



**NOTICE OF A REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE
TUESDAY, JUNE 14, 2022 AT 6:00 PM**

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

Join Zoom Meeting

<https://us02web.zoom.us/j/86217847662?pwd=N0FsdmlpSEJ1OUlGM29yNGRiejhjUT09>

Meeting ID: 862 1784 7662

Passcode: 778080

One tap mobile

AMENDED AGENDA

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, June 14, 2022, 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. 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(H), 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.

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
- VTPO – Verde Valley Transportation Planning Organization
- NACOG - Northern Arizona Council of Governments
- NAMWUA - Northern Arizona Municipal Water Users Association
- VVREO – LRSPC - Verde Valley Regional Economic Organization's Long Range Strategic Plan
- TPAC – Transportation Policy Advisory Council
- VFLC – Verde Front Leadership Council
- Greater AZ Mayor's Organizational Report

C. Claims (submitted with Council packet)

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

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.

A. Approval of Minutes - Common Council

Consider and act upon the draft minutes from the Council Meeting held on May 24, 2022.

B. Fiscal Year 2021-2022 Budget Transfers

Consider and act upon fiscal year 2021-2022 budget transfers within the adopted budget to reflect year-end expenditures.

C. Town of Clarkdale Public Safety Personnel Retirement System (PSPRS) Pension Funding Policy

Consider and act upon the Town of Clarkdale Public Safety Personnel Retirement System Funding Policy for Fiscal Year 2022-2023.

D. Reimbursement Agreement - Clarkdale Historical Society & Museum

Consider and act upon the 2022-2023 Reimbursement Agreement with the Clarkdale Historical Society & Museum for use of Town facilities.

E. Reimbursement Agreement - Friends of Clark Memorial Library

Consider and act upon the 2022-2023 Reimbursement Agreement with the Friends of Clark Memorial Library for the use of Town Facilities.

F. Reimbursement Agreement - Made in Clarkdale

Consider and act upon the 2022-2023 Reimbursement Agreement with Made in Clarkdale for the use of Town facilities.

5. NEW BUSINESS

A. RIVER FRIENDLY LIVING - A Community Developed Program

Friends of the Verde River will provide a presentation regarding River Friendly Living.

B. STRATEGIC PLAN 2022-2024

Discuss, consider and act upon the 2022-2024 Strategic Plan.

C. BUDGET PROPOSAL FOR FISCAL YEAR 2022-2023

Staff will provide a presentation regarding the draft budget proposal for fiscal year 2022-2023.

6. FUTURE AGENDA ITEMS

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

7. ADJOURNMENT

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.

DEPT: ALL

PAYROLL NO#: 01

PAY PERIOD BEGINNING: 4/24/2022

PAY PERIOD ENDING: 5/07/2022

*** G R A N D T O T A L S ***

-----DEPARTMENT RECAP-----									
DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
	83,329.34	70,372.77	2,708.57	8,817.38	1,430.62	0.00	12,242.58	15,039.00	56,047.76

TOTALS	83,329.34	70,372.77	2,708.57	8,817.38	1,430.62	0.00	12,242.58	15,039.00	56,047.76
=====									

REGULAR INPUT: 44 MANUAL INPUT: 0 CHECK STUB COUNT: 0 DIRECT DEPOSIT STUB COUNT: 44

*** PROJECT TOTALS ***

PROJECT	LINE ITEM	AMOUNT
013 FACILITY AMBASSADOR	6002 FACILITY AMBASSADOR WAGES	363.88
	** PROJECT 013 TOTAL **	363.88
GIT GITEM	6000 GITEM WAGES	2,267.98
	** PROJECT GIT TOTAL **	2,267.98
RAP VERDE RIVER RAP	6000 SALARIES	1,369.22
	** PROJECT RAP TOTAL **	1,369.22
UVS UNITED VERDE SOIL PROGRAM	6000 TRACKING WAGES	151.00
	** PROJECT UVS TOTAL **	151.00

DEPT: ALL

PAYROLL NO#: 01

PAY PERIOD BEGINNING: 5/08/2022

PAY PERIOD ENDING: 5/21/2022

*** G R A N D T O T A L S ***

-----DEPARTMENT RECAP-----									
DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
	81,419.73	69,884.42	2,224.49	7,452.20	1,858.62	0.00	12,137.48	13,959.30	55,322.95
TOTALS	81,419.73	69,884.42	2,224.49	7,452.20	1,858.62	0.00	12,137.48	13,959.30	55,322.95

REGULAR INPUT: 48 MANUAL INPUT: 0 CHECK STUB COUNT: 0 DIRECT DEPOSIT STUB COUNT: 48

*** PROJECT TOTALS ***

PROJECT	LINE	ITEM	AMOUNT
013 FACILITY AMBASSADOR	6002	FACILITY AMBASSADOR WAGES	188.80
		** PROJECT 013 TOTAL **	188.80
GIT GITEM	6000	GITEM WAGES	2,153.91
		** PROJECT GIT TOTAL **	2,153.91
RAP VERDE RIVER RAP	6000	SALARIES	1,107.20
		** PROJECT RAP TOTAL **	1,107.20
UVS UNITED VERDE SOIL PROGRAM	6000	TRACKING WAGES	115.40
		** PROJECT UVS TOTAL **	115.40

VENDOR SET: 01 Town of Clarkdale

BANK: * ALL BANKS

DATE RANGE: 5/01/2022 THRU 5/31/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0069	CITY OF COTTONWOOD							
	B-CHECK	VOIDED	V 5/12/2022			000282		34,500.00CR
	C-CHECK		V 5/05/2022			084699		
	C-CHECK		V 5/05/2022			084713		
	C-CHECK		V 5/05/2022			084714		
	C-CHECK		V 5/05/2022			084715		
	C-CHECK		V 5/05/2022			084716		
1	REFUND	VOIDED						
	C-CHECK	VOIDED	V 5/19/2022			084750		300.00CR
1	REFUND	VOIDED						
	C-CHECK	VOIDED	V 5/19/2022			084751		440.50CR
1	REFUND	VOIDED						
	C-CHECK	VOIDED	V 5/19/2022			084756		300.00CR
1	REFUND	VOIDED						
	C-CHECK	VOIDED	V 5/19/2022			084757		440.50CR

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	10 VOID DEBITS	0.00		
	VOID CREDITS	35,981.00CR	35,981.00CR	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: * TOTALS:	10	35,981.00CR	0.00	0.00
BANK: * TOTALS:	10	35,981.00CR	0.00	0.00

VENDOR SET: 01 Town of Clarkdale

BANK: POOL POOLED CASH

DATE RANGE: 5/01/2022 THRU 5/31/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0006	AMERICAN FAMILY LIFE ASSURANCE							
I-APRPPE 05.07.22	AFLAC	D	5/12/2022	43.68		000271		
I-APSPPE 05.07.22	AFLAC POST TAX	D	5/12/2022	60.84		000271		104.52
0075	ARIZONA DEPARTMENT OF REVENUE-							
I-T2 PPE 05.07.22	13-052014X STATE TAXES	D	5/12/2022	2,269.26		000272		2,269.26
0009	ARIZONA PUBLIC SAFETY RETIREME							
I-PDDPPE 05.07.22	PSPRS DC T3	D	5/12/2022	36.70		000273		
I-PL3PPE 05.07.22	SYSTEM 105 LEGACY T3	D	5/12/2022	1,323.33		000273		
I-PS1PPE 05.07.22	SYSTEM 105 TIER 1	D	5/12/2022	1,013.03		000273		
I-PS3PPE 05.07.22	SYSTEM 105 TIER 3	D	5/12/2022	1,081.92		000273		
I-PSLPPE 05.07.22	SYSTEM 105 LEGACY	D	5/12/2022	2,247.42		000273		
I-PSRPPE 05.07.22	SYSTEM 105 TIER 2	D	5/12/2022	2,156.92		000273		7,859.32
0001	ARIZONA STATE RETIREMENT SYSTE							
I-ACRPPE 05.07.22	ACR STATE RETIREMENT	D	5/12/2022	309.16		000274		309.16
0001	ARIZONA STATE RETIREMENT SYSTE							
I-LT2PPE 05.07.22	2018 STATE LTD	D	5/12/2022	89.58		000275		89.58
0001	ARIZONA STATE RETIREMENT SYSTE							
I-LTDPPE 05.07.22	STATE RETIREMENT	D	5/12/2022	116.14		000276		116.14
0001	ARIZONA STATE RETIREMENT SYSTE							
I-SR PPE 05.07.22	STATE RETIREMENT	D	5/12/2022	7,469.28		000277		7,469.28
0001	ARIZONA STATE RETIREMENT SYSTE							
I-SR2PPE 05.07.22	2018 STATE RETIREMENT	D	5/12/2022	5,757.70		000278		5,757.70
0074	INTERNAL REVENUE SERVICE							
I-T1 PPE 05.07.22	FEDERAL TAXES	D	5/12/2022	6,582.70		000279		
I-T3 PPE 05.07.22	FICA WITHHOLDING	D	5/12/2022	10,028.60		000279		
I-T4 PPE 05.07.22	MEDICARE WITHHOLDING	D	5/12/2022	2,345.48		000279		18,956.78
0072	KAIROS HEALTH ARIZONA, INC							
I-2ECPPE 05.07.22	HEALTH INSURANCE	D	5/12/2022	1,295.52		000280		
I-2EFPPE 05.07.22	HEALTH INSURANCE	D	5/12/2022	657.53		000280		
I-2EOPPE 05.07.22	HEALTH INSURANCE	D	5/12/2022	1,309.95		000280		
I-2ESPPE 05.07.22	HEALTH INSURANCE	D	5/12/2022	519.99		000280		
I-2HSPPE 05.07.22	HEALTH SAVINGS ACCOUNT	D	5/12/2022	1,729.28		000280		
I-CEOPPE 05.07.22	HEALTH INSURANCE	D	5/12/2022	394.92		000280		
I-CESPPE 05.07.22	HEALTH INSURANCE	D	5/12/2022	3,152.60		000280		
I-DECPPE 05.07.22	DENTAL INSURANCE	D	5/12/2022	159.20		000280		
I-DEFPPE 05.07.22	DENTAL INSURANCE	D	5/12/2022	296.28		000280		
I-DEOPPE 05.07.22	DENTAL INSURANCE	D	5/12/2022	227.04		000280		
I-DESPPE 05.07.22	DENTAL INSURANCE	D	5/12/2022	306.40		000280		
I-HECPPE 05.07.22	HEALTH INSURANCE	D	5/12/2022	1,917.52		000280		

VENDOR SET: 01 Town of Clarkdale

BANK: POOL POOLED CASH

DATE RANGE: 5/01/2022 THRU 5/31/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-HEFPPE 05.07.22	HEALTH INSURANCE	D	5/12/2022	2,923.68		000280		
I-HEOPPE 05.07.22	HEALTH INSURANCE	D	5/12/2022	581.22		000280		
I-HESPPE 05.07.22	HEALTH INSURANCE	D	5/12/2022	2,856.97		000280		
I-HSAPPE 05.07.22	HEALTH SAVINGS ACCOUNT	D	5/12/2022	2,268.96		000280		
I-OEOPPE 05.07.22	HEALTH INSURANCE	D	5/12/2022	1,579.68		000280		
I-VECPPE 05.07.22	VISION INSURANCE	D	5/12/2022	37.45		000280		
I-VEFPPE 05.07.22	VISION INSURANCE	D	5/12/2022	47.84		000280		
I-VEOPPE 05.07.22	VISION INSURANCE	D	5/12/2022	31.50		000280		
I-VESPPE 05.07.22	VISION INSURANCE	D	5/12/2022	49.00		000280		
I-VLCPPE 05.07.22	LIFE INSURANCE	D	5/12/2022	1.40		000280		
I-VLEPPE 05.07.22	LIFE INSURANCE	D	5/12/2022	61.97		000280		
I-VLSPPE 05.07.22	LIFE INSURANCE	D	5/12/2022	2.09		000280		22,407.99
0895	NATIONWIDE TRUST CO. FBO NRS							
I-NRSPPE 05.07.22	ASRS SSDP 457 PLAN	D	5/12/2022	370.00		000281		
I-NWPPPE 05.07.22	PSPRS DEF CONT PRETAX	D	5/12/2022	396.18		000281		
I-NWRPPE 05.07.22	ASRS SSDP 457 R PLAN	D	5/12/2022	260.00		000281		1,026.18
0069	CITY OF COTTONWOOD							
I-0005016	CITY OF COTTONWOOD	V	5/12/2022	34,500.00		000282		34,500.00
0069	CITY OF COTTONWOOD							
B-CHECK	CITY OF COTTONWOOD	VOIDED	V	5/12/2022		000282		34,500.00CR
0006	AMERICAN FAMILY LIFE ASSURANCE							
I-APRPPE 05.21.22	AFLAC	D	5/26/2022	43.68		000283		
I-APSPPE 05.21.22	AFLAC POST TAX	D	5/26/2022	60.84		000283		104.52
0075	ARIZONA DEPARTMENT OF REVENUE-							
I-T2 PPE 05.21.22	13-052014X STATE TAXES	D	5/26/2022	2,112.70		000284		2,112.70
0009	ARIZONA PUBLIC SAFETY RETIREME							
I-PDDPPE 05.21.22	PSPRS DC T3	D	5/26/2022	33.26		000285		
I-PL3PPE 05.21.22	SYSTEM 105 LEGACY T3	D	5/26/2022	1,499.67		000285		
I-PS1PPE 05.21.22	SYSTEM 105 TIER 1	D	5/26/2022	1,152.85		000285		
I-PS3PPE 05.21.22	SYSTEM 105 TIER 3	D	5/26/2022	1,320.18		000285		
I-PSLPPE 05.21.22	SYSTEM 105 LEGACY	D	5/26/2022	2,384.29		000285		
I-PSRPPE 05.21.22	SYSTEM 105 TIER 2	D	5/26/2022	2,195.69		000285		8,585.94
0001	ARIZONA STATE RETIREMENT SYSTE							
I-ACRPPE 05.21.22	ACR STATE RETIREMENT	D	5/26/2022	80.94		000286		80.94
0001	ARIZONA STATE RETIREMENT SYSTE							
I-LT2PPE 05.21.22	2018 STATE LTD	D	5/26/2022	91.50		000287		91.50

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0001	ARIZONA STATE RETIREMENT SYSTE							
I-LTDPPE 05.21.22	STATE RETIREMENT	D	5/26/2022	115.18		000288		115.18
0001	ARIZONA STATE RETIREMENT SYSTE							
I-SR PPE 05.21.22	STATE RETIREMENT	D	5/26/2022	7,408.96		000289		7,408.96
0001	ARIZONA STATE RETIREMENT SYSTE							
I-SR2PPE 05.21.22	2018 STATE RETIREMENT	D	5/26/2022	5,882.56		000290		5,882.56
0074	INTERNAL REVENUE SERVICE							
I-T1 PPE 05.21.22	FEDERAL TAXES	D	5/26/2022	5,782.47		000291		
I-T3 PPE 05.21.22	FICA WITHHOLDING	D	5/26/2022	9,829.40		000291		
I-T4 PPE 05.21.22	MEDICARE WITHHOLDING	D	5/26/2022	2,298.86		000291		17,910.73
0072	KAIROS HEALTH ARIZONA, INC							
I-2ECPPE 05.21.22	HEALTH INSURANCE	D	5/26/2022	1,295.52		000292		
I-2EFPPE 05.21.22	HEALTH INSURANCE	D	5/26/2022	657.53		000292		
I-2EOPPE 05.21.22	HEALTH INSURANCE	D	5/26/2022	1,309.95		000292		
I-2ESPPE 05.21.22	HEALTH INSURANCE	D	5/26/2022	519.99		000292		
I-2HSPPE 05.21.22	HEALTH SAVINGS ACCOUNT	D	5/26/2022	1,729.28		000292		
I-CEOPPE 05.21.22	HEALTH INSURANCE	D	5/26/2022	394.92		000292		
I-CESPPE 05.21.22	HEALTH INSURANCE	D	5/26/2022	1,576.30		000292		
I-DECPPE 05.21.22	DENTAL INSURANCE	D	5/26/2022	159.20		000292		
I-DEFPPE 05.21.22	DENTAL INSURANCE	D	5/26/2022	296.28		000292		
I-DEOPPE 05.21.22	DENTAL INSURANCE	D	5/26/2022	227.04		000292		
I-DESPPE 05.21.22	DENTAL INSURANCE	D	5/26/2022	229.80		000292		
I-HECPPE 05.21.22	HEALTH INSURANCE	D	5/26/2022	1,917.52		000292		
I-HEFPPE 05.21.22	HEALTH INSURANCE	D	5/26/2022	2,923.68		000292		
I-HEOPPE 05.21.22	HEALTH INSURANCE	D	5/26/2022	581.22		000292		
I-HESPPE 05.21.22	HEALTH INSURANCE	D	5/26/2022	2,856.97		000292		
I-HSAPPE 05.21.22	HEALTH SAVINGS ACCOUNT	D	5/26/2022	2,268.96		000292		
I-OEOPPE 05.21.22	HEALTH INSURANCE	D	5/26/2022	1,579.68		000292		
I-VECPPE 05.21.22	VISION INSURANCE	D	5/26/2022	37.45		000292		
I-VEFPPE 05.21.22	VISION INSURANCE	D	5/26/2022	47.84		000292		
I-VEOPPE 05.21.22	VISION INSURANCE	D	5/26/2022	31.50		000292		
I-VESPPE 05.21.22	VISION INSURANCE	D	5/26/2022	35.00		000292		
I-VLCPPE 05.21.22	LIFE INSURANCE	D	5/26/2022	1.40		000292		
I-VLEPPE 05.21.22	LIFE INSURANCE	D	5/26/2022	61.97		000292		
I-VLSPPE 05.21.22	LIFE INSURANCE	D	5/26/2022	2.09		000292		20,741.09
0895	NATIONWIDE TRUST CO. FBO NRS							
I-NRSPPE 05.21.22	ASRS SSDP 457 PLAN	D	5/26/2022	370.00		000293		
I-NWPPPE 05.21.22	PSPRS DEF CONT PRETAX	D	5/26/2022	359.06		000293		
I-NWRPPE 05.21.22	ASRS SSDP 457 R PLAN	D	5/26/2022	260.00		000293		989.06

VENDOR SET: 01 Town of Clarkdale

BANK: POOL POOLED CASH

DATE RANGE: 5/01/2022 THRU 5/31/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0012	ARIZONA MUNICIPAL RISK RETENTI							
I-40000872-04042022	ARIZONA MUNICIPAL RISK RETENTI	D	5/31/2022	318.00		000298		318.00
0010	ARIZONA PUBLIC SERVICE							
C-0037170000 42122	APS: AUTOPAY DISC 1000A MAIN	D	5/31/2022	0.48CR	0.48	000299		
0010	ARIZONA PUBLIC SERVICE							
C-0434551000DISC 422	APS: AUTOPAY DISC 42122	D	5/31/2022	0.48CR	0.48	000300		
0010	ARIZONA PUBLIC SERVICE							
C-10 LOC DISC 42122	APS: 10 LOC AUTOPAY DISC 4-22	D	5/31/2022	0.48CR	0.48	000301		
0010	ARIZONA PUBLIC SERVICE							
C-12 LOCATIONS 4-22	APS: 12 LOCATIONS AUTOPAY DISC	D	5/31/2022	0.48CR	0.48	000302		
0010	ARIZONA PUBLIC SERVICE							
C-4 LOC DISC 4-20-22	APS: 4 LOC AUTOPAY DISC 4-22	D	5/31/2022	0.48CR	0.48	000303		
0010	ARIZONA PUBLIC SERVICE							
C-4259121000-042122	AUTOPAY DISC 42122-4259121000	D	5/31/2022	0.48CR	0.48	000304		
0010	ARIZONA PUBLIC SERVICE							
C-6112501000DISC 422	APS: 654 HAYNES AUTOPAY DISC	D	5/31/2022	0.48CR	0.48	000305		
0010	ARIZONA PUBLIC SERVICE							
C-WWTP 375SBDWY 4-22	APS: AUTOPAYDISC WW/WATER 4-22	D	5/31/2022	0.48CR	0.48	000306		
0010	ARIZONA PUBLIC SERVICE							
I-0037170000 42122	APS: 1000A MAIN ST 42122	D	5/31/2022	78.52		000307		78.52
0010	ARIZONA PUBLIC SERVICE							
I-0434451000 41422	APS: CLARKDALE ST LIGHTS 4-22	D	5/31/2022	1,648.62		000308		1,648.62
0010	ARIZONA PUBLIC SERVICE							
I-10 LOCATNS 4-21-22	APS: 10 LOCATIONS 4-21-22	D	5/31/2022	5,801.96		000309		5,801.96
0010	ARIZONA PUBLIC SERVICE							
I-12 LOCATIONS 42722	APS: 12 LOCATIONS	D	5/31/2022	2,191.23		000310		2,191.23
0010	ARIZONA PUBLIC SERVICE							
I-4259121000-042122	APS: WWTP 375 BROADWAY	D	5/31/2022	5,658.70		000311		5,658.70
0010	ARIZONA PUBLIC SERVICE							
I-5025593844 42122	APS: 1720 W 89A WELL 3 4-22	D	5/31/2022	11.22		000312		11.22

VENDOR SET: 01

Town of Clarkdale

BANK: POOL POOLED CASH

DATE RANGE: 5/01/2022 THRU 5/31/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0010	ARIZONA PUBLIC SERVICE							
I-6112501000 42122	APS: 654 HAYNES DR LITES 42122	D	5/31/2022	57.44		000313		57.44
0010	ARIZONA PUBLIC SERVICE							
I-8074880000 42022	APS: 4 LOCATIONS 4-20-22	D	5/31/2022	417.71		000314		417.71
0010	ARIZONA PUBLIC SERVICE							
I-8992044261-42122	APS: 375 S BROADWAY WWTP	D	5/31/2022	83.61		000315		83.61
0001	ARIZONA STATE RETIREMENT SYSTE							
I-CWOODRUFF 425-5622	ARIZONA STATE RETIREMENT SYSTE	D	5/31/2022	392.45		000316		392.45
0001	ARIZONA STATE RETIREMENT SYSTE							
I-WOODRUFF PPE 52122	ARIZONA STATE RETIREMENT SYSTE	D	5/31/2022	321.32		000317		321.32
0998	ASSURED DOCUMENT DESTRUCTION I							
I-400616	ASSURED DOCUMENT DESTRUCTION I	D	5/31/2022	105.00		000318		105.00
0068	CHASE CREDIT CARD SERVICES							
C-1089027 REF 42522	CHASE: AMAZON REFUND	D	5/31/2022	39.58CR		000319		
C-8045065 REF 042622	CHASE: AMAZON REFUND	D	5/31/2022	112.02CR		000319		
C-DOCUSIGNREF 42222	CHASE: DOCUSIGN REFUND	D	5/31/2022	356.82CR		000319		
C-WP31247638	CHASE: HOME DEPOT	D	5/31/2022	624.89CR		000319		
I-0012426134817	CHASE: AMERICAN AIRLINES	D	5/31/2022	447.20		000319		
I-03392-18842344	CHASE: CANVA	D	5/31/2022	119.40		000319		
I-0419229648	CHASE: THREE LEAVES LLC	D	5/31/2022	396.67		000319		
I-0423	CHASE: HOME DEPOT	D	5/31/2022	9.06		000319		
I-1017992	CHASE: LITTLE CAESARS	D	5/31/2022	67.61		000319		
I-1033	CHASE: HELIOS	D	5/31/2022	195.00		000319		
I-1081511707 #2	CHASE: B&H PHOTO	D	5/31/2022	242.83		000319		
I-11	CHASE: MAIN STREET CAFE	D	5/31/2022	74.76		000319		
I-137435	CHASE: AZDEQ	D	5/31/2022	65.00		000319		
I-137959	CHASE: AZDEQ	D	5/31/2022	65.00		000319		
I-144839692	CHASE: COSTCO	D	5/31/2022	2,111.99		000319		
I-22125746 042222	CHASE: SPARKLETTTS	D	5/31/2022	53.36		000319		
I-2277827	CHASE: AMAZON	D	5/31/2022	25.88		000319		
I-263	CHASE: COMMELLO MEDIA	D	5/31/2022	1,400.00		000319		
I-326690	CHASE: ICMA ONLINE	D	5/31/2022	200.00		000319		
I-3293869	CHASE: AMERICAN PLANNING ASSOC	D	5/31/2022	355.00		000319		
I-3553021	CHASE: AMAZON	D	5/31/2022	22.22		000319		
I-356074	CHASE: BASHAS	D	5/31/2022	43.74		000319		
I-450668	CHASE: TRACTOR SUPPLY CO	D	5/31/2022	25.25		000319		
I-4908218	CHASE: AMAZON	D	5/31/2022	14.27		000319		
I-5672190	CHASE: MEETINGS & CONCIERGES	D	5/31/2022	750.00		000319		
I-575-432423	CHASE: BANNER BUZZ	D	5/31/2022	377.60		000319		
I-6118928/1	CHASE: LARRY GREEN CHEVROLET	D	5/31/2022	170.00		000319		
I-74633240	CHASE: WEBSTAUANT STORE	D	5/31/2022	271.90		000319		
I-8	CHASE: TORTAS DE FUEGO	D	5/31/2022	30.72		000319		

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I-9	CHASE: CORBIN & ASSOCIATES	D	5/31/2022	385.00		000319		
I-9231529	CHASE: PROVANTAGE	D	5/31/2022	23.19		000319		
I-9236999	CHASE: PROVANTAGE	D	5/31/2022	4,067.04		000319		
I-9237593	CHASE: PROVANTAGE	D	5/31/2022	12,932.46		000319		
I-932151	CHASE: PROFORCE ONLINE	D	5/31/2022	183.81		000319		
I-9594647 042122	CHASE: AMAZON	D	5/31/2022	36.46		000319		
I-9DL26231RU577661K	CHASE: HULU	D	5/31/2022	7.38		000319		
I-ADOBE 042622	CHASE: ADOBE	D	5/31/2022	58.21		000319		
I-CDRPC 042922	CHASE: CDRPC	D	5/31/2022	35.00		000319		
I-CHK #9	CHASE: TORTAS DE FUEGO	D	5/31/2022	15.36		000319		
I-CLBREADY 041322	CHASE: CLUB READY	D	5/31/2022	157.28		000319		
I-COLT 804 CHECK #1	CHASE: COLT 804 GRILL	D	5/31/2022	121.41		000319		
I-DOLLAR GEN 042122	CHASE: DOLLAR GENERAL	D	5/31/2022	13.46		000319		
I-DOLLAR GEN#2 42122	CHASE: DOLLAR GENERAL	D	5/31/2022	27.55		000319		
I-INV145988754	CHASE: ZOOM	D	5/31/2022	100.00		000319		
I-OFFICE DEPOT 42922	CHASE: OFFICE DEPOT	D	5/31/2022	60.18		000319		
I-PRO SILVER 042322	CHASE: SIGN UP GENIUS	D	5/31/2022	11.99		000319		
I-R3382584071	CHASE: BOOK ONLINE	D	5/31/2022	121.56		000319		
I-R3382587291	CHASE: BOOK ONLINE	D	5/31/2022	121.56		000319		
I-RTS267077	CHASE: SMARTSIGN	D	5/31/2022	183.89		000319		
I-RTS267922	CHASE: SMARTSIGN	D	5/31/2022	31.10		000319		
I-SAFEWAY 041422	CHASE: SAFEWAY	D	5/31/2022	35.39		000319		
I-SAFEWAY 050322	CHASE: SAFEWAY	D	5/31/2022	75.58		000319		
I-SR0836828097	CHASE: TEMI	D	5/31/2022	19.00		000319		
I-WB10527485	CHASE: HOME DEPOT	D	5/31/2022	384.46		000319		25,609.47
0069	CITY OF COTTONWOOD							
I-0004984	CITY OF COTTONWOOD	D	5/31/2022	7,493.94		000320		
I-0005018	CITY OF COTTONWOOD	D	5/31/2022	7,493.94		000320		14,987.88
0347	HOME DEPOT CREDIT SERVICES							
C-CREDIT 2091904	HOME DEPOT CREDIT SERVICES	D	5/31/2022	4.48CR		000321		
I-2091904	HOME DEPOT CREDIT SERVICES	D	5/31/2022	245.80		000321		
I-30046	HOME DEPOT CREDIT SERVICES	D	5/31/2022	87.05		000321		
I-7520902	HOME DEPOT CREDIT SERVICES	D	5/31/2022	87.31		000321		415.68
0542	INTERIM PUBLIC MANAGEMENT, LLC							
I-2914	INTERIM PUBLIC MANAGEMENT, LLC	D	5/31/2022	4,528.74		000322		4,528.74
0072	KAIROS HEALTH ARIZONA, INC							
I-D HUNSEDER MAY 22	KAIROS HEALTH ARIZONA, INC	D	5/31/2022	1,121.00		000323		1,121.00
0260	PITNEY BOWES GLOBAL FINANCIAL							
I-3105471855	PITNEY BOWES GLOBAL FINANCIAL	D	5/31/2022	211.24		000324		211.24

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0067	UNISOURCE ENERGY SERVICES							
I-CLUBHOUSE 051222	UNISOURCE: CLUBHOUSE	D	5/31/2022	25.48		000325		
I-COMM DEV 051222	UNISOURCE: COMM DEV	D	5/31/2022	23.18		000325		
I-LIBRARY 051222	UNISOURCE: LIBRARY	D	5/31/2022	21.64		000325		
I-MUSEUM 051222	UNISOURCE: MUSEUM (OLD MVD)	D	5/31/2022	25.48		000325		
I-POLICE 051222	UNISOURCE: POLICE DEPT	D	5/31/2022	21.64		000325		
I-SHOP 051222	UNISOURCE: SHOP	D	5/31/2022	23.65		000325		
I-TOWNHALL 51222	UNISOURCE : TOWN HALL	D	5/31/2022	21.64		000325		162.71
0033	VERIZON WIRELESS							
I-9904877156	VERIZON WIRELESS	D	5/31/2022	617.58		000326		617.58
0033	VERIZON WIRELESS							
I-9905660929	VERIZON WIRELESS	D	5/31/2022	546.32		000327		546.32
1094	WEX BANK							
I-80511963	WEX BANK	D	5/31/2022	4,129.32		000328		4,129.32
1306	ALICIA A ELY							
I-5176	ALICIA A ELY	R	5/05/2022	143.00		084690		143.00
1030	BADGER METER INC							
I-80097101	BADGER METER INC	R	5/05/2022	124.96		084691		124.96
0081	BIG O TIRES							
I-004053-28482	BIG O TIRES	R	5/05/2022	223.70		084692		223.70
0056	BUG-ME-NOT PEST CONTROL							
I-041222	BUG-ME-NOT PEST CONTROL	R	5/05/2022	670.00		084693		
I-042722A	BUG-ME-NOT PEST CONTROL	R	5/05/2022	22.00		084693		
I-042722B	BUG-ME-NOT PEST CONTROL	R	5/05/2022	56.00		084693		748.00
0181	FOUR-D, LLC.							
I-00000842	FOUR-D, LLC.	R	5/05/2022	7,101.25		084694		7,101.25
0712	JUSTIFACTS CREDENTIAL VERIFICA							
I-345502	JUSTIFACTS CREDENTIAL VERIFICA	R	5/05/2022	70.20		084695		
I-348668	JUSTIFACTS CREDENTIAL VERIFICA	R	5/05/2022	56.85		084695		127.05
0534	LC DISTRIBUTION LLC							
I-174218	LC DISTRIBUTION LLC	R	5/05/2022	31.00		084696		31.00
0646	LINDE GAS & EQUIPMENT INC							
I-10040034	LINDE GAS & EQUIPMENT INC	R	5/05/2022	3,690.53		084697		3,690.53

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1068	NAPA AUTO PARTS							
C-288858	NAPA AUTO PARTS	R	5/05/2022	54.38CR		084698		
I-286988	NAPA AUTO PARTS	R	5/05/2022	5.81		084698		
I-287055	NAPA AUTO PARTS	R	5/05/2022	203.04		084698		
I-287404	NAPA AUTO PARTS	R	5/05/2022	30.15		084698		
I-287793	NAPA AUTO PARTS	R	5/05/2022	106.66		084698		
I-287878	NAPA AUTO PARTS	R	5/05/2022	14.82		084698		
I-288403	NAPA AUTO PARTS	R	5/05/2022	43.79		084698		
I-288782	NAPA AUTO PARTS	R	5/05/2022	30.93		084698		
I-288791	NAPA AUTO PARTS	R	5/05/2022	193.94		084698		
I-288794	NAPA AUTO PARTS	R	5/05/2022	43.92		084698		
I-288837	NAPA AUTO PARTS	R	5/05/2022	2.56		084698		
I-288983	NAPA AUTO PARTS	R	5/05/2022	30.25		084698		
I-289066	NAPA AUTO PARTS	R	5/05/2022	55.85		084698		707.34
0696	NEXTCARE ARIZONA LLC							
I-SCREEN 14316823	NEXTCARE ARIZONA LLC	R	5/05/2022	50.00		084700		50.00
0049	NICE JONS, INC							
I-42553	NICE JONS, INC	R	5/05/2022	374.00		084701		374.00
0789	NICK OF TIME PRODUCTIONS							
I-INV-201075	NICK OF TIME PRODUCTIONS	R	5/05/2022	140.00		084702		
I-INV-201076	NICK OF TIME PRODUCTIONS	R	5/05/2022	105.00		084702		245.00
0161	PATRIOT DISPOSAL, INC.							
I-PATRIOT 04-2022	PATRIOT DISPOSAL, INC.	R	5/05/2022	20,529.00		084703		20,529.00
0029	PETTY CASH							
I-05052022	PETTY CASH	R	5/05/2022	80.00		084704		80.00
0699	POLYDYNE INC							
I-1635730	POLYDYNE INC	R	5/05/2022	1,688.42		084705		1,688.42
1284	RANDI STEPHENS							
I-04262022	RANDI STEPHENS	R	5/05/2022	75.95		084706		75.95
1107	RED ROCK CREATIVE CONCRETE							
I-739	RED ROCK CREATIVE CONCRETE	R	5/05/2022	4,500.00		084707		4,500.00
0334	STAPLES ADVANTAGE, INC							
I-8066008544	STAPLES ADVANTAGE, INC	R	5/05/2022	58.37		084708		58.37

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0030	USA BLUEBOOK							
I-959913	USA BLUEBOOK	R	5/05/2022	272.34		084709		272.34
1259	USIC LOCATING SERVICES LLC							
I-507137	USIC LOCATING SERVICES LLC	R	5/05/2022	1,080.00		084710		1,080.00
0856	VERDE RIVER INSTITUTE INC							
I-042722-2	VERDE RIVER INSTITUTE INC	R	5/05/2022	150.00		084711		150.00
0002	VERDE VALLEY HARDWARE							
C-43059	VERDE VALLEY HARDWARE	R	5/05/2022	9.88CR		084712		
I-42211	VERDE VALLEY HARDWARE	R	5/05/2022	5.48		084712		
I-42261	VERDE VALLEY HARDWARE	R	5/05/2022	27.21		084712		
I-42276	VERDE VALLEY HARDWARE	R	5/05/2022	10.53		084712		
I-42308	VERDE VALLEY HARDWARE	R	5/05/2022	19.75		084712		
I-42339	VERDE VALLEY HARDWARE	R	5/05/2022	18.89		084712		
I-42340	VERDE VALLEY HARDWARE	R	5/05/2022	5.48		084712		
I-42358	VERDE VALLEY HARDWARE	R	5/05/2022	27.58		084712		
I-42360	VERDE VALLEY HARDWARE	R	5/05/2022	13.15		084712		
I-42495	VERDE VALLEY HARDWARE	R	5/05/2022	42.36		084712		
I-42547	VERDE VALLEY HARDWARE	R	5/05/2022	66.47		084712		
I-42552	VERDE VALLEY HARDWARE	R	5/05/2022	20.14		084712		
I-42592	VERDE VALLEY HARDWARE	R	5/05/2022	372.52		084712		
I-42624	VERDE VALLEY HARDWARE	R	5/05/2022	17.55		084712		
I-42683	VERDE VALLEY HARDWARE	R	5/05/2022	36.18		084712		
I-42696	VERDE VALLEY HARDWARE	R	5/05/2022	13.17		084712		
I-42799	VERDE VALLEY HARDWARE	R	5/05/2022	80.77		084712		
I-42816	VERDE VALLEY HARDWARE	R	5/05/2022	30.93		084712		
I-42839	VERDE VALLEY HARDWARE	R	5/05/2022	24.15		084712		
I-42844	VERDE VALLEY HARDWARE	R	5/05/2022	2.85		084712		
I-42947	VERDE VALLEY HARDWARE	R	5/05/2022	90.23		084712		
I-42997	VERDE VALLEY HARDWARE	R	5/05/2022	53.76		084712		
I-43054	VERDE VALLEY HARDWARE	R	5/05/2022	9.88		084712		
I-43060	VERDE VALLEY HARDWARE	R	5/05/2022	39.51		084712		
I-43078	VERDE VALLEY HARDWARE	R	5/05/2022	88.91		084712		
I-43114	VERDE VALLEY HARDWARE	R	5/05/2022	1.59		084712		
I-43194	VERDE VALLEY HARDWARE	R	5/05/2022	10.97		084712		
I-43208	VERDE VALLEY HARDWARE	R	5/05/2022	6.57		084712		
I-43212	VERDE VALLEY HARDWARE	R	5/05/2022	5.49		084712		
I-43224	VERDE VALLEY HARDWARE	R	5/05/2022	65.09		084712		1,197.28
1162	YAVAPAI COUNTY EDUCATION TECHN							
I-21-1343	YAVAPAI COUNTY EDUCATION TECHN	R	5/05/2022	340.00		084717		340.00

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1008	CALIFORNIA STATE DISBURSEMENT							
I-IWOPPE 05.07.22	REMIT ID 200000000501196	R	5/12/2022	21.23		084718		21.23
0073	SUPPORT PAYMENT CLEARINGHOUSE							
I-GO3PPE 05.07.22	REMIT ID 0003081545-00	R	5/12/2022	188.30		084719		188.30
0054	#1 FOOD STORE							
I-5445761	#1 FOOD STORE	R	5/12/2022	7.96		084720		7.96
1214	ANGELICA WALDSCHMIDT							
I-DOMINOS 5-5-22	ANGELICA WALDSCHMIDT	R	5/12/2022	59.26		084721		
I-PW 4-26-22	ANGELICA WALDSCHMIDT	R	5/12/2022	121.68		084721		180.94
1308	ARIZONA PUBLIC SERVICE COMPANY							
I-AR0480008277	ARIZONA PUBLIC SERVICE COMPANY	R	5/12/2022	160.44		084722		160.44
1147	ARIZONA STATE UNIVERSITY							
I-CI-0069475	ARIZONA STATE UNIVERSITY	R	5/12/2022	1,667.00		084723		1,667.00
1307	ASCENTIS CORPORATION							
I-SI-120311	ASCENTIS CORPORATION	R	5/12/2022	202.67		084724		
I-SI-122512	ASCENTIS CORPORATION	R	5/12/2022	202.67		084724		405.34
0931	AUTOZONE PARTS INC							
I-2781408916	AUTOZONE PARTS INC	R	5/12/2022	55.42		084725		
I-2781414359	AUTOZONE PARTS INC	R	5/12/2022	21.74		084725		77.16
1299	CARLTON WOODRUFF							
I-20223	CARLTON WOODRUFF	R	5/12/2022	3,840.00		084726		3,840.00
0058	CENTURY LINK							
I-04252022TW	CENTURY LINK	R	5/12/2022	704.96		084727		704.96
1035	CONTRACT WASTEWATER OPERATIONS							
I-1015216	CONTRACT WASTEWATER OPERATIONS	R	5/12/2022	11,362.00		084728		11,362.00
1101	DUO SECURITY LLC							
I-INV13733975	DUO SECURITY LLC	R	5/12/2022	1,186.38		084729		1,186.38
1200	THE EMPLOYMENT NETWORK MAGAZIN							
I-30705	THE EMPLOYMENT NETWORK MAGAZIN	R	5/12/2022	75.00		084730		75.00
1043	INFINITY UNIFORM							
I-050722CPD JACKSON	INFINITY UNIFORM	R	5/12/2022	931.11		084731		931.11

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0108	KONICA MINOLTA, INC.							
I-279791458	KONICA MINOLTA, INC.	R	5/12/2022	125.41		084732		125.41
1194	NOVATIME TECHNOLOGY INC							
I-SI-115865	NOVATIME TECHNOLOGY INC	R	5/12/2022	191.47		084733		
I-SI-118035	NOVATIME TECHNOLOGY INC	R	5/12/2022	201.29		084733		392.76
0161	PATRIOT DISPOSAL, INC.							
I-220430107369	PATRIOT DISPOSAL, INC.	R	5/12/2022	308.00		084734		
I-220501102273	PATRIOT DISPOSAL: TUZIGOOT	R	5/12/2022	53.50		084734		361.50
0031	THE VERDE INDEPENDENT							
I-163304 4/1-4/30/22	THE VERDE INDEPENDENT	R	5/12/2022	102.06		084735		102.06
0729	VVREO							
I-355	VVREO	R	5/12/2022	300.00		084736		
I-370	VVREO	R	5/12/2022	1,000.00		084736		1,300.00
0069	CITY OF COTTONWOOD							
I-0005016	CITY OF COTTONWOOD	R	5/12/2022	Reissue		084737		34,500.00
1104	COVENANT PAINTING							
I-CP05122022	COVENANT PAINTING	R	5/16/2022	3,900.00		084738		3,900.00
0325	A BETTER CONNECTION							
I-51801305102022	A BETTER CONNECTION	R	5/19/2022	179.66		084739		179.66
0015	BOYLE, PECHARICH, CLINE, WHITT							
I-57348	BOYLE, PECHARICH, CLINE, WHITT	R	5/19/2022	2,632.74		084740		
I-57349	BOYLE, PECHARICH, CLINE, WHITT	R	5/19/2022	899.25		084740		3,531.99
0058	CENTURY LINK							
I-292484731	CENTURY LINK	R	5/19/2022	44.92		084741		44.92
1280	CHARITY BROOKS							
I-OFFICEMAX 5922	CHARITY BROOKS	R	5/19/2022	29.63		084742		29.63
1310	DOCUSIGN INC LOCKBOX							
I-INV32884266	DOCUSIGN INC LOCKBOX	R	5/19/2022	2,122.30		084743		2,122.30
1311	ELLIOTT D POLLACK & COMPANY CO							
I-4127	ELLIOTT D POLLACK & COMPANY CO	R	5/19/2022	4,250.00		084744		4,250.00

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0658	KATHY CWIOK							
I-ASRS 051822	KATHY CWIOK	R	5/19/2022	215.00		084745		215.00
0025	LEGEND TECHNICAL SVC OF AZ, IN							
I-2206547	LEGEND TECHNICAL SVC OF AZ, IN	R	5/19/2022	576.00		084746		576.00
0263	MISSION COMMUNICATIONS, LLC							
I-1064397	MISSION COMMUNICATIONS, LLC	R	5/19/2022	1,264.80		084747		1,264.80
0029	PETTY CASH							
I-PETTY CASH 51922	PETTY CASH	R	5/19/2022	70.00		084748		70.00
1284	RANDI STEPHENS							
I-01754-00001	RANDI STEPHENS	R	5/19/2022	38.44		084749		
I-DOLLAR GEN 51822	RANDI STEPHENS	R	5/19/2022	7.09		084749		45.53
1	REFUND							
I-ARSC INC 51422	ARSC INC	V	5/19/2022	300.00		084750		300.00
1	REFUND	VOIDED						
M-CHECK	REFUND	VOIDED	V	5/19/2022		084750		300.00CR
1	REFUND							
I-RODRIGUEZ 43022	JUAN RODRIGUEZ	V	5/19/2022	440.50		084751		440.50
1	REFUND	VOIDED						
M-CHECK	REFUND	VOIDED	V	5/19/2022		084751		440.50CR
0581	SOUTHWESTERN ENVIRONMENTAL CON							
I-2022-095	SOUTHWESTERN ENVIRONMENTAL CON	R	5/19/2022	1,506.00		084752		1,506.00
0334	STAPLES ADVANTAGE, INC							
I-3507390768	STAPLES ADVANTAGE, INC	R	5/19/2022	43.92		084753		
I-3507390771	STAPLES ADVANTAGE, INC	R	5/19/2022	1.77		084753		45.69
1039	VULCAN MATERIALS COMPANY							
I-80961690	VULCAN MATERIALS COMPANY	R	5/19/2022	3,332.38		084754		3,332.38
0043	WASTE MANAGEMENT							
I-0040592-1571-7	WASTE MANAGEMENT	R	5/19/2022	2,669.10		084755		2,669.10
1	REFUND							
I-ARSC INC 51422	ARSC INC	V	5/19/2022	Reissue		084756		

VENDOR SET: 01 Town of Clarkdale

BANK: POOL POOLED CASH

DATE RANGE: 5/01/2022 THRU 5/31/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1	REFUND	VOIDED						
M-CHECK	REFUND	VOIDED	V 5/19/2022			084756		300.00CR
1	REFUND							
I-RODRIGUEZ 43022	JUAN RODRIGUEZ	V	5/19/2022	Reissue		084757		
1	REFUND	VOIDED						
M-CHECK	REFUND	VOIDED	V 5/19/2022			084757		440.50CR
1	CANYON WREN PROP. MA							
I-000202205183269	US REFUND	R	5/19/2022	26.76		084758		26.76
1	DUNCAN, JESSICA							
I-000202205183268	US REFUND	R	5/19/2022	17.78		084759		17.78
1	GROFF, ORRIN							
I-000202205183265	US REFUND	R	5/19/2022	39.22		084760		39.22
1	HERTZSON, ELEFFERIA							
I-000202205183271	US REFUND	R	5/19/2022	36.88		084761		36.88
1	KNOX, DAVID							
I-000202205183266	US REFUND	R	5/19/2022	6.84		084762		6.84
1	MOSAIC CONSTRUCTION							
I-000202205183262	US REFUND	R	5/19/2022	19.21		084763		19.21
1	MOSAIC CONSTRUCTION							
I-000202205183263	US REFUND	R	5/19/2022	36.57		084764		36.57
1	MOSAIC CONSTRUCTION							
I-000202205183264	US REFUND	R	5/19/2022	18.98		084765		18.98
1	MOSAIC CONSTRUCTION							
I-000202205183270	US REFUND	R	5/19/2022	5.71		084766		5.71
1	TAYLOR, STEVEN							
I-000202205183267	US REFUND	R	5/19/2022	8.21		084767		8.21
1	ARSC INC							
I-ARSC INC 051922	REFUND	R	5/19/2022	300.00		084768		300.00
1	JUAN RODRIGUEZ							
I-RODRIGUEZ 051922	REFUND	R	5/19/2022	440.50		084769		440.50

VENDOR SET: 01 Town of Clarkdale

BANK: POOL POOLED CASH

DATE RANGE: 5/01/2022 THRU 5/31/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1008	CALIFORNIA STATE DISBURSEMENT							
I-IWOPPE 05.21.22	REMIT ID 200000000501196	R	5/26/2022	21.23		084770		21.23
0073	SUPPORT PAYMENT CLEARINGHOUSE							
I-GO3PPE 05.21.22	REMIT ID 0003081545-00	R	5/26/2022	188.30		084771		188.30
0506	ARIZONA LAW ENFORCEMENT RADAR							
I-22-1064	ARIZONA LAW ENFORCEMENT RADAR	R	5/26/2022	618.45		084772		618.45
0081	BIG O TIRES							
I-004053-28668	BIG O TIRES	R	5/26/2022	605.20		084773		605.20
1299	CARLTON WOODRUFF							
I-20224	CARLTON WOODRUFF	R	5/26/2022	3,144.00		084774		3,144.00
0039	CLARKDALE MUNICIPAL WATER UTIL							
I-TOWN 051822	CLARKDALE MUNICIPAL WATER UTIL	R	5/26/2022	2,631.49		084775		2,631.49
1	FAITH LUTHERAN CHURCH							
I-FAITH LUTH 51822	REFUND	R	5/26/2022	50.00		084776		50.00
1221	GRISWOLD INDUSTRIES							
I-844828	GRISWOLD INDUSTRIES	R	5/26/2022	5,009.59		084777		
I-844829	GRISWOLD INDUSTRIES	R	5/26/2022	3,499.27		084777		
I-844830	GRISWOLD INDUSTRIES	R	5/26/2022	2,980.07		084777		11,488.93
0070	HILLYARD							
I-604740358	HILLYARD	R	5/26/2022	611.35		084778		611.35
0534	LC DISTRIBUTION LLC							
I-174822	LC DISTRIBUTION LLC	R	5/26/2022	22.00		084779		22.00
0646	LINDE GAS & EQUIPMENT INC							
I-10372315	LINDE GAS & EQUIPMENT INC	R	5/26/2022	3,357.10		084780		3,357.10
0049	NICE JONS, INC							
I-42842	NICE JONS, INC	R	5/26/2022	93.50		084781		93.50
0789	NICK OF TIME PRODUCTIONS							
I-INV-201087	NICK OF TIME PRODUCTIONS	R	5/26/2022	104.00		084782		104.00
1251	PRESCOTT LAW GROUP PLC							
I-5375	PRESCOTT LAW GROUP PLC	R	5/26/2022	1,500.00		084783		1,500.00

VENDOR SET: 01 Town of Clarkdale
 BANK: POOL POOLED CASH
 DATE RANGE: 5/01/2022 THRU 5/31/2022

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1161	RAYBURN CONTRACTING							
I-RAYBURN ELEC 41222	RAYBURN CONTRACTING	R	5/26/2022	5,300.00		084784		5,300.00
1272	RDO EQUIPMENT CO							
I-P8207234	RDO EQUIPMENT CO	R	5/26/2022	167.49		084785		
I-P8222134	RDO EQUIPMENT CO	R	5/26/2022	197.69		084785		
I-P8225234	RDO EQUIPMENT CO	R	5/26/2022	146.72		084785		511.90
1301	SAN GAU GENERAL UPHOLSTERY LLC							
I-349905	SAN GAU GENERAL UPHOLSTERY LLC	R	5/26/2022	250.00		084786		250.00
0417	SMEALTER CITY IRON WORKS, LTD							
I-79286	SMEALTER CITY IRON WORKS, LTD	R	5/26/2022	275.00		084787		275.00
1121	SPARKLIGHT							
I-109283168 51622	SPARKLIGHT	R	5/26/2022	10.99		084788		
I-112990171 51622	SPARKLIGHT	R	5/26/2022	10.99		084788		21.98
0447	VERDE SOL-AIR SERVICES							
I-VSA05192022	VERDE SOL-AIR SERVICES	R	5/26/2022	45,000.00		084789		45,000.00
0032	VERDE VALLEY HUMANE SOCIETY							
I-TC-05/2022	VERDE VALLEY HUMANE SOCIETY	R	5/26/2022	791.67		084790		791.67

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	92	168,693.00	0.00	202,452.50
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	53	234,300.97	3.84	199,804.81
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	5 VOID DEBITS	35,240.50		
	VOID CREDITS	35,981.00CR	740.50CR	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: POOL TOTALS:	150	402,253.47	3.84	402,257.31
BANK: POOL TOTALS:	150	402,253.47	3.84	402,257.31
REPORT TOTALS:	150	402,253.47	3.84	402,257.31

SELECTION CRITERIA

VENDOR SET: 01-TOWN OF CLARKDALE
VENDOR: ALL
BANK CODES: All
FUNDS: All

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
DATE RANGE: 5/01/2022 THRU 5/31/2022
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
INCLUDE ALL VOIDS: YES

PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES
PRINT G/L: NO
UNPOSTED ONLY: NO
EXCLUDE UNPOSTED: NO
MANUAL ONLY: NO
STUB COMMENTS: NO
REPORT FOOTER: NO
CHECK STATUS: NO
PRINT STATUS: * - All



Staff Report

Item Number: 4.A.

<u>Agenda Item:</u>	Approval of Minutes - Common Council Consider and act upon the draft minutes from the Council Meeting held on May 24, 2022.
<u>Staff Contact:</u>	Charity Brooks, Town Clerk
<u>Meeting Date:</u>	June 14, 2022
<u>Background:</u>	Draft minutes from the Council Meeting held on May 24, 2022.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	Staff recommends approval of the draft minutes for the Council Meeting held on May 24, 2022.



**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE
TUESDAY, MAY 24, 2022 AT 3:00 PM**

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

Join Zoom Meeting

<https://us02web.zoom.us/j/86217847662?pwd=N0FsdmlpSEJ1OUIGM29yNGRiejhjUT09>

Meeting ID: 862 1784 7662

Passcode: 778080

One tap mobile

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, May 24, 2022, at 3:00 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 – *Mayor Prud'homme-Bauer called the meeting to order at 3 p.m.*

2. PUBLIC COMMENT – *No public comment received*

3. INTRODUCTIONS – *Introduced by Mayor Prud'homme-Bauer*

A. Lawrence Jackson - Police Department

4. REPORTS

Departmental Reports (*submitted with Council packet*) –
Summary of written Reports from Town Departments and Other Agencies:

- Building Permit Report
- Magistrate Court Report
- Water and Wastewater Report
- Police Department Report
- CAT/LYNX Transit Report

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 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 Councilmember wished to have an item pulled from The consent agenda. No items were pulled.

A. Approval of Minutes of the Common Council

Consider and act upon the approval of the minutes of the (A) Budget Work Session held on April 26, 2022 and (B) the Budget Work Session held on May 10, 2022 and (C) the Regular Council Meeting held on May 10, 2022.

Action: **Accept Consent Agenda Item A as written:**

Motion: Councilmember O'Neill

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

6. NEW BUSINESS

A. APS Wildfire Safety and Mitigation

APS will give a presentation to the Council regarding wildfire safety and mitigation.
APS representatives Darla Deville and Brandon Echols gave a presentation

regarding wildfire safety and mitigation.

B. Budget Proposal for Fiscal Year 2022-2023

Staff will provide a presentation to the Council regarding the draft budget proposal for fiscal year 2022-2023.

Interim Finance Director, Carlton Woodruff, provided Council with a presentation that outlined the budget process thus far, the budget calendar moving forward, the breakdown of Primary Property Tax, General Fund Revenue and Sales Tax Revenue.

C. Public Hearing - Ordinance # 416 - Consideration for Adoption

Hold a Public Hearing, discuss, consider and act upon adopting Ordinance #416 - Changing portions of Chapter Three, Article Three: 3.3.2, Purchasing in General, 3.3.3 Purchasing Bidding, 3.3.8 Purchase of Town Contracts to be approved by Town Council, and 3.3.9 Purchasing Exceptions of the Town Code of the Town of Clarkdale; Repealing Conflicting Ordinances and Providing Severability.

Mayor Prud-homme-Bauer opened the floor for a public hearing and there were no comments. Following the closing of the public hearing, the item passed unanimously.

Action: Accept Consent Agenda Item A as written:

Motion: Councilmember O'Neill

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

7. FUTURE AGENDA ITEMS

Town Council proposed receiving a report from the Forest Service regarding the dangers of wildfire along the Verde River.

8. ADJOURNMENT – Meeting adjourned unanimously at 4:32 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 May 2022. I further certify that meeting was duly called and held and that a quorum was present.

Date approved by City Council: June 14, 2022

Charity Brooks, Town Clerk



Staff Report

Item Number: 4.B.

Agenda Item:**Fiscal Year 2021-2022 Budget Transfers**

Consider and act upon fiscal year 2021-2022 budget transfers within the adopted budget to reflect year-end expenditures.

Staff Contact:

Susan Guthrie, Town Manager

Meeting Date:

June 14, 2022

Background:

Arizona Revised Statutes Title 42, Chapter 17, Article 3 defines the requirements for the local government budget process. A city or town cannot increase its budget once the budget is approved by its governing body. The Statutes allow for the transfer of budget authority from one budget item to another if all of the following apply:

- The monies are available.
- The transfer is in the public interest and based on a demonstrated need.
- The transfer does not result in a violation of the limitations prescribed in article IX, sections 19 and 20, Constitution of Arizona (i.e., property tax levy and expenditure limitation requirements).
- A majority of the members of the governing body votes affirmatively on the transfer at a public meeting.

Findings:

The adopted budget is a plan of expected financial outcomes to meet the goals and priorities of the Council and community. Often the budget plan will need to be adjusted to deal with unforeseen expenses and/or the release of contingency funds per Council directive.

Town staff continually monitors the status of the adopted budget to ensure we remain on target in meeting Council priorities and compliant with state statutes. Staff identified several instances where budget authority transfers are necessary. The recommended transfers do not increase the overall budget, as they reflect the use of available budget authority from one budget item to another. The recommended transfers in Table 1 conform to the Council-adopted Financial Policies.

Table 1 – Recommended FY 2021-2022 Budget Transfers

Budget Item	Adopted Budget	Transfer	Revised Budget	Reason
Administration	\$197,552	\$50,000	\$247,552	Unanticipated Prof. Services
Human Resources	\$110,713	\$61,000	\$171,713	Unanticipated Prof. Services
Public Works	\$392,179	\$56,000	\$448,179	Unanticipated Prof. Services
Town Wide	\$58,000	\$20,000	\$78,000	Additional IT equipment
Town Wide	\$50,000	\$5,000	\$55,000	Additional Legal Services
Contingency	\$500,000	(\$192,000)	\$308,000	Underutilized Prof. Services
Total	<u>\$1,308,444</u>	<u>\$0</u>	<u>\$1,308,444</u>	

Budget Impact: The recommended transfers do not increase the overall budget, as they reflect the use of available budget authority from one budget item to another.

Recommendation: Staff recommends approval of Fiscal Year 2021-2022 budget transfers as presented.



Staff Report

Item Number: 4.C.

Agenda Item: **Town of Clarkdale Public Safety Personnel Retirement System (PSPRS) Pension Funding Policy**

Consider and act upon the Town of Clarkdale Public Safety Personnel Retirement System Funding Policy for Fiscal Year 2022-2023.

Staff Contact: Susan Guthrie, Town Manager

Meeting Date: June 14, 2022

Background: Per Arizona Revised Statutes (ARS) §38.863.01, beginning on or before July 1, 2019, each governing body of an employer shall annually:

1. Adopt a Pension Funding Policy to include funding objectives that address at least the following:
 - How to maintain stability of the governing body's contributions to the system.
 - How and when the governing body's funding requirements of the system will be met.
 - Defining the governing body's funded ratio target under the system and the timeline for reaching the targeted funded ratio.
2. Formally accept the employer's share of the assets and liabilities under the system based on the system's Actuarial Valuation Report.
3. The governing body shall post the Pension Funding Policy on the governing body's public website.

The Town of Clarkdale's Public Safety Personnel Retirement System (PSPRS) Pension Funding Policy for FY 2022-2023 accepts the audited figures from the June 30, 2021 Actuarial Valuation Report. Additionally, the Policy clearly communicates the Council's pension funding objectives, its commitment to our employees and the sound financial management of the Town.

The Council's goal is to attain a funding ratio of 100% (fully funded) by June 30, 2046 (reflects a 30-year amortization). The council established this goal for the following reasons:

- The PSPRS trust funds represent only the Town's liability.
- The fluctuating cost of an unfunded actuarial accrued liability (UAAL) causes strain on the Town's budget, affecting our ability to provide

services.

- A fully funded pension is the best way to achieve taxpayer and member intergeneration equity.

Per the Policy, Council plans to take the following actions to achieve this goal:

- Maintain the annual required contribution (ARC) payment from operating funds. The Council is committed to maintaining the full annual required contribution (ARC) payment (normal cost and unfunded actuarial accrued liability (UAAL) amortization) from operation funds. The estimated combined annual required contribution for FY 2022-2023 is \$102,563 and will be paid from operating funds without diminishing the Town's services.
- Annually evaluate the General Fund fund balance to determine the availability of any unassigned balances to be allied to the UAAL. The Town has made additional payments of \$540,265 above the ARC since FY 2018 and inclusive of the budgeted payment of \$130,000 to be made before June 30, 2022.

The table below summarizes the Town's pension metrics, since FY 2016-2017:

Valuation Date	Assets	Accrued Liability	Unfunded Actuarial Accrued Liability	Funded Ratio
06/30/21	2,915,332	4,118,642	1,203,310	70.80%
06/30/20	2,631,236	3,981,964	1,350,728	66.10%
06/30/19	2,388,654	3,861,537	1,472,883	61.90%
06/30/18	2,205,292	3,598,987	1,393,695	61.30%
06/30/17	2,020,826	3,469,085	1,448,259	58.30%

Budget Impact: Budgeted payment of \$130,000 to be made before June 30, 2022.

Recommendation: Staff recommends approval of the Town of Clarkdale Public Safety Personnel Retirement System Pension Funding Policy for 2022-2023.

Town of Clarkdale Public Safety Personnel Retirement System Pension Funding Policy 2022-2023

The intent of this policy is to clearly communicate the Council's pension funding objectives and its commitment to our employees and the sound financial management of the Town and to comply with new statutory requirements of Laws 2018, Chapter 112.

Several terms are used throughout this policy:

Unfunded Actuarial Accrued Liability (UAAL) – Is the difference between trust assets and the estimated future cost of pensions earned by employees. This UAAL results from actual results (interest earnings, member mortality, disability rates, etc.) being different from the assumptions used in previous actuarial valuations.

Annual Required Contribution (ARC) – Is the annual amount required to pay into the pension funds, as determined through annual actuarial valuations. It is comprised of two primary components: normal pension cost – which is the estimated cost of pension benefits earned by employees in the current year; and amortization of UAAL – which is the cost needed to cover the unfunded portion of pensions earned by employees in previous years. The UAAL is collected over a period referred to as the amortization period. The ARC is a percentage of the current payroll.

Funded Ratio – Is a ratio of fund assets to actuarial accrued liability. The higher the ratio the better funded the pension is with 100% being fully funded.

Intergenerational equity – Ensures that no generation is burdened by substantially more or less pension costs than past or future generations.

The Town's police employees who are regularly assigned hazardous duty participate in the Public Safety Personnel Retirement System (PSPRS).

Public Safety Personnel Retirement System (PSPRS)

PSPRS is administered as an agent multiple-employer pension plan. An agent multiple-employer plan has two main functions: 1) to commingle assets of all plans under its administration, thus achieving economy of scale for more cost efficient investments, and invest those assets for the benefit of all members under its administration and 2) serve as the statewide uniform administrator for the distribution of benefits.

Under an agent multiple-employer plan each agency participating in the plan has an individual trust fund reflecting that agencies' assets and liabilities. Under this plan all contributions are deposited to and distributions are made from that fund's assets, each fund has its own funded ratio and contribution rate, and each fund has a unique annual actuarial valuation. The Town of Clarkdale has one trust fund for police employees.

Council formally accepts the assets, liabilities, and current funding ratio of the Town's PSPRS trust funds from the June 30, 2021 actuarial valuation, which are detailed below.

Trust Fund	Assets	Accrued Liability	Unfunded Actuarial Accrued Liability	Funded Ratio
Clarkdale Police	2,915,332	4,118,642	1,203,310	70.8%

PSPRS Funding Goal

Pensions that are less than fully funded place the cost of service provided in earlier periods (amortization of UAAL) on the current taxpayers. Fully funded pension plans are the best way to achieve taxpayer and member intergenerational equity. Most funds in PSPRS are significantly underfunded and falling well short of the goal of intergenerational equity.

The Council's PSPRS funding ratio goal is 100% (fully funded) by June 30, 2046.

Council established this goal for the following reasons:

- The PSPRS trust funds represent only the Town of Clarkdale's liability
- The fluctuating cost of an UAAL causes strain on the Town's budget, affecting our ability to provide services
- A fully funded pension is the best way to achieve taxpayer and member intergenerational equity

Council has taken the following actions to achieve this goal:

- Maintain ARC payment from operating revenues – Council is committed to maintaining the full ARC payment (normal cost and UAAL amortization) from operating funds. The estimated combined ARC for fiscal year 2023 is \$102,563 and will be able to be paid from operating funds without diminishing Town services.
- Additional payments above the ARC – Since fiscal year 2018, the Town Council has made additional payments above the ARC from available General Fund reserves totaling \$540,265. Additionally, the Council will annually evaluate the General Fund fund balance to determine the availability of any unassigned balances to be applied to the UAAL.

Based on these actions the Council plans to achieve its goal of 100% funding by June 30, 2046, in accordance with the amortization timeline set forth by the PSPRS June 30, 2021, Actuarial Valuation.



Staff Report

Item Number: 4.D.

-
- Agenda Item:** **Reimbursement Agreement - Clarkdale Historical Society & Museum**
Consider and act upon the 2022-2023 Reimbursement Agreement with the Clarkdale Historical Society & Museum for use of Town facilities.
- Staff Contact:** Joni Westcott, Parks Manager
- Meeting Date:** June 14, 2022
- Background:** In consideration of the wide-ranging and beneficial work done by the Clarkdale Historical Society and Museum (CHSM), in 2011 the Town began executing an annual Reimbursement Agreement to allow discounted use rates.
- It should be noted that the Town also has a separate lease agreement with CHSM that was first approved in August 2011 for use of the two-story Town-owned facility at 900 First North Street where the CHSM is currently located. This agreement establishes that the Town will provide the building at no charge (and sets forth a value for the rent of \$13,188 - \$52,752 year) to the CHSM, in consideration for the following:
- The CHSM will occupy the premises as a primary advocate and representative for Clarkdale's history and heritage, and in doing so shall:
 - Conduct regular events centered on the history and heritage of Clarkdale.
 - Have a museum open to the public, depicting the history and heritage of Clarkdale.
 - Adhere to the terms of any lease and/or loan agreements with Clarkdale.
 - Adhere to other responsibilities as agreed upon by both parties.
- CHSM's current strategic plan initiates increased "history awareness" events in the community. They have accomplished this with their "First Fridays" historical presentations that typically bring in 80 plus attendees. These presentations exhibit CHSM's commitment to educating the community about our abundant history. In addition, CHSM provides free monthly Clubhouse tours to community members and visitors. These tours are allowed at no charge to CHSM.

Below are the proposed changes to the 2022-2023 agreement:

Facility	Days	Events
Men's Lounge	Two (2) <u>One (1)</u> days per year	Historic Annual Home/Building Tour and Annual Meeting
Auditorium	Six (6) <u>Ten (10)</u> Days	History presentations including First Friday's Events (Day before set-up will be at no charge to CHSM).
Clark Memorial Clubhouse/Other	To be determined by Town	Various Building Tours and/or Museum Special Events (each event to be pre-scheduled prior to occurrence.)
Vendor/Informational/Educational Booth	To be determined by Town	Various recreational or educational events (each event to be pre-scheduled prior to occurrence).

Currently the cost for CHSM's use of Town facilities is set at the following discounted rates:

Facility	Standard Resident & Non-Profit Fee/Cost - 24 hrs.	Annual Facility Use Agreement Fee/Cost – 24 hrs.	Discount Fee/Cost - 24 hrs.
Clubhouse Auditorium	\$568.00	\$48.00	(\$520.00)
Clubhouse Men's Lounge	\$448.00	\$22.00	(\$426.00)
Clubhouse Ladies' Lounge/Kitchen	\$448.00	\$37.50	(\$410.50)

Staff proposes the existing reduced fees carry forward in the FY22-23 agreement renewal with the continued belief this demonstrates a strong statement in support of the relationship between CHSM and the Town of Clarkdale.

Budget Impact: No budget impact.

Recommendation: Staff recommends approval of the 2022-2023 Reimbursement Agreement with the Clarkdale Historical Society and Museum for use of Town facilities.

**REIMBURSEMENT AGREEMENT FOR USE OF
TOWN OF CLARKDALE FACILITIES
BY THE CLARKDALE HISTORICAL SOCIETY AND MUSEUM**

Recitals

WHEREAS, the Clarkdale Historical Society and Museum provides public service by preserving the history and heritage of the Town of Clarkdale; and

WHEREAS, the existence of the Clarkdale Historical Society and Museum benefits the citizens of Clarkdale and visitors by having the Town's history and heritage promoted and displayed.

Agreement

THIS AGREEMENT made and entered into as of the 1st day of July 2022, by the Town of Clarkdale, Arizona, hereinafter referred to as "**TOWN**", and the Clarkdale Historical Society and Museum, hereinafter referred to as "**SOCIETY**".

For and in consideration of the mutual covenants hereinafter set forth, and a nominal fee for reimbursement of the **TOWN**'s costs, the **TOWN** hereby allows **SOCIETY** to use the following **TOWN** owned property for recreational or educational uses under the following terms:

Facility	Days	Event
Clark Memorial Clubhouse Men's Lounge	One (1) day per year	Annual Meeting
Clark Memorial Clubhouse Auditorium	Ten (10) Days per year	History presentations including First Friday's Events (Day-before-setup will be at no charge to CHSM)
Clark Memorial Clubhouse/Other	To be determined by the TOWN	Various Building Tours and/or Museum Special Events (each event to be pre-scheduled prior to occurrence).
Vendor/Informational/Educational Booth	To be determined by the TOWN	Various recreational or educational events (each event to be pre-scheduled prior to occurrence).

The parties intend and agree that by this agreement the **TOWN** does not waive the limitation of liability provided to owners who allow use of property for public recreational or educational purposes, pursuant to A.R.S. 33-1551.

I. TERM

The term of this agreement shall be from July 1, 2022, to June 30, 2023.

If the facility used by **SOCIETY** is defaced in any way because of the use by the **SOCIETY**, the **TOWN** has the right to immediately void this agreement.

II. SCHEDULING OF FACILITIES

SOCIETY shall provide notice to the **TOWN** before it shall organize and conduct events/meetings, including, but not limited to, disclosing information regarding the nature, dates, purpose, location, and details of the event. Preference will be given to scheduling events that are Town of Clarkdale sponsored activities and events where the **TOWN** will be reimbursed for expenses. The **TOWN** will notify **SOCIETY** in writing if an event is rejected and those items which specifically lead to the rejection. The **TOWN's** acceptance of said event shall not be unreasonably withheld.

The **SOCIETY** shall execute and submit all required **TOWN** facility use documents and any required cleaning, damage, key, or other deposit at least thirty (30) days prior to each event date.

If **SOCIETY** has not vacated the premises by the ending time(s) scheduled for a specific event, additional reimbursement costs will be due. Said costs will be determined by the **TOWN** at an amount to cover additional staff time or loss of other revenues caused by the **SOCIETY**. The **TOWN** reserves the right to have a member or members of **TOWN** staff on the premises during any period the facility is in use by the **SOCIETY**.

III. USE

The **SOCIETY** shall occupy and use the premises for the purpose(s) and specific date(s) and time(s) scheduled with the **TOWN** and for no other purposes unless scheduled and arranged under separate agreement between the parties.

IV. RULES FOR USE

SOCIETY covenants that no nuisance will be maintained upon the **TOWN** premises herein used. **SOCIETY** will use and occupy the **TOWN** premises in a careful, safe, and proper manner, in accordance with all rules. Any violation of this agreement shall constitute an automatic breach of covenant and shall subject this agreement to immediate cancellation or assessment of additional fees.

1. The person who signs the agreement is the responsible party. This person must be a member of the **SOCIETY** board. This responsibility includes informing everyone involved of the rules of the agreement.
2. No smoking is allowed in any building or public facility owned by the **TOWN**.
3. No alcohol is allowed in any building or public facility owned by the **TOWN** except those functions which have applied for and received specific prior approval by the **TOWN** for use of alcohol.
4. At an approved alcohol event, the Event with Alcohol Deposit as stipulated in the **TOWN's** current Fee Resolution is applicable.
5. At an approved alcohol event, Event Security will be required with a minimum of at least one (1) present, the total number of which shall be determined by the Clarkdale Police

Department. Event Security is defined as a certified police officer, or a certifiable individual as determined and approved by the Clarkdale Police Chief. If Event Security is required, the **SOCIETY** shall reimburse the **TOWN** the cost for said Officer's time and administrative costs at the hourly rate and fees set forth in the current **TOWN** Fee Schedule.

6. The **TOWN** reserves the right to require Event Security presence with certain non-alcohol events. This requirement will be determined on a case-by-case basis by the **TOWN**. Event Security is defined as a certified police officer, or a certifiable individual as determined and approved by the Clarkdale Police Chief. If Event Security is required, the **SOCIETY** shall reimburse the **TOWN** the cost for said Officer's time and administrative costs at the hourly rate and fees set forth in the current **TOWN** Fee Schedule.
7. The **TOWN** reserves the right to require Clubhouse Ambassador Staff presence at any event. This requirement will be determined on a case-by-case basis by the **TOWN**. Clubhouse Ambassador Staff is defined as any on-site facility support. If a Clubhouse Ambassador is required **SOCIETY** shall reimburse the **TOWN**, the cost for said Clubhouse Ambassador Staff at the hourly rate and fees set forth in this Agreement.
8. Special arrangements may be made by the **SOCIETY** and considered by the **TOWN** on a case-by-case basis to accommodate rental company deliveries/pick-ups. If approved, special arrangements will be described in writing, listing delivery/pick-up expectations.
9. If a member of **TOWN** staff is required to assist the **SOCIETY** with setup or takedown functions of any event, the **SOCIETY** shall reimburse the **TOWN** the actual cost for said employee's time and administrative costs at the hourly rates and fees set forth in the current **TOWN** Fee Schedule.
10. If the **TOWN** On-Call Public Works staff member is called out to assist the **SOCIETY** for a non-emergency, the **SOCIETY** shall reimburse the **TOWN** the actual cost for said employee's time and administrative costs at the hourly rates and fees set forth in the current **TOWN** Fee Schedule.
11. Maximum capacity of room/facility as determined by the International Building Code and posted in the facility may not be exceeded.
12. No dragging or rolling of any item(s) across **TOWN** facility floors unless the floors have been adequately protected. It is at the **TOWN**'s discretion as to what meets "adequate" protection and prior to any work commencing a **TOWN** representative must first inspect and approve prior to any item(s) being dragged or rolled across **TOWN** facility floors.
13. Any event preparations requiring protection of **TOWN** facility surfaces is required to be inspected and approved by a **TOWN** representative prior to any work commencing.
14. Nothing is to be put on **TOWN** facility floors without authorization from the **TOWN** (i.e.: sawdust, wax cleaners, plywood, and scaffolding).

15. All decorations, displays or props to be constructed, including, but not limited to, taping, texturing and/or painting, will have all work performed outside of **TOWN** facilities. Any such work requested to be performed inside a **TOWN** facility require protection of floors and walls beforehand and such protection shall be inspected and approved by a **TOWN** representative prior to commencing. Method of proposed protection for walls and floors is to be provided to the **TOWN** representative prior to installation.
16. There will be no stapling, nailing, tacking, taping, or gluing on the floors, walls, ceilings, moldings, doors and/or furniture, etc. of **TOWN** facility for any purpose at any time.
17. Open flames are not allowed in any **TOWN** facility without prior expressed approval by the **TOWN** and the Clarkdale Fire Chief.
18. No uses of the premises are allowed that have not been approved in this Agreement or in other expressed writing by the **TOWN**.
19. Spills will immediately be cleaned by the **SOCIETY** and reported to the **TOWN**. Any required additional cleaning of spills in the facility will be performed by the **TOWN**.
20. In the event of damage to or on the floor or walls of **TOWN** facility, said damage is to be reported immediately to the **TOWN** for any resulting action to be directed accordingly.
21. Trash will be removed from the premises daily and at the conclusion of any event.
22. Outside doors will be locked upon leaving the **TOWN** facility.
23. Heating/Cooling will be returned to the temperature they were set at prior to any event at days end and at the conclusion of any event.
24. All lights will be turned off at days end and at the conclusion of any event.
25. All string, wire, tape and/or decorations will be removed from the **TOWN** facility at the conclusion of any event.
26. Driving of vehicles is prohibited within **TOWN** parks.
27. Staking in **TOWN** parks or on **TOWN** grounds is prohibited. Tents and similar structures in **TOWN** parks or **TOWN** grounds must be weighted down.
28. The **TOWN** may require additional restroom facilities on site for larger events. Should this be a requirement, arrangements for providing such facility(s) including additional costs associated will be the responsibility of the **SOCIETY**.
29. **TOWN** keys cannot be duplicated by the **SOCIETY**. Following the conclusion of an event, if the key(s) to the **TOWN** facility is not returned, the **SOCIETY** hereby agrees to reimburse

the **TOWN** for all costs associated with the re-keying of the **TOWN** facility.

30. Illegal activities are prohibited on **TOWN** premises.

V. CONSIDERATION

The **SOCIETY** will reimburse the **TOWN** a utility/administrative charge for use of:

<i>FACILITY</i>	<i>FEE</i>
<i>Clubhouse Auditorium</i>	<i>\$48.00 per day or any portion thereof; and/or</i>
<i>Clubhouse Men's Lounge</i>	<i>\$22.00 per day or any portion thereof; and/or</i>
<i>Clubhouse Ladies' Lounge/Kitchen</i>	<i>\$37.50 per day or any portion thereof; and/or</i>
<i>Town Park Gazebo</i>	<i>N/C</i>
<i>Vendor/Informational/Educational Booth</i>	<i>N/C</i>
<i>Exterior Electricity</i>	<i>\$25.00 per day or any portion thereof; and/or</i>
<i>\$13.00 per hour for presence of Clubhouse Ambassador required during events; and/or</i>	
<i>Any appropriate TOWN Fees as stipulated in the TOWN's most recent Fee Schedule Resolution.</i>	
<i>Reimbursement Fees will be charged as appropriate for each approved Special Event.</i>	

Total fees for any event will be estimated by the **TOWN** based on information provided by the **SOCIETY** in a Facilities Use rental document. Payment to the **TOWN** is required thirty (30) days prior to the event date. These charges are agreed upon by the parties to be reasonable reimbursement to the **TOWN** for utility and customary charges incurred by reason of the **SOCIETY's** use of the **TOWN's** facilities for the **SOCIETY's** educational and recreational uses.

The **SOCIETY** will be responsible for cleaning the provided **TOWN** facility after each event. If at any time the **TOWN** must clean the premises after the **SOCIETY** has utilized the **TOWN** facility, the **SOCIETY** hereby agrees to reimburse the **TOWN** for all costs associated with cleaning the **TOWN** facility.

If the **TOWN** premises are damaged during the **SOCIETY's** occupancy, the **SOCIETY** hereby agrees to reimburse the **TOWN** for all costs associated with the repair of said damage. The **TOWN** will inspect the premises before and after rental to ascertain whether any damage has occurred during the **SOCIETY's** occupancy.

VI. INDEMNITY

To the fullest extent permitted by law, SOCIETY shall defend, indemnify, and hold harmless the Town, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses and expenses, including, but not limited to, attorney fees, court costs, expert witness fees, and the cost of appellate proceedings, alleged to have resulted from the acts, errors, omissions, mistakes, or malfeasance of SOCIETY relating to or arising out of the subject matter of this Agreement, as well as any person or entity for whose acts, errors, omissions, mistakes or malfeasance SOCIETY may be legally liable.

VII. LIABILITY INSURANCE

The **SOCIETY** shall provide to the **TOWN** a Certificate of Insurance evidencing a blanket insurance

policy, to be renewed annually, in the aggregate amount of one million dollars (\$1,000,000.00), in which the **TOWN** is named as an Additional Insured. A separate Additional Insured endorsement evidencing the policy amendment is required to accompany the Certificate of Insurance. An additional Liquor Liability policy provided by the **SOCIETY** will be required prior to events at which authorization for serving alcohol has been requested for and approved as outlined in Section VIII. LIQUOR LIABILITY INSURANCE of this agreement.

VIII. LIQUOR LIABILITY INSURANCE

Prior to the sale, storage, use, donation, or giving away of alcoholic beverages on or from the subject premises by the **SOCIETY** or any other person, the **SOCIETY**, at its own expense, shall obtain a policy or policies of insurance and in a form acceptable to the **TOWN** saving harmless and protecting the **TOWN** and the premises against any and all damages, claims, liens, judgments, expenses and costs arising under any present or future law, statute, or ordinance of the State of Arizona or other governmental authority having jurisdiction on the premises, by reason of any such storage, sale, use or disposition of alcoholic beverages on or from the premises. Such policy or policies of insurance shall be in the amount of at least one million dollars (\$1,000,000) per occurrence in which the **TOWN** is named as an Additional Insured.

IX. ATTORNEY'S FEES

In any suit which may be brought by either party to enforce this Agreement, or any part hereof, or to recover damages for the breach hereof, the Court, sitting without a jury, shall award a reasonable amount as and for attorney's fees to the prevailing party.

X. NON-WAIVER OF STATUTORY LIMITATION OF LIABILITY

The parties recognize and agree that the **TOWN** does not waive the limitation of liability provided to the **TOWN** for allowing recreational or educational uses of **TOWN** property, pursuant to A.R.S. Section 33-1551. The parties further recognize and agree that the fees charged by the **TOWN** are nominal and intended to offset the **TOWN**'s cost in making the subject property available for use by the public.

XI. APPLICABLE LAW

The laws of the State of Arizona shall govern the construction, performance, and enforcement of this Agreement. Venue for any action arising out of the provisions of this Agreement shall be Yavapai County, Arizona.

XII. MEDIATION

If a dispute arises out of or relates to this Agreement, or breach thereof and if the dispute cannot be settled through negotiation, the parties agree first to settle the dispute through mediation before resorting to arbitration, litigation, or some other dispute resolution procedure. If the parties cannot agree upon the selection of a mediator within ten (10) days, either party may request the Presiding Judge of the Superior Court of Yavapai County to assign a mediator from a list of experienced mediators maintained by Arizona Municipal Risk Retention Pool.

XIII. OTHER PROVISIONS

The **TOWN** reserves the right to close any event if the health and/or safety of the public is endangered.

The **TOWN** reserves the right to limit the number of participants allowed onto the site if the size of the crowd poses a threat to 1) the public health and safety; 2) safety of the facility; or 3) safety to the surrounding community.

The **SOCIETY** shall comply with Yavapai County Health Codes for the serving of food.
The **TOWN** reserves the right to limit activities using water pursuant to Town Code Chapter 19, Article 19-11 Drought and Water Shortage Preparedness Plan.

XIV. SEVERABILITY

Should any part, term or provision of this Agreement be declared invalid, void, or unenforceable, all remaining parts, terms and provisions hereof shall remain in full force and effect and shall in no way be invalidated, impaired, or affected thereby.

XV. CANCELLATION OF AGREEMENT

This Agreement may be cancelled by either the **TOWN** or the **SOCIETY** if either is provided with at least thirty (30) days written notice by the other party. The parties hereto acknowledge that this Agreement is subject to cancellation pursuant to the provisions of ARS §38-511.

XVI. NOTICE

All notices, demands or other writing to this Agreement to be sent or provided to either party shall be deemed to have been properly served when made in writing and deposited in the U.S. Mail, registered, or certified, and addressed as follows:

To TOWN :	Town of Clarkdale Attention: Susan Guthrie, Town Manager P.O. Box 308 Clarkdale, AZ 86324
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To SOCIETY :	Clarkdale Historical Society & Museum ATTN: Michael Lindner PO Box 806 Clarkdale, AZ 86324
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XVII. ENTIRE AGREEMENT

This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and it may be amended or modified only by an instrument in writing signed by both parties.

IN WITNESS WHEREOF, the parties have executed this Agreement the 14th day of June 2022.

TOWN OF CLARKDALE

**CLARKDALE HISTORICAL SOCIETY
AND MUSEUM**

Robyn Prud'homme-Bauer, Mayor
PO Box 308
Clarkdale, AZ 86324
(928) 639-2400

Michael Lindner, President/Chairperson
PO Box 806
Clarkdale, AZ 86324
(928) 649-1198

(Town of Clarkdale Seal)
ATTEST:

Charity Brooks, Town Clerk



Staff Report

Item Number: 4.E.

Agenda Item:

Reimbursement Agreement - Friends of Clark Memorial Library

Consider and act upon the 2022-2023 Reimbursement Agreement with the Friends of Clark Memorial Library for the use of Town Facilities.

Staff Contact:

Joni Westcott, Parks Manager

Meeting Date:

June 14, 2022

Background:

On June 16, 2017, the Friends of Clark Memorial Library (FCML) was issued their 501(c) (3) Arizona non-profit status to dedicate financial support to the Clark Memorial Library (CML), which is operated by the Yavapai County Free Library District. Their goal was to raise at least \$12,000 annually to be used for the purchase of library materials and to support library programming. Working together with the Yavapai County Library District, the FCML have dedicated much of their time to collecting materials and creating a bookstore within the library specifically to raise funds for their cause. In addition, the group holds small outside book sales at public events in the community.

In June of 2018 the Council approved an annual agreement for the FCML to use the Clark Memorial Clubhouse to hold larger book sales throughout the year at the same rates that other approved Clarkdale non-profits receive. This helped improve revenues and lower expenses causing an overall benefit to the Clark Memorial Library and thus the community.

Since this time, the FCML have supported the purchase of new materials for the CML. They have also assisted with capital improvements over the past few years such as wheels for all bookshelves located in the library center, a movie screen, window blinds, a media cart, and chairs. Most recently they provided monetary support to the new and improved children's area of the library. In addition, they support community programming and the summer reading program.

The FCML proposed the following changes to their 2022-2023 Annual Facility Reimbursement Agreement:

Facility	Days	Events
Clark Memorial Clubhouse and Gazebo	Three (3) <u>Twelve (12)</u> days per year	October 19th CML Anniversary and other dates to be determined <u>Meetings,</u> <u>fundraisers,</u> <u>events</u>
Vendor Booth	Six (6) days per year	4th of July, Concerts in the Park and other dates/events to be determined

Currently, the cost for FCML use of Town facilities is set at the following discounted rates:

Facility	Standard Resident & Non-Profit Fee/Cost - 24 hrs.	Annual Facility Use Agreement Fee/Cost – 24 hrs.	Discount Fee/Cost - 24 hrs.
Clubhouse Auditorium	\$568.00	\$48.00	(\$520.00)
Clubhouse Men's Lounge	\$448.00	\$22.00	(\$426.00)
Clubhouse Ladies' Lounge/Kitchen	\$448.00	\$37.50	(\$410.50)

Staff proposes the existing fees carry forward in the FY 2022-2023 agreement renewal, with the continued belief this demonstrates a strong relationship between the Town of Clarkdale and the Friends of Clark Memorial Library.

Budget Impact: No budget impact.

Recommendation: Staff recommends approval of the 2022-2023 Reimbursement Agreement with the Friends of Clark Memorial Library for use of Town facilities.

**REIMBURSEMENT AGREEMENT FOR USE OF
TOWN OF CLARKDALE FACILITIES
BY THE FRIENDS OF THE CLARK MEMORIAL LIBRARY**

Recitals

WHEREAS, the Friends of Clark Memorial Library provides monetary and volunteer support to the Clark Memorial Library of the Town of Clarkdale; and

WHEREAS, the existence of the Friends of the Clark Memorial Library benefits the citizens of Clarkdale by providing funding for library materials and a volunteer source for library programming.

Agreement

THIS AGREEMENT made and entered into as of the 1st day of July 2022, by the Town of Clarkdale, Arizona, hereinafter referred to as "**TOWN**", and the Friends of the Clark Memorial Library hereinafter referred to as "**FRIENDS**".

For and in consideration of the mutual covenants hereinafter set forth, and a nominal fee for reimbursement of the **TOWN**'s costs, the **TOWN** hereby allows **FRIENDS** to use the following **TOWN** owned property for recreational or educational uses under the following terms:

Facility	Days	Event
Clark Memorial Clubhouse and Gazebo	Twelve (12) days per year	Meetings, fundraisers, events
Vendor Booth	Six (6) days per year	4 th of July, Concerts in the Park, and other dates/events to be determined

The parties intend and agree that by this agreement the **TOWN** does not waive the limitation of liability provided to owners who allow use of property for public recreational or educational purposes, pursuant to A.R.S. 33-1551.

I. TERM

The term of this agreement shall be from July 1, 2022, to June 30, 2023.

If the facility used by **FRIENDS** is defaced in any way because of the use by the **FRIENDS**, the **TOWN** has the right to immediately void this agreement.

II. SCHEDULING OF FACILITIES

FRIENDS shall provide notice to the **TOWN** before it shall organize and conduct events/meetings, including, but not limited to, disclosing information regarding the nature, dates, purpose, location, and details of the event. Preference will be given to scheduling events that are Town of Clarkdale sponsored activities and events where the **TOWN** will be reimbursed for expenses.

The **TOWN** will notify **FRIENDS** in writing if an event is rejected and those items which specifically lead to the rejection. The **TOWN**'s acceptance of said event shall not be unreasonably withheld.

The **FRIENDS** shall execute and submit all required **TOWN** facility use documents and any required cleaning, damage, key, or other deposit at least thirty (30) days prior to each event date.

If **FRIENDS** have not vacated the premises by the ending time(s) scheduled for a specific event, additional reimbursement costs will be due. Said costs will be determined by the **TOWN** at an amount to cover additional staff time or loss of other revenues caused by the **FRIENDS**. The **TOWN** reserves the right to have a member or members of **TOWN** staff on the premises during any period the facility is in use by the **FRIENDS**.

III. USE

The **FRIENDS** shall occupy and use the premises for the purpose(s) and specific date(s) and time(s) scheduled with the **TOWN** and for no other purposes unless scheduled and arranged under separate agreement between the parties.

IV. RULES FOR USE

FRIENDS covenants that no nuisance will be maintained upon the **TOWN** premises herein used. **FRIENDS** will use and occupy the **TOWN** premises in a careful, safe, and proper manner, in accordance with all rules. Any violation of this agreement shall constitute an automatic breach of covenant and shall subject this agreement to immediate cancellation or assessment of additional fees.

1. The person who signs the agreement is the responsible party. This person must be a member of the **FRIENDS** board. This responsibility includes informing everyone involved of the rules of the agreement.
2. No smoking is allowed in any building or public facility owned by the **TOWN**.
3. No alcohol is allowed in any building or public facility owned by the **TOWN** except those functions which have applied for and received specific prior approval by the **TOWN** for use of alcohol.
4. At an approved alcohol event, the Event with Alcohol Deposit as stipulated in the **TOWN**'s current Fee Resolution is applicable.
5. At an approved alcohol event, Event Security will be required with a minimum of at least one (1) present, the total number of which shall be determined by the Clarkdale Police Department. Event Security is defined as a certified police officer, or a certifiable individual as determined and approved by the Clarkdale Police Chief. If Event Security is required, the **FRIENDS** shall reimburse the **TOWN** the cost for said Officer's time and administrative costs at the hourly rate and fees set forth in the current **TOWN** Fee Schedule.

6. The **TOWN** reserves the right to require Event Security presence with certain non-alcohol events. This requirement will be determined on a case-by-case basis by the **TOWN**. Event Security is defined as a certified police officer, or a certifiable individual as determined and approved by the Clarkdale Police Chief. If Event Security is required, the **FRIENDS** shall reimburse the **TOWN** the cost for said Officer's time and administrative costs at the hourly rate and fees set forth in the current **TOWN** Fee Schedule.
7. The **TOWN** reserves the right to require Clubhouse Ambassador Staff presence at any event. This requirement will be determined on a case-by-case basis by the **TOWN**. Clubhouse Ambassador Staff is defined as any on-site facility support. If a Clubhouse Ambassador is required **FRIENDS** shall reimburse the **TOWN**, the cost for said Clubhouse Ambassador Staff at the hourly rate and fees set forth in this Agreement.
8. Special arrangements may be made by the **FRIENDS** and considered by the **TOWN** on a case-by-case basis to accommodate rental company deliveries/pick-ups. If approved, special arrangements will be described in writing, listing delivery/pick-up expectations.
9. If a member of **TOWN** staff is required to assist the **FRIENDS** with setup or takedown functions of any event, the **FRIENDS** shall reimburse the **TOWN** the actual cost for said employee's time and administrative costs at the hourly rates and fees set forth in the current **TOWN** Fee Schedule.
10. If the **TOWN** On-Call Public Works staff member is called out to assist the **FRIENDS** for a non-emergency, the **FRIENDS** shall reimburse the **TOWN** the actual cost for said employee's time and administrative costs at the hourly rates and fees set forth in the current **TOWN** Fee Schedule.
11. Maximum capacity of room/facility as determined by the International Building Code and posted in the facility may not be exceeded.
12. No dragging or rolling of any item(s) across **TOWN** facility floors unless the floors have been adequately protected. It is at the **TOWN**'s discretion as to what meets "adequate" protection and prior to any work commencing a **TOWN** representative must first inspect and approve prior to any item(s) being dragged or rolled across **TOWN** facility floors.
13. Any event preparations requiring protection of **TOWN** facility surfaces is required to be inspected and approved by a **TOWN** representative prior to any work commencing.
14. Nothing is to be put on **TOWN** facility floors without authorization from the **TOWN** (i.e.: sawdust, wax cleaners, plywood, and scaffolding).
15. All decorations, displays or props to be constructed, including, but not limited to, taping, texturing and/or painting, will have all work performed outside of **TOWN** facilities. Any such work requested to be performed inside a **TOWN** facility require protection of floors and walls beforehand and such protection shall be inspected and approved by a **TOWN** representative prior to commencing. Method of proposed protection for walls and floors

is to be provided to the **TOWN** representative prior to installation.

16. There will be no stapling, nailing, tacking, taping, or gluing on the floors, walls, ceilings, moldings, doors and/or furniture, etc. of **TOWN** facility for any purpose at any time.
17. Open flames are not allowed in any **TOWN** facility without prior expressed approval by the **TOWN** and the Clarkdale Fire Chief.
18. No uses of the premises are allowed that have not been approved in this Agreement or in other expressed writing by the **TOWN**.
19. Spills will immediately be cleaned by the **FRIENDS** and reported to the **TOWN**. Any required additional cleaning of spills in the facility will be performed by the **TOWN**.
20. In the event of damage to or on the floor or walls of **TOWN** facility, said damage is to be reported immediately to the **TOWN** for any resulting action to be directed accordingly.
21. Trash will be removed from the premises daily and at the conclusion of any event.
22. Outside doors will be locked upon leaving the **TOWN** facility.
23. Heating/Cooling will be returned to the temperature they were set at prior to any event at days end and at the conclusion of any event.
24. All lights will be turned off at days end and at the conclusion of any event.
25. All string, wire, tape and/or decorations will be removed from the **TOWN** facility at the conclusion of any event.
26. Driving of vehicles is prohibited within **TOWN** parks.
27. Staking in **TOWN** parks or on **TOWN** grounds is prohibited. Tents and similar structures in **TOWN** parks or **TOWN** grounds must be weighted down.
28. The **TOWN** may require additional restroom facilities on site for larger events. Should this be a requirement, arrangements for providing such facility(s) including additional costs associated will be the responsibility of the **FRIENDS**.
29. **TOWN** keys cannot be duplicated by the **FRIENDS**. Following the conclusion of an event, if the key(s) to the **TOWN** facility is not returned, the **FRIENDS** hereby agrees to reimburse the **TOWN** for all costs associated with the re-keying of the **TOWN** facility.
30. Illegal activities are prohibited on **TOWN** premises.

V. CONSIDERATION

The **FRIENDS** will reimburse the **TOWN** a utility/administrative charge for use of:

<i>FACILITY</i>	<i>FEE</i>
<i>Clubhouse Auditorium</i>	<i>\$48.00 per day or any portion thereof; and/or</i>
<i>Clubhouse Men's Lounge</i>	<i>\$22.00 per day or any portion thereof; and/or</i>
<i>Clubhouse Ladies' Lounge/Kitchen</i>	<i>\$37.50 per day or any portion thereof; and/or</i>
<i>Town Park Gazebo</i>	<i>N/C</i>
<i>Vendor/Informational/Educational Booth</i>	<i>N/C</i>
<i>Exterior Electricity</i>	<i>\$25.00 per day or any portion thereof; and/or</i>
<i>\$13.00 per hour for presence of Clubhouse Ambassador required during events; and/or</i>	
<i>Any appropriate TOWN Fees as stipulated in the TOWN's most recent Fee Schedule Resolution.</i>	

Total fees for any event will be estimated by the **TOWN** based on information provided by the **FRIENDS** in a Facilities Use rental document. Payment to the **TOWN** is required thirty (30) days prior to the event date. These charges are agreed upon by the parties to be reasonable reimbursement to the **TOWN** for utility and customary charges incurred by reason of the **FRIENDS's** use of the **TOWN's** facilities for the **FRIENDS's** educational and recreational uses.

The **FRIENDS** will be responsible for cleaning the provided **TOWN** facility after each event. If at any time the **TOWN** must clean the premises after the **FRIENDS** has utilized the **TOWN** facility, the **FRIENDS** hereby agree to reimburse the **TOWN** for all costs associated with cleaning the **TOWN** facility.

If the **TOWN** premises are damaged during the **FRIENDS's** occupancy, the **FRIENDS** hereby agree to reimburse the **TOWN** for all costs associated with the repair of said damage. The **TOWN** will inspect the premises before and after rental to ascertain whether any damage has occurred during the **FRIENDS** occupancy.

VI. INDEMNITY

To the fullest extent permitted by law, **FRIENDS** shall defend, indemnify, and hold harmless the Town, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses and expenses, including, but not limited to, attorney fees, court costs, expert witness fees, and the cost of appellate proceedings, alleged to have resulted from the acts, errors, omissions, mistakes, or malfeasance of **FRIENDS** relating to or arising out of the subject matter of this Agreement, as well as any person or entity for whose acts, errors, omissions, mistakes or malfeasance **FRIENDS** may be legally liable.

VII. LIABILITY INSURANCE

The **FRIENDS** shall provide to the **TOWN** a Certificate of Insurance evidencing a blanket insurance policy, to be renewed annually, in the aggregate amount of one million dollars (\$1,000,000.00), in which the **TOWN** is named as an Additional Insured. A separate Additional Insured endorsement evidencing the policy amendment is required to accompany the Certificate of Insurance. An additional Liquor Liability policy provided by the **FRIENDS** will be required prior to events at which authorization for serving alcohol has been requested for and approved as

outlined in Section VIII. LIQUOR LIABILITY INSURANCE of this agreement.

VIII. LIQUOR LIABILITY INSURANCE

Prior to the sale, storage, use, donation, or giving away of alcoholic beverages on or from the subject premises by the **FRIENDS** or any other person, the **FRIENDS**, at its own expense, shall obtain a policy or policies of insurance and in a form acceptable to the **TOWN** saving harmless and protecting the **TOWN** and the premises against any and all damages, claims, liens, judgments, expenses and costs arising under any present or future law, statute, or ordinance of the State of Arizona or other governmental authority having jurisdiction on the premises, by reason of any such storage, sale, use or disposition of alcoholic beverages on or from the premises. Such policy or policies of insurance shall be in the amount of at least one million dollars (\$1,000,000) per occurrence in which the **TOWN** is named as an Additional Insured.

IX. ATTORNEY'S FEES

In any suit which may be brought by either party to enforce this Agreement, or any part hereof, or to recover damages for the breach hereof, the Court, sitting without a jury, shall award a reasonable amount as and for attorney's fees to the prevailing party.

X. NON-WAIVER OF STATUTORY LIMITATION OF LIABILITY

The parties recognize and agree that the **TOWN** does not waive the limitation of liability provided to the **TOWN** for allowing recreational or educational uses of **TOWN** property, pursuant to A.R.S. Section 33-1551. The parties further recognize and agree that the fees charged by the **TOWN** are nominal and intended to offset the **TOWN's** cost in making the subject property available for use by the public.

XI. APPLICABLE LAW

The laws of the State of Arizona shall govern the construction, performance, and enforcement of this Agreement. Venue for any action arising out of the provisions of this Agreement shall be Yavapai County, Arizona.

XII. MEDIATION

If a dispute arises out of or relates to this Agreement, or breach thereof and if the dispute cannot be settled through negotiation, the parties agree first to settle the dispute through mediation before resorting to arbitration, litigation, or some other dispute resolution procedure. If the parties cannot agree upon the selection of a mediator within ten (10) days, either party may request the Presiding Judge of the Superior Court of Yavapai County to assign a mediator from a list of experienced mediators maintained by Arizona Municipal Risk Retention Pool.

XIII. OTHER PROVISIONS

The **TOWN** reserves the right to close any event if the health and/or safety of the public is endangered.

The **TOWN** reserves the right to limit the number of participants allowed onto the site if the size of the crowd poses a threat to 1) the public health and safety; 2) safety of the facility; or 3) safety to the surrounding community.

The **FRIENDS** shall comply with Yavapai County Health Codes for the serving of food.
The **TOWN** reserves the right to limit activities using water pursuant to Town Code Chapter 19, Article 19-11 Drought and Water Shortage Preparedness Plan.

XIV. SEVERABILITY

Should any part, term or provision of this Agreement be declared invalid, void, or unenforceable, all remaining parts, terms and provisions hereof shall remain in full force and effect and shall in no way be invalidated, impaired, or affected thereby.

XV. CANCELLATION OF AGREEMENT

This Agreement may be cancelled by either the **TOWN** or the **FRIENDS** if either is provided with at least thirty (30) days written notice by the other party. The parties hereto acknowledge that this Agreement is subject to cancellation pursuant to the provisions of ARS §38-511.

XVI. NOTICE

All notices, demands or other writing to this Agreement to be sent or provided to either party shall be deemed to have been properly served when made in writing and deposited in the U.S. Mail, registered, or certified, and addressed as follows:

To TOWN :	Town of Clarkdale Attention: Susan Guthrie, Town Manager P.O. Box 308 Clarkdale, AZ 86324
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To FRIENDS :	Friends of Clark Memorial Library Attention: James Salmon, President PO Box 301 Clarkdale, AZ 86324
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XVII. ENTIRE AGREEMENT

This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and it may be amended or modified only by an instrument in writing signed by both parties.

IN WITNESS WHEREOF, the parties have executed this Agreement the 14 day of June 2022.

TOWN OF CLARKDALE

Robyn Prud'homme-Bauer, Mayor

James Salmon, Friends President

PO Box 308
Clarkdale, AZ 86324
(928) 639-2400

PO Box 301
Clarkdale, AZ 86324

(Town of Clarkdale Seal)

ATTEST:

Charity Brooks, Town Clerk



Staff Report

Item Number: 4.F.

Agenda Item:

Reimbursement Agreement - Made in Clarkdale

Consider and act upon the 2022-2023 Reimbursement Agreement with Made in Clarkdale for the use of Town facilities.

Staff Contact:

Joni Westcott, Parks Manager

Meeting Date:

June 14, 2022

Background:

Over the years, the Town has taken the opportunity to develop and uphold a mutually beneficial partnership with Made in Clarkdale, Inc. (MIC). Initially, the Town supported MIC's signature December art event by providing desired Clubhouse facilities and services at discounted fees by way of a single-event agreement. Beginning in 2013 and thereafter, Council executed annual agreements to include this main event and others, which may be desired by MIC throughout the year.

MIC continues to demonstrate their commitment to supporting local artists and proposes no changes to their events in their 2022-2023 Annual Facility Reimbursement Agreement with the Town of Clarkdale.

Current agreement:

Facility	Days	Events
Clark Memorial Clubhouse Auditorium and Ladies' Lounge/Kitchen	Eighteen (18) days per year	Various exhibits, art shows, educational and children's workshops
Clark Memorial Clubhouse/Other	To be determined by the Town	Various recreational, educational and Special Events, (each event to be pre-scheduled prior to occurrence.)

Currently the cost for MIC's use of Town facilities is set at the following discounted rates:

Facility	Standard Resident & Non-Profit Fee/Cost - 24 hrs.	Annual Facility Use Agreement Fee/Cost – 24 hrs.
Clubhouse Auditorium	\$568.00	\$48.00
Clubhouse Men's Lounge	\$448.00	\$22.00
Clubhouse Ladies' Lounge/Kitchen	\$448.00	\$37.50

Staff proposes the existing reduced fees carry forward in the FY 2022-2023 agreement renewal, with the continued belief this demonstrates a strong statement in support of the relationship between the Town of Clarkdale and Make in Clarkdale.

Budget Impact: No budget impact.

Recommendation: Staff recommends approval of the 2022-2023 Reimbursement Agreement with Made in Clarkdale for the use of Town facilities.

**REIMBURSEMENT AGREEMENT FOR USE OF
TOWN OF CLARKDALE FACILITIES
BY MADE IN CLARKDALE**

Recitals

WHEREAS, Made in Clarkdale provides various community events including art exhibits, a venue for sale of artwork by local artists and craftsmen, education, and children's art workshops which benefit the Town of Clarkdale.

Agreement

THIS AGREEMENT made and entered into as of the 1st day of July 2022, by the Town of Clarkdale, Arizona, hereinafter referred to as "**TOWN**", and Made in Clarkdale, Inc., hereinafter referred to as "**MIC**".

For and in consideration of the mutual covenants hereinafter set forth, and a nominal fee for reimbursement of the **TOWN**'s costs, the **TOWN** hereby allows **MIC** to use the following **TOWN** owned property for recreational or educational uses under the following terms:

Facility	Days	Event
Clark Memorial Clubhouse Auditorium and Ladies' Lounge/Kitchen	Eighteen (18) days per year	Various exhibits, art shows, educational and children's workshops
Clark Memorial Clubhouse/Other	To be determined by the TOWN	Various recreational, educational and Special Events, (each event to be pre-scheduled prior to occurrence).

The parties intend and agree that by this agreement the **TOWN** does not waive the limitation of liability provided to owners who allow use of property for public recreational or educational purposes, pursuant to A.R.S. 33-1551.

I. TERM

The term of this agreement shall be from July 1, 2022, to June 30, 2023.

If the facility used by **MIC** is defaced in any way because of the use by the **MIC**, the **TOWN** has the right to immediately void this agreement.

II. SCHEDULING OF FACILITIES

MIC shall provide notice to the **TOWN** before it shall organize and conduct events/meetings, including, but not limited to, disclosing information regarding the nature, dates, purpose, location, and details of the event. Preference will be given to scheduling events that are Town of Clarkdale sponsored activities and events where the **TOWN** will be reimbursed for expenses. The **TOWN** will notify **MIC** in writing if an event is rejected and those items which specifically lead to the rejection. The **TOWN**'s acceptance of said event shall not be unreasonably withheld. **MIC**

shall execute and submit all required **TOWN** facility use documents and any required cleaning, damage, key, or other deposit at least thirty (30) days prior to each event date.

If **MIC** has not vacated the premises by the ending time(s) scheduled for a specific event, additional reimbursement costs will be due. Said costs will be determined by the **TOWN** at an amount to cover additional staff time or loss of other revenues caused by **MIC**. The **TOWN** reserves the right to have a member or members of **TOWN** staff on the premises during any period the facility is in use by **MIC**.

III. USE

MIC shall occupy and use the premises for the purpose(s) and specific date(s) and time(s) scheduled with the **TOWN** and for no other purposes unless scheduled and arranged under separate agreement between the parties.

IV. RULES FOR USE

MIC covenants that no nuisance will be maintained upon the **TOWN** premises herein used. **MIC** will use and occupy the **TOWN** premises in a careful, safe, and proper manner, in accordance with all rules. Any violation of this agreement shall constitute an automatic breach of covenant and shall subject this agreement to immediate cancellation or assessment of additional fees.

1. The person who signs the agreement is the responsible party. This person must be a member of the **MIC** board. This responsibility includes informing everyone involved of the rules of the agreement.
2. No smoking is allowed in any building or public facility owned by the **TOWN**.
3. No alcohol is allowed in any building or public facility owned by the **TOWN** except those functions which have applied for and received specific prior approval by the **TOWN** for use of alcohol.
4. At an approved alcohol event, the Event with Alcohol Deposit as stipulated in the **TOWN**'s current Fee Resolution is applicable.
5. At an approved alcohol event, Event Security will be required with a minimum of at least one (1) present, the total number of which shall be determined by the Clarkdale Police Department. Event Security is defined as a certified police officer, or a certifiable individual as determined and approved by the Clarkdale Police Chief. If Event Security is required, **MIC** shall reimburse the **TOWN** the cost for said Officer's time and administrative costs at the hourly rate and fees set forth in the current **TOWN** Fee Schedule.
6. The **TOWN** reserves the right to require Event Security presence with certain non-alcohol events. This requirement will be determined on a case-by-case basis by the **TOWN**. Event Security is defined as a certified police officer, or a certifiable individual as determined and approved by the Clarkdale Police Chief. If Event Security is required, **MIC** shall reimburse the **TOWN** the cost for said Officer's time and administrative costs at the hourly

rate and fees set forth in the current **TOWN** Fee Schedule.

7. The **TOWN** reserves the right to require Clubhouse Ambassador Staff presence at any event. This requirement will be determined on a case-by-case basis by the **TOWN**. Clubhouse Ambassador Staff is defined as any on-site facility support. If a Clubhouse Ambassador is required **MIC** shall reimburse the **TOWN**, the cost for said Clubhouse Ambassador Staff at the hourly rate and fees set forth in this Agreement.
8. Special arrangements may be made by **MIC** and considered by the **TOWN** on a case-by-case basis to accommodate rental company deliveries/pick-ups. If approved, special arrangements will be described in writing, listing delivery/pick-up expectations.
9. If a member of **TOWN** staff is required to assist **MIC** with setup or takedown functions of any event, **MIC** shall reimburse the **TOWN** the actual cost for said employee's time and administrative costs at the hourly rates and fees set forth in the current **TOWN** Fee Schedule.
10. If the **TOWN** On-Call Public Works staff member is called out to assist **MIC** for a non-emergency, **MIC** shall reimburse the **TOWN** the actual cost for said employee's time and administrative costs at the hourly rates and fees set forth in the current **TOWN** Fee Schedule.
11. Maximum capacity of room/facility as determined by the International Building Code and posted in the facility may not be exceeded.
12. No dragging or rolling of any item(s) across **TOWN** facility floors unless the floors have been adequately protected. It is at the **TOWN**'s discretion as to what meets "adequate" protection and prior to any work commencing a **TOWN** representative must first inspect and approve prior to any item(s) being dragged or rolled across **TOWN** facility floors.
13. Any event preparations requiring protection of **TOWN** facility surfaces is required to be inspected and approved by a **TOWN** representative prior to any work commencing.
14. Nothing is to be put on **TOWN** facility floors without authorization from the **TOWN** (i.e.: sawdust, wax cleaners, plywood, and scaffolding).
15. All decorations, displays or props to be constructed, including, but not limited to, taping, texturing and/or painting, will have all work performed outside of **TOWN** facilities. Any such work requested to be performed inside a **TOWN** facility require protection of floors and walls beforehand and such protection shall be inspected and approved by a **TOWN** representative prior to commencing. Method of proposed protection for walls and floors is to be provided to the **TOWN** representative prior to installation.
16. There will be no stapling, nailing, tacking, taping, or gluing on the floors, walls, ceilings, moldings, doors and/or furniture, etc. of **TOWN** facility for any purpose at any time.

17. Open flames are not allowed in any **TOWN** facility without prior expressed approval by the **TOWN** and the Clarkdale Fire Chief.
18. No uses of the premises are allowed that have not been approved in this Agreement or in other expressed writing by the **TOWN**.
19. Spills will immediately be cleaned by **MIC** and reported to the **TOWN**. Any required additional cleaning of spills in the facility will be performed by the **TOWN**.
20. In the event of damage to or on the floor or walls of **TOWN** facility, said damage is to be reported immediately to the **TOWN** for any resulting action to be directed accordingly.
21. Trash will be removed from the premises daily and at the conclusion of any event.
22. Outside doors will be locked upon leaving the **TOWN** facility.
23. Heating/Cooling will be returned to the temperature they were set at prior to any event at days end and at the conclusion of any event.
24. All lights will be turned off at days end and at the conclusion of any event.
25. All string, wire, tape and/or decorations will be removed from the **TOWN** facility at the conclusion of any event.
26. Driving of vehicles is prohibited within **TOWN** parks.
27. Staking in **TOWN** parks or on **TOWN** grounds is prohibited. Tents and similar structures in **TOWN** parks or **TOWN** grounds must be weighted down.
28. The **TOWN** may require additional restroom facilities on site for larger events. Should this be a requirement, arrangements for providing such facility(s) including additional costs associated will be the responsibility of **MIC**.
29. **TOWN** keys cannot be duplicated by **MIC**. Following the conclusion of an event, if the key(s) to the **TOWN** facility is not returned, **MIC** hereby agrees to reimburse the **TOWN** for all costs associated with the re-keying of the **TOWN** facility.
30. Illegal activities are prohibited on **TOWN** premises.

V. CONSIDERATION

MIC will reimburse the **TOWN** a utility/administrative charge for use of:

<i>FACILITY</i>	<i>FEE</i>
<i>Clubhouse Auditorium</i>	<i>\$48.00 per day or any portion thereof; and/or</i>
<i>Clubhouse Men's Lounge</i>	<i>\$22.00 per day or any portion thereof; and/or</i>
<i>Clubhouse Ladies' Lounge/Kitchen</i>	<i>\$37.50 per day or any portion thereof; and/or</i>

<i>Town Park Gazebo</i>	<i>N/C</i>
<i>Vendor/Informational/Educational Booth</i>	<i>N/C</i>
<i>Exterior Electricity</i>	<i>\$25.00 per day or any portion thereof; and/or</i>
<i>\$13.00 per hour for presence of Clubhouse Ambassador required during events; and/or</i>	
<i>Any appropriate TOWN Fees as stipulated in the TOWN's most recent Fee Schedule Resolution.</i>	
<i>Reimbursement Fees will be charged as appropriate for each approved Special Event.</i>	

Total fees for any event will be estimated by the **TOWN** based on information provided by **MIC** in a Facilities Use rental document. Payment to the **TOWN** is required thirty (30) days prior to the event date. These charges are agreed upon by the parties to be reasonable reimbursement to the **TOWN** for utility and customary charges incurred by reason of **MIC's** use of the **TOWN's** facilities for **MIC's** educational and recreational uses.

MIC will be responsible for cleaning the provided **TOWN** facility after each event. If at any time the **TOWN** must clean the premises after **MIC** has utilized the **TOWN** facility, **MIC** hereby agrees to reimburse the **TOWN** for all costs associated with cleaning the **TOWN** facility.

If the **TOWN** premises are damaged during **MIC's** occupancy, **MIC** hereby agrees to reimburse the **TOWN** for all costs associated with the repair of said damage. The **TOWN** will inspect the premises before and after rental to ascertain whether any damage has occurred during **MIC's** occupancy.

VI. INDEMNITY

To the fullest extent permitted by law, **MIC** shall defend, indemnify, and hold harmless the Town, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses and expenses, including, but not limited to, attorney fees, court costs, expert witness fees, and the cost of appellate proceedings, alleged to have resulted from the acts, errors, omissions, mistakes, or malfeasance of **MIC** relating to or arising out of the subject matter of this Agreement, as well as any person or entity for whose acts, errors, omissions, mistakes or malfeasance **MIC** may be legally liable.

VII. LIABILITY INSURANCE

MIC shall provide to the **TOWN** a Certificate of Insurance evidencing a blanket insurance policy, to be renewed annually, in the aggregate amount of one million dollars (\$1,000,000.00), in which the **TOWN** is named as an Additional Insured. A separate Additional Insured endorsement evidencing the policy amendment is required to accompany the Certificate of Insurance. An additional Liquor Liability policy provided by **MIC** will be required prior to events at which authorization for serving alcohol has been requested for and approved as outlined in Section VIII. LIQUOR LIABILITY INSURANCE of this agreement.

VIII. LIQUOR LIABILITY INSURANCE

Prior to the sale, storage, use, donation, or giving away of alcoholic beverages on or from the subject premises by **MIC** or any other person, **MIC**, at its own expense, shall obtain a policy or policies of insurance and in a form acceptable to the **TOWN** saving harmless and protecting the

TOWN and the premises against any and all damages, claims, liens, judgments, expenses and costs arising under any present or future law, statute, or ordinance of the State of Arizona or other governmental authority having jurisdiction on the premises, by reason of any such storage, sale, use or disposition of alcoholic beverages on or from the premises. Such policy or policies of insurance shall be in the amount of at least one million dollars (\$1,000,000) per occurrence in which the **TOWN** is named as an Additional Insured.

IX. ATTORNEY'S FEES

In any suit which may be brought by either party to enforce this Agreement, or any part hereof, or to recover damages for the breach hereof, the Court, sitting without a jury, shall award a reasonable amount as and for attorney's fees to the prevailing party.

X. NON-WAIVER OF STATUTORY LIMITATION OF LIABILITY

The parties recognize and agree that the **TOWN** does not waive the limitation of liability provided to the **TOWN** for allowing recreational or educational uses of **TOWN** property, pursuant to A.R.S. Section 33-1551. The parties further recognize and agree that the fees charged by the **TOWN** are nominal and intended to offset the **TOWN's** cost in making the subject property available for use by the public.

XI. APPLICABLE LAW

The laws of the State of Arizona shall govern the construction, performance, and enforcement of this Agreement. Venue for any action arising out of the provisions of this Agreement shall be Yavapai County, Arizona.

XII. MEDIATION

If a dispute arises out of or relates to this Agreement, or breach thereof and if the dispute cannot be settled through negotiation, the parties agree first to settle the dispute through mediation before resorting to arbitration, litigation, or some other dispute resolution procedure. If the parties cannot agree upon the selection of a mediator within ten (10) days, either party may request the Presiding Judge of the Superior Court of Yavapai County to assign a mediator from a list of experienced mediators maintained by Arizona Municipal Risk Retention Pool.

XIII. OTHER PROVISIONS

The **TOWN** reserves the right to close any event if the health and/or safety of the public is endangered.

The **TOWN** reserves the right to limit the number of participants allowed onto the site if the size of the crowd poses a threat to 1) the public health and safety; 2) safety of the facility; or 3) safety to the surrounding community.

MIC shall comply with Yavapai County Health Codes for the serving of food.

The **TOWN** reserves the right to limit activities using water pursuant to Town Code Chapter 19, Article 19-11 Drought, and Water Shortage Preparedness Plan.

XIV. SEVERABILITY

Should any part, term or provision of this Agreement be declared invalid, void, or unenforceable, all remaining parts, terms and provisions hereof shall remain in full force and effect and shall in no way be invalidated, impaired, or affected thereby.

XV. CANCELLATION OF AGREEMENT

This Agreement may be cancelled by either the **TOWN** or **MIC** if either is provided with at least thirty (30) days written notice by the other party. The parties hereto acknowledge that this Agreement is subject to cancellation pursuant to the provisions of ARS §38-511.

XVI. NOTICE

All notices, demands or other writing to this Agreement to be sent or provided to either party shall be deemed to have been properly served when made in writing and deposited in the U.S. Mail, registered, or certified, and addressed as follows:

To **TOWN**: Town of Clarkdale
Attention: Susan Guthrie, Town Manager
P.O. Box 308
Clarkdale, AZ 86324

To **MIC**: Made in Clarkdale
ATTN: Marsha Foutz, Co-Chairperson
PO Box 161
Clarkdale, AZ 86324

XVII. ENTIRE AGREEMENT

This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and it may be amended or modified only by an instrument in writing signed by both parties.

IN WITNESS WHEREOF, the parties have executed this Agreement the 14 day of June 2022.

TOWN OF CLARKDALE

MADE IN CLARKDALE

Robyn Prud'homme-Bauer, Mayor
PO Box 308
Clarkdale, AZ 86324
(928) 639-2400

Marsha Foutz, Co-Chairperson
PO Box 161
Clarkdale, AZ 86324
(928) 274-8115

(Town of Clarkdale Seal)

ATTEST:

Charity Brooks, Town Clerk



Staff Report

Item Number: 5.A.

<u>Agenda Item:</u>	RIVER FRIENDLY LIVING - A Community Developed Program Friends of the Verde River will provide a presentation regarding River Friendly Living.
<u>Staff Contact:</u>	Isaac Dudley
<u>Meeting Date:</u>	June 14, 2022
<u>Background:</u>	Friends of the Verde River presents the River Friendly Living program. River Friendly Living is a community developed certification program that inspires a culture of voluntary river conservation. This presentation will focus on new residential and commercial developments.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	No recommendation. Presentation only.



Friends *of the*
VERDE RIVER

River Friendly Living

A Community Developed Program

Isaac Dudley, Flows Project Manager

We work collaboratively for a healthy, flowing Verde River system

Water

Land

Communities

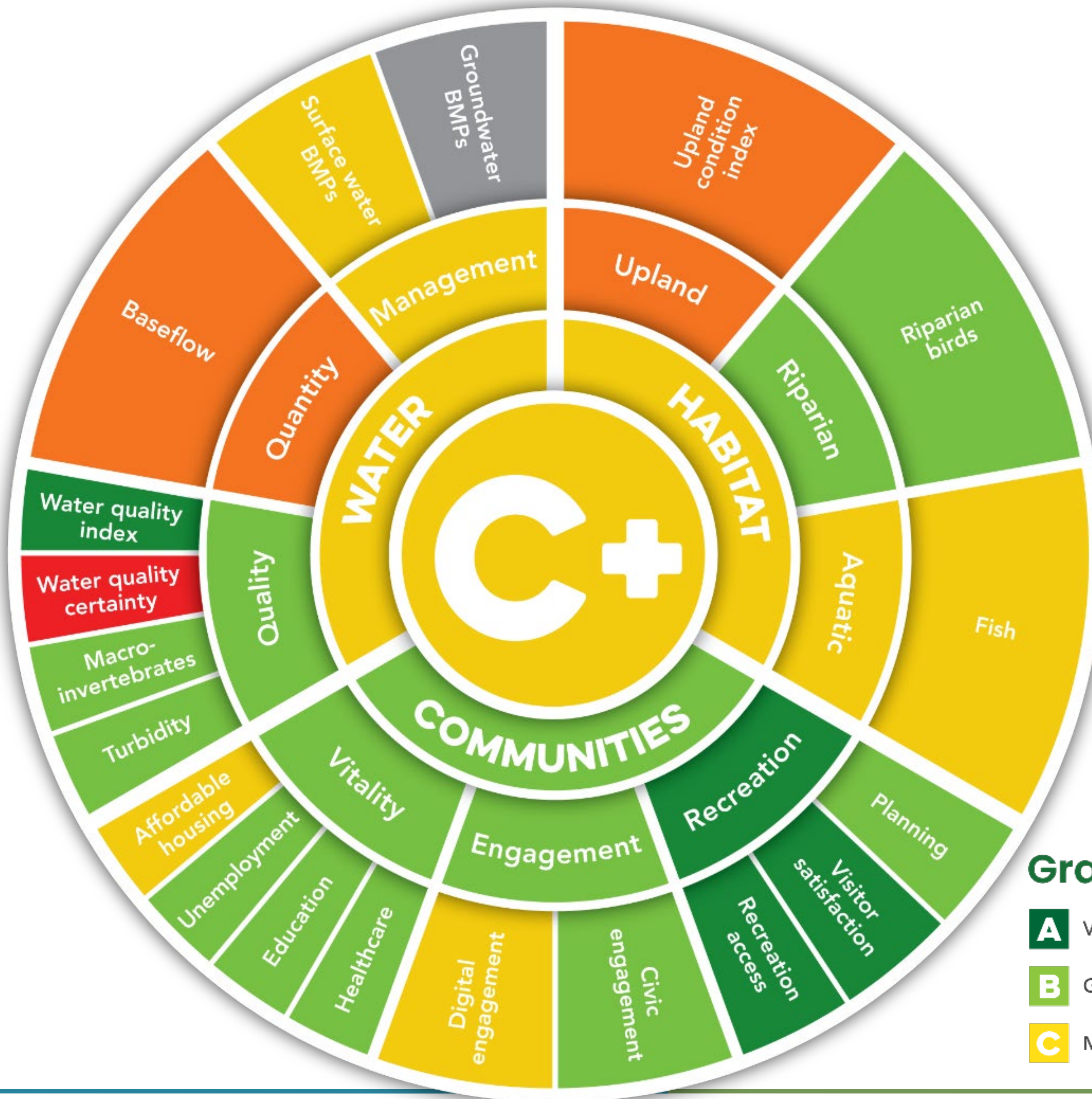




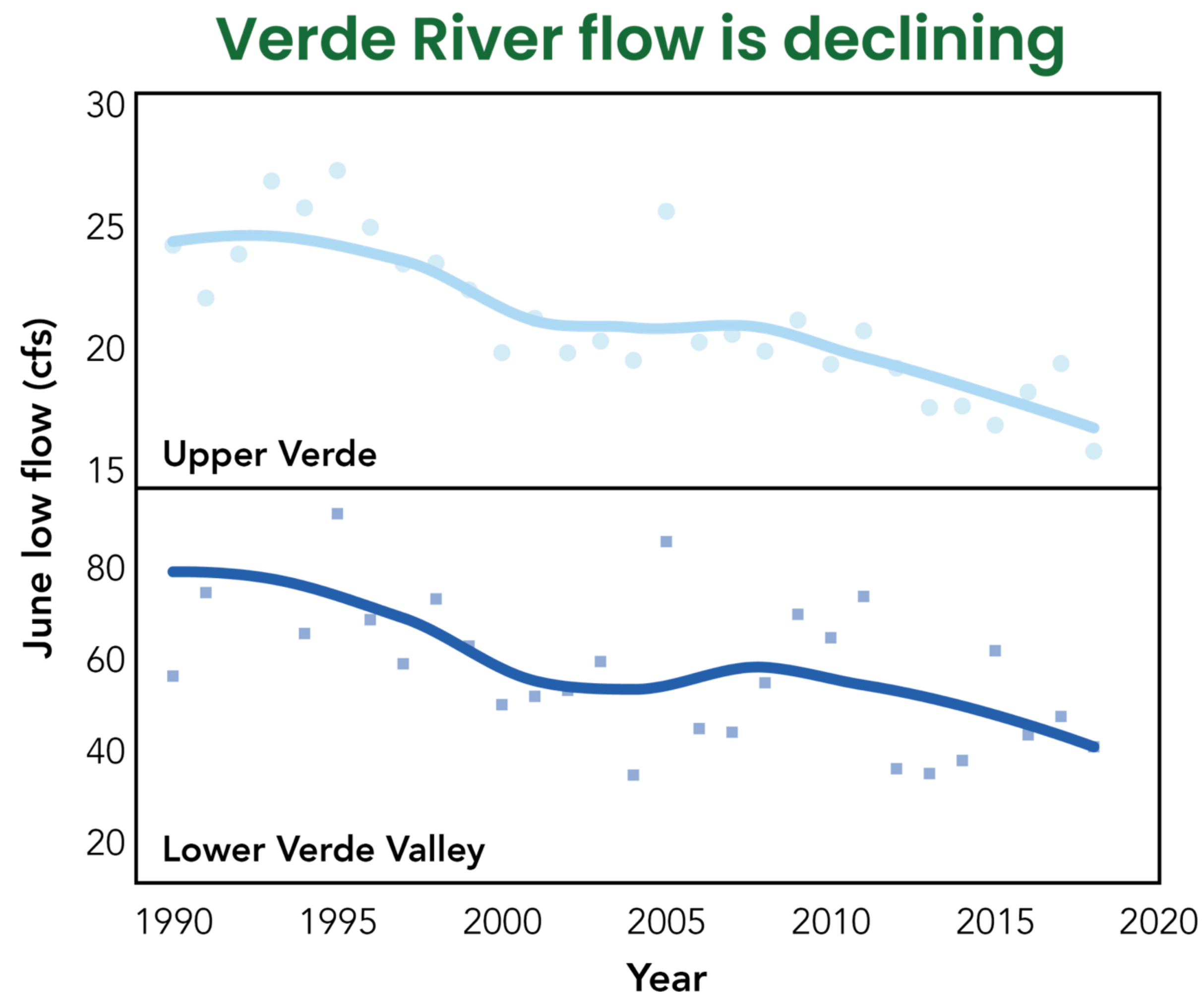
Friends of the Verde River

Friends of the Verde River





River Flows are Declining





RIVER FRIENDLY L I V I N G



A Vibrant Verde Starts with You



River Friendly Living inspires a culture of voluntary river conservation. We support and recognize the residents, businesses, and communities who strive to protect the river.

Community Developed

- | **15** hours of Advisory Council
- | meetings **40** opinion polls
- | **8** community or environmental
- | organizations **1** tribal government
- | **5** local governments **5** local
- | businesses **4** agricultural producers
- | **3** real estate developers **1** utility
- | **3** universities colleges

Who Do We Certify?

- Homes
- Businesses
- Farms
- **Developments**
 - The most robust branch of certification



How Does It Work?

- The River Friendly Development guidebook
 - Sustainable Water Supply
 - Clean Water
 - Healthy Habitat
 - Connected Community
- Steps: Initial assessment, direct consultation, final certification



Certification Guide

Version 0.7

October 13, 2021

TinyCamp Cottonwood Resort

- 4 Unit Tiny Home development in Old Town Cottonwood
- Offset the first 5 years of water use through the Verde River Exchange
- Captures an additional 20,000 gallons from Rainwater and Greywater Systems each year
- Net positive for water use
- Preserved and enhanced native habitat
- Removed invasive Species



Rio Verde Plaza

- Newly Renovated Business in Camp Verde
- High efficiency appliances
- Rainwater capture
- Native Landscaping for habitat and recharge
- Captures and recharges over 300,000 gallons of water per year
- Net positive for water use





Staff Report

Item Number: 5.B.

Agenda Item: **STRATEGIC PLAN 2022-2024**
Discuss, consider and act upon the 2022-2024 Strategic Plan.

Staff Contact: Susan Guthrie, Town Manager

Meeting Date: June 14, 2022

Background: Annually, the Town Council, in coordination with staff, revisit the Vision, Mission and Values. The Council Leadership Team and Staff Members collaboratively identify organizational strengths, weaknesses, opportunities and threats (SWOT). These items come from a variety of sources, including: feedback from citizens, key performance indicators (metrics), regulatory requirements, changing legislation, assessment studies of existing infrastructure, feedback from employees, new technology, economic conditions, budget outcomes and more. Once goals are set, the organization looks for strategies and tactics to achieve the goals.

This year, the Town of Clarkdale has selected the following goals for Fiscal Years 2022-2023 and 2023-2024, based upon the SWOT analysis, vision, mission and input from stakeholders and staff:

Goal area 1: Preserve and celebrate Clarkdale's unique, complex history.

Goal area 2: Enhance the quality of life for residents, businesses and visitors to Clarkdale.

Goal area 3: Enhance the quality and availability of parks, recreation and cultural opportunities.

Goal area 4: Strengthen and diversify our economy through cultivating a business-friendly climate for business attraction and strategically capitalizing upon tourism.

Goal area 5: Plan for the maintenance and growth of quality infrastructure that is sustainable and resilient.

Goal area 6: Strategically invest in organizational development to enhance efficiency and service delivery and to attract and retain and exemplary workforce.

Budget Impact: No budget impact.

Recommendation: Staff recommends that Council adopt the 2022-2024 Strategic Plan.

Strategic Plan 2022/2024



Clarkdale Town Council

Mayor Robyn Prud'homme-Bauer

Vice Mayor Debbie Hunseder

Council Member Marney Babbitt-Pierce

Council Member Lisa O'Neill

Council Member Bill Regner



The History of Clarkdale

Established in 1912 and built by Senator William Andrews Clark, Clarkdale was founded as a modern copper-smelting company town for the employees of the mines in Jerome and their families. Ahead of its time, Clarkdale is renowned as the first master planned community in the State of Arizona. The Town of Clarkdale was incorporated in mid-1957.

Organizational Structure

Clarkdale is operated under a Council Manager form of government. The Town Council and Mayor are elected at large and serve four year terms. They are responsible for adopting the annual budget, making policy decisions, adopting ordinances, and with hiring and supervising the Town Manager and the Magistrate Judge.

The Town Manager's responsibilities include proposing the annual budget and overseeing daily operations, the budget, and the workforce.



48
Team
Members

Vision

The Town of Clarkdale connects our unique history, proximity to the Verde River, and small-town charm to a future with a vibrant economy. We cultivate an environment where residents and businesses can thrive; providing services and jobs for our residents and capitalizing upon tourism. We sustainably enhance our infrastructure, support the arts and education, and develop recreational opportunities to create a bright future for our entire community.

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.

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

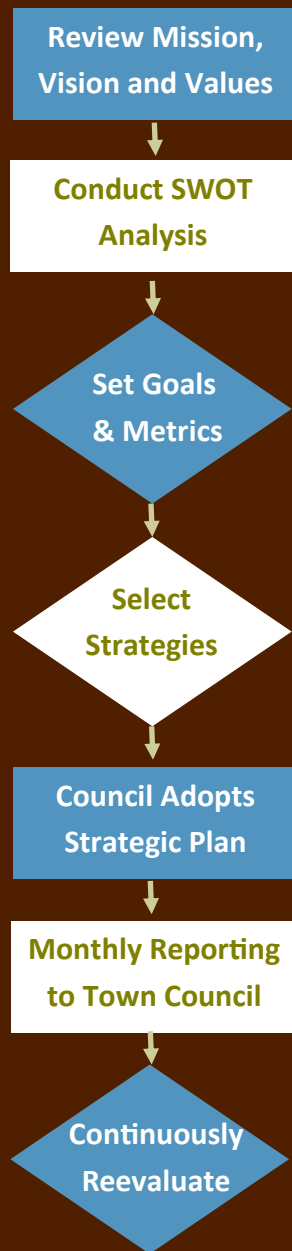
Preserving our history, charm, and environment

Planning for a sustainable future

Economic and social resiliency

Resourceful and innovative

Strategic Planning at a glance...



Kayakers enjoying the Verde River in Clarkdale.

Strategic Planning Process

- Annually, the Town Council, in coordination with Staff revisit the Vision, Mission and Values.
- The Council, Leadership Team, and Staff Members collaboratively identify organizational strengths, weaknesses, opportunities and threats (SWOT). These items come from a variety of sources, including: feedback from citizens, key performance indicators (metrics), regulatory requirements, changing legislation, studies assessments of existing infrastructure, feedback from employees, new technology, economic conditions, budget outcomes and more.
- The SWOT, Vision, Mission and Values are then used to identify key organizational goals and metrics to determine success.
- Once goals are set, the organization looks for strategies and tactics to achieve the goals.
- Council meets in work sessions to evaluate the strategic plan and ultimately adopts the annual plan.
- All strategies are placed on a project matrix that is updated by the Leadership Team monthly and provided to the Town Council.
- This is an annual process so projects are continually assessed to determine relevancy. It is a living document so the organization can pivot to take advantage of emerging opportunities.



Goals

The Town of Clarkdale has selected the following goals for Fiscal Years 2022-2023 and 2023-2024, based upon the SWOT analysis, vision, mission and input from stakeholders and staff.



GOAL AREA 1

Preserve and celebrate Clarkdale's unique, complex history.



GOAL AREA 2

Enhance the quality of life for residents, businesses and visitors to Clarkdale.



GOAL AREA 3

Enhance the quality and availability of parks, recreation and cultural opportunities.



GOAL AREA 4

Strengthen and diversify our economy through cultivating a business friendly climate for business attraction and strategically capitalizing upon tourism.

Goals

The Town of Clarkdale has selected the following goals for Fiscal Years 2022-2023 and 2023-2024, based upon the SWOT analysis, vision, mission and input from stakeholders and staff.



GOAL AREA 5

Plan for the maintenance and growth of quality infrastructure that is sustainable and resilient.



GOAL AREA 6

Strategically invest in organizational development to enhance efficiency and service delivery and to attract and retain an exemplary workforce.

Strategies and Tactics



GOAL AREA 1

**Preserve and celebrate
Clarkdale's unique, complex
history.**

MEASUREMENT

- ◆ Retain national historic status.
- ◆ Growing opportunities to share and highlight our history.
- ◆ Condition indexes of facilities.

1. Implementation of a Historic Preservation Ordinance. (2022)
2. Preserve historic integrity of Town Complex to maintain the historic nature of the structures, as identified in the CIP. (Ongoing)
3. Support community partners and their historic preservation efforts. (Ongoing)
4. Complete an assessment of the Town campus to determine all deferred maintenance needs. (2022/2023)
5. Apply for grants and seek funding to make needed repairs identified in the assessment. (Ongoing)
6. Implement short term repairs to Clark complex identified in the CIP for 2022/2023.
7. Work with the Clarkdale Historic Society & Museum to reopen the museum to the public. (2022/2023)
8. Complete a neighborhood revitalization plan to position the Town to apply for additional CDBG funds for Patio Park. (2023)
9. Replace faded history boards throughout Town. (2022/2023)
10. Work with the Historic Society & Museum and/or Historic Preservation Commission to utilize oral history and use of QR codes in the self-guided tours of the history boards and buildings. (Ongoing)
11. Create and maintain inventories of historic properties, sites, landscapes, signage, and other historic features. (HP Strat Plan: Ongoing)
12. Develop a program of public education regarding historic preservation and its importance to Clarkdale. (HP Strat Plan: Ongoing)
13. Develop an education program along the Verde River regarding its historic importance to Clarkdale (trading route, home to Sinaguas, Yavapais and Apaches). 2023/2024
14. Consider design review for commercial and multi-family in the historic district via the historic preservation ordinance. (2022/2023)

Strategies and Tactics



GOAL AREA 2

Enhance the quality of life for residents, businesses and visitors to Clarkdale.

MEASUREMENT

- ◆ Crime stats.
- ◆ Citizen satisfaction.
- ◆ Affordable housing options.

1. Ensure adequate staffing, training and equipment for Police Department and Code Enforcement. (Ongoing)
2. Implement a Town reverse 911 system. Promote thoroughly. (2022)
3. Conduct exercises to prepare for emergency situations. (Ongoing)
4. Seek a variety of communication methods to ensure we are reaching our residents with important Town information. (Ongoing)
5. Seek ways to grow inclusiveness in the Town through workgroups, public forums, focus groups, surveys and relationship building. (Ongoing)
6. Conduct outreach to promote diverse board/commission participation and volunteerism and build upon the robust process currently in place. (Ongoing)
7. Actively work to keep the heart of the community, downtown, vibrant through economic development activities, code enforcement, public infrastructure investment and maintenance.
8. Identify the type(s) of new housing needed to achieve a vibrant economy. (2022/2023)
9. Identify parcels appropriate for the diversity of housing needed for a vibrant economy. (2022/2023)
10. Identify those aspects of the Town that give it the “small town charm” and retain them. (Ongoing)
11. Advocate for equitable funding for Yavapai College in the Verde Valley. (Ongoing)
12. Educate new residents about water and fire and its impact on sustainability in Clarkdale. (Ongoing)
13. Launch a Citizen Police Academy. (2023)
14. Host a National Night Out Event. (2022)
15. Continue Neighborhood Clean Ups. (Ongoing)
16. Review Codes. (Ongoing)

Strategies and Tactics



GOAL AREA 3

Enhance the quality and availability of parks, recreation and cultural opportunities.

MEASUREMENT

- ◆ Park space per capita.
- ◆ Trail miles.
- ◆ Satisfaction surveys.
- ◆ Quantity, quality and attendance at events and programming.

1. Produce a map showing trails and future connectivity. (2023/2024)
 - Put trails map on Town website and kiosks.
 - Promote trails connectivity via work with Verde Front.
2. Complete Selna Mongini park project. (2022-2024)
3. Evaluate bike lanes for new/reconstruction of roadways. (Ongoing)
4. Update the gazebo. (2022)
5. Utilize CDBG funds to revitalize Caballero Park. (2022/2023)
6. Implement a park maintenance schedule. (2023)
7. Add a public works staff member to ensure park maintenance goals are met. (2022/2023)
8. Continue working with developers to add parks and amenities to new developments. (Ongoing)
9. Annually update or replace aging park infrastructure. Work toward establishing a five-year replacement plan. (Ongoing)
10. Partner with other entities for events and programming; specifically those that support the environment and sustainability as well as the arts. (Ongoing)
11. Continue to enhance services and amenities related to the Verde River. (Bathrooms, RAPS, dust control and parking.) (Ongoing)
12. Actively work on a plan to connect our neighborhoods through trails, sidewalks, pathways and bike lanes. (Ongoing)
13. See strategy for an arts incubator in Goal 4.
14. Develop specific programming for each park. (Ongoing)
15. Ensure all park amenities are listed on the website. (2022)

Strategies and Tactics



GOAL AREA 4

Strengthen and diversify our economy through cultivating a business friendly climate for business attraction and strategically capitalizing upon tourism.

MEASUREMENT

- ◆ Sales tax.
- ◆ Business sustainability.
- ◆ Stability of population.
- ◆ Jobs/employment.

1. Continue partnering with the Verde Canyon Railroad and other businesses in Clarkdale to enhance business development. (Ongoing)
2. Continue operations of Verde River RAPs. (Ongoing)
3. Explore the feasibility of Broadband in Clarkdale. 2022/2023
4. Provide water/wastewater infrastructure along 89A for future residential and commercial growth. (2023/2024)
5. Strategically assist with economic development opportunities in the downtown area, on the 89 Bypass and Broadway. (Ongoing)
6. Establish a Tourism Marketing Working Group. (2022)
7. Work with community to identify marketing brand. (2022)
8. Fiscally capitalize upon tourism (Retail development). (Ongoing)
9. Retain a consultant to work with site selectors to attract businesses that meet the needs of Clarkdale. (2023)
10. Collaborate regionally to provide workforce housing. (Ongoing)
11. Partner with the college as an asset for workforce training as well as business services and lifelong learning opportunities. (Ongoing)
12. Support entrepreneurship and attract "locate anywhere" businesses, using VVREO, SBDC, REDC, ACA & Local First. (Ongoing)
13. Conduct analysis and study with ASU to develop an arts incubator and/or pop up shops in downtown. (2023/2024)
14. Implement local "shop online" educational campaign. (2023)
15. Create an economic development web page with tools and referrals to business start up assistance. (2023)
16. Complete an updated study on the Bittercreek Industrial Area in partnership with ASU. Develop a strategic plan for the Bittercreek Area involving the stakeholders and the understanding of being located next to a Class 1 Airshed: Residential, commercial businesses, light manufacturing. (2023)
17. Begin study of a wayfinding program. (2023/2024)
18. Establish a business development working group. (2023)
19. Promote light industrial freight as a regional asset. (Ongoing)

Strategies and Tactics



GOAL AREA 5

Plan for the maintenance and growth of quality infrastructure that is sustainable and resilient.

MEASUREMENT

- ◆ Annual investment in capital projects.
- ◆ Condition of roadways (condition indexing).
- ◆ Line breaks.
- ◆ Customers on water and sewer.

1. Auditorium AC Upgrade. (2022)
2. Broadway Overlay Phase II (2022-2024)
3. 89A Water and Sewer Improvements (2022-2024)
4. Continue annual CIP planning process with addition of scoring methodology and public participation. (Ongoing)
5. Get projects shovel ready so we may seek grants for major capital projects. (Ongoing)
6. Complete the IIP (Infrastructure Improvement Plan) and Rate Study for water and wastewater. (2022/2023)
7. Implement 2022/2023 CIP projects.
8. Ensure adequate funding is budgeted for maintenance of water and wastewater plants. (Ongoing)
9. Complete a plan for ongoing street maintenance to extend the life of our paved system. (2023/2024)
10. Bring Mescal Well online. (2022-2024)
11. Begin planning for new storage tank in the next three years. (2024)
12. Possibly begin design of Bitter Creek Bridge II (pending grant outcome). (2022)
13. Work on preparing for road connectivity—particularly Black Hills Drive and Centerville. (2022-2024)
14. Expand wastewater capture and add more re-use of effluent (purple pipe). (2022-2024)

Strategies and Tactics



GOAL AREA 6

Strategically invest in organizational development to enhance efficiency and service delivery and to attract and retain an exemplary workforce.

MEASUREMENT

- ◆ Turnover of staff metrics.
- ◆ Time with vacancies.
- ◆ Employees per capita.
- ◆ Citizen satisfaction survey.
- ◆ Employee satisfaction survey.
- ◆ Process improvement events and outcomes (Kaizen).
- ◆ Completion of DMAIC projects.

1. Continue recently implemented employee newsletter. (Ongoing)
2. Continue adding low cost/high impact benefits. Determine which benefits are most highly valued by staff. (2023)
3. Host employee appreciation events quarterly. (Ongoing)
4. Do annual 1 on 1s with all employees to discuss compensation.
5. Ensure quarterly 1 on 1s with supervisors and direct reports are occurring and are documented. (Ongoing)
6. Investigate and select an electronic time keeping system. (2023)
7. Begin early steps of launching a Six Sigma program; balance with creative hot-washes (lessons learned). (Ongoing)
8. Establish key performance indicators (metrics) maintained monthly. (Ongoing)
9. Establish a succession planning process and look for opportunities to create career ladders. (2022-2024)
10. Improve organizational onboarding process. (2023)
11. Assess options to outsource non specialized tasks. (Ongoing)
12. Seek technological and process improvement through process mapping events (Kaizen) and auditing IT risks. (Ongoing)
13. Continue online employee training program. (Ongoing)
14. Conduct annual benchmarking for pay and benefits. (Ongoing)
15. Create safety committee (to minimize risk and control costs). 2023
16. Launch customer service training program. (2023/2024)
17. Put in place customer service complaint portal so residents can check the status of issues. (2022/2023)
18. Review policies related to response time and other operational topics to update employee manual. (2022/2023)
19. Maintain use of project matrix to establish priorities. (Ongoing)
20. Revamp performance review process. (2023)
21. Implement Incode improvements (P.O.s, etc.) (2023/2024)
22. Do the Q12 employee survey every two years. (Ongoing)



Town of Clarkdale

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Staff Report

Item Number: 5.C.

Agenda Item:

BUDGET PROPOSAL FOR FISCAL YEAR 2022-2023

Staff will provide a presentation regarding the draft budget proposal for fiscal year 2022-2023.

Staff Contact:

Susan Guthrie, Town Manager

Meeting Date:

June 14, 2022

Background:

Since January, Town Staff have been in the process of preparing the Fiscal Year 2022/2023 proposed budget. As part of that process, the Council has held the following work sessions, open to the public, to provide input to staff on key considerations:

- Feb. 8 – Council workshop to discuss Compensation Study
- April 26 – Council workshop to discuss draft budget and provide recommendations. Also discussed changes to the FOG
- May 10 – Council workshop to review revised budget and discuss financial impacts
- May 10 – Council meeting to adopt changes to the FOG
- May 24 - Council meeting to present budget proposal

Additional discussion on the proposed budget will be held at the following meetings:

- June 14 – Final Update to Council Before Tentative Budget Adoption
- June 28 – Tentative Budget Adoption – Sets Upper Limit
- July 26 – Public Hearing for Budget and Property Tax Levy
- July 26 – Final Budget Adoption
- Aug. 9 – Adopting the Tax Levy

Budget Impact:

No budget impact.

Recommendation:

No recommendation. This item is for presentation and discussion only.



FY2023 Proposed Budget

TOWN OF CLARKDALE

TOWN COUNCIL BUDGET WORKSHOP

TUESDAY, JUNE 14, 2022

Arizona Revised Statutes

42-17101. Annual county and municipal financial statement and estimate of expenses

On or before the third Monday in July each year the governing body of each county and incorporated city or town shall prepare:

1. A full and complete statement of the political subdivision's financial affairs for the preceding fiscal year.
2. An estimate of the different amounts that will be required to meet the political subdivision's public expense for the current fiscal year entered in the minutes of the governing body and containing the items prescribed by section 42-17102.
3. A summary schedule of estimated expenditures and revenues that shall be:
 - (a) Entered in the minutes of the governing body.
 - (b) Prepared according to forms supplied by the auditor general.

Major Initiatives

- ❖ Ensure adequate staffing levels, competitive pay and benefits to attract and retain a quality workforce
- ❖ Invest in studies to predict future operational and capital needs
- ❖ Prepare a budget that allows the Town to take advantage of future grant opportunities
- ❖ Expand the Capital Improvement Plan to ensure high quality infrastructure

Keys to a successful budget cycle

- ❖ Transparency in the process:

- ❖ February 8 - work session to discuss the compensation study

- ❖ April 26 - work session to review details of a draft budget

- ❖ May 10 - work session to review updated budget

- ❖ May 24 - Presentation of current budget status



- ❖ June 14 - Final update to Council before Tentative budget

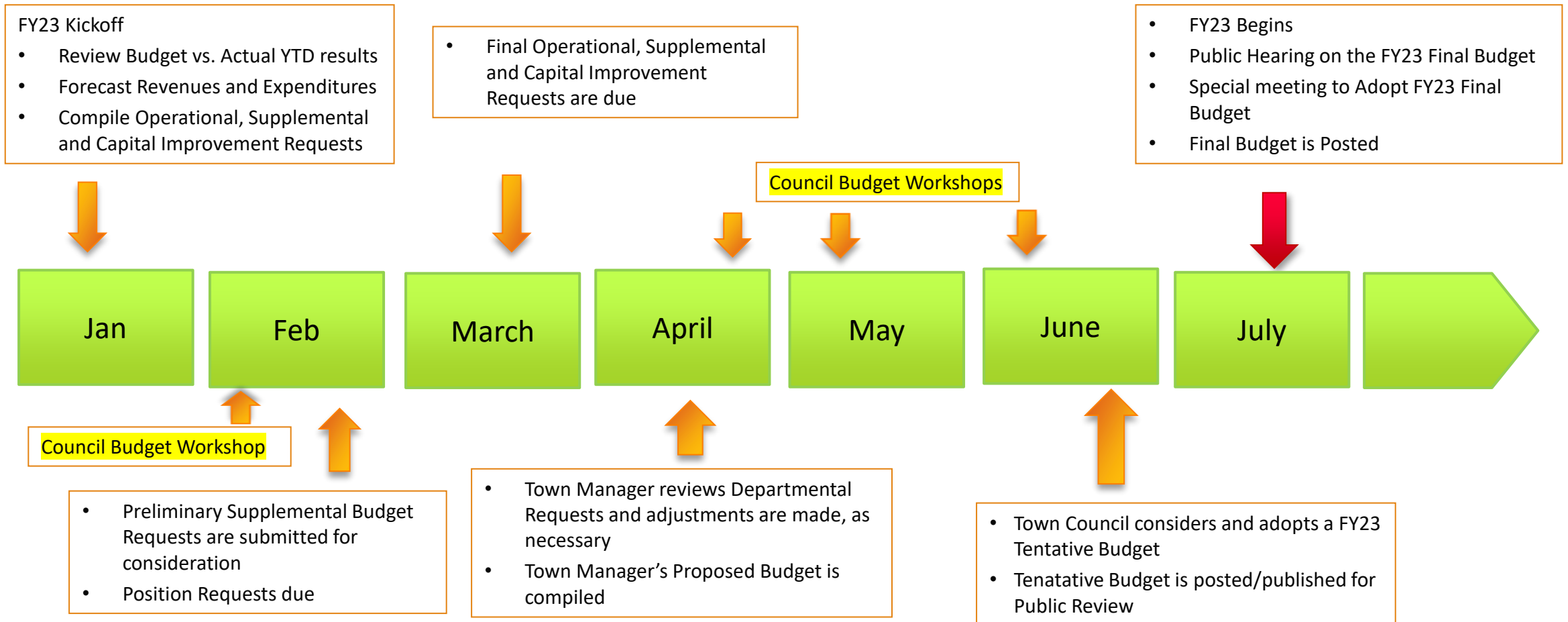
- ❖ June 28 - Tentative budget adoption – Sets upper spending limits

- ❖ July 26 - Public hearing for budget and property tax levy

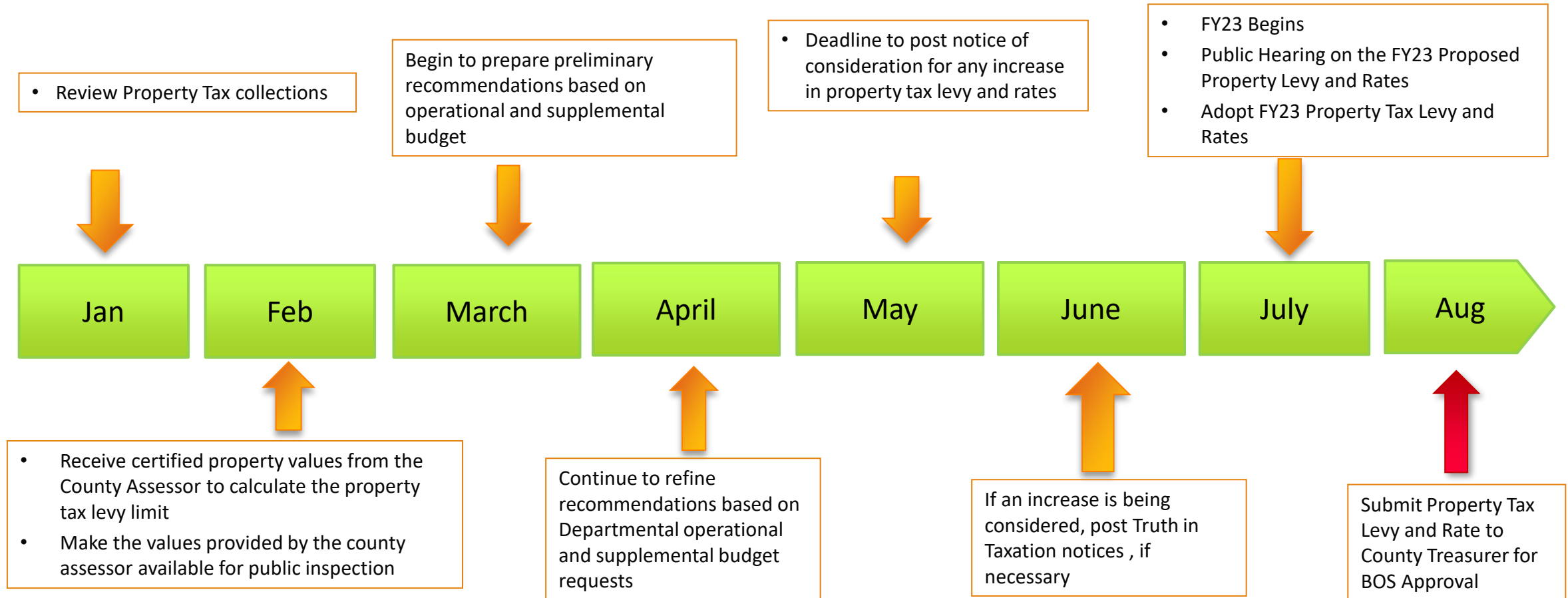
- ❖ July 26 - Final budget adoption

Budget Calendar

Capital and Operating Budget



Primary Property Tax



Primary Property Tax

No increase in property tax for fiscal year 2023

- As a result, the primary property tax rate is reduced from 1.5318 to 1.4765

Increased housing from construction related activities widens the tax base

- Collections increase from \$598,685 in FY22 to \$620,127 in FY 23

Budget Overview

Budget Framework

- *Base Budget* – ongoing revenue and expenditures that are normal from year to year.

Does include:

Adjustments based on economic factors

Does not include:

Supplemental Requests

Capital Improvement Projects

Budget Framework

- *Supplemental Request* – proposal to increase, expand or add new service(s) or costs to the Operating Budget.

Examples: Add Staff

 Increase Compensation

 Increase Programming (e.g., add concerts)

 Add New Service (e.g., after school program)

Budget Framework

- *Capital Improvement Plan* – A five-year plan for capital assets and infrastructure.

Multiple funding sources

Current year of the plan is budgeted

FY 2023-27 CAPITAL IMPROVEMENT PLAN

PROJECTS AND FUNDING SOURCE SUMMARY

FY 23-27											
Project Number	Project Description	CIP from FY22	General Fund	Water	Wastewater	Sanitation	HURF	Cemetery	Grants	Donation	CIP Total
GG1/G01	Administrative Building Rehab and Improvements	\$ 34,392	\$ 20,608	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,000
GG2/G02	Auditorium AC Unit Upgrade	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ 125,000
GG4/G11	Clark Building North Soffit Rebuild	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ 45,000
GG6/G03	Information Technology Replacement Plan		\$ 3,250	\$ 1,462	\$ 1,300	\$ 488	\$ -	\$ -	\$ -	\$ -	\$ 6,500
GG10/G08	Community Broadband Initiative	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ 225,000
G09	Affordable Housing Initiative	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
G14	Historic Building Assessment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000
G16	Clarkdale Clubhouse Window replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 436,000	\$ -	\$ 436,000
G17	Clark Building balcony rehab	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
G18	Historic Preservation Ordinance	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
G19	Reverse 911 System	\$ 4,500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
PK1/P01	Selna-Mongini Park Improvements	\$ 438,003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 729,188	\$ 31,340	\$ 1,198,531
PK2/P02	Town Park Gazebo Improvement	\$ 75,000	\$ 13,320	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,680	\$ -	\$ 150,000
PK3/P03	Park Playground Safety Replacement Program	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
PK4/P04	Trails Planning and Development	\$ 30,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
P06	Caballero Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 348,000	\$ -	\$ 348,000
ST1/T01	Broadway Overlay - Phase 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,000	\$ -	\$ -	\$ -	\$ 95,000
T03	Bitter Creek Bridge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 807,500	\$ -	\$ 807,500
T06	Centerville Road Extension	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 290,000	\$ 290,000
CM1/C01	Cemetery System Wide Upgrade	\$ 76,158	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 17,500	\$ -	\$ 193,658
VR1/V01	Public Safety Vehicle Replacement (2 per year)	\$ -	\$ 112,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112,500
VR2/V02	Enterprise Operations Vehicle Replacement	\$ 10,055	\$ -	\$ -	\$ 69,945	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000
VR4/V03	Public Works/General Govt Vehicle Replacement	\$ 23,414	\$ 12,586	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,000
S05	Black Hills Sewer Extension	\$ 50,583	\$ -	\$ -	\$ 199,417	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 500,000
S06	Reclaim Feasibility (moved to supplemental)	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000
WA2/W02	Distribution - Mid Zone PRV	\$ -	\$ -	\$ 132,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 132,000
WA4/W06	Distribution - 89A Water and Sewer Improvements	\$ -	\$ -	\$ 170,000	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 340,000
WA5/W04	Distribution - Meter Replacement	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000
WA6/W05	Treatment - Mescal Well	\$ -	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000
W08	Production - Well Pump Replcmnt	\$ -	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000
W10	Distribution - EPA Lead and Copper Rule Compliance	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
W11	Distribution - Water Meter Box Rehab	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000
W12	Infrastructure - Mountain Road Water Line	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
W13	Distribution - Panorama Booster Station Rehab	\$ -	\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,000
W15	Production - Well 3 Reactivation	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
W16	Rate Study and IIP (Infrastructure Plan)	\$ -	\$ -	\$ 65,000	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,000
W17	89A Reservoir Rehab	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000
Total Capital Improvement Plan		\$ 917,105	\$ 237,764	\$ 1,351,462	\$ 505,662	\$ 488	\$ 95,000	\$ 100,000	\$ 2,879,868	\$ 571,340	\$ 6,658,689

CIP changes since last work session

- 1) Project V02, Enterprise Vehicle Replacement, funding change for FY23

Project funded by Wastewater only for purchase of a reclaimed water truck

- 2) Project W16, Rate Study and IIP, originally funded through Water only

Changed funding source to Water and Wastewater

- 3) Project W17, 89A Reservoir Rehab, was omitted from the project list in error

Updated documents show W17 and funding from Water at \$175,000

Budget Highlights

- Operating Budget (Tab 9) Maintains current levels of services with some inflationary pressures
- Supplemental Requests (Tab 10) total \$866K (\$776K recommended)
- Capital Improvement Budget (Tab 11) totals \$19.8M over the next 5 years
- Grant Funds
 - Expect \$733K in American Rescue Plan Act Grant Funds for FY23
 - Budgeting for historical awards and significant contingency
- Contingency Appropriation of about \$800K across all funds
 - Use of Contingency must have Council approval
- Personnel Expenses:
 - Pay adjustment proposals in Supplemental
 - Slight retirement contribution decrease for both Sworn and Non-Sworn plans
 - Healthcare increased by 3% - Covered by the Town
 - Addition of two staff members (Will result in enhanced public safety and parks maintenance)

Major Assumptions

EXPENDITURES (TAB 9)

Pension Retirement Rates

- ASRS Contribution - 12.17% (was 12.41%)
- PSPRS Contribution (Tiers 1 & 2) – 28.68% (was 31.12%)
- (Tier 3) – 25.19% (was 27.52%) Disability cost – 1.66%
- Continue the additional PSPRS payment
- Prepayment of contributions

Inflationary Pressures

- Fuel
- Ammunition
- Building Materials (impacts both Ops/CIP)
- Supply Chain

Election costs

- For costs incurred in FY23

REVENUES (TABS 7 & 9)

No Tax/Fee Increases

Local Revenues Tax

- Adjusted activities based upon trends and forecast

General Fund

- Transaction Privilege Tax (Sales Tax)
- Urban Revenue Sharing (Income Tax)
- State Shared Sales Tax
- Auto-in-Lieu (VLT)

State-Shared Revenues from March Estimate

- Inclusive of Highway User Revenue Funds
- Does not reflect any proposed legislation

Enterprise Funds

- Trending higher due to housing occupancy

Sources of Funds Includes Fund Balance

FUND BALANCE AVAILABLE (TAB 8)

Represent Budget Surplus From Prior Years

- Revenues were higher
- Expenditures were less
- Combination of both
- Less: restricted, committed, or assigned funds

Enterprise Funds Call this Net Position

- Inclusive of Capital Assets

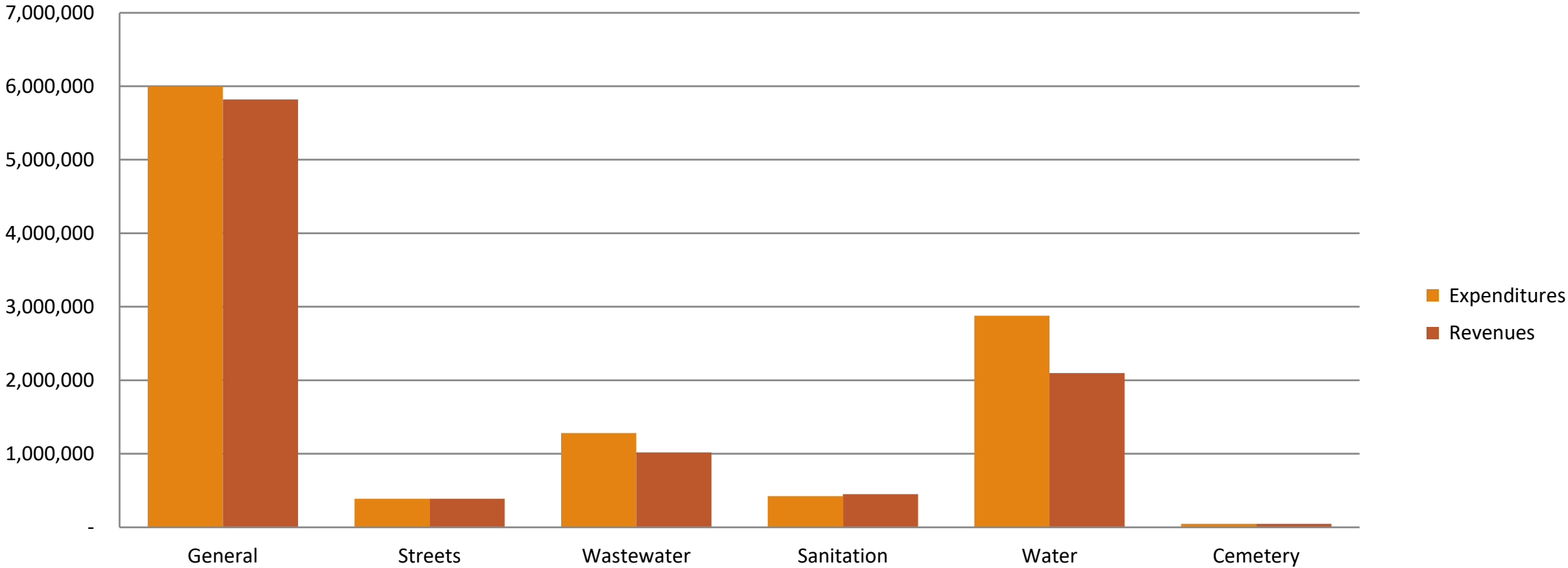
Fund Balance May be Appropriated

Fund Balance Reserve Targets Recommended

- Rainy Day Fund maintained

FUND (number)	EST VALUE 6/30/22
General (01)	\$1,922,415
HURF (03)	941,973
Streets (06)	228,895
Wastewater (11)	736,878
Sanitation (12)	220,363
Water (13)	4,531,458
Cemetery (19)	5,278
Capital Construction (24)	1,190,941

FY23 Proposed Operating Budget By Fund (Tab 9)



General Fund

REVENUE AND EXPENDITURE REVIEW

General Fund Revenue Considerations

Economic Assumptions into FY23

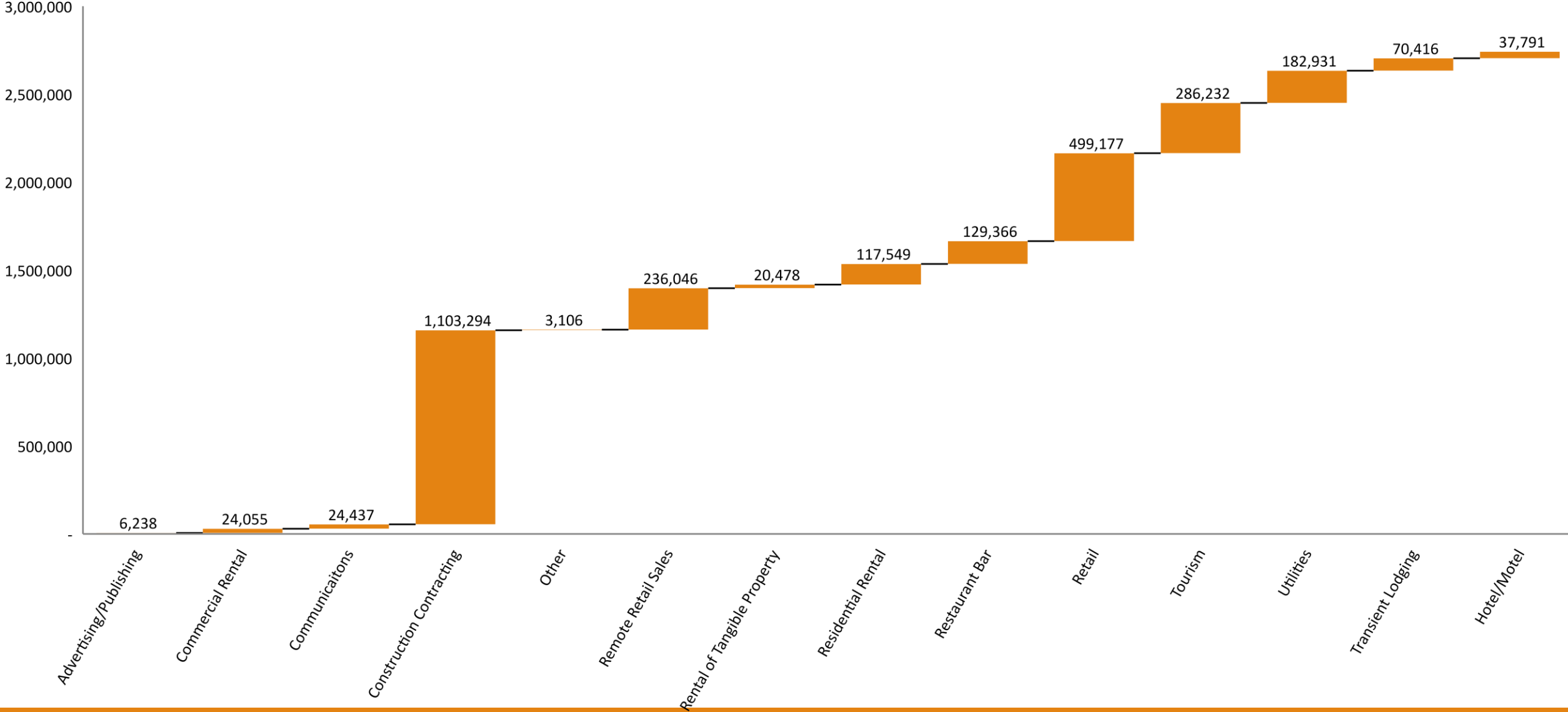
- Construction Trending Up, but may slow – Impact to Permits and Construction Tax
- Retail Remains Strong
- Utility Taxes Higher Due to Increase in Occupied Housing
- Residential Rental Taxes Higher as Rents Climb
- Tourism Sector Increase

No Tax/Fee Increase

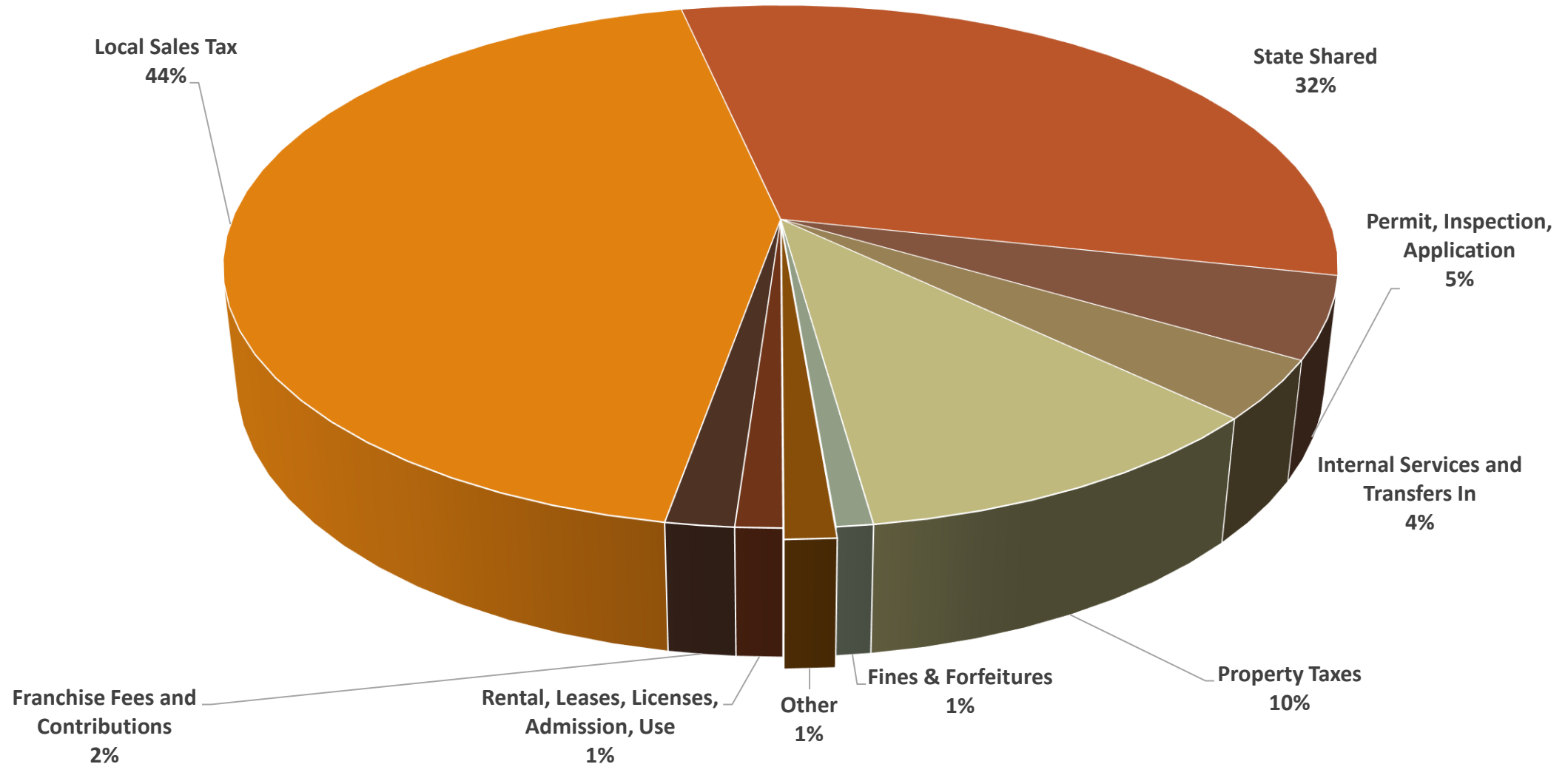
Primary Property Tax increase in collections based upon new construction

- Rate Reduced from \$1.5318 to \$1.4765

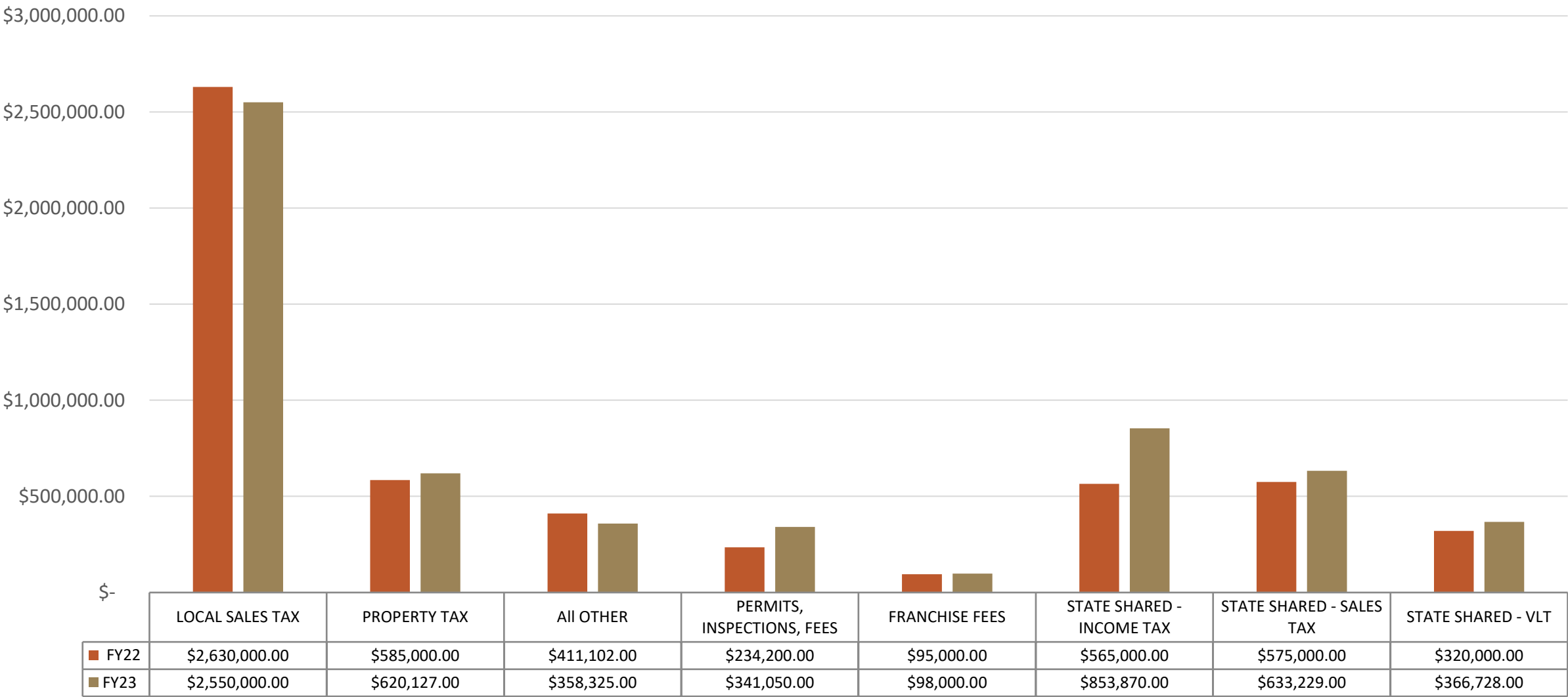
Local Sales Tax - FY22 Estimate by Activity



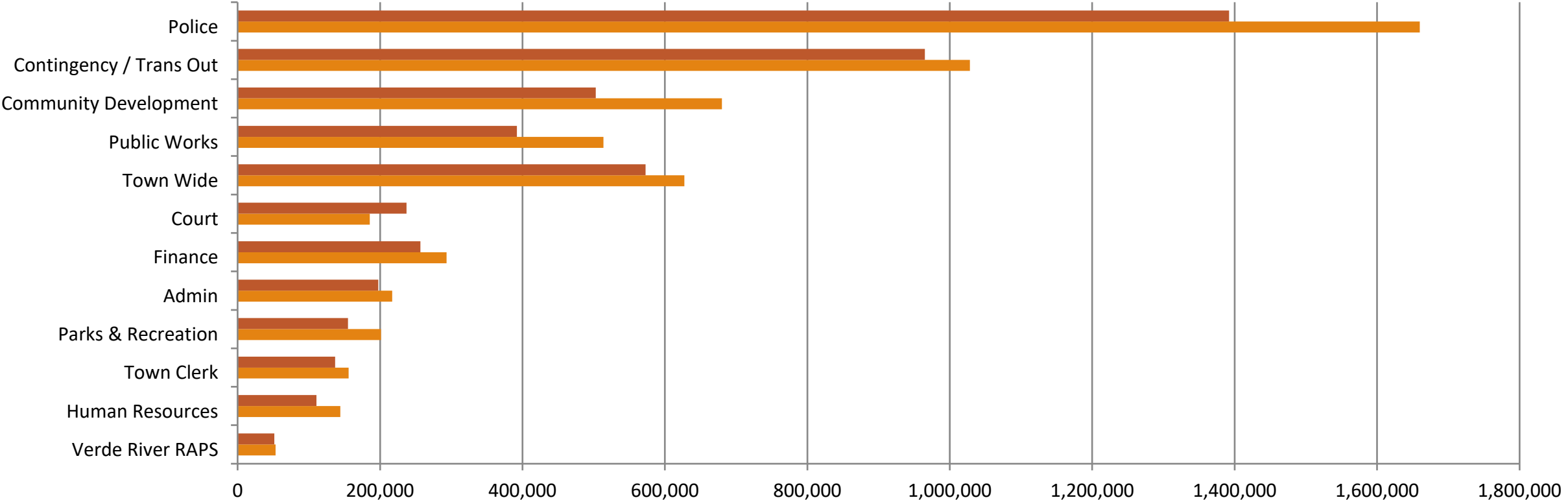
FY23 Revenues By Type – General Fund



Major General Fund Revenue Sources – Year/Year



General Fund Expenditures by Department



	Verde River RAPS	Human Resources	Town Clerk	Parks & Recreation	Admin	Finance	Court	Town Wide	Public Works	Community Development	Contingency / Trans Out	Police
FY22	51,565	110,713	137,002	155,096	197,552	256,559	237,233	572,763	392,179	502,900	965,143	1,392,213
FY23	53,213	144,063	155,735	201,180	217,020	293,262	185,542	627,181	513,540	679,993	1,028,370	1,660,041

Enterprise Funds

REVENUE AND EXPENDITURE REVIEW

Enterprise Fund Revenue Considerations

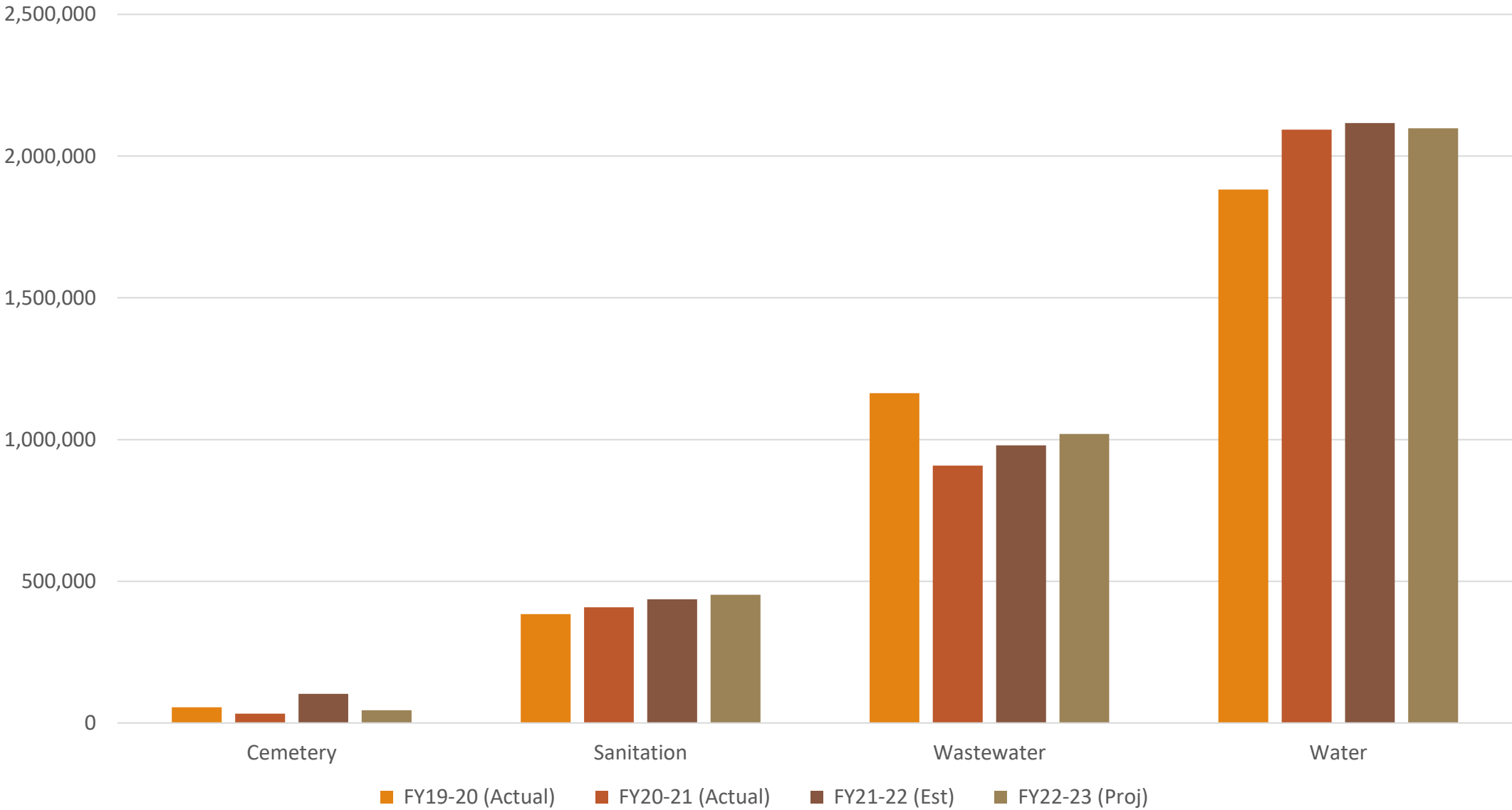
Economic Assumptions into FY23

- Increase in Housing Occupancy
- Consumer Behavior Consistent (e.g., consumption)

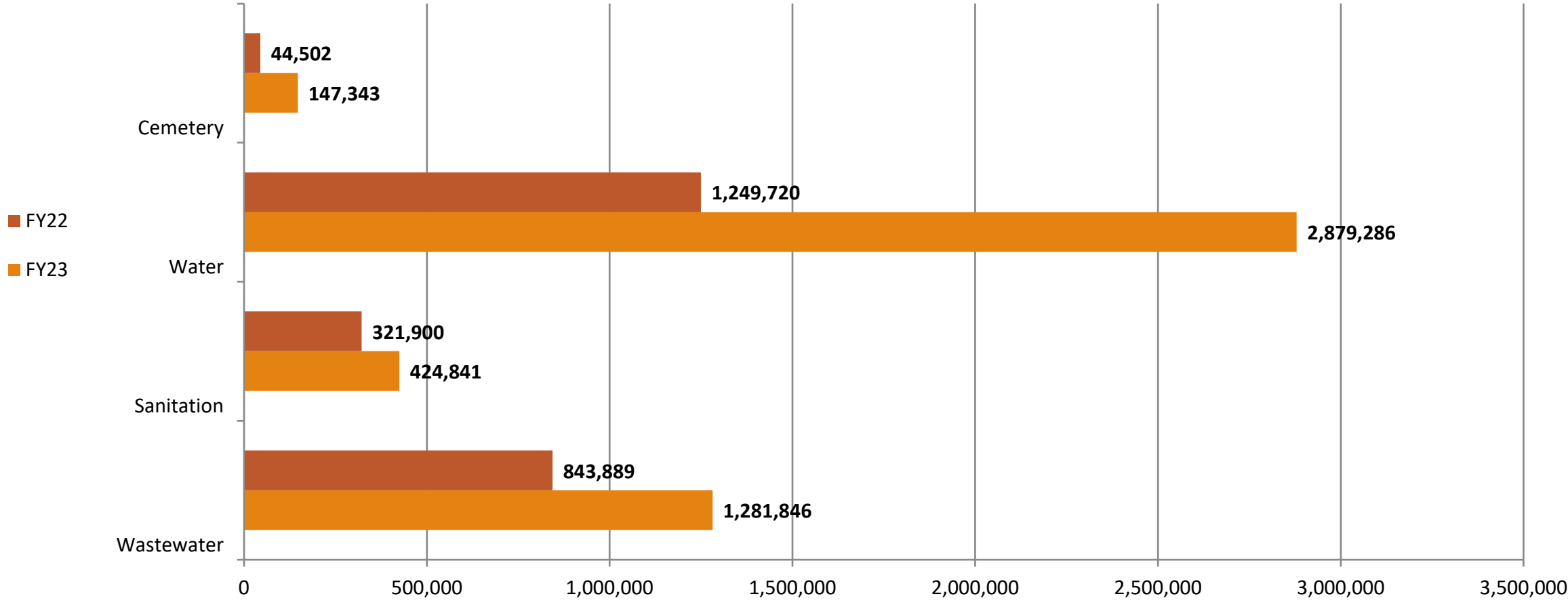
No Fee Increase

We can make final adjustments prior to Tentative Budget Review/Adoption

Enterprise Fund Revenues



Enterprise Fund Expenditures by Enterprise



Next actions scheduled:

June 28 – Tentative Budget

July 26 – Public Hearing/Final Budget

THANK YOU!