

**WORK SESSION
MAYOR and COMMON COUNCIL
of the TOWN OF CAMP VERDE
COUNCIL CHAMBERS - 473 S. Main Street, # 106
FRIDAY, MAY 17, 2013 at 8:00 a.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**
The Mayor called the meeting to order at 8:04 a.m. Minor recess until 8:07, awaiting an additional Councilor for a quorum.
2. **Roll Call**
Mayor Burnside, Councilors German, Jones, and Whatley, also Mayor-elect Charles German and Councilor-elect Brad Gordon were present. Vice Mayor Kovacovich, Councilors George and Baker were absent.

Also Present
Manager Russ Martin, Finance Director Mike Showers, Maintenance Foreman Mike Dumas, Deputy Town Clerk Virginia Jones, and Recording Secretary Saepyo Warren. Marshal Nancy Gardner was present for 5 minutes and Public Works Director Ron Long for the latter half.
3. **Pledge of Allegiance**
Mike Dumas led the pledge.
4. **Discussion, consideration, and possible direction to staff relative to the Draft FY 2013/14 Tentative Budget and the 2014 Capital Improvements Plan (CIP). Discussion may include, in no particular order, and not limited to the following budget units. Note: Any items not addressed at this meeting may be carried over to a subsequent meeting.**

Town Manager Russ Martin asked the Council to address concerns and recommend changes to the proposed budget upfront, instead of going through the budget line by line. He stated that the budget needed to be prepared for publishing to the public.

Mayor Burnside emphasized that the Work Sessions are open meetings which the public has the right to attend with full confidence they will not make any formal decisions. He asked for the Council's discretion in word choice to prevent any misconceptions. After some mixed responses, Mayor Burnside expressed that public perception is important and that as chairman it is his responsibility to ensure that no formal decisions are made during a Work Session.

Mayor-elect Charles German stated that this discussion was important to him because he would be the one to inherit and carry out the budget.

Whatley stated that the public is more than welcome to attend this open session and that she was interested to hear the Councilor-elect and Mayor-elect's input.

a. General Government

In response to Mike Shower's, Mayor Burnside questioned the need for a 3% COLA this year, when one was received just last year. He stated that they have plans to balance the budget, build a

new library, pay for new vehicles, and create new positions. He asked if we could afford all this, plus the CIPs with the 1% sales tax and asked what percentage of the sales tax would go toward services.

Town Manager Martin replied that 100% of the sales tax goes toward services.

- Mayor & Council
- Clerk
- Town Manager
- Finance
- HR
- Risk Management
- Economic Development

Referencing page 15 of the budget, the Council agreed with the Manger's recommendation of \$15,000 for "Projects," but expressed disapproval toward any intention to use it for a design charrette.

- IT
- Non-departmental
- Municipal Court
- Public Works
 - ✓ Public Works
 - ✓ Stormwater Management
 - ✓ Maintenance
 - ✓ Parks & Recreation
 - Parks & Recreation
 - Pool

Referencing page 47 of the budget, Whatley requested that the Pool receive the \$1000 they requested for "Training," as opposed to the \$500 recommended by the manager. She stated that this would minimize out-of-pocket training costs for lifeguard applicants and remove hindrances to staffing certified lifeguards.

Referencing pages 45 and 47 of the budget, Mike Showers recommended reducing the "Gas" budget to \$7000-8000 from \$10,000 and increasing the "Electric" budget to \$40,000 from \$33,666, in order to more accurately reflect actual costs.

- Programs
 - ✓ HURF – Streets
- Community Development
 - ✓ Community Development
 - ✓ Building
 - ✓ Planning & Zoning
 - ✓ Code Enforcement
- Marshal's Office
 - ✓ Marshal's Office

Town Manger Martin stated it would be difficult to meet all their needs and that we need to look for revenue to cover the wages and salaries for new hires. He said he anticipates that the Property & Evidence person will become full-time and back-fill the dispatchers in October.

German expressed a desire to see more officers and to make the Property & Evidence position full-time to ensure proper accountability of all items.

Mike Showers stated that CVMO is requesting extra money for up to 2 positions beyond their current budget.

Martin replied that once an amount is approved, there is room to do what needs to be done within that amount as long as there is agreement and the funds are spent toward expenditures that were budgeted for.

Charles German stated that the Town was originally incorporated for the roads and police services and expressed that they should remain high priorities. He agreed with the need for the Property & Evidence position to be full-time.

Jones also agreed with the need for a full-time Property & Evidence person.

Martin explained that since the current records person also has receptionist duties, hiring a part-time receptionist would free up the records person. Whatley agreed.

Martin explained that making the Property & Evidence position full-time would cost \$57,000 and that \$4000 of that would have to come out of reserve funds.

Whatley expressed appreciation for Martin and Showers' efforts to balance the budget.

- ✓ Animal Control
- Library

b. Capital Improvements Plan

At 9:23, Mayor Burnside dismissed Council for a 10 minute break. Meeting reconvened at 9:31.

Martin suggested projecting a larger sales tax amount. He stated he would like to complete the gym projects by November when basketball season starts. He explained that the bid for the key-card security doors were from 2011, that the bleachers were a liability, and that the floors had not been resurfaced for several years.

Mike Dumas explained that the electrical expansion for the soccer fields address safety issues and accommodate food trailers. Martin stated that the project should be completed before the Corn Festival.

Charles German stated that the soccer fields need potable water and suggested putting in the lines at the same time as working on the electrical in order to prevent digging twice. Whatley agreed.

Carol German and Whatley agreed with all of the Manager's CIP recommendations.

Ron Long reported that the pool would be ready by Monday morning for its planned opening day. He said they had new concrete and plastering, and that the lights would be fixed.

Gordon asked about the likelihood of getting a transit system and Martin explained the need to cooperate with the Yavapai Apache Nation (YAN) for it. Martin stated it was a good idea to plan for it now with a sidewalk project. Whatley stated this would show we were on board with a transit system and bring the YAN in.

Charles German stated he would like to see draft plans for the gym kitchen, as it is an important part of improving the gym. Martin stated that there are plans for kitchen renovations, but that the bathrooms are a more urgent issue.

Martin asked the Council to be prepared for some of the funding for the CIP projects to come out of reserve funds.

5. **Adjournment**

On a motion by German, seconded by Jones, the meeting was adjourned at 9:50 a.m.

 6-5-13

Bob Burnside, Mayor

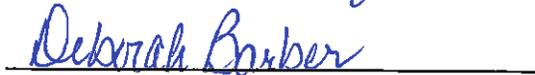


Saepyoal Warren, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the discussion of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on May 17, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 6 day of June, 2013.



Deborah Barber, Town Clerk