

**DRAFT MINUTES**  
**TOWN OF CAMP VERDE**  
**REGULAR SESSION**  
**MAYOR AND COUNCIL**  
**473 S MAIN STREET, SUITE 106**  
**WEDNESDAY, OCTOBER 4, 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 Dee Jenkins, Councilor Buck Buchanan, Councilor Brad Gordon and Councilor Jackie Baker were present.

**Also Present:** Town Clerk Judy Morgan, Marshal Nancy Gardner, and Recording Secretary Jennifer Shilling.

**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) Work Session – September 13, 2017
- 2) Regular Session – September 20, 2017

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

- 1) Wednesday, October 11, 2017 at 5:30 p.m. – Work Session
- 2) Wednesday, October 18, 2017 at 6:30 p.m. – Regular Session
- 3) Wednesday, October 25, 2017 at 2:00 p.m. - Council Hears Planning & Zoning-CANCELLED
- 4) Wednesday, November 1, 2017 at 6:30 p.m. – Regular Session

**Motion** made by Councilor Baker to approve the consent agenda as presented. Second was made by Councilor Buchanan. **Motion** carried unanimously.

**5. Special Announcements and presentations.**

**5.1 Proclamation for Mitzvah (Good Deed) Day in the Verde Valley – A Day of Community Service.**

**5.2 Proclamation declaring October as Fort Verde State Historic Park Month.**

Mayor German read each proclamation by title and declared them so.

6. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

*There were no comments from the Public.*

7. **Business.** Legal action can be taken.

- 7.1 **Commission and Board (Planning and Zoning Commission and Board of Adjustment and Appeals) Quarterly Reports for July-September 2017.** [Staff Resource: Melinda Lee]

**Motion** made by Councilor Whatley to accept the Planning and Zoning Commission Quarterly Report. Second was made by Councilor Baker. **Motion** carried unanimously. **Motion** made by Councilor Whatley to accept the Board of Adjustment and Appeals Quarterly Report. Second was made by Councilor Baker. **Motion** carried unanimously.

- 7.2 **Possible approval of a Special Event Liquor License application for Kevin Norton, Salt Mine Vineyards, License #13133044 for the 2017 Fort Verde Days to be held October 13-15, 2017.** [Staff Resource: Judy Morgan]

Town Clerk Judy Morgan explained the only change on this permit (warranting the amended green sheet) is the hours of operation.

**Motion** made by Councilor Gordon to approve a Special Event Liquor License application for Kevin Norton, Salt Mine Vineyards, License #13133044 for the 2017 Fort Verde Days to be held October 13-15, 2017. Second was made by Councilor Jenkins. **Motion** carried unanimously.

- 7.3 **Presentation by Arizona Forward to inform Council of the organization's work, its mission and how the Town of Camp Verde can become a supporting member.** [Staff Resource: Mayor Charles German]

Mayor welcomed Lisa Groves and Eric Marcus. Mr. Marcus gave a brief background of his leadership experiences. He explained that he is here tonight on behalf of Arizona Forward. Arizona Forward brings businesses and civic leaders together to promote cooperative efforts to improve the environment sustainability and economic vitality of our state and local regions. With almost 50 years of stewardship they are the only statewide nonprofit organization focused exclusively on balancing economic growth and environmental quality. The organization's mission is aligned with Town of Camp Verde's General Plan as well as its Focused Future Community and Economic Development Strategic Plan.

Lisa groves gave a PowerPoint presentation. She reviewed the current members associated with Arizona Forward. Councilor Gordon stated that he has attended some functions put on by this group and feels that the Camp Verde Community would benefit

from this organization. He stated that they have a lot of resources for businesses. Ms. Groves explained that these mixers are a great way to network with other members. Councilor Buchanan had to recuse himself from this agenda item because his wife is on the Northern Council of Arizona Forward.

Councilor Whatley wanted clarification on the recommended motion which is to give them \$1,000 and asked about the membership. Ms. Groves explained that membership dues are based on the type of organization and the size of the organization. She explained that Towns and Municipalities with 50,000 population or less, annual membership dues are \$1,000.

Councilor Murdock asked for examples of who they have partnered with and how they fared. She asked what the return investment is. Ms. Groves explained they like to have a representative attend functions to have a voice as to what the town would need and what would be meaningful for the community, citizens and business owners. They then would work with the Town to implement these items. Mr. Marcus explained Arizona Forward is a resource. They ask how can they help the Town. He explained that networking meetings help bring businesses together. They look to community leaders to tell them how they can bring the most leverage to the table. They have key people to get grants and funding.

Councilor Baker asked if this would be a duplication. Retail Strategy is already working with the Town as well as the Camp Verde Business Alliance. Mr. Marcus is familiar with these other organizations. They are focused on retail strategy plan and business attraction and retention. Arizona Forward is more about a direct influence and connecting people; how they can make something happen then bringing the resources together to be able to do this. A member of the Public, Julie Scott asked to give an example of small businesses they have already helped out. Ms. Grove gave some examples including Friends of the Verde River, Kinney Construction and Yavapai College just to name a few. Councilor Gordon asked what a membership fee would be for a small business. Ms. Groves stated that a membership fee for a business with up to 4 employees would be \$500 annually.

**Motion** made by Councilor Murdock to direct staff to become Arizona Forward members at \$1,000.00 for populations under 50,000. Second was made by Councilor Whatley. **Motion** carried 5-1. Councilor Baker voting nay and Councilor Buchanan recused from the agenda item.

**7.4 Presentation, discussion and possible approval for the submission of an Arizona Department of Forestry Community Challenge Grant (CCG) in an amount not to exceed \$20,000. [Staff Resource: Sebra Choe]**

Mayor German introduced Sebra Choe, Economic Development Specialist. Ms. Choe explained this application is for a Community Challenge Grant offered through Arizona Department of Forestry that would assist in paying for trees, underground irrigation and interpretive signage at Rezonnic Park. She went on to describe how the trees would be associated throughout the park as an educational outreach. This would be an interruptive garden with a tree that would associate with a certain theme. This would accomplish education for the natural sciences. They have reached out to all the partners on staff of the town. These partners include:

- a) The Library who would put on Tree Programming to expand their Stem Education. They would use the park as an outdoor laboratory for their children.
- b) Parks and Rec would change up the educational displays on a monthly basis.
- c) The Tree Advisory Committee would do Tree Pruning Workshops. They would teach about invasive species, and invasive tree removal. This is required to fulfill our Tree City USA Designation.

Other outside partners include

- a) Friends of Verde River Greenway who is already doing a Native Grasses Demonstration Project at the park.
- b) Yavapai Apache Nation is considering a letter of support through their Environmental Department to offer education support.
- c) Cooperative Extension Office through Yavapai County of the University of Arizona is looking at offering consultation for the text that would go on the interruptive panels, helping with the selection of the trees and putting on additional educational programming.

The grant is \$20,000 which would pay for up to 40 trees, the corresponding irrigation, the interruptive panels, the changeable displays, landscape design, and graphic design of the interpretive panels. There is no cash match necessary from the Town, only in-kind contributions, to include, but not limited to, staff time, volunteer time and use of Town equipment. As with all grants, there is always some cash outlay, which in this instance is not expected to exceed \$300 and is available from the Economic Development Department-Projects budget. The application for this grant is due by October 13, 2017.

Councilor Gordon would like to see Pecan Trees in the park which are good for shade canopies. Councilor Murdock asked if the design of the garden will be approved by Council and stated that she would like the public to have full access. Councilor Gordon asked who is going to do the landscaping. Ms. Choe explained they will be using Cris McPhail who is a volunteer landscape architect. She is fully licensed and certified and will be doing the project, pro bono. Councilor Baker thanked Ms. Choe for her work and stated that this is what they wanted to do with the property when it was purchased years ago.

**Motion** made by Councilor Baker to approve an application with Arizona Department of Forestry for a Community Challenge Grant (CCG) in an amount not to exceed \$20,000. Second was made by Councilor Whatley. **Motion** carried unanimously.

#### **7.5 Designation of Town's official representative and alternate to Northern Arizona Council of Governments (NACOG) Regional Council.** [Staff Resource: Judy Morgan]

**Motion** made by Councilor Murdock to designate Jackie Baker as Town's official representative and Mayor Charles German as the alternate representative to Northern Arizona Council of Governments (NACOG) Regional Council for one-year terms commencing October 2017. Second was made by Councilor Gordon. **Motion** carried unanimously.

**8. Call to the Public for items not on the agenda. (Please complete Request to Speak Card and turn in to the Clerk.)**

*There were no comments from the Public.*

**9. 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 a Counterfeit Detection Presentation presented by the Secret Service. She stated she found it riveting. She thanked the CVBA and the Marshals Office for putting it on.

Councilor Jenkins helped with the Special Olympics Bocce Tournament.

Mayor German also helped with the Special Olympics Bocce Tournament. He echoed thank you's to the Marshall's Office. He also attended a meeting for local Mayors who discussed water issues. People from Phoenix will be coming up here for a Water Tour. They will look at wastewater, the park and what is planned for the irrigation at Hauser's Farm, along with other items. This will be put on by the Nature Conservancy (TNC) on October 25<sup>th</sup>.

**10. 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 attended a fundraiser for the 100 Club in Scottsdale. She is one of the seven Board Member for the Chief of Police for the State of Arizona. The 100 Club supports injured firefighters and police officers.

**11. Adjournment**

Mayor adjourned the meeting at 7:22 p.m.

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Mayor Charles German

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Attest: Town Clerk Judy Morgan

**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 Meeting of the Town Council of Camp Verde, Arizona, held on October 4, 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

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Judy Morgan, Town Clerk