

**MINUTES
WORK SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, SEPTEMBER 25, 2013 at 6:30 p.m.**

**Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Council motions to facilitate future research.
Public Input, where appropriate, is heard prior to the motion**

1. Call to Order

Mayor German called the meeting to order at 6:30 p.m.

2. Roll Call

Mayor Charles German, Vice Mayor Jackie Baker, Councilor Gordon, Jones, German and Whatley were present. Councilor George was absent.

Also present: Town Manager Russ Martin, Town Clerk Deborah Barber, Economic Development Director Steve Ayers, Judge Harry Cipriano, Court Supervisor Veronica Pineda, Public Works Director Ron Long, Maintenance Supervisor Mike Dumas, Town Marshal Nancy Gardner, Commander Bruce Girt, Deputy Town Clerk Virginia Jones, and Recording Secretary Barbara Bridge.

3. Pledge of Allegiance

Mayor German led the pledge

4. Discussion, consideration, and possible direction to staff relative to amending the Position Classification and 2009 Salary Plan, changing the job description and title of Children's Librarian to Youth Services Librarian. Staff Resource: Russ Martin

The Council agreed with the proposed changes and asked that the description be brought to Council for consideration at the next meeting.

Manager Martin addressed the Council about changing the job title from Children's Librarian to Youth Services Librarian to cover a broader scope of the job description. Martin stated that he would like to lower the years of experience to ensure that someone who might have recently graduated and has the required education and experience would qualify for the job. The current job description is equivalent to that required of a Library Director.

5. Discussion, consideration, and possible direction to staff regarding the future use of the Town-owned property known as Rio Verde Plaza, the Town campus, and facilities. Staff Resource: Russ Martin/Steve Ayers

Mayor German opened the topic to Judge Harry Cipriano. Judge Cipriano expressed the concerns of safety and privacy where the court is currently located, noting that the prosecutors and defenders have to speak with their clients behind a screen that gives no privacy and resulted in him having to call a mistrial on a case. Vice-Mayor Baker added concerns about safety issues because the prisoners have to line up on the sidewalk while they wait. Judge Cipriano stated they also have problems during jury selection. The current area is so small and cannot accommodate the 40 plus people they have to interview. Judge Cipriano suggested using rooms 206 and 207 with an approximate renovation cost of \$200,000, which would include a courtroom, private offices and sound system.

Councilmembers Whatley and Vice-Mayor Baker agreed the current conditions are deplorable and something needs to be resolved. Vice-Mayor Baker also stated the weight room could be a possible location for the current users of Rooms 206-207 and that the town needs to maximize all of the rooms.

Manager Martin ask that discussion move forward to incorporate it in the budget. Mayor German directed staff to move forward with cost estimates for future budget discussion. Mayor German requested a copy of the Judges drawings he prepared for the renovation.

Town Clerk Deborah Barber addressed the council about the poor conditions of the council chambers and administration offices. Town Clerk Barber stated the Admin office represents the council and suggested the Council needs to upgrade and enlarge current council chambers. Barber pointed out that the Admin Office is the primary place where the citizens, our Congressmen, Senators and developers come first and that this is their first impression. She reiterated that there is no indoor plumbing and that the improvements that have been made in the front office are what staff have done themselves with their own materials and their own money.

Improvements to Council Chambers would mean better access for the public to their government with live-streaming videos and room to sit at a meeting. Improvements would provide an adequate-sized room for other agencies to hold meetings, which could be considered an economic tool. It also would provide a nice place for the departments such as the Economic Development Director to bring potential clients.

Barber agreed with Judge Cipriano that people often have to stand outside and pointed out that citizens have to stand outside during executive sessions or during meetings that exceed seating capacity. She advised that sharing a room with the court is impractical, noting that Clerk staff spends approximately 30 minutes after each meeting dragging tables and chairs around to get it ready for the Court and that the Court's use often interferes with Council's meeting needs.

Barber pointed out that Council had approved the relocation of Council Chambers/Offices to Rooms 206-207 in this last CIP, noting that the Judge had advised that the current location was sufficient for their needs. She advised that an archival room was part of the plan, but that room was no longer necessary because the records could be stored at the State's warehouse at a minimal cost. She noted that this saved \$16,000 off the estimated \$161,000 cost to improve Rooms 206-207 for a new Council Chambers/Council Offices.

Mayor German agreed that first impressions are important and that upgrades are needed. Councilmember German agreed that first impressions are bad. Vice-Mayor Baker complimented the Clerk's office and stated what a nice job they did redecorating with their own time and items, but feels that they can make do a little longer and spend the money on more important items such, as the court. Mayor German said he would like the council to pick a project, plan it well, do it right, and to stop the "Band-Aid" process.

Marshal Nancy Gardner presented a hand out of her 5-year plan. A copy of which is attached to the permanent record. The plan showed a need for extra space for a property and evidence room, a full time property and evidence employee, an evidence tracking system and updated dispatch consoles. The department is seeking grant funding for the new tracking system with an estimated cost of \$20,000 and a secure place for the property and evidence area with a 6 ft. fence with a barbed wire top. Marshal Gardner suggested the current teen center for the extra space. She estimated the cost to update dispatch console would be \$52,000 with an extra \$5000 for installation. She also had estimates on rolling records storage files and expansion of the current work area at \$25,000, with an additional \$10,000 to \$20,000 for the shelving system.

Mayor German reminded the group that projects the town does comes from the cash registers in town, stating the Town has no property tax. Marshal Gardner added she that she believes the priority should be the court, noting that some of her items could wait for a couple years.

Economic Development Director Steve Ayers provided information on his evaluation of the Rio Verde Plaza property. He stated the value of the property was \$200,000-\$300,000 on the low side, but the Town paid \$390,000 for it. He advised that it would cost approximately \$110,000 to bring it back to a level for it to be used as a community building.

Councilmember Whatley did not like idea of renting it out as business space because it did not work in the past

and would be undercutting other businesses.

Councilmember Jones also did not want it rented out as it was away from other Town offices and could not be monitored well.

Ayers advised that a previous Council had architect Joel Westervelt do an analysis of a remodel on the Plaza. The estimated cost was \$1,000,000. He also advised that the Copper Canyon Family Healthcare submitted a letter of interest for Town to invest \$110,000 to \$200,000 and to let the healthcare center move in there for \$3,000 per month.

Ayers noted that several non-profits also wanted to move in, but the repairs would still be needed at the Town's expense. The AA organization offered to renovate the building using their registered contractor members and would pay \$350 a month after it is done. The organization would buy the materials themselves and use their own two licensed and bonded contractors. Ayers suggested that Council permit him to meet with the AA representatives and other nonprofits to see if they can come up with a plan.

Councilmember Whatley liked the idea of someone occupying and restoring the building and stated it sounds like a win/win situation. Whatley also stated that she felt that the rent should be waived if the group from AA did the work and provided the materials. Ayers stated that in return, they would like a 5-year occupancy guarantee.

Vice-Mayor Baker felt that it should be extended beyond 5-years. There was discussion of the history of that property and mention of the old water tower that used to sit there.

Ayers also met with VVMC's Rick Peterson who inquired if the Town was interested in collaborating on a health and wellness program.

Mayor German ask staff to check on any liability issues the Town may have with any of the options presented.

Public Input:

Mike McReynolds from the AA organization stated the licensed and bonded contractors would also help renovate the entire Rio Verde Plaza, not just the offices they hope to occupy. He would get back to Director Ayers on that if the Council decides to take that direction.

Manager Martin raised the concern that Council discussed too many needs. He expressed the need to be clear on the direction that Council wants staff to take if they are going to follow what the adopted CIP indicates.

Maintenance Supervisor Mike Dumas added that the roof on the gym has many leaks and is in dire need of repair. Mayor German suggested that the roof should have been fixed before the floor and bleachers were put in.

Mayor German summarized the consensus of the Council the order of priority as being:

1. Resolve the Courts space, privacy and safety issues first,
2. Have Economic Development Director Ayres and staff do more research on the possibilities of Rio Verde Plaza;
3. Third priority is the Marshal's Office needs; and
4. Last priority would be the clerk's office and Council Chambers.

Mayor German directed Manager Martin and staff to proceed collecting information and figures for these plans.

6. **Adjournment**

On a motion by Baker, seconded by Jones, the meeting was adjourned at 8:36 p. m.



Charles German, Mayor



Barbara Bridge, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the discussion 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 September 25, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 17th day of October, 2013.



Deborah Barber, Town Clerk