

**MINUTES  
TOWN OF CAMP VERDE  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S MAIN STREET, SUITE 106  
WEDNESDAY, OCTOBER 6, 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 Jesse Murdock, Councilor Jackie Baker and Councilor Cris McPhail are present.

**Also Present**

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

**3. Pledge of Allegiance**

Councilor LeBeau led the Pledge.

**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 15, 2021
2. Special Session – September 22, 2021

**b) Set Next Meeting, Date and Time:**

1. Work Session – Wednesday, October 13, 2021 at 5:30 p.m.
2. Regular Session – Wednesday, October 20, 2021 at 6:30 p.m.
3. Work Session – Wednesday October 27, 2021 at 6:30 p.m.

**Motion** made by Councilor Baker 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))*

Sheri Hauser, Secretary of Chamber of Commerce gave an update and reviewed a list of upcoming events. Clarification: Grand Opening for Verde Ranch RV is October 17<sup>th</sup>.

6. **Special Announcements and presentations**

- **Proclamation Designating the Town of Camp Verde as a Destination Marketing Organization for the purpose of coordinating tourism promotion with the Arizona Office of Tourism.**

Mayor Jenkins read the proclamation and declared it so.

- **Proclamation Declaring December 31, 2021 to be Yavapai Big Brothers Big Sister's 50<sup>th</sup> Anniversary.**

Erin Mabury the Executive Director of Yavapai Big Brothers Big Sisters gave a presentation of the program and an example of how the program gives back to the community. Mayor Jenkins read the proclamation and declared it so.

7. **Discussion, Consideration, and Possible Approval to adopt Resolution 2021-1077 - A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, A MUNICIPAL CORPORATION OF ARIZONA, TO AUTHORIZE THE MAYOR TO SIGN ALL DOCUMENTS NECESSARY TO COMPLETE THE PURCHASE OF THE CAMP VERDE WATER COMPANY.** Staff Resource: Russ Martin

Town Manager Russ Martin stated this purchase has been discussed for several years and we are now ready to proceed with the purchase. The value of \$10,000,000 was determined by negotiating and is in line with the Camp Verde Water Companies last asset valuation. Mr. Martin stated it is important for the public to know that this purchase will be made and paid for by the revenues that the water system produces and will not be coming from any other department or general funds or taxpayer dollars. The pursuit of this has been paid for by the general fund but the actual cost of purchase will be paid by the revenues collected from the amount necessary to currently operate the system.

Councilor LeBeau took issue with the real and personal property that will be retained by the seller. He thinks if we are paying this much for a water company then it should come with all of the assets of the water company. He also feels there should be a complete list of all assets.

Vice Mayor Butner would like the asset explained. Mr. Martin explained some equipment on the property is used for other “companies” outside the water company, equipment that we would probably not use anyways. Some of the vehicles are property of family members. Everything the Town would need to operate the water company is coming over. The Bullard Family equipment will be taken out.

Vice Mayor Butner asked about the CCN certificate; why are they retaining it? Mr. Martin explained that it will cease to exist after we purchase it, we don’t need it.

Vice Mayor Butner asked if there are any projections concerning WIFA? Mr. Martin stated the next agenda item addresses this. Closing will potentially be the end of November or beginning of December. Vice Mayor Butner asked about interest rates, will they be different? Mr. Martin explained new rates are listed October 1<sup>st</sup>. They are not expected to be higher than the listed anticipated rate. We would still be within the range of tolerance of what we can afford.

Vice Mayor Butner asked what the projected water rates will be for people who are currently using water. Mr. Martin stated the Council cannot raise rates; it is against the law. Vice Mayor Butner asked what if we discover repairs and unanticipated expenses. Mr. Martin stated there are safeguards in place to cover issues that may come up. The Due Diligence Report covers maintenance. The Town should see more revenues to cover debt and maintenance issues.

Vice Mayor Butner asked if we are seeking WIFA funding to provide a cushion? Mr. Martin said we don’t anticipate the need for additional cash flow; this shouldn’t be necessary because of how the cashflow sits.

Vice Mayor Butner asked if they have received any certification regarding their ability to supply water. Mr. Martin stated the Volume of Use of Water was certified by the State of Arizona. Justin Bullard did some calculations for the Council to show how the number is determined. The Designation of Adequate Water Supply is renewed every 10 years with the last certification done in 2016. The next certification is due in 2026.

Councilor Baker asked if we feel confident having done as much research that is possible? Mr. Martin said yes, we will run into issues but will take care of it as it comes up.

**Public Comments:**

Cheri Wischmeyer- asked about the Due Diligence Report? Has it been discussed in a public meeting or is it a public record? She said the public has not been able to review the documents or know what is happening. She also asked how wages compare to town employees? Will this not cause employee relations problems. She is also concerned with how old the water lines are.

Tony Gioia- thanked the Council. He is proud it will be paid for by income and not taxes, and not by raising the rates for customers. He expressed appreciate for making the Water Company a public utility.

Robert Foreman- Urged the Council to accept this agreement.

**Council Discussion:**

Vice Mayor Butner asked regarding the Due Diligence Report, it hasn't been available for public? Mr. Martin stated it was not public because the agreement was still in negotiation. Council had it to use in negotiations. It can be available today after this evenings meeting, unless the agreement is not agreed upon.

Councilor LeBeau asked if there were any considerations for assets we're not getting. Mr. Martin stated no.

Councilor McPhail stated she had 4 days to review the 700 page report. It is very detailed and covers everything. It was determined that the water company was worth \$10 million dollars and would have revenue without raising rates. She is assured by the report we are getting value for the money spent.

**Motion** by Councilor Murdock to approve Resolution 2021-1077, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, a Municipal Corporation of Arizona, to authorize the mayor to sign all documents necessary to complete the purchase of the Camp Verde Water Company. 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: nay

Councilor McPhail: aye

**Motion** carried 6-1.

Mayor Jenkins signed document and posed for pictures.

8. **Discussion, Consideration, and Possible Approval to adopt Resolution 2021-1078 - A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, A MUNICIPAL CORPORATION OF ARIZONA, TO AUTHORIZE THE APPLICATION FOR A DRINKING WATER STATE REVOLVING FUND (DWSRF) LOAN FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA.** Staff Resource: Russ Martin

Town Manager Russ Martin stated this is the first step to obtain WIFA Funds. This resolution authorizes staff to complete the application and submit all the documents to the WIFA Board. Approval will get us the necessary funds to purchase the Camp Verde Water Company. Following the board's approval, Council will be given documents to

consider that will outline the amounts, including the years, rate and payment schedule for final consideration. The potential closing date is expected in December.

**Motion** by Councilor Murdock to approve Resolution 2021-1078, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, a Municipal Corporation of Arizona, to authorize the application for a Drinking Water State Revolving Fund (DWSRF) Loan from the Water Infrastructure Finance Authority of Arizona. 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** passes 7-0.

9. **Discussion, Consideration and Possible Approval of Resolution 2021-1074 – A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, AMENDING AND ADOPTING FEES FOR THE TOWN SERVICES FOR FISCAL YEAR 2021-23 AND SUPERSEDING RESOLUTION 2021-1065.** Staff Resource: Mike Marshall and Russ Martin

Town Manager Russ Martin stated the current fee schedule is not in compliance with State Law. We need to ensure taxpayers resources are not unintentionally supporting political issues of any kind.

Mike Marshall first explained why he is wearing a hat in front of Council, it is in support of Breast Cancer Awareness Month. He went on to review the details of the fee schedule. This new schedule will bring us in compliance with State Law.

Mayor Jenkins asked who determines who is political and who is not. Mr. Marshall stated it will be him and Clerks Office. They will consider all aspects of each group and look at them individually. There will be a learning curve.

Councilor LeBeau asked if we have set a fee for each library room? Mr. Marshall stated the fee schedule doesn't specify which room. They will have to figure out the details internally.

Councilor LeBeau asked how do you justify the rate difference with each field rental. Mr. Marshall stated the difference is with the quality of the specific field.

**Public Comment:**

Cheri Wischmeyer-cannot find A.S.R.S. 900-5.14 as stated on the fee schedule. Mr. Marshall stated that is a type error and it should be A.S.R.S. 9-500.14. Ms. Wischmeyer

is also concerned about the rates being charged, a group may not be able to afford the fee.

**Motion** by Vice Mayor Butner to approve Town of Camp Verde Proposed FY 22 Fee Changes. 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** passes 7-0.

10. **Discussion, Consideration and Possible Approval of Resolution No. 2021-1075 – A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, DESIGNATING THE TOWN CLERK AUTHORITY TO APPROVE SPECIAL EVENT LIQUOR LICENSES, FARM WINERY FESTIVAL LICENSES, AND CRAFT DISTILLERY FESTIVAL LICENSES FOR EVENTS HELD IN THE TOWN OF CAMP VERDE.** Staff Resource: Cindy Pemberton

Town Clerk Cindy Pemberton stated that House Bill 2334 amends AZ Revised Statutes 4-203.02, 03 and 4-205.11 by allowing the Council to select a designated person to approve the liquor licenses then they wouldn't need to wait for the following Council Meeting for approval. By designating the Town Clerk, this would create a quicker turnaround time for the applicants. The Clerk would then forward the license on to the AZ Department of Liquor, Licenses and Control. The special event liquor licenses will continue to be reviewed by the Marshall's Office and the Community Development Department for compliance. Regular licenses will be processed as usual. Ms. Pemberton stated the Council will still be notified of all the events.

**Motion** by Councilor Baker to approve Resolution No. 2021-1075 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, delegating authority to the Town Clerk for approval of Special Event Liquor Licenses pursuant to Arizona revised statutes 4-203.02, Farm Winery Festival License pursuant to Arizona Revised Statutes 4-203.03, and Craft Distillery Festival. Second was made by Councilor Murdock.

**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.

*Meeting Break 7:51pm*  
*Meeting Resume 7:56pm*

11. **Discussion, Consideration and Possible Approval of Resolution No. 2021-1076 – A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, URGING THE ARIZONA INDEPENDENT REDISTRICTING COMMISSION TO KEEP RURAL ARIZONA TOGETHER BY CONSIDERING AND ADOPTING THE PROPOSED BASE CONCEPT DISTRICT MAPS.** Staff Resource: Russ Martin

Town Manager Russ Martin gave a background of this agenda item. Mayor Jenkins would like to see if other scenarios that come before Council that might be more suitable. She doesn't feel the urgency to make a decision tonight. Mr. Martin said Council can make a decision now or you can wait. You will have options down the road.

Councilor Baker stated Council needs to keep up on what is being discussed. She thinks it is a good idea to keep looking at this for a while. Communities need to make a statement and decide but stay on top of it.

Councilor Murdock asked if mayors discussed this topic during the Manager and Mayor Meetings? Mayor Jenkins said yes they have discussed it. There are multiple redistricting going on right now and it continues to be an ongoing discussion.

Mayor Jenkins would like to continue discussing this with other mayors and come back with information from other communities.

Councilor Whatley would like to see included plans that pertain to us as Verde Valley, or with our immediate neighbors.

**Item died for lack of a motion.**

12. **Public Hearing followed by Discussion, Consideration and Possible Approval for a Class 7 (Beer and Wine Bar) Liquor License Application #07130020 for Andrea Dahlman Lewkowitz, Agent -Verde Ranch RV Resort - located at 1105 N Dreamcatcher Drive, Camp Verde, AZ 86322.** Staff Resource: Cindy Pemberton

Town Clerk Cindy Pemberton stated the application was received, notices were posted properly, and fees have been paid. The Marshall's Office and Community Development Department have reviewed the application and have no concerns.

**Public Hearing Open: 8:07pm**  
No Public Comments

**Public Hearing Closed:** 8:08 pm

**Council Discussion:**

No discussion

**Motion** by Vice Mayor Butner to approve Class 7 (Beer and Wine Bar) Liquor License Application #07130020 for Andrea Dahlman Lewkowitz, Agent-Verde Ranch RV Resort-located at 1105 N. Dreamcatcher Drive, Camp Verde, AZ 86322. Second was made by Councilor LeBeau.

**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.

**13. Discussion, Consideration and Possible Approval of letter supporting Sedona's request for Redistricting.** Staff Resource: Russ Martin

Town Manager Russ Martin stated that the City of Sedona requested it be kept intact in both a Congressional District and a Legislative District. They are specifically asking that the city be kept intact and not be split by county lines. The city also requests an outcome that maintains the Verde Valley communities of Sedona, Village of Oak Creek, Cottonwood, Camp Verde, Jerome, and Clarkdale, as well as the Yavapai Apache Nation, together within congressional and legislative districts.

**Motion** by Councilor Baker to approve the letter of support of Sedona's request for redistricting. Second was made by Councilor Murdock.

**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.

**14. 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.

- 15. 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.

Councilor Baker attended the Verde Ranch Estates Grand Opening.

Councilor McPhail attended Marshall's Youth Board Organizing Meeting, the Verde Ranch Estates Grand Opening, the final Economic Development Strategic Planning Meeting, and the Yavapai Apache Nation Tribal Council Meetings. Ms. McPhail was also a judge during the Little Britches and Petticoats Contest.

Vice Mayor Butner has been riding with the Calvary and preparing for Fort Verde Days this weekend. He is looking forward to the rodeo and parade scheduled for this Saturday.

Councilor Murdock thanked the community, she recently attended a fundraising event for Faith Moore. She was amazed the girls raised \$9,000 through the cornhole tournament.

Mayor Jenkins attended the biweekly Mayor/Managers Meeting, the Verde Ranch Grand Opening where she toured the facilities and model homes, she attended the Opening Ceremony for the Special Olympics Bocce Tournament, she also participated in a Friends of the Verde River video interview and answered questions about being a mayor and what municipalities do in support of the Verde River. She also attended a Local First Meeting at the Library.

- 16. 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:

- COVID Update: Hospitals are busy. We are at a 40% vaccination rate in Yavapai County. Booster shots should be available approximately October 20<sup>th</sup>.
- We could use a parade announcer as well as parade volunteers, and gate volunteers. See the Parks and Rec Department if you or someone you know is interested.
- Marshall Rowley gave a report on fatal accident. Safety inspector had a massive heart attack. He asked if text messages have been received through Info Rad. Information on major incidences will be sent out via text. He wants Council to know what is happening in the community.

**17. Adjournment**

Mayor Jenkins adjourned the meeting at 8:30 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 October 6, 2021. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 25<sup>th</sup> day of October, 2021.

  
\_\_\_\_\_  
Cindy Pemberton, Town Clerk