

**MINUTES
WORK SESSION
MAYOR and COMMON COUNCIL
of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room 106
WEDNESDAY, JULY 9, 2008
6:30 P.M.**

1. **Call to Order**

Mayor Gioia called the meeting to order at 6:30 p.m.

2. **Roll Call**

Mayor Gioia, Vice Mayor Hauser, and Councilors Elmer, Garrison, Kovacovich, and Smith were present. Councilor German was attending the Camp Verde Sanitary District meeting in Rooms 206/207.

Also Present:

Town Manager Michael Scannell, Community Development Director Nancy Buckel, Library Director Gerry Laurito, Housing Director Matt Morris, and Town Clerk Deborah Barber

3. **Pledge of Allegiance**

Councilor Elmer led the pledge.

Vice Mayor Hauser asked if she could take a quick moment to introduce Jerry Hunt with Yavapai Big Brothers Big Sisters. Mr. Hunt introduced himself and the two students who were with him. He explained that Josh Williams and Jessica Regan had worked with Big Brothers Big Sisters for several years and had dedicated much of their time performing invaluable services to their communities. Mr. Hunt presented both students with a \$250.00 check to help them with their college expenses. Council thanked them for their work and congratulated them for their awards.

4. **Presentation and discussion of the Quarterly Reports with the following commissions, boards, and committees:**

- a. **Board of Adjustment:** topics may include, but not be limited to, hearings and decisions that the Board made during the past quarter.

Chair Gene McIntyre reviewed the written quarterly report, which is attached and becomes a permanent part of this record. Mayor Gioia thanked Mr. McIntyre and asked that he convey Council's appreciation for their commitment and work.

- b. **Design Review Board:** topics may include, but not be limited to, hearings and decisions that the Board made during the past quarter.

Chair Jim Binnick reviewed the written quarterly report, which is attached and becomes a permanent part of this record. Points of interest included review of the new USFS Verde Ranger building; a business park to be located north of the Ace Hardware; Sutler Building restoration; Verde Valley Medical Center signage; and various commercial buildings.

Council and Mr. Binnick discussed the progress of the elements of different architectural guidelines that met the desired rural western theme.

Mayor Gioia asked Mr. Binnick to convey Council's appreciation to the Board.

- c. **Trails & Pathways Commission:** topics may include, but not be limited to, subdivision proposals, trails policy, and trailheads. Lynn Reddell explained that Chairman Parry Haddon was out of Town and asked if Council had any questions about his written report, which is attached and becomes a permanent part of this record.

In answer to questions, Reddell explained that they expect to begin working on the Copper Canyon Trail Head in September. She said the trail would serve both motorized and non-motorized recreational uses. Councilor Smith said that he and Reddell had worked on securing about \$31,000 in donations to match the \$175,000 grant from the Off Road Highway Vehicle Fund.

Reddell reported that the Trails Commission plans to meet at the Parks & Recreation Office on August 11 at 8:00 a.m. to take a tour of the area trails and pathways and she invited Council to attend.

Members also discussed other pathways that included a proposed path from the Kirkwood place near Circle K to Montezuma Castle Highway and the Jackson Flat trail proposal. Mayor Gioia asked Reddell to extend Council's appreciation to the Commission.

Public Input

Jackie Baker said that without Lynn Reddell's dedication, the Town would not be this far along. Baker noted that previous Councils supported her work and that she wanted Reddell to know how much she personally appreciated everything that Reddell has done.

There was no other public input.

- d. **Library Advisory Commission:** topics may include, but not be limited to, fund raising activities, donors, library financing, and budget.

Chair Lisa Mina asked if there were questions about the written report, which is attached and becomes a permanent part of this record. She expressed the Commission's appreciation for Council keeping their services funded at their current level. She asked for permission to trim a tree that is blocking one of the CCCVL signs.

Members discussed legal advice given by the attorney with regard to Commissioner Doering's questions about the non-profit CCCVL. Manager Smith clarified that he had determined that the attorney had previously answered these questions in a work session and did not see the necessity of incurring additional legal costs in presenting the same questions again.

Mayor Gioia asked Mrs. Mina to convey Council's appreciation to the Commission.

There was no public input.

- e. **Parks & Recreation Commission:** topics may include, but not be limited to, events held during the past quarter, Black Bridge Park, skate park, alcohol at events, Teen Center, the new restrooms, and the 118-acre park site.

Chair Robin Whatley reviewed the report, which is attached and becomes a permanent part of this record. Points of interest included that Southwest Risk recommended that the Town either provide full supervision at the Skate Park or no supervision at all and that the Parks Department has a new MySpace Page at CampVerdeParks@yahoo.com.

Members discussed the pool heating including utility costs and solar covers; the outdated activity line; and making sure that there is some activity going on for July 4, even if there are no fireworks.

Public Input

Jackie Baker noted that Council had previously approved and budgeted for a solar heating cover and asked what had happened. Gioia explained that the cover could not be installed while the pool was in use; the Town was unable to get the matching funds; and that the budget cuts stalled the purchase.

There was no other public input.

- f. **Housing Commission:** topics may include, but not be limited to, attainable housing programs and tools, Drachman Institute's final report, Cliffs Parkway property, and Fair Housing activities.

Vice Chair Linda Buchanan explained that Chair Bach was unable to attend. Buchanan reviewed the written report, which is attached and becomes a permanent part of the record. Points of interest included Intern Liu Wang from China, the Cliffs Parkway project, and the housing rehabilitation process. She thanked Council for keeping their training budget intact. Buchanan noted that there was a tremendous need for housing assistance and very limited resources. She further advised that Director Morris received a grant to NAU for his graduate work.

Director Morris explained that there were five applicants for the rehab program. He explained that the process was a learning process and he expected it to go much more smoothly the next time around.

Mayor Gioia asked Buchanan to relay Council's appreciation for their work.

There was no public input.

- g. **Planning & Zoning Commission:** topics may include, but not be limited to various zoning recommendations made to Council over the past quarter.

Chair Dave Freeman reviewed the report, which is attached and becomes a permanent part of this record. Points of interest included the water conservation plan, lack of staffing, A-frame signage, and rezoning requests.

Members discussed the Housing Commission's request for a liaison and Council member Garrison suggested that guidelines needed to be written for liaisons so that everyone would know their duties and what is expected of them.

Public Input

Jackie Baker asked why there was a need for so many liaisons. She said that Council received monthly reports and they should be able to know what is going on from those reports. She said that liaisons should be reserved for special focus matters, such as the Sanitary District.

There was no other public input.

Mayor Gioia recessed the meeting at 8:01 p.m. and called it back to order at 8:07 p.m.

5. **Discussion with the Planning & Zoning Commission members to include, but not be limited to, update and progress of the Water Conservation plan and P&Z Code revisions; avenues of information sharing between staff, Commission members, and Council members; comments and concerns related to zoning and permitting processes; functions and duties of the P&Z staff, Town attorney, inspectors, and Design Review Board; and enforcement of ordinances and nuisance issues.**

P&Z members discussed at length with Council their confusion and at times dissatisfaction and frustration with Council direction, the enforcement of the Code, and whether or not there was actually a need for the Design Review Board. There was also a lengthy discussion about Council's direction to prepare a water conservation plan. P&Z members felt that this was not a planning matter; however, Chairman Freeman had volunteered to come up with a draft plan to discuss.

During the discussion, the Mayor directed staff to update Council on the progress of rewriting the Code within the next two months. Councilor Elmer disagreed stating that Council had already decided to give staff the time they needed. Members suggested using interns or some place like the Drachman Institute to provide the assistance. Director Buckel explained that was not practical since she did not have the time to train an intern or someone who is inexperienced.

Vice Mayor Hauser, noting that she only had a few months left on Council, said that she would like to have the height restrictions in place before she leaves.

6. **Adjournment**

On a motion by Hauser, seconded by Elmer, the meeting was adjourned at 9:45 p.m.



Deborah Barber, Town Clerk

CERTIFICATION

I HEREBY CERTIFY THAT THE FOREGOING, minutes are a true and accurate accounting of the discussion of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona held on the 9th day of July 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 22 day of July 2008



Deborah Barber, Town Clerk