

**MINUTES
REGULAR SESSION
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, May 4, 2005
at 6:30 P.M.**

Minutes are a summary of the actions taken. They are not verbatim.
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 Dickinson, Vice Mayor Reddell, Mayor-Elect Gioia, Councilors Baker, Kovacovich, Parrish and Teague were present.

Also Present:

Town Attorney Sims, Town Magistrate McElhane, Asst. Parks & Rec Director Moore, Council Candidate Ron Smith, P&Z Commissioner Bullard, Town Clerk Debbie Barber and Recording Secretary Margaret Harper; Town Manager Lee arrived at 6:44 p.m.

3. **Pledge of Allegiance**

The Pledge was led by Councilor Teague.

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) April 20, 2005 – Regular Session

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

1) Budget Work Session – May 11, 2005 at 6:30 p.m.

2) Regular Session – May 18, 2005 at 6:30 p.m.

3) Council Hears Planning & Zoning – May 25, 2005 at 6:30 p.m.

c) **Possible approval of Application for Extension of Premises/Patio Permit for the Valley View Restaurant.**

d) **Possible approval of contract with Larry W. Howell, adding him to the Magistrate's Court Bailiff Pool.**

On a motion by Reddell, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented, with the changes setting a meeting for May 6th, and then starting at 2:30 on May 11th.

The Council discussed the need for changes to the schedule of meetings, and agreed to set a 20-minute Executive Session with Attorney Sims via telephone for Friday, May 6 at 11:30 a.m.; and change the format of the Budget Work Session scheduled for May 11, 2005 to cover the period from 2:30 p.m. to 6:30 p.m., working with one department at a time.

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

There was no public input.

(NOTE: Items 11.a and 11.b were heard prior to the following agenda items, with Item 6 heard following Item 11.)

6. **Discussion, consideration, and possible approval to retain Economists.com to develop a long-term rate and financial plan related to the potential acquisition of the Camp Verde Water System.**

On a motion by Gioia, seconded by Reddell, the Council unanimously approved the funding of the Economists.com proposal to research our water system and supply Council with that information.

Town Manager Lee said that Economists.com is a group headed by Dan Jackson, based out of Texas. Evaluations need to be done on the Water Company and that group is familiar with that type of work. They have worked well with Cottonwood, and they have been recommended to Camp Verde by WIFA as well. The Council is being asked for approval to hire them so that the Town can get moving on exploring the Water Company lease. Council was advised that the Water Company has no objection to providing the information that Economists.com will require in order to develop the proposed plan. Two grants have been applied for in connection with water; the Town will only be eligible for one, and the one receiving the highest rating will probably be chosen. WIFA had recommended applying for both at the same time.

7. **Discussion, consideration, and possible authorization to request bids for a Track Filing System for the Magistrate Court.**

On a motion by Baker, seconded by Gioia, the Council unanimously authorized Judge McElhaney to request bids for a Track Filing System for the Magistrate Court using the Local JCEF Funds, not to exceed \$12,000.

Town Magistrate McElhaney explained that the Track Filing System had previously been included in the CIP projects but was removed because of the urgency of the need and the immediate availability of the JCEF funds. McElhaney itemized the number of court cases filed last year amounting to a 48% increase over the previous year. He is requesting authorization to use the Local JCEF Fund; they will also apply for a grant. There will be no cost to the Town. The Track Filing System will be removed and installed in the new court facility when that is completed.

8. **Discussion, consideration, and possible direction to staff to work with the Main Street Merchants regarding funds raised from the Main Street Stampede.**

On a motion by Dickinson, seconded by Gioia, the Council unanimously withdrew the resolution that previously directed the Parks & Recreation Director on the Main Street system, and directed the Director to deal with the Main Street Merchants in the way that was discussed.

Director Moore said that last August the Council had directed her to work with the Townsite Redevelopment Committee on the question of using the funds from the Main Street Stampede. Since that time the Main Street Merchants committee has been formed. They meet at least twice a month. The purpose of the Stampede was to help the merchants. Moore believes that working through the merchants would be a much better option than the Redevelopment Committee and she is requesting permission to work with the Main Street Merchants group instead. The Council agreed that such a switch would be a logical move. There was some discussion regarding the profit realized from last year that is still being held, as well as the approximate amount to be added from this year for an approximate total of \$8,000. The Council also discussed with Moore some options regarding the use of the funds to benefit the merchants.

9. **Discussion, consideration, and possible approval of a property boundary and topographic site survey of the Regional Park at a cost of approximately \$11,376.00.**

On a motion by Teague, seconded by Baker, the Council unanimously approved the property boundary and topographical site survey of the Regional Park at a cost of approximately \$11,376.00.

Town Manager Lee reviewed the effort of the Town for a number of years to acquire the 223 acres of property at the air strip site for the Community Park which may happen as early as this coming October. Some boundary and topo work will be needed for that area and will eventually have to be done. The school is purchasing 80 acres adjacent to that park site and is having it flown for the boundary and topo markers. The school has invited the Town to piggy-back on their bid for that work, thus reducing the cost for both entities. The environmental and archaeological sites would probably not be specifically included, but those sites would more than likely be identified on the topo. The biggest advantage of the proposal would be the help with the

topography, and it will also determine the markers for the corners of the property. The legal description was prepared some time ago and some of those markers may still remain.

10. **Discussion, consideration, and possible direction to staff to pursue funding from the ADOT Small Area Transportation Study Program to fund a transportation study that will become a locally approved transportation plan and an element in the General Plan.**

On a motion by Reddell, seconded by Gioia, the Council unanimously directed staff to pursue funding from the ADOT Small Area Transportation Study Program to fund a transportation study that will become a locally approved transportation plan.

Lee explained that staff was recently made aware of the subject program by an individual from ADOT. The amount for the 20% match could come out of the HURF Contingency dollars to help the Town plan for applying for Federal funds to use for some other roads that are not already on the system. The SATS Program is on a first-come, first-served basis so the sooner the Town commits the sooner it will receive their assistance.

Council questioned whether the program would require forming a committee among the communities and appoint a staff member. Lee confirmed that that would be a part of what ADOT would be helping to do, putting together a committee and helping with the research needed to be able to get the roads on the system. The Town is eligible for funding for some of the side roads since they are connected to I-17 and 260, which run through the community. Each community is eligible to apply separately and get the help from ADOT. The Council reviewed the provisions set forth in the letter confirming that one staff member will be on the Technical Advisory Committee. Response to initiate the process as soon as possible should put the Town at the top of the list for the program.

11. **Discussion, consideration, and possible direction to the Town Manager and the Town Attorney to report back to the Council regarding recommendations concerning procurement and other authority delegated to the Town Manager under the Town Code.**

There was no action taken.

The Town Manager and Town Attorney were directed to report back to the Council with recommendations on the Town procurement policy under the Town Code as discussed, including a review of those who report to the Manager and the Council.

The Council discussed the subject agreeing that it is an issue that they have been dealing with recently, and that it is time that some Camp Verde Code should be brought up to date. The Personnel Policy and Marshal's Office Policy have been addressed, and it is time for the Council to look at its policies as well. Keeping up with the times, the Manager's Office should have authority to expend funds well above the conflicting amounts from \$500 to \$1,000 set forth in separate sections. There was also an opinion expressed regarding having one employee reporting to the Council, and that would be the Manager.

Attorney Sims reviewed the previous request from the Council to work with the Town Manager to draft recommendations, citing issues that guidance is needed from the Council, such as authority of the Manager, making sure that authority is properly procured, and how implemented. Most of the Council's colleagues around the State would not have the elected officials dabbling in the implementation because of then requiring a public meeting no matter how trivial the issue. The Council protects the taxpayer through the process of budget work sessions. The existing code totally errs because on procurement for building public works it refers to applying the more stringent State law which since first drafting the code has become far more flexible, allowing a governmental entity to build public works. Sims outlined other areas in which the existing code creates problems for the Town, changes in which could save the taxpayers money. The main areas to be looked at principally are procurement, bidding, and implementation. Sims said that

the suggestion regarding who reports to the Council could also be reviewed; normally all departments would report to the Manager.

11.a Discussion, consideration, and possible approval of a letter to Senator Bennett concerning the Town's position on the proposed SR 260 project.

On a motion by Gioia, seconded by Reddell, the Council unanimously approved the letter to Senator Bennett re State Route 260 and the consensus points.

A call was received Monday from Supervisor Davis that it would be advisable for the Town to draft a letter concerning the consensus points that were agreed upon at the last meeting; a copy of the letter is provided for review. The issue of what was referred to as the extremely busy and dangerous Horseshoe Bend intersection was briefly addressed. The understanding from the last meeting is that ADOT is now willing to design SR 260 from I-17 out to the Steve Coury area as an urban highway rather than a rural highway as had been previously considered. There is still much discussion ahead regarding locations of left turns across the median. At this point the letter should solidify the region's position on needing access and allow ADOT to feel comfortable with proceeding on the issue. The Access Management Plan will be more of the arena to carry on the debates on determining access points; left turns could be made across the median when development occurs, but that is yet to be determined. There will be no interchanges, only flat intersections. The letter solidifies the intent for the Access Management planning and that 260 will remain within the footprint of 260.

11.b. Discussion, consideration, and possible appointment of two (2) representatives to serve on behalf of the Town in future meetings concerning the SR 260 project.

On a motion by Baker, seconded by Reddell, the Council unanimously appointed Bill Lee, Town Manager, and Will Wright, Community Development Director, to be the Town's representatives in the ongoing and future Highway 260 discussions and the Access Management Plan.

The idea of appointing the representatives from every entity, including the Town, Fire District, Marshal, and Yavapai-Apache Nation was also discussed at the last meeting and intended to streamline the process once consensus was apparently reached between the 40 to 50 people at every meeting. It was suggested that the Town Manager and Community Development Director be appointed as the Town representatives, with an alternate suggestion to appoint the Manager and a member from the P&Z Commission. The representatives will be taking direction from the Council and reporting back to keep the Council advised. There was some discussion about representation from the property owners' group; it was understood that they are comfortable with working with the Council to have their voices heard. There will also be public hearings during the Access Management Plan process. It was generally agreed that Bill Lee and Will Wright would be the logical candidates for appointment because of the information flowing through their respective departments that can be shared with each other, as well as familiarity with the issues. The letter will be sent to Supervisor Chip Davis' office to be included with the others and sent on.

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

There was no public input.

13. Advanced Approvals of Town Expenditures

a. Discussion, consideration, and possible approval of payment in the amount of \$850.00 to Arizona Rural Water Association for the annual membership dues.

On a motion by Dickinson, seconded by Baker, Item 13.a was tabled until further information is received.

On a motion by Dickinson, seconded by Reddell, the Council unanimously approved the expenditure of funds to replace the heater in the pool.

It was agreed that although the Town had been a member of Arizona Rural Water Association in the past, the Council would like to have a representative from that group give a presentation with more information on which to base a decision to join; Lee will also provide the Council with information received from Doug Nelson. The item was tabled in the interim.

14. **Manager/Staff Report**

There was no Manager/Staff Report.

15. **Council Informational Reports**

Reddell said that the financial statement shows that the Town is still plus-\$1 million in the General Fund and \$863,000 in the Contingency Fund on the roads department, still above the line.

Dickinson announced that plans and bid packages are available for contractors to begin work on proposals for the Marshal's Office; it is a good project for the community and is moving forward.

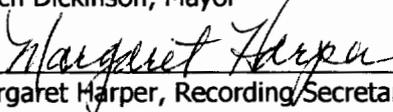
Gioia reported on a visit he had yesterday from a hydrologist from the USGS Denver Office who has been working on a number of issues involving the headwaters of the Verde River. Her report titled "Geologic Framework of the Verde River Headwaters" will be at Water Protection Fund May 25th for review.

16. **Adjournment**

On a motion by Teague, seconded by Baker, the meeting was adjourned at 7:39 p.m.



Mitch Dickinson, 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 May, 2005. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 19 day of May, 2005



Deborah Barber, Town Clerk