

**MINUTES  
TOWN OF CAMP VERDE  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S MAIN STREET, SUITE 106  
WEDNESDAY, MARCH 6, 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**

Finance Director and Acting Town Manager Mike Showers, Town Attorney Trish Stuhan, Deputy Town Clerk Virginia Jones, Administrative Support Manager of Public Works Dorie Blair and Recording Secretary Jennifer Reed.

**3. Pledge of Allegiance**

Councilor McPhail 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 21, 2024 - Special Session at 5:00 p.m.
- 2) February 21, 2024 - Regular Session at 6:30 p.m.

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

- 1) Special Session – Tuesday March 19, 2024, at 5:00 p.m.
- 2) Regular Session – Wednesday March 20, 2024, at 6:30 p.m.
- 3) Special Session – Wednesday March 27, 2024, at 5:30 p.m.
- 4) Special Session – Wednesday April 3, 2024, at 5:00 p.m.
- 5) Regular Session – Wednesday April 3, 2024, at 6:30 p.m.

**c) Possible Approval of Resolution 2024-1135, A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adjusting the Development Standards Review Fee – Commercial/Industrial for Fiscal Year 2023-24. Staff Resource: Michael Showers**

**Motion** was made by Council McPhail to accept the consent agenda as presented. Second was made by Vice Mayor Moore. Councilor Escoffier questioned the revision to Resolution 2024-1135 listed as Item 4c. Attorney Trish Stuhan explained the Resolution in the packet, the first recital, the "Whereas Clause", has been deleted due to a typographical error. She suggests the motion now read, "*motion to approve as presented, with an amendment to Item C, to remove the first recital.*" Vice Mayor Moore rescinded her *Second* and Councilor McPhail revised her motion to read, **Motion** to accept the consent agenda with the revision to Item 4c as described by the Town Attorney. 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.

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))  
None

6. **Special Announcements and presentations-**

• **Presentation of new Community Development Software.** Staff Resource: Roxanne Jasman.

Chief Building Official Roxanne Jasman gave a presentation of the new software, explaining the key features. Ms. Jasman also went over the budget for this item and how it could affect other departments. Mr. Showers explained that Community Development Department is not able to operate with the current software. Mayor Jenkins would like feedback from the manager that there will be no negative effects on other departments if they decide to go with this software.

7. **Discussion, consideration and possible approval of Resolution 2024-1134 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona proposing a permanent adjustment to the 1979-80 base expenditure limitation of the Town of Camp Verde.** Staff resource: Michael Showers

Finance Manager and Acting Town Manager Mike Showers explained the town has grown significantly since the last permanent base adjustment was approved in 2020 for FY22. The expenditure limit restricts municipalities from expending

current-year revenues and available fund balances beyond a set base limit, even when the Town has the cash available. It does not prevent municipalities from receiving grants or issuing debt in any amount as those items are excluded from the expenditure limit calculation. This effectively encourages municipalities to issue debt more often to cover needed expenses. The Town would prefer to use available cash for capital expenditures rather than seeking further debt issuance. An increase to our expenditure limit is not an approval to increase total Town expenses to that amount. The higher limit allows the Town to continue to spend current revenues and cash for needed capital and services without needing to utilize debt instruments. A permanent increase to the Base Expenditure Limit is the recommended course of action by the Acting Town Manager and Finance Director.

Councilor Godwin would like to get the word out to the public so the Town can spend their own money or the state will take the money from us.

Vice Mayor Moore questioned when the item would go on the ballot? Mr. Showers indicated it needs to go now. Ms. Moore asked about educating the public. She asked if Mr. Showers knew how many times there would be a forum to educate the public. Mr. Showers stated he has not set up a plan to distribute information yet. He will sit down with Acting Town Manager Mabery in the near future to discuss a plan to distribute information.

Attorney Trish Stuhan stated the Town Manager and Finance will work through education and how to go about that. There will be opportunities prior to the election to submit arguments. Arguments may be submitted by May 1<sup>st</sup>. Council decides the number tonight then staff will work out the education plan.

**Motion** made by Councilor McPhail to approve Resolution 2024-1134, amending the 3<sup>rd</sup> paragraph to read, "*Shall the expenditure base of the Town of Camp Verde be permanently adjusted by \$950,000*", a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, proposing a permanent adjustment to the 1979-80 base expenditure limitation of the Town of Camp Verde. 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

8. **Discussion and possible selection of Hearing Officer for Code Enforcement Cases.** Staff Resource: John Knight

Finance Manager Mike Showers introduced the applicants. Mayor Jenkins asked for an overview of the interview process. Councilor McPhail indicated a subcommittee composed of three (3) council members – Jackie Baker, Wendy Escoffier, and herself interviewed the three candidates. All the candidates are well qualified, and each has expertise in different areas. They would like the Community Development Department to be able to utilize all three experts in a way that they see fit.

The candidates are:

- Jeri Scott
- Michael Goimarac
- Theresa Coleman

Michael Goimarac and Jeri Scott introduced themselves and gave a little background on their experiences. Theresa Coleman was joining via zoom but because of technical difficulties was unable to communicate.

**Motion** made by Councilor Godwin, to direct the Town Manager to enter into contracts with all three (3) Hearing Officer candidates. Second was made by Councilor Escoffier.

**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 and possible approval to ratify the purchase (2) ramadas from Exerplay in the amount of \$57,875.19 for the Grief Hill Trailhead grant project.**  
Staff Resource: Martin Smith

CIP Project Manager Martin Smith stated in August staff placed an order for the (2) ramadas at the trailhead. He found an invoice for a deposit for the ramadas that was left by his predecessor. It was his understanding at the time, this was already brought to Council for approval. Council discussed how this could have happened, but no one is sure exactly what happened.

**Motion** made by Councilor McPhail to ratify the approval of the purchase of (2) ramadas from Exerplay in the amount of \$57,774.45 for the Grief Hill Trailhead grant project. Second was made by Councilor Baker.

**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. 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 the Pecan and Wine Festival scheduled for next weekend.

Councilor McPhail attended Teen Game Night, the Yavapai Apache Nation Tribal Council Meeting and Exodus Day. She mentioned *'The Old Guys'* installed 19 holes on the Disc Golf Course and the Tree Advisory Committee planted flowers.

Councilor Escoffier gave a shout out to the Library's STEM Program they had in February. She attended the Lowell Observatory Presentation and is reading essays for MATFORCE Essay Contest.

Mayor Jenkins attended the Yavapai Apache Nation Exodus Day and the other Mayor Meetings she regularly attends.

Finance Manager Mike Showers-

- Attended an Animal Work Group Meeting.
- Attended the Monster Truck Rally.
- Town Manager Recruitment Process:
  - 58 applications were received. Drew will present the candidates he feels will be successful. Council will decide who will be the best fit.
  - March 19<sup>th</sup> Council will go over the interview processes & *interview questions*.
  - April 4<sup>th</sup> & 5<sup>th</sup> will be finalist interviews.

**11. Adjournment**

Mayor Jenkins adjourned the meeting at 7:39 p.m.

  
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Mayor Dee Jenkins

  
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Attest: 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 March 6, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 5 day of April, 2024.

  
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Virginia Jones, Town Clerk