

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, JANUARY 15, 2014 at 6:30 P.M.**

**Minutes are a summary of the discussion. They are not verbatim.
Public input is placed after Council discussion to facilitate future research.**

1. Call to Order

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

2. Roll Call

Mayor German, Vice Mayor Baker, and Councilors George, German, Jones and Whatley were present. Councilor Gordon was absent.

Also Present

Town Manager Russ Martin, Public Works Director Ron Long, Public Works Analyst Deborah Ranney, Economic Development Director Steve Ayers, Town Clerk Deborah Barber, and Recording Secretary Marie Moore

3. Pledge of Allegiance

Mayor German 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 – December 18, 2013
- 2) Special/Work Session – December 11, 2013

b) Set Next Meeting, Date and Time:

- 1) January 22, 2014 at 6:30 p.m. – Council Hears Planning & Zoning – **CANCELLED**
- 2) January 22, 2014 at 5:30 p.m. – Work Session
- 3) Friday, January 24, 2014 at 9:00 a.m. – Council Retreat

c) Possible approval of Resolution 2014-905, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona setting 2014 regular meeting dates and times for Council and all Commissions/Committees and superseding Resolution 2013-879. Staff Resource: Debbie Barber

d) Possible approval of the 2014 Policy Statement that authorizes the Mayor, as the Town's Chief Elected Official, to support or oppose legislative bills relative to the protection of groundwater, State Shared Revenue sources, and land use authority if the bill(s) adversely affect the Town's interest and needs an immediate response. Staff Resource: Debbie Barber

On a motion by Councilor George, seconded by Vice Mayor Baker, the Council voted unanimously to approve the Consent Agenda as presented.

5. Special Announcements and presentations – There are no Special Announcements or Presentations.

Council took no action on this item.

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

Ruth Szanto, a representative from Community Legal Services introduced their program, a Not-For-Profit Arizona law firm that provides low-income families in Yavapai County with legal services.

Bob Johnson, referring to a statement made in the January 8, 2014 Work Session, encouraged Council to check the statutes that require a property owner to keep water and dirt on their own property.

Priscilla Smith with Team Native Spirit informed Council that she is preparing for the Saving the Sweet Heart Cancer Walk, which will be held on 02/15/2014 at 7:00am and invited Council members to participate; noting that Mayor German and the Chairman of the Yavapai-Apache Nation are honored participants.

Patricia Bassi spoke on behalf of ALCO closing and asked the Town to contact the corporate headquarters to encourage them to keep the store open.

Jennifer Wilson, Alco Operations Manager advised that sales were up 125% as of Monday and that she hopes ALCO will reconsider their decision to close the Camp Verde store.

Connie Welsh stated that ALCO and Healthy Thymes are closing and asked for more town participation to keep businesses open.

7. **Presentation, discussion, consideration, and possible acceptance of the FY 2012/13 Town of Camp Verde's Audit.** Staff Resource: Mike Showers

On a motion by Councilor German, seconded by Vice Mayor Baker, the Council voted unanimously to accept the FY 2012/13 Town of Camp Verde, Audit.

Finance Director Mike Showers introduced Scott Graff from Colby & Powell CPA from Gilbert, Arizona. Graff complimented the Finance Department, noting that the staff is well qualified and their work was outstanding. He explained the audit process and noted that there were no reportable items. He advised that there were no errors, fraud, or misstatements. The Town has currently applied for a Certificate of Achievement as it has met and exceeded normal standards. The Town will be notified in approximately 4 to 6 months of the award.

Public Input

There was no public input.

8. **Discussion, consideration, and possible recommendation of approval of a Class 13 Domestic Farm Winery liquor license application submitted by Salt Mine Wine, LLC located 536 W. Salt Mine Road in Camp Verde.** Staff Resource: Debbie Barber

On a motion by George, seconded by Councilor Whatley, the Council voted unanimously to recommend approval of a Class 13 Domestic Farm Winery liquor license application.

Town Clerk Barber advised that the liquor license application had been posted for the required 20 days and that no comments were received.

Applicant, Chip Norton was present and available for questions. There were none.

Public Input

There was no public input.

9. **Discussion, consideration, and possible approval of the concept and site location near the Ramada for a future all-purpose building to be constructed on Town grounds.** Staff Resource: Ron Long

On a motion by Councilor Whatley, seconded by Councilor Baker, the Council voted unanimously to approve the concept and the location near the Ramada for the construction of an all-purpose building by the "Old Guys" volunteer organization and come back to counsel for final approval before commencement.

Ray Floyd presented a drawing of a proposed all-purpose building, noting that the appearance would be similar to that of the old jail. He explained the need for such a building, noting its use for Dutch-oven cooking or musical entertainment during Town events. The building will be approximately 20ft x20ft and will meet all of Community Developments requirements.

Public Input

Bob Johnson asked about the specific use of the building.

Murray Lichty expressed concern that the location would block the Ramada view and suggested an alternative site behind the jail.

10. **Discussion, consideration, and possible approval of Resolution 2014-909, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona to approve and execute IGA 13-0002982-I between the Town of Camp Verde and Arizona Department of Transportation for improvements to State Route 260 from Interstate-17 to Thousand Trails Rd.** Staff Resource: Ron Long
On a motion by Councilor George, seconded by Councilor German, the Council voted unanimously to approve Resolution 2014-909, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona to approve and execute IGA 13-0002982-I between the Town of Camp Verde and Arizona Department of Transportation for improvements to State Route 260 from Interstate-17 to Thousand Trails Rd.

Long advised that this project will bring over \$60 million to our community and improve safety. He gave accolades to Russ Martin, Town Manager for his dedication to the project.

Public input

There was no public input.

11. **Discussion, consideration, and possible award of separate Job Order Contracts to Fann Environmental, Kinney Construction, McDonald Brothers Construction, and Tiffany Construction in order to provide a variety of Public Works, Streets, Stormwater, and general maintenance construction services.** Staff Resource: Ron Long
On a motion by Councilor German, seconded by Councilor Whatley, the Council voted to direct staff to bring this matter back to Council as soon as possible, with attorney review, along with taking Council recommendation to include all 12 contractors on the separate job order contracts. Councilor George opposed.

Long explained that the concept of job order contracting is to save time and money that would be spent on the bid packages and advertising. He noted that JOC would also streamline the workload, specifically for the wastewater treatment plant. He advised that local contractors would continue to be used for projects outside the JOC process; therefore, this process would not be taking away any work they could be doing for the Town.

Councilor George expressed his disapproval that eight contractors were eliminated from the application process and asked how they could be considered in the future if the JOC process offered 3-year contract extensions.

Public Input

Jess Mulcaire with Mulcaire & Son Contracting stated that he is a local resident and one of the eight applicants that were eliminated from the selection process. He indicated his disapproval with not supporting local contractors and informed the Council that Mulcaire & Son Contracting just recently completed an \$800,000 wastewater treatment expansion project at Flagstaff Ranch, nothing that this should have qualified his company to complete the work described for Job Order Contractors.

Marlin Parker with Rocky Construction, another disqualified local applicant, inquired about future jobs available through the Town and expressed his concern of the 4 year time limit before he could bid on future jobs.

Chip Norton stated he was not connected to this process in any way, but that he had experience as a retired contractor and selecting job order contractors. He explained that JOCs are usually used for emergency purposes and not for general construction purposes.

Councilor Whatley expressed her desire to follow a similar outline to Chip Norton's description and utilize the JOC process for small immediately necessary jobs

Long advised that the wastewater treatment plant is what is in need of immediate attention and is the largest are of concern, noting that the system could fail at any time. He said that if Council was not ready to try the JOC process, they could continue with the existing bid process.

Councilor Baker conveyed her support in following rules & regulations while supporting local contractors, as that was an agreement of Council at last year's retreat. While understanding the process will save time, she suggested that all the contractors that applied were qualified and should be included on the JOC list.

Long advised that each contractor that applied were very close in qualifications, but he reiterated the necessity to focus on the wastewater treatment facility when considering contractors for the JOC

Councilor German commended all the contractors that submitted proposals and expressed concern regarding the limitation to only four specific contractors. She said that since the process will still require the contractor to submit a quote to the Town for each job, the opportunity should not exclude qualified, local contractors

Long advised that Council had three choices to consider: 1) move forward with the process as it has been presented; 2) do not utilize the Job Order Contract process at all; and 3) award all 12 applicants with the Job Order Contract. He noted that if Council chose to include all 12 applicants, that the attorney should be consulted to ensure that we are complying with what was originally outlined in the Statement of Qualifications packet.

Councilor Jones agreed with German, Whatley and Baker. She said that she felt that Council is here to serve the community and that it would be a disservice to eliminate local contractors when all the contractors that applied were well qualified.

Councilor George disagreed with the entire process, noting that it should be used only for emergency purposes only. He also expressed concerns about the appearance of impropriety and favoritism.

Mayor German agreed with the need to support local merchants and contractors, noting that the original idea was not to place a limitation on a specific number chosen. He agreed that the Town Attorney should review the Council's proposal and asked that Long advise the Council as soon as possible.

Baker noted that Council makes the decisions on contract awards and that there should be no problems with including all 12 of the contractors that submitted Statements of Qualifications.

The meeting was recessed at 7:51 p.m. and reconvened at 8:01 p.m.

12. **Discussion, consideration, and possible direction to staff to suspend the Special Events Permit fee for vendors that are registered through Camp Verde promotions, along with the waiver of power fees, electrical fees, and event sponsorship insurance for the 2014 Spring Heritage Festival, Cornfest and Fort Verde Days. Staff Resource: Steve Ayers**

On a motion by Councilor German, seconded by Vice Mayor Baker, the Council voted unanimously to suspend the Special Events Permit fee for vendors that are registered through Camp Verde promotions, along with the waiver of power fees, electrical fees, and event sponsorship insurance for the 2014 Spring Heritage Festival, Cornfest and Fort Verde Days.

Ayers explained that the Heritage Committee was formed when he was hired and they have worked through an entire year of special events. He advised that when the Town decided that it could not fund special events anymore, it was turned to the residents and now the residents are in need of assistance. He noted that the current

2014 budget has \$12,500 that is to be used for special events. He explained that in order to bring vendors back to these events, it is imperative to eliminate some of the vendor fees. He explained that he was proposing the elimination of all the fees, including electric, water, and special event vendor fees, noting that Camp Verde Promotions would assume much of the work that is now being done by the Clerk's Office and Risk Management. He advised that Camp Verde Promotions would provide the necessary information for the Department of Revenue report.

Ayers reported that Camp Verde Promotions returns every dollar to the Town for various projects with the most recent being the installation of electrical on the Soccer Field.

Council members asked about insurance, liability, and the Town's involvement with special events. Ayers explained that the request was for a trial period and covered only Fort Verde Days, Spring Heritage/Pecan & Wine Festival, and the Corn Festival. He said that insurance would still be required of certain vendors, but the Town's insurance also provided coverage in certain areas with minimal risk. He further explained that this was a public/private partnership that would increase tourism and participation in our largest events.

Public Input:

Nancy Floyd, Heritage Committee Board member felt that change would streamline the process and would assist in putting the Town and events back on the map.

Nikki Miller with Camp Verde Promotions, indicated that they have fees, and that if Camp Verde agrees to negate the current fees, Camp Verde promotions would be able to lower their fees drastically, which would bring more vendors and people, all of which would benefit the Town.

Tom Pitts with the Verde Valley Wine Consortium stated that the Spring Festival has potential to be great. He noted that the small vendors have disappeared because it did not make economic sense when there are no guarantees that they would recoup their investment. He indicated that Steve Ayers approached them with the opportunity. He also advised that vendors are required to hold their own insurance policy.

13. **Discussion, consideration, and possible direction to staff to draft an agreement with Camp Verde Alcoholics Anonymous as outlined in the background information on the Agenda Item Submission Form.**
Staff Resource: Steve Ayers

On a motion by Councilor German, seconded by Vice Mayor Baker, the Council voted to develop an agreement with Camp Verde Alcoholics Anonymous as outlined, with the Town Attorney approval, and submit again for review. Councilor George opposed.

Ayers explained that Council had previously discussed allowing the AA group to rent a spot in the Rio Verde Plaza in exchange for building improvements that would be completed by AA members who were registered contractors, noting that the Town would supply the materials.

Council members expressed concerns about the unbudgeted cost of needed improvements as outlined in the Public Works Director's memo. Some members were concerned about the request for a 5-year lease term and the Town becoming a landlord. Ayers advised that AA has leased a Town facility since our facility was acquired and that AA was an exemplary tenant.

Ayers suggested that a portion of the building could be remodeled to provide a sizeable meeting room that would accommodate the Town's needs, noting that there is no meeting space available other than small rooms and the Marshal's Office Training Room that is not always readily available.

Mayor German noted that the current tenant, CVLE generates \$800 in one day, all of which goes directly to the Town Library.

Martin clarified that staff was requesting authorization to draft an agreement that will be brought back to Council for review.

14. **Discussion, consideration, and possible approval of Resolution 2014-906, authorization to submit applications and implement CDBG Regional Account and SSP Projects: a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona authorizing the submission of application(s) for FY 2014 Community Development Block Grant Funds (CDBG), certifying that said application(s) meet the community's previously identified Housing and Community Development needs and the requirements of the State CDBG Program, and authorizing all actions necessary to implement and complete the activities outlined in said application(s).** Staff Resource: Debbie Barber

On a motion by Baker, seconded by German, the Council voted unanimously to approve Resolution 2014-906, authorization to submit applications and implement CDBG Regional Account and SSP Projects: a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona authorizing the submission of application(s) for FY 2014 Community Development Block Grant Funds (CDBG), certifying that said application(s) meet the community's previously identified Housing and Community Development needs and the requirements of the State CDBG Program, and authorizing all actions necessary to implement and complete the activities outlined in said application(s)

Barber explained that to be eligible for CDBG program funding, the Council is required to approve this resolution and the following resolutions. She noted that there would be one application submitted for the Arnold Terrace Street Improvement project that included Arnold Street, Arnold Terrace, and 3rd, 4th, and 5th Streets. She advised that this was the second public hearing for the CDBG application and advised that this was the appropriate time to take additional public input.

Public Input

Verde Valley Senior Center's Executive Director Elaine Bremner stressed the importance of the Meals-on-Wheels program and advised that the Center serves meals to approximately 60 Camp Verde residents.

15. **Discussion, consideration, and possible approval of Resolution 2014-907, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting a Residential Antidisplacement and Relocation Assistance Plan for FY14, as required under Section 104(d) of the Housing and Community Development Act of 1974, as amended.** Staff Resource: Debbie Barber

On a motion by Vice Mayor Baker, seconded by Councilor German, the Council voted unanimously to approve Resolution 2014-907, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting a Residential Antidisplacement and Relocation Assistance Plan for FY14, as required under Section 104(d) of the Housing and Community Development Act of 1974, as amended.

Public Input

There was no public input.

16. **Discussion, consideration, and possible approval of Resolution 2014-908, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona committing local funds as leverage for an FY 2014 Community Development Block Grant applications.** Staff Resource: Debbie Barber
- On a motion by George, seconded by Mayer, the Council voted unanimously to approve Resolution 2014-908, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona committing local funds as leverage for an FY 2014 Community Development Block Grant applications.

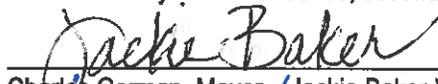
Barber explained that the street project will cost approximately \$411,000 and that the grant was expected to be about \$264,000. She explained that the Arizona Department of Housing requires a resolution committing the additional funds as assurance that the project would be completed. She further explained that at this point, no staff hours had been estimated into the cost of construction.

Public Input

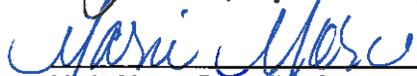
There was no public input.

Councilor George requested the following item:

17. ~~Discussion, consideration, and possible direction to staff to prepare an ordinance recognizing Civil Unions in order to support the right of every person to enter into a lasting and committed relationship with the partner of his or her choice, regardless of gender or sexual orientation.~~ **NOTE: THIS ITEM WILL BE HEARD AT THE COUNCIL'S REGULAR SESSION ON FEBRUARY 5, 2014 AT 6:30 P.M.**
18. **Call to the Public for items not on the agenda:**
There was no public input.
19. **Council Informational Reports.**
George reported that he attended the Building Code meeting on Monday, January 13, 2014 and two meetings with the Verde River Basin today, January 15, 2014.
20. **Manager/Staff Report**
Martin reported a High Noon Monday walk for Martin Luther King Day scheduled and that the Vice Mayor would be speaking.
21. **Adjournment**
On a motion by Councilor Jones, seconded by Vice Mayor Baker, the meeting was adjourned at 9:06 p.m.



Charles German, Mayor — Jackie Baker-Vice Mayor



Marie Moore, 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 January 15, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 6 day of February, 2014.


D. Barber, Town Clerk