

**MINUTES
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
FRIDAY, APRIL 21, 2017 at 8:00 A.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 8:00 a.m.

2. Roll Call

Mayor Charles German, Vice Mayor Jessie Murdock (8:19 a.m.), Councilor Brad Gordon, Councilor Jackie Baker, Councilor Dee Jenkins, and Councilor Robin Whatley were present. Councilor Buck Buchanan was absent.

Also Present

Town Manager Russ Martin, Town Clerk Virginia Jones, Finance Director Michael Showers, Marshall Nancy Gardner, Public Works Director Ron Long, Deputy Public Works Director Troy O'Dell, Street Superintendent Stacy Parry, Parks & Recreation Manager Mike Marshall, Maintenance Supervisor Mike Dumas, and recording secretary Lynn Riordan. Magistrate Paul Schlegel and Veronica Pineda were present 9:00 a.m. – 9:15 a.m.

3. Pledge of Allegiance

Mayor German led the Pledge of Allegiance.

4. Discussion with Finance Director and various department representatives regarding the Town of Camp Verde Capital Improvement Plan and Department Budgets for Fiscal Year 2018.

Town Manager Russ Martin and Finance Director Michael Showers advised this work session is a continuation from April 14 work session and will be primarily Public Works, the Court and CIP, each Council member has been provided with a Proposed Operating and CIP Budget prior to the work session on April 14, 2017. The Proposed Operating and CIP Budget documents outline each department's proposed budget and the manager's recommended budget for 2017-18.

Parks and Recreation - Public Works Director Ron Long and Mike Marshall addressed the Mayor and Council regarding budget requests for Parks and Recreation administration, programs and the pool stating that there were few changes in the operations budget for Parks and Recreation except for employees and salaries, noting that requested increases are the result of new legislation (state minimum wage laws) and increases in costs of operations (pool chemicals, etc.); the department requests additional employees, specifically for summer programs, with revenues from the programs helping to offset the cost of additional employees. Mr. Long stated the Town would be filing for grant funding for assistance in paying for new ball fields, however, the design and prep for the park / ball fields must be completed before applying for the grant funding.

Engineering - Public Works Director Ron Long addressed the Mayor and Council regarding budget requests stating he concurs with the Town Manager's recommendations.

Storm Water - Public Works Director Ron Long and Troy O'Dell addressed the Mayor and Council regarding budget requests stating they concur with the Town Manager's recommendations except for personnel requests and wages; the vacancy will not be filled and the Storm Water department is in need of additional manpower; advising there are ADEQ and EPA mandatory requirements that must be met, and this department will be generating additional revenue from property tax this year – NOTING there are no tax increases scheduled but the Town will be receiving an increase in the distribution of current county property tax.

HURF/Streets - Public Works Director Ron Long and Stacy Parry addressed the Mayor and Council regarding budget requests stating they concur with the Town Manager's recommendations except for personnel requests

advising that the department provides services to roads/streets, maintenance, and parks; they continue to fall behind in maintenance and are not being able to meet necessary needs and requirements (OSHA) for traffic control on street projects; the department is scheduled to build the new library parking lot; the department is over-allocated as it provides services to many departments and is in need of additional manpower.

Maintenance - Public Works Director Ron Long and Mike Dumas addressed the Mayor and Council regarding budget requests stating they concur with the Town Manager's recommendations except for personnel requests stating the department needs an additional employee, or make the current part-time position full-time, as the demands on the department have grown substantially with meeting the janitorial and maintenance needs of the new library and the new Court, (16,000+ additional square feet).

Break 8:50 – 8:57

Court - Town Magistrate Paul Schlegel and Veronica Pineda addressed the Mayor and Council stating they were now in the new court building and invited all Council members to tour the new facility; Judge Schlegel advised that they do not agree with the Town Manager's recommendations with respect to the budget; requesting the part-time position be maintained (not cut from the budget) and requests the Magistrate position be increased to full time to better serve the community and potentially increase the Court's ability to generate additional revenue, however, the primary function of the court is to deliver justice, not revenue.

Wastewater - Public Works Director Ron Long, Troy O'Dell and Jerry Tinagero addressed the Mayor and Council regarding budget requests noting that he concurs with the Town Manager's recommendation except for personnel requests; Mr. Long stated that the Wastewater division of Public Works has equipment sitting idle, as the department does not have enough manpower; the addition of another operator would cost the Town less than the cost of overtime; completion of the lift stations would generate revenue and prepare for expansion. Town Manager Russ Martin advised the Wastewater Division of Public Works, unlike most other Town departments, supports itself with respect to operations and staff. Mr. Martin recommended a work session be set (tentatively JUNE 16, 2017 8:00 AM) to address the Wastewater short-term and long-term needs including staff, maintenance and repairs, replacement of equipment and/or refinancing of the plant and equipment.

Break 10:18 – 10:25

Marshall's Office – Marshall Nancy Gardner addressed the Mayor and Council regarding budget requests stating she concurs with the Town Manager's recommendations, stating the necessity for public safety in obtaining the mobile data units and security/surveillance as soon as possible; Marshall Gardner explained her five-year plan for replacing vehicles, increasing vehicles and the need for shelving in records/evidence.

CIP Projects – Town Manager Russ Martin addressed the Mayor and Council regarding CIP projects and the potential 5-year plan for CIP, and requests Council consider revenue vs. current debt service, taking into consideration the need to replace CMVO and other vehicles and equipment within 5 to 7 years. Mr. Martin advised the reserve fund is healthy, and the Council may consider spending \$200,000 of reserve funds for CIP this year. Mr. Martin advised that Homestead Parkways will be funded by \$230,000 ADOT grant with actual cost being \$350,000 which the Town has \$75,000 marked for this project and will need to provide the difference; the new pool roof estimate came in at \$54,000 (not \$24,000). Mr. Martin provided the Council with a hand-out that outlines requested CIP projects and recommended expenditures, advising that he recommends no purchases for vehicles or new equipment this year. Mr. Martin, again advising that revenue from sales tax is flat, requested the Council consider CIP projects (road, parks, wash/drainage, infrastructure, etc.). Mr. Martin advised that the Town could start the new park/ball fields with \$250,000 and piece work the project as revenue was available, or could borrow money to complete the project, with an annual payment of \$250,000 +/-.

Council Discussion: Councilor Baker stated support for acquiring adequate funding to complete the park/ball fields and do it right from the beginning, not piece work it together, advising the Town has had this property for many years without development. Councilor Gordon stated an interest in being conservative, supporting infrastructure, roads, economic development, and parks, however, stating reservations about dedicating 1/3 of the CIP budget for 10 to 20

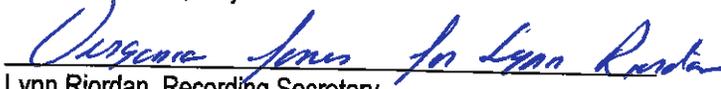
years for parks/ball fields. Vice Mayor Murdock stated the sales tax increase was intended for CIP and stated support for the parks and ball fields to be designed and completed. Councilor Whatley concurred with Councilor Baker and Vice Mayor Murdock, stating the community park and ball fields should be designed and completed as one large project, and not be pieced together. Mayor German agreed, and stated that he supported the sales tax increase to provide infrastructure and the funds should be used to invest in the community. Mayor German advised the Town has been considering park projects and ball fields for 20+ years, the Town has owned the property for a long time and the project should be planned and completed as one project, not piece work, however, he would like for the Town to remain conservative in obligating the funding.

Finance Director Michael Showers advised that a community forum regarding the budget and CIP project was scheduled for May 8, 2017 at 7:00 p.m.

- 5. **Adjournment.** Mayor German, with no objection from Council, pronounced the meeting adjourned at 11:16 a.m.



Charles German, Mayor



Lynn Riordan, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on April 21, 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 4 day of May, 2017.



Virginia Jones, Town Clerk