



**SUMMARIZED MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE
TUESDAY, JULY 8, 2025 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; Joni Westcott, Parks and Recreation Director; Lou Andersen, Public Works Director; D.K. Green, Grants Manager; Ruth Mayday, Assistant Town Manager; Randy Taylor, Police Chief

Zoom: Two members of the public were present.

Audience: Approximately eight 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

Heather Markham-Creasman – Clarkdale resident in Mountain Gate. She would like to see sidewalks that connect Mountain Gate to Clarkdale to aid in safety and independence for people in wheelchairs.

Paul Creasman – Clarkdale resident in Mountain Gate. Concerned about lack of sidewalks on Clarkdale Parkway.

Town Manager Susan Guthrie shared that sidewalks on Clarkdale Parkway and Cement Plant Road are under design.

Cory Harkey – Verde Valley Fire Department – Provided an update on the recent Orchard Fire near Yavapai College.

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
No meeting.
- NACOG - Northern Arizona Council of Governments
Discussion included a recap of last year and reduced funding.
- NAMWUA - Northern Arizona Municipal Water Users Association
Meeting next Friday.
- TPAC – Transportation Policy Advisory Council
Working on Regional Projects Priority List.
- VFLC – Verde Front Leadership Council
Will meet at the end of July.
- Sustaining Flows Committee
No meeting.
- Yavapai Communities for Young Children
No meeting.
- Vulnerable Road Users SHSP Emphasis Area Team
Discussion regarding what ADOT can do better when planning new roadways and creating a new educational piece.
- NACOG Community Action Board (CAB)
No meeting.

5. MEMORANDUM TO COUNCIL

A. Special Event Liquor License Recommendation

Information provided by the Clarkdale Police Department regarding the approval of a Special Event Liquor License for the 11th Annual Clarktoberfest on Saturday, Oct. 4, 2025.

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 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 special meeting held on June 16, 2025; the draft minutes from the special meeting on June 24, 2025; and the draft minutes from the regular meeting held on June 24, 2025.

B. Ordinance #440 - Zone Change Request from Single-Family and Limited Multiple-Family (R2) to Commercial

Consider and act upon Ordinance #440, regarding a zone change request for Application No. PC-250024, APN 400-07-026F (414 Peace Garden Path, Clarkdale, AZ, a 5.37-acre lot) to change the zoning designation from Single Family and Limited Multiple Family Residential (R2) to Commercial (C), to accommodate the establishment of an Arts and Wellness Center.

C. Ordinance #442 - Amending the Final Plat for The Crossroads at Mingus

Consider and act upon Ordinance #442, amending the final plat for The Crossroads at Mingus by combining Lots 11 and 12, and waive the statutory hearing process as provided in Chapter 12, Subdivision Regulations, Section 12-1-090 Re-subdivision of Land.

D. Personnel Budget Increase in Community Development

Consider, and act upon increasing the personnel budget in Community Development for the FY2025-2026 Budget.

Action: Approve consent agenda items A thru D as presented:

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. Ordinance #441 - Amending Town Code Chapter 17 to Clarify Design Review Responsibilities

Discuss, consider and act upon Ordinance #441, amending the Town Code Chapter 17, Boards and Commissions; Article 17-5 Planning Commission; and Section 17-5-4 Design Review.

Public Comment: Mike Lindner, Clarkdale resident. Disagrees with Planning Commission being responsible for design review for properties in the Historic District that do not opt in to the Historic Preservation Ordinance.

Action: Approve Ordinance #441, amending the Town Code Chapter 17, Boards and Commissions; Article 17-5 Planning Commission; and Section 17-5-4 Design Review and authorize the Mayor, Town Attorney and Town Clerk to execute all documents:

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

B. Ordinance #443 - Adoption of the 2025-2026 Property Tax Levy

Discuss, consider and act upon Ordinance #443, adopting a Primary Tax Levy in the amount of \$.13443 per hundred of the assessed valuation (\$1.3443 per thousand of assessed valuation) for the fiscal year ending June 30, 2026.

Action: Approve Ordinance #443, setting a Primary Property Tax rate in the amount of \$.13443, which is sufficient to generate a primary property tax levy of \$728,000 for the fiscal year ending June 30, 2026, and authorize the Mayor, Town Attorney and Town Clerk to execute all documents:

Motion: Council Member O'Neill

Second: Council Member Babbitt-Pierce

Vote: Approved 5-0

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

C. FY 2025-2026 Pavement Management

Discuss, consider and act upon proposals from Cactus Asphalt for pavement preservation in an amount not to exceed \$690,000.

Action: Approve the proposal from Cactus Asphalt for pavement preservation in an amount not to exceed \$690,000 and authorize the Town Manager to execute all documents:

Motion: Vice Mayor Hunseder

Second: Council Member Jones

Vote: Approved 5-0

<u>Voting Member</u>	<u>Aye/Nay</u>
<u>Mayor Robyn Prud'homme-Bauer</u>	<u>Aye</u>
<u>Vice Mayor Debbie Hunseder</u>	<u>Aye</u>

<u>Council Member Lisa O'Neill</u>	<u>Aye</u>
<u>Council Member Marney Babbitt-Pierce</u>	<u>Aye</u>
<u>Council Member Laura Jones</u>	<u>Aye</u>

D. Tiffany Construction Proposal and Contract - 3rd North Sewer Project No. 223371

Discuss, consider and act upon a proposal from Tiffany Construction in the amount of \$1,863,712.73 for the 3rd North Sewer Replacement Project.

Action: Approve the proposal from Tiffany Construction in the amount of \$1,863,712.73 for the 3rd North Sewer Replacement Project and authorize the Town Manager to approve change orders, not to exceed \$2 million and authorize the Town Manager to execute all documents:

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

E. FY 2024-2025 Budget Transfers

Discuss, consider and act upon the budget transfers for the 2024-2025 fiscal year.

Action: Approve the budget transfers as presented for the 2024-2025 fiscal year:

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
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8. FUTURE AGENDA ITEMS

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

9. 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 7:04 p.m.

APPROVED:

DocuSigned by:
Robyn Prud'homme-Bauer
8929FEE8DC34438...

Robyn Prud'homme-Bauer, Mayor

ATTESTED/SUBMITTED:

DocuSigned by:
Charity Brooks
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 8th day of July 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Date approved by Town Council: Aug. 12, 2025

DocuSigned by:
Charity Brooks
DB39AF58C12F414...


Charity Brooks, Town Clerk