

DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, OCTOBER 18, 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 6:30p.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 were Town Manager Russ Martin, Town Clerk Judy Morgan, Public Works Director Ron Long, Public Works Troy O'Dell, Finance Director Mike Showers, Risk Management Carol Brown, 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) Council Hears Planning & Zoning – September 27, 2017
- 2) Regular Session – October 4, 2017

b) Set Next Meeting, Date and Time:

- 1) Wednesday, October 25, 2017 at 6:30 p.m. – Council Hears Planning & Zoning – CANCELLED
- 2) Wednesday, November 1, 2017 at 6:30 p.m. – Regular Session
- 3) Wednesday, November 8, 2017 at 5:30 p.m. – Work Session
- 4) Wednesday, November 15, 2017 at 6:30 p.m. – Regular Session

- c) Consideration and authorization to the Mayor to execute Pavement Restoration, Inc. Agreement in the amount of \$36,696 for the Asphalt Rejuvenator Project in Verde Cliffs.**
[Staff Resource: Ron Long]

- d) Discussion, consideration and possible authorization to award professional services contract to SEC, Inc. (Southwestern Environmental Consultants, Inc.) to accomplish:**

- 1) **The design of the Main Supply Irrigation and Re-use system** that will provide effluent water from the wastewater treatment plant to the proposed Town Park irrigation systems and the proposed fire systems within the new Town Park following the attached scope of services.
- 2) **To apply for and secure the Aquifer Protection Permit (APP) Addendum or re-Use Permit** from Arizona Department of Environmental Quality (ADEQ) to re-use all wastewater effluent for the irrigation of the proposed Town Park.

SEC has provided us with a copy of the scope of services that they agree to provide for the not to exceed cost of \$93,796.00. [Staff Resource: Troy O'Dell]

- e) Possible approval of Liquor License Application for Change/Acquisition of Control for existing Liquor License #09130005 for Michael Joseph Basha – Bashes #49 located at 650 W. Finnie Flat Rd., Camp Verde, AZ. [Staff Resource: Judy Morgan]**

Councilor Baker requested pulling Item 4.d.1. **Motion** made by Councilor Baker to approve the consent agenda with the exception of item 4.d.1. Second was made by Councilor Gordon. **Motion** carried unanimously.

Councilor Baker pointed out at the end of the proposal in Item 4.d.1. it stated that it excludes a Boundary Survey for the park. She asked if that was because it was done already. Troy O'Dell from Public Works stated yes, a Boundary Survey has already been done. Councilor Baker also noticed that Geo Technical Engineering was also excluded. Mr. O'Dell stated that this also has been done in the area of the park and he isn't concerned too much about where they would dig the storage ponds. Councilor Baker asked if this would be an additional expense at some point. Mr. O'Dell stated it would be minimal.

Motion made by Councilor Baker to approve Item 4.d.1. Second was made by Councilor Buchanan. **Motion** carried unanimously.

5. Special Announcements and presentations.

5.1. Extra Mile Proclamation (Designation for November 1, 2017).

Mayor German stated this proclamation is for the volunteers and what they contribute to the communities. He is very proud of them. He read the proclamation and declared it so.

5.2. Rural Communities of Arizona Day in Camp Verde, Arizona, September 28, 2017 Proclamation.

Mayor German read the proclamation and declared it so.

5.3. Camp Verde Family Caregiver Month Proclamation.

Mayor German read the proclamation and declared it so.

5.4. Yavapai College Fall Update – a presentation by Vice President of Community Relations, Rodney Jenkins.

Vice President of Community Relations, Rodney Jenkins gave a presentation. He stated the mission of Yavapai College is to provide high quality education and learning and cultural experiences to the communities throughout Yavapai County. This is done through 3 goals:

- (1) Education- Traditional and Adult Education. High school students throughout the county take dual enrollment classes.
- (2) Economic Development- In the process of hiring an Economic Development Director. They are also working hard to provide services to businesses. They would like to schedule a work session with the town and others to talk through issues and see what kind of support they can provide. A grants writer will also be in attendance to give ideas.
- (3) Cultural Enrichment- This would be through art galleries/library activities. They are looking for ways to partner with other educational providers. Councilor Baker stated she hopes they continue with the educational seminars. Councilor Whatley stated she is concerned that Yavapai College has no representation in Camp Verde. Mr. Jenkins stated for now the high

school has dual enrollment with the college. Councilor Whatley would like to see more investment in this town. Mr. Jenkins stated that they do want to sit and get ideas that they can roll with, this is only the beginning to see what the needs are. Councilor Whatley volunteered to sit on committee. Mayor German suggests that each Council Member think about what the needs are for the community, write them down and give them to the Clerk.

- 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. Resolution 2017-986 A resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, in support of the I-17 Anthem to Cordes Junction infrastructure for Rebuilding America (INFRA) Grant.** [Mayor Charles German]

Mayor German feels it would be a benefit for the community to support this resolution and a good opportunity to voice their opinion.

Motion made by Councilor Baker to accept the Resolution 2017-986. A resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, in support of the I-17 Anthem to Cordes Junction Infrastructure for Rebuilding America (INFRA) Grant. Second was made by Councilor Murdock. **Motion** carried unanimously.

- 7.2. Discussion, consideration and possible direction to staff relative to Verde Lakes Park with a pond; including, but not limited to exploring opportunities and challenges with reverting the park from privately owned to a municipal park.** [Staff Resources: Russ Martin and Carol Brown]

Town Manager Russ Martin stated the goal for this item is to get direction on how to proceed. Mr. Martin reviewed the Staff Report and stated there are still question marks about what it will look like long term. Risk Management Carol Brown gave a presentation showing pictures of the area as it is presently. Mr. Martin stated the question is, should the town take on this responsibility. He gave a history on the lakes and properties that surround them. The concern with maintenance responsibilities is about having the staff to fulfill responsibilities but hopes to use the County to help with cleanup. Mr. Martin stated Water Rights and Fire Fighting capabilities are concerns that have to be addressed right away. One issue with answering the water rights questions is the current town attorney has history out there and represents some folks out there. A new Water Rights Attorney may have to be retained for this matter. Mr. Martin stated that if the Council directs them to bring back answers, it would only mean the Council is willing to look at this, but it is not a done deal.

Mayor German opened the floor to hear comments from the public.

Linda Buchanan- went on the field trip with Council Members to look at the area. She would like to make sure, when considering this project, Council Members understand the water in the area affects a whole system of users.

Deborah Moody- thanked the Council for their service. She stated that her dad was Elmer Moody and he had the firefighting idea on his mind years ago. They have spoken to Water Company about putting hydrants at each end of the lake and they had no objections as long as they don't mess with his water. Ms. Moody gave a history with what Verde Lakes has gone through. She said it has historical value. She said it was a community effort to put in those lakes. Ms. Moody stated there has been mismanagement for about an 8yr period, which is the reason for the looks of the lakes now. She stated the Moody family supports the Town's ownership of this park.

James Young- stated he is the letter writer that started this response. He stated there has been mismanagement in the past, so they decided to put together a 501c3. This will be used as a tool to work with the town to make this property/ponds a centerpiece. There are compliance issues out there. They are working with the Town to improve the lifestyle of all people out there. Some things that will be needed if this happens:

- 1- Maintenance
- 2- Security- there will need to be rules
- 3- Insurance-for community activities to raise money to help people in the neighborhood
- 4- Increase community involvement- the community does not have an identity.

Councilor Baker wanted to hear from staff. Public Works Troy O'Dell stated he has come to the conclusion that it wouldn't hurt to re-engineer those ponds. The choices are to take over now and put some improvements in over the years or wait until something bad happens and then have to take it over then.

Councilor Gordon- thinks the ponds would be an asset to the town but the problem is money. The money in the budget now is going to other parks and sewer extensions. The Nature conservancy may be able to help with funds. Mr. Gordon doesn't mind looking into this project. He asked if they would be forced by someone later on to put a lot of money into it. Looking into this project could draw attention to it and force the Council's hands. He would like to see if there are alternate ways to fund this project.

Councilor Buchanan- would like to ask how many members are in the Verde Lakes Association. It has 12 paying members plus volunteers. Mr. Buchanan asked if there will be any fire suppression help out toward that area with the new big park. Town Manager Russ Martin stated that it is not that materially different and it would be in relative proximity. Mr. Buchanan asked why would we not use grant monies on parks that are already in progress. Mr. Martin explained that different types of parks need different resources. Councilor Buchanan would like to know if the community wants more people out there in their neighborhood. Mr. Buchanan stated that he is not sure at this time to move forward with this project. There are other things that need attention first.

Councilor Baker stated there used to be a homeowner's association that used to keep the lakes up. Some homeowners are absent residents. She is concerned with pursuing this project right now, the Town's plate is so full and overburdened with other responsibilities that are planned for right now. She doesn't see how they should pursue ownership at this time. Maybe after things get more in-line. She suggests getting more members in the association and use the 501c3 to go after the grant.

Councilor Whatley stated the Council has complained in the past about not having any parks and now one is given to us. This park will have a lot of activities with the ponds and will be an

asset to community. Ms. Whatley thanked the staff for putting the project into phases. She stated that it looks like it's a good idea to get involved in water issues now and do phase 1. She commends the 12 members of the association, for being visionaries for the community. She is all for this park.

Councilor Murdock is interested in what it would take to acquire the park. She thinks it would be a big asset to the Town. The Town could find a way to get this going. She would like to discuss this further with Staff.

Councilor Jenkins stated that without water there would be no park. She suggests getting the water issues resolved and then that will tell us if we should move forward.

Mayor German shared his involvement with this development in the past. Flooding had been an issue in the past. He stated the question is now, is how can you improve fire protection out there. He agrees with Councilor Jenkins to look into the water rights issues now. Maybe look to the AZ Game and Fish Department grants for urban fishing. The Fire Chief could possibly get a grant to rejuvenate the area and Corp of Engineers could do a restoration of habitat grant.

Councilor Baker asked if the direction to staff is to explore these questions, would it be necessary to take more time than next month to find the answers. How much time is needed? Mr. Martin explained that next month is the priority. Prolonging this would make it more cumbersome. If these questions were answered, it would give time for Council to incorporate this project into next year's budget and financial planning.

Councilor Buchanan asked Mr. Martin if he had any idea how much money, and staff time will go into looking into this. Mr. Martin stated that a legal discussion could cost under \$1,000. This conversation would need to cover title information and legal terms. Councilor Buchanan feels this is a low estimate. Mr. Buchanan thinks this should be pushed down the road until the association has more information.

Councilor Murdock wants to be the most informed as she can be. This is a huge project, and wants to make an informed decision when it comes down to it.

Direction to staff is to move forward with more information, especially with water rights and firefighting capabilities. Mr. Martin stated the cost could be at or below \$1,000. Council will be informed if it doesn't. If there is reason to have more conversation, then he will at least have a better idea of the scope of services.

7.3. RESOLUTION 2017-987 A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, TO AUTHORIZE THE APPLICATION FOR A CLEAN WATER STATE REVOLVING FUND FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA (STAFF RESOURCE: MICHAEL SHOWERS)

Finance Director Mike Showers explained the resolution. He stated that this resolution is looking at new money for projects at the plant, and working out the details. WIFA is asking for this resolution to make sure council is behind it and knows about it.

Motion made by Councilor Gordon to approve Resolution 2017-987 a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, to authorize the application for a Clean Water State Revolving Fund From The Water Infrastructure Finance Authority Of Arizona. Second was made by Councilor Baker. **Motion** carried unanimously.

7.4. RESOLUTION 2017-988 A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF

THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ACTING AS TRUSTEES OF THE CAMP VERDE SANITARY DISTRICT, TO AUTHORIZE THE APPLICATION FOR A CLEAN WATER STATE REVOLVING FUND (SPECIAL ASSESSMENT) LOAN FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA (STAFF RESOURCE: MICHAEL SHOWERS)

Finance Director Mike Showers explained the resolution. He stated that this resolution is refinancing the RD (Rural Development) Loan (the Town already has dealing with special assessment property tax). The effect of refinancing the loans, saves money for the land owners. **Motion** made by Mayor German to approve Resolution 2017-988 a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, acting as trustees of the Camp Verde Sanitary District, to authorize the application for a Clean Water State Revolving Fund (Special Assessment) Loan from the Water Infrastructure Finance Authority of Arizona. Second was made by Councilor Whatley. **Motion** carried unanimously.

7.5. RESOLUTION 2017-989 A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ACTING AS TRUSTEES OF THE CAMP VERDE SANITARY DISTRICT, TO AUTHORIZE THE APPLICATION FOR A CLEAN WATER STATE REVOLVING LOAN FUND (PROPERTY TAX) LOAN FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA. (STAFF RESOURCE: MICHAEL SHOWERS)

Finance Director Mike Showers explained the resolution. He stated that this resolution is refinancing 2 loans (the Town already has) with WIFA (property tax). The effect of refinancing the loans, saves money for the land owners. **Motion** made by Councilor Baker to approve Resolution 2017-989 a Resolution of The Mayor and Common Council Of The Town Of Camp Verde, Yavapai County, Arizona, Acting As Trustees Of The Camp Verde Sanitary District, To Authorize The Application For A Clean Water State Revolving Loan Fund (Property Tax) Loan From The Water Infrastructure Finance Authority Of Arizona. Second was made by Councilor Whatley. **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- was a Gate Keeper at Fort Verde Days.

Councilor Buchanan- attended Fort Verde Days and spoke with visitors from other towns. They were excited to be here. Mr. Buchanan stated that every year it gets better.

Councilor Jenkins- attended the Abide Banquet and stated there was a great turnout. CM Jenkins also attended the gate at Fort Verde Days and was impressed with the variety of activities. She would like to give kudos to all the volunteers.

Mayor German- attended the APS 101 Informational Presentation. He encouraged Council

Members to attend the next presentation. Mayor German was also a Gate keeper at Fort Verde Days and expressed his kudos to all the volunteers.

Councilor Murdock- attended Fort Verde Days, and was even thrown in jail by CV Promotions.

Councilor Gordon- attended Fort Verde Days and stated there was a good turnout. He wanted to say thank you to Camp Verde Promotions and Camp Verde Alliance.

Councilor Baker- attended Fort Verde Days as a Gate Keeper. She also attended the Habitat for Humanity Event. She wanted everyone to know that APS donated an office building in Prescott Valley, to Habitat for Humanity, to be used for training and office space.

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.

Town Manager Russ Martin has a few reminders:

- October 21st Mr. Martin is going to San Antonio to attend a National Conference and will return to work on October 26th. He can be reached by phone.
- October 31st from 5pm-7pm [Council] please be available to hand out candy downtown.
- November 2nd at 12 noon, Council Members will be serving Thanksgiving Dinner to Town Staff and the Fire Department. This will be an opportunity to thank staff for what they do. It will be in the gym.
- October 28th from 8 a.m.-1 p.m. there will be a Blood Drive in the school cafeteria. This is a final Eagle Scout Project Brian Mina has put together. He needs at least 20 people to donate blood.

11. Adjournment

Mayor adjourned the meeting at 8:17 p.m.

Mayor Charles German

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 18, 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2017.

Judy Morgan, Town Clerk