



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

**Tuesday, November 10, 2015 at 6:00 P.M.
Clark Memorial Clubhouse, Men's Lounge**

PURSUANT TO A.R.S. §38-431.02, NOTICE IS HEREBY GIVEN to the members of the Common Council of the Town of Clarkdale and to the general public that the Town of Clarkdale Common Council will hold a Regular Meeting open to the public on **Tuesday, November 10, 2015, at 6:00 p.m.** in the **Clark Memorial Clubhouse, Men's Lounge, 19 N. Ninth Street, Clarkdale, Arizona.** Members of the Clarkdale Common Council will attend either in person or by telephone, video or internet conferencing. Pursuant to A.R.S. §38-431.03, the Council may vote to recess the meeting and move into Executive Session on any item, which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda.

Supporting documentation and staff reports furnished to the Council with this agenda are available for review on the Town website at www.clarkdale.az.gov 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 November 5, 2015 at 1:00 p.m.

Kathy Bainbridge
KATHY BAINBRIDGE
CLERK/FINANCE DIRECTOR

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

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

1. CALL TO ORDER

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

3. REPORTS

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

Mayor's Report
Vice-Mayor's Report
Councilmembers' Report
Town Manager's Report

Organizational Reports – Reports regarding regional organizations.

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

NACOG - Northern Arizona Council of Governments.

NAMWUA - Northern Arizona Municipal Water Users Association.

VRBP – Verde River Basin Partnership.

VVLP – Verde Valley Land Preservation.

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

4. **CONSENT AGENDA** - The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.
- A. **Approval of Minutes of the Common Council** - Approval of the minutes of the Regular Meeting held October 13, 2015 and Special Meeting October 27, 2015.
 - B. **Claims** - List of specific expenditures made by the Town during the previous month. October, 2015 check log and PPE dated October 3, 12 and 17, 2015.
 - C. **Board and Commission Minutes** – Acknowledgement of receipt of minutes and draft minutes of the previous month’s Board and Commission Meetings.
Board of Adjustments Notice of Cancellation of meeting October 28, 2015
Design Review Board minutes of the meeting held October 7, 2015
Planning Commission Notice of Cancellation of meeting October 20, 2015
Parks and Recreation Committee Notice of Cancellation of meeting October 14, 2015
 - D. **Request for Extension of the Financial Assurance Time Requirement for Wildhorse Acres Estates Minor Subdivision** - Approval for a request for extension of the financial assurance time requirement for Wildhorse Acres Estates Minor Subdivision.
 - E. **Special Event Liquor License for Made In Clarkdale**- Approval of a recommendation to the State Department of Liquor License and Control to approve a Special Event Liquor License for Made in Clarkdale event to be held on Thursday, December 3, 2015 from 5 – 7 p.m.; Friday, December 4, 2015 from 6 – 9 p.m.; and Saturday, December 5, 2015 from 4 – 7 p.m. at the Clark Memorial Clubhouse located at 19 N. Main Street, Clarkdale, AZ
 - F. **Special Event Liquor License for St. Joseph’s Catholic School**- Approval of a recommendation to the State Department of Liquor License and Control to approve a Special Event Liquor License for a St. Joseph’s Catholic School event to be held on Saturday, November 21, 2015 from 5 – 10 p.m. at the Clark Memorial Clubhouse located at 19 N. Main Street, Clarkdale, AZ.
 - G. **Resolution of the Mayor and Common Council of the Town of Clarkdale, Arizona, amending Resolution #1505, Setting Fees for the Town of Clarkdale, by creating Liquor License Review – Special Event – Fair/Festival License fees** - Approval of Resolution # 1508, a Resolution creating fees in the Town Fee Schedule

H. **Geotourism Values Proclamation** – Approval of a Proclamation recognizing and endorsing sustainable geotourism values.

NEW BUSINESS

5. **YAVAPAI COLLEGE PRESENTATION** – Dr. James Perey, Executive Dean for the Verde Valley Campus, will provide an update on Yavapai College, including, but not limited to the College’s Strategic Planning Process, its Vision and Goals (Ends), Strategic Initiatives, and Tuition and Fee Structure.
6. **YAVAPAI COLLEGE, DISTRICT 3, PRESENTATION** – Yavapai College District Governing Board Member and Verde Valley Board Advisory Committee Liaison Al Filardo will provide an update on the progress of the Verde Valley Board Advisory Committee, its community engagement plan, its recommendations to the Board and how it might move forward.
7. **PALISADES DRIVE MARICOPA EDGE PROJECT WITH FANN ENVIRONMENTAL UNDER A UNDER A JOB ORDER CONTRACT (JOC) FOR AN AMOUNT NOT TO EXCEED \$51,895.00 AND ISSUANCE OF A NOTICE TO PROCEED**– Discussion and possible action regarding the Palisades Drive edging project with Fann Environmental.
8. **AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, MOVING SECTION 7-11-8.1 DEVELOPMENT REVIEW ADJACENT TO PEAKS OR RIDGES TO SECTION 7-16-1 OF THE TOWN CODE; MOVING SECTION 7-11-8.2 DEVELOPMENT GUIDELINES FOR PEAKS AND RIDGES TO SECTION 7-16-2 OF THE TOWN CODE AND RENUMBERING SECTIONS 7-17 AND 7-18 AND ADDING SECTION 7-19, REPEALING CONFLICTING ORDINANCES AND PROVIDING FOR SEVERABILITY** – Discussion and possible action for Ordinance #370 regarding development review and guidelines for peaks and ridges.
9. **A RESOLUTION OF THE MAYOR AND THE TOWN COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED: “GRADING CODE”** – Discussion and consideration of Resolution #1509 declaring the “Grading Code” as a public record.
10. **AN ORDINANCE OF THE TOWN OF CLARKDALE, ARIZONA, MAKING CHANGES TO THE TOWN CODE BY ADOPTING BY REFERENCE THAT CERTAIN DOCUMENT ENTITLED THE “GRADING CODE” REPEALING CONFLICTING ORDINANCES; PROVIDING FOR PENALTIES; AND PROVIDING FOR SEVERABILITY** – Discussion and consideration of Ordinance #371, an ordinance adopting by reference Article 7-11-1 through 7-11-32 “Grading Code” .
11. **FUTURE AGENDA ITEMS** - Listing of items to be placed on a future council agenda
12. **ADJOURNMENT**

Persons with a disability may request reasonable accommodations by contacting the Town Hall at 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.

**Minutes of a Regular Session of the Common Council of the Town of Clarkdale
Held on Tuesday, October 13, 2015**

A Regular Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, October 13, 2015, at 6:00 P.M. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

CALL TO ORDER – Meeting was called to order at 6:00 P.M. by Mayor Von Gausig.

Town Council:

Mayor Doug Von Gausig
Vice Mayor Richard Dehnert
Councilmember Scott Buckley

Councilmember Bill Regner
Councilmember Curtiss Bohall

Town Staff:

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

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

Beth Escobar, Clarkdale resident and new member of Clarkdale Historical Society Board, shared Museum's most current newsletter and invited Council to attend speakers' event on November 13 at 2:00 p.m. at Sharlot Hall Museum. She encouraged membership and visitors to the museum.

Drake Meinke, Clarkdale resident and business owner, reported on recent festivals and activities in the Town as well as the positive responses from participants. Reported on recent river trip and highly recommended the trip.

REPORTS

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

Mayor's Report –

- 09/10/15: Met with Dillon from South by Southwest River Outfitters
- 09/24/15: Gave presentation on the Verde River to Prescott Audubon Society
- 09/26/15: Attended Crossroads at Mingus Grand Opening
- 09/30/15: Met with Kelsea MacIlroy, sociologist from Colorado State University, regarding conservation practices of river water;
 - Friends of the Verde River Greenway presentations at Yavapai College
- 10/01/15: Met with Max Licher, native plant specialist, at Big Spring Natural Area trailhead
 - Attended String of Pearls meeting
- 10/03/15: Attended and photographed Verde River Poker Run;
 - Attended 2nd Annual Clarktoberfest
- 10/04/15: Attended Big Spring volunteer appreciation at Big Spring Natural Area

Vice-Mayor's Report –

- 09/09/15: Attended MATForce Verde Valley Steering Committee meeting
- 09/10/15: Participated in Boards and Commissions interviews
- 09/19/15: Organizer and MC for Verde Valley Recovery Celebration
- 10/03/15: MC'd portion of Clarktoberfest program
- 10/04/15: Went to Washington, D.C. for National Council on Behavioral Health Hill Day – met with Representatives from Congressman Gosar and Congresswoman Kirkpatrick's offices regarding mental health issues

Councilmember Bohall's Report –

- 09/10/15: Attended Police Department Awards Dinner at Elks Club where Nicole Florisi was honored as Officer of the Year.
- 09/14/15: Participated in Board and Commission interviews
- 09/23/15: Attended Verde Valley Transportation Planning Organization meeting;
- 10/03/15: Attended Clarktoberfest
- 10/07/15: Attended NACOG Transportation Planning Advisory Committee teleconference
- 10/10/15: Attended Blues Alliance event in the Park

Councilmember Regner's Report –

- 09/10/15: Participated in Board and Commission interviews
- 09/14/15: Attended Verde Valley Land Preservation meeting;
 - Participated in Board and Commission interviews
- 09/15/15: Met with Supervisor Chip Davis regarding District 3 Supervisor race
- 09/16/15: Attended meeting of Verde Valley Board Advisory Committee
- 09/17/15: Met with Kent Jones from APS regarding the Verde Valley Forum on Education

- 09/25/15: Attended meeting with State Representative Bob Thorpe regarding clarification of the State Statutes governing community college taxing districts
- 09/26/15: Attended Crossroads at Mingus Open House
- 10/03/15: Attended Clarktoberfest
- 10/07/15: Attended meeting of Verde Valley Board Advisory Committee
- 10/10/15: Attended International Blues Competition in the park

Councilmember Buckley's Report –

- 09/25/15: Was a safety boater for Verde River Institute with Yavapai College
- 09/27/15: Participated in and led Allen Springs cleanup project and removed 48 cubic yards of trash and thanked participants: Clarkdale Police Department, Town of Clarkdale, Backus Construction, Bolton Drywall, Blazin' 'M' Ranch, Forest Service, Arizona Game and Fish, Stewards of Public Land, Tread Lightly and Main Street Café and Pizzeria.
- Attended multiple meetings with the Downtown Business Alliance regarding Clarktoberfest.

Town Manager's Report –

Announced the October events:

- Poker Run - 65 people participated in Poker Run and 90% were from out of town.
- Clarktoberfest
- Blues Alliance

Yet to come:

- Halloween festivities (volunteer opportunities before and during event)
- Several events upcoming hosted by Clarkdale Museum – tomorrow free public tour of Men's Lounge;
- Made in Clarkdale in December; a 4 day event December 3rd thru 6th

Received a letter in mail from One for the Verde – we are recipients of a \$5000 grant to support our Verde River Ambassador program

Organizational Reports – Reports regarding regional organizations.

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

- 9/23/15: VVTPO meeting - Discussions the State Route 260 project and Cottonwood's "89 and Vine Project"
- NACOG Teleconference – continued discussion relating to the resolution of support for State Route 189 project and the updating of I-17; Bohall reported that the Mayor from Page noted that after the Highway 89 collapse business in Page came to a standstill; after it was re-opened Page had a 30% increase in sales tax revenue

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

- No report.

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

- No report.

VRBP – Verde River Basin Partnership. Mayor Von Gausig –

- No report.

VVLP – Verde Valley Land Preservation. Councilmember Regner –

- 09/14/15: meeting and report on Sedona National Monument;
- Sedona Dells area (where Sedona wastewater plant is releasing treated effluent) – VVLP wants to push that land is left as natural area

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

- Met twice in last month – discussions on future plans; a long report has been submitted for the record

CONSENT AGENDA - The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.

- A. Approval of Minutes of the Common Council** - Approval of the minutes of the Regular Meeting held September 8, 2015 and Special Meeting September 22, 2015.
- B. Claims** - List of specific expenditures made by the Town during the previous month. September, 2015 check log and PPE dated 9/5/15 and 9/19/15.
- C. Board and Commission Minutes** – Acknowledgement of receipt of minutes and draft minutes of the previous month’s Board and Commission Meetings.
Board of Adjustments Notice of Cancellation of meeting September 23, 2015
Design Review Board Notice of Cancellation of meeting September 2, 2015
Planning Commission minutes of the meeting held September 15, 2015
Library Advisory Board Notice of Cancellation of meeting September 10, 2015
- D. Extra Mile Day Proclamation** – Approval of a Proclamation naming November 1, 2015 as Extra Mile Day, recognizing individuals and organizations who created positive change by “going the extra mile” and making a difference.
- E. Water Infrastructure Finance Authority (WIFA) Planning and Design Technical Assistance Agreement** – Approval of an agreement with WIFA regarding planning and design for upper town water main replacement project.

Mayor Von Gausig pulled item F.

Councilmember Regner moved to accept Consent Agenda items A-E as presented. Vice Mayor Dehnert seconded the motion and the motion passed unanimously.

- F. An Ordinance of the Mayor and Town Council of the Town of Clarkdale deleting Section 17-3 Parks and Recreation Commission, deleting Section 17-6 Library Advisory Board and recreating Section 17-3 Community Services Commission of the Clarkdale Town Code; repealing conflicting ordinances and providing for severability – Approval of Ordinance #369 creating a Community Services Commission.**

As a result of the September 22nd Worksession regarding the Library Advisory Board, Parks & Recreation Commission, and creation of a Community Services Commission, staff has included Council's requested edits to the new Town Code Section in the attached Ordinance. As an overview of the final version, changes in the example below show new text as bolded and underlined, omitted text crossed out:

17-3-1 Establishment and Purpose

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 (anything designed, built or installed to provide function or service)** for current or future use as **for** 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 devise any real and personal property for libraries, parks and recreation.

Additional 'housekeeping' edits to Section 17 will be needed as renumbering remaining Articles will be required in order to facilitate these changes.

Councilmember Regner moved to approve Ordinance #369, An Ordinance of the Mayor and Town Council of the Town of Clarkdale deleting Section 17-3 Parks and Recreation Commission, deleting

Section 17-6 Library Advisory Board and recreating Section 17-3 Community Services Commission of the Clarkdale Town Code; repealing conflicting ordinances and providing for severability effective December 31, 2015. Vice Mayor Dehnert seconded the motion and the motion passed unanimously.

NEW BUSINESS

CLARKDALE MAGISTRATE COURT UPDATE– An update to discuss the administration and operations of the Clarkdale Magistrate Court.

The Town Magistrate's employment contract contains provisions for an annual meeting with the Council in order to provide updates on the administration of the Clarkdale Magistrate Court. Judge Ramsey will be providing a summary presentation of the courts' operations to Council.

Magistrate Ron Ramsey and Court Clerk Cindy Tinall presented the annual update including new laws and current court activities. Reported on new laws, i.e.,

- Community service allowable credits
- Factors for consideration when setting bail
- Aggressive solicitation
- Misbranded drug offenses
- Defensive driving school allowances
- Domestic violence counseling programs

Ms. Tinall reported that since her appointment as civil traffic hearing officer she has been better able to provide efficient and more expedient customer service.

Online credit card payments are now in effect and working out well. Customers like it. No complaints about the fees.

Topics from limited jurisdiction included Rule 11 proceedings; attempt to keep a uniform bond schedule throughout Yavapai County.

OnBase scanner is in place and has saved a great deal of time in processing.

There was a discussion regarding the uses and purpose of court enhancement fees and the possibility of increasing those fees in Clarkdale.

Mayor Von Gausig asked for the fee of a base fine and then what the total would be after various surcharges. Ms. Tinall reported that the fine for the most common offense of going 10+ mph over the speed limit is \$148.30. The Town receives the base fine of about \$50+ and \$18.30 to court enhancement. The rest goes to the State. About 50-60% of offenders go to defensive driving school which is \$100. We keep \$90 of that. Mayor Von Gausig asked that the court send breakdown of civil traffic fees to the Town Manager to disburse to Council.

Discussion followed regarding the increase in workload for the court and the need for a part-time clerk.

This is an update and no action is required by Council.

PUBLIC HEARING REGARDING A CONDITIONAL USE PERMIT (CUP) APPLICATION FOR A RECREATIONAL VEHICLE (RV) PARK – a public hearing to gather input from the public regarding a CUP for a recreational vehicle (RV) park with a maximum of 70 spaces and supporting infrastructure. Assessor's parcel number is 400-07-005. Address: 551 Broadway. The subject property is approximately 9.75 acres and is zoned Commercial.

Applicant Gary Clouston is requesting a conditional use permit for a recreational vehicle (RV) park at 551 Broadway Street. This property has been previously developed for the Verde Valley Christian Church. Water, wastewater and electrical infrastructure is in place with grading of a portion of the site and installation of utility infrastructure. The applicant is proposing to limit development to this previously disturbed area.

Zoning and Vicinity

The subject property is zoned Commercial (C). Per Section 3-11.C.3 of the Zoning Code, campsites and recreational vehicle parks are listed as a conditional use.

The property is accessed off of Broadway Street, an arterial road as designated in the 2012 Clarkdale General Plan.

The property to the north of the subject parcel is zoned Commercial. Property to the south is zoned R2 (Single Family and Limited Multiple Family Residential). Property across Broadway is zoned R1 (Single Family Residential).

The subject property is designated as 'Neighborhood Commercial' in the 2012 Clarkdale General Plan. Neighborhood Commercial is defined as commercial retail and services providing surrounding neighborhoods and residents of Clarkdale with their basic day-to-day needs. The existing commercial zoning determines what uses may be allowed on the property, while the General Plan is a guiding document.

Application

Mr. Clouston is proposing an RV park with a maximum of 70 rental spaces. The plan is to open with 61 spaces with the possibility for future expansion. Rental spaces will be flexible to accommodate longer vehicles and shorter vehicles.

The proposed park will use only the area already disturbed on the site.

A 20-foot wide travel aisle will provide access throughout the RV Park. Additional parking for cars is incorporated into the shoulders of these travel aisles.

The site is designed with 'back-in' spaces along the boundary adjacent to existing homes to prevent headlights shining into the residential area.

Four buildings are proposed to be constructed on the site: a combination laundry/6 bathrooms with showers, an office, a recreation room and a maintenance shop. A pool is also proposed. Buildings will have a southwest design.

Each individual RV slot will have a connection to Town water and wastewater.

The existing chain link fence will be removed.

A stucco wall is proposed for the entrance along Broadway.

Mr. Clouston is requesting, as part of the conditional use permit, to place a manufactured home at the northeast corner of the developed area as a residence for him and his family. The packet includes samples of the type of modular homes the Cloustons are considering.

Internal Agency Review

The application was sent to the Public Works Department and Police Department for review. No concerns were expressed by either department.

Outside Agency Review

Review and permitting for any food market or food service and the semi-public pool will be required through the Yavapai County Health Department.

As a result of comments from the Fire District, the applicant will be installing a fire hydrant at the north end of the back row of RV slots. There is an existing fire hydrant in the right-of-way directly in front of the subject property. The second hydrant was requested to allow for the evacuation of the site in case of a wildland fire in the undeveloped area between the site and the Verde River.

Analysis

Town Regulations

Per Section 5-5 of the Town Zoning Code, the Planning Commission shall make findings on a conditional use permit application based on the following six elements:

1. **Applicable Regulations:** Those conditions necessary to assure compatibility of the development of the land in question will be consistent with the purpose of the Zoning Ordinance, Town of Clarkdale General Plan, other statute, and any ordinance or policies that may be applicable.

Staff Analysis – The proposed use is allowed in the Commercial District with a conditional use permit.

Advancing tourism opportunities is an identified goal of the 2013 Sustainable Community and Economic Development Plan.

2. **Bulk Regulations:** The site is adequate in size and topography to accommodate proposed use, population density, building height, lot coverage, setbacks, spaces, landscaping, fences and parking. That these elements are compatible with the general character of development in the vicinity of the proposed conditional use and are adequate to properly relate the proposed use with the existing land uses in the vicinity.

Staff Analysis – The 9.75-acre site is adequate to accommodate the proposed use. The proposed development will leave approximately 4 acres on the property untouched. The proposed site design of the project complies with setback requirements for the Commercial District.

3. **Performance:** That the location, design and operation characteristics of the proposed use are such that it will have minimal adverse impact on the livability, public health, safety, welfare, or convenience of persons residing or working in the vicinity, to adjacent property, to the neighborhood or to the public welfare in general in that the facility, once completed should not interfere with the day-to-day operations of the existing businesses.

Staff Analysis – The project does not present a health or safety issue to the surrounding neighborhood.

4. **Traffic Impacts:** The provisions for ingress and egress, public streets and traffic circulation are adequate, or can be upgraded through street improvements as a condition of approval.

Staff Analysis – The applicant’s engineer has provided an analysis of the traffic impact of this project. Per this investigation, the sight distances from both directions of travel are clear enough that a right-turn lane or a center turn lane are not warranted by the estimated traffic generated by the development.

The applicant’s engineer is recommending limiting exiting from the park for RVs to a right-turn only. The site distance for a left hand turn is adequate based on the existed posted speed limit of 45 mph. However, calculating the site distance requirements based on an estimated speed of 55 mph, the site distance is determined to be not adequate. This restriction will be enforced through signage and also included in the rental agreement. Cars and other vehicles of normal length would be permitted to turn left when exiting the park.

5. **Landscaping:** Landscaping, and/or fencing of the proposed development, assures that the site development will be compatible with adjoining area and with the intent of Town policies.

Staff Analysis – A draft landscaping plan has been included with the application. Because of the concerns of neighbors who are looking down on the project, the landscape plan includes a large number of evergreen trees along the property boundary facing Broadway and along the eastern edge of the development which is closest to existing residences. Arizona Cypress and Ash trees are proposed at each RV slot to provide screening and shade.

Landscape is proposed to be placed in the Town right-of-way parallel to Broadway to provide additional screening of the project. The applicant will be responsible for the maintenance of this landscaping. If the landscaping in the right-of-way needs to be removed for any reason by the Town, the Town is not responsible for its replacement.

Staff would note any principal permitted use in the commercial district, such as the previously proposed church or a large retail store or motel, would have the same visible impact. In this case neighbors would be looking down on the roof and associated HVAC and electrical equipment.

If the conditional use permit is granted, the landscape plan, along with the building design and sign package, will be reviewed by the Design Review Board (DRB) in a public meeting. The Texas Sage listed on the preliminary landscape plan is not on the Clarkdale Plant List and will need to be replaced prior to DRB review. The applicant will replace the sage per their presentation to the Planning Commission.

Staff is suggesting a condition of approval requiring the applicant to incorporate a rainwater harvesting/gray water system on-site to provide water for the landscaping as stated in the revised letter of intent.

6. **Nuisance:** That the proposed use will not create a hazard to persons and property from possible explosion, contamination, fire or flood. That the use will not create a nuisance arising from, but not limited to noise, smoke, odors, dust, vibrations, signage or illumination.

Staff Analysis – In staff’s opinion, the proposed development does not create a hazard. As stated in the Letter of Intent, Mr. Clouston and his family plan to live on the site and will provide 24-hour monitoring of the activity and safety of the site.

Lighting on the site will be minimal. All lighting will be fully shielded and comply with Chapter Eight of the Zoning Code. A lighting plan, including cut sheets of proposed lighting, will be required during design review.

Summary: In staff's opinion, and with the recommended conditions, the application is in compliance with the required findings for a Conditional Use Permit.

Public Participation

The applicant held a neighborhood meeting on July 10, 2015. Six property owners attended this meeting. Concerns were expressed regarding the visible impact to residents whose homes are located at a higher elevation than the project and about water use for the park. The neighbors also wanted to know about length of stay restrictions and whether tents would be allowed.

The property was posted prior to the Planning Commission meeting and notices were sent out to 24 property owners within 1,000 feet of the subject property. A public notice was published in the Verde Independent on August 2, 2015.

The Planning Commission held a public hearing on August 18, 2015. Eleven members of the public spoke at this meeting and one submitted an email that was read into the record by Director Filardo. A detailed record of the public's comments are included in the minutes for the August 18 Planning Commission meeting. A summary of the comments and concerns expressed includes:

- Privacy issues with RV guests being able to see into existing homes-
 - Staff comment: One of the applicant's team members has visited the site and been in contact with the neighbor who expressed this concern.
- Protection of existing dark skies-
 - Staff comment: All lighting on the project must conform to the Town of Clarkdale lighting ordinance and shall be fully shielded.
- Noise impact, especially at night-
 - Recommended condition of approval #2 requires the restriction of noise after 10:00 p.m. The property would be subject to the regulation of Section 10-1-11 of the Town Code regarding noise.
- Impact of additional traffic on Broadway since it is already difficult to make left hand turns in and out of residential areas-
 - Staff comment. The applicant completed a traffic study of the area. According to accepted traffic standards, no left or right turn lanes are warranted for this project.
- Project is an eyesore, a nicely designed building would be preferred-
 - Staff comment: The look of this project will be softened by proposed landscaping.
- Look of manufactured home-
 - Staff comment: The proposed home is a modular home. The applicant has included two representations of the type of home they are proposing.
- Water demand-
 - Staff comment: Water use should be mitigated through the use of rain watering harvesting and a grey water system.
- Degradation of view-
 - Staff comment: The majority of nearby residential properties are at higher elevations than the subject property.
- Protection of wildlife-
 - Staff comment: The project is using the already existing pad. Two riparian areas on either side of the project will be preserved.
- Potential trespass issues-

- Staff comment: No official trails are proposed that lead to the adjacent properties.
- Depreciation of property values-
 - Staff comment: The subject property is already zoned for commercial use. The installation of a commercial use should not impact current property values.
- Loss of water through evaporation at the pool-
 - Staff comments: The Town Building Code requires all pools be covered when not in use, reducing evaporation and energy loss.
 - Staff comment: In addition, the Planning Commission recommended the size of the pool be reduced from the 20 foot x 40 foot size the applicant is requesting to a 15 foot by 30 foot size.
- Potential for extended stays by RV guests-
 - Staff comment: The applicant plans to limit length of stay for guests.

Because of the concerns expressed at the Planning Commission meeting, this item has been scheduled for a second public hearing in front of Town Council.

Design Review and Site Plan Review

Per Section 11-1 of the Zoning Code, design review and site plan review is required for all new commercial development. This hearing will be scheduled if the application receives approval of the conditional use permit. During this next level of review, compliance with Town regulations such as the lighting ordinance and landscape ordinance shall be ensured. The details of the architectural presentation of the buildings and the manufactured home will also be reviewed as part of this process.

Planning Commission Recommendation:

At their August 18 meeting the Planning Commission unanimously voted to recommend approval of the conditional use permit application with the following recommended conditions:

1. A building permit shall be issued prior to construction of the buildings included in the proposal.
2. Prior to issuance of a building permit, applicant will record deeds and restrictions for this project which include prohibition against tents and camping, additions of canopies or shade structures to RV units, limiting length of stay and restricting noise after 10:00 p.m.
3. Prior to issuance of a certificate of occupancy, signage restricting RV exiting out of the park to right-turn only shall be installed.
4. All lighting shall be fully shielded and meet the requirements of Section Eight of the Zoning Code.
5. The applicant shall incorporate a rainwater harvesting plan and a greywater use plan into the final landscape plan.
6. The 4-inch fire hydrant shall be installed as shown on the site plan dated 7-31-15 prior to the issuance of a certificate of occupancy.
7. The applicant shall protect the fragility of the ravine.
8. The pool size shall be limited to 15 feet x 30 feet.

Community Benefits

The subject property has been an eyesore for several years. The proposed project will preserve the existing riparian areas plus plant native landscaping throughout the project.

RV parks are considered lodging per the Town of Clarkdale Tax Code and are subject to the three percent retail sales tax plus a two percent bed tax.

Senior Planner Beth Escobar presented information on this agenda item.

Mayor Von Gausig opened the discussion to public comment.

Joseph Rongo, Clarkdale resident, asked if recommendations could be read. (Escobar read recommendations.)

Mayor Von Gausig opened the discussion to public comment and the following persons addressed the Council:

Joseph Rongo, Clarkdale citizen, stated he would like to hear what “protection of the ravine” entails.

Nobe Trump, Clarkdale citizen, concerned about light and noise pollution; 10 p.m. seems very late for their neighborhood; concerned about impact on wildlife as the ravine has a lot of wildlife; privacy issues concerns; stated that this is not the type of business she would like to see in that area and feels it is unsightly.

Drake Meinke, Clarkdale resident – stated he would like Council to review the left hand turn lane. Stated he doesn’t feel there is a speeding problem at that place in Clarkdale that would only allow for right hand turns.

Jamie Rongo, Clarkdale resident – stated she wants to hear what proposals are being offered for the green area and said she is curious about manufactured home and what the zoning is for that area.

Sandy Brown, Clarkdale resident – stated that she is confused on where shade trees would be located according to the plan. She also asked if there was a proposal of building a fence or wall which would help to absorb light and noise. Also stated she wonders about what the defined length of stay would be.

Nobe Trump – concurred that she has concerns about the length of allowable stay.

Bob Haggert, Clarkdale resident – stated he refutes the prior statement that there are no speeding issues in that area and that he has observed highest speeds there. Also expressed concern about manufactured home status and said he doesn’t think they would be a positive addition for the area.

Mayor Von Gausig read a written public comment from Ray Selna who expressed support for the project.

This is a Public Hearing only, no Council action required.

Escobar clarified traffic engineer was provided with most current and they counted speed – they do have some documentation of excess speeds in that area. Landscaping and fencing will still go through Design Review and applicant has expressed that they will provide what neighbors want.

The Town does have residential zones that allow manufactured homes.

Mayor Von Gausig closed the public comment.

This is a Public Hearing only, no Council action required.

CONDITIONAL USE PERMIT (CUP) APPLICATION FOR A RECREATIONAL VEHICLE (RV) PARK – Discussion and possible action regarding a CUP for a recreational vehicle (RV) park with a maximum of 70 spaces and supporting infrastructure. Assessor's parcel number is 400-07-005. Address: 551 Broadway.

Council discussion followed regarding the project.

Councilmember Regner mentioned concerns about turn lanes and safety. Would like to explore turn lanes and acceleration lane. Stated that this property is what people see as they come into Clarkdale. Thinks noise restriction is an issue. Noises are undefined and are allowed too late at night. Wonders why there is only one egress and what happens in an emergency. The length of stay is of concern. Would like to see structures match other structures.

Councilmember Buckley asked and was informed that the area had been zoned commercial since 1976.

Vice Mayor Dehnert stated that he has stayed in many facilities such as what is being proposed and he believes that the length of stay should be more clearly defined and enforced. He stated that he was hearing that the neighbors concerns are around light, view shed and noise. He noted that the materials stated that generators would not be allowed. He further stated that these parks are usually quiet and peaceful and populated by people who are looking for a peaceful and quiet place to stay. Appreciates the economic benefits to the Town. Would like to work with the owners and encourage them to continue with this development.

Mayor Von Gausig summed up some concerns:

- Quiet time limitation with clear definitions of noise and enforcement
- Vegetation fence or wall
- Fire hydrant placement
- Length of stay
- Traffic

Town Manager Mabery stated that the time frame would be enforced by applicant and that the Town also has a “disturbing the peace” law that becomes a law enforcement issue in any neighborhood.

Applicant, represented by Krishan Kinige from Southwestern Environmental Consultants, discussed topics of concern presented by Council and public:

- Length of stay - they are proposing a stay of six (6) months maximum

- Retaining walls discussion
- Manufactured home term would eventually will be a permanent fixture that cannot be picked up and moved to another place
- Construction materials for home/structures
- Traffic and turn lanes
- Pool size should be 20 feet x 40 feet

Vice Mayor Dehnert moved for the approval of Gary Clouston's Conditional Use Permit for the Rain Spirit RV Park with the conditions as recommended by the Planning Commission and as amended by Council:

1. **A building permit shall be issued prior to construction of the buildings included in the proposal.**
2. **Prior to issuance of a building permit, applicant will record deeds and restrictions for this project which include prohibition against tents and camping, additions of canopies or shade structures to RV units, limiting length of stay to six (6) months and restricting noise after 9:00 p.m.**
3. **All lighting shall be fully shielded and meet the requirements of Section Eight of the Zoning Code.**
4. **The applicant shall incorporate a rainwater harvesting plan and a greywater use plan into the final landscape plan.**
5. **The 4-inch fire hydrant shall be installed as shown on the site plan dated 7-31-15 prior to the issuance of a certificate of occupancy.**
6. **The applicant shall protect the fragility of the ravine.**
7. **The pool size shall be limited to 20 feet x 40 feet.**

Councilmember Bohall seconded the motion.

Discussion followed regarding the traffic, signage and turn lanes.

Mayor Von Gausig called the question.

The motion carried 4 to 1 with Councilmember Regner opposing.

PUBLIC HEARING REGARDING A CONDITIONAL USE PERMIT APPLICATION FOR A MEDICAL TREATMENT FACILITY AT THE SEDONA WELLNESS-SCHOOL OF AYURVEDA MASSAGE - a public hearing to gather input from the public regarding a CUP application for a medical treatment facility at the Sedona Wellness-School of Ayurveda Massage (formerly known as the ASIS Massage School) to allow for certified professionals to provide massage,

health and wellness advice within the existing facility. Assessor's Parcel Number 400-07-026F. Address 414 Peace Garden Path (formally 701 South Broadway).

Mr. Joseph Rongo has managed the ASIS Massage School located on the subject property since its construction in 2000. The school operates under a conditional use permit (CUP) granted in 1999. The school has recently undergone a name change to Sedona Wellness-School of Ayurveda Massage.

The school continues to operate within the parameters of the granted CUP. Students at the facility provide massage services to outside clients as part of their training curriculum.

Mr. Rongo is requesting a second conditional use permit to allow teachers, alumni and professional therapists to provide massage and wellness services to clients at the facility.

Zoning and Vicinity

The subject property is zoned R2 – Single Family and Limited Multiple Family Residential. Per Section 3-4.C4 of the Zoning Code, hospitals are a conditional use in this zoning district. It is staff's determination that the proposed health and wellness treatments meets the broadest definition of a hospital as a facility where sick or injured people are given medical treatment.

The property is accessed off of Broadway Street, an arterial road as designated in the 2012 Clarkdale General Plan.

Property to the north of the subject parcel is zoned R2 (Single Family and Limited Multiple Family Residential). Property across Broadway is zoned R1 (Single Family Residential).

The subject property is designated as 'Neighborhood Commercial' in the 2012 Clarkdale General Plan. Neighborhood Commercial is defined as commercial retail and services providing surrounding neighborhoods and residents of Clarkdale with their basic day-to-day needs.

The property already contains an approximately 3,500 square-foot building. No additional construction is proposed related to this CUP request.

Application

The request is to allow medical professionals to provide health and wellness services to customers at the existing massage facility.

Internal Agency Review

The application was sent to the Public Works Department, Police Department and Yavapai County Health Department for review.

No objections were filed regarding this application.

Outside Agency Review

Yavapai County Health Department responded they had no concerns with this application.

The Clarkdale Fire District will treat this as a business occupancy. There are no additional requirements for this type of occupancy.

Public participation

The applicant sent a letter regarding the proposed expansion of services to all property owners within 1,000 feet.

Prior to the Planning Commission's review of this application, public notices were sent to 34 property owners and the property was posted on July 31st. A public notice was published in the Verde Independent on August 2, 2015.

On August 18, 2015 the Planning Commission conducted a public hearing on this application. There was no public comment regarding this conditional use permit application.

Mail outs were sent and the property was posted for this Town Council meeting. A public notice was published on Sunday, September 27th.

Analysis

Town Regulations

Per Section 5-5 of the Town Zoning Code, the Planning Commission shall make findings on a conditional use permit application based on the following six elements:

7. **Applicable Regulations:** Those conditions necessary to assure compatibility of the development of the land in question will be consistent with the purpose of the Zoning Ordinance, Town of Clarkdale General Plan, other statute, and any ordinance or policies that may be applicable.

Staff Analysis – The proposed use is allowed in the R2 District with a conditional use permit. The existing facility has operated at this location for over ten years without any issues.

8. **Bulk Regulations:** The site is adequate in size and topography to accommodate proposed use, population density, building height, lot coverage, setbacks, spaces, landscaping, fences and parking. That these elements are compatible with the general character of development in the vicinity of the proposed conditional use and are adequate to properly relate the proposed use with the existing land uses in the vicinity.

Staff Analysis – There will be no changes to the previously approved site plan or building related to this CUP request.

9. **Performance:** That the location, design and operation characteristics of the proposed use are such that it will have minimal adverse impact on the livability, public health, safety, welfare, or convenience of persons residing or working in the vicinity, to adjacent property, to the neighborhood or to the public welfare in general in that the facility, once completed should not interfere with the day-to-day operations of the existing businesses.

Staff Analysis – Per the applicant's letter of intent, a large increase of customers as a result of the new services being offered is not anticipated. Student enrollment in the massage school has dropped off, and the applicant hopes the new services being offered would help counter this decrease. Estimated occupancy during hours of operation is 8-26 people, including staff and customers. The maximum number reflects occupancy when school is in session. Hours of operation are 8:30 a.m. to 7:00 p.m., seven days a week. On-site parking is adequate to accommodate the maximum occupancy.

10. **Traffic Impacts:** The provisions for ingress and egress, public streets and traffic circulation are adequate, or can be upgraded through street improvements as a condition of approval.

Staff Analysis – No increase in traffic to the site is anticipated.

11. **Landscaping:** Landscaping, and/or fencing of the proposed development, assures that the site development will be compatible with adjoining area and with the intent of Town policies.

Staff Analysis – Landscaping is already in place.

12. **Nuisance:** That the proposed use will not create a hazard to persons and property from possible explosion, contamination, fire or flood. That the use will not create a nuisance arising from, but not limited to noise, smoke, odors, dust, vibrations, signage or illumination.

Staff Analysis – The proposed expansion of existing services does not create a hazard or nuisance.

Summary: In staff's opinion, and with the recommended conditions, the application is in compliance with the required findings for a Conditional Use Permit.

Future Expansion

Any expansion of the services proposed under this CUP request would require an additional hearing process. Any expansion proposing additional construction on the site would require design and site plan review in addition to CUP approval.

Planning Commission Recommendation:

At their August 18 meeting the Planning Commission unanimously voted to recommend approval of the conditional use permit application with the following recommended conditions:

9. Services provided shall be limited to those described in the Letter of Intent dated 7/14/15.
10. No additional construction shall be associated with this Conditional Use Permit.

Senior Planner Escobar presented information on this agenda item.

Vice Mayor Dehnert noted that the term "medical" would not be appropriate in this discussion but rather "certified massage therapist".

Mayor Von Gausig opened the discussion to public comment and read a letter written by Ray Selna in support of the application for Conditional Use Permit. There was no further public comment.

This is a Public Hearing only, no Council action required.

A CONDITIONAL USE PERMIT APPLICATION FOR A MEDICAL TREATMENT FACILITY AT THE SEDONA WELLNESS-SCHOOL OF AYURVEDA MASSAGE – Discussion and possible action regarding Joseph Rongo's CUP application for a medical treatment facility at the Sedona Wellness-School of Ayurveda Massage (formerly known as the ASIS Massage School) to allow for certified professionals to provide massage, health and wellness advice within the existing facility. Assessor's Parcel Number 400-07-026F. Address 414 Peace Garden Path (formally 701 South Broadway).

Vice Mayor Dehnert stated he had no objection to the application but is concerned about language used in report. Specifically the term "hospitals" and recommended other wording i.e., "wellness treatment facility". Mayor Von Gausig suggested the term "wellness treatment facility".

Escobar explained that the existing conditional use permit restricted services to the students for training and now they would like to expand the services to include non-students.

Councilmember Buckley moved for the approval of Conditional Use Permit for a Wellness Treatment Facility at the Sedona Wellness-School of Ayurveda Massage with the conditions as described in the staff report.

1. **Services provided shall be limited to those described in the Letter of Intent dated 7/14/15.**
2. **No additional construction shall be associated with this Conditional Use Permit.**

Councilmember Bohall seconded the motion and the motion carried unanimously.

After a five-minute recess, Mayor Von Gausig re-convened the meeting.

**PUBLIC HEARING REGARDING CHANGES TO THE TOWN ZONING CODE
CHAPTER 2: DEFINITIONS AND CHAPTER 3: ZONING DISTRICTS** – A public hearing to gather input from the public regarding changes to the Town Zoning Code definitions and zoning districts to include adoption of broad categories of uses, reconfiguring and standardizing the permitted uses list and moving some uses from conditional uses to permitted uses and eliminating the Town Center Commercial Zoning District.

The proposed changes to the commercial zoning districts were first presented to Council in July of this year. At that meeting staff was given direction to proceed with the changes as recommended by the Planning Commission except for those changes related to agricultural uses.

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

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

- Add the following uses to the Central Business, Commercial, Neighborhood and Highway Commercial District
 - **Community Gardens**
 - **Farmers Markets**
 - **Park and Ride Facilities**
- Adopt definitions for community supported agriculture and farmers markets.
- Allow alcohol service in restaurants in Highway and Neighborhood Commercial to standardize language across all commercial districts.
- Add **Artist Studios** as a separate, permitted use in Central Business District and Commercial District. Move from conditional use to permitted use in Neighborhood and Highway Commercial District.
- Add **Assisted living facilities including convalescent homes, hospice care and retirement centers** as a permitted use in all commercial districts. (Convalescent and retirement homes are currently a permitted use in the Central Business and Commercial District.)

- Standardize language to Bed and Breakfast Country Inn.
- Add Commercial, Trade or Vocational schools as permitted uses to Neighborhood and Highway Commercial Districts. (This category is currently a permitted use in the Commercial and Central Business District.)
- Consolidate wording for Convenience Stores/Filling Stations and add as a conditional use to all districts.
- Add Funeral Parlors without a crematorium to Central Business and Commercial Districts as a separate category removed from Personal Services and delete wording 'in keeping with the historic Clarkdale tradition' from the Neighborhood Commercial District.
- Delete Microbrewery, with or without food from Neighborhood and Highway Commercial. (This is covered under Manufacturing, production and assembly of boutique consumable products.)
- Add Manufacturing, production, and assembly of boutique consumable products to Neighborhood and Highway Commercial. (This is currently a permitted use in the Commercial and Central Business Districts.)
- Add Museums to Commercial and Central Business Districts. (This is a use we have in the Central Business District that is not specifically listed. Museums are listed as permitted uses in the Neighborhood and Highway Commercial Districts.)
- Add Park and ride facilities as a permitted use in Neighborhood Commercial, Commercial and Highway Commercial Districts. (A park and ride facilities differs from an automobile parking lot in two ways: it must be designed to accommodate a mass transit vehicle drop off/pick up space and cars may be parked for longer periods of time.)
- Add Parking lot as a permitted use to the Neighborhood and Highway Commercial Districts and change language from Automobile parking lot in the Central Business and Commercial Districts.
- Create separate category for Repair shops for household small appliances et. al. in all Commercial Districts.
- Consolidate language for Residential uses into one category including single family and multi-family and eliminate the 'excluding mobile homes and manufactured homes' language for all commercial districts. (Retain the height restrictions in Neighborhood and Highway Commercial.)
- Remove Storage facilities from publicly owned, etc., to separate category in Commercial District as a permitted use.
- Replace Self-storage units with Storage facilities in Highway Commercial and keep as a conditional use.
- Add Convenience stores/ with bulk storage of inflammable materials as a conditional use in Commercial District, add filling station language to this use in Commercial, Highway and Neighborhood Commercial, delete Filling station in Commercial and Highway
- Add child or adult language to Day Care Center (conditional use) in Commercial and Central Business Districts.
- Add Medical Facilities as a conditional use for all commercial districts. (Staff and the Planning Commission are suggesting this be added as a conditional use since the CUP process would allow discussion regarding items specific to a medical facility, such as hazardous material management.)
- Add Public Utilities as a conditional use in Commercial and Highway Districts.
- Add Religious Institutions as a permitted use to all four commercial zoning districts.

- Delete the words ‘without bars’ from the restaurants and sidewalk cafes category in Neighborhood Commercial and delete the wording ‘which do not serve alcohol ...’ from the Highway Commercial District.
- Delete Restaurants with bars as a secondary use from Highway Commercial.
- Move Taverns and Bars from a conditional use in Neighborhood and Highway Commercial to a permitted use and consolidate with the restaurant category.
- Delete Treatment facility as conditional use in Highway Commercial. This would be covered under medical facilities.
- Standardize language for wholesale establishments and move from a conditional use in the Highway Commercial District to a permitted use.
- Add the following to the conditional use section of every the Central Business and Commercial Districts: ‘Any use not listed but determined by the Community Development Director to be similar in commercial character and use.’ and standardize this language for all districts.

Town Center Commercial

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

Agricultural Uses

Staff is requesting more concise direction from Council regarding adding agricultural uses in commercial zones:

- Should agricultural uses be added as permitted uses or conditional uses for all types of crops with adoption of water restrictions?
- Should only vineyards be added as a permitted use or conditional use?
- Should community gardens that incorporate water conservation practices be allowed in all commercial districts?

Design and Site Plan Review

All new commercial development is required to receive design and site plan approval from the Design Review Board. This process not only addresses the look of the project, but through the review process, impacts on surrounding neighbors can be identified and mitigated.

Summary

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

Senior Planner Escobar presented information on this agenda item.

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

This is a Public Hearing only, no Council action required.

A RESOLUTION OF THE MAYOR AND THE TOWN COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED: "ZONING DISTRICT CODE" – Discussion and consideration of Resolution #1507 declaring the "Zoning District Code" as a public record.

Discussion followed regarding conditional and principal uses for medical facilities. Vice Mayor Dehnert suggested changing the term "medical facilities" to "licensed in-patient and out-patient medical facilities" it would include all medical-type facilities licensed by the State.

Vice Mayor Dehnert moved to adopt Resolution #1507, A Resolution Of The Mayor And The Town Council Of The Town Of Clarkdale, Arizona, Declaring As A Public Record That Certain Document Filed With The Town Clerk And Entitled: "Zoning District Code" with the following changes: In Central Business District, Item C. Conditional Uses Permitted, add "Licensed In-Patient and Out-Patient Medical Facilities; in the Commercial Zone, adding as a principal use, "Licensed In-Patient and Out-Patient Medical Facilities"; in Neighborhood Commercial, Item C. Conditional Uses Permitted, adding "Licensed In-Patient Medical Facility"; in Highway Commercial, adding as a Principal Use "Licensed In-Patient and Out-Patient Medical Facilities". Councilmember Buckley seconded the motion. The motion passed unanimously.

AN ORDINANCE OF THE TOWN OF CLARKDALE, ARIZONA, MAKING CHANGES TO THE TOWN ZONING CODE BY ADOPTING BY REFERENCE THAT CERTAIN DOCUMENT ENTITLED THE "ZONING DISTRICT CODE" REPEALING CONFLICTING ORDINANCES; PROVIDING FOR PENALTIES; AND PROVIDING FOR SEVERABILITY – Discussion and consideration of Ordinance #368, an ordinance adopting by reference Article 3-1 through 3-16 and Section 2-1 titled "Zoning District Code".

During the October 13, 2015 Council meeting, the Council will first consider the adoption of Resolution #1507 that articulates the details of the "Zoning District Code". If the Council supports the adoption of the "Zoning District Code", and has voted to make it a public record by adopting the previous Resolution, then the adoption of this proposed Ordinance would be the final step in the process to formally adopt the "Zoning District Code".

Town Manager Mabery stated that because the changes were made in the resolution and adopted, it is not required for Council to make the changes again for the ordinance.

Councilmember Regner moved to adopt Ordinance #368 as amended, An Ordinance Of The Town Of Clarkdale, Arizona, Making Changes To The Town Zoning Code By Adopting By Reference That Certain Document Entitled The "Zoning District Code" Repealing Conflicting Ordinances; Providing For Penalties; and Providing For Severability. Vice Mayor Dehnert seconded the motion and the motion passed unanimously.

NOTICE OF INTENT TO SET WASTEWATER RATES – Approval of a Notice of Intent to Set Wastewater Rates.

At Council's direction, the Town Staff requested funding from WIFA for a new wastewater treatment plant and to work with SEC to complete the design of the new WWTP.

WIFA is an independent agency of the State of Arizona and is authorized to finance the construction, rehabilitation, and/or improvement of drinking water and wastewater. On July 26, 2011 the Town Council approved debt authorization for the new WWTP in the amount of \$5,500,000 during a Special Council Meeting.

The Clean Waters funding application for the WWTP Project was submitted to WIFA on August 18, 2011. WIFA approved the Clean Waters funding application for \$5,500,000.00 at their September 18, 2011 WIFA Board Meeting and the first draw on the WIFA loan was submitted to WIFA on January 5, 2012. The amount to be financed from WIFA would be \$5,500,000.00 which will represent a rate increase of approximately \$25.00 over a five (5) year period to cover the additional debt.

Council approved four previous \$5.00 monthly sewer rate(s) increases which went into effect with the January 2012, 2013, 2014 and 2015 utility billings. A fifth (5th) sewer rate increase of \$5.00, which increase the sewer rate to \$53.00 per month is necessary in order to cover the debt service along with operation and maintenance costs for the new plant.

We currently have closed out the WIFA loan, using about \$5,156,000 of the WIFA funding available. Council approved the use of \$660,000 from developer obligations to pay down the principle on July 1, 2014 and provided direction to investigate the savings should WIFA approve another additional payment of \$860,000 from developer obligations prior to July 1, 2016.

During the 2016-2017 budget process we will use the preliminary amortization schedule based on making the additional \$860,000 payment in order to plan additional future rate increases needed for maintenance of the plant.

The Notice of Intent to Impose or Increase Fees or Taxes, as required by A.R.S. 9-499.15, for the fifth (5th) slated sewer rate increase was posted on September 7, 2015 in order to comply with providing notice at least sixty days prior to the date the proposed new or increased fee or tax is scheduled to be approved or disapproved at a meeting of the Clarkdale Town Council.

The Notice of Intent to Set Wastewater Rates will satisfy WIFAs initial requirements concerning commitment by the Town of Clarkdale to the repayment of the Clean Waters Loan that the Town has to fund the design and construction of this new WWTP.

The Notice of Intent to Set Wastewater Rates schedules the required public hearing in order to officially consider the wastewater rate increase before Council for discussion and consideration as required by A.R.S. 9-511.01.

September 7, 2015 Post Notice of Intent to Impose or Increase Fees or Taxes
(60 days prior to action by Council)

- October 13, 2015 Council Adopts Notice of Intent to Set Wastewater Rates at a Regular Council meeting.
- October 13, 2015 File report with data supporting the increase of rates with Town Clerk at least 30 days prior to the Public Hearing.
- October 18, 2015 Public Hearing Notice published in newspaper.
(Not less than 20 days prior to the public hearing.)
- November 24, 2015 Hold Public Hearing & Consider Adoption of Rates by Resolution.
(Not less than 30 days after adoption of Notice of Intent.)
- December 24, 2015 Rates become effective. (30 days after the adoption of the Resolution or upon specific future date)

Utilities/Public Works Director Wayne Debrosky presented information to the council on this agenda item. Amended dates on Notice of Intent are Hearing Date of December 8, 2015, earliest date for proposed rate structure to take effect is January 8, 2016, proposed amended wastewater user rate residential would be effective January 8, 2016, and commercial would also be January 8, 2016.

Councilmember Regner asked Debrosky to bring Council up to date on reasons for 5th rate increase and possible 6th rate increase. Debrosky stated that the 5th rate is required due to the reserve amount required by WIFA to be put aside to assure continued operations of Wastewater Plant. The other area that might necessitate a rate increase after this one is due to higher costs than previously anticipated in running the facility. The main cost is electricity. Mabery clarified that there would still be future rate increases but the series of five increases previously presented to Council dealt solely with the debt service. Future requests would be tied to operational expenses. Finance Director Bainbridge informed the Council that the annual electrical bill for the plant is approximately \$75,000.

Vice Mayor Dehenrt asked if there would be a remedy for this high energy usage and Debrosky stated that options were not cost effective at this time but continued efforts to conserve are continuously being reviewed.

Councilmember Buckley stated he would like to see more exploration in less need for future rate increases as it puts a huge financial strain on a lot of local businesses.

Councilmember Bohall moved for the approval of the Notice of Intent to Set Wastewater Rates. Vice Mayor Dehnert seconded the motion. The motion passed unanimously.

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

ADJOURNMENT – Without objection, Mayor Von Gausig adjourned the meeting at 9:05 P.M.

APPROVED:

ATTESTED/SUBMITTED:

Doug Von Gausig, Mayor

Kathy Bainbridge, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 13th day of October, 2015. I further certify that meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 2015.

SEAL

Kathy Bainbridge, Town Clerk

**Minutes of a Special Session of the Common Council of the Town of Clarkdale
Held on Tuesday, October 27, 2015**

A Special Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, October 27, 2015 at 3:00 P.M. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

CALL TO ORDER – Meeting was called to order at 3:03 P.M. by Mayor Von Gausig.

Town Council:

Mayor Doug Von Gausig

Vice Mayor Richard Dehnert

Councilmember Scott Buckley (absent)

Councilmember Bill Regner

Councilmember Curtiss Bohall

Town Staff:

Town Manager Gayle Mabery

Town Clerk/Finance Director Kathy Bainbridge

Community Services/Human Resources Director Janet Perry

Senior Planner Beth Escobar

Utilities/Public Works Director Wayne Debrosky

Police Chief Randy Taylor

Deputy Clerk Mary Ellen Dunn

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

There was no public comment.

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 – September, 2015
 - Capital Improvements Report – September, 2015
 - Magistrate Court Report – September, 2015
 - Water and Wastewater Report – August and September, 2015
 - Police Department Report – September, 2015

- B. **Town Manager annual evaluation process** – Approval of the review process for the Town Manager Annual Evaluation.

- C. **Intergovernmental Agreement between the Office of Manufactured Housing and the Town of Clarkdale** – Approval of the renewal of the Office of Manufactured Housing IGA.

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

NEW BUSINESS

WORKSESSION REGARDING CHAPTER 7, SECTION 11, EXCAVATION AND GRADING - Discussion regarding draft changes to Chapter 7, Section 11, Excavation and Grading of the Town Code.

In anticipation of an increasing number of development projects, and as part of the continuing review to update codes impacting development, the Public Works Department and Community Development Department have reviewed the existing Excavation and Grading section of Town Code and are suggesting several changes to this regulation.

This section of the Town Code was last amended in 2006.

Purpose:

Grading projects can be associated with new commercial or residential construction and new infrastructure or drainage projects. The purpose of the grading code is to regulate projects to prevent detrimental or hazardous situations and protect natural and historic areas, adjacent properties and neighborhoods, protect viewsheds and preserve existing native vegetation.

Review Process:

The staff team reviewing the existing regulation included the Town Manager, the Utility and Public Works Director, the Community Development Director and the Building Official.

In preparation for drafting changes to the grading regulation, staff researched the grading ordinances of the City of Sedona and Yavapai County. The Sedona City Engineer provided input and pointed out several standard clauses missing from our ordinance.

Mr. Krishan Ginige of SEC, acting as Town Engineer, has reviewed the draft document.

The Town Attorney has reviewed the document and provided comments.

Recommended Changes:

1. Rename the Section 'Grading and Drainage'
2. Reformat the entire document for logical flow of information
3. Update references to other codes
4. Assign discretionary ability to the Community Development Director or representative. In the current code various positions have been assigned this ability.
5. Add a definition for 'cut'.
6. Remove Section 7-11-5-1 and redefine permit requirements to include all projects involving dirt work except for specific exemptions listed in Section 7-11-7.

7. Add specific detailed requirements for permit application
8. Add a requirement for a Sedimentation Control and Stormwater Pollution Prevention Plan
9. Establish timelines for permit review and issuance
10. Expand the section on Financial Security to reflect same standards as subdivision regulations
11. Clarify requirements for protection of adjacent property section
12. Add new inspection fee to fee section
13. Add deposit for outside consultant fees to fee section
14. Add a reference to the plant list in the re-vegetation section
15. Remove sections titled ‘Development Review Adjacent to Peaks or Ridges’ and ‘Development Guidelines for Peaks and Ridges’ and move to separate section in Section 7. These sections encompass regulations broader than the grading code that are specific to only certain areas of Town.
16. Expand the Site Inspection Section to include the ability to terminate project
17. Add a section outlining requirements for a Notice of Intent/ADEQ permitting
18. Restate the appeals process

Senior Planner Escobar presented information on this agenda item and addressed questions from the Council.

Council would like to see more specific language in 7-11-7 Item J regarding dust pollution, i.e., who determines the definition of dust pollution and what rules would be in force, dust control resources (use terms “reclaimed” or “non-potable” as opposed to “effluent”).

Questions and discussions followed regarding grading and permit requirements.

This is a discussion item only and no Council action is required.

FISCAL YEAR 2015-2016 BUDGET UPDATE – A worksession to discuss the first quarter of the 2015-2016.

This budget update is designed to provide the Town Council with an overview of the current budget position, discuss current budget and revenue projections, and talk about key areas in the Town’s short term economic outlook.

Finance Director/Town Clerk Kathy Bainbridge presented information on this agenda item.

<u>Account</u>	<u>YTD Actual</u>	<u>% of Budget</u>
Streets – Revenue (w/o DF)	\$ 100,386.68	24.80%
Streets – Expenses (w/o DF)	\$ 63,628.45	15.72%
Wastewater – Revenue	\$ 149,852.74	24.76%
Wastewater – Expenses	\$ 139,222.45	23.01%
Sanitation – Revenue	\$ 75,379.73	25.73%
Sanitation – Expenses	\$ 70,574.54	24.09%

Water – Revenue	\$ 411,573.59	30.53%
Water – Expenses	\$ 315,760.06	23.42%
Cemetery – Revenue	\$ 14,180.52	33.23%
Cemetery – Expenses	\$ 8,816.29	20.66%
General Fund – Revenue (w/o DF)	\$ 585,960.89	17.07%
General Fund – Expenses (w/o DF)	\$ 633,281.78	18.45%

Vice Mayor Dehnert expressed appreciation for proactive approach to the projected decrease in local/construction sales tax revenues. Dehnert asked about the oversight the Arizona Department of Revenue has over local businesses and if they are audited to make sure they are paying their fair share. Bainbridge explained that the State has a department that does spot audits unless they are notified with a specific request for an audit. The Finance Department does follow larger construction projects for tax revenues and some local businesses for year to year comparisons.

This item is scheduled as a worksession only, and no official action is necessary from the council.

COMMERCIAL RIVER RUNNER CAPACITIES FOR THE VERDE RIVER @ CLARKDALE
– Consideration and possible action relating to the establishment of Commercial River Runner Capacities on the Verde River @ Clarkdale.

Commercial River Runner operations began for the first time on the Verde River @ Clarkdale in 2014, when we had 6,367 commercial customers served by two outfitters here in Clarkdale. As a result of the popularity of commercial recreational opportunities, the Town developed a Prospectus process to solicit outfitters who were interested in providing commercial services on the river during the 2015 season. The objectives of the permit process were to:

- Provide commercial recreational opportunities on the Verde River @ Clarkdale, for visitors and residents;
- Provide safe and enjoyable recreational experiences on the Verde River @ Clarkdale;
- Provide financial sustainability for the Verde River @ Clarkdale project and economic development opportunities for the Town of Clarkdale.

To provide guidance for the 2015 permitting process, on January 13, 2015, the Clarkdale Town Council established capacity limits for commercial river runner operations on the Verde River @ Clarkdale for the 2015 river season. During the discussion relating to establishing capacities, the Town Council agreed that it would be best to establish capacity limits on a year by year basis during the initial years of the Verde River @ Clarkdale project. The capacities established by the Town Council for the 2015 season were:

- Maximum capacity of 9,200 commercial customers during the 2015 season, allocated as follows:
 - 7,820 commercial recreational (maximum)
 - 1,380 commercial interpretive/educational (minimum)
- Maximum guided trip size of sixteen (16) people per trip, including trip guides.
- Maximum of up to thirty-six (36) unguided commercial recreational customers (in a vessel that meets the Arizona definition of a watercraft) per day.

- Maximum of 20% of the total commercial recreational capacity may be allocated for unguided commercial recreational customers.

On completion of the 2015 prospectus process, the Outfitter Permit Review Committee recommended issuance of permits to 4 commercial outfitters. Only two of those outfitter executed permits for the 2015 season, resulting in a significant reduction in commercial operations compared to the 2014 season.

Even with the reduced commercial use in 2015, it is known that competitive interest exists for commercial opportunities on the Verde River @ Clarkdale in 2016 and the Town of Clarkdale is once again using the prospectus process for selecting applicants and awarding permits for our remaining commercial capacity.

Please note, Commercial Outfitters who were awarded permits in 2015 and have demonstrated acceptable performance and compliance with their existing permits are eligible for reissuance of their permit for the upcoming calendar year. Staff is in the process of reissuing permits to both of our 2015 outfitters, and the capacity allocated to those outfitters will be deducted from what is offered in the 2016 Prospectus/Invitation to Bid. Additionally, the Town holds back 10% of the available capacity from our bid offerings so that we can accommodate special events and other uses throughout any given year. As a result, a maximum of 5,593 recreational customer units (a maximum of 500 of which may be unguided) and at least 442 guided interpretive/educational customer units will be available during the 2016 permit process. (If demand for guided interpretive/educational trips is in excess of the minimum amount available, the capacity needed to meet that demand may be deducted from the available capacity for recreational trips.)

At this time, the Town staff feels that the capacity limits established by the Town Council in 2015 sufficiently address our goal to maintain quality experiences for visitors and residents who recreate at the Verde River @ Clarkdale, while protecting, preserving and restoring the Verde River and its habitat. With this in mind, we are recommending no changes to the commercial capacities adopted in 2015.

Mayor Von Gausig declared a conflict of interest and turned the remainder of the meeting over to Vice Mayor Dehnert who introduced this agenda item.

Town Manager Mabery presented information on this agenda item.

Discussion followed regarding the different categories of river trip types, i.e., guided versus unguided. Mabery stated that due to the river capacity numbers coming back to the Council annually, experience will lead to setting those figures and allowing for more flexibility within this recommendation would not be necessary at this time.

Vice Mayor Dehnert opened the discussion to public comment. There was no public comment.

Councilmember Regner moved to establish the following 2016 Commercial River Runner Capacity:

- **Maximum capacity of 9,200 commercial customers during the 2016 season, allocated as follows:**
 - **7,820 commercial recreational (maximum)**
 - **1,380 commercial interpretive/educational (minimum)**
- **Maximum guided trip size of sixteen (16) people per trip, including trip guides.**

- Maximum of up to thirty-six (36) unguided commercial recreational customers (in a vessel that meets the Arizona definition of a watercraft) per day.
- Maximum of 20% of the total commercial recreational capacity may be allocated for unguided commercial recreational customers.

Councilmember Bohall seconded the motion and the motion passed unanimously.

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

ADJOURNMENT – Without objection Mayor Von Gausig adjourned the meeting at 4.41 P.M.

APPROVED:

ATTESTED/SUBMITTED:

Doug Von Gausig, Acting Mayor

Kathy Bainbridge, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 27th day of October, 2015. I further certify that meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 2015.

SEAL

Kathy Bainbridge, Town Clerk

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	Y	10/07/2015			073065		
C-CHECK	VOID CHECK	Y	10/06/2015			073076		
C-CHECK	VOID CHECK	Y	10/06/2015			073077		
C-CHECK	VOID CHECK	Y	10/06/2015			073093		
C-CHECK	VOID CHECK	Y	10/06/2015			073094		
C-CHECK	VOID CHECK	Y	10/20/2015			073134		
C-CHECK	VOID CHECK	Y	10/20/2015			073135		
C-CHECK	VOID CHECK	Y	10/20/2015			073136		
C-CHECK	VOID CHECK	Y	10/20/2015			073137		
C-CHECK	VOID CHECK	Y	10/20/2015			073138		
C-CHECK	VOID CHECK	Y	10/20/2015			073149		
C-CHECK	VOID CHECK	Y	10/21/2015			073152		

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00

VOID CHECKS:	12 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

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			12	0.00	0.00	0.00
BANK: *		TOTALS:	12	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0001	ARIZONA STATE RETIREMENT SYSTE							
I-LTDPPE 10032015	STATE RETIREMENT	D	10/07/2015	128.44		000000		
I-SR PPE 10032015	STATE RETIREMENT	D	10/07/2015	12,144.54		000000		
I-SRBPE 10032015	STATE RETIREMENT BUY BACK	D	10/07/2015	349.89		000000		12,622.87
0001	ARIZONA STATE RETIREMENT SYSTE							
I-LTDPPE 10172015	STATE RETIREMENT	D	10/21/2015	125.40		000000		
I-SR PPE 10172015	STATE RETIREMENT	D	10/21/2015	11,856.76		000000		
I-SRBPE 10172015	STATE RETIREMENT BUY BACK	D	10/21/2015	349.89		000000		12,332.05
0069	CITY OF COTTONWOOD							
I-797	CITY OF COTTONWOOD	D	10/27/2015	40,112.71		000000		40,112.71
0074	INTERNAL REVENUE SERVICE							
I-T1 PPE 10032015	FEDERAL TAXES	D	10/07/2015	5,523.76		000000		
I-T3 PPE 10032015	FICA WITHHOLDING	D	10/07/2015	8,774.06		000000		
I-T4 PPE 10032015	MEDICARE WITHHOLDING	D	10/07/2015	2,052.06		000000		16,349.68
0074	INTERNAL REVENUE SERVICE							
I-T1 WRELY101215	FEDERAL TAXES	D	10/13/2015	769.33		000000		
I-T3 WRELY101215	FICA WITHHOLDING	D	10/13/2015	482.76		000000		
I-T4 WRELY101215	MEDICARE WITHHOLDING	D	10/13/2015	114.30		000000		1,372.39
0074	INTERNAL REVENUE SERVICE							
I-T1 PPE 10172015	FEDERAL TAXES	D	10/21/2015	5,230.03		000000		
I-T3 PPE 10172015	FICA WITHHOLDING	D	10/21/2015	3,501.50		000000		
I-T4 PPE 10172015	MEDICARE WITHHOLDING	D	10/21/2015	1,988.30		000000		15,719.83
0294	CROP PRODUCTION SERVICES							
I-2C391453	CROP PRODUCTION SERVICES	R	10/06/2015	144.36		073056		144.36
0006	AMERICAN FAMILY LIFE ASSURANCE							
I-APRPPE 10032015	AFLAC	R	10/07/2015	104.86		073058		
I-AFSPPE 10032015	AFLAC POST TAX	R	10/07/2015	36.37		073058		141.23
0075	ARIZONA DEPARTMENT OF REVENUE-							
I-T2 PPE 10032015	13-050014X	R	10/07/2015	1,957.13		073059		1,957.13
0072	ARIZONA PUBLIC EMPLOYERS HEALT							
I-2HSPPE 10032015	HEALTH INSURANCE	R	10/07/2015	562.10		073060		
I-HSAPPE 10032015	HEALTH SAVINGS ACCOUNT	R	10/07/2015	3,003.19		073060		3,565.29
0009	ARIZONA PUBLIC SAFETY RETIREME							
I-FACPPE 10032015	SYSTEM 105	R	10/07/2015	600.45		073061		
I-FSRPPE 10032015	SYSTEM 105	R	10/07/2015	5,666.79		073061		6,267.24

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0017	ICMA RETIREMENT TRUST 457 I-ICMPPE 10032015	R	10/07/2015	1,199.38		073062		1,199.38
0655	TIPA CREF FINANCIAL SERVICES I-TIAPPE 10032015	R	10/07/2015	575.00		073063		575.00
0072	ARIZONA PUBLIC EMPLOYERS HEALTH							
	I-2ECPPE 10032015 HEALTH INSURANCE	R	10/07/2015	374.76		073064		
	I-2EFPPE 10032015 HEALTH INSURANCE	R	10/07/2015	570.91		073064		
	I-2ESPPE 10032015 HEALTH INSURANCE	R	10/07/2015	451.84		073064		
	I-CEFPPE 10032015 HEALTH INSURANCE	R	10/07/2015	1,675.33		073064		
	I-CEOPPE 10032015 HEALTH INSURANCE	R	10/07/2015	2,002.14		073064		
	I-CESPPE 10032015 HEALTH INSURANCE	R	10/07/2015	1,326.46		073064		
	I-HECPPE 10032015 HEALTH INSURANCE	R	10/07/2015	1,650.44		073064		
	I-HEFPPE 10032015 HEALTH INSURANCE	R	10/07/2015	3,771.66		073064		
	I-HEOPPE 10032015 HEALTH INSURANCE	R	10/07/2015	2,255.43		073061		
	I-HESPPE 10032015 HEALTH INSURANCE	R	10/07/2015	2,485.35		073064		
	I-OEOPPE 10032015 HEALTH INSURANCE	R	10/07/2015	333.69		073064		
	I-VECPPE 10032015 VISION INSURANCE	R	10/07/2015	16.08		073064		
	I-VEFPPE 10032015 VISION INSURANCE	R	10/07/2015	128.48		073064		
	I-VEOPPE 10032015 VISION INSURANCE	R	10/07/2015	49.70		073064		
	I-VESPPE 10032015 VISION INSURANCE	R	10/07/2015	52.57		073064		
	I-VLCPPE 10032015 LIFE INSURANCE	R	10/07/2015	0.32		073064		
	I-VLEPPE 10032015 LIFE INSURANCE	R	10/07/2015	54.20		073064		
	I-VLSPPE 10032015 LIFE INSURANCE	R	10/07/2015	4.60		073064		17,204.07
0216	ACCURATE WATER SOLUTIONS INC I-1898	R	10/06/2015	4,950.00		073066		4,950.00
0148	ALLPRINT I-20713	R	10/06/2015	1,301.64		073067		1,301.64
0010	ARIZONA PUBLIC SERVICE I-100115-0286	R	10/06/2015	3,967.82		073068		3,967.82
0010	ARIZONA PUBLIC SERVICE I-92515-5293	R	10/06/2015	7,288.76		073069		7,288.76
0020	BEYOND EXPRESS II I-100215	R	10/06/2015	206.70		073070		206.70
0056	BUG-ME-NOT PEST CONTROL I-092915A	R	10/06/2015	37.00		073071		
	I-092915B	R	10/06/2015	57.00		073071		94.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0683	CARUS CORPOPATION I-SLS10044650	R	10/06/2015	1,283.47		073072		1,283.47
0009	CLARKDALE CLASSIC STATION I-819	R	10/06/2015	10.00		073073		10.00
0883	CLARKDALE MARKET I-92L15	R	10/06/2015	147.67		073074		147.67
0192	COTTONWOOD AUTO PARTS, INC. C-053443	R	10/06/2015	8.06CR		073075		
	C-055691	R	10/06/2015	16.40CR		073075		
	I-053090	R	10/06/2015	51.61		073075		
	I-053209	R	10/06/2015	38.99		073075		
	I-053846	R	10/06/2015	20.11		073075		
	I-050354	R	10/06/2015	25.14		073075		
	I-053906	R	10/06/2015	48.68		073075		
	I-053905	R	10/06/2015	109.34		073075		
	I-054122	R	10/06/2015	31.01		073075		
	I-051600	R	10/06/2015	34.53		073075		
	I-055194	R	10/06/2015	14.10		073075		
	I-055196	R	10/06/2015	60.91		073075		
	I-055676	R	10/06/2015	107.73		073075		
	I-055682	R	10/06/2015	14.39		073075		
	I-055683	R	10/06/2015	49.27		073075		
	I-055692	R	10/06/2015	7.30		073075		
	I-056156	R	10/06/2015	18.12		073075		612.75
0200	ELLEN YATES I-100115-TRAVEL	R	10/06/2015	44.00		073078		44.00
0181	FOUR-D, LLC. I-525	R	10/06/2015	3,655.00		073079		3,655.00
0024	ANIXTER POWER SOLUTIONS LLC I-SE39175145.001	R	10/06/2015	92.30		073080		92.30
0093	HILL BROTHERS CHEMICAL CO. I-4411435	R	10/06/2015	1,115.71		073081		1,115.71
0379	JONES FORD VERDE VALLEY I-100073	R	10/06/2015	95.81		073082		95.81

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0534 I-123040	LC DISTRIBUTION LLC LC DISTRIBUTION LLC	R	10/06/2015	24.17		073083		24.17
0216 I-39046	HICKELSON & RAY, INC. HICKELSON & RAY, INC.	R	10/06/2015	2,060.00		073084		2,060.00
0343 I-2015198	PAINT BY STEVE PAINT BY STEVE	R	10/06/2015	1,000.00		073085		1,000.00
0161 I-SEP 2015	PATRIOT DISPOSAL, INC. PATRIOT DISPOSAL, INC.	R	10/06/2015	17,042.31		073085		17,042.31
0884 I-192765	PREFERRED PUMP PREFERRED PUMP	R	10/06/2015	7,104.50		073087		7,104.50
0886 I-33321	RED ROCK COLLISION RED ROCK COLLISION	R	10/06/2015	318.50		073088		318.50
0339 I-9302015	TOMMY SHORT TOMMY SHORT	R	10/06/2015	60.00		073089		60.00
0030 I-753090	USA BLUEBOOK USA BLUEBOOK	R	10/06/2015	257.59		073090		257.59
0790 I-2072	VERDE RIVER VALLEY NATURE ORGA VERDE RIVER VALLEY NATURE ORGA	R	10/06/2015	350.00		073091		350.00
0002 I-276562	VERDE VALLEY HARDWARE	R	10/06/2015	127.34		073092		
I-276640	VERDE VALLEY HARDWARE	R	10/06/2015	16.38		073092		
I-276677	VERDE VALLEY HARDWARE	R	10/06/2015	26.67		073092		
I-276690	VERDE VALLEY HARDWARE	R	10/06/2015	6.55		073092		
I-276772	VERDE VALLEY HARDWARE	R	10/06/2015	25.14		073092		
I-276810	VERDE VALLEY HARDWARE	R	10/06/2015	3.26		073092		
I-276847	VERDE VALLEY HARDWARE	R	10/06/2015	26.31		073092		
I-276870	VERDE VALLEY HARDWARE	R	10/06/2015	2.97		073092		
I-276871	VERDE VALLEY HARDWARE	R	10/06/2015	2.72		073092		
I-276880	VERDE VALLEY HARDWARE	R	10/06/2015	84.88		073092		
I-276896	VERDE VALLEY HARDWARE	R	10/06/2015	62.95		073092		
I-276916	VERDE VALLEY HARDWARE	R	10/06/2015	11.46		073092		
I-277024	VERDE VALLEY HARDWARE	R	10/06/2015	30.02		073092		
I-277047	VERDE VALLEY HARDWARE	R	10/06/2015	31.67		073092		
I-277096	VERDE VALLEY HARDWARE	R	10/06/2015	26.77		073092		
I-277213	VERDE VALLEY HARDWARE	R	10/06/2015	15.30		073092		
I-277407	VERDE VALLEY HARDWARE	R	10/06/2015	2.49		073092		
I-277602	VERDE VALLEY HARDWARE	R	10/06/2015	6.55		073092		
I-277660	VERDE VALLEY HARDWARE	R	10/06/2015	42.37		073092		
I-277791	VERDE VALLEY HARDWARE	R	10/06/2015	30.04		073092		563.04

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0032	VERDE VALLEY HUMANE SOCIETY VERDE VALLEY HUMANE SOCIETY	R	10/06/2015	660.75		073095		668.75
0182	WAYNE DEBROSKY WAYNE DEBROSKY	R	10/06/2015	44.00		073095		44.00
0875	YVONNE SCHULTZ YVONNE SCHULTZ	R	10/06/2015	45.69		073097		45.69
0018	ARIZONA DEPARTMENT OF REVENUE ARIZONA DEPARTMENT OF REVENUE	R	10/06/2015	10,804.86		073098		10,804.86
0075	ARIZONA DEPARTMENT OF REVENUE- I-T2 WRELY101215 13-052014K	R	10/13/2015	165.55		073099		165.55
0216	ACCURATE WATER SOLUTIONS INC ACCURATE WATER SOLUTIONS INC	R	10/13/2015	3,484.33		073100		3,484.33
0491	ARIZONA NORTHERN EQUIPMENT, IN ARIZONA NORTHERN EQUIPMENT, IN	R	10/13/2015	11,268.43		073101		11,268.43
0019	ARIZONA STATE TREASURER ARIZONA STATE TREASURER	R	10/13/2015	2,609.14		073102		2,609.14
0081	BIG O TIRES BIG O TIRES	R	10/13/2015	69.95		073103		69.95
0058	CENTURY LINK CENTURY LINK	R	10/13/2015	1,154.46		073104		1,154.46
0009	CITY OF COTTONWOOD CITY OF COTTONWOOD	R	10/13/2015	2,478.00		073105		2,478.00
0045	CLARKDALE MAGISTRATE COURT CLARKDALE MAGISTRATE COURT	R	10/13/2015	70.00		073106		70.00
0885	EPIC OUTDOOR CINEMA LLC EPIC OUTDOOR CINEMA LLC	R	10/13/2015	13,003.00		073107		13,003.00
0615	FANN ENVIRONMENTAL LLC FANN ENVIRONMENTAL LLC	R	10/13/2015	70,000.00		073108		70,000.00
0700	LACHER HYDROLOGICAL CONSULTING LACHER HYDROLOGICAL CONSULTING	R	10/13/2015	4,053.60		073109		4,053.60

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0025	LEGEND TECHNICAL SVC OF AZ, IN							
I-1513911	LEGEND TECHNICAL SVC OF AZ, IN	R	10/13/2015	209.00		073110		
I-1513921	LEGEND TECHNICAL SVC OF AZ, IN	R	10/13/2015	122.00		073110		
I-1514107	LEGEND TECHNICAL SVC OF AZ, IN	R	10/13/2015	149.00		073110		480.00
0053	NACKARD PEPSI COLA							
I-354738	NACKARD PEPSI COLA	R	10/13/2015	62.75		073111		62.75
0049	NICE JONS, INC							
I-13859	NICE JONS, INC	R	10/13/2015	71.50		073112		71.50
0590	OCEAN BLUE CAR WASH							
I-SEP 15 CAR WASH	OCEAN BLUE CAR WASH	R	10/13/2015	127.00		073113		127.00
0646	PRAXAIR DISTRIBUTION INC							
I-53763174	PRAXAIR DISTRIBUTION INC	R	10/13/2015	714.98		073114		
I-53763226	PRAXAIR DISTRIBUTION INC	R	10/13/2015	129.26		073114		
I-53350095	PRAXAIR DISTRIBUTION INC	R	10/13/2015	1,490.13		073114		2,334.37
0095	RDO EQUIPMENT CO							
I-P61948	RDO EQUIPMENT CO	R	10/13/2015	328.07		073115		328.07
0095	RDO EQUIPMENT CO							
I-P61949	RDO EQUIPMENT CO	R	10/13/2015	148.13		073116		148.13
0296	RON EKHOLM							
I-100415SLC	RON EKHOLM	R	10/13/2015	102.00		073117		102.00
0223	RURAL WATER ASSOCIATION OF ARI							
I-4192	RURAL WATER ASSOCIATION OF ARI	R	10/13/2015	475.40		073118		475.40
0334	STAPLES ADVANTAGE, INC							
I-3278974522	STAPLES ADVANTAGE, INC	R	10/13/2015	45.53		073119		
I-3278974525	STAPLES ADVANTAGE, INC	R	10/13/2015	42.86		073119		88.44
0033	VERIZON WIRELESS							
I-9752320964	VERIZON WIRELESS	R	10/13/2015	474.91		073120		474.91
0042	WASTE MANAGEMENT							
I-0012528-1556-6	WASTE MANAGEMENT	R	10/13/2015	152.62		073121		152.62
0158	YAVAPAI COUNTY FINANCE DEPARTM							
I-SEP 15 IC JAIL	YAVAPAI COUNTY FINANCE DEPARTM	R	10/13/2015	15.23		073122		15.23

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0316 I-87507	ZEROWASTE USA, INC ZEROWASTE USA, INC	R	10/13/2015	171.75		073123		171.75
0054 I-SEP 15 FUEL	#1 FOOD STORE #1 FOOD STORE	R	10/20/2015	2,837.09		073124		2,837.09
0054 I-22959	1ST CLASS HOSTING LLC 1ST CLASS HOSTING LLC	R	10/20/2015	5.00		073125		5.00
0325 I-51801310062015	A BETTER CONNECTION A BETTER CONNECTION	R	10/20/2015	137.00		073126		137.00
0063 I-4011350451	BAKER & TAYLOR BAKER & TAYLOR	R	10/20/2015	16.30		073127		16.30
0020 I-100915 I-101015	BEYOND EXPRESS II BEYOND EXPRESS II BEYOND EXPRESS II	R R	10/20/2015 10/20/2015	241.02 372.06		073128 073128		613.08
0081 I-64136 I-64137	BIG O TIRES BIG O TIRES BIG O TIRES	R R	10/20/2015 10/20/2015	102.85 140.63		073129 073129		323.48
0015 I-36186	BOYLE, PECHARICH, CLINE, WHITT BOYLE, PECHARICH, CLINE, WHITT	R	10/20/2015	2,135.38		073130		2,135.38
0523 I-02515LIB	CABLE ONE CABLE ONE	R	10/20/2015	40.00		073131		40.00
0058 I-1353838530-0459	CENTURY LINK CENTURY LINK	R	10/20/2015	52.47		073132		52.47
0068	CHASE CREDIT CARD SERVICES							
C-INT CHG REV	CHASE: CHASE	R	10/20/2015	64.05CR		073133		
C-SH40P	CHASE: ORLEANS HOTEL	R	10/20/2015	44.80CR		073133		
C-VHZWMI	CHASE: ORLEANS HOTEL	R	10/20/2015	44.80CR		073133		
I-0032873	CHASE: HOME DEPOT	R	10/20/2015	90.13		073133		
I-01605G	CHASE: SEARS	R	10/20/2015	81.98		073133		
I-023355	CHASE: EXPRESS STOP	R	10/20/2015	25.90		073133		
I-02419G	CHASE: LOVES TRAVEL	R	10/20/2015	36.50		073133		
I-028199	CHASE: EXXONMOBIL	R	10/20/2015	25.67		073133		
I-03201	CHASE: AZ TOWN HALL	R	10/20/2015	100.00		073133		
I-03203	CHASE: AZ TOWN HALL	R	10/20/2015	555.00		073133		
I-04749G	CHASE: #1 SANDWICH SHOP	R	10/20/2015	150.75		073133		
I-04918G-1	CHASE: QUIKTRIP	R	10/20/2015	16.66		073133		
I-05248G	CHASE: WALMART	R	10/20/2015	8.57		073133		
I-06347G	CHASE: TONY'S OUTPOST	R	10/20/2015	51.01		073133		
I-07701G	CHASE: PILOT	R	10/20/2015	31.00		073133		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-09984G	CHASE: MAIN ST CAFE	R	10/20/2015	108.94		073133		
I-100115	CHASE: WALGREENS	R	10/20/2015	18.57		073133		
I-100815	CHASE: USPS	R	10/20/2015	12.20		073133		
I-102215	CHASE: METROINSTITUTE	R	10/20/2015	99.00		073133		
I-13101395920198741	CHASE: TRI COUNTY TRANSIT	K	10/20/2015	556.11		073133		
I-14102666	CHASE: CHEAPER THAN DIRT	R	10/20/2015	81.04		073133		
I-1583767	CHASE: HOME DEPOT	R	10/20/2015	10.91		073133		
I-159971A	CHASE: AUTOMOTIVE TRAINING	R	10/20/2015	199.00		073133		
I-1685831	CHASE: AMAZON	R	10/20/2015	149.99		073133		
I-1929532205	CHASE: THREE LEAVES	R	10/20/2015	240.14		073133		
I-2303	CHASE: ROKZOO SCREEN	R	10/20/2015	628.53		073133		
I-2837040	CHASE: AMAZON	R	10/20/2015	114.54		073133		
I-288G	CHASE: SAFEWAY	R	10/20/2015	51.50		073133		
I-3080107	CHASE: WALIN	R	10/20/2015	70.08		073133		
I-3201229377	CHASE: HILTON HOTELS	R	10/20/2015	503.40		073133		
I-32053327	CHASE: STARTMEETING	R	10/20/2015	12.53		073133		
I-4470646	CHASE: AMAZON	R	10/20/2015	164.01		073133		
I-81089144	CHASE: HAMPTON INN	R	10/20/2015	187.76		073133		
I-BRUNDRIDGE	CHASE: AQUARIUS	R	10/20/2015	117.57		073133		
I-ECNMHT	CHASE: US AIRWAYS	R	10/20/2015	60.00		073133		
I-ECNMT2	CHASE: US AIRWAYS	R	10/20/2015	60.00		073133		
I-FIN CHG 2	CHASE: CHASE	R	10/20/2015	17.34		073133		
I-JLN6KL6Y4WS	CHASE: AZ CITY/COUNTY	R	10/20/2015	70.00		073133		
I-L5DC6	CHASE: ORBITZ	R	10/20/2015	128.90		073133		
I-LDNQTHZQXNW	CHASE: AZ CITY/COUNTY	R	10/20/2015	70.00		073133		
I-SE525345SE525352	CHASE: ARIZONA SHUTTLE	R	10/20/2015	100.00		073133		
I-V5NFHLH9SFV	CHASE: AZ MUNICIPAL CLERKS	R	10/20/2015	40.00		073133		
I-W409149988	CHASE: HOME DEPOT	R	10/20/2015	186.24		073133		
I-ZTNJBPNWNG	CHASE: AZ CITY/COUNTY	R	10/20/2015	35.00		073133		5,114.32
0016	COFY SYSTEM, INC.							
I-IN116877	COPY SYSTEM, INC.	R	10/20/2015	23.85		073139		23.85
0021	COTTONWOOD METAL PRODUCTS, INC							
I-3265	COTTONWOOD METAL PRODUCTS, INC	R	10/20/2015	308.00		073140		308.00
0387	FOUR EIGHT WINE WORKS							
I-100	FOUR EIGHT WINE WORKS	R	10/20/2015	238.50		073141		238.50
0052	HANSON AGGREGATES INC.							
I-1053049	HANSON AGGREGATES INC.	R	10/20/2015	41.07		073142		
I-1053104	HANSON AGGREGATES INC.	R	10/20/2015	40.75		073142		81.82

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0093	HILL BROTHERS CHEMICAL CO. HILL BROTHERS CHEMICAL CO.	R	10/20/2015	1,312.18		073143		1,312.18
0070	HILLYARD HILLYARD	R	10/20/2015	204.08		073144		204.08
0661	IACP NET IACP NET	R	10/20/2015	275.00		073145		275.00
1	JOHN BLAKE I-2015 POKER RUN POKER RUN WINNER	R	10/20/2015	1,000.00		073146		1,000.00
0792	JONI WESTCOTT JONI WESTCOTT	R	10/20/2015	35.42		073147		35.42
0108	KONICA MINOLTA, INC. I-236199053 KONICA MINOLTA, INC. I-236199210 KONICA MINOLTA, INC. I-236264501 KONICA MINOLTA, INC. I-236264656 KONICA MINOLTA, INC. I-236329083 KONICA MINOLTA, INC. I-236329333 KONICA MINOLTA, INC.	R	10/20/2015	21.00		073148		
		R	10/20/2015	63.25		073148		
		R	10/20/2015	124.25		073148		
		R	10/20/2015	191.07		073148		
		R	10/20/2015	234.28		073148		
		R	10/20/2015	234.28		073148		893.13
0881	KRISTIN ROBERTSON I-100615 KRISTIN ROBERTSON I-60515 KRISTIN ROBERTSON I-82915 KRISTIN ROBERTSON	R	10/20/2015	229.38		073150		
		R	10/20/2015	174.55		073150		
		R	10/20/2015	131.00		073150		534.93
1	LAWLER CONSTRUCTION I-ROW BOND ROW BOND	R	10/20/2015	5,000.00		073151		5,000.00
0025	LEGEND TECHNICAL SVC OF AZ, IN I-1514714 LEGEND TECHNICAL SVC OF AZ, IN	R	10/20/2015	360.00		073152		360.00
0490	NATIONAL METER & AUTOMATION, I C-S1060432.001 NATIONAL METER & AUTOMATION, I I-S1060633.001 NATIONAL METER & AUTOMATION, I I-S1065526.001 NATIONAL METER & AUTOMATION, I	R	10/20/2015	2,273.38		073153		
		R	10/20/2015	228.77		073153		
		R	10/20/2015	3,715.39		073153		1,670.78
0696	NEXTCARE ARIZONA LLC I-100615 NEXTCARE ARIZONA LLC	R	10/20/2015	141.00		073154		141.00
0049	NICE JONS, INC I-13691 NICE JONS, INC	R	10/20/2015	401.50		073155		401.50

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0278 I-101615PHK	NICOLE FLORISI NICOLE FLORISI	R	10/20/2015	236.85		073156		236.85
0029 I-HALLOWEEN2015	PETTY CASH PETTY CASH	R	10/20/2015	240.00		073157		240.00
0098 I-397739	PITNEY BOWES, INC. PITNEY BOWES, INC.	R	10/20/2015	137.14		073158		137.44
0095 I-P62010	RDO EQUIPMENT CO RDO EQUIPMENT CO	R	10/20/2015	134.79		073159		134.79
0095 I-P62112	RDO EQUIPMENT CO RDO EQUIPMENT CO	R	10/20/2015	0.98		073160		0.98
0320 I-1-21903J	REESE & SONS TIRE REESE & SONS TIRE	R	10/20/2015	386.65		073161		386.65
0061 I-1015	SEDONA RECYCLES, INC. SEDONA RECYCLES, INC.	R	10/20/2015	300.00		073162		300.00
0299 I-41833	SOUTHWEST WASTE SERVICES, INC SOUTHWEST WASTE SERVICES, INC	R	10/20/2015	185.00		073163		185.00
0581 I-100115	SOUTHWESTERN ENVIRONMENTAL CON SOUTHWESTERN ENVIRONMENTAL CON	R	10/20/2015	540.00		073164		540.00
1 I-CONSULT DEP	SWIRL FAMILY TRUST CONSULT	R	10/20/2015	1,000.00		073165		1,000.00
0213 I-861	TROPHIES UNLIMITED TROPHIES UNLIMITED	R	10/20/2015	15.37		073166		15.37
0253 I-025-135556	TYLER TECHNOLOGIES TYLER TECHNOLOGIES	R	10/20/2015	260.00		073167		260.00
0067 I-101515	UNISOURCE ENERGY SERVICES UNISOURCE ENERGY SERVICES	R	10/20/2015	184.00		073168		184.00
0030 I-762625	USA BLUEBOOK USA BLUEBOOK	R	10/20/2015	660.77		073169		660.77
0031 I-93015	THE VERDE INDEPENDENT THE VERDE INDEPENDENT	R	10/20/2015	71.10		073170		71.10

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0033	VERIZON WIRELESS							
I-9753357397	VERIZON WIRELESS	R	10/20/2015	1,001.69		073171		1,001.69
0332	YAVAPAI COUNTY EMERGENCY MANAG							
I-15523-4	YAVAPAI COUNTY EMERGENCY MANAG	R	10/20/2015	1,762.00		073172		1,762.00
0255	YAVAPAI COUNTY TREASURER							
I-400-03-152 6 2015	YAVAPAI COUNTY TREASURER	R	10/20/2015	747.02		073173		747.02
0604	YAVAPAI COURIER SERVICE							
I-2390	YAVAPAI COURIER SERVICE	R	10/20/2015	432.00		073174		432.00
0006	AMERICAN FAMILY LIFE ASSURANCE							
I-APRPPE 10172015	AFLAC	R	10/21/2015	104.90		073175		
I-APSPPE 10172015	AFLAC FOST TAX	R	10/21/2015	36.37		073175		141.23
0075	ARIZONA DEPARTMENT OF REVENUE-							
I-T2 PPE 10172015	13-052014X	R	10/21/2015	1,870.35		073176		1,870.35
0071	ARIZONA PUBLIC EMPLOYERS HEALT							
I-2HSPPE 10172015	HEALTH INSURANCE	R	10/21/2015	562.10		073177		
I-HSAPPE 10172015	HEALTH SAVINGS ACCOUNT	R	10/21/2015	2,820.11		073177		3,382.21
0009	ARIZONA PUBLIC SAFETY RETIREME							
I-PSRPPE 10172015	SYSTEM 105	R	10/21/2015	5,507.69		073178		5,507.69
0017	ICMA RETIREMENT TRUST 457							
I-ICMPPE 10172015	301912	R	10/21/2015	1,199.38		073179		1,199.38
0655	TIAA CREF FINANCIAL SERVICES							
I-TIAPPE 10172015	PLAN # 403695	R	10/21/2015	575.00		073180		575.00
0072	ARIZONA PUBLIC EMPLOYERS HEALT							
I-2ECPPE 10172015	HEALTH INSURANCE	R	10/21/2015	374.76		073181		
I-2EFPPE 10172015	HEALTH INSURANCE	R	10/21/2015	570.91		073181		
I-2ESPPE 10172015	HEALTH INSURANCE	R	10/21/2015	451.84		073181		
I-CEFPPE 10172015	HEALTH INSURANCE	R	10/21/2015	1,675.38		073181		
I-CEOPPE 10172015	HEALTH INSURANCE	R	10/21/2015	2,002.14		073181		
I-CESPPE 10172015	HEALTH INSURANCE	R	10/21/2015	1,326.46		073181		
I-HECPPE 10172015	HEALTH INSURANCE	R	10/21/2015	1,650.44		073181		
I-HEFPPE 10172015	HEALTH INSURANCE	R	10/21/2015	3,143.05		073181		
I-HEOPPE 10172015	HEALTH INSURANCE	R	10/21/2015	2,255.49		073181		
I-HESPPE 10172015	HEALTH INSURANCE	R	10/21/2015	2,485.35		073181		
I-OEOPPE 10172015	HEALTH INSURANCE	R	10/21/2015	333.69		073181		
I-VECPPE 10172015	VISION INSURANCE	R	10/21/2015	16.00		073181		
I-VEFPPE 10172015	VISION INSURANCE	R	10/21/2015	89.38		073131		
I-VEOPPE 10172015	VISION INSURANCE	R	10/21/2015	49.70		073131		
I-VESPPE 10172015	VISION INSURANCE	R	10/21/2015	52.57		073151		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
	I-VLCPPE 10172015	R	10/21/2015	0.32		073181		
	I-VLEPPE 10172015	R	10/21/2015	54.20		073181		
	I-VLSPPE 10172015	R	10/21/2015	4.00		073181		16,536.86
1	I-000201510211945	R	10/21/2015	53.83		073183		53.83
1	I-000201510211950	R	10/21/2015	61.79		073184		61.79
1	I-000201510211951	R	10/21/2015	61.79		073185		61.79
1	I-000201510211949	R	10/21/2015	46.72		073186		46.72
1	I-000201510211952	R	10/21/2015	34.47		073187		34.47
0829	I-130319	R	10/27/2015	252.46		073188		252.46
0407	I-093015	R	10/27/2015	8,842.40		073189		8,342.40
0010	I-101615-0285	R	10/27/2015	1,523.61		073190		1,523.61
0020	I-102315	R	10/27/2015	206.70		073191		206.70
0081	I-64390	R	10/27/2015	564.98		073192		
	I-64428	R	10/27/2015	50.00		073192		614.98
0523	I-92515-TH	R	10/27/2015	50.00		073193		50.00
0058	I-101315-815B	R	10/27/2015	225.95		073194		225.95
0202	I-102215	R	10/27/2015	22.00		073195		22.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0039	CLARKDALE MUNICIPAL WATER UTIL							
I-102115	CLARKDALE MUNICIPAL WATER UTIL	R	10/27/2015	2,676.20		073196		2,676.20
0021	COTTONWOOD METAL PRODUCTS, INC							
I-10815	COTTONWOOD METAL PRODUCTS, INC	R	10/27/2015	4,645.00		073197		4,645.00
0151	DOUG VON GAUSIG							
I-102515	DOUG VON GAUSIG	R	10/27/2015	126.36		073198		126.36
0052	HANSON AGGREGATES INC.							
I-1053264	HANSON AGGREGATES INC.	R	10/27/2015	53.73		073199		
I-1053301	HANSON AGGREGATES INC.	R	10/27/2015	106.64		073199		
I-10524189	HANSON AGGREGATES INC.	R	10/27/2015	56.93		073199		217.30
0888	HEWLETT PACKARD ENTERPRISE COM							
I-75008027	HEWLETT PACKARD ENTERPRISE COM	R	10/27/2015	189.00		073200		189.00
0092	HILL BROTHERS CHEMICAL CO.							
I-4412121	HILL BROTHERS CHEMICAL CO.	R	10/27/2015	1,006.32		073201		1,006.32
0183	IWORQ SYSTEMS							
I-7147	IWORQ SYSTEMS	R	10/27/2015	900.00		073202		900.00
0103	KATHY BAINBRIDGE							
I-101615	KATHY BAINBRIDGE	R	10/27/2015	92.66		073203		92.66
0718	KENZ & LESLIE OF ARIZONA INC							
I-2204929	KENZ & LESLIE OF ARIZONA INC	R	10/27/2015	70.21		073204		
I-2204930	KENZ & LESLIE OF ARIZONA INC	R	10/27/2015	24.40		073204		94.61
0025	LEGEND TECHNICAL SVC OF AZ, IN							
I-1513999	LEGEND TECHNICAL SVC OF AZ, IN	R	10/27/2015	64.00		073205		
I-1514908	LEGEND TECHNICAL SVC OF AZ, IN	R	10/27/2015	64.00		073205		128.00
0744	MARY ELLEN DUNN							
I-102115-102915	MARY ELLEN DUNN	R	10/27/2015	65.80		073206		
I-102115-110415	MARY ELLEN DUNN	R	10/27/2015	38.36		073206		104.16
0706	HULCAIRE & SON CONTRACTING LLC							
I-1567	HULCAIRE & SON CONTRACTING LLC	R	10/27/2015	2,532.64		073207		
I-1568	HULCAIRE & SON CONTRACTING LLC	R	10/27/2015	3,927.57		073207		6,460.21
0098	PITNEY BOWES, INC.							
I-556820	PITNEY BOWES, INC.	R	10/27/2015	67.03		073208		67.03

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0646 I-53987081	PRAXAIR DISTRIBUTION INC PRAXAIR DISTRIBUTION INC	R	10/27/2015	1,413.73		073209		1,413.73
0660 I-43	SEDONA-VERDE VALLEY TOURISM CO SEDONA-VERDE VALLEY TOURISM CO	R	10/27/2015	2,500.00		073210		2,500.00
0574 I-100915	SHAW LAW FIRM PLLC SHAW LAW FIRM PLLC	R	10/27/2015	1,372.50		073211		1,372.50
0581 I-100115-SEP	SOUTHWESTERN ENVIRONMENTAL CON SOUTHWESTERN ENVIRONMENTAL CON	R	10/27/2015	2,246.25		073212		2,246.25
0042 I-102115	US POSTMASTER US POSTMASTER	R	10/27/2015	750.00		073213		750.00
0157	WALMART							
I-006435	WALMART	R	10/27/2015	9.94		073214		
I-006703	WALMART	R	10/27/2015	211.92		073214		
I-013711	WALMART	R	10/27/2015	92.47		073214		
I-022815	WALMART	R	10/27/2015	141.35		073214		
I-026852	WALMART	R	10/27/2015	52.09		073214		
I-030279	WALMART	R	10/27/2015	97.32		073214		
I-030339	WALMART	R	10/27/2015	32.29		073214		637.38
0182 I-102115	WAYNE DEBROSKY WAYNE DEBROSKY	R	10/27/2015	209.41		073215		209.41

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	147	316,780.58	0.00	316,780.58
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	6	98,509.73	0.00	98,509.73
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: POOL TOTALS:	153	415,290.31	0.00	415,290.31
BANK: POOL TOTALS:	153	415,290.31	0.00	415,290.31
REPORT TOTALS:	165	415,290.31	0.00	415,290.31

10/05/2015 12:29 PM
 DEPT: ALL
 PAYROLL NO#: 01
 PAY PERIOD BEGINNING: 9/20/2015
 PAY PERIOD ENDING: 10/03/2015

PAYROLL CALCULATION

PAGE: 26

PRELIMINARY

CALC. CT: 2

*** GRAND TOTALS ***

-----EARNINGS-----			----BENF/REIMB----		-----DEDUCTIONS-----				-----TAXES-----			
DESC	HRS	AMOUNT	DESC	AMOUNT	CD	ABBY	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
SAL	478.50	16,631.53			2EC	2EC	5.77	368.99	FED W/H	60,969.89	5,523.76	
HOURL	2,365.00	42,618.81			2EF	2EF	15.32	555.59	ST WH AZ	60,969.89	1,957.13	
OT	113.00	3,160.28			2ES	2ES	9.65	442.19	FICA	70,758.50	4,387.03	4387.03
OC	766.50	766.50			2HS	2HS	245.00	317.10	MEDI	70,758.50	1,026.03	1026.03
VEE	153.00	3,006.67			APR	APR	104.86					
VDH	138.00	4,883.94			APS	APS	36.37					
SICK	104.50	2,458.65			CEF	CEF	352.80	1322.58				
CE	37.88	0.00			CEO	CEO		2002.14				
					CES	CES	230.68	1095.78				
					HEC	HEC	84.00	1566.44				
					HEF	HEF	302.40	3469.26				
					HEO	HEO		2255.49				
					HES	HES	161.30	2324.05				
					HSA	HSA	1009.27	1993.92				
					ICM	ICMA	1041.69	157.69				
					LTD	STLTD	64.22	64.22				
					OEO	OEO		333.69				
					PAC	PSACR		600.45				
					PSR	PSR	1749.76	3917.03				
					SR	STRET	6072.27	6072.27				
					SRB	STRBB	349.89					
					TIA	TIAA	575.00					
					VEC	VEC	16.08					
					VEF	VEF	128.48					
					VEO	VEO	49.70					
					VES	VES	52.57					
					VLC	VLC	0.32					
					VLE	VLE	54.20					
					VLS	VLS	4.60					
TOTALS:	4,156.38	73,526.38		0.00			12716.20	28858.88			12,893.95	5413.06

-----DEPARTMENT RECAP-----

DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
	73,526.38	59,250.34	3,160.28	10,349.26	766.50	0.00	12,716.20	12,893.95	47,916.23
TOTALS	73,526.38	59,250.34	3,160.28	10,349.26	766.50	0.00	12,716.20	12,893.95	47,916.23

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

10/12/2015 10:36 AM
 DEPT: ALL
 PAYROLL NO#: 01
 PAY PERIOD BEGINNING: 10/12/2015
 PAY PERIOD ENDING: 10/12/2015

PAYROLL CALCULATION
 PRELIMINARY

PAGE: 4
 CALC. CT.: 1

*** GRAND TOTALS ***

EARNINGS			BENF/REIME		DEDUCTIONS			TAXES				
DESC	HRS	AMOUNT	DESC	AMOUNT	CD	ABBV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
VEE	158.51	3,923.12							FED W/H	3,941.68	769.33	
CT	0.75	18.56							ST WH AZ	3,941.68	165.55	
									FICA	3,941.68	244.38	244.38
									MEDI	3,941.68	57.15	57.15
TOTALS:	159.26	3,941.68		0.00							1,236.41	301.53

DEPARTMENT RECAP										
DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET	
	3,941.68	0.00	0.00	3,941.68	0.00	0.00	0.00	1,236.41	2,705.27	
TOTALS	3,941.68	0.00	0.00	3,941.68	0.00	0.00	0.00	1,236.41	2,705.27	

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

10/19/2015 1:06 PM
 DEPT: ALL
 PAYROLL NO#: 01
 PAY PERIOD BEGINNING: 10/04/2015
 PAY PERIOD ENDING: 10/17/2015

PAYROLL CALCULATION

PAGE: 27

PRELIMINARY

CALC. CT.: 2

*** GRAND TOTALS ***

EARNINGS			BENF/REIMB		DEDUCTIONS			TAXES				
DESC	HRS	AMOUNT	DESC	AMOUNT	CD	ABBV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
SAL	579.00	21,548.66			2EC	2EC	5.77	368.99	FED W/H	58,964.70	5,230.03	
HOURL	2,206.50	39,508.56			2EF	2EF	15.32	555.59	ST WH AZ	58,964.70	1,870.35	
OT	51.75	1,555.35			2ES	2ES	9.65	442.19	FICA	68,560.30	4,250.75	4250.75
OC	564.00	564.00			2HS	2HS	245.00	317.10	MEDI	68,560.30	994.15	994.15
VEE	194.50	3,708.35			APR	APR	104.86					
VDH	43.00	1,608.51			APS	APS	36.37					
VFSLA	18.00	381.78			CEF	CEF	352.80	1322.58				
SICK	122.00	2,102.37			CEO	CEO		2002.14				
CE	24.38	0.00			CES	CES	230.68	1095.78				
CT	8.00	161.60			HEC	HEC	84.00	1566.44				
					HEF	HEF	252.00	2891.05				
					HEO	HEO		2255.49				
					HES	HES	161.30	2324.05				
					HSA	HSA	909.27	1910.84				
					ICM	ICMA	1041.69	157.69				
					LTD	STLTD	62.70	62.70				
					OEO	OEO		333.69				
					PSR	PSR	1700.64	3807.05				
					SR	STRET	5928.38	5928.38				
					SRB	STRBB	349.89					
					TIA	TIAA	575.00					
					VEC	VEC	16.08					
					VEF	VEF	89.88					
					VEO	VEO	49.70					
					VES	VES	52.57					
					VLC	VLC	0.32					
					VLE	VLE	54.20					
					VLS	VLS	4.60					
TOTALS:	3,811.13	71,139.18		0.00			12332.67	27341.75			12,345.28	5244.90

DEPARTMENT RECAP

DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
	71,139.18	61,057.22	1,555.35	7,962.61	564.00	0.00	12,332.67	12,345.28	46,461.23
TOTALS	71,139.18	61,057.22	1,555.35	7,962.61	564.00	0.00	12,332.67	12,345.28	46,461.23

REGULAR INPUT: 52 MANUAL INPUT: 0 CHECK STUB COUNT: 0 DIRECT DEPOSIT STUB COUNT: 52

C O U N C I L R E P O R T

DEPARTMENT FUND VENDOR NAME DESCRIPTION AMOUNT

----- FUND TOTALS -----

01	GENERAL FUND		248,229.41
03	HURF (STREETS)		37,746.49
04	DEVELOPMENT REIMBURSEMENT		1,540.00
11	SEWER FUND		21,869.19
12	TRASH FUND		21,026.84
13	WATER FUND		126,707.13
16	GRANTS FUND		77,713.74
19	CEMETERY		4,918.57
24	CAPITAL IMPROVEMENT		30.04
25	CDBG GRANT		8,842.40
29	POLICE GRANTS		7,092.92
34	SCHOOL OFFICERS FUND		3,504.73
80	DONATION FUND		4,676.09
GRAND TOTAL:			563,897.55

BOARD OF ADJUSTMENT

October 28, 2015

NOTICE OF A REGULAR MEETING OF THE BOARD OF ADJUSTMENT OF THE TOWN OF CLARKDALE Pursuant to Resolution No. 215 of the Town of Clarkdale, and Section 38-431.02, Arizona Revised Statutes, NOTICE IS HEREBY GIVEN that the Board of Adjustment of the Town of Clarkdale meeting scheduled for Wednesday, OCTOBER 28, 2015, at 6:00 p.m. in The Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ, is CANCELLED DUE TO LACK OF AN AGENDA ITEM.

The undersigned hereby certifies that a copy of this notice was duly posted on the Town Hall bulletin board, located at 890 Main Street, Clarkdale, Arizona on the 20th day of October, 2015 at 8:00 a.m.

Dated this 20th day of OCTOBER, 2015

TOWN OF CLARKDALE

By:

Vicki McReynolds

Vicki McReynolds
Administrative Assistant II

MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, OCTOBER 7, 2015, AT 6:30 P.M. IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.

A **Regular Meeting** of the Design Review Board of the Town of Clarkdale was held on Wednesday, October 7, 2015, at 6:30 p.m. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

BOARD MEMBERS:

Chairperson	Robyn Prud'homme-Bauer	Present
Vice Chairperson		
Board Members	Kerrie Snyder	Present
	Laura Jones	Present
	Mike Garvey	Present
	Aaron Midkiff	Present

STAFF: Community Development

GIS/Planner II	Guss Espolt
Senior Planner	Beth Escobar

Others in Attendance: Jeff Hendricks-Applicant, Wayne Debrosky and Art Durazo Town of Clarkdale, Cindy Emmett, Jerry Wambacher and George Benatz.

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

Chairperson and Member Report: None.

Staff Report Updates: Last week the Community Development Department staff met with Ralph Clemmer about the future application for Site Plan Review of the proposed Recreation Center in Mountain Gate. There is no application at this time.

7. ELECTIONS: Chairperson and Vice Chairperson

Board Member Prud'homme-Bauer made a motion to elect Board Member Jones as Chairperson. Board Member Snyder seconded the motion. Board Member Jones accepted the nomination and was elected unanimously.

Board Member Snyder motioned to elect Board Member Prud'homme-Bauer as Vice Chairperson. Board Member Garvey seconded the motion. Board Member Prud'homme-Bauer accepted the nomination and was elected unanimously.

8. NEW BUSINESS:

DISCUSSION & POSSIBLE ACTION: DRB-091136 – A Design Review application for shade sails over the outdoor seating area plus extended fencing in front of the processing area for Chateau Tumbleweed located at 1151 State Route 89A, Parcel # 406-26-313A..

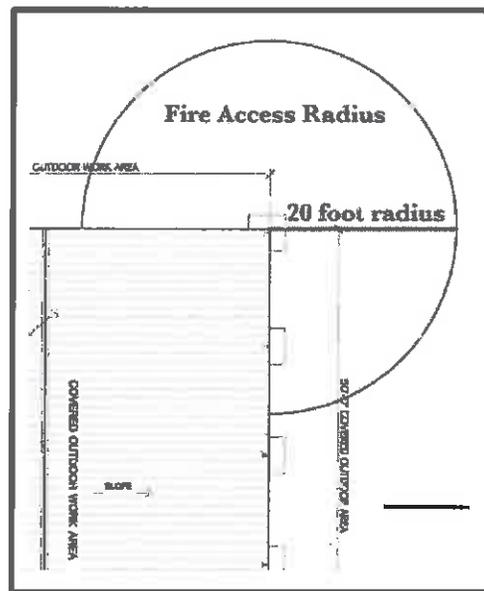
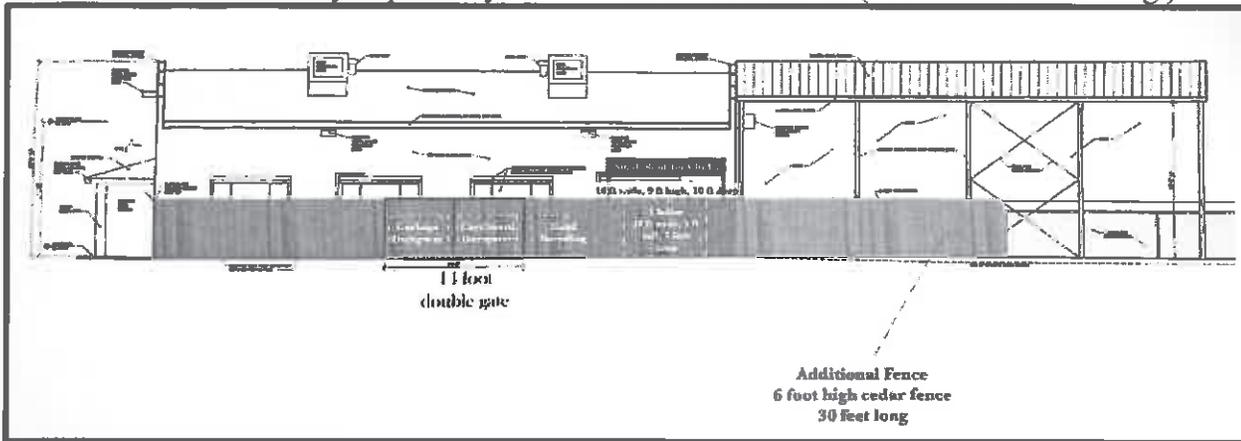
Staff Report:

Background:

Mr. Jeff Hendricks has submitted an application to Design Review for Coolaroo shade sails over the outdoor seating area. He also wishes to extend fencing previously approved at the June 3rd DRB to provide an aesthetic enclosure and to obscure the equipment and production area at Chateau Tumbleweed, the business located at 1151 State Route 89A.

1. The (4) proposed Coolaroo shade sails over the outdoor seating area will be similar in color to that of the building and surroundings (**sample of fabric will be presented at the DRB meeting.**) The (1) center 12 foot x 12 foot shade sail will be tan. The (3) shade sails will be triangular in shape 12 foot on all sides and will be light brown. The shade sails will be attached to the awning using 2" lag bolts. The other sides will be attached to 8 foot high 4x4 redwood posts attached to the existing 4" x 4" redwood posts that are mounted to the pavement in 12 places with four 4.5" concrete anchors at each post. They will be fastened to existing posts with four 8.5" by 3/8" diameter bolts. (See attached renderings and photos.)
2. The proposed fencing will be 30 linear feet of 6' high cedar fence in front of the processing area extending from the June 3rd DRB approved fencing. The extension fence is to help obscure the equipment and production area. The fence request will not impact the 20 foot radius for emergency

service accessibility required by the Clarkdale Fire District. (See attached rendering.)



Staff Analysis

Zoning Code Chapter 11, Section 11-4 Review Criteria for Design Review Approval.

'The Design Review Board shall review applications for design approval of new construction, alterations, additions, or renovations to existing buildings or structures...'

Staff Recommendations

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

1. Installation of the 30 linear feet of 6' high cedar fencing and 8 foot high 4" x 4" redwood posts for the shade sails shall be inspected and approved by the Town's Building Official.

Applicant Presentation:

The applicant explained the Coolaroo shade sails over the outdoor seating area. He also discussed the extended fencing previously approved at the June 3, 2015 Design Review Board meeting to provide an aesthetic enclosure and to obscure the equipment and production area.

Questions to Staff/Applicant:

-Question from Board Member Garvey: What is the color of the shade sails?

-Applicant Answer: Brown.

-Question from Board Member Garvey: How will you adhere the shade sails to the fascia?

-Staff Answer: The applicant will work in conjunction with the Building Code and the Town's Building Official's direction.

-Question from Board Member Prud'homme-Bauer: Have you considered any other colors?

-Applicant Answer: No, we wanted it to be an earthy color.

-Question from Board Member Midkiff: Why did you set the height at 8 feet versus 9 feet due to possible sagging?

-Applicant Answer: We thought of 8 feet but can make it 9 feet.

-Question from Staff to the Board Members: Would the Board like to make that a stipulation or a suggestion?

-Answer from the Board: A suggestion.

-Question from Board Member Garvey: Have you thought about metal posts?

-Answer from Applicant: Yes, we are thinking of metal also. We will talk to the Town's Building Official about this.

-Comments from Board: The Board is not making the metal posts a stipulation, only a suggestion. Keep the extension of the fence the same as the Design Review Board approval at the June 3, 2015 meeting.

Discussion:

The Board felt the addition of the shade sails will be beneficial to customer's seating comfort.

Action: Board Member Prud'homme-Bauer motioned to approve DRB-091136-Design Review application for shade sails over the outdoor seating area plus extended fencing in front of the processing area for Chateau Tumbleweed located at 1151 State Route 89A, Parcel #406-26-313A with the following staff recommendation:

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

2. Installation of the 30 linear feet of 6' high cedar fencing and 8 foot high 4" x 4" redwood posts for the shade sails shall be inspected and approved by the Town's Building Official.

The suggestion using metal posts will be coordinated between the Applicant and the Town's Building Official.

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

- 9. DISCUSSION: Architectural repairs on and in the Clark Memorial Clubhouse located at 19 N. Main Street, Parcel #406-06-008B.**

Wayne Debrosky, Director of Public Works and Utilities, gave an overview of the architectural repairs on and in the Clark Memorial Clubhouse. ADA improvements funded through CDBG will be completed by November 2016. Additional upgrades and improvements will be identified and put into a five year improvement plan. Superintendent Durazo provided details for the upcoming construction.

This being a discussion only, there were no actions taken.

- 10. WORKSESSION: Discussion regarding the DRAFT Clarkdale Parkway to Centerville Roundabout Focus Area Plan.**

Beth Escobar, Senior Planner, Community Development Department introduced Ida de-Blanc from the Planning Commission. Senior Planner Escobar presented a PowerPoint presentation where we (The Town of Clarkdale) were in the year 2000 and where we are today. What will we look like in 15 years was a focal point. Staff and the Board discussed methods of how to connect the new development along the corridor with the Historic Business District.

Staff will bring back a color/architectural elements board for discussion and adoption as guidelines for future development.

This being a worksession only, there were no actions taken.

- 11. FUTURE AGENDA ITEMS:**

- 12. ADJOURNMENT: Board Member Snyder motioned to adjourn the meeting. Board Member Prud'homme-Bauer seconded the motion. The motion passed unanimously. The meeting adjourned at 8:20 p.m.**

APPROVED BY:

SUBMITTED BY:

Chairperson
Laura Jones

Guss Espolt
GIS/Planner II

PLANNING COMMISSION

October 20, 2015

NOTICE OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE Pursuant to Resolution No. 215 of the Town of Clarkdale, and Section 38-431.02, Arizona Revised Statutes, NOTICE IS HEREBY GIVEN that the Planning Commission of the Town of Clarkdale meeting scheduled for Tuesday, October 20, 2015, at 4:00 p.m. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ, is CANCELLED DUE TO LACK OF AGENDA ITEMS.

The undersigned hereby certifies that a copy of this notice was duly posted on the Town Hall bulletin board, located at 890 Main Street, Clarkdale, Arizona on the 6th day of October 2015 at 9:00 a.m.

Dated this 6th day of October 2015

TOWN OF CLARKDALE

By:

Beth Escobar

Senior Planner

**NOTICE OF A REGULAR MEETING
OF THE PARKS AND RECREATION COMMISSION
OF THE TOWN OF CLARKDALE**

In accordance with Resolution #215 of the Town of Clarkdale, and Section 38-431.02, Arizona Revised Statutes,

NOTICE IS HEREBY GIVEN that the Parks and Recreation Commission of the Town of Clarkdale will hold a Regular Meeting on Wednesday, October 14, 2015, at 5:30 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

MEETING CANCELLED

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 the 6th day of October, 2015, at 10:00 a.m.

Dated this 6th day of October, 2015.

By:



Dawn Norman
Community Services Supervisor



Staff Report

Agenda Item: **Request for Extension of the Financial Assurance Time Requirement for Wildhorse Acres Estates Minor Subdivision - Approval for a request for extension of the financial assurance time requirement for Wildhorse Acres Estates Minor Subdivision.**

Staff Contact: Beth Escobar, Senior Planner

Meeting Date: November 10, 2015

Presented to: Town Council

Background:

Wildhorse Acres Estates is a four (4) lot minor subdivision located off of Wildhorse Lane and State Route 89A. Subsequent to Town Council approval, the minor subdivision was recorded on April 16, 2009. As platted, the subdivision will have an on-site community well to serve the four parcels. Each lot will have a septic system. The lots range from 43,367 to 43,567 in square footage and will be accessed by a cul-de-sac connecting to Wildhorse Lane. This cul-de-sac will be improved by the developer and dedicated to the Town upon acceptance.

The original recorded \$75,000 Irrevocable Line of Credit expired on December 16, 2010. In 2011, 2012, 2013, and 2014, Snowbird Red Rock Management, the owner of the minor subdivision, provided a renewed letter of credit. Council has granted an extension of the financial assurances through December 2015. The property owner is requesting an additional extension through to December 2016.

Section 12-4-5.D.10 of the Subdivision Regulations states:

'The duration of financial assurances shall be for thirteen (13) months, from the date of recording. Extension of time in one (1) year increments may be granted by the Council upon good cause. The assurance shall remain in force and effect until it is released by the Council or has been authorized for partial release as provided herein.'

The Council has the option to not approve the extension of credit and direct staff to initiate the revocation process per Section 12-1-10.A of the Subdivision Regulations:

'If no lots in a subdivision, for which a final map has been approved and recorded, have been sold within thirteen (13) months from the date of recordation and if all of the improvements have not been made within thirteen (13) months of recordation, the Council may, on its own motion, hold a public hearing after notice, to determine whether the approval and recording of such final map should be revoked. Such revocation shall be in accordance with the Arizona Revised Statutes.'



Staff Report

If the subdivision approval for Wild Horse Acres was revoked, the property would revert to one parcel and all subdivision entitlements for this property would be vacated.

Recommendation:

Staff recommends the Council approve the request to extend the time period for the letter of credit.

Attachments:

1. Copy of the recorded plat
2. Copy of letter of credit



IRREVOCABLE STANDBY LETTER OF CREDIT NUMBER 600003935
AMOUNT: \$75,000.00
EFFECTIVE DATE: November 21, 2015
EXPIRATION DATE: November 21, 2016

ISSUING BANK:
STONEGATE BANK
301 Yamato Road, Suite 1111
Boca Raton, Fl. 33431

BENEFICIARY:
TOWN OF CLARKDALE
P.O. BOX 308
Clarkdale, AZ 86324

APPLICANT:
Snowbird Red Rock Management, LLC
951 SW 4th Avenue
Boca Raton, FL 33432

We hereby authorize you to draw on Stonegate Bank, 3850 North Federal Highway, Boca Raton, Fl 33431 by order of TOWN OF CLARKDALE and for the account of SNOWBIRD RED ROCK MANAGEMENT, LLC up to an aggregate amount, in United States funds, of \$75,000.00 (SEVENTY FIVE THOUSAND DOLLARS AND .00/100) available by your drafts at sight.

Lender shall honor the draft submitted by the Beneficiary under the following terms and conditions.

Presentation of the original letter of credit and a certified letter signed by an authorized representative of the TOWN OF CLARKDALE, *stating that:* subsequent to the date of this Letter of Credit, the Beneficiary has given notice to the Applicant that payment is due to be made to the Beneficiary; that the Applicant has failed to make such payment within ten (10) days of such notice, and that the Beneficiary has the right to draw on this Letter of Credit. The issuer shall be entitled to accept a draft, and the documentation described above, from any person purporting to be an authorized officer or representative of the Beneficiary, without any obligation or duty on the part of the Issuer to verify the identity or authority of the person presenting the draft and such documentation.

Partial drawings shall not be permitted under this Letter of Credit and this Letter of Credit is non-transferable.

This Letter of Credit expires at the close of business at Issuer's address at 12:00 AM Eastern Standard Time on November 21, 2016. Issuer agrees to honor the Draft presented in strict compliance with the provisions of this Letter of Credit on or before the Expiration Date. Draft must be drawn and negotiated not later than November 21, 2016.

Drafts must bear the clause: "Drawn under Stonegate Bank, Letter of Credit No.600003935, dated November 21, 2015."

(This credit consists of two pages, the second page forms an integral part hereof.)

301 Yamato Road, Suite 1111 ■ Boca Raton, Florida 33431

phone: 561.886.4240 ■ fax: 561.886.4258 ■ WWW.STONEGATEBANK.COM

Page Two
Letter of Credit Number 600003935
November 21, 2015

This Letter of Credit sets forth in full the terms of our undertaking, and such undertaking shall not in any way be modified, amended, or amplified by reference to any documents, Instrument, or agreement referred to herein or in which this Letter of Credit is referred to or this Letter of Credit relates, and any such reference shall not be deemed to incorporate herein by reference any document, instrument or agreement.

We hereby agree with the drawers, endorsers, and bona fide holders of any draft drawn under and in compliance with the terms of this credit, that such drafts will be duly honored upon presentation to the drawee.

This letter of credit is subject to and governed by the laws of the State of Florida (without Regard to Principles of Conflict of Law), and except as otherwise expressly sated herein, is subject to the International Standby Practices 1998 (ISP98), International Chamber of Commerce – Publication No. 590 ("ISP98") and in the event of any conflict, the Laws of the State of Florida will control.

Stonegate Bank

A handwritten signature in black ink, appearing to read 'Yates A. Padgett, Sr.', written over a horizontal line.

Authorized Signature: Yates A. Padgett, Sr. Vice President



Staff Report

Agenda Item: **Special Event Liquor License for Made In Clarkdale-** Approval of a recommendation to the State Department of Liquor License and Control to approve a Special Event Liquor License for Made in Clarkdale event to be held on Thursday, December 3, 2015 from 5 – 7 p.m.; Friday, December 4, 2015 from 6 – 9 p.m.; and Saturday, December 5, 2015 from 4 – 7 p.m. at the Clark Memorial Clubhouse located at 19 N. Main Street, Clarkdale, AZ

Staff Contact: Kathy Bainbridge, Town Clerk/Finance Director

Meeting Date: November 10, 2015

Background: Made in Clarkdale is requesting a Special Event Liquor License for a special event to be held on Thursday, December 3, 2015 from 5 – 7 p.m.; Friday, December 4, 2015 from 6 – 9 p.m.; and Saturday, December 5, 2015 from 4 – 7 p.m. at the Clark Memorial Clubhouse located at 19 N. Main Street, Clarkdale, AZ. All departments reviewed the application and no issues arose.

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 Made in Clarkdale for a special event to be held on Thursday, December 3, 2015 from 5 – 7 p.m.; Friday, December 4, 2015 from 6 – 9 p.m.; and Saturday, December 5, 2015 from 4 – 7 p.m. at the Clark Memorial Clubhouse located at 19 N. 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 DLIC 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: Made In Clarkdale

SECTION 2 Non-Profit/IRS Tax Exempt Number: 46-0870363

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: Clark Memorial Clubhouse

Address of Location: 19 N. 9th Street, Clarkdale Yavapai AZ 86324

Street	City	COUNTY	State	Zip
--------	------	--------	-------	-----

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

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

1. Applicant: Prud'homme-Bauer Robyn Cheryl 07/27/1954

Last	First	Middle	Date of Birth
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2. Applicant's mailing address: POB 1138 Clarkdale AZ 86324

Street	City	State	Zip
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3. Applicant's home/cell phone: (928) 3001964 Applicant's business phone: (928) 300-1964

4. Applicant's email address: rcpbauer@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? 0
 (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 Made In Clarkdale Percentage: 100%
 Address POB 161 Clarkdale AZ 86324
Street City State Zip

Name _____ Percentage: _____
 Address _____
Street City State Zip

5. Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.
Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.
"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT UNLESS THEY ARE IN AUCTION SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE"

6. What type of security and control measures will you take to prevent violations of liquor laws at this event?
 (List type and number of police/security personnel and type of fencing or control barriers, if applicable.)
2 Number of Police _____ Number of Security Personnel Fencing Barriers
 Explanation: The event takes place inside the Clark Memorial Clubhouse. 1-2 police officers will be on site when wine and beer are served. ID will be checked before beverages are served. Wine and beer will be served from a designated area - the north side of the auditorium. Signs will be posted - No Alcohol Beyond this point at all exits.

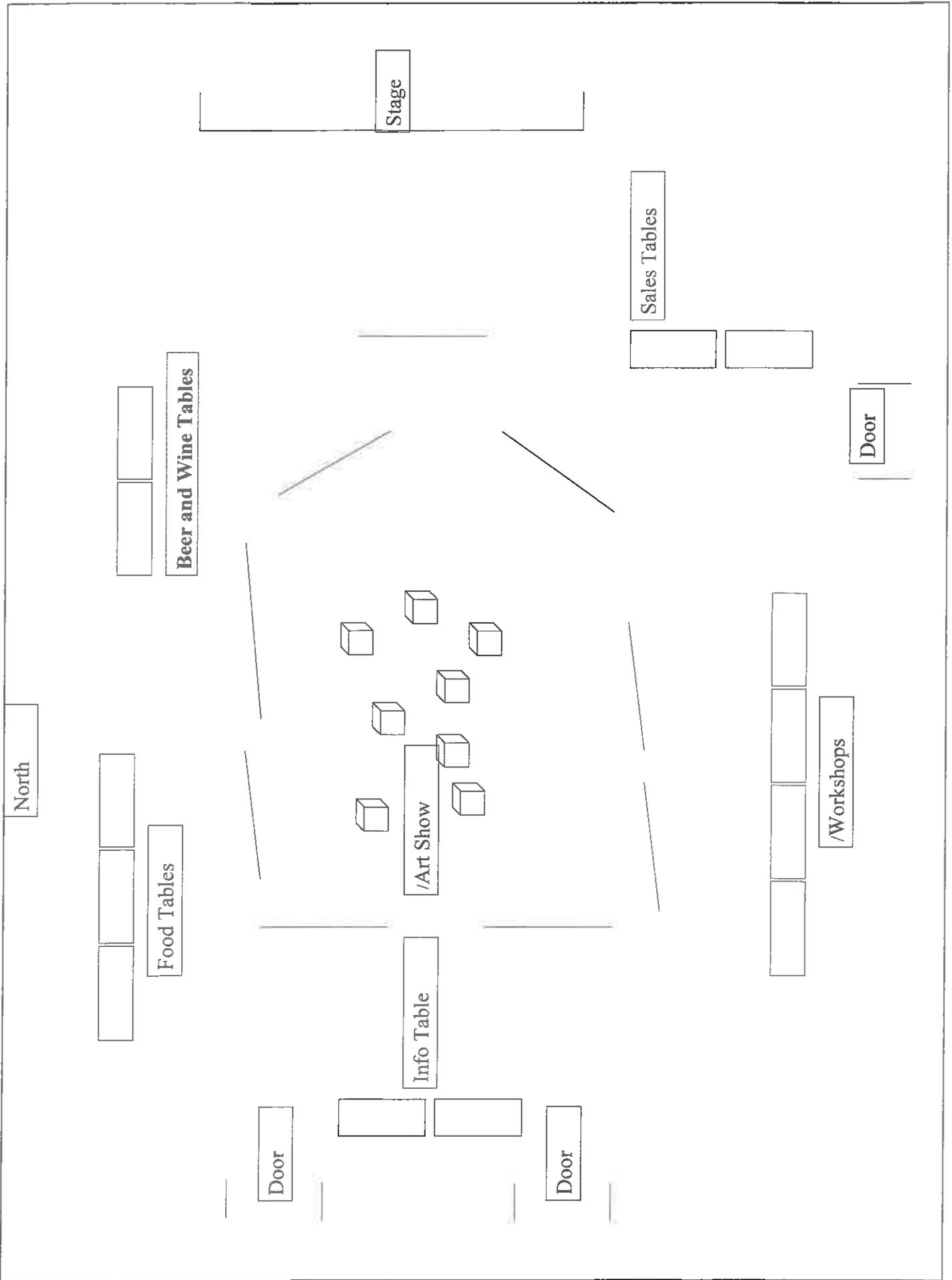
SECTION 11 Date(s) and Hours of Event. May not exceed 10 consecutive days.
 See A.R.S. § 4-244(15) and (17) for legal hours of service.

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>12/3/2015</u>	<u>Thursday</u>	<u>5pm</u>	<u>7pm</u>
DAY 2:	<u>12/4/2015</u>	<u>Friday</u>	<u>6pm</u>	<u>9pm</u>
DAY 3:	<u>12/5/2015</u>	<u>Saturday</u>	<u>4pm</u>	<u>7pm</u>
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

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

N↑

See Attached



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

I, Robyn Prud'homme-Bauer 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 Robyn Prud'homme-Bauer Treasurer 10/16/15 928-300-1964
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 16 October 2015
Day Month Year

State Yavapai
My Commission Expires 4/25/2016 Christine M. Keller
Date Signature of Notary Public



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

I, Robyn Prud'homme-Bauer 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 Robyn Prud'homme-Bauer Treasurer 10/16/15 928-300-1964
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 16 October 2015
Day Month Year

State Yavapai
My Commission Expires 4/25/2016 Christine M. Keller
Date Signature of Notary Public



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



Staff Report

- Agenda Item:** **Special Event Liquor License for St. Joseph's Catholic School-**
Approval of a recommendation to the State Department of Liquor License and Control to approve a Special Event Liquor License for a St. Joseph's Catholic School event to be held on Saturday, November 21, 2015 from 5 – 10 p.m. at the Clark Memorial Clubhouse located at 19 N. Main Street, Clarkdale, AZ.
- Staff Contact:** Kathy Bainbridge, Town Clerk/Finance Director
- Meeting Date:** November 10, 2015
- Background:** Merrily Pychinka, on behalf of St. Joseph's Catholic School, is requesting a Special Event Liquor License for a special event to be held on Saturday, November 21, 2015 from 5 – 10 p.m. at the Clark Memorial Clubhouse located at 19 N. Main Street, Clarkdale, AZ. All departments have reviewed the application and no issues arose.
- 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 Merrily Pychinka, on behalf of St. Joseph's Catholic School, for a special event to be held on Saturday, November 21, 2015 from 5 – 10 p.m. at the Clark Memorial Clubhouse located at 19 N. 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 DLIC 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: St. Joseph's Catholic School

SECTION 2 Non-Profit/IRS Tax Exempt Number: 30-0514895

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)
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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: Clark Memorial Club House

Address of Location: P.O. Box 308 Clarkdale Yavapai AZ 86324
Street City County State Zip

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

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

1. Applicant: Psychinka Merrily 12-17-48
Last First Middle Date of Birth

2. Applicant's mailing address: 2715 E. ST RT. 89A Cottonwood AZ 86324
Street City State Zip

3. Applicant's home/cell phone: (610) 243-0671 Applicant's business phone: (918) 649-0624

4. Applicant's email address: merrilypsychinka@sjs-k8.org

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? 0
 (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 St. Joseph's Catholic School Percentage: 100%
 Address 2715 E St Rt. 89A Cottonwood AZ 86326
Street City State Zip

Name _____ Percentage: _____
 Address _____
Street City State Zip

5. Please read A.R.S. § 4-203.02 Special event license: rules and R19-1-205 Requirements for a Special Event License.
Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.
"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT UNLESS THEY ARE IN AUCTION SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE"

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

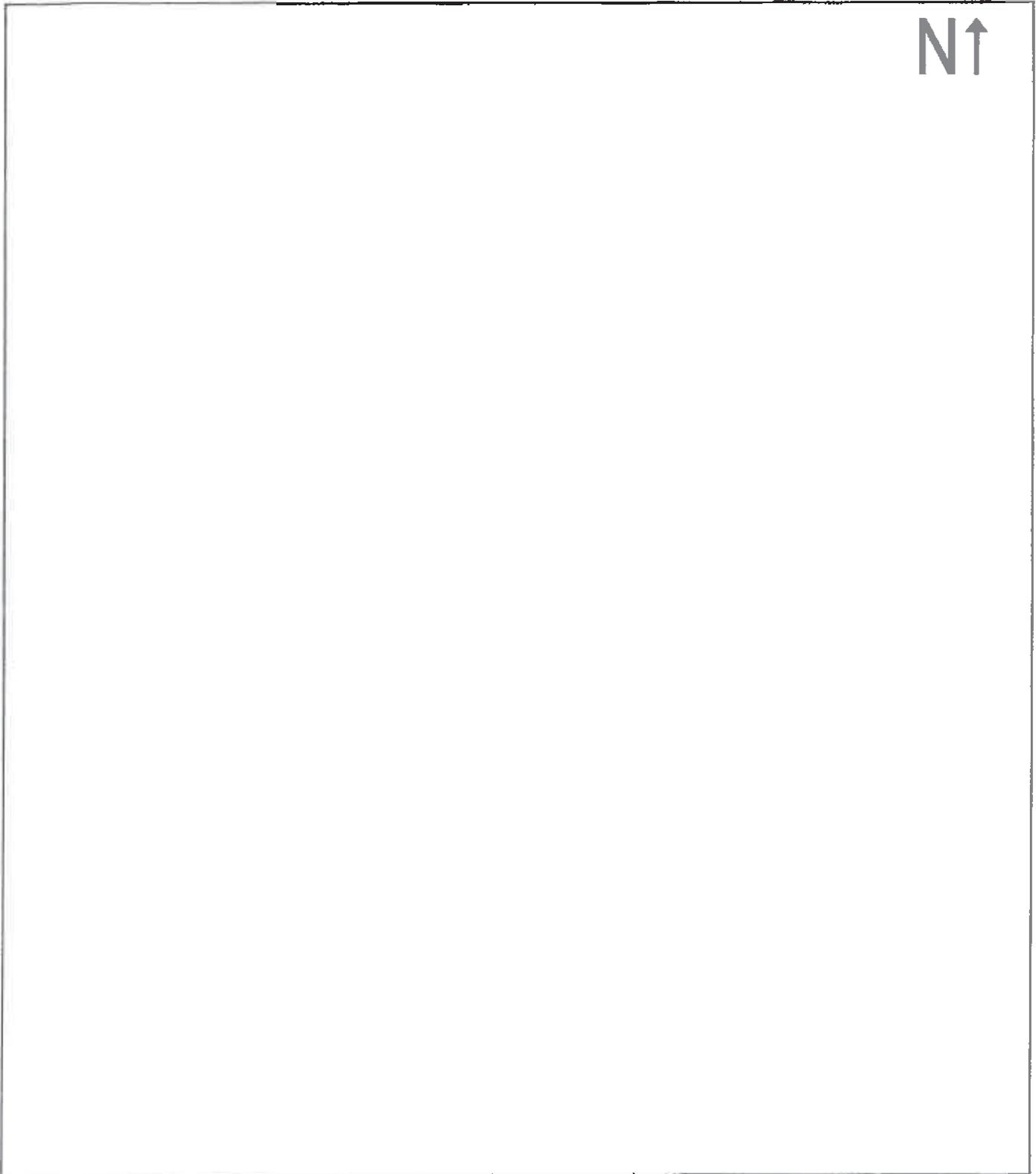
2 Number of Police _____ Number of Security Personnel Fencing Barriers

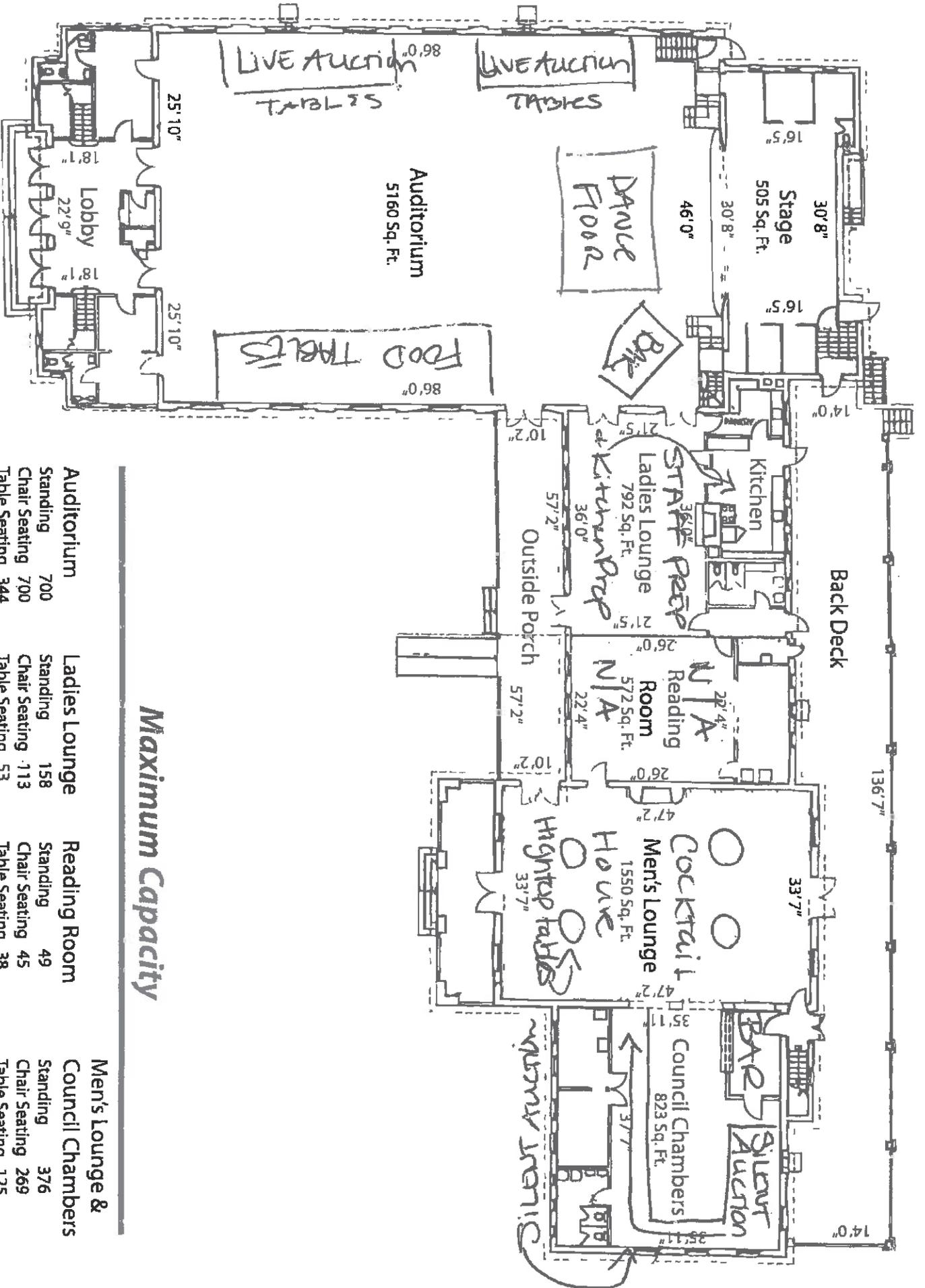
Explanation: _____

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>11/21/15</u>	<u>Saturday</u>	<u>5:00 pm</u>	<u>10:00 pm</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

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





Maximum Capacity

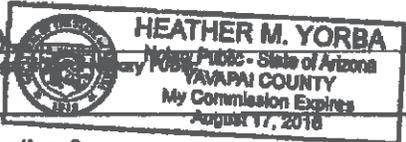
Auditorium		Ladies Lounge		Reading Room		Men's Lounge & Council Chambers	
Standing	700	Standing	158	Standing	49	Standing	376
Chair Seating	700	Chair Seating	113	Chair Seating	45	Chair Seating	269
Table Seating	344	Table Seating	53	Table Seating	38	Table Seating	125

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

I, Merrily Puchinka 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: Merrily S. Puchinka Business Manager 10-19-15 928
(Signature) Title/ Position Date Phone #
~~928-649-0624~~

The foregoing instrument was acknowledged before me this 19th October 2015
Day Month Year
State AZ County of Yavapai

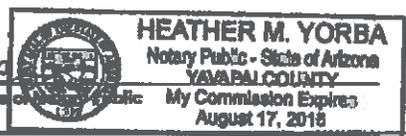
My Commission Expires on: Aug 17, 2016
Date
Heather M Yorba


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

I, Merrily Puchinka 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: Merrily S. Puchinka Business Manager 10-19-15 928-649-0624
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 19th October 2015
Day Month Year
State Arizona County of Yavapai

My Commission Expires on: Aug 17, 2016
Date
Heather M Yorba


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

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.



Staff Report

Agenda Item: Resolution of the Mayor and Common Council of the Town of Clarkdale, Arizona, amending Resolution #1505, Setting Fees for the Town of Clarkdale, by creating Liquor License Review – Special Event – Fair/Festival License fees - Approval of Resolution # 1508, a Resolution creating fees in the Town Fee Schedule.

Staff Contact: Kathy Bainbridge, Clerk – Finance Director

Meeting Date: November 10, 2015

Background: Clarkdale’s current fee schedule has a Liquor License Review fee for Special Events of \$25.00. We are now starting to get quite a few Fair/Festival Special Event license requests that we would like to match the State Fee of \$15.00, although the State fee is a per day fee, Clarkdale’s fee would be a per event fee.

The Fair/Festival License is a license which allows a licensed farm winery to serve products produced at the farm winery at a festival, sanctioned county or state fair or within the premises of a licensed special event. Liquor produced under the provisions of the farm winery license may be served for consumption on the fair/festival premises or “to-go” in the original, sealed container. The application requires approval of the governing body of the Town where the festival/fair will take place. The Arizona Department of Liquor License Control may issue up to fifty (50) wine festival licenses for each calendar year for each licensed domestic farm winery up to a cumulative total of one hundred fifty (150) days per winery per calendar year.

A Craft Distiller Fair/Festival license allows a licensed craft distillery to serve products produced at the craft distillery at a festival, sanctioned county or state fair or within the premises of a licensed special event. Liquor produced under the provisions of the craft distillery may be served for consumption on the fair/festival premises or "to-go" in the original, sealed container. The application requires approval of the governing body of the Town where the festival/fair will take place. The Arizona Department of Liquor License Control may issue up to twenty-five (25) wine festival licenses for each calendar year for each craft distiller up to a cumulative total of seventy-five (75) days per craft distiller per calendar year.

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 # 1508, a Resolution of the Mayor and Common Council of the Town of Clarkdale, Arizona, amending Resolution #1505, Setting Fees for the Town of Clarkdale, by creating Liquor License Review Special Event – Fair/Festival License Fees.



RESOLUTION # 1508

RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AMENDING RESOLUTION #1505, SETTING FEES FOR THE TOWN OF CLARKDALE, BY CREATING LIQUOR LICENSE REVIEW – SPECIAL EVENT – FAIR/FESTIVAL LICENSE FEES.

BE IT RESOLVED, that the following price and fee structure is hereby revised as shown:

GENERAL FEES:

➤ <i>Liquor License Review – Special Event – Fair/Festival License (Effective 11-11-15)</i>	<i>\$15.00</i>
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PASSED AND ADOPTED by the Mayor and Common Council of the Town of Clarkdale, Arizona, this 10th day of November, 2015.

APPROVED:

ATTEST:

Doug Von Gausig, Mayor

Kathy Bainbridge, Town Clerk/Finance Director



Staff Report

Agenda Item: **Geotourism Values Proclamation** – Approval of a Proclamation recognizing and endorsing sustainable geotourism values.

Staff Contact: Beth Escobar, Senior Planner

Meeting Date: November 10, 2015

Presented to: Town Council

Background:

With the November 12 launch date of the National Geographic Sedona Verde Valley Geotourism website, municipalities who have participated in this project are adopting proclamations endorsing the core values of geotourism.

Recommendation:

Approval of the Geotourism Values Proclamation

Geotourism Values Proclamation 2015

WHEREAS, in 2011, the Town of Clarkdale launched the **Sustainable Clarkdale Initiative** with the goal *“to provide an entrepreneurial environment rich in innovative, multi-disciplinary solutions, and educational and economic opportunities, resulting in a vibrant and viable future”*;

WHEREAS, the community ratified the **2012 General Plan** in March of 2012 which includes Objective 12-1.d: *“Support tourism opportunities”*;

WHEREAS, Town Council adopted the **Sustainable Community and Economic Development Plan** in July of 2013 which includes the short-term strategy to *“Develop, support and promote destination events throughout the Town to increase attractions for people, residents, and tourist to come to Clarkdale”*;

WHEREAS, National Geographic defines geotourism as *“Tourism that sustains or enhances the geographical character of a place – its environment, culture aesthetics, heritage and the well-being of its residents”*;

WHEREAS, geotourism objectives encourage citizens and visitors to get involved rather than remain spectators;

WHEREAS, Town staff has been working with the Sedona Verde Valley Tourism Council to promote geotourism in the Verde Valley;

NOW, THEREFORE, I, Doug Von Gausig, Mayor of the Town of Clarkdale, do hereby declare the Town of Clarkdale’s formal recognition and endorsement of sustainable geotourism values and the efforts of the Sedona Verde Valley Tourism Council in promoting geotourism in the Verde Valley.

IN WITNESS WHEREOF, I hereunto set my hand and cause the seal of the Town of Clarkdale to be affixed this _____ day of _____, 2015

Doug Von Gausig, Mayor

ATTEST:

Kathy Bainbridge, Town Clerk



Staff Report

Agenda Item: YAVAPAI COLLEGE PRESENTATION – Dr. James Perey, Executive Dean for the Verde Valley Campus, will provide an update on Yavapai College, including, but not limited to the College’s Strategic Planning Process, its Vision and Goals (Ends), Strategic Initiatives, and Tuition and Fee Structure.

Sponsor Council Member Regner

Staff Contact: Kathy Bainbridge, Clerk – Finance Director

Meeting Date: November 10, 2015

Background: Dr. James Perey, Executive Dean for the Verde Valley Campus, will provide an update on Yavapai College, including, but not limited to the College’s Strategic Planning Process, its Vision and Goals (Ends), Strategic Initiatives, and Tuition and Fee Structure.

Recommendation: Presentation only, no action required.

Yavapai College

Vision Statement

Yavapai College makes
our community a premier
place to learn, work and
live.

Goal 1

Education

- Adult Basic Education
- Dual Credit
- Developmental Education
- Transfer
- Career Technical
- Continuing Education



Goal 2

Economic Development

- Regional Economic Development Center
 - Custom Training
 - Economic Impact & Policy Analyses
 - SBDC
- Academics
 - Allied Health
 - Business
 - Career Technical
 - Public Safety



YAVAPAI COLLEGE
YREDC
REGIONAL ECONOMIC
DEVELOPMENT CENTER



Goal 3

Cultural Enrichment

- **Classes**
 - 2000+ face to face
 - 250+ online
 - OLLI & Edventures
- **Art Galleries**
- **Libraries**
 - 20% of County system
- **Community Events**
 - Live
 - Movies & Satellite
 - Academic Symposium



2015-2020 Strategic Initiatives

Initiative 1	Initiative 2	Initiative 3	Initiative 4	Initiative 5
Student Success	Economic Responsiveness	Community Engagement	Organizational Development	Fiscal Stewardship

Goals:

Increase Student Completion rates without sacrificing academic quality	Create job placement process	Increase credit and non-credit enrollment	Improve employee engagement and satisfaction	Model fiscal stewardship throughout the district
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Improve district-wide awareness of YC education and training opportunities

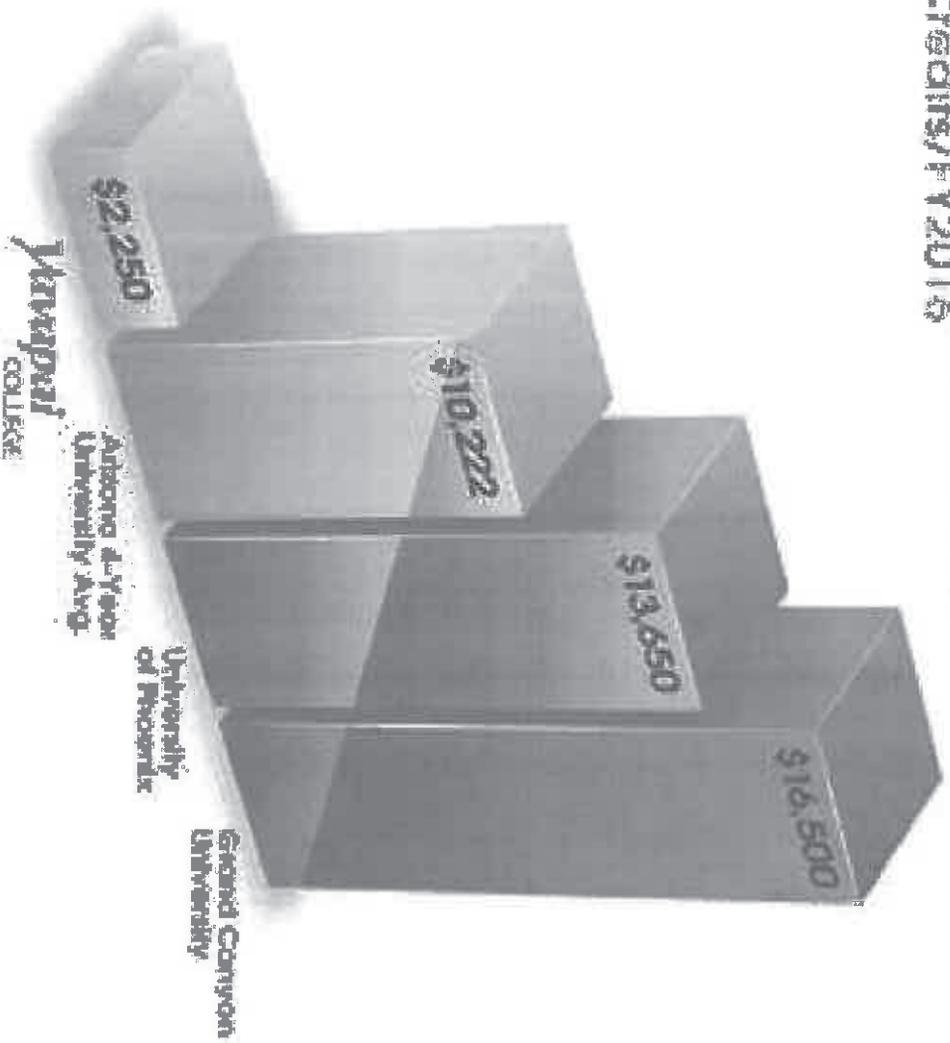
Improve East County satisfaction and cultural programming

Evaluate and revise the Capital Improvement Plan

Document and share YC economic impact and value	Improve community engagement			
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Yavapai College

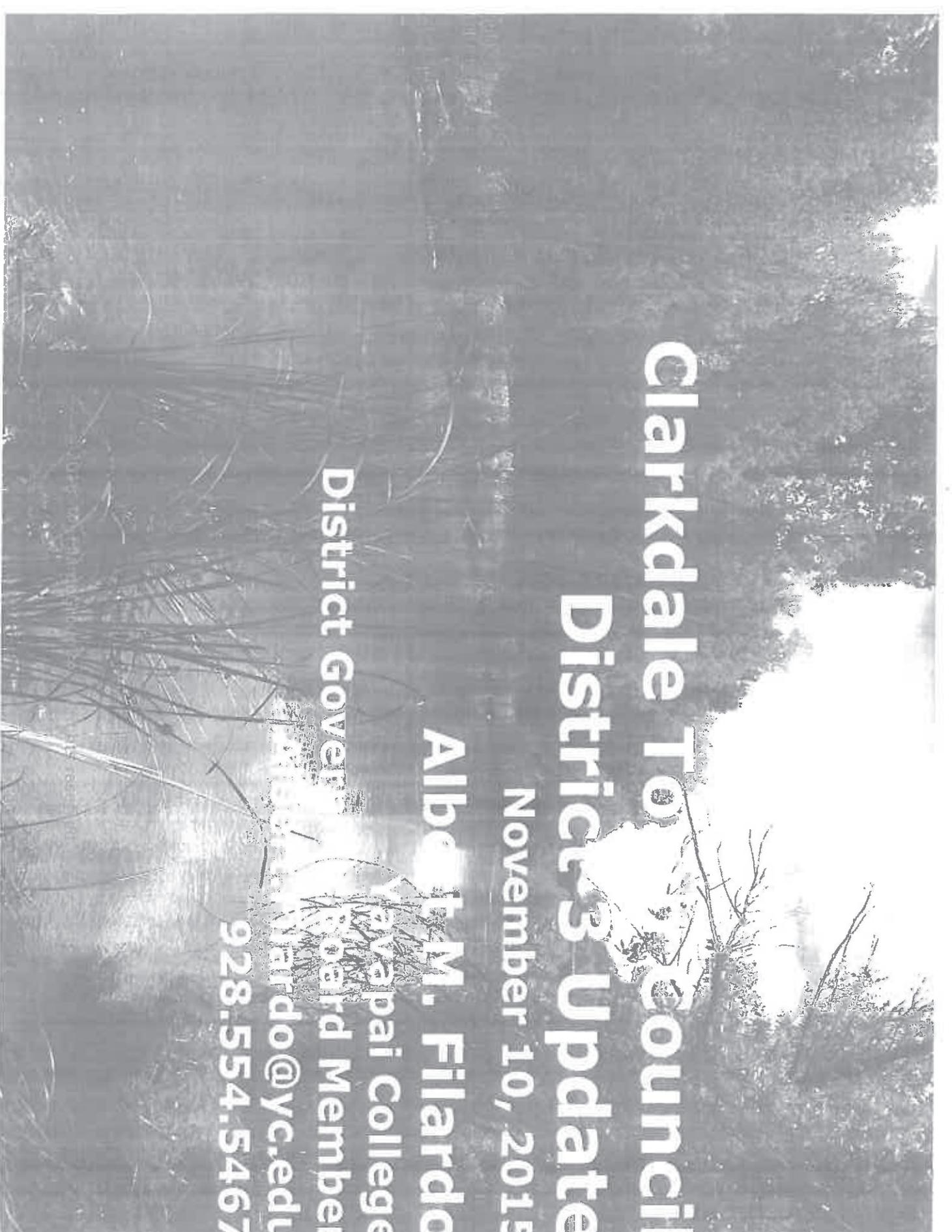
Cost Comparison: Annual Tuition & Fees 30 Credits/FY2016





Staff Report

- Agenda Item:** **YAVAPAI COLLEGE, DISTRICT 3, PRESENTATION** – Yavapai College District Governing Board Member and Verde Valley Board Advisory Committee Liaison Al Filardo will provide an update on the progress of the Verde Valley Board Advisory Committee, its community engagement plan, its recommendations to the Board and how it might move forward.
- Sponsor** Council Member Regner
- Staff Contact:** Kathy Bainbridge, Clerk – Finance Director
- Meeting Date:** November 10, 2015
- Background:** Yavapai College District Governing Board Member and Verde Valley Board Advisory Committee Liaison Al Filardo will provide an update on the progress of the Verde Valley Board Advisory Committee, its community engagement plan, its recommendations to the Board and how it might move forward.
- Recommendation:** Presentation only, no action required.



**Clarkdale Town Council
District 3 Update**

November 10, 2015

Albert M. Filardo

Yavapai College

District Governance Board Member

alfilardo@yc.edu

928.554.5467

Thank You

Clarkdale Town Council

for participating in the Verde Valley

Board Advisory Committee, and

Councilor Bill Regner

for all his work as the Vice Chair of the

VVBAC.

Purpose of tonight's talk

- To provide a brief update regarding progress related to Yavapai College (YC).

NOTE: I do not speak for the District Governing Board of YC.

My concerns during my previous presentation

- ❑ A strategic plan is needed, not just a campus master plan (CMP)
- ❑ Communications between YC and the communities it serves must improve
- ❑ Marketing of course offerings needs to improve
- ❑ My decision-making needed a comprehensive community-wide input process

Progress

- YC Leadership responded. We now have a draft of a comprehensive multi-year strategic plan out for review.
- Unfortunately, the 2015-16 budget was approved before the strategic plan was completed.

Executive Limitations 2.3

“The President shall not allow annual financial planning and budgeting that deviates materially from the Board’s Ends, priorities, jeopardizes financial solvency, **or fails to be a part of a multi-year strategic management plan, or violates applicable statutes.**”

Strategic Plan – SWOT Results

“District wide, students, faculty and staff related that **communication between YC and the community could and should be enhanced**. Additionally staff and faculty cited the marketing of YC offerings and programs as a weakness. Students reported that communication between faculty and students was extremely inconsistent.”

How will I make decisions as a DGB member?

- Find a way to **hear** the voices of the people I represent. The Verde Valley Board Advisory Committee provides access to those voices.
- As an elected official, it is my duty to help the College by considering information from YC and my community.

Actions taken by the VVBAC

- Learned from key members of the College
- Engaged with every municipality, the YAN and those in the County to gather pertinent information
- Met with leaders in K-12 education
- Conducted the first of several town hall meetings to gather citizens' views and suggestions
- Provided feedback to the DGB based on the above actions

Red Rock News Survey: Do you think the WVBAAC is doing a good job?

- **81.3%** Yes it is keeping the Verde Valley relevant.
- 10.4% No, it's overstepping its bounds
- 4.2% Yes, it keeps the college in check
- 2.1% It is not doing enough

**Article from the ACCT Newsletter,
the Association of Community College Trustees,
Issue #9, Trustee Talk with AACT highlighting
questions the district governing boards should be
asking themselves**

- What are the top three things our college is doing to engage our most isolated and socioeconomically disadvantaged neighborhoods?
- What do members of these communities tell us?
- What processes do we have in place to solicit their comments and act according to their needs?
- What policy decisions has the board made related to equitable outreach and inclusiveness?

Policy Governance Retreat

- “Make sure” there is “representative ownership” by groups/committees that provide input on important issues brought to the Board.
- Richard Stringham, Senior Associate, The Governance Coach

The Verde Valley Board Advisory Committee

"This is a no-brainer."

"This is unique."

Comments by former DGB Chair Ray Sigafos

We have a very good community college.

The next topic for consideration by the VVBAC is how to provide county-wide ACCESS.

Comments & Questions?

THANK YOU

Albert M. Filardo
Yavapai College
District Governing Board Member
District 3
Albert.Filardo@yc.edu
928.554.5467



STAFF REPORT

Agenda Item:

PALISADES DRIVE MARICOPA EDGE PROJECT WITH FANN ENVIRONMENTAL UNDER A UNDER A JOB ORDER CONTRACT (JOC) FOR AN AMOUNT NOT TO EXCEED \$51,895.00 AND ISSUANCE OF A NOTICE TO PROCEED-
Discussion and possible action regarding the Palisades Drive edging project with Fann Environmental.

Staff Contact:

Wayne Debrosky, Public Works/Utilities Director

Meeting Date:

November 10, 2015

Background:

During the 2015/16 Strategic Planning Sessions Council was updated on a revised road rotation list which identified Palisades Drive and Lower Town as two top priority roadways in the Town of Clarkdale needing road work to prevent the loss of road surface to due unraveling at the edges. Treatment options and cost estimates were presented to Council for the stabilization the road edges of these two areas, and for other areas within the Town of Clarkdale. The proposed work includes saw cutting and removing up to two feet along each side of the road. The exposed road edges would then be excavated and compacted to allow for the installation of a thickened asphalt or Maricopa edge detail.

The proposed scope of the Palisades Drive Maricopa Edge Project is to saw cut and remove the existing chip seal pavement edges for a total of twenty four hundred linear feet (2400'), or twelve hundred feet on each side of Palisades Drive, and prepare the edges to receive a thickened asphalt or Maricopa Edge detail. The work area starts from the intersection of Palisades Drive and Broadway and continues up Palisades Drive for a distance of twelve hundred linear feet (1200').

This work would be done under an existing Job Order Contract (JOC) with Fann Environmental and would be paid for out of the Street Fund. The proposal from Fann Environmental includes the Maricopa Edge paving R&R with removal of the existing pavement edge; traffic control with flaggers; and the bond.

Please note that any street work in Lower Town has been put on-hold until the schedule and scope of the United Verde Soil Remediation Project is determined.

Recommendation:

Staff recommends that Council approve the proposal submitted by Fann Environmental for the Palisades Drive Maricopa Edge Project under a Job Order Contract (JOC) in an amount not to exceed \$51,895.00, and direct the Public Works/Utilities Director to issue a Notice to Proceed to Fann Environmental for this project.

PALISADES DRIVE MARICOPA EDGE - TOWN OF CLARKDALE



Fann Environmental

6708 Corsair Ave, Ste A
 Prescott, AZ 863.1
 Contact: Jay Willes
 Phone: 928 778-5335
 Fax: 928 778-5870

<u>Quote To:</u>	Town of Clarkdale	<u>Job Name:</u>	Palisades Drive Maricopa Edge
<u>Atten:</u>	Wayne Debrosky	<u>Date of Plans:</u>	N/A
<u>Phone:</u>	928 639-2525	<u>Revision Date:</u>	
<u>Fax:</u>	928 639-2529		

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
MEP	Maricopa Edge Paving R&R w/Haul Off	2,400.00	LF	20.75	49,800.00
TC	Traffic Control w/Flaggers	1.00	DAY	1,600.00	1,600.00
BOND	Bond	1.00	LS	495.00	495.00
GRAND TOTAL					\$51,895.00

NOTES:

AP&S Notes:

- Asphalt Supply - Night work, weekend work, extra overtime hours may incur additional charges. Plant startup fee of \$500 if less than 100 tons in a half day period.
- ANY CONTRACT WILL BE REQUIRED TO INCLUDE OUR PROPOSAL AS OUR SCOPE OF WORK.
- In the event that we retain the services of any attorney to enforce any term or provision of this proposal, we shall be entitled to all legal expenses incurred, including reasonable attorney's fees & expenses.
- Proposal is valid for 30 days from issue. After that date, please call our office to see if the acceptance period can be extended
- Price shown DOES NOT include Performance and Payment bond. Add 1% if bond is required.
- All required testing, permits, and survey (including blue tops) and Traffic Control by the prime contractor or owner.
- Taxes to be paid for by the Owner, Prime Contractor, or provide a "Privilege Tax Exempt Form."
- If wet or soft conditions are encountered that require removal, additional processing, or de-watering, this would be an additional charge.
- Our proposal does not include any rock removal that requires blasting or hammering. If rock is encountered, it will be removed at an additional charge unless noted.
- If existing utilities require lowering or re-location, this would be an additional charge.
- We do not include any utility patching unless noted.
- If we are directed to pave on soft or frozen grade or at temperatures below 40 degrees, this will void the warranty of the asphalt paving, unless other agreements are made in writing.
- We do not include any herbicide, soil sterilant, prime coat, fog seal, preservative seal, seal coat, or striping unless noted.
- Items are NOT tied.
- Includes one mob for all work. Additional mobs to be billed at \$3,500.

INCLUDES:

Sales Tax, Bond

All Related Materials, Equipment & Labor Per Discussed Scope of Work

Traffic Control w/Flaggers

One Mobilization

EXCLUDES:

Stripping or Markings

Permits, SWPPP, Engineering or Survey

Landscape R&R



Staff Report

Agenda Item: AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, MOVING SECTION 7-11-8.1 DEVELOPMENT REVIEW ADJACENT TO PEAKS OR RIDGES TO SECTION 7-16-1 OF THE TOWN CODE; MOVING SECTION 7-11-8.2 DEVELOPMENT GUIDELINES FOR PEAKS AND RIDGES TO SECTION 7-16-2 OF THE TOWN CODE AND RENUMBERING SECTIONS 7-17 AND 7-18 AND ADDING SECTION 7-19, REPEALING CONFLICTING ORDINANCES AND PROVIDING FOR SEVERABILITY – Discussion and possible action for Ordinance #370 regarding development review and guidelines for peaks and ridges.

Staff Contact: Beth Escobar

Meeting Date: November 10, 2015

Background: As discussed during the worksession for the proposed changes to the grading ordinance, staff is recommending the sections of the code relating to development on peaks and ridges be removed from the grading ordinance and established as a separate section.

Recommendation: Adoption of Ordinance #370, an ordinance , moving Section 7-11-8.1 Development Review Adjacent to Peaks or Ridges to Section 7-16-1 of the Town Code; moving Section 7-11-8.2 Development Guidelines for Peaks and Ridges to Section 7-16-2 of the Town Code and renumbering Sections 7-17 and 7-18 and adding Section 7-19, repealing conflicting ordinances and providing for severability.

ORDINANCE # 370

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, MOVING SECTION 7-11-8.1 DEVELOPMENT REVIEW ADJACENT TO PEAKS OR RIDGES TO SECTION 7-16-1 OF THE TOWN CODE; MOVING SECTION 7-11-8.2 DEVELOPMENT GUIDELINES FOR PEAKS AND RIDGES TO SECTION 7-16-2 OF THE TOWN CODE AND RENUMBERING SECTIONS 7-17 AND 7-18 AND ADDING SECTION 7-19, REPEALING CONFLICTING ORDINANCES AND PROVIDING FOR SEVERABILITY.

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

Section 1: Move Section 7-11-8.1 Development Review Adjacent to Peaks or Ridges to Section 7-16-1 of the Town Code as follows:

Article 7-16 DEVELOPMENT REVIEW AND GUIDELINES FOR PEAKS OR RIDGES

Section 7-16-1 Development Review Adjacent to Peaks or Ridges

- A. When development is proposed within 350 feet of a peak protected area, the develop shall submit to the Community Development Department a topographic map (scale no smaller than one inch equals one hundred feet with then foot contour intervals) delineation the protected area of the peak or ridge, the peak point or ridge line, and elevations.
- B. This map shall be submitted in conjunction with a a grading plan for building permit review purposes, tentative plat, building permit application or development plan. This requirement shall also apply when a road or development is proposed within a protected area, subject to the granting of a special use or an addition permit.

Section 2: Move Section 7-11-8.2 Development Guidelines for Peaks and Ridges to Section 7-16-2 of the Town Code as follows:

Section 7-16-2 Development Guidelines for Peaks and Ridges

- A. Native trees and shrubs shall be planted and spaced in at most twenty foot intervals to screen all building walls. An alternative vegetation that would achieve the same results may be used if approved by the Community Development Director or his assigned designee. In all cases, fifteen-gallon plant or larger shall be used, and they must be connected to and irrigation system until established.
- B. Roadway edges shall be re-vegetated.
- C. Every outside light source shall be shielded and directed toward the center of the land parcel and away from the property lines; and

D. The width of a private driveway that must cross the protected area of a level two protected peak or ridge shall not exceed twelve feet, and the width of a private roadway providing two-way access that must cross the protected area of a peak or ridge shall not exceed eighteen feet.

Section 3: Section Rename Section 7-17 from Conflicting Wording to Permits and renumber Section accordingly.

Section 4: Rename Section 7-18 from Violations and Enforcement to Conflicting Wording and renumber Section accordingly.

Section 5: Move existing Section 7-18 to new Section 7-19 Violations and Enforcement and renumber Section accordingly.

Section 6: That all Ordinances and part of Ordinances in conflict with the provisions of this Ordinance or any part of this document adopted herein by reference are hereby repealed; and

Section 7: Any portion of the Town Code repealed by this Ordinance does not affect rights and duties that matured or penalties that were incurred, and proceedings that were begun before the effective date of the repeal; and

Section 8: If any section, subsection, sentence, clause, phrase or portion of this Ordinance or any part of this document adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED by the Mayor and Council of the Town of Clarkdale, Arizona, this 10th day of November, 2015.

Doug Von Gausig, Mayor

ATTEST:

APPROVED AS TO FORM:
Boyle, Pecharich, Cline & Whittington, P.L.L.C.
Town Attorneys

Kathy Bainbridge, Town Clerk

Vote: _____ Passed: _____ Published: _____ Effective: _____



Staff Report

Agenda Item: A RESOLUTION OF THE MAYOR AND THE TOWN COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED: “GRADING CODE” – Discussion and consideration of Resolution #1509 declaring the “Grading Code” as a public record.

Staff Contact: Beth Escobar, Senior Planner

Meeting Date: November 10, 2015

Background:

Per Council’s direction in worksession, staff has incorporated the following changes into the draft ordinance:

- Section 7-11-5: Clarified language regarding permit requirements
- Section 7-11-7: Item J regarding dust control has been eliminated
- Section 7-11-12: A dust control plan requirement has been added to the permit application requirements
- Section 7-11-24: Language has been added regarding enforcement of dust control requirements
- Section 7-11-31: Language has been added regarding requirement for as-built plans on projects larger than one acre

Summary:

The recommended changes to the grading ordinance amend the regulations to provide clearer guidance to anyone doing projects that require earthwork and provide the Town the ability to better regulate projects in order to prevent detrimental or hazardous situations and protect natural and historic areas, adjacent properties and neighborhoods, protect viewsheds and preserve existing native vegetation.

Recommendation: Approval of Resolution 1509, a Resolution declaring the “Grading Code” as a public record.

RESOLUTION # 1509

A RESOLUTION OF THE MAYOR AND THE TOWN COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED: "GRADING CODE".

BE IT RESOLVED by the Mayor and the Town Council of the Town of Clarkdale:

THAT the certain document entitled the "Grading Code", attached hereto as "Exhibit A", one paper copy and one electronic copy which are on file in the Office of the Town Clerk, is hereby declared to be a public record, and said copies are ordered to remain on file with the Town Clerk.

PASSED AND ADOPTED by the Mayor and the Town Council of the Town of Clarkdale, Arizona on this 10th day of November, 2015.

Doug Von Gausig, Mayor

ATTEST:

Kathy Bainbridge, Town Clerk

Exhibit A

Grading Code

Adopted: November 10, 2015
Effective Date: December 11, 2015

Town of Clarkdale, AZ
P.O. Box 308
Clarkdale, AZ 86324
(928) 639-2400
www.clarkdale.az.gov

Article 7-11 EXCAVATION AND GRADING

<u>Section 7-11-1 Introduction</u>	3
<u>Section 7-11-2 Purpose</u>	3
<u>Section 7-11-3 Scope</u>	4
<u>Section 7-11-4 Definitions</u>	4
<u>Section 7-11-5 Permits Required</u>	6
<u>Section 7-11-6 Exempted Grading Work</u>	6
<u>Section 7-11-7 Guidelines</u>	6
<u>Section 7-11-8 Grading Calculations and Limits</u>	7
<u>Section 7-11-9 Grading Standards</u>	8
<u>Section 7-11-10 Protection of Adjoining Property</u>	11
<u>Section 7-11-11 Protection of Utilities and Rights of Way</u>	11
<u>Section 7-11-12 Grading Permit Requirements</u>	11
<u>Section 7-11-13 Stormwater Pollution Prevention Plan</u>	14
<u>Section 7-11-14 Operation Standards</u>	14
<u>Section 7-11-15 Time of Operations</u>	15
<u>Section 7-11-16 Conditions of Approval</u>	15
<u>Section 7-11-17 Liability</u>	15
<u>Section 7-11-18 Denial of Permit</u>	15
<u>Section 7-11-19 Decision</u>	16
<u>Section 7-11-20 Financial Security</u>	16
<u>Section 7-11-21 Expiration</u>	17
<u>Section 7-11-22 Extension</u>	17
<u>Section 7-11-23 Renewal</u>	17
<u>Section 7-11-24 Enforcement</u>	18
<u>Section 7-11-25 Modifications</u>	18
<u>Section 7-11-26 Fees</u>	18
<u>Section 7-11-27 Hazards</u>	18
<u>Section 7-11-28 Notification of Non-Compliance</u>	19
<u>Section 7-11-29 Inspection Authority</u>	19
<u>Section 7-11-30 Site Inspection</u>	19
<u>Section 7-11-31 Notification of Completion</u>	20
<u>Section 7-11-32 Appeals</u>	20

Section 7-11-1 Introduction

Grading and drainage is regulated because it can cause serious problems when not done properly. Problems created by improper and lack of proper drainage mitigation grading include:

- A. Erosion. Newly exposed soil can erode easily, moving from areas where it is desirable, to areas where it presents problems.
- B. Poor Compaction. If soil placed under a building is not compacted properly, or if the density varies too much, the building may settle and suffer damage.
- C. Vegetation Loss. Excessive grading causes loss of natural vegetation and damages other natural resources for years.
- D. Improper Drainage. Even minor grading can change drainage patterns across a property, which can cause erosion problems on adjacent properties.

Section 7-11-2 Purpose

The purpose of these regulations is to:

- A. Regulate earth removal, excavation, filling, stockpiling, and grading operations to minimize negative impacts upon the use and enjoyment of surrounding properties, including, but not limited to, negative effects upon health, property values, drainage patterns and the future use of the premises involved.
- B. Protect against detrimental impacts on, or significant alteration of historic areas, scenic landmarks or a neighborhood's or the Town's infrastructure and essential characteristics, including significant topographical features.
- C. Establish grading standards designed to:
 - 1. Regulate the development of potentially hazardous terrain.
 - 2. Conserve the general visual character of grading sites and settings.
 - 3. Enhance the value of new development.
 - 4. Conserve the value of existing, affected properties.
 - 5. Supplement the excavation and grading standards of the International Building Code (IBC) or the International Residential Code (IRC) which has been adopted by the Town of Clarkdale. Where differences arise between these regulations and the IBC and IRC, the more stringent standard shall apply.
 - 6. Conserve the unique natural resources of hillside areas.
 - 7. Reduce the physical impact of hillside development by encouraging innovative site and architectural design, minimizing grading, and requiring more intense restoration of graded areas.
 - 8. Minimizing disturbance of existing drainage patterns and soil erosion problems incurred in development alteration of hillside terrain.

9. Provide safe and convenient access to hillside development.

All excavation and grading shall be performed in accordance with the provisions of this article but shall not be construed to prevent the enforcement of other laws which prescribe more restrictive limitations, nor shall the provisions of this article be presumed to waive any limitations imposed by other statutes or ordinances.

Section 7-11-3 Scope

These regulations establish rules to control grading, excavation, earthwork, drainage patterns and site improvement construction, and establish administrative requirements for the issuance of permits, approval of plans, and inspection of grading construction.

Before any grading activity may begin, plans shall be approved by the Community Development Director or representative and Yavapai County Flood Control.

Section 7-11-4 Definitions

“Bedrock” is in-place solid rock.

“Bench” is a relatively level step excavated into earth material on which fill is to be placed.

“Compaction” means the densification of a fill by mechanical means.

“Cut” is the removal of earth material. It may also mean the grade resulting from removal of earth material.

“Detention Area” means a man-made, or natural, water collection facility designed to collect surface and subsurface water in order to impede its flow and to release the same gradually at a rate not greater than that prior to the development of the property, into natural or man-made outlets.

“Development” means any human alteration to the existing state of the land, including its vegetation, soil, geology, topography or hydrology for any commercial, industrial, residential or accessory facilities, or any other use, including any and all utilities, sewers, septic systems and circulation areas, such as streets, private roads, parking areas or driveways.

“Earth Material” means any rock, natural soil fill, or any combination.

“Engineering Geology” is the application of geologic knowledge and principles in the investigation and evaluation of naturally occurring rock and soil for use in the design of civil works.

“Erosion” means the wearing away of the ground surface as a result of the movement of wind or water.

“Excavation” means the mechanical removal of earth material.

“Fill” means a deposit of earth material placed by artificial means.

“Grade” means the vertical location of the ground surface.

“Existing Grade” is the ground surface prior to grading.

“Finished Grade” is the final grade of the site that conforms to the approved plan.

“Natural Grade” is the ground surface unaltered by artificial means.

“Rough Grade” is the stage at which the grade approximately conforms to the approved plan.

“Grading” means the clearing, brushing, grubbing, excavating, or filling of a site.

“Grubbing” means the removal of vegetation (grass, brush, trees, and similar plant types) by mechanical means.

“Land Parcel” is an area of land with boundaries recorded in the Yavapai County Recorder’s Office.

“Mitigation” the replacement and/or restoration of damaged or disturbed site features or a high-value resource on-site to a condition that replicates the natural undisturbed condition that historically existed on-site or in the neighborhood. (See also Restoration)

“No practicable alternative” When used, the term means that the property owner has demonstrated to the satisfaction of the Community Development Director or representative that due to physical conditions existing on the property, compliance with the requirements of a section cannot reasonably be practically or functionally achieved.

“Peak Protected Area” is the circular area defined by a 150 foot radius (map distance) from the peak point.

“Restoration” is the process of repairing a previously disturbed, damaged, undamaged or ungraded condition of vegetation, plant communities, geologic structures, grade, drainages, and riparian habitat that historically existed on site or in the neighborhood. Restoration of previously disturbed areas will include enhanced revegetation, and may include corrective grading, natural and artificial rock, and top dressing.

“Retention Area” means a man-made, or natural, water collection facility designed to collect surface and subsurface water and retain it on a permanent basis.

“Soil” is the naturally occurring superficial deposits overlying bedrock.

“Soil Engineering” means the application of the principles of soil mechanics in the investigation, evaluation, and design of civil works involving the use of earth materials and the inspection and testing of the construction thereof.

“**Stockpile**” means earth material in excess of 50 cubic yards stored for a temporary period of time upon a lot.

“**Terrace**” is a relatively level step constructed in the face of a graded slope surface for drainage and maintenance purposes.

Section 7-11-5 Permits Required

Except for those exemptions listed in Section 7-11-6, a grading permit is required for all work involving excavation, cut and/or fill. A separate permit is required for each developed parcel where activity will occur. Undeveloped contiguous parcels may be handled under a single permit.

Section 7-11-6 Exempted Grading Work

A grading permit is **not** required for the following:

- A. An excavation authorized by a building permit;
- B. Excavation and backfill for the installation of underground utilities by public utilities;
- C. Public cemetery graves;
- D. Mining, quarrying, excavating, processing, stockpiling of rock, sand, gravel, aggregate or clay for an established active use and provided for by law;
- E. Exploratory excavations under the direction of soil engineers or engineering geologists, provided that all excavations are properly backfilled;
- F. Archaeological explorations conducted under state permit;
- G. Excavations for wells and tunnels authorized by a permit;
- H. Residential gardens or landscaping on grades less than 20 percent and less than 50 cubic feet combined cut and fill.

The Community Development Director or representative may grant minor modifications to the provisions of this article and may waive the requirement for a grading permit for isolated, self-contained areas if there is no impact to adjacent private or public property.

Section 7-11-7 Guidelines

The design and implementation of all grading shall address the following:

- A. **Minimize** scars and other adverse visual impacts resulting from cut and fill;

- B. Blend with the natural contours of the land;
- C. Conserve the natural scenic beauty and vegetation of the site;
- D. Restrict the areas and volumes to the minimum necessary to implement the planned development;
- E. Ensure that grades, hillside slopes or other areas subject to erosion are stabilized;
- F. Reduce the erosion effects of storm water discharge, preserve the flood-carrying capacity of natural or constructed waterways by limiting soil loss, and protect drainage ways from siltation;
- G. Minimize dust pollution and surface water drainage from graded areas during grading and development;
- H. Ensure grading activity is designed and implemented to minimize adverse impacts and include appropriate restorative measures;
- I. Not impair surface drainage;

Section 7-11-8 Grading Calculations and Limits

Development Category	Parcel/Lot Size Per Dwelling Unit	Maximum grading permitted
1. Multiple dwellings/business offices/existing commercial and industrial (mass graded)	varies	80% of the project site
2. Single attached or detached dwelling units (mass graded subdivisions)	<20,000 sq. ft.	50% of the project site
3. Single detached dwelling units (individually graded lots)	<20,000 sq. ft.	50% of the lot
4. Single detached dwelling units (individually graded lots)	20,000 sq. ft. to 43,560 sq. ft.	10,000 sq. ft. or 40% of lot, whichever is greater
5. Single detached dwelling units (individually graded lots)	>43,560 sq. ft. to 72,000 sq. ft.	17,425 sq. ft. or 30% of lot, whichever is greater

6. Single detached dwelling units (individually graded lots)	>72,000 sq. ft. to 144,000 sq. ft.	21,601 sq. ft. or 17% of lot, whichever is greater
7. Single detached dwelling units (individually graded lots)	>144,000 sq. ft. to 180,000 sq. ft.	24,481 sq. ft. or 15% of lot, whichever is greater
8. Single detached dwelling units (individually graded lots)	>180,000 sq. ft.	27,001 sq. ft. or 10% of lot, whichever is greater.

The Community Development Director or representative may determine special circumstances exist allowing modifications of these limits. Grading calculations and limits for projects not covered by a development category shall be established on a case by case basis.

Section 7-11-9 Grading Standards

A. Cuts and Fills.

- a. Unless otherwise recommended in the approved grading report, or recommended by the Community Development Director or representative, to meet the objectives of these regulations, cuts and fills shall conform to the provisions of the currently adopted Building Code. The slope of cut and fill surfaces shall be no steeper than is safe for the intended use.
- b. Cuts and fill slopes shall be no steeper than two units horizontal to one unit vertical (50% slope) unless otherwise recommended in the grading report by an engineer and approved by the Community Development Director or representative.
- c. These provisions may be waived by the discretion of the Community Development Director or representative for minor fills not intended to support structures.
- d. Fill slopes shall not be constructed on natural slopes steeper than 1 unit vertical to 2 units horizontal (50% slope). Any and all fill less than 1 unit vertical to 2 units horizontal shall be designed by an engineer and submitted for review and shall include material to be used, methods of compaction and parameters of acceptable limits.
- e. Except as noted below, detrimental amounts of organic material shall not be permitted in fills. Well graded soil be used for fill. Except as permitted by the Community Development Director or representative, no rock or similar irreducible material with a maximum dimension greater than 12" shall be buried or placed in fills.
- f. The Community Development Director or representative may permit placement of larger rock when the soils engineer properly devises a method of placement, and continuously inspects its placement and approves the fill stability. In such

case, the following conditions shall also apply:

- i. Prior to issuance of the grading permit, potential rock disposal areas shall be delineated on the grading plan.
- ii. Rock sizes greater than 12" in maximum dimension shall be buried 10' or more below grade, measured vertically.
- iii. Rocks shall be placed to assure filling of all voids with well-graded soil.
- iv. No cut and fill shall encroach upon any floodplain, except as provided for in the floodplain management regulations, or any adjacent properties, except by the mutual written consent of all parties affected. Such consent is to be filed with the development services department of Yavapai County.
- v. Excess cut or fill material shall not be disposed of over the sides of hills or ridges, or on project site, but instead shall be hauled off the site.
- vi. Any exposed slope with a vertical distance greater than ten feet (10') shall include planting areas and terraced plant benches as follows:
 - i) A minimum six foot (6') wide planting area at the toe of the exposed slope; and
 - ii) A minimum six foot (6') wide terraced plant bench at the ten foot (10') height of the exposed slope and at continuing intervals after every additional ten foot (10') height of exposed slope (planting areas and plant benches shall extend the length of the exposed slope); and
 - iii) The planting areas and plant benches shall be vegetated with plants in conformance with the Town of Clarkdale approved plant list.
- g. Exposed fill slopes shall be separated by a minimum twenty-foot (20') wide enhanced natural area buffer, except that the exposed fill slopes may be connected by a maximum six-foot (6') wide walkway in the natural area buffer.
- h. The vertical distance of a driveway exposed slope shall not exceed six feet (6') measured from the outer edges of the driveway and shoulders cross section. The vertical limitation may be increased if the Community Development Director or representative confirms that there is no practical alternative to the increase.
- i. Grading shall not extend more than six feet (6') horizontally beyond the structural development perimeter and six feet (6') on either side of the center line of a utility trench. The six foot (6') horizontal limitation beyond the structural development perimeter may be increased to a maximum of twelve feet (12') on slopes greater

than fifteen percent (15%) that extend upward and are perpendicular to the structural development perimeter.

- j. All soils shall be compacted to a minimum of 90% of maximum density post development testing shall be submitted that shows compliance with the 90 percent maximum density.

B. Setbacks

- a. Setback dimensions from adjacent properties, roadways and existing infrastructure shall be as shown on the submitted plans.
 - b. Top of Cut Slope. The top of cut slopes shall not be made nearer to a site boundary line than one fifth of the vertical height of cut with a minimum of 2 feet and a maximum of 10 feet. The setback may need to be increased for any required interceptor drains.
 - c. Toe of Fill Slope. The toe of fill slope shall be setback from the site boundary at least one half the height of the slope with a minimum of 2 feet and a maximum of 20 feet separation. Where a fill slope is to be located near the site boundary and the adjacent off-site property is developed, special precautions shall be incorporated in the work as the Community Development Director or representative deems necessary to protect the adjoining property from damage as a result of such grading. These precautions may include, but are not limited to:
 - i. Additional setbacks;
 - ii. Provision for retaining or slough walls;
 - iii. Mechanical or chemical treatment of the fill slope surface to minimize erosion; and/or
 - iv. Provisions for the control of surface waters.
 - d. Modification of Slope Location. The Community Development Director or representative may approve alternate setbacks. The Community Development Director or representative may require an investigation and recommendation by a qualified engineer or engineering geologist to demonstrate that the intent of this section has been satisfied.
- C. Retaining walls and/or deep foundations may be used to reduce the required setbacks when approved by the Community Development Director or representative.
- D. Disposal of Cleared Material and Fill – Vegetation, dirt, and rocks removed during cleaning operations shall be disposed of in a manner approved by the Community Development Director or representative.
- E. Excavated Materials removed during grading operations shall be disposed of in a manner approved by the Community Development Director or representative.

F. Any material spilled on the roadway shall be removed within 24 hours.

G. Site Re-vegetation and Stabilization.

- a. All graded areas shall be re-vegetated or stabilized per the approved plan within 60 days after completion of the work. The re-vegetation shall include plants from the Town of Clarkdale Approved Plant List found in Section 9 of the Town of Clarkdale Zoning Code at a similar density as found in adjacent, ungraded areas. Revegetation shall be maintained until established.

Section 7-11-10 Protection of Adjoining Property

Each adjacent owner is entitled to the lateral and subjacent support which their land receives from the adjoining land, subject to the right of the owner of the adjoining land to make proper and usual excavations on the same for purposes of construction of improvements as provided by law. The permittee is responsible for the prevention of damage to adjacent property and shall not excavate on land sufficiently close to the property line to endanger any adjoining public street, sidewalk, alley or other public or private property prior to supporting and protecting such property from settling, cracking or other damage which may result.

Section 7-11-11 Protection of Utilities and Rights of Way

During operations the permittee shall be responsible for the prevention of damage to any street or drainage facilities or to any public utility. This responsibility applies within the limits of grading and along routes of travel of equipment.

Permittee shall be responsible for any repair of damage caused during operations.

Section 7-11-12 Grading Permit Requirements

Application for a grading permit shall be accompanied by two sets of plans and specifications, and supporting data including a drainage report, a soils engineering report, an engineering geology report, and any other information determined to be necessary by the Community Development Director or representative. All plans and reports shall be prepared and signed by an engineer licensed by the State of Arizona. Specifications shall contain information covering construction and material requirements.

Plans shall be drawn to an engineering scale not to exceed 1" = 20' unless otherwise approved by the Community Development Director or representative and shall be of sufficient clarity to indicate the nature and extent of the work proposed and show in detail conformance to the provisions of these regulations, as well as all relevant laws, ordinances, rules, and other regulations. The first sheet of each set of plans shall give the location of the work, the name and address of the owner, and the name of the person who prepared the plans.

The submittal packet shall include the following information:

- A. The property address and/or parcel number.

- B. A written description of the purpose, nature, and objectives of the proposed operation.
- C. The estimated starting and completion dates and the hours and days of operation.
- D. The general vicinity of the proposed site.
- E. Property limits and accurate contours of existing ground and details of terrain and area drainage.
- F. The quantity and type of earth product to be removed, filled, excavated, graded and/or stockpiled.
- G. The locations of floodway and floodplain boundaries and base flood elevations as determined on Federal Emergency Management Agency (FEMA) Flood Maps and the location of other water courses and land subject to inundation or flood hazard.
- H. If applicable, engineer's calculations and estimated values for each tributary of storm runoff for a twenty-five (25) year and one hundred (100) year frequency storms as specified in the Yavapai County Flood Control District Ordinance. The values shall be indicated along the boundary of the property for all points of drainage entering and leaving the property.
- I. Detailed plans of all surface and subsurface drainage devices, walls, cribbing, dams, and other protective devices to be constructed with, or as a part of, the proposed work, together with a map showing the drainage area and the estimated runoff of the areas served by a drain.
- J. Location of any buildings or structures on the property where the work is to be performed and the location of any buildings or structure on land adjacent owners that are within fifteen feet (15') of the property or that may be affected by the proposed grading operations.
- K. Soils Engineering Report including data regarding the nature, distribution, and strength of existing soils, conclusions and recommendations for grading procedures, and design criteria for corrective measures, including buttress fills, when necessary, and opinion on adequacy for the intended use of sites to be developed by the proposed grading as affected by soils engineering factors, including the stability of slopes. Report must be dated and contain the names, addresses, and phone numbers of the firms or individuals who prepared the reports.
- L. Engineering Geology Report including an adequate description of the geology of the site, conclusions and recommendations regarding the effect of geologic conditions on the proposed development, and opinion on the adequacy for the intended use of sites to be developed by the proposed grading, as affected by geologic factors. Report must be dated and contain the names, addresses, and phone numbers of the firms or individuals who

prepared the reports.

- M. Recommendations included in the soils engineering report and the engineering geology report shall be incorporated in the grading plans or specification. When approved by the Community Development Director or representative, specific recommendations contained in the soils engineering report and the engineering geology reports, which are applicable to grading, may be included by reference.
- N. Upon a finding of unusual soil conditions or of insufficient data to properly assess compliance with these regulations, the Community Development Director or representative may require the applicant to provide additional information on soil, rock ledge, ground water condition, or drainage, or provide any other information deemed necessary and appropriate by the Community Development Director or representative.
- O. Traffic Control Plan including:
 - a. A stop sign shall be posted at the entrance of the access road to the public roadway.
 - b. Advance warning signs, approved by the Community Development Director or representative shall be posted on the public roadway 400 feet on each side of the access intersection. The signs shall be placed 6 feet from the edge of the pavement, and the base of the signs shall be 5 feet above the pavement level. The advance warning signs shall be covered or removed when the access intersection is not in use.
 - c. If the grading project includes the movement of earth material to or from the site in an amount considered substantial, the Community Development Director or representative may require, as a special condition of the grading permit, alternate routes or special requirements in consideration of the possible impact on the adjacent community environment or effects on the public right-of-way.
- P. Sediment/Stormwater Pollution Prevention Control Plan.
 - a. Sediment caused by the grading project shall be retained on the site to the greatest extent feasible. The maximum permanent rate of sediment loss after completion of the project should not exceed the natural erosion rate which occurred prior to the grading project.
 - b. If required by the Community Development Director or representative, sediment basins, sediment traps, or similar sediment control measures, temporary or permanent, shall be installed prior to cleaning and grading operations. Upon completion of construction and stabilization of soils, all temporary erosion control facilities shall only be removed from the site upon written approval of the Community Development Director or representative.
 - c. If, in the opinion of the Community Development Director or representative, excessive erosion occurs from the project, erosion and sediment control measures

shall be immediately implemented to reduce erosion to allowable levels.

- d. In order to prevent polluting discharges from occurring, approved erosion and sediment control devices shall be required by the Community Development Director or representative. Control devices and measures may include, but are not limited to, the following:
 - i. Energy absorbing devices, such as wattles and hay bales, to reduce the velocity of runoff water;
 - ii. Sedimentation controls, such as sediment debris basins and sediment traps. Trapped sediment shall be removed to an approved site;
 - iii. Disposal of water runoff from developed areas over large undisturbed areas on the site;
 - iv. Multiple discharge points to reduce the volume of runoff over localized areas;
 - v. Detention areas;
 - vi. Retention areas that comply with existing regulations.

Q. Dust Control Plan

- a. Include specific measures to mitigate the generation of airborne dust by grading operations and related traffic during the entire period of construction and until such time as the project is completed and receives final inspection.
- b. Either a dust palliative or reclaimed water shall be used for the alleviation or prevention of dust. Use of fresh water for dust control is prohibited.
- c. All activity on site shall cease during red flag warnings issued by the National Weather Service.

Section 7-11-13 Stormwater Pollution Prevention Plan

Prior to issuance of a grading permit, any grading or excavating project disturbing one (1) acre or greater is required to submit a Notice of Intent (NOI) to the Arizona Department of Environmental Quality (ADEQ) to obtain authorization of the proposed Stormwater Pollution Prevention Plan. At the discretion of the Community Development Director or representative, activities disturbing less than one (1) acre which are part of a large development may be required to submit a Notice of Intent to ADEQ.

Section 7-11-14 Operation Standards

When earth material is moved on roadways from or to the site of a grading operation, all of the following requirements shall apply:

- A. Either water or dust palliative or both must be applied for the alleviation or prevention of dust resulting from the loading or transporting of earth from, to, or within the project site on roadways. The permittee shall be responsible for maintaining public rights-of-way used for handling purposes in a condition free of dust, earth, or debris attributed to the grading operations.
- B. Loading and transporting of material from or to the site must be accomplished within the time limits of 6:00 a.m. to 9:00 p.m.
- C. Access roads to the premises shall be only at points on the approved grading plan.
- D. The last 50 feet of the access road, as it approaches the intersection with the roadway, shall have a grade not exceeding 35 degrees and be constructed of gravel or equivalent material to prevent mud and debris from dropping from wheels onto street travel lanes. There must be 300 feet of a clear, unobstructed sight distance to the intersection from both the public roadway and the access road. If the 300 feet sight distance cannot be obtained, flaggers shall be posted.
- E. Repair roads damaged by truck damage

Section 7-11-15 Time of Operations

The Community Development Director or representative shall have the discretion to regulate the hours of grading operations to promote the health, safety, or welfare of the surrounding community. Hours of operation for permitted grading projects are 6:00 a.m. to 9:00 p.m. These hours of operation may be changed upon the Community Development Director or representative's finding of unforeseen impacts on the adjacent community.

Section 7-11-16 Conditions of Approval

In granting any permit under these Sections, the Community Development Director or representative may attach conditions as may be reasonably necessary to prevent creation of a nuisance or hazard to public or private property.

Section 7-11-17 Liability

The issuances of any permit under the provisions of these Sections and any conditions attached to the permit shall not relieve any person from responsibility for damage to other person's property or impose any liability upon the Town for damage.

Section 7-11-18 Denial of Permit

The Community Development Director or representative shall not issue a permit in any case where it is found that the work, as proposed by the applicant, is liable to constitute a hazard to property or result in the deposition of debris on any public or private way or interfere with any existing drainage course. If it can be shown to the satisfaction of the Community Development

Director or representative that the hazard can be essentially eliminated by the construction of retaining structures, the Community Development Director or representative may issue the permit with the condition that such work be performed as a condition of approval.

If, in the opinion of the Community Development Director or representative, the land areas for which grading is proposed is subject to geological or flood hazard to the extent that no reasonable amount of corrective work can eliminate or sufficiently reduce the hazard to human life or property, the grading permit shall be denied.

The Community Development Director or representative may require plans and specifications to be modified in order to mitigate anticipated adverse environmental effects of proposed grading projects. The Community Development Director or representative may, under circumstances where the significant adverse environmental effects of the proposed grading project cannot be mitigated, deny the issuance of a grading permit.

The Community Development Director or representative may require plans and specifications to be modified in order to make them consistent with the Town of Clarkdale General Plan, Zoning Ordinance, Subdivision Ordinance, or other rules, regulations, or conditions applicable to the project. The grading permit may be denied if the proposed project cannot be designed in accordance with these regulations.

Section 7-11-19 Decision

Depending on existing workload, every effort shall be made to issue a permit within 60 days of final submittal of a completed application and payment of all fees.

Section 7-11-20 Financial Security

A financial guarantee shall be required by the Community Development Director or representative if it is determined that

- A. A hazardous situation is likely to occur as a result of incomplete or improper grading; or,
- B. Adverse effect is likely to occur to the subject property, or an existing or proposed structure thereon as a result of incomplete or improper grading; or,
- C. Significant drainage, erosion, flooding, or siltation problems may exist as a result of incomplete or improper grading; or,
- D. Adverse geological or environmental impacts may occur as a result of incomplete or improper grading; or,
- E. A financial guarantee is necessary to assure the satisfactory completion of the grading. Assurance shall be either an amount in cash or a letter of credit equal to the amount of the cost of work. Any alternative form of assurance must be

approved by Town Council prior to issuance of permit.

Section 7-11-21 Expiration

Work performed under an approved permit shall be completed within a period of 2 years from the date of issuance, except as specified below.

- A. Every permit issued shall expire by limitation and become void if the work authorized by the permit is not commenced within 180 days from the date of the permit, or if the work authorized by the permit is suspended or abandoned at any time after the work is commenced for a period of 180 days. The Community Development Director or representative may extend the 180 day expiration time limit on permits not to exceed successive periods of 180 days each, upon written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken.
- B. Applications for which no permit is issued within 180 days shall expire.
- C. The Community Development Director or representative may extend the time for action for a period not exceeding 180 days upon written request by the applicant, showing that circumstances beyond the control of the applicant have prevented action from being taken. In order to renew action from an application, after expiration, the applicant shall resubmit plans and pay a new plan check fee.
- D. Change in Ownership: An issued permit shall expire upon a change of ownership if the grading work has not been completed and a new permit shall be required for the completion of the work. If the time limitation of this section is not applicable, and no changes have been made to the approved plans and specifications, no charge shall be made for issuance of the new permit under such circumstances.
- E. Change in Plans: If, changes have been made to the approved plans and specifications, fees based on the valuation of the additional work, additional cubic yardage, and necessary plan checking shall be charged to the permit applicant.

Section 7-11-22 Extension

No operations are permitted after the permit expires. The Community Development Director or representative may extend a grading permit for up to 6 months upon written request for extension, provided the extension request is made prior to the expiration of the permit.

Section 7-11-23 Renewal

A request for renewal shall follow the same process as the initial application, including payment of the required fee.

Section 7-11-24 Enforcement

Whenever any building or grading work is done contrary to the provisions of this regulation, the Community Development Director or representative may order the work stopped by notice served on any persons engaged in performing the work or causing the work to be done. After receiving the notice to stop work, all activity shall be stopped until authorized by the Community Development Director or representative to proceed.

All activity on site shall cease upon notice by the Community Development Director or representative that excessive dust has been observed at the site or complaints regarding dust have been received by the Community Development Department. Work shall not recommence until approved dust measures have been put in place.

Section 7-11-25 Modifications

No modification of the approved plans may be made without the approval of the Community Development Director or representative. All necessary revisions to soils and geological reports shall be submitted with the revised plans.

Section 7-11-26 Fees

- A. Grading Permit Fees: A fee for each grading permit shall be paid prior to issuance of a grading permit as established by the Town Council.
- B. Grading Plan Check Fees: The applicant shall pay a plan check fee as established by resolution of the Town Council.
- C. Inspection Fee: An hourly fee is required for each inspection by the Town. Each permit requires a minimum of one inspection fee.
- D. Per Article 3-5 of the Clarkdale Town Code, a deposit towards outside consultants' fees may be required for a grading permit.
- E. Cost Recovery Fee: If the Town performs emergency work on private property, the property owner shall be charged all direct and indirect costs which are necessary to complete the work to the Building Official's satisfaction. In addition, the Community Development Director or representative may charge an administrative cost equal to 10% of the cost for performing the work.

Section 7-11-27 Hazards

Notice to terminate grading shall be given upon determination by the Community Development Director or authorized representative that any existing excavation or embankment or fill on private property has become a hazard to public safety, or endangers property, or adversely affects the safety, use or stability of a public way or drainage channel. Upon receipt of notice the owner

of the property upon which the excavation or fill is located, or other person or agent in control of the property, shall within the period specified repair or eliminate the excavation or embankment to eliminate the hazard and be in conformance with the requirements of these regulations.

Section 7-11-28 Notification of Non-Compliance

If, in the course of fulfilling their responsibility under these regulations, the Civil Engineer, the Soil Engineer, the Engineering Geologist Testing Agency or other responsible party finds that the work is not being done in conformance with the provisions of the approved specifications and grading plans, the discrepancies shall be reported immediately in writing to the person in charge of the grading work and to the Community Development Director or representative. Recommendations for corrective measures, if necessary, shall be submitted to the owner. The owner shall submit two copies of all recommendations and reports to the Community Development Director or representative.

Section 7-11-29 Inspection Authority

All grading operations for which a permit is required shall be subject to inspection by the Community Development Director or representative.

Section 7-11-30 Site Inspection

Prior to the approval of any building or grading plans and specifications, the Community Development Director or representative may inspect the site to determine that the plans and specifications are current and reflect existing conditions.

The contractor agent shall notify the Community Development Director or representative if, during the course of grading operations, contaminated soil is uncovered. Work at the site shall cease immediately and shall not resume until authorized by the Community Development Director or representative.

The permittee or agent shall notify the Community Development Director or representative when the grading operations for which inspection is required are ready for inspection.

If the Community Development Director or representative finds the soil or other conditions not as stated in the approved plans or soil and geology reports, or as in additional information which was required for issuance of the grading permit, the Community Development Director or representative may stop additional work until approval is obtained for a revised grading plan.

Whenever the Community Development Director or representative determines that any work does not comply with the terms of a permit, or these regulations, or that the soil or other conditions are not as stated on the permit, the Official may order the work stopped by notice served on any persons engaged in doing or causing such work to be done and all work shall be stopped until authorized by the Community Development Director or representative to proceed.

Section 7-11-31 Notification of Completion

The permittee or agent shall notify the Community Development Director or representative when the grading operation is ready for final inspection. All work, including installations of all drainage facilities and their protective devices, revegetation and all erosion control measures, must be completed in accordance with the final approved grading plan and any required reports before the final approval of the grading may be given by the Community Development Director or representative.

As-built plans may be required for projects on property larger than one acre.

Section 7-11-32 Appeals

Any person aggrieved by a decision of the Community Development Director may file an appeal with the Town Manager provided said appeal is filed within sixty (60) days of the date of the decision being appealed. Said appeals shall be made on forms approved by the Community Development Director and shall follow procedures as established by the Board of Adjustment.



Staff Report

Agenda Item: AN ORDINANCE OF THE TOWN OF CLARKDALE, ARIZONA, MAKING CHANGES TO THE TOWN CODE BY ADOPTING BY REFERENCE THAT CERTAIN DOCUMENT ENTITLED THE “GRADING CODE” REPEALING CONFLICTING ORDINANCES AND PROVIDING FOR SEVERABILITY – Discussion and consideration of Ordinance #371, an ordinance adopting by reference Article 7-11-1 through 7-11-32 “Grading Code” .

Staff Contact: Beth Escobar, Senior Planner

Meeting Date: November 10, 2015

Background: During the October 27, 2015 Council meeting, the Council will first consider the adoption of Resolution #1509 that articulates the details of the “Grading Code”. If the Council supports the adoption of the “Grading Code”, and has voted to make it a public record by adopting the previous Resolution, then the adoption of this proposed Ordinance would be the final step in the process to formally adopt the “Grading Code”.

Recommendation: Staff recommends that the Council adopt Ordinance #371, An Ordinance Of The Town Of Clarkdale, Arizona, Making Changes To The Town Code By Adopting By Reference That Certain Document Entitled The “Grading Code” Repealing Conflicting Ordinances and Providing For Severability.

ORDINANCE # 371

AN ORDINANCE OF THE TOWN OF CLARKDALE, ARIZONA, MAKING CHANGES TO THE TOWN CODE BY ADOPTING BY REFERENCE THAT CERTAIN DOCUMENT ENTITLED THE "GRADING CODE" REPEALING CONFLICTING ORDINANCES AND PROVIDING FOR SEVERABILITY.

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

- Section 1: That the certain document known as the "Grading Code", one paper copy and one electronic copy which are on file in the Office of the Town Clerk of the Town of Clarkdale, Arizona, which document was made a public record by Resolution # 1509, is hereby referred to, and made a part hereof as if fully set forth in this Ordinance; and
- Section 2: That the document described in Section 1 above is hereby adopted by reference as Articles 7-11-1 through 7-11-32 of the Town Code of the Town of Clarkdale; and
- Section 3: That all Ordinances and part of Ordinances in conflict with the provisions of this Ordinance or any part of this document adopted herein by reference are hereby repealed; and
- Section 4: Any portion of the Town Code repealed by this Ordinance does not affect rights and duties that matured or penalties that were incurred, and proceedings that were begun before the effective date of the repeal; and
- Section 5: If any section, subsection, sentence, clause, phrase or portion of this Ordinance or any part of this document adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED by the Mayor and Council of the Town of Clarkdale, Arizona, this 10th day of November, 2015.

Doug Von Gausig, Mayor

ATTEST:

APPROVED AS TO FORM:
Boyle, Pecharich, Cline & Whittington, P.L.L.C.
Town Attorneys

Kathy Bainbridge, Town Clerk

Vote: _____ Passed: _____ Published: _____ Effective: _____