

**Minutes of a Regular Meeting of the Common Council of the Town of Clarkdale
Held on Tuesday, January 8, 2008**

A Regular meeting of the Common Council of the Town of Clarkdale was held on Tuesday, January 8, 2008, at 6:10 p.m. in the Men's Lounge of the Clark Memorial Clubhouse, 19 North Ninth Street, Clarkdale, Arizona.

Town Council:

Mayor Doug Von Gausig
Vice Mayor Jerry Wiley

Councilmember Patricia Williams
Councilmember Curtiss Bohall
Councilmember Frank Sa

Town Staff:

Town Manger Gayle Mabery
Finance Director Carlton Woodruff
Police Chief Pat Haynie
Public Works Director Steve Burroughs
Town Attorney Robert Pecharich
Building Official, Mike Baker

Assistant Town Manger Janet Perry
Town Clerk Kathy Bainbridge
Community Development Director Sherry Bailey
Interim Utility Director Ron Doba
Town Attorney Kurt Dawn
Water Technician KC Bailey

Others in Attendance:

Mary Sue Hill, Ellie Bauer, Jim Picone, Londa Scalzo, Michele Seavey, Bethany Bezdek, Mary Reiter, Richard Dehnert, Krysta Dehnert, Drake Meinke, Robyn Prud'homme-Bauer, Tommie Bain, Paul Lease, David Murphy, Bill Snyder, Edgar Ball, Stan Sutherland, Mary Gassaway, Ellena Meinke, David Freeman.

CALL TO ORDER - Mayor Von Gausig called the meeting to order at 6:10 p.m. and noted that all 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.

Ellie Bauer, Clarkdale – The Chamber of Commerce and the League of Women Voters will hold a candidate forum on February 5, 2008 at 7:00 p.m. located at the Clarkdale Jerome School. She also hopes the Council will ensure that everyone can afford water.

Tommie Bain, Clarkdale - Commended the Police Department for doing a wonderful job in lower Clarkdale.

Frank Sa, Clarkdale - Commended Utility Technician K.C. Bailey and the Town crew for doing a wonderful job fixing the water line breaks.

INFORMATIONAL REPORTS

MAYOR'S REPORT – A report from the Mayor on current events.

1. Discussed strategic planning and the General Plan with Town Manager Mabery.

2. Attended the regular Mayors and Managers lunch at Murphy's in Cottonwood. We discussed the choices for Verde Valley lobbyist representation and several other items of mutual interest to Verde Valley Communities.
3. Attended a Yavapai-Apache Council meeting at Tribal Headquarters in Middle Verde. I went to thank them for their Prop. 202 funding in the past, report on how Clarkdale had used the funds, and suggest ways that we might better serve their members in Clarkdale by changing their allocation requests slightly, giving us more latitude in how those funds are spent. The meeting went very, very well, and they were extremely complimentary about Clarkdale. They said that no other municipality had ever come before them with thanks and a report before, and they truly appreciated it.
4. Attended the 1st annual Clarkdale New Year's Party and Copper Ball drop! It was a smashing success, due to all the hard work that Dawn and her team put into it. There were (I think) about 190 attendees, and it was a great evening. Pat Williams served drinks and food and Curt and Winnie and Becky and I just enjoyed it! I am more impressed with each project that Dawn works on - we're fortunate to have such a great Parks and Rec Supervisor!
5. Regular Meeting with Janet Perry as Acting Town Manager. Our primary topics were Strategic Planning, General Plan preparations, and how we might fold the Community Branding campaign into the General Plan discussions. We also discussed her new role as HR director and what challenges and successes she had experienced in that role.
6. Spent several hours reading and making suggestions to the new water operations code.
7. Have been reading every ordinance the Town has adopted, from #1 (Time and Place of Regular Council Meetings) to #302 (Property Valuations 2006-2007). I am trying to get a sense of which ordinances, if any, may be appropriately repealed and which need to be revisited and possibly revised. Kathy is also working on this project and we expect to have some kind of handle on it within the next few weeks. We'll be bringing some of these to the council during the next year. So far, after going through about half of them, I have identified 26 which might be repealed and 34 which may need revision. It's been interesting, though, just reading all the ordinances, as it gives a sense of how the Town has evolved since 1957.

TOWN MANAGER'S REPORT - Town Manager Mabery informed the Council:

1. Town offices would be closed on January 21st in observance of Martin Luther King Jr. Day.
2. There is still an opportunity for write-in candidates until January 31st for the March 11, 2008 election.
3. The Town received a letter from Representative Renzi's office which invites us to identify priority projects and issues that we might want to see federal funding for as had been done in the past. The deadline is February 15th.
4. Reminded the Council of the strategic planning session on January 23rd and 24th, along with the Special Council meetings on January 22nd, and January 29th.

NACOG - A report regarding Northern Arizona Council of Governments. No Meeting.

NAMWUA - A report regarding Northern Arizona Municipal Water Users Association – No meeting.

WAC - A report regarding Yavapai County Water Advisory Council – Mayor Von Gausig reported that he attended the meeting in Prescott Valley. Three Board of Supervisors were welcomed to the membership, heard several technical reports from the coordinator and discussed who the next co-chairs of WAC will be. WAC has a chair on "that side" and one on "this side", and these respective chairs chair every other meeting as the meeting venue alternates between sides of the mountain. Mayor Von Gausig will be one co-chair. We also had a short report on the Bureau of Reclamation's feasibility study for the Coconino Plateau. This study is the second phase of the same study WAC is funding for the Verde. In essence it will attempt to identify future supplies, consumptions and deficits for the area studied, then list the alternative ways to meet expected demands. In the case of the Coconino Plateau, that second phase study will cost approximately \$13,000,000. This will not include legal, engineering, acquisitions or anything else, just the cost of a study to tell them what their alternatives are.

CATS – A report regarding Cottonwood Area Transit System – No meeting

COCOPAI - A report regarding Coconino Yavapai Resource Conservation District – No meeting

VVLPI – A report regarding Verde Valley Land Preservation Institute – No meeting

VVTPO - A report regarding Verde Valley Transportation Planning Organization. No meeting

VERDE RIVER BASIN PARTNERSHIP – Mayor Von Gausig reported that the Partnership is proceeding with the expenditure of funds that will put about twenty monitoring wells around the Verde River Basin. The process requires that there is a fiduciary to disperse and collect the funds from the municipalities that have pledged them. They are in the process of completing an Intergovernmental Agreement with Verde River Basin Partnership and the Town of Clarkdale so Clarkdale can act as that fiduciary.

CONSENT AGENDA – The consent agenda portions 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 December 11, 2007 and the Special Meeting held December 18, 2007.
- B. Claims** – List of specific expenditures made by the Town during the previous month.
PPE 12/8/07, PPE 12/22/07
- C. Board and Commission Minutes** – Acknowledgement of receipt of minutes and draft minutes of the previous month's Board and Commission Meetings.
Planning Commission minutes of the meeting held 12/6/07, 12/27/07
Board of Adjustments minutes of the meeting held 12/26/07
Design Review Board minutes of the meeting held 12/12/07
Library Advisory Board minutes of the meeting held 12/6/07
Parks and Recreation Board minutes of the meeting held 12/3/07
Heritage Conservancy Board minutes of the meeting held 12/12/07, 12/19/07

D. Reports – Approval of Written Reports from Town Departments and Other Agencies.

Building Permit Report – December 2007
Capital Project Report - December 2007
Magistrate Court Report – November 2007
Police Department Report - December 2007
Clarkdale Fire District Report and Mutual Aid Responses Report - December 2007
Cottonwood Area Transit System (CATS) Operational Report – November 2007
Verde Valley Humane Society – November 2007
Clarkdale Library Report – Annual

Councilmember Williams moved to accept items A, B, C, and D of the consent agenda and Vice Mayor Wiley seconded the motion. Motion passed unanimously.

NEW BUSINESS

SPIRIT OF CLARKDALE – Discussion and consideration of the recommendation to Council on the inaugural “Spirit of Clarkdale” nominations. Presentation of Spirit of Clarkdale Awards.

Kathy Bainbridge presented the nominations approved by the review committee to Council for their review via a PowerPoint presentation:

Property Beautification/Historical Preservation

Bob & Joan Middleton, 1210 Main Street and Jason & Bethany Bezdek, 515 Main Street

Landscaping – Water Conservation

Earl & Ellie Bauer, 1201 Main Street; Sandra Jenocovich, 1424 1st North Street; Karl & Betty Klassen, 1105 Main Street; Paul Lease & Ruth Dutzi, 1404 1st North Street; William Reiter, 1108 Main Street; Jeffrey & Cynthia Simon, 1308 Main Street; Mark Henry & Pamme Pepper, 1509 1st South Street; Bryce Jr. & Mary Hill, 1424 2nd South Street; Richard & Krysta Dehnert, 905 1st South Street.

Property Beautification – Business

Katie Cannon & Ken Poston, 523 1st North Street –Tri-Plex; Bill Snyder, Group 2, 902 First South Street - Highlander Laundry; Drake Meinke, 849 Main Street - Copper Museum.

Community Volunteerism

Clarkdale Museum Board and Volunteers: Drake Meinke, Cynthia Emmett, Mary Lu Estlick, Cynthia Lowry, Sue Hill, Lee Daniels; Linda Scalzo – Clarkdale Chamber Family Fun Fest; Tommie Bain – Neighborhood assistance; Verde Valley Theatre.

Vice Mayor Wiley moved to accept the Spirit of Clarkdale nominations as presented, seconded by Councilmember Bohall. Motion passed unanimously.

Mayor Doug Von Gausig invited the Spirit of Clarkdale Award recipients to come forward and receive their certificate.

WATER CODE – Draft Water Code review and direction to staff regarding the draft Water Codes for the Town of Clarkdale.

Ron Doba introduced Grant Anderson from Wildan, who presented the draft Water Code to Council. The draft of the Water Codes is the result of the work that has been led by Willdan, and reviewed and edited by the Town of Clarkdale Water Code Team (Town Manager Mabery, Utilities Director Ron Doba, Public Works Director Steve Burroughs, Fire Chief Don Eberle, Community

Development Director Sherry Bailey, Building Official Mike Baker, Finance Director Carlton Woodruff, and Town Attorney Rob Pecharich).

Sections 19-1 through 19-10 are all new sections and were reviewed individually based upon Mayor Von Gausig’s list of questions and corrections. The previously adopted Drought and Water Shortage Preparedness Plan has been renumbered as Section 19-11. Section 19-12 has been reserved for insertion of the upcoming Water Conservation Code.

Mr. Doba recommended that the Council consider an additional Article to the Town Code, Chapter 21, which will deal with reimbursement agreements for both water line and sewer line extensions. The draft code was reviewed by the Council with Mayor Von Gausig’s list of questions and corrections.

Mr. Anderson from Wildan will incorporate the comments, revise the drafts appropriately for adoption, and bring the codes back to the Council in February, to meet the 30-day adoption time frame necessary to make the codes effective in March. The adoption of the codes will be in conjunction with the Town’s take over of the water utility billing, which will occur in March, 2008.

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 8:35 PM.

APPROVED:

Doug Von Gausig, Mayor

ATTESTED:

Kathy Bainbridge, Town Clerk

SUBMITTED:

Walt Good, Deputy Town Clerk

**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
Vice Mayor Jerry Wiley - Absent

Councilmember Patricia Williams
Councilmember Curtiss Bohall
Councilmember Frank Sa

Town Staff:

Town Manager Gayle Mabery
Finance Director Carlton Woodruff
Police Chief Pat Haynie
Public Works Director Steve Burroughs
Parks and Recreation Supervisor Dawn Norman
Utilities Technician KC Bailey

Assistant Town Manager Janet Perry
Town Clerk Kathy Bainbridge
Community Development Director Sherry Bailey
Interim Utility Director Ron Doba
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 conceptual 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.

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

Minutes of a Special Meeting of the Common Council of the Town of Clarkdale Held on
Wednesday, January 23, 2008 and Thursday, January 24, 2008
Strategic Planning

A Special meeting of the Common Council of the Town of Clarkdale was held on Wednesday, January 23, 2008 at 3:00 p.m. in the Ladies Lounge of the Clark Memorial Clubhouse and continued Thursday, January 24, 2008 at 8:30 a.m.

Town Council:

Mayor Doug Von Gausig
Vice Mayor Jerry Wiley

Councilmember Patricia Williams
Councilmember Curtiss Bohall
Councilmember Frank Sa - Absent

Town Staff:

Town Manger Gayle Mabery
Finance Director Carlton Woodruff
Police Chief Pat Haynie
Public Works Director Steve Burroughs
Town Attorney Rob Pecharich

Assistant Town Manger Janet Perry
Town Clerk Kathy Bainbridge
Community Development Director Sherry Bailey
Interim Utility Director Ron Doba

Others Present: Richard Dehnert, Ginny Hamilton, Seth Hess, Drake Mienke

CALL TO ORDER: Mayor Von Gausig called the meeting to order at 3:00 p.m. and noted that a quorum was present and that Councilmember Sa was absent.

2008 STRATEGIC PLANNING SESSION

Visioning – Clarkdale 2020

Each member of the Council was asked to discuss their vision for Clarkdale in the year 2020. Background information was that the current population was approximately 15,000 with 175 people on the Town Staff.

Councilmember Bohall:

- Mayor Von Gausig had been re-elected, other Councilmembers were in the assisted living facility located in the former Clark Mansion near Pecks Lake.
- The world is at peace and the economy is booming.
- The Town has annexed lands up the mountain to the West, and a large industrial area of land to the North and West including Hanson Aggregates, part of SMK, Clarkdale Minerals Holdings, and several hundred acres.
- A development of multi million dollar homes is near completion on the C Mountain.
- Clarkdale has several hotels, bed and breakfasts, restaurants, and a RV Park with an activity center.
- Pecks Lake is a large regional park.
- Verde Canyon Railroad runs excursions to the Grand Canyon (in conjunction with Grand Canyon Railroad) and Phoenix.
- Verde Valley Transit runs busses between Oak Creek, Sedona, Cottonwood, Clarkdale, and Camp Verde and a light rail loop is in the preliminary planning stages.
- A casino has been located in Clarkdale.

- The Broadway extension has opened an industrial commercial area for development and has become a major revenue source.
- Clarkdale Minerals is halfway to completion with the slag reclamation project and are developing plans for a solar energy plant on several hundred acres.
- Peck River Machine has tripled in size.
- Consolidation of all municipal and regional fire districts, through intergovernmental agreements, has been completed.
- SRP has senior water rights on the Verde River.
- Deteriorating water and sewer lines have been repaired.
- Clarkdale has become a destination point.

Councilmember Williams:

- Acquired lands need to be kept as open space.
- The Historic Districts, gazebo, museum, government complex, Tuzigoot, Clark Mansion, and Sycamore Drive are tourist attractions.
- Clarkdale is still a clean, safe environment.
- Patio Park area should be renovated and kept as an historic barrio area with bike and walking trails down to the river.
- Development of the 89A commercial corridor should be designed with coordinated, small complexes of buildings, keeping the flavor of the rural area.
- Conservative financial planning needs to continue.
- Water is a major concern.
- Need additional signage to get additional foot traffic.
- Should take advantage of Clubhouse deck with entrepreneurs.
- Need to revitalize Clarkdale's central area.
- The current slow down of the economy will afford Clarkdale time to catch up and re-group.

Vice Mayor Wiley:

- New boundaries include lands North of Verde Valley Ranch to the river which includes Topco and the flat land on the other side, lands Northeast of industrial area to include the high mesa owned by Clarkdale Metals, and the area West of Haskel Springs up Mescal Gulch to Verde Central Mine.
- The East face of the Black Hills is a nature preserve and aquifer protection with trails.
- Clarkdale has a solid waste composting system.
- New waterpark with reverse osmosis and direct injection.
- Two major parks, one in Mineral Creek and one south of Yavapai College.
- The Town complex relies on solar power.
- Clarkdale still has the small town quality of life.
- Clarkdale is interconnected by pedestrian trails connecting the Foothills, Highlands, Blackhills and Haskel Springs.
- Bike and pedestrian trails have been completed along the washes.
- Upper Clarkdale was made the Governmental and cultural center of Town.
- Clarkdale has the only railroad access to the Verde Valley.
- A bypass should be completed from 89A to I17.
- Clarkdale is the warehouse center of the Verde Valley.
- Clarkdale has been a leader in water conservation efforts.

- Broadway was widened and a bridge over Bitter Creek has been constructed.
- A third wastewater treatment plant was completed.
- Wildlife is an important feature of Clarkdale and needs a sustainable environment.

Councilmember Sa: Letter

- Boundaries have not changed due to Proposition 207.
- Visitors go to Sedona and Jerome to shop and Clarkdale to view the historic buildings.
- Clarkdale is part of Cottonwood.
- Mountain Gate is not completed yet.
- No commercial area due to implemented fees.
- Expensive water company led to Impact Fees which stopped growth.
- Clarkdale has unaffordable rates.
- Cottonwood supplies Clarkdale water.
- Should be planning for three years, not ten years.
- Felt that if nothing is done to cut current costs the above statements would be true in 2020.
 - Cut back by cutting positions, freezing vacant positions, combining positions, lowering wages, and canceling Council wages.
- Questioned whether we could afford to build the Wastewater Treatment Plant, or afford not to build.
- Water system repairs need to be prioritized with funding.

Mayor Von Gausig responded to some of Councilmember Sa's concerns:

- Any annexation the Town would have been considering probably would have fallen under Proposition 207, annexation agreements and waivers will be more important now. Annexation will be just as available to Clarkdale in the future as in the past.
- The wastewater treatment plant will be another huge expense, but you can't shy away from doing what needs to be done for the future. Projects will be more expensive in the future and will have a bigger impact than they have now. It is not getting cheaper to live in the United States or the world. A rate study will be looked at and a decision will need to be made as to if this is the right time to build.
- Purchase of the water company was an expensive proposition. The water enterprise fund has approved rates which will maintain expenses and debt service. The main concern of acquiring the water company was to have the ability to control a piece of Clarkdale's destiny.

Town Manager Maybery responded that:

- Clarkdale made some really tough and long term decisions over the last three years which will have long term impacts, and have all come within a short amount of time. The economy was much stronger when those decisions were made. Now, all of those decisions pile up together, and there is a downturn in the economy. Neighboring communities are taking some of those exact measures because of the downturn in the economy that Clarkdale took during strong times. Timing is more sensitive now.
- The two million dollars bonded for the water company was only for the first three years for the most important system improvements. A comprehensive water master plan that

takes Clarkdale into the future needs to be drafted which a capital budget can be developed from, and the capital budget needs to be funded.

Mayor Von Gausig:

- Annex forest service lands, both Coconino and Yavapai, upstream from river, Freeport-McMoRan lands. At the South edge, in Prescott National Forrest, there may be some future opportunity for East Mingus Land Owners, Verde Exploration, Selna Mongini, and Ray Rowles lands primarily with some Phelps Dodge and Freeport -McMoRan lands.
- We will be looking at lands that will preserve our watershed and our viewshed and most of those lands go west up the mountain. Any annexation that Clarkdale is going to contemplate that will be bordering against another municipal will be closely coordinated with them. There must be open space boundaries between communities.
- North, the natural boundary would be the Coconino and Prescott Forrest Service.
- West would be the same as suggested from Councilmember Bohall and Vice Mayor Wiley.
- Annexation is not so much drawing boundaries on a map, but goals we want to achieve.
- Protect natural preserve land around Pecks Lake and wildlife corridors.
- The Verde River is one of the last free flowing desert riparian areas in the country, and Clarkdale sits at the first place where it meets municipal population. Concentration of 176 species along river.
- The train is still running on the original site without any competition.
- Tourists go to the downtown park and historic areas, as reminders of the past.
- The most ecologically sound thing to do is to preserve historic buildings.
- Clarkdale will always remain a small town forever, less than surrounding communities.
- There are many walking trails connecting the community.
- Neighborhood commercial - density of lower Clarkdale lends itself to a commercial area for services, community PAD, form based planning.
- Agreed with Councilmember Williams on renovation of Patio Park neighborhood.
- Cultural, demographic and economic diversity is the key. Diversity leads to a vibrant and resilient community.
- Acquisition of water utility – Community will have to walk a fine line – live within means and augment to best means possible.
- Clarkdale remains a self determining community.
- Increased staff compensation and positions have been filled with best people possible.
- Diverse small businesses instead of large store chains.
- Clarkdale is a good stewards of natural resources.
- Water comes from diverse sources, basic supply is still ground water. WWTP supplies pure water to our well field as recharge, and the potable water then goes into the drinking water treatment center, then to the potable water supply. A potable water supply can be augmented by about 30-40% using potable reuse. About 70% of water you serve your customers ends up in your wastewater treatment plant. You can reclaim a large percent of that and put it back into your potable water supply using a form based conservation program.
- WAC – Appraisal Level Study for the Upper Verde Highlands area will find out whether or not there are shortages in the water in the long term future of the Verde River Watershed and what possibilities there may be in solving those water problems, costing \$600,000. The Design and full study costs are estimated at \$15,000,000.

- Challenges - Water, deteriorating infrastructure, small town fees, balance between what we use and what we have, natural resources, dark skies.
- Balancing restrictions - Town building cost vs going to county with not as many restrictions and using services of Clarkdale without paying. Density issues vs sprawl.

Recess at 7:10 p.m. to SuCasa, Reconvene at SuCasa at 7:20 p.m., Recess at 9:00 p.m.
The meeting was recovered at 8:30 a.m. on January 24, 2008.

The Department Heads were requested to discuss their short term and long term goals.

Community Development - Sherry Bailey

Longer Term Goals:

1. Start revision of General Plan – A General Plan should be the vision of the Community – the link between the capital improvement plan and everything that develops. It should contain the long range plan for how the community is going to develop and grow and what we want it to look like. Elements should be housing, economic development, community design and annexation. Yavapai College should be linked in the plan. Sensitive environment areas: Open space area, parks and recreation.
 - Start the process – Council setting vision, giving guidance.
 - Involve Boards and Commissions, staff and Council.
 - Set up the Capital Projects Committee and Focus Committee.
 - Schedule community visioning process.
2. Continue to work on Form Based Codes to replace the existing zoning code: Standards and guidelines that govern use within areas, instead of standard zoning codes. Allows for more traditional neighborhoods.
 - Finish developing the standards for each General Plan sub area.
 - Schedule a joint meeting with the Council and Planning Commission.
 - Start having public meetings on the ordinance standards.
3. Development of an Economic Development Plan for Council consideration including the possibility of a Main Street Program and the possible designation of an Enterprise Zone. An Enterprise Zone gives property tax or income tax breaks in a particular area over 5 years for industrial /manufacturing with 1,000 people meeting general guidelines.
 - Continue with the Main Street Program information.
 - Identify available land for industrial development and needs for development of that land.
 - Identify programs and policies that may be appropriate for Clarkdale and outline an ED program.
4. Development of an Annexation Policy for consideration by Council.
 - General guidelines for expectations, considerations, impacts, and feasibility.

Short Term Projects:

1. Consideration of the Phelps Dodge Property and Development Agreement.
 - Possible rezoning of the property.
 - Consideration of land proposals.
 - Better guidance regarding Pecks Lake area.
2. Community charrette for the Clarkdale Mineral Corporation property.
 - Community involvement in the development of the existing property and the property to be annexed.
 - Move forward with the annexation of Clarkdale Mineral's 450 acres.

3. Annexation of Verde Exploration land between Clarkdale and Jerome.
4. Review and set procedures for everything in Community Development and document those procedures.
5. Develop tracking and document retrieval procedures for new permits software which is part of the larger financial software package.

Water Utility – Ron Doba

1. Water System:

Short Term:

- Customer service image – both internal and external.
- Billing and meter reading.
- Hiring of Utilities Director and Manager.

Long Term:

- Acquisition of entire water operation – more efficient and lower cost than with Cottonwood.
- Taking over operations and maintenance from Cottonwood.
- Additional staffing (3-4) – crew to repair line breaks.
- Production facilities aesthetics – wells, disinfectant equipment, reservoirs and areas around facilities.
- Need to keep communications open between Cottonwood and Clarkdale.

Condition of Water System:

- Immediate fire protection systems replacement.
- Need to have project coordination, especially during multiple projects.
- Lower Clarkdale will be the next phased project area to receive adequately sized pipes installed properly.
- The dual 5 inch lines that are above ground (transmission system) are a priority between Haskel Springs well and 89A well.

Information Systems for Utility:

- WIFA technical assistance grants available.
- Master Plan for reclaimed water is in progress.
- Need Master Plan for water linked with the Town General Plan.
- Modeling policy.
- SCADA system – supervisory control and data acquisition system.

Mapping:

- Need accurate set of maps with size and location of what is in ground.
 - Need to identify connections in project prior to any future designs.
 - Now is good time prior to more growth.

2. Sewer System

- Complete design of wastewater treatment plant (WWTP).
- Funding of WWTP will require a substantial rate increase.
- Current plant is adequate for existing people – approaching 80%.
- Class A reclaimed water is important as a water conservation tool.
- Need to ensure capacity for economic development along 89A.
- Modeling.

3. Reclaimed Water:

- Master Plan already in progress.

- Currently, there is no benefit from reclaimed water. Reclaimed water is a valuable resource, and a potential revenue stream. Need year round customers.
- Recharge option vs use option for reclaimed water needs to be explored.
- Water Conservation Policy for reclaimed water.

Public Works - Steve Burroughs

Short Term:

1. General Documentation – Design and Construction Specifications.
2. Facility Master Plan – Buildings.
 - Clubhouse usage assessment – identify usage to document the needs of clubhouse with community input.
 - General Complex Area - Intertwined with 5 year staffing goals.
 - Building for Court, Library, and Council Chambers.
 - Highlands to provide 3000 sq ft building or possible funding (\$500,000).
 - Storage Space – climate controlled, secured, combination of inside and outside.
 - Fisher House property.
 - Vacant land located in complex area.
 - Additional parking behind buildings.
 - Landscaping Plan - should be a showcase of what to plant.
 - 1st phase is PD/Court - zeroscape

Long Term

1. Cemetery
 - 70% filled/sold.
 - Need office and internment vault.
 - Sewer line running through property could provide restroom area.
2. Transportation Hub
 - Park and ride area.
 - Funding options available.
3. Streets Master Plan – Circulation Master Plan.
 - Transportation Study – Traffic Study.
 - Identify right-of-way and easements.
 - Street Projects:
 - Broadway needs to be widened, widened box culverts, add guardrails, develop pedestrian walkways, construct center turn lane.
 - Clarkdale Parkway needs to be dressed up – raised medians, split islands, landscaping with zeroscaping, pedestrian walkway with a boardwalk effect.
 - Need linkage between Broadway and 89A.
 - Centerville Road completion.
 - Crossing over Bitter Creek - saving the current one lane bridge for pedestrians and building a new two lane bridge.
 - Another road off of Eleventh Street down to the industrial road so there is another connection from Town to that area.
 - Old Jerome/Minerich from 89A to the Black Hills.
 - Streets assessment – modeling.
 - Street inventory – all Town owned items located in the right- of- ways (trees, sidewalks, curb and gutter) and their age and condition.
 - Appropriate signage – from train station and going into Upper Clarkdale

Finance – Carlton Woodruff**Short Term:**

1. Customer Service System - working with all departments.
2. Utility billing system.
3. Financial system software implementation.
 - HR – payroll.
 - Asset management system.
 - Project management system.
 - Community Development system.
4. Updating policies and procedures for system to provide consistent and accurate service and information for both internal and external customers.

Long Term:

1. Design financially balanced Capital Improvements Plan (CIP) to identify and prioritize projects and their funding.
2. Continue to build a contingency fund for a reserve fund.
3. More electronic processing.

Police – Pay Haynie

1. Department plays has an important role in the quality of life.
2. Keeping in touch with community is important.
3. Additional trails and open space requires additional security.
4. Keeping a sustainable workforce is a plus for community.
5. Commercial growth will demand growth of department.
6. Keep up with technology.
 - Mobil data units in cars.
 - Cameras in all vehicles.
 - Equipment/vehicle rotation.
7. Need additional work sites with Court separation.
8. Regionally Northern Arizona Regional Training Academy (NARTA) most sought after academy.
 - Share a range.
 - Share driving track.
9. Continue on regional dispatch center.

Good public safety costs money but not as much as bad public safety.

Town Attorney: Rob Pecharich

1. Clakdale has a good stable Town government due to the quality of people that run for Town Council and the quality of Town Staff.
2. Future annexations will require attention. The Town should pursue annexation while they still enjoy good relationships with surrounding land owners. Proposition 207 states that any governmental action that devalues an owner's property entitles the owner to compensation. Both parties should predetermine that there will be benefits to each and agree on the future use of the property.
3. Need a legal succession plan and a diversified firm.

Town Clerk – Kathy BainbridgeShort Term:

1. Code Book Re-codification - Review and update ordinances.
 - Ensure compliance with current State Statutes.
 - Document appropriate Town processes.
 - Develop compliance guidelines and penalty processes.
 - Develop proactive approaches and guidelines for future growth issues.
 - Ensure continuity throughout Code Book.
 - Develop an efficient Index.
2. Indexing all Council, Board and Commission Minutes.
 - Index would be developed in an Access database.
 - Sort or search by various methods depending on needs.
3. Records Management Program.
 - Ensure compliance with State records management practices.
 - Create a retention/destruction policy.
 - Locate and inventory current files.
 - Create an efficient filing system.
 - Evaluation of storage needs.
 - Indexing of files.
4. Library Improvements.
 - Vision of Library Board for alterations and provision of services.
 - Improve appearance of reception area, office area, and children's area.
 - Expand multigenerational services.
 - Provide additional operational hours.
5. Open Archive and Museum.
 - Develop policies and procedures for archive management.
 - Management policy for historic items.
 - Cooperative use of town archives and artifacts by Clarkdale Heritage Center.
6. Web Page – Communication.
 - Board and Commission packets on web page.
 - Digital recordings for voice activated Minutes.
 - On-line bill pay services.
 - Fillable forms.

Long Term:

1. Records Center Vision.
 - Records Manager.
 - Records policies and procedures for Council and employee use.
 - Records management training program for Council and employees.
 - Centrally located, climate controlled room/building.
 - Imaging equipment.

Assistant Town Manager – Janet Perry

1. Parks Master Plan.
 - Municipal Community Park Complex.
 - Dog park, skate board park.
2. Human resources.
 - Employment law.

- Consistent HR standards and practices.
- Organizational development.
- Staff Compensation.

Town Manager – Gayle Mabery

1. General Plan.
2. CIP Financially balanced.
3. Water Master Plan.
4. Balance internal projects.
5. Broadway extension.
6. Clarkdale Minerals annexation.

Town Manager Mabery lead the group through an exercise of identifying long and short term goals which were compiled into categories. The Council was then given 20 stickers and requested to prioritize those categories. The compiled prioritized list is attached.

Mayor Von Gausig commented that during the entire session, master planning, modeling, customer service, continuity and perpetuation continued to be a theme of all the conversations. The overall tone was optimism, pride in the community, and a can-do attitude. Commenting, the Mayor said “We don’t have deep pockets, but we do have deep hearts”.

ADJOURNMENT - With no further business before the Council and without objection the meeting adjourned at 4:30 p.m.

APPROVED:

Doug Von Gausig, Mayor

ATTESTED:

Kathy Bainbridge, Town Clerk

SUBMITTED:

Walt Good, Deputy Town Clerk

SHORT TERM PRIORITIES

Numbered = Top Priorities (no specific order)

Underlined = Received Blue Dots

Italics = Identified Goals Not Receiving Dots

TRANSPORTATION

- 1. Complete Street Master Plan**
- 2. Centerville Road - Broadway to Hwy 89A**
- 3. Industrial Road Extension**
 - Cement Plant Road
 - Improve Broadway
 - Design/Implement Bitter Creek Bridge
 - Park and Ride Lots*
 - Transportation Study*

WATER

- 4. Take Over O&M of Water Company**
 - Water System Master Plan
 - Commit to Gathering Water Resource Data
 - Replace Deteriorating Water Infrastructure*
 - Water System Updates*
 - Update Infrastructure Maps*

GENERAL PLAN

- 5. General Plan Revision /Update**

FACILITIES MASTER PLAN

- 6. Complete Facilities Master Plan**
 - Solar Panels
 - Fund Moving Evidence Room/old to Added Patrol*
 - Joint Public Safety Building (PD & Fire)*
 - Expand/Improve Office Facility*
 - Renovate Clubhouse Complex*
 - Clubhouse Public Use*

ANNEXATION/LAND USE

- 7. Annexation of Clarkdale Minerals Property**
- 8. Pecks Lake Amended Development Agreement/IGA**
 - Development Agreement on VV Ranch
 - Phleps Dodge/VV Ranch Land Discussion
 - Annexation of CMC/Verde Ex and Selna Property*
 - Stabilize Mountain Gate Development*

FINANCIAL SOFTWARE

- 9. Install and Train on the Clarkdale Customer Service System**
 - New Financial Software Implementation*
 - Establish and Adopt Consistent Town Procedures based on the Capability of New System*
 - Complete Utility Audit*

SHORT TERM PRIORITIES

Numbered = Top Priorities (No specific order)

Underlined = Received Blue Dots

Italics = Identified Goals Not Receiving Dots

HISTORIC PRESERVATION

10. 100 Year Anniversary

Preservation and Vitalization of Historic Downtown

WATEWATER TREATMENT PLAN

11. Wastewater Treatment Plant

Resolve Financing for WWTP

Discussions on WWTP

FORM BASED CODES

12. Start Planning on Form Based Codes

CAPITAL IMPROVEMENT PROGRAM

13. Start CIP Process

Complete Balanced CIP for General and Enterprise Funds

Built In Vehicle Replacement in Budget

Keep Adding Equipment (Cameras, PTB, Taser)

INTERNAL PROCESSES

Minutes Index

Educate Public on Issues – Various Location of Meetings

Water Billing Function

Strengthen Community Development To Deal with Developments

Clear Policy and Procedures

Code Recodification

Records Inventory

Create Youth Commission

HUMAN RESOURCES

Competitive Compensation

Succession Plan – Attorney

Job Retention

Organizational Planning – Recruiting/Succession

Address Staffing Needs

Communication Growth between Departments

ECONOMIC DEVELOPMENT

WiFi in Downtown Area

Strengthen Ties to Verde Canyon RR

SHORT TERM PRIORITIES

(No Specific Order)

1. Complete Street Master Plan
2. Centerville Road - Broadway to Hwy 89A
3. Industrial Road Extension
4. Take Over O&M of Water Company
5. General Plan Revision /Update
6. Complete Facilities Master Plan
7. Annexation of Clarkdale Minerals Property
8. Pecks Lake Amended Development Agreement/IGA
9. Install and Train on the Clarkdale Customer Service System
10. 100 Year Anniversary
11. Wastewater Treatment Plant
12. Start Planning on Form Based Codes
13. Start CIP Process

LONG TERM PRIORITIES

Numbered = Top Priorities

Underlined = Received Blue Dots

Italics = Identified Goals Not Receiving Dots

ANNEXATION

- 1. Annexation of Verde Ex Lands North and West**
- 2. Annexation of Phelps Dodge lands upstream**
- 3. Annexation of foot hills above Town**

Explore Trade of Clarkdale Forest Service Trust to East Mingus
Landowners
Nature Preserve on Black Hills

WATER SYSTEM

Replace Deteriorating Water Infrastructure
Develop Water System SCADA

WASTEWATER and RECLAIMED WATER

WWTP Finalization
Sewer Master Plan
Completion of Broadway Reclamation Facility
Create and Institute a Potable Reuse Plan
Reclaimed Water Distribution System
Develop Water and Sewer System Models

TRANSPORTATION

Palisades Drive to Lincoln Drive
Complete Eastern Look Road
Transportation Hub System

PARK AND RECREATION

Municipal Community Park Complex
Park and Recreation Master Plan

RECORDS MANAGEMENT

Records Management Program
Replacement of Paper Records with Electronic Records
Records and Retention Program and Policy
Records Storage Area

ECONOMIC DEVELOPMENT

Economic Development Policy/Plan
Commercial Growth
*Economic Dev through Utilization of Natural Resources/Enviro-
Friendly*

MISCELLANEOUS

Regional Dispatch Center
Mobil Data Terminals
Organizational Development

