

**Minutes of a Regular Session of the Common Council of the Town of Clarkdale
Held on Tuesday, April 10, 2012**

A Regular Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, April 10, 2012, at 6:00 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 6:00 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/Financial Director Kathy Bainbridge
Community Development Economic Director Jodie Filardo
Community Services/Human Resources Director Janet Perry
Interim Public Safety Director John Wintersteen
Utilities Director Wayne Debrosky
Utilities/Public Works Administrative Supervisor Ellen Yates
Senior Planner Beth Escobar
Police Aide Debra LaFrance
Administrative Assistant Mary Ellen Dunn

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.

Robyn Prud'homme-Bauer read a congratulatory letter from the Arizona Centennial Commission and its Arizona Centennial 2012 Foundation informing her that the Town of Clarkdale's Old Fashioned 4th of July event has been sanctioned and has formally received official status designation. Robyn will be coordinating with Dawn Norman, the Town's Community Services Supervisor, for this July 4th event.

REPORTS

Mayor's Report -

March 28, 2012 Met with new Red Rock News/Journal Extra journalist, Jeff Wood, to discuss general topics.

March 29, 2012 Met with Doug McMillan who is working with the Upper Verde River Watershed Protection Coalition on large scale macro rainwater harvesting project

March 31, 2012 Gave talk regarding local government and public engagement to the Flinn Brown Civic Leadership Academy.

April 2, 2012 Met with Lee Feliciano regarding public financing of solar infrastructures.

April 5, 2012 Participated in conference call with organizers of new 1% sales tax initiative which will come before the voters. The initiative would exist in perpetuity and leave no room for shared revenue distributions. There was discussion regarding the importance of engaging the cities and towns in the process. The League of Cities and Towns have not made a move for or against the initiative, but generally not in favor.

Attended a meeting with the Technical Working Group for the Bureau of Reclamation Study/Central Yavapai Highlands Water Resources Management Study regarding future water resources, development, and conservation.

In the last month, received several citizen phone calls regarding cooling towers at Yavapai College and concern of water usage amount. Data on cooling towers will be sent by Yavapai College which will show a usage in a range of 1000 gallons of water per day. Discussion will follow regarding this usage.

April 9, 2012 Participated in legislative update call-in.

April 12, 2012 Spoke with two citizens regarding recycling issues and concerns regarding Patriot's offer to Cottonwood citizens which is much less than the amount that Clarkdale citizens are paying. The pricing was explained by Jay from Patriot who stated that the offer was introductory and would only last a short time.

Arizona Supreme Court decision was handed down this week regarding legality of precinct elections. Supreme Court said that chartered cities are protected by their charter which supersedes state law in matters of local interest. Unchartered cities and towns are still subject to state laws. The LACT will be reviewing this decision and how unchartered cities and towns can be better protected.

Vice-Mayor's Report –

April 4, 2012 Participated in Focus Future II Action Team meeting. Discussed need for definition for economic development in Clarkdale and hope to come up with a definition that is specific to Clarkdale, stressing education, environment and sustainability, history and cultural values of Clarkdale, historic town facilities, recreational opportunities, encouragement of tourism. Next item on that agenda will be an economic development mini summit April 27, 2012 from 9:30 a.m. to noon in the Men's Lounge.

Councilmember Regner's Report –

Thanked Robyn Prud'homme-Bauer for her service and performance as Chair of VVREO.

May 5, 2012 Yavapai College will host a "Plant a Vine Day" from 8 a.m. – 5 p.m. at the

College. The goal is to plant 3000 vines on 3 acres in that time by nine crews of community volunteers. Clarkdale has received a challenge from Camp Verde.

Town Manager's Report –

April 11, 2012 Issued a press release this afternoon after receiving a letter of resignation from Councilmember Pat Williams effective April 24, 2012. From 2 – 3 p.m. on that day there will be an open house so the community will have an opportunity to visit with her. On that Council meeting there will be an agenda item addressing this

Centennial Event – Lisa Schnebly Heidinger gave a talk about Arizona and did a book signing for her book on the Arizona Centennial – one of her books has been purchased to put in our time capsule.

April 27, 2012 The Walton Family Foundation is holding annual retreat in the Verde Valley.

April 28, 2012 from 9:30 a.m. – 5 p.m. a Centennial Event Grande Fiesta.

April 29, 2012 The 10/12 Lounge and Main Street Café are co-sponsoring the Stars and Stripes Bike Run to raise money to replace and purchase 26 flags on Main Street.

May 4, 2012 There will be a preview Concert in the Park sponsored by people renting the clubhouse for their 3-day Contra Dance Event. The band is Elixir.

May 4, 5, and 6, 2012 a group is renting the entire clubhouse and much of our complex for contra dance event.

Patriot Disposal – late last week Patriot contacted the town and informed of glass recycling service that will be provided. The next Small Talk will discuss this and that will be distributed to the town water customers.

Organizational Reports – Reports regarding regional organizations.

CAT – Cottonwood Area Transit: Councilmember Bohall that July 1 will be reverting back to the CAT entity from NAIPTA.

VVTPO –Verde Valley Transportation Planning Organization & other transportation affiliations: Councilmember Bohall reported that Linda Norman, Councilperson from Cottonwood is the new chairperson. The transportation bill is still unresolved in legislature.

VVLP – Verde Valley Land Preservation – no report.

NACOG - Northern Arizona Council of Governments - no report.

NAMWUA - Northern Arizona Municipal Water Users Association - no report.

VRBP – Verde River Basin Partnership - no report.

WAC - Yavapai County Water Advisory Committee - no meeting but had one important event which was the resignation of Lloyd Burnett and will need to choose someone from this side of the mountain.

VVREO – Verde Valley Regional Economic Organization – Councilmember Regner reported there was a Board Meeting on April 6. They are planning their First Annual Speakers Series for mid-September. There was a review of the results of the survey conducted by Lori Weigel and funded by the Nature Conservancy. An agreement with the USDA revolving loan fund was reached to receive \$200,000 from USDA.

The Verde Valley Wine Consortium announced award of grant from Arizona Commerce Authority in amount of \$124,000 for the improvement and expansion of the viticulture industry in the Verde Valley.

The Verde Valley AG Coalition elected new officers. Jodie Filardo is new chair elect.

YCL – A report from the Yavapai College Liaison – Councilmember Regner reported that Greater Verde Valley chapter meeting met this week. Yavapai College Foundation encourages anyone to participate in adding a legacy gift to the Foundation.

May 5th is the Plant-A-Vine event and challenge. Looking for sponsors for that event.

April 9th attended the Second Annual Donor Scholarship Recipient Luncheon. There were 18 scholarship donors and 18 scholarship recipients were honored.

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 Special Meeting March 15, 2012 and Regular Meeting held March 27, 2012.
- B. Claims** - List of specific expenditures made by the Town during the previous month. March, 2012 check log and PPE dated March 10, 2012 and March 24, 2012.
- 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 meeting March 28, 2012
 - Design Review Board Notice of Cancellation of meeting March 7, 2012
 - Planning Commission minutes of the meeting held March 20, 2012
 - General Plan Update Committee Notice of Cancellation of meeting March 19, 2012
 - Library Advisory Board minutes of the meeting held March 1, 2012
 - Parks and Recreation Committee minutes of the meeting held February 8, 2012

Councilmember Bohall moved to approve Consent Agenda Items A – C as presented. Vice Mayor Dehnert seconded the motion. Motion was approved unanimously.

NEW BUSINESS

CATHOLIC CHARITIES PRESENTATION – A presentation from Catholic Charities regarding administration of a financial aid fund to assist with utility payments for residents experiencing financial hardships.

The Utilities Department is requesting that the Town of Clarkdale set up a Financial Aid Fund to assist with utility payments for residents experiencing financial hardships. We are considering sub-contracting with Catholic Charities to administer and manage this fund.

This presentation is to provide additional information to the Council on the process & procedures Catholic Charities provides in administering these types of funds. The presentation will be followed by a question and answer period.

Ellen Yates introduced Carol Quasula from Catholic Charities (Program Director) who presented information on their community services program which provides utilities assistance. She reported that Catholic Charities has been providing services to citizens of Cottonwood for a 5% administrative fee. Cottonwood has criteria of being a low water usage customer which was defined as a customer who used a maximum of 75 gallons per person per day but was increased to 100 gallons because it is more in line with national water usage numbers. Customers are referred through the local water company. Customer applications are vetted for income level and water usage and assistance is provided in the amount of the bill only. They can return for services but need to re-qualify. Catholic Charities has just learned that federal funds will be decreased by 50% this coming year. Financial education is a basis for many of their programs and will be required if repeat assistance is needed. Catholic Charities has a new database that will monitor and manage all funding sources from which they will be able to pull data.

Mayor asked how much money would be expected from Clarkdale. Carol explained that most of the funds provided by Cottonwood for their citizens are spent by year's end and their contract is for \$10,000. She would expect that Clarkdale's contribution for its citizens would be closer to \$5,000 plus \$500 for the administrative fee. These funds are not disbursed all at once but rather throughout the year. Federal monies, when available would be used first during May through October each year before using local funds. Citizens must use evaporative cooling rather than air conditioning units to qualify.

Vice Mayor Dehnert asked how many Clarkdale residents are currently seeking help with water and Carol answered that there were 54 since 2008. It is estimated that about 18 clients per week this year will require general utility assistance countywide at an average of about \$640 per household.

Councilmember Regner asked for clarification - if assistance is limited to the three summer months per year and only those customers who use evaporative cooling which Carol confirmed. Repeat assistance is available if the customer qualifies. Customers qualify for a specific dollar amount each year. The initial assistance would be up to amount of bill only. If a customer comes back later in the year, any balance left could be used if he or she qualifies. If a customer comes back a second time they receive the required financial education classes. It was further explained that usage training/financial educational does not come out of 5% administrative charge. Administration of program is the only cause for the 5% charge.

Town Manager Mabery stated that funds dedicated for program would come out of the water fund.

Mayor stated that it might be better for Clarkdale if the funds could be spread out a bit instead of one lump sum. Carol will compile figures on what has been spent on Clarkdale customers in past 5 – 8 years and how many are repeat applicants.

This item is scheduled as a presentation only, and no official action is necessary from the council.

POLICE DEPARTMENT TRAFFIC, CRIME AND WORKLOAD STATISTIC MONTHLY REPORTS – Discussion and consideration of the 2011 Annual Report along with the 2012 Police Department monthly reports.

The Police Department has revised the process, definitions and other factors involved in collecting and reporting statistics related to traffic, crime and workload in order to make them more useful as a management tool, and to make the monthly and annual reports to the Council and the public more representative of the activities of the police department.

The new report serves as a transition:

- From the alphabetical report in use by the Police Department for many years,
- To a tool useful immediately for managing the resources provided to the Police Department, and,
- Eventually to the new national standard Data-Driven Approaches to Crime and Traffic Safety (DDACTS).

A short PowerPoint briefing was given at the Town Council meeting and an opportunity for the Mayor and Council to provide guidance on traffic, crime and workload statistics they wish to see as well as to have questions answered.

Interim Public Safety Director Wintersteen presented information about crime statistics and reporting. New report highlights statistics by category and importance. Old reports did not accurately or clearly reflect the data. Current system will allow the department and the Town to make the best use of the manpower available. It will highlight data by category and importance and will also note level of effort by officers. The new statistical report is patterned to imitate state statistics.

Director Wintersteen noted that the statistics show that Clarkdale is a quiet community that takes care of itself that doesn't tolerate aberrant criminal behavior; there is some population at upper end of age scale that don't contribute usually to crime statistics; and that the Clarkdale Police Department is doing a great job.

In redoing how our statistics are generated, traffic was considered first in how people's lives are affected and for longer duration. "Level of effort" areas: if you can drive crime down and focus on certain areas, the department is more effective.

Vice Mayor Dehnert asked how to eliminate an incorrect public perception, i.e., some business owners/citizens believe that Broadway is a speed trap. The response was that in last 27 months

there have been approximately 27 traffic stops on Broadway. The new statistical reports illustrate the correct figures.

Director Wintersteen requested input from council before he puts it on website and gives to media.

Town Manager Mabery remarked that the new reports and reporting methods are not only helpful to read but also helpful to the department for statistical information. Mayor and Councilmembers appreciate and like new reporting. Vice Mayor Dehnert voiced appreciation on how Director Wintersteen has professionalized the operation and how he has embraced the character of the town. Mayor requested that new Police Chief receives the background and training on this reporting system.

Councilmember Bohall moved to approve the 2011 Annual Report along with the January, February and March 2012 Police Department monthly reports. Councilmember Regner seconded the motion. The motion was approved unanimously.

CLARK MEMORIAL CLUBHOUSE CENTENNIAL PARK DESIGN – Discussion and consideration of a landscaping design for the area in front of the Clark Memorial Clubhouse as a demonstration of rainwater harvesting and permaculture and as a showcase garden of native and low-water-use plants.

Over the past year, Town staff has worked with Chris Anderson, a local permaculture expert, on a landscaping design for the area in front of the Clark Memorial Clubhouse as a demonstration of rainwater harvesting and permaculture and as a showcase garden of native and low-water-use plants. This project is under the auspices of the Sustainable Clarkdale banner highlighting stewardship of our water resources, and as such is being funded in part through the Town's grant from the Walton Family Foundation. The purpose of the project is to create a welcoming and educational public gathering space in front of the Clubhouse, and our hope is to complete this project in time to inaugurate it as part of the Town's centennial celebration.

The project will transform the area in front of the Clark Memorial Clubhouse from a dusty collection of weeds into a beautiful educational space while enhancing the historic buildings of the Town Complex. As such, the project design envisions a twenty-four foot by 35 foot focal point with seating and pathways similar in structure to those of Town Park, a series of berms and catchments, and lush plantings ranging from native or adaptive trees to shrubs and to native or adaptive perennials.

To accomplish this design, a rainwater harvesting system complete with storage tanks, swales, sculpted and terraced planting areas and catchments will be built to capture water from the parking lot and from rooftops and retain water for use in the garden. Surplus water will be stored in tanks to be installed on the site and pumped into the irrigation system as water is needed. In addition, a switchable drip irrigation system will be installed as a secondary water source to be used in the first couple years enabling plants to acclimate to the site, as a backup in times of drought, and to protect the investment in the landscape. Furthermore, plans include the additions of benches to the landscape which will be installed as funding becomes available. Signage will be considered under a separate project.

To accomplish the earth work, contractors will be sourced locally and supervised by Town staff working with Chris Anderson. The constructed catchments will be dug to a depth of 24 inches and then filled with a mulching mixture to aid in water retention for a finished depth of approximately 18 inches. The flow of water will move from catchment to catchment using gravity and a series of swales built for the purpose. Each catchment basin will be located one to two feet from sidewalks for safety reasons and will be capped with river rocks (from the collection located at the wastewater treatment plant). Based on availability, plants will be sourced first from suppliers in Clarkdale and then within the Verde Valley. As such, the design is predicated on that availability. Necessary substitutions as a joint decision between staff and the designer may be made within the native and adaptive plant palette dependent upon the local plant inventory with the goal to maintain the overall targeted design look and feel.

In analyzing and working with the plan, staff and a local botanist provided feedback on the design and the plant list. As a result, the plan was adjusted and resulted in the design now before Council. However, there are a few remaining topics on which Council direction is sought in order to finalize the design.

Specific items for Council consideration:

1. **Town of Clarkdale plants list.** Included in your packet is the current plants list incorporating Clarkdale native and adaptive shrubs, bushes, cacti, succulents and trees. As staff and the designer worked together on plant selections, we realized there are several other possible additions to the list, especially in the perennials and ground cover category not represented on the list at all. In particular, the Tonto Basin Agave – the signature plant of the Clarkdale Sustainability Park is not included on the list, and flowers such as penstemons, primroses, and desert marigolds for example, which are low-water use plants providing seasonal color and visual interest to the garden are not included. Staff requests Council's consideration of the addition of the Tonto Basin Agave plus native and adaptive perennials and groundcover to the design.
2. **Use of grass versus artificial turf or hardscape** on the pathways in and around the plaza seating area. In contemplating the surface of the plaza and the incoming pathways, blue grama grass is proposed by the designer as a low-water, low-maintenance option needing infrequent watering (about once every two to three weeks) and mowing about once a month or less. Installation of this lawn is estimated to cost \$1,300. In response to this suggestion, staff requested an estimate of the expense of installing artificial turf which came in at approximately \$7,000. Ongoing maintenance of these options differs with the real grass anticipated to require more routine and ongoing maintenance, and there are no staffing additions planned in the upcoming budget for maintenance of this area. Council's preference for grass or artificial turf is sought.
3. **Plants as food.** As part of a permaculture installation, the designer recommends installation of several plants and bushes serving as wildlife food sources such as coffeeberry or common chokeberry. After thinking this over and in consideration of the preservation of the investment in plants, staff requests Council consider the tradeoff between inviting interactions with local wildlife into the garden with plantings that serve as food sources versus planting other non-fruiting plants from the plant list. Staff does recommend the use of animal deterring plants such as the creosote bush and snakeweed to minimize negative animal impacts. These plants are presently included in the design. Direction is sought on Council's preference for or against food-bearing plants.
4. **Western Redbuds.** There are presently two western redbud trees planted along the sidewalks in an area targeted to be excavated. These trees are not native and are not

thriving due to lack of water. Staff seeks direction on whether or not Council would like the design to include the replacement of these two trees (and the addition of one more in an aesthetically-pleasing location) as these trees look lovely in the spring blooming season and will maintain a spring garden feature or whether the trees should be removed and replaced with another native or adaptive tree from the plants list.

Following Council's direction on the above items, staff is poised to proceed. The next steps will be as follows: completing earth works, irrigation systems installation, and plants ordering and installation.

Jodie Filardo presented plans for Centennial Plaza and introduced Chris Anderson who will describe the plans through a power point presentation.

The discussion began with rainwater tanks, their locations, and amounts and sites of capture. Chris stated that the establishment period for plants would need more water but the plan is for drought-tolerant planting. The main plant types would mainly be plants that are native to the area. Chris recommended blue grama grass for the central gathering area which requires watering approximately one time per month. He mentioned that this would also be a good place to plant the time capsule and could possibly be a community stage for weddings, music, etc., a multi-purpose site that would be a resource for the town. Mayor stated that he wants this to be an educational experience for citizens and illustrate how they might have a nice looking landscape that doesn't take much water use. If the plants are in appropriate zones virtually no water would be needed.

Director Filardo noted that there were a few areas in which direction from Council was sought and those areas as well as Council direction are as follows:

- 1) There are no native flowers or ground covers on plant list even though they would be used in the plan. They are asking the Council to approve native or adaptive flowers. Mayor stated that the intent of Council was that plants and flowers only be ones that are native to the Verde Valley and not adaptive. Vice Mayor Dehnert liked the idea of native plants that bloom throughout the year providing a variety of color.
- 2) Council direction is sought regarding preference of grama grass versus Astroturf. One disadvantage of the artificial turf is that it can stain. The Public Works Superintendent is more concerned with grass maintenance costs than maintenance of garden areas and prefers artificial turf. Jodie provided samples of artificial turf with varieties of denseness. One disadvantage of artificial turf is that it can stain. The area that needs to be covered is an 840 – 1000 square foot spot. Blue grama grass could be converted to artificial turf later if necessary. Artificial turf must be replaced about every 20 years. Council expressed a preference for grama grass.
- 3) Another area requiring direction was whether we want to provide in the landscape plants as food for wildlife. There was further discussion about the possibility of including herbs and plants as medicine. The Council's opinion was that as long as the plants are native they are acceptable.

- 4) Finally, direction was requested for use or disposal of the existing red buds. Because they are in the excavating area they will come out anyway, but the question of whether they should be included elsewhere and replaced or not have them at all was addressed. It was suggested that they may be given to someone else. These plants are not very healthy so Chris stated he doesn't know how they would do during transplantation. Council stated that these plants don't fit the theme so the preference would be not to keep them in the plan.

The goal is to have project done by the Centennial Celebration. The Walton Family Foundation funds need to be spent by end of this fiscal year. Signage and benches are not in the budget right now so the project would be an evolving one. Councilmember Regner suggested an 'adopt a bench' program.

FISCAL YEAR 2011-2012 BUDGET UPDATE – A work session to discuss the third quarter of the **2011-2012** FY budget.

Kathy Bainbridge presented power point information on the 3rd quarter budget.

Street fund revenues are at about 74%, or without designated funds factored in, 35%. The expenditures have remaining funds left or can be carried over for next year.

Wastewater revenues are at approximately 73%. The expenditures are cautious figures and come in at about 65%.

Sanitation funds are at about 77% and the expenditures are at 67%.

Water fund revenues show user fees at one month behind so we are at approximately 67% and total revenue is at about 64%. The expenditures are at about 59%. There will be a carryover for next year. The last three years' figures show that the current numbers are consistent.

Cemetery revenues are at about 67% and expenditures are at 80%. There is no longer a volunteer for the cemetery so Town funds are being used. The revenue is under the expenses by \$5,291.47.

General Fund revenues are at 68%. The comparison for the last three years shows increases in local and county and a decrease from 2009.

Tax revenues are consistent with third quarter expectations.

General fund expenditures are pretty typical at about 70%.

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

ADJOURNMENT – with no further business, Mayor adjourned the meeting at 9:09 P.M.

APPROVED:

ATTESTED/SUBMITTED:

Doug Von Gausig, Mayor

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 10th day of April, 2012. I further certify that meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 2012.

SEAL

Kathy Bainbridge, Town Clerk