MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, APRIL 20, 2016 at 6:30 P.M.

1. **Call to Order**
Mayor German called the meeting to order at 6:30 p.m.

2. **Roll Call**
Mayor Charlie German, Vice Mayor Bruce George, Councilors Jackie Baker, Carol German, Brad Gordon (who attended through conferencing), Jessie Jones-Murdock, and Robin Whatley.

Also present are Town Manager Russ Martin, Town Clerk Virginia Jones, Community Development Director Mike Jenkins, Assistant Planner Kendall Welch, Building Official Robert Foreman, Marshal Nancy Gardner, and Recording Secretary Janet E. Turner.

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

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 – April 6, 2016
      2) Executive Session – March 30, 2016 – Sealed & Confidential
      3) Special Session 5:30 p.m. – March 30, 2016
      4) Special Session 6:30 p.m. – March 30, 2016
      5) Regular Session – March 16, 2016
   b) **Set Next Meeting, Date and Time:**
      1) Friday, April 22, 2016 at 8:00 a.m. Budget Work Session
      2) Wednesday, April 27, 2016 at 6:30 p.m. Council Hears Planning & Zoning Matters
      3) Wednesday, May 4, 2016 at 6:30 p.m. Regular Session
      4) Wednesday, May 11, 2016 at 5:30 p.m. Work Session
      5) Friday, May 13, 2016 at 8:00 a.m. Budget Work Session
      6) Wednesday, May 18, 2016 at 6:30 p.m. Regular Session
      7) Wednesday, May 25, 2016 at 6:30 p.m. Council Hears Planning & Zoning Matters
   c) **Possible approval of Resolution 2016-964, A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for consideration the submission by the Marshal's Office for a GOHS (Governor's Office of Highway Safety) Grant in Arizona's 2017 Fiscal Year Highway Safety Plan. The amount of the Grant request will be $66,043.00 and is a no match Grant for the purchase of 9 in car camera equipment systems, computer server to house video evidence from the camera systems, and overtime to conduct speed enforcement details and DUI enforcement.** Staff Resource: Marshal Nancy Gardner

   Councilor Baker recognized the Marshal's Department and thanked Marshal Nancy Gardner. On motion by Councilor Baker, seconded by Councilor German, Council unanimously approved the Consent Agenda.

d) **Possible authorization given to the Mayor to execute ADOT's "Letter of Concurrence" concerning the road improvement project along SR 260 between Cottonwood (mile post 209.06) and Camp Verde (mile post 218.43).** Staff Resource: Ron Long

On a motion by Vice Mayor George, seconded by Councilor Jones-Murdock, Councilor Baker asked Vice Mayor George to revise the motion with an exception of item 4(c). Vice Mayor George amended his motion with an exception of 4(c) which was seconded by Councilor Baker, and Council approved Consent Agenda unanimously with the exception of item 4(c).

5. **Special Announcements and presentations:**
   - **Approve Proclamation declaring May as Building Safety Month**
   - **Approve Proclamation designating April 21, 2016 as PowerTalk 21 Day**
   - **Approve Proclamation designating May 15, 2016, Peace Officer Memorial Day, and the week of May 15, 2016 as Police Week.**
   - **Recognition of the following businesses:**
     - **JP Morgan Chase Bank**
     - **Valentino Commercial Ref**
     - **YESCO LLC**
     - **HMW Holdings LLC**
     - **Quintus Inc.**

Mayor German announced and proclaimed May as Building Safety Month; announced and designated April 21, 2016, as PowerTalk 21 Day; announced and designated May 15, 2016, as Peace Officer Memorial Day and also designated the week of May 15, 2016, as Police Week.

Mayor German stated there have been 3,029 business licenses issued in Camp Verde and that he paid a personal visit to Quintus, Inc., to recognize Dick Cook, owner of Quintus Inc., whose business license #109, which obviously dates way back, and thanked him for making such a big footprint on Camp Verde. Mayor German then recognized and presented a plaque to each of the following businesses:

- JP Morgan Chase Bank, recognized as "key to our success as a community," was accepted by Char Robinson, Manager, Chase Bank Camp Verde
- Valentino Commercial Ref, recognized for long-time service to Camp Verde, was accepted by owner Mr. Valentino Cisneros.
- YESCO LLC, License #0148, was accepted by Jake Winklepleck, Region Sales Manager, who notably came down from Flagstaff to accept the recognition award
- HMW Holdings, Inc., License #0173, was accepted by Charlie and Nancy Wagner.

Mayor German also announced that the applicant withdrew Agenda Item 11.

6. **Call to the Public for Items not on the Agenda.**
None.

7. **Public Hearing and possible approval of a Series 13 – Farm Winery Liquor License for Valerie Lynn Wood/Heart Wood Cellars LLC. Located at 4626 Old Highway 279-Camp Verde. AZ.** Staff Resource: Virginia Jones

On motion by Councilor Baker, seconded by Vice Mayor George, the Council unanimously voted to approve a Series 13 Farm Winery Liquor License for Valerie Lynn Wood/Heart Wood Cellars LLC, located at 4626 Old Highway 279, Camp Verde, AZ.

Town Clerk Virginia Jones commented that the paperwork had been filed with the Alternating Proprietorship license but due to a clerical error, did not get on the agenda in a timely manner. Jones confirmed that all paper work was complete and the Town has received no comments or concerns.

Comment from Applicant
Daniel Wood thanked the Town staff and Council for their support.

Public Hearing Opened and Closed
There were no public responses in favor or against and Mayor German declared the public hearing closed.

8. **Public Hearing and possible approval of a Series 20-Alternating Proprietorship Liquor License for Keenan Maynard James/Caduceus Cellars LLC at 4626 Old Highway 279 Camp Verde, AZ.** Staff Resource: Virginia Jones

On motion by Vice Mayor George, seconded by Councilor Baker, the Council unanimously voted to approve a Series 20 Alternating Proprietorship Liquor License for Keenan Maynard James/Caduceus Cellars LLC located at 4626 Old Highway 279 Camp Verde, AZ

Staff Comments
Town Clerk Virginia Jones commented that the application had been properly posted and no complaints or comments had been received.

Comment from Applicant
Caduceus Cellars Manager Chelsea addressed Council on behalf of the applicant and thanked them for their support.

Public Hearing Open
Daniel Wood addressed the Mayor and Council in support of approving the application and expressed his thanks to Keenan James.

There were no further comments for or against and Mayor German closed the public hearing.

9. **Discussion, consideration and possible approval of restructuring the job descriptions in the Parks & Recreation Department. Adding the titles of: Parks & Recreation Division Manager, Parks & Recreation Coordination and Parks & Recreation Leader. These positions will replace Parks & Recreation Director, Recreation Supervisor and Special Events Coordinator.** Staff Resource: Russ Martin.

On motion by Vice Mayor George, seconded by Councilor Baker, the Council unanimously approved to accept restructuring the job descriptions in the Parks & Recreation Department. Adding

the titles of: Parks & Recreation Division Manager, Parks & Recreation Coordination and Parks & Recreation Leader. These positions will replace Parks & Recreation Director, Recreation Supervisor and Special Events Coordinator.

Town Manager Russ Martin commented there is a new of brand of folks who will be leading the Camp Verde Parks & Recreation division and restructuring these job descriptions and titles are the minor changes they wanted to make. Mr. Martin advised that making this move was a result of the Council's effort towards development of the sports complex. He also advised that Parks & Recreation Director Mike Marshall will be promoted to Division Manager, which will effectively remove stuff from his plate, and the Town will open the Director position to the public if this item is approved which will enable Mike to reflect on what needs to be accomplished with the park.

Vice Mayor George stated he was not in favor of promoting Mike because of his good work in his current position and expressed concerns about how to replace Mike.

10. Public Hearing, discussion and possible approval (or denial) of an exception waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC) to the Town of Camp Verde Engineering Standards for a rural road section utilizing Standard 512D Requirements (Road Development Standards) for the proposed Castle Heights subdivision as located on assessor parcel 404-18-181E and is adjacent to Arena Del Loma.

On a motion by Councilor German, seconded by Vice Mayor George, Council voted to approve an exception/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC) to the Town of Camp Verde Engineering Standards for a rural road section utilizing Standard 512D Requirements (Road Development Standards) for the proposed Castle Heights subdivision as located on assessor parcel 404-18-181E and is adjacent to Arena Del Loma with the following condition of approval:

- That if this exemption/waiver to the Town's adopted "Engineering Standard 512D (Road Development Standards)" requirement, per the Town's Engineering Standards, is approved (in its original or any modified form) by the Town Council then, the applicant is to place a statement on the Preliminary & Final Plats for the Castle Heights Subdivision that gives the date of Council approval and the exception/waiver granted and a Road Cross Section Detail showing all road improvements as approved by the Town's Public Works Director. Vote passed 5-2 with Whatley and Gordon opposed.

Staff Presentation

Community Development Director Mike Jenkins summarized the information in the packets provided in advance to each Council member. He highlighted that if the applicant wants to get an exception waiver to construction design standards, he needs to request that in writing—which the applicant had done—and then it is brought as a separate agenda item to the Council. He noted that the county engineer Public Works Director presented a letter, which is Exhibit B in the information packet, that explains this item and being in full agreement of the revisions for the preliminary plat and rural road section, which eliminates the gutter and sidewalk but requires paved roadway with a thickened road edge. Mr. Jenkins also noted that Town Ordinance states that any new road in Camp Verde is required to have gutter, curb, and sidewalk unless waived by Council.

Call for Applicant's Statement
Applicant John Bassous addressed the Mayor and Council stating that countless hours have been spent on this project and, "Here we are two years later." He expressed his belief that having been in the community for 30 years qualified him to be a local, and that throughout those 30 years he has been involved in a variety of projects and has seen Camp Verde grow, has been through a few recalls, and a lot of political stuff with the Town. He cited the wisdom garnered over these 30 years identified a definite underlying that what people desire in Camp Verde is a rural atmosphere which doesn't mean no indoor plumbing, but rather low density. He said that the driving force when they acquired the property was to keep it rural, not a main thoroughfare, and that each parcel has 1.6 acres and noted that there are very few parcels left in this area with these features. He pointed out that the road section was actually defined by the Town and he wants to make sure that the parcels these roads serve are adequate, but at the same time allows for privacy on those 1.6 acres, proper drainage for the next section, allows them to have animals, and so on. He ended his comments stating, "All we're saying is we want an environment that enjoys privacy and luxury of larger parcels."

Call for Comments from Other Persons (either in favor or against)
Rob Witt addressed the Mayor and Council in support of the project as a "most favorable subdivision," mentioning previous subdivisions such as Fort Lincoln and Sierra Lane where there is not much vacancy, and "characteristic of all of them is that we're not in the big city." He reminisced living in Phoenix in 1987 and how he rode his bike all the time through the 1980's with no problem but something happened in 1995-96 when the temperatures suddenly didn't get below 100 degrees anymore and it was believed to be caused by all the concrete in high density tract housing subdivisions. Mr. Witt stated he is "very much in favor of this project."

Nathan Jackson addressed the Mayor and Council in support of the project stating he has been here for 43 years and that this is the first non-irrigated property he's really interested to see and that it will be a pleasure to have it.

Pete Roulette, a local realtor, addressed the Mayor and Council stating he is in favor of the rural roads and that the area they live in there is a desperate need for the lots to sell and there are people that desire to live in Camp Verde. He concluded his remarks with, "Thanks. Don't slow it down."

Rob Harris addressed the Mayor and Council in support of the project, noting that it is well laid out and a nice subdivision compared to some recently; not jammed up and not a fire hazard.

Public Hearing Closed

Call for Council Discussion (may ask questions of applicant)

Councilor Gordon stated he had no problem with the road issue but expressed a drainage preference for a ribbon curb. He said he had no problem with the thickened edge but expressed concern that they were asking the Town to take on the maintenance for them and that a ribbon curb would last longer than a thickened edge, which was his preference.

Mayor German asked Mr. Bassous for a response. Jim Dunning, engineer, responded and explained that they had taken a look at the drainage issue and how it was actually pretty challenging because, "We're taking water from the north national forest going on." He said they had looked at other options and the rural option fit their drainage properly. He noted that the flow on that road, which has a 5% grade, is not much and there was a ditch across the pavement area and water cascading from forest land, so they were conveying onsite/offsite water in these ditches and would prefer to put in a road section with a thickened edge because of the velocities they are dealing with. He added that it is not an arterial road so there is not much traffic, cross traffic, or traffic on shoulders which is what led them to decide against ribbon curbs, which would be an extraneous design issue they had not planned on doing.

Mayor German interjected and stated he had talked to Deputy Public Works Director Troy Odell and Troy was very comfortable with the design of this and that it was a real nice situation there and didn't feel like the additional armoring was inadequate at all.

Councilor Whatley questioned the waiving of the requirements and expressed her concerns.

Councilor German commented that in high density conditions such as The Cliffs where you have concrete curbing, sidewalks, and x-number of houses in that topography, the rain causes a lot of problems. She stated she believed John had solved those problems in the design with the rural area, size of properties, which all fits with something we have and that he has taken care of these issues in this instance, but added that the Town may want to reconsider for higher density area projects.

Councilor Whatley questioned if that was true; if there was anything in the ordinances that mentioned higher density plans and then emphatically stated no, there's nothing, it just says all new construction. It doesn't say low or high destiny and suggested that maybe that needed to be added to the ordinance.

11. **Public Hearing, discussion and possible approval (or denial) of an exception/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the adequate fire flow requirements for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma.** Staff Resource: Mike Jenkins

Mayor German indicated this item had been removed at the request of the applicant.

12. **Public Hearing, discussion and possible approval of Resolution 2016-956, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona; approving preliminary Plat 20150392 for the purpose of developing the "Castle Heights" subdivision, which is a twelve (12) lot, residential subdivision, located on parcel 404-18-181E, near the intersection of North Arena Del Loma Road and North Montezuma Castle Highway that consists of approximately 20.92 acres.**

On a motion by Vice Mayor George, seconded by Councilor Jones-Murdock, Council voted to approve Resolution 2016-956, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona; approving Preliminary Plat 20150392 for the purpose of developing the "Castle Heights" subdivision, which is a twelve (12) lot, residential subdivision,

located on parcel 404-18-181E, near the intersection of North Arena Del Loma Road and North Montezuma Castle Highway that consists of approximately 20.92 acres to include the exception/waiver allowing for a rural road section, and to require the developer to meet all other adopted development standards including adequate fire flow requirements.

Council emphasized that in the final plat there must be adequate fire flow and design standards. Voting "Aye" in favor of approving the motion were Mayor German, Vice Mayor George, and Councilors Baker, German, Gordon, and Jones-Murdock; Councilor Whatley voted "Nay", not in favor. Motion passed by majority vote.

Mayor German asked Mr. Jenkins if there were any concerns about Item 11 being pulled.

Mr. Jenkins replied there might be, then added that Council approval shall specify at the time and suggest condition(s) of approval. He noted that all other items have been met per Page 12 of the staff report; the three items listed have been corrected on the preliminary plat and preliminary grading and drainage sheets.

Call for Applicant's Statement
Mr. John Bassous stated his desire was to maintain the beauty of the views, the uniqueness of property, the natural contours, and to create a development that doesn't disturb what's there, and after conferring with numerous community leaders and individual citizens seeking their input to determine how the property would best work, this is the design they came up with.

Mr. Bassous expressed his appreciation of the comments by Council Members. He noted that his project was taking on a lot of the liability that actually existed for the Town regarding drainage and while it cost a lot of money, they were happy to do that because in the end it will benefit community. Regarding the road section, he agreed with Mayor German and noted that it was actually designed by the Town and that while they were simply complying, the roads actually met and exceeded the Town's standards and he pointed out that currently Arena Del Loma does not meet the standards. He remarked that, "If we're working with you, we're a mini street department," and explained that there's been a tremendous amount of engineering that's gone into the planning as they questioned how they could imitate what was next door. Rather than tract homes they decided on custom homes which they believe will be a prized area and people will speak highly of it as they do about Jordan Meadows. He added that the project will create a tremendous economic engine for the Town requiring 364 people of which over 350 live in this Town at a cost of $8 million that will get circulated in Camp Verde, which is more construction dollars developed than the medical center and the library combined, so it will have a huge impact, will increase the value of those neighbors next door, increases community, and it preserves the pristine peace there.

Mr. Bassous stated the intent is to have nice homes and a welcoming environment as people drive from the Interstate coming into town, and with this type of development it will draw other developers and who knows, "maybe we can buy a pair of shoes in this community." He thanked the Mayor and Council and stated he appreciated them taking a look at this and looked forward to what they came up with.

Call for Comment from Other Persons (either in favor or against)
There was no public input.

Public Hearing Closed
Call for Council Discussion (May ask questions of applicant)

Councilor Whatley wondered how it was possible to approve the Plat when Item #11 had not been approved and asked what was being done about fire suppression. She asked how the Council could approve a Plat without a discussion on Item #11, which had been pulled.

Mayor German explained that this was a preliminary approval and that the applicant no longer is requesting a waiver for fire suppression and they will have to provide adequate Fire suppression on the final plat.

In response to Councils question, Jenkins explained that Council could request preliminary plat design issues up front. Jenkins stated said it was a fair question to the developer on what he thinks he might do to fix the fire suppression issue and that the developer will not be able to do anything until the final plat is fleshed out. After the preliminary plat is approved, their next step is to go to the final plat and they have to provide an improvement plan in which water, fire flow, and all those issues have to be addressed and if not addressed, then it doesn't move forward.

Mayor German pointed out that if they get approval it was incumbent upon them—okay, we're approving this, but these are standing items—but it still leaves the applicant in the dark, so it was up to staff to give a clear picture of what's being approved and what remains to be addressed.

In response to questions regarding the 100 year water supply Jenkins stated that will be addressed in the final plat.

Councilor Jones-Murdock asked for clarification and if they could approve the preliminary plat, not the final plat, with conditions and whether approval/denial of waiver for Item #11 was a condition to Item #12, and whether they could they approve Item #12 and come back to Item #11 in the future.

Mr. Jenkins indicated she was correct and that they take all the conditions and attach them to the final plat.

Councilor German suggested there must be a reason that Item #11 was pulled and suggested a work session with the Fire Department and sit down for more discussion. She said a house on 1.6 acres with water not in close proximity bothered her, that they were talking about different things, and a house being built on 1.6 acres in rural areas with new materials that are fire-retardant—she would like to have a work session with staff, the developer, and the engineer and just really discuss the issue(s). She asked if this excluded the developer from coming back and asking for the waiver in the future, that it just postpones – correct?

Mr. Jenkins stated that this was the developer's one chance to ask for a waiver.

Councilor Gordon commented that it was suggested that Council, engineer, and developer meet but pointed out it's the Engineering Dept.'s responsibility, not Council's.

Councilor Jones-Murdock asked for clarification that there is no request for a waiver, so we shouldn't be talking about a waiver anymore – correct? And that right now the developer knows he needs address the fire flow requirements but we can approve the preliminary plat.

Mr. Jenkins replied that the developer's engineer can design approved requirements for the final plat.

Call for Staff Comments
Mr. Jenkins noted that the developer's letter to pull Item #11 came to the Town Clerk at 4:06 p.m. He added that they needed to make sure they took out any added requirements and allowed for urban road design and adequate fire flow in the motion.

13. **Discussion, consideration and possible direction to staff relative to proposed legislation by the 52nd State Legislature during its second regular session that convened on January 11, 2016.** Staff Resource: Russ Martin

Town Manager Russ Martin updated Council that other than negotiating the budget not much was happening right now. He noted they are working on a proposal is trying to take a proposal of folks working on the budget to put back $108 million, which is essentially what they take for roads, and put it back in as a one-time, if you will, good gesture, back to the municipalities—a minor win, not permanent, but at least a minor win. He said that is all he knows about the budget as far the Town was concerned and remains in a wait and see mode.

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

14. **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 Whatley — Nothing to report.

Councilor Gordon — Nothing to report.

Vice Mayor George — Attended the Verde Valley Homeless Coalition meeting on April 7 and reported that people are in desperate need. He plans to find out more about this and that everyone is welcome to attend. Yesterday he attended a presentation, "Where Are We Now and Where Are We Headed," conducted by a meteorologist from the University of Arizona. What was touted as being the Godzilla of all El Niño's late last year was a bust. Arizona is in a prolonged drought and we need to live accordingly.

Councilor Baker — Nothing to report, but expressed a desire to have the information mentioned Vice Mayor shared, she would like a copy.

Councilor Jones-Murdock — Nothing to report.

Councilor German — Attended the Marshal's Office open house and previewed the new equipment for dispatch which is ergonomically correct and commented it's all very nice. Attended Yavapai College Board meeting yesterday where they discussed the preliminary budget for the next fiscal year; it was a typical board meeting. German provided a copy of the Yavapai College agenda packet to Town Clerk Virginia Jones.

Mayor German — Nothing to report. He commented they still haven't heard from the Corps of Engineers regarding the habitat area, but noted they haven't said "No" either.

15. 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.

Town Manager Russ Martin reminded everyone about Coffee with a Cop coming up April 25.

Mr. Martin said he is waiting with bated breath on the franchise agreement for next week's Agenda and that it will be a tight crunch to pull it off to have enough time to review, have Council review, and to provide commentary to assist Council, but hoped that maybe they could close this book in the next week or so. They will keep Council informed and will do their best to afford Council adequate time to prepare for it. He stated they have not yet received it; the water company thought it would happen two days ago but are still waiting on their attorney to produce it.

He updated the Council that his mother is home safe now.

Mr. Martin also gave a reminder that Tuesday, May 10, is an all staff meeting and that afternoon is open enrollment for health insurance. He added that they may need some help in setting that up and will let the Mayor know.

16. Adjournment

Mayor German, with no objection from Council, pronounced the meeting adjourned at 8:01 p.m.

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Charles German, Mayor

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Janet E. Turner, 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 Council Hears Planning & Zoning Matters by the Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on April 20, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this_____day of _____,2016

_____

Virginia Jones, Town Clerk