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**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS
WEDNESDAY, SEPTEMBER 15, 2010
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 Burnside, Vice Mayor Kovacovich, Councilors Whatley, Baker, Roulette, and German were present; Councilor Garrison arrived at 6:34 p.m.

Also Present: Town Manager Russ Martin, Town Magistrate Harry Cipriano, Library Director Gerry Laurito, Sr. Acct. Lisa Elliott, Town Clerk Debbie Barber, and Recording Secretary Margaret.

3. Pledge of Allegiance

The Pledge was led by Whatley.

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 – September 1, 2010
- 2) Joint Work Session – September 1, 2010
- 3) Council/Manager Retreat – August 25, 2010

b) Set Next Meeting, Date and Time:

- 1) September 22, 2010 at 5:00 p.m. – Work Session for Presentation for Audit Services
- 2) September 22, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters
- 3) October 6, 2010 at 6:30 p.m. – Regular Session
- 4) October 20, 2010 at 6:30 p.m. – Regular Session
- 5) October 27, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters

c) Possible appointment of C. Kenneth Ray, Esq. as Assistant Magistrate for the Camp Verde Municipal Court for a two-year period, effective September 16, 2010 and setting the weekly pay rate at \$33.33 (\$1,733.16 annually) to handle the Friday in-custody initial appearances. This is a budgeted item. Staff Resource: Presiding Magistrate Cipriano

d) Possible authorization for the Mayor to sign the Membership Agreement with the National Joint Powers Alliance Service Corporation. The agreement permits participating governmental and municipal agencies to reduce the cost of purchased goods. There is no cost associated with this agreement. Staff Resource: Lisa Elliott

e) Possible approval of an Agreement for Contracted Services and Municipal Lease between the Town of Camp Verde and the Chamber of Commerce. The Town has budgeted and will pay \$55,000 for FY 2010/11 for the operation of the Visitor's Center and \$25,000 to be used for tourism in promoting and marketing Camp Verde as a destination. Staff Resource: Russ Martin

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

5. Special Announcements & Presentations

- **Presentation of a Plaque that was presented to the Town of Camp Verde by the United States 2010 Census in appreciation of the Town's assistance with the census count.** Staff Resource: Debbie Barber
- **Welcome to the new businesses that registered during the month of August 2010:**
 - ❖ All West Fire Protection, Prescott, AZ
 - ❖ Mostert Cranes & Equipment, Inc., Dewey, AZ
 - ❖ Central Basin Builders Inc., Lake Montezuma, AZ

- ❖ Stanley Steel Structures, LLC, Cottonwood, AZ
- ❖ Old World Guns, LLC, 567 S. Main Street, Camp Verde, AZ
- ❖ Piper's Plumbing, Inc., Cottonwood, AZ
- ❖ MSP Drywall, LLC, Phoenix, AZ
- ❖ Verde Cellars, LLC, 212 Finnie Flat Road, Camp Verde, AZ
- ❖ Coconino Fence Co., Inc. Flagstaff, AZ
- ❖ Hatch Plumbing, Inc., Flagstaff, AZ
- ❖ Signs 928, LLC, Cottonwood, AZ

Mayor Burnside announced the name of each new business, welcoming each one individually; he also assured everyone that the business featuring the Kokopelli is only making an adjustment to the landmark, and not leaving. The AM-PM place will be open soon, and Day's Inn is now open.

Town Clerk Barber displayed the plaque presented to the Town for its partnership with the Census Bureau and activities to increase the Census count in the Town of Camp Verde; Barber outlined the methods used, and cited the resulting increases in percentages for Camp Verde while there were decreases in Yavapai County and the State overall.

6. **Council Informational Reports.**

Whately reported that she enjoyed attending the ice cream Welcome event at the Farmer's Market for the new Town Manager and his family.

Kovacovich thanked all the members of the community who participated in the Welcome event this weekend.

Garrison said that her vacation days have now officially ended.

Baker expressed her renewed gratitude for the smiling, positive attitudes of the members of the community of Camp Verde, and also commented on enjoying the ice cream social.

Roulette reported on his attendance at the Sanitary District Board meeting; there was nothing new to report.

German also thanked all those who turned out to greet the new Town Manager and his family, as well as all of the community that showed up to support the 9/11 event beautifully presented by the American Legion Auxiliary to stress that We Can't Forget.

Burnside reminded everyone about September 27, Tom Sawyer's Day at the Fort, and also commented on how well the ice cream social was received. Burnside reiterated that anyone can call members of the Council with concerns, and those concerns will be directed to the proper channel to address. Burnside said that he and the Town Manager will be looking into the concern about the work done on the new power line at Copper Canyon that destroyed the scenery, and will report back to the public. Burnside read from the announcement by the Yavapai County Health Services on the finding that the West Nile Virus is now present in Camp Verde, including the measures to be taken for protection from the virus.

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

(Comments from the following individual are summarized.)

Howard Parrish announced that judging to select the Colonel's Daughter will be held on Sunday, September 26 at 2:00 p.m.; there are currently seven girls competing for the honor.

There was no further public input.

8. **Discussion, consideration and possible recommendation for approval of a liquor license application submitted by the Clear Creek Village Store located at 4483 E. SR 260 in Camp Verde.** Staff Resource: Debbie Barber
On a motion by Garrison, seconded by Kovacovich, the Council unanimously recommended approval of a liquor license application submitted by the Clear Creek Village Store located at 4483 E. Highway 260, Space 32, in Camp Verde.

Barber said that the notice of the liquor license application was posted for the mandatory time, and no comments have been received. Barber added that the owner is present to answer any questions the Council might have.

Terri Spriggs, a native Arizonan and the new owner of the Clear Creek Village Store, said that renovations are being made to the store, and she believes it will be of benefit to the community; a Grand Opening is being planned.

There was no public input.

9. **Discussion, consideration and possible recommendation for approval of a liquor license application submitted by Camp Verde Feed & Country Store located at 584 S. Main Street in Camp Verde.** Staff Resource: Debbie Barber
On a motion by Baker, seconded by Roulette, the Council unanimously recommended approval of a liquor license application for Camp Verde Feed & Country Store at 584 S. Main Street in Camp Verde.

Barber confirmed that the required period for posting the subject application has been met; no comments have been received.

There was no public input.

10. **Discussion, consideration, and possible authorization for the Mayor to execute the purchase agreement with Tyler Technologies to purchase the INCODE software system at an estimated cost of \$200,324.00, which can be financed for a period of 3 to 5 years.** This is a budgeted item. Staff Resource: Lisa Elliott
On a motion by German, seconded by Baker, the Council unanimously authorized the Mayor to execute the purchase agreement with Tyler Technologies to purchase the INCODE software system.

Sr. Acct. Lisa Elliott explained that for the past few years, staff has been researching software systems to replace the existing out-of-date and faulty accounting system in use by the Town of Camp Verde, with the goal of being able to link in and help all the departments receive financial information independently. The search was narrowed down to two systems, and the INCODE software system was selected. Implementation has been delayed pending the upgrading of the computer infrastructure which has now been completed to the point where it can support the software package. The proposed agreement has been reviewed and approved by the Town Attorney. The agreement provides that the company will perform the conversion of the Town information to the new system, install it, thoroughly train the staff and provide guidance through the entire project. The company has offered to finance the project; however, purchasing the system outright would save a considerable amount in the financing interest charged; very little interest is being earned on the funds on hand. If an outright purchase is preferred, a budget reallocation would have to be made and brought back to Council for approval at a future meeting.

The members discussed the possibility of an outright purchase, using funds on hand, and how that would affect the financial status of the Town for next year, in light of the current economy. Town Manager Martin confirmed that the Town is already obligated to move forward on the agreement and fund the purchase one way or the other; the money would come from the reserve funds which are more than adequate to handle the purchase. The amount of \$200,324 is conservatively estimated to be at or below that figure. Elliott confirmed that repayment back to itself for the Town's outright purchase would be similar to the inter-fund loan agreement used for purchase of the Park. An arrangement could be made that would provide for the funds to be paid back to the Capital Improvement Project fund for future projects. Martin added that a paper trail to track the funds would be included in the purchase package. Elliott explained that the payment amount of approximately \$68,000 is built into the budget; if an outright purchase is decided upon, the funding would have to be reduced in another area, such as the Capital Improvement Fund. Martin said it is simply a matter of allocating the remaining difference in the purchase price from the reserve account. Burnside requested that Martin check on the difference between the absolute cost stated in the agreement and the estimated hours to implement the system comprising the estimated total of \$200,234. Martin noted that the decision on purchasing the system outright or making payments can be made later; approval of the agreement is the first step in getting started on that direction.

11. **Discussion, consideration, and possible direction to staff relative to developing programs for the Library that pay for themselves (i.e. scrapbooking classes and children's activities).** Staff Resource: Gerry Laurito
Staff was directed to continue with the funds budgeted for this year, and to work on a strategy to develop sustainable programs for next year, considering all possible programs fairly without any discrimination.

Library Director Gerry Laurito said that he is responding to some indications during budget discussions that Council was interested in trying to recoup costs for Library programs now and in the future. Laurito said that he is requesting some clarification on the issue, such as which programs to include, children or adults, or both, and what percentage of costs to recover, whether total or partial. Future programs are being planned at little or no cost, and inquiries are being made on partnerships, or sponsors to defray the costs. Laurito added that he is seeking direction from the Council on how to proceed.

During the Council discussion, German said she understood that the subject programs had been budgeted for this fiscal year, and that would suggest that perhaps the intent was to begin working on a strategy toward developing self-supporting programs; to be fair all programs will have to be considered, one or two cannot be singled out. Suggestions were made for Laurito to work on that strategy this year, and report back to Council for further direction for the next fiscal year.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Sara Malanca, one of the instructors for the Scrapbooking Class at the Library, described the size of the classes, the majority being senior citizens, the hours spent by the instructors, and the cost allocated by the Town which amounts to two-tenths of one percent of the entire Library budget. There has always been a willingness on the part of the participants to cover a portion of the costs. Because of the comments regarding recouping costs for programs, Ms. Malanca feels that the scrapbooking program is being singled out and discriminated against. The instructors are working with the Town Manager to resolve a scheduling problem, and are hoping for the best.

Karen Myers, the other instructor, said that the Scrapbooking program has been very successful, one that the Library takes pride in. Ms. Myers said that she and Ms. Malanca are standing up for what they feel is the right thing to do; the program is a positive thing for the community. She said her groups are working on trying to come up with money, but believes that if they are to be charged, then all the other programs should also be charged, in all fairness.

Brenda Hauser displayed her scrapbook that she has been working on for four years, pointing out that the money is already in the budget. There is a large inventory of donated material that is already on hand in the Library. Ms. Hauser suggested that, as in the farming business, time should not be wasted in fixing things that are no broken.

There was no further public input.

Burnside commented that the Council had been discussing sustainable programs during the budget talks; next fiscal year promises to be a very difficult one. Any and all of the programs are to be considered; they are services that the community receives from tax dollars, but there is a limit. German hoped that Council could agree to direct staff to continue with what has been budgeted for this year, but work with all community groups to come up with a fair resolution.

12. **Call to the Public for Items not on the Agenda.**
Barber announced the presence of an honored guest tonight, Roberta Pavatea, who is running for Tribal Chairperson; she wanted to visit to observe the Council meeting.
13. **Advanced Approvals of Town Expenditures.**
There were no advanced approvals.
14. **Manager/Staff Report**
Martin commented that he had no further report, except to let the community know that he and his family had a good time

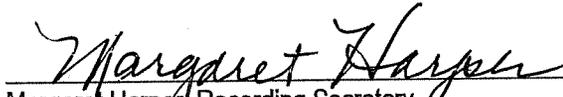
at the Welcome event; that was followed up with a visit to the American Legion and appreciated the lunch that was offered. He said he is looking forward to sharing the Town's great museum with his father when he visits.

15. **Adjournment**

On a motion by Baker, seconded by Garrison, the meeting was adjourned at 7:25 p.m.



Bob Burnside, Mayor

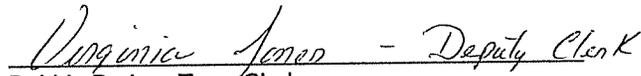


Margaret Harper, Recording Secretary

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 15th day of September 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 21st day of October, 2010.



~~Debbie Barber, Town Clerk~~
Virginia Jones, Deputy Clerk