

**(Corrected) MINUTES
TOWN OF CAMP VERDE
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, MARCH 25, 2020 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

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

2. Roll Call

Mayor Charles German (5:35), Vice Mayor Dee Jenkins (Zoom), Councilor Robin Whatley (Zoom), Councilor Bill LeBeau (Zoom), Councilor Joe Butner (Zoom), Councilor Jesse Murdock (Zoom) and Councilor Buck Buchanan (Zoom) are present.

Also Present

Town Manager Russ Martin, Financial Director Mike Showers, Public Works Director Ron Long, Town Clerk Cindy Pemberton and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Mayor German led the Pledge.

4. Presentations by various department representatives regarding the Camp Verde Capital Improvement Plan for fiscal year 20-21.

Town Manager Russ Martin opened the meeting and turned the floor over to the department heads to present their most important project on their list.

Community Development- Community Development Director Melinda Lee

- (\$5,300) 8"x40" Wind and Watertight Shipping Container for the Archives. The current document storage area is full and this will be additional storage space for those documents that need to be retained indefinitely. Page 48.
- (\$13,000) Wide Format Scanner to make it easier to scan large documents and maps. Resolutions will be more clear and will be able to take one photo instead of multiple photos. Page 49.

Vice Mayor Jenkins would like presenters need to state page number when presenting.

CVMO- Marshall Corey Rowley

- (\$900 per month per vehicle via lease option through Enterprise) Enforcement Vehicle Replacement/Upgrade. Replacement of high mileage vehicles. Page 50 & 51.

Parks and Recreation- Mike Marshall

- (\$60,700) Parks and Recreation Town Complex Upgrades. Replace flooring in rooms 204 & 205. Page 40.

Economic Development- Steve Ayers & Cris McPhail (landscape architect.)

- (\$9,000) Cook Shack Pocket Park. Add turf and shrub area to be a useful viable space. Page 29.
- (\$19,600) Parson's Riverfront Preserve Development. waiting for ADOT to get work done. A grant will help finish the work. Page 30.
- (\$70,000) Wayfinding Signage Project. This project has been engineered and is ready to go when funding is available. Page 33.

Maintenance- Jeff Kobel

- (\$76,315) Pool Filter System and Heater. The pool still has the original heater and will need to be replaced. Page 6.
- (\$14,100) Replacing Damaged or Trip Hazard Portions of Sidewalks. Holloman street, on both sides of Main Street, repair sidewalk trip hazards Page 7.
- (\$18,000) Tuff Shed and Golf Cart for Equipment Storage – Butler Park Area. The Tuff Shed (12x36) would be multi-purpose because they are running out of space to store equipment. The golf cart is for maintaining the Butler Park and pool areas. Page 31.
- (\$11,100) Bus Stop at Camp Verde Community Library. This cost would cover pouring the concrete and bus shed. Page 35.
- (\$23,450) Continue Roof Work, 300 bldg. The roofs in 3 sections still need worked on. These areas are the kitchen, Ron's Office, and Front entrance used for Building Maintenance. Page 36.
- (\$15,000) Roof Work, Archeological Center Building. Roof will have a life time warranty. Page 37
- (\$50,000) 100 Building Restroom Remodel. Some items are outdated, and non-ADA compliant. The price will continue to increase if the work isn't done. Page 38.
- (\$38,279) Gazebo Revamp. Jeff would like to keep the historical Structure. He suggests to remove the pillars and use some that are made of metal. He also would like to put in Treks benches. Page 39

Public Works- Public Works Director Ron Long

- (\$68,500) Court Security Check Point and Security Guard working the magnetometer. They will build a vestibule which would be heated and cooled.
- (\$12,360) HVAC Replacement and Duct Work for the Court. The current unit does not work for the area. Page 40.

Town Manager Russ Martin stated the court remodel will be done through pass through funds.

Vice Mayor Jenkins stated she is disappointed to have a nice court and then have the engineer miss the appropriate HVAC load. It is not that old of a unit. Mr. Martin stated staff is looking for an area to move the existing unit.

- (\$14,000) Library Building- ADA Door Operators (6 doors). Page 44.

Streets- Public Works Director Ron Long and Stacy Perry

- (\$17,500) Library Parking Lot Chip Seal. Would like to do a double chip seal. Page 8.
- (\$25,000) Install Digital Speed Signs. These will be placed in the school zone, one for each side of road. Page 9.
- (\$1,560,718) Chip Seal Maintenance Program. Area 1 and 3 FY 20/21, Area 4 FY 21/22, and Area 5 FY 22/23. Page 10.
- (\$1,694, 693) Annual Chip Seal Maintenance-cost into the future years. Page 11.
- (\$815,000) Circle K Intersection; Building Demolition, Design, and Construction. Still need to get the design work done. Could get the intersection done without demolishing building. Page 11.
- (\$369,150) Connector Road Hwy 260 and Out of Africa Pkwy. Other agencies such as Yavapai Apache Nation and other business could benefit from this connection, the Town may seek them out to help fund this. There is no design yet. Page 13.
- (\$7,141,432) Finnie Flat & Montezuma Castle Hwy Streetscape Improvements. This would provide streetscape that match Main Street. 80% of the plans are done on this. Page 14.
- (\$431,000) Hollamon Street and 7th Street Sidewalks. This item is under final review. Going out to bid in April and hopes to start work in May. The sidewalk would connect Main Street, to Walgreens and the Post Office. Still have \$300,000 from CGBG Block Grant and HERF to use for this. Page 26.
- (\$25,000) Street Yard Improvements. This would improve existing structures and add additional covers. Page 41.
- (\$18,500) Goose Neck Trailer. This would be used to pick up equipment for other departments and move smaller equipment around. Page 47.

Storm Water- Public Works Director Ron Long and Troy Odell

- (\$75,000) Hwy 260 and Verde Lakes Drainage Diversion. Eroded and flooding damage in yards of the Verde Lakes Subdivision Area. Forest service has been asked to help with funding. Page 15.
- (\$48,795) Verde Lakes Drive and West Clear Creek Crossing Culvert Package. This area washes out annually. Would like to purchase primary culvert package. Page 16.
- (\$1,400,000) Cherry Creek and Old 279 Crossing. Multiple entities could partner to fund this project. Page 17.
- (\$170,000) Glenrose/Quarterhorse/Stolen Drainage Improvement. This area need roadside ditches to funnel drainage out of the area. Page 18.
- (\$165,000) Industrial Drive/Gaddis Wash Crossing. The commercial properties have trouble with flooding. Would like to purchase 2 box culverts and raise the elevation. Page 19.
- (\$276,000) NW Verde Lakes Drainage Improvements. Ditches would help with the diversion of storm water. Homes are being flooded. Different studies would still need to be done. Page 20.
- (\$74,000) Verde Lakes – South Forrest Land Drainage Diversion Storm Water. Ditches would help with the diversion of storm water. Homes are being flooded. Different studies would still need to be done. Page 21.
- (\$63,500) West Storm Water Diversion of Verde Lakes. Storm water diversion channel. Eroded drainage. Page 22.
- (\$45,000) Behind Basha's Scupper and County Wash Cleanout. Scupper needs to be placed behind Basha's. Page 23.
- (\$45,000) Diversion of Stormwater Flow at Amorie Drive and Newton Lane. Divert the from storm water from Amorie Drive/Newton Lane area. Install pump station to pump retention ponds. Page 24.
- (\$45,000) Howards Road Filling and Drainage Improvements. This is already budgeted in this year but focus was drawn to McCracken Area instead. Maybe this could roll over into next year. Page 25.

Waste Water-Troy Odell (These items were included in a last minute packet, no page numbers were listed)

- (Just shy of 7million) Hwy 260 Sewer Extension/Expansion to Altman parkway. EDA grant will help fund a portion of this and includes everything north expansion and wraps in existing system. This could be a potential source of revenue.
- (\$80,000 if built in-house) Construction of a Lift Station at Rezzonico Park.

This would be identical to what was put in at the RV Park. This could be funded by WIFA, the General Fund or the Wastewater Fund.

- (\$452,000) Sewer Lines in Black Bridge Loop area. This would mostly be funded by WIFA, and user fees could pay this back over a 25-year period. Get people who have paid and not received service, to get service.
- (\$145,000) Pettibone Lift next to the wastewater plant. Utilize this throughout system.
- (\$10,000 a piece to repair) Manhole Refurbishment- repairing/changing rings & lids. This would come out to about \$50,000-\$100,000 annually. Contributions could come from CIP or wastewater fund.
- (\$100,000 minimum) Control Panel Upgrade. The technology is outdated.
- (\$30,000) Shock Cover.
- (\$18,000) Muncher/Grinder Septic Tank Waste. This is a safety issue and would protect staff from needles.
- (\$10,000) Lone Worker Monitor. This would send out an alert if there is a safety issue with a person at the plant.
- (\$10,000) Main St Lift Station Upgrade. This would reduce odors and keep solids inside. Right now it gets pumped out 1-2 times a month.

Mr. Martin stated he is working with Waste Water Department tomorrow. May be able to address some of these issues through this year's budget. Will get update council when the Operational Budget is presented in a couple weeks.

Mr. Martin stated it looks like this way of holding meetings, via Zoom, worked out. Please let him know what could be better. He apologized for the three attempts to get packet out before the meeting. He is hoping to get everyone hooked up via the computer so everyone can see the presenter. Sometimes it is hard to digitize the information. These meetings are being recorded, and it was very quiet on our end. If you need technical help please let Town Clerk Cindy Pemberton know. If anyone gets public communication on these items, please send Ms. Pemberton an email, like a blue card and it will be addressed at the next meeting.

5. **Adjournment**

Mayor German adjourned the meeting at 7:02 p.m.



Mayor Charles German



Attest: Town Clerk Cindy Pemberton

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 Work Session of the Town Council of Camp Verde, Arizona, held on March 25, 2020.

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

Dated this 20 day of April, 2020.

Virginia Jones for Cindy Pemberton
Cindy Pemberton, Town Clerk