

**MINUTES
REGULAR SESSION
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, JANUARY 4, 2006
6:30 P.M.**

Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Council motion 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 Baker, Councilors Hauser, Smith, Kovacovich and Parrish were present.

Also Present: Town Manager Bill Lee, Town Attorney Brad Woodford, Finance Director Dane Bullard, Town Marshal Dave Smith, Parks & Rec Director Lynda Moore, Grants Administrator Mike Casebier, Deputy Town Clerk Virginia Jones and Recording Secretary Margaret Harper.
3. **Pledge of Allegiance**
The Pledge was led by Smith.
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) December 21, 2005 – Executive Session
 - 2) December 21, 2005 – Regular Session
 - b) **Set Next Meeting, Date and Time:**
 - 1) Work Session – January 11, 2006 at 6:30 p.m.
 - 2) Regular Session – January 18, 2006 at 6:30 p.m.
 - 3) Joint Work Session with P&Z Commission – January 17, 2006 at 6:30 p.m.
 - 4) Council Hears P&Z – January 25, 2006 at 6:30 p.m.
 - c) **Possible removal of Jeff Newberry from the Parks & Recreation Commission due to the lack of his attendance at scheduled meetings, pursuant to Town Code, Article 4-1.D.**
 - d) **Possible acceptance of Coury Drive as a public street**
On a motion by Baker, seconded by Kovacovich, the Council unanimously approved the Consent Agenda as presented.
5. **Call to the Public for Items not on the Agenda.**
There was no public input.
6. **Verde Valley Land Preservation and Trust presentation and discussion regarding their activities.**
There was no action taken.

Representatives from the Verde Valley Land Preservation and Trust organization gave a comprehensive presentation outlining their origin, activities, accomplishments and goals. After the introduction by Dick Byrnes, Harvey Stearn spoke on involving the development community in open space preservation, with Marybeth Carlile displaying and explaining the details shown on an open space map prepared by the organization; and Enalo Lockard, of Yavapai County, addressing involving the Regional Plan in open space planning and preservation. Their presentation was followed by a Council discussion, with public input being invited.

PUBLIC INPUT

Bob Johnson, Camp Verde, questioned where the funding for the organization came from; Mr. Byrnes said that placing land into conservation easements would be worked on through grants,

and the group plans to have a grant writer on staff as a permanent member. Normal budget funding is obtained through memberships and donations from communities and the County.

Bob Womack, Camp Verde, said he was stunned by the concept of actually purchasing development rights to preserve open space and believes it is an excellent idea; it might possibly be the way to maintain affordable housing and that higher densities might be a good idea after all. Initiative-based activism for open space is a beautiful idea; the group seems to know what they're talking about, and they are to be admired. Mr. Womack also touched on the regional plan and the problems with the 260 issues.

There was no further public input.

7. **Discussion, consideration, and possible appointment of a 7th member to the newly established Housing Commission.**

On a motion by Baker, seconded by Parrish, the Council unanimously approved the appointment of Norma Garrison as a member to the Housing Commission.

Manager Lee advised the Council that there was one other applicant for the Housing Commission, and with only a brief discussion the Council made the appointment.

There was no public input.

8. **Discussion, consideration, and possible approval of Resolution 2006-670, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting fees for Town services.**

On a motion by Baker, seconded by Kovacovich, the Council unanimously approved Resolution 2006-670, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting fees for Town services.

Lee said that the subject fees are addressed on an annual basis; all the departments have reviewed their fees with their respective boards and are presenting their recommendations to the Council for approval. Lee explained the relatively few changes that have been requested, including a new fee requested by Administration to provide Business License Lists for commercial purposes, and changes to set up fees requested by Parks & Rec. The Council briefly discussed and requested clarification of some of the fees charged by other departments. Suggestions from the public for possible changes were also considered; it was determined that no further changes would be made.

There was no public input.

9. **Discussion, consideration, and possible authorization to purchase equipment for the new Marshal's Office facility in the amount of \$175,100.**

On a motion by Baker, seconded by Parrish, the Council unanimously approved the purchase of equipment for the new Marshal's Office facility in the amount of \$166,958.32.

Marshal Dave Smith explained that when the subject was discussed last year, the anticipated amount had only been estimated since no pricing had yet been obtained. Smith also outlined the necessity for ordering the equipment in time to be installed prior to completion of the project which is estimated by the project manager to be the end of March or middle of April. Smith pointed out that the actual amount being requested is \$166,958.32 due to a change in the contract for dispatch equipment. The Council also discussed with Marshal Smith the issue of warranties on the equipment.

There was no public input.

10. **Discussion, consideration, and possible approval of a request for \$9,500 from the General Fund to fund Contract Labor to cover the cost of referees, scorekeepers, and umpires for the remainder of the year.**

On a motion by Kovacovich, seconded by Smith, the Council unanimously approved the request for \$9,500 from the General Fund to fund Contract Labor to cover the cost of referees, scorekeepers, and umpires for the remainder of the year.

Parks & Rec Director Moore explained that currently the department is out of money in the particular line item because of using contract labor in connection with work on the Marshal's Office. In order to finish out the season for Grasshopper Basketball and Men's Basketball and Softball activities, it is necessary to fund the line item to cover the related costs. Finance Director Bullard discussed with the Council how costs are attributed to particular line items, and the accounting practices to maintain accuracy regarding Capital items. Lee also pointed out the items that had been salvaged from the Marshal's Office project for the benefit of the Town.

There was no public input.

11. **Discussion, consideration, and possible approval of the Town of Camp Verde American Flag procedures.**

On a motion by Gioia, seconded by Baker, the Council unanimously approved the Town of Camp Verde American Flag procedures, with the exception of the open questions.

Staff was requested to confirm through the Governor's Office the authority of municipalities to make decisions regarding displaying the Flag at half-mast. Staff was also requested to research the issue of accepted methods of lighting of the Flag.

Moore said that the schedule she had presented for approval appears to best fit the ability of the department to comply with the outlined procedures. There was some discussion regarding the regulations for display of the Flag at half-mast and a suggestion that the staff research and confirm the authority of the Town to make independent decisions to honor local occasions, based on a previous understanding. Lighting of the Flag at night was also discussed, questioning whether lighting from above might be permitted, considering the current emphasis on maintaining dark skies.

PUBLIC INPUT

Bob Womack suggested that an alternative to the issue of lighting would be to raise the Flag in the morning and remove it at dusk.

Dave Freeman said he would very much encourage the lighting from above because of the concern for the night sky, which he believes is nationwide and there may be a more modern version of the lighting requirement.

There was no further public input.

12. **Discussion, consideration, and possible approval to go to bid for an 80' X 120' special event tent.**

On a motion by Baker, seconded by Parrish, the Council unanimously approved the Parks & Rec Director going to bid for a special event tent for an amount not to exceed \$28,500, plus shipping charges.

Moore explained that she has been investigating prices on tents and the subject amount is the high side of the anticipated cost, with some used tents available at a much lower cost. At this point she would request being able to go out to bid and then bring back the results to Council for approval. The Council suggested that the better approach would be to consider a new product as

opposed to used, and agreed that the tent is definitely needed for the different events, based on past experience.

There was no public input.

13. **Discussion, consideration, and possible direction to staff to purchase the streetlights and enter into an annual maintenance agreement with APS on the Camp Verde Share-the-Light program.**

On a motion by Gioia, seconded by Hauser, the Council unanimously approved Option No. 1, moving the Town to purchase the street lights and enter into an annual maintenance agreement with APS, no longer on the Camp Verde Share-the-Light program, at the cost of \$11,600.

Lee reviewed the background of discussing the item with APS in the past; approximately 42 lights in the area identified as the Redevelopment District were installed by APS prior to the Town's incorporation under a program called "Share-the-Light." Based on complaints regarding lights that have gone out and a discussion with APS, Lee reviewed in detail the three suggested options received from APS, and the benefits of each to the Town. After further discussion the Council agreed with the recommendation of staff to select the first option that would include purchasing the streetlights and entering into an annual maintenance agreement. Lee also pointed out how CDBG funds might be used for the project. There was also discussion and concern expressed regarding the types of lights to be used.

There was no public input.

14. **Discussion, consideration, and possible determination of the selection criteria for committee members that will work with TischlerBise.**

Staff was directed to assemble the liaison committee to work with TischlerBise, with members to include two Council members, the department heads, the Chairperson from each Board/Commission, and up to seven citizens-at-large; the committee will be treated as a public body.

Lee said that in connection with the work being performed by TischlerBise on researching a possible development fee, TischlerBise has suggested that the outreach programming that is part of the tasks be accomplished through the formation of a citizens committee. Lee proposed the members that would make up the committee, as set out in his Staff Report, confirming that only two meetings with TischlerBise would be scheduled for the committee. Both Baker and Smith expressed their interest in serving on the committee as the Council members. The public was encouraged to contact Town Hall regarding their interest in participating. Attorney Woodford confirmed the authority of the Council to appoint members from the Boards and Commissions, and that the liaison committee will need to be treated as a public body.

There was no public input.

15. **Discussion, consideration, and possible approval of a job description for a Public Works Project Manager and/or an Engineer and possible direction to staff to advertise for the position.**

Staff was directed to prepare a revised job description, melding the two proposed job descriptions, with input from the Mayor and Council members, and then to proceed with advertising the newly-created position of Public Works/Engineer at a salary range of \$80,000.

Lee said that funds have been budgeted for a Town Engineer for half a year, and directions on a job description are being sought in order to proceed to advertise the position. The Council held a lengthy discussion of and agreed on the varied qualifications required in light of the anticipated growth and development of the Town, including the possible acquisition of utilities. Staff was also reminded of a prior request from Council for a cost analysis comparing what has been paid for

outside engineering services and the anticipated cost of in-house engineering. Discussing a title for the position, it was agreed that "Public Works/Engineer" would be the better choice. It was further agreed that the individual should be a registered Professional Engineer, and that the two separate documents prepared by staff be combined into one job description, with input from the Mayor and Council members. The salary range for an individual of the high quality being looked for was discussed, and the amount of \$80,000 was suggested. It was also acknowledged that a need for contract labor in special circumstances would continue to exist.

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

Bob Womack commented that the Council should adopt specific rules, or a specific chronological order for handling agenda items and requesting input from the public, and expressed his opinion that meetings are run poorly, such that the public sector is at a decided disadvantage; he requested that the problem be addressed and improved.

There was no further public input.

Prior to considering Item 16a, the Council then addressed the following Items 17, 18 and 19 in consideration of the attending public and Press.

16a. **Discussion or consultation with the Town Attorney pursuant to ARS 38-432.03(A)(4) to consider Council's position and instruct the attorney regarding Council's position in pending or contemplated litigation, or settlement discussions conducted in order to avoid or resolve litigation, regarding the *Wischmeyer v. Town of Camp Verde*.**

On a motion by Baker, seconded by Smith, the Council unanimously voted to go to Executive Session.

The meeting was adjourned at 8:53 p.m. to go into Executive Session.

There was no action taken.

17. **Advanced Approvals of Town Expenditures**

There were no advanced approvals.

18. **Manager/Staff Report**

Lee offered a reminder of the upcoming Town auction this Saturday at 10:00 a.m., in the Community Center; among the items that will be available are some vehicles, computers, just generally surplus items and may be reviewed this Friday at 10:00 a.m.

19. **Council Informational Reports**

Baker extended her wish to everyone for a Happy New Year, thanking the citizens who come to meetings and put their "two-cents worth" in, and expressed appreciation for chastisement, saying it is well deserved many times. Baker also commended the newspapers for the articles and pictures and informing the public.

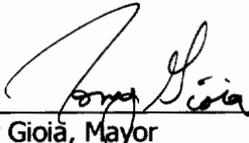
Smith reminded all to get their flu shots; he also encouraged volunteers to participate and help in the upcoming Pecan & Wine and Antique Festival.

Gioia said that the Council can review the letter of recommendation for a Federal loan on Rainbow Acres, and briefly reviewed the improvements being sought by the Ranch. Gioia has confirmed with ADOT that the funding for the Main Street Beautification will be held and available when the work begins.

The meeting was called back to order at 9:44 p.m.

20. **Adjournment**

On a motion by Baker, seconded by Hauser, the meeting was adjourned at 9:45 p.m.



Tony Gioia, Mayor



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 meeting of the Town Council of Camp Verde, Arizona, held on the 4th day of January 2006. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 20 day of January, 2006



Deborah Barber, Town Clerk