

**MINUTES  
REGULAR SESSION  
MAYOR AND COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
WEDNESDAY, MAY 27, 2009  
6:30 P.M.**

**Minutes are a summary of the actions taken. They are not verbatim.  
Public input is placed after Council 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 6:30 p.m.

**2. Roll Call**

Mayor Gioia, Vice Mayor Hauser, Councilors Garrison, Smith, German and Roulette were present; Kovacovich was absent.

**Also Present:** Community Development Director Nancy Buckel, Sr. Planner Mike Jenkins, Mayor-Elect Bob Burnside and Councilors-Elect Robin Whatley and Jackie Baker, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.

**3. Pledge of Allegiance**

The Pledge was led by Garrison.

**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) Budget Work Session – May 20, 2009
- 2) Budget Work Session – May 18, 2009
- 3) Joint Work Session – May 13, 2009

**b) Set Next Meeting, Date and Time:**

- 1) June 3, 2009 at 6:30 p.m. – Regular Session
- 2) June 10, 2009 at 5:00 p.m. – Special Session
- 3) June 17, 2009 at 6:30 p.m. – Regular Session
- 4) June 24, 2009 at 6:30 p.m. – Council Hears Planning & Zoning

**c) Possible approval of Resolution 2009-772, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring and adopting the results of the General Election held on May 19, 2009.** (Staff Resource: Debbie Barber)

**d) Possible acceptance of Council Member-elect Robin Whatley's resignation from the Parks & Recreation Commission and presentation of a Certificate of Appreciation for her service.**

**e) Possible acceptance of Mayor-elect Bob Burnside's resignation from the Planning & Zoning Commission and presentation of a Certificate of Appreciation for his service.**

On a motion by Hauser, seconded by Roulette, the Consent Agenda was unanimously approved as presented, with the addition to the Minutes of May 18, 2009 as discussed, and with Items d) and e) pulled.

Mayor Gioia requested that Items 4.d) and e) be pulled. Garrison requested a correction to the Budget Work Session Minutes for May 18, 2009, to include the instruction to staff to look into the possibility of combining the Design Review Board with Planning & Zoning; the members agreed with that correction.

**4.d) Possible acceptance of Council Member-elect Robin Whatley's resignation from the Parks & Recreation Commission and presentation of a Certificate of Appreciation for her service.**

Gioia presented the Certificate of Appreciation to Robin Whatley and conveyed Council's appreciation for her service on the Parks & Recreation Commission.

**4.e) Possible acceptance of Mayor-elect Bob Burnside's resignation from the Planning & Zoning Commission and presentation of a Certificate of Appreciation for his service.**

Gioia presented the Certificate of Appreciation to Bob Burnside and conveyed Council's appreciation for his service on the Planning & Zoning Commission; Burnside commented on how much he had enjoyed serving, and encouraged others to volunteer.

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

There was no public input.

**6. Council Informational Reports**

Smith reported on the good news he learned at his last meeting at the Verde Valley Transportation & Planning Organization in connection with ADOT's 20-year plan, one item of which was assigning the category of historic and scenic to Page Springs Road which is the first road in Yavapai County to receive that recognition. Also, after years of hard work by Smith, Gioia, Baker and Kovacovich, Hwy 260 has now been given the highest priority for any road in the Verde Valley. Other news regarding improvements to Hwy 260 through grant funds will be forthcoming in a letter from Chip Davis. Smith requested an **agenda item** for June 3<sup>rd</sup>, and prior to the 19<sup>th</sup> meeting with ADOT, as follows:  
**DISCUSSION, CONSIDERATION AND POSSIBLE APPROVAL OF A LETTER REGARDING HWY 260 IMPROVEMENTS.**

Smith also reported on the special session of the Sanitary District regarding the lease purchase, a portion of which the Town paid on a refinancing; the Board agreed to have it refinanced at 3.15 percent, a significant saving of tax money which will be shared with the Town.

Gioia reported on his invitation to attend the annual celebration of the View senior apartments; the occasion included a thank-you to the Town of Camp Verde for its help. Also, an ADOT employee has advised Gioia that the 4-lane project for Hwy 260 will be on the 5-year plan, to add to Smith's report.

7. **Discussion, consideration, and possible approval of the Special Event Liquor License for the Verde Valley Mounted Sheriff's Posse for the Annual Cornfest scheduled for July 18, 2009.** (Staff Resource: Lynda Moore)  
On a motion by Gioia, seconded by Garrison, the Council unanimously continued Item 7 to the June 3<sup>rd</sup> regular session.  
  
Gioia announced that staff has recommended that this item be removed, to be considered at a regular session at a later date; Garrison said she was asked that the matter be set for June 3<sup>rd</sup> because of an issue with timing.
8. **Discussion, consideration, and possible approval of Resolution 2009-767, a resolution of the Mayor and Council of the Town of Camp Verde, Arizona, declaring as a Public Record that certain document filed with the Town Clerk and entitled, "Town of Camp Verde Technical Code Amendments Chapter 7 – Building, Article 7-1, Section 7-1-100 of the Town of Camp Verde Code" of the Town of Camp Verde, Arizona.** (Staff Resource: Nancy Buckel)  
On a motion by Gioia, seconded by Smith, the Council voted unanimously to remove Items 8, 9, 10 and 11, to be scheduled for a future Work Session.
9. **Discussion, consideration, and possible approval of Ordinance 2009-A359, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference the 2006 International Code Council Codes, (ICC), and related public codes and the "Town of Camp Verde Technical Code Amendments", amending Town Code Chapter 7 – Building, Article 7-1, and adding Section 7-1-100, establishing fee schedules, and proscribing penalties for violations thereof.** (Staff Resource: Nancy Buckel)  
(Action taken by motion on Item 8.)
10. **Discussion, consideration, and possible approval of Resolution 2009-769, a resolution of the Mayor and Council of the Town of Camp Verde, Arizona, declaring as a public record that certain document filed with the Town Clerk and entitled, "Town of Camp Verde Administrative Building Code Chapter 7 – Building, Article 7-1, Section 7-1-101 of the Town of Camp Verde Code" of the Town of Camp Verde, Arizona.** (Staff Resource: Nancy Buckel)  
(Action taken by motion on Item 8.)
11. **Discussion, consideration, and possible approval of Ordinance 2009-A361, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference the Town of Camp Verde "Administrative Building Code", amending Town Code Chapter 7 – Building, Article 7-1, adding Section 7-1-101, establishing fee schedules, and proscribing penalties for violations thereof.** (Staff Resource: Nancy Buckel)  
(Action taken by motion on Item 8.)
12. **Public Hearing followed by discussion, consideration, and possible approval of Resolution 2009-771, a Resolution of the Common Council of the Town of Camp Verde, Arizona approving Use Permit 2009-02 for parcel 403-17-006K to allow for the following private group activities to be conducted on the 64.75 acres of Jackpot Ranch currently zoned RCU-2A: 1) Corporate, Spiritual, and Governmental Retreats; 2) Horse Motel with Bed and Breakfast availability for owners; 3) Other miscellaneous group activities that would include weddings, family reunions, group picnics, youth retreats, charitable & civic events, and horsemanship clinics. The location of the ranch is at 2025 W. Reservation Loop Road.** (Staff Resource: Michael Jenkins)  
On a motion by Hauser, seconded by Garrison, the Council unanimously approved Resolution 2009-771, a Resolution of the Common Council of the Town of Camp Verde, Arizona approving Use Permit 2009-02 for parcel 403-17-006K to allow for the private group activities to be conducted on the 64.75 acres of Jackpot Ranch currently zoned RCU-2a, as indicated, with removal of the words "any or" from Paragraph II, Item 4 of the Stipulations.

#### STAFF PRESENTATION

In light of recent revisions adopted, and some new Councilors on board, Community Development Director Buckel reviewed the Use Permit process in general and why they are allowed, including the benefit of hearing concerns of neighbors and maintaining control over the use through placing stipulations or regulations on the considered use. The applicant has listed all possible activities they are considering, and staff has followed the recommendations of Planning & Zoning and listed stipulations that staff felt would address the health, safety and welfare of the community and the nearby neighborhood to help regulate the considered activities. The applicant has received a lot of support from different non-profit organizations that have spoken highly of how the applicant has supported them. The Use Permit does not guarantee that any use is permanent; it can be administratively voided in the event of any serious violation, and such action can be appealed to the Council.

Sr. Planner Jenkins projected photos onto the screen for viewing, that illustrated the location of the different areas and facilities, including the bunkhouse and horse hotel. The zoning is RCU-2A, which allows extended uses with a Use Permit. Parking provisions are more than adequate, landscaping well exceeds requirements, and outdoor lighting appears to be grandfathered in. The required neighborhood meeting was held on April 21, 2009; the main concern expressed was noise generated by some of the activities. The Fire Department and the Building

Inspector have indicated that the building referred to as the bunkhouse, with the proposed horse facilities underneath, would need some retrofitting to be done to bring it up to the code requirements to allow for the above sleeping rooms and to use the facility for a horse hotel. Yavapai County Flood Control stated that new structures to be built in the flood plain would require engineering; Yavapai County Environmental Services would require a permit for any expansion of outdoor restroom facilities. The Town Engineer has indicated that overflow parking on the street would require traffic control and a parking plan. Only one letter of concern was received in response to the letters directed to the area homeowners. Nine stipulations have been provided by the P&Z Commission for Council consideration, and incorporated into the proposed Resolution. The applicants are aware of those stipulations.

## **PUBLIC HEARING OPEN**

### **Applicant's Statement**

**Garry Shuster**, President of the Shuster Foundation, explained the purpose of his Foundation which is to house approximately 1,000 indigent families in Phoenix under the Section 8 Housing Program, beginning in 1979. The planned events will help generate the funds necessary to maintain the Jackpot Ranch and to continue to be able to provide the youth retreats that afford opportunities for underprivileged foster and at-risk youths to enjoy a totally different experience at the Ranch. Mr. Shuster described the origin of the name for the Ranch, and explained what it means to him and his wife to be able to bring children to the Ranch for weekend visits and to open their eyes to another world to them. The planned events would be low-impact and management will do everything possible to address neighborhood concerns. Mr. Shuster described the fire safety construction safeguards built into the facilities and the operation of the alarm system, all with the utmost concern for the safety of the children and other guests. In response to questions, Mr. Shuster reviewed the more than adequate septic system in place, and water system available, and in connection with a suggestion to monitor noise decibels, said he would be willing to take whatever reasonable measures necessary to address noise concerns.

### **COMMENT FROM OTHER PERSONS**

(Comments from the following individuals are summarized.)

**Daavid Lutz** shares one property boundary with the Ranch, and said although there were problems with noise in the past, after the new Manager took over everything has been fine. His main concern is the plan for amplified noise, and he would like to see all the methods for control listed in the P&Z recommendations to be used; 80 decibels would be comparable to noise from a freight train.

**Jodie Filardo**, President of the Verde Valley Leadership Organization based in Sedona, spoke in support of the application of Jackpot Ranch for a Use Permit, and described the purpose of and activities associated with the 2-day retreats held by her organization that is dedicated to grooming leaders for the various communities.

**Alexandra Helm**, a Camp Verde resident, said she is a member of the Leadership Organization, and also spoke in support of the request for the Use Permit; her experience at the 2-day retreat was an introduction to a great facility that exists here in the Verde Valley that supports children who do not have access to this kind of nature experience..

**Bob Burnside** said he is in favor of what Mr. Shuster is doing; however, the sound issue is going to be a problem; some control methods should be discussed now so that the applicants know what is expected in that regard.

**Shortie Graham**, Manager of the Ranch, explained that after the P&Z meeting she had invited anyone who had not seen the facility to please visit and she would give them a tour; the same invitation is extended to the Council members. Ms. Graham described typical sights, activities and experiences enjoyed by the visiting children.

**Howard Parrish** was especially impressed by the planned horse motel which is an accommodation that is lacking in many areas and would attract more tourists traveling by horseback.

### **APPLICANT'S REBUTTAL**

Ms. Graham assured the Council that in response to the concerns about noise, if any type of functions are planned with amplified music, if the sounds offends anyone it will be cut down; they will always take care of any problems. They will also keep Mr. Lutz informed of coming events.

The Council discussed with Mr. Shuster the possibility of arriving at a maximum number of decibels allowed, as well as the other proposed steps, including buffers to minimize the sound, as listed in the stipulations. It was suggested that the Use Permit would be for an initial period of five years; complaints, if any, would have to be addressed and resolved during that time. Mr. Shuster confirmed that he would continue to work with Mr. Lutz and the Town of Camp Verde on the issue of noise.

## **PUBLIC HEARING CLOSED**

### **Council Discussion**

In response to questions from the members, Buckel verified that the Fire Inspector has raised the issue of fire safety since the buildings would now fall under a category of commercial use whereas original permits were granted for residential use; those changes will be determined by the Fire Inspector who has historically worked with individuals, recognizing the limitations in our community. Buckel explained the procedure for addressing complaints, and it was pointed out that a Use permit would now provide more control over the Ranch activities. There was further discussion with a request to determine a specific number of decibels allowed; it was finally agreed that decibels were difficult to monitor because of variations in weather conditions and times of day. Based on reassurances from Mr. Shuster it was agreed that the Town could rely in good faith on him to follow the three combined provisions for controlling noise as set forth in No. 4 of the stipulations. There was also a request to modify the language in Section II, No. 4 to reflect that the sound from amplified music must be minimized utilizing all of the three methods specified, instead of "any or all."

**NOTE: A recess was called at 8:32 p.m.; the meeting was called back to order at 8:39 p.m.**

- 13. **Presentation followed by discussion, consideration, and possible approval of and authorization to submit the Town of Camp Verde Smart Growth Score Card to the Arizona Department of Commerce for scoring. This scorecard grades the Town's accomplishments in implementing Smart Growth strategies in the development of the community.** (Staff Resource: Nancy Buckel)  
Staff was directed to submit the Town of Camp Verde Smart Growth Score Card to the Arizona Department of Commerce, with possible points added as discussed.

Buckel explained that the document is a draft indicating scores in several different categories based on selections from predetermined statements and then using the figures to arrive at the total average score. Buckel said it is not a good or bad type of score, but only indicates where the Town is in implementation of Smart Growth. The Town is in the process of implementing strategies for our General Plan, but we have not succeeded yet.

The members discussed the draft with Buckel, including the method of assigning grades. Buckel also pointed out that the ability to apply for Federal and State grants is dependent upon completion and submission of the Smart Growth Scorecard. The members reviewed in detail some of the questions and the predetermined answers in order to arrive at a better understanding of Buckel's research and reasoning in assigning the proposed grades, and made suggestions for possible changes. Buckel commented that in the next year, as a lot of the steps are being completed and implemented, the rating for the Town of Camp Verde will be bumped up. Buckel added that Councilor-elect Baker had suggestions for increases of two possible points; she will discuss those suggestions with Baker.

There was no public input.

- 14. **Call to the Public for Items not on the Agenda.**  
(Comments from the following individual are summarized.)  
**Robin Whatley** offered her congratulations to Bob Burnside and said she looks forward to working with him and the rest of the Council; she acknowledged Gioia for his 12-plus years of service to the Town, commended him for his demeanor regardless of victory or loss, and said she hopes he will continue to work for the Town of Camp Verde and will continue to be a presence around Town Hall.

There was no further public input.

- 15. **Advanced Approvals of Town Expenditures**  
a) **There are no advanced approvals.**  
There were no advanced approvals.

- 16. **Manager/Staff Report**  
There was no Manager/Staff report.

- 17. **Adjournment**  
On a motion by Hauser, seconded by Smith, the meeting was adjourned at 9:04 p.m.

  
Margaret Harper, Recording Secretary

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on the 27<sup>th</sup> day of May 2009. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 18 day of June, 2009.

  
Debbie Barber, Town Clerk