

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, JULY 18, 2007
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 Smith, Garrison, Kovacovich, and Elmer were present; Councilor Parry was absent.

Also Present: Town Attorney Brad Woodford, Finance Director Dane Bullard, Community Development Director Nancy Buckel, Parks & Recreation Director Lynda Moore, and Recording Secretary Margaret Harper.

3. Pledge of Allegiance

The Pledge was led by Kovacovich.

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) There are no minutes for approval.

b) Set Next Meeting, Date and Time:

1) Council Hears Planning & Zoning – July 25, 2007 at 6:30 p.m.

2) Regular Session – August 1, 2007 at 6:30 p.m.

3) Work Session – August 8, 2007 at 6:30 p.m.

4) Regular Session – August 15, 2007 at 6:30 p.m.

5) Council Hears Planning & Zoning – August 22, 2007 at 6:30 p.m.

c) Possible approval of the contract between the Chamber of Commerce and the Town of Camp Verde.

On a motion by Hauser, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented, with the exception of Item 4.c).

Gioia said that a majority of the council members may be present July 25th at 4:00 p.m. for the groundbreaking for the Sanitary District plant on site.

Councilor Garrison requested that Item **c)** be pulled for discussion.

4.c) Possible approval of the contract between the Chamber of Commerce and the Town of Camp Verde.

On a motion by Hauser, seconded by Smith, the Council unanimously approved the contract between the Chamber of Commerce and the Town of Camp Verde, with the changes noted.

Roy Gugliotta, Chamber of Commerce Director, confirmed that he had received minor changes in the contract after review by the Town Attorney. The provision regarding promotional information in advance of events was discussed, with input from Parks & Rec Director Moore. The changes indicated in the editing notes were clarified by Attorney Woodford in response to the Council's request.

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

Johnny Guthrie, City Attorney for Cottonwood, introduced himself and said that they have an open door policy for the Legal Department, and offered their cooperation and said he would also like to be able to call on the Camp Verde attorneys.

Brenda Hauser displayed the new issue of Arizona Highways and the 4-page article on the Mail Trail, with pictures of Howard Parrish, among others. Parrish is recovering well from heart surgery performed today, and will be going home Thursday.

Gioia said he plans to look into the necessary steps to take to change the Agenda format to insert the Council Informational Reports item near the beginning of the Agenda in the future as a courtesy to the public.

There was no further input.

6. **Discussion, consideration, and possible direction to staff regarding the process to allow for development of government facilities required for the provision of utilities and public services within the Town of Camp Verde.**

There was no action taken.

Staff was directed to pursue the subject process and the construction of policies within the zoning ordinances and any other part of the Town Code that needs to be addressed in order to facilitate public facilities in an expedient manner in the Use Permit process.

Community Development Director Buckel explained that this is an issue that her department has been working with lately, and as it may come up more often as the Town grows, she would like to have guidance on how the Council would want her to handle it. The issue affects government, quasi-public and public facilities that want to service our community, and Buckel said she needs to know which process to use, either rezoning or a use permit, or permission by the Town to operate pursuant to recognition of the business or status of the entity. Buckel cited as an example where the Fire District is looking to expand and put substations throughout the community in different locations, and the District has asked which process to go through to accomplish that. Basically, the Camp Verde Water District is operating under a special use permit for their tanks, structures and storage areas. Buckel reviewed the use permit process as well as the rezoning process, and her research on the different ways of how other communities handle those agencies. Buckel said she has started working with the Attorneys on changing the use permit language to allow for some regulation of those activities. The Council discussed the examples cited by Buckel, as well as the comments by Secretary-Treasurer Jack Blum and Fire Chief Philip Harbeson of the Fire District stressing the urgency for additional stations and the need to have the issue resolved as soon as possible in light of fast-rising construction costs.

Attorney Brad Woodford said that use permits are not necessarily temporary; use permits are put into zoning ordinances for permitted uses within certain zones, where because of their characteristics a certain use may be more intrusive than other uses, and therefore certain conditions may be imposed. For a permanent structure there is generally no time limit on a use permit. Also, use permits make sense because some government facilities and public utilities need to be located in the community regardless of the existing zone. Woodford said there is language that needs to be cleaned up in the Zoning Ordinance regarding use permits; for example, adding government facilities such as facilities for fire and sanitary districts. One major difference is that every zoning applied is referable; use permits are not. The public is equally involved in those decisions. Woodford said there needs to be criteria for use permits in the Zoning Ordinance; the purpose for a use permit stated in the Ordinance is incorrect; the 10-year limit should be removed; and the transferability issue needs to come out, and those changes will be worked on. Woodford said he believes that the use permit process is a proper way to handle

the subject issue, and it would be very beneficial to the Town. Woodford also confirmed that the use permit process would be ultimately faster than a rezoning.

Buckel further explained the time line for the public notification process, and also pointed out that there is a use permit application pending concerning the Verde Lakes Water Company; Buckel suggested that the Council could go ahead and make a decision on that application pursuant to the existing policy.

PUBLIC INPUT

James Bullard, Camp Verde Water Company, commented that there is a State Statute that allows water utilities to operate in any place, and believes that the Statute would cover the Fire Department as well.

Nancy Floyd wanted to know how long it will take for the planned changes to the existing Special Use Permit provisions. *Attorney Woodford estimated with hearings by the Planning & Zoning Commission and the Council, two meetings.*

Jim Bullard, P&Z Commissioner, questioned the comment in the Staff Report stating that the Commission was apprehensive about Use Permits; only two people had objected.

There was no further public input.

7. **Discussion, consideration, and possible selection of a new auditing firm for the 2006-2007 fiscal year.**

There was no action taken.

Staff was directed to contact the four firms agreed upon and request submission of bids within two weeks, to include what they are going to charge and what they will provide in their audits.

Finance Director Bullard said that staff is looking at the possibility of retaining a new audit firm as previously directed, and has contacted four firms that are recognized by the Government and Finance Officers Association of Arizona; each of the firms are in good standing and are competent firms. Staff is asking Council to either appoint a firm or direct staff to go back and go through the bid process to obtain the total price for a full audit on the Fiscal Year 06-07 and bring back to Council for approval.

Scott J. Graff, from the Firm of Colby & Powell, introduced himself and outlined the structure and experience of his firm, and responded to detailed questions from the members regarding what his firm had to offer the Town of Camp Verde.

The Council discussed the information submitted by each of five firms. There was a suggestion to exclude Fester & Chapman, the firm that is currently doing auditing for the Sanitary District. The members generally expressed preference for going through the RFQ process. Bullard suggested that staff could contact the four firms other firms that have submitted information to the Council and request formal bids. Bullard said he will e-mail each of the firms with follow-up information they may require and try to get a formal commitment, and possibly schedule for the following Council meeting.

There was no public input.

8. **Discussion, consideration, and possible direction to staff to establish a procedure for making Town donations to local entities or groups. There is \$32,000 budgeted in the FY2007/08 CIP budget under Organizational Donations.**

There was no action taken.

Councilor Smith explained that the focus of this item is to try to establish a fair Town ongoing procedure for donating money to local groups. Smith outlined recommendations to create a guidelines and qualifications procedure, develop a suitable application form, and form a committee to review the applications and make recommendations to Council. Smith said he would recommend that Norma Garrison and Gwen Gunnell come up with the suggested procedures and present them to Council; Smith confirmed that they are both willing to do that. Smith cited examples, including the need for some organizations to be able to depend on funding on an annual basis. He also pointed out that such a procedure would also be of help in determining funding in the budget for organizational donations. Smith's recommendation, which was also based on discussions with Garrison who had simultaneously come up with the same idea and had done research on it, was received with general approval and agreement from the Council to pursue the matter further.

There was no public input.

Prior to considering Items 9, 10 and 11, the members agreed to move ahead and address Items 12 through 15 first.

9. **Discussion, consideration, and possible direction to staff regarding the purchase of Camp Verde Water System. Note: Council may vote to go into Executive Session pursuant to ARS §431.03.A7 for discussions or consultations with designated representatives in order to consider Council's position and instruct representatives regarding negotiations for the purchase, sale, or lease of real property.**

On a motion by Hauser, seconded by Kovacovich, the Council voted unanimously to go into Executive Session.

There was no further action taken.

There was no public input.

10. **Discussion, consideration, and possible direction to staff concerning the Development Agreement with Steve Coury. Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03.A.4 for discussion or consultation with the attorney in order to consider Council's position and instruct the attorney regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation.**

On a motion by Hauser, seconded by Kovacovich, the Council voted 5-1 to go into Executive Session; with a 'no' vote by Smith.

There was no further action taken.

There was no public input.

11. **Discussion with the Finance Director concerning his performance review for the period covering Sept 2005 through Sept 2006, followed by discussion, consideration, and possible approval of a merit salary increase. This is a budgeted item in the General Fund. Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03 (A)(1) for discussion or consideration of assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.**

On a motion by Hauser, seconded by Kovacovich, the Council voted 5-1 to go into Executive Session; with a 'no' vote by Smith.

On a motion by Smith, seconded by Kovacovich, the Council unanimously approved a 2.5 percent merit salary increase for the Finance Director, retroactive to September 1, 2006.

PUBLIC INPUT

Ray Floyd commented that the Council is wrong by doing this ten months after it should have been done; effort should be made to give a review in a timely manner.

There was no further public input.

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

There was no public input.

13. **Advanced Approvals of Town Expenditures**

a) **There are no advanced approvals.**

There were no advanced approvals of Town Expenditures.

14. **Manager/Staff Report**

Lynda Moore distributed copies of a written financial report on the Crawdad Festival showing a net loss of \$19,349.01. Moore reported that the merchants were very happy with how the event helped their businesses. Moore also said that a retreat for the P&R Commission is being planned to address events, whether they are for recreation or for tourism. Moore reported that the merchants were very happy with how the event helped their businesses. The Council suggested that the Parks & Rec Commission also discuss getting more sponsorship support from the merchants in future events.

15. **Council Informational Reports**

Smith commended the All Stars who showed very well in the State Championship. In addition, the Learning Center received an award for being No. 1 in the State.

Garrison wanted to advise the Council that she will be absent on August 15th; she will be the Governor's Rural Development Conference. She plans to attend training conferences and bring back to share as much information as possible.

Elmer encouraged everyone to go to Chamber of Commerce meetings; the next meeting is scheduled for next Thursday. He will miss the Council meeting of August 22 because of his company meeting in Phoenix.

Hauser commented on her attendance at today's meetings, including the VWA and WAC.

Gioia also reported on the Verde Watershed Association and the Sonoran Institute's Study; the resolution that Camp Verde is fostering to the League of Cities & Towns regarding protection of the watershed and the rivers has been mentioned in that Study. Gioia added that the Corn Festival was huge, with great corn from Hauser & Hauser Farms.

A recess was called at 8:20 to go into Executive Session; the meeting was called back to order at 10:31 p.m. at which time further action was taken on Item 11.

16. **Adjournment**

On a motion by Hauser, seconded by Garrison, the meeting was adjourned at 10:33 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 18th day of July 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 3 day of August, 2007.

Virginia Jones
~~Debbie Barber, Town Clerk~~

Virginia Jones - Deputy Clerk