

**MINUTES
TOWN OF CAMP VERDE
JOINT SPECIAL SESSION
MAYOR AND COUNCIL
PLANNING & ZONING COMMISSION
473 S MAIN STREET, CAMP VERDE, AZ 86322
WEDNESDAY, JUNE 26, 2024, at 5:30 P.M.**

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. Call to Order of the Common Council

Mayor Jenkins called the meeting to order at 5:30 p.m.

2. Call to Order of the Planning & Zoning Commission

3. Roll Call Council

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

Also Present

Town Manager Miranda Fisher, Town Attorney Trish Stuhan, Acting Town Clerk Virginia Jones, and Recording Secretary Jennifer Reed.

4. Roll Call – Planning & Zoning Commission:

Commissioner Robert Foreman, Commissioner Claudia Hauser, Commissioner Ingrid Osses, Commissioner William Tippet, Vice Chair Todd Scantlebury and Chair Andrew Faiella are present. Commissioner Mark Lomeland is absent.

5. Joint Council/Planning & Zoning Commission Work Session. No action will be taken during the Work Session. Discussion and possible direction to staff may occur.

- a) **Introductions-** The Council and Planning & Zoning Commissioners introduced themselves.
- b) **General Plan Kick Off-** Staff Resources Community Development Director John Knight, General Plan Consultant Jason Sanks.

General Plan Consultant Jason Sanks gave a PowerPoint presentation about the General Plan. The presentation highlighted these topics:

- Explanation of what the General Plan is and what it is not.
- Overview of the General Plan
- The current Vision Statement
- Dates for opportunities for citizens to participate- members discussed public comments and how comments will be recorded. Comments will be put into a matrix and will be official public record. Changes will be put on the ballot for voters to vote on changes.
- Outline of the schedule of review, study sessions, and citizen review.

- What are Stakeholders and how they are identified- Councilor McPhail would like to make sure the Yavapai Apache Nation is added to the list of stakeholders.
- Public Outreach Plan- list of opportunities for citizens to review the draft of the plan.
- Review of the General Plan Components and new structure
- Changes to the elements of the General Plan
- Implementation of the General Plan
- Action Strategy Matrix/Implementation of Strategies
- Sample Maps

Council Member and Commissioners should reach out to John Knight with additional names of Stakeholders.

Mayor Jenkins took a point of personal privilege and wanted to make sure the meeting included the Pledge of Allegiance.

c) Orientation on Council, P&Z Commission & Staff Roles for Land Use Applications-
Staff Resource: Town Manager Miranda Fisher & Attorney Trish Stuhan.

Town Attorney Trish Stuhan went through Planning Roles and Responsibilities PowerPoint Presentation. This presentation included topics such as:

- Implementing "What We Have"
- How projects get started
- How the preapplication process works/levels of zoning
- Roles of the Planning & Zoning Commission and Advisement to Council and how Open Meeting Law comes into play.
- General Plans- holding Public Hearings and advising the Council

Councilor Baker stepped out at 7:14 p.m.

Councilor Baker stepped back in 7:16 p.m.

- Rezoning and Use Permits

Meeting break: 7:31 p.m.

Meeting resumes: 7:38 p.m.

- Rules and responsibilities
- Council Role in the Planning Process
- Explanation of Development Agreements & why they happen in Executive Sessions
- Best Practices for serving the public body
- Next Steps

6. Adjournment

Mayor Jenkins adjourned the meeting at 8:01 p.m.

Tom Jenkins

Mayor Dee Jenkins

Virginia Jones 7-18-24

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 Joint Special Session of the Town Council & Planning & Zoning Commission, of Camp Verde Arizona, held on June 26, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 18th day of July, 2024.



Virginia Jones, Acting Town Clerk