

**(Corrected) MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, MARCH 20, 2024 at 6:30 P.M.**

1. **Call to Order** Mayor Jenkins called the meeting to order at 6:30 PM.
2. **Roll Call.** Council Members Jackie Baker, Wendy Escoffier, Cris McPhail, Jessie Murdock, Robin Godwin, Vice-Mayor Marie Moore, and Mayor Dee Jenkins.

Also Present. Town Attorney Trish Stuhan, Acting Town Manager Gayle Mabery, Acting Town Clerk Virginia Jones, Acting Deputy Town Clerk Jadie Edwards, Recording Secretary Mary Frewin.

3. **Pledge of Allegiance** Councilor Escoffier led the Pledge of Allegiance.

A moment of silence was taken in honor of former Councilor Member Bill LeBeau.

4. **Consent Agenda** – All those items listed below may be approved by one motion 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 Session – March 6, 2024 at 5:00 p.m.

b) Set Next Meeting, Date and Time:

- 1) Special Session – Wednesday March 27, 2024 at 5:30 p.m.
- 2) Special Session – Wednesday April 3, 2024 at 5:00 p.m.
- 3) Regular Session – Wednesday April 3, 2024 at 6:30 p.m.
- 4) Executive Session – Friday April 5, 2024-time to be determined
- 5) Special Budget Session – Wednesday April 10, 2024 at 5:30p.m.
- 6) Regular Session – Wednesday April 17, 2024 at 6:30 p.m.

c) Possible approval of Intergovernmental Agreement with Drug Enforcement Administration (DEA) and Camp Verde Marshal's Office. Staff Resource: Town Marshal Corey Rowley

On a Motion by Vice-Mayor Moore, seconded by Councilor Escoffier, the Council moved to accept the Consent Agenda.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor Murdock: Aye
Mayor Dee Jenkins: Aye
Vice-Mayor Moore: Aye

Councilor McPhail: Aye
Councilor Godwin: Aye
Motion Carried 7-0.

5. **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))

No Public Input.

6. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation.

Councilor Godwin

- Attended the Camp Verde Unified School District Board Meeting.
- Also attended Pecan and Wine Festival and felt it was a great event.

Councilor McPhail:

- Continues to attend the Yavapai Apache Tribal Council Meeting and Teen Game Night.
- Also attended Coffee with a Cop. She stated that CVMO is now fully staffed.
- She attended Pecan and Wine Festival.
- Will be attending the ASU Project Cities Impact Water AZ Seminar. The team from Camp Verde will be identifying significant water-related needs and looking at projects, and funding for those projects, that might address those needs.

Vice-Mayor Moore:

- Attended Coffee with a Cop.
- Also attended Pecan and Wine Festival. One of the vendors shared with her that he had the best sales he's had at a Town of Camp Verde event in 5 years.

Councilor Murdock had nothing.

Councilor Escoffier:

- Attended Pecan and Wine Festival.
- She also shared that MAT Force is finishing up on their essay contest.

Councilor Baker:

- Has been talking to Camp Verde citizens a lot recently to get feedback.

Mayor Jenkins:

- Attended the Verde Valley Mayor/Manager Meeting and the quarterly Mayor/Manger Meeting, in which the County, transportation, and fire department was also in attendance.
- Additionally, she attended Pecan and Wine Festival. Mayor Jenkins shared it was and outstanding event.

Acting Town Manager Gayle Mabery shared information on House Bill 2570, a zoning proposal by the Arizona Legislature that would have severely limited cities and town's ability to regulate zoning in their communities. It was aimed at trying to address affordability issues in housing in Arizona, but it would have taken local decision making away from those who know it best.

She also stated that the mayor's seat and 3 Council members' seats will be up in this year's election. There will also be a question for Camp Verde voters relating to permanent base adjustment. This is important for Camp Verde and will give the opportunity to approve an adjustment to that permanent base. There will be a lot of community outreach before this comes before Camp Verde voters on July 30th.

Lastly, she stated that the applicant list for the Town Manager has been narrowed down and they are expecting to make an announcement on who the finalists are by the first week of April.

The interview process will take place on April 4th and April 5th. They will host a public meet and greet of the candidates on Thursday April 4th at 5pm at the library.

Councilor Baker shared that she feels Mayor Jenkins and Ms. Mabery have been so helpful in keeping the Council up to date with what's going on with the League of Cities and Towns.

7. Special Announcements and Presentations:

- **Proclamation declaring Saturday, April 13, 2024 as Camp Verde's Arbor/Earth Day Celebration 2024.** Staff Resource: Economic Development Director Molly Davies

Economic Development Director Mollie Davies introduced Diane Scantlebury with the Tree Advisory Committee. This Committee fulfills the role of helping the town keep the tree city designation.

Ms. Scantlebury shared with Council an update on the Tree Advisory Committee. This update included information on a requirement of planting a tree around Earth Day or Arbor Day. For the past 6 years they have

collaborated with the Yavapai Apache Nation on a joint Earth Day celebration. Together they have created a Sister Tree Program. They will be planting two trees, one at Rezzonico Park and one at Veterans Memorial Park. Along with the trees they will purchase plaques for the trees, commemorating Earth Day. The celebration will be on Earth Day- Saturday April 13th from 10am-2pm.

Mayor Jenkins so proclaimed April 13th, 2024 as Camp Verde's Arbor/Earth Day.

8. Public Hearing followed by Discussion, Consideration and Possible Approval for a Class 9 (Liquor Store) Liquor License Application #273281 for Smoke Express located at 348 S Main Street Suite 6B, Camp Verde, AZ 86322. Owner Ankit Patel.
Staff Resource: Acting Town Clerk Virginia Jones

- **Staff Comments** Ms. Jones stated that the Clerk's Office received the Liquor License Application in the mail. Mr. Patel paid the fee associated with the application. They posted it for the 20 days as required by law, and they've had no comments for or against it.
- **Public Hearing Open** Mayor Jenkins opened the public hearing at 6:55PM
- **Public Hearing Closed** Mayor Jenkins closed the public hearing at 6:55PM
- **Council Discussion**

On a **motion** by Councilor Escoffier, seconded by Councilor Baker, the Council **moved** to recommend to the state liquor board approval for a Class 9 (Liquor Store) Liquor License Application #273281 for Smoke Express located at 348 S Main Street Suite 6B, Camp Verde, AZ 86322.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor Murdock: Aye
Mayor Dee Jenkins: Aye
Vice-Mayor Moore: Aye
Councilor McPhail: Aye
Councilor Godwin: Aye

Motion Carried 7-0.

9. Discussion, consideration and possible award for Design Services for the Town of Camp Verde Wayfinding Project to Guide Studio in the amount of \$52,720.00
Staff Resource: CIP Project Manager Martin Smith

CIP Project Manager Martin Smith stated staff is moving forward with the town wayfinding project, indicating staff put an RFP (Request for Proposals) out for design services. 6 responses were received, and one response was overwhelmingly above everyone else- Guide Studio. There was a committee of 7 members, all of whom selected Guide Studio as their top pick. It is his recommendation to enter a contract with them to get the wayfinding project moving forward.

Councilor Murdock questioned if the designs would come back before Council for final approval. She would also like the community to have a say in the project. Mr. Martin stated they are responsible for providing 3 designs that will be brought before the Council at a meeting to make a selection.

Ms. Mabery stated that the funding source for this is AARPA funds. She wants Council to be prepared for them wanting more signs than are available through AARPA funds, meaning budgeting other funds as well for this project. She questioned if it would be possible to have a public open house to give an opportunity for the public to weigh in before it's brought to Council for a final decision. Mr. Martin told her yes.

Ms. Davies shared with the Council that they are working on a tourism committee and downtown development committee, which will be a good source of input for this project.

Councilor Baker would like to see downtown business owners involved in those committees.

On a **motion** by Councilor McPhail, seconded by Councilor Baker, the Council **moved** to award the contract for Design Services for the Town of Camp Verde Wayfinding Project to Guide Studio in the amount of \$52,720.00.

Roll Call Vote:

Councilor Baker: Aye

Councilor Escoffier: Aye

Councilor Murdock: Aye

Mayor Dee Jenkins: Aye

Vice-Mayor Moore: Aye

Councilor McPhail: Aye

Councilor Godwin: Aye

Motion Carried 7-0.

- 10. Discussion, consideration and possible direction to staff regarding how to proceed with the Sports Complex Concession/Restroom facility construction.**
Staff Resource: CIP Project Manager Martin Smith

Mr. Smith stated that when this project first went out to bid in August, the lowest bid was just under \$1.4 million. At the time, they rejected the bids, as they were too far out of budget. If they had to rebid the project today, his estimation would be a little closer to \$2 million for the same building.

Smith presented to Council an alternative he feels would fill the need for the concession stands. This alternative would be a prefabricated building that combines a concession area with a restroom area. Many of these floor plans are customizable. The company would do all the underground plumbing, electrical and setting of the building.

It would be the town's responsibility to make the final utility connection 6 feet out from the edge of the building.

Councilor Godwin would like to see more restrooms on the women's side than the men's, as she feels the need is always there for restroom facilities.

Councilor McPhail would like to see this building as aesthetically friendly as possible and as turnkey ready as possible. She would also like to see as much storage as they can afford.

After some continued discussion amongst Council on this item, it was suggested by Vice-Mayor Moore to do a Work Session on this item. At this Work Session, Mr. Martin will bring back 3 choices to Council that meet the desires and needs that have been shared. This Work Session will happen quickly, so as to not disrupt the schedule they've had for this project.

On a **motion** by Councilor Escoffier, seconded by Councilor McPhail, the Council **moved** to direct staff to proceed with the alternative methods of construction for the Sport's Complex concession restroom building and bring back some concepts to discuss in a Work Session.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor Murdock: Aye
Mayor Dee Jenkins: Aye
Vice-Mayor Moore: Aye
Councilor McPhail: Aye
Councilor Godwin: Aye
Motion Carried 7-0.

11. **Public Hearing followed by discussion, consideration, and possible approval of Ordinance 2024-A489, an Ordinance of the Mayor and Common Council for a Zoning Map Change from C2-PAD (Commercial: General Sales and Service – Planned Area Development) to C2-4 (Commercial: General Sales and Service – 4,000 square foot minimum lot size) for approximately 0.42 acres, specifically described in Exhibit A (APN 404-28-063J), located at 27 West Head Street, Town of Camp Verde, Yavapai, Arizona.** Staff Resource: Community Development Director John Knight

- **Staff Comments**

Town Planner Cory Mulcaire shared with Council that when the owners of this property bought the parcel, they did not understand that their only option, per the PAD, was to construct a 12 space RV Park. They would like to see it zoned back to the original zoning C2-4, which is the zoning of the entire downtown area.

Councilor Escoffier asked if the PAD had an expiration on it.

To which Ms. Mulcaire told her it did not. The current zoning ordinance does not have a reversionary clause unless they put it in the ordinances. This was not put in the ordinances when the PAD is done. They are working on changing this ordinance.

Councilor Escoffier was also concerned that within the 2C-4, bars and automotive repairs are allowed, and questioned if this would be appropriate in that area, where they are also planning for the future Town Hall.

- **Public Hearing Open** Mayor Jenkins opened the public hearing at 7:22 PM.

Robert Foreman spoke in support of this rezone. He lives very close to that property and feels that literally anything would be better than what used to be there and what was planned.

- **Public Hearing Closed** Mayor Jenkins closed the public hearing at 7:23 PM.
- **Council Discussion**

Town Attorney Trish Stuhan stated that this is a straight rezone. At this point if they're going to do the rezone, it would include all the zoning uses.

Councilor Baker agreed with Mr. Foreman.

On a **motion** by Councilor McPhail, seconded by Councilor Escoffier , the Council **moved** to approve Ordinance 2024-A489, an Ordinance of the Mayor and Common Council for a Zoning Map Change from C2-PAD (Commercial: General Sales and Service –Planned Area Development) to C2-4 (Commercial: General Sales and Service – 4,000 square foot minimum lot size) for approximately 0.42 acres, specifically described in Exhibit A (APN 404-28-063J), located at 27 West Head Street, Town of Camp Verde, Yavapai, Arizona.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor Murdock: Aye
Mayor Dee Jenkins: Aye
Vice-Mayor Moore: Aye
Councilor McPhail: Aye
Councilor Godwin: Aye
Motion Carried 7-0.

12. **Public Hearing followed by discussion, consideration and possible approval of Ordinance 2024-A490, and Ordinance of the Mayor and Common Council for a Zoning Map Change from RR-2A (Rural Residential; 2- acre minimum to C2-4 (Commercial: General Sales and Service; 4000 square foot lot size minimum) for approximately 23.34 acres, specifically described in Exhibit A (APN 403-20-**

007R). generally located on the North side of West State Route 260 and Horseshoe Bend. Staff Resource: Community Development Director John Knight

- **Staff Comments** Community Development Director John Knight

Community Development Director John Knight opened the staff comments. He felt this rezone was appropriate for land use. There is a lot of flexibility in rezoning to C2-4. However, he questioned if the timing would be right on the rezone. He shared that another option would be to rezone just the front of the property. He feels it could be an appropriate zone for a mixed-use plan. There is no development planned at this time. He stated that the Planning and Zoning Commission made a motion to rezone just the front of the property, and the motion failed.

He provided some options for Council-

1. Denial
2. Partial rezone, as suggested by some members of the P&Z Commission
3. Table for more information

They also provided an ordinance for the Council's consideration if they chose to move forward.

Mr. Knight reiterated that while he does feel the rezone could be appropriate, this just might not be the time.

Local Realtor Rob Witt thanked Council for serving the community, as he understands items like this are weighty.

Using a PowerPoint presentation, Mr. Witt shared his reasonings for requesting the rezone. He stated that single-family homes are not suitable for this property, he said this is the best commercial property in town. Mr. Witt felt that the highest potential for the land was to rezone it for commercial use, especially since Camp Verde is a sales tax town. He conducted some community involvement, and of those that participated, they too felt that commercial use would be most appropriate for the land. Mr. Witt shared that his reasoning behind this was that commercial property would bring the town much more revenue than the property is bringing in now. Additionally, with the property being right off the highway, it would be easy to raise revenue for the town, while keeping the inner parts of Camp Verde rural. People leave Camp Verde for their shopping and dining needs, and developing this land for commercial use could help keep Verde Valley residents here to spend their money.

Additionally, Mr. Witt felt that the homes in the area would not be affected by this rezone, specifically with traffic. Mr. Witt stated that the owner is willing to deed-restrict the property to take out some of the concerning allowances in C-2.

The owner of the property, Ray Selna spoke. He agreed with Mr.

Witt's presentation. Mr. Selna felt that C-2 would be a better zoning to put the property to use. He understood that Camp Verde is a rural area, so possibly rezoning the front could solve this issue. It would allow for commercial use with a residential mix. Not living in Camp Verde, Mr. Selna said he trusts the Council to make the best decision for the community.

- **Public Hearing Open** Mayor Jenkins opened the Public Hearing at 8:05 PM.

Amber Ford spoke against the rezone.

Bill Tippet spoke against the rezone.

Bill Feldmeier spoke in support of the rezone.

Michelle Jackson spoke against the rezone.

- **Public Hearing Closed** Mayor Jenkins closed the public hearing at 8:16 PM.
- **Council Discussion**

Councilor Godwin would like to find a way to compromise. She feels 260 is a major commercial corridor. They have worked to begin getting utilities out there. Camp Verde is growing and while this could be a great spot for potential commercial, she also wants to respect the nearby residents.

Councilor McPhail had strong hesitation on changing any residential designations within the Middle Verde Character area. She knows it's more profitable to sell commercial property. However, she has strong concerns on speculative zoning. McPhail stated she would feel more confident for the development group to come back with a PAD, and added there are huge grading issues within the property. She is not supportive of this rezone at this time.

Vice-Mayor Moor's concern was to protect the residents that would be affected by this rezone. When she thought about developing Highway 260, she did not imagine it would be in this area, but further away from residents. At this point, she doesn't feel they are ready to rezone. She is not opposed to possibly rezoning part of it, but she is also concerned with how much money is going to be needed to developing the property to even be useful. She wants to see growth, but she wants to see it done properly.

Mayor Jenkins is adamantly against rezoning commercial property right up against residential. She thinks there are ways to accommodate this parcel.

Councilor Murdock is not in support of how this was presented. She looks forward to growth in the town, but in the right place at the right time. She was open to the property owner or investment group revisiting this in a different way and coming back to them.

Councilor Escoffier questioned about the water and sewer situation for the property. Utilities Director Jeff Low stated there is water in the area, and in a few years when something could possibly be developed, they will hopefully have more wells. Councilor Escoffier agreed someday it should be commercial along 260, but the way that the town grows smart is by having a PAD in place and by doing negotiations with a developer. She doesn't support this.

Councilor Baker was in support of this rezone. When the town was incorporated, highway 260 was always the vision for commercial area. Doing this would protect the rural areas and Main St. She stated that the rezone would serve the people in the community and the needs the community has. She felt that rezoning the property first would be the first step in bringing in a developer.

Town Attorney Stuhan shared it is possible to stipulate the uses in the rezone. They can regulate permitted uses. If they are not comfortable with this rezone tonight, they have several options moving forward.

Mr. Knight stated if there's interest in doing something with the property, he'd like to table the item.

On a Motion by Councilor McPhail, seconded by Vice-Mayor Moore, the Council moved to table this item until April 17th.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor Murdock: Aye
Mayor Dee Jenkins: Aye
Vice-Mayor Moore: Aye
Councilor McPhail: Aye
Councilor Godwin: Aye
Motion Carried 7-0.

Break: 8:50 PM

Resume: 9:00 PM

13. Discussion, consideration and possible approval to adopt the FY25-30 Strategic Plan. Staff Resource: Acting Manager Gayle Mabery

Ms. Mabery stated she was happy to be presenting this item. She felt it was so wonderful to develop this strategic plan and feels it would be of such great value to the town. They were able to develop a mission, vision, and core values for the town. She pointed out one change that she made in the action plan on page 230 of the packet. There was a goal relating to effective government. She restructured the goal in a way that would reflect the concerns of the Council.

Mayor Jenkins was very satisfied with the Strategic Plan. She felt it was a great tool for the public. She thanked Ms. Mabery for moving this forward. It will be on display at the library.

Councilor Murdock felt very productive working on this. She looks forward to accomplishing this plan.

Councilor Escoffier thanked Molly, Gayle, and staff for putting this together. She loved that it won't just sit on the shelf. It's usable and easy to follow. Her favorite portion was the part that said, "to approach every challenge with a determination to succeed."

On a **motion** by Vice-Mayor Moore, seconded by Councilor McPhail, the Council **moved** to adopt the FY25-30 Strategic Plan.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor Murdock: Aye
Mayor Dee Jenkins: Aye
Vice-Mayor Moore: Aye
Councilor McPhail: Aye
Councilor Godwin: Aye

Motion Carried 7-0.

14. **Adjournment** Mayor Jenkins adjourned the meeting at 9:08.



Mayor Dee Jenkins



Acting Town Clerk Virginia Jones

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 of the Town Council of Camp Verde, Arizona, held on March 20, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 22nd day of April, 2024.



Virginia Jones, Acting Town Clerk