

**MINUTES  
TOWN OF CAMP VERDE  
SPECIAL SESSION  
MAYOR AND COUNCIL  
473 S MAIN STREET, SUITE 106  
WEDNESDAY, SEPTEMBER 22, 2021 AT 5:30 P.M.**

**ZOOM MEETING LINK:**

<https://us02web.zoom.us/j/86008699394?pwd=bmlGdHd0blNaNU1kWkdMTFIYRU5Fdz09>

**One Tap Mobile: 1-346-248-7799 or 1-669-900-9128**

**Meeting ID: 860 0869 9394**

**Passcode: 126263**

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 5:30 PM.
2. **Roll Call.** Council Members Jackie Baker, Bill LeBeau, Cris McPhail, Jessie Murdock (arrived 5:36 pm), Robin Whatley, Vice Mayor Joe Butner, and Mayor Dee Jenkins
3. **Pledge of Allegiance** Councilor Jackie Baker led the pledge.
4. **Discussion, Consideration and Possible Approval of Awarding Bid # 21-148 Town of Camp Verde FY 21/22 Chip-seal project to Contractor: VSS International in the amount of: \$687,000.00, which includes base and alternate bid.** Staff Resource: Ron Long

Public Works Director Rong Long presented the latest version of the chip seal proposal. The proposal covers Area 3 and Salt Mine Road for a total cost of \$687k. Salt Mine Road surface is in need of chip seal, the crews have been maintaining it with crack seal. The estimate is more than was discussed earlier with Council. Mr. Long recommends completing all the roads listed in the proposal including the remainder of Area 3 and Salt Mine Road for a total of \$687k.

Town Manager Russ Martin suggested that Council consider the Main Street portion that is included in the bid. The required sewer work that has been discussed would entail tearing up Main Street which would mean tearing up the area that was chip sealed. Mr. Martin recommended that Council consider possibly doing the striping and minor repair without the chip seal. It would adjust the pricing down from the proposal and the area will likely be torn up again in the next few years.

Councilor LeBeau wanted to know how much of Main Street would be affected by the future sewer work.

Mr. Martin stated that it would be the entirety of what is considered Main Street. The sewer project timeline is at the earliest a year and a half, and realistically two years. Striping could make it look better in the interim.

Vice Mayor Butner pointed out that the Main Street section showed approximately 3,732 linear feet or 13,928 sq yards for square feet. He asked if Mr. Long had the cost estimate for those dimensions.

Mr. Long stated that for the Main Street portion the cost would be approximately \$35k for the chip seal with a \$1k or so adjustment for the striping and other items.

Councilor McPhail wanted to understand if chip seal gives structural integrity to roads.

Mr. Long explained to Council by asking that they imagine chip seal as the icing on top. It protects the road from water damage seeping in, adds about 5-10 years depending on traffic volume, and will armor some against heavy traffic.

Councilor McPhail asked if Council could consider completing the chip seal and when the sewer project is completed doing a slurry cover.

Mr. Long stated that Main Street would need to have the chip seal redone. The sewer project will be comprehensive and storm drainage is planned to be added at that time. Other utilities, such as electric and water, will also be consulted to see if there is anything else that needs to be added to the project during the construction.

Mayor Jenkins agreed with Mr. Martin's recommendation of taking the Main Street portion of the proposal off and reducing Town's expense for the project by \$35k.

Mr. Martin recommended amending the Motion by stating that the project is not to exceed \$660k.

**Motion** was made by Vice Mayor Butner that bid 21-148 be awarded to VSS International in the amount of not to exceed \$660,000, which includes base and alternate bid. **Second** was made by Councilor Jackie Baker.

**Roll Call Vote:**

Councilor Jackie Baker: aye  
 Councilor Cris McPhail: aye  
 Councilor Jesse Murdock: aye  
 Councilor Bill LeBeau: aye  
 Councilor Robin Whatley : aye  
 Vice Mayor Joe Butner: aye  
 Mayor Dee Jenkins: aye

**Motion** carried 7-0.

- 5. Discussion, Consideration and Possible Approval of Less Lethal and Simunition training equipment. Awarded amount to not exceed \$12,000.00.**  
 Staff Resource: Corey Rowley

Marshal Rowley did some training exercises with the Yavapai tribe and came to the

realization that some equipment was not currently available to the Department. Currently the Department has been using bean bag ammunition with shot guns. Most Departments are moving to more of a pepper spray deployment. This deployment is more expensive, but causes less traumatic injury and results in better compliance. Mr. Rowley presented council with some print outs that contained examples to demonstrate the difference in equipment. For this type of equipment there aren't alternate sources for bids. The manufacturer of the equipment Glock has even sublet the production of these Less Lethal firearms.

Councilor LeBeau said he has done this training and it is as real life as it gets. There are no better other options for this type of training exercises. Several scenarios can be done on and off the range.

Marshal Rowley stated that the Department plans to utilize the equipment during the training on November 17<sup>th</sup> at the Sedona Training Range. One of the ways they are planning to utilize the equipment is for traffic stop scenarios which are more commonly encountered in the field than barricaded scenarios.

**Motion** was made by Councilor McPhail to approve the purchase of Less Lethal and Simunition training equipment not to exceed \$12,000. Second was made by Vice Mayor Butner.

**Roll Call Vote:**

Councilor Jackie Baker: aye  
 Councilor Bill LeBeau: aye  
 Councilor Cris McPhail: aye  
 Councilor Jesse Murdock: aye  
 Councilor Robin Whatley : aye  
 Vice Mayor Joe Butner: aye  
 Mayor Dee Jenkins: aye

**Motion** carried 7-0.

**6. Presentation of the County's Broadband Plan and an update on the process and potential for the Town within the plan for future broadband expansion.**  
 Staff Resource: Russ Martin

Town Manager Russ Martin mentioned that the broadband cooperative plan underway and there is an opportunity to work with the County. Steve Ayers from Economic Development, who has been working on the initiative, is absent but Mr. Martin felt he would want to express to Council exciting it is to potentially obtain broadband internet service for Camp Verde.

Stan Goligoski Executive Director Yavapai County presented. Mr. Goligoski mentioned that the County had already successfully provided fiber lines to Schools and Libraries throughout the County. The county is receiving funding through the Relief Act for infrastructure. Since the fiber runs are already completed to the Schools, the county is postured really well to get the middle mile in to provide

service County wide. The County goal is to expand broadband services to homes and businesses throughout the county. The County has asked for a plan to be brought forward. There is leverage in numbers and the city populations help bring the cost down. The County would like to work together with the municipalities to complete the project.

Mr. Goligoski had a slide presentation for Council. It showed seven providers currently for broadband. Out of these seven there is only one provider that can provide speeds that the SEC considers fast internet. The County is an underserved or not served community currently. The locations that have high speed delivery include 74 schools and libraries that have been connected through the prior project. The project to bring broadband to the Schools and Libraries was achieved through funding from the Federal Corporation Commission of 1.8 million dollar funding, RFP awarded added an additional 1.7 million, and the Provider contributed 1.3 million to complete the project. After the completion of the project there was a 87% price reduction and the locations were able to obtain 700 mb for the same price they were paying for 70mb service. The more funding the County can obtain up front the easier it is to negotiate a rate that the provider does not have to recover from the customers.

Camp Verde already has a fiber line to the Library and School. These are the local convergence points where broadband service can spider web out from. There are different ways to get the fiber out to the community with the goal of reaching all businesses and residential areas.

Work would begin when the award is received from the RFP and be completed within an 18 month plan to reach any municipalities that have decided to enter a partnership with the County for the broadband service. All other locations will be connected in the remaining 6 months. The cost of partnership would be \$2,670,000 and the initiative partnership amount would be \$534,000. The \$534k is what the City would need to approve to spend in order to enter the partnership with the County.

Mayor Jenkins wanted to clarify that individual homeowners and businesses would still have a choice to keep the ISP they currently have. Mayor Jenkins asked how negotiated rates come into play as part of the RFP.

Mr. Goligoski responded that weighted costs are part of the criteria. A higher rate may not mean higher score.

Town Manager Martin informed Council that the funding would need to come out of the Rescue Money available to the City. The funding available is not much more than the County request. He encouraged council to ask any questions or get any clarifications they felt they may need in order to make a decision in the future regarding the funding. Mr. Martin also wanted Council to consider other additional demands and the sewer over the next few years. The main line sewer is going to cost more than was estimated. There will also be a few small projects that are tens of thousands that will come up although Council has already went through several of them. Currently the City has about \$800k or so of unallocated funding.

Councilor Baker mentioned that this item seems like more of a broader project and that it would be accomplished in a sooner time frame.

Mr. Martin commented on the advantages of not needing to pull staff resources. The County would be leading the project and there would be no need for the City to provide a project manager for something of this scope. This opportunity is exciting because the planning, design, and execution are already included.

Mayor Jenkins commented that the spending and cost are hard to swallow, but the Town has broadband issues because of the size. The Town also needs to provide something like broadband services because of the pandemic. Mayor Jenkins agreed that this project would not tax City Staff resources.

Councilor McPhail stated she felt that if Council can build something that will stand the test of time then we've done our jobs fairly well. She also commented that affordability is an issue for people to have access to broadband.

Mr. Goligoski agreed that the service has to be affordable.

Councilor McPhail asked if there was a price point provided.

Mr. Goligoski mentioned that the County would like to ask that there be a program written in for low income families in the RFP. The County would like to see it the broadband service provided universally.

Councilor Murdock works at the school and supports this program. During the pandemic School staff needed to send paper packets because of the availability. The School also did a program to provide mobile hotspot devices, but they were gone within a week. Ms. Murdock wanted to know if there is any private interest in support of the project.

Mr. Goligoski said that the ISP will kick in a certain amount. There are groups that do kick in for private funding. He is hearing that there is some private funding coming in.

Councilor Baker commented that the timing is good to allow communities to share in the cost.

Mayor Jenkins mentioned there was a blue card from the public on this topic.

Cheri Wishmeyer is excited about the possibility of getting decent internet in the area. She remembers a few years ago trying to negotiate for better service that was unsuccessful from a specific ISP. There is not reliable internet service in the Verde Lakes area and she is concerned about the student's needs in the community.

Mr. Goligoski mentioned that they are drafting an agreement in the weeks ahead to present to Council for a formal vote. Mr. Goligoski stated they have addressed Sedona and other surrounding communities. They have been received well

everywhere. They still need to go to Dewey-Humboldt.

James Gregory District 2 Yavapai County Supervisor presented that with the project the cost will be reduced and provide substantial speed increases. The project is also shovel ready with a timeline of 18 months.

**7. Presentation, Discussion and Possible Direction to staff regarding a future Public Safety Complex.** Staff Resource: Corey Rowley Steve Ayers and Blake Carroll from Provident Real Estate Ventures.

Marshal Rowley gave a brief background on the project. About two years ago they started looking at the current facilities and the potential of getting the government offices relocated off of Main Street. They were looking at moving the current city offices to the building that the Department is using. He spoke with Steve Ayers and looked at a few different options for the project. He was introduced to Blake Carroll and has been working on the project with Provident Real Estate Ventures. Sherriff Roads, Yavapai County Center, John Hewey, among others have contributed and showed interest in the project. The proposal is for a building that has other entities coming into it as a shared space and cost. The tribe needs a space for a substation, and space for child forensic interviews and exams are two examples of needs that could be met with this project. Future discussions with park services and other entities are planned if things are moving in the right direction. Tonight the project is being presented to Council in order to listen to Blake and provide Town Manager Russ Martin with information for future discussions.

Blake Carroll Provident Real Estate Ventures presented and has been working with Marshal Corey Rowley on this project. Mr. Rowley had completed some preliminary work with an architect that works on this type of facility. Provident started discussions with that architect. The project would be located between lot 17 and 18 near the RV storage facility. The grandiose preliminary vision was priced out and costs were pretty high. There has been some work to modify the initial plan for a model that can be completed more efficiently. The original site plan just shows the Casa Grande facility dropped onto the site. That floor plan for the facility was priced out. The floor plan was paired back to a more economical plan. The fire department will not be relocated into the new facility in the current model. That piece was removed. The foot print for the Yavapai Apache tribe would also be reduced along with other shared spaces.

Marshal Rowley mentioned that he had attended a meeting with the Sherriff. It was agreed that there needed to be quite a bit of shared space to make the plan feasible. Along with working out reductions from shared spaces there were other things in the initial plan that were removed. Such as holding cells and the EOC portion that were not needed. After the modifications they were able to reduce the footprint from approximately 50,000 square feet to approximately 30,000 square feet. Among the spaces that were kept in the plan there is a regional training facility and amphitheater style room for conferences.

Mr. Carroll commented that Provident would develop and own the facility. The facility

would then be leased to the Town. Because the facility is being built by a private entity they would be able to subvert the public procurement process. This will allow them to stay competitive through their private developer status.

The current presented layout is not as efficient as it will be. The layout was completed by a contractor for the purpose of doing some pricing. The current layout is a place holder for square footage.

Mayor Jenkins inquired if the lease agreement would be solely with Camp Verde and the City would sublet unused spaces.

Mr. Rowley stated that is a question for Town Manager Russ Martin and requires further discussion. Tonight the first step is to present the design to Council and plan for further conversations later.

Mr. Martin stated that the other questions will be worked out. This project would be another opportunity that does not require a lot of town resources to get completed and the project planning and building would be completed by Provident.

Mayor Jenkins wanted to express her appreciation for the time and money spent by Provident in getting this far. She remarked that Provident has shown it is supporting the town that they are doing business in.

Mr. Rowley believes that Provident is committed to finding ways to making this project happen. The location is right at the junction and is located in a premium spot. It opens the opportunity for the town to utilize the current space for expansion.

Councilor Baker mentioned she has been waiting for this to be on the agenda for council to discuss. Having a center like that in a perfect location would be a great benefit for the community.

Marshal Rowley is excited to open up the conversations on the development and feels that the combined unit is an opportunity to do something great in the community by working together.

Mayor Jenkins commented that Marshal Rowley had some other folks present in support of the project.

Marshal Rowley invited David Roades Yavapai County Sheriff Missy Sikora Yavapai County Family Advocacy Center Director to say a few words about the project.

David Roades, Yavapai County Sheriff, came to support the continued discussions on this topic. There is a need for collaboration and shared resources. There are eleven municipalities and the other half are in unincorporated areas. No agency has the resources and money for acquire all of the needed resources, space, and equipment. It makes sense for agencies to come together in a combined effort and share. Marshal Rowley's project has come further than other projects and Sheriff Roades commented that Marshal Rowley has brought forward a design, land, and

investors. There is still some work to do with the board supervisors. The project could potentially be one of the coolest things in the state.

Missy Sikora Yavapai County Family Advocacy Center Director discussed how the Center serves the entire county. They offer, among other services, medical forensic and forensic interviews with children. The current Center is located in Flagstaff. Having something available in the Verde Valley that doesn't require a commute to get these services done is invaluable. Having the resources locally is amazing to think about. They have wanted to provide a more local service, but have found difficulty getting some kind of space to operate out of. There is not a place where someone in your community can come quickly and access the services that are required for victims and law enforcement.

Marshal Rowley asked if Ms. Sikora knew the statistics of annual cases.

Ms. Sikora stated that about 1180 victims per year coming through county wide. Around 40% come from Verde Valley side of the hill. There is a lot of people that may not know about the Center or do not obtain services because they feel like the accessibility is inconvenient.

Marshal Rowley also commented how having a Center tied into the building adds an extra sense of security for victims when something terrible is happening.

Ms. Sikora stated that the agency has amazing partnerships with all of the municipalities. Having something on this side of the hill would help the victims and also take burden off the detective's availability when extra care is needed. There are only so many hours in a day and so many cases on their desks. Transportation time for getting to the Center should be taken into account.

Marshal Rowley believes that, besides the organizations already expressing interest, there will be other organizations which will want to utilize the space once it is built and there is space available.

Mayor Dee Jenkins wanted to confirm that there are entities who are just looking for direction for where they can go.

Mr. Martin let Council know that they needed confirmation from Council that this project is something that staff time should be spending time pursuing.

Council agreed that Town Staff should be continuing work on the project.

## **8. Presentation Discussion and Possible Direction to staff regarding future office space needs by various departments. Staff Resource: All Departments**

Mr. Martin commented that this Council Session is the cart before the horse scenario. Council heard a potential solution before the problem with the last agenda item. Now the topic is what the future looks like for space needs for various Town Departments. The point in this session is just to introduce the problem. In future



sessions Council will hear possible short and long term solutions.

Mr. Martin stated that Ron Long and Jeff Bowers have a larger problem due to the various things happening in Public Works, so they will be presenting first.

Mr. Long showed Council a handout with the square footages and the floor plan of the 300 building. The map is notated with current and possible usage in the future. The perception being that the Town has what is needed and will be staying relatively similar over the next year. When the new maintenance building is completed at the park the current maintenance space opens, but will require some remodeling. There may be a Water Division soon and that will need to be located in the Public Works building. The Parks and Recreation office is currently in the front of the building and would be relocated to the current maintenance space. They would open a door through the gymnasium and improvements such as the current flooding issue would be repaired. Finance would be moved to the front. That is the needs over the next 4-5 years to shuffle and take in the Water Company will require funding to remodel. Mr. Long invited council to visit the new office space and conference room which was completed by Jeff's crews. The project saved cost but added burden to the department.

Councilor Baker inquired when the maintenance building would be ready.

Mr. Long estimated it is about a year or a year and a half away from completion. The rest of the park project will be finished within a year, which includes fields, tennis courts, and the other items that were planned for the park. The project just started the design phase because the project was on hold for funding. The maintenance space will be a metal two story building approximately 5k-6k square feet with shops below and offices on the second floor.

Mayor Jenkins inquired where the Water Company employees would be located in the meantime.

Mr. Martin said that they will be discussing that item in a Council session in a few weeks. Mr. Martin also mentioned that HR has space that is needed. The plan may mean that Departments will be moved to group them in a way that makes sense.

Mike Showers Finance Director presented on their space requirements. The Department will be bringing in a clerk at the end of the year. Mr. Showers mentioned that the space required is currently insufficient to bring in the extra position. The Department is looking for around 300 square feet to put in an extra employee. If finance takes on records for the Water Company then additional square footage, two staff members, and extra file cabinets would need to be added. It is important that finance documents be moved as little as possible to ensure security. The Department needs are 300-800 square feet depending on how things move with the Water Company acquisition.

Mr. Martin clarified that Finance may be handling the billing portion of the Water Company instead of Public Works.

Melinda Lee Community Development presented next and stated that the Department is reaching a critical juncture. Community Development is more than maxed out and overflowing. They have taken some space from other Departments as a temporary solution. They currently have 1994 square feet and Ms. Lee believes the Department needs are about 3885 square feet functional space and anticipated growth by 2023. Currently the Department has nine work stations available. There was some creative organization and two new spaces were fit in. They are tight and not conducive for what they should have. The reorganization will work for now until the Department can obtain better quarters. Community Development deals with very large documents and a lot of documentation that requires space. Lobby space and space for reference material is also needed. The Department also plans to propose an additional employee hybrid building inspector position. Community Development also is in need of a scanner to enable the disposal of hard copies. The Department is also in need of a larger space to facilitate meetings. Currently they are utilizing the conference room in the Director's office and have borrowed Economic Developments conference room. The Department needs a conference room separate from Director's office. Additionally, the break room is cramped and only allows for one person to utilize the space at a time. Extra storage space is needed for file storage, and tool storage. Tool storage is for code enforcement and to maintain properties.

Mr. Martin commented on the need for expansion in the Council area for the public attendance of meetings. He also commented on the type of storage available. For example the current clerk storage is not secure storage. The space is fine, but the type of storage needs to be updated. Additionally when the pandemic happened it brought forth future space issues for the 400 square foot. Getting expansion there is necessary moving forward. During the October 13<sup>th</sup> work session Council will start to delve into proposed solutions that we've thought about and costs. Council can look at what happens first and the domino effect to Departments. In the meantime Council should look at some of these presented spaces to be familiar with the various Departmental needs.

**9. Adjournment** Mayor Jenkins adjourned the meeting at 7:16 PM.



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 for the Town Council of Camp Verde, Arizona, held on September 22, 2021. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 7<sup>th</sup> day of October, 2021

Cindy Pemberton  
Cindy Pemberton, Town Clerk