

**MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, APRIL 15, 2020 at 6:30 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 6:30 p.m.

2. Roll Call.

Council Members Buck Buchanan, Joe Butner, Bill LeBeau, and Robin Whatley are present. Vice Mayor Dee Jenkins and Mayor Charles German are also present. Everyone is attending telephonically via Zoom due to COVID-19 restrictions. Councilor Jessie Murdock is absent for roll call, but logged into the meeting at 6:38.

Also Present

Town Manager Russ Martin, Town Clerk Cindy Pemberton and Deputy Town Clerk Virginia Jones are in Council Chambers. Council candidate Cris McPhail and Transcriptionist Susan Ayers are attending telephonically via Zoom.

3. Pledge of Allegiance

Mayor German led the pledge.

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) Work Session – March 25, 2020
- 2) Regular Session – April 1, 2020

b) Set Next Meeting, Date and Time:

- 1) Work Session - Wednesday, April 22, 2020 at 5:30 p.m.
- 2) Work Session – Friday May 1, 2020 at 8:30 a.m.
- 3) Regular Meeting – Wednesday May 6, 2020 at 6:30 p.m.

A request was made by Mayor German for corrections to the minutes of the work session on March 25th and also to the Regular Session on April 1, 2020.

A motion was made by Councilor Robin Whatley to approve the consent agenda with changes noted. The motion was seconded by Councilor Bill LeBeau. Motion carried unanimously, with approval by Mayor German, Vice Mayor Jenkins and Councilors Whatley, LeBeau, Butner, Murdock and Buchanan.

5. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)

No requests were submitted at this time.

6. Special Announcements and Presentations

- **Verde Watershed Report Card – Nancy Steele and Max Wilson**

Nancy Steele, Executive Director of Friends of the Verde River, and Max Wilson, Program Manager for Flows, gave an updated presentation on the Verde Watershed Report Card specific to Camp Verde. The report card divided the watershed into seven sub-regions and graded each one accordingly. Nancy commended the Town of Camp Verde and its elected officials for participation and support of the report card project. She explained to the Council how the report card was scored. Max Wilson noted that Camp Verde received high scores for recreation, civic engagement and public education, as well as riparian habitat and water quality index. He did note deficiencies in water quality certainty for the Camp Verde region. The entire Verde Valley scored poorly with affordable housing issues. Also noted were the declining base flows in the Verde river (46% decline since 1990s). Max Wilson noted that Camp Verde scored the highest of any community in the Verde Valley for civic engagement, due to the fact that a review of town council minutes and government shows Camp Verde having discussed the Verde River and water issues more often than other municipalities in the region.

There were no speakers in regard to this subject from the public. The Mayor thanked Ms. Steele and Mr. Wilson for the update and commended Friends of the Verde River for their work.

7. Presentation and Possible Discussion of Quarterly Reports.

Community Development Director Melinda Lee explained that there were no new items to be discussed at this time.

Melinda did inform Council of one vacancy for the Planning and Zoning Commission and two vacancies for the Board of Adjustments and Appeals. She stated that they are actively trying to recruit people for these positions; the Board of Adjustments being a bit more critical at this time because it is a five-member board and there are only three members, which means everyone has to be present in order to have a quorum. Melinda requested that if any Council members know of anyone who may be interested and may qualify, to please refer those individuals to her. She noted that the Board of Adjustments does require some construction, engineering or architectural type of background.

8. Discussion, consideration and possible approval of Resolution 2020-1044, a

Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving an easement abandonment which lies between lots 280 and 281 of the Clear Creek West, Unit 2, Subdivision as requested by Bernard Cunningham, property owner. The lots have been combined and have been assigned new APN 404-12-316A. The property is located in Camp Verde, Yavapai County, Arizona. The property is .61 acres, located at 3465 S. Chino Drive on APN.

Community Development Director Melinda Lee explained that Mr. Cunningham asked for the easement abandonment so he can build his home in that area. Utility companies, public works, flood control and fire department have been contacted and have no issues with the abandonment. Mayor German pointed out two grammatical corrections to the proposal.

A motion by Councilor Butner, seconded by Councilor Murdock to approve Resolution 2020-1044 with corrections noted. The motion carried unanimously with approval by Mayor German, Vice Mayor Jenkins and Councilors LeBeau, Whatley, Murdock, Butner and Buchanan.

9. **Discussion, consideration and possible approval for the renewal of an approved Use Permit, per Resolution No. 2015-941, for an additional five (5) years, as requested by Marianne Irving, property owner, for a Bed & Breakfast at 1512 N. Montezuma Heights Road, APN 404-18-167, in Camp Verde, Yavapai County, Arizona.**

Community Development Director Melinda Lee explained that the original use permit was approved in 2015 and would expire in June of this year. The current owner purchased the property in 2019, and is asking for an extension for an additional five years. The new expiration date would be June 24, 2025. Melinda clarified to date, there have been no issues or complaints with parking or noise with the cabins that are used as vacation rentals. Mayor German asked whether the notice of impending expiration of the use permit will be monitored and the owners notified, or if that responsibility would be left to the applicant. Melinda explained that in the past it has been the applicant's responsibility, but they are working with the company that manages the software for the new permit system to try and find a way to keep track of upcoming permit expiration; which would benefit everyone involved.

A motion was made by Councilor Joe Butner to approve the permit renewal and seconded by Councilor Bill LeBeau. Motion carried, with approval by Mayor German, Vice Mayor Jenkins and Councilors Whatley, Buchanan and Murdock.

10. **Discussion, consideration and possible approval of Resolution 2020-1043, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving a Final Site Plan submitted by Brad Woodruff, Verde Ranch MH, LLC, for Verde Ranch Estates Phase 2, zoned R1-PAD (Residential; Single Family, Planned Area Development). The proposed project is generally located north of Finnie Flat Road, east of State**

Route 260, off Monarch Lane. It consists of approximately 27.5 acres, on APN 403-23-432F, in Camp Verde, Yavapai County, Arizona.

Community Development Director Melinda Lee gave background information on the manufactured home development with update regarding progress, stating that the developer is retaining ownership of the property and therefore the sites will not be subdivided and sold, which has allowed them some flexibility in design.

Councilor Buck Buchanan questioned as to whether there will be any availability of short-term rentals (less than 30 days). Ms. Lee stated that to her knowledge there was no intention for any short-term rentals within this project. Krishan Ginige, Agent for Verde Ranch Estates, concurred.

A motion was made by Councilor Buck Buchanan, seconded by Councilor Murdock for approval of Resolution 2020-1043. Motion carried unanimously with Mayor German, Vice Mayor Jenkins, and Councilors Whatley, Murdock, Butner, Buchanan, and LeBeau approving.

11. **Discussion, consideration and possible approval amending the Town Budget to fund a scope of work presented by the Town's water right attorney through Moyer Sellers & Hendricks that would complete due diligence on potential purchase of the Camp Verde Water System for an amount not to exceed \$50,000.** Staff Resource Russ Martin

Town Manager Russ Martin believes the outlined scope of work presented is very straightforward and follows the scope of work that council would like to see reflected, to be able to make a determination whether a purchase is appropriate. Moving forward, the information would then be shared with the general public, along with explanation of any amendments.

Vice Mayor Dee Jenkins commented that she has reviewed the scope of work in detail and is anxious to see the results of the assessment.

There were two requests from the public to speak:

Deborah Barber a resident of the Sanitary District and water company requested that Town Clerk Cindy Pemberton read Deborah's statement on her behalf:

"Based on substantial increases in costs to the consumer when the town took over the sanitary district, I strongly oppose the acquisition of the water company because their rates are already among the highest in the state. Furthermore, given the current state of the economy nationwide due to the coronavirus lockdown and no clear resolution in sight, I strongly encourage Council to save our reserves for the future. Right now, it is probably more important to potentially save jobs than to spend down our reserves. That fifty thousand dollars would definitely save a police officer's job, should the inevitable drop in tax revenue require layoffs. Besides, the town government is not supposed to concern itself with making money off of its already strapped citizens."

Tony Gioia, attended telephonically, stated that he is confident in the Council's ability to plan for the Town's future and that of its residents. He is supportive of the acquisition of the water company and believes the assessment by Moyer, Sellers and Hendricks is a wise request by Council.

A motion for approval was made by Councilor **Jessie Murdock** and seconded by Councilor **Bill LeBeau**. The motion carried unanimously, with approval from Mayor **German**, Vice Mayor **Jenkins** and Councilors **Whatley**, **Butner**, **LeBeau**, **Murdock** and **Buchanan**.

12. 2020 Legislative Update –

Town manager **Russ Martin** explained that there is nothing new to report at this time, as they are not meeting due to COVID-19 restrictions.

13. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)

No requests were submitted at this time.

14. Council Informational Reports.

Councilor **Murdock** thanked everyone for bearing with them and enduring the virtual meetings.

Vice Mayor **Jenkins** would like to encourage all friends, family and neighbors to support our local businesses that are still attempting to operate during these trying times.

Councilor **Buchanan** emphasized his wish for everyone to stay healthy.

Mayor **German** thanked **Verde Valley Newspapers** for having printed out a list of all restaurants in the **Verde Valley** who are open for take-out and would appreciate our support. He also commended the way our citizens are pulling together to help those in need, i.e., those from **Bread of Life**, who are coordinating with other food banks as well. He mentioned **Manzanita Food Bank** out of **Cornville**, who had been hugely supportive to **Verde Valley** residents, as well as **Meals on Wheels**. He is amazed to watch citizens of the **Verde Valley** pull together to help others while enduring the hardship of **COVID-19**.

The Mayor also commended the way staff members **Kathy Hellman**, **Steve Ayers** and **Jessica Bryson** have been able to compile the plethora of constantly changing information from each meeting and from all of the various organizations, and relay it to the community and to those who can receive benefits.

15. Manager/Staff Report

Town Manager **Russ Martin** outlined having scheduled two virtual staff meetings next week, for the purpose of updating everyone on current events and updates.

16. **Adjournment**

The meeting adjourned at 7:34 p.m.



Mayor Charles German



Attest: Town Clerk Cindy Pemberton

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 April 15, 2020. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 27th day of May, 2020.



Cindy Pemberton, Town Clerk