing of items to be placed on a future council agenda.

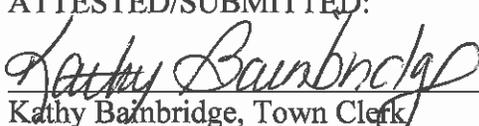
Persons with a disability may request reasonable accommodations by contacting the Town Hall at 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.

~~ADJOURNMENT~~ - with no further business, Mayor adjourned the meeting at 6:30 P.M.

APPROVED:

  
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Doug Von Gausig, Mayor

ATTESTED/SUBMITTED:

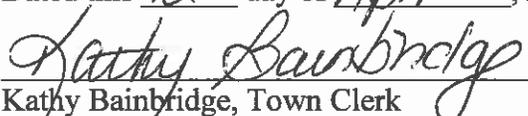
  
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Kathy Bainbridge, Town Clerk

**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 15<sup>th</sup> day of March, 2012. I further certify that meeting was duly called and held and that a quorum was present.

Dated this 12 day of Apr, 2012

SEAL

  
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Kathy Bainbridge, Town Clerk