



**NOTICE OF A REGULAR MEETING OF THE COMMON COUNCIL  
OF THE TOWN OF CLARKDALE  
Tuesday, March 8, 2016 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, March 8, 2016, at 6:00 p.m.** in the **Clark Memorial Clubhouse, Men's Lounge, 19 N. Ninth Street, Clarkdale, Arizona.** Members of the Clarkdale Common Council will attend either in person or by telephone, video or internet conferencing. Pursuant to A.R.S. §38-431.03, the Council may vote to recess the meeting and move into Executive Session on any item, which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda.

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

The undersigned hereby certifies that a copy of this notice was duly posted on the Community Development Building bulletin board, located at 890 Main Street, Clarkdale, Arizona on March 3, 2016 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 XXXX, 2016 and Special Meeting XXXX, 2016.
  - B. **Claims** - List of specific expenditures made by the Town during the previous month. February, 2016 check log and PPE dated February 6 and 20, 2016.
  - 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 February 24, 2016  
Design Review Board Notice of Cancellation of meeting February 3, 2016  
Planning Commission minutes of the meeting held February 16, 2016  
Community Services Commission minutes of the meeting held February 10, 2016
  - D. **Mayors Day of Recognition for National Service Proclamation – Approval of a Proclamation** - Approval of a proclamation which is a national bipartisan effort to recognize the positive impact of national service in cities and towns, to thank those who serve, and to encourage citizens to give back to their communities.
  - E. **Welcome Home Vietnam Veterans Day Proclamation** – Approval of a proclamation setting March 30, 2016 as Welcome Home Vietnam Veterans Day in Clarkdale.
  - F. **Proclamation Declaring April, 2016 As Water Awareness Month** – Approval of a Proclamation declaring April, 2016 Water Awareness Month in the Town of Clarkdale.
  - G. **Resolution Adopting a Fair Housing Policy** – Approval of Resolution # 1514, a Resolution Adopting a Fair Housing Policy, Making Known its Commitment to the Principle of Fair Housing, and Describing Actions it Shall Undertake to Affirmatively Further Fair Housing.
  - H. **Sedona Recycles, Inc. Agreement for Contracted Services**– Approval of an Agreement for Contract Services with Sedona Recycles, Inc. for recycling drop off services in the Town of Clarkdale.

**I. Verde Valley Humane Society Agreement** – Approval of a 2016-2017 Verde Valley Humane Society Impound Animal Agreement.

**J. A Resolution of the Mayor and Council of the Town of Clarkdale, Yavapai County, Arizona in support of the I-17 Black Canyon City to Cordes Junction improvement plan** – Approval of Resolution 1515 supporting the I-17 Black Canyon City to Cordes Junction improvement plan.

### **NEW BUSINESS**

5. **SPIRIT OF CLARKDALE AWARD PROGRAM** – Discussion and consideration of the proposed changes to the Spirit of Clarkdale Program.
6. **MAIN STREET & BROADWAY UTILITY CONFLICT RESOLUTION PROJECT PROPOSAL FROM FANN ENVIRONMENTAL** – Discussion and consideration of a proposal submitted by FANN Environmental for the relocation of utility conflicts for the Broadway and Main Street Intersection Project under a Job Order Contract (JOC) in an amount not to exceed \$62,420, and direct the Public Works/Utilities Director to issue a Notice to Proceed to Fann Environmental for this project.
7. **REDUCTION OF THE SCOPE OF CONSTRUCTION FOR THE TOWN OF CLARKDALE MEMORIAL CLUBHOUSE ADA IMPROVEMENTS PROJECT** – Discussion and consideration to reduce the scope of construction for the above referenced project in order to bring the proposed cost of construction in line with available CDBG funding; authorize Architecture Works Green, Inc. to revise the original bid documents; and authorize staff to advertise and rebid the project.
8. **FUTURE AGENDA ITEMS** - Listing of items to be placed on a future council agenda
9. **ADJOURNMENT**

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

**Minutes of a Regular Session of the Common Council of the Town of Clarkdale  
Held on Tuesday, February 9, 2016**

A Regular Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, February 9, 2016, 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 5:59 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 Supervisor Ellen Yates  
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.

**Robyn Prud'homme-Bauer, Clarkdale owner and business owner** – League of Women Voters are putting together a voter program for education on election issues and candidates and a reminder to register to vote. Asking Clarkdale to put a link to Service Arizona on the website for voter registration.

**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 –

- 01/15/16: Met with Chris Turner and Aaron Weiss at the effluent disposal site to set temperature recorders
- 01/26/16: Set additional five (5) temperature recorders on the Bitter Creek property to refine the temp data for future uses. Maps are available.

- 01/28/16: Met with Verde Front Interpretive Group;
  - Took a field trip with Clarkdale-Jerome School to Big Spring
- 02/05/16: Met with Eric Glomski at Page Springs Cellars regarding the May wine festival in Clarkdale
- 02/08/16: Met with citizens Greg Jiede, Drake Meinke and Robyn Prud'homme-Bauer regarding cell tower concerns and ideas
- Also worked with Arizona Cities and Towns on the Drone Task Force

Mayor Von Gausig also made the announcement that Town Manager Gayle Mabery was presented with the prestigious John J. "Jack" DeBolske Award for Professional Excellence from the Arizona City/County Management Association, awarding those managers who demonstrate the highest level of professional excellence in local government and who have made life contributions to furthering the city management profession. It is the highest honor given to a member by the ACMA.

#### Vice-Mayor's Report –

- Wrapping up duties at Spectrum Health Care and Monday will begin retirement!
- Echoed Mayor's congratulations to Town Manager Mabery for Award

#### Councilmember Bohall's Report –

- 01/15/16: Met with Town Manager to discuss transit issues
- 01/26/16: Emergency Management Community meeting
- 01/27/16: Attended TPAC meeting

#### Councilmember Regner's Report –

- 01/20/16: Attended VVBAC meeting and Local First Arizona mixer
- 01/25/16: Attended VVLP annual board meeting
- 01/28/16: Met with Mayoral candidate Tim Elinsky
- 02/01/16: Met with District 6 Senatorial candidate Nikki Chek Bagley
- 02/03/16: Attended VVBAC meeting and Verde Valley Forum Recruitment meeting

#### Councilmember Buckley's Report -

- 01/19/16: Attended Downtown Business Alliance meeting
- 01/20/16: Attended Local First Arizona mixer
- 01/26/16: Attended committee meeting for Spirit of Clarkdale awards
  - Attended Flood Emergency Management meeting
- 02/02/16: Attended Downtown Business Alliance meeting

#### Town Manager's Report –

- 01/26/16: Attended Flood Emergency Management meeting
- 02/06/16: Attended Clarkdale Police Department Awards Banquet which recognized

other organizations that have assisted them as well as awards to members of Town of Clarkdale staff

Reminders:

- 02/13/16: Tuzigoot National Monument is sponsoring a bird walk at Tavasci Marsh at 9 a.m. Saturday morning
- Clarkdale Historical Society is hosting Sentimental Journey and Big Band Dance preceded by dance lessons
- 02/20/16: Grand Finale video shoot for the Human Trafficking Project in Prescott
- 02/25/16: Intergovernmental meeting in Sedona
- 03/12/16: Annual Lions Club Car Show and Downtown Business Alliance Chili Cook-off

Town Manager Mabery thanked the Town staff and elected officials for support in receipt of award.

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

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

- VVTPO meeting held January 27, 2016: Yavapai County Public Works Mike Willett is retiring this month;
- Members gave updates on issues in their communities
- Developers in Cottonwood beginning to work on 89A and Cornville Road
- Groseta Ranch Road will be opened up again;
- ADOT making 5 year plan presentations in Flagstaff and Chino Valley;
- Robert Mills from Yavapai-Apache Nation just received \$300,000 grant to enable them to expand coverage

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 –

- Annual board meeting met January 25, 2016 – Bob Rothrock stepped down as president and Steve Estes assumed the office;
- Received public comments on why the national monument had not been successful;
- Sedona Dells land use presentation;
- Discussed 89 and Vine development;
- Exploring change of structure to allow municipalities to select a community member for the board rather than just limiting to an elected official.

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

Meetings on 1/20/16 and 2/3/16:

- Location of Culinary Arts Center discussion;
- Welcomed President Penny Wills;
- Retention of independent consultant to discuss a separate Verde Valley college administrative structure

**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 December and Special Meeting XXXX, 2016.
- B. Claims** - List of specific expenditures made by the Town during the previous month. January, 2016 check log and PPEs dated January 9, 13, 23, and 27, 2016.
- 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 January 27, 2016  
Design Review Board minutes of the meeting held January 6, 2016  
Planning Commission minutes of the meeting held  
Community Services Commission minutes of meeting held January 13, 2016
- D. Special Event Liquor License** - Approval of a recommendation to the State Department of Liquor License and Control to approve a Special Event Liquor License for Verde Valley Habitat for Humanity Clarkdale, Inc. during their fundraising event to be held on Saturday, April 23, 2016 at the Clark Memorial Clubhouse, 19 N Ninth Street, Clarkdale, AZ.
- E. Salary Range Placement Table Resolution** – Approval of Resolution #1513 adopting a change to the Salary Range Placement Table.

**Vice Mayor Dehnert moved to accept Consent Agenda items A – E as presented. Councilmember Buckley seconded the motion. The motion passed unanimously.**  
**NEW BUSINESS**

**PUBLIC HEARING REGARDING THE SBA TOWERS VI, LLC CONDITIONAL USE PERMIT APPLICATION FOR A WIRELESS FACILITY** – a hearing to gather information from the public regarding the SBA Towers VI, LLC Conditional Use Permit application for a wireless facility which includes a 199-foot monopole wireless communications tower and supporting equipment proposed to be located on a 50-foot by 50-foot area of an approximately 13.18-acre parcel at 555 Miller Road in Clarkdale, Assessor's Parcel Number 400-06-003A. The subject property is zoned I (Industrial).

**Project Summary:**

**Applicant:** SBA Towers VI, LLC, a communication site development services company,

**Location:** 555 Miller Road

**Access:** private easements.

**Zoning:** Industrial. Location is within Industrial Zone A allowing a maximum height of 200 feet.

**Acreage:** Approximately 13.18 acre

**Property owner:** Town of Clarkdale

**National Environmental Protection Act (NEPA)** review has been completed with a recommendation of soil testing on site prior to any construction.

**Section 106** comments regarding potential impacts to historic elements have been submitted and are under review by State Historic Preservation Office.

**Conditional Use Permit Request**

The applicant is proposing a 195-foot high monopole with a four-foot lightning pole attached to the top for a total height of 199 feet. The pole will be approximately 6 feet in diameter at the base and taper slightly to the top. A microwave dish with a diameter of eight feet is proposed to be placed near the top of the tower (at the 190 foot mark) and a 12-foot triangular antenna array is proposed to be placed at the 150 feet height of the tower. The tower will be placed on a 50-foot by 50-foot portion of the subject property. This will be enclosed with a chain link fence varying in height from seven to eight feet and topped with 12 inches of barbed wire.

The wireless facility compound is being designed for use by Verizon Wireless and possible future co-locators. The compound will include a concrete pad, a diesel generator, equipment cabinets, and a possible future propane tank.

Electrical power will be provided from an existing power pole. A new meter will be placed on the compound.

**Zoning and Vicinity**

The subject property is zoned I (Industrial). Per Town Ordinance #352, effective August 2013, Wireless Communication Facilities are a conditional use in the Industrial District. The maximum allowable height for a cell tower in this district is 200 feet.

Surrounding land uses include Bent River Machine (951 Rio Torcido) and a new powder coating business at 450 Luke Lane on the Cannon Salvage property.

Acreage to the west of the subject property has been used by the Town for effluent dispersal for the past several years.

The subject property is in close proximity to the Clarkdale Historic District which was added to the National Register of Historic Places in 1998. The District includes the original smelter location.

There is a single-family home located approximately 1,000 feet to the east of the subject property. This was formerly the residence for the smelter superintendent. It is located on property zoned Industrial.

#### **Agency Review**

The following agencies reviewed this application and expressed no concerns:

- Town of Clarkdale Public Works/Utilities Department
- Clarkdale Police Department
- Clarkdale Building Official
- Clarkdale Fire District
- Cottonwood Airport Authority

The applicant has received determination of “No Hazard” from the Federal Communication Commission.

#### **Public Process**

November 6, 2015 – Applicant published the required legal notice in the Verde Independent.

November 19, 2015 – One resident submitted an email response to the applicant’s public notice.

November 25, 2015 – Property was posted and notices were mailed to 31 property owners within 1,000 feet.

November 29, 2015 – Public notice for the 12/15/15 Planning Commission meeting published in the Verde Independent.

November 29, 2015 – The December 1, 2015 neighborhood meeting was also posted on the Town’s Facebook page on November 25<sup>th</sup>.

December 1, 2015 – Planning Commission attended a site visit and the neighborhood meeting was conducted. Two residents attended the public meeting.

December 15, 2015 – The Planning Commission conducted a public hearing.

One resident expressed concerns about the proposal at the Planning Commission meeting and has subsequently submitted an email detailing his concerns.

One resident of the Verde Valley submitted an email to Council expressing opposition to the proposal and cell towers in general.

Planning Commission forwarded the CUP to Council for consideration.

January 21, 2016 – Property was posted and notices were mailed to 31 property owners within 1,000 feet.

January 26, 2016 – A Council worksession on this topic was conducted.

#### **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 Industrial District with a conditional use permit. During the process to adopt a Wireless Ordinance the industrial area of Town was identified as an appropriate location for wireless facilities since it would have minimal impact on residences.

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 site is adequate to accommodate the proposed use. The proposed 199-foot height is within the maximum allowed of 200-feet for a cell tower in the Industrial 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 proposed use should have minimal impact on the surrounding neighbors.

The location in the industrial area is approximately 1,000 feet from the one single-family home on Luke Lane, at least 1,500 feet from the homes on Ninth, Tenth and Main Street in Upper Clarkdale and at least 1,750 feet from homes in Lower Clarkdale, minimizing any potential negative impact. The existing businesses in the industrial area have not submitted any concerns regarding this project.

Section 332(c) (7) of the Communications Act preempts local zoning decisions based directly or indirectly on the environmental effects of radio frequency (RF) emissions from a cell tower. Staff will therefore not address this issue in this report.

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** – A nominal increase in traffic to the site is anticipated. During agency review of the application it was noted the access needs to be designed to fire safety standards. In addition, the access should be shifted to the east so as not to impede any future development on the property. Details regarding the final access design will be addressed through the Town lease if this application is approved.

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** – The subject property is vegetated with typical desert scrub plants. Some existing vegetation will be removed for placement of the concrete pad.

The applicant is proposing to install a chain-link fence with barbed wire for security around the leased area. Installation of the compound associated with the facility will not have a large visual impact on adjacent properties. Since no water service is planned to be installed as part of this proposal, staff is suggesting the landscaping requirements of Section 9-9 of the Town Zoning Code be waived for this facility at this time. However, since the Town's long term plan is for development of this area into an economically vital region, staff is suggesting the applicant provide funds to purchase any future landscaping determined to be necessary for screening of the compound from future development.

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** – No hazardous materials will be unsafely stored on site creating a hazard from explosion, contamination or fire. If the conditional use permit receives approval, a building permit for the facility will be required. The cell tower must meet Electronic Industries Alliance/ Telecommunication Industries Association standards. The building permit will be forwarded to the appropriate review agencies for approval.

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

**Planning Commission Recommendation:**

Having determined the application to be complete and in compliance with the requirements of Section 5-6 of the Town of Clarkdale Zoning Code, the Planning Commission unanimously recommended approval with the following conditions:

1. The applicant shall secure a lease with the Town of Clarkdale within 90 days of final approval of the conditional use permit.
2. Applicant shall provide an improved access into the property that meets the requirements of Article 7-7, International Fire Code, of the Clarkdale Town Code.
3. Applicant shall assist the Town in acquiring a legal, recorded access along Miller Road into the property.
4. A building permit shall be issued prior to construction of the facility, following the securing of a legal, recorded access into the property.
5. The site shall meet all of the requirements of the Arizona State Fire Marshal for storage of flammable materials.
6. Applicant shall submit a traffic control plan as part of the building permit submittal to address control of traffic during construction of the site. The plan shall specifically address closing of the one-lane Bitter Creek Bridge during delivery of the cell tower. All construction traffic shall be coordinated to not interfere with the peak traffic times of the Verde Canyon Railroad.
7. All site traffic, including all construction traffic, shall comply with the weight and load limits of Bitter Creek Bridge.
8. Prior to the issuance of a certificate of occupancy for the wireless facility, applicant shall submit funds for future landscaping to screen the facility. Fund amount shall be based on an estimate of landscaping providing adequate screening of the facility from future development as determined during lease negotiation.
9. All electric lines shall be installed underground, per Article 7-15 of the Clarkdale Town Code.
10. No lighting, other than the motion sensor emergency lighting, shall be installed.

11. All components of the facility shall be removed at the expense of the applicant or subsequent tower owner if the facility is decommissioned and not used for 180 consecutive days.
12. Any substantial change to the project dimensions by more than 10 percent of the design of the facility as approved will require an additional Conditional Use Permit application.
13. Any equipment approved to be collocated on the site shall match the material and look of the approved facility.
14. Any installation of additional co-locations on this tower shall be approved via a conditional use permit prior to installation.
15. Obligations of this Conditional Use Permit shall pass to all successors, heirs or assigns.

Senior Planner Beth Escobar presented a summary of information to the Council and public on this agenda item and introduced Reg Destree from SBA Towers who would be available for Council and audience questions

Mayor Von Gausig opened the item for Public Comment and the following persons addressed the Council:

**Greg Jiede, Clarkdale resident** – opposes tower installation due to viewshed and historical significance of surrounding property

**Cindy Emmett, Clarkdale resident** – opposes tower installation due to historical significance of surroundings

**Meme Perkins, Clarkdale Lodge employee** – opposes tower installation due to historical significance and suggested putting tower near cement plant

**Drake Meinke, Clarkdale resident and business owner** – opposes tower installation due to viewshed and historical significance

**Lisa O'Neill, Clarkdale resident** – supports tower installation due to having no cell phone coverage in lower Clarkdale and ongoing complaints about same

**Robyn Prud'homme-Bauer, Clarkdale resident and business owner** – supports increased cell phone and broadband coverage in Clarkdale but wonders about this particular placement of tower as well as its height

**Lee Daniels, Clarkdale resident** – opposes tower installation due to ill fit with community

**Norela Harrington, Bent River Machine property owner** – supports tower installation but would like it to be placed on her property

**This is scheduled as a Public Hearing only, no action necessary.**

**SBA TOWERS VI, LLC CONDITIONAL USE PERMIT APPLICATION FOR A WIRELESS FACILITY** – Discussion and possible action regarding SBA Towers VI, LLC Conditional Use Permit application for a wireless facility which includes a 199-foot monopole wireless communications tower and supporting equipment proposed to be located on a 50-foot by 50-foot area of an approximately 13.18-acre parcel at 555 Miller Road in Clarkdale, Assessor's Parcel Number 400-06-003A. The subject property is zoned I (Industrial).

After discussion and clarification of public questions by Reg Destree, SBA Towers, Council expressed belief that the applicant had done everything they had been required to do.

Town Manager Mabery stated that recommendations of the staff do not deal with the color. The design criteria should be dealt with in the stipulations or there would not be another chance to address that.

**Vice Mayor Dehnert moved for the approval of the SBA Towers VI, LLC Conditional Use Permit application for a wireless facility which includes a 199-foot monopole wireless communications tower and supporting equipment proposed to be located on a 50-foot by 50-foot area of an approximately 13.18-acre parcel at 555 Miller Road in Clarkdale, Assessor's Parcel Number 400-06-003A with the following conditions:**

1. **The applicant shall secure a lease with the Town of Clarkdale within 90 days of final approval of the conditional use permit.**
2. **Applicant shall provide an improved access into the property that meets the requirements of Article 7-7, International Fire Code, of the Clarkdale Town Code.**
3. **Applicant shall assist the Town in acquiring a legal, recorded access along Miller Road into the property.**
4. **A building permit shall be issued prior to construction of the facility, following the securing of a legal, recorded access into the property.**
5. **The site shall meet all of the requirements of the Arizona State Fire Marshal for storage of flammable materials.**
6. **Applicant shall submit a traffic control plan as part of the building permit submittal to address control of traffic during construction of the site. The plan shall specifically address closing of the one-lane Bitter Creek Bridge during delivery of the cell tower. All construction traffic shall be coordinated to not interfere with the peak traffic times of the Verde Canyon Railroad.**
7. **All site traffic, including all construction traffic, shall comply with the weight and load limits of Bitter Creek Bridge.**
8. **Prior to the issuance of a certificate of occupancy for the wireless facility, applicant shall submit funds for future landscaping to screen the facility. Fund amount shall be based on an estimate of landscaping providing adequate screening of the facility from future development as determined during lease negotiation.**
9. **All electric lines shall be installed underground, per Article 7-15 of the Clarkdale Town Code.**
10. **No lighting, other than the motion sensor emergency lighting, shall be installed.**
11. **All components of the facility shall be removed at the expense of the applicant or subsequent tower owner if the facility is decommissioned and not used for 180 consecutive days.**
12. **Any substantial change to the project dimensions by more than 10 percent of the design of the facility as approved will require an additional Conditional Use Permit application.**
13. **Any equipment approved to be collocated on the site shall match the material and look of the approved facility.**
14. **Any installation of additional co-locations on this tower shall be approved via a conditional use permit prior to installation.**
15. **Obligations of this Conditional Use Permit shall pass to all successors, heirs or assigns.**
16. **The tower and associated affixed equipment will be a natural rust-colored treatment.**

**Councilmember Bohall seconded the motion.**

Councilmember Regner asked for clarification on the added number 16 stipulation. Vice Mayor Dehnert withdrew his motion and Councilmember Bohall withdrew his second.

**Vice Mayor Dehnert amended the 16<sup>th</sup> stipulation of the motion to say "The cell tower shall be constructed of weathered steel and all attachments shall be painted to match".**

**Councilmember Bohall seconded the motion. The motion passed unanimously.**

**PATRIOT DISPOSAL, INC. RESIDENTIAL TRASH SERVICE AGREEMENT ADDENDUM – Discussion and consideration of an Addendum for the Residential Trash Service Agreement between the Town of Clarkdale and Patriot Disposal, Inc. providing for a three (3) year renewal.**

Patriot Disposal is currently under an agreement with the Town of Clarkdale to provide residential collection and disposal services within the Town of Clarkdale. That Service Agreement was approved by Council in February 2013 for a period of three (3) years and expires on March 1, 2016. As part of that Service Agreement there is a one-time option to renew the Service Agreement for one additional three (3) year period.

The current terms of the 2013 Service Agreement, for cost and services provided, will be extended to the new three (3) year renewal period which runs from March 1, 2016 to February 28, 2019. Under the current Patriot Disposal Service Agreement the cost for a 60 gallon trash container is \$9.50 per month, and the cost for a 90 gallon trash container is \$10.50 per month, which is the same as the current contract. Patriot Disposal has no charge for recyclables and picks up residential recyclables on a weekly basis. Under the Patriot Disposal single-container recycling program Patriot will collect recyclable materials from 100% of the Town’s residential trash customers on a weekly basis. A single-container system, which collects both trash and recyclables at the same time, reduces impacts to our roads and alleys, and saves fuel reducing our carbon footprint for providing this service.

Utilities Supervisor Ellen Yates presented background information on this agenda item.

**Vice Mayor Dehnert moved to approve the Addendum to the Collective Service Agreement between the Town of Clarkdale and Patriot Disposal, Inc. providing for a three (3) year renewal. Councilmember Regner seconded the motion and the motion carried 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 8:11 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 9<sup>th</sup> day of February, 2016. I further certify that meeting was duly called and held and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

SEAL

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

**Minutes of a Special Session of the Common Council of the Town of Clarkdale  
Held on Tuesday, February 23, 2016**

A Special Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, February 23, 2016 at 3:00 P.M. in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

**CALL TO ORDER – Meeting was called to order at 3:00 P.M. by Mayor Von Gausig.**

Town Council:

Mayor Doug Von Gausig

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

Community Development/Economic Director Jodie Filardo

Police Chief Randy Taylor

Utilities/Public Works Director Wayne Debrosky

Deputy Clerk Mary Ellen Dunn

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

**There was no public comment.**

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

- A. **Reports** - Approval of written Reports from Town Departments and Other Agencies
  - Building Permit Report – January, 2016
  - Magistrate Court Report – January, 2016
  - Water and Wastewater Report – December, 2015
  - Residential Garbage and Recycling Statistics – December, 2015 and January, 2016
  - Clarkdale Fire District Report and Mutual Aid Responses Report – January, 2016
  - RICO Quarterly Report – October through December, 2015
  - NAIPTA Transit Report – January, 2016
  
- B. **Start by Believing Proclamation** – approval of a proclamation declaring the first Wednesday of April of each year to be Start by Believing Day throughout the Town of

Clarkdale.

- C. **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 a Made in Clarkdale event to be held on Saturday, March 12, 2016 from 11 a.m. to 3:00 p.m. Town Hall Complex parking lot located at 890 Main Street, Clarkdale, AZ.

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

### **NEW BUSINESS**

**VERDE RIVER BASIN WATER RESOURCES PRIMER PRESENTATION** – Presentation regarding the "Verde River Basin Water Resources Primer", a book about the Verde River and the threats to its long term health.

The Verde River Basin Partnership has finished a 2 year effort to publish its "Verde River Basin Water Resources Primer". The "Primer" is a scientific 138 page book about the Verde River and the threats to its long term health. The Partnership would like to present this document to the Town of Clarkdale.

Verde River Basin Partnership representative, Chris Jensen, presented information about the Verde River and the book that the partnership formulated to help citizens and governments assist in protecting its long term health. Mr. Jensen presented each Councilmember, Mayor, Vice Mayor and Town Manager with copies of the publication.

Mayor Von Gausig expressed support for the Partnership in its work in educating the public in advocacy for the River.

**This agenda item is a presentation only and no Council action is necessary.**

**PERMANENT BASE ADJUSTMENT WORKSESSION** – Discussion regarding options and timelines for a proposed Permanent Base Adjustment Proposition on the August 30, 2016 Primary Election.

The Arizona Constitution imposes expenditure limitations on all cities and towns in the state. These limitations are based on each municipality's actual expenditures in 1979-80. The Constitution also allows the voters of a city or town to approve a temporary or permanent adjustment to these limitations. Approximately 87 percent of all Arizona cities and towns, including Clarkdale, operate under either a temporary or permanent alternative expenditure limitation.

A Permanent Base Adjustment is an adjustment to the maximum amount of money the Town would otherwise be allowed to spend under state law. It simply allows the Town to spend the money it already collects on needed services and infrastructure projects. A Permanent Base Adjustment does not increase taxes or allow the Town to spend more money that it has, it simply asks voters to allow the Town to spend the money it collects.

Like most municipalities in Arizona, Clarkdale has experienced significant growth since 1979. In fact, the Town's population has more than tripled in that time, from approximately 1,200 residents in 1979 to a current population of approximately 4,093. Moreover, the Town now provides many services it did not provide in 1979.

In 2014, the Town of Clarkdale received voter approval to adopt a Home Rule Option to apply to the town for four years beginning in 2015-2016. Under the Home Rule Option approved by the voters, the town is allowed to expend approximately \$21,268,974 in 2015-2016, \$22,332,423 in 2016-2017, \$23,449,044 in 2017-2018 and \$24,621,496 in 2018-2019. Without the adopted Home Rule Option the base limit of \$2,570,908 along with estimated exclusions would be about 9.5 million dollars. The 2015-2016 Budget was \$16,720,460.

Any city or town can permanently adjust its State imposed expenditure limitation base if a majority of the qualified electors voting on the issue at a regular (primary or general) city or town election or the state general election vote in favor of the adjustment. A base adjustment may be referred to the voters of the city or town by an affirmative vote of two-thirds of the members of the council.

The Call of Election should include the base limitation adjustment proposal, as one of the purposes of the election. Formerly, a city/town council contemplating the adoption of a Permanent Base Adjustment was required to hold two public hearings on the proposed action, and to publish a record of the vote on the proposed Permanent Base Adjustment. The Auditor General's office has issued an interpretation stating that A.R.S. § 41-563.01 does not apply to Permanent Base Adjustment elections and thus the requirements for hearings and publications in that section are not applicable. However, the city/town council is still required to pass a resolution on the proposed Permanent Base Adjustment in an open meeting, but no record of that vote needs to be published.

At least 60 days prior to a regular election, a detailed analysis and summary of the adjustment must be submitted to the Auditor General for review. Within 15 working days of receiving these reports, the Auditor General must correct any errors or deficiencies in the analysis and summary and provide the council with a copy of each report. No revisions of the analysis or summary can be made after the Auditor General review is complete.

The detailed analysis of a proposed base adjustment to the expenditure limitation must contain the following:

1. Specific area or areas in which expenditures are adjusted.
2. Specific amounts of estimated revenue from each and any source, and any assumptions used in estimating such revenue.

Arguments supporting or in opposition to the proposed base adjustment must be filed with the city/town clerk not less than 90 days before the election.

Not less than 10 days prior to the election, the council must provide, to each household, within the city or town containing a registered voter, a publicity pamphlet which contains the following:

1. A true copy of the title and text of the measure.

2. The form in which the measure will appear on the ballot, the official title, the descriptive title prepared by the clerk and the number by which it will be designated.
3. Arguments for and against the measure.
4. Date of the election.
5. Polling places and the time such polling places are open.
6. A comparative summary of the proposed adjusted expenditure limitation to the State expenditure limitation, as reviewed by the Auditor General.
7. A summary of the source or sources of estimated revenues that are to be used for financing the adjustment to the expenditure limitation or the source or sources of estimated revenues to be reduced as a result of a downward adjustment, as reviewed by the Auditor General.
8. A statement of the purpose or purposes for which the adjustment to the expenditure limitation is to be made. The detailed analysis of the base adjustment must also be made available to registered voters by the clerk upon voter request.

The ballot used for the election must contain a section stating the impact of the modification. If only one proposed adjustment is offered to the voters, the ballot should be in the form used for initiatives and referendums pursuant to A.R.S. § 19-125. If there is more than one proposed adjustment, the ballot must be in a form that allows electors the opportunity to vote on each base limitation adjustment.

Any approved Permanent Base Adjustment must be used in determining a city or town's expenditure limitation beginning with the fiscal year immediately following the approval and every year thereafter or until the city or town again adopts a new base.

Should Permanent Base Adjustment be defeated, the Town would still fall under their current adopted Home Rule through the 2018-2019 budget cycle.

The Call of Election along with the Permanent Base Adjustment Resolution will be brought before Council on March 22, 2016.

Finance Director/Town Clerk Kathy Bainbridge presented an overview of the Permanent Base Adjustment resolution/proposition to the council. After Bainbridge's voice gave out, Town Manager Mabery continued the presentation.

Mayor Von Gausig noted it was good bookkeeping to adopt a Permanent Base Adjustment and wise planning to put it on the ballot in the middle of the adoption by the voters of the Alternate Base Adjustment (Home Rule).

Bainbridge noted that the resolution would probably come back to council in April.

**This agenda item is a presentation only and no Council action is necessary.**

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

**ADJOURNMENT** – Without objection Mayor Von Gausig adjourned the meeting at 3:26 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 23<sup>rd</sup> day of February, 2016. I further certify that meeting was duly called and held and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

SEAL

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

VENDOR SET: 01 Town of Clarkdale  
 BANK: \* ALL BANKS  
 DATE RANGE: 2/01/2016 THRU 2/29/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
	C-CHECK		VOID CHECK	V	2/02/2016			073698
	C-CHECK		VOID CHECK	V	2/09/2016			073715
	C-CHECK		VOID CHECK	V	2/10/2016			073744
	C-CHECK		VOID CHECK	V	2/17/2016			073755
	C-CHECK		VOID CHECK	V	2/24/2016			073783
	C-CHECK		VOID CHECK	V	2/24/2016			073795
	C-CHECK		VOID CHECK	V	2/24/2016			073796
	C-CHECK		VOID CHECK	V	2/24/2016			073797
	C-CHECK		VOID CHECK	V	2/24/2016			073798
	C-CHECK		VOID CHECK	V	2/24/2016			073799

\* \* 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:	10			
VOID DEBITS		0.00		
VOID CREDITS		0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: *	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			10	0.00	0.00	0.00
BANK: *		TOTALS:	10	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 02062016	STATE RETIREMENT	D	2/10/2016	123.38		000000		
I-SR PPE 02062016	STATE RETIREMENT	D	2/10/2016	11,665.20		000000		
I-SRBPPE 02062016	STATE RETIREMENT BUY BACK	D	2/10/2016	349.89		000000		12,138.47
0001	ARIZONA STATE RETIREMENT SYSTE							
I-LTDPPE 02202016	STATE RETIREMENT	D	2/24/2016	122.80		000000		
I-SR PPE 02202016	STATE RETIREMENT	D	2/24/2016	11,612.78		000000		
I-SRBPPE 02202016	STATE RETIREMENT BUY BACK	D	2/24/2016	349.89		000000		12,085.47
0069	CITY OF COTTONWOOD							
I-986	CITY OF COTTONWOOD	D	2/24/2016	40,112.71		000000		40,112.71
0074	INTERNAL REVENUE SERVICE							
I-T1 PPE 02062016	FEDERAL TAXES	D	2/10/2016	5,427.45		000000		
I-T3 PPE 02062016	FICA WITHHOLDING	D	2/10/2016	8,500.78		000000		
I-T4 PPE 02062016	MEDICARE WITHHOLDING	D	2/10/2016	1,988.10		000000		15,916.33
0074	INTERNAL REVENUE SERVICE							
I-T1 PPE 02202016	FEDERAL TAXES	D	2/24/2016	5,298.88		000000		
I-T3 PPE 02202016	FICA WITHHOLDING	D	2/24/2016	8,568.38		000000		
I-T4 PPE 02202016	MEDICARE WITHHOLDING	D	2/24/2016	2,003.94		000000		15,871.20
1	COLDWELL BANKER							
I-000201309191804	US REFUND	V	9/19/2013	50.51		069166		50.51
1	COLDWELL BANKER	UNPOST						
M-CHECK	COLDWELL BANKER	UNPOST	V	2/22/2016		069166		50.51CR
0071	ALLEGRA PRINT & IMAGING OF COT							
I-11715	ALLEGRA PRINT & IMAGING OF COT	V	2/17/2015	114.82		071827		114.82
0071	ALLEGRA PRINT & IMAGING OF COT							
M-CHECK	ALLEGRA PRINT & IMAGING UNPOST	V	2/03/2016			071827		114.82CR
1	TINA PARRY-GANDY							
I-32315-PARRYGANDY	FAC DEP REF	V	3/24/2015	50.00		072043		50.00
1	TINA PARRY-GANDY	UNPOST						
M-CHECK	TINA PARRY-GANDY	UNPOST	V	2/22/2016		072043		50.00CR
1	LYSENE, HAROLD							
I-000201506171926	US REFUND	V	6/17/2015	33.80		072500		33.80

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1	LYSENE, HAROLD	UNPOST						
M-CHECK	LYSENE, HAROLD	UNPOST	V 2/22/2016			072500		33.80CR
1	BETTENCOURT, LEE							
I-000201512231961	US REFUND		V 12/28/2015	21.78		073503		21.78
1	BETTENCOURT, LEE	UNPOST						
M-CHECK	BETTENCOURT, LEE	UNPOST	V 2/22/2016			073503		21.78CR
0012	ARIZONA MUNICIPAL RISK RETENTI							
I-BCLM GL 8299	ARIZONA MUNICIPAL RISK RETENTI	R	2/02/2016	3,679.75		073678		3,679.75
0010	ARIZONA PUBLIC SERVICE							
I-12616-4284	ARIZONA PUBLIC SERVICE	R	2/02/2016	29.84		073679		29.84
0010	ARIZONA PUBLIC SERVICE							
I-12616-5284	ARIZONA PUBLIC SERVICE	R	2/02/2016	491.45		073680		491.45
0010	ARIZONA PUBLIC SERVICE							
I-12616-7282	ARIZONA PUBLIC SERVICE	R	2/02/2016	5,142.40		073681		5,142.40
0018	ARIZONA DEPARTMENT OF REVENUE							
I-JAN 15 TPT	ARIZONA DEPARTMENT OF REVENUE	R	2/02/2016	7,214.67		073682		7,214.67
0020	BEYOND EXPRESS II							
I-012916	BEYOND EXPRESS II	R	2/02/2016	248.04		073683		248.04
0056	BUG-ME-NOT PEST CONTROL							
I-012116A	BUG-ME-NOT PEST CONTROL	R	2/02/2016	55.00		073684		55.00
0613	FELIX CONSTRUCTION COMPANY							
I-12516	FELIX CONSTRUCTION COMPANY	R	2/02/2016	6,655.46		073685		6,655.46
0181	FOUR-D, LLC.							
I-548	FOUR-D, LLC.	R	2/02/2016	4,632.50		073686		4,632.50
0227	GALLS							
I-004731960	GALLS	R	2/02/2016	39.53		073687		39.53
0052	HANSON AGGREGATES INC.							
I-1056166	HANSON AGGREGATES INC.	R	2/02/2016	102.97		073688		
I-1056365	HANSON AGGREGATES INC.	R	2/02/2016	95.32		073688		198.29

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0093	HILL BROTHERS CHEMICAL CO. I-4415356 HILL BROTHERS CHEMICAL CO.	R	2/02/2016	1,096.86		073689		1,096.86
0903	IACP I-1001186063 IACP	R	2/02/2016	150.00		073690		150.00
0108	KONICA MINOLTA, INC. I-237381720 KONICA MINOLTA, INC.	R	2/02/2016	89.52		073691		89.52
0534	LC DISTRIBUTION LLC I-125094 LC DISTRIBUTION LLC	R	2/02/2016	14.09		073692		14.09
0025	LEGEND TECHNICAL SVC OF AZ, IN I-1600912 LEGEND TECHNICAL SVC OF AZ, IN	R	2/02/2016	64.00		073693		64.00
0708	PURCHASE POWER I-11916 PURCHASE POWER	R	2/02/2016	1,008.44		073694		1,008.44
0739	TOWN OF PAYSON I-103115 TOWN OF PAYSON	R	2/02/2016	250.00		073695		250.00
0042	US POSTMASTER I-12616 US POSTMASTER	R	2/02/2016	750.00		073696		750.00
0002	VERDE VALLEY HARDWARE I-281706 VERDE VALLEY HARDWARE I-281707 VERDE VALLEY HARDWARE I-281742 VERDE VALLEY HARDWARE I-281755 VERDE VALLEY HARDWARE I-281757 VERDE VALLEY HARDWARE I-281759 VERDE VALLEY HARDWARE I-281799 VERDE VALLEY HARDWARE I-282063 VERDE VALLEY HARDWARE I-282277 VERDE VALLEY HARDWARE I-282407 VERDE VALLEY HARDWARE I-282446 VERDE VALLEY HARDWARE I-282542 VERDE VALLEY HARDWARE I-282554 VERDE VALLEY HARDWARE I-282658 VERDE VALLEY HARDWARE	R	2/02/2016	18.58 8.70 8.74 13.11 94.77 2.50 21.85 28.00 59.31 36.59 48.09 26.21 15.23 28.80		073697 073697 073697 073697 073697 073697 073697 073697 073697 073697 073697 073697 073697 073697		410.48
0032	VERDE VALLEY HUMANE SOCIETY I-TC-02/2016 VERDE VALLEY HUMANE SOCIETY	R	2/02/2016	668.75		073699		668.75

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0904	WILLIAM STEELE							
I-6990607	WILLIAM STEELE	R	2/02/2016	14.15		073700		14.15
0034	1ST CLASS HOSTING LLC							
I-24910	1ST CLASS HOSTING LLC	R	2/09/2016	5.00		073701		5.00
0829	A & E REPROGRAPHICS							
I-134484	A & E REPROGRAPHICS	R	2/09/2016	1,795.00		073702		1,795.00
0325	A BETTER CONNECTION							
I-51801301262016	A BETTER CONNECTION	R	2/09/2016	137.00		073703		137.00
0764	ALLIANCE FOR WATER EFFICIENCY							
I-4373	ALLIANCE FOR WATER EFFICIENCY	R	2/09/2016	500.00		073704		500.00
0407	ARCHITECTURE WORKS GREEN, INC							
I-13116	ARCHITECTURE WORKS GREEN, INC	R	2/09/2016	2,133.20		073705		2,133.20
0010	ARIZONA PUBLIC SERVICE							
I-12816-5283	ARIZONA PUBLIC SERVICE	R	2/09/2016	7,640.80		073706		7,640.80
0010	ARIZONA PUBLIC SERVICE							
I-12816-6287	ARIZONA PUBLIC SERVICE	R	2/09/2016	515.31		073707		515.31
0010	ARIZONA PUBLIC SERVICE							
I-20316-0286	ARIZONA PUBLIC SERVICE	R	2/09/2016	2,928.40		073708		2,928.40
0020	BEYOND EXPRESS II							
I-020516	BEYOND EXPRESS II	R	2/09/2016	206.70		073709		206.70
0015	BOYLE, PECHARICH, CLINE, WHITT							
I-37554	BOYLE, PECHARICH, CLINE, WHITT	R	2/09/2016	6,495.54		073710		6,495.54
0234	CANYON PIPE & SUPPLY							
I-S3996277.001	CANYON PIPE & SUPPLY	R	2/09/2016	62.79		073711		62.79
0058	CENTURY LINK							
I-12516-249M	CENTURY LINK	R	2/09/2016	1,156.60		073712		1,156.60
0016	COPY SYSTEM, INC.							
I-IN156379	COPY SYSTEM, INC.	R	2/09/2016	10.20		073713		10.20
0192	COTTONWOOD AUTO PARTS, INC.							
C-66246	COTTONWOOD AUTO PARTS, INC.	R	2/09/2016	16.40CR		073714		
I-66210	COTTONWOOD AUTO PARTS, INC.	R	2/09/2016	117.74		073714		
I-66371	COTTONWOOD AUTO PARTS, INC.	R	2/09/2016	62.33		073714		
I-66467	COTTONWOOD AUTO PARTS, INC.	R	2/09/2016	7.21		073714		
I-66562	COTTONWOOD AUTO PARTS, INC.	R	2/09/2016	233.11		073714		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-67073	COTTONWOOD AUTO PARTS, INC.	R	2/09/2016	14.14		073714		
I-67823	COTTONWOOD AUTO PARTS, INC.	R	2/09/2016	95.22		073714		
I-68063	COTTONWOOD AUTO PARTS, INC.	R	2/09/2016	43.65		073714		
I-68546	COTTONWOOD AUTO PARTS, INC.	R	2/09/2016	10.38		073714		
I-68585	COTTONWOOD AUTO PARTS, INC.	R	2/09/2016	11.28		073714		
I-68812	COTTONWOOD AUTO PARTS, INC.	R	2/09/2016	7.64		073714		586.30
0615	FANN ENVIRONMENTAL LLC							
I-12119-15-12615	FANN ENVIRONMENTAL LLC	R	2/09/2016	152,314.00		073716		
I-12119-16-12616	FANN ENVIRONMENTAL LLC	R	2/09/2016	51,895.00		073716		204,209.00
0178	HD WATERWORKS, LTD.							
I-F073019	HD WATERWORKS, LTD.	R	2/09/2016	558.35		073717		558.35
0093	HILL BROTHERS CHEMICAL CO.							
I-4415796	HILL BROTHERS CHEMICAL CO.	R	2/09/2016	1,096.86		073718		1,096.86
0108	KONICA MINOLTA, INC.							
I-238098048	KONICA MINOLTA, INC.	R	2/09/2016	132.43		073719		132.43
0025	LEGEND TECHNICAL SVC OF AZ, IN							
I-1600907	LEGEND TECHNICAL SVC OF AZ, IN	R	2/09/2016	31.00		073720		
I-1600967	LEGEND TECHNICAL SVC OF AZ, IN	R	2/09/2016	45.00		073720		
I-1601359	LEGEND TECHNICAL SVC OF AZ, IN	R	2/09/2016	612.50		073720		
I-1601469	LEGEND TECHNICAL SVC OF AZ, IN	R	2/09/2016	975.50		073720		
I-1601572	LEGEND TECHNICAL SVC OF AZ, IN	R	2/09/2016	149.00		073720		
I-1601734	LEGEND TECHNICAL SVC OF AZ, IN	R	2/09/2016	288.00		073720		2,101.00
0053	NACKARD PEPSI COLA							
I-372716	NACKARD PEPSI COLA	R	2/09/2016	57.50		073721		57.50
0049	NICE JONS, INC							
I-14851	NICE JONS, INC	R	2/09/2016	71.50		073722		71.50
0161	PATRIOT DISPOSAL, INC.							
I-160131368352	PATRIOT DISPOSAL, INC.	R	2/09/2016	724.72		073723		724.72
0646	PRAXAIR DISTRIBUTION INC							
I-54682747	PRAXAIR DISTRIBUTION INC	R	2/09/2016	714.98		073724		
I-54682798	PRAXAIR DISTRIBUTION INC	R	2/09/2016	113.05		073724		828.03
0061	SEDONA RECYCLES, INC.							
I-CLARKDALE 216	SEDONA RECYCLES, INC.	R	2/09/2016	300.00		073725		300.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0229 I-44140	SHEPHARD WESNITZER, INC SHEPHARD WESNITZER, INC	R	2/09/2016	565.00		073726		565.00
0253 I-025-145058	TYLER TECHNOLOGIES TYLER TECHNOLOGIES	R	2/09/2016	8,706.10		073727		8,706.10
0253 I-025-145551	TYLER TECHNOLOGIES TYLER TECHNOLOGIES	R	2/09/2016	284.31		073728		284.31
0042 I-PO BOX 308 2016	US POSTMASTER US POSTMASTER	R	2/09/2016	82.00		073729		82.00
0031 I-712660	THE VERDE INDEPENDENT THE VERDE INDEPENDENT	R	2/09/2016	76.24		073730		76.24
0033 I-97593885845	VERIZON WIRELESS VERIZON WIRELESS	R	2/09/2016	476.90		073731		476.90
0729 I-93	VVREO VVREO	R	2/09/2016	240.00		073732		240.00
0243 I-1262552	WELLS FARGO BANK WELLS FARGO BANK	R	2/09/2016	1,100.00		073733		1,100.00
0408 I-20816-RUPPEL	YAVAPAI COUNTY RECORDER YAVAPAI COUNTY RECORDER	R	2/09/2016	8.00		073734		8.00
0316 I-96324	ZEROWASTE USA, INC ZEROWASTE USA, INC	R	2/09/2016	171.75		073735		171.75
0777 I-28218	ZUMAR INDUSTRIES INC ZUMAR INDUSTRIES INC	R	2/09/2016	46.96		073736		46.96
0006 I-APRPPE 02062016 I-APSPPE 02062016	AMERICAN FAMILY LIFE ASSURANCE AFLAC AFLAC POST TAX	R R	2/10/2016 2/10/2016	104.86 36.37		073737 073737		 141.23
0075 I-T2 PPE 02062016	ARIZONA DEPARTMENT OF REVENUE- 13-052014X	R	2/10/2016	1,877.20		073738		1,877.20
0072 I-2HSPPE 02062016 I-HSAPPE 02062016	ARIZONA PUBLIC EMPLOYERS HEALT HEALTH INSURANCE HEALTH SAVINGS ACCOUNT	R R	2/10/2016 2/10/2016	562.10 2,855.63		073739 073739		 3,417.73

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0009	ARIZONA PUBLIC SAFETY RETIREME I-PSRPPE 02062016 SYSTEM 105	R	2/10/2016	6,518.79		073740		6,518.79
0017	ICMA RETIREMENT TRUST 457 I-ICMPPE 02062016 301912	R	2/10/2016	1,199.38		073741		1,199.38
0895	NATIONWIDE TRUST CO. FBO NRS I-NRSPPE 02062016 ASRS SSDP 457 PLAN	R	2/10/2016	325.00		073742		325.00
0072	ARIZONA PUBLIC EMPLOYERS HEALT I-2ECPPE 02062016 HEALTH INSURANCE	R	2/10/2016	374.76		073743		
	I-2EFPPE 02062016 HEALTH INSURANCE	R	2/10/2016	570.91		073743		
	I-2ESPPE 02062016 HEALTH INSURANCE	R	2/10/2016	451.84		073743		
	I-CEFPPE 02062016 HEALTH INSURANCE	R	2/10/2016	1,675.38		073743		
	I-CEOPPE 02062016 HEALTH INSURANCE	R	2/10/2016	1,334.76		073743		
	I-CESPPE 02062016 HEALTH INSURANCE	R	2/10/2016	1,989.69		073743		
	I-HECPPE 02062016 HEALTH INSURANCE	R	2/10/2016	1,650.44		073743		
	I-HEFPPE 02062016 HEALTH INSURANCE	R	2/10/2016	3,411.73		073743		
	I-HEOPPE 02062016 HEALTH INSURANCE	R	2/10/2016	2,255.49		073743		
	I-HESPPE 02062016 HEALTH INSURANCE	R	2/10/2016	2,485.35		073743		
	I-OEOPPE 02062016 HEALTH INSURANCE	R	2/10/2016	333.69		073743		
	I-VECPPE 02062016 VISION INSURANCE	R	2/10/2016	16.08		073743		
	I-VEFPPE 02062016 VISION INSURANCE	R	2/10/2016	89.88		073743		
	I-VEOPPE 02062016 VISION INSURANCE	R	2/10/2016	49.70		073743		
	I-VESPPE 02062016 VISION INSURANCE	R	2/10/2016	52.57		073743		
	I-VLCPPE 02062016 LIFE INSURANCE	R	2/10/2016	0.32		073743		
	I-VLEPPE 02062016 LIFE INSURANCE	R	2/10/2016	54.20		073743		
	I-VLSPPE 02062016 LIFE INSURANCE	R	2/10/2016	4.60		073743		16,801.39
0054	#1 FOOD STORE I-JAN 2016 FUEL #1 FOOD STORE	R	2/17/2016	1,970.95		073745		1,970.95
0071	ALLEGRA PRINT & IMAGING OF COT I-16779 ALLEGRA PRINT & IMAGING OF COT	R	2/17/2016	83.66		073746		
	I-16813 ALLEGRA PRINT & IMAGING OF COT	R	2/17/2016	38.28		073746		121.94
0565	ARIZONA WATER WORKS SUPPLY I-041537 ARIZONA WATER WORKS SUPPLY	R	2/17/2016	222.89		073747		222.89
0063	BAKER & TAYLOR I-4011492628 BAKER & TAYLOR	R	2/17/2016	245.41		073748		245.41
0020	BEYOND EXPRESS II I-021216 BEYOND EXPRESS II	R	2/17/2016	206.70		073749		206.70

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0015	BOYLE, PECHARICH, CLINE, WHITT							
C-36557	BOYLE, PECHARICH, CLINE, WHITT	R	2/17/2016	2,135.38CR		073750		
I-37091	BOYLE, PECHARICH, CLINE, WHITT	R	2/17/2016	479.05		073750		
I-37093	BOYLE, PECHARICH, CLINE, WHITT	R	2/17/2016	478.50		073750		
I-37488	BOYLE, PECHARICH, CLINE, WHITT	R	2/17/2016	314.70		073750		
I-37489	BOYLE, PECHARICH, CLINE, WHITT	R	2/17/2016	379.50		073750		
I-37490	BOYLE, PECHARICH, CLINE, WHITT	R	2/17/2016	82.50		073750		
I-37731	BOYLE, PECHARICH, CLINE, WHITT	R	2/17/2016	1,643.17		073750		
I-37732	BOYLE, PECHARICH, CLINE, WHITT	R	2/17/2016	1,000.13		073750		2,242.17
0523	CABLE ONE							
I-12516-LIBRARY	CABLE ONE	R	2/17/2016	40.00		073751		40.00
0058	CENTURY LINK							
I-1365578838	CENTURY LINK	R	2/17/2016	61.92		073752		61.92
0202	CHRIS LIVAS							
I-54272818	CHRIS LIVAS	R	2/17/2016	52.50		073753		52.50
0228	COPPERPOINT MUTUAL INSURANCE C							
I-1003319892	COPPERPOINT MUTUAL INSURANCE C	R	2/17/2016	15,988.85		073754		15,988.85
0905	GLOCK PROFESSIONAL INC							
I-TRP100074490	GLOCK PROFESSIONAL INC	R	2/17/2016	250.00		073756		250.00
0093	HILL BROTHERS CHEMICAL CO.							
I-4416246	HILL BROTHERS CHEMICAL CO.	R	2/17/2016	877.49		073757		877.49
0607	HUGHES SUPPLY							
I-S146880586.001	HUGHES SUPPLY	R	2/17/2016	622.45		073758		622.45
0153	JPS PAINT CENTER							
I-00188017	JPS PAINT CENTER	R	2/17/2016	8.84		073759		8.84
0712	JUSTIFACTS CREDENTIAL VERIFICA							
I-241600	JUSTIFACTS CREDENTIAL VERIFICA	R	2/17/2016	81.20		073760		81.20
0108	KONICA MINOLTA, INC.							
I-238098415	KONICA MINOLTA, INC.	R	2/17/2016	124.25		073761		124.25
0810	LAW ENFORCEMENT CREATIONS							
I-201553	LAW ENFORCEMENT CREATIONS	R	2/17/2016	605.00		073762		605.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0464	MAIN STREET CAFE							
I-47570	MAIN STREET CAFE	R	2/17/2016	399.27		073763		399.27
0260	PITNEY BOWES GLOBAL FINANCIAL							
I-6927982-FB16	PITNEY BOWES GLOBAL FINANCIAL	R	2/17/2016	181.15		073764		181.15
1	SOLAR CITY							
I-91076 PERMIT REF	SOLAR PERMIT REF	R	2/17/2016	50.00		073765		50.00
0334	STAPLES ADVANTAGE, INC							
I-3292568207	STAPLES ADVANTAGE, INC	R	2/17/2016	141.92		073766		141.92
0154	THE UPS STORE							
I-20916	THE UPS STORE	R	2/17/2016	17.25		073767		17.25
0067	UNISOURCE ENERGY SERVICES							
I-2122016-7LOC	UNISOURCE ENERGY SERVICES	R	2/17/2016	756.45		073768		756.45
0031	THE VERDE INDEPENDENT							
I-54012731	THE VERDE INDEPENDENT	R	2/17/2016	53.48		073769		53.48
0164	VERDE VALLEY OCCUPATIONAL MEDI							
I-1250	VERDE VALLEY OCCUPATIONAL MEDI	R	2/17/2016	88.00		073770		88.00
0043	WASTE MANAGEMENT							
I-00127111556-8	WASTE MANAGEMENT	R	2/17/2016	411.50		073771		411.50
0353	YAVAPAI COUNTY SUPERIOR COURT							
I-1222015	YAVAPAI COUNTY SUPERIOR COURT	R	2/17/2016	99.77		073772		99.77
0804	YAVAPAI COURIER SERVICE							
I-2441	YAVAPAI COURIER SERVICE	R	2/17/2016	624.00		073773		624.00
1	ABBAY, SHAWN							
I-000201602181973	US REFUND	R	2/18/2016	8.72		073774		8.72
1	THE TUNGLAND CORPORA							
I-000201602181972	US REFUND	R	2/18/2016	4.34		073775		4.34
0006	AMERICAN FAMILY LIFE ASSURANCE							
I-APRPPE 02202016	AFLAC	R	2/24/2016	104.86		073776		
I-APSPPE 02202016	AFLAC POST TAX	R	2/24/2016	36.37		073776		141.23

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0075	ARIZONA DEPARTMENT OF REVENUE-13-052014X	R	2/24/2016	1,873.85		073777		1,873.85
I-T2 PPE 02202016								
0072	ARIZONA PUBLIC EMPLOYERS HEALTH INSURANCE	R	2/24/2016	562.10		073778		
I-2HSPPE 02202016								
I-HSAPPE 02202016	HEALTH SAVINGS ACCOUNT	R	2/24/2016	2,903.19		073778		3,465.29
0009	ARIZONA PUBLIC SAFETY RETIREMENT SYSTEM 105	R	2/24/2016	6,431.28		073779		6,431.28
I-PSRPPE 02202016								
0017	ICMA RETIREMENT TRUST 457 301912	R	2/24/2016	1,199.38		073780		1,199.38
I-ICMPPE 02202016								
0895	NATIONWIDE TRUST CO. FBO NRS ASRS SSDP 457 PLAN	R	2/24/2016	325.00		073781		325.00
I-NRSPPE 02202016								
0072	ARIZONA PUBLIC EMPLOYERS HEALTH INSURANCE	R	2/24/2016	374.76		073782		
I-2ECPPE 02202016								
I-2EFPPE 02202016	HEALTH INSURANCE	R	2/24/2016	570.91		073782		
I-2ESPPE 02202016	HEALTH INSURANCE	R	2/24/2016	451.84		073782		
I-CEFPPE 02202016	HEALTH INSURANCE	R	2/24/2016	1,675.38		073782		
I-CEOPPE 02202016	HEALTH INSURANCE	R	2/24/2016	1,334.76		073782		
I-CESPPE 02202016	HEALTH INSURANCE	R	2/24/2016	1,989.69		073782		
I-HECPPE 02202016	HEALTH INSURANCE	R	2/24/2016	1,650.44		073782		
I-HEFPPE 02202016	HEALTH INSURANCE	R	2/24/2016	3,771.66		073782		
I-HEOPPE 02202016	HEALTH INSURANCE	R	2/24/2016	2,255.49		073782		
I-HESPPE 02202016	HEALTH INSURANCE	R	2/24/2016	2,485.35		073782		
I-OEOPPE 02202016	HEALTH INSURANCE	R	2/24/2016	333.69		073782		
I-VECPPE 02202016	VISION INSURANCE	R	2/24/2016	16.08		073782		
I-VEFPPE 02202016	VISION INSURANCE	R	2/24/2016	89.88		073782		
I-VEOPPE 02202016	VISION INSURANCE	R	2/24/2016	49.70		073782		
I-VESPPE 02202016	VISION INSURANCE	R	2/24/2016	52.57		073782		
I-VLCPPE 02202016	LIFE INSURANCE	R	2/24/2016	0.32		073782		
I-VLEPPE 02202016	LIFE INSURANCE	R	2/24/2016	54.20		073782		
I-VLSPPE 02202016	LIFE INSURANCE	R	2/24/2016	4.60		073782		17,161.32
0163	AMERICAN PLANNING ASSOCIATION	R	2/24/2016	391.00		073784		391.00
I-156734-1613	AMERICAN PLANNING ASSOCIATION							
0010	ARIZONA PUBLIC SERVICE	R	2/24/2016	1,518.22		073785		1,518.22
I-21716-0285	ARIZONA PUBLIC SERVICE							
0019	ARIZONA STATE TREASURER	R	2/24/2016	4,209.34		073786		4,209.34
I-JAN 16 ST & VIC	ARIZONA STATE TREASURER							

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0063	BAKER & TAYLOR							
I-4011505032	BAKER & TAYLOR	R	2/24/2016	115.72		073787		115.72
0020	BEYOND EXPRESS II							
I-021916	BEYOND EXPRESS II	R	2/24/2016	324.36		073788		324.36
0081	BIG O TIRES							
I-66376	BIG O TIRES	R	2/24/2016	52.34		073789		52.34
0014	BLACK HILLS AUTO ELECTRIC							
I-43648	BLACK HILLS AUTO ELECTRIC	R	2/24/2016	73.34		073790		73.34
0523	CABLE ONE							
I-13016/ADMIN	CABLE ONE	R	2/24/2016	50.00		073791		50.00
0908	CAMP VERDE MARSHAL'S OFFICE							
I-NM2016	CAMP VERDE MARSHAL'S OFFICE	R	2/24/2016	1,210.08		073792		1,210.08
0058	CENTURY LINK							
I-21316-815B	CENTURY LINK	R	2/24/2016	225.95		073793		225.95
0068	CHASE CREDIT CARD SERVICES							
C-41124188	CHASE: CHASE	R	2/24/2016	800.00CR		073794		
I-02601G	CHASE: OFFICE MAX	R	2/24/2016	82.00		073794		
I-03949G	CHASE: WALMART	R	2/24/2016	7.20		073794		
I-04107G	CHASE: SAMS CLUB	R	2/24/2016	113.18		073794		
I-06065G	CHASE: HOME DEPOT	R	2/24/2016	120.69		073794		
I-06454g	CHASE: US POSTOFFICE	R	2/24/2016	12.70		073794		
I-07057G	CHASE: ROUTE 66 TRAVEL CENTER	R	2/24/2016	23.10		073794		
I-07382G	CHASE: OFFICE MAX	R	2/24/2016	12.01		073794		
I-07543G	CHASE: USPS	R	2/24/2016	8.99		073794		
I-08195G	CHASE: USPS	R	2/24/2016	8.77		073794		
I-08262G	CHASE: HOME DEPOT	R	2/24/2016	62.71		073794		
I-09079G	CHASE: WALMART	R	2/24/2016	101.28		073794		
I-10226635	CHASE: PICTUREFRAMES	R	2/24/2016	69.78		073794		
I-11105	CHASE: MICROSOFT	R	2/24/2016	345.42		073794		
I-12016	CHASE: TIERRANET	R	2/24/2016	63.96		073794		
I-126452	CHASE: NORTHWEST TERRITORIAL	R	2/24/2016	50.48		073794		
I-1454437940	CHASE: SHOPLET.COM	R	2/24/2016	109.92		073794		
I-1861035	CHASE: AMAZON	R	2/24/2016	22.99		073794		
I-26028	CHASE: APA	R	2/24/2016	735.00		073794		
I-26883	CHASE: APA	R	2/24/2016	206.00		073794		
I-26887-2	CHASE: APA	R	2/24/2016	735.00		073794		
I-27421	CHASE: APA	R	2/24/2016	60.00		073794		
I-2912402	CHASE: CHEVRON	R	2/24/2016	22.62		073794		
I-300001257	CHASE: AAED	R	2/24/2016	273.00		073794		
I-40983G	CHASE: PS SHOWCASE	R	2/24/2016	479.90		073794		
I-42132	CHASE: VERVE TENTS AND EVENTS	R	2/24/2016	163.47		073794		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-57989	CHASE: USA CUSTOM PAD CORP	R	2/24/2016	296.16		073794		
I-58423	CHASE: PARTYSOURCE	R	2/24/2016	51.85		073794		
I-63028	CHASE: ARIZONA HARD CHROME	R	2/24/2016	537.15		073794		
I-732148	CHASE: NORTHWEST TERRITORIAL	R	2/24/2016	16.61		073794		
I-76616664	CHASE: RADIOSHACK	R	2/24/2016	65.60		073794		
I-88644409	CHASE: ASU CONFERENCES	R	2/24/2016	350.00		073794		
I-9849G	CHASE: GARDEN OF THE GODS	R	2/24/2016	26.15		073794		
I-C449864117	CHASE: HOME DEPOT	R	2/24/2016	637.04		073794		
I-DEPOT20721	CHASE: HOME DEPOT	R	2/24/2016	398.00		073794		
I-DVN5N8Q9KRZ	CHASE: TYLER USER CONFERENCE	R	2/24/2016	800.00		073794		
I-JZNGRC1J9X3-2	CHASE: TYLER USER CONFERENCE	R	2/24/2016	700.00		073794		
I-JZNGRCQJ9X3	CHASE: TYLER USER CONFERENCE	R	2/24/2016	100.00		073794		
I-MF149532210	CHASE: MUSICIANS FRIEND	R	2/24/2016	45.99		073794		
I-PG0024024112	CHASE: RURAL WATER ASSOCIATIO	R	2/24/2016	225.00		073794		7,339.72
0069	CITY OF COTTONWOOD							
I-985-CATS	CITY OF COTTONWOOD	R	2/24/2016	8,375.00		073800		8,375.00
0045	CLARKDALE MAGISTRATE COURT							
I-JAN16 JCEF	CLARKDALE MAGISTRATE COURT	R	2/24/2016	35.00		073801		35.00
0039	CLARKDALE MUNICIPAL WATER UTIL							
I-21716	CLARKDALE MUNICIPAL WATER UTIL	R	2/24/2016	1,052.85		073802		1,052.85
0190	DEARBORN NATIONAL LIFE INSURAN							
I-21016	DEARBORN NATIONAL LIFE INSURAN	R	2/24/2016	828.01		073803		828.01
0200	ELLEN YATES							
I-22216	ELLEN YATES	R	2/24/2016	96.00		073804		96.00
0906	ELM USA INC							
I-3327	ELM USA INC	R	2/24/2016	33.50		073805		33.50
0052	HANSON AGGREGATES INC.							
I-1056989	HANSON AGGREGATES INC.	R	2/24/2016	81.61		073806		81.61
0070	HILLYARD							
I-601962786	HILLYARD	R	2/24/2016	170.38		073807		170.38
0184	INTER-MOUNTAIN COMMUNICATION,							
I-27145	INTER-MOUNTAIN COMMUNICATION,	R	2/24/2016	501.68		073808		501.68
0212	JP COOKE COMPANY							
I-863176	JP COOKE COMPANY	R	2/24/2016	93.91		073809		93.91

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0176 I-5029408	LARRY GREEN CHEVROLET, INC. LARRY GREEN CHEVROLET, INC.	R	2/24/2016	105.42		073810		105.42
0534 I-125572	LC DISTRIBUTION LLC LC DISTRIBUTION LLC	R	2/24/2016	24.17		073811		24.17
0744 I-21816-NOTARY	MARY ELLEN DUNN MARY ELLEN DUNN	R	2/24/2016	20.06		073812		20.06
0049 I-14931	NICE JONS, INC NICE JONS, INC	R	2/24/2016	319.00		073813		319.00
0161 I-JAN 16	PATRIOT DISPOSAL, INC. PATRIOT DISPOSAL, INC.	R	2/24/2016	17,182.85		073814		17,182.85
0646 I-54812179	PRAXAIR DISTRIBUTION INC PRAXAIR DISTRIBUTION INC	R	2/24/2016	1,803.64		073815		1,803.64
0907 I-35785P	SOUTHWEST HAZARD CONTROL INC SOUTHWEST HAZARD CONTROL INC	R	2/24/2016	4,060.00		073816		4,060.00
0839 I-562038	TOMMY SHORT TOMMY SHORT	R	2/24/2016	120.00		073817		120.00
0562 I-CFY16-2	TOWN OF CAMP VERDE TOWN OF CAMP VERDE	R	2/24/2016	35,000.00		073818		35,000.00
0030 I-866250 I-868935*	USA BLUEBOOK USA BLUEBOOK USA BLUEBOOK	R R	2/24/2016 2/24/2016	164.76 1,091.53		073819 073819		1,256.29
0033 I-9759905720	VERIZON WIRELESS VERIZON WIRELESS	R	2/24/2016	702.60		073820		702.60
0157 I-601900027182 I-601900044778 I-602600598192 I-603300359177 I-604000358815	WALMART WALMART WALMART WALMART WALMART	R R R R R	2/24/2016 2/24/2016 2/24/2016 2/24/2016 2/24/2016	22.87 154.97 113.46 183.52 97.10		073821 073821 073821 073821 073821		571.92
0637 I-LOAN 910152-12	WATER INFRASTRUCTURE FINANCE A WATER INFRASTRUCTURE FINANCE A	R	2/24/2016	860,000.00		073822		860,000.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0158	YAVAPAI COUNTY FINANCE DEPARTM							
I-JAN 16 YC JAIL	YAVAPAI COUNTY FINANCE DEPARTM	R	2/24/2016	13.87		073823		13.87
0408	YAVAPAI COUNTY RECORDER							
I-22216 RECORDER	YAVAPAI COUNTY RECORDER	R	2/24/2016	8.00		073824		8.00
1	COLDWELL BANKER PROPERTY MGMT							
I-UT DEP REF CBPM	COLDWELL BANKER PROPERTY MGMT:	R	2/22/2016	50.51		073825		50.51
1	HAROLD LYSENE							
I-UT DEP REF-LYSENE	UT DEP REF	R	2/22/2016	33.80		073826		33.80
1	LEE BETTENCOURT							
I-UT DEP REF BETTEN	UT DEP REF	R	2/22/2016	21.78		073827		21.78
1	TINA PARRY-GANDY							
I-PARRY-GANDY REF	FAC DEP REF	R	2/22/2016	50.00		073828		50.00

\* \* T O T A L S \* \*

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	141	1,314,471.11	0.00	1,314,471.11
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	5	96,124.18	0.00	96,124.18
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	5			
VOID DEBITS		0.00		
VOID CREDITS		270.91CR		
		270.91CR	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: POOL	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			151	1,410,595.29	0.00	1,410,595.29
BANK: POOL	TOTALS:		151	1,410,595.29	0.00	1,410,595.29
REPORT TOTALS:			161	1,410,595.29	0.00	1,410,595.29

DEPT: ALL

PRELIMINARY

CALC. CT.: 2

PAYROLL NO#: 01

PAY PERIOD BEGINNING: 1/24/2016

PAY PERIOD ENDING: 2/06/2016

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

-----EARNINGS-----			----BENF/REIMB----		-----DEDUCTIONS-----			-----TAXES-----				
DESC	HRS	AMOUNT	DESC	AMOUNT	CD	ABBV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
SAL	782.50	26,251.06			2EC	2EC	5.77	368.99	FED W/H	58,992.56	5,427.45	
HOURL	2,243.50	39,775.17			2EF	2EF	15.32	555.59	ST WH AZ	58,992.56	1,877.20	
OT	67.00	1,801.69			2ES	2ES	9.65	442.19	FICA	68,554.57	4,250.39	4250.39
DUI	13.00	532.83			2HS	2HS	245.00	317.10	MEDI	68,554.57	994.05	994.05
OC	504.00	504.00			APR	APR	104.86					
VEE	54.50	1,017.00			APS	APS	36.37					
VDH	7.50	291.81			CEF	CEF	352.80	1322.58				
VFSLA	2.00	54.08			CEO	CEO		1334.76				
SICK	37.50	842.57			CES	CES	346.02	1643.67				
CE	12.38	0.00			HEC	HEC	84.00	1566.44				
CT	10.50	200.12			HEF	HEF	273.54	3138.19				
					HEO	HEO		2255.49				
					HES	HES	161.30	2324.05				
					HSA	HSA	909.27	1946.36				
					ICM	ICMA	1041.69	157.69				
					LTD	STLTD	61.69	61.69				
					NRS	NRS	325.00					
					OEO	OEO		333.69				
					PSR	PSR	2012.83	4505.96				
					SR	STRET	5832.60	5832.60				
					SRB	STRBB	349.89					
					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:	3,734.38	71,270.33		0.00			12434.95	28107.04			12,549.09	5244.44

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

DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
	71,270.33	66,026.23	2,334.52	2,405.58	504.00	0.00	12,434.95	12,549.09	46,286.29
TOTALS	71,270.33	66,026.23	2,334.52	2,405.58	504.00	0.00	12,434.95	12,549.09	46,286.29

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

DEPT: ALL

PRELIMINARY

CALC. CT.: 2

PAYROLL NO#: 01

PAY PERIOD BEGINNING: 2/07/2016

PAY PERIOD ENDING: 2/20/2016

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

-----EARNINGS-----			----BENF/REIMB----		-----DEDUCTIONS-----				-----TAXES-----			
DESC	HRS	AMOUNT	DESC	AMOUNT	CD	ABBV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
SAL	662.00	23,371.92			2EC	2EC	5.77	368.99	FED W/H	59,590.85	5,298.88	
HOUR	1,942.25	34,679.74			2EF	2EF	15.32	555.59	ST WH AZ	59,590.85	1,873.85	
OT	61.00	1,724.04			2ES	2ES	9.65	442.19	FICA	69,099.64	4,284.19	4284.19
OC	522.00	522.00			2HS	2HS	245.00	317.10	MEDI	69,099.64	1,001.97	1001.97
HOL	28.00	701.30			APR	APR	104.86					
VEE	270.75	4,832.14			APS	APS	36.37					
VDH	121.00	4,296.62			CEF	CEF	352.80	1322.58				
VFSLA	17.00	407.21			CEO	CEO		1334.76				
SICK	78.00	1,248.84			CES	CES	346.02	1643.67				
CE	7.50	0.00			HEC	HEC	84.00	1566.44				
CT	3.00	60.45			HEF	HEF	302.40	3469.26				
					HEO	HEO		2255.49				
					HES	HES	161.30	2324.05				
					HSA	HSA	909.27	1993.92				
					ICM	ICMA	1041.69	157.69				
					LTD	STLTD	61.40	61.40				
					NRS	NRS	325.00					
					OEO	OEO		333.69				
					PSR	PSR	1985.82	4445.46				
					SR	STRET	5806.39	5806.39				
					SRB	STRBB	349.89					
					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:	3,712.50	71,844.26		0.00			12410.30	28398.67			12,458.89	5286.16

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

DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
	71,844.26	58,051.66	2,425.34	10,845.26	522.00	0.00	12,410.30	12,458.89	46,975.07
TOTALS	71,844.26	58,051.66	2,425.34	10,845.26	522.00	0.00	12,410.30	12,458.89	46,975.07

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

===== FUND TOTALS =====  
01 GENERAL FUND 293,227.22  
03 HURF (STREETS) 226,475.62  
04 DEVELOPMENT REIMBURSEMENT 264.00  
11 SEWER FUND 890,068.18  
12 TRASH FUND 22,171.13  
13 WATER FUND 100,498.28  
16 GRANTS FUND 2,483.66  
19 CEMETERY 3,076.89  
24 CAPITAL IMPROVEMENT 2,348.00  
25 CDBG GRANT 2,185.25  
29 POLICE GRANTS 6,775.42  
34 SCHOOL OFFICERS FUND 4,136.23  
-----  
GRAND TOTAL: 1,553,709.88  
-----

**BOARD OF ADJUSTMENT**

*February 24, 2016*

**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 FEBRUARY 24, 2016 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 9<sup>th</sup> day of February at 3:00 p.m.

**Dated this 9<sup>th</sup> day of February, 2016**

**TOWN OF CLARKDALE**

**By:**

  
Beth Escobar  
Senior Planner

**DESIGN REVIEW BOARD  
FEBRUARY 3, 2016**

**NOTICE OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD 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 Design Review Board of the Town of Clarkdale meeting scheduled for Wednesday, FEBRUARY 3, 2016 at 6:30 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 9<sup>TH</sup> day of January, 2016 at 10:30 a.m.

Dated this 9<sup>th</sup> day of January, 2016

**TOWN OF CLARKDALE**

By:



**Beth Escobar  
Senior Planner**

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON TUESDAY, JANUARY 19, 2016 IN THE MEN’S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.**

A Regular Meeting of the Planning Commission of the Town of Clarkdale was held on Tuesday, January 19, 2016 at 4:00 p.m., in the Men’s Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

**Planning Commission:**

Chair	Ida-Meri deBlanc	Present
Vice Chair	John Erickson	Present
Commissioners	Jorge Olguin	Present
	Craig Backus	Present
	Deborah Hunseder	Present

**Staff:**

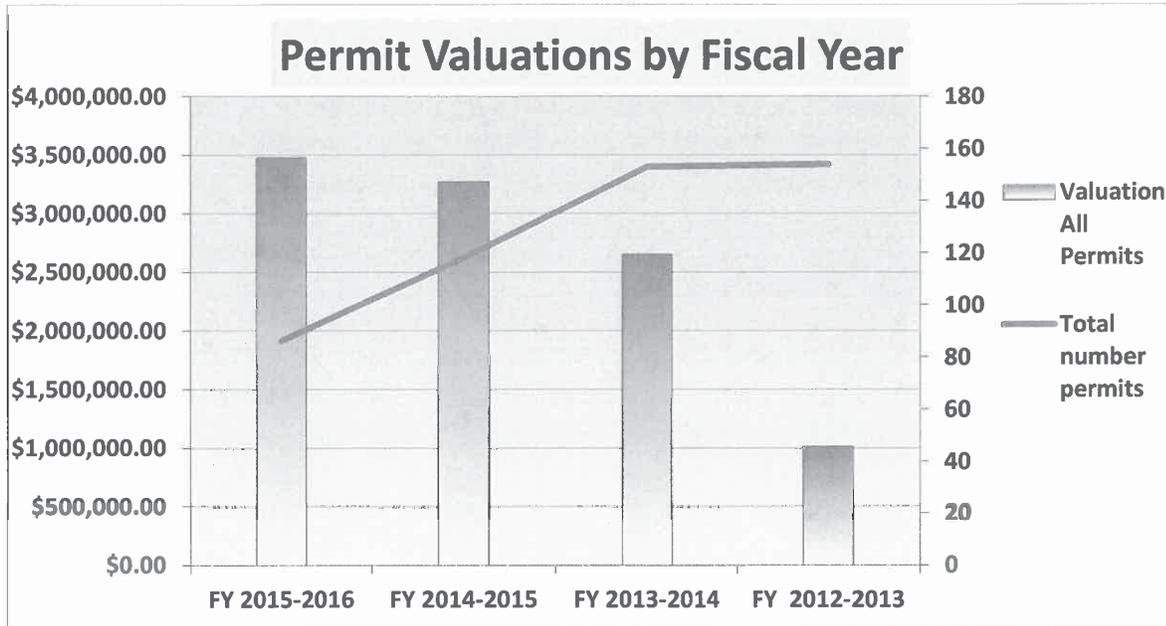
Community Development Director	Jodie Filardo
Senior Planner	Beth Escobar

**Others in Attendance:** Phil Terbell, Jon Hutchinson, Joe Bechard and Jeff Hendricks.

1. **CALL TO ORDER:** Chair de Blanc called the meeting to order at 4:00 p.m.
2. **ROLL CALL:** Director Filardo called the roll.
3. **PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing staff to study the matter, or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit comments to **FIVE MINUTES**.

There was no public comment.

4. **MINUTES:**
  - a. Consideration of the **Regular Meeting Minutes of January 19, 2016.**  
**Commission Olguin moved to approve the Regular Meeting Minutes of January 19, 2016. Commissioner Hunseder seconded the motion. The motion passed unanimously.**
5. **REPORTS:**
  - a. Chairperson and Members Report - None
  - b. Director’s Report  
Director Filardo summarized the following report:
    1. **Statistics as of January, 2016** – With 5 months still remaining in this fiscal year, the permit valuations for projects under construction in Clarkdale have exceeded those for the entirety of last fiscal year by over \$205,000.



**2. Recent Permits Issued - 5 total**

- 10.8 KW photovoltaic solar electric at 600 Randall Road
- Accessory structure at 1891 Moonlight Lane
- Wood Fence at 841 Lanny Lane
- Update to electrical, HVAC, and plumbing at 1420 Third South Street
- Monument sign at 1191 SR 89a (Dollar General)

**3. Emergency preparations community meeting.** To prepare citizens for any possible emergency situation due to flooding within the municipal boundaries of Clarkdale, an open house was hosted by Town staff and the Clarkdale Fire District to inform the public on an array of topic including the 2016 El Nino forecasts, making a family disaster preparedness plan, a review of the Federal Emergency Management Agency flood maps and the possible street closures in Clarkdale, community evacuation procedures, locations for information in case of an emergency, and then summaries from each of the Yavapai County Sheriff’s Office and the Emergency Management Office. The meeting was well attended. For a link to a video of the meeting, please use the following:<https://www.youtube.com/watch?v=7Hg9OQLj9eA&feature=youtu.be>

**4. Exploring Retail.** Director Filardo and Senior Planner Escobar attended a free workshop in Mesa on Thursday. Sponsored by the Alliance for Innovation, a Phoenix based government consulting firm, and presented by Buxton, an economic development consulting firm from Ft. Worth, Texas. The workshop focused on attracting retail development. Attendees at the workshop included employees for Queen Creek, Apache Junction and the Mayor of Somerton. It was interesting to hear about the challenges each of these communities face. One similarity Clarkdale shares with these communities is the occurrence of retail sales tax leakage to neighboring communities. It was also interesting to hear that some of the best practices recommended by Buxton are already in place or in development in Clarkdale, such as having specific area plans and being a business friendly community. Other points of interest:

- Retail giants like Walmart and Target are focusing on small, neighborhood stores, with less square footage.
- Retail development benefits from a strong tourism component

5. **Way-Finding Monument Lottery.** On Tuesday night, January 19, 2016, the Community Development Department hosted our first-ever way-finding monument lottery. Four businesses participated and all but one sign was selected. BC Land Group selected signs 1, 3, 4, and 8. The 10-12 Lounge selected sign 2, and Spinwidgets selected signs 6 and 7. Only sign 5 at Tuzigoot Road was not selected. All executed lease agreements and accompanying checks for \$5,000 per sign are due to Community Development by February 29<sup>th</sup>. If we don't receive checks by that time, we will go to the second position business to ask if they'd like to take over the sign lease.



Figure 1 - Green camo  
Figure 2

- Brown camo Figure 3 - Grey camo Figure 4 - Grey

6. **Cell tower updates.** The Conditional Use Permit application for a cell tower at 555 Miller Road moves forward to Town Council for consideration on Tuesday, February 9<sup>th</sup>. There are a variety of paint colors under consideration for the tower in conjunction with the application.

7. **Community Development Technician.** <http://www.clarkdale.az.gov/employment.html>

Starting range: \$28,994 - \$33,280 per year, DOQ

The Town of Clarkdale is seeking a Technician who, under leadership of the Director is responsible for high performance levels of computer-based administrative work, communication, organization and customer service, with knowledge of payment processing, permitting and urban planning. This is a front desk position having a large degree of interaction with others on a daily basis. A full position outline is available in the job description. Applications and job descriptions are available at:

Clarkdale Town Hall, 39 N. Ninth Street, Clarkdale, AZ 86324, 928.639.2400;  
Town website: [www.clarkdale.az.gov](http://www.clarkdale.az.gov).

A required, completed Clarkdale employment application and supporting information should be delivered to the address above, ATTN: Human Resources, or mailed to same at PO Box 308, Clarkdale, AZ

86324. Applications will not be received electronically, and will be accepted through 5:00pm (MST) February 15, 2016. The Town of Clarkdale is an Equal Opportunity (EOE).

8. **Crossroads at Mingus.** This week the owners and leadership for the Crossroads at Mingus subdivision met with Community Development and Utilities staffs to address the need for testing of the sewer and water lines, the resetting of some of the water connections plus the flushing schedule for new lots with sales pending. They are planning to accelerate their development due to an increased interest in the lots west of Old Jerome Highway. They are developing a plan to sell lots in this area in clusters so to better manage the impact on the water and wastewater systems. This subdivision is experiencing increased demand for lots - a very exciting development for Clarkdale.

9. **Clarkdale Downtown Business Alliance.** The Alliance will be collaborating with the Lion's Club Car Show event on March 12<sup>th</sup> to offer a chili cook-off and beer tasting to accompany the hot dog and soda menu offered by the Lion's Club. So mark your calendars and come on by Town Hall from 9 AM until 2 PM for fun coupled with great cars, tasty chili, and craft beers.

6. **NEW BUSINESS:**

- a. Discussion/possible action with stakeholders and property owners regarding the remaining sections of the **SR 89A Focus Area Master Plan.**

Senior Planner Escobar gave the following report:

**Background:**

Per direction from the Planning Commission, invitations to attend the February 16 meeting were sent to property owners along the SR 89A corridor from the Centerville Roundabout to the boundary with the City of Cottonwood. An invitation was also extended to the owners of the 11 acres of commercial property within the Crossroads at Mingus subdivision. This property is on either side of Scenic Drive. Because the majority of owners live outside of Clarkdale, a brief survey was included with the invitation that was mailed out.

Any responses received will be shared with the Commission at the February 19 meeting.

Email invitations were relayed to representatives of ADOT, APS, Unisource and the Community Development Manager for the City of Cottonwood.

**Area description**

There are 26 parcels with 20 individual owners along this approximately 1.15 mile section of the highway corridor from the Centerville Roundabout to the City of Cottonwood municipal border.

Total combined size of this area is approximately 62 acres.

The east side of this section of the highway within the Clarkdale boundary is completely undeveloped.

The west section has various buildings and businesses between the Centerville Roundabout and Paloma Way:

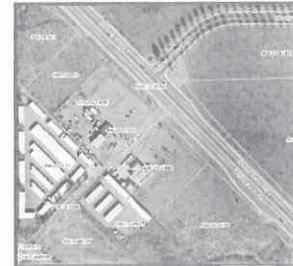
- Clarkdale Baptist Church, 1051 SR 89A
- Chateau Tumbleweed (Red River Cattle LLP) 1151 SR 89A
- Olsen's 1171 SR 89A
- Dollar General (under construction), 1191 SR 89A

The Pine Shadows and On the Greens communities, which are within the boundaries of the City of Cottonwood are on the eastern side of the highway corridor.



**City of Cottonwood future development**

There are approximately 120 acres of undeveloped land on the east side of the highway within the boundaries of the City of Cottonwood.



**Drainage**

There are no major drainage features between the Centerville Roundabout and the Lincoln/Lisa Roundabout. The north fork of Mescal Wash, and the main portion of Mescal Wash, both cross under the highway in this area through large box culverts.



**Road Connections**

Paloma Drive is an access easement from SR 89A to the beginning of the storage unit property. There is a recorded easement from Paloma to parcel #406-26-344B.



Alamos Drive, an existing 'backage' road in the Crossroads at Mingus, is designed to connect to Alamos Drive in Cottonwood. This existing street connects to Black Hills Drive in Cottonwood.

Any extension of Alamos Drive north of the Crossroads at Mingus subdivision would require crossing Mescal Wash, which is a designated waterway of the United States. Any construction near or in this wash would require a Section 404 (Clean Water Act) Permit through the U.S. Army Corps of Engineers. This permit requires detailed engineering demonstrating that the project will not

have a negative environmental impact on the waterway.

**Public Comment and Discussion**

Mr. Bechard from Chateau Tumbleweed stated they were very interested in growing grapes near their wine manufacturing location at 1151 SR 89A. Staff explained that agriculture is not currently a permitted use. Mr. Bechard explained an approximately one-acre vineyard would be a great visual complement to their facility. He would prefer to see smaller businesses along the highway corridor, such as a local grocery store. Commissioner Hunseder stated that agriculture is a quiet neighbor.

Mr. Bechard supported the concept of backage roads providing off-highway access between existing businesses.

Commissioner Olguin asked the attendees to think in terms of what are your needs. Commissioner Backus asked whether there are ancillary support businesses that Chateau Tumbleweed would like to see. Mr. Bechard stated that he has heard an ozone sanitizer company was opening in Cottonwood.

Commissioner Backus suggested the winery consider a long-term lease of the adjacent property.

Mr. Terbell asked about the status of Paloma Road. Staff explained it should be finished by March and will be open to the public.

Mr. Hendricks stated they would need a minimum of a 25 year lease.

Commissioner Erickson asked everyone to consider what the Town can do for you to support your business.

Senior Planner Escobar explained staff would continue to reach out to the property owners along the highway corridor to get input for the master plan.

7. **FUTURE AGENDA ITEMS** – Staff stated there were no upcoming agenda items.
8. **ADJOURNMENT** – Chair de Blanc called for a motion to adjourn. Commissioner Olguin made a motion to adjourn. Commissioner Erickson seconded the motion. The motion passed unanimously. The meeting was adjourned at 4:40 p.m.

**MINTUES OF A REGULAR MEETING  
OF THE COMMUNITY SERVICES COMMISSION  
OF THE TOWN OF CLARKDALE**

A Regular Meeting of the Community Services Commission of the Town of Clarkdale was held on Wednesday, February 10<sup>th</sup>, 2016, at 6:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, Arizona.

Chairperson	Peter Curé
Vice Chairperson	Ben Kramer
Commissioners:	Krysta Dehnert
	Carol Engert
	Trish Gomez
	Shannon Westcott (Absent)
	Lynda Zanolli

**Town Staff:**

HR/Community Services Director	Janet Perry
Community Services Supervisor	Dawn Norman
Administrative Assistant II	Joni Westcott

**AGENDA ITEM: CALL TO ORDER** - Chairperson Peter Curé called the meeting to order at 6:03 p.m.

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

**AGENDA ITEM: INFORMATIONAL REPORTS**

**CHAIRPERSON'S REPORT- A report from the chairperson on current events.**

No report was given.

**STAFF REPORT – A report from the community services staff on current events.**

Community Services Supervisor Dawn Norman reported the following:

- **Art in Public Places (AIPP)** - The program was started in 2011 by a group of volunteers. This is an ongoing public display of art in the Clark Memorial Library. The volunteers retired from the program at the end of 2013. At that time, the volunteers had secured exhibits for a few of the months in 2014. Staff was limited to the amount of time to dedicate to the program and moved forward with the exhibits already scheduled along with annual exhibitors that had committed to showing each year. There have been many exhibits on display throughout 2014 and 2015. Currently the Verde Valley Spinners and Weavers Guild have their annual exhibit on display through the end of February. Staff member Susan Cox expressed her interest in gearing the program back up and is working to schedule more art displays throughout the year.

- Special Event Permits - A special event permit application has been submitted by the Clarkdale Jerome School for a 7<sup>th</sup> grade overnight encampment and kayak trip. The event, “Waterway in our Back Yard”, is scheduled for April 25-26. The overall goal is to educate and prepare their students for the annual 8<sup>th</sup> grade river trip on the San Juan River. The school is seeking community volunteers to assist with “Waterway in our Back Yard”. Activity sessions will include:
  - Verde River Kayaking- Professionally guided trip in tandem ducky-boats from Tapco RAP to Tuzigoot RAP learning basic boating and water safety skills.
  - Tavasci Marsh exploration – Audubon Society volunteer led hike to observe native species of plants and animals.
  - Tuzigoot National Monument- Natural history talk and site tour, learning about native cultures.
  - Eco-Art- A fine arts experience led by staff and local artists using found natural objects.
  - Camp skills- This group will complete tasks needing to be done at camp including setting up camp, prepping meals, cooking, cleaning, Leave No Trace ethics, team building activities, etc.

Administrative Assistant Joni Westcott reported the following:

- Spirit of Clarkdale Awards - In 2007 the Town Council approved a program to recognize Clarkdale home and business owners, residents and other individuals that have taken steps that are worthy of recognition. The application process was quite involved as it had many categories. In addition, the trend in the selection process was to award all those nominated. This trend resulted in the same individuals and groups receiving the award year after year. In order to improve upon the value of receiving the Spirit of Clarkdale Award a committee was formed to assess the program and consider changes. The committee consists of a Town Council Member, a Community Services Commissioner, a Board of Adjustment Board member and a staff member from both the Community Services and Community Development Departments. Although the process continues to develop, the following considerations have been determined:
  - The program will have only one winner each year and winners can only be awarded one time
  - The Town of Clarkdale guiding principles will be used as a guide for choosing a winner
  - Application process will be simplified
  - The winner will receive a monetary prize in addition to the community recognition
  - The program will be promoted and available to receive nominations year round
  - Program ambassadors will be recruited to assist in the promotion process

There is a follow-up meeting scheduled to finalize the details and evaluation processes. The Spirit of Clarkdale committee will make a recommendation to the Town Council for approval

due to the fact that it is changing the initial program categories and processes approved by the Council.

Staff informed the Commission that this program was tasked to the Community Services Department and that the information is being shared on the basis of informing the Commission on projects the department is currently working on.

**AGENDA ITEM: MINUTES - Discussion and consideration of the minutes of the Special Meeting held on January 13<sup>th</sup>, 2016.**

**Vice Chairperson Kramer motioned to approve the Special Meeting minutes as written. Commissioner Gomez seconded the motion. The motion passed unanimously.**

**NEW BUSINESS:**

**AGENDA ITEM: CLARKDALE COMMUNITY SERVICES VISION AND MISSION – Discussion and consideration of adopting Vision and Mission statements for Clarkdale Community Services.**

Community Services Director Perry reviewed the following:

During the January meeting Commissioners participated in an exercise towards developing a Vision and Mission statement for Community Services, with the resulting draft statements:

Vision: Connecting People to Clarkdale

Mission: Creating opportunities for people to enjoy and get involved in our Clarkdale experience by uniting, cultivating and protecting the small town experience and our environment.

Director Perry explained that although the Vision was unanimously embraced and agreed upon during the session, staff felt the Mission was not as strongly endorsed. She asked that the Commissioners revisit both, paying particular attention to the Mission statement wording.

There was open discussion on the Mission Statement and the goal associated.

Director Perry restated the intent, a Mission Statement reflects the operational purpose of the organization, the reason why the organization exists, and its core business. It answers the question – how does the organization intend to serve its clients and stakeholders – in the process of achieving its vision. A Mission is all about today, the reason for the existence of the organization, and what the organization is providing in pursuit of its vision. It should summarize the organization's focus for the next 12 to 18 months, moving the organization closer to accomplishing its vision.

Following open discussion, the Mission was revised:

Creating opportunities for people to enjoy and get involved in our Clarkdale community by cultivating the small town experience while protecting the environment.

Vice Chairperson Kramer motioned to approve the Vision and Mission statements:

Vision: Connecting People to Clarkdale

Mission: Creating opportunities for people to enjoy and get involved in our Clarkdale community by cultivating the small town experience while protecting the environment.

Commissioner Gomez seconded the motion. The motion passed unanimously.

**AGENDA ITEM: FY15-16 BUDGET AND DONATION ACCOUNTS – Review and discussion of the FY15-16 Budget and Donation Accounts relating to the Community Services Department.**

Supervisor Norman reviewed the FY15-16 budget and donation accounts for Community Services, Library, Parks & Recreation, Verde River Poker Run and Verde River Access Points:

- **FY15-16 BUDGET:** Staff and Commission reviewed the approved FY15-16 budget line items for Community Services, Library and Parks and Recreation. The commission did not have any questions relating to the line items associated with each operation of the department. Community Services Supervisor Norman shared that when adopting the budget the Town did not have the funding amount that would be received from the Yavapai County Library District. Since that time, staff has received written confirmation of the amount and once the funding is received the Finance Department will then adjust the line item to reflect those amounts.
  
- **DONATION ACCOUNTS:**

Library – General	\$8,604.39
Parks & Recreation - General	\$4,520.96
Concerts In The Park	\$10,364.53
Halloween	\$140.37
4th Of July	\$637.28
Youth Program Scholarships	\$340.00
Diamondback Trips	\$36.00
Pecharich Memorial	\$725.00
Pool	\$26,029.26

There was open discussion on the donation accounts.

Concerts in the Park - Chairperson Curé inquired if the ambassador salaries were paid out of the proceeds from the concerts. Supervisor Norman confirmed that the ambassadors' salaries were included in the expenditures of the account and for 2015, coverage of the 7 concerts, a total of \$429 was allotted to pay the Ambassadors.

Youth Program Scholarships - established through a grant. The grant funds are specific to assist kids in the community who would like to attend programs that are fee based.

Pecharich Memorial - This fund was created by a donation received from the Pecharich family after the passing of their father. The family had requested that globe lights be added to the back two corners of Town Park. This project would be in memory of their father and had asked that in lieu of flowers, individuals could donate to the project. The cost for the project exceeded over \$7,000, and the donations did not come in as anticipated, therefore the project never moved forward. Supervisor Norman has recently spoken with a representative from the family who has re-designated the funds to be used for other Town Park improvements.

Pool – These are funds remaining from the fundraising campaign in 2010/2011 to open the pool in 2011.

Commissioner Zanolli inquired if the Library and Parks and Recreation general accounts could be combined to establish a Community Services general account. Director Perry explained that the two must remain separate for operations and due to funding resources.

- VERDE RIVER POKER RUN (VVPR): There have been two VVPR events held, resulting in a total of \$3,172 raised for the river project. Commissioner Zanolli inquired if staff time was included in the expenses. Supervisor Norman informed that in 2015 there were 10 staff members who worked the event and that this time was not calculated into the total costs of the event. The Commission inquired as to why those costs were not included. Supervisor Norman did not know why it was decided to not include staff costs. She would have to clarify with management on that decision and would bring that information back to the Commission.
- VERDE RIVER ACCESS POINTS (VRAP): There was open discussion on maintenance and improvements to the RAPs. Chairperson Curé inquired about funds being allocated toward park maintenance and improvements. Supervisor Norman explained that the public works department oversees park improvements and maintenance and that there may be funding allocated under their department. She would have to look into that as she did not have the public works budget on hand.

Commissioner Engert inquired about the money that is collected from the donations in the parking envelopes. Supervisor Norman confirmed that those funds get deposited into the account to help with expenses associated at the RAPs, such as River Ambassador salaries.

Chairperson Curé asked if there are funds elsewhere for maintenance and improvement and what the projected expenses are. Director Perry explained that the river access development is in a toddler stage. Public Works and the outfitters will contribute to the needs of maintenance and improvements. Also some additional funds come in from Verde River at Clarkdale. Chairperson Curé wanted to know if the current \$12,000 balance continues to increase, will it go to the Public Works budget or will it remain in the RAP accounts as in past experience on the Parks and Recreation Commission funding had been appropriated for park improvements at Mongini/Selna Park and the funding was reallocated elsewhere before the Commission could make any recommendation to Council. He commented that

ultimately if the fund increases there will be enough to improve the access points. Director Perry agreed and that is the Town's goal as well.

In moving forward, Chairperson Curé would like to know how the town budgets for park improvements. Vice Chairperson Kramer agreed and further questioned, how does the Community Services Commission move forward in meeting its Mission.

**AGENDA ITEM: 2016 CONCERTS IN THE PARK – Review and discussion of the 2016 Concerts in the Park.**

Supervisor Norman provided an update to the Commission on the 2016 Concerts in the Park:

1. Selection Process – Given the growing popularity of the annual series and increasing demand for bands wanting to be included, a formal selection process was successfully implemented last year utilizing an appointed selection committee. This year, the selection committee was comprised of three commissioners, Krysta Dehnert, Trish Gomez and Lynda Zanolli.

The announcement for interested bands was published and released in early December. In addition, the information was posted on the Town's website and prior performers and inquiries were emailed directly the announcement. In order to be considered, bands were required to submit:

- Letter of interest
- Brief description of band and music
- Current music samples
- List of current venues performed along with contact information
- Fees/Rates
- Top 3 choices of scheduled concert dates
- Deadline to submit: January 15

In the selection process the following was considered:

- First come, first serve for the genre
- Experience/background – including performing as a group verses individual members
- Family friendliness of material
- Sound/quality of music
- Popularity/demand
- Has the genre been offered before
- How many times/often has the band played in our concerts (this sometimes is overrode by popularity/demand OR if the band is sponsored/free)
- If they have performed, what the 50/50 raffle produced – compare the raffle amount to the amount paid to the band (Example: Band charged \$400 to perform, the raffle produced \$380, resulting in the cost \$20)
- Cost/fees – not only consider the payment amount for the experience/professionalism of the performers/performance, but how many members/instruments are in the band (Example: a band with 4 members charging

\$400 is \$100/band member verses a band of 2 members charging \$800, \$400/band member.)

2. 24 Bands/Performers submitted interest; received complete packets from 20 bands, representing 14 different genres to select from.
3. Results:
  - MAY
  - Pre-Event-Friday, May 13, 6-7pm – TBA – Sponsored by Dance in AZ
  
  - JUNE
  - Saturday, June 04, 2016 – SENTIMENTAL JOURNEY – Big Band
  - Saturday, June 18, 2016 – TROTTER’S WAKE – Celtic/Irish
  
  - JULY
  - Saturday, July 09, 2016 – RD OLSON BAND - Blues
  - Saturday, July 23, 2016 – CADILLAC ANGELS – Rockabilly/Americana
  
  - AUGUST
  - Saturday, August 06, 2016 – COME BACK BUDDY – 50’s
  - Saturday, August 20, 2016 – ROMEN BUFFALO – Bluegrass
  
  - SEPTEMBER
  - Saturday, September 03, 2016 – MATCHBOX TWENTY TOO – Pop
4. Sponsors – Dance in AZ and Clarkdale-Jerome Lions Club
5. Concert Hotline – The existing pool phone line will be utilized as a general info line for the concerts. The recording will announce who is scheduled for the upcoming concert as well as be used to notify of cancellation.

There was open discussion. Vice Chairperson Kramer asked if alcohol will be served at any of the concerts. Supervisor Norman explained that there will be a future worksession to discuss the subject. Commissioner Zanolli inquired as to who will be selling 50/50 raffle tickets, ambassadors or community services staff. Supervisor Norman responded that initially it will be both in order to train the ambassadors for the season. Staff will also be recruiting volunteers to assist due to increased attendance and Commissioners will have an opportunity to sign up to volunteer.

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

**Service of Alcohol at Concerts in the Park**

**Verde River Front**

**2016 River Runner Outfitters**

**Mingus Recreation Area**

**Budgets/Funding for: Verde River Access Points, Improvements/Maintenance for all Town Parks, Verde River Poker Run**

**AGENDA ITEM: ADJOURNMENT - *Vice Chairperson Kramer motioned to adjourn the meeting and Commissioner Zanolli seconded the motion. With no objection, meeting adjourned at 7:22 p.m.***

APPROVED:

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Peter Curé, Chairperson

SUBMITTED BY:

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Joni Westcott, Administrative Assistant II

DRAFT



# Staff Report

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Agenda Item:           **Mayors Day of Recognition for National Service Proclamation – Approval of a Proclamation** - Approval of a proclamation which is a national bipartisan effort to recognize the positive impact of national service in cities and towns, to thank those who serve, and to encourage citizens to give back to their communities.

Staff Contact:           Kathy Bainbridge, Town Clerk

Meeting Date:           March 8, 2016

Background:   The Mayors Day of Recognition for National Service will take place on Tuesday, April 5, 2016. The goal is to highlight the impact of AmeriCorps, Senior Corps, and other national service programs in tackling local problems and to thank national service members for their commitment and impact. Last year 36 Mayors in Arizona, and 1760 Mayors in the U.S., helped kick off the first ever Mayors Day of Recognition for National Service.

The nation's mayors are increasingly turning to national service and volunteerism as a cost-effective strategy to address city and town challenges at a time of fiscal constraint. The Mayors Day of Recognition for National Service is a national bipartisan effort to recognize the positive impact of national service in cities, to thank those who serve, and to encourage citizens to give back to their communities.

The Mayors Day of Recognition is sponsored by the Corporation for National and Community Service, the National League of Cities, Cities of Service, and the U.S. Conference of Mayors President Scott Smith.

The Corporation for National and Community Service (CNCS) is a federal agency that engages more than five million Americans in service through Senior Corps, AmeriCorps, the Social Innovation Fund and the Volunteer Generation Fund, and leads President Barack Obama's national call to service initiative, United We Serve.

Recommendation:   Approval of the Mayors Day of Recognition for National Service Proclamation.

## PROCLAMATION

### Mayors Day of Recognition for National Service

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's mayors are increasingly turning to national service and volunteerism as a cost-effective strategy to meet city needs; and,

WHEREAS, AmeriCorps and Senior Corps address the most pressing challenges facing our cities and nation, from educating students for the jobs of the 21st century and supporting veterans and military families to preserving the environment and helping communities recover from natural disasters; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, national service participants serve in more than 70,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve with, both through their direct service and by recruiting and managing millions of additional volunteers; and,

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and,

WHEREAS, AmeriCorps members and Senior Corps volunteers demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with mayors nationwide to engage citizens, improve lives, and strengthen communities; and is joining with mayors across the country to support the Mayors Day of Recognition for National Service on April 5, 2016.

THEREFORE, BE IT RESOLVED that I, Doug Von Gausig, Mayor of Clarkdale, do hereby proclaim April 5, 2016, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our city, to thank those who serve; and to find ways to give back to their communities.

Issued this 8<sup>th</sup> day of March, 2016.

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

ATTEST:

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



# Staff Report

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Agenda Item:           **“Welcome Home Vietnam Veterans Day” Proclamation -**  
Approval of a proclamation setting March 30, 2015 as Welcome Home Vietnam Veterans Day in Clarkdale.

Meeting Date:        March 8, 2016

Prepared By:         Kathy Bainbridge, Town Clerk, Finance Director

Background: The Vietnam War was fought in the Republic of South Vietnam from 1961 to 1975, and involved North Vietnamese regular forces and Viet Cong guerrilla forces in armed conflict with United States Armed Forces and the Army of Republic of Vietnam. By the end of 1965, there were 80,000 United States troops in Vietnam, and by 1969, a peak of approximately 543,000 troops was reached.

It is time for all of us in the spirit of pride and gratitude to recall the heroic accomplishments of the 58,195 service men and women whose names are listed on the Vietnam Memorial Wall. We also wish to recognize the 623 men and women from the great State of Arizona who gave the ultimate sacrifice, and thank them for their unselfish devotion to duty.

On March 30, 1973, the United States Armed Forces completed the withdrawal of combat units and combat support units from South Vietnam. In 2011, Congress declared March 30th Welcome Home Vietnam Veterans Day, an appropriate day to honor those members of the United States Armed Forces who served.

2016 marks the 51<sup>st</sup> anniversary of the deployment of United States combat troops to Vietnam. This year’s Welcome Home Vietnam Veterans Day will include a motorcycle escort for the Wall starting at 3:15 p.m. on Wednesday, March 30 in Camp Verde. It will proceed along State Route 260 to State Route 89A and end at the Posse Grounds Park at 525 Posse Ground Road in Sedona. On Thursday, March 31 at 1 p.m. the opening ceremony at the Wall will take place and on Saturday April 2 there will be a Ride of Honor at the Wall and a motorcycle procession throughout the Verde Valley. A celebration with food and entertainment begins at 11:30 a.m. that day at the Posse Grounds Park where citizens will join together to express their gratitude, remember veterans’ service and say “welcome home”.

Recommendation:    Approval of the “Welcome Home Vietnam Veterans Day” March 30, 2016 Proclamation.

*Town of Clarkdale, Arizona*



**Proclamation**  
**“Welcome Home Vietnam Veterans Day”**  
**March 30, 2016**

Whereas, the Vietnam War was fought in the Republic of South Vietnam from 1961 to 1975, and involved North Vietnamese regular forces and Viet Cong guerrilla forces in armed conflict with United States Armed Forces and the Army of Republic of Vietnam; and

Whereas, by the end of 1965, there were 80,000 United States troops in Vietnam, and by 1969, a peak of approximately 543,000 troops was reached; and

Whereas, it is time for all of us in the spirit of pride and gratitude to recall the heroic accomplishments of the 58,195 service men and women whose names are listed on the Vietnam Memorial Wall; and

Whereas, we also wish to recognize the 623 men and women from the great State of Arizona who gave the ultimate sacrifice, and thank them for their unselfish devotion to duty; and,

Whereas, on March 30, 1973, the United States Armed Forces completed the withdrawal of combat units and combat support units from South Vietnam; and

Whereas, since 2012, the cities and towns of the Verde Valley have worked cooperatively with numerous organizations to partner on an Annual Welcome Home Vietnam Veterans event; and,

Whereas, the 2016 Welcome Home Vietnam Veterans event will take place from Wednesday, March 30 to Sunday, April 3, 2016

NOW, THEREFORE, I, DOUG VON GAUSIG, MAYOR OF THE TOWN OF CLARKDALE, ARIZONA, ON BEHALF OF THE CLARKDALE TOWN COUNCIL, do hereby proclaim March 30, 2016 as “Welcome Home Vietnam Veterans Day” in Clarkdale, Arizona, and call upon all citizens to honor and recognize the contributions of veterans who served in the United States Armed Forces in Vietnam during war and during peace, and to encourage the people of Sedona to observe “Welcome Home Vietnam Veterans Day” with appropriate ceremonies and activities that (a) provide the appreciation Vietnam War Veterans deserve – but did not receive upon returning home from the war – and (b) demonstrate the resolve that never again shall the Nation disregard and denigrate a generation of veterans.

Issued this 8<sup>th</sup> day of March, 2016.

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Doug Von Gausig, Mayor

ATTEST:

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Kathy Bainbridge, Town Clerk



# Staff Report

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Agenda Item:           **Proclamation Declaring April, 2016 As Water Awareness Month – Approval of a Proclamation declaring April, 2016 Water Awareness month in the Town of Clarkdale.**

Staff Contact:           Kathy Bainbridge, Town Clerk/Finance Director

Meeting Date:           March 8, 2016

Background:           Water education is a cornerstone to any comprehensive water conservation program, and greater awareness of water issues can be gained through community education, action and celebration. Water Awareness Month provides a great opportunity to focus on ways we can all be better water stewards.

Recommendation:      Approval of the Proclamation declaring April, 2016 as Water Awareness Month in the Town of Clarkdale.

# Proclamation

## Town of Clarkdale Proclaims April Water Awareness Month

*Whereas, water is one of Clarkdale's most vital precious resources; and*

*Whereas, Arizona is an arid state, water is scarce and population growth continues to increase our demand for water; and*

*Whereas, Clarkdale has one of the few remaining perennially flowing rivers and the Town of Clarkdale is committed to protecting those perennially flowing streams, creeks and rivers that do remain; and*

*Whereas, all citizens of Clarkdale and visitors should use water efficiently; practicing a low water-use lifestyle is a way individuals and businesses can help ensure a long-term sufficient water supply; and*

*Whereas, creating a culture of conservation will greatly reduce the impact of drought on our natural resources, economy, and quality of life; and*

*Whereas, water education is a cornerstone to any comprehensive water conservation program, and greater awareness of water issues can be gained through community education, action and celebration.*

*Now, Therefore, the Mayor and the Town Council of the Town of Clarkdale do hereby proclaim the month of April as the Town of Clarkdale Water Awareness Month to heighten awareness of this resource.*

*DATED this 8<sup>th</sup> day of March, 2016.*

*Mayor Doug Von Gausig*



# Staff Report

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Agenda Item:           **Resolution Adopting a Fair Housing Policy – Approval of Resolution #1514, a Resolution Adopting a Fair Housing Policy, Making Known its Commitment to the Principle of Fair Housing, and Describing Actions it Shall Undertake to Affirmatively Further Fair Housing.**

Staff Contact:       Kathy Bainbridge, Town Clerk

Meeting Date:       March 8, 2016

Background:       The Town of Clarkdale receives Community Development Block Grant (CDBG) funds through Arizona Department of Housing every four years. The Town is expected to receive approximately \$264,219 in the FY 2016 CDBG funds.

A requirement of CDBG is that the Town passes a Fair Housing resolution every year. This Resolution will amend Resolution #1494 that was passed on March 24, 2015. The Town will post this resolution if approved for 30 days at Town Hall Posting Site and will continue to post a fair housing poster at Town Hall.

Recommendation:   Approval of Resolution #1514, a Resolution Adopting a Fair Housing Policy, Making Known its Commitment to the Principle of Fair Housing, and Describing Actions it Shall Undertake to Affirmatively Further Fair Housing.

**RESOLUTION #1514**

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA ADOPTING A FAIR HOUSING POLICY, MAKING KNOWN ITS COMMITMENT TO THE PRINCIPLE OF FAIR HOUSING, AND DESCRIBING ACTIONS IT SHALL UNDERTAKE TO AFFIRMATIVELY FURTHER FAIR HOUSING, AMENDING THE PREVIOUS FAIR HOUSING RESOLUTION, #1494.**

**WHEREAS**, the Housing and Community Development Act of 1974 as amended requires that all applicants for Community Development Block Grant funds certify that they affirmatively further fair housing; and

**WHEREAS**, the Civil Rights Act of 1968 (commonly known as the Federal Fair Housing Act) and the Fair Housing Amendments Act of 1988 declare a national policy to prohibit discrimination in the sale, rental, leasing and financing of housing or land to be used for the construction of housing or in the provision of brokerage services, on the basis of race, color, religion, sex, disability, familial status or national origin; and

**WHEREAS**, discriminatory housing practices undermine the strength and vitality of America and its people;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the Mayor and Common Council of the Town of Clarkdale, Arizona hereby wish all persons living, working, doing business in or traveling through this town to know that:

Discrimination in the sale, rental, leasing and financing of housing or land to be used for construction of housing, or in the provision of brokerage services on the basis of race, color, religion, sex, handicap, family status or national origin is prohibited by Title VIII or the Fair Housing Act Amendments of 1988; and that it is the policy of the Town of Clarkdale to implement programs, within the constraints of its resources, to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex, handicap, familial status or national origin; and within available resources, the Town of Clarkdale will assist all persons who feel that they have been discriminated against in housing issues on the basis of race, color, religion, sex, handicap, familial status or national origin to seek equity under existing federal and state laws to file a complaint with the Arizona Attorney General's Office or the U.S. Department of Housing and Urban Development; and

That the Town of Clarkdale shall publicize this Resolution and thereby encourage owners of rental properties, developers, builders and others involved with housing to become aware of their respective responsibilities and rights under the Fair Housing Amendments Act of 1988 and any applicable state or local laws or ordinances; and that the Town of Clarkdale shall undertake the following actions to additionally "affirmatively further fair housing."

- Post a copy of this resolution for 30 days at Town Hall
- Continue to post a fair housing poster at Town Hall

PASSED AND ADOPTED BY THE MAYOR AND COMMON COUNCIL of the Town of Clarkdale on this 8th day of March, 2016.

ATTEST:

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Doug Von Gausig, Mayor

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Kathy Bainbridge, Town Clerk



# Staff Report

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- Agenda Item:            **Sedona Recycles, Inc. Agreement for Contracted Services –**  
Approval of an Agreement for Contract Services with Sedona  
Recycles, Inc. for recycling drop off services in the Town of  
Clarkdale for FY 16-17, in an amount not to exceed \$3,600.00.
- Meeting Date:            March 8, 2016
- Prepared By:            Wayne Debrosky, Public Works/Utilities Director
- Background:            FY 16-17 - This agreement provides for Sedona Recyclables to  
operate and maintain a recycling center in the Town of Clarkdale.  
The term of this agreement is from April 1, 2016 to March 31,  
2017. The Town shall reimburse Sedona Recyclables for service  
on a monthly basis in the amount of \$300.00 for an annual total  
amount of \$3,600.00.
- Recommendation:        To approve the Agreement for Contracted Services between the  
Town of Clarkdale and Sedona Recyclables for FY 16-17 in an  
amount not to exceed \$3,600.00 with an effective date of April 1,  
2016.

## AGREEMENT FOR CONTRACTED SERVICES

This AGREEMENT is entered into by and between SEDONA RECYCLES, INC., a non-profit corporation of Sedona, Yavapai County, Arizona, hereinafter referred to as "RECYCLES" and the TOWN OF CLARKDALE, a municipal corporation, hereinafter referred to as "TOWN", this 8<sup>th</sup> day of March, 2016.

WHEREAS, the TOWN is a municipal corporation organized under the laws of the State of Arizona and entitled to provide services and enter into contracts for the purpose of obtaining services or benefits which it otherwise could not provide; and

WHEREAS, RECYCLES, is a non-profit corporation that provides services and programs that benefit the residents who reside within the local community; and

WHEREAS, the TOWN desires to contract for certain services for the benefit of the residents of the TOWN, and RECYCLES, desires to provide to the TOWN certain services for the benefit of the residents of the TOWN; and

NOW THEREFORE, in consideration of the mutual promises and covenants of the parties and to the good and valuable considerations, the parties agree as follows:

1. Containers & Signing. RECYCLES will provide containers in which recyclable materials are to be collected. All bins shall be of a design approved by the TOWN. It is the responsibility of RECYCLES to provide signing indicating the type of material and requirements of recycling that material on each bin. In addition, signing is required stating general information about the operation of the site. Signing must be pre-approved by the Utilities Director.
2. Subcontractors. Subcontracting the work shall not be allowed without approval of the TOWN.
3. Recycling Center. All materials collected shall be taken to RECYCLES facilities for the purpose of collecting, separating and processing various materials, including aluminum cans, steel cans, glass bottles and containers, cardboard, newspaper, and plastics. RECYCLES shall be responsible to pay the cost for operating said facilities.
4. Site & Site Maintenance. The site for collection of recyclable material will be supplied by the TOWN. All necessary site improvements are to be made by the TOWN. It is the responsibility of the TOWN to provide monitoring and clean-up of the site, including recyclable or non-recyclable materials left outside of the bins.
5. Fees. The TOWN shall reimburse RECYCLES for service. This amount shall be paid in twelve (12) monthly installments of \$300.00 per month for a total annual payment of \$3,600.00.

6. Hauling Frequency. Hauling frequency will be as needed (when the bins are full). Bins must be returned within four hours of removal.
7. Reports. For each monthly billing period, a report must be submitted by RECYCLES stating the quality of each material taken to the recycle center. This will be in a format approved by the TOWN. Documentation also may be requested by the TOWN to verify actual cost.
8. Cancellation. Either party may cancel this Agreement, without penalty, upon thirty (30) days written notice to the other party.
9. Term. The term of this agreement is from April 1, 2016, to March 31, 2017. At the TOWN's option and with the approval of RECYCLES, this contract may be extended for one additional year. An increase in the unit cost shall be negotiated and approved by the Town Council at the start of the extended contract period.
10. ADA & Anti-discrimination. RECYCLES acknowledges its responsibility to conform to the American with Disabilities Act of 1990 (ADA) and the Rehabilitations ACT of 1973 as amended. This includes prohibiting discrimination against the handicapped in employment, programs, services and activities and making reasonable accommodations to allow their full and equal access to all such employment, programs, services and activities.
11. Permits, Fees, and Licenses. RECYCLES will secure and pay for all applicable Federal, State, County and local permits and licenses, including a TOWN business license and comply with all Federal, State, County and local laws, codes, ordinances, regulations, and safety standards.
12. Entire Agreement. This instrument contains the entire agreement between the parties, and no statements, promises, or inducements made by either party or agent of either party that are not contained in this written contract shall be valid or binding. This instrument may be amended only in writing agreed to by the parties.
13. Binding. This Agreement shall insure to the benefit of and be binding on the parties, their heirs, executors, administrators, assignees and successors.
14. Independent Contractor. The parties agree that RECYCLES provides specialized services and enters into this contract with the TOWN as an independent contractor. Nothing in this contract shall be construed to constitute RECYCLES, nor any of its personnel, volunteers, or directors, as being agents, employees or representatives of the TOWN. As an independent contractor, RECYCLES is solely responsible for all labor and expenses in connection with this Agreement and for any and all damages which may arise

during the operation of this Agreement.

15. Insurance & Liability. RECYCLES shall carry appropriate insurance in insurance limits sufficient to protect the TOWN in the event a claim is made against the TOWN. RECYCLES assumes and agrees to hold harmless, indemnify and defend the TOWN, its officers, agents and representatives from and against all losses, claims, demands payments, suits, actions for recovery, judgments and all liability of every kind, nature and description for injury to persons including wrongful death or damage to property or both, occurring during, or in consequence, of the performance by the bidder of this contract where such injury or damage is due to any defect in goods delivered hereunder, or to the action or negligence of RECYCLES, its employees, subcontractor, or agents. The TOWN assumes no liability, obligation, or responsibility of any nature, whatsoever, in connection with this contract except the payment of price of consideration as stated or referred to herein.
16. Dispute Resolution. If a dispute arises out of or relates to this Agreement, or breach thereof, and if the dispute cannot be settled through negotiations, the parties agree first to settle the dispute through mediation before resorting to arbitration, litigation, or some other dispute resolution procedure. In the event that the parties cannot agree upon the selection of a mediator within ten (10) days, either party may request the Presiding Judge of the Superior Court of Yavapai County to assign a mediator from a list of real estate experienced mediators maintained by the Arizona Municipal Risk Retention Pool.
17. Legal Arizona Workers Act Compliance. RECYCLES hereby warrants that it will, at all times during the term of this Contract, comply with all federal immigration laws applicable to RECYCLES employment of its employees, and with the E-Verify requirements of A.R.S. § 23-214 (A) (together the “State and Federal Immigration Laws”). CONTRACTOR shall further ensure that each subcontractor who performs any work for CONTRACTOR under this contract likewise complies with the State and Federal Immigration Laws.

RECYCLES agrees and warrants that TOWN shall have the right at any time to inspect the books and records of RECYCLES and any subcontractor in order to verify such party's compliance with the State and Federal Immigration Laws. RECYCLES agrees that any act by the RECYCLES or subcontractor that result in the impediment or denial of access of the books and records of RECYCLES or subcontractor shall be a material breach of the Contract on the part of the RECYCLES.

Nothing herein shall make RECYCLES or subcontractor an agent or employee of the TOWN. Nothing herein shall act to establish privity of contract between the TOWN and any subcontractor.

Any breach of RECYCLES or any subcontractor's warranty of compliance with the State and Federal Immigration Laws, or of any other provision of this section, shall be deemed

to be a material breach of this Contract subjecting RECYCLES to penalties up to and including suspension or termination of this Contract. If the breach is by a subcontractor, and the subcontract is suspended or terminated as a result, RECYCLES shall be required to take such steps as may be necessary to either self-perform the services that would have been provided under the subcontract or retain a replacement subcontractor (subject to TOWN approval) as soon as possible so as not to delay project completion and at no additional expense to the TOWN. Any additional costs attributable directly or indirectly to remedial action under this Article shall be the responsibility of RECYCLES.

RECYCLES shall advise each subcontractor of TOWN's rights and the subcontractor's obligations under this Article by including a provision in its contract with each subcontractor in the following form:

SUBCONTRACTOR hereby warrants that it will at all times during the term of this contract comply with all federal immigration laws applicable to SUBCONTRACTOR's employees, and with the E-Verify requirements of A.R.S. §23-214(A). SUBCONTRACTOR further agrees that the Town of Clarkdale may inspect the SUBCONTRACTOR'S books and records to insure that SUBCONTRACTOR is in compliance with these requirements. Any breach of this paragraph by SUBCONTRACTOR will be deemed to be a material breach of this contract subjecting SUBCONTRACTOR to penalties up to and including suspension or termination of this contract.

18. The parties agree that this agreement may be cancelled pursuant to the provisions of A.R.S. Section 38-511.

IN WITNESS WHEREOF, the parties have executed this Agreement the \_\_\_\_\_ day of March, 2016.

**TOWN OF CLARKDALE**

**SEDONA RECYCLES, INC.**

\_\_\_\_\_  
Doug Von Gausig, Mayor  
PO Box 308  
Clarkdale, AZ 86324  
(928) 639-2400

\_\_\_\_\_  
Jill McCutcheon, Administrative Manager  
2280 Shelby Drive  
Sedona, AZ 86336  
(928) 204-1185

ATTEST:

Approved as to Form:

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

\_\_\_\_\_  
Robert Pecharich, Town Attorney  
Boyle, Pecharich, Cline, Whittington  
& Stallings, P.L.L.C.



# Staff Report

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Agenda Item: **Verde Valley Humane Society Impound Animal Agreement – Approval of a 2016-2017 Verde Valley Humane Society Impound Animal Agreement.**

Staff Contact: Kathy Bainbridge, Town Clerk/Finance Director

Meeting Date: March 8, 2016

Background: Since 1993 the Town of Clarkdale has been contracting with the Verde Valley Humane Society (VVHS) for animal impound services. The cost of these services in 2010 - 2011 was \$7,713.96, \$7,800.00 for 2011- 2012 and \$8,025.00 for 2012 - 2013. The cost of services stayed the same for 2013-2014, 2014-2015, 2015-2016 and 2016-2017.

Recommendations: To approve the 2016-2017 Verde Valley Humane Society Impound Animal Agreement.

AGREEMENT BETWEEN  
THE TOWN OF CLARKDALE  
AND THE  
VERDE VALLEY HUMANE SOCIETY

This Contract is made and entered into this 1<sup>st</sup> day of July 2016, by and between The Town of Clarkdale, a municipal corporation, (hereinafter called “the TOWN”) and Verde Valley Humane Society, Inc., an Arizona nonprofit corporation, d/b/a Adopt for Life Center for Animals (hereinafter called “the HUMANE SOCIETY”).

WHEREAS, the TOWN desires to provide an animal shelter facility for the benefit of its citizens; and

WHEREAS, the HUMANE SOCIETY desires to operate such a facility for the benefit of the TOWN; and

WHEREAS, the TOWN and the HUMANE SOCIETY are empowered to make such an Agreement;

NOW, THEREFORE, the parties do hereby mutually covenant and agree as follows:

1. PURPOSE. This agreement is made for the purpose of providing services of an animal shelter for the residents of the TOWN.
2. HUMANE SOCIETY SERVICES.

A. The HUMANE SOCIETY agrees to receive all stray or at-large animals delivered by the Animal Control Officers of the TOWN and stray or at-large animals delivered by private citizens of the TOWN, and to provide all necessary care for these animals for a minimum of seventy-two (72) hours, or one hundred twenty (120) hours for an animal that is wearing a license as required by A.R.S. 11-1013, unless the animal is claimed sooner by its owner. Any diseased, injured or feral animals may be destroyed at any point after impoundment in order to relieve the animal from suffering, to prevent the spread of disease, or to protect the safety of the other animals already housed at the Shelter.

There shall be no charge for stray canines or felines brought to the shelter by citizens of the TOWN. However, an owned animal surrendered by its owner or the owner’s agent shall require a surrender fee. If the animal surrendered is to be held for possible adoption, a surrender fee is assessed per animal. These fees shall be payable by the owner at the time of surrender.

If the owner surrenders an animal directly at the Shelter to be euthanized or cremated, the owner shall be responsible for all applicable charges for these services at the time of surrender. If Animal Control transports an owner-surrendered animal to the Shelter as a courtesy to the owner, the fees shall still be payable as if the owner had personally surrendered the animal at the Shelter. All owner surrenders transported by Animal Control must be approved by the VVHS Shelter Director prior to the transport of the animal to the Shelter. Acceptance of owner surrendered animals will be at the discretion of the HUMANE SOCIETY, and based on space availability.

The TOWN, by transporting the owned-animal to the Shelter, accepts the responsibility for paying all applicable fees in the event the owner does not do so within thirty (30) days of the surrender date. The HUMANE SOCIETY shall not absorb the surrender, euthanization or cremation costs of owner-surrendered animals brought in by Animal Control.

The HUMANE SOCIETY, as agent for the TOWN, may place an unclaimed animal which has been impounded for 72 hours or more, or one hundred twenty (120) hours for an animal that is wearing a license, or longer, up for adoption or effect the disposition of the animal in a humane fashion. The HUMANE SOCIETY may dispose of sick, diseased, injured or feral animals at any point following impoundment. There is no mandatory minimum holding period in such cases as long as the disposition is done to relieve the animal of suffering, to prevent the spread of disease, or to secure the safety and welfare of the VVHS staff, public, or the remaining animals at the Shelter. The HUMANE SOCIETY shall be responsible for all costs of euthanizing these animals. All euthanization shall be done by a licensed veterinarian or a person certified by a veterinarian, and in compliance with the provisions of A.R.S. Title 11, §1021. The HUMANE SOCIETY shall be responsible for the disposition of the remains of any animal so destroyed.

B. All impound fees received by the HUMANE SOCIETY for animals whose owners reside within TOWN limits shall be payable to and retained by the HUMANE SOCIETY. All adoption fees shall be payable to and retained by the HUMANE SOCIETY. The HUMANE SOCIETY shall establish and implement a spay/neuter program, in accordance with the provisions of A.R.S. Title 11, §1022, to provide assistance in animal population control in the Clarkdale area.

3. FEES. The TOWN shall pay to the HUMANE SOCIETY the sum of \$8,025.00 in twelve (12) monthly payments of 668.75. Those canines and felines required by the TOWN to be confined, and/or quarantined in the Shelter in order to be observed for signs of disease, or as a consequence of having bitten, or for some other appropriate reason, the TOWN shall pay to the HUMANE SOCIETY the sum of *Ten Dollars* (\$10.00) per day of confinement, in the event these charges are not paid by the animal's owner. The HUMANE SOCIETY shall not absorb the costs for mandatory confinement or quarantine.

4. PERSONNEL. The HUMANE SOCIETY shall be responsible for staffing the animal control facility, with paid personnel or volunteers. All compensated personnel shall be considered employees of the Verde Valley Humane Society which shall be responsible for the payment of wages, salaries and fringe benefits. Under the supervision of the HUMANE SOCIETY personnel, community service workers from the several area courts may be utilized in place of paid workers. The HUMANE SOCIETY shall insure that the animal control facility is sufficiently staffed to provide adequate care for impounded animals.

5. RESPONSIBILITY OF ANIMAL CONTROL. The Animal Control Officer, or an equivalent person working on behalf of the TOWN, shall retain control of, and responsibility for, the impounded animal until said animal is properly confined in the kennel and the appropriate paper work is completed by the Officer. It shall be only at this point that the control of, and responsibility for, the animal becomes that of the HUMANE SOCIETY. VVHS Shelter staff may, at its discretion, assist an Animal Control Officer, but shall be under no obligation to do so.

6. BUSINESS RECORDS. The HUMANE SOCIETY agrees to maintain records of all the TOWN animals received, adopted, claimed by their owners (RTO), or destroyed. The HUMANE SOCIETY agrees to provide the Town completed documentation within five (5) workings days of all impounded animals claimed (RTO) to the owner.

7. TERM. The term of this Agreement shall be for a period of twelve (12) months, commencing on 1 July 2016, and ending June 30, 2017. At the expiration of this Contract, if the TOWN continues to use the HUMANE SOCIETY services, it shall do so under the terms of this Contract until a new Contract between the parties is signed. Any increase or decrease in fees under the terms of the new Contract shall be retroactive to the beginning date of the new Agreement and shall be due and payable to the party owed within thirty (30) days of signing the new Contract.

8. ENTIRE AGREEMENT; MODIFICATION. This Contract represents the entire agreement between the parties hereto, and supersedes any prior agreement or understanding of the parties, whether oral or written. The parties may, from time to time, agree to modify the terms hereof as may be reasonable and necessary to maintain an efficient, humane shelter operation and provide adequate services to the residents of the TOWN. No modification of this Agreement shall be binding unless stated in writing and signed by both parties hereto.

9. INDEMNIFICATION. Each party hereto shall indemnify, defend, and hold harmless the other party from all claims, losses, damages, or injury of any kind or character, including the other party's attorney's fees and costs of defense arising from the negligent performance of services by that party and/or its employees or agents.

10. RESERVATION OF RIGHTS. Notwithstanding any other provision of this Agreement to the contrary, any agreement by one party to indemnify, defend, and hold harmless the other party shall be limited to, and be payable only from, the indemnifying party's contractually assumed liability insurance coverage available as a part of its general liability insurance program.

11. DISPUTE MEDIATION. If a dispute arises out of or relates to this Agreement, or breach thereof, and if the dispute cannot be settled through negotiation, the parties agree first to settle the dispute through mediation before resorting to arbitration, litigation, or some other dispute resolution procedure. In the event that the parties cannot agree upon the selection of a mediator within ten (10) days, either party may request the Presiding Judge of the Superior Court of Yavapai County to assign a mediator from a list of experienced mediators maintained by the Arizona Municipal Risk Retention Pool.

12. CANCELLATIONS FOR CONFLICT OF INTEREST. The parties agree that this Agreement may be cancelled for conflict of interest, in accordance with A.R.S. §38-511.

13. All books, accounts, reports, files and other records relating to the Agreement shall be subject to inspection and audit by the Town for five years after completion of the Agreement as provided in A.R.S. 35-214.

14. Non-Availability of Funds: Every payment obligation of the Town under this Agreement is conditioned upon the availability of funds appropriated or allocated for the payment of such obligations. If funds are not allocated and available for the continuance of this Agreement, this

Agreement may be terminated by the Town at the end of the period for which the funds are available. No liability shall accrue to the Town in the event this provision is exercised, and the Town shall not be obligated or liable for any future payments as a result of termination under this paragraph.

15. Legal Arizona Workers Act Compliance. In compliance with A.R.S. 41-4401, the HUMANE SOCIETY hereby warrants that it will, at all times during the term of this Contract, comply with all federal immigration laws applicable to The HUMANE SOCIETY employment of its employees, and with the E-Verify requirements of A.R.S. § 23-214 (A) (together the “State and Federal Immigration Laws”). HUMANE SOCIETY shall further ensure that each SUBCONTRACTOR who performs any work for the HUMANE SOCIETY under this Contract likewise complies with the State and Federal Immigration Laws.

The HUMANE SOCIETY agrees and warrants that the TOWN shall have the right at any time to inspect the books and records of the HUMANE SOCIETY and any SUBCONTRACTOR in order to verify such party’s compliance with the State and Federal Immigration Laws. The HUMANE SOCIETY agrees that any act by the HUMANE SOCIETY or SUBCONTRACTOR that results in the impediment or denial of access of the books and records of THE HUMANE SOCIETY or SUBCONTRACTOR shall be a material breach of the Contract on the part of the HUMANE SOCIETY.

Nothing herein shall make the HUMANE SOCIETY or SUBCONTRACTOR an agent or employee of the TOWN. Nothing herein shall act to establish privity of Contract between the TOWN and any SUBCONTRACTOR.

Any breach of the HUMANE SOCIETY or any SUBCONTRACTOR’S warranty of compliance with the State and Federal Immigration Laws, or of any other provision of this section, shall be deemed to be a material breach of this Contract subjecting the HUMANE SOCIETY to penalties up to and including suspension or termination of this Contract. If the breach is by a SUBCONTRACTOR, and the SUBCONTRACTOR is suspended or terminated as a result, the HUMANE SOCIETY shall be required to take such steps as may be necessary to either self-perform the services that would have been provided under the SUBCONTRACTOR or retain a replacement SUBCONTRACTOR (subject to the TOWN approval) as soon as possible so as not to delay project completion and at no additional expense to the TOWN. Any additional costs attributable directly or indirectly to remedial action under this Article shall be the responsibility of the HUMANE SOCIETY.

The HUMANE SOCIETY shall advise each SUBCONTRACTOR of the TOWN’S rights and the SUBCONTRACTOR’S obligations under this Article by including a provision in its Agreement with each SUBCONTRACTOR in the following form:

SUBCONTRACTOR hereby warrants that it will at all times during the term of this Contract comply with all federal immigration laws applicable to SUBCONTRACTOR’S employees, and with the E-Verify requirements of A.R.S. §23-214(A). SUBCONTRACTOR further agrees that the Town of Clarkdale may inspect the SUBCONTRACTOR’S books and records to insure that SUBCONTRACTOR is in compliance with these requirements. Any breach of this paragraph by SUBCONTRACTOR will be deemed to be a material breach of this Contract subjecting

SUBCONTRACTOR to penalties up to and including suspension or termination of their Contract.

16. All notices or demands upon any party to this Agreement shall be in writing and shall be delivered in person or sent by mail, addressed as follows:

Town Clerk  
Town of Clarkdale  
39 N. Ninth Street  
P.O. Box 308  
Clarkdale, AZ 86324

Michelle Masters, President  
Verde Valley Humane Society  
1520 W. Mingus Avenue  
Cottonwood, AZ 86326

17. Pursuant to A.R.S. Section s 35-391.06 and 35-393.06, each Party certifies that it does not have a scrutinized business operation in Sudan or Iran. For the purpose of this Section, the term "scrutinized business operations" shall have the meanings set forth in A.R.S. Section 35-391 or 35-393, as applicable. If any Party determines that another Party submitted a false certification, that Party may impose remedies as provided by law including terminating this Agreement.

18. The parties agree to comply with Executive Order 99-4 concerning equal opportunity.

IN WITNESS WHEREOF, the parties have executed this Agreement the \_\_\_\_\_ day of March, 2016.

**TOWN OF CLARKDALE**

**VERDE VALLEY HUMANE SOCIETY**

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

\_\_\_\_\_  
Michelle Masters, President

ATTEST:

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

\_\_\_\_\_  
VV Humane Society, Secretary

APPROVED AS TO FORM:

Boyle, Pecharich, Cline, Whittington & Stallings, Town Attorney

\_\_\_\_\_  
By Robert S. Pecharich



# Staff Report

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Agenda Item:            **A Resolution of the Mayor and Council of the Town of Clarkdale, Yavapai County, Arizona in support of the I-17 Black Canyon City to Cordes Junction improvement plan – Approval of Resolution 1515 supporting the I-17 Black Canyon City to Cordes Junction improvement plan.**

Staff Contact:            Kathy Bainbridge, Town Clerk

Meeting Date:            March 8, 2016

Background: At the most recent Mayors/Managers/Supervisors/Nation meeting Cottonwood Mayor Diane Joens requested that all the communities in the Verde Valley continue to put to the forefront the issues our residents and visitors face on I-17 South. This is an opportunity to join our neighbors in the Central Yavapai Metropolitan Planning Organization (Western Yavapai County) in requesting continued movement towards a plan and action on a dangerous stretch of I-17 that is often congested causing issues for locals as well as tourists. The other communities are all considering this and will send it out to the ADOT Transportation Board as well as other transportation related entities to ensure continued diligence on this issue.

Recommendation:        Approval of Resolution #1515, a Resolution of the Mayor and Council of the Town of Clarkdale, Yavapai County, Arizona in support of the I-17 Black Canyon City to Cordes Junction improvement plan

**TOWN OF CLARKDALE**

**RESOLUTION 1515**

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE  
TOWN OF CLARKDALE, YAVAPAI COUNTY, ARIZONA  
IN SUPPORT OF THE I-17 BLACK CANYON CITY to  
CORDES JUNCTION IMPROVEMENT PLAN**

**WHEREAS**, the Town of Clarkdale along with the communities of the Verde Valley, have met to discuss the importance of the Interstate 17 (I-17) corridor to Arizona; and,

**WHEREAS**, the I-17 corridor has been identified by the Arizona Department of transportation (ADOT) as a "Key Commerce Corridor"; and,

**WHEREAS**, the I-17 corridor plays a significant role in the movement of people, goods, and services across the State of Arizona; and,

**WHEREAS**, the concern over the increasing amount of crashes on I-17, specifically between Black Canyon City and Cordes Junction, causing complete shut downs of the I-17 corridor affect not only the Verde Valley region, but all of Arizona; and,

**WHEREAS**, uncertain transportation funding will affect the economic vitality, mobility, safety, and general welfare of the Verde Valley region, as well as all of Arizona; and,

**WHEREAS**, Governor Ducey, the Legislature, elected officials and staff, transportation professionals, the business community, and private citizens acknowledge the need to seek out alternate transportation funding mechanisms; and,

**WHEREAS**, Clarkdale has determined that the acceleration of the identified I-17 project is in the public's best interest; and,

**WHEREAS**, the recently developed I-17 – Black Canyon City to State Route 69 (SR 69) Study recommendations exceed the capacity of current transportation revenue fund sources; and,

**NOW, THEREFORE, BE IT RESOLVED** the Mayor and Common Council of the Town of Clarkdale formally declare and support the Arizona Department of Transportation to immediately pursue a Public-Private Partnership for the purpose of delivering the identified construction improvements for the I-17 corridor from Black Canyon City to SR 69; and to continue pursuing Public-Private Partnership funding opportunities to deliver improvements for the entire I-17 corridor.

**Passed and approved by a majority vote of the Common Council at the Regular Session meeting of March 8, 2016.**

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Doug Von Gausig, Mayor

Attest:

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Kathy Bainbridge, Town Clerk



# Staff Report

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**Agenda Item:**           **SPIRIT OF CLARKDALE AWARD PROGRAM** – Discussion and consideration of the proposed changes to the Spirit of Clarkdale Program.

**Staff Contact:**           Community Services Administrative Assistant II, Joni Westcott

**Meeting Date:**           March 8<sup>th</sup>, 2016

**Background:**           For the past few years the feedback received from community members regarding the Spirit of Clarkdale Program has implicated that the program lacks value. This is, for the most part, due to the fact that everyone who gets nominated gets an award. Other feedback indicated that the application process is complicated and difficult to understand and that not all nominees may fit into the category descriptions offered. Staff brought together the Spirit of Clarkdale Award committee from 2015 to begin a discussion of how the program could have more value and be user friendly for those who wish to nominate someone. The following was discussed and defined by Committee Members: Councilman Scott Buckley, Board of Adjustment member John Kinnamon, Community Services Commissioner Ben Kramer and staff members Beth Escobar and Joni Westcott.

**Overall Goals:** Add value to the Spirit of Clarkdale (SOC) award program by awarding one winner each year, and once in a lifetime (awardees can win only one time). In addition, there will be increased recognition and a monetary prize for awardees. Create a greater awareness of the program itself and simplify the process.

**Nomination process:** The SOC application will be simplified and will be available in hard copy at all Town front office areas and the Library, as well as online (fillable and printable). Nominators will be personally contacted by a SOC committee member. This personal contact, in person or by phone, will give the committee member an opportunity to thank the nominator for their participation, gather additional information about the nominee and collect helpful data, such as how they learned about SOC, which will assist with future marketing strategies. Each nominee will receive a certificate of nomination.

A standard form will be created by and available to committee members to use during the personal contact. As applications come in, staff will distribute each application for nomination to a committee member via email; the distribution will go in orderly fashion so that it is a shared responsibility among all committee members.

**Criteria & Evaluation:** Those nominated will be considered by the SOC committee using the Town of Clarkdale Guiding Principles set forth by the Town Council. A modified version will be attached to the nomination application for nominators to use as a guide. Nominees must be contributing members of the Clarkdale community (live, work, volunteer) and may not be self-nominated.

A simple ranking sheet will be created that includes the list of guiding principles to help guide committee members to determine the nominees overall contribution to Clarkdale. Did the nominee make Clarkdale a better place to live, work, play?

Additional recommendations by the SOC committee include:

**Incentives/Prizes:**

- The winner could be the Marshal of the 4<sup>th</sup> of July Parade and be publicly recognized by the Mayor prior to the 4<sup>th</sup> of July parade winning announcements.
- The winner will receive a prize package donated by a local business. One local business could be the promotional “Sponsor” for each year. The sponsor will receive promotional benefit as the SOC program is marketed throughout the year.
- A SOC plaque could be on display in the Town Complex with plates to be added each year reflecting the winner for that year, provided the Council would like to purchase and then budget annually for this expenditure.
- The winner and the person who nominated the winner could receive a free pancake breakfast at the 4<sup>th</sup> of July celebration if a donation were received to cover this expenditure.

**Promotion:** Promotion of the program will be ongoing/year round.

- Small Talk will have an ongoing tag with information so that it is fresh in the minds of community members, they can nominate any time of the year.
- PSA’s will be sent periodically to appropriate broadcast and print related organizations.
- Flyers will be distributed about the Town Complex and to local businesses and schools, including Yavapai College.

**Recommendation:** The Spirit of Clarkdale Award committee recommends that the Town Council approve the changes proposed for the Spirit of Clarkdale Program.



# STAFF REPORT

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**Agenda Item:**

**MAIN STREET & BROADWAY UTILITY CONFLICT RESOLUTION PROJECT PROPOSAL FROM FANN ENVIRONMENTAL** – Discussion and consideration of a proposal submitted by FANN Environmental for the relocation of utility conflicts for the Broadway and Main Street Intersection Project under a Job Order Contract (JOC) in an amount not to exceed \$62,420, and direct the Public Works/Utilities Director to issue a Notice to Proceed to Fann Environmental for this project.

**Staff Contact:**

Wayne Debrosky, Public Works/Utilities Director

**Meeting Date:**

March 8, 2016

**Background:**

The Town of Clarkdale is currently working with Lyons Engineering for the design of the Broadway and Main Street Intersection Project. This project is being administered by Arizona Department of Transportation (ADOT) and federally funded under a Surface Transportation Program (STP) Grant.

The Town of Clarkdale is responsible to coordinate the work, and pay for the resolution any utility conflicts that are associated with this project. During the design of the project three utility conflicts have been identified.

1. The relocation of the pressure reducing (PRV) and vault located on Main Street
2. The relocation of a four-way street valve cluster and associated piping at the intersection of Main Street and Broadway

The Town of Clarkdale will be working under, or “piggybacking” on an existing Job Order Contract (JOC) that Fann Environmental has with the City of Page for the first two projects. The proposal from Fann Environmental was \$56,745.00 and the Town staff added a contingency amount of \$5,675.00 (10%) bringing the not to exceed total to \$62,420.00. This project would be paid for using Designated Street Funds.

3. The removal of an old water main from the west hillside along Broadway, between the Main Street/Broadway intersection and Hollow Reed Lane.

Project #3 will be removed in-house by Utility personnel and is not part of the scope of this proposal.

**Recommendation:**

Approval of the proposal submitted by FANN Environmental for the relocation of utility conflicts for the Broadway and Main Street Intersection Project under a Job Order Contract (JOC) in an amount not to exceed \$62,420, and direct the Public Works/Utilities Director to issue a Notice to Proceed to Fann Environmental for this project.

# MAIN & BROADWAY PRV VAULT AND PIPE RELOCATION



## Fann Environmental

6708 Corsair Ave, Ste A  
 Prescott, AZ 86301  
 Contact: Mike Young/Jay Willes  
 Phone: 928 778-5335  
 Fax: 928 778-5870

<u>Quote To:</u>	City of Clarkdale	<u>Job Name:</u>	Main/Broadway Vault/Pipe Relocation
<u>Atten:</u>	Art Durazo	<u>Date of Plans:</u>	10/1/2007
<u>Atten:</u>	Wayne Debrosky	<u>Revision Date:</u>	
<u>Phone:</u>	928 639-2560		
<u>Fax:</u>			

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1	Mobilization/Demobilization	1.00	LS	2,000.00	2,000.00
2	Demo Existing Meter Vault/Install New Vault	1.00	LS	25,573.00	25,573.00
3	Relocate PRV Assembly & Related Pipe	1.00	LS	9,692.00	9,692.00
4	Relocate Waterlines Tie-In/New Valve Cluster	1.00	LS	17,980.00	17,980.00
5	Testing	1.00	LS	1,500.00	1,500.00
<b>GRAND TOTAL</b>					<b>\$56,745.00</b>

**NOTES:**

**INCLUDES:**

Sales Tax, Bond  
 Traffic Control  
 New Valve Cluster and Relocation  
 Abandonment of Existing PRV Vault  
 New PRV Vault (Pedestrian Rated Hatch) and Relocation  
 Relocation of PRV, Vault Pipe & Assembly

**EXCLUDES:**

Survey, Testing, Permits, Fees  
 SWPPP  
 Rock Excavation  
 Handling of any Hazardous Material  
 Asphalt and/or Concrete Removal or Replacement  
 Slurry Backfill

**NOTE:**

Bid Assumes Existing Waterlines to be 6' Deep or Less  
 Conflicts not shown on plans may result in additional cost



# Staff Report

Agenda Item:                   **REDUCTION OF THE SCOPE OF CONSTRUCTION FOR THE TOWN OF CLARKDALE MEMORIAL CLUBHOUSE ADA IMPROVEMENTS PROJECT** – Discussion and consideration to reduce the scope of construction for the above referenced project in order to bring the proposed cost of construction in line with available CDBG funding; authorize Architecture Works Green, Inc. to revise the original bid documents; and authorize staff to advertise and rebid the project.

Meeting Date:                March 8, 2016

Prepared By:                 Wayne Debrosky, Public Works/Utilities Director

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

At the August 25, 2015 Town Council Meeting the Town of Clarkdale contracted with Architecture Works Green, Inc., an architectural/engineering design firm, to provide professional services for the design of the Town of Clarkdale Memorial Clubhouse ADA Improvements Project. The contract amount of professional design services was \$35,500.00 plus the contingency of \$2,500.00. This leaves \$226,193.00 for construction.

Original Project Scope:

- 1) ADA modifications to the existing men's and women's restrooms (Men's Lounge, Auditorium, and Ladies Lounge) including sinks, toilets, urinals, partitions, grab bars, dispensers, mirrors, flooring and wall tile, and relocating or replacing existing doors and door frames;
- 2) Construction of two new restrooms, each including two (2) toilets, two (2) sinks, partitions, dispensers, flooring, plumbing and electrical work;
- 3) Installation of a double entry door with push button operator; and;
- 4) Installation of one (1) ADA compliant entry ramp.

Town staff advertised the Request for Bids on January 13, 2016, and the sealed bids were opened on February 16, 2016. Two construction firms submitted bids and those bids were:

<u>Firm</u>	<u>Base Bid Amount</u>
- Kinney Construction Services	\$493,600.00
- Wooddruff Construction	\$494,370.00

After a review of the bid amounts and discussions with Architecture Works Green, Inc. and the ADOH about the amount of CDBG funding available and the amount of the bids, we were required by the ADOH to reduce the scope of the project and to rebid the project

On February 24, 2016 staff met with Architecture Works Green to discuss the bids that were received under the original project scope, and how to reduce the project scope to a level that could be funded by the available FY14 CDBG funds. The recommended revised project scope with bid alternates is presented below.

Revised Project Scope:

- 1) ADA modifications to the existing men's and women's restrooms in the Auditorium including sinks, toilets, urinals, partitions, grab bars, dispensers, mirrors, flooring and wall tile, heaters, and relocating or replacing existing doors and door frames;
- Alternate #1, installation of a new ADA compliant entry ramp in front of the Auditorium;  
 Alternate #2, replacement of all three sets of double doors in the front of the Auditorium with the installation of a push button automatic opener on the left hand set of doors.

Recommendation: Approval of the revised project scope for the Town of Clarkdale Memorial Clubhouse ADA Improvements Project; authorize Architecture Works Green, Inc. to revise the original bid documents based on the revised project scope; and authorize staff to advertise and rebid the project using the revised project scope.