MINUTES
SPECIAL/WORK SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, DECEMBER 11, 2013 at 5:30 p.m.

Minutes are a summary of the discussion. They are not verbatim.
Public input is placed after Council discussion to facilitate future research.

1. **Call to Order**
Mayor German called the meeting to order at 5:30 p.m.

2. **Roll Call**
Mayor German, Vice Mayor Baker, and Councilors Carol German, Bruce George, Brad Gordon, Jessie Jones, and Robin Whatley were present.

Also Present
Manager Russ Martin, Public Works Director Ron Long, Assistant Public Works Director Troy Odell, Town Clerk Deborah Barber, and Recording Secretary Saepyol Warren.

3. **Pledge of Allegiance**
Mayor German led the pledge.

4. **Community Development Block Grant (CDBG) Public Hearing followed by discussion, consideration, and possible direction to staff relative to prioritizing projects to submit in the 2014 NACOG Regional Account application for CDBG funds.** Staff Resource: Debbie Barber/Ron Long
Council gave the staff direction to prioritize the CDBG funds as follows: first priority is to resurface 3rd, 4th, and 5th streets between West Head Street and West Arnold Street; then to fund the Verde Valley Senior Center's request for a $27,000 van, and lastly $18,000 for kitchen equipment--as long as the streets project can be completed without the use of General Funds.

Town Clerk Debbie Barber explained that a second public hearing for this issue is expected to be scheduled. A total of $264,000 is projected to be available from CDBG funds this year, which is about $100,000 less than the last two funding cycles to budget cuts. Notices have been sent to agencies such as Bread of Life and Adult Reading Program to notify them of their eligibility to apply for funds. Since 1987, the Town has received about $2 million, which has been used for loan fund programs, roads, the Senior Center, Townsite improvement projects, the 1998 redevelopment committee, community beautification, 3rd through 5th Streets along Head Street, and for bikes lanes and lights along Holloman Street. The last phase for all the streets between Head and Holloman Streets is estimated to cost $410,000—of which about $145,000 would be the Town's responsibility. CDBG funds must be used to accomplish one of three national objectives: 1) 51% of the beneficiaries must be considered low-to- moderate income, 2) serve limited clientele, or 3) solve an urgent health hazard.

Staff's suggestion to improve the 7th St sidewalk from General Crook Trail to Finnie Flat Road, which would support the Senior Apartments, is estimated to cost $703,000 and the area would be difficult to qualify due to the higher income levels. An after-school program submitted a request for funds, but it did not have the required 501c3 status, or the necessary finances to carry out the program.

Barber explained that it is a year-long process to pre-qualify an area due to the need for a 75% survey response rate for validating family size and income levels. Census data can make the process easier, but such is no longer available. The focus must be on limited clientele areas such as AIDs patients, the homeless, childcare for low-to-moderate income, and senior citizens. These funds are available once every four years and this is the third funding cycle since 1998. It has taken 12 years to complete the streets projects from Head Street to Arnold Street. Camp Verde is competitive for applying for the State Special Projects funds, but there is always the chance that the funds are not awarded.

Public Works Director Ron Long explained that the engineering for the pre-qualified streets project was a

straightforward process of remove existing asphalt and resurface with the same dimensions, without any curb and gutter.

Public Hearing:
Elaine Bremner from Verde Valley Senior Center requested $27,000 for a new van and $18,000 for new kitchen equipment to include: a pizza oven, convection oven, refrigerated salad bar as recommended by AZ Health Department. The van would be used to transport Camp Verde residents to appointments and services; and the kitchen equipment would make it possible to continue providing safe, quality, hot meals for all the Verde Valley. NACOG only reimburses half of the first 1900 meals, which covers a small fraction of the total cost for the 5000 meals the Senior Center produces and delivers monthly. It is critical, therefore, for everyone in the Verde Valley to contribute. Ms. Bremner assured Council that she has already asked Clarkdale for financial assistance and will attend Cottonwood's public hearing to request CDBG funds for different needs.

Murray Lichty recommended adding streetlights to Main Street to improve visibility and prevent accidents, such as hitting pedestrians. He suggested for the Verde Valley Senior Center, that Elaine look into government vehicle auctions in Phoenix.

Council inquired whether CDBG funds could be used for leasing or buying a used vehicle for the Senior Center. There was concern about not having enough money in HURF funds to cover the streets project. Town Manager Russ Martin reported an estimated $1 million in HURF reserves, although about half the funds are already committed for other purposes. Staff explained that awarding funds to the Senior Center in Cottonwood would give the Town leverage for negotiating the extent of services provided for Camp Verde residents. The Town would enter into a contractual agreement with the Verde Valley Senior Center to delineate terms for financing their requests.

Staff explained that Mr. Lichty's request would not be eligible for CDBG due to Main Street being a commercial district. Staff and Council agreed the issue is worth discussing as a future agenda item, recognizing that the Dark Skies ordinance will be an important consideration.

5. **Summary presentation of the Planning Assistance for Rural Areas (PARA) – Final Report of the Business Corridor Study. The summary will cover the study's purpose, study area, study process, the two selected concepts for improving the tri-intersection and a concept for the Finnie Flat business corridor.** Staff Resource: Ron Long

Ron Long presented two options for improving the Circle K intersection: 1) install a new signal light before Circle K, creating at least 2 lanes, and allowing for a left turn onto Montezuma Castle Hwy from Finnie Flat, as well as a right turn to go south onto Montezuma Castle Hwy; or 2) install a traffic circle in front of Circle K. The study by federal highways cost $250,000 and the report will be submitted on December 18, 2013. This study qualifies the Town for funding and works with the plans for the 2005 Transportation Enhancement grant for $430,000 already in place. The purpose of the study is to improve safety and congestion, facilitate tourism, and prepare for increased traffic. The process has involved several meetings with stakeholders and emergency services.

Staff and Council preferred the first option, which is estimated to cost $800,000. This does not include the significant retaining walls called for in the plans, which Long believes are unnecessary.

The study also seeks to improve the gateway into the Town, which is the business corridor of Finnie Flat. It includes plans to address pedestrian and bicycle connectivity, as well as transit issues.

Staff and Council agreed on the need for a public improvement ordinance, which holds new businesses responsible for the cost and construction of traffic and storm water mitigation as a part of development. Long explained that Developers have come to expect compliance with "Adequate Public Improvement" ordinances as long as they are reasonable.

Long hopes for a design by summer 2014 that includes Montezuma Caste Hwy up to the new library. Construction

is scheduled for 2015.

Council wishes to discuss the renaming of Finney Flat Road to Main Street as a future agenda item.

Public Hearing: Murray Lichty suggested condemning or acquiring the businesses and properties at the tri-intersection in order to close off a portion of Montezuma Castle Hwy and widen the roads to create one straight T-intersection. He also suggested widening Salt Mine Road to alleviate congestion.

6. **PowerPoint presentation, explanation, and discussion of the requirements of the Arizona Department of Environmental Quality (ADEQ) and the need for a complete Stormwater Program that includes a comprehensive drainage plan.** Staff Resource: Ron Long

Presentation was rescheduled for January 8, 2014.

Public Hearing:
Resident Bob Johnson requested more culverts for under Hwy 260 to alleviate flooding in the Verde Lakes neighborhood; as well as for the four existing culverts half-full of debris to be cleared out.

Verde Lakes Resident Ken Church requested help to prevent flooding in his neighborhood, which has affected his home several times over the last 15 years, costing $50,000 in remediation and problems with mold. He asked for work to be done before the 2014 monsoon season.

Assistant Public Works Director Troy Odell explained that Verde Lakes is a small portion of what will be addressed in the presentation and comprehensive drainage plans, but that Verde Lakes residents could expect to see work being done in the near future.

7. **Adjournment**
On a motion by Jones, seconded by Baker, Council voted unanimously to adjourn the meeting at 7:24 p.m.

Charles German

Charles German, Mayor

Virginia Jones for Saepyol Warren

Saepyol Warren, 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 Special/Work Session of the Town Council of Camp Verde, Arizona, held on December 11, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 23rd day of December, 2013.

Virginia Jones - Deputy Town Clerk

~~Debbie Barber, Town Clerk~~