

**Minutes of a Regular Session of the Common Council of the Town of Clarkdale
Held on Tuesday, May 10, 2022, at 6 p.m.**

A Regular Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, May 10, 2022, at 6 p.m. at the Clubhouse at 19 N. Ninth St., in person and via Zoom Video Conference.

CALL TO ORDER –Mayor Prud’homme-Bauer called the meeting to order at 6 p.m.

Town Council:

Mayor	Robyn Prud’homme-Bauer
Vice Mayor	Debbie Hunseder
Councilmember	Bill Regner
Councilmember	Marney Babbitt-Pierce
Councilmember	Lisa O’Neill

Town Staff:

Town Manager	Susan Guthrie
Police Chief	Randy Taylor
Town Clerk	Charity Brooks
Human Resources Manager	Randi Stephens
Community Development Director	Ruth Mayday
Public Works Director	Cory Franek
Public Works Admin. Supervisor	Virginia Smith
Parks and Recreation Manager	Joni Westcott
Parks and Recreation Coordinator	Chell Smart

Approximately five members of the public were present.

PUBLIC COMMENT – *No public comment received.*

3. REPORTS

A. Current Events – (*submitted electronically*)

A brief summary of current events. The Council will not propose, discuss, deliberate, or take legal action on any matter in the summary. Reports submitted electronically:

- Mayor’s Report
- Vice-Mayor’s Report
- Councilmembers’ Report

B. Organizational Reports – (*submitted electronically*)

Reports regarding regional organizations submitted electronically

- CAT – Cottonwood Area Transit – *no report*
- VVTPO – Verde Valley Transportation Planning Organization - *no report*
- NACOG - Northern Arizona Council of Governments – *Council Member O’Neill attended on behalf of Vice Mayor Hunseder and provided highlights from the meeting*
- NAMWUA - Northern Arizona Municipal Water Users Association – *Council Member O’Neill has been named Vice Chair and provided highlights from the meeting*

- VVREO – LRSPC - Verde Valley Regional Economic Organization's Long Range Strategic Plan – *no report*
- TPAC – Transportation Policy Advisory Council – *report submitted electronically*
- VFLC – Verde Front Leadership Council – *report submitted electronically*
- Greater AZ Mayor's Organizational Report – *no report*

C. Board and Commission Minutes

Mayor Prud'homme-Bauer acknowledged receipt of minutes and draft minutes of the previous month's Board and Commission Meetings.

- Historic Preservation Commission - April 5, 2022

D. Claims (*submitted with Council packet*)

List of specific expenditures made by the Town during the previous month.

- April 2022 check log and pay period reports

4. CONSENT AGENDA

Items on the consent agenda are of a routine nature or have been previously studied by the Town Council at a work session or during New Business discussion. They are intended to be acted upon in one motion. Council members may pull items from consent if they would like them considered separately.

Mayor Prud'homme-Bauer asked if any Council Member wished to have an item pulled from the Consent Agenda. No items were pulled.

A. Approval of Minutes of the Common Council

Considered and *approved* the minutes of the Common Council for the meeting held on April 26, 2022.

B. First Addendum to Patriot Disposal Agreement.

Considered and *approved* a first addendum to the Patriot Disposal residential trash service agreement.

Action: Accept Consent Agenda Item A and B as written:

Motion: Vice Mayor Hunseder

Second: Council Member Regner

Vote:

Voting Member	Aye/Nay
Council Member Marney Babbitt-Pierce	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Aye

5. NEW BUSINESS

A. DESIGN REVIEW BOARD UPDATE

Community Development Director, Ruth Mayday, provided a detailed presentation, discussing the history and the roles and responsibilities of the Design Review Board to include: "review exterior design of proposed new buildings, proposed alterations to buildings and major development or redevelopment projects which do not include new buildings within the Town of Clarkdale, in order to insure that new development or redevelopment is compatible with the surrounding environment, and to preserve and protect the integrity and character of the Town of Clarkdale." Ms. Mayday also provided an explanation of what the Design Review Board does not do and what does not fall within the scope of the Board's roles to include "an opportunity for board members or the public to redesign projects" and "a chance to impose personal preference over adopted design review standards."

Following the presentation, questions were asked by Mayor and Council to clarify the guidelines and determine if those guidelines help or hinder the decision-making process. Ms. Mayday answered all questions and clarified that the Design Review Board plays an important role and helps the decision-making process if there are clear guidelines in place.

Town Attorney, Stephen Polk, asked if the Town would like future projects to go to both the Design Review Board and the Historic Preservation Commission or if the responsibilities would shift to one board. Mayor and Council stated it is undetermined at this time and they would have to see the ordinance for Historic Preservation before making a decision.

Ms. Mayday stated it would be in the best interest of the Town to hire an outside consultant that specializes in Historic District overlays to provide the ordinance. Ms. Mayday stated that a Request for Quote (RFQ) is being drafted to hire a consultant to draft the Historic Preservation Ordinance and is expected to be published on July 1st. Upon receipt of the drafted ordinance from the Consultant, it will be brought before Council, during a public hearing for final approval.

This item was for discussion only.

B. REVISIONS TO THE TOWN OF CLARKDALE FINANCIAL OPERATIONS GUIDE (FOG)

Town Council discussed, considered and approved the revisions to the Town of Clarkdale Financial Operations Guide (FOG) as presented by Town Manager, Susan Guthrie.

Action: **Approve the revisions to the Financial Operations Guide (FOG) as presented:**

Motion: Council Member Regner

Second: Vice Mayor Hunseder

Vote:

Voting Member	Aye/Nay
Council Member Marney Babbitt-Pierce	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Aye

C. VERDE SOL AIR PROPOSAL

Town Council discussed, considered and approved a revised proposal from Verde Sol Air to install a new heating and air conditioning system in the Clark Memorial Building auditorium to include the mounting of the ducts above the ceiling panels.

Action: Approve the revised proposal from Verde Sol Air to install a new heating and air conditioning system in the Clark Memorial Building auditorium:

Motion: Council Member Babbitt-Pierce

Second: Council Member Regner

Vote:

Voting Member	Aye/Nay
Council Member Marney Babbitt-Pierce	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Aye

7. FUTURE AGENDA ITEMS – *No future agenda items proposed.*

8. ADJOURNMENT: *Without objection Mayor Prud'homme-Bauer adjourned the meeting at 7:21 p.m.*

APPROVED:

DocuSigned by:

 8929FEE8DC34438...
 Robyn Prud'homme-Bauer, Mayor

ATTESTED/SUBMITTED:

DocuSigned by:

 DB39AF58C12F414...
 Charity Brooks, Town Clerk

CERTIFICATION AND ATTESTATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 10th day of May 2022. I further certify that meeting was duly called and held and that a quorum was present.

Date approved by City Council: May 24, 2022

DocuSigned by:

 DB39AF58C12F414...
 Charity Brooks, Town Clerk