

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS
WEDNESDAY, SEPTEMBER 19, 2012
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

The meeting was called to order at 6:30 p.m.

2. Roll Call

Mayor Burnside, Vice Mayor Kovacovich, Councilors Whatley, George, Baker and Jones were present; Councilor German was absent.

Also Present: Town Manager Russ Martin, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper

3. Pledge of Allegiance

The Pledge was led by Dr. Amber Lee.

4. Consent Agenda – All those items listed below may be enacted upon by one motion and approved as consent agenda items.

Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

a) Approval of the Minutes:

- 1) Regular Session – September 5, 2012
- 2) Special Session – September 5, 2012
- 3) Executive Session – September 5, 2012 (recorded)

b) Set Next Meeting, Date and Time:

- 1) September 26, 2012 at 6:30 p.m. – Council Hears Planning & Zoning Matters–**CANCELLED**
- 2) September 26, 2012 at 5:00 p.m. – Work Session
- 3) October 3, 2012 at 6:30 p.m. – Regular Session
- 4) October 10, 2012 at 5:00 p.m. – Work Session
- 5) October 17, 2012 at 6:30 p.m. – Regular Session
- 6) October 24, 2012 at 5:00 p.m. – Work Session
- 7) October 24, 2012 at 6:30 p.m. – Council Hears Planning & Zoning Matters

c) Possible approval of a Special Event Liquor License application for Greater Phoenix Youth at Risk fundraiser event at Jackpot Ranch during the Verde Valley Fall Festival on October 19, 20 and 21. Staff Resource: Debbie Barber

On a motion by Kovacovich, seconded by Baker, the Consent Agenda was unanimously approved as presented, with the changes to the Minutes of September 5, 2012.

Councilor George requested a correction to Page 2 of the Minutes of September 5, 2012, to reflect that his Report on the Verde River Partnership meeting should have stated that he also attended the Education Foundation meeting, and it was at that meeting that the suggestion for a Chili Cook-Off fundraiser was made.

5. Council Informational Reports.

Jones reported on her conversation with Steve Goetting, from the Chamber of Commerce; the Chamber has leased space at the White Hills Trading Post and they will be moving in there in the next week or so. Two new Board members have been added, and the Chamber is currently looking for an Advisory Council to help with development of new and local businesses, including in the medical field. Goetting is also

working with Yavapai College on some classes to help small business owners manage their operations better.

George said he attended the Verde Watershed Restoration Coalition annual meeting; updates were given on current projects. A work session was held afterwards; they are doing a lot of good things. Some of it ties in with the committee he is on, the Verde River Basin Partnership, and hopefully they will work more closely together. He also reported on attending the September 16th Verde River Archaeological meeting.

Whatley commented on her attendance at the Sanitary District meeting; they are still talking about the Forest Service access road, and questioned why the Town was in a hurry to bring the issue to a vote. Whatley assured them it was the other way around, the Town wants to take the time to do it right.

Burnside said he had the pleasure today of attending the Clarkdale Yavapai College economic development meeting; it was very interesting and Mel Preston will be giving a report on that meeting. Tomorrow morning at 7:00 a.m., he will attend a breakfast in Oak Creek at the Sedona Spa, with the focus on economic development.

6. Special Announcements & Presentations –

- **Welcome to new businesses:**
 - ❖ **ALM Construction, Inc. – Clarkdale**
 - ❖ **Great Western Services – Camp Verde**
 - ❖ **Pie Town Soap & Moon Pies Emporium – Clarkdale**
 - ❖ **E CO1 Exteriors, LLC – Surprise**
 - ❖ **Source Refrigeration & HCAC – Anaheim, CA**
 - ❖ **Custom Steel Fabrication, Inc. – Surprise**
 - ❖ **CES Mobile Home Movers, LLC – Tucson**
 - ❖ **Redbox Automated Retail, LLC – Oakbrook Terrace, IL**
 - ❖ **Buildings & Barns, Inc. – Mesa**

Burnside announced the new businesses as listed above, and said it was a pleasure once again to welcome new businesses to the Town of Camp Verde.

7. Call to the Public for items not on the agenda.

(Comments from the following individual are summarized.)

Justin Wertz reported on his attendance regarding his safety project, and commended the Historical Society for their work.

There was no further public input.

8. Update and discussion by Dr. Amber Lee, Camp Verde Unified School District relative to their projects and goals for the upcoming year. Staff Resource: Russ Martin

There was no action taken.

Town Manager Martin said that at the beginning of the school year he had discussed with Dr. Lee the possibility of exchanging quarterly updates between the Town and the School District, providing opportunities to ask questions of each other. Martin introduced Dr. Lee who was present to give an update on behalf of the Camp Verde Unified School District.

Dr. Amber Lee noted that Mr. Barker, Director of Support Services, was also present to update the Town on the IGA between the School District and the Town that was initiated during the summer. Mr. Barker commented that the IGA is working out to be a very smooth process that will ultimately help both entities. In response to a question from Council, Barker said that equipment could also be shared if the need arises. Dr. Lee reported on the current school activities and expressed appreciation for the support from businesses in Town. Also included in her presentation was an overview of future events and meetings on various topics pertinent to the field of education. She added that it was nice to have the Town Manager present at their

Board meetings to keep open the line of communication. There was a brief discussion regarding tracking students after graduation, and the importance of the education process to encourage them to eventually return and contribute to economic development. Whatley pointed out that Dr. Lee currently has the responsibility of wearing two hats in her position; Dr. Lee said that she is not the only one who is doing that.

9. **Discussion, consideration, and possible authorization for the Mayor to execute another short-term extension of the existing Arizona State Parks agreement (through December 31, 2012) concerning funding and operation of Ft. Verde State Historic Park.** Staff Resource: Russ Martin

On a motion by Baker, seconded by Kovacovich, the Council unanimously authorized the Mayor's signature on an extension of the current agreement that ends September 30, 2012, extending the agreement until December 31, 2012, allowing the Town and Arizona State Parks to continue to work on a longer term agreement.

Martin reported that he has been informed by Parks personnel that a draft of the long-term agreement will be received in the middle of October, which hopefully will be ratified by the end of the year. Martin said that he is concerned with the question of what the State Parks system is financially contributing. At this time it appears that the Parks budget consists of only the amount it generates in fees and what the Town and County have put in. Martin said that he would like to see money being put back in from the Park-related revenue, and that has been the focus of the conversation he has been having with Parks, with more in-kind contributions from the Town, such as staffing, utilities and maintenance, and less financial support. A long-term relationship based on cooperation is needed to resolve some of those issues. In response to a question, Martin replied that attorney review is not needed for the proposed short-term extension since it is essentially only a date and signature page that does not affect the original agreement that was reviewed by the Town Attorney. Martin confirmed that \$19,000 has already been spent, and another \$19,000 is being requested, leaving only \$7,000 from the \$45,000.

PUBLIC INPUT

(Comments from the following individual are summarized.)

Sheila Stubler, the only full-time staff member left at Fort Verde State Park, reported on some current capital projects in process. Ms. Stubler commented that without the partnership with the Town and the volunteers, and the community, who have all been working hard to keep the Fort open, it would have been impossible to keep going, and she chose this opportunity to thank the public for their support. She added that hopefully, in the future, times will improve such that the funding is not so huge an issue. And flyers are available with the schedules for the upcoming Fort Verde Days.

There was no further public input.

10. **Discussion, consideration, and possible approval of an Architectural Services Contract with Joel Westervelt Architect for services in preparation for construction of a new Library. Options include a standard contract for services or a "green" option that would include application for LEED Silver award level.** Staff Resource: Russ Martin

On a motion by Baker, seconded by George, the Council voted 5-1 to approve the LEED contract for Architectural Services with Joel Westervelt, following Town Attorney review for that LEED contract; **with Jones opposed.**

Martin said that essentially he is requesting the Council to either move forward with a standard contract, or to consider an option that would allow the Town to apply for and pursue a LEED certified Silver Award level, the level that might be realistic to achieve. The issue is whether or not to go for what is the standard for determining the sustainability, or carbon footprint identity, using the Town's resources to make that happen, with the known upfront cost of roughly \$30,000. The cost to actually achieve the Silver level is not known at this time; it will only be known as construction decisions are made. Martin believes the intent of the group that will be working on the project is to take advantage of smart, efficient cost-saving opportunities that arise. If it is determined that something would be too expensive, without a good payback, then it probably would not be done, and all such decisions would pertain to every phase of the construction process, with the

most efficient use of the Town's resources over time. Martin said he has directed staff to go forward with the standard contract, bringing back some level of consideration of Option A or Option B, making a conscious decision to either go "green" in a particular case, or not. If Council decides to go for LEED certification, then that decision is being made upfront. The Town has done that before on other projects, but this is a new decision that needs to be made. Until choices are being made during construction, it will not be known whether it saves money or costs the Town money in the long run. It is possible that pursuing the LEED option would save money in some phases, but there is no guarantee at this point. Martin said that with the standard contract staff will do its best to make sure that all the opportunities to look at A and B will be considered, not only in the efficient use of the resource upfront, but over the life of the building as well.

Joel Westervelt, responding to a request, explained that "LEED" is an acronym for "Leadership in Energy and Environmental Design," a way to determine how Green technology is used in buildings. During discussion with the Council, and in response to questions, Westervelt noted that the basic service proposal before the Council includes the design of Green construction elements, some of which he cited as examples. Westervelt commented that while there would be a bigger investment at the beginning, there would be opportunities to apply for tax benefits, rebates or grants; however the greater benefit would be for the life of the building. Westervelt said the higher number for the design cost would include the approximate \$30,000; the budget for the construction is approximately \$1.6 million; the estimate is another approximately 20 percent increase, or \$300,000 to go for the LEED level, which would bring the cost up to almost \$2 million. Jones asked if the Town would always have to be working during the life of the building to maintain the LEED status with updates to the equipment, for example. Westervelt said that would be during the phased approach. Westervelt confirmed for George that whether or not the Town went for the LEED certification it would still be eligible for rebates from APS on windows or solar panels. Martin cautioned that he understands that APS may not be giving government entities credits after the end of this year. Burnside said that the Town always needs to look at the dollar amount; however, the Town needs to take pride in its buildings, which may set a precedent for future builders to consider LEED certifications. The LEED award may also qualify the Town for some grants; and Burnside quoted from the documentation, "LEED demonstrates a commitment to a healthy community."

Martin reviewed the available cash on hand for the project, adding that the financial status will be determined based on receipt of the new architect's estimate. Baker said she agrees that the LEED certification should be pursued from the beginning. Westervelt confirmed that the original design for the structure was a steel frame; more analysis will be needed to determine the best type of construction, or superstructure. Whatley discussed with Westervelt the exclusion in his contract regarding the planned survey; Burnside pointed out that the issue she was questioning is the proposal from the civil engineer; the civil engineer will be contacting the architect and the Town; that is the next agenda item.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Bob Johnson asked if the Town has an estimate on how much it will cost to get this building above the flood stage. *Burnside asked if Martin or Westervelt had a quick estimate for a raised finish floor; Martin said that will be later in the design.*

Linda Harkness commented that a lot depends on the final design by Shepard Wesnitzer, possibly no more than \$60,000, which includes other site work. As for the flood stage question, perhaps another \$20,000-\$30,000 to raise the building.

There was no other public input.

Continuing the Council discussion, Martin reviewed the AIA contract before the Council with the attorney's notes, the architect has agreed with almost everything in there, and Martin explained the technical questions, exclusions and handling of reimbursables; if the Council wanted further clarification of those changes, that could be scheduled for the next meeting. Otherwise Council could go ahead and approve the redlined version. Martin advised the Council that if the Council decides on going for the LEED option, it will

be necessary for the attorney to review that contract to see if further changes are necessary. Burnside asked if the contract already approved could just have the scope of work and exclusions inserted as an Exhibit sheet. Martin said that such an addition would apply to the next agenda item; this contract deals with the relationship with the architect and is much more helpful than the standard contract. Baker said she is comfortable with what the attorney has gone over; George also trusts the attorney, and favors going with the LEED certification. Whatley said she agrees with the LEED. Kovacovich said he would prefer to hear from the public on the extra cost to go for the LEED. Jones said we have worked hard as a community to get where we are, it is a hard decision to consider putting an additional nearly \$400,000 into an energy efficient building instead of the Library; she is against the LEED option.

FURTHER PUBLIC INPUT

Linda Harkness said LEED is really confusing; there is no monetary reward for getting that rating. Many other things will save money, but some of them will cost exactly as much as will be saved. Going with LEED is not a commitment since cost-effective decisions can be made during construction; the additional design cost is a commitment. There will be no penalty if the LEED certification is not attained. She said she feels it would be good to go forward with the LEED for the design, but not necessarily to commit to the additional \$300,000.

Charlie German said he agrees with Kovacovich; he wants more Library than window dressing. But he also wants something that will be very efficient, and that is the beauty of having a local graduate; he would put his trust in the architect to be looking for the most economical and long-term benefits; it would be to the Town's advantage to start out with the LEED approach.

David White said he is concerned with the rotation of the building going east and west which puts a building with a wall three feet high right in front of his mother's driveway. Rotating it north and south would help a lot more, and help with access to the parking lot. He questioned the ownership of Black Bridge Road, the residents or the Town. *Burnside requested the Town Manager to address the questions raised.*

There was no further public input.

11. **Discussion, consideration, and possible approval of a Civil Engineering Services contract with Shepard Wesnitzer for services in preparation for construction of a new Library.** Staff Resource: Russ Martin

On a motion by Burnside, seconded by Baker, the Council unanimously approved Shepard Wesnitzer, Inc., to sign the Town's contract and use his proposal/ agreement, scope of work, inclusions and exclusions, as an Exhibit to be added to the contract.

Martin said that this item is a separate direct contract with the Civil Engineer that will prepare the site from which the architect can build; he is recommending that the scope of work presented in that proposal be placed into the standard services contract as an Exhibit, which will not require further attorney review. As for the question regarding spending the funds to have a survey done on the adjoining Rezzonico Park; that might be a good idea for down the road during the project, and he could contact Shepard Wesnitzer to find out what the cost would be. Basically, all he has on hand is a good legal description. Shepard Wesnitzer has presented the less expensive of the two proposals submitted. Martin confirmed that they are not going to design or do any structural design. Whatley detailed her personal experience as a resident on Black Bridge Road; they have always supported the Library, but have always been the last to know of any Town's plans for property that affects them. Martin assured Whatley that there will be public discussions on where the buildings will go, and the residents will be able to participate. Baker reminded everyone of the multitude of public meetings held in the past regarding the Library.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

David White said he is in possession of a Library Master Plan, Black Bridge Loop, that he received from the

Rezzonicos, prepared by Joel Westervelt on July 15, 2012. The residents had not been consulted regarding that Plan that details the proposed Library in combination with the Rezzonico Park and concession stands and sports facilities. *Martin stated, for the record, that the Town and staff were not included or involved in that Master Plan as well; it was identified as "some thoughts that Mr. and Mrs. Rezzonico and Mr. Westervelt came up with." Only when so directed by Council will staff pursue any further steps.*

There was no further public input.

Martin confirmed that the recommendation by Burnside to include an Exhibit to the standard contract specifying the scope of work, inclusions and exclusions, as discussed.

12. **Call to the Public for items not on the agenda.**

(Comments from the following individuals are summarized.)

Shirley Brinkman, a volunteer with the Historical Society, said they are so proud of the way the Town looks now, and commended the Town Manager for how he has handled the maintenance and refurbishing.

Justin Wertz reiterated his statement regarding his project and the safety considerations

David White said he has voiced his opinions at other meeting about Black Bridge people not being included in any of the site plans. He always gets hit with why in fact the Rezzonico family gets input and Black Bridge residents do not, and referred to a document he obtained from the County refuting the notion that the Rezzonicos "gave" the property to the Town of Camp Verde. Mr. White commented on the need for new taxes, the discontinuing of some services because of lack of funds, and now the issue of the Park has again been raised; it will have everything the residents do not want, plus it will not have direct access to the river.

Karen Barr, a resident across from Rezzonico Park and the Library, said she also has concerns about what impact there would be on property if all this is to be put in their front yard. Will the value go up or down. Most of the residents are older and retired, and are tired and do not want this in their front yard, having to tolerate the people and traffic it will attract.

Joel Westervelt said he is a strong advocate of master planning; input from the public is needed. The plan that he produced was basically to begin a dialog; the elements that were suggested are not necessarily going to be included; they were only ideas.

There was no further public input.

Burnside said he has been assured that there will be work sessions; Martin will have sessions with his team and will be all addressing the issues raised.

13. **Manager/Staff Report**

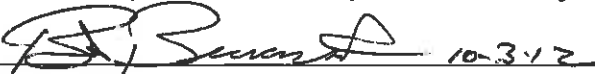
Martin said he had met with the Cottonwood Manager and Economic Development Director regarding Council's direction on SR 260; will also be meeting with the District Engineer next week and will report at the next Council meeting on the 260 issue. Martin will be requesting the Mayor's signature on a sublease between the Verde Valley Archaeological Center and the Camp Verde Visitors Center; the term will go through May 22, 2013, and the Visitors Center will use due diligence to find a new location during that time. October 24 is tentatively scheduled for a meeting with the Yavapai-Apache nation, from 9:00 a.m. to noon. That evening, from 5:00 to 6:30, there will be a joint work session with the Sanitary District. A discussion is scheduled with the Senior Center for 9:00 a.m. next Tuesday, September 25, regarding how to use the \$7,000 that was budgeted for the Center; if more than a quorum will be attending, then it will have to be published as a Council meeting.

As for the proposed Entertainment District, it should be a positive opportunity for the businesses to have brainstorming discussions so they can then request the Council to consider doing it, instead of Council directing staff to pursue some action which will be met with a negative reaction. He would suggest that

Council keep comments to a minimum because staff is trying to get public information in the meetings. Martin, Ms. Joens and Ms. Preston will be knocking on doors starting at 9:00 a.m. Friday to distribute flyers and information to those businesses affected.

14. **Adjournment**

On a motion by Baker, seconded by Jones, the meeting was adjourned at 8:15 p.m.



Bob Burnside, Mayor



Margaret Harper, 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 Regular Session of the Town Council of Camp Verde, Arizona, held on the 19th day of September 2012. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 8 day of October, 2012.



Debbie Barber, Town Clerk