

**MINUTES
REGULAR SESSION
HOUSING COMMISSION
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
TUESDAY, August 21, 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 4:04 p.m.

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

Also Present: Housing Department Director Matt Morris and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**
The Pledge was led by Everett.

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) July 17, 2007 Regular Session
 - b) **Set Next Meeting:**
 - 1) September 18, 2007 4 p.m. Regular Session

On a motion by Buchanan, 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. **Staff presentation followed by Housing Commission discussion and consideration regarding ongoing efforts and recent Public Meeting, held on July 31st, for the Town owned 5-acre property located on Cliffs Parkway.**
There was no action taken.

Housing Department Director Morris said that he felt it was a positive meeting. Using a Power Point presentation Morris reviewed details of the three different scenarios that had been prepared by the Drachman Institute. The most positive comments received were in favor of Scenario 'B', adjusted to a total of 30 units, which Drachman has been requested to use as a guideline for the refined version. Morris said that at this point he would recommend meeting with the Drachman Institute in Tucson when they have the final report compiled, bring the report back for the Housing Commission for review and possible recommendation to the Town Council. The discussion between Morris and the Commission included issues of possibly using the revolving loan fund, going through the PAD process as a tool, in addition to the RFP, to prescribe what is wanted to be seen on the property, inviting input from developers prior to recommending Council action, and appreciation for the attendance of Library Commission and Library Endowment members at the meeting.

7. **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.

Morris said the purpose of the application intake meeting was, one, to get more public awareness of the subject Program and to get a good round of applicants to apply for the two available open spots. Also, a waiting list of qualified applicants will look good for future applications to the State for additional funding. The Department of Housing has indicated that they are requiring waiting lists for other parts of the State that are more competitive. Morris plans to distribute a notification poster; draft copies were provided to the members. Morris added that a press release will also be submitted to the newspapers as well. The meeting is scheduled for August 29, 2007 at 6:00 p.m. in the Council Chambers. An informational presentation will first be given, and appointments made with staff for help in filling out applications.

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

There was no public input.

9. **Commission Informational Reports:**

Roddan said that she and Morris will be participating in a panel discussion for the Governor's Housing Forum to be held at the Radisson Fort McDowell on September 11th, 2007.

Buchanan said she will be attending the Verde Valley Housing Taskforce meeting Thursday, August 23rd at the Marshal's Office from noon to 3:00 p.m. Buchanan also said that efforts are continuing to try to keep the Camp Verde Housing issues very high profile with the Verde Valley Regional Economic Development; the next meeting will be at the Yavapai County Board of Supervisors room on Thursday, September 20, 2007, from 8:30 a.m. until approximately 11:00 a.m. Buchanan also reported on some results from her networking with Department of Housing personnel who work in the education area for homebuyer education.

Bach reported on his work with the County toward getting attention of different individuals regarding the need for attainable housing.

10. **Staff Report**

Morris introduced Teresa Goodwin, his assistant; he also reported on his attendance at the last session of the Affordable Housing Institute. He reviewed the Yavapai Regional Plan meeting for the Regional Plan where housing was discussed, commenting that even at that level the housing issue keeps surfacing, and there is momentum in the Town's favor. Morris also shared details on his attendance at the Regional Economic Development meeting. The first home inspection involving the Home Rehab Grant will be done tomorrow; it is hoped that all four of the rehab applications will be bid together and possibly done before the holidays.

In addition, Morris reported on the Governor's Rural Development Conference last week, which provided an opportunity to network with some of the Regional Economic Development principals in the Verde Valley; and his attendance at a seminar from Arizona Department of Housing. Morris said he had been asked to be the Camp Verde representative for the award that was given for the Yavapai Regional Plan at the Rural Development Conference. Morris described another possible grant that would be a Regional effort, identified as "WIRED."

Applications for the Governor's Housing Forum were distributed to the members to be completed and returned to Morris as soon possible; there are funds to cover attendance. Morris also recommended that the members attend the Boards & Commissions Conference scheduled for December 7th in Phoenix. Morris said the next Joint Work Session with the Council is tentatively scheduled for August 30, 2007 at 6:00 p.m. in Room 206-207. The format for the agenda is being worked on with the Attorney. In the future Council has requested that a representative

from each Commission present their Quarterly Report verbally, possibly at a Work Session with the various Commissions and Boards.

There has been no appointment yet to fill the vacancy on the Housing Commission.

11. **Adjournment**

On a motion by Everett, seconded by Buchanan, the meeting was adjourned at 4:44 p.m.

(for) Lois Buchanan, Vice-Chair
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 21st day of August 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 16th day of Oct., 2007.

Margaret Harper
Margaret Harper, Recording Secretary