

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, MAY 16, 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, Baker, Kovacovich, Parrish and Parry were present.

Also Present: Interim Town Manager Dave Smith, Town Attorney Bill Sims, Finance Director Dane Bullard, Parks & Rec Director Lynda Moore, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Baker.

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) May 9, 2007 – Budget Work Session
- 2) May 4, 2007 – Special Session
- 3) May 4 & 5, 2007 – Planning Retreat
- 4) May 3, 2007 – Budget Work Session
- 5) May 2, 2007 – Regular Session
- 6) April 30, 2007 – Budget Work Session
- 7) April 25, 2007 – Council Hears Planning & Zoning

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

- 1) Council Hears Planning & Zoning – May 23, 2007 at 6:30 p.m.
- 2) Regular Session – June 6, 2007 at 6:30 p.m.
- 3) Regular Session – June 20, 2007 at 6:30 p.m.
- 4) Council Hears Planning & Zoning – June 27, 2007 at 6:30 p.m.

- c) **Possible approval of a Proclamation of the Mayor and Common Council of the Town of Camp Verde proclaiming May 25 and 26 as Memorial Poppy Days and ask that all citizens pay tribute to those who have made the ultimate sacrifice in the name of freedom by wearing the Memorial Poppy on these days.**
- d) **Possible approval of Resolution 2007-725, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, pertaining to certain exemptions for motor vehicles used by the Marshal's Office.**
- e) **Possible approval of an amendment to the Agreement for Joint Use of Athletics Facilities and Recreational Easement with Chester-Campbell LLC for Sunnyside Park. The amendment changes the agreement from 3 years to one year.**
- f) **Possible acceptance of YF 2005-06 Annual Audit**
- g) **Possible approval of a revised Cooperative Purchase Agreement with Mohave Educational Services Cooperative.**
- h) **POSSIBLE APPROVAL OF RESOLUTION 2007-726, A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, PERTAINING TO THE INTERGOVERNMENTAL AGREEMENT WITH THE CAMP VERDE SANITARY DISTRICT ADOPTED AND APPROVED ON APRIL 25, 2007. This resolution ratifies and affirms the IGA that Council approved and authorized on April 25, 2007.**

On a motion by Hauser, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented, with the addition of a Special Session on Monday, May 21, at 4:00 p.m.

Mayor Gioia requested that a Special Session, including a work session, be set for Monday, May 21, at 4:00 p.m.

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

Tom Nielson volunteered to sell poppies in connection with recognition of May 25 and 26 as Memorial Poppy Days.

Ray Floyd wanted to thank Bill Lee for his service to the Town, adding that Bill has always given 110% to the town and that he only wanted to improve the Town for the citizens.

There was no further public input.

(Note: Item 6 was addressed following Item 13a to accommodate the presenter's late arrival.)

6. Presentation by the Victory Ranch for Children regarding their activities. This item may include discussion by Council.

There was no action taken.

Wendy McCants said that Victory Ranch will be celebrating its 15th year this August, and outlined the Victory Ranch efforts that include the recent opening of Hope House that will have activities for youth, and possibly celebration of recovery for parents. Ms. McCants said they will try to get more involved with Parks & Recreation to help with improving the community and working with youth.

Mayor Gioia expressed gratitude for the work Ms. McCants is doing with the youth and the changes that she has made; for those who wish to help, her mailing address is: Victory Ranch, P.O.Box 337, Camp Verde; the telephone number is 567-9150, and e-mail is www.victoryranchaz.org.

There was no public input.

7. Discussion, consideration, and possible appointment to the Library Advisory Commission to fill the vacant seat. The term expires in September 2008.

On a motion by Parry, seconded by Hauser, the Council voted unanimously to appoint Tom Nielson to the Library Advisory Commission.

Interim Town Manager Smith announced the two applicants for appointment; neither applicant addressed Council and with little discussion the motion was made to appoint Tom Nielson. The Council expressed appreciation for all those responding to fill vacancies.

~~**8. Discussion, consideration, and possible determination to either grant or deny an appeal to the Mayor and Council regarding the imposition of Impact Fees for Building Permit #2007140 SC for a single family residence to be constructed on parcel 404-04-040, submitted by Franklin and Karen Bueler, owners.**~~**9. Discussion, consideration, and possible approval of an agreement with the Verde Valley Rangers Sheriff's Posse for alcohol sales and vendor fees at five town Special Events.**

On a motion by Baker, seconded by Smith, the Council voted unanimously to approve the agreement with the Verde Valley Rangers Sheriff's Posse for alcohol sales for the Town's Special Events, and the Vendor Fee to be \$75.

On a motion by Gioia, seconded by Smith, the Council voted unanimously to amend the original motion to specify the five Special Events: Crawdad Festival, Corn Festival, Block Party, Fort Verde Days, and to have the Verde Valley Rangers run the Wine Bar at the Pecan & Wine Festival as a courtesy to the Town of Camp Verde with all proceeds to go to them.

Lynda Moore said she was reporting back to Council following the request to work on a proposed agreement with the Verde Valley Rangers for taking over alcohol sales at Town events, and relieving the Town of liability. Moore pointed out that the Parks & Rec Commission recommended charging a vendor fee in the amount of \$500, but she suggested that a more equitable charge would be a flat fee of \$75, which is a generally accepted amount by other communities for vendor fees.

PUBLIC INPUT

Jim Williams, of the Verde Valley Rangers, and the named agent on the liquor license, outlined his experience in the field of alcohol, and expressed appreciation for being considered to work on the Town events, as they did last year.

Tom Nielson said that originally Camp Verde did not allow alcohol sales, and would like to do something about that now.

There was no further public input.

10. ~~Discussion, consideration, and possible approval of \$20,324.50 from Parks Contingency for remote sensing project for Black Bridge Park to identify the presence and extent of any subsurface historic or prehistoric features that may require excavation.~~ **DISCUSSION, CONSIDERATION, AND POSSIBLE SELECTION OF OPTIONS, FUNDING AND DIRECTION TO STAFF FOR THE BLACK BRIDGE PARK ARCHAEOLOGICAL STUDY. THE DISCUSSION AND DIRECTION TO STAFF MAY INCLUDE RETAINING AN AGENCY AT A COST OF UP TO APPROXIMATELY \$29,000 FROM PARKS CONTINGENCY.**

On a motion by Baker, seconded by Gioia, the Council voted unanimously to retain the firm of PaleoWest to do the archaeological study at the Black Bridge Park site.

Interim Manager Smith listed the two proposals received; one from ASU in the amount of approximately \$20,300 to do a cursory review, but no removal, of possible artifacts. The proposal from PaleoWest is for \$28,500 for the same work, but also includes removing the artifacts; burial sites will involve an additional expense; they will also coordinate with the Yavapai-Apache Nation in connection with the re-burial, if found necessary.

Tom Motsinger, of PaleoWest, outlined the steps involved in proposed work, which he defined as archaeological data recovery, at the Black Bridge riverside park area, citing the Arizona Statutes under which the work would be performed. PaleoWest will be partnering with the Verde Valley Chapter of the Arizona Archaeological Society and enlisting volunteers to help keep the cost down. The proposal also includes a provision that the Town will provide some backhoe services. Motsinger explained the possibility that human remains may be found, which cannot be predicted, but would require an added expense in order to comply with the law.

The Council discussed with Mr. Motsinger the steps involved in the project, and how the artifacts would be identified and curated at the Arizona State Museum as well as the possibility that Camp Verde might be able to display them in its own museum. Mr. Motsinger said that it is possible that the project might be commenced as soon as July 1st and clearance received by the end of July. The members discussed the possibility of the extra costs as pointed out by Mr. Motsinger; it was agreed that the approval from the Council would then be requested as an overrun, in that event.

PUBLIC INPUT

Tom Nielson asked if there would be anything underneath the asphalt in that area. *Motsinger said there probably would be, but there would be no need to investigate that since it is already there.*

Paul Clawson, a resident of the area, said he completely trusts the Council's judgment in deciding which proposal to accept, commenting that PaleoWest appeared to have the better proposal.

There was no public input.

11. ~~Discussion, consideration, and possible approval of equipment rules, regulations, and rental fees for the Town-owned rodeo arena.~~

12. **Discussion, consideration, and possible selection of options, funding, and direction to staff on how to proceed in recruiting a Town Manager. The discussion and direction to staff may include retaining the League of Arizona Cities & Towns at a cost of approximately \$8,000.**

Staff was directed to contract with the League of Arizona Cities & Towns, as discussed.

Manager Smith reviewed options including working with private companies requiring the approximate amount of \$25,000, and working with the League of Cities & Towns which would cost approximately \$8,000. Smith described his research of the experience of other towns working with the League, and listed the steps that the League follows in its process and finally presenting candidates to consider. There were also comments from the members regarding their understanding of the work that the League does and agreement to retain that service.

PUBLIC INPUT

Nancy Floyd said she completely agrees with the idea of a third party doing the thorough screening and background check, and asked if they will be using what was approved by the Council in July 2000 for the qualifications of the Town Manager, **the minimum requirements are under-graduate degree, which of course is a Bachelor's Degree at a minimum, from an accredited college or university, which of course needs to be independently verified; five years of professional experience in a related field, at least two years in a supervisory position; two years experience as town manager, four years experience as assistant town manager in a community with population of at least 5,000. Those are the minimum qualifications. The desired qualifications are an MPA or MBA, five years experience as town manager or senior management experience in a related field in a local government agency, and also Arizona municipal experience.** Ms. Floyd said she wanted to be sure that is in the record and that is at a minimum of what the Town is going to be doing.

There was no further public input.

Councilor Smith said he would like to have an interview committee made up of the Town Manager of Cottonwood, Town Manager of Clarkdale, Marshal Smith, the normal Council makeup, and one other department head, with questions fielded in advance.

13. Discussion, consideration, and possible determination of resolution(s) that Council may wish to submit to the Arizona League of Cities and Towns for consideration.

Staff was directed to review the resolutions from last year that were adopted and those that were put on a "watch" basis, in particular the issues of reducing pseudoephedrine and toxic waste from meth activities; copies to go to Council members for review. The League should be able to provide updates.

Manager Smith said that the subject item is the initial step in the yearly process of determining resolutions to submit to the League.

The Council reviewed a number of ongoing issues that have been supported, and it was suggested that the members work on issues they wish to present, including the process for them to be considered viable. One suggested was to prepare a resolution to have ADOT work with economic development in rural communities, even though they are supposed to be doing that.

PUBLIC INPUT

Tom Nielson said the sidewalks in Town are being neglected; something should be done.

13a. DISCUSSION, CONSIDERATION, AND POSSIBLE DIRECTION TO STAFF TO CONTRACT FOR A FOUR (4) YEAR AUDIT.

Staff was directed to prepare RFQ's and then come back to Council with recommendations on a financial audit and a proficiency audit.

Parrish explained that several citizens had suggested that since there will be a new Manager, the Town should have an audit done in order to have a level playing field for the new Manager to take over. Parrish said that is usually what is done, including an inventory, in companies when a new CEO comes in. The members discussed the suggestion, with several disagreeing as to the need, and an alternative suggestion for perhaps an audit of the procedures followed by the Town to determine that there have been no illegal acts, if that is a concern. Bullard explained that in-depth audits are performed by an outside independent firm in compliance with State Statutes; a four-year audit would probably come up with very close to the same result as what is in the Town files from the last four years. However, Bullard said that if Council directs, then an RFQ could be prepared to solicit a new auditing firm, possibly to be available for the upcoming audit, but to go back and audit prior years would be an excessive expense.

Following public comments and further Council discussion with input from Bullard and Sims, it was suggested that staff could be directed to come back to Council with recommendations concerning a proficiency audit and services of a new auditor; Sims also said that a second year audit could be solicited, if discrepancies are noted in the first year.

PUBLIC INPUT

Nancy Floyd, a former information system auditor, said that all the firms use the same general accounting principles; they use software and it is a check sheet for everybody and an in-depth audit; to spend the extra money is ridiculous.

Vince Polo asked if the audits are made public. *He was advised that all the Town records are public and available in the Clerk's Office.*

There was no further public input.

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

There was no public input.

15. Advanced Approvals of Town Expenditures

a) There are no advanced approvals.

There were no advanced approvals.

16. Manager/Staff Report

Bullard announced that by Friday he will be receiving the draft of the audit of the Camp Verde Water System; copies will be distributed to Council for review. Bullard has also received a redraft of the Town's Personnel Manual; it will be brought back to Council after review by department heads.

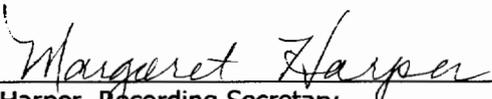
17. Council Informational Reports

Hauser reminded all of the high school graduation coming up on May 25th. Hauser reported on today's Verde Watershed meeting, and the seminar scheduled for June 21st at the multipurpose complex; more information will be available on that later.

Gioia reported on attendance at the Water Advisory Committee meeting that was a joint meeting with the Board of Supervisors, Yavapai County. Gioia described possibilities and suggested changes arising from a decision that the Committee would like to include the Board as voting members, a huge leap forward.

18. Adjournment

On a motion by Hauser, seconded by Baker, the meeting was adjourned at 8:04 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 16th day of May 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 8 day of June, 2007.



Debbie Barber, Town Clerk