

**(Corrected) MINUTES
WORK SESSION
MAYOR AND COMMON COUNCIL
Of the TOWN OF CAMP VERDE
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, September 9, 2015 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.

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 p.m.

2. Roll Call

Mayor Charles German, Vice Mayor Bruce George, Councilors Jackie Baker, Robin Whatley, Brad Gordon, Jessie Jones and Carol German.

Also Present

Town Manager Russ Martin, Marshal Nancy Gardner, Town Clerk Virginia Jones and Administrative Assistant Julie Scott.

3. Pledge of Allegiance

Mayor Charles German led the Pledge of Allegiance.

4. Update and presentation by Edwards and Ginn regarding the role of a police department as legal advisor and why the police department should have a police legal advisor. Staff Resource: Nancy Gardner

Mayor Charles German advised this item was placed on the Agenda due to citizen concerns regarding the CV Marshall's Office need for separate legal Counsel and the costs/budget associated with the contract for counsel. Marshal Nancy Gardner introduced Eric Edwards, Attorney at Law.

Mr. Edwards gave an overview of his career noting that he started with the Phoenix Police Department as a police officer, worked as a training officer and several other specialty positions. He attended ASU Law School and has over 17 years of experience in the legal field, noting that his partner has over 40 years of legal experience. Mr. Edwards explained that he represents 19 police departments in the state and another 12 departments on a part time bases.

The service that are provided under the Contract for the Town/CV Marshal's Office is:

- 1) Legal consultation/contact , with immediate answers/legal advice, is available for any officer twenty-four/seven, 365 days a year
- 2) Provides thirty (30) different education and training classes for CVMO officers and employees annually
- 3) Counsel is available to review policy and/or policy changes, provide legal advice, and provide an annual report of the new laws enacted by legislation and how it will pertain to, and affect, the department.

When questioned regarding vacation and time off for him and his partner Mr. Edwards stated they work as a team and one of them is always available. In response to questions regarding why his company does not bill the town on an hourly rate, Mr. Edwards stated that he did not believe it was fair to the officers to be concerned about the budget when services are needed, and stated his company tries to keep the fee reasonable.

Public Comment

Walter Miller questioned how Mr. Edwards stood behind his advice. Mr. Edwards stated his company is willing to testify in court, and he has appeared as an expert witness in court on several occasions.

Mike Jacobsen questioned how Mr. Edwards billed the Town and Mr. Edwards explained the town is under a base contract, and services are available 24 hours a day.

The Mayor, Council, and Marshall Gardner, stated support for Mr. Edwards' contract and services, acknowledging that these services potentially will save the Town time and money, reduce liability, create better prevention and crisis control, and will implement additional training and education of CVMO employees/officers. The Mayor, Council and Marshall Gardner thanked Mr. Edwards for his presentation and clarification of services and information.

5. Discussion regarding possible changes to Section 6 of the Town Code to include, but not limited to, including a definition of wild bird and animal.

Manager Russ Martin stated the goal of this agenda item is to get input and bring back to Council an Ordinance to amend the Town Code, to include clearer definitions and address all the issues and concerns that have been brought to Council's attention.

Manager Russ Martin introduces Animal Control Officer Britt Allen. Ms. Allen stated that during the entire process she has received 100% support from everyone that has worked on the issue of the Guineas. She stated the goal is to bring back a proposed Ordinance in October, with clear definitions and responsibilities, not only for dogs and licensing, but will also include feral, wild, and feathered animals, and will be in compliance/parallel with Arizona Revised Statutes, for Council approval. Ms. Allen provided two handouts, which are attached and become a permanent part of the record, indicating new definitions that would be added or amended along with a new paragraph in Section 6-1-5 Licensing of Dogs.

Public Comment

Sharon Massey addressed the Mayor and Council regarding proposed Animal Control regulations, and requesting the Town include responsibilities of the property owners, in hopes of controlling unnecessary use of Town resources and the burden of additional cost to the Town and tax payers.

Mike Jacobsen addressed the Mayor and Council regarding proposed Animal Control regulations requesting the proposed Ordinance prohibit feeding of wild and/or feral animals, and leaving food out for domestic animals that may attract wild and/or feral animals.

Walter Miller addressed the Mayor and Council regarding proposed Animal Control regulations requesting clear definitions of feral vs wild, and ownership, in drafting of the new Ordinance.

Mayor German stated appreciation for the public comments and suggestions. Mayor German requested CVMO and the Town Attorney remember that there is still an open range designation in Camp Verde when drafting and revising the Town Code. Councilor Baker requested a copy of the original written complaint from May 2015. Marshall Gardner advised that there was no written complaint and that CVMO responds to calls without a written complaint whether it be traffic, criminal or animal related. Marshall Gardner stated the first complaint was anonymous, and the second complaint was received because the problem had not been resolved. CVMO contacted and discussed this matter with the Town Manager, Town Attorney and held a community meeting. It was determined there was an obligation to follow the current City Code, and a clear necessity to have the City Code revisited and/or revised, which is the subject of this Agenda Item. Councilor German stated she attended the community meeting, and this item was placed on the Agenda at

the request of concerned citizens/property owners.

Town Manager Russ Martin advised that Officer Britt Allen had resigned, and thanked her for her service to the Town, that she had contributed a great service to the Town, and had initialized a computerized tracking system which hopefully will prove to be beneficial to the Town sometime in the near future.

Councilor Brad Gordon read a prepared statement into the record with respect to the Animal Control issues, complaints and accusations that surfaced as a result of the recent events. **A copy of the statement is attached hereto as part of the permanent record.**

6. **Discussion regarding possible Council participation with Camp Verde Promotions to host a 'kick-off' event for Fort Verde Days and Camp Verde's sesquicentennial on Friday, October 9, 2015. Discussion may include but not limited to events that help promote the Town.**

Nikki Miller addressed the Mayor and Council requesting a simple "kick-off" event to start Fort Verde Days and Camp Verde's sesquicentennial which begins at 4 pm on Friday, October 9, 2015. Councilor Jones presented several fun and inexpensive ideas, including a decorated lawn mower race perhaps on Holloman (with 2-person teams), that include the Council, Fire Department, CVMO, School District and Yavapai Apache Nation, with perhaps departments and clubs providing food, drinks, snacks, etc. Councilor Jones stated an interest in facilitating a "kick-off" event. Nikki Miller stated support for Councilor Jones' suggestions and offer of facilitating the event. Ms. Miller suggested that the "kick-off" event be prior to (and completed) before 4 pm.

Public Comment

Marie Declure suggested a proclamation and ribbon cutting event, and stated concerns that providing food, drinks, and snack booths for the "kick-off" event might cause competition for sales with the Fort Verde Days vendors and/or events.

Councilor Jones stated it was not her intention for any "kick-off" event to compete with vendors or events, but to increase interest and participants to attend Fort Verde Days.
Councilor Baker suggested a Colonels Daughter dance.

Councilor Jones stated she will investigate all suggestions, including band availability for a dance either the weekend before Fort Verde Days or during Fort Verde Days, and then send an e-mail to the clerk who would forward to Council and if Council has issues they can e-mail the Clerk with concerns or questions.

7. **Presentation, update and possible discussion regarding the Town of Camp Verde Staffing levels for the past ten (10) years. Staff Resource: Manager Russ Martin**

Town Manager Russ Martin presented information to the Mayor and Council with respect to staffing levels for the past 10 years stating that the number of employees/staff has remained about the same with approximately a 10% increase in staff with the Town's growth and at a reasonable cost for wages/benefits. Mr. Martin advised that the current staff is very competent and staff is providing a valuable service to the Town and community. **Mr. Martin presented a handout for the Mayor and Council members that clarifies and outlines the past and current staffing level and wages. The handout is attached hereto.**

Public Comment

Walt Miller addressed the Mayor and Council and thanked Russ Martin for his presentation, and apologized for any negative or misinformed comments or statements that may be been made.

BREAK 7:30 - 7:40 p.m.

8. **Discussion regarding the Town of Camp Verde Water Rights and possible appointment of Council Member(s) to research and investigate various irrigation districts and identify what water rights the Town owns.**

Councilor Gordon advised that the Verde Ditch signed a MOU with Salt River Project. A map of water rights in the Camp Verde area has been presented showing undisputed water rights, potential and/or disputed water rights areas and no water rights areas. Councilor Gordon offered to identify, survey and map out all of the Town's surface water rights, including those under Town roads/streets, for potential use by residents that may lose their water rights and/or for sale of water rights, which would be financially beneficial to the Town.

Councilor Baker questioned Councilor's Gordon's qualifications to prepare a map of water rights. Councilor Gordon advised that he was a registered surveyor, however, he did not have any water rights legal experience. The purpose of this investigation is to review the previous water rights study and identify and map out currently what and where the Town's water rights exist, and to avoid any potential conflict with SRP, not to challenge or dispute any legal water right claims. **It is the CONSENSUS of the Mayor and Common Council to appoint and allow Councilor Gordon to proceed with identifying, surveying and present and inventory of the Town's surface water rights.**

9. **Possible appointment of Council Member(s) to coordinate the 2016 Showcase of Cities and Towns Camp Verde Booth at the 2016 League of Arizona Cities and Towns Conference.**

After discussion, **the Mayor and Council appointed Vice Mayor Bruce George as Chairperson to create an informal committee** and meet with the Town Manager regarding planning, scheduling and facilitating the Town's booth at the 2015 Showcase of Arizona Cities and Towns, and recommending the possible assignment of some duties to staff (Economic Development/Parks and Recreation), soliciting participation from youth and community groups, donations and participation from local businesses, and potentially having a combined Regional Booth that includes other Verde Valley cities and towns (Cottonwood, Jerome, Sedona, Clarkdale). Councilor Jones and Councilor Whatley volunteered to assist and participate in the process of facilitating, managing and working the Town's booth at the 2015 Showcase of Arizona Cities and Towns.

10. **Update by Mayor and Council Members regarding different sessions attended during the League Conference.**

Mayor German advised that written reports from Council Members that attended the League Conference were not required, although he and all Council Members appreciated those who presented a report. Mayor German advised that it is anticipated that recreational marijuana will be on the 2016 ballot and he would like for the Town to be prepared for the impact if recreational marijuana use is approved by the voters. Mayor German advised that a full report of the impact recreation marijuana has had on Colorado is not yet available, and with possession/use of marijuana continuing to be a violation of federal law which among causing sales to be cash only (Banks and financial institutions do not participate in marijuana sales/operations), he would like to have some research done on the potential impact it may have on our community.

Councilor German stated it was a good conference and they provided good information. The Legislative session this year was the shortest in Arizona history. The quote remembered best is "Gross National Happiness is as important as Gross National Product".

Councilor Gordon and Russ Martin attended the conference, and concurred that it presented very good and useful information. Councilors and Mr. Martin discussed the International Property Abatement Code and how property abatement creates financial challenges and crosses cultural lines, in addition to new code enactment vs. grandfather rights. Councilor Gordon suggested the Town's current code is appropriate and International Property Abatement Code was too extreme for this community and suggested community and community groups (i.e. Churches, Habitat for Humanity, Kiwanis) assist those whose are in need of clean-up and maintenance for the poor, elderly, disabled and other residence who are unable.

Public Comment

Tom Pitts addressed the Mayor and Council stating he was pleased to see at the league meeting the two things he spoke in favor of both passed and went forward. One was an Economic Development re-imbursement Act Proposal, so you can develop some cash that helps put projects together like the sewer bonds and so on. The other was the possibility of towns being able to sit down at the table with state parks and participate in both management and financial participation in operation of state parks. Mr. Pitts also informed Council of other meetings he had attended or were in the near future, including the Arizona Association for Economic Development Rural conference.

Mr. Ed Lee addressed the Mayor and Council requesting the Town provide space for OLLIE meetings and education in Camp Verde. After discussion, it was the CONSENSUS of the Mayor and Council to allow for and designate space for OLLIE in the new library.

11. **Adjournment**

Meeting adjourned at 8:30 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 Work Session of the Town Council of Camp Verde, Arizona, held on September 9, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 8th day of October, 2015.



Virginia Jones, Town Clerk

Comments from Brad Gordon
Item #5
Work Session
09-09-2015

I want to address the process this took. In late July Russ and I met with Carol German about the Guinea controversy. In that conversation Russ talked about how and why the decision was made, we also discussed clarifying our codes so that the guinea didn't fall under that category that we would have to take care of. I did not want the Town to waste our resources and he did not want to have his Town employees running around like key-stone cops chasing birds. When I walked out of that meeting it was my understanding that the Manager was going to bring Council amendments to our code, like we have today. How much of that part of the controversy has been relayed to you? Does that sound like the Manager was 'in the bag' for the complainant. What if the original CVMO report had concluded the birds must go. Would all of you throw up your hands and said oh well, nothing we can do? No, you have the right to appeal and petition Council to change the Codes. Well the opposition had the same right to appeal and they brought forward state statues that made the problem less clear. After reviewing the information with the Marshal's Office and our attorney the final decision was made. Who of you have had a problem in this town or had a questions and not been able to go directly to Russ. Many of you do that quite frequently and he welcomes the opportunity to talk to you. Is he in the bag for you? Do you have special privileges? It takes time to construct proper language for an alternative code that meets the intent. The public has asked what they would like to do with the code, the manager prepares options and are brought before the Council. Staff is directed to finalize the modifications that is chosen by the Council then it must be reviewed corrected and sent back for another review until it is right. Then the final modification is brought before Council for approval. That is how the system works, this takes more than a week. That means this process has been started long before that embarrassing display of last week's meeting.

Three weeks ago Carol German requested last week's agenda, she was asked if she would delay it until the 9th so that solutions could be brought forth in the form of code revisions. These revisions were not ready before that deadline. She refused, why? The Town had not been enforcing the interpretation of that code, what was the rush? Didn't she inform you of the coming code modifications? Were you listening, or just refuse to do so? So who started this outrageous accusation that the manager was in the bag for the complainant? Obviously someone gave you false information or left out information that was not helpful to their narrative of the issue. This is willful obfuscation of the facts. Who all was here last week? What if I were to publicly accuse you of cheating 90 year old little old ladies out of their life savings, or maybe I could accuse you of being a child molester? Is that any different from the three or four of you people who last week pointed to our Manager and accused him of corruption? I know that most of you are decent people and were incited into a mob, but that is no excuse. This is the politics of personal destruction. You can't win an argument on the facts so you demonize the person, repeat the lie about what is really occurring enough times and people start believing it. If you like your doctor you can keep your doctor, if you like your insurance you can keep your insurance. Where is your morality, your integrity, your decency? That display last week made me ashamed to live in this town. I will encourage the manager to file defamation suits against all those who accused him of corruption last week. Unfortunately it is the sheep who will be punished, not the perpetrator of this false narrative but so be it, and maybe it will teach the sheep. And about this, "the rest of the council didn't show up to the meeting so they must not care," what a crock. Carol German was in the meeting with Russ and I and I gave my reason for not attending. Normally on an issue staff collects the various sides of the issue and reports back to all Council at one time. This is to try and avoid bias of an **issue**, it doesn't sound to me like that neighborhood meeting was unbiased.

handed out 9-9-2015 maha
item #5

SUGGESTED ANIMAL CONTROL CODE TEXT AMENDMENTS/ADDITIONS

Definitions to add or amend:

1. **Wild Animal** – Any non-domesticated animal, including but not limited to wolf-hybrids.
2. **Domesticated** – Bred or trained to need and accept the care from human beings. Usually creating a dependency, losing its ability to live in the wild.
3. **Feral** – any wild animal whether it was born in the wild or an animal reverted to a wild or natural state due to abandonment or lack of domestication.
4. **Owner** – Any person, partnership, corporation, or other legal entity owning, harboring or keeping any animal, or in the case of a person under 18 years of age, that persons parent or legal guardian, for more than six days. Without limiting the generality of the preceding sentence, this definition shall apply to any veterinary clinic or boarding kennel.
5. **Keep or Keeping** – To have the animal on one's possession or control, and includes the actions of holding, guarding, supporting (feeding), having custody of, caring for, or maintaining an animal on one's premises.
6. **Poultry**–
ARS 3-2151.21. "Poultry" means any domesticated bird, whether live or dead, and includes chickens, turkeys, ducks, geese, guineas, ratites and squabs.
7. **Ratite** – Ostriches, emus, rheas, cassowaries.

Code to add:

- **Feeding of Feral Animals**
 - a. It is unlawful to feed or keep any feral animal within the town limits as feral animals constitute health and environmental risks to domesticated animals, wildlife and persons.
 - b. **Exceptions** are as follows:
 1. The person accepts legal responsibility for the feral animal and ensures compliance with all provisions of this chapter; and
 2. The feral animal had been spayed or neutered if applicable; and
 3. The feral animal is vaccinated against rabies if applicable.

SECTION 6-1-5 LICENSING OF DOGS

A. Each dog four months of age or over that is kept, harbored, or maintained within the Town limits for at least thirty consecutive days shall be licensed by the Town. Fees and penalties for licenses shall be established by resolution of the council, and the Town shall provide durable dog tags with the name of the Town, license number, and expiration date. Before a license is issued, the owner must present a rabies vaccination certificate signed by a licensed veterinarian stating the owner's name and address and giving the dog's description, date of vaccinations, types, manufacturer, and serial number of the vaccine and the date the revaccination is due.

B. Any dog over the age of four months on or off the premises of the owner and not under control of the owner or other responsible persons acting for the owner, or any dog not in a suitable enclosure which actually confines the dog, shall wear a collar or harness to which is attached a valid dog license tag. Dogs used for control of livestock or while being used or trained for hunting or dogs while being exhibited or trained at a kennel club event and such dogs while being transported to such events need not wear a collar or harness with a valid license provided that they are properly vaccinated, licensed and controlled.

C. For any dog four months of age or older that is kept, harbored or maintained within the Town limits, if the license is not obtained by the owner during the month of January of each year, or within thirty (30) days of the first possession of any dog or of its becoming four (4) months old, or within thirty (30) days from the arrival of the dog in the town, whichever occurs first, the license payment shall be deemed delinquent and a penalty may be added to the license fee.

C. It is unlawful for any person who fails within fifteen days after notification by the ACO, verbally or in writing, to obtain a license for a dog required to be licensed under this Article or as may otherwise be required by law, or to remove a dog tag from a dog required to be licensed, or to place a dog tag on a dog other than the dog for which the license was issued.

D. An exception to the licensing fees under this section shall be service animals or dogs used for search and rescue as described in ARS 9-500.32.

STAFFING LEVELS IN THE PAST 10 YEARS IN THE TOWN OF CAMP VERDE

STAFF	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
w/o sewer	74.95	71.3	62.8	60	60.25		71.85	81	75.53	77.78	74.78
Sewer	7	7	7								
Dispatch Contract (Jerome, Clarkdale)	2	2	2								
Total	83.95	80.3	71.8								
Percent growth (since 2005)	0.23%	-4.65%	-16.02%	-19.76%	-19.43%		-3.92%	8.32%	1.00%	4.01%	0.00%
Percent growth (since 2011)	24%	18%	4%	0%	0%						
Percent w/Sewer & Dispatch (since 2011)	39%	33%	19%								
Percent of Highest in last 10 years w/o Sewer & Dispatch	-7%	-12%	-22%	-26%	-26%		-11%	0%	-7%	-4%	-8%
Percent of Highest in last 10 w/Sewer & Dispatch	4%	-1%	-11%								

Source: Audit 2009 as well as actual staffing levels at the first payroll period of July.

Staffing Levels are back to 2005 levels, not at the highest which was in 2008 at 81 without (Sewer, Dispatch, or Visitor Center contracts).

Staffing added (approximately 14) since 2010/11 are generally as follows:

- 4 Budgeted/Recruited (Filled Vacancies) at CVMO
- 1 Budgeted Plans Examiner
- 2 Budgeted new hires in Maintenance
- 2 Budgeted new hires in Streets
- 1 Budgeted transition of Sewer to General Fund Finance Clerk
- 1 Approx. FTE added (several part timers instead to extend hours and FT Budget)
- 1 Budgeted Admin to assist Parks and Rec and Storm Water
- 1.5 Approx. FTE added (part timers to assist/add on Visitor Center Transition)

13.5 Approx. added back from 2010/11

In every department we are at or below the highest personnel levels in the last 10 years except in PW where the current Director Staff is split between several departments* and Housing has transition to Economic Development

*Consider in 2005 we paid additional monies for a Town Engineering contract for services and for Visitor Center services.

TOWN OF CAMP VERDE
FT & PT Employee Listing
FY15 - 4th QTR ending June 2015

General Administration

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Russ Martin	8/9/2010	Town Manager	40	93
Virginia Jones	11/4/1996	Deputy Town Clerk	40	67
Julie Scott	4/22/2014	Admin Asst. 1	40	42
Steven Ayres	2/1/2013	Econ. Dev. Director	40	73
Barbara Bridge	10/22/2013	Admin Asst. 1	40	42
Gaylene Allen	5/2/2013	Attendant	12	N/A
Lynette Kovacovich	5/2/2013	Attendant	12	N/A
Mike Showers	7/18/2011	Finance Director	40	73
Virginia Cox	8/15/2011	Accountant	40	46
Jenifer McKinzie	6/23/2014	Finance Clerk	40	40
Carol Brown	8/29/1994	Admin Assistant	40	48

Municipal Court

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Paul Schlegel	11/3/2014	Magistrate	24	N/A
Veronica Pineda	9/2/1997	Court Supervisor	40	50
Teresa Goodwin	8/21/2007	Court Clerk	40	40
Nina Sanchez	10/29/2006	Court Clerk	40	40
Debbie Cordova	11/4/2013	Court Clerk	40	40
Lauren Waite	6/23/2014	Court Clerk	40	40

Public Works

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Ron Long	7/10/2006	Public Works Director	40	78
Troy Odell	5/28/2013	PW Deputy Director	40	72
Deborah Ranney	12/10/2007	Public Works Analyst	40	48
Linda Peterson	10/29/2012	Admin Asst. 1	40	42
Mike Dumas	9/23/2002	Maintenance Foreman	40	48
David Russell	12/10/2012	Lead Maint. Worker	40	44
Stephen Diacik	9/3/2013	Maintenance Worker	40	34
Darrell Payne	10/10/2002	Maintenance Worker	40	34
Jonathan Rivero	8/28/2013	Maintenance Worker	40	34
Yolanda Trahin	9/5/2000	Janitor	40	28
Maria Urias	8/10/2005	Janitor	40	28

Community Development

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Michael Jenkins	9/10/2007	Comm. Dev. Director	40	77
Robert Foreman	3/15/2006	Building Official	40	64
Kendall Welch	7/15/2013	Permit Technician	40	42
Virginia Owens	5/12/2005	Asst. Planner	40	46
Emily Diver	4/28/2014	Permit Technician	40	42
Britt Allen	11/16/2014	Code Enforcement/AC	40	45
David Marshal	11/12/2013	Code Enforcement/AC	40	45

Marshal's Office

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Nancy Gardner	2/27/2012	Marshal	40	82
Oscar Berrelez	8/11/1996	Sergeant	40	62
Stephen Butler	7/11/2012	Sergeant	40	62
Steven Ganis	11/19/1995	Sergeant	40	62
Laura Robinson	11/16/2011	Sergeant	40	62
Thomas Baizel	1/14/2007	Deputy	40	53
Jeff Bowers	1/14/2008	Deputy	40	53
Brandon Collins	8/7/2006	Deputy	40	53
David Freeman	10/31/2004	Deputy	40	53
Richard Grimes	2/9/2015	Deputy	40	53
Clinton Jackson	7/29/2013	Deputy	40	53
Daniel Jacobs	9/9/2013	Deputy	40	53
Steven McClure	2/13/2011	Deputy	40	53
Travis Munday	7/30/2012	Deputy	40	53
Roscoe Owsley	1/6/2013	Deputy	40	53
Jeff Patten	3/4/2001	Deputy	40	53
Dustin Richardson	6/23/2014	Deputy	40	53
Paul Rotzler	1/11/2015	Deputy	40	53
Michael Toporek	12/29/2013	Deputy	40	53
Jennifer Zwak	12/26/2012	Deputy	40	53
Darbie Martin	1/29/1998	Admin/Invest. Asst.	40	48
Mary Newton	12/15/1997	Dispatch Supervisor	40	48
Dorrie Cronk	6/11/2012	Dispatcher	40	43
Debbie Hughes	8/1/1998	Dispatcher	40	43
Barbara Ratlief	12/13/2013	Dispatcher	40	43
Brittany Rohn	10/6/2014	Dispatcher	40	43
Nora Romero	8/25/2014	Dispatcher	40	43
Lana Stine	5/27/2012	Dispatcher	40	43
Jason Toogood	10/8/2006	Dispatcher	40	43
Susan Wason	4/26/2011	Disptacher	40	43
Samantha Stout	4/6/2015	Dispatcher	25	43

Marshal's Office (cont'd)

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Cailin Yantis Lizotte	9/10/2007	Records Specialist	40	43
Andrea Ramirez	10/7/2013	Records Clerk	19	37

Library

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Kathy Hellman	6/24/2012	Library Director	40	69
Dianna Manasse	1/7/2014	Youth Services Librarian	40	49
Alice Gottschalk	1/3/2005	Library Specialist	40	39
Gerry Laurito	12/14/1999	Library Specialist	40	39
Saepyol Choe	12/28/2013	Library Specialist	19	39
Valerie Foster	12/17/1998	Library Specialist	18	39
Denise Alm	5/12/2013	Library Clerk	18	29
Wendy Cook-Roberts	6/19/2014	Library Clerk	18	29
Dee Thompson	5/12/2013	Library Clerk	18	29

Parks & Rec

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Michael Marshall	12/27/2012	Recreation Supervisor	40	49
Jonathan Caballero	5/22/2013	Receptionist	28	32

Streets

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Stacy Perry	10/14/2013	Streets Supervisor	40	56
Luis Trahin	4/15/1996	Streets Foreman	40	52
David Hammond	8/9/1998	Sr. Equipment Operator	40	43
Royce Allen	10/30/2006	Equipment Operator	40	39
Richard Cope	2/6/2012	Equipment Operator	40	39

Sewer

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Jan Grogan	6/30/2013	Wastewater Manager	40	64
Marshall Davis	6/30/2013	Senior Wastewater Op.	40	48
Tracey Feltes	6/30/2013	Admin. Asst. 1	40	42
Joseph Calhoun	7/1/2014	Wastewater Operator	40	39
Russell Cron	6/30/2013	Wastewater Operator	40	39
Chet Teague	3/9/2015	Wastewater Operator	40	39
Jerry Tinagero	7/1/2014	Wastewater Operator	40	39

FT & PT Employee Count 91
 FT Employee Count 80
 Seasonal/Temp Workers are not included

Percent growth since 2011	24%	18%	4%	0%	0%	-11%	0%	-7%	-4%	-5%
Percent of Highest in last 10 years	39%	33%	18%	0%	0%	-28%	0%	-7%	-4%	-5%
Percent of Highest in Sewer & Dispatch	-7%	-12%	-22%	-28%	-28%	-28%	0%	-7%	-4%	-5%
Percent of Highest in Sewer & Dispatch	4%	-1%	-11%	-28%	-28%	-28%	0%	-7%	-4%	-5%
FULL TIME	83	81	73	61	60	60	10873	10871	10828	10596
PART TIME	8	8	5	4	2	2	7.16%	7.12%	6.71%	4.41%
SEWER FTE	8	8	8	0	0	0	0.02%	0.55%	2.20%	4.41%
DISPATCH*	9	8	6	7	6	6	0.02%	-0.19%	0.55%	4.41%
WITHOUT SEWER & DISPATCH CONTRACT	72	73	85	61	60	60	10898	10882	10828	10596

10 YEAR GROWTH	11,097	11,022	10,911	10,898	10,873	10,871	10,828	10,828	10,596	10,148
ANNUAL GROWTH	9.35%	8.61%	7.82%	7.40%	7.16%	7.12%	7.33%	6.71%	4.41%	0.001
	0.69%	1.02%	0.11%	0.00%	0.02%	-0.19%	0.55%	2.20%	4.41%	0

- Accounting for 2013/14 differences
- 0 A* Clerk retired, Scott transitioned from Dispatch, BB transitioned to split admin position
 - 2 B* Budgeted/Unbudgeted Replacements new hire at CVMO
 - 2 C* Dispatch Contract w/YAN, Jer, Cik
 - 0 D* Replacement (not reflected in 7/10/13 payroll) for existing Permit Tech transitioned 2016 to Plane Examiner/Tech
 - 1 E* Permit Tech transitioned 2016 to Building Inspector/Tech
 - 1 F* Budgeted new hire in Maintenance
 - 1 G* Budgeted new hire Street Supervisor
 - 1 H* Budgeted position

In every department we are at or below highest personnel level in the last 10 years except in PW where current Director staff is split between several of the departments

* Part time (PT) is a reflection of the transition of the Motor Center, replaced for PT in library split PT to expand hours and 2 FT, records in CVMO reduced to 1.77, PT Dispatch is at full staffing level at 8 (7 from dispatch, 1 from CVMO), split and PT staff have filled roles in regular maintenance

Accounting for the 2011-15 differences

TOWN OF CAMP VERDE, ARIZONA
FULL-TIME-EQUIVALENT CITY GOVERNMENT EMPLOYEES BY FUNCTION/PROGRAM
LAST 10 FISCAL YEARS

	Full-time Equivalent Employees as of June 30			
	2009	2008	2007	2006
General Government				
Town Manager's Office	1.80	1.80	1.00	3.00
Town Clerk's Office	3.00	3.00	3.00	3.00
Finance	1.95	2.10	2.90	2.90
Human Resources	0.40	0.40	-	-
Municipal Court	6.00	6.00	6.00	6.00
Housing	-	2.00	1.00	1.00
Total General Government	<u>13.15</u>	<u>15.30</u>	<u>13.90</u>	<u>15.90</u>
Public Safety				
Marshal's Department	29.60	32.60	31.00	30.00
Animal Control	2.00	2.00	2.00	2.00
Total Public Safety	<u>31.60</u>	<u>34.60</u>	<u>33.00</u>	<u>32.00</u>
Public Works				
Engineering	1.50	1.00	1.00	-
HURF/Streets	6.50	7.00	8.00	6.00
Maintenance	6.00	7.00	8.00	7.00
Total Public Works	<u>14.00</u>	<u>15.00</u>	<u>15.00</u>	<u>13.00</u>
Library	5.40	5.40	4.63	4.88
Parks & Recreation	2.70	3.70	3.00	4.00
Community Development	5.00	7.00	6.00	8.00
Total Support and Administration	<u>13.10</u>	<u>16.10</u>	<u>13.63</u>	<u>16.88</u>
Total	<u>71.85</u>	<u>81.00</u>	<u>75.53</u>	<u>77.78</u>

2015 ANNUAL LEAGUE CONFERENCE OF CITIES AND TOWNS

REPORT BY COUNCILSOR CAROL GERMAN

TUESDAY, AUGUST 18

Registration for Conference
The League Welcome Reception
APS Annual League Dinner

WEDNESDAY, AUGUST 19

Opening General Session with Keynote Speaker Celestino Fernandez, Ph.D. 9 a.m.

Key Points:

Happiness: Quote by Thomas Jefferson "The care of human life and happiness is the main purpose of government." Happiness leads to success and is rooted in (a) community, (b) financial security, and (c) civic engagement. Happiness over the years has not changed.

Unfortunately we have many social problems in the country that affect happiness. The United States consumes more drugs than any other country in the world (legal and illegal). Nineteen million suffer depression and anxiety in the United States with the average age being 14.

In 1998 14% of Americans were angry at the Federal Government. By 2015 it was 31%. Government is concerned about the GNP (Gross National Product) which is important, but also needs to be concerned about the GNH (Gross National Happiness).

1:30 Workshop: Legislative update and How you Can Make an Impact at the Capital.
Presenters: Ken Strobeck, Ryan Peters, and Dale Wiebusch.

Key Points:

Monday Call: Inter-Governmental Staff at AZ legislature.gov and request to speak. It takes 31 votes in the House and 16 + 1 votes in the Senate to pass a bill.

100 percent agreement on any issue is rare.

2015 Legislature ReCap: Shortest session in 50 years 81st day April 3. It takes 90 days for a passed bill to become effective. Bills became effective on July 3rd.

There were 1163 new bills introduced (new laws or changes to laws). 344 were sent to the Governor with 324 signed and 20 vetoed. One-third of the House was new members.

Facts need to be the basis of laws passed. Some basic laws passed were: SB1446 on TPT Reform (construction taxes). SB 1471 on Revenue and Budget Reconciliation 2015/16. \$10 Million dollars to support the State Dept. of Revenue. HB 2214 on Majority Vote in Municipal Elections. Also SB 1072 Housing, SB 1079 Solid Waste, SB 1342 Responsibility of payment for utility services does not lie with the property owner of rental properties.

Failed Bills: HB 2324 concerning Intergovernmental Agreements and public indemnification. Recommendation is that whenever you consider signing an IGA; send it to the Risk Pool to make sure the indemnities are good. HB 2254 concerning residential lease municipal exemption. HB 2570 concerning vegetation requirement prohibition. SB 1167 concerning photo radar prohibition.

Failed Gun Bills: HB 2320 concerning permit holders in public places. SB 1330 concerning prohibited activities and second amendment violations.

Future Challenges: Budget, School Funding, HURF, local decision making preemption, regulatory reform, TPT local authority, and Elections.

Wednesday 3:15 Workshop Zoning/Code Enforcement & Blight Control Issues in Smaller Communities. Presenters: Lana Mook, Mayor of El Mirage; Gregory Arrington, Community Development Manager, Youngtown; Stephen Erno, Code Enforcement Division Manager, Avondale; Malcolm Hankins, Neighborhood Preservation Manager, Chandler; Chuck King, Building Official & Inspection Compliance Manager, Oro Valley; and Bill Lorefice, Code Compliance Officer, Marana.

Challenges or Trends: Youngtown, include the whole town. Marana, trends in collection recycling bins what to do? Transients? Oro Valley, be careful of property rights. Get out in the community as to what is/is not allowed.

General Comments: With technology you can better utilize your staff. Engage the community. Do more with less. Meet with HOA's and get them on board. Send out inspectors to identify code violations.

Abandoned Buildings: Look at deteriorated properties now and act so that you set up procedures for future and current property owners.

Zoning Violations: Handouts on what is allowed concerning signs. Enforce codes. Adopt the **International Property Maintenance Codes** if you haven't already done so.

Challenges: Money, culture. Many residents there before incorporation with codes and ordinances and feel infringed upon. Know the Migratory Bird Act (Two owls have taken residence in a building and the Federal Game and Fish said you can't touch them).

6:30: League Service Award Dinner

Thursday, August 20

Thursday 8:15 a.m. Workshop Fundamentals of Local Government: Arizona's Open Meeting Law. This session covered the basics of the Open Meeting Law and how it pertains to city and town elected officials and staff. Presenter Christina Estes-Werther, General Counsel, League of Arizona Cities and Towns.

Good review of the Open Meeting Law and how technology has created many problems.

Sub-Committees appointed by Council are required to follow the Open Meeting Law and need to watch the quorum fact. Example: In a sub-committee of 3, not even 1 committee member can talk to another. In another example, in Cave Creek, 4 potential Council members discussed reigning in the Town Manager. Right after elected it was agendized and the Manager was dealt with. The Manager was going to sue, so the Council settled for \$300,000 instead of paying attorneys.

Disclosure Statement: Where agendas will be posted. Agendas are required to go on a WEB Site. The League WEB Site can be used.

Executive Session: Scan the room to make sure no one left a recording device. Council needs to put away all electronic devices. Legal Advice: You are there to get advice not why you will vote in a certain way. That has to be done in open session. There has to be a 72 hour notice to ratify a previous action that was not agendized.

Thursday, 10 a.m. Workshop on Building and Maintaining Effective Mayor, Council, and Manager Relationships. Presenters Jim Bacon, Paradise Valley; Todd Tande, Surprise; Kenneth Weise, Avondale. The fundamentals of a solid foundation for the council-manager form of government.

Three Critical Factors: (1) **Competence** (know your job, understand how it fits with other team members, and respect the jobs of all other team members. (2) **Confidence** (provide reliable information, be discrete when sharing information with others, and be accountable for your actions/inactions. (3) **Communication** (learn and use your own communication style, make sure everyone on the team has the same information, meet regularly to “stay in touch”)

Set goals during the evaluation and then at the next review you can evaluate and get to “what can we do better”.

Everything needs to be out in the public. Keep Council informed as to what is going on (good and not so good). Focus agreements on merits of policy not personality. Focus disagreements on policy.

12 p.m. General Luncheon

Guest speaker U.S. Senator Jeff Flake

Recognition of Legislative Champions and Friends and presentation of the Gabe Zimmerman Public Service Awards.

6 p.m. Showcase of Cities and Towns

Cities and Towns around the State of Arizona showcasing their uniqueness.

**Notes from
Arizona League of Cities and Towns Conference
August 2015
Robin Whatley**

Opening Session: "Why Happiness Matters" by Celestino Fernandez Ph.d

Happiness is the sole purpose of life. A teacher asked a student, "What do you want to be when you grow up?" "Be happy," replied John Lennon.

Happiness is rooted in community.

--family, friends

--civic engagement

--financial security

How do we measure happiness?

How often did you laugh or smile yesterday?

Percentages of happiness-

*50% is genetics

*10% is life circumstances

*40% is under our control

If money were not the issue, what would you do?

If you are happy, your life expectancy is higher.

Happiness -> leads to success.

In Bhutan they measure their Gross National Happiness (GNH).

For more information do an internet search for 'Well-being Project'.

Legislative Update and How You Can Make an Impact at the Capital

1:30 session

By Ryan Peters-Dale Wiebusch-Ken Strobeck

4 Major ways of contacting legislature-

*receive bulletin by e-mail

*participate in a Monday call

*intergov with city staff person

*request to speak

Need to establish a relationship. Get to them and stay in touch.

31-16-1

31 votes to pass in the house

16 votes to pass in senate

1 signature by governor

League offices are at 1821 W. Washington. You can park there and have a league representative walk you over to the legislature.

- *Invite representatives to community events
- *Invite them to tour new facilities (library, medical center)
- *Offer to be a resource
- *Give factual information
- *Timely responses to Inquires
- *Recognize their accomplishments
- *Cover one issue at a time
- *Follow up with a letter of thanks

Governor can-

1. sign a bill
2. veto a bill
3. bill becomes law without signature

Schools and Cities/Towns: Innovative Ideas and Strategies for Successful Partnerships
Wed. 3:15 by Brett Billingsly/Globe

Bothe schools and towns have-

- *financial constraints
- *lack of staffing
- *lack of facilities

Combine assets and-

- *schools could use town facilities/fields
- *town could use large auditoriums for events
- *use high school students in IT classes to fix, repair town computers
- *share staff
- *school could provide an office for Marshalls
- *youth could learn about various professions in the Town's government

Town and school staff could participate in Kids for Hope training.

Have a joint school board/town council meeting.

Downtown Tour Tucson on board the Sun link Streetcar-
08-20-15

1st stop/The Mercado, a business venture that includes a commercial kitchen that people can rent to use. The building has captured the history of the area and holds a

LEED GOLD certification. There is a cistern built underneath the building with solar being the primary power source.

The area has been inhabited for 4,000 years and irrigated since ancient times. It is a cultural historical site, which is being developed as a retail core along with residential and entertainment sites.

Sun Link Streetcar was in the planning stages for 10 years and was constructed in 1 ½ years. The Streetcar offers transportation, transportation and entertainment combined. It was made in the USA and came in under budget. The trolley has reinvigorated the downtown area with approximately 225 new businesses. None of the new development was given tax or any other types of incentives.

Community Based Entrepreneurship by David Ivan, Ph.d
08-20-15

The topics were job creation, CDBG grants and business retention.

- *Develop local entrepreneurs
- *People with roots in the community
- *Support innovation

4 Principles-

- 1). Must be community driven
- 2). Regionally focused
- 3). Entrepreneur focused
- 4). Continuously learning

Needs of business-

- *Physical infrastructure (inventory of space available)
- *Internet access
- *High speed internet
- *Match services to needs of entrepreneurs
- *Be creative and realistic

Sense of Place: The Value of Local Government by Patrick Ibarra
08-21-15

Don't think 'outside the box' because there is NO BOX!

"Nothing will change if you don't try."

The role of government is to serve as the protagonist for a better quality of life.

We need to ask, "How does it feel to live and run a business in your city?"

Use modern technology to allow citizens to pay for sewer bills, parks n' rec. fees, e-books, etc. Consumers will pay for experiences. Make it faster and more comfortable. Don't focus solely on functionality, but on the experience.

- "Pressure is a privilege."