

**MINUTES
WORK SESSION
MAYOR and COMMON COUNCIL
of the TOWN OF CAMP VERDE
COUNCIL CHAMBERS - 473 S. Main Street, #106
WEDNESDAY, MARCH 9, 2011
6:00 P.M.**

Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Council discussion/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 6:00 p.m.

2. **Roll Call**

Mayor Burnside, Vice Mayor Kovacovich, and Councilors Baker, Garrison, Roulette, and Whatley were present. Councilor German arrived at 6:01 p.m.

Also Present

Town Manager Russ Martin and Town Clerk Deborah Barber

3. **Pledge of Allegiance**

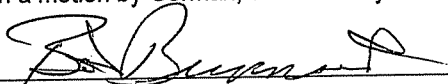
Mayor Burnside led the pledge of allegiance.

4. **Review of the proposed changes to the Town of Camp Verde Procedures and Operations Guide. The Operations Guide includes the Financial Operations Guide, Risk Management Guide, Agenda Item Preparation Guide, Records Management Guide, the Special Events Procedures Guide, and the Council/Committee Policies and Procedures. This item may include direction to staff.**

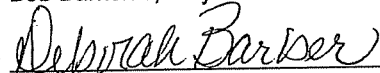
Council reviewed the Risk Management Guide, Agenda Item Preparation Guide, Records Management Guide, Special Events Procedures Guide, the Council/Committee Policies and Procedures, and the Financial Operations Guide. Members found various typographical errors in the documents, asked questions for clarification, thoroughly discussed several items, and directed changes, a copy of which is included with these minutes and become a permanent part of the record.

5. **Adjournment**

On a motion by German, seconded by Garrison, the meeting was adjourned at 8:44 p.m.



Bob Burnside, Mayor



Deborah Barber, Town Clerk

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 the 9th day of March 2011. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 21 day of April, 2011.



Deborah Barber, Town Clerk