

**Minutes of a Regular Meeting of The Common Council of The Town of Clarkdale
Held on Tuesday, January 14, 2003, in the
Men's Lounge, Clarkdale Memorial Clubhouse, Clarkdale, Arizona.**

A Regular meeting of the Common Council of the Town of Clarkdale was held on Tuesday, January 14, 2003, at 6:00 p.m. in the Men's Lounge of the Clark Memorial Clubhouse.

Town Council:

Mayor	Michael Bluff
Vice Mayor	Ellie Bauer
Councilmember	David Leibforth
	Rex Williams (absent)
	Tom Groom

Staff:

Town Manager	Gayle Mabery
Town Attorney	Rob Pecharich
Town Clerk	Joyce Driscoll
Public Works Dir	Kim Butt
Planning Director	Lyle Richardson
Fire Chief	Berry Van Hook
Finance Director	Coleen Gilboy
Admin. Assistant	Charlotte Hawken

Others in attendance: Robyn Prud'homme-Bauer, Jerry Wiley, Hector Riojas, Sandy Boothe, Chuck Dryden, Dean Strickland and others who did not sign in.

Mayor Bluff called the meeting to order at 6:05 p.m. and noted that Council Member Williams was absent.

PUBLIC COMMENT - Jerry Wiley, Todd Circle, stated that, as a former member, he wanted to address Parks & Recreation Commission frustrations. He stated that the largest portion of their budget goes to the pool and the next largest goes to the ball field, which is not owned by the town. Because of the shortage of funds, he stated that he took it upon himself to build the trail along Eleventh Street, from upper town to the #1 Store, with volunteer labor and donated materials. He stated that there are no parks on the west side of the highway. One is needed in the Foothills Terrace area. Based on the cost of the Centerville Park and the Parks budget, it will take 100 years for Parks and Recreation to be able to buy the land for a park.

Other options are grants and donations. He asked, if these don't look like possible solutions, how about an impact fee for parks on new construction?

Town Clerk Driscoll noted that \$117,000 of the Centerville grant went to the park and \$170,000 from other funds for a cost of approximately \$287,000 for a two acre park.

MAYOR'S REPORT - Mayor Bluff thanked Vice Mayor Bauer for being acting Mayor for the last three weeks and deferred to her for this report. Vice Mayor Bauer informed everyone that today was the groundbreaking ceremony for the Northern Arizona Regional Skills Center at Yavapai College.

TOWN MANAGER'S REPORT - Town Manager Mabery noted that the Council discussed impact fees in December and gave direction to staff to report on how a park impact fee might be structured and some ideas about what other impact fees might be considered. This item will be on the January 28 agenda.

She noted that the Town received the 95% construction drawings for the Downtown Revitalization project from the project engineers. Next is a review by the town engineer and staff, then it will be forwarded to ADOT for review.

She also reported that the town is sending a notice to residents near Allred's that they will no longer have access to 89A from Old Jerome Highway next to the mini-storage because it is not a dedicated roadway, but a shortcut through private property.

Without objection, the order of the agenda was changed.

AGREEMENT - Consideration of an agreement for town engineering services. Town Manager Mabery noted that this is an annual contract that is renewable for up to five years, on an annual basis. Rates and other items can be adjusted annually. In addition to the contract, Arizona Engineering Company has proposed that there be a project

charter, which includes information about team membership, organizational structure, communications, individual and shared responsibilities and measures of success. This charter will be established on a staff level.

Mr. Dryden, owner of Arizona Engineering Company, noted that his company does not represent developers, thus avoiding conflicts of interest.

Town Attorney Pecharich requested two changes to the proposed contract. First, on the first page, under Payment for Additional Services, adding a word to the phrase 'prior mutual agreement' to read prior written mutual agreement. Second, under Terms and Conditions on the right hand column, the third bullet point down talks about insurance. A provision needs to be added that the Town of Clarkdale will be a named additional insured under the policy. Mr. Dryden clarified that the Town could be an additional named insured for only the general liability and automobile liability, not for professional liability or workmen's compensation. Mr. Dryden agreed to those two changes. Vice Mayor Bauer moved to adopt the contract with Arizona Engineering Company, as amended. Councilmember Leibforth seconded. Mayor Bluff noted that Arizona Engineering Company stood out during the selection process because of its straightforward approach to problems. The motion passed unanimously.

CONSENT AGENDA - Mayor Bluff requested Item F be pulled and tabled to the 1/28/03 meeting, then moved by unanimous consent to approve Items A, C, D, E, G, H, I, J and K on the Consent Agenda.

- A) **Approval of Minutes of the Common Council.** Approval of the minutes of the Regular Meeting held December 10, 2002 and Special meetings held December 3 and 17, 2002.
- B) **Claims** - List of specific expenditures made by the Town during the previous month.

C) **Board and Commission Minutes**

Planning Commission
December 16, 2002.
Library Advisory Board
December 5, 2002.
Heritage Conservancy Board
December 9 & 18, 2002.
Parks and Recreation Commission
December 16, 2002
Design Review Board
December 11, 2002.

D) **Departmental Reports**

Building Permits - December, 2002
CATS - November, 2002
Fire Department - December, 2002
Magistrate Court - December, 2002
Police Department - December, 2002
Verde Valley Humane Society -
October and November, 2002

- E) **Agreements** - Approval of amendments to the Arizona Municipal Worker's Compensation Membership Agreement and the Arizona Municipal Risk Retention Pool membership Agreement.
- F) **Agreement** - Approval of an agreement for wastewater engineering services.
- G) **Agreement** - Approval of an agreement with Sedona Recycles, Inc. for recycling service.
- H) **Agreement** - Approval of a Response Agreement Among the Yavapai-Apache Nation, the Bureau of Indian Affairs, and the Town of Clarkdale.
- I) **Resolution** - Approval of a resolution authorizing the town clerk to conduct elections in 2003 as "mail ballot" election pursuant to A. R. S. 16-409 (b).
- J) **Parking Lot Bid** - Rejection of all bids received for the Centerville Park parking lot request for proposals.
- K) **Subdivision Approval** - Approval and acceptance of Haskell Springs Subdivision,

Phase 3 improvements.

Town Attorney Pecharich requested to be excused and left the meeting at 6:34 p.m.

PUBLIC HEARING - A public hearing to obtain input on the proposed site plan review process.

Planning Director Lyle Richardson noted that a public hearing with the Planning Commission was held on January 13, 2003. Based on the public comment received at that meeting the Planning Commission requests the Council table this item indefinitely so they have more time to work on the proposed process. Without objection, the item was continued until the council receives a recommendation from the Planning Commission.

APPOINTMENT OF REPRESENTATIVES -

Appointment of three representatives to participate in the Mingus Mountain land exchange process with the Forest Service. Mayor Bluff noted that staff recommends that the Planning Director be retained as one of the representatives. The Council requested that the meeting at 7:00 p.m. tomorrow at the Cottonwood Public Facility be posted so a quorum of the Council could attend. There was discussion of the procedure for making appointments. The Council directed staff to place a news burst in the paper and mail flyers to Clarkdale residents on the Forest Service mailing list.

There was discussion about posting possible quorums of the Council at community meetings and it was requested that the topic be placed on a future agenda.

With no objection, Mayor Bluff opened public comment. *Jerry Wiley*, Todd Circle, noted that council members could state at public meetings that they are a member of the Council of the Town of Clarkdale, but they are speaking as a private citizen. Mayor Bluff closed public comment.

ADJOURNMENT - With no further business before the Council and without objection, Mayor Bluff adjourned the meeting at 7:00 p.m.

APPROVED:

Michael Bluff, Mayor

SUBMITTED:

Charlotte Hawken, Admin. Assistant

ATTESTED:

Joyce Driscoll, Town Clerk