

MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, MAY 3, 2017 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 pm.

2. **Roll Call**

Mayor Charlie German, Vice Mayor Jessie Murdock, Councilor Brad Gordon, Councilor Buck Buchanan, Councilor Dee Jenkins and Councilor Robin Whatley.

Also Present:

Town Manager Russ Martin, Town Clerk Virginia Jones, Marshall Nancy Gardner, Deputy Director of Public Works Troy Odell, Community Development Director Carmen Howard and Recording Secretary Marie Moore.

3. **Pledge of Allegiance**

Mayor German led the pledge.

4. **Consent Agenda –**

On a motion by Councilor Baker, seconded by Councilor Gordon, Council unanimously approved the consent agenda.

a) Approval of the Minutes:

- 1) Work Session – April 21, 2017
- 2) Regular Session – April 19, 2017
- 3) Work Session – April 14, 2017
- 4) Executive Session – April 14, 2017 (recorded and sealed)

b) Set Next Meeting, Date and Time:

- 1) Wednesday, May 10, 2017 at 5:30 p.m. – Work Session
- 2) Wednesday, May 17, 2017 at 6:30 p.m. – Regular Session
- 3) Wednesday, May 24, 2017 at 6:30 p.m. – Council Hears Planning & Zoning Matters

5. **Special Announcements and presentations:**

- Proclamation recognizing the 242nd Birthday of the United States Army.
- Proclamation declaring the week of May 7-13, 2017 as Municipal Clerk's Week
- Proclamation declaring the Month of May 2017 as Building Safety Month
- Presentation by July Sultrop from Congressman Tom O'Halleran's Office, District 1

Mayor German proclaimed recognition of the 242nd Birthday of the United States Army and presented 3 decorated officers from the State of Arizona with the proclamation. Officer Peterson spoke briefly to the Council and expressed his gratitude toward the proclamation.

Mayor German declared the week of May 7-13th, 2017 as Municipal Clerk's Week and the Month of May

2017 as Building Safety Month.

The presentation by July Sulthrop was postponed due to her inability to attend the meeting.

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

None.

7. **Public Hearing, discussion, consideration and possible approval of Series 13, (Farm Winery) Liquor License for the Oddity Wine Collective, LLC located at 4626 Old Highway 279 in Camp Verde. Staff Resource: Virginia Jones**

On a motion by Councilor Gordon, seconded by Councilor Baker, Council unanimously approves the requested Series 13 (Farm Winery) Liquor License for the Oddity Wine Collective, LLC located at 4246 Old Highway 279 in Camp Verde.

- **Staff Comments**
Town Clerk, Virginia Jones, explained to Council that the application was received and had been posted for the required 20-day period.
- **Comment from Applicant**
Applicant, David Baird, described the details and location of his facility and also informed the Council that his facility is currently they only co-op wine making operation in Arizona. Councilor Baker questioned if there is serving of wine on the premises. Baird explained that only production happens at the facility and it is not open to the public.
- **Public Hearing Open**
No Comments
- **Public Hearing Closed**
- **Council Discussion**
None

8. **Update to Council relating to the Sign Code. Staff Resource: Carmen Howard.**

Community Development Director, Carmen Howard, expressed to the Council that her department is progressing with the sign code amendment. On April 30th, local businesses were invited to the Town Library to discuss the public process in the Sign Code amendment. There will be a work group formed to help with the project and there is a survey on the Town web page for public use. Howard asked that Council help spread the word to the community regarding the project to increase participation.

Councilor Gordon questioned the amount of public participation received so far and expressed his concern of having a draconian sign law implemented without proper public representation. Howard indicated that there had been a decent attendance at the Library even and she is considering other methods of increasing community involvement, including possible survey distribution at Bashas'.

9. **Discussion, consideration and possible approval of an Agreement to the lowest, responsible bidder for Bid #17-121-Gymnasium Re-Roof project. The bid opening will be held on May 1, 2017. Staff Resource: Ron Long**

On a motion by Councilor Baker, seconded by Councilor Gordon, Council unanimously approved an agreement for Tierra Verde Builders for Bid #17-121-Gymnasium Re-Roof Project.

On an amended motion by Councilor Baker, seconded by Councilor Gordon, Council unanimously approves Bid #17-121-Gymnasium Re-Roof project not to exceed \$98,000.00 in costs.

Town Manager, Russ Martin informed Council that there is no longer an E.S.L. facility due to the structural needs and AC replacement necessary.

Martin described the improvements that will be done to the gymnasium roof and indicated that there is a potential of additional damage to wood that can only be assessed after work has started. Martin also explained that Staff recommends coverage on the building over everything except the maintenance area, which can be addressed at a future time.

Councilor Baker questioned if the \$98,000.00 amount presented is out of the previously allotted \$137,000. Martin indicated that the amount approved was \$100,000.00 and approximately \$2,000.00 of that amount had been utilized for the plan design of the facility front entry, leaving \$98,981.42 remaining to use on the project. The bid does not support the front entry designed and would not be included in the consideration of the project at this time.

Councilor Baker expressed her concern of not fixing the entire roof while the work was being completed. Martin explained that it was the choice of Council, the budget can handle the entire roof replacement, but it was staff recommendation that the area above Maintenance was not in need of repair at the current time.

Mayor German indicated that he usually supports doing a full project at once but in this case, feels that it is not necessary for this situation and the money saved could be utilized elsewhere such as the new kitchen project.

Councilor Whatley questioned the life span of roof. Town Manager Martin explained there is a 30-year warranty with only to potential of an insurance claim if an issue arises.

Councilor Gordon questioned the bid entirety and what would be included. Town Manager Martin expressed it included all of the Councils expectations.

Councilor Jenkins stated her support in completing the entire roof and questioned if funds could be found elsewhere for the kitchen remodel. Town Manager Martin explained that funds are already allotted for the kitchen remodel but any saved funds could be contributed to the kitchen project if needed.

Councilor Gordon indicated he would agree to the replacement of the entire roof, but not the sidewalk cover.

Councilor Whatley questioned the considerable difference in the bid prices and expressed concerns toward the lowest bid, if there is more work necessary than what has been found. Town Manager Martin explained that there could be a difference in price but not an exuberant amount.

Councilor Baker questioned a staff report which indicates the overhang is warped and in bad condition, and if such condition presents a safety concern. Town Manager Martin explained that the overhang would be partially removed.

Vice Mayor Murdock requested for clarification, what portion of the roof was to be considered for replacement. Town Manager Martin explained the entire roof would be replaced and Council would need to decide if the maintenance area would be included or not.

Mayor German questioned about replacing the roofing over the kitchen area and when it would be done. Town Manager Martin explained that it is not in the plan to do so yet, but currently it is in a working condition and did not need to be considered at this time.

10. **Discussion, consideration and possible authorization to utilize Town Funds to install 6 prioritized crossings, perform 2 existing sewer crossing locations, and install 665 linear feet of a future 8" force main within the ADOT SR 260 Highway Improvements. Work will go to the Job Order contractors for quote. Staff Resource: Troy Odell .**

On a motion by Councilor Gordon, seconded by Councilor Baker, Council unanimously approved to utilize Town Funds to install 6 prioritized crossings, perform 2 existing sewer crossing locations, and install 665 linear feet of a future 8" force main within the ADOT SR 260 Highway Improvements. Work will go to the Job Order contractors for quote, using a minimum of \$200,000.00 of Reserve Funds.

Deputy Director of Public Works, Troy Odell, informed Council of changes regarding the State Route 260 Highway Improvements. Odell explained that due to unexpected increase in costs of approximately \$30,000.00, the Town was unable to move forward with sleeve installment for sewer crossing locations as originally planned. Recently ADOT has indicated that if certain requirements are met, the Town has the ability to perform the work on 6 priority crossings, 2 existing crossings and install 665 linear feet for the future 8" sewer main.

Odell presented the plans to Council with explanation of each of the priority location and indicated that the estimated cost for each crossing is \$45,000.00 and \$88,000.00 for the installation of the 665 linear feet of 8" force main.

Mayor German indicated he attended a Stakeholder meeting at Cliff Castle Casino and concerns were expressed regarding the matter and would like to locate to see with 2 existing sites located without boring under the highway.

Vice Mayor Murdock questioned the impact this project would make on the budget as well as what the anticipated return on hookup fees for businesses. Odell explained that Wendy's and Chevron are already being serviced, Vince's Auto Body will be hooking up to the line and this would provide service to the Horseshoe Bend area, but clarified that this project will only be the installation of crossings at this time.

Councilor Baker questioned if a final decision on the matter had to be granted at this time. Odell explained that if a decision is made in June, the construction work will have progressed beyond the point of the Town having the ability to do what they need to do.

Councilor Jenkins questioned the origin of the funds if this project was granted and expressed her concerns of taking the funds from previously approved CIP Projects and the Park. Town Manager Martin explained that the funds would need to be taken from the Town's reserve account and would not jeopardize projects that have been previously approved and budgeted for.

Councilor Gordon expressed his support in this project and the necessity of acting on it immediately.

Town Manager Russ Martin indicated to Council that if they do decide to proceed, the Town would need to make a commitment and suggested Council start with a minimum amount in regards to the cost and make a final decision after bids have been received.

Mayor German indicated that there is a considerable amount of missed opportunities when working with the Yavapai Apache Indians working with the Town on projects and this is an opportunity to do so. Mayor German also expressed that without the sales tax increase implemented; the Town would not be in the position to consider this possible progression and recommended a minimum budget of \$200,000.00.

Councilor Baker indicated that approximately 10 years ago, when the Town loaned the Sanitary district approximately \$2.4 million dollars, it was because the Town wanted to work toward expanding the infrastructure. The opportunity is here to do so and feels it should be done.

Public Comment

Bruce George addressed Council and stated that when the Sales Tax increase was passed, it was done so with the understanding that the increase of revenue would be used to expand the infrastructure of the Town, which would appeal to new businesses moving to the area. Mr. George encouraged Council to move forward with the opportunity.

11. Discussion, consideration and possible direction to staff relative to proposed legislation by the 53rd State Legislature.

Town Manager, Russ Martin indicated that the state budget should be finalized by the end of the week and the HURF funding is anticipated to be capped at \$100 million.

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

There was no Public Comments

13. Council Informational Reports.

Councilor Baker informed Council that the Municipal risk pool is celebrating 30 years and are currently planning luncheons. At this time, there is a luncheon scheduled in Cottonwood on June 22 and all Council members are invited to attend.

Councilor Whatley stated she attended the Earth Day at Rezzonico Park, commended Sebra Choe for her

efforts in making the event successful. Whatley stated she also attended the Business Alliance meeting and the Bread of Life Dinner.

Councilor Buchanan attended the Water Now Alliance event in Boulder Colorado, which was successful and educational. Buchanan expressed that Boulder has an exceptional Storm Water Management System in place that was implemented after the city experienced a severe flood a few years ago. Buchanan stated that there are resources available for municipalities through WIFIA, which has received new funding and Water Now Alliance will help find funding when catastrophes strike communities.

Councilor Jenkins attended the Bread of Life Dinner, which she indicated was a good event and hopes to see them continue.

Mayor German attended the volunteer luncheon and was proud to announce that the Library Endowment Fund has increased from \$398,000 to over \$429,000 and feels the \$500,000 goal will be reached within a year, which would allow a \$20,000 increase for the library to use beyond town budget.

14. **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 Martin indicated that the final layout of the park will be posted at Basha's for the public to review and access to the park will be where the Sanitary District access is.

Martin requested that if any Council members are planning to attend the Water Shed Conference that isn't already registered they need to let Town Clerk Virginia Jones know. Mayor German and Councilor Gordon indicated they had already registered. Councilor Baker requested she be registered for the event.

The budget discussion will be rescheduled from the 12th to the 17th. Council agreed on a 5:00 pm start time. The meeting on the 10th and the 24th are cancelled and the Budget Forum at the Gym on the 8th will be held at 6:30 pm.

15. **Adjournment**

The meeting adjourned at 7:59 pm.



Charles German, Mayor



Marie Moore, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are true and accurate accounting of the Mayor and Common Council of the Town of Camp Verde during the Regular Session Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on May 3, 2017. I further certify that the meeting was duly called and held, and that

a quorum was present.

Dated this 18 day of May, 2017.



Virginia Jones, Town Clerk