

**Minutes of a Regular Session of the Common Council of the Town of Clarkdale
Held on Tuesday, May 13, 2014**

A Regular Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, May 13, 2014, 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 6:08 P.M. by Mayor Von Gausig.

Town Council:

Mayor Doug Von Gausig
Vice Mayor Richard Dehnert
Councilmember Rennie Radoccia

Councilmember Bill Regner
Councilmember Curtiss Bohall

Town Staff:

Town Manager Gayle Mabery
Town Clerk/Finance Director Kathy Bainbridge
Finance Supervisor Kathy Cwiok
Community Services/Human Resources Director Janet Perry
Town Magistrate Ron Ramsey
Community Services Supervisor Dawn Norman
Police Chief Randy Taylor
Sergeant William Relyea
Utilities/Public Works Director Wayne Debrosky
Deputy Clerk 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.

There was no public comment.

1. REPORTS

Current Events – A brief summary of current events. The Council will not propose, discuss, deliberate or take legal action on any matter in the summary.

Mayor's Report:

- April 9 - 11, 2014 – Went to Grand Junction, CO with other civic leaders to view String of Pearls project
- April 12, 2014 – Groomed the river for the Poker Run event
- April 15, 2014 – Participated in Verde River Valley Nature Organization's executive director interviews

- April 16, 2014 – Attended WAC meeting
- April 17, 2014 – Lunch with Vice Mayor Dehnert and Rotary Club/Student Ambassadors and Students of the Month
- April 19, 2014 – Helped with the 1st Annual Verde River Poker Run
- April 22, 2014 – Lunch with John Graham (professor at NAU) and Chelsea Silva (graduate student) regarding Town projects surrounding water resource management, etc.
- April 23, 2014 – Attended Water Resource Management Working Group
- April 24, 2014 – Attended Verde Valley Birding and Nature Festival – Verde River Kayak Birding trip
- April 25, 2014 – Attended Verde Valley Birding and Nature Festival – TapcoRAP walking birding trip
- April 29, 2014 – Met with Steve Pawlowski (Sierra Club) at Lower Tapco – “River Sentinels” doing water quality studies on the Verde; Attended String of Pearls working group (Verde Front leaders council); Attended Verde River Basin Partnership quarterly meeting
- May 1, 2014 – Attended Arizona Navigable Stream Adjudication Committee (ANSAC) meeting – group is trying to determine if the Verde River is a navigable stream which could be regulated by the federal government
- May 5, 2014 – Met with Scott Buckley (candidate for 2-year council term)
- May 8, 2014 – Met with Verde River @ Clarkdale Master planning meeting facilitator to discuss forum
- May 9, 2014 – Attended Verde River Visioning workshop
- May 10, 2014 – Went on the river with Felicia Rotellini (candidate for Arizona Attorney General) and Councilmember Regner
- May 12, 2014 – Met with Scott Buckley to discuss status of developments in Clarkdale

Vice-Mayor’s Report

- Attended NACOG meeting
- New Spectrum Health Care - instructing mental health first aid classes – participated in training over 200 people around Yavapai County

Councilmember Bohall’s Report

- May 7th – Attended first Public Safety Personnel Retirement meeting as new Chair
- May 8th – Attended ADOT presentation in Flagstaff
- May 9th – Attended Verde River planning and RAP site tour

Councilmember Regner’s Report

- Attended various meetings with Friends of Southwest Wine Center
- Volunteered at Plant-a-Vine on May 3rd at Yavapai College
- April 19th - volunteered at First Annual Verde River Poker Run
- Attended VVREO’s forum on Workforce and Education on April 22nd

- Attended Arizona Office of Tourism Regional Workshop April 29th – 30th
- May 9th - attended Floating Ideas for the Verde River conference
- Participated in float trip with Felicia Rotellini and Mayor Von Gausig

Councilmember Radoccia's Report

- Attended Plant-a-Vine at Yavapai College on May 3rd

Town Manager's Report

- This Friday (May 16th) is the first Concert in the Park - "Notorious" is the featured band from AZ We Dance. That group brings 300 contra dancers to Clarkdale Clubhouse – will generate a lot of business for the Town of Clarkdale
- May 22nd – Intergovernmental Meeting in Sedona
- May 26th – Town offices closed for Memorial Day
- May 27th – Special Council meeting (tentative)
- June 12th - Followup to Verde River at Clarkdale master planning meeting
- June 14th - Concert in the Park 7 – 9 p.m.: 2 Gs and a C Note
- June 18th - shooting for ribbon cutting for Lower Tapco; this will be a "soft opening"; anticipate big crowd there for July 4th celebration; new sign at Tapco RAP will be unveiled when open for public

Organizational Reports – Reports regarding regional organizations.

CAT/ VVTPO – Cottonwood Area Transit and the Verde Valley Transportation Planning Organization & other transportation affiliations. Councilmember Bohall:

- No meeting. Yavapai Nation bus is running. Attended ADOT presentation in Flagstaff – Highlight: plan is 20-year, \$20 billion plan for corridors through the state but no discussion of how it would be funded.

NACOG - Northern Arizona Council of Governments. Vice Mayor Dehnert:

April 24, 2014 Regional Council meeting –

- Chris Fetzer reported the FY 15 Economic Development District and Rural Transportation Liaison assessment invoices have been distributed to local member communities;
- Headstart will have funding restored from sequester plus an added 1.3% for cost of living adjustments; return to full-day services; many enrollment slots will be restored

- Economic Development Council Report – FY 15 officers are Kevin Burke, Chair; Karalea Cox, Vice-Chair; Jodie Filard, Chair-at-large; development of new strategies document is underway
- Community Development Block Grant Report – funding cuts for CDBG funds seem to have bottomed out – less than 1% off from 2013 although last five years have seen almost 50% in cuts; applications will include Clarkdale's of \$213,693 for Town Hall complex ADA upgrades, \$28,000 for the VV Senior Center ramada and \$25,000 for administration
- Area Agency for Aging – restorative funding has not been added by the State for cuts made; vacancies on advisory council; Older Americans Act funding was increased by \$171,000
- Rural Transportation Advocacy Council report – diversions from HURF funds decreased this year from \$126 million to \$81 million

NAMWUA - Northern Arizona Municipal Water Users Association. Councilmember Radoccia:

- Topic was about water shortages and how to mitigate.

VRBP – Verde River Basin Partnership. Mayor Von Gausig:

- Peter Culp (water attorney) – gave talk on future of Colorado Basin and climate change/variability

VVLP – Verde Valley Land Preservation. Councilmember Radoccia

- Attended Verde meeting - Board approved \$500 grant to Cottonwood for informational kiosk at head of Jail Trail describing Verde River;
- Thirty-three businesses signed up for One for the Verde which is a program which requests 1% donations to promote the Verde and being organized by VVLP

WAC - Yavapai County Water Advisory Committee. Mayor Von Gausig

- CYHWRMS discussion – alternatives for unmet demands - water shortage of 40,000 acre feet by 2050 if population estimates are correct

VVREO – Verde Valley Regional Economic Organization. Councilmember Regner

- Successful Workforce and Education event “Building our Future” – theme was tie-in with economic development and education; participants from business community, educational sector determining what is needed from education to produce workers for the business community

YCL – A report from the Yavapai College Liaison. Councilmember Regner

- Graduation is May 9th

- Plant-a-Vine on May 3rd

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 April 8, 2014 and Special Meeting April 22, 2014.
- B. Claims** - List of specific expenditures made by the Town during the previous month. April, 2014 check log and PPE dated April 5 and April 19, 2014.
- 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 April 23, 2014
Design Review Board minutes of the meeting held April 2, 2014
Planning Commission minutes of the meeting held April 15, 2014
Library Advisory Board minutes of the meeting held April 10, 2014
Parks and Recreation Committee Notice of Cancellation of meeting April 2, 2014
- D. Liquor License for Southwest Wine Center, Yavapai College** – Approval of a recommendation to the Arizona Department of Liquor License and Control for approval of an In-state Domestic Farm Winery - Series #13 Liquor License application from Southwest Wine Center, Lisa Rhodes – Agent, Yavapai Community College located at 601 Black Hills Drive, Clarkdale, Arizona.
- E. Employment Contract Renewal between the Town of Clarkdale and Ronald Ramsey** – Approval of renewing the Employment Contract for the Town Magistrate.
- F. Proclamation for Mental Health Awareness Month** – Approval of a Proclamation designating May 2014 as Mental Health Awareness Month.

Vice Mayor Dehnert pulled item F.

Councilmember Radoccia moved to accept Consent Agenda items A – E as presented. Councilmember Regner seconded the motion. The motion was approved unanimously.

- F. Proclamation for Mental Health Awareness Month** – Approval of a Proclamation designating May 2014 as Mental Health Awareness Month.

Mental health is essential to the overall health and well-being of Americans of all ages, races, ethnic backgrounds, gender and sexual identities, and mental and physical health conditions, including substance use disorders, result in significant medical, societal, and economic costs. All Americans experience times of difficulty and stress in their lives and prevention is an effective way to reduce the burden of mental health conditions.

Mental health and substance misuse conditions are real and prevalent in our nation and with effective treatment, those individuals with mental health conditions can recover and lead full, productive lives.

Each business, school, government agency, healthcare provider, organization and citizen shares the burden of mental health problems and has a responsibility to promote mental wellness and support prevention efforts.

Vice Mayor Dehnert sponsored item F and recommended that the Council support the proclamation to designate May 2014 as Mental Health Awareness Month. Vice Mayor Dehnert added that “on behalf of the 2000+ consumers of behavioral health services and their families and the hundreds of professionals in the Verde Valley community, the Northern Arizona Regional Behavioral Health Authority and Spectrum Health Care present this proclamation in support of Mental Health Awareness Month”. Spectrum Health Care is the new name for the Verde Valley Guidance Clinic. The medical services are moving to the building that used to be the Surgical Center.

Vice Mayor Dehnert moved to approve Item F on the Consent Agenda, (the Proclamation designating May 2014 as Mental Health Awareness Month). Councilmember Bohall seconded the motion. The motion was approved unanimously.

NEW BUSINESS

INTERGOVERNMENTAL AGREEMENT BETWEEN THE YAVAPAI-APACHE NATION AND THE TOWN OF CLARKDALE FOR PUBLIC TRANSPORTATION – Discussion and consideration of an Intergovernmental Agreement with the Yavapai-Apache Nation providing public transportation.

The Yavapai-Apache Nation (YAN) recently began operating the Yavapai-Apache Transit System that provides public transportation between the Nation’s reservation in Clarkdale out to the reservation and casino in Camp Verde, and to other Camp Verde locations and stops along the route. The YAN has been working closely to coordinate their transit system routes and operations with the CAT/LYNX system, and the result has been an expansion of transit operations in the Verde Valley. The YAN transit system is open to use by any members of the public, and has included stops on their route at existing CAT bus stops at the Verde Valley Medical Center, Cottonwood’s Safeway and Wal-Mart, and created new stops at Yavapai County’s Camp Verde Courthouse/Jail on Highway 260, the Burger King on 260/I-17, and a loop through downtown Camp Verde that stops at their Post Office.

In order to provide even more coordination throughout the system, our agencies desire to give permission to use each other’s designated bus stops. Although Yavapai-Apache Transit does not intend to stop at each of the bus stop locations in Clarkdale, an adopted IGA between our agencies will allow for such use if it is determined to be beneficial in the future.

The CAT/LYNX system and Yavapai Apache Transit are two distinct transit organizations that operate independently, but closely coordinate. They have their own rate schedules, so users of the system are subject to rates and fees of each of the systems. The IGA under consideration does not provide for any transfer of funds between the organizations. It simply anticipates that Yavapai Apache Transit will be travelling on the streets in Clarkdale, and using our existing bus stops that are located along their routes.

The agreement does anticipate continuing mutual support in the form of written or other non-financial support for efforts to obtain funding for other sources for public transit operations.

In accordance with our Town Attorney’s request, the YAN has provided us with a Resolution that demonstrates that the Tribal Council has unanimously approved this IGA, and provided a limited waiver of the Nation’s Sovereign Immunity, which they adopted on April 10, 2014.

The City of Cottonwood and Yavapai County are entering into IGA’s with the YAN in order to provide the same continuity in their respective jurisdictions.

Town Manager Mabery presented information on this agenda item.

Mayor Von Gausig stated he would like to see that this agreement be contingent upon service to the whole public. Mabery stated that the termination clause allows the Town to terminate with 60 days’ notice without cause if there were any concerns in that regard.

Vice Mayor Dehnert moved to approve the Intergovernmental Agreement with the Yavapai-Apache Nation relating to Public Transportation. Councilmember Bohall seconded the motion. The motion was approved unanimously.

RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA AMENDING RESOLUTION #1462, CHANGING PARK BOOTH PERMIT FEES FOR THE TOWN OF CLARKDALE – Discussion and consideration of Resolution #1466, A Resolution changing Park Booth Permit Fees.

Community Services is requesting the following changes to the fee schedule:

Facility Reimbursement Fees - Proposed

Park Reimbursements: Booth Permits	
Informational/Educational Booth - No sales or transactions where money changes hands:	15.00 / day
Vendor Booth - intends to sell or transact business where money changes hands: Applicant holds a current Clarkdale Business License Applicant does not hold a current Clarkdale Business License	\$15.00 / day \$20.00 / day

Facility Reimbursement Fees - Current

Park Reimbursements – Non-resident of Clarkdale, commercial, other		
Booth Fees	1 to 2 days	\$18.00 /day
	3 to 5 days	\$48.00/event

Park Reimbursements – Resident of Clarkdale, private event*		
Booth Fees	1 to 2 days	\$15.00 /day
	3 to 5 days	\$40.00/event

Currently, vendors or organizations who wish to attain a Booth Permit to participate at any event in the Town Park are required to purchase an annual Clarkdale Business License if they intend to sell items or transact business where money changes hands, this includes silent auctions or accepting donations. This fee is in addition to our Booth Permit Fee. Staff has found this to be a challenge to those who have no intent to participate year round and only want to participate at a single event, such as the Old-Fashioned Fourth of July. This has caused interested vendors or organizations to not partake due to not knowing if it will be cost effective for them to invest \$48 for the one event. Staff is proposing changes to simplify and streamline the process. This includes:

- A base fee of \$15/day for each vendor booth.
- A fee slightly higher than the base fee which includes an additional \$5 for a ‘day-use’ business license for those who intend to sell items or transact business where money changes hands and do not want to purchase an annual business license.
- Elimination of the Non-resident and Resident fees as this status is not applicable in this setting.

The Notice of Intent to Impose or Increase Fees or Taxes, as required by A.R.S. 9-499.15, was posted on March 21, 2014 in order to comply with providing notice at least sixty days prior to the date the proposed new or increased fee or tax is scheduled to be approved or disapproved at a meeting of the Clarkdale Town Council.

Community Services Supervisor Dawn Norman presented information on this agenda item.

Vice Mayor Dehnert asked if sales tax was required for vendors. Norman stated that the sales tax license number was required on the application.

Mayor Von Gausig asked about the daily/hourly fees. Norman stated that the park has established posted hours that vendors would be required to comply with.

Councilmember Bohall asked about the sales tax requirement for Town activities, i.e., Ice Cream Social, Pancake Breakfast, etc. Norman informed the Council that Town activities were not subject to sales tax.

Vice Mayor Dehnert moved for the approval of Resolution #1466, a RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA AMENDING RESOLUTION #1462, CHANGING PARK BOOTH PERMIT FEES FOR THE TOWN OF CLARKDALE. Councilmember Regner seconded the motion. The motion was approved unanimously.

FISCAL YEAR 2014-2015 PRELIMINARY BUDGET WORKSESSION – A work session with the Council regarding the Preliminary Budget for FY 2014-2015.

A Power Point presentation of the 2014-2015 Fiscal Year Preliminary Budget will show the combination of projected expense and revenue reductions/increases throughout the General Fund, Streets Fund, Capital Projects Fund, Impact Fee Fund and Court Enhancement.

Several dates should be kept in mind during the budgeting process. State law requires that, on or before the third Monday of July of each fiscal year, the Town Council must adopt a preliminary budget. Functionally though, the Town of Clarkdale adopts a preliminary budget prior to June 30th so that the staff has a guideline for expenditures on July 1st, which is the beginning of the fiscal year. The preliminary budget sets the maximum "limits" for expenditures.

There is no specific date set by state law for adoption of the final budget. However, the deadline for adoption of a property tax levy is the third Monday in August. Since state law requires a period of at least fourteen days between adoption of the final budget and adoption of the tax levy, the deadline for adoption of the final budget becomes the first Monday in August.

Proposed Timeline:

April 22, 2014	Preliminary Budget Worksession
May 13, 2014	Preliminary Budget Worksession
June 10, 2014	Preliminary Budget Worksession
June 24, 2014	Approval of Preliminary Budget
July 22, 2014	Public Hearing for: Final Budget Property Tax Levy Truth In Taxation Resolution on Primary Property Tax Rate Adoption of Final Budget
August 13, 2014	Adopt Property Tax Levy

Finance Director/Town Clerk Bainbridge presented information on this agenda item. Staff is requesting Council direction regarding property tax levy. Discussion followed regarding the property tax levy and the level the 2014-2015 budget should contain. Should the levy be raised to the maximum allowed in order to budget for items that were not able to be funded in the proposed budget?

Bainbridge suggested bringing this question back to June 10th meeting along with the designated funds section to get a broader view and Council agreed.

2014-2015 Preliminary Operational Budgets:

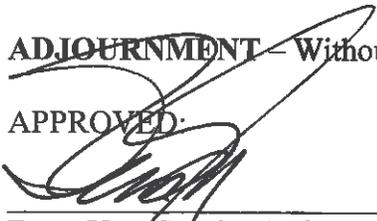
<u>Fund</u>	<u>Expense Budget</u>	<u>Revenue Budget</u>
▪ General Fund	\$ 3,222,932.83	\$ 3,222,932.83
▪ HURF - Streets	\$ 387,253.83	\$ 387,255.33
▪ Capital Projects	\$ 651,500.00	\$ 651,500.00
▪ Impact Fees	\$ 289,250.98	\$ 289,250.98

This is a work session only and no action by Council is required.

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

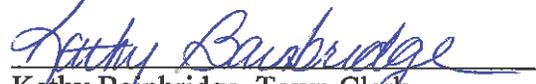
~~ADJOURNMENT~~ - Without objection, Mayor Von Gausig adjourned the meeting at 9:10 P.M.

APPROVED:



Doug Von Gausig, Acting Mayor

ATTESTED/SUBMITTED:



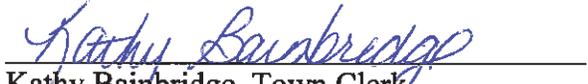
Kathy Bainbridge, Town Clerk

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 13th day of May, 2014. I further certify that meeting was duly called and held and that a quorum was present.

Dated this 11 day of June, 2014.

SEAL



Kathy Bainbridge, Town Clerk