

MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, MAY 5, 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, Deputy Town Clerk Virginia Jones and Rec Secretary Jennifer Reed.

3. Pledge of Allegiance

Vice Mayor Joe Butner led the Pledge.

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. Special Session – April 13, 2021
2. Work Session – April 14, 2021
3. Special Session – April 20, 2021
4. Executive Session – April 20, 2021 (recorded and on file)

b) Set Next Meeting, Date and Time:

1. Work Session – Friday, May 7, 2021 at 8:30 a.m.
2. Regular Session – Wednesday, May 19, 2021 at 6:30 p.m.
3. Regular Session – Wednesday, June 2, 2021 at 6:30pm.

c) Quarterly reports for the Planning Commission and Board of Adjustments & Appeals for the period of January through March 2021.

Motion made by Vice Mayor Joe Butner to approve the consent agenda as presented. 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.

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 public to speak.

6. **Special Announcements and presentations**

• **Presentations and Discussion of Funding for the Yavapai Family Advocacy Center**

Director of Yavapai Family Advocacy Center Missy Sikora gave a description of all the functions the center does. The Funding Request Letter will be available to Council Friday. Ms. Sikora explained they are asking for funding of \$8,446. She explained they have worked with surrounding agencies in the past.

• **Presentation and update by Camp Verde Chambers and Business Alliance members Sheri Hauser and John Smoley.**

Sheri Hauser and John Smoley who are representing Camp Verde Chamber and Business Alliance gave an overview of activities they have been busy with.

• **Presentation of the Verde Grown Initiative by the Economic Development Department and Local First Arizona**

Economic Director Steve Ayers and Jessica Bryson introduced Samantha Zah attending via zoom, who works with Local First Arizona. She gave an overview of the initiative along with a PowerPoint Presentation. (see attachment) She showed a couple logos for the program. The group was able to attend the Pecan and Wine Festival and worked with vendors. Goodfoodfinder.com is a directory which has information about Verde Grown and information about the local vendors. Verdegrown.com is the local website. She encourages people to promote it when and where possible.

• **APS Fire Mitigation and Summer Readiness Presentation**

NW Accounts Manager for APS Becky Rudd gave a PowerPoint presentation of fire mitigation and summer readiness. (see attachment) APS.com is a good resource for additional programs and safety tips. The APS app can alert customers of power outages.

7. **Discussion, Consideration and Possible Direction to staff to consider rescinding the Town of Camp Verde's Policies, Rules and Procedures for Town Council, Boards, Commissions, and Committees establish a best practices module and make considerations to transfer mandated policies to the Town Code.** Staff Resource: Cindy Pemberton.

Town Clerk Cindy Pemberton stated this item is brought to you by The Clerk's Office. They have reviewed the policies rules and procedures in its entirety. The language of the Policy was linked to the Arizona Revised State Statutes and the Town of Camp Verde, Code. It was identified that much of what was in the policies rules and procedures was redundant. The existing policy is not enforceable and often results in no action should the policies be broken. Holding Council and Boards responsible for these mandates has become challenging to uphold. The Clerk's office would like to create a best practices module for the Council, Boards and Commission to use actively without it being mandated. The Clerk's office will provide a best practices module and any current policy needing to be mandated, will become a part of the Town Code by a Council approved ordinance.

Motion by Vice Mayor Joe Butner to direct staff to proceed with Staffs Recommendations or that of the Council. Second was made by Councilor Murdock. Councilor Baker ask what is this modeled after. Ms. Pemberton stated best practices will be basically written without the word "shall". She went on to explain what a Best Practice Module might say and what is covered as an elected official.

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 for Council to Approve a letter to Congressional Representatives regarding the Economic Development Administration Grant and Sewer Expansion in the Qualified Opportunity Zone.** Staff Resource: Russ Martin.

Town Manager Russ Martin reviewed the background of this item. This letter is to our Senators at the federal level to get the point of clarity. All Council Members need to sign the letter.

Mayor Jenkins thanked Economic Development Department Steve Ayers and Jessica Bryson for putting the packet together.

Motion by Vice Mayor Joe Butner to Move to approve and submit the letter to Congressional Representatives regarding the EDA Grant and Sewer Expansion in the Qualified Opportunity Zone. 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.

9. Legislative Update. Staff Resource Russ Martin

Town Manager Russ Martin reviewed ongoing issues that are in the state capital and how they proceed through legislature.

10. 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)).*

Sue Moning spoke about the fire response on May 4, 2021 on North Verde River Dr. She stated Fire and the Marshall's Office did an incredible job protecting human life and wildlife. The also was a good community response from neighbors in the area.

11. Council Informational Reports. These reports are relative to the committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation. 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.

Vice Mayor Joe Butner stated the Turquoise Circuit is coming to Camp Verde towards the end of October or first part of November.

Councilor McPhail attended several meetings, including Yavapai Apache Tribal Council Meetings, a Strategic Planning Meeting, the Virtual Arbor Day, the Verde Front Meeting, and a couple of League Meetings.

Mayor Jenkins attended several meetings, including Verde Valley Mayor & Managers Meeting, the Verde Front Meeting, a Broadband Meeting, the Earth Day Celebration, a Strategic Planning Meeting with Local First, and a League Meeting on finance and budget. She was also able to attend the Ribbon Cutting at the grand opening of the Magic Wok.

12. **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:

- Retirement of Building Official Mr. Foreman. His last day is July 2nd.
- He will see everyone Friday at 8:30am for the Work Session.

13. **Adjournment**

Mayor Dee Jenkins adjourned the meeting at 7:50 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 May 5, 2021. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 20th day of May, 2021.



Cindy Pemberton, Town Clerk