



**NOTICE OF A REGULAR MEETING OF THE COMMON COUNCIL  
OF THE TOWN OF CLARKDALE**

**Tuesday, August 11, 2015 at 6:00 P.M.  
Clark Memorial Clubhouse, Men's Lounge**

PURSUANT TO A.R.S. §38-431.02, NOTICE IS HEREBY GIVEN to the members of the Common Council of the Town of Clarkdale and to the general public that the Town of Clarkdale Common Council will hold a Regular Meeting open to the public on **Tuesday, August 11, 2015, at 6:00 p.m.** in the **Clark Memorial Clubhouse, Men's Lounge, 19 N. Ninth Street, Clarkdale, Arizona.** Members of the Clarkdale Common Council will attend either in person or by telephone, video or internet conferencing. Pursuant to A.R.S. §38-431.03, the Council may vote to recess the meeting and move into Executive Session on any item, which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda.

Supporting documentation and staff reports furnished to the Council with this agenda are available for review on the Town website at [www.clarkdale.az.gov](http://www.clarkdale.az.gov) and the Town Clerk's Office.

The undersigned hereby certifies that a copy of this notice was duly posted on the Community Development Building bulletin board, located at 890 Main Street, Clarkdale, Arizona on August 6, 2015 at 1:00 p.m.

*Kathy Bainbridge*  
KATHY BAINBRIDGE  
CLERK/FINANCE DIRECTOR

*As a reminder, if you are carrying a cell phone, electronic pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time to minimize disruption to this meeting.*

**ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR DISCUSSION AND POSSIBLE ACTION, UNLESS OTHERWISE NOTED.**

**1. CALL TO ORDER**

- 2. 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.

**3. 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  
Vice-Mayor's Report  
Councilmembers' Report  
Town Manager's Report

**Organizational Reports** – Reports regarding regional organizations.

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

NACOG - Northern Arizona Council of Governments.

NAMWUA - Northern Arizona Municipal Water Users Association.

VRBP – Verde River Basin Partnership.

VVLP – Verde Valley Land Preservation.

YC Advisory Board – A report from the Yavapai College Advisory Board representative.

4. **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 14, 2015 and Special Meeting July 28, 2015.
  - B. **Claims** - List of specific expenditures made by the Town during the previous month. July, 2015 check log and PPE dated July 6, 11 and 25, 2015.
  - 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 minutes of the meeting held July 22, 2015  
Design Review Board minutes of the meeting held July 1, 2015  
Planning Commission Notice of Cancellation of meeting July 21, 2015  
Library Advisory Board minutes of meeting held July 9, 2015  
Municipal Property Corporation minutes of meeting held July 15, 2015
  - D. **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 Clarkdale Historical Society and Museum fundraising event to be held on Saturday, September 19, 2015 from 4:00 p.m. to 7:00 p.m. at 900 1<sup>st</sup> North Street, Clarkdale, AZ.
  - E. **Change Order No. 2 for the Intergovernmental Agreement (IGA) between the Town of Clarkdale and the Yavapai County Flood Control District** - Approval of the Change Order for IGA FY 15/16 in an amount not to exceed \$74,631.09 between the Town of Clarkdale and Yavapai County Flood Control District.
  - F. **Intergovernmental Agreement between the Town of Clarkdale and the Yavapai County Flood Control District** - Approval of the IGA for FY 15-16 in an amount not to exceed \$50,000.00 between the Town of Clarkdale and Yavapai County Flood Control District.
  - G. **Designated Funds** – Approval of designated funds for FY2015-2016.

## **NEW BUSINESS**

5. **UNITED VERDE SOIL PROGRAM WORK PLAN COMMENTS** – Discussion and possible action to approve the Town of Clarkdale’s official comments to be submitted to the Arizona Department of Environmental Quality on the Work Plan for the United Verde Soil Program.
6. **GENERAL FUND BUDGET ADJUSTMENTS** – Discussion and consideration of adjusting various General Fund Department 2014-2015 adopted operating budgets to reflect year end expenditures.
7. **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 2015-2016 ALONG WITH ADOPTING THE TAX LEVY FOR SAID PROPERTY** – Discussion and consideration of Ordinance #367, adopting the tax levy and setting the valuations of property in the Town of Clarkdale for fiscal year 2015-2016.
8. **FUTURE AGENDA ITEMS** - Listing of items to be placed on a future council agenda
9. **ADJOURNMENT**

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.

**Minutes of a Regular Session of the Common Council of the Town of Clarkdale  
Held on Tuesday, July 14, 2015**

A Regular Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, July 14, 2015, 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 6:01 P.M. by Mayor Von Gausig.**

**Town Council:**

Mayor Doug Von Gausig

Councilmember Bill Regner

Vice Mayor Richard Dehnert

Councilmember Curtiss Bohall

Councilmember Scott Buckley - absent

**Town Staff:**

Town Manager Gayle Mabery

Town Clerk/Finance Director Kathy Bainbridge

Community Development/Economic Director Jodie Filardo

Utilities/Public Works Director Wayne Debrosky

Police Chief Taylor

**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.**

**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 Von Gausig's Report** –

- 06/11/15 Kayak Trip with Yavapai College LEAD Program – 13 participants (of the 8 Mingus graduates, only one knew you could put a boat on the Verde River)
- 06/16/15 Met with Dan Campbell for Verde River Headwaters Hike
- 06/23/15 Met with David Younkman from Bird Conservation America at TapcoRAP and discussed bird conservation in the West and what would help around central Arizona
- 07/01/15 Met with Tom O'Halleran to talk about National Scenic Area monument
- 07/02/15 Met with Clarkdale citizen Bill Snyder regarding short term rentals
- 07/04/15 Attended Old Fashioned Fourth of July Celebration – Town Park
  - Attended Water Committee meeting

- Met with Michael Patrick of Trust for Public Lands
- Gave talk to LEAD students at Yavapai College
- 07/14/15 Telephone call with Bill Cobb from Freeport McMoRan to discuss United Verde Soils Program and disposition of Brewer's Tunnel/Peck's Lake
  - Attended meeting with Dean James Perey from Yavapai College regarding United Verde Soils Program

#### Vice-Mayor Dehnert's Report –

- 07/04/15 Attended Old Fashioned 4<sup>th</sup> of July; Master of Ceremonies

#### Councilmember Regner's Report –

- 06/25/15 Represented Vice Mayor Dehnert at NACOG meeting
- 07/01/15 Attended Verde Valley Advisory Board committee meeting at Yavapai College
- 07/04/15 Attended Old Fashioned 4<sup>th</sup> of July celebration
- 07/10/15 Participated in Kayaking Familiarization Trip with Mayor
- 07/14/15 Attended meeting with Dean James Perey at Town Hall regarding United Verde Soils Program

#### Councilmember Bohall's Report –

06/24/15 Chaired PSPRS Local Board meeting

07/09/15 Rode on the Verde Canyon Railroad

07/18/15 Will attend ribbon cutting for Yavapai Nation's new enterprise on Route 260.

#### Town Manager Mabery's Report –

- Clarkdale Fire District Board member Jerry Brown has resigned and they have recruited Mark Tuftey to replace and they are now meeting the 3<sup>rd</sup> Thursday of the month at 9 a.m. instead of 4 p.m.
- United Verde Soils Program – believe that Freeport McMoRan has filed Sampling and Analysis Plan with ADEQ as well as the Quality Assurance Plan. ADEQ will open those documents up for a 30 day public comment period. Once confirmed a press release will be issued. Both documents have been posted on Town website. Comments on the review of those documents will be brought to the Council at a later date for approval. The Sampling and Analysis Plan lays out the protocols that Freeport proposes to follow during the program.

#### Upcoming Clarkdale Activities:

- July 18, 2015: Chateau Tumbleweed will have its Grand Opening at noon.
- July 31, 2015: Some of the members of the Clarkdale Downtown Business Alliance, 4/8 Wineworks, the 10/12 Lounge and Main Street Café are sponsoring an event called "That Historic Clarkdale Block Party". Two breweries partnering with the businesses.
- August 1, 2015: Concert in the Park featuring Aces 'n' Eights

- August 4, 2015: National Night Out
- Today opened online registration for Second Annual Verde Ralley Poker Run to be held on Saturday, October 3<sup>rd</sup> and coincides with Downtown Business Alliance's Clarktoberfest.

**Organizational Reports** – Reports regarding regional organizations.

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

- No report

NACOG - Northern Arizona Council of Governments. Vice Mayor Dehnert (represented by Councilmember Regner):

- Barbara U'Ren was accepted as private sector member
- Phil Tovrea was elevated to the Executive Committee
- Clarkdale Parkway project was discussed

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

- No report

VRBP – Verde River Basin Partnership. Mayor Von Gausig:

- There was no General Meeting however tomorrow at 10:30 a.m. at Cottonwood Rec Center there will be a report and presentation by Eddie Slade from the Arizona Attorney General's office (representing Arizona in the Arizona Navigable Stream Adjudication Committee hearings). The report will discuss the State's view that the Verde River should be a navigable stream by federal law and ownership of land should go to State of Arizona.

VVLP – Verde Valley Land Preservation. Councilmember Regner:

- July 13, 2015 meeting: a donation was made by a Clarkdale resident's foundation to VVLP for education purposes. A presentation was made by Susan Culp regarding possibility of VVLP collaborating with American Rivers. There was a discussion about Red Rock National Monument. There was also a presentation by Angela Fevre regarding Sedona Dells and future of that.

YC Advisory Board – A report from the Yavapai College Advisory Board representative. Councilmember Regner:

- The group made a request to the College Administration to provide financial data regarding operating expenses of the Verde Valley campus for last couple of years in response to questions from public regarding expenses and revenue sources. The administration's response was that they do not track information by location so the committee is examining next how to move forward.

**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 June 9, 2015 and Special Meeting June 23, 2015.
- B. Claims** - List of specific expenditures made by the Town during the previous month. June, 2015 check log and PPE dated June 13, 22 and 27, 2015.
- 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 minutes of the meeting held June 24, 2015
  - Design Review Board minutes of the meeting held June 3, 2015
  - Planning Commission minutes of the meeting held June 16, 2015
  - Library Advisory Board minutes of the meeting held May 14, 2015
  - Parks and Recreation Committee Notice of Cancellation of meeting June 10, 2015
  - Public Safety Personnel Retirement Board minutes of meeting held June 24, 2015
- D. Resolution Making Appointments to the Municipal Property Corporation** – Approval of Resolution # 1498, amending Resolution # 1470 making appointments to the Municipal Property Corporation.
- E. Proclamation Proclaiming the Month of August 2015 as Drowning Impact Awareness Month**– Approval of a Proclamation declaring the month of August 2015 as Drowning Impact Awareness Month.
- F. Resignation from the Parks and Recreation Commission** – Acceptance of Barbara Van Wye’s Resignation from the Parks and Recreation Commission.
- G. Resignation from the Library Advisory Board** – Acceptance of Karen Bowers’ Resignation from the Library Advisory Board.

**Vice Mayor Dehnert moved to accept Consent Agenda items A – G as presented. Councilmember Bohall seconded the motion and the motion passed unanimously.**

### **NEW BUSINESS**

**LIQUOR LICENSE APPLICATION** – Discussion and consideration of a recommendation to the Arizona Department of Liquor License, for a Series 10, Beer and Wine Store application from Robin Wilber, Cradd LLC d/b/a the #1 Food Store located at 755 Hwy 89A, Clarkdale, AZ.

**Applicant: Robin Wilber, Cradd LLC d/b/a/ #1 Food Store**

**Address: 755 Hwy 89A, Clarkdale, AZ**

**Type of License: Beer and Wine Store Application - Series 10**

Beer and Wine Store Application Kit - Series 10: This non-transferable, off-sale retail privileges liquor license allows a retail store to sell beer and wine (no other spirituous liquors), only in the original unbroken package, to be taken away from the premises of the retailer and consumed off the premises. A retailer with off-sale privileges may deliver spirituous liquor off of the licensed premises in connection with a retail sale. Payment must be made no later than the time of delivery. Series 10 (beer and wine store) licensees and applicants may apply for unlimited sampling privileges by completing the Sampling Privileges form. Internet sale of liquor is not permitted in the state of Arizona. Liquor must be delivered to an Arizona liquor-licensed wholesaler, then an Arizona liquor-licensed retailer prior to delivery to the consumer.

To determine whether public convenience requires and the best interest of the community would be substantially served by issuing or transferring a license to a particular licensed or unlicensed location, the State Liquor Board and/or local governing authorities may apply criteria (as listed in the Arizona Administrative Code) as documented on the attached Town of Clarkdale Liquor License Application Review Form which has been completed by the Clerk's Department, Community Development Department, Police Department, Utility Department, Public Works Department and the Clarkdale Fire District.

Finance Director/Town Clerk Kathy Bainbridge presented information to the council regarding this agenda item.

Applicant Robin Wilber was present and addressed the Council regarding the history of the store and the reasons for this new application.

**Councilmember Regner moved to approve a recommendation to the State Department of Liquor License and Control to approve the Series 10 Liquor License for Robin Wilber, Cradd LLC d/b/a the #1 Food Store located at 755 Hwy 89A, Clarkdale, AZ. Vice Mayor Dehnert seconded the motion and the motion carried unanimously.**

**GENERAL FUND BUDGET ADJUSTMENTS** – Discussion and consideration of adjusting various General Fund Department 2014-2015 adopted operating budgets to reflect year end expenditures.

The proposed budget balancing adjustments between General Fund departments will move budgeted funds from one department with remaining funds to offset those departments that were in need of additional budgeted funds at year end and reflected in the adopted Preliminary Budget.

General Fund Account Number	Description	Current Budget	Reallocation	New Budget
Administration Dept. 01-5-2100-6000	Salaries	\$185,775.20	\$1,800.00	\$187,575.20
Town Clerk Dept. 01-5-2101-9006	Election Cost	\$ 5,000.00	\$ 6,300.00	\$ 11,300.00
Human Resources 01-5-2102-7020	Office Supplies	\$ 3,500.00	-\$2,000.00	\$ 1,500.00

Community Development				
01-5-2500-9005	Contract Services	\$ 1,500.00	-\$1,500.00	\$ 0
01-5-2500-6030	Travel & Education	\$ 2,000.00	-\$1,000.00	\$ 1,000.00
01-5-2500-7021	Publication & Adver	\$ 1,800.00	-\$1,500.00	\$ 300.00
Parks & Recreation				
01-5-2600-7600	VR @ Clarkdale	\$ 40,000.00	-\$40,000.00	\$ 0
01-5-2600-7300	P&R Programming	\$ 7,950.00	-\$ 4,500.00	\$ 3,450.00
Verde River @ Clarkdale				
01-5-2905-6000	Salaries	\$ 0	\$40,000.00	\$ 40,000.00
Public Works				
01-5-3101-7503	Building Maintenance	\$ 12,000.00	-\$ 5,000.00	\$ 7,000.00
Police Department				
01-5-2900-6000	Salaries	\$412,505.60	\$ 7,400.00	\$419,905.60
Total		\$672,030.80	\$ 0	\$672,030.80

Finance Director/Town Clerk Kathy Bainbridge reviewed this agenda item with Council.

Mayor Von Gausig recognized Bainbridge on the hard work and time spent on presenting a balanced budget.

**Vice Mayor Dehnert moved for the approval of 2014-2015 General Fund Budget Adjustments as presented. Councilmember Regner seconded the motion. The motion passed 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 6:38 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 14<sup>th</sup> day of July, 2015. I further certify that meeting was duly called and held and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

SEAL

\_\_\_\_\_  
Kathy Bainbridge, Town Clerk

**Minutes of a Special Session of the Common Council of the Town of Clarkdale  
Held on Tuesday, July 28, 2015**

A Special Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, July 28, 2015 at 3:00 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 3:00 P.M. by Mayor Von Gausig.**

**Town Council:**

Mayor Doug Von Gausig

Councilmember Bill Regner

Vice Mayor Richard Dehnert

Councilmember Curtiss Bohall

Councilmember Scott Buckley

**Town Staff:**

Town Clerk/Finance Director Kathy Bainbridge

Community Services/Human Resources Director Janet Perry

Senior Planner Beth Escobar

Acting Town Manager and Utilities/Public Works Director Wayne Debrosky

Police Chief Randy Taylor

**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 – June, 2015

Capital Improvements Report – June, 2015

Magistrate Court Report – June, 2015

Water and Wastewater Report – June, 2015

Residential Garbage and Recycling Statistics – January through June, 2015

Clarkdale Fire District Report and Mutual Aid Responses Report – June, 2015

Police Department Report – June, 2015

NAIPTA Transit Report – June, 2015

B. **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 “Made in

Clarkdale, Inc.” during the Main Street Block Party – Clarktober Fest event to be held on Saturday, October 4, 2014 from 12:00 P.M. to 9:00 P.M. between 900 and 1000 Main Street, Clarkdale, AZ.

- 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 “Made in Clarkdale, Inc.” during Arizona Rural Policy Forum welcome event to be held on Wednesday, August 5, 2015 from 7:00 P.M. to 10:00 P.M. at the Copper Art Museum located at 849 Main Street, Clarkdale, AZ
- D. Clarkdale-Jerome School District Mechanical Repair and Maintenance Services Agreement** - Approval of the 2015 - 2017 Intergovernmental Agreement between the Clarkdale-Jerome School District and the Town of Clarkdale for repair and maintenance services.
- E. Board and Commission Term Resolution** – Approval of Resolution # 1501 extending certain Board and Commission 2015 expiration terms from September 30 to December 31.
- F. Memorandum of Understanding Between the Arizona Game and Fish Commission and the Town of Clarkdale** - Approval of a Memorandum of Understanding between the Arizona Game and Fish Commission and the Town of Clarkdale for the Construction and Maintenance of Public Boating Access Facilities.

**Councilmember Regner moved to accept Consent Agenda items A – F as presented. Vice Mayor Dehnert seconded the motion. The motion passed unanimously.**

### **NEW BUSINESS**

**PRESENTATION FROM TOM O’HALLERAN ON THE SEDONA VERDE VALLEY RED ROCK NATIONAL MONUMENT PROPOSAL** - a presentation regarding a proposal converting 160,000 acres of Verde Valley land into a national monument.

Tom O’Halleran, President of Keep Sedona Beautiful in coalition with Sedona Verde Valley Red Rock National Monument, will have a presentation regarding a proposal converting 160,000 acres of Verde Valley land into a national monument.

Additional information can be found at <http://sedonaverdevalleyredrocknationalmonument.org>

Mr. O’Halleran was present for council questions and gave background information on this agenda item.

Council questions and discussion followed regarding origin of idea, management plans, protective measures, and revenue and funding strategies.

Mayor Von Gausig opened the discussion to public comment. There was no public comment.

**This is a presentation only. No Council action is required.**

**WORKSESSION REGARDING INSPECTION FEES:** Discussion regarding possible new fees for inspections done by Public Works and Community Development staff.

Currently, the Public Works Department does not have fees in place to cover the cost of staff time for inspections needed to monitor right-of-way permits and street cut permits.

The Community and Economic Development Department also does not have inspection fees to cover staff costs for when the Building Official conducts an inspection that is not connected to an issued building permit, such as reviewing code status for buildings being considered for purchase.

Staff is proposing new fees for inspections to offset costs to the Town.

**Community Development Fees:**

**New Fee:**

Inspection fee for projects without an active building permit:

\$78.00 per hour, two hours minimum

**Public Work Fees:**

**New Fee:**

Inspection fee for projects within Town right-of-way or on public property

\$78.00 per hour, two hours minimum

These fees are calculated based on the following:

Total hourly staff time cost*:	\$60.00
Overhead (30 percent)	\$18.00
<u>Total cost</u>	<u>\$78.00</u>

\*average cost for building official, public works superintendent and administrative support.

Senior Planner Beth Escobar presented information on this agenda item. Escobar gave examples of when fees would be charged and noted that the initial two hour charge could be applied to multiple trips by the inspector.

Council recommended the department proceed with the new fee schedule and re-word to state \$78 per hour, two hours minimum and \$78 per hour thereafter, or some similar wording to clarify actual minimum charges.

**This is a work session only. No Council action is required.**

**WORKSESSION REGARDING PROPOSED CHANGES TO CHAPTERS 2, 3 AND 11 OF THE TOWN OF CLARKDALE ZONING CODE RELATING TO COMMERCIAL**

**DISTRICTS:** Discussion/possible action regarding proposed changes to Chapters 2, 3 and 11 of the Town of Clarkdale Zoning Code relating to commercial districts.

Staff is recommending a major overhaul of the portion of the zoning code related to commercial districts. These changes would impact the Central Business District, (CB), Section 3-9; the Town Center Commercial District (TCC), Section 3-10; the Commercial District (C), Section 3-11; the Neighborhood Commercial District (NC), Section 3-12 and the Highway Commercial District (HC), Section 3-13. In addition, changes are being suggested for the definitions section (Chapter 2) and site plan review section (Chapter 11) of the code to support the changes in commercial uses.

These changes are being recommended to improve the consistency of the code and to increase the ease of use. Additionally, several new uses not currently included in the zoning district lists are being brought forward for adoption.

The following is a summary of the proposed changes (uses are underlined for clarity, new uses not previously allowed in any commercial district are in bold):

- Add the following agricultural uses to the Commercial, Neighborhood and Highway Commercial District
  - **Agriculture**
  - **Greenhouses**
  - **Community Supported Agriculture disbursement location**
  - **Community Gardens**
  - **Farmers Markets**
  - **Agribusiness**, including the processing and distribution on site of agricultural products. Refining and sales must be in a permanent structure.
- Adopt definitions for various agricultural uses.
- Add specific requirements to Section 11-13 for site plan review of agricultural uses including requirements for a water/wastewater use plan during the site plan review. Allow alcohol service in restaurants in Highway and Neighborhood Commercial to standardize language across all commercial districts.
- Add Artist Studios as separate permitted use in Central Business District and Commercial District. Move from conditional use to permitted use in Neighborhood and Highway Commercial District.
- Add Automobile parking lot to Highway Commercial District.
- Standardize language for Bed and Breakfast Country Inns.
- Add Commercial, Trade or Vocational schools as permitted uses to Highway and Neighborhood Commercial District. This category is currently a permitted use in the Commercial and Central Business District.
- Consolidate wording for Convenience Stores/Filling Stations and add as a conditional use to all districts.
- Add Funeral Parlors without a crematorium to Central Business and Commercial Districts as a separate category removed from Personal Services and delete wording 'in keeping with the historic Clarkdale tradition' from the Neighborhood Commercial District
- Delete Microbrewery, with or without food from Neighborhood and Highway Commercial – this is covered under Manufacturing, production and assembly of boutique consumable products.
- Add Manufacturing, production, and assembly of boutique consumable products to Highway and Neighborhood Commercial. This is currently a permitted use in the Commercial and Central Business District.

- Add **Museums** to Commercial and Central Business Districts. (This is a use we have in the Central Business District that is not specifically listed.)
- Add **Park and ride facilities** as a permitted use in Commercial and Highway Commercial.
- Create separate category for Repair shops for household small appliances et. al. in all Commercial Districts.
- Consolidate language for Residential uses into one category including single family and multi-family
- Remove Storage facilities from publicly owned, etc., to separate category in Commercial District.
- Replace Self-storage units with Storage facilities in Highway Commercial.
- Add Convenience stores/ with bulk storage of inflammable materials as a conditional use in Commercial District, add filling station language to this use in Commercial, Highway .and Neighborhood Commercial, delete Filling station in Commercial and Highway
- Add child or adult language to Day Care Center in Commercial and Central Business District.
- Add **Medical Facilities** as a conditional use for all commercial districts. Staff is suggesting this be added as a conditional use since the CUP process would allow discussion regarding items specific to a medical facility, such as hazardous material management.
- Add **Public Utilities** as a conditional use in Commercial and Highway District.
- Delete the words ‘without bars’ from the restaurants and sidewalk cafes category in Neighborhood Commercial and delete the wording ‘which do not serve alcohol ...’ from the Highway Commercial District.
- Delete Restaurants with bars as a secondary use from Highway Commercial.
- Move Taverns and Bars from a conditional use in Neighborhood and Highway Commercial to a permitted use and consolidate with the restaurant category.
- Delete Treatment facility as conditional use in Highway Commercial. This would be covered under medical facilities.
- Standardize language for wholesale establishments and move from a conditional use in the Highway Commercial District to a permitted use.
- Add Any use not listed but determined by the Community Development Director to be similar to Commercial District and standardize this language for all districts.

### **Town Center Commercial**

In addition to the above changes, staff is recommending the Town Center Commercial Zone be eliminated. This zoning classification was adopted in 2006 at the same time the Highway, Neighborhood and 89A Highway Corridor Overlay Districts were adopted. There is currently no property within Town boundaries with the Town Center Zoning and it is not specifically referenced in the General Plan. It appears to be superfluous to the code and duplicates those uses listed in the Central Business District. With the recommended elimination of the Town Center Commercial District, Section 3-10, the three subsequent commercial districts have been renumbered for consistency.

### **Planning Commission**

The Planning Commission conducted two worksessions and one public hearing. Several community members spoke in support of the proposed changes at the public hearing. The Planning Commission made a unanimous recommendation to move the draft ordinance forward to Council for consideration.

**Cattle**

Subsequent to the Planning Commission meeting, staff met with property owners who have an interest in the cattle industry to discuss the proposed changes to the commercial zoning districts. Staff made it clear at this meeting that uses typically associated with the production of beef, such as slaughter houses and feed lots, were not being proposed as uses appropriate for the commercial areas of Clarkdale. The definitions in Chapter 2 have been amended to eliminate these types of uses.

This discussion was productive in identifying uses such as an agricultural education centers and a working ranch functioning as a tourist destination as possible future uses for commercial property.

**Impact on Water**

Staff recognizes the impact of agricultural uses on the water supply. The site plan approval standards being proposed for agricultural uses requires connection to the Town of Clarkdale water system where connection is available within a reasonable distance as determined by the Town Manager.

In addition, staff has composed a new water fee structure for agricultural uses. Low water use crops produced for human consumption, such as tomatoes, beans and corn, typically use less water per acre than the average household use of 4,000 gallons per month. Grapes are another crop that use less than the typical monthly residential allotment. Crops produced for forage, to feed livestock, such as alfalfa, use more water than the average residence.

The proposed agriculture water rates are designed to discourage production of crops which require a large amount of water.

**Summary**

The changes being proposed provide clarification to the existing code and should make it easier to use by the public and staff. By combining specific uses, such as dressmaking, into a broader category, such as personal services, there is less likelihood a specific use that may be appropriate will be eliminated or overlooked. By adding additional uses, such as agriculture, the code addresses current trends in land use.

Staff sees specific benefits to allowing agricultural uses in commercial zones. First, local agriculture can provide food to residents to supplement what is currently available and raise the level of food security for our community. Availability of local produce can also serve as an economic incentive, evidenced by the current 'locavore' movement.

In addition, development of acreage for agriculture reduces the amount of property developed as hardscape and keeps a more rural feel for the area. Adding agriculture as a permitted use expands the options for property owners.

Senior Planner Escobar presented information on this agenda item.

Council discussion followed and the council specified the following direction:

- Clarify legality of requiring property owner to connect to town water system as their exclusive or secondary source of water and take away his/her right to drill a well away from them
- Provide option to connect to distribution system for effluent if/when it becomes available
- Make use of effluent rather than potable water mandatory for agriculture

- Make agriculture a conditional use in both commercial and industrial zones and establish fair guidelines for what use would be allowed
- Department should move forward with the straightforward changes for public hearing and return to council for updated agricultural issues.

**This is a work session item and no Council action is required.**

**PROPOSAL FOR PROFESSIONAL SERVICES TO DESIGN THE UPPER TOWN WATER MAIN REPLACEMENT PROJECT** – Discussion and consideration of a proposal from Southwestern Environmental Consultants (SEC) for the design of the Upper Town Water Main Replacement Project for the Town of Clarkdale.

The proposed Upper Town water system infrastructure improvements involve replacing approximately 12,800 linear feet (LF) of aged sub-standard four inch and six inch water mains and with new C-900 PVC eight inch and twelve inch water mains, updated fire hydrants, and provide new customer service connections from the new mains to the water meters. The new Upper Town water mains would be tied into the recently completed Ninth Street water system improvements. These improvements would reduce service outages, reduce water loss through distribution system leaks, and improve fire protection for Upper Town.

The work products included in this proposal would be to provide engineering services for the design and preparation of a field topographical survey, engineering plans, related details and drawings, contract documents, bid documents, regulatory submittals required to obtain the Approval To Construct from the Arizona Department of Environmental Quality (ADEQ), and preparation of necessary public utility easement descriptions.

On July 9, 2015 a selection committee comprised of Wayne Debrosky, Public Works/Utilities Director; Art Durazo, Public Works Superintendent; Ellen Yates, Administrative Supervisor; Curt Bohall, Town Councilman; and Dennis Inman, Citizen Representative; reviewed three engineering proposals for the design of the Upper Town Water Main Replacement Project. The three participating engineering firms, Shepard-Wesnitzer, Inc., Lyon Engineering, and Southwestern Environmental Consultants, were taken from the Town’s pre-approved engineer list.

The design proposals were:

<u>Firm</u>	<u>Proposal</u>
1. Shepard-Wesnitzer, Inc.	\$105,000.00
2. Lyon Engineering	99,260.00
<b>3. Southwestern Environmental Consultants</b>	<b>87,536.00</b>

At the July 9, 2015 meeting the Selection Committee unanimously agreed to recommend, based on the amount of their proposal, SEC, Inc. for the design of the project and to authorize Wayne Debrosky Public Works/Utilities Director to prepare a Staff Report for Town Council with that recommendation.

The Town has received a Technical Assistance Grant in the amount of \$35,000.00 for project design from the Water Infrastructure Agency (WIFA). The remaining balance of \$52,536.00, for engineering and design services, will be paid for out of the Water Depreciation Designated Funds.

Utilities/Public Works Director Debrosky presented information on this agenda item. A construction agreement between the Town and Southwestern Environmental Consultants would be drafted and brought back to council pending approval of this recommendation.

**Councilmember Bohall moved to approve the proposal for Professional Engineering Services for the Upper Town Water Main Replacement Project between Southwestern Environmental Consultants (SEC) and the Town of Clarkdale in the amount of \$87,536.00. Vice Mayor Dehnert seconded the motion which carried unanimously.**

After calling a five minute recess, Mayor Von Gausig resumed the meeting.

**PUBLIC HEARING REGARDING THE FISCAL YEAR 2015-2016 PRIMARY TAX LEVY AND FINAL BUDGET** – A hearing to receive public input on the Town of Clarkdale’s proposed primary tax levy, property tax collection, and the final budget for fiscal year 2015-2016.

The public hearing is to allow the public a chance to speak in favor, or against the proposed budget and the Primary Tax Levy. The complete budget has been published in the newspaper and is available at the Town Hall for inspection. The only deadline for adoption of the final budget is triggered by the statutory adoption date of the third Monday in August of the property tax levy. The property tax levy must be adopted at the August 12, 2014 Council meeting.

The Town had to notify the property taxpayers of its intention to raise the primary property taxes over the previous year’s level in order to stay in compliance with Section 42-17107, Arizona Revised Statutes. The Property Tax Oversight Commission informed the Town of Clarkdale that they would need to hold a truth in taxation hearing if the Town intended to levy a tax rate greater than \$1.5678. Truth in Taxation is a legislative practice to inform residents that their property taxes will increase due to either an increase to their property tax values or an increase in the property tax levy.

The current year net assessed real and personal property values for the Town of Clarkdale are \$28,546,654, up 2% from last year’s value of \$28,088,359. The 2015-2016 adopted preliminary budget and proposed final budget includes a property tax levy of \$490,000 with a levy rate of \$1.7165. Clarkdale is proposing an increase in primary property taxes of \$42,445 or 9.4838%. The proposed tax increase will cause the primary property taxes on a \$100,000 home to increase from \$156.78 to \$171.65, or \$14.87.

Year	Net Assessed Values	% Change	Tax Levy	Tax Rate
2010/2011	45,249,916	+ 2%	412,724	.9121
2011/2012	37,661,550	-17%	412,395	1.0950
2012/2013	30,930,102	-18%	412,391	1.3333
2013/2014	27,388,845	-11%	438,220	1.6000
2014/2015	28,088,359	+ 3%	442,083	1.5739
2015/2016	28,546,654	+2%	490,000	1.7165

On June 23, 2015, Town Council adopted the preliminary budget for the Town of Clarkdale which set the maximum limits the Town could spend for fiscal year 2015-2016. All cities and towns in Arizona

are subject to some form of expenditure limitation (the amount they can spend in a fiscal year). The Town of Clarkdale has adopted an alternative expenditure limitation in the form of a pure home rule option. This option states that each year the Council will, after a public hearing, set the coming year's expenditure limitation (the fiscal year budget).

Our 2015-2016 preliminary adopted budget is \$16,720,460 which reflects a 3.68% decrease from the 2014-2015 adopted budget of \$17,358,761. Our budget decrease is, in part, attributed to completed capital projects budgeted in 2014-2015, which included the wastewater treatment plant construction.

The final budget of \$16,720,460 on the Summary of Estimated Revenues and Expenditures/Expenses includes the expenditures for the following major funds:

<u>DEPARTMENT</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>%</u>
General Fund (Department Budgets & Donations)	\$ 4,066,311	\$4,155,629	+ 2.20
Special Revenue Funds (Streets, Grants, Impact Fee, Developers)	\$ 6,510,803	\$6,248,376	- 4.03
Capital Projects	\$ 696,657	\$ 748,797	+ 7.49
Permanent Funds (Cemetery Perpetual Care Funds)	\$ 41,004	\$ 30,119	-26.55
Enterprise Funds (Water, Wastewater, Sanitation, Cemetery)	\$ <u>6,043,984</u>	\$ <u>5,537,539</u>	<u>- 8.38</u>
TOTAL ALL FUNDS	\$17,358,758	\$16,720,460	- 3.68

Included in the Special Revenue Funds budget of \$6,248,376 is \$4,027,987 for possible grants, \$1,106,030 for possible development reimbursement projects and \$270,791 for possible impact fee projects. By budgeting for the additional funds, if funds are received from grant sources or developers, the municipality will be able to expend these funds.

There have been no changes in the Final Budget from the Preliminary Budget.

There was no public comment.

**This is a Public Hearing only and no action is required.**

**RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, ACKNOWLEDGING THE PROPOSED PRIMARY TAX LEVY OF \$ 490,000.00 WHICH REFLECTS A TAX RATE OF \$1.7165 FOR PROPERTY TAX COLLECTIONS IN THE 2015-2016 FISCAL YEAR BUDGET FOR THE TOWN OF CLARKDALE** – Discussion and consideration of Resolution # 1499 a Resolution acknowledging the proposed primary tax levy of \$ 490,000.00 which reflects a tax rate of \$ 1.7165 for 2015-2016 property tax collections.

The Town had to notify the property taxpayers of its intention to raise the primary property taxes over the previous year's level in order to stay in compliance with Section 42-17107, Arizona Revised Statutes. The Property Tax Oversight Commission informed the Town of Clarkdale that they would need to hold a truth in taxation hearing if the Town intended to levy a tax rate greater than \$1.5678.

Truth in Taxation is a legislative practice to inform residents that their property taxes will increase due to either an increase to their property tax values or an increase in the property tax levy.

The current year net assessed real and personal property values for the Town of Clarkdale are \$28,546,654, up 2% from last year's value of \$28,088,359. The 2015-2016 adopted preliminary budget and proposed final budget includes a property tax levy of \$490,000 with a levy rate of \$1.7165. Clarkdale is proposing an increase in primary property taxes of \$42,445 or 9.4838%. The proposed tax increase will cause the primary property taxes on a \$100,000 home to increase from \$156.78 to \$171.65, or \$14.87.

Year	Net Assessed Values	% Change	Tax Levy	Tax Rate
2010/2011	45,249,916	+ 2%	412,724	.9121
2011/2012	37,661,550	-17%	412,395	1.0950
2012/2013	30,930,102	-18%	412,391	1.3333
2013/2014	27,388,845	-11%	438,220	1.6000
2014/2015	28,088,359	+ 3%	442,083	1.5739
2015/2016	28,546,654	+2%	490,000	1.7165

This vote by Council will be taken by roll call.

Voting Member	Aye/Nay
Council Member Curtiss Bohall	Aye
Council Member Scott Buckley	Aye
Vice Mayor Richard Dehnert	Aye
Council Member Bill Regner	Aye
Mayor Doug Von Gausig	Aye

**The vote passed unanimously.**

**RESOLUTION FOR THE ADOPTION OF THE FINAL BUDGET FOR FISCAL YEAR 2015-2016** – Discussion and consideration of Resolution # 1500 a Resolution adopting the FY 2015-2016 Budget per A.R.S. § 42-17105 (A) to consider, finally determine and adopt estimates of the proposed expenditures for the purposes stated in the published budget of the Town.

On June 23 2015, Town Council adopted the preliminary budget for the Town of Clarkdale which set the maximum limits the Town could spend for fiscal year 2015-2016. All cities and towns in Arizona are subject to some form of expenditure limitation (the amount they can spend in a fiscal year). The Town of Clarkdale has adopted an alternative expenditure limitation in the form of a pure home rule option. This option states that each year the Council will, after a public hearing, set the coming year's expenditure limitation (the fiscal year budget).

The current year net assessed real and personal property values for the Town of Clarkdale are \$28,546,654, up 2% from last year's value of \$28,088,359. The 2015-2016 adopted preliminary budget and proposed final budget includes a property tax levy of \$490,000 with a levy rate of \$1.7165.

Our 2015-2016 preliminary adopted budget is \$16,720,460 which reflects a 3.68% decrease from the 2014-2015 adopted budget of \$17,358,761. Our budget decrease is, in part, attributed to completed capital projects budgeted in 2014-2015, which included the wastewater treatment plant construction.

The final budget of \$16,720,460 on the Summary of Estimated Revenues and Expenditures includes the expenditures for the following major funds:

<u>DEPARTMENT</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>%</u>
General Fund (Department Budgets & Donations)	\$ 4,066,311	\$4,155,629	+ 2.20
Special Revenue Funds (Streets, Grants, Impact Fee, Developers)	\$ 6,510,803	\$6,248,376	- 4.03
Capital Projects	\$ 696,657	\$ 748,797	+ 7.49
Permanent Funds (Cemetery Perpetual Care Funds)	\$ 41,004	\$ 30,119	-26.55
Enterprise Funds (Water, Wastewater, Sanitation, Cemetery)	\$ <u>6,043,984</u>	\$ <u>5,537,539</u>	<u>- 8.38</u>
<b>TOTAL ALL FUNDS</b>	<b>\$17,358,758</b>	<b>\$16,720,460</b>	<b>- 3.68</b>

Included in the Special Revenue Funds budget of \$6,248,376 is \$4,027,987 for possible grants, \$1,106,030 for possible development reimbursement projects and \$270,791 for possible impact fee projects. By budgeting for the additional funds, if funds are received from grant sources or developers, the municipality will be able to expend these funds.

There have been no changes in the Final Budget from the Preliminary Budget.

**Councilmember Regner moved to approve Resolution # 1500, a Resolution for the Adoption of the Final Budget for Fiscal Year 2015-2016. Vice Mayor Dehnert seconded the motion. The motion passed unanimously.**

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

- Residential agriculture zoning code and uses

**ADJOURNMENT** – Without objection Mayor Von Gausig adjourned the meeting at 5:16 P.M.

APPROVED:

ATTESTED/SUBMITTED:

\_\_\_\_\_  
Doug Von Gausig, Acting 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 28<sup>th</sup> day of July, 2015. I further certify that meeting was duly called and held and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

SEAL

\_\_\_\_\_  
Kathy Bainbridge, Town Clerk

**TOWN OF CLARKDALE FINAL BUDGET**  
**Summary Schedule of Estimated Revenues and Expenditures/Expenses**  
**Fiscal Year 2016**

Fiscal Year	S c h	FUNDS							Total All Funds
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	
<b>Adopted/Adjusted Budgeted</b>									
2015	E	4,066,312	6,510,803	0	696,657	41,004	6,043,985	0	17,358,761
2015	E	2,856,047	699,534	0	59,659	0	1,821,427	0	5,436,667
2016	E	309,287	901,399		37,297	40,569	2,509,022		3,797,574
2016	B	490,000							490,000
2016	B								0
<b>Estimated Revenues Other than Property Taxes</b>									
2016	C	3,292,696	5,299,935	0	660,000	4,550	3,175,704	0	12,432,885
2016	D	0	0	0	0	0	0	0	0
2016	D	0	0	0	0	0	0	0	0
2016	D	206,366	91,221	0	51,500	0	270,005	0	619,092
2016	D	142,721	44,179	0	0	15,000	417,192	0	619,092
2016									
<b>LESS: Amounts for Future Debt Retirement:</b>									
									0
									0
									0
2016		4,155,629	6,248,376	0	748,797	30,119	5,537,539	0	16,720,460
2016	E	4,155,629	6,248,376	0	748,797	30,119	5,537,539	0	16,720,460

**EXPENDITURE LIMITATION COMPARISON**

	2015	2016	
1. Budgeted expenditures/expenses	\$ 17,358,761	\$ 16,720,460	Changed by % -3.68%
2. Add/subtract: estimated net reconciling items			
3. Budgeted expenditures/expenses adjusted for reconciling items	17,358,761	16,720,460	
4. Less: estimated exclusions			Changed by \$ -\$638,301
5. Amount subject to the expenditure limitation	\$ 17,358,761	\$ 16,720,460	
6. EEC expenditure limitation	\$	\$	

The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

\* Includes Expenditure/Expense Adjustments Approved in the current year from Schedule E.

\*\* Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.

\*\*\* Amounts on this line represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

**TOWN OF CLARKDALE FINAL BUDGET**  
**Tax Levy and Tax Rate Information**  
**Fiscal Year 2016**

	<b>2015</b>	<b>2016</b>
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ 475,058	\$ 490,546
2. Amount received from primary property taxation in the <b>current year</b> in excess of the sum of that year's maximum allowable primary property tax levy. A.R.S. §42-17102(A)(18)	\$	
3. Property tax levy amounts		
A. Primary property taxes	\$ 442,083	\$ 490,000
B. Secondary property taxes		
C. Total property tax levy amounts	\$ 442,083	\$ 490,000
4. Property taxes collected*		
A. Primary property taxes		
(1) <b>Current</b> year's levy	\$ 416,434	
(2) Prior years' levies	15,292	
(3) Total primary property taxes	\$ 431,727	
B. Secondary property taxes		
(1) <b>Current</b> year's levy	\$	
(2) Prior years' levies		
(3) Total secondary property taxes	\$	
C. Total property taxes collected	\$ 431,727	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	1.5739	1.7165
(2) Secondary property tax rate		
(3) Total city/town tax rate	1.5739	1.7165
B. Special assessment district tax rates		

Secondary property tax rates - As of the date the proposed budget was prepared, the city/town was operating zero special assessment districts for which secondary property taxes are levied. For information pertaining to these special assessment districts and their tax rates, please contact the city/town.

\* Includes actual property taxes collected as of the date the proposed budget was prepared, plus estimated property tax collections for the remainder of the fiscal year.

**TOWN OF CLARKDALE FINAL BUDGET**  
**Revenues Other Than Property Taxes**  
**Fiscal Year 2016**

SOURCE OF REVENUES	ESTIMATED REVENUES 2015	ACTUAL REVENUES* 2015	ESTIMATED REVENUES 2016
<b>GENERAL FUND</b>			
<b>Local taxes</b>			
Local Sales Tax	\$ 928,000	\$ 850,000	\$ 963,705
<b>Licenses and permits</b>			
Business & Home Occupational Licenses	7,000	6,100	6,675
Building permits	43,000	53,000	46,000
General Planning and Zoning	1,500	2,330	1,000
Right-of-Way Permits			2,000
Liquor Licenses		750	100
Special Event Permit		150	100
<b>Intergovernmental</b>			
County Motor Vehicle Licenses	221,610	221,610	237,937
Yavapai County Library District	34,352	34,090	34,000
State Sales Tax Revenue Sharing	362,794	362,794	383,571
State Income Tax Revenue Sharing	495,938	495,938	493,278
<b>Charges for services</b>			
Facilities Rentals	8,800	12,500	9,000
Animal Control	1,500	1,500	1,500
Museum Utility Reimbursement	2,000	2,000	2,000
Police Special Project Reimbursement		165	
Facility Ambassador Reimbursements	11,195	700	11,195
Verde River Outfitters Fees	40,000	40,265	39,135
Verde River Day Use Fees		5,290	5,000
Reimbursement - Court Appointed Attorney		700	800
<b>Fines and forfeits</b>			
Magistrate Court Fines	20,000	30,100	25,650
Forfeitures and Auctions	25,000		25,000
<b>Interest on investments</b>			
LGIP Interest	200	425	200
Wells Fargo Interest	250	150	250
<b>Donations</b>			
Library	7,000	3,600	7,000
Parks & Recreation	15,900	6,794	15,900
Police	16,700	5,610	16,700
Yavapai Apache Nation	12,250	16,875	12,250
Other Donations	505,000	320	505,000
<b>Miscellaneous</b>			
Franchise Royalties	90,000	93,600	92,000
Miscellaneous Revenue	5,467	7,781	3,000
Development & Growth	100,000		100,000
Excise Tax Refunds	2,740	2,775	2,750
Contingency Revenue	250,000		250,000
<b>Total General Fund</b>	<b>\$ 3,208,196</b>	<b>\$ 2,257,912</b>	<b>\$ 3,292,696</b>
<b>SPECIAL REVENUE FUNDS</b>			
Highway User - Streets	\$ 299,054	\$ 299,053	\$ 313,102
Interest	549	1,025	500
Miscellaneous			
<b>Total Highway User Revenue Fund</b>	<b>\$ 299,603</b>	<b>\$ 300,078</b>	<b>\$ 313,602</b>

**TOWN OF CLARKDALE FINAL BUDGET**  
**Revenues Other Than Property Taxes**  
**Fiscal Year 2016**

SOURCE OF REVENUES	ESTIMATED REVENUES 2015	ACTUAL REVENUES* 2015	ESTIMATED REVENUES 2016
<b>Other Special Revenue Funds</b>			
Developer Reimbursables	\$ 800,000	\$ 3,500	\$ 800,000
CDBG	264,049		264,000
Grant Fund	4,098,872	208,115	3,919,453
Impact Fee Fund	380	455	380
Court Reimbursement Fund	2,500	2,500	2,500
<b>Total Other Special Revenue Funds</b>	<b>\$ 5,165,801</b>	<b>\$ 214,570</b>	<b>\$ 4,986,333</b>
<b>Total Special Revenue Funds</b>	<b>\$ 5,465,404</b>	<b>\$ 514,648</b>	<b>\$ 5,299,935</b>
<b>CAPITAL PROJECTS FUNDS</b>			
CIP	\$ 600,000		\$ 660,000
	\$ 600,000		\$ 660,000
<b>Total Capital Projects Funds</b>	<b>\$ 600,000</b>		<b>\$ 660,000</b>
<b>PERMANENT FUNDS</b>			
Cemetery Perpetual Care	\$ 4,640	\$ 6,250	\$ 4,550
	\$ 4,640	\$ 6,250	\$ 4,550
<b>Total Permanent Funds</b>	<b>\$ 4,640</b>	<b>\$ 6,250</b>	<b>\$ 4,550</b>
<b>ENTERPRISE FUNDS</b>			
<b>Water</b>			
Customer Usage and Account Fees	\$ 1,330,950	\$ 1,278,600	\$ 1,331,353
Connection Fees - Type A	15,000	5,000	15,000
Tap Fees	1,000		1,000
Water Capacity Fee	69,660	34,830	69,860
Water Resource Development Fee	85,344	72,572	85,344
Water Conservation	5,334	4,535	5,334
Adjudication & Settlements	8,748	7,438	8,748
Regional Water Projects	5,700	6,688	5,700
Twin Fives Construction WIFA Reimbursement			
Investment Interest	1,670	2,868	1,805
<b>Water Fund Revenue Total</b>	<b>\$ 1,523,406</b>	<b>\$ 1,412,531</b>	<b>\$ 1,524,144</b>
<b>Wastewater</b>			
Wastewater O&M Revenue	\$ 554,700	\$ 555,532	\$ 605,110
Wastewater Sludge Removal	50	24	20
Wastewater Line Replacement Revenue	32,000	31,876	32,000
WW Plant & Equipment Improvements	668,140	663,640	668,140
WW Capacity Fees	25,235	10,078	25,235
WW Lift Station	130	93	130
<b>Wastewater Fund Revenue Total</b>	<b>\$ 1,280,255</b>	<b>\$ 1,261,243</b>	<b>\$ 1,330,635</b>
<b>Cemetery</b>			
Lot Sales, Internments, Dome Sales	\$ 30,100	\$ 30,470	\$ 27,675
<b>Cemetery Fund Revenue Total</b>	<b>\$ 30,100</b>	<b>\$ 30,470</b>	<b>\$ 27,675</b>
<b>Sanitation</b>			
Sanitation User Fees	\$ 293,000	\$ 293,000	\$ 293,000
Interest Income	250	250	250
<b>Sanitation Fund Revenue Total</b>	<b>\$ 293,250</b>	<b>\$ 293,250</b>	<b>\$ 293,250</b>
<b>Total Enterprise Funds</b>	<b>\$ 3,127,011</b>	<b>\$ 2,997,494</b>	<b>\$ 3,175,704</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 12,405,251</b>	<b>\$ 5,776,304</b>	<b>\$ 12,432,885</b>

\* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

**TOWN OF CLARKDALE FINAL BUDGET**  
**Other Financing Sources/<Uses> and Interfund Transfers**  
**Fiscal Year 2016**

FUND	OTHER FINANCING 2016		INTERFUND TRANSFERS 2016	
	SOURCES	<USES>	IN	<OUT>
<b>GENERAL FUND</b>				
General Fund to Streets Fund - Tax	\$	\$	\$	\$ 91,221
General Fund to CIP Fund				
General Fund to CIP Fund - Const. Tax				51,500
Water Fund Admin Fee Transfer			56,111	
Wastewater Fund Admin Fee Transfer			36,112	
Street Fund Admin Fee Transfer			36,802	
Cemetery Fund Admin Fee Transfer			3,880	
Grants Fund Admin Fee Transfer			7,377	
Sanitation Fund Admin Fee Transfer			26,084	
Sanitation Fund Transfer to GF for Streets			40,000	
<b>Total General Fund</b>	\$	\$	\$ 206,366	\$ 142,721
<b>SPECIAL REVENUE FUNDS</b>				
Street Fund from General Fund	\$	\$	\$ 91,221	\$
Street Fund Admin Fee Transfer to GF				36,802
Grants Fund Admin Fee Transfer to GF				7,377
<b>Total Special Revenue Funds</b>	\$	\$	\$ 91,221	\$ 44,179
<b>CAPITAL PROJECTS FUNDS</b>				
General Fund to CIP Fund	\$	\$	\$	\$
General Fund to CIP - Const. Tax			51,500	
<b>Total Capital Projects Funds</b>	\$	\$	\$ 51,500	\$
<b>PERMANENT FUNDS</b>				
Perpetual Care to Cemetery Fund	\$	\$	\$	\$ 15,000
<b>Total Permanent Funds</b>	\$	\$	\$	\$ 15,000
<b>ENTERPRISE FUNDS</b>				
Water Fund Admin Fee to GF	\$	\$	\$	\$ 56,111
Water O&M to Water P&E (DS)				51,925
Water P&E from Water O&M(DS)			51,925	
WW Fund Admin Fee to GF				36,112
WW O&M to WW P&E (DS)				203,080
WW P&E from WW O&M (DS)			203,080	
Cemetery Admin Fee to GF				3,880
Cemetery from Perpetual Care			15,000	
Sanitation Admin Fee to GF				26,084
Sanitation Fund to GF for Streets				40,000
<b>Total Enterprise Funds</b>	\$	\$	\$ 270,005	\$ 417,192
<b>TOTAL ALL FUNDS</b>	\$	\$	\$ 619,092	\$ 619,092

**TOWN OF CLARKDALE FINAL BUDGET**  
**Expenditures/Expenses by Fund**  
**Fiscal Year 2016**

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2015	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2015	ACTUAL EXPENDITURES/ EXPENSES* 2015	BUDGETED EXPENDITURES/ EXPENSES 2016
<b>GENERAL FUND</b>				
Contingency	\$ 722,583	\$	\$ 124,646	\$ 689,291
Administration	276,942	1,800	278,734	279,072
Town Clerk	107,667	6,300	113,967	102,155
Human Resources	60,103	(2,000)	56,373	52,791
Town Wide Services	302,276	(36,060)	265,130	289,573
Library	73,322		69,812	72,419
Community Development	365,905	(4,000)	360,235	379,394
Community Services	119,625		118,684	118,607
Parks & Recreation	51,300	(44,500)	6,430	9,900
Court	82,759		81,939	84,411
Police	837,453	37,860	886,396	937,666
Verde River RAPS		40,000	40,265	44,135
Public Works	437,215	600	437,377	451,597
Donations	629,162		16,059	644,619
<b>Total General Fund</b>	<b>\$ 4,066,312</b>	<b>\$</b>	<b>\$ 2,856,047</b>	<b>\$ 4,155,629</b>
<b>SPECIAL REVENUE FUNDS</b>				
Streets	\$ 577,543	\$	\$ 329,313	\$ 573,808
Development Reimbursement	1,106,030		2,500	1,106,030
CDBG	264,049		80	264,000
Grants	4,280,348		358,141	4,027,987
Court Enhancement Fund	3,400			5,760
Impact Fee Fund	279,433		9,500	270,791
<b>Total Special Revenue Funds</b>	<b>\$ 6,510,803</b>	<b>\$</b>	<b>\$ 699,534</b>	<b>\$ 6,248,376</b>
<b>CAPITAL PROJECTS FUNDS</b>				
Capital Projects fund	\$ 696,657	\$	\$ 59,659	\$ 748,797
<b>Total Capital Projects Funds</b>	<b>\$ 696,657</b>	<b>\$</b>	<b>\$ 59,659</b>	<b>\$ 748,797</b>
<b>PERMANENT FUNDS</b>				
Cemetery Perpetual Care	\$ 41,004	\$	\$	\$ 30,119
<b>Total Permanent Funds</b>	<b>\$ 41,004</b>	<b>\$</b>	<b>\$</b>	<b>\$ 30,119</b>
<b>ENTERPRISE FUNDS</b>				
<b>Wastewater Fund</b>				
Wastewater O&M	\$ 348,233	\$	\$ 357,418	\$ 365,918
Wastewater Sludge Removal	15,587		6,024	5,185
Wastewater Line Replacement	490,023		4,505	522,279
WW Plant & Equipment Improve	2,126,329		1,453,480	1,488,850
WW Capacity Fees	35,307			50,412
WW Lift Station	52,820			52,910
<b>Total Wastewater Fund</b>	<b>\$ 3,068,299</b>	<b>\$</b>	<b>\$ 1,821,427</b>	<b>\$ 2,485,554</b>
<b>Water Fund</b>				
Water O&M	\$ 1,240,039	\$	\$ 1,240,039	\$ 1,239,966
Water Capital Improvement	1,296,298		97,725	1,367,291
Water Capacity Fee	92,933			125,712
<b>Total Water Fund</b>	<b>\$ 2,629,270</b>	<b>\$</b>	<b>\$ 1,337,764</b>	<b>\$ 2,732,968</b>
<b>Sanitation Fund</b>				
Sanitation	305,416		292,077	280,221
<b>Total Sanitation Fund</b>	<b>\$ 305,416</b>	<b>\$</b>	<b>\$ 292,077</b>	<b>\$ 280,221</b>
<b>Cemetery Fund</b>				
Cemetery	41,000		43,287	38,795
<b>Total Cemetery Fund</b>	<b>\$ 41,000</b>	<b>\$</b>	<b>\$ 43,287</b>	<b>\$ 38,795</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>\$ 6,043,985</b>	<b>\$</b>	<b>\$ 3,494,555</b>	<b>\$ 5,537,539</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 17,358,761</b>	<b>\$</b>	<b>\$ 7,109,794</b>	<b>\$ 16,720,460</b>

\* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

**TOWN OF CLARKDALE FINAL BUDGET**  
**Full-Time Employees and Personnel Compensation**  
**Fiscal Year 2016**

FUND	Full-Time Equivalent (FTE) 2016	Employee Salaries and Hourly Costs 2016	Retirement Costs 2016	Healthcare Costs 2016	Other Benefit Costs 2016	Total Estimated Personnel Compensation 2016
<b>GENERAL FUND</b>	29	\$ 1,378,725	\$ 203,006	\$ 324,659	\$ 29,320	\$ 1,935,710
<b>SPECIAL REVENUE FUNDS</b>						
Streets	2	\$ 104,116	\$ 11,942	\$ 32,172	\$ 16,263	\$ 164,493
Grants	1	78,077	18,745	26,419	5,360	128,601
<b>Total Special Revenue Funds</b>	<b>3</b>	<b>\$ 182,193</b>	<b>\$ 30,687</b>	<b>\$ 58,591</b>	<b>\$ 21,623</b>	<b>\$ 293,094</b>
<b>DEBT SERVICE FUNDS</b>						
		\$	\$	\$	\$	\$
<b>Total Debt Service Funds</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>CAPITAL PROJECTS FUNDS</b>						
		\$	\$	\$	\$	\$
<b>Total Capital Projects Funds</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>PERMANENT FUNDS</b>						
		\$	\$	\$	\$	\$
<b>Total Permanent Funds</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>ENTERPRISE FUNDS</b>						
Wastewater	3	\$ 106,276	\$ 12,190	\$ 28,373	\$ 8,021	\$ 154,860
Sanitation(Shared with Cemetery)	1	21,236	2,436	8,547	47	32,266
Cemetery		15,343	1,760	6,410		23,513
Water	4	192,476	22,077	53,070	8,434	276,057
<b>Total Enterprise Funds</b>	<b>8</b>	<b>\$ 335,331</b>	<b>\$ 38,463</b>	<b>\$ 96,400</b>	<b>\$ 16,502</b>	<b>\$ 486,696</b>
<b>INTERNAL SERVICE FUND</b>						
		\$	\$	\$	\$	\$
<b>Total Internal Service Fund</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>TOTAL ALL FUNDS</b>	<b>40</b>	<b>\$ 1,896,249</b>	<b>\$ 272,156</b>	<b>\$ 479,650</b>	<b>\$ 67,445</b>	<b>\$ 2,715,500</b>

7/06/2015 10:52 AM  
 DEPT: ALL  
 PAYROLL NO#: 01  
 PAY PERIOD BEGINNING: 7/06/2015  
 PAY PERIOD ENDING: 7/06/2015

PAYROLL CALCULATION  
 PRELIMINARY

PAGE: 4  
 CALC. CT.: 1

\*\*\* GRAND TOTALS \*\*\*

EARNINGS			BENF/REIMB		DEDUCTIONS			TAXES				
DESC	HRS	AMOUNT	DESC	AMOUNT	CD	ABBV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
VEE	49.42	783.31							FED W/H	791.24	46.05	
CT	0.50	7.93							ST WH AZ	791.24	33.23	
									FICA	791.24	49.06	49.06
									MEDI	791.24	11.47	11.47
TOTALS:	49.92	791.24		0.00							139.81	60.53

DEPARTMENT RECAP

DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
	791.24	0.00	0.00	791.24	0.00	0.00	0.00	139.81	651.43
TOTALS	791.24	0.00	0.00	791.24	0.00	0.00	0.00	139.81	651.43

REGULAR INPUT: 1      MANUAL INPUT: 0      CHECK STUB COUNT: 0      DIRECT DEPOSIT STUB COUNT: 1

7/13/2015 12:08 PM  
 DEPT: ALL  
 PAYROLL NO#: 01  
 PAY PERIOD BEGINNING: 6/28/2015  
 PAY PERIOD ENDING: 7/11/2015

PAYROLL CALCULATION  
 PRELIMINARY

PAGE: 27  
 CALC. CT.: 2

\*\*\* GRAND TOTALS \*\*\*

EARNINGS			BENF/REIMB		DEDUCTIONS			TAXES				
DESC	HRS	AMOUNT	DESC	AMOUNT	CD	ABBV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
SAL	563.50	19,307.93			2EC	2EC	5.77	368.99	FED W/H	58,093.05	5,500.52	
HOURL	2,075.00	37,660.56			2EF	2EF	15.32	555.59	ST WH AZ	58,093.05	1,844.44	
OT	74.50	2,161.02			2ES	2ES	9.65	442.19	FICA	67,439.75	4,181.27	4181.27
OC	787.50	787.50			2HS	2HS	245.00	317.10	MEDI	67,439.75	977.87	977.87
FTO	0.00	60.00			APR	APR	104.86					
HOL	71.75	2,146.59			APS	APS	36.37					
VEE	277.00	4,828.61			CEF	CEF	352.80	1322.58				
VDH	61.50	2,488.63			CEO	CEO		2002.14				
VFSLA	15.00	326.54			CES	CES	230.68	1095.78				
SICK	15.00	281.28			HEC	HEC	84.00	1566.44				
CE	24.38	0.00			HEF	HEF	252.00	2891.05				
CT	2.25	45.00			HEO	HEO		2255.49				
					HES	HES	161.30	2324.05				
					HSA	HSA	989.27	1910.84				
					ICM	ICMA	1041.69	157.69				
					LTD	STLTD	59.68	59.68				
					PAC	PSACR		703.62				
					PSR	PSR	1736.95	3888.42				
					SR	STRET	5643.17	5643.17				
					SRB	STRBB	349.89					
					TIA	TIFA	575.00					
					VEC	VEC	16.08					
					VEF	VEF	89.88					
					VEO	VEO	44.73					
					VES	VES	52.57					
					VLC	VLC	0.32					
					VLE	VLE	42.70					
					VLS	VLS	2.30					
TOTALS:	3,967.38	70,093.66		0.00			12141.98	27504.82			12,504.10	5159.14

DEPARTMENT RECAP

DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
	70,093.66	56,968.49	4,307.61	7,970.06	847.50	0.00	12,141.98	12,504.10	45,447.58
TOTALS	70,093.66	56,968.49	4,307.61	7,970.06	847.50	0.00	12,141.98	12,504.10	45,447.58

REGULAR INPUT: 47      MANUAL INPUT: 0      CHECK STUB COUNT: 0      DIRECT DEPOSIT STUB COUNT: 47

7/27/2015 12:05 PM  
 DEPT: ALL  
 PAYROLL NO#: 01  
 PAY PERIOD BEGINNING: 7/12/2015  
 PAY PERIOD ENDING: 7/25/2015

PAYROLL CALCULATION  
 PRELIMINARY

PAGE: 29  
 CALC. CT.: 2

\*\*\* GRAND TOTALS \*\*\*

EARNINGS			BENF/REIMB		DEDUCTIONS				TAXES			
DESC	HRS	AMOUNT	DESC	AMOUNT	CD	ABBV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
SAL	546.50	20,214.03			2EC	2EC	5.77	368.99	FED W/H	59,438.34	5,481.43	
HOOR	2,287.75	42,068.75			2EF	2EF	15.32	555.59	ST WH AZ	59,438.34	1,907.07	
OT	51.25	1,532.13			2ES	2ES	9.65	442.19	FICA	68,728.41	4,261.18	4261.18
OC	745.00	745.00			2HS	2HS	245.00	317.10	MEDI	68,728.41	996.59	996.59
FTO	0.00	60.00			APR	APR	90.83	14.03				
VEE	154.73	2,933.75			APS	APS	36.37					
VDH	90.00	3,229.23			CEF	CEF	352.80	1322.58				
VFSIA	3.50	94.64			CEO	CEO		2002.14				
SICK	23.25	427.06			CES	CES	230.68	1095.78				
CE	8.63	0.00			HEC	HEC	84.00	1566.44				
CT	3.75	58.73			HEF	HEF	252.00	2891.05				
					HEO	HEO		2255.49				
					HES	HES	161.30	2324.05				
					HSA	HSA	989.27	1910.84				
					ICM	ICMA	1041.69	157.69				
					LTD	STLTD	60.53	60.53				
					PAC	PSACR		717.86				
					PSR	PSR	1602.18	3586.67				
					SR	STRET	5721.31	5721.31				
					SRB	STRBB	349.89					
					TIA	TIAA	575.00					
					VEC	VEC	16.08					
					VEF	VEF	89.88					
					VEO	VEO	39.76	4.97				
					VES	VES	52.57					
					VLC	VLC	0.32					
					VLE	VLE	65.70					
					VLS	VLS	6.90					
TOTALS:	3,914.36	71,363.32		0.00			12094.80	27315.30			12,646.27	5257.77

DEPARTMENT RECAP

DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
	71,363.32	62,282.78	1,532.13	6,743.41	805.00	0.00	12,094.80	12,646.27	46,622.25
TOTALS	71,363.32	62,282.78	1,532.13	6,743.41	805.00	0.00	12,094.80	12,646.27	46,622.25

REGULAR INPUT: 54      MANUAL INPUT: 0      CHECK STUB COUNT: 0      DIRECT DEPOSIT STUB COUNT: 54

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	7/06/2015			072593		
C-CHECK	VOID CHECK	V	7/14/2015			072623		
C-CHECK	VOID CHECK	V	7/15/2015			072654		
C-CHECK	VOID CHECK	V	7/14/2015			072655		
C-CHECK	VOID CHECK	V	7/14/2015			072657		
C-CHECK	VOID CHECK	V	7/28/2015			072735		

* * T O T A L S * *		NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:		0	0.00	0.00	0.00
HAND CHECKS:		0	0.00	0.00	0.00
DRAFTS:		0	0.00	0.00	0.00
EFT:		0	0.00	0.00	0.00
NON CHECKS:		0	0.00	0.00	0.00
VOID CHECKS:					
	VOID DEBITS		0.00		
	VOID CREDITS		0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: *	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			6	0.00	0.00	0.00
BANK: *		TOTALS:	6	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0001	ARIZONA STATE RETIREMENT SYSTE							
	I-LTDPPE 07112015	D	7/15/2015	119.36		000000		
	I-SR PPE 07112015	D	7/15/2015	11,286.34		000000		
	I-SRBPPE 07112015	D	7/15/2015	349.89		000000		11,755.59
0001	ARIZONA STATE RETIREMENT SYSTE							
	I-LTDPPE 07252015	D	7/29/2015	121.06		000000		
	I-SR PPE 07252015	D	7/29/2015	11,442.62		000000		
	I-SRBPPE 07252015	D	7/29/2015	319.89		000000		11,913.57
0069	CITY OF COTTONWOOD							
	I-0000622	D	7/28/2015	40,112.71		000000		40,112.71
0074	INTERNAL REVENUE SERVICE							
	I-T1 J MAYB070615	D	7/07/2015	46.05		000000		
	I-T3 J MAYB070615	D	7/07/2015	98.12		000000		
	I-T4 J MAYB070615	D	7/07/2015	22.94		000000		167.11
0074	INTERNAL REVENUE SERVICE							
	I-T1 PPE 07112015	D	7/15/2015	5,500.52		000000		
	I-T3 PPE 07112015	D	7/15/2015	3,362.54		000000		
	I-T4 PPE 07112015	D	7/15/2015	1,955.74		000000		15,818.80
0074	INTERNAL REVENUE SERVICE							
	I-T1 PPE 07252015	D	7/29/2015	5,481.43		000000		
	I-T3 PPE 07252015	D	7/29/2015	8,522.36		000000		
	I-T4 PPE 07252015	D	7/29/2015	1,993.16		000000		15,996.97
0637	WATER INFRASTRUCTURE FINANCE A							
	I-910152-12-7-1-15	D	7/01/2015	241,141.20		000000		
	I-920235-13-7-1-15	D	7/01/2015	38,560.88		000000		279,702.08
0008	ARIZONA CITY MANAGERS ASSOCIAT							
	I-2015-2016	R	7/06/2015	200.00		072566		200.00
0011	ARIZONA MUNICIPAL CLERK'S ASSO							
	I-2015-2016 ASSOC	R	7/06/2015	50.00		072567		
	I-2015-2016FULL	R	7/06/2015	75.00		072567		125.00
0012	ARIZONA MUNICIPAL RISK RETENTI							
	I-9392	R	7/06/2015	24,535.75		072568		24,535.75
0010	ARIZONA PUBLIC SERVICE							
	I-070115-0286	R	7/06/2015	4,152.88		072569		4,152.88

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0020	BEYOND EXPRESS II							
I-070315	BEYOND EXPRESS II	R	7/06/2015	222.60		072570		222.60
0056	BUG-ME-NOT PEST CONTROL							
I-070115A	BUG-ME-NOT PEST CONTROL	R	7/06/2015	55.00		072571		
I-070115B	BUG-ME-NOT PEST CONTROL	R	7/06/2015	42.00		072571		97.00
0223	COPPERPOINT MUTUAL INSURANCE C							
I-161368358	COPPERPOINT MUTUAL INSURANCE C	R	7/06/2015	180.00		072572		180.00
0197	GAYLE MABERY							
I-60815	GAYLE MABERY	R	7/06/2015	196.20		072573		196.20
0150	INTERNATIONAL CITY/COUNTY MANA							
I-ICHA 15-16	INTERNATIONAL CITY/COUNTY MANA	R	7/06/2015	763.25		072574		763.25
0146	LEAGUE OF ARIZONA CITIES AND T							
I-2015-2016	LEAGUE OF ARIZONA CITIES AND T	R	7/06/2015	5,760.00		072575		5,760.00
0025	LEGEND TECHNICAL SVC OF AZ, IN							
I-1509320	LEGEND TECHNICAL SVC OF AZ, IN	R	7/06/2015	216.00		072576		216.00
0869	LINDA LOMBARDO							
I-070115	LINDA LOMBARDO	R	7/06/2015	99.37		072577		99.37
0219	NACOG							
I-2015-01	NACOG	R	7/06/2015	936.00		072578		936.00
0084	NALWUA							
I-73	NALWUA	R	7/06/2015	1,364.15		072579		1,364.15
0049	NICE JONS, INC							
I-13200	NICE JONS, INC	R	7/06/2015	71.50		072580		
I-13207	NICE JONS, INC	R	7/06/2015	407.00		072580		478.50
0042	US POSTMASTER							
I-70115 POSTAGE	US POSTMASTER	R	7/06/2015	800.00		072581		800.00
0026	VERDE VALLEY OUTDOOR POWER EQU							
I-80002	VERDE VALLEY OUTDOOR POWER EQU	R	7/06/2015	46.20		072582		46.20
0566	WATER ENVIRONMENT FEDERATION							
I-90000329634	WATER ENVIRONMENT FEDERATION	R	7/06/2015	166.00		072583		166.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0310	ZEROWASTE USA, INC							
I-90734	ZEROWASTE USA, INC	R	7/06/2015	171.75		072534		171.75
0075	ARIZONA DEPARTMENT OF REVENUE-							
I-JUN 2015 TPT	ARIZONA DEPARTMENT OF REVENUE-	R	7/06/2015	9,307.90		072585		9,307.90
0102	ARIZONA SUPREME COURT							
I-4786	ARIZONA SUPREME COURT	R	7/05/2015	9.00		072586		9.00
0015	BOYLE, PECHARICH, CLINE, WHITT							
I-35174-A	BOYLE, PECHARICH, CLINE, WHITT	R	7/06/2015	5,475.93		072587		5,475.93
0058	CENTURY LINK							
I-52515-249M	CENTURY LINK	R	7/06/2015	1,191.74		072588		1,191.74
0069	CITY OF COTTONWOOD							
I-621	CITY OF COTTONWOOD	R	7/06/2015	3,375.00		072589		3,375.00
0069	CITY OF COTTONWOOD							
I-JUNE 2015	CITY OF COTTONWOOD	R	7/06/2015	3,572.00		072590		3,572.00
0016	COPY SYSTEM, INC.							
I-IN85061	COPY SYSTEM, INC.	R	7/06/2015	12.88		072591		12.88
0192	COTTONWOOD AUTO PARTS, INC.							
C-041870	COTTONWOOD AUTO PARTS, INC.	R	7/06/2015	10.32CR		072592		
C-042740	COTTONWOOD AUTO PARTS, INC.	R	7/06/2015	17.56CR		072592		
C-045013	COTTONWOOD AUTO PARTS, INC.	R	7/06/2015	24.40CR		072592		
I-041879	COTTONWOOD AUTO PARTS, INC.	R	7/06/2015	13.11		072592		
I-041900	COTTONWOOD AUTO PARTS, INC.	R	7/06/2015	9.16		072592		
I-042156	COTTONWOOD AUTO PARTS, INC.	R	7/06/2015	9.83		072592		
I-042222	COTTONWOOD AUTO PARTS, INC.	R	7/06/2015	19.01		072592		
I-042240	COTTONWOOD AUTO PARTS, INC.	R	7/06/2015	17.56		072592		
I-042351	COTTONWOOD AUTO PARTS, INC.	R	7/06/2015	42.49		072592		
I-043724	COTTONWOOD AUTO PARTS, INC.	R	7/06/2015	22.04		072592		
I-044994	COTTONWOOD AUTO PARTS, INC.	R	7/06/2015	24.40		072592		105.32
0181	FOUR-D, LLC.							
I-506	FOUR-D, LLC.	R	7/06/2015	2,507.50		072594		2,507.50
0607	HUGHES SUPPLY							
I-S145891963.001	HUGHES SUPPLY	R	7/06/2015	21.40		072595		21.40

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0700	LACHER HYDROLOGICAL CONSULTING							
I-555	LACHER HYDROLOGICAL CONSULTING	R	7/06/2015	4,125.00		072596		4,125.00
0025	LEGEND TECHNICAL SVC OF AZ, IN							
I-1509132	LEGEND TECHNICAL SVC OF AZ, IN	R	7/06/2015	64.00		072597		
I-1509139	LEGEND TECHNICAL SVC OF AZ, IN	R	7/06/2015	122.00		072597		186.00
0029	PETTY CASH							
I-03015	PETTY CASH	R	7/06/2015	71.12		072598		71.12
0646	PRAXAIR DISTRIBUTION INC							
I-52967015	PRAXAIR DISTRIBUTION INC	R	7/06/2015	677.26		072599		677.26
0079	SAFEGUARD							
I-030774283	SAFEGUARD	R	7/06/2015	127.46		072600		127.46
0061	SEDONA RECYCLES, INC.							
I-715-JUN 2015	SEDONA RECYCLES, INC.	R	7/06/2015	300.00		072601		300.00
0031	THE VERDE INDEPENDENT							
I-63015-84047	THE VERDE INDEPENDENT	R	7/06/2015	1,023.67		072602		1,023.67
0033	VERIZON WIRELESS							
I-9747862577	VERIZON WIRELESS	R	7/06/2015	479.59		072603		479.59
0075	ARIZONA DEPARTMENT OF REVENUE-							
I-T2 J MAYB070615	13-052014X	R	7/07/2015	33.23		072605		33.23
0063	BAKER & TAYLOR							
I-4011264149	BAKER & TAYLOR	R	7/07/2015	12.66		072606		
I-4011274572	BAKER & TAYLOR	R	7/07/2015	17.51		072606		30.17
0015	BOYLE, PECHARICH, CLINE, WHITT							
I-35268	BOYLE, PECHARICH, CLINE, WHITT	R	7/07/2015	182.75		072607		
I-35269	BOYLE, PECHARICH, CLINE, WHITT	R	7/07/2015	11.50		072607		
I-35270	BOYLE, PECHARICH, CLINE, WHITT	R	7/07/2015	373.96		072607		
I-35271	BOYLE, PECHARICH, CLINE, WHITT	R	7/07/2015	742.50		072607		
I-35273	BOYLE, PECHARICH, CLINE, WHITT	R	7/07/2015	143.50		072607		
I-35275	BOYLE, PECHARICH, CLINE, WHITT	R	7/07/2015	492.20		072607		
I-35276	BOYLE, PECHARICH, CLINE, WHITT	R	7/07/2015	49.50		072607		
I-35277	BOYLE, PECHARICH, CLINE, WHITT	R	7/07/2015	2,089.78		072607		4,085.69
0234	CANYON PIPE & SUPPLY							
I-S3912528.001	CANYON PIPE & SUPPLY	R	7/07/2015	50.96		072608		50.96

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0102	GALE							
I-55307109	GALE	R	7/07/2015	23.39		072609		23.39
0024	HD SUPPLY ELECTRICAL							
I-SE38941255.001	HD SUPPLY ELECTRICAL	R	7/07/2015	80.20		072610		80.20
0590	OCEAN BLUE CAR WASH							
I-JUNE CAR WASH	OCEAN BLUE CAR WASH	R	7/07/2015	119.00		072611		119.00
0299	SOUTHWEST WASTE SERVICES, INC							
I-40946	SOUTHWEST WASTE SERVICES, INC	R	7/07/2015	210.01		072612		210.01
0002	VERDE VALLEY HARDWARE							
I-272377	VERDE VALLEY HARDWARE	R	7/07/2015	14.73		072613		
I-272479	VERDE VALLEY HARDWARE	R	7/07/2015	17.45		072613		
I-272481	VERDE VALLEY HARDWARE	R	7/07/2015	15.29		072613		
I-273364	VERDE VALLEY HARDWARE	R	7/07/2015	19.63		072613		
I-273429	VERDE VALLEY HARDWARE	R	7/07/2015	51.09		072613		
I-273513	VERDE VALLEY HARDWARE	R	7/07/2015	6.00		072613		
I-273533	VERDE VALLEY HARDWARE	R	7/07/2015	16.36		072613		140.55
0854	YAVAPAI COUNTY FREE LIBRARY DI							
I-50	YAVAPAI COUNTY FREE LIBRARY DI	R	7/07/2015	83.26		072614		83.26
0804	YAVAPAI COURIER SERVICE							
I-2347	YAVAPAI COURIER SERVICE	R	7/07/2015	96.00		072615		96.00
0765	CHARACTER COMPUTING							
I-8967	CHARACTER COMPUTING	R	7/07/2015	700.12		072616		700.12
1	CHLOE ZUNIGA							
I-70215 ZUNIGA	FAC DEP REF	R	7/07/2015	50.00		072617		50.00
0153	JPS PAINT CENTER							
I-00183937	JPS PAINT CENTER	R	7/07/2015	109.11		072618		109.11
0841	LAWS							
I-9856	LAWS	R	7/07/2015	450.00		072619		450.00
0286	R & R PRODUCTS, INC							
I-CD1923232	R & R PRODUCTS, INC	R	7/07/2015	380.21		072620		380.21
0374	SOUTHWEST RISK SERVICES							
I-PREMIUM	SOUTHWEST RISK SERVICES	R	7/07/2015	253.75		072621		253.75

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
006P	CHASE CREDIT CARD SERVICES							
C-2274667	CHASE: AMAZON	R	7/14/2015	11.64CR		072622		
C-REGNER REFUND	CHASE: LEAGUE OF AZ	R	7/14/2015	25.00CR		072622		
I-1925500187	CHASE: THREE LEAVES PRINTING	R	7/14/2015	240.14		072622		
I-2274667	CHASE: AMAZON	R	7/14/2015	60.83		072622		
I-2777801	CHASE: AMAZON	R	7/14/2015	369.52		072622		
I-31441192	CHASE: START MEETING	R	7/14/2015	6.85		072622		
I-5325827	CHASE: AMAZON	R	7/14/2015	235.00		072622		
I-67793281	CHASE: RADIOSHACK	R	7/14/2015	17.49		072622		
I-80552	CHASE: SPRINGHILL SUITES	R	7/14/2015	415.40		072622		
I-9605006	CHASE: AMAZON	R	7/14/2015	656.44		072622		
I-ALLYSON BUCKLEY	CHASE: LEAGUE OF AZ	R	7/14/2015	140.00		072622		
I-RNA-UT	CHASE: RURAL WATER ASSOC	R	7/14/2015	225.00		072622		
I-WINNIE BOHALL	CHASE: LEAGUE OF AZ	R	7/14/2015	140.00		072622		2,470.33
0054	#1 FOOD STORE							
I-JUN 2015 GAL	#1 FOOD STORE	R	7/14/2015	2,979.33		072624		2,979.33
0325	A BETTER CONNECTION							
I-516013061G2015	A BETTER CONNECTION	R	7/14/2015	319.00		072625		319.00
0226	COPPERPOINT MUTUAL INSURANCE C							
I-63015	COPPERPOINT MUTUAL INSURANCE C	R	7/14/2015	27,536.96		072626		27,586.96
0181	FOUR-D, LLC.							
I-509	FOUR-D, LLC.	R	7/14/2015	616.25		072627		616.25
0093	HILL BROTHERS CHEMICAL CO.							
I-4407814	HILL BROTHERS CHEMICAL CO.	R	7/14/2015	1,006.32		072628		1,006.32
0341	HIRE RIGHT SOLUTIONS, INC							
I-P0474014	HIRE RIGHT SOLUTIONS, INC	R	7/14/2015	30.15		072629		30.15
0108	KONICA MINOLTA, INC.							
I-CD 234926085	KONICA MINOLTA, INC.	R	7/14/2015	160.65		072630		
I-TH 234860950	KONICA MINOLTA, INC.	R	7/14/2015	28.69		072630		
I-UT 234926085	KONICA MINOLTA, INC.	R	7/14/2015	131.05		072630		320.42
0534	LC DISTRIBUTION LLC							
I-6122015 PD	LC DISTRIBUTION LLC	R	7/14/2015	7.58		072631		7.58
0696	NEXTCARE ARIZONA LLC							
I-70015-UT/PW	NEXTCARE ARIZONA LLC	R	7/14/2015	202.00		072632		202.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0161	PATRIOT DISPOSAL, INC. PATRIOT DISPOSAL, INC.	R	7/14/2015	17,101.93		072633		17,101.93
0043	WASTE MANAGEMENT WASTE MANAGEMENT	R	7/14/2015	311.23		072634		311.23
0034	1ST CLASS HOSTING LLC 1ST CLASS HOSTING LLC	R	7/14/2015	5.00		072635		5.00
0020	BEYOND EXPRESS II BEYOND EXPRESS II	R	7/14/2015	330.72		072636		330.72
0294	CROP PRODUCTION SERVICES CROP PRODUCTION SERVICES	R	7/14/2015	1,442.11		072637		1,442.11
0024	HD SUPPLY ELECTRICAL HD SUPPLY ELECTRICAL HD SUPPLY ELECTRICAL	R R R	7/14/2015 7/14/2015 7/14/2015	149.07 149.07		072638 072538		298.14
0718	KENZ & LESLIE OF ARIZONA INC KENZ & LESLIE OF ARIZONA INC	R	7/14/2015	48.79		072639		48.79
0108	KONICA MINOLTA, INC. KONICA MINOLTA, INC. KONICA MINOLTA, INC.	R R R	7/14/2015 7/14/2015 7/14/2015	234.28 234.28		072640 072640		468.56
0646	PRAXAIR DISTRIBUTION INC PRAXAIR DISTRIBUTION INC	R	7/14/2015	1,566.41		072641		1,566.41
0870	TRAUMA INTERVENTION PROGRAMS O TRAUMA INTERVENTION PROGRAMS O	R	7/14/2015	2,650.00		072642		2,650.00
0030	USA BLUEBOOK USA BLUEBOOK USA BLUEBOOK	R R R	7/14/2015 7/14/2015 7/14/2015	987.94 63.97		072643 072643		1,051.91
0031	THE VERDE INDEPENDENT THE VERDE INDEPENDENT	R	7/14/2015	57.00		072644		57.00
0026	VERDE VALLEY OUTDOOR POWER EQU VERDE VALLEY OUTDOOR POWER EQU	R	7/14/2015	447.28		072645		447.28
0033	VERIZON WIRELESS VERIZON WIRELESS	R	7/14/2015	698.11		072646		698.11

VENDOR SET: 01 Town of Clarkdale  
 BANK: POOL POOLED CASH  
 DATE RANGE: 7/01/2015 THRU 7/31/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0006	AMERICAN FAMILY LIFE ASSURANCE							
	I-APRPPE 07112015 AFLAC	R	7/15/2015	104.86		072647		
	I-APSPPE 07112015 AFLAC POST TAX	R	7/15/2015	36.37		072647		141.23
0075	ARIZONA DEPARTMENT OF REVENUE-13-052014X							
	I-T2 PPE 07112015	R	7/15/2015	1,844.44		072648		1,844.44
0072	ARIZONA PUBLIC EMPLOYERS HEALTH							
	I-ZHSPPE 07112015 HEALTH INSURANCE	R	7/15/2015	562.10		072649		
	I-HCAPPE 07112015 HEALTH SAVINGS ACCOUNT	R	7/15/2015	2,900.11		072649		3,462.21
0009	ARIZONA PUBLIC SAFETY RETIREME							
	I-PACPPE 07112015 SYSTEM 105	R	7/15/2015	703.62		072650		
	I-PSRPPE 07112015 SYSTEM 105	R	7/15/2015	5,625.37		072650		5,328.99
0017	ICMA RETIREMENT TRUST 457							
	I-ICNPPE 07112015 301912	R	7/15/2015	1,199.38		072651		1,199.36
0655	TIAA CREF FINANCIAL SERVICES							
	I-TIAPPE 07112015 PLAN # 403695	R	7/15/2015	575.00		072652		575.00
0072	ARIZONA PUBLIC EMPLOYERS HEALTH							
	I-2ECPPE 07112015 HEALTH INSURANCE	R	7/15/2015	374.76		072653		
	I-2EFPPE 07112015 HEALTH INSURANCE	R	7/15/2015	570.91		072653		
	I-2ESPPE 07112015 HEALTH INSURANCE	R	7/15/2015	451.84		072653		
	I-CEFPPE 07112015 HEALTH INSURANCE	R	7/15/2015	1,675.33		072653		
	I-CEOPPE 07112015 HEALTH INSURANCE	R	7/15/2015	2,002.14		072653		
	I-CESPPE 07112015 HEALTH INSURANCE	R	7/15/2015	1,326.45		072653		
	I-HECPPE 07112015 HEALTH INSURANCE	R	7/15/2015	1,650.44		072653		
	I-HEFPPE 07112015 HEALTH INSURANCE	R	7/15/2015	3,143.05		072653		
	I-HEOPPE 07112015 HEALTH INSURANCE	R	7/15/2015	2,255.49		072653		
	I-HESPPE 07112015 HEALTH INSURANCE	R	7/15/2015	2,485.35		072653		
	I-VECPPE 07112015 VISION INSURANCE	R	7/15/2015	16.08		072653		
	I-VEFPPE 07112015 VISION INSURANCE	R	7/15/2015	89.88		072653		
	I-VEOPPE 07112015 VISION INSURANCE	R	7/15/2015	44.73		072653		
	I-VESPPE 07112015 VISION INSURANCE	R	7/15/2015	52.57		072653		
	I-VLCPPE 07112015 LIFE INSURANCE	R	7/15/2015	0.32		072653		
	I-VLEPPE 07112015 LIFE INSURANCE	R	7/15/2015	42.70		072653		
	I-VLSPE 07112015 LIFE INSURANCE	R	7/15/2015	2.30		072653		16,184.40
0068	CHASE CREDIT CARD SERVICES							
	C-2274667-CM CHASE: AMAZON	R	7/14/2015	5.46CR		072655		
	I-1121312 CHASE: AMAZON	R	7/14/2015	59.94		072655		
	I-1271350-00 CHASE: GALETON	R	7/11/2015	191.17		072655		
	I-1503691 CHASE: HOME DEPOT	R	7/14/2015	36.42		072655		
	I-164726606 CHASE: PUBLIC SURPLUS	R	7/14/2015	83.99		072655		
	I-13899941 CHASE: PERSONNEL CONCEPTS	R	7/14/2015	148.85		072655		
	I-2274667A CHASE: AMAZON	R	7/14/2015	32.79		072655		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-243670	CHASE: FOOD CITY	R	7/14/2015	92.78		072655		
I-25001804015	CHASE: SAFEWAY	R	7/14/2015	26.89		072655		
I-282388	CHASE: NOTARY ROTARY	R	7/14/2015	19.95		072655		
I-4333646	CHASE: HARBOR FREIGHT	R	7/14/2015	112.58		072655		
I-436519537	CHASE: RURAL POLICY FORUM	R	7/14/2015	119.00		072655		
I-71315	CHASE: TIERKNET	R	7/14/2015	29.90		072655		
I-7903467	CHASE: AMAZON	R	7/14/2015	8.70		072655		
I-8111436	CHASE: AMAZON	R	7/14/2015	27.63		072655		
I-TRIFOD	CHASE: AMAZON	R	7/14/2015	80.00		072655		1,065.21
0141	ANTHONY ANDUIZA							
I-71615-AIAC	ANTHONY ANDUIZA	R	7/21/2015	113.44		072656		113.44
0010	ARIZONA PUBLIC SERVICE							
I-71615-0285	ARIZONA PUBLIC SERVICE	R	7/21/2015	1,523.03		072659		1,523.03
0019	ARIZONA STATE TREASURER							
I-JUN 2015 ST VIC	ARIZONA STATE TREASURER	R	7/21/2015	4,133.20		072660		4,133.23
0020	BEYOND EXPRESS II							
I-071715	BEYOND EXPRESS II	R	7/21/2015	372.06		072661		372.06
0051	BIG O TIRES							
I-62644	BIG O TIRES	R	7/21/2015	238.53		072662		238.53
0523	CABLE ONE							
I-62015-LIBRARY	CABLE ONE	R	7/21/2015	44.00		072663		44.00
0058	CENTURY LINK							
I-1344716423	CENTURY LINK	R	7/21/2015	77.39		072664		77.39
0045	CLARKDALE MAGISTRATE COURT							
I-53015-CC MACHINE	CLARKDALE MAGISTRATE COURT	R	7/21/2015	94.10		072665		94.10
0045	CLARKDALE MAGISTRATE COURT							
I-JUN 2015 JCEF	CLARKDALE MAGISTRATE COURT	R	7/21/2015	50.41		072666		50.41
0080	COTTONWOOD CHAMBER OF COMMERCE							
I-VR DAYS 2015	COTTONWOOD CHAMBER OF COMMERCE	R	7/21/2015	1,000.00		072667		1,000.00
0736	CREATIVE COMMUNICATIONS SALES							
I-304317	CREATIVE COMMUNICATIONS SALES	R	7/21/2015	506.63		072668		506.63

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0134	DAVID AND OR MARIA PUZAS I-71015-AIAC	R	7/21/2015	91.71		072669		91.71
0178	HD WATERWORKS, LTD. I-E168957	R	7/21/2015	64.49		072670		64.49
0070	HILLYARD I-601035052	R	7/21/2015	229.12		072671		229.12
0103	KATHY BAINBRIDGE I-72015 TRAINING	R	7/21/2015	52.00		072672		52.00
0108	KONICA MINOLTA, INC. I-234926157CCURT	R	7/21/2015	124.25		072673		124.25
0137	LOCK & ROLL SELF STORAGE I-71615-AIAC	R	7/21/2015	209.04		072674		209.04
0744	MARY ELLEN DUNN I-71515-TRAINING	R	7/21/2015	120.34		072675		120.34
0053	NACKARD PEPSI COLA I-337050 I-339723	R R	7/21/2015 7/21/2015	38.50 71.50		072675 072676		110.00
0219	NACOG I-12315-NACOG	R	7/21/2015	5,000.00		072677		5,000.00
0872	PRESCOTT FILM FESTIVAL I-B01258392	R	7/21/2015	1,056.42		072678		1,056.42
0307	SIGNS928 I-3429	R	7/21/2015	260.94		072679		260.94
0873	SQUIRE PATTON BOGGS (US) LLP I-9727973	R	7/21/2015	7,212.80		072680		7,212.80
0334	STAPLES ADVANTAGE, INC I-3271061033 I-3271061035 I-3271061037	R R R	7/21/2015 7/21/2015 7/21/2015	68.09 73.08 24.36		072681 072681 072691		165.53
0067	UNISOURCE ENERGY SERVICES I-71515-7 LOC	R	7/21/2015	206.01		072682		206.01

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0305 I-4103	VERDE FIRE & SAFETY, INC VERDE FIRE & SAFETY, INC	R	7/21/2015	1,225.39		072683		1,225.39
0026 I-1594	VERDE VALLEY OUTDOOR POWER EQU VERDE VALLEY OUTDOOR POWER EQU	R	7/21/2015	47.84		072684		47.84
0182 I-71615-NAMWAU	WAYNE DEBROSKY WAYNE DEBROSKY	R	7/21/2015	57.57		072685		57.57
0140 I-71615-ALAC	YAVAPAI COLLEGE-VERDE CAMPUS YAVAPAI COLLEGE-VERDE CAMPUS	R	7/21/2015	532.99		072696		532.99
0158 I-JUN 2015 YC JAIL	YAVAPAI COUNTY FINANCE DEPARTM YAVAPAI COUNTY FINANCE DEPARTM	R	7/21/2015	63.97		072687		63.97
0353 I-62015	YAVAPAI COUNTY SUPERIOR COURT YAVAPAI COUNTY SUPERIOR COURT	R	7/21/2015	87.21		072688		87.21
1 I-000201507221933	ANDERSON, KRIS D US REFUND	R	7/22/2015	100.00		072689		100.00
1 I-000201507221932	CROSBY, NANCY US REFUND	R	7/22/2015	56.62		072690		56.62
1 I-000201507221935	MARTIN, CONOR US REFUND	R	7/22/2015	33.12		072691		33.12
1 I-000201507221934	MCCARTHY, HESTY M US REFUND	R	7/22/2015	20.82		072692		20.82
1 I-000201507221936	NEWGATE HOMES LLC US REFUND	R	7/22/2015	61.78		072693		61.78
1 I-000201507221937	OWENS, JARED UC REFUND	R	7/22/2015	40.31		072694		40.31
1 I-000201507221936	SWENSON, CASSIE US REFUND	R	7/22/2015	17.16		072695		17.16
1 I-000201507221939	HICKS, NICHOLE US REFUND	R	7/22/2015	48.88		072696		48.88
1 I-000201507221940	KELLER, JASON US REFUND	R	7/22/2015	57.80		072697		57.80

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1	VOJNIC, JERRY E							
I-000201507221941	US REFUND	R	7/22/2015	38.40		072698		38.40
0071	ALLEGRA PRINT & IMAGING OF COT							
I-15893	ALLEGRA PRINT & IMAGING OF COT	R	7/28/2015	38.28		072699		38.28
0101	ARIZONA CORPORATION COMMISSION							
I-07942735-2015	ARIZONA CORPORATION COMMISSION	R	7/28/2015	10.00		072700		10.00
0010	ARIZONA PUBLIC SERVICE							
I-072315-7282	ARIZONA PUBLIC SERVICE	R	7/28/2015	5,877.23		072701		5,877.23
0010	ARIZONA PUBLIC SERVICE							
I-72315-4134	ARIZONA PUBLIC SERVICE	R	7/28/2015	26.32		072702		26.32
0010	ARIZONA PUBLIC SERVICE							
I-72315-5204	ARIZONA PUBLIC SERVICE	R	7/28/2015	282.17		072703		282.17
0702	ASPHALT PAVING AND SUPPLY INC							
I-39179	ASPHALT PAVING AND SUPPLY INC	R	7/28/2015	324.01		072704		324.01
0020	BEYOND EXPRESS II							
I-072415	BEYOND EXPRESS II	R	7/28/2015	289.38		072705		289.38
0056	BUG-ME-NOT PEST CONTROL							
I-072015	BUG-ME-NOT PEST CONTROL	R	7/28/2015	120.00		072706		120.00
I-072115A	BUG-ME-NOT PEST CONTROL	R	7/28/2015	46.00		072706		166.00
0523	CABLE ONE							
I-71615-TW	CABLE ONE	R	7/28/2015	48.17		072707		48.17
0055	CENTURY LINK							
I-71315-815B	CENTURY LINK	R	7/28/2015	225.95		072708		225.95
0247	CLARKDALE FIRE DISTRICT							
I-4TH JUL PROCEEDS	CLARKDALE FIRE DISTRICT	R	7/28/2015	865.07		072709		865.07
0039	CLARKDALE MUNICIPAL WATER UTIL							
I-72215-15-16	CLARKDALE MUNICIPAL WATER UTIL	R	7/28/2015	4,805.74		072710		4,805.74
0185	CLARKDALE-JEROME SCHOOL DISTRI							
I-303	CLARKDALE-JEROME SCHOOL DISTRI	R	7/28/2015	750.40		072711		750.40

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0178	HD WATERWORKS, LTD.							
I-E109151	HD WATERWORKS, LTD.	R	7/28/2015	370.92		072712		
I-E194373	HD WATERWORKS, LTD.	R	7/28/2015	1,465.24		072712		1,836.06
0093	HILL BROTHERS CHEMICAL CO.							
I-4408461	HILL BROTHERS CHEMICAL CO.	R	7/28/2015	1,203.21		072713		1,203.21
0453	LAURIE ETCHEVERRY							
I-CIP-080115	LAURIE ETCHEVERRY	R	7/28/2015	400.00		072714		400.00
0025	LEGEND TECHNICAL S'VC OF AZ, IN							
I-1510263	LEGEND TECHNICAL S'VC OF AZ, IN	R	7/28/2015	45.00		072715		
I-1510263	LEGEND TECHNICAL S'VC OF AZ, IN	R	7/28/2015	612.50		072715		657.50
0646	PRAXAIR DISTRIBUTION INC							
I-53225276	PRAXAIR DISTRIBUTION INC	R	7/23/2015	375.91		072716		
I-53225329	PRAXAIR DISTRIBUTION INC	R	7/28/2015	119.17		072716		
I-53297103	PRAXAIR DISTRIBUTION INC	R	7/28/2015	1,164.56		072716		2,259.64
0095	RDO EQUIPMENT CO							
I-PC0627	RDO EQUIPMENT CO	R	7/28/2015	294.68		072717		294.68
0574	SHAW LAW FIRM PLLC							
I-JUN 15 PUB DEF	SHAW LAW FIRM PLLC	R	7/28/2015	1,657.50		072718		1,657.50
0307	SIGNS920							
I-3448	SIGNS923	R	7/28/2015	47.57		072719		47.57
0839	TOMMY SHORT							
I-552026	TOMMY SHORT	R	7/28/2015	60.00		072720		60.00
0563	TUTTLE AND SON TRANSMISSION AN							
I-8002973	TUTTLE AND SON TRANSMISSION AN	R	7/28/2015	95.00		072721		95.00
0253	TYLER TECHNOLOGIES							
I-025-130275	TYLER TECHNOLOGIES	R	7/28/2015	260.00		072722		260.00
0042	US POSTMASTER							
I-072215-US POST	US POSTMASTER	R	7/28/2015	750.00		072723		750.00
0030	USA BLUEBOOK							
I-701563	USA BLUEBOOK	R	7/28/2015	202.29		072724		202.29

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0157	WALMART							
I-5166000008016	WALMART	R	7/28/2015	124.33		072725		
I-516700885823	WALMART	R	7/28/2015	44.25		072725		
I-517400172241	WALMART	R	7/28/2015	22.44		072725		
I-517400333681	WALMART	R	7/28/2015	28.12		072725		
I-517400335513	WALMART	R	7/28/2015	184.32		072725		
I-518100205063	WALMART	R	7/28/2015	117.29		072725		
I-518400502049	WALMART	R	7/28/2015	11.48		072725		533.23
0408	YAVAPAI COUNTY RECORDER							
I-072315-RECORD	YAVAPAI COUNTY RECORDER	R	7/28/2015	8.00		072726		8.00
0777	ZUMAR INDUSTRIES INC							
I-0026813	ZUMAR INDUSTRIES INC	R	7/28/2015	267.54		072727		267.54
0006	AMERICAN FAMILY LIFE ASSURANCE							
I-APRPPE 07252015	AFLAC	R	7/28/2015	104.86		072728		
I-APSPPE 07252015	AFLAC POST TAX	R	7/28/2015	36.37		072728		141.23
0075	ARIZONA DEPARTMENT OF REVENUE-							
I-T2 PPE 07252015	13-052014X	R	7/28/2015	1,907.07		072729		1,907.07
0072	ARIZONA PUBLIC EMPLOYERS HEALTH							
I-2HSPPPE 07252015	HEALTH INSURANCE	R	7/28/2015	562.10		072730		
I-HSAPPE 07252015	HEALTH SAVINGS ACCOUNT	R	7/28/2015	2,900.11		072730		3,462.21
0009	ARIZONA PUBLIC SAFETY RETIREME							
I-PACPPE 07252015	SYSTEM 105	R	7/28/2015	717.86		072731		
I-PSRPPE 07252015	SYSTEM 105	R	7/28/2015	5,188.85		072731		5,906.71
0017	ICMA RETIREMENT TRUST 457							
I-ICMPPE 07252015	301912	R	7/28/2015	1,199.38		072732		1,199.38
0655	TIAA CREF FINANCIAL SERVICES							
I-TIAPPE 07252015	PLAN # 403695	R	7/28/2015	575.00		072733		575.00
0072	ARIZONA PUBLIC EMPLOYERS HEALTH							
I-2ECPPE 07252015	HEALTH INSURANCE	R	7/28/2015	374.76		072734		
I-2EFPPE 07252015	HEALTH INSURANCE	R	7/28/2015	570.91		072734		
I-2ESPPE 07252015	HEALTH INSURANCE	R	7/28/2015	451.84		072734		
I-CEFPPE 07252015	HEALTH INSURANCE	R	7/28/2015	1,675.38		072734		
I-CEOPPE 07252015	HEALTH INSURANCE	R	7/28/2015	2,002.14		072734		
I-CESPPE 07252015	HEALTH INSURANCE	R	7/28/2015	1,326.46		072734		
I-HECPPE 07252015	HEALTH INSURANCE	R	7/28/2015	1,650.44		072734		
I-HEFPPE 07252015	HEALTH INSURANCE	R	7/28/2015	3,143.05		072734		
I-HEOPPE 07252015	HEALTH INSURANCE	R	7/28/2015	2,255.49		072734		
I-HESPPE 07252015	HEALTH INSURANCE	R	7/28/2015	2,485.35		072734		
I-VECPPE 07252015	VISION INSURANCE	R	7/28/2015	16.08		072731		

9/05/2015 3:40 AM  
 VENDOR SET: 01 Town of Clarkdale  
 BANK: FOOL POOLED CASH  
 DATE RANGE: 7/01/2015 THRU 7/31/2015

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-VEFPPE 07252015	VISION INSURANCE	R	7/28/2015	89.82		072734		
I-VEOPPE 07252015	VISION INSURANCE	R	7/28/2015	44.73		072734		
I-VEBPPE 07252015	VISION INSURANCE	R	7/28/2015	52.57		072734		
I-VLCPPE 07252015	LIFE INSURANCE	R	7/28/2015	0.32		072734		
I-VLEPPE 07252015	LIFE INSURANCE	R	7/28/2015	65.70		072734		
I-VLSPPE 07252015	LIFE INSURANCE	R	7/28/2015	6.90		072734		16,212.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	163	257,461.43	0.00	257,481.43
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	7	375,466.83	0.00	375,466.83
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: FOOL	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			170	632,948.26	0.00	632,948.26
BANK: POOL	TOTALS:		170	632,948.26	0.00	632,948.26
REPORT TOTALS:			170	632,948.26	0.00	632,948.26

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
------------	------	-------------	-------------	--------

===== FUND TOTALS =====			
01	GENERAL FUND		267,716.21
03	HURF (STREETS)		22,580.40
04	DEVELOPMENT REIMBURSEMENT		7,705.00
05	IMPACT FEES		576.05
11	SEWER FUND		271,033.19
12	TRASH FUND		21,192.08
13	WATER FUND		137,987.14
16	GRANTS FUND		5,181.42
19	CEMETERY		2,554.56
24	CAPITAL IMPROVEMENT		29.58
25	CDBG GRANT		5,012.00
29	POLICE GRANTS		7,320.03
34	SCHOOL OFFICERS FUND		3,950.98
60	DONATION FUND		2,331.44
GRAND TOTAL:			775,196.48

**MINUTES OF A REGULAR MEETING OF THE BOARD OF ADJUSTMENT OF THE TOWN OF CLARKDALE HELD WEDNESDAY, JULY 22, 2015, IN THE MEN’S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.**

A **REGULAR Meeting** of the Board of Adjustment of the Town of Clarkdale was held on July 22, 2015, at 6:00 p.m. in the Men’s Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

**Board of Adjustment:**

Chairperson	Lee Daniels	Absent
Vice Chairperson	Rick Morris	Present
Board Members	Aaron Midkiff	Present
	John Kinnamon	Absent
	Peter deBlanc	Present

**Staff:**

Building Official                      Paul Grasso

**Others in Attendance:** Applicant - Town of Clarkdale Police Chief Randy Taylor and Mr. Rob Weisenberger, a representative from Creative Com. Applicant Jeffrey Swartz.

**AGENDA ITEM: CALL TO ORDER:** The Vice Chairperson called the meeting to order at 6:00 p.m.

**AGENDA ITEM: ROLL CALL:** The Building Official called roll.

**AGENDA ITEM: PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing staff to study the matter, or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit his or her comments to FIVE minutes. **There was no public comment.**

**AGENDA ITEM: MINUTES:** **Consideration of the Regular Meeting Minutes of June 24, 2015.** Board Member Midkiff motioned to approve the Regular Meeting Minutes of June 24, 2015. Board Member deBlanc seconded the motion. The motion passed unanimously.

**AGENDA ITEM: REPORTS:**

**Chairperson’s Report:** None.

**Staff Report:** Building Official Grasso mentioned that there were two Board Member terms expiring. The paperwork to renew was distributed to Board Members deBlanc and Midkiff.

**NEW BUSINESS**

**AGENDA ITEM: PUBLIC HEARING: Discussion/Possible Action:** A Variance request to reduce the 20-foot rear setback requirement to allow the placement of a patio cover involving parcel number 406-29-258 in the Town of Clarkdale. This parcel is located at 1960 Wildflower Lane and zoned R-1 Single-Family Residential. The variance request is to reduce the required 20-foot rear setback from the property line, per section 3-1-I of the Town of Clarkdale Zoning Code, to 10 feet from the rear of the property.

a. **OPEN Public Hearing:** The Vice Chairperson Morris opened the Public Hearing.

b. **Staff Report:**

Building Official Grasso stated that Mr. Swartz visited the Community Development Department several weeks ago to discuss the rear patio cover at his property. Upon reviewing the property file, it was determined that the rear setback followed exactly the shape of the existing rear patio cover. The design of the home and with the patio exactly onto the lot line would make it difficult for Mr. Swartz to improve the existing patio cover, and to protect the rear portion of his home. The shape of the lot also appeared to be a factor.

Mr. Swartz completed the application for the Board of Adjustment, was presented, Once received, the newspaper notification was published, publication was made, the property was posted, and the neighbors within 300' of the parcel were notified by mail. Two parties contacted the Community Development Department expressing that they had no issue with the variance request.

**Background:**

Jeffrey Swartz, the applicant and property owner of 1960 Wildflower Lane, would like to construct a patio cover in the backyard of the subject property.

The subject property is located in the Mingus View Estates subdivision. The single family home, approximately 2100 square feet, was constructed in 1999, and purchased by the applicant in 2004. The subject property is approximately 12,200 square-feet and located at the southwest corner of Wildflower Lane and Casner Drive.

The plot plan of lot 63 shows that the original placement of the home is up against the rear setback. This prohibited the original patio cover to be rectangular, instead being designed to match the required rear setback.

The applicant would like to replace the substandard existing patio cover, which has an open lattice design that has outlived its usefulness, with a new properly constructed solid roof. The applicant is asking the Board grant this variance request to allow for a rectangular patio cover, thereby reducing the 20' rear setback to 10'.

**Staff Comments:**

The Board of Adjustment shall have the powers and duties as prescribed by law and ordinance including, according to Town Code, Section 17-2-2C:

*"To hear and decide on requests for variances from the strict application of the Zoning Code as adopted by the Town of Clarkdale where by reason of exceptional narrowness, shallowness, shape, or topography, or a property's location and surroundings the strict application of said standards will deprive the subject property of privileges lawfully permitted other properties in the same zone district or immediate vicinity. Decisions shall be based upon a review of the application in conformance with the following criteria:*

1. **SPECIAL CIRCUMSTANCES:** There are special circumstances attributable to the property which is not applicable to other properties in the area or within the same zone district. The special circumstances must be related to the physical characteristics of the property including its shape, size, topography, location or surroundings and may not be related to the personal circumstances of the property owner or applicant.

*Staff comment:* It appears that the original placement of the home was done due to the odd shape at the rear corner, and the placement of the septic tank and leech lines. Historically, corner lots prove to be challenging, as competing setbacks come into play.

2. **UNDUE HARDSHIP:** If special circumstances attributable to the property exist, they must be of such a nature that the strict application of the development standards will result in an undue hardship. An undue hardship exists when the strict application of the Zoning Code is so unreasonable that it renders the property unusable without the granting of a variance. Hardship relates to the physical characteristics of the property, not the personal circumstances of the property owner or applicant.

*Staff comment:* This property would not be rendered unusable should this application be denied.

3. **PUBLIC HEALTH, SAFETY AND WELFARE:** A variance may be granted only if it can be done without substantial detriment to public health, safety or welfare and without substantial departure from the intent of the standard from which relief is requested.

*Staff comment:* If this variance is granted, the new patio cover would be constructed in full compliance with the building code, ~~is antenna would have no adverse effect to the safety and welfare of the public and would be constructed in full compliance with all current building codes.~~

- 4. ADEQUATE FINANCIAL RETURN:** The applicant's need for an adequate financial return on investment shall not be considered justification for the granting of a variance.

*Staff Comment:* As stated in the applicant's letter of intent, the Swartz family desires to improve the use of their backyard for the enjoyment and safety of their family.

- 5. SELF-IMPOSED SPECIAL CIRCUMSTANCES:** A variance shall not be granted when the special circumstances, from which relief is requested, have been self-imposed by a current or former property owner or applicant.

*Staff Comment:* It appears that the special circumstance that impacts this property was created when the subdivision was platted. s

- 6. USE VARIANCE:** A use variance may not be granted. (A use variance is one which would allow, as an example, a retail commercial establishment in a single family residential zone district).

*Staff Comment:* No use variance is being requested.

The Board must consider the findings listed above in any variance approval, and must be able to make the findings that are required by law.

Also, according to ARS 9-462.06, "Any variance granted is subject to such conditions as will assure the adjustment authorized shall not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which such property is located."

**Summary:**

~~Staff notified property owners within 300 feet of the subject property regarding the requested variance.~~

Per section 17-2-3 of the Town of Clarkdale Town Code, notification of this hearing was published once in the Verde Independent on July 8, 2015 In addition notice was posted on the subject property, and letters were mailed to those property owners within 300 feet of the subject property notifying them of the requested variance.

Two property owners contacted the office by phone stating that they had no objection to the granting of this variance.

**c. Applicant Presentation:**

Mr. Swartz spoke to the group explaining that the irregular shape of the patio cover made it difficult to protect the two rear doors of his home; so much so that he had to replace both doors at great expense. He explained ~~his hope~~ that the patio cover ~~eshould~~ be replaced with a properly constructed one that would enhance the use of the area without creating a nuisance for his neighbors. He also stated that his neighbors expressed agreement to the proposed change in the design of the patio, and the extension into the setback.

**d. Invite Public to speak:**

No members of the public were present.

**e. CLOSE Public Hearing:** The Vice Chairperson Morris closed the Public Hearing.

**f. Discussion:**

Vice Chairperson Morris asked Building Official Grasso whether the site had special circumstances that could have been prevented when the home was originally built. Mr. Grasso explained that it appeared that the location and shape of the lot and the placement of the septic tank and leech lines made it appear that the home was located without taking advantage of the front setback. The homes along Wildflower are staggered along the front setback, with this parcel being placed more to the rear than the neighboring parcel. Board Members deBlanc and Midkiff asked if the rear lot line adjustment was all encompassing and if a variance were to be approved, could Mr. Swartz or a future owner modify other portions of the structure to 10' from the property line. Vice Chairperson Morris also stated that he felt that if approved, the Town should be clear exactly what could and couldn't be constructed.

Building Official Grasso explained that the Board could approve a variance with the stipulation that the approval was for the patio cover only. The wording of the approval would be specific and become part of the permanent property file. Mr. Swartz commented that he had no issue with the stipulations.

Board Member Midkiff commented that the action the Board would like to take would be an encroachment to the rear property setback and not a blanket approval to the adjustment of the rear property setback. Vice Chairperson Morris and Board Member deBlanc agreed.

**ACTION:** Board Member Midkiff motioned to approve an encroachment of ten feet into a portion of the rear yard setback for the construction of a patio cover at 1960 Wildflower Lane as requested, based on Special Circumstances.

Board Member deBlanc seconded the motion. Vice Chairperson Morris called the matter to vote with the motion passing unanimously.

**AGENDA ITEM: PUBLIC HEARING: Discussion/Possible Action:** A variance from Section 3-11.C.6 of the Town of Clarkdale Zoning Code restricting the height of a wireless communication tower to a 65 foot maximum This variance is being requested to allow the installation of a 2.72 inch diameter public safety repeater antenna to exceed the maximum permitted height by approximately 60 inches (5 feet). This property is located at 1450 SR 89A, assessor parcel number 406-26-010Y.

**a. OPEN Public Hearing:** The Vice Chairperson Morris opened the Public Hearing.

**b. Staff Report:**

Building official Grasso explained the history of the CUP by the Planning Commission, and the approval by the Town of Clarkdale Town Council. Also, the fact that the Clarkdale Fire District, and the Clarkdale Police department had hoped to use part of the approved tower for a public safety antenna. Mr. Grasso also reported that the property had been posted with notice, the surrounding property owners within a 300' radius were notified by mail, and the newspaper publication was made.

**Background:**

Pursuant to Section 3-11 of the Town of Clarkdale Zoning Code, initially ~~the~~ the Town of Clarkdale received a Conditional Use Application Permit requesting permission to install a 65-foot cellular tower and a supporting facilities building on Yavapai County Parcel Number 406-26-0104Y at 1450 SR 89A in Clarkdale.

Notices of the public hearing regarding the CUP application were mailed to 108 property owners within 1,000 feet of the subject property. Per state statute, the Town is required to notify property owners within 300 feet. The Community Development Department policy is to extend the notification distance to 1,000 feet for all public hearing items. The public hearing notices were mailed on Wednesday, February 11, 2015.

Included with the public hearing notice was information regarding the neighborhood meeting hosted by the applicant on Tuesday, February 17, 2015.

Two legal notices of the public hearing were published in the Verde Independent on February 15 and March 1, 2015. The Zoning Code requires only one legal notice be published.

In addition, the property was posted at two locations on February 27, 2015 with information regarding the public hearing.

On February 17, 2015, the Planning Commission conducted a site visit of the requested location to view a balloon installed on the location at a height and of a dimension to approximate the visual impact of the cell tower being proposed.

On March 17, 2015, the Planning Commission then considered the CUP application in a Public Hearing. At that meeting 19 members of the public spoke in opposition to the application. 3 members of the public were in support of the application. The Planning Commission recommended the application move forward to the Town Council;— for consideration with the following stipulations:

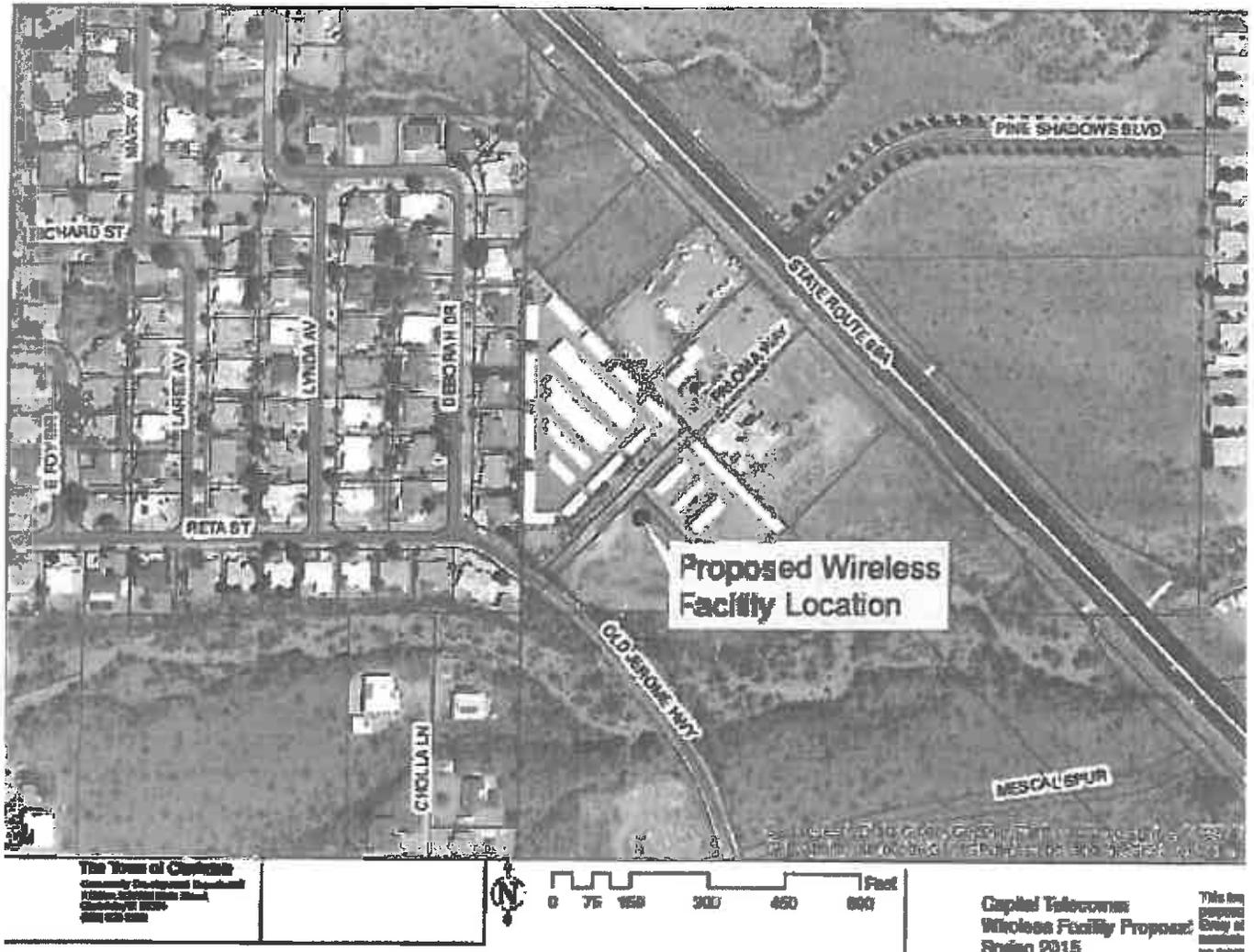
1. A building permit be issued prior to construction of the facility
2. No lighting other than motion sensor emergency lighting described in the staff report be installed.
3. All components of the facility shall be removed at the expense of the applicant/ property owner if the facility is decommissioned and not used for 180 consecutive days.
4. Any substantial change to the project dimensions by more than 10 percent of the design of the facility as approved will require an additional Conditional Use Permit application.
5. The applicant will grant an easement to public safety entities for placement of repeaters on the tower to enhance communications. The applicant, at their expense will prewire the proposed cell tower for ease of future installation of these repeaters. Design and installations shall be coordinated with a vendor designated by the Clarkdale Police Department
6. The applicant will participate in facilitating broadband infrastructure development in the Verde Valley as opportunity arises.
7. The applicant shall improve the Town right-of-way along the western boundary of the subject property including engineering, design, and installation of a finished road.

~~, and the Town of Clarkdale Town Council received an application from Capital Telecom, and have approved the construction of a 65 foot cell tower on the above referenced property~~

~~This approval also includes the accessory building, fencing, and road improvements to the property. On May 12, 5/12/2015 the Clarkdale Town Council considered this application in public hearing. Notices were sent out to the 108 surrounding property owners within 1000 feet of the subject property. Twenty seven<sup>27</sup> members of the public spoke with 3 people for the approval and 24 against.~~

The Town Council unanimously approved the CUP with the stipulations presented unanimously.

The Town of Clarkdale Police Department and the Town of Clarkdale Fire District have been granted space for a repeater antenna on the approved tower by Capital Telecom as stipulated by Town Council. The proposed antenna would be installed at the top of the monopole, as so as to not interfere with the equipment that Capital Telecom is installing. Because the overall height of the tower including the antenna exceeds the maximum height allowed per section 3-11.c.b of the Town of Clarkdale Zoning Code, the application for a variance is before the Board of Adjustment for consideration.



**Staff Comments:**

The Board of Adjustment shall have the powers and duties as prescribed by law and ordinance including, according to Town Code, Section 17-2-2 C:

*“To hear and decide on requests for variances from the strict application of the Zoning Code as adopted by the Town of Clarkdale where by reason of exceptional narrowness, shallowness, shape, or topography, or a property’s location and surroundings the strict application of said standards will deprive the subject property of privileges lawfully permitted other properties in the same zone district or immediate vicinity. Decisions shall be based upon a review of the application in conformance with the following criteria:*

- 1. SPECIAL CIRCUMSTANCES:** There are special circumstances attributable to the property which is not applicable to other properties in the area or within the same zone district. The special circumstances must be related to the physical characteristics of the property including its shape, size, topography, location or surroundings and may not be related to the personal circumstances of the property owner or applicant.

*Staff comment:* This location is the only currently proposed cCell tower site located within the Town of Clarkdale tTown bBoundaries, and additional public safety cellular support would be provided with the installation of this antenna.-

- 2. UNDUE HARDSHIP:** If special circumstances attributable to the property exist, they must be of such a nature that the strict application of the development standards will result in an undue hardship. An undue hardship exists when the strict application of the Zoning Code is so unreasonable that it renders the property unusable without the granting of a variance. Hardship relates to the physical characteristics of the property, not the personal circumstances of the property owner or applicant.

*Staff comment:* This property would not be rendered unusable should this application be denied.e site has been approved for a communication tower that would be the only location that would serve the Police and Fire District needs.

- 3. PUBLIC HEALTH, SAFETY AND WELFARE:** A variance may be granted only if it can be done without substantial detriment to public health, safety or welfare and without substantial departure from the intent of the standard from which relief is requested.

*Staff comment:* The addition of this antenna will improve the communications capability for public safety organizations supporting Clarkdale.is antenna would have no adverse effect to the safety and welfare of the public and would be constructed in full compliance with all current building codes.

- 4. ADEQUATE FINANCIAL RETURN:** The applicant’s need for an adequate financial return on investment shall not be considered justification for the granting of a variance.

*Staff Comment:* As stated in the applicant's letter of intent, the antenna proposed by Town of Clarkdale would enhance the safety of the public, and have no financial return on investment. There is no additional financial return Capital Telecom with the installation of this antenna.

- 5. SELF-IMPOSED SPECIAL CIRCUMSTANCES:** A variance shall not be granted when the special circumstances, from which relief is requested, have been self-imposed by a current or former property owner or applicant.

*Staff Comment:* There are no ~~self-imposed~~self-imposed special circumstances in regard to this property or applicant.

- 6. USE VARIANCE:** A use variance may not be granted. (A use variance is one which would allow, as an example, a retail commercial establishment in a single family residential zone district).

*Staff Comment:* No use variance is being requested.

The Board must consider the findings listed above in any variance approval, and must be able to make the findings that are required by law.

Also, according to ARS 9-462.06, "Any variance granted is subject to such conditions as will assure the adjustment authorized shall not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which such property is located."

**Summary:**

~~Staff notified property owners within 300 feet of the subject property regarding the requested variance.~~

Per section 17-2-3 of the Town of Clarkdale Town Code, notification of this hearing was published once in the Verde Independent on July 8, 2015 In addition notice was posted on the subject property, and letters were mailed to those property owners within 300 feet of the subject property notifying them of the requested variance.

**c. Applicant Presentation:**

Clarkdale Police Chief Taylor explained the need for both better and expanded coverage for not only his department, but to communicate with surrounding municipalities.

**d. Invite Public to speak:**

No public was present. Building Official Grasso stated that one citizen who was notified by mail called to ask if the Cottonwood Airport had been notified of the variance request and if so, were they opposed or for the variance to add the antenna.

**e. CLOSE Public Hearing:** The Vice Chairperson Morris closed the Public Hearing.

**f. Discussion:**

Vice Chairperson Morris asked why the original CUP and Council approval hadn't included the public safety antenna on top of the tower. Mr. Weisenburger explained that although the antenna was part of the process all along, the placement at the top and the height of the proposed antenna was not known. Board Member Midkiff commented that the CUP had a stipulation that if the approved height was modified more than 10%, that the change would have to be brought back to the Planning Commission. The Board agreed that the 5' change in height was less than the 10% of the approved tower height of 65'. Vice Chairperson Morris asked if the question posed from the citizen about the airport had been answered. Both Chief Taylor and Mr. Weisenburger stated that Mr. Morgan Scott from the Cottonwood Airport had no issue with the placement of the antenna at the proposed location.

**ACTION:** Board Member deBlanc motioned to approve the addition of a 60" tall antenna to the approved 65' cell tower located at 1450 SR 89A as requested, based on Special Circumstances.

Board Member Midkiff seconded the motion. The motion passed unanimously. Vice Chairperson Morris called the matter to vote with the motion passing unanimously.

**AGENDA ITEM: FUTURE AGENDA ITEMS:** None at this time.

**AGENDA ITEM: ADJOURNMENT:** Board Member deBlanc motioned to adjourn the meeting. Board Member Midkiff seconded the motion. The motion passed unanimously. The meeting adjourned at 7:10 p.m.

**APPROVED BY:**

**SUBMITTED BY:**

\_\_\_\_\_  
**Rick Morris**  
Vice Chairperson

\_\_\_\_\_  
**Paul Grasso**  
Building Official

**DRAFT**

***Design Review Board  
July 1, 2015***

**MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, JULY 1, 2015, AT 6:30 P.M. IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.**

A **Regular Meeting** of the Design Review Board of the Town of Clarkdale was held on Wednesday, July 1, 2015, at 6:30 p.m. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

**BOARD MEMBERS:**

Chairperson	Robyn Prud'homme-Bauer	Present
Vice Chairperson	Marsha Foutz	Present
Board Members	Kerrie Snyder	Present
	Laura Jones	Present
	Mike Garvey	Excused

**STAFF:** Community Development  
Community Development Director  
GIS/Planner II

Jodie Filardo  
Guss Espolt

**Others in Attendance:** None.

1. **AGENDA ITEM: CALL TO ORDER:** The Chairperson called the meeting to order at 6:30 p.m.
2. **AGENDA ITEM: ROLL CALL:** The GIS/Planner II called roll.
3. **AGENDA ITEM: PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing staff to study the matter, or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit comments to **FIVE minutes**. **There was no public comment.**
4. **AGENDA ITEM: MINUTES:** Consideration of the **Regular Meeting Minutes of June 3, 2015.** **Board Member Foutz motioned to approve the Regular Meeting Minutes of June 3, 2015.** **Board Member Snyder seconded the motion. The motion passed unanimously.**
5. **AGENDA ITEM: REPORTS:**

**Chairperson and Member Report:** None.

**Staff Report Updates:** The Community Development Department Director, Jodie Filardo shared the Town's new Wayfinding Sign Program with the Board Members.

***Design Review Board  
July 1, 2015***

- The Chairperson asked Director Filardo why is this coming to the Board as a presentation and not as a Design Review Board application?
- Director Filardo stated this is coming as an information presentation just to inform and share with the Board Members as a courtesy.
- The Chairperson stated the arrows look good and the Clarkdale text should be script.
- The Vice Chairperson stated she did not like the white and the back of the sign should have Clarkdale on it.

**6. NEW BUSINESS**

**AGENDA ITEM: DISCUSSION & POSSIBLE ACTION: DRB-091080 - A request to add a Sidewalk Café to the front of the business at 915 Main Street / Clarkdale Market, Parcel #400- 03-160.**

**Staff Report:**  
**Background:**

Mrs. Syliva Bourde has submitted an application to the Design Review Board for a sidewalk café for a business located at 915 Main St.

On March 14, 2012 Resolution #1388 “The Sidewalk Café Permit Code” was approved and created a new Section 4-16: General Provisions Sidewalk Café Permit in the Zoning Code Chapter 4. The purpose of the section is to promote general economic development, protect the public health, safety and general welfare and protect the atmosphere of the Town for the benefit of all businesses, citizens and visitors.

The proposed sidewalk café will consist of two 2’4” x 2’4” square metal tables and four matching metal chairs. One set of table and chairs will be placed within the 5’ foot section from the store front window and one set of table and chairs will be placed near the street, leaving a 5’ public right of way complying with the American Disabilities Act (ADA) 5’ required clearance. All tables and chairs will be brought in at the close of business. No stanchions are submitted as the business will not be serving alcoholic beverages. (See attached photos.)

***Zoning Code Chapter 4, Section 4-16 Sidewalk Café Permit.***

C. Permit required and fees: ***An annual permit issued by the Town to operate a sidewalk cafe is required and may be issued only to a business that holds all current Federal, State and local licenses required to operate said business wishing to establish a sidewalk cafe on the public or private property directly adjacent to the business to be used by the general public. Applicant has been informed and will purchase a Sidewalk café permit before implementing further actions on premises.***

***Design Review Board  
July 1, 2015***

- D. Furniture: *Use furniture and any other objects of such quality, design, materials, and workmanship that are approved or otherwise authorized by the Design Review Board, including but not limited to barriers, umbrellas, chairs, and tables made of fire retardant and/or pressure treated materials and that can be properly secured/weighted to withstand strong winds. Umbrellas, chairs or tables with advertising, signage or other writing on them are not allowed. Tables and chairs will be pulled in at closing and no advertising exists on proposed tables and chairs.*
- E. Signage: *One temporary, single-sided sign not exceeding six square feet in area, non-illuminated and displayed at a height not exceeding four feet, shall be permitted. The wording of such temporary sign shall be limited to the name of the business operating the sidewalk cafe and may state the items and prices of food offered for sale. The temporary sign shall be placed within the permitted area and shall not be placed on the adjacent building or on any permanent structure and shall be displayed only while the sidewalk cafe is open and operating. The following types of signs and decorations are prohibited: Signs painted or lettered on banner-type material; moving, fluttering and flapping pennants, flags, balloons and similar decorations. Applicant has an approved portable sign.*
- F. Hours: *Sidewalk cafes may operate during the regular business hours of the restaurant operating the sidewalk cafe, but no later than 11:00 p.m. No orders for food and/or beverages shall be taken after 10:00 p.m. for service at the sidewalk cafe. Applicant's business hours are 7:00 AM to 7:00 PM at this time.*
- G. Lighting: *Lighting shall be that from the existing business or street lamps. For safety reasons, no extension cords or free standing temporary lighting will be permitted. Battery operated lights attached to the umbrella poles so as to minimize impact on dark skies and adjacent properties will be permitted. Applicant has been informed of this portion of the code and has no intention of adding lighting at this time.*
- H. Other restrictions:
1. *No outdoor cooking of any type is permitted within the sidewalk cafe area.*
  2. *No amplified music is permitted within the sidewalk cafe area. Single acoustic instruments such as a guitar will be allowed so long as musicians have a contractual arrangement with the owner.*
  3. *Liquor Service. Each sidewalk cafe serving alcoholic beverages shall provide all services in compliance with relevant local, state, and federal laws, including but not limited to the compliance with State Liquor License requirements and the verification of the legal drinking*

***Design Review Board***

***July 1, 2015***

***age of all patrons. No alcoholic beverages shall be removed from the sidewalk cafe in which they were served. Food service shall be available at all times commensurate with alcohol service. The operator of the sidewalk cafe shall comply with all barriers as may be required with an extension of premises of the relevant liquor license. The applicant does not hold a liquor license.***

4. *Health Codes Compliance. Each sidewalk cafe shall ensure compliance with all applicable County Health Codes and obtain any necessary extension/expansion permits required by the County.*
5. *Trash removal. The operator of the sidewalk cafe shall ensure all trash is removed from the sidewalk cafe area at the close of operating hours daily.*
6. *Sidewalk Cafe Location Restrictions. The cafe shall not block or restrict the sidewalk to less than applicable Americans with Disabilities Act (ADA) requirements or block the ingress/egress to any building. Also, no items shall be placed so as to block any doorway, driveway, crosswalk, or counter service window. Clearances should take into consideration nearest immovable object on the sidewalk.*
7. *Smoking. The availability of smoking areas shall be in compliance with applicable federal, state and local laws.*
8. *Any outdoor heating devices need Fire District and Building Official review and approval. The applicant is aware of these other restrictions and shall comply.*

***I. Indemnity & Liability: As part of the permitting process set forth herein, any person or entity receiving a permit set forth herein shall execute an indemnity agreement indemnifying and releasing the Town of Clarkdale, its agents, employees and elected officials from any and all liability against any and all claims, actions and suits of any type whatsoever. The Town shall not be liable to any permittee or any license holder for any damage, loss, inconvenience, business interruption, demolition, loss of business. The applicant is aware of the Indemnity & Liability obligations and shall comply.***

**Staff Recommendations**

Having met all code requirements, staff recommends the Sidewalk Cafe as presented be approved with the following stipulations:

1. Annual Sidewalk Café fee must be paid.
2. Trash shall be removed from the area every day at the close of operating hours.
3. No outdoor cooking is allowed.
4. Any necessary permitted required by Yavapai County Health Department must be obtained.
5. No amplified music is permitted within the Sidewalk Café area.

6. No additional lighting is permitted.
7. Any outdoor heating devices need prior approval by the Fire District and Town Building Official.
8. Proof of current liability insurance with a rider indemnifying the Town of Clarkdale from any liability related to the Sidewalk Café must be submitted prior to commencing operation of the Sidewalk Café.

**Applicant Presentation:**

The Staff went over the application information that was provided in their meeting packets.

**Questions to Staff/Applicant:**

- Board Members were concerned about people smoking in the Sidewalk Café area.
- A commercial cigarette receptacle for this area was discussed.

**Discussion:**

-Board Member Snyder stated she likes the chairs and they should work well for customers to sit and have coffee.

**Action:** Board Member Foutz motioned to approve DRB-091080 - A request to add a Sidewalk Café to the front of the business at 915 Main Street / Clarkdale Market, Parcel #400-03-160, as presented with the following Staff stipulations and adding item number nine:

1. Annual Sidewalk Café fee must be paid.
2. Trash shall be removed from the area every day at the close of operating hours.
3. No outdoor cooking is allowed.
4. Any necessary permitted required by Yavapai County Health Department must be obtained.
5. No amplified music is permitted within the Sidewalk Café area.
6. No additional lighting is permitted.
7. Any outdoor heating devices need prior approval by the Fire District and Town Building Official.
8. Proof of current liability insurance with a rider indemnifying the Town of Clarkdale from any liability related to the Sidewalk Café must be submitted prior to commencing operation of the Sidewalk Café.
9. Applicant is to provide a Commercial Cigarette Receptacle.

Board Member Jones seconded the motion. The motion passed unanimously.

**7. AGENDA ITEM: FUTURE AGENDA ITEMS:** None at this time.

**DRAFT**

***Design Review Board  
July 1, 2015***

8. **AGENDA ITEM: ADJOURNMENT: Board Member Snyder motioned to adjourn the meeting. Board Member Foutz seconded the motion. The motion passed unanimously. The meeting adjourned at 7:15 p.m.**

**APPROVED BY:**

**SUBMITTED BY:**

---

**Chairperson  
Robyn Prud'homme-Bauer**

---

**Guss Espolt  
GIS/Planner II**

# ***PLANNING COMMISSION***

*July 21, 2015*

**NOTICE OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE Pursuant to Resolution No. 215 of the Town of Clarkdale, and Section 38-431.02, Arizona Revised Statutes, NOTICE IS HEREBY GIVEN that the Planning Commission of the Town of Clarkdale meeting scheduled for Tuesday, July 21, 2015, at 4:00 p.m. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ, is CANCELLED DUE TO LACK OF AGENDA ITEMS.**

The undersigned hereby certifies that a copy of this notice was duly posted on the Town Hall bulletin board, located at 890 Main Street, Clarkdale, Arizona on the 15<sup>th</sup> day of July 2015 at 9:00 a.m.

**Dated this 15<sup>th</sup> day of July 2015**

**TOWN OF CLARKDALE**

**By:**

*Vicki McReynolds*

---

**Vicki McReynolds  
Administrative Assistant II**

**NOTICE OF A REGULAR MEETING  
OF THE LIBRARY ADVISORY BOARD  
OF THE TOWN OF CLARKDALE**

A Regular Meeting of the Library Advisory Board of the Town of Clarkdale was held on Thursday, July 9th, 2015, at 9:00 a.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

**AGENDA ITEM: CALL TO ORDER-** The meeting was called to order at 9:05 a.m. by Chairperson John Sherman.

Present:

Chairperson	John Sherman
Board Member	Ben Kramer
Board Member	Tom Murphy
Board Member	Ann Viarengo

Town Staff:

Community Services Supervisor: Dawn Norman  
Community Services Administrative Assistant II: Joni Westcott

**AGENDA ITEM: PUBLIC COMMENT** – There was no public comment.

**AGENDA ITEM: INFORMATIONAL REPORTS**

**CHAIRPERSON'S REPORT** –A report from the Chairperson on current events.

There was no information to report.

**STAFF REPORT** – A report from Community Services staff members on current events.

Community Services Administrative Assistant Joni Westcott reported the following:

- Congratulations to John Sherman for his Spirit of Clarkdale, Community Volunteerism award. Chairperson Sherman's outstanding contributions to the Library Advisory Board Book Sale and Ice Cream Social are greatly appreciated by the Community Services staff.
- The Library has added two new volunteers, Beverly Sesow and Bailey Aston. These dedicated volunteers come weekly to assist staff with various Library tasks and services.
- Community Services Follow-up Survey - The Community Services staff conducted a follow-up survey during the 4<sup>th</sup> of July event to further poll community members regarding specific programs and activities they would like to attend. This was a continuation of the Community Services Activity Survey offered in November of 2014. The follow-up survey will also be conducted at upcoming Community Services events. A report of the outcomes will be available to the Library Advisory Board once the information has been compiled and assessed.

Community Services Supervisor Dawn Norman reported that based on a suggestion made by this Board, Wi-Fi in the Town Park will soon be a reality. The system will be up and running for all park users with no special access required.

**AGENDA ITEM: MINUTES – Discussion and consideration of the minutes of the Regular Meeting held on May 14, 2015.**

**Board member Kramer motioned to approve the Regular Meeting Minutes held on May 14, 2015. The motion was seconded by Board Member Viarengo. The motion passed unanimously.**

**NEW BUSINESS:**

**AGENDA ITEM: ELECTION OF VICE CHAIRPERSON – Discussion and consideration of electing a Vice Chairperson of the Library Advisory Board.**

**Chairperson Sherman motioned to elect Board member Kramer as the Vice Chairperson of the Library Advisory Board. The motion was seconded by Board Member Viarengo. Board member Kramer accepted the nomination. The motion passed unanimously.**

**With no objection, Chairperson Sherman rearranged the order of the agenda items to move agenda item 6. Library Ice Cream Social to the last item of discussion.**

**AGENDA ITEM: LIBRARY DONATION FUNDS- Discussion and consideration to approve the use of donation funds for outdoor cinema equipment.**

Supervisor Norman reminded the Board that at the May 14, 2015 meeting they approved the use of \$2,000 from the Library Donation Account to apply towards the purchase of outdoor cinema equipment. She explained that due to budget constraints, staff was not able to purchase the equipment as planned. A large portion of the funding in the Town's general budget was reallocated in order for the budget to balance in fiscal year 14-15.

Staff intends to purchase the equipment in this fiscal year. With the new FY15-16 budget, it is necessary for staff to propose a new amount for the Library Advisory Board to consider because that particular line item was reduced by \$1,500. The request is to approve an expenditure of \$4,000 of Library donation funds to be applied towards the purchase of outdoor cinema equipment.

There was an open discussion. Vice Chairperson Kramer asked if there will be additional expenses once the outdoor cinema equipment is purchased. Supervisor Norman explained that the Community Services Department plans to partner with local businesses for movie license sponsorship so there would be no additional expenses. Board member Viarengo inquired about movie ratings, wondering if careful attention will be given to choosing movies that will be shown in the park. Supervisor Norman assured the Board that appropriate movies that are family friendly would be selected.

**Chairperson Sherman motioned to approve the use of donation funds of \$4,000 to purchase outdoor cinema equipment. Board member Kramer seconded the motion. The motion passed unanimously.**

**AGENDA ITEM: COMMUNITY SERVICES COMMISSION – A discussion on the formation of a Community Services Commission.**

Community Services Supervisor Dawn Norman reported that Town Council's 2009 Strategic Planning agenda focused primarily on preparing Clarkdale to meet serious and continuing economic challenges. Among the numerous ideas and strategies discussed during that session was a community outreach concept which included combining Parks & Recreation and Library services, along with an increased focus on volunteer services. A Community Services Department was formed to facilitate this vision.

Since 2009, the Community Services Department has worked on presenting the department as such, steering from being identified as Parks and Recreation or Library since the department includes both operations.

At that time, one of the items for future consideration, was to eliminate the Parks & Recreation Commission and Library Advisory Board and form a Community Services Commission. This Commission would be an advisory board to the Council relating to community services.

Supervisor Norman added information regarding the definition of Commissions and Boards which included the following:

- Commissions and Boards are standing bodies established by Town ordinance. In keeping with the Town’s philosophy of citizen involvement, the Town Council appoints citizens to commissions and boards to assist in the formulation of Town policy. They focus attention on specific issues, weigh community values in making recommendations to the Town Council, and thoroughly research and review alternatives to accompany formal recommendation to the Town Council.
- A commission’s role is to advise the Town Council about policies and programs. In addition, commissioners are sometimes asked to participate in a volunteer capacity for a departmental program.
- Library Advisory Board- Advises the Town Council and staff regarding the general priorities of the Clark Memorial Library and suggest/promotes fundraising ideas to finance projects in relation to the library operations.
- Parks and Recreation Commission- Advises the Town Council on park development, recreational activities, programming, and other community services.

Supervisor Norman explained that this is the beginning discussion on the formation and future of the new Commission and how it relates to the current Parks & Recreation Commission and Library Advisory Board.

There was an open discussion. Chairperson Sherman inquired as to how many members this new commission will have and how often they would meet. He also raised a concern over the Library donation account funds and what would happen to that money. Supervisor Norman explained that the details still need to be determined and that staff will keep the Board updated. Vice Chairperson Kramer commented that he supports the idea and can see the logic in moving to one Community Services Commission.

**AGENDA ITEM: 2015 ICE CREAM SOCIAL- Review and discussion of the 2015 Ice Cream Social.**

Community Services Administrative Assistant Westcott reported that the Library Advisory Board raised \$691.49 at the 2015 Ice Cream Social. Staff reviewed the donations and expenditures with the Board along with a comparison to 2014:

	2015	2014
Gift Card Donations	\$ 75.00	\$ 175.00
Monetary Donations	\$ 200.00	\$ 200.00
Expenditures	\$ (294.54)	\$ (256.88)
Gift Card Balance	\$ 115.28	\$ 26.14

Sales	\$ 595.75	\$ 572.76
Total Net Proceeds	\$ 691.49	\$ 717.02

Ending Balances on gift/shopping cards:

Safeway 2015	\$3.67
Safeway 2014	\$2.92
Fry's 2015	\$3.41
Walmart 2015	\$108.20
Walmart 2014	\$23.22

Total card balances that will forward to the 2016 Ice Cream Social is \$141.42.

Administrative Assistant Westcott reported that the annual donation of \$100 from a Clarkdale resident did not come in this year which did affect the bottom line, but actual cash sales were up by \$22.99 over 2014 sales.

An open discussion took place regarding the following aspects of the Ice Cream Social:

Ice cream cones- 22 boxes of cones were ordered from Walmart and 19 boxes were returned after the event. Fewer cones are needed and they need to be larger than those received this year. 150 cones should be sufficient and there should be a mixture of flat bottom and pointed bottom (sugar) cones.

Sheet cake – No need to purchase for next year.

Tent set up – Chairperson Sherman recommended going back to the previous year's set up of tents.

Hand washing basin– Need to set something up for hand washing.

Wrapping of bake sale items- Vice Chairperson Kramer suggested rewrapping store bought items to appear like homemade. Cookies should be pre-bagged with 3 or 4 per bag for \$1.

Outside sales – Volunteers took the baked goods out of the tent to the public and increased overall sales. This is a must for next year.

Volunteers – The volunteers were great this year and plentiful. The same number or even more next year if we continue taking bake sale items out to the public.

Additional suggestions –

- Table cloths are needed (6)
- Buy extra Magic Shell chocolate topping
- Purchase a large "Extreme" cooler to place one of the tubs of ice cream into (current cooler does not hold all 4)
- Trays or boxes that volunteers can use to take items out to the public
- Need additional chairs for volunteers
- Buy more cherry/raspberry crumble pie from Safeway
- Place picture frames on table to make suggestions, such as pancakes with scoop of ice cream
- Sell tickets for ice cream/games, etc.

**AGENDA ITEM: FUTURE AGENDA ITEMS** – Listing of items to appear on future agendas.

**Community Services Commission**

**AGENDA ITEM: ADJOURNMENT-** With no further business before the Board and with no objection, the meeting adjourned at 10:10 a.m.

**APPROVED:** \_\_\_\_\_  
John Sherman, Chairperson

**SUBMITTED:** \_\_\_\_\_  
Joni Westcott, Community Services Administrative Assistant II

DRAFT

***MINUTES of the ANNUAL MEETING OF THE CLARKDALE MUNICIPAL PROPERTY CORPORATION OF THE TOWN OF CLARKDALE***

The Annual Meet of the Clarkdale Municipal Property Corporation of the Town of Clarkdale was held on Wednesday, July 15, 2015 at 9:00 a.m., in the Public Conference Room of the Town Hall Administration Building, 39 N. Ninth Street, Clarkdale, Arizona.

**CALL TO ORDER** – Meeting was called to order at 9:28 a.m. by Vice President Kerrie Snyder. A quorum was present.

**ROLL CALL OF MEMBERS:**

<b>Members:</b>	President	Jerry Wiley - absent
	Vice President	Kerrie Snyder
	Secretary/Treasurer	Janice Benatz

Staff Member: Mary Ellen Dunn, Board Secretary

**Roll call of members.**

**MINUTES** – Discussion and consideration of the minutes of the Annual Meeting held on June 25, 2014.

**Janice Benatz moved to approve the minutes of the Annual Meeting held June 25, 2014. Kerrie Snyder seconded the motion. The motion was approved unanimously.**

**REPORT ON TERMS OF OFFICE OF MEMBERS**

Jerry Wiley, President	Term expires July 31, 2017
Kerrie Snyder, Vice President	Term expires July 31, 2016
Janice Benatz, Secretary/Treasurer	Term expires July 31, 2018

**ELECTION OF OFFICERS** – Discussion and consideration of election of President, Vice President, and Secretary/Treasurer.

**Janice Benatz nominated Kerrie Snyder as President, Janice Benatz as Vice President, and Jerry Wiley as Secretary/Treasurer). Kerrie Snyder seconded the motion and the motion passed unanimously.**

**ARIZONA CORPORATION COMMISSION ANNUAL REPORT** –Discussion regarding the preparation and filing of the Arizona Corporation Commission Annual Report by the Town legal counsel and Corporation President signing the document.

**Janice Benatz moved that counsel prepare the Arizona Corporation Commission Annual Report and that the President, Kerrie Snyder, sign the report to be filed with the Arizona Corporation Commission. Kerrie Snyder seconded the motion, which passed unanimously.**

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

**ADJOURNMENT:** With no further business before the Board, Kerrie Snyder adjourned the meeting at 9:30 a.m.

Submitted by:

Approved by:

\_\_\_\_\_  
Mary Ellen Dunn, Deputy Clerk

\_\_\_\_\_  
Kerrie Snyder, President

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the July 15, 2015 meeting of the local board of the Clarkdale Municipal Property Corporation of the Town of Clarkdale, Arizona held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

SEAL

\_\_\_\_\_  
Mary Ellen Dunn, Deputy Clerk



# Staff Report

---

**Agenda Item:**           **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 Clarkdale Historical Society and Museum fundraising event to be held on Saturday, September 19, 2015 from 4:00 p.m. to 7:00 p.m. at 900 1<sup>st</sup> North Street, Clarkdale, AZ.

**Staff Contact:**           Kathy Bainbridge, Town Clerk-Finance Director

**Meeting Date:**           August 11, 2015

**Background:**           The Clarkdale Historical Society and Museum is hosting a fundraising event to be held Saturday, September 19, 2015 from 4:00 p.m. to 7:00 p.m. at 900 1<sup>st</sup> North Street, Clarkdale, AZ.

**Recommendation:**      Staff recommends that the Town Council approve a recommendation to the State Department of Liquor License and Control to approve a Special Event Liquor License for the Clarkdale Historical Society and Museum fundraising event to be held on Saturday, September 19, 2015 from 4:00 p.m. to 7:00 p.m. at 900 1<sup>st</sup> North Street, Clarkdale, AZ.



Arizona Department of Liquor Licenses and Control  
 800 W Washington 5th Floor  
 Phoenix, AZ 85007-2934  
 www.azliquor.gov  
 (602) 542-5141

<b>FOR DLIC USE ONLY</b>	
Event Date(s):	
Event time start/end:	
CSR:	
License:	

**APPLICATION FOR SPECIAL EVENT LICENSE**  
 Fee= \$25.00 per day for 1-10 days (consecutive)  
 A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. § 44-6852)

**IMPORTANT INFORMATION: This document must be fully completed or it will be returned.**

The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event. If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control (see Section 15).

**SECTION 1** Name of Organization: Clarkdale Historical Society & Museum

**SECTION 2** Non-Profit/IRS Tax Exempt Number: 20-0374999

**SECTION 3** The organization is a: (check one box only)

- Charitable  Fraternal (must have regular membership and have been in existence for over five (5) years)  
 Religious  Civic (Rotary, College Scholarship)  Political Party, Ballot Measure or Campaign Committee

**SECTION 4** Will this event be held on a currently licensed premise and within the already approved premises?  Yes  No

Name of Business	License Number	Phone (Include Area Code)
------------------	----------------	---------------------------

**SECTION 5** How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation (look in special event planning guide) and check one of the following boxes.

- Place license in non-use  
 Dispense and serve all spirituous liquors under retailer's license  
 Dispense and serve all spirituous liquors under special event  
 Split premise between special event and retail location

(If not using retail license, submit a letter of agreement from the agent/owner of the licensed premise to suspend the license during the event. If the special event is only using a portion of premise, agent/owner will need to suspend that portion of the premise.)

**SECTION 6** What is the purpose of this event?  On-site consumption  Off-site (auction)  Both

**SECTION 7** Location of the Event: Clarkdale Historical Society & Museum

Address of Location: 900 First North Clarkdale, Yavapai AZ 86324  
Street City COUNTY State Zip

**SECTION 8** Will this be stacked with a wine festival/craft distiller festival?  Yes  No

**SECTION 9** Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Section 1. (Authorizing signature is required in Section 13.)

1. Applicant: Emmett Cindy A. \_\_\_\_\_  
Last First Middle Date of Birth
2. Applicant's mailing address: 974 Lanny Lane Clarkdale AZ 86324  
Street City State Zip
3. Applicant's home/cell phone: \_\_\_\_\_ Applicant's business phone: (928) 649-1198
4. Applicant's email address: eemmett6@gmail.com

**SECTION 10**

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?  
 Yes  No (If yes, attach explanation.)

2. How many special event licenses have been issued to this location this year? 0  
 (The number cannot exceed 12 events per year; exceptions under A.R.S. §4-203.02(D).)

3. Is the organization using the services of a promoter or other person to manage the event?  Yes  No  
 (If yes, attach a copy of the agreement.)

4. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name Clarkdale Historical Society & Museum Percentage: 100%  
 Address 900 First North St. Clarkdale AZ 86324  
Street City State Zip  
 Name \_\_\_\_\_ Percentage: \_\_\_\_\_  
 Address \_\_\_\_\_  
Street City State Zip

5. Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

**Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.**

"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT UNLESS THEY ARE IN AUCTION SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE"

6. What type of security and control measures will you take to prevent violations of liquor laws at this event?  
 (List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

Number of Police 3 Number of Security Personnel  Fencing  Barriers

Explanation: See attached site plan.

**SECTION 11** Date(s) and Hours of Event. May not exceed 10 consecutive days.

See A.R.S. § 4-244(15) and (17) for legal hours of service.

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>Sept. 19</u>	<u>Saturday</u>	<u>4:00 PM</u>	<u>7:00 PM</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

**SECTION 12** License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. The following space is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.

N ↑

A large, empty rectangular box with a thin black border, intended for the licensee to draw a diagram of their special event licensed premises. The box is mostly blank, with a north arrow symbol in the top right corner.

**SECTION 13** To be completed only by an Officer, Director or Chairperson of the organization named in Section 1.

I, Cindy Emmett declare that I am an OFFICER, DIRECTOR, or CHAIRPERSON  
(Print Full Name)  
appointing the applicant listed in Section 9, to apply on behalf of the foregoing organization for a Special Event  
Liquor License.

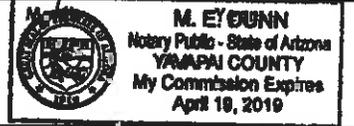
X Cindy Emmett Chair Person July 27, 2015 928-399-0031  
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 28th July 2015  
Day

State Arizona County of Yavapai

My Commission Expires on: 4-19-2019  
Date

M. E. Bunn  
Signature of Notary Public



**SECTION 14** This section is to be completed only by the applicant named in Section 9.

I, Cindy Emmett declare that I am the APPLICANT filing this application as  
(Print Full Name)  
listed in Section 9. I have read the application and the contents and all statements are true, correct and  
complete.

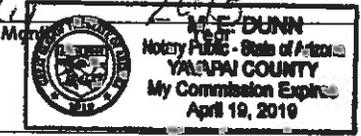
X Cindy Emmett Chair Person July 27, 2015 928-399-0031  
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 28th July 2015  
Day

State Arizona County of Yavapai

My Commission Expires on: 4-19-2019  
Date

M. E. Bunn  
Signature of Notary Public



Please contact the local governing board for additional application requirements and submission deadlines. Additional  
licensing fees may also be required before approval may be granted. For more information, please contact your local  
jurisdiction: [http://www.azliquor.gov/assets/documents/homepage\\_docs/spec\\_event\\_links.pdf](http://www.azliquor.gov/assets/documents/homepage_docs/spec_event_links.pdf).

**SECTION 15** Local Governing Body Approval Section

I, \_\_\_\_\_ recommend  APPROVAL  DISAPPROVAL  
(Government Official) (Title)

on behalf of \_\_\_\_\_  
(City, Town, County) Signature Date Phone

**FOR DEPARTMENT OF LIQUOR LICENSES AND CONTROL USE ONLY**

APPROVAL  DISAPPROVAL BY: \_\_\_\_\_ DATE: \_\_\_\_\_

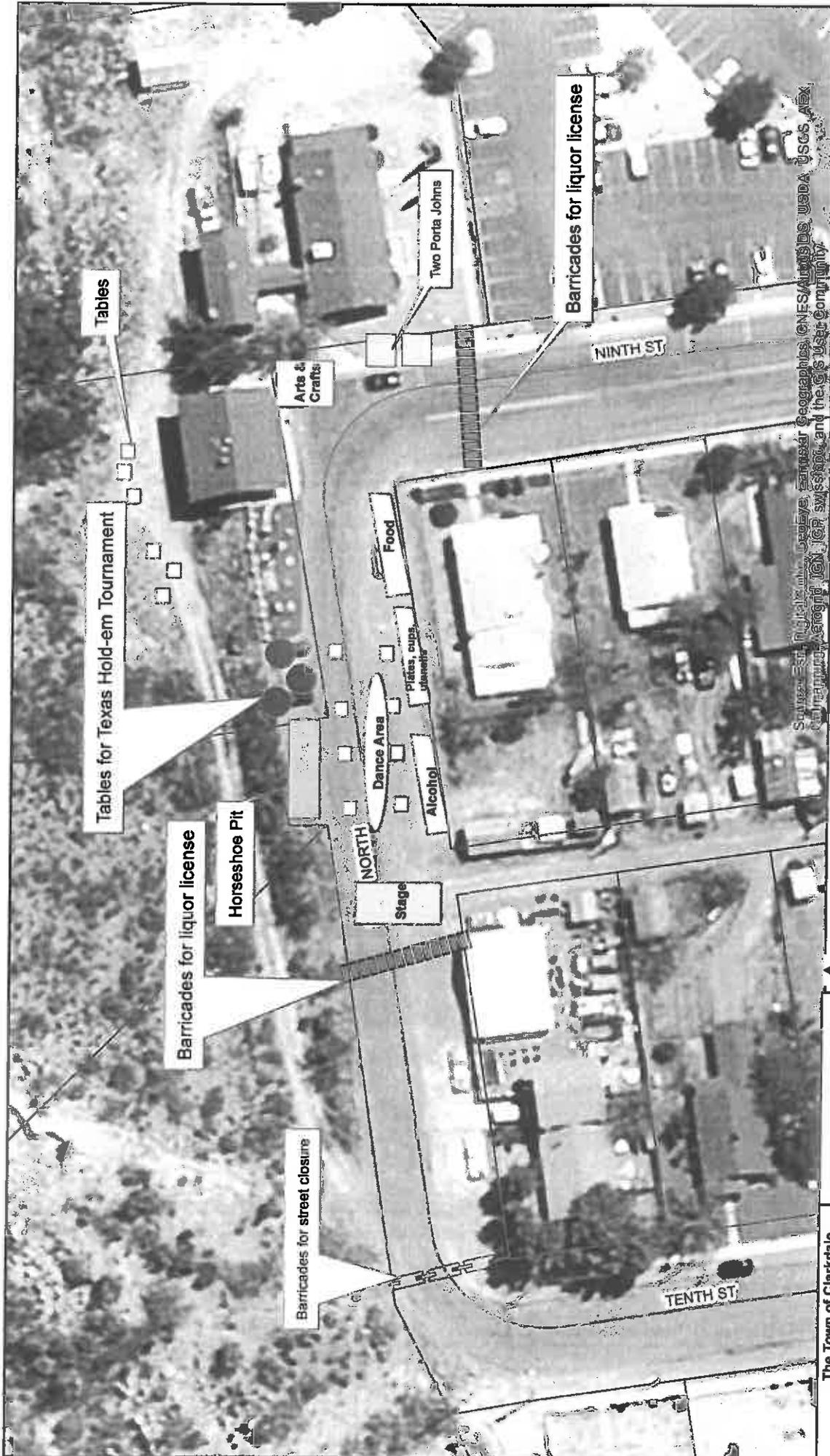
**A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice**

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.



Solverson, Est. Right to Life, Wesley, Barrister Geographics, GENES/AR/00/05, USDA, USGS, AEX  
 and TerraMetrics, ArcGIS, IGC, IGP, SwissTopo, and the GIS User Community

This map has been provided for informational purposes only and is not necessarily engineering accuracy. Every effort has been made to ensure this map is as accurate as possible. The Town of Clarkdale shall assume no liability for the information contained on this map.

**Cowboy Cookout Site Plan**

**The Town of Clarkdale**  
 Community Development Department  
 P.O. Box 308/860 Main Street  
 Clarkdale, AZ 86324  
 (928) 638-2850

July 2015



# Staff Report

**Agenda Item:**           **Change Order No. 2 for the Intergovernmental Agreement (IGA) between the Town of Clarkdale and the Yavapai County Flood Control District - Approval of the Change Order for IGA FY 15/16 in an amount not to exceed \$74,631.09 between the Town of Clarkdale and Yavapai County Flood Control District.**

**Meeting Date:**        August 11, 2015

**Prepared By:**         Wayne Debrosky, Public Works/Utilities Director

**Background:** The FY 14/15 IGA provided for a financial contribution from the Yavapai County Flood Control District to the Town of Clarkdale in an amount not to exceed \$81,910.00, and by Change Order No. 1 in the amount of \$75,000.00, in support of the of the Town's Western Area Drainage Improvement Projects including Foothills Terrace, Old Jerome Highway, and the Lisa Street Curb and Gutter projects. The Town of Clarkdale completed and billed Yavapai County a total of \$82,278.91 for work completed under the FY 14/15 IGA leaving a balance of \$74,631.09 under the FY 14/15 IGA and Change Order No. 1.

The following changes shall be made to this contract:

Original IGA Contract Sum	\$ 81,910.00
Net Change by Previous Change Orders (+/-)	75,000.00
IGA Funds Spent to Date (end FY 14/15)	82,278.91
IGA Funds remaining at end of FY 14/15	74,631.09
Contract IGA Sum will be changed by	0.00
Contract IGA Sum for FY 2015/16	\$ 74,631.09

The term of this agreement will be extended to June 30<sup>th</sup>, 2016.

**Comments:** Change Order No. 1 was approved by the Board on August 4<sup>th</sup>, 2014. The Town of Clarkdale was anticipating finishing out this project and spending down all of the funds prior to the end of FY 14/15, but issues with the Contractor arose and the Lisa Street Curb and Gutter project had not commenced by July 1<sup>st</sup>, 2015. The Town has requested that the remaining portion of the original IGA amount (\$74,631.09) be carried forward into FY 15/16 so that it can be completed as originally planned. The Town of Clarkdale is expected to complete the Lisa Street Curb and Gutter project during FY 15/16.

**Recommendation:** To approve the Change Order No. 2 to the Intergovernmental Agreement between the Town of Clarkdale and the Yavapai County Flood Control District for FY 15/16 in an amount not to exceed \$74,631.09 with an effective date of August 11, 2015.

# YAVAPAI COUNTY FLOOD CONTROL DISTRICT

W W W . Y C F L O O D . C O M

1120 COMMERCE DRIVE  
PRESCOTT, AZ 86305  
928.771.3197 PHONE  
928.771.3427 FAX



10 S. 6<sup>TH</sup> STREET  
COTTONWOOD, AZ 86326  
928.639.8151 PHONE  
928.639.8118 FAX

## CHANGE ORDER INTERGOVERNMENTAL AGREEMENT FISCAL YEAR 2015/16

PROJECT: Western Area Drainage Improvement Project

FCD Project#: FC0070

Date of Original Intergovernmental Agreement (IGA): January 6, 2014

OWNER: Yavapai County Flood Control District Change Order No. 2

COMMUNITY: Town of Clarkdale Change Order Date: 8/17/2014

The following changes shall be made to this Contract:

The Project added to this Contract is	<u>N/A</u>
The original IGA Contract Sum was	<u>\$ 81,910.00</u>
Net change by previous Change Orders (+ or -)	<u>\$ 75,000.00</u>
IGA Funds spent to date (through end FY 14/15)	<u>\$ 82,278.91</u>
IGA Funds remaining at end of FY 14/15	<u>\$ 74,631.09</u>
The Contract IGA Sum will be changed by	<u>\$ 0.00</u>
Contract IGA Sum for FY 2015/16	<u>\$ 74,631.09</u>

The term of this agreement will be extended to June 30<sup>th</sup>, 2016.

Comments: Change Order #1 was approved by the Board on August 4<sup>th</sup>, 2014. The Town of Clarkdale was anticipating finishing out this project and spending down all the funds prior to the end of FY 14/15, but issues with the Contractor arose and the project had not commenced as of July 1<sup>st</sup>. 2015. The Town has requested that the remaining portion of the original IGA amount (\$74,631.09) be carried forward into FY 15/16 so it can be completed as originally planned. The Town of Clarkdale is expected to complete this project during FY 2015/16.

Yavapai County Flood Control District  
1120 Commerce Dr.  
Prescott, AZ 86305

Town of Clarkdale  
ATTN: DOUG VON GAUSIG, MAYOR  
P.O. Box 308  
Clarkdale, AZ 86324

By: \_\_\_\_\_  
Craig L. Brown, Chairman  
District Board of Directors

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ix  
CB

When recorded in the Office of the  
Yavapai County Recorder, return to:



Yavapai County Flood Control District  
1120 Commerce Drive.  
Prescott, AZ 86305

**INTERGOVERNMENTAL AGREEMENT**

THIS AGREEMENT, made this 6<sup>th</sup> day of January 2014, by and between the YAVAPAI COUNTY FLOOD CONTROL DISTRICT, a special district legally created in the State of Arizona (hereinafter called "District") and the Town of Clarkdale, a municipal corporation of the State of Arizona, (hereinafter call "Town") for a period commencing, January 6, 2014, and extending through completion of the named project.

This agreement provides for financial contribution from the District to the Town in support of the Western Area Drainage Improvement Project. This agreement is funded in an amount not to exceed \$81,910 for Fiscal Year 2013/2014. Funding contributions for the project in future fiscal years will be dependant on project progress and funding availability. Funding for future Fiscal Years must be requested in writing and will be at the discretion of the Board of Directors of the Yavapai County Flood Control District. All design, engineering, bidding, contracts, inspection and project management shall be the sole responsibility of the Town. The District's involvement in the project is limited to financial contribution as approved by the Board of Directors.

**WITNESSETH:**

WHEREAS, the District and the Town have the authority to enter into Intergovernmental Agreements pursuant to Arizona Revised Statutes, Section 11-952, Section 48-3603(9) and Section 9-240(5); and,

WHEREAS, the Town lies within the legal boundaries of the District (Yavapai County); and,

WHEREAS, property owners within the corporate limits of the Town pay ad valorem taxes to support the District; and,

WHEREAS, the Town has experienced storm water control and flooding problems for a number of years in various locations; and,

WHEREAS, the District is authorized to expend funds for flood control projects (including storm water control) and has approved and budgeted amounts necessary to provide funding assistance for flood mitigation work.

NOW, THEREFORE, IT IS AGREED as follows:

**PURPOSE**

1. The purpose of this Agreement is to authorize the Flood Control District to pay and contribute to the Town funds in support of the Town's Western Area Drainage Improvement Project including Foothill Terrace and Old Jerome Highway projects. Funding for Fiscal Year 2013-2014 shall not exceed Eighty One Thousand Nine

Hundred and Ten Dollars (\$81,910.00). Funding contributions for the project in future fiscal years will be dependant on project progress and funding availability and will be at the discretion of the Board of Directors of the Yavapai County Flood Control District. The District shall make said contributions to the Town in partial payments based upon periodic invoices from the Town. Invoices shall be provided to the District for review prior to reimbursement. The District agrees to pay said invoices monthly or upon an alternate schedule as agreed to between the Town and District.

2. The Town shall use said District funds exclusively for reimbursement of approved costs associated with the projects described above.
3. The Town shall be responsible for the administration, right-of-way acquisition, design, construction, inspection and materials necessary to complete the project.

### DURATION

The term of this Agreement is for the entire period of construction of the Western Area Drainage Improvement Project. This Agreement is subject to cancellation pursuant to ARS §38-511.

### RENEWAL

The Parties may, upon mutual written consent, extend this agreement as necessary to carry out its purposes. Upon a written request from the Town, the Board of Directors of the District may provide additional funding for this agreement in future Fiscal Years if the project is not completed within Fiscal Year 2013/2014.

### SEVERABILITY

The parties agree that if any part or parts of this Intergovernmental Agreement are held to be void or unenforceable by a court of competent jurisdiction, the remaining parts of the Agreement shall remain in full force and effect.

### ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties with respect to the subject matters herein, and it may be amended, modified, or waived only by an instrument in writing signed by both parties.

### CONFLICT OF INTEREST

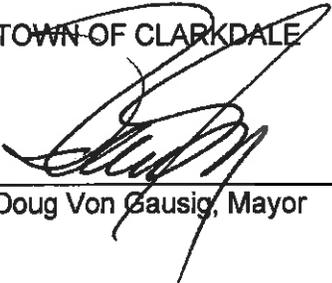
This Agreement is subject to cancellation pursuant to ARS §38-511.

### INDEMNIFICATION

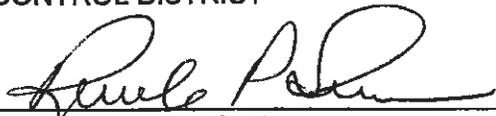
The Town and the Flood Control District each agree to hold the other party harmless and indemnify the other for any loss, liability, or damages arising from any action, omission, or negligence of each party's employees, officers, or agents, regarding the performance of this Intergovernmental Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officials on the aforementioned date.

TOWN OF CLARKDALE

  
\_\_\_\_\_  
Doug Von Gausig, Mayor

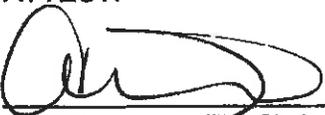
YAVAPAI COUNTY FLOOD CONTROL DISTRICT

  
\_\_\_\_\_  
Rowle Simmons, Chairman  
Yavapai County Flood Control District  
Board of Directors

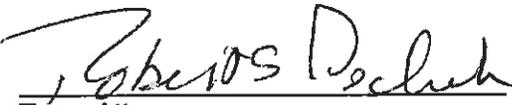
ATTEST:

  
\_\_\_\_\_  
Admin. Secretary Town Clerk

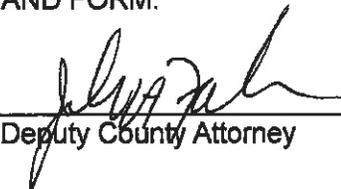
ATTEST:

  
\_\_\_\_\_  
Ana Wayman-Trujillo, Clerk of the Board  
Yavapai County Flood Control District

APPROVED AS TO CONTENT AND FORM:

  
\_\_\_\_\_  
Town Attorney

APPROVED AS TO CONTENT AND FORM:

  
\_\_\_\_\_  
Deputy County Attorney

SEAL

**INTERGOVERNMENTAL AGREEMENT DETERMINATION**

In accordance with A.R.S. §11-952, this proposed Intergovernmental Agreement for funding contributions for flood mitigation work performed by the Town has been reviewed by the undersigned town attorney who has determined that said Agreement is in appropriate form and is within the powers and authority of the Town of Clarkdale.

  
\_\_\_\_\_  
Town Attorney

Date: 3/19/2014

In accordance with A.R.S. §11-952, this proposed Intergovernmental Agreement for funding contributions for flood mitigation work performed by the Town has been reviewed by the undersigned town attorney who has determined that said Agreement is in appropriate form and is within the powers and authority of the Yavapai County Flood Control District.

  
\_\_\_\_\_  
Deputy County Attorney

Date: 4/3/14.



# Staff Report

---

**Agenda Item:**           **Intergovernmental Agreement between the Town of Clarkdale and the Yavapai County Flood Control District - Approval of the IGA for FY 15-16 in an amount not to exceed \$50,000.00 between the Town of Clarkdale and Yavapai County Flood Control District.**

**Meeting Date:**           August 11, 2015

**Prepared By:**           Wayne Debrosky, Public Works/Utilities Director

**Background:**           FY 15-16 - This agreement provides for a financial contribution from the Yavapai County Flood Control District to the Town of Clarkdale in an amount not to exceed \$50,000.00. This funding will be used to support Town-wide drainage improvement projects such as:

- Repair and maintenance of existing drainage structures;
- Grading of the alleyway between Main Street and First North from Ninth Street to Tenth Street;
- Grading of the alleyway between Main Street and First North from Fifteenth Street to Sixteenth Street;
- The installation of a concrete gutter pan on the Wastewater Treatment Plant access road

All design, engineering, bidding, contracts, inspection and project management will be the sole responsibility of the Town of Clarkdale. The Yavapai County Flood Control District's involvement in the project(s) is limited to the financial contribution as approved by the Board of Directors.

**Recommendation:**    To approve the Intergovernmental Agreement between the Town of Clarkdale and the Yavapai County Flood Control District for FY 15-16 in an amount not to exceed \$50,000.00 with an effective date of August 11, 2015.

INTERGOVERNMENTAL AGREEMENT

BETWEEN  
THE YAVAPAI COUNTY FLOOD CONTROL DISTRICT AND  
THE TOWN OF CLARKDALE  
FOR THE FISCAL YEAR 2015/2016 FINANCIAL CONTRIBUTION  
FROM THE DISTRICT TO THE TOWN FOR FLOOD CONTROL  
IMPROVEMENTS

THIS INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE YAVAPAI COUNTY FLOOD CONTROL DISTRICT AND THE TOWN OF CLARKDALE, FOR THE FISCAL YEAR 2015/2016 FINANCIAL CONTRIBUTION TO THE TOWN FOR FLOOD CONTROL IMPROVEMENTS (the "Agreement") is entered into, effective this \_\_\_\_ day of \_\_, 2015, between the Yavapai County Flood Control District, a political subdivision of the State of Arizona (the "DISTRICT"), and the Town of Clarkdale, Arizona, a municipal corporation of the State of Arizona (the "TOWN"). The District and the Town are sometimes collectively referred to as the "Parties" or individually as the "Party."

RECITALS

WHEREAS:

- A. The DISTRICT is a special taxing district legally created in the State of Arizona and organized by Yavapai County to include and govern its jurisdiction.
- B. The DISTRICT administers the Federal Emergency Management Agency ("FEMA") Regulations under the National Flood Insurance Program.
- C. The Yavapai County Board of Supervisors is the Board of Directors of the DISTRICT.
- D. A portion of the TOWN lies within the legal boundaries of the DISTRICT.
- E. The DISTRICT, the TOWN, and the County are separate and distinct political subdivisions, but each can provide for the benefit of the other(s), for the benefit of public health, safety, and welfare, and other public purposes.
- F. The DISTRICT and the TOWN have authority to enter into Intergovernmental Agreements pursuant to Arizona Revised Statutes ("A.R.S.") §§11-952, 48-3603, and 9-240, and TOWN's Code.
- G. Among other things, the DISTRICT receives tax proceeds as general funding for the planning, construction, and maintenance of flood control improvements.

- H. Under the budgeting process for the DISTRICT, a category of "Contributions" (hereinafter "Funds") has been established, setting aside monies that may be utilized by the various political subdivisions located within the boundaries of Yavapai County.
- I. The DISTRICT has approved and budgeted Funds to provide funding assistance for flood mitigation work and is authorized to expend such Funds for flood control projects (including storm water control) to political subdivisions for projects so long as the projects are flood or drainage related, cost-effective, a benefit to the County, the DISTRICT, and the political subdivision and are in accordance with FEMA regulations.
- J. The TOWN has experienced storm water control and flooding problems for a number of years in various locations and seeks to mitigate such problems to increase safety and protect public and private property and persons within the TOWN.
- K. The TOWN seeks to improve its storm water control, make drainage improvements, and/or mitigate flooding problems by constructing a General Drainage Improvements Project (hereinafter the "Project").
- L. The TOWN desires to receive DISTRICT Funds for the 2015/2016 fiscal year to be used for its Project.
- M. The DISTRICT has budgeted Funds to support the Project in an amount not to exceed Fifty Thousand Dollars (\$50,000) for fiscal year 2015/2016 which begins on July 1, 2015.

#### AGREEMENTS

NOW THEREFORE, for good and valuable consideration, including consideration of the mutual promises, terms, and conditions hereinafter set forth, including the mutual promises and obligations to be performed by the Parties hereto, IT IS AGREED BETWEEN THE TOWN AND THE DISTRICT AS FOLLOWS:

#### I. PURPOSE

The purpose of this Agreement is to authorize the DISTRICT to pay and contribute to the TOWN Funds in support of the TOWN's Project. Such funding for fiscal year 2015/2016 shall not exceed Fifty Thousand Dollars (\$50,000).

#### II. COMMENCEMENT, DURATION, AND TERMINATION

The effective date is as set forth on page one (1) of this Agreement. Performance under this Agreement shall commence following the effective date and shall terminate upon the earliest of:

- A. The completion of the Project as determined by the TOWN;
- B. The exhaustion of the Funds allocated to the TOWN for the Project;
- C. The end of the fiscal year 2015/2016; or
- D. The mutual agreement of the Parties.

### III. RESPONSIBILITIES OF PARTIES

#### A. The TOWN shall:

1. Be solely responsible for the design, engineering, bidding, right-of-way acquisition, supervision, construction, inspection, administration, and project management of the Project and for contracting directly for all Project work.
2. If plans are used to bid, provide the DISTRICT a copy of the final Project plans.
3. Use the Funds for the Project in fiscal year 2015/2016.
4. Use the Funds exclusively for costs associated with the Project described above.
5. When requesting Funds from the DISTRICT, provide detailed invoices with supporting documentation for the request(s).
6. Request Funds from the DISTRICT on or before July 31, 2016 (for work completed in fiscal year 2015/2016).
7. Be responsible for the proper disbursement of the Funds provided by the DISTRICT.
8. Be responsible for maintaining the Project and the resulting improvements.

#### B. The DISTRICT shall:

1. Make Funds available to the TOWN for the Project as approved by the Board of Directors.
2. Provide funding as available and appropriate upon proper request(s) by the TOWN.
3. Pay properly invoiced requests monthly or on an alternate schedule as agreed to by the TOWN and DISTRICT.
4. Pay properly invoiced requests for work completed by the TOWN in fiscal year 2015/2016 so long as TOWN's requests are received by the DISTRICT on or before July 31, 2016.

#### C. The DISTRICT and TOWN mutually agree:

1. That they recognize the Funds to be used by Parties pursuant to this Agreement are tax funds. The agreements herein for funding are based upon projected tax funds to be received. In the event the projected income is not received, there is the possibility that some or all of the Funds anticipated by this Agreement and set forth herein will not be available. All monetary obligations under this agreement shall be subject to annual budget approval of the respective governing bodies of the parties. A failure of either party's governing body to approve funding for payment of any obligation hereunder shall constitute grounds for termination of this agreement.
2. The Project is the sole responsibility of the TOWN, and not of the DISTRICT or the County. All real property upon which the Project work will occur is within the TOWN limits and not owned or under the control of the DISTRICT or County.

### VII. INDEMNIFICATION

The TOWN agrees to defend, indemnify, and hold harmless the DISTRICT, its Board of

Directors, the County, its Board of Supervisors, officers, employees, agents, or other representatives from any and all claims for damages or otherwise arising under this Agreement and from any negligent acts of the Town, its officers, employees, agents, or other representatives. This Indemnification provision shall survive the termination of this Agreement.

## VIII. OTHER PROVISIONS

- A. NOTICE. All notices or demands upon any party to this Agreement shall be in writing and shall be delivered in person or sent by certified mail, return receipt requested, addressed as follows:

TOWN OF CLARKDALE  
Town Manager  
P.O. Box 308  
Clarkdale, AZ 86324

DISTRICT  
Yavapai County Flood Control District Director  
1120 Commerce Drive  
Prescott, AZ 86305

- B. ENTIRE AGREEMENT. This Agreement represents the entire understanding between the parties with respect to the subject matters herein, and may be amended, modified, or waived only by written instrument signed by both Parties.
- C. CONFLICT OF INTEREST. This contract is subject to the cancellation provisions of A.R.S. §38-511.
- D. SEVERABILITY. In case one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained therein.
- E. NON-DISCRIMINATION. The Parties shall comply with Executive Order 2009-09, which mandates that all persons, regardless of race, color, religion, sex, age, national origin or political affiliation, shall have equal access to employment opportunities, and all other applicable State and Federal employment laws, rules and regulations, including the Americans with Disabilities Act. The Parties shall take affirmative action to ensure that applicants for employment and employees are not discriminated against due to race, creed, color, religion, sex, national origin or disability.
- F. EMPLOYMENT VERIFICATION. The Parties are required to comply with A.R.S. §41-4401, and hereby warrants that they will, at all times during the term of this Agreement, comply with all federal immigration laws applicable to the employment of their respective employees, the requirements of A.R.S. §41-4401, and with the e-verification requirements of A.R.S. §23-214(A) (together the "state and federal immigration laws"). The Parties further agree to ensure that each subcontractor that performs any work under this Agreement likewise complies with the state and federal immigration laws. A breach of a warranty regarding compliance with the state and federal immigration laws shall be deemed a material breach of the Agreement and the party who breaches may be subject

to penalties up to and including termination of the Agreement. The Parties retain the legal right to inspect the papers of any contractor or subcontract employee working under the terms of the Agreement to ensure that the other party is complying with the warranties regarding compliance with the state and federal immigration laws.

G. LAWS. The Parties shall each be fully responsible for compliance with all statutes ordinances, codes, regulations, rules, court decrees, or other laws (hereinafter "Laws") applicable to it as part of fully performing the Project with regards to their respective roles. This Agreement shall not relieve either Party of any obligation or responsibility imposed upon it by Laws.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year specified below.

YAVAPAI COUNTY  
FLOOD CONTROL DISTRICT

TOWN OF CLARKDALE

\_\_\_\_\_  
Craig L. Brown, Chairman                      Date  
Board of Directors  
Yavapai County Flood Control District

\_\_\_\_\_  
Doug Von Gausig, Mayor                      Date  
Town of Clarkdale

ATTEST:

\_\_\_\_\_  
Ana Wayman-Trujillo                      Date  
Clerk of the Board of Directors

\_\_\_\_\_  
Kathy Bainbridge, Town Clerk              Date  
Town of Clarkdale

DETERMINATIONS OF COUNSEL

FOR THE  
INTERGOVERNMENTAL AGREEMENT

BETWEEN  
THE YAVAPAI COUNTY FLOOD CONTROL DISTRICT AND  
THE TOWN OF CLARKDALE

FOR THE FISCAL YEAR 2015/2016 FINANCIAL CONTRIBUTION  
FROM THE DISTRICT TO THE TOWN FOR FLOOD CONTROL IMPROVEMENT

Pursuant to A.R.S. §11-952, as amended, the foregoing Agreement has been submitted to the undersigned Attorney Town of Clarkdale. The undersigned has determined that this Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona and the Town of Clarkdale.

---

Attorney  
Town of Clarkdale

Date

Pursuant to A.R.S. §11-952, as amended, the foregoing Agreement has been submitted to the undersigned Attorney for the Yavapai County Flood Control District, Prescott, Arizona. The undersigned has determined that this Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona to the Yavapai County Flood Control District.

---

Deputy County Attorney  
Flood Control District

Date



# Staff Report

---

Agenda Item:           **Designated Funds** – Approval of designated funds for FY2014-2015.

Meeting Date:           August 11, 2015

Prepared By:           Kathy Bainbridge, Clerk – Finance Director

Background: Fund balance is created from excess revenues over expenditures. This can be a combination of collections/revenues being higher than budget and actual expenditures being lower than budget.

Fund balance is comprised of different categories:

**Unreserved (Undesignated) Fund Balance** – That portion of fund balance that reflects expendable, available financial resources.

**Reserved (Designated) Fund Balance** – The portion of fund balance that reflects financial assets that are not available for spending. Reserved Fund Balance categories include reserves required for special projects, funds dedicated to expenditures associated with an initiative to be completed prior to June 30, or legally restricted funds from dedicated revenue sources.

Officially designating anticipated year end funds for special projects, funds dedicated to expenditures associated with an initiative to be completed prior to June 30, or legally restricted funds from dedicated revenue sources will help track those funds and follow accounting for those projects throughout the year and, depending on the project, future years.

The auditors also report in the Annual Financial Statement, the amount of fund balance reserved (designated) and unreserved (undesignated) so there is a clearer picture of the Town's overall financial abilities.

Attached are the recommended Designated Fund balances for approval which reflect the preliminary year end balances and are included in the 2015-2016 final budget.

Recommendation:    Approval of the 2015-2016 designated funds in the amount of \$3,845,434.72

Designated Funds - Final

	2015 Earned	2015 Spent	Project Total Actual 2015 YE	Fund Total 2015 YE
<b>General Fund</b>				
			Final Totals at YE	
Mongini Park (Park Land Fund = \$10,250)			\$ -	
Main Street Park (Pool Plastering = 14,100)		\$ -	\$ 25,000.00	
Police Equipment Depreciation		\$ (65,244.00)	\$ 13,799.00	
Fund Balance for Streets Project	\$ 40,000.00	\$ -	\$ 143,108.91	
Men's Lounge Upgrades - Microphones/IT (GF)		\$ (1,838.00)	\$ 23,162.00	
Clubhouse Upgrades (GF)		\$ (27,061.00)	\$ 2,939.00	
Verde Valley Senior Citizens			\$ -	
Streetscape - Main between Broadway & 9th (GF)			\$ -	
Mongini Park (GF)			\$ -	
Main Street Park (GF)			\$ -	
EC Dev Marketing		\$ (6,260.00)	\$ -	
Go Local Platform			\$ -	
Tapco Park Improvements			\$ -	
Code Recodification		\$ -	\$ 13,000.00	
<b>Total</b>				<b>\$ 221,008.91</b>
<b>Capital Projects Fund</b>				
Sewer Jet			\$ -	
VR@C		\$ -	\$ 20,156.52	
Wayfinding Signs			\$ -	
Economic Development		\$ (7,911.97)	\$ 17,088.03	
TuziRAP			\$ -	
TapcoRAP			\$ -	
<b>Total</b>				<b>\$ 37,244.55</b>
<b>HURF Fund</b>				
Clarkdale Parkway		\$ (67,500.00)	\$ -	
General Street Projects	\$ 126,815.00	\$ (22,915.00)	\$ 178,894.84	
Bent River Maintenance		\$ -	\$ 4,564.00	
Broadway & Main		\$ (1,190.00)	\$ 76,447.58	
<b>Total</b>				<b>\$ 259,906.42</b>
<b>Developer Reimbursement Fund</b>				
Wildhorse Lane			\$ 6,030.00	
Highlands Building			\$ 300,000.00	
<b>Total</b>				<b>\$ 306,030.00</b>
<b>Court Enhancement Fund</b>				
Court Enhancement	\$ 2,360.00		\$ 3,260.00	\$ 3,260.00
<b>Wastewater Fund</b>				
Sludge Removal	\$ 24.18	\$ (5,674.54)	\$ 9,884.34	
WW Line Replacement	\$ 31,951.76	\$ (8,855.16)	\$ 481,109.73	
WW Lift Station Replacement	\$ 90.96		\$ 52,777.76	
WW Reserve Fund	\$ 67,209.99		\$ 205,223.62	
WW Debt Service /rate fund	\$ 930.31	\$ (238,000.00)	\$ 210,769.34	
Highlands - PTM			\$ -	
Capacity Fee	\$ 15,108.53		\$ 25,180.05	
FutureWWTP Construction	\$ 660,640.00	\$ (1,119,000.00)	\$ 202,280.00	
<b>Total</b>				<b>\$ 1,187,224.84</b>
<b>Water Fund</b>				
Water Resource Development Projects	\$ 73,674.74	\$ (10,874.00)	\$ 625,465.63	
Adjudication & Settlements	\$ 7,553.97		\$ 66,090.57	
Water Conservation	\$ 4,572.73	\$ (6,378.43)	\$ 18,841.74	
Regional Water Projects	\$ 6,720.92		\$ 21,128.79	
2006-Series System Improvements			\$ -	
Water Depreciation	\$ 145,663.99	\$ (24,012.00)	\$ 477,659.39	
<b>Total</b>				<b>\$ 1,209,186.12</b>
Water Capacity Fees	\$ 32,593.42		\$ 55,849.25	\$ 55,849.25

## Designated Funds - Final

	2015 Earned	2015 Spent	Project Total Actual 2015 YE	Fund Total 2015 YE
<b>Grant Funds</b>				
RICO	\$ 10,000.00	\$ (26,191.77)	\$ 33,538.78	
Sustainable Clarkdale	\$ 19,063.00	\$ (82,966.69)	\$ 73,804.91	
<b>Total</b>				\$ 107,343.69
<b>Sanitation Capital Fund</b>	\$ 24,122.00	\$ (40,000.00)	\$ 62,177.07	\$ 62,177.07
<b>Cemetery Perpetual Funds</b>	\$ 6,200.00	\$ (17,000.00)	\$ 40,569.10	\$ 40,569.10
<b>Impact Fees</b>				
WW Impact Fee	\$ 441.31		\$ 239,085.29	
Water Impact Fee	\$ 19.63		\$ 10,622.90	
Civic Impact Fee	\$ 28.38		\$ 15,355.67	
Park Impact Fee (VR:@C)	\$ 16.96	\$ (9,514.49)	\$ -	
Library Impact Fee	\$ 3.83		\$ 2,072.91	
Police Impact Fee	\$ 5.91		\$ 3,198.52	\$ 270,335.29
<b>Donation Fund</b>				
HCB			\$ 5,479.58	\$ 5,479.58
Library	\$ 3,497.10	\$ (549.02)	\$ 11,379.13	\$ 11,379.13
<b>Parks &amp; Rec</b>				
General	\$ 210.00	\$ (580.80)	\$ 3,614.34	
Concerts	\$ 3,269.50	\$ (3,141.00)	\$ 8,788.02	
Halloween	\$ 2,672.50	\$ (2,694.47)	\$ 614.85	
New Years Eve			\$ 2,001.49	
Pool	\$ 48.10		\$ 26,029.26	
Scholarship			\$ 340.00	
Memorial			\$ 725.00	
4th July			\$ 637.28	\$ 42,750.24
<b>Police</b>				
General	\$ 3,937.25	\$ (4,670.93)	\$ (664.68)	
National Night Out	\$ 1,210.00	\$ (1,035.65)	\$ 1,263.84	
Explorers			\$ 1,555.28	
Officer Safety Equipment	\$ 630.54		\$ 976.28	
Impound	\$ 325.00		\$ 625.00	
Vests	\$ 837.52	\$ (837.52)	\$ -	\$ 3,755.72
<b>Clubhouse Upgrades (YAN)</b>				
Ec Dev Marketing Seed Money (YAN)			\$ 5,000.00	
Verde River Capital and Operations (YAN)	\$ 16,874.37	\$ (6,016.70)	\$ 13,840.89	
<b>Total</b>			\$ -	\$ 18,840.89
<b>Verde River @ Clarkdale</b>				
Poker Run		\$ (1,271.17)	\$ -	
Flags	\$ 20.00		\$ 2,361.52	
Williams Memorial Account			\$ 154.75	
			\$ 577.66	
			\$ -	\$ 3,093.93
<b>Total</b>				\$ 3,845,434.72



# Staff Report

---

**Agenda Item:**           **UNITED VERDE SOIL PROGRAM WORK PLAN COMMENTS –**  
Discussion and possible action to approve the Town of Clarkdale’s official  
comments to be submitted to the Arizona Department of Environmental  
Quality on the Work Plan for the United Verde Soil Program.

**Sponsor:**               Mayor Von Gausig

**Staff Contact:**       Gayle Mabery, Town Manager

**Meeting Date:**       August 11, 2015

**Background:**       In July, 2014, Freeport Minerals Corporation (Freeport) submitted an  
application with the Arizona Department of Environmental Quality’s (ADEQ) Voluntary  
Remediation Program to undertake the United Verde Soil Program (UVSP). According to  
Freeport, because the United Verde smelter operated in an era before emissions control  
equipment was commonly used, historical air emissions from the smelter may have deposited  
metal-bearing particles (lead, arsenic and copper) on nearby soil. Freeport began providing  
public information about the United Verde Soil Program in Clarkdale in April, 2015.

Freeport has identified an initial study area on lands located near the former smelter in Clarkdale,  
and proposes to conduct a soil testing program to investigate potential elevated metals  
concentrations in soil on properties in that area. Under the program, owners of eligible properties  
within the initial study area will be contacted and have the opportunity to have soil on their  
properties sampled and tested for smelter-related metals that are associated with the United  
Verde/Jerome ore body. If test results determine that metal concentrations for lead, arsenic or  
copper in the soil exceed Freeport’s established target cleanup levels, then Freeport will offer  
soil replacement and landscaping restoration to impacted property owners. There is no cost to  
property owners to participate in the program.

In accordance with requirements in their program application, Freeport recently submitted a  
Sampling and Analysis Plan and a Quality Assurance Project Plan (together ADEQ refers to  
these documents as the “Work Plan”) to provide details to ADEQ about the proposed soil  
sampling to be performed in Clarkdale. ADEQ has established a public comment period through  
August 17, 2015 so that parties wishing to submit written comments on the work plan can do so.

Full copies of the Sampling and Analysis Plan and the Quality Assurance Project Plan can be  
found under the United Verde Soil Program section of the Town of Clarkdale’s website,  
[www.clarkdale.az.gov](http://www.clarkdale.az.gov) Hard copies of the documents are also available at the Clark Memorial  
Library, 39 North 9<sup>th</sup> Street in Clarkdale.



# Staff Report

---

The ADEQ has invited parties wishing to submit written comments regarding the Sampling and Analysis Plan for the United Verde Soil Program VRP site to do so to:

ADEQ  
Attention: John Patricki  
Voluntary Remediation Program  
1110 W. Washington Street  
Phoenix, AZ 85007

Or by email to:

[jp10@azdeq.gov](mailto:jp10@azdeq.gov)

Comments should include the reference “United Verde Soil Program-Work Plan” in the subject line. **Comments must be postmarked or received by ADEQ no later than 5 p.m. on August 17, 2015.**

The Town of Clarkdale has established an internal work team consisting of Mayor Von Gausig, Town Manager Mabery, Public Works/Utilities Director Wayne Debrosky, Town Clerk/Finance Director Kathy Bainbridge, Community & Economic Director Jodie Filardo and Senior Planner Beth Escobar to review documents and guide the Town’s efforts relating to the UVSP. The work team consulted with our Environmental Attorney (Chris Thomas, Squire Patton Boggs) and our Environmental Consultant (Gary Boettcher & Associates) in order to develop the recommended comments and questions relating to the UVSP Work Plan.

While our work team has recommended comments for submission on both the Sampling and Analysis Plan and the Quality Assurance Project Plan, we provide the following summary of the most substantive points below. Each of these particular items are focused primarily on the Sampling and Analysis Plan.

- A. Beginning in Section 1 – Introduction, and throughout both documents, the differences between the “Study Area” and the “Initial Study Area” should be articulated. The plans currently include maps that reference the “Study Area”, but should be labeled as the “Initial Study Area”, which serves as an acknowledgement that the area to be tested and potentially remediated is subject to expansion over the life of the soil testing program.
- B. Beginning in Section 1 – Introduction, and throughout both documents, the definition for “Planned For Development” (when describing which properties within the Study Area are eligible for inclusion in the UVSP) is too narrow. The Town would like the definition expanded to include any property zoned in a way that allows for future residential use.



# Staff Report

---

- C. Section 1 – Introduction, notes that industrial properties are not eligible for the program. However, there are industrially zoned properties in Clarkdale that have been used primarily for residential and commercial purposes (not industrial purposes) that would be wholly excluded from the testing program should this definition stand. We suggest the following amended provision: *“Properties that are, and generally were, used industrially, are not eligible for the soil program as they represent different exposure scenarios and human health risk considerations.”*
- D. Section 1.2 – Target Constituent and Cleanup Levels, Table 1-1 raises question about the cleanup levels that were selected for this project. The residential cleanup levels shown in this table were developed through a site specific Human Health Risk Assessment (Damian, 2015). The non-residential cleanup levels for copper (Cu) and lead (Pb) were selected based on ADEQ’s pre-determined values, but the non-residential cleanup levels for arsenic (As) was selected to match the residential standard. It seems inconsistent to use three different methodologies to determine the cleanup levels for this project. Why were ADEQ’s pre-determined values only used for non-residential Cu and Pb, and not applied for non-residential As, and residential Cu, Pb, and As? What are ADEQ’s pre-determined values for residential cleanup?
- E. Section 1.4 – Adjustments to the Study Area, should contain a more explicit method for determining whether an expansion of the Study Area is warranted. The expansion should not exclusively rely on test results and patterns within the Initial Study Area, but should include some method for sampling outside the Initial Study Area as well.
- F. Section 2 – Community Involvement, Outreach and Solicitation, should be broadened to include additional methods of outreach, including: bi-lingual materials and interpretation; a project website; agreed upon schedule of project briefings with the Town of Clarkdale; neighborhood open houses; etc.
- G. Beginning in Section 3 – Sampling Approach, and at various other locations throughout the documents, decision points about testing and remediation are proposed to be made without any established “appeal” process for property owners. Where such decisions are made, the Town believes that property owners should have a definitive appeal process.
- H. Table 3-1 indicates that soil at the 3-6” depths will not be tested. We believe that soil at the 3”-6” depths could contain a predominance of the target constituent metals, and would like it included in the testing.
- I. A Project Verification and Split Sampling Section should be added on Page 10 as follows: “Permission will be granted to the Town of Clarkdale, ADEQ and their authorized agents and contractors to enter upon properties being tested at reasonable times to verify that the work is being performed in accordance with the work plan, is approved pursuant to A.R.S. 49-177, or has been performed in accordance with the report submitted pursuant to A.R.S. 49-181. Town of Clarkdale and ADEQ’s review may include field inspection and reasonable sampling. Freeport must include



# Staff Report

---

language to this effect on any Property Owner Consent agreements, in order to secure such right of entry.”

- J. Section 3.5.1, Page 11: This entire section provides details on how sample locations will be developed in order to avoid testing areas that may have been impacted from lead from other sources (lead-based paints, lead-contaminated vehicle fluids, prior emissions from leaded gasoline). The protocols as designed result in a lack of testing for other important target constituents (arsenic and copper) in the use areas. In addition, the blanket provision to stay at least 5 feet from any building presumes that the building was impacted by lead based paint, when, in fact, many structures may have been built well after the date that lead based paint would have been used. Our comments relating to this issue focus on ensuring that sampling and remediating for arsenic and copper are not hindered by protocols that are designed to avoid lead impacted areas.

The full list of recommended comments and questions is attached in your Council packets as Exhibit A. Staff will be happy to address each item in Exhibit A individually at the Council meeting (if requested). To review the Sampling and Analysis Plan and a Quality Assurance Project Plan in their entirety, please follow the links on the United Verde Soil Program page of the Town of Clarkdale website.

**Recommendation:** Staff recommends that the Council approve the comments on the United Verde Soil Program as drafted in Exhibit A, and direct staff to submit the comments to the Arizona Department of Environmental Quality.

## EXHIBIT A

### Town of Clarkdale Review Comments for United Verde Soil Program Sampling and Analysis Plan Dated August 11, 2015

#### Sampling and Analysis Plan Comments

##### Section 1: Introduction

- 1) Differences between the “Study Area” and the “Initial Study Area” should be articulated. The Study Area could be a broader area that is not currently shown on the maps associated with this SAP.
- 2) Page 4; Paragraph 3: What are your technical reasons for saying “The Study Area includes properties *most likely* to have been affected by historical air emissions...”
- 3) Page 4; Paragraph 5: Definition of “Planned for Development” is too narrow and should be expanded to include any property zoned in a way that allows for future residential use.
- 4) Page 4; Paragraph 6: There are industrially zoned properties in Clarkdale that have been used primarily for residential or commercial purposes. As drafted, this paragraph would wholly exclude those properties from the testing program, when, in fact, there is good reason to include them.

We suggest the following amended provision: *“Properties that are, and generally were, used industrially, are not eligible for the soil program as they represent different exposure scenarios and human health risk considerations.”*

As written, the last sentence in this paragraph makes a broad assumption that seems inappropriate for inclusion in the SAP. We recommend that this sentence be stricken in its entirety, or amended as follows: *“In addition, industrial operations could represent sources of metals and other contaminants that have no relation to or would be indistinguishable from the historical smelter operations.”*

- 5) Page 6; last paragraph: Please provide the reference relating to emissions testing completed in 1935.
- 6) The title for Figure 1-1 should be amended to read “Initial Study Area” as it does not reflect the possible expanded areas that may result from adjustments made under Section 1.3
- 7) Section 1.2 – Target Constituent and Cleanup Levels, Table 1-1 raises question about the cleanup levels that were selected for this project. The residential cleanup levels shown in this table were developed through a site specific Human Health Risk Assessment (Damian, 2015). The non-residential cleanup levels for copper (Cu) and lead (Pb) were selected based on ADEQ’s pre-determined values, but the non-residential cleanup levels for arsenic (As) was selected to match the residential standard. It seems inconsistent to use three different methodologies to determine the cleanup levels for this project. Why were ADEQ’s pre-determined values only used for non-residential Cu and Pb, and not applied for non-

residential As, and residential Cu, Pb, and As? What are ADEQ's pre-determined values for residential cleanup?

- 8) Page 7 should include a section that articulates methods that will be employed when archeological sites or objects are identified on a property that is being either sampled or remediated.
- 9) Section 1.4 should contain a more explicit method for determining whether an expansion of the Study Area is warranted. The expansion should not just rely on test results and patterns within the Initial Study Area, but should include some method for sampling outside the Initial Study Area as well. This could well be modeled after the methodology that is laid out in Section 3.5.5 for Large Residential and Non-Residential Areas, and its corresponding Figure 3-6. For example, if any TC exceeds its CL at any boundary, will you automatically step out and investigate those properties until the concentrations of TCs are below CLs? If so, what will the approach be? If not, why?

## **Section 2: Community Involvement, Outreach and Solicitation**

10) The following additional objective of the CIOP should be added:

- Provide opportunities for those wishing to comment on program documents the ability to do so through a formal ADEQ process (similar to the process used for this SAP)
- In addition to providing comment on other program documents, the Town of Clarkdale specifically requests the opportunity to review and provide comment on the property owner agreement and the Remedial Action Work Plan (RAWP) before they are approved for use on this project.

11) The following steps should be included as part of the CIOP:

- All materials should be available in both English and Spanish, and a Spanish speaking representative should be available for discussions with those residents who require interpretation.
- Consideration for occasional office hours for the Community Outreach Office during untraditional business hours (nights and weekends) to facilitate availability for working families.
- Freeport and/or their project managers should develop a project website so that residents and interested parties have access to electronic information about the project.
- The CIOP should detail how occupants of properties will be contacted and educated during different stages of the project (in addition to owners of properties).
- The Town of Clarkdale and Freeport will agree on a mutually acceptable schedule of periodic project briefings for the duration of the project.
- Freeport should provide mapping updates for testing and remediation phases (in an electronic format that is acceptable to the Town) for the Town's inclusion in the permanent property files, on a mutually acceptable schedule.
- The Initial Study Area is comprised of 4 distinct neighborhoods (Upper Clarkdale, Lower Clarkdale, Patio Park and the Yavapai-Apache Nation). A neighborhood

Open House should be held for each of those 4 neighborhoods, and such neighborhood meetings should be held as warranted if and when the Study Area expands beyond the Initial Study Area.

### **Section 3: Sampling Approach**

- 12) Sampling Approach, Page 9, second paragraph, last sentence: This sentence should be modified to include areas that are prone to producing dust, not just direct contact.
- 13) Sampling Approach, Page 9, second paragraph, second bullet: This bullet should be modified to say “unless these slopes represent a dust source”.
- 14) Sampling Approach, Page 9: “Functional part” is not clearly defined in reference to Use Areas, making interpretation of what is considered “eligible property” unclear.
- 15) Sampling Approach, Page 9: The Town of Clarkdale has prepared a map of all Town owned properties that we would like to have included as eligible properties, and can provide that map as an exhibit for the SAP if necessary.
- 16) Sampling Approach, Page 9: The description for “accessible areas” should be expanded as follows: those areas within a UA that represent a potential for direct contact with surface soil that is either bare or covered by grass, *landscaping, vegetation* or gravel.
- 17) Sampling Approach, Page 9: Who will make the determination if a particular UA has particular “unacceptable safety concerns if remediated”? We would like to see an appeal process for the property owner when such a decision is made.
- 18) Section 3.1, Page 9: The SAP states that sampling will likely not extend below 24 inches due to the low probability of potential human health-related exposure at lower depth intervals. Is there an objective measurement that determines the need to go deeper that can be included in the SAP? Also, if at any location the 24 inches depth interval indicates that any TC exceeds its CL, will you continue to investigate deeper until the concentrations of TC are less than their CL?
- 19) This SAP is based on EPA, 2003, and generally says that use of the foregoing guidance ensures that the sampling approach meets regulatory guidelines, is technically defensible, and will achieve the sampling objectives. EPA, 2003, says “The overall goals of the sampling effort are to estimate an average soil lead concentration for risk assessment purposes and to provide information to determine the scope of any required clean-up actions.” Further, EPA, 2003, goes on to recommend that a representative number of sample pairs be collected from 0 to 1 inch, and 1 to 6 inches and statistically compare those results to determine the most representative and appropriate first sample interval to collect and analyze. Why is this not included in this SAP? Additionally, EPA, 2003, says that “Composite samples should be collected at 6 inch depth intervals, i.e., 0-6 inches, 6-12 inches, 12-18 inches, and 18-24 inches.” In Table 3-1, the first sample interval specified for collection is “0 to 3”, then “6 to 12”. Why is the interval “3 to 6” being skipped before generating site-specific data? The “3 to 6” inches interval could contain a predominance of TCs. Does Freeport have a technical justification why this potentially important interval is skipped? We believe it should be included.
- 20) Table 3-1: Without site-specific data indicating if TC concentrations generally increase or decrease with depth, the decision to only submit samples from the C and D depth intervals

only if the sample from the “6- to 12-inch interval exceed a CL.” may be technically flawed. It is recommended that the sample depth intervals include soil from 3 to 6 inches, and that the C interval be analyzed if either intervals A or B samples exceed a CL. This recommendation better accounts for unknown site-specific transport, adsorption and absorption properties, soil types, and historically if and what fill soil may have been placed at depth(s).

- 21) Section 3.2 and Section 5 of GHD’s Field Training Manual (Appendix A): It is unclear how samples will be collected from each depth interval. Considering that Section 5 says that surficial soil is defined to be 0 to 6 inches deep, and that deeper soil may require a borehole, how will each sample be collected from “surficial soil” and deeper intervals? Further, it is unclear if each sample will be collected equally from the entire depth interval, from the top of an interval, from the bottom of an interval, or at the whim of each field technician. Please clarify this most important procedure in the SAP and Appendix A.
- 22) Section 3.2 and Section 5 of GHD’s Field Training Manual (Appendix A): EPA, 2003, recommends that samples collected from all depth intervals be sieved using a No. 60 sieve. The reason is that smaller particles are preferentially brought into the home, and that fraction is most likely ingested by children. Later in the SAP it does indicate that samples will be sieved; however, do you plan to sieve each composite sample? If not, do you plan to complete a sieving study where a correlation between sieved and unsieved sample analyses are evaluated to determine if the correlation can be used to predict sieved results from unsieved samples?
- 23) Section 3.2: This section says “Each composite sample will consist of one aliquot for each 400 square feet (sq ft) of UA, with a minimum of five aliquots per composite sample.” What is the maximum number of samples that will be collected from a UA? Later in this document it indicates that spacing will be “even”; please clarify how will each sample location be spaced (evenly spaced along a grid, generally along the midpoint of each UA, generally along the perimeter of each UA, nearest to each residence)?
- 24) Section 3.2 and Section 5 of GHD’s Field Training Manual (Appendix A): Please define what a “separate, clean container” means. For example, if a separate clean container is a 4 ounce jar, then it might be difficult to adequately homogenize each composite sample or contain at least five representative aliquots from each UA. What is currently planned to be used to composite each sample aliquot?
- 25) Section 3.3: How does the QAPP deal with each confirmation sample as they pertain to data validation, and how does this treatment differ from a “duplicate sample”?
- 26) Section 3.4: If the composite sample for the UA that contains the discrete sample location also exceeds the CLs, vertical delineation at the discrete sample location may not be required, why and how will this area be remediated? Further, please clarify throughout that the intent is to further delineate if **any** CL is exceeded, not “the CLs” (meaning all three CLs).
- 27) Section 3.4: “The discrete sample location with a CL exceedance is considered horizontally delineated when it is surrounded by discrete sample locations without a CL exceedance and/or structural boundaries defined above.” How many “**discrete sample locations**” ‘step outs’ with concentrations less than a CL will be considered before determining that horizontal delineation is complete?

- 28) Project Verification and Split Sampling Section should be added on Page 10 as follows:  
“Permission will be granted to the Town of Clarkdale, ADEQ and their authorized agents and contractors to enter upon properties being tested at reasonable times to verify that the work is being performed in accordance with the work plan, is approved pursuant to A.R.S. 49-177, or has been performed in accordance with the report submitted pursuant to A.R.S. 49-181. Town of Clarkdale and ADEQ’s review may include field inspection and reasonable sampling. Freeport must include language to this effect on any Property Owner Consent agreements, in order to secure such right of entry.”
- 29) Section 3.5, Page 11: Final individual sampling plans should be subject to modification and input from the property owner in order to develop UAs that, if requiring remediation, will result in the most aesthetic remediation pattern possible for the property.
- 30) Section 3.5.1, Page 11: This entire section provides details on how sample locations will be developed in order to avoid testing areas that may have been impacted from lead from other sources (lead-based paints, lead-contaminated vehicle fluids, prior emissions from leaded gasoline). The protocols as designed result in a lack of testing for other important TCs (arsenic and copper) in the use areas. In addition, the blanket provision to stay at least 5 feet from any building presumes that the building was impacted by lead based paint, when, in fact, many structures may have been built well after the date that lead based paint would have been used.

Also, it is unclear in the SAP if a CL from any TC is exceeded, and that UA is selected for remediation, will soil from within 5 feet of each residence also be remediated? If soil from within 5 feet of each residence is not intended for remediation, Clarkdale disagrees with this approach and recommends, at a minimum, that a pre-study be completed by collecting several discrete samples from several different properties within 5 feet of each residence, and analyze each sample for the TCs. The residences should be selected based on their age and divided into pre- and post-lead-based paint eras. If CLs for any TC are exceeded, the data from the residences grouped into pre- and post-lead-based paint eras should be statistically compared to determine differences, primarily that of lead. If the concentrations of arsenic or copper tend to exceed its CL, then the investigation approach should be changed and at least one of the composite sample aliquots should be collected from within 5 feet of each residence and included in each composite sample for that UA. An alternative approach could be collecting 4 sample aliquots from each side of each residence within 5 feet of that residence, composite and analyze that sample. If the analytical results for copper or arsenic exceed either CL, then soil from within 5 feet of that residence should be remediated. If a situation occurs where a residence is within 5 feet of say a road or parking lot, will samples be collected, and analyzed for CLs, and the results of copper and arsenic at least be considered?

- 31) In order to better understand the possible fate and transport of site-specific metals in Clarkdale soil, a Remedial Investigation (RI)<sup>1</sup> relating to the Omaha Lead Site in Omaha, Nebraska was reviewed. This RI, as well as previous investigations conducted at this Omaha site, has investigated potential migration of lead contamination from surface to subsurface

soils. Investigations of soil chemistry and lead concentrations in subsurface soils at this site have indicated that the lead contamination at the site is concentrated in the top 2 to 12 inches of soil. Also, the number of samples in which lead was detected decreased at each downward depth interval. Alternatively, both lead and arsenic were determined present in numerous soil samples collected from 0 to 2 inches deep, and 0 to 8 inches deep. Numerous analytical results indicated that metals concentrations in the 0 to 8 inches interval were equal to or greater than the metals concentrations in the 0 to 2 inches interval. This can be interpreted to indicate that the predominance of metals may reside in a deeper interval, say, 3 to 6 inches, and that that interval apparently is not being investigated in Clarkdale (See Comments 19 and 20). If the Omaha site data are used as a predictor of fate and transport associated with Clarkdale soil, and if the 3 to 6 inches interval is not sampled, then it is possible that soil cleanup might be biased to only removing soil down to 3 inches, where in fact soil down to at least 6 inches should be removed.

In addition, the “drip zone” established for this RI extended only 3 feet from each residential foundation rather than 5 feet as described in the Clarkdale SAP (see comment 30) meaning that more soil would likely be cleaned up if the Omaha sampling plan approach were considered. To further highlight the Omaha RI’s attention to the drip zone, discrete samples were also collected from the drip zone to better understand if lead-based paint in soil might bias analytical results, and to determine if other toxic, metals not related to lead-based paint were present in near-surface soil. Again, either a “drip-zone” study, or discrete samples should be collected from the drip zone to determine if arsenic or copper CLs are exceeded. If exceeded, soil cleanup should occur.

<sup>1</sup> [http://www.epa.gov/region7/cleanup/superfund/sites/omaha\\_ne\\_lead\\_RI.pdf](http://www.epa.gov/region7/cleanup/superfund/sites/omaha_ne_lead_RI.pdf)

- 32) Section 3.5.1, Page 11: Who will make the determination that a vehicle is “in a state of disrepair”, or that a property contains a “junked item”? We would like to see an appeal process for the property owner when such a decision is made.
- 33) Section 3.5.2, Page 12: “Parks” should be explicitly added to the last bullet point, as follows: “Public recreational facilities, including ball fields, parks, playgrounds, etc.”
- 34) Who determines which additional property (which is located adjacent to a property that has been selected for sampling) may be considered for sampling? We would like to see an appeal process for the property owner when such a decision is made.
- 35) Clarify that the 1-acre residential property threshold is determined based on the total acreage of use areas to be sampled (for instance, if a property were larger than one acre, but the total size of the UAs to be sampled was less than one acre, the 3,600 square foot aliquot size would apply).
- 36) Section 3.5.2: Why are the front yard and side yard width distinctions different? It is likely that many side yards will be less than 15 feet wide. What if a side yard is less than 15 feet and the neighboring yard is less than 15 feet wide, but together equal a distance greater than 15 feet, say 20 feet? This distinction seems to set up situations where several portions of a parcel are lumped into a not to exceed 3,600 sq ft UA.

- 37) Section 3.5.2: Regarding a not to exceed 3,600 sq ft UA... EPA,2003, the document used to ensure that this SAP is technically defensible, gives examples of “recommended minimum soil sampling in yards less than or equal to 5,000 square feet...” In two examples, figures 4-1a and 4-1b, those yards were divided into two or three ‘UAs’ which presumably would equal approximately 1,700 to 2,500 sq ft each. Collecting a minimum of five composite sample aliquots from a smaller UA is going to be much more representative of that area than collecting a minimum of five composite samples within a 3,600 sq ft UA. Going back to comment 36, if a UA is 3,600 sq ft, and consists of (say) a front yard and two side yards, what would be the minimum and maximum number of composite sample aliquots that would be collected?
- 38) Section 3.5.3: Going back to comments 36 and 37, if a UA is 5,000 sq ft, and composite aliquots are collected based on an evenly spaced grid pattern where each grid node represents 400 sq ft, what would be the maximum number of composite sample aliquots that would be collected? In other words, collecting only five composite sample aliquots from a UA equal to 5,000 sq ft will not be representative of that relatively large area and more composite sample aliquots should be collected.
- 39) Section 3.5.4: It is recommended that more than five composite sample aliquots be collected, say every 400 sq ft, for UAs equaling 3,600 or 5,000 sq ft each.
- 40) Section 3.5.4, Page 16: Explicitly list that Town of Clarkdale alleys will be sampled on a Block Basis. Define “functional part”.
- 41) Section 3.5.5: Please describe the statistical approach and methods used to determine that 3,600 and 5,000 sq ft UAs are statistically valid sizes given that EPA, 2003, divides a property equally to or less than 5,000 sq ft into two to three ‘UAs’.
- 42) Section 3.5.5: Please clarify how many grids would be sampled, composite sample aliquots would be collected from each grid, and how many composite samples would be submitted for analysis for the example represented by Figure 3-6. How many and what types of quality control and confirmation samples would also be collected by the example represented by Figure 3-6.
- 43) Section 3.5.5, Page 17: Allow property owners to be involved in the discussion of results with ADEQ and Freeport that is outlined in the last paragraph of this section.

#### **Section 4: Analytical Methods and Field Quality Control Sampling**

- 44) It is appropriate to describe, at a minimum, analytical methods and field quality control sample types and sample frequencies in a SAP for the following reasons: 1) completeness, 2) convenience, 3) less confusion for the sampling teams, 4) efficiency (a person doesn’t have to search through hundreds of pages in a QAPP). At a minimum, please include section references to the QAPP that make this Section 4 more complete and useful.

#### **Section 5: Field Sampling**

- 45) Section 5.2, Number 4: It is still unclear if a hand trowel will be used to collect the 0-3 inches aliquot, and an auger or core will be used to collect deeper samples. Please clarify.
- 46) Section 5.2, Number 7: This section confirms that soil will be sieved using a No. 60 sieve. Will all composite and discrete samples be sieved?

- 47) It is still unclear which portion(s) of each interval will be collected as the composite sample aliquot. For example, will all of the soil representing 0 to 3 inches be included in the sample, or will the sample be biased toward either 0 or 3 inch portion of that interval?
- 48) Section 5.4: Where will each 55 gallon drum be located during working and non-working hours?
- 49) Section 5.7, Page 21: Should a time and date stamp be included for each site photo?

#### **Section 7: Data Management**

- 50) Section 7.1, Page 22: This section should explicitly list the involvement of the property owner in the sample planning for a given property.
- 51) Section 7.2: Will sample bottle labels be preprinted each day in order to minimize human error transcribing and translating the sample identifications onto each sample?
- 52) Section 7.2.1, Table 7-1: Is “Left Yard” and “Right Yard” relative to facing each house?
- 53) Section 7.2.5: This is a complicated and tricky sample identification system and will be prone to errors. Has this system been successfully used in the past? Will this sampling team have experience using this system? Other than comparison to each Sample Field Log, what other procedures will be used to ensure that each sample ID is correct?
- 54) Section 7.3: The SAP does not specify the field QA/QC sample types or frequencies. See comment 45, above.
- 55) Section 7.5.2. and Section 7.6: It may be described in the QAPP, regardless, will data be validated following the NCP National Functional Guidelines? Will validation be completed ‘the old fashioned way’ by a person; or, will data be validated electronically using custom software?
- 56) Section 7.5.2, Page 28: Who will the analytical laboratory make the data available to?

#### **Section 8: Reporting**

- 57) Add the Town of Clarkdale in the reporting sections in paragraph 2 and 3.

#### **Appendix A**

- 58) CRA no longer exists. Please change all reference in all SOPs to GHD.
- 59) Comment 22, above, points out that the SAP or the SOP does not specifically describe what tools will be used to collect soil samples from each interval. The SOP does consider soil from 0 to 6 inches deep to be “surficial soil” indicating that a trowel would be the likely tool to collect surficial soil samples. The specific tools should be described in the SAP given the SOP is general and somewhat subjective.
- 60) Appendix A, Section 3, Front Page: Will each field team member be required to adhere to the quality system training requirements described on that page?

## **Quality Assurance Project Plan (QAPP) Comments:**

- 1) This document contains introductory sections that are at least similar to those sections in the SAP. For any revision made to the SAP, make those same revisions in the QAPP.
- 2) Add the Town of Clarkdale as an entity to be communicated with by the point of contact in sections 2.1.2, 2.1.3.1, 2.1.3.3 and 2.1.3.5.
- 3) Add a new Section 2.1.4 for “Local Government” or “Town of Clarkdale”.
- 4) Add the Local Government Jurisdiction (Town of Clarkdale) to the Project Organizational Chart in Figure 2-1.
- 5) Section 2.3, second bullet point should reference the “Initial Study Area as well as any Expanded Study Area.
- 6) Section 3.3 add the Town of Clarkdale as a recipient of sampling and analytical data.
- 7) Section 4.7: Why is extraction method 3051 being used and not method 3050 considering method 3051 may not reflect the total content in a sample, meaning the sample concentration may be under reported?
- 8) Table 4-2: Will the laboratory be instructed to only ‘batch’ samples related to this “Soil Program” and complete laboratory QC on samples related to this program? Further, will only samples from this Soil Program be grouped into batches containing 20 samples, and not include samples from other clients and locations? In other words, are you going to request that the laboratory complete project-specific QC?
- 9) Section 4.8.2: What will be the frequency of collecting and analyzing the field quality control samples? The QAPP and SAP may or may not include frequencies for all sample types. A summary table in each document would be very convenient and helpful and minimize confusion and errors.
- 10) It is unclear if “Field Splits” will be completed because the text also seems to refer to these samples as “duplicates”. If so, which laboratory will be used to complete those analyses?
- 11) The QAPP says that “approximately 10 percent of the data packages containing compliance and closure samples will be validated at EPA Level IV by a third-party reviewer.” Further, “the third-party reviewer can be part of the DLVM’s organization provided that individual is not involved in routine Soil Program activities.” It is unclear which data deliverable package will be required; if not a Level IV package, please clarify. Are the investigation samples described in the SAP considered “compliance” or “closure” samples? Please clarify in the QAPP and SAP the data package “Level” and frequency associated with each sample type so that each document is consistent. For example, the SAP seems to indicate that all data deliverable packages for all samples will be Level IV meaning that many third-party validations will be completed. Please clearly describe in both the SAP and QAPP who will be completing third-party data validation. A table would be a wonderful thing to minimize mistakes and confusion. Section 5.1 add a bullet point for “Required Local Government Permits”
- 12) Section 5.5 add information about deliverables to Town of Clarkdale.



# Staff Report

**Agenda Item:**           **GENERAL FUND BUDGET ADJUSTMENTS** – Discussion and consideration of adjusting various General Fund Department 2014-2015 adopted operating budgets to reflect year end expenditures.

**Staff Contact:**           Kathy Bainbridge, Clerk/Finance Director

**Meeting Date:**           August 11, 2015

**Background:**           The proposed budget balancing adjustments between General Fund departments will move budgeted funds from one department with remaining funds to offset those departments that were in need of additional budgeted funds at year end along with adjusting budgeted transfers.

General Fund Account Number	Description	Current Budget	Reallocation	New Budget
<b>Contingency</b>				
01-5-2000-9851	Transfer to CIP	\$ 0.00	+\$16,450.00	\$ 16,450.00
01-5-2000-9801	Transfer to CIP	\$ 51,500.00	-\$ 16,450.00	\$ 35,050.00
01-5-2000-9800	Transfer to Streets	\$ 87,650.00	-\$21,650.00	\$ 66,000.00
01-5-2000-8901	PS Equip & Deprec	\$ 27,825.00	-\$ 3,075.00	\$ 24,750.00
<b>Administration</b>				
01-5-2100-7022	Dues & Association	\$ 2,800.00	-\$ 700.00	\$ 2,100.00
01-5-2100-7021	Publication & Adv	\$ 1,600.00	-\$ 500.00	\$ 1,100.00
<b>Human Resources</b>				
01-5-2102-7030	New Hire Expense	\$ 3,923.00	-\$ 700.00	\$ 3,223.00
01-5-2102-6030	Travel & Training	\$ 250.00	-\$ 200.00	\$ 50.00
01-5-2102-7021	Publication & Add	\$ 3,000.00	-\$ 600.00	\$ 2,400.00
01-5-2102-7023	Health Management	\$ 500.00	-\$ 500.00	\$ 0
<b>Town Wide</b>				
01-5-2300-9004	Legal Municipal	\$ 40,000.00	-\$13,000.00	\$ 27,000.00
<b>Library</b>				
01-5-2400-9002	IT Contract	\$ 8,500.00	-\$ 3,100.00	\$ 5,400.00
<b>Parks &amp; Recreation</b>				
01-5-2600-7300	P&R Programming	\$ 3,450.00	-\$ 3,000.00	\$ 450.00
<b>Verde River @ Clarkdale</b>				
01-5-2905-6000	Salaries	\$ 40,000.00	+\$ 1,600.00	\$ 41,600.00
<b>Public Works</b>				
01-5-3101-7503	Building Maintenance	\$ 7,000.00	+\$ 5,500.00	\$ 12,500.00
<b>Police Department</b>				

01-5-2900-6000	Salaries	\$419,905.60	+\$ 6,300.00	\$426,205.60
01-5-2900-6022	Health Insurance	\$ 90,394.14	+\$ 7,900.00	\$ 98,294.14
01-5-2900-6025	Life Insurance	\$ 5,000.00	+\$ 1,000.00	\$ 6,000.00
Total		\$793,297.74	-\$24,725.00	\$768,572.74

**Recommendation:** Approval of 2014-2015 General Fund Budget Adjustments as presented.

<b>2014-2015 General Fund Year End</b>				
<b>DEPARTMENT</b>	<b>ACTUAL YTD</b>	<b>BUDGET</b>	<b>ADJUSTED BUDGET</b>	<b>CHANGE</b>
Contingency	\$ 280,953.43	\$ 861,733.36	\$ 837,008.36	\$ (24,725.00)
Administration	\$ 276,848.46	\$ 276,941.62	\$ 277,541.62	\$ 600.00
Town Clerk	\$ 111,486.84	\$ 107,666.67	\$ 113,966.67	\$ 6,300.00
Human Resources	\$ 55,035.13	\$ 60,102.92	\$ 56,602.92	\$ (3,500.00)
Town Wide	\$ 252,503.00	\$ 302,276.00	\$ 253,216.00	\$ (49,060.00)
Community Development	\$ 360,176.85	\$ 365,905.10	\$ 361,905.10	\$ (4,000.00)
Library	\$ 68,894.91	\$ 73,321.63	\$ 70,221.63	\$ (3,100.00)
Community Services	\$ 117,875.39	\$ 119,624.66	\$ -	
Parks & Recreation	\$ 3,530.54	\$ 51,300.00	\$ 3,800.00	\$ (47,500.00)
Court	\$ 80,643.54	\$ 82,758.79	\$ -	
Police	\$ 890,361.76	\$ 837,452.00	\$ 890,512.90	\$ 53,060.90
VR Raps	\$ 41,545.00	\$ -	\$ 41,600.00	\$ 41,600.00
Public Works	\$ 443,241.00	\$ 437,214.74	\$ 443,314.74	\$ 6,100.00



# Staff Report

**Agenda Item:**            **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 2015-2016 ALONG WITH ADOPTING THE TAX LEVY FOR SAID PROPERTY** – Discussion and consideration of Ordinance # 367, adopting the tax levy and setting the valuations of property in the Town of Clarkdale for fiscal year 2015-2016.

**Staff Contact:**            Kathy Bainbridge, Finance Director

**Meeting Date:**            August 11, 2015

**Background:** On July 28, 2015 the Council adopted the Property Tax Levy Resolution and the Fiscal Year 2015-2016 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 2015-2016 is 1.7165 to raise \$490,000.00 for primary tax purposes. A valuation as quoted by the Yavapai County Assessor's Office for primary taxes is \$28,546,654. The following is a history of tax rates and the revenues raised with each tax rate:

<b><u>FISCAL YEAR</u></b>	<b><u>TAX RATE</u></b>	<b><u>TAXES</u></b>
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
2012-2013	1.3333	\$412,391
2013-2014	1.6000	\$438,220
2014-2015	1.5739	\$442,083
2015-2016	1.7165	\$490,000

**Recommendation:** To approve Ordinance #367, 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 2015-2016 along with adopting the tax levy for said property.

**ORDINANCE # 367**

**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 2015-2016 ALONG WITH ADOPTING THE TAX LEVY FOR SAID PROPERTY.**

BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AS FOLLOWS:

SECTION 1: There is hereby levied on each One Hundred Dollars (\$100.00) of assessed value of all property, both real and personal, within the corporate limits of the Town of Clarkdale, except such property as may be by law exempt from taxation, an estimate of **\$1.7165** in order to raise **\$490,000** for primary purposes. Valuation as quoted by Yavapai County Assessor's Office for primary taxes is **\$28,546,654**.

SECTION 2: All ordinances and parts of ordinances in conflict with the provisions of this Ordinance or any part of this document adopted herein by reference are hereby repealed.

SECTION 3: This ordinance shall be in full force and effect from and after its passage by the Council and approval by the Mayor.

PASSED AND ADOPTED by the Mayor and Council of the Town of Clarkdale, Arizona, this 11th day of August, 2015.

---

Doug Von Gausig, Mayor

ATTEST:

---

Kathy Bainbridge, Town Clerk

**APPROVED AS TO FORM:**

Boyle, Pecharich, Cline, Whittington & Stallings, P.L.L.C.  
Town Attorneys

---

Robert S. Pecharich, Town Attorney