

**MINUTES
TOWN OF CAMP VERDE
WORK SESSION
MAYOR AND COUNCIL
75 E Hollamon Street, Camp Verde, AZ 86322
WEDNESDAY, JANUARY 11, 2023, at 5:30 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 5:30 p.m.

2. Roll Call

Mayor Dee Jenkins, Vice Mayor Marie Moore, Councilor Wendy Escoffier, Councilor Robin Whatley-Godwin, Councilor Jesse Murdock, and Councilor Cris McPhail are all present. Councilor Jackie Baker is absent.

Also Present

Interim Town Manager Gayle Mabery, Public Works Director Ken Krebs, Town Clerk Cindy Pemberton, Administrative Clerk Jadie Edwards and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Councilor Murdock led the Pledge.

4. Update and Discussion regarding the Sports Complex including, but not limited to projects, milestones, timelines and budget.

Public Works Director Ken Krebs gave a presentation that included:

1. A history of the project
2. Information regarding AZ State Parks Land and Water Conservation Fund Grant
3. Sequence of project development
4. Activities completed on site to date
5. Projects that still need to be completed
6. Original cost estimates for the project
7. Up-to-date adjustment cost estimates for completion and
8. Current challenges with the project; supply chain issues.

Mayor Jenkins asked if we have the soccer goals. Mr. Krebs said he will have to go out to get bids, these goals were not included in the scope.

Council discussed the potential of additional grant funding and where they are with the current grant. Administrative Support Manager, Dorie Blair had submitted reimbursement invoices for \$777,903. She needs clarification on what to bill from the Terra Verde contract towards grant funds. The potential remaining amount to be reimbursed is \$1.295 million.

Finance Director Mike Showers answered questions about matching funds for grants. Money can come out of Reserves if needed. He also reviewed Federal Grant funds and guidelines as pertaining to this project. CIP Funds are not available for this project.

Mr. Krebbs went over a Change Order for the ballfields. Discussion followed about when the kids could start using the fields. Mayor Jenkins may be asked to sign an emergency Change Order so work can begin before the next Council Meeting.

Mr. Krebbs reviewed the need for a Project Manager for this specific project. Ms. Mabery said they are exploring project management companies.

Council discussed the contract with Terra Verde; Mayor Jenkins said we are still on the original contract with Terra Verde.

Councilor Murdock thinks Council should meet at the Park to see what needs to be completed and be able to prioritize some specific parts of the project.

Mayor Jenkins would like Mr. Krebbs to address the fields.

- Baseball Fields- Top dressing should fix and it will start on Monday.
- Multi-use Fields- Some settling was expected but fields have dropped down on drainage lines, depending on how un-level it is, top dressing will be the least invasive/cost effective way to fix it. It will take approximately 3-5 years to fully correct this.

Fields are not perfect but kids are still able to play on them in the meantime.

Council is in agreement to remove the water catch system, solar panels and commercial kitchen from the project.

Mayor Jenkins feels Council needs to prioritize and redirect staff as to what to do.

Meeting Break: 7:07pm

Meeting Resume: 7:15pm

CIP Manager Jim Waters gave an estimate on the cost of putting in a cooking kitchen in the concession stand. The cost is coming in at approximately at \$60-\$70,000 for architect costs but doesn't include the installation of the hood. It will be another \$20-\$30,000 to put in the hood. Council discussed alternatives for the commercial kitchen; propane grill. Vice Mayor Moore would like staff to get information from other agencies as to how they handle the usage of the grilling area. Council discussed what was approved for the concession stand in the past and the need for understanding Conceptual Plans.

Ms. Mabery asked Mr. Showers for clarity on when to begin the bidding process. Mr. Showers explained Council doesn't need to authorize going out to bid if the Council knows it is a project that they are wanting to proceed with. Staff may begin collecting bids for this project when they feel they are ready. The goal is to get these projects done. The bid process will tell the Council what they can wrap up and if there are projects that need reprioritized.

Councilor McPhail thinks direction to staff is to go towards creating the town water line option, understanding it won't come out of grant funds and be looking at whatever else it takes to make the toilets flush.

Councilor Murdock wants to make sure the community knows this project is not going to be complete in April. Construction will still be an ongoing process but want to have playability.

5. **Adjournment**

Mayor Jenkins adjourned the meeting at 7:42 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 Special Session of the Town Council of Camp Verde, Arizona, held on January 11, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 7th day of February, 2023.



Cindy Pemberton, Town Clerk