

**MINUTES
WORK SESSION
MAYOR AND COMMON COUNCIL
Of the TOWN OF CAMP VERDE
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, APRIL 13, 2016 at 5:30 p.m.**

1. Call to Order

Mayor Charlie German called the meeting to order at 5:30 pm.

2. Roll Call

Mayor Charlie German, Vice Mayor Bruce George, Councilors Jackie Baker, Carol German, Jessie Murdock and Robin Whatley. Councilor Brad Gordon absent.

Also present: Town Clerk Virginia Jones, Economic Development Director Steve Ayers, Administrative Assistant Julie Scott, Library Programs & Outreach Representative Sebra Choe and Recording Secretary Marie Moore.

3. Pledge of Allegiance

Mayor Charlie German led the pledge.

4. Presentation and possible direction to staff as it relates to affordable housing solutions to include but not limited to; building code requirements, zoning issues and other challenges. Staff Resource: Steve Ayers and Sebra Choe

Economic Development Director Steve Ayres explained that the genesis of this agenda presentation is due to the lack of a rental housing market in Camp Verde. Steve Ayers presented Council with a Power Point presentation, which is attached to the record. Steve Ayers explained to Council that after thoroughly researching the area real estate agencies, it was determined that there is a currently a large waiting list for rental properties in the town and surrounding areas as well. Steve Ayers indicated that he would like to explore options that other towns allow, in order to increase housing options in Camp Verde.

Library Programs & Outreach Representative Sebra Choe addressed Council with information regarding her history with the Town of Camp Verde for the past 7 years and her current employment with the Town. Sebra Choe explained her current living situation as a single individual with a small income, which limits her financial ability while considering her living expenses. Sebra Choe explained she is an educated individual with a desire to live well and enjoy her life outdoors, and rather than devoting the majority of her income to a large home. Sebra Choe also gave numerous examples of other individuals in her situation that are in need of reasonably priced small housing and explained if such housing opportunities existed, people could enjoy living in Camp Verde due to all the amenities the Town has to offer. With the Power Point presentation, Sebra Choe asked Council to consider the benefits in allowing small-wheeled housing, recreation vehicle park models accessory dwelling units, independent residence detached from single-family homes, tiny house villages, stand-alone tiny houses with a determined square footage as long-term residential options for the Town of Camp Verde. Sebra Choe also indicated that Accessory Dwelling Units are allowed in the City of Sedona. Sebra Choe expressed that this is a new idea for many municipalities and research would need to be conducted by Town staff to fit the needs of the Town of Camp Verde, but regardless, the options provided are all viable for single individuals, senior citizens, high school graduates and even small families.

Ron Posten, member of the public, indicated that Prescott Valley currently allows similar housing situations, and there is a site that sells such options. Munds Park provides and allows small housing. Another option that Ron Posten suggested would be to allow small plot lots that were very common in the 30s and 40s and suggested the Town find land suitable with utilities and zone it accordingly.

Steve Goetting, member of the public, spoke of increased poverty levels and low wages and encouraged

the Planning & Zoning Department to look further into the options that are sensible and affordable for the area. Steve Goetting also suggested the Council consider bringing back the Housing Commission.

Mayor Charlie German acknowledged that the millennial generation would rather spend money on life experiences rather than on large housing and agreed that the Town of Camp Verde should consider the point.

Councilor Jessie Murdock questioned the current supply and demand as well as availability of current subdivision housing. Steve Ayers explained that there are currently three subdivisions potentially coming to the area but will provide larger homes on lots ranging from 5000 sq. ft. to approx. 1 ½ acres. Councilor Jessie Murdock questioned what the value of the small housing options presented would be over a long period and expressed her concern about the condition they would maintain, expressing that she would not want to see the Town left with dilapidated housing in five to ten years because the housing is not meant to be long-term. Councilor Jessie Murdock indicated her support of the idea with proper steps taken to assure such an issue would not occur.

Councilor Carol German commended the wonderful presentation given and acknowledged that codes would need to be changed to accommodate the idea to make such a thing possible. Councilor Carol German expressed her support of reinstating the housing commission and understands that there could be resistance from surrounding property owners if property values were decreased in their neighborhood. Councilor Carol German acknowledged the current trend of small housing and indicated that high density/high quality housing is an idea to consider for the Town.

Councilor Jackie Baker questioned how Sedona went about changes in zoning to accommodate accessory dwelling units. Councilor Jackie Baker also recognized the housing issue in the Town of Camp Verde and encouraged pursuing the matter more thoroughly.

Vice Mayor Bruce George agreed with Councilor Murdock's point of view and questioned what would happen to surrounding property values if such housing was considered for the Town. Vice Mayor George also indicated he would like more information as to how the City of Sedona handled the situation and agreed the idea should be pursued.

Councilor Robin Whatley indicated that the requirement for a down payment makes it difficult for people to buy homes that are for sale in the area and acquiesced to the lack of housing options in the Town of Camp Verde. Councilor Robin Whatley expressed her consent for staff to retrieve more information for Council to consider on the small housing options.

Economic Development Director, Steve Ayers indicated that he would compile a list of pros and cons for the options presented for Council to consider.

Council directed staff to move forward with obtaining more information for their consideration of small housing within the Town of Camp Verde.

5. **Discussion regarding proper protocol and future action regarding items on the agenda, to include but not limited to Roberts Rules of Order, Open Meeting Law and Council Code of Conduct.** Staff Resource: Russ Martin

Town Clerk Virginia Jones briefly spoke about proper protocol during Council meetings and indicated that when in doubt, leave it out and expressed that if a Council member feels an individual is going to far, it is necessary to call for Point of Order. Council acknowledged and agreed with the Town Clerk. Mayor Charlie German explained that if an issue arises, the matter should be dealt with immediately.

6. **Discussion and possible direction to staff regarding business license applications, including application requirements, enforcement and penalties.** Staff Resource: Virginia Jones

Town Clerk Virginia Jones explained that the current Town Code indicates anyone conducting business within the Town limits is required to have a business license. As of this time and in years past, the Code has not been enforced upon professional groups. Town Clerk Virginia Jones requested clarification that Council truly intends all businesses to have a license or if they would like to amend the Code.

Vice Mayor, Bruce George, suggested staff find out how other municipalities handle similar situations. Councilor Robin Whatley indicated that all businesses should be required to obtain a license as the Code states, regardless of the operation.

Town Clerk, Virginia Jones, explained to Council that every business license is entered into the Marshal Office's database and, therefore, in case of an emergency, professionals are able to contact the business owners.

Councilor Jackie Baker stated that if the code currently states all businesses are required a license, the code should be enforced.

Mayor Charlie German expressed that having a license creates a level of trust within the community and indicated that charities should be registered as well, while they do not necessarily need to pay for a license, rather it would be a way for the Town to know who is raising funds in community and decreases the chance of fraud.

Administrative Assistant Julie Scott explained to Council that several businesses in the area are unaware of the requirement to have a license and just assume they can rent a space and start selling a product or providing a service.

Councilor Carol German questioned if a new business is required to start with Planning & Zoning to ensure proper zoning is maintained for the business. Town Clerk, Virginia Jones confirmed that a license is not issued until Planning & Zoning has been approved. The Town Clerk also explained that currently the Code states that a non-profit is exempt from the business license requirement.

Steve Goetting, member of the public, expressed he is in favor of level playing field for all businesses but indicated his concern regarding businesses who have operated previously without and asked that a grandfather status be considered. Steve Goetting suggested that a class be held at the Chamber of Commerce on the requirements of opening a business in the Town of Camp Verde.

Councilor Jessie Murdock stated that all businesses should be required to obtain a business license and it allows businesses to be held accountable as well as shows a level of professionalism. Councilor Jessie Murdock expressed concern with who and how the code would be enforced.

7. **Discussion and possible direction to staff regarding current Town Code requiring Department Monthly Reports.** Staff Resource: Russ Martin – Virginia Jones

Town Clerk Virginia Jones indicated that currently the Town Code requires Department heads to provide written reports each month and Council has previously discussed the possibility of Department heads appearing before Council in a public meeting in place of the written report. Jones indicated that if Council no longer wanted the written report the Town Code would have to be changed. .

Councilor Robin Whatley expressed that the reports are informational and it is an advantage for Council and citizens to know what is happening within departments.

Councilor Carol German indicated that not all department reports were included in the previous month report and agreed with Councilor Whatley that the reports are beneficial.

Vice Mayor Bruce George indicated that he likes the report to read but doesn't feel that appearance is necessary unless the department is working on a special project.

Councilor Jackie Baker also indicated she likes the monthly report and indicated she felt the appearance should be left to the discretion of the Department Head.

Councilor Jessie Murdock expressed she also enjoys receiving the report to stay informed on the departments progress.

Mayor Charlie German stated that he likes to read the monthly report and indicated the Department Heads should appear for the quarterly reports with project timelines being brought up to date for Council knowledge.

Town Clerk Virginia Jones indicated that monthly reports are available for public review. Vice Mayor Bruce George suggested attaching a link for the monthly reports to the Town Newsletter.

8. **Adjournment**

The meeting adjourned at 6:56 pm.


Charles German, Mayor


Marie Moore, Recording Secretary

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 Council Meeting of the Town of Camp Verde, Arizona, held on April 13, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 5th day of May, 2016.


Virginia Jones, Town Clerk