

**(Corrected) MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, MARCH 6, 2019 at 6:30 P.M.**

1. Call to Order

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

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

Also Present: Town Manager Russ Martin, Town Clerk Judy Morgan, Town Marshal Corey Rowley, Library Director Kathy Hellman, Risk Manager Carol Brown, Finance Director Mike Showers and Recording Secretary Marie Moore.

3. Pledge of Allegiance

The Mayor led the Pledge of Allegiance.

- 4. Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

a) Approval of the Minutes:

- 1) (Budget) Work Session – February 8, 2019
- 2) Executive Session – February 8, 2019 (recorded and on file)
- 3) Regular Session – February 20, 2019

b) Set Next Meeting, Date and Time:

- 1) Wednesday, March 13, 2019 at 5:30 p.m. – Work Session
- 2) Wednesday, March 20, 2019 at 6:30 p.m. – Regular Session
- 3) Wednesday, March 27, 2019 at 6:30 p.m. – Council Hears P&Z Matters - CANCELLED
- 4) Wednesday, March 27, 2019 at 6:30 p.m. – Special Session
- 5) Wednesday, April 3, 2019 at 6:30 p.m. – Regular Session

- c)** Approval and possible adoption of 2019 Policy Statement that authorizes the Mayor (as the Town's Chief Elected Official), to support or oppose bills introduced during Legislative Sessions when they affect the Town's interest and require an immediate response. [Town Code Section 2-2-4 F]

- d)** Approval of Ordinance 2019-A443, an Ordinance of the Mayor and Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Town Code, Article 2-2, Section 2-2-4 POWERS AND DUTIES OF THE MAYOR; Paragraph (F).

On a motion by Councilor Butner, seconded by Councilor Le Beau, Council approves the Consent Agenda with the exclusion of Items 4(b), (3-4)

Councilor Butner requested clarification from the Town Manager, Russ Martin

regarding the cancellation of Item 4 b) 3. and resetting Item 4 b) 4., a different matter for the same date and time.

Town Manager, Russ Martin explained that there is a monthly Planning & Zoning matters meeting scheduled each month. Due to the fact that there is not a need to hear any items from the Planning & Zoning Commission, the meeting is cancelled. In lieu of that meeting, the date and time will still be utilized as there are items that are in need of discussion, but the title of the meeting must be renamed as a "special session" as the matters on the Agenda for the meeting will not pertain to anything associated with Planning & Zoning. Martin did indicate that the meeting is scheduled for 6:30 pm and it would be at Council discretion if they would like to change the meeting time to 5:30 pm.

On a motion by Butner, seconded by Vice Mayor Jenkins, Council approves Item 4 b), 3-4 with the change of time for 4 b) 4. to 5:30 pm. Motion passes unanimously with Council Members Buck Buchanan, Joe Butner, Bill LeBeau, Jessie Murdock, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German approving.

5. Special Announcements and presentations.

5.1. Vietnam Veterans Remembrance Day Proclamation.

Mayor proclaimed it for the 30th of March.

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

John Garinger stated the Town's code enforcement officer is harassing him, as it pertains to his residential trailer. He spoke on other properties that were not considered a violation yet his has been singled out as a violation. Mayor German explained that Council is unable to comment on items not on the agenda but directed Town Manager Russ Martin to look further into the matter.

Bruce George informed Council that AARP is assisting with tax filing for the community, free of charge, on Tuesdays, Thursdays and Saturday mornings at the Senior Center and on Thursday from 4pm to closing at the Public Library.

Marie Declue with Meals on Wheels requested the public and Council's help to raise \$5000.00 for the program during their event on March 23, 2019. Applications were handed to Council and available for the members of the public present at the meeting.

7. Business. Legal action can be taken.

7.1. Presentation and possible acceptance of the Town of Camp Verde's FY18 Audit. [Staff Resource: Mike Showers]

Scott Graff with Colby and Powell PLC firm reviewed the FY18 Audit report with Council.

Vice Mayor Jenkins questioned how the report is compiled. Scott explained it is completed in part by himself and the finance director and ultimately, Scott compiles everything to create the report.

Councilor Whatley asked how many years the CAFR (Comprehensive Annual Financial Report) certificate has been applied for and received in the last 5 years. Financial Director Mike Showers indicated that every year the certificate is

received. Councilor Whatley commended Mike Showers for the extra work he puts toward the CAFR Certificate each year.

Councilor Butner requested clarification on the fiduciary funds. Scott Graff indicated that on Page 96 of the report, the Employee Assistance Fund as well as the Camp Verde Sanitary District Fund are listed.

Councilor Butner questioned if the information on pages 4 through page 15 are provided by the Finance Department. Scott Graff affirmed that is correct.

Councilor Butner asked for clarification on page 11 regarding the Waste Water Fund decrease and depreciation. Finance Director Mike Showers indicated that this matter was discussed at a previous work session. The fund shows a balance decrease, however, the biggest cause in the fall is due to depreciation and not a funding loss. Councilor Butner questioned why the depreciation is so large. Mike Showers explained that the Sewer Department is like any other business and must show depreciation on their equipment.

Scott Graff offered to attend a work session where he could answer all of Council's questions regarding finer details of the report.

On a motion by Councilor Murdock, seconded by Councilor Butner, Council approves the Town of Camp Verde's FY18 Audit. Motion passed unanimously with Council Members Buck Buchanan, Joe Butner, Bill LeBeau, Jessie Murdock, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German approving.

7.2. Discussion and possible approval of update to Library Job Descriptions.
[Staff Resource: Kathy Hellman]

Library Director Kathy Hellman explained that she has been in the new library for 2 years now and feels there is a need for structure and organization for staff as well as up-to-date job descriptions for appropriate positions. Organizational structure for in-house advancement is currently not available and with this update, she would like to create such opportunities.

Vice Mayor Jenkins indicated that several of the jobs require a master's degree and questioned if such education is easy to find to bring to the Town for the positions. Kathy Hellman explained that with the updates, recommendation rather than requirement for those positions have been made. Kathy did indicate that the Library Director and Supervisor should require a Master's Degree, but mainly, she is looking to prepare for the future when the need arises for new positions within the department.

Councilor Butner clarified that a new position is not being asked for at this time. Kathy Hellman explained that the youth librarian is not a new position but rather is a step down from the youth services librarian.

Councilor LeBeau commended Kathy for her hard work at the library and clarified that when necessary, any new positions would be included on a staffing chart when the time comes for requesting the new positions. Kathy Hellman indicated that when the time comes, she would include the request during the budget process.

Councilor Buchanan expressed his gratitude toward the library and all they do for

the town.

On a motion by Councilor Murdock, seconded by Councilor Whatley, Council approved the update to Library Job Descriptions. Motion carried unanimously with approval from Councilor Members Buck Buchanan, Joe Butner, Bill LeBeau, Jessie Murdock, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German.

7.3. Discussion, consideration and possible approval of a Rodeo Grounds Lease between the Camp Verde Rodeo Association and the Town of Camp Verde Property adjacent to the current Wastewater Treatment Plant. [Staff Resource: Russ Martin]

Town Manager Russ Martin clarified in a memo to council, matters pertaining to the funding and lease details, explaining that If council was to pull section 4(C-2) of the agreement, there would still be a complete lease agreement for review, consideration and possible approval. An additional agreement would need to address the “gift clause” use of public funding and at this time, more time and detail is needed before consideration of budgetary concerns.

Martin requested that funding be discussed at a later time when the economic study is completed, approximately the end of April, therefore, allowing council to focus on the lease agreement itself.

Russ Martin introduced Risk Manager Carol Brown and commended her for her diligence in the work she has done for this project.

Councilor Whatley questioned item 5(b). Councilor Murdock clarified that if item 4(C-2) is removed, 5(B) would also need to be removed. Russ Martin requested that if any motion is made, the removal of both items be included in the motion. Martin also assured council that the lease can still be voted upon without either item.

Vice Mayor Jenkins requested clarification on item 15(D). Risk Manager Brown explained that the Risk Pool recommended that a policy of \$2 million per occurrence and \$6 million in aggregate coverage is required, anything below that amount would put the town at risk. The CVAA proposed a \$1 million / \$2 million policy. Carol Brown explained that if CVAA carried an additional \$1 million, and any host/contractor be required to carry the same policy, which would stack upon both policies in place, the coverage would be adequate.

Councilor Whatley clarified that the counter offer proposed amount is staff's recommendation. Carol Brown expressed that yes, it would minimize the Town's risk.

Camp Verde Arena Association (CVAA) President Mary Phelps informed Council that they will carry a policy as requested.

Councilor Butner questioned the timeframe indicated in the lease, specifically the summer rodeo. Mary Phelps indicated that the goal is to have year-round events. Councilor Butner recommended that a rodeo for Ft. Verde Days be included in the lease.

Mayor German indicated that in the lease it should state that the CVAA and the

Town will mutually agree on a schedule of dates.

Councilor Murdock expressed that she supports and understands the idea of securing the rodeo during Fort Verde Days, but doesn't feel such detail should be included in the lease agreement.

Councilor LeBeau asked CVAA President if the lease was reviewed by their attorney. Mary Phelps indicated that it had been and that the CVAA needs to maintain the right to all scheduling of the facility.

Councilor Butner clarified the importance of having precedence to the Fort Verde Days Rodeo so the facility can not be booked for a different event without CVAA's knowledge.

Call to the Public:

Town Clerk read a statement from resident Deborah Moody, stating she had called in and left a message for Council to read: "Verde Lakes is a poor neighborhood-mostly people cannot afford horses out here. Town can be better served to cater to more of its population."

Diane Bowlus indicated that there are a lot of people that can't manage to get to doctor appointments, etc., and feels the Town should focus on a transit system before focusing on a rodeo grounds. Mayor German assured that transportation is currently being worked on in conjunction with NACOG, Cottonwood Area Transit (CAT) and the Yavapai Apache Nation. Councilor Whatley indicated that the Senior Center also provides assistance for those needing rides to important appointments and suggested Ms. Bowlus seek them out for more information.

Bruce George stated that when he was on Council, the 2012 CIP included a budget with \$1.5 million allocated to a town arena. That amount was eventually reduced to \$50,000 for an equestrian area. Bruce George commended Town Manager Russ Martin for long-term planning for the Town, but doesn't feel that has been the case in his research for this project. Bruce George asked the Council to contact the Towns of Wickenburg and Prescott to receive accurate information regarding their rate of return on hosting rodeos, but at this point feels the Camp Verde needs to slow down on this project.

Shannon Wolfe indicated that stock contractors will not provide the extra insurance necessary for the Town to not be at risk. Shannon also expressed concern that the Jackpot Ranch has already scheduled events for the Fort. Verde Days and adding another arena would be pitting the Town (public sector) against the private sector. Mayor German complimented Shannon Wolfe on the written communication she provided for Council review before the meeting took place.

Amy Finley, Manager of Jackpot Ranch spoke on the upcoming booked events at Jackpot Ranch and is concerned about the competition with the Town. Amy Finley explained that Bull Riding is already scheduled for Fort Verde days and the ranch is working in conjunction with the Casino.

Daria Weir spoke on behalf of Josh McReynolds who was unable to make the meeting due to a family emergency. Daria stated that Josh spoke of the increased business brought to Babes BBQ during the past weekend rodeo hosted by the Jackpot Ranch and hopes to see more events coming to the town in the future.

Daria indicated CVAA is an approved 501c3 and spoke of her extensive experience with several rodeo associations that will come in with insurance policies, as the Town is requiring. Daria indicated that she has worked for numerous years with the Casino in hosting rodeo events and is confident that there is a work-around with the previously booked events. The Town of Wickenburg has 15 arenas, all of which strongly support one another and feels Camp Verde can successfully do the same.

Brad Gordon indicated that he called the Town of Queen Creek and although he did not receive firm numbers on revenue brought in by their arena, the Economic Development Director indicated the rate of return is low. Brad expressed his desire in the completion of the ball park and concern about dwindling the CIP budget. Brad indicated that he would like to see the rodeo happen and is supportive of purchasing bleachers and such that can be used for other events.

Linda Buchanan feels there has not been enough public input, but there needs to be fiscal responsibility and core western values when considering building another arena. Linda spoke of events that have been put on without asking for Town funding and feels that this is being set up as an "us against them scenario".

Mayor German called short break, recessing the meeting at 8:01 p.m.

Meeting resumed at 8:09 p.m.

Councilor Butner indicated that he has been an active representative in some way or sort for 30 years for Prescott Frontier Days and an economic impact study indicated the rodeo generates between \$10-\$13 million dollars in revenue for the City of Prescott Community. Butner expressed that a consistent rodeo would be an economic development engine for the town. The Turquoise Circuit Finals takes place during the Fort Verde Celebration, and having spoken with the board, knows that they would prefer to have a location to host at, such as Camp Verde. The burden of the financial responsibility lies with the CVAA with the Town's facilitation, it is not the Town's burden. What CVAA is proposing is not comparable to the Queen Creek Arena and Facility. Butner expressed that this is a positive investment for the Town of Camp Verde. Wickenburg has 15 arenas and is now considered the Calf Roping Capital of the world. There is room for multiple arenas in this town and Focus Future calls for this Town to build such a venue.

Councilor Buchanan asked CVAA President Mary Phelps how many people are currently in the organization. Mary indicated at this time there are currently 12 board members and although they have not opened up membership yet, she is aware of over 300 individuals who are awaiting the opportunity. Also, at this time, the CVAA has received over \$500,000 in time and material donations to make the new arena successful and they are actively working toward more donations every day. Councilor Buchanan suggested the membership process move forward and work toward financial and material donations.

Mayor German expressed his agreement with Councilor Butner that the arena would bring a tremendous economic impact to the Town and would like to see the economic development study from Yavapai College and once it is available, hold a public hearing. German feels that when a community is supportive and behind a cause, it can't fail. German indicated that he is comfortable with the approach

CVAA has taken with the matter and has spoken with several members of the community. One member told him that CVAA will know if donations cannot be accumulated, then the community isn't in support of the project. German spoke of the necessity of keeping financial flexibility to the Town and doesn't feel that it is in the Town's best interest to tie up funding and miss opportunities that are essential to the Town. Mayor German indicated his full support of the rodeo and arena and CVAA moving forward.

Councilor Whatley clarified that the money component is not under discussion at this meeting and the only decision being made is the lease on the land, which the arena will be set up on. If the lease is approved, it gives the CVAA an opportunity to move forward with the rest of the project.

Councilor Murdock expressed her full support of the arena and spoke of the quality and caliber of what CVAA is proposing. Murdock indicated that she is thankful for Town Manager's efforts and doesn't feel that he has done a disservice to the Town regarding this matter. Murdock stated her support for the lease agreement without the funding component and feels the Town needs to provide services for citizens and the arena is a service.

Vice Mayor Jenkins expressed her support of the lease agreement, stating that it shows Town support and the validity of the arena. Jenkins also explained that there must be land in order for this group to get funding/take donations.

On a motion by Councilor Murdock, seconded by Councilor Whatley, Council approved the Rodeo Grounds Lease between the Camp Verde Rodeo Association and the Town of Camp Verde Property adjacent to the current Wastewater Treatment Plant, with the removal of item 4(C2) and item 5(B), including option 2, with insurance requirements, and removal of statement "Stock Contractor" where it appears 2 times and the inclusion of securing the dates in October for the Fort Verde Days. Motion passes unanimously with Council Members Buck Buchanan, Joe Butner, Bill LeBeau, Jessie Murdock, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German approving.

7.4. Discussion, consideration and possible approval of road names for the roads accessing the Wastewater Treatment Plant and proposed Arena to be Cowboy Lane or Trail, or similar, and Hideout Arena Lane, or similar.

[Staff Resource: Russ Martin]

On a motion by Councilor Whatley, seconded by Councilor Butner, the road name for accessing the Wastewater Treatment Plant will be Cowboy Trail, and the road accessing the proposed Arena will be Hideout Arena Lane. Motion passed unanimously with Council Members Buck Buchanan, Joe Butner, Bill LeBeau, Jessie Murdock, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German approving.

7.5. 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 updated Council regarding the taxing of online digital services and indicated that all Council members should be receiving updates from the League of Cities and Towns.

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

None.

9. Council Informational Reports.

Councilor Butner stated he met with School Superintendent Danny Howe and the Marshal to discuss implementing MATForce education to the Middle School, as it already exists in the elementary and high school facilities.

Councilor Buchanan will be attending an event welcoming the new Yavapai College President, at the Sedona Center.

Vice Mayor Jenkins attended the Intergovernmental meeting, which was well attended and very educational.

Mayor German stated that NACOG passed their budget for next year and there are components that the Town should be working with them on. German stated he would send the report to the Town Clerk, who can distribute it to each member of Council for review.

Councilor Murdock also attended the Intergovernmental meeting and expressed it is nice to have a facility in Camp Verde (hosted by Yavapai-Apache Nation at the Cliff Castle Casino) to hold such a meeting. Murdock indicated that Little league starts March 30, NAU Girls Softball Exhibition Games will be held this weekend at the school softball fields and it is spring break for local schools next week. Murdock also said she received a letter from ADOT/Adopt-a-Highway program regarding cancellation of the Town's adopted piece along HWY 260 and expressed concern regarding statements in the letter stating there had been no clean up since 2016, which she feels is inaccurate. Murdock stated that she was under the impression the adoption was in perpetuity but apparently the permit needs to be renewed and there is a waiting list for that stretch of highway. Murdock asked for help to facilitate and clean up the stretch in the next 30 days.

10. Manager/Staff Report

Town Manager Russ Martin informed Council that he will not be at the next meeting. A presentation from the County regarding Verde Connect roadway process will be made, but no decisions will be made by Council. It is for information only.

Martin indicated he will be out of office next week and in his absence the Town Marshal will be acting Town Manager. Russ clarified he will not be available, and all questions or concerns should be directed to Marshal Rowley.

11. Adjournment

The meeting adjourned at 8:55 pm.



Mayor Charles German

Attest:


Town Clerk Judy Morgan

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during Regular Session of the Town Council of Camp Verde, Arizona, held on March 6, 2019. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 25th day of March, 2019.



Judy Morgan, Town Clerk