

AGENDA



**REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, NOVEMBER 5, 2008
at 6:30 P.M.**

If you are carrying a cell phone, pager, computer, two-way radio, or other sound device, we ask that you turn it off when you enter Council Chambers. Remove your hats for the Pledge of Allegiance. All Presentations are limited to 10 minutes.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) Joint Meeting with YAN Tribal Council – October 28, 2008
 - 2) Council Hears P&Z – October 22, 2008
 - 3) Regular Session – October 15, 2008
 - 4) Council Hears P&Z – September 24, 2008
 - b) **Set Next Meeting, Date and Time:**
 - 1) November 12, 2008 at 6:30 p.m. – Special Session with RBF to consider Park Master Plan
 - 2) November 19, 2008 at 6:30 p.m. – Regular/Council Hears P&Z COMBINED
 - 3) November 26, 2008 at 6:30 p.m. – Council Hears Planning & Zoning – **CANCELLED**
 - c) **Possible authorization to pay the \$5,000 deductible to Southwest Risk to settle the litigation Davenport v. Town of Camp Verde.** (Staff Resource: Carol Brown)
 - d) **Possible approval of the Manager's Compensation Package** (Staff Resource: David R. Smith)
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 Elmer requested Item #7:

7. **Chamber of Commerce presentation of accomplishments and activities during the first quarter, followed by possible discussion with Council. Discussion may include an invitation to the Chamber to continue quarterly reports to the Council.**
8. **Discussion, consideration, and possible direction to the Manager relative to the following flood insurance options 1) Cancel the 'contents and building' for the former Marshal's Office and 2) Increase the library's 'contents' to the maximum allowable coverage of \$500,000, at an additional expense of \$1,915.** (Staff Resource: Carol Brown)
9. **Discussion, consideration, and possible approval to reclassify the Animal Shelter Operator position to an Animal Control Officer position to increase the number of days and hours an Animal Control Officer is available to the public.** (Staff Resource: David R. Smith)
10. **Discussion, consideration, and possible direction/guidance to the Manager relative to the Town investing funds to prepare a 'Master Lease' Request for Proposal (RFP) for the Town-owned Rio Verde Plaza property.** (Staff Resource: Michael Scannell)

Councilor Garrison requested item #11:

11. **Update, discussion, consideration, and possible direction to staff relative to the use of the timer during meetings.**

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

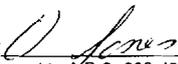
There will be no Public Input on the following items:

13. **Advanced Approvals of Town Expenditures**

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

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.

15. **Adjournment**

Posted by: 

Date/Time: 10-31-08 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
JOINT MEETING
MAYOR and COMMON COUNCIL
of the
TOWN OF CAMP VERDE
and the
YAVAPAI APACHE NATION TRIBAL COUNCIL
473 S. Main Street, Room 106
WEDNESDAY, OCTOBER 29, 2008
6:30 P.M.**

1. Call to Order

Mayor Gioia called the meeting to order at 6:30 p.m.

2. Roll Call

Mayor Gioia and Councilors Elmer, Garrison, German, Kovacovich, and Smith were present. Vice Mayor Hauser was absent due to a much-deserved vacation.

Yavapai-Apache Council Members in attendance were Cora-Lei Marquez and Roberta Quail. Tribal Council Secretary Karla Reimer was also present.

Also Present:

Town Manager Michael Scannell, Recreation Supervisor Joe Perez, and Town Clerk Deborah Barber

3. Mayor's Welcome and Introductions

Mayor Gioia asked everyone to introduce themselves. Councilor Cora-Lei Marquez said that it was exciting and an honor to take part in the exercise and Councilor Roberta Quail agreed and thanked Council for the invitation.

Council members introduced themselves to Councilor Marquez and Quail and thanked them for attending, noting that this is a community-wide effort and that the Nation is very much a part of the community.

4. Discussion with RBF Consulting concerning the Community Park Master Plan. Discussion may include, but not be limited to the results of community meetings, draft of the Park Master Plan, active and passive recreational uses, access points, water, lighting, funding, cost-saving measures, and other miscellaneous concerns.

Kevin Kugler reviewed the process to date and presented a Conceptual Plan that included ball fields, rodeo grounds, a BMX track, star gazing area, parking, concession stand, community center, bike and pedestrian tracks, tennis courts, etc., stating that the price tag for the park, excluding the paving of the road and parking areas and water and waste water, exceeded 6 million dollars.

The Mayor permitted open dialog between audience members and Mr. Kugler. Members who spoke included John and Cheri Wischmeyer, Linda German, Irene People, Vivan Ray, Howard Parrish, Bob Weir, Bob Burness, and Brandon Gillespie. The majority of the audience remained opposed to the proposed entrance to the park located on McCracken Lane. The discussion at times was somewhat contentious. However, Council members concluded that the McCracken Lane was the only entrance the Town could possibly consider at this time. Irene People requested that Council consider other safety concerns as they plan for the McCracken Lane entrance.

Manager Scannell explained that the cost of maintaining a park of this size over the lifetime of the park is a much bigger issue than the \$6 million cost for infrastructure. Kugler described a facility of similar size and amenities in Durango, CO. He said that LaPlata County subsidizes the park at approximately \$700,000 per year.

Tribal Council Members left at 8:40 p.m. explaining they had a meeting beginning at 9:00 in the morning.

Discussion continued among Council members. Mayor Gioia said that he would like to see RBF have discussions with staff about the first phase, to include maintenance and operation costs, annual costs, phasing costs; pass the plan through engineering staff; and give greater attention to improving the entrance and water and turf. German said that there needed to be discussion with staff regarding the issues of water and electrical supply.

Kugler responded that these were complicated issues requiring different levels of analysis that go far beyond RBF's scope of work to prepare a conceptual plan.

Gioia responded that if there were three ball fields, there would be less need to use them after dark, which would create a lesser impact on work force.

TG – a few suggestions – discussion w/ staff about first phase; M&O, to include annual costs, & phasing costs; passing this thru engineering; more attention to entrance – access – improving road; more attention to water & turf.

The Mayor invited the audience to Trick or Treat on Main beginning Friday at 5:30 p.m.

5. **Adjournment**

The meeting was adjourned at 9:01 p.m.

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 Joint Work Session of the Town Council of Camp Verde, Arizona, held on the 29th day of October 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2008.

Deborah Barber, Town Clerk

**MINUTES
COUNCIL HEARS PLANNING & ZONING
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, OCTOBER 22, 2008
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 Smith, Garrison, Kovacovich, Elmer and German were present.

Also Present: Town Manager Michael Scannell, Community Development Director Nancy Buckel, Town Magistrate Rodger Overholser, P&Z Chairperson Dave Freeman, Library Director Gerry Laurito, and Recording Secretary Margaret Harper.
3. **Pledge of Allegiance**
The Pledge was led by Smith.
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) Executive Session – October 15, 2008 (taped)
 - 2) Special Session – October 15, 2008
 - 3) Work Session – October 8, 2008
 - b) **Set Next Meeting, Date and Time:**
 - 1) October 29, 2008 at 4:00 p.m. – Joint Tribal & Council Session with RBF
 - 2) November 5, 2008 at 6:30 p.m. – Regular Session
 - 3) November 12, 2008 at 6:30 p.m. – Special Session with RBF to consider Master Plan
 - 4) November 19, 2008 at 6:30 p.m. – Regular/Council Hears P&Z COMBINED
 - 5) November 26, 2008 at 6:30 p.m. – Council Hears Planning & Zoning – CANCELLED
 - c) **Possible approval of an agreement between the Town of Camp Verde and the Camp Verde Library Endowment (CVLE) transferring the operation of the library's book sale from the Town to CVLE. (Staff Resource: Gerry Laurito)**
 - d) **Possible approval of a letter to the Camp Verde Fire District requesting written documentation relative to the priorities and deadlines set for the Woodyard on Murdock Road and modifications to the Fire Code with direction for the Mayor to sign. (Staff Resource: Nancy Buckel)**
 - e) **Possible approval for out-of-state travel for Judge Overholser to attend the National Judicial College in Reno, Nevada, with expenses to be reimbursed through a scholarship program. (Staff Resource: Judge Overholser)**

On a motion by Hauser, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented; with Elmer abstaining on approval of the Minutes of October 15th, since he had been absent; and with the correction noted to the Minutes of October 8, 2008.

Smith noted an oversight in the Minutes of October 8th, Page 2, under the Trails & Pathways portion; the sentence beginning "Mr. Haddon advised..." was incomplete.

Note: At 8:18 p.m. Item 4(d) of the Consent Calendar was requested to be reconsidered in response to concern expressed by the public, whereupon action was taken accordingly.

On a motion by Hauser, seconded by Kovacovich, the Council voted unanimously to reopen Item 4(d) of Consent Calendar, for reconsideration.

- 4(d) **Possible approval of a letter to the Camp Verde Fire District requesting written documentation relative to the priorities and deadlines set for the Woodyard on Murdock Road and modifications to the Fire Code with direction for the Mayor to sign.**
On a motion by Elmer, seconded by Gioia, the Council voted unanimously to approve a letter to the Camp Verde Fire District, with revisions pursuant to direction to the Town Manager to meet with Fire Inspector

Barbara Rice tomorrow, Thursday, with two residents, to find answers to the questions discussed.

Scannell explained that because of a misunderstanding, the residents who live within close proximity to the Wood Yard had come to the meeting but had been unable to speak to Council on Item 4.d) as they had planned to do. Out of respect to the individuals and in order to get the fullest public participation, the Council agreed to reconsider that item.

For the benefit of the public, Mayor Gioia read aloud the language in the proposed letter that requested information and written documentation from the Fire District outlining the modifications to the Fire Code that the Fire District has agreed upon, in order to respond to citizen concerns. Scannell wanted to clarify that the Fire District is a separate special district that is not part of the governance structure of the Town of Camp Verde; it is an independent, autonomous decision-making body with its own tax base, assets and liabilities. Barbara Rice, Fire Inspector, was invited to speak to the issue.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Barbara Rice, Fire Inspector for the Camp Verde Fire District, explained that they have no problem providing whatever information the Town requests, just as they have already responded to requests from staff, the Town Attorney and the Town Manager. Ms. Rice requested that the proposed letter be revamped in order to provide specific needs and clarify what the "conditions" refer to. She requested listing any Fire Code violations or fire hazards that have come to the Town's attention, adding that they may have already been addressed, and suggested specific examples, such as wanting to know the processes that the District follows in carrying out provisions in the Fire Code. She said that modifications are allowed on a case-by-case basis, and they could provide the sections in the Code permitting modifications. Ms. Rice said they have a responsibility to the entire District, and requested an extension of the proposed time deadline to around three weeks. The District wants to give the Town quality time for the response.

Scannell explained that the spirit of the letter was to try to share information with the community; the lack of water infrastructure at the Wood Yard is of great concern to the community. Scannell suggested that attendance of a representative from the Fire District at public hearings would have been helpful in arriving at a better understanding for all, and added that perhaps he, Ms. Rice and some of the residents could come to some understanding in a short meeting, and offered to arrange such a meeting. Ms. Rice said she understood the concerns of the residents, commented on the unique situation and how the Fire Code is limited. Also, the current demands on the District are overwhelming. Ms. Rice agreed that she would find time to meet with the Town Manager and two residents tomorrow in order to discuss the information being requested; Scannell said he would call Ms. Rice to arrange such a meeting.

FURTHER PUBLIC INPUT

(Comments from the following individuals are summarized.)

Clint Gray referred to the 2003 Fire Code limiting cold decks, and the ones now existing in the Wood Yard are totally out of compliance; resulting in a "horizontal forest." A fire would be disastrous; the Code needs to be enforced.

John Gray commented on the fire out at the local dump; the wood that caught on fire out there is about one-fiftieth of the wood volume that is stacked along Murdock Road, and they could not even try to put it out, just tried to contain it.

Danny Parker asked why the Town does not stick to the International Fire Code; why is it necessary to make modifications.

There was no further public input.

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

There was no public input.

6. Council Informational Reports

Elmer said he would report on the Chamber of Commerce at the next session.

Hauser reported that the project, WET, event will take place tomorrow at 8:30 at Dead Horse Ranch Park; it is the water education day for the 4th Graders and a good turnout is expected. Hauser displayed a newspaper from 1975 and described some articles from it that memorialized activities similar to those of today.

Gioia said he had attended the third open house planning session for the Park Master Plan last night; a meeting with the Yavapai-Apache Nation Council is scheduled for next Wednesday, and a final presentation will be made to Council

and the public is always invited to attend. Gioia also reported on the ribbon-cutting event held by the Senior Center to celebrate the renovations made with CDBG funds. The Wii game system that Hauser has been on a quest for will be donated by WalMart, and at the third Wednesday meeting of next month it will be presented to the Senior Center Board.

7. **Public Hearing, discussion, and possible approval of Ordinance 2008-A354, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Section 118 of the Zoning Ordinance to define A-frame signs, add exception for projecting signs into the right-of-way for businesses along Main Street under Prohibited Signs, and define the criteria under which projecting signs may be used under Business/Commercial/Industrial signs. (Staff Resource: Michael Jenkins)**

On a motion by Smith, seconded by Elmer, the Council voted unanimously to approve the amendment to Item 12 under Section IV.A. to read: "A-Frame signs located anywhere within the Town limits. EXCEPTIONS: (a) A-Frame Signs are permissible along Main Street between Arnold and General Crook during business hours. (b) Temporary use to advertise Town sponsored events, or approved Community-wide events." And Section IX.A.5., amended to add as shown in bold print, underlined, ".....twelve (12) square feet per side does not project out....."

On a motion by Kovacovich, seconded by Elmer, the Council unanimously **approved** Ordinance 2008-A354, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Section 118 of the Zoning Ordinance to define A-frame signs, add exception for projecting signs into the right-of-way for businesses along Main Street under Prohibited Signs, and define the criteria under which projecting signs may be used under Business/Commercial/Industrial signs; **with the changes made to Section IV.A.12, and under IX.A.5.**

STAFF PRESENTATION

Community Development Director Buckel explained that the proposed amendment is the result of several public hearings, as well as one Council meeting at which time the proposed ordinance amendment was sent back to Planning & Zoning for further consideration, and revisions to resolve the concerns of the Town Engineer. Buckel said the serious concerns of the businesses along Main Street were recognized, and it was hoped that using projected signs would resolve many of those issues. The merchants have expressed their fear that taking away the A-frame signs would present a great hardship at this time. Although the Town Code has never actually allowed the signs, removal of the signs has never been enforced. Buckel reviewed in detail the revised portions of the Ordinance amendment that has been presented to the Council for review that includes adding the option of using the projected signs.

The members discussed the draft amendment with Buckel, including suggesting additional language to confirm that the allowed size of the projected sign would be calculated as "per side", recognizing that the sign would need to be visible from either approach. Another option recommended by Buckel and briefly discussed was to provide banners on corners to indicate businesses off of Main Street. After a brief discussion regarding lighting requirements, sign designs, and the administrative procedure, the citizens were invited to present their views.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Jerry Tobish, of Ancient Bear Gallery, stressed that the businesses need day-to-day help from the Town, especially in light of the current economy; the A-frame signs have proven their benefit, and removing them would absolutely kill the businesses. Mr. Tobish asked the Council to wait for at least one more year before taking any action against the A-frame signs.

Ginger Mason commented that one year would not be enough, five years would be reasonable. Ms. Mason described how she uses the A-Frame signs and how critical to her business they are; furthermore, they do not cost the Town as the suggested banners would.

Charlotte Floyd said her daughter had opened a new business only a few weeks ago; they have been able to pay their rent and bills and have high hopes for the future, and becoming an asset to the community. The economy is very bad, the A-Frame signs are very important and have been proven to be the best source of advertising.

Perry Haddon, the bookstore owner, said that what the Town is trying to do is anti-business; most merchants have good signs.

Barbie Bridge, from the Adobe Café, asked if the Town can advertise events, why can't the merchants; she asked the Council to not "kick us while we're down."

Ramona Aldridge, owner of the health food store, said that the projecting sign will not be visible above her awning. She needs interchangeability in her signs; the landscaping by ADOT in front of her store poses more liability than an A-Frame sign. Ms. Aldridge said she would give up her A-Frame signs if the Town had signs at the entrances to indicate that a town even exists.

Joyce Gray said she collects money for the Colonel's Daughter contributions, and many of those attending tonight have given contributions year after year, she is in favor of the A-Frame signs.

Donna Stilwell said her business is behind Ace Hardware and would be really hard to find if they did not have a sandwich sign; that is the only signage that the business has right now and that is all they can afford.

George Young described his experience as a business owner in Phoenix and how the A-Frame signs were regulated in that city; the signs increase business and that increases sales tax revenue.

Jolene Moya said her store fronts Main Street and she has an overhanging sign; she would like an A-Frame sign because that would be more visible to the public.

Dave Freeman, Planning & Zoning, said he has been working with the sign ordinance longer than the Council; A-Frame signs are a great advertising medium. The Town needs to step up and improve letting people know who we are and what kind of services we sell and bring them in.

Paul Aldridge, part owner of the health food store, agrees totally with most of the points brought up here tonight; he would be willing to pay a small fee in getting A-Frame signs approved. He knows of no one who has been injured by the signs; he urges the Council to not pass the ordinance.

There was no further public input.

The members discussed the issue further, expressing opinions generally favoring keeping the A-Frame signs for now, or at least wait another year before further action, acknowledging the current serious downturn in the economy and that the government needs to be fluid with the people who live here. Also discussed was trying to help pull traffic off of Hwy 260. Buckel was asked to check again with ADOT about signage to direct people to the business district, and Gioia said that he will talk with the Yavapai-Apache Nation about signage. The issues of safety and liability were also of serious concern. As for incorporating a sunset clause into the amendment to establish a specific period of time, Buckel cautioned the Council that the Town Attorney had advised against doing so; it would be very difficult to take a right away once it is granted. Councilor Smith proposed adding language into the amendment that would make an exception to allow the A-Frame signs along Main Street between Arnold and General Crook, and action was taken to incorporate that revised language. Buckel added that she will try to clarify the language regarding the indemnity clause, and if necessary will bring it back to Council for reconsideration.

A recess was called at 8:12 p.m.; the meeting was called back to order at 8:18 p.m.

8. **Public Hearing, discussion, consideration, and possible approval of Ordinance 2008-A356, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, amending Section 108 F.2 Accessory Buildings: Of the Zoning Ordinance to allow the use of shipping containers as accessory storage as noted under exceptions. (Staff Resource: Michael Jenkins)**

On a motion by Hauser, seconded by Smith, the Council voted 5-1 to deny Ordinance 2008-A356, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, that would have amended Section 108 F.2., Accessory Buildings; with a 'no' vote by German.

STAFF PRESENTATION

Buckel said that there had been some interest expressed, and the Planning & Zoning Commission has worked on an amendment to allow shipping containers; the result is a proposed exception to the Town Code basically allowing something was not built to be used an accessory structure on a piece of property. The containers have become very popular for use as storage facilities. Buckel briefly outlined how use of the containers would be regulated by the proposed amendment, and allowed on what types and sizes of properties; the language has been reviewed by the Town Attorney. The Commission has not recommended approval of the amendment.

The Council discussed the subject proposal, and the benefit of being able to own such a long-lasting, secure portable storage unit, with the majority expressing lack of support for allowing the containers.

PUBLIC INPUT

(Comments from the following individuals are summarized in the Minutes.)

John Stephen, a resident in the Cliffs development, said that other towns do not allow the containers, and he does not know why they are even being considered.

Howard Parrish said he brought the idea up about a year ago; a lot of the tin sheds end up all over town in bad weather. Mr. Parrish described the many benefits of having one of the containers, saying that they are a safety factor.

Dave Freeman said that P&Z had been considering the containers for quite some time. He said they are very good storage devices and are very safe and a value to a rural community, but need to be out of sight on properties.

There was no further public input.

In response to a question regarding the containers already on properties and how the amendment, if approved, would affect them, Buckel said that they would not be grandfathered in. In any event, staff will still not take any action unless complaints are received.

9. **Public Hearing, discussion, consideration, and possible approval of Ordinance 2008-A357. an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Section 124 Design Review of the Zoning Ordinance to define "Vertical Structures", "Mobile Unit", and "Development Activities"; to redefine I. Administration and Procedures; and to define the length of Approval and the Administration and Procedures; and to define the length of Approval and the ability to apply for an extension. (Staff Resource: Michael Jenkins)**

On a motion by Hauser, seconded by German, the Council unanimously approved Ordinance 2008-A357. an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Section 124 Design Review of the Zoning Ordinance to define "Vertical Structures", "Mobile Unit", and "Development Activities"; to redefine I. Administration and Procedures; and to define the length of Approval and the Administration and Procedures; and to define the length of Approval and the ability to apply for an extension.

STAFF PRESENTATION

Buckel said that the issue has been an ongoing amendment to the Design Review Ordinance. What had been found was that after procedures were put in place it was determined that some of the language needed to be tightened up. There was some concern expressed that the Board seemed to be trying for more authority, but that was not the intent. The intent was simply to clarify the language for developers, and Buckel described how the design review procedure had been established for the benefit of all. Buckel outlined the proposed changes, and said she will plan to give a Power Point presentation in the future on the picture collection suggesting Western elements. There was only a brief Council discussion held.

There was no public input.

10. **Call to the Public for Items not on the Agenda.**
There was no public input.

11. **Advanced Approvals of Town Expenditures**
a) **There are no advanced approvals.**
There were no advanced approvals.

12. **Manager/Staff Report**

Buckel reported that she is moving forward with the non-conforming certification on the Wood Yard and is setting up the meeting; she will inform everyone when that is scheduled. Buckel outlined the problems with deciding on where and when to hold the hearing, either afternoon or evening, for maximum public input, and finding a facility to accommodate the public. Several options were suggested, including renting adequate audio equipment to use in the Town meeting rooms 206-207, and to ask about the multi-use facility at the high school and the facilities at the School District.

13. **Adjournment**

On a motion by Hauser, seconded by Smith, the meeting was adjourned at 9:38 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 22nd day of October 2008. 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
REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, OCTOBER 15, 2008
at 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

Mayor Gioia called the meeting to order at 6:30 p.m.

2. Roll Call

Mayor Gioia, Vice Mayor Hauser, Councilors Smith, Garrison, Kovacovich, German were present. Councilor Elmer was absent.

Also Present: Town Manager Mike Scannell, Deputy Town Clerk Virginia Jones, and Recording Secretary Sharon McCormick, Accountant Lisa Elliott, and Parks & Recreation Director Lynda Moore

3. Pledge of Allegiance

Councilor Kovacovich led the pledge.

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

a) Approval of the Minutes:

- 1) Regular Session – October 1, 2008
- 2) Special Session – October 1, 2008
- 3) Executive Session – October 1, 2008
- 4) Special Session – September 17, 2008
- 5) Executive Session – August 27, 2008

b) Set Next Meeting, Date and Time:

- 1) October 22, 2008 at 6:30 p.m. – Council Hears Planning & Zoning
- 2) October 29, 2008 at 4:00 p.m. – Joint Tribal & Council Session with RBF
- 3) November 5, 2008 at 6:30 p.m. – Regular Session
- 4) November 12, 2008 at 6:30 p.m. – Special Session with RBF to consider Master Plan
- 4) November 19, 2008 at 6:30 p.m. – Regular/Council Hears P&Z COMBINED
- 5) November 26, 2008 at 6:30 p.m. – Council Hears Planning & Zoning – **CANCELLED**

c) Possible approval of the Manager's compensation package. (Staff Resource: David Smith)

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

Hauser noted that she would not be available for the meetings on October 29, November 5, and November 12. Councilor German noted that he was excused for a portion of the Executive Sessions on September 7 and October 11, 2008.

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

John Wischmeyer said that he was pleading with the Council to preserve the tranquility of the McCracken Lane neighborhood and proposed Council vote for the entrance to the new park be located off Highway 260. Wischmeyer stated the large volume of traffic is objectionable to the residents living on McCracken, noting that the entrance site off Highway 260 is currently a 4-lane road, with a center turn lane, and located away from residential structures. Wischmeyer reminded Council that when considering the cost difference between the two entrances, to keep in mind that the Town might have HURF Funds available for this project. Wischmeyer stated that if staff would begin negotiating with the Forest Service and ADOT now, the entrance would be ready when the park was open for public use. Wischmeyer informed Council that the residents off McCracken do not want the entrance to the new park located off McCracken road and hoped Council would make the correct decision.

Robin Whatley said that Fort Verde Days was a great event and thanked everyone who was involved in putting it on. She congratulated the Mayor for winning first place in the Senior Mounted Division and second place in Historical Accuracy.

6. **Council Informational Reports**

Councilor German advised that chip sealing is under way at Ranch Acres, Yaqui Circle, and Fort River Caves, noting that staff really stepped up. The Town Engineer provided the water truck and watered the streets all weekend, which the residents appreciated. German said there are some legal issues with the Sanitary District that he would be reporting to Council in the near future.

Hauser said that Fort Verde Days was wonderful, and for the first time she helped judge the entries. Hauser reminded everyone that October 23 is Water Education Day for the fourth graders at Dead Horse Ranch State Park and football season is going strong.

Smith advised that he would have a report at the next meeting regarding the Verde Valley Transportation Organization meeting.

Garrison said that she would not be attending the October 22 meeting, as she is involved with the NACOG tourism event. She said that she had attended a meeting where Supervisor Davis was the guest speaker. She advised that Davis indicated that our economy has not yet hit the bottom, is worldwide, and the County had to lay off 12 people. Garrison requested an agenda item for the first meeting in November to discuss the time clock.

Kovacovich said that he and Vice Mayor Hauser attended a luncheon at Salt River Materials Cement Plant in Clarkdale, noting that the plant had received the Energy Star Award.

Gioia said that he attended the dedication for the new wing at Verde Valley Medical Center and bumped into Senator Kyle. He advised that he discussed local funding regarding water issues with the Senator. Gioia thanked everyone for participation in Fort Verde Days. He said that he had also visited with John Teague who wanted to thank everyone for their prayers. Gioia advised that he spent the morning attending a Verde Watershed meeting where toxicology and the increase in arsenic in local wells were discussed. He also attended the Water Advisory Committee.

7. **Presentations of Certificates of Appreciation to Tom Neilson for his years of service to the Town as a volunteer, former Council member, and Library Commissioner and to Dave Freeman for his service as a Housing Commissioner.** (Staff Resource: Mayor Gioia)

Mayor Gioia presented Tom Neilson with a plaque for his years of volunteer service. Gioia thanked him for everything he has done from serving on the Town's first Council to spearheading the construction of the gazebo.

Mayor Gioia presented David Freeman with a certificate for his service as a Housing Commissioner and thanked him for his continued service as a Planning & Zoning Commission member.

8. **Skip Heyer, Vice President of Central Arizona Sportsmen's Association, will present plans for a shooting range, followed by discussion, consideration, and possible direction to staff to prepare a letter of support for the project to be signed by the Mayor.** (Staff Resource: Mayor Gioia)

On a motion by Smith, seconded by Hauser, the Council voted unanimously to direct staff to prepare a letter of support for the project.

Mr. Heyer, Vice President of the Central Arizona Sportsmen's Association (CASA), explained that the association is working to establish a legitimate shooting range in the Verde Valley. He explained that the proposed site for the shooting range is located on Forest Service land off Beaverhead Flats Road in Cornville. The purpose of the shooting range would be to eliminate illegal and unauthorized shooting areas in the Valley. Heyer said that CASA is asking for a letter of support and not a financial investment.

Public Input

There was no public input.

9. **Robin Whatley, member Ad hoc Committee for Non-Profit Funding, will present the Committee's revised and simplified application and guidelines to Council for consideration and approval.** (Staff Resource: Debbie Barber)

On a motion by Smith, seconded by Garrison, the Council voted unanimously to accept the changes as presented and thanked the committee for all their work.

Robin Whatley reviewed the changes made to the application forms and the Guidelines, noting that the documents were simplified, yet retain all of the information needed for the Committee to make an informed decision and recommendation.

Public Input

There was no public input.

10. **Robin Whatley, member Ad hoc Committee for Non-Profit Funding, will present the Committee's recommendations for funding the Verde Valley Concert Association's request for \$1,750 for the Camp Verde Missoula Children's Theater and \$5,000 for the Performing Arts Studio's request for an After School Program, followed by discussion, consideration, and possible approval of funding recommendations.** (Staff Resource: Debbie Barber)

On a motion by Hauser, seconded by Smith, Council voted to approve funding for Performing Arts Studio's request for an After School Program, in the amount of \$5,000. Councilor Garrison voted no.

In answer to Council questions, Whatley explained that the requests from organizations that are not organized as non-profit organizations are limited to \$500 per application, while non-profit organizations, such as 501(c)3 organizations, have no limit. Whatley further explained that the ad hoc Committee for Non-Profit Funding had previously come before Council and recommended funding for the Toys for Tots, Verde NRCED Environmental Education Center – Neighbor helping Neighbor Weed Eradication Workshop and the Stewards of Public Lands cleanup and that Council approved the requests.

Noting that the applications under consideration are from non-profit organizations, Whatley advised that the Committee recommended approval of the Performing Arts Studio's request. She explained that the Performing Arts Studio's request for an After School Program is in partnership with the school. The program serves 80 students at no charge and will serve 380 students for 16 weeks for a fee of \$110.

She asked Council to table discussion regarding the Verde Valley Concert Association's request for the Camp Verde Missoula Children's Theater until the Committee could meet again. Whatley advised that the total donations budget is \$10,000. She advised that there is a balance of \$1,750 remaining in the donations line item.

Public Input:

Dave Freeman said that he is familiar with these programs and worked with his son who started at the 8 years old and become famous in Hollywood at the age of 12. He said that these programs are shared programs and that funding comes from towns, individual sponsors, volunteers, acting fees, and stage fees. These programs are beneficial for children and very cost effective. They are successful because the whole town is involved and they become stakeholders.

11. **Discussion, consideration, and possible adoption of the Town of Camp Verde Financial Operations Guide, to include discussion of the Status of the Internal Review Recommendations and Corrective Actions.** (Staff Resource: Lisa Elliott)

On a motion by Garrison, seconded by Smith, the Council voted unanimously to approve the Financial Operations Guide, Revision #1 as presented.

Elliott explained that the document before Council has been a work-in-progress for several years. Council commended staff for the excellent work and requested that a chapter related to Special Events be added to the Guide.

Public input:

Roger Doering said that this document is a good thing. He said that the Library Advisory wanted to recommend computers and found that in previous budgets, computers were hidden under office supplies.

12. **Discussion, consideration, and possible action relative to the Town of Camp Verde entering into a ground lease with the Camp Verde Sanitary District for the right to utilize 15 acres of Sanitary District land more particularly described in the aerial map attached herewith and referenced in the May 11, 2007 recorded IGA, Section 2.1.9 between the two respective agencies. The duration of the lease is until the 25th year of the Effective Date of the IGA (May 11, 2007 to May 11, 2032). The cost of utilizing the property is \$100 annually.** (Staff Resource: Michael Scannell)

On a motion by Gioia, seconded by Smith, the Council voted to accept the 15-acre portion of property from the Sanitary District for annual lease payments of \$100. German asked that the lease period be extended to 50 years.

Gioia and Smith agreed to include that time within their motion. Garrison voted no, stating that the Town has no business getting into another agreement.

Manager Scannell explained that the Town and the Sanitary District entered into an agreement in May 2007 and that a portion of the agreement included the Town's option to lease 15 acres from the Sanitary District. He advised that the Town could develop capital assets; however, he recommended a longer lease term so that the Town could amortize the asset over a 50-year period.

Council discussed the possibility of an animal control facility in that location, and possibly the asphalt-mixing table and the street yard and the potential for pollution.

Public Input:

Cherie Wischmeyer stated she agreed and expressed concern with the dust that would be created.

Susie Burnside stated she was very concerned and reminded Council that Highway 260 is a gateway to Camp Verde. The Sanitary District is in the Coconino National Forest and within the town limits. Burnside said that in the past the Sanitary District planned to develop that area, but agreed that the area is very visible. Burnside noted that if there were contaminants in their effluent, it would be expensive to correct. She felt the animal shelter would be a good idea. She also expressed concerns about heavy equipment on the road and cross traffic with the Sanitary District and Town Street equipment.

John Wischmeyer said that this sounded like good news with the animal shelter, noting that the road would have to be improved and the Community Park entrance would not have to be located off McCracken.

13. **Presentation, followed by discussion, consideration, and possible direction to staff as it relates to the termination of the IGA with Camp Verde Unified School District for the maintenance and operation of the Heritage Pool and the potential financial impact this will have on the Town's FY 09/10 budget.** (Staff Resource: Lynda Moore)

On a motion by Smith, seconded by Hauser, the Council voted unanimously to continue this item, requesting that Councilor German speak with the School Superintendent or even the School Board to explain the history behind the grant application and the need to keep the Community Pool open.

Lynda Moore informed Council that the Camp Verde School District has put the Town on notice that they will be terminating the Intergovernmental Agreement for the maintenance and operation of the Heritage Pool. The School currently uses the pool 12 weeks out of the year and pays the water and electric.

Public Input

There was no public input.

14. **Discussion of Camp Verde Sanitary District's (CVSD) November election ballot questions relative to the IGA stipulation that the Town will not realize any savings to the taxpayers because of the proposed refinancing. CVSD Ballot question #1 states in pertinent part "Shall Camp Verde Sanitary District be authorized to become indebted to and pledge the District's full faith and credit to the Water Infrastructure Finance Authority of Arizona in an amount not exceeding \$5,600,000 bearing interest at a rate not to exceed 4.75% per annum and not exceeding 30 years?" and Ballot question #2, states in pertinent part, "Shall Camp Verde Sanitary District be authorized to become obligated to the Water Infrastructure Finance Authority of Arizona in an amount not exceeding \$2,095,000 bearing interest at a rate not exceeding 4.75% per annum and not exceeding 24 years?"** It was a consensus of Council to support the Manager's proposal to work with Councilor German, liaison to the Sanitary District, the Town Attorney, the Sanitary District, and WIFA to structure a refunding of the Koch Financial lease/purchase agreement #2 to include a provision to eliminate the requirement for the debt service reserve fund.

Garrison explained she has been receiving phone calls wanting to know why the Town of Camp Verde is requesting to become obligated to WIFA in an amount not exceeding \$2,095,000 and has attempted to explain that the Camp Verde Sanitary District has placed this item on the November Ballot and has now asked the Manager to help explain how a yes or no vote could help the citizens of Camp Verde.

Manager Scannell explained to Council that the Sanitary District refinancing did not allow the Town to realize any savings at all and that according to the Publicity Pamphlet their savings would be directed toward maintenance and operation, even though the Town's funds were restricted to construction. He stressed that the Town's goal was to work

collaboratively with the District. Scannell explained in detail about interest rates, financing, bonds, and associated costs. He proposed that he be sanctioned to approach various parties about refinancing the Town's portion of the Koch Financial Lease/Purchase Agreement #2, noting that the Town could possibly save \$12,000 to \$13,000 per year over 23 years. Members discussed the proposal.

Public input

There was no public input.

15. **Discussion, consideration, and possible direction to staff relative to the naming of the park that is referred to as "Black Bridge Park".**

On a motion by German, seconded by Smith, the Council voted to name the park 'Rezzonico Family Park'. Garrison voted no.

Garrison explained that she asked for this item because the naming had been discussed in public previously, and she believed that it needed to continue, noting that the public needs to know that Council is now looking at alternate names.

Lynda Moore explained that the Parks and Recreation Commission previously recommended that the park be named Rezzonico Black Bridge; however, they learned that the former manager had assured the Rezzonicos that the park would be named after their family.

Hauser gave a brief history of the project, explaining that the Town purchased the property from the Rezzonico family at a reduced price and that the Babbitt family donated 7 acres at no charge. She asked if we would have to name the Community Park, Forest Service Park because we purchased the land from the Forest Service. She felt that the name should pay homage to both families, but that Council had to honor the agreement. She said that business used to be conducted in Camp Verde with a handshake and a promise to honor your word and that is the position that Council is in now. She said that it is important to get things in writing, but that it is also important to honor your word. She said that she is grateful to have a park with river access and that is what is important.

Kovacovich said that he remembered it differently, as did former Council members, and that it was going to be named after the Rezzonicos. He said it was important to honor our word.

Public Input

There was no public input.

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

There were no comments

There will be no Public Input on the following items:

17. **Advanced Approvals of Town Expenditures**

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

18. **Manager/Staff Report**

There were no reports.

19. **Adjournment**

On a motion by Hauser, seconded by Kovacovich, the meeting adjourned at 9:25 p.m.

Virginia Jones, 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 15th day of October 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2008.

Deborah Barber, Town Clerk

**MINUTES
COUNCIL HEARS PLANNING & ZONING
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, SEPTEMBER 24, 2008
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 Smith, Garrison, Kovacovich, Elmer and German were present.

Also Present: Community Development Director Nancy Buckel, and Recording Secretary Margaret Harper; Town Manager Scannell was in attendance beginning with the hearing on Item 8 and for the remainder of the meeting.

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) Executive Session – September 17, 2008 (taped)
- 2) Special Session – September 17, 2008

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

- 1) October 1, 2008 at 5:00 p.m. – Work Session with Public Sector Personnel Consultants
- 2) October 1, 2008 at 6:30 p.m. – Regular Session
- 3) October 8, 2008 at 6:30 p.m. – Work Session with RBF for Park Master Plan/ Quarterly Work Sessions with Commissions
- 4) October 15, 2008 at 6:30 p.m. – Regular Session
- 5) October 22, 2008 at 6:30 p.m. – Council Hears Planning & Zoning
- 6) October 29, 2008 at 4:00 p.m. – Joint Tribal & Council Session with RBF

c) **Possible award of and authorization to execute contract documents for Stan Tec Consulting Inc. to assist Building Safety staff with plan review, building inspections, Code consultation, and Code interpretation. This is a budgeted item. (Staff Resource: Nancy Buckel)**

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

Councilor Elmer requested that the record show that he was not present at the meetings held on September 17, 2008; Gioia reminded the public that the Work Session with RBF scheduled for October 8, 2008, is a meeting regarding the 118-acre park planning that the Town wants as much input in as possible.

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

(Comments from the following individuals are summarized.)

Robin Whatley, Parks & Rec Commission Chairman, reminded everyone about upcoming Fort Verde Days, and that applications are currently being taken for Parade entry; it's a great time for local business to get free advertising.

Howard Parrish announced that the Colonel's Daughter contest is to be held this Sunday; there are two little girls entered this year, and everyone should come out to watch the event.

Tom Nielson commented on his participation in painting the gazebo; it needed the work and it will be a nice improvement.

There was no further public input.

6. **Council Informational Reports**

Garrison gave an update on the planned October 23rd tourism event; 114 attendees are anticipated, and two buses, possibly three. It should prove to be a wonderful event.

German announced that starting Monday the rubbleizing of the roads in the subdivisions has begun; at the Sanitary District meeting this evening there was unanimous approval of a letter regarding the 15 acres; German will be bringing the letter to the Council when it is received.

Hauser asked the Council to think about doing a float for the parade, a little more creative than in the past; she also reported that she is still working on donations for the WII for the Senior Center. The pool will be open two more weeks for swimming and aerobics. Hauser also shared the history of television reception for Camp Verde in the past.

7. **Discussion, consideration, and possible approval of Resolution 2008-755, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona approving the Development Agreement between the Town and Cherry Creek Trail, LLC. Dugan McDonald, owner for the development of property known as Ringo Rio and located between Old Highway 279 and SR 260 on parcels 403-16-001F and 403-15-002P, and authorizing the Mayor to execute the agreement. (Staff Resource: Nancy Buckel)**

On a motion by German, seconded by Garrison, the Council voted 6-1 to approve Resolution 2008-755, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona approving the Development Agreement between the Town and Cherry Creek Trail, LLC. Dugan McDonald, owner for the development of property known as Ringo Rio and located between Old Highway 279 and SR 260 on parcels 403-16-001F and 403-15-002P, and authorizing the Mayor to execute the agreement; with the stipulations and changes that were reviewed tonight; **with a 'no' vote by Hauser.**

APPLICANT'S STATEMENT

Dugan McDonald, developer, said he appreciated that most of the members have gone over the project with him, and that he is present tonight basically to answer questions and address concerns anyone might have.

STAFF PRESENTATION

Community Development Director Buckel said that this item had been continued in order for staff to do more work with the developer and to clarify more information on the development itself. Buckel reviewed the two exhibits worked on with McDonald to provide a better description; copies of the exhibits were included in the agenda packets. The schedule of approximate times for the four phases is based on the understanding that the timing will necessarily depend upon the economy.

Buckel outlined and explained the changes made to the proposed Development Agreement in order to further define the language for the benefit and understanding of both the Town and the Developer, shown as underlined:

1.3: Language added, "...separate property, or any successor, if the property is sold before completion of the proposed development."

1.6: Language added, "..... Exhibit A. This approved development agreement will be recorded and attached to the deed for the described property."

3.1: Term Change: "The term of this Agreement shall be for two (2) years, commencing on the effective date and subject to annual renewability at the discretion of the Town."

4.2: Language added, "....designated site of the Project..."; and "....Grading Plan (Exhibit C), as described in Exhibit D as "Phase One" final grading and improvements for each additional phase must be built to the development and grading plans as approved and permitted by the Town of Camp Verde."

4.3: Language added, "....for the rehabilitation of the Property or completion of any infrastructure improvements required by the Town for all phases of the development should there be any delay in the completion of any and each phase of the Project. The Assurances to the Town of Camp Verde for each phase of this Project shall be based on the Project engineer's cost estimate and the approval of the Town."

4.5: Language added, "..... Phase One Grading Plan (Exhibit C), or as otherwise been approved in writing by the Town of Camp Verde."

9.11: Language changed, ".... Town of any sale of any portion of the Property at least....."

During the Council discussion, there was concern expressed about the impact of traffic on the neighborhoods, the drainage and the dust. **LUKE SEFTON**, SEC, assured the members of the strict oversight of the project and compliance with ADEQ requirements, and the planned resolution of the traffic issue with ADOT.

PUBLIC INPUT

There was no public input.

Dugan McDonald said he wanted say that without the cooperation of the Town staff and Attorney, and the Council members

themselves, the project would not have become a reality.

8. **Discussion, consideration, and possible direction to staff as it relates to Zoning Code revisions.** (Staff Resource: Nancy Buckel)

Staff was directed to move forward with this project as outlined, heading for the consultant; it would be of benefit if anything is found that will cut down the consultant's and the attorney's time; if staff sees fit, follow through with what was outlined to Council. Buckel confirmed that she will move forward with the Development Code as directed, with the Town Attorney reviewing the Zoning Code for legalities and conflicting language.

Buckel reviewed, with apologies, the past history and problems with lack of adequate staff in trying to work on the Zoning Code revisions, even though Council had authorized funding for the project; she added that there is also a real need for Development Standards, as recognized by the work that had to be done on the project approved tonight. Also, Buckel pointed out that the Town Attorney has said that, including the Zoning Code, there are many things that need to be addressed simultaneously, and she and the Town Engineer are the only two members who could possibly work on the revisions. Buckel said that she is proposing a two-pronged approach for this year with the goal of accomplishing revisions to both Codes for the next year, depending on the funds available. Buckel detailed the benefits of having Development Standards that are specific to the Town of Camp Verde's unique character, and the need for her and the Town Engineer to work with an outside consultant to work on that project. The Town Attorney could work with staff on the Zoning Code to begin to take care of the existing problems in that Code, and finish that up the next year.

During the discussion of alternate suggestions, including the cumbersome task for staff to research development standards adopted by other communities, it was generally agreed that the better approach would be to have the professional assistance, and would be money well spent. There was also some further discussion on the importance and responsibility of Council as well as staff enforcing the laws in place.

There was no public input.

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

There was no public input.

10. **Advanced Approvals of Town Expenditures**

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

There were no advanced approvals.

11. **Manager/Staff Report**

There was no Manager/staff report.

12. **Adjournment**

On a motion by Hauser, seconded by Elmer, the meeting was adjourned at 7:18 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 24th day of September 2008. 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 Date: Nov. 5, 2008

Meeting Type: Regular

Type of Presentation: Visual

REFERENCE DOCUMENT: Litigation Settlement

AGENDA TITLE: Possible authorization to pay the \$5,000 deductible to Southwest Risk to settle the litigation Davenport v. Town of Camp Verde.

PURPOSE AND BACKGROUND INFORMATION: The above claim was concluded and Southwest Risk has invoiced the Town for the \$5,000 insurance deductible due to them.

STAFF RECOMMENDATION(S): Approve the \$5,000 deductible payment to Southwest Risk to settle Davenport v. Town of Camp Verde litigation.

Finance Director Review

Budgeted/Amount No

Fund: 01-20-17

Line Item: 7010

Comments:

Attorney Review Yes No N/A

Submitting Department: Administration/Manager

Contact Town Manager Michael K. Scannell: Signature



ARIZONA MUNICIPAL RISK RETENTION POOL
In care of: Southwest Risk Services
14902 North 73rd Street
Scottsdale, AZ 85260

DATE: 10/23/08

CAMP VERDE, TOWN OF

Attn: Finance Dept.

395 SOUTH MAIN STREET
CAMP VERDE AZ 86322

RE: AMRRP CLAIM NO: 13008828
MEMBER : CAMP VERDE, TOWN OF
CLAIMANT: JIM DAVENPORT
DATE OF LOSS/OCCURRENCE: 04/01/06
CLAIMS MADE DATE: 11/03/06

The above claim has been concluded.

This claim occurred when -
EXCESSIVE FORCE - FEDERAL 1983

On behalf of your city, we have paid the following to conclude this claim:

Paid Losses	Paid Medical	Paid Expenses	Total
50,000.00	.00	24,771.22	= 74,771.22
Ded.Recover This Bill	PRIOR This Claim		AGGREGATE This Covenant
-5,000.00	.00		.00

Your city's deductible is \$5,000 per occurrence. This applies under covenant number AM 1217 effective 12/26/05 thru 12/26/06.

Accordingly, please prepare a draft made payable to:

ARIZONA MUNICIPAL RISK RETENTION POOL

in the amount of 5,000.00 and forward it to Southwest Risk Services, 14902 North 73rd Street, Scottsdale, AZ 85260
Attention: Finance Department.

Please include our claim number, as captioned above, with your remittance to insure proper credit.

Should you have any questions relative to the disposition of this claim, please do not hesitate to contact the examiner who supervised this claim, TOM MCMAHON, at 1-602-368-6616.

Sincerely,

Finance Department

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

Meeting Date: November 5, 2008

Meeting Type: Regular

Type of Presentation:

REFERENCE DOCUMENT:

N/A

AGENDA TITLE: (Be Exact):

Consideration and Possible approval of the Town Manager's Compensation adjustment.

PURPOSE AND BACKGROUND INFORMATION:

The Council completed the Manager's annual performance evaluation and asked that the Manager's compensation adjustment be brought back to them for final approval. Council approved the compensation package at their October 15, 2008 Regular Session. However, the details of the compensation package were not made public at that time. This action corrects that.

The Town had contracted with Public Sector Personnel Consultants to complete a comprehensive classification and compensation study. Based upon that study, the consultants recommended a pay range for the Town Manager and all other employees. The range recommended for the Town Manager was: Minimum \$103,864 Midpoint: \$130,953 and Maximum: \$158,042.

The Town Manager is currently below the minimum recommended competitive wage even though he also is the acting Finance Director.

The recommended compensation adjustment is as follows: Effective October 1, 2008, the Manager's annual salary be adjusted to \$112,000 with no additional compensation for serving as the Finance Director. (This is above minimum, but well below midpoint). The Manager's vacation accrual rate will be 6.154 hours a pay period and he will be afforded the opportunity to work a 4/10 flex schedule.

STAFF RECOMMENDATION(S): (Suggested Motion)

Approve the Town Manager's compensation adjustment.

Type of Document Needing Approval:

Submitting Department: Human Resources

Contact Person: David R. Smith

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

Meeting Date: November 5, 2008

Meeting Type: Regular

Type of Presentation: Visual

REFERENCE DOCUMENT:

Flood Insurance Premiums for Former Marshal's Facility and Library

AGENDA TITLE: Discussion, consideration and possible direction to manager relative to the following flood insurance options:

- 1. Cancel the 'contents and building' for the former marshal's facility**
- 2. Increase the library's 'contents' to a maximum allowable coverage of \$500,000. The additional expense is \$1,915.**

PURPOSE AND BACKGROUND INFORMATION:

Recently, staff reviewed the flood insurance for both contents and building on the former Marshal's facility and the library. Both deductibles for 'contents and building', at each facility, is \$5,000.

The former Marshal's facility is currently being utilized by the Library Endowment for the following:

1. Outlet for book sales
2. Storage of books for sale

The mobile trailer that is attached to the building at the former marshal's facility has holes in the floor. The entire structure (mobile and block building) have deteriorated. Considering the poor condition and the limited use of this facility, it could be interpreted that 'contents and building' flood insurance is not needed for the former Marshal's facility.

Staff estimated that the library's contents are valued at approximately \$1.5 million. Currently, the library's contents are only insured for \$110,300. As per below, it could be construed that the library's contents are woefully underinsured.

Comparison of the library's contents value and the flood insurance thresholds

Estimated Contents Value	\$1,500,000
Current Insured Value of Contents	\$ 110,300
<i>Underinsured Amount of Contents</i>	<i>\$1,370,000</i>
Maximum Allowable Content Value that can be Insured	\$ 500,000

A Southwest Risk representative indicated that the premiums cannot be reallocated from one asset to the other. However, one policy may be cancelled and coverage on the other insurance policy may be increased.

Please find attached the following:

1. Two renewal premium notices from November 2007, one each, for the Town's former marshal's facility and the library.
2. A recent quote from the Hartford Fire Insurance Company. The quote was obtained in order to evaluate how the Town may more adequately provide insurance coverage for the library's contents (circulation materials, furniture, and equipment).

Below, is the estimated increase in expense should the Council elect to cancel the 'contents and building' flood insurance for the former marshal's facility and increase the library's 'contents' to a maximum allowable coverage of \$500,000.

Additional Library Contents Insurance Premium	\$2,598		
Cancellation of former marshal's facility insurance (contents and building)	\$(757)		
Present Quoted Premium less flood insurance cancellation fee on Marshal facility		(\$1,841)	
Inflation adjustment for additional 2009 premium (\$1,841 x 104 %)			<u>\$1,915</u>

Please note the following:

1. There is a 30 day delay to obtain or modify flood insurance.
2. The Town will receive our annual flood insurance invoice at the beginning of November 2008.
3. The current insurance policy expires January 2, 2009.

STAFF RECOMMENDATION(S): Staff is seeking Council's direction relative to flood insurance options at the former Marshal's facility and the library.

Finance Director Review

Budgeted/Amount - YES

Comments

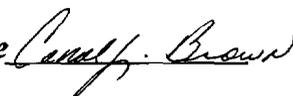
Per Lisa Elliot, Town Accountant – This is a budgeted item; indirectly. Due to the fact that we over-budgeted the premium amount for the liability insurance because we opted to apply a refund of premium (due to good fund performance distributed to all participating municipalities by the fund) to this year's premiums rather than receive a check.

Fund: 01-50-55

Line Item: 7010

Attorney Review N/A

Submitting Department: Administration

Contact Carol Brown, Assistant to the Town Manager: Signature 

ENDORSEMENTS

 SHOW HELP

HARTFORD FIRE INSURANCE COMPANY
 FLOOD INSURANCE PROCESSING CENTER
 P.O. BOX 2057 KALISPELL, MT 59903
 TEL 800-303-5663

GENERAL CHANGE ENDORSEMENT

Policy # 04-05032348-2008	Policy Effective Date 01/02/2008	Endorsement Effective Date 9/10/2008	Endorsement Effective Date (To Increase Coverage) <input checked="" type="checkbox"/> Standard 30-Day <input type="checkbox"/> Loan Closing - No Wait <input type="checkbox"/> Map Revision - One Day
	Policy Expiration Date 01/02/2009		

Policy Payor: Insured Change

Producer Information Agency Name: SOUTHWEST RISK SERVICES Phone #: 602-996-8810 Agent/Producer's Name: EDWARD BANTEL Agent/Producer #: 226-0-0-2 Mailing Address: 14902 N 73RD ST City, State, Zip: SCOTTSDALE, AZ 85260-3140		Insured Information <input type="checkbox"/> Change Insured's Name: TOWN OF CAMP VERDE Additional Insured's Name: Mailing Address: 473 S MAIN ST STE 102 City, State, Zip: CAMP VERDE, AZ 86322-7246	
First Mortgagee <input type="checkbox"/> Add <input type="checkbox"/> Change <input type="checkbox"/> Delete 1 st Mortgagee Loan # 1 st Mortgagee Name Mailing Address City, State, Zip		Second Mortgagee <input type="checkbox"/> Add <input type="checkbox"/> Change <input type="checkbox"/> Delete 2 nd Mortgagee Loan # 00000000000000 2 nd Mortgagee Name Mailing Address City, State, Zip	

COVERAGE

Important: Additional premium due to increase coverage MUST accompany this form, or have been submitted electronically.

	Previous Coverage		New Coverage			
	Building	Contents	Building	Contents		
Basic Coverage	\$150,000	\$110,300	\$150,000	\$130,000	New Premium	\$5,434.00
Additional Coverage	\$43,600	\$0	\$43,600	\$370,000	Old Premium	\$2,836.00
Total Coverage	\$193,600	\$110,300	\$193,600	\$500,000	Premium Difference	\$2,598.00
Rates Used	0.83 / 0.89	1.62 / 0.79	0.83 / 0.89	1.62 / 0.79	Pro Rata Multiplier	0.312
Deductibles	\$5,000	\$5,000	\$5,000	\$5,000	Pro Rata Premium	\$811.00

General Changes / Special Instructions (Not recognized for online submissions)

THE ABOVE STATEMENTS ARE CORRECT TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT ANY FALSE STATEMENTS MAY BE PUNISHABLE BY FINE OR IMPRISONMENT UNDER APPLICABLE FEDERAL LAW.

8/11/2008

 SIGNATURE OF AGENT / PRODUCER DATE SIGNATURE OF INSURED DATE

ADDITIONAL INFORMATION PERTAINING TO THIRD MORTGAGEE / LOSS PAYEE, AND FOURTH MORTGAGEE / DISASTER ASSISTANCE AGENCY CAN BE FOUND ON PAGE TWO OF THIS DOCUMENT.

Third Mortgage / Loss Payee	[]Add []Change []Delete
3 rd Mortgage Loan #	00000000000000
3 rd Mortgagee Name	
Mailing Address	
City, State, Zip	

Fourth Mortgage	[]Add []Change []Delete
4 th Mortgage Loan #	00000000000000
4 th Mortgagee Name	
Mailing Address	
City, State, Zip	

Select a Payment Option:

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INSURED NAME & MAILING ADDRESS
TOWN OF CAMP VERDE
473 S MAIN ST STE 102
CAMP VERDE, AZ 86322-7246

CREDIT CARD COUPON ONLY
(See reverse side for check payment option.)

PRODUCER 00226-00000-000-00002

POLICY NUMBER 04050323502007

RENEWAL EFFECTIVE DATE: 1/02/2008

PAYMENT DUE BY: 1/02/2008

For Credit Card Payment, please call (866) 667-9739
OR Complete the information below:

VISA MASTERCARD AMERICAN EXPRESS

SELECT COVERAGE OPTION:

CARD NUMBER:

\$757

\$820

EXPIRATION DATE: _____ / _____



CARDHOLDER NAME _____

CARDHOLDER PHONE NUMBER _____

CARDHOLDER BILLING ADDRESS _____

CARDHOLDER BILLING ZIP CODE _____

CARDHOLDER SIGNATURE _____

This policy is not subject to cancellation for reasons other than those set forth in the National Flood Insurance program rules and regulations. In matters involving billing disputes, cancellation is not available other than for billing processing error or fraud.

HARTFORD INSURANCE COMPANY OF THE MIDWEST
Flood Insurance Processing Center
PO BOX 2057
KALISPELL, MT 59903-2057

Detach and return with your credit card information in the enclosed envelope.

Print Date 11/03/2007

Payment must be received by the due date to retain the Policy Effective Date

POLICY NUMBER: 04050323502007

HARTFORD INSURANCE COMPANY OF THE MIDWEST

FLOOD INSURANCE RENEWAL PREMIUM NOTICE

IMPORTANT: THIS FLOOD INSURANCE POLICY WILL EXPIRE: 1/02/2008



PAYOR NAME & MAILING ADDRESS
TOWN OF CAMP VERDE
473 S MAIN ST STE 102
CAMP VERDE, AZ 86322-7246

PRODUCER NAME & MAILING ADDRESS
PRODUCER#:00226-00000-000-00002
SOUTHWEST RISK SERVICES
14902 N 73RD ST
SCOTTSDALE, AZ 85260-3140
(602)996-8810

12xxxxxx

INSURED NAME

TOWN OF CAMP VERDE

LOCATION OF INSURED PROPERTY

MONTEZUMA CASTLE HWY & BLACK
BRIDGE LOOP RD-JAIL ANNEX & DS
CAMP VERDE, AZ 86322-0000

BUILDING DESCRIPTION: JAIL ANNEX & DISPATCH OFFICE

If you are no longer responsible for the payment of the premium on this policy please notify your agent.

COVERAGE	DEDUCTIBLE	PREMIUM OPTIONS
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50,55-7010

HARTFORD INSURANCE COMPANY OF THE MIDWEST
FLOOD INSURANCE RENEWAL PREMIUM NOTICE

IMPORTANT: THIS FLOOD INSURANCE POLICY WILL EXPIRE: 1/02/2008

PAYOR NAME & MAILING ADDRESS

PRODUCER NAME & MAILING ADDRESS



TOWN OF CAMP VERDE
473 S MAIN ST STE 102
CAMP VERDE, AZ 86322-7246

* PRODUCER#:00226-00000-000-00002
SOUTHWEST RISK SERVICES
14902 N 73RD ST
SCOTTSDALE, AZ 85260-3140
(602)996-8810

INSURED NAME

LOCATION OF INSURED PROPERTY

TOWN OF CAMP VERDE

MONTEZUMA CASTLE HWY & BLACK
BRIDGE LOOP RD-JAIL ANNEX & DS
CAMP VERDE, AZ 86322-0000

BUILDING DESCRIPTION: JAIL ANNEX & DISPATCH OFFICE

If you are no longer responsible for the payment of the premium on this policy please notify your agent.

	COVERAGE	DEDUCTIBLE	PREMIUM OPTIONS
1. Option 1 provides coverage at amounts of insurance currently in force.	BUILDING \$58,500	BUILDING \$5,000	1 \$757.00 ✓
	CONTENTS \$30,500	CONTENTS \$5,000	
2. Option 2 includes an increase in insurance to allow for increased property value.	COVERAGE	DEDUCTIBLE	PREMIUM OPTIONS
	BUILDING \$64,400	BUILDING \$5,000	2 \$820.00
CONTENTS \$32,000	CONTENTS \$5,000		

ALL CHANGES TO THIS POLICY MUST BE ADDRESSED TO THE AGENT/PRODUCER SHOWN ON THE FORM. CHANGES SUBMITTED ON/WITH THIS FORM WILL NOT BE RECOGNIZED.

If paying by CHECK, please detach and return bottom remittance portion with your payment in the enclosed envelope.

5055-9010

HARTFORD INSURANCE COMPANY OF THE MIDWEST

FLOOD INSURANCE RENEWAL PREMIUM NOTICE

IMPORTANT: THIS FLOOD INSURANCE POLICY WILL EXPIRE: 1/02/2008

PAYOR NAME & MAILING ADDRESS

PRODUCER NAME & MAILING ADDRESS



TOWN OF CAMP VERDE
473 S MAIN ST STE 102
CAMP VERDE, AZ 86322-7246

PRODUCER#:00226-00000-000-00002
SOUTHWEST RISK SERVICES
14902 N 73RD ST
SCOTTSDALE, AZ 85260-3140
(602)996-8810

INSURED NAME

LOCATION OF INSURED PROPERTY

TOWN OF CAMP VERDE

MONTEZUMA CASTLE HWY & BLACK
BRIDGE LOOP RD-PUBLIC LIBRARY
CAMP VERDE, AZ 86322-0000

BUILDING DESCRIPTION: LIBRARY

If you are no longer responsible for the payment of the premium on this policy please notify your agent.

	COVERAGE	DEDUCTIBLE	PREMIUM OPTIONS
1. Option 1 provides coverage at amounts of insurance currently in force.	BUILDING \$193,600	BUILDING \$5,000	1 \$2,836.00 ✓
	CONTENTS \$110,300	CONTENTS \$5,000	
2. Option 2 includes an increase in insurance to allow for increased property value.	COVERAGE	DEDUCTIBLE	PREMIUM OPTIONS
	BUILDING \$213,000	BUILDING \$5,000	2 \$3,047.00
CONTENTS \$115,800	CONTENTS \$5,000		

ALL CHANGES TO THIS POLICY MUST BE ADDRESSED TO THE AGENT/PRODUCER SHOWN ON THE FORM. CHANGES SUBMITTED ON/WITH THIS FORM WILL NOT BE RECOGNIZED.

If paying by CHECK, please detach and return bottom remittance portion with your payment in the enclosed envelope.

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

Meeting Date: November 5, 2008

Meeting Type: Regular

Type of Presentation:

REFERENCE DOCUMENT:

AGENDA TITLE: (Be Exact):

Discussion, Consideration, and Possible approval to reclassify the Animal Shelter Operator position to an Animal Control Officer position to increase the number of days and hours an Animal Control Officer is available to the public.

PURPOSE AND BACKGROUND INFORMATION:

We currently have two employees that work animal control. One position is the Animal Control Officer and the second position is the Animal Shelter Operator. The Animal Control Officer responds to calls for service and patrols for animals at large. The Animal Shelter Operator is in charge of the shelter and is responsible for its cleaning and operation to include adoption of animals and customer service.

If we were to promote and train the Animal Shelter Operator to the position of Animal Control Officer, we would then have two employees who could respond to calls for service and they would then share responsibilities at the shelter. Reclassifying the Animal Shelter Operator to Animal Control Officer would increase the payroll by \$3,016 a year (includes benefits). There would also be an increase in fuel and maintenance costs, as the animal control vehicle would be used seven days a week.

The current animal control officer is available approximately 1,776 hours or 222 days a year, due to regular days off, vacation, sick days off, holidays off, and training days. This leaves 143 days a year that the animal control officer is unavailable. If we had two animal control officers, with different days off and schedules, the animal control officer would be available almost every day. When their schedules overlapped, one would be responsible for patrolling and answering calls, while the other would be responsible for the shelter.

I believe this to be a simple, inexpensive way to increase the number of days and hours an animal control officer is available to the citizens.

STAFF RECOMMENDATION(S): (Suggested Motion)

Approve the reclassification of the Animal Shelter Operator position to an Animal Control Officer position.

Type of Document Needing Approval:

Finance Director Review

Budgeted/Amount

Attorney Review Yes No

Attorney Comments _____

Fund:

Line Item:

**Submitting Department: Marshal's Office
Town Manager/Designee:**

Contact Person: David R. Smith

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

Meeting Date: November 5, 2008

Meeting Type: Regular

Type of Presentation: Visual

REFERENCE DOCUMENT: *Rio Verde Plaza Master Lease RFP*

AGENDA TITLE: Discussion, consideration and possible direction/guidance to the manager relative to the Town investing money to prepare a 'master lease' Request for Proposal (RFP) for the Town's Rio Verde Plaza property.

PURPOSE AND BACKGROUND INFORMATION: Rio Verde Plaza was purchased by the Town in February 2005. The building is located at the corner of Main Street and Fain Street, Camp Verde, AZ. The land and building that comprise Rio Verde Plaza were originally purchased to provide downtown property for future expansion of Town facilities. Currently, the facility has extensive deferred maintenance. The economy and Town circumstances have resulted in only 2 of the 5 units being occupied.

On August 27, 2008 Council voted unanimously to allow what time the Town Manager deemed reasonable for relocating the tenants and then the facility be closed, razed (demolished) and removed.

I recently met with Greg Eggstaff of Desert West Development (please see attached 10/21/08 letter from Greg Eggstaff). Mr. Eggstaff and I explored the mutually beneficial options that the Town and Desert West Development may have relative to Rio Verde Plaza. The topic of a Rio Verde Plaza 'master' lease was discussed. I believe that in order to enter into a 'master' lease for the Rio Verde Plaza an RFP is required.

STAFF RECOMMENDATION(S): I am seeking Council's direction/guidance relative to investing time and money to prepare a Rio Verde Plaza 'master' lease RFP.

Finance Director Review

Budgeted/Amount No – This is an unbudgeted item. The Expense associated with an RFP in the form of advertising and staff time would be minimal. I have no recommendation on where this item would be expensed.

Fund:

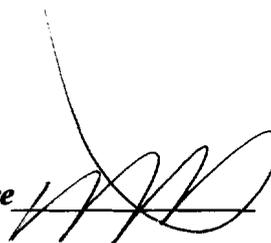
Line Item:

Comments:

Attorney Review N/A

Submitting Department: Administration/Manager

Contact Town Manager Michael K. Scannell: Signature



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

Meeting Date:

November 5, 2008

Meeting Type:

Regular Session

Type of Presentation:

REFERENCE DOCUMENT:

N/A

AGENDA TITLE: (Be Exact):

Update, discussion, consideration, and possible direction to staff relative to the use of a timer during meetings.

PURPOSE AND BACKGROUND INFORMATION:

On March 5, 2008 Council approved new meeting procedures, which included the use of a timer & light in order to limit both Council and the public to 3 minutes of discussion. Staff purchased, installed, and learned to use the equipment. We quickly discovered that it was impossible to continue typing our 'Log Notes', while our focus is on the timer. The Mayor & some Council members have indicated emphatically that the timer is to be used. Having to set it every time a person speaks resulted in the timer becoming our meeting focus. Log Notes are an important aid in research, as the minutes are substantially summarized. In order to maintain the Log Notes, we must have another employee present to operate the timer, otherwise the Log Notes are eliminated.

STAFF RECOMMENDATION(S): (Suggested Motion)

Staff has no recommendation.

Type of Document Needing Approval:

Finance Director Review

Budgeted/Amount

Attorney Review Yes No

Attorney Comments N/A

Fund:

Line Item:

Submitting Department:

Clerk's Office

Contact Person:

Debbie Barber

Town Manager/Designee: