

**MINUTES  
REGULAR SESSION  
HOUSING COMMISSION  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
TUESDAY, March 20, 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 4:05 p.m. by Vice Chairperson Garrison.
2. **Roll Call**  
Vice Chairperson Garrison, Commissioners Everett, Buchanan and Freeman were present; Commissioner McReynolds arrived at 4:09 p.m.; Chairperson Bach was absent; Commissioner Carter has submitted his resignation.  
  
**Also Present:** Housing Department Director Matt Morris and Recording Secretary Margaret Harper.
3. **Pledge of Allegiance**  
The Pledge was led by Buchanan.
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) February 20, 2007
  - b) **Set Next Meeting:**
    - 1) April 17, 2007 4 p.m. Regular SessionOn a motion by Buchanan, seconded by Freeman, 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. **Presentation by Jessica Williamson, Housing Planner for City of Sedona, followed with Commission discussion and consideration.**  
Housing Director Matt Morris introduced both Jessica Williamson, Housing Planner for the City of Sedona, and Diane Smith, Chairperson of the Sedona Housing Commission, who referred to the literature they had distributed to the members, in part illustrating that Sedona is not alone in escalation of housing costs beyond the reach of those who work in the community. Acknowledging that the problem is a regional issue, their presentation reviewed in detail the ongoing challenges and strategy of the Sedona Housing Commission to address the need for workforce housing, and the problem of overcoming the public's misconception that it is "low-income" housing.  
  
During the ensuing discussion, Ms. Williamson agreed to share with the Commission the questionnaires, or worksheets, that were used for Sedona's survey of business employers, and some employees, and collection of data.
7. **Discussion, consideration, and recommendation to Council regarding Church/Library proposal for the Town owned 5-acre property located on Cliffs Parkway.**  
On a motion by Buchanan, seconded by McReynolds, the Commission voted unanimously as follows: The Housing Commission strongly recommends against the proposed trade of the 5-acre property located on Cliffs Parkway for Parcel 403-22-008 for the following reasons:
  - **The speculative rezoning on the Church Property;**

- **the lack of public access to Parcel 403-22-008;**
- **the problematic water and sewer infrastructure at Parcel 403-22-008;**
- **the increased traffic congestion and safety considerations that a library and church on the Cliffs parcel would create;**
- **the limited opportunity for future expansion of the library being restricted to half of the existing site;**
- **the commitment that the Town of Camp Verde has made to the Arizona Department of Housing in soliciting their guidance and support on our workforce housing goal;**
- **the unbudgeted expenditure of cash at this time; and**
- **the immediate need for workforce housing.**

The Commission first unanimously agreed to address both Items 7 and 8 simultaneously prior to taking action on Item 7.

Director Morris displayed a site plan in connection with the proposal made at the Town Council meeting on February 27<sup>th</sup> for a land exchange between the Jehovah's Witness Church and the Town of Camp Verde involving the five-acre property at the Cliffs. The Council has requested recommendations from this Commission and the Library Commission in order before proceeding further. The church would build its facility on 2-1/2 acres of the property, with the Library being constructed on the other 2-1/2 acres. In exchange for the Cliffs 2-1/2 acres, the Town would receive a 2-1/2 parcel of the church land off of Industrial Drive, **Parcel 403-22-008**, that could be rezoned to Industrial. Morris outlined the incentives offered by the church as part of the proposal, and the cash outlay that would be required by the Town, based on the potential values of the respective properties as estimated by the church.

Following the staff presentation on Item 8, the members held an in-depth discussion of the proposed exchange, expressing various concerns including anticipated traffic and safety concerns with both the church and the library at the Cliffs site, water quality and water and sewer systems at the church property, the existing private easement on the church property, the speculative nature of the proposed trade, library future expansion limited to only 2-1/2 acres, and sidetracking the goal of providing attainable housing. Reviewing their concerns, the members arrived at a consensus of opinion as set forth in the formal recommendation to Council.

During the discussion, an idea that had been proposed by a property owner in the Cliffs development was reported to the Commission: that the residents might consider being assessed the funds to form an Improvement District to purchase the 5-acre parcel outright and thereby have complete control of the property with the cash going to the library.

**8. Staff presentation followed by Housing Commission discussion and consideration regarding the February 26<sup>th</sup> Neighborhood Meeting and the March 13<sup>th</sup> Public Meeting and the upcoming April 10<sup>th</sup> Public Meeting pertaining to the Town owned 5-acre property located on Cliffs Parkway.**

Director Morris reported on the field trip to Flagstaff to tour the Rio Homes development to view that mix of market and attainable homes, and reviewed the recent public meetings. Morris believes that public response seems to be changing in favor of the efforts to build attainable housing, but there is not yet a complete consensus. The Drachman Institute is planning to present approximately three different scenarios at the April 10<sup>th</sup> meeting for the 5-acre parcel. Morris hopes to have those plans available for the Commission to review prior to the meeting. Morris added that he needs all the volunteer help possible in connection with phone calls, creating and distributing flyers, and helping with surveys.

**9. Discussion, consideration, and possible recommendation to Council regarding a possible Employer/Employee survey.**

On a motion by Buchanan, seconded by Everett, the Commission voted unanimously to recommend that Town Council authorize an Employer/Employee survey encompassing workforce

housing needs, with the intent that the survey be conducted through staff, the Drachman Institute, and to whatever extent possible the volunteer effort of the Housing Commission.

Morris pointed out the material he had distributed as well as provided in the agenda packets regarding the names and addresses of Camp Verde businesses. Also included were the revised proposed Employer/Employee surveys. The members reviewed the proposed questionnaires projected on the screen and discussed how to use them in order to generate the most helpful information. It was agreed that the sample survey material to be provided by the Sedona Housing representative would also be of benefit; also, samples from other communities could also be researched. There was some concern expressed regarding a perceived lack of support from the Town Council, based on a recent newspaper article. Morris confirmed that there is a time limit for taking advantage of the help being available from the Drachman Institute. Morris suggested that Council approval for the survey could be requested in April, and in the interim a Work Session could be held for the Commission to study the Sedona material and fine tune the proposed questionnaires. Morris stressed that because of the staff shortage the survey would necessarily involve the direct participation of the members.

10. **Discussion, consideration, and possible recommendation to Council regarding Town efforts to promote National Fair Housing Month in April.**

On a motion by Buchanan, seconded by McReynolds, the Commission voted 4-1 to recommend that Council issue a proclamation in accordance with the National effort regarding promoting Fair Housing Month in April; Freeman abstained.

Morris said that a copy of the 2003 Presidential Proclamation declaring April as Fair Housing month had been included in the agenda packet for the Commission to review for a possible recommendation to Council.

The Commission briefly discussed the issue of "fair housing," suggesting that it may not be a problem in Camp Verde and may even dilute the scope of what the Housing Commission is trying to focus on. There was also the opinion that the Town benefits whenever the word "housing" comes before the community.

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

There was no public input.

12. **Commission Informational Reports**

Buchanan announced the next meeting of Verde Valley Regional Economic Development organization scheduled for Friday, April 6<sup>th</sup>, at the Board of Supervisors' Office at the County Building in Cottonwood, from 8:30 a.m. to 11:45 a.m. Buchanan, Morris, Bach and a representative from Diamond Homes, as the Camp Verde team, will be attending the four workshop sessions at the Arizona Housing Institute beginning tomorrow.

Freeman suggested that to bring attention to the need for workforce housing, a day should be declared where everyone who works in Sedona, and does not live there, would not show up work.

McReynolds said that Morris did an excellent job at the meeting the other night, providing answers to the public and calming down the situation. Everett also made a great closing speech.

Everett offered her help in volunteering to work on the Employer/Employee canvass.

Garrison said she will be out of Town for the April 17 meeting.

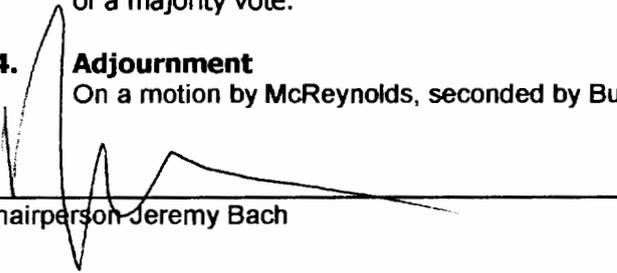
13. **Staff Report**

Morris also commented on the Housing Institute for training; the five-acre property will be the subject project. Morris outlined additional training classes that are available regarding residential

projects or mixed-use projects, including the NeighborWorks Training Institute; there is also the April 11<sup>th</sup> event in Sedona on promoting density in residential projects. Morris reviewed the status of the Sleepy Hollow subdivision in regard to providing attainable housing; Tom Pender, agent for Read Homes, has indicated that they are interested in making a presentation to the Commission; Bill Carter has resigned from the Commission; the Design Review Board is close to having its first formal application that will involve an expansion of the American Heritage Charter School facility. Morris also reported on his recent attempt to hire a part-time assistant that failed due to the lack of a majority vote.

**14. Adjournment**

On a motion by McReynolds, seconded by Buchanan, the meeting was adjourned at 6:28 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 regular meeting of the Housing Commission of Camp Verde, Arizona, held on the 20th day of March 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 17<sup>th</sup> day of April, 2007.



Margaret Harper, Recording Secretary