

**(Corrected) MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, NOVEMBER 1, 2023 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 Dee Jenkins called the meeting to order at 6:34 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. Town Attorney Trish Stuhan, Town Manager Ted Soltis, Recording Secretary Mary Frewin, Town Clerk Cindy Pemberton, Assistant Clerk Jadie Edwards.

3. **Pledge of Allegiance** Councilor Murdock led the Pledge of Allegiance.
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) Regular Session – October 18, 2023
- 2) Special Session Retreat – October 19, 2023

- b) **Approve the Finance Director to make the attached budget adjustment labeled BAFY23-05 for the FY23 budget year moving \$87,000 of budgeted expenses from Wastewater Fund Depreciation to Water Fund Depreciation.**

On a motion by Vice Mayor Moore, seconded by Councilor Escoffier, the Council moved to approve the consent agenda, with corrections to the minutes.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor Murdock: Aye
Mayor Jenkins: Aye
Vice Mayor Moore: Aye
Councilor McPhail: Aye
Councilor Godwin: Aye

Motion Carried 7-0.

5. **Call to the Public or 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))

Charlotte Salsman spoke regarding 7th Street and Holloman. She noticed that there are uncut tree branches that hang out into the street, making it hard to see. She feels it is dangerous, and would like to see the Town maintenance workers trimming the trees. Additionally, she shared that there is a home near the area that has an abundance of cars on their property, and they stick out too much near the road.

6. **Special Announcements and Presentations:**

- **Proclamation Designating November 1, 2023 as Extra Mile Day.**

Mayor Jenkins proclaimed November 1, 2023 as Extra Mile Day.

There was no representative in attendance.
Councilor Murdock explained Extra Mile Day.

- **Board of Adjustment Quarterly Report.** Staff Resource: John Knight

Community Development Director John Knight shared that there wasn't too much to report for Quarter 3 for Board of Adjustments and Appeals. They had one meeting, which was an appeal on the motocross. Additionally, their Chairman has moved to Oregon.

- **Planning and Zoning Quarterly Report.** Staff Resource: John Knight

Mr. Knight introduced the Chairman and Vice Chairman of the Planning and Zoning Commission – Chairman Drew Faiella and Vice Chairman Todd Scantlebury.

Mr. Faiella, Chairman, shared with Council that in the Quarter 3 they had a Work Session and three Regular Sessions. The Commission found the Work Session to be very helpful. It was a presentation from Staff on current code enforcement activities. Additionally, they had a meeting where they declined a rezone, as they didn't find it to be appropriate for the neighborhood. They also had another meeting where they approved a Vet Clinic. Lastly, they had a third meeting, where they recommended approval for a use permit for an RV Park. Though they recommended this, they are very concerned about the water and

wastewater usage, infrastructure availability for the Town, and landscaping and open space. Having this come before them brought them to realize that there's a lot of work to be done on the Town code as it pertains to RV's.

7. **Discussion, Consideration, and Possible Approval of Ordinance 2023-A484, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona pertaining to the National Flood Insurance Program, adopting by reference Flood Insurance Study, Flood Insurance Rate Maps, and floodplain management regulations; providing for repeal of conflicting ordinances; providing for severability; providing penalties; and superseding Ordinance 2015-A413.** Staff Resource: Jeff Low

Utilities Director Jeff Low presented to Council. He shared that the Federal Emergency Management Agency has notified the Town of a new flood insurance rate map that will become effective on February 8th, 2024. Prior to approval of the new map, the Town must adopt floodplain management regulations that meet the National Flood Insurance program regulations. The Arizona Department of Water Resource State Floodplain Administrator has reviewed and approved the tax updated floodplain ordinance. He has provided them with information on these changes.

Mayor Jenkins inquired if they would be given updated paperwork without the red lines. Mr. Low said he will provide them with a final version.

Councilor Escoffier felt the presentation was very straightforward and liked the idea that the Town is not assuming the responsibility of floodplain management, as it is expensive.

On a motion by Councilor Escoffier, seconded by Councilor Godwin, the Council moved to approve Ordinance 2023-A484, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona pertaining to the National Flood Insurance Program, adopting by reference Flood Insurance Study, Flood Insurance Rate Maps, and Floodplain Management regulations; providing for repeal of conflicting Ordinances; providing for severability; providing penalties; and superseding Ordinance 2015-A413.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor Murdock: Aye
Mayor Jenkins: Aye
Vice Mayor Moore: Aye
Councilor McPhail: Aye
Councilor Godwin: Aye
Motion Carried 7-0.

8. **Discussion, Consideration, and Possible Approval of Resolution 2023-1122, a Resolution of the Mayor and Common Council of the Town of Camp Verde,**

Yavapai County, Arizona adopting fees for Town Water and Wastewater Services for fiscal years 2023-2024, 2024-2025, 2025-2026, 2026-2027, and 2027-2028; and superseding Resolution 2018-1001. Staff Resource: Jeff Low

Mr. Low introduced Dan Jackson from Economist.com, who has been hired to complete the 2023-2024 Water and Wastewater rate study and long-term financial plan for the Town's Water and Wastewater services. Mr. Jackson presented to the Council on prospective new rates on May 25th and August 16th. A notice of intent for the proposed Water and Wastewater rate fees and service charges were issued and posted on the Town's website, a newspaper advertisement and press release were published in the Verde Independent and a notice of intent for the proposed utility rate increases has been posted on the Town website and social media. Information was presented to the Views HOA and meetings were held with several citizens, and a public open house was completed on October 26th. Town staff gathered public input on the rate increase and educated citizens on why the rate increases were needed.

Mr. Jackson presented to the Council via a PowerPoint Presentation. He previously presented to the Council a Water and Wastewater Study and Long-term Financial planning for the Town. His presentation this evening covered information on the public hearing process, additionally he reiterated points he made in his last presentation to Council on why they're talking about rate increases, what the rate increases are for, and what the benefits of such a rate plan will be. Mr. Jackson does not feel that the Town has the proper data now to do a volume-based wastewater rate, though he does think they should do it eventually.

Vice Mayor Moore inquired how it's possible that they don't know how many wastewater accounts that they have.

Finance Director Mike Showers explained that they do understand how many accounts they have, but the confusion comes in with places like Verde Ranch RV Park. Though there are 420 individual units, they are considered 1 account. This is why averages don't line up.

Councilor Baker asked Mr. Showers to clarify a few things. They've had the Sewer Department for a few years, so she inquired when they will try to solidify this confusion on the accounts and do whatever study that is necessary in order to move in to a better and fair rate system for users.

Mr. Showers said having a use-based rate would be beneficial for those in the Town that make the necessary usage changes to conserve water, but also could be detrimental for the water fund if a significant portion of the Town were to do it. They have delayed adding wastewater, to see what the impact of the new rate changes on the water system would be.

Councilor Baker understood and wants to be fair to the citizens and wants them to have a heads up on when wastewater rates would be changing too.

Mr. Showers said they could always recommend to Council that staff bring back information on wastewater. It's not something they want to rush, but they do need to start thinking about it. She thanked Mr. Showers for the work that he and everyone else is doing on the new rates.

Mr. Jackson continued his PowerPoint presentation, sharing with the Council on growth in the Town, current water usage in the Town, and proposed rates to adopt. Mr. Jackson shared that they have to balance the desire to keep rates low, with the need to invest in their water system to ensure that it operates properly. The investment in their system is driving the need for this new rate plan. He presented to Council their recommended adjustments moving forward. He shared that there are many benefits in adopting new rates. These recommended rates will allow for them to cover all their operating costs and ensure the financial health of the utility, and most importantly, it'll give them the opportunity to invest \$24 million in the future of Camp Verde.

Councilor Godwin shared that if they do the conservation plan, the marijuana grow facilities might help the Town, as they use quite a bit of water. These grow facilities are not taxed, though they pull as much water as they want. She thinks the conservation option is a good way to go.

Blue Cards:

Charlotte Salsman commended Mr. Jackson for his presentation. She is not a fan of the rate increases, but understands they need to happen. She requests that Council take the conservation route. She would like to have a 2,500 rate. She also would like to see the wastewater side of things sped up, as she's currently paying the same rate as her neighbor who has 5 people in their home, while she lives alone.

Sharon Rubalcava would like to see this all done on a basis of usage, not units. She does not like that as a household of two, she pays the same as a household of 5. She, too, would like to see Wastewater done faster.

Devon Dahl uses less than 2,000 gallons and doesn't feel that it's fair to pay for a 5,000-gallon minimum, when he'll never use that much. He would like to see another level.

Vice Mayor Moore inquired if it's possible to put together a report that shows the Council how many users are using under 2,500 gallons a month. This would show them if there's a need in the community. She also feels that while people are not very happy with where they're at on wastewater, people will be a lot less happy if they move too quickly and don't do it right.

Councilor Murdock shared that even though the rate is the same for people using less than 5,000 gallons, those who are using less are paying less because they are using less "as per thousand."

Mayor Jenkins clarified that the only way it would make a difference would be if there

were another tier with a different rate, however, it might only be pennies and dollars less that they're paying.

Mr. Low shared that he talked to Mr. Jackson, and if they add another tier, it would likely impact how much they get for their overall rates.

Councilor Murdock said it's been an evolving utility system that they have been working at. They have acquired the water company, and the many costs associated with that. And now, they work to find a way to put some money into that system, in which these new rates will help them do that. As for wastewater, they are also working to evolve this system. It has and will continue to take time. She's very proud with where they are at right now with the system. It might not be where they want to be, but they'll get there.

Councilor Escoffier inquired if it would be possible to do a separate rate for those who are on water and sewer.

Mr. Jackson said that they can only have one residential water rate, and it doesn't matter whether the customer has wastewater service or not. It's not allowed under rate making principles. A lot of Cities tie their wastewater charge to water usage because they're able to correlate wastewater accounts to water accounts, which Camp Verde hasn't been able to do. Eventually Camp Verde could do this.

The Council continued to discuss Mr. Jackson's presentation, and the potential rate increases. Mr. Low shared that he and Mr. Showers put a cap of \$85 max on residential Wastewater.

On a motion by Councilor Murdock, seconded by Councilor Godwin, the Council moved to approve Resolution 2023-1122 as presented.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor Murdock: Aye
Mayor Jenkins: Aye
Vice Mayor Moore: Aye
Councilor McPhail: Aye
Councilor Godwin: Aye

Motion Carried 7-0.

9. **Discussion, Consideration and Possible Adoption of Resolution 2023-1121, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving Use Permit 20230456, a Use Permit application for Recreational Investment Group LLP for an RV Park for property generally located at the Northwest corner of Highway 260 and Dickinson Circle (APN 403-23-151D). Staff Resource: Cory Mulcaire**

Town Planner Cory Mulcaire presented to Council on a prospective 133 spot RV park off Dickinson Circle and 260. The Applicant has done all their necessary requirements. This RV Park has also gone before Planning and Zoning, in which they passed it 4-3. The parcel is zoned C-3, so it is a requirement to get a use-permit. There are some topography restraints, they are working through. There is a large wash that runs through the parcel, so they're working with their Engineer to have a good crossing for that. Additionally, they're working with ADOT for a right in/right out. They have met with the tree group to work on landscaping. They have no intention of being a long-term stay RV park. It will be 30 days or less, in which the Town gets 6.65% bed tax, which is a hefty tax benefit for the Town. They are also going to require newer RVs to stay in their park, year 2000 or newer and highway ready. The target completion date is about 12 months from breaking ground.

Councilor Baker inquired why it was a 4-3 vote in Planning and Zoning.

Ms. Mulcaire told her it was water conservation for the landscaping that they were most concerned about.

Mayor Jenkins inquired about the utility situation. Ms. Mulcaire told her that they are very aware that they must put the bore in before they open.

Councilor Murdock doesn't want water conservation to be a reason to hold a developer back. She requested that the applicants give a presentation of the prospective RV park.

Dari Mahboubi, Partner at Recreational Investment Group, joined with Don Nicolini, President of Development, presented with a PowerPoint presentation. Mr. Mahboubi shared with Council their plans with the RV Park. They plan to offer a family oriented, quality vacation spot at an affordable price. He updated Ms. Mulcaire that it would be 136 RV pads. They will be using Town water.

Councilor Murdock inquired if they are in the opportunity zone, in which they are. Additionally, she questioned how big of a bore would be used for the sewer. Mr. Nicolini said their civil engineer is working with city staff to determine that.

Town Attorney Trish Stuhan gave Council input on when and how to approve it tonight with updates.

On a motion by Councilor Escoffier, seconded by Councilor Baker, Council moved to approve Resolution 2023-1121, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving Use Permit # 20230456, a Use Permit application for Recreational Investment Group LLP for an RV Park for property generally located at the Northwest corner of Highway 260 and Dickinson Circle (APN 403-23-151D) with an update exhibit a) letter of intent specifying no more than 136 RV spaces and an updated exhibit b) site plan, and also including exhibit c) the legal description

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor Murdock: Aye
Mayor Jenkins: Aye
Vice Mayor Moore: Aye
Councilor McPhail: Aye
Councilor Godwin: Aye
Motion Carried 7-0.

10. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include 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.

Council discussed current events including but not limited to: the Verde Glow at Rainbow Acres 50-year celebration; Sustaining Flows meetings; Yavapai Apache Tribal Council Meetings; Teen Game Night; Camp Verde High School Cross Country team; Trunk or Treat; Camp Verde Girls Volleyball; Turquoise Circuit event; the new online complaint process for citizens; NACOG meeting and a need for Head Start employees in Yavapai County; Copper Canyon Fire District; Northern Arizona Municipal Water Users Association; the Greater Arizona Mayor Association;

Council discussed upcoming events including: Guardian Animal Network and Healing River Ranch is having a Fall Gathering and open house on November 4th from 3:00 p.m. – 6:00 p.m.; the APS open house on November 7, 2023; the Verde Valley Transportation meeting November 8, 2023 and the Legislative Summit on November 21, 2023.

Councilor Murdock mentioned a little boy in the community who was diagnosed with T-Cell Leukemia. There are some opportunities for the community to support him and his family while he goes through this. She will follow up with the Clerk's Office, or people can contact her directly.

Town Manager Ted Soltis attended Trunk or Treat and thought it was a fun event. Additionally, the Library hosted a Halloween after party for teens, which he thought was a great idea. He thanked everyone who made these two events possible.

11. **Adjournment** Mayor Dee Jenkins adjourned the meeting at 8:29 p.m.

Dm Jenkins
Mayor Dee Jenkins

Virginia Jones - Deputy Clerk
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 1st, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 16th day of November, 2023.

Virginia Jones - Deputy Clerk
Cindy Pemberton, Town Clerk