



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

**Tuesday, September 22, 2015 at 3:00 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 Special Meeting open to the public on **Tuesday, September 22, 2015, at 3:00 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 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 September 17, 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. **CONSENT AGENDA** - The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.
 - A. **Reports** - Approval of written Reports from Town Departments and Other Agencies
Building Permit Report – August, 2015
Capital Improvements Report – August, 2015

Magistrate Court Report – August, 2015
Water and Wastewater Report – August, 2015
Clarkdale Fire District Report and Mutual Aid Responses Report – August, 2015
Police Department Report – July and August, 2015
RICO Report – April 1, 2015 to June 30, 2015
NAIPTA Transit Report – August, 2015

- B. **Resolution Making Appointments To The Board Of Adjustment** – Approval of Resolution # 1501 amending Resolution # 1481, making appointments to the Board of Adjustment.
- C. **Resolution Making Appointments to the Design Review Board**– Approval of Resolution # 1502, amending Resolution # 1480 making appointments to the Design Review Board.
- D. **Resolution Making Appointments To The Planning Commission** – Approval of Resolution # 1503 amending Resolution # 1482 making appointments to the Planning Commission.
- E. **Resolution Making An Appointment To The Public Safety Personnel Retirement Board** – Approval of Resolution # 1504 amending Resolution # 1495, making an appointment to the Public Safety Personnel Retirement Board.
- F. **Governor’s Office of Highway Safety DUI/Impaired Driving Enforcement Grant -** Acceptance of non-match, Governor’s Office of Highway Safety federal grant totaling \$3,500 from 10-01-2015 to 09-30-2016.
- G. **Governor’s Office of Highway Safety STEP Enforcement Grant -** Acceptance of non-match, Governor’s Office of Highway Safety federal grant totaling \$3,500 from 10-01-2015 to 09-30-2016.
- H. **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 “Northern Arizona Blues Alliance”.
- I. **Special Event Liquor License -** Approval of a recommendation to the State Department of Liquor License and Control to approve a Fair/Festival Liquor License for Cottontucky LLC to participate in Clarktoberfest.
- J. **RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AMENDING RESOLUTION #1497, SETTING FEES FOR THE TOWN OF CLARKDALE, BY CREATING NON PROFIT ORGANIZATION FACILITY USE FEES AND COMMUNITY DEVELOPMENT AND PUBLIC WORK INSPECTION FEES -** Approval of Resolution # 1505, a Resolution creating fees in the Town Fee Schedule.

NEW BUSINESS

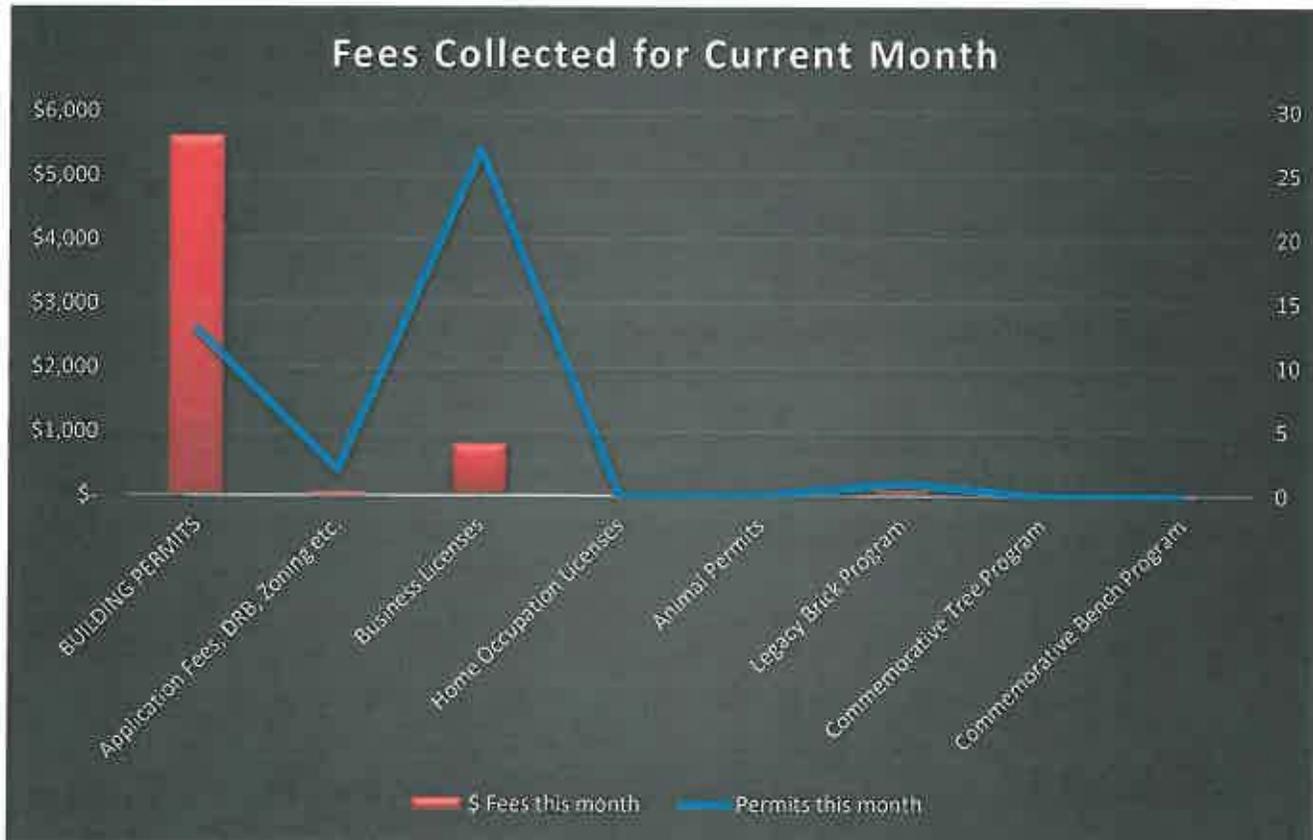
4. **LIQUOR LICENSE APPLICATION** – Discussion and consideration of a recommendation to the Arizona Department of Liquor License, for a Series 10 New Beer and Wine Store application from Sylvia Bourde, Charlotte Convenience, LLC, d/b/a Clarkdale Market located at 915 A Main St., Clarkdale, AZ.
5. **A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, NAMING THE TRAIL SYSTEM LOCATED IN THE BIG SPRINGS NATURAL AREA OF THE VERDE RIVER @ CLARKDALE** – Discussion and consideration of Resolution # 1506 naming the trail system located in the Big Springs Natural Area of the Verde River @ Clarkdale.
6. **WORKSESSION REGARDING FORMATION OF A COMMUNITY SERVICES COMMISSION** – Discussion and direction to staff regarding actions and proposed changes required to create a new Community Services Commission.
7. **FUTURE AGENDA ITEMS** - Listing of items to be placed on a future council agenda
8. **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.

TOWN OF CLARKDALE
 Community Development Monthly Report
 CDD - August 2015.xlsx
FEES COLLECTED

As of 9/2/2015

Type	Current Month Number	\$ Collected		
		Current Month	FY 2015-2016	FY 2014-2015
BUILDING PERMITS	13	\$ 5,619.35	\$ 6,337.75	\$ 54,849.85
Application Fees, DRB, Zoning etc.	2	\$ 60.00	\$ 1,070.00	\$ 2,700.00
Business Licenses	27	\$ 810.00	\$ 5,250.00	\$ 7,215.00
Home Occupation Licenses	0	\$ -		\$ -
Animal Permits	0	\$ -	\$ 10.00	\$ 300.00
Legacy Brick Program	1	\$ 100.00	\$ 100.00	\$ -
Commemorative Tree Program	0	\$ -		\$ -
Commemorative Bench Program	0	\$ -	\$ -	\$ -
TOTAL	43	\$ 6,589.35	\$ 12,767.75	\$ 65,064.85

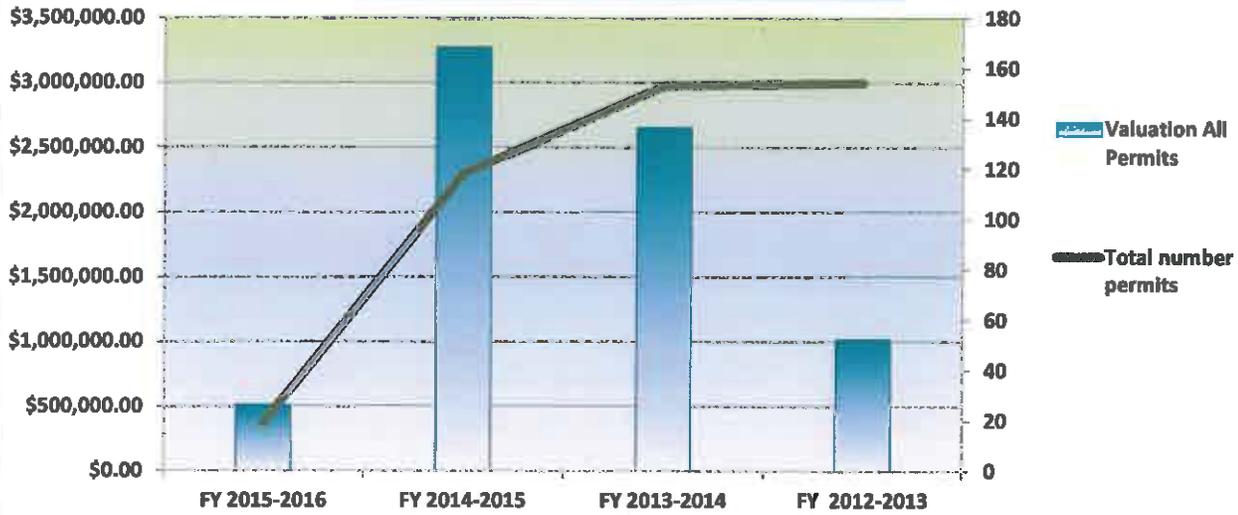


TOWN OF CLARKDALE
 Community Development Monthly Report
 CDD - August 2015.xlsx
 Valuations

As of 9/2/2015

Year	Valuation All Permits	Total Number Permits
FY 2015-2016	\$506,467.00	19
FY 2014-2015	\$3,271,773.67	118
FY 2013-2014	\$2,650,844.70	153
FY 2012-2013	\$1,013,578.00	154

Permit Valuations by Fiscal Year

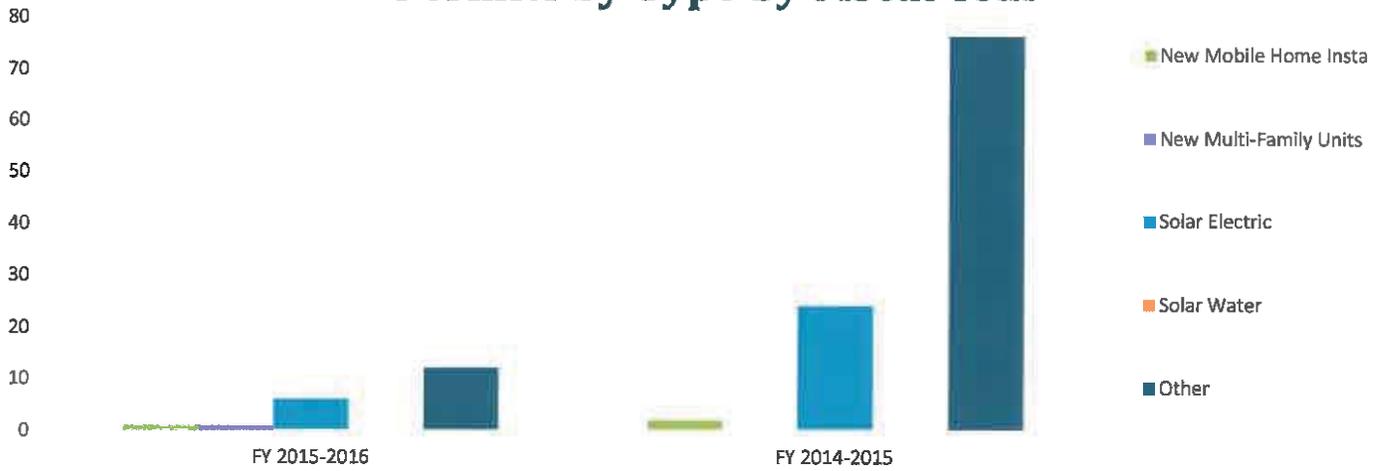


TOWN OF CLARKDALE
 Community Development Monthly Report
 CDD - August 2015.xlsx
 Building Permits

As of 9/2/2015

Year	New Commercial Industrial	New Single Family Homes	New Mobile Home Installations	New Multi-Family Units	Solar Electric	Solar Water	Other
FY 2015-2016	0	1	0	0	6	0	12
FY 2014-2015	0	17	1	0	24	0	76
FY 2013-2014	0	6	2	0	42	0	103

Permits by Type by Fiscal Year



NOTE: "Other" category includes remodels, gas water line, walls, fences, accessory structures, roofing, electrical, plumbing, etc.

TOWN OF CLARKDALE
 Community Development Monthly Report
 CDD - August 2015.xlsx
 Code Enforcement

As of 9/2/2015

Month	Weeds	Vehicles	Trash & Rubbish	Political Signs	Other	TOTAL
Jul-15	2	1	1	0	0	4
Aug-15	1	0	1	0	0	2
Sep-15				0	0	-
Oct-15				0	0	-
Nov-15				0	0	-
Dec-15				0	0	-
Jan-15				0	0	
Feb-15				0	0	
Mar-15				0	0	-
Apr-15				0	0	-
May-15				0	0	-
Jun-15				0	0	-

TOWN OF CLARKDALE
 Community Development Monthly Report
 CDD - August 2015.xlsx
 FY Building Permit Data Entry

As of 9/2/2015

Building Permits by Month	New Commercial Industrial	New Single Family Homes	New Mobile Home Installations	New Multi-Family Units	Solar Electric	Solar Water	Other	Total
JUL	0	0	0	0	3	0	3	6
AUG	0	1	0	0	3	0	9	13
SEP	0	0	0	0	0	0	0	0
OCT	0	0	0	0	0	0	0	0
NOV	0	0	0	0	0	0	0	0
DEC	0	0	0	0	0	0	0	0
JAN	0	0	0	0	0	0	0	0
FEB	0	0	0	0	0	0	0	0
MAR	0	0	0	0	0	0	0	0
APR	0	0	0	0	0	0	0	0
MAY	0	0	0	0	0	0	0	0
JUN	0	0	0	0	0	0	0	0
TOTALS	0	1	0	0	6	0	12	19
Permit Valuations by Month	\$ Valuation							
JUL	\$ 83,450							
AUG	\$ 423,017							
SEP								
OCT								
NOV								
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
TOTALS	\$ 506,467							

Utilities Department Capital Improvements Projects – Update: September 1, 2015

Priority	Issue	Action Steps	Due Date	Assigned To	Comments
1	Wastewater Treatment Plant	New Wastewater Treatment Facility		Utilities	

10-01-14 – The Town’s WIFA application for a Technical Assistance Grant will be evaluated and voted on by the WIFA Board during their meeting in the middle of October. The application is to fund an engineering study to identify disposal options and recharge possibilities for our reclaimed water (A+ effluent).

Utilities staff had adjusted and reduced the intake air flow for the WWTP blowers in May 2014 and there has been an average electrical savings of 23.4% from May 2014 to September 2014. This represents an average savings of \$1800.00 per month or \$21,600.00 per year. We are holding off on the decision to install VFDs on the two blowers in order to evaluate seasonal changes to the energy demand for this process. Actual comparative electrical usage data was only available from May to September 2013 and 2014.

11-01-14 – The Town’s WIFA application for a Technical Assistance Grant was not selected by the WIFA Board for grant funding during their quarterly meeting in the middle of October. The application was to fund an engineering study to identify disposal options and recharge possibilities for our reclaimed water (A+ effluent).

Based on Utilities staff adjustments to the intake air flow for the WWTP blowers there has been an average electrical savings of 23.4% from May 2014 to September 2014. This represents an average savings of \$1800.00 per month or \$21,600.00 per year. We have decided to close out the WIFA loan funding for the WWTP Project and hold off on installing VFDs on the two blowers. If the two VFDs are deemed necessary at a future date they will be purchased and installed out of the Utilities Sewer Equipment Budget.

12-01-14 – We submitted the necessary paperwork to close out the WIFA loan funding for the WWTP Project. The final amount borrowed was \$5,154,461.71, leaving \$345,348.21 of the original loan amount of \$5,500,000.00 unused. The loan can now be finalized and a new amortization schedule with recalculated payments

1-01-15 – The final costs for the WWTP Project came in at \$5,154,461.71.

2-01-15 – Staff is investigating ways to optimize process control and standard operating procedures (SOPs) for the WWTP. The Town of Clarkdale should close on the purchase of the property, at and around the land disposal area, from Clarkdale Metals Corporation sometime in February 2015.

3-01-15 – Staff continues to investigate ways to optimize process control and standard operating procedures (SOPs) for the WWTP. The Town of Clarkdale closed on the purchase of the property at and around the land disposal area from Clarkdale Metals Corporation.

5-01-15 – Staff is currently investigating ways to utilize the reclaimed water from the WWTP. The Town of Clarkdale is also discussing potential uses for the property at and around the land disposal area that was purchased from Clarkdale Metals Corporation.

6-01-15 – Staff is currently investigating the purchase of aeration/mixer systems for the two effluent lagoon to treat and prevent algal blooms associated with warm weather conditions. The purchase price for two blower system, one for each effluent pond, would be approximately \$20,000 and two floating solar systems would cost around \$75,000.

Utilities Department Capital Improvements Projects – Update: September 1, 2015

7-01-15 – The purchase of aeration/mixer systems for the two effluent lagoon has been put on-hold. Staff will investigate various funding options for these aeration systems.

8-01-15 – No new capital improvements are scheduled for the wastewater treatment system. Staff will continue efforts to reduce electrical costs, and investigate processes for aerating/mix the effluent holding ponds.

9-01-15 – No new capital improvements are scheduled for the wastewater treatment system. Staff will continue efforts to reduce electrical costs, and investigate processes for aerating/mix the effluent holding ponds.

Priority	Issue	Action Steps	Due Date	Assigned To	Comments
1	Reclaimed Water	Create Reclaimed Water Master Plan		Utilities	

2015 – No further progress on the reclaimed water master plan.

Priority	Issue	Action Steps	Due Date	Assigned To	Comments
1	Water System Improvements	Arsenic Removal System Lower Clarkdale Water Line Replacement Project Mescal Well		Utilities	

9-01-14 Utilities staff has scheduled to flow or test fire hydrants in the Lower Town area early this fall to meet Fire Department requirements to flow tests the hydrants on a yearly basis, and to determine the effectiveness of looping that area of the distribution system and adjusting the PRVs.

August 28, 2014 I met with Fred Goldman P.E. to review the hydraulic model for the Town's water distribution system. We addressed over 36 questions about the current system components and pipe sizes in the water distribution system so that final adjustments could be made to the model. This water model will allow the Town to determine how water moves in our distribution system, how to connect the Mescal Well to our distribution system, and may help us determine where leaks or other water usage result in high unaccounted water demand. This model will be an effective tool in managing our potable water resources and can be easily updated to reflect future changes in our distribution system.

We also discussed the Bitter Creek effluent disposal option and the application and AZPDES (Arizona Pollutant Discharge Elimination System) permitting process. Based on the information provided by Fred Goldman I am moving ahead with the application and permitting process with AZDEQ to obtain the necessary AZPDES Permit to discharge into Bitter Creek.

10-01-14 Utilities staff have scheduled to flow or test fire hydrants in the Lower Town area the beginning of November 2014 to meet Fire Department requirements to flow tests the hydrants on a yearly basis, and to determine the effectiveness of the capital project to loop that area of the distribution system. During the flow testing Utilities staff will evaluate the operation of and adjust the PRVs controlling that pressure zone. By looping the area of the distribution system and adjusting the settings on the PRVs we feel those changes should address pressure issues we had experienced in Upper Town during high fire flows or usage in Lower Town.

We are continuing discussions with Fred Goldman on the the Bitter Creek effluent disposal options and the AZPDES (Arizona Pollutant Discharge Elimination System) permitting process. Based on current information and a possible land acquisition by the Town we have directed Fred Goldman hold off on the application and permitting process with AZDEQ necessary to obtain an AZPDES Permit to discharge into Bitter Creek.

11-01-14 Utilities staff and the Fire Department have scheduled to flow or test fire hydrants in the Lower Town area the beginning of November 2014. With the recent purchase by the Town of Clarkdale of the effluent disposal site and related properties we have put on hold further consideration of the Bitter Creek effluent disposal options and moving forward with the AZPDES (Arizona Pollutant Discharge Elimination System) permitting process with Fred Goldman.

12-01-14 Utilities staff and the Fire Department flow tested fire hydrants in the Lower Town area during November 2014. The purchase, by the Town of Clarkdale, of the effluent disposal site and related properties is progressing with the survey completed 11/22/ & 11/23/14. There has been no further consideration of the Bitter Creek effluent disposal options and moving forward with the AZPDES (Arizona Pollutant Discharge Elimination System) permitting process with Fred Goldman.

1-01-15 Utilities staff and the Fire Department flow tested fire hydrants in the Lower Town and found that flow into the new (2007) 12" water main installed on Ninth Street and Main Street was limited and insufficient to maintain flow volumes during high usage events such as fires and hydrant flushing in Lower Town. Further investigation showed that the new 12" main had never been connected to the existing 6" main on Ninth Street. This meant that the 12" main was only being fed by an old 4" steel main and could never recover during a high usage event. During high usage events, fires and flushing, businesses and the Town Hall Complex would lose water service. I have contracted with Felix Construction, under a job order contract (JOC), to do make the connection between the mains and replace sub-standard pipes and valves in that area. This work has been scheduled for January 19, 2015. We continue to fine tune the water distribution system hydraulic model with Fred Goldman.

2-01-15 Felix Construction completed the work on Ninth Street under a JOC process during the week of 1/19/15. They removed a failed section of 90+ year old steel piping and a 4" and 6" pipe manifold connection to an old hydrant. The hydrant was removed after discussions with Chief Moore and a new hydrant will be installed at another location down the street during the Upper Town Water Main Replacement Project. New 8" and 12" C-900 PVC pipe was installed and the existing 6" main was connected to the 12" main installed as part of the Broadway Water Main Replacement Project. That 12" main is now feed from a 4" and a 6" connected improving flows, reducing water outages in Upper Town, and improving firefighting capabilities in Lower Town. The contractor will return as soon as blackout is available to pave the area of the excavation. We are scheduled to set up a work station and install the water hydraulic model by the third week of February 2015. Staff is preparing a Technical Assistant Grant application to submit to Water Infrastructure Finance

Agency (WIFA) for design funding for the Upper Town Water Main Replacement Project. The maximum amount we can receive is \$35,000.00 and design costs for that project are projected to be between \$75,000 and \$100,000. This grant application is due to WIFA by the end of February 2015.

3-01-15 Felix Construction completed the work on Ninth Street under a JOC process in January 2015 and the street road opening was reaped in February 2015. The water hydraulic model was installed on the Town's computer on February 24, 2015. On February 24, 2015 staff submitted a Technical Assistant Grant application to Water Infrastructure Finance Agency (WIFA) for design funding for the Upper Town Water Main Replacement Project. The maximum amount we can receive is \$35,000.00 and design costs for that project are projected to be between \$75,000 and \$100,000. Staff has started discussions with Fred Goldman a consulting engineer and David Gianetto from Felix on a design build project to install a booster pump system at the 89A Reservoir to pump potable water from that location to the Haskell Springs storage tanks. This would allow the Town to supplement the Haskell Springs well output during the warm weather high usage summer months. A telemetry system would be necessary to control booster pump operations based on storage tank levels.

5-01-15 On April 15, 2015 staff was notified that the Town of Clarkdale has received a Technical Assistant Grant from the Water Infrastructure Finance Agency (WIFA) for the design of the Upper Town Water Main Replacement Project. The amount that we will receive is \$35,000.00 and design costs for this project are projected to be between \$75,000 and \$100,000.

Staff has received a project scope from Fred Goldman consulting engineer, and a project estimate from David Gianetto with Felix Construction for the design build project to install a booster pump system at the 89A Reservoir which will pump potable water from that location to the Haskell Springs storage tanks. This project would allow the Town to supplement the Haskell Springs well output, with water from the 89A Reservoir, during the warm weather high usage summer months. A telemetry system would be used to control booster pump operations based on storage tank levels at the Haskell Springs Reservoir site. The Design/Build guaranteed maximum price for this project is \$200,000 without any contingency amount. Adding a contingency of 10%, to cover any additional work we may require, would bring the total project cost to \$220,000. We have received a preliminary determination from the Arizona Department of Water Resources (ADWR) that the "89A Booster Pump System Project appears to meet the requirements for the use of Central Arizona Project (CAP) Trust Funds" in the amount of \$186,000 to be used towards this project. A project proposal will need to be submitted to ADWR for final approval and the release of these funds.

6-01-15 The Town of Clarkdale has received a Technical Assistant Grant in the amount of \$35,000 from the Water Infrastructure Finance Agency (WIFA) for the design of the Upper Town Water Main Replacement Project. There is a matching component of \$35,000 to receive these grant monies. Since the projected design costs for this project range from \$75,000 to \$100,000 this match will be met. Staff is preparing the necessary supporting documentation, forms, and related submissions for this grant.

Staff has not received a final determination from the Arizona Department of Water Resources (ADWR) that the "89A Booster Pump System Project will meet the requirements for the use of Central Arizona Project (CAP) Trust Funds" in the amount of \$186,000 for this project. This project is on-hold pending further discussions with the Town Manager and a final determination from ADWR.

7-01-15 The Town of Clarkdale has received a Technical Assistant Grant in the amount of \$35,000 from the Water Infrastructure Finance Agency (WIFA) for the design of the Upper Town Water Main Replacement Project. Staff anticipates completing the process of selecting an engineer, from our approved engineer list, for the design of this project in July 2015.

Staff is still waiting for a final determination from the Arizona Department of Water Resources (ADWR) that the "89A Booster Pump System Project will meet the requirements for the use of Central Arizona Project (CAP) Trust Funds" in the amount of \$186,000 for this project. All additional paperwork requested by ADWR has been submitted in June 2015. This project is still on-hold pending further discussions with the Town Manager and a final determination from ADWR.

8-01-15 The Town of Clarkdale will use a Technical Assistant Grant from the Water Infrastructure Finance Agency (WIFA) in the amount of \$35,000 for part of the design of the Upper Town Water Main Replacement Project. The balance of the design costs for this project will be paid out of water depreciation designated funds. On July 9, 2015 the Selection Committee reviewed three proposals from firms on our approved engineer list and directed the Staff to prepare a Staff Report recommending Southwestern Environmental Consultants (SEC) to provide professional services for the design of this project. Council approved the Selection Committee recommendation on 7/28/15 and directed Staff to enter into contract discussions with SEC. A Staff Report for Council consideration, discussion, and possible action on a Professional Services Agreement with SEC will be on the 8/25/15 Council Agenda.

Staff is still waiting for the Amended CAP Trust Fund Agreement for Council to review and to approve. Once the Amended CAP Trust Fund Agreement and related paperwork is received this item will be scheduled on a Council Agenda and a Staff Report will be prepared. The Arizona Department of Water Resources (ADWR) has given a preliminary determination that the "89A Booster Pump System Project will meet the requirements for the use of Central Arizona Project (CAP) Trust Funds" in the amount of \$186,000 for this project. All additional paperwork requested by ADWR had been submitted in June 2015.

9-01-15 The Town of Clarkdale is using a Technical Assistant Grant from the Water Infrastructure Finance Agency (WIFA), in the amount of \$35,000, for part of the design of the Upper Town Water Main Replacement Project. The balance of the design costs for this project will be paid out of water depreciation designated funds. Southwestern Environmental Consultants (SEC) was approved by the Town Council at the 7/28/15 Town Council Meeting to provide professional services for the design of this project. Staff has entered into contract discussions with SEC for an agreement to provide those design services. A Staff Report for Council consideration, discussion, and possible action on a Professional Services Agreement with SEC will be on a future Council Agenda.

The Amended CAP Trust Fund Agreement has been approved by the Town Council and signed by the Mayor. At the 8/25/15 Council Meeting the Town Council approved the 89A Booster Pump System Project and directed the PW/Utilities Director to negotiate an agreement with Felix Construction to design/build the project for a cost \$210,240.37 with a \$21,024.03 contingency fund. Total amount is \$231,264.30. The Arizona Department of Water Resources (ADWR) has given a determination that the "89A Booster Pump System Project will meet the requirements for the use of Central Arizona Project (CAP) Trust Funds" in the amount of \$186,000 for this project.

CLARKDALE MAGISTRATE COURT
MONTHLY STATISTICAL REPORT - FY 2016

New Filings	Prior YR Average	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	FY -YTD
Criminal Traffic	2.75	4	4					8
Misdemeanors	15.58	33	21					54
DUI	1.58	3	0					3
Domestic Violence ¹	2.33	2	6					8
Civil Traffic	23.75	26	15					41
Local Ordinances	1.5	7	3					10
OOP/Injunctions ²	1.33	0	0					0
Total Filings	45	66	40	0	0	0	0	106
Initials/Arraignments	21.33	13	38					51
Reviews/Order Show Cause	2.08	0	5					5
Civil Traffic Hearings	0.92	0	1					1
Pre-Trial Conferences	14.08	10	15					25
Deferral Pleas	2.92	1	0					1
Change of Plea	4.5	9	8					17
Juvenile Hearings ³	0	0	0					0
Warrants Issued ⁴	2.83	6	10					16
Bench Trials Held	0.08	0	0					0
Town General Fund	\$ 2,920.19	\$ 3,209.90	\$ 2,807.97					\$ 6,017.87
Court Enhancement ⁵	\$ 217.47	\$ 255.96	\$ 185.79					\$ 441.75
Deferred Prosecution Fees ⁷	\$ 127.23	\$ 281.70	\$ 106.70					\$ 388.40
Court Appointed Attorney ⁸	\$ 43.04	\$ -	\$ 475.29					\$ 475.29
JCEF to Town ⁶	\$ 38.78	\$ 46.74	\$ 35.00					\$ 81.74
State Treasurer	\$ 2,926.21	\$ 4,036.45	\$ 2,312.98					\$ 6,349.43
Monies to FARE ⁹	\$ 316.07	\$ 421.29	\$ 131.57					\$ 552.86
County/Jail	\$ 24.29	\$ 24.16	\$ 11.24					\$ 35.40
Citing Agency Revenue	\$ 59.46	\$ 68.81	\$ 44.91					\$ 113.72
Monthly Totals	\$ 5,968.93	\$ 7,386.06	\$ 5,212.10	\$ -	\$ -	\$ -	\$ -	\$ 12,598.16
								Grand Total

¹ Those designated domestic violence (DV) per ARS 13-3601

² These include an Order of Protection (OOP) and Injunction Against Harassment (IAH).

³ Limited to traffic, liquor, graffiti, tobacco, curfew, truancy, or local ordinances (ARS 8-323.B)

⁴ Includes Failure to Appear (FTA) and Failure to Pay (FTP)

⁵ By Resolution #1419 (1/8/13) \$18.30 with surcharge 83% for court operational and technological upgrade

⁶ Primarily \$7 of the statutory \$20 time payment plan fee (ARS 12-116.B) to be used for court improvements

⁷ Administration costs (\$1 to \$500) determined by prosecutor and paid to the Town per Resolution #1419

⁸ \$25 minimum per Resolution #1419, and court can order more based on financial statement of defendant

⁹ Statewide collections enforced with license holds and tax intercepts - imposes 19% surcharge on the amount

These amounts included in Town General Fund Total
This amount included in State Treasurer Total

JULY, 2015

UTILITIES DEPARTMENT WATER/WASTEWATER MONTHLY REPORT

DATE ENDING: 7/31/15	ALL WATER USE IN GALLONS	YEARS BASED ON CALENDAR YEARS	DEPTH TO WATER LEVEL		DEPTH TO WATER LEVEL SAME MO. LAST YEAR	TOTAL LAST YEAR WATER GPCD***	% NON-REVENUE WATER
Water System			STATIC	DYNAMIC			
RESERVOIR WELL	N/A						
HASKELL SPRINGS WELL	5,633,000	10,847,000	46,582,000	0			
MESCAL WELL							
MOUNTAIN GATE WELL	8,039,000	8,471,000	59,718,000				
CITY OF COTTONWOOD	3,341,000		7,609,000				
TOTAL PRODUCTION	17,013,000	19,318,000	113,909,000				
WATER USE	LAST MO.	SAME MO. LAST YEAR	YTD	LAST YEAR RESIDENTIAL GPCD*	YTD RESIDENTIAL GPCD**	TOTAL LAST YEAR WATER GPCD***	% NON-REVENUE WATER
# RESIDENTIAL ACCTS	1,738	1,726	58,011,320	70	66	78	4%
# COMM ACCTS	29	27	2,007,951				
# GOV ACCTS	25	25	3,850,926				
# OTHER ACCTS	8	16	278,423				
# INDUSTRIAL	4	5	424,415				
TOTAL ACCTS	1,804	1,799	64,573,035				
RESIDENTIAL USE	12,825,495	14,016,839	58,011,320	*102,523,480/1,709/365/2.3			
COMM USE	442,213	465,859	2,007,951	**58,011,320/1,804/212/2.3			
GOV USE	1,023,333	1,331,411	3,850,926	***18,080,647/1,801/365/2.3			
OTHER USE	51,047	54,455	278,423				
INDUSTRIAL USE	99,187	121,756	424,415				
TOTAL CLARKDALE USE	14,441,275	15,990,320	64,573,035				
Cottonwood Ranch	1,735,000	3,262,000	10,886,000				
TOTAL USE	16,176,275		75,459,035				
Non Revenue - Backwash	160,200	304,800	1,094,200				
Non Revenue - Flushing	9,250		113,500				
Fire Dept Usage			44,912				
TOTAL USE	16,345,725	19,557,120	76,711,647				
COMMENTS: JULY	Water Call Outs						
Water Main Repair:	3						
Water Service Repair:	4						
Wastewater System	ALL WASTEWATER TREATED IN GALLONS (INFLUENT)						
	LAST MO.	SAME MO. LAST	YTD	LAST YTD			
# ACCTS	1,051	1,046	30,251,293	31,096,601			
WASTEWATER TREATED	4,780,302	4,581,009	30,251,293	31,096,601			

CLARKDALE FIRE DISTRICT

Monthly Call Report

August 2015

Call Type	Call Volume By Month 2015												Total YTD
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	
Brush Fire	0	0	0	0	0	2	4	1					7
Commercial Fire	3	2	1	1	5	2	2	0					16
Special Duty	14	3	8	8	18	28	11	18					108
EMS - ALS	16	17	20	24	17	21	17	15					147
EMS - BLS	12	7	17	14	20	11	20	11					112
Hazardous Materials	0	1	1	0	0	0	0	0					2
Rescue	3	2	1	2	2	4	1	3					18
Residential Fire	0	0	0	0	2	2	3	1					8
Still	4	2	2	2	0	1	5	5					21
Other	0	0	0	0	0	0	0	0					0
Total Calls	52	34	50	51	64	71	63	54	0	0	0	0	439

Call Type	Call Volume By Month 2014												Total YTD
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	
Brush Fire	0	0	0	1	0	2	3	0	0	0	0	0	6
Commercial Fire	1	0	2	1	3	5	0	0	0	4	0	3	19
Special Duty	5	11	10	14	20	21	10	13	18	17	12	9	160
EMS - ALS	15	20	21	17	19	15	15	22	12	18	12	23	209
EMS - BLS	6	10	19	13	9	8	15	14	17	19	11	7	148
Hazardous Materials	0	0	0	0	0	0	0	0	0	0	0	0	0
Rescue	3	1	3	3	6	4	3	1	3	2	0	2	31
Residential Fire	2	2	1	0	2	1	0	2	1	0	4	2	17
Still	4	2	4	1	1	2	2	2	2	2	5	2	29
Other	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Calls	36	46	60	50	60	58	48	54	53	62	44	48	619

Definitions:

- EMS - BLS Emergency medical services, basic life support
- EMS - ALS Emergency medical services, advanced life support
- Rescue Vehicle accidents, rope rescue, confined space, etc.
- Still Vehicle fires, trash bin fires, activated alarms, etc.
- Special Duty Snake/Bee removals, public assist, smoke detector issues

CLARKDALE FIRE DISTRICT
Automatic Mutual Aid Report
August 2015

	Volume of Calls by Month, 2015												Total YTD
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	
Automatic Aid Given													
Cottonwood FD	4	3	1	4	13	2	3	6					36
Jerome FD	1	0	0	0	3	1	0	2					7
Verde Valley FD	0	0	0	0	0	0	4	2					6
Other	0	0	0	0	0	0	0	0					0
Automatic Aid Received													
Cottonwood FD	3	2	2	5	1	2	7	6					28
Jerome FD	0	0	0	0	0	1	0	0					1
Verde Valley FD	1	0	0	0	0	0	4	0					5
Other	0	0	0	0	0	0	0	0					0
Mutual Aid Given	0	0	2	0	1	2	3	2					10
Mutual Aid Received	1	0	1	0	0	0	2	0					4

	Volume of Calls by Month, 2014												Total YTD
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	
Automatic Aid Given													
Cottonwood FD	3	2	4	0	6	6	0	4	1	3	1	0	30
Jerome FD	2	0	1	2	5	3	4	0	3	0	0	1	21
Verde Valley FD	1	0	0	0	0	0	0	1	0	0	2	2	6
Other	0	0	0	0	0	0	0	0	0	0	0	1	1
Automatic Aid Received													
Cottonwood FD	2	2	1	5	1	2	1	0	1	4	1	6	26
Jerome FD	0	0	1	0	0	2	0	0	0	0	0	0	3
Verde Valley FD	0	0	0	1	1	0	0	0	1	0	1	3	7
Other	0	0	0	0	0	0	0	0	0	0	0	1	1
Mutual Aid Given	0	0	0	1	1	0	1	1	0	0	0	1	5
Mutual Aid Received	2	2	1	0	0	0	0	0	0	1	0	0	6

Automatic Aid is a formal agreement between area fire departments and occurs whenever certain predetermined conditions exist and are reported to the 911 dispatcher from the caller. Automatic Aid is a sharing of local resources.

Mutual Aid is reciprocal agreement between regional and state wide fire departments. Responses under a Mutual Aid agreement are usually provided only when an agency asks for assistance, such as when it's resources are depleted by an unusually large incident or a number of simultaneous small incidents. Specific resources may also be requested for certain situations, such as hazardous materials and rope rescue teams.

Clarkdale Fire District

Fire Hydrant Report

August 2015

Clarkdale Utilities Out-of-Service Hydrants

Hydrant #	Locations	Remarks	Marked out of Service*	Priority

* Hydrants marked "out-of-service" have been covered with a bag or out of service ring

Clarkdale Utilities Hydrant In-Service, Requiring Maintenance

Hydrant #	Locations	Remarks	Priority
432	1650 Edgewood Dr	Needs to be raised	

Private/Other Out-of-Service Hydrants

Hydrant #	Locations	Remarks	Owner
47	Russell Street at East end	Broken Stem	Yavapai / Apache
155	1623 Beecher St.	Crack in bonnet	Yavapai / Apache

Comments: The Nation plans to remove the Russel St hydrant and replace it with a flush valve. They are waiting for funding and plan to replace the cracked Beecher St hydrant at the same time.



	CURRENT MONTH	PREVIOUS MONTH	% CHANGE	YEAR TO DATE	PREVIOUS YEAR TO DATE	% CHANGE
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* Primarily Level of Effort Activities

Aug 2015

Jul 2015

Jan-Aug 2015

Jan-Aug 2014

Traffic						
Collision - Property Damage	3	2	0.33	20	26	(0.30)
Collision - Injury/Fatal	2	2	0.00	8	2	0.75
DUI Arrests *	1	1	0.00	13	5	0.62
Citations *	36	40	(0.11)	313	114	0.64
Written Warnings *	11	19	(0.73)	134	299	(1.23)
Traffic Stops *	44	59	(0.34)	444	446	(0.00)
Parking *	0	0	#DIV/0!	5	14	(1.80)
Total Traffic	97	123	(0.27)	937	906	0.03

Uniform Crime Reporting (UCR) Crimes						
Index Violent Crimes (Crimes Against Persons)						
Homicide	0	0	#DIV/0!	0	0	#DIV/0!
Sexual Assault	0	1	#DIV/0!	6	0	1.00
Robbery	0	0	#DIV/0!	0	0	#DIV/0!
Aggravated Assault	1	1	0.00	3	0	1.00
Total Violent Crimes	1	2	(1.00)	9	0	1.00
Burglary	1	2	(1.00)	13	9	0.31
Theft	14	3	0.79	38	16	0.58
Auto Theft	0	0	#DIV/0!	2	1	0.50
Arson	0	0	#DIV/0!	0	1	#DIV/0!
Total Property Crimes	15	5	0.67	53	27	0.49
Crime Rate						
Index Crimes	16	7	0.56	62	27	0.56
Index Crime Rate (per 100,000)	0.0001	0.0001	0.00	0.0533	1.1062	(19.77)
Town Population	4,097	4,097	0.00	4,097	4,097	0.00

Other Crimes						
Assault	2	3	(0.50)	28	8	0.71
Criminal Damage	11	6	0.45	47	31	0.34
Disorderly Conduct	10	7	0.30	49	31	0.37
Domestic Violence	7	5	0.29	37	28	0.24
Drug Offenses *	4	4	0.00	33	5	0.85
Neighbor Disputes	0	0	#DIV/0!	0	0	#DIV/0!
Trespass	5	1	0.80	14	10	0.29
Juvenile Disturbance	6	0	1.00	23	22	0.04
Harassment	0	5	#DIV/0!	16	8	0.50
Animal Offenses *	5	3	0.40	157	188	(0.20)
Other Town Ordinances *	0	1	#DIV/0!	1	42	(41.00)

All Other Offenses	8	26	(2.25)	190	230	(0.21)
Total Other Crimes	58	61	(0.05)	595	603	(0.01)

	CURRENT MONTH	PREVIOUS MONTH	% CHANGE	YEAR TO DATE	PREVIOUS YEAR TO DATE	% CHANGE
	Aug 2015	Jul 2015		Jan-Aug 2015	Jan-Aug 2014	

Other Activities						
Alarms	0	0	#DIV/0!	43	45	(0.05)
Doors/Windows Open	0	0	#DIV/0!	14	3	0.79
Suspicious Persons/Vehicles	0	1	#DIV/0!	159	122	0.23
Weapon Offenses	0	1	#DIV/0!	9	4	0.56
Citizen Assists	9	9	0.00	191	209	(0.09)
Serve Papers	1	1	0.00	7	5	0.29
EMS/Rescue/Fire Calls (Clarkdale)	0	1	#DIV/0!	2	78	(38.00)
Assist Other LE Agencies	7	6	0.14	232	131	0.44
Suicide	0	0	#DIV/0!	3	98	(31.67)
Total Other Activities	17	19	(0.12)	660	695	(0.05)

Total All Categories Above	188	210	(0.12)	2,254	2,231	0.01
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House Watch						
House Watch (Total Houses Per Month)	1	0	1.00	8	81	(9.13)

Arrests						
Adult	8	17	(1.13)	225	52	0.77
Juvenile	1	0	1.00	1	8	(7.00)
Total Arrests	9	17	(0.89)	226	60	0.73

Reserve Time		0	#DIV/0!	789	0	1.00
Ambassador Time		0	#DIV/0!	845	0	1.00
Volunteer Time		10	#DIV/0!	0	8	#DIV/0!

Traffic

One of the two injury accidents this month involved an arrest for DUI. The other involved a roll over accident with minor injuries.

Traffic stops were down this month while officers worked on the marked increase of other crimes.

Crime

There was an increase in property and domestic crimes this month. Criminal damage, disorderly conduct and domestic violence all increased. Many of the cases this month have been complex and have taken large blocks of time from Officers ability to conduct their regular patrol duties.

**ARIZONA CRIMINAL JUSTICE COMMISSION
QUARTERLY
FORFEITURE MONIES REPORT**

INDIVIDUAL AGENCY ACTIVITY REPORT

The Individual Agency Activity Report is a report of "all" revenues and expenditures at the individual agency level. This report must be filed out by those agencies participating in a Master Account held by the Attorney General or County Attorney and must accompany the Master Account Summary report when filed with the Commission. It may also be utilized by County Attorney Pooled accounts to assist in collecting information if desired.

REPORTING PERIOD: 4/1/2015 **THRU** 6/30/2015

COUNTY: YAVAPAI

AGENCY: CLARKDALE POLICE DEPARTMENT

DIVISION/SECTION _____

ADDRESS: PO BOX 308, CLARKDALE, AZ 86324

Type of Government Entity Reporting:

Municipality **County** **State**

Type of Forfeited Monies Reported:

Anti-Racketeering **Other** **Both**

PREPARED BY: YVONNE SCHULTZ, POLICE AIDE, 928-649-7700

APPROVED BY : RANDY S. TAYLOR, CHIEF OF POLICE, 928-649-7705

SIGNATURE/DATE: _____

 / 8-25-15

**ARIZONA CRIMINAL JUSTICE COMMISSION
 QUARTERLY
 FORFEITURE MONIES REPORT**

INDIVIDUAL AGENCY ACTIVITY REPORT

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COUNTY ATTORNEY REPORTING:	CLARKDALE POLICE DEPARTMENT		
REPORTING PERIOD:	4/1/2015	THRU	6/30/2015
	STATE	FEDERAL	TOTAL
A. BEGINNING CASH BALANCE	48,635		48,635
B. TRANSFERS IN FROM:	<i>(From Schedule A)</i>		
1. ATTORNEY GENERAL FUND			
2. COUNTY ATTORNEY FUND			
C. INTEREST EARNED			
D. TOTAL MONIES ON HAND	48,635		48,635
E. TOTAL QTRLY EXPENDITURES	15,096		15,097
F. TRANSFERS OUT			
<i>(FROM SCHEDULE A)</i>			
G. TOTAL DISBURSEMENTS	15,096		15,096
H. ENDING QTRLY CASH BALANCE	33,539		33,539
I. ENCUMBRANCE			
J. COMMITMENTS			
K. AVAILABLE PROGRAM MONIES	33,539		33,539

**ARIZONA CRIMINAL JUSTICE COMMISSION
QUARTERLY
FORFEITURE MONIES REPORT**

SECTION II - EXPENDITURES

	STATE	FEDERAL	TOTAL
A. MATCH MONIES TO GRANT			-
B. GANG & SUBSTANCE ABUSE PREVENTION & EDUCATION (FROM SCHEDULE B)	-	-	-
C. WITNESS PROTECTION			-
D. CIVIL REMEDIES - COURT COSTS & ATTORNEY FEES			-
E. PERSONNEL SERVICES			
Salaries	9,918		9,918
Emp Related Exp			-
Overtime			-
Subtotal Personnel Svs Only	9,918	-	9,918
F. PROFESSIONAL/OUTSIDE SERVICES			
Financial Auditing			-
Court Reporting			-
Expert Witness			-
Filing Fees			-
Appraisal Costs			-
Lien Payments			-
Title Search			-
Auction Fees			-
Subpoena Services			-
Temporary Clerical Svs			-
Property Management			-
Other (list)			-
Subtotal Profess/Outside Only	-	-	-
G. TRAVEL			
In State			-
Out of State			-
Subtotal Travel Only	-	-	-

Verde LVNX

Weekday - Commuter

	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16
Passenger Totals - A Route	3,012	2,861										
Passenger Totals - B Route	942	917										
Avg Passengers per Day	131	136	0	0	0	0	0	0	0	0	0	0
Avg Passenger per Hour	7.17	7.47	#DIV/0!									
Vehicle Revenue Hours	420	383										
Vehicle Revenue Miles	12,082	11,048										
Vehicle Service Hours	465	425										
Vehicle Service Miles	12,487	11,075										
Service Days (Weekdays)	23	21	21	23	20	21	22	20	21	22	22	21

Saturday/Holiday

Passenger Totals	538	666										
Avg Passengers per Day	134.5	133.2	0.00	0	0	0	0	0	0	0	0	0
Avg Passenger per Hour	11.21	11.10	#DIV/0!									
Vehicle Revenue Hours	48	60										
Vehicle Revenue Miles	1,403	1,758										
Vehicle Service Hours	56	70										
Vehicle Service Miles	1,637	1,796										
Service Days (Weekend)	4	5	4	4	5	4	4	4	5	4	5	4

Sunday

Passenger Totals	467	539										
Avg Passengers per Day	116.75	107.8	0	0	0	0	0	0	0	0	0	0
Avg Passenger per Hour	12.97	11.98	#DIV/0!									
Vehicle Revenue Hours	36	45										
Vehicle Revenue Miles	1,057	1,323										
Vehicle Service Hours	40	50										
Vehicle Service Miles	1,269	1,387										
Service Days (Weekend)	4	5	5	4	4	5	4	4	5	4	4	5

Weekday/Weekend Combined

Total Riders	4,959	4,983	0	0	0	0	0	0	0	0	0	0
Avg Passengers per Day	160	161	0	0	0	0	0	0	0	0	0	0
Avg Passenger per Hour	9.84	10.21	#DIV/0!									
Vehicle Revenue Hours	504	488	0	0	0	0	0	0	0	0	0	0
Vehicle Revenue Miles	14,542	14,129	0	0	0	0	0	0	0	0	0	0
Vehicle Service Hours	561	545	0	0	0	0	0	0	0	0	0	0
Vehicle Service Miles	15,393	14,258	0	0	0	0	0	0	0	0	0	0
Deadhead Miles	851	129	0	0	0	0	0	0	0	0	0	0
Service Days (Total)	31	31	30	31	29	30	30	28	31	30	31	30

Monthly Passenger Totals - August



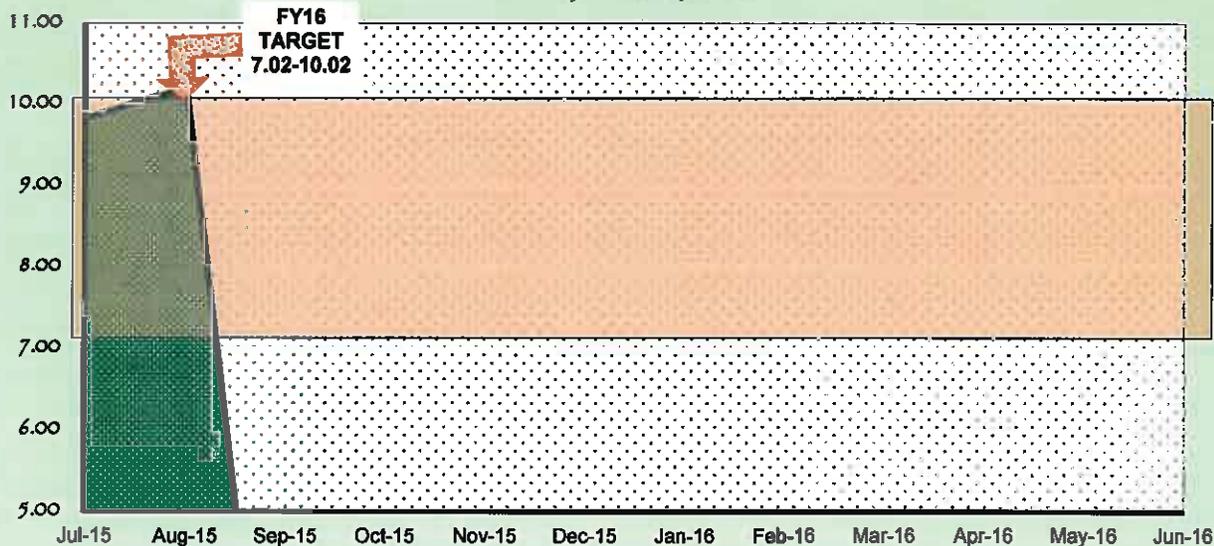
Ridership Comparison by Month
FY-14 to FY-16

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY 14*	5,125	5,562	5,218	5,939	4,429	4,087	3,906	4,154	4,913	4,926	5,396	4,963
FY 15	5,525	5,500	5,938	5,856	5,001	4,708	4,887	4,851	5,533	5,201	5,224	4,990
FY 16	4,959	4,983	0	0	0	0	0	0	0	0	0	0

* Second bus for M-F service started January 2014



Monthly Ridership Per Hour

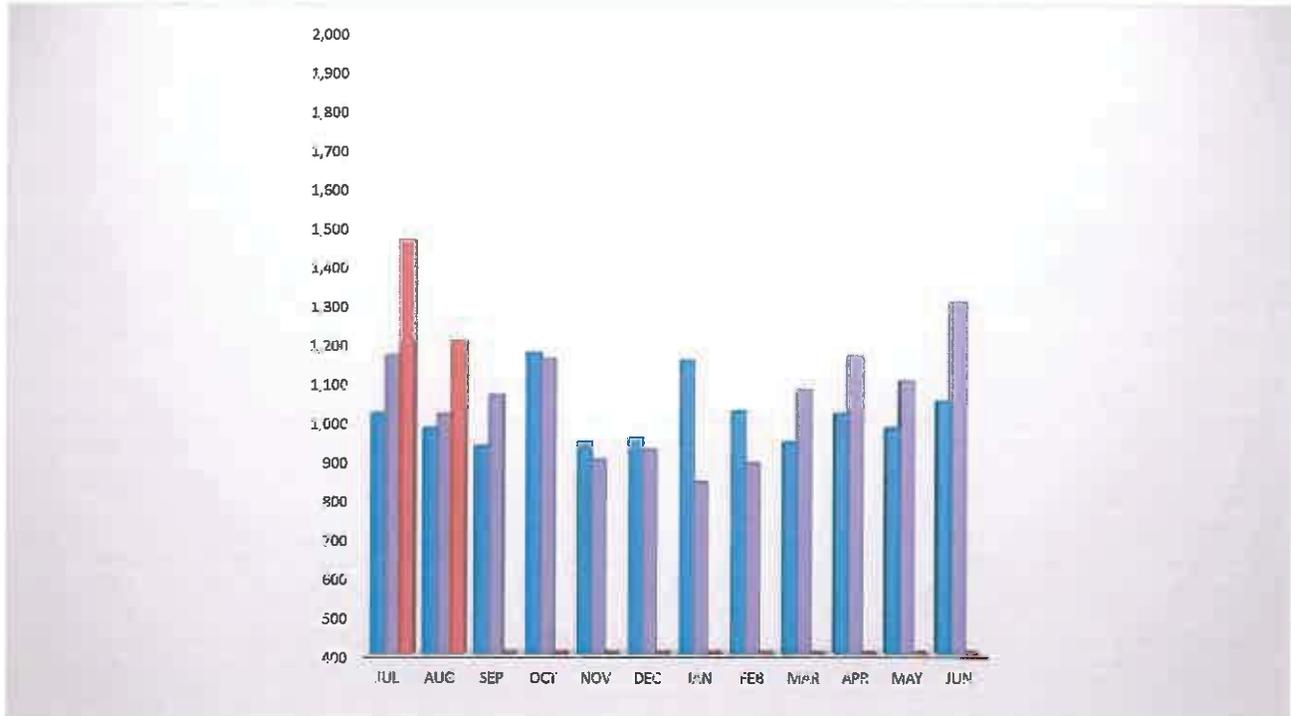


ADA Paratransit Ridership Trends - July

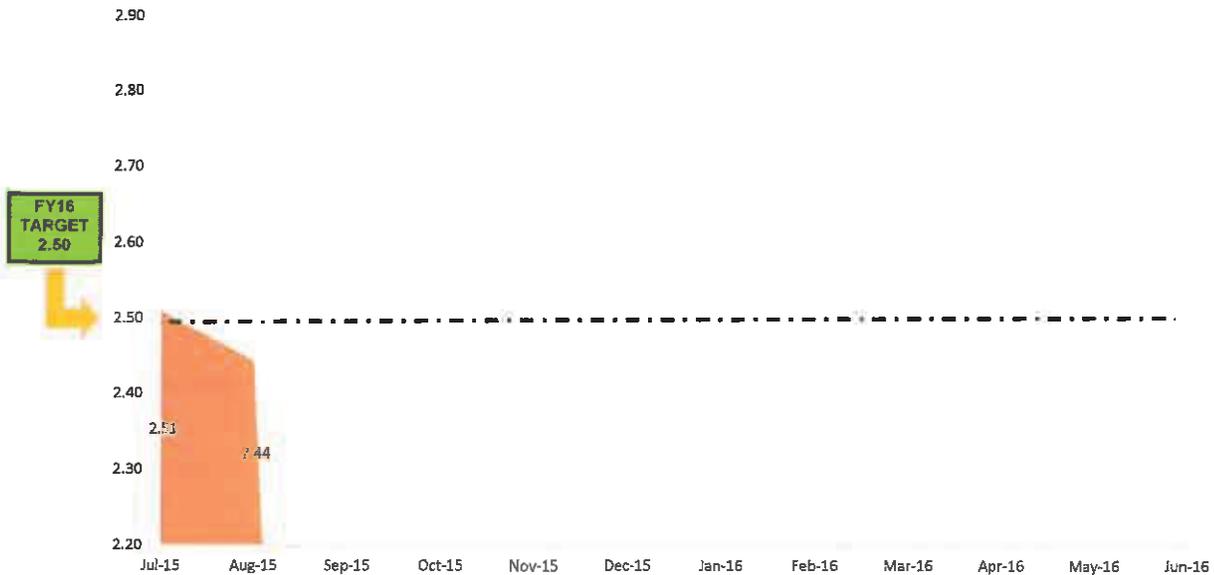


**Ridership Comparison by Month
FY14 to FY16**

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY 14	1,024	985	939	1,182	949	959	1,162	1,028	948	1,023	985	1,055
FY 15	1,175	1,021	1,071	1,166	902	929	844	894	1,084	1,174	1,108	1,312
FY 16	1,475	1,212	0	0	0	0	0	0	0	0	0	0



Monthly Passengers Per Hour



CAT Fixed Route

Weekday - Fixed Route	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	YTD
Passenger Totals	6,986	6,908	-	-	-	-	-	-	-	-	-	-	13,894
Avg Passengers per Day	303.74	328.95	-	-	-	-	-	-	-	-	-	-	
Avg Passenger per Hour	8.44	9.14	#DIV/0!										
Vehicle Revenue Hours	828	756	-	-	-	-	-	-	-	-	-	-	1,584
Vehicle Revenue Miles	12,904	11,789	-	-	-	-	-	-	-	-	-	-	24,693
Vehicle Service Hours	897	819	-	-	-	-	-	-	-	-	-	-	1,716
Vehicle Service Miles	13,816	11,961	-	-	-	-	-	-	-	-	-	-	25,777
Deadhead Miles	912	172	-	-	-	-	-	-	-	-	-	-	1,084
Service Days (Weekdays)	23	21	21	23	20	21	22	20	21	22	23	21	258

JULY		
Route	Total Trips	Daily Trips
Red Route	1,157	84.36
Blue Route	435	20.71
Green Route	2,890	137.62
Yellow Route	2,231	106.24
		41.84%
		32.30%

check: 6,908 should match total

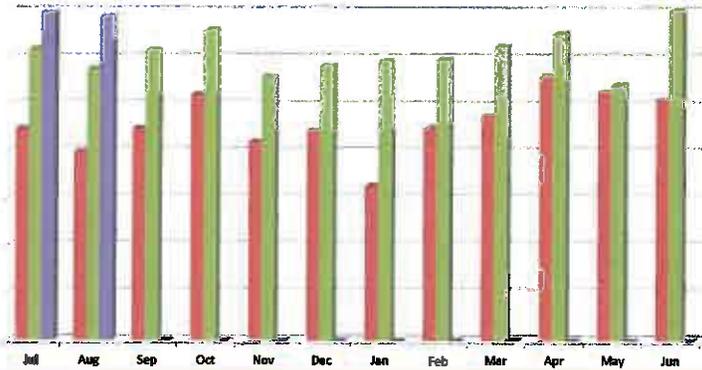
Fixed Route Monthly Passenger Totals - August



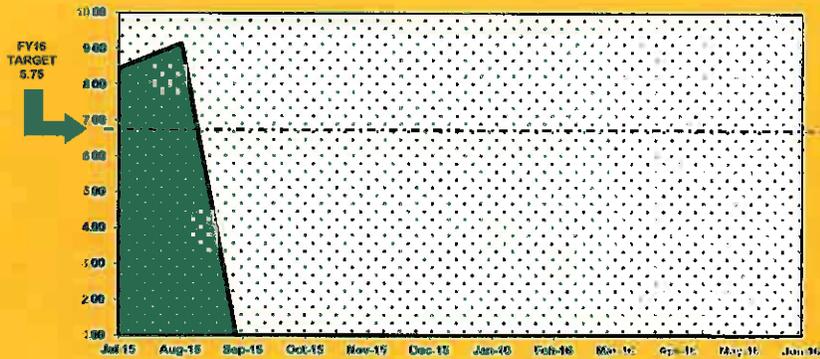
Ridership Comparison by Month
FY14 to FY16

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY 14*	4,509	4,016	4,510	5,225	4,233	4,487	3,294	4,537	4,793	5,046	5,313	5,142
FY 15	6,192	5,775	6,193	6,631	5,622	5,584	5,970	5,999	6,276	6,548	5,476	7,052
FY 16	6,986	6,908	0	0	0	0	0	0	0	0	0	0

* cut blue route service in January 2014 and now have Green and Yellow routes

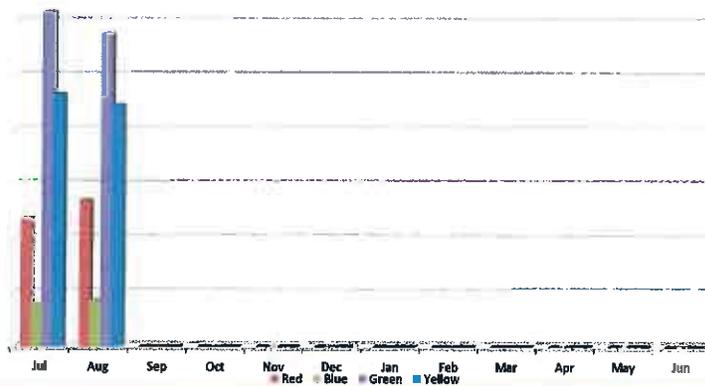


Monthly Passengers per Hour



Ridership Comparison by Route
Fiscal Year 2016

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Blue	0	1,352	0	0	0	0	0	0	0	0	0	0
Green	1,041	2,334	0	0	0	0	0	0	0	0	0	0
Yellow	2,334	2,221	0	0	0	0	0	0	0	0	0	0





Staff Report

Agenda Item: **Resolution Making Appointments to the Board of Adjustment**
– Discussion and consideration of Resolution #1501, amending
Resolution #1481, making appointments to the Board of
Adjustment.

Staff Contact: Beth Escobar, Senior Planner

Meeting Date: September 22, 2015

Background: The Board of Adjustment has two (2) terms expiring September
30, 2015.

Peter de Blanc (incumbent) and Aaron Midkiff (incumbent) applied and were interviewed by the Interview Committee. Charles Christensen applied for the Planning Commission, however stated willingness to serve in what the panel considered the “best fit”.

The Review Committee met, reviewed the applicants and put forward their recommendation that Peter de Blanc and Charles Christensen be appointed for two year terms on the Board of Adjustment.

Recommendation: Approval of Resolution #1501, amending Resolution #1481,
making appointments to the Board of Adjustment.

RESOLUTION #1501

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AMENDING RESOLUTION #1481, MAKING APPOINTMENTS TO THE BOARD OF ADJUSTMENT OF THE TOWN OF CLARKDALE.

WHEREAS, there are two terms expiring September 30, 2015 on the Board of Adjustment; and

WHEREAS, the following people are currently seated as members of the Board of Adjustment with terms ending as follows:

Name	Term Ends
Peter de Blanc	September 30, 2015
Aaron Midkiff	September 30, 2015
Lee Daniels	September 30, 2016
Rick Morris	September 30, 2016
John Kinnamon	September 30, 2016

BE IT RESOLVED that the following people are hereby appointed to fill the expiring terms on the Board of Adjustment of the Town of Clarkdale with terms to expire as follows:

Name	Term Ends
Peter de Blanc	September 30, 2017
Charles Christensen	September 30, 2017

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Clarkdale, Arizona, this 22nd day of September, 2015.

APPROVED

ATTEST

Doug Von Gausig, Mayor

Kathy Bainbridge, Town Clerk

Town of Clarkdale
Board and Commission Application

Before you begin....

Thank you for your interest in serving on a Clarkdale board or commission. Terms for boards and commissions are two years, beginning on October 1st and ending on September 30th. Appointments are occasionally made before terms end due to a vacancy. Applicants are asked to participate in an informal interview process by an interview committee consisting of a staff member, a Councilmember and a member of the board or commission for which you are applying. This committee makes a recommendation to the Town Council. This process helps us to get to know you better and assists the Town Council in matching applicants to board/commission openings. The Town Council encourages all citizens to be involved in their government, however occasionally there are more applicants than there are positions to fill. Should you not be appointed, we encourage you to consider the many other volunteer opportunities with the Town.

This application is a public record, and as such may be disclosed to the public under Arizona's Public Records Laws. The applicant's name may also appear on the Town's website. Please call the Town Clerk at 639-2400 if you have any questions or concerns about the disclosure of specific information.

Choice of Board or Commission

Please type or print clearly in ink. If you need more space, please attach additional pages as needed. A description of each board and commission is attached at the back of this application. Please indicate which board(s) or commission(s) you are interested in and number them in order of preference, with number one being your first choice.

<input type="checkbox"/> Design Review Board	<input checked="" type="checkbox"/> Board of Adjustment
<input type="checkbox"/> Parks and Recreation Commission	<input type="checkbox"/> Library Advisory Board
<input type="checkbox"/> Municipal Property Corporation	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Public Safety Personnel Retirement Board	<input type="checkbox"/> Other: _____

Contact Information

Name: Peter deBlanc Date: August 8th, 2015

Physical Address: [redacted] Clarkdale AZ 86324

Mailing Address: [redacted] Clarkdale AZ 86324

Home Telephone: [redacted] Email Address: [redacted]

Current Employer: Four-D, LLC

Work Address: [redacted] Clarkdale AZ 86324 Work Phone: [redacted]

May we contact you at work? Yes No

Required Information

1. Are you now or have you ever been employed by the Town of Clarkdale? Yes No
2. Are any of your relatives, either by blood or marriage, employed by the Town of Clarkdale? Yes No

3. Except for minor traffic violations, have you ever been convicted of any violation of federal, state, local or military law or statute? Yes No If the answer to 1, 2 or 3 is 'yes', please explain below or on an attached sheet of paper.

n/a

4. Why are you interested in serving on this (these) board(s) or commission(s)?

I am currently on the Board of Adjustment and I would like to continue serving on the board. It is an opportunity for me to participate in and contribute to our community.

5. Please describe your qualifications for serving on this (these) board(s) or commission(s).

- Current board member
- Study law and economics as a hobby
- Ability to think and plan logically
- Project management and construction experience.

Optional Information

6. Please list your education background.

- University of Delaware, Computer Science Program
- Drexel University, Electrical Engineering/Computer Science
- Central High School, Philadelphia, Pennsylvania

7. Please list professional memberships, registrations, licenses, etc. that you feel may be applicable to the board(s) or commission(s) for which you are applying.

n/a

8. What previous volunteer or community service projects or activities have you participated in (does not have to be in Clarkdale)?

- Current member of the Clarkdale Board of Adjustment.
- Previously President of the Mountain Gate Home Owners Association.
- Various events and activities for the Town of Clarkdale.

Additional Information

9. Is there any other information you would like to provide which might help the Council make its decision on the appointment to the (these) board(s) and/or commission(s)?

I appreciate the opportunity to continue my service on the Board of Adjustment.

Signature

By signing below, I understand and agree that:

1. Any material misrepresentation or deliberate omission of a fact in my application may be justification for refusal of application, or if appointed, removal from the board/commission.
2. The Town of Clarkdale has my permission to verify all data given in this application, related papers or oral interviews. I authorize such verification and the giving and receiving of any information requested by the Town of Clarkdale and I release from liability any person giving or receiving any such information. I understand that falsification of data so given or other derogatory information discovered may prevent my being appointed, or if appointed, may subject me to removal for the board and/or commission.

The Town Council selects the best matched applicants the board and commission appointments based upon qualifications, regardless of race, color, creed, sex, national origin, age, handicap or other protected groups under state, federal or local equal opportunity laws.

Applicant Signature: Peter deBlanc Digitally signed by Peter deBlanc
DN: cn=Peter deBlanc, o=Four-D, LLC,
ou=75 Western Ave, Clarkdale AZ 86324,
email=peter@deblanc.net, c=US
Date: 2015.08.08 12:13:33 -0700 Date: 8/8/2015

Where to send your application

Mail your application to: Town Clerk, Town of Clarkdale, Post Office Box 308,
Clarkdale, Arizona 86324

or

Fax your application to: (928) 639-2409

or

Deliver your application to: Town Hall, 39 N. Ninth Street, Clarkdale, AZ 86324

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Town of Clarkdale
Board and Commission Application

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Choice of Board or Commission

Please type or print clearly in ink. If you need more space, please attach additional pages as needed. A description of each board and commission is attached at the back of this application. Please indicate which board(s) or commission(s) you are interested in and number them in order of preference, with number one being your first choice.

<input type="checkbox"/> Design Review Board	<input type="checkbox"/> Board of Adjustment
<input type="checkbox"/> Parks and Recreation Commission	<input type="checkbox"/> Library Advisory Board
<input type="checkbox"/> Municipal Property Corporation	<input checked="" type="checkbox"/> Planning Commission
<input type="checkbox"/> Public Safety Personnel Retirement Board	<input type="checkbox"/> Other: _____

Contact Information

Name: Dzyfon Charles Christensen Date: 18 Aug 2015

Physical Address: [REDACTED] Clarkdale AZ, 86324

Mailing Address: SAME

Home Telephone: [REDACTED] Email Address: [REDACTED]

Current Employer: Retired Northwest Airlines and USAF

Work Address: SAME Work Phone #: 808 561 6864

May we contact you at work? Yes No

Required Information

1. Are you now or have you ever been employed by the Town of Clarkdale? Yes No
2. Are any of your relatives, either by blood or marriage, employed by the Town of Clarkdale? Yes No

3. Except for minor traffic violations, have you ever been convicted of any violation of federal, state, local or military law or statute? Yes No If the answer to 1, 2 or 3 is 'yes', please explain below or on an attached sheet of paper.

4. Why are you interested in serving on this (these) board(s) or commission(s)?

FEEL ALL CITIZENS SHOULD SERVE AS NEEDED IN LOCAL GOVERNMENT AND I AM INTERESTED IN PROTECTING AND PRESERVING OUR COMMUNITY.

5. Please describe your qualifications for serving on this (these) board(s) or commission(s).

- RETIRED MILITARY COMMANDER
- RETIRED AIRLINE CAPTAIN
- PAST PRESIDENT SEDONA MONS REPUBLICAN CLUB (10 yrs)
- SEDONA FIRE BOARD (TEN YEARS)
- PAST PRESIDENT CEDAR RIDGE ASSN.
- NUMEROUS OTHER ORGANIZATIONS

Optional Information

6. Please list your education background.

- B.A. STOLAE COLLEGE (PRE MED.)
- WORKED ON M.A. AT STATE COLLEGE
- NUMEROUS MILITARY LEADERSHIP SCHOOLS
- ENGINEERING COURSES

7. Please list professional memberships, registrations, licenses, etc. that you feel may be applicable to the board(s) or commission(s) for which you are applying.

A.T.P. FEDERAL AVIATION AGENCY
REPUBLICAN CLUB
BOYS CLUB
SOCIETY OF LOGISTICS ENGINEERS
FIRE BOARD
ARNOLD AIR SOCIETY

8. What previous volunteer or community service projects or activities have you participated in (does not have to be in Clarkdale)?

CHILDRENS HOSPITAL MINNEAPOLIS
SEDONA FIRE BOARD
4H LEADER
FUNDRAISER'S
REPUBLICAN CLUB

Additional Information

9. Is there any other information you would like to provide which might help the Council make its decision on the appointment to the (these) board(s) and/or commission(s)?

FAMILIAR WITH BOARD roles and LIMITATIONS
CAN LEARN OR FOLLOW - HAVE SPARE TIME
LOVE AMERICA. - REFERENCES - PAUL GRASSO
CHRIS KAZIEN SEJONA Fore CHIEF, JIM ELMER

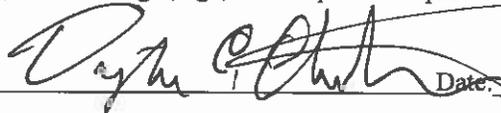
Signature

By signing below, I understand and agree that:

1. Any material misrepresentation or deliberate omission of a fact in my application may be justification for refusal of application, or if appointed, removal from the board/commission.
2. The Town of Clarkdale has my permission to verify all data given in this application, related papers or oral interviews. I authorize such verification and the giving and receiving of any information requested by the Town of Clarkdale and I release from liability any person giving or receiving any such information. I understand that falsification of data so given or other derogatory information discovered may prevent my being appointed, or if appointed, may subject me to removal from the board and/or commission.

The Town Council selects the best matched applicants the board and commission appointments based upon qualifications, regardless of race, color, creed, sex, national origin, age, handicap or other protected groups under state, federal or local equal opportunity laws.

Applicant Signature:

 Date: 18 Aug 2015

Where to send your application

Mail your application to: Town Clerk, Town of Clarkdale, Post Office Box 308,
Clarkdale, Arizona 86324

or

Fax your application to: (928) 639-2409

or

Deliver your application to: Town Hall, 39 N. Ninth Street, Clarkdale, AZ 86324

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Staff Report

Agenda Item: **Resolution Making Appointments to the Design Review Board**
– Discussion and consideration of Resolution #1502, amending
Resolution #1480, making appointments to the Design Review
Board.

Staff Contact: Beth Escobar, Senior Planner

Meeting Date: September 22, 2015

Background: The Design Review Board has three (3) terms expiring September
30, 2015.

Mike Garvey (incumbent), Robyn Prud'homme-Bauer (incumbent), and Debbie Hunseder applied and were interviewed by the Committee. Aaron Midkiff applied for the Board of Adjustment however stated he would be willing to serve wherever the panel considered the best fit.

The Review Committee met, reviewed the applicants and put forward their recommendation that Mike Garvey, Robyn Prud'homme-Bauer, and Aaron Midkiff be appointed for two year terms on the Design Review Board.

Recommendation: Approval of Resolution #1502, amending Resolution #1480,
making appointments to the Design Review Board.

RESOLUTION #1502

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AMENDING RESOLUTION #1480 MAKING APPOINTMENTS TO THE DESIGN REVIEW BOARD AND SETTING TERMS OF OFFICE.

WHEREAS, there are currently three expiring terms on the Design Review Board with terms expiring September 30, 2015; and

WHEREAS, the following people are currently seated as members of the Design Review Board with terms ending as follows:

Name	Term Ends
Marsha Foutz	September 30, 2015
Robyn Prud'homme-Bauer	September 30, 2015
Mike Garvey	September 30, 2015
Laura Jones	September 30, 2016
Kerrie Snyder	September 30, 2016

BE IT RESOLVED that the following persons are hereby appointed to fill the expiring terms on the Design Review Board of the Town of Clarkdale with terms ending as follows:

Name	Term Ends
Mike Garvey	September 30, 2017
Robyn Prud'homme-Bauer	September 30, 2017
Aaron Midkiff	September 30, 2017

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Clarkdale, Arizona, this 22nd day of September, 2015.

APPROVED

ATTEST

Doug Von Gausig, Mayor

Kathy Bainbridge, Town Clerk

Town of Clarkdale
Board and Commission Application

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Thank you for your interest in serving on a Clarkdale board or commission. Terms for boards and commissions are two years, beginning on October 1st and ending on September 30th. Appointments are occasionally made before terms end due to a vacancy. Applicants are asked to participate in an informal interview process by an interview committee consisting of a staff member, a Councilmember and a member of the board or commission for which you are applying. This committee makes a recommendation to the Town Council. This process helps us to get to know you better and assists the Town Council in matching applicants to board/commission openings. The Town Council encourages all citizens to be involved in their government, however occasionally there are more applicants than there are positions to fill. Should you not be appointed, we encourage you to consider the many other volunteer opportunities with the Town.

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Choice of Board or Commission

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Design Review Board

Board of Adjustment

Planning Commission

Other: _____

Public Safety Personnel Retirement Board

Contact Information

Name: Michael J. GARDEZ

Date: _____

Physical Address: _____

CLARKDALE, AZ 86324

Mailing Address: SAME

Home Telephone: _____

Email Address: _____

Current Employer: RETIRED

Work Address: _____

Work Phone #: _____

May we contact you at work? Yes No

Required Information

1. Are you now or have you ever been employed by the Town of Clarkdale? Yes No
2. Are any of your relatives, either by blood or marriage, employed by the Town of Clarkdale? Yes No

3. Except for minor traffic violations, have you ever been convicted of any violation of federal, state, local or military law or statute? Yes No If the answer to 1, 2 or 3 is 'yes', please explain below or on an attached sheet of paper.

4. Why are you interested in serving on this (these) board(s) or commission(s)?

INTERESTING WORK & IT PROVIDES A TIE FOR ME
THAT THE COMMUNITY. SERVICE WORK IS IMPORTANT.
- AND THE DRB WAS FUN!!

5. Please describe your qualifications for serving on this (these) board(s) or commission(s).

I HAVE A STRONG INTEREST IN GOOD DESIGN AS
WELL AS A STRONG BACKGROUND IN ENGINEERING

Optional Information

6. Please list your education background.

B.A. UNIVERSITY OF ST. THOMAS
M.S. UNIVERSITY OF FLORIDA

7. Please list professional memberships, registrations, licenses, etc. that you feel may be applicable to the board(s) or commission(s) for which you are applying.

8. What previous volunteer or community service projects or activities have you participated in (does not have to be in Clarkdale)?

Additional Information

9. Is there any other information you would like to provide which might help the Council make its decision on the appointment to the (these) board(s) and/or commission(s)?

Signature

By signing below, I understand and agree that:

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Applicant Signature: _____

Date: _____

Where to send your application

Mail your application to:

Town Clerk, Town of Clarkdale, Post Office Box 308,
Clarkdale, Arizona 86324

or

Fax your application to:

(928) 639-2409

or

Deliver your application to:

Town Hall, 39 N. Ninth Street, Clarkdale, AZ 86324

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<input type="checkbox"/> Design Review Board	<input type="checkbox"/> Board of Adjustment
<input type="checkbox"/> Public Safety Personnel Retirement Board	<input checked="" type="checkbox"/> Planning Commission
	<input type="checkbox"/> Other: _____

Contact Information

Name: Robyn Prud'homme-Bauer Date: 8/11/15

Physical Address: _____, Clarkdale 86324

Mailing Address: _____, Clarkdale 86324

Home Telephone: Cell _____ Email Address: _____

Current Employer: Alcora Marble

Work Address: _____, Clarkdale 86324 Work Phone #: _____

May we contact you at work? Yes No

Required Information

1. Are you now or have you ever been employed by the Town of Clarkdale? Yes No
2. Are any of your relatives, either by blood or marriage, employed by the Town of Clarkdale? Yes No

3. Except for minor traffic violations, have you ever been convicted of any violation of federal, state, local or military law or statute? Yes No If the answer to 1, 2 or 3 is 'yes', please explain below or on an attached sheet of paper.

4. Why are you interested in serving on this (these) board(s) or commission(s)?

I have enjoyed ~~being~~ being on Design Review and feel that I have been a good board member and chair. I would like to continue my participation.

5. Please describe your qualifications for serving on this (these) board(s) or commission(s).

Experience, decision-making, business owner and economic development focussed. Work well with others, and can listen and respect different opinions.

Optional Information

6. Please list your education background.

College graduate

7. Please list professional memberships, registrations, licenses, etc. that you feel may be applicable to the board(s) or commission(s) for which you are applying.

8. What previous volunteer or community service projects or activities have you participated in (does not have to be in Clarkdale)?

Clarkdale Downtown Business Alliance, Made In Clarkdale, League of Women Voters, Verde Valley Theatre, Clarkdale Chamber and many other projects in Clarkdale, Verde Valley and Arizona.

Additional Information

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Signature

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Applicant Signature: _____

Date: _____

Delynn C. Friedman 8/11/15

Where to send your application

Mail your application to: Town Clerk, Town of Clarkdale, Post Office Box 308,
Clarkdale, Arizona 86324

or

Fax your application to: (928) 639-2409

or

Deliver your application to: Town Hall, 39 N. Ninth Street, Clarkdale, AZ 86324

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- | | |
|---|---|
| <input type="checkbox"/> Design Review Board | <input checked="" type="checkbox"/> Board of Adjustment |
| <input type="checkbox"/> Parks and Recreation Commission | <input type="checkbox"/> Library Advisory Board |
| <input type="checkbox"/> Municipal Property Corporation | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Public Safety Personnel Retirement Board | <input type="checkbox"/> Other: _____ |

Contact Information

Name: Aaron Midkiff Date: August 8th, 2015

Physical Address: [redacted] Clarkdale AZ 86324

Mailing Address: [redacted] Clarkdale AZ 86324

Home Telephone: [redacted] Email Address: [redacted]

Current Employer: ALM Construction

Work Address: [redacted] Clarkdale AZ 86324 Work Phone: [redacted]

May we contact you at work? Yes No

Required Information

1. Are you now or have you ever been employed by the Town of Clarkdale? Yes No
2. Are any of your relatives, either by blood or marriage, employed by the Town of Clarkdale? Yes No

3. Except for minor traffic violations, have you ever been convicted of any violation of federal, state, local or military law or statute? Yes No If the answer to 1, 2 or 3 is 'yes', please explain below or on an attached sheet of paper.

4. Why are you interested in serving on this (these) board(s) or commission(s)?

I am currently a member of the the Board of Adjustment, and find it to be a small way to give back to the community

5. Please describe your qualifications for serving on this (these) board(s) or commission(s).

I'm a current board member
Licensed General Contractor

Optional Information

6. Please list your education background.

7. Please list professional memberships, registrations, licenses, etc. that you feel may be applicable to the board(s) or commission(s) for which you are applying.

Licensed General Contractor

8. What previous volunteer or community service projects or activities have you participated in (does not have to be in Clarkdale)?

Member of the Board of Adjustment.

Additional Information

9. Is there any other information you would like to provide which might help the Council make its decision on the appointment to the (these) board(s) and/or commission(s)?

No

Signature

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1. Any material misrepresentation or deliberate omission of a fact in my application may be justification for refusal of application, or if appointed, removal from the board/commission.
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Applicant Signature: _____

Date: _____

 7/24/15

Where to send your application

Mail your application to:

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or

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Staff Report

Agenda Item: **Resolution Making Appointments to the Planning Commission**
– Discussion and consideration of Resolution #1503, amending
Resolution #1482, making appointments to the Planning
Commission.

Staff Contact: Beth Escobar, Senior Planner

Meeting Date: September 22, 2015

Background: The Planning Commission has two (2) terms expiring September 30, 2015
and one (1) vacant seat.

Jorge Olguin (incumbent), John Erickson (incumbent), and Dayton Christensen applied
and were interviewed by the Interview Committee. Debbie Hunseder applied for the
Design Review Board but stated she would be willing to serve wherever the panel
thought would be the best fit.

The Review Committee met, reviewed the applicants and put forward their
recommendation that Jorge Olguin, John Erickson, and Debbie Hunseder be appointed
for two year terms on the Planning Commission.

Recommendation: Approval of Resolution #1503, amending Resolution #1482,
making appointments to the Planning Commission.

RESOLUTION #1503

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AMENDING RESOLUTION #1482 MAKING APPOINTMENTS TO THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE.

WHEREAS, there are currently two expiring terms on the Planning Commission, and one (1) vacancy, and;

WHEREAS, the following people are currently seated as members of the Planning Commission with terms ending as follows;

NAME	TERM ENDS
Jorge Olguin	September 30, 2015
John Erickson	September 30, 2015
VACANT	September 30, 2016
Ida-Meri deBlanc	September 30, 2016
Craig Backus	September 30, 2016

BE IT RESOLVED that the following persons are hereby appointed to fill the expiring terms as members of the Planning Commission of the Town of Clarkdale with terms to expire as follows:

NAME	TERM ENDS
Jorge Olguin	September 30, 2017
John Erickson	September 30, 2017
Debbie Hunseder	September 30, 2017

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Clarkdale, Arizona, this 22nd day of September, 2015.

APPROVED

ATTEST

Doug Von Gausig, Mayor

Kathy Bainbridge, Town Clerk

Town of Clarkdale
Board and Commission Application

Before you begin

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Choice of Board or Commission

Please type or print clearly in ink. If you need more space, please attach additional pages as needed. A description of each board and commission is attached at the back of this application. Please indicate which board(s) or commission(s) you are interested in and number them in order of preference, with number one being your first choice.

<input type="checkbox"/>	D	esign Review Board	<input type="checkbox"/>	B	oard of Adjustment
<input type="checkbox"/>	P	arks and Recreation Commission	<input type="checkbox"/>	L	ibrary Advisory Board
<input type="checkbox"/>	M	unicipal Property Corporation	<input checked="" type="checkbox"/>	P	lanning Commission
<input type="checkbox"/>	P	ublic Safety Personnel Retirement Board	<input type="checkbox"/>	O	ther _____

Contact Information

Name: Jorge C. Olguin Date: 08-07-2015

Physical Address: _____ Clarkdale, AZ 86324-3298 _____

Mailing Address: Same as above _____

Home Telephone: _____ Email Address: _____

Current Employer: Retired _____

Work Address: NA _____ Work Phone #: NA _____

May we contact you at work? Yes No

Required Information

1. Are you now or have you ever been employed by the Town of Clarkdale? Yes No
2. Are any of your relatives, either by blood or marriage, employed by the Town of Clarkdale? Yes No

3. Except for minor traffic violations, have you ever been convicted of any violation of federal, state, local or military law or statute? () yes (X)No If the answer to 1,2 or 3 is 'yes', please explain below or on an attached sheet of paper.

4. Why are you interested in serving on this (these) board(s) or commission(s)?
Having decided to retire in Clarkdale. I have a vested interest in seeing our community thrive and prosper and doing it in a manner that meets our economic and sustainability challenges.

5. Please describe your qualifications for serving on this (these) board(s) or commission(s).
The experience of having served on the Planning Commission for the last 8 years. two of them as Chairman. Working on a variety of Town of Clarkdale projects on sustainability and others such as the Focused Future II project. and the General Plan. 34+ years of working in a large multinational company working with multidisciplinary groups on a variety of technical, outreach, regulatory and stewardship issues.

Optional Information

6. Please list your education background.

BA (1961); Chemistry; Austin College, Sherman, TX

PhD (1965); Analytical Chemistry, Kansas State University, Manhattan, KS

7. Please list professional memberships, registrations, licenses, etc. that you feel may be applicable to the board(s) or commission(s) for which you are applying.

Diplomat American Board of Industrial Hygiene [1980-2000 (Retired)]

American Industrial Hygiene Association [1975-2000 (Retired)]

Certified in the Comprehensive Practice of Industrial Hygiene[1980-2000]

8. What previous volunteer or community service projects or activities have you participated in (does not have to be in Clarkdale)?

Volunteer Tutor – Elementary School System, Wilmington, DE

Pastoral Council Immaculate Conception Church, Cottonwood, AZ

School Board Member (2 years as Chairman) St. Joseph's Catholic School, Cottonwood, AZ

Additional Information

9. Is there any other information you would like to provide which might help the Council make its decision on the appointment to the (these) board(s) and/or commission(s)?

Serving on the Planning Commission for the last 8 years and working on a variety of projects for Clarkdale has given me a good understanding of the issues and challenges facing our community. My experience and background position me well in addressing them.

Signature

By signing below, I understand and agree that:

1. Any material misrepresentation or deliberate omission of a fact in my application may be justification for refusal of application, or if appointed, removal from the board/commission.
2. The Town of Clarkdale has my permission to verify all data given in this application, related papers or oral interviews. I authorize such verification and the giving and receiving of any information requested by the Town of Clarkdale and I release from liability any person giving or receiving any such information. I understand that falsification of data so given or other derogatory information discovered may prevent my being appointed, or if appointed, may subject me to removal for the board and/or commission.

The Town Council selects the best matched applicants the board and commission appointments based upon qualifications, regardless of race, color, creed, sex, national origin, age, handicap or other protected groups under state, federal or local equal opportunity laws.

Applicant Signature: _____

Date: .

02/07/2015

Where to send your application

Mail your application to: Town Clerk, Town of Clarkdale, Post Office Box 308,
Clarkdale, Arizona 86324

or

Fax your application to: (928) 639-2409

or

Deliver your application to: Town Hall, 39 N. Ninth Street, Clarkdale, AZ 86324

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Town of Clarkdale
Board and Commission Application

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Choice of Board or Commission

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- | | |
|---|---|
| <input type="checkbox"/> Design Review Board | <input type="checkbox"/> Board of Adjustment |
| <input type="checkbox"/> Parks and Recreation Commission | <input type="checkbox"/> Library Advisory Board |
| <input type="checkbox"/> Municipal Property Corporation | <input checked="" type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Public Safety Personnel Retirement Board | <input type="checkbox"/> Other: _____ |

Contact Information

Name: John L. Erickson Date: August 13, 2015

Physical Address: [redacted] Clarkdale AZ 86324

Mailing Address: [redacted] Clarkdale AZ 86324

Home Telephone: [redacted] Email Address: [redacted]

Current Employer: Retired

Work Address: _____ Work Phone #: _____

May we contact you at work? Yes No

Required Information

1. Are you now or have you ever been employed by the Town of Clarkdale? Yes No
2. Are any of your relatives, either by blood or marriage, employed by the Town of Clarkdale? Yes No

3. Except for minor traffic violations, have you ever been convicted of any violation of federal, state, local or military law or statute? Yes No If the answer to 1, 2 or 3 is 'yes', please explain below or on an attached sheet of paper.

4. Why are you interested in serving on this (these) board(s) or commission(s)?

To continue the work of the Planning Commission that I have been involved with the past two years.

Work with the Town's General Plan. Encourage new developmebnt in the Hwy 89A corridor and meet with the stake holders of that area. Downtown parking.

5. Please describe your qualifications for serving on this (these) board(s) or commission(s).

Retired Wisconsin educator - teacher, program director, administrator. Developed an educational PLAN for school district administrators - grad school at the University of Wisconsin-Madison. Member of the strategic plan committee for Wisconsin school district. School district budget development, planning and implementation.

National Park Ranger - Rocky Mountain National Park, Estes Park, Colorado.

Learning group facilitator for the Osher Lifelong Learning Institute (OLLI) at Yavapai College.

Optional Information

6. Please list your education background.

B.Ed. - Secondary Education - Wisconsin State College - Whitewater, WI

MS - Cultural Geography & Teaching - University of Wisconsin-Whitewater, Whitewater, WI

Post-grad - educational technology - instructional television in the curriculum

Committe member - developed and implemented a fiber optic network for 10 school districts in Southeastern Wisconsin
13 million dollar project.

7. Please list professional memberships, registrations, licenses, etc. that you feel may be applicable to the board(s) or commission(s) for which you are applying.

Wisconsin Retired Educators Association

Lifetime Wisconsin teahing license and program director

8. What previous volunteer or community service projects or activities have you participated in (does not have to be in Clarkdale)?

Clarkdale Planning Commission since 2013

Osher Lifelong Learning Institue at Yavapai College - curriculum committee, governing board, learning group facilitator

Wisconsin - local museum board member and president of Historical Society

Colorado - museum board member - Grand County, CO

Volunteer - Rocky Mountain National Park, Ester Park, CO - Joshua Tree National Park, 29 Palms, CA

Additional Information

9. Is there any other information you would like to provide which might help the Council make its decision on the appointment to the (these) board(s) and/or commission(s)?

I enjoy being a member of the Town of Clarkdale Planning Commission - it is a learning and informational experience. Hopefully I can continue on the commission.

Signature

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Applicant Signature: John L. Erickson Date: 8/13/15

Where to send your application

Mail your application to: Town Clerk, Town of Clarkdale, Post Office Box 308,
Clarkdale, Arizona 86324

or

Fax your application to: (928) 639-2409

or

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Town of Clarkdale
Board and Commission Application

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Choice of Board or Commission

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- Design Review Board
- Parks and Recreation Commission
- Municipal Property Corporation
- Public Safety Personnel Retirement Board

- Board of Adjustment
- Library Advisory Board
- Planning Commission
- Other: _____

Contact Information

Name: Debbie Hunseder Date: 08/24/2015

Physical Address: ██████████ Clarkdale, AZ 86324

Mailing Address: ██████████ Clarkdale, AZ 86324

Home Telephone: ██████████ Email Address: ██████████

Current Employer: Nick of Time Productions LLC

Work Address: ██████████ Clarkdale, AZ 86324 Work Phone: ██████████

May we contact you at work? Yes No

Required Information

1. Are you now or have you ever been employed by the Town of Clarkdale? Yes No
2. Are any of your relatives, either by blood or marriage, employed by the Town of Clarkdale? Yes No

3. Except for minor traffic violations, have you ever been convicted of any violation of federal, state, local or military law or statute? Yes No If the answer to 1, 2 or 3 is 'yes', please explain below or on an attached sheet of paper.

4. Why are you interested in serving on this (these) board(s) or commission(s)?

As a current resident and business owner in Clarkdale, I feel that this is an exciting time of growth and development in the Verde Valley. I appreciate and am proud of the design concepts on which Clarkdale was established and I have a strong desire to become involved and serve the members of this community to preserve its history while promoting healthy sustainable growth.

5. Please describe your qualifications for serving on this (these) board(s) or commission(s).

I am a certified global project manager with an extensive background in professional services. Past assignments have included creative problem solving in conjunction with multi-faceted teams. I have facilitated decisions, overcome obstacles and managed projects to provide quality deliverables while maintaining customer satisfaction and budget objectives. I am a highly organized individual that is committed to planning and compromise to achieve a win-win solution whenever possible.

Optional Information

6. Please list your education background.

The Project Management Institute (PMI)
Managing Projects in Organizations, George Washington University
Internet Business Specialist Program, San Jose University
Siemens International Leadership Program
Leadership Training for Managers, Dale Carnegie

7. Please list professional memberships, registrations, licenses, etc. that you feel may be applicable to the board(s) or commission(s) for which you are applying.

Active Project Management Professional (PMP) certification

8. What previous volunteer or community service projects or activities have you participated in (does not have to be in Clarkdale)?

Current board member - Greyhound Pets of Arizona
Member - Questers International - Verde Valley Chapter
Member- Clarkdale Business Alliance

Additional Information

9. Is there any other information you would like to provide which might help the Council make its decision on the appointment to the (these) board(s) and/or commission(s)?

Thank you for your consideration. I look forward to working with the team.

Signature

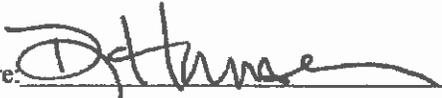
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Applicant Signature: _____

Date: _____

 8/24/15

Where to send your application

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or

Fax your application to: (928) 639-2409

or

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Staff Report

Agenda Item: **Resolution Making an Appointment to the Public Safety Personnel Retirement Board** – Discussion and consideration of Resolution #1504, amending Resolution #1495, making an appointment to the Public Safety Personnel Retirement Board.

Meeting Date: September 22, 2015

Prepared By: Mary Ellen Dunn, Local Board Secretary

Background: The term for Ida-Meri de Blanc, Citizen Member of the Public Safety Personnel Retirement Board, will expire September 30, 2015. She has submitted a new application for Council review and would like to renew her term to extend to September 30, 2017.

Recommendation: Staff recommends Council approval of Resolution #1504, amending Resolution #1495, and appointing Ida-Meri de Blanc to serve as a Citizen Member of the Local Board, with a term to expire September 30, 2017.

RESOLUTION #1504

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AMENDING RESOLUTION #1495 TO MAKE AN APPOINTMENT TO THE PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM LOCAL PENSION BOARD AND SETTING TERM OF OFFICE.

WHEREAS, there is currently one seat on the board with the term expiring on September 30, 2015; and

WHEREAS, the State of Arizona Public Safety Personnel Retirement System requires the Local Pension Board to consist of the Mayor or Mayor's designee, two citizens appointed by the Mayor and two members elected by the Police Department with the approval of the Town Council; and

WHEREAS the following people are currently seated as members of the Public Safety Personnel Retirement System Local Pension Board with terms ending as follows:

Name	Term Ends
Ida-Meri deBlanc (Citizen)	September 30, 2015
Kristen Robertson (Police Officer)	September 30, 2017
Ron Ekholm (Police Officer)	September 30, 2016
Ben Kramer (Citizen)	September 30, 2016
Curt Bohall (Chair)	September 30, 2016

BE IT RESOLVED THAT the following person is hereby appointed by the Mayor and ratified by the Common Council to fill the expiring seat on the Public Safety Personnel Retirement System Local Pension Board with a term to expire as follows:

Name	Term Ends
Ida-Meri de Blanc (Citizen)	September 30, 2017

PASSED AND ADOPTED this 22nd day of September, 2015 by the Mayor and Common Council of the Town of Clarkdale, Arizona.

APPROVED

ATTEST

Doug Von Gausig, Mayor

Kathy Bainbridge, Town Clerk/Finance Director

Town of Clarkdale
Board and Commission Application

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<input type="checkbox"/> Design Review Board	<input type="checkbox"/> Board of Adjustment
<input type="checkbox"/> Parks and Recreation Commission	<input type="checkbox"/> Library Advisory Board
<input type="checkbox"/> Municipal Property Corporation	<input type="checkbox"/> Planning Commission
<input checked="" type="checkbox"/> Public Safety Personnel Retirement Board	<input type="checkbox"/> Other: _____

Contact Information

Name: Ida-Meri de Blanc Date: August 8, 2015

Physical Address: [REDACTED]

Mailing Address: [REDACTED]

Home Telephone: [REDACTED] Email Address: [REDACTED]

Current Employer: Four-D, LLC

Work Address: [REDACTED] Work Phone #: [REDACTED]

May we contact you at work? Yes No

Required Information

1. Are you now or have you ever been employed by the Town of Clarkdale? Yes No
2. Are any of your relatives, either by blood or marriage, employed by the Town of Clarkdale? Yes No

3. Except for minor traffic violations, have you ever been convicted of any violation of federal, state, local or military law or statute? Yes No If the answer to 1, 2 or 3 is 'yes', please explain below or on an attached sheet of paper.

4. Why are you interested in serving on this (these) board(s) or commission(s)?

I'm interested in the future of the community in which I live and work. I like to participate in community life.

5. Please describe your qualifications for serving on this (these) board(s) or commission(s).

Prior participation on various boards & NPOs. I have a long history of volunteering; contributing my particular skill set to the endeavor at hand.

Optional Information

6. Please list your education background.

Bachelors degree in Art & Design. Various management and leadership programs at Landmark Worldwide & Mission Control Productivity.

7. Please list professional memberships, registrations, licenses, etc. that you feel may be applicable to the board(s) or commission(s) for which you are applying.

NA

8. What previous volunteer or community service projects or activities have you participated in (does not have to be in Clarkdale)?

Board member-Friends of Dickinson Square, Philadelphia Fourth Police District Advisory Council, USIA-Freedom Support Act, Cup of Gold Water Company Board-Sedona, General Plan Update Committee-Clarkdale, Planning Commission-Clarkdale

Additional Information

9. Is there any other information you would like to provide which might help the Council make its decision on the appointment to the (these) board(s) and/or commission(s)?

I'll show up. I'll participate with the intent to contribute.

Signature

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Applicant Signature: _____ Date: _____

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or

Fax your application to: (928) 639-2409

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Staff Report

Agenda Item: **Governor's Office of Highway Safety DUI/Impaired Driving Enforcement Grant** - Acceptance of non-match, Governor's Office of Highway Safety federal grant totaling \$3,500 from 10-01-2015 to 09-30-2016.

Staff Contact: Randy Taylor, Police Chief

Meeting Date: September 22, 2015

Background: This is a fully funded State grant to support personnel services (overtime) and employee related expenses to enhance DUI/Impaired driving enforcement throughout the Town of Clarkdale.

Recommendation: Staff recommends Council accept the Governor's Office of Highway Safety DUI/Impaired Driving Enforcement Grant.

HIGHWAY SAFETY CONTRACT

This page, the Project Directors Manual and attached hereto and incorporated herein by reference, constitute the entire contract between the parties hereto unless the Governor's Highway Safety Representative authorizes deviation in writing.

CFDA 20.600

1.	APPLICANT AGENCY Clarkdale Police Department	GOHS CONTRACT NUMBER: 2016-AL-003
	ADDRESS P. O. Box 308, Clarkdale, AZ 86324	PROGRAM AREA: 402-AL
2.	GOVERNMENTAL UNIT Town of Clarkdale	AGENCY CONTACT: Nicole Florisi
	ADDRESS 39 North Ninth Street, Clarkdale, AZ 86324	3. PROJECT TITLE: DUI/Impaired Driving Enforcement
4.	GUIDELINES: 402-Alcohol (AL)	
5.	BRIEFLY STATE PURPOSE OF PROJECT: Federal 402 funds will support Personnel Services (Overtime) and Employee Related Expenses to enhance DUI/Impaired Driving Enforcement throughout the Town of Clarkdale.	
6.	BUDGET COST CATEGORY	Project Period FFY 2016
I.	Personnel Services	\$2,500.00
II.	Employee Related Expenses	\$1,000.00
III.	Professional and Outside Services	\$0.00
IV.	Travel In-State	\$0.00
V.	Travel Out-of-State	\$0.00
VI.	Materials and Supplies	\$0.00
VII.	Capital Outlay	\$0.00
	TOTAL ESTIMATED COSTS	\$3,500.00
PROJECT PERIOD	FROM: Effective Date (Date of GOHS Director Signature)	TO: 09-30-2016
CURRENT GRANT PERIOD	FROM: 10-01-2015	TO: 09-30-2016
TOTAL FEDERAL FUNDS OBLIGATED THIS FFY: \$3,500.00		

A political subdivision or state agency that is mandated to provide a certified resolution or ordinance authorizing entry into this contract must do so prior to incurring any expenditures. Failure to do so may result in termination of the awarded contract.

PROBLEM IDENTIFICATION AND RESOLUTION:**Agency Background:**

The Town of Clarkdale is a rural community in Yavapai County with a population of approximately 4,122 residents. Clarkdale is approximately 10 square miles with 44 miles of public and private roadways that include State Route Hwy 89A. Tourists visit the area by attending attractions such as Tuzigoot National Monument, the Verde Canyon Railroad, Clarkdale's Historic District (which now includes wineries as well as local bars), and the Verde River Adventures which provides kayaking and tubing along the Verde River. Clarkdale is nestled between the "Ghost Town" of Jerome and Cottonwood. Jerome draws approximately 1M tourists annually and the City of Cottonwood now has a thriving wine and bar scene. Twenty miles away is Sedona, AZ – another large tourist draw. Commuter traffic through Clarkdale over Mingus Mountain to Prescott creates a high volume of traffic through Clarkdale as well.

The Clarkdale Police Department has eight (8) sworn officers and two (2) civilian employees. Emergency response agreements currently exist with Jerome Police Department, Cottonwood Police Department, and Yavapai-Apache Tribal Police Department. There are limited response partnerships with Yavapai County Sheriff's Department and Department of Public Safety. These agencies service communities and rural areas known as the Verde Valley. Verde Valley has approximately 40,000 residents.

Agency Problem:

The Clarkdale Police Department typically has only one officer per shift. Grant funds will enable Clarkdale Police to increase DUI enforcement. Dedicated DUI officers can combat the hazards of impaired driving more effectively and increase the safety of people traveling through the town's jurisdiction.

Agency Attempts to Solve Problem:

The Clarkdale Police Department continues to enforce DUI/Alcohol Enforcement by dedicating officers to DUI saturation patrols and checkpoints. Clarkdale Police also used unmarked cars on DUI patrol.

Agency Funding:

Federal 402 funds will support Personnel Services (Overtime) and Employee Related Expenses to enhance DUI/Impaired Driving Enforcement throughout the Town of Clarkdale.

How Agency Will Solve Problem With Funding:

DUI/Alcohol Enforcement overtime funds granted by GOHS will enable the Clarkdale Police Department to participate in area DUI checkpoints and saturations patrols, participate in underage alcohol violation enforcement, provide alcohol education in the local schools, and provide alcohol education throughout the community by participation in victim impact panels and community education classes.

Performance Measures:

1. Participate in 10 saturation patrols and 1 DUI checkpoint by September 30, 2016.
2. Conduct 2 community oriented alcohol awareness classes by September 30, 2016.
3. Conduct 1 alcohol education class at the Clarkdale Jerome School during 2015-2016 school year.
4. Participate in at least 4 Verde Valley Audit Victim Impact Panels by September 30, 2016.

GOALS/OBJECTIVES:

Federal 402 funds will support Personnel Services (Overtime) and Employee Related Expenses to enhance DUI/Impaired Driving Enforcement throughout the Town of Clarkdale.

Expenditures of funding pertaining to Impaired Driving Enforcement including Personnel Services and ERE, Materials & Supplies, Capital Equipment and/or Travel In and Out of State shall comply with the Impaired Driving Program Goals provided by the Arizona Governor's Office of Highway Safety. The Impaired Driving Program Goal is to reduce the incidence of alcohol and drug related driving, fatalities and injuries through enforcement, education and public awareness throughout the State of Arizona. Law Enforcement personnel participating in Impaired Driving Enforcement/DUI activities including DUI Task Force details under this program shall be HGN/SFST certified.

MEDIA RELEASE

To prepare complete press release information for media (television, radio, print and on-line) during each campaign period including a main press release, schedule of events, departmental plans and relevant data. **The material will emphasize the campaign's purpose, aggressive enforcement and the high cost of DUI/Impaired Driving in terms of money, criminal and human consequences.**

The Clarkdale Police Department will maintain responsibility for **reporting sustained enforcement** activity in a timely manner. Additionally, it is the responsibility of the Clarkdale Police Department to report all holiday task force enforcement statistics to GOHS on-line at the GOHS website **no later than 10:00 a.m. the morning following each day of the event.**

The holidays and special events include and are not limited to: Super Bowl Sunday, Valentine's Day, President's Day, St. Patrick's Day, Spring Break, Easter, Cinco de Mayo, Prom Night, Memorial Day, Graduation Day, Independence Day, Labor Day, Columbus Day, Halloween, and the Thanksgiving through New Year's details.

PLEASE NOTE: Failure to submit Statistics, Quarterly Reports and/or Report of Costs Incurred (RCIs) on time and correctly may delay reimbursement for expenditures to your agency.

METHOD OF PROCEDURE:

The Clarkdale Police Department will make expenditures as follows to meet the outlined Program Goals/Objectives:

Personnel Services - To support Overtime for DUI/Impaired Driving Enforcement Activities

Employee Related Expenses - To support Employee Related Expenses for Agency Overtime

PRESS RELEASE:

Agencies are required to develop and distribute a press release announcing this grant award upon receipt of the executed contract. A copy of this press release shall be sent to the GOHS Director at the same time it is sent to the media. This press release shall include the objective and specify that the funding is from the Governor's Office of Highway Safety.

BAC TESTING AND REPORTING REQUIREMENTS:

Alcohol impairment is a major contributing factor in fatality and serious injury motor vehicle collisions. Accurate data on alcohol involvement is essential to understanding the full extent of the role of alcohol and to assess progress toward reducing impaired driving.

Arizona is presently and consistently below the documented average among the states in the Blood Alcohol (BAC) testing of drivers involved in fatal motor vehicle collisions.

Each law enforcement agency that receives an enforcement-related grant is required to ensure that this accurate data on all drivers involved are reported. Failure to comply may result in withholding funds and cancellation of the enforcement contract until this requirement is met.

PURSUIT POLICY:

All law enforcement agencies receiving federal funds are encouraged to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police (IACP) that are currently in effect.

SPECIFIC REQUIREMENTS:**PROFESSIONAL AND OUTSIDE SERVICES/PUBLIC INFORMATION/MEDIA –****Requirements for Professional and Outside Services:**

A copy of all contracts for "Professional and Outside Services" must be submitted to the GOHS Director for written approval before execution.

Requirements for Public Information and Education Materials:

Prior to the printing and distribution of public information and education materials, a sample will be provided to the GOHS Director for review and written approval.

Requirements for Paid Media:

All paid media must be pre-approved by the GOHS Director to ensure that consistent messages are sent statewide. Requests for paid media must include, *at a minimum*, scripts, description of target audience (to include methodology for identifying target audience), type of media to be utilized (electronic, print), campaign schedule, and budget. Additional information may be requested on a case by case basis.

METHOD OF PROCUREMENT:

The application of USDOT "Common Rule" and Circular A-102 requires that:

Grantees and sub grantees will use their own procurement procedures which reflect applicable state and local laws and regulations, provided that the procurement procedures conform to applicable federal laws and standards. The most stringent purchasing requirement at each level must be met. If the Agency does not have a procurement process, the Agency may use the State Procurement process.

A clear audit trail must be established to determine costs charged against this contract. Substantiation of costs shall, where possible, be made utilizing the Clarkdale Police Department documentation consisting of, but not limited to, copies of time sheets, purchase orders, copies of invoices, and proof of payment.

The Project Director shall retain copies of all documentation in the project file.



Staff Report

- Agenda Item:** **Governor's Office of Highway Safety STEP Enforcement Grant -**
Acceptance of non-match, Governor's Office of Highway Safety federal
grant totaling \$3,500 from 10-01-2015 to 09-30-2016.
- Staff Contact:** Randy Taylor, Police Chief
- Meeting Date:** September 22, 2015
- Background:** This is a fully funded State grant to support personnel services (overtime)
and employee related expenses to enhance the enforcement of laws related
to aggressive driving and other speed related issues throughout the Town
of Clarkdale.
- Recommendation:** Staff recommends Council accept the Governor's Office of Highway
Safety STEP Enforcement Grant

HIGHWAY SAFETY CONTRACT

This page, the Project Directors Manual and attached hereto and incorporated herein by reference, constitute the entire contract between the parties hereto unless the Governor's Highway Safety Representative authorizes deviation in writing.

CFDA 20.600

1. APPLICANT AGENCY Clarkdale Police Department	GOHS CONTRACT NUMBER: 2016-PT-004
ADDRESS P. O. Box 308, Clarkdale, AZ 86324	PROGRAM AREA: 402-PT
2. GOVERNMENTAL UNIT Town of Clarkdale	AGENCY CONTACT: Nicole Florisi
ADDRESS 39 North Ninth Street, Clarkdale, AZ 86324	3. PROJECT TITLE: STEP Enforcement
4. GUIDELINES: 402-Police Traffic (PT)	
5. BRIEFLY STATE PURPOSE OF PROJECT: Federal 402 funds will support Personnel Services (Overtime) and Employee Related Expenses to enhance STEP Enforcement throughout the Town of Clarkdale.	
6. BUDGET COST CATEGORY	Project Period FFY 2016
I. Personnel Services	\$2,500.00
II. Employee Related Expenses	\$1,000.00
III. Professional and Outside Services	\$0.00
IV. Travel In-State	\$0.00
V. Travel Out-of-State	\$0.00
VI. Materials and Supplies	\$0.00
VII. Capital Outlay	\$0.00
TOTAL ESTIMATED COSTS	\$3,500.00

PROJECT PERIOD	FROM: Effective Date (Date of GOHS Director Signature)	TO: 09-30-2016
CURRENT GRANT PERIOD	FROM: 10-01-2015	TO: 09-30-2016

TOTAL FEDERAL FUNDS OBLIGATED THIS FFY: \$3,500.00

A political subdivision or state agency that is mandated to provide a certified resolution or ordinance authorizing entry into this contract must do so prior to incurring any expenditures. Failure to do so may result in termination of the awarded contract.

PROBLEM IDENTIFICATION AND RESOLUTION:**Agency Background:**

The Town of Clarkdale is a rural community in Yavapai County with a population of approximately 4,122 residents. Clarkdale is approximately 10 square miles with 44 miles of public and private roadways that include State Route Hwy 89A. Tourists visit the area by attending attractions such as Tuzigoot National Monument, the Verde Canyon Railroad, Clarkdale's Historic District (which now includes wineries as well as local bars), and the Verde River Adventures which provides kayaking and tubing along the Verde River. Clarkdale is nestled between the "Ghost Town" of Jerome and Cottonwood. Jerome draws approximately 1M tourists annually and the City of Cottonwood now has a thriving wine and bar scene. Twenty miles away is Sedona, AZ – another large tourist draw. Commuter traffic through Clarkdale over Mingus Mountain to Prescott creates a high volume of traffic through Clarkdale as well.

The Clarkdale Police Department has eight (8) sworn officers and two civilian employees. Emergency response agreements currently exist with Jerome Police Department, Cottonwood Police Department, and Yavapai-Apache Tribal Police Department. There is some partnership with Yavapai County Sheriff's Department and Department of Public Safety. These agencies service communities and rural areas known as the Verde Valley. Verde Valley has approximately 40,000 residents.

Agency Problem:

Over the past few years, the town has seen a significant increase in speed related crashes with injuries. Four rotary medians (roundabouts) built on a 2-mile stretch of State Route Hwy 89A along with daily traffic can easily exceed 3500 vehicles. The various driving habits of tourists are inconsistent with Arizona law and can be very dangerous.

Grant funds will assist the Clarkdale Police Department with increased aggressive driving enforcement and other speed related issues in the Town and surrounding communities. The Clarkdale Police Department typically has only one officer per shift.

Agency Attempts to Solve Problem:

The Clarkdale Police Department conducts directed traffic patrols in problematic areas throughout the Town. Shift officers regularly conduct traffic as part of their patrol duties. The Department has borrowed radar trailers from neighboring departments. The Department has implemented the use of unmarked vehicles and decoy cars as well.

Agency Funding:

Federal 402 funds will support Personnel Services (Overtime) and Employee Related Expenses to enhance STEP Enforcement throughout the Town of Clarkdale.

How Agency Will Solve Problem With Funding:

Grant funds will enable Clarkdale Police to place a dedicated traffic officer in problematic areas. Dedicated traffic officers can combat the hazards of aggressive and reckless driving more effectively and increase the safety of people traveling through the Town's jurisdiction.

Measure enforcement activities by using one or a combination of the following:

1. Citizen complaints of traffic issues
2. Crash data
3. Citation/warning data
4. Place dedicated and directed traffic patrols in problematic areas
5. Conduct proactive traffic enforcement in conjunction with public awareness campaigns.

Performance Measures:

1. Decrease the number of citizen complaints.
2. Increase traffic-related citations by 20% by September 30, 2016
3. Conduct 2 community-oriented traffic awareness classes by September 30, 2016.

GOALS/OBJECTIVES:

Federal 402 funds will support Personnel Services (Overtime) and Employee Related Expenses to enhance STEP Enforcement throughout the Town of Clarkdale.

Expenditures of funding pertaining to the PT/Selective Traffic Enforcement Program including Personnel Services and ERE, Materials & Supplies, Capital Equipment and/or Travel In and Out of State shall comply with the PT/Selective Traffic Enforcement Program Goals provided by the Arizona Governor's Office of Highway Safety. The PT/Selective Traffic Enforcement Program Goal is to reduce the incidence of traffic fatalities and injuries resulting from speeding, aggressive driving, red light running and other forms of risky driving behavior through enforcement, education and public awareness throughout the State of Arizona.

MEDIA RELEASE

To prepare complete press release information for media (television, radio, print and on-line) during each campaign period including a main press release, schedule of events, departmental plans and relevant data. **The material will emphasize the campaign's purpose, aggressive enforcement and the high cost of Speeding in terms of money, criminal and human consequences.**

The Clarkdale Police Department will maintain responsibility for **reporting sustained enforcement** activity in a timely manner. Additionally, it is the responsibility of the Clarkdale Police Department to report all holiday task force enforcement statistics to GOHS on-line at the GOHS website **no later than 10:00 a.m. the morning following each day of the event.**

The holidays and special events include and are not limited to: Super Bowl Sunday, Valentine's Day, President's Day, St. Patrick's Day, Spring Break, Easter, Cinco de Mayo, Prom Night, Memorial Day, Graduation Day, Independence Day, Labor Day, Columbus Day, Halloween, and the Thanksgiving through New Year's details.

PLEASE NOTE: Failure to submit Statistics, Quarterly Reports and/or Report of Costs Incurred (RCIs) on time and correctly may delay reimbursement for expenditures to your agency.

METHOD OF PROCEDURE:

The Clarkdale Police Department will make expenditures as follows to meet the outlined Program Goals/Objectives:

Personnel Services - To support Overtime for STEP/Speed Enforcement Activities

Employee Related Expenses - To support Employee Related Expenses for Agency Overtime

PRESS RELEASE:

Agencies are required to develop and distribute a press release announcing this grant award upon receipt of the executed contract. A copy of this press release shall be sent to the GOHS Director at the same time it is sent to the media. This press release shall include the objective and specify that the funding is from the Governor's Office of Highway Safety.

BAC TESTING AND REPORTING REQUIREMENTS:

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Arizona is presently and consistently below the documented average among the states in the Blood Alcohol (BAC) testing of drivers involved in fatal motor vehicle collisions.

Each law enforcement agency that receives an enforcement-related grant is required to ensure that this accurate data on all drivers involved are reported. Failure to comply may result in withholding funds and cancellation of the enforcement contract until this requirement is met.

PURSUIT POLICY:

All law enforcement agencies receiving federal funds are encouraged to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police (IACP) that are currently in effect.

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A clear audit trail must be established to determine costs charged against this contract. Substantiation of costs shall, where possible, be made utilizing the Clarkdale Police Department documentation consisting of, but not limited to, copies of time sheets, purchase orders, copies of invoices, and proof of payment.

The Project Director shall retain copies of all documentation in the project file.



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 "Northern Arizona Blues Alliance" to be held on Saturday, October 10, 2015 from 12:30 P.M. to 5:00 P.M. at the Town of Clarkdale Main Park located at 1001 Main Street, Clarkdale, AZ

Staff Contact: Dawn Norman, Community Services Supervisor

Meeting Date: September 22, 2015

Background: Northern Arizona Blues Alliance is requesting a Special Event Liquor License for a special event to be held on Saturday, October 10, 2015 from 12:30 P.M. to 5:00 P.M. at the Town of Clarkdale Main Park located at 1001 Main 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 Northern Arizona Blues Alliance special event to be held on Saturday, October 10, 2015 from 12:30 P.M. to 5:00 P.M. at the Town of Clarkdale Main Park located at 1001 Main 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

FOR DLLC USE ONLY	
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: Northern Arizona Blues Alliance

SECTION 2 Non-Profit/IRS Tax Exempt Number: 46-1870443

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: Town of Clarkdale, town square

Address of Location: _____
 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: Sellani, Robert August 14, 1952
 Last First Middle Date of Birth

2. Applicant's mailing address: 110 Canyon Trail, Sedona, AZ 86351
 Street City State Zip

3. Applicant's home/cell phone: (954) 465-0998 Applicant's business phone: (954) 465-0998

4. Applicant's email address: drmmrboy52@gmail.com

SECTION 10

- 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.)
- How many special event licenses have been issued to this location this year? _____
 (The number cannot exceed 12 events per year; exceptions under A.R.S. §4-203.02(D).)
- 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.)
- 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 Town of Clarkdale Percentage: 60%
 Address P.O. Box 308, 39 North Ninth Street, Clarkdale, AZ 86324
Street City State Zip

Name Northern Arizona Blues Alliance Percentage: 40%
 Address 110 Canyon Trail, Sedona, AZ 86351
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.)
2 Number of Police _____ Number of Security Personnel Fencing Barriers
 Explanation: _____

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>Oct 10, 2015</u>	<u>Saturday</u>	<u>12:30PM</u>	<u>5:00PM</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.

See attached -

N↑

- fenced area

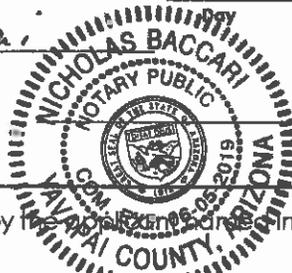
- ID checking.

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

I, Robert Sellani 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 *Robert Sellani* President 9/4/15 954-465-0998
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 4th September 2015
Day Month Year
 State Arizona County of Yavapai

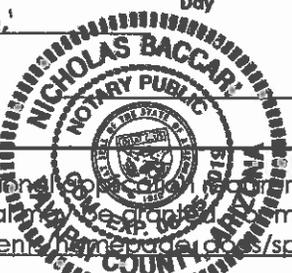
My Commission Expires on: 6/6/2019
Date

Nicholas Baccari
Signature of Notary Public

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

I, Robert Sellani 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 *Robert Sellani* President 9/4/15
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 4th September 2015
Day Month Year
 State Arizona County of Yavapai

My Commission Expires on: 6/6/2019
Date

Nicholas Baccari
Signature of Notary Public

Please contact the local governing board for additional requirements and submission deadlines. Additional
 licensing fees may also be required before approval. For more information, please contact your local
 jurisdiction: http://www.azliquor.gov/assets/document/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.

MAIN ST

ROAD BLOCKS
NO PUBLIC
ACCESS

TENTH ST

ROAD BLOCKS

Enclosed
Trailer

Ambulance

PORTRAPOTTIE

BATHROOM
FACILITIES

CANOPY
JURGES

Distribution
Counter/
serving of
drinks

Beer Truck

Entrance/Exit
ID verification
Sale of drink tickets

BEER/WINE
GARDEN

There will be set-up for public
use the remaining area will
be for individuals with own
chairs. Note: All ages will be
allowed in area. It will not be
restricted to 21 yrs and older.

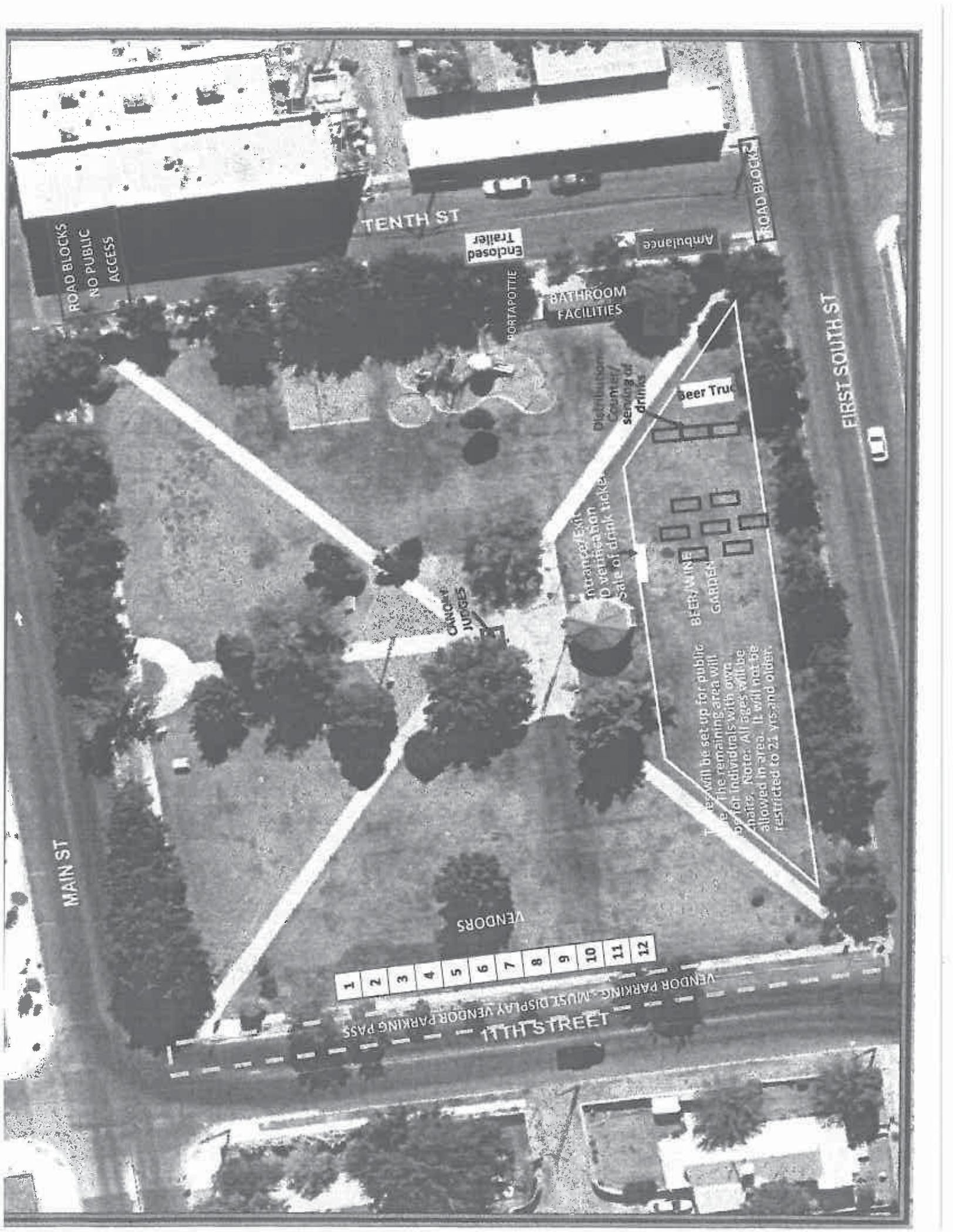
VENDORS

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12

VENDOR PARKING - MUST DISPLAY VENDOR PARKING PASS

11TH STREET

FIRST SOUTH ST





Staff Report

Agenda Item: **Special Event Liquor License** - Approval of a recommendation to the State Department of Liquor License and Control to approve a Fair/Festival Liquor License for Cottontucky LLC to participate in Clarktoberfest to be held on Saturday, October 3, 2015 from 12:00 P.M. to 9:00 P.M. at 900 - 1100 Main Street, Clarkdale, AZ.

Staff Contact: Kathy Bainbridge, Town Clerk-Finance Director

Meeting Date: September 22, 2015

Background: Joseph Bechard of Cottontucky LLC is requesting a Fair/Festival Liquor License for participation in Clarktoberfest to be held on Saturday, October 13, 2015 from 12:00 P.M. to 9:00 P.M. at 900 - 1100 Main 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 Fair/Festival Liquor License for Cottontucky LLC participation in Clarktoberfest to be held on Saturday, October 3, 2015 from 12:00 P.M. to 9:00 P.M. at 900 - 1100 Main 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

FOR DLLC USE ONLY	
License #:	
Date:	
Approved by:	

FAIR/FESTIVAL LICENSE APPLICATION
 A.R.S. §4-203.03 Farm Winery / A.R.S. §4-205.11 Craft Distillery
 A.R.S. §4-203.02 At Special Event

A service fee of \$25 will be charged for all dishonored checks (A.R.S. 44-6852). When the days of the fair/festival are not consecutive, a separate license for each uninterrupted period is needed.

SECTION 1 Application type:

Wine Fair Wine Festival Craft Distillery Fair Craft Distillery Festival

1. Applicant's Name: Joseph Bechard Contact Phone #: (928) 634-0443

2. Business name: Cottontucky LLC Liquor license #: 13133049
Farm Winery or Craft Distillery

3. Email: joe@chateautumbleweed.com

4. Mailing address: 1151 W State Route 89A Clarkdale AZ 86324
Street Address City State Zip Code

5. Location of fair/festival: 900 to 1100 Main Street Clarkdale AZ 86324
Street address City County Zip Code

SECTION 2 Fees, Date & Hours: \$15 per day

Winery festival days permitted: 50 licenses per winery per calendar year for a total of 150 days per winery per calendar year.

Craft Distillery festival days permitted: 25 licenses per craft distillery per calendar year for a total of 75 days per craft distillery per calendar year.

	Date	Day of Week	Start Time AM/PM	End Time AM/PM
1.	<u>October 3</u>	<u>Saturday</u>	<u>12PM</u>	<u>9PM</u>
2.	<u> </u>	<u> </u>	<u> </u>	<u> </u>
3.	<u> </u>	<u> </u>	<u> </u>	<u> </u>
4.	<u> </u>	<u> </u>	<u> </u>	<u> </u>
5.	<u> </u>	<u> </u>	<u> </u>	<u> </u>
6.	<u> </u>	<u> </u>	<u> </u>	<u> </u>
7.	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Please attach an additional sheet if necessary

SECTION 3 Site Owner Information:

1. Site owner name: Town of Clarkdale, Jodie Filardo Daytime Contact Phone #: (928) 639-2500
First Last
2. Site owner mailing address: 890 Main Street Clarkdale, AZ 86324
Street address City State Zip Code
3. Email Address: jodie.filardo@clarkdale.az.gov
-
-

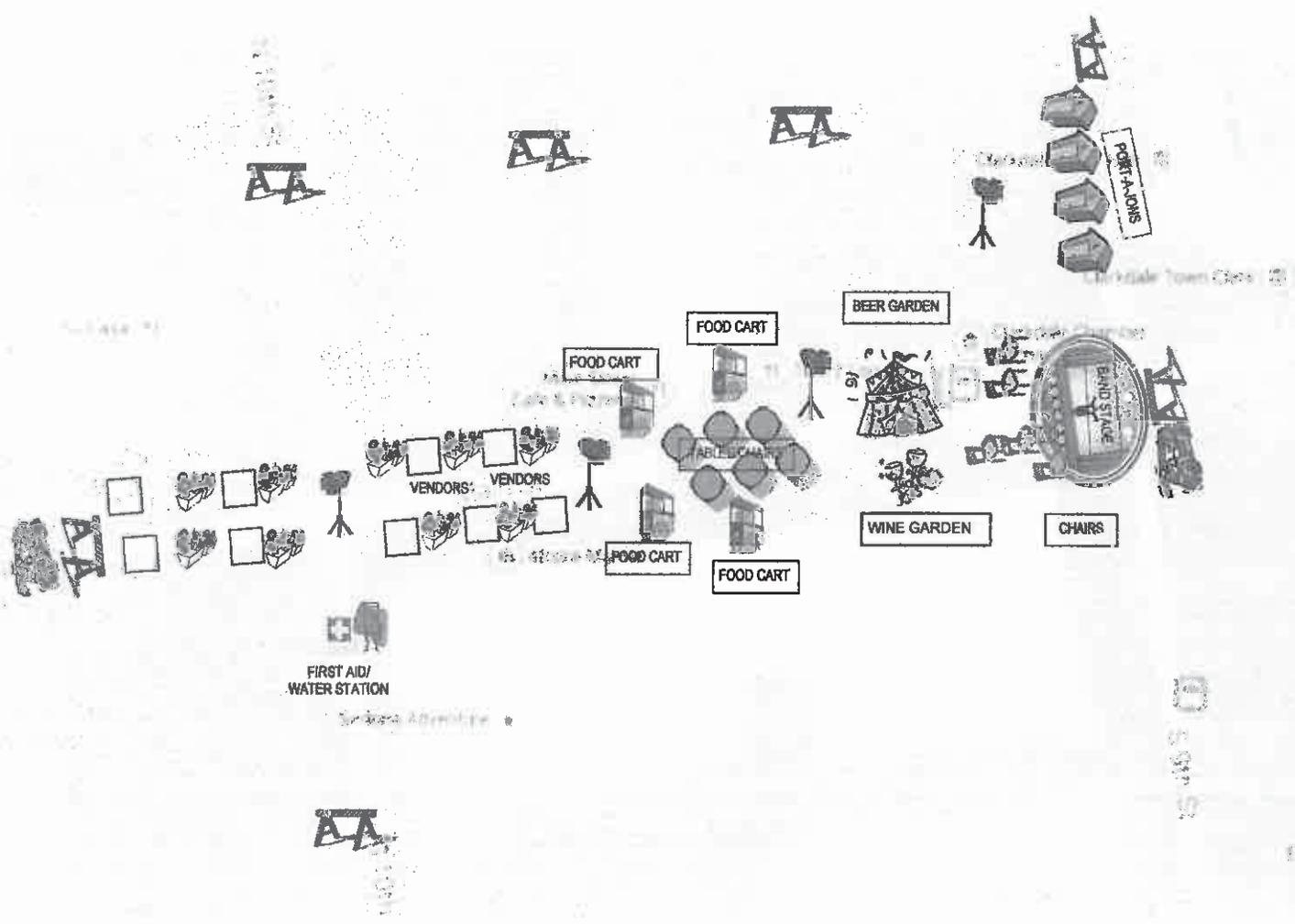
SECTION 4 To complete this application, all questions must be answered:

1. Have you received permission for use of the site for the sale/consumption of liquor from the site owner named in Section 3? Yes No
2. Will the liquor you sell/serve be products only manufacture/produced at your licensed premises names in Section 1? Yes No
3. List the number of Fair/Festival licenses you have been issued in the current calendar year 3
4. List the number of days you have held a licensed Fair/Festival in the current calendar year 0
5. What security and control measures will you take to prevent violations of state liquor laws at this event?
- 7 # of Police Officers on Site Fencing Yes No
- 6 # of Security Personnel on Site Barriers Yes No
6. I am familiar with and have read statutes for Arizona's fair/festival privileges, requirements and penalties? (Farm Winery A.R.S. §4-203.03, Craft Distillery A.R.S. §4-205.11, either being held at a Special Event A.R.S. §4-203.02) Yes No
7. I have taken responsible steps to ensure individuals operating the fair/festival licensed premises and employees who serve, sell or furnish liquor at this fair/festival have knowledge of Arizona liquor laws? (R19-1-302) Yes No

SECTION 5 Licensed premises diagram. The licensed premises for your fair/festival is the area you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license identified in Section 1, line #2 of this application. Use this page to draw a diagram of your special event licensed premise. Please include dimensions of the premises, serving areas, fencing, barricades, or other control measures and security positions.

See attached





CLARKTOBERFEST 2015 STREET LAYOUT

SECTION 6 This section to be completed only by the applicant named in section #1

I, Joseph Michael Bechard declare that I am the APPLICANT filing this application as listed in
(Print Full Name)

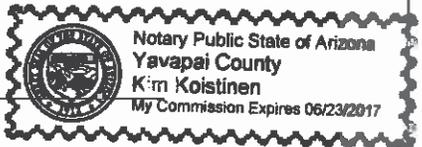
Section 8. I have read the application and the contents and all statements are true, correct and Complete.

X [Signature] Member 9-1-2015 (428)634-0143
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledge before me this 1st September 2015
Day Month Year

State Arizona County of Yavapai

My Commission Expires on: 6-23-17 [Signature]
Date Signature of Notary Public



The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

SECTION 7 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 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.

Cottontucky LLC
dba Chateau Tumbleweed
1151 State Route 89A
Clarkdale, AZ 86324

National Bank of Arizona
1 E. State Route 89A
Cottonwood, AZ 86326
91-532/1221

9-14-15

PAY TO THE ORDER OF Town of Clarkdale \$ 25.00
Twenty-five and ^{xx}/₁₀₀ DOLLARS

FOR Clarktober fest

W. H. H. H.

⑈001327⑈ ⑆122105320⑆ 0370012674⑈



Staff Report

Agenda Item: RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AMENDING RESOLUTION #1497, SETTING FEES FOR THE TOWN OF CLARKDALE, BY CREATING NON PROFIT ORGANIZATION FACILITY USE FEES AND COMMUNITY DEVELOPMENT AND PUBLIC WORK INSPECTION FEES - Approval of Resolution # 1505, a Resolution creating fees in the Town Fee Schedule.

Staff Contact: Beth Escobar Senior Planner

Meeting Date: September 22, 2015

Background: 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.



Staff Report

Facility Use Fees for the Clubhouse were updated in March of 2015 and did not include a fee for non-profit organizations. The practice has been that non-profit organizations request waivers for Clubhouse use fees which would come before the Town Council for approval without any continuity in the waiver amount. There has been an increase in the number of requests for waiver of the use fees which take additional staff time along with council action and makes the reservation timeline longer in order to calculate the facility use fee. A discount of \$15.00 per hour for non-profit organization use fee has been included in this fee schedule which is the same as the discounted facility use resident fee in an effort to expedite the reservation timeline and eliminate council action for each request.

As required pursuant to A.R.S. 9-499.15, a Notice of Intent to Impose or Increase Fees or Taxes was posted at least sixty days prior to the date the proposed new or increased fee is scheduled to be approved or disapproved by the Town Council.

Recommendation: Approval of Resolution # 1505, a Resolution of the Mayor and Common Council of the Town of Clarkdale, Arizona, amending Resolution #1497, Setting Fees for the Town of Clarkdale, by creating non-profit organization facility use fees and Community Development and Public Work inspection fees.



RESOLUTION # 1505

RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AMENDING RESOLUTION #1497, SETTING FEES FOR THE TOWN OF CLARKDALE, BY CREATING NON PROFIT ORGANIZATION FACILITY USE FEES AND COMMUNITY DEVELOPMENT AND PUBLIC WORK INSPECTION FEES BE IT RESOLVED, that the following price and fee structure is hereby revised as shown:

➤ **COMMUNITY DEVELOPMENT FEES:**

➤ <i>Inspection Fee for Projects Without an Active Building Permit</i>	\$78.00 per hour 2 hour minimum
--	--

➤ **PUBLIC WORKS FEES:**

➤ <i>Inspection Fee for Projects Within Town Right-a-Way or on Public Property</i>	\$78.00 per hour 2 hour minimum
--	--

➤ **FACILITY USE FEES - CLARK MEMORIAL CLUBHOUSE (Updated Resolution #1496 on 3/24/15)**

Cleaning, Damage and Key Deposit	
➤ <i>Ladies Lounge and Kitchen – Resident & Non Profit Organizations</i>	
0 - 8 consecutive hours Four (4) hour minimum	\$30.00/hour
➤ <i>Men's Lounge - Resident & Non Profit Organizations</i>	
0 - 8 consecutive hours Four (4) hour minimum	\$30.00/hour
➤ <i>Auditorium - Resident & Non Profit Organizations</i>	
0 - 8 consecutive hours Four (4) hour minimum	\$45.00/hour

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Clarkdale, Arizona, this 22nd day of September, 2015.

APPROVED:

ATTEST:

Doug Von Gausig, Mayor

Kathy Bainbridge, Town Clerk/Finance Director



Staff Report

Agenda Item: **LIQUOR LICENSE APPLICATION** – Discussion and consideration of a recommendation to the Arizona Department of Liquor License, for a Series 10 New Beer and Wine Store application from Sylvia Bourde, Charlotte Convenience, LLC, d/b/a Clarkdale Market located at 915 A Main St., Clarkdale, AZ.

Staff Contact: Kathy Bainbridge, Town Clerk-Finance Director

Meeting Date: September 22, 2015

Background:

Applicant: Sylvia Bourde, Charlotte Convenience, LLC d/b/a/ Clarkdale Market
Address: 915 A Main St., Clarkdale, AZ
Type of License: New 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.

The application from Sylvia Bourde is requesting a new Series 10 beer and wine store liquor license in Clarkdale. The store is located at 915A Main St., Clarkdale, AZ.

A.R.S. 4-203.F

If a person other than those persons originally licensed acquires control over a license or licensee, the person shall file notice of the acquisition with the Director within 15 business days after such acquisition of control and a list of officers, directors or other persons on a form prescribed by the Director.....On receipt of a notice of an acquisition of control or pre-investigation, the Director shall forward the notice within 15 days to the local governing body of the city or town. The Local Governing Body of the city, town or county may protest the

acquisition of control within sixty days based on the capability, reliability and qualification of the person acquiring control. If the Director does not receive any protests, the Director may protest the acquisition of control or approve the acquisition of control based on the capability, reliability and qualification of the person acquiring control.

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.

Recommendation: Staff recommends that the Town Council approve a recommendation to the State Department of Liquor License and Control to approve the Series 10 Liquor License for Sylvia Bourde, Charlotte Convenience LLC, d/b/a the Clarkdale Market located at 915A Main St., Clarkdale, AZ.

\$100 Application Fee
\$25 Fingerprint Fee



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

Application for Liquor License
Type or Print with **Black Ink**

SECTION 1 This application is for a:

- Interim Permit (Complete Section 5)
- New License (Complete Sections 2, 3, 4, 13, 14, 15, 16)
- Person Transfer (Complete Section 2, 3, 4, 12, 13, 14, 16)
- Location Transfer (Bars and Liquor Stores Only)
(Complete Section 2, 3, 4, 11, 13, 14, 16)
- Probate/ Will Assignment/ Divorce Decree
(Complete Sections 2, 3, 4, 9, 13, 14, 16)
(Fee not required)
- Government (Complete Sections 2, 3, 4, 10, 13, 16)
- Seasonal

SECTION 2 Type of Ownership:

- J.T.W.R.O.S. (Complete Section 6)
- Individual (Complete Section 6)
- Partnership (Complete Section 6)
- Corporation (Complete Section 7)
- Limited Liability Co (Complete Section 7)
- Club (Complete Section 8)
- Government (Complete Section 10)
- Trust (Complete Section 6)
- Tribe (Complete Section 6)
- Other (Explain) _____

SECTION 3 Type of license

LICENSE # 10133293

1. Type of License: Beer and wine store

APPLICATION FEE AND INTERIM PERMIT FEES (IF APPLICABLE) ARE NOT REFUNDABLE

A service fee of \$25 will be charged for all dishonored checks (A.R.S. § 44-6852)

SECTION 4 Applicants

1. Individual Owner/Agent's Name: Bearde Sylvia Elena P1074484
Last First Middle B1055648

2. Owner Name: Charlote Convenience L.L.C.
(Ownership name for type of ownership checked on section 2)

3. Business Name: Clarkdale Market B1052750
(Exactly as it appears on the exterior of premises)

4. Business Location Address: 915 A Main St. Clarkdale Az 86324 Yavapai
(Do not use PO Box) Street City State Zip Code County

5. Mailing Address: 511 Main St. (PO Box 454) Clarkdale Az 86324
(All correspondence will be mailed to this address) Street City State Zip Code

6. Business Phone: (928) 6-341314 Daytime Contact Phone: (928) 284 8475

7. Email Address: Clarkdale-market@gmail.com

8. Is the Business located within the incorporated limits of the above city or town? Yes No

9. Does the Business location address have a street address for a City or Town but is actually in the boundaries of another City, Town or Tribal Reservation? Yes No

If Yes, what City, Town or Tribal Reservation is this Business located in: _____

10. Total Price paid for Series 6 Bar, Series 7 Beer & Wine Bar or Series 9 Liquor Store (license only) \$ _____

Fees: <u>100.00</u>	Department Use Only		<u>22.00</u>	<u>\$ 122.00</u>
Application	Interim Permit	Site Inspection	Finger Prints	Total of All Fees
Is Arizona Statement of Citizenship & Alien Status for State Benefits complete? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
Accepted by: <u>SG</u>	Date: <u>8/19/15</u>	License # <u>10133293</u>		

SECTION 5 Interim Permit

- If you intend to operate business when your application is pending you will need an interim permit pursuant to ARS § 4-203.01
- There **MUST** be a valid license of the same type you are applying for currently issued to the location or for the replacement of a Hotel/Motel license with a Restaurant license pursuant to A.R.S. § 4-203.01.

1. Enter license number currently at the location: None

2. Is the license currently in use? Yes No If no, how long has it been out of use? _____

Attach a copy of the license currently issued at this location to this application.

I, _____ declare that I am the CURRENT OWNER, AGENT, OR CONTROLLING
(Print Full Name) PERSON on the stated license and location.

X _____
(Signature)

State _____ County of _____
 The foregoing instrument was acknowledged before me this

_____ day of _____
Day Month Year

My Commission Expires on: _____
Date

(Signature of Notary Public)

SECTION 6 Individual, Partnership, J.T.W.R.O.S, Trust, Tribe Ownerships

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE, AN "APPLICANT" TYPE FINGERPRINT CARD AND \$22 PROCESSING FEE FOR EACH CARD.

Individual

Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code

Is any person other than above, going to share in profit/losses of the business? Yes No
 If Yes, give name, current address, and telephone number of person(s). Use additional sheets if necessary.

Last	First	Middle	Mailing Address	City	State	Zip Code	Phone #

Partnership

Name of Partnership: _____

General-Limited	Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								

J.T.W.R.O.S (Joint Tenant with Rights of Survivorship)

Name of J.T.W.R.O.S: _____

Last	First	Middle	Mailing Address	City	State	Zip Code

SECTION 6 - continued

TRUST

Name of Trust: _____

Last	First	Middle	Mailing Address	City	State	Zip Code

TRIBE

Name of Tribal Ownership: _____

Last	First	Middle	Mailing Address	City	State	Zip Code

SECTION 7 Corporations/ Limited Liability Co

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE AN "APPLICANT" TYPE FINGERPRINT CARD AND \$22 PROCESSING FEE FOR EACH CARD.

Corporation Complete Questions 1, 2, 3, 4, 5, 6, and 7

L.L.C. Complete Questions 1, 2, 3, 4, 5, 6, and 7

- Name of Corporation/ L.L.C.: CHARLOTTE CONVENIENCE LLC
- Date Incorporated/Organized: 02/19/2015 State where Incorporated/Organized: Arizona
- AZ Corporation or AZ L.L.C File No: L19832020 Date authorized to do Business in AZ: 2/27/2015
- Is Corp/L.L.C. Non Profit? Yes No
- List Directors, Officers, Members in Corporation/L.L.C:

Last	First	Middle	Title	Mailing Address	City	State	Zip Code
<u>Bowde</u>	<u>Sylvia</u>	<u>Elena</u>	<u>Member</u>	<u>P.O. Box 454 Clarkdale</u>	<u>AZ</u>	<u>86324</u>	

(Attach additional sheet if necessary)

6. List all Stockholders / percentage owners who own 10% or more:

Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code
<u>Bowde</u>	<u>Sylvia</u>	<u>Elena</u>	<u>100%</u>	<u>P.O. Box 454 Clarkdale</u>	<u>AZ</u>	<u>86324</u>	

(Attach additional sheet if necessary)

7. If the corporation/ L.L.C are owned by another entity, attach an Organizational **FLOWCHART** showing the structure of the ownership. Attach additional sheets as needed in order to disclose the Officers, Directors, Members, Managers, Partners, Stockholders and percentage owners of those entities.

SECTION 13 Proximity to Church or School

Questions to be completed by all in-state applicants **EXCLUDING** those applying for a Series 5 Government, Series 11 Hotel/Motel, and Series 12 Restaurant licenses.

A.R.S. § 4-207 (A) and (B) state that no retailer's license shall be issued for any premises which are at the time the license application is received by the director, within three hundred (300) horizontal feet of a church, within three hundred (300) horizontal feet of a public or private school building with kindergarten programs or grades one (1) through (12) or within three hundred (300) horizontal feet of a fenced recreational area adjacent to such school building. The above paragraph DOES NOT apply to:

- a) Restaurant license (§ 4-205.02)
- b) Hotel/motel license (§ 4-205.01)
- c) Government license (§ 4-205.03)
- d) Fenced playing area of a golf course (§ 4-207 (B)(5))

1. Distance to nearest School: 0.5 Miles (if less than one (1) mile note footage) Name of School: Clarkdale Jerome School District No 3.
 Address: 1615 Main St. Clarkdale Az 86324

2. Distance to nearest Church: 0.1 Miles (if less than one (1) mile note footage) Name of Church: St. Thomas Episcopal Church.
 Address: 889 First South St. Clarkdale Az. 86324.

SECTION 14 Business Financials

1. I am the: Lessee Sub-lessee Owner Purchaser Management Company

2. If the premise is leased give lessors: Name: Baker Land Co LLC.
 Address: P.O. Box 562 Clarkdale Az. 86324
Street City State Zip

3. Monthly Rent/ Lease Rate: \$ 550 Monthly

4. What is the remaining length of the lease? 2 yrs 9 months

5. What is the penalty if the lease is not fulfilled? \$ 55.- or other: Returned \$450.- + 10%
(Give details-attach additional sheet if necessary)

6. Total money borrowed for the Business not including lease? \$ 0
 Please List Lenders/People you owe money to for business.

Last	First	Middle	Amount Owed	Mailing Address	City	State	Zip
			<u>Zero.</u>				

(Attach additional sheet if necessary)

7. What type of business will this license be used for (be specific)?

Beer and Wine Retail

8. Has a license or a transfer license for the premises on this application been denied by the state with in the past (1) year? Yes No If yes, attach explanation.

9. Does any spirituous liquor manufacture, wholesaler, or employee have an interest in your business? Yes No

10. Is the premises currently license with a liquor license? Yes No

If yes, give license number and licensee's name:

License #: _____ Individual Owner /Agent Name: _____
(Exactly as it appears on license)

SECTION 15 Restaurant or hotel/motel license applicants

- 1. Is there an existing Restaurant or Hotel/Motel Liquor License at the proposed location? Yes No
- 2. If the answer to Question 1 is YES, you may qualify for an Interim Permit to operate while your application is pending; consult A.R.S. § 4-203.01; and complete SECTION 5 of this application.
- 3. All Restaurant and Hotel/Motel applicants must complete a Restaurant Operation Plan form provided by the Department of Liquor Licenses and Control.
- 4. As stated in A.R.S. § 4-205.02. (H)(2), a Restaurant is an establishment which derives at least forty (40) percent of its gross revenue from the sale of food. Gross revenue is the revenue derived from sales of food and spirituous liquor on the licensed premises. By applying for this Restaurant Hotel/Motel, I certify that I understand that I must maintain a minimum of forty (40) percent food sales based on these definitions and have included the Restaurant Hotel/Motel Records Required for Audit form with this application.

(Applicant's Signature)

5. I understand it is my responsibility to contact the Department of Liquor Licenses and Control to schedule an inspection when all tables and chairs are on site, kitchen equipment, and, if applicable, patio barriers are in place on the licensed premises. With the exception of the patio barriers, these items are not required to be properly installed for this inspection. Failure to schedule an inspection will delay issuance of the license. If you are not ready for your inspection 90 days after filing your application, please request an extension in writing; specify why the extension is necessary; and the new inspection date you are requesting.

S.B.

(Applicant's Initials)

SECTION 16 Diagram of Premises

Check ALL boxes that apply to your business:

- Entrances/Exits Liquor storage areas **Patio:** Contiguous
- Walk-up windows Drive-through windows Non Contiguous

1. Is your licensed premises currently closed due to construction, renovation or redesign? Yes No
If yes, what is your estimated completion date? _____

Month/Day/Year

- 2. **Restaurants and Hotel/Motel** applicants are required to draw a detailed floor plan of the kitchen and dining areas including the locations of all kitchen equipment and dining furniture. Place for diagram is on section 16 number 6.
- 3. The diagram (a detailed floor plan) you provide is required to disclose only the area(s) where spirituous liquor is to be sold, served, consumed, dispensed, possessed or stored on the premises unless it is a restaurant (see # 3 above).
- 4. Provide the square footage or outside dimensions of the licensed premises. Please do not include non-licensed premises such as parking lots, living quarters, etc.

As stated in A.R.S. § 4-207.01 (B), I understand it is my responsibility to notify the Department of Liquor Licenses and Control when there are changes to the boundaries, entrances, exits, added or deleted doors, windows, service windows or increase or decrease to the square footage after submitting this initial diagram.

S.B.

(Applicant's Initials)

SECTION 16 Diagram of Premises – continued

6. On the diagram please show only the areas where spirituous liquor is to be sold, served, consumed, dispensed, possessed or stored. It must show all entrances, exits, interior walls, bars, hi-top tables, dining tables, dining chairs, dance floor, stage, game room, and the kitchen. DO NOT include parking lots, living quarters, etc. When completing diagram, North is up ↑.

If a legible copy of a rendering or drawing of your diagram of the premises is attached to this application, please write the words "DIAGRAM ATTACHED" in the box provided for the diagram on the application.

DIAGRAM OF PREMISES

DIAGRAM ATTACHED

NORTH



TOTAL SQUARE FT
560 ft²

ENTRANCE / EXIT

DOOR

Refrigerator
Sinks
Stoves

Countertop

Closet

DOOR

Hot
Water
Heater

SINKS

Beer Storage

Refrigerator
Beer

Kitchen

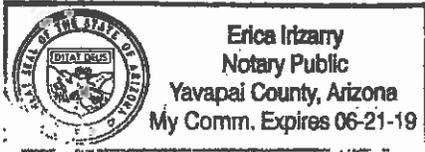
SOUTH

SECTION 17 SIGNATURE BLOCK

I, (Print Full Name) Sylvia Elena Bourde, hereby declare that I am the Owner/Agent filing this application as stated in Section 4 # 1. I have read this application and verify all statements to be true, correct and complete.

X (Signature) 

State of Arizona County of Yavapai

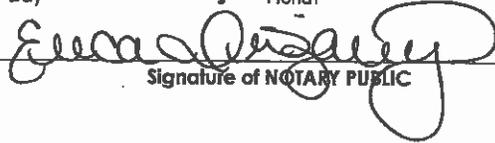


The foregoing instrument was acknowledged before me this

11th of August, 2015

Day Month Year

My commission expires on: 06/21/2019


Signature of NOTARY PUBLIC

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.

LIQUOR LICENSE APPLICATION REVIEW FORM

Applicant: Sylvia Bourde

Address: 915A Main St., Clarkdale AZ 86324

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

A.R.S. 4-203 states that "A spirituous liquor license shall be issued only after *satisfactory showing of the capability, qualifications and reliability* of the applicant and, with the exception of wholesaler, producer, government or club licensees, *that the public convenience requires and that the best interest of the community will be substantially served* by the issuance."

To determine whether public convenience requires and the best interest of the community will be substantially served by issuing or transferring a license at a particular licensed or unlicensed location, local governing authorities the following criteria:

* **Department Completing Form: All Departments Date: September 8, 2015**

1) Petitions and testimony from individuals who favor or oppose issuance of a license and who reside in, own, or lease property within one mile of the proposed Premises.

* We have received no written comments at this time; however our posted notice specifically states that "any person residing or owning or leasing property within a one-mile radius may contact the State Liquor Board in writing to register as a protestor."

2) Number and types of licenses within one mile of the proposed Premises.

* (2) Series 6: Newstand and 10/12 Lounge; (1) Series 7: Four Eight Wineworks; (1) Series 8: Verde Canyon Railroad; (2) Series 10: #1 Food Store and Verde Canyon Railroad; (3) Series 12: Su Casa, Main Street Cafe, and Verde Canyon Railroad; (1) Series 13: Four Eight Wineworks; (1) Series 14: Elks Club; Pending - (1) Series 7: Clarkdale Motel at Town Park

3) Evidence that all necessary use fees, licenses and permits for which the applicant is eligible at the time of application have been paid, obtained and are in compliance from the state and all other governing bodies.

* Clerk - License Application Review Fee is paid; CDD - no outstanding fees or compliance issues; Utilities - all permits and fees are current; PW - no fees or issues; Fire - no outstanding fees are owed; Police - No monies owed and no permits or licenses with PD

		Responsible Department				
	Clerk	CDD	PD	Utility	PW	FD
	X					
		X				
			X			
				X		
					X	
						X

4)	Residential and commercial population of the community and its likelihood of increasing or decreasing or remaining static.	Clerk	CDD	PD	Utility	PW	FD
*	Current population of 4,097 with a conservative growth rate emphasis of 2.5 percent annually.		X				
5)	Residential and commercial population density within one mile of the proposed premises.	Clerk	CDD	PD	Utility	PW	FD
*	Unknown		X				
6)	Evidence concerning the nature of the proposed business, its potential market, and its likely customers & zoning.	Clerk	CDD	PD	Utility	PW	FD
*	Property is zoned Central Business (Commercial). Retail sales of alcohol is a permitted use.		X				
7)	Effect on vehicular traffic within one mile of the proposed premises.	Clerk	CDD	PD	Utility	PW	FD
*	Police - no negative effects on traffic; Utility - based on current uses there should be no negative effects on traffic; PW - no negative impact noted; Fire - no expectations of negative impact on vehicular traffic			X	X	X	X
8)	Compatibility of the proposed business with other activity within one mile of the proposed premises.	Clerk	CDD	PD	Utility	PW	FD
*	Located in the Arts and Entertainment District established in 2013.		X				
9)	Effect or impact on the activities of businesses or the residential neighborhood that might be affected by granting a license at the proposed premises.	Clerk	CDD	PD	Utility	PW	FD
*	CDD - Located on one-block of commercial district. Commercial uses in this area have been in existence for over 100 years; Police - no significant effect.		X	X			



Staff Report

Agenda Item: A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, NAMING THE TRAIL SYSTEM LOCATED IN THE BIG SPRINGS NATURAL AREA OF THE VERDE RIVER @ CLARKDALE – Discussion and consideration of Resolution # 1506 naming the trail system located in the Big Springs Natural Area of the Verde River @ Clarkdale.

Staff Contact: Dawn Norman, Community Services Supervisor

Meeting Date: September 22, 2015

Background: On January 14, 2015, the Parks & Recreation Commission reviewed several names submitted for the trail system located at the Big Springs Natural Area. At that time, the Commission made a recommendation to Council to designate and name the trail loop as the Trail of Life, ensuring that an acknowledgement be given to the 6th Grade Class at Clarkdale-Jerome Elementary School for the name.

On February 10, 2015, the recommendation was brought forward to Council to consider and approve the name 'Trail of Life'. The Council was very supportive of requesting the Clarkdale-Jerome School 6th Grade Class to submit ideas for the name. There was concern with "Trail of Life" and how the name would be perceived without explanation. The thought was because the name submissions were made prior to receiving the history on the site that maybe if the class had that information along with the area name, the name submissions would be more in line with the area name. After discussion, it was decided to ask the class to re-submit 3 name choices to be considered by the Parks & Recreation Commission and Council.

The request was sent to the 6th Grade Class at Clarkdale-Jerome School. Mrs. Bustya's 6th Grade Class submitted the following name suggestions:

Cow Springs
Blooming Flower Trail
Verde Blue Trail
Crystal Spring Trail
Whispering Snake Trail
Hobo Spring Trail
Schoolhouse River Trail
The Little Spring Walk
The Historical River Trail
Tuzigoot's Retreat
Mesquite's Shadow

Mrs. Scott's class was not able to participate due to projects her class was already committed to.



Staff Report

On July 9, 2015, the Parks and Recreation Commission met and narrowed the list down to three names: Verde Blue Trail, Crystal Spring Trail, and Tuzigoot's Retreat. There was open discussion on each. The Commission agreed that Tuzigoot's Retreat may be confusing and could be perceived by the public that it is part of the Tuzigoot National Monument. The Commission continued to deliberate and concluded to Crystal Spring Trail.

The Parks and Recreation Commission would like to recommend to Council to name the trail system located in the Big Springs Natural Area the Crystal Spring Trail.

Recommendation: Approval of Resolution # 1506, A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, NAMING THE TRAIL SYSTEM LOCATED IN THE BIG SPRINGS NATURAL AREA OF THE VERDE RIVER @ CLARKDALE, THE CRYSTAL SPRING TRAIL.

RESOLUTION # 1506

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, NAMING THE TRAIL SYSTEM LOCATED IN THE BIG SPRINGS NATURAL AREA OF THE VERDE RIVER @ CLARKDALE.

WHEREAS, On January 14, 2015, the Parks & Recreation Commission reviewed several names submitted for the trail system located at the Big Springs Natural Area.

WHEREAS, On February 10, 2015, the recommendation was brought forward to Council to consider and approve the name 'Trail of Life'. The Council was very supportive of requesting the Clarkdale-Jerome School 6th Grade Class to submit ideas for the name, but there was concern with "Trail of Life" and how the name would be perceived without explanation; and

WHEREAS, the Parks & Recreation Commission decided to ask the class to re-submit choices to be considered by the Parks & Recreation Commission and Council and a request was sent to the 6th Grade Class at Clarkdale-Jerome School; and

WHEREAS, after the Parks and Recreation Commission narrowed the list submitted by Mrs. Bustya's 6th Grade Class down to three names: Verde Blue Trail, Crystal Spring Trail, and Tuzigoot's Retreat, the Commission concluded to Crystal Spring Trail.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Common Council of the Town of Clarkdale name the trail system located in the Big Springs Natural Area of the Verde River @ Clarkdale the Crystal Spring Trail.

PASSED AND ADOPTED this 22nd day of September, 2015 by the Mayor and Common Council of the Town of Clarkdale, Arizona.

APPROVED

ATTEST

Doug Von Gausig, Mayor

Kathy Bainbridge, Clerk/Finance Director



Staff Report

Agenda Item: **WORKSESSION REGARDING FORMATION OF A COMMUNITY SERVICES COMMISSION** – Discussion and direction to staff regarding actions and proposed changes required to create a new Community Services Commission.

Staff Contact: Janet Perry, HR/Community Services Director
Dawn Norman, Community Services Supervisor
Joni Westcott, Administrative Assistant II

Meeting Date: September 22, 2015

Background: By creating a Community Services Department in 2009, our organization began a consolidation of efforts and a focus on providing a variety of activities and services to the community as efficiently and creatively as possible. To now transition our existing Library Advisory Board and Parks & Recreation Commission to a single Community Services Commission is a pivotal step in that direction.

Town Code Section 17-1-5.A (Boards and Commissions; Powers and Duties) outlines “the functions of each board, committee or commission shall be determined by Council...”. In order to now provide framework for the new commission, this worksession is intended to review related Town Code sections and consider new Code text.

Existing Town Code Article 17-3:

Section 17-3-1 Establishment and Purpose of the Parks and Recreation Commission: The Parks and Recreation Committee shall serve at the appointment of the Town Council. It shall serve as the Clarkdale Parks and Recreation Commission:

A. To assist, counsel and aid the Town Council in the purchase, sale, lease or other method of acquiring or disposing of lands, structures and facilities for use as parks or recreational centers. This would include the responsibility to consider land purchases, sales and donations, recommending construction of recreation centers, lease of Town owned buildings, (Clark Memorial Clubhouse, pool and ballparks) or property by others and future planning for park needs.

B. To assist the Council in establishing general priorities, relating to park development and recreation programs. To assist in establishing a continuing plan for the Town’s park system involving research, comments and/or recommendations on parks and recreation-related matters.

C. To assist the Town Council on the policies, rules and regulations relating to the operation, use, care and maintenance of areas and structures owned, leased or otherwise acquired by the Town for use as parks and recreation centers, including:

1. Propose measures to repair or expand facilities to accommodate greater use.
2. Propose signing, fencing, or other measures the Town may undertake to prevent the facilities from being damaged or destroyed by unauthorized uses.

D. To assist the Town Council in establishing priorities at budget time relating to park acquisition, development and recreation programs.

E. Suggest/propose fees and/or fund raising ideas to finance expansion of development of parks and recreational facilities.

F. Make recommendations to the Town Council to receive, accept and acquire by gift, bequest or device real and personal property of every kind, nature and description in the name of the Town for park and recreational purposes, subject to the terms of such gift.

Existing Town Code Article 17-6:

Section 17-6-1 Establishment and Purpose of the Library Advisory Board: The Library Advisory Board shall serve at the appointment of the Town Council. It shall be the purpose of the Library Advisory Board:

A. To act as an advisory body to the Town Council for the purpose of establishing general priorities of the Clark Memorial Public Library.

B. To suggest/promote fund-raising ideas to finance projects in relation to the library operations.

The formation process will entail removing the above two sections from the Town Code and adding a new section providing determinations for the new Commission. The following text (italicized) is a result of staff's intent to include all points existing in both of the aforementioned Code sections, eliminate redundancies and add clarity; proposed for consideration:

17-3-1 Establishment and Purpose of the Community Services Commission: The Community Services Commission shall serve at the appointment of the Town Council. It shall act in an advisory capacity to the Town Council in matters pertaining to and in the advancement of sound Community Services planning and programming as follows:

A. Assist, counsel and aid the Town Council in the purchase, sale, lease or other method of acquiring or disposing of lands, structures and facilities for current or future use as libraries, parks or recreation.

B. Assist the Town Council in establishing general priorities and continuing plans relating to libraries, parks and recreation.

C. Assist the Town Council on policies, rules and regulations relating to the operation, use, care and maintenance of areas and structures owned, leased or otherwise acquired by the Town for use as libraries, parks and recreation.

D. Assist the Town Council in developing fees and revenues in support of libraries, parks and recreation.

E. Make recommendations to the Town Council regarding receipt, acceptance or acquisition by gift, bequest or device any real and personal property for libraries, parks and recreation.

Once the above Code details are established, staff is prepared to move forward with this timeline:

10/13/15	Ordinance reflecting affected Town Code changes presented to Council
11/16/15	Week of...interview prospective members for new Commission
12/8/15	Recommendations of new members to Council
Jan. 2016	Inaugural Community Services Commission regular meeting.

Recommendation: This item is for discussion and possible direction to staff to proceed with actions as presented.