

**Minutes of a Special Session of the Common Council of the Town of Clarkdale
Held on Tuesday, September 23, 2014**

A Special Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, September 23, 2014, at 3:00 p.m. in the Clarkdale Administration Building Community Room, 39 N. Ninth Street, Clarkdale, Arizona.

CALL TO ORDER – Meeting was called to order at 3:08 P.M. by Mayor Von Gausig.

Town Council:

Mayor Doug Von Gausig

Councilmember Bill Regner

Vice Mayor Richard Dehnert

Councilmember Curtiss Bohall

Councilmember Rennie Radoccia

Town Staff:

Town Manager Gayle Mabery

Town Clerk/Finance Director Kathy Bainbridge

Community Services/Human Resources Director Janet Perry

Community Development/Economic Director Jodie Filardo

Police Chief Randy Taylor

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.

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. Reports** - Approval of written Reports from Town Departments and Other Agencies
 - Building Permit Report – August, 2014
 - Capital Improvements Report – August, 2014
 - Magistrate Court Report – August, 2014
 - Water and Wastewater Report – August, 2014
 - Residential Garbage & Recycling Statistics – August, 2014
 - Police Department Report – August, 2014

- B. Proclamation for National Community Planning Month** – Approval of a Proclamation designating the month of October as National Community Planning Month.

- C. **Special Event Liquor License** - Approval of a recommendation to the State Department of Liquor License and Control to approve a Special Event Liquor License for the Cottonwood Chamber of Commerce during their Business Networking – Chamber of Commerce Business Mixer to be held on Thursday, October 16, 2014 from 6:00 P.M. to 8:00 P.M. at the Copper Art Museum located at 849 Main Street, Clarkdale, AZ.

Councilmember Radoccia moved to approve Consent Agenda items A – C as presented. Vice Mayor Dehnert seconded the motion. The motion was approved unanimously.

NEW BUSINESS

RESOLUTION MAKING APPOINTMENTS TO THE PUBLIC SAFETY PERSONNEL RETIREMENT BOARD – Discussion and consideration of Resolution #1479, amending Resolution #1463, making an appointment to the Public Safety Personnel Retirement Board.

The Citizen Member appointment for Amy Bayless's position is due to expire on September 30, 2014. Bayless has re-submitted her application and requested to continue her service on the Local Board. Staff requests Council approve her appointment for the new term, October 1, 2014 to September 30, 2016.

The Officer Member's appointment is due to expire on September 30, 2014 for Officer Larry Chase's term. The Police Department voted by secret ballot, as required by A.R.S. § 38-847 (A)(1) and Officer Ron Ekholm was elected by the majority. Staff requests Council approve his appointment to the Local Board for the new term, October 1, 2014 to September 30, 2016.

Councilmember Curt Bohall was appointed as the Mayor's Designee for Chairperson of the Local Board. The term expires on September 30, 2014 and staff requests that the Mayor fill that position again at this time.

Councilmember Regner moved for the approval of Resolution #1479, amending Resolution #1463, making appointments to the Public Safety Personnel Retirement Board. Vice Mayor Dehnert seconded the motion. The motion was approved unanimously.

RESOLUTION MAKING APPOINTMENTS TO THE DESIGN REVIEW BOARD – Discussion and consideration of Resolution #1480, amending Resolution #1437, making appointments to the Design Review Board.

The Design Review Board has two (2) terms expiring September 30, 2014.

Kerrie Snyder (incumbent) and Sheila Sandusky applied and were interviewed by the Committee. Laura Jones applied for the Planning Commission however stated she would be willing to serve wherever the panel considered the best fit.

The Review Committee met, reviewed the applicants and put forward their recommendation that Kerrie Snyder and Laura Jones be appointed for two year terms on the Design Review Board. Sheila Sandusky was recommended as an alternate to replace any member currently serving who might find it necessary to leave the position mid-term and could be appointed at that time.

Councilmember Regner moved for the approval of Resolution #1480, amending Resolution #1437, making appointments to the Design Review Board. Councilmember Bohall seconded the motion. The motion was approved unanimously.

RESOLUTION MAKING APPOINTMENTS TO THE BOARD OF ADJUSTMENT –
Discussion and consideration of Resolution #1481, amending Resolution #1436, making appointments to the Board of Adjustment.

The Board of Adjustment has three (3) terms expiring September 30, 2014.

Lee Daniels (incumbent), Craig Backus (incumbent), Rick Morris (incumbent) applied and were interviewed by the Interview Committee. John Kinnamon applied for the Planning Commission, however stated willingness to serve in what the panel considered the “best fit”.

The Review Committee met, reviewed the applicants and put forward their recommendation that Lee Daniels, Rick Morris and John Kinnamon be appointed for two year terms on the Board of Adjustment.

Councilmember Regner moved for the approval of Resolution #1481, amending Resolution #1436, making appointments to the Board of Adjustment. Councilmember Bohall seconded the motion. The motion was approved unanimously.

RESOLUTION MAKING APPOINTMENTS TO THE PLANNING COMMISSION –
Discussion and consideration of Resolution #1482, amending Resolution #1438, making appointments to the Planning Commission.

The Planning Commission has three (3) terms expiring September 30, 2014.

Ida de Blanc (incumbent), Jack Van Wye (incumbent), Craig Backus, John Kinnamon, and Laura Jones applied and were interviewed by the Interview Committee. John Kinnamon and Laura Jones stated they would be willing to serve wherever the panel thought would be the best fit.

The Review Committee met, reviewed the applicants and put forward their recommendation that Ida de Blanc, Jack Van Wye, and Craig Backus be appointed for two year terms on the Planning Commission.

Councilmember Regner moved for the approval of Resolution #1482, amending Resolution #1438, making appointments to the Planning Commission. Vice Mayor Dehnert seconded the motion. The motion was approved unanimously.

RESOLUTION MAKING AN APPOINTMENT TO THE LIBRARY ADVISORY BOARD –
Discussion and consideration of Resolution #1483, amending Resolution #1440, making an appointment to the Library Advisory Board.

The Library Advisory Board has two (2) terms expiring September 30, 2014 and one Vacant seat.

Ann Viarengo (incumbent), John Sherman (incumbent), and Ben Kramer applied and were interviewed by the Interview Committee.

The Review Committee met, reviewed the applicants and put forward their recommendation that Ann Viarengo, John Sherman, and Ben Kramer be appointed for two year terms on the Library Advisory Board.

Councilmember Regner moved for the approval of Resolution #1483, amending Resolution #1440, making an appointments to the Library Advisory Board. Councilmember Bohall seconded the motion. The motion was approved unanimously.

RESOLUTION MAKING APPOINTMENTS TO THE PARKS AND RECREATION COMMISSION – Discussion and consideration of Resolution #1484, amending Resolution #1443, making appointments to the Parks and Recreation Commission.

The Parks and Recreation Commission has two (2) terms expiring September 30, 2014.

Shannon Westcott (incumbent) and Trish Gomez applied and were interviewed by the Interview Committee.

The panel put forward their recommendations that Shannon Westcott and Trish Gomez be appointed for two years terms on the Parks and Recreation Commission.

Councilmember Regner moved for the approval of Resolution #1484, amending Resolution #1443, making appointments to the Parks and Recreation Commission. 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 #1477, ADOPTING NEW COMMUNITY DEVELOPMENT FEES FOR THE TOWN OF CLARKDALE – Discussion and consideration of Resolution 1485, adopting new Community Development Fees for the Town of Clarkdale.

The Community and Economic Development Department is requesting the following changes to the fee schedule:

New Fees:

Minor Subdivision **\$500***

*includes final plat review and/or approval by Town Council

The Minor Subdivision Ordinance was adopted in 2006. Applications have been charged the full subdivision fees which are currently \$1,000 for a Preliminary Plat application and \$1,000 for a Final Plat application.

Review of a minor subdivision application for the subdivision of property into four to ten new lots is a more streamlined process than a full-blown subdivision of ten lots or more. A subcommittee reviews the Preliminary Plat consisting of staff and the Planning Commission Chair and forwards a recommendation to Council. In a subdivision process, the preliminary plat is reviewed by Planning Commission before moving forward to Town Council.

Staff feels the fee for a minor subdivision review should be less than for a full subdivision since less staff time and resources are used in the review of a minor subdivision.

Public right-of-way abandonment \$100

Council recently approved a right-of-way abandonment request for a portion of a street in the Paz & Cota subdivision. There is currently no fee for this type of application. A survey of surrounding communities shows fees for this service range from \$0 to \$400. Staff believes the proposed \$100 fee is reasonable for this type of application. The applicant also incurs fees for the new legal description required to accompany the request.

Community Development/Economic Director Jodie Filardo presented information on this agenda item.

Councilmember Radoccia noted that the minor subdivision in Haskell Springs would benefit from this reduction and agreed that it was more equitable.

Councilmember Regner asked if people were not coming forward due to the cost and Filardo stated that she had no data to support that.

Vice Mayor Dehnert moved for the approval of Resolution #1485, a Resolution of the Mayor and Common Council of the Town of Clarkdale, Arizona amending Resolution #1477, adopting Community Development fees. Councilmember Radoccia seconded the motion. The motion was approved unanimously.

YAVAPAI COLLEGE VERDE VALLEY ADVISORY COMMITTEE– Discussion and consideration of making recommendations to the Yavapai College District Governing Board for Clarkdale representation on the Yavapai College Verde Valley Advisory Committee.

During their August 12, 2014 meeting, the Yavapai College District Governing Board approved the formation of a Verde Valley Advisory Committee with the following Vision, Mission, Goals and Guiding Principles:

- Vision:** Recognized as the Verde Valley’s voice for constructive and collaborative dialog between residents and the Yavapai College District Governing Board to promote improved access to quality higher education.
- Mission:** To provide advice to the Yavapai College District Governing Board based on objective analysis and feedback from Verde Valley communities.
- Goals:**
- 1.) Establish bylaws.
 - 2.) Select officers
 - 3.) Inform the communities of the purpose of the committee.
 - 4.) Determine issues to resolve and prioritize.
 - 5.) Create meeting schedule.
- Guiding Principles:** Integrity – We never compromise our integrity. Having integrity means more than simply the absence of deception. We tell the truth, honor our commitments, adhere to ethical standards, treat others with respect and act responsibly. We do the right thing because it is the right thing to do.

Teamwork – We practice teamwork through such actions as assisting each other, providing each other feedback, exchanging information, and executing our tasks in a timely and integrated manner. We recognize that we make better decisions and produce better results together than working alone. Consensus and coherence are key to our approach. We speak with one voice once the group makes a decision.

Accountability – We honor our commitments and take responsibility for our actions.

Leadership – As citizen leaders, we lead by example. We foster an environment that empowers and motivates others to successfully accomplish their objectives. We mentor and develop each other and our peers.

Service – We commit ourselves not only to meeting expectations, but to exceeding them. We recognize that our citizens are the most important judges of the quality of the processes, advice and analysis we provide. We are faithful servants.

Stewardship – We strive to make the best use of resources within our control and to support others in doing the same. We recognize that we are caretakers of these resources.

The Verde Valley Advisory Committee will consist of 9 members, 8 of whom are to be selected to represent the following jurisdictions:

- City of Cottonwood
- City of Sedona
- Town of Camp Verde
- Town of Clarkdale
- Town of Jerome
- Yavapai Apache Nation
- Yavapai County, District 3
- Yavapai County, District 2

The 9th member of the committee will be the Yavapai College employee in the position of Greater Verde Valley Community Engagement Director (as long as that individual is a resident of the Verde Valley).

The Yavapai College District Governing Board has asked each of the cities and towns, the two Supervisors representing County District's 2 and 3, and the Yavapai-Apache Nation to submit two nominees to serve on the proposed committee by 3:00 pm on Tuesday, September 30, 2014. Nominations should be submitted to Yavapai County Schools Superintendent Tim Carter, who will narrow the list of nominees and appoint the committee on behalf of the District Governing Board. The intent is for Superintendent Carter to announce the members of the Committee by October 31, 2014. The Verde Valley Advisory Committee will hold their first meeting by November 30, 2014. At the first meeting, a Chair will be selected from among the group, and District Governing Board Members Harrington and/or Filardo will provide an orientation for the committee.

The Yavapai College District Governing Board has asked each of the cities and towns in the Verde Valley, the two Supervisors representing County District's 2 and 3, and the Yavapai-Apache Nation to submit two nominees to serve on the College's newly approved Verde Valley Advisory Committee. When establishing the Committee, the District Governing Board established their vision that the committee would be recognized as the Verde Valley's voice for constructive and collaborative dialog between residents and the Yavapai College District Governing Board to promote improved access to quality higher education.

After discussion at their meeting on September 9th, the Clarkdale Town Council directed the Town staff to solicit Letters of Interest and Statements of Qualification from Clarkdale residents who were interested in being considered for nomination to the Committee.

Interested citizens were asked to submit their Letter of Interest and Statement of Qualifications to Clarkdale Town Clerk Kathy Bainbridge by 12:00 p.m. on Friday, September 19, 2014. All submissions will be forwarded by email to the Town Council on the afternoon of September 19th and will be updated as attachments to the Council agenda on the Town's website by Monday, September 22, 2014.

After selection by the Council, the names and applications of Clarkdale's two nominations will be forwarded to Yavapai County Schools Superintendent Tim Carter, who, on behalf of the Yavapai College District Governing Board, will narrow the list of nominees and appoint one representative from each jurisdiction.

Town Manager Mabery presented information on this agenda item. The Town received Letters of Intent from Bill Regner and from Ruth Wicks.

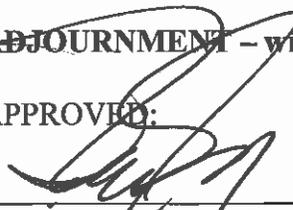
Ruth Wicks was asked to submit a letter by Supervisor Chip Davis and will re-word the letter to address the Town of Clarkdale council.

Vice mayor Dehnert moved to recommend two nominees, Bill Regner and Ruth Wicks to be submitted to Yavapai County School Superintendent Tim Carter for consideration for appointment to the Yavapai College Verde Valley Advisory Committee. Councilmember Radoccia seconded the motion. The motion was approved unanimously.

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

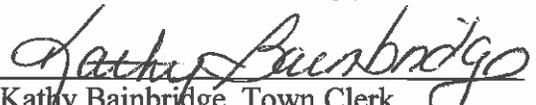
~~ADJOURNMENT~~ - without objection, Mayor Von Gausig adjourned the meeting at 3:32 P.M.

APPROVED:



Doug Von Gausig, 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 23rd day of September, 2014.

I further certify that meeting was duly called and held and that a quorum was present.

Dated this 15 day of October, 2014.

SEAL

Kathy Bainbridge
Kathy Bainbridge, Town Clerk