

**MINUTES
REGULAR SESSION
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, AUGUST 2, 2006
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 Baker, Smith, Kovacovich, Parrish and Parry were present.

Also Present: Town Manager Bill Lee, Town Attorney Bill Sims, Finance Director Dane Bullard, Town Marshal Dave Smith, Grants Administrator Mike Casebier, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Councilor Hauser.

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) July 25, 2006 – Joint Work Session
- 2) July 19, 2006 – Regular Session

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

- 1) Regular Session – August 16, 2006 at 6:30 p.m.
- 2) Council Hears P & Z – August 23, 2006 at 6:30 p.m. – **RESCHEDULED**
- 3) Council Hears P&Z – August 30, 2006 at 6:30 p.m.

c) **Possible approval of the Camp Verde Chamber of Commerce services agreement.**

d) **Possible approval of the Chamber of Commerce's first quarterly payment for \$33,669 for the period covering July, August, and September 2006.**

d) **Possible approval of a change order for \$5,254 to install a 2-ton Mitsubishi split system with cooling only for the equipment room at the new Marshal's facility. This is an unbudgeted item from the CIP.**

e) **Possible approval of a change order for \$4,273 to install a 42-circuit Square D Panel in the electrical room at the new Marshal's facility. This is an unbudgeted item from the CIP.**

f) **Possible approval of Amendment #2 to the IGA with ADOT, SR 260 Frontage Roads, TRACS NO. H3868 01R/03C/H5630 01C (Finnie Flat Road/Main Street). The purpose of the amendment is to modify and clarify Contract #JPA 00-173, extending the Main Street project until 2-28-07; requiring the Town to provide a right-of-way clearance memo to the State; and placing the ownership and maintenance responsibilities of Finnie Flat/Main Street in the Town's jurisdiction immediately upon satisfactory completion of the construction project.**

g) **Possible authorization for the Mayor to sign the "Delegation of Authority Agreement" with Water Infrastructure Authority of Arizona (WIFA) for the WIFA technical assistance grant to define feasibility costs & deliverables that meets both the needs of residential and commercial development outside Sanitary District boundaries.**

On a motion by Gioia, seconded by Baker, the Consent Agenda was unanimously approved as presented, with Items c), d) (the second "d") and e) excepted.

Mayor Gioia requested that Items d) and e) be pulled for separate consideration; Councilor Baker requested that Item c) be pulled for separate consideration.

c) Possible approval of the Camp Verde Chamber of Commerce services agreement.

On a motion by Gioia, seconded by Hauser, the Council unanimously approved the Camp Verde Chamber of Commerce services agreement.

Councilor Baker questioned the goals in the strategy planning under Economic Development that included two communities other than Camp Verde.

Rob Witt, Director, assured the Council that the Chamber will not spend money on or be studying specifically those two areas, but pointed out that the Chamber does have members from those areas and the Chambers wants to help all members to excel; however, the resources will be focused on Camp Verde. **Witt** and **Roy Gugliotta** said that the wording in the plan will be rephrased to reflect that assurance.

d) Possible approval of a change order for \$5,254 to install a 2-ton Mitsubishi split system with cooling only for the equipment room at the new Marshal's facility

On a motion by Gioia, seconded by Parry, the Council voted unanimously to **deny** approval of the change order.

e) Possible approval of a change order for \$4,273 to install a 42-circuit Square D Panel in the electrical room at the new Marshal's facility.

On a motion by Gioia, seconded by Parry, the Council unanimously approved a change order for \$4,273 to install a 42-circuit Square D Panel in the new Marshal's facility, with direction to the Manager as discussed.

Items d) and e) were discussed together; the discussion included direction to the Town Manager to pursue avenues of relief and resolve liability for the added costs caused by perceived professional errors in the architectural design and the engineering services hired by the architect.

Marshal Dave Smith suggested other options for installation of the subject cooling system as recommended by the architectural engineers, and explained that there is in place a window air conditioner that serves as a temporary fix. The other options include installing a similar system that the Town already owns, or the Town could get bids independently and save the 15% contractor cost.

Smith confirmed that the Circuit Panel set forth in Item e) was a necessary addition in order to get the building properly functioning.

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

Rob Witt, following up the commitment of the Chamber of Commerce to sponsor the Block Party, presented a check for \$2,000 to the Council.

Ron Smith wanted to bring to everyone's attention the two awards recently given to Steve Ayres; one, the State Journalism Award for his article on the County complex, and the other a State Photo Journalism Award for his coverage of the chicken race down Main Street in Camp Verde.

There was no further public input.

6. Presentation by Arizona State Parks of the 2005 State Lake Improvement Funds check for the Black Bridge River Front Park land acquisition and facility development.

There was no action taken.

Town Manager Lee introduced **Robert Baldwin**, Grants Coordinator with Arizona State Parks, who made the official presentation of a ceremonial check for \$250,000 on behalf of the State Parks Board, representing the grant funding for the Black Bridge River Front Park land acquisition and facility development, commenting that the funds have probably already been spent. Mr. Baldwin said that the money has come from the State Lake Improvement Fund, initiated through the Legislature and is a portion of the Gas Tax Revenue, and outlined the criteria used in rating grant applications.

There was no public input.

7. **Discussion, consideration, and possible approval of funding for \$21,635 to cover the increased costs in asphalt prices that have occurred since Amon Builders, Inc. originally bid the project for the new Marshal's facility.**

On a motion by Parry, seconded by Gioia, the Council voted unanimously to table Item 7.

Councilor Parry explained that it now appears that the architect does not like the pavement, which was an item on the punch list; Parry requested that the item be tabled until after the architect and builder have come up with a resolution.

8. **Discussion, consideration, and possible appointment of one member to the Library Advisory Commission to fill the term that expires in September 2008.**

On a motion by Hauser, seconded by Gioia, the Council voted unanimously to appoint Ann Nason to the Library Advisory Commission.

Lee referred to the letter of interest from Ann Nason and commented that she is the only applicant for the position. Prior to voting on the motion, the members expressed the opinion that in the future applicants should appear in person in order for the Council to become acquainted with each one. Town Clerk Barber said that they are always invited. There was also a suggestion that they be required to appear, countered with the comment that it is difficult to get volunteers to serve. The Council will follow up on considering changing the policy to require attendance as suggested.

There was no public input.

Prior to addressing Item 9 Councilor Baker declared a conflict of interest and stepped down.

9. **Discussion, consideration, and possible approval of a proposal by staff members Debbie Barber and Dane Bullard to assume the duties and partial salary of the Housing Director position.**

Staff was directed to develop an alternate proposal to bring back to the Council at a later date.

Lee explained that since the Housing Director recently accepted employment with Coconino County, staff has been exploring a number of different possibilities for her replacement, and Lee said that Debbie Barber and Dane Bullard have developed a proposal for one option. Lee added that Debbie has been involved with the housing department since its inception, outlining her years of experience, training, and personal and valuable relationships established with key agencies on housing, pointing out that she has taken on that responsibility in addition to her regular job duties.

Barber reviewed the adopted housing department budget and the savings that would be realized by the addition of a portion of that amount to her existing salary while Bullard would only request overtime pay for over 40 hours. She noted this would result in an immediate \$51,000 savings to the General Fund. Barber advised that she had submitted a notice of intent to apply for a

\$440,000 home grant, noting that the application was due on August 30th. She explained that the award is based on staff capacity and experience and noted that the grant application was written based on the experience and capacity of both Bullard and Barber. Barber detailed how the award would be allocated with approximately \$40,000 going directly to the General Fund to cover salary and benefits. She advised that a \$10,000 Rural Development Grant is also in the works and is based on staff capacity. She reiterated that in addition to the \$51,000 initial savings, with the potential grant award, there is the possibility of bringing an additional \$50,000 into the General Fund for administrative costs, \$400,000 for housing rehab, and over \$1 million for new housing from RDA if the self-help program can get started, with potential admin funds at \$12,000 per home.

Barber detailed the qualifications, training and experience of Bullard, and her own history, experience and training throughout her years as a Town employee and highlighting her extensive training in the areas of affordable housing and grants. Barber emphasized and outlined the immediate benefits to the Town, primarily through continuity of the current funding efforts based on her and Bullard's familiarity and experience. In the alternate, the process of recruiting, hiring and training a new staff member could cause a delay of several months and loss of current potential grant awards.

Lee acknowledged that eventually the housing program would develop into a full department that will need additional employees, and said that the subject proposal would be a good short-term fix for the Town. He stressed the benefit of continuity of the current activities. Dane Bullard reiterated the points made by both Lee and Barber regarding the advantage of the years of experience and training to draw on to keep the momentum going in the current housing efforts. Bullard also confirmed the plans for his compensation for the extra work and time necessary, adding that, in the alternative to his and Barber's proposal, if Council so wishes, advertising for a new Housing Department head could be started immediately.

The Council discussed the presentation with Lee and Barber at length, including reviewing the proposed financial compensation, grant writing, experience and training, and expressing major concern over the potential additional hours necessary for Barber to meet the Housing Department demands in addition to her current responsibilities. Lee reiterated the point that Barber has been working on housing since its inception, and that the proposal presents a good stopgap measure primarily to keep the grants moving forward. Another concern was whether the proposed combination of responsibilities would result in dilution of interests or devotion to the housing activities. There was one recommendation that Barber be moved to Housing Department Director, Virginia Jones be moved up to Town Clerk and Jenna Paulsen be promoted to Deputy Town Clerk. Barber was asked if she would consider leaving her position as Town Clerk to be appointed Housing Department Director; Barber said she did not know, and referred back to the proposal before the Council at this time.

PUBLIC INPUT

Ann Everett, a member of the Housing Commission and a four-year past member of the Redevelopment Committee reviewed her personal knowledge of the assistance and input from Debbie Barber and the training that Barber received. In summary, Ms. Everett stressed her confidence in Barber's tremendous capacity for the area of housing for those who need it, and her belief that Barber could handle the responsibility to the point where the Commission, now in a formative state, becomes truly functioning as a Housing Commission. Ms. Everett added that Dane and Debbie have provided the Council with a good option for a temporary fix.

There was no further public input.

10. Discussion, consideration, and possible approval for the Town to purchase either color or black & white logos for Town vehicles.

On a motion by Hauser, seconded by Parrish, the Council unanimously approved the purchase of 50 Town logos in color.

Lee said he was asking for direction from the Council regarding purchasing either the color or black-and-white logos; the pricelist was included in the packet. The Council briefly discussed the amount of logos being requested, the frequency they need to be replaced on the vehicles, and the design and more attractive appearance of the color logos.

There was no public input.

11. Discussion, consideration, and possible approval to purchase a used one-ton bucket truck from APS for \$19,000.

On a motion by Gioia, seconded by Hauser, the Council unanimously approved the purchase of a used one-ton bucket truck from APS for \$19,000, conditional upon the review of maintenance records.

Lee reviewed the background of the proposed purchase of a used one-ton bucket truck, adding that APS currently has a truck available that is scheduled to be auctioned and has agreed on a sale price of \$19,000; Lee said that the truck appears to be in good condition. The Council discussed the proposed use of the truck, the mileage, and some concern about possible hydraulic problems. It was generally agreed that the vehicle would appear to be a good purchase for the Town, depending on satisfactory evidence of past maintenance. The cost will be split between the Parks CIP and the HURF budget.

PUBLIC INPUT

Jerry Tobish, as a citizen and owner of Ancient Bear Gallery downtown, he has watched the Town crew putting up the banners on Main Street; regarding the safety issue for the workers it would certainly make sense to go with the truck. He added that it has to be safer than some of the methods being used.

There was no further public input.

A recess was called at 7:55 p.m.; the meeting was called back to order at 8:05 p.m.

12. Possible approval Resolution 2006-695, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring the Town of Camp Verde Town Code, dated August 2, 2006, to be a public record.

On a motion by Gioia, seconded by Baker, the Council unanimously approved Resolution 2006-695, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring the Town of Camp Verde Town Code, dated August 2, 2006, to be a public record.

Mayor Gioia said that there are some changes to be made and suggested that formal approval at this time might be premature. Town Attorney Bill Sims explained that those changes can be made at this time following the process set forth in the agenda, first declaring the document to be a public record, as provided by the Arizona statutes, and then incorporating it by reference, except for the penalties provisions, which are spelled out in the ordinance to be adopted in the next step.

Mayor Gioia requested that both Items 12 and 13 be discussed at the same time, with each then being voted on separately, for convenience of addressing both in the one discussion. Item 13 was also announced for the record at this time.

Attorney Sims proceeded to review and highlight the minor changes in form and numbering; Sims also outlined two substantive changes, with input from Barber, one in connection with the housing code, and the other to replace "Community Development Director" with "Town Engineer," in connection with the storm water drainage system section. Following review of the

changes, Sims recommended that the Council approve the resolution declaring the Town Code to be a public record.

There was no public input.

- 13. **Possible approval of Ordinance 2006-A332, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference the Town of Camp Verde Town Code. A re-codification of selected prior ordinances of the Town, and proscribing penalties for violations thereof.**

On a motion by Gioia, seconded by Kovacovich, the Council unanimously approved Ordinance 2006-A332, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference the Town of Camp Verde Town Code; re-codification of selected prior ordinances of the Town, and proscribing penalties for violations thereof.

With no further discussion the subject ordinance was unanimously approved, and acknowledged as a significant event that followed the hard work, input and discussions by staff, the public, and the Commissions, with special thanks to Marshal Dave Smith for his input with the dog control portion.

There was no public input.

- 14. **Discussion, consideration, and possible authorization for the Mayor to support miscellaneous resolutions submitted to the League of Cities and Towns for consideration at the August League Conference.**

The Council reviewed and discussed in detail the 31 proposed miscellaneous resolutions and agreed to support them, **except** for the following, as discussed:

<u>No.</u>	<u>Decision</u>
8	Opposed
13	Opposed
14	Undecided; to be decided at Conference
15	Undecided; to be decided at Conference
17	Support , but add that Legislature institute a Statewide computerized system for preventing multiple purchases using various communities; also suggest support for banning the tablet form of pseudoephedrine altogether.
27	Undecided; to be decided at Conference
28	Opposed

There was no public input.

- 15. **Call to the Public for Items not on the Agenda.**
Dave Smith reported on the huge success of the National Night Out event held last night. Also, the VIP program has started with 17 volunteers who are attending four-hour sessions on Thursday nights for ten weeks; five of the volunteers helped with the National Night Out event.

Jerry Tobish, in summary, requested that the Council closely monitor the Chamber of Commerce spending so that the funds actually do come to Camp Verde, and are used to help bring in people traveling up and down I-17.

There was no further public input.

- 16. **Advanced Approvals of Town Expenditures**
There were no advanced approvals of Town expenditures.

- 17. **Manager/Staff Report**
Lee said that staff has a PSA going to the newspaper as part of Burgess & Niple's review of the appraisal of the Water Company; the Water Company is asking for the survey. Lee reported on

his meeting with Pete Mourtsen to discuss the park project; Mourtsen said the bids on the auction property were not accepted. Three individuals will be interviewed tomorrow for the position of the Planning & Zoning Department Director. Next Friday Lee and Roy Gugliotta will be meeting with State Parks, Office of Tourism, and State Historic Preservation individuals to talk about the Fort and how the Town might have more of a role in its operation. Lee also met with a member of the Nation to try to set up a Work Session or Retreat with them; Chairman Fullmer has asked that the meeting be held off until this Fall at which time Lee will get back with them to try to set a meeting date and time.

Barber offered clarification of a Council comment concerning the compensation discussed in her earlier presentation regarding receiving a two-step raise to move forward with the grant applications. She outlined the information required to be set out in the grant application and advised Council that as a result of their decision, the Notice of Intent to Apply for a \$461,000 HOME grant would have to be withdrawn since it was based on specific named staff, their experience, duties, and successfully completed programs.

18. Council Informational Reports

Parry thanked Parrish and Smith for inviting him to also attend the meeting with Renzi's people; Ron did a great job in presenting the situation and Howard made a good connection.

Parrish commented on the background of getting the meeting together. Parrish asked Lee about his checking on the drainage across the road at the Post Office. The Mail Trail preparations are moving forward; should have the plaques next week and will bring one to show the Council.

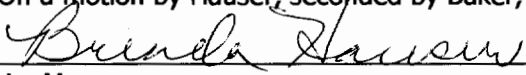
Hauser reported briefly on her trip.

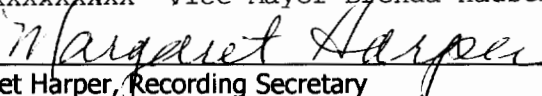
Smith reported in detail on the meeting with Renzi personnel, listing the very thorough collection of background documentation on the park compiled on short notice by staff. Smith described alternate approaches, including the Legislature putting pressure on the Forest Service to come back with a more fair deal or attaching the proposal to an upcoming bill, which could result in action soon. Smith suggested getting together a letter-writing campaign to Renzi in support. There was a brief reference and discussion regarding a bill that Renzi is planning to introduce involving a way to purchase Federal land in 50-acre increments for \$5 an acre.

Gioia commented on the bill that was introduced last week regarding the wilderness designation for the Fossil Creek area, and a discussion he had today with Congressman Renzi's office. Gioia said he was invited to go to Washington not only as a lobbyist for the Fossil Creek issue, but also for the Town's Verde River concerns. Gioia would like to do that, but there is the question of the short time line and lack of funding.

19. Adjournment

On a motion by Hauser, seconded by Baker, the meeting was adjourned at 9:37 p.m.



~~Tony Gioia, Mayor~~ Vice Mayor Brenda Hauser


 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 2nd day of August, 2006. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 22 day of August, 2006.

Debbie Barber

Debbie Barber, Town Clerk