

Minutes of a Special Meeting of The Common Council of The Town of Clarkdale
Held on Tuesday, March 18, 2003, in the
Men's Lounge of the Clarkdale Memorial Clubhouse, Clarkdale, Arizona.

A Special meeting of the Common Council of the Town of Clarkdale was held on Tuesday, March 18, 2003 at 5:00 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
	Tom Groom

Staff:

Town Manager	Gayle Mabery
Town Clerk	Joyce Driscoll
Planning Director	Lyle Richardson
Fire Chief	Berry Van Hook
Acting Police Chief	Pat Haynie
Admin. Assistant	Charlotte Hawken
Finance Director	Coleen Gilboy

Project Architect: Reynold Raddocia

Others in attendance: Robyn Prud'homme-Bauer and Pat Williams.

CALL TO ORDER - Mayor Bluff called the meeting to order at 5:08 p.m. and noted that Council member Groom was absent.

PUBLIC COMMENT - None.

Without objection the Council took the addendum first.

ADOPTION OF FACILITIES MASTER PLAN
- Consideration of adoption of a Facilities Master

Plan. Town Manager Mabery noted that Vice Mayor Bauer and Councilmember Williams had submitted alternate plans. Vice Mayor Bauer presented her plan, noting the following points:
1) The clubhouse is the most important town facility. Upstairs, return the billiard room and the main part of the men's lounge would hold 75 people. The auditorium holds up to 300 for dances and art shows, but is inappropriate for small groups.

Mayor Bluff asked, with the heritage displays being split up, where would their workspace be?

2) She would like to see the clubhouse basement developed in its entirety, using part of the staff area for heritage archives.

3) Leave the auditorium on hold for now because of limited funds.

4) Use the former MVD building as a court/council chamber.

5) Have museum displays in the court/council chamber and administration.

6) The library would stay as is, with a challenge to do programs for young and old.

7) In administration, use the room designated for mayor and council use as an unstaffed extension of the museum and library.

8) Use the Ladies Lounge of the clubhouse for small group meetings or recreation.

9) The clubhouse needs a manager, including maintenance.

10) The library basement has space for Heritage archives.

11) Perhaps there would be a little money left over to fix the gazebo.

Mayor Bluff questioned whether the former MVD building is large enough to hold a meeting with a larger audience. Vice Mayor Bauer responded that the Men's Lounge could be used for special meetings.

12) The east end of the police building could be used for a teen center.

Acting Chief Haynie noted that the space at the end of the police building was planned for possible officers from Prescott Area Narcotics Taskforce, the Yavapai Apache Nation, or Department of Public Service, but mixing agencies presents problems. He also noted that noise transfers easily in that building which makes it difficult to include another use. He stated that all of the officers do their own investigations and need to store their materials without them being disturbed. Vice Mayor Bauer suggested soundproofing.

Vice Mayor Bauer responded that the main work space would be in the clubhouse

basement. Architect Radoccia noted that any town records need to have ADA access. Vice Mayor Bauer noted that any basement space might work. Architect Radoccia did not agree. Heritage Board chairperson Pat Williams noted that records storage requires temperature, humidity and insect control.

Councilmember Leibforth stated that it doesn't make sense to spread heritage displays among several buildings and that records and displays should be in one place. He stated that the Facilities Master Plan was developed according to the stated requirements of each department. He stated that billiards and a teen center could be in the Clubhouse basement with recreation, if that area is developed. He stated that the MVD is an old building and is perfect for a museum and that the proposed location for the council/court chamber should look nice, not excessive.

13) She envisions the pool being covered for year-round general community use and for therapeutic use.

Councilmember Williams then presented his plan, noting the following points:

1) He asked where the \$517,000 grant money in the CIP needed for the Clubhouse and why we had borrowed \$400,000 instead.

Town Manager Mabery explained that some components of the plan are grant eligible. First, ADA needs will be paid for by CDBG. 2006 is the next CDBG grant round and all of those funds, \$400,000, can be used for ADA projects. The last round, in 2002, went to wastewater projects. Second, improvements in the Clubhouse basement, including the pool locker rooms, can be partnered with Yavapai College for recreation grant funds. Third, museums qualify for grants. She noted that items in the CIP with grant funding listed will only get done if grant funds are found. She suggested using the Councilmember Leibforth stated that there would be flexible seating in the proposed

loan money to leverage the grant funds.

2) He is looking to save space and money with the proposed plan.

3) Residents can meet for recreation and events. He suggests all possible money go to Clubhouse renovations for social events and recreation. The Facilities Master Plan only projected staff needs.

4) He'd like to see the weight room for police/fire/public use.

5) The town could use the Cottonwood court to save space and have finance collect fines.

Mayor Bluff noted that in discussions he had with Cottonwood he learned that the town won't save any money by combining this court with theirs. He stated that the town could use Cottonwood's space for trials, but not for records and it is required for the court to take fines for criminal traffic cases because there is a required separation of powers. He also noted that he has not seen any requests for the use of the clubhouse by the public.

6) The Clubhouse could be staffed and the use of it promoted.

Vice Mayor Bauer stated that increasing public use will take time as they are accustomed to it being closed.

7) The Verde Valley task force, consisting of seven groups, is working to get grants for public facilities.

Mayor Bluff noted that the public has only occasional meetings in the Clubhouse and Vice Mayor Bauer responded that's because the building is uncomfortable as it is.

Architect Radoccia noted that converting the Men's Lounge to public meeting space would require more than two one-stall rest rooms, as the town must provide ADA facilities for the maximum number of occupants, and it would need acoustic ceiling additions that would alter the interior appearance.

court/council chamber with good lighting and acoustics.

Vice Mayor Bauer noted that doing any upgrading in the Clubhouse should add contemporary fixtures and equipment.

Councilmember Groom stated that he still does not want to adopt the Facilities Master Plan because the Council is passing something without having enough funding. He stated he wants to get the best use out of the \$400,000 and this plan is too big. He stated the Council could help the Heritage Board get started with a museum.

Town Manager Mabery suggested reviewing the council/court chamber in the Facilities Master Plan. Architect Radoccia noted that the court clerk needs 80-90 square feet more than she has now. The court requires two ADA rest rooms. The judge requires more space than she currently has in order to add a small conference table.

Town Manager Mabery stated there is also added space for the prosecutor to meet with the client. The conference room on the plans would be used for executive council sessions, defense attorney meeting with the client and jury deliberations. She demonstrated the size of the proposed space by an arrangement of chairs and tables in the main area of the Men's Lounge.

Mayor Bluff noted that the judge works for the Council, not the Town Manager, as other town employees do. The Town could let cases go to the justice court.

Town Manager Mabery suggested that Planning Department has the greatest needs now.

Vice Mayor Bauer questioned whether the Council wants the court to continue and suggested that planning may need fewer rather than more staff in the future.

Sergeant Haynie noted that a conference room could be used for police interviews.

Mayor Bluff requested the Council look at the plan Mayor Bluff stated that he has looked at the plan from the money standpoint, but staff and boards were asked for their best opinion. For the council to say their opinion is wrong or too grandiose is doing

building by building.

- 1) Leave the library as is.
- 2) Remodel the library basement for Planning and Public Works departments.
- 3) Remodel MVD restrooms and then it could be rented out. The ceiling needs some repair and the total cost might be \$15,000 to \$19,000. Town Manager Mabery noted that the basement is suitable for an archives and Architect Radoccia noted that it would need heating and cooling.
- 4) Administration as on plan, but use ?
- 5) Clubhouse basement - work with college to get grants. Vice Mayor Bauer stated she wants to do this now at the estimated cost of \$143,000.
- 6) Clubhouse upstairs - two sets of ADA rest rooms, heating and cooling, lighting and pantry passage.

Mayor Bluff moved to adopt portions of the Facilities Master Plan, adding up to an estimated \$270,000 including the following:

1. Planning and Zoning Department in the basement of the library
\$126,600
2. MVD building - top floor restroom and ceiling 19,500
3. Police - back two rooms for evidence and conference/training 15,000
-women's restroom, clerk safety window, security door 10,000
4. Clubhouse - Men's Lounge restrooms, HVAC, electrical 74,000
- Lady's Lounge restrooms, HVAC 24,000

Councilmember Williams seconded and the motion passed unanimously.

itself a disservice. He stated he does not see a great influx of people into the Men's Lounge. With minor improvements the library would bring people into the building. He suggested trying it for a couple of

years and see if the use grows and if it doesn't then it would move out of there. He stated he agrees the Heritage Museum need to get on its own, but the Council owes them a start and it should be in the MVD building. He stated he does not see pressure to rent it.

Councilmember Williams suggested a lounge space in the library and that the heritage museum in the same space would increase traffic, without the operating costs of the MVD building.

Mayor Bluff stated the cost of operating the MVD building is minor. Vice Mayor Bauer stated she is interest in rebuilding public spaces and programs. Mayor Bluff stated the Council could try a public clubhouse for a few years also, understanding there is the cost of an employee and operating expenses. Town Manager Mabery noted it will take about one year to do the planned construction.

Vice Mayor Bauer suggested making a community based center with planned and casual activities and the person in charge of being there doing fund-raising, marketing and the generating/coordinating of activities. Robyn Prud'homme-Bauer stated that other communities have examples of public/rental use.

Mayor Bluff suggested that the Council give the Heritage Board a chance for two years to run a museum, establish 501C3 status, get grants funds and establish a working plan.

Councilmember Groom moved to let the Heritage Conservancy Board move into the MVD building until 12/31/05 with the condition that they pursue 501C3 status and seek grant funding. Mayor Bluff seconded and the motion passed unanimously.

ADJOURNMENT - With no further business before the Council, and without objection, Councilmember Bluff adjourned the meeting at 7:45 p.m.

APPROVED:

Michael Bluff, Mayor

SUBMITTED:

Charlotte Hawken, Admin. Assistant

ATTESTED:

Joyce Driscoll, Town Clerk