

**MINUTES
REGULAR SESSION
HOUSING COMMISSION
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
TUESDAY, March 17, 2009
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, Roddan, Blue and Varela were present; Commissioner Davis was absent.

Also Present: Special Projects Administrator Matt Morris 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) January 20, 2009 Regular Session
- 2) February 17, 2009 Regular Session – Cancelled

b) Set Next Meeting:

- 1) June 16, 2009 Regular Session

On a motion by Varela, seconded by Roddan, 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, consideration, and possible recommendation to Town Council of Proclamation declaring the month of April as "Fair Housing Month".

On a motion by Buchanan, seconded by Varela, the Commission unanimously voted to recommend to Town Council that they proclaim the month of April as "Fair Housing Month."

Matt Morris explained that the subject Proclamation was a yearly action taken by the Council during the month of April as one of the items mandated throughout the year by the terms of the Community Development Block Grant program.

Vice Chair Buchanan said she felt that without related special activities the Proclamation is a hollow gesture; Morris said that the Proclamation is only one of four items, and the other requirements would be considered separately and publicized through material informing the public.

7. Discussion, consideration and possible recommendation to Town Council of strategic goals and objectives to be accomplished by the Housing Commission during the 2009 year. (Item requested by Vice Chair Buchanan)

There was no action taken.

Buchanan said she had requested this agenda item for the specific purpose of brainstorming about what the Commission could hope to accomplish based on the curtailed meeting schedule recently imposed by Council as well as the substantially reduced amount of time that Morris has

been allotted for working with the Commission. Buchanan also commented on attending the meetings of the Verde Valley Housing Task Force and its regional impact.

Buchanan suggested that one goal would be to revisit Camp Verde's Housing Strategy which is now approximately 10 years old, perhaps by forming a subcommittee structure to meet and bring back proposed updates for the next quarterly meeting. The members discussed the issue of attending the Verde Valley Housing Task Force meetings; there was general consensus that it would be important to continue to concentrate on the local level, and to update the Housing guidelines in order to move forward, but not to isolate the community from the regional aspect of housing. As for remaining proactive and weighing in on important topics, Buchanan proposed that members of the Housing Commission should appear before Council and speak as an individual on a particular topic that is of interest and concern.

It was suggested that a member be appointed as a liaison to participate and provide community input for the Code updating project that has been assigned to Morris; Blue commented that the Town's direction of late has become very punitive in requiring compliance with certain Building Codes that have never been heretofore required in the IBC which affects the affordability of housing. Blue said he would like to see that the concerns of the Housing Commission are presented to the Council as a recommendation to have certain requirements in the Building Codes added or revised.

There was further discussion regarding defining the role of the Housing Commission, and general consensus that it is important for the Housing Commission to bring the Housing Strategy document up to date in broad terms of today's market, as opposed to the restrictions of "onerous government regulations" that curtail the role of buyers. Buchanan suggested that she and Chairman Bach meet and study the issues raised, and through a committee or another member create a framework on which to work at the June meeting. It was agreed that the Commission will follow through on the suggestion made by Buchanan. There was also discussion comparing the pros and cons of a Commission as opposed to a Committee, and agreement that committees be formed consisting of no more than three members of the Commission.

Blue requested an agenda item for discussion on whether to change the Commission to a Committee.

8. **Discussion, consideration, and possible recommendation to Town Council regarding possible direction to staff relative to holding in abeyance any actions relative to enforcing the transaction privilege tax on residential rental properties in the Town of Camp Verde, as an attainable housing strategy. (Item requested by Vice Chair Buchanan)**
On a motion by Blue, seconded by McReynolds, the Commission voted unanimously to recommend to Council that the Commission would use Linda as a liaison for tomorrow's meeting to inform the Council that the Housing Commissioners support putting the residential rental tax in abeyance.

Buchanan reviewed the action taken by Council at the meeting of March 4th regarding the subject tax, which was to hold imposition of the tax in abeyance; the issue will be heard again at the Council meeting set for March 18th. Buchanan also outlined the input from the public at that March 4th meeting, as well as input from the Town Attorney regarding the legal mechanism to enable the Council to hold the tax in abeyance. A brief discussion followed regarding the negative effect of the tax on affordable housing.

9. **Discussion, consideration and possible recommendation to Town Council regarding preparation of Housing Commission agendas and general staff support. (Item requested by Vice Chair Buchanan)**
On a motion by Buchanan, seconded by McReynolds, the Commission voted unanimously to recommend that we approach Town Council with the proposal that the Commission through the establishment of a liaison with our Housing staff person take a greater role in preparing the

agenda ensuring that we meet the legal requirements of posting and recording meetings; if approved the next step would be to select a liaison amongst ourselves.

Buchanan said that her intent for requesting this item was to try to determine how the Commission would be most effective and least burdensome, considering the constraints on the meeting schedule and Matt's reduced time in a supporting role. Buchanan suggested that the Commission take on the role of preparing the agendas with staff handling the legal posting requirements. The members discussed the proposal at length, including the role of the person assuming the related responsibilities and the support of staff. There was also discussion regarding establishing time frames for considering agenda items, as well as setting committee monthly work sessions at various locations and creating a simplified job description for the Commission.

10. **Discussion and consideration to build in time estimates into Housing Commission meeting agendas as a time managing measure to improve efficiency of meetings.**
(Item requested by Vice Chair Buchanan)

On a motion by McReynolds, seconded by Varela, the Commission voted unanimously to recommend that the Chairperson puts a time limit on agenda items, and the Chairperson should set the agenda items for future meetings and decide the time frame that should be allowed on that, an approximation within five or ten minutes; the Chairperson should be able to call that time is running out and we need to either decide or put it onto the future agenda.

Buchanan commented that in connection with other boards and commissions that she works on, when a time frame is established the meetings move along better. Reference was also made to the suggestion made by McReynolds in the previous item to establish time frames, which he then explained in greater detail.

11. **Staff presentation of HOME/HTF Grant #318-07 final report, including before and after photos of five homes rehabilitated or replaced through grant project.**

There was no action taken.

Morris gave a power point presentation illustrating the before conditions of the subject homes and the results after replacement and/or rehabilitation through a combination of the referenced Home Grant and Revolving Fund loans. Morris said that the actual replacements and improvements that were accomplished actually exceeded the number of homes specified in the original Grant application. Morris pointed out that when the State Department of Housing auditor reviewed the completed projects, she praised them as far exceeding several other programs, and was very happy with the reactions of the owners and the quality of the homes. Morris said he will be giving the presentation and a report to Council.

Roddan questioned Morris about the criteria mandating how the home owners had been selected, and procurement of the contractors to do the work. Roddan also questioned the bid process and expressed displeasure over the local businesses apparently having been passed over in opposition to the Home Rule. Morris suggested that if Roddan had an issue with the way it had been handled she should file a formal complaint. Roddan continued to detail at length her objection and extreme disappointment to what she felt was an adverse impact on the local businesses by their "systematic" exclusion from participation in the bidding process.

Morris was thanked by the members for the work accomplished and the work of the loan committee, and there were comments on the reactions of the home owners to what they had received and their vows to somehow give back to the community in return. Morris requested that the members let the community know that a waiting list is being developed for future program participants.

Roddan **stated for the record** that Prescott Valley businesses do not pay Camp Verde taxes and "we do," adding that there were two highly qualified vendors right here in Town that were

completely snubbed. Bach commented that there are many factors involved, but he was glad to see that everybody was happy; Roddan countered with the comment that everybody is not happy; she is 50% happy the people got homes, and 50% extremely disappointed in a project poorly done that failed, and taxes that were lost.

12. **Commission Informational Reports:**

McReynolds commented on the outstanding work that was done, and projects to look forward to.

Roddan said she did not attend the meeting on the finished homes as a form of civil protest against the process because "it was wrongly done."

Blue said he thought it was interesting that local municipalities are looking at trying to re-stimulate the housing affordability and putting in abeyance the current impact fees.

Buchanan said she would do her best to attend the next Regional Housing Task Force meeting to help keep the Commission informed; also, she hopes that individual members will avail themselves of additional training such as was just given in Flagstaff in a daylong workshop. Buchanan said she looks forward to the committee work to be done, and to attending the Council meeting tomorrow night; she will send her comments to Matt on the items addressed. *(Roddan requested that Buchanan also stress to Council that jobs should be given to local businesses, and further outlined that critical need.)*

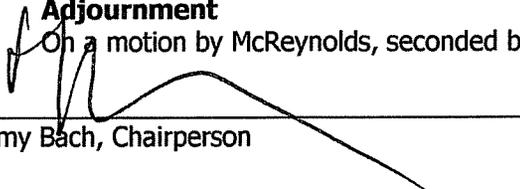
Bach thanked Linda for including great recommendations for dialog between the members and staff, and noted that there are some issues to look forward to in connection with the next meeting.

13. **Staff Report**

Morris gave a comprehensive report on the meeting last month of the Verde Valley Housing Task Force. The main topic involved a discussion on the Task Force in terms of its goals and future direction, and utilizing the resources of NACOG. The Task Force will meet again April 23rd, tentatively; members will be notified by e-mail. Morris reminded the members that the Housing Department is closing down shop, and he appreciates the great work done by the members.

14. **Adjournment**

On a motion by McReynolds, seconded by Varela, the meeting was adjourned at 5:48 p.m.

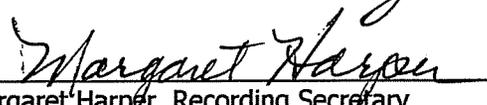


Jeremy Bach, Chairperson

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 March 2009. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 16th day of June, 2009.



Margaret Harper, Recording Secretary