

AGENDA



**REGULAR SESSION
HOUSING COMMISSION
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
TUESDAY, June 19, 2007
at 4:00 P.M.**

As a reminder, if you are carrying a cell phone, pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time to minimize disruption of tonight's meeting.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) May 29, 2007 Special Session
 - b) **Set Next Meeting:**
 - 1) July 17, 2007 4 p.m. Regular Session
5. **Call to the Public for Items not on the Agenda.**
6. **Staff presentation followed by Housing Commission discussion and consideration regarding the upcoming Public Meeting for the Town owned 5-acre property located on Cliffs Parkway. The meeting is being facilitated by the Town in conjunction with the Drachman Institute on July 31, 2007 at 6:00 p.m. at the Town Hall Complex in Room 206/207.**
7. **Call to the Public for Items not on the Agenda.**

There will be no Public input on the following items:

8. **Commission Informational Reports:** Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.
9. **Staff Report**
10. **Adjournment**

Posted by: _____

Date/Time: _____

Note: Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Council may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk.

**MINUTES
SPECIAL SESSION
HOUSING COMMISSION
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
TUESDAY, May 29, 2007
4:00 P.M.**

**Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Commission motions to facilitate future research.
Public input, where appropriate, is heard prior to the motion.**

1. **Call to Order**
The meeting was called to order at 4:00 p.m.
2. **Roll Call**
Chairperson Bach, Vice Chairperson Garrison, Commissioners McReynolds, Everett and Buchanan were present; Commissioner Freeman arrived at 4:02 p.m.; Commissioner Roddan arrived at 4:17 p.m.

Also Present: Housing Department Director Matt Morris and Recording Secretary Margaret Harper.
3. **Pledge of Allegiance**
The Pledge was led by Garrison.
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) April 17, 2007
 - b) **Set Next Meeting:**
 - 1) June 19, 2007 4 p.m. Regular Session

On a motion by McReynolds, seconded by Everett, the Consent Agenda was unanimously approved as presented.
5. **Call to the Public for Items not on the Agenda.**
There was no public input.
6. **Discussion and consideration regarding a possible Employer/Employee survey.**
Director Morris explained that Commissioners Freeman and Buchanan had been working together on editing the proposed survey. A discussion followed, with input from both Freeman and Buchanan, regarding continuing to pursue the survey and how employers could be persuaded to become involved, as well as whether there might be possible tax benefits to them. The members agreed that the survey nevertheless would provide valuable feedback to the Commission in its efforts to provide attainable housing; ideas, thoughts or suggestions to assist Freeman and Buchanan on the project will be funneled to them through Director Morris. After the survey is completed, a report on the results may be submitted to Council.
7. **Discussion and consideration of the May 29th Joint Work Session @ 6:00 p.m. in Room 206/207, including each Camp Verde Commission, to share and discuss current Commission efforts.**
Director Morris suggested that the Commission plan the format for hosting the planned Work Session following this meeting. Among the suggestions made were for Buchanan to act as the moderator, and for Morris to make the introductions and explain what the Housing Commission is all about, after which a representative from each Commission will be asked to speak. It was agreed that the main emphasis is for all the Commissions to learn as much as possible about each other's needs and activities, on an ongoing basis, and how they might be able to interact

and develop a better understanding and appreciation of their different goals and responsibilities, and to be able to work together effectively.

8. **Call to the Public for Items not on the Agenda.**

There was no public input.

9. **Commission Informational Reports:**

Everett reminded everyone about the upcoming Crawdad Festival, and passed out some discount coupons for the members.

Roddan reported on her attendance at the Arizona Housing Institute meeting that included what is happening on the 5-acre project.

Garrison said that this meeting is her last one for the Housing Commission since she has been elected to the Council and can no longer sit as a member of the Commission. She expressed her appreciation for the opportunity to serve and how much she enjoyed working with all.

Freeman explained that he will be involved for the next 4 to 6 weeks in caring for his wife after her surgery; however, he hopes to keep in touch from time to time through periodic visits as well as e-mails in the interim.

Buchanan reported on her attendance at the May 1st Habitat for Humanity presentation; they are looking into branching out to a regional effort with the Flagstaff Habitat; the price of land is becoming a serious obstacle to their programs. On Friday, June 1st there will be another Verde Valley Economic Development core group meeting at the Yavapai County Board of Supervisors meeting room in Cottonwood. Buchanan also said she will be on vacation in Alaska and will miss the June 19th Commission meeting.

10. **Staff Report**

Morris said he attended the Intergovernmental meeting last week in Sedona where the first agenda item was the regional housing effort; housing is currently a hot topic. Morris has been appointed as the representative from Camp Verde. Morris was invited by the Director of the Department of Housing to give a presentation on what Camp Verde is doing; it will be at the Aspen Ridge Apartments in Cottonwood on Friday, June 1st, at 10:00 a.m. Those interested in attending the 2007 Governor's Housing Forum should notify Morris.

Morris reported that the Home Grant is in the process of the environmental review; the request for release of funds will be the next step and Morris has been receiving numerous calls inquiring about help with home repairs. Morris also gave an update on the 5-acre property, and distributed copies of a conceptual drawing preparing by the Drachman Institute. After planned staff meetings there will be another public meeting in Phoenix with the Drachman Institute based on further staff input. Morris also commented on the need for another Housing Commissioner, as well as his effort to include funding in the upcoming budget for an assistant.

11. **Adjournment**

On a motion by Garrison, seconded by Buchanan, the meeting was adjourned at 4:52 p.m.

Chairperson Jeremy Bach

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Housing Commission of the Town of Camp Verde during the Special Session of the Housing Commission of Camp Verde, Arizona, held on the 29th day of May 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2007.

Margaret Harper, Recording Secretary

DRAFT

STAFF REPORT

Housing Commission Meeting

June 19, 2007

Title

6. Staff presentation followed by Housing Commission discussion and consideration regarding the upcoming Public Meeting for the Town owned 5-acre property located on Cliffs Parkway. The meeting is being facilitated by the Town in conjunction with the Drachman Institute on July 31, 2007 at 6:00 p.m. at the Town Hall Complex in Room 206/207.

Description of Item

The Drachman Institute has been working diligently since our last public meeting, held on April 10th, on revised site plans and general housing strategies. The representative group met with Drachman on June 13th where conceptual housing strategies were presented. Drachman is continuing to develop the concepts and plans to present these to the Town at our next Public Meeting scheduled for July 31st at 6:00 p.m. @ the Main Town Hall Complex in Room 206/207.

This will be the last public meeting Drachman will be participating in prior to drafting their final materials and report as per the scope of work. As such, it is important that we have a good turnout for the July meeting. Please be ready to discuss ideas on public outreach and advertisement for the upcoming meeting.

Attachments

None

Prepared by

Matt Morris