

MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, APRIL 17, 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, 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) Regular Session – March 20, 2024, at 6:30 p.m.
- 2) Work Session – March 27, 2024, at 5:30 p.m.
- 3) Special Session – April 3, 2024, at 5:00 p.m.
- 4) Regular Session – April 3, 2024, at 6:30 p.m.
- 5) Special Session – April 5, 2024, at 7:30 a.m.

b) Set Next Meeting, Date and Time:

- 1) Work Session – Wednesday April 24, 2024 at 5:30 p.m.
- 2) Regular Session – Wednesday May 1, 2024 at 6:30 p.m.
- 3) Work Session – Wednesday May 8, 2024 at 5:30 p.m.
- 4) Regular Session – Wednesday May 15, 2024 at 6:30 p.m.
- 5) Joint Work Session with Planning & Zoning Commission– Wednesday, May 22, 2024 at 5:30 p.m.

c) Possible approval for staff to extend deadline and Letter from the Verde Valley Archaeology Center. Staff Resource: Economic Development Director Molly Davies

Motion was made by Council Escoffier 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))
None

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 attended Earth Day Celebration.

Councilor McPhail attended Teen Game Night, the Yavapai Apache Nation Tribal Council Meeting, Coffee with a Cop, the Earth Day Celebration, and the Sustaining Flows Meeting. She also gave an update on the Camp Verde Adult Reading Program. She mentioned several upcoming events:

- The State of the Water Shed Conference will be in September in Camp Verde
- Friends of Verde River will be updating their report card and will come out in 2025,
- Sonoran Institute will be putting together a conference to look at water issues.
- Friday, April 19th at 9 a.m. NRDC will be having a Water Meeting
- Verde Lakes will host a Spring Fest on Saturday, April 20th, from 10am-4pm,
- Archeology Center will hold a Navajo Flute Building Class

Vice Mayor Moore attended Coffee with a Cop and reminded everyone the Camp Verde Farmers Market will be starting soon, there will be a Plant Sale on May 11th.

Councilor Murdock attends Little League games; she gave kudos to those involved in running the program.

Councilor Escoffier attended the Town Manager Candidate Meet and Greet, a US Marshall Academy Graduation in Georgia, and a Cheer Competition in Alabama.

Councilor Baker attended the AZ Office of Tourism Meeting.

Mayor Jenkins attended the Town Manager Candidate Meet and Greet, the AZ Fiber Festival, the Tree Sale, the Opening Ceremonies of Little League; she threw out the first softball pitch, the Wednesday, League Updates Meeting who gives updates on bills going through legislation, the Verde Valley Mayor and Manager Meeting, the Earth Day Celebration, and the Az Office of Tourism Meeting. She met with Northern Az Healthcare Manager and Representatives to talk about updates on staffing and the future. She also met with Prescott Forest Service Representatives

Acting Town Manager Gayle Mabery-

- April 4th & 5th Town Manager Applicant Interviews with a public Meet and Greet,
- Remember that April 18th is the first Food Truck Night of the season, which will continue every 3rd Thursday,
- The Culpepper & Merriweather Circus will be in town April 29th & 30th; two shows a night with the first at 5 p.m. & the second show at 7 p.m.

7. Special Announcements and presentations-

- **Proclamation declaring April as Sexual Assault Awareness Month** (Tracie McConnell will be available for short presentation)

Vivian Mann gave a presentation on the Verde Valley Sanctuary. She directed everyone to the website for more information about the sanctuary and the resources they have (verdevalleysanctuary.org). They also have a hotline: (800) 930-7233. Mayor Jenkins designated and proclaimed April as Sexual Assault Awareness Month.

- 8. Public Hearing followed by discussion, consideration and possible approval of Ordinance 2024-A490, an ordinance of the Mayor and Common Council for a Zoning Map Change from RR-2A (Rural Residential; 2-acre minimum) to C2-4 (Commercial: General Sales and Service; 4,000 square foot lot size minimum) for approximately 23.34 acres, specifically described in Exhibit A (APN 403-20-007R), generally located on the North side of West State Route 260 and Horseshoe Bend Drive. Staff Resource: Community Development Director John Knight**

Staff Comments

Community Development Director John Knight explained that at the March 20, 2024, Regular Meeting, the Council tabled this item to April 17, 2024. The purpose of tabling was to provide the applicant and property owner time to consider the possibility of a Development Agreement and/or a PAD. He went on to say the Council has 3 options: table this item to the July Meeting, approve the application or deny the application. Staff is recommending Council deny this item because they are not ready with a development agreement.

- **Public Hearing Open: 6:54 p.m.**

Public Comment:

Bill Tippett lives behind the property and is opposed to this item. The General Plan hopes to maintain the vistas and hillsides for the ascetics of the community. Considering there are already several RV Parks in the area a little bit of variety would help to maintain the Rural Character.

- **Public Hearing Closed:** 6:57 p.m.

Applicant Comment

Mr. Rob Witt represents the Selna's and the Mongini's. He said he is frustrated and confused. He went through what he had done so far and said he had done everything that was asked of him. He just found out about this meeting and that staff is recommending denying the application. Councilor Godwin questioned if he withdraws his application does he have to wait a year to submit a new application.

Town Attorney Trish Stuhan wanted to clarify; the zoning ordinance normally has a restriction in submitting the same application again in a year. This would be different, there would not be a year bar for a Planned Area Development and Development Agreement to deal with deed restrictions.

• **Council Discussion**

Councilor Escoffier has a hard time with this rezone without knowing what is going to be put in there. She would prefer to know what will be going in; see something with more details.

Vice Mayor Moore is frustrated about the communication problem. The Council does not want to operate like this; it is not the intention of the Council to put off the application. She felt it was the consensus of the Council at the last meeting that they were not comfortable with doing a straight Zoning Map Change. Her main concern is the neighborhood around it. She said the applicant could come back and reapply for a PAD and a Development Agreement which would allow them to move forward, or the applicant could withdraw the application. She wants to make sure everyone is communicating properly.

Councilor Baker asked Mr. Witt, is there a developer interested in preparing a plan for Council so Council can make an informed decision regarding the property? The Council wants to work with developers that come into the community but Council needs all the information possible to make an informed decision. She also asked when they met with staff, after the items was tabled, were you told to take action and you feel like you have done that? Mr. Witt stated he has been trying to communicate to Council that the only thing that could be built there right now is 11 single family homes. He does not have a developer that wants to put in those homes. He feels that there has been no indication of what the Council wants in there. He went through the steps that he was asked to do.

Councilor McPhail said Council were pretty clear at the last meeting, they were not going to be satisfied with C2 across the property. The Council was also clear with having commercial along HWY 260 was a possibility. What was talked about two

weeks ago, was coming back looking at the whole property and dividing it into areas that were appropriate for commercial and the areas that were appropriate for residential. The application before Council tonight is still to change everything to C2 across the property. The Council is not in agreement with that. She went through the available options. The applicant could pull the applicant and take all the time you need to determine which areas are appropriate for which type of development and come up with a conceptual plan of what those areas are. It doesn't have to have minute details. Or the Council can deny the application because Council will not approve it in its current state. Then the applicant could work with staff to put together a Development Agreement or a PAD. Councilor McPhail said Council wants to preserve the two Character Areas in that area. She suggests rescinding the application then work with the property owners to decide what areas you'd like to put the Commercial in and then work with staff to see how he needs you to show Council the plans and then come back.

Mr. Witt asked to table this item so he can let his clients know what is happening. He doesn't think he can make the decision without this. He voiced his frustration that he just found out about this meeting fifteen minutes ago.

Motion made by Councilor McPhail to deny Ordinance 2024-A490. Second was made by Councilor Godwin.

Roll Call Vote:

Councilor Baker: Nay

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Godwin: aye

Councilor Escoffier: aye

Vice Mayor Moore: aye

Mayor Jenkins: aye

Motion carried 6-1

9. **Public Hearing, discussion, consideration and possible approval of Resolution 2024-1133, a Resolution of the Mayor and Common Council of Camp Verde, Yavapai County, Arizona, for preliminary plat 20230617, submitted by Craig Baker, for the purpose of developing a 161-lot subdivision, in the High View at Boulder Creek Planned Area Development. The proposed project is zoned C2PAD and is generally located off Aultman Parkway and Boulder Creek Road on APN 403-15-010C.** Staff Resource: Community Development Director John Knight

• **Staff Comments**

Community Development Director John Knight said this item was noticed as a public hearing in anticipation of the Development Agreement being approved prior to the approval of the Preliminary Plat. Staff is still working out the details of the Development Agreement and needs additional time. Staff recommends the Council take no action at this time. Once the Development Agreement is complete and all other requirements are met, staff will re-notice this for a public hearing.

- **Public Hearing Open:** 7:19 p.m.
- **Public Hearing Closed:** 7:20 p.m.
- **Council Discussion-** None

No action taken.

10. **Public Hearing, discussion, consideration and possible approval of Ordinance 2024-A491 consideration, and possible approval of Ordinance 2024-A491 An Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving a Zoning Map Change from M1-PAD (Industrial: General – Planned Area Development) to C2 (Commercial: General Sales and Service – Planned Area Development) for approximately 24 acres of APN 403-15-003W, specifically described in Exhibit A and generally located southwest of the intersection of Highway 260 and North Aultman Parkway. Staff Resource: Community Development Director John Knight.**

- **Staff Comments**

Community Development Director John Knight said this item was noticed as a public hearing in anticipation of the Development Agreement being approved before consideration of the rezone. Staff is still working out the details of the Development Agreement and needs additional time. Since this was noticed as a public hearing, the council will need to open the public hearing and then close the public hearing. Staff recommends the Council take no action at this time. Once the Development Agreement is complete and all other requirements are met, staff will re-notice this for a public hearing.

- **Public Hearing Open:** 7:21 p.m.
- **Public Hearing Closed:** 7:22 p.m.
- **Council Discussion**

Town Manager Mabery gave context on Items 9 & 10. This was an effort by the staff to post a specific legal notice in advance, thinking something will be ready. Sometimes things come up and things aren't ready to move forward. She recommends to wait to post the public notice until everything is ready to go.

Councilor Escoffier said this really shows how dedicated Council and staff is, in working with developers to help them get their projects through. It helps the Town to get a really good development agreement in place. She thanked the staff.

No action taken.

11. **Discussion, consideration and possible approval of an Employment Agreement between the Town of Camp Verde and Miranda Fisher, appointing Fisher as the Camp Verde Town Manager beginning May 28, 2024. Note: The Council may convene in executive session pursuant to A.R.S. § 38-31.03(A)(1),(A)(3) and (A)(4) for discussion or consideration of employment of a Town Manager and legal advice/instruction regarding the contract. Staff Resource: Trish Stuhan, Town Attorney**

Town Attorney Trish Stuhan said Council has the agreement in front of them. Council could go into Executive Session if have you questions but you could also just approve the agreement in public session.

Motion made by Vice mayor Moore to approve of the Employment Agreement between the Town of Camp Verde and Miranda Fisher, which appoints Fisher as the Camp Verde Town Manager beginning May 28, 2024. 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

12. **Discussion, consideration and possible approval of an amendment to the existing Employment Agreement between the Town of Camp Verde and Gayle Mabery, extending her term as Acting Town Manager through May 27, 2024. Note: The Council may convene in executive session pursuant to A.R.S. § 38-431.03(A)(1), (A)(3) and (A)(4) for discussion or consideration of employment of Gayle Mabery and legal advice/instruction regarding an amendment to her Employment Agreement. Staff Resource: Trish Stuhan, Town Attorney**

Town Attorney Trish Stuhan said Council could go into Executive Session if you have questions, but you could also just approve the amendment in public session. She will type up a short agreement to extend the term. Ms. Mabery has said she is willing to negotiate a new agreement after the extension period if Council would like some remote or onsite support during the transition period. This agreement could be brought back at the next meeting.

Acting Town Manager Mabery spoke about the transition time, it's cleaner if the Acting Town Manager role ends when there is a new Town Manager. Her recommendation would be to execute a new contract.

Councilor Godwin would like to have Ms. Fisher's support and see how she feels about this. Ms. Mabery would recommend having the Town Manager execute the agreement.

Motion made by Vice Mayor Moore to approve an amendment to the Employment Agreement between the Town of Camp Verde and Gayle Mabery as Acting Town Manager, extending the termination date of the Agreement to May 27, 2024, and retaining all other provisions of the Agreement. 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

13. Adjournment

Mayor Jenkins adjourned the meeting at 7:30 p.m.



Mayor Dee Jenkins



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 April 17, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 2nd day of May, 2024.



Virginia Jones, Town Clerk