

**MINUTES  
REGULAR SESSION  
HOUSING COMMISSION  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
TUESDAY, October 21, 2008  
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, Commissioners McReynolds, Roddan, Davis, Blue and Varela were present; Vice Chairperson Buchanan was absent.

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

3. **Pledge of Allegiance**

The Pledge was led by Blue.

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) September 16, 2008 Regular Session

b) **Set Next Meeting:**

1) November 20, 2008 4 p.m. Regular Session

On a motion by Blue, seconded by Varela, the Consent Agenda was unanimously approved as presented.

It was subsequently noted that the date for the next meeting was inadvertently shown as November 20; it should have been November 18, 2008.

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

There was no public input.

6. **Discussion, consideration and possible selection of Chairperson.**

On a motion by Varela, seconded by Davis, the Commission unanimously elected Jeremy Bach to serve as Chairperson.

Director Morris explained that elections for Chairperson and Vice Chairperson are required by Town Code to be held every year, and outlined the formal process and their duties as spelled out in the Code. Bach stated that he had enjoyed acting as Chairperson during the past year; with no further discussion action was then taken, and Bach continued to serve in that capacity.

7. **Discussion, consideration and possible selection of Vice-Chairperson.**

On a motion by McReynolds, seconded by Roddan, the Commission unanimously elected Buchanan to serve as Vice Chairperson.

In response to a question regarding nominating Buchanan, who was absent, Morris shared his understanding that Buchanan would be interested in again serving as Vice Chairperson, and there was no further discussion.

8. **Discussion, consideration and establishment of Housing Commission Regular Monthly Meeting Schedule.**

On a motion by Roddan, seconded by Varela, the Commission voted unanimously to continue the third Tuesday of each month, at 4:00 p.m., as the regular meeting schedule.

Morris said that the Town Code also requires a yearly re-establishment of the meeting schedules for all of the Commissions and Boards, and it was agreed to continue on the current schedule.

9. **Review and discussion of Housing Commissioner roles and responsibilities.**

*(Discussions may include Town Code, General Plan, Housing Strategy, etc.)*

Director Morris said that with the addition of the new members he felt it would be a good idea to go over the roles and responsibilities of the Commissioners and to review documents as well as the direction toward which the Housing Commission is working. Morris gave a Power Point presentation briefly outlining pertinent sections of the Town Code, and the goals set forth in the Housing Element of the General Plan. A general discussion followed that addressed the mission of the Housing Commission and questioned the need for design review.

10. **Review and discussion of housing continuum including Arizona Department of Housing and USDA Rural Development programs.**

Morris stated that he would just briefly go over the information contained in the CD that had been distributed to each member and was the presentation from the Arizona Department of Housing, the Governor's Housing Forum that was held last month in Flagstaff. Morris said he had chosen some of the slides from the CD, which he then projected in a comprehensive Power Point presentation illustrating Federal Government funding programs. The presentation included a general overview of some of the Arizona Department of Housing and the Rural Development programs and projects, with several photo examples of the housing. Also outlined was the wide variety of funding opportunities available, some of which the Town of Camp Verde has been able to tap into, as well as options that are available in the future, both competitively and on a rotation basis. Reviewing several ways to finance purchases of affordable housing, Morris also explained how the Community Land Trust Program works.

During the presentation, Morris suggested that the members could be a part of helping to acquaint the public with the resources available, and pointed out that information is also provided on the Town website. Morris told the members that if they wanted further input from the Department of Housing, he could arrange for a visit from the representative at a Housing Commission meeting, as well as a visit from Donna Hastings, the representative from the Rural Development program. There was also a brief discussion regarding the Habitat for Humanity projects and the participation by Catholic Charities in helping with community needs.

11. **Staff update on upcoming Boards and Commissions Conference, facilitated by the Arizona Department of Commerce, scheduled for Friday December 5, 2008, followed by Commissioner discussion and identification of Housing Commissioners to attend the conference.**

Morris said that the subject conference is held each year the first week in December, is a one-day event, and is a great opportunity for new members to become acquainted with the many legal and ethical requirements for serving on Boards and Commissions. There was no commitment made by any member to attend the event; however, Bach indicated his interest and will advise Morris after consulting his calendar in the morning.

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

There was no public input.

13. **Commission Informational Reports:**

**McReynolds** said he is unsure whether he will be able to attend the meeting next month; he welcomed Gregory Blue, the new member of the Commission. McReynolds also commented on projects that both McReynolds and Blue are interested in.

**Davis** also welcomed Blue as a new member, and suggested including an agenda item on discussing the Town pathways and sidewalks with the Trails & Pathways Commission.

**Roddan** commented on the sad current economic situation, adding that she is trying to help two families who are experiencing serious problems.

**Varela** said that it would be wonderful if we could all pitch in as a community to help one another.

**Blue** commented that he would like to see the Commission support sidewalk projects for pedestrian traffic.

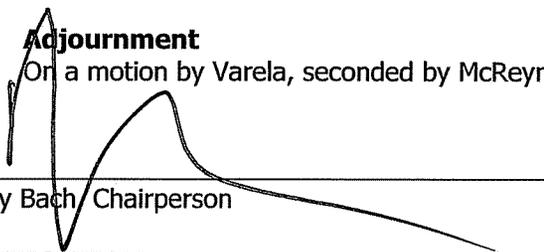
**Bach** thanked those Commissioners who applied to again serve, commenting that the Town is on the cutting edge of the issue of housing, and that the Commission has a great team leader in Director Morris.

14. **Staff Report**

Morris announced the next Verde Valley Housing Task Force meeting scheduled for the third week in November. Morris also distributed copies of material that was forwarded from the Arizona Housing Alliance, and from the Arizona Department of Housing Forum that included an employer survey, a project previously discussed by the Commissioners. He thanked all the members for their attendance and continued efforts.

15. **Adjournment**

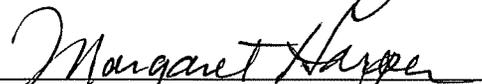
On a motion by Varela, seconded by McReynolds, the meeting was adjourned at 5:45 p.m.

  
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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 21<sup>st</sup> day of October 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 20<sup>th</sup> day of January, 2009.

  
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Margaret Harper, Recording Secretary