

**MINUTES OF A SPECIAL MEETING OF THE GENERAL PLAN UPDATE COMMITTEE OF THE TOWN OF CLARKDALE HELD ON MONDAY, JANUARY 25, 2010, IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.**

A **SPECIAL Meeting** of the General Plan Update Committee of the Town of Clarkdale was held on Monday, January 25, 2010 at 4:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

**Planning Commission:**

Chairperson	Janet Regner	Present
Vice Chairperson	Lew Dodendorf	Present
Committee Members	David Gordon	Absent
	Ida deBlanc	Present
	Jack VanWye	Present
	Karen Daniels	Present
	Lisa O'Neill	Present
	Ruth Wicks	Present

**Staff:**

Community Development Director	Sherry Bailey
Administrative Assistant	Vicki McReynolds

**Others In Attendance:** None.

**AGENDA ITEM: CALL TO ORDER:** The Chairperson called the meeting to order at 4:00 p.m.

**AGENDA ITEM: ROLL CALL:** The Administrative Assistant called roll.

**AGENDA ITEM: MINUTES:** Consideration of the **Regular Meeting Minutes of December 21, 2009**. Committee Member Van Wye pointed out some grammatical changes and misspellings for the Administrative Assistant to correct. Committee Member Wicks motioned to approve the Regular Meeting Minutes of December 21, 2009. Vice Chairperson Dodendorf seconded the motion. The motion passed unanimously.

**AGENDA ITEM: REPORTS:**

**Chairperson's Report:** None.

**Staff Report:** The Community Development Director gave the Committee Members an update regarding the storm on Thursday, January 21, 2010. Clarkdale residents along Rincon Drive, Rio Lane, Vista Lane, River Drive and portions of the southern end of Fiesta Street were warned in advance of the flood potential and recommendation to evacuate. The Town of Clarkdale and Clarkdale Fire District activated a Unified Command Structure with an Emergency Operations Center (EOC) at the Clarkdale Town Hall and Incident Command Post (IC) at the Clarkdale Wastewater Treatment Plant's Fisher House. The storm that was predicted Thursday night shifted significantly to the south,

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away from the Verde Valley, resulting in reduced flood potential in Clarkdale. The EOC and IC were deactivated at 9:00 am on Friday, January 22, 2010.

The Community Development Director stated there needs to be included in the General Plan an “Emergency Plan” in the Circulation and Transportation Chapter regarding a water drainage event. Public Works would be involved in this process. This will come towards the end of the General Plan.

The Community Development Director stated she is waiting for more information regarding the Water Chapter. The Economic Development Chapter is near completion, but the Focus Group will need to see it first. The Community Development Director proposed to the Chairperson to take a break from meeting in February to allow more time to catch up. October / November are the projected completion months for the Committee Members regarding the General Plan.

**AGENDA ITEM: PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing staff to study the matter, or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit his or her comments to **FIVE minutes**.

**There was no public comment.**

**NEW BUSINESS**

**AGENDA ITEM: RECAP: Open Meeting Law and Records Training held on January 6, 2010, by Elizabeth Hill, State of Arizona Assistant Ombudsman. (Committee Members Ruth Wicks, Ida deBlanc and David Gordon).**

Committee Members who attended the training session stated Liz Hill did a great job and the information presented was informative. Committee Members are reminded that “perception” is very important and the rules and regulations that all Boards, Commissions and Committee Members must follow are quite strict.

**This being a recap only, there were no actions taken.**

**AGENDA ITEM: REVIEW & DISCUSSION: COMMUNITY PLANNING: Cost of Development.**

The Community Development Director provided a handout covering Community Planning: Cost of Development for the Committee Members. The following will highlight the discussion:

-The Town of Clarkdale has long held the philosophy that new development should “pay for itself” and not burden existing residents and property owners with the cost of infrastructure, public services and facilities needed by that new development. The purpose of the Cost of Development element is to identify the fiscal impacts created by new development and determine how costs will be equitably distributed.

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-A number of options are available to the town to extend needed infrastructure into an un-served or underserved area. They include: Improvement Districts, Community Facilities Districts, Impact Fees. The “Goal” is to equitably assess and manage the fiscal and capital impacts resulting from new development.

-The philosophy of the town has changed since 2002.

-The Impact Fees started in 2007.

-The Community Development Director explained the impact of water run-off, drainage issues, developer’s responsibilities and when it becomes the responsibility of the town.

-It was further explained how Impact Fees can be utilized for building, (but not for maintaining or staffing).

-The Committee Members brought up the responsibilities of the town regarding cost of development and what lessons have been learned to reflect accountability. The Members felt the Impact Fees used for capital improvement is not explained enough in this present handout. The cost of development has a huge impact on the town and the words used in this chapter must be carefully thought out. Action items will be set up in this Chapter with better definitions.

-It was suggested by the Members to examine total build out, do an Impact Fee study and possibly increase the cost of a Business and Home Occupation license.

-The Committee Members want to see a revised version of this chapter. Staff will send it out electronically for their comments.

**This being for discussion only, there were no actions taken.**

**AGENDA ITEM: RECAP: Meeting Accomplishments.**

-The Boards and Commission’s Training Session was discussed.

-The Community Development Director will send a revised version of the Community Planning: Cost of Development Chapter electronically to the Committee Members for their comments.

-The February regular scheduled meeting will be cancelled. The **next meeting will be March 15, 2010.**

**AGENDA ITEM: FUTURE AGENDA ITEMS:**

-Community Planning: Cost of Development Chapter.

-The Community Development Director will bring another chapter to the Committee Member’s meeting in March.

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**AGENDA ITEM: ADJOURNMENT: Committee Member Van Wye motioned to adjourn the meeting. Committee Daniels seconded the motion. The motion passed unanimously. The meeting adjourned at 5:20 p.m.**

**APPROVED BY:**

  
**Janet Regner**  
Chairperson

**SUBMITTED BY:**

  
**Vicki McReynolds**  
Administrative Assistant