NOTICE OF A REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE
TUESDAY, JULY 14, 2026 AT 6:00 PM

In Person: Clark Memorial Clubhouse, 19 N. Ninth St., Clarkdale AZ
OR
Join Zoom Meeting
https://us02web.zoom.us/j/88268309680
Meeting ID: 882 6830 9680

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

Town of Clarkdale Vision

The Town of Clarkdale capitalizes on our unique history, proximity to the Verde River, and small-town charm. We cultivate an environment where residents and businesses can thrive.
We sustainably enhance our infrastructure, support the arts and education, and develop recreational opportunities to create a bright future for our entire community.

PURSUANT TO A.R.S. §38-431.02, NOTICE IS HEREBY GIVEN to the members of the Common Council of the Town of Clarkdale and to the general public that the Town of Clarkdale Town Council will hold a Regular Meeting open to the public on Tuesday, July 14, 2026, at 6:00 PM in a hybrid meeting via Zoom Video Conference or in person at 19 N. Ninth Street, Clarkdale, Arizona, Clark Memorial Clubhouse, Men's Lounge. Members of the Clarkdale Common Council will attend either in person or by telephone, video or internet conferencing. Pursuant to A.R.S. §38-431.03, the Council may vote to recess the meeting and move into Executive Session on any item, which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda.
Supporting documentation and staff reports furnished to the Council with this agenda are available for review on the Town website at www.clarkdale.az.gov and the Town Clerk's Office.

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

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **CALL TO THE PUBLIC**
   The Town Council invites the public to provide comments at this time. Members of the Town Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01, action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further

consideration and decision at a later date. Persons interested in making comments on a specific agenda item are asked to complete a brief form and submit it to the Clerk or liaison during the meeting. Each speaker is asked to limit their comments to three minutes unless a different amount of time is noted on the agenda or is determined by the Presiding Officer or by a majority vote of the Council, Commission or Committee.

4. REPORTS

A. Current Events – (submitted electronically)

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

- Mayor's Report
- Vice-Mayor's Report
- Councilmembers' Reports

B. Organizational Reports – (submitted electronically)

Reports regarding regional organizations submitted electronically:

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

5. CONSENT AGENDA

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

A. Approval of Minutes

Consider and act upon the draft minutes from the regular meeting held on June 23, 2026.

B. Resolution No. 1765 - Making an Appointment to the Municipal Property Corporation

Consider and act upon Resolution No. 1765, making an appointment to the Municipal Property Corporation.

C. 10-12 Lounge Liquor License Application - Series 06 - Bar

Consider and act upon an application submitted by Michael Kaffer Jr. on behalf of the 10-12 Lounge for a Series 06 Bar License.

6. NEW BUSINESS

A. PUBLIC HEARING - Ordinance No. 457, A General Plan Text Amendment, Chapter 3 - Circulation Element

The Town Council will hold a public hearing to take public comments on Ordinance No. 457, a General Plan text amendment to Chapter 3 - Circulation Element, related to Road Cross-Sections.

B. Ordinance No. 457 - A General Plan Text Amendment, Chapter 3 - Circulation Element

Discuss, consider and act upon Ordinance No. 457, a General Plan text amendment to Chapter 3 - Circulation Element, related to Road Cross-Sections. Attachments included with item 6a.

C. PUBLIC HEARING - Ordinance No. 458, A General Plan Text Amendment to Chapter 2 - Land Use Element

The Town Council will hold a public hearing to take public comment on Ordinance No. 458, A General Plan Text Amendment to Chapter 2 - Land Use Element, including amendments to Section 2.2 Zoning Districts, Section 2.3 Land Use Designations with the addition of Subsection 2.3.1 Interpretation of Legacy Commercial Designations, and the addition of a Cross-Reference Note to the Future Land Use Map.

D. Ordinance No. 458 - A General Plan Text Amendment to Chapter 2 - Land Use Element

Discuss, consider and act upon Ordinance No. 458: A General Plan Text Amendment to Chapter 2 - Land Use Element, including amendments to Section 2.2 Zoning Districts, Section 2.3 Land Use Designations with the addition of Subsection 2.3.1 Interpretation of Legacy Commercial Designations, and the addition of a Cross-Reference Note to the Future Land Use Map. Attachments included with item 6c.

E. PUBLIC HEARING - Ordinance No. 460, Text Amendments to Article 17-8, Historic Preservation Commission of the Town Code

The Town Council will hold a public hearing to take public comments on Ordinance No. 460, text amendments to Article 17-8, Historic Preservation Commission of the Town Code.

F. Ordinance No. 460 - Text Amendments to Article 17-8, Historic Preservation Commission of the Town Code.

Discuss, consider and act upon Ordinance No. 460, Text Amendments to Article 17-8, Historic Preservation Commission of the Town Code. Attachments included with item 6e.

G. Ordinance No. 462 - Adoption of the Property Tax Levy for the fiscal year ending June 30, 2027.

Discuss, consider and act upon Ordinance 462, establishing the primary property tax levy in the amount of $.13981 per hundred of assessed valuation ($1.3981 per thousand of assessed valuation) for the fiscal year ending June 30, 2027.

H. Resolution No. 1764 - Updating the Town Fee Schedule - Sanitation, Parks and Community Development

Discuss, consider and act upon Resolution No. 1764, updating the Town Fee Schedule by setting Sanitation, Parks and Community Development rates, amending Resolution No. 1754.

I. 2025-2026 General Plan Annual Report

Discuss, consider, and act upon the 2025-2026 General Plan Annual Report.

J. Human Resources Policy Updates
Discuss, consider and act upon minor revisions to the Human Resources Policy Manual.

K. Bitter Creek Bridge Girders
Discuss, consider, and act upon a proposal from Stinger Bridge and Iron in the amount of $128,129.60 for the Bitter Creek Bridge girders.

L. Professional Services Contract to Provide Town Engineer Services
Discuss, consider and act upon a Professional Services Contract with Ardurra to provide Town Engineer Services.

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

8. ADJOURNMENT

Values

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

COPPER
Customer focused
Open, transparent and equitable
Preserving our history, charm, and environment
Planning for a sustainable future
Economic and social resiliency
Resourceful and innovative

Mission

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

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

From the office of Mayor Prud'homme-Bauer

June 2026 Report

Regularly Held Monthly Meetings:

- Regular weekly one-on-one meetings with the Town Manager on Wednesdays.
- Agenda review meetings on Monday afternoon before the Town Council meeting.
- Host twice monthly Verde Valley Mayors/Managers Zoom meetings.
- Monday morning LACT Legislative Call (when they are scheduled).

Other Meetings, Events, Emails and Phone Calls:

- Attended the Countywide Water Resources & Open Space Committee meeting in Prescott with Cottonwood Mayor Ann Shaw.
- Attended a meeting with Rep. Andy Biggs as candidate for Governor and mayors from other Verde Valley municipalities.
- Participated in virtual webinars on Downtown Retail Strategies and the State of the Nation's Housing.
- Virtual meeting of the GAHRE policy committee of League of Cities and Towns.
- Met with Supervisor Check, Cottonwood Mayor Shaw, Cottonwood Airport Manager Probst and Government Affairs person from Embry Riddle for updates.
- Attended the Yavapai County Supervisors meeting on the proposed opportunity zones.
- Attended the biennial County Mayors and Managers meeting.
- Attended the monthly Sustaining Flows Council meeting.
- Attended a work session regarding a water conservation ordinance and drought planning ordinance update.
- Responded to phone calls and emails regarding an APS Fire Mitigation camera.
- Met with candidate for State Senate: Shawn Dell Wildman.
- Attended the ribbon cutting ceremony at Verde Valley Humane Society for new adoption park.
- Attended the Gordian award ceremony at Selna-Mongini STEAM Park.

From the office of Vice Mayor Hunseder

June 2026 Report

06/02/26 – Attended CDBA meeting.

06/06/26 – Attended Clarkdale Concert in the Park.

06/22/26 – Met one-on-one with Town Manager Andersen.

06/23/26 – Town of Clarkdale Council meeting and Water Conservation work session.

06/24/26 – Attended Joni Westcott retirement party – Wishing her all the best!

06/25/26 – Attended NACOG Exec. Committee meeting and Regional Council meeting.

06/26/26 – Attended Veterans Pinning Ceremony a The Station on 6th.

06/30/26 – Attended VVHS Adoption Park ribbon cutting event.

06/30/26 – Attended Gordian's award ceremony for Selna-Mongini STEAM Park.

From the office of Council Member O'Neill

June Report

6-17 Community meeting to discuss the Strategic Plan at Hermosillo Hot Dogs. Good turnout!

6-23 One-on-one with Town Manager Andersen, Council meeting and Water Policy meeting.

6-24 Attended a cyber security presentation at Yavapai College. Very good!

Along with many other people, I bid a fond farewell to Joni Westcott.

6-30 Attended the award ceremony at SMSP. Way to go, Clarkdale team!

From the office of Council Member Babbitt-Pierce

June Report

June 5 - Conversation with Clarkdale residents.

June 10 – TPAC.

June 22 - 1:1 with Town Manager Andersen.

June 23 - Town Council Meeting, Water Conservation Work session.

June 24 – VVTPO.

June 25 - YCYC Steering Committee.

June 30 - STEAM Park Award of Excellence Presentation.

From the office of Council Member Laura Jones

June 2026

Council Member Report

6/6 Volunteered at the Concert in the Park.

6/8 Met with Town Manager Lou Andersen.

6/9 Attended Town Council meeting

6/14 Helped with Flag Guard for Flag Day.

6/17 Attended Yavapai County Supervisors Meeting re: Opportunity Zone.

Participated in Meet & Greet with Town Council at Hermosillo's Hot Dogs.

6/20 Volunteered at the Concert in the Park.

6/22 Attended Sustaining Flows Council quarterly meeting.

6/23 Met with Town Manager Lou Andersen.

Attended Town Council Meeting.

Participated in Work Session on water rates.

6/24 Attended Joni Westcott's retirement party.

6/30 Attended Verde Valley Humane Society Adoption Park Dedication.

Attended Selna-Mongini STEAM Park Award Ceremony - Gordian's JOC Award.

Staff Report

Item Number: 5.A.

Agenda Item: **Approval of Minutes**
Consider and act upon the draft minutes from the regular meeting held on June 23, 2026.

Staff Contact: Charity Brooks, Town Clerk

Meeting Date: July 14, 2026

Strategic Goal: Not applicable.

Background: Review of the draft minutes from the regular meeting held on June 23, 2026.

Budget Impact: No budget impact.

Recommendation: Staff recommends that the Council approve the draft minutes from the regular meeting held on June 23, 2026 and authorize the Mayor and Town Clerk to execute all documents.

SUMMARIZED MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF CLARKDALE TUESDAY, JUNE 23, 2026 AT 3:00 PM

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

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

Other Municipal Officials Present: Lou Andersen, Town Manager; Charity Brooks, Town Clerk; DK Green, Deputy Town Manager; Chell Smart, Parks and Communications Manager; Brittany Earles, Finance Director; Joni Westcott, Parks and Recreation Director; Scott Ellis, Community Development Director; Virginia Smith, Public Works Director; and Randy Taylor, Police Chief

Zoom: Six members of the public were present.

Audience: Approximately 13 members of the public were present.

1. **CALL TO ORDER –** Mayor Prud'homme-Bauer called the meeting to order at 3 p.m.

2. **ROLL CALL –** All members present.

3. **CALL TO THE PUBLIC**
   Ron – Clarkdale resident. Concerned with the speeding on main street.

   Donna Newcomb – Clarkdale resident. Unhappy with the fiber optics installation in Mountain Gate due to the utility paint markings.

4. **REPORTS**

   A. Current Events – (submitted electronically)

   B. Mayor's Report

   C. Vice-Mayor's Report

   D. Councilmembers' Reports

5. REPORTS

Departmental Reports (submitted with Council packet) –
Summary of written reports from Town Departments and other agencies:

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

6. MEMORANDUM TO COUNCIL

A. Special Event Liquor License Recommendation

Information provided by the Clarkdale Police Department regarding approval of a special event liquor license for the 12th Annual Clarktober Fest on Saturday, October 3, 2026.

7. CONSENT AGENDA

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

A. Approval of Minutes of the Common Council

Consider and act upon the draft minutes from the regular meeting held on May 26, 2026.

B. Clarkdale Historical Society and Museum Facility Use Agreement

Consider and act upon the 2026-2027 Facility Use Agreement for the use of Town facilities by the Clarkdale Historical Society and Museum.

C. Friends of Clark Memorial Library Annual Facility Use Agreement

Consider and act upon the 2026-2027 Facility Use Agreement for the use of Town facilities by the Friends of Clark Memorial Library.

D. Mingus Gem and Mineral Club, Inc. Annual Facility Use Agreement

Consider and act upon the 2026-2027 Reimbursement Agreement for the use of Town facilities by Mingus Gem and Mineral Club, Inc.

Action: Approve consent agenda items A thru D as presented:
Motion: Council Member Babbitt-Pierce
Second: Vice Mayor Hunseder
Vote: Approved 5-0

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

E. Made in Clarkdale, Inc. Facility Use Agreement

Consider and act upon the 2026-2027 Facility Use Agreement for the use of Town facilities by Made in Clarkdale, Inc.

Item 7e pulled by Mayor Prud'homme-Bauer so she could recuse herself from the vote.

Action: Approve consent agenda item E with corrections for "other days" to not exceed three days per year:
Motion: Council Member Babbitt-Pierce
Second: Council Member O'Neill
Vote: Approved 4-0

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

F. Clarkdale Classic Station Liquor License Application - Series 06 - Bar

Consider and act upon an application submitted by Allyson Buckley on behalf of the Clarkdale Classic Station for a Series 06 Bar License.

Item 7f pulled by Council Member Babbitt-Pierce for further discussion.

G. Circle K Liquor License Application - Series 10 - Beer and Wine Store

Consider and act upon an application submitted by Maria Danielle Burgess on behalf of Circle K for a Series 10 Beer and Wine Store license.

Item 78 pulled by Council Member Babbitt-Pierce for further discussion.

Action: Approve consent agenda items F and G as presented:
Motion: Council Member Babbitt-Pierce
Second: Council Member Jones
Vote: Approved 5-0

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

8. NEW BUSINESS

A. 2026 AARP Community Challenge Grant

Discuss, consider and act upon the 2026 AARP Community Challenge Grant award in the amount of $15,000 for alternative transportation safety features in Clarkdale.

Action: Approve the 2026 AARP Community Challenge Grant award in the amount of $15,000 for alternative transportation safety features in Clarkdale, allow the Town Manager to sign all documents related to this grant and execute necessary budget amendments:
Motion: Council Member Jones
Second: Vice Mayor Hunseder
Vote: Approved 5-0

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

B. PUBLIC HEARING - Resolution No. 1762 (Truth in Taxation - Setting Forth the Intent to Raise the Property Tax Levy) and Resolution No. 1763 (Final Budget Adoption)

The Council will hold a public hearing to take public comment regarding Resolution No. 1762, Truth in Taxation - Setting forth the intent to levy primary property taxes in the amount of $.13981 per hundred of assessed valuation ($1.3981 per thousand of assessed valuation) and Resolution No. 1763, adopting the fiscal year 2026-2027 Final Budget in the amount of $48,079,590, per A.R.S. 42-17105 (A) as published.

Mayor Prud'homme-Bauer opened the public hearing to take comments following a presentation from the Finance Director.

Mayor Prud'homme-Bauer read several emails from residents in opposition to the proposed intent to raise the property tax levy.

Public Comment:
Ron – Clarkdale resident. Strongly opposed to the tax increase.

Karla Erickson – Opposed to the tax increase. Believes a new neighborhood and businesses with bring enough tax dollars.

Mayor Prud'homme-Bauer closed the public hearing.

C. Resolution No. 1762 - Truth in Taxation - Setting Forth the Intent to Raise the Property Tax Levy

Discuss, consider and act upon Resolution No. 1762, setting forth the Town's intent to levy primary property taxes in the amount of $.13981 per hundred of assessed valuation ($1.3981 per thousand of assessed valuation).

Action: Approve Resolution No. 1762, setting forth the Town's intent to levy primary property taxes in the amount of $.13981 per hundred of assessed valuation ($1.3981 per thousand of assessed valuation) and authorize the Mayor and Town Clerk to execute all documents:
Motion: Council Member O'Neill
Second: Vice Mayor Hunseder
Vote: Approved 5-0

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

9. ADJOURNMENT TO SPECIAL MEETING FOR BUDGET ADOPTION ACTION

Mayor Prud'homme-Bauer accepted a motion by Vice Mayor Hunseder and a second from Council Member Jones to enter into a special meeting for budget adoption action. Motion passed unanimously.

A. Resolution No. 1763 - Fiscal Year 2026-2027 Final Budget Adoption

Discuss, consider and act upon Resolution No. 1763, adopting the final budget in the amount of $48,079,590 of which $20,726,257 is from grant funding, for fiscal year 2026-2027 for the Town of Clarkdale per A.R.S. 42-17105 (A) as published.

Action: Approve Resolution No. 1763, adopting the final budget in the amount of $48,079,590 of which $20,726,257 is from grant funding, for fiscal year 2026-2027 for the Town of Clarkdale per A.R.S. 42-17105 (A) as published and authorize the Mayor and Town Clerk to execute all documents:
Motion: Vice Mayor Hunseder
Second: Council Member O'Neill
Vote: Approved 5-0

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

10. RESUMPTION OF REGULAR MEETING - *Immediately following the Special Meeting, the Council resumed the regular meeting at 4:13 p.m.*

11. FUTURE AGENDA ITEMS

Town Council proposed the following items to be placed on a future agenda:

- *Liquor Licenses*

12. ADJOURNMENT

Action: Motion to adjourn:
Motion: Vice Mayor Hunseder
Second: Council Member Babbitt-Pierce
Vote: Approved 5-0

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

Mayor Prud'homme-Bauer adjourned the meeting without objection at 4:15 p.m.

APPROVED: ATTESTED/SUBMITTED:

_____ _____

Debbie Hunseder, Vice 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 23rd day of June 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Date approved by Town Council: July 14, 2026

_____

Charity Brooks, Town Clerk

Staff Report

Item Number: 5.B.

Agenda Item: **Resolution No. 1765 - Making an Appointment to the Municipal Property Corporation**
Consider and act upon Resolution No. 1765, making an appointment to the Municipal Property Corporation.

Staff Contact: Charity Brooks, Town Clerk

Meeting Date: July 14, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses and visitors to Clarkdale.

Background: Due to the resignation of Kerrie Snyder, a vacancy was created on the Municipal Property Corportation (MPC) with a term set to expire on Sept. 30, 2027.

Per the by-laws of the MPC, the Board members serve three-year terms; however, the new member will serve for the remainder of the vacant term.

The following individual is recommended to serve on MPC:

Lou Andersen	Sept. 30, 2027

Budget Impact: No budget impact.

Recommendation: Staff recommends that the Council approve Resolution No. 1765, making an appointment to the Municipal Property Corporation and authorize the Mayor and Town Clerk to execute all documents.

RESOLUTION NO. 1765

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AMENDING RESOLUTION #1747 TO MAKE APPOINTMENTS TO THE MUNICIPAL PROPERTY CORPORATION BOARD OF DIRECTORS.

WHEREAS, the Mayor and Common Council have previously approved by resolution the formation of the Municipal Property Corporation; and

WHEREAS, there is currently one seat vacant due to a resignation with a term that will expire on Sept. 30, 2027; and

WHEREAS, the bylaws of the Municipal Property Corporation state that each director shall hold office for a three-year term; and

WHEREAS, the following people are currently seated as members of the Municipal Property Corporation Board of Directors with terms ending as follows:

Name	**Term Ends**
Vacant	Sept. 30, 2027
Chell Smart	Sept. 30, 2028
Robyn Prud'homme-Bauer – Mayor/President	N/A

BE IT RESOLVED THAT the following is hereby appointed to fill the expiring seat on the Municipal Property Corporation Board of Directors, with a term to expire as follows:

Name	**Term Ends**
Lou Andersen	Sept. 30, 2027

PASSED AND ADOPTED this 14th day of July 2026, by the Mayor and Common Council of the Town of Clarkdale, Arizona.

APPROVED

_____
Robyn Prud'homme-Bauer, Mayor

ATTEST

_____
Charity Brooks, Town Clerk

Staff Report

Item Number: 5.C.

Agenda Item: **10-12 Lounge Liquor License Application - Series 06 - Bar**
Consider and act upon an application submitted by Michael Kaffer Jr. on behalf of the 10-12 Lounge for a Series 06 Bar License.

Staff Contact: Charity Brooks, Town Clerk

Meeting Date: July 14, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses and visitors to Clarkdale.
- Goal Area 3 - Strengthen and diversify our economy through cultivating a business-friendly climate for business attraction and strategically capitalizing upon tourism.

Background: Michael Kaffer Jr, on behalf of the 10-12 Lounge, has applied for a Series 6 Bar License. 10-12 Lounge is located at 910-912 Main Street. This is a license transfer due to the sale of the 10-12 Lounge and is not a new liquor license.

The Series 6 Bar license is one of the most common and sought-after liquor licenses in Arizona, authorizing the sale of all types of spirituous liquor (beer, wine, and distilled spirits) for consumption on the licensed premises.

Applicants for a Series 6 Bar License must meet comprehensive eligibility criteria, which are stringent due to the nature of the license:

- **Age Requirement**: All individuals with an ownership interest in the license, as well as anyone involved in the management, must be at least 21 years of age.
- **Background Checks**: Applicants, including individuals, partners, corporate officers, members of LLCs, and other principals, will undergo comprehensive criminal background checks. Certain felony convictions within a specified timeframe may disqualify an applicant.
- **Financial Stability**: Applicants must demonstrate financial responsibility and may be required to provide evidence of sufficient

funds to acquire the license (if purchasing from an existing licensee.)

- **Diagram of Licensed Premises**: Applicants must submit a diagram of the location where the license is authorized to sell, dispense, or serve spiritous liquor. This will include entrances, exits, liquor storage, office area, patios, or any non-contiguous premise.
- **Responsible Operations**: Licensees are legally responsible for adhering strictly to all Arizona liquor laws and regulations, including those related to sales to minors, service to intoxicated persons (Dram Shop liability), operating hours, and general responsible alcohol service practices. Training for staff (e.g., Title 4 Basic Training) is highly recommended.
- **Operating Plan**: A detailed operating plan outlining the proposed business model, hours of operation, security measures, and compliance procedures may be required.
- **Location Requirements**: The licensed premise must be more than 300 feet from a school that offers K-12 grade programs.
- **Compliance with Local Ordinances**: The proposed premises must comply with all applicable state and local zoning ordinances, building codes, and health regulations. Applicants must ensure compliance with all local ordinances related to noise, public safety, and business operations.

The Arizona Department of Liquor has accepted the application as complete. The Police, Fire, Community Development and Public Works Departments have reviewed the application and are recommending approval. Their comments are attached.

As required by State law, the application was posted for the required time period at 924 Main Street, beginning on June 3, 2026.

Budget Impact: The application fee of $100 has been paid in full.

Recommendation: Staff recommends that the Council approve the application submitted by Michael Kafffer Jr. on behalf of the 10-12 Lounge for a Series 06 Bar License and authorize the Town Clerk to submit the required documents to the Department of Liquor.

State of Arizona
Department of Liquor Licenses and Control

Created 05/26/2026 @ 03:20:31 PM

Local Governing Body Report

LICENSE

Number:	06130051	Type:	006 BAR
Name:	10-12 LOUNGE		
State:	Pending		
Issue Date:		Expiration Date:	08/31/2026
Original Issue Date:	04/06/1977		
Location:	910-912 MAIN STREET CLARKDALE, AZ 86324 USA		
Mailing Address:	PO BOX 6252 CHANDLER , AZ 85246 USA		
Phone:	(928)639-0800		
Alt. Phone:	(928)581-9038		
Email:	ADMIN@AATF-AZ.COM		

Currently, this license has pending applications.

AGENT

Name:	MICHAEL RAYMOND KAFFER JR
Gender:	Male
Correspondence Address:	PO BOX 6252 CHANDLER, AZ 85246 USA
Phone:	(928)581-9038
Alt. Phone:	
Email:	ADMIN@AATF-AZ.COM

OWNER

Name:	VV1012 LLC		
Contact Name:	MICHAEL RAYMOND KAFFER JR		
Type:	LIMITED LIABILITY COMPANY		
AZ CC File Number:	25056537	State of Incorporation:	
Incorporation Date:			
Correspondence Address:	PO BOX 6252 CHANDLER, AZ 85246 USA		
Phone:	(928)639-0800		
Alt. Phone:	(928)581-9038		
Email:	ADMIN@AATF-AZ.COM		

Officers / Stockholders

Name:	Title:	% Interest:
VVNS HOLDINGS LLC	Member	100.00
CONNOR DEAN BARRETT	Manager-LLC	0.00

VVNS HOLDINGS LLC - Member

Name: PHILIP DANTE TAVASCI
Gender: Male
Correspondence Address: 911 MAIN STREET
CLARKDALE , AZ 86324
USA
Phone: [redacted]
Alt. Phone:
Email: [redacted]

VVNS HOLDINGS LLC - Member

Name: STEPHEN LUDOVICO TAVASCI
Gender: Male
Correspondence Address: 911 MAIN STREET
CLARKDALE , AZ 86324
USA
Phone: [redacted]
Alt. Phone:
Email: [redacted]

VV1012 LLC - Member

Name: VVNS HOLDINGS LLC
Contact Name: MICHAEL RAYMOND KAFFER JR
Type: LIMITED LIABILITY COMPANY
AZ CC File Number: State of Incorporation:
Incorporation Date:
Correspondence Address: PO BOX 6252
QUEEN CREEK, AZ 85246
USA
Phone: (928)639-0800
Alt. Phone: (928)581-9038
Email: ADMIN@AATF-AZ.COM

VV1012 LLC - Manager-LLC
VVNS HOLDINGS LLC - Member

Name: CONNOR DEAN BARRETT
Gender: Male
Correspondence Address: 911 MAIN STREET
CLARKDALE , AZ 86324
USA
Phone: [redacted]
Alt. Phone:
Email: [redacted]

VVNS HOLDINGS LLC - Member

Name: NICOLAS WILLIAM PEREZ
Gender: Male
Correspondence Address: 911 MAIN STREET
CLARKDALE , AZ 86324
USA
Phone: [redacted]
Alt. Phone:
Email: [redacted]

MANAGERS

Name: CONNOR DEAN BARRETT
Gender: Male
Correspondence Address: 911 MAIN STREET
CLARKDALE , AZ 86324
USA
Phone: [redacted]
Alt. Phone:
Email: [redacted]

APPLICATION INFORMATION

Application Number: 400180
Application Type: Owner Transfer
Created Date: 05/15/2026

QUESTIONS & ANSWERS

006 Bar

1) Are you applying for an Interim Permit (INP)?
   Yes
   What date are you taking ownership? Please upload the Interim Permit Notary page when you reach the upload page.
7) Did the Premises phone number change?
   No
11) Provide name, address, and distance of nearest school. (If less than one (1) mile note footage)
   CLARKDALE ELEMENTARY SCHOOL
   1615 MAIN ST. CLARKDALE AZ 86324
   2,590 FEET
12) Are you one of the following? Please indicate below.
Property Tenant
Sub-tenant
Property Owner
Property Purchaser
Property Management Company
   TENANT
13) Is there a penalty if lease is not fulfilled?
   No
14) What is the total money borrowed for the business not including the lease?
Please list lenders/people owed money for the business.
   0
15) Is there a drive through window on the premises?
   No
16) If there is a patio please indicate contiguous or non-contiguous within 30 feet.
   CONTIGUOUS
17) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
   No
18) Total Price paid for Series 6 Bar, Series 7 Beer & Wine Bar or Series 9 Liquor Store (license only)
   NA

State of Arizona
Department of Liquor Licenses and Control

Created 05/26/2026 @ 03:35:17 PM

Local Governing Body Report

LICENSE

Number:	06130051	Type:	006 BAR
Name:	10-12 LOUNGE		
State:	Cancelled		
Issue Date:	07/31/2025	Expiration Date:	08/31/2026
Original Issue Date:	04/06/1977		
Location:	910-912 MAIN STREET CLARKDALE, AZ 86324 USA		
Mailing Address:	PO BOX 6252 CHANDLER , AZ 85246 USA		
Phone:	(928)639-0800		
Alt. Phone:	(928)581-9038		
Email:	ADMIN@AATF-AZ.COM		

Currently, this license has pending applications.

AGENT

Name:	KERRIE LEE SNYDER
Gender:	Female
Correspondence Address:	PO BOX 26 CLARKDALE, AZ 86324 USA
Phone:	[redacted]
Alt. Phone:	
Email:	

OWNER

Name:	10-12 LOUNGE INC		
Contact Name:	KERRIE LEE SNYDER		
Type:	CORPORATION		
AZ CC File Number:	11506522	State of Incorporation:	AZ
Incorporation Date:	08/30/2004		
Correspondence Address:	PO BOX 26 CLARKDALE, AZ 86324 USA		
Phone:	(928)300-9412		
Alt. Phone:			
Email:	[redacted]		

Officers / Stockholders

Name:	Title:	% Interest:
KERRIE LEE SNYDER	PRESIDENT/DIRECTOR	100.00

10-12 LOUNGE INC - PRESIDENT/DIRECTOR

Name:	KERRIE LEE SNYDER
Gender:	Female
Correspondence Address:	PO BOX 26 CLARKDALE, AZ 86324 USA
Phone:	[redacted]
Alt. Phone:	
Email:	

APPLICATION INFORMATION

Application Number:	370399
Application Type:	Extension of Premises (Temporary)
Created Date:	11/26/2025

QUESTIONS & ANSWERS

006 Bar

10) Extensions of Premises must be approved by the Local Governing Body before applying with the Arizona Department of Liquor. Has this extension been approved by the Local Governing Body, if not, it will be rejected?

Yes

A Document of type LGB APPROVED APPLICATION is required.

'26 MAY 15 AM 11:58 AZDLLC

SECTION 5 - Person to Person Transfer

ARS§4-203(C), (D), (G) (Current owner information)

1. License #: 06130051
2. Agent Name: Kerrie Lee Snyder
3. Entity Name: 10-12 Lounge Inc
4. Business Name: 10-12 Lounge
5. Business Address: 910-912 Main Street, Clarkdale, Arizona 86324
6. Does current licenses intend to operate the business while this application is pending? ☐ Yes ☑ No

Print Licensee Name: Kerrie Lee Snyder Signature [redacted]

SECTION 6 - Location Transfer

ARS§4-203(C), (D), (G) (Current owner information)

1. License #: _____
2. Current Business: Name: _____
   Address: _____
3. New Business: Name: _____
   Address: _____

SECTION 7 - Interim Permit

1. Current license number at the location: 06130051 2. Is the license currently in use? ☑ Yes ☐ No
2. If **NOT** currently in use, how long has it been since the license was last used at this location? _____

Current Licensee Name: Kerrie Lee Snyder **Signature:** [redacted]

State of ARIZONA

County of YAVAPAI

Signed before m[redacted], 2026

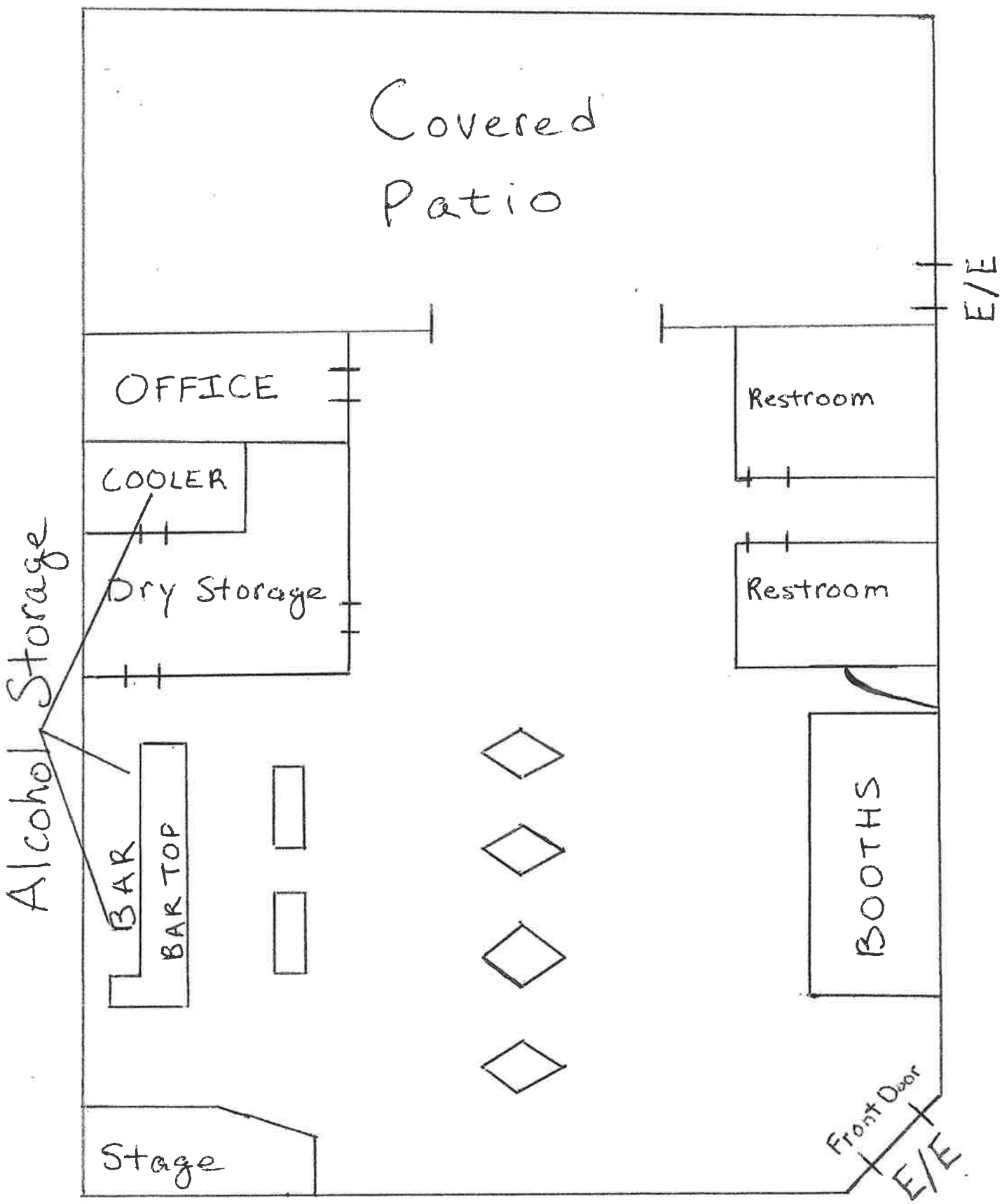
Notary Signature [redacted]

My commission expires on 11 day of AUG, 2026

JEFFREY NEUGEBAUER
Notary Public - Arizona
Yavapai County
Commission # 633087
My Comm. Expires Aug 11, [redacted]

Notary Seal

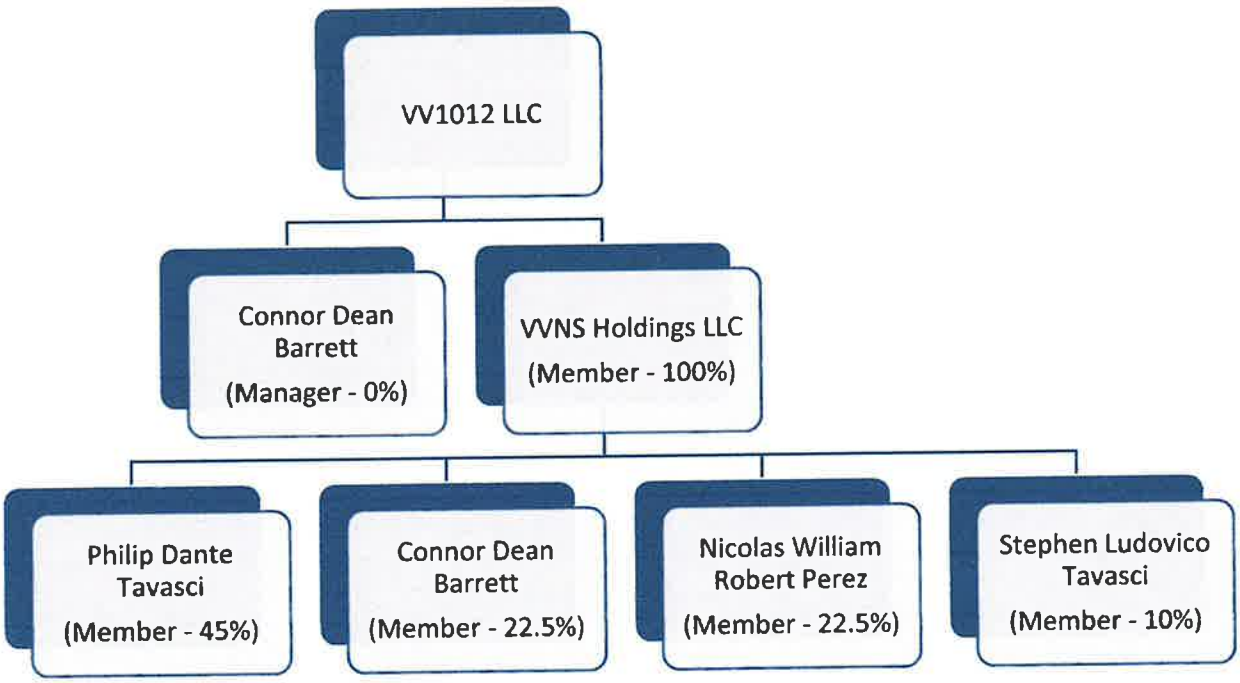
'26 MAY 15 AM 11:59 AZ LLC



2,439 Sq. Ft.

'26 MAY 15 AM 11:59 AZDLLC

Ownership Flow Chart



BILL OF SALE

IN CONSIDERATION OF THE SUM OF:

*****TEN DOLLARS AND NO CENTS***** lawful currency of the United States of America, and other valuable consideration, receipt of which is hereby acknowledged, the SELLER:

909 Main, LLC, an Arizona limited liability company

hereby grants, bargains, sells and transfers unto the BUYER:

VV1012, LLC, an Arizona limited liability company

and his, her or their heirs, personal representatives, or assigns, to have and to hold forever, the following described personal property, goods and chattels:

That certain State of Arizona Liquor License No. 06130051

FURTHERMORE, Seller warrants that he, she or they are the lawful owner of said goods and hereby certifies, under oath, that he, she or they have good right to sell the aforesaid, and that the above-described property is free and clear of all claims, liens and other encumbrances whatsoever, EXCEPT, as specified herein. Seller further agrees to warrant and defend same against the lawful claims and demands of all persons whomsoever.

Dated: May 20, 2026

909 Main, LLC, an Arizona limited liability company

BY: [redacted]
Philip Tavasci
Owner

VV1012, LLC, an Arizona limited liability company

BY: [redacted]
Philip Tavasci
Owner

BILL OF SALE

IN CONSIDERATION OF THE SUM OF:

TEN DOLLARS AND NO CENTS lawful currency of the United States of America, and other valuable consideration, receipt of which is hereby acknowledged, the SELLER:

10-12 Lounge Inc., an Arizona Corporation

hereby grants, bargains, sells and transfers unto the BUYER:

909 Main LLC, an Arizona limited liability company

and his, her or their heirs, personal representatives, or assigns, to have and to hold forever, the following described personal property, goods or chattels:

That certain State of Arizona Liquor License No. 06130051

FURTHERMORE, Seller warrants that he, she or they are the lawful owner of said goods and hereby certifies, under oath, that he, she or they have good right to sell the same as aforesaid, and that the above-described property is free and clear of all claims, liens and other encumbrances whatsoever, EXCEPT, as specified herein. Seller further agrees to warrant and defend same against the lawful claims and demands of all persons whomsoever.

DATED: May 13, 2026
DATE OF POSSESSION: May 15, 2026

10-12 Lounge Inc., an Arizona Corporation

BY: [redacted]
Kerrie L Shyder
President

909 Main, LLC, an Arizona limited liability company

BY: [redacted]
Philip Tavasci
Owner

26-1857

'26 MAY 15 AM 11:59 AZDLLC

Arizona Department of Liquor Licenses and Control
https://www.azliquor.gov
(602) 542-5141

Personal Information Questionnaire

DLLC USE ONLY	
Job #:	400180
Date Accepted:	5.15.2026
LC:	RV
License #	

ATTENTION APPLICANT: This is a legally binding document. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

THE COMPLETED QUESTIONNAIRE NEEDS TO BE SUBMITTED TO THE DEPARTMENT ALONG WITH A $22. FEE, AND FD-258 FINGERPRINT CARD, THAT HAS BEEN SEALED IN AN ENVELOPE, AND SIGNED OR INITIALED BY THE FINGERPRINT TECHNICIAN, MUST INCLUDE THE FINGERPRINT VERIFICATION FORM. MUST BE COMPLETED BY A RECOGNIZED FINGERPRINT SERVICE OR LAW ENFORCEMENT AGENCY.

FP current 8-01-2027

Agent: a person who is designated by an applicant or licensee to receive communications from the department and to file and sign documents submitted to the department on behalf of the applicant or licensee. An agent is not a manager.

A.R.S. §4-202(A).

Controlling Person: person directly or indirectly possessing control of an applicant or licensee.

A.R.S. §4-101(10).

Manager: An individual (not an entity) approved by the Department of Liquor who has the authority to organize, direct, carry out, control or to otherwise operate the day-to-day operations of a liquor-licensed business.

A.R.S. §4-101(22) and A.R.S. §4-202(C)

SECTION - 1 INDIVIDUAL INFORMATION

☑ AGENT ☐ CONTROLLING PERSON ☐ MANAGER

1. Name: Kaffer Jr. (Last) Michael (First) Raymond (Middle)
2. Social Security #: [redacted] (NOT a public record) Birth Date: [redacted] (NOT a public record)
3. Driver's License #: [redacted] (NOT a public record) State Issued: Arizona
5. Are you a resident of Arizona? ☑ Yes ☐ No Date of residency: 05 / 19 / 1985
6. Email address: admin@aatf-az.com
7. Home Address: [redacted]
8. Daytime phone #: 928-581-9038 Alternative phone #:

SECTION 2 – LICENSED BUSINESS INFORMATION

1. License Number: 06130051
2. Business Name (doing business as): 10-12 Lounge
3. Business Address: 910-912 Main Street, Clarkdale, AZ 86324

SECTION 3 – DAY TO DAY OPERATION OF BUSINESS

Must attach copies of Basic and Management Title 4 training certificates for person managing the day to day operation of the licensed business.

Who is managing the day to day operations? ☐ Agent ☑ Controlling Person ☐ Manager

Name of persons who will be handling the day to day operations: Connor Dean Barrett

SECTION 4 – BACKGROUND

If you answer "YES" to any Question 1 through 5 YOU MUST attach a signed statement. Give complete details including dates, agencies involved and dispositions. CHANGES TO QUESTIONS 1-5 MAY NOT BE ACCEPTED

1. Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? Yes ☐ No ☑
2. Have you been cited, arrested, indicted, convicted, or required to appear in court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past 5 years? Yes ☐ No ☑
3. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last 5 years? *A.R.S.§4-202(D* Yes ☐ No ☑
4. Have you had ANY administrative law citations, compliance actions, or consents, in any jurisdiction in the past 5 years? (Do not include civil traffic tickets) Yes ☐ No ☑
   A.R.S.§4-202,4-210
   **Administrative Law Violations are any civil penalties, fines, suspension, or revocations of your liquor license.*
5. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☑

SIGNATURE

I, (Print Full Name) Michael Raymond Kaffer Jr. hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature: [redacted] **Date:** 05/13/26

'25 MAY 15 AM 11:59 AZDLLC

Arizona Department of Liquor Licenses and Control
https://www.azliquor.gov
(602) 542-5141

ALIEN STATUS

DLLC USE ONLY
Job #:
Date Accepted:
LC:
License #:

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (the "Act"), 8 U.S.C. § 1621, provides that, with certain exceptions, only United States citizens, United States non-citizen nationals, non-exempt "qualified aliens" (and sometimes only particular categories of qualified aliens), nonimmigrant, and certain aliens paroled into the United States are eligible to receive state, or local public benefits. With certain exceptions, a professional license and commercial license issued by a State agency is a State public benefit.

Arizona Revised Statutes § 41-1080 requires, in general, that a person applying for a license must submit documentation to the license agency that satisfactorily demonstrates the applicant's presence in the United States is authorized under federal law.

Directions: All applicants must complete Sections I, II, and IV. Applicants who are not U.S. citizens or nationals must also complete Section III.

Submit this completed form and a copy of one or more document(s) from the attached "Evidence of U.S. Citizenship, U.S. National Status, or Alien Status" with your application for license or renewal. If the document you submit does not contain a photograph, you must also provide a government issued document that contains your photograph. You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

SECTION I – APPLICANT INFORMATION

APPLICANT NAME (Print or type) Michael Raymond Kaffer Jr.

SECTION II – CITIZENSHIP OR NATIONAL STATUS

Are you a citizen or national of the United States? ☑ Yes ☐ No - If **yes**, indicate place of birth:

City Tucson State Arizona **COUNTRY** United States

If you answered **Yes, 1)** Attach a legible copy of a document from the list below.

2) Name of document: Driver's License

If you answered **No**, you must complete Sections III.

'26 MAY 15 AM 11:59 AZDLLC

EVIDENCE OF U.S. CITIZENSHIP, U.S. NATIONAL STATUS, OR ALIEN STATUS

You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

Evidence showing authorized presence in the United State includes the following:

1. An Arizona driver license issued after 1996 or an Arizona non-operating identificationcard.
2. A driver license issued by a state that verifies lawful presence in the UnitedStates.
3. A birth certificate or delayed birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after Jan. 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time)
4. A United States certificate of birth abroad.
5. A United States passport. ***Passport must be signed***
6. A foreign passport with a United States visa.
7. An I-94 form with a photograph.
8. A United States citizenship and immigration services employment authorization document or refugee travel document.
9. A United States certificate of naturalization.
10. A United States certificate of citizenship.
11. A tribal certificate of Indian blood.
12. A tribal or bureau of Indian affairs affidavit of birth.
13. Any other license that is issued by the federal government, any other state government, an agency of this state or a political subdivision of this state that requires proof of citizenship or lawful alien status before issuing the license.

SECTION III – QUALIFIED ALIEN

Applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Attach a legible copy of a document from the attached list or other document as evidence of your status.

_____

Name of document provided

Qualified Alien Status (8 U.S.C.§§ 1621(a)(1),-1641(b) and (c))

☐ 1.An alien lawfully admitted for permanent residence under the Immigration and Nationality Act (INA)

☐ 2.An alien who is granted asylum under Section 208 of the INA.

☐ 3.A refugee admitted to the United States under Section 207 of the INA.

☐ 4 An alien paroled into the United States for at least one year under Section 212(d)(5) of the INA.

☐ 5.An alien whose deportation is being withheld under Section 243(h) of the INA.

☐ 6.An alien granted conditional entry under Section 203(a)(7) of the INA as in effect prior to April 1, 1980.

☐ 7.An alien who is a Cuban/Haitian entrant.

☐ 8.An alien who has, or whose child or child's parent is a "battered alien" or an alien subject to extreme cruelty in the United States

Nonimmigrant Status (8 U.S.C. § 1621(a)(2))

9. A nonimmigrant under the Immigration and Nationality Act [8 U.S.C § 1101 et seq.] Non-immigrants are persons who have temporary status for a specific purpose. See 8 U.S.C § 1101(a)(15).

Alien Paroled into the United States for Less Than One Year (8 U.S.C. § 1621(a)(3))

10. An alien paroled into the United States for less than one year under Section 212(d)(5) of the INA

Other Persons (8 U.S.C § 1621(c)(2)(A) and (C)

11. A nonimmigrant whose visa for entry is related to employment in the United States, or

12. A citizen of a freely associated state, if section 141 of the applicable compact of free association approved in Public Law 99-239 or 99-658 (or a successor provision) is in effect [Freely Associated States include the Republic of the Marshall Islands, Republic of Palau and the Federate States of Micronesia. 48 U.S.C. § 1901 *etseq.*];

13. A foreign national not physically present in the United States.

14. ***Otherwise Lawfully Present***

15. A person not described in categories 1-13 who is otherwise lawfully present in the United States.

PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure. See 8 U.S.C. §

Michael Raymond Kaffer Jr. | [redacted] | 05/13/26

Print Name | **Signature** | **Date**

'25 MAY 15 AM 11:59 AZDOLLC



'25 MAY 15 AM 11:59 AZDLLC

Arizona Department of Liquor Licenses and Control
https://www.azliquor.gov
(602) 542-5141

Personal Information Questionnaire

DLLC USE ONLY
Job #:
Date Accepted:
LC:
License #

ATTENTION APPLICANT: This is a legally binding document. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

THE COMPLETED QUESTIONNAIRE NEEDS TO BE SUBMITTED TO THE DEPARTMENT ALONG WITH A $22. FEE, AND FD-258 FINGERPRINT CARD, THAT HAS BEEN SEALED IN AN ENVELOPE, AND SIGNED OR INITIALED BY THE FINGERPRINT TECHNICIAN, MUST INCLUDE THE FINGERPRINT VERIFICATION FORM. MUST BE COMPLETED BY A RECOGNIZED FINGERPRINT SERVICE OR LAW ENFORCEMENT AGENCY.

current until 10/8/2027

Agent: a person who is designated by an applicant or licensee to receive communications from the department and to file and sign documents submitted to the department on behalf of the applicant or licensee. An agent is not a manager.

A.R.S. §4-202(A).

Controlling Person: person directly or indirectly possessing control of an applicant or licensee.

A.R.S. §4-101(10).

Manager: An individual (not an entity) approved by the Department of Liquor who has the authority to organize, direct, carry out, control or to otherwise operate the day-to-day operations of a liquor-licensed business.

A.R.S. §4-101(22) and A.R.S. §4-202(C)

SECTION - 1 INDIVIDUAL INFORMATION

☐ AGENT ☑ CONTROLLING PERSON ☐ MANAGER

1. Name: Barrett (Last) Connor (First) Dean (Middle)
2. Social Security #: [redacted] (NOT a public record) Birth Date: [redacted] (NOT a public record)
3. Driver's License #: [redacted] (NOT a public record) State Issued: AZ
5. Are you a resident of Arizona? ☑ Yes ☐ No Date of residency: 08 / 09 / 1990
6. Email address: cbarrett@clarkdalenewstand.com
7. Home Address: [redacted]
8. Daytime phone #: [redacted] Alternative phone #:

SECTION 2 – LICENSED BUSINESS INFORMATION

1. License Number: 06130051
2. Business Name (doing business as): 10-12 Lounge
3. Business Address: 910-912 Main Street, Clarkdale, Arizona 86324

'26 MAY 15 AM 11:59 AZDLLC

SECTION 3 – DAY TO DAY OPERATION OF BUSINESS

Must attach copies of Basic and Management Title 4 training certificates for person managing the day to day operation of the licensed business.

Who is managing the day to day operations? ☐ Agent ☑ Controlling Person ☐ Manager

Name of persons who will be handling the day to day operations: Connor Dean Barrett

SECTION 4 – BACKGROUND

If you answer "YES" to any Question 1 through 5 YOU MUST attach a signed statement. Give complete details including dates, agencies involved and dispositions. CHANGES TO QUESTIONS 1-5 MAY NOT BE ACCEPTED

1. Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? Yes ☑ No ☐
2. Have you been cited, arrested, indicted, convicted, or required to appear in court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past 5 years? Yes ☐ No ☑
3. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last 5 years? *A.R.S.§4-202(D* Yes ☐ No ☑
4. Have you had ANY administrative law citations, compliance actions, or consents, in any jurisdiction in the past 5 years? (Do not include civil traffic tickets) Yes ☐ No ☑
   A.R.S.§4-202,4-210
   **Administrative Law Violations are any civil penalties, fines, suspension, or revocations of your liquor license.*
5. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☑

SIGNATURE

I, (Print Full Name) Connor Dean Barrett hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature: [redacted] **Date:** 05/14/2026

'26 MAY 15 AM11:59 AZDLLC

Section 4, Question #1: Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? **Yes**.

I, Connor Dean Barrett, have been a controlling person of the following entities that held liquor licenses within the last 5 years:

License Number:	06130084
Status:	Active
Business Name:	CLARKDALE NEWSTAND
Address:	911 N MAIN Street
City, State, Zip:	CLARKDALE, Arizona 86324
County:	Yavapai

[redacted]

Date: 05 / 14 / 2026

'26 MAY 15 AM 11:59 AZDLLC

Certificate # AZB-ON-01233420

☒ On-sale
☐ Off-sale
☐ On- and off-sale

Certificate of Completion For Title 4 **BASIC** Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

The State requires BASIC Title 4 training only as a prerequisite for MANAGEMENT Title 4 training or as a result of a liquor law violation. Persons required to have BASIC Title 4 training are listed at the base of this Certificate. Licensees sometimes require BASIC Title 4 Training a condition of employment.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Connor Barrett
Full Name (please print)

[redacted]
Signature

03/07/2024
Training Completion Date

03/07/2027
Certificate Expiration Date
(three years from completion date)

Training Provider Information

360training.com Inc.
Company Name

6504 Bridge Point Parkway, Suite 100, Austin, TX 78730
Mailing Address

(877) 881-2235
Daytime Contact Phone Number

I, Samantha Montalbano, certify that the above named individual did successfully complete
Instructor Name (please print)
Title 4 BASIC Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.)R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

[redacted]
Instructor Signature

03/07/2024
Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)
Conveyance (series 8)
Restaurant (series 12)
Government (series 5)
Liquor Store (series 9)
In-state Farm Winery (series 13)
Bar (series 6)
Private Club (series 14)
Beer & Wine Bar (series 7)
Hotel/Motel w/restaurant (series 11)
Beer & Wine Store (series 10)

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

July 11, 2013

'25 MAY 15 AM 11:59 AZDLLC

Certificate # AZM-ON01208378

Certificate of Completion
For
Title 4 **MANAGEMENT** Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

Basic Title 4 training is a prerequisite for MANAGEMENT Title 4 training. A valid Certificate of Completion for BASIC Title 4 training must be on file at the Department of Liquor and satisfactory completion of a State-approved BASIC Title 4 course must be verified by the training provider prior to issuing a Certificate of Completion for MANAGEMENT Title 4 training.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Connor Barrett

[redacted]

Signature

07/14/2025
Training Completion Date

07/13/2028
Certificate Expiration Date
(three years from completion date)

Training Provider Information

360training.com Inc.

Company Name

6504 Bridge Point Parkway, Suite 100, Austin, TX 78730
Mailing Address

(877) 881-2235
Daytime Contact Phone Number

I, Samantha Montalbano, certify that the above named individual did successfully complete
Instructor Name (please print)
Title 4 MANAGEMENT Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.)R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

[redacted]
Instructor Signature

07/14/2025
Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)
Conveyance (series 8)
Restaurant (series 12)
Government (series 5)
Liquor Store (series 9)
In-state Farm Winery (series 13)
Bar (series 6)
Private Club (series 14)
Beer & Wine Bar (series 7)
Hotel/Motel w/restaurant (series 11)
Beer & Wine Store (series 10)

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

July 11, 2013

'26 MAY 15 AM 11:59 AZDLLC

Arizona Department of Liquor Licenses and Control
https://www.azliquor.gov
(602) 542-5141

Personal Information Questionnaire

DLLC USE ONLY
Job #:
Date Accepted:
LC:
License #

ATTENTION APPLICANT: This is a legally binding document. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

THE COMPLETED QUESTIONNAIRE NEEDS TO BE SUBMITTED TO THE DEPARTMENT ALONG WITH A $22. FEE, AND FD-258 FINGERPRINT CARD, THAT HAS BEEN SEALED IN AN ENVELOPE, AND SIGNED OR INITIALED BY THE FINGERPRINT TECHNICIAN, MUST INCLUDE THE FINGERPRINT VERIFICATION FORM. MUST BE COMPLETED BY A RECOGNIZED FINGERPRINT SERVICE OR LAW ENFORCEMENT AGENCY.

current until 10/10/2027

Agent: a person who is designated by an applicant or licensee to receive communications from the department and to file and sign documents submitted to the department on behalf of the applicant or licensee. An agent is not a manager.

A.R.S. §4-202(A).

Controlling Person: person directly or indirectly possessing control of an applicant or licensee.

A.R.S. §4-101(10).

Manager: An individual (not an entity) approved by the Department of Liquor who has the authority to organize, direct, carry out, control or to otherwise operate the day-to-day operations of a liquor-licensed business.

A.R.S. §4-101(22) and A.R.S. §4-202(C)

SECTION - 1 INDIVIDUAL INFORMATION

☐ AGENT ☑ CONTROLLING PERSON ☐ MANAGER

1. Name: Tavasci (Last) Philip (First) Dante (Middle)
2. Social Security #: [redacted] (NOT a public record) Birth Date: [redacted] (NOT a public record)
3. Driver's License #: [redacted] (NOT a public record) State Issued: AZ
5. Are you a resident of Arizona? ☑ Yes ☐ No Date of residency: 04/19/1981
6. Email address: [redacted]
7. Home Address: [redacted]
8. Daytime phone #: [redacted] Alternative phone #: NA

SECTION 2 – LICENSED BUSINESS INFORMATION

1. License Number: 06130051
2. Business Name (doing business as): 10-12 Lounge
3. Business Address: 910-912 Main Street, Clarkdale, Arizona 86324

'26 MAY 15 AM 11:59 AZDLLC

SECTION 3 – DAY TO DAY OPERATION OF BUSINESS

Must attach copies of Basic and Management Title 4 training certificates for person managing the day to day operation of the licensed business.

Who is managing the day to day operations? ☐ Agent ☑ Controlling Person ☐ Manager

Name of persons who will be handling the day to day operations: Connor Dean Barrett

SECTION 4 – BACKGROUND

If you answer "YES" to any Question 1 through 5 YOU MUST attach a signed statement. Give complete details including dates, agencies involved and dispositions. CHANGES TO QUESTIONS 1-5 MAY NOT BE ACCEPTED

1. Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? Yes ☑ No ☐
2. Have you been cited, arrested, indicted, convicted, or required to appear in court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past 5 years? Yes ☐ No ☑
3. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last 5 years? *A.R.S.§4-202(D* Yes ☐ No ☑
4. Have you had ANY administrative law citations, compliance actions, or consents, in any jurisdiction in the past 5 years? (Do not include civil traffic tickets) Yes ☐ No ☑
   A.R.S.§4-202,4-210
   **Administrative Law Violations are any civil penalties, fines, suspension, or revocations of your liquor license.*
5. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☑

SIGNATURE

I, (Print Full Name) Philip Dante Tavasci hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature: [redacted] **Date:** 05/14/2026

'26 MAY 15 AM 11:59 AZDLLC

Section 4, Question #1: Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? **Yes.**

I, Philip Dante Tavasci, have been a controlling person of the following entities that held liquor licenses within the last 5 years:

License Number:	06130084
Status:	Active
Business Name:	CLARKDALE NEWSTAND
Address:	911 N MAIN Street
City, State, Zip:	CLARKDALE, Arizona 86324
County:	Yavapai

[redacted]

Date: 05 / 14 / 2026

'26 MAY 15 AM 11:59 AZDLLC

Arizona Department of Liquor Licenses and Control
https://www.azliquor.gov
(602) 542-5141

Personal Information Questionnaire

DLLC USE ONLY
Job #:
Date Accepted:
LC:
License #

ATTENTION APPLICANT: This is a legally binding document. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

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Current until 10/10/2027

Agent: a person who is designated by an applicant or licensee to receive communications from the department and to file and sign documents submitted to the department on behalf of the applicant or licensee. An agent is not a manager.

A.R.S. §4-202(A).

Controlling Person: person directly or indirectly possessing control of an applicant or licensee.

A.R.S. §4-101(10).

Manager: An individual (not an entity) approved by the Department of Liquor who has the authority to organize, direct, carry out, control or to otherwise operate the day-to-day operations of a liquor-licensed business.

A.R.S. §4-101(22) and A.R.S. §4-202(C)

SECTION - 1 INDIVIDUAL INFORMATION

☐ AGENT ☑ CONTROLLING PERSON ☐ MANAGER

1. Name: Tavasci (Last) Stephen (First) Ludovico (Middle)
2. Social Security #: [redacted] (NOT a public record) Birth Date: [redacted] (NOT a public record)
3. Driver's License #: [redacted] (NOT a public record) State Issued: Arizona
5. Are you a resident of Arizona? ☑ Yes ☐ No Date of residency: 05/13/1985
6. Email address: [redacted]
7. Home Address: [redacted]
8. Daytime phone #: [redacted] Alternative phone #:

SECTION 2 – LICENSED BUSINESS INFORMATION

1. License Number: 06130051
2. Business Name (doing business as): 10-12 Lounge
3. Business Address: 910-912 Main Street Clarkdale, Arizona 86324

SECTION 3 – DAY TO DAY OPERATION OF BUSINESS

Must attach copies of Basic and Management Title 4 training certificates for person managing the day to day operation of the licensed business.

Who is managing the day to day operations? ☐ Agent ☑ Controlling Person ☐ Manager

Name of persons who will be handling the day to day operations: Connor Dean Barrett

SECTION 4 – BACKGROUND

If you answer "YES" to any Question 1 through 5 YOU MUST attach a signed statement. Give complete details including dates, agencies involved and dispositions. CHANGES TO QUESTIONS 1-5 MAY NOT BE ACCEPTED

1. Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? Yes ☑ No ☐

2. Have you been cited, arrested, indicted, convicted, or required to appear in court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past 5 years? Yes ☐ No ☑

3. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last 5 years? *A.R.S.§4-202(D* Yes ☐ No ☑

4. Have you had ANY administrative law citations, compliance actions, or consents, in any jurisdiction in the past 5 years? (Do not include civil traffic tickets) Yes ☐ No ☑
   A.R.S.§4-202,4-210
   **Administrative Law Violations are any civil penalties, fines, suspension, or revocations of your liquor license.*

5. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☑

SIGNATURE

I, (Print Full Name) Stephen Ludovico Tavasci hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature: [redacted] Date: 05/14/2026

'26 MAY 15 AM 11:59 AZDLLC

Section 4, Question #1: Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? Yes.

I, Stephen Ludovico Tavasci, have been a controlling person of the following entities that held liquor licenses within the last 5 years:

License Number:	06130084
Status:	Active
Business Name:	CLARKDALE NEWSTAND
Address:	911 N MAIN Street
City, State, Zip:	CLARKDALE, Arizona 86324
County:	Yavapai

[redacted]

Date: 05 / 14 / 2026

'26 MAY 15 AM 11:59 AZDLLC

Arizona Department of Liquor Licenses and Control
https://www.azliquor.gov
(602) 542-5141

Personal Information Questionnaire

DLLC USE ONLY
Job #:
Date Accepted:
LC:
License #

ATTENTION APPLICANT: This is a legally binding document. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

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current until 01/12-2027

Agent: a person who is designated by an applicant or licensee to receive communications from the department and to file and sign documents submitted to the department on behalf of the applicant or licensee. An agent is not a manager.

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Controlling Person: person directly or indirectly possessing control of an applicant or licensee.

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Manager: An individual (not an entity) approved by the Department of Liquor who has the authority to organize, direct, carry out, control or to otherwise operate the day-to-day operations of a liquor-licensed business.

A.R.S. §4-101(22) and A.R.S. §4-202(C)

SECTION - 1 INDIVIDUAL INFORMATION

☐ AGENT ☑ CONTROLLING PERSON ☐ MANAGER

1. Name: Perez (Last) Nicolas (First) William Robert (Middle)
2. Social Security #: [redacted] (NOT a public record) Birth Date: [redacted] (NOT a public record)
3. Driver's License #: [redacted] (NOT a public record) State Issued: AZ
5. Are you a resident of Arizona? ☐ Yes ☐ No Date of residency: 03/06/1993
6. Email address: Nperez@clarkdalenewstand.co,
7. Home Address: [redacted]
8. Daytime phone #: [redacted] Alternative phone #:

SECTION 2 – LICENSED BUSINESS INFORMATION

1. License Number: 06130051
2. Business Name (doing business as): 10-12 Lounge
3. Business Address: 910-912 Main Street, Clarkdale, Arizona 86324

'26 MAY 15 AM 11:59 AZDLLC

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Must attach copies of Basic and Management Title 4 training certificates for person managing the day to day operation of the licensed business.

Who is managing the day to day operations? ☐ Agent ☑ Controlling Person ☐ Manager

Name of persons who will be handling the day to day operations: Connor Dean Barrett

SECTION 4 – BACKGROUND

If you answer "YES" to any Question 1 through 5 YOU MUST attach a signed statement. Give complete details including dates, agencies involved and dispositions. CHANGES TO QUESTIONS 1-5 MAY NOT BE ACCEPTED

1. Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? Yes ☑ No ☐

2. Have you been cited, arrested, indicted, convicted, or required to appear in court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past 5 years? Yes ☑ No ☐

3. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last 5 years? *A.R.S.§4-202(D* Yes ☐ No ☑

4. Have you had ANY administrative law citations, compliance actions, or consents, in any jurisdiction in the past 5 years? (Do not include civil traffic tickets) Yes ☐ No ☑
   A.R.S.§4-202,4-210
   **Administrative Law Violations are any civil penalties, fines, suspension, or revocations of your liquor license.*

5. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☑

SIGNATURE

I, (Print Full Name) Nicolas William Robert Perez hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature: [redacted] **Date:** 5/14/2026

'26 MAY 15 AM 11:59 AZDLLC

Section 4, Question #1: Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? Yes.

I, Nicolas William Robert Perez, have been a controlling person of the following entities that held liquor licenses within the last 5 years:

License Number:	06130084
Status:	Active
Business Name:	CLARKDALE NEWSTAND
Address:	911 N MAIN Street
City, State, Zip:	CLARKDALE, Arizona 86324
County:	Yavapai

[redacted]

Date: 05 / 14 / 2026

NICOLAS WILLIAM PEREZ

'25 MAY 15 PM 12:00 AZDLLC

ATTACHMENT TO QUESTIONNAIRE

SECTION 4, QUESTION 2

SIGNED STATEMENT

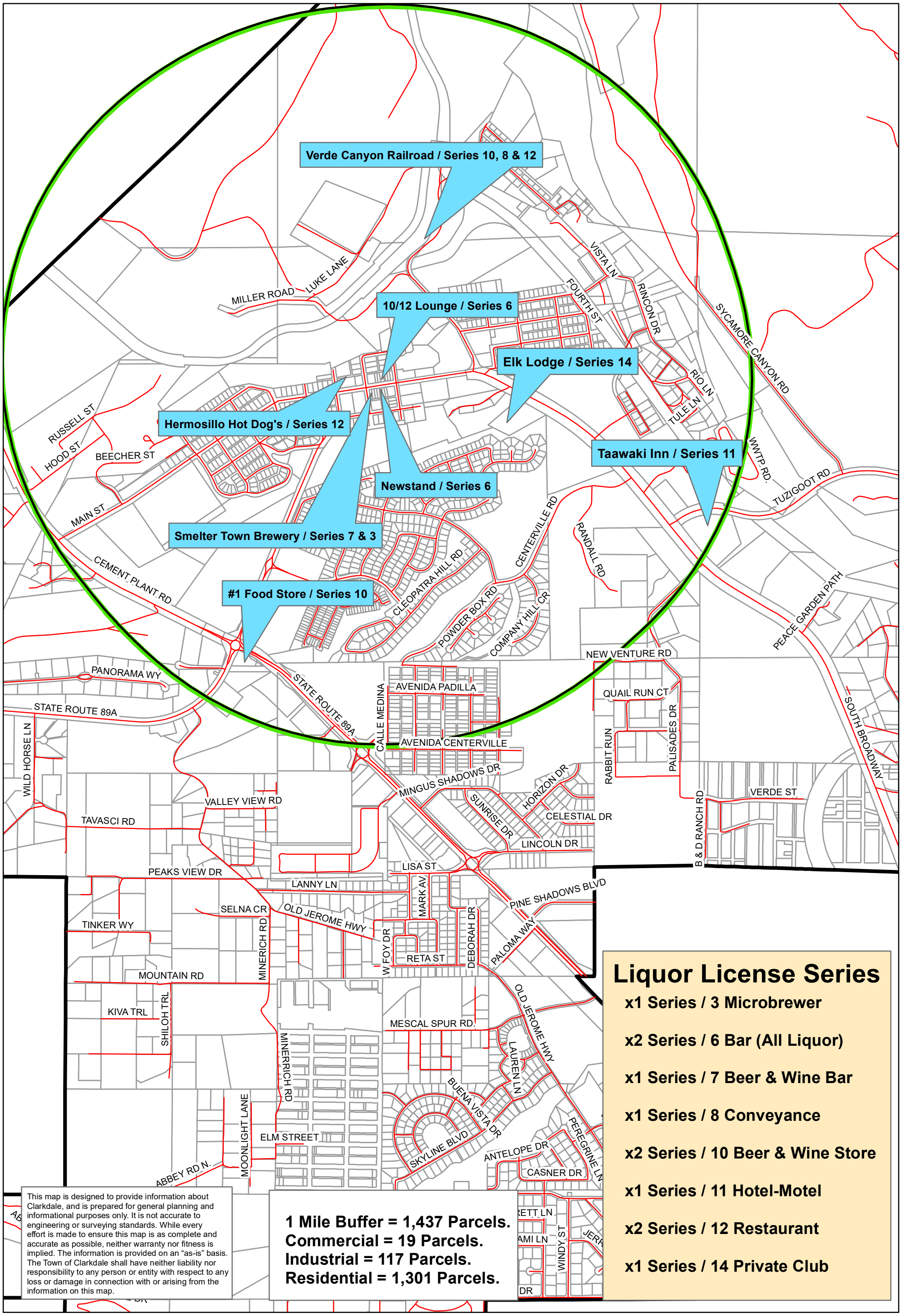
In order to clarify my affirmative answer to question 2 of Section 4 of my Questionnaire- On April 26, 2025, I was pulled over by the Flagstaff police department and put in the Coconino County Sherifs jail for 12 hours on a suspected DUI. I was never charged with a DUI only a misdemeanor reckless driving under case no. J0301CF2024000271. My punishment was 7 points on my license

Dated this 14 day of May

[redacted]

Nicolas William Perez

105642039.1



Liquor License Series

- x1 Series / 3 Microbrewer
- x2 Series / 6 Bar (All Liquor)
- x1 Series / 7 Beer & Wine Bar
- x1 Series / 8 Conveyance
- x2 Series / 10 Beer & Wine Store
- x1 Series / 11 Hotel-Motel
- x2 Series / 12 Restaurant
- x1 Series / 14 Private Club

1 Mile Buffer = 1,437 Parcels.
Commercial = 19 Parcels.
Industrial = 117 Parcels.
Residential = 1,301 Parcels.

This map is designed to provide information about Clarkdale, and is prepared for general planning and informational purposes only. It is not accurate to engineering or surveying standards. While every effort is made to ensure this map is as complete and accurate as possible, neither warranty nor fitness is implied. The information is provided on an “as-is” basis. The Town of Clarkdale shall have neither liability nor responsibility to any person or entity with respect to any loss or damage in connection with or arising from the information on this map.

The Town of Clarkdale
Community Development Department
P.O.Box 308/890 Main Street,
Clarkdale,AZ 86324
(928) 639-2500

Liquor License Series Map

0 0.05 0.1 0.2 0.3 0.4 Miles

GIS / ESPOLT

June 30, 2026

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Verde Canyon Railroad / Series 10, 8 & 12

10/12 Lounge / Series 6

Elk Lodge / Series 14

Hermosillo Hot Dog's / Series 12

Newstand / Series 6

Smelter Town Brewery / Series 7 & 3

Taawaki Inn / Series 11

Moose Lodge / Series 14

#1 Food Store / Series 10

Dollar General / Series 10

Bodega Pierce / Series 13

Chateau Tumbleweed / Series 13

Southwest Wine Center / Series 18 & 13

MILLER ROAD
LUKE LANE
VISTA LN
FOURTH ST
RINCON DR
SYCAMORE CANYON RD
MAIN ST
TULE LN
WWTP RD.
TUZIGOOT RD
CENTERVILLE RD
RANDALL RD
TIABLANCA RD
ALFONSE RD
CLEOPATRA HILL RD
POWDER BOX RD
COMPANY HILL CR
NEW VENTURE RD
AZURITE WY
STATE ROUTE 89A
AVENIDA PADILLA
QUAIL RUN CT
RABBIT RUN
PALISADES DR
BENT RIVER RD
VERDE ST
B & D RANCH RD
SOUTH BROADWAY
VALLEY VIEW RD
TAVASCI RD
OLD JEROME HWY
PEAKS VIEW DR
SELNA CR
MOUNTAIN RD
SHILOH TRL
MESCAL SPUR RD.
LAUREN LN
ALAMOS DR
BUENA VISTA DR
SCENIC DR
PEREGRINE LN
SKYLINE BLVD
ANTELOPE DR
ROGERS PL
NORTHSTAR DR
SKY DR
SUSAN AV
JERRY ST
GALE AV
BLACK HILLS DR
ABBEY RD N.
MOONLIGHT LANE
ELM STREET
ROBERTS RD

Liquor License Series

- x1 Series / 3 Microbrewer
- x2 Series / 6 Bar (All Liquor)
- x1 Series / 7 Beer & Wine Bar
- x1 Series / 8 Conveyance
- x3 Series / 10 Beer & Wine Store
- x1 Series / 11 Hotel-Motel
- x2 Series / 12 Restaurant
- x3 Series / 13 Domestic Farm Winery
- x2 Series / 14 Private Club
- x1 Series / 18 Craft Distiller

The Town of Clarkdale
Community Development Department
P.O.Box 308/890 Main Street,
Clarkdale,AZ 86324
(928) 639-2500

Liquor License Series Map

N

0 0.05 0.1 0.2 0.3 0.4 Miles

GIS / ESPOLT

June 23, 2026

Town of Clarkdale

Liquor License Review Form

Police Department

Type of License	Series 6 - Bar
Applicant's Name	Michael Raymond Kaffer Jr
Business Name	10-12 Lounge
Business Address	910-912 N Main St.

A.R.S 4-203 states that "A spiritous liquor license shall be issued only after **satisfactory showing** of the **capability, qualifications and reliability** of the applicant and, with the exception of wholesaler, producer, government or club licensees, **that the public convenience requires that the best interest of the community will be substantially served** by the issuance."

Please review the application based on the above criteria and answer the questions below:

1. Evidence that all necessary use fees, licenses and permits for which the applicant is eligible at the time of application have been paid, obtained and are in compliance from the state and all other governing bodies:

2. Effect on vehicular traffic within one mile of the proposed premises:

   There is no evidence that vehicular traffic within one mile would be affected.

3. Effect or impact on the activities of businesses or the residential neighborhood that might be affected by Granting a license at the proposed premises:

   There is no evidence that this business would ahve any negative affect or impact on activities of business or the residential neigborhood.

Town of Clarkdale

Liquor License Review Form

Police Department

4. Spillman Background/History review

Based on the background/history review conducted, there are no prior police contact with Michael Kaeffer, Philip Tavasci, and Stephen Tavasci. Nick Perez had animal problem calls (cows getting out) and Connor Barrett was cited and released in 2009 for Intoxicated Minor under 21 years of age.

5. Calls and Activities regarding property and/or person(s) in application:

Previous calls at this address going back five years are noncriminal in nature (Criminal Damage report someone ran over a water pipe outside the building)

6. Any additional concerns/comments?

N/A

☒ Approved ☐ Denied

E-Signature	Police Chief Title
Randy S. Taylor Name	6/24/26 Date

This license is scheduled for the Town Council Meeting on: 7/14/2026

Return to Town Clerk by: 6/18/2026

Town of Clarkdale

Liquor License Review Form

Utilities/Public Works

Type of License	Series 6 - Bar
Applicant's Name	Michael Raymond Kaffer Jr.
Business Name	10-12 Lounge
Business Address	910-912 N Main St.

A.R.S 4-203 states that "A spiritous liquor license shall be issued only after **satisfactory showing** of the **capability, qualifications and reliability** of the applicant and, with the exception of wholesaler, producer, government or club licensees**, that the public convenience requires that the best interest of the community will be substantially served** by the issuance."

Please review the application based on the above criteria and answer the questions below:

1. Evidence that all necessary use fees, licenses and permits for which the applicant is eligible at the time of application have been paid, obtained and are in compliance from the state and all other governing bodies:

   All fees paid; utilities current.

2. Effect on vehicular traffic within one mile of the proposed premises:

   No concerns regarding traffic.

3. Calls and Activities regarding property and/or person(s) in application:

   None.

Town of Clarkdale

Liquor License Review Form

Utilities/Public Works

4. Any additional concerns or comments?

None.

☒ Approved ☐ Denied

Virginia Smith Digitally signed by Virginia Smith Date: 2026.06.15 12:04:45 -07'00'

E-Signature

Title

Name

Date

This license is scheduled for the Town Council Meeting on: 7/14/2026

Return to Town Clerk by: 6/18/2026

Town of Clarkdale

Liquor License Review Form

Fire Department

Send to Nate Bailey: VVFD Fire Inspector
nbailey@verdevalleyfire.org

Type of License	Series 6 - Bar
Applicant's Name	Michael Raymond Kaffer Jr.
Business Name	10-12 Lounge
Business Address	910 - 912 N Main St.

A.R.S 4-203 states that "A spiritous liquor license shall be issued only after **satisfactory showing** of the **capability, qualifications and reliability** of the applicant and, with the exception of wholesaler, producer, government or club licensees**, that the public convenience requires that the best interest of the community will be substantially served** by the issuance."

Please review the application based on the above criteria and answer the questions below:

1. Evidence that all necessary use fees, licenses and permits for which the applicant is eligible at the time of application have been paid, obtained and are in compliance from the state and all other governing bodies:

   None

2. Effect on vehicular traffic within one mile of the proposed premises:

   None

3. Fire Safety /Compliance with International Fire Code as adopted by the Town of Clarkdale and enforced by Verde Valley Fire District:

   To be Determined through Annual Fire Inspections

Town of Clarkdale

Liquor License Review Form

Fire Department

4. Calls and Activities regarding property and/or person(s) in application:

None

5. Any additional concerns/comments?

No other Issues.

☒ Approved ☐ Denied

Nate Bailey

Digitally signed by Nate Bailey
DN: O=Copper Canyon Fire and Medical Dist/ Verde Valley Fire Dist., CN=Nate Bailey, E=nbailey@ccfmd.az.gov
Reason: I am the author of this document
Location:
Date: 2026.06.08 14:27:15-07'00'
Foxit PDF Editor Version: 13.1.7

E-Signature

Title

Name

Date

This license is scheduled for the Town Council Meeting on: 7/14/2026

Return to Town Clerk by: 6/18/2026

Town of Clarkdale

Liquor License Review Form

Community Development

Type of License	Series 6 - Bar
Applicant's Name	Michael Raymond Kaffer Jr
Business Name	10-12 Lounge
Business Address	910 - 912 N Main St.

A.R.S 4-203 states that "A spiritous liquor license shall be issued only after **satisfactory showing** of the **capability, qualifications and reliability** of the applicant and, with the exception of wholesaler, producer, government or club licensees**, that the public convenience requires that the best interest of the community will be substantially served** by the issuance."

Please review the application based on the above criteria and answer the questions below:

1. Number and types of licenses within one mile of the proposed premises:

Series 3 - 1	Series 10 - 3
Series 6 - 2	Series 12 - 2
Series 8 - 1	Series 14 - 1
Total = 10	

2. Evidence that all necessary use fees, licenses and permits for which the applicant is eligible at the time of application have been paid, obtained and are in compliance from the state and all other governing bodies:

No current fees/licenses/permits due at this time.

3. Any concerns of the nature of the proposed business, its potential market and its likely customers and zoning:

No. Change of ownership only.

Town of Clarkdale

Liquor License Review Form

Community Development

4. Compatibility of the proposed business with other activity within one mile of proposed premises:

Existing bar/lounge

5. Effect or impact on the activities of businesses or the residential neighborhood that might be affected by granting a license at the proposed premises:

None.

6. Residential and commercial population density within one mile of the proposed premises:

19 commercial parcels
117 industrial parcels
1,301 residential parcels
Total = 1, 437 (Not all parcels are developed)

7. Any additional concerns/comments?

None.

☒ Approved ☐ Denied

Digitally signed by Scott Ellis
Date: 2026.06.10 13:38:16 -07'00'

E-Signature

Community Development Director

Title

Scott Ellis

Name

06/10/2026

Date

This license is scheduled for the Town Council Meeting on: 7/14/2026

Return to Town Clerk by: June 18, 2026

Staff Report

Item Number: 6.A.

Agenda Item: **PUBLIC HEARING - Ordinance No. 457, A General Plan Text Amendment, Chapter 3 - Circulation Element**
The Town Council will hold a public hearing to take public comments on Ordinance No. 457, a General Plan text amendment to Chapter 3 - Circulation Element, related to Road Cross-Sections.

Staff Contact: Scott Ellis, Community Development Director

Meeting Date: July 14, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

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

Background: The Town is currently updating the Engineering Standards section of the Town Code, which establishes requirements for roadway design and dimensions. As part of the recent Zoning Ordinance update, several provisions were removed with the intent that they be incorporated into the Engineering Standards.

Additionally, the current General Plan, specifically Chapter 3 – Circulation Element, includes detailed roadway cross-section design standards that are more appropriately located within the Engineering Standards. Relocating these standards will improve consistency and eliminate potential conflicts in roadway requirements across Town regulations.

Budget Impact: The proposed amendment is administrative in nature and is not expected to have a fiscal impact on the Town.

Recommendation: No recommendation. Public hearing only.

TOWN OF CLARKDALE
ORDINANCE NO. 457

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, APPROVING A GENERAL PLAN TEXT AMENDMENT TO CHAPTER 3 – CIRCULATION ELEMENT RELATED TO ROAD CROSS-SECTIONS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS,
The Town of Clarkdale has adopted a General Plan pursuant to Arizona Revised Statutes; and

WHEREAS,
The Town has identified the need to amend Chapter 3 – Circulation Element to clarify and update road cross-sections and related transportation planning guidance; and

WHEREAS,
The proposed amendment is intended to improve clarity, consistency, and long-range transportation planning within the Town; and

WHEREAS,
Pursuant to Arizona Revised Statutes and the Town's adopted procedures, the Planning Commission held a public hearing on the proposed amendment and forwarded a recommendation to the Town Council; and

WHEREAS,
The Town Council has determined that the proposed General Plan text amendment is in the best interest of the public health, safety, and welfare of the Town of Clarkdale.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AS FOLLOWS:

SECTION 1.
That Chapter 3 – Circulation Element of the Town of Clarkdale General Plan is hereby amended related to road cross-sections, as more particularly described in Exhibit "A," attached hereto and incorporated herein by reference.

SECTION 2.
If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 3.
This Ordinance shall become effective 30 days after adoption by the Town Council as provided by law.

PASSED AND ADOPTED by the Mayor and Town Council of the Town of Clarkdale, Arizona, this 14th day of July, 2026.

ATTEST:

Charity Brooks, Town Clerk **Robyn Prud'homme-Bauer, Mayor**

APPROVED AS TO FORM:

Stephen W. Polk, Town Attorney

EXHIBIT "A"
General Plan Text Amendment

Chapter 3 – Circulation Element
Road Cross Sections

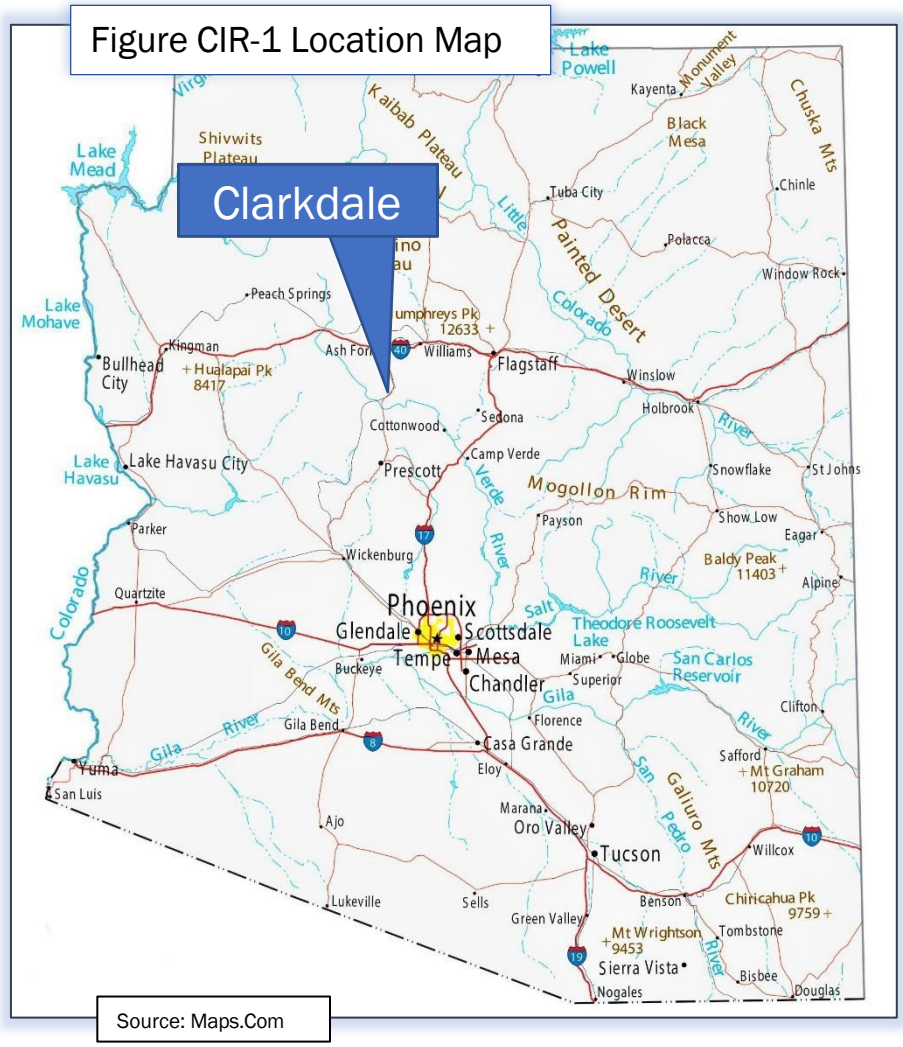
Exhibit A

Chapter 3: Circulation Element

"...A circulation element consisting of the general location and extent of existing and proposed freeways, arterial and collector streets, bicycle routes and any other modes of transportation as may be appropriate, all correlated with the land use element of the plan." – *Arizona Revised Statutes, Title 9*

The purpose of the Circulation element is to set forth the location of existing and proposed freeways, streets, bike paths, and other modes of transportation serving Clarkdale. It is included in the General Plan because the ability to move vehicular traffic safely and efficiently through a community is critical to its success- in terms of both quality of life and supporting the local economy.

Figure CIR-1 Location Map



Source: Maps.Com

Circulation is more than just moving vehicular traffic from one place to another. Historic Clarkdale was designed to enable easy pedestrian access to shopping, schools, and other amenities typically found in a community; maintaining that walkability reduces traffic volumes on roadways and contributes to the Town's sense of place. Transit systems like Cottonwood Area Transit, Verde Lynx, Veterans Transportation System and other programs serve those who lack reliable transportation of their own. Bicycles are increasingly used for transportation as well as recreation; making safe bike lanes available enhances their use as an alternative mode of transportation. Further, tourism-related activities such as hiking and mountain biking contribute to the Town's economy. Weaving traditional means of transportation like automobiles and trucks with bike/ped

options through a Complete Street program will enhance the quality of life and economic stability of the community alike.

Clarkdale is located approximately 17 miles northwest of the intersection of State Route 260 (SR 260) and Interstate 17 (I 17). State Route 89A (SR 89A) is the major transportation corridor in town; it connects with I 17 via SR 260 in Cottonwood to the south. I 17 then connects with Interstate 40, a major east/west interstate transportation corridor that stretches from Barstow, CA to Wilmington, NC.

3.1 Current Conditions

Given its long history as the first planned community in Arizona, Clarkdale has a long-established circulation system whose growth has paralleled that of the Town. Historic Clarkdale's road system is based on the grid system of streets, meaning that streets are laid out in straight runs that intersect with each other at 90-degree angles. The streets are wide enough to easily accommodate on-street parking. Blocks are bisected by alleyways that provide access to alley-facing garages as separate structures, rather than the street-facing structurally integrated garages typical of contemporary homes.

The street nomenclature in historic Clarkdale is such that it is easy to determine where an address is located based on its name alone. Main Street serves as the spine, with paralleling streets identified both numerically and ordinally as they are distanced from Main Street. First North, therefore, is the first street north of Main Street, while Second South is the second street south of Main Street. Perpendicular streets are numerical only, beginning with Fourth Street on the eastern end of Lower Clarkdale and continuing westerly to Sixteenth Street at the western end of Main Street. Interestingly, the streets use verbiage rather than numbers as names.

Other neighborhoods in Clarkdale such as Black Hills Estates and Foothills have been designed in a modified grid system. Unlike historic grid systems, modified grid systems became more popular in the 1970's, introducing curvilinear roads that provided a visually interesting alternative to the straight streets in a grid system and served as traffic calming devices, forcing vehicles to slow down to safely negotiate curves.

Street and Road Classification

Streets and roads are classified in two ways: by Functional Classification and Level of Service. Functional Classification separates roadways into three separate types: Local, Collector, and Arterial.

Levels of Service (LOS) classification assigns letter grades to roads and intersections based on their ability to carry traffic and move vehicles efficiently, with "A" being ideal conditions and "F" representing a street or intersection that has failed.

Functional Classifications

Functional classification of roads is based on how they fit within an area's transportation network and the purposes that they serve in moving vehicular traffic from one area to another. There are three (3) primary classifications typically found in municipalities which are discussed in detail below. In addition, there are three classifications of roadways that have greater carrying capacity than arterials: Principal Interstates (I 17); Principal Other (89 A from Cottonwood to Sedona) and Principal

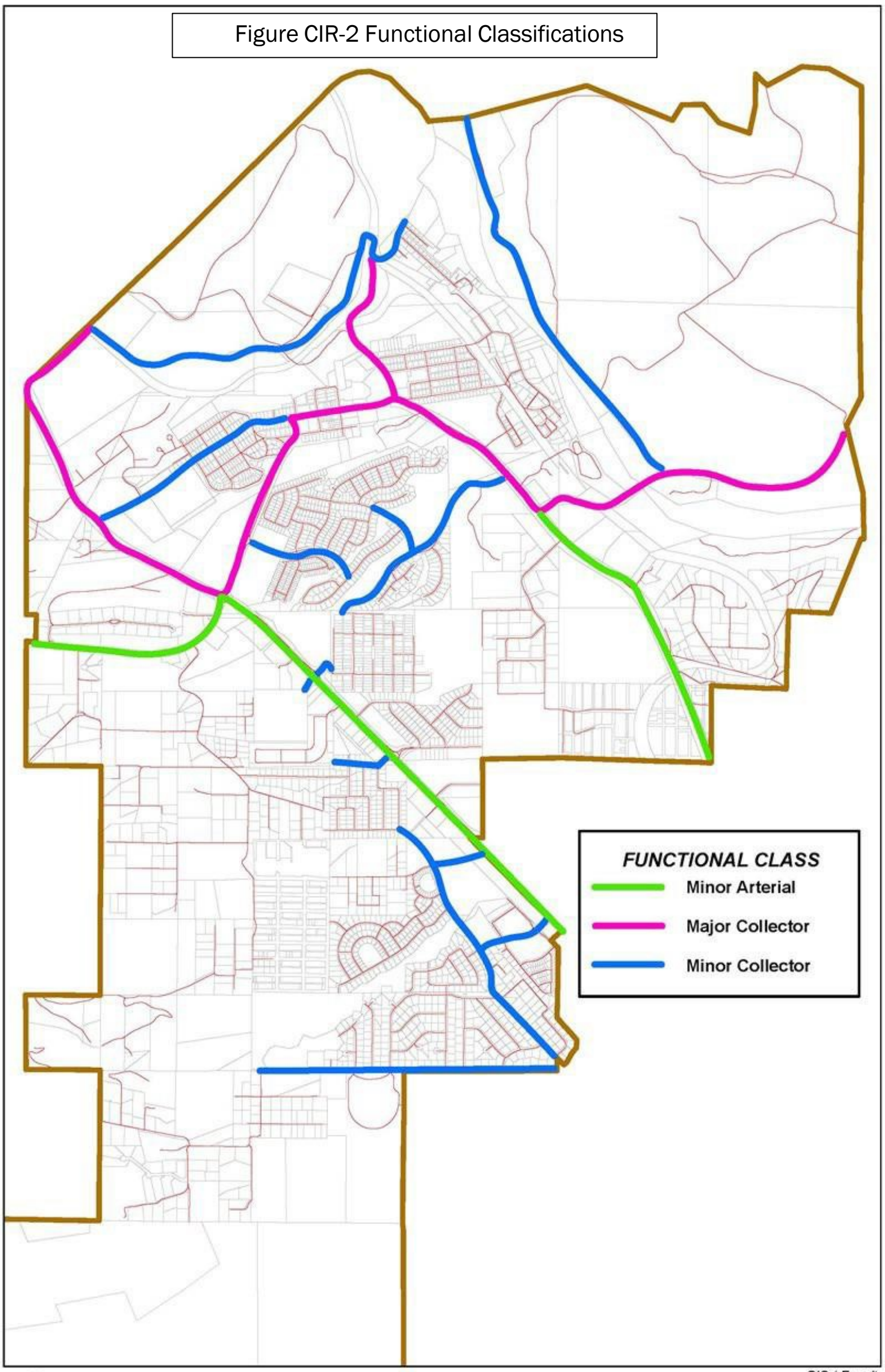
Freeways (Fain Road/SR 89A in Prescott Valley). Because of Clarkdale's location, it is not directly served by these classifications of roadways.

Local roads are those streets and roads that are intended for use by local residents to serve neighborhoods. Almost all the roads in Clarkdale are considered local roads. Generally, they carry traffic to and from residences to other destinations such as employment centers, commercial areas, and educational facilities. Local roads can be hard surfaced or gravel, and typically are two-lane roads. Local roads may also have curbs, gutters, sidewalks, and dedicated bike lanes when hard-surfaced.

Collectors are those streets and roads that do just that – collect traffic from local roads and funnel it to larger local and regional arterials, and disperse traffic from arterials to local roads. These streets are generally hard surfaced and developed with curbs, gutters, and sidewalks, and carry traffic at a low to moderate rate of speed. Collectors are further classified as major and minor, depending upon the traffic volumes carried. Clarkdale Parkway, Old Jerome Highway, and Black Hills Drive are all examples of major and minor collectors.

Arterial roads carry larger volumes of traffic at higher levels of service and rates of speed for longer, uninterrupted distances. They serve regions rather than specific neighborhoods or commercial developments, and carry traffic in and out of municipalities throughout a given area. State Route 89A and Broadway (Old SR 89A) are both considered to be minor arterials.

Figure CIR-2 Functional Classifications



GIS / Espolt

The Town of Clarkdale
P.O Box 308/890 Main Street,
Clarkdale,AZ 86324
(928)639-2500

Functional Classifications

N 0 650 1,300 2,600 3,900 5,200 Feet

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Road Cross Sections

Roadway cross-sections and dimensional design standards are established and maintained in the Town's Engineering Standards.



A. Private Streets provide access to a small number of residences and are designed for areas that generate minimal numbers of trips per day. The predominant surface material is compacted Aggregate Base Course (ABC) over a subgrade base of the same material. These streets typically serve sparsely populated rural areas and are commonly known as "gravel roads".

B. Rural Lanes serve homes that either directly access the road via a private driveway or indirectly access them via private streets as described above. As with Private Streets, Rural Lanes have gravel surfaces and serve sparsely populated rural areas with minimum lot sizes of 20,000 square feet (~1/2 acre) or greater.

C. Rural Local roads are the lowest capacity hard-surfaced roads and are intended for automobile and light-duty truck traffic. As with private streets and rural lanes, rural local roads can be accessed directly or indirectly and serve low density areas with lots of at least 20,000 square feet (` 1/2 acre).

D. Rural Collector roads funnel traffic from smaller, less frequently traveled rural roads to higher capacity roads that provide connectivity to the local and regional circulation network. They are intended to move greater capacities at higher speeds than other classes of rural and private roads. These roads can be accessed directly or indirectly and are limited to those areas with lot sizes of at least 20,000 square feet (~1/2 acre).

E. Residential Local streets and roads serve areas of higher density than rural roads and are frequently found in platted subdivisions and other areas where lot sizes are less than 20,000 square feet (~1/2 acre). Like rural local roads, these streets are designed to serve fewer trips per day at lower speeds; they also feed traffic to residential collectors that provide linkage to regional collectors and arterials.

F. Residential Collectors are designed to carry traffic concentrated from higher density residential local streets to regional collectors and arterials. Where residential local streets are designed for residents to access homes in higher density areas, residential collectors are designed to carry vehicles from several local streets to both local and regional arterials.

Levels of Service (LOS)

The ease with which a given street, road, or intersection can move traffic is called its "Level of Service", or LOS. Similar to letter grades earned in educational settings with "A" representing the highest level of functionality and "F" indicating a road or intersection that barely functions at all in terms of carrying traffic efficiently, the designations easily describe the operating conditions present for street segments and intersections. The LOS descriptions are standardized across state and federal Departments of Transportation, Municipal Planning Organizations, (MPO's), and other jurisdictions. Streets and roads in Clarkdale function at a LOS of "B" or better, meaning that traffic delays are minimal; traffic flows are steady and consistent, and maneuvering is not restricted by other vehicles on the road.

3.2 Local and Regional Transportation Planning

Like land-use planning, transportation planning requires coordination with regional partners to design an efficient and effective circulation system. Transportation planning is first coordinated at the federal level, through the US Department of Transportation (USDOT). USDOT has jurisdiction over interstate transportation, including airlines and railroads, and funds projects by passing dollars through state agencies like the Arizona Department of Transportation (ADOT), which serves in part as a "pass-through" organization that distributes funding to municipal planning organizations (MPO's) and Councils of Governments (COG's), which then allocate funds to counties and municipalities for roadway and other transportation enhancements.

Arizona Department of Transportation (ADOT)

The Arizona Department of Transportation (ADOT) is the state-level department responsible for managing all modes of transportation in the State of Arizona not directly managed by the US DOT. With respect to circulation, ADOT passes federal funding through to municipal planning organizations (MPO's), Councils of Governments (COGs), counties, municipalities, and other jurisdictions for road maintenance, regional and statewide project planning, and management of transit programs.

ADOT facilitates the development of the Transportation Facilities Construction Program, or what is commonly known as "the 5-Year Plan". In conjunction with the Transportation Improvement Plan (TIP), the 5-year Plan identifies and prioritizes multimodal transportation projects on a statewide basis, which provides the basis for allocating federal, state, and local funds.

Northern Arizona Council of Governments (NACOG)

The Northern Arizona Council of Governments (NACOG) is a voluntary association of counties, municipalities, and other jurisdictions that provides regional planning, coordination, and technical assistance to its members on matters of common interest.

NACOG provides regional transportation planning and coordination through its Transportation Planning staff, who are responsible for facilitating the TIP. This multi-year capital improvement plan sets forth priorities for spending of certain federal funds for a variety of transportation-related projects throughout NACOGS's four counties and member jurisdictions. Projects funded through the TIP include road construction and improvement, transit programs, and multimodal projects. The 2020 overlay project on Main Street and Broadway were planned and funded through this program.

Verde Valley Transportation Planning Organization (VVTPO)

The Verde Valley Transportation Planning Organization (VVTPO) coordinates regional transportation corridors throughout the Verde Valley. In partnership with ADOT, VVMPO creates five-year plans for improvements to streets and roads based on LOS and demand, and available funding. A joint effort between Yavapai County, ADOT, and member jurisdictions, this organization facilitates both long- and short-range transportation projects that interconnect communities in the Verde Valley with each other, and interfaces with both NACOG and ADOT in the planning process.

The Verde Valley Master Transportation Plan (VVMTP)

The Verde Valley Master Transportation Plan provides a five-year framework for transportation enhancements in the Verde Valley based on jointly identified current and future transportation needs. The purpose of the plan is to prioritize critical needs and strategic improvements, provide timely and realistic solutions, and coordinate projects to maximize available funding for multimodal transportation projects throughout the Verde Valley. The most recent plan from 2016 identifies improvement projects for the following roadways within the Town of Clarkdale.

- State Route 89A from Milepost 346.6 to 349.9: widen shoulders from 1' to 5' to increase safety for all modes of transportation and improve emergency response
- Black Hills Drive, 0.9 miles west of State Route 89A: pavement improvement to extend the life of existing infrastructure
- West Loop Phase 1-Black Hills Drive to Fir Street: roadway capacity improvement, details provided below, Figure CIR-4 (N 36)
- Broadway Road, Main Street Clarkdale to Main Street Cottonwood: roadway capacity improvement to improve corridor safety, improve pedestrian and bicycle mobility, and encourage economic development, completed in 2020 with details provided below (Figure CIR-5)
- Cement Plant Road, Tuzigoot Road, and Sycamore Canyon Road: shoulder improvements to increase safety for all modes of transportation and improved emergency response

Figure CIR-3 Verde Valley Transportation Planning Organization Area

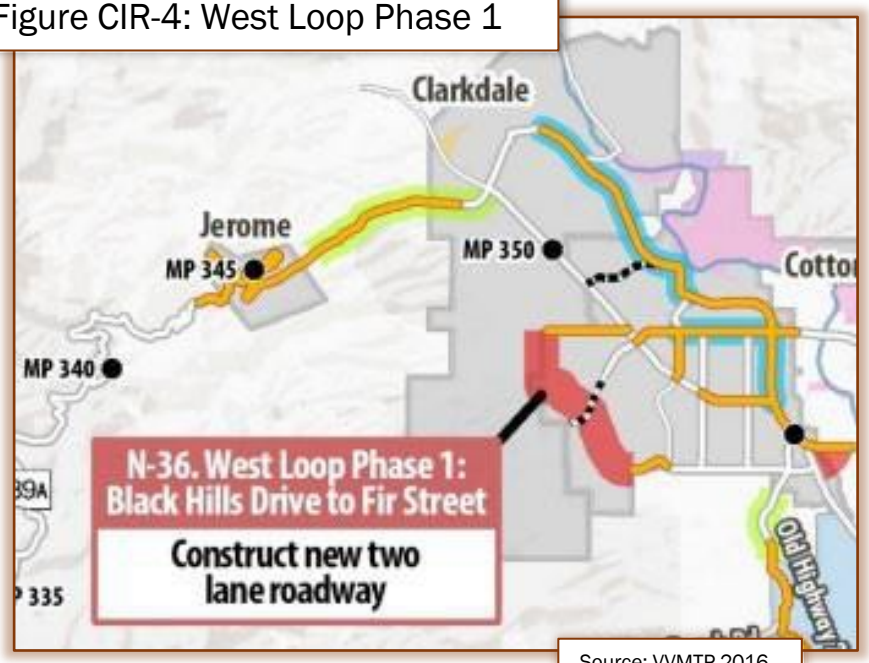


Source: Verde Valley Master Transportation Plan 2016

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West Loop Phase 1

Figure CIR-4: West Loop Phase 1



Source: VVMTP 2016

The VVMTP identifies the construction of a new two-lane minor collector street that will connect Black Hills Drive in Clarkdale to Fir Street in Cottonwood. This linkage will provide additional access to Yavapai College and provide alternatives for connecting the Black Hills Estates, Cottonwood Ranch, and Mesquite Hills subdivisions to the rapidly developing commercial area near the intersection of East State Route 89A and State Route 260 in Cottonwood. This project also calls for bike lanes and sidewalks on both sides of the proposed street, making it the first "Complete Street" project in the area.

Bike/Pedestrian Enhancements

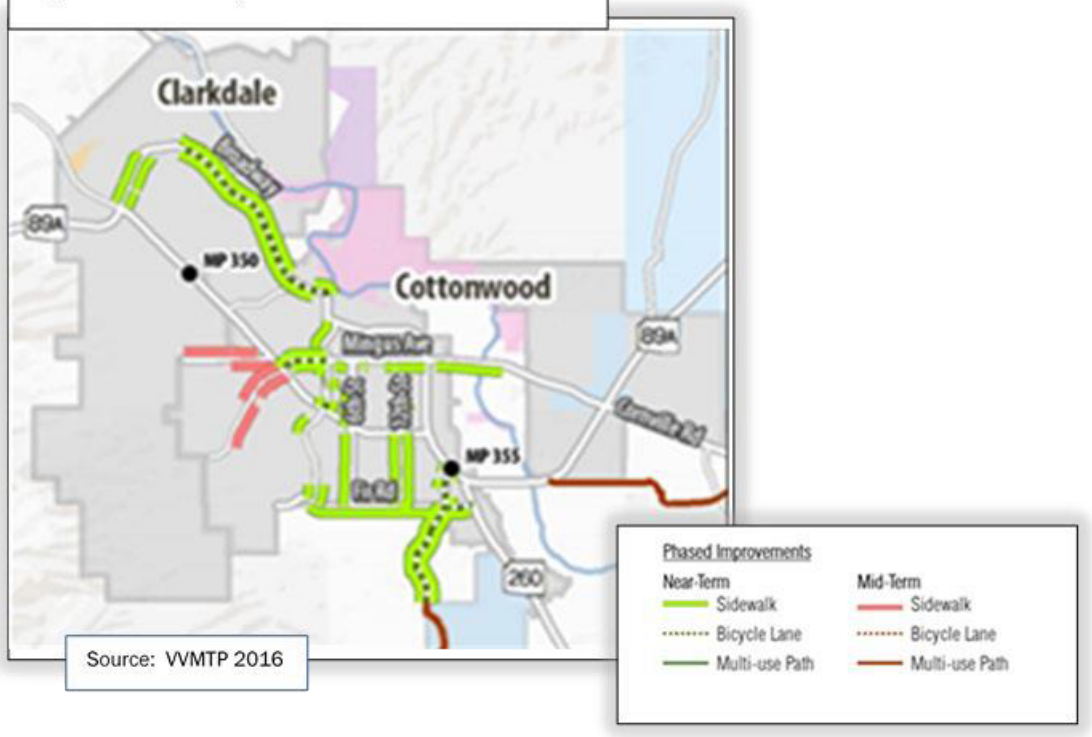
In an effort to encourage safe access to alternative means of transportation and enhance recreational activities, the VVMTP proposes two (2) projects in Clarkdale to facilitate walking and biking. Broadway Street, which connects Historic Clarkdale with Old Town Cottonwood, is the original route for State Route 89A.

Designated by ADOT as a Scenic and Historic Road, it provides sweeping views of the Verde River and red rock cliffs. Low speed limits and wide rights-of way provide ample room for bike/ped connectivity.

In 2020, the roadway was resurfaced and a dedicated bike lane was striped on both sides of the newly refurbished asphalt. In addition, a sidewalk with curb and gutter were installed on the north side of Broadway, enabling both residents and visitors the ability to walk and bike the corridor.

Completion of the sidewalks on both sides of Clarkdale Parkway between Mountain Gate Drive and State Route 89A will provide additional bike/pedestrian accessibility between Upper Clarkdale, Historic Downtown Clarkdale, and the Mountain Gate subdivision. The shoulders along Clarkdale Parkway between Mountain Gate Drive and Sunset Boulevard have been cleared of brush and widened to provide interim bike/ped paths until funding for long-term solutions can be acquired.

Figure CIR-5: Bike/Pedestrian Enhancements



Local Circulation Planning

Planning for future expansion of the circulation system in Clarkdale will be dependent upon growth in both the residential, commercial, and industrial sectors. Given the current demand for housing, expansion of this use and associated streets and roads will likely occur sooner rather than later. As employment and demand for goods and services follow, additional streets will be necessary to provide smooth traffic flows throughout the Town.

Typically, developers are required to build streets internal to their project as well as those that provide connectivity to the existing road network. The Public Works staff provide detailed specifications based on the Yavapai Association of Governments/Maricopa Association of Governments standards, which are in turn based on national and federal guidelines. The type and capacity are based on the number of trips typically generated by the uses developed. For instance, a single-family residence generates an average of ten (10) trips per day, while a discount retailer will generate approximately 70 trips per day. Once constructed, the Public Works department inspects the streets to ensure they are built to specifications; if so, and if there are sufficient funds in the Town budget, Town Council will formally accept the roads and its maintenance as it becomes Town property.

Several locations have been identified with respect to new road construction or improvements to existing roads. These areas are generally identified as serving residential areas that are likely to be developed in the next ten (10) years, or commercial areas that will serve expanding residential needs. Briefly described here, these locations will be discussed in detail in the Growth Area element.

Centerville Road Extension

The extension of Centerville Road from Broadway to SR-89A was conceptualized during the planning and development of the Mountain Gate subdivision. Deception Wash, which separates Mountain Gate from the Centerville Subdivision, created design challenges that necessitated the acquisition of three (3) privately owned lots in the northwest corner of Centerville. Despite multiple attempts, the Town was not able to reach an agreement with the property owners to acquire the needed land and began renegotiation of the development agreement with the developers of Mountain Gate in 2020. Completion of this roadway will be required as part of future development agreement(s) associated with the currently vacant land between Centerville and SR-89A.

Cement Plant Road Extension

Extension of Cement Plant Road to the Bitter Creek Industrial Park is key to activating this key economic driver. Currently, freight access to the industrial park is limited by the weight and lane restrictions of the historic Bitter Creek bridge. Further, snaking heavy truck traffic through the historic downtown, an area dependent upon pedestrian traffic, is counterproductive to the continued redevelopment of downtown. While extending Cement Plant Road along a route that parallels the existing railway that serves the plant will indeed be a long-range project, it is the least impactful alternative with respect to heavy truck traffic and the most impactful with respect to spurring investment and employment opportunities in the industrial park.

3.2 Alternative Modes of Transportation

Transit

Transit simply defined is the carrying of goods and people from one location to another; in the case of public transit systems, the purpose is to provide alternatives to utilizing single passenger vehicles throughout the Clarkdale/Cottonwood/Sedona corridor. In partnership with the City of Cottonwood, Clarkdale is able to offer a number of transit and paratransit services to its residents through Cottonwood Area Transit (CAT).

Figure CIR-6 Cottonwood Area Transit Service



Source: Cottonwood Area Transit

Cottonwood Area Transit (CAT) provides a low-fare service to residents of Clarkdale, Cottonwood, Bridgeport and Verde Village via four (4) fixed routes that run Monday through Thursday from 6:45 am to 6:32 pm. The routes provide access to necessary retail, medical, and other destinations for residents who are unable to drive. A new after-hours service has been added that provides connectivity to three of CAT's fixed routes after regular hours to provide additional assistance to those who work in Sedona and rely on CAT and Verde Lynx for transportation to and from work. Riders can transfer from the CAT routes to the Verde Lynx system at a centralized transfer center in Cottonwood.

The Verde Lynx system provides transportation to from Cottonwood to Sedona on a fixed-route system that runs seven (7) days per week. Hours of service are 6:00 am to 11:00 pm Wednesday through Sunday, and 6:30 am to 7:30 pm Mondays and Tuesdays. This system provides a low-cost commuting alternative to hospitality workers employed in Sedona. Fares for both systems start at $1.25 one-way, and offer discounts to senior citizens, veterans, and students.

CAT Paratransit serves those with disabilities that cannot use fixed-route buses. It is available five days a week and coincide with the hours that the fixed route service operates. Riders using this system call to schedule rides 24 hours in advance and are provided with door-to-destination service. Other options for paratransit in the area include Verde Valley Caregivers Coalition, a non-profit organization that provides rides other services to those that are in need. There are also two taxi

service providers, CK's Need A Lift and Tender Hearts, that can provide rides to any ADA qualified person, including those that need wheelchair assistance.

Yavapai Apache Nation also provides transit services to both tribal and non-tribal members across the Verde Valley. This fixed-route system provides connectivity between tribal lands and communities as well as Verde Lakes, Rimrock, Camp Verde, Tunlii, Middle Verde, Cottonwood, and Clarkdale. Fares for this system are nearly identical to CAT and Verde Lynx, starting at $1.25 for a one-way trip.

Cottonwood Area Transit/Verde Lynx



Source: Cottonwood Area Transit

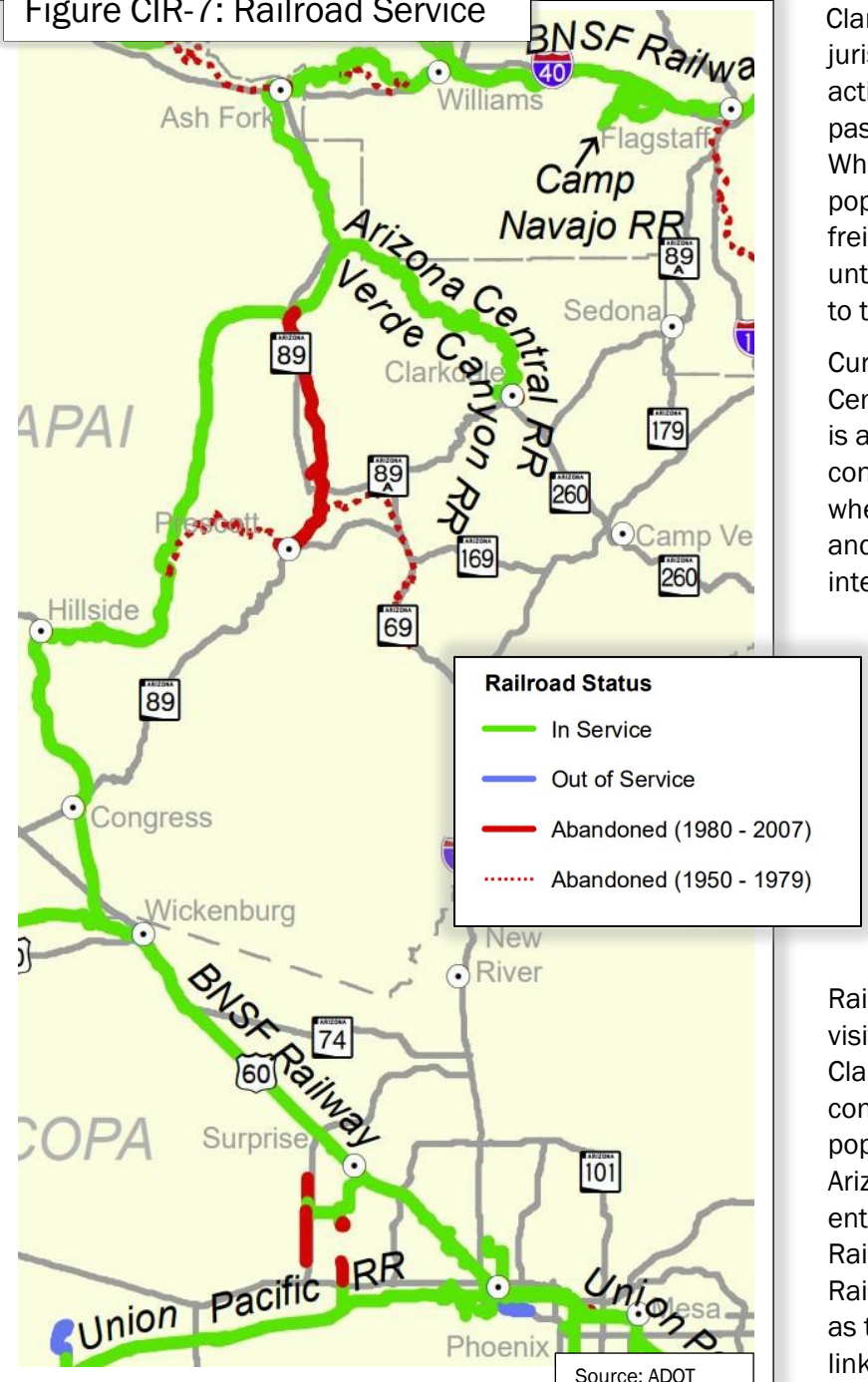
Yavapai-Apache Nation Transit Bus



Source: Cottonwood Area Transit

Rail

Figure CIR-7: Railroad Service



Clarkdale is one of the few rural jurisdictions in Arizona with an active rail system that serves both passenger and freight needs. While the passenger service is a popular tourist attraction, the freight service represents an untapped economic driver unique to the Verde Valley.

Currently owned by the Arizona Central Railroad, the freight arm is a short-line railroad that connects Clarkdale to Drake, where the Burlington Northern and Santa Fe (BNSF) railway intersects to transport coal to the Phoenix Cement plant in Clarkdale, and cement products outbound through Drake to other parts of the United States. This approximately 38-mile rail line carries 1,650 inbound and outbound freight trips per year .

The Verde Canyon Railroad transports over 100,000 visitors per year between Clarkdale and Perkinsville, constituting one of the most popular tourist attractions in Arizona. Owned by the same entity as the Arizona Central Railroad, the Verde Canyon Railroad runs on the same course as the original 1914 branch line linking the smelter in Clarkdale to the mines in Jerome and ultimately to the Santa Fe (now BNSF) Railway in Drake. Passenger service terminates at Perkinsville, while freight service continues on to Drake.

Airports and Air Travel

There are four (4) General Aviation airports that serve Clarkdale and the Verde Valley: Cottonwood Municipal Airport, Sedona Oak Creek Airport, Rimrock Airport, and Montezuma Airport. Cottonwood and Sedona are publicly owned, non-towered, and provide easy air access for pilots, passengers and freight alike.

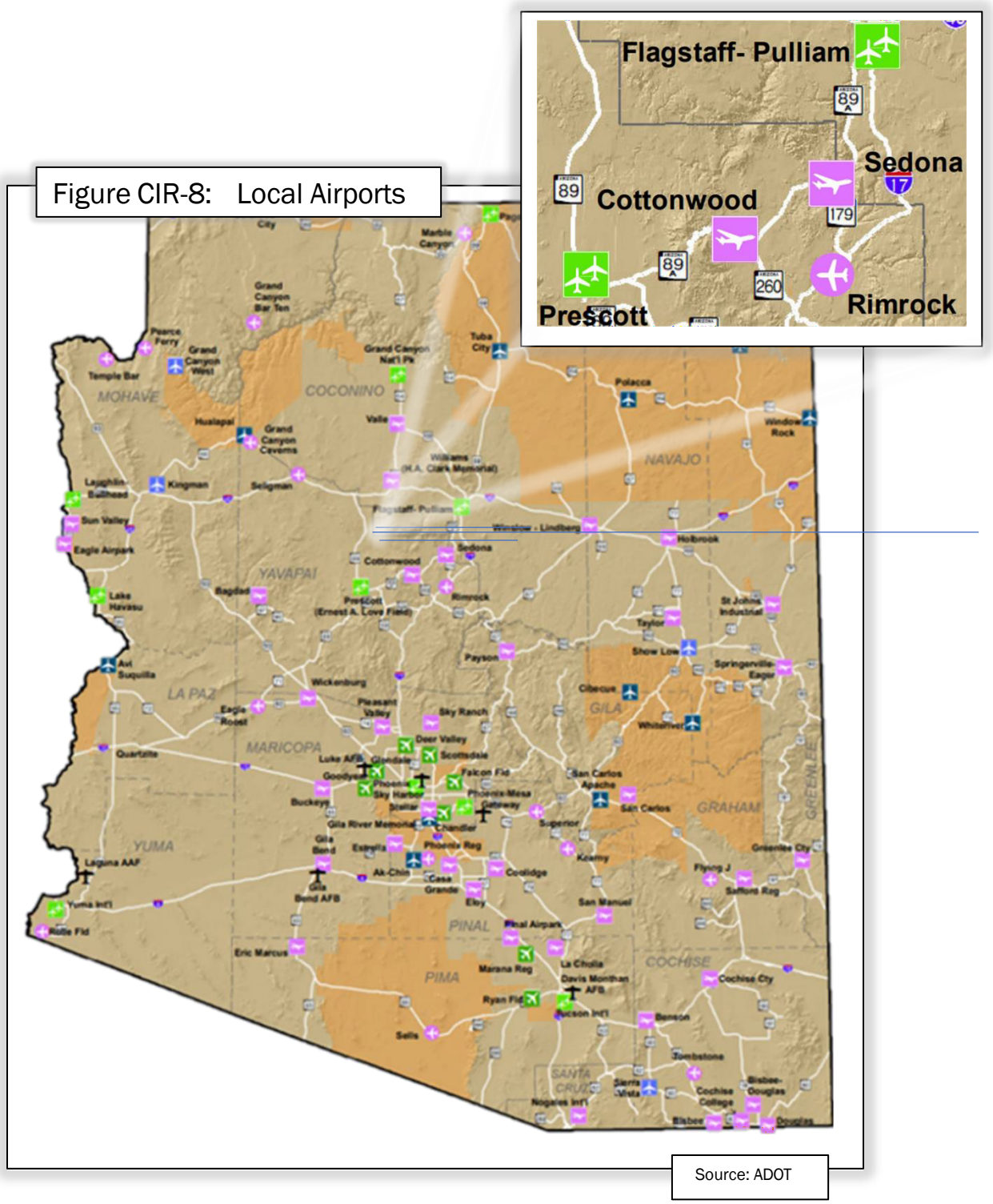


Figure CIR-8: Local Airports

Source: ADOT

Rimrock and Montezuma are private airports that require permission prior to landing. While not located in the Verde Valley, Ernest A. Love Field in Prescott is the closes general aviation airport that offers regularly scheduled passenger service.

The Cottonwood Municipal Airport is located south of SR 89A and east of Mingus Avenue and has a total site area of 210 acres. Originally constructed in the 1940's as a training facility for Navy pilots, it was acquired by Yavapai County after training operations ceased. The county operated it until 1968, when ownership was transferred to the Town of Cottonwood. The facility was built with a 3,600 foot dirt runway, which was hard surfaced in 1962. A paved taxiway was added in 1976, along with runway lighting. In 1980, the runway was lengthened by 600 feet to 4,252 feet; it maintains that distance today and is 75 feet wide. Other improvements include hangars, parking/tiedown aprons, and buildings that serve the needs of the general aviation public. According to 2021 FAA operational statistics, there are 73 aircraft at the facility, and approximately 40,000 operations (take-offs and landings) annually which is about one quarter of the airport's capacity. More than half of the airport traffic is transient likely due to typically having the lowest fuel prices in the region (FAA Operational Statistics, 2019). There is currently one civilian pilot training operation and one air-tour operation on the field.

Figure CIR-9: Cottonwood Municipal Airport



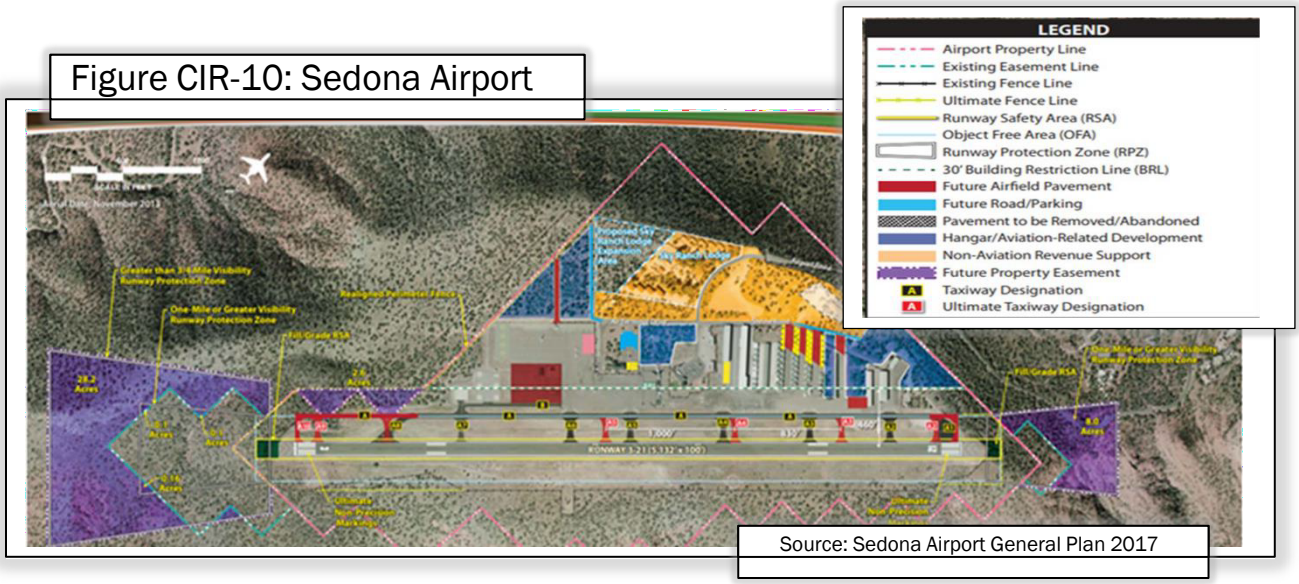
Source: 2006 Cottonwood Municipal Airport General Plan

Sedona-Oak Creek Airport

The Sedona Oak Creek Airport is located approximately 14 miles northeast of Cottonwood Municipal Airport at the termination of Airport Road, which extends southward from SR 89A, west of SR 179. With a total site area of 220 acres, the airport is served by a single asphalt runway measuring 5,132 feet in length by 100 feet in width, as well as two (2) taxiways and a helipad. Other improvements include a terminal that houses administrative offices, conference rooms, and space leased to supporting services such as car rentals and private air transportation services. There is also a restaurant and hotel just off of the Airport Operational Area. Estimated operations for 2019 included 35,000 takeoffs/landings, and 59 based aircraft.

The airport is sited on land acquired by Yavapai County from the US Forest Service in 1956; development began in earnest in 1957, with the construction of a runway. Other facilities such as terminals, taxiways, and hangars were constructed in short order. The facility is managed by the Sedona-Oak Creek Airport Authority through an operating agreement with the county. It is classified as a Community General Aviation airport, meaning that its reach impacts not just local and regional economies, but statewide and nationally as well.

Figure CIR-10: Sedona Airport



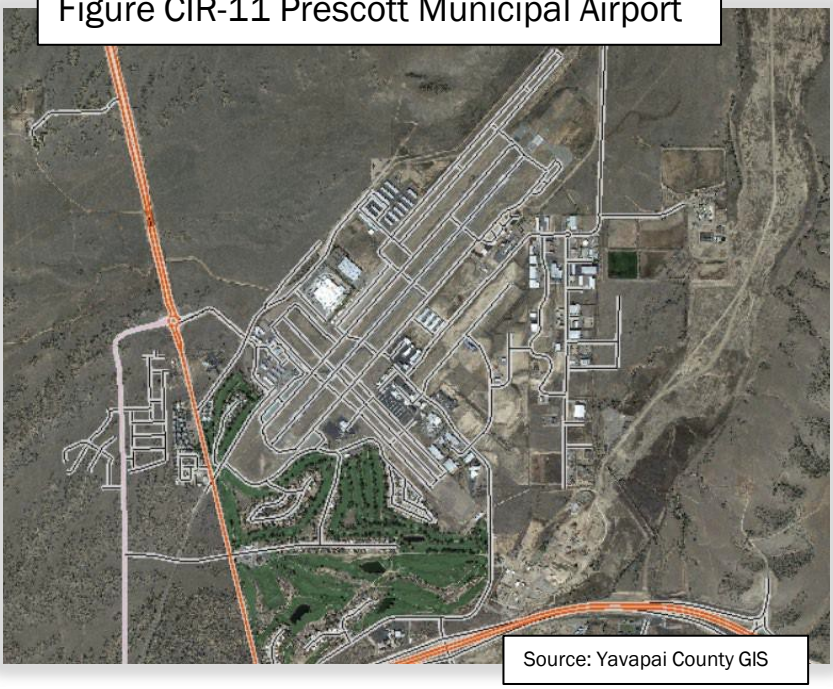
Source: Sedona Airport General Plan 2017

Prescott Airport/Ernest A. Love Field

While not located in the Verde Valley, Ernest A. Love Field, commonly known as Prescott Airport, is the closest airport providing scheduled commercial service to the Verde Valley. Three asphalt runways are available, with Runway 3R-21L at 7,619 feet long by 150 feet wide; Runway 3L-21R is 4,846 feet long and 60 feet wide and parallels the main runway. The third runway, Runway 12- 30, measures 4,408 feet long by 75 feet wide. As of 2020, the facility saw 235,807 operations and 263 based aircraft; based aircraft were predominantly single engine fixed-wing aircraft, along with three (3) jets and 29 helicopters.

The Prescott airport began operations on July 4, 1926 with the opening of an airstrip built by volunteers and pilots at the site of the current Prescott Municipal Airport. In 1928 the first City owned hangar was built, and the airport was renamed in honor of Ernest A. Love. Love, a Prescott native, was an Army pilot in WWI who was shot down near Verdun, France in 1916, died of his wounds shortly thereafter.

Figure CIR-11 Prescott Municipal Airport



Source: Yavapai County GIS

As with the Cottonwood Airport, Prescott provided Navy cadet pilot training during WWII; several civilian pilot training programs operate from there today. Commercial passenger service began in 1946, when Arizona Airways began offering flights between Prescott and Phoenix. In addition to passenger and private flight operations, smaller cargo transport services operate out of Prescott as well.

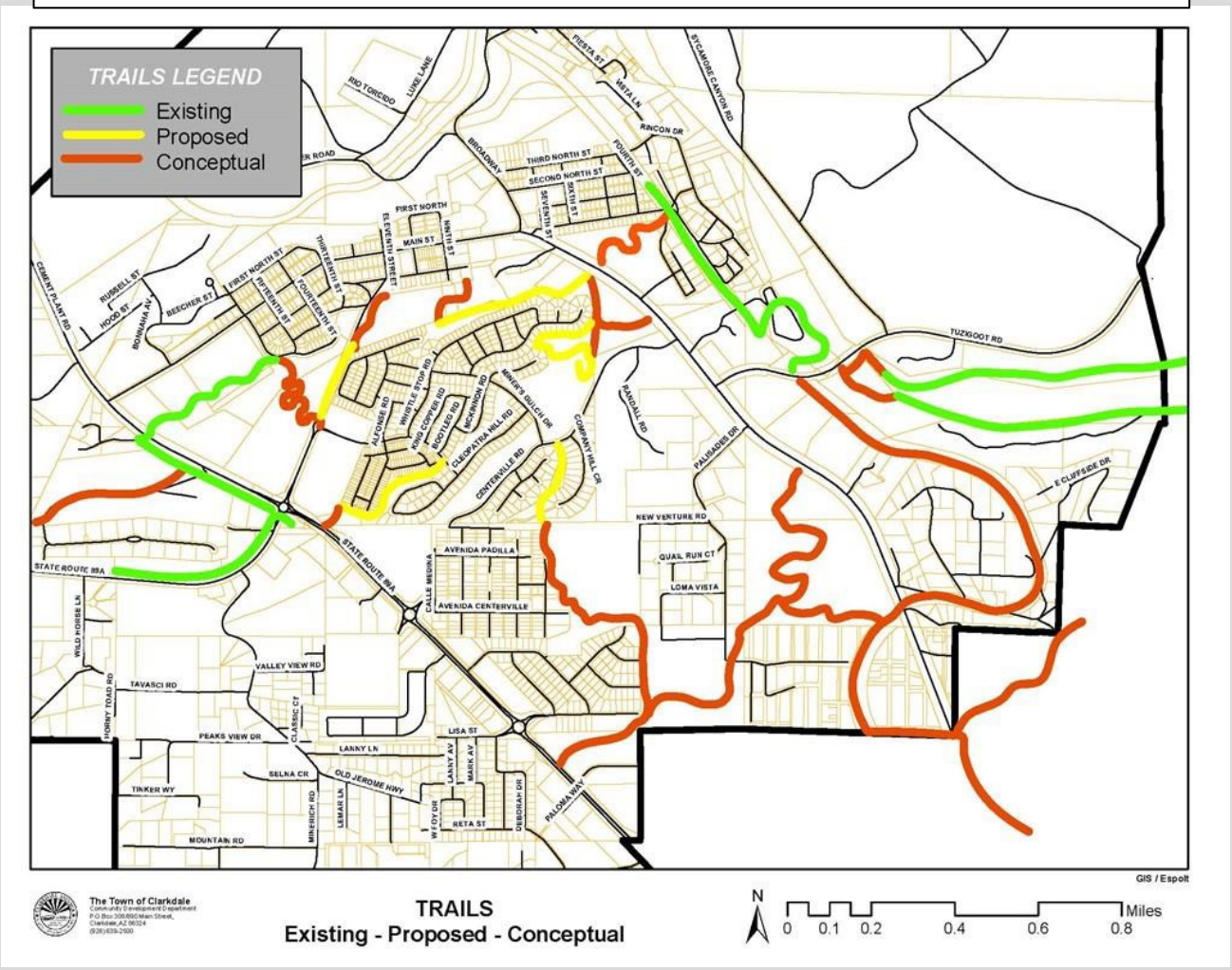
Trails

While hiking and biking are typically considered leisure activities, they are increasing in popularity as non-vehicular modes of transportation. They represent the original “green” means of circulation throughout Clarkdale and the Verde Valley. Encouraging their use helps keep the local ecology clean and the residents healthy.

Clarkdale is fortunate to have numerous trails that encourage users to get out to enjoy the natural environment. The area is resplendent with unusual flora and fauna, native species, and spectacular views of the red rocks. The Town’s hiking and biking trails are generally easy to access and useable by beginners and advanced outdoor enthusiasts alike.

The purpose of including trails in the circulation element is to focus on their contribution to moving pedestrian and bicycle traffic throughout Clarkdale, rather than their recreational attributes or potential as economic drivers. Those aspects will be discussed in the Parks, Recreation, and Open Space element, and the Economic Development element, respectively.

Figure CIR-12 Existing, Proposed, and Conceptual Trails



The Existing, Proposed. and Conceptual Trails map (Figure CIR-12) provides an overview of existing trails (green) as well as trails in the planning and development phase (yellow) and conceptual extensions and connections (red). Development of the connectors indicated will be dependent upon development agreements affiliated with subdivisions, agreements with private property owners, and construction of pathways in public rights-of-way throughout Town. Recent improvements to the Broadway corridor are a good example of bicycle and pedestrian right-of-way improvements.

Proposed extensions and connections shown on the Map (CIR-12) are well suited for development. Thanks to the old railroad beds throughout Town, many may be eligible for Rails-to-Trails funding for improvements. Restoration of trestles 2 and 3 along the former railway, built to a pedestrian/bicycle scale, would provide less challenging options for crossing steep and deep washes such as Deception Wash and provide an ideal opportunity to emphasize Clarkdale's connection to early railroad development in Arizona.

3.3 Guiding Principles, Goals, and Policies

Guiding Principle 1: Develop a comprehensive, complete circulation network that efficiently and effectively integrates systems for vehicular and non-vehicular traffic.

Goal CIR-1: Require new streets and roads to be constructed to adopted road standards

1. Ensure maintenance of private roads is acknowledged in development agreements and during construction for subdivisions, regardless of number of lots developed.
2. Ensure rights-of-ways or easements are adequately sized for ultimate road capacity as part of roadway dedications to the Town.
3. Ensure all private roads have easement description documents and an approach for road maintenance such as road maintenance agreements

Goal CIR-2: Require new streets and roads provide safe and efficient connectivity with the existing circulation system.

1. Avoid construction of dead-end connectors and arterials; new construction should be required to complete existing incomplete circulation networks.
2. Require design of new circulation systems that provide adequate local collectors and arterials to discourage use of local streets as vehicular traffic throughways.
3. Ensure connectivity with pedestrian and bicycle networks is safe and separated from vehicular traffic.

Goal CIR-3: Integrate multi-modal and non-traditional modes of transportation into the Town's circulation network.

1. Require new development to construct complete streets, including bicycle lanes and pedestrian walkways, to provide safe access to alternative modes of transportation.
2. Ensure safe separation between vehicular and non-vehicular modes of transportation.
3. Residential and Commercial developments should provide adequate access sites for transit systems to serve residents and customers. At minimum, pull-out lanes and sheltered areas for riders should be provided where residential populations or commercial square footage warrants.
4. Promote the development and use of recreational trails as transportation routes to connect housing with services, entertainment, and employment.
5. Require new development to provide pedestrian and bicycle access and facilities as appropriate, including connected pathways along washes.

Goal CIR-4: Ensure the circulation system supports underlying land use designations and zoning districts.

1. Streets and roads necessary for development should be congruent with both the land use designation and underlying zoning district and adopted road development standards.

2. Develop access standards for residential, commercial, and industrial land uses that provide clear direction for connection to the circulation network.

3. Require adherence to the hierarchy of streets and roads as dictated by the adopted road standards.
    a. Minimize connection of local streets directly to arterials.
    b. Minimize commercial and industrial use of local residential streets to connect to collectors and arterials.

4. Encourage use of frontage/backage connections for properties along State Route 89A to minimize turning movements that may inhibit the free flow of vehicular traffic on SR 89A.
    a. Frontage/backage roads should be developed to provide safe pedestrian and bicycle alternatives to SR 89A.
    b. Implement linkages between commercial and mixed-use pods to encourage pedestrian and bicycle usage as viable modes of transportation.

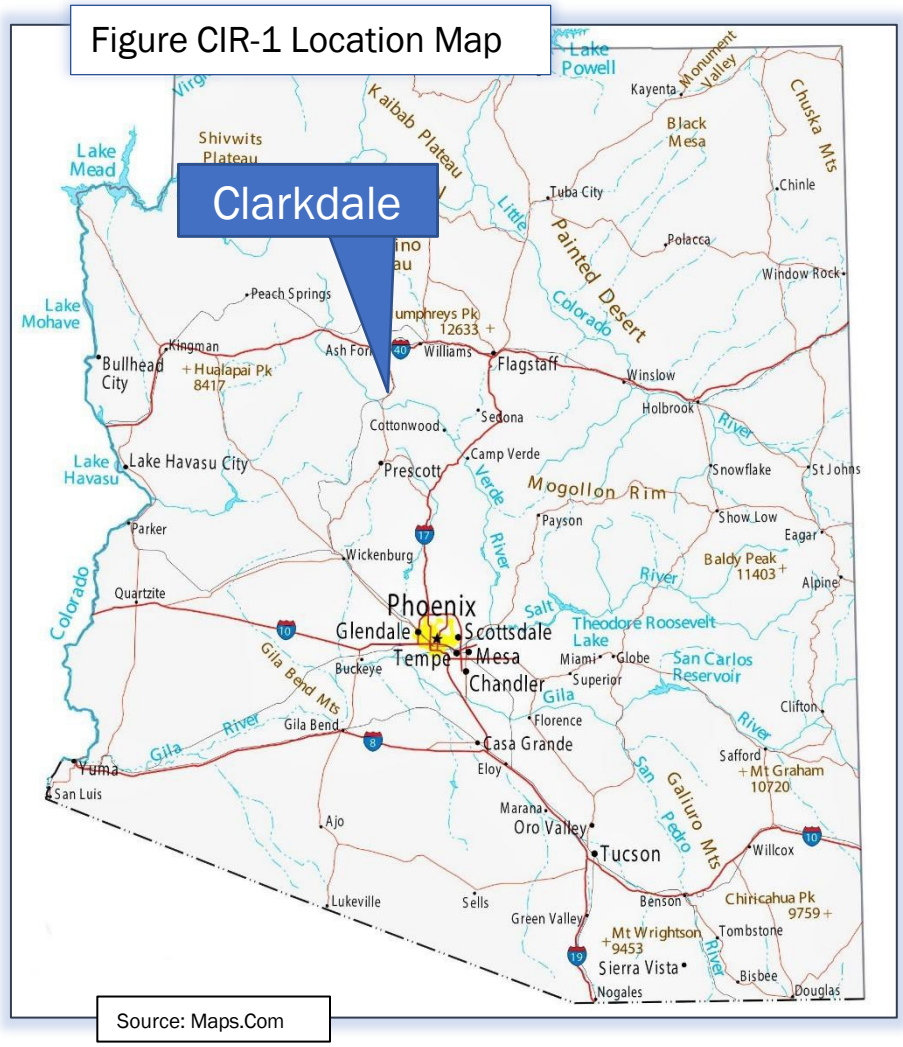
REDLINED

Chapter 3: Circulation Element

"...A circulation element consisting of the general location and extent of existing and proposed freeways, arterial and collector streets, bicycle routes and any other modes of transportation as may be appropriate, all correlated with the land use element of the plan." – *Arizona Revised Statutes, Title 9*

The purpose of the Circulation element is to set forth the location of existing and proposed freeways, streets, bike paths, and other modes of transportation serving Clarkdale. It is included in the General Plan because the ability to move vehicular traffic safely and efficiently through a community is critical to its success- in terms of both quality of life and supporting the local economy.

Figure CIR-1 Location Map



Source: Maps.Com

Circulation is more than just moving vehicular traffic from one place to another. Historic Clarkdale was designed to enable easy pedestrian access to shopping, schools, and other amenities typically found in a community; maintaining that walkability reduces traffic volumes on roadways and contributes to the Town's sense of place. Transit systems like Cottonwood Area Transit, Verde Lynx, Veterans Transportation System and other programs serve those who lack reliable transportation of their own. Bicycles are increasingly used for transportation as well as recreation; making safe bike lanes available enhances their use as an alternative mode of transportation. Further, tourism-related activities such as hiking and mountain biking contribute to the Town's economy. Weaving traditional means of transportation like automobiles and trucks with bike/ped

options through a Complete Street program will enhance the quality of life and economic stability of the community alike.

Clarkdale is located approximately 17 miles northwest of the intersection of State Route 260 (SR 260) and Interstate 17 (I 17). State Route 89A (SR 89A) is the major transportation corridor in town; it connects with I 17 via SR 260 in Cottonwood to the south. I 17 then connects with Interstate 40, a major east/west interstate transportation corridor that stretches from Barstow, CA to Wilmington, NC.

3.1 Current Conditions

Given its long history as the first planned community in Arizona, Clarkdale has a long-established circulation system whose growth has paralleled that of the Town. Historic Clarkdale's road system is based on the grid system of streets, meaning that streets are laid out in straight runs that intersect with each other at 90-degree angles. The streets are wide enough to easily accommodate on-street parking. Blocks are bisected by alleyways that provide access to alley-facing garages as separate structures, rather than the street-facing structurally integrated garages typical of contemporary homes.

The street nomenclature in historic Clarkdale is such that it is easy to determine where an address is located based on its name alone. Main Street serves as the spine, with paralleling streets identified both numerically and ordinally as they are distanced from Main Street. First North, therefore, is the first street north of Main Street, while Second South is the second street south of Main Street. Perpendicular streets are numerical only, beginning with Fourth Street on the eastern end of Lower Clarkdale and continuing westerly to Sixteenth Street at the western end of Main Street. Interestingly, the streets use verbiage rather than numbers as names.

Other neighborhoods in Clarkdale such as Black Hills Estates and Foothills have been designed in a modified grid system. Unlike historic grid systems, modified grid systems became more popular in the 1970's, introducing curvilinear roads that provided a visually interesting alternative to the straight streets in a grid system and served as traffic calming devices, forcing vehicles to slow down to safely negotiate curves.

Street and Road Classification

Streets and roads are classified in two ways: by Functional Classification and Level of Service. Functional Classification separates roadways into three separate types: Local, Collector, and Arterial.

Levels of Service (LOS) classification assigns letter grades to roads and intersections based on their ability to carry traffic and move vehicles efficiently, with "A" being ideal conditions and "F" representing a street or intersection that has failed.

Functional Classifications

Functional classification of roads is based on how they fit within an area's transportation network and the purposes that they serve in moving vehicular traffic from one area to another. There are three (3) primary classifications typically found in municipalities which are discussed in detail below. In addition, there are three classifications of roadways that have greater carrying capacity than arterials: Principal Interstates (I 17); Principal Other (89 A from Cottonwood to Sedona) and Principal

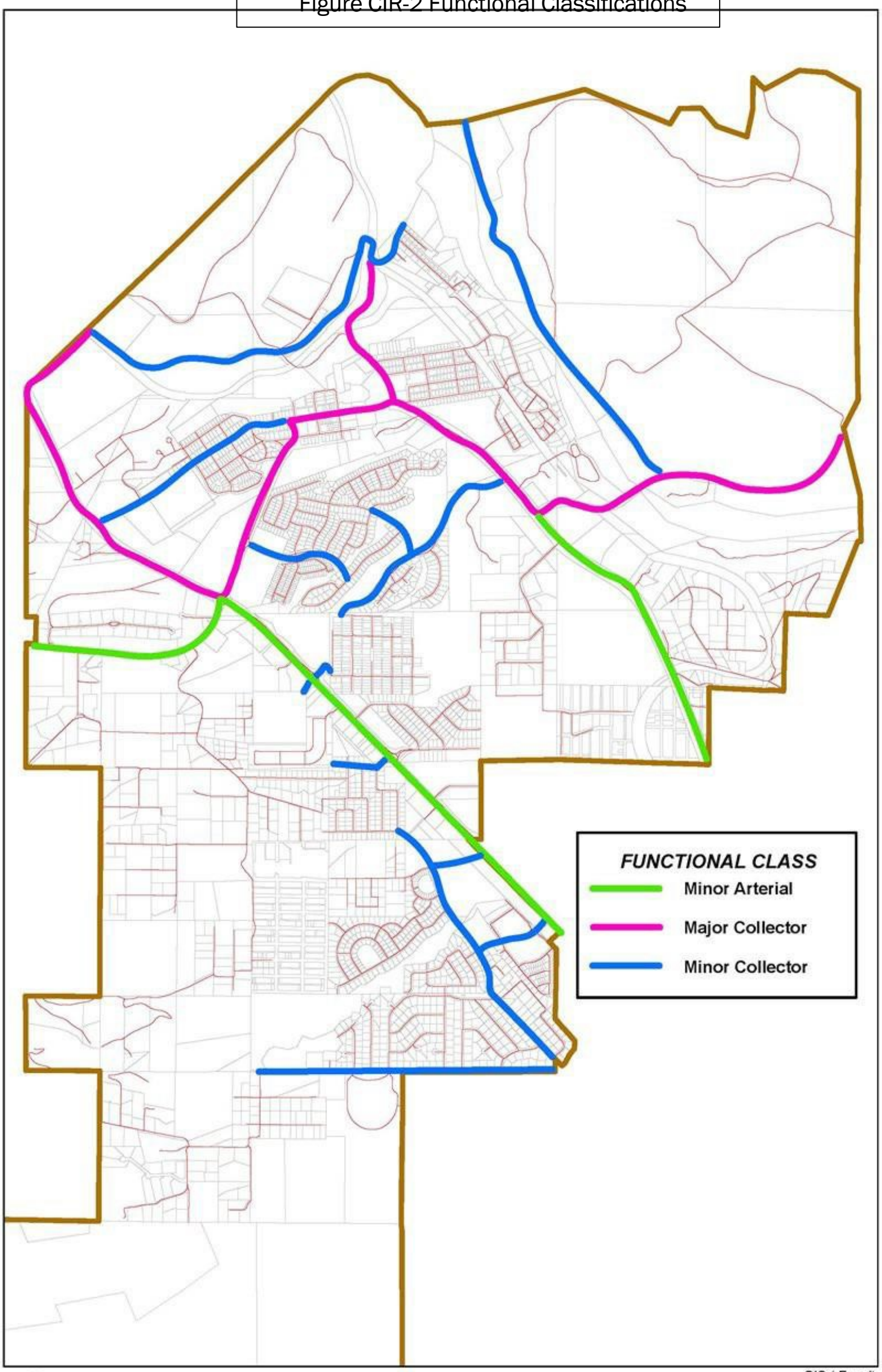
Freeways (Fain Road/SR 89A in Prescott Valley). Because of Clarkdale's location, it is not directly served by these classifications of roadways.

Local roads are those streets and roads that are intended for use by local residents to serve neighborhoods. Almost all the roads in Clarkdale are considered local roads. Generally, they carry traffic to and from residences to other destinations such as employment centers, commercial areas, and educational facilities. Local roads can be hard surfaced or gravel, and typically are two-lane roads. Local roads may also have curbs, gutters, sidewalks, and dedicated bike lanes when hard-surfaced.

Collectors are those streets and roads that do just that – collect traffic from local roads and funnel it to larger local and regional arterials, and disperse traffic from arterials to local roads. These streets are generally hard surfaced and developed with curbs, gutters, and sidewalks, and carry traffic at a low to moderate rate of speed. Collectors are further classified as major and minor, depending upon the traffic volumes carried. Clarkdale Parkway, Old Jerome Highway, and Black Hills Drive are all examples of major and minor collectors.

Arterial roads carry larger volumes of traffic at higher levels of service and rates of speed for longer, uninterrupted distances. They serve regions rather than specific neighborhoods or commercial developments, and carry traffic in and out of municipalities throughout a given area. State Route 89A and Broadway (Old SR 89A) are both considered to be minor arterials.

Figure CIR-2 Functional Classifications



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Road Cross Sections

Roadway cross-sections and dimensional design standards are established and maintained in the Town's Engineering Standards.

The following diagrams set forth the minimum required widths for development of local and regional roads constructed in the Town of Clarkdale based on functional classification. Called cross sections, they provide detailed specifications regarding materials used for vehicle lanes, widths and slopes for ditches (gutters), whether or not sidewalks are required, and placement of public utility easements for each type of local road.

Figure CIR-3: Road Classification

Road Type	Surface	Curb/Gutter/Sidewalk	Maximum ADT*	Design Speed	Service Area
Private Streets	4" compacted aggregate base (AB) course	No	N/A	25 mph	<10 homes
Rural Lanes	4" compacted AB course	No	250	25 mph	<25 homes
Rural Local	Asphalt over AB course	No	500	25 mph	~50 homes
Rural Collector	Asphalt over AB course	No	3,000	40 mph	~300 homes
Residential Local	Asphalt over AB course	Rolled curb; gutters; minimum 4'-wide sidewalk	500	25 mph	High density subdivisions
Residential Collectors	Asphalt over AB course	Vertical curb; gutters; minimum 4'-wide sidewalk	3,000	40 mph	High density subdivisions to regional collector and arterial roads

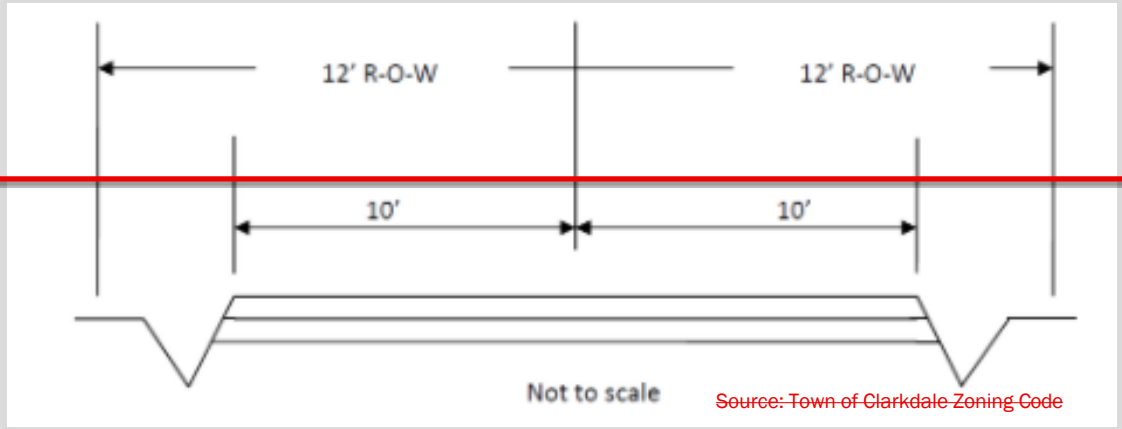
* ADT = Average Daily Trips

Source: Town of Clarkdale Zoning Code

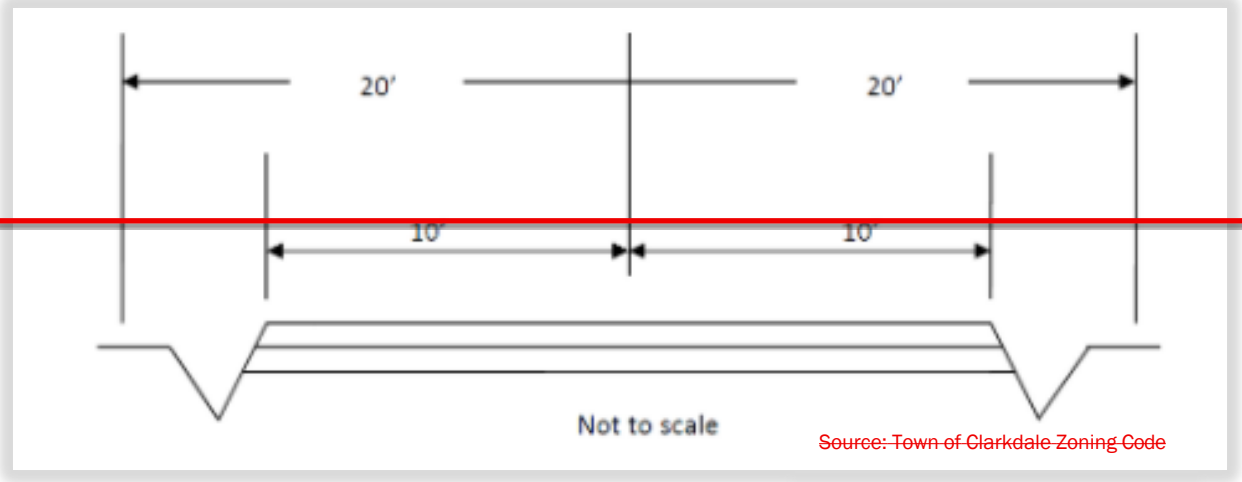


Minerich Road – Rural Lane

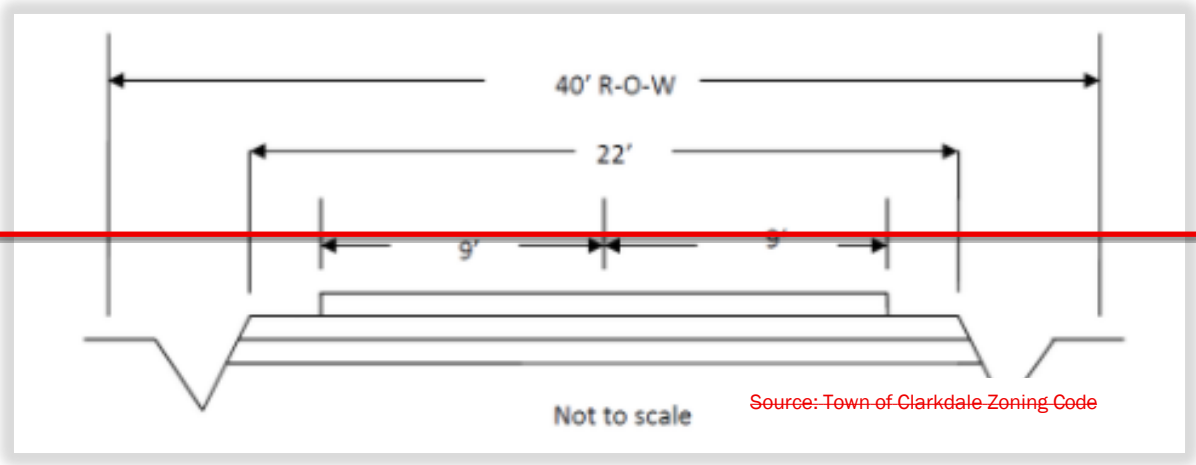
A. Private Streets provide access to a small number of residences and are designed for areas that generate minimal numbers of trips per day. The predominant surface material is compacted Aggregate Base Course (ABC) over a subgrade base of the same material. These streets typically serve sparsely populated rural areas and are commonly known as “gravel roads”.



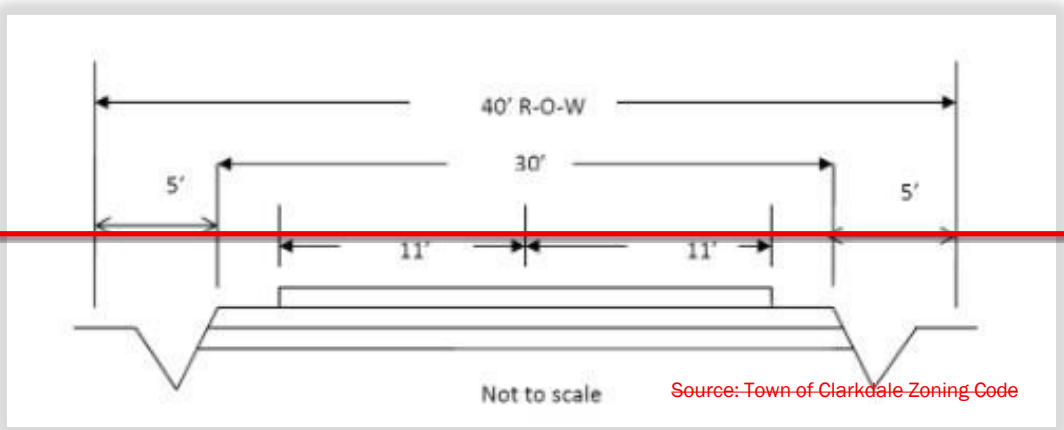
B. Rural Lanes serve homes that either directly access the road via a private driveway, or indirectly access them via private streets as described above. As with Private Streets, Rural Lanes have gravel surfaces and serve sparsely populated rural areas with minimum lot sizes of 20,000 square feet (~1/2 acre) or greater.



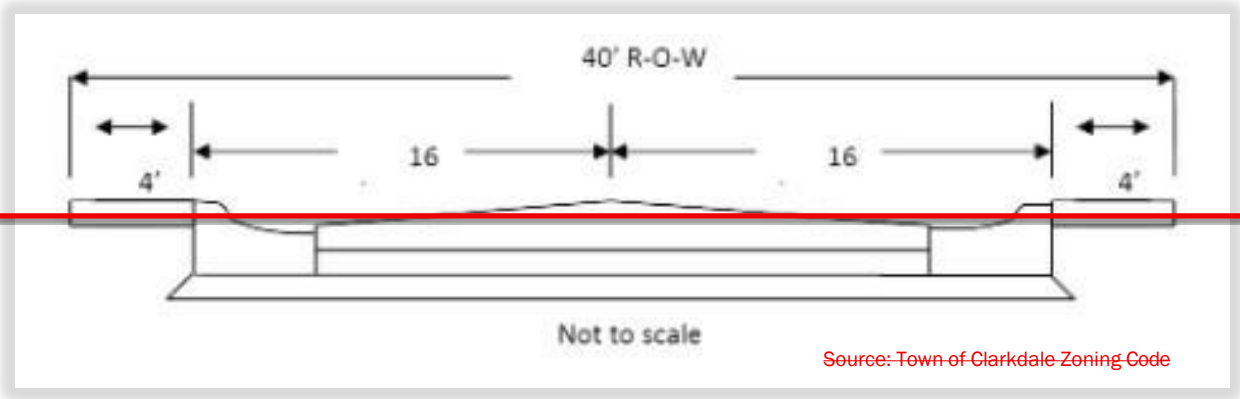
C. Rural Local roads are the lowest capacity hard-surfaced roads and are intended for automobile and light-duty truck traffic. As with private streets and rural lanes, rural local roads can be accessed directly or indirectly and serve low density areas with lots of at least 20,000 square feet (`1/2 acre).



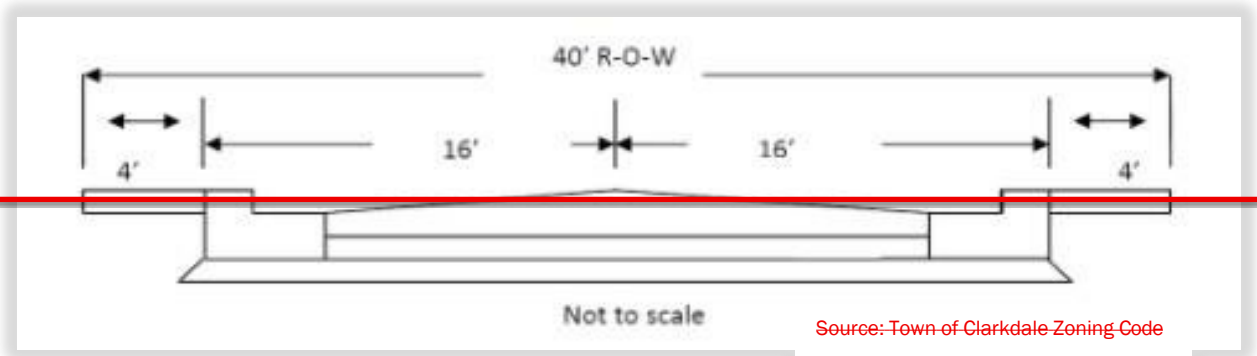
D. Rural Collector roads funnel traffic from smaller, less frequently traveled rural roads to higher capacity roads that provide connectivity to the local and regional circulation network. They are intended to move greater capacities at higher speeds than other classes of rural and private roads. These roads can be accessed directly or indirectly and are limited to those areas with lot sizes of at least 20,000 square feet (~1/2 acre).



E. Residential Local streets and roads serve areas of higher density than rural roads and are frequently found in platted subdivisions and other areas where lot sizes are less than 20,000 square feet (~1/2 acre). Like rural local roads, these streets are designed to serve fewer trips per day at lower speeds; they also feed traffic to residential collectors that provide linkage to regional collectors andarterials.



F. Residential Collectors are designed to carry traffic concentrated from higher density residential local streets to regional collectors and arterials. Where residential local streets are designed for residents to access homes in higher density areas, residential collectors are designed to carry vehicles from several local streets to both local and regional arterials.



Source: Town of Clarkdale Zoning Code

Levels of Service (LOS)

The ease with which a given street, road, or intersection can move traffic is called its "Level of Service", or LOS. Similar to letter grades earned in educational settings with "A" representing the highest level of functionality and "F" indicating a road or intersection that barely functions at all in terms of carrying traffic efficiently, the designations easily describe the operating conditions present for street segments and intersections. The LOS descriptions are standardized across state and federal Departments of Transportation, Municipal Planning Organizations, (MPO's), and other jurisdictions. Streets and roads in Clarkdale function at a LOS of "B" or better, meaning that traffic delays are minimal; traffic flows are steady and consistent, and maneuvering is not restricted by other vehicles on the road.

Figure CIR-4: Levels of Service		
Level of Service	Streets	Intersections
A	Low volumes of traffic; speeds and maneuvering not restricted by other vehicles.	No vehicles waiting through more than the initial signal cycle.
B	Traffic volumes begin to increase but no significant impact on flow of traffic that restricts operating speeds.	A few vehicles may wait through more than one signal cycle during peak traffic periods.
C	Traffic volumes begin to impact speeds and maneuverability. Flow of traffic is steady but at a higher concentration.	Less than 1/3 of all signal cycles will have more than one vehicle waiting through more than one signal cycle during peak traffic periods.
D	Traffic volumes affect operating speeds; maneuverability more restricted.	More than 1/3 of all signal cycles will have more than one vehicle waiting through more than one signal cycle during peak traffic periods.
E	Traffic volumes are unstable and inconsistent. Speeds at which traffic moves will be slower than posted; maneuverability is severely constrained. Momentary stoppages may occur during peak traffic periods.	Multiple vehicles will generally wait through two or more signal cycles before clearing intersections.
F	Operating speeds are low; lane maneuvering is nonexistent. Flows are inconsistent with frequent stoppages of long duration.	Long queues for turns and through traffic at signalized intersections; peak traffic hours require waits through three or more signal cycles.
		Source: AASHTO Green Book

3.2 Local and Regional Transportation Planning

Like land-use planning, transportation planning requires coordination with regional partners to design an efficient and effective circulation system. Transportation planning is first coordinated at the federal level, through the US Department of Transportation (USDOT). USDOT has jurisdiction over interstate transportation, including airlines and railroads, and funds projects by passing dollars through state agencies like the Arizona Department of Transportation (ADOT), which serves in part as a "pass-through" organization that distributes funding to municipal planning organizations (MPO's) and Councils of Governments (COG's), which then allocate funds to counties and municipalities for roadway and other transportation enhancements.

Arizona Department of Transportation (ADOT)

The Arizona Department of Transportation (ADOT) is the state-level department responsible for managing all modes of transportation in the State of Arizona not directly managed by the US DOT. With respect to circulation, ADOT passes federal funding through to municipal planning organizations (MPO's), Councils of Governments (COGs), counties, municipalities, and other jurisdictions for road maintenance, regional and statewide project planning, and management of transit programs.

ADOT facilitates the development of the Transportation Facilities Construction Program, or what is commonly known as "the 5-Year Plan". In conjunction with the Transportation Improvement Plan (TIP), the 5-year Plan identifies and prioritizes multimodal transportation projects on a statewide basis, which provides the basis for allocating federal, state, and local funds.

Northern Arizona Council of Governments (NACOG)

The Northern Arizona Council of Governments (NACOG) is a voluntary association of counties, municipalities, and other jurisdictions that provides regional planning, coordination, and technical assistance to its members on matters of common interest.

NACOG provides regional transportation planning and coordination through its Transportation Planning staff, who are responsible for facilitating the TIP. This multi-year capital improvement plan sets forth priorities for spending of certain federal funds for a variety of transportation-related projects throughout NACOGS's four counties and member jurisdictions. Projects funded through the TIP include road construction and improvement, transit programs, and multimodal projects. The 2020 overlay project on Main Street and Broadway were planned and funded through this program.

Verde Valley Transportation Planning Organization (VVTPO)

The Verde Valley Transportation Planning Organization (VVTPO) coordinates regional transportation corridors throughout the Verde Valley. In partnership with ADOT, VVMPO creates five-year plans for improvements to streets and roads based on LOS and demand, and available funding. A joint effort between Yavapai County, ADOT, and member jurisdictions, this organization facilitates both long- and short-range transportation projects that interconnect communities in the Verde Valley with each other, and interfaces with both NACOG and ADOT in the planning process.

The Verde Valley Master Transportation Plan (VVMTP)

The Verde Valley Master Transportation Plan provides a five-year framework for transportation enhancements in the Verde Valley based on jointly identified current and future transportation needs. The purpose of the plan is to prioritize critical needs and strategic improvements, provide timely and realistic solutions, and coordinate projects to maximize available funding for multimodal transportation projects throughout the Verde Valley. The most recent plan from 2016 identifies improvement projects for the following roadways within the Town of Clarkdale.

- State Route 89A from Milepost 346.6 to 349.9: widen shoulders from 1' to 5' to increase safety for all modes of transportation and improve emergency response
- Black Hills Drive, 0.9 miles west of State Route 89A: pavement improvement to extend the life of existing infrastructure
- West Loop Phase 1-Black Hills Drive to Fir Street: roadway capacity improvement, details provided below, Figure CIR-4 (N 36)
- Broadway Road, Main Street Clarkdale to Main Street Cottonwood: roadway capacity improvement to improve corridor safety, improve pedestrian and bicycle mobility, and encourage economic development, completed in 2020 with details provided below (Figure CIR-5)
- Cement Plant Road, Tuzigoot Road, and Sycamore Canyon Road: shoulder improvements to increase safety for all modes of transportation and improved emergency response

Figure CIR-3 Verde Valley Transportation Planning Organization Area

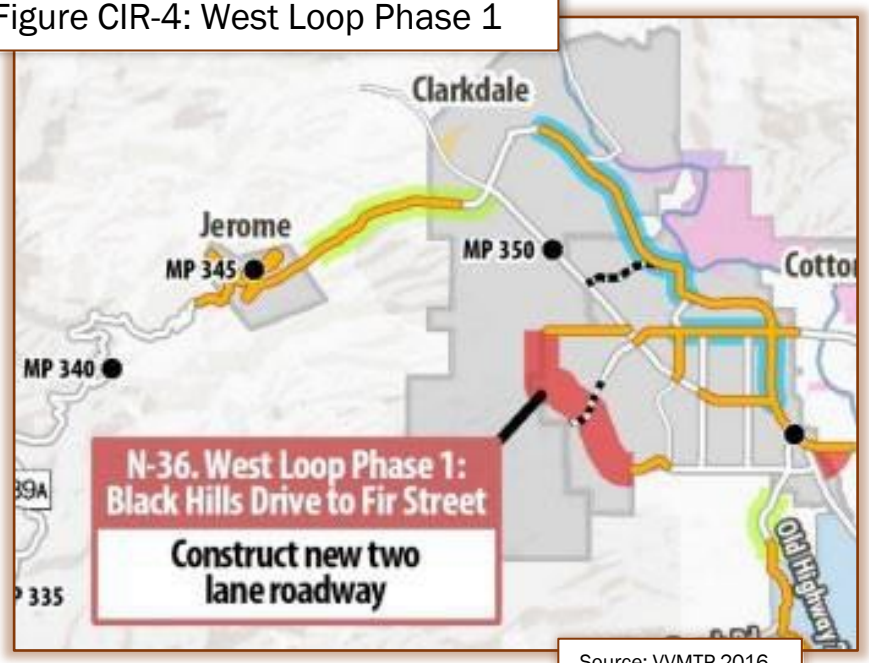


Source: Verde Valley Master Transportation Plan 2016

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West Loop Phase 1

Figure CIR-4: West Loop Phase 1



Source: VVMTP 2016

The VVMTP identifies the construction of a new two-lane minor collector street that will connect Black Hills Drive in Clarkdale to Fir Street in Cottonwood. This linkage will provide additional access to Yavapai College and provide alternatives for connecting the Black Hills Estates, Cottonwood Ranch, and Mesquite Hills subdivisions to the rapidly developing commercial area near the intersection of East State Route 89A and State Route 260 in Cottonwood. This project also calls for bike lanes and sidewalks on both sides of the proposed street, making it the first "Complete Street" project in the area.

Bike/Pedestrian Enhancements

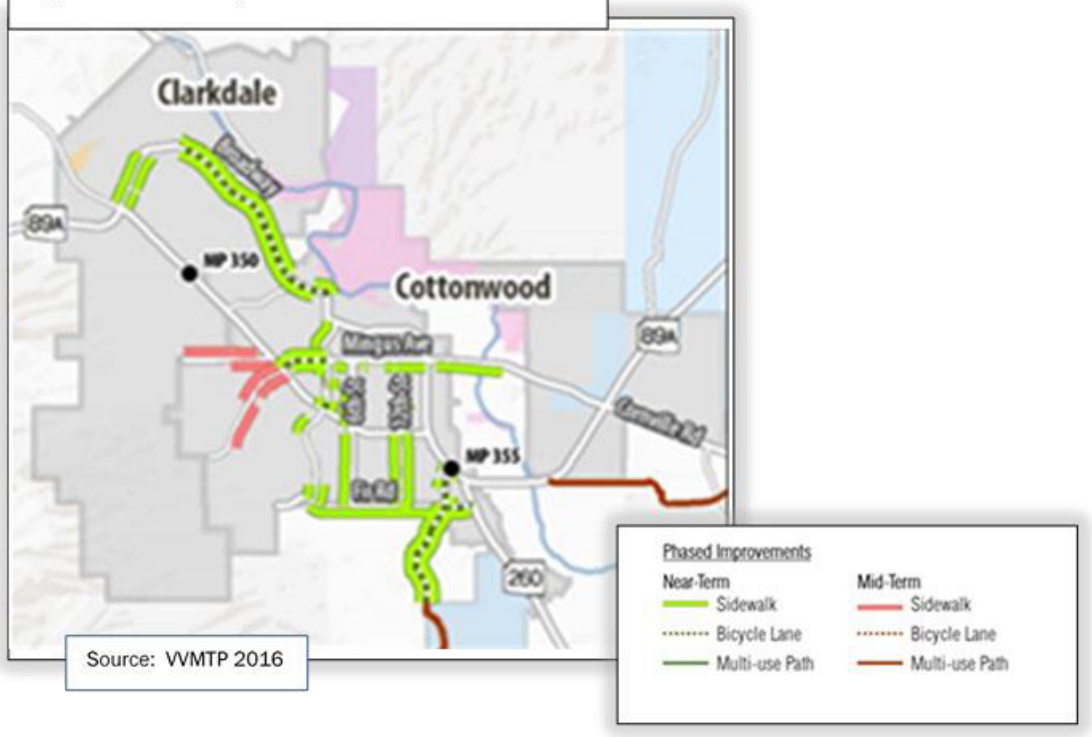
In an effort to encourage safe access to alternative means of transportation and enhance recreational activities, the VVMTP proposes two (2) projects in Clarkdale to facilitate walking and biking. Broadway Street, which connects Historic Clarkdale with Old Town Cottonwood, is the original route for State Route 89A.

Designated by ADOT as a Scenic and Historic Road, it provides sweeping views of the Verde River and red rock cliffs. Low speed limits and wide rights-of way provide ample room for bike/ped connectivity.

In 2020, the roadway was resurfaced and a dedicated bike lane was striped on both sides of the newly refurbished asphalt. In addition, a sidewalk with curb and gutter were installed on the north side of Broadway, enabling both residents and visitors the ability to walk and bike the corridor.

Completion of the sidewalks on both sides of Clarkdale Parkway between Mountain Gate Drive and State Route 89A will provide additional bike/pedestrian accessibility between Upper Clarkdale, Historic Downtown Clarkdale, and the Mountain Gate subdivision. The shoulders along Clarkdale Parkway between Mountain Gate Drive and Sunset Boulevard have been cleared of brush and widened to provide interim bike/ped paths until funding for long-term solutions can be acquired.

Figure CIR-5: Bike/Pedestrian Enhancements



Local Circulation Planning

Planning for future expansion of the circulation system in Clarkdale will be dependent upon growth in both the residential, commercial, and industrial sectors. Given the current demand for housing, expansion of this use and associated streets and roads will likely occur sooner rather than later. As employment and demand for goods and services follow, additional streets will be necessary to provide smooth traffic flows throughout the Town.

Typically, developers are required to build streets internal to their project as well as those that provide connectivity to the existing road network. The Public Works staff provide detailed specifications based on the Yavapai Association of Governments/Maricopa Association of Governments standards, which are in turn based on national and federal guidelines. The type and capacity are based on the number of trips typically generated by the uses developed. For instance, a single-family residence generates an average of ten (10) trips per day, while a discount retailer will generate approximately 70 trips per day. Once constructed, the Public Works department inspects the streets to ensure they are built to specifications; if so, and if there are sufficient funds in the Town budget, Town Council will formally accept the roads and its maintenance as it becomes Town property.

Several locations have been identified with respect to new road construction or improvements to existing roads. These areas are generally identified as serving residential areas that are likely to be developed in the next ten (10) years, or commercial areas that will serve expanding residential needs. Briefly described here, these locations will be discussed in detail in the Growth Area element.

Centerville Road Extension

The extension of Centerville Road from Broadway to SR-89A was conceptualized during the planning and development of the Mountain Gate subdivision. Deception Wash, which separates Mountain Gate from the Centerville Subdivision, created design challenges that necessitated the acquisition of three (3) privately owned lots in the northwest corner of Centerville. Despite multiple attempts, the Town was not able to reach an agreement with the property owners to acquire the needed land and began renegotiation of the development agreement with the developers of Mountain Gate in 2020. Completion of this roadway will be required as part of future development agreement(s) associated with the currently vacant land between Centerville and SR-89A.

Cement Plant Road Extension

Extension of Cement Plant Road to the Bitter Creek Industrial Park is key to activating this key economic driver. Currently, freight access to the industrial park is limited by the weight and lane restrictions of the historic Bitter Creek bridge. Further, snaking heavy truck traffic through the historic downtown, an area dependent upon pedestrian traffic, is counterproductive to the continued redevelopment of downtown. While extending Cement Plant Road along a route that parallels the existing railway that serves the plant will indeed be a long-range project, it is the least impactful alternative with respect to heavy truck traffic and the most impactful with respect to spurring investment and employment opportunities in the industrial park.

3.3 Alternative Modes of Transportation

Transit

Transit simply defined is the carrying of goods and people from one location to another; in the case of public transit systems, the purpose is to provide alternatives to utilizing single passenger vehicles throughout the Clarkdale/Cottonwood/Sedona corridor. In partnership with the City of Cottonwood, Clarkdale is able to offer a number of transit and paratransit services to its residents through Cottonwood Area Transit (CAT).

Figure CIR-6 Cottonwood Area Transit Service



Source: Cottonwood Area Transit

Cottonwood Area Transit (CAT) provides a low-fare service to residents of Clarkdale, Cottonwood, Bridgeport and Verde Village via four (4) fixed routes that run Monday through Thursday from 6:45 am to 6:32 pm. The routes provide access to necessary retail, medical, and other destinations for residents who are unable to drive. A new after-hours service has been added that provides connectivity to three of CAT's fixed routes after regular hours to provide additional assistance to those who work in Sedona and rely on CAT and Verde Lynx for transportation to and from work. Riders can transfer from the CAT routes to the Verde Lynx system at a centralized transfer center in Cottonwood.

The Verde Lynx system provides transportation to from Cottonwood to Sedona on a fixed-route system that runs seven (7) days per week. Hours of service are 6:00 am to 11:00 pm Wednesday through Sunday, and 6:30 am to 7:30 pm Mondays and Tuesdays. This system provides a low-cost commuting alternative to hospitality workers employed in Sedona. Fares for both systems start at $1.25 one-way, and offer discounts to senior citizens, veterans, and students.

CAT Paratransit serves those with disabilities that cannot use fixed-route buses. It is available five days a week and coincide with the hours that the fixed route service operates. Riders using this system call to schedule rides 24 hours in advance and are provided with door-to-destination service. Other options for paratransit in the area include Verde Valley Caregivers Coalition, a non-profit organization that provides rides other services to those that are in need. There are also two taxi

service providers, CK's Need A Lift and Tender Hearts, that can provide rides to any ADA qualified person, including those that need wheelchair assistance.

Yavapai Apache Nation also provides transit services to both tribal and non-tribal members across the Verde Valley. This fixed-route system provides connectivity between tribal lands and communities as well as Verde Lakes, Rimrock, Camp Verde, Tunlii, Middle Verde, Cottonwood, and Clarkdale. Fares for this system are nearly identical to CAT and Verde Lynx, starting at $1.25 for a one-way trip.

Cottonwood Area Transit/Verde Lynx



Source: Cottonwood Area Transit

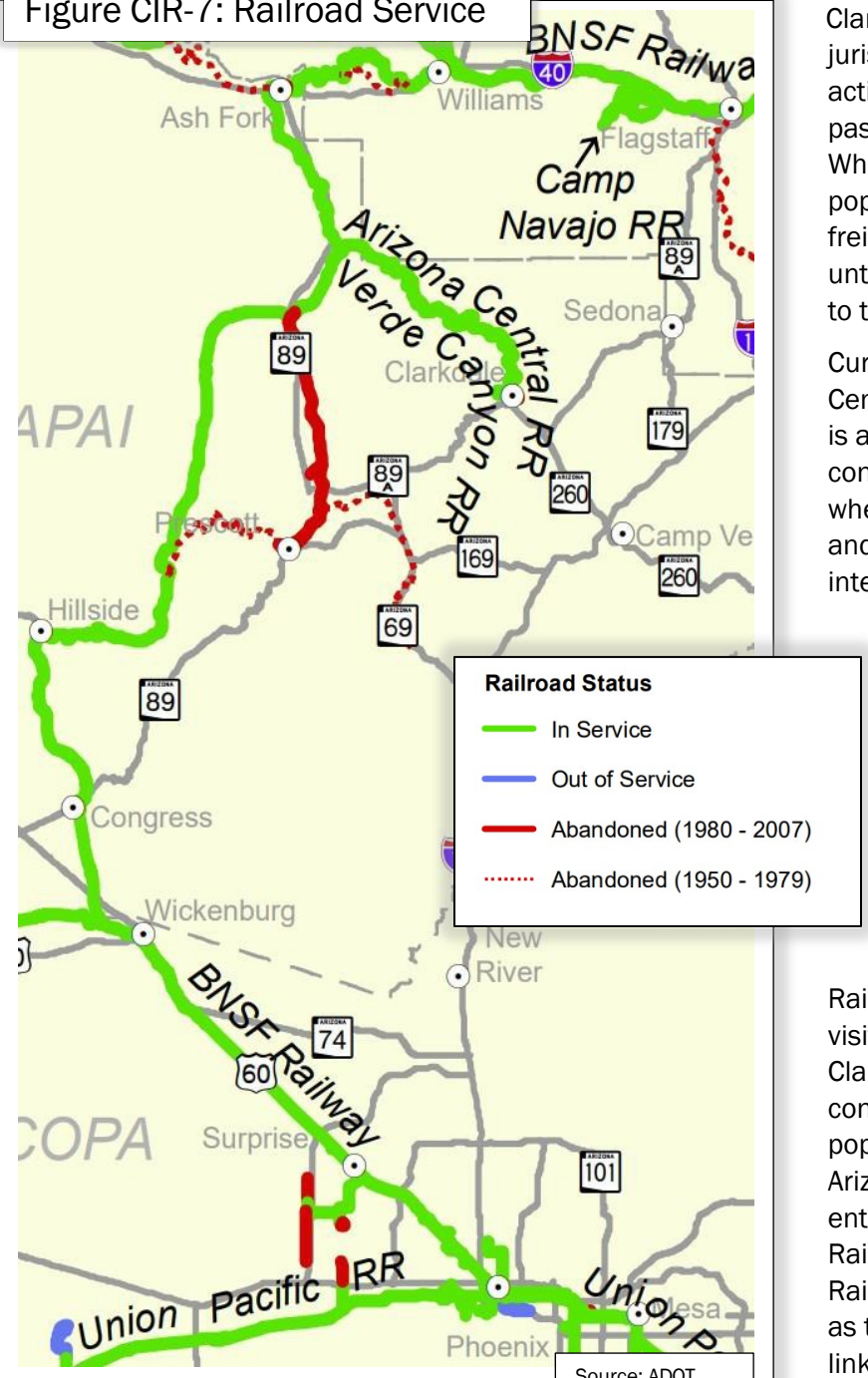
Yavapai-Apache Nation Transit Bus



Source: Cottonwood Area Transit

Rail

Figure CIR-7: Railroad Service



Clarkdale is one of the few rural jurisdictions in Arizona with an active rail system that serves both passenger and freight needs. While the passenger service is a popular tourist attraction, the freight service represents an untapped economic driver unique to the Verde Valley.

Currently owned by the Arizona Central Railroad, the freight arm is a short-line railroad that connects Clarkdale to Drake, where the Burlington Northern and Santa Fe (BNSF) railway intersects to transport coal to the Phoenix Cement plant in Clarkdale, and cement products outbound through Drake to other parts of the United States. This approximately 38-mile rail line carries 1,650 inbound and outbound freight trips per year .

The Verde Canyon Railroad transports over 100,000 visitors per year between Clarkdale and Perkinsville, constituting one of the most popular tourist attractions in Arizona. Owned by the same entity as the Arizona Central Railroad, the Verde Canyon Railroad runs on the same course as the original 1914 branch line linking the smelter in Clarkdale to the mines in Jerome and ultimately to the Santa Fe (now BNSF) Railway in Drake. Passenger service terminates at Perkinsville, while freight service continues on to Drake.

Airports and Air Travel

There are four (4) General Aviation airports that serve Clarkdale and the Verde Valley: Cottonwood Municipal Airport, Sedona Oak Creek Airport, Rimrock Airport, and Montezuma Airport. Cottonwood and Sedona are publicly owned, non-towered, and provide easy air access for pilots, passengers and freight alike.

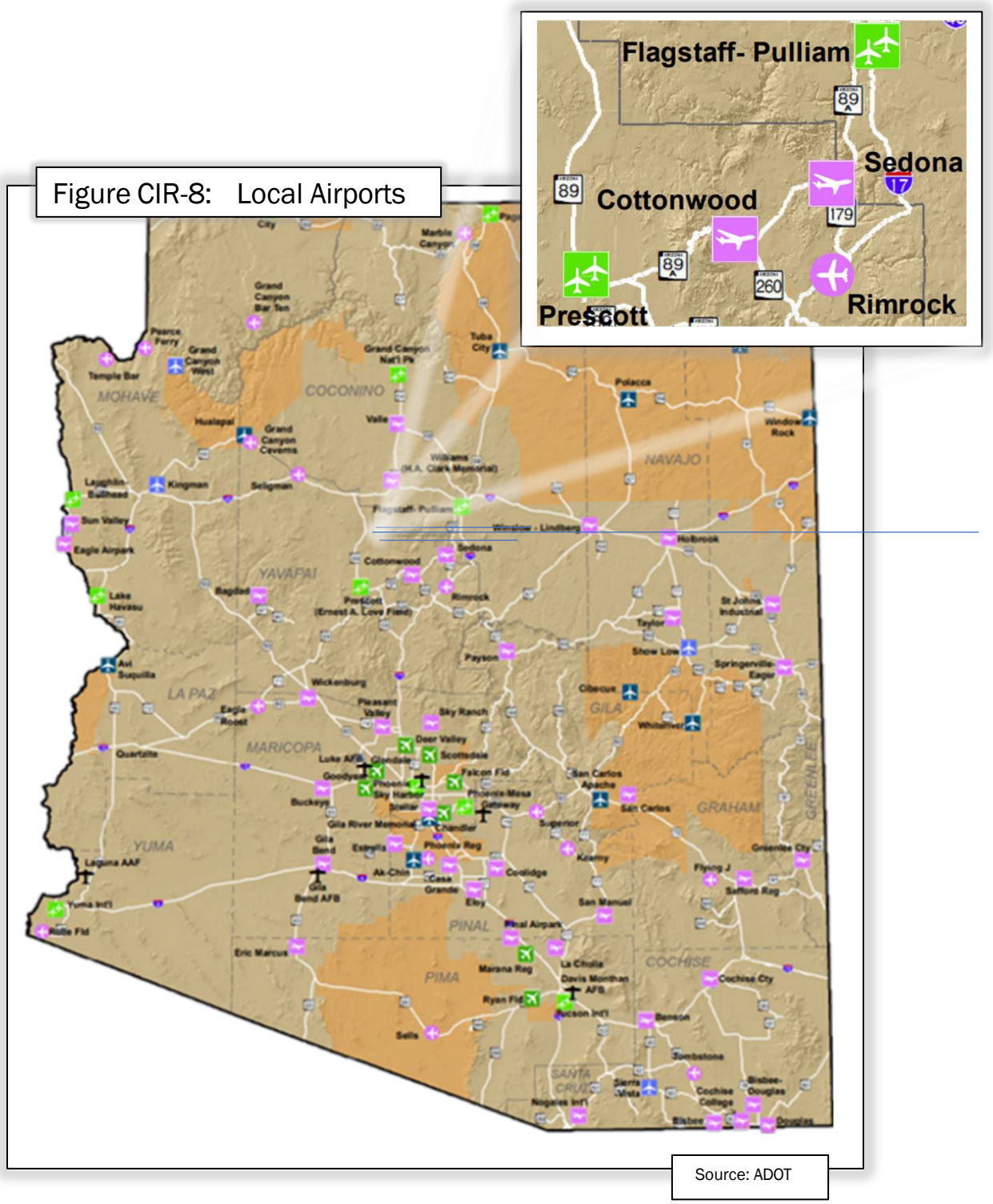


Figure CIR-8: Local Airports

Source: ADOT

Rimrock and Montezuma are private airports that require permission prior to landing. While not located in the Verde Valley, Ernest A. Love Field in Prescott is the closes general aviation airport that offers regularly scheduled passenger service.

The Cottonwood Municipal Airport is located south of SR 89A and east of Mingus Avenue and has a total site area of 210 acres. Originally constructed in the 1940's as a training facility for Navy pilots, it was acquired by Yavapai County after training operations ceased. The county operated it until 1968, when ownership was transferred to the Town of Cottonwood. The facility was built with a 3,600 foot dirt runway, which was hard surfaced in 1962. A paved taxiway was added in 1976, along with runway lighting. In 1980, the runway was lengthened by 600 feet to 4,252 feet; it maintains that distance today and is 75 feet wide. Other improvements include hangars, parking/tiedown aprons, and buildings that serve the needs of the general aviation public. According to 2021 FAA operational statistics, there are 73 aircraft at the facility, and approximately 40,000 operations (take-offs and landings) annually which is about one quarter of the airport's capacity. More than half of the airport traffic is transient likely due to typically having the lowest fuel prices in the region (FAA Operational Statistics, 2019). There is currently one civilian pilot training operation and one air-tour operation on the field.

Figure CIR-9: Cottonwood Municipal Airport



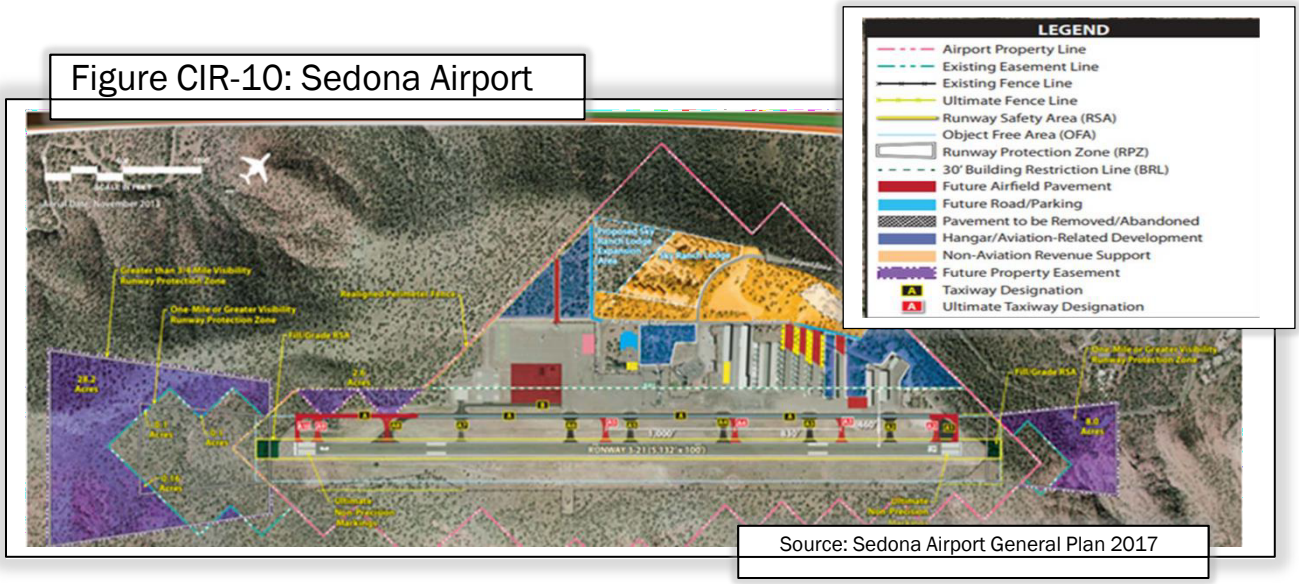
Source: 2006 Cottonwood Municipal Airport General Plan

Sedona-Oak Creek Airport

The Sedona Oak Creek Airport is located approximately 14 miles northeast of Cottonwood Municipal Airport at the termination of Airport Road, which extends southward from SR 89A, west of SR 179. With a total site area of 220 acres, the airport is served by a single asphalt runway measuring 5,132 feet in length by 100 feet in width, as well as two (2) taxiways and a helipad. Other improvements include a terminal that houses administrative offices, conference rooms, and space leased to supporting services such as car rentals and private air transportation services. There is also a restaurant and hotel just off of the Airport Operational Area. Estimated operations for 2019 included 35,000 takeoffs/landings, and 59 based aircraft.

The airport is sited on land acquired by Yavapai County from the US Forest Service in 1956; development began in earnest in 1957, with the construction of a runway. Other facilities such as terminals, taxiways, and hangars were constructed in short order. The facility is managed by the Sedona-Oak Creek Airport Authority through an operating agreement with the county. It is classified as a Community General Aviation airport, meaning that its reach impacts not just local and regional economies, but statewide and nationally as well.

Figure CIR-10: Sedona Airport



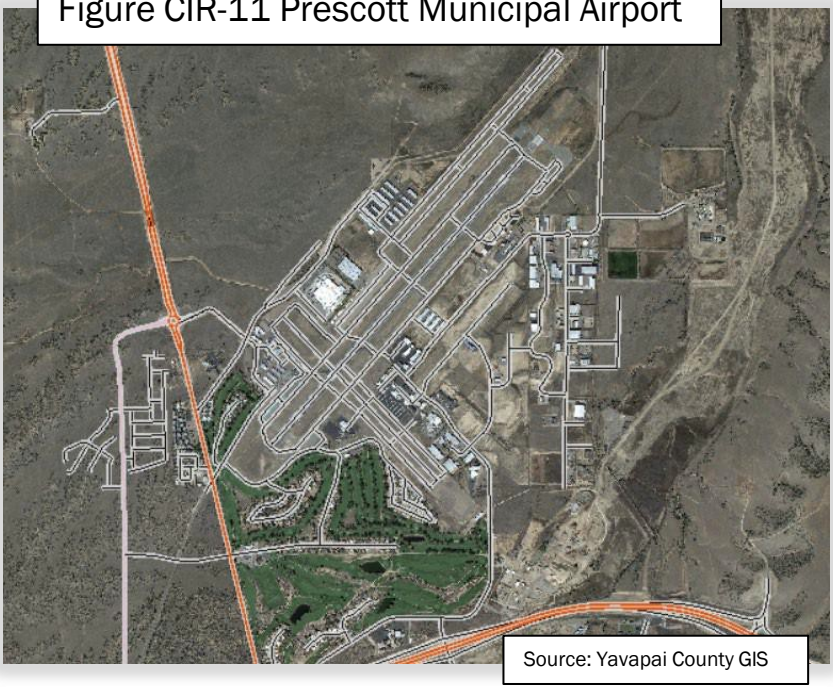
Source: Sedona Airport General Plan 2017

Prescott Airport/Ernest A. Love Field

While not located in the Verde Valley, Ernest A. Love Field, commonly known as Prescott Airport, is the closest airport providing scheduled commercial service to the Verde Valley. Three asphalt runways are available, with Runway 3R-21L at 7,619 feet long by 150 feet wide; Runway 3L-21R is 4,846 feet long and 60 feet wide and parallels the main runway. The third runway, Runway 12- 30, measures 4,408 feet long by 75 feet wide. As of 2020, the facility saw 235,807 operations and 263 based aircraft; based aircraft were predominantly single engine fixed-wing aircraft, along with three (3) jets and 29 helicopters.

The Prescott airport began operations on July 4, 1926 with the opening of an airstrip built by volunteers and pilots at the site of the current Prescott Municipal Airport. In 1928 the first City owned hangar was built, and the airport was renamed in honor of Ernest A. Love. Love, a Prescott native, was an Army pilot in WWI who was shot down near Verdun, France in 1916, died of his wounds shortly thereafter.

Figure CIR-11 Prescott Municipal Airport



Source: Yavapai County GIS

As with the Cottonwood Airport, Prescott provided Navy cadet pilot training during WWII; several civilian pilot training programs operate from there today. Commercial passenger service began in 1946, when Arizona Airways began offering flights between Prescott and Phoenix. In addition to passenger and private flight operations, smaller cargo transport services operate out of Prescott as well.

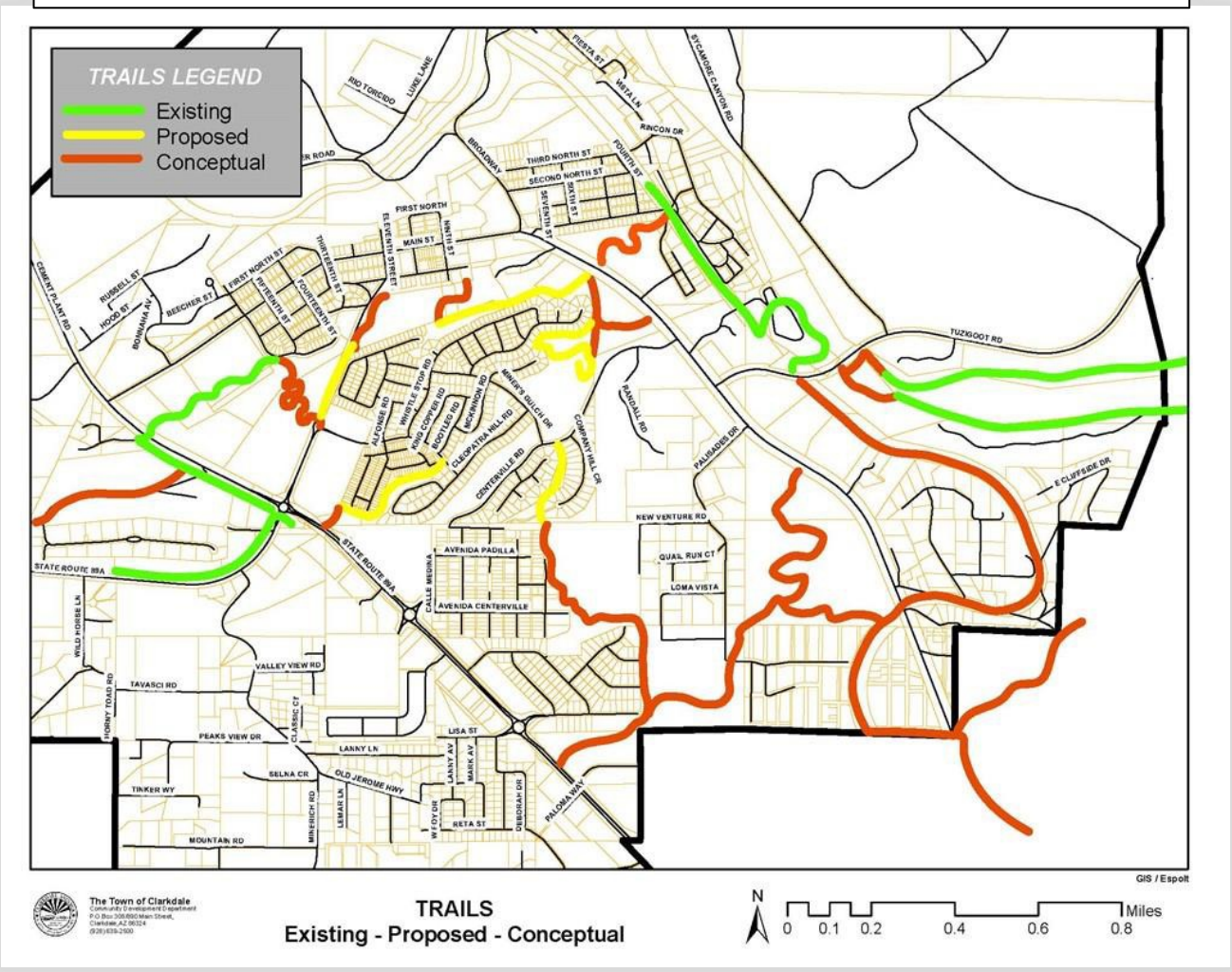
Trails

While hiking and biking are typically considered leisure activities, they are increasing in popularity as non-vehicular modes of transportation. They represent the original “green” means of circulation throughout Clarkdale and the Verde Valley. Encouraging their use helps keep the local ecology clean and the residents healthy.

Clarkdale is fortunate to have numerous trails that encourage users to get out to enjoy the natural environment. The area is resplendent with unusual flora and fauna, native species, and spectacular views of the red rocks. The Town’s hiking and biking trails are generally easy to access and useable by beginners and advanced outdoor enthusiasts alike.

The purpose of including trails in the circulation element is to focus on their contribution to moving pedestrian and bicycle traffic throughout Clarkdale, rather than their recreational attributes or potential as economic drivers. Those aspects will be discussed in the Parks, Recreation, and Open Space element, and the Economic Development element, respectively.

Figure CIR-12 Existing, Proposed, and Conceptual Trails



The Existing, Proposed. and Conceptual Trails map (Figure CIR-12) provides an overview of existing trails (green) as well as trails in the planning and development phase (yellow) and conceptual extensions and connections (red). Development of the connectors indicated will be dependent upon development agreements affiliated with subdivisions, agreements with private property owners, and construction of pathways in public rights-of-way throughout Town. Recent improvements to the Broadway corridor are a good example of bicycle and pedestrian right-of-way improvements.

Proposed extensions and connections shown on the Map (CIR-12) are well suited for development. Thanks to the old railroad beds throughout Town, many may be eligible for Rails-to-Trails funding for improvements. Restoration of trestles 2 and 3 along the former railway, built to a pedestrian/bicycle scale, would provide less challenging options for crossing steep and deep washes such as Deception Wash and provide an ideal opportunity to emphasize Clarkdale's connection to early railroad development in Arizona.

3.4 Guiding Principles, Goals, and Policies

Guiding Principle 1: Develop a comprehensive, complete circulation network that efficiently and effectively integrates systems for vehicular and non-vehicular traffic.

Goal CIR-1: Require new streets and roads to be constructed to adopted road standards

1. Ensure maintenance of private roads is acknowledged in development agreements and during construction for subdivisions, regardless of number of lots developed.
2. Ensure rights-of-ways or easements are adequately sized for ultimate road capacity as part of roadway dedications to the Town.
3. Ensure all private roads have easement description documents and an approach for road maintenance such as road maintenance agreements

Goal CIR-2: Require new streets and roads provide safe and efficient connectivity with the existing circulation system.

1. Avoid construction of dead-end connectors and arterials; new construction should be required to complete existing incomplete circulation networks.
2. Require design of new circulation systems that provide adequate local collectors and arterials to discourage use of local streets as vehicular traffic throughways.
3. Ensure connectivity with pedestrian and bicycle networks is safe and separated from vehicular traffic.

Goal CIR-3: Integrate multi-modal and non-traditional modes of transportation into the Town's circulation network.

1. Require new development to construct complete streets, including bicycle lanes and pedestrian walkways, to provide safe access to alternative modes of transportation.
2. Ensure safe separation between vehicular and non-vehicular modes of transportation.
3. Residential and Commercial developments should provide adequate access sites for transit systems to serve residents and customers. At minimum, pull-out lanes and sheltered areas for riders should be provided where residential populations or commercial square footage warrants.
4. Promote the development and use of recreational trails as transportation routes to connect housing with services, entertainment, and employment.
5. Require new development to provide pedestrian and bicycle access and facilities as appropriate, including connected pathways along washes.

Goal CIR-4: Ensure the circulation system supports underlying land use designations and zoning districts.

1. Streets and roads necessary for development should be congruent with both the land use designation and underlying zoning district and adopted road development standards.

2. Develop access standards for residential, commercial, and industrial land uses that provide clear direction for connection to the circulation network.

3. Require adherence to the hierarchy of streets and roads as dictated by the adopted road standards.
    a. Minimize connection of local streets directly to arterials.
    b. Minimize commercial and industrial use of local residential streets to connect to collectors and arterials.

4. Encourage use of frontage/backage connections for properties along State Route 89A to minimize turning movements that may inhibit the free flow of vehicular traffic on SR 89A.
    a. Frontage/backage roads should be developed to provide safe pedestrian and bicycle alternatives to SR 89A.
    b. Implement linkages between commercial and mixed-use pods to encourage pedestrian and bicycle usage as viable modes of transportation.

Staff Report

Item Number: 6.B.

Agenda Item: **Ordinance No. 457 - A General Plan Text Amendment, Chapter 3 - Circulation Element**
Discuss, consider and act upon Ordinance No. 457, a General Plan text amendment to Chapter 3 - Circulation Element, related to Road Cross-Sections. Attachments included with item 6a.

Staff Contact: Scott Ellis, Community Development Director

Meeting Date: July 14, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

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

Background: The Town is currently updating the Engineering Standards section of the Town Code, which establishes requirements for roadway design and dimensions. As part of the recent Zoning Ordinance update, several provisions were removed with the intent that they be incorporated into the Engineering Standards.

Additionally, the current General Plan, specifically Chapter 3 – Circulation Element, includes detailed roadway cross-section design standards that are more appropriately located within the Engineering Standards. Relocating these standards will improve consistency and eliminate potential conflicts in roadway requirements across Town regulations.

Budget Impact: The proposed amendment is administrative in nature and is not expected to have a fiscal impact on the Town.

Recommendation: Staff recommends that the Town Council approve Ordinance No. 457; A General Plan Text Amendment to Chapter 3 - Circulation Element; and authorize the Mayor, Town Attorney and Town Clerk to execute all documents.

Staff Report

Item Number: 6.C.

Agenda Item: **PUBLIC HEARING - Ordinance No. 458, A General Plan Text Amendment to Chapter 2 - Land Use Element**
The Town Council will hold a public hearing to take public comment on Ordinance No. 458, A General Plan Text Amendment to Chapter 2 - Land Use Element, including amendments to Section 2.2 Zoning Districts, Section 2.3 Land Use Designations with the addition of Subsection 2.3.1 Interpretation of Legacy Commercial Designations, and the addition of a Cross-Reference Note to the Future Land Use Map.

Staff Contact: Scott Ellis, Community Development Director

Meeting Date: July 14, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses and visitors to Clarkdale.

Background: **OVERVIEW:** As part of the Town's comprehensive 13-chapter Zoning Code Update, staff conducted a detailed review of zoning districts, land use categories, definitions, and associated General Plan references to improve clarity, consistency, and usability of the Town's land use regulations.

During that process, the legacy Neighborhood Commercial and Highway Commercial land use designations were removed from the proposed zoning framework and consolidated into updated commercial classifications. While these legacy designations remain depicted on the Future Land Use Map within the adopted General Plan, they are no longer reflected in the updated zoning structure.

To ensure consistency between the General Plan and the proposed Zoning Code, staff is proposing a text amendment to:

- Update Section 2.3 Land Use Designations;
- Add Section 2.3.1, Interpretation of Legacy Commercial Designations, to clarify how existing Neighborhood Commercial and Highway Commercial map designations shall be interpreted; and
- Add a cross-reference note to the Future Land Use Map directing

readers to Section 2.3.1.
- These amendments are intended to improve clarity and avoid confusion when interpreting the General Plan and Future Land Use Map following adoption of the updated Zoning Code.

ANALYSIS: The proposed amendment does not alter the overall vision, goals, policies, or growth strategy established by the General Plan. No changes are proposed to the Future Land Use Map itself.

Rather, the amendment provides administrative clarification regarding the interpretation of legacy commercial designations that remain displayed on the map but are no longer utilized in the updated zoning framework.

The proposed language will:

- Improve consistency between the General Plan and the proposed Zoning Code;
- Reduce ambiguity when interpreting legacy commercial designations;
- Provide clear guidance for future development applications and zoning decisions;
- Improve usability of the General Plan for property owners, developers, staff, and decision-makers; and
- Maintain the Town's adopted land use vision without creating new development entitlements or altering land use expectations.

The amendment is administrative in nature and does not affect property ownership rights, permitted uses, or development intensity.

FINDINGS: Staff finds that the proposed General Plan text amendment:

- Is consistent with the goals and policies of the Clarkdale General Plan.
- Improves clarity and consistency between the General Plan and the Town's updated Zoning Code.
- Does not alter the Town's adopted growth strategy or Future Land Use Map.
- Promotes effective implementation and administration of the General Plan.
- Serves the public interest by providing clear direction regarding interpretation of legacy commercial land use designations.

HOUSING IMPACT STATEMENT: Before adopting any ordinance affecting zoning or zoning codes, the Town Council is required by state law to consider a housing impact statement regarding the impact of the zoning ordinance or zoning ordinance text amendment that includes a general estimate of the probable impact on the average cost to construct housing for sale or rent; a description of any data or reference material on which the proposed ordinance or amendment is based; and a description of any less costly or less restrictive

alternative methods of achieving the purpose of the proposed ordinance or amendment.

The proposed amendment is not expected to increase the cost of housing construction for sale or rent within the Town of Clarkdale. The amendment is administrative in nature and is intended to improve consistency between the General Plan and the Town's updated Zoning Code.

Budget Impact: The proposed amendment is administrative in nature and is not expected to have a fiscal impact on the Town.

Recommendation: No recommendation. Public hearing only.

TOWN OF CLARKDALE
ORDINANCE NO. 458

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, APPROVING A GENERAL PLAN TEXT AMENDMENT TO CHAPTER 2 – LAND USE ELEMENT, SECTION 2.2 ZONING DISTRICTS; AND SECTION 2.3 LAND USE DESIGNATIONS WITH THE ADDITION OF SUBSECTION 2.3.1, INTERPRETATION OF LEGACY COMMERCIAL DESIGNATIONS; AND THE ADDITION OF A CROSS-REFERENCE NOTE TO THE FUTURE LAND USE MAP; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS,
The Town of Clarkdale has adopted a General Plan pursuant to Arizona Revised Statutes; and

WHEREAS,
The Town has identified the need to amend Chapter 2 – Land Use Element, Section 2.2 Zoning Districts and Section 2.3 Land Use Designations, to add the Subsection 2.3.1 - Interpretation of Legacy Commercial Land Use Designations and provide additional guidance related to the Future Land Use Map; and

WHEREAS,
The proposed amendment is intended to improve clarity, consistency, and implementation of the Town's adopted General Plan; and

WHEREAS,
Pursuant to Arizona Revised Statutes and the Town's adopted procedures, the Planning Commission held a public hearing on the proposed amendment and forwarded a recommendation to the Town Council; and

WHEREAS,
The Town Council has determined that the proposed General Plan text amendment is in the best interest of the public health, safety, and welfare of the Town of Clarkdale.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AS FOLLOWS:

SECTION 1.
That the Town of Clarkdale General Plan, Chapter 2 – Land Use Element, is hereby amended as more particularly described in Exhibit "A," attached hereto and incorporated herein by reference, including amendments to Section 2.2, Zoning Districts; and Section 2.3, Land Use Designations with the addition of Section 2.3.1, Interpretation of Legacy Commercial Designations; and the addition of a cross-reference note to the Future Land Use Map.

SECTION 2.
If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 3.
This Ordinance shall become effective 30 days after adoption by the Town Council as provided by law.

PASSED AND ADOPTED by the Mayor and Town Council of the Town of Clarkdale, Arizona, this 14th day of July, 2026.

ATTEST:

Charity Brooks, Town Clerk **Robyn Prud'homme-Bauer, Mayor**

APPROVED AS TO FORM:

Stephen W. Polk, Town Attorney

EXHIBIT "A"
General Plan Text Amendment
Chapter 2 – Land Use Element
Section 2.2 Zoning Districts
Section 2.3 Land Use Designations
Subsection 2.3.1 – Interpretation of Legacy Commercial Designations
Future Land Use Map Cross-Reference Note

Exhibit A

Chapter 2: Land Use Element

"...designates the proposed general distribution and location and extent of such uses of the land for housing, business, industry, agriculture, recreation, education, public buildings and grounds, open space and other categories of public and private uses of land as may be appropriate to the municipality."

- Arizona Revised Statutes, Title 9

The purpose of the Land Use Element is to classify land by use for all lands within the corporate boundary of the Town of Clarkdale. The description of these uses provides broad guidance relative to development potential and assigns the relevant zoning districts to each designation. This element lays the foundation for future growth areas and the uses appropriate in those areas by clustering compatible zoning districts into broad land use categories. In so doing, it reduces the potential conflicts that can occur by providing transitional zoning and land use classes, buffering incompatible uses from each other.

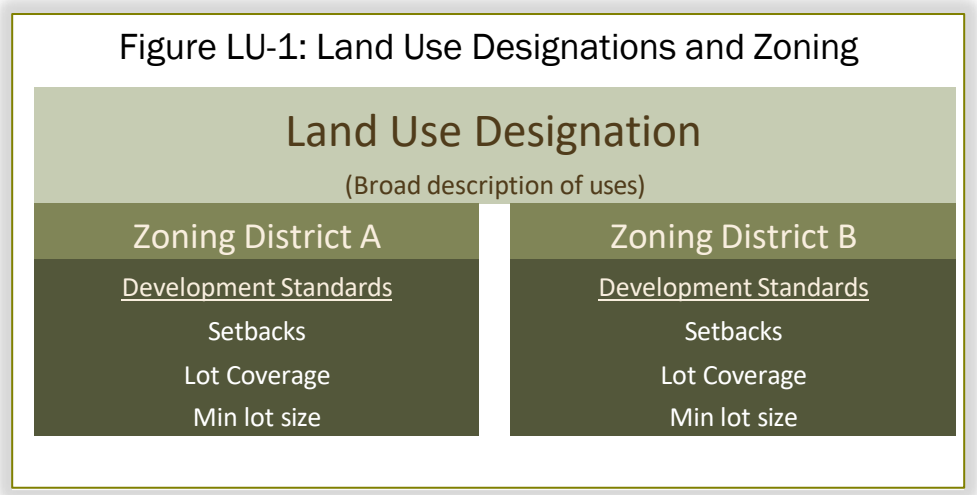
This chapter is divided into 3 sections: Current Conditions, Zoning Districts, Land Use Designations. Each section will describe the uses and activities permitted in a given zoning district, and how those relate to each other based on density, intensity, and compatibility.

2.1 Current Conditions

Land use and zoning regulations in Clarkdale predate the landmark Supreme Court decision which established the practice of zoning in the United States. As the first master-planned community in Arizona, configuring the town's physical arrangement into areas that grouped compatible uses together only made sense. The centralized location of the business block and clubhouse between Upper and Lower Clarkdale made it convenient for families to access, while locating the smelter, railroad, and other uses that supported it further removed from residential neighborhoods lessened their negative impacts on the community.

Currently, Clarkdale's Zoning Ordinance employs 13 zoning and three (3) overlay districts, which regulate the manner and placement of similar functions within a given district. Residential zoning districts tend to be found in close proximity to one another on the zoning map, with higher density zoning districts closer to lower density commercial uses, in effect buffering the commercial uses from the lower density residential uses. Similarly, commercial and industrial uses are clustered together to better preserve the character of residential neighborhoods throughout Clarkdale.

The relationship between Land Use Designations and zoning districts is hierarchical in nature. Land Use Designations provide general descriptions and speak to broad categories of uses such as regional commercial, industrial, and open space. Zoning districts provide lists of specific uses appropriate in that district, along with development standards that regulate the manner and placement of uses on specific sites.



The General Plan 2012 set forth 13 Land Use Designations, providing general guidance with respect to the location of uses throughout Town. Of those, the National Forest (NF) designation has been combined with the Public Lands (PL) designation as they essentially serve the same purpose; should the Prescott National Forest lands activated for exchange lands in the future, changing the land use designation will not have an impact—a General Plan Amendment (GPA) would be required for development purposes.

Conflicts exist between the Commercial, Neighborhood Commercial, and Highway Commercial land use designations and underlying zoning. For example, the majority of the land along SR 89A is zoned Commercial, which means all uses in the Commercial zoning district can be used. The Neighborhood and Highway Commercial land use designations only speak to broad uses and lack specificity with respect to appropriate zoning districts. Similarly, the town employs only one (1) Industrial zoning district, relying on the less definitive land use designations of Industrial Light and Industrial Heavy to differentiate uses. Throughout this element, recommendations have been made to clarify the appropriateness of zoning districts in land use designations, and a policy included in Section 2.5 Guiding Principles, Goals, and Strategies.

Specific Area Plans

By virtue of its topographical configuration and historic development patterns, Clarkdale has several distinct neighborhoods that require special consideration with respect to planning and preservation of their unique features. Developed as Focus Area Plans, the Specific Area Plans will be further discussed in the Community Design Element. Summarized below, these plans provide additional guidance with respect to development in the following areas:

Central Business District: Originally adopted by Town Council in August of 2018, this plan focuses on the historic Main Street area between 11th Street and Broadway. Recently, work by the Arizona State University School of Geographical Sciences and Urban Planning in conjunction with the Town of Clarkdale and stakeholders in the community resulted in a detailed set of design principles and guidelines to preserve and revitalize the area. The document entitled "Design Principals and

Guidelines for the Town of Clarkdale's Downtown District and 89A Commercial Corridor" has been appended to the General Plan and made a part of it to ensure the guidelines and principles are instituted in the planning process.

State Route 89A: SR 89A bisects Clarkdale diagonally from northwest to southeast and is the major arterial for moving goods and residents through the Jerome/Clarkdale/Cottonwood corridor. Extending approximately two (2) miles through Clarkdale, it is segmented into four (4) subsections that are defined by roundabouts: Jerome (boundary) to Clarkdale Parkway; Clarkdale Parkway to Centerville; Centerville to Lisa; and Lisa to Scenic Drive. While there are scattered single-structure commercial uses along the west side of the highway, the area is largely undeveloped. Deep washes and drainage swales coupled with limited roadway access points further complicate development along this corridor. This area was also included in the ASU Study referenced above, and the resulting design principals and guidelines provide a clear framework for development of this important arterial roadway; they are also included in the document attached as an Appendix.

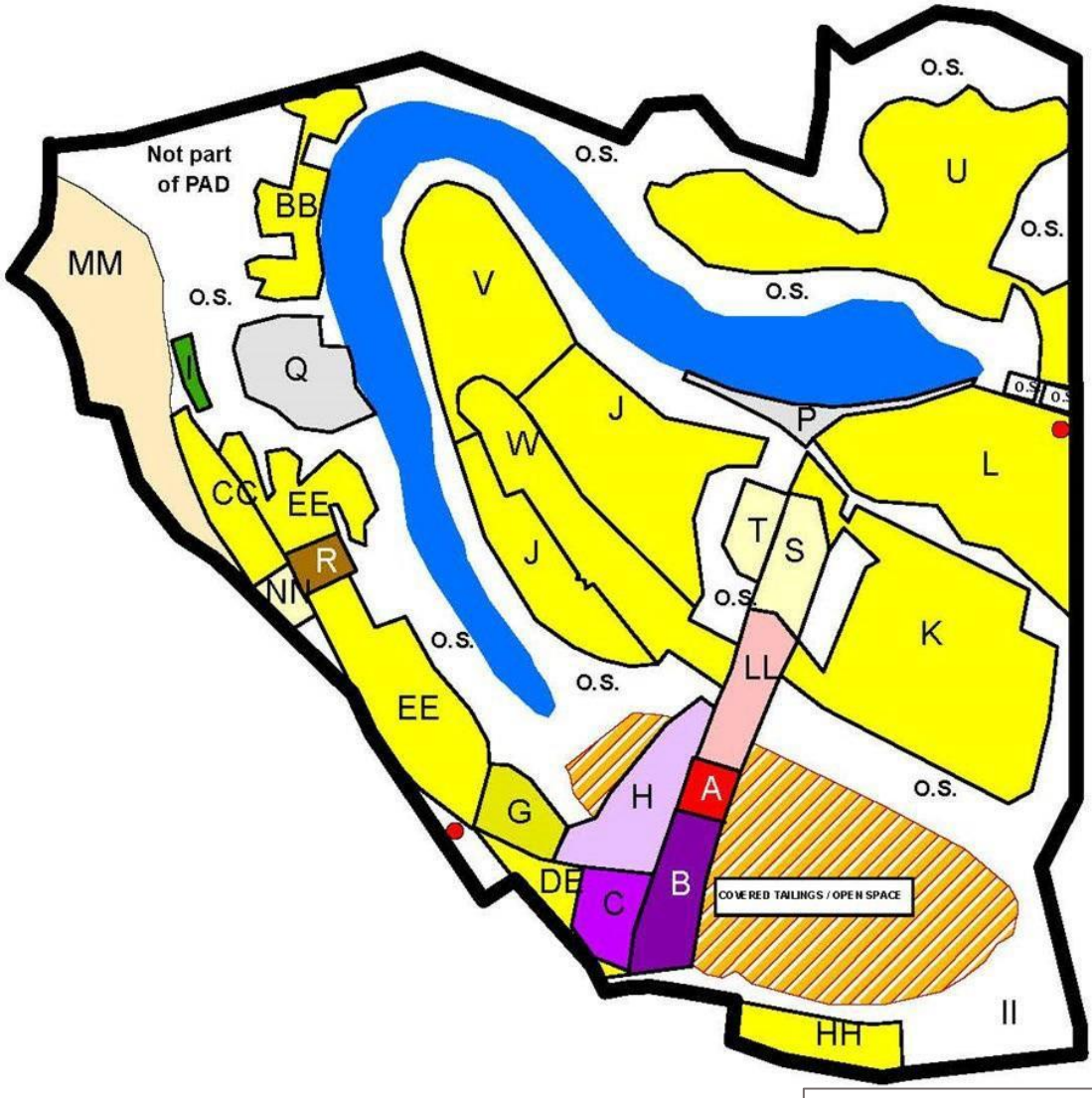
Broadway Corridor: Approximately 1.6 miles in length, Broadway connects Historic Downtown Clarkdale to Old Town Cottonwood. Originally constructed in 1927 as part of SR 89A, it was dedicated to the Town when the Arizona Department of Transportation (ADOT) realigned SR 89A to its current configuration. Recognized by ADOT as a Scenic and Historic Highway, specific design guidelines have been adopted to protect the viewsheds that set this corridor apart from typical modern thoroughfares. The wide right-of-way provides ample space for bike/ped uses, providing connectivity between Clarkdale's historic downtown and the numerous recreational opportunities in the area.

Bitter Creek Industrial Park: Historically, this area is where they heaviest of operations related to the smelter were conducted. The Plan area encompasses approximately 400 acres, all zoned Industrial and carrying the Heavy Industrial land use designation. In total, there are 15 parcels of land owned by eight (8) separate entities, including the Town of Clarkdale. Unlike most rural communities, Clarkdale's rail access sets it apart with respect to economic development potential. Currently, the Verde Valley Train runs out of the station adjacent to North Broadway; it is an important economic driver for tourism in Clarkdale. Expansion of it and other passenger and freight uses would provide additional employment opportunities for current and future residents of the Town, as would further development of the Park. Of critical importance is the extension of Broadway/Luke Lane from its current termination point to intersect with Cement Plant Road. Grant funding from sources such as the Economic Development Administration's (EDA) Public Works and Economic Adjustment program, United States Department of Agriculture's (USDA) Rural Development Program (RD), and private foundation grants should offset a significant portion of the project.

Special Land Use Areas

Peck's Lake/Verde Valley Ranch: During the heyday of the mining and smelting industries in the Verde Valley, Phelps-Dodge and Freeport-McMoRan owned a majority of the land in Clarkdale as well as large tracts of land outside the town boundary. Phelps-Dodge and Freeport-McMoRan have maintained ownership of approximately 950 acres surrounding Peck's Lake and in 1991, reached an agreement for development of Verde Valley Ranch. While the agreement has subsequently been amended, the boundaries of the development remain largely unchanged.

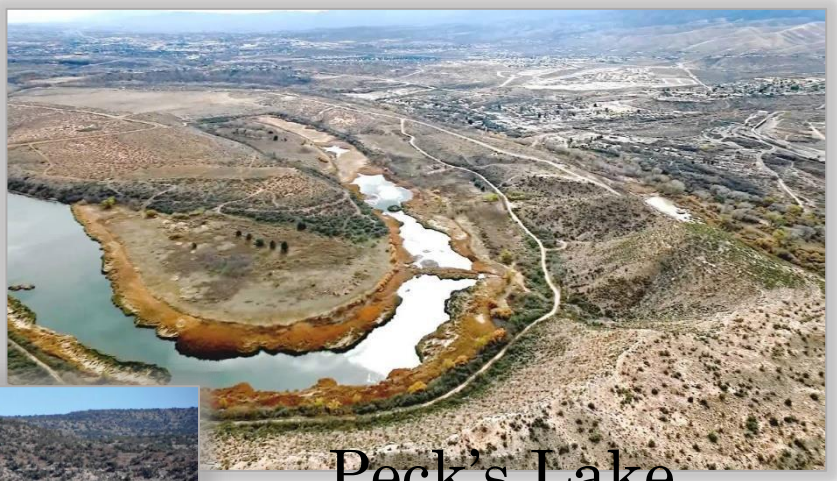
Figure LU-2: Verde Valley Ranch Planned Area Development



Source: Town of Clarkdale GIS

The scale of this project relative to the area of the town impacts the distribution of acreage in terms of land use designations and zoning districts. Of the approximately 977 acres within the approved Planned Area Development, about 350 acres (347.4) have been allocated to residential uses, while roughly 30 acres are intended for various commercial uses, and the balance is dedicated to open space and golf course use. The area currently carries a Mixed-Use land use designation with an underlying Planned Area Development (PAD) zoning district.

When complete, this development will add 900 residential units to the town's housing stock, and approximately 1.75 million square feet of commercial and retail space, and just over 200 acres dedicated to a new golf course and related amenities. This development will have a significant impact on vehicular circulation as access is currently limited to North Broadway Street. Future negotiations related to revisions of the approved PAD should consider these impacts and mitigation thereof.



Peck's Lake





2.2 Zoning Districts

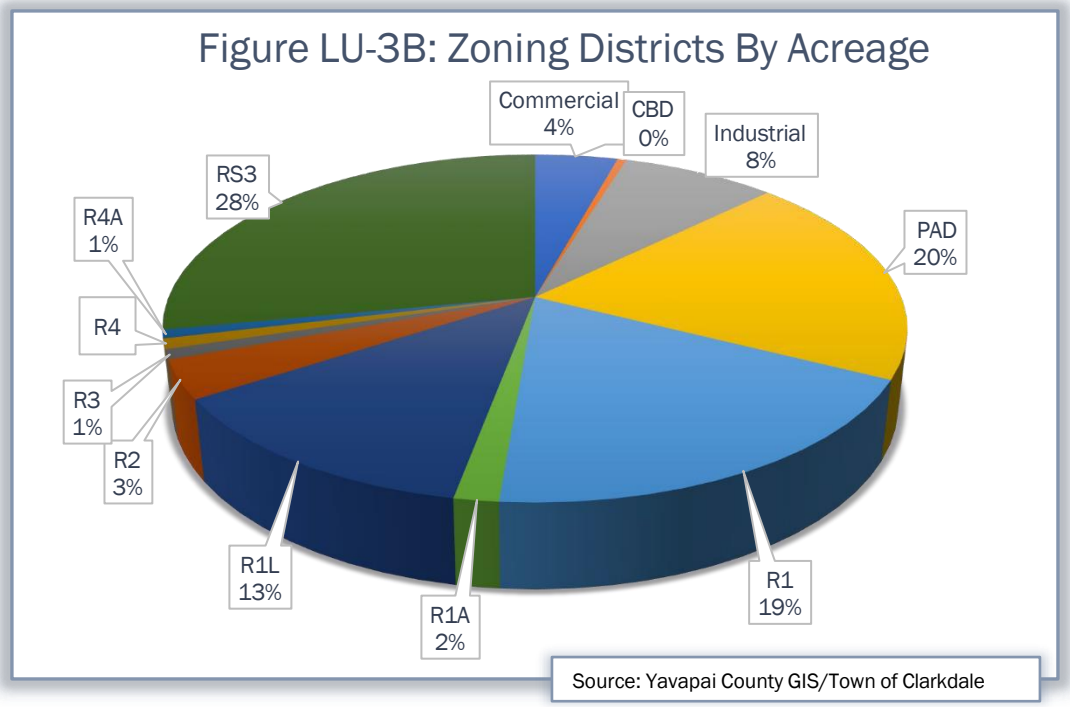
Zoning Districts further define the manner and placement of specific classes of uses. There are eight (8) zoning districts that regulate different types of residential uses, specifying what kind of units are appropriate (single family residential, manufactured housing, multifamily housing) and where on a given lot they can be sited (setbacks, height limitations). Commercial and Industrial zoning districts have an even greater focus on manner and placement as some uses create noise, dust, and vibrations that can be detrimental to adjoining properties. Creating adequate separations between uses and grouping similar uses together can minimize negative impacts between neighbors.

Residential zoning districts comprise the greatest area by zoning, accounting for 4,450 acres or just over 2/3rds (67%) of the land area in Clarkdale. Those areas assigned the Planned Area Development (PAD) zoning district represent 1,305 acres, which represent a mix of residential and commercial uses. Industrial zoning has been assigned to approximately 525 acres, most of which is in the area surrounding the railway facilities in the northeast corner of town. For the most part, the 281 acres along SR 89A carries Commercial zoning; the historic downtown rounds out the land area zoned for commercial uses under its Central Business District (CBD) zoning.

Figure LU-3A: Zoning Districts by Acreage

R1	1,240	R2	236	R4A	52	CBD	30
R1A	109	R3	61	RS3	1,846	I	525
R1L	844	R4	63	C	281	PAD	1,305

Source: Yavapai County GIS/Town of Clarkdale



Residential Zoning Districts

Residential zoning districts are those that regulate development homes or dwelling units on a given lot or parcel. These districts generally fall into three (3) subtypes: Single Family Site-Built, Modular or Manufactured, and Multi-family.

Single Family Residential (R1): In Clarkdale, this zoning district is limited to site-built homes and related
accessory structures only and is intended to preserve traditional single family residential neighborhoods found within and outside of master-planned residential subdivision developments. Publicly owned parks, day care homes, and minor utility installations are other uses typically found in this zoning district, as are accessory structures such as sheds, garages, and workshops. Minimum lot size is 10,000 square feet (sf) or 4.35 dwelling units per acre

Single Family Residential Alternative (R1A): This zoning district is identical to the district above, but allows smaller minimum lot sizes and allows for townhomes, patio homes, and other higher density single family uses. Minimum lot size is 5,000 sf, or 8.7 dwelling units per acre.

Single Family Residential Limited (R1L): As with the R1 and R1A zoning districts, the intent of the R1L district is to protect traditional single family residential neighborhoods in a more rural setting with a minimum lot size of one (1) acre. Minimum lot size is 43,560 sf, or one (1) dwelling unit per acre.

Suburban Residential (RS3): This zoning district is the lowest density residential zoning district in Clarkdale. It allows for a minimum lot size of three (3) acres, and first allows the siting of churches, synagogues, and other similar structures as permitted uses. Currently, this zoning district is applied only to the 1,683 acres of National Forest land on the south side of Clarkdale. The minimum lot size is 130,680 square feet.

Single Family and Limited Multiple Family Residential (R2): This is the first district where multiple-family dwelling units are permitted but limited to no more than four (4) units per lot. It is intended to provide a transition from large lot single family residential development to a higher density residential use that is not incompatible with single family homes. Minimum lot sizes are 8,000 sf or 5.4 dwelling units per acre for single family residential uses, and 4,000 sf or 10.89 dwelling units per acre for 2, 3, and 4-unit configurations.

Multiple Family Residential (R3): Multiple-family development in structures with more than four (4) dwelling units are first allowed in the R3 zoning district, as well as all uses allowed in the R2 zoning district. This allows a higher density for multi-family development in areas that may have or propose to accommodate single family homes as well as duplex, triplex, and quadplex units. Minimum lot sizes are 8,000 sf or 5.4 dwelling units per acre for single family residential uses; 4,000 sf or 10.89 dwelling units per acre for 2, 3, and 4-unit configurations, and 3,000 sf or 14.5 dwelling units per acre for multifamily developments.

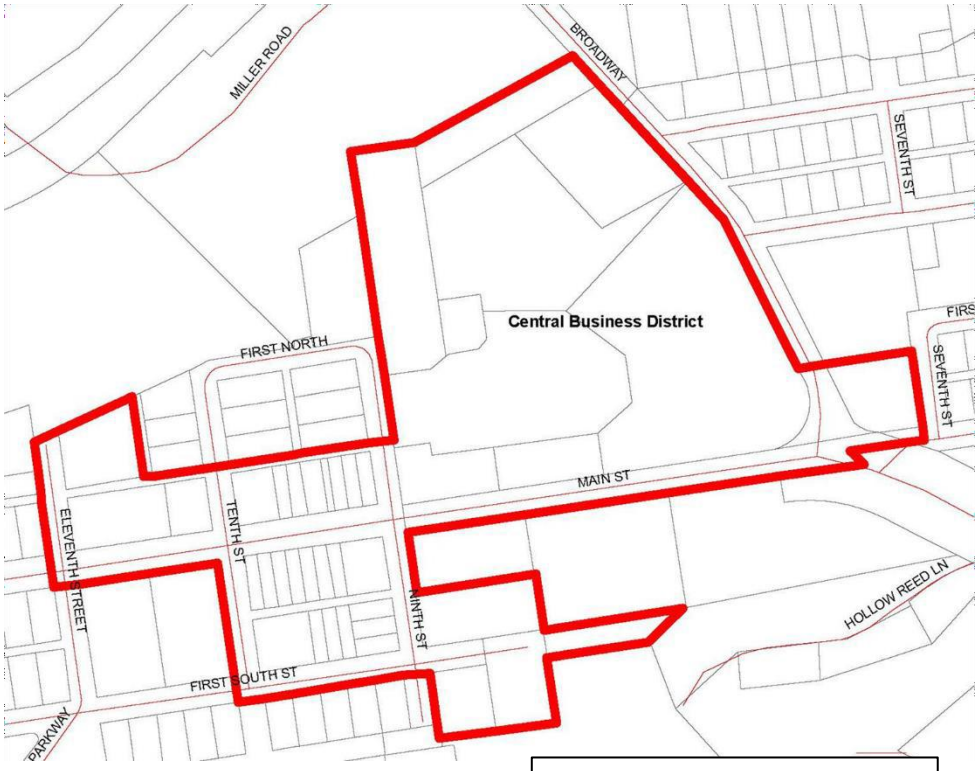
Manufactured Home Residential (R4): This zoning district first allows the siting of manufactured homes in both subdivisions and lot-rental parks, as well as RV parks. The density is higher than most single- family homes, providing for five (5) to eight (8) units per acre. The minimum lot size for a manufactured housing park is 5,000 sf, or 8.7 dwelling units per acre, while subdivisions are set at an 8,000 sf minimum lot size, or 5.4 dwelling units per acre.

Manufactured Home Residential Alternate (R4A): In addition to the manufactured home subdivisions and parks permitted in the R4 district, this zone allows for site-built single family residential development. The minimum lot size for a manufactured housing park is 5,000 sf, or 8.7 dwelling units per acre, while manufactured home subdivisions are set at an 8,000 sf minimum lot size, or 5.4 dwelling units per acre.

Commercial Zoning Districts

The Town of Clarkdale employs four (4) commercial zoning districts that regulate the manner and placement of retail, service, and hospitality uses throughout town. These uses are differentiated based on type of business, intensity of use, and potential conflicts with residential uses that may be nearby.

Figure LU-4: Central Business District Zoning District



Source: Town of Clarkdale GIS

Central Business District (CB): This commercial district is applied only in the historic downtown illustrated in Figure LU-4, Central Business District Boundary. It is limited to retail, office, residential, and commercial uses typical of historic downtowns.

Commercial (C): The Commercial zoning district is comprised of 28 permitted uses and ten (10) conditional uses. The uses are typical for a commercial area of moderate density and intensity, and specific performance standards are included to minimize conflict with adjoining zoning and land use districts. This zoning district is predominantly sited along both sides of SR-89A, with a few small parcels in the Central Business District.

Neighborhood Commercial (NC): The purpose of this zoning district is to provide commercial support to adjacent residential neighborhoods. Permitted uses tend to be those with limited hours of operation, lower traffic generation, and are accessible by pedestrians and bicyclists that live nearby.

Highway Commercial (HC): This district is intended to accommodate larger commercial businesses with a regional draw. Sites are generally accessed by automobiles and transit systems; businesses tend to have longer hours of operation, require access to loading docks, and require numerous parking stalls.

Note: the Neighborhood Commercial (NC) and Highway Commercial (HC) districts described above reflect zoning districts in effect at the time of Plan adoption. Under the Town's updated zoning code, these districts have been consolidated into the Commercial (C) district. These descriptions are retained for reference and shall be interpreted in accordance with Subsection 2.3.1 Interpretation of Legacy Commercial Designations.

Industrial Zoning

Industrial districts provide locations for manufacturing, mining, warehousing, and other uses that generate noise, traffic, and other factors that conflict with residential and lighter commercial uses.

Industrial (I): Uses in the Industrial zoning district are those that create dust, noise, vibration, and other side effects that may be detrimental to adjoining uses. As such, they focus on manufacturing, freight and logistics, and warehousing.

Open Space

Open Space is a stand-alone zoning district that applies to those areas that are either not suitable for development due to problems inherent to topography or other physical characteristics or are important lands that need to be preserved to protect unique natural habitats.

Open Space (OS): Intended to support the preservation of undeveloped land, this zoning district allows uses that require few to no structures as permitted uses and limits conditional uses to golf courses, campgrounds, and municipal facilities.

Overlay Districts

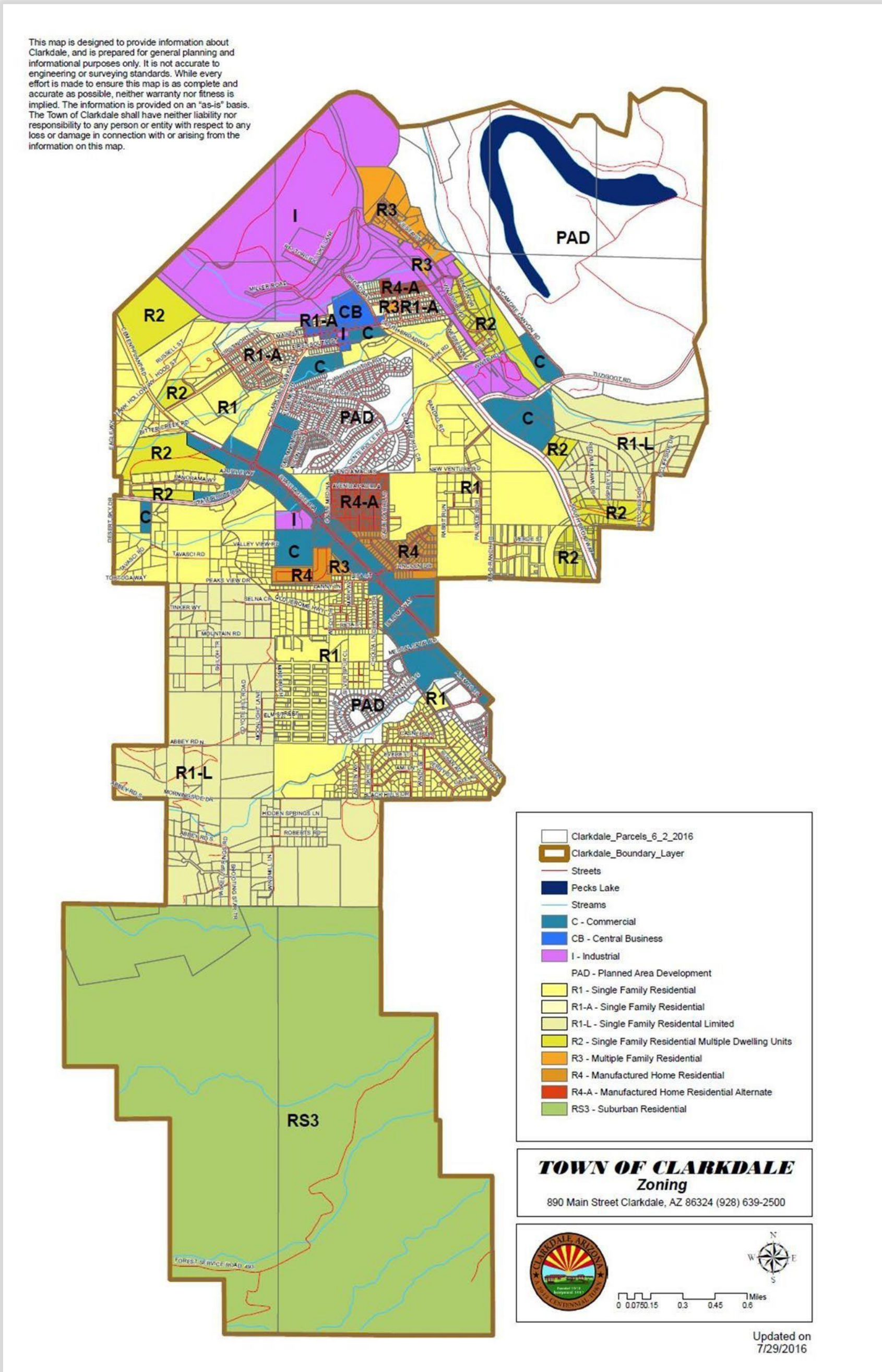
Overlay districts provide additional guidance and regulation with respect to development and development standards. Overlay districts can be specific in location (Arts and Entertainment, 89A Commercial Corridor) or in purpose (Planned Area Development). Clarkdale employs two locational overlay districts and one purpose-driven overlay district.

Arts and Entertainment District (AEO): The purpose of this overlay district is to allow those uses related to arts and entertainment within the boundary of the Central Business (CB) zoning district only.

89A Corridor Commercial Overlay (89AO): This overlay district was created to provide additional design and development standards for properties and projects within 500' of the centerline of SR 89A.

Planned Area Development/Planned Unit Development (PAD/PUD): The purpose of this zoning district is to provide flexibility in design for mixed use projects that is not typically achieved within the development standards of the individual zoning districts included in the development.

Zoning districts implementing the General Plan may differ in nomenclature from the land use categories described herein, and such differences are intended to reflect the Town's evolving regulatory framework rather than a change in land use policy.


This map is designed to provide information about Clarkdale, and is prepared for general planning and informational purposes only. It is not accurate to engineering or surveying standards. While every effort is made to ensure this map is as complete and accurate as possible, neither warranty nor fitness is implied. The information is provided on an "as-is" basis. The Town of Clarkdale shall have neither liability nor responsibility to any person or entity with respect to any loss or damage in connection with or arising from the information on this map.
I
R3
PAD
R3
R4-A
R3
R1-A
CB
R1-A
I
C
R2
R2
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C
R2
R1
PAD
C
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R1-L
RS3
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Streets
Pecks Lake
Streams
C - Commercial
CB - Central Business
I - Industrial
PAD - Planned Area Development
R1 - Single Family Residential
R1-A - Single Family Residential
R1-L - Single Family Residental Limited
R2 - Single Family Residential Multiple Dwelling Units
R3 - Multiple Family Residential
R4 - Manufactured Home Residential
R4-A - Manufactured Home Residential Alternate
RS3 - Suburban Residential
TOWN OF CLARKDALE
Zoning
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2.3 Land Use Designations

Land Use Designations represent broad descriptions of uses that are supported by underlying zoning districts. In Clarkdale, there are 13 different land use designations in four (4) different categories: Residential, Commercial and Industrial, Public Lands and Open Space, and Mixed Uses. Within those four (4) categories, the land uses are further classified by the density of development and the intensity of the use.

Density describes the concentration of buildings and structures on a given lot or parcel. For residential designations, it is typically described as dwelling units per acre (DU/A) and each subcategory of residential land use sets a maximum number of dwelling units per acre. For commercial and industrial uses, it is expressed as Floor Area Ratio (FAR), or the ratio of building floor space to the area of a subject property.

Intensity speaks to the impact a given use has on the subject properties and how the use may affect nearby properties. In terms of residential uses, the amount of traffic generated by multifamily projects is greater than single family residential; therefore, multifamily uses are described as more intense than single family uses. For commercial projects, retail uses are generally higher intensity uses as they attract customers throughout the day on an unscheduled basis, where a medical office would have scheduled appointments with a limited number per day, and thus considered a lower intensity use. Similarly, industrial uses that are wholly within an enclosed building are typically less impactful than those where dust, noise, and traffic can create negative effects for surrounding properties.

The relationship between Land Use Designations and zoning districts is hierarchical in nature. Land Use Designations provide general descriptions and speak to broad categories of uses such as regional commercial, industrial, and open space. Zoning districts provide lists of specific uses appropriate in that district, along with development standards that regulate the manner and placement of uses on specific sites.

The area for each land use designation is set forth by category and classification in the figures below. Figure LU-6A: Land Use Designations by Acreage illustrates estimated acreage by classification as a percent, while Figure LU-6B: Land Use Designations by Acreage sets forth the approximate number of acres per classification. Figure LU-7 Land Use and Zoning Matrix defines which zoning districts are appropriate for each land use designation. This information is essential in determining the balance of land uses in Clarkdale and determining where changes in distribution may be necessary.

2.3.1 Interpretation of Legacy Commercial Designations

The Neighborhood Commercial (NC) and Highway Commercial (HC) designations referenced in this General Plan reflect legacy terminology from prior zoning designations in effect at the time of Plan adoption.

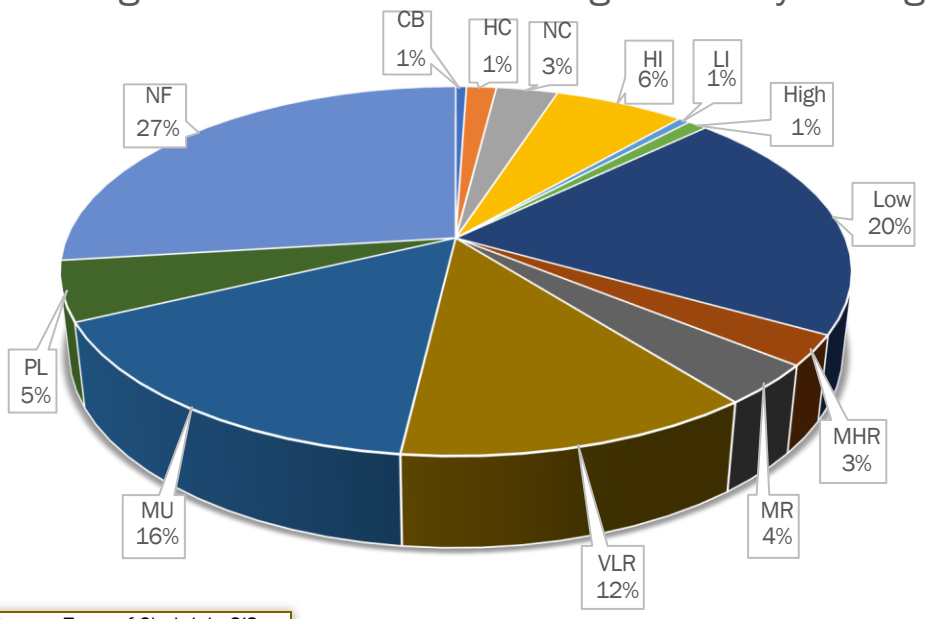
With the adoption of the Town's updated zoning code, these zoning districts have been consolidated into the Town's current commercial zoning framework. Accordingly, references to NC and HC in this General Plan shall be interpreted as describing the intended scale, character, and function of commercial development rather than corresponding to specific zoning districts.

Neighborhood Commercial (NC) areas are intended to accommodate lower-intensity, neighborhood-serving commercial uses, while Highway Commercial (HC) areas are intended to accommodate higher-intensity, corridor-oriented commercial uses serving a broader market area.

Areas designated NC or HC on the Future Land Use Map shall be implemented through the Town's current zoning districts, including but not limited to Commercial (C) and Central Business (CB), and shall be regulated in accordance with the Town's zoning code and applicable development standards.

This interpretation is intended solely to ensure consistency between the General Plan and the Town's zoning code and does not alter the underlying land use pattern, intensity, or distribution of commercial development established by this General Plan.

Figure LU-6A: Land Use Designations by Acreage



Source: Town of Clarkdale GIS

Figure LU-6B: Land Use Designations by Acreage

Residential		Commercial/Industrial		Other	
High Density	59	Central Business	33	Mixed Use	998
Low Density	1,275	Highway	91	Public Lands	2,008
Med High Density	166	Neighborhood	187		
Medium Density	222	Heavy Industrial	397		
Very Low Density	775	Light Industrial	35		

Source: Town of Clarkdale GIS

Figure LU-7: Land Use and Zoning Matrix

DESIGNATION	RESIDENTIAL					COMMERCIAL			INDUSTRIAL		OTHER		
Zoning	High	d High	Med	Low	ry Low	CBD	Neighborhood	ighway	Light	Heavy	lic Lands	xed Use	Open Space
Single Family Residential (R1)				X								X	
Single Family Residential Alternate (R1A)												X	
Single Family Residential Limited (R1L)				X	X							X	
Single Family and Limited Multiple Family Residential (R2)												X	
Single Family												X	
2-4 Units						X	X	X				X	
5+ Units (CUP)			X			X	X	X				X	
Multiple Family Residential (R3)												X	
Single Family												X	
2-4 Units			X			X	X	X				X	
5+ Units	X	X	X			X	X	X				X	
Non-Residential	X	X	X					X				X	
Manufactured Home Residential (R4)												X	
Manufactured Home Park			X									X	
Manufactured Home Subdivision			X									X	
Manufactured Home Residential Alternative (R4A)												X	
Manufactured Home Park			X									X	
Manufactured Home Subdivision			X									X	
Single Family Residential													
Suburban Residential (R3)				X	X						X***	X	
Central Business						X						X	
Commercial							X	X			X	X	
Neighborhood Commercial/C1							X					X	
Highway Commercial/C2								X				X	
Light Industrial									X	X			
Heavy Industrial										X		X	
Open Space											X	X	X

***National Forest Only

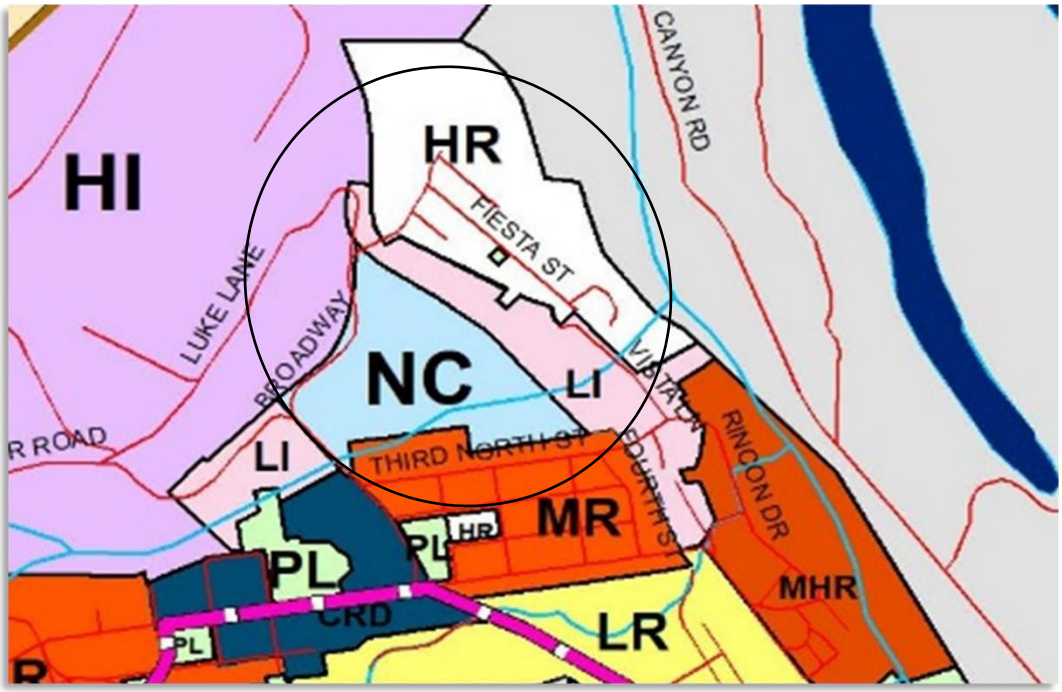
Source: Town of Clarkdale GIS

Residential

There are currently five (5) residential land use designations: High Density, Medium High Density, Medium Density, Low Density, and Very Low Density. Each designation is differentiated by the number of dwelling units per acre and specific zoning districts that are appropriate for the designation based on density and intensity of use.

High Density Residential (HDR): This designation supports development at a rate of 13 or more dwelling units per acre. It is by far the smallest residential land use designation by acreage encompassing only 59 acres, and is currently applied to the Patio Park area, the Schoolhouse Apartments in Lower Clarkdale, and the existing Copper Mountain Apartments west of SR 89A.

Figure LU-8A: High Density Residential
Land Use Designation Map



Source: Town of Clarkdale GIS

Future General Plan Amendments that propose changing land use designations to the HDR designation should be in very close proximity to transportation corridors, transit systems, and have infrastructure and utilities in place or have entered into a development agreement to extend those services to the property as a condition of amendment approval. Connection to current parks and

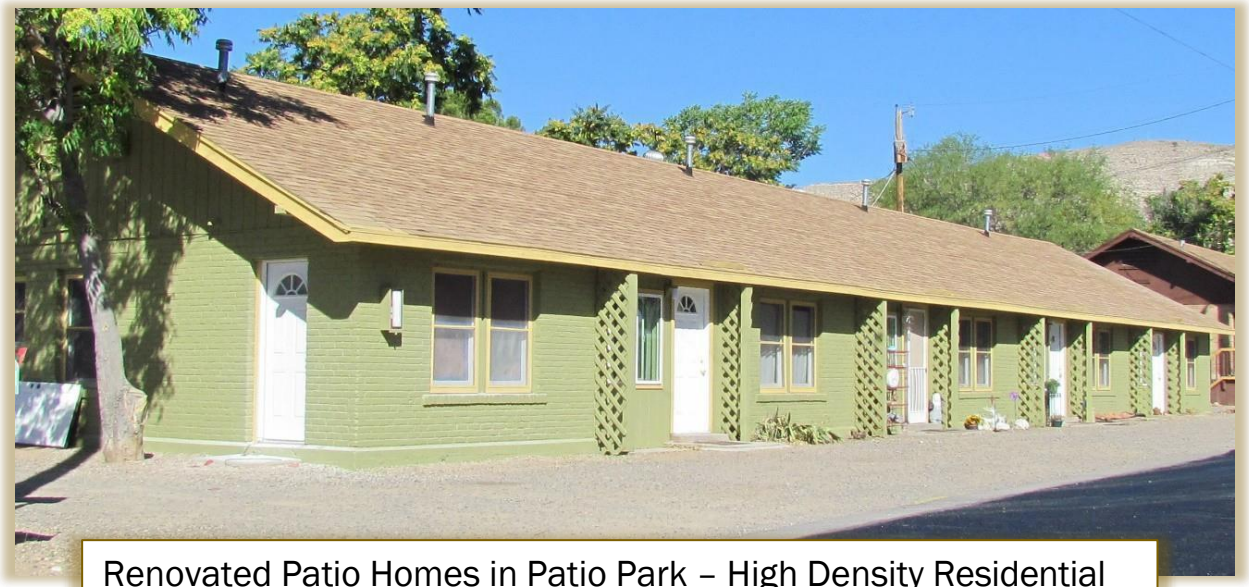
trails systems should also be required. Private parks should be developed to provide recreational opportunities appropriate to the residents of the development and scaled to the size of the project. Parks developed for dedication to the Town of Clarkdale should conform to the standards set forth in the Recreation and Open Space Element of the General Plan.

Figure LU-8B: High Density Residential Land Use Acreage sets forth the appropriate zoning districts for this land use category, as well as gross and net acreage. Gross acreage represents all land carrying the specified zoning district, while vacant acreage represents the undeveloped land in that zoning district.

Figure LU-8B: High Density Residential Land Use Acreage

High Density Residential	Gross Acreage	Net Acreage
Multi-Family Residential (R3)	61	21
Mixed Use (MU)/Planned Area Development (MU/PAD)	1,305	163
TOTAL	1,366	184

Source: Town of Clarkdale GIS



Renovated Patio Homes in Patio Park – High Density Residential

Medium High Density Residential (MHDR): Supporting densities of up to 12 dwelling units per acre, this designation is intended to provide for the development of residential units of moderate density such as duplex, triplex, and quadplex housing stock as well as smaller multi-family apartment buildings (with a conditional use permit). Currently, 166 acres carry this designation in five (5) areas throughout Clarkdale. Of that, just over 100 acres is vacant, 55 of which are owned by either the Salt River Pima Maricopa or Yavapai-Apache Indian communities.

Figure LU-9A: Medium High Density Residential Land Use



Source: Town of Clarkdale GIS

Future General Plan Amendments that propose changing land use designations to MHDR should be near transportation corridors or access to transit systems and have infrastructure and utilities in place or have entered into a development agreement to extend those services to the property as a condition of amendment approval. Connection to current parks and trails systems should also be required. Private parks should be developed to provide recreational opportunities appropriate to the residents of the development and scaled to the size of the project. Parks developed for dedication to the Town of Clarkdale should conform to the standards in the Recreation and Open Space Element.

Figure LU-9B: Medium High Density Residential Land Use Acreage

Medium High Density Residential Land Use Designation (12 dwelling units or fewer per acre)		
Appropriate Zoning Districts	**Gross Acreage**	**Vacant Acreage**
Single Family and Multifamily Limited (R2) *	166	100
Multi-Family Residential (R3)	61	21
TOTAL	227	121

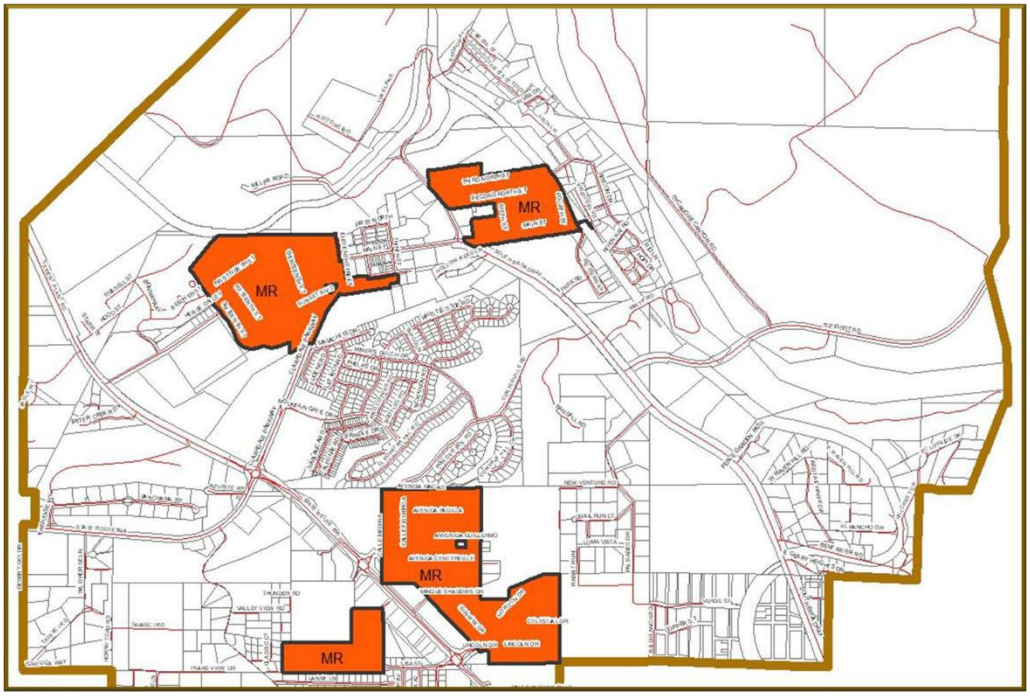
Source: Town of Clarkdale GIS *Multifamily only



Copper Mountain Apartments – Medium High Density Residential

Medium Density Residential (MDR): The intent of this designation is to allow for small lot single family residential development typically found in the residential areas of the historic townsite, as well as manufactured home parks and subdivisions. Of the approximately 225 acres currently included in this classification, approximately 26 acres is undeveloped. Upper and Lower Clarkdale historic neighborhoods account for about half of the developed acreage, consisting mostly of site-built homes. The remainder of the built-out area encompasses Centerville and Mingus Shadows subdivisions, and Lamplighter Mobile Home Park.

Figure LU-10A: Medium Density Residential Land Use Map



Source: Town of Clarkdale GIS

Future General Plan Amendments that propose changing land use designations to MHDR should provide direct access to transportation corridors or transit systems and have infrastructure and utilities in place or have entered into a development agreement to extend those services to the property as a condition of amendment approval. Connection to current parks and trails systems should also be required. Private parks should be developed to provide recreational opportunities appropriate to the residents of the development and scaled to the size of the project. Parks developed for dedication to the Town of Clarkdale should conform to the standards set forth in the Recreation and Open Space Element.

Figure LU-10B: Medium Density Residential Land Use Acreage

Appropriate Zoning Districts	Gross Acreage	Vacant Acreage
Manufactured Home Residential (R4)	64	0
Manufactured Home Residential Alternate (R4A)	52	6
Single Family Residential (R1A)	109	20
TOTAL	225	26

Source: Town of Clarkdale GIS



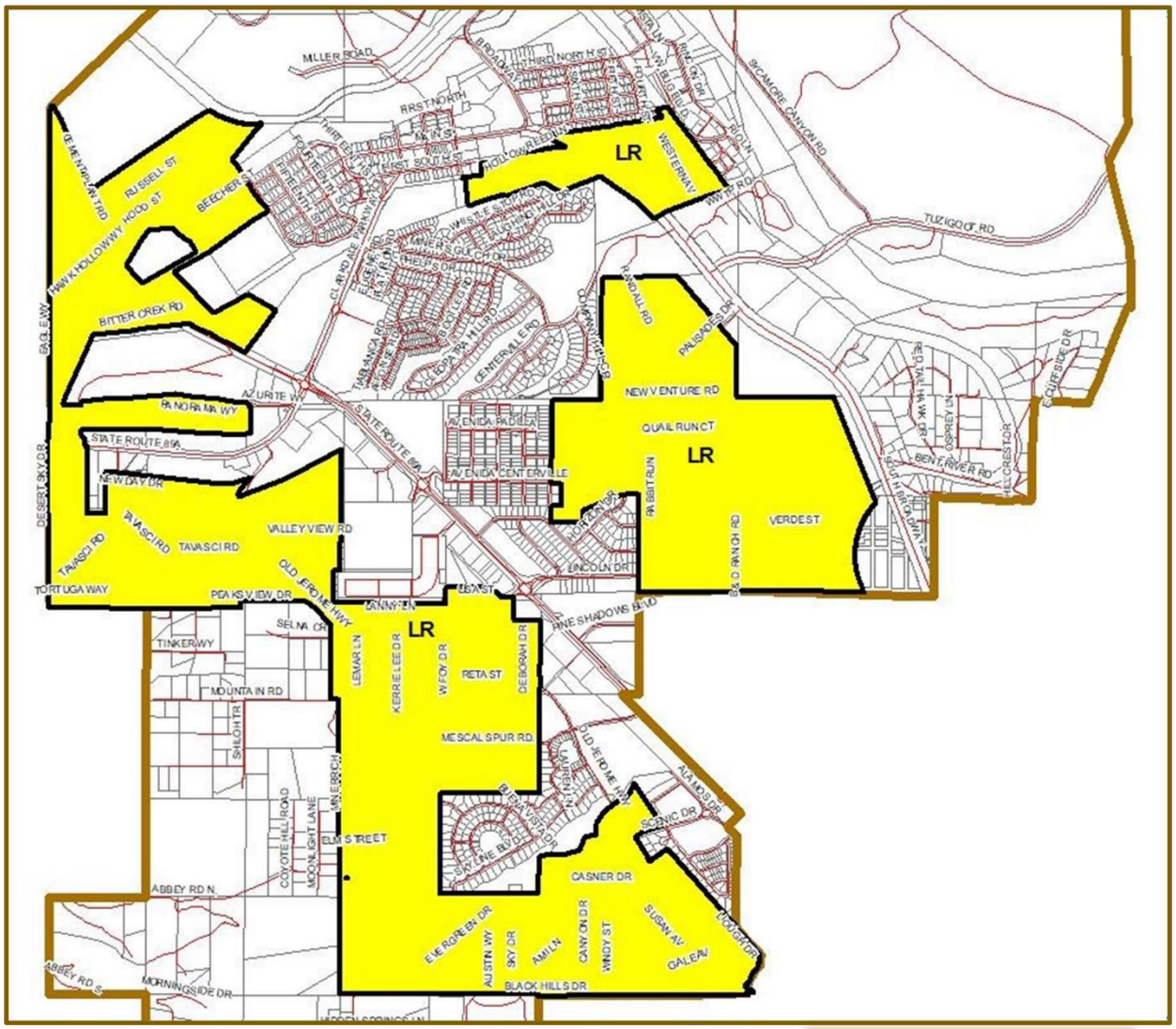
Lower Clarkdale Historic Homes – Medium Density Residential



Mountain Gate New Homes – Medium Density Residential

Low Density Residential (LDR): This Land Use designation is applied to those lands that are suitable for larger lot single family site built residential homes. Of the land use designations in Clarkdale, Low Density Residential is the second largest in area, encompassing 1,275 acres. Of that, an estimated 560 acres is developed as intended, while 715 acres remain vacant. Developed subdivisions in this classification include Black Hills Estates, Foothills Terrace, and Paz and Cota. It also applies to the largely undeveloped Radley Subdivision immediately west of the Crossroads at Mingus PAD, as well as several large acreage tracts in the Broadway and SR 89A corridors. Appropriate zoning districts include Single-Family Residential (R1) and Single-Family and Limited Multiple Family Residential (R2), but for the development of single-family residential uses only.

Figure LU11-A: Low Density Residential Land Use Map



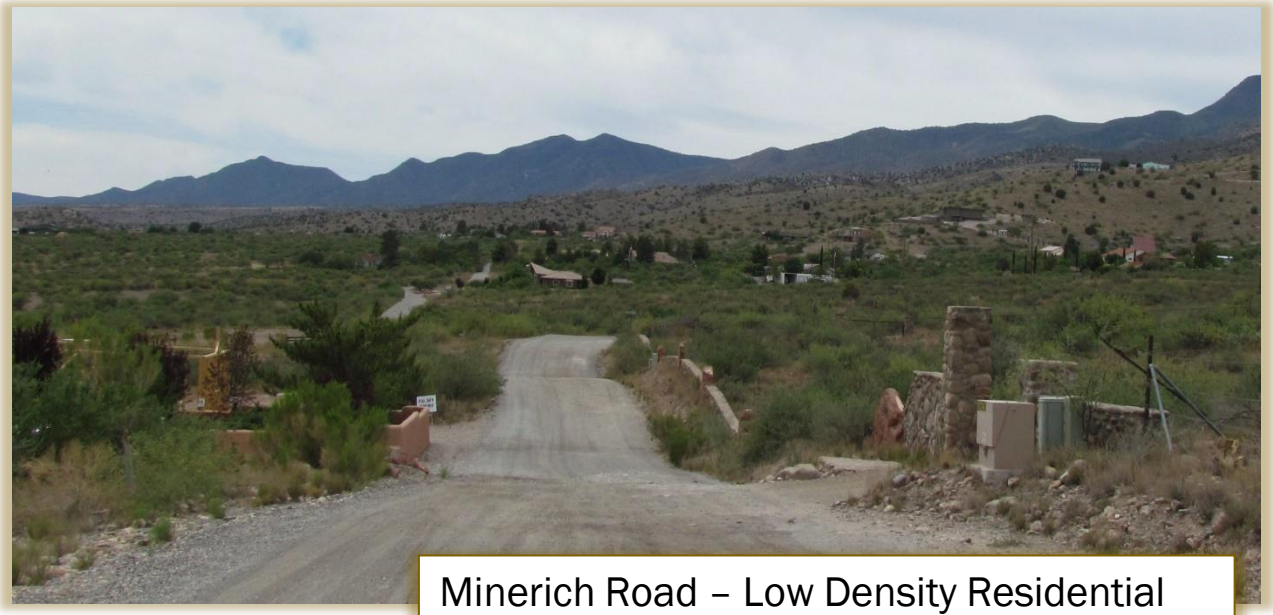
Source: Town of Clarkdale GIS

Connection to current parks and trails systems should be required for subdivisions where densities are equal to or greater than three (3) dwelling units per acre. Private parks should be developed to provide recreational opportunities appropriate to the residents of the development and scaled to the size of the project. Parks developed for dedication to the Town of Clarkdale should conform to the standards set forth in the Recreation and Open Space Element.

Figure LU-11 B: Low Density Residential Land Use Acreage

Appropriate Zoning Districts	Gross Acreage	Vacant Acreage
Single Family Residential (R1)	1,110	735
Single Family/Limited Multiple Family Residential (R2) (SFR Only)	166	100
TOTAL	1,275	835

Source: Town of Clarkdale GIS

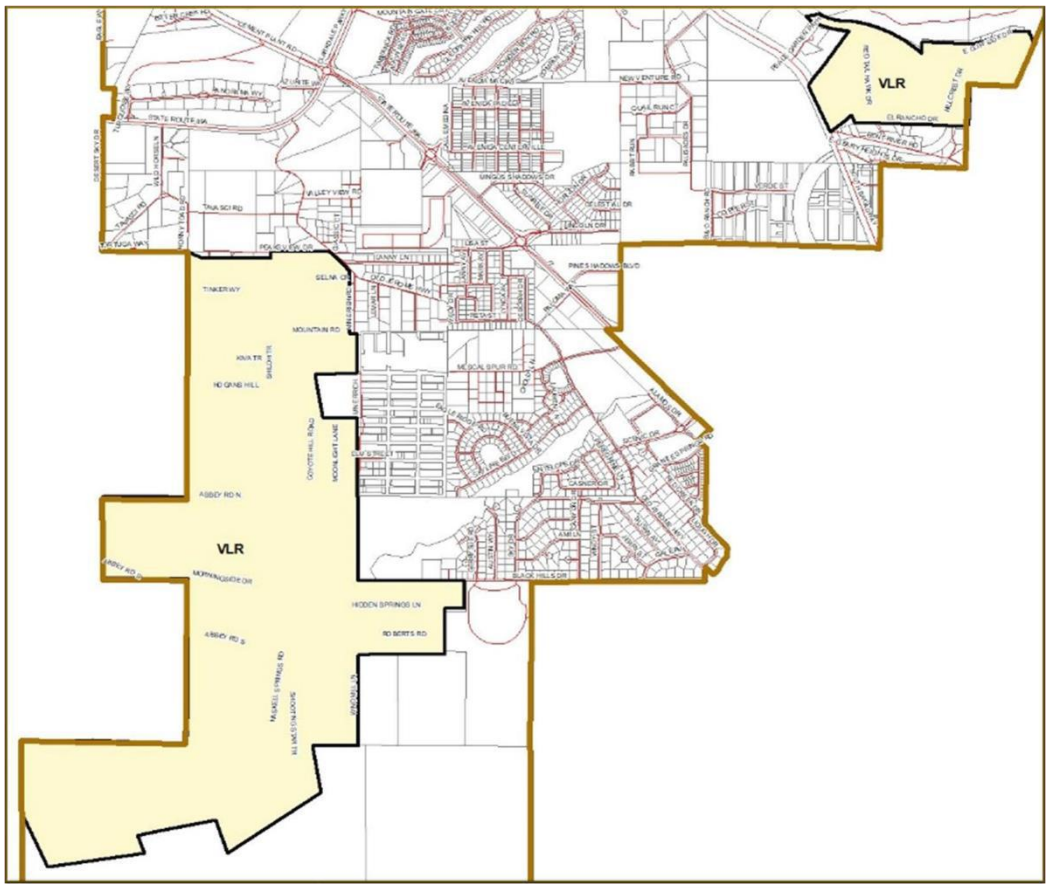


Minerich Road – Low Density Residential

Very Low Density Residential (VLDR): With a maximum density of one (1) dwelling unit per acre, this is the most sparsely populated land use designation applied to developable land in Clarkdale. The intent of this classification is to provide for larger lot development where municipal services are generally not available. Neighborhoods in this designation include Haskell Springs, Raven Hill/Cliffside, and the area west of Minerich Road. As with the Low Density land use designation, there are large tracts of undeveloped land that carry this classification. In this instance, however, much of the land in VLDR is challenged both in terms of access, availability of utilities, and topography.

Given the minimum density and remoteness of the areas to which this designation is applied, dedicated parks and recreation areas are not generally required. However, for subdivisions, connectivity to the trails system is recommended.

Figure LU-11 A: Very Low-Density Residential Land Use Map



Source: Town of Clarkdale GIS

There are two zoning districts appropriate for this designation: Single Family Residential Limited (R1L) and Suburban Residential (RS3). Currently, RS3 is assigned only to the area encompassed by the Prescott National Forest, while R1L zoning is the predominant zoning district in this designation. Approximately 300 acres of the R1L zoned land is held in large, undeveloped tracts; the balance is in medium to large parcels typically 2 acres or greater in size.

Figure LU-11 B: Very Low-Density Residential Land Use Acreage

Appropriate Zoning Districts	Gross Acreage	Vacant Acreage
Single Family Residential Limited (R1L)	844	735
Suburban Residential (RS3)	1,846	100
TOTAL	2,690	835

Source: Town of Clarkdale GIS



Minerich Road – Low-Density Residential

Commercial

Commercial Land Use designations are those classes of uses that are generally less compatible with residential uses as the inherent effects of the use can negatively impact nearby residents. It is for this reason that they are further classified as heavy and light, as the dust, noise, and vibrations caused by more intense uses are less desirable than the convenience of lighter, less impactful uses locating closer to residential neighborhoods. Clarkdale employs three (3) commercial land use designations: Central Business (CB), Neighborhood Commercial (NC), and Highway Commercial (HC). For both Commercial, Industrial, and Other land use designations, the Zoning Table sets forth the appropriate districts for each designation, along with the approximate acreage allocated to that district in the given designation. Gross Acreage represents the estimated acreage within the designation allocated to a specific zoning district; Vacant Acreage represents the undeveloped lands carrying a given zoning district within that land use designation.

Density for commercial and industrial land use designations is expressed as Floor Area Ratio (FAR) rather than number of dwelling units. FAR is similar to lot coverage, except that it is also a measure of verticality as the area of each floor above the ground floor is included. For example, a lot where a commercial building covers half of the lot would have a FAR of .5. If the same building had two (2) floors, it would have a FAR of 1.0, and if it had three (3) floors, it would have a FAR of 1.5.

FAR = .5



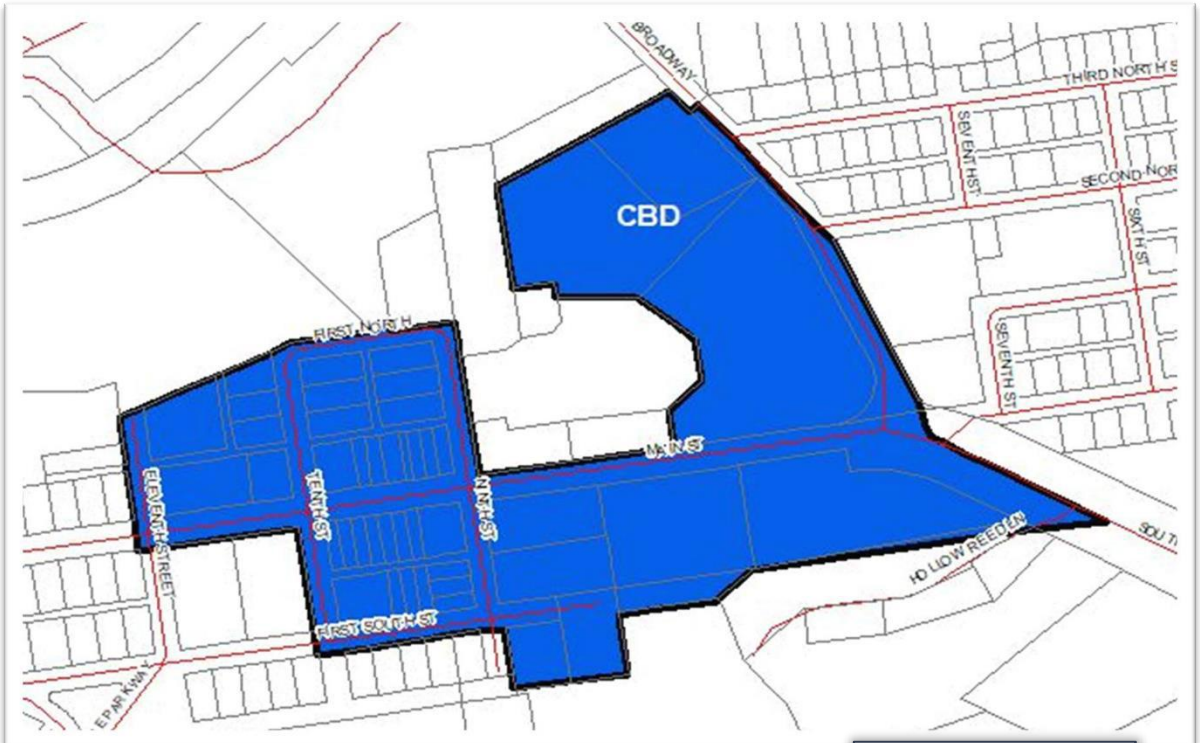
FAR = 1.5



Central Business District (CB): This land use designation is found in the historic downtown area and contains a mix of retail, office, and residential uses. The rationale for this classification is to protect and enhance those uses historically found in downtowns; given the prototypical nature of Clarkdale's central business district and the degree to which that influences the unique sense of community that is Clarkdale, protecting and enhancing this area is critical. Uses in the CB designation are focused on those that are pedestrian friendly, entrepreneurial in nature, and contribute to the historic sense of the area.

Future General Plan Amendments that propose changing land use designations to CB must be adjacent to or within very close proximity of the historic downtown area, include those uses customarily found in an historic downtown, and maintain the scale and integrity of the existing structures.

Figure LU-12A: Central Business District Land Use Designation Map



Source: Town of Clarkdale

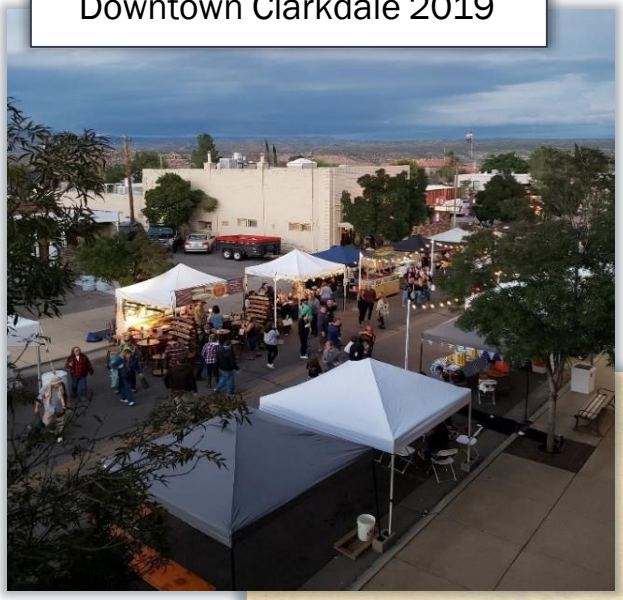
Currently, this is the smallest of the three (3) commercial land use designations, encompassing only 33 acres. The predominant zoning district is Commercial Business District, with one (1) lot zoned Industrial and two (2) parcels zoned Commercial. In addition to zoning regulations, this area is subject to the design requirements as set forth in the proposed Downtown Specific Area Plan and the Historic Preservation District standards.

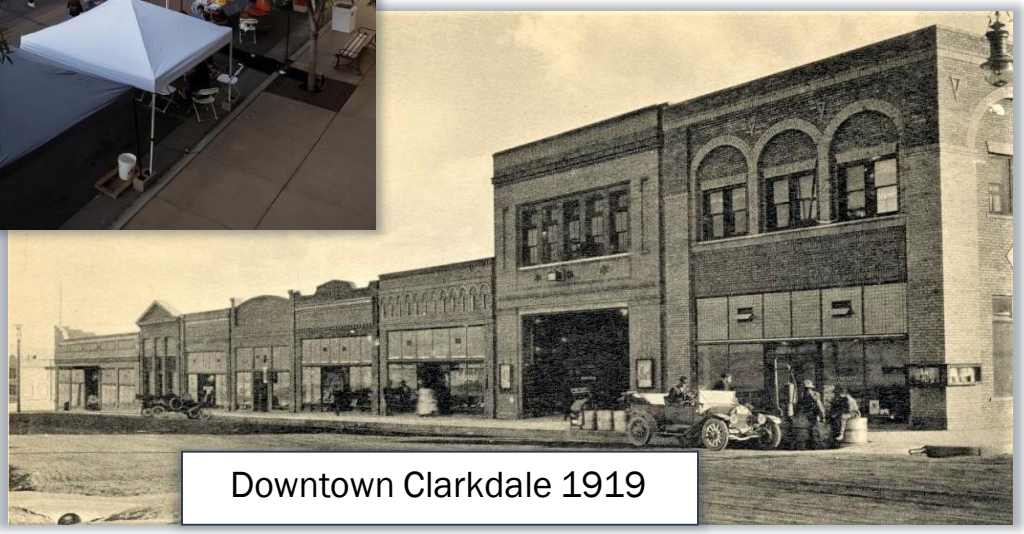
Figure LU-12B: Central Business District Land Use Designation Acreage

Central Business District (CB)	Gross Acreage	Vacant Acreage
Single Family Residential Alternative (R1A) (Multifamily only)	2.37	0
Single Family and Limited Multiple Family Residential (R2)	0	0
Multiple Family Residential (R3)	0	0
Neighborhood Commercial (NC)/Commercial Light (C1)	0	0
Commercial Business District	30	9
Commercial	4.5	4.5
TOTAL	36.87	13.5

Source: Town of Clarkdale Zoning Code

Downtown Clarkdale 2019





Downtown Clarkdale 1919

Neighborhood Commercial (NC): The purpose of this classification is to provide for convenient goods and services for the residents of Clarkdale and surrounding areas. Appropriate uses would be offices, banks, retail intended to serve the local market, salons, wineries—businesses that meet the daily needs of the citizens of the town and generate less traffic, noise, and congestion than those uses assigned to a heavier class of uses typically found in close proximity to highways and other major transportation corridors.

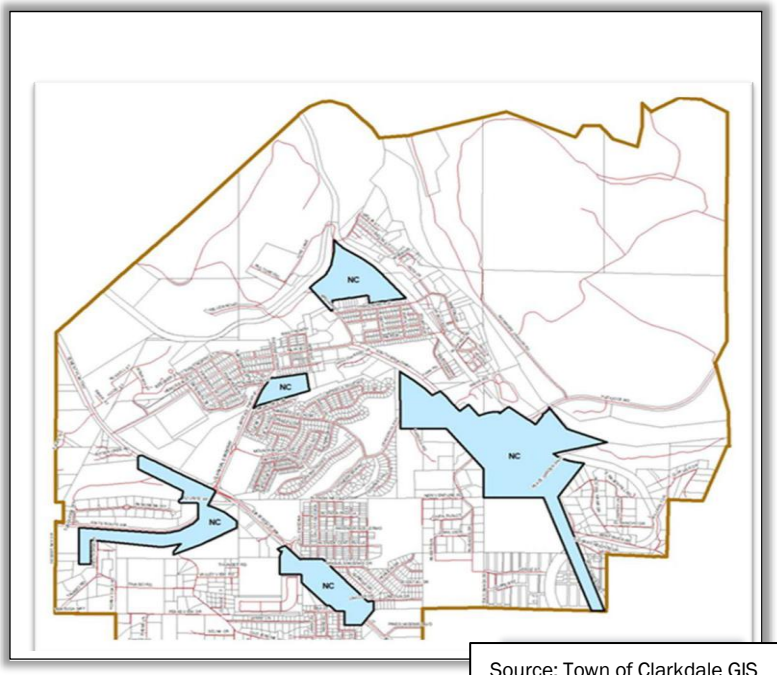
Future General Plan Amendments that propose re-designation of land to NC should be considered only as a component of a development plan or proposal. Proximity to concentrations of residential development should be a priority; the ability to access the project via pedestrian, bicycle, or other alternative modes of transportation should also be prioritized. Floor Area Ratios of 1.0 or less are recommended; increases can be granted when special circumstances exist.

This designation is currently assigned to approximately 187 acres in five (5) areas around Clarkdale: Broadway/Patio Park/Lower Clarkdale; along Broadway near Park Road to the boundary with Cottonwood; SR 89A/Cement Plant Road/Clarkdale Parkway; First South Street alley to Mountain

Gate; and State Route 89A from Centerville Road to Lisa Street. Of the total acreage, approximately 25 acres are developed; the balance remains vacant.

Note: Neighborhood Commercial (NC) designations shown on this map are legacy terms and shall be interpreted in accordance with Section 2.3 of the Land Use Element.

Figure LU-13A: Neighborhood Commercial Land Use Map



Source: Town of Clarkdale GIS



Olsen's Feed Store - Neighborhood Commercial

Figure LU-13B: Neighborhood Commercial Land Use Acreage

Appropriate Zoning Districts	Gross Acreage	Vacant Acreage
Single Family and Limited Multiple Family Residential (R2)*	0	0
Multiple Family Residential (R3)	0	0
Neighborhood Commercial (NC)/Commercial Light (C1)	0	0
Commercial	281	253
TOTAL	281	253

*Multiple Family Only

Highway Commercial (HC): The purpose of the Highway Commercial designation is to group those uses that are more dependent on automobiles and transit systems together to provide separation between residential neighborhoods and more intensive commercial uses that attract users from a regional as well as local base. Appropriate uses in this classification would be hotels and motels, large retailers with a regional draw, gas stations, hospitals, and other uses that are typically located along major arterials.

Expansion of the HC land use designation should be limited to those areas currently designated as NC, or as a component of a master-planned development or plan. Adjacency to major transportation corridors should also be a consideration, as should the impact of traffic on nearby residential neighborhoods. Floor Area Ratios of 1.0 or less are recommended; increases can be granted when special circumstances exist.

Lands currently assigned this designation are largely located in close proximity to the Crossroads at Mingus, Foothills Terrace, and Mingus Shadows residential subdivisions, and can also serve the Mountain Gate and Centerville subdivisions nearby.

Note: Highway Commercial (HC) designations shown on this map are legacy terms and shall be interpreted in accordance with Section 2.3 of the Land Use Element.

Figure LU-14: Highway Commercial Land Use Designation Map



Source: Town of Clarkdale GIS

Figure LU-14B: Highway Commercial Land Use Designation Acreage

Highway Commercial (HC)	Gross Acreage	Vacant Acreage
Single Family and Limited Multiple Family Residential (R2)*	0	0
Multiple Family Residential (R3)	0	0
Highway Commercial (HC)/Commercial Medium (C2)	0	0
Commercial	281	253
TOTAL	281	253

*Multiple Family Only

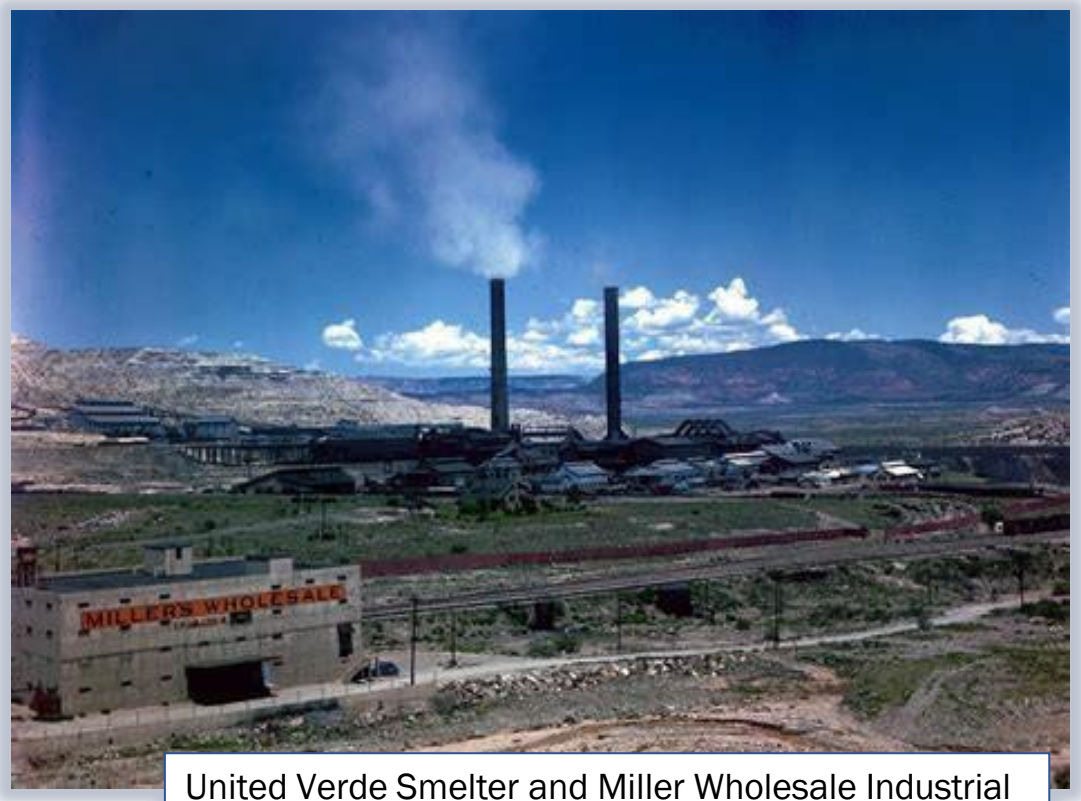


#1 Food Store – Highway Commercial

Industrial

Industrial Land Use designations provide for proper siting of uses that are not compatible with residential neighborhoods as the inherent effects of the industrial uses can negatively impact uses in adjoining lower intensity areas. Factors influencing the determination of uses include traffic, noise, odors, and other effects incompatible with residential living or other neighborhood-oriented uses. They are further classified as heavy and light, as the dust, noise, and vibrations caused by heavy industrial activities are not desirable close to less intense residential and commercial uses. Typical uses found in industrial areas would include freight yards, storage, manufacturing, lumber milling, aggregate mining, and the like.

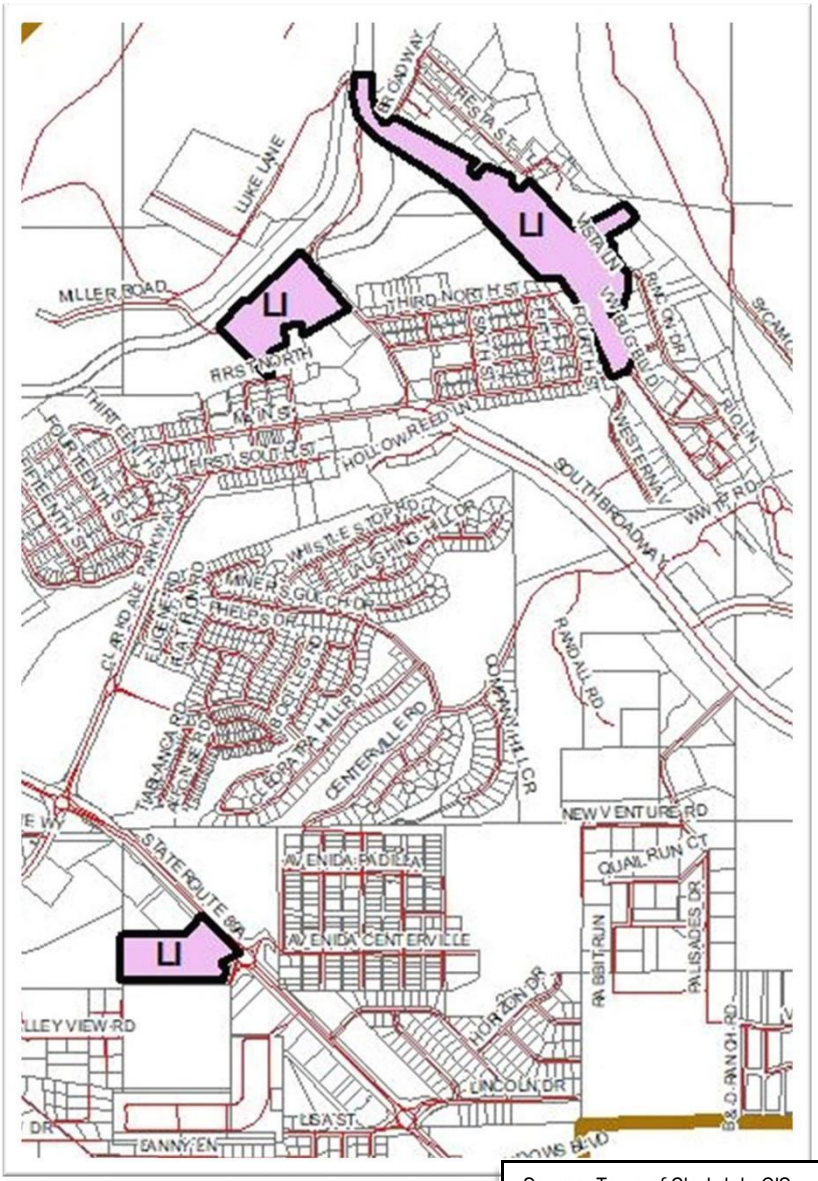
For the Industrial land use designation, the Zoning Table sets forth the appropriate districts for each designation, along with the approximate acreage allocated to that district. Gross Acreage represents the estimated acreage within the designation allocated to a specific zoning district; Vacant Acreage represents the undeveloped lands assigned that zoning district. The recommended Floor Area Ratio is 1.0 for both designations, although increases can be accommodated where special needs exist.



United Verde Smelter and Miller Wholesale Industrial

Light Industrial/Industrial Park (LI/IP): This land use designation is intended to provide for those uses such as light manufacturing, warehousing, distribution, self-storage units, and similar businesses that generate less noise, dust, and odor than heavier industrial uses. This designation is also intended to buffer the Heavy Industrial (HI) classification from other less intensive land uses.

Figure LU-15 A: Light Industrial/Industrial Park Land Use Designation Map



Source: Town of Clarkdale GIS

Re-designation of land to the LI/IP designation should focus on those lands already zoned Industrial or located near the boundaries of the Heavy Industrial designation. Direct access to major arterials and transportation should also be considered.

Lands carrying this designation can be found in the Patio Park area, southwest of the Broadway/Miller intersection, and along State Route 89A near the cemetery.

Figure LU-15 B: Light Industrial/Industrial Park Land Use Acreage

Appropriate Zoning Districts	Gross Acreage	Vacant Acreage
Industrial	35	13.55
TOTAL	35	13.55

Source: Town of Clarkdale GIS



Bent River Machine – Light Industrial

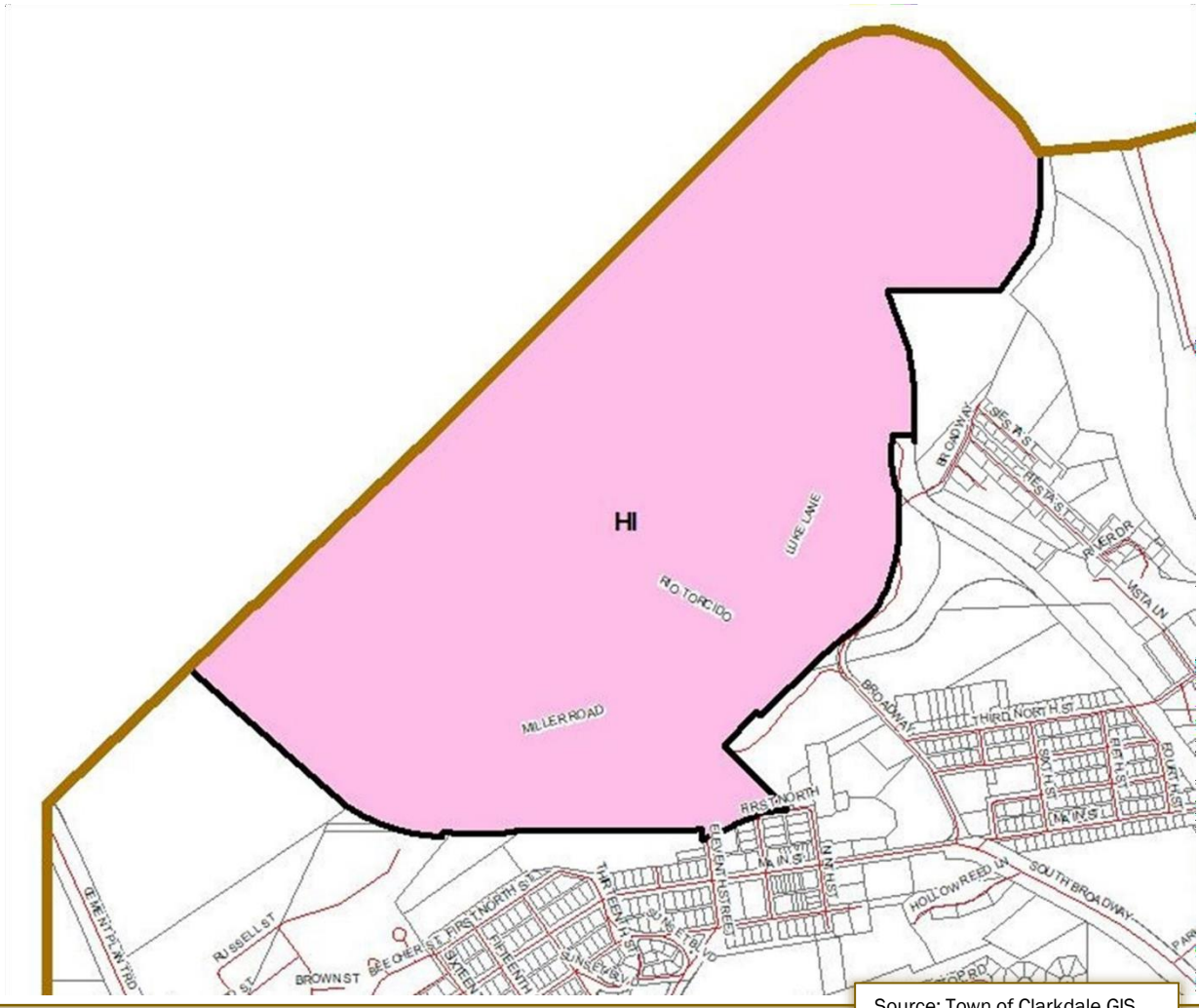


Mold-In Graphics – Light Industrial

Heavy Industrial (HI): Intended for the most consequential manufacturing and related uses, the Heavy Industrial designation allows for uses such as gravel and mining operations, contractor storage yards, and large-scale manufacturing facilities. Heavy industrial uses are defined as such based on the traffic generated by employees and movement of raw materials, component parts, and products manufactured, outdoor storage of equipment and materials, and generation of noise, dust, odors, and other effects that may negatively impact other uses nearby.

Requests to amend the land use designation to HI should strongly consider the impact of the use on the surrounding areas. These uses are not intended to be located near residential neighborhoods, but rather locate as removed from residential areas as possible. Proximity to major transportation corridors, including the railway, should also be a primary consideration.

Figure LU-16A: Heavy Industrial Land Use Designation Map



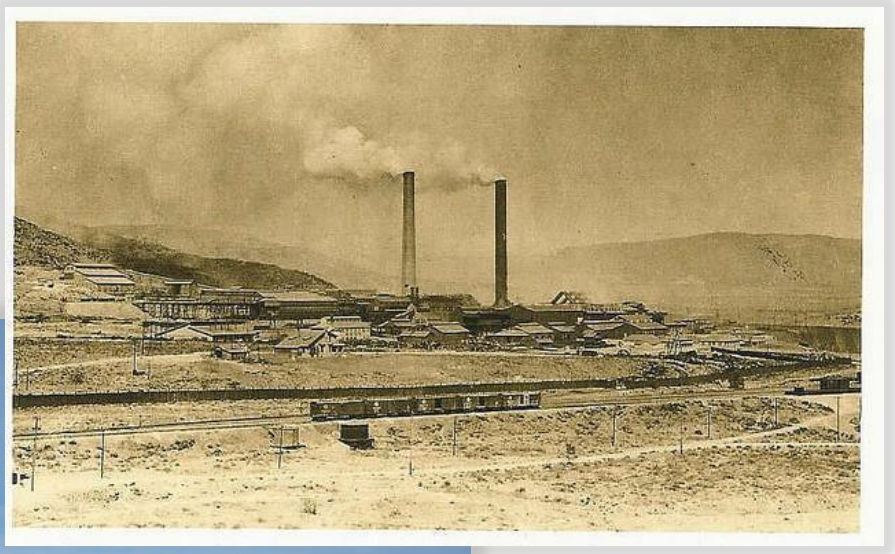
Source: Town of Clarkdale GIS

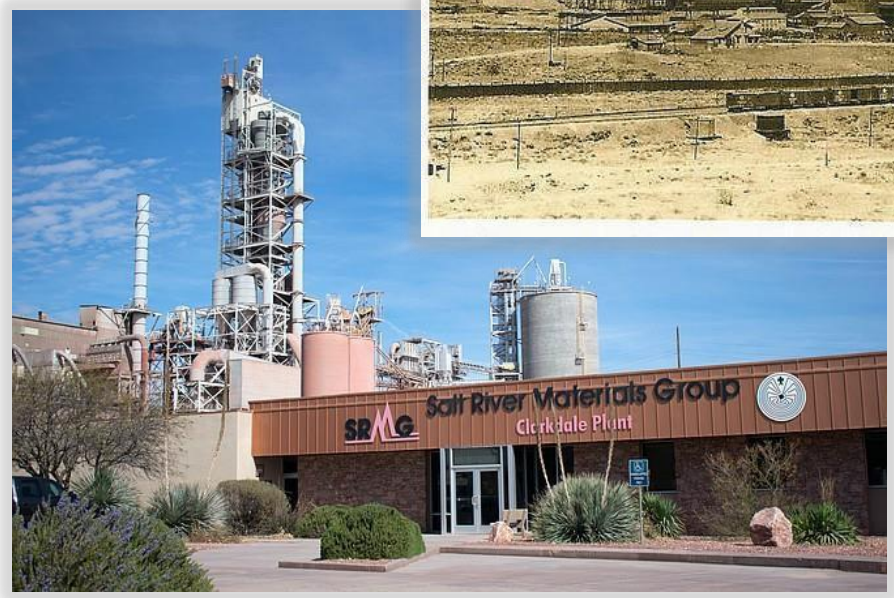
The current HI land use classification is applied to a single location in the northwest corner of the town near the intersection of Broadway and Miller Roads and includes much of the former smelting operation and rail yard area associated with Phelps-Dodge and Freeport-McMoRan.

Figure LU-16B: Heavy Industrial Land Use Designation Acreage

Heavy Industrial (HI)	Gross Acreage	Vacant Acreage
Industrial	397	304
TOTAL	397	304

Source: Town of Clarkdale GIS



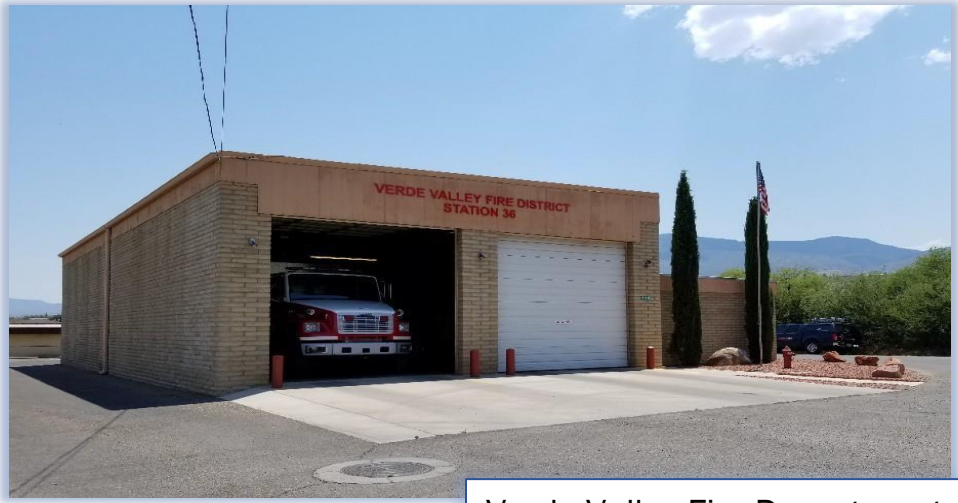


Other Land Use Designations

Unlike the previous groups of designations, this category includes the classifications that do not fit into the broad definitions of residential, commercial, or industrial land use. As such, each one has a narrow band of uses generally dictated by ownership, physical configuration, or are defined by a master planning document that further regulates development.



Crossroads at Mingus – Planned Area Development

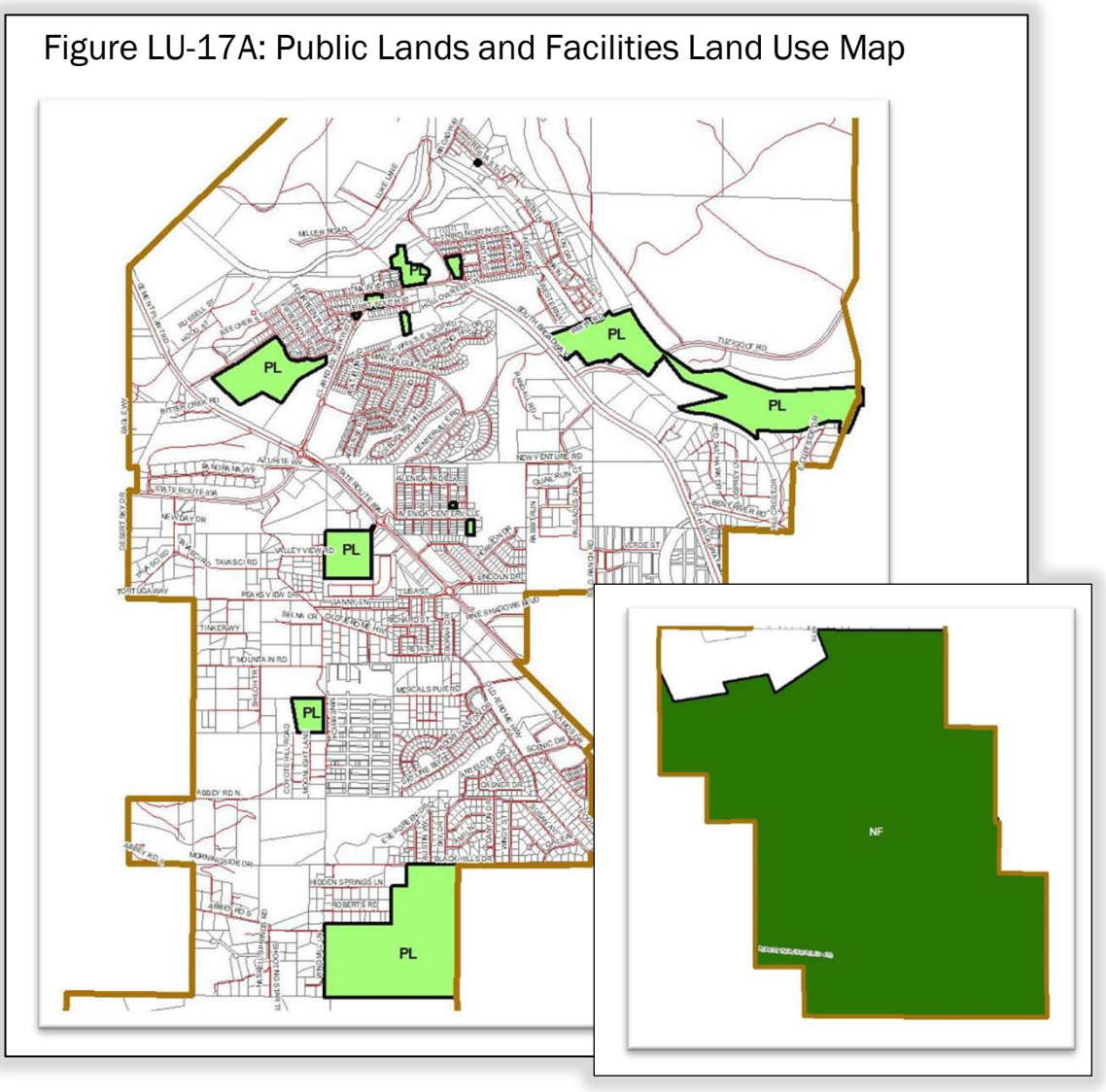


Verde Valley Fire Department – Public Lands

Public Lands and Facilities (PI):

Lands in this classification are limited to those owned by a political subdivision of the State of Arizona or the federal government. Their singular purpose is to meet the public's needs for schools, municipal offices and facilities, parks, and other such uses.

Figure LU-17A: Public Lands and Facilities Land Use Map



Future General Plan Amendments to change land use designations to PL should be those owned by the entities outlined above. With respect to recreational facilities, the proximity of the proposed lands to existing recreational facilities or connection thereto should be considered. Those lands used for municipal utilities should be so located to maximize their utility to existing water and sewer systems. Proposed expansion of areas dedicated to public schools should also consider pedestrian access between the school site and the neighborhoods they serve.

Currently, there are a number of underlying zoning districts that also carry the PL land use designation, which encompasses 325 acres throughout Clarkdale. In addition, the Prescott National Forest (formerly designated as National Forest) covers 1,682 acres that provide recreational and open space for residents and visitors alike.



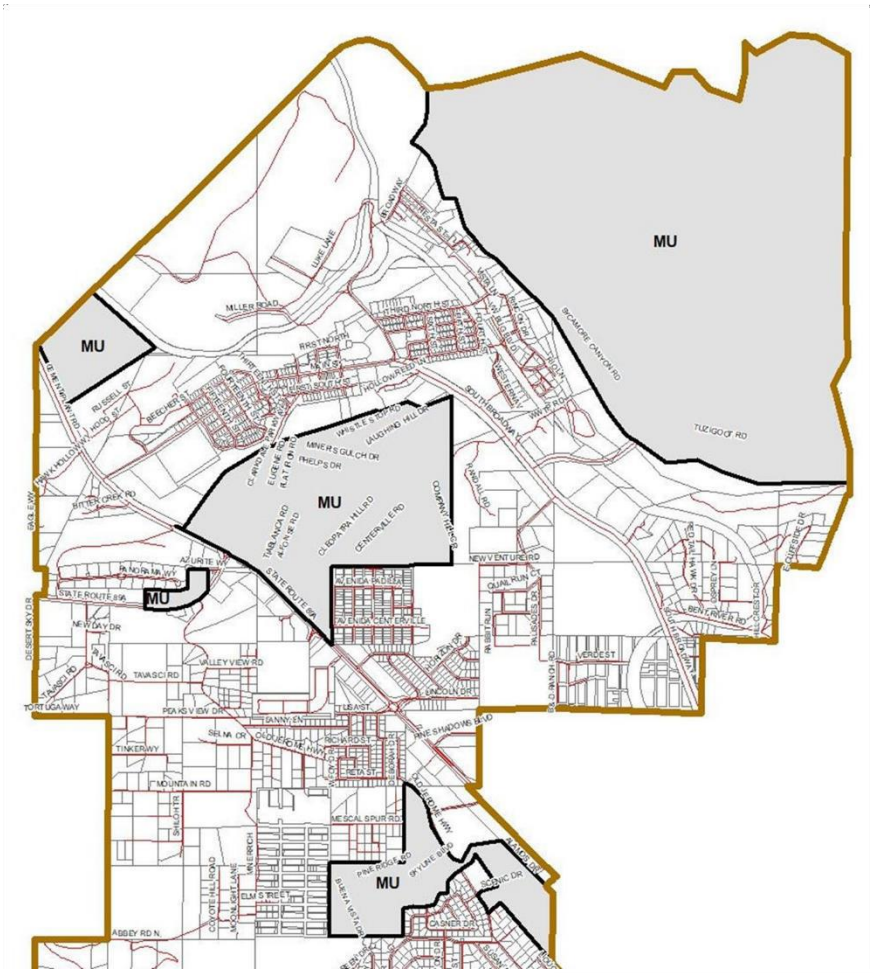
Clark Memorial Clubhouse -Public Land



Town Square Park -Public Land

Mixed Use/Planned Area Development (MU/PAD): The purpose of the Mixed Use/Planned Area Development designation is to provide areas specifically intended to support mixed use developments. Mixed Use districts can include any combination of residential, commercial, or industrial zoning districts. The Planned Area Development requires the creation and approval of a Final Development Plan (FDP) as part of the project approval process. Where a Mixed-Use development can be held to the strict interpretation of the underlying zoning districts, Planned Area Developments can provide flexibility in design and configuration of uses.

Figure LU-18A: Mixed Use/Planned Area Development



Source: Town of Clarkdale GIS

It is strongly recommended that future designation of lands to this land use classification requires a master development plan or final development plan in conjunction with a General Plan Amendment application, as well as a Development Agreement that sets forth the terms, phasing, and obligations of the Town and developer. Consideration should also be given to the impacts of proposed development on existing transportation and circulation systems, municipal utilities, parks and recreation facilities, and other public services.

Currently, the areas carrying this designation include the Mountain Gate and Crossroads at Mingus neighborhoods, a 50-acre parcel owned by the Salt River-Pima, and the proposed Verde Valley Ranch project. In total, nearly 1,335 acres are entitled to develop as mixed uses; of that, approximately 325 acres have already been developed

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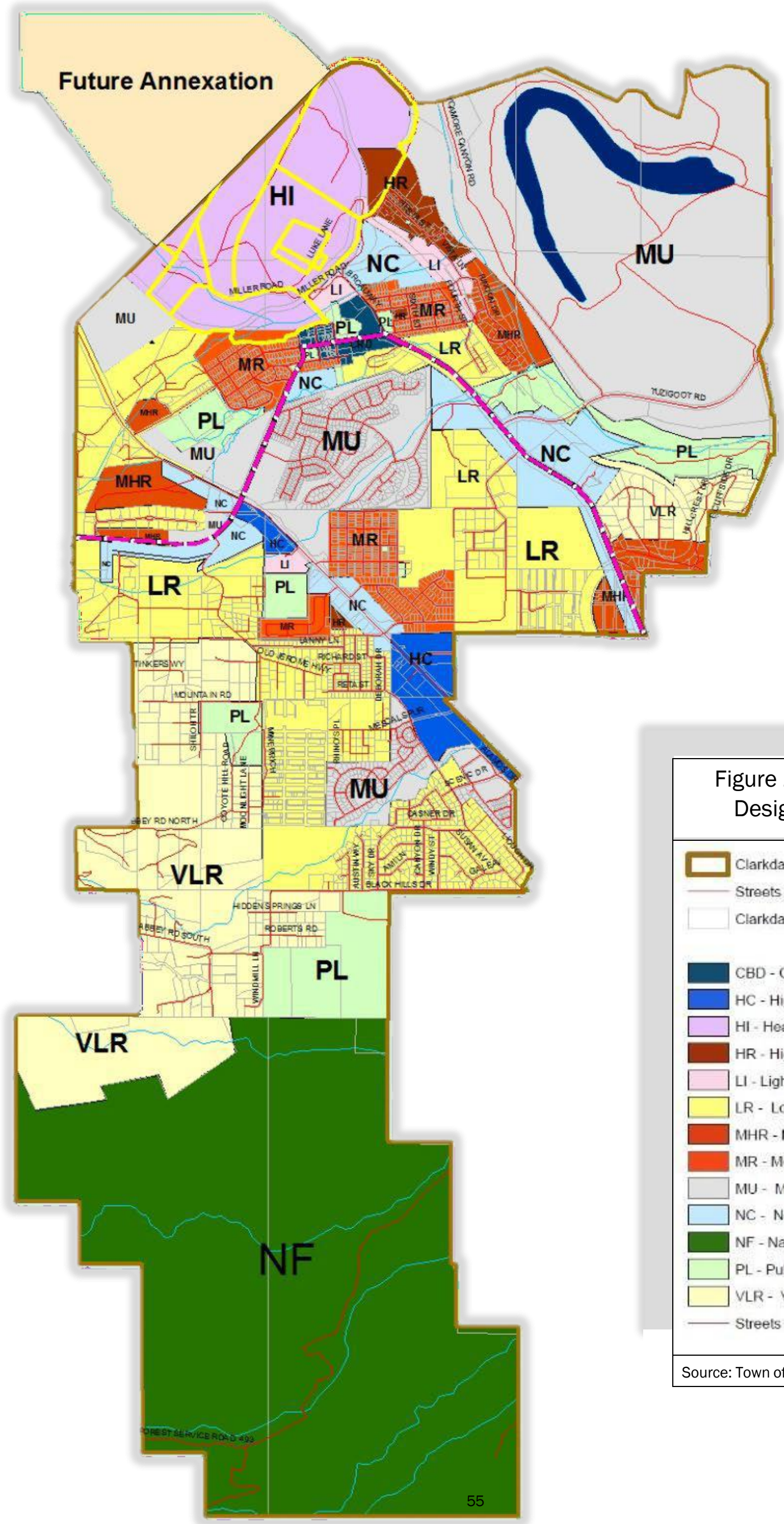


Figure 19: Land Use Designation Map

Source: Town of Clarkdale GIS

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2.4 Aggregate Mining Operations

In 2011, the Arizona State Legislature approved the Aggregate Protection Act, which requires jurisdictions to identify nearby aggregate operations and prevent the siting of incompatible uses in close proximity to them.

While there are no active mines within the town boundaries, Phoenix Cement Plant and Clarkdale Plant 24 have been identified by the Arizona Department of Mines and Mineral Resources as aggregate mining operations. Given their proximity to the town boundary, development in the area surrounding these operations should be limited to those uses that are compatible with similar heavy industrial uses.



Source: Arizona Geological Survey, AzDMMR

2.5 Guiding Principles, Goals, and Policies

The purpose of this section is to set forth the Guiding Principles and policies that provide a framework for development of goals and policies to implement the intent of the land use designations and resulting land use plan.

Guiding Principles

1) Careful planning to ensure compatibility of new development with the existing built environment is critical to maintaining the sense of place that is Clarkdale.
2) Maintaining a balanced mix of land uses is key to a balanced, well-planned community.
3) Implementation of Clarkdale's Sustainability Guidelines is central to the preservation of the environment and natural resources that abound in Clarkdale.
4) Preservation and enhancement of the historic nature, features, and aesthetic of Clarkdale benefits the Town economically and experientially.

LUP 1: Resolve conflicts where Land Use Designations and Zoning Districts are not congruent with one another. In these instances, rezoning to the appropriate district should be a requirement of any development agreement, master plan approval, general plan amendment, zone change, or other legislative action.

Action 1: Work with landowners in the 89A corridor and Industrial Park area to correct conflicts when zoning districts do not support the land use designations assigned to a property.

LUP 2: Ensure new development is consistent with proximal existing neighborhoods and development, established circulation corridors, open spaces, and the Town's Sustainability Plan.

Goal 1: Protect residential neighborhoods from incompatible uses by implementing buffering measures that mitigate detrimental impacts. Buffers should include landscaping, barrier walls, open space, trails and bike/ped pathways, or increased building setbacks.

Goal 2: Discourage degradation of existing residential neighborhoods by enforcement of property maintenance codes, considerate infill of vacant lots, and eliminating blight, neglect, and uses that can be a threat to public safety.

Goal 3: Prioritize the use of draws, washes, and other natural features to buffer developments from each other. Incentivize development of challenged terrain by providing density bonuses for undevelopable areas that are dedicated to preservation of their natural state.

Goal 4: Ensure that proposed development is compatible with existing development both in terms of density and intensity.

Goal 5: Provide density bonuses for those projects that implement Clarkdale's Sustainability Plan's most rigorous requirements for water conservation.

Goal 6: Encourage mixed-use developments that provide more sustainable housing options, including multi-family projects that are in proximity to employment centers, transportation corridors, and schools.

Goal 7: Focus on preservation of clean air in Clarkdale

Goal 8: Ensure new construction does not impede existing solar energy systems and, where possible, expands their use.

LUP 3: Provide for a variety in housing options across economic and configurational strata that creates a balance of residential units to accommodate the changing needs of Clarkdale residents.

Goal 1: Incentivize development of affordable housing through density bonuses for unit set-asides for low/moderate income households.

Goal 2: Support uses of land owned by schools, churches, and other organizations for innovative affordable housing development.

LUP 4: Development along SR-89A should serve both regional and local demands for goods and services.

Goal 1: Encourage cluster development that includes a mix of retail, office, and professional uses.

Goal 2: Neighborhood commercial development should be accessible by pedestrians, bicyclists, and others using alternative modes of transportation.

Goal 3: Neighborhood and highway commercial nodes should be easily accessible by local and regional transit systems.

LUP 5: Support development in the Industrial land use designation that creates additional employment opportunities for residents of Clarkdale.

LUP 6: Identify existing aggregate mining areas that are in production or proposed for production.

Goal 1: Avoid siting incompatible uses near active aggregate mining operations.

Goal 2: When expansion of existing aggregate mining operations or operations commence on identified aggregate mining areas, require the operations to buffer and screen the sites for maximum mitigation on adjacent incompatible uses.

REDLINED

Chapter 2: Land Use Element

"...designates the proposed general distribution and location and extent of such uses of the land for housing, business, industry, agriculture, recreation, education, public buildings and grounds, open space and other categories of public and private uses of land as may be appropriate to the municipality."

- Arizona Revised Statutes, Title 9

The purpose of the Land Use Element is to classify land by use for all lands within the corporate boundary of the Town of Clarkdale. The description of these uses provides broad guidance relative to development potential and assigns the relevant zoning districts to each designation. This element lays the foundation for future growth areas and the uses appropriate in those areas by clustering compatible zoning districts into broad land use categories. In so doing, it reduces the potential conflicts that can occur by providing transitional zoning and land use classes, buffering incompatible uses from each other.

This chapter is divided into 3 sections: Current Conditions, Zoning Districts, Land Use Designations. Each section will describe the uses and activities permitted in a given zoning district, and how those relate to each other based on density, intensity, and compatibility.

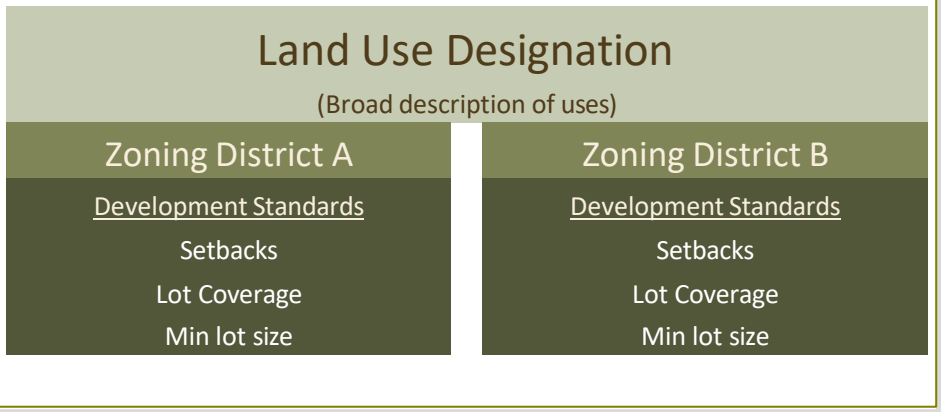
2.1 Current Conditions

Land use and zoning regulations in Clarkdale predate the landmark Supreme Court decision which established the practice of zoning in the United States. As the first master-planned community in Arizona, configuring the town's physical arrangement into areas that grouped compatible uses together only made sense. The centralized location of the business block and clubhouse between Upper and Lower Clarkdale made it convenient for families to access, while locating the smelter, railroad, and other uses that supported it further removed from residential neighborhoods lessened their negative impacts on the community.

Currently, Clarkdale's Zoning Ordinance employs 13 zoning and three (3) overlay districts, which regulate the manner and placement of similar functions within a given district. Residential zoning districts tend to be found in close proximity to one another on the zoning map, with higher density zoning districts closer to lower density commercial uses, in effect buffering the commercial uses from the lower density residential uses. Similarly, commercial and industrial uses are clustered together to better preserve the character of residential neighborhoods throughout Clarkdale.

The relationship between Land Use Designations and zoning districts is hierarchical in nature. Land Use Designations provide general descriptions and speak to broad categories of uses such as regional commercial, industrial, and open space. Zoning districts provide lists of specific uses appropriate in that district, along with development standards that regulate the manner and placement of uses on specific sites.

Figure LU-1: Land Use Designations and Zoning



The General Plan 2012 set forth 13 Land Use Designations, providing general guidance with respect to the location of uses throughout Town. Of those, the National Forest (NF) designation has been combined with the Public Lands (PL) designation as they essentially serve the same purpose; should the Prescott National Forest lands activated for exchange lands in the future, changing the land use designation will not have an impact—a General Plan Amendment (GPA) would be required for development purposes.

Conflicts exist between the Commercial, Neighborhood Commercial, and Highway Commercial land use designations and underlying zoning. For example, the majority of the land along SR 89A is zoned Commercial, which means all uses in the Commercial zoning district can be used. The Neighborhood and Highway Commercial land use designations only speak to broad uses and lack specificity with respect to appropriate zoning districts. Similarly, the town employs only one (1) Industrial zoning district, relying on the less definitive land use designations of Industrial Light and Industrial Heavy to differentiate uses. Throughout this element, recommendations have been made to clarify the appropriateness of zoning districts in land use designations, and a policy included in Section 2.5 Guiding Principles, Goals, and Strategies.

Specific Area Plans

By virtue of its topographical configuration and historic development patterns, Clarkdale has several distinct neighborhoods that require special consideration with respect to planning and preservation of their unique features. Developed as Focus Area Plans, the Specific Area Plans will be further discussed in the Community Design Element. Summarized below, these plans provide additional guidance with respect to development in the following areas:

Central Business District: Originally adopted by Town Council in August of 2018, this plan focuses on the historic Main Street area between 11th Street and Broadway. Recently, work by the Arizona State University School of Geographical Sciences and Urban Planning in conjunction with the Town of Clarkdale and stakeholders in the community resulted in a detailed set of design principles and guidelines to preserve and revitalize the area. The document entitled "Design Principals and

Guidelines for the Town of Clarkdale's Downtown District and 89A Commercial Corridor" has been appended to the General Plan and made a part of it to ensure the guidelines and principles are instituted in the planning process.

State Route 89A: SR 89A bisects Clarkdale diagonally from northwest to southeast and is the major arterial for moving goods and residents through the Jerome/Clarkdale/Cottonwood corridor. Extending approximately two (2) miles through Clarkdale, it is segmented into four (4) subsections that are defined by roundabouts: Jerome (boundary) to Clarkdale Parkway; Clarkdale Parkway to Centerville; Centerville to Lisa; and Lisa to Scenic Drive. While there are scattered single-structure commercial uses along the west side of the highway, the area is largely undeveloped. Deep washes and drainage swales coupled with limited roadway access points further complicate development along this corridor. This area was also included in the ASU Study referenced above, and the resulting design principals and guidelines provide a clear framework for development of this important arterial roadway; they are also included in the document attached as an Appendix.

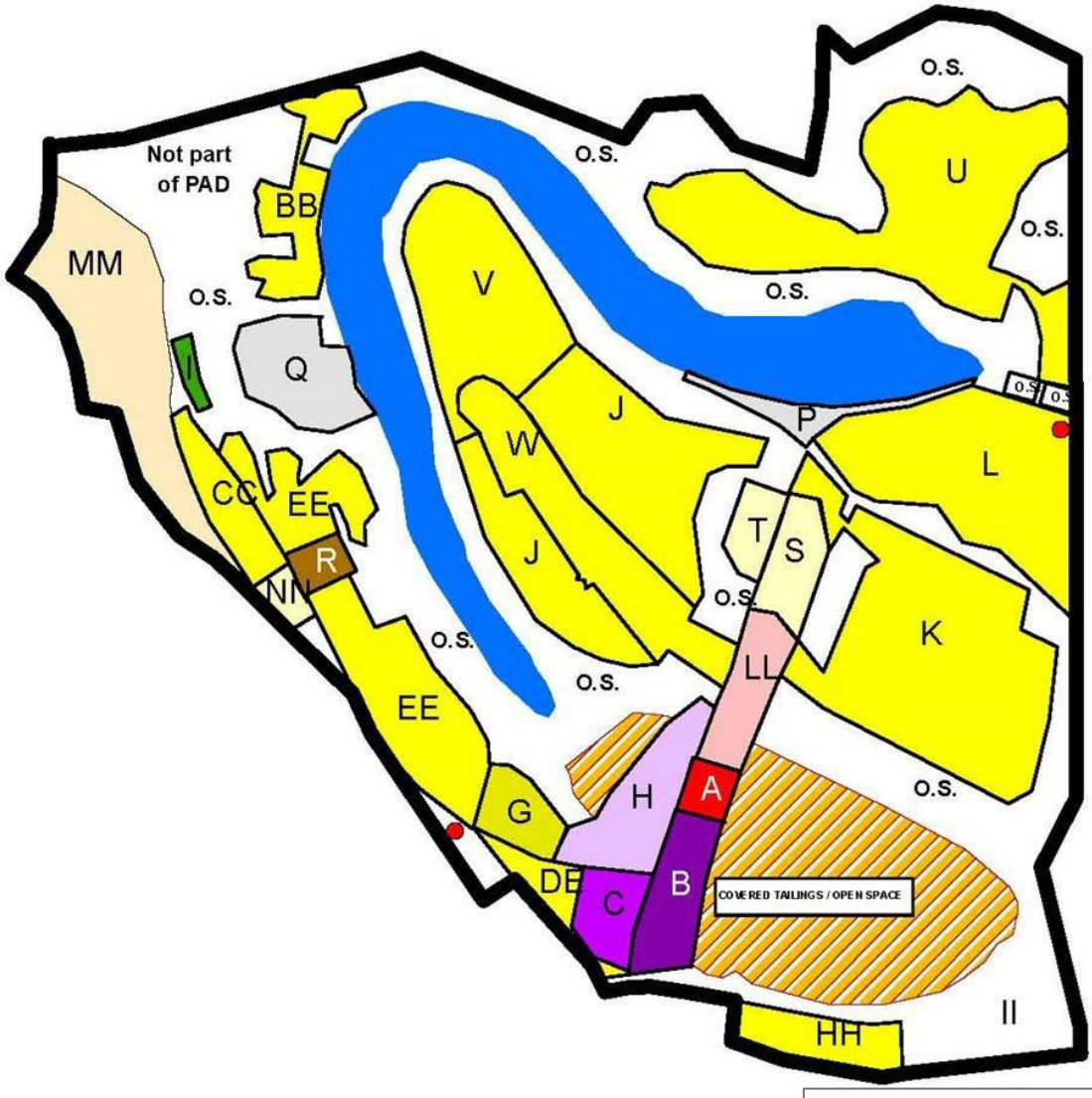
Broadway Corridor: Approximately 1.6 miles in length, Broadway connects Historic Downtown Clarkdale to Old Town Cottonwood. Originally constructed in 1927 as part of SR 89A, it was dedicated to the Town when the Arizona Department of Transportation (ADOT) realigned SR 89A to its current configuration. Recognized by ADOT as a Scenic and Historic Highway, specific design guidelines have been adopted to protect the viewsheds that set this corridor apart from typical modern thoroughfares. The wide right-of-way provides ample space for bike/ped uses, providing connectivity between Clarkdale's historic downtown and the numerous recreational opportunities in the area.

Bitter Creek Industrial Park: Historically, this area is where they heaviest of operations related to the smelter were conducted. The Plan area encompasses approximately 400 acres, all zoned Industrial and carrying the Heavy Industrial land use designation. In total, there are 15 parcels of land owned by eight (8) separate entities, including the Town of Clarkdale. Unlike most rural communities, Clarkdale's rail access sets it apart with respect to economic development potential. Currently, the Verde Valley Train runs out of the station adjacent to North Broadway; it is an important economic driver for tourism in Clarkdale. Expansion of it and other passenger and freight uses would provide additional employment opportunities for current and future residents of the Town, as would further development of the Park. Of critical importance is the extension of Broadway/Luke Lane from its current termination point to intersect with Cement Plant Road. Grant funding from sources such as the Economic Development Administration's (EDA) Public Works and Economic Adjustment program, United States Department of Agriculture's (USDA) Rural Development Program (RD), and private foundation grants should offset a significant portion of the project.

Special Land Use Areas

Peck's Lake/Verde Valley Ranch: During the heyday of the mining and smelting industries in the Verde Valley, Phelps-Dodge and Freeport-McMoRan owned a majority of the land in Clarkdale as well as large tracts of land outside the town boundary. Phelps-Dodge and Freeport-McMoRan have maintained ownership of approximately 950 acres surrounding Peck's Lake and in 1991, reached an agreement for development of Verde Valley Ranch. While the agreement has subsequently been amended, the boundaries of the development remain largely unchanged.

Figure LU-2: Verde Valley Ranch Planned Area Development



Source: Town of Clarkdale GIS

The scale of this project relative to the area of the town impacts the distribution of acreage in terms of land use designations and zoning districts. Of the approximately 977 acres within the approved Planned Area Development, about 350 acres (347.4) have been allocated to residential uses, while roughly 30 acres are intended for various commercial uses, and the balance is dedicated to open space and golf course use. The area currently carries a Mixed-Use land use designation with an underlying Planned Area Development (PAD) zoning district.

When complete, this development will add 900 residential units to the town's housing stock, and approximately 1.75 million square feet of commercial and retail space, and just over 200 acres dedicated to a new golf course and related amenities. This development will have a significant impact on vehicular circulation as access is currently limited to North Broadway Street. Future negotiations related to revisions of the approved PAD should consider these impacts and mitigation thereof.





Peck's Lake



2.2 Zoning Districts

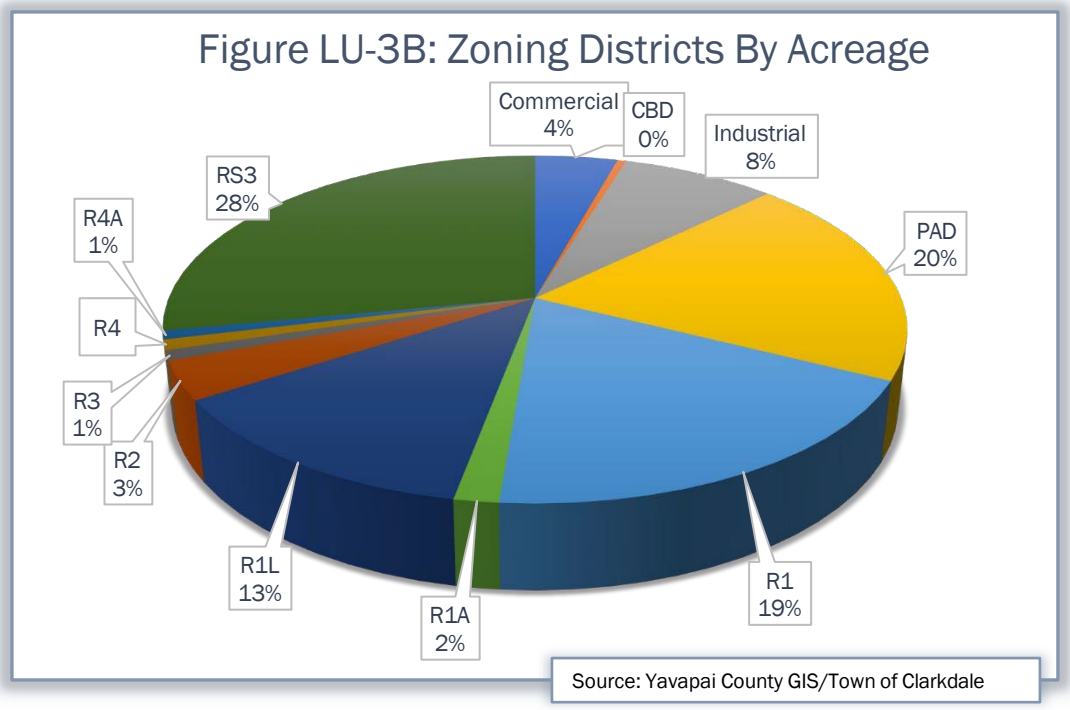
Zoning Districts further define the manner and placement of specific classes of uses. There are eight (8) zoning districts that regulate different types of residential uses, specifying what kind of units are appropriate (single family residential, manufactured housing, multifamily housing) and where on a given lot they can be sited (setbacks, height limitations). Commercial and Industrial zoning districts have an even greater focus on manner and placement as some uses create noise, dust, and vibrations that can be detrimental to adjoining properties. Creating adequate separations between uses and grouping similar uses together can minimize negative impacts between neighbors.

Residential zoning districts comprise the greatest area by zoning, accounting for 4,450 acres or just over 2/3rds (67%) of the land area in Clarkdale. Those areas assigned the Planned Area Development (PAD) zoning district represent 1,305 acres, which represent a mix of residential and commercial uses. Industrial zoning has been assigned to approximately 525 acres, most of which is in the area surrounding the railway facilities in the northeast corner of town. For the most part, the 281 acres along SR 89A carries Commercial zoning; the historic downtown rounds out the land area zoned for commercial uses under its Central Business District (CBD) zoning.

Figure LU-3A: Zoning Districts by Acreage

R1	1,240	R2	236	R4A	52	CBD	30
R1A	109	R3	61	RS3	1,846	I	525
R1L	844	R4	63	C	281	PAD	1,305

Source: Yavapai County GIS/Town of Clarkdale



Residential Zoning Districts

Residential zoning districts are those that regulate development homes or dwelling units on a given lot or parcel. These districts generally fall into three (3) subtypes: Single Family Site-Built, Modular or Manufactured, and Multi-family.

Single Family Residential (R1): In Clarkdale, this zoning district is limited to site-built homes and related
accessory structures only and is intended to preserve traditional single family residential neighborhoods found within and outside of master-planned residential subdivision developments. Publicly owned parks, day care homes, and minor utility installations are other uses typically found in this zoning district, as are accessory structures such as sheds, garages, and workshops. Minimum lot size is 10,000 square feet (sf) or 4.35 dwelling units per acre

Single Family Residential Alternative (R1A): This zoning district is identical to the district above, but allows smaller minimum lot sizes and allows for townhomes, patio homes, and other higher density single family uses. Minimum lot size is 5,000 sf, or 8.7 dwelling units per acre.

Single Family Residential Limited (R1L): As with the R1 and R1A zoning districts, the intent of the R1L district is to protect traditional single family residential neighborhoods in a more rural setting with a minimum lot size of one (1) acre. Minimum lot size is 43,560 sf, or one (1) dwelling unit per acre.

Suburban Residential (RS3): This zoning district is the lowest density residential zoning district in Clarkdale. It allows for a minimum lot size of three (3) acres, and first allows the siting of churches, synagogues, and other similar structures as permitted uses. Currently, this zoning district is applied only to the 1,683 acres of National Forest land on the south side of Clarkdale. The minimum lot size is 130,680 square feet.

Single Family and Limited Multiple Family Residential (R2): This is the first district where multiple-family dwelling units are permitted but limited to no more than four (4) units per lot. It is intended to provide a transition from large lot single family residential development to a higher density residential use that is not incompatible with single family homes. Minimum lot sizes are 8,000 sf or 5.4 dwelling units per acre for single family residential uses, and 4,000 sf or 10.89 dwelling units per acre for 2, 3, and 4-unit configurations.

Multiple Family Residential (R3): Multiple-family development in structures with more than four (4) dwelling units are first allowed in the R3 zoning district, as well as all uses allowed in the R2 zoning district. This allows a higher density for multi-family development in areas that may have or propose to accommodate single family homes as well as duplex, triplex, and quadplex units. Minimum lot sizes are 8,000 sf or 5.4 dwelling units per acre for single family residential uses; 4,000 sf or 10.89 dwelling units per acre for 2, 3, and 4-unit configurations, and 3,000 sf or 14.5 dwelling units per acre for multifamily developments.

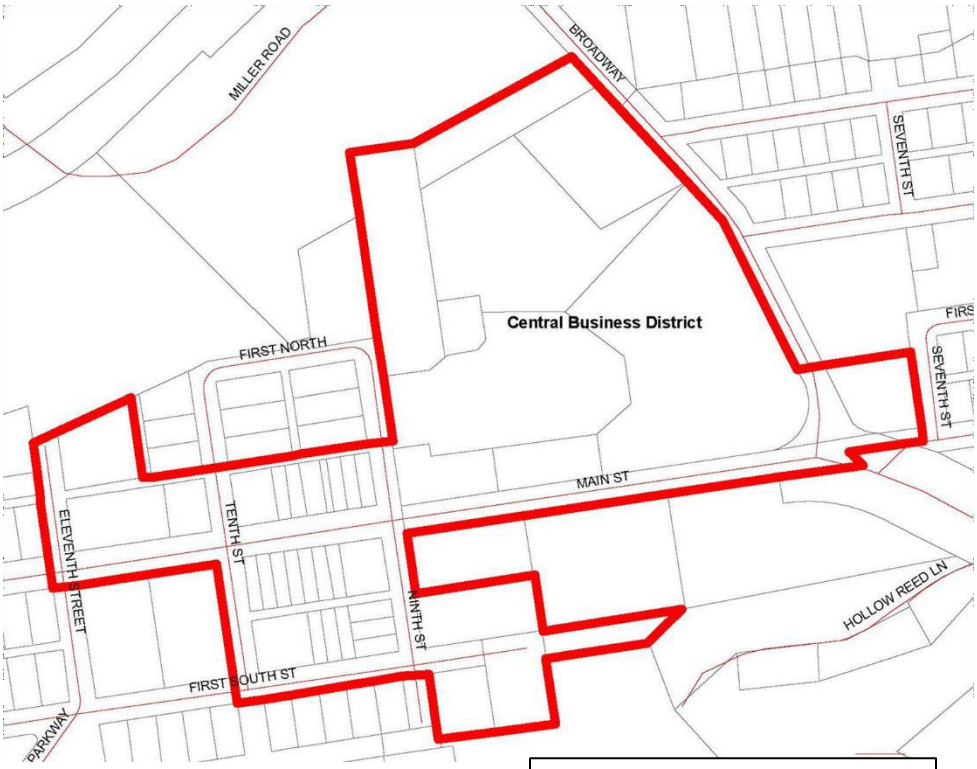
Manufactured Home Residential (R4): This zoning district first allows the siting of manufactured homes in both subdivisions and lot-rental parks, as well as RV parks. The density is higher than most single- family homes, providing for five (5) to eight (8) units per acre. The minimum lot size for a manufactured housing park is 5,000 sf, or 8.7 dwelling units per acre, while subdivisions are set at an 8,000 sf minimum lot size, or 5.4 dwelling units per acre.

Manufactured Home Residential Alternate (R4A): In addition to the manufactured home subdivisions and parks permitted in the R4 district, this zone allows for site-built single family residential development. The minimum lot size for a manufactured housing park is 5,000 sf, or 8.7 dwelling units per acre, while manufactured home subdivisions are set at an 8,000 sf minimum lot size, or 5.4 dwelling units per acre.

Commercial Zoning Districts

The Town of Clarkdale employs four (4) commercial zoning districts that regulate the manner and placement of retail, service, and hospitality uses throughout town. These uses are differentiated based on type of business, intensity of use, and potential conflicts with residential uses that may be nearby.

Figure LU-4: Central Business District Zoning District



Source: Town of Clarkdale GIS

Central Business District (CB): This commercial district is applied only in the historic downtown illustrated in Figure LU-4, Central Business District Boundary. It is limited to retail, office, residential, and commercial uses typical of historic downtowns.

Commercial (C): The Commercial zoning district is comprised of 28 permitted uses and ten (10) conditional uses. The uses are typical for a commercial area of moderate density and intensity, and specific performance standards are included to minimize conflict with adjoining zoning and land use districts. This zoning district is predominantly sited along both sides of SR-89A, with a few small parcels in the Central Business District.

Neighborhood Commercial (NC): The purpose of this zoning district is to provide commercial support to adjacent residential neighborhoods. Permitted uses tend to be those with limited hours of operation, lower traffic generation, and are accessible by pedestrians and bicyclists that live nearby.

Highway Commercial (HC): This district is intended to accommodate larger commercial businesses with a regional draw. Sites are generally accessed by automobiles and transit systems; businesses tend to have longer hours of operation, require access to loading docks, and require numerous parking stalls.

Note: the Neighborhood Commercial (NC) and Highway Commercial (HC) districts described above reflect zoning districts in effect at the time of Plan adoption. Under the Town's updated zoning code, these districts have been consolidated into the Commercial (C) district. These descriptions are retained for reference and shall be interpreted in accordance with Subsection 2.3.1 Interpretation of Legacy Commercial Designations.

Industrial Zoning

Industrial districts provide locations for manufacturing, mining, warehousing, and other uses that generate noise, traffic, and other factors that conflict with residential and lighter commercial uses.

Industrial (I): Uses in the Industrial zoning district are those that create dust, noise, vibration, and other side effects that may be detrimental to adjoining uses. As such, they focus on manufacturing, freight and logistics, and warehousing.

Open Space

Open Space is a stand-alone zoning district that applies to those areas that are either not suitable for development due to problems inherent to topography or other physical characteristics or are important lands that need to be preserved to protect unique natural habitats.

Open Space (OS): Intended to support the preservation of undeveloped land, this zoning district allows uses that require few to no structures as permitted uses and limits conditional uses to golf courses, campgrounds, and municipal facilities.

Overlay Districts

Overlay districts provide additional guidance and regulation with respect to development and development standards. Overlay districts can be specific in location (Arts and Entertainment, 89A Commercial Corridor) or in purpose (Planned Area Development). Clarkdale employs two locational overlay districts and one purpose-driven overlay district.

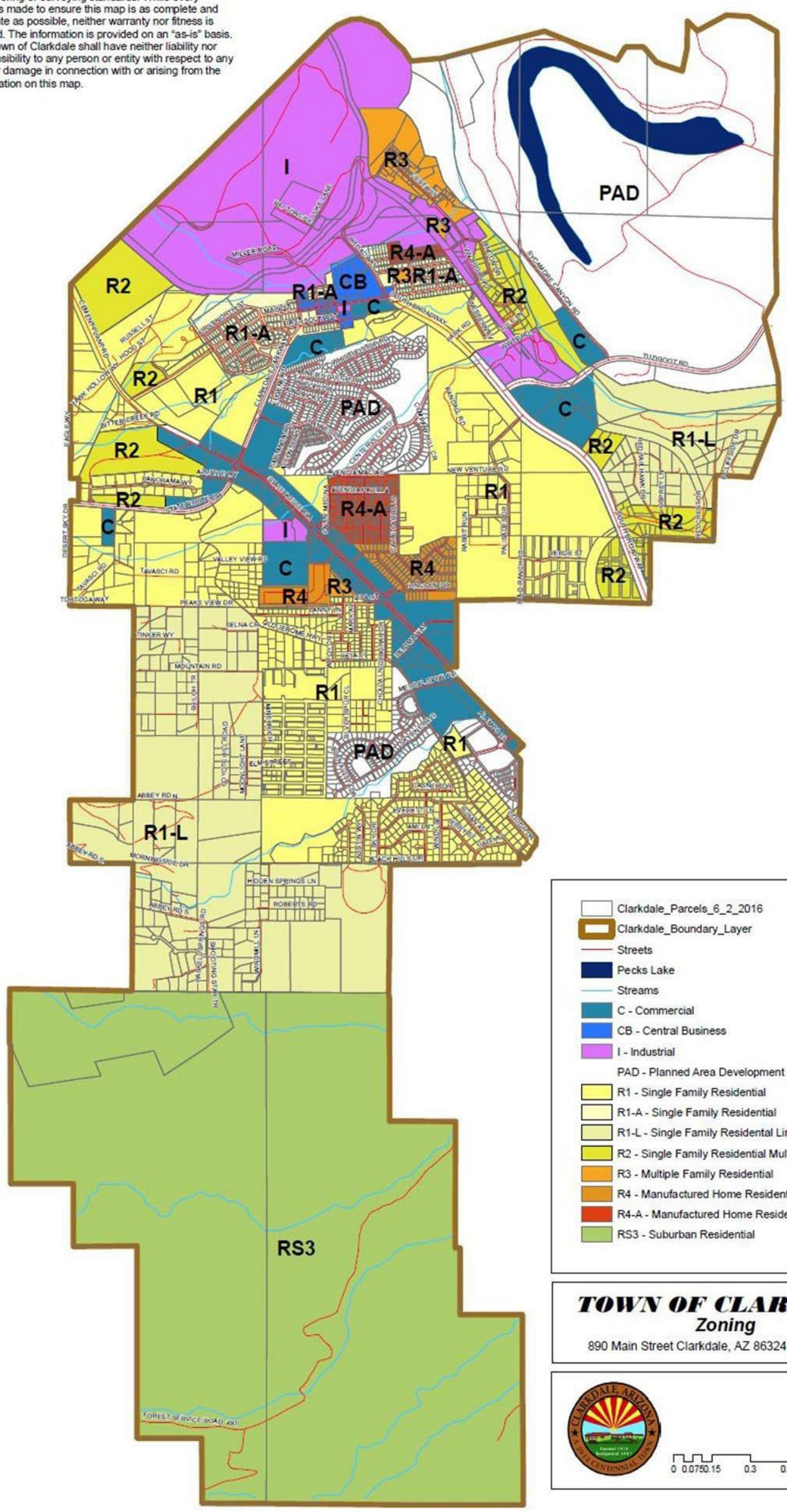
Arts and Entertainment District (AEO): The purpose of this overlay district is to allow those uses related to arts and entertainment within the boundary of the Central Business (CB) zoning district only.

89A Corridor Commercial Overlay (89AO): This overlay district was created to provide additional design and development standards for properties and projects within 500' of the centerline of SR 89A.

Planned Area Development/Planned Unit Development (PAD/PUD): The purpose of this zoning district is to provide flexibility in design for mixed use projects that is not typically achieved within the development standards of the individual zoning districts included in the development.

Zoning districts implementing the General Plan may differ in nomenclature from the land use categories described herein, and such differences are intended to reflect the Town's evolving regulatory framework rather than a change in land use policy.

This map is designed to provide information about Clarkdale, and is prepared for general planning and informational purposes only. It is not accurate to engineering or surveying standards. While every effort is made to ensure this map is as complete and accurate as possible, neither warranty nor fitness is implied. The information is provided on an "as-is" basis. The Town of Clarkdale shall have neither liability nor responsibility to any person or entity with respect to any loss or damage in connection with or arising from the information on this map.



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2.3 Land Use Designations

Land Use Designations represent broad descriptions of uses that are supported by underlying zoning districts. In Clarkdale, there are 13 different land use designations in four (4) different categories: Residential, Commercial and Industrial, Public Lands and Open Space, and Mixed Uses. Within those four (4) categories, the land uses are further classified by the density of development and the intensity of the use.

Density describes the concentration of buildings and structures on a given lot or parcel. For residential designations, it is typically described as dwelling units per acre (DU/A) and each subcategory of residential land use sets a maximum number of dwelling units per acre. For commercial and industrial uses, it is expressed as Floor Area Ratio (FAR), or the ratio of building floor space to the area of a subject property.

Intensity speaks to the impact a given use has on the subject properties and how the use may affect nearby properties. In terms of residential uses, the amount of traffic generated by multifamily projects is greater than single family residential; therefore, multifamily uses are described as more intense than single family uses. For commercial projects, retail uses are generally higher intensity uses as they attract customers throughout the day on an unscheduled basis, where a medical office would have scheduled appointments with a limited number per day, and thus considered a lower intensity use. Similarly, industrial uses that are wholly within an enclosed building are typically less impactful than those where dust, noise, and traffic can create negative effects for surrounding properties.

The relationship between Land Use Designations and zoning districts is hierarchical in nature. Land Use Designations provide general descriptions and speak to broad categories of uses such as regional commercial, industrial, and open space. Zoning districts provide lists of specific uses appropriate in that district, along with development standards that regulate the manner and placement of uses on specific sites.

The area for each land use designation is set forth by category and classification in the figures below. Figure LU-6A: Land Use Designations by Acreage illustrates estimated acreage by classification as a percent, while Figure LU-6B: Land Use Designations by Acreage sets forth the approximate number of acres per classification. Figure LU-7 Land Use and Zoning Matrix defines which zoning districts are appropriate for each land use designation. This information is essential in determining the balance of land uses in Clarkdale and determining where changes in distribution may be necessary.

2.3.1 Interpretation of Legacy Commercial Designations

The Neighborhood Commercial (NC) and Highway Commercial (HC) designations referenced in this General Plan reflect legacy terminology from prior zoning designations in effect at the time of Plan adoption.

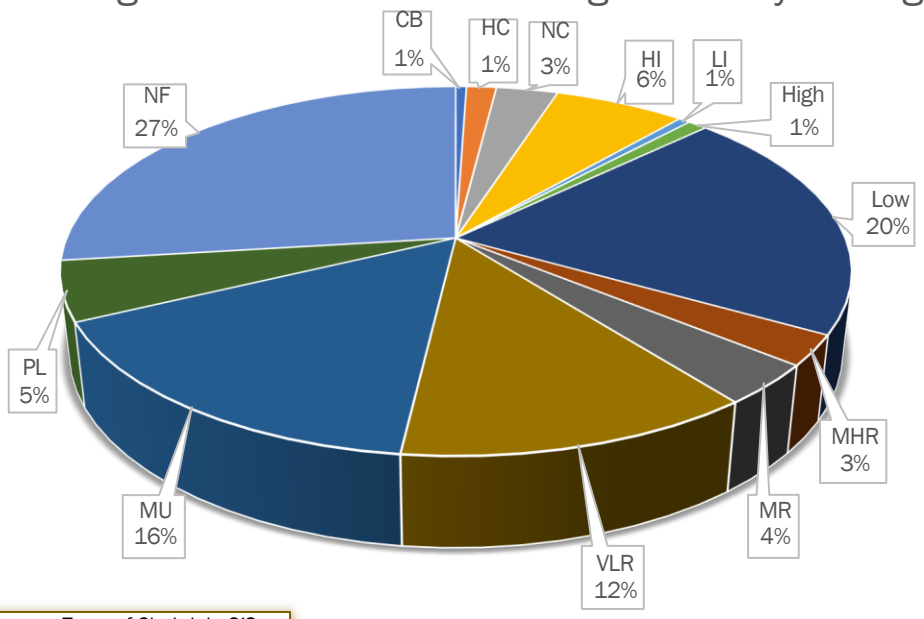
With the adoption of the Town's updated zoning code, these zoning districts have been consolidated into the Town's current commercial zoning framework. Accordingly, references to NC and HC in this General Plan shall be interpreted as describing the intended scale, character, and function of commercial development rather than corresponding to specific zoning districts.

Neighborhood Commercial (NC) areas are intended to accommodate lower-intensity, neighborhood-serving commercial uses, while Highway Commercial (HC) areas are intended to accommodate higher-intensity, corridor-oriented commercial uses serving a broader market area.

Areas designated NC or HC on the Future Land Use Map shall be implemented through the Town's current zoning districts, including but not limited to Commercial (C) and Central Business (CB), and shall be regulated in accordance with the Town's zoning code and applicable development standards.

This interpretation is intended solely to ensure consistency between the General Plan and the Town's zoning code and does not alter the underlying land use pattern, intensity, or distribution of commercial development established by this General Plan.

Figure LU-6A: Land Use Designations by Acreage



Source: Town of Clarkdale GIS

Figure LU-6B: Land Use Designations by Acreage

Residential		Commercial/Industrial		Other	
High Density	59	Central Business	33	Mixed Use	998
Low Density	1,275	Highway	91	Public Lands	2,008
Med High Density	166	Neighborhood	187		
Medium Density	222	Heavy Industrial	397		
Very Low Density	775	Light Industrial	35		

Source: Town of Clarkdale GIS

Figure LU-7: Land Use and Zoning Matrix

DESIGNATION	RESIDENTIAL					COMMERCIAL			INDUSTRIAL		OTHER		
Zoning	High	d High	Med	Low	ry Low	CBD	Neighborhood	ighway	Light	Heavy	lic Lands	xed Use	Open Space
Single Family Residential (R1)				X								X	
Single Family Residential Alternate (R1A)												X	
Single Family Residential Limited (R1L)				X	X							X	
Single Family and Limited Multiple Family Residential (R2)												X	
Single Family												X	
2-4 Units						X	X	X				X	
5+ Units (CUP)			X			X	X	X				X	
Multiple Family Residential (R3)												X	
Single Family												X	
2-4 Units			X			X	X	X				X	
5+ Units	X	X	X			X	X	X				X	
Non-Residential	X	X	X					X				X	
Manufactured Home Residential (R4)												X	
Manufactured Home Park			X									X	
Manufactured Home Subdivision			X									X	
Manufactured Home Residential Alternative (R4A)												X	
Manufactured Home Park			X									X	
Manufactured Home Subdivision			X									X	
Single Family Residential													
Suburban Residential (R3)				X	X						X***	X	
Central Business						X						X	
Commercial							X	X			X	X	
Neighborhood Commercial/C1							X					X	
Highway Commercial/C2								X				X	
Light Industrial									X	X			
Heavy Industrial										X		X	
Open Space											X	X	X

***National Forest Only

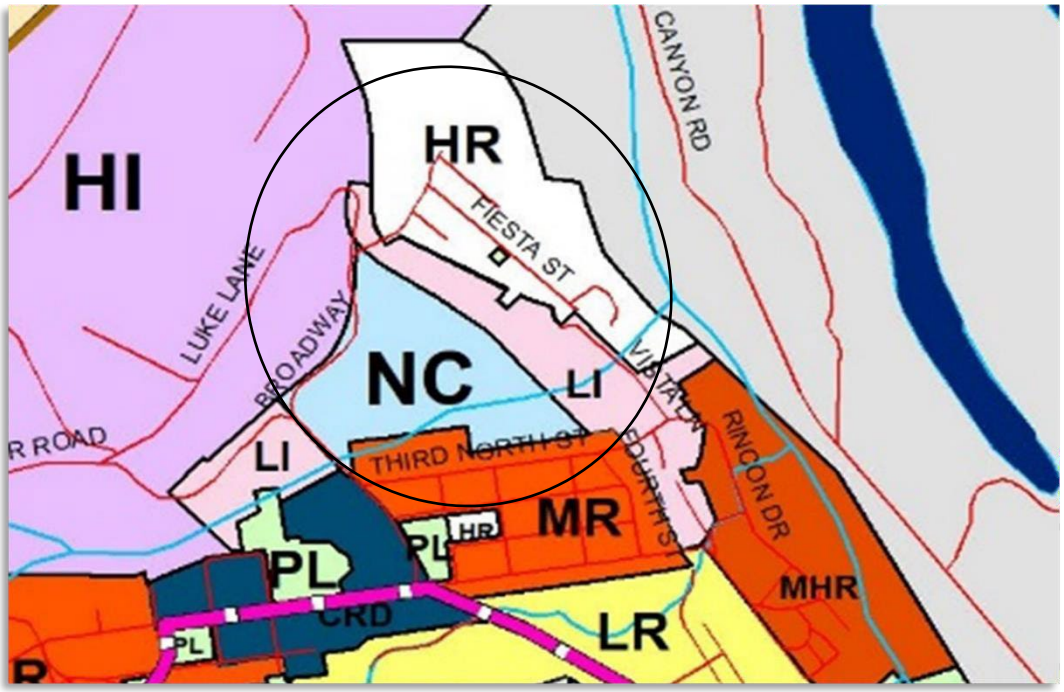
Source: Town of Clarkdale GIS

Residential

There are currently five (5) residential land use designations: High Density, Medium High Density, Medium Density, Low Density, and Very Low Density. Each designation is differentiated by the number of dwelling units per acre and specific zoning districts that are appropriate for the designation based on density and intensity of use.

High Density Residential (HDR): This designation supports development at a rate of 13 or more dwelling units per acre. It is by far the smallest residential land use designation by acreage encompassing only 59 acres, and is currently applied to the Patio Park area, the Schoolhouse Apartments in Lower Clarkdale, and the existing Copper Mountain Apartments west of SR 89A.

Figure LU-8A: High Density Residential
Land Use Designation Map



Source: Town of Clarkdale GIS

Future General Plan Amendments that propose changing land use designations to the HDR designation should be in very close proximity to transportation corridors, transit systems, and have infrastructure and utilities in place or have entered into a development agreement to extend those services to the property as a condition of amendment approval. Connection to current parks and

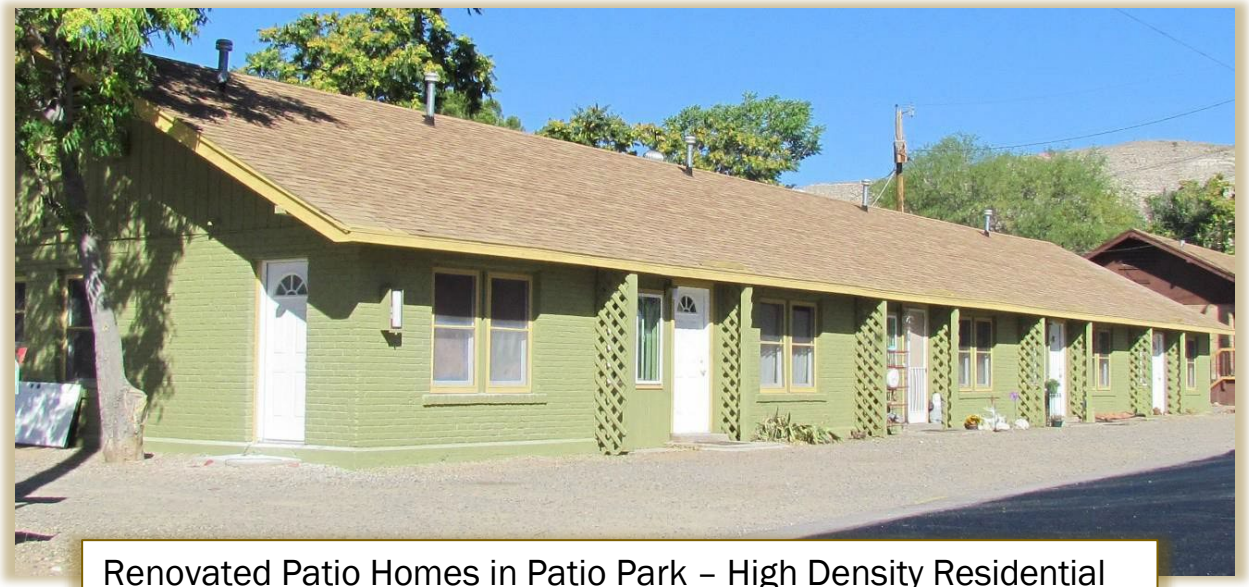
trails systems should also be required. Private parks should be developed to provide recreational opportunities appropriate to the residents of the development and scaled to the size of the project. Parks developed for dedication to the Town of Clarkdale should conform to the standards set forth in the Recreation and Open Space Element of the General Plan.

Figure LU-8B: High Density Residential Land Use Acreage sets forth the appropriate zoning districts for this land use category, as well as gross and net acreage. Gross acreage represents all land carrying the specified zoning district, while vacant acreage represents the undeveloped land in that zoning district.

Figure LU-8B: High Density Residential Land Use Acreage

High Density Residential	Gross Acreage	Net Acreage
Multi-Family Residential (R3)	61	21
Mixed Use (MU)/Planned Area Development (MU/PAD)	1,305	163
TOTAL	1,366	184

Source: Town of Clarkdale GIS



Renovated Patio Homes in Patio Park – High Density Residential

Medium High Density Residential (MHDR): Supporting densities of up to 12 dwelling units per acre, this designation is intended to provide for the development of residential units of moderate density such as duplex, triplex, and quadplex housing stock as well as smaller multi-family apartment buildings (with a conditional use permit). Currently, 166 acres carry this designation in five (5) areas throughout Clarkdale. Of that, just over 100 acres is vacant, 55 of which are owned by either the Salt River Pima Maricopa or Yavapai-Apache Indian communities.

Figure LU-9A: Medium High Density Residential Land Use



Source: Town of Clarkdale GIS

Future General Plan Amendments that propose changing land use designations to MHDR should be near transportation corridors or access to transit systems and have infrastructure and utilities in place or have entered into a development agreement to extend those services to the property as a condition of amendment approval. Connection to current parks and trails systems should also be required. Private parks should be developed to provide recreational opportunities appropriate to the residents of the development and scaled to the size of the project. Parks developed for dedication to the Town of Clarkdale should conform to the standards in the Recreation and Open Space Element.

Figure LU-9B: Medium High Density Residential Land Use Acreage

Medium High Density Residential Land Use Designation (12 dwelling units or fewer per acre)		
Appropriate Zoning Districts	**Gross Acreage**	**Vacant Acreage**
Single Family and Multifamily Limited (R2) *	166	100
Multi-Family Residential (R3)	61	21
TOTAL	227	121

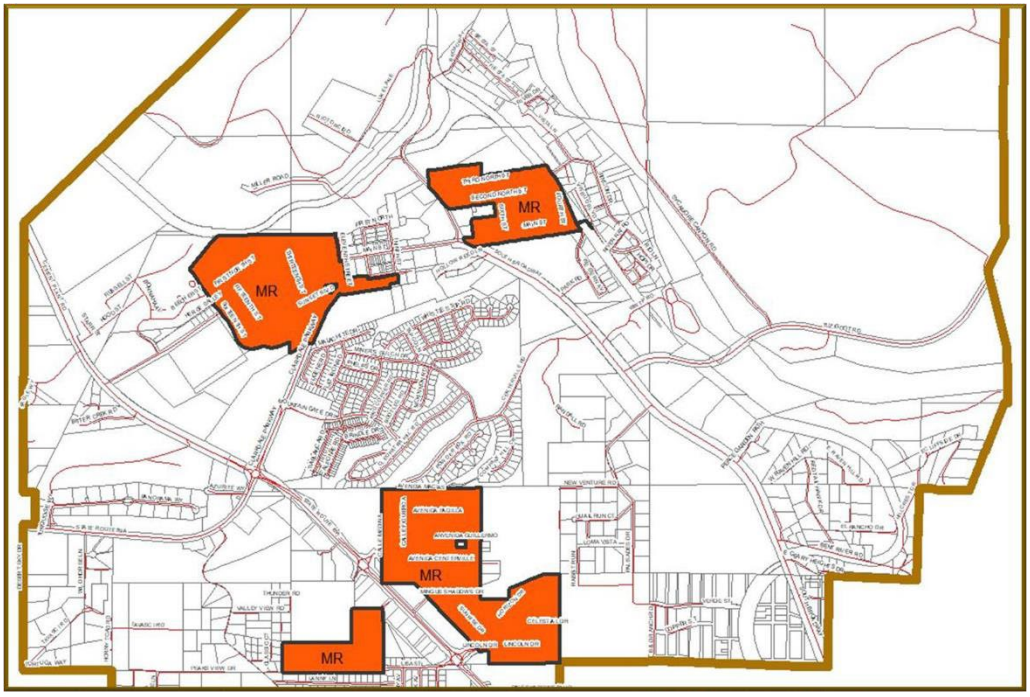
Source: Town of Clarkdale GIS *Multifamily only



Copper Mountain Apartments – Medium High Density Residential

Medium Density Residential (MDR): The intent of this designation is to allow for small lot single family residential development typically found in the residential areas of the historic townsite, as well as manufactured home parks and subdivisions. Of the approximately 225 acres currently included in this classification, approximately 26 acres is undeveloped. Upper and Lower Clarkdale historic neighborhoods account for about half of the developed acreage, consisting mostly of site-built homes. The remainder of the built-out area encompasses Centerville and Mingus Shadows subdivisions, and Lamplighter Mobile Home Park.

Figure LU-10A: Medium Density Residential Land Use Map



Source: Town of Clarkdale GIS

Future General Plan Amendments that propose changing land use designations to MHDR should provide direct access to transportation corridors or transit systems and have infrastructure and utilities in place or have entered into a development agreement to extend those services to the property as a condition of amendment approval. Connection to current parks and trails systems should also be required. Private parks should be developed to provide recreational opportunities appropriate to the residents of the development and scaled to the size of the project. Parks developed for dedication to the Town of Clarkdale should conform to the standards set forth in the Recreation and Open Space Element.

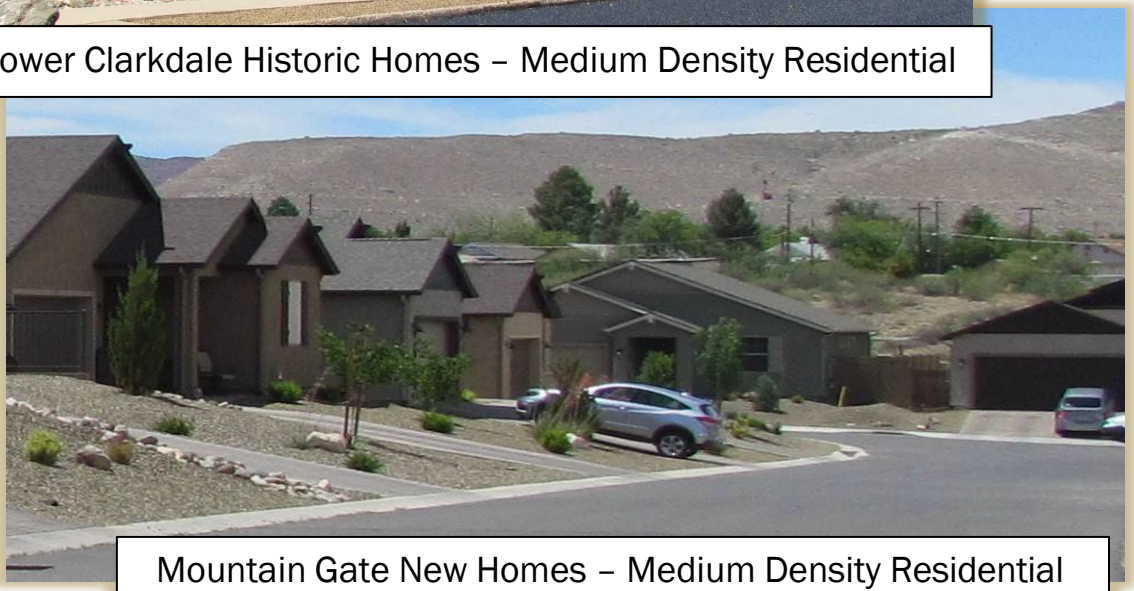
Figure LU-10B: Medium Density Residential Land Use Acreage

Appropriate Zoning Districts	Gross Acreage	Vacant Acreage
Manufactured Home Residential (R4)	64	0
Manufactured Home Residential Alternate (R4A)	52	6
Single Family Residential (R1A)	109	20
TOTAL	225	26

Source: Town of Clarkdale GIS



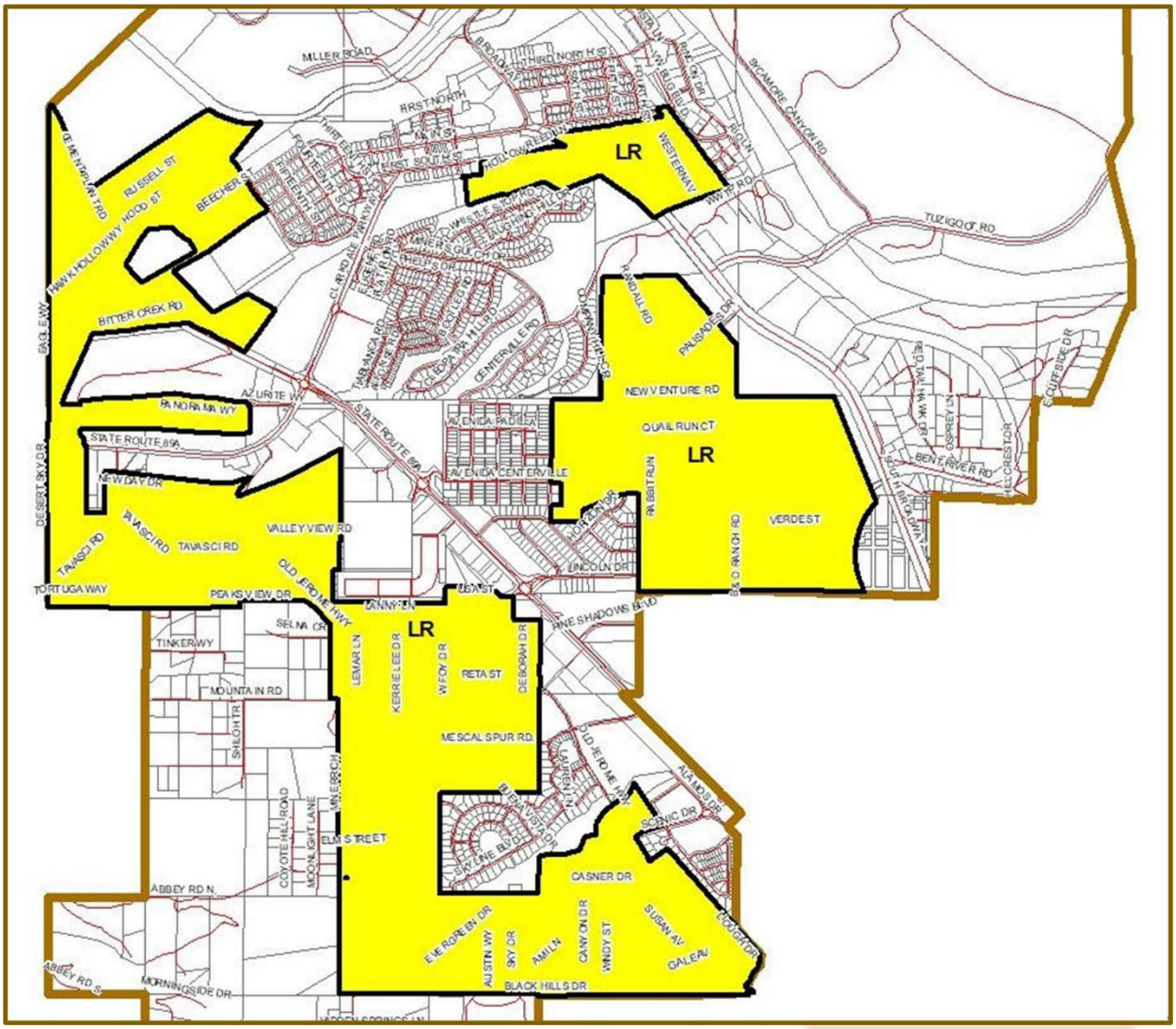
Lower Clarkdale Historic Homes – Medium Density Residential



Mountain Gate New Homes – Medium Density Residential

Low Density Residential (LDR): This Land Use designation is applied to those lands that are suitable for larger lot single family site built residential homes. Of the land use designations in Clarkdale, Low Density Residential is the second largest in area, encompassing 1,275 acres. Of that, an estimated 560 acres is developed as intended, while 715 acres remain vacant. Developed subdivisions in this classification include Black Hills Estates, Foothills Terrace, and Paz and Cota. It also applies to the largely undeveloped Radley Subdivision immediately west of the Crossroads at Mingus PAD, as well as several large acreage tracts in the Broadway and SR 89A corridors. Appropriate zoning districts

Figure LU11-A: Low Density Residential Land Use Map



Source: Town of Clarkdale GIS

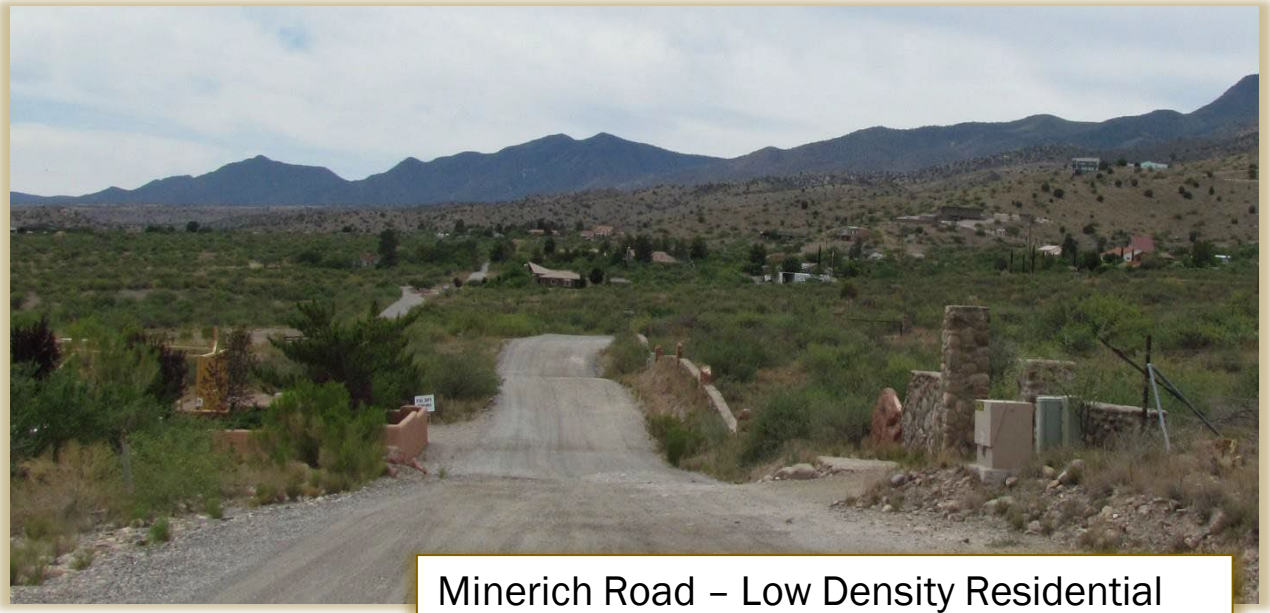
include Single-Family Residential (R1) and Single-Family and Limited Multiple Family Residential (R2), but for the development of single-family residential uses only.

Connection to current parks and trails systems should be required for subdivisions where densities are equal to or greater than three (3) dwelling units per acre. Private parks should be developed to provide recreational opportunities appropriate to the residents of the development and scaled to the size of the project. Parks developed for dedication to the Town of Clarkdale should conform to the standards set forth in the Recreation and Open Space Element.

Figure LU-11 B: Low Density Residential Land Use Acreage

Appropriate Zoning Districts	Gross Acreage	Vacant Acreage
Single Family Residential (R1)	1,110	735
Single Family/Limited Multiple Family Residential (R2) (SFR Only)	166	100
TOTAL	1,275	835

Source: Town of Clarkdale GIS

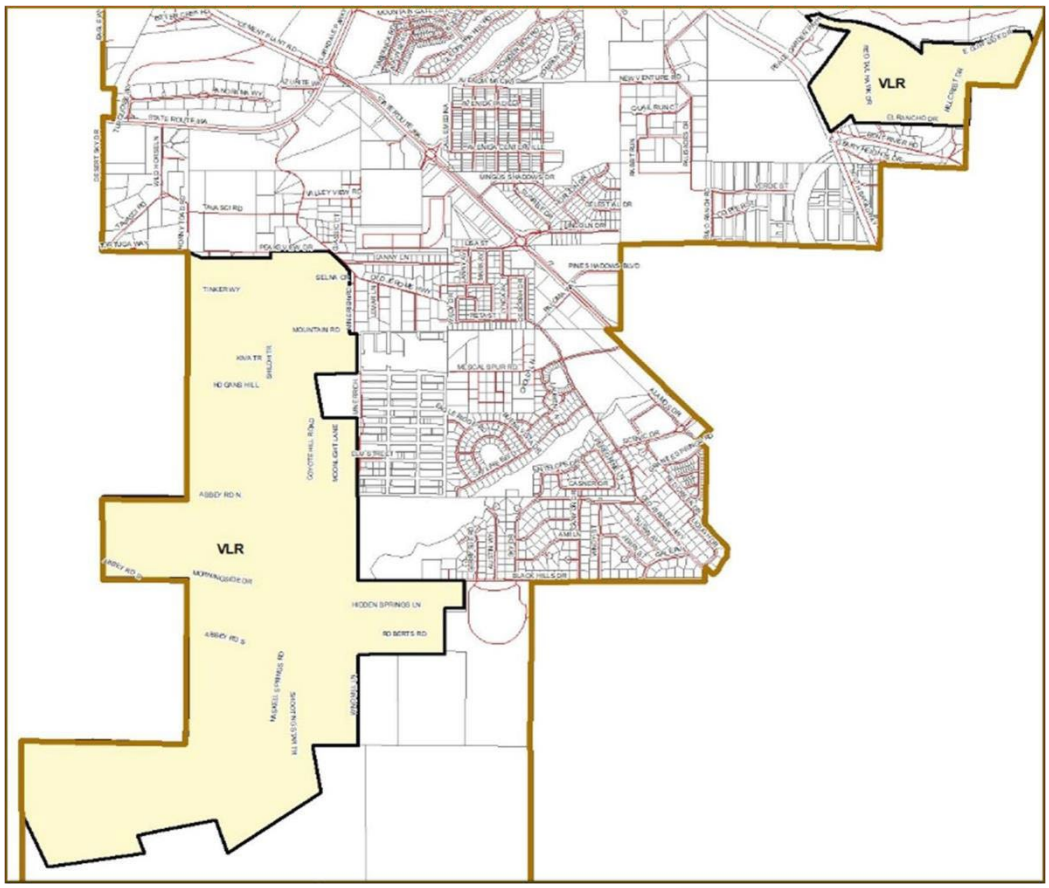


Minerich Road – Low Density Residential

Very Low Density Residential (VLDR): With a maximum density of one (1) dwelling unit per acre, this is the most sparsely populated land use designation applied to developable land in Clarkdale. The intent of this classification is to provide for larger lot development where municipal services are generally not available. Neighborhoods in this designation include Haskell Springs, Raven Hill/Cliffside, and the area west of Minerich Road. As with the Low Density land use designation, there are large tracts of undeveloped land that carry this classification. In this instance, however, much of the land in VLDR is challenged both in terms of access, availability of utilities, and topography.

Given the minimum density and remoteness of the areas to which this designation is applied, dedicated parks and recreation areas are not generally required. However, for subdivisions, connectivity to the trails system is recommended.

Figure LU-11 A: Very Low-Density Residential Land Use Map



Source: Town of Clarkdale GIS

There are two zoning districts appropriate for this designation: Single Family Residential Limited (R1L) and Suburban Residential (RS3). Currently, RS3 is assigned only to the area encompassed by the Prescott National Forest, while R1L zoning is the predominant zoning district in this designation. Approximately 300 acres of the R1L zoned land is held in large, undeveloped tracts; the balance is in medium to large parcels typically 2 acres or greater in size.

Figure LU-11 B: Very Low-Density Residential Land Use Acreage

Appropriate Zoning Districts	Gross Acreage	Vacant Acreage
Single Family Residential Limited (R1L)	844	735
Suburban Residential (RS3)	1,846	100
TOTAL	2,690	835

Source: Town of Clarkdale GIS



Minerich Road – Low-Density Residential

Commercial

Commercial Land Use designations are those classes of uses that are generally less compatible with residential uses as the inherent effects of the use can negatively impact nearby residents. It is for this reason that they are further classified as heavy and light, as the dust, noise, and vibrations caused by more intense uses are less desirable than the convenience of lighter, less impactful uses locating closer to residential neighborhoods. Clarkdale employs three (3) commercial land use designations: Central Business (CB), Neighborhood Commercial (NC), and Highway Commercial (HC). For both Commercial, Industrial, and Other land use designations, the Zoning Table sets forth the appropriate districts for each designation, along with the approximate acreage allocated to that district in the given designation. Gross Acreage represents the estimated acreage within the designation allocated to a specific zoning district; Vacant Acreage represents the undeveloped lands carrying a given zoning district within that land use designation.

Density for commercial and industrial land use designations is expressed as Floor Area Ratio (FAR) rather than number of dwelling units. FAR is similar to lot coverage, except that it is also a measure of verticality as the area of each floor above the ground floor is included. For example, a lot where a commercial building covers half of the lot would have a FAR of .5. If the same building had two (2) floors, it would have a FAR of 1.0, and if it had three (3) floors, it would have a FAR of 1.5.

FAR = .5



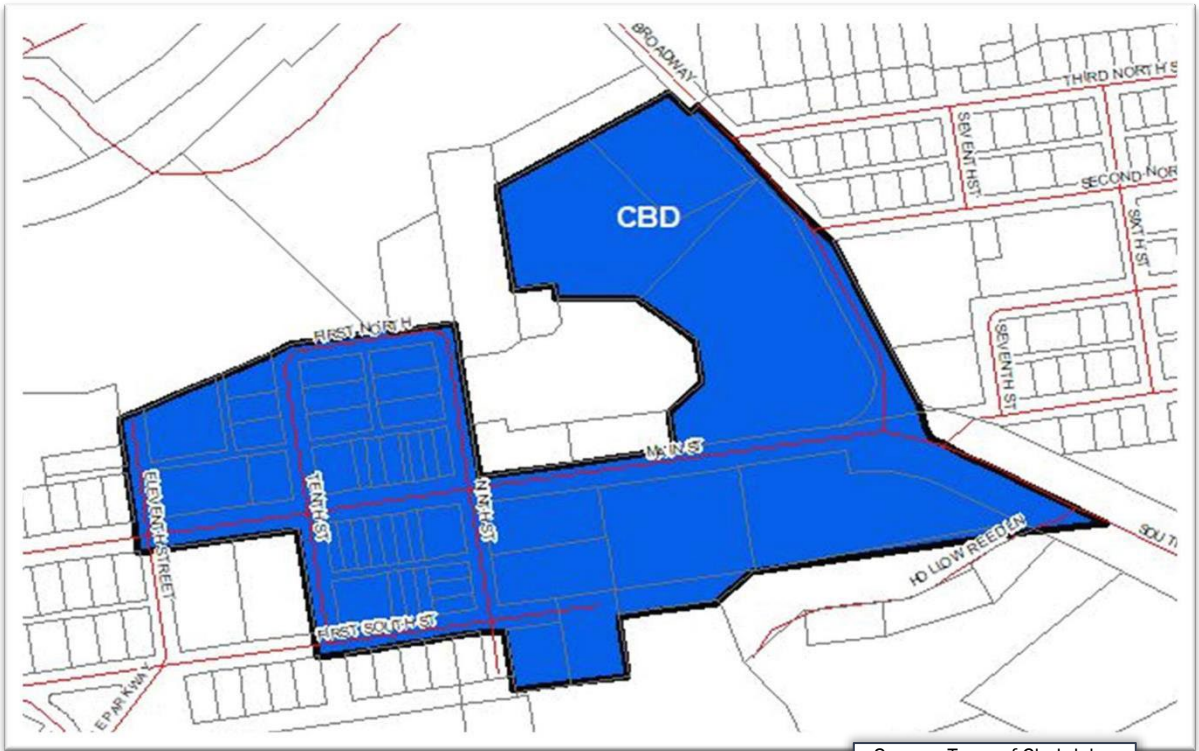
FAR = 1.5



Central Business District (CB): This land use designation is found in the historic downtown area and contains a mix of retail, office, and residential uses. The rationale for this classification is to protect and enhance those uses historically found in downtowns; given the prototypical nature of Clarkdale's central business district and the degree to which that influences the unique sense of community that is Clarkdale, protecting and enhancing this area is critical. Uses in the CB designation are focused on those that are pedestrian friendly, entrepreneurial in nature, and contribute to the historic sense of the area.

Future General Plan Amendments that propose changing land use designations to CB must be adjacent to or within very close proximity of the historic downtown area, include those uses customarily found in an historic downtown, and maintain the scale and integrity of the existing structures.

Figure LU-12A: Central Business District Land Use Designation Map



Source: Town of Clarkdale

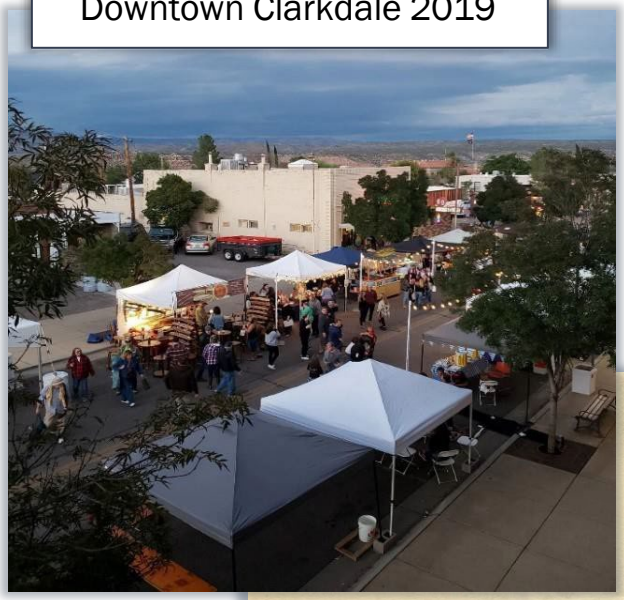
Currently, this is the smallest of the three (3) commercial land use designations, encompassing only 33 acres. The predominant zoning district is Commercial Business District, with one (1) lot zoned Industrial and two (2) parcels zoned Commercial. In addition to zoning regulations, this area is

subject to the design requirements as set forth in the proposed Downtown Specific Area Plan and the Historic Preservation District standards.

Figure LU-12B: Central Business District Land Use Designation Acreage

Central Business District (CB)	Gross Acreage	Vacant Acreage
Single Family Residential Alternative (R1A) (Multifamily only)	2.37	0
Single Family and Limited Multiple Family Residential (R2)	0	0
Multiple Family Residential (R3)	0	0
Neighborhood Commercial (NC)/Commercial Light (C1)	0	0
Commercial Business District	30	9
Commercial	4.5	4.5
TOTAL	36.87	13.5

Source: Town of Clarkdale Zoning Code



Downtown Clarkdale 2019



Downtown Clarkdale 1919

Neighborhood Commercial (NC): The purpose of this classification is to provide for convenient goods and services for the residents of Clarkdale and surrounding areas. Appropriate uses would be offices, banks, retail intended to serve the local market, salons, wineries—businesses that meet the daily needs of the citizens of the town and generate less traffic, noise, and congestion than those uses assigned to a heavier class of uses typically found in close proximity to highways and other major transportation corridors.

Future General Plan Amendments that propose re-designation of land to NC should be considered only as a component of a development plan or proposal. Proximity to concentrations of residential development should be a priority; the ability to access the project via pedestrian, bicycle, or other alternative modes of transportation should also be prioritized. Floor Area Ratios of 1.0 or less are recommended; increases can be granted when special circumstances exist.

This designation is currently assigned to approximately 187 acres in five (5) areas around Clarkdale: Broadway/Patio Park/Lower Clarkdale; along Broadway near Park Road to the boundary with Cottonwood; SR 89A/Cement Plant Road/Clarkdale Parkway; First South Street alley to Mountain

Gate; and State Route 89A from Centerville Road to Lisa Street. Of the total acreage, approximately 25 acres are developed; the balance remains vacant.

Note: Neighborhood Commercial (NC) designations shown on this map are legacy terms and shall be interpreted in accordance with Section 2.3 of the Land Use Element.



Olsen's Feed Store - Neighborhood Commercial

Figure LU-13A: Neighborhood Commercial Land Use Map



Source: Town of Clarkdale GIS

Figure LU-13B: Neighborhood Commercial Land Use Acreage

Appropriate Zoning Districts	Gross Acreage	Vacant Acreage
Single Family and Limited Multiple Family Residential (R2)*	0	0
Multiple Family Residential (R3)	0	0
Neighborhood Commercial (NC)/Commercial Light (C1)	0	0
Commercial	281	253
TOTAL	281	253

*Multiple Family Only

Source: Town of Clarkdale GIS

Highway Commercial (HC): The purpose of the Highway Commercial designation is to group those uses that are more dependent on automobiles and transit systems together to provide separation between residential neighborhoods and more intensive commercial uses that attract users from a regional as well as local base. Appropriate uses in this classification would be hotels and motels, large retailers with a regional draw, gas stations, hospitals, and other uses that are typically located along major arterials.

Expansion of the HC land use designation should be limited to those areas currently designated as NC, or as a component of a master-planned development or plan. Adjacency to major transportation corridors should also be a consideration, as should the impact of traffic on nearby residential neighborhoods. Floor Area Ratios of 1.0 or less are recommended; increases can be granted when special circumstances exist.

Lands currently assigned this designation are largely located in close proximity to the Crossroads at Mingus, Foothills Terrace, and Mingus Shadows residential subdivisions, and can also serve the Mountain Gate and Centerville subdivisions nearby.

Note: Highway Commercial (HC) designations shown on this map are legacy terms and shall be interpreted in accordance with Section 2.3 of the Land Use Element.

Figure LU-14: Highway Commercial Land Use Designation Map



Source: Town of Clarkdale GIS

Figure LU-14B: Highway Commercial Land Use Designation Acreage

Highway Commercial (HC)	Gross Acreage	Vacant Acreage
Single Family and Limited Multiple Family Residential (R2)*	0	0
Multiple Family Residential (R3)	0	0
Highway Commercial (HC)/Commercial Medium (C2)	0	0
Commercial	281	253
TOTAL	281	253

*Multiple Family Only

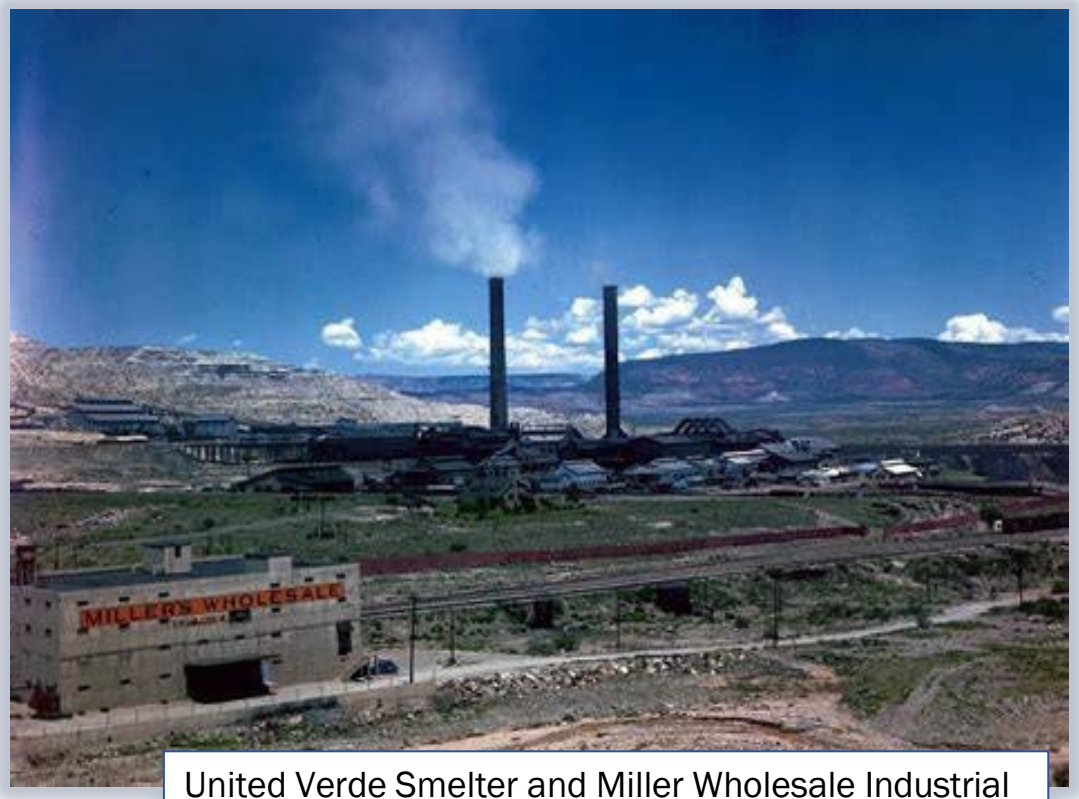


#1 Food Store – Highway Commercial

Industrial

Industrial Land Use designations provide for proper siting of uses that are not compatible with residential neighborhoods as the inherent effects of the industrial uses can negatively impact uses in adjoining lower intensity areas. Factors influencing the determination of uses include traffic, noise, odors, and other effects incompatible with residential living or other neighborhood-oriented uses. They are further classified as heavy and light, as the dust, noise, and vibrations caused by heavy industrial activities are not desirable close to less intense residential and commercial uses. Typical uses found in industrial areas would include freight yards, storage, manufacturing, lumber milling, aggregate mining, and the like.

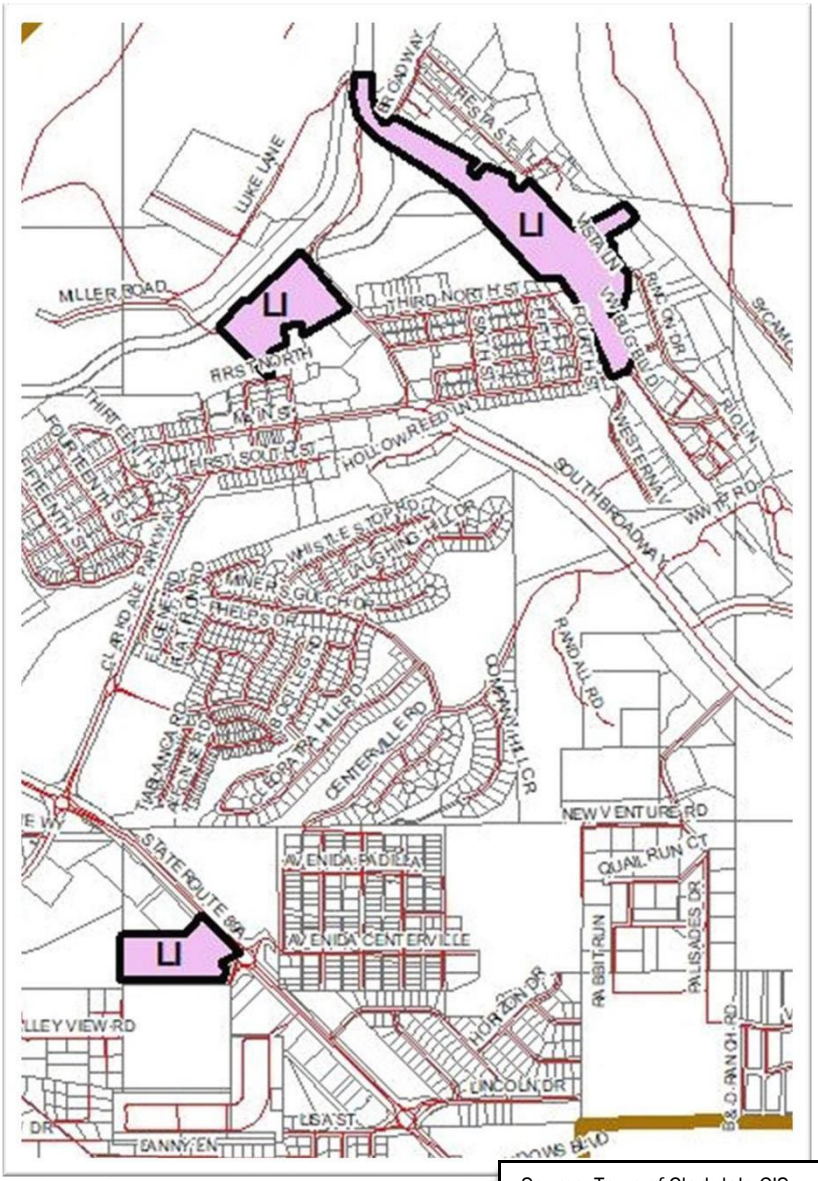
For the Industrial land use designation, the Zoning Table sets forth the appropriate districts for each designation, along with the approximate acreage allocated to that district. Gross Acreage represents the estimated acreage within the designation allocated to a specific zoning district; Vacant Acreage represents the undeveloped lands assigned that zoning district. The recommended Floor Area Ratio is 1.0 for both designations, although increases can be accommodated where special needs exist.



United Verde Smelter and Miller Wholesale Industrial

Light Industrial/Industrial Park (LI/IP): This land use designation is intended to provide for those uses such as light manufacturing, warehousing, distribution, self-storage units, and similar businesses that generate less noise, dust, and odor than heavier industrial uses. This designation is also intended to buffer the Heavy Industrial (HI) classification from other less intensive land uses.

Figure LU-15 A: Light Industrial/Industrial Park Land Use Designation Map



Source: Town of Clarkdale GIS

Re-designation of land to the LI/IP designation should focus on those lands already zoned Industrial or located near the boundaries of the Heavy Industrial designation. Direct access to major arterials and transportation should also be considered.

Lands carrying this designation can be found in the Patio Park area, southwest of the Broadway/Miller intersection, and along State Route 89A near the cemetery.

Figure LU-15 B: Light Industrial/Industrial Park Land Use Acreage

Appropriate Zoning Districts	Gross Acreage	Vacant Acreage
Industrial	35	13.55
TOTAL	35	13.55

Source: Town of Clarkdale GIS



Bent River Machine – Light Industrial

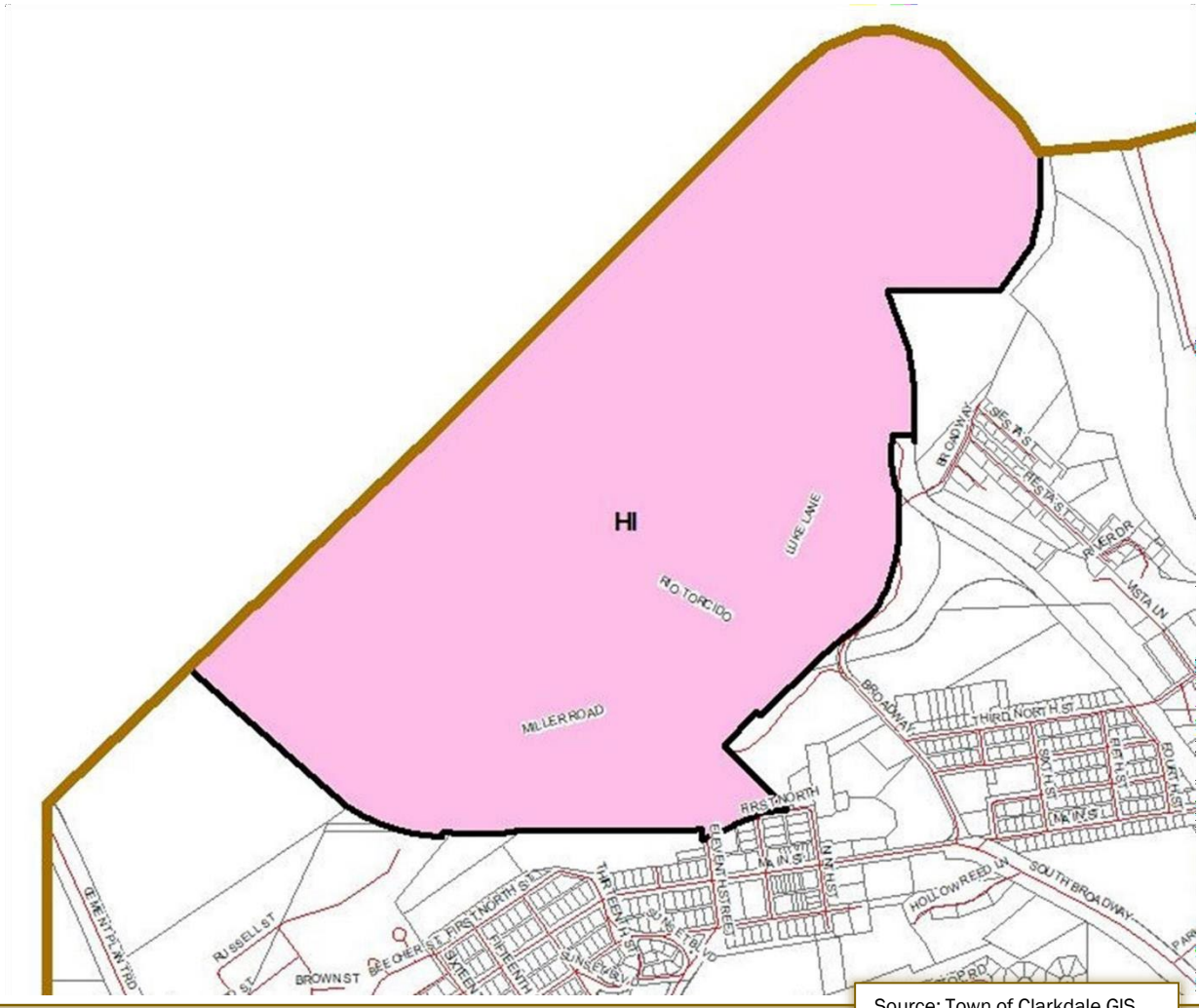


Mold-In Graphics – Light Industrial

Heavy Industrial (HI): Intended for the most consequential manufacturing and related uses, the Heavy Industrial designation allows for uses such as gravel and mining operations, contractor storage yards, and large-scale manufacturing facilities. Heavy industrial uses are defined as such based on the traffic generated by employees and movement of raw materials, component parts, and products manufactured, outdoor storage of equipment and materials, and generation of noise, dust, odors, and other effects that may negatively impact other uses nearby.

Requests to amend the land use designation to HI should strongly consider the impact of the use on the surrounding areas. These uses are not intended to be located near residential neighborhoods, but rather locate as removed from residential areas as possible. Proximity to major transportation corridors, including the railway, should also be a primary consideration.

Figure LU-16A: Heavy Industrial Land Use Designation Map



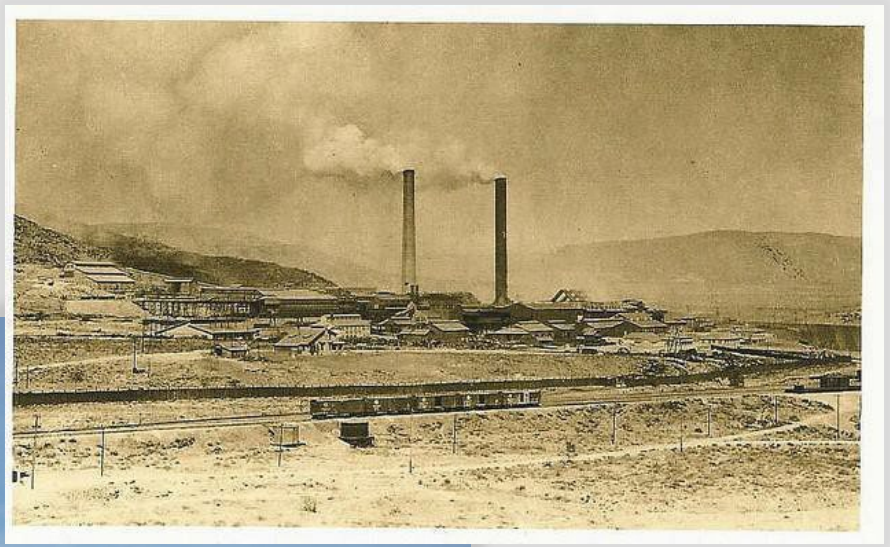
Source: Town of Clarkdale GIS

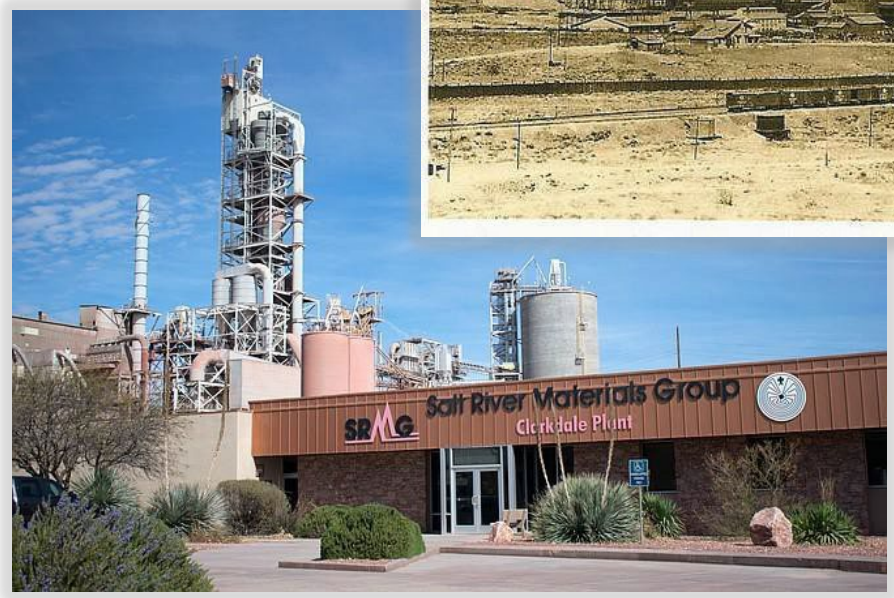
The current HI land use classification is applied to a single location in the northwest corner of the town near the intersection of Broadway and Miller Roads and includes much of the former smelting operation and rail yard area associated with Phelps-Dodge and Freeport-McMoRan.

Figure LU-16B: Heavy Industrial Land Use Designation Acreage

Heavy Industrial (HI)	Gross Acreage	Vacant Acreage
Industrial	397	304
TOTAL	397	304

Source: Town of Clarkdale GIS



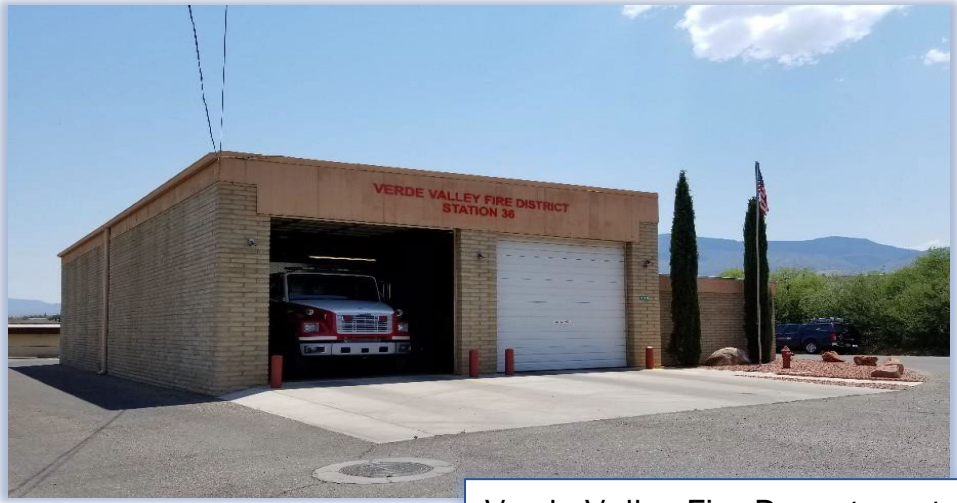


Other Land Use Designations

Unlike the previous groups of designations, this category includes the classifications that do not fit into the broad definitions of residential, commercial, or industrial land use. As such, each one has a narrow band of uses generally dictated by ownership, physical configuration, or are defined by a master planning document that further regulates development.



Crossroads at Mingus – Planned Area Development

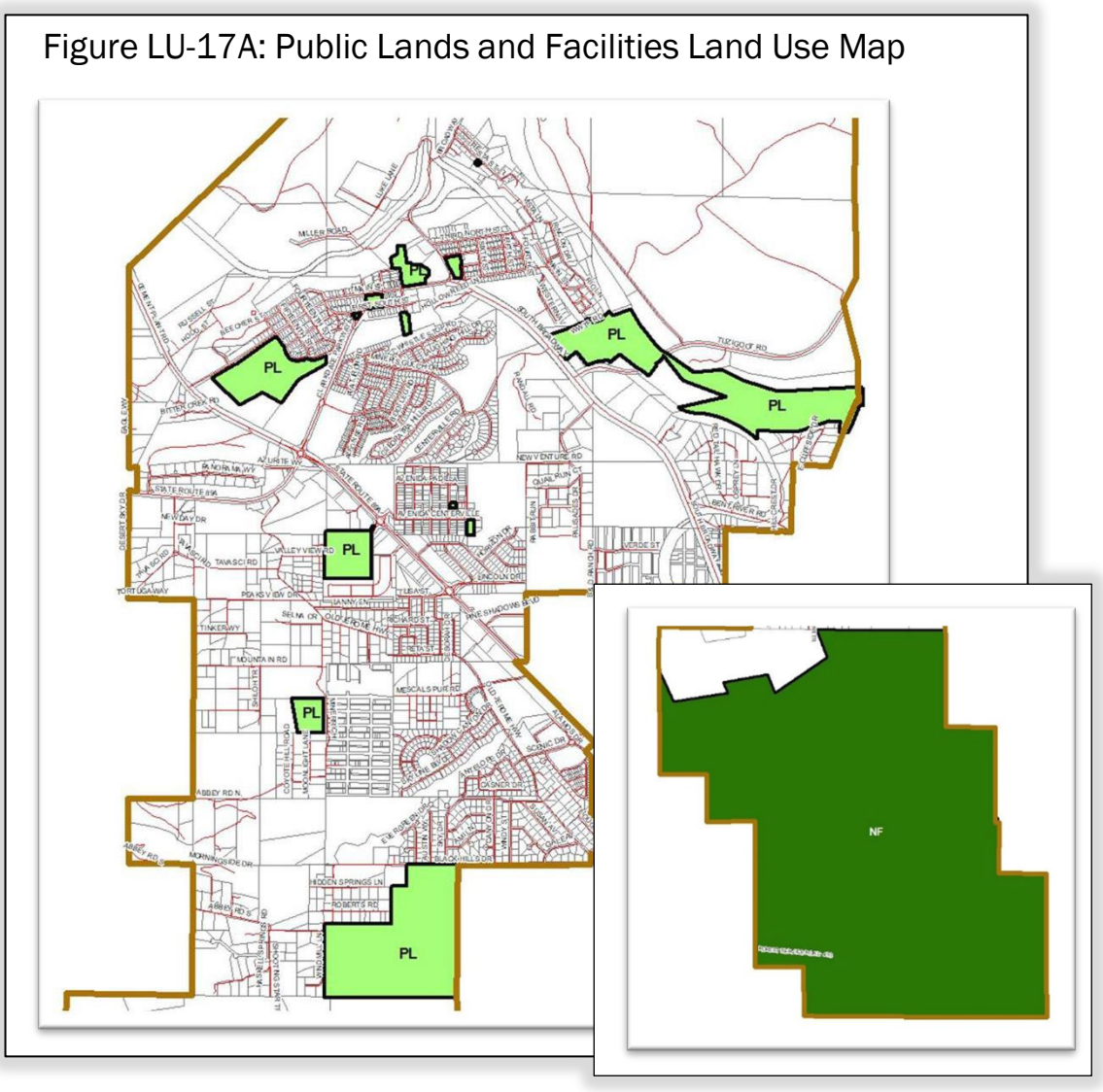


Verde Valley Fire Department – Public Lands

Public Lands and Facilities (PI):

Lands in this classification are limited to those owned by a political subdivision of the State of Arizona or the federal government. Their singular purpose is to meet the public's needs for schools, municipal offices and facilities, parks, and other such uses.

Figure LU-17A: Public Lands and Facilities Land Use Map



Future General Plan Amendments to change land use designations to PL should be those owned by the entities outlined above. With respect to recreational facilities, the proximity of the proposed lands to existing recreational facilities or connection thereto should be considered. Those lands used for municipal utilities should be so located to maximize their utility to existing water and sewer systems. Proposed expansion of areas dedicated to public schools should also consider pedestrian access between the school site and the neighborhoods they serve.

Currently, there are a number of underlying zoning districts that also carry the PL land use designation, which encompasses 325 acres throughout Clarkdale. In addition, the Prescott National Forest (formerly designated as National Forest) covers 1,682 acres that provide recreational and open space for residents and visitors alike.



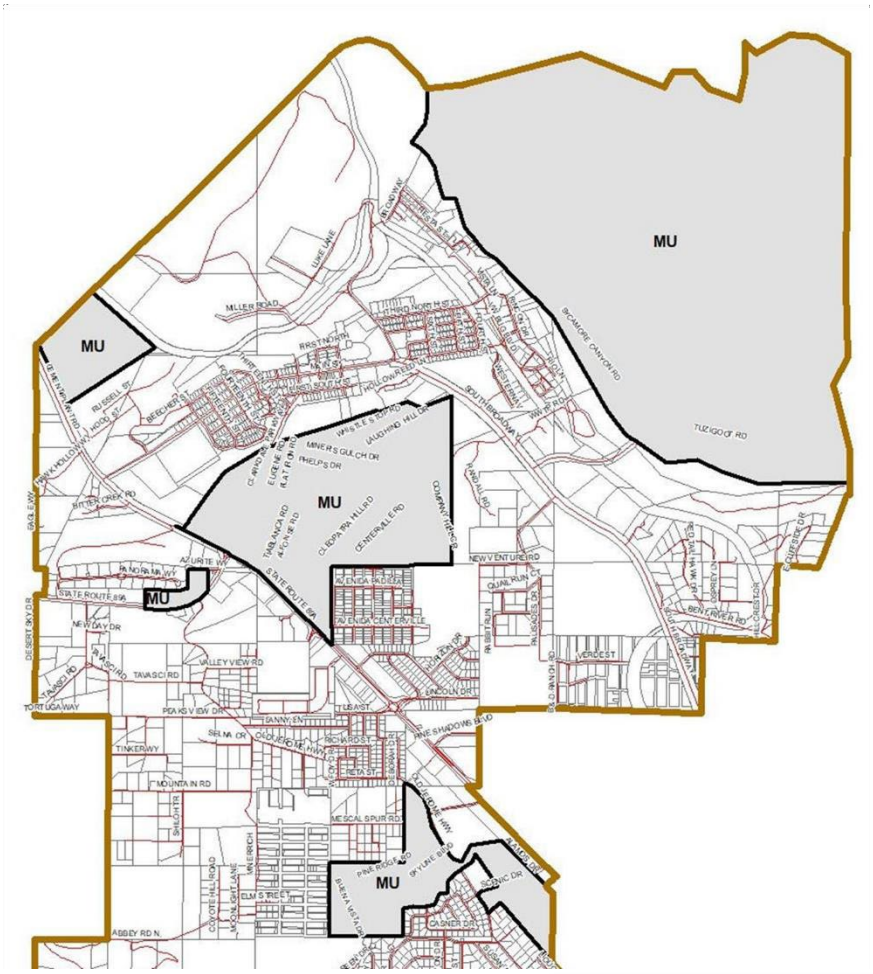
Clark Memorial Clubhouse -Public Land



Town Square Park -Public Land

Mixed Use/Planned Area Development (MU/PAD): The purpose of the Mixed Use/Planned Area Development designation is to provide areas specifically intended to support mixed use developments. Mixed Use districts can include any combination of residential, commercial, or industrial zoning districts. The Planned Area Development requires the creation and approval of a Final Development Plan (FDP) as part of the project approval process. Where a Mixed-Use development can be held to the strict interpretation of the underlying zoning districts, Planned Area Developments can provide flexibility in design and configuration of uses.

Figure LU-18A: Mixed Use/Planned Area Development



Source: Town of Clarkdale GIS

It is strongly recommended that future designation of lands to this land use classification requires a master development plan or final development plan in conjunction with a General Plan Amendment application, as well as a Development Agreement that sets forth the terms, phasing, and obligations of the Town and developer. Consideration should also be given to the impacts of proposed development on existing transportation and circulation systems, municipal utilities, parks and recreation facilities, and other public services.

Currently, the areas carrying this designation include the Mountain Gate and Crossroads at Mingus neighborhoods, a 50-acre parcel owned by the Salt River-Pima, and the proposed Verde Valley Ranch project. In total, nearly 1,335 acres are entitled to develop as mixed uses; of that, approximately 325 acres have already been developed

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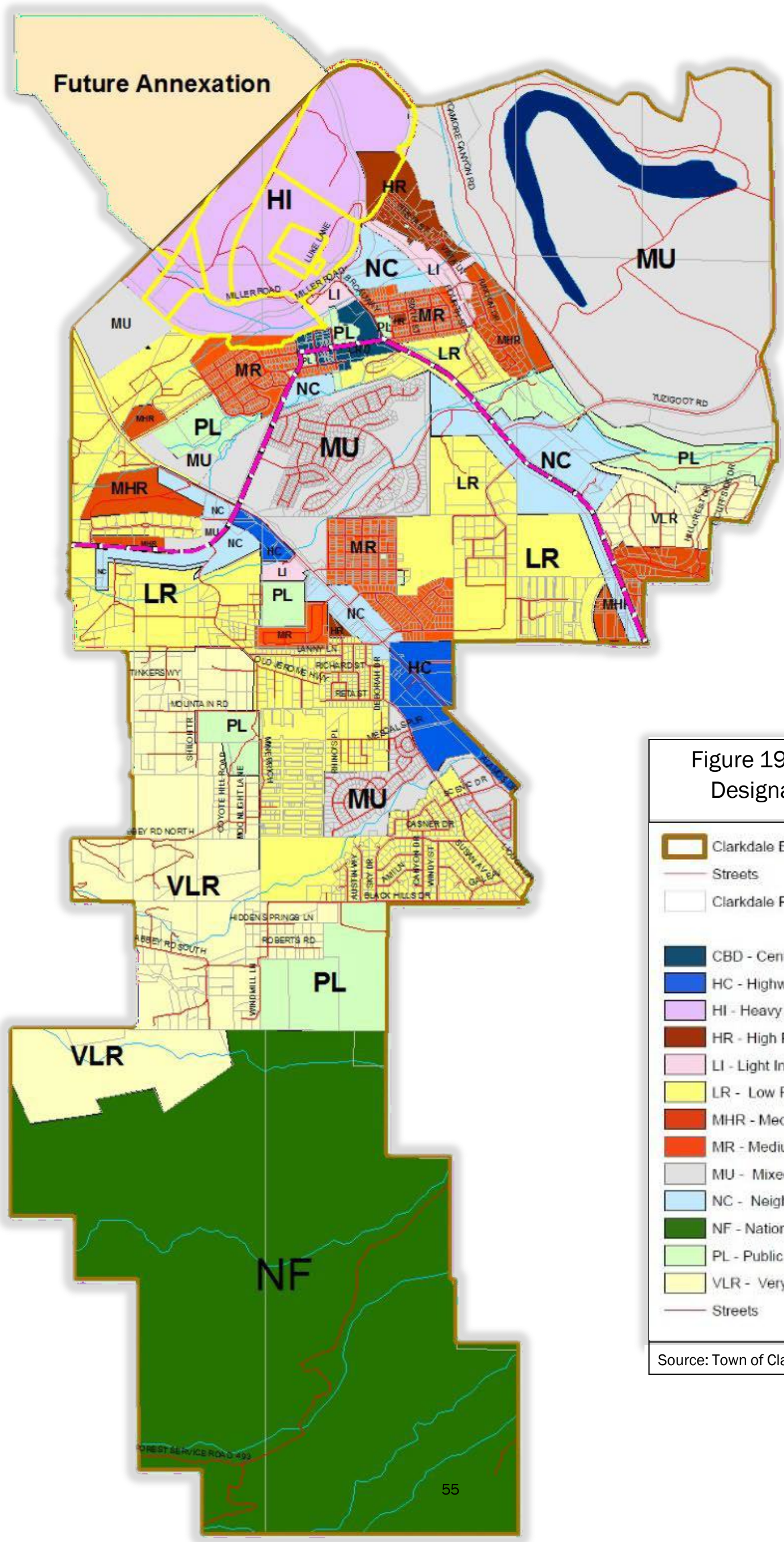


Figure 19: Land Use Designation Map

Source: Town of Clarkdale GIS

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2.4 Aggregate Mining Operations

In 2011, the Arizona State Legislature approved the Aggregate Protection Act, which requires jurisdictions to identify nearby aggregate operations and prevent the siting of incompatible uses in close proximity to them.

While there are no active mines within the town boundaries, Phoenix Cement Plant and Clarkdale Plant 24 have been identified by the Arizona Department of Mines and Mineral Resources as aggregate mining operations. Given their proximity to the town boundary, development in the area surrounding these operations should be limited to those uses that are compatible with similar heavy industrial uses.



Source: Arizona Geological Survey, AzDMMR

2.5 Guiding Principles, Goals, and Policies

The purpose of this section is to set forth the Guiding Principles and policies that provide a framework for development of goals and policies to implement the intent of the land use designations and resulting land use plan.

Guiding Principles

1) Careful planning to ensure compatibility of new development with the existing built environment is critical to maintaining the sense of place that is Clarkdale.
2) Maintaining a balanced mix of land uses is key to a balanced, well-planned community.
3) Implementation of Clarkdale's Sustainability Guidelines is central to the preservation of the environment and natural resources that abound in Clarkdale.
4) Preservation and enhancement of the historic nature, features, and aesthetic of Clarkdale benefits the Town economically and experientially.

LUP 1: Resolve conflicts where Land Use Designations and Zoning Districts are not congruent with one another. In these instances, rezoning to the appropriate district should be a requirement of any development agreement, master plan approval, general plan amendment, zone change, or other legislative action.

Action 1: Work with landowners in the 89A corridor and Industrial Park area to correct conflicts when zoning districts do not support the land use designations assigned to a property.

LUP 2: Ensure new development is consistent with proximal existing neighborhoods and development, established circulation corridors, open spaces, and the Town's Sustainability Plan.

Goal 1: Protect residential neighborhoods from incompatible uses by implementing buffering measures that mitigate detrimental impacts. Buffers should include landscaping, barrier walls, open space, trails and bike/ped pathways, or increased building setbacks.

Goal 2: Discourage degradation of existing residential neighborhoods by enforcement of property maintenance codes, considerate infill of vacant lots, and eliminating blight, neglect, and uses that can be a threat to public safety.

Goal 3: Prioritize the use of draws, washes, and other natural features to buffer developments from each other. Incentivize development of challenged terrain by providing density bonuses for undevelopable areas that are dedicated to preservation of their natural state.

Goal 4: Ensure that proposed development is compatible with existing development both in terms of density and intensity.

Goal 5: Provide density bonuses for those projects that implement Clarkdale's Sustainability Plan's most rigorous requirements for water conservation.

Goal 6: Encourage mixed-use developments that provide more sustainable housing options, including multi-family projects that are in proximity to employment centers, transportation corridors, and schools.

Goal 7: Focus on preservation of clean air in Clarkdale

Goal 8: Ensure new construction does not impede existing solar energy systems and, where possible, expands their use.

LUP 3: Provide for a variety in housing options across economic and configurational strata that creates a balance of residential units to accommodate the changing needs of Clarkdale residents.

Goal 1: Incentivize development of affordable housing through density bonuses for unit set-asides for low/moderate income households.

Goal 2: Support uses of land owned by schools, churches, and other organizations for innovative affordable housing development.

LUP 4: Development along SR-89A should serve both regional and local demands for goods and services.

Goal 1: Encourage cluster development that includes a mix of retail, office, and professional uses.

Goal 2: Neighborhood commercial development should be accessible by pedestrians, bicyclists, and others using alternative modes of transportation.

Goal 3: Neighborhood and highway commercial nodes should be easily accessible by local and regional transit systems.

LUP 5: Support development in the Industrial land use designation that creates additional employment opportunities for residents of Clarkdale.

LUP 6: Identify existing aggregate mining areas that are in production or proposed for production.

Goal 1: Avoid siting incompatible uses near active aggregate mining operations.

Goal 2: When expansion of existing aggregate mining operations or operations commence on identified aggregate mining areas, require the operations to buffer and screen the sites for maximum mitigation on adjacent incompatible uses.

Staff Report

Item Number: 6.D.

Agenda Item: **Ordinance No. 458 - A General Plan Text Amendment to Chapter 2 - Land Use Element**
Discuss, consider and act upon Ordinance No. 458: A General Plan Text Amendment to Chapter 2 - Land Use Element, including amendments to Section 2.2 Zoning Districts, Section 2.3 Land Use Designations with the addition of Subsection 2.3.1 Interpretation of Legacy Commercial Designations, and the addition of a Cross-Reference Note to the Future Land Use Map. Attachments included with item 6c.

Staff Contact: Scott Ellis, Community Development Director

Meeting Date: July 14, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses and visitors to Clarkdale.

Background: **OVERVIEW:** As part of the Town's comprehensive 13-chapter Zoning Code Update, staff conducted a detailed review of zoning districts, land use categories, definitions, and associated General Plan references to improve clarity, consistency, and usability of the Town's land use regulations.

During that process, the legacy Neighborhood Commercial and Highway Commercial land use designations were removed from the proposed zoning framework and consolidated into updated commercial classifications. While these legacy designations remain depicted on the Future Land Use Map within the adopted General Plan, they are no longer reflected in the updated zoning structure.

To ensure consistency between the General Plan and the proposed Zoning Code, staff is proposing a text amendment to:

- Update Section 2.3 Land Use Designations;
- Add Section 2.3.1, Interpretation of Legacy Commercial Designations, to clarify how existing Neighborhood Commercial and Highway Commercial map designations shall be interpreted; and
- Add a cross-reference note to the Future Land Use Map directing

readers to Section 2.3.1.
- These amendments are intended to improve clarity and avoid confusion when interpreting the General Plan and Future Land Use Map following adoption of the updated Zoning Code.

ANALYSIS: The proposed amendment does not alter the overall vision, goals, policies, or growth strategy established by the General Plan. No changes are proposed to the Future Land Use Map itself.

Rather, the amendment provides administrative clarification regarding the interpretation of legacy commercial designations that remain displayed on the map but are no longer utilized in the updated zoning framework.

The proposed language will:

- Improve consistency between the General Plan and the proposed Zoning Code;
- Reduce ambiguity when interpreting legacy commercial designations;
- Provide clear guidance for future development applications and zoning decisions;
- Improve usability of the General Plan for property owners, developers, staff, and decision-makers; and
- Maintain the Town's adopted land use vision without creating new development entitlements or altering land use expectations.

The amendment is administrative in nature and does not affect property ownership rights, permitted uses, or development intensity.

FINDINGS: Staff finds that the proposed General Plan text amendment:

- Is consistent with the goals and policies of the Clarkdale General Plan.
- Improves clarity and consistency between the General Plan and the Town's updated Zoning Code.
- Does not alter the Town's adopted growth strategy or Future Land Use Map.
- Promotes effective implementation and administration of the General Plan.
- Serves the public interest by providing clear direction regarding interpretation of legacy commercial land use designations.

HOUSING IMPACT STATEMENT: Before adopting any ordinance affecting zoning or zoning codes, the Town Council is required by state law to consider a housing impact statement regarding the impact of the zoning ordinance or zoning ordinance text amendment that includes a general estimate of the probable impact on the average cost to construct housing for sale or rent; a description of any data or reference material on which the proposed ordinance or amendment is based; and a description of any less costly or less restrictive

alternative methods of achieving the purpose of the proposed ordinance or amendment.

The proposed amendment is not expected to increase the cost of housing construction for sale or rent within the Town of Clarkdale. The amendment is administrative in nature and is intended to improve consistency between the General Plan and the Town's updated Zoning Code.

Budget Impact: The proposed amendment is administrative in nature and is not expected to have a fiscal impact on the Town.

Recommendation: Staff recommends that the Council approve Ordinance No. 458: A General Plan Text Amendment to Chapter 2 - Land Use Element and authorize the Mayor, Town Attorney and Town Clerk to execute all documents.

Staff Report

Item Number: 6.E.

Agenda Item: **PUBLIC HEARING - Ordinance No. 460, Text Amendments to Article 17-8, Historic Preservation Commission of the Town Code**
The Town Council will hold a public hearing to take public comments on Ordinance No. 460, text amendments to Article 17-8, Historic Preservation Commission of the Town Code.

Staff Contact: Scott Ellis, Community Development Director

Meeting Date: July 14, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses and visitors to Clarkdale.

Background: The proposed amendments to Article 17-8, Historic Preservation Commission are intended to clarify and streamline the Commission's roles, responsibilities and procedures. The revisions primarily reorganize existing language and remove goals and projects as duties.

Key updates include consolidation of the Commission's powers and duties into a more concise and clearly structured format, refinement of review authority for Certificates of Appropriateness, and clarification of responsibilities related to historic designation, public outreach and coordination with Town Council. Minor edits included formatting and capitalization.

Overall, the amendments do not substantially change the intent of the article but provide clearer, more efficient and defensible language to support the Commission's ongoing work.

Budget Impact: The proposed amendments are administrative in nature and are not expected to have a fiscal impact on the Town.

Recommendation: No recommendation. Public hearing only.

TOWN OF CLARKDALE
ORDINANCE NO. 460

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AMENDING ARTICLE 17-8, HISTORIC PRESERVATION COMMISSION, OF THE CLARKDALE TOWN CODE TO CLARIFY COMMISSION DUTIES, UPDATE ADMINISTRATIVE PROCEDURES, CORRECT ERRORS AND CROSS-REFERENCES, AND IMPROVE ORGANIZATION AND USABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Town Council periodically reviews and updates the Clarkdale Town Code to ensure regulations remain clear, effective, and consistent with current Town practices; and

WHEREAS, the Town has reviewed Article 17-8, Historic Preservation Commission, and identified opportunities to clarify Commission responsibilities, improve administrative procedures, update references, and correct formatting and organizational inconsistencies; and

WHEREAS, the proposed amendments are intended to improve the readability, usability, and administration of the Historic Preservation Commission regulations while maintaining the Town's commitment to the identification, evaluation, protection, preservation, and enhancement of historic resources; and

WHEREAS, the Town Council finds that the proposed amendments promote efficient administration of the Town Code and further the public interest.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AS FOLLOWS:

SECTION 1. AMENDMENT
Article 17-8, Historic Preservation Commission, is hereby amended as set forth in Exhibit A attached hereto and incorporated herein by reference.

SECTION 2. REPEAL
All ordinances, resolutions, motions, or portions thereof in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 3. SEVERABILITY
If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 4. EFFECTIVE DATE
This Ordinance shall become effective 30 days after adoption.

PASSED AND ADOPTED by the Mayor and Town Council of the Town of Clarkdale, Arizona, this 14th day of July, 2026.

ATTEST:

Charity Brooks, Town Clerk **Robyn Prud'homme-Bauer, Mayor**

APPROVED AS TO FORM:

Stephen W. Polk, Town Attorney

EXHIBIT "A" on Next Page
Text Amendment
Article 17-8, Historic Preservation Commission, of the Clarkdale Town Code

EXHIBIT A

Article 17-8
HISTORIC PRESERVATION COMMISSION

Sections:

17-8-1 Creation

17-8-2 Powers and Duties

17-8-3 Membership

17-8-4 Advisory Committees

Section 17-8-1 Creation

There is hereby created a Historic Preservation Commission for the identification, evaluation, protection, preservation, and enhancement of historic properties that have significance for the Town of Clarkdale.

Section 17-8-2 Powers and Duties

The Town of Clarkdale Historic Preservation Commission shall make recommendations to the Town Council and have the authority to implement recommendations adopted by the Town Council. The Historic Preservation Commission shall exercise the following powers and duties:

The responsibility of the Commission is to promote the purposes and objectives of this article and Chapter 10, Historic Preservation District in the Town Zoning Code and shall include, but not be limited to, the following:

A. Maintain review criteria and guidelines contained in the historic preservation ordinance to assure fair and impartial evaluation and designation of historic properties and historic districts. The Commission shall periodically review these criteria and make such adjustments or updates as may be required with approval of the Town Council.

B. Review applications for a Major Certificate of Appropriateness and approve, conditionally approve, or deny such applications in accordance with Section 10-050, Certificate of Appropriateness in Chapter 10 of Clarkdale's Zoning Code, to ensure a fair and impartial decision-making process.

C. Review properties proposed for designation as historic properties, and make recommendations to designate, conditionally designate, or deny designation based on adopted Town Codes and Policies.

D. Review property nominations for designation as a historic district, explain to the owners of all such properties therein the potential effects of designation as known to the Commission at that time, and make recommendations to the Planning Commission and Town Council regarding any proposed rezoning within a historic district.

E. Make recommendations to the Town Council regarding the acceptance of gifts, grants, funds, contributions, and bequests from individuals and public or private entities, agencies, foundations, trusts, corporations, and other organizations to support the preservation and protection of the Town's historic resources.

F. Increase public awareness of the values of historic, cultural, archaeological and architectural preservation, by developing and participating in public education programs.

G. Carry out such other duties as may be determined by the Town Council, and present other such recommendations as may be deemed pertinent.

Section 17-8-3 Membership

A. Members should have demonstrated interest, competence, or knowledge in historic preservation, evidenced either by involvement in a historic preservation organization, employment or volunteer activity in the field of historic preservation, professional experience in real estate or construction activities related to historic preservation, educational background in a related field, or other serious interest in the field. To the extent possible, it is desirable that at least two members have professional experience in the field of architecture, planning, history, archaeology, or construction.

B. The Historic Preservation Commission shall have five members appointed by the Mayor and Town Council as set forth in Section 17-1-2, Membership and Term of Office.
C. Vacancies and attendance shall be in accordance with Section 17-1-3, Vacancies and Removal of Members.

D. Special meetings shall be called in accordance with Section 17-1-7, Meetings.

E. The Commission will meet a minimum of quarterly in a calendar year.

Section 17-8-4 Advisory Committees

Advisory committees may be created by the Commission to study and report to the Commission on pertinent matters. Such committees may include citizens who are not members of the Commission but shall include at least one Commission member who shall serve as chair of the committee. Committees appointed for a specific task shall dissolve when the task is completed and its report has been presented to the Commission. Such advisory committees shall be subject to applicable State statutes regarding conduct of meetings, records keeping and public notification.

EXHIBIT A

Article 17-8
HISTORIC PRESERVATION COMMISSION

Sections:

~~17-8-1 Creation~~17-8-1 Creation

~~17-8-2 Powers and duties~~17-8-2 Powers and Duties

~~17-8-3 Membership~~17-8-3 Membership

~~17-8-4 Advisory committees~~17-8-4 Advisory Committees

Section 17-8-1 Creation

There is hereby created a Historic Preservation Commission for the identification, evaluation, ~~protection, preservation, and enhancement of historic properties that have significance for~~protection, preservation, and enhancement of historic properties that have significance for the Town of Clarkdale. ~~the Town of Clarkdale. [Ordinance #405, 2020.]~~

Section 17-8-2 Powers and D~~d~~uties

The Town of Clarkdale Historic Preservation Commission shall make recommendations to the Town Council and have the authority to implement recommendations adopted by the Town Council. The Historic Preservation Commission shall exercise the following powers and duties:

The responsibility of the Commission is to promote the purposes and objectives of thi~~s~~e article and Chapter 10, Historic Preservation District in the Town Zoning Code and shall include, but not be limited to, the following:

~~A. Initially create, for approval by the Town Council, and maintain, and update every five (5) years or as directed by Town Council, a plan for historic preservation of historic properties within the Town of Clarkdale.~~

~~B. Maintain review criteria and guidelines contained in the historic preservation plan to assure fair and impartial evaluation and designation of historic properties and historic~~

~~districts. The Commission shall periodically review these criteria and make such adjustments or updates as may be required with approval of the Town Council.~~

~~A. Maintain review criteria and guidelines contained in the historic preservation plan ordinance to assure fair and impartial evaluation and designation of historic properties and historic districts. The Commission shall periodically review these criteria and make such adjustments or updates as may be required with approval of the Town Council.~~

A. Maintain review criteria and guidelines contained in the historic preservation ordinance to assure fair and impartial evaluation and designation of historic properties and historic districts. The Commission shall periodically review these criteria and make such adjustments or updates as may be required with approval of the Town Council.

B. Review applications for a Major Certificate of Appropriateness and approve, conditionally approve, or deny such applications in accordance with Section 10-050, Certificate of Appropriateness in Chapter 10 of Clarkdale's Zoning Code, to ensure a fair and impartial decision-making process.

C. Review properties proposed for designation as historic properties, ~~explain to the owners thereof the potential effects of such designation as known to the Commission at that time,~~ and make recommendations to designate, conditionally designate, or deny designation based on adopted Town Codes and Policies~~criteria and facts as stated~~.

~~B.~~ D. Review property nominations for designation as a historic district, explain to the owners of all such properties therein the potential effects of designation as known to the Commission at that time, and make recommendations to the Planning Commission and Town Council regarding any proposed rezoning within a historic district.

D. Make recommendations to the Town Council regarding the acceptance of gifts, grants, funds, contributions, and bequests from individuals and public or private entities, agencies, foundations, trusts, corporations, and other organizations to support the preservation and protection of the Town's historic resources.~~Make recommendations to Town Council to accept gifts, grants, funds, contributions, and bequests from individuals and public and private entities, agencies, foundations, trusts, corporations, and other organizations or institutions for the preservation of historic buildings.~~

~~C.~~

E. Increase public awareness of the values of historic, cultural, archaeological and architectural preservation, by developing and participating in public education programs.

~~D.~~

~~E.~~F. Carry out such other duties as may be determined by the Town Council, and present other such recommendations as may be deemed pertinent.

~~D. Review properties proposed for designation as historic properties, explain to the owners thereof the potential effects of such designation as known to the Commission at that time, and make recommendations to designate, conditionally designate, or deny designation based on criteria and facts as stated.~~

~~E. Review property nominations for designation as a historic district, explain to the owners of all such properties therein the potential effects of designation as known to the Commission at that time, and make recommendations to the Planning Commission and Town Council regarding any proposed rezoning within a historic district.~~

~~F. Review and approve, conditionally approve or deny applications for a certificate of appropriateness.~~

~~G. Maintain and periodically review and update the local historic resources inventory and consider the inclusion of any properties which may have come to meet the requirements herein, and the deletion of any properties which may no longer exist or no longer meet the criteria for inclusion.~~

~~H. Conduct detailed studies and surveys of properties and areas and assess their potential for designation as historic properties or historic districts.~~

~~I. Determine and cause to be created a system of markers for designated properties.~~

~~J. Recognize the owners of designated properties. Issue commendations or other forms of recognition to owners of historical properties who have rehabilitated their property in an exemplary manner.~~

~~K. Make recommendations to the Town Council regarding the acquisition of property suitable for preservation. Such acquisition may include the purchase or acceptance of donated property.~~

~~L. Make recommendations to the Town Council regarding the use of Federal, State, Town, or private funds to promote historic preservation.~~

~~M. Make recommendations to Town Council to accept gifts, grants, funds, contributions, and bequests from individuals and public and private entities, agencies, foundations, trusts, corporations, and other organizations or institutions for the preservation of historic buildings.~~

~~N. Cooperate with and enlist the assistance of persons, organizations, foundations and public agencies in matters involving historic preservation, renovation, rehabilitation and reuse, subject to Town Council approval.~~

~~O. Increase public awareness of the values of historic, cultural, archaeological and architectural preservation, by developing and participating in public education programs.~~

~~P. Annually prepare written reports of Commission activities; submit such reports to the Town Council and the State Historic Preservation Office (SHPO). These reports shall be available for public review.~~

~~Q. Work with and assist departments of the Town in matters affecting historic preservation. Commission can recommend to staff and Council that action be taken to prevent the demolition by neglect of designated historic structures.~~

~~R. Assist property owners, upon request, by providing advice, recommendations or direction on matters regarding the restoration, rehabilitation, alteration, landscaping, or maintenance of any historic property.~~

~~S. Encourage and assist property owners of historic properties on procedures for inclusion on State historic listings and the National Register of Historic Places. At the request of property owners, the Commission may provide recommendations to appropriate State and Federal agencies in support of applications for historic designation on specific properties.~~

~~T. Carry out such other duties as may be determined by the Town Council, and present other such recommendations as may be deemed pertinent. [Ordinance #405, 2020.]~~

Section 17-8-3 Membership

A. ~~A.~~ Members ~~–~~ should have demonstrated ~~significant~~ interest, competence, or knowledge in ~~in and commitment to the field of~~ historic preservation, evidenced either by involvement in a historic preservation organization, employment or volunteer activity in the field of historic preservation, professional experience in real estate or construction activities related to historic preservation, educational background in a related field, or other serious interest in the field. To the extent possible, it is desirable

that at least two ~~(2)~~ members have professional experience in the field of architecture, planning, history, archaeology, or construction.

B. ~~B.~~ The Historic Preservation Commission shall have five ~~(5)~~ members appointed by the Mayor and Town Council as set forth in Section ~~17-1-2~~17-1-2, Membership and Term of Office.

C. ~~C.~~ Vacancies and attendance shall be ~~filled~~ in accordance with Section ~~17-1-3~~17-1-3, Vacancies and Removal of Members.

D. ~~D.~~ Special meetings shall be called in accordance with Section ~~17-1-7~~17-1-7, Meetings. ~~[Ordinance #405, 2020.]~~

E. The Commission will meet a minimum of quarterly in a calendar year.

~~E. Attendance by Commission Members shall be in accordance with Section 17-1-3, Vacancies and Removal of Members.~~

Section 17-8-4 Advisory C~~c~~ommittees

Advisory committees ~~–~~may be created by the Commission to study and report to the Commission on pertinent matters. Such committees may include citizens who are not members of the ~~Commission, but~~Commission but shall include at least one ~~(1)~~ Commission member who shall serve as chair of the committee. Committees appointed for a specific task shall dissolve when the task is completed and its report has been presented to the Commission. Such advisory committees shall be subject to applicable State statutes regarding conduct of meetings, records keeping and public notification. ~~[Ordinance #405, 2020.]~~

~~The Clarkdale Town Code is current through Ordinance #439, passed June 24, 2025.~~

~~Disclaimer: The Town Clerk has the official version of the Clarkdale Town Code. Users should contact the Town Clerk for ordinances passed subsequent to the ordinance cited above.~~

~~Town Website: www.clarkdale.az.gov~~

~~Town Telephone: (928) 639-2400~~

~~Hosted by General Code.~~

Staff Report

Item Number: 6.F.

Agenda Item: **Ordinance No. 460 - Text Amendments to Article 17-8, Historic Preservation Commission of the Town Code.**
Discuss, consider and act upon Ordinance No. 460, Text Amendments to Article 17-8, Historic Preservation Commission of the Town Code. Attachments included with item 6e.

Staff Contact: Scott Ellis, Community Development Director

Meeting Date: July 14, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses and visitors to Clarkdale.

Background: The proposed amendments to Article 17-8, Historic Preservation Commission are intended to clarify and streamline the Commission's roles, responsibilities and procedures. The revisions primarily reorganize existing language and remove goals and projects as duties.

Key updates include consolidation of the Commission's powers and duties into a more concise and clearly structured format, refinement of review authority for Certificates of Appropriateness, and clarification of responsibilities related to historic designation, public outreach and coordination with Town Council. Minor edits included formatting and capitalization.

Overall, the amendments do not substantially change the intent of the article but provide clearer, more efficient and defensible language to support the Commission's ongoing work.

Budget Impact: The proposed amendments are administrative in nature and are not expected to have a fiscal impact on the Town.

Recommendation: Staff recommends that the Town Council approve Ordinance No. 460; text amendments to Article 17-8, Historic Preservation Commission of the Town Code and authorize the Mayor, Town Attorney and Town Clerk to execute all documents.

Staff Report

Item Number: 6.G.

Agenda Item: **Ordinance No. 462 - Adoption of the Property Tax Levy for the fiscal year ending June 30, 2027.**
Discuss, consider and act upon Ordinance 462, establishing the primary property tax levy in the amount of $.13981 per hundred of assessed valuation ($1.3981 per thousand of assessed valuation) for the fiscal year ending June 30, 2027.

Staff Contact: Brittany Earles, Finance Director

Meeting Date: July 14, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses and visitors to Clarkdale.
- Goal Area 2 - Enhance the quality and availability of parks, recreation and cultural opportunities.
- Goal Area 3 - Strengthen and diversify our economy through cultivating a business-friendly climate for business attraction and strategically capitalizing upon tourism.
- Goal Area 4 - Plan for the maintenance and growth of quality infrastructure that is sustainable and resilient.
- Goal Area 5 - Strategically invest in organizational development to enhance efficiency and service delivery and to attract and retain an exemplary workforce.
- Goal Area 6 - Adopt water conservation strategies that prevent negative aquifer impacts and no degradation of Verde River Flows.

Background: On June 23, 2026, the Town Council held a public hearing regarding the Town's final budget and property tax levy. State statute requires at least 14 days between the public hearing and adoption of the property tax levy.

The tax levy is placed on each one hundred dollars ($100) of the assessed value of all property, both real and personal, within the corporate limits of the Town of Clarkdale, except property that the law exempts from taxation.

The recommended tax rate for the fiscal year ending June 30, 2027, is $1.3981 to raise $800,000 for purposes of funding general municipal

government operations and maintenance.

The following table reflects the tax rate and levy for the prior four years and the recommended levy for next fiscal year:

FISCAL YEAR	TAX RATE	TAXES (LEVY)
2022-2023	$1.4765	$620,127
2023-2024	$1.4150	$639,000
2024-2025	$1.3443	$667,000
2025-2026	$1.3431	$728,000
2026-2027	$1.3981	$800,000

Budget Impact: $800,000 to General Fund revenue, an increase of $72,000 over last year's levy.

Recommendation: Staff recommends that the Council approve Ordinance 462, with a roll-call vote, establishing the primary property tax levy in the amount of $.13981 per hundred of assessed valuation ($1.3981 per thousand of assessed valuation) for the fiscal year ending June 30, 2027, and authorize the Mayor, Town Attorney and Town Clerk to execute all documents.

ORDINANCE NO. 462

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDAE, YAVAPAI COUNTY, ARIZONA, ADOPTING A PRIMARY PROPERTY TAX LEVY UPON EACH ONE HUNDRED DOLLARS ($100) OF THE ASSESSED VALUATION OF PROPERTY SUBJECT TO THE TAXATION WITHIN THE TOWN OF CLARKDALE FOR THE FISCAL YEAR 2026-2027

WHEREAS, in accordance with the provision of Arizona Revised Statutes, Title 42, Chapter 17, Articles 1-5, the Common Council did, following due public notice, meet in a regular meeting on the 23rd day of June 2026, whereby any taxpayer was privileged to appear and be heard in favor of or against any of the proposed expenditures/expenses or tax levies; and

WHEREAS, Yavapai County is now the tax assessing and collecting authority for the Town of Clarkdale, the Town Manager is hereby directed to transmit a certified copy of this tax levy ordinance to the Yavapai County, Arizona officials as required by law.

WHEREAS, all requirements for Truth in Taxation have been met.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, as follows:

SECTION 1: There is hereby levied on each one hundred dollars ($100) of assessed value of all property, both real and personal, within the corporate limits of the Town of Clarkdale, except such property as may be by law exempt from taxation, a primary property tax rate equating to $1.3981, which is sufficient to generate a primary property tax levy of eight hundred thousand dollars ($800,000), an amount less than the maximum allowable primary tax levy under the Arizona Constitution. The primary property tax levy is for the purpose of providing funds for the general municipal, administrative, operations and maintenance expenses of the Town.

SECTION 2: All ordinances and parts of ordinances in conflict with the provisions of this ordinance or any part of this document adopted herein by reference are hereby repealed.

Irregularity in assessments or omissions in the same, or any irregularity in any proceedings shall not invalidate such proceedings or invalidate any title conveyed by and tax deed; failure or neglect of any officers or officers to timely perform any of the duties assigned to him or to them shall not invalidate any proceedings or any deed or sale pursuant thereto, the validity of the assessment or levy of taxes or of the judgment of sale by which the collection of the same may be enforced shall not effect the lien of the Town of Clarkdale upon such property for the delinquent taxes unpaid thereof; overcharge as to part of the taxes or of costs shall not invalidate any proceedings for the collection of taxes or the foreclosure of the lien therefor or a sale of the property under such foreclosure; and all acts of officers de facto shall be valid as if performed by officers de jure.

SECTION 3: This ordinance shall be in full force effect from and after its passage by the Council and approval by the Mayor.

ORDINANCE NO. 462

PASSED AND ADOPTED by the Mayor and Council of the Town of Clarkdale, Arizona, this 14th day of July 2026.

ATTEST:

_____ _____

Robyn Prud'homme-Bauer, Mayor Charity Brooks, Town Clerk

APPROVED AS TO FORM:

_____

Stephen Polk, Town Attorney

Passed:

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

Staff Report

Item Number: 6.H.

Agenda Item: **Resolution No. 1764 - Updating the Town Fee Schedule - Sanitation, Parks and Community Development**
Discuss, consider and act upon Resolution No. 1764, updating the Town Fee Schedule by setting Sanitation, Parks and Community Development rates, amending Resolution No. 1754.

Staff Contact: Virginia Smith, Public Works Director

Meeting Date: July 14, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses and visitors to Clarkdale.
- Goal Area 2 - Enhance the quality and availability of parks, recreation and cultural opportunities.
- Goal Area 3 - Strengthen and diversify our economy through cultivating a business-friendly climate for business attraction and strategically capitalizing upon tourism.
- Goal Area 4 - Plan for the maintenance and growth of quality infrastructure that is sustainable and resilient.

Background: As part of the Fee Adoption Process, a Notice of Intent was posted by the Town Public Information officer on the Town Website on May 12, 2026 (no less than 60 days prior to the Council Meeting adopting the Fee Resolution). Additionally, the Notice of Intent was placed on Town Social Media platforms on July 7th, 2026. A message was also included on the June 17, 2026, utility bills noting the date, time and location of the Town Council meeting. The attached Fee Resolution is the final step for the adoption of these fees and surcharges. The fee changes will be effective upon adoption.

Budget Impact: The impact on budget with vary by Fund (01 – General Fund, 12 – Sanitation, 19 – Cemetery) and fee type.

Recommendation: Staff recommends that the Council approve Resolution No. 1764, updating the Town Fee Schedule by setting fees for Sanitation, Cemetery, Parks, and Community Development and authorize the Mayor and Town Clerk to execute

all documents.

RESOLUTION # 1764

RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, ARIZONA, AMENDING RESOLUTION #1754 AND THE FEE SCHEDULE ADOPTED THEREUNDER; SETTING FEES FOR THE TOWN OF CLARKDALE BY ADJUSTING RATES AND FEES FOR SANITATION, PARKS AND RECREATION AND COMMUNITY DEVELOPMENT.

WHEREAS, As part of the Fee Adoption Process, a Notice of Intent was posted by the Town Public Information officer on the Town Website on May 12, 2026; and

WHEREAS, a Notice of Intent was placed on Town Social Media platforms on July 7, 2026; and

WHEREAS, a message was also included in the June 17, 2026 utility bills noting the date, time and location of the Town Council meeting.

BE IT RESOLVED, that the following price and fee structure is hereby revised as shown in exhibit A.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Clarkdale, Arizona, the 14th day of July 2026.

APPROVED: ATTEST:

Robyn Prud'homme-Bauer, Mayor Charity Brooks, Town Clerk

RESOLUTION # 1764

EXHIBIT A

GENERAL FEES:

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

RESOLUTION # 1764

FACILITY REIMBURSEMENT FEES:

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

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

LOWER TAPCO RIVER ACCESS FEE

River Access Fee	$5.00

VERDE RIVER @ CLARKDALE MEMBERSHIP

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

VERDE RIVER @ CLARKDALE OUTFITTER LICENSING FEES

One Time Events – per customer	$8.00
Annual Deposit Fees:	

(0-99 customer units)	$60.00
(100-499 customer units)	$360.00
(500-1,499 customer units)	$1,200.00
(1500 or more customer units)	$2,000.00

FACILITY USE FEES - CLARK MEMORIAL CLUBHOUSE

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

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

COURT FEES:

Court Fine Mailings per registered mailing	$10.00

Dog Impoundment	$20.00
Dog Housing	$10.00/day
Default Fee – Per default judgment entered in a civil offense or civil traffic violation case upon failure to appear or failure to pay a civil sanction, unless such default judgment is set aside under Rule 28, Rules of Procedure in Civil Traffic Cases (as amended). May be waived by the Court. Town Code 1-8-8(B)	$50.00
Warrant Administrative Fee – Charged when a warrant for failure to pay a fine, sanction, restitution, or agency fees, or issues an order to show cause (OSC) to enforce probation or court-ordered counseling or school. Imposed on the person for whom the arrest warrant is issued, or the defendant found in violation at the conclusion or default in an OSC hearing, and it shall be added to the amount set forth in an arrest warrant. May be waived by the Court.	$100.00
Municipal Court Enhancement Fund Fee – This fee is used to enhance the technological, operational and security capabilities of the court. This fee is applicable to all fines, sanctions, assessments and diversion or probation programs.	$22.00 – $24.00
Collection Fee – The defendant shall be liable for all costs of collection, including attorney fees and fees charged by a collection agency engaged by the court.	
Court Appointed Counsel Fee – In addition to court appointed attorney reimbursement costs. May be waived by the Court.	$25.00
Court Deferral Fee – This fee is used when the Town Prosecutor defers prosecution upon the completion of Deferred Prosecution Agreement or the Deferred Entry of Judgment Agreement for counseling or community service. A one-time discretionary fee as determined by the Town Prosecutor within a range of $1.00 to $1,000.00. Deferral fees collected from the defendant will be retained fully by the Town. (Resolution #1537 1/10/17)	Per Town Prosecutor Discretion
Minimum Clerk Fee	Per A.R.S 22-404
Research Fee	Per A.R.S 22-404

Record Duplication	Per A.R.S 22-404
Copies of Documents	Per A.R.S 22-404

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

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

COMMUNITY DEVELOPMENT FEES:

Sidewalk Café Permits	$350.00 DRB plus $100.00 permit fee
Banner Sign Permit	$25.00 Per Banner $150.00 flat fee for a maximum of 10 banners per year
~~Comprehensive Sign Permit (in conjunction with and in addition to a PAD, Commercial, Industrial, or Residential Project subject to Chapter 11 Design Review and Site Plan Review)~~ Permanent Sign Permit	 $~~500.00~~150.00
Special Event Permit	$100.00

RESOLUTION # 1764

Inspection Fee for Projects Without an Active Building Permit	$150.00 per hour 2 hour minimum
Minor Land Division	$350.00
Lot Split (2 ½ acres or less into 2 or 3 lots or parcels)	$100.00
Lot Line Adjustment	$50.00
Abandonment Request	$150.00
Subdivision Abandonment or Amend Recorded Plat	$150.00
Public Right-of-Way Abandonment	$350.00
Design Review Board Application	$350.00
Variance Request – Residential	$500.00
Variance Request – Commercial	$800.00
Conditional Use Permit Request	$800.00
Zoning Change	$1,000.00 plus $20.00/acre
Appeal of Design Review Decision	$500.00
Request By Applicant to Table Hearing After Advertisement	$100.00
Zoning Code	$50.00
Zoning Verification Letter	$175.00
General Plan Amendments - minor	$2,000.00
General Plan Amendments – major	$2,500.00
Text Amendment not initiated by Town Council or Planning Commission	$700.00
Annexation Application Initial Deposit	$5,000.00
Mapping: Plot of County Parcel map for individual property and approximately 300 foot area around parcel, black and white with no aerial information with or without zoning boundaries and annotation.	
8 ½" x 11"	$0
11"x17"	$0

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

SUBDIVISION FILING FEES:

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

PAD/PUD FEES:

Preliminary Development Plan	$1,700.00 +$55.00 per acre
With Zoning Map Changes	Preliminary Development fees + additional $500.00
With General Plan Amendment (minor)	Preliminary Development fees + additional $500.00
With General Plan Amendment (major)	Preliminary Development fees + additional $750.00
Revised Preliminary or Final Site Plan Initiated by Applicant	$250.00 + $5.00 per acre
Master Plans without Zoning Map Changes	$500.00 + $5.00 per acre

Legal, engineering and inspection fees for subdivisions, PAD's and PUD's	Equal to the amount charged to the Town

BUILDING PERMIT FEES:

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

New/upgraded service per 100 amps	$100.00
Wiring revisions and additions to the electrical system	$50.00
Solar electrical systems	$125.00
Mechanical Fees:	
Replacement heating/cooling unit, same size, no duct or fuel change	No Charge
Additional heating/cooling units	$75.00
Solar heating system	$75.00
Addition of or replacement of solid fuel burning device such as wood or pellet stove, gas or wood burning fireplace or stove.	$75.00
Solar heating system	$75.00
Solar water heater	$75.00
Repair and /or addition to gas line	$40.00
Plumbing Fees:	
Repair or extension of water or sewer line	$50.00
Lawn sprinkler or drip irrigation system	$25.00
Gray water system	$35.00
Recirculating pump	No Charge
Repair and /or addition to gas line	$50.00
Grading Fees:	
Grading permit fees are based on combined total of raw cut/raw fill	
Grading Plan Review:	
50 cubic yards or less	No Charge
51 to 100 cubic yards	$60.00
101 to 1000 cubic yards	$115.00
1001 to 10,000 cubic yards	$230.00
10,001 to 100,000 cubic yards	$230.00 for first 10,000 cubic yards, plus $30.00 for

	each additional 10,000 cubic yards or fraction
100,001 to 200,000 cubic yards	$350.00 for first 100,000 cubic yards, plus $25.00 for each additional 10,000 cubic yards or fraction
200,001 cubic yards or more	$500.00 for first 200,000 cubic yards, plus $15.00 for each additional 10,000 cubic yards or fraction
Grading Permit:	
50 cubic yards or less	$26.00
51 to 100 cubic yards	$41.00
101 to 1000 cubic yards	$41.00 for first 100 cubic yards, plus $20.00 for each additional 100 cubic yards or fraction
1001 to 10,000 cubic yards	$214.00 for first 1000 cubic yards, plus $16.00 for each additional 1000 cubic yards or fraction
10,001 to 100,000 cubic yards	$358.00 for first 10,000 cubic yards, plus $73.00 for each additional 10,000 cubic yards or fraction
100,001 cubic yards or more	$1,011.00 for first 100,000 cubic yards, plus $41.00 for each additional 10,000 cubic yards or fraction
Decks:	
Under 16 square feet & less than 30 inches above grade	$50.00
More than 16 square feet & 30 inches or less above grade	$75.00
More than 16 square feet & more than 30 inches above grade	$125.00

Detached Accessory Building:	
Less than 50 square feet, but permission for construction must be granted by Community Development Director (Effective 3-11-14)	$75.00
50 – 120 square feet	$75.00
121 – 768 square feet	$100.00
Over 768 square feet	Building Valuation Data, Table 1-A and 20% plan review fee
Detached Carports	$100.00
Elevators and chairlifts	$100.00
Covered patios and carports added to existing buildings	Calculated using the cost or estimated cost certified by the owner or contractor, Table 1-A and a 10% permit review charge
Fences (not including masonry privacy walls)	$50.00
Self-supporting masonry walls, including privacy and retaining walls over 4 feet high, measured from the bottom of the footing	$2.50 per lineal foot
Re-roofing on residential	$50.00
Demolition	$75.00
Hazardous material surveys and methods of removal may be required for review and approval by the Building Official prior to issuance of a permit	
Each inspection after required initial and one re-inspection	$100.00
Decorative Pools (ponds, etc)	$200.00
Swimming Pool - Above ground	$55.00
Swimming Pool - Inground	$350.00
Spa/Hot Tub	$100.00
Monument Sign Permit	$50.00
~~Home Occupation License~~	~~$40.00~~

RESOLUTION # 1764

PUBLIC WORKS FEES:

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

ENGINEERING FEES: PLAN REVIEW

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

REPORT REVIEW FEES:

Drainage Report – Master Residential Development	$1,250.00 + $1.50/acre
Drainage Report – Residential Single Subdivision	$750.00 + $5.50/acre

Drainage Report – Custom Home	$250.00
Drainage Report – Commercial Subdivision	$750.00 + $2.50/acre
Drainage Report – Commercial Individual Lot	$500.00
Traffic Impact Analysis – Master Residential Development	$2,200.00
Traffic Impact Analysis – Residential Single Subdivision	$900.00
Traffic Impact Analysis – Commercial Parcel	$500.00
Water Analysis Report – Master Development	$2,500.00
Water Analysis Report – Single Subdivision	$400.00
Wastewater Analysis Report – Master Development	$1,250.00
Wastewater Analysis Report – Single Subdivision	$400.00
Right-of-Way Dedication or Easement (Separate Instrument)	$250.00 (ea.)
Maintenance Improvement District (MID) Formation Petition	$10.00/lot
Street Light Improvement District (SLID) Formation Petition	$10.00/lot

POLICE DEPARTMENT FEES:

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

Police Redaction – Videos	$46/hour
Police Reports – Commercial Use (Electronic)	$10.00 + Transmittal device cost (if required)
Police Escort Rate (Per Officer & Vehicle)	$ 65.00 Per Hour and $ .50 Per Mile
Vehicle Impound Hearing	$150.00

VALLEY VIEW CEMETERY FEES:

Section V One-Half Lot	$1200.00
Section V Perpetual Care	$ 965.00
All other Sections One-Half Lot	$1000.00
All other Sections Perpetual Care	$ 500.00
Cremains Lot	$300.00
Cremains Perpetual Care	$175.00
Single Burial Open/Close	$1100.00
Cremains Open/Close	$300.00
Single Dome	$300.00
Child Dome	$240.00
Companion Dome	$535.00
Oversized Dome	$420.00
No Sunday or Holiday Services. Services must start by 3 p.m.	
Friday/Saturday Services	$500.00
Early Burial (less than two days' notice)	150% of open/close
Casket Exhumation (in addition to open/close fees)	$1300.00
Cremation Disinterment (in addition to open/close fees)	$ 300.00
Lot Transfer Fee	$50.00

Lot and Perpetual Care must be paid in full to reserve a Lot. Open/Close, Dome, and other fees cannot be paid more than 30 days in advance of service.	

RECLAIMED WATER FEE

Reclaimed Water Rate - Per 1,000 gallons	$2.00/1,000 gallons

WATER SYSTEM CONNECTION CHARGES

Type A Fees	Meter Size (inches)	
	5/8”	$500.00
	1”*	$650.00*
	1 ½”	$850.00
	2”	$1,150.00
	3”	$2,685.00
	4”	$3,635.00
	6”	$8,485.00
	8”	$11,485.00
***Note: A customer having a 1” meter solely to service a mandated residential fire sprinkler system will be charged a 5/8” base user rate.**		
New connections without infrastructure		At cost
Meter size changes		At cost

WATER SYSTEM NEW ACCOUNT FEES

Deposits	
¾ or 5/8”	$100.00
1”	$125.00
1 ½”	$200.00

2”	$300.00
3”	$400.00
4”	$500.00
6”	$600.00
8”	$700.00
Deposits – Deposits will be returned to homeowner customers after one year, if no delinquencies occur. There will be no interest paid on the deposit. Rental Accounts - Retain deposits until account is closed on rental accounts.	
Water Service Turn-On	$50.00
Emergency and Construction Turn-On/Turn-Off	
During Business Hours	$50.00
Non-Business Hours	$150.00

WATER CAPACITY FEES (Effective 2/8/2013)

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

RESOLUTION # 1764

WATER SERVICE RATES

System Replacement Surcharge (Created 6/22/10 – Effective 7/22/10)	
Meter Size (inches)	
5/8”	$3.21
1”*	$4.47
1 ½”	$7.27
2”	$10.63
3”	$21.25
4”	$33.58
6”	$67.15
8”	$106.08
Note: A customer having a 1” meter solely to service a mandated residential fire sprinkler system will be charged a 5/8” System Replacement Surcharge	
Other Charges Per Billing Period Per Meter	
Water Resource Development	$4.00
Regional Water Associations	$0.32
Gila River Adjudication	$0.41
Water Conservation Program	$0.25

WATER SERVICE RATES: (Effective January 2026)

Base User Rate Per Billing Period	

Meter Size (inches)	
5/8”	$ 35.98
1”*	$ 59.70
1 ½”	$ 119.41
2”	$ 191.35
3”	$ 382.70
4”	$ 604.67
6”	$ 1,209.34
8”	$ 1,910.45
***Note: A customer having a 1” meter solely to service a mandated residential fire sprinkler system will be charged a 5/8” base user rate**	
Tiers - Volume Rates Per Thousand Gallons	
0-1,000 Gallons Per Month (included in base rate)	$0.00
1,001- 5,000 Gallons Per Month	$6.31
5,001 – 10,000 Gallons Per Month	$6.55
10,001 – 15,000 Gallons Per Month	$9.17
15,001 – 20,000 Gallons Per Month	$9.48
20,001 – 25,000 Gallons Per Month	$13.54
25,001 – 30,000 Gallons Per Month	$13.79
Over 30,000 Gallons Per Month	$13.98

WATER SERVICE RATES: (Effective January 2027)

Base User Rate Per Billing Period	
Meter Size (inches)	
5/8”	$38.50
1”*	$63.88

1 ½”	$127.77
2”	$204.75
3”	$409.49
4”	$646.99
6”	$1,294.00
8”	$2,044.18
***Note: A customer having a 1” meter solely to service a mandated residential fire sprinkler system will be charged a 5/8” base user rate**	
Tiers - Volume Rates Per Thousand Gallons	
0-1,000 Gallons Per Month (included in base rate)	$0.00
1,001- 5,000 Gallons Per Month	$6.75
5,001 – 10,000 Gallons Per Month	$7.01
10,001 – 15,000 Gallons Per Month	$9.81
15,001 – 20,000 Gallons Per Month	$10.15
20,001 – 25,000 Gallons Per Month	$14.49
25,001 – 30,000 Gallons Per Month	$14.76
Over 30,000 Gallons Per Month	$14.96

WATER SERVICE RATES: (Effective January 2028)

Base User Rate Per Billing Period	
Meter Size (inches)	
5/8”	$41.19
1”*	$68.35
1 ½”	$136.71
2”	$219.08
3”	$438.16
4”	$692.28

6”	$1,384.58
8”	$2,187.27
***Note: A customer having a 1” meter solely to service a mandated residential fire sprinkler system will be charged a 5/8” base user rate**	
Tiers - Volume Rates Per Thousand Gallons	
0-1,000 Gallons Per Month (included in base rate)	$0.00
1,001- 5,000 Gallons Per Month	$7.22
5,001 – 10,000 Gallons Per Month	$7.50
10,001 – 15,000 Gallons Per Month	$10.49
15,001 – 20,000 Gallons Per Month	$10.86
20,001 – 25,000 Gallons Per Month	$15.50
25,001 – 30,000 Gallons Per Month	$15.79
Over 30,000 Gallons Per Month	$16.01

WATER SYSTEM – OTHER WATER UTILITY RATE AND FEE POLICIES

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

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

WASTEWATER USER FEES: (Effective January 2026)

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

WASTEWATER USER FEES: (Effective January 2027)

Residential User	$65.62 per month
Multi-Family Residential	$65.62 per month per unit

Commercial	$65.62 per month minimum base rate, plus a usage fee of $2.73 per thousand gallons of water purchased in excess of 5,000 gallons per month

WASTEWATER USER FEES: (Effective January 2028)

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

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

Meter Size (inches)	
5/8”	$500.00
1”*	$1,500.00
1 ½”	$3,000.00
2”	$5,000.00
3”	$10,000.00
4”	$15,000.00
6”	$30,000.00
8”	$50,000.00
*Note: A customer having a 1” meter solely to service a mandated residential fire sprinkler system will be charged a 5/8” base user rate	
All connection fees are to be collected in advance with the following exceptions:	

For buildings completed and occupied prior to May 27, 1997, and where the connection fee falls within specified amounts, a partial financing option will be made available.		
If connection is completed within 6 (six) months of the time that the sewer service becomes available, at least ½ (one-half) of the fee is to be paid to the Town of Clarkdale.		
Specified Amount of Connection Fee	Specified FinancingTime Time Period	
$10,000-$49,999.99	3 years	
$50,000 +	5 years	

WASTEWATER CAPACITY FEES (Effective 2/8/2013)

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

TRASH RATES/FEES:

Household Trash Service Per Month	
One Small Container (64 Gallons)	$~~15.75~~17.75
One Large Container (96 Gallons)	$~~18.25~~20.75

Two Small Containers	$~~20.50~~23.25
Two Large Containers	$~~23.00~~26.25
Each Additional After 2 Containers	$~~15.00~~16.50
Account Collections (Referrals)	At Cost
Disconnection for Non-Payment - Service shall be discontinued for non-payment thirty (30) days from the due date. (Effective: 4/25/14)	
Account Delinquencies (Effective: 4/25/14)	Past due Amount at 10% After 21 Days

RESOLUTION # 1764

AVERAGE DAILY SEWAGE FLOW

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

Per meal served	7
Schools: Boarding (pupil)	100
Day with cafeteria, gymnasiums and showers (pupil)	25
Day with cafeteria, no gymnasiums and showers (pupil)	20
Day without cafeteria, gymnasiums or showers (pupil)	15
Service Station (bay)	1000
Shopping Center (sq. ft. of store area) (no food/laundry)	0.1
Single Family Residence	280
Stores: Under 5000 Sq. Ft. retail floor	500
Over 5000 sq. ft. retail floor (sq. ft.)	0.1
Swimming Pool (swimmer)	10
Theaters: Drive-In (car space)	5
Movie (seat) (vehicle)	5

RESOLUTION # 1764

TABLE 1-A BUILDING PERMIT FEES

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

Staff Report

Item Number: 6.I.

Agenda Item: **2025-2026 General Plan Annual Report**
Discuss, consider, and act upon the 2025-2026 General Plan Annual Report.

Staff Contact: Clover Pinion, Senior Planner

Meeting Date: July 14, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 5 - Strategically invest in organizational development to enhance efficiency and service delivery and to attract and retain an exemplary workforce.

Background: The Fiscal Year 2025–2026 General Plan Annual Report summarizes the Town's progress toward implementing the goals and objectives of the adopted General Plan. The report highlights key accomplishments, ongoing initiatives, and strategic projects related to infrastructure, economic development, housing, historic preservation, water resources, transportation, parks and recreation, and organizational development. Overall, the report demonstrates continued advancement of the community vision and priorities established by the General Plan.

Budget Impact: The report is administrative in nature and is not expected to have a fiscal impact on the Town.

Recommendation: Staff recommends that the Council approve the Fiscal Year 2025-2026 General Plan Annual Report.

CLARKDALE

the Gem of Arizona



GENERAL PLAN

ANNUAL REPORT

2025–2026

FISCAL YEAR ENDING JUNE 30, 2026

PRESERVE
Our Historic Character

INVEST
In Our Community and Infrastructure

ENHANCE
Quality of Life for All Who Live, Work and Visit

Working together to preserve our past, strengthen our present, and build a **vibrant future for Clarkdale.**

This Annual Report provides a comprehensive overview of implementation efforts associated with the Town of Clarkdale General Plan and Strategic Plan initiatives. The report is intended to assist Town Council, staff, commissions, and the public in tracking progress toward community goals and identifying ongoing and future priorities.

During this reporting period, the Town continued significant efforts related to infrastructure planning, economic development, housing initiatives, historic preservation, water conservation, transportation improvements, and organizational development.

Key accomplishments included:

- Completion and advancement of the comprehensive Zoning Code Update
- Ongoing coordination for major development projects and economic initiatives
- Progress on water infrastructure and conservation planning
- Expansion of recreation, trail, and park improvement projects
- Continued historic preservation initiatives
- Implementation of strategic organizational and workforce initiatives

Strategic Plan and Master Project List Integration

The following sections organize strategic projects under the most appropriate General Plan subcategories to support annual implementation tracking, reporting, and departmental coordination.

Based on the activities summarized in this report, the Town of Clarkdale continues to implement and advance the goals, policies, and objectives contained within the adopted General Plan. The projects and initiatives identified herein demonstrate measurable progress toward achieving the community vision established by the General Plan.

Chapter 2 – Land Use Element

Current Conditions

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Current Development Projects (Plateau, Belle Maison, Taawaki Hotel Remodel, Railroad Expansion, Downtown Projects)	Community Development	Active	1	All projects are moving forward & are different stages of approval or permitting.
Downtown Property Evaluation	Admin / Community Development	Ongoing	2	Two property owners were approached about selling to the town, both declined.
Municipal Building Repairs/Maintenance	Town Manager / Public Works	Ongoing	5	
Neighborhood Clean Up Events	Public Works	Ongoing	1	The two events conducted in FY26 hauled away 41 dumpsters totaling 59.84 tons of solid waste.
Circle K Development Process	Community Development	In Progress	1 & 2	Civil plans are in review & building permits are in the process of being applied for.
U-Haul Development Process	Community Development	In Progress	1 & 2	Design Review is still in progress.

Zoning Districts

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Incentive Policy for Housing	Community Development	In Progress	1	Discussions have been started.
Public/Private Partnership Housing Evaluation	Community Development	In Progress	1	Pending meetings with developers.

Specific Area Plans

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Bitter Creek Area Development Plan	Community Development / Economic Development	Ongoing	1	
Downtown Revitalization Efforts	Community Development / Economic Development	Ongoing	2	
89A Corridor Economic Development	Community Development / Economic Development	Ongoing	1 & 2	

Land & Use Designations

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
No projects at this time				

Key Accomplishments

- 13 Chapter Zoning Code Overhaul Approved
- 2024 Building Code Updates Approved

Transportation Planning

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Centerville Road Project	Community Development / Public Works	In Progress	4	Acquired properties have been demoed & the soil testing came back; the project is moving forward.
Broadway / Connectivity Planning	Public Works	Ongoing	4	Preliminary design work completed for lower Centerville bike/ped improvements for grant application.
Upper Clarkdale Traffic Engineering Study	Public Works	Complete	4	Striping complete, study under advisement.

Roadway Improvements

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Luke Lane Design & Pavement	Public Works	Design	4	Grant awarded for design.
Cement Plant Road Improvements	Public Works	Grant Pursuit	4	Design complete.
Alleyway Improvements	Public Works	Complete	4	
Pavement Management Program	Public Works	Ongoing	4	Completed projects for 2025/2026 fiscal year: Chip & fog seal for Centerville &

				Patio Park, overlay for Rio Vista, crack, seal & fog seal for Sky Drive, & slurry seal for South Broadway.
Traffic Enforcement Initiatives	Police Department	Ongoing	4	Purchased two new speed signs and trailers.
Bitter Creek Bridge II	Public Works	Design Complete	4	RFP for materials.

Bike/Pedestrian Enhancements

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Clarkdale Parkway Improvements	Public Works	Design Complete/Grant Pursuit	1 & 2	
Bike Lane Improvements	Public Works	Ongoing	1 & 2	Green paint & pavement markings completed in upper Clarkdale.

Trails

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Trails Master Plan Implementation	Parks & Recreation / Public Works	Ongoing	1 & 2	

Key Accomplishments

- Bitter Creek Bridge Design Complete
- Clarkdale Parkway Improvements Design Complete
- Cement Plant Road Multi-model Design Complete

Chapter 4 – Cost of Development Element

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Water/Wastewater Rate Study & Capacity Fee Evaluation	Public Works / Finance	In Progress	4	Supplemental submitted for FY 2027.
Annual CIP Planning Process	Admin / Public Works/Community Development	Ongoing	4	
Grant Funding Pursuit for Major Capital Projects	Admin	Ongoing	1	
Funding Strategy for Purple Pipe Construction	Public Works	In Progress	4	Awarded grant for design which was completed.

Chapter 5 – Future Growth Areas Element

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Commercial & Industrial Growth Planning	Community Development / Economic Development	Ongoing	1	
Workforce Housing Initiatives	Community Development	In Progress	1	
Infill Development Coordination	Community Development	Ongoing	5	
Economic Development Recruitment Program	Economic Development	Ongoing	3	

Chapter 6 – Community Design Element

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Downtown Wayfinding Signage Program	Parks & Recreation	Active	1 & 2	
Downtown Vibrancy Initiatives	Community Development / Economic Development	Ongoing	1 & 2	
CIP Projects	All	Ongoing & Complete	1 & 4	

Water Supply

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
89A Well Buildout	Public Works	In Progress	4	Re-drilled well, design is 90% complete for connection to system.
New Water Storage Tank Funding	Public Works	Grant Pursuit	4	Applied for Congressionally Directed Spending.
Water Campus Expansion	Public Works	In Progress	4	Design in the works, ~ 60% complete.
Cemetery Well Feasibility	Public Works	Under Evaluation	4	Re-drilled well, source samples taken, evaluating pump size benefits vs cost to connect to system.
Stormwater Management Practices	Public Works	Ongoing	4	

Regional Water Planning

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
H2O 2050 Water Conservation Strategy	Public Works / Admin	Ongoing	4	Drought Strategy Code and New Water Conservation Code in progress.
Water/Wastewater Master Plan Projects	Public Works	Ongoing	4	Integrated into CIP.

Wastewater

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Purple Pipe Design	Public Works	Design Complete	4	
Funding Strategy for Purple Pipe Construction	Public Works	Grant Pursuit	4	Researching construction grants.
Third North Sewer Realignment	Public Works	Complete	4	

Conservation Programs

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Water Conservation Code Adoption	Public Works / Community Development	In Progress	6	Completed one Council work session, second one is scheduled.
Water Report Card / Dashboard	Public Works	In Progress	6	Work session completed with Council to identify parts of ASU collaboration to use. Data updates in progress.
AMI Cellular Meter Installation	Public Works	Complete	4 & 6	
Lost Water Evaluation	Public Works	In Progress	6	Created an action plan. Valve replacements being completed with PRV hydrant projects. Valve exercising with new vac tailer attachment. RWAA assisted

				with spot detection. Completed meter swaps in preparation for system isolation. Replaced Mountain Gate well production meter. Ordered replacement for Haskell Springs Well. Replacing service lines in Crossroads.
Advanced Water Purification Research	Public Works	Ongoing	1	Research continues as ADEQ releases new/updated direction.

Key Accomplishments

- Completed AMI Meter Installation
- Purple Pipe Design Completed
- Continued Implementation of Water Conservation Initiatives
- Third North Sewer Realignment Completed

Chapter 8 – Environmental Planning & Sustainability Element

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Verde River Invasive Species Removal	Parks & Recreation	Ongoing	6	
Flight Training Mitigation Efforts	Admin	Ongoing	1	
Environmental & Sustainability Programming	Parks & Recreation / Admin	Ongoing	1	
Effluent Discharge Into Bitter Creek	Public Works	Ongoing	6	Preliminary study completed. Second study started with TNC grant assistance.
EV Charging Station & Electric Vehicle Program	Public Works / Police	In Progress	5	Police Department EV charges installed. Vehicles ordered.
Water-Wise Education Campaign	Public Works / Admin	Ongoing	1 & 6	Eye on Water notices sent with instructions on how to set up a leak alert.

Economic Partnerships

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Verde Canyon Railroad Partnership	Economic Development / Admin	Ongoing	3	
Economic Development Working Group	Admin / Economic Development	In Progress	3	
Economic Development Web Page Update	Economic Development	In Progress	3	Developing list of businesses to highlight.

Downtown Revitalization

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Downtown Revitalization Efforts	Community Development / Economic Development	Ongoing	1 & 3	
Arts Incubator / Pop-Up Shops	Economic Development / Library	Under Evaluation	3	

Tourism

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Tourism Retail Recruitment	Economic Development	Ongoing	3	Applied for Opportunity Zoning. Quarterly meetings with strategists.
Tourism Marketing Working Group	Economic Development	Ongoing	3	Frequent meetings with strategists.

Industrial Development

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Railroad Expansion Coordination	Community Development / Economic Development	Active	3	

Workforce Development

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Workforce Training Partnerships	Admin	Ongoing	5	
Entrepreneurship & Remote Worker Strategies	Economic Development	Ongoing	5	

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Centerville Park CDBG Project	Parks & Recreation	In Progress	2	Received $311,151 in CDBG funding for safety and ADA improvements; completion anticipated in early 2027.
Park Infrastructure Replacement	Parks & Recreation	Ongoing	2	
Verde River RAP Improvements	Parks & Recreation	Ongoing	1 & 2	
Copper Penny Park Signage	Parks & Recreation	In Progress	2	
Park Steward Program Expansion	Parks & Recreation	In Progress	2	
Trail Maintenance Volunteer Program	Parks & Recreation	Ongoing	2	
Concert Series & Community Events	Parks & Recreation	Ongoing	2	Eight fully sponsored concerts; Expanded Fourth of July festivities for the USA's 250th Anniversary; Continued annual Halloween and Santa Comes to Clarkdale events; Supported major community events including Clarktoberfest, Cocodona, Vintage Run, the Clarkdale Car Show,

				and Smelter Town Beer Fest.
Volunteer Appreciation Event	Parks & Recreation	Ongoing	5	Honored 71 volunteers at the 2026 Volunteer Appreciation Event; Sponsorships covered most event costs; Volunteers supported events, grant management, photography, Flag Corps, and community programs.
ADA Improvements in Public Spaces	Public Works / Parks & Recreation	Ongoing	4	

Key Accomplishments

- Grand Opening of Selna Mongini STEAM Park
- Expanded Recreation & Event Programming
- Advanced Park Improvement Projects

Chapter 11 – Housing Element

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Income-Aligned Housing Initiatives	Community Development	In Progress	1	Working on meeting with developers. Applied for Opportunity Zoning.
Housing Repair Assistance Programs	Community Development / Public Works	Ongoing	1	
Workforce Housing Research	Community Development	Ongoing	1 & 5	Working on meeting with developers. Applied for Opportunity Zoning.

Key Accomplishments

- Housing Plan Approved February of 2026

Chapter 12 – Historic Preservation Element

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Historic Town Complex Preservation	Public Works	Ongoing	1	
Coordination with Tuzigoot & Yavapai-Apache Nation	Historic Preservation / Community Development	Ongoing	1, 2 & 3	Have reached out for a meeting.
Historic Tourism & Downtown Preservation Initiatives	Historic Preservation / Economic Development	Ongoing	1 & 3	HPC has created a strategic plan.

Key Accomplishments

- Clark Building Exterior Completed
- 2025 Governor's Heritage Preservation Honor Award
- Public Works/Community Development Windows Installed

Chapter 13 – Education Element

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
STEAM Programming at Selna Mongini Park	Parks & Recreation	Complete	2	Hosted a community STEAM event with 15 partner organizations and approximately 300 attendees; Featured hands-on demonstrations and interactive learning activities focused on science, technology, engineering, art, and math.
Community Water Education Programs	Public Works	Ongoing	6	Planning in progress.
Lunch-&-Learn Educational Series	Admin/Town Clerk	Ongoing	1	
Community Partnerships with Yavapai College	Admin	Ongoing	5	
Workforce Training Coordination	Admin / HR	Ongoing	5	

Additional Information

Organizational Development & Workforce Retention

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Employee Wellness Program	Admin / HR	Ongoing	5	
Leadership & Communication Training	Admin / HR	Ongoing	5	
Employee Handbook Updates	Admin / HR	Ongoing	5	
Ethics & Cybersecurity Training	Admin / HR	Ongoing	5	
Succession Planning	Admin / HR	Ongoing	5	
Long-Term Financial Planning	Admin / Finance	Ongoing	1 & 5	
Benchmarking for Pay & Benefits	Admin / HR	Ongoing	5	

Reporting

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Town Annual Report	All	Completed	1	
Strategic Plan Annual Review Process	All	Ongoing	1	

Project / Initiative	Responsible Department	Status	Strategic Plan Alignment	Progress Notes
Quarterly KPI Reporting	All	Ongoing	1	
Project Matrix Maintenance	All	Ongoing	1	

Strategic Goals

Strategic Goal	Description
Goal Area 1	Enhance quality of life for residents, businesses, & visitors to Clarkdale
Goal Area 2	Enhance the quality & availability of parks, recreation, & cultural opportunities
Goal Area 3	Strengthen & diversify the economy through tourism & business development
Goal Area 4	Plan for the maintenance & growth of quality infrastructure
Goal Area 5	Strategically invest in organizational development & workforce retention
Goal Area 6	Adopt water conservation strategies that protect the Verde River & aquifer

Staff Report

Item Number: 6.J.

Agenda Item: **Human Resources Policy Updates**
Discuss, consider and act upon minor revisions to the Human Resources Policy Manual.

Staff Contact: Angela Benavides, Human Resources/Risk Director

Meeting Date: July 14, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 5 - Strategically invest in organizational development to enhance efficiency and service delivery and to attract and retain an exemplary workforce.

Background: The Town of Clarkdale is proposing the following minor revisions to the Human Resources Policy Manual:

- Table of Contents – updated to reflect the new policy added for Short-Term Disability program.
- Definitions Policy 1.01 – updated to reflect new terminology added as a result of the new Short-Term Disability program.
- Holiday Policy 4.03 – New Year's Eve added to the list of holidays.
- PTO Policy 5.01 – PTO accrual rates have been updated to reflect the addition of the New Year's Eve to the holiday list. Town employees must use their PTO to receive pay when taking a holiday.
- Short-Term Disability Policy 5.09 – New policy reflecting the eligibility and procedures for utilizing the new Town benefit.

Budget Impact: The financial impacts of these updates have been accounted for in the Town's recently adopted FY 2026/2027 Budget.

Recommendation: Staff recommends that the Council approve the minor revisions to the Human Resources Policy Manual as presented.

TOWN OF CLARKDALE
HR POLICY MANUAL

ADOPTED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE
ON JANUARY 10, 2006 BY RESOLUTION #1176

LAST AMENDED ~~DECEMBER 9~~JULY 14, ~~2025~~2026

TOWN OF CLARKDALE
HUMAN RESOURCES POLICY MANUAL
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	TOWN OF CLARKDALE HR POLICY MANUAL	
Policy No. 1.01	**SECTION I. GENERAL PROVISIONS – DEFINITIONS**	
	ORIGINATION DATE: 09/23/25	**REVISION DATE(S): 07/01/26**

PURPOSE: The purpose of this guideline is to define various terms which are used in the Town of Clarkdale's Human Resources Policy Manual. This guideline will clarify the intended meaning of the various terms and phrases used in the Town's Manual, unless the context within which the terms or phrases appear indicates otherwise.

POLICY:

I. Unless otherwise indicated, the following definitions apply to the below-listed terms when used in this manual.

DEFINITIONS:

Accrual - The periodic and incremental accumulation of time or wages.
Active Pay Status - The status designation for any period of time when an employee is eligible to receive pay directly from the Town including, but not limited to: hours worked, paid time off (PTO), and paid leave.
Adequate Rest Period - A period of not less than eight hours between work periods while an employee is on travel status.
Administrative Leave With Pay - Paid leave given at the discretion of the department Director and with Town Manager approval, usually granted during an investigation into improper conduct.
Appointed Official - An employee of the Town appointed by the Mayor and Town Council. Appointed Officials include the Town Manager and Town Attorney.
Arizona Revised Statutes (ARS) - Laws adopted, enacted or amended by the Arizona State Legislature, and cited in this manual as "ARS."
Arizona State Retirement System (ASRS) - State agency created in 1953 to provide retirement benefits, long-term disability benefits, and other benefits to employees of the state, counties, municipalities, universities and community colleges, school districts and other political entities.
At-Will Employment - The status of an employee who serves at the discretion of the Town Manager and may be terminated from employment with or without notice and with or without cause, with no right of appeal.
Base Rate - The basic hourly rate (or hourly equivalent) applicable to an employee that does not include any additional or special pay that may be applicable to work performed by an employee.
Benefit(s) – Non-monetary programs made available to eligible employees, the cost of all or part of which may born by the Town. See Policy 4.01 Employee Benefits.
Classified Employee/Classified Service - Employee positions with the Town other than appointed/elected officials and those designated as non-classified.
Code of Federal Regulations (CFR) - Repository of regulations adopted by one or more federal agencies and codified in final form.
Consolidated Budget Reconciliation Act of 1986 (COBRA)- Federal law that provides employees and their families who lose their health benefits the right to choose to continue group health benefits provided by their group health plan for limited periods of time. See EPM 6.3 - Continuation of Health

Insurance Coverage (COBRA).
Corrective Action - The supervisory techniques of documented oral counseling, written reprimand and formal disciplinary action. See Policy 6.08 Disciplinary Process.
Day(s) - Means calendar days unless otherwise noted.
Disability: A qualifying illness, injury, pregnancy, or medical condition that meets the eligibility requirements of the Town's Short-Term Disability insurance plan and prevents the employee from performing the essential functions of their position.
Designee - Employee authorized to perform a function with or on behalf of another employee.
Director - Means the head of a department.
Domestic Partner - An individual of the same or opposite sex who cohabitates with an employee and who is eligible for health insurance benefits on the same basis as married dependents.
Elimination Period: The period of time an employee must be continuously disabled before Short-Term Disability benefits become payable.
Employee - A person working for the Town for compensation who occupies a position subject to appointment, promotion, demotion, or removal by an Appointed Official.
Employee Self Service (ESS) - A web-based application that allows employees to securely access personal information, pay and tax information, as well as Employee Time Entry.
Exempt Employee - An employee who, due to the nature of the duties of their position with the Town, has been determined to be exempt from the minimum wage and overtime provisions of the FLSA.
Fair Labor Standards Act of 1938 (FLSA) - Federal law that provides minimum standards for both wages and overtime entitlement and describes administrative procedures by which covered work time must be compensated.
Family and Medical Leave Act (FMLA) - Federal law which allows eligible unpaid leave related to the medical care for the employee or employee's family member. See EPM 5.7- Family and Medical Leave.
Fiscal Year - As applied to the Town, the one-year period from July 1 to the following June 30.
Hiring Authority - A management level employee who is authorized to make decisions regarding the recruitment, selection, and hiring of employees by an appointed official or designee.
Health Care Provider - A licensed physician or other licensed medical professional recognized by the Town's Short-Term Disability insurance carrier and applicable law.
Non-Exempt Employee - An employee who, due to the nature of the duties of their employment position with the Town, has been determined to be non-exempt from (covered by) the minimum wage and overtime provisions of the Fair Labor Standards Act (FLSA).
Pay Range - The numerical grouping of one or more job titles based on compensable.
Personnel File - The hard copy and/or digital file maintained by the Human Resources Department, which contains all original personnel-related information for each Town employee.
Premium Pay Rate – Hours paid at a "Premium Rate" which is at least equal to one and one-half times the base rate, is creditable toward overtime pay due under the FLSA.
Public Safety Personnel Retirement System (PSPRS) - State agency created in 1968 to provide retirement benefits to public safety personnel.
Regular Rate - The hourly rate of pay used only for the purpose of calculating overtime compensation.
Relative – Related within the third degree will be by either affinity (marriage) or consanguinity (blood). Parents (in-law), brother (in-law), sister (in-law), spouse, son (in-law), daughter (in-law), grandparents (in law), grandchildren (in-law), great grandparent, great grandchild, aunt, uncle, niece and nephew. Step relationships are considered to be the same as blood relationships.
Resignation - A separation from service initiated by the employee.
Separation From Service - Ending employment with the Town.
Short Term Disability (STD) - An income replacement benefit provided through the Town's disability insurance plan that provides eligible employees with partial wage replacement during qualifying periods of disability resulting from a non-work-related illness, injury, pregnancy, or other covered medical condition.

Supervisor - An employee whose job description includes the authority and responsibility to exercise supervision and manage work assignments of other employees.
Sworn Personnel - Individuals hired into certified public safety positions. (e.g. police officers).
Termination – A separation from service initiated by the Town.
Town - The Town of Clarkdale, Arizona.
Town Business - Business directly related to the Town, an employee's performance of job duties, or participation on boards affecting or dealing with Town functions.
Town Manager - The chief executive officer of the Town who is appointed by the Mayor and Town Council pursuant to Municipal Code Section 2-145. As used in this manual, the term "Town Manager" may also mean one or more subordinate management employees designated by the Town Manager to perform a specific management function on behalf of the Town Manager, sometimes referred to as "designees."
Town Service - An amount of time measured from the employee's original hire date as a regular employee, so long as there has not been a break in service greater than 30 days. Employees with breaks in service greater than 30 days, but less than one year per break, are credited only for their time actually worked (i.e., the break time is not counted unless required by law). Employees with a break in service greater than one year receive credit for service only from their most recent hire date. Employees who are rehired by the Town after separating with a regular retirement under the provisions of ASRS/PSPRS shall not receive credit for their service prior to rehire for determining Town service. An employee who has retired under the provisions of PSPRS for reasons of a Catastrophic, Accidental or Ordinary Disability Retirement, and has regained employment with the Town within 36 months of their separation date, will receive credit for their prior Town service, for time actually worked (i.e., the break time is not counted unless required by law).
Working Day – A day on which Town is open for business.

	TOWN OF CLARKDALE HR POLICY MANUAL	
Policy No. 4.03	**SECTION IV. BENEFITS - HOLIDAYS**	
	ORIGINATION DATE: 1/10/2006	**REVISION DATE(S): 8/9/22, 09/23/25, 7/14/26**

PURPOSE: To identify the official holidays observed by the Town of Clarkdale and provide employees with a clear reference to holiday observances and related benefits.

I. POLICY

A. The Town observes the following official holidays and provides eligible employees with time off as outlined in this policy.

B. Employees must use Paid Time Off (PTO) to receive pay for a holiday.

II. GUIDELINES

A. Holidays/Offices Closed:

New Year's Day	~~Labor Day~~
Martin Luther King Day	Veteran's Day
President's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving Day
Juneteenth	Christmas Eve Day
Independence Day	Christmas Day
Labor Day	New Year's Eve

B. Weekend Holiday Observance:

1. When a holiday falls on a Saturday, it will be observed on the preceding Friday.

2. When a holiday falls on a Sunday, it will be observed on the following Monday.

C. Religious or Cultural Holiday Accommodations:

1. Employees wishing to observe holidays not listed may request time off using Paid Time Off (PTO) or unpaid leave. Such requests must be submitted in writing to the employee's supervisor at least 10 days in advance.

D. Unpaid leave requests for a holiday must be submitted to the Town Manager for approval.

III. RESPONSIBILITIES

A. Employees:

1. Ensure holiday schedules are understood and comply with applicable policies.

2. Submit PTO for holiday or non-standard holiday schedules in a timely manner.

B. Supervisors:

1. Communicate holiday schedules to employees.

2. Approve or deny requests for time off for religious or cultural holidays.

C. Human Resources:

1. Maintain records of observed holidays and ensure compliance with this policy.

D. Town Manager:

1. Approves requests for unpaid holidays.

IV. PROCEDURES

A. Supervisors will notify employees of holiday schedules and any changes.

B. Employees must submit requests for religious or cultural holiday leave to their supervisors, who will review and approve based on departmental needs.

V. LEGAL COMPLIANCE

A. Federal Law:

1. Fair Labor Standards Act (FLSA), 29 U.S.C. § 201 et seq.

B. State Law:

1. Arizona Wage Payment Laws (A.R.S. § 23-351)

	TOWN OF CLARKDALE HR POLICY MANUAL	
Policy No. 5.01	**SECTION V. LEAVES – PAID TIME OFF (PTO)**	
	ORIGINATION DATE: 1/10/06	**REVISION DATE(S): 1/13/2015, 7/1/2017, 11/27/2017, 8/24/2018, 10/23/2018, 08/9/2022, 1/23/24, 11/12/24, 09/23/25, 7/14/26**

PURPOSE: To establish clear guidelines for employees to take paid leave for personal, vacation, or health reasons, while maintaining operational continuity. This policy ensures that employees are aware of their entitlements and the process of requesting time off, supporting both employee well-being and the Town's ability to plan for absences effectively.

I. POLICY

A. Paid Time Off (PTO) is accrued and granted to all probationary and regular full-time and part-time employees in lieu of Vacation and Holidays.

B. PTO is not available to temporary and seasonal employees.

II. GUIDELINES

A. PTO is a benefit accrued for each pay period as outlined in the PTO Accrual Schedule per the number of hours paid per pay period (up to a maximum of eighty (80) hours and exclusive of on-call hours), the job classification, and the number of years of service with the Town of Clarkdale. This accrued time may be used for any purpose including holidays, a death in the family, vacation, personal business, family needs, etc.

B. Accrual of PTO will begin on the first day of employment and will continue through the final day of employment as provided herein.

C. When an employee at any time should become eligible for a change in their applicable PTO Accrual Schedule rate, that change shall take place at the beginning of the next full pay period following the date of eligibility change.

D. PTO time may not be taken unless previously accrued. In the event your department is closed on certain days during the year, you must have sufficient unused PTO accrued to be paid for that day.

E. The maximum hours allowed to build up in any PTO bank is 296 hours. Upon reaching this amount, an employee will no longer earn PTO until additional time off charged to PTO is taken. Once a PTO bank total is below the maximum, PTO will accrue at the previous rate.

F. PTO accruals are reflected in bi-weekly paystubs issued to each employee. Employees are responsible for tracking their individual accruals.

G. Unused PTO may be cashed out upon an employee leaving if the employee has worked

for the Town for one (1) year or more and not on probation.

III. SPECIAL PROVISIONS

A. Pay advances are not granted for PTO.

B. Unpaid Time Off Requests:

1. All accrued time off (i.e., PTO, sick time, comp time) must be exhausted before an employee can request unpaid time off.

2. To request unpaid time off the employee must submit a Request for Town Manager Approval for Unpaid Time Off from their Department Head and the Town Manager for approval.

3. Once approval has been received, the form must be provided to the Finance and Human Resources Departments.

C. Discretionary Annual Payment:

1. The Town Manager may, at their sole discretion, approve an annual payment for a maximum of forty (40) hours of accumulated PTO for each employee.

2. The paid PTO hours are deducted from that employee's accumulated total.

3. To be eligible, employees must have taken at least one week of PTO (exclusive of scheduled Town holidays and comp time) during the preceding calendar year.

IV. LEGAL REFERENCES

A. Federal Laws:

1. Fair Labor Standards Act (FLSA)

PTO Accrual Schedule:

	Accrual Rate Per Hour*	Accumulation (per 80-hour pay period)*	Annual Accumulation*
Employees with 0 through 5 years of service	0.097125	~~7.77~~8.12	~~202~~211
Employees with over 5 years through 10 years of service.	0.11635	~~9.31~~9.65	~~242~~251
Employees with over 10 years of service.	0.13558	~~10.85~~11.192	~~282~~291
FSLA Exempt, non-Department Head employees with 0 through 5 years of service	0.10625	~~8.5~~8.84	~~221~~230
FSLA Exempt, non-Department Head employees with 5 through 10 years of service	0.12548	~~10.04~~10.38	~~261~~270
FSLA Exempt, non-Department Head employees with over 10 years of service	0.13942	~~11.15~~11.50	~~290~~299
Department Heads with 0 through 5 years of service.	0.11635	~~9.31~~9.65	~~242~~251
Department Heads with over 5 through 10 years of service.	0.13558	~~10.85~~11.19	~~282~~291
Department Heads with over 10 years of service	0.14327	~~11.46~~11.80	~~298~~307

*PTO accrual rates recorded in ADP may differ slightly from the accrual rates outlined in this policy due to system rounding protocols.

	TOWN OF CLARKDALE **HUMAN RESOURCES POLICY MANUAL**	
POLICY NO. 5.09	**SECTION V. LEAVES – SHORT TERM DISABILITY**	
	ORIGINATION DATE: 07/14/2026	**REVISION DATE(S):**

PURPOSE: The purpose of this policy is to establish e administrative procedures related to the Town's Short-Term Disability (STD) program. In the event of any conflict between this policy and the applicable insurance contract, employees will be afforded all benefits required under the governing plan documents and applicable law.

I. POLICY

A. The Town provides eligible employees with Short-Term Disability (STD) insurance coverage to provide partial income replacement during qualifying periods of disability resulting from a non-work-related illness, injury, pregnancy, or other covered medical condition.

B. The provisions of this policy are not intended to conflict with or supersede the terms of the Town's Short-Term Disability insurance plan. If any provision of this policy conflicts with the governing insurance contract or applicable law, the insurance contract or applicable law shall control. See Human Resources for details about current plan requirements.

II. ELIGIBILITY

A. Employees must meet the eligibility requirements established by the Town's Short-Term Disability insurance plan, which are subject to change in the discretion of the Town or coverage provider.

B. Eligibility for benefits, benefit determinations, and claim approvals shall be governed by the terms and conditions of the insurance contract.

III. QUALIFYING CONDITIONS

A. Employees may be eligible for Short-Term Disability benefits when they are unable to perform the essential functions of their position due to a qualifying non-work-related illness, injury, pregnancy, or other covered medical condition.

B. Employees must remain under the care of a Health Care Provider and comply with prescribed treatment requirements.

C. Work-related illnesses or injuries covered by Workers' Compensation are not eligible for Short-Term Disability benefits.

IV. ELIMINATION PERIOD

A. A fourteen (14) calendar day elimination period shall apply before Short-Term Disability benefits become payable.

B. During the elimination period, employees shall utilize all accrued Paid Sick Time (PST).

C. Once Paid Sick Time has been exhausted, employees shall utilize accrued Paid Time Off (PTO) and/or Compensatory Time.

D. Unpaid leave may be used only after all available accrued leave balances have been exhausted.

V. SHORT-TERM DISABILITY BENEFITS

A. Upon approval by the insurance carrier and completion of the elimination period, eligible employees may receive Short-Term Disability benefits in accordance with the provisions of the insurance plan.

B. Benefit amounts, benefit duration, exclusions, limitations, and all other plan provisions shall be governed by the applicable insurance contract and determinations shall be made solely by the insurance carrier.

VI. SUPPLEMENATION OF BENEFITS

A. Employees receiving Short-Term Disability benefits may elect to utilize accrued Paid Sick Time (PST), Paid Time Off (PTO), and/or Compensatory Time to supplement disability benefits.

B. The combined total of Short-Term Disability benefits and supplemental leave payments shall not exceed one hundred percent (100%) of the employee's regular base wages.

C. Employees are not required to utilize accrued leave balances to supplement Short-Term Disability benefits.

VII. COORDINATION WITH OTHER LEAVE PROGRAMS

A. Short-Term Disability leave shall run concurrently with Family and Medical Leave Act (FMLA) leave when the absence qualifies under both programs.

B. Employees must comply with all notice, certification, and reporting requirements contained within the Town's FMLA policy when applicable.

VIII. MAINTENANCE OF BENEFITS

A. Subject to the terms, conditions, and limitations of applicable benefit plans, employees on approved Short-Term Disability are eligible to continue participating in Town-sponsored benefit programs.

B. Employees remain responsible for payment of any required employee premium contributions during periods of approved leave. Please speak with Human Resources for more information.

C. Employees on unpaid leave shall make payment arrangements with Human Resources and Finance for any required employee contributions.

IX. RETURN TO WORK

A. Short-Term Disability benefits shall end upon the following conditions:

1. Employee returns to work;

2. MetLife determines they are no longer disabled;

3. The maximum benefit period is reached; or

4. Employment ends.

X. RESPONSIBILITIES

A. Employee Responsibilities:

1. Notify their supervisor and Human Resources as soon as practicable when a medical condition may qualify for Short-Term Disability benefits.

2. Submit all required claim forms, medical certifications, and supporting documentation requested by the insurance carrier and Human Resources.

3. Maintain communication with Human Resources regarding leave status, anticipated return-to-work date, and any changes in medical condition.

4. Make timely arrangements for payment of any required employee benefit contributions during periods of approved leave.

B. Supervisor Responsibilities:

1. Notify Human Resources when an employee reports an absence that may qualify for Short-Term Disability benefits.

2. Maintain confidentiality of medical information and documentation.

3. Refer medical documentation and benefit questions to Human Resources.

C. Human Resources Responsibilities:

1. Provide employees with information regarding available leave benefits and claim procedures.

2. Coordinate administration of Short-Term Disability leaves with applicable Town policies, including FMLA, ADA, and other applicable leave programs.

3. Maintain confidential medical records in accordance with applicable laws and Town policy.

4. Coordinate benefit continuation, premium payments, and return-to-work requirements.

XI. PROCEDURES

A. Employees requesting Short-Term Disability benefits shall contact Human Resources to obtain claim forms and benefit information.

B. Employees shall complete and submit all required employee forms and medical certifications within the timeframes established by the insurance carrier and the Town.

C. Human Resources shall review leave eligibility and determine whether the absence qualifies for concurrent FMLA leave or other benefits.

D. During the elimination period (typically 14 days, but subject to change), employees shall use accrued Paid Sick Time (PST) followed by accrued Paid Time Off (PTO) and/or Compensatory Time.

E. Following approval of the claim by the insurance carrier, Short-Term Disability benefits shall be administered in accordance with the governing insurance contract.

F. Employees who elect to supplement Short-Term Disability benefits with accrued leave shall coordinate with Human Resources and Payroll to ensure compensation does not exceed one hundred percent (100%) of regular base wages.

G. Prior to returning to work, employees may be required to provide a fitness-for-duty certification verifying their ability to perform the essential functions of their position.

H. The Town reserves the right to require additional documentation or information necessary to administer this policy and comply with applicable laws.

XII. LEGAL COMPLIANCE

A. Federal Law:

1. Family and Medical Leave Act of 1993 (FMLA), as amended.

2. Americans with Disabilities Act (ADA).

3. Consolidated Omnibus Budget Reconciliation Act (COBRA).

B. Insurance Plan Documents:

1. Town of Clarkdale Short-Term Disability Insurance Plan.

Staff Report

Item Number: 6.K.

Agenda Item: **Bitter Creek Bridge Girders**
Discuss, consider, and act upon a proposal from Stinger Bridge and Iron in the amount of $128,129.60 for the Bitter Creek Bridge girders.

Staff Contact: Virginia Smith, Public Works Director

Meeting Date: July 14, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses and visitors to Clarkdale.
- Goal Area 3 - Strengthen and diversify our economy through cultivating a business-friendly climate for business attraction and strategically capitalizing upon tourism.
- Goal Area 4 - Plan for the maintenance and growth of quality infrastructure that is sustainable and resilient.

Background: The Town of Clarkdale was awarded 6.3 million dollars from a legislative appropriation to replace the Bitter Creek Bridge. The project is to design a new two-lane vehicular bridge to enhance access and connectivity to the Bitter Creek Industrial Area and Patio Park. The existing 100-plus-year-old historic and functionally obsolete bridge, which is the only access in and out of the area, will be preserved and converted to exclusive pedestrian and bicycle use.

Design for the new bridge was completed in May 2026. Ardurra, the design engineering firm, identified potential project savings and recommended a separate bidding process for the girders due to their expense, which was estimated at $800,000. A Request for Proposals (RFP) was issued for eight Utah Bulb Tee Girders and advertised on April 25 and May 2 of 2026. One proposal was received from Stinger Bridge and Iron in the amount of $128,129.60 – a savings of over $670,000 from the original estimate of the girders cost. This proposal includes storage at the vendors location until needed for construction, but does not include load-out, hauling and erection of the girders which will be addressed in the Request for Proposal for the Bridge Construction to be issued this month.

Budget Impact: CIP T03 Bitter Creek Bridge budgeted at $6,670,000

Recommendation: Staff recommends that the Council approve the proposal from Stinger Bridge and Iron in the amount of $128,129.60 for the Bitter Creek Bridge girders and authorize the Town Manager to execute all necessary documents.

Town of Clarkdale

890 Main Street Clarkdale, Arizona 86324

TOWN OF
CLARKDALE
ARIZONA

REQUEST FOR BID

FOR THE FOLLOWING DESCRIBED MATERIAL:

TOWN OF CLARKDALE
BITTER CREEK BRIDGE MATERIAL - BRIDGE GIRDERS
PROJECT NO. 223289
BID MANUAL AND SPECIAL PROVISIONS

Advertised Dates:
April 25, 2026
May 2, 2026

Prepared By:
Ardurra Group, INC.
11250 East State Route 89A
Cottonwood, AZ 86326
Phone: 928 639 2712

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TOWN OF CLARKDALE
NOTICE OF CALL FOR BIDS

NOTICE IS HEREBY GIVEN that sealed proposals will be received by the Town Clerk of the Town of Clarkdale for furnishing the following items or services to Town of Clarkdale as follows:

UNTIL: June 29th, 2026 for

SERIAL BID NUMBER: FY26-PW-03

ITEM: **Girders for the replacement of Bitter Creek Bridge**

QUANTITY: **Eight (8) 42-inch Utah Bulb Tee Girders 73-feet in length**

Potential bidders are encouraged to visit the site individually and submit questions in writing. Each Bid must be submitted in a sealed envelope, addressed to TOWN CLERK, Town of Clarkdale, 39 N 9th Steet, Clarkdale, Arizona 86324. Bids dropped off in person shall be handed to the front desk. Bids will be returned unopened if not submitted properly sealed. Each sealed envelope containing a BID must be plainly marked on the outside as BID for Town of Clarkdale BITTER CREEK BRIDGE PROJECT. The envelope should bear on the outside the name of the BIDDER and his address. If forwarded by mail, the sealed envelope containing the BID must be enclosed in another envelope addressed to the OWNER at OFFICE OF THE TOWN CLERK, Town of Clarkdale, 39 N 9th Steet, PO BOX 308, Clarkdale, Arizona 86324.

Bids shall be opened and publicly read by the Town. Awards shall be made with reasonable promptness by giving written notice to the bidder whose bid best conforms to the invitation and will be the most advantageous to Town of Clarkdale with respect to price, conformity to the specifications and other factors. Other factors to be considered may include, but are not limited to, quality, uniformity of product and bidder's past performance on other contracts. Award may be made to other than the low-price bid. However, all bids may be rejected if the Town Council determines that rejection is in the public interest.

For any questions, contact Curtis Krausman with Ardurra, 1001 N Central Ave, Phoenix AZ 85004, Telephone (602) 694-2796.

_____

Virginia Smith,
Public Works Director
Town of Clarkdale, Arizona

INSTRUCTIONS TO BIDDERS

1. Bona fide Bidders may secure copies of the Drawings, Bid Manual and Special Provisions electronically through Ardurra Group, Inc. on or after April 25, 2026. No clarification as to the meaning of the plans, specifications or other pre-bid documents will be made to any Bidder orally. Should conflicts occur between drawings and/or specifications, the Bidder shall be deemed to have estimated the most expensive interpretation of the conflict, unless the Bidder asks for written clarifications before submission of the Bid. All requests for such clarifications shall be in writing addressed to:

   Questions:
   Curtis Krausman, P.E.
   Ardurra Group, Inc.
   1001 N Central Ave, Suite 900
   Phoenix, AZ 85004
   ckrausman@ardurra.com
   PHONE: 623-303-5823 or 602-694-2796

2. The governing documents for this project are the construction plans, bid manual and the Town of Clarkdale Town Code. The Maricopa Association of Governments (MAG) Uniform Standard Specifications for Public Works Construction are the specifications for the Contract, as amended by the General Conditions and Special Provisions. The ADOT Standard Specifications for Road and Bridge Construction may be applied as specified in the plans. These standard Specifications are not attached to these contract documents and may be purchased from the Maricopa Association of Governments or accessed online. The Town of Clarkdale Standard Terms and Conditions, consisting of the Universal Core Procurement Terms and Supplement C – Goods & Commodities (State-Funded Procurement), are incorporated into and made part of the Contract Documents for this procurement. By submitting a Bid, the Bidder acknowledges receipt of and agrees to be bound by these Terms.

3. All materials furnished shall comply with the requirements set forth in Section 106 of the MAG Uniform Standard Specifications for Public Works Construction, as adopted by the Town of Clarkdale. In accordance with Sections 106.2 and 106.4, the bidder shall be responsible for specification-compliant materials and for providing secure and protective storage prior to installation. Materials shall be stored in a manner that prevents damage, deterioration, contamination, or loss, and allows for inspection by the Town or its representative at any time. All costs associated with storage, protection, and replacement of materials shall not be passed on to the Town of Clarkdale under any circumstances. The Town of Clarkdale will make provisions to obtain and supply specified materials once a Bidder has been selected.

4. Bid price for any materials or equipment furnished shall be within the state of Arizona. Federal excise tax, if there is such a tax involved, shall be excluded in every case. However, the amount of the excise tax excluded shall be stated by the vendor submitting the bid. Bid prices shall be firm. All relevant state and local taxes shall be

included in the final bid amount shown. Out-of-state taxable purchases are subject to a 5.6% Arizona use tax, and out-of-state bidders are responsible for computing this tax and including it in the final bid amount shown.

5. Unless otherwise stated in the Proposal specifications, supplier shall store material up to three hundred and sixty-five (365) calendar days after receipt of a purchase order by the successful Proposer.

6. The authorized person signing the bid shall initial erasures, interlineations or other modifications in the bid in original ink.

7. In the case of errors in extension of prices in bid, the unit price will govern.

8. Any bidder may withdraw his/her bid, either personally or by written request, at any time prior to the closing time for receipt of bids. Telegraphic, "faxed", or mailgram withdrawals will not be effective.

9. All amendments to bids must be signed and returned with the bid package to the Town Clerk of the Town of Clarkdale on the specified due date and time.

10. Bids will be opened and read at the time indicated in the call for bids.

11. Bids received after the scheduled closing time for receipt of bids will be returned, unopened, to the bidder(s).

12. Per A.R.S. 11-254.01, award will be made with reasonable promptness to the bidder whose bid best conforms to the bid specification and will be most advantageous to the Town with respect to price, conformity to specifications, and other factors.

13. All bids may be rejected if the Town determines that rejection is in public interest.

14. The Town reserves the right to waive any informalities in accepting and evaluating bids.

15. If a person contemplating a bid for a proposed contract is in doubt as to the true meaning of any part of the bid documents, or finds discrepancies in or omissions from said documents, he/she shall submit Ardurra Group, Inc. a written request for an interpretation or correction thereof. The person submitting the request shall be responsible for its prompt delivery.

16. It is the responsibility of all bidders to examine the entire set of bid documents and seek clarification of any item or requirement that may not be clear and to check all responses for accuracy prior to submitting a bid. The bidder is required to ensure that the documents received through any electronic method or Bid posting service are complete. Negligence in preparing a bid confers no right of withdrawal after due date and time.

17. Questions pertaining to specifications received less than three (3) days before the bid opening shall not be answered. Any interpretation or correction of the proposed documents will be made only by addendum, duly issued, and a copy of such addendum will be mailed or delivered to all who are known to have received a set of bid documents. Town of Clarkdale is not responsible for any other explanations or interpretations of the proposed documents.

18. Any addenda will be mailed or delivered to all who are known by the Town to have received a set of bid documents, and to offices where bid documents have been filed for review purposes. Each bidder may ascertain prior to submitting his/her bid that he/she is in receipt of all addenda issued by telephoning the Town of Clarkdale Clerk at (928) 639-2453. Bidders shall acknowledge all addenda in accordance with the instructions on the bid.

19. Failure on the part of the bidder to comply with all of these instructions may result in bid rejection by the Town of Clarkdale.

20. All bid prices shall be guaranteed by the bidder to remain unchanged for a period of sixty (60) days from and including the date of the bid opening.

21. The bid specifications shall take precedence in any situation where the instructions to bidders and the bid specifications are contradictory.

22. Bids will be evaluated based on total bid price, inclusive of applicable in-state and out-of-state sales taxes.

23. All bidders shall complete the attached Disclosure of Responsibility Statement and the Non-Collusion Affidavit. Failure to do so may result in rejection of that bid.

24. Any bidder objecting to the recommendation of award, rejection of a bid, solicitation procedures of a bid, or any portion thereof (the Protester), must submit a written protest to the Town Clerk. This protest must be submitted prior to the Town Council meeting at which the recommendation is on the agenda for award or rejection. The protest must be filed with the Town Clerk within five business days from notification of the recommendation.

25. The offeror's products, services and facilities shall be in full compliance with all applicable Federal, State and local health, environmental, and safety laws, regulations, standards and ordinances regardless of whether or not they are referred to by the Town.

BID TIMELINE
Town of Clarkdale
BITTER CREEK BRIDGE
PROJECT
PROJECT NO. 223289

BID PACKAGES AVAILABLE:	April 25,2026 Digitally from Curtis Krausman ckrausman@ardurra.com
BIDS DUE:	June 29, 2026, 1:00 PM Office of the Town Clerk Town of Clarkdale 39 N 9th Steet Clarkdale, Arizona 86324
BID OPENING:	June 30, 2026, 2:00 PM Clark Memorial Clubhouse 19 North 9th Street Clarkdale, Arizona 86324
ANTICIPATED CONTRACT AWARD:	July 14, 2026
ANTICIPATED NOTICE TO PROCEED:	July 30, 2026

Questions regarding the specifics of the project should be directed to Curtis Krausman, P.E. of Ardurra Group, Inc., email: ckrausman@ardurra.com, in writing.

Clarkdale, Arizona

TOWN OF CLARKDALE
FY26-PW-03
BITTER CREEK BRIDGE REPLACMENT GIRDERS
QUANTITY AND SPECS

1.0 Intent

The intent of the Town of Clarkdale Public Works Department is to purchase eight (8) 42" Utah Bulb Tee girders for Bitter Creek Bridge replacement and for the supplier to store the material for a period up to (12) months beginning on or about July 30th, 2026.

2.0 Quantities and Locations

2.1 Eight (8) pre-cast, pre-stressed (PC/PS) 42-inch Utah Bulb Tee girders 73' in length-feet

2.2 Bid price for any materials or equipment furnished shall be within the state of Arizona

3.0 Minimum Specifications

3.1 The specified compressive strength of the concrete used in the precast girders is 8 ksi.

BIDDING DOCUMENTS

(The following documents in this section are required to be submitted as your bid)

Town of Clarkdale – Bitter Creek Bridge
Project Number 223289

PROPOSAL

TO: Honorable Mayor and Council
39 N 9th Steet
Clarkdale, Arizona 86324

In compliance with the Advertisement for Bids, by the Town Engineer, the undersigned Bidder:

Having carefully examined the Contract Documents, site of work, and being familiar with the conditions to be met, hereby submits the following Proposal for furnishing the material, equipment, labor and everything necessary for the completion of the work listed, and agrees to execute the Contract Documents and furnish the required Bonds and Certificates of Insurance for the completion of said work, at the locations and for the prices set forth on the BID SCHEDULE.

Understands that construction of this project shall be in accordance with all applicable Standard Specifications and Standard Drawings and as otherwise required by the Project Plans, General Provisions and Special Provisions.

Understands that this proposal shall be submitted with a proposal guarantee of cash, certified check, cashier's check or surety bond (in accordance with Title 34, ARS) for an amount not less than ten percent of the total amount bid.

Agrees that upon receipt of Notice of Award from the Town of Clarkdale, he/she will execute the contract documents.

Material shall be stored up to 365 calendar days, beginning with the day following the starting date specified in the Notice to Proceed. The time allowed for completion of the work includes lead time for obtaining the necessary material and/or equipment. Bidder agrees to pay, as liquidated damages, the sum as stated in the latest revision of the MAG Specifications. Liquidated Damages shall be based upon the final contract amount.

The Bidder hereby acknowledges receipt of and agrees his proposal is based on the following Addenda. (If there are no addenda, write NONE below).

Addendum 1

The Town of Clarkdale retains the right to reject any or all proposals and to waive minor defects and technicalities or withhold the award, as may be deemed best for the interest of the Town.

TOWN OF
CLARKDALE
ARIZONA

ATTENTION

ADDENDUM 1

BID: BITTER CREEK BRIDGE REPLACEMENT GIRDERS (FY-PW-03)
PROJECT NO. 223289

1. **REPLACE the BID FORM Exhibit "A" with the attached BID FORM Exhibit "A".**

This addendum cover sheet shall be signed and included in the bid package as acknowledgment of receipt of ADDENDUM 1.

VP

Bidder's Signature and Title

Steel Girder LLC dba Stinger Bridge & Iron

Company Name

Registered Professional Engineer (CIVIL)
CERTIFICATE NO.
32325
CURTIS D.
KRAUSMAN
06/24/26
Date Signed
ARIZONA, U.S.A.

EXPIRES 03/31/2028

Town of Clarkdale – Bitter Creek Bridge
Project Number 223289

This proposal shall be valid for a period of thirty days.

THIS PROPOSAL IS SUBMITTED BY Steel Girder LLC dba Stinger Bridge & Iron, a corporation organized under the laws of the State of Delaware, a partnership consisting of N/A or individual trading as N/A of the Town of N/A .

Respectfully submitted,

Steel Girder LLC dba Stinger Bridge & Iron
Firm

4248 N Hwy 87, Coolidge, AZ 85128
Address

Justin Murphy, Vice President
By (Officer & Title)

6/25/2026
Date

ATTEST:

(Officer and Title)

N/A
Witness (if Bidder is an Individual)

BID FORM
Bid FY26-PW-03
Bitter Creek Bridge Replacement Girders

EXHIBIT "A"

Line No.	Description	Quantity (EA)	Price Per Each	Extension (Col. 3 x Col. 4)
1	FURNISH 42" UTAH BULB TEE GIRDERS (70-80 FEET)	8	$14,600.00	$116,800.00
Additional Supplement is provide in Stinger's Precast Prestressed Concrete Quotation with further scope clarifications.			9.70 % TAX:	$ $11,329.60
			TOTAL:	$ $128,129.60

Location: Steel Girder LLC dba Stinger Bridge & Iron, Coolidge, AZ

Steel Girder LLC dba Stinger Bridge & Iron
Company Name

4248 N Hwy 87
Address

Coolidge, AZ 85128
City / State / Zip

520-723-5383 520-723-7084
Telephone Fax

shumbert@stingerbridgeandiron.com
e-mail address

Signature 6/26/26
Date

Justin Murphy, Vice President
Printed Name and Title

STINGER BRIDGE & IRON

4248 N. Highway 87 Coolidge, AZ 85125
Tel: 520-723-5383 Fax: 520-723-7084

June 29, 2026

PRECAST PRESTRESSED CONCRETE QUOTATION

Re: Town of Clarkdale – Bitter Creek Bridge Girders

Gentlemen,

We propose to offer for purchase, as is, the following items:

Item #	Description	Quantity	Unit $	Total $
N/A	Precast/Prestressed Member (UBT42 Girder)	8 Ea.	$ 14,600.00	$ 116,800.00
	Sales Tax (9.70%)	1 LS	$ 11,329.60	$ 11,329.60
			Total	**$ 128,129.60**

The above items will be provided on an "as is" condition. Girders are currently stored at Stinger Bridge & Iron's precast production facility located in Coolidge, Arizona. This pricing structure includes purchase of the pre-fabricated girders only. No costs or allowance are provided or included for load-out, hauling and erection of the girders. Girders may be stored at Stinger's precast plant until needed at no additional costs to the Town of Clarkdale.

Respectfully submitted,

Stinger Bridge & Iron

Steven D. Humbert
Operations Manager – Precast

TOWN OF CLARKDALE, ARIZONA

STATEMENT REGARDING RESPONSIBILITY AND COMPLIANCE WITH IMMIGRATION AND ANTI-TERRORISM LAWS

1. List any convictions of any person, subsidiary, or affiliate of the company, arising out of obtaining, or attempting to obtain a public or private contract or subcontract, or in the performance of such contract or subcontract.

   Not Applicable

2. List any convictions of any person, subsidiary, or affiliate of this company for offenses such as embezzlement, theft, fraudulent schemes, etc. or any other offenses indicating a lack of business integrity or business honesty, which affects the responsibility of the bidder. (See procurement policy section 7.2 for types of offenses.)

   Not Applicable

3. List any convictions or civil judgments under state or federal antitrust statutes.

   Not Applicable

4. List any violations of contract provisions such as knowingly (without good cause) to perform, or unsatisfactory performance, in accordance with the specifications of a contract.

   Not Applicable

5. List any prior suspensions or debarments by any governmental agency.

   Not Applicable

6. List any contracts not completed on time.

   Not Applicable

7. List any penalties imposed for time delays and/or quality of materials and workmanship.

   Not Applicable

8. List any documented violations of federal or state labor laws, regulations, or standards, occupational safety and health rules.

   Not Applicable

9. In accordance with A.R.S § 41-4401, Offeror hereby warrants its compliance with the Federal Immigration and Nationality Act (FINA), all other Federal immigration laws and regulations related to the immigration status of its employees, and A.R.S. §23-214 which requires every employer, after hiring an employee, shall verify the employment eligibility of the employee through the e-verify program and shall keep a record of the verification for the duration of the employee's employment or at least three years, whichever is longer.

I, Justin Murphy (Name of individual), as Vice President (Title & Authority)

of Steel Girder LLC dba Stinger Bridge & Iron (Company Name), declare under oath that the above statements,

including any supplemental responses attached hereto, are true.

(Signature)

State of Arizona

County of Pinal

Subscribed and sworn to before me on this 26 day of June 2026

by Justin ~~Murray~~ Murphy (Name of individual) representing him/herself to be

Vice President (Title) of the company named herein.

Notary public

Darcie M. Gates

DARCIE M GATES
Notary Public - Arizona
Pinal County
Commission # 648655
My Comm. Expires May 24, 2027

My Commission expires:

May 24, 2027

Town of Clarkdale – Bitter Creek Bridge
Project Number 223289

AFFIDAVIT BY INDEPENDENT BIDDER CERTIFYING THAT THERE WAS NO COLLUSION IN BIDDING FOR CONTRACT

STATE OF ARIZONA

COUNTY OF: PINAL

Steel Girder LLC, dba Stinger Bridge & Iron, Justin Murphy
(Name of Company, Representative)
being first duly sworn, deposes and says:

That she/he is Vice President (Title) of Steel Girder LLC dba Stinger Bridge & Iron (Name of Company)
and

That pursuant to Section 112 (c) of Title 23 USC and A.R.S. § 34-253,
he/she certifies as follows:
That neither he/she nor anyone associated with the said

Steel Girder LLC dba Stinger Bridge & Iron
(Name of Company)

has, directly or indirectly entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding for the bid for the:

Bid FY26-PW-03
Utah Bulb Tee Girders – Bitter Creek Bridge Replacement

By: Justin Murphy
(Name of Individual/Representative)

Subscribed and sworn to before me on this 26 day of June, 2026.

Title: Vice President

My Commission expires: May 24, 2027

Darcie M. Gates
Notary Public

DARCIE M GATES
Notary Public - Arizona
Pinal County
Commission # 648655
My Comm. Expires May 24, 2027

UNIVERSAL CORE PROCUREMENT TERMS

1. Definitions

1.1. **Contractor** means the entity entering into a contract with the Town of Clarkdale for goods, construction, or services.

1.2. **Agreement** means the procurement contract, task order, or agreement between the Town and Contractor incorporating these Terms.

1.3. **Town** means the Town of Clarkdale, Arizona.

2. Non-Appropriation. Every payment obligation of the Town is conditioned upon the availability of funds appropriated and allocated for the payment of such obligation. If funds are not appropriated or allocated, the Agreement may be terminated at the end of the funded fiscal period without penalty or further obligation.

3. Compliance with Procurement Law. By submitting a bid or proposal, Contractor certifies that it will comply with all applicable federal, state, and local procurement requirements, including the Town's adopted procurement procedures, in connection with any Agreement awarded under this solicitation.

4. No Contingent Fees. By submitting a bid or proposal, Contractor certifies that it has not employed or retained any person or company to solicit or obtain an award under this solicitation on a contingent-fee basis, and that it will not do so prior to award. A violation of this certification shall entitle the Town to reject the bid, terminate any resulting Agreement, or recover the contingent fee from the contract price.

5. Termination.

5.1. Termination for Convenience. The Town may terminate any Agreement at any time without cause by written notice. The Town shall pay for undisputed services or goods delivered prior to the effective termination date.

5.2. Termination for Cause. Either party may terminate for material breach not cured within thirty (30) days of written notice.

5.3. Suspension. The Town may suspend work by written notice. The Contractor shall resume work upon written notice to proceed.

6. **Contractor Disclosure.** By submitting a bid or proposal, Contractor certifies that no actual or potential conflict of interest exists as of the date of submission. Contractor shall disclose in writing to the Town's Procurement Officer any actual or potential conflict of interest arising before or during the performance of the Agreement, including any relationship between Contractor's personnel and Town employees, promptly upon becoming aware of such conflict.

7. **Organizational Conflicts.** Likewise, if Contractor has a parent, affiliate, or subsidiary organization, Contractor certifies that no organizational conflict of interest exists that would impair its ability to perform impartially under the Agreement. Contractor shall disclose any organizational conflict of interest as soon as it becomes aware of one.

8. **Statutory Conflict Cancellation.** Pursuant to A.R.S. § 38-511, the Town may cancel the Agreement without penalty if any person significantly involved in the contract process becomes an employee or agent of the Contractor with respect to the Agreement.

9. **Gratuities and Ethical Conduct.** The Contractor shall not offer or give any gift, gratuity, favor, entertainment, loan, or other item of value to any Town officer, employee, or agent in connection with a procurement or Agreement. Violation constitutes a material breach and may result in termination.

10. **Fraud Prevention and Reporting.**

    10.1 Contractor shall establish and maintain internal controls sufficient to detect and prevent fraud, waste, and abuse in the performance of this Agreement.

    10.2 Contractor shall immediately report to the Town's Procurement Officer any known or suspected instance of fraud, waste, or abuse in connection with this Agreement.

11. **Immigration Compliance (E-Verify).**

    11.1. The Contractor shall comply with A.R.S. § 41-4401 and A.R.S. § 23-214 and warrants compliance with federal immigration laws.

    11.2. The Town may verify compliance and inspect employment documentation as permitted by law.

12. **Non-Discrimination and Executive Orders.** The Contractor shall comply with all applicable federal and state nondiscrimination laws including the Americans with Disabilities Act and Arizona Executive Orders 2023-01 and 2009-09.

13. **Israel Boycott Certification (A.R.S. §§ 35-393 through 35-393.03).**

    13.1 To the extent applicable, by submitting a bid or proposal, Contractor certifies that it is not currently engaged in, and agrees that for the duration of any resulting Agreement it will not engage in, a boycott of goods or services from Israel.

    13.2 A violation of this certification shall constitute a material breach and may result in rejection of the bid or termination of any resulting Agreement.

14. **Forced Labor of Ethnic Uyghurs A.R.S. § 35-394.** To the extent applicable, Contractor certifies the following:

    14.1. A public entity may not enter into or renew a contract with a company to acquire or dispose of services, supplies, information technology, goods or construction unless the contract includes a written certification that the company does not currently, and agrees for the duration of the contract that it will not, use:

    A. The forced labor of ethnic Uyghurs in the People's Republic of China.

    B. Any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.

    C. Any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.

    14.2. If a company that has provided a written certification pursuant to subsection A of this section becomes aware during the term of the contract that the company is not in compliance with the written certification, the company shall notify the public entity within five business days after becoming aware of the noncompliance. If the company does not provide the public entity with a written certification that the company has remedied the noncompliance within one hundred eighty days after notifying the public entity of the noncompliance, the contract terminates, except that if the contract termination date occurs before the end of the remedy period, the contract terminates on the contract termination date.

15. **Records Retention and Audit.** Contractor shall retain all records relating to the Agreement for at least five (5) years after completion and shall make such records available for inspection or audit by the Town at reasonable times.

16. **Assignment.** The Contractor may not assign the Agreement or any rights under it without the prior written consent of the Town.

17. **Governing Law And Venue.** The Agreement shall be governed by the laws of the State of Arizona. Venue shall lie exclusively in Yavapai County, Arizona.

18. **Antitrust Assignment.** The Contractor assigns to the Town any claim for overcharges resulting from antitrust violations relating to materials or services supplied to the Contractor toward fulfillment of the Agreement.

19. **Severability.** If any provision is held invalid, the remaining provisions shall remain in effect.

20. **Non-Waiver.** Failure by either party to enforce any provision shall not constitute a waiver.

21. **Attorney's Fees.** In any action arising out of the Agreement, the prevailing party may recover reasonable attorneys' fees and costs to the extent permitted by Arizona law.

22. **Counterparts and Electronic Signatures.** The Agreement may be executed in counterparts and by electronic signature.

Bidder hereby acknowledges receipt of the Universal Core Procurement Terms.

Signature _____ Date 6/24/24

Printed Name: Justin Murphy Title: Vice President

Company Name: Steel Girder LLC, dba Stinger Bridge & Iron

SUPPLEMENT C
GOODS & COMMODITIES (STATE-FUNDED PROCUREMENT)

C-1. PURCHASE ORDER AND DELIVERY

C-1.1 **Purchase Orders.** Purchases under this Agreement shall be made by issuance of written purchase orders referencing this Agreement. Each purchase order constitutes a binding obligation upon issuance and written acceptance by Contractor, or upon Contractor's commencement of performance, whichever occurs first.

C-1.2 **Delivery.** Contractor shall deliver goods in accordance with the quantities, specifications, and delivery schedule set forth in the applicable purchase order or SOW. Time of delivery is of the essence. If Contractor anticipates a delay, it shall notify the Town in writing immediately with a revised delivery estimate.

C-1.3 **Risk of Loss.** Risk of loss shall remain with Contractor until delivery of conforming goods and written acceptance by the Town at the designated delivery location. Title passes to the Town upon acceptance.

C-1.4 **UCC Applicability.** To the extent not inconsistent with this Agreement or applicable Arizona law, purchases of goods under this Agreement shall be governed by the applicable provisions of the Arizona Uniform Commercial Code (A.R.S. Title 47, Article 2), including its implied warranty, rejection, and remedies provisions. In the event of conflict between the UCC and the express terms of this Agreement, this Agreement controls.

C-2. INSPECTION AND ACCEPTANCE

C-2.1 **Inspection Right.** All goods are subject to inspection and acceptance by the Town upon delivery. The Town shall have a reasonable period, not less than ten (10) business days following delivery, to inspect goods for conformance with specifications, purchase order requirements, and warranties.

C-2.2 **Rejection.** Nonconforming goods shall be rejected by written notice to Contractor. Rejected goods shall be returned to Contractor at Contractor's sole expense. Contractor shall replace rejected goods or remedy the nonconformance within the timeframe specified in the purchase order, or within ten (10) business days if no timeframe is specified.

C-2.3 **Payment Not Acceptance.** Payment by the Town shall not constitute acceptance of goods and shall not preclude the Town from asserting claims for defective, nonconforming, or damaged goods discovered after payment.

C-2.4 **Partial Acceptance.** The Town may accept conforming portions of a delivery and reject nonconforming portions. Partial acceptance shall not waive the Town's right to full performance.

C-3. WARRANTIES

C-3.1 **Express Warranties.** Contractor warrants that all goods delivered under this Agreement shall: (a) conform to all applicable specifications, drawings, and purchase order requirements; (b) be free from defects in materials and workmanship; (c) be new and unused at the time of delivery, unless the purchase order expressly specifies otherwise; and (d) be fit for the ordinary purposes for which such goods are intended and for any special purpose communicated to Contractor in the purchase order or SOW.

C-3.2 **Warranty Period.** The warranty period shall be as specified in the purchase order or SOW, but in no event less than one (1) year from the date of Town acceptance.

C-3.3 **Manufacturer's Warranties.** These warranties are in addition to any manufacturer's warranties and do not limit or replace them. Contractor shall assign all manufacturer warranties to the Town and cooperate in warranty claims against manufacturers.

C-3.4 **Warranty Remedy.** During the warranty period, Contractor shall, at the Town's option and at no additional cost: (a) repair or replace defective goods; or (b) refund the purchase price. Contractor shall commence warranty repairs or replacement within five (5) business days of written notice from the Town.

C-4. INSURANCE

C-4.1 **Required Coverage.** Prior to commencing work, Contractor shall obtain and maintain, at its own expense, the following insurance with carriers licensed to do business in Arizona and rated no less than A:VIII by AM Best:

Coverage Type	Minimum Limit
Commercial General Liability (occurrence form)	$1,000,000 per occurrence / $2,000,000 aggregate
Automobile Liability (owned, hired, non-owned)	$1,000,000 combined single limit
Workers' Compensation	Statutory (Arizona)
Employers' Liability	$1,000,000 each accident / $1,000,000 disease per employee / $1,000,000 disease policy limit

Coverage Type	Minimum Limit
Professional Liability (if applicable)	$1,000,000 per claim / $1,000,000 aggregate

C-4.2 **Additional Insured.** The Town of Clarkdale, its agents, officers, officials, employees, and volunteers shall be named as additional insureds on all commercial general liability and automobile liability policies using ISO endorsement forms CG 20 10/CG 20 37 (or equivalent) and CA 20 48 (or equivalent), or broader forms acceptable to the Town's Risk Manager.

C-4.3 **Primary and Noncontributory; Waiver of Subrogation.** Contractor's insurance shall be primary and noncontributory with any insurance or self-insurance maintained by the Town. All policies shall include, to the extent commercially available, a waiver of subrogation in favor of the Town.

C-4.4 **Claims-Made Coverage.** If any required insurance is written on a claims-made basis, including Professional Liability, Contractor shall maintain such coverage or purchase an extended reporting period endorsement ("tail") for not less than two (2) years after completion and acceptance of the work, and shall provide annual certificates of insurance evidencing such coverage for each year of the required period.

C-4.5 **Notice of Cancellation.** Policies shall provide the Town with at least thirty (30) days' prior written notice of cancellation, material reduction, or nonrenewal of any required policy, and at least ten (10) days' prior written notice for cancellation due to nonpayment of premium.

C-4.6 **Certificates.** Contractor shall provide certificates of insurance and all required endorsements to the Town's Risk Manager prior to commencement of work and upon each renewal. The Town's Risk Manager reserves the right to review and approve substitute or alternative coverage in the Town's sole discretion.

C-4.7 **Subcontractors.** Contractor shall require all subcontractors and subconsultants at every tier to maintain insurance at levels and on terms no less protective than those required of Contractor, and shall maintain evidence of such coverage available for Town review upon request.

C-5. PRODUCT SPECIFICATIONS AND COMPETITION

C-5.1 **No Brand Restriction.** Consistent with the Town's procurement policy and A.R.S. § 34-641 et seq. (governing competitive sealed bidding for public entities), product specifications shall not be written in a manner that unduly restricts competition or requires a specific brand, trade name, or manufacturer unless no commercially available equivalent exists and the Town has documented written justification on file.

C-5.2 **No Substitution.** Contractor shall not substitute products of a different brand, model, specification, or configuration than those identified in the purchase order without the Town's prior written approval. Unauthorized substitution shall be grounds for rejection and return at Contractor's expense.

C-6. SUSTAINABLE AND RECYCLED-CONTENT PROCUREMENT

C-6.1 **Town Policy.** As a matter of Town procurement policy, and consistent with Arizona's interest in responsible resource use, the Town encourages the procurement of goods containing recovered or recycled materials where such goods meet applicable specifications and are available at a reasonable price.

C-6.2 **Recycled Content Disclosure.** Where Contractor offers goods that contain recovered or recycled materials as part of its standard product line, Contractor is encouraged to identify the percentage of post-consumer and total recovered material content. The Town may request this information in evaluating competing bids or quotes.

C-6.3 **No Mandate.** This Article does not impose a mandatory recycled-content requirement on state-funded purchases. It reflects Town preference and shall not be used to disqualify an otherwise compliant bid.

C-7. ARIZONA PROCUREMENT PREFERENCES

C-7.1 **Arizona Procurement Preference.** Pursuant to A.R.S. § 41-2535, the Town shall apply applicable in-state procurement preferences in the evaluation of bids for goods, where required by state law or Town policy. Contractor shall identify in its bid the location of manufacture or production of goods offered, to the extent known.

C-7.2 **Veteran-Owned and Small Business Preference.** To the extent applicable under Arizona law, the Town may apply procurement preferences for small businesses and veteran-owned businesses in accordance with A.R.S. § 41-2535 and Town procurement policy.

C-7.3 **No Trade Agreement Restriction.** This Article does not impose federal Trade Agreements Act (TAA) country-of-origin restrictions, which apply only to federally funded purchases. Country-of-origin requirements for this procurement, if any, are limited to those stated in the applicable solicitation documents.

C-8. PRICE ADJUSTMENTS AND SUPPLY CONTINUITY

C-8.1 **Price Stability.** Contract pricing shall remain firm and fixed for the initial term of the Agreement. Proposed price adjustments for any renewal term must be submitted in writing at least sixty (60) days prior to the renewal date, and shall be subject to Town approval. The Town is under no obligation to approve price increases.

C-8.2 **Supply Shortage or Discontinuation.** If Contractor experiences a supply shortage, allocation, or product discontinuation that would affect its ability to perform, Contractor shall notify the Town in writing immediately. Contractor shall propose a commercially equivalent substitute for Town review and written approval prior to delivery of any substitute product.

C-8.3 **No Unilateral Substitution.** Contractor shall not deliver substitute products without prior written Town approval, regardless of supply conditions.

AIA® Document A310™ – 2010

Bid Bond

CONTRACTOR:
(Name, legal status and address)
Steel Girder, LLC dba Stinger Bridge & Iron

4248 North Highway 87
Coolidge, AZ 85128

SURETY:
(Name, legal status and principal place of business)
Travelers Casualty and Surety Company of America
One Tower Square
Hartford, CT 06183

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)
Town of Clarkdale
39 N 9th Street
Clarkdale, AZ 86324

BOND AMOUNT: **Ten Percent of the Total Amount Bid (10%)**

PROJECT:
(Name, location or address, and Project number, if any)
Bitter Creek Bridge, Project No. 223289, Clarkdale, AZ

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this **23rd** day of **June, 2026**

(Witness)

Steel Girder, LLC dba Stinger Bridge & Iron
(Principal) *(Seal)*
VP
(Title)

(Witness) **Sandra M. Engstrum**

Travelers Casualty and Surety Company of America
(Surety) *(Seal)*
(Title) **Nicole Stillings, Attorney-in-Fact**

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA ★ SEAL

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

Init.

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061110

ACKNOWLEDGEMENT OF PRINCIPAL

STATE OF Arizona)

COUNTY OF Pinal)

On this 24 day of June, in the year 2026, before me personally appeared Justin Murphy,

_____ of

Steel Girder, LLC dba Stinger Bridge & Iron, known to me to be the person whose name is subscribed to the instrument, and acknowledge that he/she executed the same.

In WITNESS WHEREOF, I have hereunto set my hands and affixed my official seal, the day and year in this certificate first above written.

DARCIE M GATES
Notary Public - Arizona
Pinal County
Commission # 648655
My Comm. Expires May 24, 2027

Darcie M. Gates, Notary Public

My Commission Expires: May 24, 2027

ACKNOWLEDGEMENT OF SURETY

STATE OF Minnesota)

COUNTY OF Hennepin)

On this 23rd day of June, in the year 2026, before me personally come(s) Nicole Stillings, Attorney-in-Fact of Travelers Casualty and Surety Company of America, with whom I am personally acquainted, and who, being by me duly sworn, says that he/she is the Attorney-in-Fact of Travelers Casualty and Surety Company of America, the company described in and which executed the within instrument; that he/she know(s) the corporate seal of such Company; and that the seal affixed to the within instrument is such corporate seal and that it was affixed by order of the Board of Directors of said Company, and that he/she signed said instrument as Attorney-in-Fact of the said Company by like order.

In WITNESS WHEREOF, I have hereunto set my hands and affixed my official seal, the day and year in this certificate first above written.

SANDRA M. ENGSTRUM
Notary Public - Minnesota
Commission No. 31011295
My Commission Expires Jan. 31, 2031

Sandra M. Engstrum, Notary Public

My Commission Expires: 01/31/2031

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and the Companies do hereby make, constitute and appoint **Nicole Stillings** of **ST LOUIS PARK** , **Minnesota** , their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **16th** day of **February**, **2024**.

SEAL SEAL SEAL

State of Connecticut

By: _____
Bryce Grissom, Senior Vice President

City of Hartford ss.

On this the **16th** day of **February**, **2024**, before me personally appeared **Bryce Grissom**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, **2026**

ANNA P NOWIK NOTARY PUBLIC CONNECTICUT

_____
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **23rd** day of **June** , **2026** .

SEAL SEAL SEAL

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

Staff Report

Item Number: 6.L.

Agenda Item: **Professional Services Contract to Provide Town Engineer Services**
Discuss, consider and act upon a Professional Services Contract with Ardurra to provide Town Engineer Services.

Staff Contact: Virginia Smith, Public Works Director

Meeting Date: July 14, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses and visitors to Clarkdale.
- Goal Area 4 - Plan for the maintenance and growth of quality infrastructure that is sustainable and resilient.

Background: The Town requires an Arizona Registered Engineer for design and review of Town projects and development proposals. The current Town Engineer Services contract with Ardurra expired on Dec. 31, 2025, and was extended to June 11, 2026, for the purpose of reissuing the Town Engineering Services Request for Qualifications (RFQ).

Staff issued a Request for Qualifications (RFQ) in compliance with A.R.S. Title 34, Public Buildings and Improvements, Chapter 1, Employment of Special Services. In compliance with the Environmental Protection Agency's (EPA) six good faith efforts, the solicitation was advertised in accordance with A.R.S. Title 34 and listed on AZ UTRACS to notify Disadvantaged Business Enterprise (DBE) and Small Business Concern (SBC) entities. Additionally, staff contacted the Minority Business Development Agency and the U.S. Small Business Administration to maximize awareness of the opportunity.

Five (5) proposals were received by the deadline; all five (5) were ranked by the members of the review committee summarized in the attached table. Ardurra was ranked first of the proposals received. Staff is confident that the design and review needs of the Town can be met by the staff of Ardurra.

Budget Impact: Funds are budgeted to Public Works, Streets, Water, and Wastewater Professional Services lines for work related to each respective area. Funds are also budgeted to Community Development Consulting line for development

reviews, and are reimbursed by the applicant in accordance with Zoning Code Article 4-070, Payment By Owner of Professional Services Deemed Necessary by Town Council.

Recommendation: Staff recommends that the Council approve the selection of Ardurra to provide Town Engineer services for the Town of Clarkdale, and authorize the Town Manager to enter into a contract for services as described in the Request for Qualifications and authorize the Town Manager to execute all documents.

Town of Clarkdale

Town Engineer Services RFQ FY26-PW-02

Evaluation Summary

Criteria	Past project performance regarding relevance, quality and ability to meet schedules.	Demonstrated professionalism of the Respondent, associates and consultants proposed for the Project.	Capability of the Respondent to meet Town needs and goals and provide the required services within the time schedule and original budget of the Project.	The Respondent's proposed method of approach.	Past proven performance in the construction of Town facilities, roads, and water/sewer systems.	Reputation for personal and professional integrity and competence.	Overall evaluation of Respondent.	Totals
Maximum Points	20	20	15	15	15	10	5	100.00
Matrix Design Group								
Eval A	15.00	18.00	12.00	14.00	12.00	10.00	5.00	86.00
Eval B	10.00	10.00	8.00	15.00	8.00	8.00	3.00	62.00
Eval C	10.00	17.00	7.00	7.00	7.00	10.00	3.00	61.00
								209.00
Kimley Horn								
Eval A	18.00	16.00	13.00	15.00	15.00	10.00	5.00	92.00
Eval B	20.00	15.00	12.00	15.00	15.00	8.00	4.00	89.00
Eval C	19.00	19.00	15.00	12.00	14.00	9.00	4.00	92.00
								273.00
Southwestern Environmental								
Eval A	16.00	16.00	12.00	11.00	15.00	8.00	4.00	82.00
Eval B	15.00	10.00	10.00	10.00	10.00	7.00	2.00	64.00
Eval C	15.00	10.00	7.00	10.00	11.00	5.00	3.00	61.00
								207.00
All Construction Engineering								
Eval A	15.00	15.00	12.00	11.00	12.00	8.00	4.00	77.00
Eval B	5.00	5.00	5.00	5.00	5.00	5.00	1.00	31.00
Eval C	8.00	15.00	12.00	12.00	5.00	7.00	3.00	62.00
								170.00
Ardurra Group LLC								
Eval A	20.00	20.00	15.00	15.00	15.00	10.00	5.00	100.00
Eval B	20.00	20.00	13.00	15.00	15.00	10.00	5.00	98.00
Eval C	20.00	20.00	12.00	15.00	15.00	10.00	5.00	97.00
								295.00

ATTACHMENT G
PSA

TOWN ENGINEER PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into as of this _____ day of _____ _____, 2026, by and between the TOWN OF CLARKDALE, Arizona, an Arizona municipal corporation ("Town"), and ARDURRA GROUP, INC., a Florida corporation registered to do business in the State of Arizona ("Engineer"). Town and Engineer are sometimes referred to individually as a "Party" and collectively as the "Parties."

RECITALS

A. Town issued a Request for Qualifications for Town Engineer Services, RFQ # FY26-PW-02, to procure professional services pursuant to A.R.S. § 34-603 through a qualifications-based selection process. The RFQ describes the anticipated Town Engineer services, selection process, and contract framework, and provides that the initial contract will be valid for a period of three (3) years.

B. Town selected Engineer based on demonstrated competence and qualifications; this Agreement is not a construction contract and does not authorize construction services or the employment of mechanics or laborers by Engineer to perform construction work.

C. Certain Town projects may be financed in whole or in part with Federal funds, requiring incorporation of applicable federal provisions into this Agreement and any task orders issued hereunder. Appendix II to 2 C.F.R. Part 200 establishes contract provisions required for non-Federal entity contracts under Federal awards, as applicable.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

1. TERM; NON-APPROPRIATION; RENEWAL

1.1. Term. The term commences on **July 21, 2026** and continues through **July 31, 2029**, unless earlier terminated as provided herein.

1.2. Non-Appropriation. Continuation beyond any fiscal year is subject to Town Council appropriation; absent appropriation, this Agreement terminates at the end of the funded fiscal period without penalty. Town reserves a non-appropriation termination right.

1.3. Renewals/Extensions. Any extension shall be in writing and approved by Town.

2. NATURE OF ENGAGEMENT; NO CONSTRUCTION

2.1. Independent Contractor. Engineer is an independent contractor and is not Town's employee, agent, or partner. The Engineer, its employees and subcontractors are not entitled to workers' compensation benefits from the Town. The Town does not have the authority to supervise or control the actual work of the Engineer, its employees or subcontractors. The Engineer, and not the Town, shall determine the time of its performance of the services provided under this Agreement so long as the Engineer meets

the requirements of its agreed scope of work as set forth in Section 3. The Engineer is neither prohibited from entering into other contracts nor prohibited from practicing its profession elsewhere.

2.2. No Construction. This Agreement covers professional engineering and related consulting services only; no construction, construction means and methods, or contractor services are authorized hereunder.

3. SCOPE OF SERVICES; TASK ORDERS

3.1. Town Engineer. Engineer shall serve, on a consulting basis, as the Town Engineer of Record and shall provide professional engineering and technical services to the Town for buildings, developments, and public infrastructure. The services to be provided by Engineer are further described in Exhibit A and include, without limitation: designing capital improvement projects and preparing draft and final plans; preparing engineering documents for grant applications; reviewing residential and commercial development and improvement plans for conformance with applicable ordinances, rules, regulations, and codes; assisting the Public Works and Community Development Departments in identifying rights-of-way, easements, and utilities; facilitating the advancement of public projects through various phases of implementation; preparing project budgets and schedules; assisting with the preparation of solicitations and consultant selections; providing recommendations to Town staff and Council; attending meetings; coordinating with Town departments; preparing specifications and contract documents; visiting and inspecting construction sites; and reviewing and approving plats, development plans, site and improvement plans, and development agreements. These services are not exhaustive and may include additional professional engineering services necessary to fulfill the Town Engineer role as assigned through Task Orders.

3.2. Standards. Engineer shall perform services in accordance with the standard of care ordinarily exercised by Arizona licensed engineers practicing under similar circumstances, and, when applicable, Arizona Department of Transportation ("ADOT") standards for ADOT projects and Maricopa Association of Governments ("MAG") standards for other Town projects. Town requires ADOT standards for ADOT projects and MAG standards for other Town projects as adopted in the Town of Clarkdale Town Code.

3.3. Task Orders. Services will be authorized by written Task Orders executed by both Parties describing scope, deliverables, schedule, and compensation method consistent with Section 4. Each Task Order is incorporated by reference.

3.4. Federal Funding. For Task Orders funded in whole or in part with Federal funds, the provisions of Section 14 apply and shall be flowed down to any lower-tier agreements as required. Engineer shall timely provide all technical information, cost detail, and documentation necessary to support Town's procurement files, including cost/price analysis, independent cost estimates, pre-award reviews, and other documents required under 2 C.F.R. Part 200 or programmatic conditions.

4. COMPENSATION; INVOICING; AUDIT

4.1. Compensation Method. The Town shall pay Engineer at the rates provided in the Cost Proposal, marked as Exhibit B and incorporated herein by reference, for the services as set forth in Exhibit A.

4.2. Invoicing. Engineer shall invoice monthly for services performed under each Task Order. Each invoice shall include task-level detail, including labor categories, hours worked, applicable rates, and

reimbursable expenses, and shall itemize all Services completed to date with sufficient detail to justify payment. The Town shall pay all undisputed amounts within thirty (30) days of receipt of a proper invoice.

4.3. Withholding/Setoff. Town may withhold disputed amounts pending resolution and set off amounts due to Town.

4.4. Records; Audit. Engineer shall maintain complete and accurate project and accounting records for at least five (5) years after final payment, but never for less than the minimum period required by 2 C.F.R. § 200.334, and longer if any litigation, claim, audit, or other action involving the records is pending. Engineer shall make such records available to the Town at reasonable times for audit or inspection. For any federally funded Task Order, Engineer shall also provide the Town, the Inspectors General, the Comptroller General, or entity providing funding with access to all records directly pertinent to the federally funded work, as required by 2 C.F.R. § 200.337.

5. SCHEDULE; DELAYS

5.1. Time of the Essence. Engineer shall meet Task Order schedules and milestones. Town's ranking criteria emphasize the ability to meet schedules.

6. KEY PERSONNEL; SUBCONSULTANTS

6.1. Key Personnel. Engineer's proposed key personnel shall not be replaced without Town's prior written consent, which shall not be unreasonably withheld.

6.2. Subconsultants. Engineer shall not subcontract any portion of the Services without the Town's prior written consent. Engineer remains fully responsible for the performance of all subconsultants and for their compliance with this Agreement.

7. INSURANCE; INDEMNIFICATION. Engineer shall maintain insurance policies described in this Section during the term of this Agreement issued by companies licensed in Arizona with a current AM Best rating of A:VIII or better. The Town's Risk Management reserves the right to review and make an exception for substitute/alternative coverage in the Town's sole discretion. Failure to maintain insurance as specified herein may result in termination of this Agreement at the Town's option. Prior to executing the Agreement, Engineer shall furnish the Town's Risk Manager with certificates of insurance evidencing the coverages, conditions, and limits required by this Agreement, at the following address:

Town of Clarkdale
Risk Manager
39 N. Ninth Street
Clarkdale AZ 86324
Telephone: (928) 639-2400

7.1. Required Coverages and Limits. Engineer shall maintain, at its own expense, the following minimum insurance coverages:

(a) Commercial General Liability insurance, written on an occurrence form, with limits of not less than $1,000,000 per occurrence and $2,000,000 general aggregate, covering bodily injury, property damage, personal and advertising injury, and products/completed operations.

(b) Automobile Liability insurance with a limit of not less than $1,000,000 combined single limit per accident, covering owned, hired, and non-owned autos.

(c) Workers' Compensation insurance as required by Arizona law, and Employer's Liability insurance with limits of $1,000,000 each accident, $1,000,000 disease each employee, and $1,000,000 disease policy limit.

(d) Professional Liability (Errors & Omissions) insurance with limits of not less than $1,000,000 per claim, covering negligent acts, errors, or omissions in the performance of professional services.

7.2. Additional Insured Endorsement. The insurance policies, except Worker's Compensation and Professional Liability as described in this Section, shall be endorsed to name the Town of Clarkdale, its agents, officers, officials, employees, and volunteers as additional insureds with corresponding endorsement relative to the additional insured indemnification and with the following language: "The Town of Clarkdale, its agents, officers, officials, employees, and volunteers are hereby named as additional insureds as their interest may appear."

7.3. Claims-Made Coverage; Extended Reporting. If any required insurance is written on a claims-made basis (including Professional Liability), the Engineer shall maintain such coverage or purchase an extended reporting period endorsement "tail" for not less than two (2) years after completion and acceptance of the Services, and shall provide annual certificates of insurance evidencing such coverage for each year of the required period.

7.4. Cancellation/Nonrenewal Notice. The Engineer shall provide the Town with at least thirty (30) days' prior written notice of cancellation, material reduction, or nonrenewal of any required policy. The Engineer shall provide the Town with at least ten (10) days' prior notice for cancellation due to nonpayment of premium. The Engineer shall also use commercially reasonable efforts to cause its insurers to provide such notice to the Town. Notice shall be sent to the Town Clerk at charity.brooks@clarkdale.az.gov.

7.5. Primary and Noncontributory; Additional Insured; Waiver of Subrogation. The Engineer's insurance shall be primary and noncontributory with any insurance or self-insurance maintained by the Town. For Commercial General Liability and Automobile Liability, the Town, its officers, officials, employees, and volunteers shall be additional insureds to the extent of liabilities arising out of the Engineer's operations (ISO CG 20 10/20 37 or equivalents, and CA 20 48 or equivalent). All policies, to the extent commercially available, shall include a waiver of subrogation in favor of the Town.

7.6. Subconsultants/Subcontractors. The Engineer shall require all subconsultants and subcontractors of any tier to maintain insurance at levels and with terms no less protective than those required of the Engineer, and shall maintain evidence of such coverage available for Town review upon request.

7.7. Indemnification. To the fullest extent permitted by law, Engineer shall indemnify and hold harmless Town and its council members, officers, employees, and agents from and against claims to the extent

caused by the negligent acts, recklessness, or intentional misconduct of Engineer or its subconsultants in connection with the services.

8. COMPLIANCE; ETHICS; IMMIGRATION

8.1. Compliance with Laws. Engineer shall keep fully informed of and comply, and shall cause its employees, agents, and subconsultants to comply, with all applicable federal, state, county, and local laws, ordinances, regulations, codes, and standards, including all applicable Town requirements and applicable workplace health and safety requirements, including OSHA standards. Engineer shall comply with all such requirements as they exist now and as they may be amended during the term of this Agreement.

8.2. Immigration Compliance; Compliance requirements for A.R.S. § 41-4401-immigration laws and E-Verify requirement. Engineer shall comply with IRCA and A.R.S. § 41-4401, maintain E-Verify compliance, and permit inspection as required.

(a.) The Engineer warrants compliance with all Federal immigration laws and regulations relating to employees and warrants its compliance with A.R.S. § 23-214, Subsection A.

(b.) A breach of a warranty regarding compliance with immigration laws and regulations shall be deemed a material breach of the contract and the Engineer may be subject to penalties up to and including termination of the Agreement.

(c.) The Town retains the legal right to inspect the papers of any employee who works on the Agreement to ensure that the Engineer or subcontractor is complying with the warranty under paragraph 6(a).

8.3. Executive Orders; Non-Discrimination. Engineer shall comply with applicable Federal and State laws, rules, and regulations, including the Americans with Disabilities Act, and State Executive Orders Nos. 2023-01 and 2009-09.

8.4. Conflicts; Gratuities. Engineer shall avoid conflicts of interest and shall not offer or give any gratuity, gift, favor, entertainment, loan, or other item of value to any Town officer, employee, or agent in connection with this Agreement. A violation of this Section constitutes a material breach and is grounds for termination under Section 13.

8.5. Engineer shall not use federal funds for lobbying activities prohibited by 31 U.S.C. §1352.

9. DOCUMENTS; OWNERSHIP; LICENSE

9.1. Instruments of Service. Upon payment, Town shall own copies of documents, drawings, specifications, data, and deliverables produced; Engineer retains its standard instruments of service copyright but grants Town a non-exclusive, perpetual, royalty-free license to use, reproduce, and display the deliverables for Town purposes, including future maintenance, alteration, and expansion, at Town's sole risk for uses beyond the original purpose without Engineer's involvement. For any Task Order funded in whole or in part by a Federal award, the applicable federal awarding agency shall also have a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, and to authorize

others to use, for federal government purposes, any work developed under such Task Order.

9.2. ADOT/MAG Standards. Documents shall conform to the applicable standards identified in Section 3.2. Town requires documents and specifications to meet applicable code requirements, comply with laws and regulations, and align with professional engineering standards.

10. REVIEWS; APPROVALS; SITE VISITS

10.1. Reviews and Approvals. Engineer shall perform reviews and approvals reserved to the Town Engineer under Town codes and policies, including plan and plat reviews, as assigned by Town. The Town Engineer reviews and approves technical documents such as preliminary and final plats, development plans, site and improvement plans, and development agreements.

10.2. Meetings and Site Visits. Engineer shall attend pre-bid, pre-construction, progress, and Council meetings as reasonably requested and visit construction sites for progress observation within the scope defined in Task Orders.

11. CONFIDENTIALITY; PUBLIC RECORDS

11.1. Confidentiality. Engineer shall not disclose Town confidential information except as required to perform services or by law. The Engineer shall establish and maintain procedures and controls that are acceptable to the Town for the purpose of ensuring that information contained in its records or obtained from the Town or from others in carrying out its obligations under this Agreement shall not be used or disclosed by it, its agents, officers, or employees, except as required to perform the Engineer's duties under this Agreement. Persons requesting such information should be referred to the Town. The Engineer also agrees that any information pertaining to individual persons shall not be divulged other than to employees, agents or officers of the Engineer as needed for the performance of duties under this Agreement.

11.2. Public Records. Town is subject to Arizona public records law; Engineer-designated proprietary information will be treated consistent with applicable law. Notwithstanding any provisions of this Agreement regarding confidentiality, secrets, or protected rights, the Engineer acknowledges that all documents provided to the Town may be subject to disclosure by laws related to open public records. Consequently, the Engineer understands that disclosure of some or all of the items subject to this Agreement may be required by law. In the event Town receives a request for disclosure that is reasonably calculated to incorporate information that might be considered confidential by Engineer, the Town agrees to provide the Engineer with notice of that request, which shall be deemed given when deposited by the Town with the USPS for regular delivery to the address of the Engineer specified in 9.13. Within ten (10) days of Town notice by the Town, the Engineer will inform the Town in writing of any objection by the Engineer to the disclosure of the requested information. Failure by the Engineer to object timely shall be deemed to waive any objection and any remedy against the Town for disclosure. In the event the Engineer objects to disclosure within the time specified, the Engineer agrees to handle all aspects related to the request, including properly communicating with the requestor and timely responding with information the disclosure of which the Engineer does not object thereto. Furthermore, the Engineer agrees to indemnify and hold harmless the Town from any claims, actions, lawsuits, or any other controversy or remedy, in whatever form, that arises from the failure to comply with the request for information and the laws pertaining to public records, including defending the Town in any legal

action and payment of any penalties or judgments. This provision shall survive the termination of this Agreement.

12. DISPUTE RESOLUTION

12.1. Informal Resolution. The Parties shall confer in good faith to resolve disputes.

12.2. Right to Adequate Assurance. Town may demand adequate assurance of due performance upon reasonable grounds for insecurity; failure to provide assurance constitutes repudiation.

13. TERMINATION; SUSPENSION

13.1. Termination for Town's Convenience. This Agreement is for the convenience of the Town and, as such, may be immediately terminated without cause after receipt by the Engineer of written notice by the Town. Upon termination for convenience, Town shall pay for all undisputed services performed and reasonable, documented closeout costs through the effective termination date.

13.2. Termination for Cause. Either Party may terminate for material breach not cured within thirty (30) days of written notice; Town may withhold payments pending cure.

13.3. Statutory Conflict Cancellation. The requirements of A.R.S. § 38-511 apply to this Agreement. The Town may cancel this Agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating this Agreement on behalf of the Town is, at any time while this Agreement or any extension is in effect, an employee, agent, or consultant of Engineer with respect to the subject matter of this Agreement..

13.4 Prohibition on Gratuities. Engineer shall not offer or give any gift, gratuity, favor, entertainment, loan, or other item of value to any Town officer, employee, or agent for the purpose of securing this Agreement or obtaining favorable treatment under it. The Town may terminate this Agreement immediately upon written notice if it determines that Engineer has violated this provision, and may pursue all other remedies available at law or in equity.

13.5. Suspension. Town may suspend work, in whole or in part, by written notice; Engineer shall promptly resume upon notice to proceed, with equitable adjustment if appropriate.

14. FEDERAL REQUIREMENTS (IF FEDERALLY FUNDED). For any Task Order funded in whole or in part under a Federal award, Engineer shall comply with all applicable General Terms & Conditions and programmatic conditions incorporated into the Town's federal award, as they relate to Engineer's scope of work. Where the Federal award is an EPA award, Engineer shall additionally comply with all applicable EPA-specific General Terms & Conditions and programmatic requirements. The following apply to this Agreement and any Task Order to the extent funded in whole or in part by a Federal award; Engineer shall flow down applicable provisions to all subcontracts:

14.1. Remedies for Breach. For contracts exceeding the simplified acquisition threshold, this Agreement provides administrative, contractual, and legal remedies in cases of breach, including withholding, setoff, termination for cause, and recovery of damages. 2 C.F.R. Pt. 200, App. II(A) requires remedies for breach for contracts above the simplified acquisition threshold.

14.2. Termination. For contracts exceeding $10,000, this Agreement includes termination for cause and for convenience and sets forth effectuation and settlement basis. 2 C.F.R. Pt. 200, App. II(B) requires termination for cause and convenience terms for contracts over $10,000.

14.3. Equal Employment Opportunity. If and only to the extent any Task Order meets the definition of a "federally assisted construction contract" under 41 C.F.R. 60-1.3, Engineer shall include the equal opportunity clause at 41 C.F.R. 60-1.4(b) in applicable lower-tier contracts. 2 C.F.R. Pt. 200, App. II(C) requires the EEO clause for contracts that meet the definition of federally assisted construction contracts.

14.4. Davis-Bacon Act; Copeland Act. If required by specific Federal program legislation and applicable because Town directly awards a prime construction contract exceeding $2,000, the Davis-Bacon and Copeland Act provisions shall apply; as this Agreement is for professional services and not a construction contract, these provisions do not apply to Engineer's services unless Engineer separately contracts for construction contrary to Section 2.2. 2 C.F.R. Pt. 200, App. II(D) applies Davis-Bacon and Copeland provisions to prime construction contracts when required by program legislation. Engineer shall not procure or manage construction contracts unless expressly authorized in a Task Order; if so authorized, Engineer shall incorporate all Davis-Bacon requirements and wage determinations into such procurements.

14.5. Contract Work Hours and Safety Standards Act. Where applicable to any contract in excess of $100,000 involving mechanics or laborers, CWHSSA requirements apply; as this Agreement is for professional services, this clause is not expected to apply to Engineer's services. 2 C.F.R. Pt. 200, App. II(E) applies to contracts over $100,000 that involve employment of mechanics or laborers.

14.6. Rights to Inventions. If any Task Order under a Federal "funding agreement" involves experimental, developmental, or research work by a small business or nonprofit, 37 C.F.R. Part 401 applies. 2 C.F.R. Pt. 200, App. II(F) incorporates Bayh-Dole requirements where applicable.

14.7. Clean Air Act and Federal Water Pollution Control Act. For contracts and subgrants over $150,000, Engineer shall comply with applicable standards, orders, and regulations and report violations to the Federal awarding agency and EPA Regional Office. 2 C.F.R. Pt. 200, App. II(G) imposes CAA and FWPCA compliance for awards exceeding $150,000.

14.8. Debarment and Suspension. Engineer shall not contract with parties listed in SAM exclusions and shall verify eligibility as required by 2 C.F.R. Part 180. 2 C.F.R. Pt. 200, App. II(H) prohibits awards to parties listed on SAM governmentwide exclusions.

14.9. Byrd Anti-Lobbying Amendment. Pursuant to 31 U.S.C. §1352, its implementing regulations (including, as applicable, 31 C.F.R. Pt. 21 or 40 C.F.R. Pt. 34), and 2 C.F.R. Pt. 200, App. II(I), for any Federal award exceeding $100,000, Engineer shall provide required certifications and disclosures and ensure each tier certifies accordingly.

14.10. Domestic Preferences; Prohibited Telecommunications; Procurement of Recovered Materials. Engineer shall comply with requirements incorporated by reference in 2 C.F.R. §§ 200.323, 200.216, and 200.322, as applicable to the procurement actions, materials specifications, and technology used in federally

funded projects. 2 C.F.R. Pt. 200, App. II(J)-(L) incorporate §§ 200.323, 200.216, and 200.322 by reference. Engineer represents that it will not connect its IT systems to EPA networks unless expressly authorized by Town and EPA and will comply with any cybersecurity requirements applicable under EPA's General Terms & Conditions. The Engineer represents that it does not use covered telecommunications equipment or services in performing the Services and will promptly notify the Town upon discovery of any such use.

14.11. Engineer shall comply with the consultant compensation limitation at 2 C.F.R. §1500.10. Engineer shall not charge, and Town shall not pay from federal funds, consultant rates exceeding the daily or hourly equivalent of Executive Schedule Level IV.

14.12. Nondiscrimination and DBE Compliance (40 C.F.R. Part 33). The Engineer shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The Engineer shall implement and carry out applicable requirements of 40 C.F.R. part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Engineer shall implement EPA's six good-faith efforts as required by 40 C.F.R. Part 33 and submit DBE utilization and documentation as requested by the Town. Failure by the Engineer to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies.

14.13 Domestic Sourcing (AIS/BABA as Applicable). To the extent applicable to a federally funded task order, the Engineer shall assist the Town in complying with domestic sourcing requirements in effect for the funding source (e.g., American Iron and Steel for SRF projects; Build America, Buy America for other programs), including incorporating applicable requirements into specifications and subcontracts and identifying potential waiver needs. The SRF-specific AIS requirements described below apply when the funding source requires AIS. Any project authorized under Title VI of the Federal Water Pollution Control Act (33 U.S.C. §1381 et seq.) and Section 1452 of the Safe Drinking Water Act (42 U.S.C. §300j-12) involving the construction, alteration, maintenance, or repair of a public water system or treatment works must utilize only iron and steel products produced in the United States, unless a waiver or exception is properly granted under applicable law. For purposes of this Section, "iron and steel products" means products made primarily of iron or steel, including lined or unlined pipes and fittings, manhole covers and other municipal castings, hydrants, tanks, flanges, pipe clamps and restraints, valves, structural steel, reinforced precast concrete, and other construction materials.

14.14 Federal Environmental Compliance Support. Engineer shall perform the Services in a manner consistent with applicable federal, state, and local laws. To the extent the Services include environmental, cultural, or historic resource tasks required by the Town in connection with federally funded projects, Engineer shall provide technical assistance, studies, surveys, and documentation within its professional scope of services to support the Town's compliance with applicable federal requirements, including NEPA and the National Historic Preservation Act. Engineer shall not be responsible for agency determinations, consultations, or approvals.

14.15 Whistleblower Protections. Pursuant to 41 U.S.C. § 4712, Engineer shall not discharge, demote, or otherwise take reprisal action against any employee who discloses information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, gross waste of federal funds, abuse of authority, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract or grant. Engineer shall inform its employees in writing of these rights prior to commencement of work on any federally funded Task

Order.

14.16 False Claims. Engineer acknowledges that knowingly presenting a false or fraudulent claim for payment under a federally funded Task Order may subject the responsible party to civil penalties under the False Claims Act (31 U.S.C. §§ 3729–3733), including penalties of up to three times the amount of the false claim. Engineer shall immediately report to the Town any known or suspected fraud, waste, or misuse of federal funds in connection with this Agreement.

15. LICENSES; REGISTRATION

15.1. Professional Registration. Engineer and subconsultants shall remain appropriately licensed or registered in Arizona for the services performed.

16. NOTICES; COMMUNICATIONS

16.1. Notices. Notices shall be in writing and delivered by personal delivery, overnight courier, or certified mail to:

Town:
Town of Clarkdale
c/o Lou Andersen, Town Manager
39 N. North Ninth Street
Clarkdale, AZ 86324
Susan.guthrie@clarkdale.az.gov

Copies to:
Town of Clarkdale
c/o Charity Brooks, Town Clerk
39 N. North Ninth Street
Clarkdale, AZ 86324
Charity.brooks@clarkdale.az.gov

Boyle, Pecharich, Cline, Whittington & Stallings PLLC
c/o Stephen W. Polk, Town Attorney
125 N. Granite Street
Prescott, AZ 86301
spolk@bpcws.com

Engineer:
[Name/company/address/email]

16.2. Deemed Receipt; Change of Address. A notice is deemed received (i) when delivered personally to the Party, (ii) three (3) business days after deposit in the U.S. Mail, registered or certified, return-receipt requested, postage prepaid, properly addressed, or (iii) the next business day after deposit with a nationally recognized overnight delivery service, charges prepaid, properly addressed. If a Party also sends a copy to counsel or another recipient, the deemed-receipt date applies to the Party, not the copy recipient. A Party may change its notice address or addressees by giving notice in accordance with this

Section.

16.3. Communications Protocol. Formal communications related to Task Orders shall follow the RFQ's formal communication expectations as reasonably applicable post-award, with Town's Contract Administrator designated in each Task Order.

17. MISCELLANEOUS

17.1 Assignment. Engineer shall not assign or transfer this Agreement without Town's prior written consent.

17.2. Governing Law; Venue. Arizona law governs; venue lies in Yavapai County Superior Court.

17.3. Entire Agreement; Amendments; Reliance. This Agreement, together with its exhibits and any Task Orders issued hereunder, constitutes the entire agreement between the Parties and supersedes all prior or contemporaneous negotiations, discussions, representations, or agreements, whether oral or written, relating to its subject matter. Each Party acknowledges that it is not relying on any representation, warranty, or statement not expressly set forth in this Agreement. No amendment or modification is effective unless in a written instrument signed by both Parties. This Agreement shall be interpreted according to its plain meaning, without presumption for or against either Party as the drafter, and each Party acknowledges that it has had the opportunity to consult legal counsel regarding this Agreement.

17.4. Order of Precedence. If a conflict exists among this Agreement and any exhibit, attachment, or Task Order, the following order of precedence applies:

a. this Agreement; then
b. a Task Order (but only for the Services it specifically covers); then
c. the exhibits and other attachments to this Agreement; then
d. documents incorporated by reference.

Notwithstanding the foregoing, to the extent a Task Order is federally funded, the Federal Requirements in Section 14 control where required by applicable law.

17.5. Required Provisions. Any provision required by applicable law to be included in this Agreement shall be deemed incorporated herein as if fully set forth. If any such provision is inadvertently omitted or incorrectly stated, the Parties shall promptly execute an amendment to correct the omission or error.

17.6. Severability. The provisions of this Agreement are severable to the extent that any provision or application held to be invalid by a Court of competent jurisdiction shall not affect any other provision or application of the Agreement which may remain in effect without the invalid provision or application.

17.7. Non-Waiver. Nothing in this Agreement shall be construed, expressly or by implication, as a waiver by the Town of any existing or future right or remedy available at law or in equity in the event of any default or breach of this Agreement. No failure or delay by either Party to enforce any term of this Agreement, and no course of dealing, will operate as a waiver of any right or remedy. Acceptance of performance or payment does not waive any breach.

17.8. Attorneys' Fees. If any action or proceeding is commenced to enforce or interpret this Agreement, the

prevailing Party is entitled to recover its reasonable attorneys' fees, court costs, and expenses from the non-prevailing Party. Such fees and costs shall be deemed to accrue from the commencement of the action and may be awarded whether or not the action proceeds to judgment.

17.9. Liens. Engineer shall deliver all Services and materials free and clear of all liens, claims, and encumbrances. Engineer shall obtain and provide lien waivers or releases from itself and all subconsultants or suppliers upon request by the Town as a condition of payment.

17.10. Counterparts; Electronic Signatures. This Agreement may be executed in counterparts and by electronic signatures.

18. MANDATORY STATE TERMS

18.1. Notwithstanding any provision of the Agreement to the contrary, the Town is not authorized to indemnify Engineer.

18.2. Every payment obligation of the Town under this Agreement is conditioned upon the availability of funds appropriated and allocated for the payment of such obligation. If funds are not appropriated, allocated and available or if the appropriation is changed by the legislature resulting in funds no longer being available for the continuance of this Agreement, this Agreement may be terminated by the Town at the end of the period for which funds are available pursuant to Section 1.2. No liability shall accrue to the Town in the event this provision is exercised, and the Town shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.

18.3. Pursuant to A.R.S. §§ 35-214 and 35-215, the Engineer shall retain all records relating to this Agreement for a period of five (5) years after completion of the Agreement. All records shall be subject to inspection and audit by the Town at reasonable times. Upon request, the Engineer shall produce the original of any or all such records at the offices of the Town.

18.4. The Engineer shall comply with State Executive Orders No. 2023-01, 2009-09, and any and all other applicable Federal and State laws, rules and regulations, including the Americans with Disabilities Act.

18.5. Engineer assigns to the Town any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services supplied by third parties to Engineer toward fulfillment of this Agreement.

18.6. This Agreement shall be construed in accordance the laws of the State of Arizona.

18.7. The Parties to this Agreement agree to resolve all disputes arising out of or relating to this Agreement through arbitration, after exhausting applicable administrative review, to the extent required by A.R.S. § 12-1518 except as may be required by other applicable statutes.

18.8. Israel Boycott. To the extent A.R.S. § 35-393 through § 35-393.03 is applicable, Engineer certifies that it is not currently engaged in and agrees for the duration of Contract that it will not engage in, a boycott of Israel, as that term is defined in A.R.S. § 35-393.

18.9. Uyghur Forced Labor Compliance (A.R.S. § 35-394). Engineer certifies that it is not engaged in, and for

the duration of this Agreement will not engage in, the use of forced labor of ethnic Uyghurs in the People's Republic of China, or support an entity on a prohibited list under A.R.S. § 35-394, if applicable.

TOWN OF CLARKDALE, an Arizona municipality

_____ _____

Lou Andersen, Town Manager Date

ATTEST:

_____ _____

Charity Brooks, Town Clerk Date

APPROVED AS TO FORM:

_____

Stephen W. Polk, Esq., Boyle, Pecharich, Cline, Whittington & Stallings, P.L.L.C.

[Selected Engineering Firm], a [State] corporation,

By: _____ _____

Name: _____ Date

Title: _____

EXHIBIT A

SCOPE OF SERVICES



JUNE 29, 2026

STATEMENT OF QUALIFICATIONS for

TOWN ENGINEER SERVICES

RFQ 26-PW-02

ARDURRA

5.1 TRANSMITTAL LETTER

June 29, 2026

Lou Andersen, Town Manager
Town of Clarkdale 39 N. Ninth Street
Clarkdale, Arizona 86324

RE: Statement of Qualifications for Town Engineer Services;
RFQ #FY26-PW-02

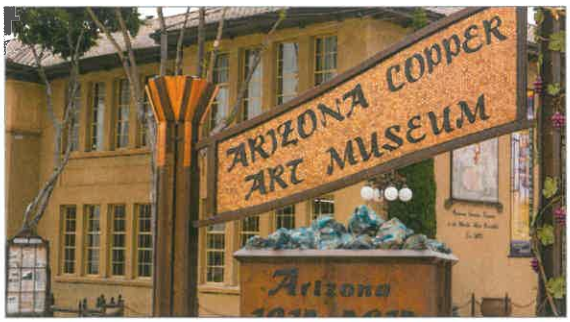
Dear Selection Committee,

Ardurra Group, Inc. (Ardurra) is pleased to submit this Statement of Qualifications (SOQ) for the Town Engineer Services RFQ for the Town of Clarkdale. We recognize the importance of providing professional engineering services for the Town's capital improvement plans, reviewing plats and improvement plans, and serving as the Floodplain Administrator. Our experience as the acting Town Engineer has equipped us to manage community engagement, ensure regulatory compliance, and facilitate collaboration between agencies. We've also successfully handled grant applications and emergency response planning, allowing us to deliver innovative solutions that meet the community's needs.

Project Principal Guillermo Cortes, PE has 30 years of experience and has been Ardurra's representative as one of your On-call Engineers since 2011. Our team comprises personnel with proven experience in the repair, completion, and/or construction of government facilities. Our team members have the resources and expertise to accommodate any assigned task from this contract as Town Engineer. Six key members of our staff will support Guillermo Cortes, PE: Michael Janes, PE, Curtis Krausman, PE, Steve Lewis, PE, Alicia Stoffers, PE, Jan Tijmes, EIT, and Colin Griffith, PE. Michael has not only served as the City/Town Engineer for the Town of Clarkdale, City of Williams, and Town of Springervile, but has also served the City of Winslow as the On-Call City Engineer. The following summarizes the key points covered in our SOQ and the benefits we provide:

Local Experience: We have decades of experience working in Arizona communities. Ardurra takes pride in providing comprehensive Civil Engineering and Surveying Services to our local communities, including the Town of Clarkdale, where we have been providing engineering services since 1990, from our local office in Cottonwood. Ardurra has also served as the Town of Clarkdale's Town Engineer for the past three years. Our success can be attributed to our ability to pair qualified technical expertise with local communities, restrictive budgets, varying terrain, and environmental challenges. We are experienced with the rugged terrain of northern Arizona, ensuring our designs integrate seamlessly with the natural topography to minimize unnecessary land disturbance and reduce construction costs.

Knowledge & Understanding: We understand the diverse needs of rural municipalities and agencies and have successfully completed numerous capital projects for a variety of on-call engineering clients. These have included: Town of Clarkdale, Town of Jerome, City of Cottonwood, Town of Camp Verde, City of Flagstaff, City of Sedona, City of Williams, City of Winslow, Coconino County, Yavapai County, City of Prescott, City of Page, Town of Springerville, and Northern Arizona University (NAU).







Ardurra's civil engineering expertise and focused experience have allowed us to develop longstanding relationships with local governments across Arizona. Our knowledge of the area and our technical qualifications will continue to be a valuable asset to the Town under this on-call Engineer contract. Additionally, Ardurra has 68 additional staff in Arizona and over 2,000 staff nationwide, who can provide support in various areas, including staff support, grant writing, public participation, traffic engineering, inspection services, as well as expertise in water production and wastewater management.

Our staff's availability ensures that we provide the highest level of responsiveness and quality, exceeding the Town's expectations, schedules, and commitments. We are dedicated and eager to achieve the Town's objectives. Thank you for your consideration. If you have any questions or require additional information, please don't hesitate to contact us at 928.282.1061.

ARDURRA GROUP, INC.

Guillermo Cortes | Principal-In-Charge
925.774.4636 I gcortes@ardurra.com

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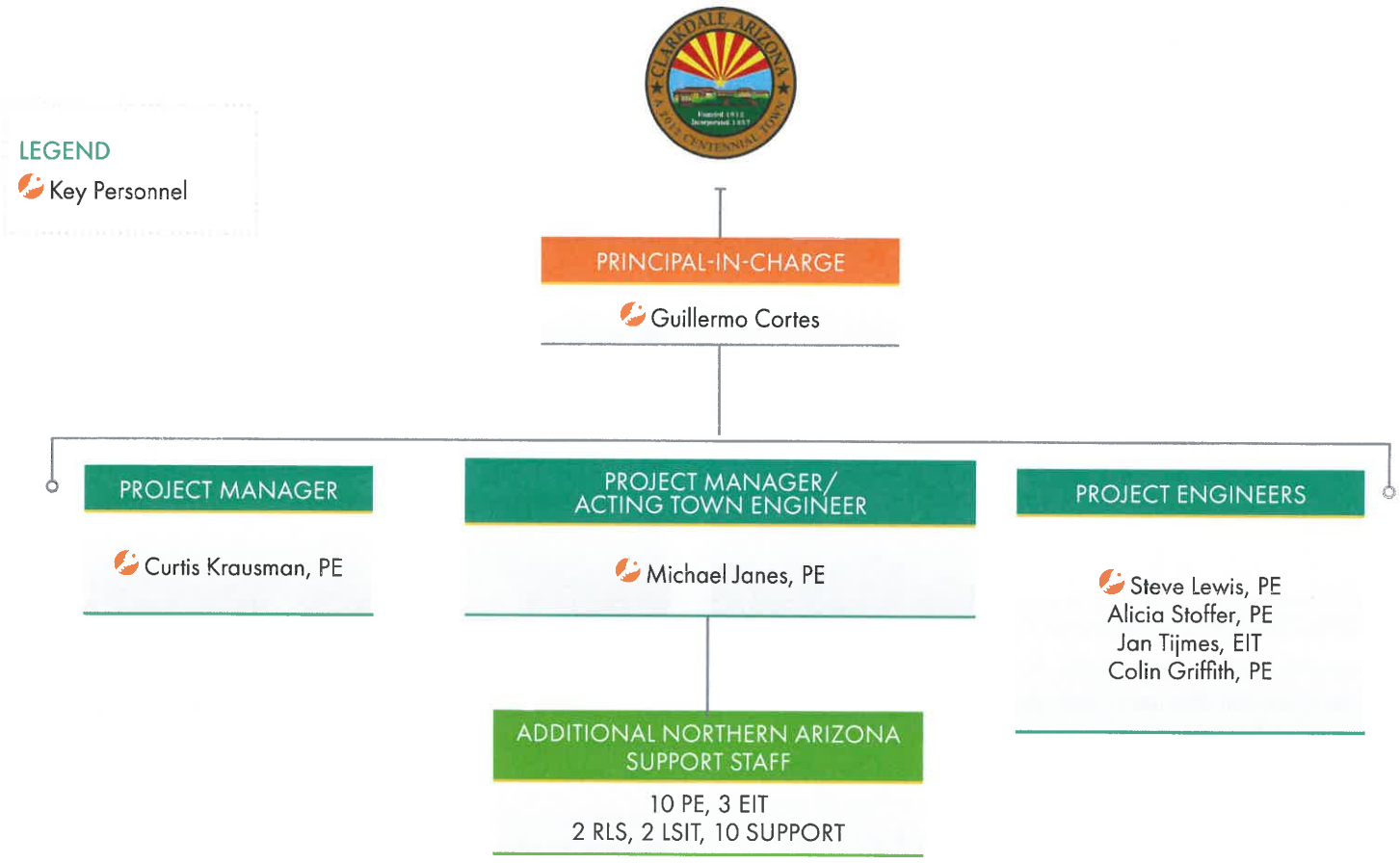
ATTACHMENT B

RESUMES

5.2 CAPACITY DETAILS

5.2.1 ORGANIZATION

TEAM STRUCTURE



SUMMARY OF TEAM MEMBERS

Each member of our team plays an integral role in the success of our team as a whole and, ultimately, the project's success. Our collaborative team experience has cultivated key team member leadership that shares a unified vision, possesses technical mastery, fosters transparent communication, and demonstrates flexibility in working with Town staff to complete design and construction phase services for improvements that enhance our communities. Summary bios for each key team member are provided in Section C. Key Individual Qualifications and Experience.

Guillermo Cortes, PE, is designated as the Project Principal on the project and will ensure the correct and proper resources are assigned to the contract. He will handle contractual matters and be ultimately responsible for ensuring the quality and timeliness of the team's performance. Michael Janes, PE, will serve as our main Project Manager and be the single point of contact for the Town. Michael Janes will be responsible for official Town Engineer duties.

5.2.2 QUALIFICATIONS AS DEMONSTRATED BY EXPERIENCE

COMPARABLE PROJECTS

From preliminary planning and complete civil design to construction management (including inspection services), Ardurra's work has encompassed the entire range of infrastructure, including water and sewer distribution, stormwater, transportation and roadway projects, municipal buildings, water and wastewater facilities, airports, and parks. Some of our Northern Arizona staff's main focus clients are in smaller cities and towns. Working with Towns and Cities, we have learned the level of service required for each project or task. We have completed hundreds of projects for clients just like Clarkdale in the last 30 years. In the last three years serving as Clarkdale's Town Engineer, we have completed over 30 specific projects for the Town, reviewed 15 private projects, and assisted with several minor tasks that required the experience of a Town Engineer or Surveyor. Some examples of these projects are detailed below.

TOWN ENGINEER, *Town of Clarkdale*



Ardurra has served as the Town Engineer for Clarkdale for the last three years. During our time as Town Engineer, we have assisted the Town with multiple engineering tasks and services. Our services range from large design and planning projects to grant and funding assistance. We have also provided the Town with brief on-site engineering assistance and recommendations for minor issues brought to their attention by the community.

Project Dates (Contractual | Actual): Ongoing (since 1/2023) | Ongoing

Original | Actual Value: N/A | N/A

SELNA MONGINI PARK, *Town of Clarkdale*

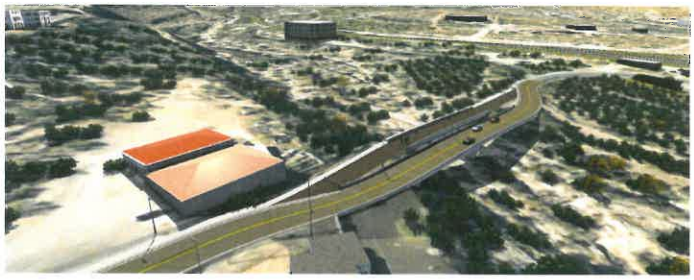


Ardurra provided surveying, design, construction staking, and construction administration services for this project. Ardurra's design included grading, drainage, utilities, and hardscape design for a new Town Park. During construction, Ardurra provided contractor payment application reviews, material submittal reviews, RFI responses, site visits, and general construction observation.

Project Dates (Contractual | Actual): 12/2025 | 12/2025

Original | Actual Value: $210k | $210k

BITTER CREEK BRIDGE, *Town of Clarkdale*



Ardurra was engaged by the Town to produce plans, bid documents, and cost estimates for the Bitter Creek Bridge Project. This project consists of the addition of a new bridge to the northwest of the existing Bitter Creek Bridge and converting the existing bridge into a pedestrian bridge.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: $1.4M | $1.7M

3RD N SEWER REPLACEMENT, *Town of Clarkdale*

The 3rd Street North Sewer project consists of replacing 1700 LF of 8" Sewer mains to eliminate conflicts with residences constructed over an existing sewer line and the overall need for replacement. Important aspects of the project included relocating the water main to allow for the sewer installation and working with property owners to route existing sewer services to the new sewer line.

Project Dates (Contractual | Actual): 12/2025 | 12/2025

Original | Actual Value: $104k | $129k

WATER AND SEWER MASTER PLAN, *Town of Clarkdale*

This project involves reviewing the town's current water and wastewater systems, including water treatment and distribution, as well as wastewater collection and treatment, to determine the town's full build-out demands for water and sewer. Ardurra will identify immediate and long-term needs and associated costs with those projects as part of the analysis.

Project Dates (Contractual | Actual): 5/2025 | 5/2025

Original | Actual Value: $273k | $273k

89A WATER CAMPUS, *Town of Clarkdale*

The 89A water campus includes a new water storage tank, well, arsenic treatment plant, truck fill, site grading, site piping, and booster pump station. Ardurra's scope includes project management, design plans, well drilling coordination, bid documents, design reports, cost estimating, and permitting. Through subconsultants, Ardurra has also provided geotechnical investigation, electrical engineering, environmental clearances, and hydrogeological services.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: $1M | $1M

BROADWAY ROAD DRAINAGE, *Town of Clarkdale*



The Broadway Road Drainage project is a project to mitigate localized drainage ponding at the intersection of the Elks Lodge driveway and Broadway Road. Ardurra completed a topographic survey and basemap, drainage assessment and memo, and improvement plans for the project.

Project Dates (Contractual | Actual): 2/2026 | 2/2026

Original | Actual Value: $27k | $27k

PRIVATE DEVELOPMENT REVIEW, *Town of Clarkdale*

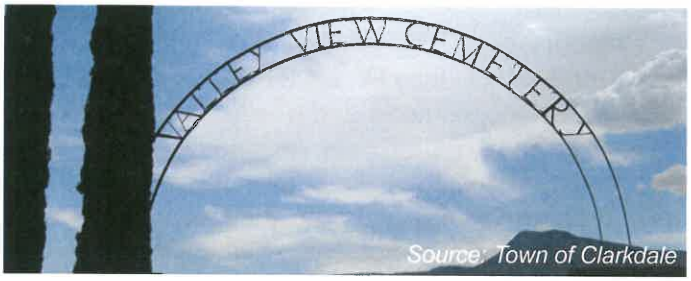


Ardurra currently provides private development review for the Town of Clarkdale. Development review includes civil, electrical, and structural reviews as requested by the Town. In the last three years, Ardurra has provided reviews on the Taawaki Inn, Black Hilles West Subdivision, Mongini Tuzigoot Roadway, APS Clarkdale Substation, Belle Maison, Plateau, Newstand, and the Venus Tree/Drake's Building, Circle K, Uhaul.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: $20k | $20k

VALLEY VIEW CEMETERY DRAINAGE, *Town of Clarkdale*



Ardurra provided a topographic and boundary survey of the Valley View Cemetery. The survey was used to produce a design report and drainage improvement plans for the cemetery. Improvements included roadside infiltration trenches and a culvert connection to dissipate stormwater on-site. The project is currently under construction through a JOC contract.

Project Dates (Contractual | Actual): 12/2024 | 12/2024

Original | Actual Value: $34k | $34k

CODE AND STANDARDS UPDATE, *Town of Clarkdale*

Ardurra is assisting the Town in reviewing and amending the Town Codes and Standards. Part of the amendment will include the establishment of engineering standards and the expansion of the land development standards.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: $40k | $40k

RECLAIMED WATERLINE, *Town of Clarkdale*

The Clarkdale Reclaimed Waterline project is to design a reclaimed waterline from the VRIC Booster Pump Station to Selna-Mongini Park, Main Street Park, and the cemetery. Improvements will include a new VRIC Booster Pump Station, reclaimed water fire hydrants, park irrigation connections, and surface improvements. The design will be coordinated with the Bitter Creek Bridge project, which will provide a sleeve for the new reclaimed water line.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: $217k | $217k

SOUTH BROADWAY OVERLAY PHASE 2, *Town of Clarkdale*

The Broadway Overlay Phase 2 project included new curb, gutter and sidewalk and a street overlay along Broadway Road in Clarkdale, Arizona. Improvements extended from the Town limits with Cottonwood and extended approximately 3,500 LF. Ardurra provided survey, design, and construction administration for the project.

Project Dates (Contractual | Actual): 4/2025 | 4/2025

Original | Actual Value: $95k | $95k

EV CHARGING STATION, *Town of Clarkdale*



Ardurra provided design plans for installing a new EV Charging Station for police vehicles at the Clarkdale Police Department Building. The design utilizes existing infrastructure and minimizes improvement costs by routing conduit in landscaped areas.

Project Dates (Contractual | Actual): 9/2025 | 9/2025

Original | Actual Value: $5k | $3k

CEMENT PLANT ROAD, *ADOT/Town of Clarkdale*

Ardurra is preparing an SL and plans, specifications, and estimates for an eight-foot-wide shared-use path, on-street bike lanes, a right-turn lane, and curb and gutter improvements in the Clarkdale Historic District. Improvements include roadway reconstruction, guardrail updates, box culvert extensions, MOT, solar-powered Rectangular Rapid-Flashing Beason (RRF), curb and gutter, and signing and marking. Stakeholder consensus requires extensive coordination with ADOT, Clarkdale, the Yavapai-Apache Nation (YAN), the Salt River Pima-Maricopa Indian Community (SRPMIC), and Clarkdale-Jerome School.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: $249k | $249k

CLARKDALE PARKWAY (AZ SMART), *ADOT/ Town of Clarkdale*



The Clarkdale Parkway project scope of work included survey, geotechnical evaluations, environmental investigation, and engineering design services for preparing plans, specifications, and estimates for a multi-use path along the west side of Clarkdale Parkway and on-street bike lanes. The project's southern boundary starts north of SR 89A and extends northward to the northern limit at 1st Street. This project is being funded by a SMART grant, so it is contracted with ADOT and follows the ADOT design process.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: $119k | $119k

MISCELLANEOUS SURVEYS, *Town of Clarkdale*

Ardurra has completed several topographic, boundary, easement, and right-of-way surveys for the Town of Clarkdale. Surveys have been requested for several reasons, including, but not limited to, property corner confirmation, verification of improvement location with respect to property lines, easements across private property, and right-of-way staking along existing streets.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: Varies by task | Varies by task

WWTP EFFLUENT EVALUATION, *Town of Clarkdale*

Ardurra was engaged by the Town of Clarkdale to evaluate the anticipated requirements for discharging wastewater treatment plant effluent directly to Bitter Creek. Once the requirements are determined, an evaluation of the wastewater plant's water quality will be tested, and recommendations for improvements and the associated cost will be made.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: $30k | $Ongoing

WILLIAMS CITY ENGINEER, *City of Williams*



As City Engineer for the City of Williams, the team provides construction plans, subdivision preliminary and final plat plan review services, in-house design for roadways, drainage, water, and wastewater facilities, and other typical "City Engineer" services. Ardurra has served in this role since 2017. Services for Williams have been very similar to those required by Clarkdale. We have completed projects that include a new water storage tank, an 18-mile waterline replacement, master plans, grant applications, grant management, and private development review. We have also managed the evaluation of their wastewater treatment plant and potential expansion.

Project Dates (Contractual | Actual): Ongoing (since 2017) | Ongoing

Original | Actual Value: Varies by task | Varies by task

BEULAH BOULEVARD AND UNIVERSITY STREET IMPROVEMENTS, *City of Flagstaff*



Ardurra completed civil construction plans for the Beulah Boulevard Extension and University Alignment project that extends Beulah Boulevard north to Yale Street and realigns University Avenue to the west of Milton Road. The realignment of University Avenue provides a safer and more direct route for traffic flow to/from the NAU campus across Milton Road by allowing vehicles traveling on University Avenue to directly cross Milton Road rather than the two offset intersections, which require traffic to enter/exit Milton to continue in either direction on University Avenue. The extension of Beulah Boulevard provides an additional option for drivers to connect with Milton Road.

A pedestrian underpass under Milton Road is a significant component of the project. It is constructed on the north side of University Avenue and features a 10-foot-wide ADA-compliant concrete path along the Flagstaff Urban Trail System (FUTS). The underpass replaced an existing surface crosswalks across Milton Road, thereby eliminating pedestrian and bicycle conflicts with traffic on Milton Road. Significant efforts have gone into the underpass to make it feel safe by incorporating sufficient lighting and by sizing the underpass to not feel confined. In addition to the underpass, a signalized pedestrian crossing is being planned on the south end of Beulah Boulevard. The crosswalks are offset, and pedestrians will be provided refuge in a 15-foot-wide median.

A roundabout is being planned for the intersection of Beulah Blvd. and University Avenue. The roundabout will accommodate raised pedestrian and bicycle crosswalks. The project is currently designed with grade-separated 11-foot shared-use (pedestrian and bicycle) paths on both sides of the roadway. This was done as part of the City of Flagstaff's efforts to provide safe opportunities for bicycles and pedestrians by separating them from vehicular traffic. There are also pedestrian refuge islands in the medians on the east and west legs of the Milton/University intersection. The outside lanes along Beulah Blvd will be dedicated bus lanes, which Mountain Line intends to incorporate into their Bus Rapid Transportation (BRT) routes. New

water, sewer, and storm drain infrastructure is also being constructed with the roadway project. Two water and sewer main lines within the project limits are being upsized as part of this project. Stormwater runoff will be routed to two existing detention facilities: one within the Woodlands Village Apartment complex and the other on the NAU campus near the Applied Research and Development building. Both detention ponds will require modification to accommodate increased runoff from the new roadways.

The project required the team to coordinate with and submit to multiple government agencies: the City of Flagstaff, the Arizona Department of Transportation, Northern Arizona University, the Arizona Department of Environmental Quality (ADEQ), and Mountain Line. Ardurra also had to coordinate with Unisource Energy, APS, CenturyLink, and SuddenLink to incorporate new dry utilities into the project.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: $735k | $735k

CITY ENGINEER, *City of Winslow*



Currently, the team supports the City of Winslow as City Engineer, performing tasks such as plan review services for commercial development, CIP planning, review of standards and updates, public meetings and presentations to public bodies, and administration of the City's CDBG Projects and construction administration.

Project Dates (Contractual | Actual): Ongoing (since 1998) | Ongoing

Original | Actual Value: Varies by task | Varies by task

YAVAPAI COUNTY DEVELOPMENT SERVICES, *Yavapai County*

Ardurra is currently under contract with Yavapai County for ADEQ delegation authority compliance reviews for water and wastewater projects. We have been providing this service since 2003. Ardurra provided general water and wastewater system design reviews and swimming pool and specialty wastewater system reviews. To date, the team has reviewed approximately 200 sets of plans for Approval to Construct and Approval to Operate permits for the County.

Project Dates (Contractual | Actual): Ongoing (since 2005) | Ongoing

Original | Actual Value: Varies by task | Varies by task

ON-CALL ENGINEER, *City of Page*



For the City of Page, work includes plan review for commercial development, subdivisions, and capital improvement projects; in-house design of roadways and storm drainage facilities; surveying legal descriptions, survey exhibits, and plat reviews.

Project Dates (Contractual | Actual): Ongoing (since 2021) | Ongoing

Original | Actual Value: Varies by task | Varies by task

Ardurra is committed to providing creative and innovative solutions to address technical challenges. Our team is dedicated to devising practical solutions that not only meet the specific needs of the Town but also align with the principles of efficient design. Through close collaboration with clients, including the Town of Clarkdale, we actively pursue solutions that are both efficient and economical, always considering the long-term viability of each proposed solution.

RIO DE FLAG, *City of Flagstaff*



Our team was first contracted by the City of Flagstaff for this flood control project in 2004. We prepared complete plans, specifications, and cost estimates for the utility relocation effort, which included the acquisition of property rights for the construction of the Rio de Flag Flood Control project. The new drainage structure for the Rio de Flag was designed by the Army Corps of Engineers. Our responsibilities included preparing legal descriptions and exhibits for the acquisition of ROWs for the new drainage structure, and for the rerouting and reconstruction of City sewer, water, and reclaimed water lines along the three-mile alignment. The team was also responsible for coordinating rerouting and reconstruction of all Franchise Utilities within the project limits, and for designing street surface replacements at all street crossings affected by the Rio de Flag. Survey and GIS services were also performed.

In 2014, we teamed with Michael Baker for the Rio de Flag Bridge Crossing Project. Michael Baker was hired by the City of Flagstaff to study and prepare plans for new box culverts for the Rio de Flag crossings at Thorpe Road and Beale Street. The new box culverts were designed to improve the capacity under Thorpe and Beale Street, while the sewer, water, and reclaimed water lines at the crossings were re-aligned to clear the foundations. Project Manager Guillermo Cortes and the Ardurra team were responsible for preparing construction plans for realigning roadways and utilities. Both roads required lowering the water line to clear the bottom of the structures. Both roads required the Flagstaff Urban Trail System (FUTS) trails to be re-aligned to provide pedestrians and bicyclists with a safe crossing of the street. On Beale Street, the team designed a tabletop crossing that serves a dual purpose: the FUTS crossing and also provides traffic calming. Guillermo Cortes and Stephen Irwin all contributed to the success of this project.

Ardurra is finalizing design for the contributing storm drains that connect to the box culvert, design of the composite channel, and FUTS from the Frances Short Pond to Route 66 and preparing the Segment Maps and legal descriptions of the easements needed for the box construction. This past year, Ardurra has been focused on and worked closely with the Army Corps of Engineers and City of Flagstaff on the real estate efforts and finalizing easements.

Project Dates (Contractual | Actual): Ongoing (since 2023) | Ongoing

Original | Actual Value: $1M | Ongoing







5.2.3 KEY INDIVIDUAL QUALIFICATIONS AND EXPERIENCE

KEY PERSONNEL BIOS & RESUMES

> The STRENGTH of the TEAM is in EACH INDIVIDUAL team member. The STRENGTH of EACH MEMBER is in the TEAM.

Within our local staff, we intentionally duplicate capabilities and credentials. Ardurra has engaged and managed subconsultants as needed for on-call tasks. We have formed lasting relationships with environmental, geotechnical, landscape architects, and architects that can be utilized on projects This redundancy is unique in that we have both specialists and project management on staff to accommodate an expanding scope of work, add resources to our projects at critical times to ensure scheduling milestones are met, and ensure we can always respond during any interruption in the PM's schedule. Our team's resumes are included at the end of this submittal.



GUILLERMO CORTES, PE
PROJECT PRINCIPAL

Background & Qualifications: Guillermo has 30 years of experience in civil engineering, specializing in municipal, commercial, and residential development across Arizona. His background includes all aspects of civil engineering and surveying. Guillermo manages Ardurra's Flagstaff, Cottonwood, and Prescott offices and has the authority to commit the necessary resources. Guillermo was raised in Flagstaff and attended Northern Arizona University. Guillermo will support Mike and the Town as needed on projects or staffing issues. Guillermo will also serve as the Town's point of contact when Mike is not available.



MICHAEL JANES, PE
TOWN ENGINEER

Background & Qualifications: Since 2004, Mike has designed and managed water, wastewater, transportation, storm drainage, and site design projects for municipalities, commercial clients, and private developers. These improvements have included water and sewer lines, pumping facilities, treatment facilities, local and rural roads, sidewalks, storm drainage facilities, parking lots, and general site design. Mike has also responded to City/Town Engineering tasks, as needed. These tasks include grant applications and management, private development review, City/Town Council presentations, public meetings, infrastructure emergencies, agency coordination, CIP planning, mapping, master plans, and system mapping.

He also manages many projects resulting from our work as a City Engineer for the City of Williams, City of Winslow, Town of Clarkdale, Town of Springerville, and many of our on-call projects for Northern Arizona University and Camp Navajo. As a Senior Project Manager, Mike manages multi-disciplined teams of professionals and delivers quality, comprehensive projects while keeping them under budget and on schedule.



CURTIS KRAUSMAN, PE
PROJECT MANAGER

Background & Qualifications: Curtis has over 30 years of experience in civil engineering, specializing in design and construction management for transportation, water, wastewater, and stormwater projects. He has worked with federal, state, and local agencies, focusing on civil infrastructure, roads, bridges, and sewer systems. As a Senior Civil Engineer at the City of Mesa, he managed various capital improvement projects, overseeing construction and coordinating with departments to meet project criteria. A crucial part of his work included thorough QA/QC and constructability reviews before contractor bidding.



STEVE LEWIS, PE
PROJECT ENGINEER

Background & Qualifications: Steve has over 30 years of experience in civil and environmental engineering, with a focus on water, wastewater, land development, and municipal facilities. His expertise includes water systems, wastewater systems, and the development of commercial, industrial, and residential sites. Steve also specializes in municipal infrastructure design, including roadways, drainage, utility pipelines, and utility coordination. He currently manages several on-call engineering contracts and multiple design teams.



ALICIA STOFFERS, PE
PROJECT ENGINEER

Background & Qualifications: Alicia has worked for Ardurra since graduating from Northern Arizona University in 2002 with a degree in civil engineering and an emphasis in environmental engineering. She has been a key team member for our public works projects, including roadway/streetscape, water and sewer systems modeling, utility replacements, utilities coordination, as well as land development projects. Her major responsibilities include street and utility design, government approvals, construction management, and utility system modeling and analysis. She has served as Project Engineer for the Water Master Plan for the City of Williams and the Utilities Master Plan for the City of Winslow.



JAN TIJMES, EIT
PROJECT ENGINEER

Background & Qualifications: Jan specializes in designing decentralized wastewater systems crucial for sustainable urban development, especially where traditional sewer infrastructure is unfeasible. His expertise includes the design and implementation of lift stations to elevate wastewater when gravity flow is insufficient, as well as planning and executing water and sewer line extensions for municipalities. By ensuring reliable access to water services, Jan's work enhances public health, environmental protection, and community growth, all while focusing on innovation and sustainability to minimize ecological impacts.



COLIN GRIFFITH, PE
PROJECT ENGINEER

Background & Qualifications: Colin has experience providing private utility coordination and water/wastewater design for municipal roadway and utility improvement projects. His transportation projects have included identifying/resolving utility conflicts, coordinating with private/public utility owners, and designing new utility lines, as well as relocating existing facilities. He maintains excellent working relationships with Arizona utility agencies and has successfully managed several large-and small-diameter water, sewer, reclaimed, and gas line designs. Colin will work closely with the Town to coordinate private utilities, minimize conflicts with impacted facilities, and provide design services for any water-related improvements.

5.2.4 ABILITY / CAPACITY OF RESPONDENT TO SERVICE THE PROJECTS

PROCEDURES

One of Ardurra's strengths is our experience providing engineering services and consulting using contracts where tasks are developed as needed. This type of on-call service has been a specialty for this designated team for over 47 years, and we have a time-tested system in place to manage these contracts. We understand that sometimes the Town needs an immediate response from its Town Engineer, whether by phone, remote meeting, or in person. Mike Janes will be available to the Town and prides himself on being responsive. If an emergency arises and someone needs to be on-site immediately, Ardurra has three professional engineers within 4.5 miles of Clarkdale. When Mike is unavailable, the Town can reach out to Guillermo or any team member for assistance.

We are skilled and experienced at managing staff resources to accommodate our clients' on-call needs. On-call work requires a dynamic structure to take on new projects as they come up while balancing the work already underway. Our internal project management system for managing task assignments through an on-call contract is already in place. In fact, providing on-call services is a core competency of our firm. Due to the large number of on-call assignments we complete, we have configured our project management software to specifically track and provide financial reporting on many dozens of tasks originating from each on-call contract. The key points are summarized below.

- We serve as an extension of your staff, working cooperatively as part of your team to supplement your expertise and strengths.
- We offer a turn-key approach to our projects: we can help the Town staff by managing all aspects of the Tasks requested, serving as project managers as needed.
- Staffing at Ardurra is intentionally duplicated in capabilities and credentials. This redundancy is unique and helps us accommodate a diverse or expanding scope of work.
- We provide cost-effective solutions by matching the complexity of the particular task assigned to the Ardurra staff with an appropriate level of skills and experience.
- We have a great deal of experience with a wide variety of clients requesting on-call service. We learn and adapt to your workflow, processes, and procedures.
- We recognize that our job is to balance the costs, opportunities, options, and budget and present those that are in the best interest of the Town.

RESPONSE TO SCOPE OF SERVICES

- **Engineering Assistance to Town Staff and Officials.** Our services range from providing support to staff in technical matters to program management, CIP planning, engineering design, and planning and management of capital projects through design and construction. We are very flexible and comfortable in both supporting roles and management roles, depending on the expertise required.

RESPONSIVENESS	INNOVATION + COST EFFECTIVENESS	QUALITY SERVICES
"Same Day" communication via phone, email, and progress meetings. Action items are tracked to verify resolution prior to construction schedule impacts.	Ardurra's frontline professionals continually seek solutions to delivery sustainable community improvements. Our staff vetts cost effective alternatives that meet or exceed budget and schedule requirements.	Ardurra has the resources, Key Personnel, and technical understanding to complete all task assignments. This expertise results in high quality deliverables that are UNSURPASSED.

- **General Civil Engineering.** As described in our projects listing, Ardurra has completed many projects that are well aligned with the scope of services requested. We have designed all aspects of water, sewer, and stormwater systems; site designs; parking lots; roads; pedestrian facilities; structural improvements; subdivisions; commercial buildings; industrial buildings; and many other general civil engineering projects.

- **Pavement Management.** Our pavement management experience includes specific capital projects and managing pavement maintenance programs for the City of Winslow, the City of Williams, Northern Arizona University, and Camp Navajo. We have helped develop 5-year pavement maintenance plans which have included pavement rating, cost estimating, and evaluations.

CONSTRUCTION ADMINISTRATION We provide construction administration on many of our projects, including all City of Winslow projects, as well as administration of the City's CDBG Projects, providing services that are compliant with a project receiving federal dollars. We provide a full range of project and construction management services, from complete turn-key services to minimal services on an as-needed basis. Services may include pre-bid meetings, bid addenda, bid opening, bid evaluation, recommendation of award of contract, material submittal review, RFI review and responses, construction meetings, site visits, change order review, contractor payment application review, punch list, testing review, and close out.



Construction Administration: Our team handles construction administration for the City of Winslow, such as this Route 66 Pavement Maintenance project.

- **Management of Capital Projects.** Ardurra is experienced in managing minor task assignments resulting from on-call contracts to major capital infrastructure projects. We have managed many capital projects that required coordination with federal agencies, including FEMA, USFS, USACE, and FHWA. We are familiar with the procedures required for managing, reporting, and administering grant-funded projects, as several of our recent projects have received federal dollars or WIFA support. We also provide grant application support for our clients by providing technical narratives for infrastructure projects, producing exhibits, and coordinating with Agency staff.

STAFF LICENSE AND AVAILABILITY TABLE

Ardurra's proposed staff for this service category are immediately available to complete any task assigned by the Town for this contract.

KEY STAFF	Current Workload	Availability
Guillermo Cortes, PE **AZ PE #33983**	Capstone Subdivisions, Capstone Homes Northern Arizona Healthcare Flagstaff Campus, Northern Arizona Healthcare John Wesly Powell Extension, Capstone Homes	10%
Michael Janes, PE **AZ PE #49111**	Acting Town Engineer, Town of Clarkdale Acting City Engineer, City of Winslow Acting City Engineer, City of Williams Acting Town Engineer, Town of Springerville Pinewood Sanitary District Sewer Project	30%
Steve Lewis, PE **AZ PE #34589**	Clarkdale Code Update, Town of Clarkdale Wildcat Sewer Interceptor, City of Flagstaff Montezuma Creek Utility Study, Navajo Utah Commission	25%
Alicia Stoffers, PE **AZ PE #49953**	Wildcat Sewer Interceptor, City of Flagstaff Water and Sewer Impact Analysis On-Call, City of Flagstaff Pedestrian and Bicycle Improvements First Mile Last Mile, Mountain Line Transit	20%
Jan Tijmes, EIT **EIT #31251**	WM Phase II Septic Dr Daniel Bright Wastewater Horsemen Lodge Wastewater Hess Septic Mohave County Reviews	30%
Colin Griffith, PE **AZ PE #65218**	Reclaimed Waterline, Town of Clarkdale Light Rail Capital Extension, Valley Metro	30%
Curtis Krausman, PE **AZ PE #32325**	Bitter Creek Bridge, Town of Clarkdale Drought Strategy Document & Code, Town of Clarkdale On-Call Services, City of Chandler	30%

STATEMENT ON PROFESSIONAL LIABILITY INSURANCE

Ardurra is currently covered by professional liability insurance that is equal to or greater than the quality and amounts of the professional liability insurance required for this contract.

QUALITY MANAGEMENT PLAN

Ardurra maintains strict quality control and quality assurance (QC/QA) procedures that ensure the project's design is accurate to fulfill the project objectives. QC/QA is an ongoing process during the design effort and is implemented in our processes from the initial pre-design meeting to the final construction plans. To accomplish a total and consistent quality approach with all our projects, our Project Managers utilize a Quality Control program that tracks the project Goal, Purpose, Methodology, and Key Elements for Plan Checks. The following procedure is an example of our model for maintaining Quality Control on a typical project:

1. **Project Scoping and Kick-off.** Ardurra will work with the Town staff to fine-tune the project's scope. Identification of schedule, stakeholders, and reviewing agencies/departments will determine the project expectations and critical path elements of design and review.
2. **Contract Documentation Checking.** The project manager assigned to the on-call project will review all documents leaving our office for accuracy and adherence to the project scope. The following processes will be followed:
    a. **Concept Design Review.** Our experienced team of engineers will brainstorm and discuss possible alternatives together. There are always multiple ways to solve a problem, so this process during schematic design can identify potential improvements in methodology.
    b. **Submittal Reviews.** Ardurra will complete a pre-submittal review before our submittal date to the Town. A pre-submittal review can highlight design challenges early on that would have normally occurred at submittal time. The following steps are used in our pre-submittal review:
        - Check for conformance to the scope and approved design concept
        - Check to ensure the incorporation of agency and client comments
        - Check report/plan clarity, presentation, uniformity, coordination of work by other consultants, and accuracy of details
        - Check specifications and cost estimates
        - **Pre-Final Check and Review.** This step occurs prior to the formal submittal of the Pre-final construction documents. This step includes checks of all notes, dimensions, sub-consultant work, quantities, and cross-references the plans against the project specifications.
        - **Final Check.** As each section of the Construction Documents is assembled, a final check is done to ensure that any last-minute revisions and/or comments are addressed.
3. **Coordination with Franchise Utilities and other Stakeholder Agencies.** Submittals will be made early on in the project to Franchise Utility and other Stakeholder Agencies for the identification of possible conflicts and to initiate the buy-in/approval process.
4. **Communication.** Communication is the best tool available in our Quality Control Process. Communication between our PM and the Town will happen frequently and accurately. All correspondence and meetings will be properly documented so that there is a written record of the decision made for the project.

VALUE ENGINEERING CONTRIBUTIONS

Value engineering is used to solve problems and identify and eliminate unwanted costs while improving function and quality. The aim is to satisfy the product's performance requirements at the lowest possible cost. In construction, this involves considering the availability of materials, construction methods, transportation issues, and site limitations or restrictions. Value engineering is an exercise that involves most of the project team as the project

develops by selecting the most cost-effective solution. However, it is about taking a wider view and examining the selection of materials, equipment, and processes to determine if a more cost-effective solution exists that will achieve the same project objectives.

Value engineering should start at project inception, where the benefits can be most significant; however, the contractor may also make a significant contribution as long as the changes required to the contract do not affect the schedule or incur additional costs that outweigh the savings. On larger projects, our team works with some of our local contractors to verify the cost of materials or that the sequencing of the project does not add cost.

On road jobs that are typically your earthwork (excavation/embankment), pavement design alternatives, availability of materials locally, and soil characteristics. Ardurra maintains recent bid tabs from local projects, allowing us to consider material costs when making decisions on project alternatives.

Ardurra takes a collaborative approach to developing design solutions. The process typically begins with a brainstorming session during our weekly staff and project meetings to identify problems and generate possible solution alternatives. These ideas are then examined in more detail by our project engineers and managers, who will develop the best alternatives into conceptual design drawings and sketches for final evaluation. Our team can draw upon a long and broad history of northern Arizona engineering experience through our staff members throughout our multiple offices.

All of the above help to improve a project's quality while reducing costs and not sacrificing the schedule. Our team has also been involved in full VE sessions like the Rio de Flag, where the Army Corps of Engineers established a multidisciplinary team of people, and we worked under the direction of a facilitator who followed an established set of procedures to review the project, making sure the team understood requirements, and we developed a cost-effective solution over a three-day period.

On the Bitter Creek Bridge project, we recently estimated construction costs to exceed the project budget. The team re-evaluated the proposed improvements and reduced costs by over $1 million, bringing the project back within budget.

QUESTIONS FROM RFQ

Have any members of the Respondent's team had any business bankruptcies or foreclosures?

No

Have any members of the team been, or are they currently, involved in any litigation with any client or public or governmental organizations? If so, explain the circumstances, resolution, and current status.

No

Have primary members of the team been involved in any construction-related litigation with any building owners in the last five years, excluding workers' compensation claims? If so, explain the circumstances, resolution, and current status.

No

5.2.5 PROJECT UNDERSTANDING AND APPROACH

In reviewing the RSOQ, we find that our team has performed all the potentially required tasks on many occasions for our municipal clients. Our plan review services have included evaluating engineering studies, reports, and other submittal documents to ensure agency compliance.

We have provided cost estimates and feasibility reviews for capital projects for budgeting purposes, and we have attended Council retreats for project planning. Ardurra acts as an extension of the Town's staff. We build lasting relationships with all Town departments and work with each group that requires an engineer. We consistently look for opportunities to improve the town's infrastructure and, through our involvement with several other cities/towns and agencies, seek ways to help fund Town projects.

Development reviews are a recurring part of our Town Engineer assignments for subdivision and commercial master plans, re-zonings, general plan compliance, improvement districts, and other related planning tasks. We were also assigned in-house design tasks for surveys, traffic studies, drainage studies, and capital projects as funds become available, and the communities' needs evolve. Prioritizing projects is an additional task we provide based on the community's actual needs rather than the wants of various stakeholders and special interest groups.

All of our plan reviews are provided in letter format, documenting the submittal items and dates, references to the checklist, and conformance with design standards, regulatory agency requirements, generally good engineering practice, drainage, traffic, floodplain regulations, and other agency requirements.

DESIGN PHILOSOPHY AND GENERAL APPROACH

At Ardurra, we measure our success by the quality of our services and the satisfaction of our clients. We tailor each assigned task to the project or requested service. Frequent communication with the client is essential for meeting project objectives. A typical approach would include a Project Manager riding around with staff during visits to the community to identify problem areas and discuss solutions with them in the field, meet and hear concerns from the residents, meet with developers to discuss their site issues, and provide recommendations to staff for any concerns that they have. This has proven beneficial over the years in helping prioritize projects and see firsthand the community's challenges.

Our Engineers produce a final product that complies with all applicable standards and specifications. This requires familiarity with the latest statutory requirements and awareness of the latest regulations issued by the various agencies with jurisdiction. At Ardurra, we stay current with all applicable codes under which we practice, including but not limited to AASHTO, ADA, ADEQ, ADOT, MAG, YAG, MUTCD, and City/Town codes. We ensure absolute conformity to current standards, governing agencies, and most importantly, to your specifications.

The following philosophy and general approach are provided in regard to the tasks that could be assigned to us for on-call services:

- Obtain your understanding of the project and create a task list based on this understanding and our initial input.
- Facilitate obtaining input from all affected stakeholders or their designated representatives.
- Collect base information, including field surveys, as-built plans for existing infrastructure, utility information, regulatory agency requirements, checklists, submitted documents, staff reports, P&Z and Council minutes, and other relevant task information.
- For assigned design projects, we would prepare a Basis of Design Report that details the standards and specifications that will govern the design and provide a clear description of Ardurra's exact scope of services. Before proceeding with the design of the improvements, we would receive your written acceptance of BODR prior to moving forward.
- Assemble Concept Design drawings based on the BODR scope to a 30% level of detail. Review Concept Design drawings with the client before moving forward.
- Assemble 60%, 90% and 100% design drawings and specifications based on approvals for each level of submittal, including agency reviews.

PLAN REVIEWS

Ardurra's plan review process for our agency clients is thorough and comprehensive. All submittals are reviewed to a consistent standard of care and relate directly to the specific agency requirements. Using checklists, either agency-provided or developed in-house, ensures that a consistent, unambiguous, and equitably applied review is provided to the Town and the applicants.

The following information reflects the quality that goes into our reviews:

- We have never had a complaint regarding preferential treatment in our reviews by one applicant over another.
- We have never had our comments challenged by the applicants or their engineers.
- Our clients have never had to correct our written reviews or have us issue any statements of retraction for errors or contradictions.
- We are diplomatic in our review comments, always intending to provide positive recommendations, not derogatory or demeaning statements.

Our reviews always include a letter with our comments, which serves to document the issues of concern, provide a record of the submittals, follow the checklist items, and is used as a reference for subsequent reviews. The Town typically provides the applicant with our written comments to be addressed, and we have rarely had to attend Council/P&Z meetings. The staff, engineers, and developers appreciate receiving our comments promptly, typically before the development review team meetings.

- We understand our role as a reviewing engineer.
- We don't try to design the projects, we don't make deals on behalf of the community, and we remain independent of the local politics. This is a significant issue that allows us to be the Town's impartial representative.

The Town of Clarkdale will benefit from the depth of our reviews. No inexperienced engineers or surveyors will be assigned to Town projects for training at your expense.

We believe professional work should be reviewed by professionals.

IN-HOUSE DESIGN

Our plans are consistent across offices, from the front covers to the final SWPPP sheets. We have standard general notes that conform to the appropriate agency requirements, our Construction notes are tried and true, addenda for plan clarifications are rarely required, and our standard specifications have held up to scrutiny over the years. We follow the basic 30-60-90-100% submittal process unless a fast track is requested and warranted. We can also develop "good enough" plans for in-house construction as needed. Our Project Managers have also been known to go out with a hand level and direct the construction of small projects with Town staff.

CONSTRUCTION PHASE SERVICES

We can administer public bid projects from the project bid to close out. We can provide management of the record plan holders lists, distribution of plans to plan rooms and contractors, conduct pre-bid meetings, attend bid openings, and prepare the record bid tabulations and recommendations of awards. During construction, we provide inspections, QA/QC coordination with geotechnical firms, construction staking, conduct progress meetings, prepare minutes of all meetings, and photo-document our inspections, review payment applications and overall quality of the work, prepare as-built plans, and provide the final agency certifications as necessary.

We are consistent in our approach to construction management and inspections. This provides potential bidders with a known entity in preparing their bids. Our design engineers and senior staff are also inspectors. This not only helps in the design and construction but also allows them to improve the constructability of our plans by observing the latest construction techniques in the field. Contractors are not treated preferentially, and construction standards are adhered to.

SOUND ENGINEERING SOLUTIONS

Ardurra provides design solutions based on agency standards and requirements, the physical constraints of the project environment, the aesthetics of the location, and the concerns of the affected stakeholders in the projects. The extensive experience of our project managers and engineers allows us to provide creative solutions where warranted. Ardurra believes that listening is our most important asset when planning your projects.

With the depth of experience provided by our staff, many options can be considered quickly. All major decisions are discussed with the Town, and care is taken in not making hasty decisions or recommendations. Ardurra is always open to the opinions and experiences of our clients and believes that success is achieved and innovative solutions developed through a collective discussion on project issues. Collecting the necessary information and weighing the options before presenting alternatives is vital for sound engineering recommendations. An open discussion with Town Staff and the appropriate Council Members will typically lead to consensus. Additionally, our "brutally honest" approach to the project budgets and schedules will significantly impact the final recommended solutions.

PROBLEM RESOLUTION

Problems occasionally do present themselves. Open and early communication is typically the best solution to address problems of any nature. It is always better to reach a decision or agreement at the lowest point in the organizational chart where possible; if not, the resolution will, by necessity, move up through the organization on both sides of the discussion until it is finally agreed to. Good plans and specifications typically head off most construction-related disagreements and problems. We pride ourselves on the infrequent nature of having to deal with construction-related problems. Again, early identification of problems and quick resolution will keep things from escalating into positions taken on both sides that are hard to withdraw from.

The adage that you can't please everyone is especially true regarding municipal projects. Special interest groups will have agendas and preconceived opinions of just how good or bad a project is. We try to address not only the vocalized opinions but also try to find the sometimes "hidden agendas" that can affect a project's outcome.

Public meetings and open houses can provide the opportunity to express their concerns or support for Town projects and allow the community to meet with us and see that we have their best interests in mind.

ON-SITE/RESPONSE TIME

Ardurra's Cottonwood office has identified our travel time as 10 minutes for meetings and other site visit requirements listed in the RSOQ. We will be accessible to you during design and construction. Just like you, we want the Town to thrive and look forward to continuing to work with you on positive community improvements.

Over the past 32 years, we have continuously proven that it is our protocol to always respond quickly to our Town project managers, especially when a project is under construction. This practice is vital to our core as a company. Our team will be available to meet face-to-face regularly and on short notice, at Town offices or on-site, during both the design and construction phases. We will work diligently to resolve concerns and accommodate unforeseen issues in the field without delay.

SCHEDULE MANAGEMENT

Our Team will manage workloads using Deltek. This program allows our staff to manage multiple projects and tasks. Ardurra manages long-duration projects the same way we manage those of a shorter duration, and staff assignments typically do not change on longer-duration projects. Staff resources are always assigned at utilization rates less than 100%, and task schedules are "buffered" to allow some flexibility in staff resource allocation. This standard practice is particularly beneficial for servicing On-Call contract task orders, which often come with short notice.

We greatly appreciate the opportunity to present our qualifications and look forward to continuing the same great working relationship that we have established with numerous communities throughout northern Arizona.

5.2.6 CLIENT REFERENCES

LOU ANDERSEN, TOWN MANAGER, TOWN OF CLARKDALE

928.639.2525

Role on referenced projects: Current Town Manager, Former Public Works Director

SCOTT ELLIS, COMMUNITY DEVELOPMENT DIRECTOR, TOWN OF CLARKDALE

928.639.2505

Role on referenced projects: Current Community Development Director.

ROGER MCCORMICK, PUBLIC WORKS DIRECTOR, YAVAPAI COUNTY

928.771.3183

Role on referenced projects: Road and Right of Way Director for areas adjacent to Town limits.

LYNN WHITMAN, DIRECTOR OF YAVAPAI COUNTY FLOOD CONTROL DISTRICT, YAVAPAI COUNTY

928.773.3197

Role on referenced projects: Yavapai County Floodplain Administrator.

DAWN CAPOTOSTI, ENVIRONMENTAL SERVICES DIVISION MANAGER, YAVAPAI COUNTY

928.639.8151

Role on referenced projects: Water and sewer permitting for Yavapai County Development Services projects.

TIM PETTIT, CITY MANAGER, CITY OF WILLIAMS

928.635.4451

Role on referenced projects: City Manager on Williams City Engineer contract.

DAVID COOLIDGE, CITY MANAGER, CITY OF WINSLOW

928.587.8096

Role on referenced projects: City Manager on Winslow City Engineer contract and [role] on FEMA Physical Map Revision project.

TIM WESTOVER, PUBLIC WORKS DIRECTOR, CITY OF PAGE

928.645.4302

Role on referenced projects: Public Works Director on Page On-Call Engineer contract.

BRETT SLAVENS, BUILDING AND SAFETY, CITY OF PAGE

928.645.4265

Role on referenced projects: Building and Safety for Page On-Call Engineer contract.

CHRISTINE CAMERON, CITY OF FLAGSTAFF CAPITAL IMPROVEMENTS ENGINEER, CITY OF FLAGSTAFF

928.213.2682

Role on reference projects: Project Manager for the Rio de Flag project.

DAVID PEDERSEN, PROJECT MANAGER, CITY OF FLAGSTAFF

928.213.2677

Role on reference projects: Project Manager for Beulah Blvd and University St. Improvements projects.

ADDITIONAL REFERENCES

MIRANDA FISHER, TOWN MANAGER, TOWN OF CAMP VERDE

928.554.0050

Role on referenced projects: Past Town Manager for the Town of Clarkdale.

BRUCE CONNELLY, TOWN ENGINEER, TOWN OF CAMP VERDE
928.554.0826
Role on referenced projects: Project Manager for the Town of Camp Verde.

JAMES BRAMBLE, PROJECT ENGINEER, CITY OF COTTONWOOD
928.340.2770
Role on referenced projects: Current City of Cottonwood Plan Review Engineer.

JOE DUFFY, ADMINISTRATIVE SERVICES DIRECTOR, TOWN OF CHINO VALLEY
928-636-2646
Role on referenced projects: Head of Finance Department, Contracts and Procurement

5.3 RESPONSE SECTION (ATTACHMENT B)

Attachment B can be found in the Appendix.

5.4 FEES AND PRICING

N/A

5.5 PROPRIETARY INFORMATION

None

APPENDIX
ATTACHMENT B
RESUMES

ATTACHMENT B

RESPONSE SECTION

TOWN OF CLARKDALE
TOWN ENGINEER SERVICES
RFQ #26-PW-02

1. Respondent Information:

Firm Name: Ardurra Group, Inc.

Contact Name: Guillermo Cortes, PE

Principal Address: 1801 W. Route 66, Suite 117, Flagstaff, AZ 86001

Phone: 925.774.4636 Fax: N/A

E-Mail: gcortes@ardurra.com

Local Address: 1801 W. Route 66, Suite 117, Flagstaff, AZ 86001

Type of Organization: Corporation

Tax ID #: 59-1782900 License #: 23975-2 (AZBTOR) Flagstaff Office

2. Disclosure of Debarment Information (§4.5.5 Disclosure): N/A

3. Receipt of Addenda:

Respondent acknowledges receipt of the following Solicitation Addendum(s):

Addendum No.	Date
1	06/09/2026

4. Intent to be Bound by Response: _____

(Signature of Individual Authorized to Sign Response)

Guillermo Cortes, PE, Northern Arizona Group Manager

(Printed Name of Individual Authorized to Sign Response)

TO THE TOWN OF CLARKDALE:

Ardurra Group, Inc. declares an interest in being selected to perform the services described in RFQ #26-PW-02, and affirms that the following Addenda have been received and that the information contained in the addenda has been incorporated in formulating its Statement of Qualifications.

Ardurra Group, Inc.
Company Name

1801 W. Route 66, Suite 117
Address

Flagstaff AZ 86001
Town State Zip

Signature of Person Authorized to Sign

Guillermo Cortes, PE
Printed Name

Northern Arizona Group Manager
Title

Name: Guillermo Cortes, PE

Phone: 928.774.4636

Fax: N/A

Email: gcortes@ardurra.com

ATTACHMENT C

DISCLOSURE OF RESPONSIBILITY STATEMENT

A. List any convictions of any person, subsidiary, or affiliate of the company, arising out of obtaining, or attempting to obtain a public or private contract or subcontract, or in the performance of such contract or subcontract.

N/A

B. List any convictions of any person, subsidiary, or affiliate of this company for offenses such as embezzlement, theft, fraudulent schemes, etc. or any other offenses indicating a lack of business integrity or business honesty, which affects the responsibility of the contractor.

N/A

C. List any convictions or civil judgments under state or federal antitrust statutes.

N/A

D. List any violations of contract provisions such as failing to perform (without good cause), or unsatisfactory performance, in accordance with the specifications of a contract.

N/A

E. List any prior suspensions or debarments by any governmental agency.

N/A

F. List any contracts not completed on time.

Ardurra has rarely had contracts that were not completed within the proposed timeframe due to unforeseen circumstances, owner-initiated changes, or other causes beyond Ardurra's control.

G. List any penalties imposed for time delays and/or quality of materials and workmanship.

Ardurra has not been penalized for time delays or quality of work.

H. List any documented violations of federal or state labor laws, regulations, or standards, occupational safety and health rules.

N/A

I, Guillermo Cortes, PE, as Northern Arizona Group Manager
Name of individual — Title & Authority

of Ardurra Group, Inc., declare under oath that the above statements,
Company Name

Including any supplemental responses attached hereto, are true. By: _____
(Signature of Individual/Representative)

STATE OF: Arizona)
) ss.
COUNTY OF: Coconino)

On this the 25 day of June, 2026, before me, the undersigned NOTARY PUBLIC, personally appeared Guillermo Cortes, PE, who acknowledged to me that they executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF I hereunto set my hand and official seal.

TWYLA M PHIPPS
Notary Public - Arizona
Coconino County
Commission # 681087
My Comm. Expires Jan 11, 2030

SEAL

Twyla M Phipps
NOTARY PUBLIC

My Commission Expires: Jan 11 2030

ATTACHMENT D
NON-COLLUSION AFFIDAVIT

STATE OF: Arizona)
) ss
TOWN OF: Flagstaff)

Ardurra Group, Inc., Guillermo Cortes, PE,
(Name of Company, Representative)
being first duly sworn, deposes and says:

That she/he is Northern Arizona Group Manager of Ardurra Group, Inc.
(Title) (Name of Company)
and

That pursuant to and ARS 34-253, he/she certifies as follows: That neither he/she nor anyone associated with the said

Ardurra Group, Inc
(Name of Company)

has, directly or indirectly entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding for the SOQ for the Town of Clarkdale Town Engineer Services.

This SOQ is genuine and not made in the interest of or on behalf of any undisclosed firm or corporations and is not submitted to conform to any agreement or rules of any group, association, organization or corporation. Bidder has not submitted a false SOQ or solicited whether directly or indirectly with any other Bidder to submit a false SOQ which would give one particular SOQ any advantage over others or the owner.

By: _____
(Signature of Individual/Representative)

STATE OF: Arizona)
) ss.
COUNTY OF: Coconino)

On this the 25 day of June, 2026, before me, the undersigned NOTARY PUBLIC, personally appeared Guillermo Cortes, PE, who acknowledged to me that they executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF I hereunto set my hand and official seal.

TWYLA M PHIPPS
Notary Public - Arizona
Coconino County
Commission # 691087
My Comm. Expires Jan 11, 2030

_____
NOTARY PUBLIC

SEAL

ATTACHMENT E

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND INELIGIBILITY

Pursuant to 2 C.F.R. Part 180 and 2 C.F.R. § 200.213, and as a condition of eligibility for award under this solicitation:

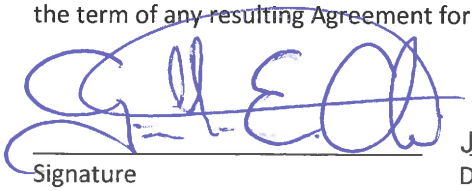
The undersigned, on behalf of the Respondent identified below, certifies that, to the best of its knowledge and belief, neither the Respondent nor any of its principals — including its officers, directors, owners, partners, and persons having primary management or supervisory responsibilities — is presently:

- debarred, suspended, or proposed for debarment;
- declared ineligible for award of contracts by any federal agency;
- voluntarily excluded from covered transactions; or
- convicted of or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public contract; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

Respondent further certifies that it will not knowingly enter into any subcontract with a person or entity that is debarred, suspended, proposed for debarment, or otherwise ineligible for award under federal procurement requirements.

Respondent understands that this certification is a material representation of fact upon which reliance is placed when this solicitation is evaluated. A false certification may subject the Respondent to criminal prosecution, civil liability, and debarment or suspension from future federal and Town procurements.

Respondent acknowledges that the Town will verify eligibility in the System for Award Management (SAM.gov) prior to award of any federally funded task order, and that Respondent's SAM.gov registration must remain current throughout the term of any resulting Agreement for federally funded work.



Signature

June 29, 2026
Date

Guillermo Cortes, PE, Northern Arizona Group Manager
Printed Name and Title

Ardurra Group, Inc.
Firm Name

GUILLERMO CORTES, PE |

PROJECT PRINCIPAL



YRS OF EXPERIENCE (FIRM | TOTAL)

30 | 30

REGISTRATION(S)

Professional Engineer AZ #33983

EDUCATION

BS, Civil Engineering, Northern Arizonaa University

ASSOCIATIONS

American Society of Civil Engineers

American Public Works Association

Greater Flagstaff Chamber of Commerce

Northern Arizona Builders Association

Lumberjack Athletic Association

PROFILE SUMMARY

Guillermo has 30 years of experience in civil engineering, specializing in municipal, commercial, and residential developments across the state of Arizona. His background includes all aspects of civil engineering and surveying. Guillermo manages Ardurra's Flagstaff office and has the authority to commit the necessary resources. Guillermo also can assist employees and the Town when high level issues may arise with the Town and on projects.

PROFESSIONAL EXPERIENCE

City of Flagstaff, Rio de Flag Flood Control Project, Flagstaff, AZ. The Rio de Flag Flood Control Project is an ongoing, $54 million project by the U.S. Army Corps of Engineers (USACE). Ardurra was first contracted with the City of Flagstaff for this project in 2004, at which time Guillermo served as the Project Manager. For this project, Ardurra is preparing complete plans, specifications, and cost estimates for the utility relocation effort, including the acquisition of property rights for the construction of the USACE-designed drainage structure. Ardurra's responsibilities include preparation of legal descriptions and exhibits for the acquisition of rights-of-way, and the rerouting and reconstruction of City sewer, water, and reclaimed water lines along the three-mile alignment - a portion of which lies under the proposed site for the Lone Tree Overpass. Ardurra is also responsible for designing street surface replacements at all street crossings affected by the Rio de Flag.

City of Flagstaff, Aztec Street Improvements, Flagstaff, AZ. Guillermo served as the Project Principal for a road repair and utility replacement project near downtown Flagstaff. Ardurra's team provided a topographic survey of utilities, construction plans, and construction observation for the City of Flagstaff. The scope of work included water main replacements, meter and service line replacements, sewer line replacement, and mill, overlay, and full-depth replacement of the street. Guillermo was responsible for overseeing the design team and coordinating with the project's stakeholders.

Northern Arizona University Traffic Improvements, Flagstaff, AZ. Ardurra was contracted to provide a traffic analysis and construction documents for 12 separate traffic improvement projects (pedestrian, bicycle, and vehicular) at various locations throughout the NAU campus in Flagstaff, Arizona. The scope of work includes pedestrian and bicycle safety analysis, intersection capacity analysis, signage and striping, and traffic signal analysis. Each site included a site visit, alternatives analysis, design narrative, and construction plans of the recommended improvement. Guillermo served as the Project Principal and provided technical oversight for Ardurra's design team.

Village of Oak Creek, Jacks Canyon Road, Village of Oak Creek, AZ. Guillermo served as the Project Manager for the reconstruction of approximately 5,000 linear feet of road at Jack's Canyon Road in the Village of Oak Creek. Prior to design, Ardurra performed a traffic analysis to forecast future traffic and identified the need for additional traffic lanes. Three public meetings were held in the Village of Oak Creek to keep the public informed about the project schedule and recommendations found through our TIA. In addition to the TIA, Ardurra provided surveying and engineering of the roadway; new curb and gutter; utilities; and improvements to the drainage infrastructure.

City of Flagstaff, Rio de Flag Bridge Crossing, Flagstaff, AZ. Ardurra teamed with Michael Baker for the Rio de Flag Bridge Crossing Project, who was hired by the City of Flagstaff to study and prepare plans for new box culverts for the Rio de Flag crossings at the Thorpe Road and Beale Street. The new box culverts were designed to improve the capacity under Thorpe and Beale Street, while the sewer, water, and reclaimed water lines at the crossings were realigned to clear the foundations. Guillermo and the Ardurra team were responsible for the preparation of construction plans for realignments of the roadways and utilities. Both roads required the water line to be lowered to clear the bottom of the structures. Thorpe Road had a 20-inch reclaimed water line within the right-of-way that needed both horizontal and vertical realignment. Due to the height of the new box culverts, the road profiles needed to be adjusted. The road profiles have been raised to meet the top of the box culvert and redesigned to match the existing grade in both directions. Both roads required the FUTS trails to be realigned to provide pedestrians and bicycles a safe crossing of the street. On Beale Street, Ardurra designed a tabletop crossing which serves a dual purpose: the FUTS crossing and to provide traffic calming.

City of Sedona, Soldiers Pass Traffic Study, Sedona, AZ. Guillermo served as the Project Manager for a traffic study of SR-89A in Sedona, Arizona. His role included assisting with concept development of engineering alternatives and recommending the alternatives through the public process. Additionally, Guillermo was directly responsible for identifying the right-of-way and utility impacts on the alternatives, along with developing cost estimates.

Coconino County, Coconino Humphreys Street Improvements, Flagstaff, AZ. Guillermo served as the Project Principal for the water, sewer and street improvements to four streets within the City of Flagstaff. The goals of the project were to improve deteriorated portions of the roadway, bring the intersections and sidewalks up to ADA standards, and improve drainage. Ardurra was contracted by the City of Flagstaff to prepare plans, specifications, and cost estimates for all improvements. Guillermo was responsible for overseeing the Ardurra design team and coordinating with the project's stakeholders. In addition, Guillermo worked closely with the geotechnical engineer for pavement alternatives.

City of Sedona, Traffic Calming Study, Sedona, AZ. Guillermo served as the Project Manager responsible for an evaluation of traffic calming solutions for the Thunder Mountain/Sanborn Road corridor in Sedona, Arizona. This evaluation was initiated because of increased traffic volumes, excessive vehicular speeds, and unsafe pedestrian and bicycle conditions along the corridor. Guillermo led a focus group of City Staff and citizens and ultimately presented the conclusions and recommendations to the City Council.

City of Flagstaff, Butler Avenue Corridor Study, Flagstaff, AZ. Guillermo served as the Project Principal to aid the City of Flagstaff in evaluating Butler Avenue between Sinagua Heights and Little America, near I-40 in Flagstaff, Arizona. Ardurra's evaluation included working with the City Traffic Engineering department, Planning department, and Flagstaff Urban Trail System to create a cross-section that accommodated all types of users. The analysis evaluated access management, medians, traffic analysis, future trips, intersection alternatives, and right-of-way.

City of Flagstaff, Clay Avenue Detention Basin, Flagstaff, AZ. Ardurra performed the boundary survey for the City of Flagstaff parcel identified by the U.S. Army Corps of Engineers for the Clay Avenue Detention basin. The boundary survey was performed to ensure the detention basin project limits were clear of the BNSF railroad track slope prism prior to construction.

MICHAEL JANES, PE | TOWN ENGINEER



YRS OF EXPERIENCE (FIRM | TOTAL)

9 | 22

REGISTRATION(S)

Professional Engineer AZ #49111

EDUCATION

BS, Civil Engineering, Northern Arizona University

ASSOCIATIONS

American Public Works Association

PROFILE SUMMARY

Since 2004, Mike has designed and managed water, wastewater, transportation, storm drainage, and site design projects for municipalities, commercial clients, and private developers. These improvements have included water and sewer lines, pumping facilities, treatment facilities, local and rural roads, sidewalks, storm drainage facilities, parking lots, and general site design.

He also manages many projects resulting from our work as a City Engineer for the City of Williams, City of Winslow, Town of Clarkdale, and many of our on-call projects for Northern Arizona University and Camp Navajo. As a Senior Project Manager, Mike manages multi-disciplined teams of professionals and delivers quality, comprehensive projects while keeping them under budget and on schedule.

PROFESSIONAL EXPERIENCE

Town of Clarkdale, Town Engineer, Clarkdale, AZ. Town Engineer. Ardurra has served as the Town Engineer for Clarkdale for the last three years. During our time as Town Engineer, we have assisted the Town with multiple engineering tasks and services. Our services range from large design and planning projects to grant and funding assistance. We have also provided the Town with brief on-site engineering assistance and recommendations for minor issues brought to their attention by the community.

Town of Clarkdale, 3rd North Sewer, Clarkdale, AZ. Project Manager. The 3rd Street North Sewer project consists of replacing 1700 LF of 8" Sewer mains to eliminate conflicts with residences constructed over an existing sewer line and the overall need for replacement. Important aspects of the project also included relocating the water main to allow for the sewer installation and working with property owners to route existing sewer services to the new sewer line.

Town of Clarkdale, Water and Sewer Master Plan, Clarkdale, AZ. Project Manager. This project consists of reviewing the town's current water and wastewater systems, including water treatment and distribution, and wastewater collection and treatment, to identify the town's full build-out demands for water and sewer. Ardurra will identify immediate and long-term needs and associated costs with those projects as part of the analysis.

Town of Clarkdale, Selna Mongini Park, Clarkdale, AZ. Project Manager. Ardurra provided surveying, design, construction staking, and construction administration services for this project. Ardurra's design included grading, drainage, utilities, and hardscape design for a new Town Park. During construction, Ardurra provided contractor payment application reviews, material submittal reviews, RFI responses, site visits, and general construction observation.

Town of Clarkdale, Bitter Creek Bridge, Clarkdale, AZ. Project Manager. Ardurra was engaged by the Town to produce plans, bid documents, and cost estimates for the Bitter Creek Bridge Project. This project consists of the addition of a new bridge to the northwest of the existing Bitter Creek Bridge and converting the existing bridge into a pedestrian bridge.

Town of Clarkdale, 89A Water Campus, Clarkdale, AZ. Project Manager. The 89A water campus includes a new water storage tank, well, arsenic treatment plant, truck fill, site grading, site piping, and booster pump station. Ardurra's scope includes project management, design plans, well drilling coordination, bid documents, design reports, cost estimating, and permitting. Through subconsultants, Ardurra has also provided geotechnical investigation, electrical engineering, environmental clearances, and hydrogeological services.

Town of Clarkdale, Broadway Road Drainage, Clarkdale, AZ. Project Manager. The Broadway Road Drainage project is a project to mitigate localized drainage ponding at the intersection of the Elks Lodge driveway and Broadway Road. Ardurra completed a topographic survey and basemap, drainage assessment and memo, and improvement plans for the project.

Town of Clarkdale, Private Development Review, Clarkdale, AZ. Project Manager. Ardurra currently provides private development review for the Town of Clarkdale. Development review includes civil, electrical, and structural reviews as requested by the Town. In the last three years, Ardurra has provided reviews on the Taawaki Inn, Black Hilles West Subdivision, Mongini Tuzigoot Roadway, APS Clarkdale Substation, The Highlands at Clarkdale, Plateau, Newstand, and the Venus Tree/Drake's Building.

Town of Clarkdale, Reclaimed Waterline, Clarkdale, AZ. Project Manager. The Clarkdale Reclaimed Waterline project is to design a reclaimed waterline from the VRIC Booster Pump Station to Selna-Mongini Park, Main Street Park, and the cemetery. Improvements will include a new VRIC Booster Pump Station, reclaimed water fire hydrants, park irrigation connections, and surface improvements. The design will be coordinated with the Bitter Creek Bridge project, which will provide a sleeve for the new reclaimed water line.

Town of Clarkdale, EV Charging Station, Clarkdale, AZ. Project Manager. Ardurra provided design plans for installing a new EV Charging Station for police vehicles at the Clarkdale Police Department Building. The design utilizes existing infrastructure and minimizes improvement costs by routing conduit in landscaped areas.



YRS OF EXPERIENCE (FIRM | TOTAL)

2 | 30

REGISTRATION(S)

Professional Engineer AZ #32325

EDUCATION

MS, Fundamental Math, Ball State University

MS, Civil Engineering, University of Arizona

BS, Civil Engineering, University of Arizona

CURTIS KRAUSMAN, PE |

PROJECT MANAGER

PROFILE SUMMARY

Curtis has over 30 years of civil engineering experience providing design and construction management services. His experience includes a wide range of transportation, water, wastewater, storm water collection and conveyance infrastructure projects. Curtis's expertise includes federal, state, and local agency design, coordination, and construction management services in the areas of civil infrastructure, transportation, roads, bridges, pavement, water, and sewer systems. His experience includes serving as a Senior Civil Engineer at the City of Mesa, where he was responsible for various capital improvement projects ranging from building renovations to improvements within right-of-ways. For each project, he was responsible for the approval and permitting of construction documents, overseeing the construction of the project, and coordinating with departments to ensure the project was developed within appropriate criteria. A main feature in achieving these goals required plans to undergo a thorough QA/QC review and constructability review prior to being bid out to the contractor.

PROFESSIONAL EXPERIENCE

Town of Clarkdale, Bitter Creek DCR and Bitter Creek Bridge, Clarkdale, AZ. Project manager responsible for the Design Concept Report (DCR) and design of a new two-directional bridge to add to the town over Bitter Creek. The existing Bitter Creek Bridge is a historic bridge with a limited load rating. Higher loads need permits from ADOT, and low speeds to cross the bridge. In addition, this bridge is a one-lane bridge and brings traffic to the Verde Canyon Railroad and additional properties that have the potential to be developed. The new bridge will provide one lane of traffic in each direction, utilize the historic bridge for pedestrian use, and include lighting along the bridge as well as utility conduits for future growth in the area. The DCR addressed the type of bridge, a preliminary cost of the project, and presented a preliminary set of plans (15% level). A town council has confirmed moving forward with design, and Ardurra is currently completing the 90% plans for design. The plans are anticipated to be bid out in July 2026 and construction to begin in Spring 2026.

EXHIBIT B

COST PROPOSAL



Company

Town of Clarkdale
2026 FEE SCHEDULE

Fees for services provided will be based on the following rates:

Principal	$ 260 per hour
Assoc. Principal	$ 245 per hour
Dept. Mgr/Sr. PM	$ 225 per hour
Project Manager	$ 208 per hour
Professional Engineer/Surveyor	$ 185 per hour
Sr. Designer/Sr. Crew Chief	$ 168 per hour
Designer/Sr. Tech/Planner	$ 145 per hour
Engineer/Surveyor (IT)	$ 145 per hour
Technician/Administrative	$ 110 per hour
Clerical/Intern	$ 93 per hour
2 Person Survey Crew	$ 243 per hour
1 Person Survey Crew	$ 173 per hour
Mileage	Current government rate

Direct expenses including but not limited to; meals and lodging, expedited shipping, printing, copying, submittal, review and permitting fees and title reports, and subconsultants will be billed with a 15% markup and are not included in our lump sum or hourly fees unless the contract specifically states that they are included. Hourly Rates for any staff position not listed are available upon request.

Work required by clients outside of normal business hours will be charged at 1.5 times our regular rates. Expert witness and other services related to litigation or arbitration including preparation and on-call time will be charged at 1.5 times our regular rates.

This fee schedule is subject to annual increases as negotiated between the client and Ardurra.