

MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, MARCH 2, 2022 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 Jenkins called the meeting to order at 6:32 p.m.

2. Roll Call

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

Also Present

Town Manager Russ Martin, Deputy Town Clerk Virginia Jones, Town Clerk Cindy Pemberton and Recording Secretary Jennifer Reed.

Suddenlink is down and there is no internet service for ZOOM.

3. Pledge of Allegiance

Marshal Rowley led the Pledge.

Mayor Jenkins took a moment of Personal Privilege to acknowledge the Ukrainian people and their brave defense of their country against a Russian Invasion of a peaceful and sovereign nation. Her prayers are with them.

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– February 16, 2022
2. Special Executive Session – February 16, 2022 – Sewer Design (recorded - on file)
3. Special Executive Session – February 16, 2022 – Public Safety Bldg. (recorded - on file)
4. Regular Session– February 16, 2022
5. Executive Session – February 16, 2022 (recorded - on file)

b) Set Next Meeting, Date and Time:

- 1) Work Session - Thursday, March 10, 2022, at 5:30 p.m.
- 2) Special Session - Wednesday, March 16, 2022, at 5:00 p.m.
- 3) Regular Session - Wednesday, March 16, 2022, at 6:30 p.m.

Councilor Whatley would like to pull Item 4.a.(4) “*Approval of the Regular Session Minutes of February 16, 2022.*” **Motion** made by Councilor McPhail to approve the consent agenda without Item 4.a.(4) as presented. Second was made by Councilor Baker. **Motion** carried 6-0.

Councilor Whatley would like to correct the motion on page 17. It should read, “On a Motion made by Councilor Whatley...” and not Councilor McPhail. Town Clerk Cindy Pemberton stated this has

been changed. **Motion** made by Councilor McPhail to accept the minutes of February 16th as corrected. Second was made by Councilor Whatley. **Motion** carried 6-0.

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 gave a Chamber update.

6. **Special Announcements and presentations**

- **Proclamation – Proclaiming Saturday, March 6, 2022, World Lymphedema Day.**

Councilor Murdock read the proclamation. Mayor Jenkins declared it so. Elisa McGinnis gave a presentation. She asked if everyone would change their lights blue on this day. She said that if you go to Amazon smile you can pick a lymphedema nonprofit where 10% of your proceeds will go towards research. She will provide a link to the Clerk.

- **Camp Verde Marshal’s Oath of Office for Jacob Zeid and Dustin Richardson**

Lieutenant Dan Jacobs administered the Oath of Office to Jacob Zeid and Dustin Richardson. Councilor Murdock thanked the department for all they do.

- **Update and presentation by the Community Development Department on the Status of the Department, Permit Activity, Office Expansion, and Future Changes.**

Community Development Director Jon Knight gave an update about the changes to the department. Mr. Knight had the staff introduce themselves. SR Planner- BJ Ratlief; Permit Clerk- Cory Mulcaire; Certified Building Code Official- Roxanne Jasman; Permit Technician- Kimberlee McCune; and Plans Examiner- Kimberly Brokamp.

7. **Discussion, Consideration and Possible Approval of Ordinance 2022-A465 AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, FOR AN APPLICATION SUBMITTED BY ATLANTIC DEVELOPMENT FOR A ZONING MAP CHANGE FROM R1-PAD (Residential: Single Family-Planned Area Development) TO R2 (Residential: Duplex & Other Multi-family) ON PARCEL 403-23-104X, LOCATED ON HOMESTEAD PARKWAY COMPRISING APPROXIMATELY 28 ACRES.** Staff Resource: John Knight

Mayor Jenkins commended Mr. Knight on all the agenda items and the information that is submitted for each one. Mr. Knight acknowledge Ms. Ratlief and Ms. Mulcaire for their contribution on the information in the packet.

Mr. Knight said this item is a recommendation from Planning and Zoning Commission to approve a zoning map change for affordable housing. The RFP was submitted for a loan fund. Staff feels that this is a good location for multifamily housing.

Motion made by Councilor Baker to approve Ordinance 2022-A465 an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for an application submitted by Atlantic Development Company Inc. for a Zoning Map Change. The request is for a change from R1-PAD (Residential: Single Family-Planned Area Development) to R2 (Residential: Duplex & Other Multi-family) on parcel 403-23-104X, located on Homestead Parkway comprising approximately 28 acres. This

ordinance shall be affected 30 days after its passage and approval according to law. Second was made by Councilor Murdock. **Roll Call:**

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

Motion carried 6-0.

8. Discussion, Consideration, Possible Ratification and Approval of Application for Extension of Premises/Patio Permit for Kevin Norton-Salt Mine Winery located at 526 West Salt Mine Road Camp Verde for the purpose of increasing serving area. Staff Resource: Cindy Pemberton

Town Clerk Cindy Pemberton stated this is request to ratify an extension of premises-patio permit. Staff previously signed off on the Patio Permit assuming it was a special/temporary increase. After reviewing the application staff realized the application was for a permanent extension and is requesting Council to Ratify the application and approve.

Councilor Baker asked how much more seating space will this add. She is concerned with additional traffic and parking. Councilor Murdock said it in the legend at the bottom of the map.

Motion made by Councilor Whatley to approve an application for Extension of Premises/Patio Permit for Kevin Norton-Salt Mine Vineyards located at 526 W Salt Mine Road to increase serving area. Second was made by Councilor Murdock. **Roll Call:**

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

Motion carried 6-0.

9. Discussion, Consideration and Possible Approval of Application for Extension of Premises/Patio Permit on existing Liquor License #03133021, Alex Goetting-Verde Brewing, located at 724 N Industrial Drive Unit 7A, Camp Verde, Arizona 86322.

Town Clerk Cindy Pemberton stated the applicant is requesting a permanent extension of premises-patio permit to allow for Cold Storage. CVMCO and Community Development have no issues in regards to this request.

Motion made by Councilor Baker to approve an application for Extension of Premises/Patio Permit on existing Liquor License #03133021, Alex Goetting-Verde Brewing, located at 724 N Industrial Drive Unit 7A, Camp Verde, Arizona 86322. Second was made by Councilor Murdock. **Roll Call:**

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

Motion carried 6-0.

10. Discussion, Consideration, and Possible Direction to Attorney and staff regarding current letter of

engagement with Moyers Sellers, Ltd. To include but not limited to: hourly rate and possible contract. Staff Resource: Russ Martin

Town Manager Russ Martin stated the Town has engaged Mr. Steve Wene as the Town's Water Rights Attorney through Moyers Sellers, Ltd. A rate change request is to go from \$195 an hour to \$235 an hour. This is a professional service through our procurement policies whereby the Town can engage directly with a selected professional for service.

Motion made by Councilor McPhail to direct staff to renew the letter of engagement for the new rate of \$235/hour with Moyers/Sellers. Second was made by Councilor Baker. **Roll Call:**

Councilor Baker: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Whatley: aye

Vice Mayor Butner: aye

Mayor Jenkins: aye

Motion carried 6-0.

11. Call to the Public for items not on the agenda. (Please complete Request to Speak Card and turn in to the Clerk.)

Cheri Wischmeyer questioned if page numbers could be put on the online copy of the agenda. Ms. Pemberton stated the website actively does have the page numbers.

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 Baker sent her thanks to Councilor LeBeau for his service while on the Council.

Councilor McPhail attended the Yavapai Apache Nation Tribal Council Meetings, a car wash/bake sale, and a meeting regarding the Verde Lakes Pond/Verde Lakes Corporation.

Mayor Jenkins attended the Verde Valley Mayor and Managers Meeting, a PSPRS Meeting, and met with marshal regarding Yavapai Apache Nation Officer that was injured.

13. 2020 Legislative Update – Staff Resource Russ Martin

Town Clerk Cindy Pemberton has attended multiple meetings with AZ League and Intergov as the designate lobbyist. Some current bills that Towns and Cities would like to bring to Council's attention are:

- HCR2028 Minimum Law Enforcement Expenditures ~ OPPOSE
- SB104TPT Administration Remote Sellers ~ OPPOSE
- HB2749 TPT Prime Contracting Exemptions and Alterations ~recommending a NO vote
- HB2701 TPT Prime Contracting Tax Base
-

Ms. Pemberton stated if there are other bills Council would like her to look into, just send her an email and she will report on it at the next update.

14. 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: Stopped in to the Parks and Rec department to volunteer at the Pecan and Wine Festival. This is scheduled for Saturday, March 19th and Sunday, March 20th,

starting at 11am each day. Mayor Jenkins would like the Parks and Rec Department to send an email out to remind Councilors to sign up.

- 15. Update, Discussion and Consultation with the Town Attorney for legal advice regarding water and land agreements with the Yavapai-Apache Nation. The Council may, by majority vote, recess the special 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)(2); (A)(3); (A)(4); (A)(5); (A)(6).**

Motion made by Councilor Whatley to recess and go into Executive Session pursuant to A.R.S. code that was recited earlier. Second was made by Councilor McPhail. **Roll Call:**

Councilor Baker: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Whatley: aye

Vice Mayor Butner: aye

Mayor Jenkins: aye

Motion carried 6-0.

Recess: 7:25 pm.

- **Reconvene Open Session**

Resume: 8:56 pm

- 16. Discussion and Consideration and Execution of the Town Manager's Annual Performance Review. Pursuant to A.R.S. §38-431.03(A)(1). 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).**

Motion made by Councilor Baker to recess and go into Executive Session pursuant to A.R.S. code that was recited earlier. Second was made by Vice Mayor Butner. **Roll Call:**

Councilor Baker: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Whatley: aye

Vice Mayor Butner: aye

Mayor Jenkins: aye

Motion carried 6-0.

- **Recess into and hold Executive Session pursuant to A.R.S. §38.431.03 (A)(1)**

Recess at 8:59 p.m.

- **Reconvene Open Session**

- 17. Adjournment**

Mayor Jenkins adjourned the meeting at 10:00 p.m.

Dm Jenkins

Mayor Dee Jenkins

Cindy Pemberton

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 March 2, 2022. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 17th day of April, 2022.

Cindy Pemberton

Cindy Pemberton, Town Clerk