

MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, July 1, 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 6:32 p.m.

2. Roll Call

Mayor Charles German (zoom), Vice Mayor Dee Jenkins(zoom), Councilor Bill LeBeau(zoom), Councilor Robin Whatley (zoom), Councilor Jesse Murdock(zoom) and Councilor Buck Buchanan are present. Councilor Joe Butner is absent.

Also Present

Town Manager Russ Martin, Town Clerk Cindy Pemberton and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Councilor Buck Buchanan led the Pledge.

Meeting paused for technical issues: 6:34pm

Meeting resumed: 6:41pm

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 – June 10, 2020
2. Regular Session – June 17, 2020

b) Set Next Meeting, Date and Time:

1. Regular Meeting – Wednesday July 15, 2020 at 6:30 p.m.

c) Special Event Liquor License Application

Possible Approval of Special Event Liquor License application for Tyler Scott Rezzonico-Verde Valley Rangers Sheriff's Posse for Corn Fest to be held July 18, 2020.

Mayor German stated Item C will be pulled due to Governor Ducey's most recent order. **Motion** made by Councilor Whatley to approve consent agenda. Second was made by Councilor Buchannan. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Whatley, Murdock, LeBeau, and Buchanan approving.

5. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.) Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))**

Robert Johnson wanted to talk about the Verde River. He wanted everyone to know that housing development is causing problems with water here in Camp Verde. His message is Save the Verde River; No New Houses. He encourages the public to contact the government to let them know our problem. He would like the Town to add this to their website. Friends of the Verde River has a website for those interested in learning more about the river.

6. **Special Announcements and presentations**

- Kathy Hellman - Preview New Town Website

Ms. Hellman explained she was going to show Council the website but because of technical issues she reviewed the features instead. July 20th is the "go live" date. She thanked Web Committee. Ms. Hellman invited Council Members to stop by the library and she will give them a virtual tour. The library hours right now are 9am-5pm Monday through Friday.

Mayor German would like to move Item 10 after Item 6. There were no objections to this adjustment.

10. **A public hearing before the Mayor and Common Council of the Town of Camp Verde, Arizona, for consideration of the extension and increase of approximately 1,385 acres, as described and shown on record at the Town of Camp Verde Community Development Department and as filed with the Yavapai County Recorder's office, into the corporate limits of the Town of Camp Verde, Yavapai County, State of Arizona, pursuant to the provisions of Title 9, Chapter 4, Article 7, Arizona Revised Statutes, and amendments thereto, as requested by CCJB Holdings, LLC. The annexation area is generally located north of the northern corporate limits of the Town of Camp Verde at Middle Verde Road, then west to include the entirety of the Alcantara Vineyards & Winery property, which is located east of State Route 260 off of Thousand Trails Road. Certain territory contiguous to the existing Town of Camp Verde Limits of the Town of Camp Verde, as described, shall be considered for annexation thereto. Staff Resource Melinda Lee**

Community Development Director Melinda Lee reminded everyone this is a Public Hearing Meeting for this item and there will be no decisions made tonight. Council will hear this item again at a later date.

10.1.1. Staff Report Staff Presentation:

Community Development Director Melinda Lee explained that CCJB Holdings, LLC, represented by John Bradshaw, has submitted a request for the annexation of approximately 1,385 acres into the Town of Camp Verde corporate limits. CCJB is currently in a lease-purchase agreement with the owners of the Alcantara Vineyards & Winery property. CCJB intends to expand the existing use under the original intent of the project, plus the installation of an on-site wastewater treatment plant. Ms. Lee stated that currently, the site has vineyards, a wine production facility which includes a tasting room, concessions, outdoor seating/entertainment area; and a chapel. The proposed expansion plan includes the development of a hotel, restaurant, and retail village; residential units; campsites; an event center; and access to tours via jeeps and horseback riding.

It is understood that the PAD zoning, after incorporation into the Town, will require an approval of the Final Site Plan for the expansion and may be done in phases. The Waste Water Treatment Plant will be designed to accommodate their proposed expansion, with the ability to increase its capacity to serve other properties. The applicant's request to annex into the Town of Camp Verde limits received Town Council's direction to move forward with the annexation process at their September 29, 2019 meeting. The northernmost portion of the annexation area (approximately 86 acres) is comprised of the Alcantara Vineyards & Winery property, which includes five parcels. This would be combined into one parcel. The majority of the four lower parcels were given a PAD zoning designation for the land use, with remnants of the four lower parcels still in the Yavapai County's RCU-2A District. These parcels will retain the comparable zoning within the Town as PAD and RR-2A, respectively. The remainder of the annexation area is in the Coconino National Forest land. This area will connect to the northern boundary of the Town's corporate limits at Middle Verde Road. The zoning designations within this area are R1L-175 and RCU-2A. These parcels will retain the comparable zoning within the Town as R1L-175 and RR-2A.

The items to be accepted by the Town of Camp Verde for maintenance are:

- a) The westerly 1,317 feet (approximately) of Middle Verde Road, which is just north of the northern boundary of the existing Town limits, and
- b) The on-site wastewater treatment plant being proposed for the Alcantara Vineyard & Winery property; the design of system to be agreed upon between the applicant and the Town.

All other roads within the annexation area are privately owned and maintained and will continue to be maintained by the property owner. The property within the Coconino National Forest boundaries will continue to be managed by them.

Ms. Lee reviewed the federal land annexation rules. All of the annexation notifications were posted and advertised by staff. Response is from the publications and postings. Since the staff report was sent out she did receive several responses.

- Combined response from Yavapai County Public Works and Yavapai County Development Services Response- referring to Middle Verde Road Connector. The plan is to begin Phase 1 in 2021 to be complete in 2023, and Phase 2 is not funded yet. They advised it is the intent of Yavapai County to seek an easement across US Forest Service Land for the construction of this project should a decision be made to obligate the afore mentioned Build Fund. This easement would be acquired by the county and be a Federal Hwy Administration. Yavapai Count would continue to maintain and own Middle Verde roadway for the foreseeable future. They want to retain jurisdiction for that portion for maintenance.
- A couple of ladies had stopped in to review their concerns and are in the audience tonight and will get to speak about their concerns.

All procedures have been followed. The DRAFT documents presented with this public hearing are for review and consideration only.

Mayor German understands there is history of this through the county. He would like Mr. Martin to address how the town would handle this.

Mr. Martin stated he has had conversations with elected officials who have been working through an extension and encourage annexation. He requested that all documentation from all the meetings that had been held, become part of the history of this project. All information from the County will be part of what we consider the property file and stays with the property. This will give historical perspective.

Open Public Hearing: 7:11pm

Call for Comments from the Public:

Del Munday- lives at 5125 N. Calico Drive- with the potential of annexation land to east and north of property, if that was to be annexed, this would allow for his property to be annexed into Town of Camp Verde at a later time which would be beneficial for emergency coverage. He has no objection to the annexation as long as it is in line with the neighborhood, keeping it the small rural neighborhood intact. He would not like a bunch of development.

Laurie Verdier- she is a neighbor who has been impacted by the noise from events held at Alcantara. She has a notebook documenting the noise. She feels if things were done according to the original plan, we wouldn't have this noise problem. She is concerned about more events happening on the property. She said this has been a frustrating and painful experience.

Nancy Futral- is an adjacent neighbor to the Alcantara property. She dropped off information yesterday as to what they have been dealing with. She would be opposed to anything moving forward without restrictions and guarantees. She has been a long

term property owner. She is concerned with the chapel area that needs more restriction, new development, special events, the noise level, dust, and encroachment on their quality of life. She said this is unacceptable.

Roberta Russel- lives within the boundary of Camp Verde at 3964 W. Shay Lane. She hasn't seen anything that lists specifically where this (1,385 acres) is going to be. She said it is a small rural community with small children who like to ride bikes and are just being kids. She is concerned about traffic and more developments. It has been quiet and she knows most of the neighbors. She would like a map that shows the exact location. She would also like to know how would we could take in Alcantara but not encompass Thousand Trails. She would also like to know if the road is going to be paved?

Close Public Hearing 7:23pm

Call for Applicant Presentation:

Alcantara Representative John Bradshaw responded to the three main concerns that were brought up:

- Residential overgrowth- we are primarily going to be clustering everything on the northeastern side of the property, behind the knoll. There will be a few residential areas that are not in cluster but it should be a nice clustered commercial development. That leaves most of the property in open spaces as they can.
- PAD moved- He has submitted plans to Melinda Lee that shows new winetasting facilities, 3 future buildings (Restaurant, wine tasting facility and convention center). Wants to get started on restaurant/winetasting facility by the end of month. If this gets going quickly the neighbors would be satisfied that they are moving in the right direction.
- Egress and ingress- this will be on same road as it is now, and we have already milled the road so there is no longer dirt/dust on it.

Council Discussion

Councilor Murdock said she doesn't see where they would be putting the waste water treatment site. Mr. Bradshaw said the waste water treatment site would be on the road that goes between Thousand Trails and Alcantara, and it goes over to Sheephead Crossing area, there is a knoll that flattens out, that is where they plan to put it. Councilor Murdock appreciates Mr. Bradshaw addressing the neighbors' concerns.

Mayor German appreciates Mr. Bradshaw's comments and the way he is addressing the neighbors' concerns. He also thanked the people for being here and making their comments. All comments will become part of the record. He encourages everyone to continue to check in with Melinda lee and don't hesitate to ask questions.

7. Discussion & Possible Approval of Resolution 2020-1049, A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County,

Arizona, approving the Application for the Land and Water Conservation Fund Grant. Staff Resource Steve Ayers.

Economic Development Director Steve Ayers gave a little history on the grant. We are asking council to submit the grant. Full disclosure the grant application was submitted last Saturday morning, and is in review now.

Motion made by Councilor Murdock to approve Resolution 2020-1049, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving the Application for the Land and Water Conservation Fund Grant. Second was made by Councilor Whatley. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Whatley, Murdock, LeBeau and Buchanan approving.

8. Discussion and Consideration of direction to negotiate a lease agreement for the property at 600 S. 1st Street "Old Teen Center" building for use by MATFORCE for office use. Staff Resource: Russ Martin

Town Manager Russ Martin explained he was approached by MATFORCE who is requesting consideration of use of the currently vacant building at 600 S. 1st Street adjacent to the Marshal's office for use as an office. Currently the building is used for storage but is generally in good shape and any upgrades/needs would be part of the consideration if Council directs the Town Manager to negotiate a lease with them. Mr. Martin wanted to make sure it was worth the while before he sat down to create a lease agreement. The Town has a relationship with MATFORCE but does not fund them. Mr. Martin is looking for direction to negotiate a lease.

Motion made by Councilor Whatley to direct staff to negotiate a lease with MATFORCE for use of the building at 600 S. 1st Street. Second was made by Councilor Murdock **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Whatley, Murdock, Buchanan and Councilor LeBeau approving.

9. Discussion and Consideration of direction to move forward with Fire District Boundary alignment with the Town's and potential declaration of the Copper Canyon Fire District as the Town's provider of Fire and Emergency Services. Staff Resource Russ Martin

Town Manager Russ Martin needs direction that a plan to go through the educational process with the Town and the neighborhood. If this is put together right we have the capabilities to do so. We could use the gym and all space, and host an open house style session. People could come in to ask questions and get direct feedback then Council could move forward with a decision. This decision would increase property taxes in those areas not covered by the fire district. The return on the investment would be for the general public good. The suggestion is to schedule this for Wednesday August 12th as an open gym style meeting then follow up in a month.

Public Comment:

Del Munday- He is for the annexation because if it were to be pushed out it would allow for the residents at the end of Middle Verde a safety measure of the fire department

being able to cover the residents at the end. He asks Council to take this into consideration for the residents that are out there.

Councilor LeBeau asked if residents are not in the fire district, they would still be covered but they would just receive a bill afterwards. Fire Chief Keller gave a thumbs up.

Councilor LeBeau asked what is an average bill for fire services and could it be spread out over the tax bill. Fire Chief Keller said it is hard to give out an actual cost but if you consider an hourly rate that is similar to what they bill the state for wildland fires, it could be anywhere from \$5-\$7,000 depending on the time and how many people are involved.

Mayor German gave a history of his experience with fire district and the boundaries. He said this could be of real help for first responders.

Councilor Whatley asked if this wouldn't lower the homeowner's insurance if they had fire protection. Fire Chief Keller said every insurance handles this differently using an ISO rating.

Motion was made by Councilor Murdock to direct staff to move forward with the timeline and plan to go through the educational process and with the potential declaration of the Copper Canyon Fire District as the town's provider of fire and emergency services. Second was made by Councilor Whatley. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Whatley, Murdock, Buchanan and LeBeau approving.

11. 2020 Covid-19 Update – Staff Resource Russ Martin

Cornfest- Town Manager Russ Martin stated the Executive Order has put us in a tough spot for Cornfest. A meeting is scheduled for tomorrow morning to see if we will still be moving forward. There are lots of issues as to why this is not a good year to pull this off. Information will be posted after the meeting. Mr. Martin stated Mike Marshall and his crew did an excellent job putting this together and feels bad about the possibility of it not happening.

Economic basis- We have started a new budget year, we are still figuring out the impact but May ended up right about where budget was expected. We won't have a full budget year return until about mid-August. He anticipates feedback from Council on the final budget. Budget remains solid and revenues is on a positive trend.

Pool- staff is doing a good job at keeping people separated. People have been patient.

Vice Mayor Jenkins asked about the business license counts dropping. She asked if this is COVID related. Mr. Martin stated he isn't sure but can do more research. Deputy Clerk Virginia Jones said we have had only two businesses close because of COVID. The other businesses are contractors that came to town for projects and are now closed.

Mayor German stated there is inaccurate information out to the community regarding Cornfest. Mr. Martin will put out the new information after tomorrow's meeting.

12. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** *Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to A.R.S. §38-431.01(H))*

None

13. **Council Informational Reports.** *These reports are relative to the committee meetings that Council members attend. The Committees Are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.*

Councilor Buchanan would like Council to vote of facemasks requirements and Cornfest. He feels confident that we will be endangering people with Cornfest and lack of facemasks in the community. This needs to be addressed in a Special or Emergency Meeting.

Mayor German attended a NACOG Zoom Meeting and Council received minutes from the meeting.

14. **Manager/Staff Report** *Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.*

Town Manager Russ Martin:

- Risk Manager Retirement Celebration BBQ is tomorrow at noon at the gazebo. He encouraged Council to come and show appreciation to the longest serving staff member.

15. **Discussion and consideration of the Town Manager's quarterly performance review, including but not limited to procedures of review, set goals and objectives. The Council may, by majority vote, recess the regular meeting, hold an executive session and then reconvene the regular meeting for discussion and possible action on this item as covered under A.R.S. 38- 431.03 (A)(1).**

Motion was made by Councilor Murdock to go into Executive Session if it is the request of the manager. Second was made by Councilor Whatley. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Whatley, Murdock, Buchanan and Councilor LeBeau approving.

8:10pm Recess

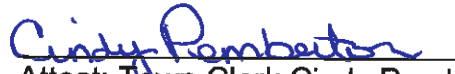
9:15 p.m. Reconvene into Open Session

16. **Adjournment**

Mayor German adjourned the meeting at 9:15 p.m.



Mayor Charles German

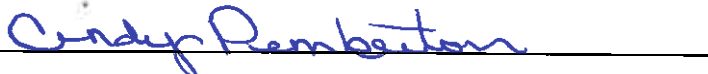


Attest: Town Clerk Cindy Pemberton

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 July 1, 2020. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 20th day of July, 2020.



Cindy Pemberton, Town Clerk