

**MINUTES  
REGULAR SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS  
WEDNESDAY, APRIL 3, 2013  
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**

Vice Mayor Kovacovich, Councilors Whatley, George, Baker, Jones and German were present; Mayor Burnside was absent.

**Also Present:** Town Manager Russ Martin, Economic Development Director Steve Ayers, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper

**3. Pledge of Allegiance**

The Pledge was led by Tom Thurman.

**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) March 20, 2013 – Regular Session

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

1) April 17, 2013 at 6:30 p.m. – Regular Session

2) April 24, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters

3) Friday, April 26, 2013 at 8:00 a.m. – Budget Work Session

On a motion by Kovacovich, seconded by Baker, the Consent Agenda was unanimously approved as presented.

**5. Special Announcements & Presentations**

- **Possible approval of a proclamation declaring April as *Fair Housing Month***

Vice Mayor Kovacovich formally proclaimed April as Fair Housing Month.

There were no other announcements or presentations.

**6. Council Informational Reports**

**Whatley** reported that she had attended the Archaeological Fair; it was very well attended, and she commented on the incredible vendors.

**George** said that on Friday he had attended the VRBP coordinating committee meeting, and noted the date of April 11 Grand Opening of the survey they are doing. On Saturday George served as a docent at the Archaeology Center.

**7. Call to the Public for items not on the agenda.**

There was no public input.

**8. Discussion, consideration, and possible approval of a consultant agreement between the Town of Camp Verde and Felipe Zubia, principal for ReSEED LLC, contracting Mr. Zubia to lobby the staff and members of the Arizona Department of Transportation State Transportation Board in regard to placing the widening of State Route 260 on ADOT's 5-Year Plan and seeing that the project is fully funded.** Staff Resource: Steve Ayers  
On a motion by George, seconded by Whatley, the Council unanimously voted to authorize the Mayor's signature and direct staff to engage all possible partners in funding the agreement in a prorated way.

Economic Development Director Steve Ayers said that he had been approached by Felipe Zubia, a former member

of the ADOT Transportation Board to serve as a consultant to lobby the Board, which makes the decisions on funding projects, in connection with the Hwy 260 project. Ayers explained that the ultimate price to totally fund that project is approximately \$40 million. ADOT has more than sufficient funds on hand, and having a lobbyist who has actually served on the Board and knows how to get the funding would be particularly advantageous. Felipe Zubia has submitted a performance-based contract, proposing to go before the State Board to lobby on behalf of the road for the entire Verde Valley, for the initial cost of a \$10,000 retainer. An additional \$20,000 would be paid if Mr. Zubia is successful in getting the project on the ADOT 5-year plan between now and 2018 fully funded. Not being included in the 5-year plan could delay the project into 2020, or later.

Town Manager Martin said the initial proposed contract was not looked upon favorably by the Town Attorney. Martin said he has now presented to Mr. Zubia a proposed standard services agreement that would end June 29, 2013, for a maximum of \$30,000. If he is not able to get the project on the 5-year plan, only the \$10,000 would be paid; if somewhere into 2018 or below, the additional \$20,000 would be paid. The Town Attorney has cautioned that there is a risk to the Town in case ADOT reversed its decision somewhere along the line before 2018 and removed the funding for the project; the additional \$20,000 will have been paid, with nothing to show for it. Martin said he believes the risk is worth it, economically. Martin outlined the design phase that has been discussed with the District Engineer; once that has been accomplished, the hope is to get the entire \$40 million project, and the request for the initial funding before the Council in essence represents the leverage for that project.

Supervisor Tom Thurman outlined his ongoing fight for funding for projects in rural Arizona; ADOT personnel have said they are not sure what funding is available, and what is coming. Thurman stressed that now is the time to get on the bandwagon, with the economy starting to come back, although he questioned whether that upturn will continue. He said it is extremely important to push ADOT right now and show that everyone is on the same page; that would include the property owners and the municipalities, Cottonwood and the County. Thurman said that he and Supervisor Davis are ready to help, once they see that everyone is promoting the 260 project and getting along, and that it is possibly feasible. He added that Mr. Zubia knows ADOT, and the timing now is right.

In response to questions from the Council members, Martin and Ayers confirmed that no other community had participated in the funding for the Marathon contract, and only Cottonwood and the County have been contacted regarding the new contract; no commitment has been sought from Cottonwood as yet. Other communities have indicated support, but ADOT and Cottonwood expect Camp Verde to take the lead; there is a possibility that Cottonwood will contribute toward the \$10,000. Martin acknowledged that the full \$30,000 that may be due by the end of June is a gamble. There was discussion about the crucial importance of getting the unanimous support of the property owners in order to be able to move forward. Martin said that the Attorney wanted to make sure that the Council is aware that the Town is taking the risk that others may not join in.

9. **Discussion, consideration, and possible approval of the Capital Improvements Plan.** Staff Resource: Russ Martin

On a motion by German, seconded by Baker, the Council unanimously voted to adopt the Capital Improvements Plan with the deletion of the Equestrian Center, as it is not in the 5-year plan, acquisition of the Sewer District, and the items that would be already taken care of under the lease agreement already agreed to for the vehicles.

Martin explained that some changes to the CIP have already been requested, and outlined his recommendations for deletions involving the vehicles, the Equestrian Facility, and the sanitary system. The members held a roundtable discussion on those recommendations further, generally acknowledging that the CIP basically is just a wish list.

10. **Discussion, consideration, and possible direction to staff to prepare a final draft of the revised Position Classification and Salary Plan for Council approval, to include job descriptions and pay ranges for Public Works Analyst and Plans Examiner.** Staff Resource: Russ Martin

On a motion by Jones, seconded by George, the Council voted 3 to 3 to direct staff to make any changes to the Position Classification and Salary Plan, adding job descriptions for Public Works Analyst and Plans Examiner and establishing the salary range for these positions, with **Whatley, Baker and German opposed**; the vote was tied; the

motion did not pass.

Staff was directed to move forward on preparing a final draft for formal Council approval, and bring it back with more information for consideration, including the proposed addition of the two positions as discussed, and with more clarification than what is included in the agenda packet.

Martin said he was asking the Council to consider adding two particular proposed positions, Public Works Analyst and Plans Examiner; he outlined the skills, responsibilities and duties for each of the positions, already being performed in some instances by existing personnel in lower classifications. There was concern expressed about the possibility that approval of the new positions would enable the Manager to hire new employees, and that many Town employees are already performing more than their positions require. Martin explained that all that Council is being asked to do is to approve job descriptions, to be able to shift and better define responsibilities without adding more employees, but acknowledged that two new positions are being requested. During further discussion, staff was requested to bring back a final draft, with more information and clarification regarding the new positions and salary ranges, for consideration.

11. **Discussion, consideration, and possible direction to staff to prepare a final draft of the revised Personnel Policy Manual for Council approval by resolution.** Staff Resource: Russ Martin  
Staff was directed to prepare a final draft of the revised Personnel Policy Manual, with Council members individually providing input to the Town Manager.

Martin said that approximately a year ago, meetings were held with department representatives regarding the Personnel Policy Manual, the result of which essentially is the proposed draft now before the Council. Martin reviewed and discussed with Council some of the changes and additions, including policies in connection with holiday and overtime pay, administrative time, vacation and sick leave pay, and tuition reimbursement. Martin invited a long-time employee, Debbie Hughes, to share her input. Ms. Hughes explained her concerns and observations about the proposed draft of the Manual, including the appeal process, requesting clarification of some of the issues. Following a roundtable discussion of the proposed draft and suggested revisions, with further input from Ms. Hughes and Martin, it was agreed that the Council members individually will provide their input to the Town Manager, and staff will then prepare a final draft for consideration and Council approval at a future meeting.

12. **Discussion, consideration, and possible direction to staff relative to updates and requested action(s) concerning proposed legislation, as described in the League of Arizona Cities and Towns Legislative Bulletins Issues #2 through #10. These bulletins are available at the Clerk's Office and on the web at <http://www.azleague.org/>.** Staff Resource: Russ Martin

Martin said that the Legislature is trying to work out the Transaction Privilege Tax issues, and there is some hope, after all. They are making progress. The Construction Tax is still in there, and protection of it is crucial for communities.

13. **Call to the Public for items not on the agenda.**

(Comments from the following individuals are summarized.)

**Murray Lichty** asked that two problems be addressed by the Town. He has found that the Tourist Information Office at the I-17 intersection is up to their "old tricks," diverting tourists away from Camp Verde and directing them to Sedona. He also noted that the parking spaces on Hollamon do not conform to the original plan, create a traffic/pedestrian hazard, and may not be according to Code.

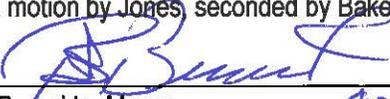
**David White** complained that the Library appears to be a done deal, and the people have not yet had a chance to give their opinions.

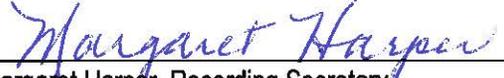
**Charlie German** reminded everyone of the upcoming meeting next Thursday at which the USGS water model will be unveiled.

There was no further public input.

- 14. **Manager/Staff Report**  
There was no Manager/staff report.

- 15. **Adjournment**  
On a motion by Jones, seconded by Baker, the meeting was adjourned at 9:00 p.m.

  
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Bob Burnside, Mayor 4-12-13

  
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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 3<sup>rd</sup> day of April 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 3 day of May, 2013.

  
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Debbie Barber, Town Clerk