



**NOTICE OF A REGULAR MEETING OF THE TOWN COUNCIL  
OF THE TOWN OF CLARKDALE  
TUESDAY, JULY 22, 2025 AT 3:00 PM**

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

OR

Join Zoom Meeting

<https://us02web.zoom.us/j/85821770397>

Meeting ID: 858 2177 0397

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 22, 2025, 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](http://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. PUBLIC COMMENT**

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 five minutes.

#### **4. NEW BUSINESS**

##### **A. Ordinance #444 - Adoption of the 2025-2026 Property Tax Levy**

Discuss, consider and act upon Ordinance #444, amending Ordinance #443, adopting a Primary Tax Levy upon each one-hundred dollars (\$100) of the net assessed valuation of property subject to taxation within the Town of Clarkdale for the fiscal year ending June 30, 2026.

##### **B. Resolution #1740 - 2025 CFO Designation**

Discuss, consider and act upon Resolution #1740 - Designating Brittany Earles as the Chief Fiscal Officer for officially submitting the Fiscal Year 2025 Expenditure Limitation Report to the Arizona Auditor General.

#### **5. FUTURE AGENDA ITEMS**

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

#### **6. 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.*



# Staff Report

Item Number: 4.A.

---

**Agenda Item:****Ordinance #444 - Adoption of the 2025-2026 Property Tax Levy**

Discuss, consider and act upon Ordinance #444, amending Ordinance #443, adopting a Primary Tax Levy upon each one-hundred dollars (\$100) of the net assessed valuation of property subject to taxation within the Town of Clarkdale for the fiscal year ending June 30, 2026.

**Staff Contact:**

Susan Guthrie, Town Manager

**Meeting Date:**

July 22, 2025

**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 24, 2025, 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 Town Council adopted Ordinance #443 on July 8, 2025, with a tax rate of \$1.3443. This rate would have resulted in a tax levy of \$728,655, \$655 greater than the amount discussed in the Truth in Taxation hearing.

Therefore, with ordinance #444, the Town is reducing the tax rate to \$1.3431 to match the levy amount of \$728,000.

The recommended tax rate for the fiscal year ending June 30, 2026, is \$1.3431 to raise \$728,000 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     |
|-------------|----------|-----------|
| 2022-2023   | \$1.4765 | \$620,127 |
| 2023-2024   | \$1.415  | \$639,000 |
| 2024-2025   | \$1.3443 | \$667,000 |
| 2025-2026   | \$1.3431 | \$728,000 |

**Budget Impact:** \$728,000 to General Fund revenue.

**Recommendation:** Staff recommends that the Council adopt Ordinance #444, amending Ordinance #443, establishing a primary property tax rate of \$1.3431, resulting in a levy of \$728,000 for the fiscal year ending June 30, 2026.

## **ORDINANCE #444**

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CLARKDALE, YAVAPAI COUNTY, ARIZONA, AMENDING ORDINANCE #443 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 2025-2026.

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, held a Truth in Taxation public hearing on the 24<sup>th</sup> day of June 2025, whereby any taxpayer was privileged to appear and be heard in favor of or against any of the proposed expenditures/expenses or tax levies, in compliance with A.R.S. § 42-17107.

WHEREAS, thereafter, the Council in its regular meeting adopted its fiscal year 2025-2026 budget in the amount of \$728,000.

WHEREAS, pursuant to A.R.S. § 42-17151, the tax levy shall equal the total of amounts proposed to be spent in the budget for the current fiscal year.

WHEREAS, on June 24, 2025, the Council adopted Ordinance #443 by roll call vote, establishing the tax levy for Fiscal Year 2025-2026 at the rate of \$1.3443, an amount believed sufficient to raise \$728,000 in total taxes; however, the rate times the net assessed values result in \$655 more than needed to meet the budget requirements.

WHEREAS, the Council now desires to amend Ordinance #443 to levy an amount of taxes equal to the total expenditures proposed in the Town's adopted budget for Fiscal Year 2025-2026, in the amount of \$728,000, 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. Ordinance #443, previously adopted by the Common Council of the Town of Clarkdale on June 24, 2025, which established the tax levy for Fiscal Year 2025-2026, is hereby amended in its entirety to read as follows.

SECTION 2: There is hereby levied on each one hundred dollars (\$100) of net 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 that results in a levy of \$728,000. Council hereby adopts the rate of \$1.3431, which is sufficient to generate a primary property tax levy of seven hundred twenty-eight thousand dollars (\$728,000), 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 3: Yavapai County is the tax assessing and collecting authority for the Town of Clarkdale, and 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.

## ORDINANCE #444

SECTION 4: 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 5: This ordinance shall be in full force effect from and after its passage by the Council and approval by the Mayor.

PASSED AND ADOPTED by the Mayor and Council of the Town of Clarkdale, Arizona, this 22<sup>nd</sup> day of July 2025.

ATTEST:

---

Robyn Prud'homme-Bauer, Mayor

---

Charity Brooks, Town Clerk

**APPROVED AS TO FORM:**

---

Stephen Polk, Town Attorney

Passed:

Posted:

Published:

Effective:



# Staff Report

Item Number: 4.B.

---

**Agenda Item:**

**Resolution #1740 - 2025 CFO Designation**

Discuss, consider and act upon Resolution #1740 - Designating Brittany Earles as the Chief Fiscal Officer for officially submitting the Fiscal Year 2025 Expenditure Limitation Report to the Arizona Auditor General.

**Staff Contact:**

Susan Guthrie, Town Manager

**Meeting Date:**

July 22, 2025

**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:**

A.R.S. §41-1279.07(E) requires each county, city, town, and community college district to annually provide to the Arizona Auditor General by July 31 the name of the Chief Fiscal Officer, the governing body designated to officially submit the current year's annual expenditure limitation report (AELR) on the Governing Body's behalf.

Resolution #1740 meets the requirements of the Auditor General.

**Budget Impact:**

No budget impact.

**Recommendation:**

Staff recommends that the Council approve Resolution #1740 - Designating Brittany Earles as the Chief Fiscal Officer for officially submitting the Fiscal Year 2025 Expenditure Limitation Report to the Auditor General.

**RESOLUTION #1740**

**A RESOLUTION OF THE TOWN OF CLARKDALE, ARIZONA, MAYOR AND  
COMMON COUNCIL, DESIGNATING THE CHIEF FISCAL OFFICER FOR  
OFFICIALLY SUBMITTING THE FISCAL YEAR 2025 EXPENDITURE LIMITATION  
REPORT TO THE ARIZONA AUDITOR GENERAL**

**RECITALS:**

WHEREAS, A.R.S. §41-1279.07(E) requires each county, city, town, and community college district to annually provide to the Arizona Auditor General by July 31 the name of the Chief Fiscal Officer the governing body designated to officially submit the current year's annual expenditure limitation report (AELR) on the Governing Body's behalf; and

WHEREAS, the Town of Clarkdale Mayor and Council desire to designate Brittany Earles as the Town's Chief Fiscal Officer.

WHEREAS, Entities must submit an updated form and documentation for any changes in the individuals designated to file the AELR.

**ENACTMENTS:**

**NOW THEREFORE BE IT RESOLVED** BY THE TOWN OF CLARKDALE, ARIZONA, MAYOR AND COUNCIL as follows:

SECTION 1. The recitals above are hereby incorporated as if fully set forth herein.

SECTION 2. Brittany Earles is hereby designated as the Town's Chief Fiscal Officer for the purpose of submitting the fiscal year 2025 AELR to the Arizona Auditor General on the governing body's behalf.

PASSED AND ADOPTED by the Town of Clarkdale, Arizona Mayor and Council, this 22<sup>nd</sup> day of July 2025.

**ATTEST:**

---

Robyn Prud'homme-Bauer – Mayor

---

Charity Brooks, Town Clerk