



**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE
TUESDAY, DECEMBER 13, 2022 AT 6:00 PM**

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

Other Municipal Officials Present: Susan Guthrie, Town Manager; Charity Brooks, Town Clerk; Ruth Mayday, Community Development Director; Randy Taylor, Police Chief; Joni Westcott, Parks and Recreation Manager; Chell Smart, Public Information Officer; Randi Stephens, HR Manager

Audience: Approximately three members of the public were present.

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

2. ROLL CALL - *All members present.*

3. PUBLIC COMMENT – *No public comment.*

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:

- CAT – Cottonwood Area Transit
- VVTPPO – 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. 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

D. Claims (*submitted with Council packet*)

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

5. INTRODUCTIONS

A. Introduction of new employees

Mayor Prud'homme-Bauer introduced the following new employees:

- Bryan Russell - Water/Wastewater
- Joe Kook - Public Works Specialist

Mayor Prud'homme-Bauer also congratulated Joe Candelaria for being promoted to the Town of Clarkdale's first Police Lieutenant and Sean Guth for being promoted to Sergeant.

6. 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

Consider and act upon the minutes from the regular meeting held on Nov. 8, 2022 and the special meeting held on Nov. 10, 2022.

B. Resolution #1686 - Aggregate Expenditure Limit – *Pulled from consent by Mayor Prud'homme-Bauer for separate consideration*

Consider and act upon Resolution #1686, urging the Legislature to act quickly to override the Aggregate Expenditure Limit to avoid immediate harm to school districts.

C. Resolution #1687 - Designating Clarkdale's Chief Fiscal Officer (CFO)

Consider and act upon Resolution #1687, designating Finance Director Julie Goucher as the Chief Fiscal Officer for officially submitting the Fiscal Year 2023 Expenditure Limitation Report to the Arizona Auditor General.

D. Ordinance #420 - Special Event Liquor License Approvals

Consider and act upon Ordinance #420, amending Chapter 8, Business Regulations, and amending subsection 8-4-7(E) of the Town Code of the Town of Clarkdale, allowing the Police Department to process and approve Special Event Liquor Licenses.

E. Updates to the Financial Operations Guide (FOG)

Consider and act upon approval of updates to the Financial Operations Guide (FOG), Section 6: Procurement, Subsection 2: Procedure.

Action: Approve consent agenda items A, C, D, and E as written:

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

ITEM B WAS PULLED FROM CONSENT BY MAYOR PRUD'HOMME-BAUER FOR SEPARATE CONSIDERATION:

B. Resolution #1686 - Aggregate Expenditure Limit –

Consider and act upon Resolution #1686, urging the Legislature to act quickly to override the Aggregate Expenditure Limit to avoid immediate harm to school districts.

Action: Approve consent agenda items B as written:

Motion: Council Member O'Neill

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

7. NEW BUSINESS

A. Yavapai College Facilities Master Plan Update

Town Council received a presentation from Dr. Ewell from Yavapai College regarding the 2022 Facilities Master Plan.

B. Appointment of Vice Mayor

Discuss, consider and act upon the selection of a member of the Town Council to serve as the Vice-Mayor for a two-year term.

Action: Appoint Debbie Hunseder as Vice-Mayor for a two-year term:

Motion: Council Member O'Neill

Second: Council Member Babbitt-Pierce

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

C. ASU Questionnaire and Project Plan

Discuss, consider and act upon a draft questionnaire developed by Arizona State University students for the Town of Clarkdale survey.

This item was a discussion only and no action was taken. Council Members proposed alternate or additional questions for the ASU questionnaire.

- 8. EXECUTIVE SESSION** - The Council may discuss the following matters in executive session 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)(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. Proposed land swap with Clarkdale Arizona Central Railroad LLC/Verde Valley Canyon Railroad.

B. Centerville Road Extension Property Acquisition.

Action: Motion to enter Executive Session:

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

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

A. Discussion and possible action regarding the proposed land swap with Clarkdale Arizona Central Railroad LLC/Verde Valley Canyon Railroad.

No action taken.

B. Discussion and possible action regarding the Centerville Road Extension Property Acquisition.

Action: Approve sales contract for 751 Calle Medina and authorize the

Town Manager to process all documents related execute the contract:

Motion: Council Member Babbitt-Pierce

Second: Council Member O'Neill

Vote: Approved 5-0

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

10. FUTURE AGENDA ITEMS

Town Council did not propose items to be placed on a future agenda.

11. ADJOURNMENT - Mayor Prud'homme-Bauer adjourned the meeting without objection at 7:40 p.m.

APPROVED:

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Robyn Prud'homme-Bauer, Mayor

ATTESTED/SUBMITTED:

DocuSigned by:

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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 13th day of December 2022. I further certify that meeting was duly called and held and that a quorum was present.

Date approved by City Council: Jan. 10, 2023

DS

DocuSigned by:

Charity Brooks

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Charity Brooks, Town Clerk