

**MINUTES  
REGULAR SESSION  
MAYOR AND COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
WEDNESDAY, MARCH 7, 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 6:31 p.m.
  
2. **Roll Call**  
Mayor Gioia, Councilors Smith, Baker, Kovacovich, Parrish and Parry were present; Vice Mayor Hauser was absent due to family illness.  
  
**Also Present:** Town Manager Bill Lee, Town Attorney Bill Sims, Finance Director Dane Bullard, Community Development Director Nancy Buckel, Parks & Rec Director Lynda Moore, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.
  
3. **Pledge of Allegiance**  
The Pledge was led by Parrish.
  
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) February 21, 2007 – Regular Session
  - b) **Set Next Meeting, Date and Time:**
    - 1) Regular Session – March 21, 2007 at 6:30 p.m.
    - 2) Council Hears Planning & Zoning – March 28, 2007 at 6:30 p.m.
    - 3) Regular Session – April 4, 2007 at 6:30 p.m.
    - 4) Regular Session – April 18, 2007 at 6:30 p.m.
    - 5) Council Hears Planning & Zoning – April 25, 2007 at 6:30 p.m.
  - c) **Possible approval of the Design Review Board appointment schedule for Design Review Board Members to staggered terms consisting of two-year and three-year appointments.**  
On a motion by Baker, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented.
  
5. **Call to the Public for Items not on the Agenda.**  
There was no public input.
  
6. **Presentation of a Certificate of Recognition to the Camp Verde Cowboy's Wrestling Team to honor their State Championship victory.**  
There was no action taken.

Mayor Gioia opened the subject presentation, saying that the team has brought honor to the Town, and that the Council is extremely proud of them. Coach **Bob Weir** then called the members of the team and the other coaches, as well as the managers, to the podium and outlined the accomplishments of each individual. Coach Weir also thanked the Council and the Yavapai-Apache Nation for their financial help and support.

Gioia presented the Certificate of Recognition to Coach Weir for the team, and reiterated the feeling of extreme pride that the Town has in them. Coach Weir added that the team is ranked No. 3 in the nation, possibly No. 2, and is bringing national recognition for the Town of Camp Verde and the High School. It was acknowledged that the team could not have done what they have done without the support of the Yavapai-Apache Nation as well.

7. **Presentation of a Certificate of Appreciation to the Camp Verde High School Key Club in recognition of their community service activities.**

There was no action taken.

Gioia said that the Certificate of Appreciation is in recognition of the activities of the Key Club in service to the community, and listed some of those activities. **Bob Weir** explained that the Key Club is part of the Builders' Club which is the high school version of Kiwanis, and reviewed some of the ongoing projects that the Club is involved in.

Gioia presented the Certificate of Appreciation to Weir, commenting that these young folks will be the leaders of tomorrow, as well as the leaders of today. Gioia expressed the appreciation of the Council for their service to the community, and added that some of them will be sitting in the Council spots in a few years.

8. **Yavapai Apache Nation Chairman Jamie Fullmer will update the Council on the Nation's activities and will present a check in the amount of \$47,221.50 to the Town as a contribution from the Cliff Castle Gaming Facility, pursuant to Section 12(d)(1) of the Tribal-State Gaming Compact.**

There was no action taken.

**Chairman Jamie Fullmer** invited the Tribal Council members who were present to join him at the podium, where they introduced themselves. Fullmer reviewed the importance of the partnership with the Town over the last decade, and the importance of the shared resources. Fullmer requested that the Town allocate and prioritize that 40% of the \$47,221.50 go to the Parks & Recreation youth programs; 30% go to the Camp Verde schools Native American Clubs; and 30% go to whatever priority the Town of Camp Verde choose, which historically has always been infrastructure. Fullmer acknowledged the financial demands of growth for both the Nation and the Town, adding that one of the goals of the Nation is affordable housing, much like the goal of the Town for its community.

Fullmer presented the subject check to Gioia; the Council members stepped down from their seats to personally thank the Chairman and his Council members. Gioia also gave an update on the sewer expansion efforts using funds that the Nation has previously shared with the Town honoring the request that the funds go towards infrastructure.

9. **Possible approval of the amended Exhibit A, Administrative Services 2007 Fee Schedule as established by Resolution 2007-718, adding miscellaneous building permit fee schedule for projects required to have a permit but not currently covered in the valuation chart from the Building & Safety Journal.**

On a motion by Parry, seconded by Baker, the Council voted 5-1 to approve the amended Exhibit A, Administrative Services 2007 Fee Schedule as established by Resolution 2007-718, adding miscellaneous building permit fee schedule for projects required to have a permit but not currently covered in the valuation chart from the Building & Safety Journal; with a 'no' vote by Parrish.

Community Development Director Buckel reviewed the Fee Schedule, together with detailed examples of the basis for arriving at a Building Permit fee, addressing in particular the Miscellaneous Fees. Buckel said that the schedules that were adopted were either established from prior adoptions from the '97 UBC Administrative Code, or the Building Safety Journal that deals with all structure types. Buckel went through two examples of the calculations performed to

arrive at valuation of a structure, and from there to determine the Building Permit fee, which is a combination of the building fee, the plan review fee and zoning clearance.

The Council discussion included one comment on the complexity of the calculations, an observation that the fees charged appear to be fair, and Buckel confirmed the need for building inspections, which stem from a health and safety issue, not only for the current property owner but for future owners.

There was no public input.

10. **Discussion, consideration, and possible approval to purchase equipment, software, and service for the following:**
- a. **Networking, software licenses for ArcGIS 9.2 - & permitting software - \$80,000 budget in the CIP;**
  - b. **File Label software – less than \$10,000 (unbudgeted); and**
  - c. **Retain a consultant to assess department needs and prepare a RFP for permitting software – less than \$10,000, with \$4,000 coming from CIP.**

A motion by Parry, seconded by Gioia, to continue the item **failed** by a 3-3 vote, with 'no' votes by Smith, Baker and Kovacovich.

A motion by Smith, seconded by Baker, to approve the purchase of equipment, software and service for the following: (a) Network, software licenses for ArcGIS 9.2 - & permitting software - \$80,000 budget in the CIP; (b) File label software -- \$10,000 or less (unbudgeted); and (c) Retain a consultant to assess department needs and prepare an RFP for permitting software – less than \$10,000 with \$4,000 coming from CIP, **failed** by a 3-3 vote, with 'no' votes by Gioia, Parrish and Parry.

Buckel told the Council that she is aware that the projected building permits have not come in, but the requested purchase of equipment is important for the department to continue operating as it has; the department is not equipped to handle the onslaught of building permits that will be starting when the sewer comes in. Buckel outlined how the equipment, with the input from the consultant, will make the most effective use of staff time and teamwork through all phases of developments and building and that the technology will allow staff to serve the citizens in the most efficient manner.

The Council discussed the proposed purchase of equipment; Buckel confirmed that the overall budget for her three departments is well within the range they should be. There was some objection to the proposed expenditure based on the Town's commitment of the financial support to the Sewer District that will require some cost-cutting measures to support that commitment. The proposed equipment was acknowledged as a way to increase efficiency in the department and provide better service to the community; however, it was pointed out that the Town is still working its way through financing the unbudgeted \$2.3 million to support the Sewer District. There was further discussion, alternatively supporting the purchase of the equipment or objecting to the expenditure. Bullard expressed his opinion that there will be some other projects that may have to be delayed for a year or two until the sales tax revenue is up and going, and the proposed purchase is a significant factor in trying to determine how much revenue can be freed up for the bonding issue. Sims suggested that another factor to consider is the future growth that will come from the sewer expansion and the need for the Town to be ready for the problem of the building permits; he believes the Code revisions can wait until the issues created by Proposition 207 are resolved, and that budgeted \$75,000 can go toward the equipment now. The Council discussed other options for coming up with the funding without going into the CIP budget because of the bonding issue, with a final suggestion to continue this item for a month or two in order to not create any problem with the sewer at this time.

There was no public input.

11. **Discussion, consideration, and possible authorization to advertise for a administrative assistant to provide support for the recently approved Home Rehabilitation Grant from the Arizona Department of Housing and to provide assistance for other ongoing housing and neighborhood revitalization efforts. This is an unbudgeted item; however, the Home Rehabilitation Grant for ADOH includes \$35,000 for administration costs that could be used to offset wages for a housing assistant.**

A motion by Gioia, seconded by Parry, that Council delay consideration of this item until full budget sessions in order to discuss the entire department, **failed** by a 3-3 vote, with 'no' votes by Smith, Baker and Kovacovich.

A motion by Baker, seconded by Smith, to authorize advertising for an administrative assistant to provide support for the Home Rehabilitation Grant from Arizona Department of Housing; the funds will be \$35,000 to hire a part-time person 30 hours a week in the amount of \$22,852.23 to provide grant support for the Director, the remainder of the \$35,000 to be used for other grant issues, **failed** by a 3-3 vote, with 'no' votes by Gioia, Parrish and Parry.

Housing Director Matt Morris made a Power Point presentation outlining the duties of the Director in connection with neighborhood revitalization projects and current efforts on several programs as well as the responsibilities in administering the State Housing Fund Grant. Morris reviewed also assisting with the Planning Department activities, and implementing the new Design Review Ordinance and getting a Review Board in place. Morris said that the Housing Department has less than one employee and a lot of challenging tasks ahead. He explained that the Grant includes \$35,000 to cover administrative costs, and outlined his proposal to use a portion of that amount to hire a part-time administrative assistant to help with the increasingly overwhelming activities required, with the remainder to cover other administrative costs. The proposal and request presented by Morris were discussed at length by the Council, with appreciation for the work he is doing, but there was a reminder regarding the decision during the last budget session not to hire any new employees, with some departments even offering to make certain sacrifices. The argument in favor of hiring the employee was basically that the funding would be coming from the grant money, and the additional help will assist in applying for more grant funds that are available out there. One objection to hiring a new employee based on temporary grant funding was voiced that once an employee is hired, it is difficult to let them go when the funding runs out. There was further argument that Morris needs help, and the Council should recognize the demands made on him and support his request for that help; losing out on grants means the Town is losing money. It was suggested that Council delay consideration of the request until the full budget sessions coming up so that the entire department can be fully discussed, and that Morris detail his proposals for expansion and the availability of the funds that can be applied for.

There was no public input.

- 11.A DISCUSSION, CONSIDERATION, AND POSSIBLE DIRECTION TO STAFF REGARDING THE POSSIBLE DISSOLUTION OF THE CAMP VERDE SANITARY DISTRICT, THE ACQUISITION OF THE SANITARY DISTRICT'S ASSETS BY THE TOWN, THE FUNDING OPTIONS FOR THE CONSTRUCTION OF NEW SANITARY DISTRICT FACILITIES, AND AN INTERGOVERNMENTAL AGREEMENT WITH THE CAMP VERDE SANITARY DISTRICT.** NOTE: COUNCIL MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO ARS §38-431.03A.3 FOR DISCUSSION OR CONSULTATION FOR LEGAL ADVICE WITH THE ATTORNEY AND ARS §38-431.03A.4 FOR DISCUSSION OR CONSULTATION WITH THE ATTORNEY IN ORDER TO CONSIDER COUNCIL'S POSITION REGARDING CONTRACTS THAT ARE THE SUBJECT OF NEGOTIATIONS.

On a motion by Baker, seconded by Kovacovich, the Council voted unanimously to go into Executive Session on both Items 11A and 11B.

Town Attorney Sims referred to the two different drafts of an Intergovernmental Agreement that he had prepared. They represent two different approaches to negotiating with the Sanitary

Town Attorney Sims referred to the two different drafts of an Intergovernmental Agreement that he had prepared. They represent two different approaches to negotiating with the Sanitary District. Sims said he would request the opportunity to discuss in Executive Session the pluses and minuses of each of the approaches. Sims said that discussions with Mr. Witt and his counsel and several consultants with a significant advance to where the Sanitary District is about to issue a solicitation for bids for the third of three components, the largest one being the treatment plant. There have been some creative approaches to financing; Sims said that in Executive Session he can explain the options on the two alternatives, adding that no commitments have yet been made on behalf of the Town.

Rob Witt said that significant progress has been made in identifying some of the issues, including Rural Development's commitment to funding, which Witt explained in detail. With the Town's commitment tonight on one of the two options, the District's bond counsel will be able to issue the opinion that the District can go out for the bid, after which the bids would be opened on March 29<sup>th</sup> as discussed.

Sims said the legal issues will be how the Town will characterize the conveyance of some portion of the \$2.3 million that was discussed at the last Council meeting, and Sims outlined some of the considerations to be addressed. The Executive Session is necessary in order to walk the Council through the options and possibly take action.

There was no public input.

**11.B DISCUSSION, CONSIDERATION, AND POSSIBLE DIRECTION TO STAFF REGARDING TAMMY DEROCHÉY V. TOWN OF CAMP VERDE.** NOTE: COUNCIL MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO ARS §38-431.03A.3 FOR DISCUSSION OR CONSULTATION FOR LEGAL ADVICE WITH THE ATTORNEY AND ARS §38-431.03A.4 FOR DISCUSSION OR CONSULTATION WITH THE ATTORNEY IN ORDER TO CONSIDER COUNCIL'S POSITION REGARDING CONTRACTS THAT ARE THE SUBJECT OF NEGOTIATIONS, IN PENDING OR CONTEMPLATED LITIGATION OR IN SETTLEMENT DISCUSSIONS IN ORDER TO AVOID OR RESOLVE LITIGATION.

There was no public input.

**(Note: Items 12 through 15 were addressed prior to going into Executive Session.)**

**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**

There was no Manager/Staff Report.

**15. Council Informational Reports**

Parrish requested that staff research whether a resident can legally maintain a 10,000-volt electric fence, as reported in a recent newspaper article.

Gioia reported on a Mayors & Managers meeting held today; a number of items were discussed including a leadership program being headed up by the Manager of Clarkdale. Gioia said it would be a great opportunity for important training for employees, Commissioners, and Council members from cities and towns in our area. Final planning remains to be completed. The two

**A recess was called at 8:51 p.m. to go into Executive Session; the meeting was called back to order at 10:00 p.m.**

16. **Adjournment**

On a motion by Baker, seconded by Gioia, the meeting was adjourned at 10:00 p.m.

*Tony Gioia 3-22-07*

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Tony Gioia, Mayor

*Margaret Harper*

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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 7th day of March 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 29 day of March, 2007.

*Deborah Barber*

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Debbie Barber, Town Clerk