



**SUMMARIZED MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE**

TUESDAY, NOVEMBER 12, 2024 AT 6:00 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 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, Assistant Town Manager; Joni Westcott, Parks and Recreation Director; Angela Benavides; Human Resources Director; D.K. Green, Grants Manager; Sean Guth, Police Sergeant; Randy Taylor, Police Chief; Stephen Polk, Town Attorney

Zoom: Nine members of the public were present.

Audience: Approximately 20 members of the public were present.

1. CALL TO ORDER - *Mayor Prud'homme-Bauer called the meeting to order at 6:00 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:

- VVTPO – Verde Valley Transportation Planning Organization
Meeting on Nov. 13, 2024.
- NACOG - Northern Arizona Council of Governments

Notes submitted and shared with Council electronically.

- NAMWUA - Northern Arizona Municipal Water Users Association
Meeting on Friday – Water Utility Leadership Forum.
- TPAC – Transportation Policy Advisory Council
October meeting cancelled.
- VFLC – Verde Front Leadership Council
Town Manager to attend meeting on Thursday.
- Sustaining Flows Committee
Productive regional solutions conversation.
- Yavapai Communities for Young Children
Meeting in January.
- Cottonwood Airport Noise Working Group
Hope to reconvene soon.
- Vulnerable Road Users SHSP Emphasis Area Team
First meeting will be in two weeks.

5. UPDATES

A. Broadband Update

The Council received an update regarding Broadband from Corey Christians with Yavapai County.

6. RECOGNITION OF APPRECIATION

A. Citizens Academy Graduates

Police Sergeant Sean Guth introduced the graduates from the Clarkdale Police Citizens Academy.

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

Consider and act upon the draft minutes from the regular meeting held on Oct. 22, 2024.

B. Human Resources Manual Policy Amendment - Infants at Work and Nursing Mothers

Consider and act upon amending the Human Resources Policy Manual to include the new policy for Infants at Work and Nursing Mothers.

C. Human Resources Manual Policy Amendment - Workplace Pet Policy

Consider and act upon amending the Human Resources Policy Manual to include the new Workplace Pet Policy.

D. Human Resources Manual Policy Amendment - Paid Time Off (PTO) Policy

Consider and act upon amending the Human Resources Policy Manual to update the Paid Time Off (PTO) Policy.

E. Human Resources Manual Policy Amendment - Format Updates for Policy 5.03

Family Medical Leave Act (FMLA)

Consider and act upon amending the Human Resources Policy Manual to update the format for policy 5.03 Family Medical Leave Act (FMLA).

F. Human Resources Manual Policy Amendment - Format Updates for Policy 5.04 Absent Without Leave

Consider and act upon amending the Human Resources Policy Manual to update the format for policy 5.04 Absent Without Leave.

G. Human Resources Manual Policy Amendment - Format Updates for Policy 5.05 Civic Duty

Consider and act upon amending the Human Resources Policy Manual to update the format for policy 5.05 Civic Duty.

H. Human Resources Manual Policy Amendment - Format Updates for Policy 5.06 Military Duty

Consider and act upon amending the Human Resources Policy Manual to update the format for policy 5.06 Military Duty.

I. Human Resources Manual Policy Amendment - Format Updates for Policy 5.07 Maternity Leave.

Consider and act upon amending the Human Resources Policy Manual to update the format for policy 5.07 Maternity Leave.

J. Human Resources Manual Policy Amendment - Format Updates for Policy 5.02 Paid Sick Time (PST)

Consider and act upon amending the Human Resources Policy Manual to update the format for policy 5.02 Paid Sick Time (PST).

Action: Approve consent agenda items A thru J presented:

Motion: Vice Mayor Hunseder

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

8. NEW BUSINESS

A. Oath of Office for Elected Mayor and Council Members

Judge Kelley administered the Oath of Office to Mayor Elect Robyn Prud'homme-Bauer and Council Members Elect Marney Babbitt-Pierce and Debbie Hunseder.

B. PUBLIC HEARING - The Highlands at Clarkdale

The Council will hold a public hearing to take public comment on Application No. 230147, the Highlands at Clarkdale, for approval of a Preliminary Plat, comprised of 48 single family residential lots on approximately 18.56 acres of an approximately 23.84 acre vacant parcel of land generally located at the Northwest corner of SR 89A, Cement Plant Road and Clarkdale Parkway. (APN 400-05-010G). Applicant: Jon Lash-Plateau Partners II, LLC.

Jackie Salit – Clarkdale resident. Would like the developer to consider infrastructure improvements to the Town or school.

Sheryl Vandergraff – Clarkdale resident. Lives close to the development area and concerned that the project has been pushed through.

Sierra Hutchinson - Clarkdale resident. This new development will be the first thing people see when coming into Clarkdale. Also concerned with school capacity and the need for an additional School Resource Officer.

C. The Highlands at Clarkdale

Discuss, consider and act upon application No. 230147, the Highlands at Clarkdale, for the approval of a Preliminary Plat subdividing approximately 18.56 acres of a 23.84 acre parcel into 48 residential lots on a vacant parcel of land generally located at the Northwest corner of SR 89A, Cement Plant Road and Clarkdale Parkway. (APN 400-05-010G). Applicant: Jon Lash-Plateau Partners II, LLC.

Action: Approve application No. 230147, the Highlands at Clarkdale, for the approval of a Preliminary Plat subdividing approximately 18.56 acres of a 23.84 acre parcel into 48 residential lots on a vacant parcel of land generally located at the Northwest corner of SR 89A, Cement Plant Road and Clarkdale Parkway:

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

D. Ratification of the Grant Application to the Arizona Energy Efficiency and Conservative Block Grant (EECBG) Program

Discuss, consider and act upon the ratification of a grant application to the Arizona Energy Efficiency and Conservative Block Grant (EECBG) Program for \$196,000 for two fully outfitted Police Department Electric Vehicles (EVs).

Action: Approve the ratification of a grant application to the Arizona Energy Efficiency and Conservative Block Grant (EECBG) Program for \$196,000 for two fully outfitted Police Department Electric Vehicles (EVs) and authorize the Town Manager to sign all documents related to this grant if awarded:

Motion: Vice Mayor Hunseder

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

E. Yavapai-Apache Land Acknowledgement Statement

Discuss, consider and act upon adopting a land acknowledgment statement to be included on future Council agendas and for use in official Town communication as needed.

Action: Table this item for future discussion at a later date:

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

F. Selna Mongini Park

Discuss, consider and act upon awarding a contract with Fann Contracting through Gordian for the construction of improvements to the Selna Mongini Park and approve a State Parks Land and Water Conservation supplemental grant request.

Action: Approve the contract with Fann Contracting in the amount of

#2,726,589.40 and authorize staff to apply and accept Land and Water Conservation grant funds up to \$500,000; and, if needed to relocate funds from CIP Project G08 to CIP Project P01 in the amount of \$225,000; and to authorize the Town Manager to sign all necessary documents including change orders up to 10%, and to make ministerial changes to the agreement if needed:

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

9. FUTURE AGENDA ITEMS

Town Council proposed the following item to be placed on a future agenda:
Yavapai-Apache Land Acknowledgement Statment

10. ADJOURNMENT

Action: Motion to Adjourn:

Motion: Vice Mayor Hunseder

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

Mayor Prud'homme-Bauer adjourned the meeting without objection at 8:24 p.m.

APPROVED:

DocuSigned by:

8929FF8DC34438

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 12th day of November 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Date approved by Town Council: Dec. 10, 2024

DocuSigned by:

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Charity Brooks, Town Clerk