

**MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, FEBRUARY 3, 2021 at 6:30 P.M.**

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. Call to Order

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

2. Roll Call

Mayor Dee Jenkins, Vice Mayor Joe Butner, Councilor Bill LeBeau, Councilor Robin Whatley (zoom), Councilor Jackie Baker, Councilor Jesse Murdock and Councilor Cris McPhail are present.

Also Present

Town Manager Russ Martin, Town Clerk Cindy Pemberton and Rec Secretary Jennifer Reed.

3. Pledge of Allegiance

Councilor Whatley led the Pledge.

Mayor Jenkins took a Point of Personal Privilege to acknowledge the Town of Gila Bend who is attending the meeting to see how to manage a zoom meeting.

Mayor Jenkins asked if Council had any objections to Town Clerk Pemberton reading the agenda titles and descriptions until Council can approve updated policy Rules and Procedures. Council had no objections.

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. Council/Manager Retreat - January 14, 2021
2. Council/Manager Retreat – January 15, 2021
3. Regular Session – January 20, 2021
4. Executive Session – January 20, 2021 (recorded and on file)
5. Special Executive Session – January 26, 2021

b) Set Next Meeting, Date and Time:

1. Regular Meeting – Wednesday February 17, 2021 at 6:30 p.m.
2. Regular Meeting – Wednesday March 3, 2021 at 6:30 p.m.

3. Regular Meeting – Wednesday March 17, 2021 at 6:30pm.

c) **Approval of Special Event Liquor License application submitted by Mary Phelps, Camp Verde Arena Association for event to be held on February 12, 13,14, & 15th at 1495 E Hideout Arena Way. Staff Resource: Cindy Pemberton**

d) **Approval of Proposed Budget Calendar for FY 2021-22. Staff Resource: Michael Showers.**

Councilor Baker asked about the meeting for the Manager Evaluation with Council. She doesn't see it listed. Town Manager Russ Martin said they are targeting the 24th for a Work Session and Executive Session. It will be listed on the February 17th agenda.

Councilor Whatley requested to pull Item 4c.

Motion made by Councilor Baker to approve the consent agenda excluding Item 4c. Second was made by Councilor McPhail.

Roll Call Vote:

Mayor Jenkins: aye

Vice Mayor Butner: aye

Councilor Whatley: aye

Councilor Murdock: aye

Councilor Baker: aye

Councilor LeBeau: aye

Councilor McPhail: aye

Motion carried 7-0.

Regarding Item 4c., Councilor Whatley stated she thought rodeo events would be canceled because of COVID. January was the deadliest month. Town Clerk Cindy Pemberton stated an application was submitted, no posting is required and the fees have been paid. The Clerk's Office submitted the application to the Community Development Department and they expressed no concerns. The application was then submitted to the Marshall's Office and they did not approve it. They support the event but have several liability concerns:

- Only having two AZ Rangers would be a liability because they cannot enforce the law. CVMO is willing to work with AZ Rangers as long as they are unarmed.
- They are down Officers to cover overtime but if they could use *Off Duty Management* (they pull from department around the valley). The Rodeo Association would then receive an invoice.

Councilor LeBeau asked if it is a recommendation or an actual requirement to have a Certified Peace Officer on hand. Marshall Rowley said this is his suggestion because he is down 4 Officers and 2 Dispatchers. The officer's response time might be lengthy.

Daria Weir, Vice President of the Camp Verde Arena Association said this is a Team Roping Event and they are not planning for a big crowd. They did look into using law enforcement but the cost per hour and for the duration of time needed, it would be

quite costly. She was referred to the AZ Rangers who go through special training and have to be approved by the state. They cover similar events around the state, and quite often.

Councilor Whatley expressed her concerns regarding COVID. Ms. Weir said they plan to follow CDC guidelines and planned to have extra washing stations/sanitizing stations.

Councilor LeBeau called Point of Order. This agenda item is to approve a liquor license.

Motion by Councilor LeBeau to approve agenda Item 4c. **Motion** failed due to lack of a second.

Vice Mayor Butner would like to hear from the Town Manager. Mr. Martin stated their requirements are to follow CDC guidelines. If Council approves the license it has to go to the State Department of Health for approval.

Councilor McPhail suggested if the arena is required to have certified officer there, only have them cover the event from 5:30pm-10:30pm to help reduce the cost. Marshall Rowley would like to sit down with the Association and talk with them. Adding alcohol in the mix needs further discussion. Councilor McPhail stated the problem is that Council is not going to meet again before the event and they have to approve/deny the license. Marshall Rowley said the solution would be for the Town to cover the OT for this event for his officers. His OT budget is set and down. Ms. Weir stated alcohol would only be served from noon to 7pm for three nights. Mr. Martin said if we could have one officer set to work with the AZ Rangers he would find \$600 to cover event.

Councilor Murdock disagreed with Mr. Martin. The Camp Verde Arena Association needs to pay for their own security. Crowds for this type of event are a bit underwhelming. She does agree that is not a good idea to have armed security on site. Councilor Murdock feels that the Association and the Risk Management team should meet at a later time.

Ms. Weir feels very comfortable with hiring the AZ Rangers to cover the event.

Motion made by Councilor LeBeau to approve Item 4c. Second was made by Councilor Baker. Councilor McPhail is very uncomfortable with no stipulations stated in the motion. Councilor Murdock said it is not up to Council to tell them who to hire. It is a Public/Private Partnership. She is comfortable with them having their own private security. Worst case scenario, they will have to call 911 for additional support.

Vice Mayor Butner stated this event is significantly different from rodeos. It will be mostly family and friends watching specific ropers. The Association needs to meet with local law enforcement to discuss events prior to events.

Roll Call Vote:

Mayor Jenkins: aye
Vice Mayor Butner: aye
Councilor Whatley: nay
Councilor Murdock: aye
Councilor Baker: aye
Councilor LeBeau: aye
Councilor McPhail: aye
Motion carried 6-1.

5. **Call to the Public for items not on the Agenda.** (Please complete Request to Speak Card and turn in to the Clerk.) *Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))*

No comments from the public.

6. **Special Announcements and presentations**

• None

7. **Discussion, Consideration and Possible Appointment of Todd V Scantlebury to the Planning and Zoning Commission for a term of three (3) years.** Staff Resource: Cindy Pemberton

Town Clerk Cindy Pemberton said the Planning and Zoning Commission currently has 3 vacant seats. Mr. Scantlebury will be replacing Commissioner Chip Norton for a 3 year term that will expire January 2024. The applicant is present if Council has questions.

Motion by Councilor Baker to appoint Todd V Scantlebury to the Planning and Zoning Commission for a term that expires 2024 to replace Commission Member Chip Norton. Second was made by Councilor McPhail.

Roll Call Vote:

Mayor Jenkins: aye
Vice Mayor Butner: aye
Councilor Whatley: aye
Councilor Murdock: aye
Councilor Baker: aye
Councilor LeBeau: aye
Councilor McPhail: aye
Motion carried 7-0.

8. **Discussion, Consideration and Possible Approval of Ordinance 2021-A461, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Arizona, for an application submitted by High View, LLC, for a Major Amendment to the Zoning Districts for an existing C2-PAD (Commercial: Heavy Commercial) and M1 (Industrial: General) Districts within the Master Plan to allow for a broader range of land uses. The Property is located on Parcels 403-15-003T, 403-15-003U, 403-15-003V, 403-15-003W, and 403-15-003X (Formerly 403-15-003S), in Camp Verde, Yavapai County, Arizona. Staff Resource: Melinda Lee**

Community Development Director Melinda Lee stated the project is located within the 260 West Character Area which currently supports a full range of land uses. This project would enhance the State Route 260 Corridor and comply with the General Plan. She gave a background of the project.

The applicant and staff have completed all the necessary paperwork and held a Public Hearing. The Planning and Zoning Commission has forwarded a recommendation of approval to the Town Council.

Staff recommends approval of the request.

Vice Mayor Butner asked Dugan McDonald about the possibility of possibly RV spaces? Mr. McDonald stated the parcels are 36 acres each and wanted to include the possibility of RV spaces now or they would have to get a special use permit if they added it later. Ms. Lee stated in this specific area that has the PAD designation, RV parks are already allowed, they would need to come to the Council with a final site plan. Vice Mayor Butner is not excited about more RV parks in Camp Verde. Mr. McDonald explained that it is not in concrete yet. Vice Mayor Butner stated just to clarify that any portion on this map could be converted into RV Park? Ms. Lee stated the M1 zone would be the only one that does not allow for RV Parks.

Mr. McDonald reviewed different options of buyers who are currently interested in some of the parcels and specifically the M1 zone.

Councilor McPhail said that if we allow the M1 designation now we can't take it back. If this company were to sell a different company could come in and not have to have it approved by Council. She is opposed to this designation but she does support the other designations.

Motion by Councilor Murdock to approve item as presented with no changes. Second was made by Councilor Baker.

Roll Call Vote:

Mayor Jenkins: aye

Vice Mayor Butner: aye

Councilor Whatley: aye

Councilor Murdock: aye

Councilor Baker: aye

Councilor LeBeau: aye

Councilor McPhail: nay

Motion carried 6-1.

9. **Discussion and Consideration of an appointed Sub-Committee to negotiate the Yavapai Apache Water Settlement Agreement.** Staff Resource: Russ Martin
Mayor Jenkins would prefer to use the term volunteer instead of subcommittee. Town Manager Russ Martin said a couple of volunteers are needed to work through water rights. Initially Vice Mayor Butner, Councilor Baker and Councilor McPhail volunteered. Mayor Jenkins expressed the need to narrow it down to only two volunteers. Vice Mayor Butner said he is afraid his time might be limited going forward during the day but would really like to volunteer. **Motion** by Councilor Murdock to appointed and approve 2 volunteers to negotiate the Yavapai Apache Water Settlement Agreement. Our members to include our Mayor Dee Jenkins, Councilor Jackie Baker and Councilor Cris McPhail. Second was made by Vice Mayor Butner.

Roll Call Vote:

Mayor Jenkins: aye

Vice Mayor Butner: aye

Councilor Whatley: aye

Councilor Murdock: aye

Councilor Baker: aye

Councilor LeBeau: aye

Councilor McPhail: aye

Motion carried 7-0.

10. **2020 Covid-19 Update – Staff Resource Russ Martin**

Financial Update-Russ Martin

Revenues are doing well. The numbers will be out shortly.

Operational Update- Town Manager Russ Martin

There are not enough vaccines to go around. Mayor Jenkins has worked hard trying to get a site here in Camp Verde. The numbers are slightly down. Northern Arizona Healthcare will be here on February 10th to look at potential sites. After they pick a site then we wait for doses.

11. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** *Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to A.R.S. §38-431.01(H))*

No public to speak.

12. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees Are Camp Verde Schools Education Foundation; Chamber of

Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.

Councilor McPhail attended Voices and Votes at the library, the Yavapai Apache Nation Meetings, and Verde Front Leadership Meetings. The Regional Transportation Group Meetings have been canceled. She met with Chairperson of Yavapai College Board and Economic Development person and also the Earth Day Committee with Yavapai Apache Nation. This year's celebration it is planned for April 24th and will be virtual.

Vice Mayor Butner said we should be involved with the Regional Transportation Group and get Camp Verde involved.

Mayor Jenkins attended the Verde Front, the Mayor's GAMA, the Supervisor's Meeting with the Health Department, and had a conversation with Senator Kelly

13. **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.

Town Manager Russ Martin:

- There will be a presentation from Yavapai Apache Nation in 2 weeks to present gaming funds.
- If something comes up and you cannot attend a meeting please let the Clerk's office know ASAP so they can adjust accordingly.

14. **Discussion and Consideration and Execution of the Town Manager's Annual Performance Review and/or Negotiations of the Town Manager's Employment Contract. Pursuant to A.R.S. §38-431.03(A)(1).** Staff Resource: Russ Martin and Brandy Cabrera. The Council may, by majority vote, recess the Regular meeting, hold an executive session and then reconvene the Regular meeting for discussion and possible action on this item as covered under A.R.S. §38-431.03 (A)(1). Russ has requested be done in executive session.

Motion by Councilor Baker to go into Executive Session. Second was made by Councilor Murdock.

Councilor LeBeau left room at 8:16pm

Roll Call Vote:

Mayor Jenkins: aye
Vice Mayor Butner: aye
Councilor Whatley: aye
Councilor Murdock: aye
Councilor Baker: aye
Councilor LeBeau: aye
Councilor McPhail: aye

Motion carried 7-0

Executive Session: 8:17 p.m.

Resume Meeting: 9:25 p.m.

15. Adjournment

Mayor Dee Jenkins adjourned the meeting at 9:25 p.m.



Mayor Dee Jenkins

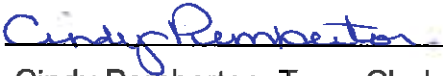


Attest: Town Clerk Cindy Pemberton

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 February 3, 2021. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 22nd day of February, 2021.



Cindy Pemberton, Town Clerk