

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, SEPTEMBER 16, 2009
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 Burnside, Vice Mayor Kovacovich, Councilors Garrison, Whatley, Baker, Roulette and German were present.

Also Present: Town Manager Michael Scannell, Public Works Director Ron Long, Acting Community Development Director Mike Jenkins, Recreation Supervisor Lynda Moore, 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) Regular Session – September 2, 2009
- 2) Special Session – September 2, 2009
- 3) Regular Session – August 26, 2009

b) Set Next Meeting, Date and Time:

- 1) September 23, 2009 at 6:30 p.m. – Council Hears Planning & Zoning Matters
- 2) October 7, 2009 at 6:30 p.m. – Regular Session
- 3) October 21, 2009 at 6:30 p.m. – Regular Session
- 4) October 28, 2009 at 6:30 p.m. – Council Hears Planning & Zoning Matters
- 5) November 4, 2009 at 6:30 p.m. – Regular Session
- 6) November 18, 2009 at 6:30 p.m. – **COMBINED** Regular Session & Council Hears Planning & Zoning Matters
- 7) November 25, 2009 at 6:30 p.m. – Council Hears Planning & Zoning Matters - **CANCELLED**

c) Possible approval of the SFY 2010 LTAF II (Local Transportation Assistance Fund) application in the amount of \$16,070.10 for transportation projects (Voucher Transit Project) and authorization for the Mayor to execute related grant and contract documents. Approval of this grant application will eliminate the need for funding from the General Fund. Staff Resource: Ron Long

d) Possible approval of Resolution 2009-784, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona approving an Intergovernmental Agreement with the Yavapai County Development Services Department for Building Safety Support services. This is a budgeted item in the General Fund. Staff Resource: Mike Jenkins

On a motion by Baker, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented, with Item 4.d) pulled for discussion, and corrections requested to the Minutes of August 26, 2009 and September 2, 2009.

Baker requested a correction to the Minutes of September 2, 2009; Item 13, last paragraph, correcting the reference to 'NACOG' to properly indicate "League of Arizona Cities and Towns". In connection with the Minutes of August 26, 2009, Whatley requested a correction to Item 9 to reflect that there was formal action taken; however, review indicates that there was only a poll taken to determine a consensus as to moving forward on the project. On Page 3, Item 9, last paragraph, "Symington" was corrected to properly reflect "Simonton."

4.d) Possible approval of Resolution 2009-784, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona approving an Intergovernmental Agreement with the Yavapai County Development Services Department for Building Safety Support Services.

On a motion by Baker, seconded by Roulette, the Council unanimously approved Resolution 2009-784, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona approving an Intergovernmental Agreement with the Yavapai County Development Services Department for Building Safety Support Services.

Acting Community Development Director Jenkins, in response to questions about budget considerations and the County being in

agreement with the proposed services, stated that staff will only use the County on a limited basis; staff can be selective and will control the budget.

5. **Council Informational Reports.**

Whatley commented on attending the meeting at the Marshal's Office with other members of the Council who will share the details.

Garrison reported on her attendance at several meetings, including the NACOG meeting, and displayed a map of what is being projected for roads and what they will be 20 years from now.

Baker reported on attending the Water Advisory Committee meeting today, and the teleconference meeting held on September 9, 2009. In connection with the Clean Water Restoration Act, an educational project on water conservation is being planned for Fourth Graders; the event is scheduled for October 22nd 2009. Baker also commented on the recent flooding in Sedona.

Burnside announced the Grand Opening of Walgreen's scheduled for September 24th 2009, adding several other upcoming events including the Library Rummage Sale, Verde River Days, and the Verde River Flood Assessment Study.

German also commented on the Library Rummage Sale and urged everyone to sign up for the Sustainable classes scheduled.

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

(Comments from the following individuals are summarized.)

Jim Meredith, representing the Camp Verde Cavalry, outlined the details of the upcoming Colonel's Daughter event scheduled for September 27, 2009, with five girls currently entered into the competition; this is the 50th year the event has been held and urged everyone to turn out for the special occasion.

Howard Parrish wanted to thank all the people who are helping out with gifts for the Daughters; Schools Superintendent Brown is 100% behind the event, and Parrish would like to see all the Council members turn out to support the girls.

There was no further public input.

7. **Discussion, consideration, and possible approval of Resolution 2009-783, a resolution of the Town of Camp Verde, Arizona, supporting the application by a Verde Valley Broadband Cooperative for federal grant funds from the Department of Agriculture Rural Utility Services Broadband Initiatives Program and the Department of Commerce National Telecommunications and Information Administration Broadband Technology Opportunities Program to obtain funding for Regional broadband infrastructure construction and program development.** Staff Resource: Michael Scannell

On a motion by German, seconded by Garrison, the Council unanimously approved Resolution 2009-783, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona supporting the application by a Verde Valley Broadband Cooperative for federal grant funds from the Department of Agriculture Rural Utility Services Broadband Initiatives Program and the Department of Commerce National Telecommunications and Information Administration Broadband Technology Opportunities Program to obtain funding for Regional broadband infrastructure construction and program development.

Scannell explained that the proposed Broadband Cooperative program represents an important economic development issue for the Verde Valley, two representatives, Ms. Bailey from Clarkdale, and Ms. Filardo from Sedona, were in attendance to share the details on the benefits from and need for the proposed construction.

Jodi Filardo, Economic Planner for the City of Sedona, assured the Council that the presentation was not going to be a request for funding, but a request to support the subject application for Federal grant funds; they have received support from Clarkdale, Cottonwood and Sedona. Ms. Filardo stressed that the project is all about economic development, and described in technical and network terms how the program would work for the benefit of all.

Councilor Whatley requested item 8:

8. **Discussion, consideration, and possible direction to staff relative to ordering and installing directional signage for the Camp Verde Senior Center.** This is an unbudgeted item from the Contingency Fund.

On a motion by Whatley, seconded by Garrison, the Council unanimously directed staff relative to ordering and installing directional signage for the Camp Verde Senior Center pursuant to the discussion of the placement of the signs at Main Street and Head, and Fourth Street and Maryvale; staff will find the money in the budget to cover the cost of the signs.

Whatley said that she had been asked by members of the Senior Center to look into obtaining directional signage for the Senior Center; it is in a location that is difficult to find or give directions to, and the signs would help the community to know where they are. The Center has requested four signs to be placed at strategic locations; the cost was discussed, with input from Public Works Director Ron Long. After further discussion, including concerns about traffic safety, the Council determined that two locations would best serve the purpose: Main Street and Head, and Fourth Street and Maryvale.

9. **Presentation by Lynda Moore, Youth Count, and the Youth Center followed by possible discussion and direction to staff relative to the future of the Teens A Chillin' Youth Center. Discussion may include, but not be limited to the evolution of the Center, defining the players, and if the Town should be directly involved or be a supporting organization, and discussion of options relative to continuing service delivery.** Staff Resource: Lynda Moore
On a motion by Whatley, seconded by Roulette, the Council unanimously directed staff to pursue Option a) set forth in the Agenda Action Form, and bring back to Council for review on October 7, 2009.

Recreation Supervisor Moore explained that Youth Count were here to help the Town get the Youth Center going in the right direction; the Boys & Girls Club had backed out of its original offer to help get the project started. The Council discussed the chronology of the actions leading to the current operation of the Youth Center, and voiced objection to not having a "paper trail" to memorialize those actions. Moore admitted that staff was at fault for not having any formal agreement. She requested that the Council consider the proposed options presented in order to keep the Youth Center operating, with Option a) as the preferred choice. It was also acknowledged that the Town could not take responsibility for the Youth Center because of lack of staff and funds. Scannell assured the Council that the past oversights will not happen again; if Option a) were to be approved the staff and Town will work during the year to find a successor to take over the Youth Center. Scannell said that Moore will work on drafting an agreement with Youth Count to define the relationship and building lease, and bring the draft back to Council at the meeting of October 7th 2009. Staff will then be coming back to Council with the successor agreement to take over and continue the work with the Youth Center.

PUBLIC INPUT

(Comments from the following individual are summarized.)

Vince Mann, 13 years old and in the 8th grade, shared the history of his addiction to drugs and alcohol leading to a suicide attempt, his recovery and the importance of friends helping, and his turn-around, through his association with the Teen Center.

There was no further public input.

A recess was called at 8:04 p.m.; the meeting was called back to order at 8:16 p.m.

10. **Discussion, consideration, and possible acceptance of the Development Impact Fees Report to include Statement of Revenue, Expenditures, and Changes in fund balances for the fiscal year ending June 30, 2009.** Staff Resource: Lisa Elliott

On a motion by Baker, seconded by Garrison, the Council unanimously accepted the Development Impact Fees Report Form, Statement of Revenue, Expenditures, and Change in Fund Balances, for the Fiscal Year ended June 30, 2009.

Scannell stated that the subject report is required by Statute to be presented at least once each year to keep the Council apprised of the monies collected; there was a brief discussion of the figures presented and it was pointed out that the dates shown to indicate Fund Balances will be corrected to show June 30, **2008** and **2009**.

11. **Possible authorization for staff to obtain an appraisal for the Public Works Equipment Yard located on Industrial Drive.** This is an unbudgeted item from the Contingency Fund. Staff Resource: Ron Long
On a motion by Garrison, seconded by Baker, the Council unanimously authorized staff to obtain an appraisal for the Public Works Equipment Yard located on Industrial Drive.

Public Works Director Long said that staff is seeking authorization to obtain an appraisal for the property consisting of 17 acres; it is an unbudgeted item, and the cost of the appraisal is estimated to be approximately \$3,000. Staff will requested approval from Council when the exact cost is determined.

12. **Discussion, consideration, and possible approval of the reorganization of the Public Works Department to include Parks & Recreation, Facilities Maintenance, and adding a new staff engineer position. Expenses associated with the new engineer position will be absorbed in the 09/10 allocated appropriations. The salary range for the engineer is \$44,860 to \$68,529.** Staff Resource: Michael Scannell
On a motion by Whatley, seconded by Garrison, the Council **voted 6-1** to approve the reorganization of Public Works to include

Recreation and Facilities divisions; approve the funding, job posting and new hire for the Staff Engineer division; **with a 'no' vote by Baker.**

Scannell referred to the request from Lynda Moore to be relieved of her responsibility as Parks & Recreation Director and reassigned as Recreation Supervisor. Scannell presented a suggested Organization Chart to illustrate a reassignment of duties and responsibilities under the Public Works Director that would include dividing the Parks & Recreation Department duties into two divisions under the supervision of the Public Works Director. Scannell outlined the savings that could be realized by the change, such that a new Staff Engineer position could be funded, providing much needed professional help for the Town Engineer. Long confirmed that the proposed Organization Chart is similar to that followed by other towns and cities. During the discussion there was some objection about the proposal to create a new position and hire a new employee because of the current economic situation, and concern about it worsening. In response to the question of his salary and the increased responsibilities, Long said he understands he will remain at his current salary level.

13. **Discussion, consideration, and possible authorization to solicit bids to remove the mobile portion of the Old Marshal's Office located at 33 Moser Lane.** This is an unbudgeted item from the Contingency Fund. Staff Resource: Ron Long
On a motion by Kovacovich, seconded by Garrison, the Council unanimously authorized staff to solicit competitive bids to hire a contractor to remove the mobile portion of the old Marshal's Office located at 33 Moser Lane; the contractor may choose to salvage portions or all of the structure to reduce the cost of demolition.

The members discussed with Long the plans to remove the mobile portion of the old Marshal's Office, and cautioned him to remove, store and protect the antique jail doors before any work is done by an outside contractor. Long confirmed that there would be no loss of book storage space for the Library. There was concern that this is one more unbudgeted item to come before the Council. Long said he planned to retain the valuable generator; it was suggested that the contractor might be interested in accepting the generator as partial or full payment.

14. **Discussion, consideration, and possible direction to staff relative to removing the Walking History Tour from the Council Direction List until a later date when sufficient funds are available.** Staff Resource: Lynda Moore
On a motion by Garrison, seconded by Baker, the Council unanimously directed staff relative to removing the Walking History Tour from the Council Direction List until a later date when sufficient funds are available.

Moore explained that there had never been enough staff time or funding to maintain the subject History Tour; it was an unbudgeted item that the Town and the Historical Society had planned to work on together. The signs were deteriorating and would be costly to replace, and the planned map had never been completed. There were questions and suggestions regarding using funds from the Bull Bash events, working with the merchants or partnering with the Chamber of Commerce; German will bring up the subject at the Chamber meeting she will be attending. It was agreed that the project should be put on hold at this time.

15. **Discussion, consideration, and possible direction to staff relative to the following projects directed by and put on hold by the previous Council: a) Quality of Life Tax and b) Prepare an RFP for the 5-acre site at the Cliffs.** Staff Resource: Debbie Barber
On a motion by Garrison, seconded by Baker, the Council unanimously directed staff to remove the two subject projects that had been put on hold.

Barber reviewed the purpose and background of the two subject items. They have been on hold for some time, with no action taken, and there is no anticipation of being able to move ahead because of lack of funds and the current state of the economy. Barber explained that Council approval is required in order to remove those projects from the hold status.

PUBLIC INPUT

(Comments from the following individual are summarized.)

George Young said that he understands that sale of the 5-acre site would have to be put to a vote of the people.

There was no further public input.

16. **Discussion, consideration, and possible approval to increase the budget appropriation for Council's legal fees from \$5,000 to \$25,000.** This is an unbudgeted item from the Contingency Fund. Staff Resource: Debbie Barber
On a motion by Whatley, seconded by Garrison, the Council unanimously approved an additional \$5,000 appropriation for Council legal fees.

Barber said that when the budget was prepared it was the first year to break out the anticipated legal fees for each department, and the amount budgeted for Council was underestimated; the amount has already been depleted in connection with two legal problems that had occurred. There was a protest that some of the legal costs attributed to Council should have been properly charged to the Parks & Recreation Department since it was felt that the issue of the cross had been mishandled by that department, although Scannell explained that Council had requested the legal research. Scannell confirmed that the additional funds could come from the Contingency Fund; it was suggested that the amount requested be limited to \$5,000.

17. **Update, discussion, consideration, and possible direction to staff relative to upgrading the Town's telephone system, adding Caller ID.** Staff Resource: Michael Scannell

On a motion by German, seconded by Garrison, the Council unanimously directed staff to follow the Manager's recommendation not to pursue upgrading and adding caller I.D. at this time.

Scannell said that staff is recommending that Council not consider upgrading the system or adding Caller ID because of the current state of the economy, and action was taken accordingly.

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

(Comments from the following individuals are summarized)

Howard Parrish announced that there is still time for girls to enter the Colonel's Daughter competition, ages 13-18.

Justin Wertz said that he is representing a group of musicians, bands and athletes, willing to donate their time to help support the sport of skateboarding, and could use help getting permits to stage events; they want to harness their talents and use them in a way that will benefit everyone, including programs such as the Youth Center.

There was no further public input.

19. **Advanced Approvals of Town Expenditures**

a. There are no advanced approvals.

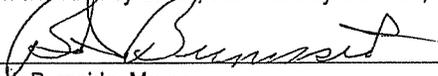
There were no advanced approvals.

20. **Manager/Staff Report**

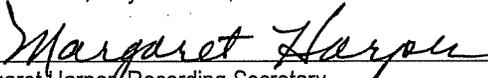
Scannell reported on his attendance at the State Parks Board meeting in Peoria regarding the Town's offer of support for keeping Fort Verde open; it was well received and a draft IGA is being completed between the Town and the State. The agreement will be presented to Council within the next 30 days for consideration and approval.

21. **Adjournment**

On a motion by Baker, seconded by Garrison, the meeting was adjourned at 10:03 p.m.



Bob Burnside, Mayor

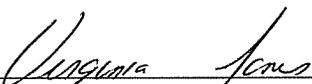


Margaret Harper, Recording Secretary

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 Session of the Town Council of Camp Verde, Arizona, held on the 16th day of September 2009. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 8 day of October, 2009.



Debbie Barber, Town Clerk

VIRGINIA JONES - Deputy Town Clerk