DRAFT MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, JANUARY 20, 2016 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**
Vice Mayor George called the meeting to order at 6:30 p.m.

2. **Roll Call**
Mayor Charles German and Councilor Carol German were absent. Vice Mayor Bruce George, Councilor Robin Whatley, Councilor Brad Gordon, Councilor Jackie Baker and Councilor Jessie Jones-Murdock were present.

Also Present
Marshall Nancy Gardner and Commander Jackie MacConnell, Community Development Director Michael F. Jenkins, Finance Director Mike Showers, Economic Development Director Steve Ayres, Administrative Assistant Barbara Bridge, Administrative Assistant Julie Scott, Council Candidate Leah Robbins, Town Clerk Virginia Jones, and Recording Secretary Lynn Riordan.

3. **Pledge of Allegiance**
Vice Mayor George 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:**
      - Regular Session – January 6, 2016
   b. **Set Next Meeting, Date and Time:**
      - Friday, January 22, 2016 at 8:00 a.m. Work Session-CIP - **CANCELLED**
      - Wednesday, January 27, 2016 at 6:30 p.m. Council Hears Planning & Zoning Matters - **CANCELLED**
      - Friday, January 29, 2016 at 8:00 a.m. Work Session-
      - Wednesday, February 3, 2016 at 6:30 p.m. Regular Session
      - Wednesday, February 10, 2016 at 5:30 p.m. Work Session
      - Wednesday, February 17, 2016 at 6:30 p.m. Regular Session
      - Wednesday, February 24, 2016 at 6:30 p.m. Council Hears Planning & Zoning Matters
   c. **Possible approval and authorization for the Mayor and/or Vice Mayor in the Mayor's absence, to execute required documents to facilitate the donation of parcel 404-13-306 from Terry and Aloma Briggs to the Town of Camp Verde. Property is located in Verde Lakes on Yucca Drive** Staff Resource: Ron Long
   d. **Possible approval and authorization for the Mayor and/or Vice Mayor in the Mayor's absence, to execute both and Abandonment of Easement, and a new permanent Access Easement, to be recorded for public roadway purposes. This property is located off Industrial Drive that the Town purchased to develop and use as the Public Works yard.** Staff Resource: Ron Long.
   e. **Possible approval of Focused Future II Community and Economic Development Strategic Plan.** Staff Resource: Steve Ayers

On a **motion** by Councilor Baker, seconded by Councilor Gordon, the council unanimously voted to approve the Consent Agenda, except the item 4.b. (Friday January 22 and Wednesday January 27, 2016).

Councilor Jones-Murdock, acknowledging that the January 22 Work Session and the January 27 Session having been cancelled, requested a CIP work session be scheduled on Wednesday January 27 at 5:30 p.m. On a **motion** by Councilor Jones-Murdock, seconded by Councilor Baker, the council unanimously voted to approve the Consent Agenda, 4.b Cancelling the Friday, January 22, 2016 Work Session and setting the Work Session for CIP on Wednesday, January 27, at 5:30 p.m.

5. **Special Announcements and presentations:**
   - **Certificate of Appreciation to Mike Hough for his time serving on Board of Adjustments & Appeals**
   - **Certificate of Appreciation to Kathy Davis and Tony Gioia**

   Mike Hough, Kathy Davis and Tony Gioia could not be present this evening, therefore this Agenda Items has been moved to the February 3, 2016 Agenda.

6. **Call to the Public for Items not on the Agenda.**
   Steve Goetting addressed the Common Council advising the Chamber of Commerce would be supporting Proposition 123 and lobbying for economic development. Mr. Goetting also stated he was alarmed and disappointed with comments, opinions and attitude of the Town's Economic Development Director and Town Manager as portrayed in the Bugle newspaper article on 01/16/2016, however, with the article appearing to insult the existing local business owners, it has increased interest and involvement in the Chamber of Commerce.

   Barb Goetting addressed the Common Council advising she also is disappointed with comments, opinions and attitude of the Town's Economic Development Director and Town Manager as portrayed in the Bugle newspaper article on 01/16/2016 stating the local business owners work hard and support the local government and is hopeful that the comments stated in the newspaper article were in error.

   Alex Goetting addressed the Common Council advising that he employs 16 people, and he and his employees support the Town in a variety of ways. He also stated disappointment with comments, opinions and attitude of the Town's Economic Development Director and Town Manager as portrayed in the Bugle newspaper article on 01/16/2016.

   Marshall Nancy Gardner addressed the Common Council and introduced the new Commander for the Camp Verde Marshall's Office, Jackie MacConnell. Commander MacConnell addressed the Common Council introducing herself and giving the Council an overview of her previous experience stating she was looking forward to serving the residents of Camp Verde.

7. **Presentation by Verde River Basin Partnership, updating Council on current activities Council Discussion: THIS ITEM WAS WITHDRAWN FROM THE AGENDA and will be reset on the February 3, 2016 Agenda.**

8. **Presentation and possible acceptance of the Town of Camp Verde's FY 15 Audit.** Staff Resource: Michael Showers.
   On a **motion** by Councilor Baker, seconded by Councilor Jones-Murdock, the council unanimously voted to approve and accept the FY 15 Audit per the Comprehensive Annual Financial Report as presented by Colby & Powell, CPPA.

   Finance Director Michael Showers introduced Scott Graff, Colby & Powell CPA. Mr. Graff gave an overview of the Comprehensive Annual Financial Report (a copy provided to each Council Member and is available for public review in the Clerk's Office and the Financial Office). Mr. Graff commended Mr. Showers and the Town for receiving the Certificate of Achievement for Excellence (year end 2014), and for their fiscal responsibility and appropriate reporting. Mr. Graff addressed the pension liability (and deficit) which are now included in the Town's budget under the new reporting requirements (Arizona State Retirement and

Public Safety Employees Retirement plans), advising that all municipalities are addressing pension liability and deficit now that the information is available from retirement systems.

Public Comment: Steve Goetting requested information regarding tax revenue – specifically how much of the increase in Town revenue is generated from the new sales tax.

Michael Showers advised that the new (Town) tax increase has placed the current budget above the estimated income/revenue in the budget. Mr. Graff again complimented the Council and Finance Director, stating that good policies and procedures, and excellence in job performance by staff, has created a good audit. Councilor Jones-Murdock and Councilor Whatley thanked Mr. Graff for applauding staff, and thanked Mr. Showers for his professionalism and a job well done.

9. **Presentation followed by discussion of Buxton Company's proposal to provide retail recruitment and retention services to the Town of Camp Verde.** Staff Resource: Steve Ayers
It was the **consensus** of the Council to have the Economic Development Director research success and/or failure of this type of investment in similar Towns, and to solicit more and/or similar options for the Council to consider with respect to retail recruitment and retention, keeping in mind the Town wants to protect the existing businesses and recruit new business, while keeping the character of the Town.
Economic Development Director Steve Ayers introduced Cody Gunstenson and Robb Miller of Buxton Company.

Mr. Gunstenson presented a power-point presentation of the Buxton Company's proposal for partnering with the Town of Camp Verde for retail recruitment and retention. The Buxton Company specializes in retail recruitment and business retention specific to the needs and consumer profiles of the community.

Public Comment: Steve Goetting stated the town retained the Buxton Company in 2005, the information was "put on a shelf" as it was pre-mature for the specific needs of the Town and its' residents. Mr. Goetting stated this proposal again is pre-mature as the General Plan has not been adopted, the Hwy 260 corridor is not complete and the Town does not yet have the infrastructure need for large retail.

Council discussion: The Council acknowledged the Town is growing and the needed infrastructure to support housing and retail is moving forward. This proposal for a public/private partnership to recruit new business and retain existing business is at a cost of $50,000 per year without a guarantee. Council members stated concerns over whether the Town was ready to embark on such a large investment without the 260 corridor and infrastructure being complete. Council members acknowledged that the philosophy of the Buxton Company had changed since 2005, and that the partnership would include a manager for continued support, however, the Council stated concern over whether action on this proposal was premature requesting additional information, research and other options.

Break 8:12 p.m. – 8:18 p.m.

10. **Update by Planning & Zoning Chairperson B. J. Davis regarding the proposed General Plan, to include but not limited to the calendar of important dates, and 60 day review period.**
Planning and Zoning Commission Chairman B. J. Davis advised the Council that the Planning and Zoning Commission and subcommittees have been diligently working on the General Plan for 1 ½ years and is on schedule as planned. The first draft is available and open for public comment. The 60 day review period is open and will remain open until March 14, 2016. The Proposed General Plan is also available for review on-line. There will be many open Question and Answer sessions scheduled, with the first being this Saturday at 10 am. The Planning and Zoning Commission would like as much public comment as possible. The General Plan is intended to direct the Council and Town staff in how the Town wants to develop, or not develop, protect water rights and the river, and growth. The Focus Future document is not a part of the General Plan, however, it is an excellent tool for the Economic Development Department.

11. **Presentation and possible discussion of Quarterly Reports as presented by :**
    - **Planning & Zoning Commission**
    - **Board of Adjustments & Appeals**

    Planning and Zoning Commissioner B. J. Davis advised the Council the Planning and Zoning Commission has met regularly, and in addition to working diligently on the General Plan, several other matters and requests have been considered and the Planning and Zoning Commission has forwarded their recommendations to the Council. Mr. Davis advised the sub-committee, specifically Kathy Davis and Tony Gioia have provided unmeasurable assistance to the Planning and Zoning commission success with the General Plan.

    Mike Jenkins advised the Council the Board of Adjustment has only one session during the past quarter, with the request for a variance being recommended for approval. Currently, the Board of Adjustment will be considering two new developments in the near future.

12. **Discussion, consideration and possible approval of amendment to the Town's Salary Plan with the addition of the Visitor Center Ambassador job description.** Staff Resource: Steve Ayers/ Barbara Bridge

    On a **motion** by Councilor Gordon, seconded by Councilor Whatley, the council unanimously voted to approve the amendment to the Town's Salary Plan for the Visitor Center Ambassador job description. Economic Development Director Steve Ayers advised the Council that this Agenda item is a matter of "housekeeping" only. The Visitor Center employee's salary level and description have never been addressed or approved pursuant to Town Code (class and salary). This item has been budgeted for, will not create an increase, and will remain status quo with a portion of the Visitor Center employees being provided by volunteer services. (Historical Society).

13. **Discussion, consideration and possible approval of Resolution 2016-957, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, on a request by Mr. G. Scott Simonton, Manager of Simonton Ranch 18, LLC, owner of the un-platted Elk Creek Subdivision located in the Simonton Ranch Master Planned Community, to provide for an extension of time for the Preliminary Plat approval of said Elk Creek Subdivision. This time extension is based on the original "Development Agreement" between the Town of Camp Verde and Harvard Investments, (see attached, Exhibit "a' Development Agreement) as recorded in Book 3663, page 213 of the Yavapai County, Arizona, Recorder, under Section 8:11 as follows:**
    - **If the PAD is not approved by the Town Council, or is approved subject to conditions or stipulations not accepted by Developer, Developer shall have no obligation to construct any of the improvements provided for in the Agreement or the PAD. If market conditions and/or development financing materially change the feasibility of the PAD Plan, Developer may interrupt development until market conditions and/or development financing are again favorable, at which time continued development of the Property will be in accordance with the PAD Plan.**

    Aside from the above referenced Development Agreement, the Developer has submitted a letter dated December 8, 2015 agreeing to the following:
    - **Update the Drainage Report**
    - **Submit a copy of the recently prepared Traffic Study on Finnie Flat Road.**
    - **Make Corrections to Water and Sewer Plans caused by the construction of a sewer line through Elk Creek to serve the Verde Valley Medical Center.**
    - **Upon approval of the final plat and prior to recordation, an assurance of completion will be provided.**

    On a **motion** by Councilor Baker, seconded by Councilor Gordon, the council unanimously voted to approve

Resolution 2016-957, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, on a request by Mr. G. Scott Simonton, Manager of Simonton Ranch 18, LLC, owner of the un-platted Elk Creek Subdivision located in the Simonton Ranch Master Planned Community, to provide for an extension of time for the Preliminary Plat approval of said Elk Creek Subdivision. This time extension is based on the original "Development Agreement" between the Town of Camp Verde and Harvard Investments, as presented and with assurances as provided in the letter dated December 8, 2015.

Community Development Director Michael F. Jenkins gave an overview and history of the Simonton Ranch 18, Elk Creek Subdivision and Simonton Ranch Master Planned Community. Mr. Jenkins advised that Council approval is needed for this project to proceed. Mr. Jenkins advised that he met with the Town Attorney and Town Manager, and approval is recommended with the amendments/assurances in the letter dated December 8, 2015. Mr. Jenkins also advised that Arizona Revised Statutes require financial assurances.

Councilor Gordon stated displeasure with the Town Attorney's advice and the Town Council's actions taken in 2006 wherein the original Development Agreement and Ordinance 99-A142 was adopted, requesting staff research, draft and present a new ordinance repealing Ordinance 99-A142 and incorporating Arizona Revised Statutes §§9-1201, 1202 and 1203. The Council expressed gratitude to Scott Simonton in working with the Town to make this development successful.

14. **Call to the Public for items not on the agenda.**
Steve Goetting addressed the Council expressing displeasure with the Economic Development Department and Select Camp Verde website as he stated the Town is paying $300 per month for a website that does not work. Additionally, Mr. Goetting stated he believed in democracy and everyone has the right to vote, stating his support for the recall election.

Debbie Fenner addressed the Council advising the Pecan and Wine Festival is scheduled for March, requesting support for this event. Information (participants and volunteers are needed) is available at campverdepromotions.org

15. **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-Murdock had no report.

Councilor Baker advised the bowling tournament to benefit our veterans is scheduled for January 30, 2016 at Cliff Castle Casino.

Councilor Gordon advised that he attended a good presentation at the Verde Valley Archeological Society meeting last night. The Fire District met today and they continue to work on integration (Rimrock-Lake-Montezuma-Camp Verde) and budget issues

Councilor Whatley advised she attended the MLK march last Monday, it was well attended, and she was delighted with the presentation made by Chandler Plant (10 year old).

Vice Mayor George stated he also attended the MLK march last Monday, concurring with Councilor Whatley that it was well attended, and the presentation made by Chandler Plant was exceptional.

16. **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. Town Manager Russ Martin was not present.

Adjournment. Mayor German, with no objection from Council, pronounced the meeting adjourned at 9:08 p.m.

_____
Charles German, Mayor

_____
Virginia Jones, Town Clerk

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 Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on January 20, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2016.

_____
Lynn Riordan, Recording Secretary