

**ACTIONS TAKEN  
REGULAR SESSION  
MAYOR AND COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
WEDNESDAY, MARCH 5, 2008  
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) February 26, 2008 – Retreat/Form with Yavapai-Apache Nation Tribal Council
    - 2) February 21, 2008 – Joint Work Session Camp Verde Sanitary District
    - 3) February 20, 2008 – Regular Session
    - 4) February 13, 2008 – Joint Work Session Parks & Rec
  - b) **Set Next Meeting, Date and Time:**
    - 1) Joint Special Session with Sanitary District – March 6, 2006 at 5:00 p.m.
    - 2) Joint Work Session with Library Advisory Commission – March 12, 2008 at 6:30 p.m.
    - 3) Regular Session – March 19, 2008 at 6:30 p.m.
    - 4) Council Hears Planning & Zoning – March 26, 2008 at 6:30 p.m.
  - c) **Possible authorization for the Mayor to sign a withdrawal form to transfer \$93,217.39 from the ~~Library Endowment Fund~~ MARY LYON'S FUND banking account at AmTrust Bank to the Town's general banking account at Wells Fargo Bank for reimbursement of expenditures for the Library Master Plan Design.** (Staff Resource: Michael Scannell)
  - d) **Possible acceptance of Dee Whitt's resignation from the Trails & Pathways Commission and presentation of a Certificate of Appreciation for her service.**
  - e) **Possible appointment of Carol German to serve on the Design Review Board as the Planning & Zoning representative for a 6-month period.** (Staff Resource: Michael Scannell)
  - f) **Possible authorization for the Mayor to sign a Special Event Liquor License for the Highland Games, Welsh League of Arizona, to be held on Saturday March 29, 2008 from 10:00 a.m. to 5:00 p.m.** (Staff Resource: Lynda Moore)
  - g) **Possible authorization for the Mayor to sign a letter for transmittal (with the site and parcel map) to Arizona State Parks seeking a "Waiver of Retroactivity for Acquisition Projects" for a 118-acre Community Park.** This waiver will assist in the property purchase through a Heritage Grant. (Staff Resource: Michael Scannell)
  - h) **Possible authorization to transfer \$832,000 from the Town's General Fund Local Government Investment Pool account to the Town's Wells Fargo bank account for distribution to Yavapai Title for the purchase of 118.7 acres from the Government Services Administration for the Community Park.** (Staff Resource: Michael Scannell)
  - i) **Possible authorization for the Mayor to execute a Refunding Agreement in order to memorialize the terms and conditions of the \$832,000 inter-fund loan between the Town's General Fund and the Town's Parkland Acquisition Fund.** (Staff Resource: Michael Scannell)
  - j) **Possible approval of a Qwest Corporation Underground Utility Easement Agreement for an in consideration of \$10.00 and authorization for the Mayor to sign the document and all other escrow closing documents for the 118-acre Community Park.**

- k) **Consideration, and possible approval of Ordinance 2008-A350, an ordinance of the Town Council of the Town of Camp Verde, Yavapai County, Arizona, establishing a policy of conducting Criminal Record Checks for prospective Town employees and volunteers.** This ordinance will supersede Ordinance 2000-A170. (Staff Resource: David R. Smith)
- l) **Discussion, consideration, and possible direction to staff to go out to bid to hire a consultant to prepare a Master Plan for the Community Park, located at the 118-acre site, Parcel A, purchased from the U.S.F.S.**

On a motion by Smith, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented, with Items 4.f), h), j) and i) pulled for discussion.

(Items pulled for separate consideration and action)

- f) **Possible authorization for the Mayor to sign a Special Event Liquor License for the Highland Games, Welsh League of Arizona, to be held on Saturday March 29, 2008 from 10:00 a.m. to 5:00 p.m.**

On a motion by Smith, seconded by Kovacovich, the Council voted 4-1 to authorize the Mayor to sign a Special Event Liquor License for the Highland Games, Welsh League of Arizona, to be held on Saturday March 29, 2008 from 10:00 a.m. to 5:00 p.m.; with a 'no' vote by Garrison.

- h) **Possible authorization to transfer \$832,000 from the Town's General Fund Local Government Investment Pool account to the Town's Wells Fargo bank account for distribution to Yavapai Title for the purchase of 118.7 acres from the Government Services Administration for the Community Park.**

On a motion by Smith, seconded by Garrison, the Council unanimously authorized the transfer of \$832,000 from the Town's General Fund Local Government Investment Pool account to the Town's Wells Fargo bank account for distribution to Yavapai Title for the purchase of 118.7 acres from the Government Services Administration for the Community Park.

- i) **Possible authorization for the Mayor to execute a Refunding Agreement in order to memorialize the terms and conditions of the \$832,000 inter-fund loan between the Town's General Fund and the Town's Parkland Acquisition Fund.**

On a motion by Kovacovich, seconded by Elmer, the Council unanimously authorized the Mayor to execute a Refunding Agreement in order to memorialize the terms and conditions of the \$832,000 inter-fund loan between the Town's General Fund and the Town's Parkland Acquisition Fund.

- j) **Possible approval of a Qwest Corporation Underground Utility Easement Agreement for an in consideration of \$10.00 and authorization for the Mayor to sign the document and all other escrow closing documents for the 118-acre Community Park.**

On a motion by Smith, seconded by Gioia, the Council disapproved of the Underground Utility Easement Agreement.

On a motion by Gioia, seconded by Smith, the Council unanimously authorized the Mayor to sign all documents and other escrow closing documents including purchase agreement for the 118.7-acre Community Park.

Staff was directed to discuss the Town's concerns with Qwest and to negotiate a modification to clarify the Town's access across the Easement, and to report back to Council on the 19<sup>th</sup> of March with a resolution of the issue.

- l) **Discussion, consideration, and possible direction to staff to go out to bid to hire a consultant to prepare a Master Plan for the Community Park, located at the 118-acre site, Parcel A, purchased from the U.S.F.S.**

On a motion by Garrison, seconded by Gioia, the Council voted unanimously to reconsider Item 4.l) to allow public input.

On a motion by Garrison, seconded by Elmer, the Council unanimously directed staff to go out to bid to hire a consultant to prepare a Master Plan for the Community Park located at the 118-acre site, Parcel A, purchased from the U.S.F.S.

It was determined that Item 4.l) had been approved as part of the Consent Agenda by mistake and the Council voted to reconsider the item in order to allow for public input.

**PUBLIC INPUT**

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

**Howard Parrish**  
**Bob Johnson**  
**Roger Doering**

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

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

**Howard Parrish**  
**Amber Teague**  
**Tim Sykes**

There was no further public input.

**6. Council Informational Reports**

Gioia reported that a subcommittee group with the Sanitary District went very well; he attended an intergovernmental group in Clarkdale, an important part of which was an update on HB 2772 regarding the inter-basin transfer from the Verde Basin to the Coconino Basin by the City of Williams, the opposition of which will be discussed in Item 10A on tonight's agenda. Gioia also reported that the Council had an excellent meeting with the Yavapai-Apache Council members recently.

**7. Discussion, consideration, and possible approval of a proclamation declaring April as "Fair Housing Month" and an update by Southwest Fair Housing Council on the upcoming Camp Verde Housing Information Fair scheduled for April 11, 2008 from 4:00 to 6:00 p.m. in Rooms 206-207.**

On a motion by Smith, seconded by Gioia, the Council unanimously approved a proclamation declaring April as "Fair Housing Month".

There was no public input.

**7a. DISCUSSION, CONSIDERATION, AND POSSIBLE DIRECTION FROM COUNCIL ON THE PROPER CODING OF REVENUES GENERATED FROM THE LIBRARY'S BOOK SALES.**

On a motion by Elmer, seconded by Garrison, the Council voted unanimously to support the recommendation of the Town Manager regarding following the proper accounting of the Library book sales.

**PUBLIC INPUT**

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

**Tim Sykes**  
**Maureen Pastine**  
**Arlene Chronis**  
**Roger Doering**

There was no further public input.

A recess was called at 7:47 p.m.; the meeting was called back to order at 7:53 p.m.

8. **Update and discussion of the following items related to the CDBG Townsite Redevelopment/ Community Improvements (Restroom) Project:**
- a. **Purpose and location of the project; and**
  - b. **Sales Tax requirements related to the project; and**
  - c. **Possible approval to allocate the \$6,000 that was approved on 2/27/08 from the CIP fund rather than the Park Fund; and**
  - d. **Possible approval of the attached Revised Change Order reflecting the corrected sales tax amount to be paid; and**
  - e. **Possible authorization to expend an additional \$2,293.87 (\$8,293.87 - \$6,000) for a total payment of \$8,293.87 (sales tax and project costs) of unbudgeted monies from the CIP to complete the project.**

On a motion by Smith, seconded by Kovacovich, the Council unanimously authorized the expenditure of an additional \$2,293.87 for a total payment of \$8,293.87 of unbudgeted monies from the CIP to complete the project, and approval of the attached Revised Change Order.

There was no public input.

9. **Discussion, consideration, and possible adoption of a Policy Statement that authorizes the Mayor, as the Town's Chief Elected Official, to support or oppose Bills introduced during legislative sessions when they adversely affect the Town's interests and need an immediate response.**

On a motion by Smith, seconded by Garrison, the Council unanimously authorized the Chief Executive Official, the Mayor, to (1) support legislation that protects the ground water aquifer Verde River Basin; (2) oppose legislation that compromises the integrity of the ground water aquifer Verde River Basin; (3) support legislation that maintains the State Shared Revenues; (4) oppose legislation that erodes State Shared Revenues; (5) support legislation that maintains land use authority for municipalities in Arizona; and/or (6) oppose legislation that erodes the land use authority for municipalities in Arizona.

It was also suggested that Council members bring back other related items of interest to discuss at the March 19<sup>th</sup> meeting.

No public input.

10. **Discussion, consideration and possible action relative to establishing a Notification Procedure that requires the staff member or Council member who agendizes an item for Council consideration to notify the individual(s) that might be directly affected by that agendized item.**

Staff was directed to establish a procedure to take whatever steps are necessary to notify any business enterprise or person who might be directly affected by an agendized item, unless the Manager determines that such notification is not practicable, and to bring back the proposed procedure to Council at the March 19<sup>th</sup> meeting for consideration.

There was no public input.

- 10.A **DISCUSSION, CONSIDERATION, AND POSSIBLE AUTHORIZATION FOR THE MAYOR TO RELAY CONCERNS REGARDING HB 2772, WHICH WOULD AUTHORIZE AN INTER-BASIN WATER TRANSFER BY THE CITY OF WILLIAMS, THUS PERMITTING THE CITY OF WILLIAMS TO PUMP GROUNDWATER OUT OF THE VERDE WATERSHED.**

There was no action taken.

The requested authorization was given by action taken on Item 9; however, it was agreed to modify the draft letter to reflect a proposed period of 15 years for "sunsetting", instead of 15-20 years.

There was no public input.

**11. Discussion and consideration of possible options relative to shortening the length and frequency of Council meetings in order to reduce the impact on Council members and staff and the costs associated with these meetings. Discussion may include, but not be limited to, having the attorney attend meetings telephonically, holding executive sessions prior to the meeting as opposed to the end of the meeting, placing all administrative items on the Consent Agenda, limiting presentations to 10 minutes, and ending the meetings at a specific time, such as 9:00 p.m.**

On a motion by Smith, seconded by Garrison, the Council voted unanimously to start Executive Sessions between 5:00 and 6:00, prior to regular Council meetings.

On a motion by Smith, seconded by Kovacovich, the Council voted unanimously to conclude Council meetings at 10:00 p.m. with a planned 5-minute recess between 8:00 p.m. and 8:30 p.m.

On a motion by Smith, seconded by Kovacovich, the Council voted unanimously to direct staff to streamline our Town Code to reduce time-consuming items and bring these suggestions to Council for possible adoption.

On a motion by Smith, seconded by Garrison, the Council voted unanimously to limit oral contributions to three minutes for the Council and public, and direct staff to purchase a traffic light timer.

A motion made by Garrison, seconded by Elmer, to eliminate Council meetings on each second week during the months of June, July and August was withdrawn by Garrison after further discussion.

There was no public input regarding each motion.

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

**Robin Whatley** said she believes that the Council members and the Mayor do not receive a fair compensation, especially compared with Cottonwood, and that issue should be addressed at some point.

There was no further public input.

**13. Advanced Approvals of Town Expenditures**

**1. There are no advanced approvals.**

There were no advanced approvals of Town expenditures.

**14. Manager/Staff Report**

Town Manager Scannell referred to the Budget Calendar that has been distributed to the members; he asked that the Council take note of the Work Session dates scheduled during the month of May and to identify the times when the members will be available; a brief discussion was held regarding the new budget process procedure.

Town Clerk Barber reported that the Senior Center bids were received; one bid was within the budget guidelines. Barber will present the recommendation to Council on March 19<sup>th</sup>, and the work will start shortly thereafter. She has also notified the Senior Center of what is happening.

**15. Adjournment**

On a motion by Smith, seconded by Garrison, the meeting was adjourned at 10:02 p.m.