

**ACTIONS TAKEN  
REGULAR SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS  
WEDNESDAY, APRIL 21, 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) Special Session – April 14, 2010
    - 2) Regular Session – April 7, 2010
    - 3) Special Session – April 7, 2010
    - 4) Executive Session – April 7, 2010 (recorded)
    - 5) Special Session – March 31, 2010
    - 6) Special Session – March 22, 2010
  - b) **Set Next Meeting, Date and Time:**
    - 1) April 28, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters – **CANCELLED**
    - 2) April 28, 2010 at 6:30 p.m. – Work Session – Fire District Fees
    - 3) May 05, 2010 at 6:30 p.m. – Regular Session
    - 4) May 12, 2010 at 1:00 p.m. – Budget Work Session
    - 5) May 19, 2010 at 6:30 p.m. – Regular Session
    - 6) May 26, 2010 at 1:00 p.m. – Budget Work Session
    - 7) May 26, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters
  - c) **Possible approval of out-of-state travel for Animal Control Officer to attend training in Laughlin, NV.** This is a budgeted item. Staff Resource: David R. Smith
  - d) **Possible approval of the Financial Operations Guide, Revision #2, adding ‘designee’ in the absence of a Finance Director** Staff Resource: Debbie Barber
  - e) **Approval of Ordinance 2010-A370, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona reinserting Section 3-2-a.1 (Formerly Section H), appointment of Acting Town Manager and Duties and Amending the following Section of the Town Code: 2-2-5 Absence of Mayor, 2-3-1.1 Times and Places of Special Meetings, 2-3-2 Special Meetings.**

On a motion by Baker, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented, with the addition of the Special Session on April 28<sup>th</sup>, the Special Session at 5:15 p.m. on May 5<sup>th</sup>, the change in the Regular Session Minutes of April 7<sup>th</sup>; and pulling Item 4.d) for discussion.

Garrison requested that the April 7, 2010 Regular Session Minutes include the legal opinion of Town Attorney Sims on conflict of interest. Burnside announced that the meeting for April 28, 2010 at 6:30 p.m. will be scheduled as a Special/Work Session with the Fire District and Lisa Elliott; also, there will be a Special Session added for May 5, 2010 at 5:15 p.m., with Lisa Lumbard.

Garrison requested that Item 4.d) be pulled for discussion.

**4.d) Possible approval of the Financial Operations Guide, Revision #2, adding ‘designee’ in the absence of a Finance Director** Staff Resource: Debbie Barber

On a motion by Garrison, seconded by Baker, the Council unanimously approved the Financial Operations Guide, Revision #2, with an insertion in the first paragraph on the first page specifying “or designee” after “Finance Director.”

5. **Special Announcements & Presentations**

- a. **Ed Bantel of SW Risk will present an award of excellence to the Town of Camp Verde in recognition of outstanding achievement and continued excellence in Risk Management and Loss Control.** Staff Resource: Matt Morris
- b. **Proclamation declaring May 2, 2010 through May 8, 2010 as Municipal Clerk’s Week.** Staff Resource: Debbie Barber  
Referring to Item a, Mayor Burnside said that Ed Bantel was unable to attend the meeting because of illness. Burnside then read aloud the Proclamation declaring May 2-8, 2010 as Municipal Clerk’s Week.

6. **Council Informational Reports.**

**Kovacovich** reported that he and the Mayor last week met with nursing students from NAU; they are conducting a survey of issues that affect the youth, and will be submitting a report later. Kovacovich attended the annual meeting of the Verde Valley Water Users Association; the adjudication will eventually get here.

**Burnside** announced that ADEQ will be holding an electronic recycle event for 5 hours on May 8<sup>th</sup>; flyers will be published regarding disposing of all electronic devices at that event. Burnside thanked Dugan McDonald of Heritage Survey for the rendering to the Town for the Master Plan of the Park; every corner of the buildings and fields has been laid out.

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

(Comments from the following individuals are summarized.)

**Howard Parrish** said that the Posse is on its way from Pinetop-Lakeside carrying the mail, and will arrive Friday, April 23<sup>rd</sup>, and will

hand over the mail to the Camp Verde Post Office; there will be a banquet that evening and tickets are \$20 per head. Parrish described how the publicity is attracting attention from all over, helping the economy, and suggested that the Council consider a donation to the Cavalry.

**Irene People** expressed her disappointment with the current Town Council; she had hoped there would be an end to the back-door dealings, the marathon meetings, the nit-picking, grandstanding and pontificating at the meetings, and micro-management. She suggested keeping meetings short, asking questions of Town staff prior to the meetings, and stop picking at each other. (*Garrison asked Barber to confirm that she does ask questions, but the public also wants to know answers; furthermore, she does not get into any back-door dealings.*)

**Linda German** said that she understands that the Mayor told the Chino Valley Mayor that their town was getting a "gourmet Town Manager," but Camp Verde only needed a "dutch oven Town Manager," and that makes her very angry, and she believes that it is an indication that the Mayor's standards for this Town are extremely low. The Town may be small, but it should still strive for excellence. Since Camp Verde has lost the best Town Manager this Town has ever had, we are beginning to see the unraveling of the work that Mr. Scannell accomplished. The Council seems to have forgotten its role, and that is to set policy, not micro-manage. (*Burnside clarified his remark regarding Mr. Scannell; he referred to Scannell as a "gourmet cook" in our "dutch oven café." It was intended as a compliment. Whatley added the comment that Mr. Scannell quit his job here, he was not asked to leave.*)

**Linda Harkness** wanted to inform the Council that there needed to be immediate action regarding applying for a loan from the USDA for the Library; she acknowledged that this item is on the Agenda, but insisted that she just wanted to stress the urgency, and asked that the Council consider allocating .25 percent from the Sales Tax increase for the Library loan, and reviewed the funds already on hand.

There was no further public input.

8. **Quarterly Reports from the following: a) Board of Adjustments, b) Planning & Zoning Commission, and c) Chamber of Commerce**

There was no action taken.

The Quarterly Report for the Board of Adjustment was given by Al Roddan, Chairman; and Jenna Owens presented the Quarterly Report for the Planning & Zoning Commission in place of Chairman Butner. Tracie Schimikowsky gave a Power Point presentation on behalf of the Chamber of Commerce.

**Old Business – Items 9, 10, and 11 are carried over from the 4/7/10 Regular Session:**

9. **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 2009-781, Adopting Fees for Town Services.**

*Staff Resource: Debbie Barber*

On a motion by Garrison, seconded by Roulette, the Council unanimously approved Resolution 2010-807, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona superseding Resolution 2009-78, Adopting Fees for Town Services.

Councilor Roulette requested item #10:

10. **Discussion, consideration, and possible direction to staff relative to possible uses of the 15 acres that the Town leased as part of the Intergovernmental Agreement with the Camp Verde Sanitary District, to include but not be limited to the possibility of subleasing the property.**

On a motion by Roulette, seconded by Baker, the Council **voted 5-2** to look at opportunities to sublease the 15 acres of leased land that the Town currently has in a sublease with the Sanitary District; **with Garrison and Burnside opposed.**

In response to further discussion, a motion proposed by Roulette to amend the original motion to specify "**all or some of**" the 15 acres failed for lack of a second.

Mayor Burnside requested item #11:

11. **Discussion, consideration, and possible direction to staff relative to the Camp Verde Sanitary District IGA Section IV – Special Use Permit wherein the Town agrees to work with the District to renew the Special Use Permit with the Forest Service that expires in 2014.**

On a motion by Burnside, seconded by Garrison, the Council unanimously directed staff to start the required process for the access to the Park and the 15 acres, on one application to the Coconino County Forest Service.

**New Business:**

12. **Presentation by Bob Frankenberger and Eric Vondy from State Historic Preservation Office (SHPO) regarding the planning charette process utilized by SHPO in other Arizona communities, followed by discussion, consideration, and possible direction to staff to coordinate with SHPO to conduct a planning charette for the creation of a civic plan for the downtown area of Camp Verde at a cost of approximately \$15,000.** This is an unbudgeted item from the Contingency Fund. Staff Resource: Matt Morris

On a motion by Whatley, seconded by Garrison, the Council **voted 5-2** to direct staff to explore other economic development strategies to help sustain the viability of Main Street in the Downtown area; **with German and Roulette opposed.**

**PUBLIC INPUT**

(Comments from the following individuals are summarized.)

**Howard Parrish** commented that the Downtown area is where the help is needed; half the buildings in Town are empty.

**Dave Freeman**, a member of the Chamber and a small business person, spoke at length on the need for the Town to have a passion in order to grow, a sense of itself, and that needs to be expressed to the world at large; there must be incentives in order to attract new businesses and new growth, and the proposed charrette is one of the necessary tools to use for that purpose.

There was no further public input.

A recess was called at 8:31 p.m.; the meeting was called back to order at 8:43 p.m.

Prior to addressing Item 13, Whatley suggested that Items 17 and 18 be heard next, in response to a request from members of the audience; it was agreed to honor that request.

13. **Discussion and consideration regarding activities and estimated costs as they pertain to the operation, administration, and bus purchase costs relative to the planning and budgeting of a public transit system, followed by possible direction to staff to proceed with the following:** a) Preparation of a letter to Arizona Department of Transportation (ADOT) indicating the Town's interest in completing or updating a Public Transit Feasibility and Implementation Study, adding that the study is not to exceed \$50,000 in grant funding; b) designating a staff member as the local Project Manager; and c) authorization to reappropriate funds to meet the Town's 20% match requirement for the grant of approximately \$10,000. *This is an unbudgeted item from the Contingency Fund. Staff Resource: Valerie House*

There was no action taken.

14. **Discussion, consideration, and possible authorization to use an on-line auction service to dispose of surplus property and equipment.** *Staff Resource: Ron Long*

On a motion by Baker, seconded by Whatley, the Council unanimously directed staff to, (1), work with the City of Tucson to bring to Council a cooperative purchasing agreement for Council's approval; and (2) then work with the public group to formalize auction procedures for the Town of Camp Verde.

15. **Discussion, consideration, and possible approval of Resolution 2010-808, a Resolution of the Mayor and Council of the Town of Camp Verde, Yavapai County, Arizona, approving and adopting the Intergovernmental Agreement between the Town of Camp Verde and the Camp Verde Unified School District No. 28 of Yavapai County allowing: South Verde Technology Magnet High School (South Verde High School) students from the Camp Verde Unified School District #28 to make use of the Town gymnasium and soccer fields for the purposes of Physical Education Instruction.** *Staff Resource: Ron Long*

On a motion by Baker, seconded by German, the Council unanimously approved Resolution 2010-808, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and adopting the Intergovernmental Agreement between the Town of Camp Verde and the Camp Verde Unified School District No. 28 of Yavapai County allowing: South Verde Technology Magnet High School (South Verde High School) students from the Camp Verde Unified School District #28 to make use of the Town gymnasium and soccer fields for the purposes of Physical Education Instruction, **and also with the changes that Councilor German requested.**

16. **Discussion, consideration, and possible approval of the following:** Staff Resource: Lisa Elliott
- a) **Voluntary Retirement Incentive Program, to include the timeline, application and agreement.**
  - b) **Establishing incentive amounts by increasing the range of sick leave payout by an additional 10% to 100%. The current payout for eligible employees is 50%. The recommended cap is \$27,000, which is unbudgeted and will come from the Contingency Fund. The balance remaining in the Contingency Fund as of April 7, 2010 is \$27,324.62.**
  - c) **Authorization to reappropriate Contingency Funds to fund the increased Sick Leave Accrual cash-outs.**

On a motion by German, seconded by Garrison, the Council **voted 5-2** to approve (1) the establishment of a Retirement Incentive Program with the parameters and guidelines as approved by Council; and (2) the re-appropriation of Contingency Funds in the

amount of \$20,000 to fund the increased Sick Leave Accrual cash-outs; **with Kovacovich and Whatley opposed.**

On a motion by Baker, seconded by Roulette, the Council **voted 5-2** to amend the re-appropriation to \$10,000 instead of \$20,000; **with Kovacovich and Garrison opposed.**

**Note: The following Items 17 and 18 were heard prior to Item 13 and subsequently the remainder of the Agenda.**

Councilor Roulette requested item 17:

17. **Discussion, consideration and possible direction to staff relative a possible tax increase of less than 1%.**  
 On a motion by German, seconded by Baker, the Council **voted 3-4** to raise the Sales Tax a minimum of three-quarters of a cent, with one-quarter of that being designated for the building of the Library; **with Burnside, Whatley, Garrison and Kovacovich opposed; the motion was denied.**

**PUBLIC INPUT**

(Comments from the following individuals are summarized.)

**Jim Ash** stated that he is in favor of the tax increase; he would like to see a new Library in his lifetime.

**Charlie German** said the history of Camp Verde is based on individuals grouping together to get things done in the community; the Fire District and the schools impose taxes of their own and are able to make necessary improvements. Citizens are looking to the Council to provide support for their efforts to raise funds and go for the loans.

**Irene People** commented that the Council should realize that if the tax is not increased, the Town finances might fall even farther behind by waiting until it is put on the ballot.

**Linda German** suggested a tax increase of .75 percent, with .25 percent for construction of the Library; and to look at including the hotels in the raise as well; it is wrong to not have higher retail taxes for the hotel industry.

There was no further public input.

Councilor Garrison requested item 18:

18. **Discussion, consideration, and possible direction to staff relative to preparing a tax increase proposition for the November ballot. If accepted, this item will also include approval of the ballot language.**  
 On a motion by Garrison, seconded by Kovacovich, the Council **voted 5-2** to direct staff to move forward with taking the tax increase to the voters on the November ballot, to raise the tax by one percent; **with German and Baker opposed.**

Mayor Burnside requested item 19 & 20:

19. **Discussion, consideration, and possible direction to staff relative to an application for funding from USDA Rural Development for the construction of a new library.**  
 On a motion by Burnside, seconded by Kovacovich, the Council **voted 6-1** to **not move** on the application for funding; **with German opposed.**
20. **Discussion, consideration, and possible direction to staff to put in an access road and gate off of McCracken Lane, as this is the only legal access to the Community Park at this time.**  
 There was no action taken.

**PUBLIC INPUT**

(Comments from the following individuals are summarized.)

**Deborah Ranney** encouraged the Council members, before making any decision, to see for themselves what has been done to the airstrip, the trash, carcasses from dead animals from hunts; by opening up the Park land, giving them a gate, the Town will just be inviting a lot of trouble; it will not be secured. The public deserves to have a Park that is done right the first time.

**Irene People** said that McCracken Road started out as a dirt road, there was no engineering. Once one dirt road gets in, it stays.

**Charlie German** agreed with what Ms. Ranney said, adding that we should do it the way we said we would; get a plan.

There was no further public input.

After discussion, Burnside announced that he will pull this item; however, he will not stop working on the Park. Burnside said that if anyone from the public wants to, they can come out and help him because that is exactly what he is going to do. Sitting and waiting is

not an option, in his opinion.

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 Baker, seconded by Whatley, the meeting was adjourned at 10:54 p.m.