

**MINUTES
TOWN OF CAMP VERDE
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, MARCH 8, 2023 AT 5:30 P.M.**

1. **Call to Order** Mayor Dee Jenkins called the meeting to order at 5:30 P.M.
2. **Roll Call.** Council Members Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins

Also Present. Finance Director Mike Showers, Interim Town Manager Gail Mabery, Town Clerk Cindy Pemberton, Administrative Clerk Jadie Edwards, and Recording Secretary Mary Frewin.

3. **Pledge of Allegiance** Councilor McPhail led the Pledge of Allegiance.
4. **Presentations, Discussion and Possible Direction to staff in determining Council's prioritization of potential CIP projects.** Staff Resource: Mike Showers

Finance Director Mike Showers gave Council information about their packet and turned it over to Interim Town Manager Gail Mabery.

Ms. Mabery discussed the different areas in which the Town receives revenue for CIP projects. Though they don't have a set funding source, the CIP money is a combination of including loan funds, excess funds, and sales tax. Additionally, funds come in for water and wastewater, however, those funds are funding themselves.

Council and Mr. Showers discussed past CIP projects that were started, funded, and never completed. Council would like to see these projects brought to completion, especially if there has been funding or partial funding done for them. If projects were approved, but not yet funded or started. Council would like to re-assess these projects to decide if they should still be in the mix. Mr. Showers said he'd be more than happy to investigate those projects.

Multiple presentations were given to Council by Departments for their CIP project requests.

Library

Kathy Hellman, Library Director, gave Council an update on the remote library project that she previously had presented for approval. Council's biggest request for Ms. Hellman was regarding the Broadband. Ms. Hellman said Broadband cost would be minimal, but the connection would not be great with Optimum. Starlink would be a better option. Additionally, Council wanted to know about bringing electricity to the site. This information is included in their packet.

After speaking with several communities that have remote libraries, Ms. Hellman found

that many of Council's worries with the library were not issues in other communities.

Economic Development/Parks and Recreation

Mike Marshall, Parks and Recreation Manager, gave Council a list of 19 projects, in which some of projects were previously under Economic Development.

The projects were Oasis to Main Street Connector Trail, Delineators on Montezuma Castle Highway, create a detailed map for the proposed UUTP system, John Parson Riverfront Preserve, Homestead Parkway, Jackson Flat Trail Network, Camp Verde Sports Complex to Toy Property Connector Trail, Verde Vista Loop to FR 618C Connector Trail, Oasis to Copper Canyon Connector Trail, Grief Hill Loop Trails, Salt Mine Interpretive Site, Bike Park at CVSC, and Verde River Center at Homestead Park.

Council asked Mr. Marshall what his priority is on the list. Mr. Marshall said the starting point for him would be Verde Lakes, as it's a new park for the Town.

Camp Verde Marshall's Office

Town Marshal Corey Rowley presented to Council the need for 911 Software for 3rd Dispatch Console, Enforcement Vehicle Replacement, Intoxilizer 900 Upgrade, Patrol Rifles, and a Thermal Drone. With the Marshal's office recently having an audit, it is a high priority to get the 911 software for the 3rd dispatch console. Additionally, the patrol vehicle replacement is also a high priority.

Streets

Public Works Director Ken Krebs and Streets Superintendent Shane Allen presented to Council the need for a Streets Drum Roller and a Chip Seal Program for several areas in the Town. Both items are high priority, but the first would be a Chip Seal Program, and the second would be a Streets Drum Roller.

Vice Mayor Moore urged them to investigate striping the streets off Quarterhorse and Stolen, as a community member has been very concerned by this area and the danger of it.

Maintenance

Jeff Kobel, Maintenance Supervisor, requested the following items, which are listed in order of priority:

1. Lower Maintenance Building- Addition
2. Town Soccer Field Sprinkler System
3. Park Playground Renovation
4. New Gooseneck Trailer
5. Roof Work, 300 Building.
6. Economic Development Roof
7. Maintenance Vehicles
8. Playground Fall Material
9. Backhoe Ladder
10. New Pool Filter System

Council decided to not move forward on the Remodel 100 Building Restrooms.

An update was provided on the 300 Building Model. This project was previously approved by Council, but the new, updated cost is far more substantial to what it really is going to be

now. They found out MATForce is no longer using their building.

Mr. Showers requested the new Gym Parking Lot, as it's a very busy area for the Town. It is a mess most times of the year. It also needs to be lined 5-6 times of year.

Storm Water

Utilities Director Jeff Low and Administrative Support Manager for Public Works Dorie Blair presented their CIP project requests for Storm Water, Wastewater, and Water.

The 7 storm water requests were tabled, as the Town-Wide Floodplain Study would help to better understand these requests and their priority.

Wastewater and Water

Mr. Low finds the Wastewater Master Plan, Northbound Sewer Collection System Expansion Phase 1, 2, and 3, Wastewater Plan Administrative building, Blower addition building and installation, WWTP control panels upgrade, and design and construction Arsenic removal system at the Mongini Well and Verde River Estates tank all to be high priority for items #1. Item #2 would be SCADA and Communication Tower Relocation and Water Main Annual Replacement Project. The other items are just equipment they need such as VAC Trailer, Backhoe, and Water System Vehicles.

Ms. Mabery made mention that the Facilities Master Plan is not on the list but is a need.

Council

Mr. Showers asked Council if they had any requests that they'd like to throw out into the pot of CIP Project Requests.

Vice Mayor Moore mentioned road striping. Ms. Mabery said that is in the works.

Various Council Members made mention of a traffic study for Champion Way and McCracken in order to better accommodate current and future traffic into the Sport's Complex and Rodeo Arena.

Vice Mayor Moore would like to see the Way Finding Signage Project done, as they've already spent quite a bit of money on it.

Ms. Mabery said they will come back to her with more information, as nobody in the room can answer her concerns right now. Jim Waters can answer more questions for her. He can provide an update.

Councilor McPhail said it concerns her that they're using ARPA funds to fund the sewer district. She would like to revisit items that are being funded by ARPA.

Ms. Mabery said ARPA funds are not general funds. It's a policy decision for the Council. ARPA funds may be used for critical needs for the community. The other option is the enterprise funds it, and it raises rates. There's a balance to be thought of as a policy perspective for Council.

Councilor McPhail agreed, but does not want to tie up ARPA funds that need to be spent.

Mr. Showers cautioned them to un-fund projects they've already funded due to the timeline in needing to spend ARPA funds.

Mayor Jenkins wanted to know how they're going to get all the sewers done in a year? It was suggested to contract it out.

Mr. Showers suggested a major progress status Work Session based on Councilor Escoffier's question regarding a spreadsheet of open CIP Projects created back in October 2022.

There was concern amongst the staff about how many urgent projects were presented to them tonight and they must make the hard decision of which of those projects they are going to move forward with.

After discussion, Council decided that a new system of rating these projects would be beneficial. Staff would go through and rate all of the projects and put together a five year plan. They would then bring that 5 year plan to Council to decide if they're in agreement with the recommendations. Then, they can add any Council priorities that may have been missed. That way, it takes the pressure off Council to have to pick and choose. They will be presented with a recommended budget and staff will have the responsibility of keeping Council up to date on projects. Many of these projects will take more than a year, but Council will be updated. When brought back to Council, it will also be presented to them how each project will be funded, whether it be CIP, ARPA funds, etc.

5. Adjournment With no further objection, the meeting adjourned at 8:50 p.m.

Dee 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 Work Session of the Town Council of Camp Verde, Arizona, held on March 8, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 10th day of July, 2023.

Cindy Pemberton

Cindy Pemberton, Town Clerk