



**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE
TUESDAY, JANUARY 24, 2023 AT 3:00 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; Randy Taylor, Police Chief; Joe Candelaria, Lieutenant; Ruth Mayday, Community Development Director; Julie Goucher, Finance Director; Kristine Capite, Finance Manager; Cory Franek, Public Works Director; Joni Westcott, Parks and Recreation Manager; Tom Blanchard, Senior Planner

Zoom: Randi Stephens, HR Manager

Audience: Approximately twelve 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. PUBLIC COMMENT** – *No public comment.*

4. REPORTS

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

- Building Permit Report
- Magistrate Court Report
- Water and Wastewater Report
- Police Department Report
- CAT/LYNX Transit Report
- Verde Valley Humane Society

5. BOARD AND COMMISSION MINUTES (*submitted with Council packet*) –

A. Parks and Recreation Commission

Parks and Recreation Commission minutes for their regular meeting held on Nov. 9, 2022.

B. Design Review Board

Design Review Board minutes from their regular meeting held on Oct. 5, 2022.

C. Historic Preservation Commission

Historic Preservation Commission minutes from their regular meeting held on Nov. 1, 2022.

6. PRESENTATIONS

A. Northern Arizona Healthcare's Continued Commitment to the Verde Valley

The Council received a presentation from Josh Tinkle with Northern Arizona Healthcare to discuss their continued commitment to the Verde Valley.

B. Annual Financial Audit Presentation

The Council received a presentation from Scott Graff with Colby & Powell, PLC regarding the annual audit for the Town of Clarkdale.

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 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 Jan. 10, 2023.

B. Town Manager's Evaluation - Letter of Findings – *Item pulled for further consideration by Mayor Prud'homme-Bauer*

Consider and act upon the Letter of Findings from the Town Manager's Annual Performance Evaluation conducted on Jan. 10, 2023.

C. Request to ratify the application of a SMART Fund grant

Consider and act upon a request by staff to ratify the submission of an application for a State of Arizona SMART Fund grant for the design of the additional bridge to cross Bitter Creek.

Action: Approve consent agenda items A and C 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

PULLED FOR SEPARATE CONSIDERATION BY MAYOR PRUD'HOMME-BAUER:

B. Town Manager's Evaluation - Letter of Findings –

Consider and act upon the Letter of Findings from the Town Manager's Annual Performance Evaluation conducted on Jan. 10, 2023.

Mayor Prud'homme-Bauer pulled this item to read the letter of findings to the public and formally acknowledge and congratulate Town Manager Susan Guthrie on her successful first year with the Town of Clarkdale.

Action: Approve consent agenda items A and C as written:

Motion: Council Member Jones

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

8. NEW BUSINESS

A. PUBLIC HEARING - Black Hills West Minor Subdivision Final Plat

Senior Planner Tom Blanchard gave a presentation, and the Council held a public hearing regarding application no. 093582 for Black Hills West Minor Subdivision Final Plat. There

were no public comments.

B. Black Hills West Minor Subdivision Final Plat

Discuss, consider and act upon application no. 093582 - Black Hills West Minor Subdivision Final Plat.

Action: I move to approve the Black Hills West Minor Subdivision final plat based upon the following findings of fact:

- a. The proposed subdivision conforms to the adopted General Plan goals, objectives, and policies of the Town.
- b. The proposed subdivision, 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 Final Plat.
- d. The design of the proposed subdivision is sensitive to the physical characteristics of the site.
- e. The proposed subdivision is consistent with provisions and intents of Zoning Code requirements applicable to the property.
- f. The proposed subdivision 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. That the Final Plat when submitted, be in substantial conformance with the Final Plat submitted herewith.
2. That the applicant, CZR, LLC agrees to abide with the Development Agreement conditions established with the Town of Clarkdale and is a condition for final plat approval and the issuance of building permits.
3. The developer and individual lot owners will abide to the Covenants, Codes, and Restrictions (CC& R's), Declaration of Subdivision established with the Town of Clarkdale and is a condition for final plat approval and the issuance of building permits.

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

C. Partial Abandonment of the Subdivision of the Radley Property

Discuss, consider and act upon Resolution #1688, approving the partial abandonment of the subdivision of the Radley property and setting forth stipulations for future development.

Community Development Director Ruth Mayday gave a presentation regarding the partial abandonment of the Subdivision of the Radley Property.

Action: I move to adopt Resolution #1688, approving the partial abandonment of plat for the subdivision of the Radley property, and abandoning all roads and alleyways within the area of abandonment as stipulated therein.

Motion: Vice Mayor Hunseder

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

D. The Plateau at Clarkdale Final Condominium Plat

Discuss, consider and act upon application no. 093160 for The Plateau at Clarkdale final condominium plat.

Community Development Director Ruth Mayday gave a presentation regarding the Plateau at Clarkdale Final Condominium Plat.

Action: I move that we approve the final condominium plat and development agreement as submitted, based on the following findings of fact:

1. The proposed subdivision conforms to the adopted General Plan goals, objectives and policies of the Town.
2. The proposed subdivision, as reviewed and approved, will not be detrimental to the public health, safety, and general welfare.

3. Environmental concerns conform to adopted standards.
4. The design of the proposed subdivision is sensitive to the physical characteristics of the site.
5. The proposed subdivision conforms to the improvement standards and design standards set forth in these Regulations and other applicable Town, County, State and Federal regulations.

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. Annual Financial Audit

Discuss, consider and act upon the annual audited financial statements and annual expenditure limitations report as presented by Colby & Powell, PLC.

Action: I recommend approval of the annual financial report.

Motion: Vice Mayor Hunseder

Second: Council Member O'Neill

Vote: Approved 5-0

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

9. POSSIBLE VOTE TO ENTER EXECUTIVE SESSION –

The Council may vote to discuss the following matters in executive session pursuant to A.R.S. § 38-431.03 (A)(3) discussion or consultation for legal advice with the attorney or attorneys of the

public body and/or A.R.S. §38-431.04 (A)(7) for discussion or consultation with designated representatives of the public body to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property.

A. Verde Canyon Railroad Land Swap

B. Centerville Road Extension Property Acquisition

C. Consideration of Mutual Agreement to Condemn 751 Calle Medina, Clarkdale, Arizona, for Centerville Road Extension

Action: I move to enter into 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

10. RESUMPTION OF REGULAR MEETING – 5:36 p.m.

Immediately following the executive session, the Council will resume public session.

A. Verde Canyon Railroad Land Swap

Discussion and possible action regarding the Verde Canyon Railroad land swap.

Council was updated on the progress of this item. No action taken at this time.

B. Centerville Road Extension Property Acquisition

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

Council was updated on the progress of this item. No action taken at this time.

C. Consideration of Mutual Agreement to condemn 751 Calle Medina, Clarkdale, Arizona, for Centerville Road Extension

Discussion and possible action regarding the Mutual Agreement to condemn 751 Calle Medina, Clarkdale, Arizona, for Centerville Road Extension; and direction to the Town Attorney to file a condemnation action pursuant to A.R.S. 12-1112 in connection therewith.

Action: I move to approve the voluntary Mutual Agreement to condemn 751 Calle Medina, Clarkdale, Arizona for the Centerville Road Extension and direct the Town Attorney to file the voluntary mutual agreement for condemnation.

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

11. FUTURE AGENDA ITEMS

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

12. ADJOURNMENT - Mayor Prud'homme-Bauer adjourned the meeting without objection at 5:39 p.m.

APPROVED:

DocuSigned by:

 8929FEE8DC34438...

Robyn Prud'homme-Bauer, Mayor

ATTESTED/SUBMITTED:

DocuSigned by:

 DB39AF58C12F414...

Charity Brooks, Town Clerk

CERTIFICATION AND ATTESTATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 24th day of January 2023. I further certify that meeting was duly called and held and that a quorum was present.

Date approved by Town Council: Feb. 14, 2023

DocuSigned by:

Charity Brooks

DB39AF58C12F414...



Charity Brooks, Town Clerk