



**NOTICE OF A REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE
MONDAY, AUGUST 22, 2022 AT 3:00 PM**

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

Join Zoom Meeting

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

Meeting ID: 862 1784 7662

Passcode: 778080

One tap mobile

PURSUANT TO A.R.S. §38-431.02, NOTICE IS HEREBY GIVEN to the members of the Common Council of the Town of Clarkdale and to the general public that the Town of Clarkdale Town Council will hold a Regular Meeting open to the public on Monday, August 22, 2022, at 3:00 PM in a hybrid meeting via Zoom Video Conference or in person at 19 N. Ninth Street, Clarkdale, Arizona, Clark Memorial Clubhouse, Men's Lounge. Members of the Clarkdale Common Council will attend either in person or by telephone, video or internet conferencing. Pursuant to A.R.S. §38-431.03, the Council may vote to recess the meeting and move into Executive Session on any item, which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda.

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

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

1. CALL TO ORDER

2. PUBLIC COMMENT

The Town Council invites the public to provide comments at this time. Members of the Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01 (G), 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 Commission Liaison during the meeting. Each Speaker is asked to limit their comments to five minutes.

3. REPORTS

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

- Building Permit Report
- Magistrate Court Report
- Water and Wastewater Report
- Police Department Report
- CAT/LYNX Transit Report
- Verde Valley Humane Society
- Special Event Liquor License Recommendation

4. CONSENT AGENDA

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

A. Approval of Minutes of the Common Council

Consider and act upon the draft minutes from the Town Council meeting held on Aug. 9, 2022.

B. Town Manager's Evaluation - Letter of Findings

Consider and act upon the Letter of Findings from the Town Manager's Performance Evaluation conducted on Aug. 9, 2022.

C. Resolution #1674 - Verde River @ Clarkdale Blue Trail Designation

Consider and act upon approving Resolution #1674, designating the Verde River @ Clarkdale as an official Blue Trail.

5. NEW BUSINESS

A. RESOLUTION #1675 - ADOPTING THE OFFICIAL CANVASS OF THE AUG. 2, 2022 PRIMARY ELECTION

Discussion and possible action to approve Resolution #1675, adopting the official canvass for the Aug. 2, 2022 primary election.

6. POSSIBLE VOTE TO ENTER EXECUTIVE SESSION – The Council may vote to discuss the following matters in executive session pursuant to A.R.S. § 38-431.03(A)(1) – Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting; and/or pursuant to A.R.S. § 38-431.03(A)(3) for discussion or consultation for legal advice with the Town Attorney or attorneys of the public body and/or Ariz. Rev. Stat. § 38-431.03(A)(4) for discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated

litigation or in settlement discussions conducted in order to avoid or resolve litigation and/or Ariz. Rev. Stat. § 38-431.03(A)(7) for discussion or consultation with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property:

A. Resignation of Andy Jolley as Town Prosecutor

Discussion regarding the resignation of Town Prosecutor, Andy Jolley.

B. Appointment of new Town Prosecutor

Discussion regarding the appointment of a new Town Prosecutor.

C. SBA Communications

Discussion regarding SBA Communications Cell Tower Land Easement - 45 years.

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

A. SBA Communications

Discussion and possible action regarding the SBA Communications Cell Tower Land Easement - 45 years.

B. Acceptance of resignation of Town Prosecutor.

Discussion and possible action regarding the resignation of Andy Jolley as Town Prosecutor.

C. Appointment of new Town Prosecutor.

Discussion and possible action regarding the appointment of a new Town Prosecutor.

8. FUTURE AGENDA ITEMS

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

9. ADJOURNMENT

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

CDD History Transaction Report: JULY

Permit Type	Current Month Numbers	Current Month Posted Fees	FY Numbers	FY July - June 2021-2022 Posted Fees	FY Numbers	FY July - June 2022-2023 Fees to date	Open Numbers	Open Project Report Balance
Building Permits & DRB, Zoning etc.	23	\$ 7,292.30	395	\$ 324,047.70	23	\$ 7,292.30	388	\$ 36,760.70
Business & Animal Licenses	87	\$ 2,610.00	284	\$ 8,440.00	87	\$ 2,610.00	0	\$ -
TOTAL	110	\$ 9,902.30	679	\$ 332,487.70	110	\$ 9,902.30	388	\$ 36,760.70



Clarkdale Magistrate Court

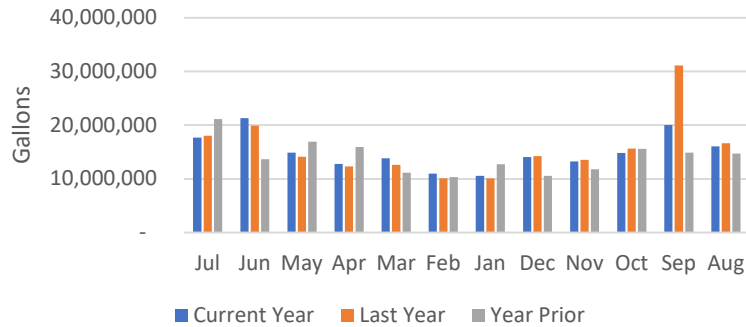
June 2021-2022 Comparative Stats

	June 2021	June 2022
Criminal Cases	7	4
Civil Traffic Cases	33	40
Total Cases	40	44
Revenue to city	\$4,945	\$3,813

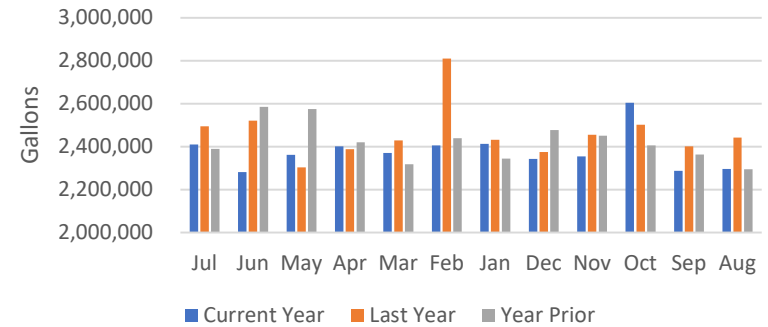
Public Works Monthly Report

8/2/2022

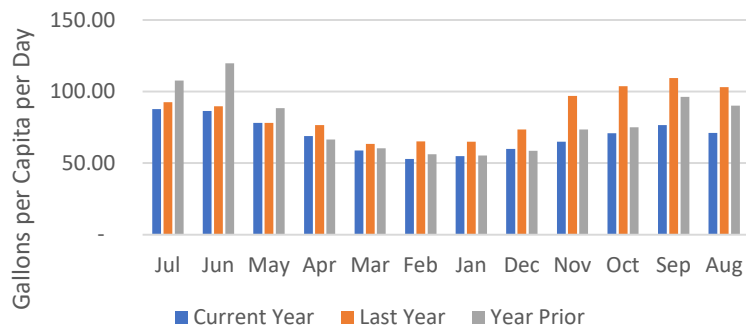
Water Production



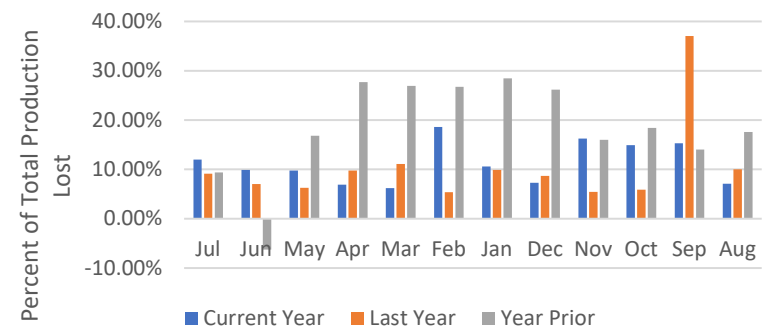
Stored Water



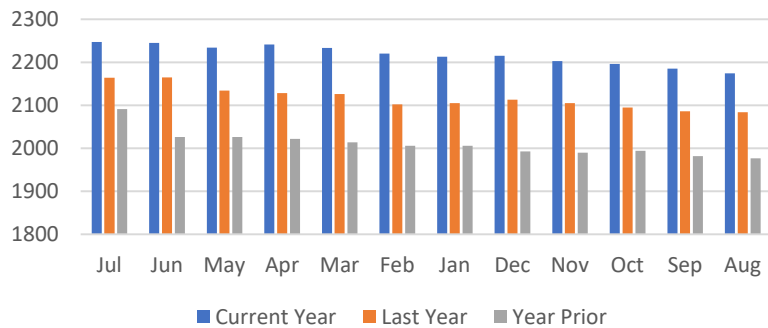
Residential GPCD



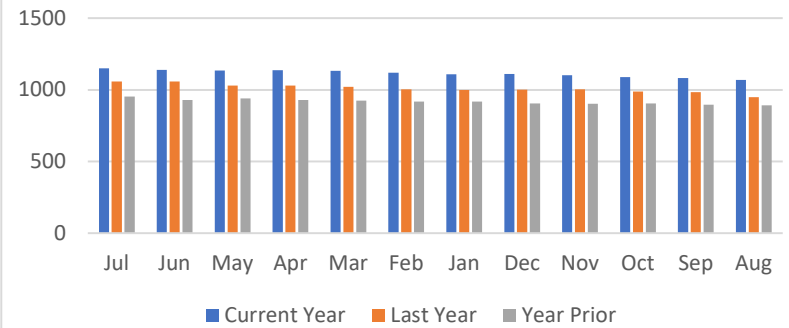
Lost/Unaccounted For Water



Number of Water Accounts



Number of Wastewater Accounts



	CURRENT MONTH	PREVIOUS MONTH	% CHANGE	YEAR TO DATE	PREVIOUS YEAR TO DATE	% CHANGE
* Primarily Level of Effort Activities	July 2022	June 2022		Jan - July 2022	Jan - July 2021	
Traffic						
Collision - Property Damage	1	5	-80%	20	16	25%
Collision - Injury/Fatal	0	0	0%	1	2	-50%
DUI Arrests *	3	0	300%	9	11	-18%
Citations *	26	33	-21%	156	193	-19%
Written Warnings *	6	25	-76%	111	144	-23%
Traffic Stops *	48	70	-31%	365	494	-26%
Parking *	1	0	100%	6	17	-65%
Total Traffic	85	133	-36%	668	877	-24%
Uniform Crime Reporting (UCR) Crimes						
Index Violent Crimes (Crimes Against Persons)						
Homicide	0	0	0%	0	0	0%
Sexual Assault	0	0	0%	0	0	0%
Robbery	0	0	0%	0	0	0%
Aggravated Assault	0	0	0%	2	3	-33%
Total Violent Crimes	0	0	0%	2	3	-33%
Index Property Crimes						
Burglary	2	0	200%	7	1	600%
Theft	0	0	0%	7	6	17%
Auto Theft	0	0	0%	1	0	100%
Arson	1	0	100%	1	0	100%
Total Property Crimes	3	0	300%	16	7	129%
Index Crimes	3	0	300%	18	10	80%
Index Crime Rate (per 100,000)	0.1305	0.0000	300%	0.7828	0.4349	80%
Town Population	4,349	4,349	0%	4,349	4,349	0%
Other Crimes						
Assault	2	0	200%	9	7	29%
Criminal Damage	0	1	-100%	6	13	-54%
Disorderly Conduct	2	1	100%	18	26	-31%
Domestic Violence	1	0	100%	5	22	-77%
Drug Offenses *	0	3	-100%	11	13	-15%
Trespass	2	2	0%	10	4	150%
Juvenile Problem	0	1	-100%	5	12	-58%
Harassment	1	3	-67%	8	7	14%
Animal Offenses *	10	12	-17%	114	69	65%
Other Town Ordinances *	8	2	300%	29	60	-52%
All Other Offenses	5	5	0%	53	33	61%
Total Other Crimes	31	30	3%	268	266	1%

	CURRENT MONTH	PREVIOUS MONTH	% CHANGE	YEAR TO DATE	PREVIOUS YEAR TO DATE	% CHANGE
	July 2022	June 2022		Jan - July 2022	Jan - July 2021	
Other Activities						
Alarms	9	10	-10%	47	29	62%
Doors/Windows Open	0	1	-100%	5	2	150%
Suspicious Persons/Vehicles	18	21	-14%	110	145	-24%
Weapon Offenses	0	1	-100%	3	3	0%
Citizen Assists	35	39	-10%	264	243	9%
Serve Papers	0	0	0%	2	1	100%
EMS/Rescue/Fire Calls (Clarkdale)	1	1	0%	28	33	-15%
Assist Other LE Agencies	18	25	-28%	118	108	9%
Suicide	0	0	0%	1	1	0%
Total Other Activities	81	98	-17%	578	565	2%
Total All Categories Above	200	261	-23%	1,532	1,718	-11%
House Watch						
House Watch (Total Houses Per Month)	6	8	-25%	27	17	59%
Arrests						
Adult	9	4	125%	44	39	13%
Juvenile	0	0	0%	1	6	-83%
Total Arrests	9	4	125%	45	45	0%
Reserve Time	10	10	0%	210	370	-43%
Ambassador Time	230	210	10%	1,150	988	16%
Volunteer Time	30	53	-43%	262	200	31%

Traffic

Our self initiated activities continue to track below last year. Patrol staffing remains down 40%.

Crime

Our index crimes are up substantially. Much of that can possibly be attributed to reporting standards. In the last year we changed from the FBI's Uniform Crime Reporting Program to their, soon to be, mandatory National Incident-Based Reporting System.

end of report

Weekly Ridership Reports
Cottonwood Area Transit
June 26 – Aug 13

		6/26/2022	6/27/2022	6/28/2022	6/29/2022	6/30/2022	7/1/2022	7/2/2022	Weekly
Service for week ending 7/2/2022	Daily Average 1	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
Weekdays									
ADA/Paratransit	48.4		44	35	46	62	55		242
Blue Line	0		0	0	0	0	0		0
Yellow Line (SOUTH ROUTE)	106.4		126	114	40	99	153		532
Red Line (NORTH ROUTE)	60.2		63	56	49	57	76		301
Green Line	0		0	0	0	0	0		0
CAT Connect (1845 - 0000 Wed-Sun)	0	0			0	0	0	0	0
Shuttle 1 - (600 - 1330 Wed - Sun)	93.8	92			87	84	103	103	469
Shuttle 2 - (645 - 1415 Wed - Sun)	0	0			0	0	0	0	0
Shuttle 3 - (1330 - 1915 Wed - Sun)	55	59			56	57	60	43	275
Shuttle 4 - (1415 - 1845 Wed - Sun)	0	0			0	0	0	0	0
Shuttle 5 - (1845 - 2315 Wed - Sun)	0	0			0	0	0	0	0
Weekend LYNX									
Monday (600 - 1915)	164		164						164
Tuesday (600 - 1915)	152			152					152
Totals		151	397	357	278	359	447	146	2135

Weekly Ridership Reports
Cottonwood Area Transit
June 26 – Aug 13

		7/10/2022	7/11/2022	7/12/2022	7/13/2022	7/14/2022	7/15/2022	7/16/2022	Weekly
Service for week ending 7/16/2022	Daily Average 1	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
Weekdays									
ADA/Paratransit	41.2		40	46	37	37	46		206
Blue Line	0		0	0	0	0	0		0
Yellow Line (SOUTH ROUTE)	129		154	113	148	109	121		645
Red Line (NORTH ROUTE)	67		73	72	58	59	73		335
Green Line	0		0	0	0	0	0		0
CAT Connect (1845 - 0000 Wed-Sun)	0	0			0	0	0	0	0
Shuttle 1 - (600 - 1330 Wed - Sun)	99.8	106			87	136	87	83	499
Shuttle 2 - (645 - 1415 Wed - Sun)	0	0			0	0	0	0	0
Shuttle 3 - (1330 - 1915 Wed - Sun)	70.8	63			85	63	78	65	354
Shuttle 4 - (1415 - 1845 Wed - Sun)	0	0			0	0	0	0	0
Shuttle 5 - (1845 - 2315 Wed - Sun)	0	0			0	0	0	0	0
Weekend LYNX									
Monday (600 - 1915)	143		143						143
Tuesday (600 - 1915)	149			149					149
Totals		169	410	380	415	404	405	148	2331

Weekly Ridership Reports
Cottonwood Area Transit
June 26 – Aug 13

		7/17/2022	7/18/2022	7/19/2022	7/20/2022	7/21/2022	7/22/2022	7/23/2022	Weekly
Service for week ending 7/23/2022	Daily Average 1	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
Weekdays									
ADA/Paratransit	46.8		41	58	38	57	40		234
Blue Line	0		0	0	0	0	0		0
Yellow Line (SOUTH ROUTE)	130.6		155	161	107	116	114		653
Red Line (NORTH ROUTE)	64.4		83	57	57	52	73		322
Green Line	0		0	0	0	0	0		0
CAT Connect (1845 - 0000 Wed-Sun)	0	0			0	0	0	0	0
Shuttle 1 - (600 - 1330 Wed - Sun)	86.8	84			82	89	95	84	434
Shuttle 2 - (645 - 1415 Wed - Sun)	0	0			0	0	0	0	0
Shuttle 3 - (1330 - 1915 Wed - Sun)	61	59			66	65	65	50	305
Shuttle 4 - (1415 - 1845 Wed - Sun)	0	0			0	0	0	0	0
Shuttle 5 - (1845 - 2315 Wed - Sun)	0	0			0	0	0	0	0
Weekend LYNX									
Monday (600 - 1915)	174		174						174
Tuesday (600 - 1915)	152			152					152
Totals		143	453	428	350	379	387	134	2274

Weekly Ridership Reports
Cottonwood Area Transit
June 26 – Aug 13

		8/7/2022	8/8/2022	8/9/2022	8/10/2022	8/11/2022	8/12/2022	8/13/2022	Weekly
Service for week ending 8/13/2022	Daily Average 1	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
Weekdays									
ADA/Paratransit	48.2		32	55	48	62	44		241
Blue Line	10.2		0	14	17	6	14		51
Yellow Line (SOUTH ROUTE)	74.4		162	65	76	14	55		372
Red Line (NORTH ROUTE)	42.4		58	37	44	48	25		212
Green Line	63		0	75	78	81	81		315
CAT Connect (1845 - 0000 Wed-Sun)	0		0	0	0	0	0		0
Shuttle 1 - (600 - 1330 Wed - Sun)	88.8	96			73	71	106	98	444
Shuttle 2 - (645 - 1415 Wed - Sun)	0	0			0	0	0	0	0
Shuttle 3 - (1330 - 1915 Wed - Sun)	56.6	57			58	63	51	54	283
Shuttle 4 - (1415 - 1845 Wed - Sun)	0	0			0	0	0	0	0
Shuttle 5 - (1845 - 2315 Wed - Sun)	0	0			0	0	0	0	0
Weekend LYNX									
Monday (600 - 1915)	194		194						194
Tuesday (600 - 1915)	160			160					160
Totals		153	446	406	394	345	376	152	2272

Verde Valley Humane Society
1520 W. Mingus Avenue
Cottonwood, AZ 86326

928.634.7387

08.13.2022

CLARKDALE ANIMAL INTAKE REPORT - JULY 2022

DATE	TYPE	ID #	DISPOSITION TYPE	DATE
7/3/2022	Stray-Public Drop Off	D49238	Reclaimed	7/5/2022
7/3/2022	Stray-Public Drop Off	D49236	Reclaimed	7/3/2022
7/3/2022	Stray-Public Drop Off	D49237	Reclaimed	7/3/2022
7/9/2022	Owner Surrender	D49251	Adopted	7/30/2022
7/9/2022	Owner Surrender	D49252	Adopted	7/21/2022
7/12/2022	Stray-Public Drop Off	C49263	In Foster Care	
7/12/2022	Stray-Public Drop Off	C49264	In Foster Care	
7/12/2022	Stray-Public Drop Off	C49265	In Foster Care	
7/12/2022	Stray-Public Drop Off	C49262	In Foster Care	
7/15/2022	Stray-Public Drop Off	D49278	Deceased	7/15/2022



Clarkdale Police Department

Randy S. Taylor, Police Chief

MEMORANDUM

Date: Aug. 16, 2022
To: Town Council
From: Randy Taylor, Police Chief
Reference: Special Event Liquor License Recommendation

The following Special Event Liquor License application to the Arizona Department of Liquor Licenses and Control was reviewed and approved:

1. APPLICANT: The Clarkdale Foundation
EVENT: Clarktober Fest
LOCATION: 900 – 1100 Main Street
DATE AND TIME OF EVENT: Saturday, Oct. 1, 2022; 12 noon – 5 p.m.
DATE OF RECOMMENDATION: July 27, 2022

P.O. Box 308, Clarkdale, AZ 86324
Administrative: 928-649-7700 Fax: 928-649-7709 Dispatch: 928-634-2921
Website: www.clarkdale.az.gov Email: Police@clarkdale.az.gov



Staff Report

Item Number: 4.A.

<u>Agenda Item:</u>	Approval of Minutes of the Common Council Consider and act upon the draft minutes from the Town Council meeting held on Aug. 9, 2022.
<u>Staff Contact:</u>	Charity Brooks, Town Clerk
<u>Meeting Date:</u>	August 22, 2022
<u>Background:</u>	Draft minutes from the Council Meeting held on Aug. 9, 2022.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	Staff recommends approval of the draft minutes from the Council meeting held on Aug. 9, 2022.



**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE
TUESDAY, AUGUST 9, 2022, AT 6:00 PM**

Members Present: Mayor Prud'homme-Bauer and Council Members Debbie Hunseder, Bill Regner (via zoom), Lisa O'Neill and Marney Babbitt-Pierce

Other Municipal Officials Present: Susan Guthrie, Town Manager; Charity Brooks, Town Clerk; Randy Taylor, Police Chief; Julie Goucher, Finance Director; Randi Stephens, Human Resources Director; Cory Franek, Public Works Director; Joni Westcott, Parks & Recreation Director; Tom Blanchard, Planner; Lisa Waldschmidt, Water Resource Manager

Audience: Approximately three members of the public were present

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

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

2. PUBLIC COMMENT – *No public comment*

3. REPORTS

A. Current Events – *(submitted electronically)*

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

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

B. Organizational Reports – *(submitted electronically)*

Reports regarding regional organizations submitted electronically

- CAT – Cottonwood Area Transit
- VVTPO – Verde Valley Transportation Planning Organization
- NACOG - Northern Arizona Council of Governments
- NAMWUA - Northern Arizona Municipal Water Users Association

- VVREO – LRSPC - Verde Valley Regional Economic Organization's Long Range Strategic Plan
- TPAC – Transportation Policy Advisory Council
- VFLC – Verde Front Leadership Council
- Greater AZ Mayor's Organizational Report

C. Claims and Budget Report (*submitted with Council packet*)

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

4. NEW BUSINESS

A. ORDINANCE - ADOPTION OF THE PROPERTY TAX LEVY FOR FISCAL YEAR 2022-2023

Discussion and possible action regarding the approval of Ordinance #417, adopting a Primary Tax Levy upon each one hundred dollars (\$100) of the assessed valuation of property subject to the taxation within the Town of Clarkdale for fiscal year 2022-2023.

Action: Approve Ordinance #417 as written:

Motion: Vice Mayor Hunseder

Second: Council Member O'Neill

Vote: Approved 5-0

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

B. KIDS CONSERVE WATER

Presentation regarding Water Conservation Programs designed to engage Clarkdale-Jerome students and teachers in activities relating to water conservation, water stewardship, and the importance of the Verde Watershed.

C. PUBLIC HEARING - T-MOBILE CELL TOWER

Town Council held a public hearing to take comment on the proposed Conditional Use Permit (DRB-093530) for T-Mobile Cell Tower equipment upgrades to an existing 195-foot monopole cell tower located at 555 Miller Road. (APN 400-06-003A) Applicant: SBA Communications. No comments were received.

D. T-MOBILE CELL TOWER

Discussion and possible action regarding the Conditional Use Permit (DRB-093530) for T-Mobile Cell Tower upgrades to an existing 195-foot monopole cell tower located at 555 Miller Road (APN 400-06-003A). Applicant: SBA Communications.

Motion: I MOVE TO APPROVE THE CONDITOINAL USE PERMIT BASED UPON THE FOLLOWING FINDINGS OF FACT:

a. The proposed antennae addition and associated equipment requires a Conditional Use Permit (CUP) per Clarkdale Zoning Code, Section 4-180.B: Wireless Communication Tower:

"a substantial change means any change or cumulative changes over time: (1) changing the physical dimensions (height or width) of the Wireless Communication Tower or its supporting structures by more than 10%."

b. The proposed CUP, as reviewed and approved, will not be detrimental to the public health, safety, and general welfare.

c. Environmental concerns conform to adopted standards and have either been addressed or will be addressed prior to approval of the CUP.

d. The proposed CUP is sensitive to the physical characteristics of the site.

e. The proposed CUP is consistent with provisions and intents of Zoning Code requirements applicable to the property.

f. The proposed CUP conforms to the improvement standards and design standards set forth in these Regulations and other applicable Town, County, State and Federal regulations.

AND WITH THE FOLLOWING STIPULATIONS:

1. The new antennae match the rusted patina finish of the current pole and equipment.

Action: Approve the conditional use permit for T-Mobile Cell Tower with removal of item B from motion and with additional stipulation:

Motion: Vice Mayor Hunseder

Second: Council Member O'Neill

Vote: Approved 5-0

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

5. CONSENT AGENDA

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

A. APS Utility Easement

Consider and act upon granting a utility easement to APS for the installation of car charging stations and electrical feeds in the Town Complex.

B. Approval of Minutes

Consider and act upon the draft minutes from the Council Meeting held on July 26, 2002.

C. Personnel Policy Amendments

Consider and act upon amendments to the Town's Personnel Policy and Procedure Manual.

D. Bridge Investment Program Grant Ratification

Consider and act upon the ratification of an application for the Bridge Investment Federal Grant Program (BIP) to further study and design an additional bridge to cross Bitter Creek.

E. Cottonwood Area Transit Funding Request

Consider and act upon approving a letter of support for Cottonwood Area Transit's funding request from the Federal Transit Administration.

F. Fiscal Year 2021-2022 Budget Transfers

Consider and act upon approval of fiscal year 2021-2022 budget transfers within the adopted budget.

G. Audit Services - Colby & Powell, PLC

Consider and act upon approving an audit engagement with Colby & Powell, PLC to conduct the audit of the Annual Financial Report, Expenditure Limitation Report, Single Audit of Federal Expenditures, if necessary, and the agreed upon procedures for the Clarkdale Magistrate Court (FY22).

Action: Accept Consent Agenda Items A thru G as written:

Motion: Council Member O'Neill

Second: Council Member Babbitt-Pierce

Vote: Approved 5-0

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

6. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

A. 2022 LEAGUE RESOLUTIONS COMMITTEE REPORT

Mayor Prud'homme-Bauer provided an update to Council on the 2022 League Resolutions Committee Report. This item was for discussion only.

7. FUTURE AGENDA ITEMS

Town Council may proposed the following items for a future agenda:

1. Verde Valley Medical Center – Consolidation of services to Flagstaff

8. ADJOURNMENT – Mayor Prud’homme-Bauer adjourned the meeting without objection at 6:57 p.m.

APPROVED:

ATTESTED/SUBMITTED:

Robyn Prud’homme-Bauer, Mayor

Charity Brooks, Town Clerk

CERTIFICATION AND ATTESTATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 9th day of August 2022. I further certify that meeting was duly called and held and that a quorum was present.

Date approved by City Council: Aug. 22, 2022

Charity Brooks, Town Clerk



Staff Report

Item Number: 4.B.

<u>Agenda Item:</u>	Town Manager's Evaluation - Letter of Findings Consider and act upon the Letter of Findings from the Town Manager's Performance Evaluation conducted on Aug. 9, 2022.
<u>Staff Contact:</u>	Charity Brooks, Town Clerk
<u>Meeting Date:</u>	August 22, 2022
<u>Background:</u>	On Aug. 9, 2022, the Town Council for the Town of Clarkdale conducted a six-month performance evaluation of Susan Guthrie, per her employment contract. This Letter of Findings is a review and consolidation of all Council Members' evaluations and comments.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	Staff recommends approval of the Letter of Findings.



Town of Clarkdale

Post Office Box 308
Clarkdale, AZ 86324
Telephone: (928) 639-2400
Fax: (928) 639-2459

August 10, 2022

Town Manager Evaluation

August 9, 2022

On August 9, 2022, the Clarkdale Town Council met in executive session to discuss and evaluate Town Manager Susan Guthrie's performance for the first six months of employment, per Ms. Guthrie's contract terms. Each councilor had completed a standard questionnaire, which included a list of ratings on the Manager's communications skills, management effectiveness, community relations, and other skill and qualities. The ratings asked for an "overall performance rating." These questions ranked each criterion from "1" (Exceeds Expectations), to "5" (Below Expectations). Additionally, the form contained narrative sections relating to more subjective performance metrics, such as "strengths," "suggested improvements," and so forth.

In the first section, the majority of the Town Council members ranked Ms. Guthrie's performance "1": Exceeds Expectations," The objective sections were also overwhelmingly positive.

The councilors were unanimous in their approval of Susan's performance. All felt she not only adequately, but exceptionally fulfilled her duties as manager of the town and as a representative of the Town to other jurisdictions, groups and to the Town's citizens – in a very short amount of time! Many individual evaluations mentioned her excellence in becoming part of the community and continuing the Town's long history of being a governmental leader in the Verde Valley. Her communication and management skills were the focus of several evaluations, all stating that that Susan is an excellent communicator and has proven her ability to lead her team to success. All Councilors mentioned that Susan has done an outstanding job completing her "First Year Game Plan" within her first six months of employment, while maintaining an open-door policy and exhibiting a contagious spirit of fun.

Susan has led the staff and Town Council through the completion of a 2-year strategic planning process with implementation of the strategies and goals already underway, and staying aligned with the adopted budget. Susan has also been instrumental in seeking out and applying for Grant opportunities for the Town of Clarkdale.

It is my sincere pleasure to write this evaluation and to state our unambiguous satisfaction with Ms. Guthrie's performance of her duties. Her dedication to the Town, to her staff, and to her job is second to none. The Town of Clarkdale is a better place and has a more efficient, effective government because Susan is our Manager.

Sincerely,

Robyn Prud'homme-Bauer
Mayor



Staff Report

Item Number: 4.C.

Agenda Item: **Resolution #1674 - Verde River @ Clarkdale Blue Trail Designation**
Consider and act upon approving Resolution #1674, designating the Verde River @ Clarkdale as an official Blue Trail.

Staff Contact: Joni Westcott, Parks Manager

Meeting Date: August 22, 2022

Background: Recreational Trails Program (RTP) grants are funded by Federal funds that are funneled through the National Parks budget and are intended to maintain and improve Arizona's trails. In the past, the Verde River Institute and other organizations have used the RTP grant system to improve and maintain 'blue trails' - rivers that are used for recreation, etc. The American River Blue Trail program designates the Verde River as a blue trail, but neither the State nor the Town of Clarkdale have declared the Verde River @ Clarkdale as an official trail.

The Verde River Institute uses the RTP grants for the Verde River Ranger program to maintain, patrol, teach, pick up trash and encourage boating safety along this stretch. If the Verde River @ Clarkdale is not designated as an official trail, future funding for this program would be in jeopardy.

Budget Impact: No budget impact.

Recommendation: Staff recommends that Council approve Resolution #1674, designating the Verde River @ Clarkdale as an official Verde River Blue Trail.

RESOLUTION #1674

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, YAVAPAI COUNTY, ARIZONA, DESIGNATING THE VERDE RIVER @ CLARKDALE AN OFFICIAL TOWN TRAIL.

WHEREAS, the Town of Clarkdale provides access to a 4.1 mile stretch of the Verde River known as the “Verde River @ Clarkdale” by providing two Town Parks, known as Tapco River Access Point (TapcoRAP) and Tuzigoot River Access Point (TuziRAP) at either end of this stretch; and

WHEREAS, the Town wishes to provide an enjoyable and environmentally friendly water trail for recreators to use by boating, tubing, swimming, fishing, hiking and other recreational pursuits; and

WHEREAS, the Town considers this trail to be of utmost importance to the Town’s economic development plans; and

WHEREAS, the Town would, by designating this stretch of the Verde River an official Town trail, help ensure that the Verde River and the ecosystem it supports remain healthy, biodiverse, and perennial.

NOW THEREFORE BE IT RESOLVED that the Town of Clarkdale hereby proclaims the Verde River @ Clarkdale an official designated Town trail to be called the Verde River @ Clarkdale Blue Trail.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Clarkdale, Arizona, this 22nd day of August 2022.

ATTEST:

Robyn Prud’homme-Bauer, Mayor

Charity Brooks, Town Clerk



Staff Report

Item Number: 5.A.

<u>Agenda Item:</u>	RESOLUTION #1675 - ADOPTING THE OFFICIAL CANVASS OF THE AUG. 2, 2022 PRIMARY ELECTION Discussion and possible action to approve Resolution #1675, adopting the official canvass for the Aug. 2, 2022 primary election.
<u>Staff Contact:</u>	Charity Brooks, Town Clerk
<u>Meeting Date:</u>	August 22, 2022
<u>Background:</u>	Election law requires the Town Council to canvass the election results not less than six days or more than 20 days after a primary or general election. The official, final results of this election were provided to the Town of Clarkdale by Yavapai County Elections on Aug. 12, 2022. Per A.R.S. § 9-821.01, the calculation of a 'majority of votes cast' at the primary election specifies that the number to win is calculated by adding all of the votes cast for all candidates for the office, dividing by the number of seats to be filled and then dividing the result of the calculation by two and rounding to the highest whole number. Although there were only two candidates running for the two available seats, each candidate must obtain a 'majority of votes cast' to win the seat. <i><u>Council Member Race - Four-year term:</u></i> Total votes cast for the two four-year Council seats was 1894. The number of votes needed to win each seat was 474. Alicia 'Lisa' O'Neill and Laura F. Jones each received a majority of votes cast. No general election will be held in November. Alicia 'Lisa' O'Neill and Laura F. Jones will be declared elected effective Nov. 8, 2022, the date of the general election as stated in Town Code, Section 2-3-1. As per Section 2-1-3, each newly elected official shall assume the duties of office at the Council meeting following the date of the general election. The newly elected Council Members will be sworn in on Nov. 10, 2022.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	Staff recommends that Town Council approve Resolution #1675, adopting the canvass of the official final results of the primary election held on Aug. 2, 2022.

RESOLUTION #1675

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, YAVAPAI COUNTY, ARIZONA, DECLARING AND ADOPTING THE RESULTS OF THE PRIMARY ELECTION HELD ON AUG. 2, 2022.

WHEREAS, the Town of Clarkdale, Yavapai County, Arizona did hold a primary election on the 2nd day of August 2022 for the election of two Council Members with four-year terms; and

WHEREAS, the election returns have been presented to, and have been canvassed by, the Mayor and Common Council of the Town of Clarkdale;

NOW THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the Town of Clarkdale, Yavapai County, Arizona as follows;

Section 1: That the total number of ballots cast at said Primary Election, as shown by the Yavapai County Election Summary Report, Official Final Results was 1894. The total number of registered voters was 3066.

Section 2: That the votes cast for candidates for Council Member with four-year terms were as follows:

<u>Name</u>	<u>Vote Total</u>
Alicia 'Lisa' O'Neill	976
Laura F. Jones	899

(There were also 19 write in votes)

Section 3: That the calculation of a "majority of votes cast" at the primary election in order for a candidate to win at the primary specifies that the number to win be calculated by adding all of the votes cast for all candidates for the office, dividing by the number of seats to be filled and then dividing the result of the calculation by two and rounding to the highest whole number. That number for Council Members – four-year term is 474.

Section 4: That it is hereby found, determined, and declared of record, that the following candidates did receive a "majority of votes cast" as provided for by A.R.S. § 9-821.01, and are hereby issued certificates of election:

Alicia 'Lisa' O'Neill
Laura F. Jones

Section 5: That this resolution shall be in full force and effect immediately upon its adoption.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Clarkdale, Arizona, this 22nd day of August 2022.

APPROVED:

ATTEST:

Robyn Prud'homme-Bauer, Mayor

Charity Brooks, Town Clerk

Michelle Burchill
Yavapai County Recorder

Karen M. McCracken
Chief Deputy Recorder

Deanne Petty
Elections Manager

Laurin L. Custis
Registrar of Voters



1015 Fair Street - Room 228
Prescott, Arizona 86305

Recorder
928-771-3244
Recorder@yavapaiaz.gov

Elections Department
928-771-3250
Elections@yavapaiaz.gov

Voter Registration
928-771-3248
Voter.registration@yavapaiaz.gov

CERTIFICATION OF ELECTION RESULTS

For the

TOWN OF CLARKDALE PRIMARY ELECTION

AUGUST 2, 2022

YAVAPAI COUNTY, ARIZONA

We, Michelle Burchill, Yavapai County Recorder, and Deanne Petty, Yavapai County Elections Manager, hereby certify that the attached foregoing vote results contains a full, true, and correct copy of the vote tabulations for the August 2, 2022, Town of Clarkdale Primary Election.

Dated this 12th day of August, 2022

Michelle Burchill, County Recorder

Deanne Petty, Elections Manager

Registered Voters 3,056 - Total Ballots 1,609 : 52.65%

CLARKDALE COUNCIL MEMBER (4-YEAR TERM)

Vote For 2
Total Votes

1,894

O'Neill, Alicia "Lisa" (NP)	976	51.53%
Jones, Laura F (NP)	899	47.47%
Write-In	19	1.00%

Statement of Votes Cast
AUGUST 2, 2022
COUNTY OF YAVAPAI
STATE OF ARIZONA
RESULTS
UNOFFICIAL FINAL RESULTS

Date: 8/11/2022
Time: 10:19:48 AM MST
Page 1/1

CLARKDALE COUNCIL MEMBER (4-YEAR TERM)

	Reg. Voters	Total Votes	O'Neill, Alicia "Lisa" (NP)		Jones, Laura F (NP)		Write-In	
Jurisdiction Wide								
SPIRIT (226.00)								
Election Day	2	0	0	-	0	-	0	-
Early Voting	2	4	2	50.00%	2	50.00%	0	-
Provisional	2	0	0	-	0	-	0	-
ONYX (229.00)								
Election Day	698	48	22	45.83%	26	54.17%	0	-
Early Voting	698	415	212	51.08%	202	48.67%	1	0.24%
Provisional	698	0	0	-	0	-	0	-
GHOST (232.00)								
Election Day	2356	193	105	54.40%	82	42.49%	6	3.11%
Early Voting	2356	1232	634	51.46%	586	47.56%	12	0.97%
Provisional	2356	2	1	50.00%	1	50.00%	0	-
Total								
Election Day	3056	241	127	52.70%	108	44.81%	6	2.49%
Early Voting	3056	1651	848	51.36%	790	47.85%	13	0.79%
Provisional	3056	2	1	50.00%	1	50.00%	0	-
Total	3056	1894	976	51.53%	899	47.47%	19	1.00%



YAVAPAI COUNTY ELECTIONS DEPARTMENT **REJECTED BALLOTS REPORT**

August 2, 2022

PRIMARY ELECTION

Precinct # & Name		PROVISIONAL	EARLY
201	EAGLE	12	12
202	COURT	-	12
203	FAIR	2	4
204	GOLF	2	3
205	MINE	3	1
206	HILL	-	-
207	MESQUITE	5	2
208	YARN	1	1
209	WICK	1	4
210	WALNUT	-	-
211	SPRINGS	-	-
212	PLEASANT	-	-
213	SKULL	-	-
214	KIRK	-	-
215	BUCK	2	8
216	CREEK	2	2
217	WIND	1	-
218	WELL	2	2
219	FORT	7	8
220	RIM	-	-
221	SALT	-	-
222	BUG	4	5
223	SUNSET	3	2
224	TOWERS	-	-
225	IRON	6	5
226	SPIRIT	-	-
227	RUBY	5	13
228	SCARLET	3	8
229	ONYX	5	6
230	AZURE	11	10
231	QUAIL	1	-
232	GHOST	2	2
233	BRIDGE	-	-
234	WATSON	-	13
235	RANCH	1	6
236	CAMP	-	1
237	BASIN	7	8
238	GRAZE	7	9
239	COYOTE	1	6
240	CARS	6	2
241	STONE	4	-
242	WATER	3	17
243	BURRO	4	12
244	BISON	7	11
245	BIGHORN	3	12
246	LASSO		
247	CHAPS		
248	SPURS		
TOTALS		123	207

**PROVISIONAL BALLOT
REJECT REASONS**

- SIGNATURE DIFFERENT
- EMPTY ENVELOPE
- 18 INCOMPLETE / NOT SIGNED
- 4 ID NOT PROVIDED
- VOTED TWICE
- 93 NOT REGISTERED
- REGISTERED TOO LATE
- 5 VOTED EARLY BALLOT
- MINOR
- OUT OF JURISDICTION
- VOTED IN WRONG PRECINCT
- 3 WRONG PARTY

123 TOTAL

**EARLY BALLOT
REJECT REASONS**

- 2 EMPTY ENVELOPE
- 112 NOT SIGNED BY VOTER
- 93 SIGNATURE DIFFERENT
- VOTED TWICE

207 TOTAL

TOTAL REJECTED BALLOTS = 330

Registered Voters 3,056 - Total Ballots 1,609 : 52.65%

CLARKDALE COUNCIL MEMBER (4-YEAR TERM)

Vote For 2
Total Votes

1,894

O'Neill, Alicia "Lisa" (NP)	976	51.53%
Jones, Laura F (NP)	899	47.47%
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Statement of Votes Cast
AUGUST 2, 2022
COUNTY OF YAVAPAI
STATE OF ARIZONA
RESULTS
OFFICIAL FINAL RESULTS

Date: 8/11/2022
Time: 10:48:48 AM MST
Page 1/1

CLARKDALE COUNCIL MEMBER (4-YEAR TERM)

	Reg. Voters	Total Votes	O'Neill, Alicia "Lisa" (NP)		Jones, Laura F (NP)		Write-In	
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SPIRIT (226.00)								
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Provisional	3056	2	1	50.00%	1	50.00%	0	-
Total	3056	1894	976	51.53%	899	47.47%	19	1.00%

CERTIFICATE OF ELECTION

I, Charity Brooks, Clerk of the Town of Clarkdale, County of Yavapai, State of Arizona
DO HEREBY CERTIFY that at the Primary Election held in and for the Town of Clarkdale,
on the 2nd day of August 2022

ALICIA 'LISA' O'NEILL

Was duly elected to the office of Council Member of the Town of Clarkdale, County of Yavapai, State of Arizona, as appears by
the official returns approved by the Town Council and on file in my office.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the official seal of the Town of Clarkdale this
22nd day of August 2022

EFFECTIVE DATE IS NOVEMBER 8, 2022

ASSUME OFFICE ON NOVEMBER 10, 2022



CHARITY BROOKS,
CLERK OF THE TOWN OF CLARKDALE

CERTIFICATE OF ELECTION

I, Charity Brooks, Clerk of the Town of Clarkdale, County of Yavapai, State of Arizona
DO HEREBY CERTIFY that at the Primary Election held in and for the Town of Clarkdale,
on the 2nd day of August 2022

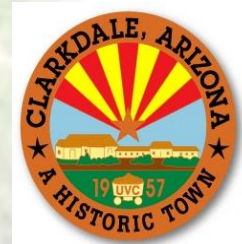
LAURA F. JONES

Was duly elected to the office of Council Member of the Town of Clarkdale, County of Yavapai, State of Arizona, as appears by
the official returns approved by the Town Council and on file in my office.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the official seal of the Town of Clarkdale this
22nd day of August 2022.

EFFECTIVE DATE IS NOVEMBER 8, 2022

ASSUME OFFICE ON NOVEMBER 10, 2022



CHARITY BROOKS,
CLERK OF THE TOWN OF CLARKDALE