

**MINUTES  
WORK SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS · 473 S. Main Street, Room #106  
FRIDAY, OCTOBER 26, 2012  
8:00 A.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 Burnside called the meeting to order at 8:00 a.m.

**2. Roll Call**

Mayor Burnside, Vice Mayor Kovacovich, and Councilors Jones and Whatley were present. Councilors Baker and George were absent. German arrived at 8:09 a.m.

**Also Present:**

Town Manager Russ Martin, Magistrate Cipriano, Public Works Director Ron Long, Community Development Director Mike Jenkins, Town Clerk Debbie Barber, and Administrative Assistant Stephanie Sunstrom. Marshal Nancy Gardner arrived at 10:10 a.m.

**3. Pledge of Allegiance**

Jenkins led the pledge. Following the pledge,

**4. Discussion and consideration of the following Capital Improvement Projects: (Note: Council will begin the session by touring Town Facilities)**

**a) Remodel Council Chambers and Court**

Cipriano distributed plans for remodeling the current courtroom. He presented three plans, noting that his preference was to relocate the court to the teen center building. He advised that option would involve additional construction and substantial cost. Council discussed the convenience of the location adjacent to the Marshal's Office and the abundance of parking spaces. The second option was to remodel rooms 206, 207, and 208 with a courtroom, lobby, and offices for staff, the prosecutor, and victims. The third option was to keep the court where it is currently, have the Clerk's office staff move to rooms 206, 207, and 208, and use the current Clerks' office for additional office space for the Courts' needs.

Barber explained that the current Council Chambers is not adequate for many Council meetings and that the public must stand outside in inclement weather during executive sessions. She explained that remodeling Rooms 206-207 for Council Chambers would double the space. In addition, there is a door leading to the Offices in Room 208, where a conference room, Council offices, and a records room could be located. Cipriano presented drawings for the Clerks' office for Rooms 206, 207, and 208. Barber explained that the current storage of the Town's files was not an adequate way to preserve the history of the Town. She also advised that the new plans included a separate room for executive sessions that would provide enough space so the public would not be left standing outside. Council agreed the separate room would be a nice option.

The Council discussed at length plans for getting these projects started. It was suggested rather than pay as you go, to make a commitment to the projects, finance the projects and have them completed in 2-3 years. It was agreed that was a good idea but the town may be more accepting of a combination of both methods.

The Mayor recessed the meeting and Council visited the Court and Community Development offices, Rooms 206-207, 208, the Gymnasium, kitchen, restrooms, and the Archival Room.

**b) Remodel Community Development Office**

Jenkins advised that he would like to remove the windows in their break room so that a double door could be added and one counter constructed to better serve the public, noting that it would make it more convenient.

**c) Gym Remodel/Improvements**

Ron Long explained that the kitchen needed to be remodeled with commercial appliances. He also advised that the Community Center restrooms needed to be remodeled and the gym floor needed to be re-done. The Council agreed with the plan.

**d) Senior Center**

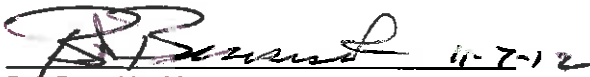
Martin advised that the Senior Center kitchen is not set up for efficiency. He advised that the Center needed new appliances, including walk-in coolers, stoves, refrigerators, and freezers. The Council discussed at length the funding options for this project. Federal funding with mandatory compliance was discussed and it was agreed that federal funding is the likely best option and needs to be seriously considered.

**e) Animal Shelter**

Gardner presented plans for placing a large garage at the Street Yard for housing dogs. Gardner advised that on July 1, 2012, changes were made in how the animal shelter works. She explained that the animal shelter is now operating as an impound, emphasizing that since the change was implemented, there have been no euthanized dogs. Council discussed utilities, buying options and a bathroom facility for employees. Gardner explained that while they are working with the Humane Society and local rescue groups, they are still running into problems with those places being full and unable to accept more animals. The proposal would house an additional six dogs.

**5. Adjournment**

On a motion by German, seconded by Kovacovich, the meeting was adjourned at 10:40 a.m.

  
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Bob Burnside, Mayor

  
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Stephanie Sunstrom, Recording Secretary

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the discussion and direction 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 October 26, 2012. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 8 day of November, 2012.

  
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Deborah Barber, Town Clerk