

MINUTES



**WORK SESSION
HOUSING COMMISSION
@
TOWN OF CAMP VERDE
Parks & Recreation Conference Room
395 S. Main Street
Tuesday April 8, 2008
at 4:00 P.M.**

1. Call to Order

The meeting was called to order at 4:30 p.m.

2. Roll Call

Chairperson Bach, Vice Chairperson Buchanan, Commissioners McReynolds, Varela, Roddan and Davis were present; Commissioner Freeman was absent.

Also Present: Housing Department Director Matt Morris and Administrative Assistant Teresa Goodwin.

3. Pledge of Allegiance

The pledge was not conducted as there is no flag in the conference room.

4. Housing Commission discussion, consideration, and preparation for upcoming Town Council and Housing Commission Joint Work Session scheduled for April 9, 2008.

Director Matt Morris opened the discussion by raising the question of how the Commission would like to approach the joint work session scheduled with the Town Council on April 9th, and who would lead the discussion with Council. Chairman Bach suggested Vice Chairperson Buchanan would be the best choice, as she would be able to answer most questions from the Council.

Buchanan agreed to lead the discussion, but feels all Commission members are well-informed and various questions by Council could be handled by the Commission member with the most knowledge on a given topic. She would like to review the whole public process to date, and convey to the Council that this group effort by the Housing Commission is now ready to turn over to the Council for their consideration.

Bach asked how much information the Council already has. Morris explained he and Town Manager Scannell have met with all of the Council members during the last two weeks to apprise them of issues surrounding the property, community lands trusts, and possible ways to proceed with the property. He feels the Council has a basic understanding and the Commission should have a productive meeting in moving forward with this opportunity to promote attainable housing within the community.

The members discussed whether to use the PowerPoint presentation prepared by the Housing Department. It was decided it would be better to use printed handouts including: a letter from a local teacher which illustrates the need for affordable housing in the community, the public process which has been implemented to date, and the timeline of the next steps in the development process including an estimated six months to complete the Request For Proposals (RFP).

The members questioned the timeline as presented, and wondered if it could be finished sooner. There was more detailed discussion by Morris of the various steps in the process, and the estimated time of completion. There was discussion of the PAD process, and whether it will be completed by the Town or by potential developers.

Bach brought up potential financing scenarios. He feels the Town has a competitive edge as a developer because bonds could be used as a source of financing. He explained how this might allow the library to obtain funds earlier in the process than relying solely on private financing.

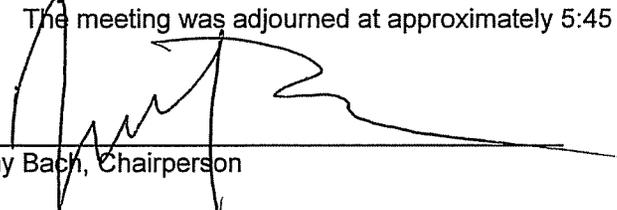
There was discussion of the Drachman Report and whether developers should be required to follow its suggestions. Bach indicated the value of the report to a developer, as it would save a lot of money in the planning process. Commissioner Varela said the Commission should sell the plan to Council, as it is a good plan, but the location may or may not be feasible for affordable housing. Commissioner Roddan thought it would be good to allow developers some flexibility in utilizing the Drachman materials. Commissioners Davis and McReynolds agreed. Buchanan emphasized the importance of the development complementing the surrounding neighborhood, rather than the development standing out as the affordable housing project. She further emphasized the great value of the document, and suggested the Commission recommend it be used as far as possible by developers.

It was decided the Commission will present general information and goals to the Council as outlined in the handouts, as well as a recommendation the RFP should ask potential developers to utilize the Drachman plan, but make changes as necessary to make the project viable. Buchanan will lead the discussion with Council. Roddan will answer questions regarding non-profits and personal financing. Because of his experience with Community Land Trusts in Flagstaff, Bach will field questions regarding this and bond financing, as well as housing inventory and how the timing of development could be advantageous to the town and the funding of the library.

Buchanan said the main goals to emphasize should be to manage community assets wisely, build a quality project, generate attainable housing opportunities, and ensure viability.

5. **Adjournment**

The meeting was adjourned at approximately 5:45 p.m.

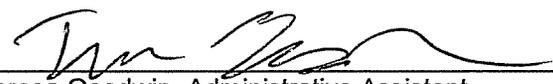


Jeremy Bach, Chairperson

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 Work Session of the Housing Commission of Camp Verde, Arizona, held on the 8th day of April 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 16 day of April, 2008.



Teresa Goodwin, Administrative Assistant