

**MINUTES**  
**TOWN OF CAMP VERDE**  
**REGULAR SESSION**  
**MAYOR AND COUNCIL**  
**473 S. MAIN STREET, SUITE 106**  
**WEDNESDAY, AUGUST 17, 2022 at 6:30 P.M.**

Note: Council member(s) may attend Council Sessions either in person, by telephone, or internet/video conferencing.

1. **Call to Order** – Mayor Jenkins called the meeting to order at 6:30 pm.
2. **Roll Call.** Council Members Jackie Baker, Cris McPhail, Marie Moore, Jessie Murdock, Robin Whatley, Vice Mayor Joe Butner, and Mayor Dee Jenkins.

**Others present;** Town Manager Russ Martin, Town Finance Director Mike Showers, Town Clerk Cindy Pemberton, Assistant Jadie Edwards, Transcriptionist Dana Donahue.

3. **Pledge of Allegiance** was led by Councilor Baker.
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– July 27, 2022 at 5:00 p.m.
2. Regular Session – August 3, 2022 at 6:30 p.m.
3. Executive Session – August 3, 2022 at 7:35 p.m. (recorded and on file)

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

- 1) Regular Session – Wednesday September 7, 2022 at 6:30 p.m.
- 2) Work Session – Wednesday September 14, 2022 at 5:30 p.m.
- 3) Regular Session – Wednesday September 21, 2022 at 6:30 p.m.

- c) **Acceptance of a Mitigation Grant in the amount of \$109,000 from AZ State Parks and Trails and award of the contract to Tierra Verde Contractors per Job Order Contract # 17-123 to construct improvements to the Box T Trailhead requiring no Town financial match. Staff Resource: Steve Ayers**

- d) **Approval of a Letter of Support for the Prescott National Forest for a Land and Water Conservation Grant that will be used to purchase and protect 52,000 acres on the Upper Verde River Watershed.** Staff Resource: Steve Ayers
  
- e) **Approval to adjust the wage scale for the Deputy Town Manager position from salary range 35 (\$136,741 Minimum) to salary range 32 (\$118,122 Minimum).** Staff Resource: Russ Martin

Councilor Whatley requested the Council pull Work Session Agenda item 4a1.  
Councilor Baker requested pulling Agenda Items 4c and e.

Mayor Jenkins would like to schedule an Executive Session at 5:30 pm on September 7.

Vice Mayor Butner and Councilor McPhail stated they would not be available on that date.

Mayor Jenkins withdrew her request.

**Motion by Councilor Moore** to accept the Consent Agenda except for items 4a1 and 4c and 4e.

**Seconded by Councilor Baker.**

Vote:

Councilor Baker-aye  
Councilor Murdock-aye  
Councilor Moore-aye  
Councilor McPhail-aye  
Councilor Whatley-aye  
Vice Mayor Butner-aye  
Mayor Jenkins-aye

Motion passes 7-0

Councilor Whatley addressed the changes to the July 27 minutes, specifically page 11. Councilor Whatley requested the sentence changed from "Camp Verde's Budget" to "Cottonwood's Budget was presented." Councilor Whatley also requested the minutes changed to, "Councilor Whatley liked the way *Cottonwood's Budget* was presented. She requests more narration "in our *Camp Verde Budget* and a few more visuals." Two paragraphs down, Councilor Whatley requested the verbiage changed to "the *Cottonwood Budget* documentation was very simple."

Mayor Jenkins clarified with the Town Clerk that changes to the minutes had been submitted to the Clerk's office.

Town Clerk Cindy Pemberton replied yes.

Councilor Baker referred to Agenda Item 4c, specifically page 65 of the State Parks document. She stated that the Town *may* be providing \$28,211.60 in volunteer staff and cash match. Councilor Baker wanted to make sure that documentation is correct for the public.

Councilor Baker continued, referring to item 4e. She stated large amounts of money such as those listed, should be on a Regular Agenda item, as opposed to a Consent Agenda item, because of the monetary amount being discussed.

**Motion by Councilor Baker** to accept agenda items 4a1, 4c and 4e, with the noted changes.

**Seconded by Councilor Moore.**

Vote;

Councilor Baker-aye  
Councilor Murdock-aye  
Councilor Moore-aye  
Councilor McPhail-aye  
Councilor Whatley-aye  
Vice Mayor Butner-aye  
Mayor Jenkins-aye

Motion passes 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))

**Jeffery Noonan**, a member of the public, spoke concerning Parks. He stated he was a Park Ranger in New York for 30 years. One of the parks in New York had a war memorial with names of the war dead including those in the Civil War. He would like to propose naming the Equestrian Center, The Camp Verde Memorial Park. He suggested finding a location to place a plaque with a stone for military veterans at the Center and involving various youth groups to participate in the dedication. VFW and other organizations could participate in the development of the memorial. He stated that it is important for the youth to understand the history of this country.

**Brianna Murdock**, a member of the public, spoke regarding the Sports Complex and the Work Session last week, which she attended. She wanted to know the status of APS (Arizona Public Service) in relation to the Sports Complex. At the Work Session it was stated that APS was sitting on the submitted plans. She reached out to a friend at APS who told her the plans were approved and submitted to the Town in March of this year. She stated APS had not heard back from the Town until last Thursday.

Mayor Jenkins requested Mr. Martin to follow up on the APS issue.

## 6. **Special Announcements and Presentations:**

- **Quarterly Report from Town Clerks Office.** Staff Resource Cindy Pemberton  
Town Clerk Cindy Pemberton spoke regarding the Clerk's Office Quarterly Report. She stated the following.

- The Town issued 25 new business licenses to date.
- Approved 4 specialty liquor licenses.
- Over 200 public records requests were submitted to the Town.
- Hired Administrative Clerk, Jadie Edwards.
- Preparation for the 2022 primary elections with the new location being the Towns Community Center (gym). Outstanding feedback from the community.
- Town Clerk personnel attended various training.
- Reminder; Clerk personnel will be out of the office attending the League of Cities and Towns Annual Conference from August 30 to September 2.
- Preparing for the General Election in the next few months.
- Conducting internal training with staff.

- **Quarterly Report from Public Works.** Staff Resource Dorie Blair

Town Manager Russ Martin spoke, representing Dorie Blair. He stated the Town has hired a new Public Works Director. Welcome the new Public Works Director.

- **Streets Division** has spent a lot of time cleaning up from storms and additional work at Verde Lakes and the pond. There have been issues with downed trees, creating an emergency. Town Staff has spent considerable time cleaning up the fallen trees. Several citizens have taken the cut wood for woodburning stoves. This is a great help to the Streets Crew.
  - Salt Mine Road had an issue with recent flooding. There is a

retention area above the road needing review.

- **Storm Water** is working at mowing, to keep areas clean and free of weeds.
  - Creating bar-diches along Main Street to direct storm water runoff.
- **Maintenance** is working hard to keep the weeds around Town cut and the Town Pool free from algae. The Town is advertising for additional staff for the Maintenance Division.
  - Building Conference room- remodeled by staff.
  - Building Utility offices also remodeled by staff.
- **Wastewater-**
  - 90% complete on the Design of the State Route 260 Sewer Extension Project (toward Cottonwood). Council will work through this throughout the fiscal year. Rick Engineering and the Utility Division meet weekly. Meetings with the commercial neighbors are being scheduled.
  - Separation of commercial extensions (JOC # 22-157)
  - Rebuilding some existing sewer lines damaged by storms north of I17(JOC # 22-159).
- **Water Division** is brand new.
  - Work is commencing on a water service line on Main Street.
  - The department is also working to prepare for next years budget.
  - Preparing a three-to-five-year plan for any Capital needs in the future.
- **Parks and Rec-**
  - Sports Complex soft opening was on June 6, joint effort of Streets, Maintenance, Parks and Rec and Marshalls office.
  - **Events** are successful and staff is working on future events. Staff is trying to catch up.

Councilor Moore asked Mr. Martin about the online payment option for sewer and water services. Mr. Martin replied it is a software issue that staff is working on. The two software programs between Water and Wastewater are trying to be reconciled. Getting Water's billing system merged with the Town's billing system software is taking some time.

Councilor Moore stated this option is not coming anytime soon.

Mr. Martin replied that is correct. Billing and meter reading must be merged for each account. This needs to be put together so there is consistency in the process. It is hoped by the end of the year, that Water and Sewer will be combined. Mr. Martin stated the biggest issue is the meter read and how it reconciles to each account. It is desirable

for the Town to have the online option.

Mayor Jenkins reiterated that this issue was addressed by Mr. Showers in the previous meeting. She stated Mr. Showers told her the issue is being addressed and may take six or seven weeks.

Mr. Martin returned to the discussion of Events, referring to the recent Cornfest.

- Cornfest went well. The Town should encourage local Non-Profits to participate in Town Events.
  - 75 vendors and 5500 people participated and attended this year's Cornfest.
  - Meals on Wheels benefited from the sale of over 570 ears of corn.

Mayor Jenkins asked about the Cornfest data. According to the metrics, Cornfest had a thousand less visits this year than last year.

Ms. Pemberton corrected the conversation stating that discussion will be addressed in the Economic Development portion.

- **Engineering**
  - Busy with plan reviews, and resident concerns regarding stormwater and drainage issues.
  - Recent retirement of Ron Long.
  - The new Director of Engineering will arrive soon.
- **Quarterly Report from Economic Development.** Staff Resource Steve Ayers

Economic Development Staff Member, Crisi Clark spoke representing Economic Development.

- Funding for the meat processing plant has been approved by the State for \$9.7 million dollars. The facility will be 10k square feet. The University of Arizona has put together a committee to include Camp Verde.
- The Frentec Company closed on the two parcels on Cherry Creek Road. This will be a 80K square foot facility and a \$40 million dollar investment. The facility will create up to 215 competitive wage jobs.
- A meeting has been scheduled for September 7th with Yavapai College to promote a Workforce Program.
- Business and Innovation Resource Center, BRICK, will officially open on August 25<sup>th</sup>.
- Workshop for business owners and those looking to open a business is scheduled for September.
- NACOG and Yavapai College provided computer equipment for

- people in the area to find jobs.
- Sedona Now, a radio station in Sedona, will be airing a special on Camp Verde September 15<sup>th</sup>.
  - Arizona Congress Authority will promote Camp Verde in the film industry. Arizona State Legislation has approved \$75 million dollars in tax credits to the film industry.
  - Camp Verde was nominated for Business Leadership Awards for promoting career development and Camp Verde's excellent employee retention.
  - A new, streamline version of Visit Camp Verde website will be available in October.
  - Trails are being completed, specifically the Circle Trail which encompasses Camp Verde, Cottonwood, Clarkdale, Sedona and Rimrock. Trail maps are being created.
  - Staff Involvement with the West Clear Creek Recreation and Restoration Program stewardship program sponsored by the Nature Conservancy.
  - Staff attended the Arizona Governors Conference on Tourism.
  - Staff attended the Rural Policy Forum sponsored by Local First in Winslow Arizona.
  - Staff met with candidates of the grow facilities to discuss their particular economy, water conservation and future plans.

Economic Development Staff Member, Sean Brooks spoke representing Economic Development.

- Staff is working with Economic Collaborative of Northern Arizona, ECONA to promote regional attraction.
  - Utilization of "Buckston" a data software designed to gather data.
- Staff utilizes Golden Shovel, an Economic Development tool that specializes in creating websites.
- Staff is working with retail owners and developers, utilizing 'AI' to leverage Camp Verde's location.

Mayor Jenkins asked Mr. Brooks what Economic Development is doing about obtaining another grocery store.

Mr. Brooks replied the Town is working with software called 'Placer' and ECONA to gather data to entice a grocery store to this area. The Town must build a pursuit package, additionally the Town needs a location for an additional grocery store.

Mayor Jenkins clarified that Economic Development is actively working to obtain another grocery store for Camp Verde.

Mr. Brooks replied yes, Economic Development has identified, through data gathering, what type and size of grocery store might best fit the community. This takes time.

- o Cornfest this year saw less people. It was hotter this year. Although there were less people, those attending stayed longer.

Councilor Baker asked Mr. Brooks who the members of the ECONA Collaborative included.

Mr. Brooks replied members are professionals, not necessarily members of the community.

Councilor Baker clarified that this is a single person that provides contacts within different communities.

Mr. Brooks replied yes, through Steve Ayers.

Councilor Whatley attended the Cornfest. She said the vendors were very happy, and several sold out. It was a wonderful time for everyone.

Mr. Brookes agreed, the vendors were happy with the Cornfest. The Economic Development Department received several inquiries through the website from vendors asking how they can participate in the future. Economic Development is working hard to gather data to do additional targeted advertising.

Councilor Moore stated Economic Development is doing an excellent job.

**7. Discussion, Consideration, and Possible Approval amendment to the Town's Salary Plan by adding the Water Division job descriptions to include the Water Division Manager, Water Division Foreman, Water Operator and Utilities Clerk to the Plan. Staff Resource: Russ Martin**

Mr. Martin spoke regarding page 137 of the salary plan, explaining that additional qualifications were added to the job descriptions.

Charlotte Salsman, a member of the public, spoke regarding Titles and Division Heads. She stated she does not agree and does not find titles for employees necessary. She also wanted to know when the Water and Sewer billing will be combined, how will a person be billed if they have water but not sewer. Ms. Salsman is opposed to the employee titles being created. She then spoke regarding the recent flooding of Salt Mine Road. Ms. Salsman relayed to the Council of a friend of hers on oxygen who was distressed because of the delay of her husband due to the flooding on Salt Mine. Ms. Salsman stated the issue should be fixed as soon as possible.

Councilor Baker spoke regarding the job descriptions and salary levels. She asked if the salary stated is an increase from when the Water Company was private, or an increase since the employees now work for the Town.

Mr. Martin replied the salaries were equivalent between the private water company and



the Town Salary. The Town gave the new Water employees an 8% increase because they are behind on retirement and did not receive a COLA or merit increase. It is same with Wastewater.

Mayor Jenkins asked about the net impact of the Water employees' take home pay.

Mr. Martin replied the 8% was intended to make sure the employees take home pay was roughly equal to what they were making before the transition.

Councilor Baker asked if the previous Water Company employees had a retirement plan.

Mr. Martin replied yes, but their matching requirement (retirement contribution) was lower with a private company.

Councilor Moore asked about the Rate Study. She wanted to know if the Rate Study will address the billing issues mentioned previously, specifically if a citizen was on Town Water, but not Sewer, or Sewer, but not Water.

Mr. Martin replied that each issue will be addressed when the Rate Study is done. There will have to be an alternative for those folks that don't use water but have sewer. These are separate funds for separate accounts to pay for separate staff.

**Motion by Councilor Baker** to approve an amendment to the Town's Salary Plan by adding the Water Division job descriptions to include the Water Division Manager, Water Division Foreman, Water Operator and Utilities Clerk to the Plan.

**Seconded** by Councilor Whatley.

Vote;

Councilor Baker-aye

Councilor Murdock-aye

Councilor Moore-aye

Councilor McPhail-aye

Councilor Whatley-aye

Vice Mayor Butner-aye

Mayor Jenkins-aye

Motion passes 7-0

8. **Discussion, Consideration and Possible Revision of Ordinance 2022-A467, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for a Zoning Map Change, subject to Stipulations, from RR-2A and PAD to C2-PAD for 87 acres located at 3445 S. Grapevine Way, Camp Verde, Arizona which is also known as Alcantara Winery and Resort. Staff Resource: John Knight**

Economic Development Director John Knight spoke via zoom. He referred to page 149 of the packet. At the bottom of the page is the corrected motion. He told the Council that this is not a change to the Ordinance; this is changing the motion, so the motion accurately reflects the title of the Ordinance. This is a technical error.

**Motion by Councilor Moore** to approve a Revision of Ordinance 2022-A467, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for a Zoning Map Change, subject to Stipulations, from RR-2A and PAD to C2-PAD for 87 acres located at 3445 S. Grapevine Way, Camp Verde, Arizona which is also known as Alcantara Winery and Resort

**Seconded** by Councilor Baker.

Vote;

Councilor Baker-aye  
Councilor Murdock-aye  
Councilor Moore-aye  
Councilor McPhail-aye  
Councilor Whatley-aye  
Vice Mayor Butner-aye  
Mayor Jenkins-aye

Motion passes 7-0

9. **Discussion, Consideration, and Possible Direction to the Manager to prepare and submit the 2022 Election Ballot for two (2) members from candidates around the state to serve on the Board of Trustees for the Arizona Municipal Risk Retention Pool.** Staff Resource: Russ Martin

Town Manager Russ Martin spoke regarding this item. There are seven candidates. He is the voting delegate and is requesting direction from Council to vote for two.

Mayor Jenkins would like to put forward William Oster.

Councilor Baker approved Mary Jacobs.

Council Baker approves both Mary Jacobs and William Oster.

Mr. Martin clarified that Mr. Oster is the Risk Manager for Surprise Arizona and Ms. Jacob is the Town Manager for Oro Valley.

Mayor Jenkins clarified that the agenda item did not require a vote, merely direction for the Town Manager.

10. **Discussion, Consideration, and Possible Direction to reestablish the Parks and Recreation Commission.** Staff Resource: Russ Martin

Mr. Martin spoke regarding this request. He told Council the Parks and Recreation Commission was eliminated prior to his (Mr. Martin) arrival because of a drop in Town Staffing levels. This has currently changed. The Town has the staff to support this item, but if approved, will take time away from the regular duties of Town Staff.

Councilor Baker informed Council that the Town eliminated the Commission in the past because of the amount of time it required. Since the Town has grown, the Parks system has grown. In the past, it was difficult to obtain volunteers for the board. However, it is possible people will volunteer. She stated it would be a good idea to reestablish the Parks and Rec Commission with input from Town Staff.

Councilor Whatley stated Council should not move on this item until Parks and Rec Director Mike Marshall is consulted. Councilor Whatley was part of the Parks and Rec Commission in the past, and states the Commission was burdensome because of rules associated with the open meeting law. She stated a Commission will cause additional work for Staff. It may take some decisions away from Parks and Rec Director Mike Marshall. Councilor Whatley referred to page 187, stating these are items that staff needs to take care of, not a Commission. It would be better to have Committees. Committees would allow for open and free discussion. There are too many rules with a Commission. In the past it was decided to do away with the Commissions, except for Planning and Zoning, because they were so burdensome and involved more work for Staff.

Councilor Murdock stated she worked for the Town in the 2008 when the Town had a Parks and Rec Commission. She stated the Commission worked well, but it was more work for Staff. She asked Mr. Martin the difference between a Committee and a Commission.

Mr. Martin replied Commissions are restricted and formal. Members of Commissions are appointed by Council. Committees are informal, such as the Tree Committee, which meet, discuss and bring requests to the Town Manager or Council.

Councilor Murdock asked if any person of the public had requested a Parks and Recreation Committee/Commission.

Town Clerk Cindy Pemberton stated there was a member of the public on Zoom wishing to speak on this matter. She also stated the copy of the resolution in the packet was merely reference from a previous resolution several years ago.

Councilor Murdock stated she worked for Parks and Rec in the past. The Commission was more work and structured, requiring much the same documentation and rules as the Council. If the Council moves forward, Councilor Murdock would like to see a Parks and Rec Committee before a Commission.

Shaylee Brady, a member of the public, stated (via written document read by Ms.

Pemberton) she was in favor of this item and wanted to be involved.

Mayor Jenkins stated this item is an attempt to get the public more involved in Parks and Rec.

Councilor Moore stated she researched other Towns that have Parks and Rec Commissions vs Committees. She read several descriptive narratives of Cottonwood, Chino Valley and Clarkdale from their Committees, Commissions and Boards descriptions. Councilor Moore stated our Town is growing and having a Committee and or Commission for Parks and Rec could get people more involved. It will give the public more of a voice. She is aware a Commission is more work for staff, but it could mean more help for staff as well. She stated it really comes down to the public and what they can do for the Town.

Ms. Pemberton clarified that Commissions, Boards and Committees are all appointed by Council and adhere to the same policies, standards and rules.

Councilor Baker stated Council does not appoint Committees. Commissions report to Council on a regular basis. This gives Council more information about the Town and the needs of the community. She is in favor of a Parks and Rec Commission.

Ms. Pemberton stated she would do further research into this area because every municipality is different. Ms. Pemberton will submit her findings to Council.

Councilor Whatley is in favor of Committees. She stated that Committees are specific to each area. Committees are also not appointed. People that join Committees do so for each area that they are interested in. The public can form a Committee to address issues that can be presented to the Council. Councilor Whatley stated Commission members are appointed, and that can leave some people out. Committees involve more people.

Councilor McPhail stated she is on the Tree Committee. The Committee is successful because it is informal and has good leadership. The leader is the one that gets things going. Councilor McPhail approves of forming a Parks and Rec Commission. Let the Commission determine what they need to address. The Town has been trying for quite some time to do a Master Plan, input from a Parks and Rec Commission for long term planning would be invaluable. Councilor McPhail supports a Parks and Rec Commission.

Vice Mayor Butner stated he was on the Trails Committee that was established by Steve Ayers. It was very successful.

Councilor Moore stated that Cottonwood had a Youth Advisory Commission. She read the Commissions narrative. She stated this program involves the youth and is overseen by the Parks and Rec Commission. She stated the Parks and Rec Commission will potentially address multiple topics and needs people that would be

committed to it.

Councilor McPhail stated there was a Youth Advisory Commission in Camp Verde that was devastated by Covid.

Jeffery Noonan, a member of the public, suggested that having a commission for everything, it will get bogged down. Perhaps having a Town Commission could oversee the Committees.

Councilor Whatley stated there was a Youth Advisory Committee and it was strong prior to Covid. They were involved in many activities.

Councilor Murdock asked for direction from Staff regarding involving the public. She wanted to know the best way this could be accomplished.

Mr. Martin replied that Staff will eventually need a formal decision from Council on this matter. If Council is not going to decide now, he requested Council give Staff some direction on how they would like to proceed regarding a Parks and Rec Commission.

Mayor Jenkins stated a Commission is more formal, which will give it a voice to Council. A Commission is a positive thing. Mayor Jenkins stated a Committee may not have the 'weight' a Commission would carry.

Ms. Pemberton replied that according to Town code, that both Commissions and Committees possess the same legal requirements. Any committee will be held to the same standards. There are only minor differences between the two in Town Code.

Councilor Whatley stated Council should not decide this matter until consulting Parks and Rec Director Mike Marshall.

Ms. Pemberton told Council a member of the public, Daniel Doria, is requesting to speak via zoom, regarding a question about his business, not the current issue. Ms. Pemberton stated he should be heard during a Call to the Public.

Ms. Pemberton reiterated to Mr. Doria that the Council cannot respond in an ongoing Council meeting.

Councilor Whatley stated she disagrees with the statement that a Commission has more 'weight'. Any person in Camp Verde coming before Council is heard regardless of their position.

Mayor Jenkins called for the citizen on Zoom to speak.

Ms. Pemberton addressed Mr. Daniel Doria, a member of the public, via Zoom to speak about this agenda item.

Mr. Doria stated he is a resident of Camp Verde. He requested the Council summarize in two sentences, what the goals of the Parks and Rec Commission/Committee would be. Mr. Doria wanted to know what the measurable goals are of the Parks and Rec Commission, especially in relation to trees and recreation. The following is a record of the 'chat' portion of the Zoom encounter between the Town Clerk and Mr. Doria.

19:09:12 From Daniel Doria: If any local non-profits need assistance applying for their Google Ad monthly benefit (\$10,000), Brookdale Senior Canine Care will assist any party that would benefit. There is not cost but your business must be tax exempt classified for approval. - Economic Development

19:09:24 From Daniel Doria: 928-362-1168

19:15:16 From Town of Camp Verde: I Daniel, I can mention your statement during our call to the public if you would like me to relay your message.

19:19:35 From Daniel Doria: Along the lines of attracting more retail and service businesses Plan to attract more citizens. The concern with food businesses is that Camp Verde has appx 7000 homes and its reasonable to believe that between the discount grocer on Finnie Flat, Bashas and others, the spectrum of income ranges is spoken for. So, while competition may become more healthy, profits and tax income would likely remain the same, with less satisfied vendors.

When the number of citizens goes up, depending upon the cause for the rise, the amount of local money and business demand will naturally rise, with the core of the change being the rising consumer/citizen count.

My non-profit is therefore focused on claiming all AdGrant money available, including but not limited to Google's \$10,000 per month of ad spend, to attract bodies from around the U.S. to Camp Verde for reasons such as their love for animals.

19:19:39 From Daniel Doria: That would be excellent

19:19:45 From Daniel Doria: Thank you :)

19:38:31 From Shannalee Brady: I would like to state my support for this item and my interest in being involved and volunteering.

19:39:21 From Town of Camp Verde: Thank you Shannalee, I'll relay your message to the Council

19:55:26 From Daniel Doria: What is the measurable Standard Operating Procedure and end goals of the committee OR commission?

20:01:31 From Daniel Doria: Does Camp Verde's population affect its ability to maintain commissions, in comparison to more populated Towns like Cottonwood?

20:10:03 From Daniel Doria: Sorry. I've never dealt with a city Council that doesn't allow public questions or involvement, like the gentlemen in the blue shirt.

Councilor Baker asked Ms. Pemberton about the Town Code and how Committees and Commissions are selected. She asked what the Town Code said about how many members on each Committee or Commission. She understood it to be 7 members.

Ms. Pemberton read the answer from the Town Code chapter 4 on Committees and Commissions.

Councilor Murdock stepped away from the podium at 8:15.

Councilor Baker asked if the rules are the same as far as minutes and rules for Committees and Commissions.

Ms. Pemberton replied yes, that is overseen by the Town Manager.

Councilor Murdock returned at approximately 8:18.

**Motion by Councilor Baker** to appoint a Parks and Rec Commission at the Town's earliest Convenience.

**Seconded** by Councilor Moore.

Councilor Murdock would like to postpone this item until we have more staff input and additional information. She requested a Work Session for further discussion that includes the Public Works Director, members of the community and Town Staff.

Vice Mayor Butner stated it is important to have more input from Staff before establishing this Commission. He stated the Town has had difficulty in the past acquiring volunteers to sit on Commissions and or Boards.

Councilor Baker stated she felt the Commission would give good support to Parks and Rec and Public Works. She stated Council has had input from Staff to make this decision.

Vote

Councilor Baker- aye  
Councilor Murdock-nay  
Councilor Moore-aye  
Councilor McPhail- aye  
Councilor Whatley-nay  
Vice Mayor Joe Butner-nay  
Mayor Dee Jenkins-aye

Motion passes 4-3

Councilor Murdock excused herself from the meeting at 8:20 p.m.

Mayor Jenkins adjourned the meeting for a ten-minute break at 8:21.

The meeting resumed at 8:30

11. **Discussion, Consideration, and Possible Direction for the Mayor to approve The League of Arizona Cities and Towns proposed Resolutions on behalf of the Town**

**of Camp Verde Town Council. Staff Resource: Mayor Jenkins**

Mayor Jenkins clarified that this is something the Town does every year. She is the person that votes on these items and is looking for input from Council on how they would like to address each item.

Regarding the first item, Budget and Finance Committee. Mayor Jenkins is a member of this Committee. This item will remove Special Meetings for adopting a budget. Mayor Jenkins supports this item. She asked the Council how they would like her to vote.

- Item 1 BFED1- all Council, yes.

Mayor Jenkins read the item GAHRE 1 from Sedona. The item deals with General Plan submission. Councilor Whatley stated the item was proposed by the Town of Sedona, but according to the documentation, it failed by Committee.

Mayor Jenkins stated Camp Verde does not fall within the definition of the item.

Councilor Whatley stated Camp Verde does not fall under the definition, however, voting for it would show support for another municipality.

- Item GAHRE 1- all Council, yes.

Item GAHRE 3- Mayor Jenkins explained this allows cities and Towns to post public notices either on a website or newspaper or both.

Vice Mayor Butner stated no to this item because many people in the Town do not have computers or internet access. This might work for large municipalities, but it does not work for Camp Verde. Vice Mayor Butner is against this item.

- GEHRE 3- all Council, no.

Item GAHRE 4-Mayor Jenkins explained this item concerned exhibits.

- GEHRE 4- all Council, no.

Item GEHRE 5-Mayor Jenkins explained this item deals with rules on political signage.

Councilor Whatley supports this item. It is important to know who is putting the signs out and how to contact them.

Mayor Jenkins agreed.

- GEHRE 5- all Council, yes.



NSQL 1- Mayor Jenkins explained this item deals with supporting the Housing Trust Fund.

- NSQL 1- all Council, yes.

Councilor Moore clarified that this item would allow staff to advocate for additional funding beyond the unclaimed property proceeds.  
Mayor Jenkins replied yes.

NSLQ 2- Mayor Jenkins explained this item deals with Liquor Licenses.

- NSQL 2- all Council, yes.

**12. Discussion, Consideration, and Possible Approval amendment to the Town's Salary Plan by adding the Records Specialist II job description to the Plan. Staff Resource: Corey Rowley**

Staff member Darby Martin spoke representing Marshall Rowley. She stated this request will not require any additional personnel. It will outline the certifications and qualifications required of the Records Specialist II Position.

**Motion by Councilor Moore** to approve the revisions to the Town's Salary Plan by adding the Records Specialist II job description to the Plan.

**Seconded** by Councilor McPhail.

Vote;

Councilor Baker-aye  
Councilor Murdock-not present  
Councilor Moore-aye  
Councilor McPhail-aye  
Councilor Whatley-aye  
Vice Mayor Butner-aye  
Mayor Jenkins-aye

Motion passes 6-0

(Councilor Murdock not present)

**13. DISCUSSION, CONSIDERATION, AND POSSIBLE APPROVAL OF RESOLUTION 2022-1094, A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, DECLARING AND ADOPTING THE RESULTS OF THE PRIMARY ELECTION HELD ON AUGUST 2, 2022. Staff Resource: Cindy Pemberton**

Town Clerk Cindy Pemberton explained that this is a resolution to adopt the results of the Primary Election held on August 2, 2022. Ms. Pemberton gave the following statistics;

- 3,204 ballots were cast
- There are 7,040 registered voters in Camp Verde
- Voting turnout was 45%
- 15 ballots were rejected, 7 provisional ballots and 8 early ballots
  - Rejections occurred largely due to voters forgetting to place their ballots in the envelope provided, the voter failed to be a registered voter, the voter signed their name wrong.

Ms. Pemberton brought to the Council's attention, a change in the date in the resolution from August 4 to August 2. This was a clerical error and has been rectified.

Ms. Pemberton requests the Council adopt the Resolution as presented and amended.

**Motion by Councilor McPhail approval of Resolution 2022-1094, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring and adopting the results of the Regular Election held on August 2, 2022.**

**Seconded** by Councilor Baker.

Mayor Jenkins asked for clarification, stating it was the *Primary* Election not the *Regular* Election.

Ms. Pemberton stated the Primary Election.

Vote;

Vote;

Councilor Baker-nay  
Councilor Murdock-absent  
Councilor Moore-nay  
Councilor McPhail-nay  
Councilor Whatley-nay  
Vice Mayor Butner-nay  
Mayor Jenkins-nay

Motion fails 6-0

**Motion by Councilor McPhail approval of Resolution 2022-1094, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring and adopting the results of the Primary Election held on August 2, 2022.**

**Seconded** by Councilor Baker.

Vote;

Councilor Baker-aye  
Councilor Murdock-not present  
Councilor Moore-aye  
Councilor McPhail-aye  
Councilor Whatley-aye  
Vice Mayor Butner-aye  
Mayor Jenkins-aye

Motion passes 6-0

14. **PRESENTATION OF CERTIFICATE OF ELECTION TO DEE JENKINS (1 MAYORAL SEAT - ELECTED IN PRIMARY). MARIE MOORE, ROBIN WHATLEY, WENDY ESCOFFIER (3 COUNCIL SEATS – ELECTED IN PRIMARY).** Staff Resource: Cindy Pemberton

Town Clerk Cindy Pemberton spoke regarding this item. This item requires no action by the Council. This is to inform and certify candidates of the results of the August 2 election by the Town's voters. Also, the Town will be adhering to Town Code Assumption of Office, Section 2-1-3 stating that any office(s) up for election that are filled in the Primary election, will assume office at the first regular meeting of the Town Council in November, following the date of the General Election. This year's election will be held on November 8, 2022 the candidates will be taking their seats on November 16, 2022.

Ms. Pemberton presented Mayor Dee Jenkins with a Certificate of Election electing her as Mayor of Camp Verde for two years, beginning November 16, 2022.

Ms. Pemberton presented Wendy Escoffier with a Certificate of Election for the Town Council for a term of four years, beginning November 16, 2022.

Ms. Pemberton presented Marie Moore with a Certificate of Election for the Town Council for a term of four years, beginning November 16, 2022.

Ms. Pemberton presented Robin Whatley with a Certificate of Election for the Town Council for a term of four years beginning November 16, 2022.

Ms. Pemberton stated she looks forward to working with all the candidate elects. This recently elected Council is historic, as it will be an all-female Council.

15. **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))

None

- 16. 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 Whatley, nothing to report.

Councilor McPhail stated that John Hughey has resigned as Tribal Chairman. Elections for a new Chairman will be in September. Tanya Luis will assume those duties. She attended the Verde Valley Sanctuary Transitional Housing opening with Mayor Jenkins.

Vice Mayor Bunter, nothing to report.

Councilor Baker, nothing to report.

Councilor Moore, nothing to report.

Mayor Jenkins attended the bi-weekly Verde Valley Managers Meeting and the Verde Valley Sanctuary Transitional Housing opening.

Councilor Whatley told the Council that a former Town Council member, Mike Perry, passed away due to Covid.

- 17. 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 stated he will be out of Town for two weeks, returning on September 11. He encourages the Council to work through the Clerk's Office during his absence. The Town is sponsoring the Water Shed Conference. The Town gets five seats. The dates are September 26-29. If any Council member would like to go, please let Staff know.

Councilor McPhail, Councilor Baker, Vice Mayor Butner and Councilor Whatley will be attending. There is no fee for the first five members. Mr. Martin encourages any Council member going to the conference sign up as soon as possible.

Town Clerk Pemberton stated she will reach out to Council for volunteers for showcasing duties at the League of Cities and Towns.

18. **Discussion regarding applicants for Town Attorney with possible direction on the hiring process and next steps. The Council may, by majority vote, recess the regular session, hold an executive session and then reconvene the regular session for discussion and possible action on this item as covered by A.R.S. §38.431.03 (A)(1).**

Vice Mayor Butner recused himself from the Executive Session.

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

**Motion by Councilor Whatley** to convene into Executive Session.

**Seconded by Councilor McPhail.**

All in favor; **Aye**

Council adjourned to Executive Session at 8:56 p.m.

- 18.2. **Reconvene Open Session**

Council reconvened into Open Session at 9:13 p.m.

Directed state to draft a generic contract for Town Attorney for the Council to review.

19. **Adjournment**

Without objection Mayor Jenkins adjourned the meeting at 9:21 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 August 17, 2022. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 13<sup>th</sup> day of September, 2022.

 \_\_\_\_\_

Cindy Pemberton, Town Clerk