

**DRAFT- MINUTES**  
**WORK SESSION**  
**MAYOR AND COUNCIL**  
**COUNCIL CHAMBERS · 473 S. Main Street, Room #106**  
**WEDNESDAY JANUARY 14, 2015 at 5:30 P.M.**

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. **Call to Order**

Mayor German called the meeting to order at 5:30 pm.

2. **Roll Call**

Mayor German, Vice Mayor Baker, Councilors Whatley, George, Gordon, Jones and German.

Also Present: Town Manager Russ Martin, Marshal Nancy Gardner, Commander Bruce Girtt, Library Director Kathy Hellman, Economic Development Director Steve Ayers, Deputy Clerk Virginia Jones, and Recording Secretary Marie Moore.

3. **Pledge of Allegiance**

Pledge led by Mayor German.

4. **Presentation and review of proposed updated Camp Verde Marshal's Office Policy and Procedure Manual.** Staff Resource: Nancy Gardner

Russ Martin gave a general overview of the meeting and information given to Council members.

Marshal Nancy Gardner addressed Council members regarding policy and procedures for the Marshal's office with a slideshow PowerPoint presentation, which is attached and becomes a permanent part of the record.

Gardner indicated that the updated version of the policy and procedure manual will be e-mailed to Council members along with the 2004 manual for review.

5. **Update by Marshal's Office regarding proposed Intergovernmental Service Agreement between the Town of Camp Verde through the Marshal's Office and the Arizona Department of Transportation (ADOT) to improve technology and efficiency by utilizing an E-Ticket system in order to streamline the citation process between Camp Verde Marshal's Office and the Court.** Staff Resource: Nancy Gardner

Commander Girtt explained that ADOT provides the program and training for law enforcement agencies for free and it recently has been offered to the Marshal's office. The program will increase Marshal Office employees and Court employees a considerable amount in efficiency as well as provide additional safety for officers during routine traffic stops. The Marshal's office was able to receive 35 free printers from other agencies and are now in the process of obtaining scanners donated to the agency as well.

6. **Presentation and review of proposed undated Camp Verde Library Policy & Procedure Manual.** Staff Resource: Kathy Hellman

Library Director Kathy Hellman handed out a printed policy and procedures manual for the Council members to review. Hellman indicated that the manual has been reviewed by the Town Attorney's office as well for approval. Hellman pointed out the change of the internet use policy and the position the library has taken regarding monitoring the usage. Hellman also indicated that there are no procedures in the policy due to the nature of some decisions that would need to be made immediately without restrictions.

7. **Discussion and update on Rio Verde Plaza.** Staff Resource: Russ Martin

Russ Martin indicated that there have been a few offers for the property and requested Council approval to entertain those offers for further consideration. Martin stated that there are 3 options to consider regarding the property; sell, lease or lease/purchase or to continue moving forward as the town has been. Martin did indicate that there are procedures that must be followed if the offers are considered. Martin also warned Council that the price paid for the property will not be what has been offered.

Baker requested that monetary figures be presented to the Council so that they may consider the offers. Baker indicated that if the property is sold she would like to see the money go toward the current Marshal Office Loan.

Gordon stated that he would favor selling and although there would be a monetary loss, there would eventually be a gain from new business coming to town.

German indicated that she favored entertaining the idea of selling the property as well.

George indicated that he feels it is time to consider the sale of the property even with the potential monetary loss.

Ayers explained that the property is potentially worth \$200,000.00 but if a new building was constructed on the property there would be a gain in sales tax for the town.

Mayor German feels that the property has potential to help the town, but not in the situation it sits in at this current point.

8. **Discussion and update on Court Room Remodel.** Staff Resource: Russ Martin

Martin provided a handout for to Council members of an architectural assessment of the central building including rooms 206, 207 and 208 which was provided by Joel Westervelt for consideration.

Whatley asks for a middle class solution to the design given.

Baker suggested the possibility of utilizing the Archeological Center building when it becomes available.

Martin indicated that the matter could be taken back to Westervelt to redesign the area with the original size that was specifically requested.

Baker strongly expressed that she feels this is not with-in the Town's financial capabilities.

After further discussion, it was a consensus of Council to take the drawings back to the architect for re-evaluation and reduction in costs associated with the remodel of the center building.

9. **Discussion and setting Time Frame for Town Manager Review.** Staff Resource: Russ Martin

Martin stated that he would be issuing a memo that would outline the process and dates for the review.

Mayor German called a recess at 7:01 pm. Meeting reconvened at 7:10 p.m.

10. **Presentation and Safety training regarding Camp Verde Adopt-A Highway Permit for SR 260 Mile Post 224-225.** Staff Resource Russ Martin

Council reviewed a Safety Training Video from ADOT ADOPT A Highway Program and agreed they would hold the first initial cleanup on February 6<sup>th</sup> at 10:00 a.m.

**Adjournment**

On a motion by Barker, seconded by seconded by Whatley the meeting adjourned at 7:25

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Charles German, Mayor

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Marie Moore, 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 January 14, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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Virginia Jones CMC  
Interim Clerk