

**Minutes
WORK SESSION
MAYOR and COMMON COUNCIL
of the
TOWN OF CAMP VERDE
CAMP VERDE MARSHAL'S OFFICE
TRAINING ROOM
646 South First Street
Thursday, May 29, 2008
3:00 p.m.**

1. Call to Order:

Mayor Gioia called the meeting to order at 3:00 p.m.

2. Roll Call:

Mayor Gioia, Vice Mayor Hauser and Councilors Elmer, Garrison, German, Kovacovich, and Smith were present.

Also Present:

Town Manager Mike Scannell; Accountant Lisa Elliott, Town Clerk Deborah Barber, Community Development Director Nancy Buckel, Housing Director Matt Morris, Parks & Recreation Supervisor Lynda Moore, Library Director Gerard Laurito, Accounting Technician Thyna Parker, and Deputy Clerk Virginia Jones.

3. Pledge of Allegiance:

There was no Pledge of Allegiance

4. Discussion of the Tentative FY 2008/09 Budget

Council reviewed the following:

Mayor & Council: Page 4 of the budget. Town Clerk, Deborah Barber indicated the legal expenses are now allocated to each department based on usage, and explained the past year invoices were reviewed to come up with a good number for the budget.

Housing: Page 6 of the budget. *Housing Director, Matt Morris* gave an overview of the tasks that have been completed by the department and the Commission. When questioned regarding the \$2,000 commission expenses, Matt indicated last year Commission members who attended the Affordable Housing Institute, paid for the program out of their own pocket.

Housing Grant Fund: Page 66 of the budget. Matt Morris indicated that they have received 17 applications, 10 serious applicants that meet the requirements. Mr. Morris explained the Town must first use funds from the Revolving Loan Fund before using the HOME grant funds.

Building: Page 8 of the budget. Manager Scannell explained that he felt this department should be able to stand on its own. Community Development Director, Buckel stated the department will be losing the Chief Building Official and she plans to contract the services through the private sector. Buckle indicated one of her administrative assistants has taken on special assignments for other departments.

Community Development: Page 16 of the budget. Director Buckel noted Design Review is consuming a large portion of time. Buckle stated the Commission has three new members and the department attempts to send the members to APA training. Director Buckle indicated her administrative assistant took the job description for planner, and noted she was doing the work. Buckle indicated her job description included economic development and asked Council for direction. Manager Scannell indicated the Community Development Director is also the Enterprise Zone Administrator, and there may come a time when people express an interest.

Town Manager; Page 10 of the budget. Manager Scannell explained there are two employees in the Managers office, himself and the Administrative Assistant. Scannell informed Council he has asked Ms. Brown to take on the duties of Risk Management and has sent her to training.

Clerk's Office; Page 12 of the budget. Town Clerk, Deborah Barber explained she has been the Town Clerk for the past six years and has held her budget static, she noted she did increase the overtime and the legal fees were based on the number of elections being held this next year. When questioned regarding the Sanitary District Election, Barber noted the Clerk's Office would need a decision from Council before July. Barber advised Council that in the past year the Clerk's office have taken on the duties of Council Support and CDBG activities.

Council took a break and 4:30 p.m. and reconvened at 5:00 p.m.

CDBG: Page 56 of the Budget. Town Clerk, Deborah Barber advised Council that the Town still has projects from the 2006 funding cycle, noting the current projects, the restroom and the ramada, were closed out today by NACOG.

Finance Department: Page 14 of the budget. Scannell indicated the Town has been working with Heinfeld and Meech since December and he would like to continue the relationship through the next fiscal year. Manager Scannell indicated the training for the department has been increased on a recommendation of Lisa Lumbard of Lumbard & Associates.

Non-Departmental; Page 18 of the budget. Lisa noted there were a few items that do not have appropriations, these items are usually designated by Council. Council requested the following: \$500 for Steward of Public Lands; \$5,100 for Natural Resources Committee; \$1 placeholder for Water Adjudication; \$6,000 for Youth Count and \$10,000 for County Water Advisory. Roy Guigliotto, questioned line item 6099, indicating the Chamber pays all of there own utilities.

Chamber of Commerce: Page 19 of the budget, included with Non-Departmental. Manager Scannell indicated he is recommending \$70,000 for the Chamber in addition to the \$36,000 Council has approved for the TEAM Grant for Tourism. Mary Taylor, Chairperson for Chamber of Commerce gave a presentation indicating the work the Chamber does to promote Tourism. Taylor explained how the Chamber works with the Arizona Office of Tourism, has upgraded the web site and developed a marketing plan. Taylor explained the Labor burden for the Chamber is \$115,000.

Public Input:

Jerry Tobish: Stated he is not against the Chamber, he just has not seen the Chamber bring revenue into the Town. Tobish noted that in other towns the Chamber sponsors events. Tobish continued, stating the Chamber has been worthless to him as a businessman, it has done nothing for him. He stated if the Chamber would show him what they could do for him, when a week goes by and only eight customers walk into the store, word of mouth keeps him going. Tobish continued, he is pro-chamber, just show him what they can do for him, put something together and maybe they would deserve the whole allocations

DAVE FREEMAN: Acknowledged that his concern is the Chamber wears two hats, the membership side and the other side promoting the Town and the activities. Freeman encouraged Council to look at what Ms. Taylor said and most of the ads, that he could find, are only promoting specific members of the Chamber. Freeman presented an add promoting only blacksmithing, Freeman indicated this business is a member of the Chamber. Freeman stated the Town, as a whole is, not getting anything for the money spent. He stated the majority, if not all, is for the members. Mr. Freeman declared that if you ask 'where can I go to find a bookstore', if you are not a member, the Chamber will not refer anyone to you and the answer would be 'we don't have a bookstore.' Mr. Freeman stated that is wrong, when the Chamber is receiving money from the Town.

PERRY HADDON: Stated he is the owner of Beaver Creek Book store, and just stepped out of the meeting to confirm a point with the previous owner. He indicated he has always been a supporter of

the Chamber and look forward to the day he can afford to join. Mr. Haddon indicated the previous owner had a Chamber volunteer come in to the store and specifically told him they were not to recommend any business that did not belong to the Chamber. That volunteer told the previous owner they were asked not to come back as a volunteer.

GARY THOMPSON: Stated he has issues about how the Chamber was spending the money, he took the issue to the Chamber, went to a Board meeting, and indicted the Chamber has yet to get back with him. In regards to the main web site, 'for all your real estate needs', only one realtor is listed.

LINDA BUCHANAN: Indicated she has participated with the Chamber for several years, she indicated as a business owner they do not measure the membership by 'what can the Chamber do for me', they come into the Chamber with what can we do for the Chamber.' Buchanan requested the Town and Chamber continue working together and hopes the Council will help in funding and direction.

Library; page 38 of the budget. Librarian Gerard Laurito would like Council to consider additional evening hours and noted he would need to have a part time person. He requested Council consider increasing his 30 hour employee to 40 hours

BEAVER CREEK LIBRARY: Page 40 of the budget. Library Director Laurito explained the Beaver Creek Library is fully funded by the County.

LIBRARY BUILDING FUND: Page 62 of the budget. Manager Scannell indicated he did research for financing of a new facility with two scenarios. The debt service for a three million dollar bond would cost the Town approximately \$230,000 per year.

Greg Elmer excused himself at 7:15 p.m.

DEBT SERVICE FUND: Page 60 of the budget. Lisa Elliott explained the fund is set aside to capture items such as GADA loan for the Marshal's office, the obligation to the Sanitary District and payment of Butler Park soccer field. Mr. Scannell noted 1% of the 3% construction tax

IMPACT FEE FUND: Page 64 of the budget. Lisa Elliott explained the impact fee was approved by the voted. The numbers included in the budget are estimates based on the number of building permits and fees collected. Mike Scannell indicated Council might want to consider road impact fees for future development.

5. Adjournment

On a motion by Hauser, seconded by German the meeting adjourned at 7:37 p.m.



Virginia Jones, 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 the 29th day of May 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 19 day of June 2008



Deborah Barber, Town Clerk