



**NOTICE OF A REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE
TUESDAY, MARCH 10, 2026 AT 6:00 PM**

In Person: Clark Memorial Clubhouse, 19 N. Ninth St., Clarkdale AZ

OR

Join Zoom Meeting

<https://us02web.zoom.us/j/88268309680>

Meeting ID: 882 6830 9680

Unless otherwise stated, the public will have physical access to the meeting place 15 minutes prior to the meeting start time.

Town of Clarkdale Vision

The Town of Clarkdale capitalizes on our unique history, proximity to the Verde River, and small-town charm. We cultivate an environment where residents and businesses can thrive.

We sustainably enhance our infrastructure, support the arts and education, and develop recreational opportunities to create a bright future for our entire community.

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 Town Council will hold a Regular Meeting open to the public on Tuesday, March 10, 2026, at 6:00 PM in a hybrid meeting via Zoom Video Conference or in person at 19 N. Ninth Street, Clarkdale, Arizona, Clark Memorial Clubhouse, Men's Lounge. Members of the Clarkdale Common Council will attend either in person or by telephone, video or internet conferencing. 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.

Supporting documentation and staff reports furnished to the Council with this agenda are available for review on the Town website at www.clarkdale.az.gov and the Town Clerk's Office.

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

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

The Town Council invites the public to provide comments at this time. Members of the Town Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01, 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 comments on a specific agenda item are asked to complete a brief form and submit it to the Clerk or liaison during the meeting. Each speaker is asked to limit their comments to three minutes unless a different amount of time is noted on the agenda or is determined by the Presiding Officer or by a majority vote of the Council, Commission or Committee.

4. 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' Reports

B. Organizational Reports – (submitted electronically)

Reports regarding regional organizations submitted electronically:

- VVTPO – Verde Valley Transportation Planning Organization
- NACOG - Northern Arizona Council of Governments
- NAMWUA - Northern Arizona Municipal Water Users Association
- TPAC – Transportation Policy Advisory Council
- VFLC – Verde Front Leadership Council
- Sustaining Flows Committee
- Yavapai Communities for Young Children
- Vulnerable Road Users SHSP Emphasis Area Team
- NACOG Community Action Board (CAB)
- Yavapai County Water Resource/Open Space Committee

5. 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 a 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.

A. Approval of Minutes

Consider and act upon the draft minutes from the special meeting held on Feb. 19, 2026, and the regular meeting held on Feb. 24, 2026.

B. Resolution # 1754 - Ratification of Ministerial Correction on Resolution #1751 - Fee Schedule

Consider and act upon Resolution #1754, ratifying ministerial corrections to Resolution #1751 - Fee Changes, that occurred during a reformatting and transfer of data process and declaring an effective date.

6. NEW BUSINESS

A. Resolution #1755 - Approving the Sale of Real Estate Property

Discuss, consider and act upon Resolution #1755, regarding the sale of certain real

property, APN 400-06-027B.

B. Resolution #1756 - Adopting a Fair Housing Policy

Discuss, consider and act upon Resolution #1756, adopting a Fair Housing Policy, making known our commitment to the principle of Fair Housing and describing actions we shall undertake to affirmatively further Fair Housing, amending the previous Fair Housing Resolution #1734.

C. Legislative Update

The Mayor and Town Manager will provide updates regarding the current legislative session.

- 7. POSSIBLE VOTE TO ENTER EXECUTIVE SESSION - The Council may vote to discuss the following matters in executive session pursuant to A.R.S. § 38-431.03 (A)(3) discussion or consultation for legal advice with the attorney or attorneys of the public body and/or A.R.S. § 38-431.03 (A)(7) discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property.**

A. Bitter Creek Bridge Right-of-Way

- 8. RESUMPTION OF REGULAR MEETING - Immediately following the executive session, the Council will resume public session.**

A. Resolution #1753 - Bitter Creek Bridge Right-of-Way

Discuss, consider and act upon Resolution #1753 regarding Bitter Creek Bridge right-of-way.

9. FUTURE AGENDA ITEMS

Town Council may propose items to be placed on a future agenda. This item is for discussion only.

10. ADJOURNMENT

Values

Values are the guiding principles that provide an organization with purpose and direction. The Town of Clarkdale's organizational values are:

COPPER

Customer focused

Open, transparent and equitable

Preserving our history, charm, and environment

Planning for a sustainable future

Economic and social resiliency

Resourceful and innovative

Mission

The Town of Clarkdale serves the community by providing amenities, infrastructure, services, and public safety to enhance quality of life. We are stewards of our history while we sustainably and resiliently plan for the future with an emphasis on community engagement and transparency.

Persons with a disability may request reasonable accommodations by contacting the Town Hall at (928) 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.



From the office of Mayor Prud'homme-Bauer

February 2026 Report

Regularly Held Monthly Meetings:

- Regular weekly one-on-one meetings with the Town Manager on Wednesdays.
- Agenda review meetings on Monday afternoon before the Town Council meeting.
- Host twice monthly Verde Valley Mayors/Managers Zoom meetings.
- Monday morning LACT legislative call.

Other Meetings, Events, Emails and Phone Calls:

- Breakfast with Larry Kushner, NAH Foundation.
- Attended Yavapai College Workforce Initiative meeting.
- Virtual call with APS CEO Ted Geisler regarding data centers.
- Town Council Strategic Planning Retreat.
- Participated in Zoning Committee Update meetings.
- Met with Town Manager and the Yavapai-Apache Nation Tribal Chairman Buddy Rocha and Vice-Chair Charles Baca.
- Virtual Meeting of the LACT Executive Committee.
- Attending the July 4 Working Group meetings.
- Attended the VVTPO meeting – ADOT Listening Tour.
- Attended Verde Front Partnership Meeting and Leadership Council Meeting.
- Meeting with DK Green and Judy Sulltrop, Sen. Kelly's office.
- Work Session with Retail Strategies Group.
- Meeting with Chancellor Witcher, Supervisor Check, Cottonwood Mayor Shaw, and Airport Manager Propst.
- Attended the Annual Police Department's Awards Dinner – wonderful event!
- Attend Yavapai-Apache Nation's Exodus Day event.
- Met with Chief of Staff, Phoenix Councilmember Ann O'Brien – visiting Clarkdale.
- Attended the Sci-Tech Festival at the STEAM Park.
- Met with Clarkdale resident regarding a well being drilled at Yavapai College, Verde Campus.



From the office of Vice Mayor Hunseder

February 2026 Report

02/03/26 – Attended CDBA Meeting – Clarkdale Car Show set for 3/14/26.
02/04/26 – Attended Strategic Planning Session.
02/09/26 – Meeting one-on-one with Town Manager Guthrie.
02/10/26 – Attended NACOG EC Strategic Work Session – Flagstaff.
02/10/26 – Town of Clarkdale Board of Adjustments meeting.
02/10/26 – Town of Clarkdale Council meeting/e-session.
02/13/26 – VV Senior Association Board meeting.
02/18/26 – Attended VVHS Bark/Brew event.
02/19/26 – Met with three Clarkdale Constituents about downtown outlook.
02/21/26 – Attended VVFD Station 31 Breakfast and Tour Event.
02/21/26 – Attended Clarkdale S.T.E.A.M. It Up in Clarkdale - Wonderful Community Event!!!
02/23/26 – Meeting one-on-one with Town Manager Guthrie.
02/24/26 – Town of Clarkdale Council meeting.
02/24/26 – Town of Clarkdale Joint Planning Session with Council/P&Z.
02/25/26 – Attended 2026 Retail Strategy Annual In-Market meeting.
02/26/26 – NACOG EC/RC meetings via Zoom.
02/28/26 – Attended 12th Annual Police Awards Banquet.



From the office of Council Member O'Neill

February Report

- 2-4 Participated in Strategic Plan update.
- 2-10 One-on-one with Town Manager Guthrie, Board of Adjustments and Council meeting.
- 2-11 Participated in ADOT listening tour.
- 2-19 Special Council meeting to discuss CDBG Grant.
- 2-20 Attended NAMWUA Tech meeting.
- 2-21 Assisted at STEAM Park event.
- 2-24 One-on-one with Town Manager Guthrie, Council meeting, Housing meeting with the Planning Commission.
- 2-25 Meeting with Retail Strategies.
- 2-26 Meeting to prepare for the car show.
- 2-27 Attended the Police Awards Banquet.



From the office of Council Member Babbitt-Pierce

February Report

February 4 - Strategic Planning Session.

February 9 – One-on-one with Town Manager Guthrie.

February 10 - Town Council Meeting.

February 11 – VVTPO.

February 12 – TPAC.

February 19 - CBDG hearing.

February 24 – One-on-one with Town Manager Guthrie, Town Council Meeting, Joint Meeting with the Planning Commission.

February 28 - Clarkdale Police Awards Ceremony.



From the office of Council Member Jones

February 2026
Council Member Report

- 2/04 Attended Council Strategic Planning Work Session.
- 2/05 Attended Citizen Advisory Committee Code Update Meeting.
- 2/09 Met with Susan Guthrie, Town Manager.
- 2/10 Attended Board of Adjustment Meeting.
Attended Town Council Meeting.
- 2/11 Toured Yavapai County Elections Operations.
- 2/12 Attended NACOG CAB Meeting.
- 2/16 Assisted with flags for Presidents Day.
- 2/18 Attended Citizen Advisory Committee Code Update Meeting.
- 2/19 Special Council Meeting for CBDG Funding selection.
- 2/23 Met with Susan Guthrie, Town Manager.
- 2/24 Attended Town Council Meeting.
Joint Work Session Town Council and Planning Commission re: Housing Plan.
- 2/25 Work Session with Town Council and Retail Strategies.
- 2/28 Attended Annual Police Department Awards Dinner.



Staff Report

Item Number: 5.A.

<u>Agenda Item:</u>	Approval of Minutes Consider and act upon the draft minutes from the special meeting held on Feb. 19, 2026, and the regular meeting held on Feb. 24, 2026.
<u>Staff Contact:</u>	Charity Brooks, Town Clerk
<u>Meeting Date:</u>	March 10, 2026
<u>Strategic Goal:</u>	Not applicable.
<u>Background:</u>	Review of the draft minutes from the special meeting held on Feb. 19, 2026, and the regular meeting held on Feb. 24, 2026.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	Staff recommends that the Council approve the draft minutes from the special meeting held on Feb. 19, 2026, and the regular meeting held on Feb. 24, 2026, and authorize the Mayor and Town Clerk to execute all documents.



**SUMMARIZED MINUTES OF A SPECIAL MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE
THURSDAY, FEBRUARY 19, 2026 AT 5:00 PM**

(To listen to the full audio of the meeting, please visit www.clarkdale.az.gov – agendas & minutes)

Members Present: Mayor Prud'homme-Bauer, Vice Mayor Debbie Hunseder, and Council Members, Lisa O'Neill, Marney Babbitt-Pierce and Laura Jones

Other Municipal Officials Present: Susan Guthrie, Town Manager; Charity Brooks, Town Clerk; Scott Ellis, Community Development Director; Clover Pinion, Senior Planner; D.K. Green, Assistant to the Town Manager; Chell Smart, Parks and Communications Manager; Lou Andersen; Public Works Director and Randy Taylor, Police Chief

Zoom: One member of the public was present.

Audience: Approximately 15 members of the public were present.

1. CALL TO ORDER - *Mayor Prud'homme-Bauer called the meeting to order at 5 p.m.*

2. ROLL CALL - *All members present.*

3. PUBLIC COMMENT

No public comment.

4. NEW BUSINESS

A. PUBLIC HEARING - 2026 Community Development Block Grant (CDBG) Program

The Council held a public hearing to take public comments regarding the proposed projects for the 2026 Community Development Block Grant (CDBG) program.

Brenda Redel – Clarkdale resident. Proposed that the Town work with Habitat for Humanity with the grant proceeds.

Allen Spence – Clarkdale resident. Provided information regarding a similar program in Kentucky.

Michael McBride – Clarkdale resident. He would like to see a full list of the options. Town Manager Guthrie stated that all items were discussed during the presentation and is included in the Council packet online and will be distributed in the weekly newsletter.

Dana Hurley – Clarkdale resident. Has experience with Habitat for Humanity and leans toward this option.

Kim Hillen – Clarkdale resident. In support of the clean-up of Calle Medina and neighborhood revitalization. Also in support of historic preservation, possibly for the auditorium and historic signage.

5. ADJOURNMENT

Action: Motion to Adjourn:

Motion: Vice Mayor Hunseder

Second: Council Member O'Neill

Vote: Approved 5-0

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

Mayor Prud'homme-Bauer adjourned the special meeting without objection at 5:57 p.m.

APPROVED:

ATTESTED/SUBMITTED:

Robyn Prud'homme-Bauer, Mayor

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 special meeting of the Town Council of the Town of Clarkdale, Arizona held on the 19th day of February 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Date approved by Town Council: March 10, 2026

Charity Brooks, Town Clerk



**SUMMARIZED MINUTES OF A SPECIAL MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE
TUESDAY, FEBRUARY 24, 2026 AT 4:00 PM**

(To listen to the full audio of the meeting, please visit www.clarkdale.az.gov – agendas & minutes)

Members Present: Mayor Prud'homme-Bauer, Vice Mayor Debbie Hunseder, and Council Members, Lisa O'Neill, Marney Babbitt-Pierce, and Laura Jones

Other Municipal Officials Present: Susan Guthrie, Town Manager; Charity Brooks, Town Clerk; Joni Westcott, Parks and Recreation Director; Lou Andersen, Public Works Director; Chell Smart, Parks and Communications Manager; Windy Mickle, Accounting Supervisor; Chief Taylor, Police Chief

Zoom: No members of the public were present.

Audience: Approximately nine members of the public were present.

1. CALL TO ORDER - *Mayor Prud'homme-Bauer called the meeting to order at 4 p.m.*

2. ROLL CALL - *All members present.*

3. PUBLIC COMMENT

Drake Meinke – Clarkdale resident. Provided an update on the remodel of 901 Main Street.

4. REPORTS

Departmental Reports (submitted with Council packet) –

Summary of written reports from Town Departments and other agencies:

- Building Permit Report
- Grants Report
- Human Resources Report
- Magistrate Court Report
- Parks and Recreation Report
- Police Department Report
- Verde Valley Humane Society
- Water and Wastewater Report
- Finance Report

5. STAFF INTRODUCTIONS

A. Swearing-in of Lori Carver as Police Officer

Town Manager Susan Guthrie administered the Oath of Office to Officer Carver.

6. MEMORANDUM TO COUNCIL

A. Special Event Liquor License Recommendation

Information provided by the Clarkdale Police Department regarding the approval of a special event application for a Beer Festival at 921 Main Street on May 16 from 1 to 6 p.m.

7. 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 a 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.

A. Approval of Minutes of the Common Council

Consider and act upon the draft minutes from the regular meeting held on Feb. 10, 2026.

Action: Approve consent agenda item A as presented:

Motion: Council Member Babbitt-Pierce

Second: Vice Mayor Hunseder

Vote: Approved 5-0

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

8. NEW BUSINESS

A. Polco Community Survey

The Council received a presentation regarding the results of the community survey conducted by Polco.

B. Meals on Wheels

The Council received a presentation regarding Meals on Wheels and the Station on 6th in Cottonwood.

9. FUTURE AGENDA ITEMS

Town Council may propose items to be placed on a future agenda. This item is for discussion only.

10. ADJOURNMENT

Action: Motion to Adjourn:

Motion: Council Member Jones

Second: Vice Mayor Hunseder

Vote: Approved 5-0

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

Mayor Prud'homme-Bauer adjourned the meeting without objection at 4:57 p.m.

APPROVED:

ATTESTED/SUBMITTED:

Robyn Prud'homme-Bauer, Mayor

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 24th day of February 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Date approved by Town Council: March 10, 2026

Charity Brooks, Town Clerk



Staff Report

Item Number: 5.B.

<u>Agenda Item:</u>	Resolution # 1754 - Ratification of Ministerial Correction on Resolution #1751 - Fee Schedule Consider and act upon Resolution #1754, ratifying ministerial corrections to Resolution #1751 - Fee Changes, that occurred during a reformatting and transfer of data process and declaring an effective date.
<u>Staff Contact:</u>	Charity Brooks, Town Clerk
<u>Meeting Date:</u>	March 10, 2026
<u>Strategic Goal:</u>	Not applicable.
<u>Background:</u>	Resolution #1714 established the Town's adopted fee schedule and was approved by Council on July 9, 2024. During the most recent fee update for Parks and Recreation and Public Works, staff reformatted and migrated the Fee Schedule into Resolution #1751 to improve consistency and administrative organization. This resolution was subsequently adopted by the Town Council as the Town's current Fee Schedule. After adoption, staff identified a ministerial error that occurred during the reformatting and data transfer process. Specifically, four line items were inadvertently omitted. These were not the changes Council voted on, but were in the base document that was approved in 2024. The error was clerical in nature and did not reflect a change in Council policy direction, intent, or previously approved fee amounts. Staff is requesting formal ratification to ensure the Town's final official fee schedule accurately reflects Council approved amounts and to maintain transparency and administrative clarity. This ratification is intended to clarify and confirm the original action of the Council and shall relate back to and be effective as of Feb. 10, 2026.
<u>Budget Impact:</u>	No budget impact.

Recommendation: Staff recommends that the Council approve Resolution #1754, ratifying the correction of the ministerial formatting and data transfer error in Resolution #1751 and confirming the effective date of Feb. 10, 2026, and authorize the Mayor and Town Clerk to execute all documents.

RESOLUTION # 1754

RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, RATIFYING AND CONFIRMING RESOLUTION #1751 AND THE FEE SCHEDULE ADOPTED THEREUNDER; CORRECTING A MINISTERIAL ERROR THAT OCCURRED DURING THE REFORMATTING AND TRANSFER OF DATA FROM RESOLUTION #1714; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the Town Council adopted Resolution #1714 on July 9, 2024, establishing certain fees and charges; and,

WHEREAS, on Feb. 10, 2026, the Town Council adopted Resolution #1751, which set fees for the Parks and Recreation and the Public Works Departments; and

WHEREAS, Resolution #1751 also reformatted and updated the Town's consolidated fee schedule; and

WHEREAS, during the reformatting and transfer of data from Resolution #1714 to Resolution #1751, a ministerial error occurred resulting in certain fee information being incorrectly transcribed or omitted; and

WHEREAS, the Town Council's original intent was to accurately carry forward the duly adopted fees without substantive change except as expressly approved; and

WHEREAS, the error was clerical in nature and did not reflect a change in policy direction or Council intent.

NOW, THEREFORE, BE IT RESOLVED:

- The Town Council hereby ratifies and confirms Resolution #1751 as originally adopted on Feb. 10, 2026.
- The corrected fee schedule attached hereto as 'Exhibit A' reflects the Council's original intent at the time of adoption.
- This ratification is intended to clarify and confirm the original action of the Council and shall relate back to and be *effective as of Feb. 10, 2026*.
- All other provisions of Resolution #1751 not expressly modified herein remain in full force and effect.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Clarkdale, Arizona, the 10th day of March 2026.

RESOLUTION # 1754

APPROVED:

ATTEST:

Robyn Prud'homme-Bauer, Mayor

Charity Brooks, Town Clerk

RESOLUTION # 1754

EXHIBIT A

GENERAL FEES:

Business License issued annually for the period of July 1 - June 30	\$30.00/Year
Home Occupation License	\$30.00
Peddler and Solicitor License	\$30.00 for six months each person requesting ID card
Town Code Copy	\$25.00
Photocopies (Per Page)	\$0.15
Photocopies of public records for non-commercial use (includes time, personnel and equipment cost, but does NOT include personnel time for searching for documents). This fee will not be charged for copies required to be free by A.R.S. 39-122(A) - those records concerning "a claim for a pension, allotment, allowance, compensation, insurance or other benefits which [are] to be presented to the United States or a bureau or department thereof."	\$0.25
Reproduction of records for Commercial Use, defined by A.R.S. 39-121.03(A)	To be determined according to A.R.S. 39-121.03(D)
Facsimile Long Distance 1-3 pages	\$3.00
4-10 pages	\$8.00
11 and up	\$1.00 per page
Returned Check Fee	\$35.00
Credit Card Surcharges	1.5% Surcharge on Transaction Amount
Liquor License Review - Special Event	\$25.00
Liquor License Review – Special Event – Fair/Festival License	\$15.00
Liquor License Review – Change/Extension	\$50.00
Liquor License Review – New Application/Transfer of Ownership	\$100.00

RESOLUTION # 1754

FACILITY REIMBURSEMENT FEES:

* A resident may NOT book the facilities on behalf of a non-resident as a way of avoiding resident rates.

Park Reimbursements: Booth Permits	
Informational/Educational Booth – No sales or transactions where money changes hands:	\$15.00 / day
Vendor Booth - Intends to sell or transact business where money changes hands: Applicant holds a current Clarkdale Business License Applicant does not hold a current Clarkdale Business License	\$15.00 / day \$20.00 / day
Park Reimbursements – Non-resident of Clarkdale, commercial, other	
Damage/Cleaning Deposit	\$100.00
Reservation of Gazebo/Bandstand	\$200.00
Park Reimbursements – Resident of Clarkdale, private event*	
Damage/Cleaning Deposit	\$100.00
Reservation of Gazebo/Bandstand	\$100.00

VERDE RIVER @ CLARKDALE MEMBERSHIP

Resident	\$40.00/12 months
Non-Resident	\$50.00/12 months

VERDE RIVER @ CLARKDALE OUTFITTER LICENSING FEES

One Time Events – per customer	\$8.00
Annual Deposit Fees:	
(0-99 customer units)	\$60.00
(100-499 customer units)	\$360.00
(500-1,499 customer units)	\$1,200.00

RESOLUTION # 1754

(1500 or more customer units)	\$2,000.00
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FACILITY USE FEES - CLARK MEMORIAL CLUBHOUSE

* A resident may NOT book the facilities on behalf of a non-resident as a way of avoiding non-resident rates.

Rental Deposit	
Event with no alcohol	\$300.00
Event with alcohol	\$800.00
Security - Town Police Officers required with alcohol event – Minimum two Officers, Minimum two hours	See Police Department Fees
Ambassador Hourly Rate	\$18.00 per hour
Cleaning fee	\$250.00
Auditorium, Ladies Lounge, and Kitchen (Thirteen (13) hour minimum)	
Resident	\$75.00/hour
Non-Resident	\$200/hour
Men's Lounge, Ladies Lounge and Kitchen (Five (5) hour minimum)	
Resident	\$135/hour
Non-Resident	\$240/hour
View Deck	\$200 flat fee
Table Rental	\$8.00 per table
Chair Rental	\$1.00 per chair

COURT FEES:

Court Fine Mailings per registered mailing	\$10.00
Dog Impoundment	\$20.00

RESOLUTION # 1754

Dog Housing	\$10.00/day
Default Fee – Per default judgment entered in a civil offense or civil traffic violation case upon failure to appear or failure to pay a civil sanction, unless such default judgment is set aside under Rule 28, Rules of Procedure in Civil Traffic Cases (as amended). May be waived by the Court. Town Code 1-8-8(B)	\$50.00
Warrant Administrative Fee – Charged when a warrant for failure to pay a fine, sanction, restitution, or agency fees, or issues an order to show cause (OSC) to enforce probation or court-ordered counseling or school. Imposed on the person for whom the arrest warrant is issued, or the defendant found in violation at the conclusion or default in an OSC hearing, and it shall be added to the amount set forth in an arrest warrant. May be waived by the Court.	\$100.00
Municipal Court Enhancement Fund Fee – This fee is used to enhance the technological, operational and security capabilities of the court. This fee is applicable to all fines, sanctions, assessments and diversion or probation programs.	\$22.00 – \$24.00
Collection Fee – The defendant shall be liable for all costs of collection, including attorney fees and fees charged by a collection agency engaged by the court.	
Court Appointed Counsel Fee – In addition to court appointed attorney reimbursement costs. May be waived by the Court.	\$25.00
Court Deferral Fee – This fee is used when the Town Prosecutor defers prosecution upon the completion of Deferred Prosecution Agreement or the Deferred Entry of Judgment Agreement for counseling or community service. A one-time discretionary fee as determined by the Town Prosecutor within a range of \$1.00 to \$1,000.00. Deferral fees collected from the defendant will be retained fully by the Town. (Resolution #1537 1/10/17)	Per Town Prosecutor Discretion
Minimum Clerk Fee	Per A.R.S 22-404
Research Fee	Per A.R.S 22-404
Record Duplication	Per A.R.S 22-404
Copies of Documents	Per A.R.S 22-404

RESOLUTION # 1754

ANIMAL FEES: Tags and Licenses (due January 1st.)

Late fee – per permit after January 31 calendar year	\$5.00
Livestock Permits	\$25.00/year/animal
Chickens, Rabbits, etc.	
Up to 15	\$10.00/year
Each Additional 10 Animals over first 15	\$5.00/year/per each additional 10
1st Renewal After Suspension	\$20.00/year
Subsequent Renewals	\$50.00/year
Dog Tags - Male Neutered	\$5.00
Female Spayed	\$5.00
Male/Female Unaltered	\$10.00

COMMUNITY DEVELOPMENT FEES:

Sidewalk Café Permits	\$350.00 DRB plus \$100.00 permit fee
Banner Sign Permit	\$25.00 Per Banner \$150.00 flat fee for a maximum of 10 banners per year
Comprehensive Sign Permit (in conjunction with and in addition to a PAD, Commercial, Industrial, or Residential Project subject to Chapter 11 Design Review and Site Plan Review)	\$500.00
Special Event Permit	\$100.00
Inspection Fee for Projects Without an Active Building Permit	\$150.00 per hour 2 hour minimum
Minor Land Division	\$350.00
Lot Split (2 ½ acres or less into 2 or 3 lots or parcels)	\$100.00

RESOLUTION # 1754

Lot Line Adjustment	\$50.00
Abandonment Request	\$150.00
Subdivision Abandonment or Amend Recorded Plat	\$150.00
Public Right-of-Way Abandonment	\$350.00
Design Review Board Application	\$350.00
Variance Request – Residential	\$500.00
Variance Request – Commercial	\$800.00
Conditional Use Permit Request	\$800.00
Zoning Change	\$1,000.00 plus \$20.00/acre
Appeal of Design Review Decision	\$500.00
Request By Applicant to Table Hearing After Advertisement	\$100.00
Zoning Code	\$50.00
General Plan Amendments - minor	\$2,000.00
General Plan Amendments – major	\$2,500.00
Text Amendment not initiated by Town Council or Planning Commission	\$700.00
Annexation Application Initial Deposit	\$5,000.00
Mapping: Plot of County Parcel map for individual property and approximately 300 foot area around parcel, black and white with no aerial information with or without zoning boundaries and annotation.	
8 ½" x 11"	\$0
11"x17"	\$0
18"x24"	\$40.00 per hour Minimum 1 hour
24"x36"	\$40.00 per hour Minimum 1 hour

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Mapping: Plot of County Parcel map for individual property and approximately 300 foot area around the parcel, color with satellite aerial information and optional zoning district boundaries and annotation.	
8 ½" x 11"	\$0
11"x17"	\$0
18"x24"	\$40.00 per hour Minimum 1 hour
24"x36"	\$40.00 per hour Minimum 1 hour
Mapping: Plot of County Parcel map for individual property and approximately 300 foot area around the parcel, color with satellite aerial information and optional zoning district boundaries and annotation.	
11"x17"	\$0
18"x24"	\$40.00 per hour Minimum 1 hour
24"x36"	\$40.00 per hour Minimum 1 hour
Custom Mapping Work	\$40.00/hour
Site Plan Review Fee	\$300.00 + \$15.00/acre
Blanket Sign Permit (Real Estate)	\$25.00/year or \$3.00/month

SUBDIVISION FILING FEES:

Preliminary Plat	\$1,500.00 + \$25.00/lot
With Zoning Map Change	Preliminary Plat fees + additional \$500.00
With General Plan Amendment (Minor)	Preliminary Plat fees + additional \$500.00

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With General Plan Amendment (Major)	Preliminary Plat fees + additional \$750.00
Final Plat	\$1,000.00 + \$20.00/lot
With Zoning Map Change	Preliminary Plat fees + additional \$500.00
With General Plan Amendment (Minor)	Preliminary Plat fees + additional \$500.00
With General Plan Amendment (Major)	Preliminary Plat fees + additional \$500.00
Minor Subdivision (4-10 lots)	\$500.00 + \$20.00/lot
Major Plat Amendment (affects more than 33% of lots in subdivision)	\$500.00 + \$20.00/lot
Minor Plat Amendment (affects less than 33% of lots in subdivision)	\$250.00 + \$10.00/lot
Reversionary Plat	\$300.00 + \$25.00/lot

PAD/PUD FEES:

Preliminary Development Plan	\$1,700.00 + \$55.00 per acre
With Zoning Map Changes	Preliminary Development fees + additional \$500.00
With General Plan Amendment (minor)	Preliminary Development fees + additional \$500.00
With General Plan Amendment (major)	Preliminary Development fees + additional \$750.00
Revised Preliminary or Final Site Plan Initiated by Applicant	\$250.00 + \$5.00 per acre
Master Plans without Zoning Map Changes	\$500.00 + \$5.00 per acre
Legal, engineering and inspection fees for subdivisions, PAD's and PUD's	Equal to the amount charged to the Town

BUILDING PERMIT FEES:

Fees for newly constructed buildings shall be calculated using the Building Valuation Data Square Foot Construction Costs from the	
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August 2007 issue of The Building Safety Journal, published by International Code Council, and Table 1-A, Building Permit Fees.	
Plan Review Fee	65% Plan Review Fee
Attached garages, basements (finished or unfinished), covered patios, and any other attached areas under roof in new structures shall be calculated using the same rate in the ICC Valuation Data as the parent building.	
Minimum building permit fee for any one- and two-family dwelling	\$600.00
If a consultant is used to perform all or part of a plan review or inspection, the Community Development Department shall have the right to charge the actual cost billed by the consultant in addition to the fees derived from the Building Valuation Data, Square Foot Construction Costs, Table 1-A, and up to a 65% plan review fee, unless otherwise described in a separate agreement.	
If a substantially identical building is built more than one time in the same project, by the same owner, the plan review fee shall be reduced to 20% on all but the first building, providing no new plan review is required.	
Fees for remodeling, additional, and miscellaneous items not specifically mentioned shall be calculated using the actual or estimated cost of the project as certified by the contractor, designer, or owner and applying Table 1-A with a 20% plan review fee.	
Construction Performed Without a Permit	100% of the permit fee or \$500, whichever is greater
Additional Reinspection – Per Inspection	\$78/hr. – 2 hours minimum
Council shall retain the right to reduce to waive any permit fee.	
Existing Structures:	
Electrical Fees:	
New/upgraded service per 100 amps	\$100.00
Wiring revisions and additions to the electrical system	\$50.00
Solar electrical systems	\$125.00
Mechanical Fees:	

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Replacement heating/cooling unit, same size, no duct or fuel change	No Charge
Additional heating/cooling units	\$75.00
Solar heating system	\$75.00
Addition of or replacement of solid fuel burning device such as wood or pellet stove, gas or wood burning fireplace or stove.	\$75.00
Solar heating system	\$75.00
Solar water heater	\$75.00
Repair and /or addition to gas line	\$40.00
Plumbing Fees:	
Repair or extension of water or sewer line	\$50.00
Lawn sprinkler or drip irrigation system	\$25.00
Gray water system	\$35.00
Recirculating pump	No Charge
Repair and /or addition to gas line	\$50.00
Grading Fees:	
Grading permit fees are based on combined total of raw cut/raw fill	
Grading Plan Review:	
50 cubic yards or less	No Charge
51 to 100 cubic yards	\$60.00
101 to 1000 cubic yards	\$115.00
1001 to 10,000 cubic yards	\$230.00
10,001 to 100,000 cubic yards	\$230.00 for first 10,000 cubic yards, plus \$30.00 for each additional 10,000 cubic yards or fraction
100,001 to 200,000 cubic yards	\$350.00 for first 100,000 cubic yards, plus \$25.00 for

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	each additional 10,000 cubic yards or fraction
200,001 cubic yards or more	\$500.00 for first 200,000 cubic yards, plus \$15.00 for each additional 10,000 cubic yards or fraction
Grading Permit:	
50 cubic yards or less	\$26.00
51 to 100 cubic yards	\$41.00
101 to 1000 cubic yards	\$41.00 for first 100 cubic yards, plus \$20.00 for each additional 100 cubic yards or fraction
1001 to 10,000 cubic yards	\$214.00 for first 1000 cubic yards, plus \$16.00 for each additional 1000 cubic yards or fraction
10,001 to 100,000 cubic yards	\$358.00 for first 10,000 cubic yards, plus \$73.00 for each additional 10,000 cubic yards or fraction
100,001 cubic yards or more	\$1,011.00 for first 100,000 cubic yards, plus \$41.00 for each additional 10,000 cubic yards or fraction
Decks:	
Under 16 square feet & less than 30 inches above grade	\$50.00
More than 16 square feet & 30 inches or less above grade	\$75.00
More than 16 square feet & more than 30 inches above grade	\$125.00
Detached Accessory Building:	
Less than 50 square feet, but permission for construction must be granted by Community Development Director (Effective 3-11-14)	\$75.00

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50 – 120 square feet	\$75.00
121 – 768 square feet	\$100.00
Over 768 square feet	Building Valuation Data, Table 1-A and 20% plan review fee
Detached Carports	\$100.00
Elevators and chairlifts	\$100.00
Covered patios and carports added to existing buildings	Calculated using the cost or estimated cost certified by the owner or contractor, Table 1-A and a 10% permit review charge
Fences (not including masonry privacy walls)	\$50.00
Self-supporting masonry walls, including privacy and retaining walls over 4 feet high, measured from the bottom of the footing	\$2.50 per lineal foot
Re-roofing on residential	\$50.00
Demolition	\$75.00
Hazardous material surveys and methods of removal may be required for review and approval by the Building Official prior to issuance of a permit	
Each inspection after required initial and one re-inspection	\$100.00
Decorative Pools (ponds, etc)	\$200.00
Swimming Pool - Above ground	\$55.00
Swimming Pool - Inground	\$350.00
Spa/Hot Tub	\$100.00
Monument Sign Permit	\$50.00
Home Occupation License	\$40.00

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PUBLIC WORKS FEES:

Staff Charge (Flat hourly rate)	\$42.00 per hour per Staff Member
Inspection Fee for Projects Within Town Right-a-Way or on Public Property (Resolution 1505; effective 9/22/15)	\$78.00 per hour 2 hour minimum
Permit Right-Of-Way	\$50.00
Asphalt cut maintenance fee - minimum cut fee	\$100.00 per 60 square foot
Additional square foot over 60	\$1.67/square foot
Permits Issued to Franchised Utility	\$0.00

ENGINEERING FEES: PLAN REVIEW

First and Second Review	\$240.00
Third Review and each thereafter (per review)	\$100.00
Plan Revisions	\$240.00
Re-Approval of Plans – 1 st and 2 nd Review (Expired Plans)	\$120.00
Sewer Tap by Contractor – Single Family Residential	\$100.00
Water Meter Tap by Contractor – Single Family Residential	\$100.00
Driveway Cut Request	\$150.00
Traffic Control Plan	\$150.00
Miscellaneous Engineering Review	\$100.00/hour

REPORT REVIEW FEES:

Drainage Report – Master Residential Development	\$1,250.00 + \$1.50/acre
Drainage Report – Residential Single Subdivision	\$750.00 + \$5.50/acre
Drainage Report – Custom Home	\$250.00
Drainage Report – Commercial Subdivision	\$750.00 + \$2.50/acre

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Drainage Report – Commercial Individual Lot	\$500.00
Traffic Impact Analysis – Master Residential Development	\$2,200.00
Traffic Impact Analysis – Residential Single Subdivision	\$900.00
Traffic Impact Analysis – Commercial Parcel	\$500.00
Water Analysis Report – Master Development	\$2,500.00
Water Analysis Report – Single Subdivision	\$400.00
Wastewater Analysis Report – Master Development	\$1,250.00
Wastewater Analysis Report – Single Subdivision	\$400.00
Right-of-Way Dedication or Easement (Separate Instrument)	\$250.00 (ea.)
Maintenance Improvement District (MID) Formation Petition	\$10.00/lot
<u>Street Light Improvement District (SLID) Formation Petition</u>	\$10.00/lot

POLICE DEPARTMENT FEES:

Officer Charge – (Flat hourly rate)	\$65.00 per hour per Officer
Officer Charge – (Employee overtime hourly wage plus benefits)	OT Hourly Wage/Benefits
Administration Fee	\$5.00 per shift
Vehicle Rate - includes a fuel surcharge and maintenance costs	\$10.00 per hour
Fingerprinting	\$20.00 per card
Police Reports Noncommercial Use	\$5.00 for the first 20 pages, \$5.00 for each set of up to 20 pages thereafter
Police Reports – Digital Media – Noncommercial Use (body camera and audio recordings, photographs) (Exemption: crime victim under ARS 39-127)	\$20
Police Redaction – Videos	\$46/hour
Police Reports – Commercial Use (Electronic)	\$10.00 + Transmittal device cost (if required)

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Police Escort Rate (Per Officer & Vehicle)	\$ 65.00 Per Hour and \$.50 Per Mile
Vehicle Impound Hearing	\$150.00

VALLEY VIEW CEMETERY FEES:

Section V One-Half Lot	\$1200.00
Section V Perpetual Care	\$ 965.00
All other Sections One-Half Lot	\$1000.00
All other Sections Perpetual Care	\$ 500.00
Cremains Lot	\$300.00
Cremains Perpetual Care	\$175.00
Single Burial Open/Close	\$1100.00
Cremains Open/Close	\$300.00
Single Dome	\$300.00
Companion Dome	\$535.00
Oversized Dome	\$420.00
No Sunday or Holiday Services. Services must start by 3 p.m.	
Friday/Saturday Services	\$500.00
Early Burial (less than two days' notice)	150% of open/close
Casket Exhumation (in addition to open/close fees)	\$1300.00
Cremation Disinterment (in addition to open/close fees)	\$ 300.00
Lot Transfer Fee	\$50.00
Lot and Perpetual Care must be paid in full to reserve a Lot. Open/Close, Dome, and other fees cannot be paid more than 30 days in advance of service.	

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RECLAIMED WATER FEE

Reclaimed Water Rate - Per 1,000 gallons	\$2.00/1,000 gallons
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WATER SYSTEM CONNECTION CHARGES

Type A Fees	Meter Size (inches)	
	5/8"	\$500.00
	1"	\$650.00*
	1 1/2"	\$850.00
	2"	\$1,150.00
	3"	\$2,685.00
	4"	\$3,635.00
	6"	\$8,485.00
	8"	\$11,485.00
*Note: A customer having a 1" meter solely to service a mandated residential fire sprinkler system will be charged a 5/8" base user rate.		
New connections without infrastructure		At cost
Meter size changes		At cost

WATER SYSTEM NEW ACCOUNT FEES

Deposits	
3/4 or 5/8"	\$100.00
1"	\$125.00
1 1/2"	\$200.00
2"	\$300.00
3"	\$400.00
4"	\$500.00

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6"	\$600.00
8"	\$700.00
Deposits – Deposits will be returned to homeowner customers after one year, if no delinquencies occur. There will be no interest paid on the deposit. Rental Accounts - Retain deposits until account is closed on rental accounts.	
Water Service Turn-On	\$50.00
Emergency and Construction Turn-On/Turn-Off	
During Business Hours	\$50.00
Non-Business Hours	\$150.00

WATER CAPACITY FEES (Effective 2/8/2013)

Meter Size (inches)	
5/8"	\$2,322.00
1" *	\$5,806.00
1 ½"	\$11,612.00
2"	\$18,579.00
3"	\$37,158.00
4"	\$58,059.00
6"	\$116,118.00
8"	\$185,788.00
*Note: A customer having a 1" meter solely to service a mandated residential fire sprinkler system will be charged a 5/8" base user rate	

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WATER SERVICE RATES

System Replacement Surcharge (Created 6/22/10 – Effective 7/22/10)	
Meter Size (inches)	
5/8"	\$3.21
1"	\$4.47
1 1/2"	\$7.27
2"	\$10.63
3"	\$21.25
4"	\$33.58
6"	\$67.15
8"	\$106.08
Note: A customer having a 1" meter solely to service a mandated residential fire sprinkler system will be charged a 5/8" System Replacement Surcharge	
Other Charges Per Billing Period Per Meter	
Water Resource Development	\$4.00
Regional Water Associations	\$0.32
Gila River Adjudication	\$0.41
Water Conservation Program	\$0.25

WATER SERVICE RATES: (Effective January 2026)

Base User Rate Per Billing Period	
Meter Size (inches)	
5/8"	\$ 35.98
1"	\$ 59.70

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1 ½"	\$ 119.41
2"	\$ 191.35
3"	\$ 382.70
4"	\$ 604.67
6"	\$ 1,209.34
8"	\$ 1,910.45
*Note: A customer having a 1" meter solely to service a mandated residential fire sprinkler system will be charged a 5/8" base user rate	
Tiers - Volume Rates Per Thousand Gallons	
0-1,000 Gallons Per Month (included in base rate)	\$0.00
1,001- 5,000 Gallons Per Month	\$6.31
5,001 – 10,000 Gallons Per Month	\$6.55
10,001 – 15,000 Gallons Per Month	\$9.17
15,001 – 20,000 Gallons Per Month	\$9.48
20,001 – 25,000 Gallons Per Month	\$13.54
25,001 – 30,000 Gallons Per Month	\$13.79
Over 30,000 Gallons Per Month	\$13.98

WATER SERVICE RATES: (Effective January 2027)

Base User Rate Per Billing Period	
Meter Size (inches)	
5/8"	\$38.50
1"*	\$63.88
1 ½"	\$127.77
2"	\$204.75
3"	\$409.49

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4"	\$646.99
6"	\$1,294.00
8"	\$2,044.18
*Note: A customer having a 1" meter solely to service a mandated residential fire sprinkler system will be charged a 5/8" base user rate	
Tiers - Volume Rates Per Thousand Gallons	
0-1,000 Gallons Per Month (included in base rate)	\$0.00
1,001- 5,000 Gallons Per Month	\$6.75
5,001 – 10,000 Gallons Per Month	\$7.01
10,001 – 15,000 Gallons Per Month	\$9.81
15,001 – 20,000 Gallons Per Month	\$10.15
20,001 – 25,000 Gallons Per Month	\$14.49
25,001 – 30,000 Gallons Per Month	\$14.76
Over 30,000 Gallons Per Month	\$14.96

WATER SERVICE RATES: (Effective January 2028)

Base User Rate Per Billing Period	
Meter Size (inches)	
5/8"	\$41.19
1"*	\$68.35
1 ½"	\$136.71
2"	\$219.08
3"	\$438.16
4"	\$692.28
6"	\$1,384.58
8"	\$2,187.27

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*Note: A customer having a 1" meter solely to service a mandated residential fire sprinkler system will be charged a 5/8" base user rate	
Tiers - Volume Rates Per Thousand Gallons	
0-1,000 Gallons Per Month (included in base rate)	\$0.00
1,001- 5,000 Gallons Per Month	\$7.22
5,001 – 10,000 Gallons Per Month	\$7.50
10,001 – 15,000 Gallons Per Month	\$10.49
15,001 – 20,000 Gallons Per Month	\$10.86
20,001 – 25,000 Gallons Per Month	\$15.50
25,001 – 30,000 Gallons Per Month	\$15.79
Over 30,000 Gallons Per Month	\$16.01

WATER SYSTEM – OTHER WATER UTILITY RATE AND FEE POLICIES

Reconnections (Per Disconnection for Non-Payment)	\$ 50.00 Plus Additional Deposit Equaling the Average Monthly Bill
Meter Re-Reading/Data Retrieval	\$50.00
Meter Test	At cost if meter is found to be accurate.
Non-Cellular Meter Set-Up	\$75.00
Manual Read Surcharge (Non-Cellular Meters)	\$17.00/month
Account Collections (Referrals)	At Cost
Civil Penalties - Unauthorized Turn-On/Turn-Off/Tampering	\$100.00 per offense. Each day during which a violation occurs or continues shall be deemed a separate offence.

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Account Delinquencies (Effective 4/25/14)	Past due Amount at 10% After 21 Days
Commissary Fee	\$12.00/month base fee, plus \$5.00/month per allowed Mobile Food Service.
Civil Penalties – Unauthorized Sewer Usage	\$100
Disconnection for Non-Payment - Water service shall be disconnected for non-payment thirty (30) days from the due date. (Effective 4/25/14)	
Use of hydrants and/or hydrant meters – Use of hydrants and/or hydrant meters for residential, commercial or construction customers will be allowed only by permit through the Clarkdale Public Works Department.	\$1500.00 Deposit \$250.00 Setup Fee

WASTEWATER USER FEES: (Effective January 2026)

Residential User	\$61.33 per month
Multi-Family Residential	\$61.33 per month per unit
Commercial	\$61.33 per month minimum base rate, plus a usage fee of \$2.56 per thousand gallons of water purchased in excess of 5,000 gallons per month

WASTEWATER USER FEES: (Effective January 2027)

Residential User	\$65.62 per month
Multi-Family Residential	\$65.62 per month per unit
Commercial	\$65.62 per month minimum base rate, plus a usage fee of \$2.73 per thousand gallons of water

RESOLUTION # 1754

	purchased in excess of 5,000 gallons per month
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WASTEWATER USER FEES: (Effective January 2028)

Residential User	\$70.21 per month
Multi-Family Residential	\$70.21 per month per unit
Commercial	\$70.21 per month minimum base rate, plus a usage fee of \$2.93 per thousand gallons of water purchased in excess of 5,000 gallons per month

WASTEWATER CONNECTION FEE : (Effective 2/8/2013)

Meter Size (inches)	
5/8"	\$500.00
1"	\$1,500.00
1 1/2"	\$3,000.00
2"	\$5,000.00
3"	\$10,000.00
4"	\$15,000.00
6"	\$30,000.00
8"	\$50,000.00
*Note: A customer having a 1" meter solely to service a mandated residential fire sprinkler system will be charged a 5/8" base user rate	
All connection fees are to be collected in advance with the following exceptions:	
For buildings completed and occupied prior to May 27, 1997, and where the connection fee falls within specified amounts, a partial financing option will be made available.	

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If connection is completed within 6 (six) months of the time that the sewer service becomes available, at least ½ (one-half) of the fee is to be paid to the Town of Clarkdale.		
Specified Amount of Connection Fee	Specified Financing Time Period	
\$10,000-\$49,999.99	3 years	
\$50,000 +	5 years	

WASTEWATER CAPACITY FEES (Effective 2/8/2013)

Meter Size (inches)	Ratio	
5/8"	1	\$5,027.00
1"	1.67	\$8,395.09
1 ½"	3.33	\$16,739.91
2"	5.33	\$26,793.91
3"	10.67	\$53,638.09
4"	16.67	\$83,800.09
6"	33.33	\$167,549.91
8"	33.33	\$268,089.91
*Note: A customer having a 1" meter solely to service a mandated residential fire sprinkler system will be charged a 5/8" base user rate		

TRASH RATES/FEES:

Household Trash Service Per Month		
One Small Container (64 Gallons)		\$15.75
One Large Container (96 Gallons)		\$18.25
Two Small Containers		\$20.50
Two Large Containers		\$23.00
Each Additional After 2 Containers		\$15.00

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Account Collections (Referrals)	At Cost
Disconnection for Non-Payment - Service shall be discontinued for non-payment thirty (30) days from the due date. (Effective: 4/25/14)	
Account Delinquencies (Effective: 4/25/14)	Past due Amount at 10% After 21 Days

RESOLUTION # 1754

AVERAGE DAILY SEWAGE FLOW

Type of Establishment (Unit Basis)	Sewage Flow (gallons per day)
Airport (passenger)	4
Apartments, multiple family, 1 bedroom or less	105
2 bedrooms or more	140
Bar (patron)	25
Barber Shop (50 per chair over 8)	100
Beauty Parlor (100 per chair over 5)	1000
Camp: Campground overnight with flush toilet (camper space)	25
Campground overnight with flush toilet and shower (camper space)	50
Construction (bed)	50
Day with no meal served (camper space)	15
Luxury (camper)	100-150
Resorts, Day and night, with limited plumbing (camper space)	50
Tourists with central bath and toilet facilities (person)	35
Churches: Without kitchens (person)	7
With kitchens (persons)	10
Clubs, Country: (resident members)	100
(non-resident member)	25
Cottages with seasonal occupancy (resident)	100
Dental Office (chair)	500
Dog kennel (per animal)	15
Dwellings: Boarding or roomed houses (resident)	70
Additional kitchen requirements for non-residents (boarder)	10
Highway Rest Area (contact State Department of Transportation)	
Hospital (bed)	240-400
Hotel: Without kitchen (room)	125
With kitchen (room)	150
Institutions other than hospitals (person)	75-125
Laundries, self service (machine)	180
Manufacturing: No showers (person) (plus daily process water use)	25
With showers (person) (plus daily process water use)	35
Mobile Home Community System: For family (space)	250
For adults only community (space)	150
Motel: Without kitchens (room)	125
With kitchens (room)	150
Office (person)	25
Picnic: Without bathhouses, showers & flush toilets (picnicker)	20
With toilet facilities only (picnicker)	10
Public restrooms (toilet)	200
Recreation Vehicle Park: With water and sewer hook-up (vehicle)	100
Restaurant (seat)	30
Per meal served	7
Schools: Boarding (pupil)	100
Day with cafeteria, gymnasiums and showers (pupil)	25
Day with cafeteria, no gymnasiums and showers (pupil)	20
Day without cafeteria, gymnasiums or showers (pupil)	15
Service Station (bay)	1000

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Shopping Center (sq. ft. of store area) (no food/laundry)	0.1
Single Family Residence	280
Stores: Under 5000 Sq. Ft. retail floor	500
Over 5000 sq. ft. retail floor (sq. ft.)	0.1
Swimming Pool (swimmer)	10
Theaters: Drive-In (car space)	5
Movie (seat) (vehicle)	5

RESOLUTION # 1754

TABLE 1-A BUILDING PERMIT FEES

\$1.00 - \$50.00	\$24.00
\$501.00 - \$2,000.00	\$24.00 for the first \$500.00 plus \$4.00 for each additional \$100.00 or fraction
\$2,001.00 - \$25,000.00	\$70.00 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction
\$25,001.00 - \$50,000.00	\$392.00 for the first \$25,000.00 plus \$11.00 for each additional \$1,000.00 or fraction
\$50,001.00 - \$100,000.00	\$644.00 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction
\$100,001.00 - \$500,000.00	\$994.00 for the first \$100,000.00 plus \$7.00 for each additional \$1,000.00 or fraction
\$500,001.00 - \$1,000,000.00	\$3,324.00 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00 or fraction
\$1,000,000.00 and Up	\$5,609.00 for the first \$1,000,000.00 plus \$4.00 for



Staff Report

Item Number: 6.A.

<u>Agenda Item:</u>	Resolution #1755 - Approving the Sale of Real Estate Property Discuss, consider and act upon Resolution #1755, regarding the sale of certain real property, APN 400-06-027B.
<u>Staff Contact:</u>	Susan Guthrie, Town Manager
<u>Meeting Date:</u>	March 10, 2026
<u>Strategic Goal:</u>	Not applicable.
<u>Background:</u>	The Town of Clarkdale, an Arizona municipal corporation (the "Town"), is the owner of certain real property consisting of approximately 10,712 square feet and being a portion of Yavapai County Assessor's Parcel Number 400-06-027B (the "Property"). Pursuant to A.R.S. § 9-402, the Town issued a Notice of Invitation for Bids for the sale of the Property, which was published in the Verde Independent on Feb. 7 and Feb. 14, 2026. The Town Council received one (1) sealed bid in response to the Invitation for Bids, and the Town Council finds that the bid submitted by KGS Rentals, LLC, an Arizona limited liability company ("Buyer"), is responsive and that Buyer is a responsible bidder.
<u>Budget Impact:</u>	\$36,000 in revenue to 01-4-4300-4010 Fixed Asset Sale Revenue. This will add revenue to the General Fund.
<u>Recommendation:</u>	Staff recommends that the Council approve Resolution #1755, approving the the sale of certain real property, APN 400-06-027B, and authorize the Mayor, Town Attorney and Town Clerk to execute all documents.

RESOLUTION # 1755

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, APPROVING THE SALE OF CERTAIN REAL PROPERTY; ACCEPTING THE BID OF KGS RENTALS, LLC; AND AUTHORIZING EXECUTION OF A REAL ESTATE PURCHASE CONTRACT.

WHEREAS, the Town of Clarkdale, an Arizona municipal corporation (the “Town”), is the owner of certain real property consisting of approximately 10,712 square feet and being a portion of Yavapai County Assessor’s Parcel Number 400-06-027B (the “Property”); and

WHEREAS, pursuant to A.R.S. § 9-402, the Town caused a Notice of Invitation for Bids for the sale of the Property to be duly published and posted; and

WHEREAS, the Town Council received one (1) sealed bid in response to the Invitation for Bids, and the Town Council finds that the bid submitted by KGS Rentals, LLC, an Arizona limited liability company (“Buyer”), is responsive and that Buyer is a responsible bidder; and

WHEREAS, the Town Council desires to accept the bid of Buyer in the amount of Thirty-Six Thousand Dollars (\$36,000) and to approve that certain Real Estate Purchase Contract between the Town and Buyer, attached hereto as **Exhibit 1** (the “Purchase Agreement”), providing for the sale of the Property upon the terms and conditions set forth therein.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Clarkdale, Arizona, as follows:

Section 1. The Town Council hereby accepts the bid submitted by KGS Rentals, LLC for the purchase of the Property in the amount of \$36,000.

Section 2. The Real Estate Purchase Contract attached hereto as **Exhibit 1** is hereby approved.

Section 3. The Mayor and Town Clerk are hereby authorized and directed to execute the Purchase Agreement and any related documents necessary to complete the sale of the Property in accordance with its terms.

PASSED AND ADOPTED by the Mayor and Town Council of the Town of Clarkdale, Arizona, this 10th day of March, 2026.

TOWN OF CLARKDALE

By: _____
Robyn Prud’homme-Bauer, Mayor

ATTEST:

Charity Brooks, Town Clerk

APPROVED AS TO FORM:

Stephen W. Polk, Town Attorney

EXHIBIT 1

REAL ESTATE PURCHASE CONTRACT

Property / Property: A portion of Yavapai County Assessor's Parcel Number 400-06-027B measuring approx. 10,712 square feet, as legally described in **Exhibit A**

No buildings, structures, improvements, fixtures, or other improvements of any kind, whether existing or future, are included in this sale or shall convey to Buyer. The Property is subject to the existing ground lease and other encumbrances of record.

Purchase Price: \$36,000.00

Seller: Town of Clarkdale, an Arizona municipal corporation

Buyer: KGS Rentals, LLC, an Arizona limited liability company

Parties / parties: Seller and Buyer, collectively

Escrow Agent: Direct transaction between the parties; or escrow agent to be nominated by Buyer

Close of escrow: April 8, 2026

Effective Date: Date of last signature below

RECITALS

This Real Estate Purchase Contract regarding the above Property is made between Seller and Buyers on the above effective date. Seller desires to sell and Buyers desire to purchase said Property, upon the terms and conditions hereinafter set forth. The term "Property" means only the underlying fee interest in the real Property described above and in **Exhibit A** and depicted in **Exhibit B**, subject to the existing ground lease by and between Town of Clarkdale, as lessor, and KGS Rentals, LLC, as lessee (the "Ground Lease"). No buildings, structures, improvements, fixtures, or other improvements of any kind, whether existing or future, are included in this sale or shall convey to Buyer.

NOW, THEREFORE, for valuable considerations mutually exchanged between the Parties and in consideration of the mutual covenants hereinafter set forth, the Parties agree as follows:

1. Property Sold; Ground Lease; No Improvements Conveyed

Seller agrees to sell and Buyers agree to purchase the Property more particularly described in the attached **Exhibit A**.

Buyer acknowledges that the Property is subject to the Ground Lease. Buyer further acknowledges that a warehouse building and other improvements are located on the Property, but that Seller is conveying only the underlying land. Seller does not own the warehouse or other improvements on the Property and makes no representation as to ownership of said improvements. Buyer represents that it is the owner of all improvements on the Property. All improvements, whether existing or future, are expressly excluded from this sale and shall remain the property of the ground lessee.

2. Manner of Payment

The total Purchase Price of **\$36,000.00** shall be paid at closing via cashier's check.

3. Manner of Conveyance

Buyer and Seller may complete this transaction via Special Warranty Deed.

Buyer may elect to purchase title insurance and use an escrow company, in which event the escrow instructions shall be:

- A. Close of escrow shall be on or before the above-stated date, or at such other earlier date agreed to in writing by the Parties.

- B. Buyers shall be entitled to possession of the Property following close of escrow.
- C. Real estate taxes and any other assessments shall be prorated as of the date of close of escrow.
- D. Buyers and Seller shall comply with all terms and conditions of this Contract, shall execute all closing documents, and perform all other acts necessary in sufficient time to allow escrow to close on the scheduled date.
- E. All closing costs, escrow fees, recording fees, title policy fees, and any other costs of closing this sale shall be paid by Buyer.

4. Title Insurance

Buyer may elect to require Seller to provide a standard owner's title insurance policy issued through Escrow Agent in the face amount of the Purchase Price showing title vested in Buyer to the real Property sold herein. Buyer shall pay the cost of the standard owner's title insurance policy. If Buyer so desires, an extended coverage policy may be acquired, at Buyer's expense. Escrow Agent shall obtain and deliver to Buyer and Seller a commitment for title insurance, together with complete and legible copies of all documents which will remain as exceptions to Buyer's policy of title insurance. Buyer shall have five (5) calendar days after receipt of the commitment for title insurance to provide written notice to Seller of any of the exceptions which are reasonably disapproved. If Buyer gives written notice of disapproval, Seller shall respond in writing within five (5) calendar days following receipt of notice. If Seller is unable or unwilling to correct the items reasonably disapproved by Buyer, Buyer may cancel this contract without further liability to Seller.

Buyer's failure to give written notice of disapproval of title exceptions within the time specified herein shall conclusively be deemed Buyer's approval of the condition of title.

5. Instruments of Conveyance

Seller shall make and execute in favor of Buyer the following instruments of conveyance:

- A. A good and sufficient Special Warranty Deed conveying title to Buyer, and
- B. Affidavit of Value as required by Arizona law.

Buyer shall pay the cost of recording the Special Warranty Deed and Affidavit of Value in the Office of the Yavapai County Recorder.

6. Warranty of Title

Seller warrants that it is the owner of fee simple title to the Property and that it has not created or permitted any liens or encumbrances affecting the Property other than matters of record and the Ground Lease.

7. Waiver of Seller Disclosure Statements

Buyer waives receipt from Seller of Seller Property Disclosure Statements, Lead Based Paint Disclosure, Insurance Claims History or any other disclosures relating to the Property. Seller shall provide the Phase I Environmental Report in its possession to Seller.

8. Due Diligence Period

Buyer shall have until April 3, 2026 (the "Due Diligence Deadline"), to conduct such investigations, inspections, and review of the Property as Buyer deems appropriate, including without limitation obtaining and reviewing a commitment for title insurance and all exception documents, reviewing the Ground Lease and related materials, reviewing the existing

Phase I Environmental Site Assessment, and ordering and completing Buyer's own Phase I Environmental Site Assessment. Buyer may conduct non-invasive inspections of the Property, and any invasive testing shall require Seller's prior written consent. This provision is intended to satisfy and incorporate the contingencies set forth in Buyer's bid, including approval of the title commitment and review and approval of the existing and Buyer's Phase I Environmental Site Assessments.

Buyer may terminate this Contract for any reason related to its due diligence, including disapproval of title or environmental matters, by delivering written notice to Seller on or before the Due Diligence Deadline, whereupon this Contract shall terminate and neither party shall have further obligation hereunder except for any provisions that expressly survive termination. If Buyer does not deliver written notice of termination on or before the Due Diligence Deadline, Buyer shall be deemed to have approved all due diligence matters and waived the contingencies contained in its bid, and the parties shall proceed to closing in accordance with this Contract.

9. Property Sold "As Is"

Buyer shall accept the Property in "as is" condition at Closing. Buyer further acknowledge that Seller has made no representations or warranties as to the condition of the Property. Buyer releases Seller from any and all liability of any nature pertaining to the condition of the Property.

10. Parcel Split/Combination

Seller and Buyer shall jointly cause the Property to be split from Seller's parcel APN 400-06-027B and to be combined with Buyer's parcel APN 400-06-012E (the "Combined

Parcel”). Seller hereby agrees that the Combined Parcel shall be deemed legal non-conforming, including but not limited to property line setbacks and lot size.

11. No Broker

Both parties acknowledge that no broker or real estate agent has been involved in the negotiation of this sale and that no real estate commissions are owed.

12. Additional Documents

Both parties shall make, execute and deliver any additional documents required to carry out the terms of this contract and any other documents reasonably required by Escrow Agent to carry out the escrow and close this sale.

13. Attorney's Fees

In the event either party shall file suit against the other to enforce any provisions of this contract, the prevailing party shall be entitled to recover all expenses, costs, and reasonable attorney's fees incurred.

14. Applicable Law

This contract shall be construed and performed in accordance with the laws of the State of Arizona.

15. Time of the Essence

Time is of the essence of this contract.

16. Benefit and Obligation

This contract shall be binding upon and inure to the benefit of each of the parties, their respective heirs, personal representatives, successors, and assigns.

IN WITNESS WHEREOF, this contract has been executed as of the date last signed below.

BUYER:
KGS RENTALS, LLC, an Arizona limited liability company

Kurt Snyder
Its: Manager

Date

SELLER:
TOWN OF CLARKDALE, an Arizona municipal corporation

Robyn Prud'homme-Bauer, Mayor

Date

ATTEST:

Charity Brooks, Town Clerk

APPROVED AS TO FORM:

Stephen W. Polk, Town Attorney

EXHIBIT 'A'
LEGAL DESCRIPTION
APN: 400-06-027B

A portion of that parcel of land as described in Reception Number 2024-0048574, Official Records of Yavapai County (herein referred to as R1), located in the northeast quarter of Section 20, Township 16 North, Range 3 East of the Gila and Salt River Meridian, Yavapai County, Arizona, described as follows:

Commencing at the northeasterly corner of said parcel, from which the southeasterly corner of said parcel bears South 35°57'20" East, 2493.77 feet (Basis of Bearing per R1);

Thence along the easterly line of said parcel, South 35°57'20" East, 410.71 feet to the **TRUE POINT OF BEGINNING**;

Thence continuing along said easterly line, South 35°57'20" East, 206.00 feet;

Thence leaving said easterly line, South 54°02'40" West, 52.00 feet;

Thence North 35°57'20" West, 206.00 feet;

Thence North 54°02'40" East, 52.00 feet to the **TRUE POINT OF BEGINNING**.

Containing 10,712 square feet, more or less.

See Exhibit 'B' attached hereto and made a part hereof.

This legal description was prepared by Aaron D. Borling, RLS 48756, on behalf of and at the request of Ardurra Group, Cottonwood, Az.

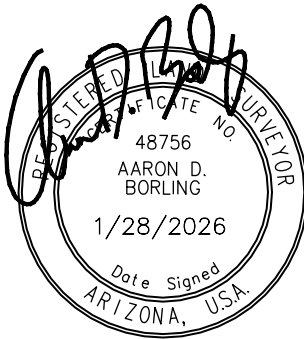
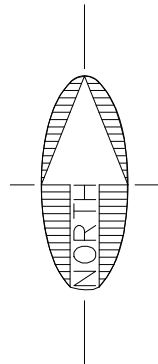
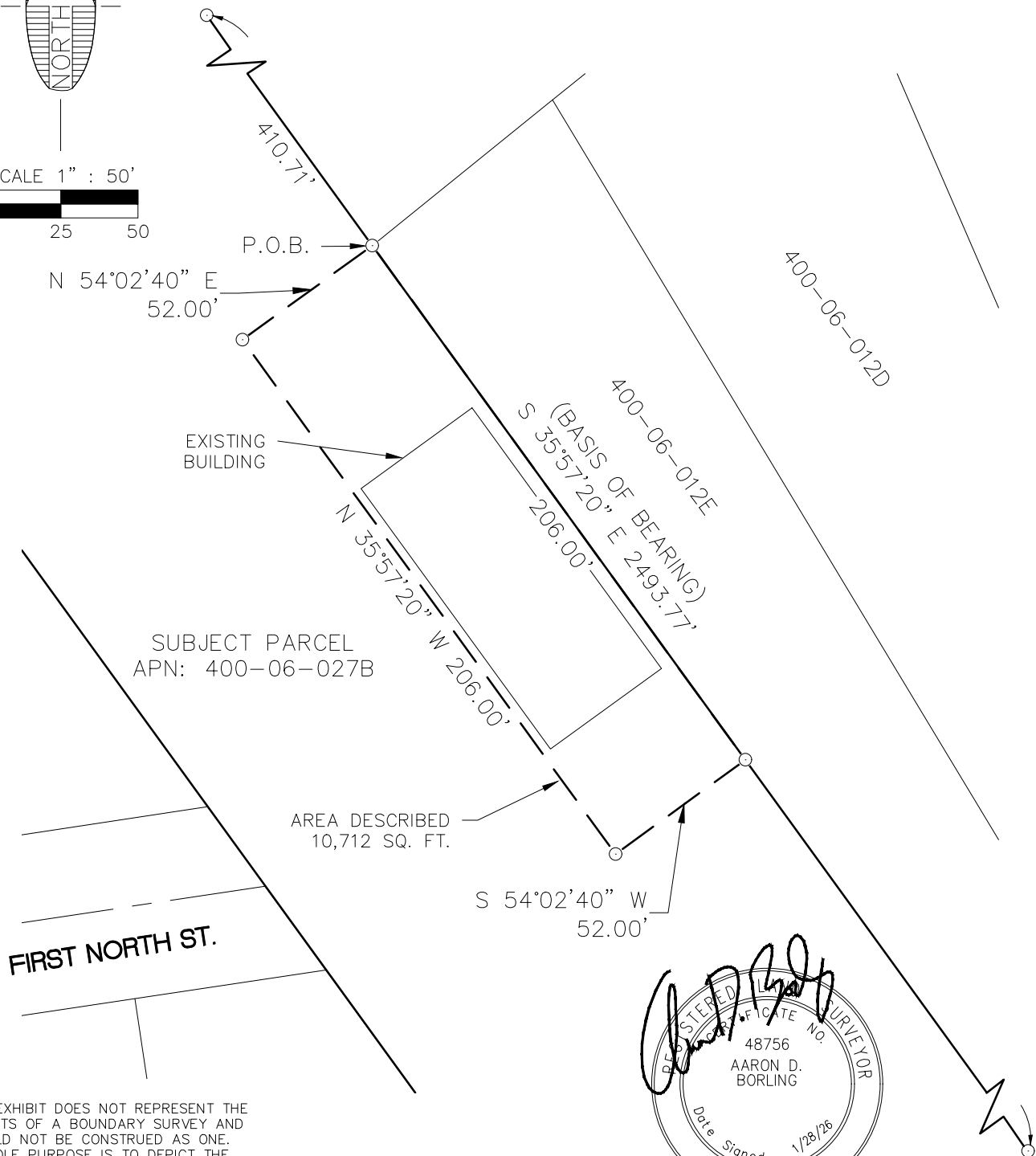


EXHIBIT 'B'

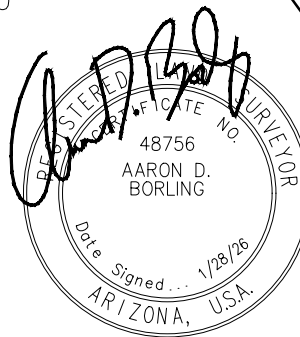
A PORTION OF THE NORTHEAST QUARTER OF SECTION 20,
TOWNSHIP 16 NORTH, RANGE 3 EAST
OF THE GILA AND SALT RIVER MERIDIAN,
YAVAPAI COUNTY, ARIZONA



SCALE 1" : 50'
0 25 50



NOTE:
THIS EXHIBIT DOES NOT REPRESENT THE
RESULTS OF A BOUNDARY SURVEY AND
SHOULD NOT BE CONSTRUED AS ONE.
ITS SOLE PURPOSE IS TO DEPICT THE
LOCATION OF THE AREA DESCRIBED.



SHEET

2

OF 2

DRAWN BY: ADB

DATE: JANUARY 2026

SCALE: AS SHOWN

JOB NO: 2025-1597

GUTHRIE WAREHOUSE

LEGAL EXHIBIT

YAVAPAI COUNTY

CLARKDALE, AZ





Staff Report

Item Number: 6.B.

Agenda Item:**Resolution #1756 - Adopting a Fair Housing Policy**

Discuss, consider and act upon Resolution #1756, adopting a Fair Housing Policy, making known our commitment to the principle of Fair Housing and describing actions we shall undertake to affirmatively further Fair Housing, amending the previous Fair Housing Resolution #1734.

Staff Contact:

Scott Ellis, Community Development Director

Meeting Date:

March 10, 2026

Strategic Goal:

This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 4 - Plan for the maintenance and growth of quality infrastructure that is sustainable and resilient.

Background:

The Housing and Community Development Act of 1974 as amended requires that all applicants for Community Development Block Grant funds certify that they affirmatively further fair housing.

The Civil Rights Act of 1968 (commonly known as the Federal Fair Housing Act) and the Fair Housing Amendments Act of 1988 declare a national policy to prohibit discrimination in the sale, rental, leasing and financing of housing or land to be used for the construction of housing or in the provision of brokerage services, on the basis of race, color, religion, sex, disability, familial status or national origin.

Discriminatory housing practices undermine the strength and vitality of America and its people and the Mayor and Council of the Town of Clarkdale, Arizona hereby wish all persons living, working, doing business in, or traveling through this Town to know that discrimination in the sale, rental, leasing and financing of housing or land to be used for construction of housing, or in the provision of brokerage services on the basis of race, color, religion, sex, handicap, family status or national origin is prohibited by Title VIII or the Fair Housing Act Amendments of 1988. It is the policy of the Town of Clarkdale to implement programs, within the constraints of its resources, to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex, handicap, familial status or national origin. Within available resources, the Town of Clarkdale will assist all persons who feel that they have been

discriminated against in housing issues on the basis of race, color, religion, sex, handicap, familial status or national origin to seek equity under existing federal and state laws to file a complaint with the Arizona Attorney General's Office or the U.S. Department of Housing and Urban Development.

The Town of Clarkdale supports fair housing opportunities for all, regardless of race, color, religion, sex, handicap, family status, or national origin, and endorses the provision of safe and affordable housing for all in all its forms.

Budget Impact: No budget impact.

Recommendation: Staff recommends that the Council approve Resolution #1756, adopting a Fair Housing Policy, making known our commitment to the Principle of Fair Housing and describing actions we shall undertake to affirmatively further Fair Housing, amending the previous Fair Housing Resolution #1734, and authorize the Mayor and Town Clerk to execute all documents.

RESOLUTION #1756

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, ADOPTING A FAIR HOUSING POLICY, MAKING KNOWN ITS COMMITMENT TO THE PRINCIPLE OF FAIR HOUSING AND DESCRIBING ACTIONS IT SHALL UNDERTAKE TO AFFIRMATIVELY FURTHER FAIR HOUSING, AMENDING THE PREVIOUS FAIR HOUSING RESOLUTION #1734.

WHEREAS, the Housing and Community Development Act of 1974 as amended requires that all applicants for Community Development Block Grant funds certify that they affirmatively further fair housing; and

WHEREAS, the Civil Rights Act of 1968 (commonly known as the Federal Fair Housing Act) and the Fair Housing Amendments Act of 1988 declare a national policy to prohibit discrimination in the sale, rental, leasing and financing of housing or land to be used for the construction of housing or in the provision of brokerage services, on the basis of race, color, religion, sex, disability, familial status or national origin; and

WHEREAS, fairness is the foundation of the American system and reflects traditional American values; and

WHEREAS, discriminatory housing practices undermine the strength and vitality of America and its people;

NOW, THEREFORE, BE IT RESOLVED THAT, the Mayor and Common Council of the Town of Clarkdale, Arizona hereby wish all persons living, working, doing business in or traveling through this Town to know that:

Discrimination in the sale, rental, leasing and financing of housing or land to be used for construction of housing, or in the provision of brokerage services on the basis of race, color, religion, sex, handicap, family status or national origin is prohibited by Title VIII or the Fair Housing Act Amendments of 1988; and

It is the policy of the Town of Clarkdale to implement programs, within the constraints of its resources, to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex, handicap, familial status or national origin; and

Within available resources, the Town of Clarkdale will assist all persons who feel that they have been discriminated against in housing issues on the basis of race, color, religion, sex, handicap, familial status or national origin to seek equity under existing federal and state laws to file a complaint with the Arizona Attorney General's Office or the U.S. Department of Housing and Urban Development; and

The Town of Clarkdale supports fair housing opportunities for all, regardless of race, color, religion, sex, handicap, family status, or national origin, and endorses the provision of safe and affordable housing for all in all its forms; and

The Town of Clarkdale shall publicize this Resolution and thereby encourage owners of rental properties, developers, builders and others involved with housing to become aware of their respective responsibilities and rights under the Fair Housing Amendments Act of 1988 and any applicable state or local laws or ordinances; and that the Town of Clarkdale shall undertake the following actions to additionally “affirmatively further fair housing.”

- Post a copy of this resolution for 30 days at Town Hall
- Continue to post a fair housing poster at Town Hall

PASSED AND ADOPTED BY THE MAYOR AND COMMON COUNCIL of the Town of Clarkdale on this 10th day of March, 2025.

ATTEST:

Robyn Prud’homme-Bauer, Mayor

Charity Brooks, Town Clerk