

ACTIONS TAKEN
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS
WEDNESDAY, MARCH 17, 2010
6:30 P.M.

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) Council/Staff Retreat – February 24, 2010
- 2) Special Session – March 3, 2010
- 3) Executive Session – March 3, 2010 (Recorded)
- 4) Regular Session – March 3, 2010

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

- 1) March 24, 2010 at 6:00 p.m. – Special Session **NOTE: THIS MEETING MAY NOT END AT 8:00 P.M. AS ORGINALLY INDICATED DURING THE DISCUSSION AT THE 3-3-10 REGULAR SESSION.**
- 2) March 24, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters - Cancelled
- 3) April 7, 2010 at 6:30 p.m. – Regular Session
- 4) April 21, 2010 at 6:30 p.m. – Regular Session
- 5) April 28, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters

c) **POSSIBLE APPROVAL OF AN AGREEMENT APPOINTNG JUDGE HARRY CIPRIANO AS TOWN MAGISTRATE FOR A 2-YEAR TERM BEGINNING 3-17-2010 THROUGH 3-17-2012.**

On a motion by German, seconded by Roulette, the Consent Agenda was unanimously approved, with the correction to the Regular Session Minutes of March 3, 2010, and the Executive Session added for April 7, at 5:15 p.m.

Kovacovich requested a correction to the Regular Session Minutes of March 3, 2010, Page 3, second paragraph, to add, as underlined: "...that the Town will be responsible for administering the volunteer program, not the Historical Society, will be incorporated into the document, as well as into the Resolution..." Kovacovich added that Acting Community Development Director Mike Jenkins has requested an Executive Session on April 7, at 5:15 p.m. concerning the Air Park.

5. **Special Announcements & Presentations** – There are no announcements or presentations.

- 1) Possible approval of Proclamation declaring the month of April as "Fair Housing Month" (Staff Resource: Matt Morris)
- 2) Possible approval of Proclamation declaring the month of April as "Substance Abuse Awareness Month" (Resource: Carol German)

On a motion by Whatley, seconded by German, the Council unanimously approved the Proclamation declaring the Month of April as "Fair Housing Month," and also the Proclamation declaring the month of April as "Substance Abuse Awareness Month."

6. **Council Informational Reports.**

Whatley reported on her attendance on March 11th at the Camp Verde Sanitary District meeting; the Lease Agreement with the Town of Camp Verde for the 15 acres was approved. The District also had a financial audit; the result was a clean opinion.

There were no other reports.

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

(Comments from the following individuals are summarized in the Minutes.)

Hal Joseph Engel, Jr.

Justin (signature undecipherable)

There was no further public input.

NOTE: Due to the size of the agenda, and the timeliness of hearing certain items, the following items were deleted from the agenda and will be heard at a subsequent meeting. The deleted items are #8, 9, 14.1 & 14.2, and 20.

~~8. Presentation by Joy Wadleigh, Multi-Site Director of Buena Vista Children Services, followed by discussion, consideration and possible direction to staff to work with Buena Vista and the Camp Verde Unified School District to determine the possibility of collaborating in developing a single summer program for the children.~~

~~9. Discussion, consideration, and possible direction to staff relative to waiving Building Permit fees (estimated at \$20,274.59) and Development Impact fees (estimated at \$10,595.00) for the proposed fire station located at 1710 Arena del Loma, Camp Verde, Arizona and any future Camp Verde Fire District (District) structures within the Town limits. The conditions and terms will be included in a revised Intergovernmental Agreement between the Town and the District. (Staff Resource: Michael~~

Jenkins)

10. **Discussion, consideration, and possible approval of Ordinance 2010-A373, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Town Code Chapter 9 – Business Regulations Section 9-1-5 Fees for Charitable, Religious or Civic Organizations and Chapter 13 – ‘Parks and Recreation, Library’, Section 13-1-2 Fees.** (Staff Resource: Deborah Barber)
On a motion by German, seconded by Kovacovich, the Council unanimously approved Ordinance 2010-A373, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Town Code Chapter 9 – Business Regulations Section 9-1-5 Fees for Charitable, Religious or Civic Organizations and Chapter 13 – ‘Parks and Recreation, Library’, Section 13-1-2 Fees.
11. **Discussion, consideration, and possible approval of Resolution 2010-807, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona Superseding Resolution 22009-781, Adopting Fees for Town Services.** (Staff Resource: Deborah Barber)
On a motion by Roulette, seconded by Whatley, the Council unanimously voted to continue Item 11 to the April 7th Regular Session meeting.
12. **Update of the Financial Status of the Town for the period ending January 31, 2010, followed by discussion, consideration, and possible acceptance of the update.** Staff Resource: Michael Scannell
On a motion by Roulette, seconded by German, the Council unanimously accepted the financial update of the Financial Status of the Town for the period ending January 31, 2010.
13. **Discussion, consideration, and possible approval of the re-appropriation of salary-related expenditures in the amount of \$5,491.98 from the Municipal Court budget unit to the Finance Department budget unit to support the reassignment of a Court Clerk to work twenty hours per week in the Finance Department.** (Staff Resource: Lisa Elliott)
On a motion by German, seconded by Whatley, the Council unanimously approved the re-appropriation of salary-related expenditures in the amount of \$5,491.98 from the Municipal Court budget unit to the Finance Department budget unit to support the re-assignment of a Court Clerk to work twenty (20) hours per week in the Finance Department.
- ~~14. Discussion, consideration, and possible approval of the following:~~
 - ~~1. To extend an agreement until June 30, 2011, between Donald E. Zelechowski, a Certified Public Accountant and the Town of Camp Verde, to continue a tax payer education program designed to increase compliance with our tax program, as well as, for sales tax audit services that would verify ‘privilege’ tax (Privilege Sales Tax) reporting and payment to the degree that said audits are required and waiving any requirement for the consultant to provide proof, to the Town, of general liability or professional insurance coverage.~~
 - ~~2. Appropriate an additional \$25,000 funding for the following:~~
 - ~~a) \$5,600 to augment the current contract until June 30, 2010; and~~
 - ~~b) \$19,400 for fiscal year 2010/11 budget (Staff Resource: Michael K. Scannell)~~
15. **Discussion, consideration and possible approval or denial to waive a Variance Application Fee IN THE AMOUNT OF \$620.00 for Michael Thomsen owner of parcel 404-26-043B, LOCATED AT 562 S. 3RD STREET.** (Staff Resource: Michael Jenkins)
On a motion by German, seconded by Roulette, the Council unanimously approved the waiving of a Variance Application Fee in the amount of \$620 for Parcel 404-26-043B as owned by a Mr. Michael Thomsen.

Councilor German requested item #16

16. **Discussion, consideration, and possible direction to staff relative to donating obsolete Town Computer equipment to the Camp Verde Senior Center as the Town’s computers are replaced.**
On a motion by German, seconded by Whatley, the Council unanimously directed staff to work on an agreement to loan 4 or 5 of the “newer” old computers, as they are replaced and stripped of all other information, to the Camp Verde Senior Center.

There was no public input.
17. **Discussion, consideration, and possible direction to staff relative to setting parameters to include, but not limited to salary, expenses, per diem, etc. of an Interim Town Manager provided by the League of Arizona Cities and Towns and/or other possibilities relative to the appointment of an Interim Town Manager.** Staff Resource: David R. Smith
On a motion by Roulette, seconded by German, the Council unanimously voted to schedule a Special Session on Monday, March 22nd to postpone and address **Items 17 and 18** from tonight’s meeting, with the Special Session to start at 6:00 p.m.; **Item 19** is continued to the meeting of March 24th.

18. **Discussion, consideration, and possible direction to staff relative to setting the parameters to include, but not be limited to required knowledge, skills, and abilities, compensation levels, expenses, reimbursement of expenses, etc. as they relate to hiring a new Town Manager.** Staff Resource: David R. Smith
(See action taken at Item 17.)
19. **Discussion, consideration, and possible discussion relative to staffing the Finance Department. Discussion may include, but not be limited to retaining Michael Scannell on a contractual basis and/or reclassifying Senior Accountant Lisa Elliott.** Note: Council may vote to hear this matter in Executive Session pursuant to ARS §38-431.03 (A)(1) for discussion or consideration of assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body. Staff Resource: David R. Smith/Michael Scannell
(See action taken at Item 17.)

Councilor Garrison requested item #20

- ~~20. **Discussion or consultation with the Town Attorney for legal advice concerning the Town's use of certain personal property rights.** Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation with the attorney for legal advice and §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider Council's position regarding contracts that are the subject of negotiation, in pending or contemplated litigation, or in settlement discussions in order to avoid or resolve litigation in connection with the Town's use of certain personal property rights.~~
21. **Call to the Public for Items not on the Agenda.**
There was no public input.
22. **Advanced Approvals of Town Expenditures..**
There were no advanced approvals.
23. **Manager/Staff Report**
There was no Manager/staff report.
24. **Adjournment**
On a motion by Whatley, seconded by Roulette, the meeting was adjourned at 7:30 p.m.