

**(Corrected) MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, NOVEMBER 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, Councilor Jesse Murdock, and Councilor Cris McPhail are present. Councilor Jackie Baker is absent.

Also Present

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

3. Pledge of Allegiance

Councilor McPhail 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. Work Session – October 13, 2021
2. Regular Session – October 20, 2021
3. Special Session – October 27, 2021
4. Special Executive Session – October 27, 2021 (recorded & on file)

b) Set Next Meeting, Date and Time:

2. Regular Session – Wednesday, November 17, 2021 at 6:30 p.m.
3. Regular Session – Wednesday, December 1, 2021 at 6:30 p.m.
4. Regular Session – Wednesday, December 15, 2021 at 6:30 p.m.

c) Approval and Possible Appointment of Veronica Pineda as Assistant Magistrate.

Vice Mayor Butner had some corrections: to the:

1. In the October 13, 2021 Work Session Minutes on page 5, about midway down the sentence should say, "*Vice Mayor Joe Butner mentioned that the ~~Town~~ **County** used to have some modular buildings that they rotated around and utilized.*"
2. In the October 20, 2021 Regular Session Minutes on page 7 in Councilor McPhail's report, the spelling of Amanda's last name should be **Honwytewa**
3. In the October 20, 2021 Regular Session Minutes on page 8 in Vice Mayor Butner's report, the sentence should read, "*Improvements to the shoulder of Middle Verde Road ~~may~~ **could** be problematic.*"
4. In the October 20, 2021 Regular Session Minutes on page 8 in Mayor Jenkins report the spelling of the Senator's last name should be spelled, **Sinema**.

Motion made by Vice Mayor Butner to approve the consent agenda with the minutes as corrected. Second was made by Councilor McPhail. **Motion** carried 6-0.

Mayor Jenkins would like to move agenda Item 9 to right before Item 13.

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))*

John Martinez with the Verde Valley Sinfonietta, gave out booklets on the sinfonietta. He explained a sinfonietta is a smaller, organized orchestra and they perform at the Sedona Performing Arts Center. Their next performance is Sunday, November 7, 2021 at 2:30p.m. You can get more information or purchase tickets at www.vvsinfonietta.org.

Sheri Hauser from the Chamber gave an update.

6. **Special Announcements and presentations**

- **Proclamation Declaring November 27, 2021 as Small Business Saturday**
Mayor Jenkins read the proclamation and declared it so.

7. **Discussion, Consideration and Possible Approval of up to \$135,000 using Gila Communications and Motorola to replace dispatch consoles with New K Core Motorola consoles and accompanying software/hardware.** Staff Resource: Corey Rowley.

Marshal Rowley stated that due to recent failure of dispatch consoles have required Gila Communications to temporarily "Band Aide" our current system that is beyond its years and has left them with only one temporary dispatch console. There are no available parts for this equipment that can even be serviced. If our current temporary fix goes down we will absolutely be without dispatch services.

Original funding approved on August 18, 2021 under Gila quote #2046 was \$110,000.00. The replacement equipment in dispatch cost is \$135,000.00 for a total of both not to exceed \$245,000.00. If the replacement is done at the same time as the work on the mountain, it would save on labor funds.

Councilor McPhail asked what funds can we use for this? Town Manager Russ Martin stated this could come out of the Capital Improvement Fund.

Motion by Councilor Murdock to approve and amend current standard professional services agreement for Communication System work by Gila Communications to replace dispatch consoles with needed software and hardware by adding \$135,000 for a new not to exceed total of \$245,000. Second was made by Councilor McPhail. Motion passes 6-0.

8. Discussion, Consideration and Possible Approval regarding office relocation and potential use of the soon to be vacated Archeological Center at 295 S. Main Street. Staff Resource: Russ Martin

Town Manager Russ Martin stated Economic Development Department gave a proposal to the council to use this space. The lease expires in June. The Town could move the Economic Development Department into the space. Mr. Martin described how the building could be used and the remodeling that would need to be done. Staff is asking to utilize the space in the moment and reorganize the other buildings/office spaces.

Councilor LeBeau did not like the idea of letting the Town occupy the Archeology Center. It is a prime piece of realty on Main Street. He suggests offering incentives to open business' in that spot and to convert it to commercial use asap.

Councilor Whatley said the Town has a severe lack of space. She thinks we need to hold on to every inch of space as we are out of space. She likes the idea of having the Economic Development on Main Street. Open a Business Center like the one in Cottonwood.

Vice Mayor Butner said having the Town occupy the space is the exact opposite step we should take if we want more businesses on Main Street. We do not need more government on Main Street. He gave a number of alternatives for the Economic Development Department to move into.

Motion by Vice Mayor Butner to direct staff to begin the process for sale of the Archeology Center once the center would be completely vacated or the lease is up whichever came first. The consideration for what land would come with the building to ensure adequate parking/access is consistent with zoning/use requirements into the future. Second was made by Councilor LeBeau.

Councilor McPhail is opposed to selling the building. We have opportunity to have more business. The Marshall Office will be available soon after the Justice Center is built. We should **use** our space wisely.

The motion was clarified and read back into the record by Vice Mayor Butner. *“direct staff to begin the process for sale of the Archeology Center once the center would be completely vacated or the lease is up whichever came first. The consideration for what land would come with the building to ensure adequate parking/access is consistent with zoning/use requirements into the future.”*

Councilor Murdock feels that keeping this building would show case to potential investors in the community. There is more to the Town than Main Street and they are marketable.

Mayor Jenkins researched this item. She does support the Economic Development Plan. Space is a problem and is needed. Her opinion is to intend to sell it long term but support the Building Department and their growth. Temporarily use the Archeology Center with the caveat of selling it. There are other empty spaces on Main Street. It is the nicest space and would need the least amount of work for buildings on Main Street. Having Economic in front of Public Works would still solve our goal of having them being on Mainstreet and being the face of our marketing development.

The motion was again read back into the record by Vice Mayor Butner. *“direct staff to begin the process for sale of the Archeology Center once the center would be completely vacated or the lease is up whichever came first. With consideration for what land would come with the building to ensure adequate parking/access is consistent with zoning/use requirements into the future.”*

Roll Call Vote:

Mayor Jenkins: no

Vice Mayor Butner: aye

Councilor Whatley: no

Councilor Murdock: no

Councilor Baker: absent

Councilor LeBeau: aye

Councilor McPhail: no

Motion failed 4-2.

Motion by Councilor Murdock to approve the temporary use for a Business Center and relocate Economic Development Center to the Archeological Center as space allows until such time as Town Council directs an alternative use or possible sale. Second was made by Councilor McPhail.

Vice Mayor Butner asked Mayor Jenkins to clarify where she thinks the Economic Department should move to. Mayor Jenkins stated she would support, in the short term, is for Economic Development to move temporarily into the Archeology Center with the goal of them relocating to Public Works at the time the center is sold. This would be temporary. She does not want to hold on to the building indefinitely.

Vice Mayor Butner stated the motion does not say anything about a time frame. Mayor Jenkins stated her understanding is that they plan to remodel Public Works in a year. So the maximum time would be a year.

Vice Mayor Butner would need a limitation stated in the motion for him to support it.

Councilor Murdock didn't want to put a time limit in her motion with everything going on right now. The need is now, there are a lot of moving pieces. The best option is to continue with the property we have now.

The motion was again read back into the record by Councilor Murdock, *"move to approve the temporary use for a Business Center and relocate Economic Development Center to the Archeological Center as space allows until such time as Town Council directs an alternative use or possible sale."*

Roll Call Vote:

Mayor Jenkins: no

Vice Mayor Butner: aye

Councilor Whatley: no

Councilor Murdock: no

Councilor Baker: absent

Councilor LeBeau: aye

Councilor McPhail: no

Motion failed 4-2.

Motion by Councilor Murdock to approve the temporary use for a Business Center and relocate Economic Development to the Archeological Center as space allows until such time or review upon (1) year as Town Council directs an alternative use or possible sale. Second was made by Councilor McPhail.

Vice Mayor Butner wants to have a time limit on it and not a "review". He would like the motion to say not to exceed 1 year. He cannot support the motion as presently stated.

Councilor Whatley cannot predict what will happen in the future. She supports reviewing it again in one year.

Councilor Murdock read the definition of review. If it is necessary in a year then we should sell it, if it is not necessary we should hold on to it.

Councilor LeBeau doesn't think if there is no time limit stated then we will never get those offices out of there.

Mayor Jenkins asked the manager for clarification. Would that prompt him to bring this item back to Council in a year to review? Mr. Martin stated yes. We will be talking about this in a budget cycle. It will be formalizing direction to get a formal review to possibly sell or a different use of the property.

Councilor McPhail asked Mr. Martin what happens if something happens in three months? Mr. Martin stated the Council has the opportunity to bring it forward at a meeting.

Public Comment:

Dori Blair, Public Works Analyst, would like the Council to consider that they cannot guarantee to secure the materials to remodel the offices.

Roll Call Vote:

Mayor Jenkins: yes

Vice Mayor Butner: no

Councilor Whatley: yes

Councilor Murdock yes

Councilor Baker: absent

Councilor LeBeau: no

Councilor McPhail: yes

Motion passes 4-2.

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)).**

No public to speak.

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.

Councilor McPhail attended Trunk or Treat on Halloween, the Marshall's Youth Board, and the Yavapai Apache Nation Tribal Council Meetings.

Councilor Murdock attended Trunk or Treat on Halloween and thanked the Council for hosting the event on Halloween.

Councilor Whatley attended the Fire Department Open House on Cherry Road. She also thanked the town staff for doing the chip seal.

Mayor Jenkins participated in the Verde Valley Raceway at the Equestrian Center and waived the green flag. She also attended the ribbon cutting of the Cherry Road Fire Station as well as the biweekly Mayor/Managers Meeting, joined the Web X for the WIFA Meeting, and the Halloween Trunk or Treat on Main Street.

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:

- WIFA loan was formally approved, the rate will be below 2% for 25 years.
- Town offices will be closed on Veteran's Day.
- The Town is hosting a big event this weekend. The Block Party is set for Thursday, November 4, 2021 from 6pm-11pm, a Rodeo on Friday night and Saturday during the Day as well as night. We anticipate a significant crowd.

9. **Discussion and Consideration of the Town Manager's Quarterly performance review and/or negotiation of the Town Manager's employment contract.** Pursuant to A.R.S. § 38-431.03(A)(1); Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body. Staff Resource: Russ Martin

Motion by Councilor McPhail to adjourn to Executive Session. Second was made by Councilor Whatley. **Motion passes 6-0.**

Meeting break: 7:34pm

Meeting resumes:

13. **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 November 3,

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

Dated this 23rd day of November, 2021.

Cindy Pemberton

Cindy Pemberton, Town Clerk