

**MINUTES
REGULAR SESSION
HOUSING COMMISSION
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
TUESDAY, July 17, 2007
at 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 4:04 p.m.

2. **Roll Call**

Chairperson Bach, Commissioners McReynolds, Everett and Buchanan were present; Commissioners Freeman and Roddan were absent; there is currently one vacancy on the Commission.

Also Present: Housing Department Director Matt Morris, former Councilor Jackie Baker, 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) May 29, 2007 Special Session
- 2) June 19, 2007 Regular Session – Cancelled, No Quorum

b) Set Next Meeting:

- 1) August 21, 2007 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. **Discussion, consideration and possible selection of Vice-Chairperson due to vacancy created by the election of Councilmember Norma Garrison to the Town Council.**

There was no action taken.

Commissioner Buchanan indicated her interest in serving as Vice-Chairperson, although she would feel more comfortable if the selection were made with a full Commission present. After a brief discussion, it was agreed that since annual elections for Chairperson and Vice-Chairperson will be held in the Fall, possibly at the September meeting, the selection of a Vice-Chairperson could be delayed until then.

7. **Staff presentation followed by Housing Commission discussion and consideration regarding ongoing efforts and 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.**

There was no action taken.

Morris gave an update on the steps taken to notify the Cliffs Parkway area property owners as well as the community in general regarding the scheduled meeting on July 31, 2007, including

distributing and posting flyers; the members also volunteered their help to publicize the event, and discussed outreach efforts and advertising focused on the importance to the greater community, not just a neighborhood issue. It was also suggested that the approach to the project in general should be positive, stressing that the project is a community opportunity, not a problem to resolve.

Morris outlined the conceptual housing strategies that included four different scenarios for the number of homes and density, prepared by the Drachman Institute and presented at the June 13th meeting in Phoenix, copies of which had been provided in the agenda packets. The members discussed with Morris the different scenarios in detail, generally agreeing that a higher number of units, or density, would help to maximize the profit on the land intended to benefit the Library. Morris next reviewed the Town Engineer's preliminary cost estimate for preparation of the site for development, and discussed with the members a preliminary site feasibility and affordability analysis, with the figures detailed in spreadsheets, based on various assumptions using a total of 25 units. Morris said that after the public meeting coming up with Drachman, which will be the last one, they will be producing the report contracted for. After the report is received, Morris will bring it back to the Commission for review and ultimately to the Council as a presentation, and then the Commission will determine the next steps for moving forward with the project. There was further discussion on the proposed costs and the profit margin for the developer; it was pointed out that the project is creating an opportunity in the community for an innovative, socially conscious builder that might commit to it based on the social value, while raising his profile in the community. Jackie Baker joined in the discussion briefly, including the comment that she believes that most of the Council has viewed the project from the standpoint of a builder who wants to consider it as a charity project to show what can be done.

8. Staff presentation and update on State Housing Fund Grant for the Town Owner Occupied Home Rehabilitation Program, followed by Commission discussion regarding future public meeting for application intake.

There was no action taken.

For an update, Morris said that the environmental review process has been completed; the official letter from the Arizona Department of Housing acknowledging completion of that first step has been received and the funds can now be used. The closing date to use the funds is December of 2008. Morris explained that there are two applications already on the waiting list for two of the four open spots. Inquiries have been coming in, and Morris suggested holding a public meeting for general intake to educate the public on the program, and get a good pool of applications in order for the Loan Committee to approve applicants for the last two spots and from the rest create a waiting list. Morris said he was advised by ADOH that having a waiting list will be of competitive help in future grant applications. The Commission discussed a possible intake meeting for August to get the process started and encourage applicants. Morris suggested that the members study the rehab guidelines in the meantime, that it would be helpful for them to be aware of some of the requirements in general, and there was a discussion on the meeting format and possible acceptance of applications.

9. Staff presentation regarding recently formed Verde Valley Housing Taskforce (VVHT) and ongoing regional efforts, followed by Commission discussion and selection of Housing Commissioner to attend VVHT meetings.

On a motion by Bach, seconded by Everett, the Commission voted unanimously to select Linda Buchanan to attend VVHT meetings.

Morris gave a report on the recent intergovernmental meeting he had attended that included city mayors and political officials as well as some staff members from each of the communities within the Verde Valley. The attendees discussed the issue of allowing towns and cities to pass their own law requiring inclusionary zoning, and supporting it by a resolution to the League of Cities and Towns. Morris said that the Governor has been pushing for increased cooperation between

the municipalities; however, staff has recommended that the proposed resolution recommending inclusionary zoning not be pursued. The Regional group, VVHT, met for the first time on June 4th and discussed those concerns, and will be meeting bi-monthly to work on the housing issues, and share concepts and ideas. The next meeting is scheduled for August 23rd, 2007 at 12:00 noon at the Camp Verde Marshal's Office. The members discussed attending those meetings and being able to participate. It was decided that Commissioner Buchanan would be selected as the representative; other members could attend as well, but no more than two members who would participate.

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

There was no public input.

11. **Commission Informational Reports:**

McReynolds reported on the parcel of land owned by C.A. McDonald, which he had mentioned previously; Morris who will discuss the matter further with McReynolds.

Everett reported on her attendance at the Federal Reserve Bank meeting in Phoenix on June 28th, and the foreclosure problems that have resulted from recent real estate activities and sub-prime loaning.

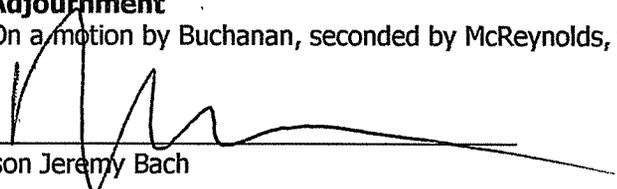
Buchanan reviewed her participation as part of a group in the Arizona Housing Institute rally; it was the third of four sessions and was very productive. Also, at the Regional Economic Development level there will be an open meeting, on Friday, August 3 at 8:30 a.m. at the Yavapai College Verde Campus, Building M, Room 137.

12. **Staff Report**

Morris also commented on the major foreclosure problem; however, there are only four properties in the Verde Valley that are indicated in the data. Morris also described the predatory activities to take advantage of the foreclosure situation, and the need to educate the public for their protection. Morris requested that the members who want to attend the Governor's Forum for Affordable Housing let him know as soon as possible. Also, the Government Rural Development Conference will be held from August 15th to August 17th; if any members want to attend, let Morris know. Morris recommended that the new members attend the upcoming Department of Commerce Boards & Commissions Conference.

13. **Adjournment**

On a motion by Buchanan, seconded by McReynolds, the meeting was adjourned at 6:16 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 Session of the Housing Commission of Camp Verde, Arizona, held on the 17th day of July 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 21st day of Aug, 2007.



Margaret Harper, Recording Secretary