DRAFT MINUTES
COUNCIL HEARS PLANNING & ZONING AND
REGULAR SESSION
COMBINED
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, SEPTEMBER 23, 2015 at 6:30 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 6:30 p.m.

2. **Roll Call**
Mayor Charles German, Vice Mayor Bruce George, Councilor Robin Whatley, Councilor Brad Gordon, and Councilor Jessie Jones-Murdock were present. Councilor Carol German and Councilor Jackie Baker were absent. Community Development Director Michael Jenkins and Building Official Robert Freeman were present.

Also Present
Town Manager Russ Martin, Town Clerk Virginia Jones, and Recording Secretary Lynn Riordan.

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

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) Regular Session – September 2, 2015

b) **Set Next Meeting, Date and Time:**
   1) Wednesday, October 7, 2015 at 6:30 p.m. Regular Session
   2) Wednesday, October 14, 2015 at 5:30 p.m. Work Session
   3) Saturday, October 17, 2015 at 11:00 a.m. Council Retreat
   4) Wednesday, October 21, 2015 at 6:30 p.m. Regular Session
   5) Wednesday, October 28, 2015 at 6:30 p.m. Council Hears Planning & Zoning

c) **Possible acceptance of Governor's Office of Highway Safety (GOHS) Grant awarded to Camp Verde Marshal's Office totaling $9,000.00 for DUI enforcement overtime ($7,000.00) and speed enforcement overtime ($2,000.00).** Staff Resource: Marshal Nancy Gardner

On a **motion** by Councilor Gordon, seconded by Vice Mayor George, the council unanimously voted to approve the Consent Agenda

5. **Special Announcements and presentations:**
   - **Proclamation Supporting Verde Valley Military Service Park**

Mayor German announced and proclaimed Support of the Verde Valley Military Service Park and presented the Proclamation to City of Cottonwood Mayor Diane Jones and Veteran U.S. Navy Corpsman Dave Boily. Also present were Verde Valley Detachment #1176, Marine Corps League Keith Vogler (Marine Corps retired) and Dave Blauert. Dave Boily and Dave Blauert gave a short presentation on the Verde Valley Military Service Park located in Garrison Park, Cottonwood, honoring Verde Valley service men and women.

6. **Call to Public**
Terry Andrews addressed the Mayor and Council praising the excellent service and appropriate professionalism of Planning and Zoning Department (specifically Mike Jenkins, Robert Foreman, Jenna Owens and Emily Driver), and staff in the Clerk's office. Mr. Andrews stated it appeared all departments work together as a team and he is impressed with the excellent service provided by the Town.

Tom Pitts addressed the Mayor and Council stating he attended an Economic Development Conference in southern Arizona (Oro Valley) and it appeared there would be grant and finance program becoming available in the near future. He will keep the Council and Town Manager informed as these programs surface.

Ed Lee addressed the Mayor and Council acknowledging his appointment as Camp Verde's liaison to OLLIE, and presenting an update of the fall OLLIE program in Camp Verde:

Product – complete. There are 17 workshops planned and scheduled in Camp Verde
Promotion – complete. Through advertising and public information – area residents were invited to register for classes and participate
Delivery – in progress. Classes start in Camp Verde (Town facilities and Archeological Center), 17 workshops beginning on September 29, 2015, with current registration of 193. Late registration remains open.

Deb Fenner addressed the Mayor and Council regarding the fund raiser for the Fort, stating the Town and business owners have widely participated with 90 scarecrows on display and available for your voting pleasure. Voting can be done at every scarecrow location, one cent per vote, ½ of proceeds will be donated to the Fort fundraiser and ½ of proceeds to the winning scarecrow (businesses).

7. **Public Hearing, discussion, consideration, and possible approval of Resolution 2015-947 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and authorizing the abatement of dangerous structure(s) located on parcel 404-16-088, 3305 Ripple Road, Camp Verde, Arizona; directing and authorizing the building official to issue a start work order to Hollamon Generations for the purpose of demolishing and removing the above referenced structure(s); and declaring an emergency; and approving and authorizing the Town Manager to allocate any additional funds, if required to complete the abatement process.** Staff Resource: Michael Jenkins and Robert Foreman

On a **motion** by Councilor Gordon, seconded by Councilor Whatley, the council unanimously voted to approve and adopt Resolution 2015-947 as presented EFFECTIVE JANUARY 2, 2016, if real property owner, Eddie Flores, has not resolved all issues including obtaining required certificates for mold, structural integrity, electrical repairs and inspection, permits for manufactured home and septic (at new location), and complete the moving/set-up of the manufactured home in compliance with the permit OR applied for (and obtained) a demolishment permit (and begin demolishment and clean-up) of the manufactured home/real property at the current site. No future Council involvement required. The Town may seek restitution and/or recovery of funds for any public funds expenditures for this abatement.

Call for Staff Presentation. Robert Foreman stated a staff report was provided to Council regarding this matter. The original complaint was filed in January 2015, however, this issue and resident and neighbor complaints have been on-going and in progress for over two years. Planning and Zoning Department / Building and Inspection Department have followed the guidelines set by theTown Code, all notice requirements have been met and the Department has had several meetings/discussions with the property owner, Eddie Flores. This matter was placed on the Agenda on July 15, 2015, but was removed as the Building Department received notice on July 14, 2015 that the manufactured home located on Mr. Flores property had been sold (Date of Sale 01/5/2015, notarized on 07/14/2015). Originally, the manufactured home was moved onto the property without a permit (permit required, however, no permit was ever applied for), a Stop Work Order was issued, the manufactured home/residence is not in habitatable condition, and as of this date, no improvements have been made. Mr. Foreman stated he received a letter from Kantor (engineer) that states the manufactured home can be repaired and has the potential to meet code and zoning, however Mr. Kantor's letter is vague. Mr. Foreman requests the Mayor and Council adopt and approve Resolution 2015-947 for abatement.

Public Hearing Declared Open – Eddie Flores, owner of the real property in question, addressed the Mayor and Council advising that he sold the manufactured home in January, but the new owner lost the paperwork. It was found and notarized in July. Mr. Flores advised that he has a separate lot suitable for the manufactured home and desires to assist the new owner in moving the manufactured home to the new location. Mr. Flores acknowledged

that permits and certifications were required, and requested an additional 30 days to get funding and acquire needed certifications (manufactured home permit, mold certification, electrical inspection and repair, and septic), and relocate the manufactured home. Mr. Flores stated he would apply for a demolition permit if he was unable to meet all requirements, certifications and permits.
Public Hearing Declared Closed.

Council Discussion: Councilor Gordon stated the Town has received several (and continuous) complaints regarding this property, this issue has remained unresolved for a very long time and has been in the abatement process for almost a year. Mayor German stated he is a strong supporter and advocate for private property and individual rights, and does not like for the government to force abatement upon private property owners, however, the Mayor and Council are elected to uphold the Town Code and make decisions that are in the best interest of the Town and community. Mayor and Council Members acknowledge that money is always an issue, and any remedy for this situation will cost money, however leaving this property and issue without progress at this time is not acceptable. Councilor Jones stated concerns that this matter had remained unresolved for more than a year, possibly two years, and stated it would be appropriate to place sanctions and/or deadlines before granting any extension of time. Mr. Foreman stated he would have no objection, on behalf of the Building Department, to allow an extension of time, with solid requirements and deadlines, before enacting Resolution 2015-947 abatement. Mr. Foreman stated a 30 day extension is somewhat optimistic, possibly achievable, but most likely 60 to 90 days would be attainable for a production resolution and completion. Mr. Foreman advised that the manufactured home owner is not present, however responsibility lies solely on the real property owner, Mr. Flores, who is present. Town Manager request the Council consider placing hard deadlines and requirements if they are considering any extension of time, and allowing the Planning and Zoning/Building Department to move forward with the abatement without additional Council involvement if requirements and permits are not obtained and deadlines are not met.

8. **Possible addition to the Council-Committee Assignments sheet, adding Mental Health Coalition Verde Valley and appointing a Council Member(s) as representative and an alternate.**

On a **motion** by Vice Mayor George, seconded by Mayor German, the council unanimously voted to appoint Councilor Gordon as liaison/appointed representative to the Verde Valley Mental Health Coalition. Councilor Brad Gordon accepted appointment and stated he would attend the upcoming Mental Health Summit.
Mayor and Council discussed the community needs with respect to resources available for Camp Verde (and all Verde Valley area) residents and property owners that are in need of services including (but not limited to) assistance with utilities, home repairs and maintenance, transportation, meals, due to physical or mental health disabilities or restrictions, and/or natural disasters. Currently there are services available through Catholic Social Services, churches, and community organizations, and the Mayor suggested the Mayor and Council continue efforts to improve communication, co-op, and partnership with local organizations (i.e. VA, Lyons, Kiwanis, NACOG) to provide better information and services to those in need.

Public Comment
Sherry Wischmeyer addressed the Mayor and Council in support of Town, community organizations and church co-op and partnership, including having resources available, to assist the elderly, disabled (physical and/or mental) and those in need.

9. **Call to the Public for items not on the agenda.**
None.

10. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Fire District, 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 Jones advised that she is working with the Town Manager and Risk Manager (the can do's and the can't

do's) to plan the "kick-off" event for Fort Verde Days. Tentatively the "lawn mower race" on Main Street is scheduled for 4:45 – 6:00 p.m. (1st Street to Head Street).

Councilor Whatley brought to the Council and public's attention the front page newspaper (Journal) article that the Camp Verde Community Library is one of only six libraries in the country that will be getting a space exhibit called **Discover NASA: From Our Town to Outer Space,** which will be funded by NASA itself. Councilor Whatley also stated that Wingfield Plaza has no vacant commercial tenancy/suites – the Plaza is full and she is hopeful that is an indication that the economy is improving locally.

Vice Mayor George stated that Councilor Gordon has been donating his time and effort in cleaning and weed eating along the sidewalks and streets in historic downtown. Vice Mayor George also stated that he had recently attended the Verde Valley Planning and Transportation Meeting; Finney Flat road improvements should go out for bid in January 2016; Hwy 260 plans are currently 80% complete and should go out for bid in March 2016, and there may be some grants becoming available for rural transportation.

Mayor German advised that the Verde Valley Water Users would like to set up a summit and have all local communities in attendance to work together. Mayor German also acknowledged and praised the excellent work and diligence provided by staff (Public Works) as the Bull Pen Wash Improvements recently completed, worked well and saved a great deal of flooding and saved many property owners from enduring damage during the last summer storm.

11. **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.
None.

Adjournment. Mayor German, with no objection from Council, pronounced the meeting adjourned at 7:51 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 and Council Hears Planning and Zoning Matters of the Town Council of Camp Verde, Arizona, held on September 23, 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, Town Clerk