**MINUTES**
**REGULAR SESSION**
**MAYOR AND COUNCIL**
**473 S MAIN STREET, SUITE 106**
**WEDNESDAY, AUGUST 17, 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**
   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 Jessie Jones-Murdock, Councilor Brad Gordon, Councilor Jackie Baker and Councilor Carol German.

   **Also Present**
   Town Manager Russ Martin, Economic Development Director Steve Ayers, Economic Development Specialist Sebra Cho, Economic Development Intern Harriet Bui, Marshal Nancy Gardner, Parks & Recreation Manager Mike Marshall, Streets Superintendent Stacy Perry, Contract Drafter M. E. Manning, Deputy Clerk Barbie Bridge and Recording Secretary Jennifer Shilling.

3. **Pledge of Allegiance**
   The Mayor led the Pledge Of Allegiance.

   Mayor German took a Moment of Silence in memory of Bob Burnside.

4. **Consent Agenda –** *All the 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 –August 3, 2016 at 8:00 a.m.
      2. Executive Session – August 3, 2016 at 8:00 a.m. (Sealed).
      3. Regular Session-August 3, 2016 at 6:30 p.m.
      4. Special Session – August 5, 2016 at 8:00 a.m.
      5. Executive Session – August 5, 2016 at 8:30 a.m.(Recorded and Sealed)
   b) **Set Next Meeting, Date and Time:**
      1. Wednesday, August 24, 2016 at 6:30 p.m. Council Hears Planning & Zoning Matters-**CANCELLED**
      2. Wednesday, September 7, 2016 at 6:30 p.m. Regular Session
      3. Wednesday, September 14, 2016 at 5:30 p.m. Work Session/Possible Special Session-canvass vote.
      4. Wednesday, September 21, 2016 at 6:30 p.m. Regular Session
      5. Wednesday, September 28, 2016 at 6:30 p.m. Council Hears Planning and Zoning Matters
   c) **Possible approval and re-appointment for Harry E Cipriano, as Assistant Magistrate for Camp Verde Municipal Court for a two (2) year term, effective September 1, 2016 and setting an hourly pay rate of $38.00 per hour on an as need basis with a three (3) hour minimum.** Staff Resource: Paul Schlegel and Russ Martin.
   d) **Possible approval and authorization to execute FY 2016-2017 Intergovernmental Agreement between Yavapai County Flood Control District and the Town of Camp Verde in the amount of $75,000.00** Staff Resource: Ron Long
   e) **Possible approval of proposed drainage work at Verde Lakes Subdivision prior to Chip Seal Paving Project in late September. Work proposed will provide much needed drainage through the subdivision**

**within rights-of-way and drainage easements. These drainage improvements take care of some of the drainage problems within Verde Lakes previously discussed with Council. Amount of Job Order Contract quote from McDonald Brothers Construction, Inc. totals $84,468.95.**

f) Councilor Baker stated the August 5th meetings should say *Friday, August 5th* and not *Wednesday, August 5th*. **Motion** was made by Councilor George to approve the Consent Agenda. Second was made by Councilor Gordon. Council unanimously approved the Consent Agenda.

5. **Special Announcements: Presentation of Proclamation declaring August 21-27, 2016 as Employer Support of The Guard and Reserve Week.**
Mayor German read the proclamation aloud. Luke Sefton a volunteer for ESGR explained what the duties of the Guard and Reserves are and expressed his gratitude to the Town of Camp Verde for their support.

6. **Call to the Public for items not on the Agenda:**
Steve Ayers introduced Harriet Bui to the Council. Ms. Bui is an intern in the Economic Development Department and is associated with Item 10 on the agenda but is unable to stay for the meeting. Ms. Bui gave a brief background of her history, experience and education.

**David Boily** invited the Council to attend the ground breaking for the Verde Valley Military Service Park at 1:30 p.m., Wednesday, August 24, 2016 at Garrison Park. Mr. Boily also reported there will be a bronze of a police K9 placed at the park.

**David Boily** also pointed out the gymnasium has a new floor and bleachers but still has an old roof. Mr. Boily asked when the roof was going to be replaced. He also pointed out that there is a big room in the gymnasium that could be converted and used as a community room.

7. **Discussion, consideration and possible approve of Resolution 2016-962, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting approving the application for motorized and non-motorized program Grant.**
Mike Marshal reviewed the grant and stated this will actually be a non-motorized trail, that the motorized wording was a component of original grant. Construction is set to begin in the spring. Councilor German congratulated Mr. Marshal for the work on getting the grant and the work being done with the trail. Councilor German asked how they would keep motorized vehicles out of the trail area. Mr. Marshal stated there will be signs up and eventually a gate will be installed.

**Motion** was made by Councilor German to approve Resolution 2016-962, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting approving the application for motorized and non-motorized program Grant. Second was made by Councilor Whatley. **Motion** carried unanimously.

8. **Discussion, consideration and possible authorization for staff to begin a period of public outreach to seek entries to rename the Community Park located off Route 260.**

Michael Marshal would like to do some public outreach to get the community involved with naming the park. Councilor George asked if he had a way to approach businesses to ask if they would like to donate money for naming rights. Mr. Marshal said it was always a possibility but will be up to the Council for the final decision. Mr. Marshal stated he would mention it in the article for his outreach. Councilor German thinks it is a great idea to get the community involved because the park is part of the community. The Public had no comment.

**Motion** made Councilor George authorizing staff to begin a period of public outreach to seek entries to rename the Community Park located off Route 260. Second was made by Councilor German. **Motion** carried unanimously

9. **Discussion, consideration, and possible award of Bid 2016-16 for the Fiscal Year 16-17 Chip Seal Pavement Project to Earth Resources Corporation in the amount of $395,675.99.**

Russ Martin gave the floor to Streets Supervisor Stacie Perry. Mr. Perry gave a presentation on the chip seal project. He stated he kept the areas small to keep the cost to a minimum and there are seven areas in total. They would start at the first area, which has had the least amount of maintenance over the years, work through the rest of the areas and then start over again. Councilor Baker asked about drainage issues/flood issues is this going to help solve the issues after the repairs are made. Mr. Perry said any repairs should help unless a significant amount of rain falls. Roads will only improve from here. Councilor George likes the concept of dividing it into seven areas and thinks this is a well thought up plan.

The Public had no comment on the plan.

**Motion** was made by Councilor Baker to award of Bid 2016-16 for the Fiscal Year 16-17 Chip Seal Pavement Project to Earth Resources Corporation in the amount of $395,675.99. Second was made by Councilor German. **Motion** carried unanimously.

10. **Discussion, consideration, and possible approval of a $300 a week stipend for Economic Development Department Intern Ly "Harriet" Bui.**

Steve Ayers again reviewed Ly "Harriet" Bui's qualifications. Ms. Bui came to Camp Verde as an intern through a PEO group. She writes computer codes, can set up Facebook pages, create a newsletter and other items the town has been paying outside agencies to do. There is money in the Project Budget available to pay for the stipend, which breaks down to about $7 an hour. Economic Development Sebra Cho stated there are different businesses requesting her and her skills, throughout every department in the town and community. Ms. Cho stated she is an invaluable team member. Councilor Bruce George asked how long could we keep her. Ms. Cho explained her contract goes through the end of October. Councilor Baker applauds her background and education but feels this should have been budgeted for and contingency money should be used only for emergencies. Councilor Baker stated she thinks we should go for a grant and use her as a contractor. Mr. Ayers understands Ms. Bakers point and feels there is value in her work. Mr. Ayers stated she is currently working as a contractor and is not an employee. He feels she has proven her worth and is showing how to do it effectively. By using Ms. Bui, he could cancel AZ Communications contract and save the Town even more money. Councilor Jones-Murdock stated we should take advantage of the value factor for the town, if we invest in Harriet the return investments will be magnified. Ms. Jones-Murdock stated she thinks there is a lot of things that could benefit from this. Ms. Jones-Murdock suggested using money from the projects line instead of using funds from Contingency.

Mr. Ayers explained he wanted to make sure there was a discussion on this item and be as transparent as possible. Russ Martin stated this is not a contingency item now, but could be by the end of the year, that Mr. Ayers needs clarity to use the funds now. The direction they needs gives budgetary clearance to use this money for this stipend. Members discussed other options to cover the stipend. Councilor George thanks Mr. Ayers for coming to the Council and bringing up her value. He feels this is an opportunity that should not let go by.

Councilor Whatley stated it is all the same money whether it comes from Contingency or not, it is from the same

pot. She has no problem covering the stipend the way it was presented. Mayor German thinks it should be left to Mr. Ayers and Mr. Martin to figure out where the money is coming from.

Mr. Martin stated he didn't really need the council's approval for the money, that it is fully in the scope of the managers duties already. The point was to develop a plan of where the next dollar will be spent.

**Mayor German directed staff to find the money and thanks the manager for bringing it to the attention of the Council.**

**The following item was requested by Council**

**11. Discussion and possible direction to staff regarding the future use of room 106 (Council Chamber/Municipal Court), once the Municipal Court is re-located to the 200 Building.**

Mr. Martin stated the Council decided not to invest in the audio visual in the library. There is no money in the budget for improvements to this facility. If you decide to stay in room 106 with no change, that is fine and there is plenty of time to make improvements to the building. There is an obligation to make the building more upgraded in the future. Mr. Martin would like the members to tour the Community Development space and see what they have done over there.

Mayor German stated he was fine staying in room 106 and then bring it back in September/October and solidify where they are coming from.

Councilor Gordon stated his only concern with using the library is the potential of it being double booked. He does not feel that Council needs to have anything fancy and feels there is enough space here.

Councilor Whatley agreed with Councilor Gordon and does not think the library is an option but if we are staying in this room, the audio-visual equipment needs upgraded. Ms. Whatley explained that rooms 206/207will have new audio visual and since the Council already shares the space with Court now, the Council should use the same facilities, stating they do not hold court in the evenings so it makes since to work with the court and use the same facilities.

Councilor Murdock stated it will take money going wherever they are going to go. To update the audio visual in this room is going to take a lot of money. There are many decisions to make down the road, but the Council should just survive while we are here.

Councilor Baker agrees with Councilor Whatley, and stated it is a great suggestion.

Councilor German stated this is the Council Chamber and there has been improvements and could use more improvements. Manager Martin stated there is some money to update the room a little. Martin stated they should be able to improve the audio visual in this space. He will work with the Clerk in the next few months to figure out a new plan for the room for continue community use of this space. He will also work with Mike Marshal. Not to monopolize this space, and incorporate the suggestions of the council. This topic will be put on the agenda again in the future.

**12. Call to the Public for items not on the agenda. NONE**

**13. 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 stated she attended the last Business Alliance Meeting, which was well attended by local businesses. Ms. Whatley also announced the Sr. Center was awarded a grant which will reduce lunch from $6 to $5.

Councilor Gordon – attended The Verde Valley Land Preservation Meeting they gave a presentation on the Sedona Monument.

Vice Mayor George – NOTHING

Councilor Baker — NOTHING

Councilor Jones-Murdock — NOTHING

Councilor German stated that Camp Verde lost a good friend, Bob Burnside, and will miss his down home, country phrases. He served on Commissions and is a big loss to the community.

Mayor German — NOTHING

**14. 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 –information packets for the 5 finalist for the Community Director have been e-mailed. The Council can meet with the finalists at the Marshal's Office at noon or 6pm in Council Chambers on August 22, 2016

Councilor German gives kudos to the staff, specifically Virginia Jones and Carol Brown, for their presentations for the League of Cities and Towns Showcase of Cities. She stated they were very creative in coming up with the theme *"Put Camp Verde on your Bucket List"*. The display is very impressive.

**15. Adjournment**

Mayor adjourned the meeting at 8:15 p.m.

Charles German

Charles German, Mayor

Virginia Jones for Jennifer Shilling

Jennifer Shilling, 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 Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on August 17, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 8th day of September, 2016.

Virginia Jones

Virginia Jones, Town Clerk