



**DRAFT MINUTES  
TOWN OF CAMP VERDE  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S. MAIN STREET, SUITE 106  
WEDNESDAY, NOVEMBER 6, 2024 at 6:30 P.M.**

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

1. **Call to Order** Mayor Dee Jenkins called the meeting to order at 6:30 PM.
2. **Roll Call**  
Councilor Jackie Baker, Councilor Wendy Escoffier, Councilor Robin Godwin (Absent), Councilor Cris McPhail, Councilor Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins.  
  
**Also Present**  
Town Manager Miranda Fisher, Town Attorney Trish Stuhan, Town Clerk Leah Rhodes, Deputy Town Clerk Virginia Jones, Recording Secretary Mary Frewin.
3. **Pledge of Allegiance** Councilor Baker led the Pledge of Allegiance.
4. **Consent Agenda** – All those items listed below may be approved by one motion 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) Work Session – September 25, 2024 at 5:30 p.m.
    - 2) Special Executive Session (Public Portion) – October 2, 2024 at 5:30 p.m.
    - 3) Regular Session – October 2, 2024 at 6:30 p.m.
    - 4) Work Session – October 16, 2024 at 6:00 p.m.
    - 5) Regular Session – October 16, 2024 at 6:30 p.m.
  - b) **Set Next Meeting, Date and Time:**
    - 1) Special Session – November 13, 2024 at 5:30 p.m.
    - 2) Regular Session – November 20, 2024 at 6:30 p.m.
    - 3) Regular Session – December 4, 2024 at 6:30 p.m.
  - c) **Possible approval and renewal of the Inspection Services Agreement between the Arizona Department of Housing and the Town of Camp Verde to enforce installation standards.** Staff Resource: Building Official Roxanne Jasman.

On a motion by Councilor McPhail, seconded by Vice Mayor Moore, the Council moved to approve the Consent Agenda.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor Murdock: Aye  
Mayor Dee Jenkins: Aye  
Vice Mayor Moore: Aye  
Councilor McPhail: Aye  
Councilor Godwin: Absent  
**Motion Carried 6-0.**

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

Mike Dunegan reported an incident involving a citizen pulling a firearm out, cocking it, while making comments to his son and friends. Mr. Dunegan submitted a report to the Marshal's Office but feels no action has been taken to address the matter.

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.

The Mayor, Council and Town Manager reported on current events.

7. **Special Announcements and Presentations.** All presentations are limited to 15-minutes.
- **Oath of Office of Cristian Sotelo who joined the Maintenance Division of Public Works as a Grounds Maintenance Worker.** Staff Resource: Town Clerk Leah Rhodes.  
  
Town Clerk Rhodes swore in Cristian Sotelo.
  - **Oath of Office of Daniel Miller who joined the Maintenance Division of Public Works as a Grounds Maintenance Worker.** Staff Resource: Town Clerk Leah Rhodes.

Town Clerk Rhodes swore in Daniel Miller.

**Oath of Office of Oscar Berrelez, Jr. who joined the Marshal's Office as a Deputy Marshal.** Staff Resource: Town Clerk Leah Rhodes.

Town Clerk Rhodes swore in Oscar Berrelez Jr.

8. **Discussion, consideration and possible direction for the Heritage Pool restoration.** Staff Resource: Public Works Director Ken Krebs and Maintenance Division Manager Jeff Kobel.

CIP Project Manager Martin Smith presented this item. CIP Manager Smith stated that the town pool was closed prematurely this year, due to maintaining acceptable water quality. Staff had reached out to three companies to attain quotes and advice about what was necessary to restore the pool. Staff developed a list of work to be completed. Using the list and quotes received, staff developed an itemized bid tab that estimates the cost, to provide brand new equipment (minus the slide), with an approximate cost of \$610,000.

CIP Manager Smith stated the itemized bid tab, and estimated cost was presented to the Parks and Recreation Commission, and Commission members unanimously approved the project to be sent out to bid. CIP Manager Smith requested the Council's consideration and approval to proceed with issuing an open bid.

Town Manager Fisher added, when staff received the initial estimates, staff worked together to figure out which American Rescue Plan Projects and Capital Improvement Projects staff could delay. Staff came up with \$417,000. Without a bid, staff will be unable to assemble a financial portfolio detailing the funds required to make the pool operate. Manager Fisher noted that town funds do not need to cover the entire cost; staff can explore public partnerships and other funding opportunities. Staff's goal is to have the pool open by next year.

Councilor Murdock inquired whether staff would provide a detailed list of required repairs and replacements when submitting the bid proposal. CIP Manager Smith confirmed.

Councilor Murdock asked if the items pulled off the CIP list would be provided to the Council.

Manager Fisher provided an overview of the CIP list:  
CVMO Brick Building: \$45,000  
3<sup>rd</sup> Street & Maryvale Sewer Extension: \$52,000  
Court Addition: \$200,000

Parsons Preserve: \$45,000.

Town Multiuse Field Sprinkler System: \$75,350.

CIP Manager Smith stated the actual cost of the slide is \$120,000, with an additional cost of installation of \$40,000 and the freight delivery cost of \$15,000 would be added to the \$120,000. Manager Fisher clarified that a new slide would bring the cost up to almost \$800,000.

Vice Mayor Moore questioned what the Parks and Recreation Commission's recommendation was.

Manager Fisher stated that the Commission had two recommendations-

1. Send the item out to bid
2. Budget capacity to hire a pool manager in FY2026

Vice Mayor Moore stated that one of the complaints about the pool is that the citizens would like to see it open longer. Vice Mayor Moore expressed a desire to see the pool season extended if a significant investment is being made to the facility. Vice Mayor Moore stated that if the commitment to improving the pool is made, the project should be completed in full. Vice Mayor Moore suggested that they put out a community survey to inquire as to what the community would like to see at the pool. Vice Mayor Moore expressed her support for seeking bids, emphasizing the importance of completing the project properly with a forward-thinking approach.

Councilor Baker inquired about the pool's expected lifespan and whether it might be more beneficial to invest in a new pool that could better serve the community, noting that the current pool is situated on property not owned by the town.

Manager Fisher explained that at the November 20<sup>th</sup>, Town Council meeting, Council will review a request for proposal for the Parks and Recreation Master Plan, which will gather the necessary data to address questions from Council.

Councilor Escoffier expressed her support, noting that the pool was built with community donations and funding, and she believes it would be worthwhile investing in maintaining the community pool.

Mayor Jenkins stated that the pool must be operational for the community since the pool is a beneficial service to the citizens of Camp Verde.

On a **motion** by Councilor McPhail, seconded by Councilor Escoffier, the Council moved to approve town staff to place the project out for bid.

**Roll Call Vote:**

Councilor Baker: Aye

Councilor Escoffier: Aye

Councilor Murdock: Aye

Mayor Dee Jenkins: Aye

Vice Mayor Moore: Aye  
Councilor McPhail: Aye  
Councilor Godwin: Absent  
**Motion Carried 6-0.**

9. **Discussion, consideration and possible approval of accepting the proposal with Dalton's AC, for heating and refrigeration in the amount of \$56,950.00, for the replacement of the Camp Verde Marshal's Office evidence freezer.** Staff Resource: Public Works Director Ken Krebbs and Maintenance Division Manager Jeff Kobel.

CIP Project Manager Smith stated that the current evidence freezers at CVMO, originally installed in 2006, are increasingly difficult to maintain and have become a significant source of issues. Staff had contacted many different refrigeration companies, and Dalton's AC was responsive. CIP Manager Martin recommended the project to be awarded to Dalton's AC.

Mayor Jenkins questioned if staff is still comfortable that this is a fair bid, with it being the only one staff received. CIP Manager Smith confirmed that he feels it is a fair bid.

Councilor Escoffier stated that the estimate from Dalton's states that the equipment prices were only valid until October 31<sup>st</sup> and asked whether the cost presented was still valid.

CIP Project Manager Smith stated that the prices are valid and has contacted Dalton's for confirmation.

On a **motion** by Councilor McPhail, seconded by Councilor Baker, Council **moved** to award Dalton's AC Heating and Refrigerant for the replacement of two freezers and one refrigerant condenser units and installation of a new alarm system at CVMO in the amount of \$56,950.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor Murdock: Aye  
Mayor Dee Jenkins: Aye  
Vice Mayor Moore: Aye  
Councilor McPhail: Aye  
Councilor Godwin: Absent

**Motion Carried 6-0.**

10. **Public Hearing:** Discussion, consideration and possible approval of Ordinance 2024-A494 an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Planning and Zoning Ordinance Section 305.1-Livestock Regulations. Staff Resource: Town Manager Miranda Fisher.

- **Staff Comments**

Town Manager Miranda Fisher provided the Council with a recap of how the item has come to this point in the Section 305.1- Livestock Regulations amendment. Manager Fisher stated in August 2023, following an agritourism permit request, there was a conversation with Council about a direction that they had given to staff, specifically the Town Manager at the time, to form a Work Group to work on the Town's Livestock Ordinance. The Work Group was formed to draft the ordinance and make productive changes. The ordinance would be used as a repeal and replacement. An official public hearing took place on September 5<sup>th</sup>. At the public hearing, direction was given to town staff to take the feedback provided from the Planning and Zoning Commission members and amend the Ordinance that the work group had suggested. At the October 3<sup>rd</sup> public hearing, the Commissioner Foreman made a motion to include 7 changes, and the motion failed.

Manager Fisher stated tonight the Council is being presented with the Ordinance that was provided to the Planning and Zoning Commission on October 3<sup>rd</sup>, with minor amendments. Manager Fisher clarified that staff is asking Council to vote on the ordinance, which includes the Work Group and staff edits. Additionally, Commissioner Foreman had recommendations, which town staff had no issues with, however, those recommendations were not provided to Council.

Councilor Baker asked if the adjustments made were minor or major.

Manager Fisher stated that staff cleaned up the nuisance changes and provided clarification of how the administrative adjustment permit would work.

Councilor Baker inquired about the rationale behind initiating a discussion to amend an ordinance that she believed to be effective.

Town Planner II Cory Mulcaire stated the item had come up due to some code complaints and use permits that came through that people were for and against. The direction came from the Council after there was upheaval in the community about the ordinance and the differing opinions in the community.

Councilor Baker shared that swine should be limited to one per parcel or for 4H purposes. Bison should not be one of the approved animals within the community. Beyond that, she felt that the current ordinance has worked very well for years and needs to stay as is.

- **Open Public Hearing** Mayor Jenkins opened the Public Hearing at 7:25 PM.

Bonnie Mansker did not wish to speak but was in favor of the agenda item.

Jordy Weaver expressed support for the agenda item and recommended several modifications to the Ordinance. Specifically, she proposed: reducing the point allocation for cattle under 600 pounds; increasing the permanent adjustment to 100 percent upon permit issuance; raising the threshold for neighbor disputes from 20 percent to 50 percent; expanding manure set-back requirements from 30 feet to 60 feet; and retaining initial permitting authority with the Community Development



Department instead of the Board of Adjustment. Ms. Weaver also submitted a petition, distributed to the Council, advocating for an increase in the allowable animal count.

Tye Reddell did not wish to speak but was in favor of the agenda item.

Robert Benson spoke in favor of the agenda item.

Eileen Martin spoke against the agenda item and stated the current animal count is working as it stands. The proposed ordinance only benefits a small portion of the community. Ms. Martin recommended that any changes be incorporated into the General Plan to allow for a community-wide vote.

Cathy Morgan spoke against the agenda item. Ms. Morgan stated she would like the current Ordinance to stay as it stands.

Daria Weir spoke in favor of the agenda item and stated she would prefer no animal count at all.

Christa Brunori spoke in support of the item and stated one of her concerns was the point allocation for cattle. Ms. Brunori provided an overview of the allocation of points, which illustrations were submitted to Council for review with visual comparisons. Ms. Brunori stated the proposed Ordinance will affect everyone in the community. Allowing the changes will help illuminate future discrimination against families and individuals' discrimination that has currently happened in the Town of Camp Verde. The change in the Ordinance will primarily and most importantly allow Town staff to have clear parameters to conduct their job more efficiently. The ordinance clears up the rules and regulations. Ms. Brunori encouraged the Council to look at the marketing efforts to provide future information to the community.

Tanner Bryson expressed support for the agenda item, offering insights on the agricultural perspective. Mr. Bryson urged the Council to reflect on the identity of the Town of Camp Verde, questioning whether the Town envisions itself as a residential community or as a community with a rural agriculture.

Cheri Wischmeyer spoke against this agenda item and stated that the ordinance they were voting on was not provided to the community. Additionally, the community did not receive other important papers that were included in Council's packet.

Manager Fisher addressed Ms. Wischmeyer's comment. Manager Fisher stated Ms. Wischmeyer had made a good point, and it was an accidental oversight that there were essential documents missing from the packet. Manager Fisher recommended that the Council continue with the Public Hearing, provide additional feedback to staff, and with the feedback given, bring an amended ordinance to the Council at the November 13<sup>th</sup> meeting.

Janet Anderson spoke against this agenda item and stated the Town needs to have restrictions and is opposed to the point system.

Stephen Magoon spoke against this agenda item and stated it is important for the Town of Camp Verde to retain the rural community lifestyle. Mr. Magoon was opposed to the point system.

Shirley Rae spoke against this agenda item and stated enforcement has been overshadowed with a small group of residents. Ms. Rae stated she supports the current Ordinance.

Dorie Blair spoke in favor of the agenda item.

Jake Davis did not wish to speak but was in favor of this agenda item.

Town Clerk Rhodes received a letter from a citizen, but she did not read it, as letters should have already been submitted. The letter will be submitted to Council via the Clerk's Office.

- **Close Public Hearing** Mayor Jenkins closed the Public Hearing at 8:04 PM.

Mayor Jenkins recessed the meeting for a break at 8:05 PM.

Mayor Jenkins reconvened the meeting at 8:13 PM.

The Public Hearing was re-opened at 8:13 PM for members of the public to speak during the meeting via Zoom.

Mary Phelps spoke in favor of the agenda item and stated there is a need for change and for the Council to consider Robert Foreman's suggestions and requests.

Robin Oothoudt spoke in favor of the agenda item.

Jessica Oium did not wish to speak but was in favor of the agenda item.

Mayor Jenkins closed the public hearing at 8:16 PM.

- **Council Discussion**

Mayor Jenkins opened the floor for Council discussion, stating that tonight they will give staff directions on what they want to see with the ordinance and then come back to vote on it next week. They cannot vote this evening because the packet was not complete.

Vice Mayor Moore stated that she feels they need to decide if they're going to have discussion and talk about changes they'd like to see, or if they'll just wait until the next meeting when staff have the packet put together. Vice Mayor Moore would like the citizens to have the opportunity to review everything that Council has reviewed and would like to see Commissioner Foreman's recommendations.

Mayor Jenkins stated that when the documents are brought back to Council, she would like to see it color coded including the original recommendation from the Work Group,



what staff changed, and what came out of the Planning and Zoning Commission meeting. Mayor Jenkins would also like to see the original ordinance to compare. Mayor Jenkins requested Council to advise staff if there's anything else they'd like to see in the packet.

Councilor Escoffier agreed with Mayor Jenkins. Councilor Escoffier asked if the ordinance were to be amended, could they amend it again if it wasn't working.

Town Attorney Trish Stuhan responded that Council could amend the ordinance again. However, if they change the code, some citizens may be grandfathered into legal non-conforming if the Council decided to change the code back.

Mayor Jenkins stated this agenda item will be tabled until Wednesday, November 13, 2024. Mayor Jenkins thanked everyone who had been present at meetings regarding section 305 and apologized for the mistake this evening.

Vice Mayor Moore inquired about a survey that was conducted and would like to see the survey results in the packet.

Planner II Cory Mulcaire stated that she's not sure if the survey and public comments had been included in the packet that evening, but she will ensure the Council is provided the information.

Manager Fisher stated that to avoid large packets, there will be a link provided for the information.

Vice Mayor Moore responded as long as it's available to Council. Vice Mayor Moore stated she would like to see all the information that took place at the Planning and Zoning meeting and would like all material to be clean and clear.

Manager Fisher apologized to Council on behalf of staff for the administrative oversight. Manager Fisher agreed that Council should be provided with all the information to make their decision. Manager Fisher stated with the item coming back to Council on November 13<sup>th</sup>, staff will not have time to accept new public comments that take place from this day forward. Staff will have all the comments that were submitted tonight and prior to in the November 13<sup>th</sup> agenda packet.

Councilor Escoffier mentioned that one of the links on the website was broken, and she did not receive the information she expected. Additionally, Councilor Escoffier expressed a desire to have things organized and streamlined for easier access.

Manager Fisher stated that Council will be provided with all five versions of the ordinance to review, allowing them to track the progression and determine which version they prefer.

On a **motion** by Councilor McPhail, seconded by Councilor Baker, the Council **moved** to continue this public hearing until Wednesday, November 13 at 5:30 PM.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor Murdock: Aye  
Mayor Dee Jenkins: Aye  
Vice Mayor Moore: Aye  
Councilor McPhail: Aye  
Councilor Godwin: Absent  
**Motion Carried 6-0.**

11. **Adjournment** Mayor Dee Jenkins adjourned the meeting at 8:30 PM.

CERTIFICATION

  
\_\_\_\_\_  
Mayor Dee Jenkins

  
\_\_\_\_\_  
Town Clerk Leah Rhodes

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

Dated this 21 day of November, 2024.

  
\_\_\_\_\_  
Leah Rhodes, Town Clerk