DRAFT MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS - 473 S. MAIN STREET, ROOM #106
WEDNESDAY, JANUARY 21, 2015 AT 6:30 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 6:30 p.m.

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

   Also Present
   Marshal's Office Commander Girt, Deputy Public Works Director Troy O'Dell, Community Development Director Mike Jenkins, Finance Director Mike Showers, Economic Development Director Steve Ayers, Planning and Zoning Commission Chairman B. J. Davis, Interim Town Clerk Virginia Jones and Recording Secretary Lynn Riordan.

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

4. **Consent Agenda -** All those items listed below may be enacted upon 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 – January 7, 2015
   b) **Set Next Meeting, Date and Time:**
      1) Friday, January 23, 2015 at 8:30 a.m. - Work Session Retreat
      2) Wednesday, January 28, 2015 at 6:30 p.m. – Council Hears Planning & Zoning Matters
   c) **Possible approval of 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
   d) **Possible approval of Job Order Contracting Agreements for the period of 2-19-2015 to 2-19-2016 to the twelve (12) JOC Contractors in order to provide a variety of Public Works, Streets, Stormwater and General Maintenance Construction Services.** Staff Resource: Ron Long

   On a **motion** by Vice Mayor Baker, seconded by Councilor Whatley, the council unanimously voted to approve the Consent Agenda, exception of Item 4.d due to stated concerns by Councilor George.

   Councilor George requested clarification of Item 4.d, and requesting information on how the 12 JOC contractor system is working versus the previous 3 JOC contractor system. Clarification was provided by Troy O'Dell, Deputy Public Works Director, advising that having 12 JOC contractors has been beneficial to the Town, as previously it was difficult to get all three JOC contractors to bid or get involved in projects, now with 12 there is a better bid process, the process is financially competitive, only the contractors that are best suited for each project become actively involved in those projects, allows bids to be awarded locally, the 12 JOC Contractors can be re-visited each year for renewal.

   On a **motion** by Councilor George, seconded by Vice Mayor Baker, the council unanimously voted to approve Consent Agenda Item 4.d.

5. **Special Announcements and presentations:**
   None
6. **Call to the Public for Items not on the Agenda.**

John Basseau addressed the Mayor and Council regarding JOC Contractors stating the 12 contractors not only creates competition, but brings in new ideas, supply and demand is beneficial to the Town, and supports the approval of the JOC Contractor system the council just approved for the next year. Mr. Basseau suggested the Town create a similar policy/agreement for architectural and design services.

Tom Pitts addressed the Mayor and Council stating information regarding the Verde Valley Regional Conference at Yavapai College on February 19, 2015; he also advised that he would be creating a capital seminar in the Verde Valley that would be hosting a level of very qualified speakers.

7. **Presentation and possible acceptance of the Town of Camp Verde Comprehensive Annual Financial Report for fiscal year ending June 30, 2014.** Staff Resource: Mike Showers.
On a **motion** by Councilor Whatley, seconded by Councilor George, the council unanimously voted to accept the Audit/Report as presented by Scott Graff, CPA, Colby and Powell.

Finance Director Mike Showers addressed the Mayor and Town Council regarding the Comprehensive Annual Financial Report for fiscal year ending June 30, 2014, and introduced auditor Scott Graff, CPA, with Colby and Powell. Mr. Graff stated he presented a 101-page audit. Mr. Graff explained the responsibilities of the Town Manager, the finance department and the auditor. Mr. Graff stated the result was a clean audit, the audit showed the financial statements provided by the Town are true, and there were no material errors or fraud. Mr. Graff stated the Town Management has been, and continues to be, appropriate. Mayor German and Councilor Whatley commended the finance department for doing an excellent job. Vice Mayor Baker stated the finance department's achievements give the council and residents of Camp Verde a sense of comfort and confidence.

8. **Presentation and possible discussion of Quarterly Reports as presented by:**
   a) **Planning & Zoning Commission**
   b) **Board of Adjustment's & Appeals**

Planning and Zoning Chairman, B. J. Davis advised that in addition to the on-going progress with the General Plan/Land Use Character Areas, the Planning and Zoning Commission has considered two major issues: Approval of zoning change to commercial for Symington at the end of Homestead, which includes a donation of land for archeological use, and zoning change for Crazy RD Ranch, as it has operated under a conditional variance permit for 19 years with only one complaint during that time period.

Chairman Davis stated the sub-committee members are doing an excellent job and encouraged resident participation at the next Planning and Zoning meeting as the Committee will be discussing the Verde Lakes Character area. The Planning and Zoning Committee has only nine more meetings scheduled before finalizing the General Plan and the Character Areas.

Community Development Director Mike Jenkins advised that the Board of Adjustment had no activity during the past quarter except for appointment of a new Chairman, Jim Binick and new Vice Chairman, Mike Hough.

9. **Update by Economic Development Department and Camp Verde Promotions regarding Special Events Permit Fees for vendors of Town events that are registered through Camp Verde Promotions, and possible approval of continuing with current agreement that includes the waiver of power fees, electrical fees, facility fees, and event sponsorship insurance for the 2015 Spring Heritage Festival, Cornfest, and Fort Verde Days.** Staff Resource: Steve Ayers
On a **motion** by Councilor German, seconded by Vice Mayor Baker, the council unanimously voted to approve continuing the current agreement with Camp Verde Promotions for the next three special events (2015) and directing that a Memorandum of Understanding be drafted for the public-private agreement as stated, and upon approval by the Town's insurance carrier, to be placed on the next Consent Agenda.

Economic Development Director Steve Ayers reported on the progress, and success, of an experimental private-public agreement with Camp Verde Promotions, stating this new agreement had increased participation and activity

with all of Camp Verde's special events, increased interest from vendors as well as visitors, and had reduced the work load and responsibilities of the Clerk's Office. Mr. Ayers introduced Nikki Miller, President of Camp Verde Promotions. Ms. Miller addressed the Mayor and Council, advising of the success of this experimental agreement, that is was beneficial to the Town and made participation by vendors affordable. Mr. Ayres requested direction from the Council, recommending a Memorandum of Understanding be drafted to continue the private-public partnership with Camp Verde Promotions, and placing adoption of the MOU on the next Consent Agenda. Vice Mayor Baker requested that the MOU be approved by the Town's insurance carrier prior to be placed on the Consent Agenda.

10. **Call to the Public for items not on the agenda.**
Steve Goetting addressed the Council in support of the private-public agreement with Camp Verde Promotions, stating that cutting fees and encouraging participation/business increases business and is beneficial to the Town, suggesting that the Town cut business license fees and over the counter building permits in half to encourage new development/business.

Tom Pitts addressed the Council stating the Arizona Economic Development committee luncheon will be held in Phoenix on January 22, 2015 for new legislators, he and others would be attending, giving the Town representation and a voice in meeting with the new Senators and Representatives.

11. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.

Councilor Gordon stated he attended the last Planning and Zoning Commission Meeting and commended Chairman Davis, the Commission and the sub-committee for the excellent progress they have made on defining the new Character Areas and the General Plan. Councilor Gordon stated he had recently also attended the Fire District Meeting and that they also had received a "clean" audit.

Councilor George stated he had also attended the Planning and Zoning commission Meeting and the Fire District Meeting, and commended Chairman Davis, the Commission and the sub-committee for the excellent progress they have made on defining the new Character Areas and the General Plan, and the Fire District for their clean audit. Councilor George also attended the Verde Valley Transit Meeting wherein discussion primarily covered the applications of grant money, and he attended the Verde Valley Advisory Committee (Yavapai College) that included a discussion of potential classes that may be offered, including classes in Camp Verde. The classes currently offered include a Culinary Class (Certificate) in Camp Verde, and other classes that are offered can be viewed in the paper or the Yavapai College Website.

Councilor German stated she also had attended the Verde Valley Advisory Committee meeting and stated the College was working on expanding classes throughout the Verde Valley.

Mayor German stated he attended the Martin Luther King Holiday celebration and was hopeful that the school district would participate in the future. The Mayor also attended the WAC (water use/monitoring) meeting and stated that the WAC at this time would only be continuing their aquifer monitoring to determine where the water was coming from and how much was being use.

12. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.

Virginia Jones, Interim Town Clerk, stated the Town Manager Russ Martin could not be present tonight, and the Clerk's office had nothing to report.

Adjournment

On a **motion** by Vice Mayor Baker, seconded by Councilor Jones, the council unanimously voted to adjourn the meeting at 7:26 p.m.

_____
Charles German, Mayor

_____
Lynn Riordan, 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 January 21, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2015.

_____
Virginia Jones, Interim Town Clerk