

Minutes of a Special Meeting of the Common Council of the Town of Clarkdale Held on Tuesday, May 24, 2005.

A Special meeting of the Common Council of the Town of Clarkdale was held on Tuesday, May 24, 2005 at 6:00 p.m. in the Clarkdale-Jerome School library, Main Street, Clarkdale, Arizona.

Town Council:

Mayor	Doug Von Gausig
Vice Mayor	Jerry Wiley
Councilmember	Frank Sa Patricia Williams Tim Wills

Town Staff:

Town Manager	Gayle Mabery
Town Clerk	Joyce Driscoll
Town Attorney	Robert Pecharich
Com. Dev. Director	Steven Brown
Police Chief	Pat Haynie
Finance Director	Coleen Gilboy
Magistrate	Joan Dwyer

Others in Attendance: Curt Bohall, Mary Lu Estlick, Jean Stevens, Sue Hill, and Angela DeWelles.

CALL TO ORDER - Mayor Von Gausig called the meeting to order at 6:00 p.m. and noted that all members were present.

PUBLIC COMMENT - None.

CONSENT AGENDA

Councilmember Sa pulled Item B. Vice-Mayor Wiley moved to approve Items A and C. Councilmember Williams seconded and the motion passed unanimously.

Items B - Councilmember Sa noted a typographical error in the staff recommendation. Councilmember Sa moved to approve Item B. Vice-Mayor Wiley seconded and the motion passed unanimously.

- A. **Board and Commission Resignations** - Acceptance of resignations from Planning Commission members Dewey Reiersen and Susan Sammarco.
- B. **Resolution** - Approval of a resolution making an appointment to the Parks and Recreation Commission.
- C. **Appointment** - Appointment of *Charles Scully* to represent the Town for the Cocopai sponsored Verde valley Regional Trails "Action Team" Partnership.

PUBLIC HEARING - A hearing to receive public input on a proposed increase to the wastewater user fee for residential and commercial users. Finance Director Gilboy noted that a hearing is the next step in the process to increase the wastewater user fee from \$19.80 to \$20.47 per month. There was no public comment.

PUBLIC HEARING - A hearing to receive public input on proposed increase in wastewater commercial/ industrial capacity fees. Finance Director Gilboy noted that a hearing is the next step in the process to increase the capacity fee for commercial users. If approved, the fees will go into effect in 30 days. There was no public comment.

RESOLUTION - A resolution settling the fees for the Town of Clarkdale, including the wastewater user fees and commercial/industrial capacity fees. Vice-Mayor Wiley moved to approve Resolution #1143 setting fees for the Town, including wastewater user fees and wastewater commercial/industrial capacity fees. Councilmember Sa seconded. It was noted that other changes in fees are being made with this resolution in addition to the wastewater fees. The motion passed unanimously.

WORKSESSION - A worksession with the Library Advisory board regarding accomplishments, goals, priorities and challenges. Jean Stevens, Chairperson, stated the board appreciates meeting with the Council. She noted that the board would be requesting the titles of the Council member's favorite books so they can be posted in the library.

Chairperson Stevens presented the staff report, as follows:

The Library Board had the following concerns at the 11/16/04 report to the Council:

1. *Improved outside lighting in the town complex and park.*
2. *The steepness of the library steps and the high temperature of the railing.*
3. *Making the marble seal on the library building stand out.*
4. *Request for the Council members recommended or favorite books.*

Accomplishments since the Library Advisory Board last met with the Council:

1. *The Board continues to hold two fundraising events per year. We are currently getting ready for an Ice Cream Social on the July 4th. Last year it raised \$300. The book sale in December 2004 raised \$935.35, an increase of \$500 over the previous year.*
2. *Created an artwork display area in the library with the help of the town crew. The 6th – 8th grade art classes displayed their artwork in the library during March.*
3. *Explored the idea of selling the rare books that are donated on Ebay.*

Challenges facing the library include the following:

1. *Perceived loss of patronage due to periodic closings when the library was without utilities and to the road construction in Clarkdale.*
2. *The transition to a new county library network computer program has been postponed from July 2005 to April 2006. Our library will not be affected until staff training begins in January. The books were weeded in November 2004 and an inventory was completed in March 2005 in anticipation of the July change. We may need to repeat those functions in November of this year.*

The library board and staff continue to look for ways to extend the open hours of the library, including additional town funding.

Chairperson Stevens noted that the library circulation was good compared to last year’s considering that there were several periods when the library was closed due to construction.

There was discussion regarding disposing of rare books donated to the library, increasing the library hours and the use of volunteers.

WORKSESSION - A worksession to discuss development impact fees and other financing mechanisms. A representative of Willdan, the Town’s engineering firm, gave a presentation, including the following:

1. Growth should pay for itself.
 - Demand for services and facilities continue to increase while existing revenue sources do not keep pace.
 - Existing population should not bear financial burden to the effects of growth.

2. Public services and facilities funding.
 - Taxes (property, sales, transaction, state shared revenues.
 - Other (CFDs, user fees, HURF, grants, utility rate base).
3. Capital facilities.
 - Federal, state and regional agencies.
 - Bonds.
 - Grants and loans.
 - Development sources (CFDs and Ids, development agreements, other exactions, development fees).
4. Limited intergovernmental funding.
 - Federal assistance (CFDs, Nextea, USDA/RD, EDA, Homeland Security).
 - State assistance (HURF exchange, WIFA bonds, Heritage funds, GADA).
5. Development fees.
 - Types – eligible capital facilities
 - 1) Streets
 - 2) General government buildings
 - 3) Park and land development
 - 4) Public safety
 - 5) Utilities
 - 6) Flood control
 - 7) Libraries
 - 8) Transportation
 - Statutory findings (ARS 9-463.5.
 - 1) Use and proper accounting of fee revenue.
 - 2) Credits for required dedication of sites and improvements.
 - 3) Development fees in CFDs must account for capital facilities provided by district – no “double taxation”.
 - Statutory finds – tips.
 - 1) Reasonability
 - 2) Build a strong administrative record and draft excellent findings.
 - 3) Use Master Plan/Capital Improvement Plan to document benefit.
 - 4) Focus on facility standards to document need.

The presentation continued regarding existing inventory standard, system standard, planned facilities standard methods and an example of park facilities impact fees.

6. Development fee implementation.
 - Timeline (10-12 months).
 - 1) Perform fee analysis
 - 2) Release fee documentation and give

- notice of intention to assess fees (Day 1)
- 3) Conduct public hearing (Day 60)
- 4) Fee adoption (Day 74)
- 5) Effective date of fees (Day 164)
- Tips - Implementation.
 - 1) Administrative guidelines
 - a) Land use definitions
 - b) Exemptions, waivers, appeals, etc.
 - 2) Assist developers
 - a) Maps of fee zone boundaries
 - b) Single fee schedule
 - c) Simple worksheet for estimating total fees
- Tips - Annual tasks.
 - 1) Reporting
 - a) Report impact fees and fund activity as appendix to CIP
 - b) Revenues, expenditures, interest earnings
 - c) Include interfund loan activity
- Tips - Timing and updates.
 - 1) Timing for use of funds
 - a) Don't need to spend all revenue within a certain time frame, just commit to project.
 - b) Identify source and timing of non-free revenues to complete planned projects and correct existing deficiencies.
 - 2) Review entire program for changes in standards and planned facilities costs.
- Developer credits and reimbursements.
 - 1) Credits given for impact fees on the developer's own project.
 - 2) Reimbursements provided to the developer from future impact fees paid by other developers served by the same facilities.
- 7. Conclusion: Who pays impact fees?
 - Ability to pay - the limits.
 - 1) Political : % of housing price
 - 2) Economic
 - a) Comparison with competing jurisdictions
 - b) Land values
 - 3) Options for lowering fee
 - a) Phase in
 - b) Lower facility standard
 - c) Use other revenue sources

Discussion included the following issues

- 1) Option by community whether or not to recoup 100% of costs through development fees.

- 2) Noted that town cannot collect development fees and pass them on to another entity, i.e. Fire District.
- 3) Fire District is taxing authority.
- 4) Noted that some excess capacity already built can possibly be charged to new development through impact fees.
- 5) In Phoenix area, impact fees range between \$8,000-14,000 per house. Pinal County area averages \$5,000-7,000 in impact fees.
- 6) Impact fees in place in other Verde Valley municipalities.

The Council directed staff to have Willdan proceed with an impact study.

DISCUSSION - Consideration of requiring the Town Magistrate to increase the number of meetings with the Town Council during each fiscal year. Mayor Von Gausig noted this came up due to the annual report given by the magistrate. He felt the magistrate would like more contact with the Council. Judge Dwyer told him she wanted one designated person the court could contact. He noted the contract calls for an annual report in the first quarter. Judge Dwyer stated the timing may be better later in the year.

GENERAL PLAN EDUCATION - A presentation on the Growth Area portion of the General Plan. Community Development Director Brown made the following presentation:

GROWTH AREA ELEMENT

Based on current densities, zoning and development trends, Clarkdale's private land base can support a total population of approximately 16,000. At current development rates of between 3 and 4% per year the current population of 3,500 will nearly double by the year 2020. Orderly placement of new construction is paramount for a cost effective development pattern of current vacant land areas.

The Growth Area Plan identifies areas that would be most suitable for future development according to the objectives of well planned, efficient, cost-effective, coordinated, community-oriented design criteria. These concerns are addressed in the Growing Smarter legislation according to the following concepts:

- ❖ Provide a rational pattern of land development.
- ❖ Support a planned concentration of a variety of uses.
- ❖ Provide efficient automobile, transit and multi-modal transportation opportunities.

- ❖ Conserve natural resources and open space resources.
- ❖ Ensure economical infrastructure expansion.
- ❖ Coordinate public infrastructure expansion with private development activity.

Growth Area Principles

* Parcels of vacant or underutilized land, which either currently exist or may readily assembled into areas of sufficient size so as to accommodate a mix of uses, such as residential, commercial, industrial, tourism related and recreational, within master planned developments.

* Areas that are strategically located in proximity to existing infrastructure, including improved public collector or arterial streets, various necessary utility sources, major sewer lines and adequate water sources.

* Areas that offer opportunities for more economical and cost-effective expansion of infrastructure due to a logical progression of services in coordination with other planned development activity.

* Areas that offer opportunities for higher intensity development based on proximity to adequate transportation and utility infrastructure, as well as adequate separation from other less intensive uses.

The Growth Areas

The Eleventh Street Gateway

The area on both sides of Eleventh Street from Highway 89A to Upper Clarkdale and between Broadway and Centerville is identified as the Eleventh Street Gateway District.

The Broadway Tuzigoot Gateway

With development of the Eleventh Street Gateway District there is likely to be pressure on the Broadway corridor to address land use and traffic planning, especially in the vicinity of the intersection with the Tuzigoot Road.

The Historic Industrial Railroad District

The area that is defined by the historic smelter site and tourist railroad depot is identified as a unique kind of Growth Area. The area between Bitter Creek Wash and Patio Park and back around by the slag pile and up the hill by the Clarkdale .C. and over to the Yavapai Apache Community offers a unique opportunity for development.

The Highway 89A Corridor

Cities and towns throughout Arizona are becoming

more and more defined by high speed, automobile-oriented arterial roads that link sprawling subdivisions with huge shopping complexes.

GOAL 8-A ENCOURAGE EFFICIENT PLANNED DEVELOPMENT IN AREAS WHICH BEST SERVE THE LONG RANGE INTERESTS OF THE RESIDENTS OF CLARKDALE. Objective 8-A. a.

Support mixed-use, planned developments in areas that can be served by an efficient expansion of infrastructure and that otherwise provide desirable community amenities, such as open space networks and pedestrian facilities.

❖ Policy: Support the designation of Planned Area Developments as a method to achieve desired objectives.

❖ Policy: Support the process of comprehensive sub-area planning, such as through Development Master Plans and Specific Area Plans, to achieve the objectives of the General Plan.

Objective 8-A. b.

Encourage development to occur in areas served by existing and planned infrastructure, including roads, sewer lines and water lines.

❖ Policy: Identify and prioritize infrastructure projects in the Town’s Capital Improvement Program that support the objectives of the Growth Area Element.

❖ Policy: Support public investment in infrastructure expansion to serve growth areas where such development will directly and indirectly generate net benefits towards municipal revenues.

❖ Policy: Support public investment in capital facilities and services where it will induce additional private investment.

Objective 8-A. c.

Encourage mixed-use developments that provide attractive amenities, including a variety of housing type and densities, cultural and recreational opportunities, integration of natural open space, inviting public spaces, walking and bicycling facilities and a generally provide a strong sense of neighborhood character.

❖ Policy: Support infill development on vacant or underutilized parcels.

❖ Policy: Support the development of design guidelines to eliminate setbacks for commercial development along street frontage while providing

parking at the rear.

❖Policy: Provide incentives for commercial developments that provide attractive public spaces, such as entry courtyards, civic plazas and wide sidewalks.

RESOLUTION – Consideration of a resolution declaring as a public record that document entitled “Amendment to the Subdivision Regulations of the Town of Clarkdale of May 2005”. Vice-Mayor Wiley moved to approve Resolution #1144 accepting that document entitled “Amendment to the Subdivision Regulations of the Town of Clarkdale of May 2005. Councilmember Wills seconded and the motion passed unanimously.

ORDINANCE - Consideration of an ordinance adopting by reference the amendments contained in that document entitled “Amendment to the Subdivision Regulations of the Town of Clarkdale of May 2005”. Councilmember Sa moved to adopt Ordinance #272 adopting the “Amendment to the Subdivision Regulations of the Town of Clarkdale of May 2005”. Vice-Mayor Wiley seconded and the motion passed unanimously.

BUDGET WORKSESSION – A worksession on the General Fund portion of the fiscal year 2005 – 2006 budget. Finance Director Gilboy reviewed the following components of the General Fund:

- 1) Summary of expenses
- 2) Contingency fund
- 3) Town -wide services
- 4) Administration (there was a request to break out employee costs and include in the budget as an exhibit)
- 5) Town Clerk
- 6) Library
- 7) Parks and recreation
- 8) Pool (discussion of the Town charging itself for water and pool heating costs, cover, revenues and expenses)
- 9) Heritage conservancy
- 10) Community Development (Noted that because of restructuring in this department, it is going over budget. The council will need to authorize funds over budget in June.)
- 11) Fire Department (Noted that this budget includes hiring a captain.)
- 12) Police
- 13) Court (Noted that this budget increases court clerk 100% in court, previously had a portion in

administration.)

- 14) Buildings (Discussion of Clubhouse and current renovation to town facilities.)
- 15) Donations
- 16) Town-wide revenues and expenses (Discussion of tax revenues. Noted that they try to stay very conservative on building permit revenues. The increase can be contributed to increased fees and the minor subdivision process now being available.)
- 17) Capitol improvements project fund.
- 18) Assumptions
- 19) Budget requirements

FUTURE AGENDA ITEMS

Councilmember Sa commented that his work hours have changed, which may affect the meeting schedule.

ADJOURNMENT - With no further business before the Council, and without objection, the meeting adjourned at 9:28 p.m.

APPROVE:

Doug Von Gausig, Mayor

ATTEST:

Joyce Driscoll, Town Clerk

SUBMIT:

Charlotte Hawken, Admin. Assistant