

**Minutes of a Regular Session of the Common Council of the Town of Clarkdale
Held on Tuesday, September 8, 2015**

A Regular Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, September 8, 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
Vice Mayor Richard Dehnert
Councilmember Scott Buckley

Councilmember Bill Regner
Councilmember Curtiss Bohall

Town Staff:

Town Manager Gayle Mabery
Town Clerk/Finance Director Kathy Bainbridge
Human Resources/Community Services Director Janet Perry
Community Development/Economic Director Jodie Filardo
Utilities/Public Works Director Wayne Debrosky
Police Chief Randy Taylor
Deputy Clerk Mary Ellen Dunn

PUBLIC COMMENT – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to five minutes.

There was no public comment.

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 –

- 08-17-15: Phone conference with Mindy Riesenber from The AZ We Want
- 08-18-15: Attended Arizona League Annual Conference
- 08-19-15: Attended Arizona League Annual Conference
- 08-20-15: Attended Arizona League Annual Conference; water session moderator
- 08-27-15: Attended Geotourism Workshop;
 - Attended Intergovernmental Meeting in Camp Verde
- 08-28-15: Phone conference with Susan Culp and Chris Seek (Solimar International)

- 09-01-15: Attended Arizona Forward Water committee meeting
- 09-05-15: Led Kayak Trip with Yavapai College Botany students
- 09-08-15: Attended Rural Advisory Council Meeting

Vice-Mayor's Report –

- 08-19 to 08-21-2015: Attended Annual League Conference
- 08-26-15: Participated in ribbon cutting ceremony at Clarkdale Market
- 08-27-15: Attended Intergovernmental meeting in Camp Verde
 - Attended NACOG Regional Council meeting
- 09-01-15: Attended Yavapai County Board of Health meeting

Councilmember Bohall's Report –

- 08-27-15: TPAC meeting in Flagstaff
 - Attended Intergovernmental meeting in Camp Verde
- 08-29-15: Attended the Concert in the Park
- 09-03-15: Conducted Board and Commission interviews

Councilmember Regner's Report –

- 08-17-15: Attended Yavapai County Board of Supervisors meeting
- 08-19 to 08-21-15: Attended Annual League Conference
 - Attended Yavapai College Verde Valley Advisory Board Committee meeting
- 09-01-15: Attended Yavapai College District Governing Board meeting
- 09-02-15: Attended Yavapai College Verde Valley Advisory Board Committee meeting
- 09-03-15: Conducted Board and Commission interviews

Councilmember Buckley's Report –

- 08-18 to 08-21-15: Attended Annual League Conference
 - Represented Clarkdale in Flag ceremony
- 08-24-15: Met with Officer Florisi regarding cleaning up dump/shooting range
- 09-03-15: Attended Mingus Marauders football practice and recognized team's spirit
- 09-05-15: Was a safety boater on kayak trip with Yavapai College Botany class

Town Manager's Report –

Busy Labor Day weekend: Public Works and Utilities crews called out on overtime to close Old Jerome Highway at Deception Wash due to rain water and debris; water leaks and lift station problems. Rainfall totals varied at several different sites from .7" at Haskell Springs to 2.45" from a resident's report. The diversion dam washed out as well as the portage and the town crew will be working on that.

Reminders of upcoming events:

October 3 - Clarktoberfest and Poker Run

October 10 – Northern Arizona Blues Competition in the park

October 31 – Halloween events

Organizational Reports – Reports regarding regional organizations.

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

CAT/VVTPO – no report

TPAC – Attended meeting on August 27th in Flagstaff. Report on the status of state and federal highway legislation and there was little good news. There is a budget surplus in the state but cities and towns may not benefit. There was discussion about whether to support the Route 189 improvement project from the Mariposa port of entry from Nogales to I-19 as there is a backup of truck traffic in Nogales. The group's priority is to support a resolution that ADOT identify improvements for I-17 corridor from Black Canyon City to I-40. There were also changes and updates to NACOG policy and procedure manual.

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

On August 27th there was a Regional Council meeting in Flagstaff.

- Report on Headstart Program
- Economic Development update and approval of goals and priorities.
- TPAC approved FY 16 – 23 draft regional transportation improvement program.
- Report on Area Agency on Aging and approval on bylaws and presentation on Senior Community Services Employment program.
- CDBG approved method of distribution for 2016-2018.

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

- No report

VRBP – Verde River Basin Partnership. Mayor Von Gausig –

- No report

VVLP – Verde Valley Land Preservation. Councilmember Regner –

- No report

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

8-19-15: Dean of Computer Technologies and Instructional Support reported on types of online courses and noted that 30% of Yavapai College classes are online.

9-02-15: Interim Vice President and Dean of Health, Physical Education, and Recreation discussed classes and instruction available through his department. Stated that declining enrollment has been a challenge.

09-02-15: Yavapai College District Governing Board held one of its two annual meetings in the Verde Valley. Comments supportive of the Advisory Board's continuation came from area representatives.

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 August 11, 2015 and Special Meeting August 25, 2015.
- B. Claims** - List of specific expenditures made by the Town during the previous month. August, 2015 check log and PPE dated August 8, 2015 and August 22, 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 Notice of Cancellation of meeting August 26, 2015
Design Review Board Notice of Cancellation of meeting August 5, 2015
Planning Commission minutes of the meeting held August 18, 2015
Parks and Recreation Committee minutes of the meeting held July 8, 2015; Notice of Cancellation of meeting August 12, 2015
- D. Patriotism Week Proclamation** – Approval of the Patriotism Week Proclamation designated by the Benevolent and Protective Order of Elks for September 7 – 13, 2015.
- F. Wine Festival License** - Approval of a recommendation to the State Department of Liquor License and Control to approve a Wine Festival License for Maynard Keenan, Four Eight Wine Works for the Clarktoberfest event to be held on Saturday, October 3, 2015 from Noon – 10:00 p.m. on Main Street, Clarkdale, AZ.

Vice Mayor Dehnert pulled item E.

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

E. Suicide Prevention Week Proclamation – Approval of the Suicide Prevention Week Proclamation designated by the Mental Health Coalition of the Verde Valley for September 7 – 13, 2015.

The Mental Health Coalition of the Verde Valley has designated the week of September 7 – 13, 2015 as “Suicide Prevention Week” and requested that the Town of Clarkdale issue a Proclamation to that effect.

Vice Mayor Dehnert introduced representatives of the Mental Health Coalition of the Verde Valley and Mayor Von Gausig read the proclamation.

Audrey Dorfman from the Mental Health Coalition of the Verde Valley thanked the council, spoke of the coalition’s mission and accepted the proclamation.

Vice Mayor Dehnert moved for the approval of the Suicide Prevention Week Proclamation designated by the Mental Health Coalition of the Verde Valley for September 7 – 13, 2015. Councilmember Buckley seconded the motion. The motion passed unanimously.

NEW BUSINESS

PRESENTATION BY DR. TIGHE, MINGUS UNION HIGH SCHOOL SUPERINTENDENT – Presentation by Superintendent Dr. Tighe from Mingus Union High School.

Dr. Tighe, Mingus Union High School Superintendent was in attendance and made a presentation to Council regarding the district bond election. The bond would be used to purchase school buses and capital items. Early voting by mail will be available in mid-October and the polls will be open on November 3, 2015 to cast a ballot in person.

This is a presentation only and no council action required.

PROPOSAL FOR PROFESSIONAL SERVICES TO DESIGN THE CLARKDALE MEMORIAL CLUBHOUSE ADA IMPROVEMENTS – Discussion and consideration of a proposal from Architecture Works Green, INC. for the design of the Clarkdale Memorial Clubhouse ADA Improvements.

Project Description: The Town of Clarkdale plans to make ADA improvements to the Memorial Clubhouse located at 19 N Ninth Street, Clarkdale, AZ 86324. This facility is owned and maintained by the Town of Clarkdale. Improvements include: 1) ADA modifications to the existing men’s and women’s restrooms, including sinks, toilets, urinals, partitions, grab bars, dispensers, mirrors, flooring and wall tile, and relocating or replacing existing doors and door frames; 2) Construction of one women’s restroom, including two (2) toilets, two (2) sinks, partitions, dispensers, flooring, plumbing and electrical work; 3) Installation of a double entry door with push button operator; and; 4) Installation of one (1) ADA compliant entry ramp. No land acquisition or easements will be necessary. The project will benefit approximately 763 disabled residents of the Town, all (100%) of whom are considered low to moderate income.

On July 8, 2014 Town Council Approved Resolution #1471 allowing staff to move forward with the submission for FY14 Federal Community Development Block Grant (CDBG) funds and to submit the Letter of Intent with Resolution #1453 to the Arizona Department of Housing for project review and funding. The total amount of funding that was approved for this project was \$266,693.00. After payment of \$5,000.00, to Northern Arizona Council of Governments (NACOG) for project administration, the total balance that is left for design and construction is \$261,693.00.

On July 12th and 17th, 2015 the Town of Clarkdale (Town), by printed legal notices, solicited SEALED Statement of Qualifications (SOQs) for Architectural/Engineering (A/E) Services from qualified firms to design, prepare/develop engineering plans, and prepare construction bid documents for the Memorial Clubhouse ADA Improvements Project (Project). The A/E will be required to prepare and complete project plans, plan documents and specifications. This is a federally funded project through a Community Development Block Grant (CDBG) and will be administered by the Arizona Department of Housing (ADOH). Following the evaluation criteria, outlined in the RFQ Packet dated May 2015, the Selection Committee ranked Architecture Works Green, Inc. the highest rated firm of the two SOQ submissions.

At the August 25, 2015 Town Council Meeting the Council unanimously approved the recommendation of the Town's Selection Committee for Architecture Works Green Inc. to design the Clarkdale Memorial Clubhouse ADA Improvements. Council also directed staff to enter into contract discussions with Architecture Works Green, Inc. to provide those services. The contract or agreement for professional services included in this Agenda Item is being brought before Town Council for review, discussion, and possible action.

The Agreement for Architectural/Engineering Services outlines the following services included in the base amount:

- Design Phase (includes schematic & design development phases)
- Construction Document Phase
- Bidding & Negotiating Phase
- Construction Phase

The design professional is required to provide a project cost estimate and estimate services required during the construction phase in order to price the services included in the base contract amount. The original project estimate and services required during the construction phase may change during the bidding and negotiating phase due to the bid amounts provided by the bidders. Any additional architectural services not covered in the base contract amount will, if needed, be covered under the contingency fund.

Utilities/Public Works Director Wayne Debrosky presented information on this agenda item.

Vice Mayor Dehnert moved to approve the proposal for Professional Engineering Services for the Clarkdale Memorial Clubhouse ADA Improvements Project between Architecture Works Green Inc. and the Town of Clarkdale in the base contract amount of \$35,500.00 with a \$2,500.00 contingency fund. The total contract amount not to exceed \$38,000.00. For Town Council to direct the Public Works/Utilities Director to issue a Notice To Proceed to Architecture Works Green, Inc. for the Clarkdale Memorial Clubhouse ADA Improvements Project. Councilmember Regner seconded the motion. The motion passed unanimously.

REPORT REGARDING THE 2015 LEAGUE OF ARIZONA CITIES AND TOWNS ANNUAL CONFERENCE – Discussion regarding information gathered at the 2015 League of Arizona annual conference.

Mayor Von Gausig, Vice Mayor Dehnert and Councilmembers Regner and Buckley attended the 2015 League of Arizona Cities and Towns Annual Conference. Town Manager Mabery and Community Services/Human Resources Director Janet Perry also attended the conference which was funded by taking advantage of cancellations from two communities which could not get the conference fees refunded. This is an informational discussion with the Council relating to the information they received and the sessions they attended during the conference.

Vice Mayor Dehnert:

- Highlight was spending time with councilmembers and statewide councilmembers
- Good opportunity to meet with members of state legislature
- Presentation of Flags
- Legislature 101
- Marijuana Legalization
- Pundits discuss political climate and legislative session
- League had session on how to better serve 91 member cities

Councilmember Regner:

- Networking opportunities with other Verde Valley communities officials
- Legislative update - key takeaway was that they receive about 2000 emails/day so that is not a good way to make contact – handwritten notes are best
- Code Enforcement and Blight Control - what can you do with abandoned and deteriorating buildings
- TPT reform and what to expect in 2016
- Arizona Open Meeting law refresher
- Reading the Tea Leaves - Political climate
- Speed networking breakfast - main topic was council relationships with staff

Councilmember Buckley:

- Flag bearer
- Networking with other local officials and officials throughout the state was highlight
- Schools - how to deal with budget cuts
- Marijuana legislation – how Arizona will deal with legalization
- Retirement fund for public officers
- Building a downtown area
- Dinner – won a ski package to Eagar

Mayor Von Gausig:

- Chaired Resolutions committee – new streamlined process
- Hosted a water committee meeting
- Social media breakout class – how to handle social media contacts in a municipal context
- Interesting discussion about public safety defined benefit/defined contribution plans.

Town Manager Mabery:

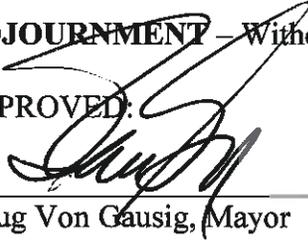
- PSPRS session – focused on reforming the system “stopping the bleeding” – developed a “yardstick” giving cities and towns a tool to use. Doesn’t fix what has happened in the past but task force did good job of how to move forward.

This is a discussion only and no council action is required.

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

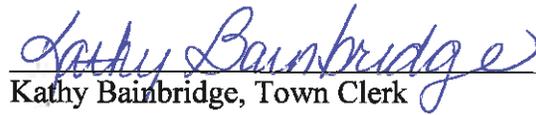
ADJOURNMENT – Without objection, Mayor Von Gausig adjourned the meeting at 7:17 P.M.

APPROVED:



Doug Von Gausig, Mayor

ATTESTED/SUBMITTED: -



Kathy Bainbridge, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 8th day of September, 2015. I further certify that meeting was duly called and held and that a quorum was present.

Dated this 14 day of October, 2015.

SEAL



Kathy Bainbridge, Town Clerk