

***DRAFT MINUTES***  
**TOWN OF CAMP VERDE**  
**WORK SESSION**  
**MAYOR AND COUNCIL**  
**473 S MAIN STREET, SUITE 106**  
**FRIDAY, FEBRUARY 3, 2017 at 8:00 A.M.**

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

- **Call to Order**

Mayor German called the meeting to order at 8:00 a.m.

- **Roll Call**

Mayor Charles German, Vice Mayor Jessie Murdock (8:05a.m.), Councilor Robin Whatley, Councilor Brad Gordon, Councilor Jackie Baker, Councilor Buck Buchanan and Councilor Dee Jenkins.

**Also Present**

Maintenance Supervisor Mike Dumas, Deputy Public Works Director Troy O'Dell, Waste Water Treatment Plant Supervisor Marshal Davis, Parks and Rec. Coordinator Mike Marshal, Marshal Nancy Gardner, Library Director Kathy Hellman, Finance Director Mike Showers, Town Clerk Virginia Jones and Recording Secretary Jennifer Shilling.

- **Pledge of Allegiance**

Councilor Baker led the Pledge.

- **Discussion with Finance Director and various department representatives regarding the Town of Camp Verde Capital Improvement Plan for Fiscal Year 2018 Budget.** Staff Resource: Michael Showers  
Finance Director Mike Showers explained the meeting is about getting a general understanding of the projects that are being presented to the Council by different departments. This way the Council can prioritize what they would like to have done in a five year process. After the Council gives their direction, staff will come back with a 5 year CIP.

Mr. Showers reviewed the handouts the Council Members had in their individual binders. These items include a Strategic Plan Summary, a spreadsheet and a copy of last year's CIP. There is also a list of potential major and minor projects.

Representative from each department presented the projects listed below:

**Mike Dumas, Public Works Maintenance Division Projects-**

- Maintenance Vehicle Replacement-1999 Dodge & 2002 Ford Ranger
- Grounds & Facilities Equipment- Purchase a New Indoor Scissor Lift and Turf Sprayer/Spreader
- Refurbish the Gazebo

**Troy O'Dell, Public Works Department Projects-**

- Construct Cattle Guard scupper Storm water Diversion behind Bashas'
- Complete Improvement at South Cliffs Parkway Detention Pond
- Diversion of Storm water flow at Amorie Drive and Newton Lane
- Storm Water Equipment-Street Sweeper- Troy suggested pulling this item.
- Installation of two box culverts and raised roadway over Gaddis Wash and Industrial Drive Crossing
- Fill in low area on Howards Road and Drainage Improvements-Boyles Way
- Drainage Improvements on Glenrose, East Quarterhorse, & East Stolen to Diamond "S" Ditch.

- Construction of Storm Drain Improvements on Main Street
- McCracken Lane Drainage Work
- Silt Trap/Silt Dam upstream of Faulkner Wash at Finnie Flat Road Crossing
- Acquire land along floodplains in Verde Lakes Subdivision.

**Troy O'Dell, Waste Water Treatment Plant Projects-**

- Park Irrigation Improvements Including Pump Station, 4' Supply Line, and Storage Pond
- Drain, inspect and repair the north half of the Waste water treatment plant.
- Construction of Tertiary Filters, UV Upgrade, Sludge Drying Beds, Dissolved Oxygen Sensor
- Construct Building enclosure over new tertiary filters and UV disinfection system
- Reconstruction old aeration lagoon to new sludge drying lagoons.
- Construct sewer extension Northbound to Horseshoe Bend Road from Dickison Circle
- Construct a storage area with a slab and awning

**Stacy Perry- Public Works/HURF Projects-**

- On-going Chip Seal Project
- Upgrade vehicles & Equipment
- Purchase Electronic Sign Boards
- Purchase Heavy Equipment
- Road improvement & Construction program to include Business access road at Industrial, Finnie Flat & Montezuma Castle Highway, Connector Road from SR 260 Roundabout #4 to Old 279, Connector road from SR 260 Roundabout #5 to Altman Parkway.

**Steve Ayers, Economic Development Projects-**

- Construct extension of Homestead Parkway
- Construct Industrial Drive Gateway at Industrial Drive and SR 260

**Mike Marshal & Mike Dumas Public Works-Maintenance P & R-Economic Development Projects-**

- Town Campus Improvement Plan
- Building 100
- Renovate 305
- Upgrades in room 204
- Remodel existing metal building on Nichols Street

Council requested to set up a time, at a later date to tour all the facility spaces that need renovated.

**Nancy Gardner, CVMO Projects-**

- Replace 20 Mobile Data Computers
- Replace current Security/Surveillance Cameras
- Replacement of 6 miled out Crown Vic's in patrol fleet
- Prepare to expand for Rolling Shelving for Records Department at CVMO

Marshall Gardner stated that recruitment and retention has been difficult. There are some pay issues that need to be looked at to be competitive with the surrounding towns. Gardner stated she would like Council to consider changing the Marshall's Office to a Police Department, stating that people don't understand what a Marshall's Office is.

*Council took a 5-minute break.*

**Kathy Hellman, Library Projects-**

- Purchase and install Library Landscaping and Weed Control Treatment
- Contract with CivicPlus to redesign the current Town Website and migrate existing information

Councilor Whatley stated she appreciates the consideration of weed control with rocks instead of using spray so close to the river.

**Carmen Howard, Community Development Projects-**

- Purchase new Field Inspection Truck
- Purchase software and implement Town Geographic Information System (GIS)

Community Development Director Howard presented a PowerPoint presentation to Council highlighting what a GIS system is and the departments that could use it.

**Mike Marshal, Parks & Recreation**

- Upgrade Rezzonico Park according to Master Plan
- Construct Steel Truss Replica Pedestrian and Utility Bridge across Verde River
- Community Park Design and Construction

Mike Marshal reminded Council that some grant money will be used for some of the park projects.

Finance Director Mike Showers opened the floor to Council Members who might have other projects in mind.

Councilor Gordon suggested to continue to look into water companies and giving the Town permission to maintain private roads that aren't wide enough or aren't maintained well.

Councilor Whatley stated she would like a project to include upgrading the Council Chambers.

Mr. Showers stated that if Council Members need more information on a certain project, send an email addressed to Town Clerk Virginia Jones and she will pass it on to the appropriate department.

• **Adjournment**

Without objection, the Mayor adjourned the meeting at 10:43 a.m.

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Charles German, Mayor

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Jennifer Shilling, Transcriptionist

**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 Work Session Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on February 3, 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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Virginia Jones-Town Clerk