

**Minutes of a Special Meeting of the Common Council of the Town of Clarkdale
Held on Tuesday, January 22, 2008**

A Special meeting of the Common Council of the Town of Clarkdale was held on Tuesday, January 22, 2008, at 6:02 p.m. in the Men's Lounge of the Clark Memorial Clubhouse, 19 North Ninth Street, Clarkdale, Arizona.

Town Council:

Mayor Doug Von Gausig	Councilmember Patricia Williams
Vice Mayor Jerry Wiley - Absent	Councilmember Curtiss Bohall
	Councilmember Frank Sa

Town Staff:

Town Manager Gayle Mabery	Assistant Town Manager Janet Perry
Finance Director Carlton Woodruff	Town Clerk Kathy Bainbridge
Police Chief Pat Haynie	Community Development Director Sherry Bailey
Public Works Director Steve Burroughs	Interim Utility Director Ron Doba
Parks and Recreation Supervisor Dawn Norman	
Utilities Technician KC Bailey	Deputy Town Clerk Walt Good

Others in Attendance:

Ellie Bauer, Richard Dehnert, Drake Meinke, Robyn Prud'homme-Bauer, Lynda Zanolli P&R, Alice Burroughs P&R, Bethany Bezdek P&R, Krista Dehnert P&R, Jim Spears Highland Development, Sharron and Roy Vance, Todd Etshman of Journal Extra and Phil Wright of Verde Independent

CALL TO ORDER - Mayor Von Gausig called the meeting to order at 6:02 p.m. and noted that Vice Mayor Wiley was absent but all other Council members were present.

PUBLIC COMMENT – Mayor Von Gausig informed the audience that the council could not reply to comments on items that are not on the posted agenda per state law. The Council is interested in the public's comments, but may not be able to respond other than to offer clarification or direct staff.

Sharron Vance, Clarkdale- Information in the Talk of The Town stated that the trash, water, and sewer charges would all be on one bill and that the Town was going to take on providing these services. She questioned hiring additional employees to do these jobs and associated cost and wondered where the money was coming from. Mayor Von Gausig explained that this would be a cost savings to the Town as we currently pay the City of Cottonwood to manage the Clarkdale Water .

Ellie Bauer, Clarkdale- Spirit of Clarkdale stated that the awards were great and appreciated by all the recipients, only lower and upper Clarkdale were mentioned. Mayor Von Gausig stated that the Town did not receive any nominations for other areas and reminded the audience that the next Spirit of Clarkdale Awards will be presented at the Fourth of July event this year and he would like to see nominations from all areas of the Town.

Robin Prud'homme-Bauer- Clarkdale – Would like to see all Board and Commission agendas on the web also before their meetings.

Jim Spears – Clarkdale – Highlands Subdivision Project is not having financial problems. The commercial section should close by the end of January and then the commercial units probably will begin construction in March. APS lines have been holding up the project but they are now scheduled to begin.

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.

Driving Under the Influence Abatement Grant – Acceptance of DUI Abatement Grant through ACJC (Arizona Criminal Justice Commission) for overtime and a portable breathalyzer in the amount of \$3,760.00.

Moved by Councilmember Sa to accept the Consent Agenda as submitted, seconded by Councilmember Williams. Approved unanimously.

OLD BUSINESS

CONTRACT – MESCAL WELL ENGINEERING CONTRACT - Discussion and consideration and possible approval of amendment to the existing Willdan contract for Mescal Well adding the electrical design.

Ron Doba, Interim Utilities Director, presented the electrical portion of the Mescal Well Contract to the Council, who had tabled this item on December 11, 2007, because Council wanted more information regarding the scope of services. The Council wanted to ensure that the electrical was not included in the original contract. Mayor Von Gausig questioned the cost savings by handling meets via phone instead of traveling to Town of Clarkdale. In the future, we need to have the engineer look at the job and provide a more extensive cost breakdown on projects. Councilmember Sa stated that the reduction for taking the survey out of the contract most likely would not cover the cost the Town would have to pay to have the surveying done.

Moved by Councilmember Bohall to approve the amendment to Willdan’s current contract for the Design and Engineering Services for the Mescal Well project in the amount of \$18,325.25, seconded by Councilmember Williams. Approved unanimously.

NEW BUSINESS

WORKSESSION WITH PARKS AND RECREATION COMMISSION – Worksession between the Town Council and the Parks and Recreation Commission to discuss possible land uses of the current wastewater treatment plant large pond area, scheduled for decommissioning, along with the Town of Clarkdale Halloween event.

Current Wastewater Treatment Plant Large Pond Area

Dawn Norman, Parks and Recreation Supervisor, introduced the Parks and Recreation Commission. The Parks and Recreation Commission toured the facilities and developed this vision:

1. The areas should be utilized as a natural and nature observation area to allow citizen enjoyment of the area and protect the riparian habit.
2. Provide small covered ramadas with picnic tables and barbeques for family picnics.
3. Partial fill in the large pond on the Tuzigoot side to establish a grass field by the picnic areas.

4. Place a water aeration device in the pond and stock it with fish, not for fishing, but for watching.
5. The small pond should be fenced off and buffered with natural plantings.
6. Re-locate the access to Tuzigoot road which has a natural flat area already for parking.
7. The existing and future trails could be used in the trails plan. ADEQ will have to approve the proposed use change of the area.
8. Utilize existing buildings for bathrooms.
9. River access by walking trail.
10. Reinforce retaining wall behind existing buildings in the form of terraced planters.

The large pond has a clay liner which will have to be cleaned before it could be used. The hours of operation and other operational details had not been discussed yet. The number one request from the Parks and Recreation Survey was a nature area. Mayor Von Gausig stated that the P&R Commission and council are both in support of this conceptional idea.

Halloween Event

☒ The Parks and Recreation Commission provided a survey to Main Street residents regarding the Halloween event. Items being considered to lessen the impact on upper Clarkdale residents are:

1. Schedule trick-or-treating at the same time as other events in the Verde Valley and shorten the time frame from 5 p.m. to 7 p.m. instead of 5 p.m. to 8 p.m. as in the past.
- ☒ 2. Offer to supply volunteers to upper Clarkdale residents who either want to participate but need assistance with handing out candy, or for residents who do not wish to participate, but would allow volunteers to hand out candy in front of their residence.
- ☒ 3. Advertise for volunteers to assist with handing out candy. This will give residents from all Clarkdale neighborhoods the opportunity to participate.
- ☒ 4. Offer an escort service provided by the Explorers for the residents feeling trapped or hindered from leaving/arriving at their homes.

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Councilmember Williams agreed that the “timing” was essential in the control of the numbers. Dawn Norman reported that it would be difficult to broaden the event due to limited volunteer resources. Mayor Von Gausig stated that the Town needs to have a long range vision and questioned if they were looking at moving this event to other areas of the Town. The Mayor preferred subjunctive changes instead of bandage fixes and stated that this was an opportunity to do something new and creative. The Parks and Recreation Commission want to preserve the Halloween event, with changes. Town Manager Mabery reported that 45% of Main Street residents did not participate this year. The event is great but has problems and Council looks forward to what solutions could be brainstormed. Mayor Von Gausig thanked the Parks and Recreation Commission for their work on these issues.

MIDYEAR BUDGET UPDATE – A worksession to provide Council with an update of the 2007-2008 Annual Budget as of December 31, 2007.

Carlton Woodruff, Finance Director, presented a PowerPoint presentation to Council advising the financial status of the Town via a brief outline of the budget snapshot as of December 31, 2007. There are currently several Cities and Towns that are going through budget deficits requiring official budget cuts, program cuts, and possible layoffs. The housing market is continuing to struggle, sales tax revenues are down across the state, and currently State Shared Revenues are facing large cutbacks. Town of Clarkdale administration and staff have a genuine concern about the state of the economy, but thanks to conservative budgeting, contingency planning, and key budget cutbacks, we currently have a positive outlook on the projected budget.

One important topic for discussion is the current housing market and how it relates to the Building Permit revenue line. Revenue currently collected through building permits totals \$12,203.06. This accounts for 3.7% of the \$330,000.00 budgeted. Staff projects to collect at least another \$136,297.00, leaving the Town with a deficit in the Building Permit revenue line of \$181,500.00 or 55%. Local Sales Tax is another important revenue stream for the Town of Clarkdale. As construction slows, the total Local Sales Tax received by the Town decreases accordingly. Currently, projections show a 25% deficit in Local Sales Tax numbers as they compare to budgeted amounts. Revenues are at 39.7% of the original projected budget.

Plans have been implemented to overcome these large deficits first by using a General Fund hiring freeze that was instituted in October that will save approximately \$136,146.00 this budget year. Also, each General Fund department was asked to reduce non-salary budget lines by 10%. We want all departments to be at 45% in this period except those departments that have already experienced the major portion of their expenses already. This could save the General Fund budget as much as \$356,916.00. The Contingency Fund Cash established in this budget cycle, which totals \$226,530.00, with the budget actions taken in October, should be able to stay funded.

Finance Director Woodruff will keep the Council informed and will return to Council if the projections need to be further adjusted and or Council action need to be taken. The Mayor thanked Finance director Woodruff for his presentation and for his actions and those of staff to keep the Town budget in the black.

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

None

ADJOURNMENT - With no further business before the Council and without objection the meeting adjourned at 7:48 PM.

APPROVED:

Doug Von Gausig, Mayor

ATTESTED:

Kathy Bainbridge, Town Clerk

SUBMITTED:

Walt Good, Deputy Town Clerk