

**MINUTES**  
**TOWN OF CAMP VERDE**  
**REGULAR SESSION**  
**MAYOR AND COUNCIL**  
**473 S MAIN STREET, SUITE 106**  
**WEDNESDAY, FEBRUARY 21, 2024 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 6:30 p.m.

**2. Roll Call**

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

**Also Present**

Acting Town Manager Gayle Mabery, Town Attorney Trish Stuhan, Town Attorney John Paladini, Water Attorney Steve Wene, Utilities Director Jeff Low, Deputy Town Clerk Virginia Jones, Acting Town Clerk Jadie Edwards and Recording Secretary Jennifer Reed.

**3. Pledge of Allegiance**

Councilor Murdock led the Pledge.

**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) February 7, 2024 - Regular Session at 6:30 p.m.

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

1) Special Session – Wednesday March 6, 2024, at 5:00 p.m.

2) Regular Session – Wednesday March 6, 2024, at 6:30 p.m.

3) Special Session – Tuesday March 19, 2024, at 5:30 p.m.

4) Regular Session – Wednesday March 20, 2024, at 6:30 p.m.

**c) Approval for the Mayor to Sign the Information Sharing Protocol Agreement Letter between the Yavapai Apache Nation and Town of Camp Verde.** Staff Resource: Jeff Low

**Motion** was made by Vice Mayor Moore to accept the consent agenda as presented. Second was made by Councilor Godwin.

**Roll Call Vote:**

Councilor Baker: aye  
Councilor McPhail: aye  
Councilor Murdock: aye  
Councilor Godwin: aye  
Councilor Escoffier: aye  
Vice Mayor Moore: aye  
Mayor Jenkins: aye  
**Motion carried 7-0.**

5. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn it 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))

**Jeff Noonan-** would like to change the name of the Sports Complex to Camp Verde Veterans Memorial Park to honor those who have passed. He has collected signatures which he would like to present to the Council for consideration. Mayor Jenkins instructed him to turn it over to the Clerk's Office.

**Donna Moody-** would like the Council to consider putting in a walking trail or sidewalk and a bike lane down Verde Lakes Drive.

6. **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.

Councilor Godwin invited the public to attend the "Telescopes in (and out of) This World" Program by Dr. Jeffry Hall in the Phillip England Center for the Performing Arts Auditorium. This is scheduled for Sunday, March 3<sup>rd</sup> at 3pm. Dr. Hall will be talking about the new Marley Foundation Astronomy Discovery Center that will be opening in November of this year. Doors open at 2:45pm and is free.

Councilor McPhail attended the Touch a Truck Event, Teen Game Night, and the Yavapai Apache Nation Tribal Council Meeting. She added the Tree Advisory Committee will be having a tree sale on the same day as the Fiber Festival. She also mentioned the Old Guys have been working on the disc golf course and should be completed soon.

Councilor Escoffier attended a MATFORCE Meeting.

Mayor Jenkins attended the Touch a Truck Event and the other Mayor Meetings she regularly attends. She mentioned the opening of Rockin' River Ranch. It will be open on Fridays, Saturdays and Sundays 9am-5pm. Mayor also invited the public to "Western Night" at the Camp Verde Legion on 3<sup>rd</sup> Street. There will be Texas Two

Step Dance Lessons and optional potluck dinner. It starts this Saturday, February 24<sup>th</sup> and admission is simply a donation.

Acting Town Manager Gayle Mabery-

- Reminder the State Legislator held a Special Session and is changing the election dates this year. The new Primary Election date is July 30, 2024. This change pushes back the election dates to *May* in 2026.
- The Pecan and Wine Festival is coming up on March 16<sup>th</sup> & 17<sup>th</sup>,
- Town Manager Recruitment Process is under way:
  - March 4<sup>th</sup> is the application deadline.
  - March 6<sup>th</sup> Council will receive a report of how many applications were received,
  - March 19<sup>th</sup> Council will go over the interview processes & preliminary “stuff.”
  - April 4<sup>th</sup> & 5<sup>th</sup> will be finalist interviews.
- The Town of Camp Verde sponsored legislation, to try to get some changes to the States Municipal Improvement District Statutes was unsuccessful. They are still working with the League of Cities and Towns for opportunities to attach the Bill in a strike all amendments on another Bill.
- Camp Verde Marshal’s Office sent out a press release, announcing a new emergency notification system called “Camp Verde Alerts”. There is a link on the Town of Camp Verde website under the Marshal’s Office tab to sign up for the alerts.

#### 7. **Special Announcements and presentations-**

- **Yavapai Apache Nation presentation of a check in the amount of \$8,481.29 to the Town of Camp Verde from gaming funds pursuant to Section 12 (d) of the Nation’s Gaming Compact.** Henry Smith, Yavapai Apache Council Member, will be making the presentation.

Yavapai Apache Nation Council Member Henry Smith thanked the Council for continuing to work together with the Nation; Unity is very powerful.

Mayor Jenkins, on behalf of the Town thanked Mr. Smith and the Yavapai Apache Nation and stated the Town received a check from the nation in the amount of \$8,481.29.

- **Proclamation Declaring February 2024 as National Teen Dating Violence Awareness and Prevention Month.** Tracey McConnell from VV Sanctuary will give a short presentation.

After a presentation from Jessie Johnson of the Verde Valley Sanctuary, Mayor Jenkins read the proclamation and declared it so.

#### 8. **Discussion, Consideration and Possible Adoption of a Notice of Intent to Adopt New/Increased Rates, Fees and Charges for Town Services.** Staff Resource: Mike Showers

Finance Manager Mike Showers explained that the Council is not approving the new town fees tonight, but staff is looking to come to an agreement on where the town fees are. Per ARS 9-499.15 and 9-511.01 the Town must post a Notice of Intent on the Town website for at least 60 days before a public hearing on the possible increase in Town fees. If Council can agree on posting the Intent, the fees could be approved in May.

Council discussed a couple of different fees and Mr. Showers explained the differences. Some fees are listed as actual costs, while others have been overlooked for years and not adjusted. Council discussed the difference between "per hour" and "per sheet". Mr. Jeff Low said some fees are new and they were calculated per hour instead of per sheet. Council also discussed NSF Fees. Mr. Showers explained he calculated the fee based on the highest bank's costs.

Ms. Mabery explained there was a typo in one of the Community Development Department's fees which will be fixed. Council should be seeing that come up on an agenda soon.

**Motion** made by Councilor Godwin to approve the Notice of Intent – Proposed Increase, Town Rates, Fees, or Services Charges as presented. Second was made by Councilor McPhail.

**Roll Call Vote:**

Councilor Baker: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Godwin: aye

Councilor Escoffier: aye

Vice Mayor Moore: aye

Mayor Jenkins: aye

**Motion** carried 7-0

**9. Discussion of a Development Agreement between the Town of Camp Verde and Boulder Creek Camp Verde, LLC, for the High View at Boulder Creek PAD**

**Amendment.** Note: Council may go into Executive Session pursuant to A.R.S. 38431.03(A)(3) for discussion or consultation for legal advice with the attorney or attorneys of the public body; and A.R.S. 38-431.03(A)(4) for discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations. Staff Resource: Trish Stuhan

Councilor Escoffier asked if it was the attorneys advice to go into an Executive Session. Ms. Trish Stuhan said yes. Ms. Mabery explained the Council could go into Executive Session for both Item 9 & 10 if it is referenced now in the motion.

**Motion** made by Councilor Escoffier to adjourn into Executive Session for Item 9 & 10. Second was made by Vice Mayor Moore.

**Roll Call Vote:**

Councilor Baker: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Godwin: aye

Councilor Escoffier: aye  
Vice Mayor Moore: aye  
Mayor Jenkins: aye  
**Motion carried 7-0**

- 10. Discussion, Consideration and Possible Direction to Staff relating to the Town of Camp Verde Northbound Sewer Collection System Expansion Easement Acquisitions.** Note: Council may go into Executive Session pursuant to A.R.S. 38431.03(A)(3) for legal advice with the attorney or attorneys of the public body; A.R.S. 38-431.03(A)(4) for discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations; and, A.R.S. 38431.03(A)(7) discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property. Staff Resource: Jeff Low

Adjourn: 7:02 p.m.  
Resume: 9:26 p.m.

**11. Adjournment**

Mayor Jenkins adjourned the meeting at 9:26 p.m.

  
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Mayor Dee Jenkins

  
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Attest: Acting Town Clerk Virginia Jones

**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 February 21, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 7<sup>th</sup> day of March, 2024.

  
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Virginia Jones, Acting Town Clerk