

AGENDA



**REGULAR SESSION
HOUSING COMMISSION
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
TUESDAY, July 15, 2008
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) June 17, 2008 Regular Session
 - b) **Set Next Meeting:**
 - 1) August 19, 2008 4 p.m. Regular Session
 5. **Call to the Public for Items not on the Agenda.**
 6. **Presentation by Ms. Carla Perry, Property Manager of the Arnold Terrace Apartments, regarding rental-housing program followed by Commission discussion and consideration.** (*Arnold Terrace Apartments provides rental housing affordable to low income persons in Camp Verde.*)
 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:

Trina Bordin

Date/Time:

7/11/08 3:40 pm

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
REGULAR SESSION
HOUSING COMMISSION
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
TUESDAY, June 17, 2008
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 Buchanan, Commissioners McReynolds, Davis, Roddan, and Varela were present; Member Freeman arrived at 4:09 p.m.

Also Present: Housing Department Director Matt Morris, Housing Department Summer Intern Liyu Wang, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Roddan.

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 20, 2008 Regular Session
- 2) June 3, 2008 Special Session

b) **Set Next Meeting:**

- 1) July 15, 2008 4 p.m. Regular Session

On a motion by Buchanan, seconded by McReynolds, 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. **Introduction of Housing & Neighborhood Revitalization Department Summer Intern, Ms. Liyu Wang.**

Director Morris introduced Liyu Wang, whose internship in the Housing Department commenced last week. Ms. Wang reviewed her background in environmental engineering in Shanghai, and her subsequent interest in the many issues found in planning, including social justice and housing. During her presentation, Ms. Wang outlined how the Chinese government retains ownership of land, granting only the use of the property for construction of homes, and described the wide gap between the wealthy and the poor.

Following the presentation, Morris reviewed the project Ms. Wang is currently working on; the members welcomed Ms. Wang, and expressed appreciation for the interesting information she had shared.

7. **Presentation by BSB Design of their conceptual plan for the Parkway Homes development on the Town owned 5-acre property located on Cliffs Parkway, followed by discussion and consideration by Housing Commission.**

Director Morris distributed copies of the subject conceptual site plan for reference during the presentation. Morris explained that BSB Design had learned about the proposed Parkway Homes project and expressed interest in doing some pro bono work, looking at the 5-acre site, and coming up with an alternate conceptual plan.

Dana Burkhardt, on behalf of BSB Design, outlined the background of his company, and explained that the conceptual site plan represents an alternative design to the Drachman Institute plan to aid in the feasibility study for developing the site. Mr. Burkhardt gave a detailed Power Point presentation to illustrate their work specializing in the planning and design of cost effective housing in all price ranges and styles. The Commissioners reviewed and discussed with Mr. Burkhardt in detail the conceptual plan his company had developed. At the conclusion of the presentation, Morris reminded the members that this is the third entity from which input has been sought, and thanked Mr. Burkhardt for coming up from the Valley to speak to the Commission.

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

There was no public input.

9. **Commission Informational Reports:**

McReynolds commented on his participation on the Loan Committee, going through their first set of applications.

Davis also spoke about the Loan Committee review of applications, adding that there appears to be a lot of need out there.

Varela agreed on the great amount of time spent on the applications, and said he felt that he helped to some degree.

Buchanan reported on her attendance at the Camp Verde Unified School District Public Forum on Facilities Development on June 3rd; the planning being done is fascinating, and she encouraged everyone to participate since an understanding of what the School District is going to do with their development efforts could enhance the work being done by the Commission. Buchanan suggested setting a **future agenda item** to invite the School Superintendent, or representative, to share an outline of their proposed development plans with the Commission.

Bach apologized for not yet having the Quarterly Reports done; he agreed that it would be helpful to be aware of what the School District is doing, and also encouraged participation.

10. **Staff Report**

Morris reported that the Council had approved the proposed resolutions recommended by the Commission at the Special Session. Morris reviewed the meeting with Ms. Williamson from the Housing Department in Sedona who has suggested a joint regional application CDBG funding from the State for attainable housing; that may be worth looking at for the future since Camp Verde is already in the process of individually applying for funding. Morris also commented on the hard work being done by the Loan Committee. He announced that the Youth Commission will be meeting this Thursday where the Housing Commission will make the last of the presentations regarding the five-acre site.

11. **Adjournment**

On a motion by McReynolds, seconded by Varela, the meeting was adjourned at 4:54 p.m.

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 Regular Session of the Housing Commission of Camp Verde, Arizona, held on the 17th day of June 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2008.

Margaret Harper, Recording Secretary

DRAFT

STAFF REPORT

Housing Commission Meeting

July 15, 2008

Title

- 6. Presentation by Ms. Carla Perry, Property Manager of the Arnold Terrace Apartments, regarding rental-housing program followed by Commission discussion and consideration.** *(Arnold Terrace Apartments provides rental housing affordable to low income persons in Camp Verde.)*

Description of Item

We have invited Ms Carla Perry, from Arnold Terrace Apartment, to present information pertaining to their low income rental housing. This apartment facility was constructed in 1985, and is located within the Camp Verde Town Site area on Arnold Street. This facility provides rental housing with rent amounts ranging from \$0 to \$662, which is dependant on income levels as residents do not pay over 30% of their monthly income for rent.

Attachments

None.

Prepared by

Matt Morris