

AGENDA



**REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, JANUARY 2, 2008
at 6:30 P.M.**

1. **Call to Order**

As a reminder, if you are carrying a cell phone, pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time.

2. **Roll Call**

3. **Pledge of Allegiance** – *(Please remove your hat.)*

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) December 19, 2007 – Regular Session
- 2) December 19, 2007 – Executive Session – (Attorney Prepared)
- 3) December 12, 2007 – Council Hears Planning & Zoning

b) Set Next Meeting, Date and Time:

- 1) Regular Session – Wednesday, January 2, 2008 at 6:30 p.m.
- 2) Joint Quarterly Work Session – Wednesday, January 9, 2008 at 6:30 p.m.
- 3) Special Session – Wednesday, January 16, 2008 at 5:30 p.m.
- 4) Regular Session – Wednesday, January 16, 2008 at 6:30 p.m.
- 5) Council Hears Planning & Zoning – Wednesday, January 23, 2008 at 6:30 p.m.

5. **Call to the Public for Items not on the Agenda.**

6. **Council Informational Reports** Individual members of the Council may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will 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.

- **Councilor Garrison's Liaison Report regarding Camp Verde Sanitary District (District) meetings and possible discussion and/or determination of requests for placement on the District's standard agenda item for Council Updates/Reports.**

Note: Requests may be identified, but no discussion of the item will occur at this time.

7. **Discussion, consideration, and possible approval of Gene Neil, Esq. as an Assistant Magistrate for the Camp Verde Municipal Court for a two (2) year term, effective January 1, 2008, and setting an hourly pay rate of \$38.00 per hour.** (Staff Resource: Michael Bluff)

8. **Discussion, consideration, and possible approval of Harry Cipriano as Presiding Magistrate for the Camp Verde Municipal Court, replacing Michael Bluff, effective January 1, 2008, until such time Town Council appoints a new Presiding Magistrate.** (Staff Resource: Michael Bluff)

9. **Discussion, consideration, and possible direction to staff regarding the advertisement for the position of Presiding Town Magistrate, to serve on a part-time basis, at a recommended annual salary of \$55,000 per year, for a minimum two (2) year term.** (Staff Resource: Michael Bluff)

10. **Presentation, update, and discussion of Black Bridge Park and the SLIF grant.** (Staff Resource: Lynda Moore)
11. **Discussion, consideration, and possible selection of the name "Rezzonico Black Bridge Park and Babbitt Trails", currently know as Black Bridge Park.** (Staff Resource: Lynda Moore)
12. **Discussion, consideration, and possible notification to Bob Blevins, owner of a First Street parcel in Camp Verde concerning the following: a) the property is ineligible for the Brownfields Project Development Program; and b) the Town wishes to waive its interest in acquisition of this land.** (Staff Resource: Michael Scannell)

Councilor Smith requested item #13:

13. **Discussion, consideration, and possible approval of two new deputy positions.** This is an unbudgeted item from the General Fund in the amount of \$108,773, excluding approximately \$70,000 for patrol vehicles and equipment.

Councilor Garrison requested item #14:

14. **Discussion, consideration, and possible direction to staff regarding hiring a facilitator to work with Council.** This is an unbudgeted item from the General Fund.
15. **Consultation with the Town Attorney for legal advice concerning the development agreements with Steve Coury and Thomas Griffith.** Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03.A3 for discussion or consultation for legal advice with the attorney concerning the development agreements and §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider Council's position regarding contracts that are the subject of negotiation.
16. **Discussion, consideration, and possible direction to staff and/or discussion or consultation with the Town Attorney for legal advice concerning the Town's financial procedures.** Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation with the attorney for legal advice and §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider Council's position regarding possible litigation.
17. **Call to the Public for Items not on the Agenda.**

There will be no Public Input on the following items:

18. **Advanced Approvals of Town Expenditures**
 - a) **There are no advanced approvals.**
19. **Manager/Staff Report**
 - a) **Update and discussion concerning the Assignment Agreement between Camp Verde Sanitary District and Koch Financial Corporation.** (Staff Resource: Michael Scannell)
20. **Adjournment**

Posted by: *D. Jones*

Date/Time: 12-28-07 8:30 a.m.

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.

**MINUTES
REGULAR SESSION
&
COUNCIL HEARS PLANNING & ZONING
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, DECEMBER 19, 2007
6:30 P.M.**

Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Council motions to facilitate future research.
Public input, where appropriate, is heard prior to the motion.

1. **Call to Order**

The meeting was called to order at 6:30 p.m.

2. **Roll Call**

Mayor Gioia, Vice Mayor Hauser, Councilors Garrison, Kovacovich, and Elmer were present; Smith was present, having rescinded his resignation; there is currently one seat vacant.

Also Present: Town Manager Mike Scannell, Town Attorney Bill Sims, Community Development Director Nancy Buckel, Deputy Town Clerk Virginia Jones, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Kovacovich.

Mayor Gioia announced that in response to a request, Items 7 and 15 have been moved to this point in the Agenda; those items were then addressed in that order.

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) December 5, 2007 – Regular Session
- 2) November 14, 2007 – Executive Session – Taped
- 3) November 14, 2007 – Regular Session

b) Set Next Meeting, Date and Time:

- 1) Council Hears Planning & Zoning – December 26, 2007 – **CANCELLED**
- 2) Regular Session – Wednesday, January 2, 2008 at 6:30 p.m.
- 3) Work Session – Wednesday, January 9, 2008 at 6:30 p.m.
- 4) Regular Session – Wednesday, January 16, 2008 at 6:30 p.m.
- 5) Council Hears Planning & Zoning – Wednesday, January 23, 2008 at 6:30 p.m.

c) Possible authorization to purchase two patrol vehicles for the Camp Verde Marshal's Office.

On a motion by Hauser, seconded by Kovacovich, the Council voted 5-1 to approve the Consent Agenda as presented; Councilor Smith abstained.

Mayor Gioia requested staff to contact Council members regarding availability since there are two Commissions that would like to meet in Work Sessions with Council; he suggested checking with the Chairpersons and perhaps set up one meeting with both Commissions.

5. **Call to the Public for Items not on the Agenda.**

(Comments from the following individuals are summarized.)

Deborah Moody, a resident in the Verde Lakes neighborhood, a high density area with many children who have motor scooters, creating problems, and there is no regular police patrolling of the streets. Ms. Moody is afraid of retaliation from neighbors; she has called the Marshal's Office to complain about loud music and has been advised that her calls for help amount to harassing the neighbors. *Mayor Gioia said that the Marshal is in charge of law enforcement in the Town, and the Town Manager is in charge of the Marshal.*

Jerry Tobish, owner of the Ancient Bear Gallery, explained how important the sandwich board signs are to the local businesses and urged the Council members to keep that in mind when the issue comes before them for a vote after being heard by the P&Z Commission; he recommended that the signs be allowed for at least the next two years. *Attorney Sims cautioned that his recommendation should properly be made to the P&Z Commission.*

James Strava spoke regarding the Salt Mine Group sewer issue, and said the Council should be more aware of what is happening in the neighborhoods that are not being served by the sewer.

Perry Haddon, Chairperson of the Trails & Pathways Commission, said that for 17 years the Town has worked on gaining access for a trail way through the Jackson Flat area, and he understands that according to the Forest Service the Indian Tribe is trying to gain control of that area. Mr. Haddon suggested that if they are successful the Town negotiate with the Tribe for a Right of Way for eventual roadway and utilities.

There was no further public input.

6. **Council Informational Reports**

Smith relayed what he felt was good news from Yavapai Title regarding their number of escrows being handled. Smith **requested an agenda item** for discussion and consideration of putting two new officers into school; the Police Academy starts soon; more police presence is needed on the streets.

Garrison also **requested an agenda item** to address the issue of Lance Decker and bring it to a vote to help work through some issues. Garrison thanked staff for a marvelous Christmas party, and the public for their Christmas cards and wishes. Garrison added that she has been elected to the Tourism subcommittee of NACOG.

Kovacovich added his appreciation for the Christmas party and all the employees who worked on it; he wished everybody a Merry Christmas.

Elmer thanked all the community who sent him Christmas cards and snacks.

Hauser echoed what everybody had said; today was election of officers at the Verde Watershed Association.

Gioia reported on his attendance at Sedona's Verde Valley Realtors Association; the realtors are still in good spirits. Gioia also reported on the Verde River Citizens Alliance meeting Saturday morning and the WAC meeting today. He wished everyone a Merry Christmas and Happy Holidays.

7. **Discussion and consideration of the resignations of Ron Smith and Mike Parry and possible direction to staff to advertise for letters of interest from the general public to fill the vacancies left by the resignations of Councilors Ron Smith and Mike Parry. *RON SMITH RESCINDED HIS RESIGNATION ON DECEMBER 13, 2007. Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03.A3 for discussion or consultation for legal advice with the attorney concerning the requested rescission and other matters related to the Council members resignations. Council agreed to move this item to the beginning of the meeting.***

On a motion by Hauser, seconded by Kovacovich, the Council voted unanimously to go into Executive Session, with the caveat that the members leave the Council Chambers to a separate location for the Executive Session, and the public to remain.

Staff was directed to advertise to fill the vacancy left by the resignation of Councilor Parry.

Pursuant to the request from the Town Attorney, Councilor Smith remained in the Council Chambers pending a decision on the effect of the rescission of his resignation.

A recess was called at 6:32 p.m.; the meeting was called back to order at 6:54 p.m.

Town Attorney announced that upon the rescission of his resignation, Councilor Smith then became once again a member of the Council, based on the law of the State of Arizona which protects the right of an individual who was voted into an office to choose to rescind his or her resignation; the will of the voters is the will to be most adhered to. That individual has the right to rescind his resignation up to the time the seat is filled. Furthermore the previous vote by Council to accept Smith's resignation was purely ceremonial; a person has the right to resign, just as he has the right to rescind such resignation.

PUBLIC INPUT

Nancy Floyd cited the close number of votes between Parry and Duke, and wondered if there is some way to take that into consideration in selecting a replacement for Parry.

There was no further public input.

8. **Discussion, consideration, and possible appointment of a Council member or direction to staff concerning the temporary assignment of a staff member to the Verde Valley Transportation Planning Organization.**

There was no action taken.

Councilor Smith confirmed that he would be interested in continuing his assignment on the Verde Valley Transportation Planning Organization; therefore, this item became a moot issue.

9. **Discussion, consideration, and possible clarification on Section 804 of the Town's Personnel Manual, which refers to additional assignment of pay when employee has taken on "Special Assignment".**

On a motion by Gioia, seconded by Hauser, the Council unanimously approved the recommendation of Human Resources for a 5% addition assignment of pay when acting in the capacity, as the Manager is, of another department head, retroactive to the first day of the acting capacity.

Dave Smith, Human Resources Director, said he had brought forth this item with a request to interpret a section of the Personnel Policy that appears to provide for a 5% addition of pay. After the Town Manager was hired and began his job, it became necessary for him to also perform the duties of Finance Director. It was acknowledged by the Council that the Town Manager has been spending a good portion of extra hours working with the Finance Department, and there was agreement that the additional assignment of pay should be retroactive pursuant to the Personnel Policy. It was also agreed that assignment of additional pay when acting in the capacity of another department head would in the future be standard procedure by the Town Manager, unless there were budget issues which would then be brought to Council.

There was no public input.

10. **Discussion, consideration, and possible appointment to the Parks & Recreation Commission for the term ending September 2010.**

On a motion by Smith, seconded by Kovacovich, the Council voted unanimously to appoint Therese Tobish to the Parks & Recreation Commission for the term ending September 2010.

Town Manager Scannell said that an application for the above position had been received from Therese Tobish, who was then given the opportunity to let the Council know of her interest.

Therese Tobish, a local business owner, confirmed her interest in an appointment to the Parks

& Recreation Commission as a way to get more involved in the community.

There no public input.

11. **Discussion, consideration, and possible authorization to move funds in the amount of \$985.14 from the Parks Equipment line item and \$985.14 from Maintenance Equipment line item to Parks & Recreation Salaries line item for the purpose of moving Gerry Dillinger from the AARP Program to a part time receptionist with the Parks & Recreation paying half of the wages and the Street Department paying half through the end of the FY 07/08 budget year.**

On a motion by Hauser, seconded by Kovacovich, the Council voted unanimously to reallocate the funding for Gerry Dillinger's position until the end of the FY 07/08, as set forth.

Parks & Recreation Director Lynda Moore explained how Gerry Dillinger had come to the Town as a Receptionist through the AARP Program, adding that she had proven to be a valuable employee that both of the subject departments depend upon. Moving the funds as requested would allow Ms. Dillinger to work 28 hours per week through the end of the current fiscal year. Town Manager echoed Moore's remarks about Ms. Dillinger, commenting that he personally has observed that she is a great ambassador for the Town and incredibly valuable; he strongly recommended that the funding be taken through the current year, as well as considering allocating the necessary funding during the FY 08-09 budget process to be able to retain Gerry Dillinger.

12. **Discussion, consideration, and possible approval of Resolution 2007-736, A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting final plat 2007-01 for Sleepy Hollow Town Homes located on Parcel 404-30-029D consisting of 20 Town home units on 2.40 acres. This project is located off of Nichols Street and east of Town Hall.**

On a motion by Garrison, seconded by Smith, the Council unanimously approved Resolution 2007-736, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting final plat 2007-01 for Sleepy Hollow Town Homes located on Parcel 404-30-029D consisting of 20 Town home units on 2.40 acres.

STAFF PRESENTATION

Community Development Director Buckel said that staff has reviewed all the documentation in connection with this application for the final plat. The matter was continued from last week and update letters have been received regarding the Sanitary District confirming that the existing system will be sufficient for service to the project. The stipulations placed on the Preliminary Plat pursuant to the Town Engineer's request have been negotiated further between the developer and the Town Engineer, and the stipulations changed or added to have been included in the subject Resolution 2007-736 that is being presented for approval. The Town Engineer has recommended that there should be a formal development agreement between the Town and the developer setting forth the responsibilities of each party as to the offsite improvements that have been requested in connection with curbs, sidewalk and the Town's dedication of an additional Right of Way from the maintenance yard directly across Fain Street. Staff is recommending that the development agreement be brought back to Council for approval and recorded at the same time the plat is recorded.

The Council discussed some of the issues with Buckel, including the statement from the Department of Water Resources finding the water supply to be inadequate to meet the subdivision project needs. Buckel explained the basis for that statement that will be included on the recorded documents in order to put the buyers on notice. Until a water study required by ADWR is completed by the Camp Verde Water Company, the Town or the developer, a letter of adequate water supply cannot be issued by ADWR. In response to concern about the water issue, Town Attorney Sims reviewed the law as it exists and said he believes the Town is discharging its duty under the law by requiring that the notice be included on the final plat

documents. There was also further discussion regarding the request for Town property to be dedicated for the required additional Right of Way on Nichols and Fain Streets. The members were reminded that final approval is based on technical review only; requests for changes or additions are made during the preliminary planning stage. There was a request that staff bring the issue of a developer omitting sidewalks in the internal design to the Council's attention in the future. Buckel reminded the members that the project will be subject to the Design Review process at which time onsite improvements are considered.

PUBLIC HEARING OPEN

Applicant's Statement

Dugan McDonald, owner of Heritage Land Survey & Mapping, said his firm had prepared the final plat for the project, and he was available to answer questions.

COMMENT FROM OTHER PERSONS

(Comments from the following individuals are summarized.)

Jim Bullard, Camp Verde Water Company, said that they have submitted the paperwork to ADWR for the 100-year supply; they should be hearing from ADWR in January.

Jackie Baker spoke in favor of not requiring sidewalks on private property unless they are absolutely necessary; she believes that the less the Town can pave over its land, the better off the community will be. If sidewalks are necessary, there are environmentally helpful materials that can be used in place of concrete.

There was no further public input.

APPLICANT'S REBUTTAL

There was no rebuttal necessary.

PUBLIC HEARING CLOSED

Council Discussion

McDonald confirmed that the design of the town homes includes stair-stepped roofs; pathways in place of sidewalks were planned in order to save costs on the town homes, which are anticipated to provide work force housing.

A recess was called at 9:11 p.m.; the meeting was called back to order at 9:19 p.m.

13. **Discussion, consideration, and possible approval of Resolution 2007-738, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona approving a Use Permit 2007-06 to allow for one FFA project pig on parcel 404-30-170 as submitted by Pam Sterrett for her daughter allowing for care, feeding, and grooming of said pig from November 2007 to May 2008.**

On a motion by Hauser, seconded by Elmer, the Council voted 5-1 to approve Resolution 2007-738, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona approving a Use Permit 2007-06 to allow for one FFA project pig on parcel 404-30-170 as submitted by Pam Sterrett for her daughter allowing for care, feeding, and grooming of said pig from November 2007 to May 2008; **with a 'no' vote by Smith.**

STAFF PRESENTATION

Buckel said that the subject application is for a Use Permit to allow an FFA project on a parcel that is less than ½ acre. The P&Z Commission has recommended approval, noting that Council should be aware that the approval is in direct violation of the CC&Rs for that subdivision. Copies of the application have been provided in the agenda packets along with a letter from the FFA Advisor certifying that the youth is enrolled to raise a swine as a market project. Letters of both support and opposition have also been included. The applicant has submitted a site plan showing placement of the pen to be in compliance with the setback regulation.

During a discussion regarding the suggestion that it would be a violation of the CC&Rs to allow a farm animal, Attorney Sims advised the Council that unless there were violations of the Constitution, the Town has no duty to enforce CC&Rs, which amount to a contract among private citizens. Granting the Use Permit would be enforcing the Use Permit zoning regulations of the Town Code. There was a protest expressed during the discussion that by granting the Use Permit the Town would be imposing its authority, and by doing so violating the CC&Rs and the rights of the property owners who have agreed to abide by those restrictions when they purchased their properties. Sims responded that the property owners have the right to adjudicate such violation among themselves; the Town cannot police every private property dispute. Mayor Gioia outlined in detail the steps that the FFA follows to resolve complaints regarding a youth's livestock project, as set forth in their policy statement. If there still is no resolution, the Nuisance Ordinance of the Town would be the next option available.

PUBLIC HEARING OPEN

Applicant's Statement

Pam Sterrett, the applicant, said that her daughter had met with the required number of neighbors within the 300 foot area shown on the map; the complaints received are from those outside the map. Furthermore, she has had a pig project for the last six years with no complaint.

COMMENT FROM OTHER PERSONS

(Comments from the following individuals are summarized.)

David (Unintelligible) said that the Home Owners Association in the subdivision has been inactive for years; he supports the application 100 percent.

Lyndall McElhaney believes that the CC&Rs expired 10 years after the date of adoption; in the last 10 or 15 years there has been no HOA. Mr. McElhaney said he has never been aware of any smell or noise from the daughter's projects. There are checks and balances available; the youth who is doing something productive should be supported.

Jackie Baker agreed with Mr. McElhaney's comments, and urged the Council to keep the Town rural-Western and have less rules and bureaucracy interfering; there have to be some reasonable ways to resolve the issues, hopefully between neighbors.

Kimberly Stone, who lives directly behind the Sterretts, said she is an escrow officer and stressed that the CC&Rs for subdivisions are part of the recorded documents; they are signed by the homeowners when they buy the properties and they are aware that no livestock are allowed. Ms. Stone added that she can smell the pigs while sitting on her porch.

Jody Stone, in addition to his wife's preceding comments, said that the Sterretts have been keeping pigs for the last six years without a Use Permit; the pen had been kept up against the property line and the smell was offensive. Mr. Stone said there have been complaints, he was never contacted by the applicant, and there was no neighborhood meeting. If the pig is allowed to remain, the only recourse of the neighbors is to seek court action.

Brian Ritzenthaler, a resident in the subdivision, said he was never contacted regarding the issue. He believes the CC&Rs are developed to restrict undesirable activities and take precedence over other regulations, and quoted directly from the CC&Rs regarding the restriction of livestock. Mr. Ritzenthaler is in opposition to the application for a Use Permit.

There was no further public input.

APPLICANT'S REBUTTAL

Ms. Sterrett explained that the suggestion to raise the animal at another location was not an option; the animals are tended from morning to night and that takes a lot of work. Ms. Sterrett listed the other animals on the property besides the pig: Two dogs, a cat, two birds and a parrot.

PUBLIC HEARING CLOSED

Council Discussion

The Council briefly discussed what had been presented, both the negatives and the positives, and generally agreed that the Use Permit process is an effective tool to monitor the activity. There was a request that whatever decision is made that everybody would allow the process some latitude and trust that it works out well for the youth of Camp Verde and the neighbors, and it will help those youths learn to respect the laws and their neighbors.

14. **Discussion, consideration, and possible approval of Resolution 2007-737, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting Final Plat 2007-03 for Circle C Ranches located on parcels 403-21-007F, 403-21-007K, and 403-21-007L consisting of 6 residential lots on approximately 12 acres. This project is located at the end of Apache Trail and adjacent to the northern boundary of the Verde River Meadows subdivision.**

On a motion by Kovacovich, seconded by Gioia, the Council voted 5-1 to approve Resolution 2007-737, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting Final Plat 2007-03 for Circle C Ranches located on parcels 403-21-007F, 403-21-007K, and 403-21-007L consisting of 6 residential lots on approximately 12 acres; this project is located at the end of Apache Trail and adjacent to the northern boundary of the Verde River Meadows subdivision, including adding to the CC&Rs the dedication language for the School District; **with a 'no' vote by Hauser.**

STAFF PRESENTATION

Buckel said that this is a small subdivision consisting of 6 lots on the 12 acres. The plat approved a private roadway, and the only stipulation that was placed at the request of the School District was that they have access to the private roadway to make sure they would be able to pick up all their students. Buckel said she believes that requirement, in addition to being on the Final Plat, should also be added to the CC&Rs, requiring them to provide access to the Camp Verde School District bus. Buckel also reviewed stipulations regarding no chain link fencing and maintenance of drainage easements. Further documentation is to be provided before moving forward with the recordation. Buckel confirmed that the road provides adequate turning radius at the end of the cul de sac as approved by the Fire Department and the School District.

PUBLIC HEARING OPEN

Applicant's Statement

Tom Coury said he was available to answer questions.

COMMENT FROM OTHER PERSONS

There were no comments from other persons.

APPLICANT'S REBUTTAL

There was no rebuttal necessary.

PUBLIC HEARING CLOSED

Council Discussion

There was a brief discussion with Buckel regarding a request to return to using Power Point presentations or using overhead projection of vellums in the alternative, the current workload in the Planning Department, and providing information checklists in ring binders that are available to all.

15. **Discussion regarding the roles, responsibilities, and authority of the Manager, Mayor, and Council as practiced versus what is defined by the Town Codes, Arizona Revised Statutes, and any other applicable documents such as, but not limited to, the Code of Ethics, the Personnel Manual, etc. This item may include possible direction to the Town Manager to take orders and instructions from the Council, pursuant to Town Code, Section 3-2-1.E.1, "when sitting in a duly convened meeting of the Council, and**

no individual Council member shall give orders or instructions."

There was no action taken.

Councilor Garrison explained to Town Attorney Sims that she had requested this item because she felt she needed some ground rules to follow, in particular how the Council should police their own actions and how to correct possible circumventions of Town policies. Sims distributed copies made from a slide presentation on the Council-Manager form of governance which he believed would answer some of the questions he had anticipated from the language of the agenda item, including the authority of the Mayor in certain instances. Councilor Garrison gave Sims some hypothetical examples of possible misconduct or violation of policy. Sims reviewed the authority and obligations of individuals under the Council-Manager form of governance; as for internal policing of misconduct by Council members, Sims reviewed the two remedies, censure and/or recall. In response to a direct request from Council for specifics, Councilor Smith cited what he believed were policy violations in connection with specific actions of the Mayor, who in turn defended several of the issues point-by-point explaining that he had handled them properly. A lengthy discussion followed, ending with the suggestion that it might be helpful for the Council to consult once again with the mediator, Lance Decker.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Deborah Moody scolded the members for what she felt was the excessive rudeness that is displayed at Council meetings.

Jackie Baker thanked Garrison for the agenda item that led to an open discussion of problems, and thanked Smith for pointing out the issues that he felt had gotten out of control.

There was no further public input.

16. **Call to the Public for Items not on the Agenda.**

(Comments from the following individuals are summarized.)

Eric Schweizer started to speak, saying that the Council had disappointed him very much, beginning to refer to the agenda item on the youth pig project. *Mayor Gioia informed the speaker that he had had the opportunity earlier to speak on the issue, could not bring up the subject again, and further comments would not be allowed. That action was supported by the Town Attorney.*

Leonard Krautbauer asked when the Council would finish the Animal Ordinance; it has gone on since February, and how much has it cost the Town. He urged the members to come out and look at the property where the pigs are being raised, and alluded to having to contact the Aspey Watkins Diesel Law Firm.

There was no further public input.

17. **Advanced Approvals of Town Expenditures**

a) There are no advanced approvals.

There were no advanced approvals.

18. **Manager/Staff Report**

Scannell said he had submitted his Manager's report; tomorrow morning the 4 or 5 applicants for Finance Director will be interviewed.

19. **Adjournment**

On a motion by Hauser, seconded by Smith, the meeting was adjourned at 10:24 p.m.

Margaret Harper, 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 Regular Session of the Town Council of Camp Verde, Arizona, held on the 19th day of December 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2008.

Debbie Barber, Town Clerk

**MINUTES
COUNCIL HEARS PLANNING & ZONING
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, DECEMBER 12, 2007
6:30 P.M.**

Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Council motions to facilitate future research.
Public input, where appropriate, is heard prior to the motion.

1. **Call to Order**

The meeting was called to order at 6:30 p.m.

2. **Roll Call**

Mayor Gioia, Vice Mayor Hauser, Councilors Garrison, Kovacovich and Elmer were present; Parry was absent; there is currently one seat vacant.

Also Present: Town Manager Mike Scannell, Town Attorney Brad Woodford, *by telephone conference*, Community Development Director Nancy Buckel, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Elmer.

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) There are no minutes for approval.

b) **Set Next Meeting, Date and Time:**

1) Regular Session/Council Hears P&Z **Combined** – December 19, 2007 at 6:30 p.m.

2) Council Hears Planning & Zoning – December 26, 2007 – **CANCELLED**

3) Regular Session – Wednesday, January 2, 2008 at 6:30 p.m.

4) Work Session – Wednesday, January 9, 2008 at 6:30 p.m.

5) Regular Session – Wednesday, January 16, 2008 at 6:30 p.m.

6) Council Hears Planning & Zoning – Wednesday, January 23, 2008 at 6:30 p.m.

On a motion by Hauser, seconded by Kovacovich, the Consent Agenda was approved as presented.

5. **Call to the Public for Items not on the Agenda.**

There was no public input

6. **Council Informational Reports** Individual members of the Council may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will 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.

Hauser thanked all those who participated in the Christmas Parade, Santa's Breakfast and the Light Parade; the turnout was wonderful.

Kovacovich especially thanked all the volunteers who helped make Saturday so special; Small Town America is what it is all about.

Garrison reported that the Sanitary District asked her to bring to Council's attention that the Town engineering staff is requesting an upgrade from a chip sealed road to a 6-inch AB; the cost could be significant. (*Gioia said to consider that relayed to the Town Manager to address.*)

Gioia also expressed his enjoyment of the Christmas Parade and Light Parade; the day's

festivities were wonderful. Gioia will be handling the effort to acquire water issues, authorized by the Council; he had attended a recent meeting with SRP together with Kovacovich and the water attorney that was very productive. The Town will probably have more water rights in the future than was thought.

Gioia also read into the record a letter dated December 12, 2007, from **Mike Parry** tendering his resignation, to be effective immediately, adding that this will be on the next agenda.

7. **Possible acceptance of Council Member Ron Smith's resignation followed by possible direction to staff to advertise for letters of interest from the general public to fill the vacancy. Mr. Smith's term expires in May 2009. The election for this position will occur in March/May 2009.**

On a motion by Hauser, seconded by Gioia, the Council voted 3-2 to accept Councilor Ron Smith's resignation with regrets and thank him for his service and all the work he did; **with 'no' votes by Garrison and Elmer.**

Gioia expressed his appreciation for Smith's service, and commented that a Councilor representing the community has a very difficult and time-consuming job.

Town Attorney Woodford was consulted as to whether the vote by three members was sufficient to pass the motion; Woodford said just a majority was needed, that the three represented a majority, with only five members present. Woodford added that it is not necessary to accept the resignation.

There was no public input.

Note: Mayor Gioia chose to recuse himself at 6:42 p.m. from the following Item 8 hearing declaring a possible conflict of interest; Vice Mayor Hauser then presided over the meeting.

8. **Discussion, consideration, and possible direction to staff regarding appraisal method and land exchange analysis for the possible exchange of Town property located on Oasis Road and SR 260, parcel 403-23-152A, for property located on 1451 Peterson Road, parcel 403-22-008.**

There was no action taken.

Staff was directed to **not proceed** further with the negotiations for the subject proposed exchange of Town property.

Housing Director Matt Morris explained that the original proposal by Bill Gardner for the land exchange was heard by Council on November 14th 2007; Mr. Gardner represents the Verde Valley Congregation of Jehovah's Witnesses. State law allows for such land exchanges if the properties are essentially equal in value. Pursuant to Town policy the cost for appraisals is to be borne by the private entity; the estimated costs range from a low bid of \$2,000 to \$4,000, which is more than the church group had indicated willingness to pay. Staff is recommending that Council seek approval from the church group to assume the higher cost.

The Council discussed and compared with Morris the features of the two parcels and possible benefit to the Town from the exchange. There was some reservation expressed regarding making a quick decision based on the time pressure indicated by the Congregation, and opinions that the Oasis property might be more valuable to the Town for future sale and should be retained.

Brad Stevens of the Verde Valley Congregation of Jehovah's Witnesses outlined his belief in the benefits to the Town of their parcel on Peterson Road, pointed out that the proposed church building would be an attractive addition to the Town on Oasis Road, and said they would be willing to pay the lower bid for the cost of the appraisals.

PUBLIC INPUT

(Comments from the following individual are summarized.)

Nancy Floyd said she appreciated the Mayor recusing himself from the hearing; she questioned any possible benefit to the Town from trading the Oasis Road parcel, which is prime property, and suggested proceeds from a future sale could be used for the new Library. *There was a brief discussion with the speaker regarding her comments, including some agreement on the question of benefit to the Town in pursuing the exchange.*

There was no further public input.

Bill Gardner, also with the Jehovah's Witnesses Congregation, outlined the area for construction of the church on the Oasis property as well as the issue of utilities, in defense of the concerns expressed by the Council regarding the exchange.

There was no further discussion, and based on the discussion and opinions expressed, Town Manager Scannell requested and received confirmation from the Council that the final decision was not to proceed with the exchange.

Note: Mayor Gioia returned at 6:59 p.m. to preside over the remainder of the meeting.

9. **Public Hearing and discussion, consideration, and possible approval of Resolution 2007-736, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting the Final Plat 2007-01 for Sleepy Hollow Town Homes located on parcel 404-30-029D consisting of 20 town home units on 2.40 acres. This project is located off of Nichols Street and east of Town Hall.**

There was no action taken.

The subject item is continued to the December 19th meeting as requested by the developer.

Mayor Gioia said that a request from staff had been received to pull this item; Buckel explained that staff needed further time to allow staff to address some issues with the Attorney that had been raised by Garrison; the developer will cooperate and get more documentation, but has requested the hearing to be set as soon as possible.

There was no public input.

10. **Public Hearing and discussion, consideration, and possible approval of Ordinance 2007-A344, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Section 108-D of the Zoning Ordinance to define the criteria for raising swine within the Town, to add definitions for Commercial Livestock Activity and Livestock Breeding Activity, to change the Use Permit process for Youth Livestock Activity on parcels smaller than 1/2 acre and to add language for setback requirements for Livestock Activity as was previously stated in Section 108.**

There was no action taken.

Staff was directed to work on the changes Council has agreed upon regarding the current draft, bring back a revised document for Council to review individually; that staff and the representative from FFA, Cody Carter, discuss and work out a documented system that will establish a process, with review and approval by the Town Attorney, for the Town and the participating agency in the future to follow the same system; and when all the foregoing is ready, to set another public hearing.

STAFF PRESENTATION

Buckel said that the Staff Report provides a summary of the background of developing the proposed amendment, including the dates of the public hearings that were held. Extensive public input was received throughout the entire process, with several drafts reviewed and revised by the P&Z Commission. The Commission is now recommending approval of the final draft that as submitted for Council consideration. During the revision process there was an attempt by one of the Commission members to work with a citizen group with opposing opinions to discuss trying to reach a possible consensus on conflicts.

Buckel highlighted and discussed with the Council the changes that had been made and clearly indicated on the draft; members of the audience were also provided copies for reference during the discussion. The issue of some strong objections to swine being raised and bred in the Town was discussed in detail, along with acknowledging the need to support youth organizations by helping them continue their animal projects. Buckel emphasized how the application process for youth Use Permits has been simplified by the proposed amendment. As for enforcing complaints about nuisances, Buckel also commented on the importance of giving the Code Enforcement people solid standards to follow and be able to defend in a court proceeding. There was a suggestion to eliminate the youth Use Permits, or at least identify the procedure by another name since the process would now be simplified; Attorney Woodford explained that the criteria in the Town Code for granting Use Permits are there for maintaining the quality of the neighborhood. Attorney Woodford confirmed that the word "except", referring to swine in sections of the Code, means "prohibited." Woodford also suggested revising the language in Section 3.c.2) to read: "Additional swine or breeding or reproduction stock requires a Use Permit." The members generally agreed that they needed to discuss that change further. There was also concern expressed about limiting the number of projects for a family with several children.

During the discussion, the Council, by a consensus, made several suggestions and requests for changes to the draft document, including the following:

- Agree with eliminating swine from the Species Points Chart;
- Do not exempt pot bellied pigs; they are swine;
- Agree with the necessity for Temporary 4-H, FFA or school youth livestock Use Permits;
- **Note:** Further discussion needed on **Sections 3.c.2) and 4).**
- Add to the end of **Section 4.a.**, as underlined: ".....or more than ten animals in one year, other than horses and cattle."
- Add to **Section 5(a)**, as underlined: "...conducted on property less than ½ acre, or for **one** swine on less than....."
- Revise **Section 5(b)**, in part, from "....greater than ½ acre in size, except swine," to "....greater than ½ acre in size."
- Add to **Section 5(c)**, as underlined: "....to the Community Development Director **or designee** who shall determine....."
- Delete **Section 5(h)**, "No special circumstances for additional swine on less than one acre will be considered."
- Apart from the youth livestock activities, allow swine activities by regulating through the full Use Permit process;

PUBLIC HEARING OPEN

(Comments from the following individuals are summarized.)

Pam Sterrett gave a negative report on her experience as a member of the advocate committee, and complained about the Use Permit process her daughter is currently following, as well as the future problems that will arise resulting from all the public attention now on livestock activities.

Vivian Raines thanked the P&Z Commission for all their work, saying that no one buys

residential property and expects to have a commercial breeding activity next door; the issue of the pigs has brought the problem with animal control to the forefront; there are also incorrect assertions of property sizes. Ms. Raines suggested that nuisance complaints be kept longer than one year.

Cody Carter teaches Ag at the high school and heads up the FFA advisors; several of the advisors are also here. He explained that the livestock programs are planned and organized, and said that a local breeding source is necessary to help the 250 students involved.

Daria Weir said she feels that instead of representing the community, some of the members on the P&Z Commission let their personal feelings get involved, and objected to the suggestion of sending the draft back to the Commission for further review. Ms. Weir is discouraged by the prospect of the obstacles that could end her family's livestock activities, and defended the local swine breeding activity.

Seth Terry said that his family is applying for a loan to put up a solid fence between their place and the neighbors; he asked that they be able to keep the breeding project, that it is important to them and their future.

Judy Valentine said her family supports the 4-H activities, but commented that her neighbors have abused the point system, misrepresented the size of their property, and the smell from the animals affects her quality of life. She distributed copies of pictures showing the property.

Bob Furness insisted that the problems constitute a nuisance, and the community needs some kind of enforcement; more work needs to be done.

Linda German commented on the County not allowing swine, and asked if the Town had the ability to adopt more liberal regulations. *Attorney Woodford responded that the County has no authority within municipal boundaries.)*

Richard Clark said that he has been to every meeting on this issue; he believes it is a nuisance problem, and should be enforced through the Nuisance Ordinance, not require permits to have livestock which will drown staff in paperwork; let the organizations run their programs.

Eric Schweizer complained about the length of time the problem has been dragged out, 17 months with nothing done; the excessive number of pigs next door creates putrid air to breathe, and if the Council members had the problem in their neighborhoods, the problem would have been taken care of.

Karen Terry defended her family's pig operation, saying that there have been 7 written complaints from 3 people, and those complaints were full of inconsistencies and untruths.

Leonard Krautbauer again complained about the pigs affecting his quality of life, saying they were not well taken care of, and added that when he originally bought his property he was told they could have any animals, except hogs; the area has turned into a slum.

There was no further public input.

PUBLIC HEARING CLOSED **Council Discussion**

For the benefit of those attending the Council acknowledged that no matter what the outcome of the final ordinance is, it will not please the entire community, but the members are trying to do the best they can, realizing the document may not ultimately be perfect. In response to a question, Buckel said there have been occasional, isolated complaints or problems, other than the breeding problem, in connection with individual 4-H members raising an animal. The members

generally agreed that the breeding issue must be regulated. Buckel cautioned that if animals were allowed just anywhere, other than breeding, as long as there are no complaints, that could possibly include The Cliffs; there must be some type of regulation and criteria established.

Carol German spoke on behalf of the P&Z Commission, stressing that they were trying to do their best for the entire community, and trying to focus on residential areas. Ms. German explained the proposed change in the current Use Permit process to establish the Temporary Youth Use Permits procedure that simplified the process, with no fee, and made it so much easier for the youth. During a brief discussion with the Council members, Commissioner German said that the Commission had discussed changing nuisance complaints from a civil classification to a criminal issue so that perhaps the Marshal's office could get involved for more effective prosecution and resolution.

Cody Carter was invited to provide input in connection with the youth livestock programs; he explained that the footprint of the animal should be a determining factor in deciding on numbers. Pigs have a very small footprint and are basically contained in a pen, as opposed to cattle. Mr. Carter gave some examples of how the number of animals would be determined by the particular species and their footprints, and how they are contained or not.

Following further Council discussion on the youth Use Permits, in the alternative, **Mr. Carter** outlined how the youth livestock programs are handled; there is first a planning stage where the youths would draw up their own plans, present them in the classroom, and he would certify that the impact on the land would be minimal. There is a complete record-keeping system for each project and plan, with a budget; the amount of acreage is another factor in determining the type of animal(s) to be kept. Mr. Carter said that recently, as well as the FFA, he has all of what used to be Camp Verde 4-H; being in the localized group there is more jurisdiction, and it is more beneficial to Camp Verde. They also must do the plans and record keeping. The FFA students get a grade on their projects, a science credit for high schools; it is required. Mr. Carter could coordinate with the Town if that type of situation is accepted. If there are complaints, then Mr. Carter would need to address those and make sure those individuals were in his program.

The Council discussed having staff work with Mr. Carter to memorialize and document an agreement between the Town and the governing organization now represented by Mr. Carter, or any future similar organization; Mr. Carter agreed to work on such an agreement with staff and the Town Attorney.

There was also some concern that such an arrangement would not address the issue of animals kept by adults in the community. Buckel was requested to follow up on what the Council has discussed, and when a document is ready to be discussed to bring it to individual members for review. Also, staff is to get together with Carter, iron out the details on how that segment would work, consulting with the Attorney. When all the information is ready to be shared, a meeting will be set to go over what was done, and move on to the items that remain to be addressed.

In response to a request for his opinion, Town Manager Scannell said that he believes the suggestion by Mr. Carter to work with the youth is a good one. He agreed that staff is already burdened with a lot of things, but the offer is worth investing some time, trying to develop a document that works, and then come back to Council, understanding that it will take time because of the many factors to be considered.

There was further clarification of what staff will be working toward; Buckel confirmed that she will make the revisions to the draft ordinance as discussed, bring it back for review by individual members, discuss with the Attorney and with Mr. Carter the proposed process under which the Town and Mr. Carter's agency, or any other future governing agency, would work together, to document how that would work, whether by an IGA or other type agreement that would hold both entities to the same standards.

11. **Call to the Public for Items not on the Agenda.**

There was no public input.

12. **Advanced Approvals of Town Expenditures**

a) There are no advanced approvals.

There were no advanced approvals.

13. **Manager/Staff Report**

Town Manager Scannell reported briefly on his research in response to a request from Councilor Garrison regarding an amount budgeted in connection with the Sanitary District; Scannell will present a detailed report on budget issues at a future meeting.

Buckel explained the process that had been established using a 3-ring binder in the office containing a master set of documents for the members to review, and from which copies can be made if requested.

14. **Adjournment**

On a motion by Hauser, seconded by Garrison, the meeting was adjourned at 10:21 p.m.

Margaret Harper, 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 Regular Session of the Town Council of Camp Verde, Arizona, held on the 12th day of December 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2008.

Debbie Barber, Town Clerk

TOWN OF CAMP VERDE
Council Agenda Action Form

Meeting Type: Regular

Meeting Date:01/02/2008

Consent: **Executive Session/Confidential:** Type(s) of Presentation: Verbal Only

AGENDA TITLE: (Be Exact):

Discussion, consideration and possible approval of Gene Neil, Esq. as an Assistant Magistrate for the Camp Verde Municipal Court for a two (2) year term, effective January 1, 2008, and setting an hourly pay rate of \$38.00/hour.

PURPOSE AND BACKGROUND INFORMATION:

Section 5-2-4 of the Town Code provides that the Town Magistrate may recommend to the Council the names of individuals qualified to serve as Assistant Magistrates. Assistant Magistrates must serve for a specific term, subject to removal by the Council, and are compensated pursuant to a fee established by the Council.

In October 2005, Harry Cipriano and Duane Wyles were appointed by the Council as an Assistant Magistrate with a term to expire October 2008. Both Assistant Magistrates Harry Cipriano and Duane Wyles are available for limited periods during the week to perform the duties of an Assistant Magistrate. Judge Cipriano has agreed to cover the Court's calendar on Tuesdays and Thursdays and Judge Wyles has agreed to cover the Court's calendar on Mondays. In order to provide adequate coverage, it is necessary to appoint an additional Associate Magistrate to cover the Court's calendar on Wednesdays and Fridays.

Until such time as a permanent Presiding Magistrate is appointed, the Court is in need of an additional part-time Magistrate to cover the current work load. Gene Neil, a part-time pro-tem judge for the Yavapai County Justice Courts, has expressed a desire to work for the Town as an Assistant Magistrate to cover the Court's calendar on Wednesdays and Fridays. A copy of Judge Neil's resume is attached to this staff report.

STAFF RECOMMENDATION(S): Approve

LIST ALL ATTACHMENTS: Copies of Resume for Gene Neil, Esq.

Type of Document Needing Approval (Check all that apply):

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Acceptance/Approval | <input type="checkbox"/> Agreement/Contract | <input type="checkbox"/> Emergency Clause |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> Grant Submission | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Liquor/Bingo Application | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Preliminary Plat |
| <input type="checkbox"/> Public Hearing | <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Special Consideration |
| <input type="checkbox"/> Special/Temp Use Permit | <input type="checkbox"/> Other: | <input type="checkbox"/> Presentation/Report Only |

Finance Director Review

Budgeted/Amount Yes \$NA

Comments:

The estimate hourly cost for this Assistant Magistrate (\$38.00/hr) is slightly less than the current annual salary of Judge Bluff.

Fund:

Line Item/:

Submitting Department:Magistrate Court

Contact Person:Michael Bluff

Town Manager/Designee:_____

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

**G. EUGENE NEIL
3053 Southpark
Prescott, Arizona 86305
Telephone 928-541-0846
Fax 928-717-2480**

SUMMARY

Lawyer-management professional with significant experience in most aspects of business and legal problems. Has demonstrated ability to develop creative solutions to complex business problems. Team focused. Proven success in handling a high pressure, multi-project environment.

PROFESSIONAL EXPERIENCE

ASSISTANT CITY ATTORNEY, May 1999 – Present, City of Sedona, Arizona.

- Responsible for advising city council, city manager, department heads and support staff
- Provide counsel on legal issues concerning budgets, liabilities and other legal concerns of the City of Sedona.
- Responsible for preparation of legal opinions, pleadings, contracts, real estate instruments and leases.
- Litigate matters on behalf of City and City Departments.

DIRECTOR OF BUSINESS/LEGAL SERVICES, BALSZ SCHOOL DISTRICT
November 1997 – April 1999.

- Responsible for 38 million dollar budget
- Monitored 18 million dollar bond project for renovation and remodeling of school facilities.
- Responsible for directing district financial activities including budgeting, audit, accounting and purchasing.
- Developed district policies and procedures.
- Responsible for drafting and reviewing legal documents and providing legal services to school sites.
- Developed guidelines and fee schedules for community use of facilities.
- Interpreted the impact of proposed legislation on the district
- Worked cooperatively with all personnel in all departments and school sites.

ATTORNEY REPRESENTING MUNICIPALITIES AND SCHOOL DISTRICT, April 1995 – November 1997, Martinez and Curtis, P.C., Phoenix, Arizona

- Responsible for advising city and town councils, city and town managers, department heads and support staff.
- Provide counsel on legal issues concerning budgets, liabilities and other legal concerns of cities and towns.
- Responsible for preparation of legal opinions, pleadings, contracts, real estate instruments and leases.
- Responsible for advising school district governing boards on legal issues, budgets, open meeting law and other legal concerns.

EXECUTIVE DIRECTOR OF BUSINESS/LEGAL SERVICES, June 1993 – March, 1995, Washington Elementary School District, Phoenix, Arizona.

- Responsible for 93 million dollar budget
- Monitored 38 million dollar bond project for renovation and remodeling of school facilities.
- Responsible for directing district financial activities including budgeting, audit, accounting and purchasing.
- Developed district policies and procedures.
- Responsible for drafting and reviewing legal documents and providing legal services to school sites.
- Coordinated the development of the program budget within educational objectives and district financial resources.
- Supervised maintenance program, food services, transportation and the warehouse.
- Developed guidelines and fee schedules for community use of facilities.
- Conducted facility utilization studies and implemented plans for alternative use of facilities.
- Monitored districtwide energy conservation program.
- Ensured that district financial operations conformed to Arizona School Laws and the Uniform System of Financial Records.
- Interpreted the impact of proposed legislation on the district.
- Worked cooperatively with all personnel in all departments and school sites.

DEPUTY COUNTY ATTORNEY, CIVIL DIVISION, 1975 – 1993, Maricopa County Attorneys Office, Phoenix, Arizona.

- Responsible for advising the County Board of Supervisors, County Manager, County Engineer, Planning and Development Director, School District Governing Boards and support staff.
- Provided counsel on legal issues concerning budgets, liabilities and other legal concerns of the County Departments, County Agencies and to 55 School Districts.
- Responsible for preparation of legal opinions, pleadings, briefs, contracts, real estate instruments and leases.
- Litigated matters on behalf of County Departments and County Agencies.

DIVISION CHIEF, CIVIL DIVISION, 1980 – 1989, Maricopa County Attorneys Office, Phoenix, Arizona

- Supervised, managed and evaluated 22 lawyers and 20 support staff.
- Responsible for planning and budgeting for the division.

YAVAPAI COUNTY ATTORNEY, 1973 – 1975, Prescott, Arizona

- County Officer -- Elected Office.
- Responsible for all criminal prosecution in the county.
- Responsible for advising all elected offices and county departments on legal issues.
- Supervised 4 lawyers and 6 support staff.

EDUCATION

Juris Doctor, University of Arizona, Tucson, Arizona, 1968

Bachelor of Science: Business Administration, Arizona State University, and Tempe, Arizona, 1963

PROFESSIONAL ACTIVITIES

PROFESSIONAL ORGANIZATIONS

- **Arizona State Bar Association** Active Member, Bar # 002268
- **Missouri State Bar Association** Active Member, Bar# 47505
- **American Bar Association**
- **Arizona Association of School Business Officials**
- **National Council of School Attorneys**
- **International Municipal Lawyers Association**

SELECTED PROFESSIONAL TRAINING

- Special Education Law Conference, Phoenix
- Institute on Current Issues in School Law, Harvard
- Arizona School Board Law Conference, Phoenix

- Reducing and preventing Construction Claims, San Francisco

REFERENCES:

Available upon request.

TOWN OF CAMP VERDE
Council Agenda Action Form

Meeting Type: Regular

Meeting Date:01/02/08

Consent: **Executive Session/Confidential:** Type(s) of Presentation: Verbal Only

AGENDA TITLE: (Be Exact):

Discussion, consideration and possible approval of Harry Cipriano as Presiding Magistrate for the Camp Verde Municipal Court, replacing Michael Bluff, effective January 1, 2008, and continuing for the balance of his original term, and setting an hourly pay rate of \$50.00/hour.

PURPOSE AND BACKGROUND INFORMATION:

The current Presiding Town Magistrate, Michael Bluff, has been appointed to the Yavapai County Superior Court, Division 7, effective January 1, 2008. As a result, the Magistrate Court needs an Acting Presiding Magistrate to assume the duties and responsibilities of such office until a new Presiding Magistrate is formally appointed by the Council.

Assistant Magistrate Harry Cipriano has expressed a willingness to assume the role of Acting Presiding Magistrate during the interim period while the Town advertises and selectes a new Presiding Magistrate. The Presiding Magistrate is responsible for the overall operation of the Court and answers directly to the Town Counsel.

Until such time as a permanent Presiding Magistrate is appointed, the Court is in need of an Acting Magistrate to schedule and control the calendar and workload of the Court staff, including the work hours of all Associates Magistrates.

STAFF RECOMMENDATION(S): Approve

LIST ALL ATTACHMENTS: NONE

Type of Document Needing Approval (Check all that apply):

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Acceptance/Approval | <input type="checkbox"/> Agreement/Contract | <input type="checkbox"/> Emergency Clause |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> Grant Submission | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Liquor/Bingo Application | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Preliminary Plat |
| <input type="checkbox"/> Public Hearing | <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Special Consideration |
| <input type="checkbox"/> Special/Temp Use Permit | <input type="checkbox"/> Other: | <input type="checkbox"/> Presentation/Report Only |

Finance Director Review

Budgeted/Amount Yes \$NA

Comments: The approx. annualized salary for the Acting Presiding Magistrate is within the budget amount of the current annual salary of Judge Bluff.

Fund:

Line Item/:

Submitting Department:Magistrate Court

Contact Person:Michael Bluff

Town Manager/Designee:_____

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

**TOWN OF CAMP VERDE
Council Agenda Action Form**

Meeting Type: Regular

Meeting Date:01/02/2008

Consent: **Executive Session/Confidential:** Type(s) of Presentation: Verbal Only

AGENDA TITLE: (Be Exact):

Discussion, consideration and possible direction to staff regarding the advertisement for the position of Presiding Town Magistrate, to serve on a part-time basis, at an annual salary of \$55,000/year, for a minimum two (2) year term.

PURPOSE AND BACKGROUND INFORMATION:

The current Presiding Town Magistrate, Michael Bluff, has been appointed to the Yavapai County Superior Court, Division 7, effective January 1, 2008. The current Assistant Magistrate, Harry Cipriano, is willing to serve on a temporary basis as Acting Presiding Magistrate, but has expressed a desire not to be considered as the replacement Presiding Magistrate.

Prior to his leaving his position as Presiding Magistrate, Judge Bluff has made arrangements, through the two Assistant Magistrates (Judges Cipriano and Wyles) and the possible addition of Gene Neil as Assistant Magistrate, to cover the Court's weekly calendar during the interim period until the Town Council selects a new Presiding Magistrate.

Appointment of a new Presiding Magistrate will involve a formal advertisement, interview and selection process.

STAFF RECOMMENDATION(S): Approve

LIST ALL ATTACHMENTS: None

Type of Document Needing Approval (Check all that apply):

- | | | |
|---|---|--|
| <input type="checkbox"/> Acceptance/Approval | <input type="checkbox"/> Agreement/Contract | <input type="checkbox"/> Emergency Clause |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> Grant Submission | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Liquor/Bingo Application | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Preliminary Plat |
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> Resolution | <input type="checkbox"/> Special Consideration |
| <input type="checkbox"/> Special/Temp Use Permit | <input checked="" type="checkbox"/> Other: | <input type="checkbox"/> Presentation/Report Only |

Finance Director Review

Budgeted/Amount Yes \$NA

Comments:The suggested starting salary of \$55,000.00 is within the estimated budget amount for the Town Presiding Magistrate.

Fund:

Line Item/:

Submitting Department:Magistrate Court

Contact Person:Michael Bluff

Town Manager/Designee:_____

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

**TOWN OF CAMP VERDE
Council Agenda Action Form**

Meeting Type: Regular

Meeting Date:December 5, 2007

Consent: **Executive Session/Confidential:** Type(s) of Presentation: PowerPoint

AGENDA TITLE: (Be Exact): Presentation, update and discussion of Black Bridge Park and the SLIF Grant.

PURPOSE AND BACKGROUND INFORMATION: Update to Council on the progress of Black Bridge Park.

STAFF RECOMMENDATION(S): None

Proposed Motion: _____

LIST ALL ATTACHMENTS:

Type of Document Needing Approval (Check all that apply):

- | | | |
|---|---|--|
| <input type="checkbox"/> Acceptance/Approval | <input type="checkbox"/> Agreement/Contract | <input type="checkbox"/> Emergency Clause |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> Grant Submission | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Liquor/Bingo Application | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Preliminary Plat |
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> Resolution | <input type="checkbox"/> Special Consideration |
| <input type="checkbox"/> Special/Temp Use Permit | <input type="checkbox"/> Other: | <input checked="" type="checkbox"/> Presentation/Report Only |

Finance Director Review

Budgeted/Amount N/A \$NA

Comments:N/A

Fund:

Line Item/:

Submitting Department:Parks & Recreation

Contact Person:Lynda Moore

Town Manager/Designee: _____

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

**TOWN OF CAMP VERDE
Council Agenda Action Form**

Meeting Type: Regular

Meeting Date:December 5, 2007

Consent: **Executive Session/Confidential:** Type(s) of Presentation: Verbal Only

AGENDA TITLE: (Be Exact):.Discussion, consideration and possible approval to officially name Black Bridge Park and Trails "Rezzonico Black Bridge Park and Babbitt Trails.

PURPOSE AND BACKGROUND INFORMATION: The Parks & Recreation Commission met in Special Session on January 25, 2007 to discuss a name for Black Bridge Park. During negotiations in the sale of the property, the Rezzonico family asked that their name be used in the name of the park. The Parks & Recreation Commission is recommending to Council that the official name of the park and trails be "Rezzonico Black Bridge Park and Babbitt Trail and Boat Ramp". I would like to make a recommendation that since there will be no boat ramp that we place a sign naming the trails to the river "Babbitt Trails".

STAFF RECOMMENDATION(S): Approve

Proposed Motion: Approve official name of Black Bridge Park and Trails as "Rezzonico Black Bridge Park and Babbitt Trails".

LIST ALL ATTACHMENTS: Agenda and minutes from the January 25, 2007 Parks & Recreation Commission Special Session.

Type of Document Needing Approval (Check all that apply):

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Acceptance/Approval | <input type="checkbox"/> Agreement/Contract | <input type="checkbox"/> Emergency Clause |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> Grant Submission | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Liquor/Bingo Application | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Preliminary Plat |
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> Resolution | <input type="checkbox"/> Special Consideration |
| <input type="checkbox"/> Special/Temp Use Permit | <input type="checkbox"/> Other: | <input type="checkbox"/> Presentation/Report Only |

Finance Director Review

Budgeted/Amount N/A \$NA

Comments:N/A

Fund:

Line Item/:

Submitting Department:Parks & Recreation

Contact Person:Lynda Moore

Town Manager/Designee: _____

AMENDED AGENDA



**SPECIAL SESSION
CAMP VERDE PARKS AND RECREATION COMMISSION
PARKS AND RECREATION CONFERENCE ROOM
THURSDAY, JANUARY 25, 2007
4:00 P.M.**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Discussion, consideration and possible recommendation to Council on park amenities and overall design of park.**
5. **Discussion, consideration and possible recommendations to Council on name for park and trail.**
6. **Committee Informational Reports** Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that the individual Commission member may request an item be placed on a future agenda.
7. **Adjournment**

Posted by: *V Jones*

Date/Time: 1-23-07 4:30 p.m.

The Town of Camp Verde facilities are 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.

**MINUTES
SPECIAL SESSION
PARKS and RECREATION COMMISSION
TOWN OF CAMP VERDE
PARKS & RECREATION
CONFERENCE ROOM
Friday, January 25th, 2007
4:00 P.M.**

Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Commission motions to facilitate future research.
Public input, where appropriate, is heard prior to the motion

1. **Call to Order**

Vice Chair Parker called the meeting to order at 4:00 p.m.

2. **Roll Call**

Vice Chairperson Parker, Commissioners Ellington, Mason and Teague were present; Chairperson Moore and Commissioners Clawson and Wilson were absent.

Also Present: Parks & Recreation Director Lynda Moore, and recording secretary Jessie Jones.

3. **Pledge of Allegiance**

The Pledge was led by Commissioner Teagues.

5. **Call to the Public for Items not on the Agenda**

There was no public input.

6. **Discussion, consideration and possible recommendation to Council on park amenities and overall design of park.**

On a motion by Parker, seconded by Teague the commission voted unanimously to recommend to Council to leave the existing constructed Black Bridge Loop Road access to the park as built, begin adding amenities to the park that the grant will allow, add a second parking lot at the south end of the park with the access off Moser Lane and add a walking trail to lead to the North end giving access to the river and boat ramp, allow for improvement to bring the existing Black Bridge Loop Road to current Town Street Codes.

7. **Discussion, consideration and possible recommendations to Council on name for park and trail.**

On a motion by Teague, seconded by Ellington the Commission voted unanimously to recommend to Council the name of the park should be Rezzonico Black Bridge Park and the main trail to the boat ramp be named Babbitt Trail and Boat Ramp.

It was brought to the attention of the Commission that the Rezzonico family would like their name in the park as they had asked for in the negotiations in the sale of the land, it was also stated that the Babbitt name also be used in the naming as they had donated a large portion of the land.

8. **Commission Informational Reports:**

Mason reported on the upcoming Merchants' event scheduled for the weekend of the Pecan and Wine Festival. Also there is a car show in the works that she and a few other merchants are working on.

**TOWN OF CAMP VERDE
Council Agenda Action Form**

Meeting Type: Regular

Meeting Date: December 19, 2007

Consent: **Executive Session/Confidential:** Type(s) of Presentation: Verbal Only

AGENDA TITLE: Discussion, consideration and possible direction to staff concerning notification to Bob Blevins, owner of a First Street, Camp Verde parcel on the following items: 1) the properties ineligibility for a Sustainable Brownsfield Project Development Program (SBPDP); and 2) the Town's wishes to currently waive any acquisition interest of this land. (Staff Resource: Mike Scannell)

PURPOSE AND BACKGROUND INFORMATION: On September 5, 2007 Council directed Interim Town Manager Dave Smith to research the eligibility and possible acquisition of Bob Blevins' First Street, Town of Camp Verde, AZ property for a Sustainable Brownsfield Project Development Program (SBPDP) administered through the Environmental Protection Agency. Dave Smith has concluded his research on this matter and ascertained that the property is ineligible for SBPDP funding.

STAFF RECOMMENDATION(S): Direct to staff to notify Bob Blevins, owner of a First Street, Camp Verde parcel on the following items: 1) the properties ineligibility for a Sustainable Brownsfield Project Development Program (SBPDP); and 2) the Town's wishes to currently waive any acquisition interest of this land.

LIST ALL ATTACHMENTS: September 5, 2007, item #13, Town Council minutes.

Type of Document Needing Approval (Check all that apply):

- | | | |
|---|---|--|
| <input type="checkbox"/> Acceptance/Approval | <input type="checkbox"/> Agreement/Contract | <input type="checkbox"/> Emergency Clause |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> Grant Submission | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Liquor/Bingo Application | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Preliminary Plat |
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> Resolution | <input type="checkbox"/> Special Consideration |
| <input type="checkbox"/> Special/Temp Use Permit | <input checked="" type="checkbox"/> Other: | <input checked="" type="checkbox"/> Presentation/Report Only |

Finance Director Review

Budgeted/Amount N/A \$0

Comments:

Fund:

Line Item/:

Submitting Department: Administration Contact Person: Michael Scannell

Town Manager/Designee: 

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

STAFF PRESENTATION

Buckel explained that the proposed amendment was drafted, working with the Town Attorney, in response to Council direction. The Planning & Zoning Commission held a public hearing on August 9, 2007, and is recommending approval of the amendment after consideration of the issues of why use permits should be used, reason for removal of the time limit, citizen participation in the process, and flexibility to impose certain restrictions on proposed activities.

PUBLIC INPUT

Jack Blum on behalf of the Fire District said he wanted to thank everyone involved in processing the proposed amendment so quickly.

There was no further public input.

10. **Public Hearing, discussion, consideration, and possible approval of Ordinance 2007-A345, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Section 109 of the Zoning Ordinance adding language for the allowance of locating government facilities and facilities required for the provision of utilities and public services in residential zoning districts through a Use Permit.**

On a motion by Kovacovich, seconded by Garrison, the Council unanimously approved Ordinance 2007-A345, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Section 109 of the Zoning Ordinance adding language for the allowance of locating government facilities and facilities required for the provision of utilities and public services in residential zoning districts through a Use Permit.

STAFF PRESENTATION

Buckel said that this item was a continuation of the previous item and will correspond with those changes to Section 108; Planning & Zoning has recommended approval of these changes as well.

There was no public input.

11. **Discussion, consideration, and possible selection and/or prioritization of Camp Verde projects to be included in the 2007-2008 NACOG Comprehensive Economic Development Strategy (CEDS) Goals and Priorities List.**

On a motion by Gioia, seconded by Hauser, the Council unanimously approved amendments to Camp Verde's Priorities List as stated and discussed, for presentation to NACOG.

The members discussed the Priorities List that was included in the agenda packets and agreed upon several upgrades in priorities, including adding categories for **Library Construction and Assistance on Domestic Violence Prevention.**

There was no public input.

12. **Discussion, consideration, and possible determination of whether the Mayor or the Mayor and Council will complete Marshal David Smith's annual performance review that was due in August 2007.**

On a motion by Parry, seconded by Hauser, the Council unanimously determined that the Mayor and one appointed Council member, Ron Smith, will complete Marshal David Smith's annual performance review that was due in August 2007.

There was no public input.

13. **Discussion, consideration, and possible direction to staff concerning the possible purchase of property located on First Street in Camp Verde**

Staff was directed to discuss the particulars of the proposed sale of property, including researching the issue of Brown Fields, or hazardous materials on the property.

Councilor Elmer said that he understood that Bob Blevins, who owns the subject property, is interested in selling it, and suggested that the Town might want to consider purchasing it since it adjoins property already owned by the Town. **Bob Blevins** was invited to address the Council and he explained that he had owned the parcel for over 60 years and was considering putting it on the market; the parcel consists of 3-plus acres. Mr. Blevins said he did not have a selling price in mind yet.

The Council discussion included the strong preference to preserve historical structures for the Town.

PUBLIC INPUT

Lisa Mina said she thought the parcel could be another possible Library site.

Kate Blevins said she had always looked at the property as a potential Park, and agreed on the idea of the Library as well. She suggested looking at the purchase price in a creative way, breaking the parcel down to the cost per square foot.

Debbie Barber reminded the Council that she, Nancy and Wendy had actually used the property as the model for their affordable housing project and being able to use grant money to clean up and use the property.

Jerry McElhaney (sp.) thought it would be a great opportunity for the Town.

There was no further public input.

14. **Call to the Public for Items not on the Agenda.**

Shirley Brinkman commented on how pleased she was with the improved Verde Lakes Park; the children are really using and enjoying it.

15. **Advanced Approvals of Town Expenditures**

a) **There are no advanced approvals.**

There were no advanced approvals.

16. **Manager/Staff Report**

Interim Manager Smith said he felt the League Conference was very good, and especially was interested in the Economic Development segment.

17. **Council Informational Reports**

Parry commented on a very good League Conference, and recommended that formation of the Youth Commission be encouraged and supported.

Hauser displayed the plaque that was presented for sponsoring the football game; she felt Dr. Crow gave a good speech; the Stewards of Public Lands are planning another clean-up day.

Smith reported on his attendance at the Governor's Rural Economic Development conference; he brought back possible funding in the amount of approximately \$20,000, and the conference on community leadership was great. Smith described efforts to have wood product industries take steps to help clean up forests. Also, one of the communities uses a mobile visitors' center for placement at community events.

Garrison commented on her previous request to have this item moved closer to the top of the agenda; she brought out a video and other literature that she has collected to be available to the public in the Clerk's Office. Garrison strongly recommended that copies of the material she received at the class on Leadership, Ethics and Politics be included in all the packets that go out to Commissions and Committees as well as Council members. Garrison requested agenda items

**TOWN OF CAMP VERDE
Council Agenda Action Form**

Meeting Type: Regular

Meeting Date: January 2, 2008

Consent: **Executive Session/Confidential:** Type(s) of Presentation: Verbal Only

AGENDA TITLE: (Be Exact): Discussion, consideration, and possible approval of two new deputy positions. This is an unbudgeted item from the General Fund in the amount of \$108,773, excluding approximately \$70,000 for patrol vehicles and equipment.

PURPOSE AND BACKGROUND INFORMATION:

STAFF RECOMMENDATION(S): None

LIST ALL ATTACHMENTS: None

Type of Document Needing Approval (Check all that apply):

- | | | |
|---|---|--|
| <input type="checkbox"/> Acceptance/Approval | <input type="checkbox"/> Agreement/Contract | <input type="checkbox"/> Emergency Clause |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> Grant Submission | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Liquor/Bingo Application | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Preliminary Plat |
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> Resolution | <input type="checkbox"/> Special Consideration |
| <input type="checkbox"/> Special/Temp Use Permit | <input type="checkbox"/> Other: | <input type="checkbox"/> Presentation/Report Only |

Finance Director Review

Budgeted/Amount Yes \$NA

Comments: N/A

Fund:

Line Item/:

Submitting Department: Council

Contact Person: Ron Smith

Town Manager/Designee: _____

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

TOWN OF CAMP VERDE
Council Agenda Action Form

Meeting Type: Regular

Meeting Date: January 2, 2008

Consent: **Executive Session/Confidential:** Type(s) of Presentation: Verbal Only

AGENDA TITLE: (Be Exact): Discussion, consideration and possible direction to staff regarding hiring a facilitator to work with Council.

PURPOSE AND BACKGROUND INFORMATION: In May 2007 Council hired Professor Decker of L.L. Becker & Associates as a facilitator for Town Council. With recent resignations and turmoil, it may be time for Council to have a refresher course.

STAFF RECOMMENDATION(S): None

LIST ALL ATTACHMENTS: None

Type of Document Needing Approval (Check all that apply):

- | | | |
|---|---|--|
| <input type="checkbox"/> Acceptance/Approval | <input type="checkbox"/> Agreement/Contract | <input type="checkbox"/> Emergency Clause |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> Grant Submission | <input type="checkbox"/> Intergovernmental Agreement |
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| <input type="checkbox"/> Special/Temp Use Permit | <input type="checkbox"/> Other: | <input type="checkbox"/> Presentation/Report Only |

Finance Director Review

Budgeted/Amount No \$This is an unbudgeted item from ????

Comments: N/A

Fund:

Line Item/:

Submitting Department: Council

Contact Person: Norma Garrison

Town Manager/Designee: _____

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