

MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, FEBRUARY 1, 2017 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 Jessie Murdock, Councilor Robin Whatley, Councilor Brad Gordon, Councilor Jackie Baker, Councilor Buck Buchanan and Councilor Dee Jenkins.

Also Present

Finance Director Mike Showers, Marshal Nancy Gardner, Community Development Director Carmen Howard, Deputy Public Works Director Troy O'Dell, Public Works Budget Analyst Deb Ranney, Town Clerk Virginia Jones and Recording Secretary Jennifer Shilling.

3. **Pledge of Allegiance**

Mayor 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) Work Session – January 11, 2017
- 2) Strategic Plan Work Session – January 13, 2017
- 3) Special Session – January 18, 2017
- 4) Executive Session – January 18, 2017 (Recorded)

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

- 1) Friday, February 3, 2017 at 8:00 a.m. – CIP Work Session
- 2) Wednesday, February 8, 2017 at 5:30 p.m. – Work Session
- 3) Friday, February 10, 2017 at 8:00 a.m. – CIP Work Session
- 4) Wednesday, February 15, 2017 at 6:30 p.m. – Regular Session
- 5) Wednesday, February 22, 2017 at 6:30 p.m. – Council Hears Planning & Zoning Matters

Motion was made by Councilor Gordon to approve the Consent Agenda. Second was made by Councilor Baker. Council unanimously approved the Consent Agenda.

5. **Special Announcements and presentations:**

• **Proclamation declaring 2017 “The Year of Civic Engagement”**

Mayor German read the proclamation by title and gavelled them to be so proclaimed.

President of the League of Women’s Voters in the Verde Valley, thanked the Council for declaring 2017 “The Year of Civic Engagement”. They found there were so many people over the course of the last year that have been increasing their involvement in their communities and government. The League is offering various training programs for those interested in learning how to serve on various boards in their community. Mayor German commended the League for the use of the time cards and timers used by the school during a meeting in which he was the moderator. He stated the meeting went very smoothly.

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

There were no comments from the public.

7. **Presentation and possible acceptance of the Town of Camp Verde's Fiscal Year 2016 Audit.** Staff Resource: Mike Showers. Auditor Scott Graff from Colby & Powell, presented the audit. Mr. Graff gave an overview of whom his practice serves. Mr. Graff reviewed the audit findings and financial highlights. There are no significant findings in the audit and the Town has again received an unmodified (or clean) opinion. Mr. Graff pointed out the Certificate of Achievement for Excellence in Financial Reporting Award that was included in the audit packet.

Councilor Baker stated that she feels it has helped improve things when the auditor makes suggestions after they review the record. Ms. Baker asked how often fraud happens. Mr. Graff stated that no internal control can prevent fraud. It just makes it so you can find the fraud in a reasonable period of time. He feels a good controlled environment is important and everyone should take it seriously.

Councilor Whatley stated that she found it interesting that sales tax revenues have increased 37%, and gave kudos to those departments that are under budget and running a tight ship.

Councilor Jenkins requested a corrected spreadsheet that is on page 114.

Motion was made by Councilor Whatley to accept the Audit Report for Fiscal Year 2016. Second was made by Counselor Baker. **Motion** carried unanimously.

- 7A. **Discussion, consideration and possible approval for the Finance Director to make budget adjustments in the amount of \$106,606 from the HURF Reserve Account to the CIP FY16-17 Budget. Staff resource: Ron Long and Russ Martin.**

Finance Director Mike Showers stated there are three projects that are currently over budget, the Streetscape, the road maintenance (Verde Lakes), and the street construction on Old Highway 279. Mr. Showers stated he would like to use the funds from the HURF Reserve Account rather than make adjustments to other line items so those items don't go over budget. Mr. Showers explained this is just to make the Council aware of the changes and make sure members are comfortable with this decision.

Councilor Baker asked if there had been any discussion with the Yavapai Apache Nation regarding sharing the cost for repairs to Old Highway 279. Public Works Budget Analyst Deb Ranney said that yes they have talked to the Yavapai/Apache Nation but have not been able to come to an agreement as of yet.

Councilor Baker inquired about the HURF Reserve Account, if there is money in reserves, why hasn't it been used for street maintenance in the past. Mr. Showers explained that the money going into that fund has been building over the years but just recently has been cut significantly by the state. It is a onetime use it and lose it balance. Councilor Baker is concerned that lately things have been coming back to the Council, things that have been approved but then goes over budget and more money is needed.

Mayor German said the issue of working with the tribe is not dead. Mayor German and Steve Ayers will be meeting with them in the near future. Mayor German also visited the ADOT Board, part of the open transparency is what costs more money. He explained that there is an obligation to get good estimates and consider any hidden costs. Councilor Murdock stated that with going over budget in these three projects, the investment is small but the return is incredible. She supports this decision to use the HURF Funds. Ms. Murdock feels this is a wise investment for the community.

Motion was made by Councilor Gordon to authorize the Finance Director to make budget adjustments in the amount of \$106,606 from the HURF Reserve Account to the CIP FY16-17 Budget as reflected in the attached

Budget Charge Re-Appropriation Form. Second was made by Counselor Murdock. **Motion** carried unanimously.

8. **Discussion and possible direction to staff concerning Amending Plat for North East Industries Industrial Park to adjust easements, remove sidewalk requirements, allow construction of block wall prior to development of lot on certain parcels and modify who maintains drainage within the subdivision.** Staff Resource: Carmen Howard, Troy O'Dell.

Community Development Director, Carmen Howard stated that the recent purchase of a significant portion of North East Industries Industrial Park has brought forth an opportunity to have a public private relationship to improve a long time drainage issue along Howard Road, within the platted subdivision and other properties along the drainage path. Public Works Deputy Director Troy Odell and Community Development Director Carmen Howard are asking for direction from the Council to work with the property owner, Steve Vanlandingham, to pursue this opportunity that will result in significant benefit to the area. Deputy Public Works Troy O'Dell explained that this subdivision has a total of 28 parcels. When the parcel was platted, infrastructure was written into the plat that stated these items were to be done by the new owner when the parcels sold. Because of significant drainage issues, the property owner would like to do some of the improvements now instead of waiting for the parcels to sell. He currently owns 21 of the 28 lots. Mr. O'Dell pointed out the drainage easements and reviewed the drainage issues. Community Development Director Carmen Howard stated there would be no amendments to the lots themselves, but can achieve this through an adopted resolution. Mayor German stated he knows this has been an ongoing problem and thinks this is a good plan. He appreciates Mr. Vanlandingham willingness to work with the Council on this. Mr. O'Dell introduced property owner Mr. Vanlandingham to the Council. Mr. Vanlandingham expressed his appreciation to the Council. He was able to meet with surrounding neighbors and got great feedback.

Motion was made by Mayor German to bring back a resolution for approval. Second was made by Counselor Murdock. **Motion** carried unanimously.

9. **Request for approval of a letter to Equus Corporation relating to our potential interest in future acquisition of water rights post development along Beaver Creek.** Staff Resource: Manager Russ Martin

Town Manager Russ Martin was attending a manager meeting and was unable to attend the council meeting. Mayor German filled in the Council Members regarding the information. Many developers have come along looking to redevelop the golf course along Beaver Creek. He and the Town Manager met with Equus Corporation last week and requested a formalization of potential interest in what could be excess water available after potential development. They have gone through their due diligence on the property and requested a formal letter for our interest. If they continue and develop, as they would like to, the potential for future water to come to Camp Verde could be pursued.

Motion was made by Councilor Gordon to approve the Mayor's signature on behalf of the Town Council. Second was made by Counselor Baker. **Motion** carried unanimously.

10. **Call to the Public for items not on the agenda:**
There were no comments from the public.

11. **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- Attended the Meet and Greet Yavapai/Apache Council. She stated it was nice. Their council got a nice tour of the library and everyone was free to talk to each other casually.

Councilor Gordon- Attended the FEMA Open House and the Castle Heights Open House and the Meet and Greet.

Vice Mayor Murdock- Attended the Meet and Greet Yavapai/Apache Council. She enjoyed getting to know more members. On January 20, she attended the Cottonwood Council Strategic Budget Planning Meeting. She stated many of the surrounding communities attended and each gave a "Who We Are Presentation". The Mayor of Jerome gave a presentation, "A Plea for Help for Jerome Presentation" and had many questions for other cities as to how they handled some items. She thanked the Council Members for making it an enjoyable experience.

Councilor Baker- Stated the Council used to regularly meet in a Work Session with Yavapai Apache Tribal Council to discuss projects they could potentially work together on. She believes it helped improve the working relationship. Ms. Baker mentioned the Four Chaplin Event at the Legion at 1 p.m. on Sunday, February 5.

Councilor Buchanan- nothing to report

Councilor Jenkins- Attended the Meet and Greet Yavapai/Apache Council. She was pleased to meet everyone and thought it was a great turn out.

Mayor German- was honored by being asked by the School Board to act as moderator for the school calendar. He stated it was a wonderful experience and it went like clockwork. The Mayor is also proud to announce that he had an opportunity to go on Friday, January 20 to meet AZ State Transportation Board in Prescott, thanked ADOT for letting the contract for HWY 260. Mayor German stated there are a couple of bills in front of legislature that he is watching, the alternative methods for funding DPS and another bill increase in gasoline tax.

12. **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. Marshal Gardner stated the Community Development Department has hired a new person from Spokane.

13. **Adjournment**

Mayor adjourned the meeting at 8:00 p.m.



Charles German, Mayor


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 February 1, 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 16 day of Feb, 2017.


Virginia Jones, Town Clerk