



**NOTICE OF A SPECIAL MEETING OF THE COMMON COUNCIL
OF THE TOWN OF CLARKDALE
Tuesday, March 22, 2016 at 3:00 P.M.
Administration Building, Community Room**

PURSUANT TO A.R.S. §38-431.02, NOTICE IS HEREBY GIVEN to the members of the Common Council of the Town of Clarkdale and to the general public that the Town of Clarkdale Common Council will hold a Special Meeting open to the public on **Tuesday, March 22, 2016, at 3:00 p.m.** in the **Clarkdale Administration Building, Community Room, 39 N. Ninth Street, Clarkdale, Arizona.** Members of the Clarkdale Common Council will attend either in person or by telephone, video or internet conferencing. Pursuant to A.R.S. §38-431.03, the Council may vote to recess the meeting and move into Executive Session on any item, which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda.

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

The undersigned hereby certifies that a copy of this notice was duly posted on the Community Development Building bulletin board, located at 890 Main Street, Clarkdale, Arizona on March 17, 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. **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 – February, 2016
 - Capital Improvements Report – February, 2016
 - Magistrate Court Report – February, 2016

Water and Wastewater Report – January, 2016
Police Department Report – January and February, 2016
NAIPTA Transit Report – February, 2016

- B. “RiverFest Month” Proclamation** – Approval of a proclamation that declares April, 2016 as “RiverFest Month”.
- C. “Arizona Gives Day” Proclamation** - Approval of a proclamation designating April 5, 2016 as Arizona Gives Day, a day for Arizonans to come together to make donations to as many nonprofits as possible in 24 hours.
- D. Proclamation Declaring April 10 to April 16, 2016 As Volunteer Appreciation Week** – Approval of a Proclamation declaring April 10 to April 16, 2016 as Volunteer Appreciation Week in the Town of Clarkdale.
- E. Mutual Aid Agreement between the Yavapai-Apache Nation and the Town of Clarkdale** – Approval of a Revised Mutual Aid Agreement with the Yavapai-Apache Nation for mutual use of law enforcement personnel and resources.
- F. Call of Election** – Approval of a Call of Election for an August 30, 2016, Primary Election for Mayor, two Councilmembers, a Proposition for the Permanent Base Adjustment and a General Election to be held on November 8, 2016.
- G. SciTech STEAM Week Proclamation** – Approval of a proclamation designating April 2-9, 2016 as SciTech STEAM Week.

NEW BUSINESS

- 4. SBA TOWERS IX, LLC OPTION AND LAND LEASE WORK SESSION:** Discussion and consideration of authorization to begin negotiations regarding an Option and Land Lease with SBA Towers IX, LLC for a wireless facility.
- 5. CONSTRUCTION MANAGER AT RISK (CMAR) CONTRACTING PRESENTATION WORKSESSION** – A worksession to discuss the Construction Manager At Risk (CMAR) process.
- 6. A RESOLUTION PROPOSING A PERMANENT ADJUSTMENT TO THE 1979-80 BASE EXPENDITURE LIMITATION OF THE TOWN OF CLARKDALE** – Discussion and consideration of Resolution #1515, a resolution authorizing a permanent base adjustment be submitted to the voters of the Town of Clarkdale.
- 7. FISCAL YEAR 2016-2017 PRELIMINARY BUDGET WORKSESSION**– A work session with the Council regarding the Preliminary Budget for FY 2016-2017
- 8. FUTURE AGENDA ITEMS** - Listing of items to be placed on a future council agenda
- 9. ADJOURNMENT**

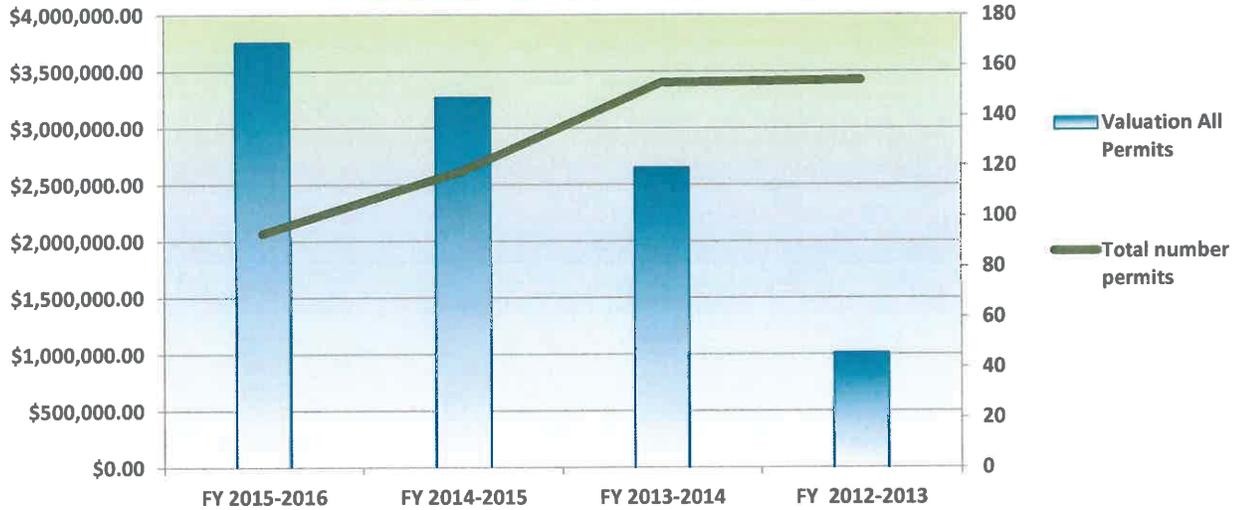
Persons with a disability may request reasonable accommodations by contacting the Town Hall at 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.

TOWN OF CLARKDALE
 Community Development Monthly Report
 CDD - February 2016.xlsx
Valuations

As of 3/14/2016

Year	Valuation All Permits	Total Number Permits
FY 2015-2016	\$3,760,535.00	93
FY 2014-2015	\$3,271,773.67	118
FY 2013-2014	\$2,650,844.70	153
FY 2012-2013	\$1,013,578.00	154

YTD Permit Valuations 2015 - 2016

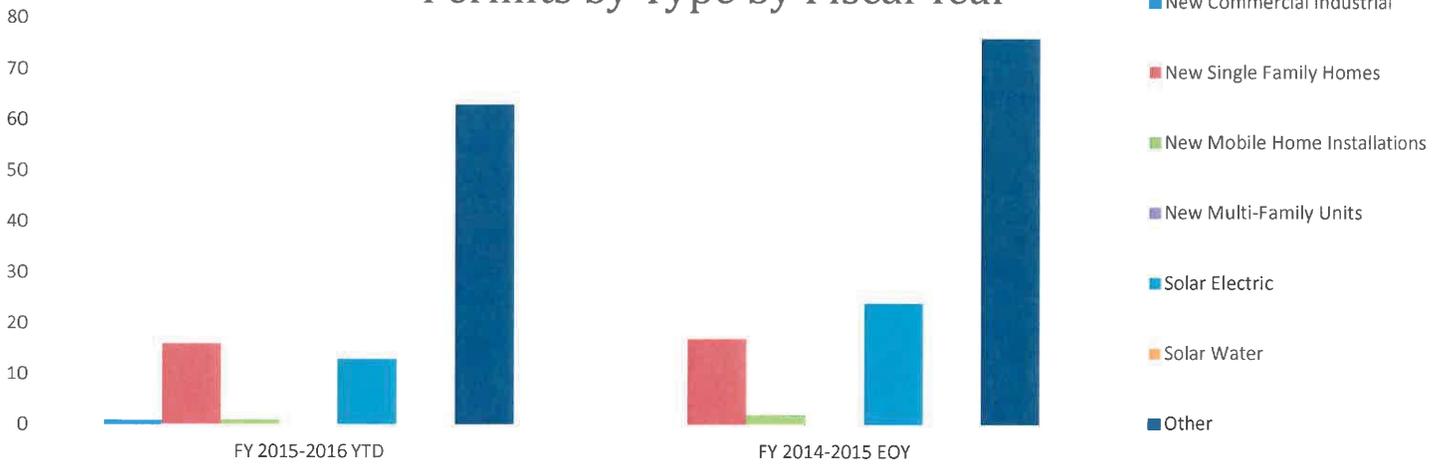


TOWN OF CLARKDALE
Community Development Monthly Report
CDD - February 2016.xlsx
Building Permits

As of 3/14/2016

Year	New Commercial Industrial	New Single Family Homes	New Mobile Home Installations	New Multi-Family Units	Solar Electric	Solar Water	Other	Total
FY 2015-2016 YTD	1	16	0	0	13	0	63	93
FY 2014-2015 EOY	0	17	1	0	24	0	76	118
FY 2013-2014	1	6	2	0	42	0	103	154

Permits by Type by Fiscal Year



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

TOWN OF CLARKDALE
 Community Development Monthly Report
 CDD - February 2016.xlsx
Code Enforcement

As of 3/14/2016

Month	Weeds	Vehicles	Trash & Rubbish	Political Signs	Other	TOTAL
Jul-15	2	1	1	0	0	4
Aug-15	1	0	1	0	0	2
Sep-15	3	0	1	0	0	4
Oct-15	0	0	1	0	0	1
Nov-15	0	0	1	0	0	1
Dec-15	1	0	1	0	0	2
Jan-15	1	2	1	0	0	4
Feb-15	0	1	5	0	0	6
Mar-15				0	0	-
Apr-15				0	0	-
May-15				0	0	-
Jun-15				0	0	-

TOWN OF CLARKDALE
 Community Development Monthly Report
 CDD - February 2016.xlsx
 FY Building Permit Data Entry

As of 3/14/2016

Building Permits by Month	New Commercial Industrial	New Single Family Homes	New Mobile Home Installations	New Multi-Family Units	Solar Electric	Solar Water	Other	Total
JUL	0	0	0	0	3	0	3	6
AUG	0	1	0	0	3	0	9	13
SEP	0	12	0	0	0	0	8	20
OCT	1	1	0	0	2	0	14	18
NOV	0	0	0	0	1	0	11	12
DEC	0	1	0	0	2	0	8	11
JAN	0	0	0	0	1	0	5	6
FEB	0	1	0	0	1	0	5	7
MAR	0	0	0	0	0	0	0	0
APR	0	0	0	0	0	0	0	0
MAY	0	0	0	0	0	0	0	0
JUN	0	0	0	0	0	0	0	0
TOTALS	1	16	0	0	13	0	63	93
Permit Valuations by Month	\$ Valuation							
JUL	\$ 83,450							
AUG	\$ 423,017							
SEP	\$ 1,480,714							
OCT	\$ 1,029,896							
NOV	\$ 99,386							
DEC	\$ 306,000							
JAN	\$ 54,572							
FEB	\$ 283,500							
MAR								
APR								
MAY								
JUN								
TOTALS	\$ 3,760,535							

Utilities Department Capital Improvements Projects – Update: March 1, 2016

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

- 3-01-15** – Staff continues to investigate ways to optimize process control and standard operating procedures (SOPs) for the WWTP. The Town of Clarkdale closed on the purchase of the property at and around the land disposal area from Clarkdale Metals Corporation.
- 5-01-15** – Staff is currently investigating ways to utilize the reclaimed water from the WWTP. The Town of Clarkdale is also discussing potential uses for the property at and around the land disposal area that was purchased from Clarkdale Metals Corporation.
- 6-01-15** – Staff is currently investigating the purchase of aeration/mixer systems for the two effluent lagoon to treat and prevent algal blooms associated with warm weather conditions. The purchase price for two blower system, one for each effluent pond, would be approximately \$20,000 and two floating solar systems would cost around \$75,000.
- 7-01-15** – The purchase of aeration/mixer systems for the two effluent lagoon has been put on-hold. Staff will investigate various funding options for these aeration systems.
- 8-01-15** – No new capital improvements are scheduled for the wastewater treatment system. Staff will continue efforts to reduce electrical costs, and investigate processes for aerating/mix the effluent holding ponds.
- 9-01-15** – No new capital improvements are scheduled for the wastewater treatment system. Staff will continue efforts to reduce electrical costs, and investigate processes for aerating/mix the effluent holding ponds.
- 10-01-15** – No new capital improvements are scheduled for the wastewater treatment system.
- 11-01-15** – No new capital improvements are scheduled for the wastewater treatment system.
- 12-01-15** – No new capital improvements are scheduled for the wastewater treatment system.
- 1-01-16** – No new capital improvements are scheduled for the wastewater treatment system.
- 3-01-16** – No new capital improvements are scheduled for the wastewater treatment system.

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

2015 – No further progress on the reclaimed water master plan. Staff recommends that the Town’s Reclaimed Water Master Plan be a discussion item during the Town’s 2016 Strategic Planning.

Utilities Department Capital Improvements Projects – Update: March 1, 2016

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

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

5-01-15 On April 15, 2015 staff was notified that the Town of Clarkdale has received a Technical Assistant Grant from the Water Infrastructure Finance Agency (WIFA) for the design of the Upper Town Water Main Replacement Project. The amount that we will receive is \$35,000.00 and design costs for this project are projected to be between \$75,000 and \$100,000. Staff has received a project scope from Fred Goldman consulting engineer, and a project estimate from David Gianetto with Felix Construction for the design build project to install a booster pump system at the 89A Reservoir which will pump potable water from that location to the Haskell Springs storage tanks. This project would allow the Town to supplement the Haskell Springs well output, with water from the 89A Reservoir, during the warm weather high usage summer months. A telemetry system would be used to control booster pump operations based on storage tank levels at the Haskell Springs Reservoir site. The Design/Build guaranteed maximum price for this project is \$200,000 without any contingency amount. Adding a contingency of 10%, to cover any additional work we may require, would bring the total project cost to \$220,000. We have received a preliminary determination from the Arizona Department of Water Resources (ADWR) that the "89A Booster Pump System Project appears to meet the requirements for the use of Central Arizona Project (CAP) Trust Funds" in the amount of \$186,000 to be used towards this project. A project proposal will need to be submitted to ADWR for final approval and the release of these funds.

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

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

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

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

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

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

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

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

10-01-15 Staff continues contract discussions with SEC for an agreement to provide the design services for the Upper Town Water Main Replacement Project. A Staff Report for Council consideration, discussion, and possible action on a Professional Services Agreement with SEC will be on a future Council Agenda.

The PW/Utilities Director is negotiating an agreement with Felix Construction for the design /build the project for a cost \$210,240.37 with a \$21, 024.03 contingency fund. Total amount is \$231,264.30. The Arizona Department of Water Resources (ADWR) has indicated via e-mail that it will release the Central Arizona Project (CAP) Trust Funds” in the amount of \$186,000 for the 89A Booster Pump System Project.

11-01-15 Discussions with SEC for an agreement to provide the design services for the Upper Town Water Main Replacement Project Continue with staff requesting a review of Section 1.3.2 of our standard agreement for professional services by the Town Attorney. After that review and comment by the Town Attorney a Staff Report for Council consideration, discussion, and possible action on a Professional Services Agreement with SEC will be on a future Council Agenda.

The PW/Utilities Director has negotiated an agreement with Felix Construction for the design /build the project for a cost \$210,240.37 with a \$21, 024.03 contingency fund. Total amount is \$231,264.30. Staff is preparing a formal request and associated paperwork for the release the Central Arizona Project (CAP) Trust Funds” in the amount of \$186,000 for use with the 89A Booster Pump System Project.

12-01-15 The agreement between the Town and SEC to provide the design services for the Upper Town Water Main Replacement Project has been signed by the Town and SEC and is currently before the Town’s Attorney for signature and final approval.

The Town has entered into an agreement with Felix Construction for the design /build of the 89A Booster Pump System for a cost \$210,240.37 with a \$21, 024.03 contingency fund. Total amount is \$231,264.30. The project design is in the final stages and once design work is completed the project will be submitted to AZDEQ for approval.

The Town has received approval of our request for the release the Central Arizona Project (CAP) Trust Funds” in the amount of \$186,000 for use with the 89A Booster Pump System Project. The money is available as a draw against project expenses up to the total amount of \$186,000.

1-01-16 The Town has entered into an agreement with SEC to provide the design services for the Upper Town Water Main Replacement Project. SEC plans to start the design work in January 2016.

The Town has entered into an agreement with Felix Construction for the design /build of the 89A Booster Pump System for a cost \$210,240.37 with a \$21, 024.03 contingency fund. Total amount is \$231,264.30. The project design is in the final stages and once design work is completed the project will be submitted to AZDEQ for approval. The project schedule calls for submittals to AZDEQ for approval by the end of January 2016 and construction to be finished in March 2016.

The Town has received approval of our request for the release the Central Arizona Project (CAP) Trust Funds” in the amount of \$186,000 for use with the 89A Booster Pump System Project. The money is available as a draw against project expenses up to the total amount of \$186,000.

Utilities Department Capital Improvements Projects – Update: March 1, 2016

3-01-16 SECC continues work on the design of the Upper Town Water Main Replacement Project. In February 2016 SECC worked with Utilities staff to mark out the existing water and sewer infrastructure in the project area. The Blue Stake mark-outs should be done in March 2016.

The Town contracted with Felix Construction for the design/build of the 89A Booster Pump System for a cost \$210,240.37 with a \$21,024.03 contingency fund. Total amount is \$231,264.30. The project design has been submitted to AZDEQ for review and approval. The project schedule called for submittals to AZDEQ for approval by the end of January 2016 and construction to be finished in March 2016. Due to comments and requests for additional information by AZDEQ Felix Construction and Fred Goldman are in the process of revising the project schedule. It is the intention of the Town and Felix Construction to complete construction and put this new booster pump system on-line before the high usage/warmer weather months.

The Town has been using draws on the Central Arizona Project (CAP) Trust Funds for the current project expenses for the 89A Booster Pump System Project. The money that is available as a draw against project expenses up to the total amount of \$186,000.

**CLARKDALE MAGISTRATE COURT
MONTHLY STATISTICAL REPORT - FY 2016**

	Prior YR Average	June - Dec 2015	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	FY -YTD
New Filings									
Criminal Traffic	2.75	19	1	4					24
Misdemeanors	15.58	135	10	14					159
DUI	1.58	12	2	2					16
Domestic Violence ¹	2.33	20	4	7					31
Civil Traffic	23.75	126	31	50					207
Local Ordinances	1.5	19	1	5					25
OOP/Injunctions ²	1.33	4	0	1					5
Total Filings	45	296	49	83					428
Initials/Arraignments	21.33	144	18	22					184
Reviews/Order Show Cause	2.08	24	5	3					32
Civil Traffic Hearings	0.92	3	0	0					3
Pre-Trial Conferences	14.08	90	11	12					113
Deferral Pleas	2.92	16	4	0					20
Change of Plea	4.5	43	6	5					54
Juvenile Hearings ³	0	0	0	0					0
Warrants Issued ⁴	2.83	71	8	2					81
Bench Trials Held	0.08	1	0	0					1
Town General Fund	\$ 2,920.19	\$ 18,001.91	\$ 2,744.15	\$ 4,133.48					\$ 24,879.54
Court Enhancement ⁵	\$ 217.47	\$ 1,292.10	\$ 220.68	\$ 301.78					\$ 1,814.56
Deferred Prosecution Fees ⁷	\$ 127.23	\$ 1,686.20	\$ 30.00	\$ 541.10					\$ 2,257.30
Court Appointed Attorney ⁸	\$ 43.04	\$ 1,175.29	\$ 256.47	\$ -					\$ 1,431.76
JCEF to Town ⁶	\$ 38.78	\$ 268.40	\$ 35.00	\$ 98.16					\$ 401.56
State Treasurer	\$ 2,926.21	\$ 17,967.98	\$ 4,209.34	\$ 4,119.69					\$ 26,297.01
Monies to FARE ⁹	\$ 316.07	\$ 1,736.27	\$ 304.48	\$ 531.26					\$ 2,572.01
County/Jail	\$ 24.29	\$ 90.06	\$ 13.87	\$ 17.67					\$ 121.60
Citing Agency Revenue	\$ 59.46	\$ 332.25	\$ 55.52	\$ 70.61					\$ 458.38
Monthly Totals	\$ 5,968.93	\$ 36,660.60	\$ 7,057.88	\$ 8,439.61					\$ 52,158.09
									Grand Total

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

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

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

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

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

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

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

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

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

These amounts included in Town General Fund Total This amount included in State Treasurer Total
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JANUARY, 2016

UTILITIES DEPARTMENT WATER/WASTEWATER MONTHLY REPORT

Water System

YEARS BASED ON CALENDAR YEARS

WATER SYSTEMS	PRODUCTION GALLONS	SAME MO. LAST YEAR	YTD PRODUCTION	STORED WATER *	DEPTH TO WATER LEVEL		DEPTH TO WATER LEVEL SAME MO. LAST YEAR	
					STATIC	DYNAMIC		
89A STORAGE TANK				0				
HASKELL SPRINGS WELL	7,826,000	6,310,000	7,826,000	1,200,000				
MESCAL WELL								
MOUNTAIN GATE WELL	7,490,000	7,737,000	7,490,000	750,000				
CITY OF COTTONWOOD								
TOTAL PRODUCTION	15,316,000	14,047,000	15,316,000	2,500,000				
Note: *Stored Water reported to calculate non-revenue water								
WATER USE	# ACCOUNTS	SAME MO. LAST YEAR	YTD	LAST YEAR RESIDENTIAL GPCD*	YTD RESIDENTIAL GPCD**	TOTAL LAST YEAR WATER GPCD***	% NON-REVENUE WATER	NON-REVENUE GALS
# RESIDENTIAL ACCTS	1,725	1,733		71	51	77	29%	4,435,491
# COMM ACCTS	29	30						
# GOV ACCTS	27	25						
# OTHER ACCTS	8	8						
# INDUSTRIAL	5	4						
TOTAL ACCTS	1,794	1,800						
YTD Calculations								
RESIDENTIAL USE	6,318,859	6,142,682	6,318,859					
COMM USE	233,162	208,186	233,162					
GOV USE	90,136	268,195	90,136					
OTHER USE	25,789	78,900	25,789					
INDUSTRIAL USE	7,463	11,692	7,463					
TOTAL CLARKDALE USE	6,675,409	6,709,655	6,675,409					
COTTONWOOD RANCH	1,437,000	1,335,000	1,437,000					
TOTAL USE	8,112,409	8,044,655	8,112,409					
Non Revenue - Backwash	268,100	119,200	2,056,700					
Non Revenue - flushing		23,100	120,200					
Fire Dept Usage			48,912					
TOTAL USE	8,380,509	8,186,955	10,338,221					
Wastewater	LAST MO.	SAME MO. LAST YEAR	YTD	LAST YTD				
# ACCOUNTS	1,038	1,034						
WASTEWATER (INFLUENT)	4,163,477	4,330,520	4,163,477	4,330,520				
WASTEWATER (EFFLUENT)	3,583,692	3,469,546	3,583,692	3,469,546				

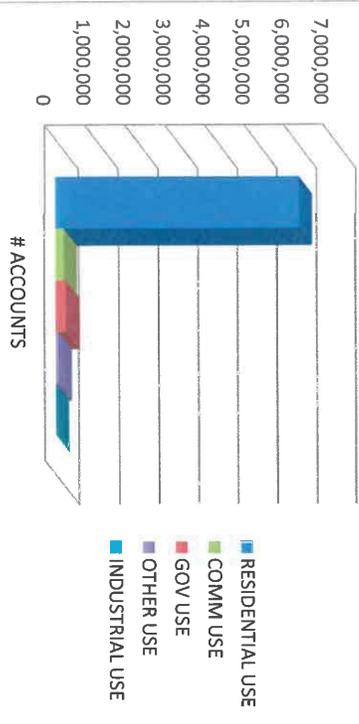
COMMENTS: JAN Water Call Outs
Water Main Repair: 4
Water Service Repair: 0

Note: Influent is the wastewater coming into the plant before treatment
Effluent is the wastewater after treatment

PRODUCTION



WATER USE



	CURRENT MONTH	PREVIOUS MONTH	% CHANGE	YEAR TO DATE	PREVIOUS YEAR TO DATE	% CHANGE
* Primarily Level of Effort Activities	Feb 2016	Jan 2016		Jan-Feb 2016	Jan-Feb 2015	
Traffic						
Collision - Property Damage	0	1	-100%	1	5	-400%
Collision - Injury/Fatal	0	0	0%	0	2	-200%
DUI Arrests *	1	5	-400%	6	0	100%
Citations *	51	27	47%	78	29	63%
Written Warnings *	22	36	-64%	58	14	76%
Traffic Stops *	75	65	13%	140	107	24%
Parking *	0	0	0%	0	1	-100%
Total Traffic	149	134	10%	283	158	44%

Uniform Crime Reporting (UCR) Crimes						
Index Violent Crimes (Crimes Against Persons)						
Homicide	0	0	0%	0	0	0%
Sexual Assault	1	0	100%	1	2	-200%
Robbery	0	0	0%	0	0	0%
Aggravated Assault	1	1	0%	2	0	100%
Total Violent Crimes	2	1	50%	3	2	33%
Burglary	3	3	0%	6	1	83%
Theft	3	4	-33%	7	2	71%
Auto Theft	0	0	0%	0	0	0%
Arson	0	0	0%	0	0	0%
Total Property Crimes	6	7	-17%	13	3	77%
Crime Rate						
Index Crimes	8	8	0%	16	5	69%
Index Crime Rate (per 100,000)	0.3278	0.3278	0%	0.6555	0.2049	69%
Town Population	4,097	4,097	0%	4,097	4,097	0%

Other Crimes						
Assault	2	1	50%	3	3	0%
Criminal Damage	9	4	56%	13	15	-15%
Disorderly Conduct	1	6	-500%	7	9	-29%
Domestic Violence	4	6	-50%	10	5	50%
Drug Offenses *	1	0	100%	1	8	-700%
Neighbor Disputes	0	0	0%	0	0	0%
Trespass	3	2	33%	5	2	60%
Juvenile Disturbance	2	1	50%	3	7	-133%
Harassment	1	2	-100%	3	5	-67%
Animal Offenses *	17	24	-41%	41	43	-5%
Other Town Ordinances *	0	1	-100%	1	6	-500%

All Other Offenses	9	12	-33%	21	61	-190%
Total Other Crimes	32	59	-84%	108	164	-52%

	CURRENT MONTH	PREVIOUS MONTH	% CHANGE	YEAR TO DATE	PREVIOUS YEAR TO DATE	% CHANGE
	Feb 2016	Jan 2016		Jan-Feb 2016	Jan-Feb 2015	
Other Activities						
Alarms	0	0	0%	0	25	0%
Doors/Windows Open	0	0	0%	0	3	0%
Suspicious Persons/Vehicles	32	22	31%	54	35	35%
Weapon Offenses	0	1	0%	1	0	100%
Citizen Assists	59	51	14%	110	52	53%
Serve Papers	0	0	0%	0	3	-300%
EMS/Rescue/Fire Calls (Clarkdale)	0	0	0%	0	0	0%
Assist Other LE Agencies	29	39	-34%	68	45	34%
Suicide	1	0	100%	1	0	100%
Total Other Activities	121	113	7%	234	163	30%

Total All Categories Above	310	314	1%	641	490	24%
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House Watch						
House Watch (Total Houses Per Month)	2	0	100%	2	2	0%

Arrests						
Adult	4	9	-125%	13	20	-54%
Juvenile	0	1	-100%	1	2	-100%
Total Arrests	4	10	-150%	14	22	-57%

Reserve Time	102	106	-4%	208		100%
Ambassador Time	114	165	-45%	279		100%
Volunteer Time	12	9	29%	21		100%

Traffic

There has been a marked increase in the number of citations issued during February. Clarkdale Police Department's two newest officers having been making great strides in the apprehension of traffic offenders. DUI arrests are up considerably for the year, while accidents have had a noticeable decrease.

Crime

A raise in property crime is the result of several ongoing tenant disputes. Several investigations are pending.

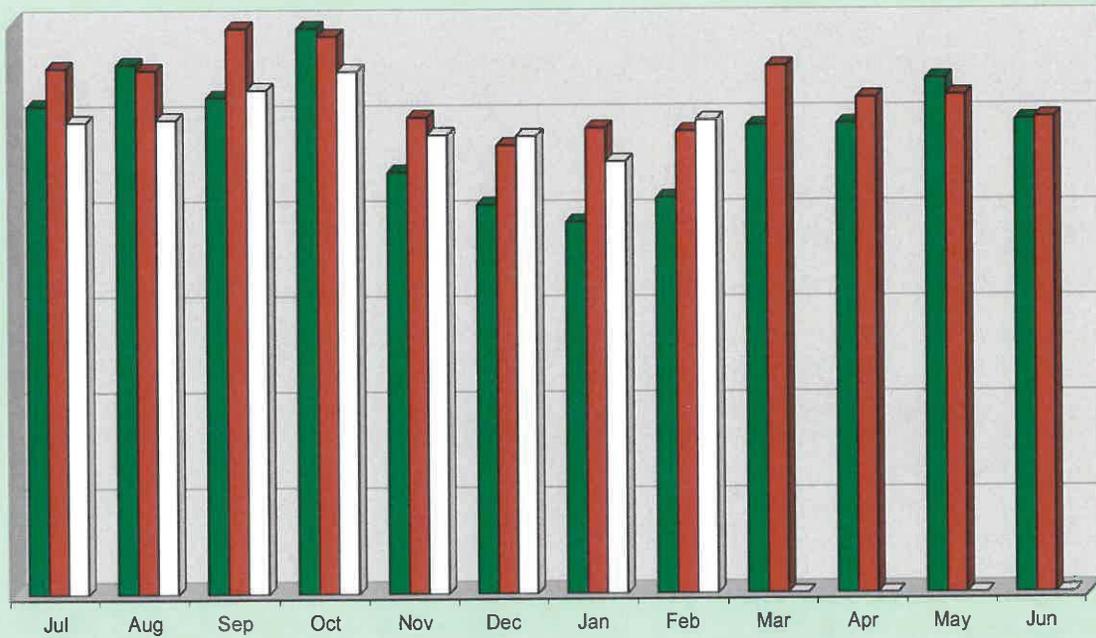
Monthly Passenger Totals - February



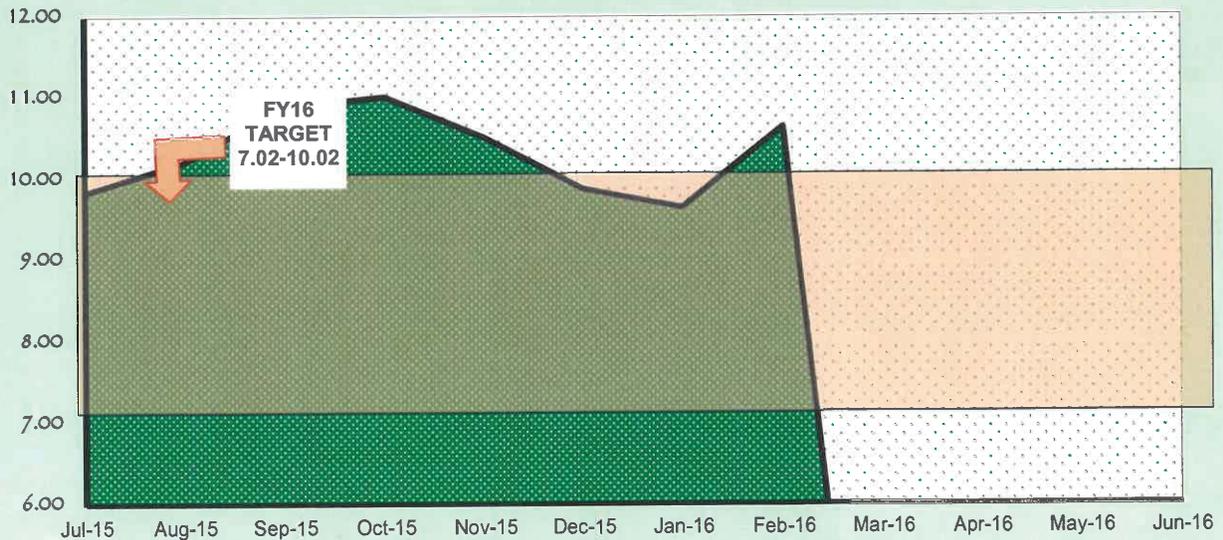
Ridership Comparison by Month
FY-14 to FY-16

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY 14*	5,125	5,562	5,215	5,939	4,429	4,087	3,906	4,154	4,913	4,926	5,396	4,963
FY 15	5,525	5,500	5,938	5,856	5,001	4,708	4,887	4,851	5,533	5,201	5,224	4,990
FY 16	4,959	4,983	5,293	5,486	4,817	4,803	4,537	4,969	0	0	0	0

* Second bus for M-F service started January 2014



Monthly Ridership Per Hour



Verde Lynx

Weekday - Commuter	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16
Passenger Totals - A Route	3,012	2,861	3,227	3,275	2,738	2,828	2,488	2,874				
Passenger Totals - B Route	942	917	1,008	1,083	1,006	1,009	867	1,028	0.00	0.00	0.00	0.00
Avg Passengers per Day	171.91	179.90	192.50	198.09	187.20	174.41	167.75	185.81	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Avg Passengers per Hour	7.17	7.47	8.03	8.15	7.50	7.03	9.19	10.19	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Vehicle Revenue Hours	420	383	402	402	365	402	365	383				
Vehicle Revenue Miles	12,082	11,048	11,609	11,593	10,535	11,641	10,576	11,115				
Vehicle Service Hours	465	425	445	445	405	445	405	425				
Vehicle Service Miles	12,487	11,075	11,837	11,849	10,811	11,940	11,170	11,395				
Service Days (Weekdays)	23	21	22	22	20	22	20	21	21	22	22	21

Saturday/Holiday

Passenger Totals	538	666	553	649	536	535	655	577				
Avg Passengers per Day	134.5	133.2	138.25	129.8	134	133.75	131	144.25	0	0	0	0
Avg Passengers per Hour	11.21	11.10	11.52	10.82	11.17	11.15	10.92	12.02	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Vehicle Revenue Hours	48	60	48	60	48	48	60	48				
Vehicle Revenue Miles	1,403	1,758	1,412	1,759	1,411	1,412	1,760	1,406				
Vehicle Service Hours	56	70	56	70	56	56	70	56				
Vehicle Service Miles	1,637	1,796	1,475	1,800	1,476	1,498	1,801	1,495				
Service Days (Weekend)	4	5	4	5	4	4	5	4	5	4	5	4

Sunday

Passenger Totals	467	539	505	479	537	431	527	490				
Avg Passengers per Day	116.75	107.8	126.25	119.75	107.4	107.75	105.4	122.5	0	0	0	0
Avg Passengers per Hour	12.97	11.98	14.03	13.31	11.93	11.97	11.71	13.61	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Vehicle Revenue Hours	36	45	36	36	45	36	45	36				
Vehicle Revenue Miles	1057	1323	1064	1058	1320	1056	1318	1062				
Vehicle Service Hours	40	50	40	40	50	40	50	40				
Vehicle Service Miles	1269	1387	1117	1269	1385	1148	1379	1145				
Service Days (Weekend)	4	5	4	4	5	4	5	4	5	4	4	5

Weekday/Weekend Combined

Total Riders	4,959	4,983	5,293	5,486	4,817	4,803	4,537	4,969	0	0	0	0
Avg Passengers per Day	160	161	176	177	166	160	151	171	0	0	0	0
Avg Passengers per Hour	9.84	10.21	10.89	11.02	10.52	9.88	9.65	10.64	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Vehicle Revenue Hours	504	488	486	498	458	486	470	467	0	0	0	0
Vehicle Revenue Miles	14,542	14,129	14,085	14,410	13,266	14,109	13,554	13,583	0	0	0	0
Vehicle Service Hours	561	545	541	555	511	541	525	521	0	0	0	0
Vehicle Service Miles	15,393	14,258	14,429	14,918	13,672	14,586	14,350	14,035	0	0	0	0
Deadhead Miles	851	129	344	508	406	477	696	452	0	0	0	0
Service Days (Total)	31	31	30	31	29	30	30	29	31	30	31	30

Verde Lynx by Month	TOTALS												
	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	
Passenger Totals	4,959	4,983	5,293	5,486	4,817	4,803	4,537	4,969	0.00	0.00	0.00	0.00	39,847
Avg Passengers per Day	159.97	160.74	176.43	176.97	166.10	160.10	151.23	171.34	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	3,866
Avg Revenue per Hour	9.67	10.21	10.89	11.02	10.52	9.88	9.65	10.64	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	111,778
Vehicle Revenue Hours	513	488	486	498	458	486	470	467					4,300
Vehicle Revenue Miles	14,542	14,129	14,085	14,410	13,266	14,109	13,654	13,583					115,641
Vehicle Service Hours	571	545	541	555	501	541	525	521					363
Vehicle Service Miles	15,393	14,258	14,429	14,918	13,672	14,586	14,350	14,035					
Service Days (Total)	31	31	30	31	29	30	30	29	31	30	31	30	

CAT Fixed Route by Month	TOTALS												
	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	
Passenger Totals	6,986	6,908	7,045	7,196	5,905	6,137	5,735	6,605	0.00	0.00	0.00	0.00	52,517
Avg Passengers per Day	303.74	328.95	320.23	327.09	295.25	278.95	286.75	314.52	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	6,120
Avg Revenue per Hour	8.44	9.14	8.90	9.09	8.20	8.12	7.97	8.74	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	94,815
Vehicle Revenue Hours	828	756	792	792	720	756	720	756					6,532
Vehicle Revenue Miles	12,904	11,789	12,033	12,165	11,049	12,181	11,094	11,600					99,427
Vehicle Service Hours	897	819	858	858	780	820	780	820					258
Vehicle Service Miles	13,816	11,961	13,241	13,319	11,422	12,302	11,316	12,050					
Service Days (Weekdays)	23	21	22	22	20	22	20	21	22	22	21	22	

CAT Paratransit by Month	TOTALS												
	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	
Passenger Totals	1,475	1,212	1,381	1,457	1,198	1,169	1,235	1,265	0.00	0.00	0.00	0.00	10,392
Avg Passengers per Day	64.13	57.71	62.77	66.23	59.90	53.14	61.75	60.24	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	4,330
Avg Revenue per Hour	2.51	2.44	2.49	2.49	2.43	2.24	2.26	2.32	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	51,024
Vehicle Revenue Hours	588	496	555	585	492	523	546	545					4,940
Vehicle Revenue Miles	6,664	5,764	6,976	7,723	6,357	5,856	5,825	5,859					58,074
Vehicle Service Hours	674	585	633	663	548	644	574	619					258
Vehicle Service Miles	7,611	6,502	7,856	8,912	7,368	6,505	6,569	6,751					
Service Days	23	21	22	22	20	22	20	21	22	22	21	22	

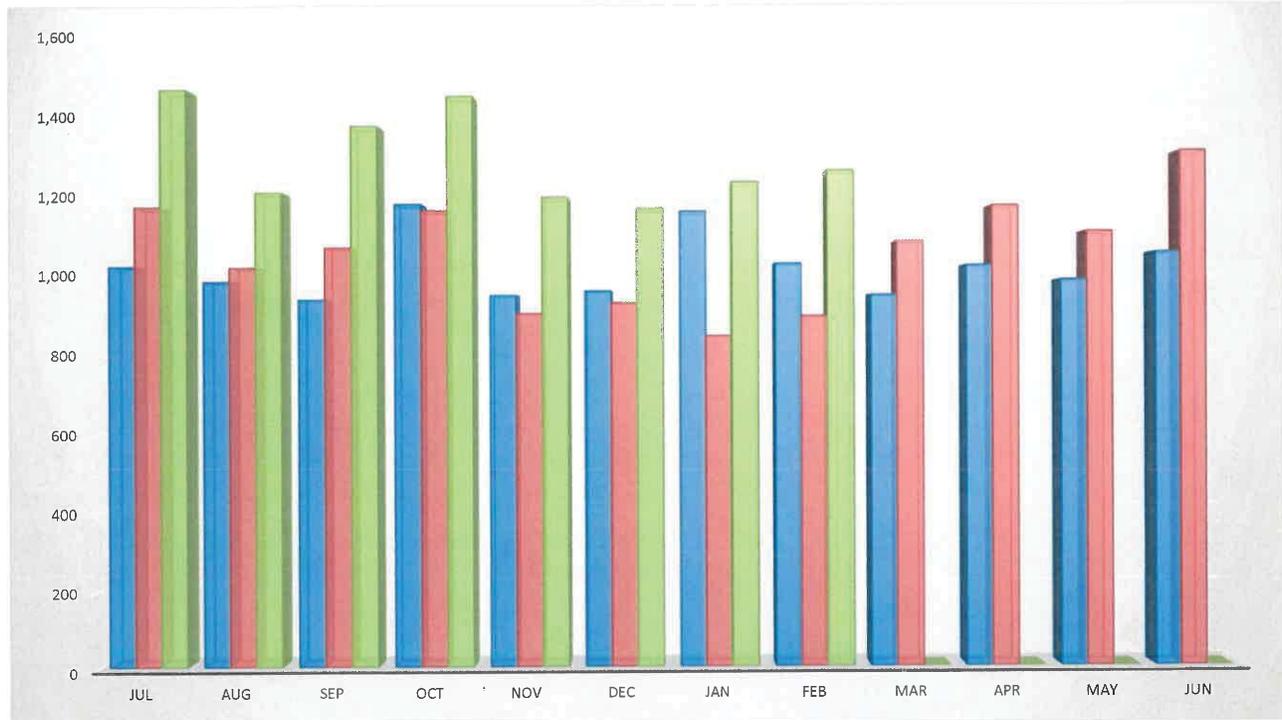
Selected Totals	TOTALS												
	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	
Passengers	13,420	13,103	13,719	14,139	11,920	12,109	11,507	12,839	0	0	0	0	102,756
Revenue Hours	1,929	1,740	1,833	1,875	1,670	1,765	1,736	1,768	0	0	0	0	14,316
Revenue Miles	34,110	31,682	33,094	34,298	30,672	32,146	30,573	31,042	0	0	0	0	257,617
Service Hours	2,142	1,949	2,032	2,076	1,829	2,005	1,879	1,960	0	0	0	0	15,872
Service Miles	36,820	32,721	35,526	37,149	32,462	33,393	32,235	32,836	0	0	0	0	273,142

ADA Paratransit Ridership Trends - February

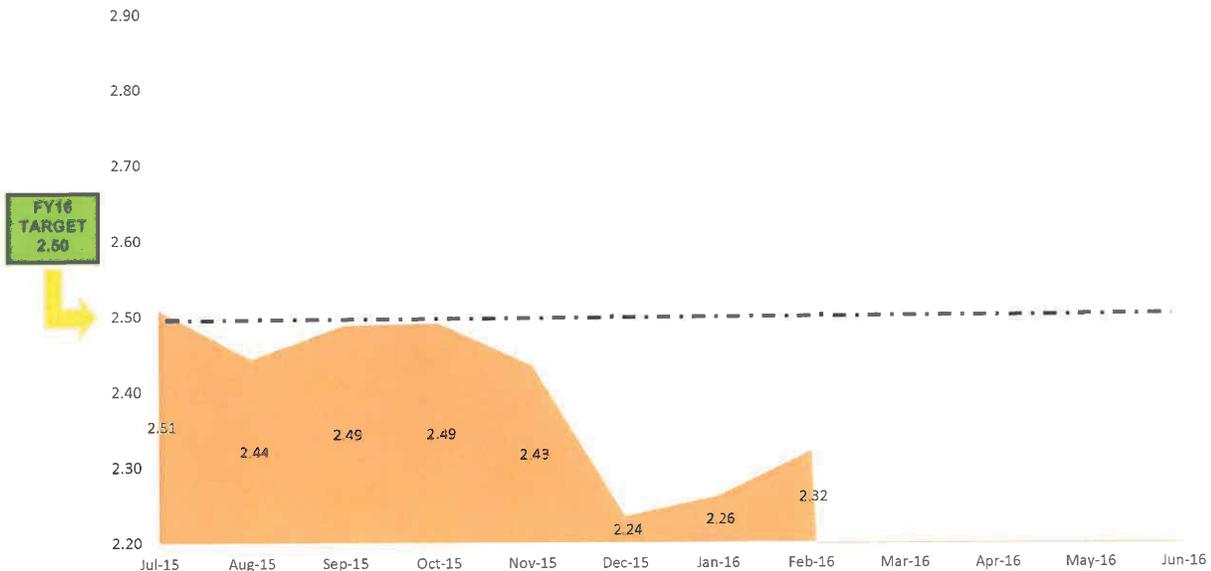


Ridership Comparison by Month
FY14 to FY16

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY 14	1,024	985	939	1,182	949	959	1,162	1,028	948	1,023	985	1,055
FY 15	1,175	1,021	1,071	1,166	902	929	844	894	1,084	1,174	1,108	1,312
FY 16	1,475	1,212	1,381	1,457	1,198	1,169	1,235	1,265	0	0	0	0



Monthly Passengers Per Hour



CAT Fixed Route

Weekday - Fixed Route	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	YTD
Passenger Totals	6,986	6,908	7,045	7,196	5,905	6,137	5,735	6,605	-	-	-	-	52,517
Avg Passengers per Day	303.74	328.95	320.23	327.09	295.25	292.24	286.75	314.52	-	-	-	-	6,120
Avg Passenger per Hour	8.44	9.14	8.90	9.09	8.20	8.12	7.97	8.74	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	6,632
Vehicle Revenue Hours	828	756	792	792	720	756	720	756	-	-	-	-	99,427
Vehicle Revenue Miles	12,904	11,789	12,033	12,165	11,049	12,181	11,094	11,600	-	-	-	-	4,612
Vehicle Service Hours	897	819	858	858	780	820	780	820	-	-	-	-	257
Vehicle Service Miles	13,816	11,961	13,241	13,319	11,422	12,302	11,316	12,050	-	-	-	-	
Deadhead Miles	912	172	1,208	1,154	373	121	222	450	-	-	-	-	
Service Days (Weekdays)	23	21	22	22	20	21	20	21	21	22	23	21	

February		
Total Trips	Daily Trips	
Red Route	1,204	57.33
Blue Route	387	18.43
Green Route	2,644	125.90
Yellow Route	2,370	112.86

check 6,605 should match total

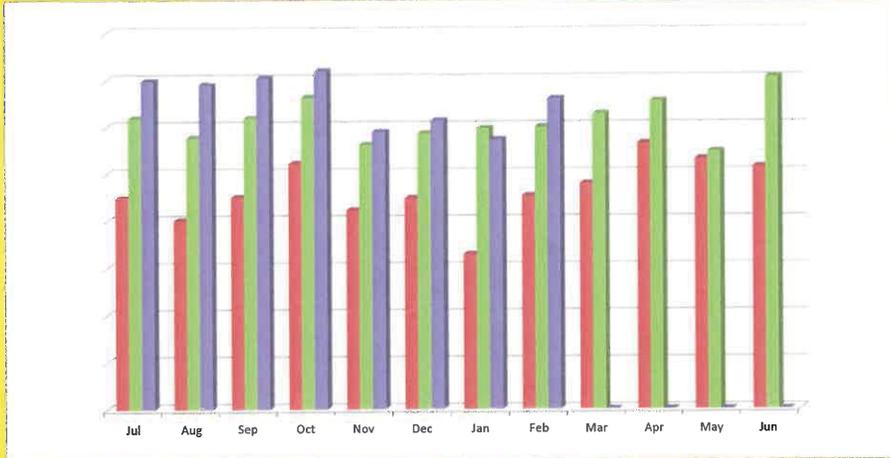
Fixed Route Monthly Passenger Totals - February



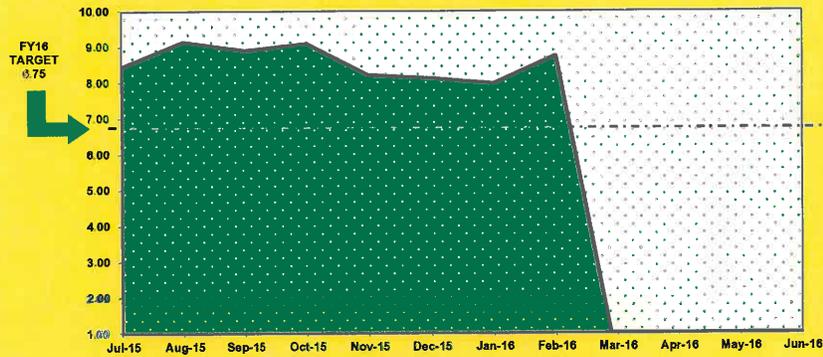
Ridership Comparison by Month
FY14 to FY16

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY 14*	4,509	4,018	4,510	5,225	4,233	4,487	3,294	4,537	4,793	5,648	5,313	5,142
FY 15	6,192	5,775	6,193	6,631	5,622	5,864	5,970	5,909	6,276	6,548	6,476	7,052
FY 16	6,986	6,908	7,045	7,196	5,905	6,137	5,735	6,605	0	0	0	0

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

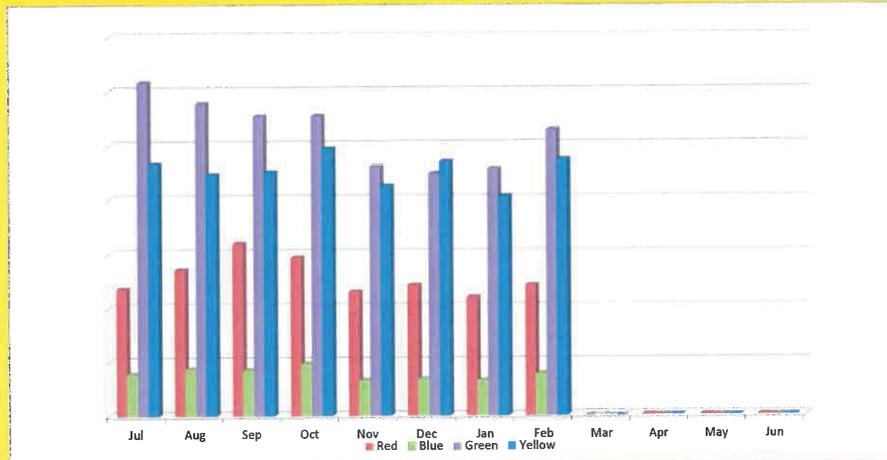


Monthly Passengers per Hour



Ridership Comparison by Route
Fiscal Year 2016

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Red	1,176	1,352	1,594	1,464	1,146	1,205	1,095	1,294	0	0	0	0
Blue	391	436	425	484	328	340	327	367	0	0	0	0
Green	3,085	2,990	2,773	2,776	2,906	2,239	2,261	2,644	0	0	0	0
Yellow	2,334	2,231	2,253	2,472	2,125	2,353	2,032	2,370	0	0	0	0





Staff Report

Agenda Item: “RiverFest” Month Proclamation – Approval of a proclamation that declares April, 2016 as “RiverFest Month”.

Staff Contact: Kathy Bainbridge, Town Clerk

Meeting Date: March 22, 2016

Presented to: Town Council

Background:

The Verde River Valley Nature Organization has proposed that April, 2016 be declared “RiverFest Month” in the interest of promoting community wide participation in river-centered events and education.

Recommendation:

Staff recommends Council approve the “RiverFest Month” Proclamation.

***“RIVERFEST” MONTH
PROCLAMATION***

WHEREAS, the Verde River Watershed is one of the most important geological features in the Verde Valley; and

WHEREAS, the Verde River is a major resource for our residential community; and

WHEREAS, the Verde River provides extremely valuable agricultural, economic, recreational, social and sporting opportunities for the people of the Verde River Valley, Arizona and our visitors; and

WHEREAS, The Verde River Valley Nature Organization produces and promotes a series of Verde River-centered events in the month of April, known as “RiverFest”; and

WHEREAS, The Verde River Valley Nature Organization inspires, encourages and invites community wide participation in “RiverFest”; and

WHEREAS, RiverFest brings healthy, sustainable tourism to the Verde Valley that is consistent with the Town of Clarkdale’s municipal economic development plan and with our environmental stewardship goals;

NOW THEREFORE, we, the Mayor and Council of The Town of Clarkdale, Arizona do hereby proclaim April, 2016 as “RiverFest Month” in the Town of Clarkdale.

Adopted this 22nd day of March, 2016.

ATTEST:

Doug Von Gausig, Mayor

Kathy Bainbridge, Town Clerk



Staff Report

Agenda Item: “Arizona Gives Day” Proclamation - Approval of a proclamation designating April 5, 2016 as Arizona Gives Day, a day for Arizonans to come together to make donations to as many nonprofits as possible in 24 hours.

Staff Contact: Kathy Bainbridge, Town Clerk/Finance Director

Meeting Date: March 22, 2016

Background: “Arizona Gives Day” is a day for Arizonans to come together to make donations to as many nonprofits as possible in 24 hours. On April 5, 2016, from 12:00 am to 11:59 pm, supporters of Arizona nonprofits will go online, connect with causes they care about, and make tax-deductible donations. Supporters will search for participating nonprofits and simply click to donate. The donation stays local and helps our nonprofit community provide much needed services in the state of Arizona.

The second year for Arizona Gives Day features about 50 nonprofit organizations from Northern Arizona. Donations can be made at azgives.org where people can find a complete list of organizations and search for groups to support by category.

Non-profit organizations in Arizona employ more people than the telecommunications and mining industries combined. They are definitely a factor in local, regional, and state economies.

Go to <http://azgives.org> for more information about Arizona Gives Day.

Recommendation: Approval of the “Arizona Gives Day” proclamation.

TOWN OF CLARKDALE,

Proclamation “Arizona Gives Day April 5, 2016”

Whereas a joint effort must be made to leverage the collective energy of Arizona’s \$24 billion nonprofit community to build sound relationships with new donors and increase the engagement of individuals with Arizona’s nonprofit community; expand the capacity of nonprofits to incorporate the fastest growing source of individual investors: online giving; relieve pressure on institutional investors (foundations and corporations) to be funders of first choice for so many nonprofits; generate media messages which help to educate the wider public about the value and contributions of community impact missions in our city; and

Whereas a pathway for community nonprofits to share their stories and connect with individuals throughout Arizona is a valuable asset to our community; and

Whereas every individual in Arizona is encouraged to contribute to the strength of nonprofit organizations; and

Whereas donations made to Arizona nonprofits help to rally volunteers, change lives, build leaders, allow citizens to build networks, fight for rights and champion community causes; and

Whereas Arizona nonprofits impact our local economy and all individuals;

Now, therefore, I, Doug Von Gausig, Mayor of the Town of Clarkdale, Arizona, do hereby proclaim April 5, 2016 as Arizona Gives Day.

Issued this 22nd day of March, 2016.

Doug Von Gausig, Mayor

ATTEST:

Kathy Bainbridge, Town Clerk



Staff Report

Agenda Item: **Proclamation Declaring April 10 to April 16, 2016 as Volunteer Appreciation Week** – Approval of a Proclamation declaring April 10 to 16, 2016 as Volunteer Appreciation Week in the Town of Clarkdale.

Staff Contact: Janet Perry, Human Resources/Community Services Director

Meeting Date: March 22, 2016

Background: As we approach the 42nd annual National Volunteer Week of April 10-16, 2016 we are proposing to formally observe that distinction and honor the Town of Clarkdale volunteers in doing so. In Clarkdale, we are keenly aware that we would not be able to accomplish the things we do without the selfless acts of compassion and purpose by our volunteers, and we invite this opportunity to acknowledge the service of these important people.

National Volunteer Week is about inspiring, recognizing and encouraging people to seek ways to engage in their community, and discovering his/her power to make a difference. It's about meeting our challenges not as isolated individuals, but as members of a community, with all of us working together.

This special week was first designated by an Executive Order of President Richard Nixon in 1974. Every President since has issued a proclamation of support announcing National Volunteer Week as the national week to recognize volunteers. We are proposing that Council join this effort by declaring the week of April 10-16, 2016 as Volunteer Appreciation Week in Clarkdale.

Recommendation: Approval of a Proclamation declaring April 10 to April 16, 2016 as Volunteer Appreciation Week in the Town of Clarkdale.

Proclamation

Proclaiming April 10- April 16, 2016 as Town of Clarkdale Volunteer Appreciation Week

Whereas, April 10 - April 16, 2016 has been designated National Volunteer Appreciation Week; and

Whereas, Clarkdale volunteers take time from their lives to make a difference in the lives of others by giving service to our community; and

Whereas, citizen volunteerism promotes fellowship and unity as well as increasing community awareness; and

Whereas, volunteerism is one of the hallmarks of a generous and compassionate citizen; and

Whereas, our Town's volunteers possess many skills and talents which they generously and enthusiastically give to a variety of community tasks; and

Whereas, the citizens of our Town benefit from the selfless acts of these dedicated individuals.

Now, Therefore, the Mayor and the Town Council of the Town of Clarkdale do hereby proclaim April 10 to April 16, 2016 as Volunteer Appreciation Week in the Town of Clarkdale, calling the public's attention to all that these individuals do, and thanking those individuals who volunteer, recognizing them as valuable assets to the Town of Clarkdale.

Dated this 8th day of March, 2016

Doug Von Gausig, Mayor



Staff Report

Agenda Item: **Mutual Aid Agreement between the Yavapai-Apache Nation and the Town of Clarkdale** – Approval of a Revised Mutual Aid Agreement with the Yavapai-Apache Nation for mutual use of law enforcement personnel and resources.

Staff Contact: Randy Taylor, Police Chief

Meeting Date: March 22, 2016

Background: This Agreement initially came before the Council on January 12, 2016, and was approved. Legal counsel for the Yavapai-Apache Nation discovered the document needed to be updated to include new language not in the original Agreement. The updated document is attached for Council review with the changes highlighted. The original purpose of the Agreement stays the same as set forth below.

The Yavapai-Apache Nation Police Department and the Clarkdale Police Department and the Town of Clarkdale wish to ensure better law enforcement services by providing for mutual use of law enforcement personnel and resources to provide protective and preventive law enforcement resources for the citizens of the Yavapai-Apache Nation and the Town of Clarkdale, Arizona. This mutual aid agreement is essential to ensure the Yavapai-Apache Nation and the Town of Clarkdale have sufficient law enforcement resources available to respond to and handle any and all emergencies including, but not limited to, natural disasters, civil disorders, chemical disasters, severe traffic accidents, and special events.

Recommendation: Staff recommends Council approve the revised Mutual Aid Agreement between the Yavapai-Apache Nation and the Town of Clarkdale.

**MUTUAL AID AGREEMENT BETWEEN THE YAVAPAI-APACHE NATION
and
THE TOWN OF CLARKDALE, YAVAPAI COUNTY, ARIZONA
for
MUTUAL USE OF LAW ENFORCEMENT PERSONNEL AND RESOURCES**

Preamble

This Mutual Aid Agreement (“Agreement”) is entered into between the Yavapai-Apache Nation and the Town of Clarkdale, Yavapai County, Arizona. The Yavapai-Apache Nation is authorized to negotiate with state, local, and federal governments and to take action in all matters that concern the health and welfare of the Nation pursuant to Article V (b) and (a), respectively, of the Yavapai-Apache Nation’s Constitution. The Town of Clarkdale is empowered by ARS §11-952 and ARS §13-3872 to enter into cooperative and/or mutual aid agreements with entities such as the Yavapai-Apache Nation. The Town of Clarkdale is also authorized by ARS Section 9-240(B)(12) to establish and maintain the Police Department of the Town of Clarkdale.

Intent

The Yavapai-Apache Nation and the Town of Clarkdale wish to ensure better law enforcement services by providing for mutual use of law enforcement personnel and resources to provide protective and preventive law enforcement resources for the citizens of the Yavapai-Apache Nation and the Town of Clarkdale, Arizona. This mutual aid agreement is essential to ensure that the Yavapai-Apache Nation and the Town of Clarkdale have sufficient law enforcement resources available to respond to and handle any and all emergencies including, but not limited to, natural disasters, civil disorders, chemical disasters, severe traffic accidents, and special events.

ACCORDINGLY, THE PARTIES AGREE AS FOLLOWS:

Section 1. Definitions

- A. **“Authorized law enforcement officers”** means Arizona POST Certified ~~peace-police~~ officers and Tribal Officers qualified under ARS 13-3874, who are included or named on the list exchanged between the Tribal Chief of Police and the Clarkdale Police Department pursuant to Section 2 of this Agreement.
- B. **“Back Up Assistance”** means providing law enforcement support to a requesting party and, during the pendency of responding to a request for assistance, acting pursuant to the immediate direction of the requesting party.
- C. **“Clarkdale Chief of Police”** means the Town of Clarkdale Chief of Police.
- D. **“Clarkdale Officers”** means the Town of Clarkdale Police Officers.
- E. **“Nation”** means the Yavapai-Apache Nation.

- F. **“Requesting Party”** means either the Yavapai-Apache Nation’s Police Department or the Town of Clarkdale Police Department when calling for law enforcement back up assistance pursuant to the terms of this Agreement.
- G. **“Responding Party”** means either the Yavapai-Apache Nation’s Police Department or the Town of Clarkdale Police Department when providing law enforcement back up assistance pursuant to the terms of this Agreement.
- H. **“Special Duty Officer”** means the status or designation of an authorized law enforcement officer during the pendency of responding to a requesting party’s call for back up assistance. Special Duty Officers act pursuant to the immediate direction of the requesting party, but remain subject to the overall or ultimate control of their respective employer.
- I. **“Town”** means the Town of Clarkdale.
- J. **“Tribal Chief of Police”** means the Yavapai-Apache Nation’s Chief of Police.
- K. **“Tribal Police Officers”** mean the Yavapai-Apache Nation’s Authorized Law Enforcement Officers.

Section 2. Request for Back Up Assistance

- A. The Tribal Chief of Police, or his authorized designees, may request law enforcement back up assistance from the Town of Clarkdale when the requesting party deems such assistance necessary for the provision of adequate law enforcement services for the Nation.
- B. The Clarkdale Chief of Police, or his authorized designees, may request law enforcement back up assistance from the Nation when the requesting party deems such assistance necessary for the provision of adequate law enforcement services for the Town.
- C. The Tribal Chief of Police and the Clarkdale Chief of Police shall provide each other with a list of their peace-police officers who meet all meeting-Arizona POST certification and state qualification requirements (ARS §41-1822 and ARS §13-3874) to who will function as authorized law enforcement officers for the purposes of this Agreement.

Section 3. Responding to Request for Back Up Assistance

- A. Upon receiving a request for back up assistance, the Tribal Police Officers or the Clarkdale Police Officers shall be authorized to furnish the requesting party with authorized law enforcement personnel, applicable equipment and/or facilities as deemed appropriate and available by the responding party in order to meet the request for assistance.
- B. Authorized Law Enforcement Officers from either the Yavapai-Apache Police Department or the Clarkdale Police Department, who are on duty and on patrol in their respective jurisdictions, may proceed to assist the requesting party upon notification for assistance to the

dispatch office of the responding party. Under this circumstance, the responding Authorized Law Enforcement Officer(s) shall serve as back up to the requesting law enforcement officer(s). Authorized law enforcement officers responding to a request for assistance shall be deemed Special Duty Officers for the duration of the response.

- C. The first law enforcement officer on the scene and the officer requesting assistance shall prepare written police report(s) documenting the activities involving the officers on the scene along with the activities taken by such officers. The first officer on the scene and the officer requesting assistance may or may not be the same individual.

Section 4. Annual Review

Each year on the anniversary date of this Agreement, the Tribal Chief of Police and the Clarkdale Chief of Police shall review the terms of this Agreement for needed adjustments, if any. If adjustments are needed the parties may negotiate and amend this Agreement pursuant to the terms of Section 14 hereof. During the review, each party shall provide the other with an updated list of their law enforcement officers meeting POST certification and state qualifications for purposes of implementing this Agreement.

Section 5. Scope of Power

- A. Any Tribal Police Officer responding to a request for back up assistance from the Clarkdale Police Department shall have all the powers of the Clarkdale Police Department to enforce the Town's laws or ordinances and any applicable Arizona Revised Statutes.
- B. Any Clarkdale Police Officer responding to a request for back up assistance from the Tribal Police shall have all the powers of Tribal Police Officers to enforce the Nation's laws or ordinances and, to the extent allowed by federal laws or statutes.
- C. When responding to a request for back up assistance, the responding Authorized Law Enforcement Officer, now a Special Duty Officer of the requesting party, shall comply with all applicable statutory provisions concerning enforcement of tribal, federal, state, or local laws. The role of the Special Duty Officer responding to a request for back up assistance is to provide law enforcement support or back up to the requesting party. The senior law enforcement officer on duty for the requesting party shall provide all police supervisory responsibilities over the Special Duty Officer during the pendency of the assistance.

Section 6. Status of Officers

- A. Authorized Law Enforcement Officers who respond to requests for back up assistance pursuant to this Agreement shall be acting as Special Duty Officers on behalf of the requesting party. Special Duty Officer status shall continue during the pendency of the back up assistance until all the activities that prompted the request are completed.
- B. When, pursuant to this Agreement, the Clarkdale Police Department provides police assistance to the Nation, the responding Special Duty Officer will remain under the overall or ultimate control of

the Clarkdale Police Department ~~Chief of Police~~. However, while responding to a request for assistance from the Tribal Police Department, the Special Duty Officer will take immediate supervision and direction from the Tribal Chief of Police or his designated officer in charge.

- C. When, pursuant to this Agreement, the Tribal Police Department provides police assistance to the Town, the responding Special Duty Officer will remain under the overall or ultimate control of the Tribal Chief of Police. However, while responding to a request for assistance from the Clarkdale Police Department, the Special Duty Officer will take immediate supervision and direction from the Clarkdale Chief of Police or his designated officer in charge.
- D. The Nation and the Town understand that ~~police officers~~ Authorized Law Enforcement Officers responding to requests for back up assistance under the terms of this Agreement remain the employees of their respective employers. Unless otherwise provided by this Agreement, the Nation and the Town shall remain liable for their own ~~police officer's~~ Authorized Law Enforcement Officer's salaries, benefits, workmen compensation, and civil liabilities. While responding to a request for assistance, each Special Duty Officer is deemed to be performing regular duties for the party for which they are regularly employed.

Section 7. Immunities

- A. All immunities from liability and exemptions from laws, ordinances, and regulations enjoyed by Special Duty Officers in their own jurisdiction shall be effective in the requesting jurisdiction while a Special Duty Officer is responding to a request for assistance.
- B. All immunities enjoyed by Tribal Police Officers under the Nation's law shall inure to the benefit of the Clarkdale Police Officers when the Clarkdale Police Officers are responding to a call for assistance from the Nation. To the extent allowed by federal law, all immunities enjoyed by Tribal Police Officers under federal law shall inure to the benefit of the Clarkdale Police Officers when the Clarkdale Police Officers are responding to a call for assistance from the Nation.
- C. All immunities enjoyed by the Clarkdale Police Officers under the state or federal law shall inure to the benefit of the Tribal Police Officers when the Tribal Police Officers are responding to a call for assistance from the Town.
- C.D. The Yavapai-Apache Nation is a federally recognized Tribe which enjoys sovereign immunity. Nothing in this Agreement shall be construed to constitute a waiver of the sovereign immunity of the Yavapai-Apache Nation, its agents, employees, or attorneys, for any purpose whatsoever.

Section 8. Hold Harmless; Indemnification

- A. While responding to calls for assistance pursuant to the terms of this Agreement, the parties hereto agree to waive all claims against each other unless such claims are proximately caused by the negligence or willful misconduct of the non-claimant's officers.

- B. To the extent provided by law, the Nation and the Town shall be legally responsible only for the acts of its own law enforcement officers and employees. Under no circumstances shall either the Nation or the Town be held liable for the officer and/or employee acts of the other performed pursuant to this Agreement.
- C. To the extent permitted by law, the Nation and the Town shall indemnify and hold each other harmless for, from and against all claims, judgments, orders, decisions, losses and expenses or liability-liabilities whatsoever, including but not limited to reasonable attorney's fees, brought by third parties for damages that may arise arising out of or resulting from the intentional or negligent acts of their Authorized Law Enforcement Officers the activities of their officers while performing pursuant to the terms of this Agreement.

Section 9. Insurance

The Nation and the Town agree to maintain, for the duration of this Agreement, liability insurance or a suitable program of self-insurance adequate and necessary to cover the duties, responsibilities, liabilities and indemnities set forth in this Agreement. Any purchased insurance or self-insurance maintained by a party, when such party is an indemnitee, shall not contribute to the insurance of the indemnitor. All insurance policies required under this Section 9 shall not expire during the term of this Agreement.

Section 10. Costs

- A. The Nation and the Town shall each assume the costs incurred by their ~~own law enforcement officers~~ respective Authorized Law Enforcement Officers while performing under this Agreement. The costs identified in this Section are defined as those expenses associated with routine law enforcement duties and responses to calls for back up assistance occurring during regular work shifts. In the unlikely event that the Responding Party needs to assign officers Authorized Law Enforcement Officers not on regular work shifts in order to respond to a request for assistance, the Requesting Party shall pay the going rate for the Special Duty Officer performing overtime services to the Responding Party.
- B. For special events occurring within the jurisdiction of a party, that party may request the ~~law enforcement~~ Authorized Law Enforcement Officer back up assistance from the other party for purposes of assignment to assist at the special event. Such request for additional officers shall be paid according to the going rate for performing overtime services, which payment shall be the responsibility of the party holding the special event.

Section 11. Meetings

The Tribal Chief of Police and the Clarkdale Chief of Police and/or their designees shall meet quarterly to discuss needed procedures and to resolve issues of mutual concern arising from the implementation or execution of this Agreement. To prepare for these meetings, the Tribal Chief of Police and the Clarkdale Chief of Police should apprise each other beforehand of the concerns to be raised in order to develop responses and proposed resolutions for discussion during the meetings.

Section 12. Duration of Agreement

Unless sooner terminated pursuant to Section 13, the term of this Agreement shall be for a one year period commencing upon approval of both parties and ending on December 31, 2016. The Agreement shall automatically renew for additional one year periods unless written notice of termination is sent to the other party thirty (30) days prior to the expiration date of the Agreement then-current term.

Section 13. ~~Revocation~~ Termination of the Agreement

Either party may ~~revoke~~ terminate this Agreement. To ~~revoke~~ terminate, the Nation or the Town shall take formal action ~~revoking~~ terminating this Agreement and send written notice of the ~~revocation~~ termination to the other party pursuant to Section 18. The ~~revocation~~ termination shall become effective after thirty (30) calendar days from the date the ~~revocation~~ notice of termination is sent. No response from the receiving party is necessary to effectuate the ~~revocation~~ termination.

Section 14. Dispute Resolution

In the event of a dispute, claim or controversy ("dispute") arising out of or related to this Agreement, the parties agree that it is in their mutual best interest to meet as promptly as possible for the purpose of informally resolving said dispute. The Tribal Chief of Police and the Clarkdale Chief of Police shall first attempt to resolve said dispute by mutual agreement. In the event the Tribal Chief of Police and the Clarkdale Chief of Police cannot resolve the dispute after a good faith attempt, they shall submit the dispute to the Chairman of the Nation or his designee and the Mayor of Clarkdale or his designee, who shall attempt to resolve said dispute by mutual agreement. In the event the Chairman or his designee and the Mayor or his designee cannot resolve the dispute after a good faith attempt, the parties agree to participate in mediation of the dispute through the services of a mutually agreed upon mediator, the costs to be shared equally between the parties.

Section 1415. Amendments

This Agreement shall not be amended except through a written instrument formally executed by the governing bodies of both parties hereto.

Section 1516. Saving

- A. This Agreement shall not confer any authority or jurisdiction to the Town of Clarkdale or state or municipal courts, which authority or jurisdiction the Town or courts would not otherwise have.
- B. This Agreement shall not confer any authority or jurisdiction to the Yavapai-Apache Nation, which authority or jurisdiction the Nation would not otherwise have.
- C. Nothing in this Agreement shall be construed to:
 1. cede one party's jurisdiction to the other party;
 2. waive any applicable immunities;

3. modify the legal requirements for arrest, search or seizure, or the legal rights of any person;
4. accomplish any act that violates tribal, state, or federal law; or
5. subject the parties to any liability they would otherwise not be subject to by operation of law.

Section 1617. Severability

The provisions of this Agreement cannot be severed. Should any provisions be held invalid or unenforceable, the remainder of the Agreement shall be terminated at the time of the invalidity of any provision hereto becomes effective. Upon termination pursuant to the terms of this Section, the parties shall meet to negotiate new terms for the provisions found invalid to overcome the basis for the finding of invalidity and for purposes of entering into a new agreement.

Section 1718. Notice

- A. Any notice required or permitted to be given under this agreement shall be deemed sufficient if given in writing and sent by registered or certified mail to:

Chairman
 Yavapai-Apache Nation
 2400 W. Datsi
 Camp Verde, AZ 86322

Town Clerk
 Town of Clarkdale
 PO Box 308
 Clarkdale, AZ 86324

- B. This Agreement constitutes the entire Agreement between the parties. All written agreements previously entered into between the parties regarding mutual aid and/or cross-deputization of officers are mutually rescinded upon execution of this Agreement. Should this Agreement be invalidated in any way, previous agreements shall not be resurrected by such invalidity.
- C. The effective date of this Agreement shall be on the date of the last signature of the required parties needed to sign this Agreement. The signed Agreement shall be made immediately available to the Tribal Chief of Police and the Clarkdale Chief of Police.

IN WITNESS WHEREOF, the parties have executed this Agreement the date and year as set forth below:

By: _____
 Chairman

By: _____
 Mayor

Date: _____

Date: _____

By: _____
Tribal Chief of Police

Date: _____

Approved as to Form:

By: _____
Tribal Attorney General

Date: _____

By: _____
Clarkdale Chief of Police

Date: _____

By: _____
Town Attorney

Date: _____



Staff Report

Agenda Item: **Call of Election** – Approval of a Call of Election for an August 30, 2016, Primary Election for Mayor, two Councilmembers, a Proposition for the Permanent Base Adjustment and a General Election to be held on November 8, 2016.

Staff Contact: Kathy Bainbridge, Town Clerk/Finance Director

Meeting Date: March 22, 2016

Background: The Call of Election will designate the election dates, the purpose for the election (Mayor, Councilmembers and Proposition on Permanent Base Adjustment), the deadline for voter registration, and the place and date for candidates to file nomination papers.

Recommendation: Approval of a Call of Election for an August 30, 2016, Primary Election for Mayor, two Councilmembers, a Proposition for the Permanent Base Adjustment and a General Election to be held on November 8, 2016.

**CONVOCACIÓN DE UNA ELECCIÓN
AVISO PÚBLICO DEL PUEBLO DE CLARKDALE**

Por la presente se da aviso que el Pueblo de Clarkdale celebrará elecciones como lo siguiente:

Elección Primaria:	30 de agosto de 2016
Elección General:	8 de noviembre de 2016
Cargos que se ocuparán:	Alcalde, plazo de cuatro años Dos Miembros del Concejo, plazo de cuatro años
Proposiciones, si las hay en la Elección:	Una resolución proponiendo un arreglo permanente al base del límite de gasto de el Pueblo de Clarkdale.
Distribución de Paquetes de Candidatura:	1 de marzo de 2016
Información y paquetes de candidatura están disponibles en el:	Edificio de Administración del Pueblo de Clarkdale 39 N Ninth Street Clarkdale, AZ 86324
Última Fecha para Entablar Paquetes de Candidatura:	Los Paquetes de Candidatura no se pueden entablar en la Oficina de la Secretaria Municipal antes de las 8:00 a.m. el 2 de mayo de 2016 o después de las 5:00 p.m. el 1 de junio de 2016.
Última Fecha para Inscribirse para Votar	Elección Primaria: 1 de agosto de 2016 Elección General: 10 de octubre de 2016

Cualquier candidato que reciba una mayoría de los votos emitidos en la Elección Primaria será declarado elegido sin tener que participar en la Elección General. El Departamento de Elecciones del Condado Yavapai administrará la elección de parte del Pueblo de Clarkdale.

<i>Kathy Bainbridge</i>	<u>22 marzo, 2016</u>
Kathy Bainbridge, Secretaria Municipal	Fecha

Para Información Adicional, Comuníquese con: Kathy Bainbridge, Secretaria Municipal
Pueblo de Clarkdale, Apartado Postal 308, Clarkdale, AZ 86324
Teléfono: (928) 639-2445, TTY: 1-800-367-8939
Correo Electrónico: kathy.bainbridge@clarkdale.az.gov



Staff Report

Agenda Item: **SciTech STEAM Week Proclamation** – Approval of a proclamation designating April 2-9, 2016 as SciTech STEAM Week.

Staff Contact: Jodie Filardo, Community & Economic Development Director

Meeting Date: March 22, 2016

Background: The Arizona SciTech Festival is an eight-week celebration of Science and Technology in Arizona, sponsored by the Arizona Board of Regents, Arizona Commerce Authority, Arizona Science Center, Arizona State University, Arizona Technology Council Foundation, and the University of Arizona.

Festival events occur in venues throughout the State and celebrate the importance of STEAM (science, technology, engineering, art, math) education and its role in our state's economic growth. The Town of Clarkdale in collaboration with Yavapai College, Verde Valley Campus, provided leadership and collaborated on the first Verde Valley SciTech EXPO March 29, 2014, held at 601 Black Hills Drive, Clarkdale. The Town of Clarkdale and Yavapai College will partner with local municipalities, educational organizations, non-profits and businesses April 8, 2016, for the third annual Verde Valley SciTech EXPO.

Verde Valley SciTech EXPO participants' joint goal is to showcase the amazing STEAM accomplishments throughout our communities and inspire our next generation of STEAM enthusiasts and leaders.

Recommendation: Approval of a SciTech STEAM Week Proclamation



PROCLAMATION

SciTech STEAM Week - April 2-9, 2016

WHEREAS, the Arizona SciTech Festival is an eight-week celebration of Science and Technology in Arizona, sponsored by the Arizona Board of Regents, Arizona Commerce Authority, Arizona Science Center, Arizona State University, Arizona Technology Council Foundation, and the University of Arizona; and

WHEREAS, festival events occur in venues throughout the State and celebrate the importance of STEAM (science, technology, engineering, art, math) education and its role in our state's economic growth; and

WHEREAS, the Town of Clarkdale in collaboration with Yavapai College, Verde Valley Campus, provided leadership and collaborated on the first Verde Valley SciTech EXPO March 29, 2014, held at 601 Black Hills Drive, Clarkdale; and

WHEREAS, Verde Valley SciTech EXPO participants' joint goal is to showcase the amazing STEAM accomplishments throughout our communities and inspire our next generation of STEAM enthusiasts and leaders; and

WHEREAS, a framework has been created and partners throughout the Verde Valley will bring content, venues, events and promotions to promote STEAM; and

WHEREAS, the Verde Valley SciTech EXPO is a success story about rural Arizona relationships, partnerships, collaboration and enthusiasm and includes all sectors of the community; and

WHEREAS, the Town of Clarkdale and Yavapai College will partner with local municipalities, educational organizations, non-profits and businesses April 8, 2016, for the third annual Verde Valley SciTech EXPO.

NOW, THEREFORE, BE IT RESOLVED, that I, Doug Von Gausig, Mayor of the Town of Clarkdale, do hereby proclaim April 2-9, 2016, as

SciTech STEAM Week

IN WITNESS WHEREOF, I have set my hand to be affixed this 22nd day of March 2016.

Doug Von Gausig, Mayor



Staff Report

Agenda Item: **SBA TOWERS IX, LLC OPTION AND LAND LEASE WORK SESSION:** Discussion and consideration for authorization to begin negotiations regarding an Option and Land Lease with SBA Towers IX, LLC for a wireless facility.

Staff Contact: Beth Escobar

Meeting Date: March 22, 2016

Presented to: Town Council

Background:

Upon approval of the conditional use permit for the wireless facility proposed to be located on Town-owned property at 555 Miller Road, staff conducted an internal review of the 'Option & Land Lease' document submitted by SBA Towers IX. Upon compilation of several edits, the document was sent to the Town attorney for review.

Recommendation

Staff is seeking Council authorization to begin negotiations with SBA Towers IX.



Staff Report

Agenda Item: **CONSTRUCTION MANAGER AT RISK (CMAR)
CONTRACTING PRESENTATION WORKSESSION – A**
worksession to discuss the Construction Manager At Risk (CMAR)
process.

Meeting Date: March 22, 2016

Prepared By: Wayne Debrosky, Public Works/Utilities Director

Background: Procurement Methods – Arizona Revised Statutes 34-602 details a number of project delivery methods that are available for design and construction services for public entities in Arizona. Under the statute, a public procurement officer agent may procure design services, construction and construction services, as applicable, under any of the following project delivery methods:

1. Design-Bid-Build (D-B-B).
2. Construction-Manager-At-Risk (CMAR).
3. Design-Build (D-B).
4. Job-Order-Contracting (JOC).

While the Town of Clarkdale has frequently used three of the above methods, we have not (to this point) utilized the Construction-Manager-At-Risk (CMAR) process. The Town Attorney has determined that the CMAR process can be used by the Town of Clarkdale as an approved procurement method for Town projects to obtain construction services.

CMAR provides both consulting and construction services to an owner. The CMAR procurement process allows the owner (public entity) to select a design professional and a contractor separately. But, instead of designing the entire project and then bringing on a contractor, CMAR lets the public entity bring a contractor on board early in the design process. The relationship among the three key parties (owner, design professional, and CMAR contractor) are collaborative, trusting, and non-adversarial. This kind of relationship produces a more manageable, predictive project which saves time, money, and change orders.

The CMAR works with the design engineer as the owner's consultant during the design phase. The CMAR will provide these pre-construction services as a fixed fee or based on percentage.

Consulting services provided by the CMAR during the design phase would include:

- Value engineering and providing constructability review comments which are incorporated into the project design.

- Advice regarding material selections, material costs, and cost escalations.
- Detailed construction cost estimates and cost model that validates the project budget.
- Construction sequencing and scheduling.
- Utility company coordination, utility conflict identification, and the resolution of any identified utility conflicts.
- Early establishment of the contractor's indirect costs such as general conditions, fees, bonds, insurance, taxes, and overhead.

Construction services provided by the CMAR during the construction phase would include:

- Serves as the general contractor during construction. This includes the procurement of materials and equipment, awarding and managing all construction related contracts and sub-contracts while meeting the Town goals of including local firms, and dealing with owner issues.
- Coordinates with various Town Departments and other agencies, utility companies, vendors, etc.
- Schedule and maintain site operations.
- Provide quality control and testing.
- Bond and insure the construction, as required by the contract.
- Comply with all federal, state and local permitting requirements.
- Maintain a safe work site for all project participants.
- Prepare and turn over record drawings and as-builts.

Hiring a CMAR Firm requires an owner to publish public notice requesting either a Request for Proposals (RFP) or Request for Qualifications (RFQ). If the owner selects the RFQ process it is qualification based only and price cannot initially be considered. Once responses are received for an RFQ the firms are evaluated and ranked. The owner would then negotiate with the highest ranked firm to secure CMAR services. If no agreement is reached with the highest ranked firm the owner can end those negotiations and move into negotiations with the next highest ranked firm.

When using an RFQ process there is no price at the outset, but an agreement on terms. Once the design is almost complete the design professional and the CMAR firm will prepare a project cost model for the project which reflects the project budget and the construction cost estimate for the project. The owner and CMAR Firm enter into a Guaranteed Maximum Price (GMP) addendum for pricing the construction work once the design work is completed. The GMP will comply with the project cost model and project budget.

Our Public Works/Utilities Director has evaluated our various state approved procurement options, and believes that the Town would be best served utilizing a CMAR process for the Upper Clarkdale Water Line Replacement Project. This work session is meant to brief the Council on this procurement method and discuss benefits in using this procurement option for the Upper Town Water Main Replacement Project.

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



Staff Report

Agenda Item: **A RESOLUTION PROPOSING A PERMANENT ADJUSTMENT TO THE 1979-80 BASE EXPENDITURE LIMITATION OF THE TOWN OF CLARKDALE** – Discussion and consideration of Resolution #1515, a Resolution submitting a permanent base adjustment to the voters of the Town of Clarkdale.

Staff Contact: Kathy Bainbridge, Clerk-Finance Director

Meeting Date: March 22, 2016

Background: 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. In fact, Clarkdale voters have approved the Town of Clarkdale to operate under a temporary alternative expenditure limitation (Home Rule Option) during elections every four years since 1980.

Similar to Temporary Alternative Expenditure Limitation (Home Rule), a Permanent Base Adjustment is an adjustment to the maximum amount of money the Town would otherwise be allowed to spend under state law. Just like Home Rule, 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 than it has, it simply asks voters to allow the Town to spend the money it collects. Unlike Home Rule, a Permanent Base Adjustment is designed to serve the town for a longer period of time, so the need to hold special elections every four years is alleviated.

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. The following chart shows the Expenditure Limitation approved by Clarkdale voters in the 2014 election. It also illustrates that a Permanent Base Adjustment does not increase taxes or allow the Town to spend more money than it has, it simply asks voters to allow the Town to spend the money it collects. As you can see on the chart below, the actual budget adopted by the Town Council in 2015-16 was significantly less than the expenditure that was approved by voters:



Staff Report

Year	Expenditure Limitation (Home Rule Option) Currently Approved by Clarkdale Voters	Actual Budget Adopted by Town Council
2015-16	\$21,268,974	\$16,720,460
2016-17	\$22,332,423	
2017-18	\$23,449,044	
2018-19	\$24,570,908	

The 1979/80 original base limit for the Town of Clarkdale was \$255,616 and the 1978 population was 1,200. Those two numbers are still used by the State as the base for Clarkdale's expenditure limitation calculation. The first portion of the calculation divides the the current year population estimate, as provided by the State Demographer, by the 1978 population to determine a population factor. The second portion of the calculation uses the most recent inflation factor, as issued by the Arizona Department of Revenue, which are issued 3-4 times a year. The projected state imposed limitation is calculated by multiplying the 1979-80 base limit of \$255,616 by the applicable population factor and inflation factor.

The question being brought to the voters asks for the expenditure base (\$255,616) to be permanently adjusted by \$3,000,000.

If approved, the new 1979/80 base limit would be \$3,255,616 and that number would then be used to calculate the annual expenditure limitation by multiplying with the applicable population factor and inflation factor. We feel that the projected state imposed expenditure limitation of \$3,000,000, as calculated annually by the State, will allow the Town of Clarkdale to set annual budgets based upon revenues collected throughout the next decade.

For example:

Fiscal Year	New Proposed 1979-1980 Base Limit	Population Factor	Inflation Factor	Project State Imposed Limitation
2017-2018	\$3,255,616	3.5250	2.9743	\$34,133,204.81

In an effort to determine the dollar amount to increase the original base limit, we projected out our actual 2015-2016 budget of \$16,720,460 by 5% each year to the year 2030, which resulted in a projected budget in 2029-30 of \$33,000,000.

Just like the Home Rule Option, 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



Staff Report

(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.

Recommendation: Approval of Resolution #1515, a Resolution Proposing a Permanent Adjustment to the 1979-80 Base Expenditure Limitation of the Town of Clarkdale being submitted to the voters of the Town of Clarkdale.

RESOLUTION # 1515

A RESOLUTION PROPOSING A PERMANENT ADJUSTMENT TO THE 1979-80 BASE EXPENDITURE LIMITATION OF THE TOWN OF CLARKDALE

WHEREAS, THE ARIZONA STATE CONSTITUTION PERMITS THE SUBMISSION TO THE VOTERS OF A CITY OR TOWN OF A PERMANENT ADJUSTMENT TO THE BASE EXPENDITURE LIMITATION; AND

WHEREAS, THE TOWN COUNCIL OF CLARKDALE HAS DETERMINED THAT A PERMANENT BASE ADJUSTMENT IS NECESSARY FOR THE TOWN OF CLARKDALE.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF CLARKDALE THAT THE FOLLOWING PERMANENT BASE ADJUSTMENT BE SUBMITTED TO THE VOTERS OF THE TOWN OF CLARKDALE.

SHALL THE EXPENDITURE BASE OF THE TOWN OF CLARKDALE BE PERMANENTLY ADJUSTED BY \$3,000,000.00?

PASSED AND ADOPTED BY THE TOWN COUNCIL OF CLARKDALE, THIS 22nd DAY OF MARCH, 2016.

Doug Von Gausig, Mayor

ATTEST:

Kathy Bainbridge, Town Clerk

APPROVED AS TO FORM:

Town Attorney

RESOLUCION £ 1515

UNA RESOLUCION PROPONIENDO UN ARREGLO PERMANENTE AL BASE DEL LIMITE DE GASTO DE EL PUEBLO DE CLARKDALE

CONSIDERANDO QUE, LA CONSTITUCION ESTATAL DE ARIZONA PERMITE LA SUMISION A LOS VOTANTES DE UNA CIUDAD O PUEBLO UN ARREGLO PERMANENTE AL BASE DEL LIMITE DE GASTO; Y

CONSIDERANDO QUE, EL CONSEJO DE EL PUEBLO DE CLARKDALE HA DETERMINADO QUE UN ARREGLO PERMANENTE AL BASE DEL LIMITE DE GASTO ES NECESARIA PARA EL PUEBLO DE CLARKDALE.

AHORA, POR LO TANTO, SEA RESUELTO POR EL CONSEJO DE EL PUEBLO DE CLARKDALE QUE LA SIGUIENTE ARREGLO PERMANENTE AL BASE DEL LIMITE DE GASTO SEA SOMETIDA A LOS VOTANTES DE EL PUEBLO DE CLARKDALE.

DEBERA SER ARREGLADO PERMANENTAMENTE EL BASE DE GASTO DE EL PUEBLO DE CLARKDLALE POR \$3,000,000.00?

PASADO Y ADOPTADO POR EL CONSEJO DE EL PUEBLO DE CLARKDALE, ESTE 22 DIA DE MARZO, 2016.

Doug Von Gausig, Alcalde

ATESTIGUA:

Kathy Bainbridge, Secretary de el Pueblo

APROBADO EN FORMA:

Procurador de el Pueblo



Staff Report

Agenda Item: **FISCAL YEAR 2016-2017 PRELIMINARY BUDGET WORKSESSION**– A worksession with the Council regarding the Preliminary Budget for FY 16-17.

Staff Contact: Kathy Bainbridge, Clerk/Finance Director

Meeting Date: March 22, 2016

Background: A Power Point presentation of the 2016-2017 Fiscal Year Preliminary Budget will show the combination of projected expense and revenue reductions/increases throughout the Enterprise Funds which include the Water Fund, Sewer Fund, Sanitation Fund and Cemetery Fund. These projections will be fine tuned as we continue to receive additional information over the next two months.

Several dates should be kept in mind during the budgeting process. State law requires that, on or before the third Monday of July of each fiscal year, the Town Council must adopt a preliminary budget. Functionally though, the Town of Clarkdale adopts a preliminary budget prior to June 30th so that the staff has a guideline for expenditures on July 1st, which is the beginning of the fiscal year. The preliminary budget sets the maximum “limits” for expenditures.

There is no specific date set by state law for adoption of the final budget. However, the deadline for adoption of a property tax levy is the third Monday in August. Since state law requires a period of at least fourteen days between adoption of the final budget and adoption of the tax levy, the deadline for adoption of the final budget becomes the first Monday in August.

Proposed Timeline:

March 22, 2016	Preliminary Budget Worksession
April 26, 2016	Preliminary Budget Worksession
May 24, 2016	Preliminary Budget Worksession
June 14, 2016	Preliminary Budget Worksession (If Needed)
June 28, 2016	Approval of Preliminary Budget
July 26, 2016	Public Hearing for: Final Budget Property Tax Levy Truth In Taxation Resolution on Primary Property Tax Rate
August 9, 2016	Adoption of Final Budget Adopt Property Tax Levy

Recommendation: This is a worksession only and no action by Council is required.