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**AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, MAY 1, 2019 at 6:30 P.M.**

If you want to speak ON ANY ITEM ON THE AGENDA, PLEASE complete the Request to Speak Form

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

1. Call to Order

2. Roll Call. Council Members Buck Buchanan, Joe Butner, Bill LeBeau, Jessie Murdock, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German.

3. 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:

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- 1) Special Budget Work Session – April 9, 2019
- 2) Special Budget Work Session – April 10, 2019
- 3) Regular Session – April 17, 2019

b) Set Next Meeting, Date and Time:

- 1) Wednesday, May 8, 2019 at 5:30 p.m. – Work Session
- 2) Wednesday, May 15, 2019 at 6:30 p.m. – Regular Session
- 3) Wednesday, May 22, 2019 at 6:30 p.m. – Council Hears P&Z Matters
- 4) Wednesday, June 5, 2019 at 6:30 p.m. – Regular Session

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c) Request for authorization for the Marshal’s Office to apply for grant funding from the Governor’s Office of Highway Safety (GOHS), Arizona Community Foundation (ACF), and the Arizona Auto Theft Authority (AATA) to pay for equipment and personnel expenses to be incurred in FY2019-2020. [Staff Resource: Russ Martin/Corey Rowley]

5. Special Announcements and presentations.

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5.1. Yavapai Promise Program of Yavapai College Proclamation.

5.2. Municipal Clerks’ Week (50th Anniversary) Proclamation.

5.3. Proclamation to declare May 15th of each year to be Peace Officers Memorial Day, and the calendar week of each year during which May 15th occurs as Police Week, which was originally proclaimed by the U.S.

Congress and signed by President John F. Kennedy on October 1, 1962.

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 A.R.S. §38-431.01(H))

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7. Business. Legal action can be taken.

7.1. Request for authorization for the Marshal's Office to use FY2018-2019 Capital Expense budget funds to pay for a new repeater and the related installation expenses to connect to the antenna site, which is necessary for the continued operation of the dispatch center for CVMO and partner agencies. [Staff Resource: Corey Rowley/Russ Martin]

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7.2. Discussion, consideration/update and possible direction to staff relative to proposed legislation by the 54th State Legislature. [Staff Resource: Russ Martin]

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

9. Council Informational Reports. These reports are relative to the 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. 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.

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.

11. Adjournment

Posted by: _____

Date/Time: _____

Note: Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Council may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021

Agenda items may be taken out of order.

Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - A. All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting.

Pursuant to A.R.S. §38-431.03(A)(2) and (A)(3), the Council may vote to go into Executive Session for the purpose of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

Camp Verde Council Meetings are recorded and may be viewed on the Camp Verde website. Pursuant to A.R.S. §1-602(A)(9), parents and legal guardians have the right to consent before the Town of Camp Verde makes a video or voice recording of a minor child. If you permit your child to participate in the Council Meeting, a recording will be made. You may exercise your right not to consent by not permitting your child to participate or by submitting your request in advance to the Town Clerk that your child not be recorded.

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DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL "BUDGET" WORK SESSION
(COUNCIL BUDGET PRESENTATIONS DAY 1)
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
TUESDAY, APRIL 9, 2019 AT 5:30 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 5:30 pm.

- 2. Roll Call.** Council Members Buck Buchanan, Joe Butner, Bill LeBeau, Jessie Murdock, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German were present.

Also Present:

Town Manager Russ Martin, Town Clerk Judy Morgan, Marshal Corey Rowley, Commander Brian Armstrong, Finance Director Mike Showers, Public Works Director Ron Long, Deputy Public Works Director Troy Odell, Library Director Kathy Hellman, Magistrate Paul Schlegel, Court Administrator Veronica Pineda, Risk Manager Carol Brown, Economic Development Director Steve Ayers, Waste Water Department Manager Jerry Tinagero, Public Works Analyst Dorie Blair, Recording Secretary Marie Moore.

3. Pledge of Allegiance

Mayor German led the Pledge of Allegiance.

- 4. Special Work Session for FY2019-20 Budget Deliberation – Day 1 Council Budget Presentations.** No legal action to be taken. Council deliberation and possible direction on modifying Preliminary Budget content.

4.1. Discussion between Council and Staff regarding Departmental Budget Presentations for Fiscal Year 2020 Budget. [Staff Resource: Michael Showers]

Town Manager Russ Martin explained that Finance Director Michael Showers put together a budget packet for each department for Council review that will help with questions for the departments.

Mike Showers explained that for council this is an opportunity to collect information, in May the Council will convene again to review the information received tonight.

Council reviewed the budget packet and the information provided in it for Council reference. Showers indicated that the updated strategic plan summary for the fiscal year 2019-20 is not a finished document and requested feedback from Council regarding the information on it.

Town Manager Russ Martin expressed that he feels it is his fiscal responsibility to maintain a balanced budget and spoke of difficulties in doing so because of projected income and costs in departments and asked Council to keep those challenges in mind when speaking to various departments.

Vice Mayor Dee Jenkins requested a definition for net transfer out. Mike Showers explained that it is when money is transferred between accounts.

Mike Showers explained he plans on speaking about General Revenues during the meeting on April 10, 2019 and clarified that the Waste Water Department and HURF are their own contained funds separate from the General Fund.

Waste Water Department:

Russ Martin introduced Jerry Tinagero from the Waste Water Department and Public Works Director Ron Long. Russ Martin explained to the public in attendance that this process will not include public comment but does provide an opportunity for the public to listen and learn. Russ explained that Waste Water Department is treated like a business and is regulated by state statutes, maintaining its own revenues and expenses. Russ clarified the debt structure and its district, which was voted upon by the public. There was a portion of property tax that does go towards the capital loan of waste water but in 2013 the property tax portion was removed, and is now collected within the billing of the customers. Russ Martin also explained that anytime rate changes are made regarding the Waste Water Department, a study is required which costs approximately \$25,000. Russ spoke of the necessary repairs that the Town is in the process of addressing, and the costs pertaining to the repairs. Russ Martin explained that the Town of Camp Verde was granted \$1 million dollars in forgivable principle in the loan needed for the repairs, and therefore the correction costs have been reduced to \$2 million dollars. Russ acknowledged the frustration of the public in regards to their sewer bills and extended an offer to speak with anyone individually regarding their situation. Russ spoke about the average bills the public receives based upon fixture rates. Mayor German called a point of order and addressed the audience explaining that the town has asked the water company for the "water-in/water-out" figures and those have not been released for the town to calculate rates differently than what is done now.

Town Manager Russ Martin expressed again to the audience that the state law does not allow the Council to change the rate of the sewer bill without a study being conducted. Each study conducted costs the town approximately \$25,000.

Audience member Ron Losczyk asked Council why he couldn't have a septic on his property, and because he has a well, the purchase of the water company and its usage figures won't affect his bill.

Denise Losczyk indicated that there was a \$50 cap on the sewer rate when she moved to Camp Verde. Ms. Losczyk questioned why the cap wasn't raised or why a flat rate fee wasn't imposed which would make the bills fair to all on the system.

Charlotte Salsman expressed her appreciation for all the members of public who attended at her request, and asked that they give Council a chance to explain the process.

Mayor German indicated that he recommends that this matter be put on as an agenda item for public opportunity to comment.

Russ Martin indicated that the new RV Park will impact the rates due to increased users.

Public Works Director Ron Long explained that the Town is permitted with a plan to do certain things that ADEQ approved and that there are required key items for functioning that are still needed to meet ADEQ standards. Ron Long explained that when the plant was constructed, it was not finished completely due to lack of funds, and is lacking required filters, UV system, and solids handling. Currently there are things being done at the plant so that it is operating without violation of the ADEQ permit requirements.

Jerry Tinagero explained to Council that the plant is supported 24 hours by staff and is currently operating with at least 50% obsolete equipment. The budget presented to Council has been thoroughly gone through and includes necessary cross training, certifications, and annual training requirements. Currently the plant is 10 years old and components are beginning to fail due to age and daily wear. The department has reduced 25% to 35% of costs by completing the work needed in-house rather than resourcing out to contractors. Tinagero explained that the infrastructure of the facility is aging and requested an increase in funding for safety purposes. There is an odor control problem on Yaqui Circle which requires a disinfectant to mitigate the smell and the cost is approximately \$600-\$800.

Russ Martin explained that a water truck is needed at approximately \$50,000, as well the need for another department vehicle.

Councilor Jenkins requested if overtime is budgeted directly into the wages increase. Russ Martin explained that the request from the department includes Merit, Cola and overtime wages. His recommendation doesn't include the Merit or Cola increase. Russ Martin indicated that depreciation is expected at \$1million with a deficit of \$136,000. The operation is generating \$200,000 in revenue because outside waste is accepted.

Charlotte Salsman questioned who is paying for the hookups for the new construction along Finnie Flat Road. Russ Martin explained that the construction contractor is responsible for those fees and the new RV Park will generate revenues that will pay for the needed lift station along the 260 corridor. They have also paid for approximately \$300,000 of the \$700,000 initial cost for the lift station.

The public asked various questions and Francis Benigar asked if the houses not on the system, that are within hook up distance will be required to use the service.

Municipal Court:

Judge Schlegel and Court Administrator Veronica Pineda spoke to Council regarding their required need for a part-time bailiff, which is a requirement of the Arizona Courts and is State mandated. The Court has also applied for a grant to cover the cost of the needed metal detector for further safety of the Court facility. Judge Schlegel indicated that after discussing the need of a bailiff with Marshal Rowley, it was determined that one staff member could be utilized

for the Court needs as well as the need of the Marshal's office school resource officer. Marshal Rowley indicated that at this time, Camp Verde is the only district in the area without a school resource officer present on campus. Both departments expressed this would be a financially smart solution for their needs. Russ Martin expressed his general support of the idea and feels it would also be a dual benefit for the Town. Councilor Jenkins requested clarification regarding a \$7,000 difference in the recommendation vs. request. Russ Martin indicated that review of the wage spreadsheet would be necessary to determine the difference.

Marshal's Office:

Marshal Corey Rowley and Commander Brian Armstrong spoke with Council regarding his review of budgets from the previous 3 years. Marshal Rowley apologized for the surprise request for the shared employee with the Court but feels it is a positive solution to the needs in both departments. Marshal Rowley explained to Council that an audit was conducted to the repeater unit on Squaw Peak and it is determined to be 25 years old, therefore outdated. Rowley is currently searching for solutions, and estimates it will be approximately \$25,000 to fix the issues. Councilor Murdock asked if the costs can be shared with the agencies that CVMO dispatches for. Marshal Rowley explained that they are clearing up some duplicated fees being paid by surrounding agencies and once this is handled then they can address shared costs in equipment. Mayor German asked what the lifespan of a typical repeater is. Commander Armstrong indicated that it is generally 10 years. Marshal Rowley reiterated that the current one in use is 25 years old. Russ Martin explained that even with the current adjustment for wages, the Town still would be under the starting wage of comparable Towns for officers. Marshal Rowley indicated that he is working toward establishing a 501c3 for the volunteers so they can begin to support themselves.

Mayor German called a 5-minute recess at 7:02 p.m. The meeting reconvened at 7:09 p.m.

Risk Management:

Carol Brown gave Council an overview of goals for her department and the return on investment that the department brings the town. Carol Brown spoke of being drone certified and the benefits it brings the town as well as her hopes to reduce the liability insurance premiums. Carol passed a flyer out for Council review which has a QR Code created by Jon Rivero, It allows staff and the public to easily contact the town with safety concerns. The program is named "Camp Verde Eyes" and any contact received goes directly to her department for review and solutions.

Camp Verde Community Library:

Kathy Hellman expressed the need for additional staffing and provided Council a prioritized list for review of her department which includes a full-time Cataloger, Volunteer Coordinator and merit increases for current staff members.

Economic Development:

Steve Ayers spoke of marketing and projects and requested a 60% increase, which he explained when comparable to neighboring towns, is still an extremely low figure for such a department. Steve Ayers discussed the dramatic increase in bed tax revenue and handed out a pamphlet for Council review which outlined a 5-year plan with campaigns which will also increase revenue for the Town. Ayers commented on the Waste Water Department fee increases and expressed that the only way for the town to deal with the matter is increase customers using the system. Ayers spoke of the opportunity to receive a 4 million-dollar grant which will assist the town in extending the sewer system along Hwy. 260 and to the opportunity zone properties, but will require help in writing the grant. Ayers announced his department has been nominated for the Small Organization of the Year and received Economic Excellence Award.

Human Resources:

Ana Yates spoke of tuition reimbursement and the importance of growth and development and retention of employees as well as the importance of employee recognition and enhancing culture. Ms. Yates explained the need for a program that would streamline the application and recruitment process and what is available for Council's consideration. Yates also explained that Family Benefits increased \$10,000, which is included in the H.R. Budget for taxes and benefits rather than in each department.

Non-Departmental:

Mike Showers gave an overview of the budgeted expenses explaining the rollover from the prior year, few increases and a cutback that balanced out. The majority of expense is due to utilities with a \$75,000 budget contingency fund. Mike Showers spoke of the property tax agreement with the Jones Ford dealership currently located at the old Steve Coury location which has a remainder of 8-9 years. This agreement indicates that as long as Steve Coury owns the property, sales tax is split 50/50 between the Town of Camp Verde and Steve Coury himself.

Finance Department:

Mike Showers indicated he is requesting merit increases for staff. Vice Mayor Jenkins questioned the listed operational fees. Mike Showers explained that there is a state fee that allows the Town to collect sales tax, which must be paid and is calculated at approximately \$2.00 per capita.

Council:

Russ Martin indicated changes in projected spending for traveling and training expenses available to Council.

Clerk:

Judy Morgan indicated that there is an initial savings of \$31,000 in the budget due to no election being scheduled this coming year. Ms. Morgan requested merit increases for current staff and also an increase for records management which would enable permanent records to be stored at the state archives.

Morgan spoke on the burden placed upon the department in regards to records requests and the time necessary to conduct review of records before they are released. Councilor Whatley questioned if any other municipalities deal with records requests differently than Camp Verde. Russ Martin indicated that there are data bases in existence that allow for the search to be conducted by the public but all the data would need to be entered with included necessary redactions.

IT-

Russ Martin spoke of the monetary savings with the phone systems and the new 3-year contract arrangement with an IT company. Russ Martin stressed the importance and constant need for IT in all departments and the probable need to consider internal hiring as well as external assistance with in the next 2-3 years. Martin also explained the need for internal IT staff specifically for the Marshals office department.

Judy Morgan spoke of the need to update the town website, and how a committee has been formed to discuss the needs for all departments to be represented well. The committee has received demos and quotes for consideration and they are also integrating the HR and Library needs as well. Judy Morgan stressed the importance of a up-to-date website as a critical component for the towns operations. Mayor German questioned with the turnaround time would be for the new website to be up and running for public use. Judy explained that will all be dependent on how quickly the town is able to supply the information for input. Councilor Butner questioned if the HR component is included in the projected cost for the website. Judy Morgan and Ana Yates both explained that the committee is currently awaiting final clarification on full costs. Russ Martin indicated accurate pricing would be available for Council review within the next month.

Manager:

Russ Martin gave a brief overview of his budget and spoke of the technology reduction as well as explained that it is unfair to manage global internships in departmental budgets so it remains an item in the manager’s budget.

5. Adjournment

The meeting adjourned at 8:33 pm.

Attest:

Mayor Charles German

Judy Morgan, CMC, Town Clerk

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 Budget Work Session of the Town Council of Camp Verde, Arizona, held on April 9, 2019. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2019.

Judy Morgan, CMC Town Clerk

**DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL “BUDGET” WORK SESSION
(COUNCIL BUDGET PRESENTATIONS DAY 2)
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, APRIL 10, 2019 AT 5:30 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 5:30 p.m.

- 2. Roll Call.** Council Members Buck Buchanan, Joe Butner, Bill LeBeau, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German were present. Councilor Jessie Murdock joined the meeting at 6:11 p.m.

Also Present:

Town Manager Russ Martin, Town Clerk Judy Morgan, Finance Director Mike Showers, Public Works Director Ron Long, Deputy Public Works Director Troy Odell, Public Works Analyst Dorie Blair, Community Development Director Carmen Howard, Public Works Maintenance Supervisor Mike Dumas, Public Works Streets Supervisor Stacy Perry, Parks and Recreation Director Mike Marshall, Recording Secretary Marie Moore.

3. Pledge of Allegiance

Mayor German led the Pledge of Allegiance.

- 4. Special Work Session for FY2019-20 Budget Deliberation – Day 2 Council Budget Presentations.** No legal action to be taken. Council deliberation and possible direction on modifying Preliminary Budget content.

4.1. Discussion between Council and Staff regarding Departmental Budget Presentations for Fiscal Year 2020 Budget. [Staff Resource: Michael Showers]

Finance Director Mike Showers opened the meeting for discussion on any questions related to the previous day’s meeting. Council proceeded with the following department reviews:

Community Development:

Community Development Director Carmen Howard indicated that her department is operating well and wishes to maintain as it currently is. Councilor Whatley commented on the increase in revenue from permits issued. Carmen Howard indicated that the increase in building revenues are doing well and expects the projection to remain strong in the coming year.

Mayor German asked if there is any feedback from the public regarding this department. Carmen Howard said the common complaint is planning fees are high, however, in other areas the Town’s fees are lower than the surrounding municipalities. Overall the response regarding the department processes is positive.

Finance Director Mike Showers provided an update to the Marshal's Office numbers. Part Time employees should reflect 0 rather than 2 and the Non-sworn numbers on fiscal year 2020 should state 13 rather than 14.

Public Works Engineering:

Director of Public Works Ron Long indicated that the Town Manager's recommendations are the same as department requests other than a need for tires on a department vehicle. Finance Director Mike Showers explained how the different employees/staff time is determined and split within departments.

Public Works Storm Water:

Public Works Director Ron Long and Deputy Public Works Director Troy Odell addressed Council, indicating that the Town Manager's recommendations are consistent with department requests. Troy Odell explained that there have been several requests to the Town for CIP projects that haven't been funded at this point and are necessary needs of the town. Councilor Butner questioned a drainage problem in Pioneer Acres. Both Ron Long and Troy Odell indicated that they have included that particular issue into the CIP requests and explained what needs to be done to fix the issue.

HURF:

Public Works Director Ron Long indicated that he is requesting another full-time employee under the HURF budget. Mr. Long feels an additional full time staff member is needed for flagging road work, rather than as a temporary part-time employee, which is what they currently use. Storm water issues are impacted by the lack of employees also. Ron Long explained the challenge of upkeep and maintenance on equipment due to the lack of money in the budget.

Finance Director Mike Showers explained that the reserve funds in HURF is down to its minimum amount. If that account is down to minimum balance, Town funds will have to be transferred so that the \$300,000 minimum balance is maintained. Showers indicated that there has been recent discussion to increase HURF funding, but at this time does not have specific details for Council to make any impacting decisions.

Councilor Jessie Murdock joined the meeting at 6:11 pm.

Councilor Butner indicated that he hopes to not ever see a \$100,000 change-order on a project. Ron Long acknowledged Councilor Butner's concerns regarding the situation.

Streets Supervisor Stacy Perry explained to Council that the crew is only proactive 20% of the time, with remaining time spent managing emergency street issues, which is why another full-time employee would be helpful.

Maintenance:

Public Works Director Ron Long and Maintenance Supervisor Mike Dumas indicated that the department is in agreement with the Town Manager recommendations, but requests consideration for a merit wage increase of 1

employee and the addition of two new employees to accommodate the new Sports Complex. Russ Martin explained to Council the increased costs associated with the new sports complex. Councilor LeBeau asked if there is a total amount known for the equipment needs of the park. Mike Dumas explained he is currently working on a list for necessary equipment and needs. Russ Martin indicated that those costs are included within the monies borrowed for the park construction.

Parks & Recreation:

Parks & Recreation Director Mike Marshall indicated that the only difference in the department proposal and the Manager's recommendations are requests for merit increases. Mike Marshall explained that his department is subject to the state minimum wage rules for part-time/ temporary employees such as for the pool, etc. Mike Marshall spoke of the department needs for adequately hosting special town events and how current staff wages were shuffled so that another employee could be added to the department. Councilor Jenkins questioned how Parks and Recreation and Economic Development are working together regarding operations etc. Mike Marshall explained that Economic Development is very productive in spearheading projects and receiving grants. Marshall praised the Economic Development Department for their willingness and ability to help cross promote with his department for the overall benefit of the Town.

Finance Director Mike Showers reviewed the General-Fund Revenues with Council, including sales tax, waste water admin fees, franchise fees and intergovernmental revenues. Showers spoke of a projected 8 % increase in revenue due to the incoming RV Park.

Councilor Jenkins questioned if budget would meet the \$4,550,000 and what the cost of the Hwy. 260 development was. Russ Martin indicated that there is \$200,000 in revenue to resurface to the town from the Hwy 260 project. Council discussed the projected economy and the consequences of using reserve funds and projected fees. The Town can operate for a full year to two years with the reserve funds even if the economy sees a downturn according to Finance Director Mike Showers. Council discussed changing the reserve fund amount.

Councilor LeBeau questioned how many new staff are being requested in total by all departments. Town Manager Russ Martin clarified for Councilor LeBeau and Council in general that his request for additional employees would be 3 ½ for the new budget year; staff's recommendation was 6 employees.

Russ Martin spoke of the large increase in revenue that the town will see in August from the projected 30% occupancy at the new RV Park as well as the construction revenue increase potential.

Russ Martin spoke of the Capital Improvement plan (CIP) projects that are one-time projects that will be itemized differently for Council to review from other projects. Russ indicated that information will be available May 8th for further discussion and Council will need to review the reserve funds policy regarding using funding for projects.

Russ Martin indicated the importance of Council following up with Department

Heads for any questions they need clarification on before the May 8th meeting as well as the importance of clarification to the public regarding how reserve funds are spent.

Councilor Jenkins questioned if the monies Council allocated to the current fiscal year projects was used accordingly. Russ indicated that the money has been allocated and those projects are under way.

Russ Martin indicated that a COLA (cost of living) increase would cost approximately \$125,000; merit increases are approximately \$65,000; wage adjustments would be roughly \$200,000.

In conclusion, Mike Showers indicated that he would not be surprised if the local tax revenues reach \$5 million, which is what is projected for next year to the following year. Showers spoke of the strategic plan and what the Council feels are the goals and priorities of the Council for the upcoming year.

Councilor Jenkins spoke of the fixed payroll costs and Council discussed the operational costs associated.

Councilor Butner questioned the status of the Camp Verde Water Company purchase. Russ Martin indicated that there has to be an agreement that they approve and then it goes before the voters. Russ Martin explained that any discussion must be done in general when Council is talking about the purchase of the water company.

Councilor LeBeau left at 7:33 pm.

5. Adjournment

The meeting adjourned at 7:34 pm.

Attest:

Mayor Charles German

Judy Morgan, CMC, Town Clerk

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 Special Budget Work Session of the Town Council of Camp Verde, Arizona, held on April 10, 2019. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2019.

Judy Morgan, CMC, Town Clerk

DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, APRIL 17, 2019 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.** Council Members Buck Buchanan, Joe Butner, Bill LeBeau, Jessie Murdock, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German were present.

Also Present

Town Manager Russ Martin, Town Clerk Judy Morgan and Recording Secretary Jennifer Reed.

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) Special Work Session – March 27, 2019
- 2) Regular Session – April 3, 2019

b) Set Next Meeting, Date and Time:

- 1) Wednesday, April 24, 2019 at 6:30 p.m. – Council Hears P&Z Matters
- 2) Wednesday, May 1, 2019 at 6:30 p.m. – Regular Session
- 3) Wednesday, May 8, 2019 at 5:30 p.m. – Special “Budget” Work Session
- 4) Wednesday, May 15, 2019 at 6:30 p.m. – Regular Session

c) Approval of an Agreement (3 years initially with an option for an additional 3 years) with Carrie A. Montavon, P.L.L.C., Attorney at Law for prosecutorial services

Mayor German noted a correction on the April 3, 2019 meeting, which was conveyed to the Town Clerk and corrected (agenda item #9). Town Clerk Judy Morgan also let the Councilors know at this time there is nothing agendaized for the April 24, 2019 Council Hears Planning and Zoning Matters meeting.

Motion was made by Councilor LeBeau to approve the consent agenda with the corrections as noted. Second was made by Councilor Buchanan. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Murdock, Whatley, LeBeau, Butner and Buchanan approving.

5. Special Announcements and presentations.

5.1. National Telecommunicators’ Week (April 14th to the 20th) Proclamation

Mayor German read the proclamation and so proclaimed it.

5.2. Camp Verde's Arbor/Earth Day Celebration 2019 (April 13th) Proclamation.

Mayor German read the proclamation and so proclaimed it.

Mayor German took a Point of Personal Privilege and asked the public to bring in requests for proclamations at least three weeks in advance to get on the agenda.

5.3. 2019 Firewise efforts and New Fire Mitigation Protocol Arizona Public Service (APS) will follow going into Fire Season. [Presenter: APS NW Division Manager Mackenzie Rodgers]

APS NW Division Manager Mackenzie Rodgers gave a PowerPoint presentation on the New Fire Mitigation Protocols and Firewise efforts that APS is putting into place for the upcoming fire season. These include: 1) APS will be working with property owners to keep rights-of-way clear, and keep the defensible space around poles clear of debris, 2) Pole by pole inspections and 3) They have hired a full-time Fire Mitigation Specialist to oversee the programs. APS has programs available for customers online at aps.com. Customers can also download the APS app, to report power outages etc. Ms. Rodgers also gave tips on what to do during a power outage.

5.4. A presentation by Verde Disconnect group. [Presenter: Diane Scantlebury]

Mayor German took a Point of Personal Privilege to announce the recipient of the Arizona State Citizen Forester Award, Diane Scantlebury.

Zack Wolfe a resident and the owner of the Plowing Ahead Ranch who opposes the Verde Connect Project gave the presentation. He stated they have collected 300+ signatures of those who oppose the project. Mr. Wolf gave a history of his experience in Middle Verde and stated that his property is one of those that could be affected by one of the proposed routes. He stated that Middle Verde is an agricultural hub, which identifies with the General Plan. Livelihoods will be at stake. Road planning needs due diligence and this plan does not make sense. They are proposing a major roadway. Mr. Wolf stated that this road will not be built with free funding but will be more of a "coupon". Mr. Wolfe stated that the citizens of Middle Verde are not poor and downtrodden and are not against development but are against thoughtless development. The Verde Connect Group was irresponsible to apply for a grant without having done more research and planning. They do not know what is best for the town.

Robert Kovacovich gave an analogy of the project being like a piñata, blindfolded, spun around and then trying to hit a moving object. His family's 100-year history in Middle Verde. Three meetings were held on this proposal back in 2015 with only 45 people in attendance. They currently have 300+ signatures to get it stopped. He hopes Council will take a strong stand and oppose the project.

Mayor German commends the group of residents for presenting their opinions to the Council and would like to have the written material the Mr. Wolfe presented as part of the minutes.

Mayor German would like to have a Joint Session with the Yavapai Apache Nation, and directed the Town Manager to set a future date to discuss all the information received. Mayor German stated that the information that was presented was top quality; and added

that we (Council) are not the enemy. He respects those who are stepping up to the plate. Zack Wolfe stated that he respects the Council's decision and is looking to them for guidance.

Mayor German would like signage put up regarding any plans for future roads, and then meet to decide if the new road is needed and necessary.

Eric Eberhard (who spoke at April 3rd meeting on this subject) offered to take Council Members around Middle Verde and show them the properties that are in the proposed areas.

Mayor German stated that they will not be taking any Public Comments (Blue Cards submitted on this agenda item) tonight, as this item was to give a presentation to the Council. There will be another meeting to speak when Council present their opinion.

6. Call to the Public for items not on the Agenda. (Pursuant to ARS §38-431.01(H))

Carol German, Yavapai College Committee, wanted to thank the members of Council who attended the Open Meeting with the new president of Yavapai College. Ms. German will be leaving a booklet written by Bob Oliphant, with information about what is going on with Yavapai College with the Town Clerk. She invited Council Members to attend the next Yavapai College Board Meeting, on the Verde Campus, April 23rd in room M137 at 1pm. They will be discussing a Career and Technology Center in the Verde Valley.

Mayor German directed Council Members to let the Town Clerk know if they plan to attend.

7. Business. Legal action can be taken.

7.1 Discussion, consideration and possible approval of contract with Paul Schlegel for Presiding Town Magistrate Services for the Town of Camp Verde, Arizona. [Staff Resource: Judge Paul Schlegel]

Magistrate Judge Paul Schlegel was present and came to the lectern.

Motion was made by Councilor Butner to approve the contract as presented with Paul Schlegel as presiding Town Magistrate Services for the Town of Camp Verde, Arizona. Second was made by Councilor Buchanan.

Town Manager Russ Martin stated that the wage and term could be addressed if Council wanted to amend the motion.

Mayor German passed out information he had put together as ideas for salary increases (COLA and merit). He stated that Judge Schlegel had not seen these suggestions yet.

Councilor Butner **amended his Motion** to eliminate the Cost of Living Adjustment (COLA) Increase but incorporate a merit step increase of 2.2%. Second was made by Vice Mayor Jenkins.

Town Clerk Judy Morgan clarified the complete motion on the floor now reads, **Motion** made by Councilor Butner to approve the contract with Paul Schlegel as presiding Town Magistrate Services for the Town of Camp Verde, Arizona eliminating the Cost of Living Adjustment Increase but incorporate a merit step increase of 2.2%. Second was made by Vice Mayor Jenkins.

Town Manager Russ Martin wanted to clarify that the 2.2% increase would be from the

existing salary. Councilors will also need to decide the term of the contract.

Councilor Butner wanted to clarify his motion includes a 2-year contract with a 2.2% percent merit increase.

Councilor Whatley asked if Mayor German is suggesting the he gets the COLA and the merit step.

Mayor German stated this is just a starting point. This is usually negotiated with the Mayor and brought back to Council to review.

Town Manager Russ Martin stated that if he wants to approach Council with something specific he can. This would be a good opportunity to hear him, then Council can amend the motion if necessary.

Judge Schlegel stated that he is requested this be a four-year term contract. This would provide him a sense of security and show his commitment to the town. Regarding the salary, he is not looking for a huge increase, he did review the prosecutor contract and would like something similar. He said a COLA each year, would be fine.

Councilor LeBeau asked if they are under any time restraint to do this tonight? Mr. Martin said no Council can take the time to negotiate if they needed to.

Vice Mayor Jenkins said there was some discussion about maybe building into the contract a COLA that could be approved for employees, but she stated that Council could not approve a COLA for employees. She cautioned building in a COLA Clause.

Councilor Whatley requested to speak to Judge Schlegel to clarify his expectations and desires for this contract, specifically term and wage increase (merit and/or COLA). Mr. Schlegel indicated he would prefer a COLA increase over a merit increase but if no COLA given then he would like a merit increase; he would like a four-year contract.

Town Manager Russ Martin clarified it could be tied to the COLA index for this purpose.

Councilor Whatley spoke in support of getting this increase decided at this meeting rather than having annual discussions regarding his contract.

Councilor LeBeau asked the Judge if he had negotiated his contract yet. Judge Schlegel stated he had not. Councilor LeBeau would be in favor of postponing or tabling this item to give the Judge time to negotiate the contract.

Judge Schlegel stated he is looking for a contract that is reasonable and fair. He would like a four-year contract, similar to the Prosecutor's Contract, where there is a guaranteed COLA each year.

Mayor German asked Councilor Butner if he wanted to withdraw his motion.

Councilor Butner replied, "no", he might amend it to a four-year contract, but he does not want a COLA in there.

Councilor supported offering something consistent to the prosecuting attorney's contract.

Mayor German asked if Councilor Butner would consider amending his motion to a four-year contract. Councilor Butner said yes a four-year contact but without a COLA.

Councilor Murdock asked Councilor Butner for clarity, is the 2.2% increase upon the

review of the Manager and Town Council or would it be automatic.

Councilor Butner stated that it is not automatic, it is a merit step increase in this contract. Councilor Murdock said he would get 2.2% every year for four years. Councilor Butner stated that wasn't his understanding, it would be a one-time occurrence in addition to what he is making currently, for 1 year.

Councilor Murdock asked Town Clerk to restate the motion as it is to be read and approved.

Town Clerk Judy Morgan stated the current motion reads, approving the contract with a two-year term and including a 2.2% merit step increase.

Councilor Butner amend his motion to approve the contract with a four-year term, with one merit step increase of 2.2%. Second was made by Vice Mayor Jenkins.

Councilor LeBeau asked if this was agreeable to the other party in the contract.

Judge Schlegel said for clarification, he understands the four-year contract, but asked if the 2.2% merit increase is a one-time thing? Councilors said yes.

Mayor German explained Council can approve another merit increase each year of the contract for budgeting purposes. Mr. Martin stated the contract could be amended in the future for just that purpose.

Councilor Whatley stated she would like establish this at this time. She would like a four-year term with a COLA increase annually.

Vice Mayor Jenkins would like to review the contract (regarding increases) on a yearly basis, and if the funds are available then Council could increase then. She is opposed to automatic increases without knowing what the funding is within the Town's budget in future years. This should be written into the contract.

Mayor German agrees with that suggestion since the Town doesn't have a property tax.

Mr. Martin stated Councilor Butner could easily amend the motion to include reviewing it annually.

Councilor Whatley asked if the Prosecutor's Contract will be reviewed annually as well. Mayor German said no because her COLA is tied in.

Councilor Butner moved to amend his **Motion**, to approve the contract with a four-year term, with one merit step increase of 2.2% and allow for an annual review of the merit increase on the anniversary date on the signing of the contract for further merit increases. Second made by Councilor Jenkins.

Motion carried 6-1. Mayor German, Vice Mayor Jenkins, Councilors Murdock, LeBeau, Butner and Buchanan in favor. Councilor Whatley opposed.

7.2. Discussion, consideration and possible authorization for the Wastewater Division to purchase a 2000-gallon water truck to better utilize our larger vacuum/jetter truck by keeping it in the field instead of returning to the nearest fill hydrant or wastewater plant to refill every 1000 gallons. [Staff Resource: Jerry Tinagero]

Jerry Tinagero stated that this has been brought before council because they have been using fire hydrants, which is expensive. They have money allocated for vehicles they can

use for this along with money brought in with the hauler station. He stated he can use the supply truck for the arena, if needed. Mr. Tinagero explained they picked a small truck because a CDL is not required. It would also have an automatic transmission. With this vehicle they could increase their current operations to 4 days a week. He is asking for \$50,000 plus tax and license and delivery.

Councilor Buchanan stated that with it getting into fire season, this type of truck will be gone fast and they should jump on this purchase fast.

Motion was made by Councilor Murdock to approve and authorize the purchase of the preferred 2000 gallon 2014 International Durastar 4300 water truck or similar for the purchase price of \$49,900 + applicable tax, license, delivery and fees. Second was made by Vice Mayor Jenkins.

Councilor Butner would like to add that it would be useable by the Rodeo Arena without interference of the operation at the sewage treatment plant.

Mr. Martin stated this is already in the agreement.

Motion carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Whatley, Murdock, LeBeau, Butner and Buchanan approving.

7.3. Discussion, consideration and possible approval of updated “Town of Camp Verde Citizen Complaint Form” and new document, “Town of Camp Verde Complaint Form Instructions”. [Staff Resource: Russ Martin]

Councilor Jenkins stated a “clean” draft copy was forwarded to Council Members without all of blue lines, for readability. She also added that included in packet was a document “Form Instructions”. The complaint form and instructions were incorporated into one document; therefore, this document is no longer relevant.

Councilor Whatley asked if this was reviewed by the County Attorney. This form was reviewed by the Town Attorney and Risk Manager, Carol Brown.

Vice Mayor Jenkins thanked Councilors Buchanan and Butner for the help in modifying this form.

Mayor German asked the exclusion of appointed officials in this procedure. He said they have dealt with personal complaints against Commissioners, and suggested waiting until after training to tweak the document to include Commissioners.

Vice Mayor Jenkins stated there is a procedure in Policies and Procedures on complaints for appointed officials. She didn't see a place for a formal complaint similar to this. She agrees that this could be addressed later. Vice Mayor Jenkins said early on in the process they requested how many formal complaints were ever given. Carol Brown told her there were only (6).

Councilor Whatley said that concerned citizens have the recourse of a recall or voting out of office elected officials. She is afraid of frivolous complaints.

A Motion was made by Councilor LeBeau to approve Town of Camp Verde Citizen Complaint Form as revised. Second was made by Councilor Whatley. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Whatley, Murdock, LeBeau, Butner and Buchanan approving.

7.4. Discussion, consideration/update and possible direction to staff relative to proposed legislation by the 54th State Legislature. [Staff Resource: Russ Martin]

Town Manager Russ Martin:

1- HURF Funds- Staff has put together a response for the League, showing numbers on deferred maintenance and project lists.

2- Wayfair Conversation (added to packet)-free internet purchasing a thing of the past. The Use Tax Discount is hurting the community. Estimated revenue increase is \$200,000 if approved.

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

No public to comment.

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 Whaley- attended a Jazz Concert at the Phillip England Center. They are trying to develop a season ticket packet. She also attended the Library Volunteer Lunch, Mike Dumas's Retirement Celebration, and the Earth Day Celebration. She stated that April 27th is the March for Meals Fundraiser for the Meals on Wheels Program.

Councilor LeBeau- attended the Arena Ground Breaking Ceremony.

Councilor Murdock- attended the Welcome Home Vietnam Veterans, and the Arena Ground Breaking Ceremony.

Mayor German- was the Guest Ringmaster at the circus.

Vice Mayor Jenkins- attended the Library Volunteer Luncheon, Arena Ground Breaking Ceremony, and was a Guest Ringmaster for the Circus. She will be attending a Workforce Development Board NACOG Meeting.

Councilor Buchanan- hopes that members can attend the Yavapai College Governing Board Meeting next Tuesday, April 23, 2019 at 1pm.

Councilor Butner- attended the Arena Ground Breaking Ceremony. He would like to agendize a Work Session concerning the Verde Connect Project and invite the Yavapai Apache Nation to discuss a possible resolution and preservation of Middle Verde. He would also like to agendize the Camp Verde Water Company Certificate of Convenience at the earliest possible date. Councilor Butner would like the correspondence from the Mayor, put into record, "How to Conduct Ourselves at Meetings".

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:

- 1,046 tickets sold or used for the Circus. Community members were very respectful. He gives credit to the protestors with the weather concerns. He appreciates staff at all levels.

Councilor LeBeau asked about a news article stating that protestors were corralled behind barriers. Mr. Martin stated he had worked with the Commander on this and it was for their protection.

10.1 Update on Verde Lakes road closures and long-term solutions.

Town Manager Russ Martin stated that next week staff will be meeting with the Army Corps of Engineers to look at the road & wash. The hope is to work with them to the clearing of that and reestablish some of the locations where that water was flowing, to get more of a normal flow. The second part is to decide what to do to improve the road. He would also like to work with property neighbors to establish better access. They will also be meeting with the Forest Service about drainage.

11. Adjournment

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

Attest:

Mayor Charles German

Judy Morgan, CMC, Town Clerk

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 April 17, 2019. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2019.

Judy Morgan, CMC, Town Clerk

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Agenda Item Submission Form – Section I

Meeting Date: May 1, 2019

Consent Agenda Decision Agenda Executive Session Requested

Presentation Only Action/Presentation Work Session

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Russ Martin/Corey Rowley

Agenda Title (be exact): Request for authorization for the Marshal's Office to apply for grant funding from the Governor's Office of Highway Safety (GOHS), Arizona Community Foundation (ACF), and the Arizona Auto Theft Authority (AATA) to pay for equipment and personnel expenses to be incurred in FY 2019-2020.

List Attached Documents:

Estimated Presentation Time: 10 Minutes

Estimated Discussion Time: 10 Minutes

Reviews and comments Completed by:

Town Manager: _____ Department Head: Corey Rowley

Town Attorney Comments: _____

Risk Management: _____

Finance Department
Fiscal Impact:
Budget Code: _____ Amount Remaining: _____
Comments:

Background Information:

The Marshal's Office is seeking to apply for funding through several grant sources to pay for equipment and personnel overtime expenses for several projects, which will not require matching funds on the part of the Town. The Marshal's Office has applied for several of these grants in past years and has been awarded similar grants in several cases.

Arizona Automobile Theft Authority (AATA)

1. **Operation "Night Watch" Automated License Plate Reader (LPR).** Grant request for \$32,570 to purchase an automated license plate reader system, along with associated software and licenses, to be installed in one CVMO patrol vehicle. The LPR system reads license plates of vehicles as they pass the system (patrol vehicle) and queries local, state, and federal databases to identify stolen vehicles. The

primary function is to identify, locate, and recover stolen vehicles. This is a new grant opportunity, and AATA is supportive of Camp Verde obtaining the system since we are located at the crossroads of I-17 and SR260, which brings high traffic volume and the potential to identify and recover stolen vehicles traveling through Arizona. The system is linked nationally with other users on the database, which allows for tracking of license plates of suspect vehicles in other crimes to show location history and aid in locating suspects. There is no obligation to match funds for the purchase, however; there would be annual (*optional*) maintenance fees of \$6,995 beginning in year two of the contract and an additional \$1,575 beginning in year six. These fees *may* be eligible to be covered by additional AATA grant funds, but application would need to be made each year.

*If the maintenance fees were not paid, the system would still be operational for identifying stolen vehicles, but would not share tracking data nationwide or enhanced features.

Governor's Office of Highway Safety (GOHS) – There are two grant opportunities from GOHS with separate sub-requests in each.

2. **Impaired Driving grant – AL.** Total: \$62,892
 - a. Request for \$7000 for overtime expenses to conduct DUI Saturation and Enforcement in and around the Town of Camp Verde. CVMO has requested and received this grant funding for the last several fiscal years. There is no obligation to match funds.
 - b. Request for \$55,892 to purchase a 2019 Chevrolet Tahoe police package patrol vehicle to be used for DUI Enforcement, traffic enforcement, and accident investigations by the traffic unit deputy and to transport the equipment used in serious injury and fatal traffic collision investigations. If awarded, this would eliminate the need for the Town to purchase one new vehicle for patrol. Patrol has several patrol vehicles approaching replacement criteria, and we could avoid replacing one if awarded. This is a new grant request with no obligation to match funds.
3. **Traffic Services/Speed Control grant – PTS.** Total: \$26,136
 - a. Request for \$8,000 for overtime expenses to conduct specific traffic related enforcement in and around the Town of Camp Verde. CVMO has requested and received this grant funding for the last several fiscal years. There is no obligation to match funds.
 - b. Request for \$8,019 to purchase five vehicle mounted "Radar" speed detection units for the five new patrol vehicles purchased by CVMO in FY2018-2019. They will replace old radar units that have reached the end of their service life and are being serviced with used parts from a second party vendor since parts are no longer available through the manufacturer. This is a new grant request with no obligation to match funds.
 - c. Request for \$5,149 to purchase vehicle mounted Bluetooth printers for the patrol vehicles for use with the new TraCS e-Citation software in use by CVMO. This will allow deputies to issue electronic citations in the field. There is no obligation to match funds.
 - d. Request for \$4,968 to purchase hand-held scanners for the patrol vehicles for use with the new TrCS e-Citation software in use by CVMO. This will allow deputies to scan the barcodes on drivers licenses and vehicle registrations to populate and create the electronic citations. There is no obligation to match funds.

Arizona Community Foundation

4. **Janet Coddling Law Enforcement Canine Fund.** Request for \$14,535 to purchase K-9 specific equipment and training for the CVMO canine unit. CVMO has requested and received this grant funding for the last several fiscal years. There is no obligation to match funds.

Arizona Community Foundation of Sedona

5. **Healthcare Fund.** Request for \$7,238 to purchase four automated external defibrillators (AEDs) for the Marshal's Office deputies to carry in their patrol vehicles. There will be an obligation to partially match funds. CVMO would need to cover the balance of the cost of the units not provided through the grant. It is unknown how much of the requested grant funds will be provided by the grant until the grants are reviewed by ACF.

Recommended Action (Motion):

Move to approve the Marshal's Office to apply for grant funding from the Governor's Office of Highway Safety (GOHS), Arizona Community Foundation (ACF), and the Arizona Auto Theft Authority (AATA) to pay for equipment and personnel expenses to be incurred in FY 2019-2020.

Instructions to the Clerk:

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Yavapai Promise Proclamation

Whereas, studies have shown that people with an Associate's Degree earn \$360,000 more on average during their career than people with a high school diploma; and

Whereas, people with Associate Degrees strengthen our tax base by contributing an average of \$100,000 more to the tax rolls than people with high school diplomas; and

Whereas, a well-educated workforce helps attract and retain businesses because 64% of jobs require a college certificate or degree; and

Whereas, people with a college degree are less likely to take advantage of various tax-funded services ranging from unemployment and TANF to food stamps or incarceration; and

Whereas, more than 200 other communities have already established College Promise scholarship programs, infusing millions of dollars of federal grants into their communities; and

Whereas, the Town of Camp Verde desires to create a college-going culture within Yavapai County for the aforementioned reasons;

Now, Therefore, be it Proclaimed by the Mayor and Council of the Town of Camp Verde, Arizona, that they support the Yavapai Promise program of Yavapai College, which is a promise to make earning a college degree tuition-free for the graduating high school and GED class 2019 who complete a degree within two years (7 consecutive semesters) at Yavapai College.

In Witness Whereof, I Charles C. German, Mayor of the Town of Camp Verde, have hereunto set my hand and caused to be affixed the seal of the Town of Camp Verde, Arizona, this 1st day of May 2019.

Charles C. German, Mayor

ATTEST:

Judy Morgan, CMC, Town Clerk

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***Town of Camp Verde
Proclamation
Municipal Clerks Week
May 5 - 11, 2019***

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

Whereas, The Office of the Municipal Clerk is the oldest among public servants; and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

Whereas, The Municipal Clerk serves as the information center on functions of local government and community; and

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations; and

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk;

Now, Therefore, The Mayor and Council of the Town of Camp Verde, recognize the week of May 5 - 11, 2019, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the Town of Camp Verde, Arizona, this 1st day of May 2019.

Charles C. German, Mayor

ATTEST:

*Judy Morgan, CMC
Town Clerk*

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Agenda Item Submission Form – Section I

Meeting Date: May 1, 2019

- Consent Agenda
- Decision Agenda
- Executive Session Requested
- Presentation Only
- Action/Presentation
- Work Session

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Corey Rowley

Agenda Title (be exact): Proclamation to declare May 15th of each year to be **Peace Officers Memorial Day**, and the calendar week of each year during which May 15th occurs as Police Week, which was originally proclaimed by the U.S. Congress and signed by President John F. Kennedy on October 1, 1962.

List Attached Documents:

Estimated Presentation Time: 5 Minutes

Estimated Discussion Time: 5 Minutes

Reviews and comments Completed by:

- Town Manager: _____ **Department Head:** Corey Rowley
- Town Attorney Comments:** _____
- Risk Management:** _____
- Finance Department**
Fiscal Impact:
Budget Code: _____ **Amount Remaining:** _____
Comments:

Background Information:

In 1962, President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, as National Police Week. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.

On 5-02-18, the Mayor and Common Council passed a similar proclamation declaring May 15,2018 as Peace Officers Memorial Day and the week of May 15, 2018 as Police Week.

Recommended Action (Motion):

Move to Proclaim May 15, 2019 as *Peace Officers Memorial Day*, and the calendar week of May 15, 2019 as Police Week.

Instructions to the Clerk:



PROCLAMATION

DESIGNATING MAY 15, 2019 AS PEACE OFFICERS' MEMORIAL DAY AND THE WEEK OF MAY 15, 2019 AS POLICE WEEK

WHEREAS, the 87th Congress of the United States of America, signed on October 1, 1962, by President John F. Kennedy proclaimed May 15th of each year as Peace Officers Memorial Day and the calendar week of each year during which May 15th occurs as Police Week.

WHEREAS, the National Law Enforcement Officer's Memorial located in Washington DC, honors all of America's Federal, State, Tribal and local law enforcement officers killed in the line-of-duty. Inscribed on the Memorial's marble walls are the names of more than 21,500 officers, dating back to the first known death in 1792.

WHEREAS, there are 255 Police Officers who were killed in the line of duty in Arizona and their names are inscribed on the Wall of Honor at the National Law Enforcement Officer's Memorial in Washington DC. There were 163 law enforcement officers killed in the line of duty in 2018.

THEREFORE, BE IT RESOLVED that the Mayor and Common Council of the Town of Camp Verde do hereby proclaim May 15, 2019 as Peace Officers Memorial Day and the week of May 15, 2019 as Police Week.

Proclaimed by the Mayor and Common Council at the Regular Session of May 1, 2019.

Charles C. German, Mayor

Date

Attest:

Judy Morgan, CMC, Town Clerk

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Agenda Item Submission Form – Section I

Meeting Date: May 1, 2019

- Consent Agenda Decision Agenda Executive Session Requested
- Presentation Only Action/Presentation Work Session

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Russ Martin/Corey Rowley

Agenda Title (be exact): Request for authorization for the Marshal's Office to use FY2018-2019 Capital Expense budget funds to pay for a new repeater and the related installation expenses to connect to the antenna site, which is necessary for the continued operation of the dispatch center for CVMO and partner agencies.

List Attached Documents:

Estimated Presentation Time: 10 Minutes

Estimated Discussion Time: 10 Minutes

Reviews and comments Completed by:

- Town Manager: _____ Department Head: Corey Rowley
- Town Attorney Comments: _____
- Risk Management: _____
- Finance Department
Fiscal Impact:
Budget Code: _____ Amount Remaining: _____
Comments: _____

Background Information:

The Marshal's Office is seeking to use FY2018-2019 Capital Expense budget funds in the amount of \$21,583.24 to replace the existing repeater system for the CVMO regional dispatch center. The current repeater, along with the related wiring to the antenna tower, is over 20 years old and past its operational life since the manufacturer no longer makes replacement parts. In the event of a failure of the current unit, police radio communications would be interrupted for days, or weeks, while parts were searched for from second party vendors, if available at all. This would cause an extreme safety issue, not only for the Town of Camp Verde, but for the other communities also served by the dispatch center, which are the Cities of Clarkdale, Jerome, and the Yavapai Apache Nation.

The Marshal's Office had an evaluation conducted of the repeater site in March 2019 and it was recommended the repeater be replaced. The antenna itself is still in serviceable condition and was not recommended to be replaced, but the aged, weather beaten antenna wiring needs to be replaced as well for better operation.

The vendor has provided a quote with State Contract pricing for the new repeater, and the total with parts, labor, and installation is \$21,583.24.

Recommended Action (Motion):

Move to approve the Marshal's Office to use FY2018-2019 Capital Expense budget funds to pay for a new repeater and the related installation expenses to connect to the antenna site.

Instructions to the Clerk:

Gila Electronics
2481 E Palo Verde St. Yuma AZ 85365

Sales Rep: Jim McDonald
Cellular #: (360)508-4648
Fax #: (928)726-8238
Email: jim@gilaelectronics.com

E-Mail: brian.armstrong@camp	Date: 4/19/19
Customer / Bill to: Camp Verde Marshall's Office	QUOTE # State of Arizona Contract
Billing Address: 646 S. First St.	Contract No. : ADSP013-036880
City / St. / Zip: Camp Verde, AZ 86322	Shipped To: 2481 Palo Verde St
Contact: Brian Armstrong	City / St./ Zip: Yuma, AZ 85365
Phone # : 928-554-8304	Contact: Jim McDonald
Fax #: 928-567-6238	Phone #: 928-726-0896 x 219

Quotation valid for 90 days

Item	Qty	Model Info	Description	Unit Price	Ext. Price
1	1	T7039	GTR8000 VHF Digital/Analog Repeater	\$18,372.75	\$18,372.75
2	75	ANDLDF4.5-50	1/2 Heliac cable by foot new repeater cable	\$5.75	\$431.25
3	10	L04	Install Labor for Repeater rewire antennæ	\$100.00	\$1,000.00
4	1	31915	Tower Cable clamps 5/8" 50 Pak	\$21.10	\$21.10
5	2	A5NSF	Helax Connecotrs Female	\$31.80	\$63.60
6	2	LMR400NMNM5	LMR 400 Jumpers from repeater to combiner	\$30.27	\$60.54
7	1	5.930.0202.002	Tower Antenna Stand off Mouni	\$184.00	\$184.00
8				\$0.00	\$0.00
9				\$0.00	\$0.00
10				\$0.00	\$0.00
11				\$0.00	\$0.00
12				\$0.00	\$0.00
13				\$0.00	\$0.00
14				\$0.00	\$0.00

Type System:	Equipment Total	\$20,133.24
System Monthly Fee:\$	Freight	\$0.00
	Sales Tax	\$1913,34
	Travel	\$450.00
	Install	\$1,000.00
	Grand Total	\$21,583.24
	Trade In	\$0.00
	Maintenance	\$0.00
	Balance Due	\$21,583.24

Scope of Work: Program and Install new repeater on Squaw Peak, raise Antenna on tower and repalce all cabling and connectors. Remount Antenna on a 2' Tower Stand Off Mount. Motorola State of Arizona Contract number ADSP013-036881

\$1 Purchase Lease Option	
24 months	Two Payments due upon signing of lease.
36 months	Two Payments due upon signing of lease.
48 months	Two Payments due upon signing of lease.
Sales Payment Terms	
	Paid in Full with Order
	COD
	Lease
	Net 10 Days
	Net 30 Days
Customer Initial Terms for Approval _____	

NOTE:
Must be 2 PO's One for the Motorola Rep[ea]ter made out to Motorola and one for all labor and Misc Parts made out to Gila Electronics.
Because the first quote was quoted with a maintenance contract Misc. would have been covered by contract and labor price is 100.00 per hour not 75 as with the contract. As stand alone all install parts are quoted.

Authorized Customer Signature

Date

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Issue 15 – April 19, 2019

Legislative Update

Today is the 96th day of session. The bulk of the attention at the legislature this week focused on the measures banning the use of wireless devices while driving and other forms of distracted driving. House Speaker Rusty Bowers (R-Mesa) made an announcement on the House floor on Wednesday that he would bring all three measures up for a vote: SB1165 texting while driving; prohibition, SB1141 distracted driving, and HB2318 texting while driving; prohibition; enforcement. This announcement came one week after a small coalition of Republicans in the House voiced concerns over the measures and attempted to prevent a vote on the bills unless they were amended to make the penalties a secondary offense. House Republicans held a closed caucus meeting on Wednesday to again discuss the measures before Thursday's debate and vote.

The families of those killed in distracted driving accidents, including the family of Salt River Police Officer Clayton Townsend, watched in the gallery as the House brought up each measure for a vote on Thursday. The first bill considered was SB1165 texting while driving; prohibition, sponsored by Senator Kate Brophy McGee (R-Phoenix). It was amended by Speaker Bowers to designate using a cell phone while driving as a secondary offense. The bill was subsequently voted on and failed with a vote of 24-36. In Bowers' explanation he stated he wanted to provide an option to vote on a bill that included the violation as a secondary offense, at the request of some members. During vote explanations, one member voiced concern that none of the wireless device ban bills would allow drivers to use their phone in an emergency to call 9-1-1. This is incorrect as the bills do provide a defense for emergency situations.

The next bill considered was SB1141 distracted driving, sponsored by Senator J.D. Mesnard (R-Chandler), that prohibits drivers from engaging in any activity that interferes with the safe operation of a vehicle. It passed with a vote of 31-29 and will

soon be sent to the governor. The last bill considered, HB2318 texting while driving; prohibition; enforcement, sponsored by Representative Noel Campbell (R-Prescott), designating the act of using a wireless device while driving as a primary offense, passed the House with a vote of 44-16 and was transmitted to the governor, who has indicated publicly that he will sign this measure.

Arizona is only one signature away, and much closer to enacting a texting while driving law than at any other time within the last decade when similar measures have been introduced. Once signed into law, only Montana and Missouri will be the remaining states without a ban on handheld devices or texting while driving.

Economic Nexus/Wayfair

Earlier this session the League was supportive of HB2702 TPT; marketplace facilitators; nexus sponsored by Representative Ben Toma (R-Peoria). However, the original version of the bill was held up in the House Rules Committee and never made it to the Senate. Over the past month and a half, the House has been working on amendments to the economic nexus language related to the Supreme Court decision on *Wayfair*.

Last Friday the League was provided a copy of the amendment which included language placing the retail section of the Model City Tax Code in state statute. Certainly, cities and towns place significant value in maintaining the MCTC as a source of more than \$500M in annual revenue. In recent days, the League has been working with Representative Toma and others to find a compromise solution all parties can agree to.

Please look for additional communication from the League on this issue and how to best engage with your legislators to accomplish the state's objective of implementing Wayfair while also protecting local decision making.

Legislative Bill Monitoring

All bills being actively monitored by the League [can be found here](#).