



Town of Camp Verde Vision Statement
"Camp Verde is welcoming, a safe community, a vibrant economy,
thoughtfully growing, and offering an exceptional quality of life."

**FINAL MINUTES
TOWN OF CAMP VERDE – PLANNING & ZONING COMMISSION
REGULAR SESSION
473 S. MAIN STREET, SUITE 106
THURSDAY, OCTOBER 24, 2024 at 6:00 P.M.**

ZOOM MEETING LINK:

<https://us06web.zoom.us/j/85044215262?pwd=Ylp3ZUFNN0w0RkQ3V0dLVkZiWnFsdz09>

One Tap Mobile: 1-669-900-9128 or 1-253-215-8782

Meeting ID: 850 4421 5262

Passcode: 116183

1. **Call to Order** Chairman Faiella called the meeting to order at 6:00 PM.
2. **Roll Call.** Commissioner Claudia Hauser, Commissioner Robert Foreman, Commissioner Ingrid Osses, Commissioner Mark Lomeland (Zoom), Commissioner William Tippet, Chairman Andrew Faiella, Vice Chairman Todd Scantlebury.
3. **Pledge of Allegiance** Vice Chairman Scantlebury led the Pledge of Allegiance.
4. **Consent Agenda** - All 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 the Commission so requests.

a. **Approval of Minutes:**

September 5, 2024 – Special Session

October 3, 2024 – Special Session

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

November 14, 2024 @ 6:00 pm, Regular Session

November 28, 2024 @ 6:00 pm, Regular Session – **Cancel**

Commissioner Foreman had minor corrections to the October 3rd Special Session.

- Between item 3.G.4.a and item H.1.e, item H was left out which was changing the increase from 50% to 100%.

On a **motion** by Vice Chairman Scantlebury, seconded by Commissioner Osses, the Commission **moved** to approve the Consent Agenda, minus the October 3rd Special Session Minutes.

Roll Call Vote:

Commissioner Hauser: Aye



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Commissioner Tippet: Aye
Commissioner Osses: Aye
Chairman Faiella: Aye
Vice Chairman Scantlebury: Aye
Commissioner Lomeland: Aye
Commissioner Foreman: Aye
Motion Passed 7-0.

On a **motion** by Commissioner Tippet, seconded by Vice Chairman Scantlebury, the Commission **moved** to approve the October 3rd Special Session Minutes with the changes presented from Commissioner Foreman.

Roll Call Vote:

Commissioner Hauser: Aye
Commissioner Tippet: Aye
Commissioner Osses: Aye
Chairman Faiella: Aye
Vice Chairman Scantlebury: Aye
Commissioner Lomeland: Aye
Commissioner Foreman: Aye
Motion Passed 7-0.

Call to the Public was not on the agenda, however, Chairman Faiella took a Call to the Public, in which no one wished to speak.

5. Informational Presentation: Presentation from Utilities Director Jeff Low regarding the Town of Camp Verde's Water System.

Using a PowerPoint Presentation, Utilities Director Jeff Low presented to the Commission the Town of Camp Verde's Water System. He stated that Rick Tackitt, Water Division Manager, was in attendance. Mr. Tackitt has a lot of knowledge and history on the town's water system.

Within his presentation, Mr. Low covered the following information:

- Water Master Plan Completed April 2024
 - System Overview
 - Water Demand
 - Arsenic Treatment
 - Build-out Projections
- ADWR Designation of Adequate Water Supply
- Immediate Need CIP
- Funding Sources
- Town Code
- Lead Copper Service Line Study
- Draft Water Standard Details



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- GIS Update

Vice Chairman Scantlebury asked Mr. Low to explain the difference between "average day demand, max day demand, and peak hour demand".

Mr. Low stated that "average day demand" is the average usage.

"Peak hour demand" is if there's a situation like a fire and you're using more water than you've ever used.

"Max Day Demand" would be in the middle of July when they're pumping a significant amount of water.

Chairman Faiella inquired as to how the 2024 graph line is below the single well supply for all the months except July and September.

Mr. Low said that anything above the "single well supply" line is a good thing.

Commissioner Osses asked if arsenic is bad in the summertime. If so, should she give the water to her animals? The arsenic levels are very concerning to her, and she wants to make sure the public is aware.

Mr. Low said that he doesn't feel that it's a crazy hazard at 15 ppb.

Town Manager Miranda Fisher shared that she would recommend consulting a plumber or someone who specializes in this. A person's doctor can advise them on consumption of arsenic dangers. It is not staff's area of expertise.

Mr. Low said they are going above and beyond by doing monthly tests to monitor the arsenic level. The information is available to the public in the Town's Master Plan Report.

Manager Fisher stated that they can post the data and a link online in order for citizens to educate themselves on arsenic.

Chairman Faiella asked if they have any information on the seriousness of the town's water in relation to the arsenic levels. Is it something they should be worried about before they do the treatment?

Mr. Low said it's something he's worried about, and the town is in contact with ADEQ. The town has a grant for arsenic treatment design. They are currently 90% planned. Any future wells, such as the High View Well, will require arsenic treatment. They will continue to work on grants to get the project completed.

Commissioner Tippet said that he's living off the Verde River Estates Well, where it looks like the arsenic level is a little less. He's been drinking water every day since he moved here 8 years ago.

Commissioner Lomeland asked if the testing is done every month.

Mr. Low said yes.

Commissioner Lomeland asked why the data only plotted to February 2023. He would like to see more current data instead of outdated data.

Manager Fisher said it's a huge lift on staff to be constantly pushing out data. She asked the Commission to give staff time to discuss the best mechanism to distributing information without any



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promise of monthly updates. She hears them that there's a need for more public transparency.

Mr. Low stated that he highlighted this specific timeframe because these were the highest levels of arsenic on record.

Chairman Faiella asked about the projections demand for 2050. Are they just assumptions or projected from the anticipated growth of the town? He personally feels the projected anticipated growth is low.

Mr. Low told him it's projected on the anticipated growth of the town.

Vice Chairman Scantlebury asked if the ADWR numbers are used in the adjudication.

Mr. Low said it's separate.

Chairman Faiella asked if the High View Well will only service High View.

Mr. Low said it will be incorporated into the water system, but it has the capacity, at build out, to only serve High View.

Commissioner Lomeland questioned the parts per million for High View.

Mr. Low stated that it needs to be under 8 parts per million, which they anticipate will be much lower to start. It will be filtered through an exchanger.

Commissioner Foreman asked if the new mains that will be put in for Park Verde Estates and Fort Verde Subdivision would be 6' lines in order to provide fire flow.

Mr. Low told him it would be 8' lines. The main part of the grant they will be receiving will replace outdated water lines.

Vice Chairman Scantlebury inquired about the 3 wells and their effect on the town's water levels.

Mr. Low told him that the water levels at Mongini Well have not gone down.

Water Division Manager Rick Tackitt spoke and stated they do monthly draw down tests. They do not have the same problems that wells along Mingus have in Cottonwood, where they drop two or three feet a year. He's worked on this system for 40 years.

Mr. Low said that another issue with the system is that there is no in-town storage. They have the wells ten miles out of town, and one water main into town. If anything happens to that water main, they have half of a day worth of storage. They have been working with Verde Commercial Developer to give them an acre so that they can build tanks for storage. They put in for a grant and a loan from WIFA for this project.

Vice Chairman Scantlebury asked where they WIFA money is administered through.

Mr. Low told him it's administered through the state. EPA gives the state money.



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Commissioner Osses asked if these price increases will be put on those who have leaks.

Mr. Low told her that they will pay more, but they also have a one-time forgiveness for situations like that. Additionally, if they are on the new meters, the town will let people know if their water usage has increased substantially.

Chairman Faiella asked if the town fines individuals that have leaks but ignore those warnings.

Mr. Low stated that right now fines would only come if there is a drought restriction during the leak.

Commissioner Hauser inquired as to who decides that the town is under a drought restriction.

Manager Fisher said that they would bring it to Council to do a resolution calling for the restriction, at the recommendation of town staff.

Mr. Low discussed lead and copper service lines and that the Town dug up 180 service lines.

Chairman Faiella asked if all the previous lead pipe service lines have been replaced.

Mr. Low told him that the town does not have any lead service lines. Most of Arizona does not have them. They had to document that their service lines were not lead.

Mr. Low discussed the flood model for the Town and finished the Water Master Plan with GIS. Also mentioned that a Sewer Master Plan is being worked on and the information has been placed in GIS as well.

Commissioner Hauser asked about the WIFA Grant. She inquired as to why Prescott is not listed in the AMA's exclusion.

Mr. Low responded and said that it excludes only Pima, Maricopa, and Pinal County. Prescott is not excluded because it's smaller.

Commissioner Foreman asked if they have plans to get software to tie in the sanitary rates with the actual usage of water.

To which Mr. Low responded that they do. They didn't have a lot of data at the time the sewer rates were set, so they didn't charge a usage amount right away. He and Finance Director Mike Showers meet monthly to discuss this.

Commissioner Foreman also asked if they have plans to replace the water mains at Verde River Estates.

Mr. Low stated he has been very focused on the Mongini Well, as it's the biggest system, but they do have projects plans in Verde River Estates.

Commissioner Osses asked why they used more water in 2022.

Mr. Low said that it had a lot to do with the tribe and jail, who were both using more water than normal.



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Commissioner Lomeland thanked Mr. Low for his excellent presentation.

Vice Chairman Scantlebury inquired about the house bill the nation has submitted. He asked if it has influenced plans.

Mr. Low stated that it hasn't as of right now. That project is at least a decade away from happening.

Commissioner Hauser shared concern about the Comfort Inn wasting water. She asked what could be done to put pressure on them to stop wasting water.

Manager Fisher stated that the current code wouldn't allow penalties to be applied in this situation, but it's something the town can look at. It would be a directive from the Town Council. They are happy to talk with the attorney to work on Planning and Zoning making a recommendation to the Council.

Chairman Faiella asked why Planning and Zoning Commission cannot direct staff to initiate an ordinance.

Town Attorney Michelle Stinson stated that while the town understands the concern, that is not the purpose of tonight's meeting. They are not in the position to be taking direction. The Council has to decide to move forward with that.

Manager Fisher explained that giving staff directive on utilities related code language is not within the purview of the Planning and Zoning Commission because utilities is addressed under the Town Code, not the Zoning Code.

Commissioner Osses asked about the new meters. Are they installed now and will they offer them into homes that have leaks?

Mr. Low responded that they will have most of the system with new meters. Staff will be installing them to save on funds. They will do about 100 installations a month starting in December.

Commissioner Tippet commended Mr. Low and his crew for the work they've done on Finnie Flat Rd.

Vice Chairman Scantlebury thanked Mr. Low for his wonderful presentation. He asked if Mr. Low had any recommendations for the Commission when they're looking at large developments for ways to conserve water.

Mr. Low did not have any recommendations for the Commission, but he and Manager Fisher have talked a lot about which codes they need to update to make sure they're getting the right information from new developments regarding water conservation.

Manager Fisher shared that development agreements will be an important part of water conservation moving forward. The Commission can recommend development agreements.

Chairman Faiella thanked Mr. Low for his presentation.



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6. **Current Events** - Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.

Commissioner Foreman shared:

-This Saturday there will be a fundraiser at 4:30pm in the town gym for Anthony Zorilla, a local high school student who needs a heart transplant.

Commissioner Osses shared:

-They had the first Art Walk on Main St. She felt it went very well, despite being a small event. They are planning on doing it more often.

-*Commissioner Hauser* requested that they start a discussion about the meeting that took place on October 1st with developers. She felt that the Commission should have been invited to that meeting. She would like to see it on a future agenda that they discuss this meeting.

She asked Attorney Stinson if this was the appropriate time to discuss the meeting, to which the response was no.

Chairman Faiella asked why this is not the appropriate time to discuss a meeting that the whole Commission was at.

Attorney Stinson explained that since a discussion about the October 1st meeting was not agendized, it could not be discussed at this meeting. Attorney Stinson explained that this time is simply for updates about events and activities the Commission has been involved in.

Commissioner Lomeland shared that he's not sure he'll attend the November 14th meeting.

7. **Staff Comments** – Town staff may provide brief summaries of current events, activities and/or projects they are working on. These summaries are strictly for informational purposes. The Commission will take no discussion, consideration, or action on any such item presented by Town staff, except that an individual Commission member may request an item be placed on a future agenda.

Manager Fisher shared:

-November 6th is the day when the Livestock Ordinance goes before the Council.

-They will also be talking about the pool repair at this meeting.

-There was a groundbreaking of Sycamore Vista on October 16th. Governor Hobbs and other State Representatives were in attendance.

-GovWell is the system they now have for permits and applications. The town is now online for a variety of things. They are trying to be as digital as possible.

-The TAG group has been going well. They have been looking at character areas.



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- The next Planning and Zoning Commission Meeting is on November 14th, where they will see the first set of the Zoning Ordinance. There will be an item they need to act on during this meeting, so it will be a Regular Session instead of a Work Session.
- Trunk or Treat is on October 31st.
- A Dark Sky event is currently going on during this P&Z meeting.


Town Planner Cliff Bryson shared:

- The TAG is going very well. There's a lot of great insights and opinions. He commended those who are working in it.
- Manager Fisher has asked him to be the liaison for affordable housing. He will attend a lot of affordable housing meetings.
- He will be part of a building equity committee that deals with climate change and sustainability issues.

8. Adjournment Chairman Faiella adjourned the meeting at 7:10 PM.



Chairman Andrew Faiella



Acting Community Development Director Miranda Fisher

CERTIFICATION

I hereby certify that the foregoing minutes are a true and accurate accounting of the actions of the Planning and Zoning Commission of the Town of Camp Verde, Arizona during the Regular Session held on the 24th day of October 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 24th day of October 2024.



Mary Frewin, Recording Secretary