

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, NOVEMBER 5, 2008
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 6:40 p.m.

2. Roll Call

Mayor Gioia, Councilors Smith, Garrison, Kovacovich, Elmer and German were present; Vice Mayor Hauser was absent.

Also Present: Town Manager Mike Scannell, HR Director/Town Marshal Dave Smith, Asst. to Town Manager Carol Brown, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.

3. Pledge of Allegiance

The Pledge was led by German.

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) Joint Meeting with YAN Tribal Council – October 28, 2008
- 2) Council Hears P&Z – October 22, 2008
- 3) Regular Session – October 15, 2008
- 4) Council Hears P&Z – September 24, 2008

b) Set Next Meeting, Date and Time:

- 1) November 12, 2008 at 6:30 p.m. – Special Session with RBF to consider Park Master Plan
- 2) November 19, 2008 at 6:30 p.m. – Regular/Council Hears P&Z COMBINED
- 3) November 26, 2008 at 6:30 p.m. – Council Hears Planning & Zoning – **CANCELLED**

c) Possible authorization to pay the \$5,000 deductible to Southwest Risk to settle the litigation Davenport v. Town of Camp Verde. (Staff Resource: Carol Brown)

d) Possible approval of the Manager's Compensation Package (Staff Resource: David R. Smith)

On a motion by Smith, seconded by Garrison, the Consent Agenda was unanimously approved as presented, with the corrections to the Minutes of October 22, 2008 and October 15, 2008 noted; Garrison abstained from approval of the Minutes of October 22, 2008 since she was absent; Elmer abstained from approval of the Minutes of October 15, 2008 since he was absent.

Kovacovich requested a correction to the Minutes of October 22, 2008, as follows: Under Item 4.e), second paragraph, "Smith noted an oversight..." should state, "**Kovacovich** noted an oversight..."; also, Garrison pointed out that she was incorrectly reported in the Minutes of October 22, 2008 as being present; Gioia requested a correction to the Minutes of October 29, 2008, under Item 4, second paragraph, beginning, "The Mayor permitted open dialog between audience members and Mr. Kugler," should also indicate that Council had first participated and had their input; the notes included near the end of Item 4 should be removed; the paragraph above the notes should be amended to indicate that the discussion was about the lighting and lighting cost, not about the work force.

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

(Comments from the following individuals are summarized.)

Robin Whatley reported on the success of the Main Street Trick or Treat Halloween event Friday night; the businesses did a great job, and Ms. Whatley especially recognized the participation of both Mayor Gioia and Councilor Kovacovich.

Virginia Levy said she is requesting permission to operate a small one-horse carriage service, using a Shetland pony, for the Town of Camp Verde Main Street; she is a professional carriage driver from Atlanta, and believes the service would fit in with the rural theme of the Town. Ms. Levy added that the merchants have expressed enthusiasm for her idea. *Mayor Gioia invited her to meet with staff to discuss her request further.*

Amber Polo, as a Library volunteer, explained that she is planning a Read-In this Saturday to be participated in by Town celebrities, including Mayor Gioia, Marshal Smith, Mark from the press, Tracy Schmikowsky and Mary Taylor, Kathy Davis, Chip Norton, Debbie Barber, and Chip Davis, the County Supervisor will also be appearing. Ms. Polo said everyone is invited to come and enjoy the Read-In.

Howard Parrish wanted to remind everyone about the American Legion Veterans Day Parade event on Sunday at 1:00 p.m.; about 25 entries have been received to date.

There was no further public input.

6. **Council Informational Reports**

Smith offered congratulations to President-elect Obama and Biden; Smith said he was serving his country when President Kennedy was assassinated, and when Martin Luther King was killed. Smith said we have come a long way in 40 years; we should support our new President and hopefully all come together.

Garrison reported on completion of the NACOG Tourism event; it was a great success and very well received by those attending. Some of the attendance had been affected by the downturn in the economy, but the 56 people who came had some amazing information to share about their communities. Garrison congratulated Chip Norton on his win; the VIP's participated in the Halloween event, and they will be working with the Veterans Parade on Sunday. Garrison said she had attended all the meetings she had been scheduled to attend; there will be a Transportation meeting and all the information of dates and times have been given to the Council and the newspapers.

Kovacovich thanked all the citizens and families who came out for the Friday night Halloween celebration; everyone had a good time.

German said that he had requested two items to be put on the Agenda for the meeting of November 19th; one on how to proceed on the 15 acres, and the other regarding information gleaned from a meeting with the School Superintendent.

Elmer requested Mayor Gioia to read his letter to the public. Gioia said he would after he gave his report.

Gioia invited the community to attend the Veterans Day Parade; everyone has been working hard to make it a success. NACOG has sent a letter of thanks for the recent tourism event; they were thrilled with the "red carpet" put out for them by the Town. Gioia thanked the merchants for the Trick or Treat on Main Street successful event, commented on other area events and the re-opening of a business in a new location and how the Main Street event benefited them. Gioia added a reminder to shop locally to support the businesses.

Gioia then read the letter from Greg Elmer that outlined the pressures on his personal and business life, particularly in light of the current economic situation, all of which have led him to make the sad and difficult decision to resign as a Council member, to be effective November 30, 2008. Gioia added that he was deeply sorry to receive the notice.

Councilor Elmer requested Item #7:

7. **Chamber of Commerce presentation of accomplishments and activities during the first quarter, followed by possible discussion with Council. Discussion may include an invitation to the Chamber to continue quarterly reports to the Council.**

There was no action taken.

Elmer said that Tracy, from the Chamber of Commerce, had requested an opportunity to give a report on the activities of the Chamber. Elmer said he would also like to have a discussion on perhaps requesting quarterly reports from the Chamber instead of relying solely on reports from the liaison appointed to attend the Chamber meetings.

Tracy Schmikowsky took the Council through a Familiarization Tour on the operation of the Chamber of Commerce in connection with grants; she distributed copies of a preprint brochure advertising for Fall that had been created by the Arizona Office of Tourism, and gave a brief Power Point presentation that included ways the Chamber is advertising on the Internet, and the greatly increased number of visitors to the website.

The Council discussed with Ms. Schmikowsky the information she had reviewed, and the members expressed appreciation for the offer to provide frequent, or quarterly, reports. There was general agreement on the benefit of the

Town being able to maintain a close relationship with the Chamber.

PUBLIC INPUT

Mary Taylor, President of the Chamber, commented in response to a question from the Council on including links to the Parks that they come to the Board meetings monthly, so there is continual correspondence with them on the State and National Parks.

There was no further public input.

Town Manager Scannell said he believes it is important for the Chamber to come and visit with the Council every quarter; Elmer said that the Council should direct staff to make sure to put them on the Commission Reports.

8. **Discussion, consideration, and possible direction to the Manager relative to the following flood insurance options 1) Cancel the 'contents and building' for the former Marshal's Office and 2) Increase the library's 'contents' to the maximum allowable coverage of \$500,000, at an additional expense of \$1,915. (Staff Resource: Carol Brown)**

On a motion by German, seconded by Smith, the Council unanimously voted approval to cancel the flood insurance on the "contents and building" for the former Marshal's Office and to increase the library's 'contents' to the maximum allowable coverage of \$500,000, at an additional expense of \$1,915.

Asst. to the Town Manager Carol Brown reported on her research into the issue of flood insurance with the original intent to hopefully save money. It was discovered that the former Marshal's Office is no longer being used as it was, plus the Library contents were found to be very under-insured. Ms. Brown requested increasing the insurance on the Library and its valuable contents, although there is a limit of only \$500,000. With an increase in that insurance, and the savings realized by canceling the insurance on the former Marshal's Office, there would be a net additional expense of \$1,915, and the funds are available in the budget. The members discussed with Ms. Brown the figures she reviewed; an analysis of the costs was included in the agenda packets.

There was no public input.

Gioia suggested that it would be in order to follow through and authorize the funding for the options reviewed by Ms. Brown; German reminded everyone of the planned flood zone re-mapping, but it was agreed that at least for this year the Town should go ahead with the insurance and see what changes later. Gioia said that he had discussed with the Manager sending a representative to the County to keep the Town involved in the process and to relay anecdotal water information to FEMA. Scannell explained that Ms. Brown has been given the task of beginning to take on Risk Management duties and to begin to assess the adequacy of the Town's different insurance coverage, commending her on the work she has done. Scannell said that the Council can expect to be receiving more reports and updates, as well as recommendations and requests for guidance on how to manage the Risk Management profile. Gioia pointed out for the public that this was another example of how the Council and staff are working on putting the Town's house in order, and thanked staff for their diligence.

Smith wanted to keep the public aware of the two cell doors at the old Marshal's Office are from the Territorial Prison, and the Town does not want them to disappear during future changes in development.

9. **Discussion, consideration, and possible approval to reclassify the Animal Shelter Operator position to an Animal Control Officer position to increase the number of days and hours an Animal Control Officer is available to the public. (Staff Resource: David R. Smith)**

On a motion by Smith, seconded by Kovacovich, the Council unanimously approved to reclassify the Animal Shelter Operator position to an Animal Control Officer position to increase the number of days and hours an Animal Control Officer is available to the public.

Marshal Smith said that because of past concerns about the Animal Control Officer being unable to respond to calls on some days, the Town Manager had requested him to look into and try to resolve the problem. The Animal Shelter Operator is willing to be trained as an Animal Control Officer, which would allow two Animal Control Officers to share duties, with one available to be able to respond more days. The increase in cost would be \$3,000 per annum.

The Council discussed the operation of the Shelter and the valuable assistance of the volunteers, commenting on personal experiences. Scannell thanked Smith for the analysis and the small investment resulting in an increased amount of coverage. He added that on November 19th he will be coming to the Council to discuss a budget balancing

strategy, and that there are interesting budget challenges ahead.

There was no public input.

10. **Discussion, consideration, and possible direction/guidance to the Manager relative to the Town investing funds to prepare a 'Master Lease' Request for Proposal (RFP) for the Town-owned Rio Verde Plaza property.**
(Staff Resource: Michael Scannell)

A motion by German that Council proceed with its original decision and do nothing with the building, other than to test the tile for asbestos, was withdrawn for lack of a second..

Staff was directed to compose a letter for transmittal to Mr. Eggstaff thanking him for his interest in the matter and indicating that the Town will not be proceeding with the issuance of an invitation for bid, wishing him well and thanking him for his interest in the Town of Camp Verde; the decision about the building stands from prior action, that is not changed, but simply closes out the communication that Mr. Eggstaff began; the letter should be drafted and sent out in the next day or so.

Scannell reminded the Council of the letter received a number of weeks ago from Greg Eggstaff, who owns the mall in which the Basha's Market and other stores are located. Mr. Eggstaff had learned of the Rio Verde Plaza issues and expressed interest in his firm entering into a master lease to manage that asset for a period of time; whereby the Town would receive a single payment per annum from Mr. Eggstaff as the landlord. As requested by Council, Scannell followed up on the proposal and toured the subject property with Mr. Eggstaff who has now submitted a letter to the Council outlining an alternate approach for the Town to test through an RFP whether others might also have interest. Scannell said he was requesting direction relative to the Town investing the funds to prepare the RFP and pursue the matter further. The members discussed with Scannell the state of the Town's financial situation, the cost of preparing an RFP, and the condition of the building and expense of repairs, either for the Town or the party willing to enter into a Master Lease in light of the current economy and the deterioration of the rental market. Discussing the condition of the building, there was also confirmation that there is asbestos in the building that would need to be disclosed in connection with any lease. There were comments and general agreement that the Town should just proceed with demolition of the building, as previously decided and voted upon. As far as disclosing the extent of repairs to other interested parties, Scannell assured the Council that Mr. Eggstaff had been aware of those problems from the beginning, and had planned to factor the costs into long-term leases in order to recapture his investment. Scannell questioned whether Mr. Eggstaff could fill up the units, recapture his investment, and give the Town any appreciable proceeds from a master lease, and suggested that Mr. Eggstaff had come to that conclusion as the market has deteriorated. It was further agreed that any suggested testing for asbestos at this time not be considered, since testing will be required prior to any demolition.

There was no public input.

Councilor Garrison requested item #11:

11. **Update, discussion, consideration, and possible direction to staff relative to the use of the timer during meetings.**

Staff was directed to continue to use the timer for the public input, and Council will continue to police themselves.

Garrison said that she had discussed with Town Clerk Barber the use of the timer, questioning why an extra staff person was necessary at some Council meetings; Barber was asked to share with the Council her answer to Garrison's question. Barber explained that after starting to use the timer for both the Council and the public, and then during the absence of the Recording Secretary during the month of August because of vacation time and illness, it became apparent that it was difficult to manage both the timer and type computer log notes of the proceeding at the same time, while timing both the Council members and the public speakers. Barber suggested that the process would be manageable if the timing did not apply to Council members, but only the public. It was pointed out that the public deserves to hear the full discussion and comments by the Council members, without time restrictions, keeping in mind that the members should continue to be self-limiting in their discussions and comments. Barber said she would bring back for Council approval a change in the Ordinance eliminating the use of the timer for Council members.

There was no 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.**

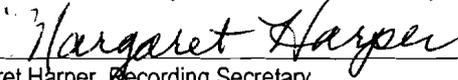
There were no advanced approvals.

14. **Manager/Staff Report**

Scannell said that Ron Long, the Public Works Director, sent a communication to the Town Council dated October 22, 2008 regarding the discussion on asphalt mixing; and if Council wants any action over and above what he has reported, to please let the Manager know.

15. **Adjournment**

On a motion by Kovacovich, seconded by Smith, the meeting was adjourned at 8:19 p.m.

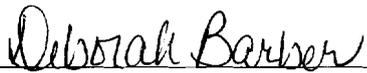


Margaret Harper, Recording Secretary

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 5th day of November 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 21 day of November, 2008.



Debbie Barber, Town Clerk