

**Minutes of a Regular Meeting of the Common Council of the Town of Clarkdale  
Held on Tuesday, November 17, 2008**

A Regular Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, November 17, 2008, at 3:00 PM at Clark Memorial Clubhouse, 19 North Ninth Street, Men's Lounge, Clarkdale, Arizona.

Town Council:

Mayor Doug Von Gausig  
Vice Mayor Jerry Wiley

Councilmember Patricia Williams  
Councilmember Curtiss Bohall  
Councilmember Richard Dehnert

Town Staff:

Town Manager Gayle Mabery  
Public Works Director Steve Burroughs  
Finance Director Carlton Woodruff  
Town Clerk Kathy Bainbridge  
Public Works Supervisor Dennis Inman  
Building Official Mike Baker  
P&R Supervisor Dawn Norman  
Cemetery Manager Chris Keller  
Town Crew Karl Hall  
Police Sergeant Troy Smith  
Police Officer Robert Church  
Police Officer Tommy Nester  
Deputy Town Clerk Walt Good

Assistant Town Manager Janet Perry  
Community Development Director Sherry Bailey  
Police Chief Pat Haynie  
Utility Director Wayne Debrosky  
Town Crew Kevin Adams  
Building Inspector Paul Grasso  
Town Crew Chris Levis  
Town Crew Jim Gay  
Police Admin Asst Jan Boyd  
Police Sergeant Chris Wylie  
Police Officer Nicole Florisi  
Police Officer Serifin Razo

**CALL TO ORDER 3:02 PM**

**PUBLIC COMMENT – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to five minutes.**

No Public Comment

**INFORMATIONAL REPORTS**

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

1. Town Manager Mabery, Community Development Director Bailey and I met with Cottonwood Mayor Joens, City Manager Bartosh and Community Development Director

Gehlert. Topics included the proposed Cottonwood annexation of Forest Service land. With both Cottonwood and Clarkdale having the same goal to preserve this area as is, both municipalities are looking into a way to preserve this area. Also discussed was a preliminary discussion on the possible future use of Sedona's reclaimed water. The effluent would have to be upgraded to A+ before the communities could utilize it as a recharge. Sedona currently disperses in their field the approximate current demand amount of Cottonwood and Clarkdale. This is a very preliminary discussion for a possible future water source.

2. Attended the inaugural General Plan Focus Group where CDD Bailey formed the sub-committees and gave the overview of what is expected.
3. Attended a Nature Conservancy meeting on the Verde River. Discussion was on how to preserve the Verde River Basin and what trigger points need to be watched for to ensure preservation of the ecosystem.
4. Town Manager Mabery and Mayor met with Arizona Department of Environmental Quality Northern Region Director Matt Capalby. Discussed possible grant possibilities. Side note – ADEQ is due to sunset in 2010 and hopes is that the legislature will refund this department , otherwise we would come under the Federal EPA district in San Francisco.
5. Attended the Yavapai County Mayor's meeting and the main topic of discussion was the rumors of a county split. This discussion comes up about every 5 years with the possibilities being debated.
6. November Talk of the Town was held at the Moose Lodge. Attendance was light as they were last November/December. The Town will not schedule Talk of the Town meetings next year in November or December.
7. Attended the Arizona League of Cities and Town Executive Committee Meeting in Phoenix. Discussion was on the States invoice to all the state communities. The State needs money to balance the budget. The League believes that this appropriation was done with just a simple majority of the legislature and that there should have been a 2/3 majority approval according to the State Constitution.

**TOWN MANAGER'S REPORT – A report from the Town Manager on current events.**

1. Town Manager Mabery reminded Council of the November 20, 2008 Verde Valley Intergovernmental meeting in the Cottonwood Public Safety building. Current and newly elected officials have been invited and some have responded.
2. This is the only meeting in November; next Council meeting will be December 9, 2008.
3. "Made in Clarkdale" starts on December 5, 2008.

**COCOPAI – A report regarding the Coconino Yavapai Resource Conservation District**

No Report

**CAT – A report regarding the Cottonwood Area Transit. –**

No Report – Open House in Cottonwood on 11/19/08, 4 to 6 PM

**NACOG - A report regarding the Northern Arizona Council of Governments. –**

No Report

**NAMWUA - A report regarding the Northern Arizona Municipal Water Users Association.**

Retreat in Payson – Rewrite of the groups bylaws.

**PFSG – A report regarding the Prescott Forest Stewardship Group. –**

No Report

**VRBP – A report regarding the Verde River Basin Partnership. –**

Reviewing and working on the population and water usage 2050 projections.

**VVREO – A report regarding the Verde Valley Regional Economic Organization. –**

Meeting at Yavapai –Apache Nation in Camp Verde, still organizing executive committee. Agreed to support the Verde wine consortium.

**VVLPI – A report regarding the Verde Valley Land Preservation Institute. –**

No Report

**VVTPO – Report regarding the Verde Valley Transportation Planning Organization. –**  
9/24/08 written report.

Councilmember Bohall gave short recap of transportation meetings he had attended in the past month.

**WAC - A report regarding the Yavapai County Water Advisory Committee. –**

Mayor Von Gausig - WAC is reviewing the USGS flow model.

**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.

- A) Approval of Minutes of the Common Council - Approval of the minutes of the**  
Regular Meeting held 10/14/08 and the Special Meetings held 10/23/08, 10/28/08.
- B) Claims - List of specific expenditures made by the Town during the previous month.**  
PPE101008, PPE102408, October Check Log & October Credit Card List
- C) Board and Commission Minutes – Acknowledgement of receipt of minutes and draft minutes of the previous month’s Board and Commission Meetings.**  
Board of Adjustments minutes of the meeting held 10/22/08

Design Review Board minutes of the meeting held 10/8/08  
Library Advisory Board minutes of the meeting held 10/2/08  
Planning Commission minutes of the meeting held 10/2/08, 10/23/08  
Parks and Recreation Board minutes of the meeting held 10/8/08  
Heritage Conservancy Board minutes of the meeting 10/15/08

**D) Reports - Approval of written Reports from Town Departments and Other Agencies**

Building Permit Report – October 2008  
Capital Improvements Report – October 2008  
Magistrate Court Report – September 2008, October 2008  
Police Department Report – October 2008  
Water and Wastewater Report – October 2008  
Clarkdale Fire District Report and Mutual Aid Responses Report – October 2008  
Cottonwood Area Transit (CAT) Operations Report – September 2008  
Verde Valley Humane Society –September 2008

**E) Resolution – Approval of Resolution # \_\_\_\_\_ canvassing the results of the November 4, 2008 APS Franchise Agreement election.**

Mayor Von Gausig pulled Item E from Consent Agenda – Council tabled item because the County does not have 100% vote tabulation.

**F) Proclamation to Designate November 18, 2008 as “Yavapai College Day” in Clarkdale – Approval of a proclamation designating November 18, 2008 as “Yavapai College Day” in the Town of Clarkdale for the forty years of educational and cultural contributions to Clarkdale, Verde Valley and Yavapai County.**

Councilmember Dehnert moved to accept Consent Items A, B, C, D, & F. Seconded by Vice Mayor Wiley. Motion approved unanimously.

**NEW BUSINESS**

**FY 2008-09 BUDGET ADJUSTMENTS – Discussion and consideration of authorizing the Town Manager to utilize work week and/or salary reductions, and adjustments to the hours of operation for municipal offices to address budget shortfalls.**

Town Manager Mabery presented the compiled results of the 70 to 80 Customer Surveys returned with the Council. Discussion was held on the hours of operation and what possibilities might be implemented. Mayor Von Gausig opened the meeting to Public Comment.

Officer Nicole Florisi informed Council that both long term disability and retirement benefits could be affected by a change in work hours. Town Manager Mabery said that the Town is reviewing and researching this item.

Resident Bill Sakelarios cautioned the Council that during tough times there usually is an increased need for Police. He would like to see the public safety of Clarkdale preserved.

Dawn Norman, resident and Town staff, appreciated the manner that the Council, Town Manager, and department heads have kept the staff informed on the budget and possible hour of operation reduction. No one is happy about the possible changes but it is easier to plan for when we have the facts

Councilmember Williams thanked the Verde Independent for their articles and editorials keeping the residents informed.

Councilmember Dehnert mentioned that he had attended a Human Services Provider meeting and that Arizona State Treasure Dean Martin had addressed the group stating they believe that this downturn will continue through 2010 then stagnate for two years before the economy begins to improve. More cuts are coming.

Vice Mayor Wiley stated that now the name of the game is management because there is no money to be found.

Councilmember Williams asked if the consensus was to close the Town offices on Friday, how the staff would work 36 hours. Town Manager Mabery replied that the Town could change hours and work four days nine hour a day, but no decisions have been made.

Councilmember Bohall moved to authorize the Town Manager to utilize work week and/or salary reductions, and adjustment of the hours of operation for municipal offices to address budget shortfalls. Seconded by Councilmember Williams. Motion passed unanimously.

**PRESENTATION BY NORTHERN ARIZONA INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY (NAIPTA) – Presentation from Jeff Meilbeck about the NAIPTA regional organization formed to coordinate the planning of public transportation services of the region's growing population.**

Jeff Meilbeck gave an overview of the Northern Arizona Intergovernmental Public Transportation Authority and their relationship to Cottonwood Area Transit (CAT). For NAIPTA and CAT to be successful they need to find ways to get riders where they want to be when they want to be there and back. CAT cost per rider is \$17.00 and the current charge for demand (curb to curb) is \$1.50. The current grants received are combined with funds from City of Cottonwood and also from money from Clarkdale and Yavapai County.

Some of the items being proposed for CAT are restrictions on who can utilize the curb to curb service, and limiting it to customers in need of that service because they cannot walk the ¼ mile to a stop. Suggestions are also being made for changing the routes to two feeder routes and one central route.

They do project the grant money to continue as it is federal pass through money. Grants make up about 68% of the CAT budget. The need is to increase ridership which will then decrease trip cost. To increase ridership the system needs to become more dependable and on time. This can be accomplished with the new proposed routes.

Councilmember Dehnert asked if the rebranding to CAT had increased ridership. Mr. Meilbeck being from NAIPTA not CAT does not have those numbers.

This item did not require action from Town Council

**LIQUOR LICENSE FOR LAS PALAPAS BAR & GRILL – Discussion and consideration of a recommendation to the Arizona Department of Liquor License and Control for approval of a new liquor license application from Las Palapas Bar & Grill, 1481 Paloma Way, Clarkdale, Arizona.**

Council spoke with the applicant and wished them well on their endeavor. Applicant expects the facility to open sometime between December 21 and January 16. They expect seating for 100.

Vice Mayor Wiley moved to approve the recommendation of Las Palayas Bar & Grill Title 12 Liquor License Application. Motion seconded by Councilmember Dehnert. Motion approved unanimously.

**WORKSESSION ON THE PUBLIC SERVICE HANDBOOK FOR THE TOWN OF CLARKDALE – Discussion and direction regarding revisions to the Public Service Handbook for the Town of Clarkdale.**

Town Clerk Kathy Bainbridge presented the revised draft of the Public Service Handbook. The council commended her on the revisions and offered some changes.

Councilmember Bohall pointed out several small verbiage changes for review and possible revision.

Mayor Von Gausig asked if the insurance liability was adequate and protected the Town.

Town Clerk Bainbridge will make the changes and return the document to council for acceptance.

This was a worksession no action is required.

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

No future items.

**ADJOURNMENT at 5:04 PM**

APPROVED:

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Doug Von Gausig, Mayor

ATTESTED:

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Kathy Bainbridge, Town Clerk

SUBMITTED:

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Walt Good, Deputy Town Clerk