

**(Corrected) MINUTES  
WORK SESSION - CIP  
MAYOR AND COUNCIL  
473 S MAIN STREET, SUITE 106  
WEDNESDAY, JANUARY 27, 2016 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**

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

**2. Roll Call**

Mayor German, Vice Mayor Bruce George, Councilor Robin Whatley, Councilor Brad Gordon, Councilor Jackie Baker, Councilor Carol German and Councilor Jessie Jones-Murdock were present.

**Also Present**

Town Manager Russ Martin, Marshall Nancy Gardner and Commander Jacquelyn MacConnell, Finance Director Mike Showers, Economic Development Director Steve Ayres, Wastewater Department Troy O'Dell and Jan Grogan, Library Director Kathy Hellman, Public Works Department Ron Long, Town Clerk Virginia Jones, and Recording Secretary Lynn Riordan.

**3. Pledge of Allegiance**

Vice Mayor George led the Pledge of Allegiance.

**4. Presentation, discussion and possible direction to staff relative to the Draft 2016-17 Capital Improvement Plan.**

Finance Director Mike Showers advised that each Council Member had been provided a CIP Packet for Fiscal Year 2016-17. The goal for this work session and the work session set on Friday, January 29, 2016 is to gather information, develop and update the 5 year CIP plan and prioritize CIP projects. The CIP Packet includes an information page, guideline, strategic plan summary, requested CIP projects and proposed funding for those projects. Each department has Project Sheets that will be addressed.

Library Director Kathy Hellman addressed the Mayor and Council regarding **CIP projects for the Library**, listed by priority: Quality furnishings for the new Library, noting that \$37,000 is available from fundraisers + \$11,000 from a grant (estimated cost \$300,000); Public internet PC's and self-check-out/dual purpose computers, noting that the Library will also keep in use the current computers (estimated cost \$58,000); and new mobile website, noting that use on the new website vs the old website has increased usage in volume and duration (estimated cost \$30,000). Ms. Hellman advised that the new Library project is scheduled for completion July 29, 2016, with the opening of the new Library anticipated in August or September 2016.

Troy O'Dell and Jan Grogan addressed the Mayor and Council regarding **CIP projects for the Sewer and Wastewater Department** listed by priority: Upsize collection line (Horseshoe Bend to David Circle), with design and design costs by the developer (estimated cost \$100,000 with recovery of costs to be paid by connection fees), noting this item is critical with the Hwy 260 expansion and development; I-17 crossing lift station, with design provided in-house (estimated cost \$127,000 with recovery of costs to be paid by connection fees), noting this item is critical with the Hwy 260 expansion and development ; Sewer Extension #1 – Horseshoe Bend – with design provided in-house (estimated cost \$127,000 with recovery of costs to be paid by connection fees for Willows Subdivision); Solar power and WWTP Canopy (waste water treatment facility) to reduce algae growth and reduce or eliminate power (APS) bills (estimated cost \$800,000, noting the current annual APS cost is approximately \$120,000; Chlorination/pumping State and Reclaim Waterline and Community Park Water Storage Pond, noting that reclaimed water will be used for

park development, irrigation and maintenance reducing use of ground water, tank storage, and providing recreation (pond or ponds) at community park (estimated cost \$140,000 + \$240,000 for storage pond); WIFA improvement projects Sludge Drying Beds (estimated cost \$207,000), Tertiary Filtration (estimated cost \$102,000), and Disinfection Upgrade (estimated cost \$102,000); Filter and UV Building with design and permit review in-house (estimated cost \$55,000); noting a realistic project completion for upsizing collection line and I-17 crossing lift station is one-to-two years depending on ADEQ permits and contractor bids.

Public Works Director Ron Long addressed the Mayor and Council regarding **CIP projects for Public Works**. Mr. Long gave an overview of the current completed and in-progress projects. The Public Works CIP projects, listed by priority, as follows: 7 year road improvement and maintenance plan (estimated cost \$750,000 per year with a portion being paid by HURF funds); Butler Park upgrades and plans/design for Rezzonico Park, noting that Butler Park needs another Ramada (current Ramada is in constant use during spring/summer months) (estimated cost is as much as the Town wants to spend, with a new Ramada costing approximately \$13,500 + \$25,000 to \$300,000 for upgrades to Butler Parks and design and completion of Rezzonico Park); Community Park with seven year development plan (estimated cost 3.7 million over the next 6 to 7 years); Town Campus, government and public use facilities and improvements, including the gym, bathrooms, and Courtroom; noting Public Works is requesting direction regarding prioritizing these improvements (no estimated cost at this time); Tri-intersection and Montezuma Castle Design Improvements, noting the costs involved in this project would actually be less expensive for the Town if ADOT funds are not used as ADOT requires certain requirements, project engineers and managers that are at a substantial cost to the Town, requesting direction with this project with respect to keeping the street landscape uniform on Finney Flat Road and Downtown through the Tri-intersection onto Montezuma Castle Highway to the Bridge (including in front of, and the entrance to, the new Library), with the project being of high priority; Storm water improvements, which are always an issue and the Town will be getting substantially less funding from the county beginning this year (estimated costs \$112,000), noting progress has been made over the past few years, but storm water improvement needs are ongoing; Heritage Pool Improvements including splash pad, additional decking and roof repairs (estimated cost \$133,000); Public Works Vehicles and equipment needed over the next two years (estimated cost \$85,000); Gazebo Renovations (estimated cost \$48,000), noting that the Gazebo is a priority, but can be repaired rather than completed renovated for substantially less money; Flags and Banners (estimated cost \$48,000) noting new flags and banners will be needed for the lights on Finnie Flats and replacements for Down Town; Public Works Yard Utilities (estimated cost \$45,000) noting that now that the sewer line very close, it would be cost effective to connect into the wastewater/sewer line, additionally the Yard and Building for Public Works needs telephone/telecommunications installed; Historical Society Building maintenance and repairs (estimated cost \$35,000), noting preservation of this 110+ year old building is a priority; Upgrade Irrigation Pumps (estimated cost \$15,000), noting that the current pumps are old and have maintenance/repair issues – total pump failure could potentially be costly to the Town in loss of landscaping; Skate Park Lighting (estimated cost \$8,000), noting the entire lighting system at the Skate Park needs to be re-evaluated.  
Break 7:23 p.m. – 7:28 p.m. Councilor German left the work session.

Economic Development Director Steve Ayers addressed the Mayor and Council regarding **CIP projects for the Economic Development Department**, listed by priority: Trail Design & Clearance (estimated cost \$35,000), noting a community trail network is contained in the proposed General Plan; Wayfaring Signage Program (estimated cost \$20,000), noting this is much less than last year's proposed signage program and passable access is needed and a grant for \$50,000 has been applied for; Retail Recruitment (estimated cost \$50,000 per year), noting Buxton Company had just completed a presentation to the Council last Wednesday and a separate proposal by Retail Strategies is being presented.

Marshall Nancy Gardner addressed the Mayor and Council regarding **CIP project for the Camp Verde Marshall's Office**, listed by priority: Property and Evidence Expansion Options (estimated cost Option 2 \$35,000) specifically rolling shelving that would satisfy the immediate need for space and be effective for approximately 5 years – this being an immediate solution and the least expensive; Mobile Data Computer

Replacement (estimated cost (\$75,000), noting MCD's are necessary tools for officers to be effective and efficient; Surveillance and Security System for Marshal's Office (estimated cost \$50,000), noting the current system is so outdated that service and repair is no longer available; K-9 Vehicle (estimated cost \$54,400, with \$20,000 being reimbursed from impact fees), noting the K-9 Vehicle experiences more wear and tear than other vehicles.

**Council discussion:** Mayor German stated he would like to see CIP projects completed that will support infrastructure and growth which will be a long term investment for the Town. Mayor German and Councilor Jones-Murdock also suggested talking with Yavapai Apache Tribe, City of Flagstaff and partnering with City of Cottonwood with retail trade and promotions. Councilor Gordon stated support for completion of the street improvements and landscape on Finnie Flats as VVMC will be completing their portion and it would be aesthetically pleasing and an asset to economic development to have the road uniformly completed from 260 to Downtown. Councilor Gordon also suggested soliciting donations, or making a request of the "Old Guys" for repairs and maintenance of the Gazebo. Councilor Baker stated concerns about the skate park lights and costs. Councilor Jones-Murdock addressed the possibility investigating costs and efficiency of installing solar power options at the pool and skate park, and applying for grant money for river access and parks. Councilor Baker stated concerns about the skate park lights and costs.

Mike Showers requested the Council consider all requests and prioritize the requested CIP projects and be ready to discuss them on Friday's Work Session, without considering the cost only, and understanding that there are over \$24,000,000 of requests, with only \$1,500,000 available to spend and also acknowledging that some items addressed in the CIP requests will be requested in each department's operating budget for Fiscal Year 2016-17. Mr. Showers also addressed items that were not contained in the CIP requests: Completion of the Hwy 260 sleeves and wastewater/sewer – 5 year project, the 5 year project for street scape, demolition of the old library building and completion of parking for the new Library, and finishing the Court facilities, that the Council Members need to consider for discussion at the Work Session on Friday. Mike Showers presented a copy of the GFOA Budget Presentation Award Fiscal Year End July 2015 that was awarded to the Town of Camp Verde (again this year).

Mr. Martin advised that he would not be present for the Work Session on Friday, but was requesting the Council develop priorities for staff direction with respect to preparing the 2016-17 budget.

**Adjournment.** Mayor German, with no objection from Council, pronounced the meeting adjourned at 8:22 p.m.



Charles German, Mayor



Lynn Riordan, 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 CIP Work Session of the Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on January 27, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 17 day of March, 2016.



Virginia Jones-Town Clerk