

**MINUTES
COUNCIL HEARS PLANNING & ZONING
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, JUNE 27, 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, Elmer and Parry were present.

Also Present: Interim Town Manager Dave Smith, Town Attorney Brad Woodford (*by telephone conference*), Community Development Director Nancy Buckel, Housing Director Matt Morris, Parks & Recreation Director Lynda Moore, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Parry.

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) Regular Session – July 4, 2007 at 6:30 p.m. – **CANCELLED**

2) Joint Work Session with P&Z on Prop 207 – July 11, 2007 at 5:00 p.m.

3) Special Session (to replace the 7-4-07 Regular Session) – July 11, 2007 at 6:30 p.m.

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

c) **Possible approval of a letter of support and recognition to LCPL Krystal L. Hollamon, USMC.**

d) **Possible approval of the Memorandum of Understanding with NACOG for the continued administration of the Voucher Transit System.**

On a motion by Hauser, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented, with the addition of a Special Session on July 18, 2007 at 5:00 p.m. and a Regular Session on July 18, 2007 at 6:30 p.m.

Mayor Gioia pointed out that a possible Special Session and a Regular Session are added for July 18, 2007 at 5:00 p.m. and 6:30 p.m., respectively.

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

(Comments from the following individuals are summarized.)

Debbie Barber drew the public's attention to a flyer placed at each seat setting forth a welcome to the Council meetings, addressing the proper procedures to be followed, explaining how to contact the members and how to get answers to questions.

Ron Smith described preparations for the annual Charity Softball Tournament to benefit the canine dogs for Clarkdale, Cottonwood and Camp Verde. Clarkdale will supply the labor, Cottonwood will donate the ball fields for the event, and Camp Verde is being asked to donate six

boxes of softballs. Smith suggested that an agenda item be included for a future meeting in order to approve the expenditure for the softballs, and hopes that Hauser will follow through with getting the issue on the agenda. For those who wish to make donations or volunteer, contact John Teague at 300-3122.

There was no further public input.

6. **Discussion, consideration, and possible approval of Resolution 2007-728, a resolution of the Town Council of the Town of Camp Verde, Arizona approving General Plan Amendment 2007-01 that amends the Land Use Map of the General Plan for parcels 404-22-062A and -062B from High Density to Commercial. The site is located at 85 Hollamon Street.**

On a motion by Smith, seconded by Kovacovich, the Council unanimously approved Resolution 2007-728, a resolution of the Town Council of the Town of Camp Verde, Arizona approving General Plan Amendment 2007-01 that amends the Land Use Map of the General Plan for parcels 404-22-062A and -062B from High Density to Commercial.

STAFF PRESENTATION

Community Development Director Buckel said that the request is to rezone parcels to allow for the operation of a beauty salon in an existing building on Holloman Street; businesses are operating in other similar revitalized structures on that street. Historically Holloman Street has continued to have mixed residential and commercial uses; they are in the Downtown District, the lots are small, and the applicant is providing more than adequate parking. Planning & Zoning has recommended that Council approve the request for the General Plan Amendment.

PUBLIC HEARING OPEN

Applicant's Statement

Cynthia Redden, the property owner, believes that the business will be an asset to the Town; remodeling of the building has been kept in the Territorial look, and the second parcel has been set aside for parking. Ms. Redden added that she hopes to help the Town grow.

COMMENT FROM OTHER PERSONS

Howard Parrish spoke in favor of the approval of the General Plan Amendment.

APPLICANT'S REBUTTAL

No applicant's rebuttal was required.

PUBLIC HEARING CLOSED

Council Discussion

During the discussion, the members requested clarification from Buckel as to why the applicant has been required to go through the amendment process, based on what appeared to be confusion and misinformation between the applicant, the Town offices and the County. The applicant had purchased the property in good faith with the understanding that the zoning would allow her business. Buckel explained the steps that she had taken in order to clear up the issue as well as the need for a formal General Plan Amendment on the property. Buckel also commented on a possible miscommunication between Town offices on Town procedures that might negatively affect decisions made by applicants on use of their properties.

7. **Discussion, consideration, and possible approval of Ordinance 2007-A342, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, changing the zoning for parcels 404-22-062A and -062B consisting of approximately .21 acres from R2-4 to C1. This rezoning is to allow for the commercial activity of a beauty salon. The site is located at 85 Hollamon Street.**

On a motion by Smith, seconded by Parry, the Council unanimously approved Ordinance 2007-A342, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, changing the zoning

for parcels 404-22-062A and -062B consisting of approximately .21 acres from R2-4 to C1.

The Interim Town Manager and department heads were directed to discuss a policy for communication between the different offices in order to prevent a problem similar to that encountered by the applicant from happening again.

STAFF PRESENTATION

Buckel said that the request is a continuation of the activity on rezoning the same two parcels from R2-4 to C1 to allow for the operation of the beauty salon and the off-street parking; the General Plan Amendment has been approved and the rezoning can now be moved forward. All required issues have been met; there have been no comments in opposition.

PUBLIC HEARING OPEN

Applicant's Statement

Ms. Redden reviewed the confusion she had encountered at the time she bought the property, explaining that when it was found that the property had not been zoned commercial, Nancy Buckel did an excellent job of resolving the problem, working with the applicant throughout; Ms. Redden commended Buckel for her handling of the situation.

COMMENT FROM OTHER PERSONS

Howard Parrish commented that a permit had never been issued for the property originally; the Town had not yet been incorporated.

APPLICANT'S REBUTTAL

Ms. Redden explained her efforts to find out the age of the building because there had been no permits issued. She said that the main confusion leading to her frustration appears to be a lack of communication between the Town offices.

PUBLIC HEARING CLOSED

Council Discussion

The Council briefly discussed the apparent lack of communication between offices, and agreed that staff should develop a communication policy to prevent a recurrence of a similar problem. Ms. Redden was also commended for doing a great job on her part in the revitalization of the Historic Old Town area.

8. **Update on FY 2005 CDBG projects including Hollamon Street project, Downtown Park Improvement project (new modular restroom) and the Architectural Barrier Removal project (ramada, sidewalk, and Town Hall restrooms).**

Staff was directed to go forward with the SSP Grant as discussed, and to hire NACOG for that project with the understanding that such administration costs are built into the grant.

Interim Town Manager Smith explained that major problems have been found in preparing the necessary paperwork following the Council's decision last month to turn over administration of the grants to NACOG after the resignation of Grants Administrator Mike Casebier; and those problems have resulted in losing considerable grant funding because time deadlines were not been met. Town Clerk Barber reviewed in detail the background and current status of the subject CDBG projects, together with input from Town Engineer Long. Barber recommended that the current contract on the restrooms be terminated and awarded to the second original bidder, contingent upon the Town receiving an extension from the Department of Housing, and request a transfer of funds from the Holloman Street project to the restrooms. In connection with the lost grant funding and in order to continue the project, Barber suggested that one option would be to now seek an SSP grant (State Special Projects funds), and that NACOG could prepare the application. During the discussion, the Council also questioned why the costs were underestimated. Ron Long agreed that the Holloman Street estimate was way off, had been done prior to his employment, that time sensitive deadlines had not been met, and outlined the steps

he had taken to try to correct the predicament he had encountered.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Ann Everett discussed her disappointment over the length of time it is taking to get promised sidewalks constructed along Holloman Street where her business is located, although she understood that the original plan included only curbs and gutters. Ms. Everett added that the plan to have departments working together and communicating may also avoid some of the problems that have arisen during administration of the subject CDBG grant.

Tom Nielson complained about sidewalks that he believes ADOT should be responsible for, and again thanked the Council for his appointment to the Library Commission.

There was no further public input.

9. **Discussion, consideration, and possible direction to staff regarding how to proceed with the FY 2005 CDBG projects. Direction may include, but not be limited to requesting a 6-month extension from Arizona Dept of Housing Downtown Park Improvement project; requesting a funds transfer from the Hollamon Street project to the Downtown Park Improvement project; and possible termination of the construction contract for the Downtown Park Improvement project.**

Staff was directed to go forward with the Interim Manager's recommendation to deobligate the Holloman Street project funds, terminate the existing contract with Restroom Solutions, go with the original contractors and request the 6-month extension, with the stipulation that the Town either get the funding agreement from CDBG to make up the difference of possibly \$60,000 or so between the two contractors, or if not, to bring the issue back to Council immediately for further discussion.

Manager Smith recommended that the Town should move forward with requesting an extension on the restroom project, terminate the contract and go back with one of the original bidders. Smith also suggested requesting that some of the funds from the Holloman Street project be given to the restroom project to make up the shortfall of funding. Town Attorney Woodford confirmed that the Town has sufficient grounds to terminate the contract as recommended.

There was no public input.

10. **Update on the FY 2006 CDBG Senior Citizens Center improvements followed by discussion, consideration, and possible approval to fund the Senior Citizens Center roof outside the CDBG funding cycle, utilizing the remaining CDBG funds to complete the project as described in the CDBG contract scope of work.**

On a motion by Gioia, seconded by Smith, the Council voted unanimously to approve the transfer of up to \$12,000 to the appropriate line item, Community Fund Donations, and that Council also direct the Interim Manager through the appropriate department to work closely with the Senior Center to acquire bids to complete the discussed project as soon as possible, and to also seek donations from possible sponsors.

Manager Smith outlined the status of the improvements and ADA requirements, particularly the urgent need for roof repairs. Smith suggested that the Town donate sufficient funds now to the Center for the roof repairs and when the environmental study is completed the ADA improvements can be made. The Council discussed moving an amount from the General Fund to cover the cost of the roof at this time, and that donations be solicited from possible sponsors to help offset that expense.

PUBLIC INPUT

(Comments from the following individual are summarized.)

Arlene Chronis, First Vice President at the Senior Center, thanked Debbie Barber, Mayor Gioia and all the Council members for their efforts through the years, and assured the Council that the Center will do its best to mind the money being donated to benefit the Center.

There was no further public input.

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

Eric Schweizer voiced a complaint about lack of maintenance of the bicycle lanes, suggested that public restrooms be available on weekends as well, and urged the members to reduce the number of pigs allowed and to ban breeding activities in a residential area when the subject of regulation of swine comes up for consideration. *(Mr. Schweizer was invited to discuss his concerns regarding the restrooms and bike lanes with staff or Council either following the meeting, or at a later date.)*

There was no further public input.

12. **Advanced Approvals of Town Expenditures**

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

There were no advanced approvals.

13. **Manager/Staff Report**

There was no Manager/Staff Report.

14. **Council Informational Reports**

Parry described his visit to a small town in Ohio and conversation with an employee of the local Chamber of Commerce who was dressed in a period costume and situated in the middle of town, available to entertain tourists and recommend local tours; Parry suggested that would be a great idea for Camp Verde.

Elmer said he will be attending a Chamber of Commerce meeting tomorrow; also, All Star Baseball is starting, and will be held in Williams, Cottonwood and Prescott; perhaps one day one of those tournaments will be hosted in Camp Verde.

Hauser said she spent today in Prescott at the Upper Verde Coalition meeting; they tried for three hours to discredit the USGS studies that have been done. Hauser & Hauser Farms has now been requested to stop watering crops on the parts of the land that has been bought by Prescott and Chino Valley.

Gioia added that \$30,000 has also been spent trying to discredit the USGS studies. Gioia commended staff for their work on pursuing opportunities for recycling, and commented on some of the receptacles that have been installed around the Town property. Gioia also reported on the efforts being made on Verde Lakes Water Company moving from a private entity to a public one.

Smith outlined plans for looking at holding a Mule Parade, together with the Antique Tractors group, to kick off the annual Mule Show & Pioneer Days event. Out of Africa may also want to participate.

15. **Adjournment**

On a motion by Hauser, seconded by Smith, the meeting was adjourned at 8:10 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 27th day of June 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 12 day of July, 2007.

Deborah A. Barber
Debbie Barber, Town Clerk