

**MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, FEBRUARY 7, 2018 at 6:30 P.M.**

1. Call to Order

Mayor German called the meeting to order at 6:30 pm.

- 2. Roll Call.** Council Members Jackie Baker, Buck Buchanan, Dee Jenkins, Brad Gordon, Robin Whatley; Vice Mayor Jessie Murdock; and Mayor Charles German were present.

Also present: Town Manager Russ Martin, Town Clerk Judy Morgan, Finance Director Michael Showers, Community Development Director Carmen Howard, Deputy Public Works Director Troy Odell, and Recording Secretary Marie Moore.

3. Pledge of Allegiance

Mayor German led the Pledge of Allegiance.

- 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) Special-Executive Session – January 17, 2018
- 2) Regular Session – January 17, 2018
- 3) Special-Executive Session – January 24, 2018
- 4) Special-Executive Session – January 31, 2018

b) Set Next Meeting, Date and Time:

- 1) Friday, February 9, 2018 at 8:30 a.m. – Special Work Session Council/Yavapai College Representatives
- 2) Wednesday, February 14, 2018 at 5:30 p.m. – Work Session
- 3) Wednesday, February 21, 2018 at 6:30 p.m. – Regular Session
- 4) Wednesday, February 28, 2018 at 6:30 p.m. – Council Hears P&Z Matters
- 5) Wednesday, March 7, 2018 at 6:30 p.m. - Regular Session

- c) Discussion, consideration and possible approval of resolution 2018-1002, 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 Loan from the Water Infrastructure Finance Authority (WIFA) of Arizona. [Staff Resource: Mike Showers]**

On a motion by Councilor Gordon, seconded by Councilor Buchanan, Council unanimously approved the Consent Agenda.

Councilor Gordon asked the Town Manager to explain item C for the public. Russ Martin explained that town applied for WIFA loan and is required that the full amount of the total project be approved by Council although it is not the amount of the actual expected loan.

5. Special Announcements and presentations.

5.1. Yavapai Apache Nation presentation of a check to the Town of Camp Verde

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from gaming funds pursuant to Section 12 (d) of the Nation's Gaming Compact to the Town of Camp Verde.

Chairwoman Jane Russell-Winiecki and Vice Chairman Larry Jackson explained that within the ability to receive a gaming license, it was agreed that the community would benefit as well, with that agreement, the Yavapai-Apache Nation presented a check to the Town of Camp Verde for \$17,456.85. Chairwoman Russell-Winiecki also informed the public and Council that the new hotel has been completed and the grand opening will be held February 23, 2018 and the yearly Exodus commemoration will be held the following day. The Chairwoman extended an invitation to everyone to join the festivities and ceremonies.

5.2. Certificate of Appreciation to Dave Freeman for his service on the Planning & Zoning Commission.

Mayor German presented Dave Freeman with a Certificate of Appreciated for his service with the Planning & Zoning Commission and recognition of 12 years of dedicated service to the Town of Camp Verde.

5.3. Certificate of Appreciation to Julie Keeney for her years of service to the Community.

Mayor German presented Julie Keeney a Certificate of Appreciation for her numerous years of service to the community. Rose Gallagher explained she brought this request to the Mayor as a way to express her appreciation and adoration of Ms. Keeney's service. As well, others in the audience agreed with these sentiments.

5.4. Presentation by Yavapai County Administrator Phil Bourdon to speak on ¼ cent sales tax that funds nearly half of the Yavapai County Jail System and is set to expire in 2020.

Tom Thurman, County Supervisor, explained that to continue the current sales tax for another 20 years the tax needs to be approved by a vote, which is scheduled for May 2018.

David McAtee showed a PowerPoint presentation to council regarding the costs of funding the Yavapai County Jail System.

Captain Jeff Newnum, Yavapai County Sheriff's Office (YCSO) Detention Services Division Commander, explained this isn't a new tax for the public to vote on, but a current one that brings in 8.8 million dollars that funds serving 53,000 meals a day to a facility that has an operational capacity of 515 beds. The current inmate count is at 550 and in the summer time, the count is up to 700 inmates. The Yavapai County Jail is overcrowded. The facility is utilized 96% for felony offenders that are serving a long-term sentence and the 4% are misdemeanor charges with an in and out time frame of 4 days. Cpt. Newnum spoke of the high rate of inmates that are suffering from a mental health diagnosed issue, and only a small percentage are willing to receive treatment. The jail is focusing on grant funded programs that help reduce the recidivism rate of the jail. Newnum also explained that there are at least five (5) people each day booked into the Yavapai County Jail with an opiate problem and are entered into the detox program.

Extending the tax is crucial for the operation of the jail, and the funds received from the tax only fund half of the current operating cost for the facility.

Councilor Gordon questioned what the expense will cost the town if the tax is not renewed. David McAtee explained that it will be approximately \$750,000.00 responsibility back on the Town if not renewed. Newnum explained that there will be a minimum booking fee charged and a per diem rate will be charged to the Town as well per inmate to cover any remaining costs, all of which would not equal up to what the tax currently covers. David McAtee explained that property taxes will have to be raised in order to cover the remaining costs that the jail tax is currently covering.

Councilor Baker clarified that the overcrowding issue in the jail will not be resolved by passing the tax renewal. McAtee indicated that information is correct, but without extension of the tax, there is no possible way of dealing with the overcrowding issue at all.

5.5. Proclamation declaring February 26 to March 3 to be 'Stand With Me, Be Drug Free Week'.

Doug Bartosh and Merilee Fowler handed out information to the Council members regarding MATFORCE events and activities for the "Stand With Me, Be Drug Free" Week. On March 3, Mortimer Farms (In Dewey-Humboldt) will hold a "Walk With Me" event.

The Town of Camp Verde embraces a vision of a healthy, vibrant, and strong community for children, youth, families and people of all ages; and proclaims February 26 to March 3 to be "Stand With Me, Be Drug Free" week and encourages citizens to participate in the events and celebrations.

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

None

7. Business. Legal action can be taken.

7.1. Presentation by Scott Graff, Colby & Powell PLC, and possible acceptance of the Town of Camp Verde's FY17 Audit. [Staff Resource: Mike Showers]

Scott Graff with Colby & Powell PLC, spoke on the Comprehensive Annual Financial Report (CAFR) and the certificate of achievement for financial reporting that was received last year that indicates that the Town has gone above and beyond the minimum requirements in their Finance department and is confident the Town of Camp Verde will receive the award again.

Mr. Graff reviewed the independent auditors report with Council and indicated there were no errors found during the audit, but does have recommendations for a change in policies and procedures regarding the wastewater funds.

Mayor German questioned that if at some point the water company is acquired in the future, the policies should be adapted for that as well. Scott Graff indicated that is correct.

Council Baker questioned if the recommendations are something that should be

Town Council Regular Council Meeting Minutes, February 7, 2018 updated within the fiscal year. Scott explained that it is recommended to update the policies and procedures as soon as possible.

Town Manager, Russ Martin explained that this successful audit is a reflection of Finance Director, Mike Showers' hard work. Page 50 describes the finances of the Town very well, and also is the source of where the projection of funds and change of funds happens. From an operational standpoint, Martin expressed his pride for the staff. Martin indicated the necessity to change policies and will be covered in what the council has already reviewed with the procurement changes which can be adopted at any time.

On a motion by Councilor Brad Gordon, seconded by Councilor Jackie Baker, Council unanimously approved the acceptance of the Town of Camp Verde Comprehensive Annual Financial Report for June 30, 2017 and the Town of Camp Verde Report on Internal Control for June 30, 2017.

7.2. Discussion, consideration and possible appointment of applicant(s) to one vacancy on the Planning & Zoning Commission, for a term that will expire January 2021.

Candidate Steve Vanlandingham introduced himself to Council. Mayor German thanked him for volunteering his services to the Town as it is an important position that gives the Town necessary guidance.

On a motion by Councilor Whatley, seconded by Councilor Gordon, Council unanimously approved the appointment of Steven Vanlandingham to the Planning & Zoning Commission for a term that will expire January 2021.

7.3. Resolution 2018-1000 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving a Street Abandonment of the existing Right-of-Way for the Hualapai Drive entrance of the Rio Verde Vista Subdivision, from State Route 260 east to Hualapai Drive for a length of approximately 169.5 feet, splitting the property equally between the existing Tract "B" and Tract "C"; and approving the dedication of the north 25' of Tract "B" in Rio Verde Vista Subdivision to the Town of Camp Verde as future Right-of-Way for Dickison Circle. [Staff Resource: Troy Odell]

Deputy Public Works Director Troy Odell referred Council to review maps provided of Hualapai Drive which is actually Dickison Circle. Odell explained that ADOT is not going to allow access on Hualapai Drive and has requested the Town handle the street abandonment issue. Odell explained that the Town has received adequate access and right-a-way clearance from the three property owners for the necessary entrance.

Councilor Gordon questioned if the proper utilities had been dealt with regarding the abandonment. Odell indicated that ADOT is taking responsibility for any utility relocations necessary. Councilor Gordon expressed concern regarding existing utilities and assumed easements, explaining that it is the Town's responsibility to get clearance from the utility companies and that at the very least the Town should confirm that ADOT has done so.

Town Manager Russ Martin indicated that this resolution could be delayed to get

the confirmation regarding utilities or Council could approve the resolution with a condition of receiving clearance of utilities. Martin explained the time restraints regarding the matter due to current construction in the area.

Councilor Baker questioned the exact location of the abandonment and clarification of where the new access point would be.

On a motion by Councilor Gordon, seconded by Councilor Baker, Council unanimously approves Resolution 2018-1000 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving a Street Abandonment of the existing Right-of-Way for the Hualapai Drive entrance of the Rio Verde Vista Subdivision, from State Route 260 east to Hualapai Drive for a length of approximately 169.5 feet, splitting the property equally between the existing Tract "B" and Tract "C"; and approving the dedication of the north 25' of Tract "B" in Rio Verde Vista Subdivision to the Town of Camp Verde as future Right-of-Way for Dickison Circle with the condition of obtaining all utility clearances.

7.4. Ordinance 2018-A430 - possible approval (or denial) for an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting an amendment to the Town of Camp Verde Planning & Zoning Ordinance Section 103, Definition of Terms; Section 301, Exceptions to Yard and Height Requirements; and Section 405, Outdoor Lighting [Staff Resource: Carmen Howard]

Community Development Director Carmen Howard explained a memo provided with a change to the recommendation made by Town Attorney Bill Sims after review and recommendation by Planning and Zoning Commission. Amendment is to Section 2A and reads as follows: A. *"Mobile/Manufactured Home Park: A parcel of land used (or designed) for the location of more than one Mobile/Manufactured Home that are or intended to be occupied as dwellings, upon lots which are not conveyable, excluding but no Accessory Dwelling Unit (ADU) authorized per section 311 shall be deemed a Mobile/Manufactured Home Park."*

Councilor Gordon questioned the heights of the solid walls on corner lots, expressing concern for sight distance while driving. Howard indicated that there is a 36" height limit within a 15ft triangle that is clarified in a different section for the issue.

Howard spoke of the necessary requirements for the Dark Sky Designation which the Town of Camp Verde has been diligently working toward and the amount of time given in this section of code to work the issues out.

Councilor Whatley made a motion to approve Ordinance 2018-A430 an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting an amendment to the Town of Camp Verde Planning & Zoning Ordinance Section 103, Definition of Terms; Section 301, Exceptions to Yard and Height Requirements; and Section 405, Outdoor Lighting; seconded by Councilor Baker. Councilor Gordon spoke on needing to amend the motion to including the latest revision to Section 2A, as recommended by Town Staff.

On an Amended Motion by Councilor Whatley, seconded by Councilor Baker, Council unanimously approves Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting an amendment to the Town of Camp Verde Planning & Zoning Ordinance Section 103, Definition of Terms; Section 301, Exceptions to Yard and Height Requirements; and Section 405, Outdoor Lighting, with the inclusion of revision Section 2A. It was approved unanimously.

There was discussion on the original motion still being on the floor. On a motion by Councilor Whatley, seconded by Vice Mayor Murdock, Council unanimously approved to rescind Councilor Whatley's original Motion for approval.

7.5. Ordinance 2018-A431 - An Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending the Town Code Article 5-2 Presiding Officer, Section 5-2-2 Powers and Duties of Town Magistrate; and Article 6-2 Vicious, Destructive or Dangerous Animals, Section 6-2-2 Violations, Penalty; providing that this Ordinance shall be effective thirty (30) days after its passage and approval according to law; and providing for repeal of conflicting ordinances. [Staff Resource: Judy Morgan]

Town Clerk Judy Morgan explained to Council that this amendment is brought forth for consideration due to a real life situation that the current magistrate faced regarding his ability to set restitution in such cases. The change would remove a cap and give the magistrate the ability to make a decision without restriction from the Town Ordinance.

Councilor Gordon questioned if the amendment was reviewed by the Town Attorney. Judy Morgan confirmed that it had been reviewed and approved.

Councilor Baker questioned if Planning & Zoning had reviewed the amendment. Judy Morgan explained that such an amendment does not apply to that particular department and therefore; no they had not reviewed it.

On a motion by Councilor Whatley, seconded by Councilor Baker, Council unanimously approves An Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending the Town Code Article 5-2 Presiding Officer, Section 5-2-2 Powers and Duties of Town Magistrate; and Article 6-2 Vicious, Destructive or Dangerous Animals, Section 6-2-2 Violations, Penalty; providing that this Ordinance shall be effective thirty (30) days after its passage and approval according to law; and providing for repeal of conflicting ordinances.

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

None

9. Council Informational Reports.

Councilor Gordon attended the homeless coalition meeting the end of January and heard a presentation on sex-trafficking in the Verde Valley. Gordon described a "sting" conducted by the Sheriff's office and the results of two arrests on the matter. Gordon also attended the Verde River meeting where he received an update on trails.

Vice Mayor Murdock asked for Town Manager Russ Martin to give an update on the

Homestead project that was referred to in the newspaper.

Councilor Baker participated in the TPAC meeting and expressed the importance of citizens and elected officials to point out transportation issues to prevent raids from HURF Funding.

10. Manager/Staff Report

Town Manager Russ Martin updated Council regarding the Homestead project. A \$245,000 grant was received that will pay for the completion of the road that the Town committed to building along with the \$75,000 in funding previously set aside for the project. Martin commended Economic Development Director Steve Ayers for his commitment to the project and indicated that the subdivision has agreed to work on the parking lot as well.

Vice Mayor Murdock expressed that she is anticipating the completion of the project and expressed her gratitude toward those committed to completion.

Martin indicated that the Town will move forward with the sidewalk project and requested Council's assistance in speaking with residents in the affected area. The project is anticipated to be complete by Spring 2020 due to other obligations Staff currently has.

Martin indicated that he had a conversation with the Verde Lakes Coalition and expressed that the Town of Camp Verde would not be participating in a water discussion. The agreement in place is only good for as long as the current Council is in place and that will be changing at the end of this year. Mayor German expressed as well that the Town will not be dealing with the water dispute.

11. Adjournment

The meeting adjourned at 8:17 pm.



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 Council Meeting of the Town Council of Camp Verde, Arizona, held on February 7, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 22nd day of February, 2018.


Judy Morgan, Town Clerk