

MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, APRIL 15, 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, Kovacovich, German and Roulette were present.

Also Present: Town Manager Mike Scannell, Mayoral Candidate Bob Bumside and Councilor-Elect Robin Whatley, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.
3. **Pledge of Allegiance**
The Pledge was led by German.
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 1, 2009
 - 2) Executive Session – April 1, 2009 (taped)
 - 3) Regular Session – April 1, 2009
 - b) **Set Next Meeting, Date and Time:**
 - 1) April 22, 2009 at 6:30 p.m. – Council Hears Planning & Zoning - CANCELLED
 - 2) May 6, 2009 at 6:30 p.m. – Regular Session
 - 3) May 18, 2009 at 2:15 p.m. – Budget Work Session
 - 4) May 20, 2009 at 2:15 p.m. – Budget Work Session
 - 5) May 20, 2009 at 6:30 p.m. – Regular Session
 - 6) May 27, 2009 at 6:30 p.m. – Council Hears Planning & Zoning
 - c) Possible approval of proclamation declaring May 2009 as "Motorcycle Safety and Awareness Month". (Staff Resource: Debbie Barber)
 - d) Possible authorization to for Mayor to sign letter rescinding the acquisition proposal between the Town and the US Forest Service for 223+ acres under the Town Site Act Purchase and Sale Agreement and to request a reimbursement of the remaining Collection Agreement deposit of approximately \$5,000. (Staff Resource: Michael Scannell)
 - E) Discussion, consideration, and possible direction to staff relative to re-appropriating CIP funds originally approved to replace the truck for the Street Inspector to the purchase of a used 2005 Kick Broom (street sweeper). There is \$32,000 budgeted in the CIP for the purchase of the Street Inspector's truck. (Staff Resource: Ron Long)
 - F) Possible approval of Resolution 2009-765, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona establishing the Town of Camp Verde, Arizona Centennial Committee. (Staff Resource: Michael Scannell)
 - G) Possible approval of a revised FY 2009-10 Budget Calendar. (Staff Resource: Lisa Elliott)
 - H) Presentation of Certificate of Appreciation for her service on the Planning & Zoning Commission (Staff Resource: Mayor and Council)
 - I) POSSIBLE APPROVAL OF FUNDING FOR THE CAMP VERDE CAVALRY AND THE CAMP VERDE MISSOULA CHILDREN'S THEATER RESIDENCY FOR \$1,375 EACH FROM THE COMMUNITY DONATIONS LINE ITEM, AS RECOMMENDED BY THE NON-PROFIT FUNDING COMMITTEE AND AUTHORIZING THE MAYOR TO EXECUTE THE DOCUMENTS. THIS IS A BUDGETED ITEM. (Staff Resource: Debbie Barber)

On a motion by Hauser, seconded by Garrison, the Consent Agenda was unanimously approved as presented, with Items 4c), h), d) and f) pulled to be separately addressed.

Councilor Garrison requested a correction to the Regular Session Minutes of April 1, 2009, Page 8, insert a statement following the paragraph at the top of the page, as follows: "The call for the question was made and the public was not allowed to address that issue."

Gioia requested the addition of an Executive Session for April 22, 2009 at 6:00 p.m. regarding the Wood Yard; Gioia also requested that Items c) and h) be pulled; German requested that Items d) and f) be pulled for discussion as well.

4.c) Possible approval of proclamation declaring May 2009 as "Motorcycle Safety and Awareness Month."

On a motion by Gioia, seconded by Smith, the Council unanimously approved the Proclamation declaring May 2009 as "Motorcycle Safety and Awareness Month."

Town Clerk Barber read aloud the subject Proclamation in response to a request from Mayor Gioia.

4.d) Possible authorization to for Mayor to sign letter rescinding the acquisition proposal between the Town and the US Forest Service for 223+ acres under the Town Site Act Purchase and Sale Agreement and to request a reimbursement of the remaining Collection Agreement deposit of approximately \$5,000.

Staff was directed to find out the details on what the \$5,000 entitles the community to.

Town Manager Scannell reviewed the background of the remaining deposit amount of \$5,000 on the proposed original 223-acre park site; he had previously brought the issue before Council for instruction on whether to leave it with the Forest Service, since that parcel was no longer being considered for purchase at this time. After discussion it was agreed that the funds would be left on deposit pending research by staff on whether doing so could protect the Town's right to purchase, as well as to determine whether leaving the money where it is prevents the Forest Service from moving the property.

4.f) Possible approval of Resolution 2009-765, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona establishing the Town of Camp Verde, Arizona Centennial Committee.

On a motion by Kovacovich, seconded by Smith, the Council unanimously approved Resolution 2009-765.

Jan Starkey and Mary Liggett, members of the Arizona Centennial Committee, distributed a packet of information regarding the upcoming Centennial Year planning activities, and invited everyone to attend the May 26th meeting to be held in the County Board of Supervisors Offices in Cottonwood. The speakers outlined some tentative ideas to help celebrate and occasion and urged the public to share their ideas and to get involved.

4.h) Certificate of Certificate of Appreciation for her service on the Planning & Zoning Commission.

There was a request to replace "her" in the Agenda title with "Carol German's"; Mayor Gioia then presented the Certificate of Appreciation to Councilor German, with special recognition from all the members.

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

(Comments from the following individuals are summarized.)

Howard Parrish said he had tickets for sale for the big BBQ; come on out, visit the townspeople and maybe make new friends.

There was no further public input.

6. Council Informational Reports

Smith reported on recent actions by the Sanitary District Board, and on his participation in the April 15th "Tea Party" activities in Cottonwood. Smith also reported that finishing the work on White Bridge is being held up by ADOT in connection with the guardrail.

Garrison said she had attended a luncheon meeting at which Ken Bennett, Secretary of State, was the guest speaker; it was a most informative meeting, and full disclosure of the budget details may be found on www.azsos.gov.

Hauser commented on the fun activities during the Easter Egg Hunt, and reported on her attendance at the WAC meeting and information that Camp Verde appears to do pretty well on water conservation measures.

Gioia reported on his attendance at the Mayors' meeting and the proposed ADOT "Arizona Parkway Design Concept"; his participation in the Day of the Soldier, the Canoe Races, the Verde River-Big Chino meeting at Yavapai College, the Easter Egg Hunt, Monster Truck Crush and Bike Rodeo, and the opening of the Dollar General Store; and discussions with Kirkpatrick's office regarding the stimulus issue.

7. Presentation and discussion of the Camp Verde Chamber of Commerce report for the period covering November 2008 – March 2009.

There was no action taken.

Tracie Schimikowsky presented the Chamber of Commerce report for the subject period; it was followed by a discussion with Council and a request to further research the possibility of a revision to the Logo to better recognize the Verde Valley on its own merits, and not appear as a part of Sedona.

8. Presentation and discussion of the Quarterly Reports from the following Commissions for the period covering January – March 2009:

- a) Trails & Pathways Commission
- b) Board of Adjustments
- c) Design Review Board
- d) Library Advisory Commission
- e) Planning & Zoning Commission
- f) Parks & Recreation Commission
- g) Housing Commission

There was no action taken.

The Chairperson of each of the above Commissions, with the exception of the Library Commission, gave a Quarterly Report on the activities; Library Director Laurito reported for the Library Commission. Following the report from on the Library Commission, Councilor Garrison commented on a possible misconception regarding the Commission pursuing the issue of a public vote on the location of the Library; for

clarification, the Commission acts in an advisory capacity and as a team player to Council and works in support of a Council vote. The Council has voted on location; if public chooses it can certainly put an initiative on the ballot; however, the Library Commission should not act as instigators of dividing the community on what Council has already voted on. Laurito indicated his complete understanding. German pointed out that if the citizen group, CCCVL, wants to raise the issue of a public vote it should bring it before Council, not to the Library Commission. Garrison cautioned that continuing to include an agenda item for Commission meetings to discuss location of the Library is incorrect.

Gioia expressed the appreciation of the Council for the work the Commissions and the Board are doing on behalf of the Town.

9. **Discussion, consideration, and possible appointment to the Trails and Pathways Commission. The term expires September 2011.**
(Staff Resource: Debbie Barber)

On a motion by Hauser, seconded by Garrison, the Council unanimously voted to appoint Ed Mezulis to the Trails and Pathways Commission.

Ed Mezulis confirmed his occupation, background, and desire to serve the community and help the Trails Commission further its goals.

There was no further public input.

A recess was called at 8:07 p.m.; the meeting was called back to order at 8:14 p.m.

Councilor Garrison requested items 10 and 11 that were carried over from the 3-18-09 meeting:

10. **Discussion, consideration, and possible direction to staff relative to amending Resolution 2008-745, a resolution of the Mayor and Common council of the Town of Camp Verde, Yavapai County, Arizona, superseding Resolution 2000-447 and establishing meeting policies and procedures for Council and all Town Commissions, to include an e-mail policy AND TO CORRECT OR AMEND INCONSISTENCIES IN THE RESOLUTION.**

Staff was directed as follows:

- Regarding No. 5: Current Events Summary: (Change to) **The Mayor, Chair, all Council Members or Manager** may recite..."
- **Confidential Mail:** Citizens who indicate "Confidential" must understand that the correspondence will be shared with other members, but will be held in confidence. If marked "Personal" staff will not open.
- Proclamations will continue to be placed on Consent Agenda.
- Regarding No. 3.C.: Council member discussion will continue to be limited to three (3) minutes per member. (Change to) The public may address the item more than one time.
- It will not be necessary to read all Consent Agenda items.
- Agenda items will include those that are already budgeted that need Council approval;
- Council Informational Reports will continue to be placed on the Agenda at the beginning.
- Gioia and Garrison will work with Barber to confirm the foregoing changes and decisions; Resolution 2008-745 will be revised accordingly and brought back to Council at the next meeting for approval.

Garrison reviewed the background of arriving at agreement on the final adoption of the subject Resolution 2008-745 on May 21, 2008. As one of several concerns, Garrison requested that the Mayor allow a moment for Council members to respond to public input at the end of the Call to the Public, which Gioia agreed to try to remember. Garrison detailed other concerns, including no opportunity for the public to speak on the Consent Agenda items; questioning how the inclusion of items on the Consent Agenda is determined, as well as the provision to not read some of the items aloud, which has not been followed; and the handling of e-mails and Confidential correspondence. Garrison requested that staff consolidate all the different documents pertaining to running a meeting into one document for uniformity and help in following the "rules of the game."

The Council members, together with input from Town Manager Scannell, discussed at length the issues raised, together with additional suggestions and subsequent agreement on either making changes or continuing to follow a particular procedure, all of which were summarized and set forth in specific directions to staff. In addition to preparing an amendment to the subject resolution as directed, Barber advised the Council that she is currently working on creating a document that pulls everything together, incorporating the amended Resolution, incorporating the Town Code, the Roberts Rules of Order, and all pertinent rules and policies; the draft document will be brought back to Council for review and adoption.

PUBLIC INPUT

(Comments from the following individual are summarized.)

Bob Burnside said he had two questions: If each member does not follow the rules, the written procedure will not work; and who determines what goes on the Consent Agenda. *Gioia explained that staff drafts a proposed agenda, the Mayor and Manager then have the responsibility to set the agenda at a meeting with staff.*

There was no further public input.

11. **Discussion, consideration, and possible direction to staff to include detailed Point of Order and Call for the Question procedures in the modified version of Robert's Rules of Order that will be presented to Council for consideration at the earliest possible date. Discussion may include the method with which the Mayor handled the discussion and her Point of Order made during the January 21, 2009 meeting and the procedure for handling the "Call for the Question" during the April 1, 2009 meeting.**

There was no action taken.

Garrison referred to the Point of Order she requested at the January 21st meeting that she feels has not been yet addressed or resolved; she had questioned the way the meeting was being handled, since she had not been allowed to speak with the public during the public input phase of an item. Scannell recalled that at the meeting there had been no rulebook in place for a determination; a modified version of Roberts Rules of Order is currently being drafted by the Town Clerk. Barber explained that the modified version of Roberts Rules of Order is being included in the draft referred to in the preceding item; the draft will be sent to the Town Attorney for review, and it should be back to Council for approval before the next Council is seated.

There was no public input.

Councilor Garrison requested item 12 that was carried over from the 4-1-09 meeting:

12. **Discussion, consideration, and possible direction to staff regarding fast-tracking the revisions of the Planning & Zoning Ordinance.**
There was no action taken.

In response to Garrison's expressed concern about the estimated time that will be involved in the P&Z Ordinance revisions, Scannell outlined the task that was ahead for Matt Morris that included intensive public participation. As far as "fast-tracking" the project, Scannell offered Garrison the opportunity to make random calls from a list of every competent planning consultant in the Western States; he guaranteed that each one would confirm that the project could not be completed any sooner than a year, and quite possibly two. Scannell advised the Council that Morris, in coordination with the Town Engineer and Community Development Director, is preparing a strategic plan, or flow chart, for work on the project that he will present to the Council fairly soon; it will not be a quick fix.

There was no public input.

13. **Discussion, consideration, and possible direction to staff relative to monies in the amount of \$8,791.72 that were raised from the Main Street Stampede during 2004, 2005, and 2006 for the benefit of the Main Street Merchants.** (Staff Resource: Lynda Moore)
On a motion by Smith, seconded by Hauser, the Council unanimously voted to direct staff relative to the monies in the amount of \$8,791.72, plus reasonable interest that were raised from the Main Street Stampede during 2004, 2005 and 2006 for the benefit of the Main Street Merchants, as discussed.

Parks & Recreation Director Moore explained that the portion of the proceeds from the Main Street Stampede events allocated to the Main Street Merchants for 2004-05-06, had been deposited into the General Fund in error where it now remains. Moore said that the money should be distributed to the merchants, as originally intended. The funds could either be set up in a trust fund for the Town to administer for the merchants, or transferred directly to an account managed by the merchants themselves. The Council agreed that the funds should be turned over to the merchants, together with a reasonable amount of interest that would have accrued.

PUBLIC INPUT

(Comments from the following individual are summarized.)

Louis Rezzonico, a member of the Main Street Committee, said that many of the original members are gone; however, the committee that is working on the signs could receive the money for deposit into a bank account and handled according to rules to be set up; he and Mr. Carter will work on the details and then coordinate the transfer with Scannell; the money will be used for all of the community.

Gioia offered an apology to the business members on how the funds had been handled, and expressed appreciation for the way the merchants had stepped in and worked on the events that benefited everyone.

There was no further public input.

14. **Discussion, consideration, and possible authorization for the Town Manager to complete an agreement with Heinfeld, Meech & Co., P.C. for the purpose of performing a cost allocation plan and user fee study for the Town of Camp Verde and establishing a budget appropriation in the amount of \$13,900 for completion of the study.** This is an unbudgeted item in the General Fund. (Staff Resource: Michael Scannell)
On a motion by Hauser, seconded by Roulette, the Council unanimously authorized the Town Manager to complete an agreement with Heinfeld, Meech & Co., P.C. for the purpose of performing a cost allocation plan and user fee study for the Town of Camp Verde and establishing a budget appropriation in the amount of \$13,900 for completion of the study.

Scannell explained the importance of having a cost allocation plan in place, which Camp Verde has never had. Scannell said that such a plan would provide a good and accurate mechanism for capturing costs and properly setting fees. In response to a question, Scannell said that after the initial cost and once the plan is created, periodic revisions could be made as a matter of maintenance.

There was no public input.

Mayor Gioia requested item #15, 15.a and 15.b:

15. **Discussion, consideration, and possible development of a statement that addresses Council's views to present at a community forum hosted by the Camp Verde Unified School District on April 22, 2009 at 7:00 p.m. in the Multi-Use Complex Theater located at 280 W. Camp Lincoln Road. The statement may include, but not be limited to teaching and learning, communications and relationships, and use of resources.**

ITEM 15.a WAS MOVED FROM THE CONSENT AGENDA

15.a Possible approval of Resolution 2009-764, a resolution of the Mayor and Council of the Town of Camp Verde, Yavapai County, Arizona, strongly urging the Arizona Department of Transportation (ADOT) to place in their five (5)-year Plan: 1) the construction of an eight mile, four-lane highway from Interstate 17 along State Route 260 to the present terminus of the four-lane divided highway at Thousand Trails; and 2) to utilize the excess seven million dollars remaining in the SR 260 budget for said construction. (Staff Resource: Mayor Gioia)

15.b **UPDATE TO COUNCIL AND REQUEST FOR FORMAL ACTION RELATIVE TO REQUESTING THAT ADOT MAKE A PUBLIC PRESENTATION IN THE NEAR TERM WITH RESPECT TO THE "ARIZONA PARKWAY DESIGN CONCEPT" THAT IS BEING CONSIDERED AS AN OPTION TO UPGRADE SR 260.**

On a motion by German, seconded by Garrison, the Council unanimously voted to direct staff to make a request that ADOT make a public presentation in the near term with respect to the "Arizona Parkway Design Concept" that is being considered as an option to upgrade SR 260.

Gioia said that a new concept is being supported by ADOT, and some consensus is needed to move it forward. The Parkway Design may resolve the question about rebuilding Hwy 260 into a four-lane highway, and serve to bring unanimity between the communities involved in the reconstruction. With a united front, the communities can take steps in another direction to get the job done on Hwy 260. At the Mayors and Managers meeting it was felt that all the Councils, as well as the Yavapai-Apache Nation, and a representative from the County, need to hear about the new concept from ADOT at a public presentation.

There was no public input.

COUNCILOR GARRISON REQUESTED ITEM #16

16. **DISCUSSION, CONSIDERATION, AND POSSIBLE DIRECTION TO STAFF RELATIVE TO THE BOARD OF ADJUSTMENTS AND THE POSSIBLE APPOINTMENT OF ALTERNATE MEMBERS TO SERVE IN THE ABSENCE OF APPOINTED MEMBERS.**

There was no action taken.

Garrison said that she had been advised by Stan Bullard that some members of the Board of Adjustments are dealing with serious health issues. Garrison asked if it would be possible to appoint alternate members to be available to constitute a quorum as medical issues might arise. The Council discussed possible answers to the problem presented, including reducing the number of Board Members from 7 to 5. There was general agreement that adopting a special rule to allow for alternates might not be a good solution. Buckel pointed out the difficulty of finding members to serve. It was suggested that Buckel research former P&Z Commissioners, or past Board Members who had served from 1998 to the present, for possible replacements. Another suggestion was to review applications for candidates who had expressed interest in more than one Commission.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Al Roddan, Board of Adjustments Chairperson, said that not many meetings have been missed for lack of quorums; the last persons appointed to the Board have been younger. It would be better to recruit new members than to change the procedure.

Howard Parrish suggested appointing a liaison from P&Z to serve for a period of time on the Board of Adjustments. *Smith said that doing so would create a conflict of interest since an issue being heard by the Board might have been voted upon already by P&Z.*

Gioia said that staff has heard some creative and helpful suggestions from Council and can move forward accordingly.

There was no further public input.

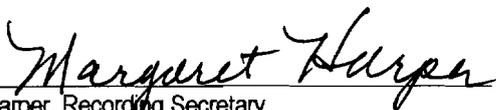
17. **Call to the Public for Items not on the Agenda.**

18. **Advanced Approvals of Town Expenditures**
a) There are no advanced approvals.

19. **Manager/Staff Report**

20. **Adjournment**
A motion by Hauser, seconded by Smith, to adjourn the meeting at 9:59 was withdrawn.

On a motion by Hauser, seconded by Smith, the meeting was adjourned at 10:20 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 15th day of April 2009. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 8 day of May, 2009.

Deborah Barber

Debbie Barber, Town Clerk