



**NOTICE OF A SPECIAL MEETING OF THE COMMON COUNCIL
OF THE TOWN OF CLARKDALE**

**Tuesday, April 28, 2009 at 3:00 P.M.
Clark Memorial Clubhouse**

NOTICE – This is provided for public information only. This document is not an approved set of minutes, only a staff summary of actions taken. The approved minutes will contain the official action taken.

PURSUANT TO A.R.S. §38-431.02, NOTICE IS HEREBY GIVEN to the members of the Common Council of the Town of Clarkdale and to the general public that the Town of Clarkdale Common Council will hold a Special Meeting open to the public on Tuesday, **April 28, 2009, at 3:00 p.m.** in the **Clark Memorial Clubhouse, Men's Lounge, 19 N. Ninth Street**, Clarkdale, Arizona. Pursuant to A.R.S. §38-431.03, the Council may vote to recess the meeting and move into Executive Session on any item, which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda.

Dated this 23rd day of April, 2009
BY

WALT GOOD
DEPUTY CLERK

As a reminder, if you are carrying a cell phone, electronic pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time to minimize disruption to this meeting.

ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR DISCUSSION AND POSSIBLE ACTION, UNLESS OTHERWISE NOTED.

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
Chief Pat Haynie
Deputy Town Clerk Walt Good

Town Clerk/Finance Director Kathy Bainbridge
Community Development Director Sherry Bailey
Police Utility Director Wayne Debrosky
Assistant Town Manager Janet Perry

1. CALL TO ORDER 3:00 PM

2. 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.

3. **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) **Reports** - Approval of written Reports from Town Departments and Other Agencies
Building Permit Report – March 2009
Capital Improvements Report - March 2009
Magistrate Court Report – March 2009
Police Department Report – March 2009
Water and Wastewater Report – March 2009
Clarkdale Fire District Report and Mutual Aid Responses Report – March 2009
Cottonwood Area Transit (CAT) Operations Report – February 2009, March 2009
Verde Valley Humane Society – March 2009

B) **Proclaiming May 2009 as Motorcycle Safety and Awareness Month** – approval of a proclamation declaring the month of May as Motorcycle Safety and Awareness Month.

C) **Resolution Adopting Salary Range Placement Table** – Approval of a resolution adopting a change to the Salary Range Placement Table for the Town of Clarkdale.
[Resolution #1296](#)

D) **Ballot Drop Box Services Agreement with the Yavapai County Recorder/Voter Registration Department** – Approval of an Agreement with the Yavapai County Recorder/Voter Registration Department for an outside “Ballot Drop Box” for collection of election ballots.

E) **Equipment Lease Agreement** – Approval of entering into an intergovernmental agreement with Clarkdale Fire District for the leasing of a water tender (truck).

Councilmember Williams asked item D be removed for discussion.

Vice Mayor Wiley moved to accept consent agenda items A, B, C, and E as prepared by staff. Motion seconded by Councilmember Bohall. Motion approved unanimously.

Councilmember Williams asked why this box was needed as we have always had a box in the Clerk’s office during elections. Town Clerk/Finance Director Bainbridge replied that this was just another consideration for voters. Town Manager Mabery said that this would allow voters to drop off ballots anytime of day any day of the week from the convenience of their vehicle.

Councilmember Dehnert asked if this could be used for all elections. Town Clerk/Finance Director Bainbridge replied that it was for all county elections.

Councilmember Dehnert moved to approve consent agenda item D. Seconded by Vice Mayor Wiley. Motion approved unanimously.

NEW BUSINESS

4. **CONDITIONAL USE PERMIT - CUP 090101** – Discussion and consideration for approval of a request for a Conditional Use Permit to allow for an outdoor swap meet and farmers market within the currently zoned Central Business District (CB) at the northeast corner of Main Street and Eleventh Street, the property is otherwise identified as Yavapai County Assessor's Parcel # 400-03-190.

Councilmember Williams moved to approve the CUP to allow for an outdoor swap meet and farmers market within the currently zoned Central Business District (CB) at the northeast corner of Main Street and Eleventh Street with the following stipulations.

1. Hours of operation shall be:
Swapmeet/Flea Market: Saturday or Sunday (day to be determined by applicant and stay with that chosen day), 6:30 a.m. set up to 4:00 p.m. with clean up to follow.
Farmers Market: shall be one evening per week, Tuesday or Wednesday (day to be determined by applicant and stay with that chosen day), 3:30 p.m. set up with a closing time to be determined-30 minutes prior to sunset as defined by National Oceanic and Atmospheric Administration.
Art & Book Fair: Once a month, to be determined by the applicant and times to mirror the Farmers Market.
2. The applicant shall address the dirt area around the south and west sides of the parcel that will be used for vendors so that dust control will be observed. Placement of landscape rock is required.
3. The applicant will be responsible for identifying on-site parking areas for vendors and customers. It will be the responsibility of the on-site manager of the event to patrol all parking areas within their properties.
4. The applicant will comply with the request by the Clarkdale Fire District:
 - Access to the fire hydrant to remain clear at all times.
 - Alleyway to remain unblocked at all times.
 - Parking areas must allow room for fire apparatus to safely enter and exit at all times.
5. All areas must be completely cleaned after each event, no items to remain on site after any event including signs.
6. The applicant shall provide trash receptacles on their site for each event, collect and dispose of all trash. The use of town trash receptacles on the sidewalk shall not be allowed to dispose of the trash collected during or after any event hosted by the applicant.
7. The applicant shall use temporary signage on premises on days of the events to indicate that restroom facilities are available at the Su Casa restaurant. These signs shall be taken down after each event.

8. The applicant will use temporary sandwich board signs on their property to advertise the events but not in the public right of way. Temporary banners could be used on the property.
9. No P.A. or amplified music shall be permitted during any of the events. No acoustic music permitted before 10:00 AM.

Councilmember Bohall seconded the motion. Motion approved unanimously.

5. **TRIAL BUDGET UPDATE**– An update to the Council regarding the Clarkdale Trial Budget for FY 2009-2010 process.

Discussion on the budget timeline was held. This is an informational update and no action was taken.

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

Transaction Sales Tax for Casual Sales
Fees for Peddlers License
Workshop suggestions

7. **ADJOURNMENT 3:43 PM**

Persons with a disability may request reasonable accommodations by contacting the Town Hall at 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.