



**NOTICE OF A REGULAR MEETING OF THE COMMON COUNCIL
OF THE TOWN OF CLARKDALE
Tuesday, August 9, 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, August 9, 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 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 August 4, 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 July 12, 2016 and Special Meeting July 26, 2016.
 - B. **Claims** - List of specific expenditures made by the Town during the previous month. July, 2016 check log and PPE dated July 9 and July 23, 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 July 27, 2016
 - Design Review Board minutes of the meeting held July 6, 2016
 - Planning Commission minutes of the meeting held July 19, 2016
 - Community Services Commission minutes of the meeting held July 13, 2016
 - Public Safety Personnel Retirement Board minutes of the meeting held May 25, 2016
 - Municipal Property Corporation minutes of the meeting held July 6, 2016
 - D. **Proclamation Proclaiming August 21 – 27, 2016 as Employer Support of the Guard and Reserve Week** – Approval of a Proclamation declaring August 21 – 27, 2016 as Employer Support of the Guard and Reserve Week.
 - E. **Intergovernmental Agreement for Police Dispatch Services** – Approval of the 2016-2019 Intergovernmental Agreement between the Town of Camp Verde and the Town of Clarkdale for Police Dispatch Services.

NEW BUSINESS

5. **YAVAPAI ANTI-TOBACCO COALITION OF YOUTH PRESENTATION** – A presentation by representatives from the Yavapai Anti-Tobacco Coalition of Youth (YATCY), a youth based group focused on educating communities on the harmful effects of smoking.
6. **SPECTRUM OVERVIEW OF MOBILE CRISIS RESPONSE TEAM** – Presentation by April Razo, Chief Executive Officer of Spectrum.
7. **PUBLIC HEARING REGARDING AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE CREATING ARTICLE 8-8-1, BUSINESS**

REGULATIONS, MOBILE FOOD VENDOR/FOOD TRUCKS OF THE TOWN OF CLARKDALE TOWN CODE, ADOPTING A DEFINITION FOR MOBILE FOOD VENDORS AND ADOPTING REGULATIONS FOR MOBILE FOOD VENDORS/FOOD TRUCKS WITHIN THE TOWN OF CLARKDALE, PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, PROVIDING FOR SEVERABILITY AND PROVIDING FOR PENALTIES – a hearing to gather information from the public regarding mobile food vendors/food trucks.

8. **AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE CREATING ARTICLE 8-8-1, BUSINESS REGULATIONS, MOBILE FOOD VENDOR/FOOD TRUCKS OF THE TOWN OF CLARKDALE TOWN CODE, ADOPTING A DEFINITION FOR MOBILE FOOD VENDORS AND ADOPTING REGULATIONS FOR MOBILE FOOD VENDORS/FOOD TRUCKS WITHIN THE TOWN OF CLARKDALE, PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, PROVIDING FOR SEVERABILITY AND PROVIDING FOR PENALTIES** – Discussion and possible action regarding Ordinance #374, Mobile Food Vendor/Food Trucks.
9. **AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, YAVAPAI COUNTY, ARIZONA, SETTING FORTH THE VALUATIONS OF PROPERTY IN THE TOWN OF CLARKDALE FOR THE YEAR #375 ALONG WITH ADOPTING THE TAX LEVY FOR SAID PROPERTY** – Discussion and consideration of Ordinance #375, adopting the tax levy and setting the valuations of property in the Town of Clarkdale for fiscal year 2016-2017.
10. **FUTURE AGENDA ITEMS** - Listing of items to be placed on a future council agenda
11. **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, July 12, 2016**

A Regular Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, July 12, 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 6:00 P.M. by Mayor Von Gausig.

Town Council:

Mayor Doug Von Gausig
Vice Mayor Richard Dehnert
Councilmember Scott Buckley

Councilmember Bill Regner
Councilmember Curtiss Bohall

Town Staff:

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

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

There was no public comment.

REPORTS

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

Mayor Von Gausig's Report –

- 06/27/2016 – Met with Jocelyn Gibbon (Friends of Verde River Greenway) to discuss Groundwater Exchange
- 07/08/2016 – Read log tags in Bitter Creek for temperature statistics

Vice-Mayor Dehnert's Report –

- 06/23/2016 – Attended NACOG Regional Council Meeting
- 06/24/2016 – Attended Block Party
- 07/02/2016 – Inspected Town Park storm damage on tents for 4th of July event
- 07/04/2016 – Emceed program in park, attended 4th activities and went on river trip
- 07/07/2016 – Taught mental health first aid class in Prescott Valley

Councilmember Bohall's Report –

- 06/24/2016 – Attended Block Party
- 07/09/2016 – Attended Concert in the Park

Expressed appreciation for work of the Fire and Police Personnel.

Councilmember Regner's Report –

- 06/15/2016 – Attended VVBAC meeting
- 06/28/2016 – Attended Regional Chamber Mixer at the Blazin' M Ranch
- 06/29/2016 – Met with Paul Chevalier, chair from VVBAC
- 07/04/2016 – Attended 4th of July activities
- 07/08/2016 – Read log tags in Bitter Creek for temperature statistics

Councilmember Buckley's Report –

- 06/24/2016 – Attended Block Party
- 07/04/2016 – Attended July 4th Town Parade

Town Manager Mabery's Report –

- River statistics: Our numbers are increasing each month. In June there were 453 commercial customers. So far we've had 1085 people on river. Of that number, 71% were on guided trips and 24% were on interpretive trips and 5% on unguided trips.
- Gave report on Pokemon Go which is the newest app that is creating interesting happenings in Clarkdale. Clarkdale Police Department is issuing cautions to be safe while having fun.
- Upcoming events: July 23rd Concert in the Park (Cadillac Angels), July 29th Downtown Business Alliance Block Party, August 2nd National Night Out (new officers on the force will be there so will be a good opportunity to meet them). Police Department is rolling out new assignments for Neighborhood Officer Program. Hope to have a good turnout.

Organizational Reports – Reports regarding regional organizations.

CAT/ VVTPO – Cottonwood Area Transit and the Verde Valley Transportation Planning Organization

& other transportation affiliations. Councilmember Bohall –

- VVTPO – no report
- CAT – no report

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

- 06/23/2016 – Attended meeting in Flagstaff; annual bookkeeping topics; approved Amendment Five of the FY 15-23 Transportation Improvement Plan – the Plan Amendment inadvertently dropped the \$95,586 (the design part) that Clarkdale is including in its grant for the Safe Routes to School Program. Vice Mayor Dehnert caught the omission and brought it to the attention of the committee and the funds were brought back. Since that time an IGA with the Town to increase the funding to \$358,000. Once that is approved by the Council another amendment will be written.

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

- No report

VRBP – Verde River Basin Partnership. Mayor Von Gausig –

- No report

VVLP – Verde Valley Land Preservation. Councilmember Regner –

- No report

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

- Dr. James Perey was designated by the College as the Verde Valley Advocate. His new title is Executive Dean/Campus Executive Officer for the Verde Valley and Director of University/Governmental Relations for the college district. There was discussion about the Sedona Center's Culinary and Hospitality Programs as well as the financing for the programs.

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 June 14, 2016 and Special Meeting June 28, 2016.
- B. Claims** - List of specific expenditures made by the Town during the previous month. June, 2016 check log and PPE dated May 28, June 2, June 11, and June 25, 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 June 22, 2016
 Community Services Commission minutes of meetings held May 11, 2016 and June 8, 2016
 Design Review Board minutes of the meeting held June 1, 2016
 Planning Commission minutes of the meeting held June 21, 2016

- D. Proclamation Proclaiming the Month of August 2016 as Drowning Impact Awareness Month** – Approval of a Proclamation declaring the month of August, 2016 as Drowning Impact Awareness Month.

Councilmember Buckley moved to accept Consent Agenda items A – D as presented. Councilmember Regner seconded the motion. The motion passed unanimously.

NEW BUSINESS

MOBILE FOOD VENDORS/FOOD TRUCKS WORKSESSION - Discussion/ regarding draft changes to Chapter 8 of the Town Code adding Section 8-7 adopting regulations for Mobile Food Vendors/Food Trucks.

Food trucks have always been a popular venue in urban areas and generated approximately \$650 million in revenue in 2012 according to research done by the National Restaurant Association.

Staff has received several inquiries about whether food trucks are allowed in the Town of Clarkdale. Current codes do not directly address food trucks or mobile food vendors. When Nathan and Miranda Wagner approached Community Development staff about a food truck for reJuice, it was determined this is a permitted use on an already developed commercial property.

The strenuous permit process required by the Yavapai County Health was completed and reJuice opened in the back parking lot of Nate’s Cowboy Café on June 23, 2016.



Purpose:

Since there is currently no code or policy addressing mobile food vendors not connected with an existing business, an ordinance amending Town Code has been drafted addressing food safety, impact on public facilities and compatibility with other properties.

The required permitting through Yavapai County Health Department addresses the health safety concerns regarding mobile food vendors. Any mobile food vendor operating without this permit would immediately be shut down.

To mitigate any potential negative impact to surrounding residential properties the draft ordinance prohibits placement of a mobile food units in an area adjacent to existing residential uses.

Otherwise, placement on private property is restricted to the side or rear yard if not adjacent to residential uses, or in an existing parking area as long as placement doesn't negatively impact parking availability or pedestrian access into the existing business. The ordinance requires the mobile food vendor have the property owner's permission before setting up on a property.

Placement on public (Town) property would be permitted through either an association with an approved special event permit or a vendor's license for a Town sponsored event. In either case, Town staff would have the opportunity to review placement of the unit in relation to its impact on surrounding businesses and properties.

A requirement making the vendor responsible for trash removal around the site is included in the draft ordinance.

To minimize impact, signage shall be limited to graphics on the unit and lighting on the unit shall be fully shielded.

Mobile food vendors shall be required to have an annual business license, and would be required to pay the vendor booth fees associated with Town events. Existing businesses who have an annual business license and branch out into mobile food vending would not be required to have an additional business license.

Revenue Implications

In addition to extra business license fees, additional sales taxes could be generated through mobile food vendors since, per the Arizona Department of Revenue, food sold by mobile vendors is subject to transaction privilege tax (TPT).

Review and Input

The draft ordinance has been distributed to the Community Services Department, the Clarkdale Downtown Business Alliance and other local businesses for review.

Recommended Changes:

In staff's opinion, the above recommended changes ensure public health and safety issues are addressed while promoting mobile food vendors as an added value to the community and an additional revenue source. Allowing mobile food vendors can promote diversification of the local economy and entrepreneurial growth. Use of these units can be a benefit for existing businesses featuring food trucks in a promotional event.

Senior Planner Beth Escobar presented information to council on this agenda item. She explained that as this is a change to the town code it has not been presented to the Planning Commission.

Mayor Von Gausig suggested the standards be broken into two or three sections with different headings – 1) if associated with existing business; 2) not associated with an existing business; and 3) trucks not associated with an existing business that is located in a semi-permanent location.

Discussion followed about the time limits on parking a food truck that is not associated with an existing business and how that association would be defined. Defining what qualifies as a food truck should also be included in the re-organization of the code.

Council also directed that clarification in item “L” made for allowable locations of food truck operations.

This is a discussion item only. Staff is requesting input from Council on how to proceed with these proposed changes.

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF CLARKDALE, YAVAPAI COUNTY, ARIZONA, REPEALING CHAPTER 13, FLOOD DAMAGE PREVENTION, OF THE CLARKDALE TOWN CODE IN ITS ENTIRETY, AND RECREATING CHAPTER 13, FLOOD DAMAGE PREVENTION, SECTION 13-1-1, ESTABLISHMENT OF SPECIAL FLOOD HAZARD AREAS, OF THE CLARKDALE TOWN CODE; ADOPTING BY REFERENCE REVISED FLOOD INSURANCE STUDY AND FLOOD INSURANCE RATE MAPS, AND FLOODPLAIN MANAGEMENT REGULATIONS FOR YAVAPAI COUNTY, ARIZONA; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PENALTIES –
Discussion and possible action regarding Ordinance # 373 regarding Chapter 13, Flood Damage Prevention of the Town Code.

The Town of Clarkdale has been part of the National Flood Insurance Program (NFIP) as a separate community since December 1982. Under the National Flood Insurance Program the Town is the entity responsible for floodplain administration. The Building Official maintains the necessary information and records for affected properties within the Town. Each community that participates in the National Flood Insurance Program is required to adopt floodplain management regulations consistent with Federal and State criteria. The Flood Control District of Yavapai County has adopted Floodplain Regulations that meet the requirements of the National Flood Insurance Program. The Town's relationship with the Yavapai County Flood Control District has been one of co-operation and education with the property owners living in areas designated as flood prone.

Building Inspector Paul Grasso addressed the council with information on this agenda item. Updates to NFIP regulations require re-wording of our regulations.

Councilmember Bohall moved to adopt Ordinance #373, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF CLARKDALE, YAVAPAI COUNTY, ARIZONA, REPEALING CHAPTER 13, FLOOD DAMAGE PREVENTION, OF THE CLARKDALE TOWN CODE IN ITS ENTIRETY, AND RECREATING CHAPTER 13, FLOOD DAMAGE PREVENTION, SECTION 13-1-1, ESTABLISHMENT OF SPECIAL FLOOD HAZARD AREAS, OF THE CLARKDALE TOWN CODE; ADOPTING BY REFERENCE REVISED FLOOD INSURANCE STUDY AND FLOOD INSURANCE RATE MAPS, AND FLOODPLAIN

MANAGEMENT REGULATIONS FOR YAVAPAI COUNTY, ARIZONA; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PENALTIES. Councilmember Buckley seconded the motion and it 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 6:50 P.M.

APPROVED:

ATTESTED/SUBMITTED:

Richard Dehnert, Vice 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 12th day of July, 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, July 26, 2016**

A Special Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, July 26, 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 Services/Human Resources Director Janet Perry

Community Development/Economic Director Jodie Filardo

Utilities/Public Works Director Wayne Debrosky

Police Chief Randy Taylor

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 – June, 2016
 - Capital Improvements Report – June, 2016
 - Magistrate Court Report – April, 2016
 - Water and Wastewater Report – June, 2016
 - RICO Quarterly Report – April 1 – June 30, 2016
 - NAIPTA Transit Report – June, 2016

- B. **Modification to Intergovernmental Agreement between the State of Arizona and the Town of Clarkdale** – Approval of the Department of Revenue modifications to the June 10, 2015 IGA with the Town of Clarkdale.

Councilmember Regner moved to accept Consent Agenda items A – B as presented. Councilmember Buckley seconded the motion. The motion passed unanimously.

NEW BUSINESS

CLARKDALE KIDS CONSERVE PRESENTATION OF ANNUAL REPORT – Presentation by Erin Cody, Director, Verde Natural Resource Conservation District Ed Center (VNRCD), regarding an update on the program.

In 2013, the Town of Clarkdale contracted with the Verde Natural Resource Conservation District (VRNCD), to teach their water conservation program to our students at the Clarkdale/Jerome School. This program was created to teach the students about water issues in their own community so the field trip portion of the program allows for site visits to our Wastewater Treatment Plant and the Verde River. Students throughout Cottonwood have also visited our Wastewater Treatment Plant and the Verde River in Clarkdale.

In 2015, the Council approved an additional two (2) years of funding for this critical conservation program educating approximately 250 students a year, creating a community of future water stewards.

Erin Cody updated the council on the accomplishments of the program this year from kindergarten through 8th grade. Educational opportunities include invasive species information, vegetation identification, land development and pollution, and water testing.

The Council thanked the group for their work. Mayor Von Gausig stated he would like to see more focus on the consumption of groundwater and subsequent depletion of water.

No Council action is required. This is a presentation by VNRCD to the Town of Clarkdale.

GUARANTEED MAXIMUM PRICE FROM ARIZONA NORTHERN EQUIPMENT, INC. AND ISSUANCE OF THE NOTICE TO PROCEED FOR THE CONSTRUCTION OF THE UPPER TOWN WATER MAIN REPLACEMENT PROJECT – Discussion and possible action regarding the Guaranteed Maximum Price (GMP) from Arizona Northern Equipment, Inc. (ANE) and entering into an Agreement with ANE, under a Construction Manager At Risk (CMAR) procurement process, to upgrade the above referenced water mains and water related appurtenances located in the Town of Clarkdale at a cost not to exceed \$1,910,570.43, and direction by the Council for the Public Works/Utilities Director to issue a Notice To Proceed (NTP) to ANE for this project.

On January 12, 2016 Town Council approved the authorization of a Drinking Water State Revolving Fund (DWSRF) Loan from the Water Infrastructure Finance Authority of Arizona (WIFA). WIFA is an independent agency of the State of Arizona and is authorized to finance the construction, rehabilitation, and/or improvement of drinking water, wastewater, wastewater reclamation, and other water quality facilities/projects. Generally, WIFA offers borrowers below market interest on loans for one hundred percent of eligible project costs. The maximum amount approved by the WIFA Board to be financed for construction of this project was \$2,372,000.00.

The Upper Town Water Main Replacement Project (UTWMRP) water system improvements include replacing approximately 15,000 linear feet of aging waterlines located in the Town of Clarkdale with

new 12-inch and 8-inch C-900 PVC water mains, install new fire hydrants, and provide new customer service connections from the new C-900 PVC water mains to the customer's existing water meters. The new water mains would be tied into the existing sand cast 12- inch main along Fifteenth Street. The approximate project area is bordered by Sixteenth Street to the west, Ninth Street to the east, First North Street to the north, and Third South Street to the south. In addition, the project includes connecting existing businesses and residents along Luke Lane, by installing new mains and services, to the existing Clarkdale Metals 8" C-900 PVC water main that was installed in 2008. This would allow the Town to retire and abandon the existing aged and sub-standard 4" steel water mains currently serving customers along Luke Lane. These improvements would reduce service outages, reduce water loss through system leaks, and improve fire protection for water system service areas in Upper Town and along Luke Lane.

July 28, 2016 the Town Council assigned the design of the UTWMRP to Southwestern Environmental Consultants, Inc. (SEC), under the Town's Engineering/Architectural Services JOC, for the amount of \$87, 536.00 and directed SEC to proceed with the design of the project.

On May 24, 2016 the Town Council, based on the recommendations of the CMAR Selection Committee and the Public Works and Utilities Director, approved the selection of Arizona Northern Equipment as the CMAR contractor for the UUTWMRP. At that time, the Town Council directed staff to enter into negotiations with Arizona Northern Equipment to provide design phase services with SEC, Inc., and to provide a GMP for the construction phase of the UTWMRP. The GMP would set the maximum aggregate amount to be expended pursuant an Agreement related to the Materials and Services.

On July 18, 2016, ANE as the approved CMAR contractor submitted a scope of work, bid tab, vendor quotes, and a GMP of \$1,910,570.43 for the UTWMRP to upgrade the above referenced water mains and water related appurtenances with a contingency line of \$26,000.00 included in the GMP. On July 18, 2016 SEC submitted an Engineer's Cost Estimate of \$2,158,802.00 for the UTWMRP which includes a 10% contingency of \$196,255.00.

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

Discussion followed regarding the use of unexpended funds due to the low GMP and whether the scope of the project should be broadened. Mabery explained that new and different construction projects could not be added due to the terms of the WIFA loan. Ellen Yates, Utilities Supervisor, explained that technical assistance programs had to be under their own separate loan packages. Two programs could not proceed at the same time. Broadband conduit could be added at the same time as this project but would be at the Town's cost and funds for that could be explored. Engineering and design costs would be necessary in addition to construction and materials.

Councilmember Regner moved to approve the Guaranteed Maximum Price (GMP) submitted by Arizona Northern Equipment, Inc. (ANE), and enter into an Agreement with Arizona Northern Equipment, Inc. to construct the above referenced water system infrastructure improvements in the Town of Clarkdale at a cost not to exceed \$1,910,570.43 and for the Town Council to direct the Public Works/Utilities Director to issue a Notice To Proceed (NTP) to Arizona Northern Equipment, Inc. for this project. Vice Mayor Dehnert seconded the motion and it carried unanimously.

AMENDMENT FOR PROFESSIONAL SERVICES TO DESIGN LUKE LANE SECTION OF THE UPPER TOWN WATER MAIN REPLACEMENT PROJECT – Discussion and consideration

of an amendment from Southwestern Environmental Consultants (SEC) for the design of the Luke Lane Section of the Upper Town Water Main Replacement Project for the Town of Clarkdale.

The initial design proposal from SEC for the Upper Town Water Main Replacement Project (UTWMRP), in the amount of \$87,536.00, was approved by Town Council on July 28, 2015. This proposal involved designing water infrastructure to replace approximately 13,000 linear feet (LF) of aged and sub-standard four inch and six inch water mains, located in the Upper Town area, with new C-900 PVC eight inch and twelve inch water mains, updated fire hydrants, and provide new customer service connections from the new mains to the water meters.

This amendment to that initial design proposal is to design approximately 2,000 linear feet of new water infrastructure along Luke Lane that connects new water mains to the existing 8" C-900 PVC water main that was installed by Clarkdale Metals in 2008. Clarkdale Metals has since turned over that 8" water main to the Town of Clarkdale. Properties along Luke Lane would then be connected through the new Luke Lane water main, from the existing 8" water main installed by Clarkdale Metals, allowing the existing 4" aged and sub-standard water mains currently supplying water service to those properties to be abandoned in-place.

SEC work products or deliverables included in this amendment for Luke Lane would be to provide engineering services for the design and preparation of a field topographical survey, engineering plans, related details and drawings, and the regulatory submittals required to obtain the Approval To Construct and Approval To Operate from the Arizona Department of Environmental Quality (ADEQ), and the preparation of any necessary public utility easement descriptions.

The Town has received a Technical Assistance Grant in the amount of \$35,000.00 for the Project design from the Water Infrastructure Agency (WIFA). The remaining balance of \$67,920.00, for the engineering and design services for the UTWMRP including the Luke Lane design work, will be paid for out of the Water Depreciation Designated Funds.

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

Councilmember Buckley moved to approve the Amendment for Professional Engineering Services for the Luke Lane Section of the Upper Town Main Replacement Project between Southwestern Environmental Consultants (SEC) and the Town of Clarkdale in the amount of \$15,384.00. Councilmember Regner seconded the motion and it passed unanimously.

DESIGNATED FUNDS – Discussion and consideration of designated funds for FY 2016-2017.

Fund balance is created from excess revenues over expenditures. This can be a combination of collections/revenues being higher than budget and actual expenditures being lower than budget.

Fund balance is comprised of different categories:

Unreserved (Undesignated) Fund Balance – That portion of fund balance that reflects expendable, available financial resources.

Reserved (Designated) Fund Balance – The portion of fund balance that reflects financial assets that are not available for spending. Reserved Fund Balance categories include reserves required for special projects, funds dedicated to expenditures associated with an initiative to be completed prior to June 30, or legally restricted funds from dedicated revenue sources.

Officially designating anticipated year end funds for special projects, funds dedicated to expenditures associated with an initiative to be completed prior to June 30, or legally restricted funds from dedicated revenue sources will help track those funds and follow accounting for those projects throughout the year and, depending on the project, future years.

The auditors also report in the Annual Financial Statement, the amount of fund balance reserved (designated) and unreserved (undesignated) so there is a clearer picture of the Town's overall financial abilities.

Attached are the recommended Designated Fund balances for approval which reflect the preliminary year end balances and are included in the 2016-2017 final budget.

Town Clerk/Finance Director Kathy Bainbridge presented information to the Council on this item.

Vice Mayor Dehnert moved for the approval of the 2016-2017 designated funds in the amount of \$3,520,847.25. Councilmember Bohall provided the second and the motion carried unanimously.

PUBLIC HEARING REGARDING THE FISCAL YEAR 2016-2017 PRIMARY TAX LEVY AND FINAL BUDGET – A hearing to receive public input on the Town of Clarkdale's proposed primary tax levy, property tax collection, and the final budget for fiscal year 2016-2017.

The public hearing is to allow the public a chance to speak in favor, or against the proposed budget and the Primary Tax Levy. The complete budget has been published in the newspaper and is available at the Town Hall for inspection. The only deadline for adoption of the final budget is triggered by the statutory adoption date of the third Monday in August of the property tax levy. The property tax levy must be adopted at the August 9, 2016 Council meeting.

The Town had to notify the property taxpayers of its intention to raise the primary property taxes over the previous year's level in order to stay in compliance with Section 42-17107, Arizona Revised Statutes. The Property Tax Oversight Commission informed the Town of Clarkdale that they would need to hold a truth in taxation hearing if the Town intended to levy a tax rate greater than \$1.6973. Truth in Taxation is a legislative practice to inform residents that their property taxes will increase due to either an increase to their property tax values or an increase in the property tax levy.

The current year net assessed real and personal property values for the Town of Clarkdale are \$29,164,544, up 2% from last year's value of \$28,546,654. The 2016-2017 adopted preliminary budget and proposed final budget includes a property tax levy of \$505,000 with a levy rate of \$1.7316. Clarkdale is proposing an increase in primary property taxes of \$9,991.00 or 2.0183%. The proposed tax increase will cause the primary property taxes on a \$100,000 home to increase from \$169.73 to \$173.16, or \$3.43.

Year	Net Assessed Values	% Change	Tax Levy	Tax Rate
2010/2011	45,249,916	+ 2%	412,724	.9121
2011/2012	37,661,550	-17%	412,395	1.0950
2012/2013	30,930,102	-18%	412,391	1.3333
2013/2014	27,388,845	-11%	438,220	1.6000
2014/2015	28,088,359	+ 3%	442,083	1.5739
2015/2016	28,546,654	+2%	490,000	1.7165
2016/2017	29,164,544	+2%	505,000	1.7316

On June 28, 2016, Town Council adopted the preliminary budget for the Town of Clarkdale which set the maximum limits the Town could spend for fiscal year 2016-2017. All cities and towns in Arizona are subject to some form of expenditure limitation (the amount they can spend in a fiscal year). The Town of Clarkdale has adopted an alternative expenditure limitation in the form of a pure home rule option. This option states that each year the Council will, after a public hearing, set the coming year's expenditure limitation (the fiscal year budget).

Our 2016-2017 preliminary adopted budget is \$17,432,850 which reflects a 4.26% increase from the 2015-2016 adopted budget of \$16,720,460.

The final budget of \$17,432,850 on the Summary of Estimated Revenues and Expenditures/Expenses includes the expenditures for the following major funds:

DEPARTMENT	2015-2016	2016-2017	%
General Fund (Department Budgets & Donations)	\$ 4,155,629	\$4,244,661	+ 2.15%
Special Revenue Funds (Streets, Grants, Impact, Develop)	\$ 6,248,376	\$5,001,885	- 19.95%
Capital Projects	\$ 748,797	\$ 691,317	- 7.68%
Permanent Funds (Cemetery Perpetual Care Funds)	\$ 30,119	\$ 29,119	- 3.32%
Enterprise Funds (Water, Sewer, Sanitation, Cemetery)	\$ 5,537,539	\$7,465,868	+34.83%
TOTAL ALL FUNDS	\$16,720,460	\$17,432,850	+ 4.26%

Included in the Special Revenue Funds budget of \$5,001,885 is \$3,092,310 for possible grants and \$600,000 for possible development reimbursement projects. By budgeting for the additional funds, if funds are received from grant sources or developers, the municipality will be able to expend these funds.

There have been no changes in the Final Budget from the Preliminary Budget.

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

Mayor Von Gausig opened the discussion to public comment and having none, closed public comment.

This is a Public Hearing only and no action is required.

RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, ACKNOWLEDGING THE PROPOSED PRIMARY TAX LEVY OF \$505,000 WHICH REFLECTS A TAX RATE OF \$ 1.7316 FOR PROPERTY TAX COLLECTIONS IN THE 2016-2017 FISCAL YEAR BUDGET FOR THE TOWN OF CLARKDALE – Discussion and consideration of Resolution # 1520 a Resolution acknowledging the proposed primary tax levy of \$ 505,000 which reflects a tax rate of \$ 1.7316 for 2016-2017 property tax collections.

The Town had to notify the property taxpayers of its intention to raise the primary property taxes over the previous year’s level in order to stay in compliance with Section 42-17107, Arizona Revised Statutes. The Property Tax Oversight Commission informed the Town of Clarkdale that they would need to hold a truth in taxation hearing if the Town intended to levy a tax rate greater than \$1.6973. Truth in Taxation is a legislative practice to inform residents that their property taxes will increase due to either an increase to their property tax values or an increase in the property tax levy.

The current year net assessed real and personal property values for the Town of Clarkdale are \$29,164,544, up 2% from last year’s value of \$28,546,654. The 2016-2017 adopted preliminary budget and proposed final budget includes a property tax levy of \$505,000 with a levy rate of \$1.7316. Clarkdale is proposing an increase in primary property taxes of \$9,991.00 or 2.0183%. The proposed tax increase will cause the primary property taxes on a \$100,000 home to increase from \$169.73 to \$173.16, or \$3.43.

Year	Net Assessed Values	% Change	Tax Levy	Tax Rate
2010/2011	45,249,916	+ 2%	412,724	.9121
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2013/2014	27,388,845	-11%	438,220	1.6000
2014/2015	28,088,359	+ 3%	442,083	1.5739
2015/2016	28,546,654	+2%	490,000	1.7165
2016/2017	29,164,544	+2%	505,000	1.7316

Councilmember Regner moved to approve Resolution #1520, a Resolution acknowledging the proposed primary tax levy of \$505,000 which reflects a tax rate of \$1.7316 for 2016-2017 property tax collections in the 2016-2017 fiscal year budget for the Town of Clarkdale. Councilmember Buckley seconded the motion. This vote by Council will be taken by roll call.

Voting Member	Aye/Nay
Council Member Curtiss Bohall	Aye
Council Member Scott Buckley	Aye
Vice Mayor Richard Dehnert	Aye
Council Member Bill Regner	Aye
Mayor Doug Von Gausig	Aye

RESOLUTION FOR THE ADOPTION OF THE FINAL BUDGET FOR FISCAL YEAR 2016-2017 – Discussion and consideration of Resolution # 1521, a Resolution adopting the FY 2016-2017 Budget per A.R.S. § 42-17105 (A) to consider, finally determine and adopt estimates of the proposed expenditures for the purposes stated in the published budget of the Town.

On June 28, 2016, Town Council adopted the preliminary budget for the Town of Clarkdale which set the maximum limits the Town could spend for fiscal year 2016-2017. All cities and towns in Arizona are subject to some form of expenditure limitation (the amount they can spend in a fiscal year). The Town of Clarkdale has adopted an alternative expenditure limitation in the form of a pure home rule option. This option states that each year the Council will, after a public hearing, set the coming year's expenditure limitation (the fiscal year budget).

Our 2016-2017 preliminary adopted budget is \$17,432,850 which reflects a 4.26% increase from the 2015-2016 adopted budget of \$16,720,460.

The final budget of \$17,432,850 on the Summary of Estimated Revenues and Expenditures/Expenses includes the expenditures for the following major funds:

<u>DEPARTMENT</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>%</u>
General Fund (Department Budgets & Donations)	\$ 4,155,629	\$4,244,661	+ 2.15%
Special Revenue Funds (Streets, Grants, Impact, Develop)	\$ 6,248,376	\$5,001,885	- 19.95%
Capital Projects	\$ 748,797	\$ 691,317	- 7.68%
Permanent Funds (Cemetery Perpetual Care Funds)	\$ 30,119	\$ 29,119	- 3.32%
Enterprise Funds (Water, Sewer, Sanitation, Cemetery)	<u>\$ 5,537,539</u>	<u>\$7,465,868</u>	+34.83%
TOTAL ALL FUNDS	\$16,720,460	\$17,432,850	+ 4.26%

Included in the Special Revenue Funds budget of \$5,001,885 is \$3,092,310 for possible grants and \$600,000 for possible development reimbursement projects. By budgeting for the additional funds, if funds are received from grant sources or developers, the municipality will be able to expend these funds.

There have been no changes in the Final Budget from the Preliminary Budget.

Town Clerk/Finance Director Kathy Bainbridge presented information on this agenda item, stating there have been no changes from the preliminary budget. Council thanked Bainbridge on all work done on budget.

Councilmember Buckley moved to approve Resolution # 1521, a Resolution for the Adoption of the Final Budget for Fiscal Year 2016-2017. Councilmember Regner seconded the motion and the motion passed unanimously.

FUTURE AGENDA ITEMS - Listing of items to be placed on a future council agenda.
ADJOURNMENT – Without objection Mayor Von Gausig adjourned the meeting at 3:50 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 26th day of July, 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 I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0069	CITY OF COTTONWOOD							
	C-CHECK CITY OF COTTONWOOD	VOIDED	V 7/06/2016			074489		30.00CR
	C-CHECK VOID CHECK		V 7/06/2016			074495		
	C-CHECK VOID CHECK		V 7/06/2016			074496		
	C-CHECK VOID CHECK		V 7/06/2016			074497		
	C-CHECK VOID CHECK		V 7/06/2016			074507		
	C-CHECK VOID CHECK		V 7/11/2016			074523		
	C-CHECK VOID CHECK		V 7/13/2016			074525		
	C-CHECK VOID CHECK		V 7/20/2016			074558		
	C-CHECK VOID CHECK		V 7/20/2016			074559		
	C-CHECK VOID CHECK		V 7/20/2016			074560		
	C-CHECK VOID CHECK		V 7/20/2016			074561		
	C-CHECK VOID CHECK		V 7/20/2016			074563		
	C-CHECK VOID CHECK		V 7/20/2016			074564		
	C-CHECK VOID CHECK		V 7/27/2016			074629		

* * 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:	14	VOID DEBITS 0.00 VOID CREDITS 30.00CR	0.00	30.00CR

TOTAL ERRORS: 0

VENDOR SET: 01 BANK: *	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
		14	30.00CR	0.00	0.00
BANK: *	TOTALS:	14	30.00CR	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-ACRSPLIT 070916 ACR STATE RETIREMENT	D	7/11/2016	1.32		000000		
	I-LTDSPLIT 070916 STATE RETIREMENT	D	7/11/2016	51.41		000000		
	I-SR SPLIT 070916 STATE RETIREMENT	D	7/11/2016	4,170.72		000000		
	I-SRBSPLIT 070916 STATE RETIREMENT BUY BACK	D	7/11/2016	125.94		000000		4,349.39
0001	ARIZONA STATE RETIREMENT SYSTE							
	I-ACRPPPE070916SPL ACR STATE RETIREMENT	D	7/13/2016	2.36		000000		
	I-LTDPPE070916SPL STATE RETIREMENT	D	7/13/2016	91.63		000000		
	I-SR PPE070916SPL STATE RETIREMENT	D	7/13/2016	7,414.88		000000		
	I-SRBPPE070916SPL STATE RETIREMENT BUY BACK	D	7/13/2016	223.95		000000		7,732.82
0001	ARIZONA STATE RETIREMENT SYSTE							
	I-ACRPPPE 07232016 ACR STATE RETIREMENT	D	7/27/2016	34.42		000000		
	I-LTDPPE 07232016 STATE RETIREMENT	D	7/27/2016	152.58		000000		
	I-SR PPE 07232016 STATE RETIREMENT	D	7/27/2016	12,360.06		000000		
	I-SRBPPE 07232016 STATE RETIREMENT BUY BACK	D	7/27/2016	349.89		000000		12,896.95
0074	INTERNAL REVENUE SERVICE							
	I-T1 SPLIT 070916 FEDERAL TAXES	D	7/11/2016	1,856.54		000000		
	I-T3 SPLIT 070916 FICA WITHHOLDING	D	7/11/2016	3,060.47		000000		
	I-T4 SPLIT 070916 MEDICARE WITHHOLDING	D	7/11/2016	715.71		000000		5,632.72
0074	INTERNAL REVENUE SERVICE							
	I-T1 PPE070916SPL FEDERAL TAXES	D	7/13/2016	3,300.67		000000		
	I-T3 PPE070916SPL FICA WITHHOLDING	D	7/13/2016	5,441.19		000000		
	I-T4 PPE070916SPL MEDICARE WITHHOLDING	D	7/13/2016	1,272.61		000000		10,014.47
0074	INTERNAL REVENUE SERVICE							
	I-T1 PPE 07232016 FEDERAL TAXES	D	7/27/2016	5,680.91		000000		
	I-T3 PPE 07232016 FICA WITHHOLDING	D	7/27/2016	9,010.38		000000		
	I-T4 PPE 07232016 MEDICARE WITHHOLDING	D	7/27/2016	2,107.26		000000		16,798.55
0637	WATER INFRASTRUCTURE FINANCE A							
	I-61416-910152-12 WATER INFRASTRUCTURE FINANCE A	D	7/06/2016	179,139.64		000000		
	I-61416-920235-13 WATER INFRASTRUCTURE FINANCE A	D	7/06/2016	38,951.87		000000		218,091.51
0456	ANTHONY BALBINOT							
	I-72316CIP ANTHONY BALBINOT	R	7/06/2016	300.00		074472		300.00
0008	ARIZONA CITY MANAGERS ASSOCIAT							
	I-16-17 DUES GM ARIZONA CITY MANAGERS ASSOCIAT	R	7/06/2016	200.00		074473		200.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0011	ARIZONA MUNICIPAL CLERK'S ASSO							
I-16-17 DUES ME&KB	ARIZONA MUNICIPAL CLERK'S ASSO	R	7/06/2016	150.00		074474		150.00
0020	BEYOND EXPRESS II							
I-070116	BEYOND EXPRESS II	R	7/06/2016	248.04		074475		248.04
0228	COPPERPOINT MUTUAL INSURANCE C							
I-QUOTE #337476458	COPPERPOINT MUTUAL INSURANCE C	R	7/06/2016	160.00		074476		160.00
0922	ERIC SCHINK							
I-90316CIP	ERIC SCHINK	R	7/06/2016	800.00		074477		800.00
0150	INTERNATIONAL CITY/COUNTY MANA							
I-70117 DUES	INTERNATIONAL CITY/COUNTY MANA	R	7/06/2016	767.12		074478		767.12
0498	JODIE FILARDO							
I-TOURISM 7-11-16	JODIE FILARDO	R	7/06/2016	441.26		074479		441.26
0146	LEAGUE OF ARIZONA CITIES AND T							
I-16-17 LEAGUE DUES	LEAGUE OF ARIZONA CITIES AND T	R	7/06/2016	5,939.00		074480		5,939.00
0919	MICHAEL L RANDALL							
I-80616CIP	MICHAEL L RANDALL	R	7/06/2016	300.00		074481		300.00
0219	NACOG							
I-2016-01	NACOG	R	7/06/2016	836.00		074482		836.00
0084	NAMWUA							
I-80	NAMWUA	R	7/06/2016	1,364.15		074483		1,364.15
0923	ROMEN BUFFALO TUNES LLC							
I-82016CIP	ROMEN BUFFALO TUNES LLC	R	7/06/2016	150.00		074484		150.00
0253	TYLER TECHNOLOGIES							
I-025-159866	TYLER TECHNOLOGIES	R	7/06/2016	284.31		074485		284.31
0031	THE VERDE INDEPENDENT							
I-80116-401582TH	THE VERDE INDEPENDENT	R	7/06/2016	57.00		074486		57.00
0032	VERDE VALLEY HUMANE SOCIETY							
I-TC-07/2016	VERDE VALLEY HUMANE SOCIETY	R	7/06/2016	668.75		074487		668.75
0566	WATER ENVIRONMENT FEDERATION							
I-9000398623	WATER ENVIRONMENT FEDERATION	R	7/06/2016	183.00		074488		183.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0069	I-ETHICS TRAINING							
	CITY OF COTTONWOOD							
	CITY OF COTTONWOOD	V	7/06/2016	30.00		074489		30.00
0069	M-CHECK							
	CITY OF COTTONWOOD							
	CITY OF COTTONWOOD	VOIDED V	7/06/2016			074489		30.00CR
0218	I-16891553							
	ARAMARK							
	ARAMARK	R	7/06/2016	320.11		074490		320.11
0016	I-210987							
	ARIZONA OFFICE TECHNOLOGIES							
	ARIZONA OFFICE TECHNOLOGIES	R	7/06/2016	28.77		074491		28.77
0010	I-063016-0286							
	ARIZONA PUBLIC SERVICE							
	ARIZONA PUBLIC SERVICE	R	7/06/2016	3,812.86		074492		3,812.86
0015	I-39185							
	BOYLE, PECHARICH, CLINE, WHITT							
	BOYLE, PECHARICH, CLINE, WHITT	R	7/06/2016	6,671.23		074493		6,671.23
0192	C-084954							
	I-080555							
	I-080641							
	I-080813							
	I-080815							
	I-080820							
	I-081022							
	I-081328							
	I-081467							
	I-081690							
	I-082201							
	I-082319							
	I-082459							
	I-082563							
	I-082564							
	I-082565							
	I-082580							
	I-083121							
	I-083498							
	I-083555							
	I-083868							
	I-084129							
	I-084675							
	I-084697							
	I-084698							
	I-084772							
	I-084948							
	I-085601							
	COTTONWOOD AUTO PARTS, INC.							
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	31.18CR		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	63.58		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	8.19		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	33.50		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	11.84		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	14.14		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	56.82		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	41.01		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	8.27		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	5.04		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	15.29		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	5.78		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	4.16		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	19.08		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	51.29		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	13.66		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	17.04		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	16.71		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	46.74		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	5.78		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	12.52		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	166.58		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	116.59		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	31.70		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	27.85		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	31.18		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	41.38		074494		
	COTTONWOOD AUTO PARTS, INC.	R	7/06/2016	65.48		074494		900.02

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0102	GALE CENGAGE LEARNING							
I-57996307	GALE CENGAGE LEARNING	R	7/06/2016	22.92		074498		22.92
0025	LEGEND TECHNICAL SVC OF AZ, IN							
I-1609183	LEGEND TECHNICAL SVC OF AZ, IN	R	7/06/2016	96.00		074499		96.00
0633	LYON ENGINEERING & SURVEYING I							
I-60416	LYON ENGINEERING & SURVEYING I	R	7/06/2016	19,268.00		074500		19,268.00
0049	NICE JONS, INC							
I-16043	NICE JONS, INC	R	7/06/2016	148.50		074501		
I-16082	NICE JONS, INC	R	7/06/2016	71.50		074501		
I-16083	NICE JONS, INC	R	7/06/2016	82.50		074501		302.50
0670	O'REILLY AUTOMOTIVE STORES INC							
I-3492464289	O'REILLY AUTOMOTIVE STORES INC	R	7/06/2016	28.41		074502		28.41
0646	PRAXAIR DISTRIBUTION INC							
I-55397289	PRAXAIR DISTRIBUTION INC	R	7/06/2016	1,826.89		074503		1,826.89
0061	SEDONA RECYCLES, INC.							
I-716	SEDONA RECYCLES, INC.	R	7/06/2016	300.00		074504		300.00
0581	SOUTHWESTERN ENVIRONMENTAL CON							
I-60116-151207CE	SOUTHWESTERN ENVIRONMENTAL CON	R	7/06/2016	6,080.25		074505		6,080.25
0002	VERDE VALLEY HARDWARE							
I-288441	VERDE VALLEY HARDWARE	R	7/06/2016	4.35		074506		
I-288705	VERDE VALLEY HARDWARE	R	7/06/2016	59.01		074506		
I-288803	VERDE VALLEY HARDWARE	R	7/06/2016	19.64		074506		
I-289103	VERDE VALLEY HARDWARE	R	7/06/2016	6.53		074506		
I-289258	VERDE VALLEY HARDWARE	R	7/06/2016	15.83		074506		
I-289435	VERDE VALLEY HARDWARE	R	7/06/2016	85.94		074506		
I-289503	VERDE VALLEY HARDWARE	R	7/06/2016	21.30		074506		
I-289596	VERDE VALLEY HARDWARE	R	7/06/2016	7.10		074506		219.70
0033	VERIZON WIRELESS							
I-9767585629	VERIZON WIRELESS	R	7/06/2016	804.63		074508		804.63
0006	AMERICAN FAMILY LIFE ASSURANCE							
I-APRSPLIT 070916	AFLAC	R	7/13/2016	47.76		074510		
I-APSSPLIT 070916	AFLAC POST TAX	R	7/13/2016	30.87		074510		78.63

VENDOR SET: 01 Town of Clarkdale
 BANK: POOL POOLED CASH
 DATE RANGE: 7/01/2016 THRU 7/31/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0075	ARIZONA DEPARTMENT OF REVENUE- I-T2 SPLIT 070916 13-052014X	R	7/13/2016	649.83		074511		649.83
0072	ARIZONA PUBLIC EMPLOYERS HEALT I-2HSSPLIT 070916 HEALTH INSURANCE	R	7/13/2016	237.62		074512		
	I-HSASPLIT 070916 HEALTH SAVINGS ACCOUNT	R	7/13/2016	1,051.10		074512		1,288.72
0009	ARIZONA PUBLIC SAFETY RETIREME I-PSRSPLIT 070916 SYSTEM 105	R	7/13/2016	2,511.10		074513		2,511.10
0017	ICMA RETIREMENT TRUST 457 I-ICMSPLIT 070916 301912	R	7/13/2016	445.80		074514		445.80
0895	NATIONWIDE TRUST CO. FBO NRS I-NRSSPLIT 070916 ASRS SSDP 457 PLAN	R	7/13/2016	44.99		074515		44.99
0006	AMERICAN FAMILY LIFE ASSURANCE I-APRPPE070916SPL AFLAC	R	7/13/2016	84.99		074516		
	I-APSPPE070916SPL AFLAC POST TAX	R	7/13/2016	54.94		074516		139.93
0075	ARIZONA DEPARTMENT OF REVENUE- I-T2 PPE070916SPL 13-052014X	R	7/13/2016	1,155.40		074517		1,155.40
0072	ARIZONA PUBLIC EMPLOYERS HEALT I-2HSPPE070916SPL HEALTH INSURANCE	R	7/13/2016	422.50		074518		
	I-HSAPPE070916SPL HEALTH SAVINGS ACCOUNT	R	7/13/2016	1,868.92		074518		2,291.42
0009	ARIZONA PUBLIC SAFETY RETIREME I-PSRPPE070916SPL SYSTEM 105	R	7/13/2016	4,464.27		074519		4,464.27
0017	ICMA RETIREMENT TRUST 457 I-ICMPPE070916SPL 301912	R	7/13/2016	792.58		074520		792.58
0895	NATIONWIDE TRUST CO. FBO NRS I-NRSPPE070916SPL ASRS SSDP 457 PLAN	R	7/13/2016	80.01		074521		80.01
0072	ARIZONA PUBLIC EMPLOYERS HEALT I-2ECSPLIT 070916 HEALTH INSURANCE	R	7/11/2016	251.86		074522		
	I-2EFSPLIT 070916 HEALTH INSURANCE	R	7/11/2016	191.40		074522		
	I-CEFSPLIT 070916 HEALTH INSURANCE	R	7/11/2016	289.41		074522		
	I-CEOSPLIT 070916 HEALTH INSURANCE	R	7/11/2016	461.24		074522		
	I-CESSPLIT 070916 HEALTH INSURANCE	R	7/11/2016	917.13		074522		
	I-DECSPLIT 070916 DELTA DENTAL INSURANCE	R	7/11/2016	57.26		074522		
	I-DEFSPLIT 070916 DELTA DENTAL INSURANCE	R	7/11/2016	124.45		074522		
	I-DEOSPLIT 070916 DELTA DENTAL INSURANCE	R	7/11/2016	97.68		074522		
	I-HECSPLIT 070916 HEALTH INSURANCE	R	7/11/2016	558.89		074522		
	I-HEFSPLIT 070916 HEALTH INSURANCE	R	7/11/2016	1,276.01		074522		
	I-HEOSPLIT 070916 HEALTH INSURANCE	R	7/11/2016	848.99		074522		

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0018	ARIZONA DEPARTMENT OF REVENUE							
I-JUN 16 TPT	ARIZONA DEPARTMENT OF REVENUE	R	7/13/2016	11,935.99		074531		11,935.99
0058	CENTURY LINK							
I-62516-249M	CENTURY LINK	R	7/13/2016	1,184.93		074532		1,184.93
0045	CLARKDALE MAGISTRATE COURT							
I-APR 16 JCEF	CLARKDALE MAGISTRATE COURT	R	7/13/2016	71.41		074533		71.41
0181	FOUR-D, LLC.							
I-578	FOUR-D, LLC.	R	7/13/2016	6,545.00		074534		6,545.00
0712	JUSTIFACTS CREDENTIAL VERIFICA							
I-248124	JUSTIFACTS CREDENTIAL VERIFICA	R	7/13/2016	97.95		074535		97.95
0108	KONICA MINOLTA, INC.							
I-240416357	KONICA MINOLTA, INC.	R	7/13/2016	124.25		074536		
I-240416719	KONICA MINOLTA, INC.	R	7/13/2016	141.21		074536		265.46
0025	LEGEND TECHNICAL SVC OF AZ, IN							
I-1609306	LEGEND TECHNICAL SVC OF AZ, IN	R	7/13/2016	324.00		074537		324.00
0031	THE VERDE INDEPENDENT							
I-444941	THE VERDE INDEPENDENT	R	7/13/2016	526.91		074538		526.91
0164	VERDE VALLEY OCCUPATIONAL MEDI							
I-1368	VERDE VALLEY OCCUPATIONAL MEDI	R	7/13/2016	50.00		074539		50.00
0158	YAVAPAI COUNTY FINANCE DEPARTM							
I-APR 16 YC JAIL	YAVAPAI COUNTY FINANCE DEPARTM	R	7/13/2016	29.65		074540		29.65
0034	1ST CLASS HOSTING LLC							
I-27264	1ST CLASS HOSTING LLC	R	7/13/2016	5.00		074541		5.00
0020	BEYOND EXPRESS II							
I-070816	BEYOND EXPRESS II	R	7/13/2016	222.60		074542		222.60
0081	BIG O TIRES							
I-68986	BIG O TIRES	R	7/13/2016	787.62		074543		787.62
0056	BUG-ME-NOT PEST CONTROL							
I-070616A	BUG-ME-NOT PEST CONTROL	R	7/13/2016	54.00		074544		
I-070616B	BUG-ME-NOT PEST CONTROL	R	7/13/2016	69.00		074544		
I-071716	BUG-ME-NOT PEST CONTROL	R	7/13/2016	120.00		074544		243.00

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0765	CHARACTER COMPUTING							
I-9145	CHARACTER COMPUTING	R	7/13/2016	91.44		074545		91.44
0069	CITY OF COTTONWOOD							
I-ETHICS 72116	CITY OF COTTONWOOD	R	7/13/2016	60.00		074546		60.00
0108	KONICA MINOLTA, INC.							
I-240511351	KONICA MINOLTA, INC.	R	7/13/2016	30.67		074547		30.67
0744	MARY ELLEN DUNN							
I-06663C	MARY ELLEN DUNN	R	7/13/2016	10.91		074548		
I-71116-2016CONFER	MARY ELLEN DUNN	R	7/13/2016	140.40		074548		151.31
0049	NICE JONS, INC							
I-16207	NICE JONS, INC	R	7/13/2016	319.00		074549		319.00
0286	R & R PRODUCTS, INC							
I-CD2035867	R & R PRODUCTS, INC	R	7/13/2016	372.43		074550		372.43
0374	SOUTHWEST RISK SERVICES							
I-8116-8117	SOUTHWEST RISK SERVICES	R	7/13/2016	275.50		074551		275.50
0042	US POSTMASTER							
I-70516 BULK MAIL	US POSTMASTER	R	7/13/2016	750.00		074552		750.00
0026	VERDE VALLEY OUTDOOR POWER EQU							
I-400620	VERDE VALLEY OUTDOOR POWER EQU	R	7/13/2016	26.42		074553		26.42
0523	CABLE ONE							
I-70816-LIB	CABLE ONE	R	7/13/2016	40.00		074554		40.00
0033	VERIZON WIRELESS							
I-9768111154	VERIZON WIRELESS	R	7/13/2016	694.25		074555		694.25
0228	COPPERPOINT MUTUAL INSURANCE C							
I-40116-70116	COPPERPOINT MUTUAL INSURANCE C	R	7/13/2016	17,490.40		074556		17,490.40
0068	CHASE CREDIT CARD SERVICES							
I-00544G	CHASE: USPS	R	7/20/2016	16.77		074557		
I-02435G	CHASE: OLD TOWN MISSION	R	7/20/2016	35.00		074557		
I-0385007	CHASE: AMAZON	R	7/20/2016	442.77		074557		
I-05321G	CHASE: GIS PLANNING	R	7/20/2016	99.00		074557		
I-09582G	CHASE: HOME DEPOT	R	7/20/2016	90.00		074557		
I-1047412	CHASE: AMAZON.COM	R	7/20/2016	357.57		074557		
I-11787672A	CHASE: WESTIN HOTEL	R	7/20/2016	266.68		074557		
I-12453	CHASE: MAGNUSON HOTEL	R	7/20/2016	404.40		074557		
I-141096	CHASE: A&E REPROGRAPHICS	R	7/20/2016	274.19		074557		
I-1447441	CHASE: AMAZON.COM	R	7/20/2016	357.57		074557		

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I-155848408	CHASE: FLAGSHIP ONE	R	7/20/2016	194.99		074557		
I-1565837	CHASE: AMAZON	R	7/20/2016	43.73		074557		
I-171702	CHASE: #1 FOOD STORE	R	7/20/2016	19.88		074557		
I-1826641	CHASE: AMAZON	R	7/20/2016	98.17		074557		
I-19395	CHASE: RMIN	R	7/20/2016	50.00		074557		
I-200001991	CHASE: AZ WATER ASSOCIATION	R	7/20/2016	290.00		074557		
I-2016-5UY7EK	CHASE: AZ DEVELOPMENT SVCS	R	7/20/2016	463.31		074557		
I-2382601	CHASE: AMAZON	R	7/20/2016	39.89		074557		
I-286173533497303	CHASE: WALMART	R	7/20/2016	74.52		074557		
I-357063012	CHASE: THREE LEAVES	R	7/20/2016	331.30		074557		
I-3I9DKNC	CHASE: AZ GOV'S CONFERENCE	R	7/20/2016	400.00		074557		
I-400577	CHASE: VV OUTDOOR POWER EQUIP	R	7/20/2016	401.97		074557		
I-4044740	CHASE: HOME DEPOT	R	7/20/2016	28.38		074557		
I-585-SO284949	CHASE: RUBBERCAL	R	7/20/2016	69.02		074557		
I-60	CHASE: SEDONA-VV TOURISM	R	7/20/2016	136.28		074557		
I-618000004745	CHASE: COSTCO	R	7/20/2016	161.87		074557		
I-657338	CHASE: HOME DEPOT	R	7/20/2016	30.49		074557		
I-8187420	CHASE: AMAZON MARKETPLACE	R	7/20/2016	11.17		074557		
I-84253273	CHASE: DOUBLETREE	R	7/20/2016	253.23		074557		
I-9691402	CHASE: AMAZON	R	7/20/2016	677.91		074557		
I-9691402-2	CHASE: AMAZON	R	7/20/2016	188.74		074557		
I-ATESTNEWHIRE	CHASE: ATEST CONSULTANTS	R	7/20/2016	50.00		074557		
I-CSN286806	CHASE: VARIDESK	R	7/20/2016	495.00		074557		
I-EXS7TKGY1	CHASE: AMAZON.COM	R	7/20/2016	108.26		074557		6,962.06
0068	CHASE CREDIT CARD SERVICES							
I-0706010010147	CHASE: DAIRY QUEEN	R	7/20/2016	31.80		074562		
I-10789602	CHASE: GLOBAL INDUSTRIAL	R	7/20/2016	50.32		074562		
I-111947	CHASE: DOG WASTE DEPOT	R	7/20/2016	990.00		074562		
I-11787672B	CHASE: WESTIN	R	7/20/2016	110.93		074562		
I-141942	CHASE: A&E REPROGRAPHICS	R	7/20/2016	164.01		074562		
I-15619-RON2Z5	CHASE: IPMA	R	7/20/2016	149.00		074562		
I-1700240199	CHASE: ONLINE STORES	R	7/20/2016	506.57		074562		
I-28152322	CHASE: BLU	R	7/20/2016	395.64		074562		
I-40002013217	CHASE: DOLLAR GENERAL	R	7/20/2016	9.84		074562		
I-401581-2016 UTPW	CHASE: VERDE VALLEY NEWSPAPER	R	7/20/2016	57.00		074562		
I-5412851	CHASE: INDEED	R	7/20/2016	22.82		074562		
I-60001834032	CHASE: SAFEWAY	R	7/20/2016	12.33		074562		
I-745580	CHASE: OLSENS GRAIN	R	7/20/2016	1.96		074562		
I-96338601	CHASE: AMAZON	R	7/20/2016	18.41		074562		
I-9691402C	CHASE: AMAZON	R	7/20/2016	16.36		074562		
I-YKDLVI-24SEP	CHASE: AMERICAN AIRLINES	R	7/20/2016	344.20		074562		2,881.19

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0015 I-39420	BOYLE, PECHARICH, CLINE, WHITT BOYLE, PECHARICH, CLINE, WHITT	R	7/20/2016	5,951.24		074565		5,951.24
0058 I-1380362232FAX	CENTURY LINK CENTURY LINK	R	7/20/2016	65.22		074566		65.22
0215 I-4338003-00	DANA KEPNER COMPANY, INC. DANA KEPNER COMPANY, INC.	R	7/20/2016	4,875.75		074567		4,875.75
0928 I-138399-102915	FLORENCE CLINIC FLORENCE CLINIC	R	7/20/2016	150.00		074568		150.00
0052 I-1062483	HANSON AGGREGATES INC. HANSON AGGREGATES INC.	R	7/20/2016	91.73		074569		91.73
0093 I-4421464	HILL BROTHERS CHEMICAL CO. HILL BROTHERS CHEMICAL CO.	R	7/20/2016	1,162.67		074570		1,162.67
0161 I-JUN 16	PATRIOT DISPOSAL, INC. PATRIOT DISPOSAL, INC.	R	7/20/2016	17,335.43		074571		17,335.43
0609 I-SI1443118	TASER INTERNATIONAL TASER INTERNATIONAL	R	7/20/2016	621.48		074572		621.48
0043 I-0013013-1556-8	WASTE MANAGEMENT WASTE MANAGEMENT	R	7/20/2016	334.22		074573		334.22
0325 I-51801307122016	A BETTER CONNECTION A BETTER CONNECTION	R	7/20/2016	137.00		074574		137.00
0141 I-AIAC-177	ANTHONY ANDUIZA ANTHONY ANDUIZA	R	7/20/2016	143.76		074575		143.76
0020 I-071516	BEYOND EXPRESS II BEYOND EXPRESS II	R	7/20/2016	206.70		074576		206.70
0683 I-SLS10051171	CARUS CORPORATION CARUS CORPORATION	R	7/20/2016	1,239.63		074577		1,239.63
0185 I-315	CLARKDALE-JEROME SCHOOL DISTRI CLARKDALE-JEROME SCHOOL DISTRI	R	7/20/2016	592.36		074578		592.36
0134 I-AIAC-160	DAVID AND OR MARIA PUZAS DAVID AND OR MARIA PUZAS	R	7/20/2016	61.78		074579		61.78

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0184 I-27237	INTER-MOUNTAIN COMMUNICATION, INTER-MOUNTAIN COMMUNICATION,	R	7/20/2016	125.56		074580		125.56
0137 I-AIAC-165	LOCK & ROLL SELF STORAGE LOCK & ROLL SELF STORAGE	R	7/20/2016	152.16		074581		152.16
0590 I-JUN 16 CAR WASH	OCEAN BLUE CAR WASH OCEAN BLUE CAR WASH	R	7/20/2016	176.00		074582		176.00
0067 I-1ST 16-17 UNS	UNISOURCE ENERGY SERVICES UNISOURCE ENERGY SERVICES	R	7/20/2016	194.42		074583		194.42
0140 I-AIAC-171	YAVAPAI COLLEGE-VERDE CAMPUS YAVAPAI COLLEGE-VERDE CAMPUS	R	7/20/2016	492.35		074584		492.35
1 I-000201607202015	DUMAS, DONALD US REFUND	R	7/20/2016	7.10		074585		7.10
1 I-000201607202017	HISEL, RICKY US REFUND	R	7/20/2016	10.00		074586		10.00
1 I-000201607202016	JACKSON, NICHOLAS D US REFUND	R	7/20/2016	20.82		074587		20.82
1 I-000201607202014	SMITHERMAN, DOUGLAS & US REFUND	R	7/20/2016	61.79		074588		61.79
1 I-000201607202012	STOLIKER, MICHAEL & US REFUND	R	7/20/2016	34.78		074589		34.78
1 I-000201607202013	XRDS ENTERPRISES LLC US REFUND	R	7/20/2016	8.88		074590		8.88
1 I-000201607202018	NEWGATE HOMES LLC US REFUND	R	7/20/2016	58.01		074591		58.01
1 I-000201607202019	NEWGATE HOMES LLC US REFUND	R	7/20/2016	61.79		074592		61.79
1 I-000201607202020	NEWGATE HOMES LLC US REFUND	R	7/20/2016	61.79		074593		61.79
0762 I-JUL-JUN FY 15-16	ARIZONA STATE PARKS ARIZONA STATE PARKS	R	7/25/2016	384.75		074594		384.75

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0015 I-39326	BOYLE, PECHARICH, CLINE, WHITT BOYLE, PECHARICH, CLINE, WHITT	R	7/25/2016	882.44		074595		882.44
0708 I-FINAL FY 15-16	PURCHASE POWER PURCHASE POWER	R	7/25/2016	1,036.14		074596		1,036.14
0574 I-JUN 16 PD FEES	SHAW LAW FIRM PLLC SHAW LAW FIRM PLLC	R	7/25/2016	862.50		074597		862.50
0806 I-2663805RI	SKAGGS COMPANIES INC SKAGGS COMPANIES INC	R	7/25/2016	121.62		074598		121.62
0157 I-616600733639 I-617300099581 I-617300781551	WALMART WALMART WALMART WALMART	R R R	7/25/2016 7/25/2016 7/25/2016	48.49 21.83 491.99		074599 074599 074599		562.31
0010 I-71516-0285	ARIZONA PUBLIC SERVICE ARIZONA PUBLIC SERVICE	R	7/25/2016	1,521.86		074600		1,521.86
0020 I-072216	BEYOND EXPRESS II BEYOND EXPRESS II	R	7/25/2016	330.72		074601		330.72
0081 I-68998	BIG O TIRES BIG O TIRES	R	7/25/2016	624.53		074602		624.53
0523 I-402169	CABLE ONE CABLE ONE	R	7/25/2016	50.00		074603		50.00
0058 I-71316-815B	CENTURY LINK CENTURY LINK	R	7/25/2016	225.95		074604		225.95
0039 I-7202016-WATER	CLARKDALE MUNICIPAL WATER UTIL CLARKDALE MUNICIPAL WATER UTIL	R	7/25/2016	5,323.55		074605		5,323.55
0294 I-30787640	CROP PRODUCTION SERVICES CROP PRODUCTION SERVICES	R	7/25/2016	325.67		074606		325.67
0906 I-4440,4678	ELM USA INC ELM USA INC	R	7/25/2016	4.50		074607		4.50
0722 I-93155509	ESRI ESRI	R	7/25/2016	3,313.31		074608		3,313.31

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0290 I-10007688	HACH COMPANY HACH COMPANY	R	7/25/2016	196.46		074609		196.46
0093 I-4422097	HILL BROTHERS CHEMICAL CO. HILL BROTHERS CHEMICAL CO.	R	7/25/2016	1,206.55		074610		1,206.55
0929 I-A400468	HOFFMAN SOUTHWEST CORPORATION HOFFMAN SOUTHWEST CORPORATION	R	7/25/2016	7,000.00		074611		7,000.00
0534 I-128672	LC DISTRIBUTION LLC LC DISTRIBUTION LLC	R	7/25/2016	24.17		074612		24.17
0025 I-1609999	LEGEND TECHNICAL SVC OF AZ, IN LEGEND TECHNICAL SVC OF AZ, IN	R	7/25/2016	64.00		074613		64.00
0633 I-070216	LYON ENGINEERING & SURVEYING I LYON ENGINEERING & SURVEYING I	R	7/25/2016	21,272.00		074614		21,272.00
0053 I-402169	NACKARD PEPSI COLA NACKARD PEPSI COLA	R	7/25/2016	101.75		074615		101.75
0049 I-16288	NICE JONS, INC NICE JONS, INC	R	7/25/2016	148.50		074616		148.50
0646 I-55422217	PRAXAIR DISTRIBUTION INC PRAXAIR DISTRIBUTION INC	R	7/25/2016	2,084.44		074617		2,084.44
0237 I-7345397	QUILL CORPORATION QUILL CORPORATION	R	7/25/2016	83.77		074618		83.77
0079 I-031574561	SAFEGUARD SAFEGUARD	R	7/25/2016	128.96		074619		128.96
0334 I-3308094446	STAPLES ADVANTAGE, INC STAPLES ADVANTAGE, INC	R	7/25/2016	83.83		074620		83.83
0042 I-7212016	US POSTMASTER US POSTMASTER	R	7/25/2016	750.00		074621		750.00
0006 I-APRPPE 07232016 I-APSPPE 07232016	AMERICAN FAMILY LIFE ASSURANCE AFLAC AFLAC POST TAX	R R	7/27/2016 7/27/2016	132.75 85.81		074622 074622		 218.56

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0075	ARIZONA DEPARTMENT OF REVENUE-13-052014X	R	7/27/2016	1,969.09		074623		1,969.09
I-T2 PPE 07232016								
0072	ARIZONA PUBLIC EMPLOYERS HEALTH							
I-2HSPPE 07232016	HEALTH INSURANCE	R	7/27/2016	660.12		074624		
I-HSAPPE 07232016	HEALTH SAVINGS ACCOUNT	R	7/27/2016	2,920.02		074624		3,580.14
0009	ARIZONA PUBLIC SAFETY RETIREME							
I-PACPPE 07232016	SYSTEM 105	R	7/27/2016	466.29		074625		
I-PSRPPE 07232016	SYSTEM 105	R	7/27/2016	6,948.05		074625		7,414.34
0017	ICMA RETIREMENT TRUST 457							
I-ICMPPE 07232016	301912	R	7/27/2016	1,238.38		074626		1,238.38
0895	NATIONWIDE TRUST CO. FBO NRS							
I-NRSPPE 07232016	ASRS SSDP 457 PLAN	R	7/27/2016	125.00		074627		125.00
0072	ARIZONA PUBLIC EMPLOYERS HEALTH							
I-2ECPPE 07232016	HEALTH INSURANCE	R	7/27/2016	699.70		074628		
I-2EFPPE 07232016	HEALTH INSURANCE	R	7/27/2016	531.69		074628		
I-CECPPE 07232016	HEALTH INSURANCE	R	7/27/2016	528.93		074628		
I-CEFPPE 07232016	HEALTH INSURANCE	R	7/27/2016	804.00		074628		
I-CEOPPE 07232016	HEALTH INSURANCE	R	7/27/2016	1,281.24		074628		
I-CESPPE 07232016	HEALTH INSURANCE	R	7/27/2016	2,547.72		074628		
I-DECPPE 07232016	DENTAL INSURANCE	R	7/27/2016	191.10		074628		
I-DEFPPPE 07232016	DENTAL INSURANCE	R	7/27/2016	345.73		074628		
I-DEOPPE 07232016	DENTAL INSURANCE	R	7/27/2016	271.46		074628		
I-DESPPE 07232016	DENTAL INSURANCE	R	7/27/2016	387.70		074628		
I-HECPPE 07232016	HEALTH INSURANCE	R	7/27/2016	1,552.60		074628		
I-HEFPPE 07232016	HEALTH INSURANCE	R	7/27/2016	3,544.56		074628		
I-HEOPPE 07232016	HEALTH INSURANCE	R	7/27/2016	2,358.40		074628		
I-HESPPE 07232016	HEALTH INSURANCE	R	7/27/2016	2,337.65		074628		
I-VECPPE 07232016	VISION INSURANCE	R	7/27/2016	24.12		074628		
I-VEFPPE 07232016	VISION INSURANCE	R	7/27/2016	77.04		074628		
I-VEOPPE 07232016	VISION INSURANCE	R	7/27/2016	49.70		074628		
I-VESPPE 07232016	VISION INSURANCE	R	7/27/2016	75.00		074628		
I-VLCPPE 07232016	LIFE INSURANCE	R	7/27/2016	0.32		074628		
I-VLEPPE 07232016	LIFE INSURANCE	R	7/27/2016	54.20		074628		
I-VLSPPE 07232016	LIFE INSURANCE	R	7/27/2016	4.60		074628		17,667.46

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
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* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	143	260,924.38	0.00	260,894.38
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	7	275,516.41	0.00	275,516.41
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	1 VOID DEBITS	0.00		
	VOID CREDITS	30.00CR	30.00CR	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: POOL TOTALS:	151	536,410.79	0.00	536,410.79
BANK: POOL TOTALS:	151	536,410.79	0.00	536,410.79
REPORT TOTALS:	151	536,410.79	0.00	536,410.79

7/11/2016 1:05 PM
 DEPT: ALL
 PAYROLL NO#: 01
 PAY PERIOD BEGINNING: 6/26/2016
 PAY PERIOD ENDING: 7/09/2016

PAYROLL CALCULATION

PAGE: 27

PRELIMINARY

CALC. CT.: 2

*** GRAND TOTALS ***

-----EARNINGS-----			----BENF/REIMB----		-----DEDUCTIONS-----				-----TAXES-----			
DESC	HRS	AMOUNT	DESC	AMOUNT	CD	ABBV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
SAL	541.50	17,365.01			2EC	2EC	2.96	696.74	FED W/H	59,255.22	5,157.21	
HOURLY	1,986.25	34,390.97			2EF	2EF	4.52	527.17	ST WH AZ	59,255.22	1,805.23	
OT	70.00	1,896.62			2HS	2HS	337.50	322.62	FICA	68,562.22	4,250.83	4250.83
OC	501.00	501.00			ACR	ACR		3.68	MEDI	68,562.22	994.16	994.16
HOL	84.50	2,120.25			APR	APR	132.75					
VEE	238.50	4,304.01			APS	APS	85.81					
VDH	229.50	8,825.69			CEF	CEF	169.29	634.71				
VFSLA	23.00	557.79			CEO	CEO		1281.24				
SICK	17.25	319.28			CES	CES	443.28	2104.44				
CE	3.75	0.00			DEC	DEC	21.80	137.45				
CT	52.25	1,003.57			DEF	DEF	73.50	272.23				
	33.50	0.00			DEO	DEO		271.46				
					DES	DES	67.80	319.90				
					HEC	HEC	66.84	1485.76				
					HEF	HEF	243.12	3301.44				
					HEO	HEO		2358.40				
					HES	HES	129.45	2208.20				
					HSA	HSA	808.27	2111.75				
					ICM	ICMA	1080.69	157.69				
					LTD	STLTD	71.52	71.52				
					NRS	NRS	125.00					
					PSR	PSR	1958.62	5016.75				
					SR	STRET	5792.80	5792.80				
					SRB	STRBB	349.89					
					VEC	VEC	24.12					
					VEF	VEF	77.04					
					VEO	VEO	44.73					
					VES	VES	75.00					
					VLC	VLC	0.32					
					VLE	VLE	54.20					
					VLS	VLS	4.60					
TOTALS:	3,781.00	71,284.19		0.00			12245.42	29075.95			12,207.43	5244.99

-----DEPARTMENT RECAP-----									
DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
	71,284.19	51,755.98	4,016.87	15,010.34	501.00	0.00	12,245.42	12,207.43	46,831.34
TOTALS	71,284.19	51,755.98	4,016.87	15,010.34	501.00	0.00	12,245.42	12,207.43	46,831.34

REGULAR INPUT: 48 MANUAL INPUT: 0 CHECK STUB COUNT: 0 DIRECT DEPOSIT STUB COUNT: 48

7/25/2016 3:01 PM
 DEPT: ALL
 PAYROLL NO#: 01
 PAY PERIOD BEGINNING: 7/10/2016
 PAY PERIOD ENDING: 7/23/2016

PAYROLL CALCULATION

PRELIMINARY

*** GRAND TOTALS ***

-----EARNINGS-----			----BENF/REIMB----		-----DEDUCTIONS-----				-----TAXES-----			
DESC	HRS	AMOUNT	DESC	AMOUNT	CD	ABBV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
SAL	723.00	26,389.44			2EC	2EC	2.96	696.74	FED W/H	62,977.86	5,680.91	
OT	80.00	2,319.28			2EF	2EF	4.52	527.17	ST WH AZ	62,977.86	1,969.09	
OC	461.50	461.50			2HS	2HS	337.50	322.62	FICA	72,664.43	4,505.19	4505.19
VEE	170.44	3,360.17			ACR	ACR		34.42	MEDI	72,664.43	1,053.63	1053.63
VDH	14.00	537.74			APR	APR	132.75					
VFSLA	63.00	1,936.35			APS	APS	85.81					
SICK	30.63	554.01			CEC	CEC	73.02	455.91				
CT	16.50	333.11			CEF	CEF	169.29	634.71				
	43.93	0.00			CEO	CEO		1281.24				
					CES	CES	443.28	2104.44				
					DEC	DEC	26.16	164.94				
					DEF	DEF	73.50	272.23				
					DEO	DEO		271.46				
					DES	DES	67.80	319.90				
					HEC	HEC	66.84	1485.76				
					HEF	HEF	243.12	3301.44				
					HEO	HEO		2358.40				
					HES	HES	129.45	2208.20				
					HSA	HSA	808.27	2111.75				
					ICM	ICMA	1080.69	157.69				
					LTD	STLTD	76.29	76.29				
					NRS	NRS	125.00					
					PAC	PSACR		466.29				
					PSR	PSR	1950.96	4997.09				
					SR	STRET	6180.03	6180.03				
					SRB	STRBB	349.89					
					VEC	VEC	24.12					
					VEF	VEF	77.04					
					VEO	VEO	49.70					
					VES	VES	75.00					
					VLC	VLC	0.32					
					VLE	VLE	54.20					
					VLS	VLS	4.60					
TOTALS:	3,805.50	75,468.75		0.00			12712.11	30428.72			13,208.82	5558.82

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

DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
	75,468.75	65,966.59	2,319.28	6,721.38	461.50	0.00	12,712.11	13,208.82	49,547.82
TOTALS	75,468.75	65,966.59	2,319.28	6,721.38	461.50	0.00	12,712.11	13,208.82	49,547.82

REGULAR INPUT: 54 MANUAL INPUT: 0 CHECK STUB COUNT: 0 DIRECT DEPOSIT STUB COUNT: 54

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===== FUND TOTALS =====
01  GENERAL FUND                268,092.71
03  HURF (STREETS)              20,710.36
04  DEVELOPMENT REIMBURSEMENT    33.00
11  SEWER FUND                  208,838.90
12  TRASH FUND                   21,641.30
13  WATER FUND                   104,565.65
16  GRANTS FUND                  40,540.00
19  CEMETERY                     2,649.62
24  CAPITAL IMPROVEMENT          1,012.89
25  CDBG GRANT                    302.80
29  POLICE GRANTS                 8,424.30
34  SCHOOL OFFICERS FUND          4,007.48
80  DONATION FUND                 2,344.72
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      GRAND TOTAL:                683,163.73
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BOARD OF ADJUSTMENT

July 27, 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, JULY 27, 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 18th day of July at 3:45 p.m.

Dated this 18th day of July, 2016

TOWN OF CLARKDALE

By:


Stephanie Vocca
Community Development Technician

MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, JULY 6, 2016, AT 6:30 P.M. IN THE MEN’S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.

A **Regular Meeting** of the Design Review Board of the Town of Clarkdale was held on Wednesday, July 6, 2016, at 6:30 p.m. in the Men’s Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

BOARD MEMBERS:

Chairperson	Laura Jones	Excused
Vice Chairperson	Robyn Prud’homme-Bauer	Present
Board Members	Mike Garvey	Present
	Aaron Midkiff	Present

STAFF:

Community Development Director	Jodie Filardo
GIS/Planner II	Guss Espolt
Community Development Technician	Stephanie Vocca

Others in Attendance: Mr. Josh Riffel – Swords and Sabers Paintball

1. **AGENDA ITEM: CALL TO ORDER:** The Chairperson called the meeting to order at 6:32 p.m.
2. **AGENDA ITEM: ROLL CALL:** The GIS/Planner II called roll.
3. **AGENDA ITEM: PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing staff to study the matter, or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit comments to **FIVE minutes**.

No public comment.

4. **AGENDA ITEM: MINUTES:** Consideration of the **Regular Meeting Minutes of June 1, 2016.** Board Member Garvey motioned to approve the Regular Meeting Minutes of June 1, 2016. Vice Chair Prud’homme-Bauer seconded the motion. The motion passed unanimously.
5. **AGENDA ITEM: REPORTS:**

Chairperson and Member Report: Vice Chair Prud’homme-Bauer stated she was glad Board Member Midkiff was home safe and sound after his major accident in Costa Rica. Vice Chair Prud’homme-Bauer stated there was another successful block party on June 24th and the last block party would be on July 29th. At the July 29th block party, three businesses will be suspending their liquor licenses so beverages can be purchased in their establishments and taken out to the street.

Staff Report Updates: None

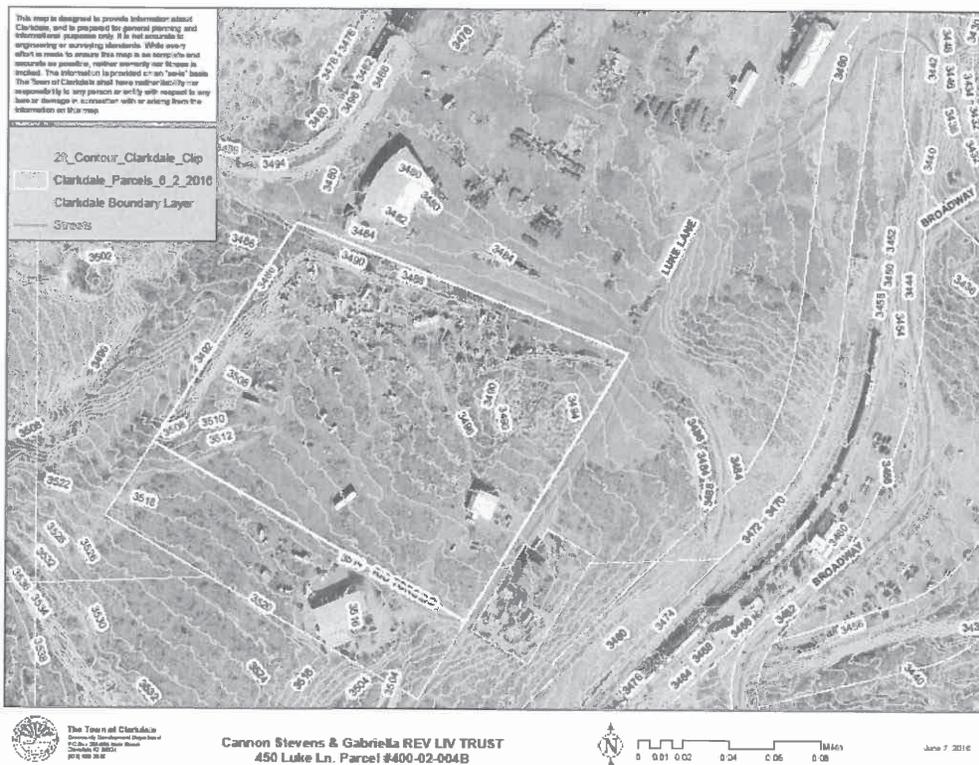
6. NEW BUSINESS:

- a. **CONSIDERATION AND POSSIBLE ACTION DRB #091277:** Discussion/possible action regarding an application for design review of a proposed paintball arena and site improvements on the 12.91 acre parcel located at 450 Luke Lane, Parcel #400-02-004B.

STAFF REPORT

Background:

Joshua Riffel and Chris Furry, Owners of Swords and Sabers Paintball LLC have submitted an application for design review for a paintball arena, and site improvements on the 12.91 acre parcel, located at 450 Luke Lane, Parcel # 400-02-004B. The property is zoned Industrial (I).



The following topics are presented from the application.

Land Improvements:

The applicants intend to help clean up the land from former operations that have left glass, debris and scrap metal on the property. While they will not be able to remove all of the debris, the remaining salvage metal will be consolidated to one portion of the property and will be screened from the public by the owner.

Paintball Turf:

The paintball turf is 150 ft. x 120 ft. Applicant will be expanding the fields to 170 ft. x 140 ft., set end to end comprising a total space of 340 ft. x 140 ft. Fields will have .5” inch thick green turf laid the full length and width to act as the playing area. The 10 foot buffer area around the playing area is for referees and players that have been eliminated to go to, so that they are quickly removed from the playing area and to safety.

Poles and Netting:

There will be telephone poles buried around the field, 16 per field for a total of 32 poles on the fields, plus 4 poles for the target range area. The poles will be surrounded on all sides by 12-foot high hybrid nylon mesh netting that is rated for paintball and air-soft play. The netting has larger holes at the top, with a tighter weave on the lower portion to prevent paintballs and air-soft pellets from escaping the field of play.

Office and Storage:

Office and warehouse area of the field will be constructed from shipping containers modified by AZ Containers to meet the specific need. They will be comprised of two 8’ wide x 8’ tall x 20’ long foot shipping containers laid side by side. One will house the office area and the other will be a storage area for the bunkers, pallets of paint, and the markers themselves. Both of the containers will be painted desert tan. There will be a shade structure attached to one side of the office for customers to stay out of the sun while waiting to get on the field. The shade structure will be made from fence posts and camo netting, a tan netting that provides shade for communications equipment used by the military. The Conex boxes will have motion sensitive security lighting, along with a security system that includes cameras.

Lighting:

The field will operate primarily on weekends: Friday, Saturday, and Sunday. Because paintball is light dependent sport, the hours of operation will be during daylight and vary with the season. As such, applicant will have summer and winter hours. During the summer the hours will be as follows: Friday 12 pm-7 pm, Saturday and Sunday 8 am-7 pm. The winter hours will be: Friday 12 pm-6 pm, Saturday and Sunday 8 am-6 pm. The last game would start 20-30 minutes prior to closing. The proposed 32 poles on the fields, about 15 will have lights faced down toward the field, with full shields to ensure their light is pointed to the field. The Conex boxes will have motion sensitive security lighting to dissuade any attempt at theft, along with a security system that includes cameras.

Parking:

There is currently a dirt road on the property that will be utilized by the public to access the paintball field. Applicant does not intend to modify this roadway, but will use water to help mitigate the dust produced by cars. The parking area will be grubbed of brush and other materials. Applicant will use used railroad ties to act as parking blocks. Parking spaces will be to the right of each lane and will be consistent with standard parking spaces, eight feet wide and 16 feet long.

Traffic Demands:

Applicant expects peak traffic times to be in the late mornings and early evenings, with intermittent traffic throughout the day. At times that coincide with train departures or arrivals, there will be an employee at the train crossing to direct traffic and help prevent accidents.

Fire Control:

The office and warehouse will have fire extinguishers inside and out and will utilize fire hydrant #2 as the primary hydrant and #141 as a secondary hydrant.

Waste Control:

Solid waste (trash) will be contained in a dumpster that will be emptied weekly. Clean John's will be contracted for two ADA accessible port-a-potties and one hand washing station which will be cleaned weekly to contain and dispose of human waste. There is no other hazardous waste production inherent.

Water Usage:

The water usage at the field will be limited to the cleaning of bunkers and masks, consumption by the public for drinking, dust control on the roadways and for a misting system.

Sign:

Single faced photo vinyl on an 8' High x 8' Wide, ½" thick Omega Board.

Colors:

Applicant's text will be white, logo will be a red and blue skull with sword and saber crossbones. Text and logo will be on a black spiral cloud background.

Font:

Font will be block stencil.

Materials and Attachment:

Sign will be made of ½" thick Omega board, mounted to a 2" x 4" top and bottom and properly fastened to the Conex box.

Staff Analysis

Internal Agency Review

This application was sent to the following Town of Clarkdale departments on 6/20/16: Public Works, Utilities and Police.

The following are their responses to the application:

Police Chief, Randy Taylor responded with “I see no concerns.”

Administrative Supervisor Public Works, Utilities Department Ellen Yates shared:

Dust control on the roadways: In accordance with the “**Drought and Water Shortage Preparedness Plan**”, Section 19-1-7 **Demand Reduction Strategies**, Paragraph 5 **DEMAND REDUCTION STRATEGY I “Water Alert”** Construction projects are required to use **reclaimed water or effluent** for construction and dust control purposes.

In accordance with the “**Drought and Water Shortage Preparedness Plan**”, Section 19-1-7 **Demand Reduction Strategies**, Paragraph 5. **DEMAND REDUCTION STRATEGY I “Water Alert”** Cooling of outdoor areas with water or misting devices is prohibited.

Public works Superintendent, Art Durazo shared: “I see no issues with the submitted application from the Public Works point of view.”

Outside Agency Review

The application was sent to the Clarkdale Fire District on 6/20/16.

Fire Chief Joe Moore responded with “I have met with the developer of the project and the Fire District has no concerns regarding this project.”

Purpose and Applicability of Design Review

Zoning Code Chapter 11, Section 11-1 Purpose and Applicability of Design Review.

A. This ordinance shall apply to new buildings and redevelopment as defined in this ordinance or the Town of Clarkdale Zoning Ordinance, except single family dwellings and accessory uses, and shall also apply to all public buildings and facilities. Structures (other than buildings), signs, landscaping, parking areas, public facilities and enclosures will be reviewed by the Design Review Board if a part of new building development or building redevelopment.

Code Review

Structures:

Zoning Code Chapter 3 Section 3-14 I. 3. Storage Facilities-Outside storage and display shall be permitted provided:

- a. It is setback from the street or public right-of-way so as not to obstruct pedestrian or vehicular traffic and allow necessary visibility of traffic signal, signs and approaching traffic.*
- b. Display or storage areas are kept free of litter and debris.*
- c. Goods, merchandise and materials are properly secured against theft, vandalism or loss.*
- d. Display or storage areas are established and maintained in conformance with fire access standards of the 2003 International Fire Code.*

Per this application, two Conex boxes will be used for storage, office and warehouse area. As presented, this application complies.

Signs:

Zoning Code Chapter 7, Section 7-8 Permitted Signs. P. Wall Signs:

1. **Maximum number equals one per approved wall area. An approved wall area, per Definitions, Chapter Two of the Town of Clarkdale Zoning Code is a wall facing a public street or containing the primary public access.** The proposed wall sign will be visible from Luke Lane and complies with the sign count.
2. **Maximum height equals top of wall to which affixed.** Application complies.
3. **Maximum projection from wall surface equals 18 inches, with a minimum clearance of 9 vertical feet if located over a public right-of-way.** The proposed sign does not project from the wall. Application complies.

Zoning Code Chapter 7, Section 7-9 Maximum Sign Square Footage for Commercial Uses: The property's linear street frontage is 734'. The size of the proposed signs = 64 square feet.

Calculation of remaining allowed signage space:

734 total considered linear feet x 1.5 square feet allowed per linear foot = 1,101 total square feet of signage permitted

1,101 permitted signage in square feet – 64 square feet of requested signage per this application = 1,037 square feet remaining for additional signage, to be shared between Swords and Sabers Paintball and Wesie's Auto Body.

Application complies.

Landscaping:

Zoning Code Chapter 11 Section 11-4 Review Criteria for Design Review A-11 Landscaping: *Landscaping shall be visually compatible with the landscaping around the buildings, structures and places to which it is related.* Applicant plans no additional landscaping. Applicant's intent is to keep the natural desert landscaping in the Industrial area.

Zoning Code Chapter 3 Section 3-14 I. 2. Landscaping and Paving: *All open areas of an improved lot shall be maintained in a dust free conditions by landscaping with trees, shrubs, or suitable groundcover. Undisturbed natural growth is encouraged, however, covering with material which will provide an all-weather surface as an alternative.*

The application as submitted **does not** comply. To rectify this lack of compliance, applicant shall gravel the proposed parking area and driveway to reduce dust from the project. Dust control shall be performed according to Town Code. In addition, staff recommends the applicant communicate with adjoining property owners to pursue the possibility of applying additional gravel to Luke Lane in preparation for additional traffic on the private road.

Parking Areas:

Zoning Code Chapter 11, Section 11-13 e. 3. Parking Layout and Design: *Off-street parking must conform to the following standards: Parking stalls and isle layout must conform to the following standards: Parking Angle-60 degrees, Stall Width 9'-0", Stall Depth 20'-0", Lane Width 18'-0", Direction one way only.* The application as submitted **does not** comply. The width of each parking space is one foot too narrow to comply. Applicant has a .91 acre parking area, and can park 50 vehicles within this area. Applicant shall also install two ADA handicap parking spaces. The applicant expects between 15 and 30 vehicles per day, with a maximum of 70 vehicles per day. Application as presented is insufficient as designed and needs to be augmented to accommodate the additional 20 vehicles.

Enclosures:

Zoning Code Chapter 4, Section 4-8 Fence Height. D. and E.

D. Fences adjacent to streets in Commercial (C) and Industrial (I) zone districts may exceed four (4) feet provided sight distance triangles as defined in Section 4-8 A 1. b. or c. are maintained. The proposed nylon mesh fence-netting is not adjacent to streets. Application complies.

E. All fences exceeding six (6) feet in height must meet minimum standards for wind load and design standards, as certified by a State of Arizona licensed engineer.

1. The minimum design standard for wind load for the mesh screening material is to withstand a 90 mph wind gust for 3 seconds. The proposed mesh screening has an 8% wind load standard. Application complies.
2. The design and the installation of the poles supporting the screening material shall be approved by the Building Official. Standard installation required 1/3 of the total length of the pole shall be installed below ground level to support 2/3 of the total length of the pole above ground. An 18' tall pole will have to set 6' in the ground with the remaining 12' above ground to accommodate for the screening.

Lighting

Zoning Code Chapter 8, Section 8-7 Lighting Requirements. F. Class 1 lighting:

Class 1 lighting, including but not limited to sales, service, commercial, assembly, repair, maintenance, and industrial areas, may only continue in operation until 10:00 p.m., or for as long as the area is in active use. This provision is not applicable to fixtures lawfully installed or implemented prior to the adoption of this ordinance. Application complies.

Zoning Code Chapter 8, Section 8-7 Lighting Requirements. K. Outdoor Athletic Fields:

Lighting, in all cases, for all outdoor athletic fields, courts, tracks or ranges shall be considered Class 1. Application complies.

Zoning Code Chapter 8, Section 8-7 Lighting Requirements. R. The requirements for lamp source and shielding of light emissions for outdoor light fixtures:

The Applicant has flood lights specified that **do not** meet Town Code shielding requirements as submitted. Upon review, staff requires the applicant to paint the luminary on every one of the proposed lights to eliminate light dispersal through the luminary. This will create shielding on all field lighting and compliance with Town Code.

Based on Town Zoning Code and the size of the property, this project qualifies for a total of 1,291,000 lumens of lighting. Lighting on site will be minimal. The two Conex boxes will have double motion sensing security lights installed on the outside, and 15 of the 32 field poles will have fully shielded lights.

Proposed lumens per this application are 64,815, leaving a total of 1,226,185 lumens unused on the 9.52 acre lot. There will be no overhead parking lot lights. Application complies.

Pertinent Design Guidelines as reviewed by DRB on 02/06/2013

1. ***No more than three different fonts should be used in the text for the sign.*** The proposed sign has (1) font and does not exceed the suggested font counts. Application complies.
2. ***Sign should have no more than 50 percent opacity. Dark background colors are preferred.*** The proposed sign complies with the new criteria. Application complies.
3. ***Signs should be non-reflective.*** The proposed sign has no reflectivity. Application complies.
4. ***Signs should be readable from the closest major road.*** The readability of the sign complies with the new criteria. Application complies.

Staff Detailed Recommendations:

Staff has determined the Application **does not** comply with all code requirements as submitted, although there are modifications suggested within this Staff Report to the applicant which will result in bringing this application into compliance. With the modifications to the application as summarized below, staff recommends approval of **DRB-091277** Swords and Sabers Paintball with the following stipulations of approval:

1. All signage shall be installed as reviewed and approved by the Design Review Board.
2. Applicant is required to obtain a building permit from the Community Development Department prior to installation of the 32 poles on the fields and the two Conex boxes. Installation of the 32 telephone poles buried around the field, 4 poles for the target range area, and Conex box placements shall be inspected and approved by the Town's Building Official prior to the issuance of a certificate of occupancy for the project.
3. The luminary shall be painted prior to installation to create shielding on all field lighting and compliance with Town Code.
4. The proposed use of misters shall be removed from the application.

5. Applicant shall modify the parking design to provide for a total of 70 spaces and shall cover the proposed parking area and driveway in gravel to reduce dust generated from the project. Also to be installed in the parking area by the applicant is a stable landing surface as required by Town Code in service of the 2 required ADA spaces. No building permit shall be issued by the Town until the amended parking plan is approved by the Community Development Director.
6. All contractors shall have a current business license with the Town of Clarkdale.
7. Dust control shall be performed in compliance with Town Code.
8. Any changes to the design approved by DRB shall be reviewed and approved by the Director of Community Development prior to implementation who may determine the application needs to return to the Design Review Board for review and approval.

Possible Motions:

I move to approve application DRB-091277 with the stipulations proposed by staff.

I move to approve application DRB-091277 with the stipulations proposed by staff with the following changes/additions:

I move to postpone action on DRB-091277 until a specific date and direct staff and/or the applicant to provide the following:

I move to deny the application for DRB-091277 based on the following specific reasons:

END OF STAFF REPORT

Questions to Staff / Applicant: Vice Chair Prud'homme-Bauer asked Mr. Riffel if he had anything to add to the Staff Report and suggested addressing the sign first. Josh stated the name "Swords and Sabers" came from the military backgrounds of him and his partner, with the sword and saber representing the Army and Navy. Vice Chair Prud'homme-Bauer asked if any additional signage would be installed to direct customers to the business. GIS/Planner II Espolt stated he had discussed the future wayfinding sign with Mr. Riffel and he would be interested in having his business featured on the sign. Vice Chair Prud'homme-Bauer stated it will be very important to have directional signs because people are not familiar with the area. Mr. Riffel agreed and stated it is even tough to find the location on a GPS.

The site was addressed next. Vice Chair Prud'homme-Bauer asked what was going to be done with the scrap metal and debris on the parcel of land. Mr. Riffel stated his understanding was it was going to be relocated to the north end of the parcel and a berm was going to shield it. Vice Chair Prud'homme-Bauer stated she had concerns with this method and suggested the scrap metal and debris be fenced off because it is a safety issue and a liability. Mr. Riffel stated he planned to add more fields in the future and at that point he would agree there should be fencing added. Vice Chair Prud'homme-Bauer stated the fencing should be considered now because of the safety issue due to customers potentially wandering around the property. Board Member Midkiff agreed. Board Member Garvey suggested instead fencing the parking lot to help

guide customers to areas they should be in. Vice Chair Prud'homme-Bauer stated she would love to see the area cleaned up but there was no guarantee of that. Mr. Riffel stated he had been guaranteed by the owner that the parcel would be cleaned up. Community Development Director Filardo suggested the board make a stipulation regarding the scrap metal and debris that Mr. Riffel could take back to the owner.

Board Member Midkiff asked about the noncompliance of the landscaping and GIS/Planner II Espolt referred him to the stipulation regarding landscaping.

Board Member Midkiff asked about the parking lot and the 70 spaces. Mr. Riffel clarified he actually meant that he estimated 70 people at one time, not 70 vehicles. Mr. Riffel stated he would not expect more than 50 vehicles at one time. Mr. Riffel stated complying with a 9'x20' parking space would not be an issue. Vice Chair Prud'homme-Bauer suggested if Mr. Riffel has a special event he talk to surrounding owners notifying them and also checking on additional parking. Mr. Riffel stated he has many event ideas in mind such as a "Guns vs. Hoses" event and he would be sure to talk to the surrounding owners for a special event. Board Member Midkiff asked if the staff has any way to determine occupancy on projects such as Mr. Riffel's. Community Development Director Filardo stated this is a new endeavor and there are no current standards for a project like this. Mr. Riffel stated the fields are made for 5-on-5 or 7-on-7 games and even when both are running, there will not be more than 40 people on the fields. Mr. Riffel also stated the fields will remain separated but the separator can be removed to create one large field for bigger groups. Board Member Midkiff brought up concerns regarding two games overlapping with 40 people each and the issues that would be caused with parking and coming and going of customers. Mr. Riffel explained he doesn't plan on having large turnover at one specific time and he predicted small amounts of turnover throughout the day.

Vice Chair Prud'homme-Bauer asked Mr. Riffel what shading would be provided in the staging area. Mr. Riffel stated camo netting that is breathable but provides shade would be used and in the future he would like to add more permanent shade structures.

Vice Chair Prud'homme-Bauer asked why the Conex boxes did not need fire suppression systems and it should be put in writing. Community Development Director Filardo stated fire extinguishers would be used for fire suppression and because there would not be customers in the building, fire sprinklers were not required.

Vice Chair Prud'homme-Bauer asked Mr. Riffel to give a background on paintballs and a description of the site maintenance and cleaning process. Mr. Riffel stated the paint is made out of fish oil and food coloring and the outside casing is gelatin and completely biodegradable. Mr. Riffel stated the fields will be cleaned up several times per day with rakes and shovels.

Vice Chair Prud'homme-Bauer thanked Mr. Riffel for educating her and brought up the concern of the train crossing and how safety issues would be handled. Mr. Riffel stated he would talk to the train and get a full schedule so he could coordinate having an employee at the crossing during those times. Mr. Riffel stated he planned on giving a safety briefing to his customers regarding the train and train safety. Vice Chair Prud'homme-Bauer stated it was a good idea to have an employee at the crossing but asked how the employee would be trained and if the employee would have a walkie talkie in case of emergencies. Vice Chair Prud'homme-Bauer also informed Mr. Riffel of other trains that use the railroad and suggested he meet with them as well. Mr. Riffel stated he agreed with Robyn and safety is the main concern but it is a

private area and he can't control everything that happens. Vice Chair Prud'homme-Bauer stated employees would need to be trained on how to deal with trains safely and suggested that Mr. Riffel create a Train Safety Plan for customers as well as employees.

Board Member Midkiff asked if the staff had guidelines on how many portable restrooms would be needed on-site for the occupancy amount. Mr. Riffel stated he went with ADA accessible portable restrooms and they would be cleaned and serviced every Wednesday. Community Development Director Filardo stated we don't have standards on restrooms per person but we do have two portable restrooms at lower TAPCO that are serviced weekly and it seems to be working out well.

Vice Chair Prud'homme-Bauer asked about water for the property and Mr. Riffel stated there is a water line on the property and he would be working with utilities to get a line to the Conex boxes and get it metered.

Vice Chair Prud'homme-Bauer brought up road maintenance and suggested Mr. Riffel speak with the owners that use the road to coordinate maintenance of the road and possible purchase of a speed limit sign even though speed would not be enforced because it is a private road.

Vice Chair Prud'homme-Bauer asked how likely the security lights were to come on from animals in the area at night and suggested the lights face downward as much as possible. Mr. Riffel stated he will be sure to set the lights up for low sensitivity but he is also trying to protect his equipment in the Conex boxes. GIS/Planner II Espolt suggested Mr. Riffel look into security cameras and Mr. Riffel stated it was something he was looking into through Verizon. The board discussed the stipulations regarding parking, the enclosure or removal of the scrap metal and debris, and train safety.

Public Comment: None

BOARD ACTION: Board Member Garvey moved to approve the application for Swords and Sabers Paintball with the following eight recommendations by staff, with the revision of number 5, plus two additional stipulations from the Board:

1. All signage shall be installed as reviewed and approved by the Design Review Board.
2. Applicant is required to obtain a building permit from the Community Development Department prior to installation of the 32 poles on the fields and the two Conex boxes. Installation of the 32 telephone poles buried around the field, 4 poles for the target range area, and Conex box placements shall be inspected and approved by the Town's Building Official prior to the issuance of a certificate of occupancy for the project.
3. The luminary shall be painted prior to installation to create shielding on all field lighting and compliance with Town Code.
4. The proposed use of misters shall be removed from the application.
5. No building permit shall be issued by the Town until the amended parking plan is approved by the Community Development Director.

6. All contractors shall have a current business license with the Town of Clarkdale.
7. Dust control shall be performed in compliance with Town Code.
8. Any changes to the design approved by DRB shall be reviewed and approved by the Director of Community Development prior to implementation who may determine the application needs to return to the Design Review Board for review and approval.
9. All debris shall be removed from the property or relocated to the north end of the property and shall be fenced off to prevent accidental customer access to the debris before the Certificate of Occupancy is issued.
10. A Train Safety Plan shall be approved by the Community Development Director before the Certificate of Occupancy is issued.

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

7. FUTURE AGENDA ITEMS:

8. **ADJOURNMENT:** Board Member Garvey motioned to adjourn the meeting. Board Member Midkiff seconded the motion. The motion passed unanimously. The meeting adjourned at 7:55 p.m.

APPROVED BY:

Vice Chair
Robyn Prud'homme-Bauer

SUBMITTED BY:

GIS/Planner II
Guss Espolt

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON TUESDAY, JULY 19, 2016 IN THE MEN'S LOUNGE, 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, July 19, 2016 at 4:00 p.m., in the Men's Lounge, 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	Excused
	Deborah Hunseder	Present

Staff:

Community Development Director	Jodie Filardo
Senior Planner	Beth Escobar
Community Development Technician	Stephanie Vocca

Others in Attendance: Kacie Tomerlin

1. **CALL TO ORDER:** Chair deBlanc 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 June 21, 2016.**

Commissioner Erickson moved to approve the Regular Meeting Minutes of June 21, 2016. Commissioner Hunseder seconded the motion. The motion passed unanimously.

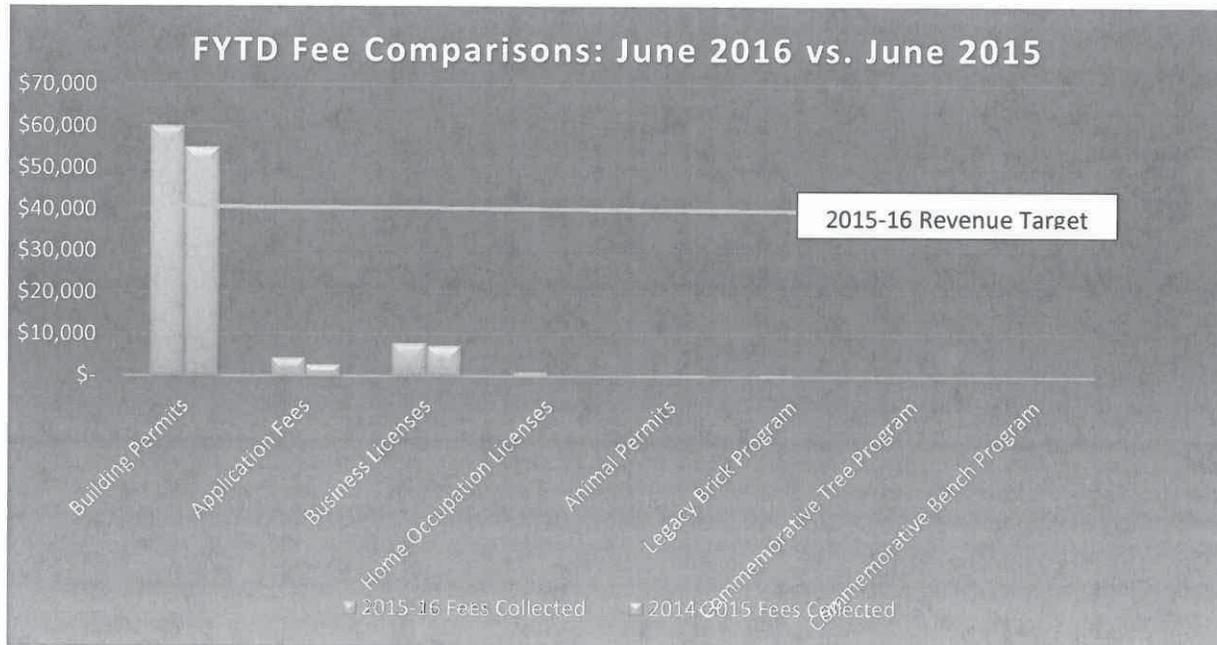
5. **REPORTS:**

Chairperson Report – Commissioner Erickson stated that he would be at the August meeting as he previously had thought he would not.

Director's Report – Community Development Director Filardo stated we exceeded our building permit revenue target for 2015-2016 and we just had a DRB approval on a new paintball facility. Vice Chair Erickson asked if the land for the facility had been purchased and Community Development Director Filardo stated the land had not been purchased but it was being leased from Steve Cannon. Community Development Director Filardo discussed the marketing programs we have under way including the Arizona Office of Tourism Co-op and the "Only Locals Know" #. Community Development Director Filardo attended the regional mixer for

Verde Valley and said goodbye to Lana Tolleson, the CEO of the Cottonwood Chamber of Commerce.

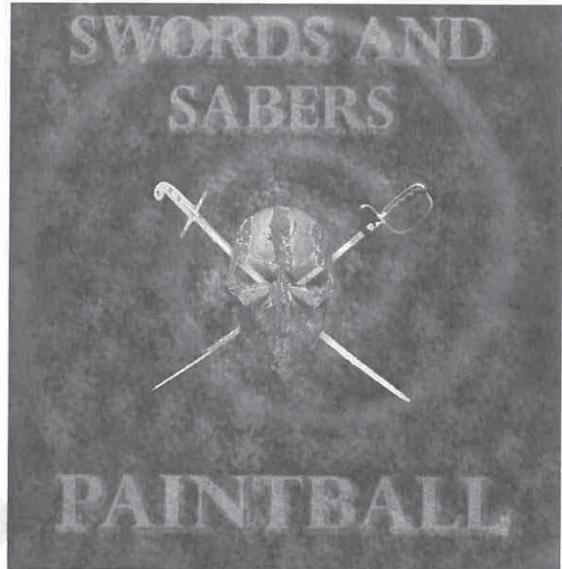
1. **Statistics as of June, 2016 –100% of fiscal year completed**



2. **Recent Permits Issued - 20 total**

- Accessory structure, shade structure, and electrical upgrade at 708 Second North Street
- Fence at 1580 Cholla Lane
- Patio cover at 423 McKinnon Road
- 5.3 KW photovoltaic solar electric at 820 Lanny Lane
- Photovoltaic solar projects at 3 locations:
 - 700 Red Tail Hawk Drive: 5.8 KW
 - 380 Black Hills Drive: 7.4 KW
 - 1151 Sunrise Drive: 5.3 KW
- 12 Townhomes at the Mt. Gate Subdivision. The addresses are:
 - 619, 620, 621, 622, 623, 624, 625, 626, 627, 629, 631 and 633 Haynes Drive
- Accessory structure at 1891 Moonlight Lane

Design Review Board Updates – On July 6, 2016 the Clarkdale Design Review Board approved application DRB-091227. The Board approved the application for Swords and Sabers Paintball with the following eight recommendations by staff, with the revision of number 5, plus two additional stipulations.



1. All signage shall be installed as reviewed and approved by the Design Review Board.
 2. Applicant is required to obtain a building permit from the Community Development Department prior to installation of the 32 poles on the fields and the two Conex boxes. Installation of the 32 telephone poles buried around the field, 4 poles for the target range area, and Conex box placements shall be inspected and approved by the Town's Building Official prior to the issuance of a certificate of occupancy for the project.
 3. The luminary shall be painted prior to installation to create shielding on all field lighting and compliance with Town Code.
 4. The proposed use of misters shall be removed from the application.
 5. No building permit shall be issued by the Town until the amended parking plan is approved by the Community Development Director.
 6. All contractors shall have a current business license with the Town of Clarkdale.
 7. Dust control shall be performed in compliance with Town Code.
 8. Any changes to the design approved by DRB shall be reviewed and approved by the Director of Community Development prior to implementation who may determine the application needs to return to the Design Review Board for review and approval.
 9. All debris shall be removed from the property or relocated to the north end of the property and shall be fenced off to prevent accidental customer access before the Certificate of Occupancy is issued.
 10. A Train Safety Plan shall be approved by the Community Development Director before the Certificate of Occupancy is issued.
3. Marketing Clarkdale. The marketing for the Town is expanding with an array of collaborations with organizations including the Arizona Office of Tourism, the Verde Canyon Railroad, the Clarkdale Downtown Business Alliance, the Arizona Copper Art Museum, the Sedona Verde Valley Tourism Council and other businesses in the area. First, the Town as the officially-designated Destination Marketing Organization (DMO) for Clarkdale is spearheading an application to participate in FY2017 Arizona Office of Tourism Cooperative Marketing Program. With regional partners, the program provides a 50/50 match of funds (\$5,000) raised amongst the partners. The commitments for funding are as follows: the Town, Verde Canyon Railroad, the Arizona Copper Art Museum for \$1,000 each and the Clarkdale Downtown Business Alliance for \$2,000. With this match, the partners are going to

buy digital ads on TripAdvisor for the months of November, January, March, April, and May. These months will position visitors when the Town or partners either have events planned or need traffic.

In conjunction with the digital ads, we will also be spearheading the creation of a landing page from the TripAdvisor banner promotion named ExperienceClarkdale.com. This will be developed with \$1,000 of additional support from the Clarkdale Downtown Business Alliance. With these ads, over 117,000 clicks are committed by TripAdvisor, so we know we will be reaching a lot of folks. This is the first time Clarkdale has participated in the AOT co-op marketing program and we're really excited to see how this goes.

In addition, we're collaborating with the Verde Canyon Railroad on the social media campaign #OnlyLocalsKnowClarkdaleAZ. In this campaign, we're highlighting a secret known by Clarkdale residents (or at least some of them J) for cute tidbits about our town that may entice folks to visit. Stay tuned for that.

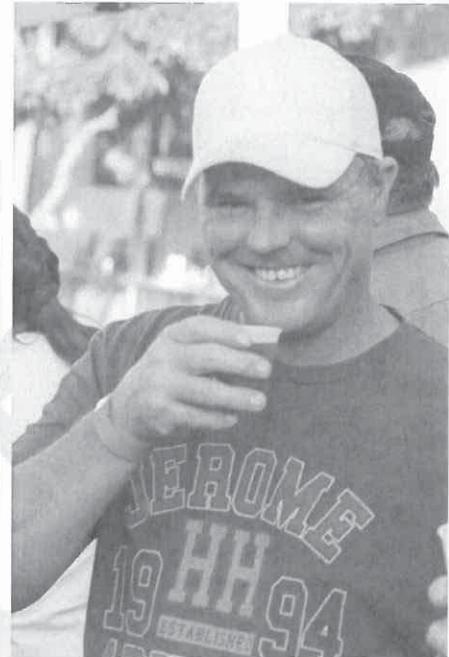
In addition, we're participating in the upcoming AOT media trips to Vancouver, BC and Los Angeles working with our regional partners to support Teresa Propeck in going on the mission. We're also going to be contributing 40 Clarkdale water bottles filled with coupons and other small items for her to hand out to the folks who will be



visiting her booth. Others in the Verde Valley are providing additional gifts and items. Lastly, we have a visitor from AOT coming up to Clarkdale and the Arizona Copper Art Museum this weekend. She has copies of our brochures, info on the concert, and info on where to stay in Clarkdale. Lots of promoting Clarkdale is happening!

4. **Regional Mixer for Sedona Verde Valley.** On June 28th, Jodie attended the regional mixer for the Sedona Verde Valley Region held at Blazin' M Ranch. Not only was this a chance to support the tourism enterprise in our area, but also it was the chance to say goodbye to Lana Tolleson as she and Doug are returning home to Texas after over eight years here. We also got a chance to congratulate Christian Oliva del Rio as he moves forward as the new President/CEO of the Cottonwood Chamber of Commerce.

5. **Clarkdale Events** – The fun continues in Clarkdale. Mark your calendars for the July 23rd Concert In the Park featuring the fan favorite, Cadillac Angels from 7-9 PM, and for the last Block Party of the season on July 29th from 6-9 PM on Main Street.



6. **OLD BUSINESS:**

- a. **PUBLIC HEARING:** Discussion/possible action regarding:
AN ORDINANCE AMENDING THE TOWN OF CLARKDALE ZONING CODE TO REVISE CHAPTER TWO – DEFINITIONS TO ADD NEW DEFINITIONS FOR AGRIBUSINESS AND AGRICULTURAL USES; CHAPTER 3 – ZONING DISTRICTS, SECTIONS 3-9, 3-10, 3-11, 3-12 AND 3-14 TO ADD AGRIBUSINESS AND AGRICULTURAL USES AS CONDITIONAL USES AND CHAPTER 5 – CONDITIONAL USE PERMIT ADDING SECTION 5-6-14 OUTLINING THE REQUIREMENTS FOR A CONDITIONAL USE PERMIT FOR AGRIBUSINESS AND AGRICULTURAL USES.

Discussion:

Senior Planner Escobar stated section 5-6-14 of the Conditional Use Permit is important because these standards will be the review standards for applications that come forward with these uses. Senior Planner Escobar stated this is a new ordinance allowing this use and because it is new, and it will affect neighboring residential property, specific requirements need to be created. Senior Planner Escobar pointed out that section 5-6-16.F had requirements added for pest management, fertilizer, and soil. Senior Planner Escobar stated Arizona does have regulations for agriculture and applications will need to meet state regulations but because it is a Conditional Use Permit for a new use, the commission can create additional regulations.

Senior Planner Escobar informed the Commission to take public comment and make the decision to send the draft back to staff or go forward and send the draft to the Town Council. Commissioner Olguin asked Senior Planner Escobar if a point-by-point response had been sent to Mr. Sigg regarding the issues that he

raised. Commissioner Olguin stated Mr. Sigg raised some very specific points and it would be best to send him a response. Senior Planner Escobar stated she told Mr. Sigg that she would be bringing his response forward and once she received feedback from the Commission and the Town attorneys, she would have a response. Senior Planner Escobar stated she would certainly follow up. Chair deBlanc opened the meeting up for public comment.

Public Comment:

Kacie Tomerlin, resident of Perkinsville area. Ms. Tomerlin read the following comments:

Thank you for the opportunity to comment on the Changes to the Town of Clarkdale Zoning Code to Permit Agricultural Uses [reference July 1, 2016 draft]:

Policy Statement:

There is no definition of "sustainable local" agriculture, but the draft expects people to adhere to it. How do you enforce what you do not define?

Agriculture has various topographies - which ones does the draft intend to exclude?

In Arizona agriculture I have a right to put water to beneficial use. How does that comport with the draft vision of recognizing water as a precious and finite resource?

Section 2-1 Definitions:

"Agriculture" is defined by state statute. Clarkdale cannot re-define what is covered in state statute for its own purposes. And the state definition of "agriculture" is much broader than your draft proposal. See A.R.S. 3-111.

The definition of "agribusiness" would include the sale of all inputs to a producer, but the draft zoning code appears to have a different intent. The draft goes on to re-define "agribusiness" in Section 3-9 [which does not match the definition in Section 2-1] with your qualifiers. Which definition is to be used?

Section 3-9:

Refining and sales are lumped together when they are entirely different functions. To sell a product I must be in a permanent structure? What if I sell my product over my mobile phone - according to the draft I must be in a permanent structure. By "refining" is the intent to include adding value beyond harvest? Does it include displaying products for sale? Does it include merchandizing or bundling products for sale? If I sell my products, on site, at harvest, how do I do that from a permanent structure? "Refining" is not defined. State law differentiates between producers and shippers. As I understand the draft proposals, farmers' markets would not be a permitted activity without permanent structures.

Amend Section 5-6 Conditional Use Permit:

As I understand this proposal, if I have "farmland" under an agricultural tax classification, rights to water, which is rights to put water to beneficial use and my operation has no substantial adverse effect on the public health and safety, what is your authority to now require a conditional use permit? See A.R.S. 3-112.

Application of agricultural pesticide use is regulated by the Arizona Department of Agriculture. Products are regulated by the Department of Environmental Quality.

Agricultural dust is regulated by the Arizona Department of Environmental Quality - not counties or local governments. All aspects of agricultural dust plans are regulated by the state - Clarkdale cannot impose their own plans or measures.

Application of agricultural pesticides require licensing and the products have quite specific labeling as to handling, methods, conditions and amounts. All of this is regulated under authority delegated from EPA to the states.

Given state statutes and agricultural operations in all other places of the state, what is your authority to require a conditional use permit?

Some of the authority assumed in this draft would be found in state statute and under the Arizona Department of Agriculture, the Arizona Department of environmental Quality and the Arizona Department of Water resources. I believe that creates a conflict.

Discussion:

Senior Planner Escobar clarified the comments made were regarding land use and as a municipality we have the right to impose land use regulations which wouldn't affect anyone outside Clarkdale boundaries. Senior Planner Escobar stated the Town does not currently allow agriculture so the purpose of this ordinance is to craft a zoning designation that allows agriculture use but fits in with the Town's residential community. Senior Planner Escobar stated the ordinance should be amended to refer to the state statutes and good points were made for clarification throughout the ordinance.

Senior Planner Escobar explained when an applicant comes forward with a Conditional Use Permit proposal, the staff will review, the Planning Commission will review, and finally the Town Council will approve the use. Senior Planner Escobar stated this process would help open discussions regarding pesticide use and water use.

Chair deBlanc asked about water rights. Senior Planner Escobar stated there is only one landowner with water rights and existing water rights would not be revoked. Chair deBlanc asked if the land owner's land changed hands would that have an impact. Senior Planner Escobar stated water rights are above the code so this situation would still be discussed because it is not a permitted use.

Senior Planner Escobar stated the reason for a Conditional Use Permit is so concerns can be voiced and the applicant has the opportunity to address them. Senior Planner Escobar stated once this ordinance is adopted, it can't be taken away and that is why the proposal is very conservative. Chair deBlanc asked if the discussion had anything to do with land outside of the municipal boundaries of the Town. Senior Planner Escobar stated the agriculture use does not refer to livestock so the definition is different from the definition of agriculture in Arizona State Statute because it does not include livestock and the Town does not require a Conditional Use Permit for running cattle on property. Commissioner Hunseder clarified the agriculture Conditional Use Permit will only apply for commercial, not residential uses.

Commissioner Olguin stated the explanation given by Senior Planner Escobar clarified several items and asked if those key points could be incorporated. Senior Planner Escobar stated the Commission could direct staff to revise the ordinance and directly respond to the public and Mr. Sigg.

Commission Action:

Commission directed staff to make the requested changes to the ordinance and bring it back to the August meeting. Commissioner Olguin approved the motion and Commissioner Hunseder seconded the motion. The motion passed unanimously.

- b. WORKSESSION: Discussion/possible action regarding the Focus Area Plan for the Bitter Creek Industrial Area

Discussion:

Senior Planner Escobar stated a plan was created only for Town owned property because people are interested in growing grapes and using the town's effluent. The vineyards, wine tasting room, and the byproducts manufacturing facility fit in well with the Sustainable Clarkdale Plan. Senior Planner Escobar gave her PowerPoint presentation.

Vice Chair Erickson stated there will be considerable challenges but the variety is very exciting with two 8-acre vineyards, a wine byproduct facility, wine tasting, and now an addition to the whole business with an industrial park and permaculture project. Vice Chair Erickson stated he foresees challenges with the bridge and the tram but great things are not going to happen tomorrow. Vice Chair Erickson stated it will be interesting to see what the stakeholders have to say regarding the road to Cement Plant Road and the old bridge.

Commissioner Olguin stated one basic concern is this is an industrial area and by definition, industrial areas are not clean and the soil may contain heavy metal and if we are going to have vineyards, heavy metals tend to concentrate in plants. Senior Planner Escobar stated there is not an answer to that because the property has not been tested but anyone interested in growing grapes would want to test the soil first. Commissioner Olguin stated we need to be very proactive and make sure we do our due diligence. Senior Planner Escobar stated the point was valid and recently when the Design Review Board approved the paintball field, one of the recommendations was for the soil to be covered with turf. Commissioner Olguin stated the Commission needs to look into the issue and figure out how to approach undesirable contaminants. Senior Planner Escobar stated that could certainly fold that into the plan but the Commission should recognize up front that it will be a large expense and that is one of the challenges of the area, unlike the 89A Focus Area Plan.

Town Manager Mabery stated she appreciated Commissioner Olguin bringing the issue up, but wanted to remind everyone Clarkdale currently has an extensive soil testing program in process. Town Manager Mabery stated the soil testing area does not include the focus area but due to patterns should provide some good basis for information and also anyone that is thinking about doing an agriculture project on this land would possibly need to do their own soil testing. Town Manager Mabery also stated independent soil testing for agriculture has come out favorable which has caused the push forward with more interest.

Vice Chair Erickson stated it would be beneficial to create a list of challenges the Commission should consider such as soil, the bridge, the road, crossing wetland, and of course money. Vice Chair Erickson stated at some point, the Commission needs to have a site visit and walk the property or stand up on 11th

street and view the property. Senior Planner Escobar stated the Commission could start at 11th Street and those Commissioners who wanted to go down to the property could do so. Senior Planner Escobar asked if the Commission was thinking of doing this before or after meeting with property owners. Commissioner Olguin stated this would be after, as he would like to hear what ideas the stakeholders have what their concerns are first.

Chair deBlanc asked about the map display and what the intent was because the area is zoned for heavy industrial use and the display is showing a vineyard. Senior Planner Escobar stated during discussion in June, the Commission decided they wanted to create something for people to look at and talk about and the Commission had concerns about the large area, so a draft was created that only included Town property to start which gives people the opportunity to give credible feedback. Senior Planner Escobar stated the vineyards are on the display because interest has been expressed for growing grapes with access to effluent. Chair deBlanc asked what would the benefits or constraints be for agriculture use in an area that is zoned industrial. Senior Planner Escobar stated that if the agriculture ordinance is adopted, agriculture in the industrial area will have to go through the Conditional Use Permit process and there is no difference between this area and 89A, besides access.

Commissioner Hunseder stated the plan is a high level visionary plan that represents the original Clarkdale Sustainable Plan. Senior Planner Escobar stated we are not trying to eliminate uses but trying to use all of them. Commissioner Hunseder asked the purpose of the aerial tram and Senior Planner Escobar stated it would be an economic development tool to get customers from Verde Canyon Railroad to Main Street instead of driving past it back to Cottonwood. Senior Planner Escobar stated Councilmember Regner had brought forward the idea during Focus Future II discussions. Vice Chair Erickson stated he sees a lot of what ifs but also a lot of possibilities that will be helpful to the town in one way or another. Senior Planner Escobar stated the Commission must keep in mind the Focus Area Plan is put into place to be a viable economic provider for the Town.

Town Manager Mabery stated this planning process is unique compared to what was undertaken with 89A because the Town of Clarkdale owns a large portion of the land, the planning area itself is much broader, so there is comfort with putting out ideas because this is Town property. Town Manager Mabery stated we have a unique opportunity and we have more control because 110 of those acres are Town owned land and the Town Council made this project a top priority during their strategic planning session. Town Manager Mabery stated great thought must be put into what the highest use is for this land and if it has agriculture use and that is a long term use it will be considered. Town Manager Mabery stated Council wanted to strike a balance of providing multiple opportunities in the area and they still want to see industrial uses but they do envision projects will happen in phases.

Chair deBlanc stated there are things that fit in heavy industrial such as glass blowing, ceramics with kilns, sculptors, and arts that need a foundry could be displayed on the map. Chair deBlanc stated displaying such things on the map could plant a seed and if the right person sees the idea, it would be a beautiful use for this zone. Commissioner Hunseder suggested what Chair deBlanc described could go into the 8-acre industrial park. Chair deBlanc suggested adding it to the description for the 8-acre industrial park. Senior Planner Escobar stated that could certainly be done and some specifics about what is allowed and what would fit in industrial area could be added. Senior Planner Escobar stated the additions would be made for the August meeting and the property owners and stakeholders would be invited to discuss.

Commission Action:

Commission directed staff to make the additions to the display map and to invite the property owners and stakeholders to the regularly scheduled August meeting.

7. **FUTURE AGENDA ITEMS**

Future agenda items will include agricultural uses and the Bitter Creek Industrial Area Plan.

8. **ADJOURNMENT**

- a. **Commissioner Hunseder moved to adjourn the meeting. Commissioner Olguin seconded the motion. The meeting was adjourned at 5:00 p.m.**

APPROVED BY:

SUBMITTED BY:

Ida deBlanc
Chairperson

Beth Escobar
Senior Planner

DRAFT

**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, July 13th, 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
Lynda Zanolli
Vacant

Town Staff:

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

AGENDA ITEM: CALL TO ORDER – Chairperson Peter Curé called the meeting to order at 6:01 pm.

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

AGENDA ITEM: INFORMATIONAL REPORTS

CHAIRPERSON'S REPORT- A report from the chairperson on current events.
There was no information to report.

STAFF REPORT – A report from the Community Services staff on current events.

Community Services Supervisor Dawn Norman reported the following:

- Concerts in the park:
 - Coverage for concerts has shifted to one Ambassador. Ambassador Georgia Reilly's daughter has offered to assist as a volunteer, reducing concert expenses to one Ambassador rather than two.
 - July 9th concert featuring the RD Olson Blues Band has received great reviews and produced 50/50 raffle results of \$452.50. This is one of the highest amounts collected for this season.
 - Arizona Office of Tourism featured Clarkdale Concerts in the Park in the Summer Concerts story that is running in the current Arizona Office of Tourism's e-newsletter, as well as online: <http://www.visitarizona.com/planning/local-word/arizonas-summer-concerts>.
- 2016 Reader's Choice Awards – Recent awards were announced and the Community Services Department received the following:
 - Best Place to hold a Wedding – Clarkdale Gazebo
 - Best Free Local Annual Event in Music – Concerts in the Park

Administrative Assistant Joni Westcott reported the following:

- **Verde Valley Imagination Library** – The Clark Memorial Library is partnering with the Verde Valley and Sedona Rotary Clubs to promote Dolly Parton’s Imagination Library. The Verde Valley Imagination Library offers a free gift of a new, age appropriate book to be sent directly to children each month until they turn 5 years of age. Children must reside in Camp Verde, Clarkdale, Cornville, Cottonwood, Jerome, Lake Montezuma, McGuireville, Rimrock, Sedona, Verde Village or the Village of Oak Creek in order to be eligible. The program kick-off is scheduled for Saturday, August 20th from 10 am-12 pm and will include Camp Verde, Cottonwood and the Clark Memorial Library. Representatives from the Rotary clubs will be present as well as library staff to present free books, fun activities and help parents register their children for the program. Staff is working with Commissioner Gomez to collaborate with Cottonwood Head Start on the event. Town and Head Start staff will be developing activities for children who attend the event. Additional volunteers to assist with the event are appreciated.
- **Facility Construction:** Construction has begun in the Clark Memorial Clubhouse Auditorium to remodel both the men’s and women’s bathrooms to meet ADA requirements. The Auditorium entry will also be brought up to ADA code. The facility will be offline for all rentals until October 15, 2016.

AGENDA ITEM: MINUTES - Discussion and consideration of the minutes of the Regular Meeting held on June 8th, 2016.

Vice Chairperson Kramer motioned to approve the Regular Meeting minutes for June 8, 2016, with the revision to page 3, second bullet, to correct invasive to invasive. Commissioner Gomez seconded the motion. The motion passed unanimously.

NEW BUSINESS:

AGENDA ITEM: WORKSESSION: VERDE RIVER @ CLARKDALE UPDATE – An update and review of May reports for the Verde River @ Clarkdale.

Supervisor Norman updated the Commission on the National Park Service grant. In October 2014 the Town of Clarkdale had been awarded the NPS Rivers, Trails, and Conservation Assistance Program grant for technical assistance. Community Services staff had begun discussions with NPS staff and had drafted a work plan in November 2014. The NPS staff member assigned to the project later informed staff that he was temporarily filling in for another agency and that the project would be on hold until his return. Staff received additional correspondence a few weeks later that he was accepting the temporary position permanently and the grant would be placed on hold for the time being. Recent communication with newly assigned NPS staff indicates that the grant is being renewed. Additional documentation from Community Services staff was required and provided. Staff is now waiting for instructions on moving forward with a planning meeting for the project.

The grant itself provides administrative technical support in order for local agencies and residents to collaborate in creating a viable trail system. TOC’s specific grant was to provide connectivity by creating a trail system from TAPCO River Access Point to Tuzigoot River Access Point to Tuzigoot National Park which went in line with what the Verde River Front organization had been working on.

Supervisor Norman also reported that she was contacted by a local gentleman who wished to operate horseback riding trips at TAPCO. It was determined by Town staff that the Town simply does not have the level of staff resources needed in order to broaden and implement additional outfitter use at this time. Vice Chairperson Kramer asked for clarification and Supervisor Norman explained that only River

Outfitters are permitted to operate from the designated river access points. Although it has been a part of an ongoing discussion to expand to other types of outfitters, staff time to create the additional processes necessary to make this happen is just not possible at this time. Staff will contact him if additional outfitter permits are established.

Supervisor Norman reviewed the Verde River @ Clarkdale reports and called for questions. Commissioners commented that they find the Ambassador reports interesting and appreciate being updated monthly regarding the activities and use of the river.

AGENDA ITEM: WORKSESSION: PARK RULES – A worksession to discuss smoking and alcohol use in Town parks.

Community Services Supervisor Norman explained that when Chapter 12 - Parks and Recreation Facilities Ordinance was adopted, it was done on a fast track due to the river access points opening and allowing commercial outfitters use of the sites. Staff intends to have the Commission review the current ordinance, a section at a time, to revise the ordinance to be more in line with Clarkdale. Staff is beginning with the smoking and alcohol use in parks as the subject matter continues to be a topic for the current Commission.

Currently, the only Town park that allows the use of alcohol is the Lower TAPCO River Access Point.

The current Park Ordinance reflects:

Section 12-1-16 Prohibited Substances

No person shall consume, distribute or possess any substance in violation of A.R.S. Title 13, Chapter 34, Drug Offenses, at parks and recreation facilities. No person shall consume, possess or distribute an open container of alcoholic beverages at parks, trails and recreation areas, unless such activity has been allowed through issuance of a permit from the Town, or in the event a particular park, trail, or recreation area has been exempted from this provision.

Supervisor Norman recapped that on April 9, 2014, the Parks and Recreation Commission made a recommendation to Council to exempt the Lower TAPCO River Access Point from Section 12-1-16 Parks and Recreation Facilities of the Town Code and to allow the use of alcohol at the site. Council approved Resolution #1468 exempting Lower TAPCO River Access Point from 12-1-16 Parks and Recreation Facilities of the Town Code on May 27, 2014.

Supervisor Norman also provided the following information about other municipal community parks and the use of alcohol:

- City of Cottonwood - River Front Park allows alcohol but it is limited to beer only in non-glass containers.
- City of Sedona's ordinance is the same as the Town of Clarkdale
- Town of Camp Verde does not allow alcohol in parks
- City of Prescott allows alcohol in some parks and some are by permit only
- Phoenix area parks offer the purchase of a beer permit if they rent a park facility

There was open discussion about how the Town currently handles requests to have alcohol in the parks. Supervisor Norman explained that private events are not allowed to have alcohol in the park and public/commercial events are required to apply for a Special Event permit that gets reviewed by the Town Manager and Police Chief to determine if alcohol may be served.

Vice Chairperson Kramer suggested that a permit process be put in place for those who wish to have alcohol at a private event in the park. There was open discussion on implementing a permit process when renting the park facilities. Commissioners agreed that this could be a way to make sure that those who are bringing alcohol to the park understand and are liable to follow the park rules of use.

Regulations such as number of attendees and parking issues for these events then came up and it was suggested that the Commission should visit each of the parks to set these specific regulations for each park depending on park size and parking availability.

There was also discussion concerning Concerts in the Park and the fact that they are well attended even though alcohol is not allowed.

The consensus of the Commission was that it was best to continue to not allow alcohol in the parks, with the exception of the Lower Tapco River Access Point. The Commission requested staff to research and develop a permit process for the Commission to consider when reviewing park facility rentals in future worksessions on the Parks and Recreation Facilities Ordinance.

Additional discussion surrounded smoking in the parks. Throughout the years, staff has received complaints from individuals attending Concerts in the Park about smoking. An informal designated smoking area behind the gazebo has been identified and an announcement is made prior to the start of the concert to ask those who smoke to be courteous to others and smoke in the designated area. There is, however, no ordinance in place that requires concert attendees to use the area designated. Supervisor Noman shared with the Commission her recent research that there are several communities in Arizona who have completely banned smoking in parks and/or have developed a smoke free zone in their parks with designated smoking areas. The City of Cottonwood implemented no smoking in city parks March 2015 and have designated smoking areas. She shared that designated smoking areas are a distance from areas where children play, some being outside of the park and in parking lots. After open discussion the consensus was that it would be best to create a designated smoking area in each of the parks. These areas could be determined during the field trip visits to each park by the Commissioners.

AGENDA ITEM: CLARKDALE'S OLD-FASHIONED 4TH OF JULY – A review and discussion on the 2016 Old-Fashioned 4th of July event.

Supervisor Norman reported that there was a great turn out of community members as well as volunteers to help facilitate the 2016 4th of July celebration event. Stats for this year include:

- Pancake Breakfasts – 820 served
- Parade Entries/Participants - 61 /188
- Vendors – 9
- Volunteers – 44

There were much fewer volunteers than in past years, but the Public Works crew stepped up to assist where needed. Their help was much appreciated by staff and the volunteers.

Also recognized for their volunteer efforts were: Clarkdale-Jerome Elementary School, Cottonwood Community Band members, Verde Valley Ambulance crew, VFW Post 7400 and the Verde Valley Fire and Clarkdale Police Department. The overall cost for the event was \$700.

There was open discussion regarding the absence of the Library Ice Cream Social. Commissioner Gomez commented that she was working the information booth for the entire event and of the 820 people who had breakfast that day and the many more who were in the park, only 5 people inquired about the Ice Cream Social.

AGENDA ITEM: VERDE RIVER PROGRAMS – A presentation of a conceptual public program recently developed by staff while attending the 2016 AZ Summer Library Institute.

Community Services Administrative Assistant II, Joni Westcott reported on the AZ Summer Library Institute held at the NAU (Flagstaff) campus. With state-wide attendance by library professionals, it was Administrative Asst. Westcott's second year participating in the 3-year scholarship award program. This week-long intensive professional development program offered training in a variety of library operational areas. Also, as part of the exercises throughout the week, participants were required to develop a unique, conceptual grant project which included a formal presentation of the project at the session closing.

Taking inspiration from the Community Services Commission's Vision and Mission, recent prioritizing exercises of department functions, and results from the 2014 Community Services Survey, Administrative Asst. Westcott selected a project having library roots extending to and showcasing the Verde River. Upon receiving encouragement for the concept from Institute facilitators, the "Full STEAM Ahead on the Verde River" project was developed to focus on connecting families with the Verde River in order to gain appreciation for its recreational and ecological benefits through elements of STEAM (Science, Technology, Engineering, Art, and Math). With the overarching idea of creating partnerships between local river organizations, river outfitters and local artists, resulting family activities would include: kayaking the Verde River, river trail hikes/trail development, river art projects and river science experiments. These department-based or on-site activities connected participant families to the river and offered an educational element regarding this natural resource in our own backyard.

Administrative Asst. Westcott shared her presentation with the Commission. Following the presentation, Commissioners made positive comments regarding the concept and added ideas for project implementation. Commissioners inquired about the potential to actually implement and fund this project. Supervisor Norman explained that in looking at the current approved prioritization list for the department a project like this is not feasible at this time.

Commissioner Gomez asked if the budget developed for the project presentation was an accurate number to implement and facilitate the project. Administrative Asst. Westcott explained that it may be, however, a lot depends on how you actually set up the program schedule as to how many hours would be needed for program development and implementation. The projected budget would need to be revisited if this was a direction the Community Services Department was going to take.

Vice Chairperson Kramer inquired about the possibility of funding through the Town or library discretionary fund to hire someone to do the necessary work to get the program off the ground. Community Services Director Perry explained that the Commission would need to revisit the priority list and take some things off that list. She added that in order to sustain a program it will take more than a one-time spending opportunity and with the Town of Clarkdale's current fiscal year budget already taking a 5% decrease in expense spending there will not be funds available to fund new programs in the near future.

Although the Commissioners agreed this program falls in line with their priority of the Verde River @ Clarkdale, it would take a great deal of research and funding that is not currently available.

Commissioner Zanolli made note that the Town does have a program that they support financially to get the kids familiar with the river through a K-8 environmental educational program. The community pays for this program through their water bills which makes it a sustainable program.

Vice Chairperson Kramer recommended that eventually all river related aspects through the Town be under the Community Services umbrella.

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

Facility Use of Parks

Halloween

Vice Chairperson Kramer made a motion to revisit Agenda Item #8 Verde River Programs. With no objection Chairperson Curé reopened this agenda item for discussion.

The discussion opened with Vice Chairperson Kramer inquiring about the possibility of asking staff for recommendations of things that could be cut in order to free up funds and offer the Full Steam Ahead program or if it was possible to repurpose the Library and turn it into less library more of a river resource and community center. Director Perry explained that the “less library” is a challenge because the Library District has a strict definition of what the Library must offer. Commissioner Dehnert inquired about county funding and if it would continue if the Library was repurposed. After further discussion, it was determined that this item should be added to the future agenda in order for the Commission to review details of Library funding and operations along with the priority list previously adopted by the Commission.

The following agenda items were added:

Revisit Community Services Department Prioritization List with Focus on Future of Library Operations Verde River Programming and Resource Center Concept

AGENDA ITEM: ADJOURNMENT

With no objection, meeting adjourned at 7:21 p.m.

APPROVED:

Peter Curé, Chairperson

SUBMITTED BY:

Administrative Assistant II, Joni Westcott

**MINUTES of a REGULAR MEETING OF THE PUBLIC SAFETY
PERSONNEL RETIREMENT BOARD OF THE
TOWN OF CLARKDALE,
HELD AT 4:30 P.M. ON WEDNESDAY, May 25, 2016 IN THE ADMINISTRATION
CONFERENCE ROOM, TOWN HALL, 39 N. 9TH ST., CLARKDALE, ARIZONA**

CALL TO ORDER – Meeting was called to order at 4:30 p.m. by Chair Bohall.

Board Members:	Chair	Curt Bohall
	Vice Chair	Ben Kramer (absent)
	Boardmembers	Ida deBlanc
		Officer Mike Brundridge
		Sergeant Troy Smith

Staff Member: Mary Ellen Dunn, Board Secretary

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

PUBLIC COMMENT. The Local Board of the Public Safety Personnel Retirement System for the Town of Clarkdale invites the public to provide comments at this time. Members of the Board 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 shall be limited to directing staff to study 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 Board Secretary 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 Board. All items are approved with one motion. Any items may be removed for discussion at the request of any Board Member.

- A. APPROVAL OF MINUTES OF THE LOCAL BOARD.** Approval of the Minutes of the Regular Meeting held November 18, 2015.

Sergeant Smith moved to accept Consent Agenda item A as presented. Officer Brundridge seconded the motion and the motion passed unanimously.

NEW BUSINESS

APPROVAL AND ACCEPTANCE OF NEW MEMBERS. The local Pension Board approves and accepts Officer Michael Brundridge and Sergeant Troy Smith as the new Officer Members of the Local Pension Board for the terms expiring September 30, 2017 and September 30, 2016 respectively.

Officer Michael Brundridge and Sergeant Troy Smith won by secret ballot for the position of Officer Members of the Local Board.

Officer Brundridge and Sergeant Smith were elected by fellow officers via secret ballot. Board agreed acceptance by them was redundant and that their presence at the meeting constituted a quorum.

ACCEPTANCE OF NEW OFFICER INTO PENSION SYSTEM. Local Board approval and acceptance of new officer into the Public Safety Retirement System with no pre-existing conditions.

Determination of a pre-existing condition is used for the purpose of preventing a member of the Pension System from claiming a disability based on a condition that was in evidence prior to enrollment in the system.

New hire, Matthew Kline, began employment with the Town of Clarkdale on March 13, 2016. After review of his Pre-Membership Physical Report it was determined by the Board Secretary that no condition presented that was pre-existing. He was approved by the medical authority for work for the Town of Clarkdale.

Ida deBlanc moved to accept new officer, Matthew Kline, to the Town of Clarkdale Public Safety Retirement System with no pre-existing condition. Troy Smith seconded the motion and it passed unanimously.

BOARD REVIEW AND APPROVAL OF RETIREMENT BENEFITS. Application for retirement benefits has been completed by retired Officer Ron Ekholm and Board consideration and approval is necessary for its submittal to the State for payment.

Pursuant to A.R.S. § 38-847(D)(1) it is the duty of the local board to decide all questions of eligibility for benefits and to determine the amount, manner and time of payment of any benefits under the system. Officer Ron Ekholm’s last work day was May 21, 2016 and the retirement paperwork has been completed and is now ready for the board review and approval.

Ida deBlanc moved to approve the application to the Public Safety Personnel Retirement Board for the payment of retirement benefits to Officer Ron Ekholm. Mike Brundridge seconded the motion. The motion carried unanimously.

FUTURE AGENDA ITEMS – Listing of items to be placed on a future Board agenda.

- Board review and approval of annual report
- Board approval of members upon expiration of terms

ADJOURNMENT: Without objection Chair Bohall adjourned the meeting at 4:50 p.m.

Submitted by:

Approved by:

Mary Ellen Dunn, Secretary

Curt Bohall, Chair

MINUTES of the ANNUAL MEETING OF THE CLARKDALE MUNICIPAL PROPERTY CORPORATION OF THE TOWN OF CLARKDALE

The Annual Meet of the Clarkdale Municipal Property Corporation of the Town of Clarkdale was held on Wednesday, July 6, 2016 at 9:00 a.m., in the Public Conference Room of the Town Hall Administration Building, 39 N. Ninth Street, Clarkdale, Arizona.

CALL TO ORDER – Meeting was called to order at 9:01 a.m. by Vice President Janice Benatz. A quorum was present.

ROLL CALL OF MEMBERS:

Members:	President	VACANT
	Vice President	Janice Benatz
	Secretary/Treasurer	Jerry Wiley
	New Members	Ruth Wicks Ellie Bauer

Staff Member: Mary Ellen Dunn, Board Secretary

Roll call of members.

MINUTES – Discussion and consideration of the minutes of the Annual Meeting held on July 15, 2015.

Jerry Wiley moved to approve the minutes of the Annual Meeting held June 15, 2015. Ruth Wicks seconded the motion. The motion was approved unanimously.

REPORT ON TERMS OF OFFICE OF MEMBERS

President - VACANT	Term expires July 31, 2016
Janice Benatz, Vice President	Term expires July 31, 2018
Jerry Wiley, Secretary/Treasurer	Term expires July 31, 2017 (leaving office as of July 1, 2016)

Newly appointed members:

Ruth Wicks	Term from July 1, 2016 – July 31, 2019 (replacing vacancy)
Ellie Bauer	Term from August 1, 2016 to July 31, 2017 (replacing vacancy left by Jerry Wiley)

ELECTION OF OFFICERS – Discussion and consideration of election of President, Vice President, and Secretary/Treasurer.

Jerry Wiley nominated Janice Benatz as President and Ruth Wicks seconded. Ruth Wicks nominated Ellie Bauer as Vice President and Janice Benatz seconded. Jerry Wiley

nominated Ruth Wicks as Secretary/Treasurer and Janice Benatz seconded. These motions passed unanimously.

ARIZONA CORPORATION COMMISSION ANNUAL REPORT –Discussion regarding the preparation and filing of the Arizona Corporation Commission Annual Report by the Town legal counsel and Corporation President signing the document.

Janice Benatz moved that counsel prepare the Arizona Corporation Commission Annual Report and that the President sign the report to be filed with the Arizona Corporation Commission. Jerry Wiley seconded the motion, which passed unanimously.

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

ADJOURNMENT: With no further business before the Board, Jerry Wiley adjourned the meeting at 9:07 a.m.

Submitted by:

Approved by:

Mary Ellen Dunn, Deputy Clerk

Janice Benatz, President

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the July 6, 2016 meeting of the local board of the Clarkdale Municipal Property Corporation of the Town of Clarkdale, Arizona held on the _____ day of _____, 20____.

SEAL

Mary Ellen Dunn, Deputy Clerk



Staff Report

Agenda Item: **Proclamation Proclaiming August 21 – 27, 2016 as Employer Support of the Guard and Reserve Week** – Approval of a Proclamation declaring August 21 – 27, 2016 as Employer Support of the Guard and Reserve Week.

Staff Contact: Kathy Bainbridge, Town Clerk/Finance Director

Sponsored by: Richard Dehnert, Vice Mayor

Meeting Date: August 9, 2016

Background: Employer Support of the Guard and Reserve (ESGR) is a Department of Defense agency established in 1972 to develop and maintain employer support for Guard and Reserve Service. ESGR advocates relevant initiatives, recognizes outstanding support, increases awareness of applicable laws, and resolves conflict between service members and employers. Paramount to ESGR's mission is encouraging employment of Guardsmen and Reservists who bring integrity, global perspective and proven leadership to the civilian workforce.

Recommendation: Staff recommends approval of proclamation declaring the week of August 21 – 27, 2016 as Employer Support of the Guard and Reserve Week.

PROCLAMATION

EMPLOYER SUPPORT OF THE GUARD AND RESERVE WEEK

Whereas, National Guard and Reserve forces comprise nearly half of our nation's military strength, and are essential to America's national security. Reserve Component forces stand ready to answer the call to serve, whether serving alongside active duty counterparts all across the globe or responding to humanitarian crises at home and abroad; and

Whereas, employers provide critical support to members of the National Guard and Reserve; allowing Citizen Warriors to serve whenever the Nation calls, often foregoing financial gain and making sacrifices in the process; and

Whereas, employer support is stronger than ever, more than 42 years after President Richard Nixon authorized the Secretary of Defense to establish the National Committee for Employer Support of the Guard and Reserve (ESGR); and

Whereas, our nation is in debt to the Citizen Warriors departing the comforts of home to ensure our freedoms remain intact. Likewise, America pays special tribute to the commitment of dedicated and supportive employers who continue to make service in the Reserve Components possible; and

Now, therefore, I, Doug Von Gausig, Mayor of the Town of Clarkdale, do hereby declare August 21 – 27 National Employer Support of the Guard and Reserve week.

Dated this 9th day of August, 2016.

Doug Von Gausig, Mayor



Staff Report

- Agenda Item:** **Intergovernmental Agreement for Police Dispatch Services –**
Approval of the 2016-2019 Intergovernmental Agreement between
the Town of Camp Verde and the Town of Clarkdale for Police
Dispatch Services.
- Staff Contact:** Randy Taylor, Town Chief of Police
- Meeting Date:** August 9, 2016
- Background:** The Town of Camp Verde has been contracting with the Town of
Clarkdale to provide centralized and uniform dispatch for police
officers on a twenty-four hour basis. The terms of the contract
remain the same for the Town of Clarkdale and the supplemental
IGA included represents only a renewal.
- Recommendation:** To approve the Intergovernmental Agreement for the 2016-2019
Intergovernmental Agreement between the Town of Camp Verde and the
Town of Clarkdale for Police Dispatch Services.

INTERGOVERNMENTAL AGREEMENT BETWEEN
THE TOWN OF CLARKDALE AND THE TOWN OF CAMP
VERDE FOR LAW ENFORCEMENT DISPATCHING

This Agreement, made and entered this _____ day of _____, 2016 by and between the TOWN OF CAMP VERDE, hereinafter called "CAMP VERDE", a municipal corporation of the State of Arizona, and the TOWN OF CLARKDALE, hereinafter called "CLARKDALE", a municipal corporation of the State of Arizona (collectively, "the PARTIES").

Whereas, the PARTIES are authorized to enter into this agreement pursuant to ARS §9-240(B)(12) & (23) and ARS § 13-3872, and the PARTIES are authorized to enter into Intergovernmental Agreements pursuant to ARS § 11-951 through ARS § 11-954; and,

Whereas, CAMP VERDE has the facilities, equipment and appropriate staffing to provide law enforcement dispatching services for CLARKDALE; and,

Whereas, CLARKDALE desires to contract with CAMP VERDE for said law enforcement dispatching services; and,

Whereas, it would be in the best interests of CAMP VERDE and CLARKDALE to consolidate law enforcement dispatching systems in their jurisdictions for economical operations and better response times; and

Now, Therefore, the parties mutually agree as follows:

1. Purpose. This Agreement is made to provide centralized and uniform dispatching of police on a twenty-four (24) hour basis within the jurisdictional areas of CAMP VERDE and CLARKDALE.

2. Services. CAMP VERDE agrees to relay messages received by the dispatch center of the Camp Verde Marshal's Office to personnel of the Town of Clarkdale Police Department authorized to receive such messages. Messages shall be transmitted by radio, data terminals, and then by telephone or any other reasonable and appropriate method agreed to by the parties on a twenty-four (24) hour basis. CAMP VERDE shall not be under a duty to send employees or equipment to CLARKDALE in response to any messages received (excluding mutual aid required by law or agreement). CLARKDALE shall at all times maintain an accurate and updated list of CLARKDALE's personnel authorized to receive said messages, their telephone numbers, and any preference as to the order of call and shall provide a copy of the list to the CAMP VERDE dispatcher's office.

3. Initial Term. The initial term of this Agreement will be for three years, beginning July 1, 2016 (or as soon thereafter as it has been approved and executed by both parties) and terminating on June 30, 2019.

4. Compensation. During the initial three-year term, CLARKDALE will pay CAMP VERDE for dispatching services the annual sum of Seventy Thousand Dollars (\$70,000.00), paid semi-annually in the amount of Thirty Five Thousand Dollars (\$35,000.00). Each semi-annual payment shall be paid by CLARKDALE upon receipt of the TOWN OF CAMP VERDE's semi-annual invoice at the beginning of each semi-annual period.

5. Renewal. This Agreement shall automatically renew for an additional three year period, unless a 90-day written notice is provided by CLARKDALE to CAMP VERDE prior to the expiration of the initial term.

6. Cancellation. Either party may terminate this Agreement, for cause, upon ninety (90) days written notice to the other party pursuant to Section 10, subject to the requirements of this section. If CLARKDALE terminates for cause it shall be entitled to a proportionate refund of its most recent bi-annual payment. Upon termination for cause by CAMP VERDE, CLARKDALE shall have no further obligation except for proportionate payment due to CAMP VERDE for services rendered under Section 2, prior to the effective date of said cancellation. This Agreement is also subject to cancellation by CAMP VERDE or CLARKDALE pursuant to ARS § 38-511, the pertinent provisions of which are incorporated by reference.

7. Indemnification. To the extent permitted by law, each party hereby indemnifies and holds the other party, as well as their respective agents, representatives, principals, employees, officers and directors herein after known as "Agents" harmless for, from, and against any loss, damage or expense, including reasonable attorney's fees and costs incurred or suffered by or threatened against the indemnified party, or any of their Agents, in connection with or as a result of any claim for personal injury or property damage or otherwise brought by or on behalf of any third party person, firm or corporation as a result of or in connection with the negligence or willful misconduct of the indemnifying party or its Agents, which claim does not result from the negligence or willful misconduct of the indemnified party or its Agents.

8. Mediation. For any controversy or claim arising out of or relating to this Agreement, or breach thereof, that cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by mediation before resorting to arbitration, litigation, or some other dispute resolution procedure. If the parties have not agreed upon the mediator within 10 days from the date of submission of a mediation request, 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.

9. Communications Concerning Dispatch Services. It is understood and agreed to by the parties that CLARKDALE's representative or designee may bring concerns regarding the dispatched messages or services to the direct attention of the Dispatching Supervisor of CAMP VERDE, the Town of Camp Verde Marshal, and/or Town of Camp Verde Manager. CLARKDALE's Chief of Police and CAMP VERDE's Marshal shall meet periodically to review the delivery of the services provided under Section 2 above and to discuss any adjustments or improvements needed to improve the delivery of said services.

10. Immunities. CAMP VERDE and CLARKDALE enjoy immunities under state law, including but not limited to ARS §§ 12-820 through 12-820.05. Nothing in this Agreement shall be construed to constitute a waiver of CAMP VERDE or CLARKDALE's immunities.

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

12. Notice. 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:

Town Manager
Town of Clarkdale
PO Box 308
Clarkdale AZ 86324

Mayor
Town of Camp Verde
473 S Main St, #102
Camp Verde AZ 86322

13. Entire Agreement. Once executed, this Agreement constitutes the entire Agreement between the parties. All written agreements previously entered into between the parties regarding dispatching services are mutually rescinded upon execution of this Agreement.

14. Attorneys' Fees. The successful or prevailing party shall be entitled to recover reasonable attorneys' fees, expert witness fees, taxable costs, and non-taxable costs incurred in all legal actions or similar proceedings arising out of this Agreement.

15. A copy of this Agreement shall be filed with the Yavapai County Recorder's Office following the approval and execution by both parties.

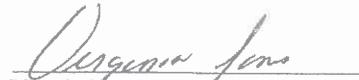
IN WITNESS WHEREOF, the parties have executed this Agreement the date and year as set forth below:

Town of Camp Verde


CHARLES GERMAN, Mayor

7.22.2016
Date

ATTEST:


Virginia Jones, Town Clerk

Town of Clarkdale

DOUG VON GAUSIG, Mayor

Date

ATTEST:

Kathy Bainbridge, Town Clerk

I certify that this Agreement is in proper form and is within the power and authority granted under the laws of this state and/or the laws of the Town of Clarkdale to such public agency, board, or commission.

APPROVED AS TO CONTENT AND FORM


Town of Camp Verde Attorney

Town of Clarkdale Attorney

7.18.16
Date

Date



Staff Report

- Agenda Item: **YAVAPAI ANTI-TOBACCO COALITION OF YOUTH PRESENTATION** – Presentation by Jen Mabery and Sofia Rocha, representatives from Yavapai Anti-Tobacco Coalition of Youth, (YATCY), a youth-based group focused on educating communities on the harmful effects of smoking.
- Meeting Date: August 9, 2016
- Staff Contact: Kathy Bainbridge, Town Clerk, Finance Director
- Sponsored by: Bill Regner, Councilmember
- Background: Yavapai Anti-Tobacco Coalition of Youth (YATCY) is a youth based group at Mingus Union High School whose focus is educating the community on the harmful effects of smoking. The members of the group include youth who began the program while in middle school and are now attending Mingus. Current President of the group is Sofia Rocha, a junior at Mingus, who states that the group's two major accomplishments include establishing designated smoking areas within the area's local parks and enactment of the Tobacco 21 ordinance, which increases the legal age to purchase tobacco products in the City of Cottonwood from 18 to 21 years.
- Recommendation: No Council action is required. This is a presentation by YATCY to the Town of Clarkdale.



Staff Report

- Agenda Item: **SPECTRUM OVERVIEW OF MOBILE CRISIS RESPONSE TEAM** – Presentation by April Razo, Chief Executive Officer of Spectrum.
- Submitted By: Chief of Police Randy Taylor
- Meeting Date: August 9, 2016
- Background: Spectrum is a non-profit organization providing support and services to residents of Clarkdale. Spectrum responds in situations where families or individuals are in crisis.
- Recommendation: This is scheduled as a presentation only.



Staff Report

Agenda Item: PUBLIC HEARING REGARDING AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE CREATING ARTICLE 8-8-1, BUSINESS REGULATIONS, MOBILE FOOD VENDOR/FOOD TRUCKS OF THE TOWN OF CLARKDALE TOWN CODE, ADOPTING A DEFINITION FOR MOBILE FOOD VENDORS AND ADOPTING REGULATIONS FOR MOBILE FOOD VENDORS/FOOD TRUCKS WITHIN THE TOWN OF CLARKDALE, PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, PROVIDING FOR SEVERABILITY AND PROVIDING FOR PENALTIES – a hearing to gather information from the public regarding mobile food vendors/food trucks.

Staff Contact: Beth Escobar, Senior Planner

Meeting Date: August 9, 2016

Background:

In response to requests from various Clarkdale businesses, staff is proposing an ordinance adopting regulations permitting Mobile Food Vendors within the Town of Clarkdale. Food trucks have always been a popular venue in urban areas and generated approximately \$650 million in revenue in 2012 according to research done by the National Restaurant Association.

Council first reviewed this draft ordinance in July.

Staff has made the following changes based on input from that meeting:

- The ordinance has been separated into categories for clarity.
- Language has been added regarding amplified sound (Section 8-8-1-G)
- Language has been added regarding the Town’s right to conduct inspections (Section 8-8-1-H)
- Penalty language has been added for non-compliance (Section 8-8-1-J)



1919 Food Truck



Staff Report

- Language has been added addressing ice cream trucks and food trucks catering to construction sites. (Section 8-8-3).
- Mobile Food Vendors are prohibited from staying in place overnight except when associated with a Special Event Permit or Town-sponsored event. (Section 8-8-2-C)

In addition, language has been added per the request of the Fire Marshall, requiring an annual inspection and each unit be equipped with a K Fire Extinguisher. (Section 8-8-1-C & D)

There was discussion at the July meeting regarding allowing mobile food vendors to stay in place overnight on private property. Staff could not find any other municipalities that allow food trucks to stay in place overnight. Unlike brick and mortar stores and restaurants, mobile food vendors are not paying property tax. Allowing overnight or extended stays risks the mobile vendor becoming semi-permanent at a location without invoking site plan or design review requirements.

Revenue Implications

In addition to extra business license fees, additional sales taxes could be generated through mobile food vendors since, per the Arizona Department of Revenue, food sold by mobile vendors is subject to transaction privilege tax (TPT).

Review and Input

The draft ordinance has been distributed to the Community Services Department, the Clarkdale Downtown Business Alliance and other local businesses for review.

The Town Attorney has reviewed the latest draft of this ordinance and had no comments on the content.

Verde Valley Fire Deputy Chief/Fire Marshall Moore has provided comments regarding the draft ordinance.

Recommended Changes:

In staff's opinion, the above recommended changes ensure public health and safety issues are addressed while promoting mobile food vendors as an added value to the community and an additional revenue source. Allowing mobile food vendors can promote diversification of the local economy and entrepreneurial growth. Use of these units can be a benefit for existing businesses featuring food trucks in a promotional event.

Recommendation: Public Hearing only, no action required



Staff Report

Agenda Item: AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE CREATING ARTICLE 8-8-1, BUSINESS REGULATIONS, MOBILE FOOD VENDOR/FOOD TRUCKS OF THE TOWN OF CLARKDALE TOWN CODE, ADOPTING A DEFINITION FOR MOBILE FOOD VENDORS AND ADOPTING REGULATIONS FOR MOBILE FOOD VENDORS/FOOD TRUCKS WITHIN THE TOWN OF CLARKDALE, PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, PROVIDING FOR SEVERABILITY AND PROVIDING FOR PENALTIES – Discussion and possible action regarding Ordinance #374, Mobile Food Vendor/Food Trucks.

Staff Contact: Beth Escobar, Senior Planner

Meeting Date: August 9, 2016

Background:

In response to requests from various Clarkdale businesses, staff is proposing an ordinance adopting regulations permitting Mobile Food Vendors within the Town of Clarkdale. Food trucks have always been a popular venue in urban areas and generated approximately \$650 million in revenue in 2012 according to research done by the National Restaurant Association.

Council first reviewed this draft ordinance in July.

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- Penalty language has been added for non-compliance (Section 8-8-1-J)
- Language has been added addressing ice cream trucks and food trucks catering to construction sites. (Section 8-8-3).



1919 Food Truck



Staff Report

- Mobile Food Vendors are prohibited from staying in place overnight except when associated with a Special Event Permit or Town-sponsored event. (Section 8-8-2-C)

In addition, language has been added per the request of the Fire Marshall, requiring an annual inspection and each unit be equipped with a K Fire Extinguisher. (Section 8-8-1-C & D)

There was discussion at the July meeting regarding allowing mobile food vendors to stay in place overnight on private property. Staff could not find any other municipalities that allow food trucks to stay in place overnight. Unlike brick and mortar stores and restaurants, mobile food vendors are not paying property tax. Allowing overnight or extended stays risks the mobile vendor becoming semi-permanent at a location without invoking site plan or design review requirements.

Revenue Implications

In addition to extra business license fees, additional sales taxes could be generated through mobile food vendors since, per the Arizona Department of Revenue, food sold by mobile vendors is subject to transaction privilege tax (TPT).

Review and Input

The draft ordinance has been distributed to the Community Services Department, the Clarkdale Downtown Business Alliance and other local businesses for review.

The Town Attorney has reviewed the latest draft of this ordinance and had no comments on the content.

Verde Valley Fire Deputy Chief/Fire Marshall Moore has provided comments regarding the draft ordinance.

Recommended Changes:

In staff's opinion, the above recommended changes ensure public health and safety issues are addressed while promoting mobile food vendors as an added value to the community and an additional revenue source. Allowing mobile food vendors can promote diversification of the local economy and entrepreneurial growth. Use of these units can be a benefit for existing businesses featuring food trucks in a promotional event.

Recommendation: Adoption of Ordinance #374, AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE CREATING ARTICLE 8-8-1, BUSINESS REGULATIONS, MOBILE FOOD VENDOR/FOOD TRUCKS OF THE TOWN OF CLARKDALE TOWN CODE, ADOPTING A DEFINITION FOR MOBILE FOOD VENDORS AND ADOPTING REGULATIONS FOR MOBILE FOOD VENDORS/FOOD TRUCKS WITHIN THE TOWN OF CLARKDALE, PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, PROVIDING FOR SEVERABILITY AND PROVIDING FOR PENALTIES .

ORDINANCE 374

MOBILE FOOD VENDOR/FOOD TRUCKS

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE CREATING ARTICLE 8-8-1, BUSINESS REGULATIONS, MOBILE FOOD VENDOR/FOOD TRUCKS OF THE TOWN OF CLARKDALE TOWN CODE, ADOPTING A DEFINITION FOR MOBILE FOOD VENDORS AND ADOPTING REGULATIONS FOR MOBILE FOOD VENDORS/FOOD TRUCKS WITHIN THE TOWN OF CLARKDALE, PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, PROVIDING FOR SEVERABILITY AND PROVIDING FOR PENALTIES.

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

SECTION 1: Article 8-8 is hereby created as Business Regulations, Mobile Food Vendor/Food Trucks of the Code of the Town of Clarkdale to read as follows:

Article 8-8 MOBILE FOOD VENDOR/FOOD TRUCK

Definition: Mobile Food Vendor/Food Truck: A two or four-wheeled vehicle either self-propelled or towed, designed to be portable and not attached to the ground and to carry, prepare and deliver food and/or beverages for purchase by customers for immediate consumption.

Section 8-8-1 Standards

- A. All Mobile Food Vendors shall have a current annual Town of Clarkdale business license or be an auxiliary use of an existing licensed business.
- B. Every Mobile Food Vendor shall have a current permit to operate from the Yavapai County Health Department. This permit shall be displayed on the vehicle.
- C. Every Mobile Food Vendor shall have an initial inspection by the Fire District.
- D. Each unit shall be equipped with a K fire extinguisher.
- E. No Mobile Food Vendor shall remain in place overnight unless approved through a Special Event Permit or connected with a Town-sponsored event.
- F. Food and/or beverages shall be the primary sales items.
- G. Allowable signage shall be limited to graphics on the unit.
- H. Any lighting associated with the mobile unit shall be fully shielded in accordance with the Town of Clarkdale Outdoor Lighting Ordinance.

- I. Amplified sound associated with a Mobile Food Vendor shall not be permitted between 9:00 p.m. and 10:00 a.m.
- J. The Town reserves the right to conduct inspections of the Mobile Food Vendor and any site where the unit may be placed.

Section 8-8-2 Mobile Food Vendors operating on private property:

- A. May operate on private property with the property owner's permission.
- B. May be temporarily placed in a side or rear yard if not adjacent to a residential use.
- C. Placement of the Mobile Food Unit and any accompanying amenities such as tables, chairs and umbrellas, shall not encroach into any parking spaces required by the existing business and shall not impede vehicular circulation for the area.
- D. Placement shall not impede existing pedestrian circulations, specifically existing ADA access.
- E. A minimum of one clearly marked trash container shall be placed within 6 feet of the unit. Trash shall be removed when the Mobile Food Vendor departs.
- F. The area within 15 feet of the unit shall be kept free of debris and litter during all hours of operation and upon closing.

Section 8-8-3 Mobile Food Vendors operating on Town of Clarkdale right-of-way:

- A. Mobile Food Vendors may operate on Town roads with occasional stops of limited duration.
- B. For placement of extended duration, operation within Town right-of-way or on a Town-owned property may be permitted in connection with a Special Event Permit. The applicant for the Special Event permit shall determine the number of Mobile Food Vendors allowed per event.
- C. For placement of extended duration, operation within Town right-of-way or on a Town-owned property may be permitted with an approved vendor permit associated with a Town-sponsored event. The Town reserves the right to limit the number of Mobile Food Vendors allowed at any Town-sponsored event.

Section 8-8-4 Penalties

- A. Mobile Food Vendors operating without the required permits or determined to be a threat to public health and/or safety shall be subject to immediate cessation of operation.

- B. Failure to comply with any of the requirements of this section is a Class 2 misdemeanor offense and may be punishable by a fine in an amount up to \$750.00 plus applicable surcharges, imprisonment for a period up to four (4) months, and probation for a period of up to two (2) years.

SECTION 2: That all Ordinances and part of Ordinances in conflict with the provisions of this Ordinance or any part of this document adopted herein by reference are hereby repealed.

SECTION 3: If any section, subsection, sentence, clause, phrase or portion of this Ordinance or any part of this document adopted herein is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

SECTION 4: This ordinance shall take effect and be in force thirty days after passage by the Council and approval by the Mayor

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Clarkdale, Arizona, this 9th day of August, 2016.

Doug Von Gausig, Mayor

ATTEST:

APPROVED AS TO FORM:

Kathy Bainbridge, Town Clerk

Robert S. Pecharich, Town Attorney

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



Staff Report

Agenda Item: **AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, YAVAPAI COUNTY, ARIZONA, SETTING FORTH THE VALUATIONS OF PROPERTY IN THE TOWN OF CLARKDALE FOR THE YEAR 2016-2017 ALONG WITH ADOPTING THE TAX LEVY FOR SAID PROPERTY** – Discussion and consideration of Ordinance # 375, adopting the tax levy and setting the valuations of property in the Town of Clarkdale for fiscal year 2016-2017.

Staff Contact: Kathy Bainbridge, Finance Director

Meeting Date: August 9, 2016

Background: On July 26, 2016 the Council adopted the Property Tax Levy Resolution and the Fiscal Year 2016-2017 Budget. The Council now needs to adopt the property tax levy for the Town. The levy is placed on each one hundred dollars of assessed value of all property, both real and personal, within the corporate limits of the Town of Clarkdale, except property that the law exempts from taxation.

The tax levy for 2016-2017 is \$1.7316 to raise \$505,000.00 for primary tax purposes. A valuation as quoted by the Yavapai County Assessor’s Office for primary taxes is \$29,164,544. The following is a history of tax rates and the revenues raised with each tax rate:

<u>FISCAL YEAR</u>	<u>TAX RATE</u>	<u>TAXES</u>
2006-2007	1.1281	\$327,383
2007-2008	.7100	\$246,169
2008-2009	.7100	\$288,949
2009-2010	.9121	\$403,892
2010-2011	.9121	\$412,724
2011-2012	1.0950	\$412,395
2012-2013	1.3333	\$412,391
2013-2014	1.6000	\$438,220
2014-2015	1.5739	\$442,083
2015-2016	1.7165	\$490,000
2016-2017	1.7316	\$505,000

Recommendation: To approve Ordinance #375, an Ordinance of the Mayor and Common Council of the Town of Clarkdale, Yavapai County, Arizona, setting forth the valuations of property in the Town of Clarkdale for the year 2016-2017 along with adopting the tax levy for said property.

ORDINANCE # 375

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, YAVAPAI COUNTY, ARIZONA, SETTING FORTH THE VALUATIONS OF PROPERTY IN THE TOWN OF CLARKDALE FOR THE YEAR 2016-2017 ALONG WITH ADOPTING THE TAX LEVY FOR SAID PROPERTY.

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

SECTION 1: There is hereby levied on each One Hundred Dollars (\$100.00) of assessed value of all property, both real and personal, within the corporate limits of the Town of Clarkdale, except such property as may be by law exempt from taxation, an estimate of **\$1.7316** in order to raise **\$505,000** for primary purposes. Valuation as quoted by Yavapai County Assessor's Office for primary taxes is **\$29,164,544**

SECTION 2: All ordinances and parts of ordinances in conflict with the provisions of this Ordinance or any part of this document adopted herein by reference are hereby repealed.

SECTION 3: This ordinance shall be in full force and effect from and after its passage by the Council and approval by the Mayor.

PASSED AND ADOPTED by the Mayor and Council of the Town of Clarkdale, Arizona, this 9th day of August, 2016.

Doug Von Gausig, Mayor

ATTEST:

Kathy Bainbridge, Town Clerk

APPROVED AS TO FORM:

Boyle, Pecharich, Cline, Whittington & Stallings, P.L.L.C.
Town Attorneys

Robert S. Pecharich, Town Attorney