

**DRAFT MINUTES**  
**TOWN OF CAMP VERDE**  
**REGULAR SESSION**  
**MAYOR AND COUNCIL**  
**473 S MAIN STREET, SUITE 106**  
**WEDNESDAY, MAY 18, 2016 at 6:30 P.M.**

1. **Call to Order**

Mayor German called the meeting to order at 6:30 p.m. He also called attention to the notice on the Agenda that stated if you want to speak during the "Call to the Public for Items NOT on the Agenda" Please complete the Request to Speak Form. He then directed those wishing to speak to fill out the Request to Speak Form and submit it to the Town Clerk and she will give it to the Council.

2. **Roll Call**

Mayor Charles German, Vice Mayor Bruce George, Councilors Jackie Baker, Carol German, Brad Gordon, and Robin Whatley. Councilor Jessie Jones-Murdock was absent.

**Also Present:** Town Manager Russ Martin, Marshal Nancy Gardner, Community Development Director Michael Jenkins, Director of Public Works Ron Long, Town Clerk Virginia Jones, 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) Special Session – April 29, 2016
- 2) Executive Session – April 29, 2016 (recorded)
- 3) Special Session – May 4, 2016
- 4) Executive Session – May 4, 2016 (recorded)
- 5) Regular Session – May 4, 2016

b. **Set Next Meeting, Date and Time:**

- 1) Wednesday, May 25, 2016 at 6:30 p.m. – Council Hears Planning & Zoning Matters
- 2) Wednesday, June 1, 2016 at 6:30 p.m. – Regular Session
- 3) Wednesday, June 8, 2016 at 5:30 p.m. – Work Session
- 4) Wednesday, June 15, 2016 at 6:30 p.m. – Regular Session
- 5) Wednesday, June 22, 2016 at 6:30 p.m. – Council Hears Planning & Zoning Matters

c. **POSSIBLE ACCEPTANCE OF OFFER FOR THE PURCHASE OF TOWN OWNED PROPERTY PARCEL 404-02-172 A VACANT RESIDENTIAL PROPERTY AT APPROXIMATELY 1000 S MCCRACKEN LANE AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY TO COMPLETE THE SALE OF THIS PROPERTY.** Staff Resource: Russ Martin

Manager Martin requested item 4c be pulled from the Consent Agenda for an explanation.

On a motion by Vice Mayor George, seconded by Councilor Baker, Council unanimously approved items 4a and 4b of the Consent Agenda.

Town Manager Russ Martin stated he would like to apologize to Councilor German for becoming defensive during a phone call he had with her earlier in the day regarding the property. Mr. Martin provided the Council

with a reminder about the bid process dating back to 2012 for the sale of various properties. He explained that during that process the Town did not receive acceptable bids. He informed Council that an offer of \$75,000 has been received on the property, and the buyer has requested a survey, which has been provided. Mr. Martin emphasized this agenda will authorize the Mayor to move forward with the sale.

On a motion by Councilor German, seconded by Councilor Baker, the Council unanimously approved authorization for the Mayor to execute all documents necessary to complete the sale of the property.

**5. Special Announcements and presentations:**

There are no Special Announcements.

**6. Call to the Public for Items not on the Agenda.**

None.

**7. Presentation and update by Yavapai County Assessor Pamela J. Pearsall, regarding but not limited to information about the Property Tax Assistance Programs in Arizona offered through the Assessor's Office.**

Yavapai County Assessor Pamela Pearsall addressed the Council to provide information regarding two programs that could help constituents with their property taxes—the Property Tax Exemption program and the Senior Property Valuation Freeze program. Ms. Pearsall pointed out that eligible individuals could qualify for both programs.

The Property Tax Exemption for the 2016 tax roll deadline has been extended to July 15, 2016, and is open to eligible widows, widowers, disabled persons, and non-profit organizations. Ms. Pearsall reviewed the guidelines for each program and recommended calling the Yavapai County Assessor's Office for further information.

The Senior Property Valuation Freeze program's deadline is September 1, 2016. Ms. Pearsall pointed out that this is not a tax freeze and that taxes will continue to fluctuate in accordance with rates. The senior freeze allows homeowners age 65 and older to freeze the taxable value of their residence at the 2016 amount for a period of three years. Qualified owners must bring their supporting documentation to either the Prescott or Cottonwood office for verification.

Vice Mayor George commented that he helps seniors with their taxes through AARP and asked about e filing. Ms. Pearsall replied that is not yet available, but they are working toward it. Councilor German questioned if the County was moving toward paying taxes online. Ms. Pearsall stated that fell within the purview of the Treasurer, but believed the Board of Supervisors was moving toward that.

Mayor German thanked Ms. Pearsall for sharing the information about these programs.

**8. Presentation and update by Ken Zoll regarding the Verde Valley Archaeology Center to include but not limited to progress regarding the property and building plans.**

Mr. Ken Zoll, Executive Director for the Verde Valley Archaeology Center provided Council with the Center's annual report as required under the terms of the lease for the Center's building at 385 S. Main Street. Mr. Zoll stated that the past fiscal year (July 2015 – June 2016) had been among their most eventful, productive, and beneficial year to date. (A copy of his report is attached to the minutes and become a permanent part of the record).

Councilor Gordon said he was excited about what was going on at the Center. Mr. Zoll stated they are still going through their conceptual plan and might reduce the size of some buildings in an effort to reduce costs,

but that they do have the money for the trail, signs, and benches so those items could possibly be completed before next summer.

Councilor Baker expressed her thanks to Mr. Zoll and stated that from the very beginning the Center is becoming what they had imagined. She noted that Mr. Zoll put tremendous work into this and thanked him and his Board. Councilor German also thanked him for his hard work and for staying committed to Camp Verde.

9. **Discussion, consideration, and possible approval to hire Cannon Consultants, LLC to prepare a feasibility study with cost estimates for the purchase, design, and construction of a replacement bridge for the original steel truss Black Bridge for the purpose of utility placement and pedestrian use.** Staff Resource: Ron Long

On a motion by Councilor Baker, seconded by Councilor German Council moved to approve the hiring of Cannon Consultants, LLC, to prepare a feasibility study with cost estimates for the purchase, design, and construction of a replacement bridge for the original steel truss Black Bridge for the purpose of utility placement and pedestrian use at a cost of \$11,900. Councilor Whatley and Vice Mayor George vote "Nay"; the motion passed.

Public Works Director Ron Long stated that the bridge being discussed is not a replacement bridge for the original Black Bridge that was built around 1908, and he provided an explanation of how this item came to be in front of the Council tonight.

Mr. Long stated that Unisource (UNS) and the Water Company have approached him regarding the possibility of hanging their utilities from the current bridge and that UNS had considered boring under the river but found it expensive. Mr. Long stated that using the current bridge is not practicable for utilities due to possible flooding.

Mr. Long advised Council this would not be a replacement for the current bridge, it would only be used as a pedestrian bridge and to service utilities.

Mr. Long stated that they have been looking at bridges for 4-5 years and that many cities are selling them, particularly in the Midwest, but they are quite expensive with costs exceeding one million dollars. The buyer must then remove all lead paint, obtain an engineering report that states the bridge is strong enough for the intended purpose and then arrange shipping.

Mr. Long stated that the bridge they have in mind is an Arizona bridge from SR 260 that was inspected and removed by Cannon Consultants, LLC, who also removed the lead paint. The bridge is in six 80-foot sections and the Town would need four sections to span the Verde River. He also stated the bridge is 14 feet wide. At a cost of \$40,000 per section, the Town would need \$160,000, which includes shipping. Mr. Cannon has done bridgework for decades, wrote a book on Arizona bridges, and tries to find homes for these bridges in Arizona.

Mr. Long explained the feasibility study would enable them to look at the Verde River, where the piers would go, determine if it could feasibly be done, and what the costs would be. The study will provide a concept level of planning in engineering and a good estimate of costs; the structure will be \$160,000 plus piers, etc.; he estimated probably close to a million dollars. He added that he is looking for grants and that having a completed study would be very beneficial to acquire grant funds. The study would cost \$11,900.

Council questioned how long the study would take and if HURF (Highway User Revenue Funds) funds could be used. Long advised approximately 3 months and the money could come from HURF.

Council discussed the possibility of the utilities investing in the study and the cost of the bridge. Long stated

he has spoken with them previously, but did not get a commitment, stating he is willing to sit down with the utilities and ask if they could commit and contribute to putting the bridge up.

Councilor German asked for clarification that if utilities were not safe to put under the bridge, then how they would be put on this other bridge. Mr. Long replied that at the same elevation of the road, not hanging underneath, the pipes would be higher and more protected.

Councilor Whatley commented that it would be nice to get water, sewer, and natural gas services and pointed out that the Town owned the land on the other side as well and it would be nice to have a trail. However, she was concerned what the study would show and the projected million dollars total cost and expressed her preference to have the Town meet with the utilities before conducting the study.

A majority of Council agreed that at some point in time, it will be necessary to expand sewer and water to the other side of the river and eventually the Town would probably own the water company. Mr. Long explained that asking for grants without a study is not easy, whereas having the study and being able to state exactly what is needed increases the odds to securing grants.

Council agreed that the Verde River has been a major barrier; the Town already owns the sewer and the ability of having septic systems come off the grid and connect to sewer would be a favorable environmental impact and open avenues for other possible grants.

**Public Comment:**

Mr. Brandon Harmon stated he is an IT professional and that internet service is another utility that has a higher priority than it used to be. Councilor Gordon then asked Mr. Long if fiber optics were being laid to the library and Mr. Long replied that it is already in place through CenturyLink. Mayor German added that broadband was now available from I-17 to Flagstaff.

There was no further public comment.

On a motion by Councilor Baker, seconded by Councilor German Council moved to approve the hiring of Cannon Consultants, LLC, to prepare a feasibility study with cost estimates for the purchase, design, and construction of a replacement bridge for the original steel truss Black Bridge for the purpose of utility placement and pedestrian use at a cost of \$11,900. Councilor Whatley and Vice Mayor George vote "Nay"; the motion passed.

10. **Review and update of Mining Use Permit 20150033 on the westerly side of State Route 260 and milepost 214.27 on parcels 403-15-002Z & 003J.** Staff Resource: Mike Jenkins

Community Development Director Mike Jenkins addressed the Council stating a little over a year ago they had approved a mining use permit and that once permission was approved the entity had a one-year period to get all the engineering approved by the required state, federal, mining, and other agencies that have to do with mining. The actual anniversary date of the use permit and property was May 5, 2016, and on May 3 staff had determined that everything required was as the ordinance required so the owner was permitted to move forward,

Mr. Jenkins stated that Council is required to review this on an annual basis so staff will be coming to Council to give an update for the next nine years. Jenkins stated the owner was present tonight, Mr. Dugan McDonald. Mr. McDonald approached the podium and thanked the Council and staff for their contributions. Councilor Gordon asked if he had contracts for the 260 project. Mr. Dugan replied that none of the contracts have been issued yet but that he was confident they would get them.

**11. Call to the Public for items not on the agenda.**

None.

**12. 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.

- **Mayor German** attended the American Legion's Law Enforcement Memorial Day ceremony held Sunday, May 15. He said so many positive comments were received from officers in attendance and were excited this was done and looking forward to next year.
- **Vice Mayor George** attended the Budget Open House and the American Legion's Law Enforcement Memorial Day ceremony.
- **Councilor Baker** attended the Budget Open House and commented it was a great thing the Finance Director put on and thanked the staff. She also attended the Discovery Channel trip commenting that it was wonderful, very interesting and breathtaking; also attended the American Legion's Law Enforcement Memorial Day ceremony stating, "It made all of us cry with all the flags in the parking lot."
- **Councilor German** attended Main Street for Businesses put on by the students, which was excellent, and KKRD was there with their music. She said the event was well done and it was a joy to be there. She attended a public hearing on the budget, there were good comments, every department was there, and she is sure future attendance will grow. German stated she also attended the American Legion's Law Enforcement Memorial Day ceremony honoring all public safety officers, the bagpipes played taps and "Amazing Grace," and she felt it was a super thing put on and lots of good food, too. Councilor German mentioned there is an article in the paper that Yavapai College now has a questionnaire online and urged everyone to please go online and complete the survey and let them know what we really want. It is only five questions and our opportunity as citizens to tell Yavapai College what we want for the Verde Valley.
- **Councilor Gordon** attended the Budget Open House; attended a farewell for Marshal Officer Jennifer Zwak who is leaving to take a position at Yavapai College in Prescott; attended Discovery Channel field trip, lunch, and got a royal tour.
- **Councilor Whatley** had nothing to report.

**13. 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 notified the Council that the nominating period is now open to nominate businesses that ought to be honored for beautifying our community. To nominate a business simply send him an email stating why you think a business ought to be nominated; businesses will be honored at the first of July meeting.

- **Response to Council regarding Call to the Public Comment from previous meeting.**  
None.

**14. Adjournment**

Mayor German, with no objection from Council, pronounced the meeting adjourned at 7:51 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 Regular Session by the Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on May 18, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016

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Virginia Jones, Town Clerk